



Welcome to Central Coast Council

Central
Coast
Council

Central Coast Council
Business Paper
Ordinary Council Meeting
27 August 2018



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Meeting Notice

**The Ordinary Council Meeting
of Central Coast Council
will be held in the Council Chamber,
2 Hely Street, Wyong on
Monday 27 August 2018 at 6.30 pm,
for the transaction of the business listed below:**

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Gary Murphy
Chief Executive Officer

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



27 August 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-03 - D13292316

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 Disclosure 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.

Recommendation

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

Attachments

Nil

Item No: 1.2
Title: Confirmation of Minutes of Previous Meetings
Department: Governance

27 August 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-03 - D13292321



Summary

Confirmation of minutes of the Ordinary Meeting of the Council held on 13 August 2018.

A motion or discussion with respect to the Minutes is not order except with regard to their accuracy as a true record of the proceedings.

Recommendation

That Council confirm the minutes of the Ordinary Meeting of the Council held on 13 August 2018.

Attachments

1 MINUTES - Ordinary Meeting Meeting - 13 August 2018

D13303358



Central Coast Council

**Minutes of the
Ordinary Meeting of Council**

**Held in the Council Chamber
49 Mann Street, Gosford
on 13 August 2018
Commencing at 6.30pm**

Present

Mayor Jane Smith and Councillors Greg Best, Jillian Hogan, Doug Vincent, Chris Burke, Louise Greenaway, Kyle McGregor, Bruce McLachlan, Jilly Pilon, Lisa Matthews, Jeff Sundstrom, Rebecca Gale Collins, Chris Holstein, Troy Marquart and Richard Mehrtens.

In Attendance

Gary Murphy (Chief Executive Officer), Boris Bolgoff (Acting Director Assets, Infrastructure and Business), Julie Vaughan (Director Connected Communities), Scott Cox (Director Environment and Planning) and Brian Glendenning (Executive Manager Governance).

The Mayor, Jane Smith, declared the meeting open at 6.30pm and advised in accordance with the Code of Meeting Practice that the meeting is being recorded.

The Mayor, Jane Smith read an acknowledgement of country statement.

At the commencement of the ordinary meeting report no's 5.1, 5.3, 6.2, 8.1, 8.2, 8.6 and 9.1 were dealt with first then the remaining reports in order. However for the sake of clarity the reports are recorded in their correct agenda sequence.

1.1 Disclosure of Interest

2.2 Mayoral Minute - Review of Arrangements for Council Community Facilities

Councillor Gale Collins declared a pecuniary interest in the matter as she is the Director of Coast Community Connections which leases a Central Coast Council hall. This item has been deferred to the next meeting.

Councillor Greenaway declared a less than significant non-pecuniary interest in the matter by virtue of her membership association with community groups. Councillor Greenaway chose to remain in the chamber and participate in discussion and voting as the conflict will not affect her ability to carry out her public duty. This item has been deferred to the next meeting.

Councillor Hogan declared a less than significant pecuniary interest in the matter as the organisation she works for, the SRNC, is a tenant of several Council community buildings and associated parklands. As the Manager of the centre she is privy to budgets and expenditure so therefore declared a pecuniary interest and will leave the chamber. This item has been deferred to the next meeting.

4.1 Acquisition of Land at Blue Bay and The Entrance for Road Widening

Councillor McLachlan declared a less than significant non-pecuniary interest in the matter as he knows some property owners affected. Councillor McLachlan chose to remain in the chamber and participate in discussion and voting as the conflict does not impede his ability to carry out his duties. This item was resolved by the exception method.

5.1 Climate Change Report

Councillor Best declared a less than significant non-pecuniary interest in the matter as he lives in an area that may be affected by this policy. Councillor Best chose to remain in the chamber and participate in discussion and voting as the conflict does not impede his ability to carry out his duties.

Councillor Matthews declared a pecuniary interest in the matter as her property insurance premiums maybe affected by this policy . Councillor Matthews left the chamber at 6.24pm, returning at 7.00pm and was absent for the vote.

Councillor McLachlan declared a less than significant non-pecuniary interest in the matter as he may be one of 20,000 tenants affected. Councillor McLachlan chose to remain in the chamber and participate in discussion and voting as the conflict does not impede his ability to carry out his duties.

Councillor Pilon declared a less than significant non-pecuniary interest in the matter as the report may affect her property. Councillor Pilon chose to remain in the Chamber and participate in discussion and voting as the conflict will not affect her ability to carry out her public duty.

5.3 Sport Central Coast Group

Councillor Gale Collins declared a less than significant non-pecuniary interest in the matter as her children may use Council sporting facilities. Councillor Gale Collins chose to remain in the Chamber and participate in discussion and voting.

Councillor Greenaway declared a less than significant non-pecuniary interest in the matter as her children participate in club and representative sport. Councillor Greenaway chose to remain in the Chamber and participate in discussion and voting as the conflict will not affect her ability to carry out her public duty.

Councillor MacGregor declared a less than significant non-pecuniary interest in the matter as he has played club sport in the past and plans to continue to do so into the future but does not believe that this causes a significant or pecuniary conflict of interest. Councillor MacGregor chose to remain in the Chamber and participate in discussion and voting as the conflict will not affect his ability to carry out his public duty.

5.7 Meeting Record of Crown Land Negotiation Program Committee held on 19 July 2018

Mayor Smith declared a less than significant non-pecuniary interest in the matter. Mayor Smith chose to remain in the Chamber and participate in discussion and voting as the Marine Discovery Centre was not specifically discussed so conflict did not affect her ability to carry out her public duty,

6.1 Response to Notice of Motion - Position of Council Employment

Councillor Best declared a pecuniary interest in the matter as he is the General Manager of Central Coast Group Training (CCGT) that employs apprentices in Council. This item has been deferred to the next meeting.

6.2 Integrated Seniors Living Accommodation, New Registered Club and Retail Tenancies at Woy Woy

Councillor Burke declared a pecuniary interest in the matter as a JRPP committee member. Councillor Burke left the chamber at 7.53pm, returning at 8.04pm and was absent for the vote.

Councillor Holstein declared a significant non-pecuniary interest in the matter as one of applicants is the landlord for a family member's business. Councillor Holstein left the chamber at 7.53pm, returning at 8.04pm and was absent for the vote.

Councillor MacGregor declared a pecuniary interest in the matter as he gets paid for attending JRPP meetings. Councillor MacGregor left the chamber at 7.53pm, returning at 8.04pm and was absent for the vote.

6.3 Grant Funding Update as at July 2018

Councillor Marquart declared a pecuniary interest in the matter as the company that he is the Managing Director of has had involvement in initial design points and could have involvement in the further design and construction of the Central Coast Regional Sporting and Recreation Complex. This item was resolved by the exception method.

8.2 Notice of Motion - Recognition of former Wyong Mayor, Tony Sheridan, OAM

Councillor Best declared a less than significant pecuniary interest in the matter as he supports the former Mayor and voted for them to gain the Office of Mayor. Councillor Best chose to remain in the chamber and participate in discussion and voting as the conflict does not impede his ability to carry out his duties

8.3 Notice of Motion - Assessment of Pollution Risk from PFAS, ash dams and air pollution

Councillor Vincent declared a pecuniary interest in the matter as he is an employee at a local power station. This item has been deferred to the next meeting.

8.4 Notice of Motion - DA 44/2018 - 6, 8 and 10 Dunleigh Street, Toukley

Councillor Burke declared a pecuniary interest in the matter as a JRPP committee member. This item has been deferred to the next meeting.

Councillor MacGregor declared a pecuniary interest in the matter as he gets paid for attending JRPP meetings. This item has been deferred to the next meeting.

8.5 Notice of Motion - Local Employment

Councillor Best declared a pecuniary interest in the matter as he is the General Manager of Central Coast Group Training (CCGT) that provides apprentices to Council. This item has been deferred to the meeting being held on 10 September 2018.

8.6 Notice of Motion - Davistown Wetlands Acquisition

Councillor Gale Collins declared a less than significant non-pecuniary interest in the matter as she is acquainted with some Davistown land owners. Councillor Gale Collins chose to remain in the Chamber and participate in discussion and voting as the acquaintance does not impact her view on progress on the Central Coast.

Councillor Holstein declared a significant non-pecuniary interest in the matter as the owner of the land is the landlord of a family members business. Councillor Holstein left the chamber at 9.17pm, returning at 10.06pm and was absent for the vote.

10.1 Further Legal Advice - Wallarah 2 Coal Mine

Councillor Best declared a pecuniary interest in the matter as he is the General Manager of Central Coast Group Training (CCGT) that provides apprentices through Wallarah 2 youth employment programs. This item has been deferred to the next meeting.

Councillor Gale Collins declared a less than significant non-pecuniary interest in the matter as she is acquainted with some people working within the industry. Councillor Gale Collins chose to remain in the Chamber and participate in discussion as the acquaintance does not impact her view on progress on the Central Coast. This item has been deferred to the next meeting.

Moved: Mayor Smith
Seconded: Councillor Pilon

Resolved

That Council receive the report on Disclosure of Interest and note advice of disclosures.

For:
Unanimous

Procedural Motion – Address by Invited Speakers

Moved: Councillor Marquart
Seconded: Councillor Matthews

Resolved

That Council invite the following speakers to address Council;

SPEAKERS	REPORT
Richard Weller For the recommendation	Item 5.1 - Climate Change Report
Dr Heomz-Joachin (Jo) Muller For the recommendation	Item 5.1 - Climate Change Report
Gregory Olsen For the recommendation	Item 5.1 - Climate Change Report
Riley Sohier Against the recommendation	Item 5.3 - Sport Central Coast Group
Ian Robilliard For the recommendation	Item 5.3 - Sport Central Coast Group

SPEAKERS	REPORT
Mardi Love For the recommendation	Item 5.3 - Sport Central Coast Group
Ross Cochrane For the recommendation	Item 6.2 - Integrated Seniors Living Accommodation, New Registered Club and Retail Tenancies at Woy Woy
John Millard For the recommendation	Item 8.1 Notice of Motion – Success of Amalgamation
John Millard For the recommendation	Item 8.2 Notice of Motion – Recognition of former Wyong Mayor, Tony Sheridan, OAM
Jo-Anne Lloyd For the recommendation	Item 8.6 - Notice of Motion – Davistown Wetlands Acquisition
Paul Jones For the recommendation	Item 9.1 - Rescission Motion - Open Pile Burning Policy - Mr Jones did not address the meeting

For:
Unanimous

Procedural Motion – Suspension of Standing Orders

Moved: **Councillor Vincent**
Seconded: **Councillor Hogan**

Resolved

That Council suspend standing orders and consider items 5.1, 5.3, 6.2, 8.1, 8.2, 8.6 and 9.1 after each speaker address and then the remaining items in agenda sequence.

For:
Unanimous

1.2 Confirmation of Minutes of Previous Meetings

Moved: **Councillor MacGregor**

Seconded: **Councillor Hogan**

Resolved

That Council confirm the minutes of the Ordinary Meeting of the Council held on 23 July 2018.

For:

Unanimous

1.3 Notice of Intention to Deal with Matters in Confidential Session

Moved: **Mayor Smith**

Seconded: **Councillor MacGregor**

Resolved

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

Item: 10.1

Title: Further Legal Advice – Wallarah 2 Coal Mine

Reason for considering in closed session:

2(g) – advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.

For:

Unanimous

Note: This item has been deferred to the next meeting.

Procedural Motion – Exception

Moved: **Councillor Vincent**

Seconded: **Councillor MacGregor**

Resolved

That with the exception of the following reports, Council adopt the recommendations contained in the remaining reports:

Item - 2.3 Mayoral Minute - CEO Performance Review Process
Item 3.1 - Amendment of Policy for the Determination of Development Applications Subject to Public Objection
Item 4.2 - Classification of Land, Lots 159 and 160 DP 1242686 at Forresters Beach
Item 5.4 - Local Government NSW Annual Conference - Attendance and Voting
Item 5.7 - Meeting Record of Crown Land Negotiation Program Committee held on 19 July 2018

That Council adopt the following items en-masse and in accordance with the report recommendations:

Item 2.1 - Mayoral Minute - Edogawa Sister City - Mayoral and Dignitary Visit
Item 4.1 - Acquisition of Land at Blue Bay and The Entrance for Road Widening
Item 5.5 - Meeting Record of Catchments and Coast Committee - Tuggerah Lakes held on 27 June 2018
Item 5.6 - Meeting Record of the Gosford CBD and Waterfront Advisory Committee held on 28 June 2018
Item 5.8 - Revised Terms of Reference - Status of Women Advisory Group
Item 5.9 - Central Coast Youth Action Team (Y4Y)
Item 6.3 - Grant Funding Update as at July 2018

For:
Unanimous

Procedural Motion – Defer Items

Moved: ***Councillor Matthews***
Seconded: ***Mayor Smith***

Resolved

That Council defer matters 2.2, 5.2, 6.1, 8.3, 8.4 and 10.1 to the next Ordinary Meeting of Council being held 27 August 2018 in accordance with the adopted Code of Meeting Practice.

Item 2.2 - Mayoral Minute - Review of Arrangements for Council Community Facilities
Item 5.2 - Miscellaneous Amendment to GLEP2014 and WLEP2013
Item 6.1 - Response to Notice of Motion - Position of Council Employment
Item 8.3 - Notice of Motion - Assessment of Pollution Risk from PFAS, ash dams and air pollution
Item 8.4 - Notice of Motion - DA 44/2018 - 6, 8 and 10 Dunleigh Street, Toukley
Item 10.1 - Further Legal Advice - Wallarah 2 Coal Mine

For:
Unanimous

Procedural Motion – Defer Items

Moved: Councillor Hogan
Seconded: Councillor MacGregor

Resolved

That Council defer Item 8.5 - Notice of Motion - Local Employment to the Ordinary Meeting of Council to be held 10 September 2018.

For:
Unanimous

Procedural Motion – Extend Meeting to Consider Items

Moved: Councillor MacGregor
Seconded: Councillor Sundstrom

Resolved

That Council extend the Ordinary Meeting of Council to consider Items 2.3, 3.1, 4.2, 5.4 and 5.7.

For:
Unanimous

2.1 Mayoral Minute - Edogawa Sister City - Mayoral and Dignitary Visit

Moved: Councillor Vincent
Seconded: Councillor MacGregor

Resolved

That Council;

- Receive the report on Mayoral Minute - Edogawa Sister City - Mayoral and Dignitary Visit.***
- Note that a letter has been sent to Mayor Tada in appreciation for the hospitality of Edogawa Council in hosting the delegation from the Central Coast.***
- Invite a delegation from Edogawa to visit the Central Coast to coincide with the opening of the Japanese Tea House donated by the Urasenke Foundation, currently anticipated to occur in the first half of 2019.***
- Allocate the balance of funds previously resolved by Council (\$5,483.42) towards the proposed delegation visit from Edogawa.***

- ***Liaise with the Gosford Sister City Association, SOAP, Narara Valley High School and other stakeholders to identify opportunities for further cooperation and coordination of Sister City activities with Edogawa.***

For:

Unanimous

2.2 Mayoral Minute - Review of Arrangements for Council Community Facilities

Councillor Gale Collins declared a pecuniary interest in the matter as she is the Director of Coast Community Connections which leases a Central Coast Council hall.

Councillor Greenaway declared a less than significant non-pecuniary interest in the matter as by virtue of her membership association with community groups. Councillor Greenaway chose to remain in the Chamber and participate in discussion and voting as the conflict will not affect her ability to carry out her public duty.

Councillor Hogan declared a less than significant pecuniary interest in the matter as the organisation she works for, the San Remo Neighbourhood Centre is a tenant of several Council community buildings and associated parklands. As the Manager of the Centre she is privy to budgets and expenditure so therefore declare a pecuniary interest and will leave the chamber.

Moved: **Councillor Matthews**

Seconded: **Councillor MacGregor**

Resolved

That Council defer this matter to the next Ordinary Meeting of Council to be held 27 August 2018.

For:

Unanimous

2.3 Mayoral Minute - CEO Performance Review Process

Moved: **Mayor Smith**

Seconded: **Councillor Holstein**

- 1 *That Council note that this process has been undertaken having given consideration to the Guidelines for the Appointment and Oversight of General Managers issued by the Department of Local Government (now Office of Local Government) July 2011 and provided as Attachment 1 to this report.*
- 2 *That in accordance with the Guidelines for the Appointment and Oversight of General Managers issued by the Department of Local Government (now Office of Local*

Government) Council delegates to the performance review panel the whole process of performance management.

- 3 That Council notes that all Councillors will be encouraged to provide input in the process at the following stages:
 - a Development of Key Performance Indicators (KPIs)
 - b Initial Review of Performance (estimated March, 2019)
 - c Annual Performance Review (estimated November, 2019)
- 4 That as recommended by the Guidelines for the Appointment and Oversight of General Managers issued by the Department of Local Government (now Office of Local Government) Council appoints the following Councillors to the performance review panel:
 - The Mayor, Councillor Smith
 - Councillor Holstein (Deputy Mayor)
 - Councillor Matthews
 - Councillor Greenaway
 - Councillor Hogan
 - Councillor Burke
- 5 That as recommended by the Guidelines for the Appointment and Oversight of General Managers issued by the Department of Local Government (now Office of Local Government) Council endorses the engagement of an external facilitator to assist with the process of performance appraisal and the development of a performance plan.

Amendment moved: Councillor Vincent

Amendment Seconded: Councillor Best

- 1 That Council note that this process has been undertaken having given consideration to the Guidelines for the Appointment and Oversight of General Managers issued by the Department of Local Government (now Office of Local Government) July 2011 and provided as Attachment 1 to this report.
- 2 That in accordance with the Guidelines for the Appointment and Oversight of General Managers issued by the Department of Local Government (now Office of Local Government) Council delegates to the performance review panel the whole process of performance management.
- 3 That Council notes that all Councillors will be encouraged to provide input in the process at the following stages:
 - a Development of Key Performance Indicators (KPIs)
 - b Initial Review of Performance (estimated March, 2019)
 - c Annual Performance Review (estimated November, 2019)

- 4 That the review panel be open to the Councillors named below and any other Councillors interested in attending:
- The Mayor, Councillor Smith
 - Councillor Holstein (Deputy Mayor)
 - Councillor Matthews
 - Councillor Greenaway
 - Councillor Hogan
 - Councillor Burke
 - Councillor Vincent
- 5 That as recommended by the Guidelines for the Appointment and Oversight of General Managers issued by the Department of Local Government (now Office of Local Government) Council endorses the engagement of an external facilitator to assist with the process of performance appraisal and the development of a performance plan.

For the Amendment:

Councillors Marquart, Holstein, Mehrtens,
Sundstrom, Gale Collins, Matthews, MacGregor,
Pilon, McLachlan, Greenaway, Burke, Vincent,
Hogan and Best

Abstain:

Mayor Smith

The amendment was put to the vote and CARRIED, thereby becoming the motion. The motion was then put.

Resolved

- 1 That Council note that this process has been undertaken having given consideration to the Guidelines for the Appointment and Oversight of General Managers issued by the Department of Local Government (now Office of Local Government) July 2011 and provided as Attachment 1 to this report.**
- 2 That in accordance with the Guidelines for the Appointment and Oversight of General Managers issued by the Department of Local Government (now Office of Local Government) Council delegates to the performance review panel the whole process of performance management.**
- 3 That Council notes that all Councillors will be encouraged to provide input in the process at the following stages:**
 - a Development of Key Performance Indicators (KPIs)**
 - b Initial Review of Performance (estimated March, 2019)**
 - c Annual Performance Review (estimated November, 2019)**
- 4 That the review panel be open to the Councillors named below and any other Councillors interested in attending:**
 - **The Mayor, Councillor Smith**
 - **Councillor Holstein (Deputy Mayor)**
 - **Councillor Matthews**
 - **Councillor Greenaway**
 - **Councillor Hogan**

- **Councillor Burke**
- **Councillor Vincent**

- 5 That as recommended by the Guidelines for the Appointment and Oversight of General Managers issued by the Department of Local Government (now Office of Local Government) Council endorses the engagement of an external facilitator to assist with the process of performance appraisal and the development of a performance plan.**

For:

**Councillors Marquart, Holstein, Mehrtens,
Sundstrom, Gale Collins, Matthews,
MacGregor, Pilon, McLachlan, Greenaway,
Burke, Vincent, Hogan and Best**

Abstain:

Mayor Smith

**3.1 Amendment of Policy for the Determination of Development Applications
Subject to Public Objection**

Moved: Councillor Sundstrom

Seconded: Councillor MacGregor

Resolved

- 1 That Council adopt the 'Policy for the Determination of Development Applications Subject to Public Objection' (as amended). Specific amendments to the policy include:**
- **Any application receiving 15 or more submissions by way of objection is to be reported to Council for determination.**
 - **Any application receiving petitions of objection with 50 or more signatures requires the preparation of a Councillor Business Update.**
 - **Any application receiving 10 to 14 submissions requires the preparation of a Councillor Business Update.**
 - **Removal of the word "Significant" from the title of the Policy.**
- 2 That Council provide a public notice with regard to the adoption of the policy.**
- 3 That Council advise those who made a submission of the decision.**
- 4 That Council review its website with regards to its accessibility to development applications online, including the ability to download a list of development applications.**
- 5 That Council provide a monthly Planning e-Newsletter (similar to the one produced by Lake Macquarie Council) whereby residents and organisations can register to receive it.**

- 6 That Council receive a briefing on our current process regarding advertising DA's.**

For:

**Mayor Smith, Councillor Mehrrens,
Sundstrom, Matthews, MacGregor,
Greenaway, Vincent, Hogan**

Against:

**Councillors Marquart, Holstein,
Gale Collins, Pilon, McLachlan,
Burke and Best**

4.1 Acquisition of Land at Blue Bay and The Entrance for Road Widening

Councillor McLachlan declared a less than significant non-pecuniary interest in the matter as he knows some property owners affected. Councillor McLachlan chose to remain in the chamber and participate in discussion and voting as the conflict does not impede his ability to carry out his duties. This item was resolved by the exception method.

**Moved: Councillor Vincent
Seconded: Councillor MacGregor**

Resolved

- 1 That Council acquire the following land as public road:**

**Part Lot 151 Section 3 DP 11935 at 39 Boomerang Road, Blue Bay
Part Lot 169 Section 3 DP 11935 at 67 Warrigal Street, The Entrance**

- 2 That Council proceed to compulsorily acquire the land in the event that negotiations with the property owners cannot be satisfactorily resolved.**

- 3 That Council apply to the Minister for Local Government for the approval of the Minister and the consent of the Governor in order to proceed with the compulsory acquisition, pursuant to the provisions of the Land Acquisition (Just Terms Compensation) Act 1991.**

For:

Unanimous

4.2 Classification of Land, Lots 159 and 160 DP 1242686 at Forresters Beach

**Moved: Councillor Vincent
Seconded: Councillor MacGregor**

- 1 That Council classify the land known as Lots 159 and 160 DP 1242686 at Mistview Circuit, Forresters Beach as Operational Land pursuant to the Local Government Act 1993.**

2 That Council note that:

- a Nothing in the above resolution authorises the sale of the subject land (section 377(1)(h) of the Local Government Act 1993 provides that any sale of land can only be by resolution of Council).**
- b Section 31 (3) of the Local Government Act 1993 provides that Council must not resolve that land be classified as operational land if the resolution is inconsistent with the terms of any trust applying to the land.**

For:

Unanimous

5.1 Climate Change Report

Richard Weller addressed Council at 6.43pm

Dr Jo Muller addressed Council at 6.48pm

Gregory Olsen addressed Council at 6.51pm

Councillor Best declared a less than significant non-pecuniary interest in the matter as he lives in an area that may be affected by this policy. Councillor Best chose to remain in the chamber and participate in discussion and voting as the conflict does not impede his ability to carry out his duties.

Councillor Matthews declared a pecuniary interest in the matter as her property insurance premiums maybe affected by this policy. Councillor Matthews left the Chamber at 6.42pm during consideration of this item, returned at 7.00pm and was absent for the vote.

Councillor McLachlan declared a less than significant non-pecuniary interest in the matter as he may be one of 20,000 tenants affected. Councillor McLachlan chose to remain in the chamber and participate in discussion and voting as the conflict does not impede his ability to carry out his duties.

Councillor Pilon declared a less than significant non-pecuniary interest in the matter as the report may affect her property. Councillor Pilon chose to remain in the Chamber and participate in discussion and voting as the conflict will not affect her ability to carry out her public duty.

Moved: Mayor Smith

Seconded: Councillor MacGregor

Resolved

- 1 That Council endorse the draft Climate Change Policy for the purpose of public exhibition.**
- 2 That Council exhibit the draft Climate Change Policy for a period of 28 days.**

- 3 That Council consider a further report on the results of community consultation and internal stakeholder consultation.**
- 4 That Council apply to join the Cities Power Partnership and that a briefing to the Council be provided on possible Council Pledge Actions under the Cities Power Partnership.**
- 5 That Council request the Chief Executive Officer to write to the Climate Council of Australia confirming participation as a Power Partner in the Cities Power Partnership Program.**

For:
Mayor Smith and Councillors Holstein, Mehrstens, Sundstrom, MacGregor, Greenaway, Vincent and Hogan

Against:
Councillors Marquart, Gale Collins, Pilon, McLachlan, Burke and Best

5.2 Miscellaneous Amendment to GLEP2014 and WLEP2013

Moved: Councillor Matthews
Seconded: Councillor MacGregor

Resolved

That Council defer this matter to the next Ordinary Meeting of Council to be held 27 August 2018.

For:
Unanimous

5.3 Sport Central Coast Group

Riley Sohler addressed Council at 7.00pm

Ian Robilliard addressed Council at 7.07pm

Mardi Love addressed Council at 7.18pm

Councillor Gale Collins declared a less than significant non-pecuniary interest in the matter as her children may use Council sporting facilities. Councillor Gale Collins chose to remain in the Chamber and participate in discussion and voting.

Councillor Greenaway declared a less than significant non-pecuniary interest in the matter as her children participate in club and representative sport. Councillor Greenaway chose to remain in the Chamber and participate in discussion and voting as the conflict will not affect her ability to carry out her public duty.

Councillor MacGregor declared a less than significant non-pecuniary interest in the matter as he has played club sport in the past and plans to continue to do so into the future but does not believe that this causes a significant or pecuniary conflict of interest. Councillor MacGregor chose to remain in the Chamber and participate in discussion and voting as the conflict will not affect his ability to carry out his public duty.

Moved: Councillor MacGregor

Seconded: Councillor Matthews

- 1 That Council note the formation of the Sport Central Coast Group by the NSW Office of Sport.
- 2 That Council formally recognise Sport Central Coast Group as a representative body for Sport and Recreation.
- 3 That Central Coast Council recognise the essential role that Central Coast Sports Council and Central Coast Sports Federation play in organising, co-ordinating and advocating essential aspects of sport on the Central Coast. These groups represent hundreds of affiliate clubs and organisations and tens of thousands of sportsmen and women on the Central Coast.
- 4 That Council request that the CEO Mr Gary Murphy make available a staff member or representative to attend these meetings of the Central Coast Sports Council. This will ensure that there is ongoing genuine consultation, dialogue and improvements being made for local sports players, groups and facilities on the Central Coast.
- 5 That Council request that Central Coast Sports Council be granted a permanent seat on the organisation of the Central Coast Sports Group, Office of Sport and Central Coast Sports Academy and any other relevant organisations as required.
- 6 That Council request the CEO Mr Gary Murphy provide further information about the entity as an incorporated association and Council's responsibilities/commitments and the estimated cost of providing administrative support.

Amendment Moved: Councillor Holstein

Amendment Seconded: Councillor Marquart

- 1 That Council note the formation of the Sport Central Coast Group by the NSW Office of Sport.
- 2 That Council formally recognise Sport Central Coast Group as a representative body for Sport and Recreation.

For the Amendment:
Councillors Marquart, Holstein, Gale Collins,
Pilon, Burke and Best

Against the Amendment:
Mayor Smith and Councillors Mehrstens,
Sundstrom, Matthews, MacGregor,
Greenaway, Vincent and Hogan

The amendment was put to the vote and declared LOST. The motion was then put.

Resolved

- 1 That Council note the formation of the Sport Central Coast Group by the NSW Office of Sport.**
- 2 That Council formally recognise Sport Central Coast Group as a representative body for Sport and Recreation.**
- 3 That Central Coast Council recognise the essential role that Central Coast Sports Council and Central Coast Sports Federation play in organising, co-ordinating and advocating essential aspects of sport on the Central Coast. These groups represent hundreds of affiliate clubs and organisations and tens of thousands of sportsmen and women on the Central Coast.**
- 4 That Council request that the CEO Mr Gary Murphy make available a staff member or representative to attend these meetings of the Central Coast Sports Council. This will ensure that there is ongoing genuine consultation, dialogue and improvements being made for local sports players, groups and facilities on the Central Coast.**
- 5 That Council request that Central Coast Sports Council be granted a permanent seat on the organisation of the Central Coast Sports Group, Office of Sport and Central Coast Sports Academy and any other relevant organisations as required.**
- 6 That Council request the CEO Mr Gary Murphy provide further information about the entity as an incorporated association and Council's responsibilities/commitments and the estimated cost of providing administrative support.**

For:

**Mayor Smith and Councillors Holstein,
Mehrtens, Sundstrom, Gale Collins,
Matthews, MacGregor, Pilon, McLachlan,
Greenaway, Vincent, Hogan and Best**

Against:

Councillors Marquart and Burke

5.4 Local Government NSW Annual Conference - Attendance and Voting

Moved: Councillor MacGregor

Seconded: Councillor Best

Resolved

- 1 That Council appoint the following seven voting delegates for voting on Policy Motions and for the election of Officer Bearers at the Local Government NSW Annual Conference 2018:**
 - a Mayor Smith**
 - b Clr Sundstrom**
 - c Clr Gale Collins**

d **Clr MacGregor**
e **Clr McLachlan**
f **Clr Burke**
g **Clr Vincent**

- 2** ***That Council request the Chief Executive Officer notify Local Government NSW of those appointments no later than 5.00pm on Tuesday 2 October 2018.***
- 3** ***That Council submit for inclusion on the Conference Business Paper and advise Local Government NSW accordingly of the following motions:***
- ***That the National General Assembly call on the State Governments to return to the councils all waste levy revenues collected to fund their councils' waste and recycling initiatives;***
 - ***For example, in 2016/17 the NSW State Government raised \$659m from local councils through their waste levy returning only 18% (\$118m) to local communities for waste management initiatives.***
 - ***Furthermore, the States undertake a thorough review of the classification of councils for the purpose of raising the levy.***
 - ***That we advocate Councillors be given equivalent of parliamentary privilege for comments and statements made inside the Council chambers.***
- 4** ***That Council resolve that the 22 October 2018 Ordinary Meeting to be held at Wyong be rescheduled to Monday 29 October 2018 at Wyong and give appropriate due notice.***

For:

Unanimous

5.5 Meeting Record of Catchments and Coast Committee - Tuggerah Lakes held on 27 June 2018

Moved: **Councillor Vincent**
Seconded: **Councillor MacGregor**

Resolved

- 1** ***That Council note the Meeting Record of Catchments and Coast Committee – Tuggerah Lakes held on 27 June 2018 that is Attachment 1 to this report.***
- 2** ***That Council adopt the Terms of Reference of the Catchments and Coast Committee - Tuggerah Lakes, as set out in Attachment 2 to this report.***
- 3** ***That Council appoint Councillor Doug Vincent as the Chairperson for the Catchments and Coast Committee - Tuggerah Lakes.***

For:

Unanimous

5.6 Meeting Record of the Gosford CBD and Waterfront Advisory Committee held on 28 June 2018

Moved: **Councillor Vincent**
Seconded: **Councillor MacGregor**

Resolved

- 1 That Council note the Meeting Record of the Gosford CBD and Waterfront Advisory Committee held on 28 June 2018 that is Attachment 1 to this report.**
- 2 That Council adopt the Terms of Reference for the Gosford CBD and Waterfront Advisory Committee, as set out in Attachment 2 to this report.**
- 3 That Council appoint the Mayor as the Chairperson for the Gosford CBD and Waterfront Advisory Committee.**

For:
Unanimous

5.7 Meeting Record of Crown Land Negotiation Program Committee held on 19 July 2018

Mayor Smith declared a less than significant non-pecuniary interest in the matter as her. Mayor Smith chose to remain in the Chamber and participate in discussion and voting as the conflict will not affect her ability to carry out her public duty.

Councillor Hogan left the chamber at 10.59pm, returning at 11.05pm and was absent for the vote.

Moved: **Mayor Smith**
Seconded: **Councillor Matthews**

Resolved

- 1 That Council receive and note the Meeting Record of the Crown Land Negotiation Program Committee meeting held on 19 July 2018 and set out in Attachment 1 to this report.**
- 2 That Council adopt the Terms of Reference of the Crown Land Negotiation Program Committee as set out in Attachment 2 to this report.**
- 3 The Council endorse the "Central Coast Council Principles for Claiming Interests in Crown Land" as amended and recommended by the Crown Land Negotiation Program Committee on 19 July 2018 and set out in Attachment 3 to this report.**
- 4 That Council note the agreed clarifications to the endorsement and approval stages for the Comprehensive Crown Land Negotiation Program as set out in the**

Meeting Record of the Crown Land Negotiation Program Committee that is Attachment 1 to this report.

For:

Unanimous

5.8 Revised Terms of Reference - Status of Women Advisory Group

Moved: Councillor Vincent

Seconded: Councillor MacGregor

Resolved

- 1 That Council note the minutes of the Status of Women Advisory Group of July 11 2018 (Attachment 1).**
- 2 That Council update the Terms of reference as detailed in Attachment 3.**

For:

Unanimous

5.9 Central Coast Youth Action Team (Y4Y)

Moved: Councillor Vincent

Seconded: Councillor MacGregor

Resolved

- 1 That Council receive and note the report on Central Coast Youth Action Team (Y4Y).**
- 2 That Council receive and note the Terms of Reference for the Central Coast Youth Action Team, Y4Y, as provided in this report (Attachment 1).**

For:

Unanimous

6.1 Response to Notice of Motion - Position of Council Employment

Councillor Best declared a pecuniary interest in the matter as he is the General Manager of CCTG that employs apprentices in Council. This item was deferred to the next meeting.

Moved: **Councillor Matthews**

Seconded: **Councillor MacGregor**

Resolved

That Council defer this matter to the next Ordinary Meeting of Council to be held 27 August 2018.

For:

Unanimous

6.2 Integrated Seniors Living Accommodation, New Registered Club and Retail Tenancies at Woy Woy

Ross Cochrane addressed Council at 7.53pm

Councillor Burke declared a pecuniary interest in the matter as he is a JRPP committee member. Councillor Burke left the chamber at 7.53pm, returning at 8.04pm and was absent for the vote.

Councillor Holstein declared a significant non-pecuniary interest in the matter as one of applicants is the landlord for family members business. Councillor Holstein left the chamber at 7.53pm, returning at 8.04pm and was absent for the vote.

Councillor MacGregor declared a pecuniary interest in the matter as he gets paid for attending JRPP meetings. Councillor MacGregor left the chamber at 7.53pm, returning at 8.04pm and was absent for the vote.

Moved: **Councillor Mehrtens**

Seconded: **Councillor Sundstrom**

Resolved

- 1 That Council receive and note the report on DA 53119/2017 – Proposed Integrated Seniors Living Accommodation; New Registered Club; and Retail Tenancies at 184-186 Brick Wharf Road and No. 1 North Burge Road, Woy Woy.**
- 2 That the Joint Regional Planning Panel refuse the application subject to appropriate reasons for refusal detailed in Attachment 1 of this report, having regard to the matters for consideration detailed in section 4.15 of the Environmental Planning and Assessment Act and other relevant issues.**

For:

Unanimous

6.3 Grant Funding Update as at July 2018

Councillor Marquart declared a pecuniary interest in the matter as the company that he is the Managing Director of has had involvement in initial design points and could have involvement in the further design and construction of the Central Coast Regional Sporting and Recreation Complex. This item was resolved by the exception method.

Moved: Councillor Vincent

Seconded: Councillor MacGregor

Resolved

- 1 That Council receive the report on Grant Funding Update as at July 2018.**
- 2 That Council resolve, for the purposes of s.11 (3) of the Local Government Act 1993, that the Attachment 3 to this report remain confidential because the attachment includes commercial information of a confidential nature.**

For:

Unanimous

8.1 Notice of Motion - Success of Amalgamation

John Millard addressed Council at 8.04pm

Moved: Councillor Best

Seconded: Councillor Marquart

- 1 That Council recognises the extensive work currently being carried out and managed by staff on all levels around delivering the effective integration of our amalgamated Council.*
- 2 That Council seeks to support staff and better understand the challenges faced through receiving regular reports and formal briefings from staff.*
- 3 That Council recognises the importance of supporting the amalgamation with a view to achieving an optimum outcome for our 330,000 residents and ratepayers.*
- 4 That Council also recognises the importance of supporting staff, and indeed morale, in this changing work environment. Further, Council notes that the amnesty on staff redundancies set by the State Government will expire on the 12 May 2019.*

Amendment Moved: Councillor Sundstrom

Amendment Seconded: Councillor Vincent

- 1 That Council recognises*

- 1. The worthy efforts made by the staff in the task of amalgamating the former Gosford City and Wyong Shire Councils.*

2. *That it is the thoughts, ambitions and the direction of the community that we are elected to enact.*

2 *That Council therefore request the CEO to:-*

1. *Require staff to bring forward reports as follows:-*

- (A) *A report on the "Online Questionnaire For The Inquiry into Local Government" that was conducted by the former Gosford City Council and surveys undertaken by the former Wyong Shire Council prior to amalgamation.*
 - (B) *A realistic estimate of the costs involved in amalgamating the two former Councils and the projected time period for completion of amalgamation.*
 - (C) *A report on the progress of all the various aspects of the amalgamation.*
2. *That Council request the CEO to bring a report back regarding a*
 - (A) *Conducting a community survey (formulated with input from Councillors and staff) to assess current community views of the of the amalgamation of Gosford and Wyong Councils and*
 - (B) *An estimate of cost and process regarding a proposal for a poll to be held at an upcoming election (either Federal or State) to gauge the community support or rejection of the continuation, or the reversal of, the amalgamation.*

For the Amendment:

Mayor Smith and Councillors Holstein, Mehrtens, Sundstrom, Matthews, MacGregor, Burke, Vincent and Hogan

Against the Amendment:

Councillors Marquart, Gale Collins, Pilon, McLachlan, and Best

Abstain: Councillor Greenaway

The amendment was put to the vote and CARRIED, thereby becoming the motion. The motion was then put.

Resolved

That Council recognises

- 1 ***The worthy efforts made by the staff in the task of amalgamating the former Gosford City and Wyong Shire Councils.***
- 2 ***That it is the thoughts, ambitions and the direction of the community that we are elected to enact.***

That Council therefore request the CEO to:-

- 1 ***Require staff to bring forward reports as follows:-***

- (A) ***A report on the "Online Questionnaire For The Inquiry into Local Government" that was conducted by the former Gosford City Council and surveys undertaken by the former Wyong Shire Council prior to amalgamation.***
- (B) ***A realistic estimate of the costs involved in amalgamating the two former Councils and the projected time period for completion of amalgamation.***
- (C) ***A report on the progress of all the various aspects of the amalgamation.***

2 That Council request the CEO to bring a report back regarding a;

- (A) ***Conducting a community survey (formulated with input from Councillors and staff) to assess current community views of the of the amalgamation of Gosford and Wyong Councils and***
- (B) ***An estimate of cost and process regarding a proposal for a poll to be held at an upcoming election (either Federal or State) to gauge the community support or rejection of the continuation, or the reversal of, the amalgamation.***

For:

Mayor Smith and Councillors Mehrstens, Sundstrom, Matthews, MacGregor, Greenaway, Vincent and Hogan

Against:

Councillors Marquart, Holstein, Gale Collins, Pilon, McLachlan, Burke and Best

8.2 Notice of Motion - Recognition of former Wyong Mayor, Tony Sheridan, OAM

John Millard addressed Council at 8.50pm

Councillor Best declared a less than significant pecuniary interest in the matter as he supports the former Mayor and voted for them to gain the office of Mayor. Councillor Best chose to remain in the chamber and participate in discussion and voting as the conflict does not impede his ability to carry out his duties.

Moved: Councillor Vincent

Seconded: Councillor Matthews

- 1 That Council names the walkway from The Entrance waterfront to the Surf Club, "The Tony Sheridan Walk".***
- 2 In addition, that Council nominates the walkway name to the geographic names board for permanent inclusion on maps.***

Amendment moved: Councillor Best
Amendment seconded: Councillor Marquart

- 1 That Council recognises the outstanding contribution of both Mr Sheridan and Mr Eaton as both were long serving veteran Councillors for 25+ years. Both are emeritus Mayors (multiple terms) both are OAM's, both have championed major civic and community projects.
- 2 That Council now name the Entrance Waterfront to Entrance Surf Club 'Tony Sheridan Walk' and name the Entrance Cycleway from North Entrance to Norah Head 'Eaton Cycleway'.
- 3 That the Mayor conducts suitable fitting name ceremonies with the recipients and the community.
- 4 That subject to agreement of the geographic names board that these names be formally acknowledged.

For:
Councillors Marquart, Pilon, McLachlan and Best

Against:
Mayor Smith and Councillors Holstein, Mehrtens, Sundstrom, Matthews, MacGregor, Burke, Vincent and Hogan

Abstain: Councillors Gale Collins and Greenaway

The amendment was put to the vote and declared LOST. The motion was then put.

Resolved

- 1 **That Council names the walkway from The Entrance waterfront to the Surf Club, "The Tony Sheridan Walk".**
- 2 **In addition, Council nominates the walkway name to the geographic names board for permanent inclusion on maps.**

For:
Mayor Smith and Councillors Holstein, Mehrtens, Sundstrom, Matthews, MacGregor, Burke, Vincent, Hogan and Best

Abstain:
Councillors Marquart, Gale Collins, Pilon, McLachlan and Greenaway

Councillor Matthews tabled Item D13305289 – Letter from John Dawson dated 9 August 2018 in relation to this item.

8.3 Notice of Motion - Assessment of Pollution Risk from PFAS, ash dams and air pollution

Councillor Vincent declared a pecuniary interest in the matter as he is an employee at a local power station. This item was deferred to the next meeting.

Moved: **Councillor Matthews**
Seconded: **Councillor MacGregor**

Resolved

That Council defer this matter to the next Ordinary Meeting of Council to be held 27 August 2018.

For:
Unanimous

8.4 Notice of Motion - DA 44/2018 - 6, 8 and 10 Dunleigh Street, Toukley

Councillor Burke declared a pecuniary interest in the matter as he is a JRPP committee member. This item was deferred to the next meeting.

Councillor MacGregor declared a pecuniary interest in the matter as he gets paid for attending JRPP meetings. This item was deferred to the next meeting.

Moved: **Councillor Matthews**
Seconded: **Councillor MacGregor**

Resolved

That Council defer this matter to the next Ordinary Meeting of Council to be held 27 August 2018.

For:
Unanimous

8.5 Notice of Motion - Local Employment

Councillor Best declared a pecuniary interest in the matter as he is the General Manager of CCTG that provides apprentices to Council. This item was deferred to the meeting being held on 10 September 2018.

Moved: **Councillor Matthews**
Seconded: **Councillor MacGregor**

Resolved

That Council defer this matter to the next Ordinary Meeting of Council to be held 10 September 2018 2018.

For:
Unanimous

The meeting was adjourned at 9.17pm and resumed at 9.34pm.

8.6 Notice of Motion - Davistown Wetlands Acquisition

Jenny McCulla addressed Council at 9.35pm

Councillor Gale Collins declared a less than significant non-pecuniary interest in the matter as she is acquainted with some Davistown land owners. . Councillor Gale Collins chose to remain in the Chamber and participate in discussion and voting as the acquaintance does not impact her view on progress on the Central Coast.

