



Central Coast Council
Business Paper
Ordinary Council Meeting
26 November 2018





COMMUNITY STRATEGIC PLAN 2018-2028

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

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

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

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

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

RESPONSIBLE

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

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



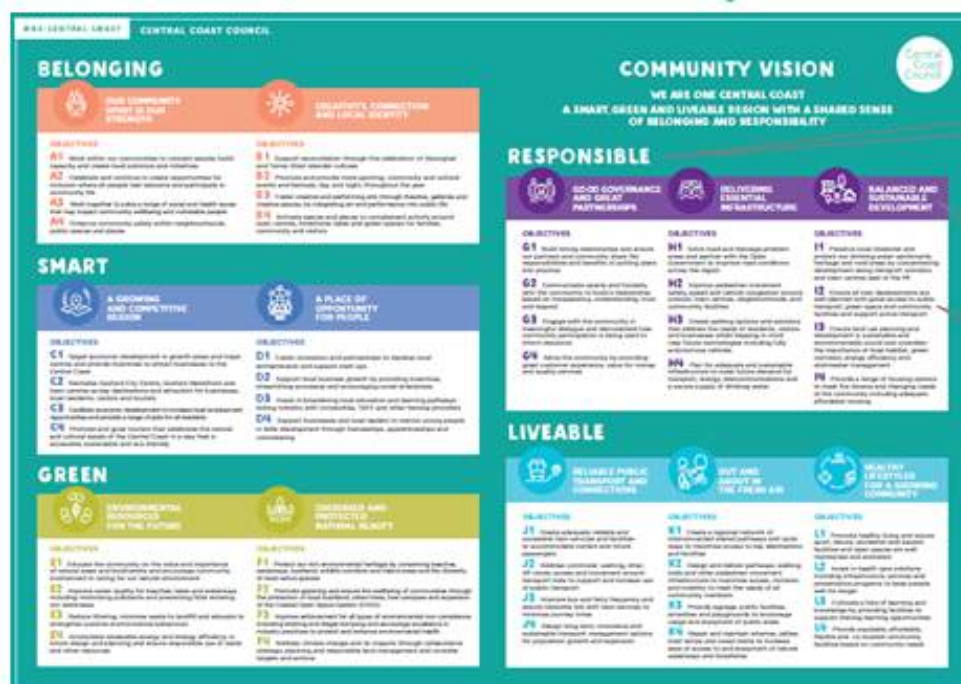
Good governance and great partnerships

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

There are 5 themes, 12 focus areas and 48 objectives

COMMUNITY STRATEGIC PLAN 2018-2028 FRAMEWORK

All council reports contained within the Business Paper are now aligned to the Community Strategic Plan. Each report will contain a cross reference to a Theme, Focus Area and Objective within the framework of the Plan.



Theme

Focus Area

Objective

Meeting Notice

**The Ordinary Meeting
of Central Coast Council
will be held in the Council Chamber,
2 Hely Street, Wyong on
Monday 26 November 2018 at 6.30pm
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



26 November 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-05 - D13363984

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

26 November 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-05 - D13363988



Summary

Confirmation of minutes of the Ordinary Meeting of Council held on 12 November 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 Council held on 12 November 2018.

Attachments

1 OM 12 November 2018 - Draft Minutes D13388893



Central Coast Council

Minutes of the Ordinary Meeting of Council

Held in the Council Chamber
49 Mann Street, Gosford
on 12 November 2018
Commencing at 6.30PM

Present

Mayor Jane Smith and Councillors Greg Best, Jillian Hogan, Chris Burke, Louise Greenaway, Kyle MacGregor, 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 (Director, Roads Transport Drainage and Waste), Julie Vaughan (Director, Connected Communities), Scott Cox (Director, Environment and Planning), Bileen Nel (Director, Water and Sewer) and James Taylor (Acting Unit Manager Governance).

Apologies

Councillor Doug Vincent

The Mayor, Jane Smith, declared the meeting open at 6.52pm 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.

Leave of Absence

Councillor Chris Burke declared that he will be taking a leave of absence due to medical reasons. He will be absent from the Ordinary Council Meeting of 26 November 2018 and possibly the meeting of 10 December 2018 pending his recovery.

At the ordinary meeting reports were considered in the following order 1.1, 1.2, 2.1, 1.4, 2.2, 2.3, 3.1, 3.2, 3.3, 3.6, 3.8, 3.9, 3.10, 4.1, 4.2, 4.4, 6.1, 6.2, 6.3, 6.4, 7.1, 6.5, 6.6, U7 and 3.4, however for the sake of clarity the reports are recorded in their correct agenda sequence.

1.1 Disclosure of Interest

2.3 Modification to DA/582/2013 - 31 Boyce Avenue, Wyong - Strathavon Guest House & Accommodation

Councillor McLachlan declared significant interest in this item as the owner of the property is a past client. Councillor McLachlan left the chamber at 7.37pm and returned at 7.45 pm and did not take part in discussion or the voting.

3.1 Deferred Item - Response to Notice of Motion - Quality Food, Wine and Vineyard Tourism Accommodation Opportunities

Mayor Smith declared a less than significant non-pecuniary interest in this item because of her involvement with the Marine Discovery Centre. Mayor Smith chose to remain in the chamber and participate in discussion and voting as the conflict does not impede her ability to carry out her duties.

3.4 Appointments to the Pedestrian Access and Mobility Advisory Committee

Councillor Sundstrom declared a less than significant non-pecuniary interest in this item as a proposed Committee Member is a branch member at his local Labor Party Branch. Councillor Sundstrom 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.

3.6 Draft Ourimbah Land Use Strategy and Masterplan

Mr Boris Bolgoff declared pecuniary interest in this item because he owns land in the masterplan area. Mr Bolgoff left the chamber at 8.10pm and returned at 8.14pm and did not take part in discussion or the voting.

4.1 Deferred Item - Sportsground Fees and Charges

Councillor Gale Collins declared a less than significant non-pecuniary interest in this item as her family uses sporting fields across the Central Coast. Councillor Gale Collins chose to remain in the chamber and participate in discussion and voting as the conflict does not impede her ability to carry out her duties.

6.6 Notice of Motion - Legal Advice regarding Warnervale Airport Restrictions

Mayor Smith declared a less than significant non-pecuniary interest in this item because she is a former voluntary CEO of CEN. Mayor Smith chose to remain in the chamber and participate in discussion and voting as the conflict does not impede her ability to carry out her duties.

8.1 Urgency Motion - Council to Support Wallarah 2 Coal Mine Legal Challenge

Councillor Best declared a pecuniary interest in this item because he is General Manager of Central Coast Training Group and they manage Wallarah 2 Coal Project's Apprentice Program. Councillor Best left the chamber at 11.10pm and did not return. He did not take part in discussion or the voting of this item.

Moved: Councillor Gale Collins
Seconded: Councillor Matthews

Resolved

959/18 That Council receive the report on Disclosure of Interest and note advice of disclosures.

For:
Unanimous

Procedural Motion

Moved: Mayor Smith

Resolved

960/18 That Council suspend standing orders to allow Councillor Matthews to make a presentation.

For:
Unanimous

At 6.56pm Councillor Matthews presented a plaque from Mrs Rosie Wood to the Council in recognition of the place making grant at Ourimbah RSL.

1.2 Confirmation of Minutes of Previous Meetings

Moved: Councillor MacGregor
Seconded: Councillor Gale Collins

Resolved

961/18 That Council confirm the minutes of the Ordinary Meeting of the Council held on 29 October 2018 with the following inclusions:

- **Mayor Smith had corrections to the declarations of interest on pages 9 and 17 of the minute document.**
- **Clr Gale Collins advised that she had submitted the following Questions on Notice which had not been included:**

QON – Blue green algae at Blackwall
Councillor Rebecca Gale Collins

Is council addressing the blue green algae bloom at Blackwall stormwater outfall as it's negatively impacting pelicans and aqua life?

QON – Ocean Beach SLSC all-inclusive access
Councillor Rebecca Gale Collins

Please advise when the beach all-inclusive access will be available at Ocean Beach SLSC?

For:

Unanimous

Procedural Motion – Exception

Moved: Councillor Holstein

Seconded: Councillor Gale Collins

Resolved

962/18 *That with the exception of the following reports, Council adopt the recommendations contained in the remaining reports:*

1.4	Mayoral Minute – Passing of Alan Ford
2.2	Draft Somersby to Erina Corridor Strategy (Southern Growth Corridor)
2.3	Modification to DA/582/2013 - 31 Boyce Avenue, Wyong - Strathavon Guest House & Accommodation
3.1	Deferred Item - Response to Notice of Motion – Quality Food, Wine and Vineyard Tourism Accommodation Opportunities
3.2	Deferred Item - Response to Notice of Motion - Disability Precinct
3.3	Deferred Item - Response to Notice of Motion - Council Bans Cats
3.4	Appointments to the Pedestrian Access and Mobility Advisory Committee
3.6	Draft Ourimbah Land Use Strategy and Masterplan
3.8	Biodiversity Offsets
3.9	Acquisition of Land at Carlton Road Holgate for Road Widening
3.10	Central Coast Tourism Advisory Committee
4.1	Deferred Item - Sportsground Fees and Charges
4.2	Response to Notice of Motion - Central Coast Council 'Opts-In' on Rock Fishing Life Jackets
4.4	Activities of the Development Assessment and Environment and Certification Units - July to September 2018 Quarter 1
6.1	Deferred Item - Notice of Motion - Abandoned Vehicle App
6.2	Notice of Motion - Local Community Representation on the Joint Regional Planning Panel
6.3	Notice of Motion - Central Coast and Hunter Sister City Partnership
6.4	Notice of Motion - Let's Revisit Winney Bay
6.5	Notice of Motion - Motion Commemorating the Centenary of Armistice and Cessation of Hostilities of the First World War
6.6	Notice of Motion - Legal Advice regarding Warnervale Airport Restrictions
7.1	Rescission Motion - Modification to DA/967/2013 - 405 Lot Subdivision at 85 Kanangra Drive Crangan Bay

963/18 That Council adopt the following items en-masse and in accordance with the report recommendations:

3.5	<i>Internal Reporting Policy (Public Interest Disclosures)</i>
3.7	<i>Meeting Record of the Catchments and Coast Committee Tuggerah Lakes held on 19 September 2018</i>
4.3	<i>Meeting Record of the Catchments and Coast Committee Brisbane Water and Gosford Lagoons held on 20 September 2018</i>
4.5	<i>Fire Safety Inspection Report for Residential Flat Building at 51 - 53 Hills Street North Gosford</i>

For:
Unanimous

1.4 Mayoral Minute - Passing of Alan Ford

At 7.12pm a minutes silence was undertaken.

Moved: Mayor Smith

Resolved

964/18 Council acknowledge the passing of Alan Ford OAM with a minute's silence.

965/18 Council send a formal letter of condolence to Alan's family.

966/18 Council representatives attend Alan's funeral.

For:
Unanimous

**2.1 Request for Amendment to Gosford Local Environmental Plan 2014 - 19
Chetwynd Road, Erina**

Moved: Councillor Greenaway

Seconded: Councillor MacGregor

Resolved

967/18 That Council note this item was withdrawn by the Applicant.

For:
Unanimous

2.2 Draft Somersby to Erina Corridor Strategy (Southern Growth Corridor)

Moved: Mayor Smith
Seconded: Councillor MacGregor

That Council:

- 1 Form an internal Working Group, including interested Councillors, to further refine the draft Strategy including:
 - A draft Transport plan that outlines specific options to address projected increase in transport related issues and volume
 - A draft Infrastructure plan that identifies scenarios for future needs to accompany the draft Strategy
- 2 That the Working Group develop and implement an engagement strategy to work with local communities in order to further refine the draft Strategy
- 3 A further Councillor briefing / workshop is held with Councillors
- 4 A further report then comes to Council before exhibition of the Draft Strategy
- 5 That this process also be adopted in developing a strategy for the Tuggerah – Warnervale Economic Development Corridor
- 6 That Council notes the existing Somersby industrial Plan of Management as an existing document for consideration.
- 7 That Council requests the CEO submit a progress report to Council in April 2019.

For:
Mayor Smith and Councillors MacGregor and Greenaway

Against:
Councillors Marquart, Mehrrens, Holstein, Sundstrom, Gale Collins, Matthews, Pilon, McLachlan, Burke, Hogan and Best

The motion was put to the vote and declared LOST.

Foreshadowed Motion

Moved: Councillor Mehrtens

Seconded: Councillor Holstein

- 968/18 *That Council, for the purposes of community consultation endorse the exhibition of the draft Somersby to Erina Growth Corridor Strategy for a minimum period of 60 days.*
- 969/18 *That Council undertake a series of workshops on the draft Somersby to Erina Corridor Strategy as part of the exhibition period.*
- 970/18 *That following the exhibition of the draft Somersby to Erina Corridor Strategy, Council consider a further report on results of community consultation.*
- 971/18 *That Council notes the existing Somersby Industrial Estate Plan of Management as an existing document for consideration.*
- 972/18 *That Council include discussion around transport management plans at the relevant stake holder workshops.*

For:

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

Against:

Mayor Smith

2.3 Modification to DA/582/2013 - 31 Boyce Avenue, Wyong - Strathavon Guest House & Accommodation

Councillor McLachlan declared significant interest in this item as the owner of the property is a past client. Councillor McLachlan left the chamber at 7.37pm and returned at 7.45 pm and did not take part in discussion or the voting.

Moved: Councillor Holstein

Seconded: Councillor Best

Resolved

- 973/18 *That Council approve the modification to Development Consent 582/2013 having regard to the matters for consideration detailed in Sections 4.56 and 4.15 of the Environmental Planning and Assessment Act 1979 and other relevant issues as follows:*
- i) *The extension of the operation of the development consent for a further 12 months which is 24 months from the date of issue of the Occupation Certificate.*

- ii) ***The modification of condition 1A to reflect the recommended modification to the extension of the operation of the development consent.***

974/18 ***That Council advise those who made written submissions of Council's decision.***

For:
Mayor Smith and Councillors Marquart, Holstein, Mehrrens, Sundstrom, Gale Collins, Pilon, Burke, Hogan and Best.

Against:
Councillors Matthews, MacGregor and Greenaway

3.1 ***Deferred Item - Response to Notice of Motion - Quality Food, Wine and Vineyard Tourism Accommodation Opportunities***

Mayor Smith declared a less than significant non-pecuniary interest in this item because of her involvement with the Marine Discovery Centre. Mayor Smith chose to remain in the chamber and participate in discussion and voting as the conflict does not impede her ability to carry out her duties.

Moved: ***Councillor McLachlan***
Seconded: ***Councillor MacGregor***

Resolved

975/18 ***That Council note the deferred Response to Notice of Motion – Quality Food, Wine and Vineyard Tourism Accommodation Opportunities report which is Attachment 1 to this report.***

976/18 ***That Council receive the report on Deferred Item – Response to Notice of Motion – Quality Food, Wine and Vineyard Tourism Accommodation Opportunities.***

977/18 ***That Council consider ways to look at increased opportunity, to allow for food, wine, and tourism accommodation, as part of the rural lands study project.***

For:
Unanimous

3.2 Deferred Item - Response to Notice of Motion - Disability Precinct

Moved: Councillor Gale Collins

Seconded: Councillor Best

Resolved

978/18 That Council note the deferred Response to Notice of Motion – Disability Precinct report which is Attachment 1 to this report.

979/18 That Council receive the report on Deferred Item – Disability Precinct.

For:

Unanimous

3.3 Deferred Item - Response to Notice of Motion - Council Bans Cats

Moved: Councillor Best

Seconded: Councillor Gale Collins

Resolved

980/18 That Council now establish a Companion Animal Advisory Committee (CAAC) similar to those currently operating at Willoughby, Woollahra and Bankstown.

981/18 That the CAAC become active at the completion of Councils' animal cares facility consultation process and subsequent report to council.

982/18 That Council request the Chief Executive Office provide a further report come back to Council with the terms of reference for the proposed committee.

983/18 That the Council notes that Councillor Best has indicated that he will be chairing any such Committee.

For:

Mayor Smith and Councillors Holstein, Gale Collins, Pilon, McLachlan, Burke and Best

Against:

Councillors Marquart, Mehrtens, Sundstrom, Matthews, MacGregor, Greenaway and Hogan

The motion was CARRIED on the casting vote of the Mayor.

Procedural Motion

Moved: **Mayor Smith**

Resolved

984/18 That Council resolve that item 3.4 be moved to the confidential session at the end of tonight's meeting to allow the discussion of confidential attachments to this item.

For:

Unanimous

3.4 Appointments to the Pedestrian Access and Mobility Advisory Committee

Councillor Sundstrom declared a less than significant non-pecuniary interest in this item as a proposed Committee Member is a branch member at his local Labor Party Branch. Councillor Sundstrom 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.

Councillors Matthews and Gale Collins left the Chamber at 12.24pm and did not return. They were absent for the confidential discussion and voting of this item.

Councillor Best left the chamber at 11.10pm and did not return. He did not take part in confidential discussion or voting of this item.

Moved: **Councillor Holstein**

Seconded: **Mayor Smith**

Resolved

985/18 The Council note the draft Terms of Reference for the Pedestrian Access and Mobility Advisory Committee as provided in Attachment 2 to this report.

986/18 That Council determine that the Councillor representatives on the Pedestrian Access and Mobility Advisory Committee are:

- **Mayor Smith**
- **Councillor Hogan**
- **Councillor Vincent**
- **Councillor Gale Collins**

987/18 That Council determine the community membership of the Pedestrian Access and Mobility Advisory Committee is as follows:

- **Eric O'Keefe**
- **Helen Beasley**
- **John Anderson**

- **Rachel Thelwell**
- **Wendy Bayliss**

988/18 ***That Council resolve, pursuant to s.11(3) of the Local Government 1993, that Attachment 1 to this report remain confidential as the attachment include "personnel information" about individuals who are not Councillors.***

989/18 ***That the Council request that the Chief Executive Officer directs Staff to seek input from Mr Gary Blaschke as appropriate.***

For:

Unanimous

3.5 Internal Reporting Policy (Public Interest Disclosures)

Moved: ***Councillor Holstein***

Seconded: ***Councillor Gale Collins***

Resolved

990/18 ***That Council adopt the Central Coast Council Internal Reporting Policy (Public Interest Disclosure Policy) as set out in Attachment 1 to this report.***

For:

Unanimous

3.6 Draft Ourimbah Land Use Strategy and Masterplan

Mr Boris Bolgoff declared pecuniary interest in this item because he owns land in the masterplan area. Mr Bolgoff left the chamber at 8.10pm and returned at 8.14pm and was not present for the discussion or voting of this item.

Moved: ***Councillor Greenaway***

Seconded: ***Councillor MacGregor***

Resolved

991/18 ***That Council re-exhibit the Draft Final Ourimbah Land Use Strategy and Masterplan for 60 days to allow for additional public consultation.***

992/18 ***That Council request the Chief Executive Officer to advise all those who made written submissions previously.***

993/18 ***That the Council consider a further report on the results of the public exhibition.***

For:
Unanimous

3.7 Meeting Record of the Catchments and Coast Committee Tuggerah Lakes held on 19 September 2018

Moved: Councillor Holstein
Seconded: Councillor Gale Collins

Resolved

- 994/18 That Council note the draft Meeting Record of the Catchments and Coast Committee Tuggerah Lakes held on 19 September 2018 that is Attachment 1 to this report.**
- 995/18 That Council place the draft Wyong River Floodplain Risk Management Study and Plan on public exhibition for a period of 28 days.**
- 996/18 That Council place the draft Ourimbah Creek Floodplain Risk Management Study on public exhibition for a period of 28 days, prior to preparing the Ourimbah Creek Floodplain Risk Management Plan.**

For:
Unanimous

3.8 Biodiversity Offsets

Moved: Mayor Smith
Seconded: Councillor MacGregor

Resolved

- 997/18 That Council authorise the Chief Executive Officer to enter formal negotiations with Roads and Maritime Services and Transport for NSW and any other interested parties to agree on a credit price for specific biodiversity credits generated on land owned by Central Coast Council detailed in Appendix A.**
- 998/18 That Council investigate if any of the lots identified were part of previous agreements to transfer land to Council**
- 999/18 That Council accept, where there have been no previous undertakings, the transfer from Minister of Planning and Environment and enter into a Land Transfer Agreement for Lot 10 DP600684, Lot 5 DP1026458, Lot 6 DP252982 known as 81 Avoca Drive Green Point, Lot 1 DP200263 known as 20 Leura Ave Green Point, Lot 2 DP739449 known as 179-211 Wells Street Springfield, Lot 6 DP177556 known as 18 Warrawee Road Springfield and Lot 7 DP191487 known as 7 Barook Rd Springfield at no cost to Council.**

- 1000/18** That Council undertake further investigation where there have been previous undertakings.
- 1001/18** That Council include the lots identified as Porters Creek Wetland as part of the investigation for Biodiversity Offsets.
- 1002/18** That Council apply to Crown Lands Division to close any Crown public roads within Council reserves associated with the proposed Biodiversity Stewardship Agreements and accept the vesting of the roads into Council ownership.
- 1003/18** That Council authorise the Chief Executive Officer to make application to the NSW Biodiversity Conservation Trust to enter into Biodiversity Stewardship Agreements over the lots detailed in Appendix A.
- 1004/18** That Council request the Chief Executive Officer provide a further report on the outcome of investigations and negotiations for endorsement by Council before finalisation.
- 1005/18** That Council request the Chief Executive Officer provide a further report to the 10 December 2018 Council Meeting.

For:

Mayor Smith and Councillors Mehrtens, Sundstrom, Matthews, MacGregor, Greenaway and Hogan

Against:

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

The motion was CARRIED on the casting vote of the Mayor.

3.9 Acquisition of Land at Carlton Road Holgate for Road Widening

Moved: Mayor Smith

Seconded: Councillor Sundstrom

Resolved

- 1006/18** That Council defer consideration of this item pending a site inspection.

For:

Mayor Smith and Councillors Marquart, Holstein, Mehrtens, Sundstrom, Matthews, MacGregor, Pilon, McLachlan, Greenaway, Burke, Hogan, Best

Against:

Councillor Gale Collins

3.10 Central Coast Tourism Advisory Committee

Moved: **Councillor Holstein**
Seconded: **Councillor Sundstrom**

Resolved

- 1007/18 That Council note the report on the Central Coast Tourism Advisory Committee**
- 1008/18 That Council note the draft Terms of Reference for the Central Coast Tourism Advisory Committee as provided in Attachment 1 to this report and amend these terms of reference to include:**
- **A representative from Central Coast Tourism Inc;**
 - **A representative from a Council funded provider of marketing and industry services.**
- 1009/18 That Council request the Chief Executive Officer invite expressions of interest from members of the community to participate in the Central Coast Tourism Advisory Committee, and that the Chief Executive Officer provide a further report to Council for the purpose of determining the membership of this group.**
- 1010/18 That Council note the following Councillors indicated their interest in being on the Central Coast Tourism Advisory Committee:**
- **Mayor Smith**
 - **Councillor Holstein**
 - **Councillor Pilon**
 - **Councillor Sundstrom.**

For:
Unanimous

4.1 Deferred Item - Sportsground Fees and Charges

Councillor Gale Collins declared a less than significant non-pecuniary interest in this item as her family uses sporting fields across the Central Coast. Councillor Gale Collins chose to remain in the chamber and participate in discussion and voting as the conflict does not impede her ability to carry out her duties.

Moved: **Councillor MacGregor**
Seconded: **Mayor Smith**

Resolved

- 1011/18 That Council defer this item for consideration at the 26 November 2018 Ordinary Meeting.**

For:
Unanimous

4.2 Response to Notice of Motion - Central Coast Council 'Opts-In' on Rock Fishing Life Jackets

Moved: Councillor Best
Seconded: Councillor Pilon

Resolved

1012/18 That Council receive the report on Response to Notice of Motion - Central Coast Council 'Opts-In' on Rock Fishing Life Jackets.

1013/18 That Council resolve to 'opt in' under the Rock Fishing Safety Act 2016.

1014/18 That Council acknowledge that the wearing of life jackets is only one aspect in the prevention of loss of life to rock fishers and invite the community to communicate with the Council as to any other measure that they consider appropriate.

Procedural Motion – Motion be Put

Moved: Mayor Smith

Resolved

That Council put the motion to the vote.

For:
Unanimous

The Procedural Motion was put to the vote and declared CARRIED. The Motion was then put.

For:
Mayor Smith and Councillors Holstein, Gale Collins, Pilon, McLachlan, Burke, and Best

Against:
Councillors Marquart, Mehrtens, Sundstrom, Matthews, MacGregor, Hogan and Greenaway

The motion was CARRIED on the casting vote of the Mayor.

4.3 Meeting Record of the Catchments and Coast Committee Brisbane Water and Gosford Lagoons held on 20 September 2018

Moved: Councillor Holstein
Seconded: Councillor Gale Collins

Resolved

1015/18 That Council note the draft Meeting Record of the Catchments and Coast Committee Brisbane Water and Gosford Lagoons held on 20 September 2018 that is Attachment 1 to this report.

For:
Unanimous

4.4 Activities of the Development Assessment and Environment and Certification Units - July to September 2018 Quarter 1

Councillor Mehrtens left the meeting at 8.53pm and returned at 9.13pm. He did not take part in discussion or voting of this item.

Moved: Councillor Gale Collins
Seconded: Councillor MacGregor

Resolved

1016/18 That Council receive the report on Activities of the Development Assessment and Environment and Certification Units – July to September 2018.

For:
Unanimous

The meeting adjourned at 8.58pm and resumed at 9.13pm.

4.5 Fire Safety Inspection Report for Residential Flat Building at 51 - 53 Hills Street North Gosford

Moved: Councillor Holstein
Seconded: Councillor Gale Collins

Resolved

1017/18 That Council note the result of the site inspection carried out on the 4 October 2018;

1018/18 That Council resolve to exercise its power to issue an Order 1 under Part 2 of Schedule 5 of the Environmental Planning and Assessment Act 1979 with respect to the matters as raised within the fire safety inspection report received from Fire and Rescue NSW;

1019/18 That Council give notice of its determination to the Commissioner of Fire and Rescue NSW.

For:

Unanimous

6.1 Deferred Item - Notice of Motion - Abandoned Vehicle App

Moved: Councillor Gale Collins

Seconded: Councillor Pilon

- 1 That Council note the deferred Notice of Motion – Abandoned Vehicle App report which is Attachment 1 to this report.
- 2 That Council investigate creating an app for residents to report issues such as abandoned vehicles, as part of our IT integration process, with support from Central Coast Local Area Command.

For:

Councillors Marquart, Gale Collins, Pilon, Burke,
Best and Greenaway

Against:

Mayor Smith and Councillors Holstein,
Mehrtens, Sundstrom, Matthews, MacGregor,
McLachlan and Hogan

The item was put to the vote and declared LOST.

6.2 Notice of Motion - Local Community Representation on the Joint Regional Planning Panel

Moved: Mayor Smith

Seconded: Councillor Matthews

Resolved

1020/18 That Council note this item is withdrawn from the agenda.

For:

Unanimous

6.3 Notice of Motion - Central Coast and Working Group Partnership

Moved: Councillor Best
 Seconded: Councillor Marquart

- 1 That Council notes Minister Roberts recent announcement to pool the regional resources of the Hunter and Central Coast to form the Hunter Central Coast Development Corporation (HCCDC). In an endeavour to activate the much needed economic drivers that will underpin the redevelopment of the Gosford CBD while unlocking the huge employment potential within.
- 2 That Council recognises the outstanding preparatory works carried out by Ms Lee Shearer and her team in paving the way in the lead up to this important announcement. Further Council welcomes the appointment of Chief Executive Office Mr Michael Cassel and his team, we look forward to working with them on this challenging project.
- 3 That Council request the Chief Executive Officer make enquiries of Newcastle City Council as to their willingness to join the Central Coast in what will be the regions first economic working Group partnership.
- 4 Further Council notes the critical importance of community engagement particularly at this formative planning juncture. It is with this understanding that Council also recognises the outstanding efforts to date of the Gosford Erina Chamber of Commerce in progressing this initiative and Council also looks forward to working collaboratively with key stake holders including our Chambers.

Procedural Motion – Motion be Put

Moved: Mayor Smith

Resolved

That Council put the motion to the vote.

For:
Mayor Smith and Councillors Marquart, Holstein, Mehrstens, Sundstrom, Gale Collins, Matthews, MacGregor, Pilon, McLachlan, Greenaway, Burke and Hogan

Against:
Councillor Best

The Procedural Motion was put to the vote and declared CARRIED. The Motion was then put.

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

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

The motion was LOST on the casting vote of the Mayor.

6.4 Notice of Motion - Let's Revisit Winney Bay

Councillor Best left the Chamber at 10.01pm, returning at 10.08pm and was absent for discussion and voting.

Moved: Councillor Sundstrom

Seconded: Councillor Hogan

Resolved

- 1021/18** *That Council acknowledges the considerable division within the community that has been caused by certain aspects of Stages 1 & 2 of the Winney Bay Walk project. This is clearly indicated by the 650+ signatures gathered to date on the petition received by council on 22 October 2018. Concerns regarding overdevelopment, impact on native flora and fauna, and a perceived failure to properly meet community expectations in good faith consultation continue to be aired in local media.*
- 1022/18** *That given the results of the of recent public consultation are on the way, that no contracts for works be signed with any entity until after all relevant reports are received and matters arising from the consultation are addressed.*
- 1023/18** *That in the interim Council continue to, in good faith, communicate with the impacted community, (namely Copacabana) working towards a project that meets the criteria of the funding body as well as that of the people who live in and have custodianship of the headland in question.*
- 1024/18** *That there be a site visit for Councillors to consider matters arising from the consultation.*
- 1025/18** *That Council contact the funding body to seek clarification regarding how any proposed changes (design, features, type of construction, route of the pathway etc) to the current proposal might affect the current funding offer.*

A division was called by Councillors Gale Collins and Sundstrom.

For:

Mayor Smith and Councillors Holstein, Mehrrens, Sundstrom, Matthews, MacGregor, McLachlan, Greenaway and Hogan

Against:

Councillors Marquart, Gale Collins, Pilon and Burke

Procedural Motion

Moved: Mayor Smith
Second: Councillor MacGregor

Resolved

1026/18 That Council suspend standing orders to allow item 7.1 to be brought forward for consideration.

For: Mayor Smith and Councillors Marquart, Holstein, Mehrrens, Sundstrom, Gale Collins, Matthews, MacGregor, Pilon, McLachlan, Burke, Hogan and Best	Against: Councillor Greenaway
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6.5 Notice of Motion - Motion Commemorating the Centenary of Armistice and Cessation of Hostilities of the First World War

At 10.29pm the Council observed a minutes silence.

Moved: Councillor MacGregor
Seconded: Councillor Sundstrom

- 1 Central Coast Council note that 11/11/2018 marks the centenary of the 11/11/1918 armistice and the cessation of 'The Great War '.
- 2 Central Coast Council recognise the immense cost to human life from this conflict with over forty million casualties across the globe on all sides. The impact on global society with intergenerational unrest, later conflicts, the Armenian genocide, the post traumatic stress and psychological trauma of returning servicemen and the spread of the Spanish Flu. The destruction of the built and natural environments with entire battlefields and regions uninhabitable over one hundred years later still affected by unexploded ordinance and poison from munitions, toxic gas and chemicals.
- 3 Central Coast Council acknowledge that seldom has a single historical event left such an indelible mark on later societies and created such trauma and destruction to all parties involved in this horrific global war. A war of near unparalleled significance over the course of human history.
- 4 Central Coast Council recognise the essential contribution of Australian servicemen and women to the war effort and Australian post war society. Australians served in numerous theatres including but not limited to the South Pacific (Cocos Islands, New Guinea, Samoa, Indian Ocean), the Middle East (Egypt, Palestine, the Dardanelles, Syria and Jordan), the Western Front (the Somme, Bullecourt, Messines, Ypres, Arras, Villers Bretonneux, Hamel, Amiens and Saint Quentin) and other lesser known theatres (Mesopotamia, Arkhangelsk, the Caucasus and Salonika).

- 5 *Central Coast Council recognise the essential and remarkable individual contributions of Australians to the war effort including but not limited to General Sir John Monash, General Sir William Birdwood, Billy Sing DCM, Albert Jacka VC, John (Jack) Simpson Kirkpatrick and the last surviving ANZAC Alec William Campbell.*
- 6 *Central Coast Council observe a minutes silence for all residents of the Central Coast who served, whose comrades were killed or injured during the conflict and whose families and friends were impacted by the human tragedy that was 'The Great War' at the conclusion of debate on this motion.*
- 7 *That Central Coast Council condemn the human tragedy of war and express regret that the 'war to end all wars' led to a second even more destructive global war just two decades later. Council notes that the ideologies and activities that instigated and directly caused that war are being exhibited currently in both global and domestic politics currently and that we condemn the jingoism, bellicosity and ignorance that leads to armed conflict and maintain a commitment to a peaceful, safe, secure and prosperous existence both for the people of the Central Coast and our Australian nation.*

Amendment Moved: Councillor Marquart

Amendment Seconded: Councillor Best

- 1 *Central Coast Council note that 11/11/2018 marks the centenary of the 11/11/1918 armistice and the cessation of 'The Great War'.*
- 2 *Central Coast Council recognise the immense cost to human life from this conflict with over forty million casualties across the globe on all sides.*
- 3 *Central Coast Council acknowledge that seldom has a single historical event left such an indelible mark on later societies and created such trauma and destruction to all parties involved in this horrific global war. A war of near unparalleled significance over the course of human history.*
- 4 *Central Coast Council recognise the essential contribution of Australian servicemen and women to the war effort and Australian post war society. Australians served in numerous theatres including but not limited to the South Pacific (Cocos Islands, New Guinea, Samoa, Indian Ocean), the Middle East (Egypt, Palestine, the Dardanelles, Syria and Jordan), the Western Front (the Somme, Bullecourt, Messines, Ypres, Arras, Villers Bretonneux, Hamel, Amiens and Saint Quentin) and other lesser known theatres (Mesopotamia, Arkhangelsk, the Caucasus and Salonika).*
- 5 *Central Coast Council recognise the essential and remarkable individual contributions of Australians to the war effort including but not limited to General Sir John Monash, General Sir William Birdwood, Billy Sing DCM, Albert Jacka VC, John (Jack) Simpson Kirkpatrick and the last surviving ANZAC Alec William Campbell.*
- 6 *Central Coast Council observe a minutes silence for all residents of the Central Coast who served, whose comrades were killed or injured during the conflict and whose families and friends were impacted by the human tragedy that was 'The Great War' at the conclusion of debate on this motion.*

For:
Councillor Marquart

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

Abstain:
Councillors Pilon, Gale Collins and Best

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

Resolved

- 1027/18 Central Coast Council note that 11/11/2018 marks the centenary of the 11/11/1918 armistice and the cessation of 'The Great War'.**
- 1028/18 Central Coast Council recognise the immense cost to human life from this conflict with over forty million casualties across the globe on all sides. The impact on global society with intergenerational unrest, later conflicts, the Armenian genocide, the post traumatic stress and psychological trauma of returning servicemen and the spread of the Spanish Flu. The destruction of the built and natural environments with entire battlefields and regions uninhabitable over one hundred years later still affected by unexploded ordinance and poison from munitions, toxic gas and chemicals.**
- 1029/18 Central Coast Council acknowledge that seldom has a single historical event left such an indelible mark on later societies and created such trauma and destruction to all parties involved in this horrific global war. A war of near unparalleled significance over the course of human history.**
- 1030/18 Central Coast Council recognise the essential contribution of Australian servicemen and women to the war effort and Australian post war society. Australians served in numerous theatres including but not limited to the South Pacific (Cocos Islands, New Guinea, Samoa, Indian Ocean), the Middle East (Egypt, Palestine, the Dardanelles, Syria and Jordan), the Western Front (the Somme, Bullecourt, Messines, Ypres, Arras, Villers Bretonneux, Hamel, Amiens and Saint Quentin) and other lesser known theatres (Mesopotamia, Arkhangelsk, the Caucasus and Salonika).**
- 1031/18 Central Coast Council recognise the essential and remarkable individual contributions of Australians to the war effort including but not limited to General Sir John Monash, General Sir William Birdwood, Billy Sing DCM, Albert Jacka VC, John (Jack) Simpson Kirkpatrick and the last surviving ANZAC Alec William Campbell.**
- 1032/18 Central Coast Council observe a minutes silence for all residents of the Central Coast who served, whose comrades were killed or injured during the conflict and whose families and friends were impacted by the human tragedy that was 'The Great War' at the conclusion of debate on this motion.**

1033/18 That Central Coast Council condemn the human tragedy of war and express regret that the 'war to end all wars' led to a second even more destructive global war just two decades later. Council notes that the ideologies and activities that instigated and directly caused that war are being exhibited currently in both global and domestic politics currently and that we condemn the jingoism, bellicosity and ignorance that leads to armed conflict and maintain a commitment to a peaceful, safe, secure and prosperous existence both for the people of the Central Coast and our Australian nation.

For:

Unanimous

Procedural Motion

Moved: Mayor Smith

Seconded: Councillor Best

Resolved

1034/18 That Council extend the Ordinary Meeting of Council to consider two further items in accordance with the adopted Code of Meeting Practice.

For:

Unanimous

6.6 Notice of Motion - Legal Advice regarding Warnervale Airport Restrictions

Mayor Smith declared a less than significant non-pecuniary interest in this item because she is a former voluntary CEO of CEN. Mayor Smith chose to remain in the chamber and participate in discussion and voting as the conflict does not impede her ability to carry out her duties.

Moved: Councillor Greenaway

Seconded: Councillor MacGregor

1 That Council requests the Chief Executive Officer to obtain legal external advice to clarify:

- a) statements that Council's position is that "certain provisions of the Warnervale Airport Restrictions Act 1996 do not apply" with such advice to specifically refer to resolution 756/17 and advise whether "Council's position" is consistent with this resolution.**
- b) statements that the proposed development of Stages 1 – 5 of the CCAH proposal do not trigger/ invoke/ offend/ breach/activate the Warnervale Airport Restrictions Act 1996.**

- c) *whether the Act is being complied with.*
- 2 *That Council requests the Chief Executive Officer to arrange for a briefing for councillors on the legal advice received and how it applies to Council.*
- 3 *That Council be provided with a further report in confidential session regarding the external legal advice received by the Council.*
- 4 *That Council reiterates its request for all relevant documents to be made available to the public in relation to the Warnervale Airport.*

Amendment Moved: Councillor Marquart

Amendment Seconded: Councillor Gale Collins

- 1 *That Council requests the CEO to obtain legal external advice to clarify:*
 - a) *statements that Council's position is that "certain provisions of the Warnervale Airport Restrictions Act 1996 do not apply" with such advice to specifically refer to resolution 756/17 and advise whether "Council's position" is consistent with this resolution*
 - b) *statements that the proposed development of Stages 1 – 5 of the CCAH proposal do not trigger/ invoke/ offend/ breach/activate the Warnervale Airport Restrictions Act 1996.*
 - c) *whether the Act is being complied with*
- 2 *That Council requests that the obtained legal advice, any existing reports, existing surveys and/or existing alternate documentation regarding the Warnervale Airport be made available to the public immediately.*
- 3 *That Council requests the CEO to arrange for a briefing for councillors on the legal advice received and how it applies to Council.*

A division was called by Councillor Gale Collins

For:

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

Against:

*Mayor Smith and Councillors Mehrtens,
Sundstrom, Matthews, MacGregor,
Greenaway and Hogan*

The Amendment was put to the vote and declared LOST on the casting vote of the Mayor. The motion was then considered.

Resolved

- 1035/18 That Council requests the Chief Executive Officer to obtain legal external advice to clarify:**

- a) **statements that Council's position is that "certain provisions of the Warnervale Airport Restrictions Act 1996 do not apply" with such advice to specifically refer to resolution 756/17 and advise whether "Council's position" is consistent with this resolution.**
- b) **statements that the proposed development of Stages 1 – 5 of the CCAH proposal do not trigger/ invoke/ offend/ breach/activate the Warnervale Airport Restrictions Act 1996.**
- c) **whether the Act is being complied with.**

1036/18 That Council requests the Chief Executive Officer to arrange for a briefing for councillors on the legal advice received and how it applies to Council.

1037/18 That Council be provided with a further report in confidential session regarding the external legal advice received by the Council.

1038/18 That Council reiterates its request for all relevant documents to be made available to the public in relation to the Warnervale Airport.

A division was called by Councillor Greenaway.

For:

Mayor Smith and Councillors Mehrrens, Sundstrom, Matthews, MacGregor, Greenaway and Hogan

Against:

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

The motion was CARRIED on the casting vote of the Mayor.