Councillor Holstein declared a significant non-pecuniary interest in the matter as the owner of the land is the landlord for family members business. Councillor Holstein left the chamber at 9.17pm, returning at 10.06pm and was absent for the vote.

Moved: Councillor Marquart
Seconded: Councillor Best

- 1 *That Council note that funds are held by Council for the purpose of wetlands acquisition in the Davistown area.*
- 2 *That Council request the CEO to;*
 1. *Identify lands and confirm the intent that are relevant to the acquisition funds known as the Davistown wetland acquisition funds.*
 2. *Report on the existing legislation and constraints that provide protection to the current environmental and community values of that land*
 3. *Bring a report back to Council at the last meeting in November ranking land for long term acquisition in order to prioritise lands for potential purchase.*
 4. *Arrange a site visit for interested Councillors.*

Amendment Moved: Councillor Sundstrom
Amendment Seconded: Councillor MacGregor

- 1 *That Council note that funds are held by Council for the purpose of wetlands acquisition in the Davistown area.*
- 2 *That Council request the CEO to*
 1. *Identify lands and confirm the intent that are relevant to the acquisition funds known as the Davistown wetland acquisition funds.*

2. *Report on the existing legislation and constraints that provide protection to the current environmental and community values of that land*
3. *Bring a report back to Council at the last meeting in November ranking land for long term acquisition in order to prioritise lands for potential purchase.*

For the Amendment:

*Councillors Mehrtens, Sundstrom, Matthews,
MacGregor, Greenaway, Vincent and Hogan*

Against the Amendment:

*Mayor Smith and Councillors Marquart, Gale
Collins, Pilon, McLachlan, Burke and Best*

The amendment was LOST on the casting vote of the Mayor. The motion was then put.

Resolved

That Council note that funds are held by Council for the purpose of wetlands acquisition in the Davistown area.

That Council request the CEO to;

- 1 Identify lands and confirm the intent that are relevant to the acquisition funds known as the Davistown wetland acquisition funds.***
- 2 Report on the existing legislation and constraints that provide protection to the current environmental and community values of that land.***
- 3 Bring a report back to Council at the last meeting in November ranking land for long term acquisition in order to prioritise lands for potential purchase.***
- 4 Arrange a site visit for interested Councillors.***

For:

Unanimous

9.1 Rescission Motion - Open Pile Burning Policy

Moved: Councillor Best

Seconded: Councillor Gale Collins

That Council rescind the following resolution carried at the Ordinary Meeting of Council held on 9 July 2018:

641/18 *That Council adopt the Draft Open Pile Burning Policy specifically amended as follows:*

- a Identify that the Policy is a self-approval process.*
- b Delete a 'class of persons'.*
- c Include RU1 Primary Production and R5 Large Lot Residential.*

- d Include RU5 Rural Village as a prescribed zone.
- e Reflect legislative changes to meet the NSW Government's reforms
- f Increase the size of vegetation diameter from 150mm to 300mm.
- g Increase the size of open burn piles from 2m to 4m.
- h Clarify notification requirements.
- i Prohibit non-vegetative waste, ecological burns or Aboriginal cultural burns.
- j Exempt burning for agricultural operations.
- k Exempt burning for recreational purposes.
- l Include Fire Permit requirements.
- m Include Council's compliance and enforcement provisions,
- n Contact details for authorised regulatory authorities other than Council
- o Exclude environmental zones

642/18 That the Chief Executive Officer note that if the draft Central Coast Open Pile Burning Policy is adopted by Council it will be necessary to seek the following from the Environmental Protection Authority before that Policy can be implemented:

- a. The listing of the Central Coast Council as an approval authority for the burning of vegetation under Part 2 of Schedule 8 under the Protection of the Environment Operations (Clean Air) Regulation 201
- b. Request the removal of the former Gosford City Council from Part 1 of Schedule 8 under the Protection of the Environment Operations (Clean Air) Regulation 2010.
- c. Request the removal of the former Wyong Shire Council from Part 2 and 3 of Schedule 8 under the Protection of the Environment Operations (Clean Air) Regulation 2010.

643/18 That Council advise all those who made a public submission of the decision.

644/18 That Council undertake a community education program for open pile burning in collaboration with NSW Rural Fire Service.

645/18 That Council review the Central Coast Open Pile Burning Policy within two years.

646/18 That Council report data regarding open pile burning and also permits issued on a six monthly basis.

For the Rescission:

Unanimous

Resolved

- 1 That Council thanks staff and indeed the Rural Fire Service (RFS) for their partnership and significant contribution around developing this important Council policy and notes the extensive community consultation engaged in by Staff.**
- 2 That as Council has significantly amended the Staff recommended Policy that will adversely affect thousands of local land owners (1,909 e-zone properties north,**

628 e-zone properties south plus a further 2,623 south when old zones are converted to e-zone properties, totalling 5,160). Council now defer implementation of the PBP pending suitable public consultation and review by the RFS.

- 3 That Council invites our peak bushfire experts, the RFS, to brief Council on the changes to the PBP. Further, Council request the CEO also report on impacts and costs around Council Staffing resources and other relevant issues.**

For:

Unanimous

10.1 Further Legal Advice - Wallarah 2 Coal Mine

Councillor Best declared a pecuniary interest in the matter as he is the General Manager of CCTG that provides apprentices through Wallarah2 youth employment programs. This item was deferred to the next meeting.

Councillor Gale Collins declared a less than significant non-pecuniary interest in the matter as she is acquainted with some people working within the industry. Councillor Gale Collins chose to remain in the Chamber and participate in discussion as the acquaintance does not impact her view on progress on the Central Coast. This item was deferred to the next meeting.

Moved: Councillor Matthews

Seconded: Councillor MacGregor

Resolved

That Council defer this matter to the next Ordinary Meeting of Council to be held 27 August 2018.

For:

Unanimous

Procedural Motion – Questions on Notice

Moved: Mayor Smith

Seconded: Councillor MacGregor

Resolved

That Council extend the meeting to consider Questions on Notice the time being 11.01pm.

For:

Unanimous

Q130/18 QON - GCC Planning Investigations
Councillor Troy Marquart

It is my understanding that the former Gosford Council completed planning investigations in regards to the broader Erina Town Centre and Erina Valley Precinct 3 in 2012. Can you please confirm if this is correct? Please confirm the current status of this particular planning project? Please confirm budget allocated to this planning and/or costs spent to this date.

Q131/18 QON - Plastephalt Roads
Councillor Richard Mehrtens

Sutherland Shire Council has become the first in NSW to trial a "Plastephalt" road, made out of plastic bags and glass. The 250m trial stretch of road will contain 176,000 plastic bags, 55,440 glass bottles and toner from 3960 used printer cartridges mixed with asphalt. Has Central Coast Council looked at trialling "Plastiphault" or similar products in future roadworks to help address ongoing issues with waste management, supplement recycling efforts, and save money when conducting roadworks?

Q132/18 QON - Springfield Pond
Councillor Jeff Sundstrom

Council is aware of the Salvinia infestation of the Springfield Pond. Actions that have been taken so far include the introduction of a particular weevil. Residents inform me that this has been less than successful. What further actions are planned or possible to combat this infestation?

Q133/18 QON - Position on Round Up
Councillor Jeff Sundstrom

With reference to the recent decision in the courts in the USA regarding the effects of glyphosate; What is the council policy on the use of this product?

Q134/18 QON - Street Closure Woy Woy
Councillor Rebecca Gale Collins

Can Council investigate closing off Mutu Street entry via Ocean Beach Road in Woy Woy so it becomes a cul-de-sac (entry from Rawson Road only) to alleviate traffic issues?

Q135/18 QON - Coal Alliance
Councillor Rebecca Gale Collins

Can Council ensure the \$200,000 given to the Australian Coal Alliance appears below the line - not in the operational budget?

Q136/18 QON - Road Works - Pacific Highway, Tuggerah
Councillor Kyle MacGregor

Can Council staff confirm if they are aware when roadworks will commence on the upgrade of the Pacific Highway from Johnsons Road Tuggerah to the Wattanobi roundabout including the Wyong Road bridge section and is Council aware of the progress of the review of the Pacific Highway Plan review and its impact on works proceeding?

Q137/18 QON - De-Amalgamation Options
Councillor Kyle MacGregor

Can Council staff advise potential mechanisms or options available to Central Coast Council to de-amalgamate including but not limited to a plebiscite, referendum or other legislatively relevant mechanisms to achieve this outcome that the vast multitude of the community clearly desire?

Q138/18 QON - Costing for De-Merger
Councillor Bruce McLachlan

Can Council give us the costing of what a de-merger will actually cost?

Q139/18 QON - Proactive Release Airport Documents on Website
Councillor Louise Greenaway

One of the documents currently listed on Council's website in relation to the Warnervale Airport proactive release is the Warnervale Airport Opportunities Feasibility Study. Council's website states that the report can only be viewed in person at council, and not online due to "Copyright restrictions". I understand that Council is the copyright holder. This is confusing to me and to members of the community. Could staff please advise how Council can decline to release a document on the basis that council itself holds copyright when it is undertaking a process of proactive release

Q140/18 QON - Open Space Staff - Positive Feedback and Thanks
Councillor Greg Best

I would appreciate if you could pass on to our outdoor staff those involved in the care maintenance and management of our open space parks, recreation, bbq, amenities areas as the feedback I have received and personally noticed is that this important area of the business is been exceedingly well managed. Would you pass on my thanks and indeed councils for a job well done, thank you?

Q141/18 QON - Rigs on the Horizon - Progress Update
Councillor Greg Best

Council, a few months ago, supported a Motion titled "Riggs on The Horizon" about oil and gas exploration off Norah Head. I would appreciate a report on any progress to date and included in the report a copy of the correspondence requested to be sent to the Federal Government.

Procedural Motion

Moved: **Councillor MacGregor**
Seconded: **Councillor Greenaway**

Resolved

That Councillor Hogan be granted leave of absence for a week, from 13 - 20 August 2018.

For:
Unanimous

Councillor Marquart left the chambers at 11.04pm and did not return.

Councillor Best left chambers at 11.09pm and did not return.

The Meeting closed at 11.11pm.

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



27 August 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-03 - D13292323

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 a confidential.

Recommendation

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

Item: 8.1

Title: Deferred Item - Further Legal Advice – Wallarah 2 Coal Mine

Reason for considering in closed session:

2(g) – advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.

Item: 8.2

Title: Further Legal Advice – Commercial Dispute

Reason for considering in closed session:

2(g) – advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.

Context

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

- 2(a) *personnel matters concerning particular individuals (other than Councillors),*
- 2(b) *the personal hardship of any resident or ratepayer,*
- 2(c) *information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business,*
- 2(d) *commercial information of a confidential nature that would, if disclosed:*
 - (i) *prejudice the commercial position of the person who supplied it, or*
 - (ii) *confer a commercial advantage on a competitor of the Council, or*
 - (iii) *reveal a trade secret,*
- 2(e) *information that would, if disclosed, prejudice the maintenance of law,*
- 2(f) *matters affecting the security of the Council, Councillors, Council staff or Council property,*
- 2(g) *advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege,*
- 2(h) *information concerning the nature and location of a place or an item of Aboriginal significance on community land.*

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: Deferred Item - Mayoral Minute - Review of Community Facilities
Department: Councillor

27 August 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-03 - D13305690

Author: Jane Smith, Mayor

Summary

Council, at its meetings held 13 August 2018 resolved:

That Council defer matters 2.2, 5.2, 6.1, 8.3, 8.4 and 10.1 to the next Ordinary Meeting of Council being held 27 August 2018 in accordance with the adopted Code of Meeting Practice.

Recommendation

- 1 That Council note the deferred Mayoral Minute – Review of Arrangements for Council Community Facilities report which is Attachment 1 to this report.**
- 2 That Council establish a working group comprising interested Councillors and relevant staff to undertake a review of the use and management of community facilities.**
- 3 That Council engage with the community in order to identify key issues and determine the scope of the review.**
- 4 That Council request the CEO to engage an appropriate consultant to assist with the review.**
- 5 That Council be provided with a progress report at the last meeting in November, 2018 outlining key actions and milestones in the review process.**

Attachments

- | | | |
|----------|--|-----------|
| 1 | Mayoral Minute - Review of Arrangements for Council Community Facilities | D13294074 |
|----------|--|-----------|

Item No: 2.2
Title: Mayoral Minute - Review of Arrangements for Council Community Facilities
Department: Councillor



13 August 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-03 - D13294074

Author: Jane Smith, Mayor

In recent years, there has been a high level of community concern about changes in the way that Council manages community facilities. These concerns have included changes to the management structure of facilities, a move between leases and licenses and changes to pricing structures.

The purpose of this motion is to undertake a review of the issues that have been raised by the community and put forward a model for the future.

I formally move;

- 1 That Council establish a working group comprising interested Councillors and relevant staff to undertake a review of the use and management of community facilities.***
- 2 That Council engage with the community in order to identify key issues and determine the scope of the review.***
- 3 That Council request the CEO to engage an appropriate consultant to assist with the review.***
- 4 That Council be provided with a progress report at the last meeting in November, 2018 outlining key actions and milestones in the review process.***

Attachments

Nil.

Item No: 3.1
Title: Strategic Biodiversity Certification Project
Department: Environment and Planning



27 August 2018 Ordinary Council Meeting

Trim Reference: F2010/00500 - D13291021

Author: Chris McLean, Senior Strategic Environmental Planner
Anumitra Chand, Section Manager, Environmental Strategies

Manager: Matthew Prendergast, Unit Manager, Strategic Planning

Executive: Scott Cox, Director, Environment and Planning

Report Purpose

The purpose of this report is for Council to consider a request from Ms Lee Shearer, Coordinator General Central Coast to support the Department of Planning and Environment's proposed Strategic Biodiversity Certification Project.

This report recommends that Council supports and participates in the Strategic Biodiversity Certification Project.

Recommendation

- 1 That Council note the request from Ms Lee Shearer for Council to support and participate in the Strategic Biodiversity Certification Project.**
- 2 That Council provide in principle support for the Strategic Biodiversity Certification Project.**
- 3 That Council request the Chief Executive Officer to write to Lee Shearer, Coordinator General for the Central Coast, confirming the Council's support and participation in the Strategic Biodiversity Certification Project.**

On 4 May 2018, Lee Shearer, Coordinator General for the Central Coast wrote to the Acting Chief Executive Officer, Central Coast Council requesting that Council support and participate in the Strategic Biodiversity Certification Project (the Project).

As outlined in this letter (refer Attachment 1), the Strategic Biodiversity Certification Project is part of the NSW Government's commitment to ensuring housing and employment growth supports the State's economic prosperity and achieves environmental sustainability.

The Project will apply to important strategic growth centres identified in the Central Coast Regional Plan and is being undertaken by the Department of Planning and Environment (DPE) under the *Biodiversity Conservation Act 2016*.

The Project (Strategic Biodiversity Certification)

The Department of Planning and Environment (DPE) is investigating Strategic Biodiversity Certification on lands across the Central Coast. Based on the initial scoping of the Project, there will be a focus on the following areas:

- Lands nearby to the existing Somersby Industrial Park;
- Lands covered by the *North Wyong Shire Structure Plan*; and
- Darkinjung Local Aboriginal Land Council lands.

Importantly, outside of these areas, Council or private landholders may still apply for Biodiversity Certification.

Biodiversity Certification is a mechanism that integrates planning for biodiversity conservation with planning for proposed intensification of land use to support housing or employment (e.g. conversion of rural/environmental land to urban/employment purposes).

Under this process, biodiversity impacts of future development are assessed at a landscape scale and offset early in the planning process. A biodiversity offset is land set aside in perpetuity to maintain biodiversity value at the landscape scale. Once land is subject to Biodiversity Certification, the need for completing further biodiversity impact assessment, including retiring further biodiversity credits is removed.

Biodiversity Certification can occur in one of two forms, consisting of standard Biodiversity Certification or Strategic Biodiversity Certification. Standard Biodiversity Certification can apply to any proposal and can be coordinated either by landholders or planning authorities, at a range of scales, from a single site to an entire growth centre. An example of standard Biodiversity Certification is the Biodiversity Certification project at the Warnervale Employment Zone (WEZ), which is currently being undertaken by Council.

Strategic Biodiversity Certification is only available to planning authorities and provides additional options being:

- The reservation of land under the *National Parks and Wildlife Act 1974*, such as the creation of State Conservation Areas and National Parks.
- Development of development controls under local Development Control Plans (DCPs) that aim to conserve or enhance the natural environment.
- Adoption of State Infrastructure Contributions (SIC) under the *Environmental Planning and Assessment Act 1979* that allow biodiversity land to be purchased or enhanced.
- Any other measure determined by the NSW Minister for the Environment.

Biodiversity Certification operates within the impact assessment framework specified by the *Biodiversity Conservation Act 2016* (BC Act) where development must:

- Avoid areas of high biodiversity value, for example areas containing EECs and highest condition vegetation. Such areas should be established as Biodiversity Stewardship sites or under some other conservation measure.
- Minimise impacts on biodiversity values, which may be through establishing parks or soft buffers adjacent to conservation areas.
- Offset impacts in accordance with the rules established under the NSW Government's Biodiversity Assessment Method, which uses a calculator to determine the number and type of credits that are required.

Biodiversity Stewardship Sites (offsets)

Biodiversity Stewardship Sites are established through the development of a Biodiversity Stewardship Site Assessment Report (BSSAR) and the acceptance of the Biodiversity Stewardship Site by the Biodiversity Conservation Trust. The BSSAR is prepared by an accredited assessor and consists of field assessment using a prescribed method and the input of the field collected data into the Biodiversity Assessment Method calculator, which determines the value of the biodiversity stewardship site in terms of the number of credits that are generated.

A biodiversity stewardship site may be a component of a development site, a separate site owned by the same proponent or a site owned by a third party, including Councils. Biodiversity stewardship sites can be registered and the credits placed for sale on the public credits register. Credits are sold on an open market, meaning that rare species or PCTs attract a higher value than common species and PCTs. Importantly, the land ownership isn't transferred once credits are retired; however the property may be sold in the future with the management obligations transferring to the new landholder.

At times credits for a species credit species or a PCT may not be available. In these situations, if an applicant can demonstrate they have made an attempt to locate the required credit types, they may use variation rules to instead retire credits from similar threatened species or PCTs.

Assessment (advantages)

The main advantage of the Project is that credits are more likely to be located and established within the local region, which may not occur under a standard Biodiversity Development Assessment Report (BDAR) approach. Additional advantages of Strategic Biodiversity Certification include:

3.1 Strategic Biodiversity Certification Project (contd)

1. Certainty to applicants that they can obtain development consent, where development is proposed in highly constrained locations.

A number of sites may contain species where obtaining credits may be particularly difficult or not allowed under the standard development assessment pathway.

2. Saves applicants time and expense

As the Department of Planning and Environment will fund the technical studies, this saves applicants up to \$50,000 per site in preparing a BDAR.

3. Streamlines the Council ecological assessment pathway that BDAR are not required to be assessed.

A BDAR is strongly based on field data, with the number of credits required determined by the condition of the site. This means that it's likely that Council Ecologists will need to undertake field surveys using the prescribed method at each site to run the calculator, a process that may take several days. This is because the sensitivity of the calculator will vary substantially based on site specific attributes. Once a site is subject to Biodiversity Certification, field survey is not required and therefore there is a time and resource saving to Council.

4. Early discussions with Department of Planning and Environment indicate that there is a preference to obtain and established offsets in the Local Government Area (LGA).

Significant areas of high conservation value vegetation occur in private ownership or as vacant Crown Land in the Central Coast Local Government Area, such as over 1500 ha of proposed COSS land and large tracts of bushland in the Charmhaven and Doyalson areas.

The DPE has shown a preference in attempting to establish Biodiversity Stewardship sites over these areas, rather than outside of the Central Coast Region. This process may assist in the expansion of the COSS lands, including expanding the COSS lands, or a similar scheme, into the former Wyong LGA.

5. Ensures that sites of the highest ecological value are retained where possible

Through the integration with Strategic Planning sites of the highest ecological value will, over time, be zoned for environmental conservation purpose which supports Council's long term strategic vision for biodiversity corridors across the Central Coast Local Government Area. It is important to note the Strategic Biocertification will not rezone land but could include recommendations regarding changes to land use zones, as part of a package of conservation and offset measures.

The BC Act requires avoiding areas of highest biodiversity value and as such, these areas are likely to be retained as Biodiversity Stewardship sites or similar.

6. Potential to use Council bushland areas as offset sites, which provides Council with an income source for bushland management.

Biodiversity credits retired as part of the Biodiversity Certification process can occur within Council operational and community land, although at a reduced rate compared to private land. The funds provided can assist Council in management obligations and ensure that those areas are managed effectively in terms of addressing threats to biodiversity.

A report prepared by Council's Natural Assets Unit identified that Council owns 6000 ha of land that may be suitable for the use as offset sites, which present a potential income in excess of \$70 million. If such lands are to be established as Biodiversity Stewardship sites, the decision to establish those as Stewardship Sites would be entirely up to Council to decide. Alternatively, lands identified in the upcoming Council Biodiversity Investment Plan could also be established as Biodiversity Stewardship Sites.

If such lands are to be used as offset sites, community consultation would need to be undertaken as there may be a community perception that those lands are already conserved and establishing Biodiversity Stewardship sites over them may be considered as 'double dipping' and result in local biodiversity loss.

Assessment (Risks)

There are also a number of potential risks to the proposed strategic Biodiversity Certification, being:

1. The scale of the project is large, with a large number of affected landholders. It will be difficult to ensure all landholders agree to participate in the project, in allowing access to their land for the completion of targeted surveys as required. If individual landholders are not included, this could reduce the value of the process.
2. It is likely that targeted surveys will need to occur on all sites for species credit species, a process that will be time consuming. A single visit to a site may not necessarily detect some cryptic flora species, which may result in impacts that are not appropriately offset.
3. A guarantee is required from the Department of Planning and Environment that offset sites are to be located in the Central Coast Region, otherwise local biodiversity loss may occur.
4. Once the Biodiversity Certification Order is conferred by the Minister, the additional listing of threatened species under the BC Act, including those that may have important strongholds within development lands does not guarantee their protection. In other words, even if new information becomes available, this does not require additional consideration at the Development Application stage.

5. The community may not support using lands that are already protected under an RE1 Public Recreation, E2 Environmental Consideration or E3 Environmental Management land use zoning as future Biodiversity Stewardship sites. This is due to the perception that such lands are already adequately conserved and as such, the establishment of Biodiversity Stewardship Sites over those properties would be double-dipping.
6. Approval of the proposed Biodiversity Certification under the Commonwealth *Environment Protection and Biodiversity Conservation Act 1999* may still be required after the Order is conferred by the NSW Minister for the Environment.

Development Assessment under the EP&A Act 1979

While the need to prepare higher level biodiversity impact assessment is removed, the requirements to consider impacts on the environment as specified by *s4.15 of the Environmental Planning and Assessment Act, 1979*, Council's *Wyong Local Environmental Plan 2013*, *Gosford Local Environmental Plan 2014*, *Wyong Development Control Plan 2013*, *Interim Development Order 122*, *Gosford Planning Scheme Ordinance*, *Gosford Development Control Plan 2014*, still apply.

This means that mitigation measures, such as requiring that applicants offset the removal of hollow-bearing trees through installing nesting boxes in adjacent retained bushland or that clearing is supervised by an Ecologist can still be maintained through imposed Conditions of Consent.

The requirements to consider impacts on waterways designated as Waterfront Land under the *Water Management Regulations 2011*, water pollution under the *Protection of the Environment Operations Act 1994* still apply and as such, applicants at the development application stage will still need to obtain appropriate approvals from those authorities.

Regional Strategy consideration for Strategic Biodiversity Certification

The *Central Coast Regional Plan 2036* (CCRP 2036) has a goal of protecting the natural environment through the protection and management of environmental values. Direction 12: Protect and manage environmental value, and more specifically Action 12.3 focuses on identifying and strengthening biodiversity corridors as places for priority biodiversity offsets. The areas considered for Biodiversity Certification are those identified as the major growth areas within the CCRP 2036 and Biodiversity Certification will streamline development assessment in terms of biodiversity impacts in those areas.

Internal Consultation

The draft Strategic Biodiversity Certification Report was circulated internally to the relevant sections across Council that include:

- Natural and Environmental Assets Unit

- Land Use and Policy Section

The feedback received was incorporated in the final draft report.

Link to Community Strategic Plan

Theme 3: Green

Goal F: Cherished and protected natural beauty

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

F2: Promote greening and the wellbeing of communities through the protection of local bushland, urban trees, and expansion of the Coastal Open Space System (COSS).

Financial Impact

The process will be led by the DPE, however the project will involve require staff from across various Business Units (including but not limited to Strategic Planning, Natural Assets, Digital Information Systems, and Property Services) in Council to be involved to ensure that the best outcomes for Council are achieved. The level of support for the duration of the project is estimated to be approximately 0.5 FTE across Council.

Social Impact

The Strategic Biodiversity Certification Project provides the opportunity to establish public bushland reserves that can be used for passive recreation. Council's input in the process can influence the identification of the most suitable sites for creating green corridors (Green Grids) in which people and wildlife can move through in an urban context.

Risk Management

It is important that Council works closely with the DPE to promote conservation outcomes that benefit the residents of the Central Coast. Council participation and influence is paramount to this process.

A potential risk is that if Council is not involved in the project offset lands could be located outside of the Central Coast. This would result in a large loss of native vegetation within the LGA. This will reduce the total regional biodiversity values and compromise the Community Strategic Plan objectives to protect and promote our rich environmental assets. Another risk of Council not being involved is that Council will not have input into where future growth areas are being located as part of the project. This may result in inconsistencies in how Council and State Government plan for future population and employment growth.

Conclusion

A Strategic Biodiversity Certification Process that enables key greenfield housing and employment zones that are identified in Council's Strategic Plans to be developed should be encouraged. However, the process must ensure that the establishment of biodiversity offsets occurs on land within the Central Coast Region and integrates with lands in Council's Biodiversity Investment Plan.

It is recommended that Council support and participate in the Strategic Biodiversity Certification Project.

Attachments

- 1** Letter from Department of Planning D13291487



Mr Brian Glendenning
Acting Chief Executive Officer
Central Coast Council
PO Box 20
Wyong, NSW, 2259

Dear Mr Glendenning,

I am writing to request Central Coast Council's support for the Central Coast Strategic Biodiversity Certification Project.

This project is part of the NSW Government's commitment to ensuring housing and employment growth supports the State's economic prosperity and achieves social and environmental sustainability.

The project will apply to the entire Central Coast Region and is being undertaken by the Department of Planning and Environment under the *Biodiversity Conservation Act 2016*. The Office of Environment and Heritage (OEH) is directly engaged with this work, with similar projects also being progressed in other high growth areas such as the Lower Hunter and Western Sydney.

Strategic Biodiversity Certification provides the opportunity to consider biodiversity values at a landscape scale and embed these in the early stages of the planning process. Ultimately, this work is aiming to deliver both the environmental and development outcomes identified in the *Central Coast Regional Plan 2036* at least cost to State and local government and the private sector.

The project is in the initial scoping phase and the Department has briefed Council staff on the project, data requirements and sharing, and project phases. Once the scoping phase is complete, the Department will develop a business case for the proposal and identify NSW Government funding for technical aspects of the project.

Given their role as the regulator for Matters of National Environmental Significance (MNES), the Department is also working with the Federal Government to concurrently progress relevant approvals under the *Environmental Protection and Biodiversity Conservation Act 1999*. This project will rely on existing provisions in State and Federal legislation that provide for strategic biodiversity planning and approvals.

To be successful, the project will require Central Coast Council's ongoing support and involvement, including having a Council staff member on the project control group. I would appreciate Council indicating its broad support for the project and nomination of a central staff contact for the project team.

Following is a brief summary of key information related to this project.

The benefits of Strategic Biodiversity Certification

The benefits of Strategic Biodiversity Certification for the Central Coast are that it will provide:

- A long-term framework to achieve better regional biodiversity, housing, employment and infrastructure outcomes, as identified in the *Central Coast Regional Plan 2036*;
- Greater certainty regarding environmental and development outcomes to the community, investors and infrastructure providers, including Council;
- A program of conservation measures (e.g. new conservation reserves and revegetation areas) to balance the development impact and manage important biodiversity values into the future; and
- Streamlined approvals for subsequent precinct rezonings and development applications, instead of issues being addressed on a site by site basis.

Council's involvement in the project

Both Council and the NSW Government will have ongoing roles in implementing the project to ensure ongoing conservation outcomes are achieved over the short, medium and longer term.

Council's initial involvement will be based around project scoping and the identification of biodiversity values, planned development areas and infrastructure proposals to be included in the project. In later project stages, Council's assistance will be required for land access for field survey work and identifying the proposed conservation measures to offset expected biodiversity impacts.

While this project is a priority, I also note it is a complex undertaking that may take up to three years to receive relevant State and Federal approvals. The Department and OEH will work with Council to ensure the impact on existing planning proposals and projects is understood and does not cause unnecessary delays.

Stakeholder Engagement

Community engagement and consultation will be a key component of the project, with the community being able to comment at several key stages. Key stakeholders will include environmental and community groups, the development industry and landowners, including major land owners such as Central Coast Council and the Darkinjung Local Area Land Council, who will be critical to the success of the project. The Department would also welcome the opportunity to work with Council to identify and engage with relevant stakeholders.

Relationship with transitional arrangements for the new biodiversity provisions

The Department and OEH will continue to work through transitional arrangements associated with the *Biodiversity Conservation Act 2016* and how they relate to this project and Council's other activities and programs.

This will include:

- existing and underway biodiversity agreements e.g. Warnervale Town Centre Biocertification, concurrences for Somersby and Wadalba and the draft Wyong Employment Zone Biocertification; and
- the declaration of the Central Coast and several other high growth locations as Interim Designated Areas (IDAs) under the new Act, where the previous provisions relating to development assessment will continue to apply until 25 November 2018.

While the IDA declaration is largely unrelated to the Strategic Biodiversity Certification project, we will continue to work closely with Council and OEH to address any issues that arise.

Should you have any further questions in relation to the Central Coast Strategic Biodiversity Certification project or would like additional briefings, please contact Mr Greg Sullivan, Director Operations Central Coast, NSW Department of Planning and Environment on 02 4345 4479.

Yours sincerely



Lee Shearer
Coordinator General
Central Coast



Item No: 4.1
Title: Deferred Item - Miscellaneous Amendment to GLEP2014 and WLEP2013
Department: Environment and Planning

27 August 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-03 - D13305710

Author: Lynda Hirst, Senior Strategic Planner
Manager: Matthew Prendergast, Unit Manager, Strategic Planning
Executive: Scott Cox, Director, Environment and Planning

Summary

Council, at its meetings held 13 August 2018 resolved:

That Council defer matters 2.2, 5.2, 6.1, 8.3, 8.4 and 10.1 to the next Ordinary Meeting of Council being held 27 August 2018 in accordance with the adopted Code of Meeting Practice.

Recommendation

- 1 That Council note the deferred Miscellaneous Amendment to GLEP2014 and WLEP2013 report which is Attachment 1 to this report.**
- 2 That Council prepare a planning proposal to amend Gosford Local Environmental Plan 2014 and Wyong Local Environmental Plan 2013 to address minor issues and correct anomalies, pursuant to Section 3.33 of the Environmental Planning and Assessment Act, 1979.**
- 3 The planning proposal include the recommended amendments to Gosford Local Environmental Plan 2014 and Wyong Local Environmental Plan 2013, as outlined in the report to Council of 26 March 2018, subject to the following changes:**
 - A new clause to specify a minimum lot size for dual occupancy development in Wyong Local Environmental Plan 2013.**
 - Removal of the proposed listing of Glover's Lane as part of the Lakeside Plaza Key Site in Wyong Local Environmental Plan 2013;**
 - Removal of the proposed amendment to update the property addresses in Schedule 5 – Environmental Heritage of Gosford Local Environmental Plan 2014; and**
 - Removal of the proposed amendment to delete clause 6.3 of Gosford Local Environmental Plan 2014 and Wyong Local Environmental Plan 2013.**

- 4 *That Council forward the planning proposal to the NSW Minister for Planning requesting a Gateway Determination, as well as requesting delegation for Council to finalise and make the draft Local Environmental Plans, pursuant to Section 3.34 of the Environmental Planning and Assessment Act, 1979.***
- 5 *That Council undertake community and public authority consultation, in accordance with the Gateway Determination requirements, pursuant to Schedule 1 cl 4 and Section 3.35 of the Environmental Planning and Assessment Act, 1979.***
- 6 *That Council consider a further report on results of the agency and community consultation.***

Attachments

- 1 Miscellaneous Amendment to GLEP2014 and WLEP2013 D13217500**



Item No: 5.2
Title: Miscellaneous Amendment to GLEP2014 and WLEP2013
Department: Environment and Planning

13 August 2018 Ordinary Council Meeting

Trim Reference: F2010/00500 - D13217500

Author: Lynda Hirst, Senior Strategic Planner

Manager: Matthew Prendergast, Unit Manager Strategic Planning

Executive: Scott Cox, Director Environment and Planning

Report Purpose

The purpose of this report is for Council to consider a supplementary report for a Planning Proposal to amend the *Gosford Local Environmental Plan 2014* and the *Wyang Local Environmental Plan 2013* to address a number of minor issues and anomalies with the operation of these plans.

The report recommends that Council prepare a planning proposal to amend both the *Gosford Local Environmental Plan 2014* and *Wyang Local Environmental Plan 2013*.

Recommendation

- 1 That Council prepare a planning proposal to amend Gosford Local Environmental Plan 2014 and Wyong Local Environmental Plan 2013 to address minor issues and correct anomalies, pursuant to Section 3.33 of the Environmental Planning and Assessment Act, 1979.**
- 2 The planning proposal include the recommended amendments to Gosford Local Environmental Plan 2014 and Wyong Local Environmental Plan 2013, as outlined in the report to Council of 26 March 2018, subject to the following changes:**
 - **A new clause to specify a minimum lot size for dual occupancy development in Wyong Local Environmental Plan 2013.**
 - **Removal of the proposed listing of Glover's Lane as part of the Lakeside Plaza Key Site in Wyong Local Environmental Plan 2013;**
 - **Removal of the proposed amendment to update the property addresses in Schedule 5 – Environmental Heritage of Gosford Local Environmental Plan 2014; and**
 - **Removal of the proposed amendment to delete clause 6.3 of Gosford Local Environmental Plan 2014 and Wyong Local Environmental Plan 2013.**

5.2 Miscellaneous Amendment to GLEP2014 and WLEP2013 (contd)

- 3 That Council forward the planning proposal to the NSW Minister for Planning requesting a Gateway Determination, as well as requesting delegation for Council to finalise and make the draft Local Environmental Plans, pursuant to Section 3.34 of the Environmental Planning and Assessment Act, 1979.**
- 4 That Council undertake community and public authority consultation, in accordance with the Gateway Determination requirements, pursuant to Schedule 1 cl 4 and Section 3.35 of the Environmental Planning and Assessment Act, 1979.**
- 5 That Council consider a further report on results of the agency and community consultation.**

Background

At its meeting of 26 March 2018, Council resolved to defer consideration of a housekeeping Planning Proposal for *Gosford Local Environmental Plan* (GLEP 2014) and *Wyang Local Environmental Plan* (WLEP 2013) for a Councillor Briefing. A presentation on the content and background of the planning proposal was given to the Councillors on 16 April 2018. This supplementary report responds to matters discussed at that Councillor Briefing and proposed changes to the planning proposal.

Assessment

The key matters discussed at the Councillor briefing include:

Why is the Ferry Master's Cottage not being listed as a Heritage Item at the correct address as part of this amendment?

The *Wyang Shire-wide Heritage Review* prepared by David Scobie (Heritage consultant) was publicly exhibited from 15 December 2010 to 16 February 2011. The former Wyong Shire Council resolved on 13 July 2011, to adopt the *Wyang Shire-wide Heritage Review*, subject to the inclusion of an additional heritage item being the Ferry Masters Cottage at The Entrance.

Following the Council resolution, David Scobie prepared a Heritage Inventory sheet for the Ferry Masters Cottage which correctly identified the location of the heritage item at No.113 The Entrance Road, The Entrance. However, the site was incorrectly mapped as 101 The Entrance Road, The Entrance on the WLEP 2013 Heritage Map and subsequently incorrectly listed in Schedule 5 of WLEP 2013 when it was prepared in 2013.

This planning proposal seeks to amend Schedule 5 of the WLEP 2013 and the Heritage Map, to remove the Ferry Master's Cottage from the incorrect listing at No. 101 The Entrance Road, The Entrance.

5.2 Miscellaneous Amendment to GLEP2014 and WLEP2013 (contd)

Council will commence the process to correct the listing at No. 113 The Entrance Road, The Entrance in accordance with the standard process for listing heritage properties, as outlined below. It is recommended that this process be undertaken separate to the Miscellaneous Amendment to enable Council's Heritage Officer to review the nomination and undertake consultation with the land owner prior to Council resolving to include the site as a heritage item in the WLEP 2013.

The process for listing an item on Council's Heritage Schedule under either GLEP2014 or WLEP2013 is as follows:

- 1 A heritage nomination has been identified through a heritage study or has been nominated by Council's Heritage Officer, landowner, community member or the Central Coast Heritage Advisory Committee.
- 2 The heritage nomination is reviewed by Council's Heritage Officer. A Heritage Inventory entry on the Council database is then prepared.
- 3 The Heritage Officer will make an initial assessment of the nomination. This will include a site visit to assess potential significance.
- 4 If there is evidence of potential harm, the Interim Heritage Order process may be activated.
- 5 Nominated items will be grouped until there are sufficient items listed to warrant the preparation of a planning proposal. This is approximately every two years.
- 6 The Heritage Advisory Committee will review the nominations and will provide research into the history and architectural merit of the nominations. This information will be included on the Heritage Inventory Database. The Heritage Officer will report whether to proceed with a heritage listing.
- 7 The owners of the potential heritage items will be contacted to discuss the proposal, provide information and to make a submission on the heritage listing.
- 8 The submissions will be reviewed and a report to Council prepared with recommendations on the listing and a request to proceed to prepare a planning proposal.
- 9 The planning proposal will be sent to Department of Planning and Environment for a Gateway Determination. If Gateway approval is provided the planning proposal will be placed on public exhibition for a minimum period of 28 days
- 10 A report is prepared for Council in response to Government agency and community feedback and a final recommendation for the proposed heritage listing.
- 11 Council or the Department of Planning & Environment (dependant on the terms of the Gateway) will finalise the making of the amendment to Schedule 5 of relevant planning instrument.

In order for a property to be heritage listed, it must meet one or more of the significance criteria described by the Heritage Division of the Office of Environment and Heritage (OEH):

- 1 An item is important in the course, or pattern, of NSW's cultural or natural history (or the cultural or natural history of the local area)

5.2 Miscellaneous Amendment to GLEP2014 and WLEP2013 (contd)

- 2 An item has strong or special association with the life or works of a person, or group of persons, of importance in NSW's cultural or natural history (or the cultural or natural history of the local area)
- 3 An item is important in demonstrating aesthetic characteristics and /or a high degree of creative or technical achievement in NSW (or the local area)
- 4 An item has strong or special association with a particular community or cultural group in NSW (or the local area) for social, cultural or spiritual reasons
- 5 An item has potential to yield information that will contribute to an understanding of NSW's cultural or natural history (of the cultural or natural history of the local area)
- 6 An item possesses uncommon, rare or endangered aspects of NSW's cultural or natural history (or the cultural or natural history of the local area)
- 7 An item is important in demonstrating the principal characteristic of a class of NSW's cultural or natural places, or cultural or natural environments.

Why is the amendment to the Key Site Map for Glovers Lane required when development consent has already been issued for development of Lakeside Plaza at The Entrance?

Following the Councillor Briefing, Council staff have reviewed the need to include Glovers Lane, The Entrance as part of the Lakeside Plaza Key Site under clause 7.11 of the *Wyong Local Environmental Plan 2013* (Key Sites Clause).

Clause 7.11 of the *Wyong Local Environmental Plan 2013* expires on 23 December 2018. Furthermore, as Development Application DA 1080/2014 for the development of this site as a Key Site was approved by Council on 14 December 2015, there is no need to amend the WLEP 2013 Key Sites Map to include Glovers Lane.

Please provide a map to highlight the mapping error for the minimum lot size at 38 Woodbury Park Drive, Mardi

A small portion of this property is incorrectly labelled as AB1 with a minimum lot size of 20 hectares. This is incorrect as the entire property is zoned RE1 Public Recreation and the RE1 zone has no minimum lot size (refer Figure 1).



Figure 1: Minimum lot size for 39 Woodbury Park Drive, Mardi

5.2 Miscellaneous Amendment to GLEP2014 and WLEP2013 (contd)

What land do the Urban Release Areas (URAs) apply to? How do URA's prevent development?

In WLEP 2013, the seven identified URAs (refer Figure 2) are the Wyong Employment Zone (WEZ), Warnervale South, Warnervale Town Centre, Louisiana Road, Hamlyn Terrace, Wadalba, Gwandalan (North) and Gwandalan (South).

In GLEP 2014, there are four identified URAs (refer Figure 3), three in Somersby and one in Narara.



Figure 2: URAs in WLEP2013

5.2 Miscellaneous Amendment to GLEP2014 and WLEP2013 (contd)

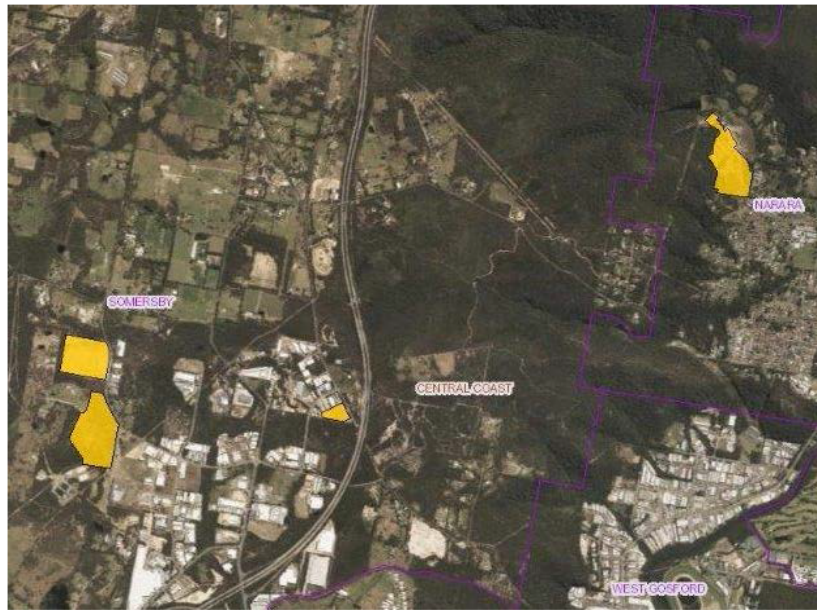


Figure 3: URAs in GLEP2014

Urban Release Areas (URAs) are subject to additional controls to ensure the development of land provides adequate infrastructure and occurs in a logical, cost-effective manner. Development within the URAs is required to occur in accordance with a staging plan, as well as a site specific development control plan (DCP) that responds to precinct level planning issues such as infrastructure provision, transport, recreation, urban design and environmental constraints. The requirement to prepare a staging plan and DCP are identified in clause 6.3 of the WLEP2013 and GLEP2014.

The Miscellaneous Amendment initially intended to delete clause 6.3 of WLEP 2013 and GLEP 2014. However, it is now recommended that Council prepare site specific Development Control Plans for the existing urban release areas as a response to the requirements of clause 6.3 of the WLEP 2013 and GLEP 2014. In the interim this will still be an issue for the submission of a Development Application (DA) in existing URAs that are not yet fully developed. However, it is considered more timely and efficient to prepare a Development Control Plan than amend both WLEP 2013 and GLEP 2014. On this basis, the deletion of clause 6.3 of the WLEP 2013 and GLEP 2014 is not required and is not recommended to be included in this planning proposal.