7.1 Rescission Motion - Modification to DA/967/2013 - 405 Lot Subdivision at 85 Kanangra Drive Crangan Bay

Moved: Councillor Pilon

Seconded: Councillor Marquart

That Council rescind the following resolution carried at the Ordinary Meeting of Council held on 29 October 2018:

- 1104/18 *That Council approve the modification to Development Consent 967/2013 having regard to the matters for consideration detailed in Sections 4.55 and 4.15 of the Environmental Planning and Assessment Act 1979 and other relevant issues including the upgrade of the Pacific Highway/Kanangra Drive intersection is to be undertaken prior to the release of the subdivision certificate for stage 2 of the residential subdivision.*

1105/18 That Council advise those who made written submissions of its decision.

1106/18 That Council advise those Government Authorities who made written submissions of Council's decision.

For:

Councillors Marquart, Gale Collins, Pilon and Burke

Against:

Mayor Smith and Councillors Holstein, Mehrstens, Sundstrom, Matthews, MacGregor, Greenaway, Hogan and Best

Abstain:

Councillor McLachlan

The Rescission Motion was put to the vote and declared LOST.

Procedural Motion

Councillor Best left the chamber at 11.10pm and did not return. He did not take part in confidential discussion or voting of this item.

Moved: **Councillor Burke**

Seconded: **Mayor Smith**

Resolved

1040/18 That Council consider a motion of urgency regarding a Confidential Rescission Motion - Council to Support Wallarah 2 Coal Mine Legal Challenge.

For:

Mayor Smith and Councillors Marquart, Holstein, Gale Collins, Pilon, McLachlan and Burke

Against:

Councillors Mehrstens, Sundstrom, Matthews, MacGregor, Greenaway and Hogan

Procedural Motion – Closed Session

Councillor Best left the chamber at 11.10pm and did not return. He did not take part in confidential discussion or voting of this item.

Moved: **Mayor Smith**

Resolved

1041/18 That the meeting move into Confidential Session.

For:

Mayor Smith and Councillors Marquart, Holstein, Gale Collins, Pilon, McLachlan and Burke

Against:

Councillors Mehrtens, Sundstrom, Matthews, MacGregor and Hogan

Abstain:

Councillor Greenaway

At this stage of the meeting being 11.13pm the meeting moved into Confidential Session with the members of the press and public excluded from the closed session and access to the correspondence and reports relating to the items considered during the course of the closed session being withheld. This action is taken in accordance with Section 10A(2) of The Local Government Act, 1993 as the items listed come within the following provisions:-

10A Which parts of a meeting can be closed to the public?

(2) The matters and information are the following:

a) personnel matters concerning particular individuals (other than councillors);

.....

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

The meeting resumed in open session at 12.27pm and the Chief Executive Officer reported on proceedings of the confidential session of the ordinary meeting as follows:

**U7/18 Urgency Motion - Council to Support Wallarah 2 Coal Mine Legal Challenge
Councillor Chris Burke**

The Mayor determined that it was appropriate that Council determine whether this matter should be considered as a matter of urgency.

Councillor Best declared a pecuniary interest in this item because he is General Manager of Central Coast Training Group and they manage Wallarah 2 Coal Project's Apprentice Program. Councillor Best left the chamber at 11.10pm and did not return. He did not take part in discussion or the voting of this item.

Moved: *Councillor Burke*

Seconded: *Councillor Marquart*

That Council rescind the following resolutions carried at the Ordinary Meetings of Council held on 28 May 2018 and 27 August 2018 respectfully:

492/18 That the Council provide funding of \$200,000 to Australian Coal Alliance Incorporated for the specific purpose of engaging a suitable expert(s) to provide evidence in the proceedings in respect of the issues of concern to the Council, noting leave must first be granted in the judicial review proceedings for such expert evidence to be presented.

- 493/18 *That Council request the Acting Chief Executive Officer enter in to an agreement with Australian Coal Alliance Incorporated, and if necessary with the solicitors acting for the Australian Coal Alliance Incorporated, that provides for proper and transparent accounting of the funding provided to Australian Coal Alliance Incorporated by Council as well as the return of such of that funding that might be recovered by Australian Coal Alliance Incorporated pursuant to a costs order in its favour in the judicial review proceedings.*
- 881/18 *That resolution of 492/18 of the Ordinary Meeting of the Council on 28 May 2018 be amended by deleting all words after "Incorporated".*

A division was called by Councillors Marquart and Burke

For:

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

Against:

*Mayor Smith and Mehrtens, Sundstrom,
Matthews, MacGregor, Greenaway and
Hogan*

The Rescission Motion was put to the vote and declared LOST.

Questions on Notice

Q216/18 QON - Subdivision of the Meadows Rd/ Robina Parade, Springfield Councillor Jeff Sundstrom

At the time of the subdivision of the Meadows Rd / Robinia Pde Springfield development, was there a requirement for section 94 contributions? If so, how was the money spent? Do any funds remain?

Q217/18 QON - Community Forum Speakers Councillor Jeff Sundstrom

Is there an issue preventing potential speakers from registering to speak at the community forum? I was made aware tonight that a community member that made an attempt to register that she thought was successful and another that attempted unsuccessfully 6 times to register. Neither community member was successfully registered.

Q218/18 QON - Community Garden Policy/Programme Councillor Kyle MacGregor

Does Central Coast Council currently have a community garden policy or programme? In the event that we do not, are staff currently in the process of formulating one or does council have intention to develop one?

Q219/18 QON - Changing a road, street or laneways name
Councillor Kyle MacGregor

Is Council able to clarify what role, if any, Council can have in altering or changing a road, street or laneways name in the Central Coast Council area?

Q220/18 QON - Airport Masterplan on Internet
Councillor Jilly Pilon

Can staff please confirm if the AMP on the Council Website? If not, can staff please advise why it was taken down?

Q221/18 QON - Economic Development Officer, Innovation and Futures Directorate
Councillor Bruce McLachlan

Will there be an appointment of a dedicated Economic Development Officer/s in the new Dept of Innovation?

Q222/18 QON - Director Insurance for Councillors
Councillor Bruce McLachlan

Would it be possible for Council to please make enquires into providing Directors Insurance for Councillors, to cover possible individual claims against Councillors?

Q223/18 QON - Nissan Hut Ownership
Councillor Louise Greenaway

Could we be provided please with information surrounding the ownership and plans for the Nissan Hut at 1A Jacques St, Ourimbah as there appears to be works being undertaken there presently.

Q224/18 QON - Public Release Documents
Councillor Louise Greenaway

The previous council website had the Airport proactive release documents prominently displayed on its own page. The current site has the documents in a far less accessible and they are very difficult to find. Would it be possible to improve this aspect of the website?

Q225/18 QON - Revenue Raised from Fines
Councillor Jillian Hogan

Could staff please provide a breakdown of revenue raised from fines in the last financial year, by type?

Q226/18 QON - Organisational Chart
Councillor Jillian Hogan

Could the CEO please provide an org chart showing recently revised structure changes – including Directorate, relevant units and responsibilities?

Q227/18 QON - Funds for Dredging on St Huberts Island
Councillor Rebecca Gale Collins

What happened to the funds raised by residents for dredging on St Hubert's Island in former GCC.

Q228/18 QON - Hut on Lion's Park
Councillor Rebecca Gale Collins

Is the new hut going to stay erected on Lion's Park as it wasn't on the plans and residents are discontent with positioning.

The Meeting closed at 12.35am.



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

26 November 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-05 - D13385275

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)(c) of the Local Government Act 1993 for the following reasons:

Item: 7.1 Tender CPA/1298 – After Hours Call Centre

Reason for considering in closed session:

2(c) – Contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

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: Acquisition of Land at Narara by way of "Gift" from Landowner
Department: Roads Transport Drainage and Waste

26 November 2018 Ordinary Council Meeting

Trim Reference: F2018/00119 - D13324722
Author: Simone Barwick, Property Officer Land Sales Acquisitions
Manager: Brett Sherar, Unit Manager, Open Space and Recreation
Manager: Paul Forster, Section Manager, Property and Infrastructure Services
Executive: Boris Bolgoff, Director, Roads Transport Drainage and Waste

Report Purpose

Approval is sought to acquire land at 151B Narara Valley Drive, Narara by way of a "gift" from the owner and his family as they no longer have any use for the parcel of land and feel that Council could benefit from this parcel of land.

Recommendation

- 1 *That Council defer this report and consider the matter at the first Ordinary Meeting of Council in 2019 with the provision of additional information.***

Context

The owner of Lot 118 DP 880719 has offered to transfer the land at no cost to Council as they no longer have any use for the parcel of land and feel that Council could benefit from this parcel of land.

Lot 118 DP 880719 is 3,938m² and has a split zoning with the western part of the lot zoned SP2 Infrastructure to allow for the proposed Narara by-pass road, and the eastern part of the lot zoned E2 Environmental Conservation. It is understood that the current preferred option for the route of the by-pass road will not affect Lot 118.

There are a number of easements across the property including for transmission lines, sewerage and water supply.

2.1 Acquisition of Land at Narara by way of "Gift" from Landowner (contd)

The land is identified as being flood prone and identified for acquisition. The following Section 149 message relates to the property:

The part of the land is affected by a proposed (5d) road reservation which has an area of 1,288m² and the remainder of Lot 118 which has a mixed zoning of 5(a) special uses drainage has an area of 2,650m². The road reservation was originally for the potential for the proposed Narara by-pass being an alternative route along Railway Cres and through the rear of Lot 118, however due to the proposal to widen the Pacific Highway to 4 lanes, this proposal will no longer proceed.

This land is identified as being affected by Review of Narara Creek Flood Study (min no. 2013/444) and also by Council's Flood Management Policy.

Lot 118 is one of the few flood prone properties in the local area that is not owned or managed by Council.

Assessment

The vegetation on Lot 118 is identified as Coastal Narrabeen Moist Forest, and Narrabeen Coastal Blackbutt Forest (identified as Regionally Significant Vegetation). While Lot 118 and adjacent land parcels may have some environmental and habitat value, the site is degraded by weed invasion and past land use.

A location plan is attached showing the land offered to Council by way of transfer at no cost outlined red and other parcels surrounding the property outlined yellow and owned by Council which are currently zoned RE1 Public Recreation, Multiple Zones, SP2 Infrastructure.

Consultation

Council's Flooding and Drainage Engineer, has expressed his support of Council accepting the dedication of the land since it would increase options for flood mitigation along that part of Narara Creek. Modelling for installation of a levee is currently being undertaken in that area.

The land will be of no use to the current land owner and if council does not accept as a gift it would ultimately affect Council's options for flood mitigation works along Narara Creek.

Financial Impact

As the land will be transferred to Council at no cost the only financial impact on Council will be by way of any transaction/transfer/registration fees to Council estimated to be less than \$1,000.

Link to Community Strategic Plan

Theme 4: Responsible

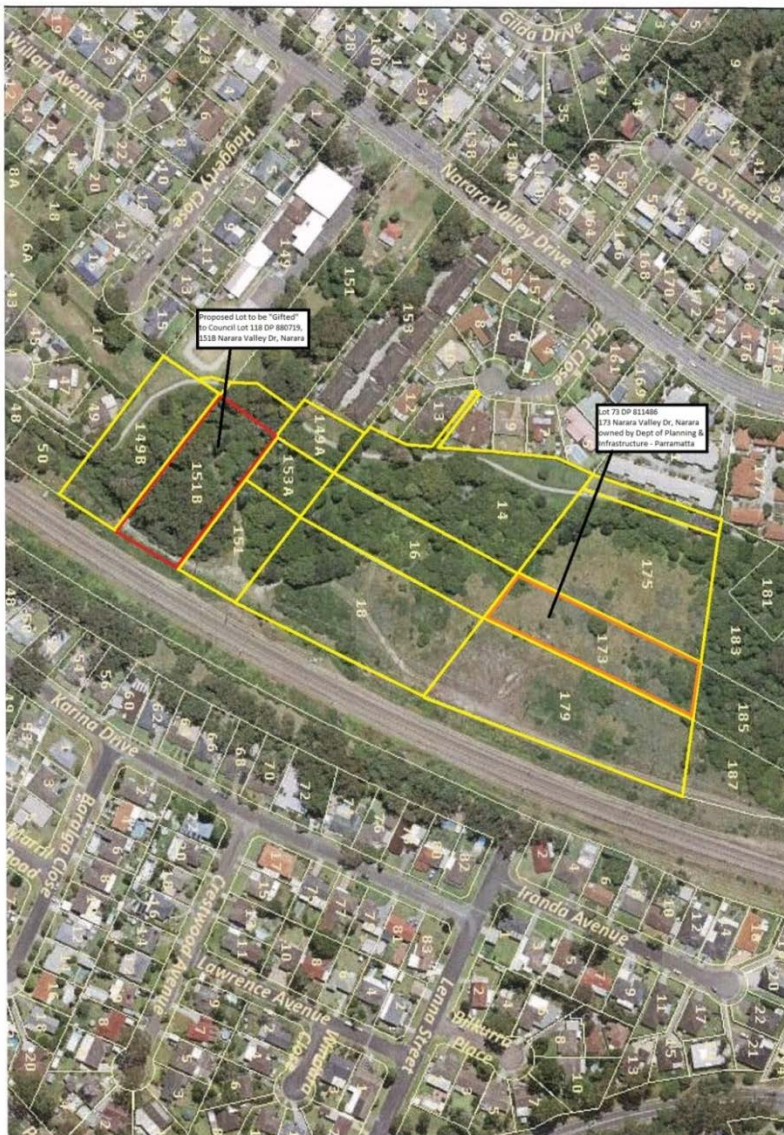
Goal E: Environmental resources for the future

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.

Critical Dates or Timeframes

There are no critical dates associated with this recommendation.

Location Plan including proposed acquisition (outlined in red)



Attachments

Nil.

Item No: 2.2
Title: Proposed Lease of Land at 90 Osborne Ave Umina to Umina Beach Mens Shed
Department: Assets, Infrastructure and Business



26 November 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-05 - D13371552

Author: Paul Forster, Section Manager, Property and Infrastructure

Manager: David Norbury, Acting Unit Manager, Leasing and Asset Management

Executive: Julie Vaughan, Director, Connected Communities

Report Purpose

Council has had representation from Umina Beach Men's Shed Group to seeking to lease Council land Lot 13 DP 863180, 90 Osborne Ave Umina Beach.

This report is to gain Council approval to seek expressions of interest for the use and lease of Lot 13 DP 863180, 90 Osborne Ave Umina Beach.

Recommendation

- 1 Council seek Expressions of Interest for the lease and redevelopment of Council land Lot 13 DP 863180 at 90 Osborne Ave Umina Beach.**
- 2 Subject to a suitable Expression of Interest being received, Council proceed to lease the land in Item 1 for the purpose of development and as owner of the land sign the applicants proposed Development Application.**

Background

Council owns a parcel of land being Lot 13 DP 863180 at 90 Osborne Ave Umina Beach. The land is Water and Sewer land, is classified Operational and is zoned RE1 Public Recreation.

The land is predominantly covered with hardstand area and is used as an informal overflow car park for PCYC during irregular large events. It is affected by high voltage power line easements and sewer infrastructure.

The land is not serviced by water, sewer or electricity.

The subject land may be made available for lease and development within the limitations of the RE1 Public Recreation zoning and subject to agreement being reached with an appropriate group.

Request from Umina Beach Men's Shed Group

The Umina Beach Men's Shed Group has representation to Council to make available to it Lot 13 DP 863180 at 90 Osborne Ave, Umina Beach for the purpose of relocation of its men's shed operation from Peninsula Villages at 109 Birdwood Ave, Umina Beach.

The request by the Men's Shed group is driven by the need to expand its operation and to ensure that if it's current privately own facility becomes unavailable, the Men's Shed Group would not cease operation. The Peninsula Village site is now too small to cater for a growing membership and it needs a site on which to construct a larger men's shed

The Umina Beach Men's Shed Group has asked for a nominal rent lease with them paying all outgoings. They would seek funding to construct any development on the site.

Any site constraints would not preclude a development like this.

Consultation

The Water and Sewer directorate has been consulted as this is identified as Water and Sewer land but they have stated that they would not object to sale, lease or development of the land. A sewer vent and sewer gravity main are located on the land and as such any development, if approved, would be required to comply with Councils Building Over or Adjacent to Councils Sewer and Water Main Guidelines.

Options

1. Council seek Expressions of Interest for the lease and redevelopment of Council land Lot 13 DP 863180 at 90 Osborne Ave Umina Beach. - **Recommended**
2. Council approve the lease of Lot 13 DP 863180 at 90 Osborne Ave Umina Beach to Umina Beach Men's Shed for nominal rent conditional on the Men's Shed paying all associated costs and receiving Development Consent, also agree to allow the Men's Shed group to lodge a Development Application for redevelopment of the site with a Men's Shed.
3. Council does not support any changes to the current use of Lot 13 DP 863180 at 90 Osborne Ave Umina Beach.

Financial Impact

Should Council agree to make its land available for development as a Men's Shed or alternate community use, it is expected that all costs associated with the development would be borne by the applicant and if a lease is agreed to, that all costs associated with a lease including services would be payable by the lessee.

2.2 Proposed Lease of Land at 90 Osborne Ave Umina to Umina Beach Mens Shed (contd)

In this case a nominal rent lease could be entered into with no financial impact on Council.

Link to Community Strategic Plan

Theme 1: Belonging

Goal D: A place of opportunity for people

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

Aerial photograph showing 90 Osborne Ave Umina Beach outlined blue



Attachments

Nil.



Item No: 3.1
Title: 2018-19 Q1 Business Report
Department: Finance and Information

26 November 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-05 - D13387192
Author: Mellissa McKee, Financial Controller
Manager: Vivienne Louie, Unit Manager, Financial Performance
Executive: Shane Sullivan, Acting Director Governance

Report Purpose

This paper reports on Central Coast Council's performance progress as measured against the organisation's Operational Plan for 2018-19 to 30 September 2018 (Q1). The report covers the progress on the operational plan activities for the period to 30 September 2018. The financial performance covers the period from 1 July 2018 to 30 September 2018.

Recommendation

- 1 That Council receive Central Coast Council's Q1 Business Report on progress against Central Coast Council's 2018-19 Operational Plan.**
- 2 That Council note that Council's Responsible Accounting Officer has declared the financial position of Central Coast Council to be satisfactory.**
- 3 That Council approve the proposed budget amendments included in Central Coast Council's Q1 Business Report for 2018-19.**

Context

The enclosed report is the 2018-19 Q1 Business Report for Central Coast Council. It incorporates reporting on the progress of actions and targets against the objectives of the Operational Plan and a Quarterly Budget Review Statement.

Clause 203 of the *Local Government (General) Regulation 2005* requires that no later than two months after the end of the each quarter (except the June quarter), the Responsible Accounting Officer of Council must prepare and submit to Council a Quarterly Budget Review Statement that shows a revised estimate of the income and expenditure for that year.

Sub-section 404(5) of the *Local Government Act 1993* requires that Council report as to its progress with respect to its actions and targets against the objectives of the Operational Plan, at least every six months. This report contains progress information for Quarter 1 and is prepared to coincide with the Quarterly Budget Review Statement.

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

Current Status

The 2018-19 Q1 Business Report, is included as an attachment, and reports on progress for the year to 30 September 2018 (Q1 YTD), against the 2018-19 Operational Plan, including budget.

At the end Q1 Council's overall progress in delivering the actions and targets against the Delivery Program and Operational Plan for 2018-19 has tracked well. Of the total 157 actions / targets, 4 projects were completed, 140 were on target, 10 were behind schedule and 3 were deferred.

Highlights over the Q1 period include NAIDOC Week, with this year's theme celebrating the contribution Aboriginal and Torres Strait Islander women have made to their communities; celebrating Laycock Street Community Theatre turning 30 with a sausage sizzle held and performances by Gosford Musical and Youth In Performing Art; partnering with 38 tourism related businesses to deliver a new visitor campaign for the Central Coast, titled, *Have a Little Adventure*; commencing detailed designs for the Gosford Cultural Precinct which will revitalise the city centre and create a hub for local residents, visitors and tourists to meet, relax, connect and learn; exhibition of key documents including the draft Climate Change Policy and the draft Affordable and Alternative Housing Strategy; launching the *ParkSpot* app, providing real time information on parking availability for Terrigal, and ultimately making it easier for people to plan and park; supporting the NSW Government's Active Kids Rebate scheme, with vouchers redeemable at any of Council's five leisure centres including Gosford Olympic Pool, Peninsula Leisure Centre, Toukley Aquatic Centre, Lake Haven Recreation Centre and Wyong Olympic Pool.

The year to date (YTD) operating result (excluding capital grants and contributions) shows a favourable variance of \$13.8M, consisting of an actual surplus of \$186.0M compared to a budget surplus of \$172.2M. For more information please refer to sections 1.1 and 2.2 of Attachment 1.

The Q1 YTD operating surplus (including capital grants and contributions) is favourable to budget by \$18.5 million, consisting of an actual surplus of \$197.8 million compared to a Q1 YTD budgeted surplus of \$179.3 million. For more information please refer to sections 1.1 and 2.2 of Attachment 1.

These results are reported in accordance with the Local Government Code of Accounting Practice and Financial Reporting (Guidelines) which requires Council to recognise rates income at the beginning of the financial year when levied. The impact of this on Council's operating results is a large surplus at the beginning of the financial year which will reduce as the year progresses as Council incurs expenditure from delivering services to the community.

Q1 YTD capital expenditure was \$26.4 million compared to a year to date budget of \$39.0 million. The variance is the result of a number of factors, including project savings through efficiencies and optimisation of delivery methods; changes in project scope, delivery of projects in stages; availability of external consultants or contractors; and reductions or delays due to Council resolutions.

This Q1 review proposes an increase to the capital expenditure program of \$6.0 million, resulting in a full year budget of \$227.0 million.

Consultation

All Units of Council were consulted during the development of this Report.

Options

Quarterly reporting of Council's financial performance is mandatory under the *Local Government (General) Regulation 2005*.

Financial Impact

Budget adjustments are proposed in this report and are detailed in the attached 2018-19 Q1 Business Report.

Budget adjustments are proposed after considering the service delivery impact, alternative options and deliverables under the delivery program. The Q1 proposed operating deficit excluding capital grants and contributions is forecast to be \$4.4 million. This is an unfavourable movement of \$4.5 million from the original budgeted surplus of \$0.1 million. The proposed operating surplus *including* capital grants and contributions is forecast to decrease to \$45.5 million from the original budgeted operating surplus of \$48.5 million which is a decrease of \$3.0 million.

Since the adoption of the 2018-19 Operational Plan (including Council's operating and capital works budgets) Council resolved that the following budget adjustments be included in the 2018-19 budget:

- Dredging of Ettalong Channel – budget adjustment resulting in a net increase in operating expenditure of \$0.5 million – to reflect \$1.0 million in operating expenditure and \$0.5 million grant funding
- Insurance policy savings reducing operating expenditure by \$0.3 million
- Additional funding for Community Grants increasing operating expenditure by \$0.3 million
- Additional funding for Grant McBride Baths for lifeguard patrols trial from April to September- \$13.5K
- Reduction in capital contributions from the community for footpaths and kerb and guttering works - \$0.2 million

Adjustments proposed to be adopted as part of the Q1 budget review include:

- Move Non-Domestic Waste Annual Charges budget from User Charges and Fees to Rates and Annual Charges - \$2.1 million
- Move income from User Charges and Fees to Other Revenue - \$0.6 million
- Employee medical expenses moved from Other Expenses to Employee Costs - \$0.7 million
- Recognising additional operating grants – Natural & Environmental Assets and Better Waste and Recycling Fund - \$1.1 million
- Recognising additional capital grants and contributions for Somersby Industrial Park - \$1.7 million
- Additional resources required to deliver the 2018-19 operational plan targets and outcomes partially funded by savings in materials and contracts \$3.1 million

The Council approved budget amendments and further proposed Q1 adjustments will move the original budget operating surplus (excluding capital grants and contributions) from \$64K to an operating deficit of \$4.4 million. Council staff will continue to review operational costs for further savings to reduce the deficit and ensure that Council is in a satisfactory position at year end with regard to estimated operating income and expenditures. For more information please refer to section 3.1 of Attachment 1.

Council's capital works program is constantly being reviewed to identify differences from the original capital works plan to better understand whether these deviations are due to delays, variation to estimates, phasing, changed priorities, weather, availability of grant funding or other factors. Council's review of capital projects has resulted in a proposed budget increase of \$6.0 million, increasing the full year capital works program to \$227.0 million. Of the \$6.0M increase in the capital works program \$4.7M is due to confirmation of grant funding. The grant funding income will be recognised in the 2018-19 budget (or future years) when the timing of grant funding payments is confirmed. For more information please refer to section 3.3 of Attachment 1.

Critical Dates or Timeframes

Sub-clause 203(1) of the *Local Government (General) Regulation 2005* requires a Council's Responsible Accounting Officer to prepare and submit a quarterly budget review statement to the Council within two months of the end of each quarter (excluding June). The Q1 Business Report is to be presented to by Council before 30 November 2018.

Social Impacts

The Operational Plan Q1 Business Report is a key method for Council to maintain accountability and transparency with the community. The Plan focuses on the delivery of key projects along with essential services and the maintenance of the assets Council utilised to deliver services to the community. It reflects the Quadruple Bottom Line of *Community, Environment, Economy and Governance and Leadership*.

Environmental Considerations

The section 'Delivery against the adopted Operational Plan 2018-19' reflects the Quadruple Bottom Line of *Community, Environment, Economy and Governance and Leadership*. It includes progress reporting and achievements in the theme of 'Environment' over the reporting period.

Summary

Councils are required to prepare Quarterly Budget Review Statements, which present a summary of Council's financial position at the end of each quarter. It is the mechanism whereby the community are informed of Council's progress against the Operational Plan and the budget along with recommended changes and reasons for major variances.

It is recommended that Council adopt the proposed budget adjustments and note that Council's projected financial position as at 30 June 2019 will be satisfactory.

Attachments

1 2018-19 Q1 Business Report (1 July 2018 to 30 September 2018) Enclosure D13386751

Item No: 3.2

Title: Proposed Council Meeting Dates 2019

Department: Governance



26 November 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-05 - D13374339

Author: Kathy Bragg, Acting Section Manager, Governance

Manager: James Taylor, Acting Unit Manager, Governance and Business Services

Executive: Shane Sullivan, Acting Director Governance

Report Purpose

To determine the Ordinary Council Meeting dates for 2019.

Recommendation

- 1 That Council adopt the proposed Ordinary Council Meeting dates for 2019.**
- 2 That Council, in accordance with clause 232 of the NSW Local Government (General) Regulation 2005, publish the 2019 Ordinary Council Meeting dates in the local newspaper.**

Context

Council's Code of Meeting Practice states, at Part D section 1:

- 1 Ordinary Meetings of Council will be held on:
 - (a) the second Monday of the months of February to December inclusive at 49 Mann Street, Gosford commencing at 6.30pm.
 - (b) the fourth Monday of the months of February to November inclusive at 2 Hely Street, Wyong, commencing at 6.30pm.

Section 365 of the *NSW Local Government Act 1993* states that the Council is required to meet at least 10 times each year, each time in a different month.

The gazetted public holiday for Australia Day is Monday, 28 January 2019 so it is proposed that the first Ordinary Council Meeting for 2019 will be held on Tuesday, 29 January 2019 at 6.30pm at the Wyong Council Chambers.

Therefore the schedule of Ordinary Council Meetings for Central Coast Council for 2019 is as follows:

3.2 Proposed Council Meeting Dates 2019 (contd)

Date	Time	Location
29 January 2019	6.30pm	2 Hely Street, Wyong
11 February 2019	6.30pm	49 Mann Street, Gosford
25 February 2019	6.30pm	2 Hely Street, Wyong
11 March 2019	6.30pm	49 Mann Street, Gosford
25 March 2019	6.30pm	2 Hely Street, Wyong
8 April 2019	6.30pm	49 Mann Street, Gosford
23 April 2019 <i>(to allow for Easter Monday)</i>	6.30pm	2 Hely Street, Wyong
13 May 2019	6.30pm	49 Mann Street, Gosford
27 May 2019	6.30pm	2 Hely Street, Wyong
11 June 2019 <i>(to allow for Queen's Birthday)</i>	6.30pm	49 Mann Street, Gosford
24 June 2019	6.30pm	2 Hely Street, Wyong
8 July 2019	6.30pm	49 Mann Street, Gosford
22 July 2019	6.30pm	2 Hely Street, Wyong
12 August 2019	6.30pm	49 Mann Street, Gosford
26 August 2019	6.30pm	2 Hely Street, Wyong
9 September 2019	6.30pm	49 Mann Street, Gosford
23 September 2019	6.30pm	2 Hely Street, Wyong
7 October 2019 <i>(to allow for LGNSW Annual Conference 14-16 October)</i>	6.30pm	49 Mann Street, Gosford
28 October 2019	6.30pm	2 Hely Street, Wyong
11 November 2019	6.30pm	49 Mann Street, Gosford
25 November 2019	6.30pm	2 Hely Street, Wyong
9 December 2019	6.30pm	49 Mann Street, Gosford

Clause 232 of the *NSW Local Government (General) Regulation 2005* states:

- (1) *This clause prescribed the manner in which the requirements outlines in section 9(1) of the Act are to be complied with.*

3.2 Proposed Council Meeting Dates 2019 (contd)

- (2) *A notice of meeting of a council or of a committee must be published in a newspaper circulating in the area before the meeting takes place.*
- (3) *The notice must specify the time and place of the meeting.*
- (4) *Notice of more than one meeting may be given in the same notice.*
- (5) *This clause does not apply to an extraordinary meeting of a council or committee.*

It is proposed that the above 2019 schedule of meetings be published in a December edition of the Central Coast Express Advocate.

Councillors, in the 26 October 2018 Councillor Update, were asked to complete a survey by 2 November 2018, on their preferences regarding the day and the time Council meetings are held. The results of this survey have been provided to all Councillors and the meeting dates proposed are consistent with these results.

Link to Community Strategic Plan

Theme 4: Responsible

Goal G: Good governance and great partnerships

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

Attachments

Nil.



Item No: 3.3
Title: Councillor Appointment to the Indigenous Co-ordination Committee
Department: Governance

26 November 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-05 - D13347700
Author: Kathy Bragg, Acting Section Manager, Governance
Manager: James Taylor, Acting Unit Manager, Governance and Business Services
Executive: Shane Sullivan, Acting Director Governance

Report Purpose

At its meeting held on 14 May 2018 Council resolved to establish an Indigenous Co-ordination Committee (the Committee).

The purpose of this report is to appoint two Councillors to the Committee, as well as present the draft Terms of Reference for the Committee.

Recommendation

- 1 That Council appoint the following two Councillors to the Indigenous Co-ordination Committee.**
 - a Councillor < >**
 - b Councillor < >**
- 2 That Council note the draft Terms of Reference for the Indigenous Co-ordination Committee.**

Context

At its meeting held on 14 May 2018, Council resolved:

- 379/18 That Council establish an Aboriginal Coordination Committee, which is to have amongst its purposes the following objectives:*
- a. Foster an effective working relationship between the Central Coast Council and the Darkinjung Local Aboriginal Land Council;*
 - b. Enhance cultural, economic, environment and social outcomes for the people of the Central Coast region;*
 - c. Improve relations between Aboriginal and non-Aboriginal Australians; and*
 - d. Explore Aboriginal tourism opportunities.*

3.3 Councillor Appointment to the Indigenous Co-ordination Committee (contd)

- 380/18 *That Council request the Acting Chief Executive Officer provide suggested Terms of Reference and process for appointments to the Committee to the next Ordinary Meeting of Council.*
- 381/18 *That Council enter into a Memorandum of Understanding with Darkinjung Local Aboriginal Land Council that is consistent with the objectives set out in resolution 1 above.*
- 382/18 *That Council engage in the broader Aboriginal community through the development of the Reconciliation Action Plan.*

Advice has been received that it is more appropriate to call the Committee the Indigenous Co-ordination Committee so the proposed name of the Committee has been amended accordingly.

As stated in the resolution above, the objectives of the Indigenous Co-ordination Committee are to:

- a Foster an effective working relationship between the Central Coast Council, Darkinjung Local Aboriginal Land Council and Barang Regional Alliance;
- b Enhance cultural, economic, environment and social outcomes for the Indigenous people of the Central Coast region;
- c Improve relations between Aboriginal and non-Aboriginal Australians; and
- d Explore Aboriginal cultural and tourism opportunities.

Council has entered into a Memorandum of Understanding (MOU) with the Darkinjung Local Aboriginal Land Council (LALC).

The MOU sets out the membership of the Indigenous Co-ordination Committee as:

- Darkinjung LALC Chairperson
- Darkinjung LALC Deputy Chairperson
- Darkinjung LALC Chief Executive Officer
- Two Darkinjung LALC Board Members
- Mayor – Central Coast Council
- Deputy Mayor – Central Coast Council
- **Two Councillors – Central Coast Council**
- Central Coast Council Chief Executive Officer

In addition, representatives from the Barang Regional Alliance Board will be invited to sit on the Committee.

Councillors were requested in the 5 October 2018 Councillor Update to nominate by 19 October 2018 if they wished to be on the Committee.

3.3 Councillor Appointment to the Indigenous Co-ordination Committee (contd)

To date no nominations have been received.

The Mayor and Deputy Mayor are existing members of the Committee, as set out in the MOU.

Draft Terms of Reference for the Committee have been created and are attached to this report. These draft Terms of Reference will be presented to the Committee for their review, and then will be reported back to Council for adoption.

Link to Community Strategic Plan

Theme 4: Responsible

Goal G: Good governance and great partnerships

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

Attachments

- | | | |
|----------|--|-----------|
| 1 | Draft Terms of Reference - Indigenous Coordination Committee | D13371246 |
|----------|--|-----------|

Draft Terms of Reference – Indigenous Coordination Committee



1. Role

Central Coast Council has an adopted Community Strategic Plan and Delivery Plan that will shape all activities and projects over the next four years. Council's Committees are an important mechanism for consultation, advice and feedback to Council staff on implementation and review of the Community Strategic Plan.

The role of the Indigenous Coordination Committee is to foster a partnership between Central Coast Council and the Darkinjung Local Aboriginal Land Council (LALC) which will address matters relating to the cultural, economic, environmental and social outcomes for the people of the Central Coast region.

2. Responsibilities

The Committee is responsible for:

- Fostering effective working relationships between Central Coast Council and the Darkinjung Local Aboriginal Land Council.
- Enhancing cultural, economic, environmental and social outcomes for the people of the Central Coast Region.
- Improving relations between Indigenous and non-Indigenous Australians.
- Exploring Indigenous tourism opportunities.

3. Membership, Voting and Quorum.

Membership (Voting Members)

- Darkinjung LALC Chairperson (Matthew West)
- Darkinjung LALC Deputy Chairperson (Barry Duncan)
- Darkinjung LALC Chief Executive Officer (Geoff Scott)
- Two Darkinjung LALC Board Members
- Mayor, Central Coast Council
- Deputy Mayor, Central Coast Council
- Two Central Coast Council Councillors
- Central Coast Council Chief Executive Officer or delegate

Draft Terms of Reference – Indigenous Coordination Committee



The staff holding the following Central Coast Council positions may attend Committee meetings:

- Director Connected Communities, or their delegate
- Unit Manager Community Partnerships
- Unit Manager Corporate Strategy and Performance
- Unit Manager Community Engagement
- Representatives from General Counsel

Council officers will provide professional advice and administrative support. Employees of the Council are not subject to the direction of Committee or any members of it. Staff attendance is at the discretion of the Chief Executive Officer.

Non-staff members appointed to the Committee are appointed for the remainder of the current Council term, although membership can be altered at any time by a resolution of Council.

Membership can be withdrawn by resolution of Council.

If a member misses three consecutive meetings without apology, their membership may be withdrawn and their position deemed vacant.

Casual Vacancy

A casual vacancy is caused by the resignation or death of a member or the withdrawal of membership. To fill a casual vacancy:

- The Advisory Group staff contact will report the vacancy to the Advisory Group and then to the next available Council meeting.
- If the member was nominated as a representative of an organisation, it will be recommended that the organisation be invited to nominate a replacement member.
- Where the vacancy occurs within nine months of the end of the term of the Advisory Group the vacancy will not be filled.

Chairperson

The Chairperson is a Councillor. The Chairperson is to have precedence at the meeting and shall determine the order of proceedings, generally as set out in the Agenda.

Where the Mayor is appointed to be a delegate to the Committee it is not necessary that the Mayor be the Chairperson.

Draft Terms of Reference – Indigenous Coordination Committee



Convenor

A Central Coast Council staff position shall be nominated as convenor by the Chief Executive Officer. They will be a staff member responsible for coordinating the preparation of agendas, invitations and minutes (meeting records).

The Director Connected Communities shall be the convenor of the Indigenous Coordination Committee.

Voting

No formal voting rules apply. Committee recommendations are to be made by consensus. Where consensus cannot be reached, a vote may be taken at the request of the Chairperson. The vote will be carried by a majority of voting members. The meeting record would reflect this process.

Council is the decision making body and the Committee provides recommendations for consideration.

The Committee may agree to allow participation in meetings through conference calls and other technology. As no formal voting rules apply, there is no proxy voting.

Quorum

The Quorum for a meeting is half the Committee voting membership plus one and must include at least one Councillor.

However the Chairperson shall use their discretion to determine if a meeting should be postponed due to insufficient members being able to attend.

4. Meetings

- Meetings are held quarterly;
- The Chairperson has the authority to call additional meetings;
- The agenda and meeting papers will be distributed to members at least three days prior to the meeting;
- Meetings will be recorded by the taking of minutes (meeting record) – the minutes will document agreed outcomes and will not record discussions.

5. Communications and reporting

The agendas and meeting records of the Committee will be stored as a permanent record of Council. All agendas and meeting records will be published on Council's website.

Draft Terms of Reference – Indigenous Coordination Committee



Where the Committee recommends an action that is outside the delegation of staff to determine, a report will be provided to Council.

Staff will prepare the report that recommends that Council note the meeting record of the Committee. Reporting of Committee recommendations to Council will be reported as Committee Recommendations without change. Staff will also provide professional commentary on the Committees recommendation and provide a staff recommendation which may or may not align to that of the Committee.

Council may then, at its discretion, resolve to adopt some or all of the Committees recommendations.

Where the Committee has not recommended an action, the meeting record will be reported to Council as an Information Report only.

6. Conduct

Code of Conduct training will be provided to all Advisory Group members, and must be completed prior to attending a meeting of the Advisory Group.

Each member of the Advisory Group will be provided with Council's adopted Code of Conduct and the Conduct of members is expected to be consistent with the principles outlined in the Code of Conduct.

For the avoidance of doubt, members of the Advisory Group are not permitted to speak to the media or make representations on social media on behalf of the Advisory Group or Council unless approved by Council.

Item No: 3.4
Title: Response to Notice of Motion - Electoral Leniency
Department: Governance



26 November 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-05 - D13374626

Author: Kathy Bragg, Acting Section Manager, Governance

Manager: James Taylor, Acting Unit Manager, Governance and Business Services

Executive: Shane Sullivan, Acting Director Governance

Report Purpose

To report to Council the response received from the NSW Electoral Commissioner in response to Council's request for electoral leniency around the failure to vote provisions of the *NSW Local Government Act 1993* (the Act).

Recommendation

That Council note the response received from the NSW Electoral Commissioner as set out in Attachment 2.

Context

At its meeting held on 9 October 2017 Council resolved:

- 651/17 *That Council notes that the first election of the Central Coast Council involved a new local government area divided into five wards, which were likely to be unfamiliar to and potentially confusing to some resident electors.*
- 652/17 *That Council request that the NSW Electoral Commissioner exercise appropriate discretion and leniency when exercising the following statutory discretions:*
- a When determining, for the purposes of s.314(1) of the Local Government Act 1993, whether a resident appears to not have sufficient reason for failing to vote at the September 2017 election, and;*
 - b When determining, pursuant to s.314(6)(e) of that Act, whether a reason given by any such resident is acceptable to the Commissioner.*

Section 314(6) of the Act states:

- (6) *For the purposes of this section, it is a sufficient reason for a failure by a resident to vote if the Electoral Commissioner is satisfied that the resident:*

- (a) *is dead, or*
- (b) *was absent from the area on polling day, or*
- (c) *was ineligible to vote, or*
- (d) *had an honest belief that he or she had a religious duty to abstain from voting, or*
- (e) *was unable to vote for any other reason acceptable to the Electoral Commissioner.*

Council subsequently wrote to the Electoral Commissioner on 8 October 2018 outlining that the first election of Central Coast Council involved a new local government area, divided into five wards, and that these new wards were likely to be unfamiliar to, and potentially confusing to some resident electors.

Council requested that the Electoral Commission exercise appropriate discretion and leniency for future local government elections for Central Coast Council, taking into consideration section 314(6) of the Act, for residents who are unfamiliar with the requirement of voting in their respective ward. A copy of Council's letter can be found at Attachment 1.

Council has received a response from the NSW Electoral Commissioner (Attachment 2). The Electoral Commissioner states that it is not open for the Commissioner under section 314(e) to give a blanket dispensation to a class of residents who may fail to vote at future elections because of their potential unfamiliarity or confusion regarding a council's ward structure. The Commissioner must consider the circumstances of each case as it arises on its individual merits.

The Commissioner suggests that there are other means available to Council to address issues regarding elector awareness. Rather than seeking to establish grounds for excusing people from voting, the Commissioner believes that the NSW Electoral Commission and Council can work together to identify strategies to inform as many eligible electors as possible about voting at future local government elections.

This approach is supported and it is noted that the 2017 Local Government election for Central Coast Council was supplemented with a significant communication plan aimed at raising voter awareness. However, the comments of the NSW Electoral Commission are noted and it is particularly pleasing to see new methods being trialed to promote voter awareness generally.

Link to Community Strategic Plan

Theme 4: Responsible

Goal G: Good governance and great partnerships

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

Attachments

- | | | |
|----------|--|-----------|
| 1 | Letter to NSW Electoral Commissioner - Leniency - Failure to Vote Provisions - 8.10.18 | D13374798 |
| 2 | Response - failure to vote provision - Local Government Act - Electoral Commission NSW | D13370259 |



8 October 2018

Mr John Schmidt
NSW Electoral Commissioner
NSW Electoral Commission
GPO Box 832, SYDNEY NSW 2001

Dear Mr Schmidt

Leniency – Failure to Vote Provisions

At its Ordinary Council Meeting Council considered a Notice of Motion regarding electoral leniency around the failure to vote provisions of the [Local Government Act 1993 \(NSW\)](#) (the Act).

Council noted that the first election of Central Coast Council involved a new local government area, divided into five wards. These new wards were likely to be unfamiliar to, and potentially confusing to some resident electors.

Under section 314(1) of the Act:

The Electoral Commissioner is to serve a penalty notice on each resident who is indicated on the list prepared under section 313 as appearing not to have a sufficient reason for failing to vote at an election.

Section 314(6)(f) of the Act provides that there is sufficient reason for a failure by a resident to vote, if the Electoral Commissioner is satisfied that the resident was unable to vote for any other reason acceptable to the Electoral Commissioner.

Council respectfully requests that you exercise appropriate discretion and leniency for future local government elections for Central Coast Council, taking into consideration section 314(6) of the Act, for residents who are unfamiliar with the requirement of voting in their respective ward.

Yours sincerely

A black rectangular box redacting the signature of the Chief Executive Officer.

Gar
Chief Executive Officer



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Office of the Electoral Commissioner

Mr Gary Murphy
Chief Executive Officer
Central Coast Council
PO Box 20
Wyong NSW 2259

23 October 2018

Dear Mr Murphy

I refer to your letter, dated 8 October 2018, regarding the failure to vote provisions of the Local Government Act 1993 (the Act).

You advise that the Central Coast Council (the Council) has considered a Notice of Motion regarding 'electoral leniency around the [Act's] failure to vote provisions'. I note this issue has arisen in the context of the Council being concerned that, as a new local government area which is divided into five wards, some resident electors are likely to be unfamiliar with, and confused by, the new ward structure.

In this context, the Council has requested that I 'exercise appropriate discretion and leniency for future local government elections for Central Coast Council, taking into consideration section 314(6) of the Act, for residents who are unfamiliar with the requirement of voting in their respective ward'.

The Electoral Commissioner's enforcement role is subject to a detailed statutory scheme which regulates voting at council elections. Voting is made compulsory under section 286 of the Act. Section 312 provides that anyone who does not vote without sufficient reason is guilty of an offence. Section 314(1) requires the Electoral Commissioner to serve a penalty notice on each resident who appears not to have a sufficient reason for failing to vote.

The Electoral Commissioner's discretion in respect of enforcement action for an apparent failure to vote is limited. What constitutes a sufficient reason for failing to vote is set out in section 314(6), namely, that the resident:

- a) is dead; or
- b) was absent from the area on polling day; or
- c) was ineligible to vote; or
- d) had an honest belief that he or she had a religious duty to abstain from voting; or
- e) was unable to vote for any other reason acceptable to the Commissioner.

It is not open to me under section 314(6)(e) to give a blanket dispensation to a class of residents who may fail to vote at future elections because of their potential unfamiliarity or confusion regarding a council's ward structure. I must consider the circumstances of each case as it arises on its individual merits.

I would suggest, however, that there are other means available to the Council to address issues regarding elector awareness. Rather than seeking to establish grounds for excusing people from voting, I believe the Commission and the Council can work together to identify strategies to inform as many eligible electors as possible about voting at future local government elections.

Pursuant to section 296 of the Act, the Electoral Commissioner may be engaged on a cost-recovery basis to conduct an election on any council's behalf. When so engaged by a council, the NSW Electoral Commission (NSWEC) offers to provide assistance to raise electors' awareness of the relevant election event. As part of its election services the NSWEC offers to:

- provide the text and approval for the mandatory statutory notices to be published by a council
- design a poster, flyer and 'web tile' to assist a council with its elector awareness campaign
- reference the by-election on the NSWEC's social media feeds
- design dedicated by-election pages on the NSWEC's website to provide information to electors, candidates, agents and third-party campaigners
- produce an elector brochure which can be mailed to every elector on the roll.

It must be stressed that individual councils have the ultimate responsibility for determining the nature and scope of, and expenditure for, advertising to raise elector awareness of election events. Obviously a range of factors, such as residents' familiarity with a council's ward structure, would need to be taken into account when planning such advertising.

The Commission would be happy to work with the Council to provide guidance about options for increasing voter awareness in a cost-effective way.

In this context, I note that the NSWEC is currently trialing the sending of email and SMS reminders to electors where those electronic contact details have been provided through the enrolment process.

This trial is in addition to the NSWEC's existing election reminder service which enables electors to register to receive SMS and/or email notification of forthcoming elections. The Council may wish to advise its residents that they can register for this service through the NSWEC website at: <https://roll.elections.nsw.gov.au/NSWLookUp/nswelectionreminder.aspx>

Should you require any further information regarding the above, please contact Mr. Steve Robb, Director - Customer Service & Relationship Management, by telephone on (02) 9290 5431 or by email at Steve.Robb@elections.nsw.gov.au.

Thank you for bringing the Council's concerns in this regard to my attention.

Yours sincerely


Electoral Commissioner

Item No: 3.5
Title: Aquatic Weed Management in Springfield and Holgate
Department: Environment and Planning



26 November 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-05 - D13370315

Author: Luke Sulkowski, Unit Manager, Natural and Environmental Assets

Executive: Scott Cox, Director, Environment and Planning

Report Purpose

This report provides relevant information to Council in regards to infestations of *Salvinia molesta* and *Ludwigia peruviana* in Springfield and Holgate that were considered by Council at its meeting of 24 September 2018. It also considers other weed issues at these locations.

Recommendation

- 1 That Council request the CEO investigate the use of appropriate bio-controls for the management of *Salvinia molesta*.**
- 2 That Council, in accordance with s67 (2) of the Local Government Act (1993), authorises the CEO to release appropriate bio-controls for the management of *Salvinia molesta* on privately owned portions of the Springfield Pond and Holgate Pond in consultation with respective land owners, at no cost to those land owners.**

Background

At its meeting of 24 September 2018, Council considered "Notice of Motion – *Salvinia* in Springfield" and resolved:

- 951/18 *That Council remove sufficient amounts of the *Salvinia Molesta* within existing budget allocations (that doubles in size every 3 days) from the Springfield Pond off Robinia Parade and Barinya Lane, and Holgate Pond off Gooriwa Road and Murina Close in Holgate (subject to being on Council land).*
- 952/18 *That Council removes the *Ludwigia Peruviana* weed.*
- 953/18 *That Council request the Chief Executive Officer provide a report should this be unable to occur.*

954/18 *That Council liaise with staff from Greater Sydney Local Land Services and Department Primary Industries, whilst simultaneously investigating what State or Federal grants may be available to assist Council with these operational environmental maintenance tasks.*

To date, the *Ludwigia peruviana* and sufficient amounts of *Salvinia molesta* have not been able to be removed within existing budget allocations. Given those actions have not been able to occur, this report is provided in accordance with Council's resolution.

The primary concern for Springfield Pond and Holgate Pond is the presence of *Salvinia molesta* throughout the waterbodies. It should be noted that these two sites are not the only two sites where *Salvinia molesta* is present in the Central Coast. It is known to exist in numerous locations under both private and public ownership. Eradication is not a realistic outcome for this species on the Central Coast due to the vast spread of this species. Protection of key assets (e.g. storm water infrastructure, endangered ecological communities) should be prioritised in considering management of this species of weed.

Ludwigia peruviana was also identified as part of Council resolution (952/18) of 24 September 2018. This weed is a common weed in wet areas across the Central Coast. The action as identified for this weed in the Greater Sydney Regional Weeds Management Plan is for protection of assets (e.g. drainage assets and endangered ecological communities).

Although staff acknowledge that both of these weeds are widespread across the Central Coast, specific information in relation to these species is provided for the two locations identified by Council's resolution.

Staff also note, that in response to Council's resolution (954/18) of 24 September 2018, that upon further investigation, no state or federal grants have been identified.

A background for each of the two identified sites is provided for reference:

Site one – Springfield Pond (off Robinia Parade and Barinya Lane, Springfield)



Photo 1 Springfield Pond:

Photo 1 above shows the general location of Springfield Pond with primary storm water ingress and egress points, drainage lines, approximate surface area and land tenure. The pond is located on two distinct parcels, Lot 58 DP 879727 which is owned by Central Coast Council, and Lot 7 Section 1 DP 977284 which is privately owned.

Springfield pond has a surface area of approximately 8,700 square metres. It is located on two land parcels with about half of the pond on privately owned land at the upstream end, and half on Council owned land at the downstream end.

The pond has a catchment of approximately 417,000 square metres that feeds it. This is predominantly via the natural drainage channel at the northern end which has a vegetated bushland catchment. Two constructed headwalls release storm water into the pond from a residential estate immediately to the west.

A concrete dam structure at the southern end of the pond holds the water in the basin, creating the pond. It is understood that this dam is a remnant farm dam. It serves no designed purpose in terms of water quality or storm water detention.

The pond has a significant infestation of *Ludwigia peruviana*, and has over recent months had almost complete coverage of *Salvinia molesta*. Following recent rains, the *Salvinia molesta* coverage has reduced, but is expected to regain coverage over the dam. Another weed species *Ludwigia repens* has also been identified in this pond by Council staff.

Once the pond is full, water overtops the dam (or seeps around it) and flows down a drainage channel to Erina Creek and Brisbane Water. None of the identified weed species remain viable once they enter Erina Creek due to salinity levels.

At complete coverage, at an estimated 20 cm average thickness, approximately 1,740 cubic metres of *Salvinia molesta* covers the surface of the pond.

The pond is bordered mainly by exotic grasses which are largely maintained by neighbouring residents.

A mating pair of Tawny Frogmouths (*Podargus strigoides*) have been observed near the pond by staff. Three Nankeen Night-herons (*Nycticorax caledonicus*) have also been observed feeding in the pond during an inspection. This suggests the pond serves a purpose for native fauna habitat.

Native water plants are also established within the Springfield Pond. Any control works undertaken need to make appropriate efforts to protect these plants as they provide habitat for a number of native frogs and birds.

Primary access to the pond for maintenance activities is via the easement that connects the drainage headwall at the southwestern corner of the pond to Robinia Parade. This access is fairly narrow and sloping and there is little room to manoeuvre machinery. Some specialised equipment will be able to gain entry without damaging drainage infrastructure. Other potential access points to the south are heavily overgrown and would require significant clearing, although vegetation in these locations is also impacted by weedy species.

Site two – Holgate Pond (off Gooriwa Road and Murina Close, Holgate)

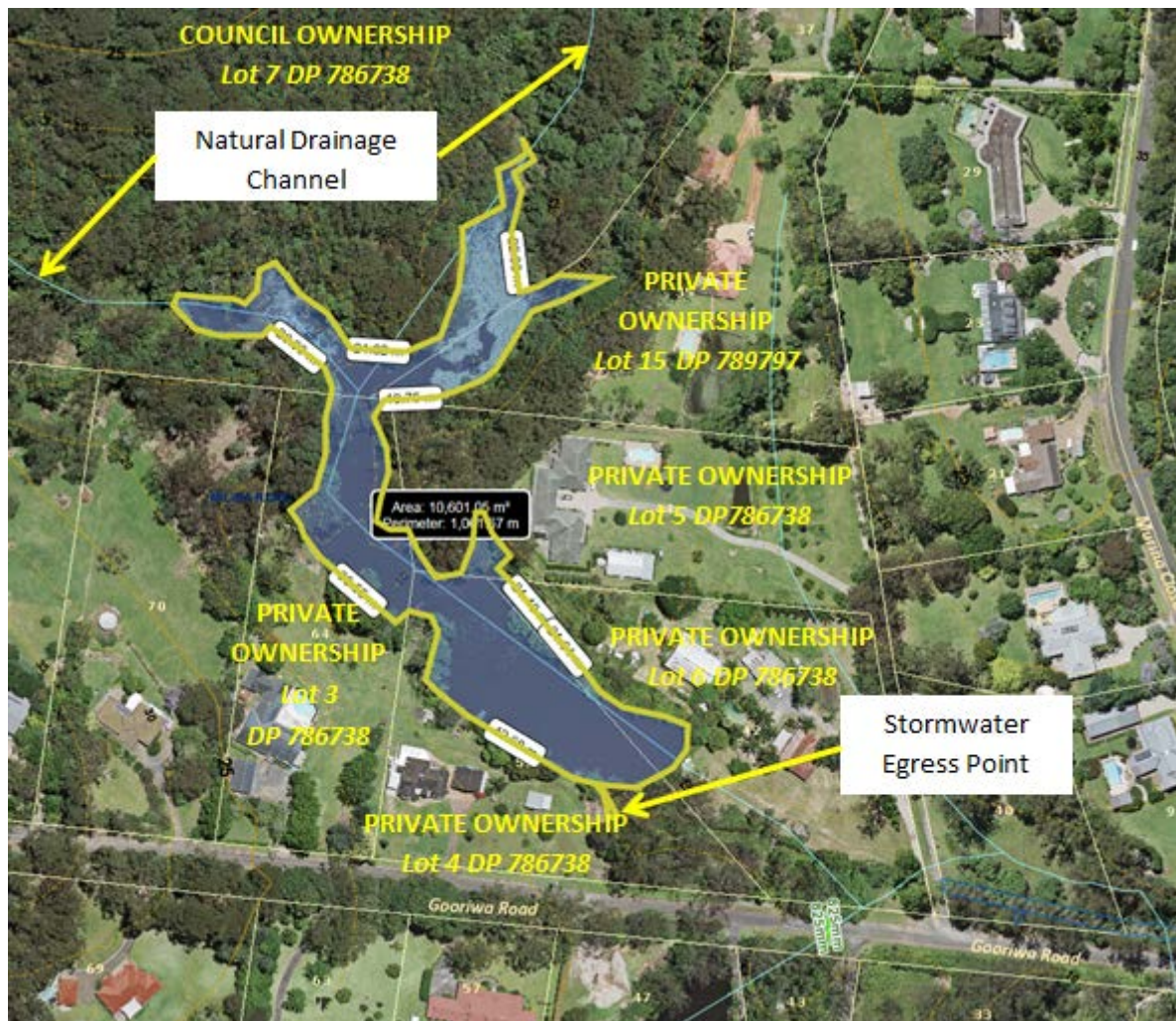


Photo 2 Holgate Pond:

Photo 2 above shows the general location of Holgate Pond, with primary storm water ingress and egress points, drainage lines, approximate surface area and land tenure. The pond is located on six distinct parcels, Lot 7 DP 786738 which is owned by Central Coast Council, and Lot's 3, 4, 5 and 6 DP 786738 and Lot 15 DP 789797 which are all privately owned.

Holgate pond has a surface area of approximately 10,600 square metres. It is located on five land parcels with approximately one fifth of the pond on Council owned land at the upstream end and the balance owned by four separate private landowners at the downstream end.

An inspection during October 2018 by Council's Biosecurity Officer (Weeds), found that *Salvinia molesta* was prolific on the privately owned parts of the pond. An inspection of the Council owned portion was not undertaken at this time. A prior inspection in February 2018, found *Salvinia molesta* present on the privately owned parts of the pond at a lower density but at that time it was not apparent in any of the Council owned portion of the pond.

The pond has a catchment of approximately 645,000 square metres. This is predominantly via the natural drainage channels and creek lines to the north which have a vegetated bushland catchment.

A constructed earthen weir contains water within the pond. The weir is located on one of the privately owned parcels of land at the egress point as shown in Figure 2.

When full, water flows from the pond down a drainage line to Erina Creek and Brisbane Water.

Access to the pond for maintenance activities would need to be via one of the privately owned properties.

Classification of Weeds and Transport Vectors

For all three weeds, the most likely possible transport vectors to the site would be via waterfowl, weeds washing down from further upstream and accidental introduction from dumped aquarium contents. Transport vectors from these sites to other areas would again be via waterfowl, or for the Holgate site the possibility for washing downstream.

Each of the weed species carries varied responsibilities under legislation. In accordance with the Biosecurity Regulations 2017, and the Greater Sydney Regional Weeds list, the regional recommended measure for each species is as follows:

1. *Salvinia molesta*

Whole region: Land managers mitigate the risk of the plant being introduced to their land.

Exclusion zone: The plant is eradicated and the land kept free of the plant. The Local Control Authority should be notified if the plant is found.

Core infestation area: Land managers should prevent spread from their land where feasible).

Reference; Department of Primary Industries WeedWise website <http://weeds.dpi.nsw.gov.au>

The classification under the Greater Sydney Regional Weed Management Plan (the Plan) for *Salvinia molesta*, as it applies to the Central Coast is that the Central Coast is part of the exclusion zone.

Management of the weed was previously addressed in accordance with the Plan until recent population declines in the biological control agent (*Cyrtobagous salviniae* – *Salvinia* weevil). Appropriate management needs to be at the advice of the Local Control Authority. Successful application of the bio-control was determined to be the most appropriate management measure by the Local Control Authority at the time.

Council staff are currently sourcing further bio-control agents from the Department of Primary Industries whilst other potential treatment methods are being investigated.

Given the prevalence of the weed species on the Central Coast, consideration is being given to reclassification of the Central Coast as a Core Infestation area rather than an exclusion zone. This would reduce requirements to preventing spread of the weed where feasible.

2. *Ludwigia peruviana*

Regarding *Ludwigia peruviana*, the Department of Primary Industries advises the following:

Land managers mitigate the risk of the plant being introduced to their land. Land managers prevent spread from their land where feasible. Land managers reduce the impact on priority access. The plant should not be bought, sold, grown, carried or released into the environment. Local Control Authority is notified if the plant is found on the land.

Reference; Department of Primary Industries WeedWise website <http://weeds.dpi.nsw.gov.au>

Current actions are in accordance with Council's obligations under the Plan. There are no known bio-controls for this species.

3. *Ludwigia repens*

This is the first observation of this weed outside of aquarium usage on the Central Coast (i.e. the first observation in an uncontained location).

This weed is currently acknowledged as a weed of regional concern as it has the potential to form dense infestations that can clog waterways and displace native plants.

With consideration of this any management actions need to consider the presence of this weed in order not to spread it further afield. There are no known bio-controls for this species.

Current Budget

An allocation of \$14,400 remains available in Council's priority weeds program. These funds have been set aside to engage contractors for unforeseen biosecurity weeds matters that may arise. It is typically earmarked for priority weeds and new weed species incursions.

Council's Obligations and Powers over Privately Owned Land

Council is under no obligation to manage weed infestations on private land on behalf of private landowners. Management of weeds is the responsibility of the landowner.

In the case of a connected waterbody covering multiple land parcels, appropriate management can therefore be difficult. Council is responsible for the appropriate management of weeds on its own land.

As the Central Coast local government area Local Control Authority (LCA) under the Biosecurity Act 2015, Council has the capacity to issue undertakings and directions to landowners to take appropriate actions. Where these actions are not taken in the time or manner specified there are a number of further legal options that Council can pursue, including issuing of fines or undertaking the works at the cost of the landowner.

Regulatory action has not occurred at this point for either of these two sites as the bio-controls previously released had successfully established and were causing enough damage to the *Salvinia molesta* infestation, to expect that it would be adequately controlled. This however did not occur due to the several severe frosts that occurred during late winter. These events killed off the insects leading to the weed regrowing to the previous extent and density.

Recommended Treatment Options

New bio-controls are being sourced from the Department of Primary Industries for release at both sites. This will provide two different genetic strains of the *Salvinia* weevil to increase the chances of the weevil's survival throughout the year. This will help to reduce existing infestations of *Salvinia molesta* at each site. There is no known bio-control for either of the *Ludwigia* species.

Mechanical removal could be undertaken at either site using various specialised equipment.

At the Springfield site quotes have been obtained for a floating excavator to remove the bulk of the *Salvinia molesta* and both *Ludwigia* species. This quote covers the whole of the Springfield Pond (i.e. the Council owned section and the privately owned section) and has been quoted at approximately \$35,000. This does not include haulage and disposal of removed material from the site and any other site remediation that may be required.

Based on an estimated 1,740 cubic metres of material being removed from the pond, conservative estimates for haulage and disposal would be approximately \$200,000. With an allowance for other unidentified costs, the \$35,000 for mechanical removal and \$200,000 for haulage and disposal of the material from the Springfield Pond, the project is expected to cost in excess of \$250,000. Some of these costs may be able to be recovered (either voluntarily or compulsorily) through negotiations and actions with the adjoining private land owner (i.e. the co-owner of the pond).

After mechanical treatment, remnant weeds would need to be sprayed with herbicide and bio-controls again be released in order to maximise chances of long term control of the weeds at the site. Complete eradication is an unlikely outcome.

Costings for removal of weed from the Holgate Pond have not yet been determined. The pond is primarily owned by private landowners and observations thus far have not identified presence of the weed in the Council owned portion of the pond. It is not recommended that Council assumes responsibility for treatment of the weed at this location.

Successful re-introduction of the bio-control at each site may reduce the amount of *Salvinia molesta* that needs to be removed mechanically at each location (therefore reducing costs). The bio-control is likely to be more successful through the warmer parts of the year. Other steps can be taken by Council staff within existing budgets to increase the chances of successful re-introduction of the bio-control (e.g. application of nitrogenous fertiliser to encourage breeding of the weevils).

Given eradication is unlikely, that these weeds are prevalent in other locations, the high cost of mechanical removal and that *Salvinia molesta* and *Ludwigia peruviana* are already prevalent on the Central Coast, it is recommended that treatment be again be focussed on reintroduction of the bio-control in order to manage the *Salvinia molesta*. Given it is the first noted infestation of *Salvinia repens*, it is also recommended treatment options be considered to address this weed at Springfield Pond.

Proposal

That staff reintroduce bio-controls for *Salvinia molesta* at each Holgate Pond and Springfield Pond and consider options for removal of the *Ludwigia repens* from Springfield Pond.

Consultation

Consultation has been held with the Invasive Species Officer – Biocontrol from the Department of Primary Industries. Discussions have also been held with Team Leader Central Coast, Greater Sydney Local Land Services and Council's Biosecurity Officer (Weeds) has provided advice in the preparation of the report. Various Council staff have also had discussions with concerned residents adjoining each site.

Options

Recommended

1. Council could release the bio-control to help manage *Salvinia molesta* at Springfield Pond and Holgate Pond and consider options for removal of *Ludwigia repens*.

Not recommended

- 1 Do nothing – Council could do nothing and allow the weed to continue to proliferate without any controls, however this may present a risk of regulatory action against Council by the NSW Department of Primary Industry.
- 2 Release new strains of the bio-control at Holgate Pond and Springfield Pond. Plan for follow up mechanical and chemical treatment of Springfield Pond in 2019/20. Continue to monitor Holgate Pond and liaise with private landowners as required to ensure appropriate management.
- 3 Fund planning and implementation of immediate mechanical removal of weeds from the site. This will take some time to ensure appropriate approvals are in place and without initial reduction in biomass through the release of the bio-control will mean costs are going to be higher.
- 4 Removing the dam wall to reduce the size of the water body and help reinstate a natural watercourse. This option will require considerable environmental studies and considerations and is likely to be unpopular amongst local residents who appreciate the aesthetic qualities of the waterbody. This project would also be expensive to implement. The length of time that the waterbody has been present also means native fauna and flora has become accustomed to its presence. One of the benefits of this option is that *Salvinia molesta* is less likely to be successful in flowing water, and any remnant weeds will be easier to manage at the site as they are more accessible (smaller permanent water body).

Financial Impact

Release of the bio-control can be accommodated within the existing 2018/19 operating budget. The time required to set up the site to improve chances of success for the bio-control is expected to be approximately 2 weeks. This will mean Council's Biosecurity Officer (Weeds) will not be able to accommodate all of their current identified inspections within the Priority weed program.

The follow up treatment proposed for 2019/20 will come at significant cost, estimated in the order of \$250,000. This can be further assessed and included in the 2019/20 draft budget; however there is no immediate financial impact from this part of the recommendation. The impact will be realised if the budget is adopted and the project proceeds.

Link to Community Strategic Plan

Theme 3: Green

Goal F: Cherished and protected natural beauty

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

Risk Management

Any bio-controls used will be done so under the direction of the Department of Primary Industries.

Any applications of chemicals will be done so in accordance with relevant permits and approved procedures, and in accordance with Council's Pesticide Notification Plan.

Critical Dates or Timeframes

None identified.

Attachments

Nil.

Item No: 3.6
Title: Request for Memorial Seat
Department: Environment and Planning

26 November 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-05 - D13367769

Author: Brett Sherar, Acting Senior Manager, Property and Asset Management

Executive: Scott Cox, Director, Environment and Planning

Report Purpose

An application has been received by Mr James Butt seeking approval by Council for a memorial seat to be placed in memory of his late wife Sandra Sylvia Butt.

Recommendation

That Council approve the application by Mr James Butt for a memorial seat to be installed in memory of his late wife, Sandra Sylvia Butt.

Context

Mr Butt has submitted an application for the installation of a memorial seat to be placed on the edge of the promenade walkway at Terrigal. A plan of the proposed site for the placement is contained in Mr Butt's attached application. A review of the application and attachments provided by Mr Butt has determined that all requirements within the Policy have been met, including his confirmation that he will be responsible for the cost of purchase, installation and ongoing maintenance of the seat.



Proposed location of the memorial seat is outlined in red above.



Style of seat to be used with the memorial plaque (150mm x 150mm) to be placed in the concrete base.

Relevant Policy

The application (Attachment 2) from Mr Butt has been assessed and complies under The Policy for Memorials, Naming of Council Facilities and Donations of Park Furniture and Trees (Policy No: CCC029).

Report Evaluation

The following compliant criteria have been provided within Mr Butt's application and subsequent correspondence:

- Sandra Sylvia Butt has been deceased for over six months;
- Mrs Butt is a widely known and respected member of the local community which is attested to by three third parties, all of which are recognised community groups;
- Mr Butt has provided a supporting statement for the nominee detailing how she meets the conditions as stated in the Policy;
- The documentation attached to the application has been validated by a Statutory Declaration;
- A plan has been provided by Mr Butt showing the proposed site for the memorial seat;
- Mr Butt has committed to payment for the purchase, installation of the memorial seat and ongoing maintenance;

The site nominated by Mr Butt is considered appropriate for the type of furniture, safe passage of pedestrians and will not damage the natural environment.

Consultation

Council staff in the Open Space and Recreation Unit have been consulted in relation to the placement site of the seat and no concerns have been identified with the proposal.

Financial Impact

There will be no financial cost to Council as Mr Butt has agreed to pay all associated cost for the purchase placement and maintenance of the memorial.

Link to Community Strategic Plan

Theme 1: Belonging

Goal A: Our community spirit is our strength

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

Critical Dates or Timeframes

There are no critical dates associated with this recommendation.

Attachments

- | | | |
|----------|--|-----------|
| 1 | Policy for Memorials, Naming of Council Facilities and Donations of Park Furniture and Trees | D13367915 |
| 2 | Application for Memorial Seat - James Butt | D13379100 |



POLICY NO: CCC.029

POLICY FOR MEMORIALS, NAMING OF COUNCIL FACILITIES AND DONATIONS OF PARK FURNITURE AND TREES

March 2018

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POLICY FOR MEMORIALS, NAMING OF COUNCIL FACILITIES AND DONATIONS OF PARK FURNITURE AND TREES

AUTHORITY	NAME & TITLE
AUTHOR	NAME
MANAGER	NAME, Acting Senior Manager Property and Asset Management
DIRECTOR	Mike Dowling, Director Assets Infrastructure and Business
CHIEF EXECUTIVE OFFICER	Brian Glendenning, Acting Chief Executive Officer

History of Revisions:

VERSION	DATE	AMENDMENT DESCRIPTION	TRIM DOC. #
1	March 2018	Creation of Policy	

POLICY FOR MEMORIALS, NAMING OF COUNCIL FACILITIES AND DONATIONS OF PARK FURNITURE AND TREES

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POLICY FOR MEMORIALS, NAMING OF COUNCIL FACILITIES AND DONATIONS OF PARK FURNITURE AND TREES**SUMMARY**

1. This Policy sets out the process to be followed when dealing with requests for memorials on Central Coast Council (Council) reserves, donation of park furniture and trees, or naming of Council owned facilities.

POLICY STATEMENT

2. Council will consider written applications for the placement of memorials on public reserves, including community, recreation and road reserves under the care, control and management of Central Coast Council.
3. Council will consider written applications for the donation of park furniture and trees in public reserves.
4. Council will consider written applications for the naming of Council owned facilities.
5. The contents of the written application are set out in the Procedures listed below.
6. Approval for any applications made under clauses 2, 3 and 4 can only be given by Council Resolution and in response to a completed written application.

PURPOSE

7. The purpose of this Policy is:
 - (a) To provide Council with a consistent approach to dealing with requests for memorials on Council reserves, requests to donate park furniture and trees, and naming facilities owned by Central Coast Council.
 - (b) To establish criterion against which to assess and respond to requests for the use of the Council reserves by individuals and community groups for the recognition of valued community members.
 - (c) To define conditions under which Council will accept donations and offers of park furniture, trees and/or other park infrastructure.
 - (d) To ensure that the naming of Council owned facilities is consistent with Central Coast community expectations, relevant legislation and the Geographical Names Board of NSW Guidelines where applicable.

POLICY FOR MEMORIALS, NAMING OF COUNCIL FACILITIES AND DONATIONS OF PARK FURNITURE AND TREES

GENERAL

8. A request for a commemorative memorial will be considered only if the person who is nominated (the nominee) has been deceased for at least six months, was of good repute and not likely to be the subject of controversy and:
 - (a) was widely known and respected within the local community; or
 - (b) had a recognised historical link with the locality or is generally acknowledged as having made a significant contribution to the social, economic, sporting and/or cultural development of the community.
9. Council will not approve requests to commemorate a living person, except in special circumstances, such as providing recognition to a local citizen who has made outstanding contributions to the community over a period of greater than 10 years.
10. Council will not approve requests for the naming of Council reserves, reserve infrastructure or facilities after a person still holding public office.
11. With the exception of historical persons of distant past, naming after a person shall only be approved with the written consent of their immediate family.
12. Names considered offensive or likely to give offence will not be considered.
13. Notwithstanding an approval by the Council under this Policy, Council reserves the right to alter or rescind such approval by resolution of the Council.
14. This Policy should be read in conjunction with Council's Code of Conduct.

POLICY IMPLEMENTATION - PROCEDURES**Applications for memorials on Council land or land under the care and control of Council**

15. Applications must be in writing and addressed to the Chief Executive Officer marked for the attention of Council's Property and Asset Management unit.
16. Applications must include a supporting statement for the nominee detailing how the nominee meets the conditions as stated in the Policy.
17. All applications should include a site plan indicating the proposed location of the memorial plaque.

POLICY FOR MEMORIALS, NAMING OF COUNCIL FACILITIES AND DONATIONS OF PARK FURNITURE AND TREES

18. The application must be supported in writing by a minimum of three third parties, one of which must be a local community group.
19. The documentation must be validated by Statutory Declaration.
20. In circumstances as determined by Council's Property and Asset Management unit where an application for a memorial plaque is potentially controversial or questionable, the application will be advertised for a period of 21 days to provide opportunity for community comment and feedback for consideration by Council.
21. For park furniture, plaque size will be limited to 150mm by 100mm and will be installed in the concrete base around the park furniture. Wording should follow a simple and standard format and avoid terminology used in the cemeteries. The wording will recognise the nominee and their qualities/attributes or an appropriate phrase outlined in the application.
22. The provision of memorial plaques at the base of trees will not be supported due to the potential trip hazard it presents on public reserves.
23. Evaluation of the appropriateness of the memorial plaque will be made by Council's Property and Asset Management unit in close consultation with the relevant Council asset user(s) and the Governance Unit.
24. All applications and any community feedback received will be given careful consideration by Council's Property and Asset Management unit prior to being presented to Council the via a quarterly Council Report.

Donation of Park Furniture and Trees

25. Applications must be in writing and addressed to the Chief Executive Officer marked for the attention of Council's Property and Asset Management unit.
26. Council will permit the donation of park furniture and trees subject to Council's direction with respect to appropriateness, location, standards of park furniture type and style, or tree species choice.
27. Consideration will need to be given to:
 - (a) infrastructure already at the location;
 - (b) maintaining safe passage for pedestrians and other park users;
 - (c) avoidance of any damage to the natural environment; and
 - (d) ensuring the donation meets with general community expectations for the area.

POLICY FOR MEMORIALS, NAMING OF COUNCIL FACILITIES AND DONATIONS OF PARK FURNITURE AND TREES

28. Due consideration of any Aboriginal connection with the site will also be required to be undertaken by Council.
29. Evaluation of the appropriateness of the donation will be made by Council's Property and Asset Management unit in close consultation with the relevant Council asset user(s) and Governance.
30. In those circumstances where an application to donate park furniture or trees is potentially controversial or questionable as determined by Council's Property and Asset Management unit, the application will be advertised for a period of 21 days to provide opportunity for community comment and feedback for consideration by Council.
31. All applications and any community feedback received will be given careful consideration by Council's Property and Asset Management unit prior to being presented to Council via a quarterly Council Report.

Application for naming facilities owned by Central Coast Council

32. All proposals to name or re-name a facility must be submitted in writing and addressed to the Chief Executive Officer marked for the attention of Council's Property and Asset Management unit.
33. Applications must contain the following details:
 - (a) Name and address of the requester;
 - (b) Sufficient information to clearly identify the facility (description, maps, drawing and any other relevant details); and
 - (c) Reason for the choice of facility, including discussing the origin and significance of the current name to the facility.
34. If the proposal is to commemorate a person, then additional information is required:
 - (a) Dates of birth and death;
 - (b) Association of the person with the facility to be named;
 - (c) Person's association and contribution to the local community;
 - (d) Source of the above information; and
 - (e) Any other relevant supporting documentation.
35. Applications must include a supporting statement for the nominee which detail how the nominee meets the conditions as stated in the Policy.

POLICY FOR MEMORIALS, NAMING OF COUNCIL FACILITIES AND DONATIONS OF PARK FURNITURE AND TREES

36. The application must be supported in writing by a minimum of three third parties, one of which must be a local community group.
37. The documentation must be validated by Statutory Declaration and signed by a Justice of the Peace, Legal Practitioner or Commissioner of Declarations.
38. Proposed use of Aboriginal names for a facility must demonstrate consultation with the Local Aboriginal Lands Council and Council's Indigenous Community Development Worker.
39. In circumstances as determined by Council's Property and Asset Management unit where an application to name or re-name a facility is potentially controversial or questionable, the application will be advertised for a period of 21 days to provide opportunity for community comment and feedback for consideration by Council.
40. Evaluation of the appropriateness of the naming or re-naming of a facility will be made by Council's Property and Asset Management unit in close consultation with the relevant Council asset user(s) and Governance.
41. All applications and any community feedback received will be given careful consideration by Council's Property and Asset Management unit prior to being presented to Council via a quarterly Council Report.

Naming of new facilities owned by Central Coast Council

42. For the avoidance of doubt, any new Council facilities are required to be named in accordance with sections 35 to 44 of this Policy and will require a Council Resolution.

Geographical Names Board

43. When considering a name proposal, Council must assess whether the proposed name needs to be registered with the Geographical Names Board under the *Geographical Names Act 1966*.
44. If Council registers the name with the Geographical Names Board, it will follow the relevant guidelines of the Board and, prior to forwarding a request for naming determination, Council's Property and Asset Management unit will ensure that:
 - (a) The community was consulted on the proposed name;
 - (b) The proposed name is widely supported by the community; and
 - (c) The proposed name has been formally endorsed by Council.

POLICY FOR MEMORIALS, NAMING OF COUNCIL FACILITIES AND DONATIONS OF PARK FURNITURE AND TREES

45. All applications and any community feedback received will be given careful consideration by Council's Property and Asset Management unit prior to being presented to Council via a quarterly Council Report

Cost

46. The applicant is required to meet all costs associated with the purchase, advertisement, delivery, installation and maintenance of the approved park furniture, tree(s) and/or the Council approved plaque.
47. Council's Property and Asset Management unit will contact each applicant and provide an estimate of the costs, which will be also be included in the quarterly Council Report.
48. Works will only commence once:
- (a) a Council Resolution has approved the application; and
 - (b) the complete costs of the donation/memorial has been received by Council.
49. All works are to be carried out by Council employees or Council approved contractors.
50. Council's Property and Asset Management unit will co-ordinate the purchase of the park furniture, tree(s) and plaque, if required.

Maintenance

51. The donated park furniture or tree(s) will be subject to the same level of maintenance as other infrastructure located in the reserve.
52. The donation will remain in place as long as it remains in good working condition and complies with Council standards.
53. Council accepts no responsibility or obligation for repair of damage to, or theft of, the structure.
54. Applicants may re-apply should the park furniture or tree(s) need to be replaced.

REPORT TO COUNCIL

55. Any requests received under this policy will be subject to a quarterly report to Council.
56. Council's Property and Asset Management unit is responsible for the co-ordination of requests, actions under this Policy and for the preparation of the quarterly report to Council.

REVIEW

POLICY FOR MEMORIALS, NAMING OF COUNCIL FACILITIES AND DONATIONS OF PARK FURNITURE AND TREES

57. Council's Property and Asset Management unit will review this Policy every two years.

SUPPORTING DOCUMENTS

58. The following legislation and Council policies affect the operation of this Policy:

(a) *Local Government Act 1993;*

(b) *Local Government (General) Regulation 2005;*

(c) *Geographical Names Act 1966.*

(d) Council's adopted Code of Conduct.

16 August 2018

General Manager
Central Coast Council
49 Mann Street
Gosford
NSW 2250

I would like to make an application to the Central Coast Council, at my expense, for the installation of a memorial park bench with a plaque on the promenade walk of Terrigal Beach commemorating the life of my recently deceased wife, Sandra Sylvia Butt for the lifelong commitment to the Central Coast and her contribution to the growth of this beautiful region.

This bench will represent the life Sandra lived on the central coast, the achievements she made to the area and the influence she had on the community as a whole.

Sandra and I lived, loved and ultimately lost each other on the central coast of NSW. Providing a memorial park bench with a plaque in her name would allow for locals, visitors and tourists to sit and reflect, and to see what Sandra adored about where she called home.

In 1959 Sandra and a friend from her work decided to travel from Sydney to attend a dance at the Florida Hotel in Terrigal after an invite from a brash young mechanic where they worked. Her trip north to the dance that evening changed our lives forever and is where her life as a central coast girl started. We married on the 9th September 1961 and built our first home on Alexandra Street, Umina. Sandra and I had 2 of our 3 beautiful children at Gosford Hospital whilst I worked as a mechanic at the local Grawill Motors. Even though Sandra had her hands full raising our own children she found time to volunteer at the Woy Woy Baby Health Clinic supporting young women working through the struggles of motherhood.