Provide examples of Development Applications that have utilised the bonus floor space ratio (FSR) provisions under Clause 4.4(2B) of WLEP 2013

5.2 Miscellaneous Amendment to GLEP2014 and WLEP2013 (contd)

This amendment responds to an identified error in the drafting of the Floor Space Ratio (FSR) bonus provisions under *Clause 4.4(2B)* of WLEP 2013. The outcome of the error is that land known as Area 1 at The Entrance has a mismatch between the maximum height of 20m and the maximum FSR of 0.9:1. This amendment is required to resolve this issue and reflect the intention of Council which was to carry across the bonus FSR provisions from *Wyong Development Control Plan (WDCP) 2005: Chapter 64 Multiple Dwelling Residential Development* when creating WLEP 2013.

Amendment No.27 to WLEP 2013 came into effect on 14 July 2017 and amended the FSR from 0.9:1 to 1.85:1 for land located in Area 1 at 77 Oakland Avenue and 6, 8, 15A, 17, 19 and 21 Ashton Avenue, The Entrance. The FSR for this site was increased as it was impracticable for development to achieve a 20m height (permitted for lots greater than 1800m²) with a maximum FSR of 0.9:1.



Figure 4: Building Height map with Area 1 of the Height of Buildings Map highlighted in red

The Gateway Determination issued by the NSW Department of Planning and Environment (DP&E) for the Planning Proposal for Amendment No.27 dated 10 August 2016 required Council to undertake a broader review of the FSR provisions applying to similar areas within The Entrance. The Planning Proposal and subsequent review of FSR provisions highlighted that it was an error that Area 1 at The Entrance was not included when the bonus FSR provisions transferred from *WDCP 2005: Chapter 64* to *Clause 4.4(2B)* of the WLEP 2013.

Supporting the need to correct this error is that Part 2D of the *Apartment Design Guide (ADG)* which is to be read in conjunction with *State Environmental Planning Policy No 65 – Design Quality of Residential Apartment Development (SEPP 65)* provides the following as a guide:

5.2 Miscellaneous Amendment to GLEP2014 and WLEP2013 (contd)

- 3 storey (10 to 12m) development with an FSR of 1:1 and
- 6 -7 storey (19 to 23m) development with an FSR of approximately 2:1.

A review of approved residential development within Area 1 of the Entrance has also shown that the current maximum height of 20m is mismatched to the maximum FSR of 0.9:1.

Application No.	Address	Approved FSR	Approved Height
DA/69/2002	6-9 Copner Ave	1.07:1	6 storey (18m)
DA/3010/2002	8-12 Copner Ave	1.67:1	6 Storey (18.9m)
DA/795/2004	46-48 Oakland Ave	1.76:1	6 Storey (17.9m)
DA/2026/2006	1-5 Armidale St	1.77:1	6 Storey (17.7m)
DA/2539/2004	1-9 Beach St	2:1	6 Storey (18m)
DA/892/2002	15-19 Torrens Ave	2.03:1	6 Storey (18.1m)
DA/736/2010	31-33 Ocean Pde 11-13 Bayview Ave	1.74:1	6-8 storey (24m)
DA/25/2006	9-13 Armidale St	1.62:1	6 storey (18m)
DA/3202/2002	9 Copner Ave	1.1:1	6 storey (17.98m)

Table 1: Approved FSR and Heights for residential flat buildings

Note: building heights shown are from approvals under previous provisions and do not include roof top structures. These structures must be included within height limitations under WLEP 2013.

A review of approved residential development in areas at Toukley and Wyong subject to the FSR bonus under Clause 4.4(2B) was also undertaken. For the 10 year period from 2008 to 2018, no development applications have been approved in these areas using the FSR bonus clause.

Existing development in The Entrance shows that the FSR bonus works in conjunction with the building height bonus to provide a better design outcome (i.e. taller, less bulky buildings with less site coverage) and provides a transition between high density development to the east, and lower density residential development to the west. As such, the bonus FSR provisions should be reinstated for Area 1 through an amendment to Clause 4.4(2B) of WLEP 2013.

Additional amendments to the planning proposal

- 1 Councillors were also advised of the potential impacts of including a new clause to WLEP 2013 for dual occupancy development. This amendment is a new requirement not considered in the previous report to Council, however, it is an response to the NSW Government's *Low Rise Medium Density Housing Code* (the Code) and *Design Guide*. Under this Code, where a Local Environmental Plan (LEP) does not specify a minimum lot size then the Code applies a minimum lot size of 400m².

5.2 Miscellaneous Amendment to GLEP2014 and WLEP2013 (contd)

This would result in a significant variation to minimum lot sizes for dual occupancy development within the former Wyong Shire Council under Wyong Development Control Plan 2013 (DCP). It is noted that the new Code will not affect dual occupancy development within the former Gosford City Council, as a minimum lot size of 550m² is prescribed in the GLEP 2014.

The Code came into effect for most Council areas on 6 July 2018. However, on 25 June 2018 Central Coast Council formally sought an exemption from the Code for 12 months. The Department of Planning and Environment (DP&E) advised on 6 July 2018 that the Code will be deferred in the Central Coast local government area until 1 July 2019 to provide time for Council to align the controls in WLEP 2013 with those prescribed in the Wyong DCP 2013 and GLEP 2014.

It is therefore recommended that Council include a further amendment to the WLEP 2013, to insert a new clause that applies a minimum lot size for dual occupancy development.

- 2 It was proposed to amend Schedule 5 – Environmental Heritage of GLEP 2014 to update the property description for a number of listed heritage items due to changes to their property address. This amendment will now be considered as part of a separate planning proposal which will also nominate new draft heritage items resulting from community nominations across the Central Coast region.

Link to Community Strategic Plan

Theme 2: Smart

Goal C: A growing and competitive region

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

Critical dates or timeframes

The following revised deadlines are anticipated for the Planning Proposal:

- 1 Gateway determination – September 2018
- 2 Agency consultation – October 2018
- 3 Public Exhibition – November/December 2018
- 4 Finalisation of the draft plans – February 2019

5.2 Miscellaneous Amendment to GLEP2014 and WLEP2013 (contd)

Conclusion

It is recommended that Council endorse preparation of a planning proposal to amend the *Gosford Local Environmental Plan 2014* and the *Wyong Local Environmental Plan 2013*, as outlined in the report to Council of 26 March 2018 (Attachment 1).

As a result of the Councillor Briefing, the following changes to the planning proposal are proposed:

- Include a new clause to specify a minimum lot size for dual occupancy development in *Wyong Local Environmental Plan 2013*.
- Remove the proposed listing of Glover's Lane as part of the Lakeside Plaza Key Site in *Wyong Local Environmental Plan 2013*.
- Remove the proposed amendment to update the property addresses in *Schedule 5 – Environmental Heritage of Gosford Local Environmental Plan 2014*; and
- Remove the proposed amendment to delete *clause 6.3 of Gosford Local Environmental Plan 2014* and *Wyong Local Environmental Plan 2013*.

It is recommended that a planning proposal as amended above, be prepared and forwarded to the Minister for Planning for Gateway Determination.

Attachments

- 1** Original Council Report 26 March 2018 D13218617

Attachment 1

Original Council Report 26 March 2018

Item No: 0.0
Title: Miscellaneous Amendment to GLEP2014 and WLEP2013
Department: Environment and Planning



26 March 2018 Ordinary Council Meeting

Trim Reference: F2017/01369 - D13218617

Author: Lynda Hirst, Senior Strategic Planner
Manager: Matthew Prendergast, Unit Manager Strategic Planning
Executive: Scott Cox, Director Environment and Planning

Report Purpose

The purpose of this report is for Council to consider a Planning Proposal to amend the *Gosford Local Environmental Plan 2014* and the *Wyong Local Environmental Plan 2013* to address a number of minor issues and anomalies with the operation of these plans.

The report recommends that Council prepare a Planning Proposal to amend both the *Gosford Local Environmental Plan 2014* and *Wyong Local Environmental Plan 2013*.

Background

Under Division 3.21 of the *Environmental Planning and Assessment Act 1979* (EP&A Act), Councils are required to keep their local environmental plans under regular review to ensure the objectives of the EP&A Act continue to be achieved.

Council staff are currently preparing a Planning Proposal for the consolidated Central Coast Local Environmental Plan which will consolidate the existing *Gosford Local Environmental Plan 2014* (GLEP 2014), *Gosford Planning Scheme Ordinance* (GPSO), *Interim Development Order Number 122 – Gosford* (IDO) and the *Wyong Local Environmental Plan 2013* (WLEP 2013) into one (Local Environmental Plan). A consolidated Central Coast Local Environmental Plan will however only merge the existing plans and will only address issues where provisions within the existing planning instruments differ.

This planning proposal is required in the interim as a separate housekeeping amendment to address specific issues and anomalies that have been identified with the ongoing operation of both the WLEP 2013 and GLEP 2014. The proposed amendments from this planning proposal, if supported, will ultimately be incorporated into the consolidated Central Coast Local Environmental Plan.

Attachment 1

Original Council Report 26 March 2018

Recommendation

- 1** *That council prepare a planning proposal to amend Gosford Local Environmental Plan 2014 and Wyong Local Environmental Plan 2013 to address minor issues and correct anomalies, pursuant to Section 55 of the Environmental Planning And Assessment Act, 1979.*
- 2** *That council forward the planning proposal to the NSW Minister For Planning requesting a Gateway Determination, as well as requesting delegation for Council to finalise and make the draft Local Environmental Plans, pursuant to Section 56(1) of the Environmental Planning And Assessment Act, 1979.*
- 3** *That Council undertake community and public authority consultation, in accordance with the Gateway Determination requirements, pursuant to Sections 56 and 57 of the Environmental Planning And Assessment Act, 1979.*
- 4** *That council consider a further report on results of the agency and community consultation.*

The Proposal

The planning proposal seeks to amend GLEP 2014 and WLEP 2013 to address issues and anomalies identified with the operation of both plans. These amendments are minor housekeeping matters that will address issues that have arisen with the operation and application of both GLEP 2014 and WLEP 2013. The planning proposal will correct these anomalies.

Assessment**Proposed amendments to GLEP 2014**

1. Part 4 – Principal Development Standards – insert new clause to facilitate boundary adjustments in RU1, RU2 or E3 land that achieve better environmental outcomes.

A submission was received during the preparation of Miscellaneous Amendment No.2 to WLEP 2013 in 2015 requesting that Council insert an additional clause to enable boundary adjustments for land zoned RU1, RU2 or E3 where no additional lots or dwelling entitlements are created and the resultant lots achieve a superior outcome for either agricultural or environmental protection or management.

The proposed new clause was considered to have merit but was too late for inclusion in the previous Miscellaneous Amendment. A similar provision is included in the Lake Macquarie Local Environmental Plan 2014, Clause 4.2C.

Attachment 1

Original Council Report 26 March 2018

2. Part 6 – Urban Release Areas (URAs) – Amend Part 6 to remove Clause 6.3.

Recent development enquiries have raised concern with the requirement under Clause 6.3 for a Development Control Plan (DCP) to be prepared for most development proposed within an Urban Release Area (URA). This control is restricting development as most of the URAs are quite small and the provisions of existing DCPs are more than adequate to guide the development of these sites. As such, the requirement for a DCP is considered onerous.

3. Schedule 5 – Environmental Heritage – Update existing heritage listed items to ensure they are listed and addressed correctly.

During Council's annual review of existing heritage items it has been highlighted that a number of heritage items have undergone changes to property description and/or address.

The list of heritage items in the GLEP 2014 needs to be updated to ensure correct description of properties to enable easy identification.

Proposed amendments to WLEP 2013

1. Part 4 – Principal Development Standards – insert new clause to facilitate boundary adjustments in RU1, RU2 or E3 land that achieve better environmental outcomes.

A submission was received during the preparation of Miscellaneous Amendment No.2 to WLEP 2013 in 2015 requesting that Council insert an additional clause to enable boundary adjustments for land zoned RU1, RU2 or E3 where no additional lots or dwelling entitlements are created and the resultant lots achieve a superior outcome for either agricultural or environmental protection or management.

The proposed new clause was considered to have merit but was too late for inclusion in the previous Miscellaneous Amendment. A similar provision is included in the Lake Macquarie Local Environmental Plan 2014, Clause 4.2C.

2. Part 4 – Principal Development Standards – insert new clause to specify requirements for lot amalgamations.

During preparation of the draft consolidated Central Coast LEP, it was identified that the current Clause 4.2B *Erection of dual occupancies and dwelling houses on land within certain rural and environmental protection zones* includes a reference to amalgamated lots but has no provision to require amalgamation of the land identified on the WLEP Lot Amalgamation Map.

This appears to be a drafting error. When the WLEP 2013 was prepared in 2013 it was intended that the lots identified on the Lot Amalgamation Map would be required to amalgamate the land upon development.

Attachment 1

Original Council Report 26 March 2018

3. Part 4 – Principle Development Standards – Amend Clause 4.4(2B) to include Area 1 of the Height of Buildings Map on the Floor Space Ratio (FSR) Map as being subject to the bonus FSR provisions for consolidated sites with a minimum 1500m2 site area.

At its Ordinary Meeting on 11 May 2016 the former Wyong Shire Council resolved:

That Council request that staff review the floor space ratio provisions for land identified as Area 1 on the Wyong Local Environmental Plan 2013 (WLEP 2013) Height of Building Map and that Council be informed of the outcome of this review.

Previously Area 1 at The Entrance was subject to bonus FSR provisions for consolidated sites with a minimum 1500m2 site area under the former Wyong Development Control Plan 2005 (DCP 2005): Chapter 64 Multiple Dwelling Residential Development. The FSR bonus was on a sliding scale with a 7.5% increase to site area for 1500m2 sites, up to 20% increase to site area for sites 4000m2 or greater.

The bonus FSR provisions from Chapter 64 of Wyong DCP 2005 were included under Clause 4.4(2B) of WLEP 2013 and apply to certain Local Centres including Wyong and Toukley. However, it appears to have been an anomaly that Area 1 at The Entrance was not included. It is therefore proposed to add Area 1 at The Entrance to Clause 4.4(2B), with the exception of 77 Oakland Avenue and 6, 8, 15A, 17, 19 and 21 Ashton Avenue, The Entrance which have their own site specific FSR.

4. Part 6 – Urban Release Areas (URAs) – Amend Part 6 to remove Clause 6.3.

Recent development enquiries have raised concern with the requirement under Clause 6.3 for a Development Control Plan (DCP) to be prepared for most development proposed within an Urban Release Area (URA). This control is restricting development as most of the URAs are quite small and the provisions of existing DCPs are more than adequate to guide the development of these sites. As such, the requirement for a DCP is considered onerous.

5. Schedule 1 – Additional Permitted Uses – Amend Item 5 to reflect the original clause from WLEP 1991.

A drafting error during the finalisation of WLEP 2013 amended the provisions applying to Item 5 "Use of certain land at Summerland Road, Summerland Point." The error enables community title subdivision to be created on Part A of the land without the need to be associated with a *managed resort facility*.

Attachment 1**Original Council Report 26 March 2018**

This is not the intent of the clause and not consistent with the previous provisions under WLEP 1991 which specified that subdivision under the *Community Land Development Act 1989* is only permitted on Part A of the site if it is associated with a managed resort facility.

6. Schedule 5 – Environmental Heritage – remove the listing of the Ferry Master’s Cottage from No. 101 The Entrance Road, The Entrance.

A landowner enquiry has identified that the heritage listing of the Ferry Master’s Cottage at No. 101 The Entrance Road, The Entrance is incorrect. The Ferry Master’s Cottage is physically located at No. 113 The Entrance Road, The Entrance.

Schedule 5 of the WLEP 2013 and the Heritage Map will be amended to remove the incorrect listing at No. 101 The Entrance Road, The Entrance. Further consultation will occur with the landowners at No. 113 The Entrance Road, The Entrance to consider correctly identifying this site as part of the heritage items in WLEP 2013.

7. Key Site Map – Amend the map to include the land formerly known as Glovers Lane as part of the Key Site for Lakeside Plaza, The Entrance.

A request was received from the landowner of Lakeside Plaza, The Entrance to include adjoining land, recently transferred into their ownership, on the LEP Key Site Map as part of the Key Site for Lakeside Plaza.

When the Key Site Map was initially prepared Glovers Lane was owned by Council and as such, was not included as part of the adjoining Key Site for Lakeside Plaza. Since that time the road has been officially closed, ownership transferred to Lakeside Plaza and is zoned B2 Local Centre. As such, it is appropriate to include the former lane as part of the Key Site for Lakeside Plaza.

8. Lot Size Map – Amend the map to remove the minimum lot size of 20 hectares (AB1) from 38 Woodbury Park Drive, Mardi

A mapping error during the finalisation of WLEP 2013 applied a minimum lot size of 40 hectares (AB2) to a small portion of Lot 1149 DP 840180 38 Woodbury Park Drive, Mardi. The minimum lot size was subsequently amended to 20 hectares (AB2) due to incorrect labelling when the Lot Size Map was amended as part of WLEP 2013 – Amendment No.3.

The entire site is zoned RE1 Public Recreation under WLEP 2013. The zone has not changed since WLEP 2013 was notified in December 2013. No minimum lot size is applicable for RE1 land. As such, the site should be removed from the Minimum Lot Size map.

Attachment 1**Original Council Report 26 March 2018****Consultation**

Internal consultation for the planning proposal has been undertaken to date and has informed the configuration of the proposed amendments.

Government agency and public consultation requirements for the planning proposal will be detailed in the Gateway Determination and conducted accordingly. It is anticipated that the following agencies will need to be consulted:

- NSW Department of Planning and Environment (DP&E)
- NSW Office of Environment and Heritage (OEH)
- NSW Roads and Maritime Services (RMS)
- NSW Rural Fire Service (RFS)
- Transport for NSW

Statutory Compliance and Strategic Justification

The planning proposal will be prepared having regard for the relevant State Environmental Planning Policies (SEPP), Ministerial Section 117 directions, and the relevant guidelines set out in the regional plans, including the Central Coast Regional Plan 2036. A preliminary assessment of the proposed amendments has considered that they are consistent with these considerations.

Financial Impact

There are no immediate budget impacts as the preparation and progression of the planning proposal will be undertaken in house by Council staff.

Social Impacts

The planning proposal is predominantly a housekeeping exercise to rectify issues and anomalies that have been created within the Local Environmental Plans. The planning proposal provides an opportunity to resolve errors and provide greater certainty for affected landowners as a result.

Environmental Considerations

The proposed amendments are mostly administrative and it is anticipated they will have little to no environmental impact. Consultation will be undertaken with the NSW Office of Environment and Heritage to ensure compliance with the relevant federal and state environmental legislation and policies

Attachment 1**Original Council Report 26 March 2018****Risk Management**

The progression of the planning proposal will consider and mitigate any corporate risks through ensuring:

- Appropriate consultation is undertaken with public authorities during the initial preparation stage
- The community consultation process is open and transparent
- All legislative procedures for planning proposals have been followed.

Critical Dates or Timeframes

Given the minor nature of the planning proposal it is anticipated that the following deadlines will be achieved:

- 1 Gateway determination – May 2018
- 2 Agency consultation – July 2018
- 3 Public Exhibition – September 2018
- 4 Finalisation of the draft plans – December 2018

Conclusion

The preparation of a planning proposal is required to address minor housekeeping matters within the GLEP 2014 and the WLEP 2013 that are not appropriate for inclusion as part of the Consolidated Central Coast Local Environmental Plan, and need to be expedited prior to the preparation of the Comprehensive Central Coast Local Environmental Plan.

It is therefore recommended that a planning proposal be prepared and forwarded to the Minister for Planning for a Gateway Determination.

Attachments

Nil.

Item No: 4.2
Title: Extraordinary Meeting of Council on 3 September 2018
Department: Governance



27 August 2018 Ordinary Council Meeting

TRIM REFERENCE: F2018/00020-03 - D13299633

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

Executive: Brian Glendenning, Executive Manager, Governance

Report Purpose

Proposal to hold an extraordinary meeting of Council at 6.30pm on Monday, 3 September 2018 to review the organisation structure of Councils as required by section 333 of the *Local Government Act 1993*, Gosford Regional Library and Regional Performing Arts and Conference Centre (RPACC).

Recommendation

- 1 That Council resolve to hold an extraordinary meeting of the Council to be held at 6.30pm on Monday, 3 September 2018 in the Council Chambers at 2 Hely Street, Wyong, with the matters to be dealt with at that meeting to be:**
 - (a) Review of organisation structure as required by section 333 of the Local Government Act 1993.**
 - (b) Gosford Regional Library/Regional Performing Arts and Conference Centre (RPACC)**
- 2 That Council request the Chief Executive Officer give public notice of this meeting.**

Context

Review of organisation structure as required by section 33 of the Local Government Act 1993

Section 333 of the *Local Government Act 1993* includes the following:

"....The council must review, and may re-determine, the organisation structure within 12 months after any ordinary election of the council".

The Ordinary Election of Central Coast Council was conducted on Saturday, 9 September 2017.

Section 332 of the *Local Government Act 1993* includes the following relevant to that review and any determination:

"(1) A council must, after consulting the general manager, determine...:

*(a) the senior staff positions within the organisation structure of the council,
(b) the roles and reporting lines (for other senior staff) of holders of senior staff positions...*

(1A) The general manager must, after consulting the council, determine the positions (other than the senior staff positions) within the organisation structure of the council."

Gosford Regional Library/Regional Performing Arts and Conference Centre (RPACC)

At the 28 May 2018 Ordinary Council Meeting, Council resolved in part as follows:

455/18 *That Council request the Acting CEO to commence detailed design of Option 7.2 as presented at the design workshop and contained within Confidential Attachment 4 (noting the proposed programme of works outlined in Confidential Attachment 4) and report back to Council with schematic designs and indicative cost estimates to the Ordinary Council Meeting of 27 August 2018.*

It is proposed to consider this matter at the proposed Extraordinary Meeting to provide Council with a summary of the schematic designs and indicative cost estimates produced as directed at 28 May 2018 Ordinary Council Meeting.

Attachments

Nil

Item No: 4.3
Title: Adoption of additional 2018-19 Fees and Charges
Department: Finance and Information



27 August 2018 Ordinary Council Meeting

Trim Reference: F2018/00637-01 - D13259403

Author: Mellissa McKee, Financial Controller

Manager: Vivienne Louie, Unit Manager, Financial Performance

Executive: Brian Glendenning, Executive Manager, Governance

Report Purpose

Council's 2018-19 Fees and Charges were adopted as part of the 2018-19 Operational Plan ("the Plan") at the ordinary meeting of the Council on 25 June 2018. At that meeting it was resolved to place a number of proposed further and amended Fees and Charges on public exhibition for a period of 28 days to allow for public comment.

This report advises that no submissions were received during that public exhibition, for consideration by the Council and to recommend that Council approve those proposed further and amended fees and charges.

Recommendation

- 1 That Council note that proposed further and amended Fees and Charges for 2018-19 were publicly exhibited from Thursday 5 July 2018 to Thursday 2 August 2018 in accordance with ss. 610F and 705 of the Local Government Act 1993.**
- 2 That Council further note that there were no submissions received by Council during the public exhibition of the proposed further and amended Fees and Charges for the 2018-19 financial year.**
- 3 That Council determine, pursuant to s. 610F of the Local Government Act 1993, to approve the exhibited proposed further and amended Fees and Charges for 2018-19.**

Context

At the ordinary meeting of the Council on 25 June 2018 the Council resolved to adopt the 2018-19 Operational Plan, which included determining the Fees and Charges for the 2018-19 financial year.

Council also resolved, in part:

4.3 Adoption of additional 2018-19 Fees and Charges (contd)

- 554/18 *That Council endorse, for public exhibition pursuant to s. 610F of the Local Government Act 1993, the additional fees set out in attachment 8 to this report.*
- 555/18 *That Council note for proposed fees subject of resolution 7 have not been adopted and that a further report will be presented to Council after the public exhibition of those fees has been completed.*

The proposed further and amended Fees and Charges were exhibited from 5 July 2018 until 2 August 2018. That exhibition was undertaken in accordance with legislative requirements including advertising in the Central Coast Express Advocate, electronic exhibition on Council's website and copies were available at all of Council's Customer Contact Centres and Libraries.

A copy of the proposed further and amended Fees and Charges were presented to Council for public exhibition on 25 June 2018 are included as Attachment 1.

Current Status

No submissions were received during the exhibition period.

Consultation

During exhibition the proposed further and amended Fees and Charges were available at:

- Libraries – Bateau Bay, Erina, Gosford, Kariong, Kincumber, Lake Haven, The Entrance, Tuggerah, Umina, and Woy Woy
- Civic Centres – Gosford and Wyong
- Online – Your Voice Our Coast consultation hub

Options

Council can determine to adopt or not adopt the proposed further and amended Fees and Charges.

Financial Impact

The endorsement of the proposed further and amended Fees and Charges will not have a material impact on the income estimates included in Council's adopted 2018-19 Operational Plan and budget adjustments where required will be able to be captured as part of Council's quarterly budget review process.

Link to Community Strategic Plan

Theme 4: Responsible

Goal G: Good governance and great partnerships

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

Critical Dates or Timeframes

It is important that Council approves the additional proposed Fees and Charges in a timely manner, so that the Business Units affected within Council can begin to collect the revenue streams represented by the fees and charges.

Attachments

- | | |
|--|-----------|
| 1 Proposed Fees and Charges approved for public exhibition on 25 June 2018. | D13303691 |
|--|-----------|

2018-19 SCHEDULE OF FEES AND CHARGES - FEES AND CHARGES REQUIRING EXHIBITION

2018-19 Item Number	Description of Fees and Charges	Unit of Measurement	Price Category	2018-19 Central Coast Council Fee	Other Regulatory Fees and Charges	GST @ 10% Remitted to ATO (if applicable)	TOTAL 2018-19 FEE (GST inclusive where applicable)	Proposed Amendment	Comments
05.10278	Gosford Smart Work Hub								
05.10383	Gosford Smart Work Hub promotional offers will be at the discretion of the Unit Manager and will be time limited only throughout the year	Per agreement	4	10/11 of fee charged	-	1/11 of fee charged	By quote	New fee to allow Council to offer promotions at the Smart Work Hub during the year.	Requires exhibition as this is a new fee to enable Council to offer promotions at the Smart Work Hub during the year.
08.10000	8. CEMETERIES								
08.10018	Right of Interment - niche purchase Memorial Wall	Per request	2	\$570.00	-	\$57.00	\$627.00	Amend fee from \$62.00 which was incorrectly exhibited for 28 days. Fee should have been \$627.00 per request.	Requires re-exhibition. Error in previously exhibited fee and charge.
11.10000	11. DEVELOPMENT ASSESSMENT AND APPLICATIONS								
11.10108	Ground anchors								
11.10109	Ground anchors in road reserve (<i>Roads Act 1993</i> application fee to also be applied)	Per anchor	4	\$750 per anchor plus security deposit of \$50,000 per road frontage	-	\$0.00	\$750 per anchor plus security deposit of ground anchors... to Ground anchors...; \$50,000 per road Amend Unit of Measurement from 'Per frontage month' to 'Per anchor' and amend 2018-19 Fee accordingly	Amend Fee description from 'Piling or security deposit of ground anchors...' to Ground anchors...; Amend Unit of Measurement from 'Per frontage month' to 'Per anchor' and amend 2018-19 Fee accordingly	Requires re-exhibition. Benchmarking against similar sized Councils has been undertaken and it is proposed to adjust the fee accordingly.
25.10000	25. WASTE AND RECYCLING								
25.10029	Bulk Bin Configurations								
25.10029	Modifications to standard bulk bins. For example 'Lids within Lids'	Per application	4	10/11 of fee charged	-	1/11 of fee charged	By quote	New fee for bulk bin configurations	Requires exhibition. Under the previous waste management contract bulk bin configurations were invoiced by the contractor to the customer. The current waste contract requires Council to invoice the customer, so an item needs to be included in Council's Fees and Charges to enable Council to do this.

Item No: 4.4
Title: Comparison of Delegations for Chief Executive Officer
Department: Governance



27 August 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-03 - D13289916

Author: Meg Newington, Governance Officer

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

Executive: Brian Glendenning, Executive Manager, Governance

Report Purpose

To report on a comparison of delegations to General Managers for the former Wyong Shire Council and former Gosford City Council, and neighbouring Councils as resolved by Council.

Recommendation

That Council receive the report on Comparison of Delegations for Chief Executive Officer.

Background

Council at its meeting on 25 June 2018 delegated its powers under s.377 of the *Local Government Act 1993* (the Act) to the Chief Executive Officer, Mr Gary Murphy. In addition, Council resolved in part as follows;

589/18 That Council:

- *Request a further report on delegations regarding planning matters to come back to Council at the last Ordinary Meeting in August.*
- *Request that a further report include details of historic delegations of the former Councils over the last ten years to the then General Managers, and a comparison of other Councils including neighbouring Councils.*

General Manager/Chief Executive Officer's delegations - Former Wyong Council

Mr Kerry Yates (General Manager from 2003 - 2010), Mr Michael Whittaker (General Manager from 2010 – 2015) and Mr Rob Noble (Acting Chief Executive Officer from 2015 – 2016) have all held the position of General Manager/Chief Executive Officer of the former Wyong Council in the past 10 years. During their respective tenures in the position they were delegated all discretionary functions under s.377 of the Act that Council was lawfully able to delegate.

4.4 Comparison of Delegations for Chief Executive Officer (contd)

Mr Yates' delegations were quite detailed and prescriptive. Specifically, the planning conditions imposed are outlined below:

- ** These delegations are restricted by the Planning Circular issued by the Department of Planning on 14 November 2008 (PS 08-014) which requires all Development Applications where there has been a numerical variation greater than 10% in standards under SEPP 1 to be determined by full Council. This includes those applications recommended for refusal.*
- 6 Sign and seal contracts, document and plans pursuant to conditions of Development Consent provided that such authority shall not extend to documents associated with the transfer of land to Council at a sale price greater than one dollar (\$1.00) without the specific approval of Council.*
- 7 Endorse development applications on behalf of Council as applicant and/or owner, for works previously approved by Council, to be undertaken by Council, or on Council's behalf.*

Mr Whittaker and Mr Noble were delegated all functions lawfully permitted under s.377 of the Act with no conditions. This has been the consistent practice since the start of Mr Whittaker's tenure in 2010 until amalgamation in 2016.

Delegations of these former Wyong Council General Managers/Chief Executive Officers are detailed in Attachment 1.

The practice has also continued since amalgamating in 2016, with all General Managers appointed by Council (Mr Noble, Mr Brian Bell, Mr Brian Glendenning and Mr Gary Murphy) being delegated all functions with no prescribed conditions.

General Managers' delegations - Former Gosford Council

Mr Peter Wilson (General Manager from 1995 – 2012) and Mr Paul Anderson (General Manager from 2012 – 12 May 2016) held the position of General Manager of the former Gosford City Council in the past 10 years. During their respective tenures they were delegated all discretionary functions which Council was able to lawfully delegate under s.377 of the Act.

Mr Wilson's delegations did not have conditions placed on any functions.

Mr Anderson's delegations were more prescriptive. Specifically, the following conditions under the *Environmental Planning and Assessment Act* (EP&A Act) were imposed:

- 1 To determine applications by approval for any purpose, unless the development:*

 - is in excess of fifteen million dollars (\$15,000,000) value;*

- *is subject to more than five (5) unresolved submissions representing an objection, provided that the objection is not a minor nature or it is not specific to the development proposal;*
 - *is such that a Councillor request the application be referred to Council for determination. Such request should be discussed with the Director Governance and Planning and a clear reason given for such request;*
 - *is significant in its content, in the opinion of the Director Governance and Planning;*
 - *has originally been determined by Council and is subject to a Section 96 application within 5 years of being originally determined by Council.*
- 2 *To determine applications to extend the period specified under Section 95A(1) by one (1) year and in accordance with Section 95A(2), where there has been no change in the provision of any planning instrument, development control plan, or Section 94 Contributions Plan affecting the land.*
- 3 *Determine applications to convert Strata Subdivisions of Dual Occupancies approved pursuant to Sydney Regional Environmental Plan No 12 – Dual Occupancy Development into Torrens Title.*

For reference purposes, it should be noted that Section 95A of the EP&A Act in (2) above has been replaced by section 4.54 following changes to the Act which came into effect on 1 March this year.

Delegations of these former Gosford City Council General Managers/Chief Executive Officers are detailed in Attachment 2.

Other/Neighbouring Councils

With regard to neighbouring Councils, delegations to General Managers/Chief Executive Officers vary as follows:

Hornsby Shire Council

Hornsby Shire Council's delegated powers to the Acting General Manager with regard to planning matters do not extend to:

Adoption of Local Environmental Plans, Development Control Plans and Section 94 Contribution Plans pursuant to the Environmental Planning and Assessment Act 1979

City of Newcastle

Newcastle Council has prescribed a range of planning conditions on the Chief Executive Officer's delegation as follows:

- 25 *determination of applications for development consent under the Environmental Planning and Assessment Act 1979 (development application) that are to be referred to the Development Applications Committee.*

Limitation 25 does not apply during a Recess Period where the Instrument of Delegation to the Development Applications Committee is placed on hold, in which case the determination of all development applications is delegated jointly to the Lord Mayor and Chief Executive Officer (except those limited by relevant legislation) provided:

- i such delegation is exercised following receipt by the Lord Mayor and Chief Executive Officer of reports or other business papers in a form similar to the form of reports or other business papers normally submitted to Council or a Council Committee;*
- ii those reports or other business papers are to be circulated to Councillors at least three business days prior to the exercise of delegations;*
- iii where written objections by three Councillors on any one item are received by the Lord Mayor or Chief Executive Officer, stating relevant reasons for objection, the item is to be deferred until the next relevant Development Applications Committee meeting of Council; and*
- iv any such decisions made by the Lord Mayor and Chief Executive Officer pursuant to such delegation is to be reported to the next meeting of Council.*

Lake Macquarie Council

Lake Macquarie Council has no conditions placed on the Chief Executive Officer's delegations.

For comparison purposes, delegations to these General Managers/Chief Executive Officers are detailed in Attachment 3.

Link to Community Strategic Plan

Theme 4: Responsible

Goal G: Good governance and great partnerships

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

Attachments

- | | | |
|----------|--------------------------------------|-----------|
| 1 | Former WSC GM delegations | D13291221 |
| 2 | Former GCC GM delegations | D13290504 |
| 3 | Neighbouring Councils GM delegations | D13290506 |

GENERAL MANAGER-K YATES

*** These delegations are restricted by the Planning Circular issued by the Department of Planning on 14 November 2008 (PS 08-014) which requires all Development Applications where there has been a numerical variation greater than 10% in standards under SEPP 1 to be determined by full Council. This includes those applications recommended for refusal.*

Subject to any direction by the Mayor that the matter in respect of which any function hereinafter set forth is to be exercised shall be referred for its exercise to the Council, the GENERAL MANAGER to exercise the following functions:

- 1 The exercise of all discretionary functions which Council is capable of delegating and is not statutorily prohibited from so doing, but excluding any function which may, by resolution of Council or direction of the Mayor be reserved to Council.
- 2 Carry on the regular water and sewerage services, functions and operations of the Authority in accordance with any resolution or policy of the Authority within the authorities and constraints contained in the adopted Manual of Standard Procedures and any such amendments to the Manual, and including the exercise of all discretionary functions which the Authority is capable of delegating and is not prohibited from so doing under Section 291 of the Water Management Act 2000, but excluding any function which may by resolution of Council as the Authority or direction of the Mayor be reserved to Council as the Authority.

Without limiting 1 and 2 above:

- 3 Carry on the regular services and operations of the Council within the sums voted by the Council for expenditure thereon, and in accordance with the resolution of Council.
- 4 Pursuant to the provisions of Section 332 and 337:
 - appoint staff in accordance with an organisation structure and resources as approved by the Council;
 - direct and dismiss staff PROVIDED that the General Manager may appoint or dismiss Senior Staff only after consultation with the Council;
 - review contracts of senior staff within limits approved by Council.
- 5 Sign all applications addressed to the Registrar General to record the Council as the registered owner of resumed land and for the issue of a Certificate of Title in respect of any lands dedicated as a result of the registration of a linen plan of subdivision.
- 6 Sign and seal contracts, documents and plans pursuant to conditions of Development Consent provided that such authority shall not extend to documents associated with the transfer of land to Council at a sale price greater than one dollar (\$1.00) without the specific approval of Council.
- 7 Endorse development applications on behalf of Council as applicant and/or owner, for works previously approved by Council, to be undertaken by Council, or on Council's behalf.
- 8 Sign orders to engage consultants, obtain quotations and authorise the purchase of goods, works and services to the limits authorised in the Manual of Standard Procedures - Purchasing.

GENERAL MANAGER-K YATES (continued)

- 9 In accordance with the provisions of the Local Government (Tendering) Regulation 1999, determine whether tenders are to be called by open tender, or selective tender after advertising for expressions of interest or selective tendering from recognised contractors.
- 10 Determine the period a tender is to be open for submission of tenders (such period must be a minimum of 21 days).
- 11 Determine a later date for closing of a tender after it has been advertised where circumstances show that the deadline originally set may not allow enough time for meaningful tenders to be submitted.
- 12 In accordance with the adopted procedure appoint consultants and/or firms/persons to contractual positions to undertake functions or arrangements approved by budget and/or created for particular purposes.
- 13 Authorise petty cash claims on consumable items for use within the Department and to a maximum value of \$200.00 (excluding GST) on any one purchase.
- 14 Purchase goods, works and services in accordance with the requirements of the Purchasing Manual and the following monetary limits (excluding GST):

Limit of authority for any one purchase

\$150,000.00 or such greater sum as may be necessary to purchase goods or services for works already approved by Council where such goods or services are purchased pursuant to the provisions of the Local Government Act 1993
All capital and consumable items

- 15 Carry on the regular services, functions and operations of Council in accordance with any resolution, or policy or procedure of Council and within the authorities and constraints contained in the adopted Manuals of Standard Procedures and any such amendments to the Manual.
- 16 Make operating decisions which vary the Manual of Standard Procedures, provided such variations are reported to Council at least once annually.
- 17 Determine matters which are to be included in the business papers for Council and Committee meetings subject to the inclusion of the following items whenever they arise, namely:
 - reports on matters which cannot be determined under delegated authority;
 - reports required to be submitted under any Act or Regulation;
 - reference to any deputations which the Council has agreed to receive;
 - matters requiring a determination of Policy;
 - reports directed by Council to be submitted;
 - matters essential for the Council's information.
- 18 Accept, subject to Governor's approval, loan offers up to the amount approved by the Loan Council and the Department of Local Government for each financial year at interest rates not exceeding that approved by the Loan Council from time to time for the purpose and amounts adopted by specific resolution of Council.

GENERAL MANAGER-K YATES (continued)

- 19 In accordance with a resolution of the Council sign and seal Inscribed Stock Certificates and Transfers.
- 20 In accordance with a resolution of the Council make application to the Governor for approval to raise loans and to sign and seal such application and loan mortgage documents.
- 21 Authorise action to be taken to comply with any policy of Council or any provision of the Local Government Act or of any other law, statutory or otherwise, affecting the Council.
- 22 Authorise servants of Council to issue notices, orders and fines, for infringement of any Act or Regulation as prescribed by that Act or Regulation.
- 23 Approve the emergency allocation of funds in accordance with the Councillors' Community Improvements Grants Policy.
- 24 Approve the destruction of Council records in accordance with the State Records Act 1998 other than the following:
 - a Minute Books of the meetings of the Council and where kept, minute books of the meetings of committees of the Council;
 - b registers of legal records;
 - c deeds of conveyance of land, certificates of title, leases or mortgages of land, contracts for sale of land, and affidavits of service of rate notices;
 - d cemetery and burial registers;
 - e registers and indexes of Council files;
 - f certified copies of electoral rolls, Returning Officers' declarations of elections and of polls and registers of Returning Officers' declarations of elections and of polls;
 - g rate books;
 - h audited annual statements of accounts, reports of the auditor and reports of a local government inspector;
 - i maps of water, sewerage or drainage works;
 - j registers of development consents;
 - k maps and registers of residential districts;
 - l registers of building applications and registers of building approvals;
 - m approved building applications and relevant plans and specifications;
 - n road maps and road registers;

GENERAL MANAGER-K YATES (continued)

- o records of contracts entered into by the Council relating to engineering, building programmes and public works;
 - p any records required to be permanently retained under the General Records Disposal Schedule referred to in subclause (5).
- 25 Pursuant to Chapter 8 Part 2 of the Local Government Act, 1993, Part 11 of the Roads Act 1993 and Section 118A(1) of the Environmental Planning and Assessment Act authorise servants of Council to enter upon private property, pursuant to the provisions of these Acts, for the purpose of carrying out inspections under those Acts.
- 26 Pursuant to Section 34 of the Freedom of Information Act 1989, to act as a review officer for refusals on appeals from decisions of the Public Officer and determine applications for access to information.
- 27 Write off or abandon rates due to Council up to a maximum of \$2,400.00 for any one assessment. The amount shall be \$2,000.00 for combined rates plus an additional \$400.00 for interest and may only be abandoned or written off under the following circumstances:
 - a in accordance with Section 567 of the Local Government Act 1993 (Extra Charges - Hardship);
 - b in accordance with Section 564 of the Local Government Act 1993 (Payment by Arrangement - Extra Charges only);
 - c in accordance with Section 601 of the Local Government Act, 1993 (Hardship - Change in Valuation);
 - d in accordance with Section 607 of the Local Government Act, 1993 and Clause 13 of the Local Government (Rates and Charges) Regulation 1999;
 - e if the property becomes non-rateable;
 - f due to reduction in values by the Valuer General;
- 28 Write off or abandon monies other than rates owing to Council up to a maximum of \$2,000.00 for any one property, individual, or matter, providing he is satisfied the circumstances of the case are either:
 - a The monies are uneconomical to recover.
 - b The debtor involved cannot be traced.
 - c In the case of Water Consumption Charges -
 - i the charge is based upon an incorrect meter reading, a reading from a defective meter; or
 - ii a proportion of the charge is based on water consumption resulting from an undetected defect in an internal water service as certified by a licensed plumber or other appropriate person; or

GENERAL MANAGER-K YATES (continued)

- iii sufficient evidence has been provided to substantiate a claim that the water consumption was beyond the control of the owner/occupier of the land, and/or
 - iv All legal avenues to recover the debt have been exhausted.
- 29 Write off amounts rounded down on a quarterly basis as a result of Council's cash business transaction.
- 30 To exercise the powers conferred by the Director General of the Department of Health under the Food Act, 2003 to close food premises.
- 31 Settle mediated disputes before the Land and Environment Court where Council's position is not prejudiced by the process of mediation, and where such mediation would be of economic benefit. All such matters to be reported to Council upon settlement.
- 32 Approve land dealings by Council staff in accordance with the provisions of the Local Government Code of Conduct which refer to land dealings by staff in respect of land other than their principal place of residence.
- 33 Pursuant to Section 378 of the Local Government Act 1993 and subject to any conditions deemed by the General Manager to be appropriate, delegate wholly or partly the functions set out in Schedules 1 to 70 inclusive of this Manual to the holders for the time being of the office or position nominated in each such Schedule and revoke, wholly or partly any delegation.
- 34 Authorise immediate work to make safe identified problems in the workplace as a result of an Occupational Health and Safety audit, inspection, observation and/or as a result of a risk assessment undertaken by the person responsible for the workplace. These corrective actions are subject to existing delegations imposed on expenditure. Should the corrective action exceed delegated authority, the issue must be immediately referred to the Mayor and/or Council for appropriate action and the area secured to prevent injury.
- 35 In accordance with Section 169(3) of the Heritage Act, 1977, for items listed on the State Heritage Register, determine whether public notice of an application under Section 60 of the Heritage Act, 1977 should be given under Section 61 of that Act.
- 36 In accordance with Section 169(3) of the Heritage Act, 1977, for items listed on the State Heritage Register, approve under Section 63 of the Heritage Act, 1977, an application made under Section 60 of that Act, and all incidental powers, function and duties thereto.
- 37 In accordance with the Heritage Act, 1977, make Interim Heritage Orders.
- 38 Determine concession for registered charities and other nominated organisations for Council facilities.
- 39 The authority to carry out the resolutions of the Central Coast Regional Organisation of Councils in so far as they relate to the distribution of grant funds from State and Federal Governments.