As I was a Foundation Member of the Umina Surf Life Saving Club, it wasn't long before Sandra began taking an active role in the surf club also. With the support of other members' wives, Sandra worked tirelessly to help establish the Umina Surf Club Ladies Auxiliary. In 1964, Sandra and her peers' dreams were achieved, the Umina Surf Club Ladies Auxiliary venture succeeded. During this same period, Sandra started her own business selling painted 'T' shirts from a room at our Alexandra Street home, whilst still maintaining a loving home, raising our two children and continuing to volunteer at the Baby Health Clinic.

In 1993 Sandra and I purchased a unit in Grosvenor Street, Terrigal which would become the epicenter of our growing family. In a convoy of prams, Sandra would lead our brood down to the beach where we would set up every weekend opposite the Hotel. Amongst our sprawling setup of beach towels, umbrellas and sun chairs Sandra would hold court with the grandchildren as she applied sunscreen, fitted sunhats and then escort them to the water's edge. All 8 grandchildren learnt to swim at Terrigal Beach.

In 1999 and 2000 Sandra and I retired and bought Sandra's dream house in [REDACTED] Terrigal. Five bedrooms and a small flat down stairs, "room for the whole family to stay" she would say. Shortly after moving in Sandra quickly became involved in the local community, joining us in the ProBus Club of Terrigal, then as members of the Terrigal Golf Club and not to be complacent, the Terrigal Tennis Club.

I appreciate this is not an unusual request of the council and I understand that each request must be considered on its merits and the contribution to the area made by the applicant but this is Sandra's life story. Sandra gave to the central coast because of what the central coast had given her, a home, a place to raise her children and grandchildren but to also give back to those who made her life so fulfilling. This memorial park bench with plaque would offer others the opportunity to stop and see the big picture of the central coast that Sandra saw, to enjoy the beach and sand but to also see the people, the places and the lifestyle the central coast offers.

Sandra's and my time started together here in Terrigal and this memorial park bench with a plaque would see Sandra's life come full circle to where she can again support and watch over us.

Thank you for your time and consideration.

Sincerely



James 'Jim' Butt (J.P.) and in our memories Sandra Butt

Note: I have attached maps referencing where I would ask for Sandra's memorial park bench with a plaque to be located. I believe it would be a lovely resting place for all to enjoy, a place where Sandra could continue to give to the community she loved.

Peta Conn

From: Darren Butt <[REDACTED]>
Sent: Monday, 22 October 2018 2:06 PM
To: Brett Sherar
Cc: Peta Conn
Subject: RE: Agreement to Fund full cost of Memorial

Good afternoon Brett,

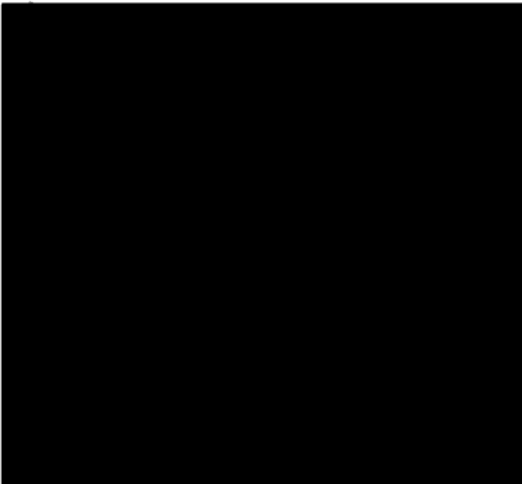
Re: Memorial Park Bench Application for Sandra Sylvia Butt
Central Coast Council.

I can confirm that both myself and my father, James Edward Butt are aware that should our application for a Memorial Park Bench for Sandra Sylvia BUTT be approved by Central Coast Council, that all costs will be at our expense.

We fully accept all costs surrounding the purchase and installation of the bench and where applicable, annual maintenance fees as deemed by the Central Coast Council.

If you require any further comment or confirmation in this matter, please contact the author.

Signed on behalf of;
James Edward Butt (JP)



IMPORTANT INFORMATION: PLEASE READ

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From: Brett Sherar [mailto:Brett.Sherar@centralcoast.nsw.gov.au]
Sent: Monday, 22 October 2018 1:35 PM
To: Darren Butt
Cc: Peta Conn
Subject: Agreement to Fund full cost of Memorial

6th June 2018



TO WHOM IT MAY CONCERN

I write this letter of support for the late Mrs. Sandra Butt whom I knew as the much loved partner of Jim Butt, a long standing Legatee of this Legacy Club.

As in most voluntary organisations, Legatees provide personal service to Legacy beneficiaries, and to achieve this are supported by their partner in often an unnoticed manner.

Sandra in her support of Jim and Legacy spent many years visiting socially isolated war widows, ensuring they were provide with the comfort and support that Legacy provides. Sandra dutifully assisted in completing many hundreds of birthday cards that are delivered to all Legacy widows each year, and in its peak there was over 3,000 in the Central Coast area. There is currently still 1,600 widows being supported by Legacy.

Sandra was widely known and respected by both the Legatees of this club, and the many Legacy War widows living on the Central Coast for over 10 years.

It is an honour to support this application for the recognition of the wonderful contribution Sandra Butt made to so many lives in this area.

Yours sincerely

PETER LAWLEY
Chief Executive Officer



Caring for the families of those who served their country

LEGACY VILLAGE
51-57 Masons Parade, Point Frederick, NSW 2250
www.legacy.com.au/brisbanewater

ABN 72 679 932 115

CFN 10675

ALL CORRESPONDENCE TO
PO Box 4252, East Gosford, NSW 2250
Email legacy@bwlegacy.com.au
Ph 02 4323 4977
Fx 02 4323 4458



Probus Club of Terrigal Website: <http://probussouthpacific.org/microsites/terrigan/home>

PO Box 5355 ERINA FAIR 2250

01/06/2018

To whom it may concern

This letter supports the application by Mr Jim Butt to install a memorial seat at Terrigal Beach in memory of his deceased wife Sandra.

I can confirm that Sandra and Jim Butt have been long standing members of The Probus Club of Terrigal Inc. and during their time in the club both have undertaken a range of voluntary roles.

Jim Butt Joined the club in 2005 and Sandra joined in 2007 when the constitution of the club changed to allow women to join.

Sandra and Jim Butt have always been active members and contributed to the operation of the club.

Sandra became an activity organiser for the weekly tennis group for 2 years, while Sandra and Jim together organised monthly picnics for 3 years. Sandra and Jim also organised the Probus monthly movie theatre outings and luncheons for 4 years.

Jim served on the committee for 3 years.

Probably Jim's crowning achievement was and is the organisation of the club's yearly Observation Drive for the last 10 years. This is a highlight of the club calendar and is most appreciated by the membership.

Sandra and Jim attended almost every club meeting and Jim is an active participant in our tennis and golf activities as was Sandra.

The Probus Club of Terrigal Inc. would be much diminished without the active voluntary participation of outstanding members such as Sandra and Jim Butt.

Before joining Probus Jim was a foundation member of the Umina Surf Club and Sandra was a foundation member of the Ladies Auxiliary and again contributed greatly to the development of that club.

Sandra was a well loved member of Probus and is greatly missed by our membership. Everyone knew and loved Sandra and it is entirely appropriate that a seat be dedicated to her. There are many in Terrigal who will look at the dedication and fondly remember her.

Yours Sincerely

Philip Armbruster

President, The Probus Club of Terrigal Inc.

**ADAM CROUCH MP**

Electorate Office: Shop 3 Fountain Plaza,
148-158 The Entrance Road, Erina NSW 2250

Phone: (02) 4365 1906 Fax: (02) 4365 4768
Email: terrigal@parliament.nsw.gov.au



14 May 2018

Mr Brian Glendenning
Acting CEO – Central Coast Council
49 Mann Street
GOSFORD NSW 2250

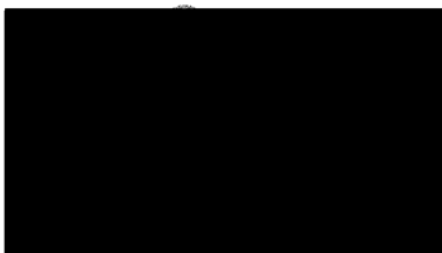
Dear Mr Glendenning, *Brian,*

I write in support of Mr James Butt's request for the installation of a memorial park bench and plaque on the foreshore of Terrigal Beach.

Mr Butt is requesting the bench to be installed in memory of his dear wife Mrs Sandra Butt.

As life-long locals and active members of the Central Coast community, I am more than happy to offer my support to Mr Butt's request.

Thank you for your consideration and I look forward to a swift reply to Mr Butt's application.



Member for Terrigal



PO Box 3028 Umina NSW 2257
Ph: 4342 0320
E: admin@uminaslsc.org.au
W: www.uminaslsc.org.au

President Bill Cook
Secretary Jan Harding
Treasurer Wendy Cook

August 18, 2017

Mr. Ian Reynolds
Administrator
Central Coast Council
49 Mann Street
Gosford
NSW 2250

Dear Mr. Reynolds,

Re: Application by Mr. James (Jim) Edward BUTT for a memorial park bench to be erected at Terrigal Beach commemorating his and his late wife's service to the Central Coast.

We are writing to confirm that Jim Butt was a Foundation member of Umina Surf Lifesaving Club and his wife Sandra was also one of the founders of our Ladies Auxiliary.

Mr Jim Butt & his late wife Sandra, who passed away in May this year, both played supporting roles in the establishment and development of Umina SLSC in its formative years.

We feel this would be a very lovely memorial to have a bench seat at Terrigal named in Jim and Sandra's memory.

Kind Regards

A black rectangular box redacting the signature of Jan Harding.

Jan Harding

Statutory Declaration
OATHS ACT 1900, NSW, NINTH SCHEDULE

I, James Edward Butt, of [REDACTED]
[name of declarant] [residence]

do hereby solemnly declare and affirm that the INFORMATION I HAVE SUBMITTED
IS CORRECT. I AM REQUESTING THAT A MEMORIAL BENCH (PARK)
IN MEMORY OF MY WIFE SANDRA BUTT IS PLACED ON THE ESPLANDE
WALKWAY AT THE BOTTOM OF KORRAWYBA AVE TERRIGOL BEACH.

SUPPORTING DOCUMENTATION:
MR ADAM CROUCH MP MEMBER FOR TERRIGOL;
MR PETER LAWLEY CHIEF EXECUTIVE OFFICER BRISBANE WATER UEGALY
MR PHILLIP ARMROSTER PRESIDENT THE PRO BUS CLUB OF TERRIGOL NSW,
CERTIFIED EXCERPT OF UMINA S.L.S.C. FIRST FIFTY YEARS,
UMINA S.L.S.C. ANNUAL REPORT SEASON 2/6/17 57TH EDITION,
MRS JAN HARRING UMINA S.L.S.C.

[the facts to be stated according to the declarant's knowledge, belief, or information, severally]

And I make this solemn declaration, as to the matter (or matters) aforesaid, according to the law in this behalf made – and subject to the punishment by law provided for any wilfully false statement in any such declaration.

Declared at: ERINA on 23RD AUGUST 2018
[place] [REDACTED]

in the presence of an authorised witness, who states:

I, Km Michelle Somogyi, a NSW JP 224772
[name of authorised witness] [qualification of authorised witness]

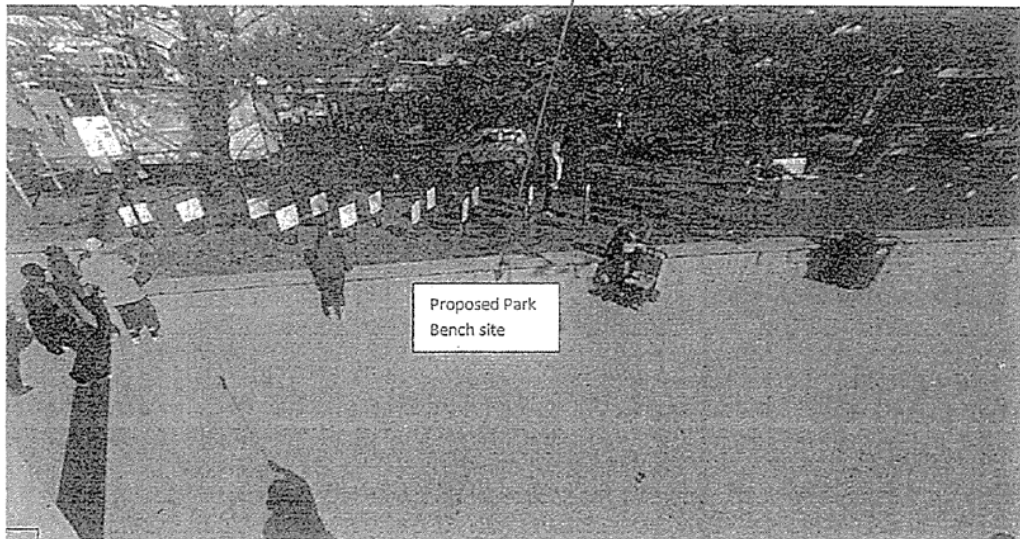
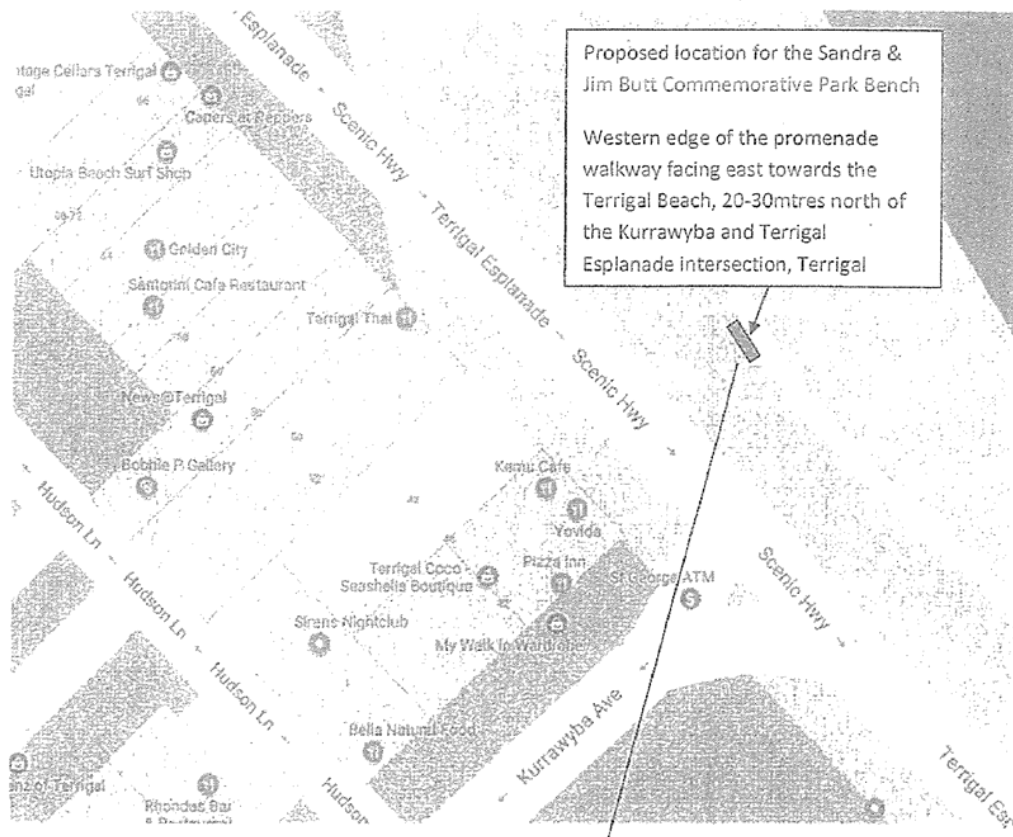
certify the following matters concerning the making of this statutory declaration by the person who made it: [* please cross out any text that does not apply]

1. *I saw the face of the person OR *I did not see the face of the person because the person was wearing a face covering, but I am satisfied that the person had a special justification for not removing the covering, and
2. *I have known the person for at least 12 months OR *I have confirmed the person's identity using an identification document and the document I relied on was Drivers Licence

[describe identification document relied on]

23rd August 2018

[date]





Item No: 3.7
Title: Meeting Record of the Coastal Open Space System (COSS) Committee held on 26 September 2018.
Department: Environment and Planning

26 November 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-05 - D13355328
Author: Zoie Magann, Advisory Group Support Officer
Manager: Luke Sulkowski, Unit Manager, Natural and Environmental Assets
Executive: Scott Cox, Director, Environment and Planning

Report Purpose

To note the draft Meeting Record of the Coastal Open Space System (COSS) Committee (the Committee) held on 26 September 2018, and consider the recommendations to Council from the Committee, including staff comments of those recommendations.

Recommendation

- 1 *That Council note the draft Meeting Record of the Coastal Open Space System (COSS) Committee held on 26 September 2018 that is Attachment 1 to this report.***
- 2 *That Council invite Gary Chestnut to attend Coastal Open Space System (COSS) Committee meetings, based on his historic and ongoing affiliation with the development and management of the COSS.***
- 3 *That Council invite a representative from the Office of Environment and Heritage (OEH) to attend a future meeting of the Coastal Open Space System (COSS) Committee to answer relevant questions about the draft Central Coast Regional Conservation Plan 2013.***

Link to Community Strategic Plan

Theme 4: Responsible

Goal G: Good governance and great partnerships

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

3.7 Meeting Record of the Coastal Open Space System (COSS) Committee held on 26 September 2018. (contd)

Committee Recommendation

The Advisory Group recommends to Council that Gary Chestnut be invited to attend the COSS Advisory Group meetings as a specialist, based on his level of expertise and former involvement in the Gosford COSS.

Staff Response

Staff have no objection to providing a formal invitation to Gary Chestnut to participate as an attendee on the Advisory Group given his historic and ongoing affiliation with the development and management of the COSS.

Recommendation to Council

That Council invite Gary Chestnut to attend Coastal Open Space System (COSS) Committee meetings, based on his historic and ongoing affiliation with the development and management of the COSS.

Committee Recommendation

The Committee recommends that Council submit a GIPA application with Office of Environment and Heritage to access a copy of the draft Central Coast Regional Conservation Plan 2013.

Staff Response

Lodgement of a GIPA application will likely incur a minor cost which could be absorbed within operating budgets. However the document is still in draft and the Office of Environment and Heritage (OEH) have advised that they do not intend to release it because it is no longer based on the most up-to-date information.

OEH have offered to meet with the COSS Advisory Committee. Staff recommend that it may be more appropriate to invite OEH to attend the COSS Advisory Committee so that relevant questions in relation to the draft Central Coast Regional Conservation Plan 2013 can instead be raised directly.

Recommendation to Council

That Council invite a representative from the Office of Environment and Heritage (OEH) to attend a future meeting of the Coastal Open Space System (COSS) Committee to answer relevant questions about the draft Central Coast Regional Conservation Plan 2013.

Attachments

1 Draft COSS Committee Meeting Record - 26 September 2018 D13355315

Coastal Open Space System (COSS) Committee Meeting Record - 26 September 2018



Location:	Wyong Administration Building Level 2 Committee Room 2 Hely Street, Wyong	
Date:	26 September 2018	
Time	Started at: 4.03pm	Closed at: 6.05pm
Chair	Mayor Jane Smith	
File Ref	F2018/00099	

Present:

Mayor Jane Smith, Deputy Mayor Chris Holstein, Councillor Louise Greenaway, Councillor Jeff Sundstrom, John Andrews, David Holland, Deb Holloman

Council staff present:

Dr Anumitra Chand – Section Manager Environmental Strategies, Scott Duncan – Section Manager Land Use and Policy, Rochelle Lawson – Senior Ecologist, Peter Ham – Unit Manager Waterways and Coastal Protection, Larry Melican – Section Manager Emergency Protection Natural Assets, Luke Sulkowski – Unit Manager Natural and Environmental Assets, Kelly Drover – Advisory Group Support Officer

Item 1 Apologies

Paul Links, Barbara Wills, Peter Draper – Department of Industry-Lands and Water (Crown Lands), Michael Hill – Forestry Corporation of NSW, David Green – Local Land Services (Greater Sydney), Mr Steve Atkins – NPWS Central Coast Area Manager, Scott Cox – Director Environment and Planning, Matthew Prendergast – Unit Manager Strategic Planning

Item 2 Disclosures of Interest

Mayor Smith previously declared a less than significant non-pecuniary interest as a former Chief Executive Officer of the Community Environment Network (CEN). CEN is delivering a project that works with COSS landholders, Council and other stakeholders to deliver on ground rehabilitation works.

Mayor Smith declared a less than significant non-pecuniary interest as a teacher with the Department of Education (DoE). DoE schools have been working on projects related to COSS.

Councillor Greenaway previously declared a less than significant non-pecuniary interest as a former Board Member of the Community Environment Network (CEN).

Item 3 Confirmation of Previous Meeting Record

The Advisory Group confirmed the Meeting Record from 25 July 2018.

The Advisory Group reviewed the Action Log.

Coastal Open Space System (COSS) Committee Meeting Record - 26 September 2018



Item 4 Land Acquisitions – Process for land acquisition

Rochelle Lawson provided a presentation on the Environmental Land Acquisition Program.

Action: The Advisory Group requests that as the Land Acquisition and prioritisation process matures, staff provide updates to the Committee at future meetings.

Action: Mayor Jane Smith and Barbara Wills to form a task group (with David Holland as a nominal attendee) to provide advice and recommendations on COSS assessment criteria and potential sites for land acquisitions. Group to meet on an adhoc basis as opportunities arise.

Item 5 Overview of COSS

Rochelle Lawson provided an overview of the Coastal Open Space System (COSS).

The Advisory Group noted there will be a report to Council 29 October 2018 regarding the long term protection of Porters Creek Wetland.

Item 6 Planning Proposals

Scott Duncan gave an update on Planning Proposals related to COSS.

Action: The Advisory Group requests that staff investigate a potential clause to be included in the Consolidated LEP that would continue implementation of the former Gosford COSS Strategy.

Item 7 Biodiversity Offset Scheme

Rochelle Lawson gave an update on the Biodiversity Offset Scheme.

Item 8 Biodiversity Stewardship Agreements Underway

Rochelle Lawson gave an update on the Biodiversity Stewardship Sites.

Item 9 COSS Status Report

Rochelle Lawson discussed the Draft Coastal Open Space System Status Report. A hardcopy of the report was provided to all Committee Members.

Item 10 Winney Bay Update

Luke Sulkowski gave an update on the Winney Bay Cliff Top Walk.

Action: The Advisory Group Support Officer to provide information to all Committee members regarding the exhibition period, drop in session at Copacabana Surf Club and link to the yourvoiceourcoast site for Winney Bay Cliff Top Walk which includes FAQ's, feedback form and a video of the site.

Coastal Open Space System (COSS) Committee Meeting Record - 26 September 2018



Item 11 Update from External Agency Representatives

There were no external agency representatives in attendance at the meeting.

Item 12 Consideration of Late Member Application

The Advisory Group has not accepted any new members.

Action: The Advisory Group recommends to Council that Gary Chestnut be invited to attend the COSS Advisory Group meetings as a specialist, based on his level of expertise and former involvement in the Gosford COSS.

Item 13 General Business and Close

The Advisory Group noted that OEH has declined to provide a copy of the draft Central Coast Regional Conservation Plan 2013 in response to Action Item 18 as below.

The Advisory Group recommends to Council that staff write to the Office of Environment and Heritage requesting a copy of the draft Central Coast Regional Conservation Plan 2013 for distribution to the Advisory Group.

Action: The committee recommends that Council submit a GIPA application with Office of Environment and Heritage to access a copy of the draft Central Coast Regional Conservation Plan 2013.

David Holland raised the COSS Strategy that had been circulated to the Committee. He noted that the Biodiversity Strategy may influence the future COSS Strategy. The Biodiversity Strategy is currently being developed and will be brought back to this Committee.

The Mayor advised that DoE Primary schools within the Erina catchment have been working on projects focused on COSS and biodiversity. The Mayor attended a recent event where students presented some of their work and participated in tree planting in COSS lands.

The meeting closed at 6.05pm

Next Meeting: Thursday 29 November 2018
4pm – 6pm
Central Coast Council Gosford Office
Level 1 Committee Room
49 Mann Street, Gosford

Item No: 3.8
Title: Response to Notice of Motion - Assessment of Pollution Risk from PFAS, Ash Dams and Air Pollution
Department: Environment and Planning



26 November 2018 Ordinary Council Meeting

Trim Reference: F2010/00500 - D13342623

Author: Brian Jones, Section Manager

Manager: Jamie Loader, Unit Manager, Development Assessment

Executive: Scott Cox, Director, Environment and Planning

Report Purpose

To provide Council with a response to Notice of Motion – Assessment of Pollution Risk from PFAS, Ash Dams and Air Pollution.

Recommendation

That Council receive the report Response to Notice of Motion – Assessment of Pollution Risk from PFAS, Ash Dams and Air Pollution.

Background

Council, at its meeting held 27 August 2018 resolved:

- 862/18 *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.*
- 863/18 *That Council request the Chief Executive Officer 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.*

In response to the above resolutions, the following advice is provided:

Resolution No 863/18

- a) **Current knowledge and status of existing or potential impacts of pollutants of PFAS, ash dams and power stations on the Central Coast**
- Per Fluoroalkyl and Poly-Fluoroalkyl Substances (PFAS) contamination has been detected in the soil, surface water and groundwater on and around the Munmorah and Colongra power station sites.
 - The Environment Protection Authority (EPA) has directed the owners of the Munmorah and Colongra power stations to investigate and report on the status and/or the potential risks from PFAS and other contaminants originating from the power station sites.
 - On 18 July 2018 the EPA published a report indicating there is no consistent evidence to establish public health and environment impacts from the power stations, however, investigations are continuing.
 - On 31 July 2018 the EPA reported PFAS and other contaminants are being managed in accordance with EPL requirements.
 - In June 2017 the EPA reported a compliance audit had determined all contaminants are being managed in a satisfactory environmental manner as required by their Environmental Protection Licences (EPLs).
 - The EPA has a dedicated website relating to PFAS and the environmental performance of the power stations on the Central Coast.
- b) **Current monitoring activities (including sites) undertaken by Council and other agencies or organisations**
- Council does not conduct or have any role in monitoring of contaminants from power station sites on the Central Coast.
 - The EPA is the lead agency and is solely responsible for monitoring PFAS and other contaminants from power station sites on the Central Coast.
 - The Office of Environment & Heritage (OEH) undertakes air quality monitoring within the Central Coast area and reports to the EPA for the purposes of the EPL's for the power stations on the Central Coast.

c) Current responsibilities and management actions of relevant agencies, Council and other stakeholders in relation to these pollutants

- The EPA is the Appropriate Regulatory Authority (ARA) under the *Protection of the Environment Operations Act 1997* (POEO) and is responsible to manage all risks associated with the PFAS and other contaminants originating from the power stations.
- Council has no direct responsibility for management of PFAS or other contaminants from power station sites on the Central Coast.
- The EPA may consult with stakeholders, including Council, where public health and environmental risks are identified.
- Council has similar rights as any stakeholder to be informed by the EPA about the management of environmental risks associated with any contaminant originating from the power station sites.
- Other agency stakeholders consulted by the EPA include NSW Department of Primary Industries, the Office of Environment & Heritage, NSW Health, NSW Food Authority and interested community groups.

d) Any proposed actions from relevant agencies regarding monitoring and management of risk from these pollutants or sources

- The EPA is continuing to monitor and review the presence of PFAS and other contaminants produced by the power stations on the Central Coast.
- The EPA should notify Council where risks are identified to public health and the environment.
- Currently the EPA is monitoring seafood within the Tuggerah Lake system with the aim of determining a better understanding of exposure pathways and to develop advice for consumption advice.
- The outcome date of the fish and seafood studies is not known at present.

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.

- Council continue to participate as a stakeholder in any investigation undertaken by the EPA as the ARA for the sites.
- Council participate in any monitoring program proposed or requested by the EPA.
- Council provide residents or any other stakeholder, any support appropriate.
- Council assist the EPA to investigate or monitor public or environmental health impacts from power stations in the area as requested.
- Council add a link for the EPA PFAS web page to the Central Coast Council website.

Link to Community Strategic Plan

Choose Themes

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

Nil.

Item No: 3.9
Title: 2018-19 Community Support Grant Program
Department: Connected Communities



26 November 2018 Ordinary Council Meeting

Trim Reference: F2017/02117 - D13375379
Author: Stuart Slough, Team Leader, Community Planning and Funding
Manager: Glenn Cannard, Unit Manager, Community Partnerships
Executive: Julie Vaughan, Director, Connected Communities

Summary

This report considers the applications and recommendations for the following community grant program:

- **Community Support Grant Program** – supports the community to deliver community activities which require a small amount of funding and/or in-kind support.

Recommendation

- 1 That Council allocate \$77,802.76 from the 2018-19 grants budget to the community grant programs as outlined in the following report and Attachment 1.***
- 2 That Council decline applications for the reasons indicated in Attachment 2, the applicants be advised and where relevant, directed to alternate funding.***

Context

Council's grant programs are provided to support the community to deliver quality programs, projects or events that build connections, celebrate our local community that align with the One-Central Coast Community Strategic Plan and build capacity across the entire Central Coast community.

The Community Support Grant Program is provided to support the community to deliver activities which require a small amount of funding and/or in-kind support. The Community Support Grant Program remains open throughout the year to provide assistance for community activities that require:

- 1 In-kind support through the provision of subsidised access to Council services.
- 2 Financial assistance for community activities that require a smaller amount of support.

The Community Support grant program provides a combined budget of \$300,000 annually as detailed in table 1 below.

Table 1: Community Support Grant Program

Program	Budget	Opening Period	2018/2019 allocation to date	Recommendation allocation within this report	Total allocation to date
Community Support Grant Program	\$300,000	Ongoing	\$0.00	\$77,802.76	\$0.00
TOTAL				\$77,802.76	\$0.00

Current Status

The Community Support Grant Program remains open for applications throughout the year and the closing date for each assessment period is the last day of each month.

The Community Support Grant Program provides up to \$5,000 per project per financial year in combined funding and in-kind Council services to applicants who are a legally constituted not-for profit organisations, or auspiced by one.

Assessment

Thirty one (31) applications were received and assessed by 5th October with twenty three applications (23) recommended for funding in this Council report.

The Community Support Grant applications were assessed by Council's Unit Manager Community Partnerships, the Community Planning and Funding Team and Events Team Leader.

Consultation

The availability of grant funding is provided on Council's website and promoted through Council's Social Media platforms.

An email with relevant information was provided to the community grants database

Council staff also provided information and individual appointments for the period that the grants were open.

General grant information sessions and drop-in sessions were held during September 2018 at:

- Council's Wyong office
- Smart Work Hub, Gosford
- The Hub, Erina
- Blue Haven Community Centre

Options

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

Financial Impact

Council's 2018/2019 Council Operational Expenditure budget allocates \$300,000 to the Community Support Grant Program. The \$77,802.76 recommended to be allocated by this report represents 25.9% of the annual budget of which there is currently 100% available.

Expenditure is approved until the end of the 2018-19 financial year. Unspent funds will lapse on 30 June 2019.

Link to Community Strategic Plan

Theme 1: Belonging

Goal A: Our community spirit is our strength

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

Risk Management

All successful applications will receive a letter of offer outlining Council's requirements of funding, service delivery and accountability for both Council and the funded organisation.

All successful applicants are required to submit a final project acquittal report no later than twelve (12) weeks after the agreed completion date of the activity/project with copies of any photos, promotional materials and evidence of payment/purchase for each funded item.

Critical Dates or Timeframes

This Grant Program is open all year and assessed on a monthly basis with the intention to allow applicants to apply for funding support which has a quicker response time.

Attachments

- | | | |
|----------|---|-----------|
| 1 | 2018-19 Community Support Grant Program - Recommended for funding | D13381488 |
| 2 | 2018-19 Community Support Grant Program - Not recommended for Funding | D13381494 |

Recommended for Funding

Organisation Name	Project	Amount	Staff Funding Recommendation
St John Ambulance Australia NSW	Open Emergency Services Recruitment Day- Tuggerah Lakes	\$2,350.00	Recommended for funding as community benefit is demonstrated and all relevant information is provided.
St John Ambulance Australia NSW	Resources for New Tuggerah Lakes Volunteers	\$4,470.0	Recommended for funding as community benefit is demonstrated on the condition that Central Coast Council logo or acknowledgement is include don the funded uniforms.
For Benefits Medicines Pty Ltd	Equipment for Volunteer Based Community Enterprise	\$4,800.00	Recommended for funding as community benefit is demonstrated and all relevant information is provided.
Davistown Progress Association	Rates Subsidy - Davistown Progress Hall	\$1,581.34	Recommended for funding as community benefit is demonstrated and all relevant information is provided.
Toukley & Districts Art Society Inc.	Community Art Workshops for kids and Adults	\$4,520.00	Recommended for funding as community benefit is demonstrated on condition that an updated schedule is provided prior to the release of funds.
The Bays Community Group Incorporated	Rates Subsidy for our Community Hall	\$719.72	Recommended for funding as community benefit is demonstrated and all relevant information is provided.
Copacabana SLSC	Copacabana Rockstars inclusive nippers programme equipment	\$5,000.00	Recommended for funding as community benefit is demonstrated and all relevant information is provided.
Volunteer Marine Rescue NSW	Upgrading of hot water unit on the base site	\$1,300.00	Recommended for funding as community benefit demonstrated on condition that owner's consent is confirmed prior to the release of funds.
Copacabana SLSC	The sanding and sealing of Copacabana SLSC auditorium floor	\$4,312.00	Recommended for funding as community benefit is demonstrated and all relevant information is provided. Applicant to liaise with Council's Facilities Management Unit before any work commences.
Central Coast Domestic Violence Committee Inc	Central Coast White Ribbon Committee Walk 2018	\$5,000.00	Recommended for funding as community benefit is demonstrated on condition that updated insurance details are provided prior to the release of funds.
Killarney Vale Preschool	Remove and replace concrete verandah slab	\$5,000.00	Recommended for funding as community benefit is demonstrated and all relevant information is provided.
Peninsula Chamber Of Commerce	Brisbane Water Oyster Festival	\$4,849.00	Recommended for funding as community benefit is demonstrated and all required information is provided.
Central Coast Country Music Association Inc	Music Workshops	\$2,120.80	Recommended for funding as community benefit is demonstrated and all relevant information is provided.

Organisation Name	Project	Amount	Staff Funding Recommendation
Coast Shelter	Supporting those in need	\$4,704.00	Recommended for funding as community benefit is demonstrated and all relevant information is provided.
Coastal a Cappella	Portable Sound System	\$1,569.00	Recommended for funding as community benefit is demonstrated and all relevant information is provided.
Ourimbah Region Residents Association Inc.	Hall hire subsidy	\$275.00	Recommended for funding as community benefit is demonstrated and all relevant information is provided.
Matcham Valley Pony Club	Replace old leaking metal roof on Club House/Kitchen/Meeting room	\$3,861.90	Recommended for funding as community benefit is demonstrated and all relevant information is provided.
NWSRA Region V Australia	Water Ski Racing Competition	\$1,811.00	Recommended for funding as community benefit is demonstrated and all relevant information is provided.
Central Coast Group Training	CCGT Excellence in Training Awards 2018	\$5,000.00	Recommended for funding as community benefit is demonstrated and relevant information is provided.
Copacabana Community Association	Road Closure and Waste Services	\$3,500.00	Recommended for funding as community benefit is demonstrated and all relevant information is provided.
Davistown Progress Association	Making Davistown Progress Hall Safer for all	\$4,559.00	Recommended for funding as community benefit is demonstrated and all relevant information is provided.
Uniting Church in Australia Property Trust (NSW) on behalf of Gosford Uniting Church	Carols in Kibble Park	\$5,000.00	Recommended for funding as community benefit is demonstrated and all relevant information is provided.
National Seniors Australia Central Coast - Wyong Branch Inc	Computer for Treasurer	\$1,500.00	Recommended for part funding as community benefit is demonstrated.
Total Recommended		\$77,802.76	

Not Recommended for Funding

Organisation	Project	Staff Funding Recommendation
Friends of The Entrance District Tennis Club Incorporated	The Entrance District Tennis Club court and facility upgrade	Not recommended for funding due to insufficient information provided. Recommend applicant liaise with CCC grants staff and reapply in a future round.
The Shepherd Centre for deaf children	'Jump Start' School Readiness Program and Virtual Reality Experience to support children with hearing loss in Central Coast area	Not recommended for funding due to insufficient information provided on local community program and benefit.
Gosford Water Polo	Junior Coaching and Referee Development Program	Not recommended for funding due to insufficient information provided. Recommend applicant liaise with CCC grants staff and reapply in a future round.
Diamond Women's Support	Mum2Mum Coastlife	Not recommended for funding due to insufficient information provided. Recommend applicant liaise with CCC grants staff and reapply in a future round.
Spencer Community Progress Group Inc	Maintaining Community Resilience	Not Recommended for funding as application is retrospective and therefore ineligible. Recommend applicant liaise with CCC grants staff and reapply in a future round.
Yarran Early Intervention Services	engaging, participating and including everyone at Monkey Mania and	Not recommended for funding due to insufficient information provided. Recommend applicant liaise with CCC grants staff and reapply in a future round.
Uniting	Brighter Futures Children's Christmas Party	Not recommended for funding as applicant deemed able to self-fund.
Sport Central Coast	2018 Central Coast Sports Awards	Not recommended for funding due to insufficient information provided, limited attendees and high entry cost to participants.



Item No: 3.10
Title: 2018 Chain Valley Colliery/Lake Coal Community Funding Program
Department: Connected Communities

26 November 2018 Ordinary Council Meeting

Trim Reference: F2016/01767 - D13374049
Author: Stuart Slough, Team Leader, Community Planning and Funding
Manager: Glenn Cannard, Unit Manager, Community Partnerships
Executive: Julie Vaughan, Director, Connected Communities

Summary

This report considers the applications and recommendations for the 2018 Chain Valley Colliery Community Funding Program as agreed by the Community Assessment Panel on 8th October 2018.

Recommendation

- 1 That Council resolve, for the purposes of s.11(3) of the Local Government Act 1993, that Attachment 1 is to be treated and remain as confidential because these documents contain information that would, if disclosed confer a commercial advantage on a person with whom Council is conducting (or proposing to conduct) business.**
- 2 That Council allocates \$85,830.71 from the 2018 Chain Valley Colliery Community Funding Program as outlined in Attachment 3.**
- 3 That Council decline applications for the reasons indicated in Attachment 4, the applicants be advised and where relevant, directed to alternate funding.**

Context

The Chain Valley Colliery Community Funding Program was established between Lake Coal Pty Ltd and Central Coast Council as part of the Voluntary Planning Agreement (Confidential Attachment 1) which was developed in response to condition 11 and 12 of the development consent. The initiative is to provide funding for projects undertaken for the purpose of improving public infrastructure or the provision of community projects for the following communities:

- Summerland Point
- Gwandalan
- Chain Valley Bay
- Mannering Park

Current Status/Tender Submissions

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

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

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

- The establishment and administration of the Community Advisory Panel which is to make recommendations to Council as to the specific community projects to which the contributions should be applied in order to improve public infrastructure.
- The Community Advisory Panel will be comprised of representatives from Council, Lake Coal Pty Ltd and the local community.
- Council will hold the contributions made by Lake Coal Pty Ltd under the Voluntary Planning Agreement.
- Expenditure of the Contributions may only be made in accordance with recommendations made by the Community Advisory Panel.

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

Current Status/Submissions

The 2018 round of the Chain Valley Colliery Community Funding Program opened on the 14th August and closed 21st September 2018. Funding of up to \$30,000 per project was available for projects which met the Program Guidelines and an eligibility check and rating of each application against the criteria was undertaken by staff. The Community Advisory Panel met on 8th October 2018 to assess the applications and provide recommendations to Council. The minutes of the panel meeting are attached (Attachment 2).

This Panel included the following members:

Central Coast Council delegate

Glenn Cannard, Unit Manager Community Partnerships

Lake Coal representative

Mr Wade Covey, Environmental & Community Coordinator

Community representatives

Mr John Oakes

Mr Paul Maky

Mr Andrew Whitbourne

Assessment

Seventeen (17) applications were received for the Chain Valley Colliery Community Funding Program 2018 with a total of \$223,513.71 in requests. A total of nine (9) applications are recommended for funding with a combined amount of \$85,830.71.

Consultation

Information on the Chain Valley Colliery Community Funding Program was available on Council's Grants and Sponsorship Program web page and was advertised in the Central Coast Express Advocate newspaper prior to the funding program opening.

An e-mail was sent to the Community Partnerships database advising of the opening and closing dates of Chain Valley Colliery Community Funding Program. Further promotion of the Program was placed on radio and on Council's social media platforms including Facebook and Twitter.

Council's Community Grants Officer held three (3) information sessions covering Summerland Point, Gwandalan, Chain Valley Bay and Mannering Park throughout the opening period. In addition one (1) grant drop-in session available to all areas was held at Central Coast Council Wyong Office.

Council also offered information and individual appointments throughout the times the grant was open.

Options

- 1 Approval of recommended applications will provide a community benefit to residents of the Summerland Point, Gwandalan, Chain Valley Bay and Mannering Park communities.
- 2 Non approval of some or all applications, as recommended, may result in projects not being undertaken. In the instance of non-approval, Council will be required to abide by 4.2 of the VPA.

Financial Impact

There are no financial implications associated with the adoption of the proposed recommendations for the Chain Valley Colliery Community Funding Program.

The total available funds held by Council for the 2018 round is \$136,275.35 with an amount of \$85,830.71 being recommended for allocation by the Community Advisory Panel. The remaining funds of \$50,444.64 will be rolled over into the 2019 Chain Valley Colliery Community Funding Program.

Link to Community Strategic Plan

Theme 1: Belonging

Goal A: Our community spirit is our strength

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

Risk Management

Nil Impact

Critical Dates or Timeframes

Nil Impact

Attachments

- | | | |
|----------|---|-----------|
| 1 | CONFIDENTIAL -Chain Valley Colliery Voluntary Planning Agreement (Confidential) - | D13381067 |
| 2 | Chain Valley Colliery Community Assessment Panel Meeting Minutes | D13380716 |
| 3 | Chain Valley Colliery Community Grants October 2018 - Recommended | D13380714 |
| 4 | Chain Valley Colliery Community Grants October 2018 - Not Recommended | D13380713 |
| 5 | Chain Valley Colliery Fund Guidelines | D13380717 |

Chain Valley Colliery/Lake Coal Community Assessment Panel Meeting Record 8 October 2018



Central
Coast
Council

Location:	Central Coast Council Wyong Office Level 2 Committee Room 2 Hely Street, Wyong	
Date:	8 October 2018	
Time	Started at: 10am	Closed at: 12.15pm
Chair	Glenn Cannard, Unit Manager Community Partnerships Central Coast Council	
File Ref	(Trim folder)	

Present :

Andrew Whitbourne – Community Assessment Panel member
 John Oakes - Community Assessment Panel member
 Paul Maky - Community Assessment Panel member
 Wade Covey - Environmental and Community Coordinator Lake Coal
 Glenn Cannard - Unit Manager Community Partnerships Central Coast Council
 Stuart Slough - Team Leader Community Planning and Funding Central Coast Council (non-voting)
 Matt Potter - Grants Officer Central Coast Council (non-voting)

The meeting commenced at 10.03am

Item 1 Acknowledgement of Country

GC Acknowledgment of Country

Item 2 Welcome and Apologies

Introductions of all present

Item 3 Confidentiality

The Chairperson asked the Panel to agree that all recommendations remain confidential until approved at a Council meeting as outlined in Clause 11 of the Chain Valley Colliery Contributions Expenditure Community Advisory Panel Operating Rules and Terms of Reference.

The Panel unanimously agreed.

Meeting Record
8 October 2018



Item 4 Disclosure of Interests

Wade Covey declared no interests. However, noted that Lake Coal has provided funds for projects, however, he has no personal involvement in any of the projects nor will he personally gain from any.

John Oakes declared a significant non-pecuniary interest as he is a member of the Chain Valley Progress Association who have submitted applications to the Colliery Community Fund in 2018. John stated he was not involved in any of the projects and is not on the board of the association.

Andrew Whitbourne disclosed a significant non-pecuniary conflict of interest for the following applications:

- Mannering Park Amateur Sailing Club due to being a member of the Executive Committee.
- Mannering Park Tidy Towns due to being on the Committee.
- Manno Mens Shed due to being a member.

Paul Maky declared less than significant non-pecuniary interest for the following applications:

- Gwandaland and Summerland Point Improvement.

Paul is a member of GASPIC who have submitted applications to the Colliery Community Fund in 2018 but has not personally been involved in any of the projects or submissions other than encouraging the group to apply.

Glenn Cannard declared no interests.

Matt Potter declared no interests.

Stuart Slough declared no interests.

Item 5 Panel Assessment of Chain Valley/Lake Coal Community Fund Grant application

Wade Covey asked for confirmation on the total figure quoted in the Panel Report of available funds (\$136,275.35) in 2018 is from Councils Account department.

Glenn Cannard confirmed this is the total amount available and any interest earned would be rolled into next year's fund.

Glenn Cannard asked the Panel to note that some projects were split into two (2) parts to fit under the \$30,000 grant allowance per project. The panel should note these may require the other to be funded to be a viable project e.g. Play Equipment and the soft fall.

Assessment of the seventeen (17) eligible applications submitted in 2018 Chain Valley Colliery Community Funding Program.

The Assessment Panel went through each of the applications ranked by Staff from highest to lowest one by one and made a recommendation.

The following is a summary of individual questions and discussions that were raised during assessment of the 'Recommended' applications:

Meeting Record
8 October 2018



Application ID	Organisation Name	Project Title	Grant Amount Requested	Panel Comments
Colliery0006201819	Manning Park Amateur Sailing Club Inc.	Jetty Solar Lighting Project	\$9,696.00	<p>Andrew Whitbourne left the room during discussions and voting.</p> <p>Wade Covey ask for confirmation that it was a public jetty and accessible to community.</p> <p>Unanimous support by Panel to fund project.</p>
Colliery0007201819	Southlake Marketplace	Out and About	\$941.95	Unanimous support by Panel to fund project.
Colliery0008201819	Northern Lakes Neighbourhood Centre	"Big Fun Up North" Project - Continued	\$6,866.60	Unanimous support by Panel to fund project.
Colliery0011201819	Gwandalan and Summerland Point Peninsula Improvement Group	Supply and install portable defibrillators x 3	\$10,254.00	<p>The panel acknowledged the age of patrons which used the halls. However, discussed the limitations of access to such equipment, need for trained users of the equipment and the ongoing maintenance.</p> <p>The panel felt other funding programs may be better suited.</p> <p>The panel resolved not to fund this application.</p>
Colliery0012201819	Chain Valley Bay Progress Association Incorporated	CVB North Playground Covered Picnic Table	\$6,300.00	Unanimous support by Panel to fund project.
Colliery0017201819	Gwandalan and Summerland Point Peninsula Improvement Group	Supply and install double length picnic tables x 3	\$24,500.00	<p>The panel were supportive and felt the three possible areas nominated for the table were well utilised areas with limited facilities.</p> <p>Unanimous support by Panel to fund project with applicant to nominate preferred location.</p>

Meeting Record
8 October 2018



Application ID	Organisation Name	Project Title	Grant Amount Requested	Panel Comments
Colliery0018201819	Chain Valley Bay Progress Association Incorporated	Lockable Cage for Beach Wheelchair at Joshua Porter Reserve	\$1,600.00	Unanimous support by Panel to fund project.
Colliery0013201819	Chain Valley Bay Progress Association Incorporated	Softfall under Kingfisher Shores Children's Playground	\$7,555.00	The panel were supportive in principle. However, discussed the fact that Kingfisher Shores is actually a separate suburb and not technically covered by the VPA Agreement despite its proximity to the Colliery. Council to seek legal advice and applicant to be encouraged to apply under another Council funding program. The panel resolved not to fund this application.
Colliery0015201819	Chain Valley Bay Progress Association Incorporated	Outdoor Play Equipment at Kingfisher Shores Playground	\$29,874.00	The panel were supportive in principle. However discussed the fact that Kingfisher Shores is actually a separate suburb and not technically covered by the VPA Agreement despite its proximity to the Colliery. Council to seek legal advice and applicant to be encouraged to apply under another Council funding program. The panel resolved not to fund this application.
Colliery0016201819	Gwandalan and Summerland Point Peninsula Improvement Group	New shelters to existing picnic tables x 3	\$30,000.00	The panel discussed the high costs of the project and also that the total cost of the project was \$5,000 more than requested with the applicant not specifying how the shortfall would be met. The panel resolved not to fund this application.

Meeting Record
8 October 2018



Application ID	Organisation Name	Project Title	Grant Amount Requested	Panel Comments
Colliery0004201819	Mannering Park Tidy Towns	Health for all our community.	\$29,920.00	<p>Andrew Whitbourne left the room during discussions and voting.</p> <p>The panel noted that similar equipment in other areas are well utilised.</p> <p>Unanimous support by Panel to fund project with the condition there is confirmation from Council on the preferred supplier.</p>
Colliery0019201819	Gwandalan and Summerland Point Peninsula Improvement Group	Provide roof and seating to existing bus stop	\$30,000.00	<p>The panel felt that considering the low patronage based on Council data and Councils role in providing these assets that other projects provided more community enhancement as per programs intended outcomes.</p> <p>The panel resolved not to fund this application.</p>
Colliery0009201819	Manno Men's Shed Inc.	Dust Extraction System New Installation	\$30,000.00	<p>Andrew Whitbourne left the room during discussions and voting.</p> <p>The panel were supportive in principle. However, they felt the item was a lot of money for a single piece of equipment to fund through the program.</p> <p>Glenn Cannard stated that part funding such projects was an option and there are also other funding avenues such as State funding and Councils Community Infrastructure fund.</p> <p>The panel resolved not to fund this application.</p>

Meeting Record
8 October 2018



Application ID	Organisation Name	Project Title	Grant Amount Requested	Panel Comments
Colliery0010201819	Gwandalan Lioness	Materials to build 30 Art Display stands size 2400mmx1220mmx4mm	\$5,039.00	The panel discussed the event which is well attended and the potential use of the Men's Shed to assist with construction. Unanimous support by Panel to fund project.
Colliery0003201819	Mannering park tidy towns group Inc.	Restoration of The Community Hall Pelican Statue.	\$967.16	Andrew Whitbourne left the room during discussions and voting. Glenn Cannard provided background information on the Mannering Park Community Hall and the care and funding the community has invested in maintaining it. Unanimous support by Panel to fund project.
Colliery0002201819	Lighthouse Church	Doylo Summerfest Carols	\$6,810.00	The panel resolved not to fund this application.
Colliery0014201819	Mannering Park Parents and Citizens Association	Mannering park public school garden project	\$3,000.00	The Panel felt there was not enough information in the application form. The panel discussed the potential for the applicant to apply under the Community Support Grant Program with additional details. The panel resolved not to fund this application.

Meeting Record
8 October 2018



Following discussions of the applications, it was resolved to fund the following projects for the following amounts:

Application ID	Organisation Name	Project Title	Funding Recommended
Colliery0006201819	Mannering Park Amateur Sailing Club Inc.	Jetty Solar Lighting Project	\$9,696.00
Colliery0007201819	Southlake Marketplace	Out and About	\$941.95
Colliery0008201819	Northern Lakes Neighbourhood Centre	"Big Fun Up North" Project - Continued	\$6,866.60
Colliery0012201819	Chain Valley Bay Progress Association Incorporated	CVB North Playground Covered Picnic Table	\$6,300.00
Colliery0017201819	Gwandalan and Summerland Point Peninsula Improvement Group	Supply and install double length picnic tables x 3	\$24,500.00
Colliery0018201819	Chain Valley Bay Progress Association Incorporated	Lockable Cage for Beach Wheelchair at Joshua Porter Reserve	\$1,600.00
Colliery0004201819	Mannering Park Tidy Towns	Health for all our community.	\$29,920.00
Colliery0010201819	Gwandalan Lioness	Materials to build 30 Art Display stands size 2400mmx1220mmx4mm	\$5,039.00
Colliery0003201819	Mannering park tidy towns group Inc.	Restoration of The Community Hall Pelican Statue.	\$967.16
		Total Recommended	\$85,830.71

The remaining applications to be not recommended for funding and the remaining funds of \$50,444.64 be rolled over into the 2019 Chain Valley Colliery Community Funding Program.

The panel's recommendations were all agreed with unanimously.

Meeting Record
8 October 2018



Item 5 Consideration of grant variation requests from 2017

The panel considered two (2) grant variation requests from the 2017 grant round:

Application ID	Organisation Name	Project Title	Grant Variation Request	Panel Comments
Colliery 00001	Mannering Park Amateur Sailing Club	Flying Ant Project	Request to use underspend to fix second hand equipment approved through grant.	\$250 approved by Panel to fund work on boats. Applicant to detail in grant acquittal.
Colliery 00011	Uniting	"Big Fun Up North" Project	Request for change of funding for activity for Children's Week due to supplier 'The Big Yellow Bus' changing owners	Unanimous support by Panel to approve variation.

Item 6 Consideration of project recognition e.g. plaques, case studies

Wade Covey raised the need for recognition of projects funded by the Chain Valley Colliery/Lake Coal Community Fund through way of plaques and or stickers.

Wade raised the need for guidance and consistency. Wade also requested if the costs associated with such recognition could be paid out of the Chain Valley Colliery/Lake Coal Community Fund as they it was related to the funded projects.

Glenn Cannard suggested Council would need to seek advice from Council's Financial Unit on whether the Panel could utilise funds towards recognition plaques and stickers for funded projects. Council would also put forward a mechanism/process for consideration by the Panel for applicants to apply for plaques and or stickers if funding was available.

Item 7 General Business

Wade Covey acknowledged the work of the Panel and Council in delivering the program in 2017 and 2018 and said it was great to start to see the funded projects coming to fruition.

Wade Covey suggested that the Panel hold a Planning Meeting in early 2019 to discuss the Voluntary Planning Agreement, Program Guidelines, successful projects, recognition and planning for the 2019 Round.

Meeting Record
8 October 2018



Wade Covey notified the Panel that Lake Coal has entered into Voluntary Administration. Wade outlined that it is currently a difficult situation on site for Staff and their main priorities are keeping staff safe and meeting Statutory Obligations. Receivers intend to continue operations at Chain Valley Colliery on a "business as usual" basis in the interim period while they finalise their assessment. Wade conveyed appreciation of the Committee's patience during this time.

Actions:

1. Council to seek legal guidance on Kingfisher Shores suburb and potential to fund projects in this area under the Voluntary Planning Agreement.
2. Council to seek advice from Council's Financial Unit if costs associated with recognition such as plaques and stickers for projects funded under the Chain Valley Colliery/Lake Coal Community Fund could be paid for by the fund.

The meeting closed at 12.15pm

Next Meeting: **Proposed: 10:00am 8th April 2019**
 Committee Room, 2 Hely Street Wyong
 Central Coast Council

2018 Chain Valley Colliery Community Funding Program - Recommended for Funding

Chain Valley Colliery Community Funding Program –Recommended for funding

Applicant	Project	Panel Funding Recommendation
Mannering Park Amateur Sailing Club Inc.	Jetty Solar Lighting Project	\$9,696.00
Southlake Marketplace	Out and About	\$941.95
Northern Lakes Neighbourhood Centre	"Big Fun Up North" Project - Continued	\$6,866.60
Chain Valley Bay Progress Association Incorporated	CVB North Playground Covered Picnic Table	\$6,300.00
Gwandalan and Summerland Point Peninsula Improvement Group	Supply and install double length picnic tables x 3	\$24,500.00
Chain Valley Bay Progress Association Incorporated	Lockable Cage for Beach Wheelchair at Joshua Porter Reserve	\$1,600.00
Mannering Park Tidy Towns	Health for all our community.	\$29,920.00
Gwandalan Lioness	Materials to build 30 Art Display stands size 2400mmx1220mmx4mm	\$5,039.00
Mannering park tidy towns group Inc.	Restoration of The Community Hall Pelican Statue.	\$967.16
Total Recommended		\$85,830.71

2018 Chain Valley Colliery Community Funding Program - Not Recommended for Funding

Chain Valley Colliery Community Funding Program – Not Recommended for funding

Applicant	Project	Staff Funding Recommendation
Gwandalan and Summerland Point Peninsula Improvement Group	Supply and install portable defibrillators x 3	Application not recommended for funding. Applicant to be directed to more suitable funding programs.
Chain Valley Bay Progress Association Incorporated	Softfall under Kingfisher Shores Children's Playground	Application not recommended for funding due to legal advice required to confirm the Kingfisher Shores suburb is covered by the Voluntary Planning Agreement. Applicant to be advised to apply through the Community Infrastructure Grant Program.
Chain Valley Bay Progress Association Incorporated	Outdoor Play Equipment at Kingfisher Shores Playground	Application not recommended for funding due to legal advice required to confirm the Kingfisher Shores is covered by the Voluntary Planning Agreement. Applicant to be advised to apply through the Community Infrastructure Grant Program.
Gwandalan and Summerland Point Peninsula Improvement Group	New shelters to existing picnic tables x 3	Application not recommended for funding in the 2018 round. As overall funding pool was limited, the project was deemed a lower priority for funding by the assessment panel.
Gwandalan and Summerland Point Peninsula Improvement Group	Provide roof and seating to existing bus stop	Application not recommended for funding in the 2018 round. As overall funding pool was limited, the project was deemed a lower priority for funding by the assessment panel.

Applicant	Project	Staff Funding Recommendation
Manno Men's Shed Inc.	Dust Extraction System New Installation	Application not recommended for funding in the 2018 round. As overall funding pool was limited, the project was deemed a lower priority for funding by the assessment panel. Applicant to be advised to apply through the CCC Community Infrastructure Grant Program.
Lighthouse Church	Doylo Summerfest Carols	Application not recommended for funding in the 2018 round. As overall funding pool was limited, the project was deemed a lower priority for funding by the assessment panel.
Mannering Park Parents and Citizens Association	Mannering Park Public School Garden Project	Application not recommended for funding as insufficient information was supplied to make an assessment. Applicant to be advised to consider reviewing and submitting the project in the CCC Community Support Grant Program.



What's
your next
big idea?

Make it
HAPPEN
with...

2018 Chain Valley Colliery Community Funding Program

What is the Chain Valley Colliery Community Funding Program?

The Chain Valley Colliery Community funding program has been established as a joint initiative between Lake Coal Pty Ltd and Central Coast Council to provide funding for organisations to deliver projects that improve community infrastructure and services in the following communities:

- Summerland Point
- Gwandalan
- Chain Valley Bay
- Mannering Park

Why is the Chain Valley Colliery Community Funding Program limited to certain areas?

On the 23 December 2013, Lake Coal Pty Ltd (LCPL) was granted development consent to extract up to 2.1 million tonnes of coal per calendar year until 31 December 2027.

As a condition of consent LCPL & Council have developed a Voluntary Planning Agreement (VPA) that requires \$0.035 for each tonne of coal produced to be allocated as a community funding program to develop community capacity within the suburbs of Summerland Point, Gwandalan, Chain Valley Bay and Mannering Park.

Available Funding and Key Dates

Total annual funding available is dependent on business operations and will be stated on Council's website prior to applications opening each year.

Individual applications can be made for funding of up to \$30,000 annually per project for the 2018 Round.

The program will open on 14 August 2018 for applications. Applications close on 21 September 2018.

1 Expected Program Outcomes

Each application is required to address a minimum of **one** of the following outcomes within the locations of Summerland Point, Gwandalan, Chain Valley Bay or Mannering Park:

- 1.1 Increase in community participation through creating vibrant neighbourhoods and public spaces.
- 1.2 Increased opportunities for recreation and leisure.
- 1.3 Increase in arts and culture, celebrations and events.
- 1.4 Enabling start up social enterprises.
- 1.5 Enhanced sense of local identity.
- 1.6 Increase in promotion of green spaces and the environment.
- 1.7 Building strong and innovative community infrastructure.

Lake Coal

Chain Valley Colliery

2018 Chain Valley Colliery Community Funding Program

2 Eligibility

- 2.1 Applicants must be a legally constituted not-for-profit organisation.
- 2.2 Applicants must be able to demonstrate that the project will benefit residents of the Summerland Point, Gwandalan, Chain Valley Bay or Mannering Park communities.
- 2.3 All applicants must meet the grant program eligibility criteria and address one or more of the program outcomes.
- 2.4 Only one application per project, per financial year, may be successful in obtaining funding across any of Council's grant funding programs.

3 The following are ineligible

- 3.1 Late or incomplete applications.
- 3.2 Proposals that do not directly benefit the Summerland Point, Gwandalan, Chain Valley Bay or Mannering Park communities.
- 3.3 Applicants who have overdue acquittals from previous funding from Council under any of Council's grant programs will not be eligible.
- 3.4 Events, projects or activities with a religious, political or sectarian purpose, where that purpose may exclude or offend members of the broader community.
- 3.5 Retrospective funding of any event, project or activity. This includes any activity commencing 2 months post the grant round closing date.
- 3.6 General fundraising appeals.
- 3.7 Applicants in a position to self-fund the project.
- 3.8 Proposals from Government Departments, agencies or Council.
- 3.9 Proposals that duplicate a project, service or activity already existing within the LGA.
- 3.10 A project, event, service or activity which primarily benefits a single individual or business.
- 3.11 Applications seeking funds for personal benefit such as travel, meal or accommodation costs.
- 3.12 Applications seeking funds for prize money, gifts and or awards including trophies, gift vouchers.

- 3.13 Applications that seek support for supplementing, increasing or continuing ongoing service delivery or for funding the core business of the organisation.
- 3.14 Purchase of land or buildings.

4 Assessment Criteria

Each application will be assessed as follows:

- 4.1 Addresses an identified community priority as outlined in Section 4 – 30%
- 4.2 The extent to which the project delivers social, cultural, economic or environmental benefits – 30%
- 4.3 The extent to which the budget is comprehensive, realistic and provides value for money – 20%
- 4.4 The extent to which the application demonstrates that any ongoing or recurrent costs of the project can be met by the community group once grant funding has been expended – 10%
- 4.5 Capacity of the organisation to undertake all aspects of the proposed project – 10%

As resources are limited, not every application that meets the assessment criteria will necessarily receive a grant.

5 Assessment Process

- 5.1 Applications are only accepted online through Central Coast Council's website www.centralcoast.nsw.gov.au and the appropriate online application form. Assistance is provided to any group or individual if requested to ensure access and support with the online system.
- 5.2 Applications will be assessed by an Assessment Panel. The Panel will assess and make recommendations for projects received through the community grant program and recommendations will be reported to Council for endorsement.
- 5.3 All applicants will be notified of the outcome of their application.
- 5.4 Unsuccessful applicants are encouraged to seek feedback from the Council's Grants Team on their application. Some grant programs are highly competitive and even though an application may meet the program criteria it may not be competitive against other applications.

2018 Chain Valley Colliery Community Funding Program

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| <p>5.5 Successful applications will be invited to liaise with a Council representative to negotiate and sign a Funding Agreement outlining the requirements of their grant. This Funding Agreement must be signed prior to funding being provided.</p> <p>5.6 All projects must be completed as agreed upon within the funding agreement.</p> <p>5.7 All grantees are required to provide an interim report on their project if requested. A final project report must be submitted no later than twelve (12) weeks after the agreed completion date of the activity/project with copies of any photos and promotional materials as specified in the funding</p> | <p>6.4 To ensure an accountable and transparent assessment process is maintained, Council staff and funding assessors are required to declare any potential pecuniary or non-pecuniary conflict of interest.</p> <p>6.5 All written and verbal communication regarding an application will only be with the applicant or the contact person listed in the application.</p> <p>6.6 All decisions of Central Coast Council are final and no negotiations will be entered into.</p> |
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6 Additional Information

- 6.1 In addition to the completed application form, the following must be provided:
- A copy of your most recently audited financial statements (or a statement of income and expenditure signed by your finance manager, if your organisation is not subject to audit requirements).
 - Your organisation's most recent Annual Report - minimum of Form A12, if this is your annual reporting obligation to NSW Fair Trading.
 - Evidence of other funding secured or applied for (if relevant).
 - A copy of your organisation's Certificate of Incorporation or evidence of being a legally constituted not-for-profit organisation or Authority to Fundraise from the NSW Office of Liquor, Gaming and Racing.
 - A copy of your organisation's public liability insurance certificate or a written quotation for public liability insurance cover for \$10 million.
 - For capital works and / or equipment, two quotes for each item valued at \$1000 or more.
- 6.2 Offer of funds by Council in no way implies any ongoing funding commitment or obligation by Central Coast Council or Lake Coal Pty Ltd.
- 6.3 Approval of a grant does not imply that Central Coast Council has given any other consent. Applicants should note that most infrastructure projects and many festivals and events require approvals and consents from Central Coast Council, NSW Police and other state government agencies.

Item No: 3.11
Title: Tender CPA/286371 – Supply of Tourism Marketing and Industry Services Contract



Department: Connected Communities

26 November 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-04 - D13338557

Author: Teresa Walters, Section Manager, Communication and Engagement

Manager: Sue Ledingham, Unit Manager Community Engagement

Executive: Julie Vaughan, Director, Connected Communities

Summary

This report makes recommendations in relation to the agreement between Central Coast Council and The Affinity Partnership Pty Ltd and the execution of a one year extension of the agreement.

Recommendation

- 1 That Council note the report and attachment on Supply of Tourism Marketing and Industry Services Contract CPA/286371.**
- 2 That Council delegates to the Chief Executive Officer the power to approve the extension of the agreement with The Affinity Partnership Pty Ltd until 30 June 2020.**
- 3 That Council resolve, pursuant to s.10A(2)(c) of the Local Government Act 1993, that all the confidential attachments to this report remain confidential, as the information in those attachments would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.**

Background

At its 23 November 2016 Ordinary Meeting, Council resolved the following (in part):

536/16 *That Council invite Expressions of Interest for a suitably qualified external organisation to manage and deliver destination marketing in collaboration with the industry for the Central Coast region from 1 July 2017 for a two year period with one year extension option.*

Further at its 24 May 2017 Ordinary Meeting, Council resolved the following (in part):

3.11 Tender CPA/286371 – Supply of Tourism Marketing and Industry Services Contract (contd)

287/17 *That Council delegate to the Chief Executive Officer the function of negotiating and entering into negotiations with the first ranked tenderer, including but not limited to negotiations on the terms of the proposed contract.*

Subsequently Council entered into a two year contact with one year extension option to 30 June 2020 with the first ranked tenderer, The Affinity Partnership Pty Ltd.

The scope of the services for this agreement includes the delivery of a marketing strategy, execution of marketing and promotional activities, delivery of tourism industry services, stakeholder relations and partnerships generation, plus measurement and evaluation of the progress of the provision of the services.

Tourism plays an important role in the region's economy alongside the largest sectors of retail, manufacturing, property and business services, and health and community services. The tourism industry generates essential expenditure that trickles down and supports businesses throughout the Central Coast economy. In 2017, the Central Coast area's visitor market was valued at an estimated \$912.3 million. (Source: Tourism Research Australia).

Council facilitates the delivery of tourism marketing and management in the region through planning and co-ordinated actions in collaboration with the tourism industry, tourism funding bodies and other regional stakeholders.

The Destination Management Plan for the Central Coast (2018-2021) guides tourism development and destination management for the next five years for all stakeholders; to help ensure long-term viability and sustainability of this vital sector for the Central Coast economy. The Tourism Opportunity Plan 2018 (Draft) is an outcome of the Destination Management Plan and provides direction on the public and private sector investment and activation opportunities which will be instrumental for Central Coast in achieving its economic, community and environmental ambitions over the next decade.

Council is also in the process of establishing a Central Coast Tourism Advisory Committee to advise Council on matters relating to tourism destination management and marketing for the Central Coast Council local government area.

Current Status

The major challenge to grow tourism sustainably on the Central Coast has been identified as changing perceptions about the Central Coast, particularly about what is on offer in terms of quality and varying experiences. Market evaluation and visitor surveys was the starting point and this has informed a new brand positioning for the destination, which has been developed to assist in bringing together individual locations into a distinct Central Coast destination.

This has been supported with a marketing campaign focussed on perception change and targeting the lucrative and close proximity market out of Sydney. This campaign is underway, inclusive of a new comprehensive online guide of activities, attractions, accommodation restaurants and retail via a new website visitcentralcoast.com.

Visitation for the Central Coast has seen a 3% increase since 2013, however the growth rates are below what is being achieved elsewhere in New South Wales, indicating the potential of a far greater capacity than is currently realised on the Central Coast. In 2017-18, New South Wales' average annual visitor growth increased by 5%.

To improve the Central Coast's competitiveness and market share of growth, it is recommended that destination marketing focussed on perception change and partnership investment from the tourism industry is continued; noting changing perceptions is a long term strategy to contribute to sustainable tourism for the Central Coast. Consistency in the delivery of the new destination brand is also important to achieve that perception change. Consistency in customer experience for visitors is an area of focus to engage with the industry going forward.

The overarching goal is to boost visitor economy by establishing Central Coast as a desirable visitor destination. The Affinity Partnership Pty Ltd has demonstrated in their performance reports that small improvements have already been made in how consumers positively perceive the Central Coast and the net effect of increasing their intentions to travel here. Tourism operators' satisfaction with the value of their investment in marketing and the support services delivered has also increased slightly and measurable outcomes have been evident from the recent marketing campaign with the significant increase in website traffic and leads for industry business listings.

Assessment

As one of the biggest industries on the Central Coast, it is recommended that the focused approach to tourism marketing and supporting services to the tourism industry be maintained. This is to ensure the best return on the significant investment of public monies in tourism for the Central Coast community.

Council proposes that to achieve the vision and goals for tourism in the Central Coast region, that the current external services contract be continued for a year extension.

A one year extension to the external provision of these services was intended when the tender was released. It was known that the transition to a new provider for marketing and tourism industry services, including understanding the tourism industry issues, securing previously unengaged local businesses as financial partners, working within Destination New South Wales' new framework for regional marketing and achieving buy-in to a new brand positioning and marketing strategy would take more than two years to build the foundations of this new direction for tourism on the Central Coast.

3.11 Tender CPA/286371 – Supply of Tourism Marketing and Industry Services Contract (contd)

There was not as smooth as hoped for transition of the services from the incumbent provider and this did impact on the assessment of The Affinity Partnership's six months of activity. Prior to the awarding of the contract of services to The Affinity Partnership Pty Ltd, the former regional tourism organisation had been operating for more than fifteen years and supported by funding from former Gosford City and Wyong Shire Councils. During this time the regional tourism organisation had not been required to competitively tender for the delivery of tourism marketing and industry services. This organisation's tender for services was unsuccessful in 2017. Consequently there were prolonged actions around access for the new provider to the tourism industry's owned website and other marketing items and correction of misinformation circulated to local tourism businesses.

Concurrently, Council officers are also focussed on the re-visioning of tourism development and investment to better achieve economic outcomes for the Central Coast through a number of initiatives. These include implementation of product planning, development and actions for the Central Coast Destination Management Plan such as a business case for new mountain bike trails; developing a regional approach to major events including strategies for investment, attraction and measuring economic value; a review of the delivery of visitor information services including upgrades to The Entrance Visitor Information Centre and continued focus on the new sponsorship program. Additionally, development of a draft Tourism Opportunity Plan and subsequent investigations into the investment opportunities within the Plan is also a part of that re-visioning.

It is proposed that the extension of the current services agreement for one year will enable Council officers to remain focussed on achieving these re-visioning projects, which will contribute to understanding Council's future role and investment priorities for tourism marketing and development, including the role of external providers to deliver services.

The success of the destination marketing and tourism industry services will continue to be measured through effective partnerships and investment in marketing campaigns; continual achievement of Return on Investment; growing the value of the Central Coast economy and increased community pride and public perception of the Central Coast.

Consultation

No public consultation specific to this contract was necessary and none has occurred.

Options

Should Council agree that a tourism marketing and industry service does require a focussed and collaborative approach, then the option for Council is to extend the current external contract for one year to 30 June 2020.

Alternatively, Council has the following options:

1. Inviting fresh tenders for similar services to be delivered by an external organisation. The considerations are:
 - a. Time to invite, consider and determine fresh tenders before the existing contract expires on 30 June 2019.
 - b. Additional resources expended to invite, consider and determine fresh tenders.
2. Ceasing funding to an external organisation and resourcing delivery of all services internally. The considerations are:
 - a. Time to recruit the appropriately skilled and expert internal resources to deliver the services.
 - b. Tourism industry operators have expressed the view that they do not want Council to undertake these services internally and prefer the support of an external organisation.
3. Ceasing funding for the services and Council have no function in tourism marketing and industry services. The considerations are:
 - a. Tourism industry operators have expressed the view that they expect Council to support tourism for the Central Coast as a key economic driver.
 - b. Direct impact of no marketing funding on the competitive positioning of the Central Coast.

Financial Impact

Any extension of the current agreement will be within the budget proposed as part of the draft Operational Plan for the 2019-20 financial year.

If Council determines not to fund an external organisation, and it is recognised that work with tourism operators and marketing campaigns to attract tourists would still be required, then this would need to be resourced internally by Council.

3.11 Tender CPA/286371 – Supply of Tourism Marketing and Industry Services Contract (contd)

This would require a budget review process for additional funds for internal resources and to make up any shortfalls if there is no additional industry membership income.

If Council determines not to fund the services at all, then there would be proposed financial savings.

Link to Community Strategic Plan

Theme 5: Liveable

Choose Focus Area

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.

Risk Management

Risk to Council's reputation from poorly coordinated actions to progress the deliverables under this Agreement. Risk is mitigated through contract terms and the provision of actions in existing and new Council strategies and operational plans.

Critical Dates or Timeframes

The current contract for services expires on 30 June 2019. Invitation to Tender would need to occur by January 2019.

Social Impacts

Tourism sits across all objectives of the Community Strategic Plan (CSP) 2030 and results of the recent CSP survey findings indicate a strong support for tourism with 79% of respondents identifying that the Central Coast has the potential to grow as a tourist destination. Tourism development brings improvement to services and facilities in a region that can improve the quality of life of its residents. This includes an appreciation of enhanced lifestyle and leisure opportunities arising from tourism development and the direct benefits of local employment and business opportunities.

Attachments

- | | | |
|----------|---|-----------|
| 1 | CONFIDENTIAL Attachment 1 to Tender CPA 286371 Supply of Tourism Marketing and Industry Services Contract - | D13385122 |
|----------|---|-----------|

Item No: 3.12
Title: Sustainable Event Management Policy
Department: Connected Communities



26 November 2018 Ordinary Council Meeting

Trim Reference: F2004/06179 - D13375420
Author: Ashlee Abbott, Section Manager, Place Activation
Manager: Glenn Cannard, Unit Manager, Community Partnerships
Executive: Julie Vaughan, Director, Connected Communities

Summary

This report provides information on the development of the new Central Coast Council Sustainable Event Management Policy. The new policy follows a review and alignment of the former Gosford City Council Sustainable Event Management Policy (Attachment 2) and the former Wyong Shire Council Sustainable Event Management Policy (Attachment 3) and is designed to enable Council to provide a framework for best practice sustainability strategies to support events held by Central Coast Council and the community on Council public managed land or Council public buildings or those events funded through Council's Grant and sponsorship programs. The policy also aims to fulfil community expectations that events will be held in a sustainable manner and reduce negative impacts on the environment.

Recommendation

That Council adopt the Central Coast Council Sustainable Event Management Policy (Attachment 1).

Context

At its meeting held 27th August 2018, Council resolved as follows:

856/18 That Council review the relevant policies and guides regarding sustainable events and amend the policy for community grants to include reference to Council's sustainable events policy and guide.

Council has long recognised the benefits that events can provide the community and the region's economy. Council is committed to sustainability; we seek to meet our needs and aspirations without compromising the ability of future generations to meet theirs. Council is also dedicated to ensuring we better manage our environment, and strive to meet community expectations by assisting events to operate in a sustainable manner.

Current Status

The new policy follows a review and alignment of the former Gosford City Council and former Wyong Shire Council Sustainable Event Management Policies.

The report seeks Council's approval for the adoption of the Central Coast Council Sustainable Event Management Policy. The policy provides a framework for best practice sustainability strategies to support events held, and the community on Council public managed land or Council public buildings or those events funded through Council's grants and sponsorship programs.

It is Council's desire that all events be planned and implemented with the goal of minimising the impact of the event on the environment. The policy will be implemented in conjunction with the Sustainable Event Management Guide (Attachment 4) produced by Council. Adherence to the policy will also be a requirement of Council's event grant and sponsorship funding agreements.

Assessment

Nil impact

Consultation

Internal stakeholders that will be responsible for the implementation and enforcement of the policy were consulted and provided input, including staff from the Grants and Sponsorship Teams, Open Space and Recreation and Community Facilities.

Options

- 1 Maintain the current arrangements

Non approval of the Central Coast Council Sustainable Event Management Policy will result in sustainable event management practices not being aligned across north and south areas.

- 2 Adopt the Central Coast Council Sustainable Event Management Policy

This is the preferred option as the policy ensures key targets of One-Central Coast are met by ensuring sustainable practices are considered for major events.

Financial Impact

Nil Impact

Link to Community Strategic Plan

Theme 1: Belonging

Goal B: Creativity connection and local identity

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

Theme 1: Belonging

Goal B: Creativity connection and local identity

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

Theme 2: Smart

Goal C: A growing and competitive region

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.

Theme 3: Green

Goal E: Environmental resources for the future

E1: Educate the community on the value and importance of natural areas and biodiversity, and encourage community involvement in caring for our natural environment.

Theme 3: Green

Goal E: Environmental resources for the future

E3: Reduce littering, minimise waste to landfill and educate to strengthen positive environmental behaviours.

Risk Management

Nil impact

Critical Dates or Timeframes

Nil Impact

Attachments

- | | | |
|----------|--|-----------|
| 1 | Draft Central Coast Council Sustainable Event Management Policy | D13354577 |
| 2 | Former Gosford City Council Sustainable Event Management Policy 2011 | D13354554 |
| 3 | Former Wyong Shire Council Sustainable Event Management Policy 2014 | D11647575 |
| 4 | Central Coast Council Sustainable Event Management Guide | D13354544 |

SUSTAINABLE EVENT MANAGEMENT POLICY

September 2018

AUTHORITY	NAME & TITLE
AUTHOR	Ashlee Abbott Section manager Place Activation
MANAGER	Glenn Cannard Unit Manager CommunityPartnerships
DIRECTOR	Julie Vaughan Connected Communities
CHIEF EXECUTIVE OFFICER	Gary Murphy Chief Executive Officer

CERTIFIED A TRUE COPY OF POLICY ADOPTED BY COUNCIL

AUTHOR SIGNATURE	
COUNCIL RESOLUTION DATE	

History of Revisions:

Version	Date	TRIM Doc. #
1		

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SUMMARY

Each year in Central Coast Council Local Government Area (LGA) a range of special events are held in public places to celebrate the diverse social, cultural, sporting and business aspects of our community. This policy has been formulated to provide a framework for best practice sustainability strategies to support events held by Council and the community on and in Council public managed land or buildings, while fulfilling community expectations that events are undertaken in a sustainable manner. This Policy also applies to any events funded through Council community grant and sponsorship programs.

POLICY STATEMENT

1. To encourage waste reduction and maximise resource recovery and recycling opportunities at public place events held in the Central Coast Council LGA as well as preserving public health and amenity of the surrounding environment.
2. To deliver and approve events that provide a balanced approach to economic activity, environmental responsibility and community development.

BACKGROUND

- 1 Council permits the public to hire Council managed public land and buildings for events after appropriate fees and charges are paid and application processes are followed.
- 2 Council stages a number of events including festivals, event openings and catered functions.
- 3 Council funds various events via its grant and sponsorship programs.
- 4 Council has developed a sustainable event management guide to assist event organisers.

GENERAL

- 1 The Sustainable Event Management Policy applies to all Council organised and managed events in excess of one hundred participants and those events funded via Council's grants and sponsorship programs.
- 2 The Sustainable Event Management Policy applies to all events held by the community on Council public managed land and in Council public buildings.
- 3 All events should comply with the sustainability objectives of Council where possible and the principles of the Waste Avoidance and Resource Recovery Act 2001.
- 4 Events should incorporate waste avoidance and waste recovery strategies as an integral part of the special event planning processes.
- 5 Events should minimise the amount of waste generated and maximise the amount of recyclable materials recovered.
- 6 Where appropriate, events should implement sustainable purchasing.
- 7 Where possible, all food-ware used at events such as plates, food containers; cups, cutlery and wrapping should be reusable or biodegradable.
- 8 Where appropriate events should be used as educational opportunities to raise community awareness on sustainability.
- 9 Event organisers must ensure that no balloons are used, sold or given out at events.
- 10 Event organisers should ensure when planning an event that the following sustainability issues are taken into consideration when selecting a venue; (see Sustainable Event Management Guide for assistance);
 - a. Existing infrastructure - for example toilets, stage, electricity to avoid the need for equipment to be transported in.
 - b. Water use – all events must comply with current water restrictions unless a formal exemption has been granted. Does the venue have tank water or alternate water sources?
 - c. Energy Use – does the venue have adequate natural light or solar panels, use green power or have a carbon emission offset scheme?
 - d. Transport – is the location close to public transport. Is event accommodation within walking distance to the event?