Category 1 Signing

WYONG SHIRE COUNCIL

Instrument of Delegation to General Manager, Michael Whittaker

The Council of the Shire of Wyong has resolved 23 June 2010 to:

- 1 Revoke any previous delegation or sub-delegation of the functions of the Council to the General Manager of the Council;
- 2 Delegate to the General Manager of the Council all of its functions except for those functions which must not be delegated pursuant to section 377(1) of the Local Government Act, 1993 or those specifically excluded within this instrument;
- 3 Sub-delegate to the General Manager of the Council all functions delegated to the Council except as provided in the relevant instrument of delegation to the Council;

This instrument now finalises Council's Delegation of Powers as detailed above to Michael Whittaker, General Manager, Wyong Shire Council. This instrument of delegation shall take effect on 23 June 2010.

Signed on behalf of the elected Council of Wyong Shire:



Bob Graham
MAYOR
WYONG SHIRE COUNCIL
23 June 2010



Lisa Matthews
DEPUTY MAYOR
WYONG SHIRE COUNCIL
23 June 2010



Instrument of Delegation and Sub-delegation to Acting General Manager (Chief Executive Officer) Mr Robin Douglas Noble

On 26 August 2015 Wyong Shire Council resolved to:

- 1 Revoke any previous delegation or sub-delegation of the functions of the Council to the General Manager of the Council;
- 2 Delegate to Mr Rob Noble, whilst he holds the position of Acting General Manager (Chief Executive Officer), all of its functions except for those functions which must not be delegated pursuant to section 377(1) of the *Local Government Act 1993*;
- 3 Sub-delegate to Mr Rob Noble, whilst he holds the position of Acting General Manager (Chief Executive Officer), all functions delegated to the Council.

The revocation, delegation and sub-delegation set out above are to take effect on 14 September 2015.



Mayor



Deputy Mayor

I accept the delegations and sub-delegations made to me by this instrument.



Robin Douglas Noble
**ACTING GENERAL MANAGER
(CHIEF EXECUTIVE OFFICER)**

Dated: 30/8/15



Telephone (02) 4325 8222

Please Quote:

12983187
Shane Sullivan:am
20 August 2015

Mr Paul Anderson
Chief Executive Officer
GOSFORD CITY COUNCIL

Gosford City Council

49 Mann Street
Gosford NSW 2250
PO Box 21
Gosford NSW 2250
DX 7211 Gosford

Telephone: 02 4325 8222
Facsimile: 02 4323 2477
goscity@gosford.nsw.gov.au
www.gosford.nsw.gov.au
ABN 78 303 458 861

Dear Paul

Delegations for PE 16437

In accordance with the review of Delegations on 24 June 2014 and subsequent amendments to date, your delegations include:

Title	Details
DELEGATION OF AUTHORITY	By Council's Minute No 2012/709 dated 4 December 2012, Minute No 2013/278 dated 28 May 2013, Minute No 2014/622 dated 11 November 2014, Minute No 2015/77 dated 10 March 2015 and Minute No 2015/341 dated 28 July 2015 the Chief Executive Officer is authorised in respect to the following Acts:-
LOCAL GOVERNMENT ACT S.377	<p>A The delegation as General Manager to undertake those powers, functions, duties and responsibilities contained in the Local Government Act 1993 and Council's Policy/Delegations Manuals, as amended, and further delegation under Section 377 of the Local Government Act 1993 to include those powers of Council as specified in all other Acts under which Council has powers, authorities, duties and functions.</p> <p>B The General Manager will sub-delegate functions under these other Acts in accordance with Section 378(2) of the Local Government Act 1993.</p> <p>C To manage litigious matters.</p> <p>D 1 To determine applications by approval for any purpose, unless the development:</p> <p style="padding-left: 40px;">a is in excess of fifteen million dollars (\$15,000,000) value;</p>

	<ul style="list-style-type: none"> b is subject to more than five (5) unresolved submissions representing an objection, provided that the objection is not a minor nature or it is not specific to the development proposal; c is such that a Councillor request the application be referred to Council for determination. Such request should be discussed with the Director - Governance and Planning and a clear reason given for such request. d is significant in its content, in the opinion of the Director Governance and Planning. e has originally been determined by Council and is subject to a Section 96 application within 5 years of being originally determined by Council. <p>2 To determine applications by refusal for any purpose, unless the development:</p> <ul style="list-style-type: none"> a is such that a Councillor requests the application be referred to Council for determination. b is significant in its content, in the opinion of the Director - Governance and Planning. c has originally been determined by Council and is subject to a Section 96 application within 5 years of being originally determined by Council. <p>3 To determine applications to extend the period specified under Section 95A(1) by one (1) year and in accordance with Section 95A(2), where there has been no change in the provision of any planning instrument, development control plan, or Section 94 Contributions Plan affecting the land.</p>
<p>ENVIRONMENTAL PLANNING & ASSESSMENT ACT 1979</p>	<p>E Determine applications to convert Strata Subdivisions of Dual Occupancies approved pursuant to Sydney Regional Environmental Plan No 12 - Dual Occupancy Development into Torrens Title.</p> <p>F The General Manager has authority under the amended Water Management (Water Supply Authorities) Regulation 2004 to:</p> <ul style="list-style-type: none"> 1 make an order restricting the use of water. 2 cut off or restrict supply. 3 carry out the day to day functions of the Water Management Act 2000.

PLUMBING AND DRAINAGE ACT 2011 S.21	<p>4 appoint authorised officers to issue certificates.</p> <p>G Exercise things authorised under the Instrument of Delegation by the Department of Fair Trading.</p>
LOCAL GOVERNMENT ACT 1993	<p>Functions of General Manager</p> <p>Section 335 - Functions of General Manager</p> <p>1 The General Manager is generally responsible for the efficient and effective operation of the council's organisation and for ensuring the implementation, without undue delay, of decisions of the council.</p> <p>2 The General Manager has the following particular functions:</p> <ul style="list-style-type: none"> • to assist the council in connection with the development and implementation of the community strategic plan and the council's resourcing strategy, delivery program and operational plan and the preparation of its annual report and state of the environment report • the day-to-day management of the council • to exercise such of the functions of the council as are delegated by the council to the General Manager • to appoint staff in accordance with an organisation structure and resources approved by the council • to direct and dismiss staff • to implement the council's equal employment opportunity management plan. <p>3 The General Manager has such other functions as may be conferred or imposed on the General Manager by or under this or any other Act.</p>

Yours sincerely

Shane Sullivan
Public Officer

4325 8222

Nic Pasternatsky:nh
PE: 10636
11 February 2011

Peter Wilson
General Manager

Dear Mr Wilson

In accordance with a Council resolution on 14 June 1994 and subsequent amendments, and following the latest review of Council Policies in 2009, your delegations include:-

- A The delegation as General Manager to undertake those powers, functions, duties and responsibilities contained in the Local Government Act 1993 and Council's Policy/Delegations Manuals, as amended, and further delegation under Section 377 of the Local Government Act 1993 to include those powers of Council as specified in all other Acts under which Council has powers, authorities, duties and functions.
- B Delegation given to the General Manager by a person other than the Council under other Acts.
(Section 381 Local Government Act).
- C To instruct Council's solicitors relating to matters in the Land and Environment Court.

Yours faithfully

Nic Pasternatsky
Public Officer

Instrument of Delegation to the Chief Executive Officer

Dated 12 December 2017



- A. This Instrument of Delegation recognises that certain functions are conferred on the Chief Executive Officer under section 335 of the Local Government Act 1993 (Act), including the day-to-day management of Council.
- B. Pursuant and subject to section 377 of the Act, Council delegates to the person holding the position of Chief Executive Officer from time to time Council's Functions under the Act and all other acts and regulations in force and as amended from time to time conferring Functions on Council subject to any conditions or limitations in Schedule 1.

SCHEDULE 1: LIMITATION OF FUNCTIONS DELEGATED TO THE CHIEF EXECUTIVE OFFICER

GENERAL

1. the functions which are required by or under the Act or by or under any other act or instrument to be exercised by the governing body of the Council, this includes but is not limited to the functions listed in section 377 (1) of the Act;
2. functions and authorities delegated to the Lord Mayor;

POLICY AND PROCEDURE

3. the power to make or amend Council Policy;
4. the release for public exhibition and comment of any plan or policy, which is required by legislation to be exhibited;
5. the exercise of functions in a manner not consistent with the policies and decisions of Council, or reasonable and lawful direction of the Lord Mayor;

BUDGET AND RESOURCE ALLOCATION

6. approving Council's budget;
7. the setting of priorities for Major Projects and Major Asset Preservation Programs;
8. variation to Major Projects (projects exceeding \$5m) exceeding an amount of 10% above the approved project budget;
9. the approval of the final design in relation to any new capital works item and any other capital works item specified by Council in the budget approval process where the budget exceeds \$5m;



10. the awarding of contracts for any tender called pursuant to section 55 (1) of the Act where the value is greater than \$1m;
11. writing off bad debts or waiving fees and charges, for amounts above \$10,000 (including GST);

ORGANISATIONAL STRUCTURE AND PERSONNEL MATTERS

12. the approval of the organisation structure at Director level, except for transitional or temporary arrangements;
13. the appointment of Senior Staff Contract positions unless prior consultation with Council has occurred, (the CEO may make transitional or temporary arrangements);
14. entering into a new enterprise agreement except after consultation with Council;

COUNCIL OPERATIONS AND SERVICES

15. carrying out new non-core services not already approved by Council;
16. variation of any existing Council service that would have overall negative implications for Council in terms of cost or service delivery;
17. setting or altering the Schedule of Fees and Charges, except in accordance with the relevant categories as determined within the Council's Operational Plan;

LEGAL PROCEEDINGS

18. the giving of instructions to Council's legal representatives to commence legal proceedings in the NSW Supreme or Federal Courts, except in relation to an urgent injunction proceedings and after consultation with the Lord Mayor where practical and possible (provided that the status of all NSW Supreme and Federal Court proceedings will be reported to Council);
19. the giving of instructions in legal proceedings contrary to a resolution of Council except in planning or regulatory appeals where instructions can be given to resolve an appeal;

PROPERTY, LAND USE AND RELATED MATTERS

20. granting of approvals to occupy and use public land (as defined in the Act), crown land or any other land managed by Council except approvals:
 - i. with a maximum rental or fee not exceeding \$150,000 per annum and a term (all leases with a term exceeding 5 years entered into under delegated authority by the Chief Executive Office (or delegate) will be reported to the elected Council on a quarterly basis);
 - ii. relating to a temporary use of public land (as defined in the Act) or crown land (including

parks and open spaces) not exceeding forty consecutive days; or

iii. with such approvals being reported to Council in the Quarterly Report.

21. adoption of a plan of management for community land;

CULTURAL

22. the development or formation of relationships with other cities, including sister city agreements;

23. the approval of civic and ceremonial events;

24. the granting of civic honours;

PLANNING AND DEVELOPMENT

25. determination of applications for development consent under the Environmental Planning and Assessment Act 1979 (development application) that are to be referred to the Development Applications Committee.

Limitation 25 does not apply during a Recess Period where the Instrument of Delegation to the Development Applications Committee is placed on hold, in which case the determination of all development applications is delegated jointly to the Lord Mayor and Chief Executive Officer (except those limited by relevant legislation) provided:

- i. such delegation is exercised following receipt by the Lord Mayor and Chief Executive Officer of reports or other business papers in a form similar to the form of reports or other business papers normally submitted to Council or a Council Committee;
- ii. those reports or other business papers are to be circulated to Councillors at least three business days prior to the exercise of delegations;
- iii. where written objections by three Councillors on any one item are received by the Lord Mayor or Chief Executive Officer, stating relevant reasons for objection, the item is to be deferred until the next relevant Development Applications Committee meeting of Council; and
- iv. any such decisions made by the Lord Mayor and Chief Executive Officer pursuant to such delegation is to be reported to the next meeting of Council.

**This Instrument of Delegation:**

- a) Recognises that the Chief Executive Officer may be delegated any function which is taken to be conferred or imposed on Council pursuant to section 381 of the Act.
- b) Is subject to, and is to be exercised in accordance with, the requirements of the relevant legislation and any resolution of Council.
- c) Is not intended to limit the Chief Executive Officer's ability to carry out such other functions and exercise such other powers as the Council may determine from time to time or as may be functions of the Chief Executive Officer under the Act.
- d) Should be construed as operating in a manner which is valid and within the powers conferred on the Council under the Act.

INTERPRETATION

- a) **Recess Period** means a period of time where Council has by resolution of Council specifically determines a break in Council's ordinary meeting schedule. A Recess Period does not include:
 - (i) The time between meetings (an extraordinary meeting can be called where decisions are required to be made as a matter of urgency).
 - (ii) The time between Council terms (that is the period between the day of the last ordinary Council meeting and the date of declaration of a new elected Council).
- b) **Chief Executive Officer** means the General Manager appointed under the Act.
- c) **Decisions of Council** means resolutions made by the elected Council from time to time.
- d) **Policy/Policies of Council** means policies adopted by the elected Council from time to time.

All previous delegations of functions the subject of this Instrument are revoked.

LAKE MACQUARIE CITY COUNCIL

INSTRUMENT OF DELEGATION TO GENERAL MANAGER

On Monday, 27 February 2017 the Lake Macquarie City Council ("**Council**") resolved that:

1. All previous delegations of Functions the subject of this Instrument be revoked.
2. The person who from time to time holds the position of General Manager of Council ("**General Manager**"), being at the date of this instrument Brian William Bell, be delegated authority under:
 - 2.a Section 377 of the LG Act, to exercise and/or perform on behalf of Council the Council's Functions under all Acts and Regulations in force and as amended from time to time:
 - i. **Subject to** any condition or limitation on a Function specified in Schedule 1; and
 - ii. **Excluding** those Functions:
 1. that are expressly prohibited from delegation as listed under Section 377 of the LG Act;
 2. which are expressly required by legislation to be exercised by a resolution of the Council.
 - 2.b Section 68 of the NW Act, to exercise and/or perform on behalf of Council the Functions of the Council (other than the power of delegation) under the NW Act.
3. The General Manager be sub-delegated authority to exercise and/or perform on behalf of Council the Functions delegated to the Council under, and in accordance with, the instrument of delegation to the Council set out in **Schedule 2**, **excluding** those Functions which pursuant to the terms of the delegation to the Council may not be sub-delegated.
4. The General Manager be delegated any Function which is taken to be conferred or imposed on the Council pursuant to section 381(1) of the LG Act.
5. In the absence of the General Manager that a person appointed by resolution to act as General Manager assume all Functions, delegations, and sub-delegations of the General

Attachment 1

Instrument of Delegation - General Manager - Brian Bell - 12 December 2016

Manager for the period only of the absence of the General Manager unless otherwise resolved by the Council.

6. These delegations and authorities are subject to, and are to be exercised in accordance with:

- a.a the requirements of the relevant Legislation;
- a.b any conditions or limitations set out in **Schedule 1**; and
- a.c any resolution or policy, procedure or budget adopted from time to time by the Council.

7. These delegations and authorities are effective from the date of the Resolution of the Council and remain in force until amended or revoked by a resolution of the Council.

8. In this delegation:

- o **"Acts"** includes legislation enacted by the parliaments of New South Wales and of the Commonwealth of Australia;
- o **"Functions"** means powers, authorities, duties and functions and anything ancillary or related to the exercise or performance thereof.
- o **"Legislation"** includes an Act of the parliament of New South Wales or of the Commonwealth of Australia and a Regulation under an Act.
- o **"LG Act"** means the *Local Government Act 1993* as amended.
- o **"NW Act"** means *Noxious Weeds Act 1993* as amended.

Schedule 1: Limitations

Part A – Limitations applicable to specific statutory Function (if any)	
Legislation	Limitation (if any)
N/A	N/A
Part B – General Limitations	

Attachment 1

Instrument of Delegation - General Manager - Brian Bell - 12 December 2016

N/A

Schedule 2: Instruments of Delegation to Council

Delegator	Instrument Name	Date Of Instrument
NSW Government – Planning & Infrastructure	Making of Local Environmental Plans	Sunday, 14 October 2012
Roads and Maritime Services	Transport Administration Act, Delegation - Section 50	Monday, 31 October 2011
NSW Fair Trading	Section 21 of the Plumbing and Drainage Act 2011	Tuesday, 1 January 2013
NSW Fair Trading	Section 21 of the Plumbing and Drainage Act 2011	Tuesday, 1 January 2013
NSW Fair Trading	Section 21 of the Plumbing and Drainage Act 2011	Tuesday, 1 January 2013

Pursuant to a Resolution of the Council at its meeting of Monday, 27 February 2017,

Kay Fraser

Mayor

Date: Monday, 27 February 2017

Review date: Wednesday, 27 February 2019

General Manager's acknowledgement of Delegations of Authority

I _____, currently employed by the Council in the position of General Manager, do hereby acknowledge that I have read and understood this Instrument of Delegation and that I will

Attachment 1

Instrument of Delegation - General Manager - Brian Bell - 12 December 2016

perform these delegations and authorities in accordance with this Instrument of Delegation and my position description.

General Manager of Lake Macquarie City Council

Date:

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Delegation of Authority

Pursuant to the powers of delegation conferred on Council by Sections 377 and 381 of the Local Government Act 1993, **HORNSBY SHIRE COUNCIL** delegates to the preferred applicant detailed in Confidential Mayoral Minute No. MM4/18, the power to exercise all the functions, powers, duties and authorities conferred upon Council pursuant to:

1. The Local Government Act 1993; and
2. The Environmental Planning and Assessment Act 1979; and
3. All other Acts whatsoever under which Council has functions, powers, duties and authorities; and
4. All regulations, by-laws, rules and the like made by or under any of the Acts referred to in 1, 2 or 3 above; and

Subject to any resolution made from time to time by the said Council and provided always that such delegation of powers shall not and shall not be deemed to extend to:

1. Any of the matters expressly reserved to the Council in Section 377 of the Local Government Act 1993;
2. The alteration of the meeting cycle of Council;
3. The overview and direction of business activities;
4. The role of the Mayor as provided for in and determined under Section 226 of the Local Government Act 1993;
5. Major unique items where no policy, practice or code of the Council exists;
6. Adoption of Local Environmental Plans, Development Control Plans and Section 94 Contribution Plans pursuant to the Environmental Planning and Assessment Act 1979;
7. Adoption of Council policies and codes;
8. Items in respect of which the Mayor or a Councillor has specifically requested the General Manager to place before Council for determination by Council;

and that subject to the provisions of the Local Government Act 1993 and the other Acts referred to above the functions, powers, duties and authorities hereby delegated by Council to the General Manager pursuant to this resolution be unlimited as to the period during which they may be exercised.



Item No: 4.5
Title: Approval of 2017-18 capital projects to be continued i
2018-19
Department: Finance and Information

27 August 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-03 - D13298229
Author: Michelle Best, Financial Controller
Manager: Vivienne Louie, Unit Manager, Financial Performance
Executive: Brian Glendenning, Executive Manager, Governance

Report Purpose

This report provides details and budgets required for the capital projects that are proposed to be continued in the 2018-19 financial year from 2017-18, and capital projects for which external grant funding has now been confirmed.

Summary

The project continuation requests represent those capital projects that were commenced in 2017-18 and will continue in 2018-19. This report seeks to incorporate those projects into the 2018-19 capital program.

The majority of continuing projects will be undertaken by external resources. Where projects will be undertaken using Council staff, managers identified other projects which will be deferred to accommodate the continuing projects.

Council has recently received confirmation of grant funding for several projects. These are also included in this proposed budget adjustment.

Recommendation

- 1 That Council approve the proposed capital projects to be continued in 2018-19 as detailed in this report.**
- 2 That Council approve a \$14.8 million increase to the 2018-19 capital budget to accommodate projects continuing from 2017-18 as detailed in attachment 1 to this report.**
- 3 That Council approve a \$926,650 increase to the 2018-19 capital budget to accommodate grant funded projects as detailed in attachment 1 to this report.**

Context

As part of Council's annual planning and budgeting process, Unit Managers will develop their budgets based on project plans, when projects will be completed and estimate the funds that are required for projects which span multiple financial years in each financial year. During the delivery of projects there can be changes to the project and/or project delivery timeline due to delays in delivery of materials, availability of resources and construction issues unknown at the time of planning which are found when construction commences. These factors will impact how much of the project will be delivered in a financial year or if the project can be completed in the financial year. These changes to the capital projects will require resources in the following year to complete.

Unspent budgets at the end of the financial year are not automatically rolled into the following financial year as all changes to the 3 year Delivery Program and Operational Plan must be considered and approved by Council in accordance with the *Local Government Act 1993* and *Local Government (General) Regulation 2005*.

Current Status

Capital projects that were not completed at 30 June 2018 and proposed to be finalised in 2018-19 are listed in Attachment 1 for Council approval. The proposed increase to the 2018-19 capital works budget as a result of continuing projects is \$14.8 million.

The largest projects continuing from 2017-18 are:

- | | |
|--|-------------|
| • Upgrade Peninsular Leisure Centre air handling system | \$2,451,650 |
| • Upgrade drainage and road reconstruction Lake Road, Tuggerah | \$2,363,777 |
| • Water Mains Renewal Program | \$1,720,000 |
| • Upgrade Railway Street Sewer Pump Station | \$865,663 |
| • Upgrade amenities and carpark Austin Butler Oval Woy Woy | \$800,000 |

Council has also been notified of Stronger Countries Communities Funding approvals for 4 projects. The proposed increase to the 2018-19 capital works budget as a result of grant funding is \$0.9 million.

Projects for which grant funding have been confirmed are:

- | | |
|---|-----------|
| • Upgrade of Terrigal Rotary Hall | \$229,350 |
| • Upgrade air conditioning at community facilities | \$128,000 |
| • Replacement of public toilets at North Entrance beach | \$260,000 |
| • Installation of playgrounds at community facilities | \$309,300 |

Proposal

Budgets for the continuation of capital projects that were committed and/or underway but not completed as at 30 June 2018 are submitted to Council for approval totalling \$14.8 million.

4.5 Approval of 2017-18 capital projects to be continued in 2018-19 (contd)

Budgets for grant funded projects totalling \$0.9 million are submitted to Council for approval.

The proposed \$15.7 million increase will result in a revised 2018-19 capital budget of \$215.6 million.

Attachment 1 lists each project and the proposed adjustment to be made to the 2018-19 capital budget.

Consultation

All departments were consulted and involved in the preparation of this report.

Options

Option 1 – that Council approve the changes to the 2018-19 capital program to accommodate projects continuing from 2017-18 and externally grant funded projects as detailed in attachment 1 (recommended).

Option 2 – that Council not approve the continuation of capital projects which could lead to contractual disputes and incomplete projects which will not improve service delivery to the Community.

Financial Impact

The net value of proposed continuation projects is \$15.7 million, of which \$0.9 million is funded by external grants.

Link to Community Strategic Plan

Theme 4: Responsible

Goal H: Delivering essential infrastructure

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

Attachments

- | | | |
|----------|--|-----------|
| 1 | Listing of capital projects proposed to be continued from 2017-18 to 2018-19 | D13304764 |
|----------|--|-----------|

Central Coast Council Capital Projects continuing from 2017-18

Central Coast Council Department	Central Coast Council Unit	Project	Project Description	Proposed Budget adjustment	Comments	Offset Identified
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	15794	Construct Mardi to Warnervale water main	(1,446,300)	Overall program risk reduction, reprioritisation strategy	Offset
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	15803	Design for Sewage Pump Station at Blue Bay	5,000	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	15805	Replace Vacuum Stations in Wyong South	68,649	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	15809	Upgrade low pressure sewerage system	(675,000)	Overall program risk reduction, reprioritisation strategy	Offset
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	16233	Upgrade valves on water mains in Kanwal	30,000	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	16277	Upgrade Cadonia Road Sewer Pump Station	(305,121)	Overall program risk reduction, reprioritisation strategy	Offset
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	16279	Upgrade Gavenlock Road Sewer Pump Station	(1,129,500)	Overall program risk reduction, reprioritisation strategy	Offset
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	16385	Upgrade Sonoma Avenue Sewer Pump Station	(228,065)	Overall program risk reduction, reprioritisation strategy	Offset
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	16695	Upgrade Clarke Road Sewer Pump Station	(340,246)	Overall program risk reduction, reprioritisation strategy	Offset
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	16710	Upgrade Ocean Parade Sewer Pump Station	(526,760)	Overall program risk reduction, reprioritisation strategy	Offset
Assets Infrastructure and Business Property and Asset Management	- Open Space and Recreation	16884	Magenta Shared Pathway	257,000	Project continuing from 2017-18	No
Assets Infrastructure and Business Roads Transport and Drainage	- Roads Asset Planning and Design	17176	Elouera Road Buff Point - Road Upgrade With Stormwater Drainage	703,000	Project continuing from 2017-18	No
Assets Infrastructure and Business Roads Transport and Drainage	- Roads Asset Planning and Design	17177	Elouera Road Buff Point - Stormwater Drainage With Road Upgrade	685,000	Project continuing from 2017-18	No
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	17307	Upgrade odour control units in sewerage network	25,000	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	17312	Design Sewer Pump Station at Charmhaven	5,000	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Property and Asset Management	- Natural and Environmental Assets	17361	RFS - Warnervale Station Upgrade	650,000	RFS managed project continuing from 2017-18	No

Central Coast Council Department	Central Coast Council Unit	Project	Project Description	Proposed Budget adjustment	Comments	Offset Identified
Assets Infrastructure and Business Roads Transport and Drainage	Roads Asset Planning and Design	17680	Chain Valley Bay Road Culverts Chain Valley Bay	50,000	Project continuing from 2017-18	Yes
Assets Infrastructure and Business Property and Asset Management	Open Space and Recreation	18185	Install boat ramp and jetty, fish cleaning table and formalise trailer parking - Hot Water Outlet SAN REMO.	279,000	Project continuing from 2017-18	No
Assets Infrastructure and Business Water and Sewer	Water Asset and Facilities Management	18212	Bateau Bay Sewage Treatment Plant Planning Study	55,000	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Business and Economic Development	Waste Services and Business Development	18363	Buttonderry Waste Management Facility - Lining Pond L2	135,000	Project continuing from 2017-18	No
Assets Infrastructure and Business Water and Sewer	Water Technical Services Regulation and System Control	18390	Upgrade valve on Tuggerah Reservoir	77,553	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Roads Transport and Drainage	Roads Asset Planning and Design	18559	Pacific Highway / Lowanna Avenue Shared Path.	235,000	Project continuing from 2017-18	No
Assets Infrastructure and Business Water and Sewer	Water Technical Services Regulation and System Control	18736	Upgrade water pump station at Kanwal	20,000	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	Water Technical Services Regulation and System Control	18737	Install chlorine dosing equipment	130,000	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	Water Technical Services Regulation and System Control	18738	Kangy Angy - Tuggerah 2 Reservoir Mixer Installation	81,000	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	Water Technical Services Regulation and System Control	18739	Monitor Water Quality and Pressure at Key Sites Across the water network	41,000	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	Water Technical Services Regulation and System Control	18897	Upgrade water mains in Kanwal	100,000	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Property and Asset Management	Open Space and Recreation	18929	EDSACC Amenities - Insurance	286,000	Project continuing from 2017-18	No
Assets Infrastructure and Business Business and Economic Development	Waste Services and Business Development	18950	Purchase of Materials Handler and Associated Equipment	25,000	Project continuing from 2017-18	No
Assets Infrastructure and Business Property and Asset Management	Open Space and Recreation	19198	Koolewong Boat Ramp Upgrade	565,000	Project continuing from 2017-18	No
Assets Infrastructure and Business Business and Economic Development	Business Enterprise	19208	Upgrade Central Coast Stadium eastern upper corporate	16,241	Project continuing from 2017-18	No
Assets Infrastructure and Business Water and Sewer	Water Asset and Facilities Management	19274	Upgrade tanker receival point at Kincumber Sewage Treatment Plant	(70,000)	Overall program risk reduction, reprioritisation strategy	Offset
Assets Infrastructure and Business Water and Sewer	Water Asset and Facilities Management	19278	Installation of weigh bridge at Kincumber Sewage Treatment Plant	5,000	Overall program risk reduction, reprioritisation strategy	Yes

Central Coast Council Department	Central Coast Council Unit	Project	Project Description	Proposed Budget adjustment	Comments	Offset Identified
Assets Infrastructure and Business Water and Sewer	- Water Asset and Facilities Management	19279	Installation of Dissolved Air Flotation unit at Kincumber Sewage Treatment Plant	138,000	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	- Water Asset and Facilities Management	19283	Upgrade digester at Kincumber Sewage Treatment Plant	234,000	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	19292	Upgrade various sewer pump station generators	(69,200)	Overall program risk reduction, reprioritisation strategy	Offset
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	19296	Upgrade Carrington Street Sewer Pump Station	(60,000)	Overall program risk reduction, reprioritisation strategy	Offset
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	19297	Upgrade Railway Street Sewer Pump Station	865,663	Design refinements to improve constructability and long-term operational improvements	Yes
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	19299	Upgrade various sewer pump station vacuum systems	(75,000)	Overall program risk reduction, reprioritisation strategy	Offset
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	19304	Replace vavles on Kincumber sewer mains	6,000	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	19312	Upgrade sewerage netowrk in Hawkesbury Village	45,000	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	19313	Upgrade sewer mains in Cockle Bay Towns	100,000	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	19317	Upgrade odour control units in sewerage network	584,043	Projects combined to single program contract to encourage overall savings	Yes
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	19320	Upgrade sewer pump station and main - Riverside Park West Gosford	400,000	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	- Water and Sewer Management	19322	Upgrade Chamberlain Road Sewer Pump Station	63,000	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	19325	Upgrade sewer main critical valves	(50,000)	Overall program risk reduction, reprioritisation strategy	Offset
Assets Infrastructure and Business Water and Sewer	- Water Asset and Facilities Management	19326	Upgrade internal reuse pump station at Woy Woy Sewage Treatment Plant	(20,500)	Overall program risk reduction, reprioritisation strategy	Offset
Assets Infrastructure and Business Water and Sewer	- Water Asset and Facilities Management	19347	Upgrade Mardi Water Pump Station	70,000	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	19353	Upgrade water mains in Woy Woy	50,000	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	19356	Implement water meter replacement program	460,493	Overall program risk reduction, reprioritisation strategy	Yes

Central Coast Council Department	Central Coast Council Unit	Project	Project Description	Proposed Budget adjustment	Comments	Offset Identified
Assets Infrastructure and Business Water and Sewer	Water Technical Services Regulation and System Control	19357	Avoca Height Reservoir Refurbishment	4,200	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	Water Technical Services Regulation and System Control	19366	Upgrade water information communication technology	(125,000)	Program completed in 2017-18	Offset
Assets Infrastructure and Business Water and Sewer	Water Asset and Facilities Management	19391	Upgrade water infrastructure at Somersby Balance Tanks	4,000	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	Water Asset and Facilities Management	19416	Upgrade Mangrove Creek Dam Inlet Screens	62,000	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Business and Economic Development	Business Enterprise	20002	Central Coast Stadium - upgrade of two new change rooms	115,982	Project continuing from 2017-18	No
Assets Infrastructure and Business Business and Economic Development	Business Enterprise	20003	Upgrade Central Coast Stadium amenity facilities	40,258	Project continuing from 2017-18	No
Assets Infrastructure and Business Business and Economic Development	Business Enterprise	20004	Central Coast Stadium - upgrade to sound system	20,493	Project continuing from 2017-18	No
Assets Infrastructure and Business Business and Economic Development	Business Enterprise	20007	Budgewoi Holiday Park - construct ensuite	92,585	Project continuing from 2017-18	No
Assets Infrastructure and Business Business and Economic Development	Business Enterprise	20008	Canton Beach Holiday Park - construct ensuite	95,756	Project continuing from 2017-18	No
Assets Infrastructure and Business Business and Economic Development	Business Enterprise	20009	Toowoomba Bay Holiday Park - construct ensuite	98,521	Project continuing from 2017-18	No
Assets Infrastructure and Business Business and Economic Development	Business Enterprise	20012	Norah Head Holiday Park - replace main playground	15,000	Project continuing from 2017-18	No
Assets Infrastructure and Business Business and Economic Development	Business Enterprise	20014	Noraville Cemetery - upgrade memorial gardens	35,110	Project continuing from 2017-18	No
Assets Infrastructure and Business Business and Economic Development	Business Enterprise	20015	Jilliby Cemetery - upgrade to Jilliby Road vehicle access and provision of a designated parking area	37,969	Project continuing from 2017-18	No
Assets Infrastructure and Business Business and Economic Development	Business Enterprise	20016	Jilliby Cemetery - upgrade to cemetery entrance and signage	27,628	Project continuing from 2017-18	No
Assets Infrastructure and Business Business and Economic Development	Waste Services and Business Development	20034	Buttongerry Waste Management Facility Electrical upgrade	24,000	Project continuing from 2017-18	No
Assets Infrastructure and Business Property and Asset Management	Leasing and Asset Management	20060	Charmhaven Depot - purchase and install prefabricated amenities block	97,594	Project continuing from 2017-18	No
Assets Infrastructure and Business Property and Asset Management	Leasing and Asset Management	20062	Erina Depot - replace security system	34,000	Project continuing from 2017-18	No

Central Coast Council Department	Central Coast Council Unit	Project	Project Description	Proposed Budget adjustment	Comments	Offset Identified
Assets Infrastructure and Business Property and Asset Management	Leasing and Asset Management	20091	Charmhaven Depot - upgrade to wash bay oil separator system	20,000	Project continuing from 2017-18	No
Assets Infrastructure and Business Property and Asset Management	Natural and Environmental Assets	20105	Improvements to Rural Fire Service Station - Berkeley Vale	65,000	RFS managed project continuing from 2017-18	No
Assets Infrastructure and Business Property and Asset Management	Natural and Environmental Assets	20120	Emergency Operations Centre - upgrade of equipment (North)	20,000	Project continuing from 2017-18	No
Assets Infrastructure and Business Property and Asset Management	Natural and Environmental Assets	20121	Emergency Operations Centre- upgrade of equipment (South)	13,000	Project continuing from 2017-18	No
Assets Infrastructure and Business Property and Asset Management	Open Space and Recreation	20125	Plant and equipment - upgrade of mowers	211,500	Project continuing from 2017-18	No
Assets Infrastructure and Business Property and Asset Management	Open Space and Recreation	20127	Banjo's skate park	37,800	Project continuing from 2017-18	No
Assets Infrastructure and Business Property and Asset Management	Open Space and Recreation	20128	Alan Davidson Oval, Wyoming - install drainage and irrigation	11,900	Project continuing from 2017-18	No
Assets Infrastructure and Business Property and Asset Management	Open Space and Recreation	20131	Umina Oval - upgrade of flood lighting	18,000	Project continuing from 2017-18	No
Assets Infrastructure and Business Property and Asset Management	Open Space and Recreation	20139	Mitchell Park, Narara - upgrade of playground	24,000	Project continuing from 2017-18	No
Assets Infrastructure and Business Property and Asset Management	Open Space and Recreation	20162	Trafalgar Ave, Umina - upgrade of playground	27,800	Project continuing from 2017-18	No
Assets Infrastructure and Business Roads Transport and Drainage	Roads Asset Planning and Design	20190	Somersby - Piles Road - Roadworks Extension To Wisemans Ferry Road	250,000	Project continuing from 2017-18	No
Assets Infrastructure and Business Roads Transport and Drainage	Roads Asset Planning and Design	20198	Somersby - Wisemans Ferry Road - Roadworks Somersby Falls Road To Piles Road	489,000	Project continuing from 2017-18	No
Assets Infrastructure and Business Roads Transport and Drainage	Roads Asset Planning and Design	20212	Tuggerah - Lake Road - Drainage Upgrade With Road Reconstruction and Traffic Facility Improvements	2,363,777	Project continuing from 2017-18	No
Assets Infrastructure and Business Roads Transport and Drainage	Roads Asset Planning and Design	20307	Matcham - Matcham Road - 502000-10 Reseal and Heavy Patch	170,000	Project continuing from 2017-18	No
Assets Infrastructure and Business Roads Transport and Drainage	Roads Asset Planning and Design	20474	Forresters Beach - John Street - 409000-05 Reseal	195,000	Project continuing from 2017-18	No
Assets Infrastructure and Business Roads Transport and Drainage	Roads Asset Planning and Design	20475	Kincumber - Oberton Street - 562500-05 Microsurfacing	180,000	Project continuing from 2017-18	No
Assets Infrastructure and Business Roads Transport and Drainage	Roads Asset Planning and Design	20485	Forresters Beach - Noorong Avenue - 553000-05 Reseal	180,000	Project continuing from 2017-18	No

Central Coast Council Department	Central Coast Council Unit	Project	Project Description	Proposed Budget adjustment	Comments	Offset Identified
Assets Infrastructure and Business Roads Transport and Drainage	Roads Asset Planning and Design	20572	Phegans Bay - Central Avenue - 228000-05 Reseal and Heavy Patch	390,000	Project continuing from 2017-18	No
Assets Infrastructure and Business Water and Sewer	Water Technical Services Regulation and System Control	20757	Gosford CBD sewer mains	11,000	Strategic planning to enable delivery of CBD works	Yes
Assets Infrastructure and Business Water and Sewer	Water Technical Services Regulation and System Control	20758	Upgrade various critical sewer main reticulation systems	300,000	Projects combined to single program contract to encourage overall savings	Yes
Assets Infrastructure and Business Water and Sewer	Water Technical Services Regulation and System Control	20765	Upgrade transient relief structure at Kincumber Sewage Pump Station	(47,000)	Overall program risk reduction, reprioritisation strategy	Offset
Assets Infrastructure and Business Water and Sewer	Water Technical Services Regulation and System Control	20766	Upgrade Sewer Pump Station at Pine Tree Lane Terrigal	62,000	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	Water Technical Services Regulation and System Control	20768	Upgrade Manns Road Sewer Pump Station	(100,000)	Overall program risk reduction, reprioritisation strategy	Offset
Assets Infrastructure and Business Water and Sewer	Water Technical Services Regulation and System Control	20769	Upgrade sewerage information communication technology	112,700	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	Water Technical Services Regulation and System Control	20770	Upgrade Wairakei Road Sewer Pump Station	(100,000)	Overall program risk reduction, reprioritisation strategy	Offset
Assets Infrastructure and Business Water and Sewer	Water Technical Services Regulation and System Control	20773	Upgrade various sewer system pressure pumps	125,000	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	Water Technical Services Regulation and System Control	20774	Upgrade odour control units in sewerage network	(257,571)	Transfer budget to 20758 as delivered under one contract	Offset
Assets Infrastructure and Business Water and Sewer	Water Technical Services Regulation and System Control	20776	Upgrade rising main odour control	(231,200)	Transfer budget to 19317 as delivered under one contract	Offset
Assets Infrastructure and Business Water and Sewer	Water Technical Services Regulation and System Control	20777	Upgrade Victory Parade Sewer Pump Station	(2,000)	Overall program risk reduction, reprioritisation strategy	Offset
Assets Infrastructure and Business Water and Sewer	Water Technical Services Regulation and System Control	20780	Upgrade Sewer Mains in Woy Woy	(123,200)	Overall program risk reduction, reprioritisation strategy	Offset
Assets Infrastructure and Business Water and Sewer	Water Asset and Facilities Management	20784	Refurbish lime silo at Kincumber Sewage Treatment Plant	50,625	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	Water Technical Services Regulation and System Control	20785	Upgrade mobile field devices for sewerage systems	(10,000)	Project Completed in 2017-18	Offset
Assets Infrastructure and Business Water and Sewer	Water Asset and Facilities Management	20787	Upgrade Woy Woy Sewage Treatment Plant building	(29,920)	Overall program risk reduction, reprioritisation strategy	Offset
Assets Infrastructure and Business Water and Sewer	Water Asset and Facilities Management	20789	Replace pump at Kincumber Sewage Treatment Plant	(25,000)	Project Completed in 2017-18	Offset

Central Coast Council Department	Central Coast Council Unit	Project	Project Description	Proposed Budget adjustment	Comments	Offset Identified
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	20790	Upgrade various sewer rising main critical valves	(260,000)	Overall program risk reduction, reprioritisation strategy	Offset
Assets Infrastructure and Business Water and Sewer	- Water Asset and Facilities Management	20791	Upgrade flow monitoring equipment at Kincumber Sewage Treatment Plant	70,000	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	20794	Gosford CBD water mains	11,000	Strategic planning to enable delivery of CBD works	Yes
Assets Infrastructure and Business Water and Sewer	- Water Asset and Facilities Management	20795	Upgrade Somersby Water Treatment Plant sludge lagoon	340,912	Project delayed in 2017-18	Yes
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	20796	Upgrade various water main valves	(120,000)	Overall program risk reduction, reprioritisation strategy	Offset
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	20797	Implement water main renewal program	1,500	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	- Water Asset and Facilities Management	20799	Upgrade Mardi Water Treatment Plant	347,000	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	20803	Upgrade North Gosford Reservoir internal lining	(140,000)	Overall program risk reduction, reprioritisation strategy	Offset
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	20806	Upgrade safety and security at water reservoirs	(100,000)	Overall program risk reduction, reprioritisation strategy	Offset
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	20807	Repairs to Green Point Reservoir	(19,500)	Overall program risk reduction, reprioritisation strategy	Offset
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	20808	Install chlorine units at water reservoir	(193,000)	Overall program risk reduction, reprioritisation strategy	Offset
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	20810	Implement water main renewal program	182,500	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	- Water Asset and Facilities Management	20811	Upgrade Somersby Water Treatment Plant air blowers	(10,000)	Overall program risk reduction, reprioritisation strategy	Offset
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	20812	Refurbish MacMaster Beach Water Pump Station	100,000	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	20813	Install mixing units region wide at reservoirs	88,000	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	- Water Asset and Facilities Management	20814	Upgrade Boomerang Creek tunnel	(225,000)	Overall program risk reduction, reprioritisation strategy	Offset
Assets Infrastructure and Business Water and Sewer	- Water Asset and Facilities Management	20815	Install a shed at Mangrove Creek Dam	38,000	Overall program risk reduction, reprioritisation strategy	Yes

Central Coast Council Department	Central Coast Council Unit	Project	Project Description	Proposed Budget adjustment	Comments	Offset Identified
Assets Infrastructure and Business Water and Sewer	- Water Asset and Facilities Management	20816	Upgrade Somersby Water Treatment Plant chemical dosing room	(10,000)	Overall program risk reduction, reprioritisation strategy	Offset
Assets Infrastructure and Business Water and Sewer	- Water Asset and Facilities Management	20817	Refurbish laboratory and office at Somersby Water Treatment Plant	10,000	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	- Water Asset and Facilities Management	20818	Upgrade Somersby Water Treatment Plant lime clarifier system	(40,000)	Overall program risk reduction, reprioritisation strategy	Offset
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	20819	Purchase and install backup generators for Springfield Reservoir	66,400	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	20820	Purchase and install backup generators for Blackwall Reservoir	(89,200)	Overall program risk reduction, reprioritisation strategy	Offset
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	20822	Upgrade various reservoirs	(57,250)	Overall program risk reduction, reprioritisation strategy	Offset
Assets Infrastructure and Business Water and Sewer	- Water Asset and Facilities Management	20826	Remedial works on Mangrove Creek Dam Spillway	150,000	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	20827	Upgrade safety and security at water reservoirs	(72,400)	Overall program risk reduction, reprioritisation strategy	Offset
Assets Infrastructure and Business Water and Sewer	- Water Asset and Facilities Management	20829	Upgrade Mooney Dam Pipework	60,000	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	20831	Upgrade valves at water reservoirs in Kanwal	62,000	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	- Water Asset and Facilities Management	20832	Replace Fluoride Bulk Storage Tank at Somersby Water Treatment Plant	20,000	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	20839	Install flow meters region wide for leak detection program	60,000	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	20841	Upgrade mobile field devices for water systems	10,000	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	20842	Upgrade Water Pump Station Wyong	45,000	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	- Water Asset and Facilities Management	20843	Remedial works on Mangrove Creek Dam Spillway - joints	70,000	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	20846	Tuggerah Railway Station Valve Replacement	30,000	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	- Water Asset and Facilities Management	20849	Upgrade Upper Mooney Dam crest and face	(635,600)	Overall program risk reduction, reprioritisation strategy	Offset