POLICY IMPLEMENTATION AND PROCEDURES

- 1 Council has implemented a set of criteria for sustainable event management into approvals to hold events on Council managed public land and buildings.
- 2 Council will enforce this policy for events funded via Councils grant and sponsorship policy via the grant and sponsorship funding terms and conditions.
- 3 A sustainable events management guide has been produced by Council and will be distributed to event organisers holding events on Council managed public land and buildings.
- 4 Event recycling bins are available for hire from Council's Waste Unit.

BREACHES

1. Suspected breaches or misuse of this policy are to be reported to the Chief Executive Officer.
2. Alleged breaches of this policy shall be dealt with by the processes outlines for breaches of the [Code of Conduct](#), as detailed in the [Code of Conduct](#) and in the Procedures for the Administration of the [Code of Conduct](#).

DEFINITIONS

[Code of Conduct](#) means the [Code of Conduct](#) adopted by Council

Council means Central Coast Council

Event Organiser means the person responsible for organising the event.

Events for the purpose of this policy means organised activities open to attendance by members of the general public (whether by payment or not) on Council public land or in Council public buildings with over one hundred attendees. Events include; cultural celebration, public rally, street parade, fun run, community festival, music festival, sporting event or circus.

Local Government Area (LGA) means the area governed by CCC.

Sustainability means meeting the needs of the present without compromising the needs of future generations.

Values and Behaviours means the common set of Values and Behaviours adopted by Council. There are five Values and fourteen supporting Behaviours.

Serve	Deliver amazing services through empowering people; and Pursue collaborative partnerships for better community outcomes.
Improve	Look for better ways of doing things; and Encourage participation and new ideas.

Collaborate	Build relationships based on mutual trust; Share ideas, talent, skills and knowledge; Actively listen to find the best overall outcome; and Demonstrate care and respect for ourselves and each other.
Be Your Best	Strive to be your best every day; Promote self-awareness and development; Open to continual learning and improvement; and Take personal responsibility for actions and decisions.
Be Positive	Celebrate having a go; and Build one team spirit.



HARMONISED POLICY DOCUMENTS

Wyong Shire Council Policy for Sustainable Event Management (Policy No: WSC055)

Gosford City Council Sustainable Event Management Policy

RELATED RESOURCES

Legislation:

- Waste Avoidance and Resource Recovery Act 2001.

Associated Documents:

- [Code of Conduct](#);
- Procedures for the Administration of the Code of Conduct; and
- Equity, Diversity and Respect Policy.



SUSTAINABLE EVENT MANAGEMENT



SUSTAINABLE EVENT MANAGEMENT

CHIEF EXECUTIVE OFFICER – PERFORMANCE & STRATEGY

POLICY OBJECTIVES

- 1.1 The objective of this Sustainable Event Management Policy is to deliver sustainable events by developing a balanced approach to economic activity, environmental responsibility and social improvement.
- 1.2 The intent of this policy is to encourage waste reduction and maximise resource recovery and recycling opportunities at public place events held in the Gosford City Local Government areas as well as preserving public health and amenity of the surrounding environment.

POLICY STATEMENT

Gosford City Council will promote and facilitate resource recovery and best practice waste management at all events which fall under the scope of this policy in order to reduce the impact of the event on the environment.

SCOPE

The Sustainable Event Management Policy applies to all Council organised and owned events in excess of one hundred participants.

This Policy is designed to identify the minimum requirements for event organisers in relation to the planning, implementation and evaluation of events captured within the Policy scope.

PROCEDURE

This procedure, being an administrative process, may be altered as necessary by the Chief Executive Officer.

GENERAL PRINCIPLES

- 2.1 Evaluate suitable venues based on their environmental policies and practices.
- 2.2 Consider event venue location based on public transport options.
- 2.3 Use the most sustainable options for food and beverage including service ware considering the final disposal of waste.
- 2.4 Reduce impacts of attendee transport.
- 2.5 Employ water wise practices.

- 2.6 Maximise energy conservation and use renewable energy sources where possible.
- 2.7 Resource conservation and effective procurement.
- 2.8 Ensure social inclusion for all event workers and participants.
- 2.9 Effectively engage all stakeholders directly contributing to the overall sustainability of the event through an education process.
- 2.10 Create effective messaging on sustainability efforts through a communications plan for both stakeholders and attendees.

ASSESSMENT

- 3.1 Full evaluation of each event to be completed by the organiser to ensure compliance with the policy.
- 3.2 Provision of feedback and suggestions for improvements to other event organisers for future events.

(Minute No 2011/203 – 3 May 2011)

(Minutes No 2012/673 - 27 November 2012)

(Min No 2013/388 - 16 July 2013 - Review of Policies)

SUSTAINABLE EVENT MANAGEMENT POLICY - PROCEDURE**Sustainable Event Management Policy Checklist**

Topic	Consideration	Rating	Comments
Venue	Environmental policies and practices implemented by the venue.		
	Energy efficiency methods (e.g. use of natural light, climate control off whilst not in use).		
	Water conservation program (e.g. water recycling, catchment, water reduction infrastructure).		
	Waste management system (e.g. waste separation, event access to existing waste management).		
	Proximity to public transport or walking/cycling routes.		
	Venue size/space appropriate to event size.		
	Protection of biodiversity at event venue/site including the local environment, flora and fauna.		
	Noise generated at venue by event.		
Food & Beverage	Local caterer and/or related supplier engage in waste reduction practices (reusable crockery and cutlery, biodegradable disposable supplies).		
	Reduce provision of food packaging items and change to reusable, recyclable and/or compostable packaging.		
	Source produce from local suppliers.		
Transport	Consider impacts of event attendee transport (congestion, noise, safety, GHG).		
	Encourage event attendees to utilise fuel efficient transport options including cycling, walking and car pooling.		
Water	Assess waste water produced at event and disposal		

	Implement water conservation initiatives		
Toilets	Consider water and chemical use, transport and treatment of sewage.		
Energy	Utilise renewable energy sources where accessible based on event requirements.		
	Use mains power where available and limit use of individual generators.		
	Limit use and consider impact of lighting used.		
	Implement method of measurement for energy use.		
Waste	Identify event waste generation potential (e.g. catering, venue, marketing).		
	Plan to minimize waste and maximize diversion from landfill.		
	Provide option for disposal of recyclable waste at event.		
	Consider most effective options for waste communication and signage to event attendees.		
Procurement	Procure goods and services locally based on event requirements.		
	If promotional materials are required, ensure they have two or more uses.		
Emissions	Take action to reduce carbon emissions.		
Social	Ensure suitable accessibility for all participants attending the event.		
	Ensure sensitivity to Indigenous and community groups.		
	Ensure all employers and contractors are treated fairly and have a safe working environment.		
	Provide suitable catering for those with specific dietary requirements.		
Communications	Educate stakeholders on reducing their impact at the event.		
	Use effective waste communication strategies and signage aimed at stakeholders and event attendees.		

	Ensure signage reflects sustainable measures implemented and is made from recyclable materials.		
	Use technology where possible rather than printing.		
Cleaning	Utilise environmentally sound biodegradable cleaning products		
Evaluation	Review all aspects above and obtain measurable results to include in full evaluation report.		

Ratings

1 = Poor

2 = Room for improvement

3 = Adequate

4 = Good

5 = Very Good

N/A

Policy for Sustainable Event Management



POLICY No: WSC055

POLICY FOR SUSTAINABLE EVENT MANAGEMENT

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Policy for Sustainable Event Management



AUTHORITY	NAME & TITLE	SIGNATURE	DATE
AUTHOR	Lesley Chart, Events and Grants Co-ordinator	[Redacted Signature]	28/7/14
MANAGER	Julie Vaughan, Manager, Community Partnerships and Planning	[Redacted Signature]	4/8/14
DIRECTOR	Maxine Kenyon, Director, Community & Recreation Services	[Redacted Signature]	4/8/14
GENERAL MANAGER	Michael Whittaker	[Redacted Signature]	27/8/14

History of Revisions:

Version	Date	TRIM Doc. #
1	July 2014	D02834466

Policy for Sustainable Event Management

A. POLICY SUMMARY

- A1 Each year in Wyong Shire Council (WSC) Local Government Area (LGA) a range of special events are held in public places to celebrate the diverse social, cultural, sporting and business aspects of our community. This policy has been formulated to provide a framework for best practice sustainability strategies to support events held by WSC and the community on and in WSC public managed land or buildings and fulfil community expectations that they will be held in a sustainable manner. The policy also applies to any event funded through WSC Grant programs.

B. POLICY BACKGROUND

- B1 WSC permits the public to hire WSC managed public land and buildings for events after appropriate fees are paid and application processes are followed.
- B2 WSC holds numerous events including catered functions, event openings, education seminars and workshops.
- B3 WSC funds various events via its current Grant Programs.
- B4 WSC has developed a sustainable events guide for event organisers to assist with event organisation.
- B5 WSC is committed to building a better tomorrow through our efforts today. We do this by focusing on long term sustainability in all that we do. We seek to meet our needs and aspirations without compromising the ability of future generations to meet theirs. Our guiding principles are;
- a. **Think holistically, Act responsibly** – a sustainable Wyong Shire recognises that people, nature and the economy are affected by our actions. We plan for the long-term and recognise shorter term needs. We integrate these considerations into our decision making, working with the forms and functions of the natural environment and with our social and economic attributes as the basis of our planning and development.
 - b. **Smart, local, adaptable** – a sustainable Wyong Shire responds to future challenges by embracing innovation and acting in a timely and effective manner. We base our actions locally, mindful of our place in the world, building on our strengths and special qualities of place and community.
 - c. **Care for nature** – a sustainable Wyong Shire recognises the intrinsic value of biodiversity and natural ecosystems, protecting the environment for the benefit of all life forms. We commit to the sustainable use of natural resources to maintain healthy ecological systems for the benefit of present and future generations.
 - d. **Good processes. Improved outcomes** – a sustainable Wyong Shire demonstrates leadership, accountability, transparency and financial responsibility in all decision making. We measure our prosperity by the health and wellbeing of our people, environment and economy and strive for continuous improvement.
 - e. **Work together** – a sustainable Wyong Shire community builds partnerships by engaging with and listening to all facets of society, working together for the benefit of the whole. We have a culture of collaboration and participation that encourages

Policy for Sustainable Event Management

innovation, sharing of resources, engagement in decision making and shared accountability for all results.

- f. **Lead by example** – a sustainable Wyong Shire leads by example with actions for positive change and supports visionary policies and practices within the community. We involve people with the relevant skills and knowledge in our projects and recognise there are many ways to achieve our goals. We embrace the opportunity to learn from our actions and the actions of others.

C. DEFINITIONS

- C1 **Council** means Wyong Shire Council, being the organisation responsible for the administration of Council affairs and operations and the implementation of Council policy and strategies.
- C2 **Council Policy** means policy created and approved by the elected members of the WSC.
- C3 **Event organiser means** the person responsible for organising the event.
- C4 **Events** for the purpose of this policy means organised activities open to attendance by members of the general public (whether by payment or not) on private or public land (or a combination of the two) with over 500 attendees or any internal event run by WSC. Events include cultural celebration, public rally, street parade, street march, fun run, cycling race, community festival, music festival, sporting event, open air theatre, concert, charitable ball, dance party, business events and workshops, carnival or circus.
- C5 **Grant Funding** An award of financial assistance in the form of money or in-kind support.
- C6 **Local Government Area (LGA)** means the area governed by WSC.
- C7 **Recyclable** means to put a used substance through a particular process so that it is fit to be used again.
- C8 **Sustainability** means meeting the needs of the present without compromising the needs of future generations.
- C9 **The Act** means the *Local Government Act NSW 1993*.

D. POLICY STATEMENTS**Jurisdiction**

- D1 This Policy covers all elected members of Council, all personnel employed by 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.
- D2 This policy does not confer any delegated authority upon any person. All delegations to staff are issued by the General Manager.
- D3 Covers any 'event' as defined in which WSC is involved beyond ownership or management of the facility or space.
- D4 Covers any event that receives Grant funding for an event from WSC

Policy for Sustainable Event Management

- D5 The Policy identifies the following areas that must be considered when organising and conducting a sustainable event;
- i. Waste minimisation
 - ii. Resource recovery
 - iii. Greenhouse gas reduction
 - iv. Energy conservation
 - v. Water conservation

General

- D6 All events should comply with the sustainability objectives of WSC where possible and the principles of the Waste Avoidance and Resource Recovery Act 2001.
- D7 All events should comply with the NSW Local Government Act (Section 7a) which states the purpose of the act is "to provide the legal framework for an effective, efficient, environmentally responsible open system of local government in NSW". Another stated purpose of the Act (Section 7e) is "to require Councils, Councillors and Council employees to have regard to the principles of Ecologically Sustainable Development in carrying out their responsibilities".
- D8 Where appropriate, events should incorporate waste avoidance and waste recovery strategies as an integral part of special event planning processes.
- D9 Where appropriate, events should minimise the amount of waste generated and maximise the amount of recyclable materials recovered.
- D10 Where appropriate, events should implement sustainable purchasing.
- D11 Where possible, all food-ware used at events such as plates, food containers, cups, cutlery and wrapping should be reusable or biodegradable.
- D12 Where appropriate, events should be used as educational opportunities to raise community awareness on sustainability.
- D13 All events on WSC managed public land must comply with the waste management strategies incorporated in the event application form.
- D14 Where appropriate, delegates or event attendees should be encouraged to car pool.
- D15 Name badges and printed material should be reused where possible.
- D16 Event sponsors will be actively sought who reflect a positive environmental message where possible.
- D17 Event organisers should ensure when planning an event the following sustainability issues are taken into consideration when selecting a venue; (see Sustainable Event Management Guide for assistance)

Policy for Sustainable Event Management

- i. Existing infrastructure - for example toilets, stage, electricity to avoid the need for equipment to be transported in.
- ii. Water use – all events must comply with current water restrictions unless a formal exemption has been granted. Does the venue have tank water or alternate water sources?
- iii. Energy Use – does the venue have adequate natural light or solar panels, use green power or have a carbon emission offset scheme.
- iv. Transport – is the location close to public transport. Is event accommodation within walking distance to the event?
- v. Event Future – events should give strong consideration to the event theme, image and focus. Incorporating singular innovative ideas into your marketing and promotion will help distinguish your event from other events and potentially provide better opportunities for attendance and support.

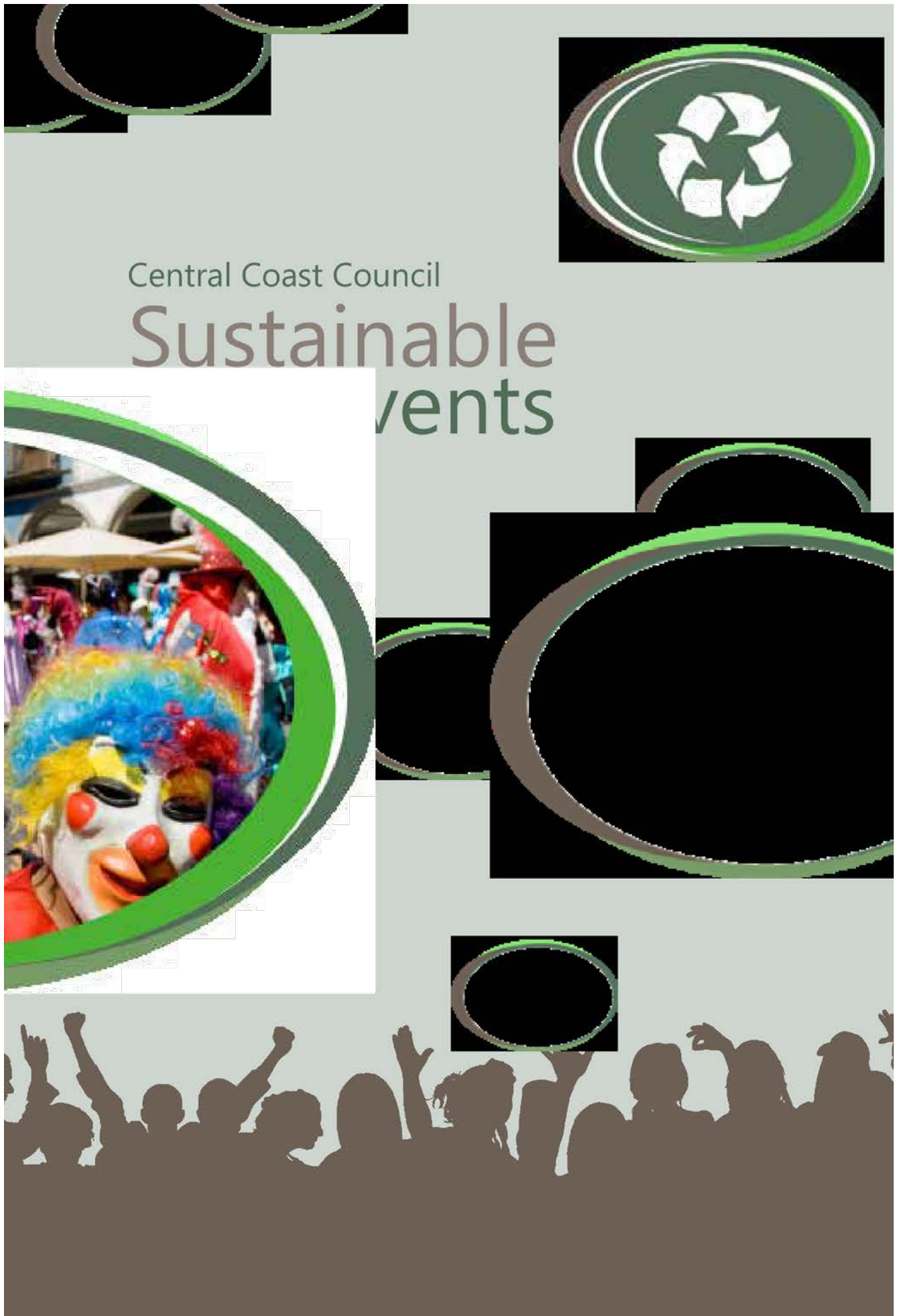
D18 Where possible events should aim to reduce greenhouse emissions by implementing WSC's Carbon Management Hierarchy by avoiding, reducing, replacing and offsetting.

E. POLICY IMPLEMENTATION - PROCEDURES

- E1 This policy should be read in conjunction with the Wyong Council Code of Conduct.
- E2 It is the personal responsibility of all Council employees and agents thereof to have knowledge of, and to ensure compliance with this policy.
- E3 WSC has implemented a set of criteria for sustainable waste management into approvals to hold events on WSC managed public land and WSC managed buildings.
- E4 WSC has implemented a set of criteria for sustainable event management into WSC grant applications.
- E5 Advice and assistance to event organisers will be provided by WSC's Event Coordinator on how to hold more sustainable events.
- E6 A sustainable events management guide has been produced by WSC and will be distributed to event organisers holding events on WSC managed public land and buildings.
- E7 Event recycling bins are available for hire from WSC's Waste Officer by phoning (02) 4350 5555.

E1 Associated documents

- Council Code of Conduct
- NSW Local Government Act



Sustainable Events

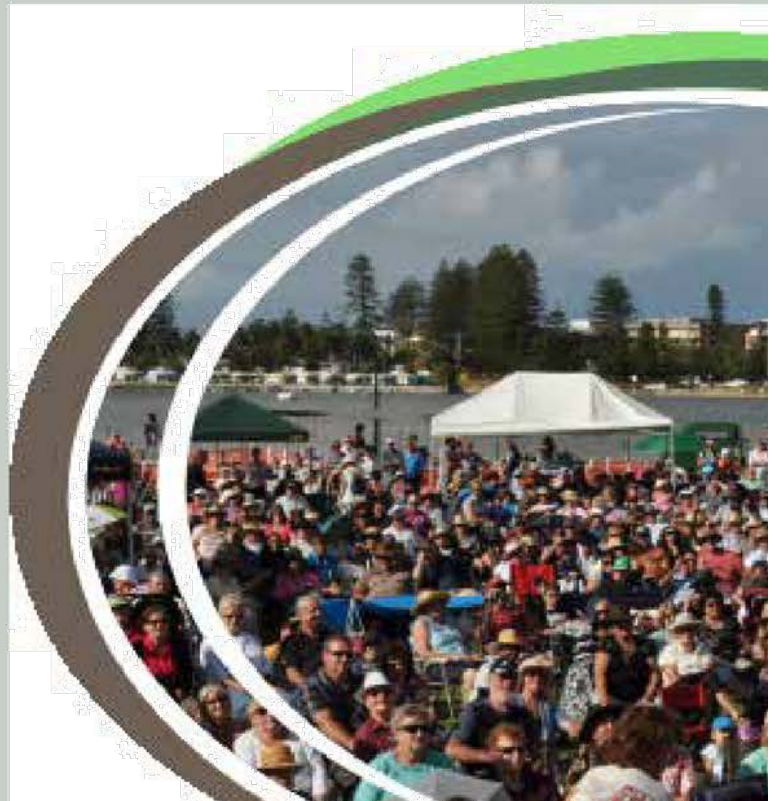


Events and festivals, both large and small, can be the lifeblood of our community; bringing people together to celebrate and enjoy experiences that reflect our creative, cultural and sporting life. They foster community pride, encourage personal interaction and engagement and help develop a positive community identity.



Central Coast Council (CCC) has long recognised the benefits that events can provide the community and the region's economy.

CCC is committed to sustainability, we seek to meet our needs and aspirations without compromising the ability of future generations to meet theirs. CCC is also dedicated to ensuring we better manage our environment, and strive to meet community expectations by assisting events to operate in a sustainable manner.



What can you do?

All aspects of your event can provide opportunities to make environmental and cost savings; particularly the areas of water, energy, waste, transport and purchasing.

Take pride in your efforts and use every opportunity to inform your patrons and the wider community of your commitment to sustainability.

Your event can be a powerful tool to build community awareness around sustainability issues, so think beyond your current event. You have the potential to access large audiences and positive sustainability messages may be spread via your interactions, assisting us all to build more environmentally sustainable and connected communities.

Here are some ideas to get started, but remember

It's not all or nothing!

It may not be possible to do everything. Start with a single initiative and work from there.

Did You Know?

Developed countries represent 25% of the global population but use 80% of resources and produce 75% of its waste.

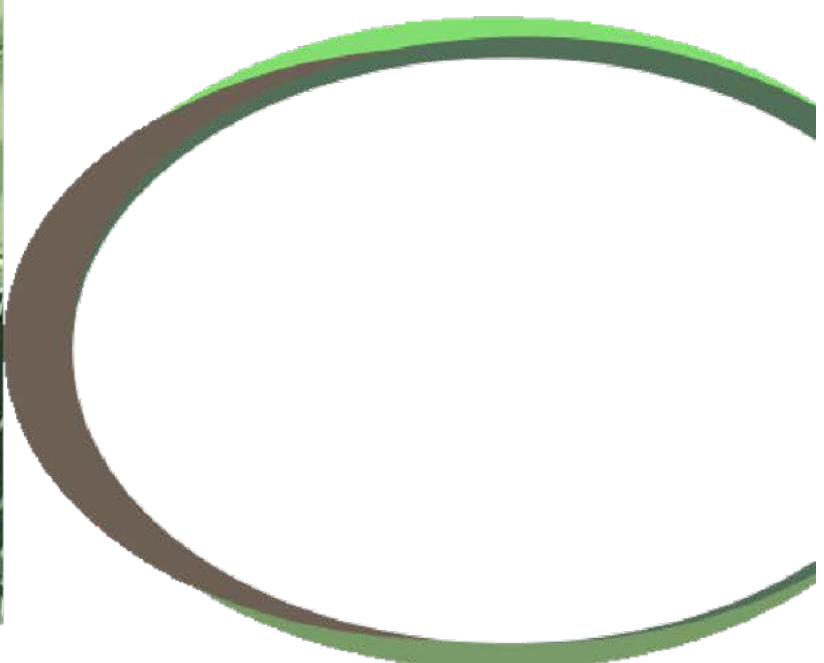

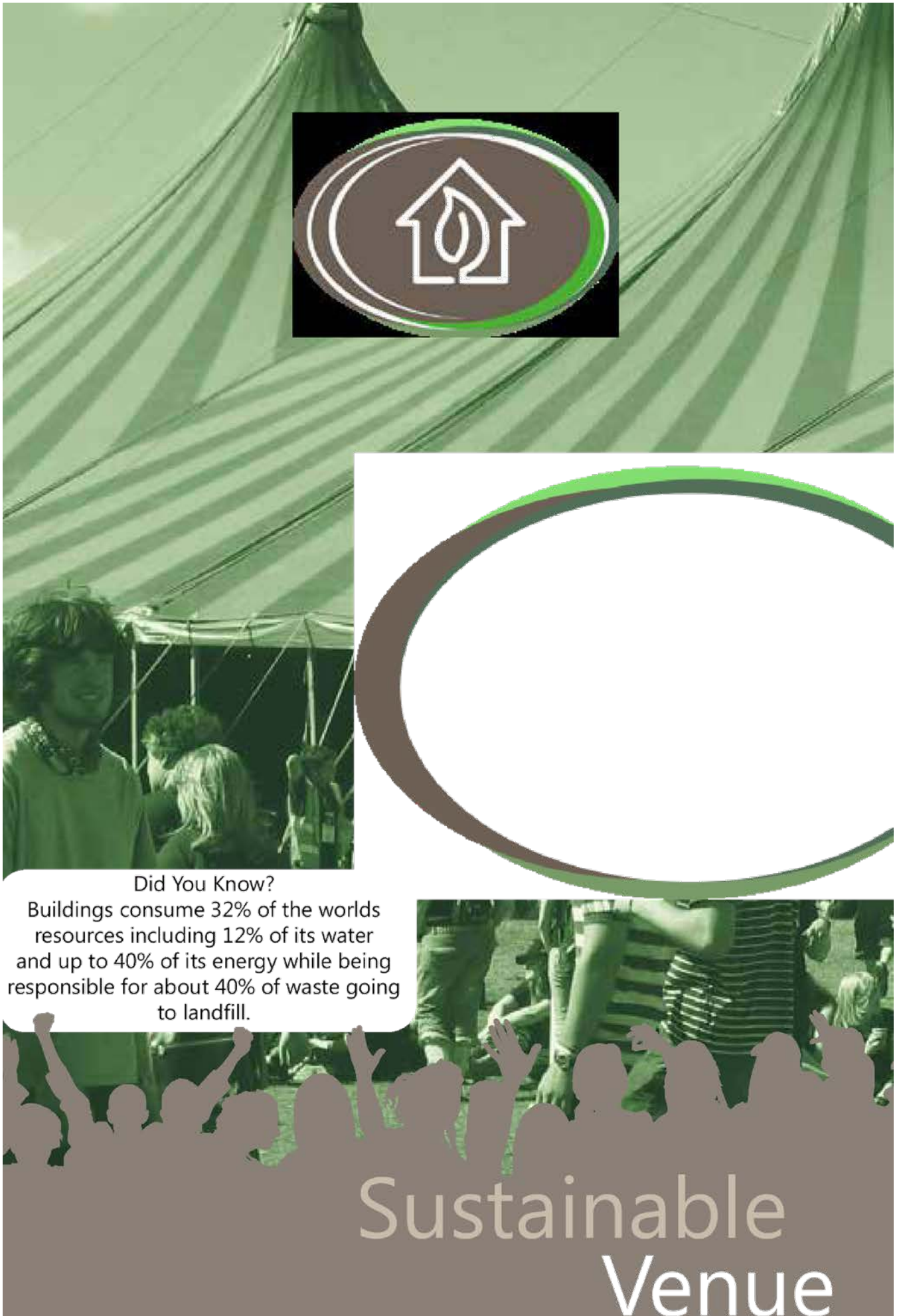
If you don't measure, you can't manage!

To better understand your sustainable opportunities, start by reviewing your event to see where resources are being used and where waste is being generated.


Did You Know?

80 million plastic bags end up as litter in Australia annually and seven billion cigarette butts end up in Australian waterways, streets and parklands each year.





Did You Know?
Buildings consume 32% of the worlds resources including 12% of its water and up to 40% of its energy while being responsible for about 40% of waste going to landfill.



Sustainable Venue



Venue



A good place to start your sustainable event planning is by analysing your venue options.

Tips

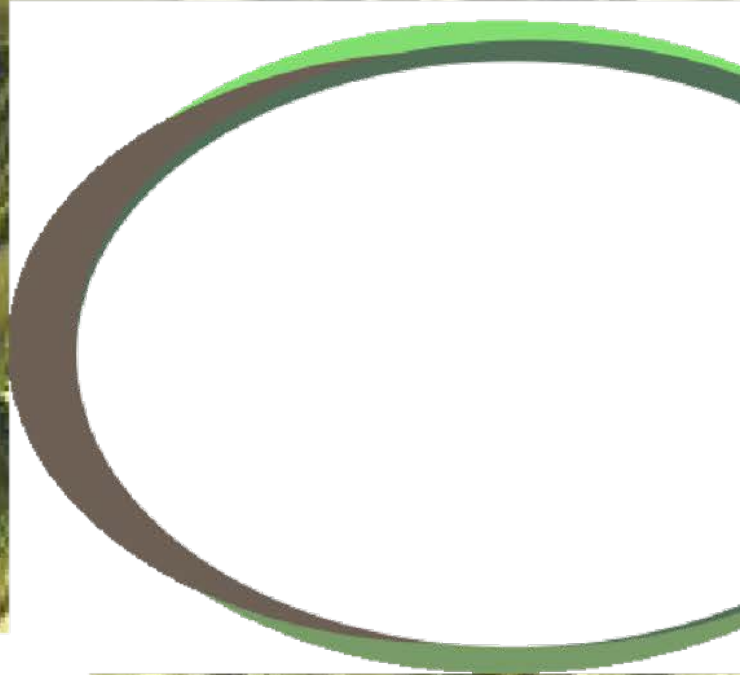
- Choose a venue that is close to public transport opportunities.
- Ensure your venue's capacity reflects the number of expected participants.
- Request rooms with natural ventilation and natural lighting.
- Run events during the day to reduce energy use from lighting and heating.
- Consider your venue's suitability for your anticipated demographic.

Try

- Prioritise venues with accredited green power and/or green star accreditation for construction and building requirements.

Tools

- Speak to Customer Contact on (02) 4350 5555 for availability of Central Coast Council halls, parks and reserves.
- Develop a partnership with commercial venues that can supply mutual long term benefits to all involved.



Did you know?
Transport accounts for a significant amount
of our personal greenhouse gas emissions
and 25% of all our personal car journeys are
less than 3km.



Sustainable Transport



Transport



Because you'll be encouraging people to attend your event, consider in advance how they may arrive.



- Actively promote the use of public transport by providing directions and appropriate train and bus timetables in your promotional material.
- Set up a car pool or organise a bus service for your event.
- The lowest emission transport is human power. If your event is close to its target audience, encourage attendees to walk or bike to the event.
- Offer a special prize for those who walked, rode a bike or arrived by public transport.
- Source contractors located close to the event venue.



- Consider a carbon offset scheme (paying a fee calculated the amount of carbon you will use) on those who arrive by private vehicle. There are companies operating in Australia where you can offset your emissions. Try and choose companies that offset your emissions by investing in local renewable energy.



- For public transport options visit transportnsw.info or call 131 500.
- For a map of shared pathways Check out wyong.nsw.gov.au/discover-wyong-shire/cycleways-and-footpath and gosford.nsw.gov.au/arts-culture-and-recreation/leisure-venues/pedestrian-and-cycleways



Recycle glass bottles

cling Bin

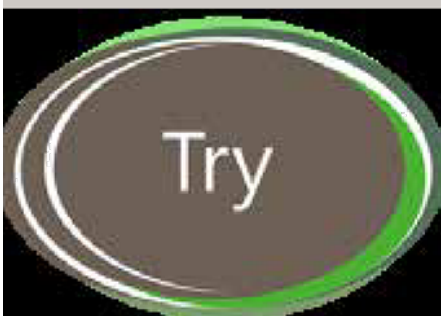
Did you know?
The average waste generated by each person in Australia is 400kg per year.

NSW residents throw away more than \$2.5 billion worth of edible food every year.

Sustainable Waste



Waste

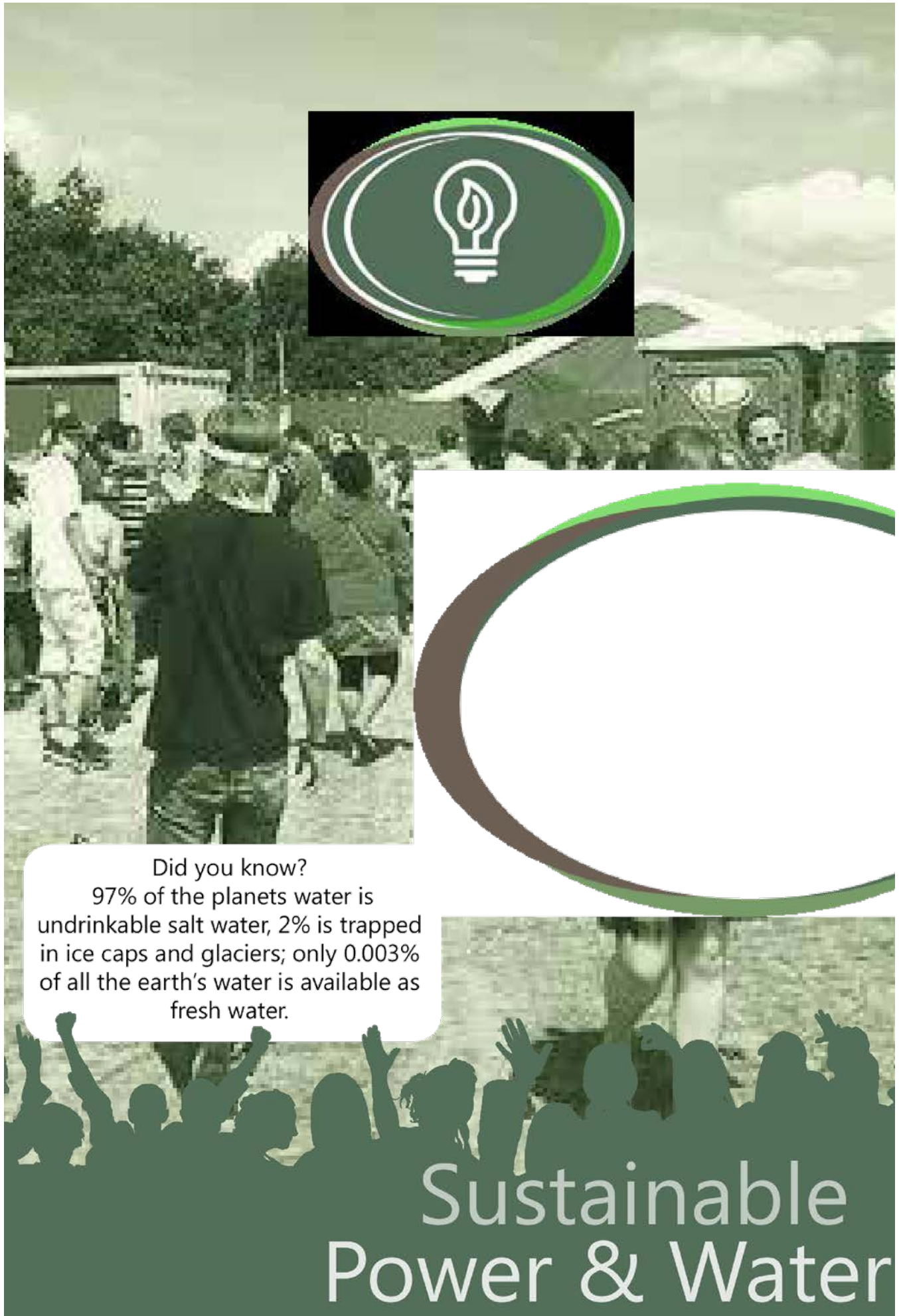


Aim to minimise your waste production at every stage of your event. A good place to start is to implement a waste reduction policy that:

Reduces waste
Reuses waste wherever possible
Recycles waste when it cannot be reduced or reused

Make informed purchasing decisions – research and prioritise suppliers and equipment that support the use of recycled materials or has recycling potential.

- Monitor expected attendance numbers to ensure the supply of bins is adequate.
- Supply enough bins, both recycling and general waste, and supply relevant information at the waste collection point for patrons to make an informed decision on where their waste should go.
- Encourage composting of organic materials, particularly from food providers.
- Ensure all food sold at the event is supplied in compostable or biodegradable packaging.
- Request all stallholders to provide an alternative to plastic bags for patrons.
- Remind your patrons and participants to dispose of their waste and recyclables correctly during your event by providing announcements, posters and volunteers at waste stations.
- Contact CCC Waste Education Officer on (02) 4350 5555 for further information regarding the supply of bins.



Did you know?
97% of the planets water is undrinkable salt water, 2% is trapped in ice caps and glaciers; only 0.003% of all the earth's water is available as fresh water.

Sustainable Power & Water



Power & Water

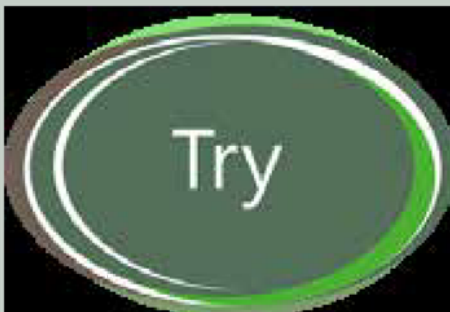


Water is our most precious resource, so aim for best practice in your water management.

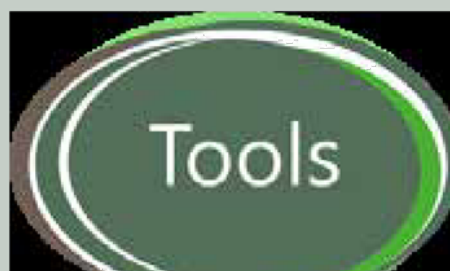
Reducing your energy consumption will have a positive effect on our environment and save you money.



- Investigate the use of composting toilets or low flush conventional systems.
- Use low flow showerheads if applicable.
- Use products that are low in salts and phosphates.
- Ensure the use of non-toxic, low impact cleaning products at the venue or with cleaning contractors.
- Investigate ways to encourage patrons to refill containers for drinking water, and dissuade the provision of bottled water.
- If using generators, choose a biodiesel fuel.
- Appoint someone to be responsible for ensuring unnecessary lighting and power is turned off and all equipment is turned off at the switch when not in use.



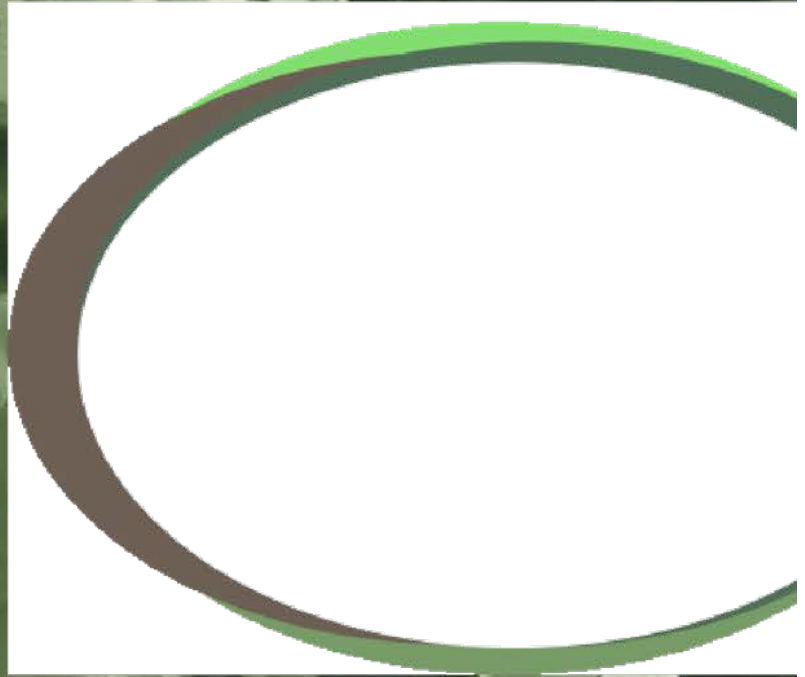
- Utilise your event as a platform to promote best practice water and energy use by encouraging local utilities, authorities and suppliers to attend with displays or workshops.



- Source your own biodiesel if your hire company cannot supply.

Did you know?
Paper makes up more than 50% of
event waste. Save water and trees - It
takes 1L of water to make 3 sheets of
A4 paper.

Daily worldwide sales figures
of pens exceed 14 million: A
plastic pen in landfill will still
be there in 50,000 years.



Sustainable Equipment & Operations

Equipment Operations



What you choose to use, and how you manage your event will provide many opportunities for creative thinking and sustainable choices.

Reuse printed signage annually.

Where printing is unavoidable try using recycled paper, vegetable inks and double sided printing.

- Encourage your caterer or food stalls to use fresh, local and in season organic food or food that is fair trade.
- Use informative signage throughout your event to assist with broader education on environmental issues. Catchy phrases help people remember messages.
- Use recycled items for decorations.
- Consider your meeting schedule before the event, limit meetings and use locations central to participants.
- Ensure the reduction of printed material where possible by using technology to communicate.
- Do not permit the use, sale or distribution of balloons at your event.
- Incorporate a design competition within your event for the best recycled decoration or installation. You will not only assist with the promotion of your event, but save money and labour too.
- Use foodware that is reuseable or biodegradable.
- Properly informed staff, volunteers and patrons will achieve the best outcomes in sustainability. Use every opportunity to remind and encourage all involved and in attendance to be aware of your initiatives.

Your Future



Tips

Try

Tools

The long term sustainability of your event depends on more than just environmental considerations. Financial security and a sustainable organisational structure really do matter.

- Remember that large, popular events take time to nurture. Consider the crawl, walk, run philosophy when planning your event's growth.
- Develop a financial plan that reflects realistic growth and attendance numbers.
- Investigate all opportunities for income generation.
- Actively seek sponsorships and partnerships to limit your reliance on grants.
- Incorporate a democratic decision making structure in your management and be proactive in attracting people to assist with your event.
- Respect different opinions, ideologies and cultures and embrace the opportunities diversity of thought presents.
- Actively acknowledge the efforts of all contributors to, and supporters of your event.
- Develop relationships and partnerships with other events or groups with a similar focus and share resources where possible.
- Give strong consideration to your events theme, image and focus. Incorporating singular and innovative ideas into your marketing and promotion will help distinguish you from other events and potentially provide better opportunities for attendance and support.
- Contact CCC Grants Officer at Community.Grants@centralcoast.nsw.gov.au for information on funding opportunities.

Further Information

While two thirds of all people on earth use less than 60 litres of water a day, the average Australian uses more than twice that amount during a shower.

wyong.nsw.gov.au and gosford.nsw.gov.au

sustainablewyong.com.au

epa.nsw.gov.au/your-environment/recycling-and-reuse/business-government-recycling/waste-wise-events

www.kab.org.au


www.landcareaustralia.com.au

www.cleanup.org.au/au

www.environment.nsw.gov.au/sustainingoureenvironment.htm

www.lovefoodhatewaste.nsw.gov.au

www.goodguide.com



The average household throws away most 13,000 pieces of paper each year. Most is packaging and junk mail. A tonne of recycled paper saves 13 trees, 2.5 barrels of oil, 31,780L of water, 4 tonnes CO₂ and 4m³ of landfill.



Central
Coast
Council

Central Coast Council

Phone: (02) 4350 5555

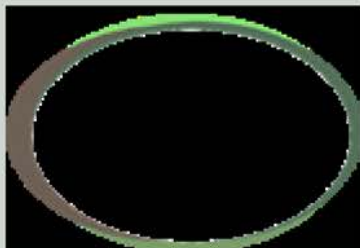
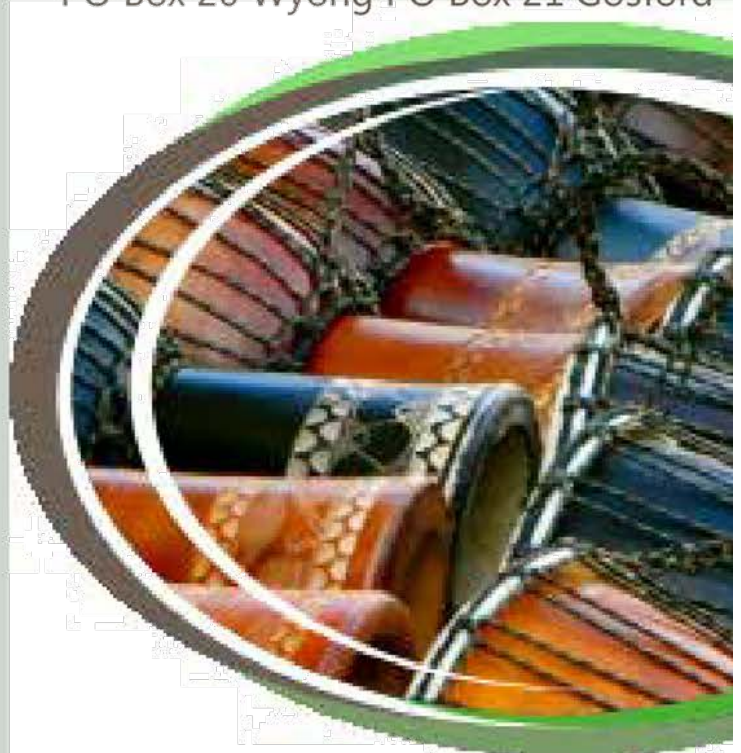
centralcoastcouncil.nsw.gov.au

ask@centralcoastcouncil.nsw.gov.au

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PO Box 20 Wyong PO Box 21 Gosford



March 2018

Item No: 3.13
Title: Annual Report 2017-18
Department: Connected Communities



26 November 2018 Ordinary Council Meeting

Trim Reference: F2018/01604 - D13361983
Author: Sharon McLaren, Senior Project and Research Officer
Manager: Phil Cantillon, Acting Director Connected Communities
Executive: Julie Vaughan, Director, Connected Communities

Summary

The Annual Report for 2017-18 (Attachment 1) provides a comprehensive account of Council's performance from 1 July 2017 to 30 June 2018. The Annual Report is a key method for Council to maintain accountability and transparency with the community. It details Council's performance against the Operational Plan 2017-18, and includes information on the region and community, the organisation and workforce, and specific information required under legislation.

The Annual Report is recommended for adoption and posting on Council's website in accordance with the *Local Government Act 1993* ("the Act").

Recommendation

- 1 That Council adopt the Annual Report 2017-18.**
- 2 That Council authorise the Chief Executive Officer to make final editorial amendments to the Annual Report 2017-18 to ensure correctness and clarity.**
- 3 That Council upload the Annual Report 2017-18 on Council's website.**
- 4 That Council advise the Minister for Local Government of Council's URL link to access the Annual Report.**

Context

The Annual Report for 2017-18 (Attachment 1) covers the 2017-18 financial year from 1 July 2017 to 30 June 2018. This Annual Report has been prepared in accordance with S.406 and S.428 of the Act and with S.217 of the *Local Government (General) Regulation 2005*.

Current Status

The Report includes achievements over the reporting period, based on the Quadruple Bottom Line (QBL) of *Community, Environment, Economy and Governance and Leadership*.

A total of 101 action and targets from the Operational Plan 2017-18 are included in the reporting period.

A summary of highlights and performance on each QBL theme is provided below.

Community:

A total of 26 actions and targets from the theme of Community were listed within the Operational Plan 2017-18. Performance on these actions resulted in 22 completed, two (2) on target for completion and two (2) being carried over to 2018-19. Achievements include:

- Development and adoption of the first ever Community Strategic Plan for the Central Coast. *One – Central Coast* is the accumulation of 18 months of extensive community consultation and establishes a roadmap for the next 10 years.
- Construction of the Spike Milligan exhibition space at Woy Woy Library, honouring the legacy of the world famous comedian who regularly visited the Woy Woy Peninsula.
- Hosting the Queen's Baton Relay in February 2018 for the Commonwealth Games, with the baton making its way through Gosford town centre.

Environment

A total of 16 actions and targets from the theme of Environment were listed within the Operational Plan 2017-18. Performance on these actions resulted in 11 completed and five (5) being carried over to 2018-19. Achievements include:

- Construction of a 200 metre boardwalk at Saltwater Creek Reserve, with the works designed to protect the sensitive foreshore habitat, improve water quality and provide recreational opportunities for the community.
- Delivery of 1,200 reusable *keep cups* to local cafes to provide to their customers, with the aim of reducing litter and reducing the amount of single use coffee cups ending up in landfills.
- Implementation of a roadside litter project that provides an integrated approach to litter prevention through education and awareness, infrastructure, regulation and enforcement. The project focuses on three hotspots at Blue Haven Link Road, Somersby Industrial Park and the Kariong M1 on-ramp.

Economy

A total of 16 actions and targets from the theme of Economy were listed within the Operational Plan 2017-18. Performance on these actions resulted in six (6) completed, five (5) on target for completion, one (1) being carried over to 2018-19 and four (4) closed. Achievements included:

- Launching of the new Central Coast tourism website to showcase what the Central Coast has to offer and attract more visitors to the region.

- Development and adoption of the Norah Head Masterplan, with 51 projects to be implemented at key locations including Cabbage Tree Bay, the rock pool and boat ramp, Mazlin Reserve, Bush Street Reserve and Young Street Reserve.
- Continued work with the State Government to implement the Central Coast Regional Plan, with more than 6,000 dwelling consents granted since the commencement of the Plan.

Governance and Leadership

A total of 43 actions and targets from the theme of Governance and Leadership were listed within the Operational Plan 2017-18. Performance on these actions resulted in 21 completed, five (5) on target, 17 closed. Achievements included:

- Re-signing of the Sister City Agreement with Edogawa City Council in Japan, providing continued cultural and tourism opportunities for the Central Coast.
- Launching the scholarship program for 2018, with successful applicants able to work alongside professionals, gaining new skills and experience before completing their studies and entering the workforce full-time.
- Development and the launching of a Council's new website, designed to improve navigation and assist customer enquiries and access information.

Financial Impact

The audited financial statements for the 2017-18 reporting period are required to be included in this Annual Report. Council has sought and been granted an extension by the NSW Office of Local Government to 30 November 2018. As this Annual Report will be adopted in line with the legislated date of 30 November 2018, the audited financial statements for 2017-18 will subsequently form an addendum to this Report once they are adopted by Council.

It should be noted that all financial information, disclosed in this Annual Report are drawn from draft, unaudited results. Readers should therefore be mindful that the financial information contained within this Report is subject to review and adjustment as part of the audit process.

Critical Dates or Timeframes

In accordance with S.428 of the Act the annual report must be prepared by 30 November, posted on Council's website and provided to the Minister for Local Government.

Social Impacts

The Annual Report is a key method for Council to maintain accountability and transparency with the community.

The Annual Report structure reflects the Quadruple Bottom Line (QBL) of *Community, Environment, Economy and Governance and Leadership*. It includes progress reporting and achievements over the 2017-18 reporting period.

Risk Management

The Annual Report 2016-17 complies with legislative requirements. This includes the requirements of the *Local Government Act (1993)*, *Local Government (General) Regulation 2005*, *Companion Animals Act 1998*, *Companion Animals Regulation 2008*, *Independent Pricing and Regulatory Tribunal Act 1992*, *Government Information (Public Access) Regulation 2009*, *Environmental Planning and Assessment Act 1979*, *Swimming Pool Act 1992*, *Public Interest Disclosure Act 1992*.

Attachments

- 1 Annual Report 2017-18 - D13379787 Enclosure

Item No: 3.14
Title: Town Centre Review
Department: Connected Communities



26 November 2018 Ordinary Council Meeting

Trim Reference: F2017/01781 - D13248367

Author: Ashlee Abbott, Section Manager, Place Activation

Manager: Glenn Cannard, Unit Manager, Community Partnerships

Executive: Julie Vaughan, Director, Connected Communities

Summary

This report provides information and recommendations from the recently completed Town Centre Review (Attachment 1) into Central Coast Council's town centre management operational model.

Recommendation

- 1 *That Council note the report and attachments.***
- 2 *That Council resolve, for the purposes of s.11(3) of the Local Government Act 1993, that Attachment 2 is to be treated and remain as confidential as it contains matters affecting security of Council, Councillors, Council Staff or Council Property.***
- 3 *That the Council request the Chief Executive Officer to develop a further report on the establishment by Council of an external regional model to undertake certain management functions for all identified town centres.***
- 4 *That Council work with the NSW Business Chamber to develop a funding program to specifically support local economic and business development initiatives.***
- 5 *That the Council request the Chief Executive Officer to investigate through the structure review how to appropriately resource a dedicated team within Council to provide internal coordination of certain management functions for all identified town centres.***
- 6 *That Council resolve to extend the funding agreement with the current third party entities, Gosford Business Improvement district, Greater Toukley Vision, and Wyong Regional Chamber of Commerce, for an additional three months from 31 March 2019 to allow for an appropriate Transition Period***

Context

At Central Coast Council's ordinary meeting held on 24 May 2017, the Council resolved or part thereof

317/17 *That Council delegate authority to the Chief Executive Officer to review the current town centre management model and arrangements in relation to achieving best practice town centre management, with a view to providing a report in due course to the newly elected Council on the town centre management model options.*

The purpose of the review was to consider the following;

- Our present situation (operational model).
- The relationship of our current operational model with the Central Coast Regional Plan 2036, the Central Coast Destination Management Plan, the objectives of One – Central Coast, Community Strategic Plan 2018-2028 and other relevant documents.
- What we might aspire to – better / best practice principles and models.
- Recommendations for a preferred town centre management model.

The Central Coast currently has four identified town centres. Commercial property owners within and around these town centres pay a special rate levy and all of the town centres have either historically (in the case of The Entrance) or are currently serviced in some form by third party entities who are responsible for the functions of marketing, promotion (including tourism), event delivery, business development and varying levels of asset maintenance.

Council is generally responsible for the delivery of major events, capital works, asset management and maintenance and contract management for the delivery of a variety of critical services currently within town centres.

In December 2015 the former Wyong Shire Council Chief Internal Auditor undertook an internal audit (Attachment 2) of Town Centre Management. The report investigated Council's management of the then third party entities in The Entrance (The Entrance Town Centre Management Authority), Toukley (Greater Toukley Vision) and Wyong (Wyong Regional Chamber of Commerce) as well as Council's management functions of these town centres. The key deficiencies and risks highlighted in the report are listed below and experience has shown since the amalgamation, these deficiencies also apply to the Gosford town centre. The report found:

- The funding of third party entities by Council to undertake certain town centre management functions encourages a local focus rather than providing for a strategic regional approach. The report found that even at the local level the third party entities' board of management largely focus on operational issues rather than developing a strategic plan of management.

- The third party entities have inadequate procedures in place for the proper procurement of services, the management and monitoring of contracts particularly for cleaning, security and maintenance in compliance with the *Local Government Act 1993*.

With regards to town centre management functions undertaken across a number of service units within Council such as asset management, leasing, licensing and contract management; the resulting lack of a coordinated approach within Council has led to a lack of enforcement of conditions of licenses and Development Consents and has resulted in the provision of contracted services that may not represent the best value for money.

Current Status

The current funding agreements, under which Council provides funding to the three third party entities are for the purposes of promotion and marketing (including tourism), business development, varying levels of asset maintenance and co-ordinating / managing events in Wyong, Toukley and Gosford Town Centres, expire on 31 March 2019 however, Council will extend this timeframe to 30 June 2019 to allow for a transition period

Assessment

The review includes input from all relevant internal Council business units and extensive external stakeholder engagement. Benchmarking and operational analysis was also undertaken through extensive interviews with other Council's undertaking town centre management functions using various models.

Overall the review addresses the ongoing interdependencies between effective asset and contract management, marketing and promotion, business and economic development and delivery of quality events and place activation activities in our town centres.

Council currently undertakes major event delivery, asset management, contracts management for the delivery of cleaning, landscaping and security services, capital works programs, place activation activities and economic development at varying levels across the current four identified town centres.

The third party entities in the current four town centres are responsible for the functions of marketing, promotion (including tourism), event delivery, business development and varying levels of asset maintenance

It is a key finding of this report that the practice of essentially "contracting out" core functions of town centre management to localised entities is currently not best practice, does not provide for a strategic and regional approach to town centre management, does not produce best value for the delivery of services and has not historically served our community particularly well and should be ceased at the end of the current funding period.

In a region as large and diverse as the Central Coast, the definition of a “town centre” is important to establish. Our Local Government Area (LGA) comprises well over 100 suburbs, the majority of which has some form of central focus point. A key focus of this review has been to identify specific town centres that not only serve their localised residential community but also play a pivotal role in the wider region.

Commercial hubs providing retail opportunities and critical services with a large employment catchment, places where our local community gather in numbers to connect and celebrate through events, places with significant areas of public open space, and places that attract and service visitors to our region.

In addition to the five principle town centres (Gosford, Wyong, Terrigal, The Entrance and Woy Woy) identified as currently meeting this criterion the report also acknowledges there are potentially a further seven major town centres (Toukley, Ettalong, Umina, Long Jetty, Budgewoi, Avoca and Kincumber) that should have a targeted and coordinated place activation focus for Council.

While the current funded third party entities operate with good intent they have limited and varying levels of funding, are struggling to deliver on their basic agreed deliverables, utilise the bulk of the funding allocated for staff wages and administration costs to just function as an independent entity, have a local rather than regional focus (being almost universally focused on a single suburb) and do not operate within a governance and procurement framework as rigorous as that found within Council and required under the *Local Government Act 1993*.

The review identifies that the establishment of an external regional model would be better placed to ensure the delivery of strategic and regional marketing and promotion, attraction of major events and economic development to support regional objectives.

Council is generally responsible for the delivery of major events, capital works, asset management and maintenance and contract management for the delivery of a variety of critical services currently within town centres and should continue to undertake these roles as it has the budget, specialist staff expertise and procurement and governance systems already in place.

Additionally Council is tasked with planning and delivering a myriad of services for our growing LGA and is best placed to ensure services; infrastructure, events and activations delivered within our town centres meet both a localised and strategic need.

It is also important to acknowledge though that the review recognises there is a critical role for business and community representation in both the localised and strategic direction of our principal and major town centres. To meet this identified need it is recommended a further report be prepared to scope options for an external regional model to be established to develop and deliver economic and business development initiatives, regional marketing and promotion, and the attraction of major events for the benefit of the Central Coast.

This approach would essentially replace the localized functions and focus of the existing town centre management entities (GBID, GTV & WRCC) currently funded by Council with an adequately structured and resourced regional entity.

This approach is essentially the same as that undertaken in some form from all the other LGA's investigated through this report and provides for a "partnered" approach, best utilising the skills, resources and practices of all relevant stakeholders.

The function of providing localised business development support has also been considered by the review and could be best undertaken by organizations focused on ensuring the sustainability of local business. The introduction of a funding program to support local business groups to connect business to opportunities, grow business skills and help businesses to effectively advocate on key issues in partnership with the NSW Business Chamber will be investigated.

The review also acknowledges the current situation within Council, where multiple "asset owners" have responsibility for a variety of assets (roads, paths, open space, buildings, etc) within town centres yet little coordinated or strategic direction is taken to ensure capital works projects, maintenance or events and activations meet broader objectives.

Consultation

An external provider was contracted by Council to undertake stakeholder engagement during March 2018.

Five regional stakeholders were identified by Council consisting of Regional Development Australia Central Coast, NSW Business Chamber Central Coast, Central Coast Industry Connect, Destination Sydney North and Surrounds and Surfer Rosa Communications and in-depth phone interviews were conducted with these organisations.

Six key property and business owners with a mix of skills and experience were identified by Council and the third party entities and interviewed in each of the Gosford, Wyong, The Entrance and Toukley town centres. In addition a random sample of property and business owners were also selected across the four town centres. In total fifty one semi-structured phone interviews with business and property owners were conducted.

Relevant key findings from the consultation process include;

61 per cent of property and business owners do not currently believe Council or Council appointed management authorities provide sufficient support to local town centres.

- Regional stakeholders were critical of current management strategies, citing that existing management structures fail to complement each other in achieving a regional approach and felt more collaboration was needed.

- Property and business owners are highly supportive of Council investing more effort into each of the town centre management tasks, with 'creating and managing economic and business development' (92 per cent), 'generating and supporting tourism initiatives' (90 per cent) and 'marketing and promoting town centres' (84 per cent) key tasks requiring additional effort.
- Amongst regional stakeholders, Council was the preferred selection for the execution of all town centre management functions with the exception of marketing and promoting town centres (Affinity are currently contracted by Council to undertake this service) and providing business development support which they believe should be outsourced to third parties.
- When asked how Council could better manage its town centres, the regional stakeholders were supportive of a collaborative approach which implemented a single regional strategic plan and direction.

As part of the town centre review an analysis of how other Councils undertake town centre management in their areas was conducted. Councils investigated include Newcastle City, Lake Macquarie City, Wollongong City, Muswellbrook, Gold Coast and Northern Beaches.

Analysis of the benchmarking undertaken clearly indicates that Councils in a similar situation to the Central Coast have identified that a more strategic and regional approach is needed to ensure best practice for the management of town centres.

All Councils reported a high level of commitment from management and Councillors to develop a town centre management model that provides for a strategic and regional approach, with appropriate funds and resourcing which would ensure best practice in delivering economic development, marketing and promotion and attraction of major events resulting in an increased tourism profile for the area and ensuring a sustainable economy resulting in strong employment outcomes for the community.

All Councils had also introduced an adequately resourced and funded dedicated internal team to undertake the coordination of town centre management functions including asset and contract management, event delivery; capital works programs and coordinated place activation programs for their principal town centres.

Options

1 Maintain the current arrangements

The current model for town centre management has been identified as inadequate in meeting the needs of Council and the community currently and will impede the regional approach required to drive and realise economic and tourism development opportunities; as such this is not the preferred option.

The current arrangements do not provide for delivery of town centre management functions in key centres such as Terrigal and Woy Woy and responsibility for asset and contract management functions across a number of units within Council without coordination has resulted in varying levels of service delivery.

2 Adopt the recommendations in the town centre review

This is the preferred option as the recommendations provide for;

- A clear definition and classification for town centres from a place management perspective.
- A regional and strategic focus for marketing and promotion, major event attraction and economic development for town centres across the Central Coast potentially via an external regional model.
- A collaborative, coordinated and well-resourced model for the delivery of town centre management functions by Council such as asset and contract management, capital works programs, delivery of major events and place management.
- The retention of the relevant place activation events currently being undertaken in Gosford, Wyong & Toukley town centres.
- The expansion of a coordinated capital works, asset and contract management approach across all five principal town centres, which will include Woy Woy & Terrigal.
- The development and delivery of further place activation and major events in Woy Woy and Terrigal.
- Place activation plans, events and activities undertaken in the seven major town centres.

Financial Impact

Council is currently collecting a total of \$1,281,000 in Special Rate Levies (SRLs) in the Gosford, The Entrance, Wyong and Toukley town centres. Additionally, a SRL of \$874,000 is being collected from all commercial property owners across the former Gosford Local Government Area. These levies should be used for the establishment of a best practice model for the management of identified town centres into the future.

To ensure best practice it is also recommended that the town centre management model should provide internal coordination for asset maintenance, contract management and leasing requirements, delivery of major events, support of business development and the development of place activation plans for all identified town centres. This best practice model should be investigated through the current structure review to appropriately resource a dedicated team within Council to provide internal coordination of certain management functions for all identified town centres.

Link to Community Strategic Plan

Theme 1: Belonging

Goal A: Our community spirit is our strength

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

Goal A: Our community spirit is our strength

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

Goal A: Our community spirit is our strength

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

Goal B: Creativity connection and local identity

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

Goal B: Creativity connection and local identity

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

Theme 2: Smart

Goal C: A growing and competitive region

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

Goal C: A growing and competitive region

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

Goal C: A growing and competitive region

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

Goal C: A growing and competitive region

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

Theme 4: Responsible

Goal G: Good governance and great partnerships

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

Goal G: Good governance and great partnerships

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

Risk Management

Nil Impact

Critical Dates or Timeframes

The current third party funding agreements expire on 31 March 2019. Council is required to give 90 days' written notice to terminate or extend the agreements.

Attachments

1	Town Centre Review November 2018	Enclosure	D13382889
2	Confidential Attachment - 2015 WSC Internal Auditors Summary -		D13361774
3	Review Appendix 1 - WRCC Funding Agreements	Enclosure	D13387316
4	Review Appendix 1 - GTV Funding Agreement	Enclosure	D13387315
5	Review Appendix 1 - GBID Funding Agreements	Enclosure	D13387313
6	Review Appendix 2 - The Entrance Town Centre Boundary	Enclosure	D13387318
7	Review Appendix 3 - Toukley Town Centre Boundary	Enclosure	D13387319
8	Review Appendix 4 - Wyong Town Centre Boundary	Enclosure	D13387322
9	Review Appendix 5 - Gosford City Boundary	Enclosure	D13387302
10	Review Appendix 6 - External Stakeholder Engagement Report Town Centre Review	Enclosure	D13382891
11	Review Appendix 7 - Model Analysis	Enclosure	D13387307
12	Review Appendix 8 - WRCC Town Coordinator Business Plan 2017-2018	Enclosure	D13387310
13	Review Appendix 8 - GTV Business Marketing Plan 2017-2018	Enclosure	D13387308
14	Review Appendix 8- GBID 2017-2018 Business Plan	Enclosure	D13387312
15	Review Appendix 9 Asset Ownership - The Entrance	Enclosure	D13387303

Item No: 4.1
Title: Proactive Release of Council held information
Department: Governance



26 November 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-05 - D13373822

Author: Lisa Fox, Research and Response Officer Governance

Manager: James Taylor, Acting Unit Manager, Governance and Business Services

Executive: Shane Sullivan, Acting Director Governance

Report Purpose

The purpose of this report is to provide an update on the ongoing release of Council information under the *Government Information (Public Access) Act 2009* (the GIPA Act) and on Council's proactive release program.

Recommendation

That Council receive the report providing an update on the ongoing release of Council information under the Government Information (Public Access) Act 2009 and Council's Proactive Release program.

Background

In March 2018, Council initiated a project to create a framework that promotes proactive release of Council held information. Council's additional focus and resourcing on proactive release is one way of strengthening Council's relationship with the community and also improve organisational transparency.

Between October 2017 and July 2018 a number of Council resolutions relating to the public's access to Council held information have been actioned and reported on in previous reports. Related resolutions that have arisen since July 2018 are addressed as part of this report.

Between April and July 2018, Council prepared a monthly business paper providing an update on this project. In July reporting timeframes were changed to quarterly to enable the project officer to focus on embedding a sustainable process of proactive release as part of Council's business as usual.

The Government Information (Public Access) Act 2009 (the GIPA Act)

In New South Wales access to government information is regulated mainly by the GIPA Act. An explanation of the GIPA Act has been provided in previous reports.

Council's website provides advice to members of the public about how they may access Council held information under the GIPA Act.

Council has a team of GIPA officers who respond to a large number of informal and formal information requests. Council recently submitted its 2017-2018 formal access application data to the NSW Information and Privacy Commission, as required under the Act. This data will also be reported in Council's 2017-2018 Annual Report. The data shows that Council responded to 107 formal information access requests in that financial year.

Formal requests for information tend to be more resource intensive than informal requests. These requests may be complex and require third party consultation. Council's decision and a formal statement of reasons, are required to be provided to the applicant within 20 working days. The GIPA Act also provides the applicant with internal and external appeal rights. The application fee (\$30) and the processing fees (\$30 per hour) for formal applications is a statutory fee that does not cover the actual cost to Council.

Various areas of Council respond to hundreds of informal requests for information from the community each year. During the 2017 – 2018 financial year Council's GIPA team responded to approximately 1100 informal requests. The majority of informal requests relate to matters specific to the individual requesting the information, for example the building plans for their own property.

Proactive Release under the GIPA Act

Section 7 of the GIPA Act authorises Council to make publically available Council held information, where there is no overriding public interest against doing so. The type of information that Council may for proactive release is varied, but may include correspondence, consultant reports and Council memo.

It is exclusively a matter for Council's Chief Executive Officer (CEO) to determine whether information held by Council will be proactively released. Prior to that determination being made Council staff will undertake internal and external consultation regarding the appropriateness of the release of the information. Any documents approved for proactive release will be redacted to remove all commercially sensitive information, as well as all personal information and personal identifying information in accordance with *Privacy and Personal Information Act 1998*.

Update on Council's proactive release program

Since the last report, in July 2018, the CEO has made a number of decisions relating to the proactive release of documents. The majority of these have been in relation to Council Resolutions.

At the Ordinary Council meeting on 23 July 2018 Council resolved:

720/18 *That Council request the Chief Executive Officer to consider the proactive release of the lease to AAI and the agreement for lease between Council and AAI, as authorised by the NSW Civil and Administrative Tribunal.*

4.1 Proactive Release of Council held information (contd)

On 3 August 2018, the CEO reaffirmed the decision of the Acting CEO on 25 May 2018 not to proactively release these documents. These decisions were made following consultation with the relevant parties and consideration of the appropriateness of the release.

721/18 That Council request the Chief Executive Officer consider the proactive release of documents relating to Gosford CBD and Gosford City Centre planning and economic feasibility since 2010 (initially) including, but not limited to:

a) Gosford City Centre – Statement of Strategic Intent 2014, prepared by Roberts Day

b) Gosford Regional Economic Corridor Master Plan 2015, prepared by SGS Economics & Planning

c) Gosford City Centre Floor space Incentive Contribution Rate Study 2016, prepared by AEC Group

d) Central Coast Subregion Summary Report – Dwelling Potential and Feasibility, prepared by NSW Planning and Environment

The CEO has approved the proactive release of the reports (a) – (c). Two further relevant documents were also identified as appropriate for proactive release. These are the:

- *Gosford Regional Economic Corridor Master Plan 2018, prepared by SGS Economics & Planning*
- *Councillor briefing titled "Gosford CBD – Economic Feasibility Studies" dated 12 January 2018*

These five documents are available on Council's website. Redactions have been made to remove commercially sensitive information.

The CEO decided not to release (d) *Central Coast Subregion Summary Report – Dwelling Potential and Feasibility* following third party consultation.

At the Ordinary Council meeting on 24 September 2018 Council resolved:

1013/18 That Council request the Chief Executive Officer give consideration to proactively releasing any response to its earlier representations and correspondence to the NSW Government informing them of its support for a Special Commission of Inquiry into Mangrove Mountain landfill site.

Council staff identified two letters relevant to this Resolution. The CEO has decided not to proactively release these letters.

The CEO has approved the proactive release of a report relating to Mangrove Mountain, as a result of discussions arising from a Mangrove Mountain and Spencer Advisory Committee meeting. The *Groundwater Simulation and Optimisation Modelling of the Kulnura – Mangrove Mountain Aquifer Systems* report dated 10 November 2006 can be accessed on Council's website.

To date work done under this program of proactive release has generally been reactive. Council is continuing to work on embedding the practice of proactive release into Councils' "business as usual". Council has committed to investing further time and resources in the creation of a sustainable process that will benefit Council and the community in the long term.

Accessibility of information online

The recent upgrade of Council's website has improved overall searchability of the site. As a result, more community members can locate proactively released documents that are available on the website, thus broadening the audience. However, Council acknowledges that there remains work to be done in improving the accessibility and layout of information that Council has proactively released.

Copyright

Council recently revisited the accessibility of three reports related to the Airport and the Wyong Employment Zone. These reports had been proactively released by Council earlier this year, but were available to the public as "view only" because of copyright restrictions. The relevant copyright holders within Council have now waived their right to copyright and redacted versions of the reports can now be accessed via the website. These reports are:

- *Draft Demand Forecasts & Development Strategy Review for Central Coast Regional Airport prepared by CAPA Consulting dated 10 December 2014*
- *Warnervale Business and Education Precinct prepared by SGS Economics & Planning dated 13 November 2013*
- *Warnervale Airport Opportunities Feasibility Study dated February 2013*

As previously reported, Council wrote to the NSW information Commissioner on 13 June 2018 expressing Council's concerns about how the *Copyright Act 1968 (Cth)* adversely impacts upon local Council's ability to comply with their statutory obligations under the GIPA Act. The letter also requested that the NSW Information and Privacy Commission consider making a submission to the Federal Department of Communications and the Art's review into the Copyright Act noting these challenges.

In response to that letter the Information Commissioner contacted the Acting CEO to seek further information regarding Council's copyright concerns, including specific examples. Council understand that the IPC made a submission to the Federal review that raised NSW local government concerns about the current copyright laws.

As has been previously reported Council also made a submission to the Federal review. The consultation period has now closed and all submissions are available online. Council notes that Central Coast Council was only one of two Councils that made a submission to this review.

Council understands that the Department of the Communications and the Arts are in the process of advising the Federal Government on copyright modernisation options, drawing on the submissions received during the consultation period.

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

Nil.



Item No: 4.2
Title: Councillor Expenses and Facilities Report
Department: Governance

26 November 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-05 - D13361826
Author: Sonia Witt, Meeting Support Coordinator
Manager: Sarah Georgiou, Section Manager, Councillor Support
Executive: Shane Sullivan, Acting Director Governance

Report Purpose

To table the provision of expenses and facilities to Councillors for the six month period to September 2018 as required under clause 122 of the *Councillor Expenses and Facilities Policy*.

Recommendation

That Council receive the report on Councillor Expenses and Facilities Report.

Background

Central Coast Council (Council) adopted a *Councillors Expenses and Facilities Policy (the Policy)* on 27 August 2018 to enable the reasonable and appropriate reimbursement of expenses and provision of facilities to Councillors, to help them undertake their civic duties.

The policy was drafted in accordance with the *Local Government Act 1993* and *Local Government (General) Regulation 2005*, and complies with the Office of Local Government's *Guidelines for the payment of expenses and provision of facilities to Mayors and Councillors in NSW*.

To ensure accountability and transparency, and to align the costs incurred with community expectations, the Policy provides at clause 122:

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.

The following report is provided to Council to satisfy the requirements of clause 122 of the Policy for the April 2018 to September 2018 six month period.

Reports to Council will be provided every six months. The last report was provided to the Council Meeting of 23 April 2018.

Current Status:

Attached is the expenditure as at 28 September 2018 for each Councillor against each provision.

Financial Impact

The attached spend is within the budgeted parameters and in accordance with the adopted Policy.

The following table from the adopted policy sets out the financial provisions to each Councillor;

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

Link to Community Strategic Plan

Theme 4: Responsible

Goal G: Good governance and great partnerships

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

Attachments

1 Councillor Expenses and Facilities - 3 April 2018 to 28 Sept 2018 D13380014

Councillor	General Travel Expenses	Interstate, overseas and long distance travel expenses	Accommodation and meals	Professional development	ICT expenses	Carer expenses	Home office expenses
Best	\$265.34	\$426.58		\$2,230.52			
Burke	\$1,002.32		\$171.70	\$969.00			
Gale Collins	\$885.30			\$80.00	\$1,144.97	\$3,278.24	\$334.87
Greenaway	\$1,207.68						
Hogan							
Holstein	\$2,437.12	\$845.00					\$334.87
MacGregor							
Marquart	\$173.94						
Matthews	\$275.34						
McLachlan							
Mehrtens							
Pilon				\$1,099.00			
Smith (Mayor)	\$40.00		\$10.65	\$1,379.00			
Sundstrom							
Vincent					\$191.00		
TOTAL	\$3,287.04	\$1,271.58	\$182.35	\$5,757.52	\$1,335.97	\$3,278.24	\$669.74

Item No: 4.3
Title: Meeting Record of the Employment and Economic Development Committee held on 12 September 2018
Department: Governance



26 November 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-04 - D13345626

Author: Zoie Magann, Advisory Group Support Officer

Manager: Jamie Barclay, Unit Manager, Economic Development and Project Delivery

Executive: Shane Sullivan, Acting Director Governance

Report Purpose

To note the draft Meeting Record of the Employment and Economic Development Committee held on 12 September 2018.

Recommendation

That Council receive the report on the draft Meeting Record of the Employment and Economic Development Committee held on 12 September 2018.

Background

The Employment and Economic Development Committee held a meeting on Wednesday 12 September 2018. The Meeting Record of that meeting is attached to this report for Council's information.

As per the adopted Terms of Reference of the Employment and Economic Development Committee, where the Advisory Group has not recommended an action for Council, the Meeting Record is reported as an Information Report only.

Link to Community Strategic Plan

Theme 4: Responsible

Goal G: Good governance and great partnerships

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

Attachments

1	Draft Employment and Economic Development Committee Meeting Record - 12 September 2018	D13345592
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Draft Employment and Economic Development Committee Meeting Record – 12 September 2018



Location:	Wyong Administration Building Committee Room 2 Hely Street, Wyong	
Date:	12 September 2018	
Time	Started at: 5.04pm	Closed at: 7.10pm
Chair	Mayor Jane Smith	
File Ref	F2018/00100	

Present

Mayor Jane Smith, Deputy Mayor Chris Holstein, Councillor Kyle MacGregor, Councillor Bruce McLachlan, William Adames, John Asquith, Michael Pilon, Brad Wilson

Council Staff:

Jamie Barclay – Unit Manager Economic Development and Project Delivery, Kelly Drover – Advisory Group Support Officer, Louise Fisher – Special Projects Coordinator Funding, Gary Hamer – Section Manager Urban Growth Strategies, Zoie Magann – Advisory Group Support Officer

Item 1 Apologies

Councillor Jilly Pilon, Councillor Rebecca Gale Collins, Councillor Jeff Sundstrom, Mike Goodman

Item 2 Disclosure of Interest

Councillor McLachlan previously declared a less than significant non-pecuniary interest as a business owner on the Central Coast.

Brad Wilson declared less than significant non-pecuniary interests as a Regional Development Officer for Central Coast Community Council, and his involvement with the Community Automotive Sport and Recreation (CASAR) Park which has a DA with Council.

Mayor Smith declared a less than significant non-pecuniary interest as a board member of The Art House.

Item 3 Confirmation of Previous Meeting Record

The Advisory Group confirmed the Meeting Record from 5 July 2018.

Item 4 Presentation on REDES (Regional Economic Development and Employment Strategy)

Jamie Barclay (Unit Manager Economic Development and Project Delivery) provided a presentation on the Central Coast and Lake Macquarie Regional Economic Development Strategy 2018-2022 (Department of Premier and Cabinet). It was noted that this document supersedes REDES, which was written in 2009.

Draft Employment and Economic Development Committee Meeting Record – 12 September 2018



Item 5 Former Wyong Employment Plan and Economic Job Creation in the North

Jamie Barclay provided a presentation on the former Wyong Employment Plan, and notified the Advisory Group that a revised Economic Development Strategy is currently being developed by staff for the Central Coast.

Action: The Advisory Group requests that staff provide an update on the development of the Central Coast Economic Development Strategy as a standing item for future meetings, including the process and timeframe surrounding the document development.

Action: The Advisory Group requests that staff provide an overview on the status of the Iconic Key Sites at a future meeting.

Action: The Advisory Group requests that staff provide an overview of the Destination Management Plan and Tourism Opportunity Plan at a future meeting.

Item 6 Gosford Vision

Gary Hamer (Section Manager Urban Growth Strategies) addressed the Advisory Group regarding the Gosford Vision, and highlighted the value of the Gosford Hospital Redevelopment Project as a catalyst for employment and economic development on the Central Coast.

Item 7 Economic Corridors and Key Actions in Central Coast Regional Plan

Gary Hamer provided the Advisory Group with an overview of the Northern (Tuggerah to Warnervale) and Southern (Somersby to Erina) Economic Growth Corridors. The Growth Corridors are identified as key actions in the Central Coast Regional Plan 2036 (Department of Planning and Environment).

Item 8 Grant Opportunities

Louise Fisher (Special Projects Coordinator Funding) provided a presentation on the development of State and Federal grant proposals and external funding opportunities. A hardcopy of the presentation was distributed to the Advisory Group.

The Mayor commended staff on work undertaken to develop a website with an interactive map which identifies priority projects for external funding. The website is still being finalised, and is due to go live shortly.

Item General Business and Close

The Advisory Group appreciate and applaud the efforts of staff for providing informative presentations to the meeting, and note the need for an increase in staff and resources in Council's Economic Development team.

Action: The following item is to be included in the agenda for the next meeting:

- How do we measure economic development?

The meeting closed at 7:10pm.