Central Coast Council Department	Central Coast Council Unit	Project	Project Description	Proposed Budget adjustment	Comments	Offset Identified
Assets Infrastructure and Business Water and Sewer	- Water Asset and Facilities Management	20852	Upgrade Somersby Water Treatment Plant water control centre	(47,500)	Overall program risk reduction, reprioritisation strategy	Offset
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	20855	Replace water valves at Bryant Drive Tuggerah	15,000	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	- Water Asset and Facilities Management	20857	Upgrade filters at Somersby Water Treatment Plant	6,750	Overall program risk reduction, reprioritisation strategy	Yes
Connected Communities - Connected Communities	- Community Partnerships	20879	The Entrance Town Centre - design and install new roof over main stage	140,000	Project delayed in 2017-18	No
Assets Infrastructure and Business Property and Asset Management	- Open Space and Recreation	20943	Austin Butler Oval, Woy Woy - upgrade of amenities and carpark	800,000	Project continuing from 2017-18	No
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	20953	Upgrade The Entrance Road Sewer Pump Station	175,000	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	21822	Upgrade Sewer Rising Main - East Gosford	198,740	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Property and Asset Management	- Natural and Environmental Assets	21855	Five Lands Walk - Winney Bay Upgrade	321,000	Project continuing from 2017-18	No
Assets Infrastructure and Business Property and Asset Management	- Natural and Environmental Assets	21876	Pearl Beach RFS Station	140,000	RFS managed project continuing from 2017-18	No
Assets Infrastructure and Business Property and Asset Management	- Natural and Environmental Assets	21922	RFS Vehicle - North	414,000	Vehicles on order, awaiting delivery. 100% RFS Funded	No
Assets Infrastructure and Business Property and Asset Management	- Natural and Environmental Assets	21923	RFS Vehicle - South	293,000	Vehicles on order, awaiting delivery. 100% RFS Funded	No
Assets Infrastructure and Business Property and Asset Management	- Natural and Environmental Assets	21958	Wamberal RFS Station	43,000	RFS managed project continuing from 2017-18	No
Assets Infrastructure and Business Business and Economic Development	- Business Enterprise	21985	BCA Compliance to Building Codes	54,878	Project continuing from 2017-18	No
Assets Infrastructure and Business Business and Economic Development	- Business Enterprise	21986	Install automatic gates at Baker Street Carpark	186,698	Project continuing from 2017-18	No
Assets Infrastructure and Business Water and Sewer	- Water Asset and Facilities Management	21990	Upgrade Somersby Water Treatment Plant sludge scraper	(13,316)	Overall program risk reduction, reprioritisation strategy	Offset
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	21991	Upgrade Wamberal Reservoir Telemetry	29,400	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	21992	Upgrade Berrys Head Reservoir	64,500	Overall program risk reduction, reprioritisation strategy	Yes

Central Coast Council Department	Central Coast Council Unit	Project	Project Description	Proposed Budget adjustment	Comments	Offset Identified
Assets Infrastructure and Business Water and Sewer	Water Technical Services Regulation and System Control	21993	Springfield Reservoir Telemetry/Electrical Upgrade	37,800	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	Water Asset and Facilities Management	21996	Upgrade Mangrove Creek Dam monitoring system	(160,000)	Overall program risk reduction, reprioritisation strategy	Offset
Assets Infrastructure and Business Water and Sewer	Water Asset and Facilities Management	21998	Upgrade Somersby Water Treatment Plant filter media	(349,157)	Overall project savings	Offset
Assets Infrastructure and Business Water and Sewer	Water Asset and Facilities Management	21999	Upgrade Somersby Water Treatment Plant poly dosing	(130,000)	Overall program risk reduction, reprioritisation strategy	Offset
Assets Infrastructure and Business Water and Sewer	Water Asset and Facilities Management	22001	Upgrade Boomerang Creek access tunnel	(170,000)	Overall program risk reduction, reprioritisation strategy	Offset
Assets Infrastructure and Business Water and Sewer	Water Technical Services Regulation and System Control	22002	Replace pump at Hardy's Bay sewage pump station	18,000	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	Water Technical Services Regulation and System Control	22003	Replace pumps at Kincumber sewage pump station	53,000	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	Water Asset and Facilities Management	22004	Refurbish Mangrove Creek Water Pump Station	192,000	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Property and Asset Management	Natural and Environmental Assets	22010	Willow Rd Boardwalk Chertsey IYLPE57030	401,178	Project continuing from 2017-18	No
Assets Infrastructure and Business Property and Asset Management	Open Space and Recreation	22013	Terrigal Rock Pool	30,000	Project continuing from 2017-18	No
Assets Infrastructure and Business Water and Sewer	Water Asset and Facilities Management	22234	Refurbish crane at Mardi Water Treatment Plant	30,000	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	Water Asset and Facilities Management	22236	Mardi Water Treatment Plant Compressor Replacement	1,000	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	Construction and Project Management	22237	Install storage shed	70,000	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	Water Technical Services Regulation and System Control	22239	Dead end connection at Portise Close and Kestrel Close Bensville	50,000	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	Water Technical Services Regulation and System Control	22241	Trailer Mounted Vacuum Mobile Equipment	18,300	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	Water Technical Services Regulation and System Control	22242	Install new odour control unit at Kincumber sewer pump station	186,000	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	Water Asset and Facilities Management	22252	Decant skirt installation at Wyong South Sewage Treatment Plant	19,864	Overall program risk reduction, reprioritisation strategy	Yes

Central Coast Council Department	Central Coast Council Unit	Project	Project Description	Proposed Budget adjustment	Comments	Offset Identified
Assets Infrastructure and Business Water and Sewer	Water Asset and Facilities Management	22257	Upgrade Biosolids Hopper at Kincumber Sewage Treatment Plant	25,000	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	Water Technical Services Regulation and System Control	22260	Upgrade Umina Heights Water Pump Station	170,000	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	Water Technical Services Regulation and System Control	22261	Upgrade Killcare Heights Water Pump Station	145,000	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	Water Technical Services Regulation and System Control	22262	Upgrade Killcare Heights Water Pump Station	174,600	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Property and Asset Management	Open Space and Recreation	22267	Upgrade Floodlighting at Lemongrove Netball courts	22,000	Project continuing from 2017-18	No
Assets Infrastructure and Business Property and Asset Management	Open Space and Recreation	22268	Floodlight Renewal Program - Killarney Vale Athletics	170,000	Project continuing from 2017-18	No
Assets Infrastructure and Business Property and Asset Management	Leasing and Asset Management	22271	Peninsula Leisure Centre - Air Handling system upgrade	2,451,650	Project continuing from 2017-18	No
Assets Infrastructure and Business Business and Economic Development	Waste Services and Business Development	22332	Woy Woy Waste Management Facility CCTV and operational control upgrade	60,000	Project continuing from 2017-18	No
Assets Infrastructure and Business Water and Sewer	Water Asset and Facilities Management	22352	Mardi Water Treatment Plant Safety Upgrade	181,006	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	Water Asset and Facilities Management	22353	Replace electrical equipment at Woy Woy Bore Treatment Plant	93,000	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Property and Asset Management	Open Space and Recreation	22405	Amenities upgrade- Upgrade key system sportsground buildings at Adelaide st, Baker Park, Bateau Bay Oval, Darren Kennedy Oval, Eastern Rd Oval, EDSACC Oval, Harry Moore Oval, Jubilee Oval	155,000	Project continuing from 2017-18	No
Assets Infrastructure and Business Water and Sewer	Water Asset and Facilities Management	22407	Upgrade Upper Mooney Dam Water Pump Station	127,000	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	Construction and Project Management	22413	Renewal of sewer gravity main - Gosford Leagues Club	194,000	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	Water Technical Services Regulation and System Control	22631	Calibrate sewer hydraulic model	(21,350)	Overall program risk reduction, reprioritisation strategy	Offset
Assets Infrastructure and Business Water and Sewer	Water Technical Services Regulation and System Control	22632	Develop a Sewer Hydraulic Model	20,000	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	Water Planning and Development	22633	Implement laboratory sampling and test database	(239,000)	Overall program risk reduction, reprioritisation strategy	Offset
Assets Infrastructure and Business Water and Sewer	Water Asset and Facilities Management	22634	Implement odour control optimisation at Wyong South Sewage Treatment Plant	(195,000)	Overall program risk reduction, reprioritisation strategy	Offset

Central Coast Council Department	Central Coast Council Unit	Project	Project Description	Proposed Budget adjustment	Comments	Offset Identified
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	22635	Implement reservoir pressure monitoring program	(85,000)	Overall program risk reduction, reprioritisation strategy	Offset
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	22636	Implement sewer pump station overflow monitoring program	(1,250)	Overall program risk reduction, reprioritisation strategy	Offset
Assets Infrastructure and Business Water and Sewer	- Water Asset and Facilities Management	22638	Upgrade valves and isolation equipment at Kincumber Sewage Treatment Plant	(50,000)	Overall program risk reduction, reprioritisation strategy	Offset
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	22640	Install flow monitoring equipment on sewer mains in Mannering Park	(22,850)	Overall program risk reduction, reprioritisation strategy	Offset
Assets Infrastructure and Business Water and Sewer	- Water Asset and Facilities Management	22641	Install valves at Bateau Bay Sewage Treatment Plant	(109,875)	Overall program risk reduction, reprioritisation strategy	Offset
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	22642	Install various sewer pump station emergency relief structures	(10,000)	Overall program risk reduction, reprioritisation strategy	Offset
Assets Infrastructure and Business Water and Sewer	- Water Asset and Facilities Management	22643	Replace pump at Wyong South Sewage Treatment Plant	(34,570)	Project Completed in 2017-18	Offset
Assets Infrastructure and Business Water and Sewer	- Water Asset and Facilities Management	22645	Upgrade Bateau Bay Sewage Treatment Plant process	(2,478,900)	Two major components of this project have been identified and are ready to commence as an individual project	Offset
Assets Infrastructure and Business Water and Sewer	- Water Asset and Facilities Management	22646	Upgrade Charmhaven Sewage Treatment Plant control room	8,628	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	22647	Upgrade Gosford 6 sewer pump station	(177,700)	Overall program risk reduction, reprioritisation strategy	Offset
Assets Infrastructure and Business Water and Sewer	- Water Asset and Facilities Management	22648	Upgrade Gwandalan Sewage Treatment Plant mechanical system	(159,883)	Overall program risk reduction, reprioritisation strategy	Offset
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	22649	Upgrade Killcare sewer main	(90,000)	Overall program risk reduction, reprioritisation strategy	Offset
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	22650	Upgrade Kincumber Sewer Pump Station	(10,000)	Overall program risk reduction, reprioritisation strategy	Offset
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	22651	Upgrade MacMaster Water Pump Station building	(182,700)	Overall program risk reduction, reprioritisation strategy	Offset
Assets Infrastructure and Business Water and Sewer	- Water Asset and Facilities Management	22657	Upgrade Mangrove Creek Dam compressor	(100,000)	Project Completed in 2017-18	Offset
Assets Infrastructure and Business Water and Sewer	- Water Asset and Facilities Management	22659	Upgrade Mangrove Creek Weir Water Pump Station	48,500	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	- Water Asset and Facilities Management	22660	Upgrade Mangrove Creek Weir Water Pump Station valves	(90,000)	Overall program risk reduction, reprioritisation strategy	Offset

Central Coast Council Department	Central Coast Council Unit	Project	Project Description	Proposed Budget adjustment	Comments	Offset Identified
Assets Infrastructure and Business Water and Sewer	- Water Asset and Facilities Management	22661	Upgrade Mangrove Creek dam outlet tunnel	(145,000)	Overall program risk reduction, reprioritisation strategy	Offset
Assets Infrastructure and Business Water and Sewer	- Water Asset and Facilities Management	22662	Upgrade Mangrove Raw Water Pump Station building	(100,000)	Overall program risk reduction, reprioritisation strategy	Offset
Assets Infrastructure and Business Water and Sewer	- Water Asset and Facilities Management	22664	Upgrade Mardi Dam Catchment boundary security	10,000	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	- Water Asset and Facilities Management	22665	Upgrade Mardi Dam compressor	(50,000)	Project Completed in 2017-18	Offset
Assets Infrastructure and Business Water and Sewer	- Water Asset and Facilities Management	22667	Upgrade Mooney Dam rising main meter and pit	20,500	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	- Water Asset and Facilities Management	22669	Upgrade Mooney Dam rising main	(100,000)	Overall program risk reduction, reprioritisation strategy	Offset
Assets Infrastructure and Business Water and Sewer	- Water Asset and Facilities Management	22671	Upgrade Somersby Water Treatment Plant	(5,000)	Overall program risk reduction, reprioritisation strategy	Offset
Assets Infrastructure and Business Water and Sewer	- Water Asset and Facilities Management	22672	Upgrade Somersby Water Treatment Plant chlorine room crane	(40,000)	Project Completed in 2017-18	Offset
Assets Infrastructure and Business Water and Sewer	- Water Asset and Facilities Management	22674	Upgrade Somersby Water Treatment Plant lime slurry dosing system	(5,000)	Overall program risk reduction, reprioritisation strategy	Offset
Assets Infrastructure and Business Water and Sewer	- Water Asset and Facilities Management	22675	Upgrade Somersby Water Treatment Plant settling tank weirs	(15,000)	Overall program risk reduction, reprioritisation strategy	Offset
Assets Infrastructure and Business Water and Sewer	- Water Asset and Facilities Management	22676	Upgrade Somersby Water Treatment Plant chemical dosing room roller doors	(15,000)	Overall program risk reduction, reprioritisation strategy	Offset
Assets Infrastructure and Business Water and Sewer	- Water Asset and Facilities Management	22678	Upgrade Somersby Water Treatment inlet valve	22,000	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	22679	Upgrade Toukley sewer main	76,960	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	- Water Asset and Facilities Management	22681	Upgrade Upper Mooney Dam destratification system	(85,000)	Overall program risk reduction, reprioritisation strategy	Offset
Assets Infrastructure and Business Water and Sewer	- Water Asset and Facilities Management	22685	Upgrade air conditioning at Mardi Water Treatment Plant	(155,365)	Overall program risk reduction, reprioritisation strategy	Offset
Assets Infrastructure and Business Water and Sewer	- Water Asset and Facilities Management	22686	Upgrade cleaning system at Woy Woy Sewage Treatment Plant	95,200	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	- Water Asset and Facilities Management	22687	Upgrade confined space safety equipment at Toukley Sewage Treatment Plant	(251,730)	Overall program risk reduction, reprioritisation strategy	Offset

Central Coast Council Department	Central Coast Council Unit	Project	Project Description	Proposed Budget adjustment	Comments	Offset Identified
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	22688	Upgrade switchboard at Kincumber Sewage Pump Station	(72,096)	Program ahead of schedule, planning completed in 2017/18	Offset
Assets Infrastructure and Business Water and Sewer	- Water Asset and Facilities Management	22689	Upgrade flow meter at Kincumber Sewage Treatment Plant	(7,231)	Overall program risk reduction, reprioritisation strategy	Offset
Assets Infrastructure and Business Water and Sewer	- Water Asset and Facilities Management	22691	Upgrade isolation equipment at Mangrove Creek Water Pumpstation	14,000	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	- Water Asset and Facilities Management	22692	Upgrade roof at Mannering Park Sewage Treatment Plant	(78,294)	Overall program risk reduction, reprioritisation strategy	Offset
Assets Infrastructure and Business Water and Sewer	- Water Asset and Facilities Management	22694	Upgrade sludge dewatering equipment at Kincumber Sewage Treatment Plant	(32,000)	Overall program risk reduction, reprioritisation strategy	Offset
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	22696	Upgrade radio telemetry across water infrastructure	(40,000)	Project Completed in 2017-18	Offset
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	22698	Upgrade various sewer pump station pumps	385,700	Projects combined to single program contract to encourage overall savings	Yes
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	22699	Upgrade various sewer trunk mains and tunnels	(300,000)	Transfer budget to 20758 as delivered under one contract	Offset
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	22700	Upgrade various vacuum station critical pumps	75,000	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Roads Transport and Drainage	- Roads Asset Planning and Design	23249	Implement minor drainage improvement program	(50,000)	Offset to fund internally deliverable projects	Offset
Assets Infrastructure and Business Property and Asset Management	- Leasing and Asset Management	23614	Replace fencing at Charmhaven Depot	(106,000)	Offset to fund internally deliverable projects	Offset
Assets Infrastructure and Business Business and Economic Development	- Business Enterprise	23676	Upgrade caging around carpark attendants at Baker Street Carpark	3,500	Project combined with 23677 as both being delivered together using the same resources	Yes
Assets Infrastructure and Business Business and Economic Development	- Business Enterprise	23677	Upgrade office building at Baker Street Carpark	(3,500)	Project combined with 23676 as both being delivered together using the same resources	Offset
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	23719	Implement water mains renewal program	1,720,000	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	New-1	Upgrade Kanagara Reservoir	75,000	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	- Water Asset and Facilities Management	New-10	Sewer Critical Instrumentation Replacements	55,075	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	New-11	Upgrade sewer rising main and pumping station Warnervale	86,925	Overall program risk reduction, reprioritisation strategy	Yes

Central Coast Council Department	Central Coast Council Unit	Project	Project Description	Proposed Budget adjustment	Comments	Offset Identified
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	New-12	Replace remote telemetry units across 30 sites	255,500	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	- Water Asset and Facilities Management	New-13	Upgrade Bateau Bay Treatment Plant Hazardous Area	30,000	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	New-15	Replace Sewer Pump Station lids for safety	125,500	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	- Water Asset and Facilities Management	New-16	Replace aerator gearbox at Woy Woy Sewage treatment plant	66,540	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	New-17	Replace part of sewer rising main in Toukley	62,000	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	- Water Asset and Facilities Management	New-18	Refurbish Bateau Bay Sewage Treatment Plant Settling Tanks	647,500	Major component of the Process Improvements works proposed for the treatment plant	Yes
Assets Infrastructure and Business Water and Sewer	- Water Asset and Facilities Management	New-19	Upgrade Bateau Bay Sewage Treatment Plant Settling Tanks	355,295	Major component of the Process Improvements works proposed for the treatment plant	Yes
Assets Infrastructure and Business Water and Sewer	- Water Asset and Facilities Management	New-2	Relocate workshop and offices at Charmhaven and Wyong South sewer treatment plants	8,000	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	- Water Asset and Facilities Management	New-3	Water Reactive and Program Planning	789,933	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	- Water and Sewer Management	New-4	Sewer Reactive and Program Planning	789,933	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	- Water Asset and Facilities Management	New-5	Replace operational cabling at Woy Woy Sewer Treatment Plant	80,000	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	- Water Technical Services Regulation and System Control	New-7	New high voltage substation at Kincumber sewer pump station	43,999	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	- Water and Sewer Management	New-8	Install skype equipment at Erina depot meeting rooms	7,496	Overall program risk reduction, reprioritisation strategy	Yes
Assets Infrastructure and Business Water and Sewer	- Water Asset and Facilities Management	New-9	Water Critical Instrumentation Replacements - provision for emergency works	40,000	Overall program risk reduction, reprioritisation strategy	Yes
Subtotal Continuing Projects				14,814,401		
Assets Infrastructure and Business Property and Asset Management	- Leasing and Asset Management	New-20	Upgrade of Terrigal Rotary Hall	229,350	Stronger Countries Community Fund grant funding received	No
Assets Infrastructure and Business Property and Asset Management	- Facilities Management	New-21	Design new public toilets at North Entrance Surf Club	260,000	Stronger Countries Community Fund grant funding confirmed	No

Central Coast Council Department	Central Coast Council Unit	Project	Project Description	Proposed Budget adjustment	Comments	Offset Identified
Assets Infrastructure and Business Property and Asset Management	Leasing and Asset Management	New-22	Upgrade Community Facility Air Conditioning	128,000	Stronger Countries Community Fund grant funding received	No
Assets Infrastructure and Business Property and Asset Management	Leasing and Asset Management	New-23	Install new playgrounds at Community Facilities	309,300	Stronger Countries Community Fund grant funding received	No
Subtotal Grant Funded projects				926,650		
Total budget adjustment				15,741,051		

Item No: 4.6
Title: Amendments to the Councillor Expenses and Facilities Policy
Department: Governance



27 August 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-03 - D13302255

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Report Purpose

To adopt the proposed amendments to Council's *Councillor Expenses and Facilities Policy* that is Attachment 1 to this report.

Recommendation

That Council adopt the amended Councillor Expenses and Facilities Policy set out in Attachment 1 to this report.

Context

In order to provide appropriate support to the Office of the Mayor it has been identified that an amendment to the *Councillor Expenses and Facilities Policy* (the Policy) may be appropriate.

Further, to support Councillors in undertaking ongoing professional development, it is proposed to include a provision for professional development opportunities that may be identified for all Councillors.

It is recommended that Council amend the current Policy as set out in Attachment 1 to this Report. All of the proposed amendments included in the Policy are marked in **bold** and *italic* with deletions marked with strikeout. The same method for highlighting those amendments is used in the remainder of this report.

Professional Development

Section 232 of the *Local Government Act 1993* (the Act) provides that the role of a Councillor includes a responsibility *to make all reasonable efforts to acquire and maintain the skills necessary to perform the role of a councillor.*

To this end it is proposed to include a provision that explicitly gives flexibility to the Chief Executive Officer to identify and provide professional development opportunities to support

all Councillors. This would include opportunities beyond those identified by individual Councillors.

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.***

Appropriate support for the Office of the Mayor

It is proposed to amend Clause 92 which specifies the office support provided to the Office of the Mayor. Currently, the provision is limited to administrative and secretarial support.

Research has shown that the current level of support provided to the Office of the Mayor is less than similar sized Councils, with a similar number of Councillors. Many comparative Councils (Canterbury-Bankstown, Parramatta, Newcastle) have a role responsible for providing executive support including facilitating effective communication. It is considered appropriate for a Council the size and scale of Central Coast Council to have a capacity to provide a similar role in the Office of the Mayor.

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.

It is noted that the provision at Clause 93 in the Policy that 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.

As such, should Council endorse the change to Clause 92, it is further recommended that an appropriate adjustment be made as part of the September 2018 Quarterly Budget Review to fund an Executive Officer (or similar) role.

The process for any structural change would be managed under the relevant Local Government (State) Award provisions.

Consultation

It is considered that the proposed amendments to the *Councillors Expenses* are not substantial and pursuant to s.253(3) of the *Local Government Act 1993*. Accordingly it is not proposed to place these amendments on public exhibition aside from noting them in this Council Report.

Options

- 1 Council may determine not to amend the policy.
- 2 Council may determine to adopt the attached Policy with amendments.
- 3 Council may determine to place the proposed amendments on public exhibition with a further report to be provided at the conclusion of that period.

Option 2 is the recommended option.

Financial Impact

There is a financial impact on Council. As proposed in the report, should Council endorse the change to Clause 92 it would be appropriate for a budget adjustment to be made as part of the September 2018 Quarterly Budget Review to provide for the provision of appropriate support to the Office of the Mayor.

Link to Community Strategic Plan

Theme 4: Responsible

Goal G: Good governance and great partnerships

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

Attachments

- 1 Proposed Councillor Expenses and Facilities Policy August 2018 D13304221

POLICY NO: CCC020

COUNCILLOR EXPENSES AND FACILITIES POLICY

9 July 2018

AUTHORITY	NAME & TITLE
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CHIEF EXECUTIVE OFFICER	Brian Glendenning, Acting Chief Executive Officer

History of Revisions:

Version	Date	TRIM Doc. #
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2	9 October 2017	D12835914
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4	9 April 2018	D13186819
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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	Upon election Per full twelve months there after
General travel expenses	\$12,500 per Councillor	Per year
Interstate, overseas and long distance intrastate travel expenses	\$15,000 per Councillor	Per year
Accommodation and meals	\$500 per Councillor	Per night
Provision for Partners	\$1000 per Councillor	Per year
Professional development	\$12,000 per Councillor	Per year
ICT expenses	\$4,000 per Councillor \$3,000 per Councillor (equipment)	Per year 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.
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 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 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.

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 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 Councillors will be capped at a maximum of \$15,000 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 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 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.***
49. In the first year of a new Council term, Council will provide a comprehensive induction program for all Councillors which consider 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.

Conferences and seminars

53. Council is committed to ensuring its Councillors are up to date with contemporary issues facing 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.

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'.
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 \$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 \$3,000 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-imbursement 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 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 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.
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.
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 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.

Part D – 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 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 outlines for breaches of the [Code of Conduct](#), as detailed in the Code and in the Procedures for the Administration of the Code.

Supporting Documents

127. Relevant legislation and guidance:
 - [Local Government Act 1993](#), Sections 252 and 253;
 - [Local Government \(General\) Regulation 2005](#), Clauses 217 and 403;

- Guidelines for the payment of expenses and the provision of facilities for Mayors and Councillors in NSW, 2009;
- Local Government Circular 09-36 Guidelines for Payment of Expenses and Facilities; and
- Local Government Circular 05-08 legal assistance for Councillors and Council Employees.

128. Related Council policies:

- (a) [Code of Conduct](#)

Part D – Definitions

129. The following definitions apply throughout this policy.

Term	Definition
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 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	<p>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:</p> <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 <u>Local Government (General) Regulation 2005</u> (NSW)
year	Means the financial year, that is the 12 month period commencing on 1 July each year

Item No: 4.7
Title: Community Grants and Sponsorship Program Review
Department: Connected Communities



27 August 2018 Ordinary Council Meeting

Trim Reference: F2017/00816 - D13281557
Author: Stuart Slough, Team Leader, Community Planning and Funding
Janine Crawford, Section Manager Marketing and Tourism
Manager: Glenn Cannard, Unit Manager, Community Partnerships
Executive: Julie Vaughan, Director, Connected Communities

Summary

This report provides the findings and recommended program changes to Council's (CCC) Community Grants and Sponsorship Program following a review undertaken between May and July 2018 on the program's first 12 months of implementation.

The review involved stakeholder consultation, independent assessment and internal evaluation to identify areas for improvement that would better enable the program to meet community needs and align with priorities as identified in *One - Central Coast Community Strategic Plan 2018-28 (CSP)*.

Recommendation

- 1 That Council receives the Community Grants and Sponsorship Program Review Report.**
- 2 That Council endorse the recommended changes to the Community Grants and Sponsorship Programs.**
- 3 That Council endorse the recommended changes to the Policy for Community Grants and Policy for Sponsorship Management to reflect the recommended Program changes.**
- 4 That should Council wish to implement Budget Option A, that an increase of \$300,000 be allocated to the Community Infrastructure Fund.**

Context

Council at its meeting of 26 July 2017 resolved as follows or part thereof:

- 484/17 That Council review the newly adopted (Community Grants and Sponsorship Program) program following its first year of operation.

In 2017-18 Central Coast Council (CCC) delivered a \$1.48 million grants and sponsorship funding program to give the community opportunities to apply for funding to support their events, programs and initiatives. This followed a formal review conducted in 2017 which combined the former Wyong Shire Council and Gosford City Council community grants and sponsorship programs, resulting in a new CCC Grants and Sponsorship Program structure, a new CCC Policy for Community Grants and a new CCC Sponsorship Management Policy.

In 2017/18 CCC received over 347 Community Grant and Sponsorship applications and awarded \$1,263,965.32 of the \$1.4 million allocated in the budget. CCC allocated \$1,064,585.32 to 163 different projects through its Community Grants program. These figures exclude funds distributed through ClubGRANTS, the Chain Valley Colliery/Lake Coal Community Fund and Stronger Communities Grant Program administered by CCC. The Sponsorship program awarded \$199,380 to 7 different projects.

The annual budget allocation for three programs, Community Development Grant, Community Partnership Grant and Sponsorship (Tier 2 and 3), was 100% expended and awarded to less than 50% of applications (see Attachment 1 - Tables 2 and 2.1). This indicates a higher demand than can be met by the funds, emphasising the requirement for rigorous selection within an increasingly competitive Community Grants and Sponsorship Program.

The Grants and Sponsorship Program was to be reviewed within 12 months of its commencement. The aim was to evaluate CCC's Grants and Sponsorship Program and guide the implementation and delivery of the program throughout 2018/19 to ensure that the Program meets the needs the community.

Current Status

CCC's Community Grants and Sponsorship Program are currently closed and will be reopened in September 2018 following Council's consideration of the Community Grants and Sponsorship Program Review recommendations.

Assessment/Report/Proposal/

The Community Grants and Sponsorship Program Review was conducted between May and July 2018. Key findings and recommended changes are summarised below with the review report included in Attachment 1.

Review Scope

The Review scope was to assess and benchmark the Programs against other Councils and community feedback and provide recommended changes to:

- Internal processes for management and delivery of Community Grants and Sponsorship programs.

- Program Guidelines and Definitions for the funding categories.
- Program Categories.
- Processes for assessment of Community Grants and Sponsorship programs.

The Review excluded ClubGRANTS, Chain Valley Colliery/Lake Coal Community Fund and Stronger Communities Fund as these are grant programs administered, but not funded, by Council on behalf of other agencies and organisations.

The Review involved four research and consultation processes.

A desktop review of the program was undertaken including reviewing the total number of funding applications received per program, total funding allocated, and development of the review scope and plan.

Consultation was undertaken with internal and external stakeholders via workshops and an online survey (see Consultation below).

Independent expert assessment of the Community Grants and Sponsorship Program was undertaken by external consultant 'Jill Davis Collaborating'. The two consultants involved in the evaluation of the program included Ms Jill Davis of Jill Davis Collaborating and Professor Stephanie Short, Discipline of Behavioural and Social Sciences in Health, University of Sydney. Their assessment included an evaluation of the past 12 month's program structure, guidelines and processes as well as benchmarking with other Local Government grants and sponsorship programs.

The Council Grants and Sponsorship Review Panel met with the Director Connected Communities and Unit Manager of Community Partnerships in July to the Review findings and proposed changes. The Panel's feedback has been included in the final proposed changes to the Grants and Sponsorship Program.

Review Key Findings

Key findings from the combined Review processes are as follows:

- The CCC Grants and Sponsorship Program is comprehensive when compared with programs of other Local Government Areas of similar composition.
- Overall positive feedback gained about the program from the community.
- The timeframe between submission, notification and allocation of funding is considered too long.

- The Program Guidelines require review to address a number of definitions to better define what is eligible and ineligible, including 'retrospective funding', 'personal benefit' and 'cash prizes'.
- The need for a weighted assessment tool was identified to rank and score Grant and Sponsorship applications more efficiently and effectively according to Expected Program Outcomes.
- There is a need to better define for CCC the distinction between a 'Grant' and 'Sponsorship' as well as provide clearer practical distinction between program categories, especially Community Development and Community Partnerships.
- There was a gap identified in smaller scale Regional events, such as NSW sporting titles, which have economic value but don't meet either of the current Community Partnership Grant or Sponsorship criteria.
- There was a gap for businesses that wish to apply for less than the Community Partnership Program threshold of \$5,000 but are ineligible to apply under the Community Support program.
- The Program (being the first unified CCC Grants and Sponsorship Program) succeeded in bringing all community funding including in-kind under the one identifiable and reportable area in Council, making it easier for Council to run a fair, open and transparent process that meets ICAC guidelines. Previously some in-kind monies went directly to community groups from various business units, often with no written agreements in place. This kind of funding is now all channelled through the formal program, a positive result. However, programs are now oversubscribed, with lower success rates for applicants due to greater demand through the centralised fund. There is a need to consider increasing the overall amount of funding available.
- There is a need to consider increasing some funding thresholds to meet requirements, such as Heritage and Social Enterprises.
- There is benefit in having the capacity for the program to move funds between programs to address shortfalls.
- A number of applications were considered poor quality because they didn't demonstrate community benefit adequately or did not meet the eligibility criteria for reasons such as not providing financial accounts or the minimum number of quotes as required evidence.

Review Recommended Program Changes

The Review provides a number of responses and recommended changes to the existing CCC Community Grants and Sponsorship Program in response to the findings. The recommended changes aim to ensure:

- Simplified program structure and information to improve community and business understanding of, and access to, the grants and sponsorship programs;
- Greater efficiency and streamlining of administrative and assessment process;
- Improved customer communication regarding the status of applications and assessment decisions; and
- Alignment with, and achievement of, the program aims and the One - Central Coast Community Strategic Plan 2018-2028.

Recommended Change 1: Internal Process Refinement

The review identified a need for internal process refinement in the following areas to improve efficiency, accuracy and reduce the timeframe from funding application to notification for grant applicants:

- Guidelines and Definitions
- Assessment Process
- Timeframes
- Technology
- Information and Communications
- Payments

Recommended Change 2: Revised Program Structure

A revised Community Grants and Sponsorship Structure is proposed with key changes as follows:

- Establishing a new Community Infrastructure Program (formerly part of Community Development Program) with proposed increased level of source funds.
- Maintaining the Community Development Program for non-infrastructure community projects, excluding events.

- Establishing a Community Events and Place Activation Program (formerly Place Activation Program and Community Partnership Programs) for all community events and increasing the maximum funding per project for Place Activation from \$5,000 to \$20,000.
- Establishing a Social and Creative Enterprise Program (combining former Social Enterprise and parts of former Place Activation) and increasing the maximum funding per project from \$5,000 to \$20,000.
- Increasing Heritage Program maximum funding per project from \$5,000 to \$10,000 and removing requirement for individual and community applications to match funding.
- Modifying Sponsorship for smaller Regional initiatives that provide economic return.
- Changes to Eligibility.

A table comparing the proposed new existing Grants and Sponsorship program structure with the current program structure is provided in Attachment 2

Policy Changes

The recommended changes to the program require an updating of the Policy for Community Grants and Policy for Sponsorship Management in order to reflect the modified program categories. The updated Policies with recommended changes are attachments to this report. (see Attachments 3 and 4).

Consultation

Internal consultation consisted of six (6) workshops conducted with units of CCC who participate in the grants and sponsorship process including Community Partnerships Unit, Place Activation Section, Marketing and Tourism Section, Heritage (Strategic Planning Unit), Finance Services Unit and Art and Culture Section.

External Consultation consisted of two stakeholder targeted workshops and an online survey. The workshops were conducted with seventeen (17) community representatives from a range of community interests including sport, community, art and culture, heritage, business, events and festivals and the environment. The online survey was extended to all community groups who applied for CCC funding in 2017-18 with eighty five (85) community groups responding with feedback.

Options

- 1 Council may resolve to endorse the recommended changes to the Grants and Sponsorship Program including the allocation of an additional \$300,000 funding. This option will provide improvements to the CCC Community Grants and Sponsorship Program to better serve the Central Coast community, as identified by internal and independent analysis and stakeholder consultation, as well as to meet the increased level of demand demonstrated in 2017/18 program (Budget Option A below).
- 2 Council may resolve to endorse the recommended changes to the Grants and Sponsorship Program within the current budget allocation and not allocate an additional \$300,000 funding. This option would provide improvement to processes, communication, guidelines and program structure as identified by internal and independent analysis and stakeholder consultation but will reduce the funding allocation to several community grants programs in order to fund the new Community Infrastructure Program (Budget Option B below).
- 3 Do Nothing. This option would result in the existing CCC Community Grants and Sponsorship Program to continue in the same form as per the last 12 months with the same limitations and without responding to the findings for internal and independent analysis and stakeholder consultation.

Financial Impact

\$1.48M has been allocated in the 2018/19 Operational budget for the Community Grants and Sponsorship Program. Implementation of the recommended changes to the Community Grants and Sponsorship Program would require the allocation of an additional \$300,000 for the proposed new Community Infrastructure Program category or otherwise reduce the current allocation to other programs areas which are already exhausted.

Two budget options are provided for Council consideration as part of the proposed new Community Grants and Sponsorship Program.

Budget Option A (recommended): An additional \$300,000 is allocated to fund the new Community Infrastructure Program without reducing the financial allocation to community grant programs.

Budget Option B: The community grants program is delivered within existing budget with reduction in financial allocation to Community Support, Community Development and Community Infrastructure and Community Events and Place Activation.

Table 1: Proposed Community Grants and Sponsorship Program Structure with Funding Options

Program	Funding Option A	Funding Option B	Grants and Sponsorship	Funding Rounds
Community Support Grant	\$300,000	\$300,000	\$0 - \$5,000	Ongoing
Community Events and Place Activation	\$400,000	\$400,000	\$0 - \$20,000	Two Rounds per year
Community Infrastructure	\$300,000	\$150,000	\$0 - \$75K <i>Matched 1:2</i>	Two Rounds per year
Community Development <i>(Excludes Events and Infrastructure)</i>	\$300,000	\$200,000	<i>Community Projects: (Excluding Events)</i> \$0 - \$30,000	Two Rounds per year
Social and Creative Enterprise	\$150,000	\$100,000	\$0 - \$20,000	Two Rounds per year
Heritage Grant	\$130,000	\$130,000	Up to \$10,000 Matched for private and businesses	Two Rounds per year
Sponsorship Categories Category 1 - Hero Initiatives Category 2 – Regional Initiatives	Category 1 – negotiated Category 2 - \$200,000	Category 1 – negotiated Category 2 - \$200,000	<i>Single to multi-year available (Max 3 year)</i> Category 1 – Negotiated Category 2 – up to \$50,000	Ongoing Two Rounds per year
TOTALS	\$1,780,000	\$1,480,000		

Link to Community Strategic Plan

Theme 1: Belonging

Goal A: Our community spirit is our strength

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

Risk Management

Nil impact

Critical Dates or Timeframes

The Review recommendations are required to be endorsed by Council in August to ensure the program is able to reopen in September. This will allow grants and sponsorship to be reported to Council and funding awarded by the end of 2018.

Attachments

1	Attachment 1 Grants and Sponsorship Review Report	D13303503
2	Attachment 2 Program Structure Comparison Table	D13303504
3	Attachment 3 Policy for Community Grants	D13303505
4	Attachment 4 Policy for Sponsorship Management	D13303506

Central Coast Council

Community Grants and Sponsorship Program Review

Report

2 August 2018

Overview

This document is a Report on the Central Coast Council Community Grants and Sponsorship Program Review.

In 2017-18 Central Coast Council (CCC) delivered a new \$1.4 million grants and sponsorship funding program to give the community opportunities to apply for funding to support their events, programs and initiatives. This followed a formal review conducted in 2017 which combined the former Wyong Shire Council and Gosford City Council community grants and sponsorship programs, resulting in a CCC Policy for Community Grants and a CCC Policy for Sponsorship Management.

This Review is in response to Council Resolution 484/17 that CCC reviews the newly adopted program following its first year of operation, made at the CCC meeting on 26 July 2017. The aim of this 12 month review is to evaluate CCC's Grants and Sponsorship program and guide the implementation and delivery of the program throughout 2018/19 to ensure that the Programs meet the needs of CCC and the community.

Community Grants and Sponsorship Program Review Scope and Process

The Community Grants and Sponsorship Program review was conducted between May and July 2018.

Review Scope

The Review scope was to assess and benchmark CCC Programs against other Local Government areas and community feedback and provide recommended changes to:

- Internal processes for management and delivery of Community Grants and Sponsorship programs.
- Program Guidelines and Definitions for the funding categories.
- Program Categories.
- Processes for assessment of Community Grants and Sponsorship programs.

Process

The Review was implemented via four complimentary research and consultation processes.

1. Desktop Study

A desktop review of the program including total number of funding applications received per program, total funding allocated, and development of the review scope and plan.

2. Internal consultation

Six (6) workshops were conducted with units of CCC who participate in the grants and sponsorship process including Community Partnerships, Events, Marketing and Sponsorship, Heritage, Finance, Art and Culture. The following CCC staff were directly consulted as part of this review:

- Unit Manager Community Partnerships
- Unit Manager Community Engagement
- Section Manager Partnerships and Planning
- Section Manager Marketing and Tourism
- Team Leader Marketing and Brand
- Team Leader Community Planning and Funding
- Team Leader Events
- Heritage Officer
- Contractor Heritage Advisor
- Section Manager Arts and Culture
- Team Leader Programs (Gosford Regional Gallery)
- Disability Inclusion Officer
- Community Enterprise Officer
- Grants Officers.

The Grants and Sponsorship Review Panel members were also consulted.

3. External Consultation Meetings and Online Survey

Two (2) targeted workshops were conducted with seventeen (17) community representatives from a range of community interests including sport, community, art and culture, heritage, business, events and festivals and the environment. An online survey of all community groups who applied for CCC funding in 2017-18 was conducted in June with eighty five (85) responses from community groups (14% response rate).

4. Expert Assessment

CCC engaged an external consultant 'Jill Davis Collaborating' to conduct an independent evaluation of the Grants and Sponsorship program. The two consultants involved in the evaluation of the program included Ms Jill Davis of Jill Davis Collaborating and Professor Stephanie Short, Discipline of Behavioural and Social Sciences in Health, University of Sydney. The independent assessment consisted of an evaluation of the past 12 month's program structure, guidelines and processes against best practice to;

- Assess the effectiveness of the program in meeting its Policy intentions
- Recommend changes to address any identified shortcomings

The evaluation involved desktop study of documents and systems including administrative documents and processes, interviews with relevant Council staff and benchmarking comparison with other Local Government grants and sponsorship programs.

Program Results 2017-18

In 2017/18 CCC received over 347 Community Grant and Sponsorship applications and awarded \$1,263,965.32 of the \$1.4 million allocated in the budget. CCC allocated \$199,380 to 7 different projects through its Sponsorship program in 2017-18 and \$1,064,585.32 to 163 different projects through its Community Grants program (see Attachment 1: 2017/18 Community Grants and Sponsorship Data). These figures exclude funds distributed through ClubGRANTS, the Chain Valley Colliery/Lake Coal Community Fund and Stronger Communities Grant Program administered by CCC.

Of note is the fact that the annual budget allocation for three programs, Community Development Grant, Community Partnership Grant and Sponsorship (Tier 2 and 3), was 100% expended and awarded to less than 50% of applications (see Attachment 1 - Tables 2 and 2.1). This indicates a higher demand than can be met by the funds, emphasising the requirement for rigorous selection within an increasingly competitive Community Grants and Sponsorship program.

Review: Key Findings and Identified Issues

An overall summary of the key findings from the combined Review processes is as follows:

- The CCC Grants and Sponsorship Program is comprehensive when compared with programs of other Local Government Areas of similar composition.
- Overall positive feedback gained about the program from the community.
- The timeframe between submission, notification and allocation of funding is too long with 58% of survey respondents rating timeliness as 'Average', 'Poor' or 'Very Poor'.
- Guidelines required review to address a number of definitions to better define what is eligible and ineligible, including 'retrospective funding', 'personal benefit' and 'cash prizes'.

- The need for a weighted assessment tool was identified to rank and score Grant and Sponsorship applications more efficiently and effectively according to Expected Program Outcomes.
- There is a need to better define for CCC the distinction between a 'Grant' and 'Sponsorship' as well as provide clearer practical distinction between program categories, especially Community Development and Community Partnerships.
- There was a gap identified in smaller scale Regional events, such as NSW sporting titles, which have economic value but don't meet either of the current Community Partnership Grant or Sponsorship criteria.
- There was a gap for businesses that wish to apply for less than the Community Partnership Program threshold of \$5,000 but are ineligible to apply under the Community Support program.
- The Program (being the first unified CCC Grants and Sponsorship Program) succeeded in bringing all community funding including in-kind under the one identifiable and reportable area in Council, making it easier for Council to run a fair, open and transparent process that meets ICAC guidelines. Previously some in-kind monies went directly to community groups from various business units, often with no written agreements in place. This kind of funding is now all channelled through the formal program, a positive result. However, programs are now oversubscribed, with lower success rates for applicants due to greater demand through the centralised fund. There is a need to consider increasing the overall amount of funding available.
- There is a need to consider increasing some funding thresholds to meet requirements, such as Heritage and Social Enterprises.
- There is benefit in having the capacity for the program to move funds between programs to address shortfalls.
- A number of applications were considered poor quality because they didn't demonstrate community benefit adequately or did not meet the eligibility criteria for reasons such as not providing financial accounts or the minimum number of quotes as required evidence.

Key Findings/Issues by Program Category

Community Support Grant Program

- Program had a high (80%) application success rate and was well received, and accessed, by the Community.
- Designed to be a 'quick response' grant program, however, this was not always the case throughout 2017-18 when CCC meeting items were deferred.
- Some items funded through the program did not meet programs intended outcomes due to refinements needed in the Program Guidelines definitions of 'personal benefit', 'retrospective funding' and 'cash prizes'.

Community Partnership Grant Program

- The program name 'Community Partnerships' caused some confusion as it implies partnering or Council playing a greater role than the program provided.
- There was a gap for businesses looking to apply for funding less than \$5000 as they were too small for the Community Partnerships stream and not eligible to apply under the current Community Support program which is only open to not-for-profit organisations.

Community Development Grant Program

- The Community Development program had the lowest applicant success rate of all programs for a number of reasons:
 - Number of applications exceeded the allocated funding available.
 - Program Guidelines needed clearer definitions.
 - Needed a stronger weighted assessment to assist assessment panel especially to assess both infrastructure and community programs.
 - Applicants found it hard to distinguish if their project was applicable under Community Development or Community Partnerships.

Place Activation Grant Program

- The program title 'Place Activation' caused some confusion. This was partly due to the Social Enterprise category within the program as the community and staff noted that Social Enterprise projects are not necessarily related to 'Place Making'.
- Current funding available for Social Enterprises is not adequate enough to stimulate the creation of innovative projects or assist projects to launch a scalable and sustainable service or product.

Heritage Grant Program

- The budget was not fully allocated in 2017-18 which was attributed to the following:
 - Ongoing opening period did not give groups sufficient incentive to get applications submitted without a closing deadline.
 - The \$5000 limit was not adequate as heritage works tend to exceed the \$10,000 range
 - Many valuable heritage assets are run by not for profits. Not for profit community groups used to qualify for full grant funding, and not dollar for dollar. This is because they do not have the funds and therefore cannot meet the

conditions of the grants. Without continual up keep these heritage items can rapidly become neglected.

- "In kind" contributions should be supported where Heritage Officers are satisfied that expert tradespeople are not required for the project.

Awarding Sponsorship Program

- Comparison with other Councils found that each Council runs its Sponsorship program differently:
 - Some of them are aligned to their local Community Strategic Plan.
 - Some of their Sponsorship Programs were events focused and some of them are for broader project applications.
 - Some of them such as Wollongong, see sponsorship as support for Community Events only. Some of them, such as Sunshine Coast are focused on Major Events sponsorship aligned to the local Major Events Strategy under the Destination Management Plan.
 - Some of them fund business initiatives under Sponsorship, some cover business initiatives under Grants, and some do not fund business initiatives at all.
 - Co-Funding: some councils require co-funding from the applicant or from other sources. For example, Sunshine Coast requires co-contribution for any funding over \$7500.
- Stakeholder feedback indicated that the CCC Awarding Sponsorship Program would ideally be more heavily aligned to the new One - Central Coast Community Strategic Plan 2018 – 2028 (CSP). The previous 2017-18 Sponsorship Program was aligned with the Destination Management Plan and the requirements of Destination NSW funding programs, to support applicants to gain additional funding through DNSW for events.

It is recommended to refocus the CCC Sponsorship Program to align strongly with the new CSP in 2018-19 allowing applications for social initiatives; business and economic initiatives; or sporting, recreational and cultural initiatives to support CSP objectives. The CSP details the community's aspirations and is the leading document that drives Council's direction when developing its annual Delivery Program and Operational Plan.

- There was feedback that the Sponsorship Program structure must reflect that Sponsorship is different to a Grant in that under ICAC Sponsorship Guidelines, sponsorship is a commercial arrangement where there is an agreement between Council and an external party, where the external party receives from Council either money or an in-kind benefit and in turn, Council receives benefits or return on investment which could include but are not limited to branding, hospitality, economic development, marketing of the Central Coast region and advertising and promotion.
- Feedback during the analysis from stakeholders indicated that the CCC Sponsorship Program structure was too complex and should be simplified.

- Some applicants are not sure whether to apply for a 'Grant' or 'Sponsorship' or both because either the criteria were not defined clearly enough or their initiative fell into a gap area. It should be clarified which funding program events should apply for, and more clearly define what is classed as a grant-supported Community Event (non-ticketed) or a sponsorship-supported Regional Event (can be ticketed and for profit to help it to become self-sustaining within three years and therefore not require Council's ongoing support).
- It was identified that there is a gap in funding for smaller Regional initiatives – particularly in the sporting area - which are high value in terms of their visitor attraction or economic return, but which did not meet the TIER 2 sponsorship criteria of being 'regionally significant' (size) or the applicant being able to fund 75% of project budget; and also do not meet the current Community Partnership or Community Development Grant category. There needs to be capacity to support suitable Regional level initiatives that provide return on investment for the Central Coast community under Sponsorship.
- The Multi-year Sponsorship was seen as a positive for applicants in terms of providing certainty and sustainability for projects and supporting applications to other funding bodies by showing confirmed Council support. However for some applicants the requirement to decrease funding annually by 50% each year over the three years is not suitable, this is particularly where their initiative is more about the benefit to the Central Coast and there is an associated flow-on effect from showing 'goodwill from Council'.

Review Response and Recommendations

This Review provides a number of recommended changes to the existing CCC Community Grants and Sponsorship Program. These are proposed to ensure:

- Simplified program structure and information to improve community and business understanding of, and access to, the grants and sponsorship programs.
- Greater efficiency and streamlining of administrative and assessment processes
- Improved customer communication regarding the status of applications and assessment decisions; and
- Alignment with, and achievement of, the program aims and the One - Central Coast Community Strategic Plan 2018-2028.

Changes Proposed: Internal Process Refinement (summary)

The review identified a need for internal process refinement to improve efficiency, accuracy and reduce timeframe from funding application to notification for grant applicants.

Guidelines and Definitions

- Definition refinement to address 'retrospective funding', 'personal benefit' and 'cash prizes' to improve consistency across Grant programs and ensure funds are better directed towards achieving programs intended outcomes (see Page 13) for detailed changes).

Assessment Process

- Introducing a weighted assessment scoring tool to assist the Grants and Sponsorship Review panel to rank and score grant and sponsorship applications more efficiently and effectively according to Expected Program Outcomes.
- Updated and improved monthly monitoring and internal reporting of Grant and Sponsorship acquittals and improving quality of evidence supplied by applicants.

Timeframes

- Reducing timeframe from application to outcome notification through better use of technology, paperless approvals and monitoring.
- Improving communications with applicants throughout the Grant and Sponsorship applicant process.
- Measuring duration between each stage in the Grant and Sponsorship applicant process to identify inefficiencies and opportunities for management

Technology

- Maximising use of SmartyGrants automation and functionality to improve efficiency including automatic email generation, refined templates and bulk reporting
- Improving data management to improve accuracy by reducing use of spreadsheets and centralising input into SmartyGrants.
- Increasing use of paperless correspondence.
- Review of application and acquittal forms to ensure data is captured to better report on programs outcomes and impact.

Information and Communications

- Continue listing successful Grant and Sponsorship projects on CCC website to build capacity with community groups and facilitate collaboration.
- Case study development.
- Harmonising templates to improve consistency and reduce handling errors.

- Improving quality and tone of feedback to unsuccessful applicants to improve their future applications as well as perception of program and ongoing relationships with community groups.

Payments

- Moving from payment by Cheque to Electronic Funds Transfer to improve efficiency and reduce associated administrative effort to rectify missing or lost cheques in the mail
- Confirmation of Goods and Services Tax requirements to improve consistency.

Changes Proposed: Revised Program Structure (Summary)

This review proposes a revised Community Grants and Sponsorship Structure with key changes summarised below. Additional information outlining changes found in Tables 1 – 1.3.

Separating Infrastructure from Community Development

Changes

- Create a separate Grant program for Community Infrastructure projects and a separate grant program for Community Development projects (currently combined in Community Development Program)
- Community Infrastructure Grant Program with a range \$5,000 - \$75,000 with all projects requiring matched funding
- Community Development range of \$0 - \$30,000 not requiring matched funding

Benefits

- To distinguish between community infrastructure projects and community development programs and assess them independently
- Enable the community to have greater input into specific community infrastructure development
- To recognise and support the community benefit of community infrastructure
- Improve clarity for the community when deciding which program to apply for.
- Provide incentives for new investment in regional community infrastructure and increase potential to secure additional grants through complete funding program matched by Council
- Greater alignment with One Central Coast Community Strategic Plan Objectives:

Responsible Objectives:

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

Liveable Objectives:

- *L1 Promote healthy living and ensure sport, leisure, recreation and aquatic facilities and open spaces are well maintained and activated.*
- *L4 Provide equitable, affordable, flexible and co-located community facilities based on community needs.*

Green Objective:

- *E4 Incorporate renewable energy and energy efficiency in future design and planning and ensure responsible use of water and other resources.*

Align Community Events with Place Activation activities**Changes**

- Combine Place Activation and Community Partnership Program categories
- Change name from Community Partnerships to 'Community Events and Place Activation'

Benefits

- A clearly defined program area dedicated to events in recognition of their role in community benefit and the leveraging of opportunities for tourism and economic development.
- Increased funding for Place Activation and recognition of its close alignment to events based activity
- Improve the ability for Council to use data from the program for broader strategic uses
- Ensure event applications to be more efficiently targeted for capacity building and support by Council's events and community development teams
- Greater alignment with One Central Coast Community Strategic Plan objectives:

Belonging Objectives:

- *A1 Work within our communities to connect people, build capacity and create local solutions and initiatives.*
- *B2 Promote and provide more sporting, community and cultural events and festivals, day and night, throughout the year.*
- *B3 Foster creative and performing arts through theatres, galleries and creative spaces, by integrating art and performance into public life.*
- *B4 Activate spaces and places to complement activity around town centres, foreshores, lakes and green spaces for families, community and visitors.*

Smart Objectives:

- *C2 Revitalise Gosford City Centre, Gosford Waterfront and town centres as key destinations and attractors for businesses, 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*

Enhance opportunities for 'Start up' Social and Creative Enterprises

Changes

- Create a distinct Social and Creative Enterprise category
- Increase maximum available funding from \$5,000 to \$20,000

Benefits

- Enhanced opportunities for sustainable social and creative enterprise
- A dedicated program to encourage and resource community driven innovation
- Provide opportunities for increased pathways and development aligned with Council specialist enterprise and arts and culture programs and facilities.
- Greater alignment with One Central Coast Community Strategic Plan objectives;

Belonging Objectives:

- *A1 Work within our communities to connect people, build capacity and create local solutions and initiatives*
- *B1 Support reconciliation through celebration for Aboriginal and Torres Strait Islander cultures.*
- *B3 Foster creative and performing arts through theatres, galleries and creative spaces, by integrating art and performance into public life.*

Smart Objectives:

- *D1 Foster innovation and partnerships to develop local entrepreneurs and support start-ups.*
- *D2 Support local business growth by providing incentives, streamlining processes and encouraging social enterprises.*

Increase Heritage maximum funding levels and reduce grant opening rounds

Changes

- Increase Heritage maximum funding level from \$5,000 to \$10,000
- Reduce application opening period to twice annually.

Benefits

- Better align with the actual costs of undertaking Heritage projects
- Meet the needs of not-for-profit groups responsible for maintaining valuable Heritage assets
- Promote future planning with Heritage Officer and provide greater incentive to submit grant submissions by funding round deadline.
- Greater alignment with One Central Coast Community Strategic Plan:

Responsible Objective:

- *I1 Preserve local character and protect our heritage and rural areas by concentrating development along transport corridors and town centres.*

Refocus Sponsorship Tier 1 Hero / signature events to align with CSP

Changes

- Change the way applications are assessed to focus on alignment with:
 - relevant One - Central Coast Community Strategic Plan 2018-2028 (CSP) objectives
 - Central Coast Tourism Opportunities Plan
 - Central Coast Destination Management Plan
 - Draft Central Coast Major Events Strategy.
- Undertake a marketing program for the purposes of targeted pitching – identifying suitable initiatives that could be moved to the Central Coast and approaching them with individual proposals - to attract them to the region.

Benefits

- Encourage attraction of mature Hero/Signature initiatives from outside the region to the Central Coast

- Provide for more evidence based assessment of proposals that have greater alignment with One Central Coast Community Strategic Plan Objectives:

Smart Objectives:

- *C1 Target economic development in growth areas and major centres and provide incentives to attract businesses to the Central Coast.*
- *C3 Facilitate economic development to increase local employment opportunities and provide a range of jobs for all residents.*
- *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.*
- *D1 Foster innovation and partnerships to develop local entrepreneurs and support start-ups.*

Belonging Objectives:

- *B2 Promote and provide more sporting, community and cultural events and festivals, day and night, throughout the year.*
- *B4 Activate spaces and places to complement activity around town centres, foreshores, lakes and green spaces for families, community and visitors.*

Sponsorship Tier 2 and Tier 3 to be become one category for 'Regional Initiatives'

Changes

- Combine the Tier 2 and 3 sponsorship programs to create one sponsorship category for 'Regional Initiatives' encompassing social initiatives, business and economic initiatives, and sporting, recreation and cultural environmental initiatives where initiatives can be projects, programs and events.
- Reduce the applicant co-contribution amount (matched funds) to 50% from 75%.
- Make the 'Regional Initiatives' sponsorship funding threshold up to \$50,000 allowing applications for up to three years of funding, with the explicit understanding that awarding of multi-year funding is at the full discretion of Council and that Council can choose to award funding for one or more years based on the strength of the application meeting a range of criteria (including CSP objectives) to be outlined in the guidelines.
- Assess applications in relation to how they align to relevant objectives in the One - Central Coast Community Strategic Plan.
- Applications are accepted from businesses, not for profits, those auspiced by not-for-profits and individuals.
- The 'Regional Initiatives' sponsorship funding category is not suitable for activities that can be classed as 'Community Events' and these will be directed to the 'Community Events and Place Activation Grant' program. Community events are typically for community benefit only, are free to the community, and less focused on return on investment.

Benefits

- Simplify the application process by reducing the number of categories.
- Direct all Regional initiatives to apply under one category to be assessed together to enable more evidence-based ranking of applications based on of initiatives.
- Capture initiatives which have value but were not funded by either Community Grants or Sponsorship program in 2017-18 due to eligibility criteria
- Capture initiatives that would be beneficial to the Central Coast including sporting, recreational and cultural; social; and business and economic initiatives.
- Greater alignment with One Central Coast Community Strategic Plan Objectives:

Smart Objectives:

- *C1 Target economic development in growth areas and major centres and provide incentives to attract businesses to the Central Coast.*
- *C3 Facilitate economic development to increase local employment opportunities and provide a range of jobs for all residents.*
- *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.*
- *D1 Foster innovation and partnerships to develop local entrepreneurs and support start-ups.*

Belonging Objectives:

- *B2 Promote and provide more sporting, community and cultural events and festivals, day and night, throughout the year.*
- *B4 Activate spaces and places to complement activity around town centres, foreshores, lakes and green spaces for families, community and visitors.*

Changes to Eligibility

Changes

- Following changes to eligibility to Community Grant and Sponsorship Program guidelines:
 - Cash prizes and awards to be ineligible for funding with addition of "*Applications seeking funds for prize money, gifts and or awards including gift vouchers*" criteria.
 - Retrospective funding for the Community Support and Heritage Grants programs to be defined as "*Any activity commencing 6 weeks post the grant round closing date*" in criteria.

- Retrospective funding for all other Community Grants and Sponsorship programs to be defined as “Any activity commencing 2 months post the grant round closing date” in criteria.
 - Funding budget items which could be considered as ‘Personal benefit’ to be ineligible in criteria.
- Above changes harmonised across all Program Guidelines.

Benefits

- Improved definition consistency across Grant and Sponsorship Programs
- Greater clarity for community when developing project plans and timelines of activities
- Greater clarity for community of eligible costs when forming project budgets
- Council funds better directed to items which contribute to community benefit and meet programs intended outcomes
- Assist Staff and the Grants and Sponsorship Review Panel to assess applications with greater consistency

Changes Proposed: Budget and Funding Allocations

Figures below are proposed only, pending ELT budget planning. The proposed new Community Infrastructure Program amount is not currently within Grants & Sponsorship budget. All the remaining programs utilise the total 2018/19 allocated budget - \$50,000 has been moved from grants to sponsorship to increase overall sponsorship pool to \$250,000.

Budget Option A (Recommended): An additional \$300,000 is allocated to fund the new Community Infrastructure Program without reducing the financial allocation to community grant programs.

Budget Option B: The community grants program is delivered within existing budget with reduction in financial allocation to Community Support, Community Development and Community Infrastructure and Community Events and Place Activation.

Table 1.0: Revised Community Grants and Sponsorship Structure (Summary)

Program	Total Funding	Grants and Sponsorship	Funding Rounds
Community Support Grant	A: \$300,000 B: \$300,000	\$0 - \$5,000	Ongoing

Community Events and Place Activation	A: \$400,000. B: \$400,000	\$0 - \$20,000	Two Rounds per year
Community Infrastructure	A: \$300,000 B: \$150,000	\$0 - \$75K Matched 1:2	Two Rounds per year
Community Development <i>(Excludes Events and Infrastructure)</i>	A: \$300,000. B: \$200,000	Community Projects: <i>(Excluding Events)</i> \$0 - \$30,000	Two Rounds per year
Social and Creative Enterprise	A: \$150,000 B: \$100,000	\$0 - \$20,000	Two Rounds per year

Program	Total Funding	Grants and Sponsorship	Funding Rounds
Heritage Grant	\$130,000.	Up to \$10,000 Matched for private and businesses	Two Rounds per year
Sponsorship Categories		<i>Single to multi-year available (Max 3 year)</i>	
Category 1 - Hero Initiatives	Category 1 – negotiated	Category 1 – Negotiated	Ongoing
Category 2 – Regional Initiatives	Category 2 - \$200,000	Category 2 – up to \$50,000	Two Rounds per year

Table 1.1: Revised Community Grants and Sponsorship Structure A (Detailed)

Funding Program	Community Events and Place Activation <i>(Former Partnerships)</i> Option A: \$400,000 Option B: \$400,000	Community Development Option A: \$300,000 Option B: \$200,000	Community Infrastructure Option A: \$300,000 Option B: \$150,000
Program Objective	The Community Events and Place Activation Grant Program aims to support local organisations to deliver community events and activities that activate spaces and places to complement activity around town centres, foreshores, lakes and green spaces for families, community and visitors.	The Community Development Grant Program aims to support projects that enhance the quality of life of residents, provide community capacity building and protect and enhance the natural qualities of the Central Coast.	The Community Development Infrastructure Grant Program aims to improve or build on new or existing local community assets. This is to resource the community to have a input in infrastructure improvements that enable delivery of beneficial projects and activities.
Amount	\$0 - \$20,000	\$0 - \$30,000	\$5,000 - \$75,000 (matched 1:2)
Type of Activities	<input type="checkbox"/> Community events that play an important role in our local community and demonstrate community benefit and/or capacity building. <input type="checkbox"/> Activities that enhance our local neighbourhoods <input type="checkbox"/> Creation of public artwork linked to place	Non-event based community projects. Eligible costs including contractor fees, equipment purchase and hire, material purchase and venue hire	Projects to upgrade community infrastructure that provide reasonable benefit to the Central Coast community and draw additional funds to upgrade facilities on the Coast.
Link to Community Strategic Plan	<i>Belonging Objectives</i> A1, B2, B3, B4 <i>Smart Objectives</i> C2,C4	<i>Belonging Objectives</i> A1, A2, A3, A4, B1 <i>Green Objectives</i> E1, E2, E3, F1, F2 <i>Livable Objectives</i> L1, L2, <i>Responsible Objectives</i> I4 <i>Smart Objectives</i> D3,D4	<i>Livable Objectives</i> L1, L4 <i>Responsible Objective</i> G1 <i>Green Objective</i> E4
Eligible Applicants	A legally constituted not-for-profit organisation. A business partnering with a not-for-profit organisation or community group	A legally constituted not-for-profit organisation. An individual, group or business auspiced by a not-for-profit organisation	A legally constituted not-for-profit organisation. An individual, group or business auspiced by a not-for-profit organisation
Funding Rounds	Two rounds per year – February and August		

Table 1.2: Revised Community Grants and Sponsorship Structure B (Detailed)

Funding Program	Community Support Option A: \$300,000 Option B: \$300,000	Social and Creative Enterprise Option A: \$150,000 Option B: \$100,000	Heritage Grant Program Option A: \$130,000 Option B: \$130,000
Program Objective	The Community Support Grant Program aims to support community events, activities and programs which require assistance with accessing CCC services or require a small amount of funds. This addresses financial barriers for the high number of smaller scale community run projects in the region to achieve their aims.	The Social and Creative Enterprise Grant Program aims to support 'start up' creative industry practitioners and Social Enterprises which skill and equip practitioners with sustainable project business models and practices. This builds the capacity of emerging local enterprises to grow and become independent to deliver increased social and community outcomes.	The Heritage Grant Program aims to support local heritage of the Central Coast region to ensure privately and publically owned heritage buildings and places are maintained appropriately and the community is provided with opportunities to engage with, and maintain, local heritage.
Amount	\$0 - \$5,000 (combined cash and in-kind)	\$0 - \$20,000	Up to \$10,000, Unmatched for not-for-profits Matched on a dollar-for-dollar basis for private owners/operators
Type of Activities	Community projects, activities and events that require a small amount of assistance in cash or in-kind CCC services. Small scale equipment hire or purchase. Small scale community infrastructure.	For Social Enterprises that aim to generate economic sustainability in the social sector, increase the social and community outcomes generated by emerging local enterprises and support the development of innovative new enterprise models within the region. For individuals, artists, community organisations, and businesses to deliver activities in the areas of Creative Industry	Projects that show a focus on the retention and conservation of local heritage of the Central Coast.
Link to Community Strategic Plan	<i>Belonging Objectives A1, A2, A3, A4 Livable Objectives L1, L4</i>	<i>Belonging Objectives A1, B1, B3 Smart Objectives D1, D2</i>	<i>Responsible Objective I1</i>

Eligible Applicants	A legally constituted not-for-profit organisation A group auspiced by a not-for-profit organisation	A legally constituted not-for-profit organisation A group auspiced by a not-for-profit A business An individual	A legally constituted not-for-profit organisation. A business An Individual
Funding Rounds	Ongoing	Two rounds per year – February and August	

Table 1.3: Revised Community Grants and Sponsorship Structure C (Detailed)

Funding Program	Sponsorship Program Category 1 - Hero/Signature Initiatives	Sponsorship Program Category 2 - Regional Initiatives (former Tier 2 & 3)
	Negotiated Amount	\$200,000
Program Objective	The Sponsorship Program Category 1 aims to encourage Hero / Signature initiatives, projects, programs and events to be established on or relocated to the Central Coast.	Sponsorship Program Category 2 aims to encourage Regional initiatives the generate return on investment to the Central Coast in terms of visitor attraction, branding and profiling out of region, activation of places and spaces or economic development. Category 2 initiatives can be projects, programs or events in the areas of social and environmental initiatives; business and economic initiatives; and sporting, recreation and cultural initiatives.
Amount	Negotiated on a case-by-case basis	Up to \$50,000
Applicant contribution	Requires 75% contribution	Requires 50% contribution
Type of Activities	Events or initiatives that attract significant numbers of visitors, participants and media from outside the region and have national or international recognition and support the below objectives of the CSP 2018-2028.	Initiatives or projects that have national, state or Greater Sydney / Newcastle recognition or business initiatives that have regional or state recognition, which support the below objectives of the CSP 2018-2028.
Link to Community Strategic Plan	<i>SMART Objectives: C1, C3, C4, D1</i> <i>BELONGING Objectives: B2, B4</i>	<i>SMART Objectives: C1, C3, C4, D1</i> <i>BELONGING Objectives: B2, B4</i>
Eligible Applicants	<ul style="list-style-type: none"> • A legally constituted, not-for-profit organisation. • A group auspiced by a not-for-profit organisation • A business • Individuals 	<ul style="list-style-type: none"> • A legally constituted, not-for-profit organisation. • A group auspiced by a not-for-profit organisation • A business • Individuals
Measure	Economic impact generally in excess of \$5 million net benefit. Economic value is measurable. Expected ROI ratio of at least \$1:\$10.	Economic impact of over \$300,000 net benefit. Economic value is measurable. Expected ROI ratio of up to \$1:\$6.
Funding Rounds	Open throughout the year	Two rounds per year – February and August

Conclusion

This Review underpinned the amazing benefits and return on investment of the CCC Grants and Sponsorship Program to the Central Coast community. Not only is it a worthy program it is well run and comprehensive in comparison to other Councils and greatly supports and benefits the community.

This Review identifies refinements and changes to the Program after its first year of operation to deliver material improvements addressing quality, processes and community feedback that will result in greater benefit to the Central Coast community.

The Review has been informed by independent analysis and local stakeholder feedback from people with direct experience using the program in 2017/18. The resulting feedback from community and businesses has driven the changes recommended to create genuine improvements for community opportunity.

Along with improvements to procedures and communication, the program's structural changes respond to the potential in growing areas important to the region's social and economic development, including creative community enterprise, community and commercial events, community infrastructure and living heritage.

The recommendations take into account the increased demand on the CCC Grants and Sponsorship Program funding budget in 2017/18 due to channelling all community funding requests including in-kind under the one identifiable, reportable and compliant area in Council, instead of the legacy approach of having in-kind provided direct from a variety of Council business units to community groups with no formal agreements. It is therefore recommended that the Grants and Sponsorship funding budget needs to be expanded as recommended, catering for this change.

There was also a significant increase in 2017/18 applications of merit that could not be funded within the existing budget and this report recommends separating Community Infrastructure from Community Development as a matched fund program with recommendation for additional funding allocation in 2018/19.

Attachments:

Attachment 1: 2017/18 Community Grants and Sponsorship Data

Attachment 1

2017/18 Community Grants and Sponsorship Data

Table 2: Community Grants and Sponsorship Program 2017-18 Application Success Rate

Program	Successful Application Average	Application Success Rate
Community Support Grant Program	\$2,603.01	80.46%
Chain Valley Colliery/Lake Coal Community Fund	\$10,139.46	68.42%
Heritage Grant Program	\$3,767.49	58.33%
Community Partnership Grant Program	\$8,434.26	49.30%
Awarding Sponsorship (2017-18 commitment only)	\$19,485.71	38.88%
Place Activation	\$3,866.40	38.46%
Community Development Grant Program	\$14,581.37	33.33%
Total	\$8,982.53	53.50%

Table 2.1: Community Grants Program 2017-18 Results

Program	Budget	Opening Period	Total No. of Applications	No. of Successful Applications	Total allocation
Community Support Grant Program	\$300,000	Ongoing	87	70	\$ 182,210.54
Community Partnership Grant Program	\$300,000	Twice annually	71	35	\$ 295,199.20
Community Development Grant Program	\$500,000	Twice annually	102	34	\$ 495,766.68
Heritage Grant Program	\$130,000	Bi Monthly	24	14	\$ 52,744.90
Place Activation	\$50,000	Twice annually	26	10	\$ 38,664.00
Chain Valley Colliery/Lake Coal Community Fund	Subjective	Once annually	19	13	\$ 131,813.00
Total			329	176	\$ 1,196,398.32

Table 2.2: Sponsorship 2017-18 Results

Program	Budget	Opening Period	Total No. of Applications	No. of Successful Applications
Tier 1	Negotiated	Ongoing	0	0
Tier 2	\$200,000	Twice annually	13	4
Tier 3		Twice annually	5	3
Total			18	7

Table 2.3: Total Annual Sponsorship Commitments:

Total Annual Sponsorship Commitments	
Total sponsorship budget 2017-18	\$200,000
Total of 2017-18 commitments	\$199,380
Total of 2017-18 budget remaining (returned to General Fund)	\$620
Total sponsorship budget 2018-19	\$250,000
Total of existing 2018-19 commitments (approved)	\$51,300
Total remaining for allocation 2018-19	\$198,700
Total sponsorship budget 2019-20	\$250,000
Total of existing 2019-20 commitments (approved)	\$23,250
Total remaining for allocation 2019-20	\$226,750

Funding Program	Current: Community Partnerships \$300,000	Proposed: Community Events and Place Activation Option A: \$400,000 Option B: \$400,000
Program Objective	The Community Partnership Grant Program aims to support existing local community events and projects.	The Community Events and Place Activation Grant Program aims to support local organisations to deliver community events and activities that activate spaces and places to complement activity around town centres, foreshores, lakes and green spaces for families, community and visitors.
Amount	\$5,000 and \$20,000	\$0 - \$20,000
Type of Activities	Activities and events that have grown and are of interest to a particular community or provide reasonable benefit to the Central Coast community.	<input type="checkbox"/> Community events that play an important role in our local community and demonstrate community benefit and/or capacity building. <input type="checkbox"/> Activities that enhance our local neighbourhoods <input type="checkbox"/> Creation of public artwork linked to place
Link to Community Strategic Plan	<i>N/A</i> <i>Created before One Coast Community Strategic Plan</i>	<i>Belonging Objectives A1, B2, B3, B4</i> <i>Smart Objectives C2,C4</i>
Eligible Applicants	A legally constituted not-for-profit organisation. A group auspiced by a not-for-profit organisation A business.	A legally constituted not-for-profit organisation. A business partnering with a not-for-profit organisation or community group
Funding Rounds	Two rounds per year – February and August	Two rounds per year – February and August

Funding Program	Current: Community Development \$300,000	Proposed: Community Development Option A: \$300,000 Option B: \$200,000	Proposed: Community Infrastructure Option A: \$300,000 Option B: \$150,000
Program Objective	The Community Development Grant Program aims to encourage new activities and projects that enhance the quality of life of residents or seek to improve or build on local community assets.	The Community Development Grant Program aims to support projects that enhance the quality of life of residents, provide community capacity building and protect and enhance the natural qualities of the Central Coast.	The Community Development Infrastructure Grant Program aims to improve or build on new or existing local community assets to resource the community to have a greater say in infrastructure improvements that enable delivery of beneficial projects and activities.
Amount	\$0 - \$75,000	\$0 - \$30,000	\$5,000 - \$75,000 (matched 1:2)
Type of Activities	New activities and events that are of interest to a particular community or provide reasonable benefit to the Central Coast community including projects to upgrade community infrastructure.	Non-event based community projects. Eligible costs including contractor fees, equipment purchase and hire, material purchase and venue hire.	Projects to upgrade community infrastructure that provide reasonable benefit to the Central Coast community and draw additional funds to upgrade facilities on the Coast.
Link to Community Strategic Plan	N/A Created before One Coast Community Strategic Plan	<i>Belonging Objectives</i> A1, A2, A3, A4, B1 <i>Green Objectives</i> E1, E2, E3, F1, F2 <i>Livable Objectives</i> L1, L2, <i>Responsible Objectives</i> I4 <i>Smart Objectives</i> D3,D4	<i>Livable Objectives</i> L1, L4 <i>Responsible Objective s</i> G1 <i>Green Objective s</i> E4
Eligible Applicants	A legally constituted not-for-profit organisation. A group auspiced by a not-for-profit organisation	A legally constituted not-for-profit organisation. An individual, group or business auspiced by a not-for-profit organisation	A legally constituted not-for-profit organisation. An individual, group or business auspiced by a not-for-profit organisation
Funding Rounds	Two rounds per year February and August	Two rounds per year February and August	Two rounds per year February and August

Funding Program	Current: Community Support \$300,000	Proposed Community Support Option A: \$300,000 Option B: \$300,000
Program Objective	The Community Support Grant Program aims to support community events, activities and programs which require assistance with accessing CCC services or require a small amount of funds.	The Community Support Grant Program aims to support community events, activities and programs which require assistance with accessing CCC services or require a small amount of funds to achieve their aims.
Amount	\$0 - \$5,000 (combined cash and in-kind)	\$0 - \$5,000 (combined cash and in-kind)
Type of Activities	Community projects, activities and events that require a small amount of assistance in cash or in-kind CCC services. Small scale equipment hire or purchase. Small scale community infrastructure.	Community projects, activities and events that require a small amount of assistance in cash or in-kind CCC services. Small scale equipment hire or purchase. Small scale community infrastructure.
Link to Community Strategic Plan	N/A Created before One Coast Community Strategic Plan	Belonging Objectives A1, A2, A3, A4 Livable Objectives L1, L4
Eligible Applicants	A legally constituted not-for-profit organisation A group auspiced by a not-for-profit organisation	A legally constituted not-for-profit organisation A group auspiced by a not-for-profit organisation
Funding Rounds	Ongoing	Ongoing

Funding Program	Current: Place Activation Grant Program \$50,000	Proposed Social and Creative Enterprise \$150,000
Program Objective	The Place Activation Grant program is provided to support individuals, artists, community organisations, members and businesses to deliver activities in the areas of Place Making, Creative Industry and Social Enterprise.	The Social and Creative Enterprise Grant Program aims to support 'start up' creative industry practitioners and Social Enterprises to build the capacity of emerging local enterprises to grow and become independent to deliver increased social and community outcomes. The social and creative enterprise grant program aims to support 'start up' creative industry practice and social enterprise to skill and equip practitioners with a sustainable business model and practice. It aims to build the capacity of emerging local enterprises to grow and deliver increased social and community outcomes.
Amount	\$0 - \$5,000	\$0 - \$20,000
Type of Activities	A new activity that either: <input type="checkbox"/> Enhances our local neighbourhoods <input type="checkbox"/> Creates public artwork <input type="checkbox"/> Helps develop a social enterprise that is unique and creative	For Social Enterprises that aim to generate economic sustainability in the social sector, increase the social and community outcomes generated by emerging local enterprises and support the development of innovative new enterprise models within the region. For individuals, artists, community organisations, and businesses to deliver activities in the areas of Creative Industry
Link to Community Strategic Plan	N/A Created before One Coast Community Strategic Plan	Belonging Objectives A1, B1, B3 Smart Objectives D1, D2
Eligible Applicants	Community Groups Artists A business Individuals	A legally constituted not-for-profit organisation A group auspiced by a not-for-profit A business An individual
Funding Rounds	Two rounds per year – February and August	Two rounds per year – February and August

Funding Program	Current: Heritage Grant Program \$130,000	Proposed: Heritage Grant Program Option A: \$130,000 Option B: \$130,000
Program Objective	The Heritage Grant Program aims to support local heritage of the Central Coast region.	The Heritage Grant Program aims to support local heritage of the Central Coast region to ensure privately and publically owned heritage buildings and places are maintained appropriately and the community is provided with opportunities to engage with, and maintain, local heritage.
Amount	Up to \$5,000, Matched on a dollar-for-dollar basis	Up to \$10,000, Unmatched for not-for-profits Matched on a dollar-for-dollar basis for private owners/operators
Type of Activities	Projects that show a focus on the retention and conservation of local heritage of the Central Coast.	Projects that show a focus on the retention and conservation of local heritage of the Central Coast.
Link to Community Strategic Plan	<i>N/A Created before One Coast Community Strategic Plan</i>	<i>Responsible Objective 11</i>
Eligible Applicants	A legally constituted not-for-profit organisation. A business Individuals	A legally constituted not-for-profit organisation. A business An Individual
Funding Rounds	Open throughout the year	Two rounds per year – February and August

Funding Program	Current: Sponsorship Program Tier 1 - Hero/Signature Initiatives Negotiated Amount	Proposed: Sponsorship Program Category 1 - Hero/Signature Initiatives Negotiated Amount
Program Objective	The Sponsorship Program Tier 1 aims to encourage major events and initiatives to be established or relocated to the Central Coast.	The Sponsorship Program Category 1 aims to encourage Hero / Signature initiatives, projects, programs and events to be established on or relocated to the Central Coast.
Amount	Negotiated on a case-by-case basis	Negotiated on a case-by-case basis
Applicant contribution	Requires 75% contribution	Requires 75% contribution
Type of Activities	Events or initiatives that attract significant numbers of visitors, participants and media from outside the region and have national or international recognition.	Events or initiatives that attract significant numbers of visitors, participants and media from outside the region and have national or international recognition and support the below objectives of the CSP 2018-2028.
Link to Community Strategic Plan	<i>N/A Created before One Coast Community Strategic Plan</i>	<i>SMART Objectives: C1, C3, C4, D1 BELONGING Objectives: B2, B4</i>
Eligible Applicants	<ul style="list-style-type: none"> • A legally constituted, not-for-profit organisation. • A business • Individuals 	<ul style="list-style-type: none"> • A legally constituted, not-for-profit organisation. • A group auspiced by a not-for-profit organisation • A business • Individuals
Measure	High economic / tourism impact generally in excess of \$5 million net benefit. Economic value is measurable. Expected ROI ratio of at least \$1:\$10.	Economic impact generally in excess of \$5 million net benefit. Economic value is measurable. Expected ROI ratio of at least \$1:\$10.
Funding Rounds	Open throughout the year	Open throughout the year

Funding Program	<i>Current:</i> Sponsorship Program Tier 2	<i>Current:</i> Sponsorship Program Tier 3	<i>Proposed:</i> Sponsorship Program Category 2 - Regional Initiatives (former Tier 2 & 3) \$200,000
Program Objective	The Sponsorship Program Tier 2 aims to encourage investment in new, regionally significant events and other initiatives.	The Sponsorship Program Tier 3 aims to support business development initiatives.	Sponsorship Program Category 2 aims to encourage Regional initiatives the generate return on investment to the Central Coast in terms of visitor attraction, branding and profiling out of region, activation of places and spaces or economic development. Category 2 initiatives can be projects, programs or events in the areas of social and environmental initiatives; business and economic initiatives; and sporting, recreation and cultural initiatives.
Amount	Up to \$50,000	Up to \$20,000	Up to \$50,000
Applicant contribution	Year 1 – Allocation as approved by Council up to a maximum of \$50,000. Year 2 – 50% of the Year 1 allocation. Year 3 – 25% of the Year 1 allocation.	Year 1 – Allocation as approved by Council up to a maximum of \$20,000. Year 2 – 50% of the Year 1 allocation. Year 3 – 25% of the Year 1 allocation.	Requires 50% contribution
Type of Activities	Events or projects that have national or state recognition and focus on promoting the Central Coast region as a destination of choice.	Events or projects that promote business excellence and foster the local business community.	Initiatives or projects that have national, state or Greater Sydney / Newcastle recognition or business initiatives that have regional or state recognition, which support the below objectives of the CSP 2018-2028.

Funding Program	Current: Sponsorship Program Tier 2	Current: Sponsorship Program Tier 3	Proposed: Sponsorship Program Category 2 - Regional Initiatives (former Tier 2 & 3) \$200,000
Link to Community Strategic Plan	<i>N/A Created before One Coast Community Strategic Plan</i>	<i>N/A Created before One Coast Community Strategic Plan</i>	<i>SMART Objectives: C1, C3, C4, D1 BELONGING Objectives: B2, B4</i>
Eligible Applicants	<ul style="list-style-type: none"> • A legally constituted, not-for-profit organisation. • A business • Individuals 	<ul style="list-style-type: none"> • A legally constituted, not-for-profit organisation. • A business • Individuals 	<ul style="list-style-type: none"> • A legally constituted, not-for-profit organisation. • A group auspiced by a not-for-profit organisation • A business • Individuals
Measure	Moderate economic or tourism impact with a value of up to \$5 million net benefit. Economic value is measurable. Expected ROI ratio of up to \$1:\$8.	Low economic or tourism impact of over \$50,000 net benefit. Economic value is measurable. Expected ROI ratio of \$1:\$2.	Economic impact of over \$300,000 net benefit. Economic value is measurable. Expected ROI ratio of up to \$1:\$6.
Funding Rounds	Two rounds per year – February and August	Two rounds per year – February and August	Two rounds per year – February and August



POLICY NO:

POLICY FOR COMMUNITY GRANTS

AUTHORITY	NAME & TITLE	SIGNATURE	DATE
AUTHOR	Sharon Moore (V1) Stuart Slough (V2)		
UNIT MANAGER	Glenn Cannard		
DIRECTOR	Julie Vaughan		
CHIEF EXECUTIVE OFFICER	Gary Murphy		

CERTIFIED A TRUE COPY OF POLICY ADOPTED BY COUNCIL

AUTHOR SIGNATURE	
COUNCIL RESOLUTION DATE	

History of Revisions:

Version	Date	TRIM Doc. #
1	30 June 2017	
2	2 August 2018	

A. POLICY SUMMARY

- A1 This policy has been developed to provide guidance on managing Central Coast Council's Community Grant programs.
- A2 This policy is to be read in conjunction with the supporting guidelines for each of Central Coast Councils Community Grant Programs.

B. POLICY BACKGROUND

- B1 The Local Government Act 1993 permits Council, by resolution, to contribute money or otherwise grant financial assistance to persons for the purpose of exercising its functions.

This policy provides a framework which guides the management of Council's Community Grant Programs in a manner that is in accordance with the Local Government Act NSW 1993.

This policy and associated guidelines determines the types of organisations or industries that Council considers would be appropriate to partner with in regards to grant support.

This policy and associated guidelines act as tools to ensure that decision-making around the provision of community grants complies with relevant legislation and enables an equitable, open and transparent process.

C. POLICY ADMINISTRATION

- C1 This Policy will be reviewed every three years.
- C2 This Policy is managed by the Community Partnerships Unit within the Connected Communities Directorate.

D. DEFINITIONS

- C1 **CEO** means the Chief Executive Officer of Council.
- C2 **Council** means Central Coast Council, being the organisation responsible for the administration of Council affairs and operations and the implementation of Council policy and strategies
- C3 **Grant** means a payment made by Central Coast Council to assist in meeting the local government area's strategic goals and objectives, encourages capacity building and provides a benefit to the local community.
- C4 **In-Kind** means the provision of receipts of goods and services to support or enhance an initiative to the value of the goods or services at a reduced rate or free of charge.
- C5 **Non-pecuniary Interest** are private or personal interests the person has that do not amount to a pecuniary interest as defined in the Act. These commonly arise out of family, or personal relationships, or involvement in sporting, social or other cultural groups and associations and may include an interest of a financial nature.

- C6 **Organisation** means any group, incorporated or unincorporated operating for a defined purpose or function.
- C7 **Pecuniary Interest - a person has a pecuniary interest in a matter if the pecuniary interest is the interest of:**
- (a) the person, or
 - (b) the person's spouse or de facto partner or a relative of the person, or a partner or employer of the person, or
 - (c) a company or other body of which the person, or a nominee, partner or employer of the person, is a member.
- C8 **Sponsorship** is a commercial arrangement in which a sponsor provides a contribution in money or in-kind to support an activity in return for certain specified benefits. (Source ICAC – Sponsorship in the Public Sector)
- C9 **Subsidy** means support provided in-kind in the form of the provision of receipt of goods and services to the community, or enhance an initiative to the value of the goods or service at a reduced rate or free of charge

D. POLICY STATEMENTS

Jurisdiction

- D1 This Policy applies to all grant funding, subsidies and in-kind assistance distributed by Council through its grants programs.
- D2 This Policy covers all elected members of Council, all employees of Council, any person or organisation contracted to or acting on behalf of Council, any person or organisation employed to work on Council premises or facilities and all activities of the Council.
- D3 This Policy does not apply to:
- a) Council's Sponsorship Program
 - b) Grants received by Central Coast Council.
 - c) Community service advertising support for events
 - d) Bequests and endowments; and
 - e) Joint ventures or consultancies and donations or gifts which are given for philanthropic reasons such as where a financial or in-kind donation is made without any expectation of any reciprocal or return benefit.
- D4 This policy does not confer any delegated authority upon any person. As per the Local Government Act 1993, any delegations will be through a resolution by Council.
- D5 All Community Grant allocations are endorsed by Council for final approval.

General

- D6 Successful applicants must operate within the Central Coast area and/or be able to demonstrate that the activity will benefit residents of the Central Coast community.
- D7 Council will consider application requests from a reputable organisation whose public image, products and services are consistent with the values, goals and specific policies of Council.

- D8 The following companies, partnerships, sole traders or individuals are not considered by Council as suitable for grant agreements, those include:
- a) Involved in the manufacture, distribution and wholesaling of tobacco-related products, pornography and/or addictive drugs;
 - b) Found guilty of illegal or improper conduct by ICAC or any similar authority;
 - c) Involved in political fields, eg. political parties;
 - d) Involved in a competitive tender or purchasing process, at, or around the time of negotiating a grant or funding agreement;
 - e) Unacceptable funding record with Council or with any other government authority.
- D9 A grant provided must not replace a service Central Coast Council is required to provide under the Local Government Act 1993 or other legislation.
- D10 Proposals from employees or Councillors of Central Coast Council (both in a paid or voluntary capacity), are not eligible to apply for funding in Council's Community Grants Programs.
- D11 Council must ensure all grant agreements do not compromise, be perceived to compromise or call into question the integrity and values of Council.
- D12 A grant agreement may be refused and/or terminated if deemed by Council as a real or perceived conflict, or where a breach of the terms of an agreement has occurred.
- D13 When granting funds, Council must also consider the provisions relating to the granting of financial assistance under the Local Government Act Section 356(2).
- D14 Council's grants programs will be advertised in Council notices published in a local newspaper and be available on Council's website where practical.
- D15 All applications for a grant requesting funds in the Community Development, Community Infrastructure, Community Events and Place Activation, and, Social and Creative Enterprise Grant Programs will be assessed by a 'Community Grants and Sponsorship Review Panel.' Recommendations of this Panel will be reported to Council. This Committee will consist of:
- a) Director Connected Communities or representative (1 Vote)
 - b) Councillor 1 (1 Vote)
 - c) Councillor 2 (1 Vote)
 - d) Councillor 3 (1 Vote)
- D16 In accordance with the Local Government Act, funds may not be transferred to applicants until a resolution of Council determining the application is made, with the exception of authorised emergency payments.
- D17 The CEO is authorised to approve emergency payments, provided the application meets the criteria set in this Policy and the matter is reported to the next meeting of Council.
- D18 Council staff and funding assessors are required to declare any potential pecuniary or non-pecuniary conflict of interest.
- D19 All approved grant requests will be described in a written agreement signed by Council's CEO or designated senior officer.
- D20 All approved grant program agreements will be reported annually through Council's Annual Report.
- D21 All approved grants must be reported on and all funds acquitted.

E. POLICY IMPLEMENTATION - PROCEDURES

- E1 Implementation of this policy is supported by guidelines for each Community Grant Program to guide staff in its implementation.
- E2 The guidelines will be reviewed annually and amended as required under the delegation of the Director Connected Communities.
- E3 It is the personal responsibility of all Council employees and agents thereof to have knowledge of, and to ensure compliance with this policy.

Associated documents

- E4 Related Policies and Legislation:

Central Coast Council

- One Central Coast Community Strategic Plan 2018-2028
- Central Coast Council Code of Conduct CCC002
- Disability Inclusion Action Plan
- Local Environmental Plan
- Accessible Events Guide
- Development Control Plan
- Community Development Grant Program guidelines
- Community Infrastructure Grant Program guidelines
- Community Events and Place Activation Grant Program guidelines
- Heritage Grant Program guidelines
- Social and Creative Enterprise Grant Program guidelines
- Community Support Grant Program guidelines

NSW Government

- Local Government Act NSW 1993 (relevant section 356)
- NSW Anti-Discrimination Act 1977
- NSW Heritage Act 1977
- Environmental Planning and Assessment Act 1977

Federal Government

- Commonwealth Disability Discrimination Act 1992
- Commonwealth Disability (Access to Premises - Buildings) Standards 2010
- Australian Standards
- Building Code of Australia

Other

- The Australia ICOMOS Charter for Places of Cultural Significance, The Burra Charter, 2013.
- Independent Commission Against Corruption (ICAC) Guidelines for Sponsorship in the Public Sector



POLICY NO:

POLICY FOR SPONSORSHIP MANAGEMENT

AUTHORITY	NAME & TITLE	SIGNATURE	DATE
AUTHOR	Sue Ledingham, Manager, Community Engagement		
MANAGER	Sue Ledingham, Manager Community Engagement		
GROUP LEADER	Julie Vaughan, Group Leader Connected Communities		
CHIEF EXECUTIVE OFFICER	Gary Murphy		

CERTIFIED A TRUE COPY OF POLICY ADOPTED BY COUNCIL

AUTHOR SIGNATURE	
COUNCIL RESOLUTION DATE	

History of Revisions:

Version	Date	TRIM Doc. #
1	19 June 2017	

A. POLICY SUMMARY

- A1 This policy has been developed to provide guidance on:
- (a) sponsorship awarded to external parties by Central Coast Council and;
 - (b) sponsorship received from external parties by Central Coast Council.
- A2 This Policy is to be read in conjunction with the supporting guidelines for the Central Coast Council Sponsorship Program.

B. POLICY BACKGROUND

- B1 Council undertakes financial or in-kind sponsorship agreements with external parties. These agreements can involve either the awarding or receiving of sponsorship. Council can do this by a commercial arrangement where benefits are received by both parties under a written agreement.
- B2 External parties can be an individual, a private sector company, corporation or other government agency in exchange for goods or services.
- B3 This policy provides a framework which guides the management of Council's Sponsorship Program in a manner that is aligned to the outcomes Central Coast Council aims to achieve and in accordance with the Local Government Act NSW 1993 and the Independent Commission Against Corruption (ICAC)'s Sponsorship in the Public Sector guidelines.
- B4 This policy and associated guidelines determines the types of organisations or industries that Council considers would and would not be appropriate to partner with in regards to sponsorship.

C. POLICY ADMINISTRATION

- C1 This Policy will be reviewed every three years.
- C2 This Policy is managed by the Community Engagement Unit within the Connected Communities group.

D. DEFINITIONS

- D1 **Agreement** means a sponsorship agreement that governs the legal relationship between a Recipient and Sponsor.
- D2 **Awarded** means outgoing sponsorship funding is paid to the external party to assist in meeting the local government area's strategic goals and objectives and provides a benefit to the local community.
- D3 **CEO** means the Chief Executive Officer of Council.
- D4 **Council** means Central Coast Council, being the organisation responsible for the administration of Council affairs and operations and the implementation of Council policy and strategies.
- D5 **In-Kind** means the provision or receipts of goods and services to support or enhance an initiative to the value of the goods or services at a reduced rate or free of charge.

- D6 **Non-pecuniary Interest** are private or personal interests the person has that do not amount to a pecuniary interest as defined in the Act. These commonly arise out of family, or personal relationships, or involvement in sporting, social or other cultural groups and associations and may include an interest of a financial nature.
- D7 **Organisation** means any group, incorporated or unincorporated operating for a defined purpose or function.
- D8 **Pecuniary Interest** - a person has a pecuniary interest in a matter if the pecuniary interest is the interest of:
- (a) the person, or
 - (b) the person's spouse or de facto partner or a relative of the person, or a partner or employer of the person, or
 - (c) a company or other body of which the person, or a nominee, partner or employer of the person, is a member.
- D9 **Recipient** means an individual or organisation that, for a specified term, receives a contribution in cash and/or in-kind in return for providing negotiated commercial benefits to a sponsor. See also definition of "sponsor".
- D10 **Sponsor** means an organisation that, for a specified term, provides a contribution in cash and/or in-kind with the intention of receiving negotiated commercial benefits.
- D11 **Sponsorship** is a commercial arrangement in which a sponsor provides a contribution in money or in-kind to support an activity in return for certain specified benefits. (Source ICAC – Sponsorship in the Public Sector).
- D12 **The Act** means the Local Government Act NSW 1993.

E. POLICY STATEMENTS

Jurisdiction

- E1 This Policy applies to all Sponsorships awarded and received by Council.
- E2 This Policy covers all elected members of Council, all employees of Council, any person or organisation contracted to or acting on behalf of Council, any person or organisation employed to work on Council premises or facilities and all activities of the Council.
- E3 This Policy does not apply to:
- a) Council's Community Grants Programs
 - b) Community service advertising support for events

- c) Bequests and endowments; and
 - d) Joint ventures or consultancies and donations or gifts which are given for philanthropic reasons such as where a financial or in-kind donation is made without any expectation of any reciprocal or return benefit.
- E4 This policy does not confer any delegated authority upon any person. As per the Local Government Act 1993, any delegations will be through a resolution by Council.
- E5 When awarding sponsorship, Council must also consider the provisions relating to the granting of financial assistance under the Local Government Act in exchange for specified benefits that help meet Central Coast Council's objectives.
- E5 All awarded Sponsorship allocations are endorsed by Council for final approval.
- E6 Final approval for all received sponsorship rests with the Council CEO or senior delegated officer.

General

- E7 Successful applicants must operate within the Central Coast area and/or be able to demonstrate that the activity will benefit residents of the Central Coast community.
- E8 Council will consider application requests or receipt of sponsorship from reputable organisations whose public image, products and services are consistent with the values, goals and specific policies of Council.
- E9 The following companies, partnerships, sole traders or individuals are not considered by Council as suitable for sponsorship agreements, include those:
 - a) Involved in the manufacture, distribution and wholesaling of tobacco-related products, pornography and/or addictive drugs;
 - b) Found guilty of illegal or improper conduct by ICAC or any similar authority;
 - c) Involved in political fields, e.g. political parties;
 - d) Unacceptable sponsorship record with Council or with any other government authority.
- E10 A sponsorship agreement does not imply that Council endorses a recipient's organisation or its products or services. The Council logo may only be used according to the terms of the sponsorship agreement.
- E11 Sponsorship applications will be declined if the Council assessment concludes that the risks are unacceptably high or Council will receive insufficient value from the proposal.
- E12 Proposals from employees or Councillors of Central Coast Council (both in a paid or voluntary capacity) are not eligible to apply for funding in Council's Sponsorship Program.
- E13 Council must ensure all sponsorship agreements do not compromise, be perceived to compromise or call into question the integrity and values of Council.
- E14 A sponsorship agreement may be refused and/or terminated if deemed by Council as a real or perceived conflict, or where a breach of the terms of an agreement has occurred.

- E15 Where practicable, opportunities for external organisations and individuals to Sponsor Council programs and services will be advertised in Council notices published in a local newspaper and be available on Council's website.
- E16 Council's Sponsorship program will be advertised in Council notices published in a local newspaper and be available on Council's website where practical.
- E17 All applications for awarding of Sponsorship will be assessed by a 'Community Grants and Sponsorship Review Panel. The exception to this is applications for large scale signature events that are outside of the annual Sponsorship funding allocation. Recommendations of this Committee will be reported to Council. This Committee will consist of:
- a) Group Leader Connected Communities or representative (1 Vote)
 - b) Councillor 1 (1 Vote)
 - c) Councillor 2 (1 Vote)
 - d) Councillor 3 (1 Vote)
- E18 All incoming sponsorship proposals to Council must be received, assessed and managed in accordance with the 10 sponsorship principles detailed in the Independent Commission Against Corruption (ICAC) 2006 Guidelines for Sponsorship in the Public Sector.
- E19 All incoming sponsorships proposals to be received by Council will be approved by:
- 1. Business Unit Manager of the team receiving the sponsorship and within their delegation; and
 - 2. Unit Manager, Community Engagement (for sponsorships under \$30,000)
 - 3. Group Leader, Connected Communities (for sponsorships over \$30,000).
- E20 Council staff and funding assessors are required to declare any potential pecuniary or non-pecuniary conflict of interest.
- E21 All approved sponsorship requests will be described in a written agreement or proposal signed by Council's CEO or delegated senior officer.
- E22 All sponsorship program agreements will be reported annually through Council's Annual Report.
- E23 All approved sponsorship funds must be reported on and all funds acquitted.

F. POLICY IMPLEMENTATION - PROCEDURES

- F1 Implementation of this policy is supported by guidelines for the Sponsorship Program to guide staff in its implementation.
- F2 The guidelines will be reviewed annually and amended as required under the delegation of the Group Leader Connected Communities.

- F3 It is the personal responsibility of all Council employees and agents thereof to have knowledge of, and to ensure compliance with this policy.

Associated documents

- F4 Related Policies and Legislation:

Central Coast Council

- Central Coast Council Code of Conduct CCC002
- Sponsorship Program – Guidelines
- One - Central Coast Community Strategic Plan (2018-2028)
- CCC Disability Inclusion Action Plan
- CCC Planning Accessible Events Guide
- CCC Sustainable Events Guidelines
- Central Coast Tourism Opportunities Plan
- Draft Central Coast Major Events Strategy
- Central Coast Destination Management Plan

NSW Government

- Local Government Act NSW 1993 (relevant section 356)
- NSW Anti-Discrimination Act 1977

Federal Government

- Commonwealth Disability Discrimination Act 1992
- Commonwealth Disability (Access to Premises - Buildings) Standards 2010

Other

- Independent Commission Against Corruption (ICAC) Guidelines for Sponsorship in the Public Sector



Item No: 5.1
Title: Deferred Item - Response to Notice of Motion -
Position of Council Employment
Department: People and Culture

27 August 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-03 - D13305720

Author: Karina Curtis, Executive Assistant to Executive Manager, People and Culture

Executive: Kellie Reeves, Executive Manager, People and Culture

Summary

Council, at its meetings held 13 August 2018 resolved:

That Council defer matters 2.2, 5.2, 6.1, 8.3, 8.4 and 10.1 to the next Ordinary Meeting of Council being held 27 August 2018 in accordance with the adopted Code of Meeting Practice.

Recommendation

- 1 That Council note the deferred Response to Notice of Motion – Position of Council Employment report which is Attachment 1 to this report.**
- 2 That Council receive the report on Deferred Item - Response to Notice of Motion - Position of Council Employment.**

Attachments

- 1 Response to Notice of Motion - Position of Council Employment D13225872**

Item No: 6.1
Title: Response to Notice of Motion - Position of Council Employment
Department: People and Culture



13 August 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-02 - D13225872

Author: Karina Curtis, Executive Assistant to Executive Manager,
People and Culture

Executive: Kellie Reeves, Executive Manager, People and Culture

Summary

Council, at its meeting 28 May 2018 resolved;

- 426/18 *That Council note the deferred Notice of Motion – Position of Council Employment which is Attachment 1 to this report.*
- 427/18 *That Council advise on their approach to long term direct employment, recognising the importance of secure long term employment for current staff, upholding the 15% apprenticeship quota as well as supporting employment for people with a disability, especially young people.*
- 428/18 *That Council provide a report that shows the breakdown of current FTE, PTE, casual employment, apprentices, traineeships, internships and people with a disability.*
- 429/18 *Further to this, that Council takes into consideration population growth since amalgamation and future projected growth to ensure Council employment meets residents' demands.*
- 430/18 *That Council request the Acting CEO to provide Councillors with a copy of the review of the approach to employing apprentices by the new organisation (CCC) - which was to be undertaken prior to the conclusion of the six month extension as per Resolution 1303/15 of Meeting 9 December 2015. If the review was not conducted, would staff please advise if the motion was rescinded and if not, if the review could be undertaken and be provided to Council at the meeting in one month's time.*

Recommendation

That Council receive the report on Response to Notice of Motion - Position of Council Employment.

Background

It is noted that these are operational matters in the jurisdiction of the CEO however, for the benefit of Councillors, I can provide the following information.

A foundation of Council's Workforce Management Strategy ('the strategy') is a commitment to secure, permanent employment for staff and allows Council to plan appropriate resourcing to respond to future community needs. The strategy contains the following actions that specifically support employment for people with a disability and youth:

- Implement strategies to support the attraction and retention of youth to assist in effective succession planning
- Provide work experience for students to highlight potential career opportunities at Council to enhance our capacity to grow our own talent
- Central Coast Council offers a trainee program including apprentices, graduates and other students to build talent pools in skill shortage areas
- A project is implemented to design and develop a youth employment strategy for Central Coast Council

The above inclusions in the strategy are supplemented by related priorities within the draft Delivery and Operational Plan for Council for 2018/19, which are as follows:

- Ensure Council is adequately resourced to deliver against the Community Strategic Plan
- Increase inclusivity of the workplace and recruitment processes for people with disabilities.
- Provide inclusive volunteer, work experience and paid work opportunities for people with disabilities

In addition, as part of the Disability Inclusion Action Plan, (DIAP) Council has implemented a number of actions specifically related to employment, including:

- The inclusion of awareness training as part of the corporate induction
- The inclusion of an accessibility statement in all job adverts
- Additional support is now offered through National Relay Service to support applicants who may be deaf, hearing or speech impaired
- Additional support is also available for applicants when attending interview as per their specific requirements.
- Confirmation that Council's online recruitment systems meet the Web Content Accessibility Guidelines

As of 29 June 2018, the workforce composition for the Central Coast Council, including vacancies, is as follows:

Full-time	2,102
Part-time	184.7
Total	2,286.7

* There is an additional 443 casuals employed (head count).

The number of apprentices, trainees, interns and scholarship students within this workforce headcount is detailed below.

Apprentices	31
Trainees	14
Interns	12
Scholarship	4

As part of the onboarding process, new employees are encouraged to identify should they have a disability, however this information is rarely forthcoming and no reportable data is available within the Human Capital Management (HCM) system. However, due to other initiatives Council is aware of a number of employees with a disability.

The DIAP indicates that 56 employees self-identified as having a disability in November 2016. Additionally, the DIAP states we have employees with mental health disorders or psychosocial disabilities (34%), chronic health conditions (24.5%), physical, sensory, learning and neurological disabilities, and autism spectrum disorder (DIAP, p. 23).

Following the resolution of the 9 December 2015 meeting, the approach to apprentices has been monitored. With the commencement of new CEO, Gary Murphy there is an opportunity to now complete the review and report back to Council accordingly.

Link to Community Strategic Plan

Theme 1: Belonging

Goal A: Our community spirit is our strength

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

Attachments

Nil.



Item No: 5.2
Title: Activities of the Development Assessment and Environment and Certification Units - April to June 2018 Quarter 4
Department: Environment and Planning

27 August 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-03 - D13288315

Author: Michelle Ritchie, Section Manager Business Performance and Integration

Manager: Jamie Loader, Unit Manager, Development Assessment

Executive: Scott Cox, Director, Environment and Planning

Report Purpose

This report includes information and statistics regarding the operations of the Development Assessment and Environment and Certification Units which covers the submission and determination of development, construction and subdivision applications. This report provides a summary of applications for the April to June 2018 quarter.

Recommendation

That Council receive the report on Activities of the Development Assessment and Environment and Certification Units - April to June 2018 Quarter 4.

Background

As the Central Coast community continues to grow, Council is committed to assessing development applications, which respond to the need to providing for a variety of housing choice to suit the needs and lifestyles of the community, support local jobs and services while appreciating and protecting our environmental assets.

The Central Coast Regional Plan (CCRP) provides that the population of the Central Coast will increase by approximately 75,500 people (to 415,050) by 2036. Resultantly there is an increased need for local housing and employment options. The CCRP establishes that the region is expected to have 36,350 more households, requiring 41,500 new homes by 2036. This is the equivalent of approximately 2075 homes per year for the 20 year life of the plan.

5.2 Activities of the Development Assessment and Environment and Certification Units - April to June 2018 Quarter 4 (contd)

Housing Target Progress

While the delivery and completion of housing is driven by the property market and the development industry, Council approvals are a barometer of housing demand. The annual target set by the CCRP is currently 2075 dwellings per year.

Since the commencement of the CCRP in 2016, 7179 additional dwellings have been approved, some 1992 more than the CCRP target of 5,187. Since 2016, 3,047 additional residential lots, dual occupancies and secondary dwellings were completed (lots created or occupation certificates issued). This is less than the 5,187 target set by the CCRP.

Housing approvals

During the April to June 2018 quarter, **883** development applications were determined. Of these, **864** were approved and approved the creation of:

- **353** additional residential lots
- **492** dwellings (including secondary dwellings, detached dwellings, dual-occupancies, multi-dwelling housing and units within residential flat buildings).

Development Applications Determined (April – June, 2018)

Type:	Number Determined	Number Approved	Estimated Value of <u>Approved</u> Development \$
Residential – Alterations and Additions, Single new dwelling, Residential Other	508	503	\$94,931,712
Residential – Dual Occupancy, Medium density, Multi-Unit, Seniors Living	96	93	\$82,347,943
Commercial / Retail / Office / Tourist/Community	38	33	\$9,660,219
Industrial and Infrastructure	18	18	\$45,189,271
Subdivision only	23	21	\$300,000
Other	44	41	\$1,616,622
Section 4.55	153	152	\$6,438,427
Mixed	3	3	\$896,780
Total	883	864	\$241,380,974

5.2 Activities of the Development Assessment and Environment and Certification Units - April to June 2018 Quarter 4 (contd)

Net Median Turnaround Times

The net median turnaround time for development applications determined within the Development Assessment Unit during the April to June 2018 quarter was 42 calendar days. The net median turnaround time for Section 4.55 applications was 30 calendar days.

The net median turnaround time for development applications determined within the Environment and Certification Unit during the April to June 2018 quarter was 24 calendar days. The net median turnaround time for Section 4.55 applications was 21.5 calendar days.

The net median turnaround time for all development applications (including Section 4.55 applications) determined by the Development Assessment Unit and the Environment and Certification Unit during the April to June 2018 quarter was 26 calendar days.

Subdivision Lots Released

Type	Number of Lots Released
Commercial/Industrial	4
Residential	353
Boundary realignments/consolidations	5
Total	362

Other Approvals and Certificates

Type	Number Determined	Number Approved
Section 149D Certificates (Building Certificates)	72	67
Construction Certificates issued by Council	196	196
Complying Development Certificates issued by Council	48	47

Variations to Development Standards

Each quarter all Councils are required to report to the Department of Planning and Environment the development applications that have been granted consent involving variation to relevant development standards.

Gosford Local Environmental Plan 2014 (GLEP) and *Wyong Local Environmental Plan 2013 (WLEP)* permit variations to some development standards, as long as the development is considered to meet the following objectives:

- (a) To provide an appropriate degree of flexibility in applying certain development standards to particular development.

5.2 Activities of the Development Assessment and Environment and Certification Units - April to June 2018 Quarter 4 (contd)

- (b) To achieve better outcomes for and from development by allowing flexibility in particular circumstances.

In each case, the relevant development application must also address the objectives of the development standard being varied.

State Environmental Planning Policy No 1 (SEPP 1) also permits variations to the development standards within *Interim Development Order Number 122* (IDO122), which applies to some land within the former Gosford local government area.

Council requires that a written request to vary a development standard be considered in each case, which must address the following matters:

- Why compliance with the development standard is unreasonable or unnecessary in the circumstances of the case, and
- That there are sufficient environmental planning grounds to justify contravening the development standard.

A review of Council records has identified that consent was granted to 21 development applications from 1 April 2018 to 30 June 2018 that included a variation to a development standard within WLEP, GLEP or IDO122. A copy of the variation to development standard register for the April to June 2018 quarter is attached.

Theme 4: Responsible

Goal I: Balanced and sustainable development

I3: Ensure land use planning and development is sustainable and environmentally sound and considers the importance of local habitat, green corridors, energy efficiency and stormwater management.

Attachments

- | | |
|---|-----------|
| 1 CCC - SEPP or Clause 4.6 Development Variations April to June 2018 - 27 August Council meeting | D13299730 |
|---|-----------|

Council DA reference no	Lot no	DP No	Street no	Street name	Suburb/Town	Postcode	Category of development	Environmental planning instrument	Zoning	Development standard to be varied	Justification of variation	Extent of variation	Concurring authority	Date DA determined dd/mm/yyyy
011.2016.00050731.001	LOT: 1 DP: 259824	259824	91	Karalta RD	ERINA	2250	Residential - New multi unit	GLEP 2014	R1 General Residential	4.3 Height of buildings	The slope of land means it would be difficult to meet the standard and there will be no adverse impact on amenity of neighbours further to those experienced by a height compliant development.	Height - 10% or 1.1m	COUNCIL	23/04/2018
011.2016.00050740.001	LOT: 2 DP: 259824	259824	89	Karalta RD	ERINA	2250	Residential - New multi unit	GLEP 2014	R1 General Residential	4.3 Height of buildings	Building Height The building is well articulated and uses vertical and horizontal elements to disguise visual bulk and scale. Variation in materials further disguises scale and provides visual interest. Streetscape is enhanced by living areas and balconies facing Karalta Road and the new internal public road. The 10% variation in height is considered acceptable on this occasion. Floor Space Ratio The addition floor space proposed represents a variation of 9.7%. In this instance, no objection is made in that the intensity of the land use and associated building density and	Height - 10% or 1.1m, FSR - 9.7% or 0.072:1	COUNCIL	29/06/2018
011.2017.00052613.001	LOT: 6 DP: 1136135	1136135	7	Sailfind PL	SOMERSBY	2250	Commercial / retail / office	GLEP 2014	B5 Business Development	4.3 Height of buildings	Topography of the site. The adjoining land will not be affected by the variation to this standard.	Height - 9.1%	COUNCIL	17/04/2018
011.2017.00052857.001	LOT: 1 DP: 545263	545263	733	Pacific HY	NARARA	2250	Subdivision Only	GLEP 2014	R2 Low Density Residential	4.1 Minimum Subdivision Lot Size	Variation relates to the minimum allotment size for subdivision. Variation is considered minor in numerical terms and still enables the proposal to be consistent with the zone objectives. Variation will have no adverse impact on the amenity of the immediate locality. Variation is consistent with the objects of the Environmental Planning & Assessment Act 1979, and provides for the development of the land in an orderly and economic manner.	Minimum Lot Size - 8 %	DOP	18/05/2018
011.2017.00052864.001	LOT: 46 DP: 6390	6390	25	Fishermans PDE	DALEYS POINT	2257	Residential - Single new dwelling	GLEP 2014	R2 Low Density Residential	4.4 Floor Space Ratio (FSR)	Steeply sloping nature of the site and proposed height being compatible with similar development in proximity to the site and additional height for lift overrun facilitates improved access to all levels of the proposed dwelling thereby providing improved amenity to occupants without detrimentally impacting adjoining allotments in terms of view loss/privacy impact; and the additional height does not cause detrimental impact to any adjoining allotment in terms of solar access.	FSR - 17%	COUNCIL	24/05/2018
011.2017.00053328.001	LOT: 916 DP: 30925	30925	99	Del Monte PL	COPACABANA	2251	Residential - Alterations & Additions	GLEP 2014	R2 Low Density Residential	4.3 Height of buildings	The proposed height variation is in relation to the new roof structure over the main residence and roof to the rear decking of an existing dwelling. The site has a steep gradient, falling away from the road. The rear portion of the dwelling is elevated, due to the steep gradient and the two roof components are above the height control. In terms of streetscape, character of the area and impacts on occupants of neighbouring dwelling, the proposal will not impact on these matters and is therefore supported.	Height - 28.2%	COUNCIL	18/06/2018
011.2018.00053628.001	LOT: 10 DP: 11007	11007	15	Priestman AVE	UMINA BEACH	2257	Residential - New multi unit	GLEP 2014	R1 General Residential	4.1B Minimum lot size for a residential flat building	The variation is minor, and has no significant impact on the character of the area, or on the adjoining developments/sites.	Minimum Lot Size - 4.7% or 30m2	COUNCIL	04/04/2018

Council DA reference no	Lot no	DP No	Street no	Street name	Suburb/Town	Postcode	Category of development	Environmental planning instrument	Zoning	Development standard to be varied	Justification of variation	Extent of variation	Concurring authority	Date DA determined dd/mm/yyyy
011.2018.00053775.001	LOT: 38 DP: 12020	12020	47	Havenview RD	TERRIGAL	2260	Residential - New second occupancy	GLEP 2014	R1 General Residential	4.4 Floor Space Ratio (FSR)	The proposed variation to the development standard is in this instance considered to be minor. The 1.02% non compliance translates to an area of 6m2 which is not considered to impact upon the amenity of the subject site nor the surrounding developments. There is a substantial slope across the site from the Havenview Rd frontage towards the rear of the site. The proposal has been designed to step down the site to reduce cut and fill. With this has come a minor increase in gross floor area allowing for the dwellings to work across varying levels.	FSR - 1.02% or 6m2	COUNCIL	17/05/2018
011.2018.00053795.001	Lot: G DP: 4961	4961	65	Wagstaffe AVE	WAGSTAFFE	2257	Residential - Alterations & Additions	GLEP 2014	R2 LOW DENSITY RESIDENTIAL	4.4 Floor Space Ratio (FSR)	Site constraints (lot width and size)	FSR - 1.6%	COUNCIL	13/04/2018
011.2018.00053849.001	LOT: 794 DP: 30237	30237	89	Oceano ST	COPACABANA	2251	Residential - Single new dwelling	GLEP 2014	R2 LOW DENSITY RESIDENTIAL	4.3 Height of buildings	Steepness of site means it would be difficult to meet standard and there is minimal impact on the amenity of neighbouring occupants or the character of the streetscape.	Height - 9.4%	COUNCIL	23/05/2018
011.2018.00053890.001	LOT: 110 DP: 270857	270857	16	Sumner CCT	TERRIGAL	2260	Residential - Single new dwelling	GLEP 2014	R2 LOW DENSITY RESIDENTIAL	4.3 Height of buildings	Slope of land and developer controls relating to required roof pitch. Driveway access design and excessive earthworks.	Height - 9.6% or 0.82m	COUNCIL	05/04/2018
011.2018.00053902.001	LOT: 1 DP: 1178821	1178821	332	Ocean View RD	ETTALONG BEACH	2257	Residential - New second occupancy	GLEP 2014	R1 General Residential	4.3 Height of buildings 4.4 Floor Space Ratio (FSR)	Clause 4.3- Height of Buildings The area of non - compliance is limited to a small area and contains only the lift shaft and stairs for access to the roof terrace. There will be no additional overshadowing or impacts upon the neighbouring properties or public reserve. The numerical variation to the development standard is minor. Clause 4.4 - Floor Space Ratio Notwithstanding the variation, the proposed development maintains ample setbacks, landscaping, solar access and private open space. There are no impacts upon the amenity of the neighbouring properties nor the adjoining public reserve The variation to the development standard for Floor Space Ratio does not result in an over development of the site.	Height - 3.5% or 0.3m, FSR - 9.8% or 0.049:1	COUNCIL	15/06/2018
011.2018.00053953.001	LOT: 14 DP: 23595	23595	23	View PDE	SARATOGA	2251	Residential - Alterations & Additions	GLEP 2014	R2 Low Density Residential	4.4 Floor Space Ratio (FSR)	A small lot area with a site slope allows a reasonable size house but not the lot size alone thus needs to be varied to allow reasonable economic development of the site.	FSR - 3.2%	COUNCIL	06/04/2018
011.2018.00054003.001	LOT: 104 DP: 270857	270857	2	Sumner CCT	TERRIGAL	2260	Residential - Single new dwelling	GLEP 2014	R2 Low Density Residential	4.3 Height of buildings	Slope of land and developer controls relating to required roof pitch. Driveway access design and excessive earthworks.	Height - 8.24% or 0.7m	COUNCIL	11/04/2018
011.2018.00054011.001	LOT 106 DP 270857	270857	8	Sumner CCT	TERRIGAL	2260	Residential - Single new dwelling	GLEP 2014	R2 Low Density Residential	4.3 Height of buildings	The slope of land means it would be difficult to meet standard and there will be no impact on amenity of neighbours	Height - 9.5%	COUNCIL	03/05/2018
011.2018.00054075.001	LOT 117 DP:270857	270857	30	Sumner CCT	TERRIGAL	2260	Residential - Single new dwelling	GLEP 2014	R2 Low Density Residential	4.3 Height of buildings	The slope of land means it would be difficult to meet standard and there will be no impact on amenity of neighbours	Height - 7.6%	COUNCIL	10/05/2018
011.2018.00054084.001	LOT 15 DP 222552	222552	16	Elvys AVE	YATTALUNGA	2251	Residential - Single new dwelling	GLEP 2014	R2 Low Density Residential	4.3 Height of buildings	The slope of the land there is no impact to neighbours.	Height - 6%	COUNCIL	16/05/2018
011.2018.00054120.001	LOT 544 DP 29470	29470	93	Del Mar DR	COPACABANA	2251	Residential - Single new dwelling	GLEP 2014	R2 Low Density Residential	4.3 Height of buildings	Slope of land results in a difficulty to meeting maximum height control with minimal impact on occupants of neighbouring properties.	Height - 10%	COUNCIL	27/06/2018
011.2018.00054287.001	LOT 74 DP 270857	270857	39	Reginald DR	TERRIGAL	2260	Residential - Single new dwelling	GLEP 2014	R2 Low Density Residential	4.3 Height of buildings	Small encroachment consisting of eaves and roof vent. No impact on adjoining properties or the streetscape	Height - 2.9%	COUNCIL	25/05/2018
011.2018.00054292.001	LOT 43 DP 1240791	1240791	20	Guss Cannon CL	GREEN POINT	2251	Residential - Single new dwelling	GLEP 2014	R2 Low Density Residential	4.3 Height of buildings 4.4 Floor Space Ratio (FSR)	Insignificant departure from the height provisions.	Height - 8.8%	COUNCIL	23/05/2018
DA/1283/2016	LOT 1 to 8 DP29025 LOT 39 DP 8320	29025 8320	149- 157	Main Road	TOUKLEY	2263	Residential - Seniors Living	WLEP 2013	R3 Medium Density Residential	4.3 Height of buildings 4.4 Floor Space Ratio (FSR)		Height - 11.5% or 1.38m. FSR - 21.6% or 921.8m².	JRPP	4/05/2018



Item No: 5.3
Title: Investment Report for July 2018
Department: Finance and Information

27 August 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-03 - D13297313
Author: Devini Susindran, Financial Accountant Treasury and Taxation
Manager: Carlton Oldfield, Unit Manager, Financial Services
Executive: Brian Glendenning, Executive Manager, Governance

Report Purpose

To present the monthly report on the investment portfolio as required in accordance with cl. 212 of the *Local Government (General) Regulation 2005*.

Summary

This report details Council's investments as at 31 July 2018.

Recommendation

That Council receive the Investment Report for July 2018.

Background

Council's investments are made in accordance with the *Local Government Act 1993*, *Local Government (General) Regulation 2005*, the investment policy adopted at the Ordinary Council Meeting on 27 November 2017, Ministerial Investment Order issued February 2011 and Division of Local Government (as it was then known) Investment Policy Guidelines published in May 2010.

Current Status

Council's current cash and investment portfolio totals \$448.76 million at 31 July 2018.

Source of Funds	Value (\$'000)
Investment Portfolio	\$445,259
Transactional accounts (per bank statements) and cash in hand	\$3,504
Total	\$448,763

This investment report will focus on the investment portfolio of \$445.26 million.

Cash flows are managed primarily through term deposit and floating rate note maturities, with a net outflow of \$22.0 million in July 2018. The outflow in July relates to year end supplier payments processed from June.

Total net return on the portfolio for Council, in July was \$1.0m, comprising entirely of interest earnings. The total value of the Council's investment portfolio as at 31 July 2018 is outlined in Table 1 below.

Table 1 – Portfolio movement

Description	2017-18 Financial Year \$'000	July 2018 \$'000
Opening Balance	409,890	467,254
Movement for the period	57,364	(21,995)
Closing Balance	467,254	445,259
Interest earnings	11,625	957

Council's investments are evaluated and monitored against a benchmark appropriate to the risk (Standard and Poor's BBB long term or above) and time horizon of the investment concerned. Council's investment portfolio includes rolling maturity dates to ensure that Council has sufficient funds at all times to meet its obligations. A summary of the term deposit and floating rate notes maturities are listed in Table 2 below.

Table 2 - Investment Maturities

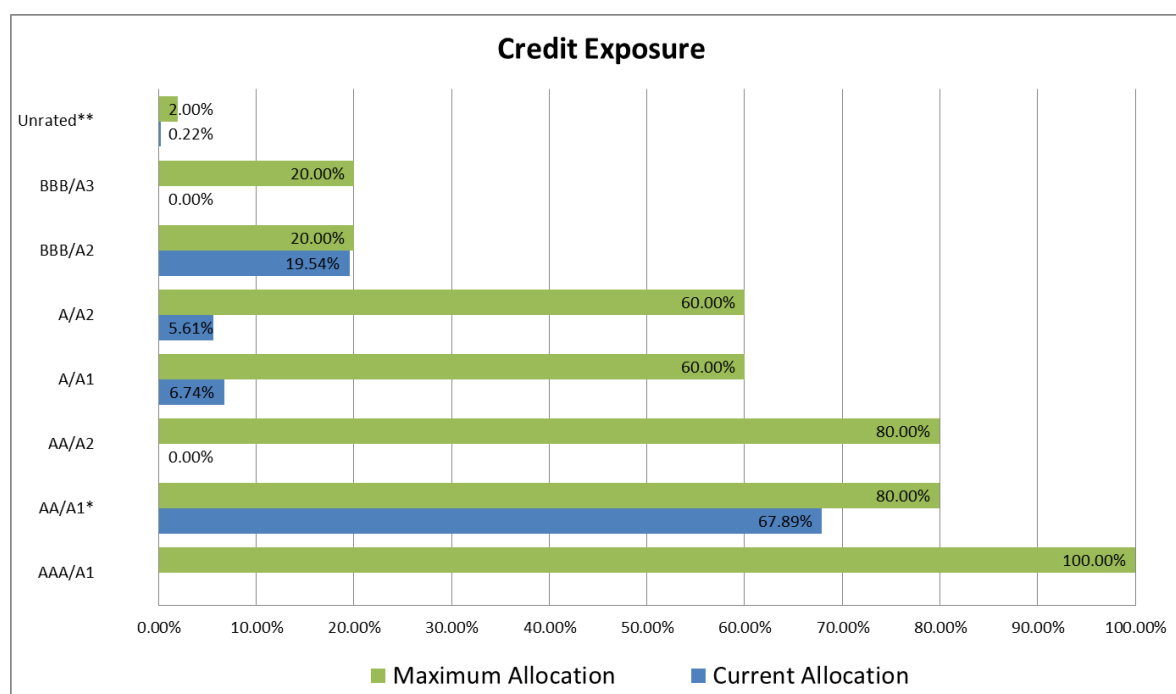
Time Horizon	Percentage Holdings	Maturity on or before	Value \$'000
At Call	2.93%	Immediate	13,056
Investments			
0 - 3 months	16.62%	Oct-2018	74,000
4 - 6 months	13.03%	Jan-2019	58,000
7 - 12 months	33.06%	Jul-2019	147,203
1 - 2 years	18.87%	Jul-2020	84,000
2 - 3 years	11.00%	Jul-2021	49,000
3 - 4 years	2.25%	Jul-2022	10,000
4 - 5 years	2.25%	Jul-2023	10,000
Total Investments	97.07%		432,203
Total Portfolio	100.00%		445,259

The investment portfolio is concentrated in A1/AA (67.89%) and A2/BBB (19.54%). The investments in A1/AA are of a higher credit rating and A2/BBB represented the best returns at the time of investment within Policy guidelines. Financial institutions issuing fixed income investments and bonds are considered investment grade (IG) if its credit rating is BBB or higher by Standard and Poor (S&P).

Council will continue to monitor the portfolio and manage investments taking into consideration credit ratings of financial institutions, interest rates offered for the maturity dates required and the amount of our investment portfolio already held with each financial institution.

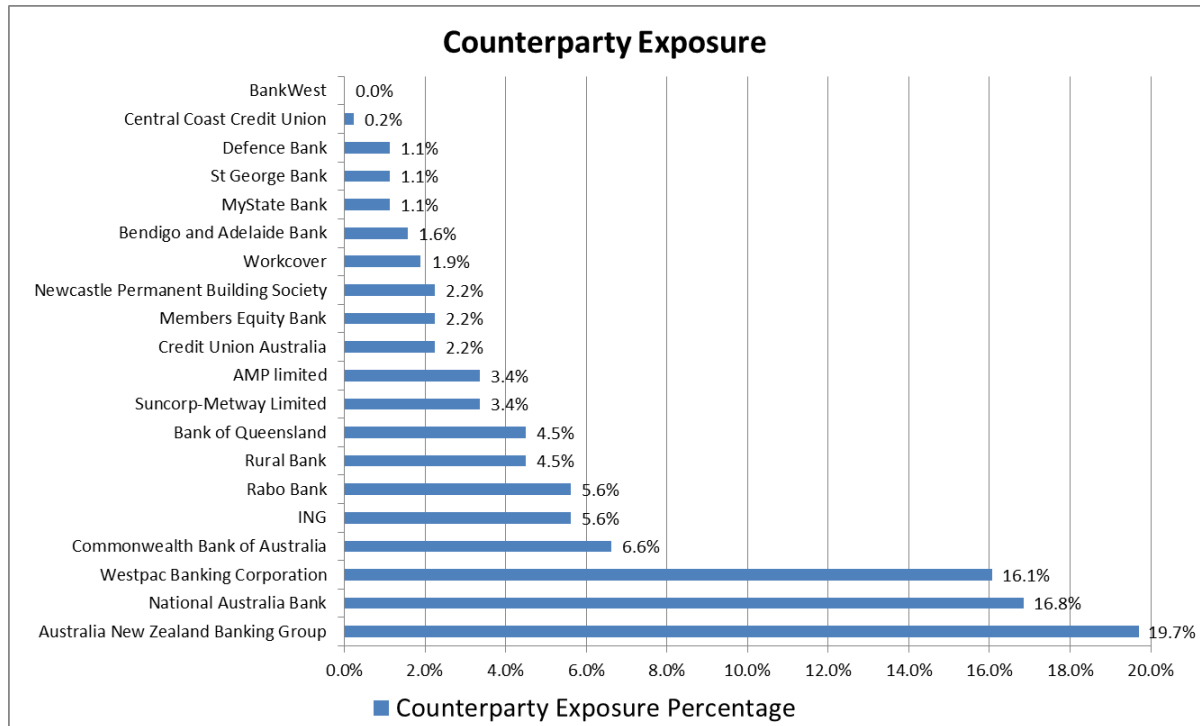
The current spread of investments is listed in Graph 1 and counter party credit exposure is listed in Graph 2.

Graph 1 – Credit Exposure

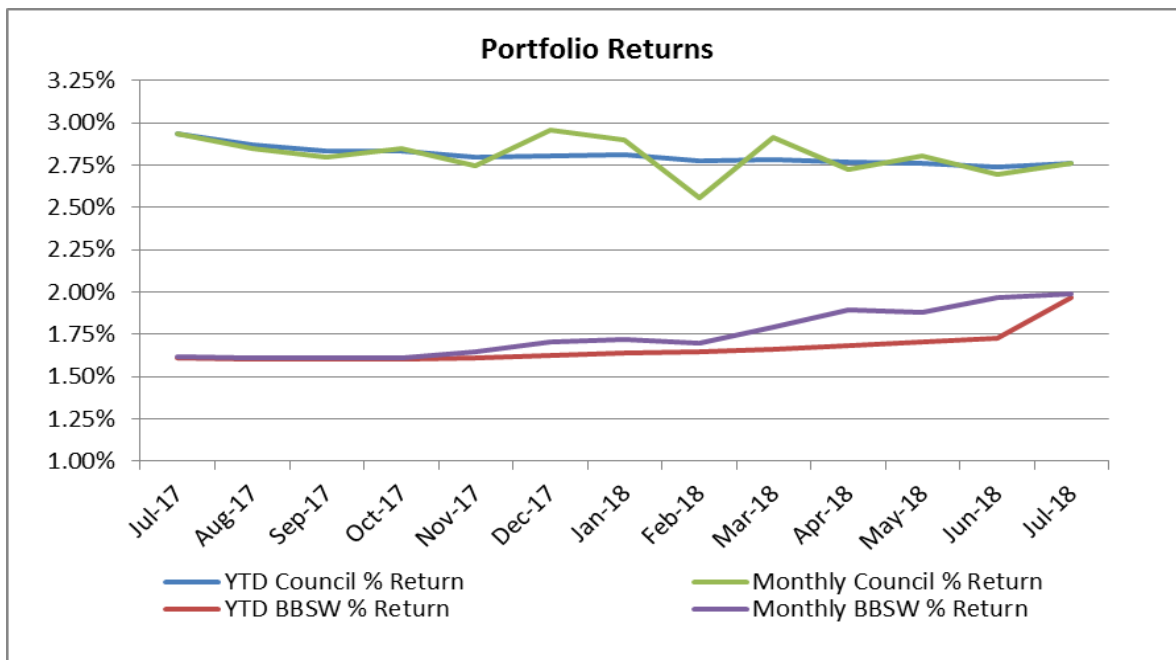


* **AA/A1:** Council has provided security for self-insurance by way of a term deposit invested in an ADI (with a short term S & P rating of A1) through State Insurance Regulatory Authority (formerly WorkCover NSW). This security has been included as part of Council's investment portfolio. Council regularly conducts a review to identify the optimal security providing Council with the best return possible.

** **Unrated:** Unrated investment comprises of a term deposit with Central Coast Credit Union

Graph 2 - Counter party credit exposure**Portfolio Return**

Interest rates on investments in the month, ranged from 2.40% to 4.87%, all of which exceeded the annualised monthly Bank Bill Swap Rate (BBSW) benchmark of 1.99%. The annualised financial year to date return for July of 2.76% for Central Coast Council is favourable compared to benchmark bank bill swap (BBSW) *financial year to date* Bank Bill Index of 1.97% as shown in Graph 3 - Portfolio returns.

Graph 3 – Portfolio Returns**Council's portfolio by Source of Funds**

Council is required to restrict funds received for specific purposes. Restricted funds consist of funds in the investment portfolio and in transactional accounts as follows:

Source of Funds	Value (\$'000)
Investment Portfolio	\$445,259
Transactional accounts	\$3,504
Total	\$448,763
Restricted Funds	\$358,326
Unrestricted Funds	\$90,437

Attachment 2 details the restrictions for Council by fund as at 31 May 2018. The restrictions for July 2018 will be finalised after completion of the financial statements for the year ended 30 June 2018.

Link to Community Strategic Plan

Theme 4: Responsible

Goal G: Good governance and great partnerships

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

Attachments

- | | | |
|----------|--|-----------|
| 1 | Summary of Investments by Type at 31 July 2018 | D13305786 |
| 2 | Summary of Restrictions by Fund at 31 May 2018 | D13253035 |

Central Coast Council Summary of Investments as at 31-July-2018							
Financial Institution	Type of Investment	Short Term Rating	Long Term Rating	Maturity Date	Portfolio Balance as at 31 July 2018 \$	As a % of the total Portfolio	Interest Rate %
CASH AT CALL:							
Westpac Banking Corporation	Corporate Investment Account	A1	AA	Daily	8,554,793	1.92%	1.60
Workcover	At Call Deposit	A1	AA	Daily	-	0.00%	1.60
Bankwest	At Call Deposit	A1	AA	Daily	1,552	0.00%	1.75
Commonwealth Bank of Australia	Business On-line Saver	A1	AA	Daily	4,500,000	1.01%	1.20
Total Cash At Call					13,056,345	2.93%	
TERM DEPOSITS, FLOATING RATE NOTES & BONDS:							
National Australia Bank	Term Deposit	A1	AA	01-Aug-2018	5,000,000	1.12%	2.58
National Australia Bank	Term Deposit	A1	AA	07-Aug-2018	5,000,000	1.12%	2.58
Commonwealth Bank of Australia	Term Deposit	A1	AA	14-Aug-2018	5,000,000	1.12%	2.62
Commonwealth Bank of Australia	Term Deposit	A1	AA	21-Aug-2018	5,000,000	1.12%	2.64
Commonwealth Bank of Australia	Term Deposit	A1	AA	04-Sep-2018	5,000,000	1.12%	2.64
Commonwealth Bank of Australia	Term Deposit	A1	AA	11-Sep-2018	5,000,000	1.12%	2.66
ING	Term Deposit	A2	A	18-Sep-2018	5,000,000	1.12%	2.68
ING	Term Deposit	A2	A	25-Sep-2018	5,000,000	1.12%	2.69
Westpac Banking Corporation	Term Deposit	A1	AA	25-Sep-2018	4,000,000	0.90%	3.10
National Australia Bank	Term Deposit	A1	AA	02-Oct-2018	5,000,000	1.12%	2.50
National Australia Bank	Term Deposit	A1	AA	09-Oct-2018	5,000,000	1.12%	2.50
Suncorp-Metway Limited	Term Deposit	A1	A	16-Oct-2018	5,000,000	1.12%	2.50
National Australia Bank	Term Deposit	A1	AA	23-Oct-2018	5,000,000	1.12%	2.50
Suncorp-Metway Limited	Term Deposit	A1	A	30-Oct-2018	5,000,000	1.12%	2.50
Australia New Zealand Banking Group	Term Deposit	A1	AA	30-Oct-2018	5,000,000	1.12%	4.87
St George Bank	Term Deposit	A1	AA	04-Nov-2018	5,000,000	1.12%	3.00
Commonwealth Bank of Australia	Term Deposit	A1	AA	06-Nov-2018	5,000,000	1.12%	2.50
Westpac Banking Corporation	Term Deposit	A1	AA	13-Nov-2018	5,000,000	1.12%	2.52
Bendigo and Adelaide Bank	Floating Rate Note	A2	BBB	14-Nov-2018	3,000,000	0.67%	BBSW + 1.27%
Westpac Banking Corporation	Term Deposit	A1	AA	20-Nov-2018	5,000,000	1.12%	2.55
Bank of Queensland	Term Deposit	A2	BBB	22-Nov-2018	5,000,000	1.12%	2.90
Westpac Banking Corporation	Term Deposit	A1	AA	05-Dec-2018	10,000,000	2.25%	2.58
National Australia Bank	Term Deposit	A1	AA	03-Jan-2019	10,000,000	2.25%	2.52
Australia New Zealand Banking Group	Term Deposit	A1	AA	29-Jan-2019	10,000,000	2.25%	2.55
Central Coast Credit Union	Term Deposit	Unrated	Unrated	16-Feb-2019	1,000,000	0.22%	2.75
Westpac Banking Corporation	Floating Rate Note	A1	AA	25-Feb-2019	5,000,000	1.12%	BBSW + 0.94%
Australia New Zealand Banking Group	Term Deposit	A1	AA	06-Mar-2019	10,000,000	2.25%	2.75
Australia New Zealand Banking Group	Term Deposit	A1	AA	20-Mar-2019	10,000,000	2.25%	2.40
National Australia Bank	Term Deposit	A1	AA	03-Apr-2019	10,000,000	2.25%	3.10
Australia New Zealand Banking Group	Term Deposit	A1	AA	17-Apr-2019	10,000,000	2.25%	2.69
Workcover	Term Deposit	A1	AA	18-Apr-2019	8,453,000	1.90%	2.72
Australia New Zealand Banking Group	Term Deposit	A1	AA	02-May-2019	10,000,000	2.25%	2.70
Australia New Zealand Banking Group	Term Deposit	A1	AA	15-May-2019	10,000,000	2.25%	2.70
Bank of Queensland	Term Deposit	A2	BBB	27-May-2019	10,000,000	2.25%	2.75
AMP Limited	Term Deposit	A1	A	04-Jun-2019	5,000,000	1.12%	2.85
Defence Bank	Term Deposit	A2	BBB	04-Jun-2019	5,000,000	1.12%	2.86
AMP Limited	Floating Rate Note	A1	A	11-Jun-2019	5,000,000	1.12%	BBSW + 1.10%
AMP Limited	Term Deposit	A1	A	18-Jun-2019	5,000,000	1.12%	2.90
ING	Term Deposit	A2	A	18-Jun-2019	5,000,000	1.12%	2.70
Bank of Queensland	Term Deposit	A2	BBB	24-Jun-2019	5,000,000	1.12%	2.75
National Australia Bank	Term Deposit	A1	AA	28-Jun-2019	10,000,000	2.25%	2.80
Credit Union Australia	Term Deposit	A2	BBB	03-Jul-2019	10,000,000	2.25%	2.82
Rural Bank	Term Deposit	A2	BBB	09-Jul-2019	10,000,000	2.25%	2.85
Australia New Zealand Banking Group	Floating Rate Note	A1	AA	25-Jul-2019	2,750,000	0.62%	BBSW + 0.82%
Rural Bank	Term Deposit	A2	BBB	06-Aug-2019	10,000,000	2.25%	2.85

Central Coast Council Summary of Investments as at 31-July-2018							
Financial Institution	Type of Investment	Short Term Rating	Long Term Rating	Maturity Date	Portfolio Balance as at 31 July 2018 \$	As a % of the total Portfolio	Interest Rate %
National Australia Bank	Term Deposit	A1	AA	19-Aug-2019	10,000,000	2.25%	2.80
MyState Bank	Term Deposit	A2	BBB	03-Sep-2019	5,000,000	1.12%	2.85
National Australia Bank	Term Deposit	A1	AA	03-Sep-2019	5,000,000	1.12%	2.80
Westpac Banking Corporation	Term Deposit	A1	AA	24-Sep-2019	4,000,000	0.90%	3.20
Australia New Zealand Banking Group	Term Deposit	A1	AA	15-Oct-2019	10,000,000	2.25%	2.77
Australia New Zealand Banking Group	Term Deposit	A1	AA	12-Nov-2019	10,000,000	2.25%	2.78
ING	Term Deposit	A2	A	13-Dec-2019	5,000,000	1.12%	2.83
ING	Term Deposit	A2	A	26-Feb-2020	5,000,000	1.12%	2.75
Westpac Banking Corporation	Term Deposit	A1	AA	17-Mar-2020	10,000,000	2.25%	3.10
Members Equity Bank	Floating Rate Note	A2	BBB	05-Apr-2020	10,000,000	2.25%	3.05
Bendigo and Adelaide Bank	Floating Rate Note	A2	BBB	18-Aug-2020	4,000,000	0.90%	BBSW +1.10%
Rabo Bank	Term Deposit	A1	AA	07-Sep-2020	5,000,000	1.12%	3.50
Suncorp-Metway Limited	Floating Rate Note	A1	A	20-Oct-2020	4,500,000	1.01%	BBSW +1.25%
Suncorp-Metway Limited	Floating Rate Note	A1	A	20-Oct-2020	500,000	0.11%	BBSW +1.25%
National Australia Bank	Term Deposit	A1	AA	10-Dec-2020	5,000,000	1.12%	2.80
Westpac Banking Corporation	Term Deposit	A1	AA	10-Dec-2020	10,000,000	2.25%	2.90
Westpac Banking Corporation	Term Deposit	A1	AA	21-Jun-2021	10,000,000	2.25%	3.06
Rabo Bank	Term Deposit	A1	AA	05-Jul-2021	10,000,000	2.25%	2.92
Newcastle Permanent Building Society	Floating Rate Note	A2	BBB	24-Jan-2022	10,000,000	2.25%	BBSW + 1.65%
Rabo Bank	Term Deposit	A1	AA	12-Dec-2022	10,000,000	2.25%	3.18
Total Term Deposit & Bonds:					432,203,000	97.07%	
TOTAL PORTFOLIO					445,259,345	100.00%	
Current					292,259,345	65.64%	
Non-Current					153,000,000	34.36%	
TOTAL PORTFOLIO					445,259,345	100.00%	

Central Coast Council

Summary of Restrictions 31-May-2018

Fund	Source of Funds	Principal Amount
		\$'000
GENERAL FUND	Loans	4,426
	Unexpended grants	15,143
	Contributions to works	5,799
	Developer Contributions	70,346
	Developer Contributions (VPA)	2,449
	Developer Contributions (Bonus Provisions)	4,821
	RMS Advances	13
	Self Insurance	8,019
	Stormwater Levy	3,636
	Waste Management (Tip Rehabilitation)	20,158
	Unexpended Contributions	0
	Other Crown Land	1,444
	Holiday Park Surplus	7,335
	Cemeteries Surplus	662
	Internal commitments	80,031
	TOTAL GENERAL FUND RESTRICTIONS	224,282
DRAINAGE FUND	Developer Contributions	26,818
	Contributions to works	100
	Internal commitments	484
	TOTAL SEWER FUND RESTRICTIONS	27,402
SEWER FUND	Developer Contributions	16,919
	Developer Contributions (VPA)	381
	Developer Contributions (Prepaid)	1,087
	Contributions to works	366
	Loans	706
	Self Insurance	285
	Internal commitments	919
	TOTAL SEWER FUND RESTRICTIONS	20,664
WATER FUND	Developer Contributions	34,621
	Developer Contributions (VPA)	2,280
	Developer Contributions (Prepaid)	56
	Unexpended grants	2,355
	Self Insurance	338
	Contributions to works	283
	Internal commitments	999
	TOTAL WATER FUND RESTRICTIONS	40,933
DOMESTIC WASTE FUND	Domestic Waste Management	43,455
	Unexpended grants	1,589
	TOTAL WASTE FUND RESTRICTIONS	45,044
	TOTAL RESTRICTED FUNDS	358,326

Item No: 5.4
Title: Response to Notice of Motion - Gwandalan Playgrounc
Department: Environment and Planning



27 August 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-03 - D13303137

Author: Jenny Mewing, Principal Strategic Planner

Manager: Scott Duncan, Section Manager, Land Use and Policy

Executive: Scott Cox, Director, Environment and Planning

Report Purpose

To provide an update to Council in relation to Resolution 606/18 of Council.

Recommendation

That Council receive the report on Response to Notice of Motion - Gwandalan Playground.

Background

At its Ordinary Meeting of 25 June 2018, Council resolved as follows:

606/18 *That Council request that;*

a The Acting Chief Executive Officer investigate the following;

- 1. Options for the provision of a local playground in the vicinity of a recent subdivision near Kanangra Drive, Gwandalan.*
- 2. The balance of Section 94 contributions from the subdivision.*
- 3. Status of works on Tunkawallin Park and opportunities to reallocate funding to the provision of a local park.*
- 4. Options to amend the Section 94 plan to provide opportunities for funding to be allocated to open space.*

b A consultation meeting be held with local residents to discussion options going forward.

c Report to Council at the last Ordinary Council meeting in August, 2018 on A and B above.

d Council review its policies regarding the provision of playgrounds, in particular, recognising the benefits of providing local playgrounds.

607/18 *That staff bring a report back to Council on the history of the changes to the subdivision plan that excluded the original playground*

Following a community meeting held on 9 August 2018, a detailed response to the Notice of Motion will be presented to Council on 24 September 2018, incorporating feedback from that meeting.

Link to Community Strategic Plan

Theme 5: Liveable

Goal L: Healthy lifestyle for a growing community

L4: Provide equitable, affordable, flexible and co-located community facilities based on community needs.

Attachments

Nil

Item No: 6.1
Title: QON - Q14/18 - Development Concerns at Moola Road Buff Point
Department: Environment and Planning

27 August 2018 Ordinary Council Meeting

Trim Reference: DA/614/2016 - D13262606

Author: Tracy Sharp, Senior Development Planner

Manager: Emily Goodworth, Section Manager, Development Assessment

Executive: Scott Cox, Director, Environment and Planning

6.1 QON - Q14/18 - Development Concerns at Moola Road Buff Point

The following question was asked by Councillor Doug Vincent at the Ordinary Meeting of Council 12 March 2018:

Whilst Council was in administration last year a development was passed by the administrator in Moola Road Buff Point for 5 x 3 bedroom houses on one block of land, which attracted a lot of attention from the local community.

The main issues appeared to be:

- 1 *Parking on the street*
- 2 *Drainage and flooding at the end of the road*
- 3 *Bin collections and bin spacing*

During the presentations by the public the administrator indicated the Council would look to address some of the issues raised by residents on the night. Could staff please provide an update on Council's efforts to address the issues raised, particularly regarding the street drainage and signage.

1 Parking on the Street

The approved development complies with the parking requirements of Wyong Development Control Plan 2013 (WDCP 2013) Chapter 2.1 – Dwelling Houses and Ancillary Structures, which requires one space per three bedroom dwelling. All the proposed dwellings are three bedrooms and each proposes a single garage. In addition, three dwellings can achieve tandem car parking in front of the proposed garages.

Moola Road has a road reserve width of approximately 20.5m wide, which is wide enough to cater for parking on both sides and two-way traffic lanes. A search of Council's records has shown there were no reported concerns regarding parking in Moola Road prior to assessment of the development application with a site inspection confirming that on-street parking is currently available. There are currently no parking

restrictions on Moola Road. If parking concerns are raised in the future Council will investigate and take any necessary action.

2 Drainage and flooding at the end of the road

The approved development provides a satisfactory stormwater drainage system comprising rainwater tanks with a capacity of 5,000 litres for each dwelling house for the capturing of roof water as part of their BASIX water commitments and on-site detention.

Flooding and drainage issues raised during assessment of the application and at the time of determination, related to historical issues in Moola Road. Council staff have contacted the speaker who raised the main concern regarding flooding and drainage at the Council meeting in which the development application was determined and was advised by the resident that he had not recently experience any flooding or drainage issues in Moola Road.

Council's Roads, Traffic and Drainage staff have also advised that drainage works carried out in Buff Point Oval and the associated drainage channel have resolved the historic flooding and drainage issues experienced in this area. Furthermore, no complaints have been received by Council in relation to flooding in the Moola Road area since 2011.

In the event that any future concerns are raised by residents in relation to flooding and drainage, Council's Roads, Traffic and Drainage Section will undertake the appropriate investigation.

3 Bin collections and bin spacing

The assessment of the application considered waste servicing for the development and considered the number of bins to be placed on the kerb side. The length of kerb available in front of the subject site for bin collection excluding the driveway is 8m, which is considered adequate to place all 10 bins required for the development.

Attachments

Nil.

Item No: 6.2
Title: QON - Q29/18 - COSS Zoned Land Maintenance
Department: Assets, Infrastructure and Business



27 August 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-03 - D13262234

Author: Luke Sulkowski, Unit Manager, Natural and Environmental Assets

Manager: Brett Sherar, Acting Senior Manager, Property and Asset Management

Executive: Boris Bolgoff, Acting Director, Assets, Infrastructure and Business

6.2 QON - Q29/18 - COSS Zoned Land Maintenance

The following question was asked by Councillor Troy Marquart at the Ordinary Meeting on 23 April 2018:

Request clarification in regards to the current maintenance scope of works Council has tabled in regards to COSS zoned land. What are our maintenance responsibilities on parcels of land zoned COSS? What is the Council's financial spend on the COSS land maintenance annually?

Central Coast Council owns and manages a network of bushland reserves with the primary purpose of conservation of nature including flora, fauna and habitats.

The Coastal Open Space System (COSS) is part of this network of reserves that covers in excess of 6,000 hectares of land across the Central Coast. Maintenance activities undertaken in all of these reserves (regardless of whether they currently have an official classification as COSS under the COSS Strategy) include:

- Bush fire risk management – reserves are managed in accordance with the relevant Bush Fire Risk Management Plan approved by the NSW Bush Fire Coordinating Committee. Bush fire risk management activities typically include hazard reduction burning, fire break establishment and maintenance as well as fire trail establishment and maintenance. Council also supports community education initiatives related to bush fire planning and preparedness on private land across the Central Coast.
- Pest animal control – focusing on reducing the number of foxes present in natural reserves. The European Red-fox is recognised under Commonwealth and NSW legislation as a key threat to native biodiversity. It is also well known as a predator of livestock and domestic poultry. Council engages a qualified and experienced pest animal control contractor to bait for foxes in the larger reserves and to trap foxes in locations where baits cannot be laid. Rabbit eradication programs are also undertaken regularly via baiting and biological control methods.

- Bush regeneration and weeds/pest plant control activities - undertaken in prioritised parts of Council managed natural reserves that:
 - have particularly high conservation value;
 - have priority weeds (formerly identified as noxious weeds under previous legislation);
 - accommodate active community volunteers undertaking conservation and land management activities.
- Encroachment management occurs where the activities of neighboring landholders impact on the reserve. Encroachments include the removal of native vegetation, the building of sheds and other structures, the storage of vehicles, machinery and miscellaneous materials and the fencing of public land for private benefit. Council's encroachment management activities include negotiating issues with other landowners, removing materials, and securing reserves (e.g. via fencing and gates).
- Visitor recreation infrastructure management includes the construction and maintenance of walking trails, picnic areas, lookouts, roads, car parks, associated signage and fencing.

On-ground management of Council's natural reserves is delivered by Council staff, contractors engaged by Council, by community volunteers registered in a Council program such as Landcare, or an organisation such as the Rural Fire Service. Costs are not currently captured discretely for those reserves that were included in the COSS Strategy of the former Gosford City Council. Costs are captured across the program for the natural reserve network as a whole. Staff are currently working toward identification of appropriate natural reserves in Council management for inclusion in an updated COSS/ Biodiversity Strategy. Council's annual maintenance budget on this reserve network is shown below:

Maintenance works	2018/19 budget
Visitor Recreation Infrastructure	\$590,577
Fire breaks	\$831,806*
Environmental and biosecurity weed management	\$201,810
Pest animal management	\$159,937
Landcare	\$942,262
Bush regeneration	\$508,292
TOTAL	\$ 3,234,684

** Likely to increase as Rural Fire Fighting grant funding is allocated to Council throughout the year*

In addition to the above, total logged volunteer hours associated with Council's Landcare Program on Council's natural reserves for 2016/17 (most recent full 12 month set of data) was 25,709.85 hours. The NSW Centre for Volunteering advised in July 2017 that volunteer hours are usually based on the average Australian weekly wage divided by an average 38

hour working week, which provided an hourly rate of \$40 per hour at that time. On this basis, the estimated monetary contribution of volunteers to the Central Coast Landcare program in 2016/17 was \$1,028,394.

Attachments

Nil.



Item No: 6.3
Title: QON - Q43/18 - Fees for Non Profit Organisations
Department: Assets, Infrastructure and Business

27 August 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-03 - D13282706
Author: David Norbury, Unit Manager, Leasing and Asset Management
Manager: Brett Sherar, Acting Senior Manager, Property and Asset Management
Executive: Boris Bolgoff, Acting Director, Assets, Infrastructure and Business

QON - Q43/18 - Fees for Non Profit Organisations

The following question was asked by Councillor Jeff Sundstrom at the Ordinary Meeting on 9 April 2018:

Fees and charges for non-profit organisations using Council facilities. Why are they being charged almost four times more than previously?

Sportsground, Parks and Reserve Fees

In the 2018/19 financial year, these fees have increased from the 2017/18 financial year in line with the Consumer Price Index (CPI) (approximately 2-3%).

Staff met with representatives of the Central Coast Sports Council on Tuesday 17 July 2018 to discuss issues raised at the Ordinary Meeting of Council on 25 June 2018. Issues were discussed in regards to perceived increases fees and charges. There was a level of confusion in regards to the fees and charges alignment from the two former Council's into a combined fee for the entire Central Coast. With many differences between the former Council's it was necessary to combine some or have completely new fees.

In this process there has been no fee increase greater than CPI and any increase in fees levied against any individual club or association would be relative to an increase in usage e.g. three nights training instead of two.

Staff have provided opportunity for any club or association that has an increase in fees, not related to increased usage, to meet. To date, only one club has meet with staff and the outcome was that their fees had not increased.

Leasing and Asset Management

The fees and charges for Council run Community Halls and Centres were subject to a CPI increase (no more than 5%) which was approved by Councillors on Monday 25 June 2018.

The new rates applicable for not for profit groups have increased from \$10 to \$10.50 per hour. Casual rates for not for profit groups however, have actually decreased from \$30 for a large hall and \$20 for a small hall to \$10.50 regardless of the hall size.

A number of Community buildings in the former Gosford Council, such as East Gosford Training Centre, Gosford 50+ Leisure and Learning Centre, Kincumber Neighbourhood Centre, have an individual fee structure. Fees for these facilities have remained the same for the last three years and were recently reduced to a flat rate fee, eg. The Hills Youth Centre Kariong was \$18 per hour during the day and \$22 per hour for evenings, but now has a single rate of \$18 for all bookings.

Attachments

Nil.



Item No: 6.4
Title: QON - Q106/18 - Minutes on Council Website
Department: Governance

27 August 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-03 - D13292815
Author: James Taylor, Section Manager, Governance
Manager: Shane Sullivan, Unit Manager, Governance and Business Services
Executive: Brian Glendenning, Executive Manager, Governance

6.4 QON - Q106/18 - Minutes on Council Website

The following question was asked by Councillor Matthews at the Ordinary Meeting on 9 July 2018:

Can staff please advise why the former Council meeting minutes of former Wyong and Gosford have now been removed from the website?

As Councillors are aware, Council is in the process of developing a new website and this has resulted in a few issues with regard to broken links, however I can confirm the following:

1. The former Gosford City Council Meeting minutes and agendas from 1982 to 2016 are uploaded to the new website. This can be found through [Homepage, Council, Governance and Strategy, Access to Information, Access to Information Documents](#) under the *Council Minutes and Agendas – Former Gosford* tab.
2. The former Wyong Shire Council Meeting minutes and agendas from 2007 to 2016 have also been reloaded to the website and can be found on the link on Council Homepage [View Council meeting documents](#). This is also the location of the current Central Coast Council minutes and agendas.

Moving forward Council Staff will be working on the presentation of the links to the former Councils minutes and agendas and the current Central Coast Council minutes and agendas to make them easy for the public to access and understand.

Attachments

Nil.

Item No: 6.5
Title: QON - Q110/18 - Smoking at Local Skate Parks
Department: Assets, Infrastructure and Business



27 August 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-03 - D13284087

Author: Karen Tucker, Acting Unit Manager, Open Space and Recreation

Manager: Brett Sherar, Acting Senior Manager, Property and Asset Management

Executive: Boris Bolgoff, Acting Director, Assets, Infrastructure and Business

6.5 QON - Q110/18 - Smoking at Local Skate Parks

The following question was asked by Councillor Jilly Pilon at the Ordinary Meeting on 9 July 2018 :

Can you please advise what the policy is for no smoking in local Skate Parks? Is it possible to have a Council sign erected at Banjo's Skate Park and other local Skate Parks stating it's a non-smoking area? There has been a post put on Banjo's Skate Park Facebook site from parents wanting signage there and a ban on smoking.

Under section 632 of the Local Government Act, Council is permitted to regulate activities within Council Parks and Reserves.

A section 632 sign has been installed at all Skate Parks advising no smoking is permitted, including Banjo's Skate Park.

Attachments

Nil.



Item No: 6.6
Title: QON - Q111/18 - Petition for Public Toilets at Oval
Department: Assets, Infrastructure and Business

27 August 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-03 - D13284075
Author: Karen Tucker, Acting Unit Manager, Open Space and Recreation
Manager: Brett Sherar, Acting Senior Manager, Property and Asset Management
Executive: Boris Bolgoff, Acting Director, Assets, Infrastructure and Business

6.6 QON - Q111/18 - Petition for Public Toilets at Oval

The following question was asked by Councillor Bruce McLachlan at the Ordinary Meeting on 9 July 2018:

The new Lions Park, Jimmy Jurd Park at Chittaway Bay there was a petition being raised there on the weekend for toilets. Is Council aware of the request for toilets?.

Council Officers have not been provided with a petition or formal request for inclusion of public toilets at Chittaway Lions Park near the new playground.

There are existing public facilities located nearby at Bluebell Park, approximately 1 km from the Lions Park.

While it would be optimal to provide toilet facilities at every one of Council 242 playgrounds, the cost of construction, maintenance and cleaning is prohibitive.

There are currently no plans or funding identified for the construction of public toilets at this site.

Attachments

Nil.

Item No: 6.7
Title: QON - Q115/18 - Roads
Department: Assets, Infrastructure and Business

27 August 2018 Ordinary Council Meeting

Trim Reference: F2017/00691 - D13297404

Author: Jeanette Williams, Unit Manager, Roads and Business Development and Technical Services

Manager: Jay Spare, Senior Manager, Roads, Transport and Drainage

Executive: Boris Bolgoff, Acting Director, Assets, Infrastructure and Business

6.7 QON - Q115/18 - Roads

The following question was asked by Councillor Jillian Hogan at the Ordinary Meeting on 9 July 2018:

I understand there is technical criteria within our pavement management system however, in our older suburbs, the roads are deteriorating rapidly. What plans are in place to address the issue?.

Council is committed to maintaining and improving the road network across the entire Central Coast region. In 2017/18 the Roads, Transport and Drainage department delivered over 570 capital works projects focused on road upgrade, road renewal, drainage, footpaths, bridges, slope stabilisation, traffic facilities and unsealed roads.

In 2018/19 the Roads, Transport and Drainage department will deliver a record 574 capital works projects worth over \$69 million. The 2018/19 road and drainage capital works projects can be viewed by visiting Council's website and clicking on the 'Road Projects' icon. The website link will display an interactive map highlighting the individual projects and providing a description, construction commencement timeframe and regular progress updates.

Since 2014/15, Council has significantly increased road renewal funding from \$12 million to \$30 million in 2018/19. This type of funding is designed to maintain and improve the condition of the road network and ensure its long term sustainability. Council has also invested \$2 million in a new Heavy Patch Program to target localised pavement issues and provides an immediate improvement to road condition.

Roads considered for inclusion in Council's Road Renewal Program are objectively assessed and prioritised via the application of a range of technical criteria within our pavement management system. This optimises the decision making process considering funding, condition parameters, lifecycle analyses, road usage and the full range of best practice road treatment options. All roads across the local government area are objectively considered for renewal in line with this process.

Council has also recently completed an in-depth analysis of road condition across the entire local government area, using the latest data collection technologies. This information is being used to further optimise management of the road network and improve capital works planning. The data has been used to identify and prioritise road renewal works in the 2018/19 capital works program.

Council's Road Maintenance Section also continues to undertake routine inspection of the road network to identify and record any potholes or other defects in the road pavement. Maintenance works, such as the filling potholes or repairing of road edge breaks, are assessed against set technical criteria with works prioritised and scheduled on a risk basis. High priority works are undertaken in a timely manner while other lower priority actions are listed for future repair.

Attachments

Nil.

Item No: 6.8
Title: QON - Q129/18 - iPads
Department: Information



27 August 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-03 - D13296070

Author: Amy Brigden, Personal Assistant to Chief Technology Officer

Executive: Martin Elwell, Chief Information Officer

6.8 QON - Q129/18 - iPads

The following question was asked by Councillor Jillian Hogan at the Ordinary Meeting on 23 July 2018:

Due to the instability of the iPad software and the clunkiness of its usage, in addition to the difficulties accessing information on the HUB, could staff look into migrating to Microsoft Surface Pro's for Councillors that would prefer that option.

Information Management and Technology (IM+T) have worked to resolve the recent stability challenges experienced with the iPad devices. As the cause of the issues were unrelated to the iPad devices or the software itself, iPads remain a suitable platform to support Councillors. IM+T would like to work with the Councillors to further understand the difficulties that are being experienced in accessing information on the HUB as the solution may be a re-organisation of the information rather than a change in hardware, which would not impact the user experience of the HUB.

It is noted that staff are currently seeking feedback from Councillors regarding a range of services provided through a survey. Councillors are encouraged to complete the survey as it will inform future changes and improvements.

IM+T are actively working towards enabling a greater choice of device types, and ways of working. With that in mind, IM+T will be in a position to support Windows 10 based device deployments for Councillors from November 2018 and this is likely to have a positive impact on Councillors' user experience.

It is also noted that the provision of equipment is done in accordance with Council's adopted Expenses and Facilities Policy and any changes would need to either align to its provisions or propose amendments to the policy.

Attachments

Nil.

Item No: 7.1
Title: Deferred Item - Notice of Motion - Assessment of Pollution Risk from PFAS, ash dams and air pollution
Department: Councillor



27 August 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-03 - D13305730

Author: Jane Smith, Mayor

Summary

Council, at its meetings held 13 August 2018 resolved:

That Council defer matters 2.2, 5.2, 6.1, 8.3, 8.4 and 10.1 to the next Ordinary Meeting of Council being held 27 August 2018 in accordance with the adopted Code of Meeting Practice.

Recommendation

- 1 That Council note the deferred Notice of Motion – Assessment of Pollution Risk from PFAS, ash dams and air pollution report which is Attachment 1 to this report.**
- 2 That Council request the CEO to provide a report and briefing to Councillors by the end of November 2018 on the following:**
 - a. Current knowledge and status of existing or potential impacts of pollutants of PFAS, ash dams, and power stations on the Central Coast**
 - b. Current monitoring activities (including sites) undertaken by Council and other agencies or organisations**
 - c. Current responsibilities and management actions of relevant agencies, Council and other stakeholders in relation to these pollutants**
 - d. Any proposed actions from relevant agencies regarding monitoring and management of risk from these pollutants or sources**
 - e. Recommendations regarding Council's role, if any, in monitoring and management of risks from these pollutants, including the value of a community consultative committee and willingness of stakeholder organisations to participate in such a committee.**

Attachments

- 1 Notice of Motion - Assessment of Pollution Risk from PFAS, ash dams and air pollution** D13294084

Item No: 8.3
Title: Notice of Motion - Assessment of Pollution Risk from PFAS, ash dams and air pollution
Department: Councillor



13 August 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-03 - D13294084

Author: Jane Smith, Mayor

Mayor Smith has given notice that at the Ordinary Council Meeting to be held on 13 August 2018 she will move the following motion:

That Council request the CEO to provide a report and briefing to Councillors by the end of November 2018 on the following:

- a. Current knowledge and status of existing or potential impacts of pollutants of PFAS, ash dams, and power stations on the Central Coast***
- b. Current monitoring activities (including sites) undertaken by Council and other agencies or organisations***
- c. Current responsibilities and management actions of relevant agencies, Council and other stakeholders in relation to these pollutants***
- d. Any proposed actions from relevant agencies regarding monitoring and management of risk from these pollutants or sources***
- e. Recommendations regarding Council's role, if any, in monitoring and management of risks from these pollutants, including the value of a community consultative committee and willingness of stakeholder organisations to participate in such a committee."***

Councillors Note

Recent media has highlighted the potential environmental and human health risks from PFAS (Per- and poly-fluoroalkyl substances). Although the current issue of PFAS pollution is most closely linked to airports and defence sites, there is some indication that this is a broader and emerging issue. In addition, concerns have been raised about potential pollution from ash dams and air pollution associated with coal fired power stations on the Central Coast.

This motion seeks to provide an overview of the current status of these issues, current monitoring and management, and future risks.

Attachments

Nil.

Item No: 7.2
Title: Deferred Item - Notice of Motion - DA 44/2018 - 6, 8 and 10 Dunleigh Street, Toukley
Department: Councillor

27 August 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-03 - D13305745

Author: Doug Vincent, Councillor

Summary

Council, at its meetings held 13 August 2018 resolved:

That Council defer matters 2.2, 5.2, 6.1, 8.3, 8.4 and 10.1 to the next Ordinary Meeting of Council being held 27 August 2018 in accordance with the adopted Code of Meeting Practice.

Recommendation

- 1 That Council note the deferred Notice of Motion - DA 44/2018 – 6, 8 and 10 Dunleigh Street, Toukley report which is Attachment 1 to this report.**
- 2 That the Chief Executive Officer refer the assessment report for DA 44/2018, 6, 8 and 10 Dunleigh Street, Toukley to Council prior to being considered by the Hunter and Central Coast Joint Regional Planning Panel.**
- 3 That Council then determine whether it will make a submission to the Hunter and Central Coast Joint Regional Planning Panel in relation to this Development Application.**

Attachments

- 1 Notice of Motion - DA 44/2018 - 6, 8 and 10 Dunleigh Street, Toukley** D13294138

Item No: 8.4
Title: Notice of Motion - DA 44/2018 - 6, 8 and 10 Dunleigh Street, Toukley
Department: Councillor



13 August 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-03 - D13294138

Author: Doug Vincent, Councillor

Councillor Vincent has given notice that at the Ordinary Council Meeting to be held on 13 August 2018 he will move the following motion:

- 1 *That the Chief Executive Officer refer the assessment report for DA 44/2018, 6, 8 and 10 Dunleigh Street, Toukley to Council prior to being considered by the Hunter and Central Coast Joint Regional Planning Panel.***
- 2 *That Council then determine whether it will make a submission to the Hunter and Central Coast Joint Regional Planning Panel in relation to this Development Application.***

Attachments

Nil.

Item No: 7.3
Title: Notice of Motion - Parking Fines
Department: Councillor



27 August 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-03 - D13304999

Author: Jilly Pilon, Councillor

Councillor Pilon has given notice that at the Ordinary Council Meeting to be held on 27 August 2018 she will move the following motion:

Upon legislation being adopted, a report be submitted to Council to consider a reduction in penalty amounts for parking offences.

Councillor Note

Review of Parking Penalty Amount

The New South Wales Treasurer Dominic Perrottet has announced that the NSW Government will reduce fines for parking longer than the permitted timeframes. This means from 1 July 2018 the current \$110 penalty will be reduced to \$80 in areas the State Government polices including Sydney Olympic Park, Centennial Park, the Royal Botanic Gardens and Parramatta Park.

As the State Government issues only 10% of parking fines, the Treasurer has called on Local Councils to follow the Government's lead in reducing minimum fines from \$110 to \$80 and introducing a "grace" period before a fine is handed out.

Attachments

Nil.

Item No: 7.4
Title: Notice of Motion - Central Coast Drought Assistance and Central Coast Water Security
Department: Councillor



27 August 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-03 - D13266539

Author: Greg Best, Councillor
Jilly Pilon, Councillor
Bruce McLachlan, Councillor
Troy Marquart, Councillor

Councillor Best, Pilon, McLachlan and Marquart have given notice that at the Ordinary Council Meeting to be held on 27 August 2018 they will move the following motion:

- 1 *That Council request the CEO to report on what options, initiatives and general support Council and indeed the Central Coast Community could consider to provide much needed assistance to our New South Wales Farm Communities now ravaged by 100% drought.***
- 2 *That further the Coast's concerning water supply trends (Mangrove Creek Dam now at 61%) Staff also report on the overall current status of our water supply including but not limited to the effectiveness of restriction triggers, timing to implementation (at zero rainfall) and an update around Lakes Beach Desal Safety Net Option.***

Attachments

Nil.

Item No: 7.5
Title: Notice of Motion - Renaming Wards and Improving Communications
Department: Councillor



27 August 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-03 - D13306208

Author: Greg Best, Councillor
Jilly Pilon, Councillor
Bruce McLachlan, Councillor
Troy Marquart, Councillor

Councillor Best, Pilon, McLachlan and Marquart have given notice that at the Ordinary Council Meeting to be held on 27 August 2018 they will move the following motion:

- 1 That Council recognises the Community frustration and ambiguity that exists around the current Ward Names, that has created ongoing difficulty for our 330,000 Residents and Ratepayers in their efforts to effectively communicate with Ward Councillors and indeed Staff.**
- 2 That Council now investigate the necessary process to seek to rename the five Electoral Wards that make up the Central Coast Council LGA prior to the 2020 Election.**
- 3 That subject to 2 above and a Staff Report, Council engages in a suitable Community Consultation Process.**

Councillor Note

The Ward Naming created during the formation of the Central Coast Council has in my view unfortunately created an environment of confusion and often frustration by many of our Residents and Ratepayers. There are many striking examples where suburbs and villages have no natural correlation to be included in their respective Ward Names. Examples such as East Gosford being in Gosford West Ward, Lisarow in Wyong Ward and Summerland Point in Budgewoi Ward.

To the average Ratepayer these hastily conceived names during the amalgamation process are in my view, proving a real impediment to effective communication.

I further believe that Council should understand the process and as to what authority we may or may not have to consider a renaming process.

Then subject to gaining that knowledge we can then go to the Community on a sound footing that if they so choose change, we can provide it.

Attachments

Nil.



Item No: 7.6
Title: Notice of Motion - Public Workshops on Sea Level Rise and Planned Retreat
Department: Councillor

27 August 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-03 - D13306221

Author: Rebecca Gale Collins, Councillor

Councillor Gale Collins has given notice that at the Ordinary Council Meeting to be held on 27 August 2018 she will move the following motion:

That Council hold workshops for residents across all 5 wards, and use overlay maps to bring awareness on the suburbs impacted by sea level rise and planned retreat, as endorsed through the new Climate Change Policy.

Attachments

Nil.

Item No: 7.7
Title: Notice of Motion - Reclassification
Department: Councillor



27 August 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-03 - D13306538

Author: Louise Greenaway, Councillor

Councillor Greenaway has given notice that at the Ordinary Council Meeting to be held on 27 August 2018 she will move the following motion:

- 1 *That Council return the following properties to "community" classification, they having been reclassified as "Operational" in the Wyong LEP 2013:***

***29W Karangal Oval, Buff Point
1-3 Berkeley Rd, Berkeley Vale
36-38 Kitchener Rd, Long Jetty
1W Wolseley Ave, Tacoma***

- 2 *That Council undertake all necessary advertising, consideration of submissions and preparation of relevant documentation in order to give effect to this Motion.***
- 3 *That Council update its Plans of Management to ensure that a relevant POM is in place in respect to each parcel that is reclassified.***

Councillors Note

RECLASSIFICATION SITE ADDRESS	
Bateau Bay 7W Sir Joseph Banks Drive	
Berkeley Vale 19-21 and 29 Keren Avenue	
Berkeley Vale 2-18 Newbridge Road	
Berkeley Vale 38W Wombat Street and 19W Marlborough Place	
Berkeley Vale 151W-153W Wyong Road	
Charmhaven 75 Panorama Avenue	
Glenning Valley 2W Bundeena Road	
Glenning Valley 13W Palm Springs Avenue	
Jilliby 30W and 32 Sandra Street	
Jilliby 231 Hue Hue Road	
Lake Haven 1W Merro Close	
Mardi 105W Woodbury Park Drive and 309 Old Maitland Road	
Ourimbah 60W Burns Road	
Ourimbah 40W Coachwood Drive	
Ourimbah 15W Footts Road	
Ourimbah 23 Shirley Street	
Ourimbah 1 Teralba Street and 1W Pacific Highway	
Norah Head Wilfred Barrett Drive	
Summerland Point 10 Summerland Road	
Summerland Point 102W Yeramba Road	
Tacoma 1W Wolseley Drive	
Tuggerah 8 Titania Avenue	
Tuggerah 7 Wyong Road	
Tumbi Umbi 11W Molsten Avenue	
Watanobbi 1W Britannia Drive	
Wyong 375 Pacific Highway	
Wyong 40-50 Pollock Avenue	

Attachments

Nil.

Item No: 7.8
Title: Notice of Motion - Council After Hours Call Centre Relocated to Central Coast
Department: Councillor



27 August 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-03 - D13306924

Author: Rebecca Gale Collins, Councillor
Chris Burke, Councillor

Councillors Gale Collins and Burke have given notice that at the Ordinary Council Meeting to be held on 27 August 2018 they will move the following motion:

That Council move the Central Coast Council after hours call centre operation to the Central Coast Region and employ people on the Central Coast.

Attachments

Nil.