Next Meeting: **Wednesday 12 December 2018**
5pm – 7pm
Central Coast Council Gosford Office
Level 1 Committee Room

Item No: 4.4
Title: Response to Notice of Motion - Littering - Enforcement and Education Review
Department: Environment and Planning



26 November 2018 Ordinary Council Meeting

Trim Reference: F2010/00500 - D13243059

Author: Jamie Loader, Unit Manager, Development Assessment

Manager: Scott Cox, Director, Environment and Planning

Executive: Scott Cox, Director, Environment and Planning

Response to Notice of Motion – Littering – Enforcement and Education Review as resolved by Council at its meeting held 12 February 2018. At this meeting Council resolved:

Moved: Councillor McLachlan

Seconded: Councillor Vincent

Resolved

- 61/18 That Council request the Acting Chief Executive Officer provide a report on the resources available to handle the population increase during peak tourism times in relation to litter.*
- 62/18 That Council request the Acting Chief Executive Officer review the policy on education and enforcement and provide a report on improvements and suggested actions to ensure the public are fully aware of the penalties and consequences of littering and that the Council Rangers are adequately resourced to enforce these litter laws.*
- 63/18 That Council request the Acting Chief Executive Officer urgently review what the public view as inadequate penalties for environmental damage and provide a briefing to Councillors on potential penalty amounts with comparisons against other environmental penalties and models and costings for educational programs, campaigns and community initiatives. (ie: littering)*
- 64/18 That Council specifically look at encouraging the non-use of helium balloons at festivities and events.*
- 65/18 That Council note that it is intended that the Acting Chief Executive Officer will write to the NSW Government seeking appropriate increases in the prescribed penalties for littering offences after the Council has considered the above reviews in a briefing.*

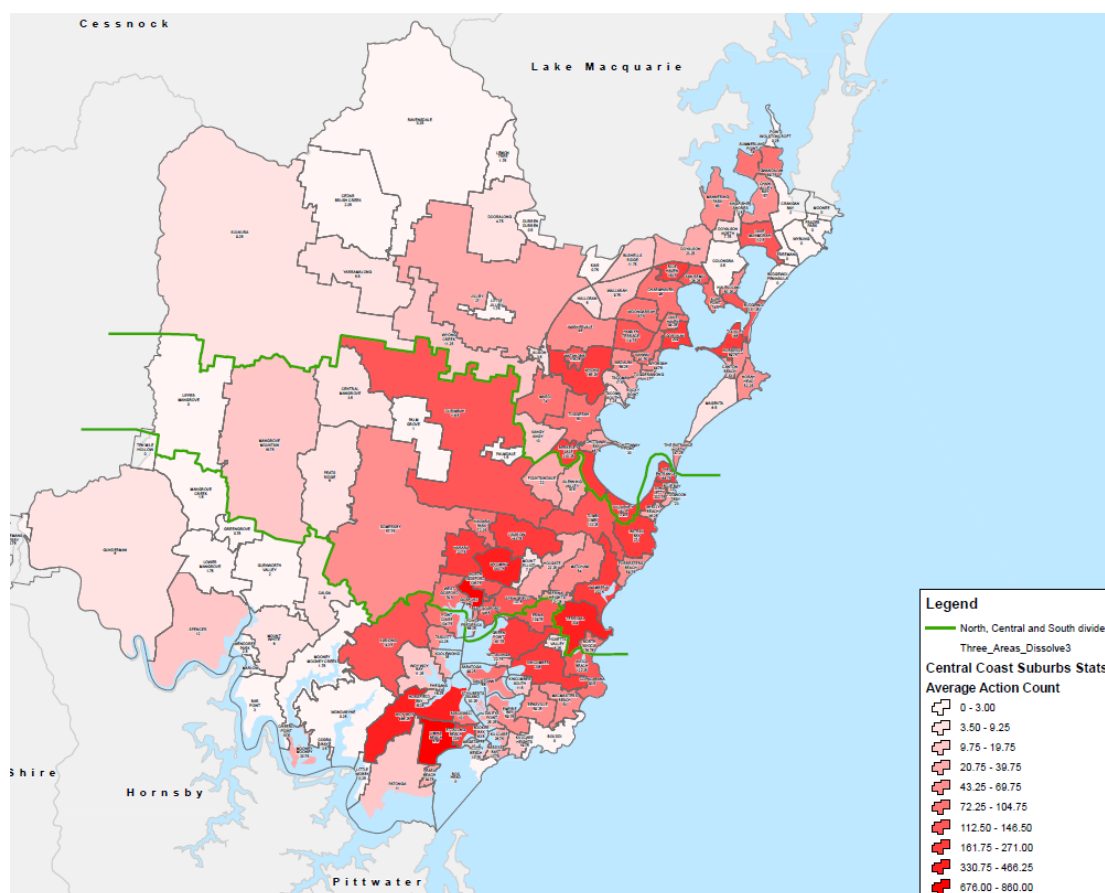
Recommendation

That Council receive the report on Response to Notice of Motion - Littering - Enforcement and Education Review.

Community Safety Resources

The Community Safety Team consists of 14 FTE permanent rangers and 2 temporary rangers. The officers are required to cover a 7 day roster and therefore the number of rangers working per day varies.

The officers are responsible for enforcement across 141 suburbs which span over 155.71km². The map below shows which suburbs have the highest amount of complaints.



Since 1st January 2018 to 30 June 2018, the Community Safety team have received 6950 service requests.

Responsibilities of rangers

The Rangers are authorised officers under the following legislation;

- *Companion Animals Act & Regulation*
- *Australian Road Rules*
- *Impounding Act*
- *Local Government Act*
- *Protection of the Environment and Operations Act*
- *Environmental Planning & Assessment Act (limited elements)*

Given the varied nature of the role it can be difficult to provide an extensive list of all responsibilities, however the main issues dealt with regularly under each Act are:

Legislation:	Actions:
Companion Animals Act	<ul style="list-style-type: none"> • Investigation into barking dog complaints • Dog collections stray dogs/secured dogs • Dogs in prohibited areas – beaches, schools • Unregistered/unidentified dogs/cats • Nuisance Cats • Investigation into dog attacks • Compliance inspections for dog control requirements - declared dangerous/menacing/restricted dogs
Australian Road Rules Act	<ul style="list-style-type: none"> • Residential parking compliance • School zones • Responding to general parking complaints
Impounding Act	<ul style="list-style-type: none"> • Abandoned vehicles • Abandoned articles • Roaming/loose livestock
Local Government Act	<ul style="list-style-type: none"> • Illegal/unauthorised use of reserves – camping/smoking/dogs prohibited/general non-compliance with signage, personal training without permit • Trading/selling without approval (roadside markets) • Footpath obstructions
Protection of the Environment Act	<ul style="list-style-type: none"> • Kerbside waste
Environmental Planning & Assessment Act	<ul style="list-style-type: none"> • Illegal advertising (signs and trailers)

Whilst littering is an important issue, there are many issues that the rangers are responsible for, some of which provide safety to the community and therefore take priority over other matters. The rangers receive on average 1,158 complaints per month, making the role largely reactive which leaves little time for proactive work such as patrolling public places as part of daily activities in an attempt to observe a littering offence.

To address the concerns of littering a combined approach of education, cleaning services and enforcement should be taken. The Community Safety Team can also schedule littering patrols in peak times to provide a visual presence and deterrent as well as undertake enforcement action where required.

Peak Tourism Times

The Central Coast experiences an increase in visitors to the area in the warmer months. According to *The Central Coast Destination Management Plan 2018-2021*, Central Coast received over 4.8 million visitors in 2016-2017, increasing by 0.4% p.a. since 2014. Of these visitors, 70% were domestic day visitors.

Purpose of visit and top activities

The main purpose of visit for international visitors was to holiday (53%), followed by visiting friends and family (36%). Whereas the main purpose of visit for domestic visitors was holidays (45%), followed by visiting friends and family (40%).

Events and Activities

There are numerous events that occur all over the Central Coast including fireworks displays on New Year's Eve, The Entrance alone has over 15 events and major festivals each year, excluding Pelican feeding. Despite this, *The Central Coast Destination Management Plan 2018-2021* indicates that the top activities for domestic visitors are eating out (50%), followed by visiting friends and family (48%) and going to the beach (27%).

Litter Reduction Strategies

Reducing litter is important for the health of the environment and our communities. Litter dropped in the streets and on our beaches can end up in our waterways causing harm to people and animals. Litter can also make an area look dirty and uncared for and there are also significant costs to Council to manage and clean up litter.

There are many different reasons why people litter and it can depend on a number of influences. Research has shown that people will litter according to how they feel about a place, whether they will be seen, the type of litter and their views about whether littering matters. Public places that are clean, safe and user friendly promote participation of the community (and visitors) in an effort to care for and maintain the location, as well as growing a sense of ownership and community pride.

The 2016/17 National Litter Index report published by Keep Australia Beautiful outlines the results of biannual litter counts across the country. The report found that overall litter in Australia is down 4.3% since last year. The report found that overall cigarette butts and packaging, beverage containers and takeaway food packaging represents two thirds of all the litter counted across the country.

Education

Community education is critical in leading behaviour change with littering. To have effective long term behaviour change, research has shown that continual education programs and messaging is required. Community pride and personal responsibility are also paramount in leading the way with litter reduction. The recent outcomes from the Community Strategic Plan engagement have showcased that litter is a key issue for our community.

Council has a number of programs that integrate litter messaging and litter management across a number of Units of Council. These programs include community education, maintenance programs, collection of litter, enforcement, Landcare, Bushcare and Tidy Towns. Current litter education programs

The current anti-litter and litter education campaigns in NSW include:

- NSW EPA – *Don't Be A Tosser*
- NSW EPA – Litter Prevention Program
- NSW - Community Litter Grants
- NSW EPA – Cigarette Butt Trial (2018)
- Keep NSW Beautiful, including the EnviroMentors program (schools based waste and litter education) and Tidy Towns

The NSW Government through the NSW EPA developed the *Don't be a Tosser* campaign and has supported Councils to deliver these messages through a range of education methods.

Council's community education in relation to litter has been evolving as changes occurred on both a State and local level. Education actions that have been carried out have incorporated a number of early childhood and school based projects, community based anti-litter campaigns and environmental education programs, including working with the Department of Education, The Community Environment Network and Take 3.

Council funded littering programs include the following:

- *Don't Be A Tosser* campaign materials including advertising, community board banners and social media. This also includes the recent work with Mountain Districts which is under consideration with the NSW EPA and RMS on litter hotspots, e.g. the M1 Kariong Interchange.

4.4 Response to Notice of Motion - Littering - Enforcement and Education Review (contd)

- Clean up Australia Day campaigns for schools, local businesses and the community.
- The Little Green Steps early childhood program including the Take 3 Marine Debris Art Challenge.
- Central Coast Primary Schools Environment Program.
- Wise About Waste schools program, a partnership with Rumbalara Environmental Education Centre.
- Tuggerah Lakes and Brisbane Waters estuary education program, including funding for Take 3 incursions in 10 schools in the Tuggerah Lakes catchment and 10 schools in the Brisbane Waters catchment per year and a workshop day with University of Newcastle.
- Litter prevention projects partnering with Take 3.
- Litter reduction at The Entrance focused on fishing equipment and cigarette butts.
- Kerbside Litter education for Real Estates
- Green Living Workshop series.
- Partnership with the Clean4Shore project in Brisbane Waters, Broken Bay and the Hawkesbury River.
- Plastic bag and Boomerang Bags campaign.
- Butt Bins campaigns and the #Buttfree campaign.
- Keep Cup campaign.

New litter education programs

The current NSW EPA littering program *Don't be a Tosser* has moved toward taking personal responsibility and the fact the community is watching rather than formally advertising penalties. To develop the communities knowledge of the current or future fines further work could be included into the communications of the *Don't be a Tosser* program. This further work would require additional resources as the Learning Community Section is currently operating at maximum capacity. Two options on potential programs and the resources required are detailed below.

Option 1: Keep the Coast Clean program – integrated litter education program with further communications

This model of the program would include use of the existing integrated Central Coast Council programs, a new communication plan (both for staff and the community), integration with Cleanaway's new schools education programs (containing a litter module for early childhood, primary and high schools linked to the Australia Curriculum outcomes) and continued use of the *Don't be a Tosser* campaign.

This is a minimal change to existing programs due to staffing resources being at capacity to develop new comprehensive programs. An additional operational budget of \$22,000.00 per annum would be required to implement the communications plan and *Don't be a Tosser* marketing. This could cover; radio advertising, local and community newspaper collateral, an extension to the butt bins project and advertising on buses.

Option 2: Keep the Coast Clean program – comprehensive litter education and communications program

The design, development and implementation of a new *Keep the Coast Clean* program including comprehensive behaviour change based initiatives.

Incorporating the existing education initiatives and a further extensive use of the NSW EPA campaigns including *Don't be a Tosser* this program would develop new community education based projects including stakeholder engagement, pre statistical litter data for the Central Coast using the Litter Prevention program, an extensive communications and marketing plan (for both staff and the community) and education in the following areas:

- Litter education focused on tourism areas, tourists and visitors to the Central Coast
- Integration of Council's waste contractor Cleanaway's new schools education programs (litter modules)
- Litter education collateral for the general and Culturally and Linguistically Diverse community
- Single use plastics campaign, including working with local businesses (specifically takeaway)
- Litter Blitz Days (working with the enforcement program)
- A Return and Earn campaign, supporting the NSW Government Container Deposit scheme
- Staff education – training days for compliance working with the EPA

This new program would be multi-faceted in delivery and be staged over a three to five year timeframe working with current state campaigns. To deliver this program the option for delivery would require a minimum additional 1.0FTE up to a maximum 1.6FTE. An operational budget at a minimum of \$190,000.00 per annum would cover salaries, materials, contracts, marketing and communications to implement the work developed by the staff over a staged program.

Additional funding would be sort through government grants to continue to develop roadside and community based projects similar to the existing project under consideration with the NSW EPA and RMS.

Enforcement

Littering is regulated in NSW by the *Protection of the Environment Operations Act 1997* (POEO). The definitions of littering and associated offences are outlined in Part 5.6A of the POEO Act. There are on the spot Penalty Notices that can be issued for littering offences which are set out in Table 1 below. The amounts for penalty notices are set by the NSW State Government.

4.4 Response to Notice of Motion - Littering - Enforcement and Education Review (contd)

Table 1: Fixed Penalties for Littering Offences

Offence	Penalty Amount
Deposit litter (extinguished cigarette) excluding from vehicle	\$80
Deposit litter (lit cigarette) excluding from vehicle	\$250
Deposit litter (small item) excluding cigarette and from vehicle	\$80
Deposit litter excluding cigarette and from vehicle – Corporation	\$500
Deposit litter excluding cigarette and from vehicle – Individual	\$250
Deposit litter from vehicle no exclusions – Corporation	\$500
Deposit litter from vehicle no exclusions – Individual	\$250
Aggravated deposit litter (lit cigarette) excluding from vehicle – Corporation	\$900
Aggravated deposit litter (lit cigarette) excluding from vehicle – Individual	\$450
Aggravated deposit litter (small item) excluding cigarette and from vehicle – Corporation	\$900
Aggravated deposit litter (small item) excluding cigarette and from vehicle – Individual	\$450
Aggravated deposit litter excluding cigarette and from vehicle – Corporation	\$900
Aggravated deposit litter excluding cigarette and from vehicle – Individual	\$450
Aggravated deposit litter from vehicle no exclusions – Corporation	\$900
Aggravated deposit litter from vehicle no exclusions – Individual	\$450
Deposit advertising material in/on any place – Corporation	\$400
Deposit advertising material in/on any place – Individual	\$200
Deposit advertising material in/on any vehicle – Corporation	\$400
Deposit advertising material in/on any vehicle – Individual	\$200
Ask/attempt to ask another to contravene s 146A/146B – Corporation	\$400
Ask/attempt to ask another to contravene s 146A/146B – Individual	\$200
Ask/cause/induce/require another to contravene s 146A/146B – Corporation	\$400
Ask/cause/induce/require another to contravene s 146A/146B – Individual	\$200
Cause/attempt to cause another to contravene s 146A/146B – Corporation	\$400
Cause/attempt to cause another to contravene s 146A/146B – Individual	\$200
Induce/attempt to induce another to contravene s 146A/146B – Corporation	\$400
Induce/attempt to induce another to contravene s 146A/146B – Individual	\$200
Require/attempt to require another to contravene s 146A/146B – Corporation	\$400

4.4 Response to Notice of Motion - Littering - Enforcement and Education Review (contd)

Offence	Penalty Amount
Require/attempt to require another to contravene s 146A/146B – Individual	\$200
Release 20 or more lighter than air balloons at same time – Corporation	\$400
Release 20 or more lighter than air balloons at same time – Individual	\$200
Cause/permit release of 20 or more lighter than air balloons - Corporation	\$400
Cause/permit release of 20 or more lighter than air balloons – Individual	\$200
Release/cause/permit release of more than 100 balloons – Corporation	\$750
Release/cause/permit release of more than 100 balloons – Individual	\$375

As with all of Council's regulatory responsibilities, enforcement action associated with littering is carried out in accordance with Councils *Policy for Compliance & Enforcement*. This Policy was adopted by Council on 22 February 2017 and aims to provide structure, consistency and transparency in decision making, and facilitate a proportional approach to compliance and enforcement actions.

The enforcement of littering offences requires an Authorised Officer to either witness the offence or obtain sufficient admissible evidence to prove the offence. Sufficient evidence may be in the form of a witness statement and a willingness to attend Court. The evidence can be from any person whether that person is a Council employee or a member of the public. In circumstances when the littering is observed from a motor vehicle, the offence can be linked to the motor vehicle which the owner has responsibility for. If a member of the public observes this offence, they can also report it to the EPA who may issue penalty notices based on the report. To report littering from a vehicle to the EPA you need to:

- Have actually seen the litter being thrown, or blown, from the vehicle,
- Provide the vehicle registration details and the location where the littering took place, and
- Report the incident within 14 days.

Reports to the EPA can be made online at: <https://www.epa.nsw.gov.au/your-environment/litter-and-illegal-dumping/report-littering>

In circumstances when an Authorised Officer observes littering from an individual, the officer must obtain the alleged offenders name, address and date of birth. While the Act provides the power to an Authorised Officer to demand the details of a person who is suspected of committing an offence, the application of this power must be very carefully considered.

An Authorised Officer faced with a person who refuses to provide their details or attempts to leave has only two options:

4.4 Response to Notice of Motion - Littering - Enforcement and Education Review (contd)

- allow the person to leave or,
- arrest the person for the purpose of identification.

Council's Rangers are not sufficiently equipped or resourced to undertake the arrest of offenders. Any arrest of persons should be left to members of the New South Wales Police Force.

As a result, Council is not able to equally enforce littering laws to individuals. Penalty notices would only be issued to members of the public that cooperate with Council's Rangers. There would be no recourse for simply walking away and this may not act as a deterrent to potential offenders.

Resourcing of Rangers

Enforcement is only one component of a program to reduce the occurrence of litter. There are inherent difficulties for the Rangers to carry out enforcement action for littering. To reduce littering, any additional resources would be better used in community education, street cleaning services and maintenance programs.

Helium Balloons

Central Coast Councils events team do not permit the use, sale or distribution of balloons at Council managed events and this recommendation is also included in Councils Sustainable Events Guide distributed to community event organisers. Council have also implemented a clause in our stallholder Terms and Conditions to ensure third parties do not allow the sale or distribution of balloons at Council managed events.

It should also be noted, that Section 146 of the *Protection of the Environment Operation Act 1997* outlines that it is an offence to cause or permit the release of 20 or more balloons. An on the spot penalty of \$200 for individuals and \$400 for corporations is associated with this offence.

Attachments

Nil.

Item No: 4.5
Title: Investment Report for October 2018
Department: Finance



26 November 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-05 - D13380666
Author: Devini Susindran, Financial Accountant Treasury and Taxation
Manager: Carlton Oldfield, Unit Manager, Financial Services
Executive: Shane Sullivan, Acting Director 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 October 2018.

Recommendation

That Council receive the Investment Report for October 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 \$471.74 million at 31 October 2018.

Source of Funds	Value (\$'000)
Investment Portfolio	\$464,809
Transactional accounts (per bank statements) and cash in hand	\$6,931
Total	\$471,740

This investment report will focus on the investment portfolio of \$464.81 million.

4.5 Investment Report for October 2018 (contd)

Cash flows are managed primarily through term deposit and floating rate note maturities, with a net outflow of \$5.9 million in October 2018.

Total net return on the portfolio for Council, in October was \$1.1m, comprising entirely of interest earnings. The total value of the Council's investment portfolio as at 31 October 2018 is outlined in Table 1 below.

Table 1 – Portfolio movement

Description	2017-18 Financial Year \$'000	Quarter 1 2018 \$'000	October 2018 \$'000	FYTD 2019 \$'000
Opening Balance	409,890	467,254	470,791	467,254
Movement for the period	57,364	3,537	(5,982)	(2,445)
Closing Balance	467,254	470,791	464,809	464,809
Interest earnings	11,625	3,012	1,065	4,077

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	3.57%	Immediate	16,606
Investments			
0 - 3 months	12.48%	Jan-2019	58,000
4 - 6 months	11.72%	Apr-2019	54,453
7 - 12 months	42.33%	Oct-2019	196,750
1 - 2 years	18.07%	Oct-2020	84,000
2 - 3 years	7.53%	Oct-2021	35,000
3 - 4 years	2.15%	Oct-2022	10,000
4 - 5 years	2.15%	Oct-2023	10,000
Total Investments	96.43%		448,203
Total Portfolio	100.00%		464,809

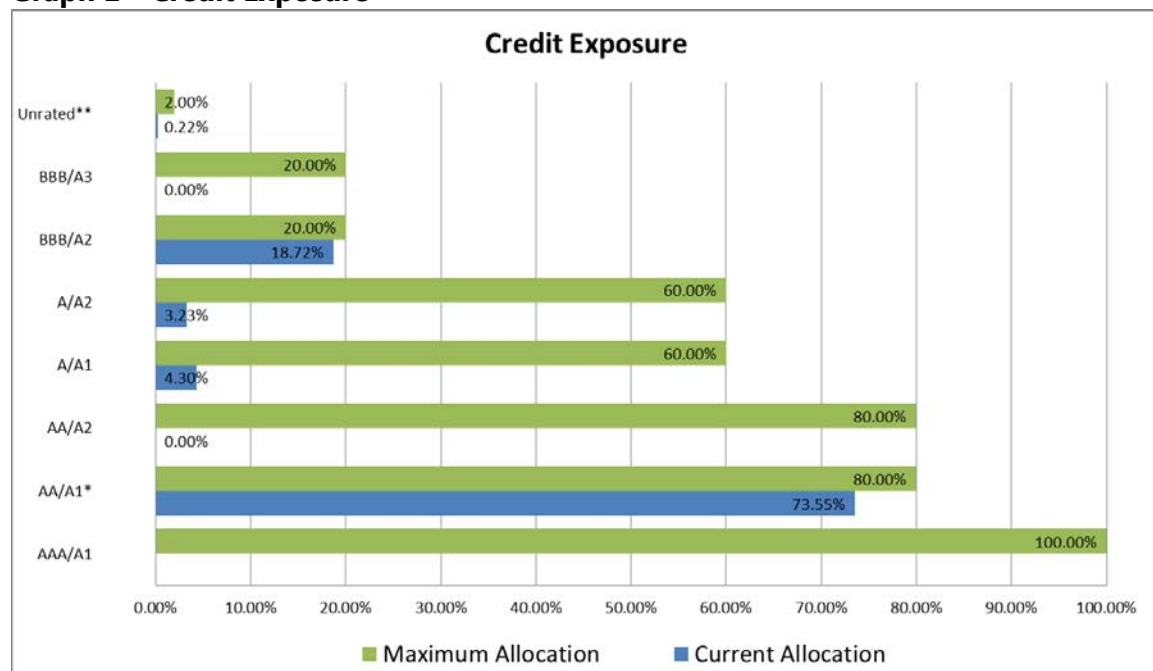
The investment portfolio is concentrated in A1/AA (73.55%) and A2/BBB (18.72%).

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 continues 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.

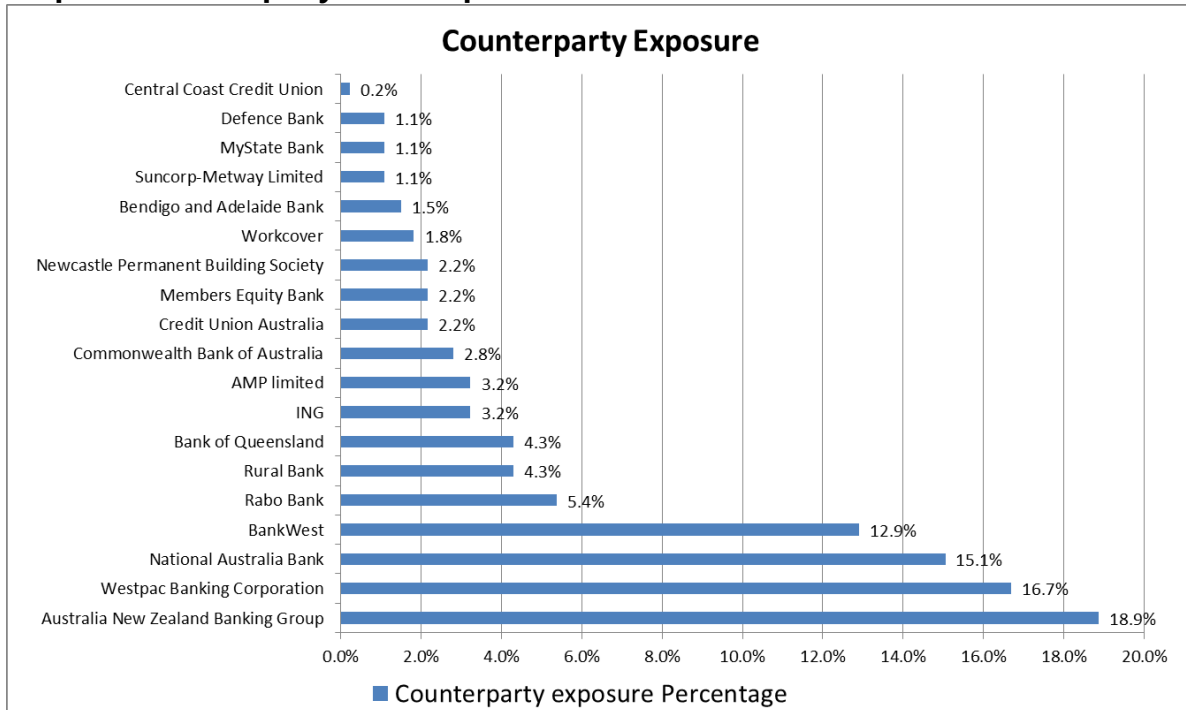
The current spread of investments is listed in Graph 1 and counter party credit exposure is listed in Graph 2.

Graph 1 – Credit Exposure



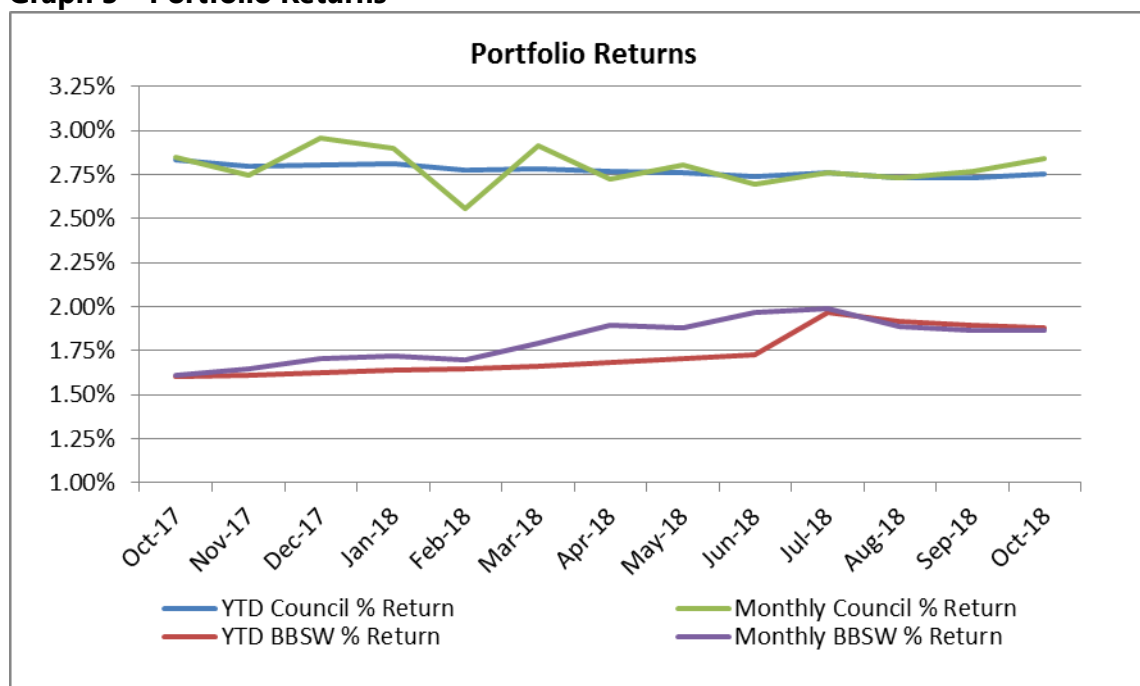
* **AA/A1:** Council has provided security for self-insurance by way of a term deposit invested in an ADI (with a short term S & P rating of A1) through State Insurance Regulatory Authority (formerly WorkCover NSW). This security has been included as part of Council's investment portfolio. Council regularly 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 1.87%. The annualised financial year to date return for October of 2.75% for Central Coast Council is favourable compared to benchmark bank bill swap (BBSW) *financial year to date* Bank Bill Index of 1.88% 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	\$464,809
Transactional accounts	\$6,931
Total	\$471,740
Restricted Funds	\$358,326
Unrestricted Funds	\$113,414

Attachment 2 details the restrictions for Council by fund as at 31 May 2018. The restrictions for October 2018 will be finalised after completion of the financial statements for the year ended 30 June 2018.

Green Bonds

Council staff has recently completed one Green investment and are pursuing another opportunity. Council is placing \$15m in the inaugural T-Corp Green Bond offering. Further Council staff are investigating a new Green investment product offering from a major financial institution that will soon be released to the market.

As with all new investments, Council staff will conduct the required due diligence to confirm the investments meet Council's investment policy prior to investing Council funds.

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 Restrictions at 31 May 2018 | D13253035 |
| 2 | Summary of Investments By Type at 31 October 2018 | D13380676 |

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

Central Coast Council Summary of Investments as at 31-October-2018							
Financial Institution	Type of Investment	Short Term Rating	Long Term Rating	Maturity Date	Portfolio Balance as at 31 October 2018 \$	As a % of the total Portfolio	Interest Rate %
CASH AT CALL:							
Westpac Banking Corporation	Corporate Investment Account	A1	AA	Daily	8,604,279	1.85%	1.60
Workcover	At Call Deposit	A1	AA	Daily	-	0.00%	1.60
Bankwest	At Call Deposit	A1	AA	Daily	1,560	0.00%	1.75
Commonwealth Bank of Australia	Business On-line Saver	A1	AA	Daily	8,000,000	1.72%	1.20
Total Cash At Call					16,605,839	3.57%	
TERM DEPOSITS, FLOATING RATE NOTES & BONDS:							
Australia New Zealand Banking Group	Term Deposit	A1	AA	30-Oct-2018	5,000,000	1.08%	4.87
Commonwealth Bank of Australia	Term Deposit	A1	AA	06-Nov-2018	5,000,000	1.08%	2.50
Westpac Banking Corporation	Term Deposit	A1	AA	13-Nov-2018	5,000,000	1.08%	2.52
Bendigo and Adelaide Bank	Floating Rate Note	A2	BBB	14-Nov-2018	3,000,000	0.65%	BBSW + 1.27%
Westpac Banking Corporation	Term Deposit	A1	AA	20-Nov-2018	5,000,000	1.08%	2.55
Bank of Queensland	Term Deposit	A2	BBB	22-Nov-2018	5,000,000	1.08%	2.90
Westpac Banking Corporation	Term Deposit	A1	AA	05-Dec-2018	10,000,000	2.15%	2.58
National Australia Bank	Term Deposit	A1	AA	03-Jan-2019	10,000,000	2.15%	2.52
Australia New Zealand Banking Group	Term Deposit	A1	AA	29-Jan-2019	10,000,000	2.15%	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	1.08%	BBSW + 0.94%
Australia New Zealand Banking Group	Term Deposit	A1	AA	06-Mar-2019	10,000,000	2.15%	2.75
Australia New Zealand Banking Group	Term Deposit	A1	AA	20-Mar-2019	10,000,000	2.15%	2.40
National Australia Bank	Term Deposit	A1	AA	03-Apr-2019	10,000,000	2.15%	3.10
Australia New Zealand Banking Group	Term Deposit	A1	AA	17-Apr-2019	10,000,000	2.15%	2.69
Workcover	Term Deposit	A1	AA	18-Apr-2019	8,453,000	1.82%	2.72
Australia New Zealand Banking Group	Term Deposit	A1	AA	02-May-2019	10,000,000	2.15%	2.70
Australia New Zealand Banking Group	Term Deposit	A1	AA	15-May-2019	10,000,000	2.15%	2.70
Bank of Queensland	Term Deposit	A2	BBB	27-May-2019	10,000,000	2.15%	2.75
AMP Limited	Term Deposit	A1	A	04-Jun-2019	5,000,000	1.08%	2.85
Defence Bank	Term Deposit	A2	BBB	04-Jun-2019	5,000,000	1.08%	2.86
AMP Limited	Floating Rate Note	A1	A	11-Jun-2019	5,000,000	1.08%	BBSW + 1.10%
AMP Limited	Term Deposit	A1	A	18-Jun-2019	5,000,000	1.08%	2.90
ING	Term Deposit	A2	A	18-Jun-2019	5,000,000	1.08%	2.70
Bank of Queensland	Term Deposit	A2	BBB	24-Jun-2019	5,000,000	1.08%	2.75
National Australia Bank	Term Deposit	A1	AA	28-Jun-2019	10,000,000	2.15%	2.80
Bankwest	Term Deposit	A1	AA	03-Jul-2019	10,000,000	2.15%	2.80
Credit Union Australia	Term Deposit	A2	BBB	03-Jul-2019	10,000,000	2.15%	2.82
Rural Bank	Term Deposit	A2	BBB	09-Jul-2019	10,000,000	2.15%	2.85
Bankwest	Term Deposit	A1	AA	17-Jul-2019	10,000,000	2.15%	2.78
Australia New Zealand Banking Group	Floating Rate Note	A1	AA	25-Jul-2019	2,750,000	0.59%	BBSW + 0.82%
Rural Bank	Term Deposit	A2	BBB	06-Aug-2019	10,000,000	2.15%	2.85
National Australia Bank	Term Deposit	A1	AA	19-Aug-2019	10,000,000	2.15%	2.80
MyState Bank	Term Deposit	A2	BBB	03-Sep-2019	5,000,000	1.08%	2.85
National Australia Bank	Term Deposit	A1	AA	03-Sep-2019	5,000,000	1.08%	2.80
National Australia Bank	Term Deposit	A1	AA	17-Sep-2019	10,000,000	2.15%	2.64
Westpac Banking Corporation	Term Deposit	A1	AA	24-Sep-2019	4,000,000	0.86%	3.20
Bankwest	Term Deposit	A1	AA	02-Oct-2019	10,000,000	2.15%	2.66
Australia New Zealand Banking Group	Term Deposit	A1	AA	15-Oct-2019	10,000,000	2.15%	2.77
Bankwest	Term Deposit	A1	AA	16-Oct-2019	10,000,000	2.15%	2.68
Bankwest	Term Deposit	A1	AA	30-Oct-2019	10,000,000	2.15%	2.69
Australia New Zealand Banking Group	Term Deposit	A1	AA	12-Nov-2019	10,000,000	2.15%	2.78
Westpac Banking Corporation	Term Deposit	A1	AA	25-Nov-2019	10,000,000	2.15%	2.73
ING	Term Deposit	A2	A	13-Dec-2019	5,000,000	1.08%	2.83
National Australia Bank	Term Deposit	A1	AA	16-Dec-2019	10,000,000	2.15%	2.70

Central Coast Council Summary of Investments as at 31-October-2018							
Financial Institution	Type of Investment	Short Term Rating	Long Term Rating	Maturity Date	Portfolio Balance as at 31 October 2018 \$	As a % of the total Portfolio	Interest Rate %
Bankwest	Term Deposit	A1	AA	20-Jan-2020	10,000,000	2.15%	2.60
ING	Term Deposit	A2	A	26-Feb-2020	5,000,000	1.08%	2.75
Westpac Banking Corporation	Term Deposit	A1	AA	17-Mar-2020	10,000,000	2.15%	3.10
Members Equity Bank	Floating Rate Note	A2	BBB	05-Apr-2020	10,000,000	2.15%	3.05
Bendigo and Adelaide Bank	Floating Rate Note	A2	BBB	18-Aug-2020	4,000,000	0.86%	BBSW +1.10%
Rabo Bank	Term Deposit	A1	AA	07-Sep-2020	5,000,000	1.08%	3.50
Suncorp-Metway Limited	Floating Rate Note	A1	A	20-Oct-2020	4,500,000	0.97%	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	1.08%	2.80
Westpac Banking Corporation	Term Deposit	A1	AA	10-Dec-2020	10,000,000	2.15%	2.90
Westpac Banking Corporation	Term Deposit	A1	AA	21-Jun-2021	10,000,000	2.15%	3.06
Rabo Bank	Term Deposit	A1	AA	05-Jul-2021	10,000,000	2.15%	2.92
Newcastle Permanent Building Society	Floating Rate Note	A2	BBB	24-Jan-2022	10,000,000	2.15%	BBSW + 1.65%
Rabo Bank	Term Deposit	A1	AA	12-Dec-2022	10,000,000	2.15%	3.18
Total Term Deposit & Bonds:					448,203,000	96.43%	
TOTAL PORTFOLIO					464,808,839	100.00%	
Current					325,808,839	70.10%	
Non-Current					139,000,000	29.90%	
TOTAL PORTFOLIO					464,808,839	100.00%	

Item No: 4.6
Title: Fire Safety Report - 89-91 Scenic Drive, Budgewoi
Department: Environment and Planning



26 November 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-05 - D13383218
Author: Scott Rathgen, Section Manager, Central Coast Building Certification I
Manager: Jamie Loader, Unit Manager, Development Assessment
Executive: Scott Cox, Director, Environment and Planning

Report Purpose

The purpose of this report is to provide a recommendation to Council on whether it should exercise its power to give an order under the provisions of Section 9.34 of the Environmental Planning and Assessment Act 1979, (EP&A Act) in relation to a fire safety inspection report received from Fire and Rescue NSW

Recommendation

- 1 That Council note the result of the site inspection carried out on 25 September 2018;**
- 2 That Council resolve to not exercise its power to issue an order 1 under Part 2 of Schedule 5 of the Environmental Planning and Assessment Act 1979 with respect to the matters raised within the fire safety inspection report received from Fire and Rescue NSW; and**
- 3 That Council give notice of its determination to the Commissioner of Fire and Rescue NSW.**

Background

Council has received a Fire Safety Inspection Report from Fire and Rescue NSW with respect to the premises known as Lot 2 DP 1204445, 89-91 Scenic Drive Budgewoi which was noted as having been received by Council at its meeting of 8th October 2018.

Fire and Rescue NSW inspection reports received by Council are required to be tabled before the Council.

Council is then required to determine whether or not to exercise its power to issue an order 1 under Part 2 of the table of Schedule 5 of the EP&A Act 1979.

Concerns Raised by Fire and Rescue NSW

The concerns raised within the fire safety inspection report received from Fire and Rescue NSW are limited to the following issues;

- Steel gates have been erected to the main access points to the site from Scenic Drive and Republic Lane. These gates are locked at night in order to secure the site and therefore the occupants within the rear caretakers unit cannot exit the site in the event of fire or other emergency in accordance with the requirements of Clause D1.10 of the Building Code; and
- An Annual Fire Safety Statement for the premises was not displayed in a prominent location within the building in accordance with the requirements of Clause 177 of the Environmental Planning and Assessment Regulation, 2000.

Result of Site Inspection

The subject site was inspected by Council's Principal Building Surveyor on 25 September 2018 to specifically review the issues raised by Fire and Rescue NSW within their inspection report.

This inspection, carried out during normal business hours, revealed that the gates to the front and rear access points to the site that form the subject of Fire and Rescue NSW concerns, were fixed in the open position, however are provided with locking devices that would enable them to be locked via a key.

Upon discussions with the site owner, given the sites long history of vandalism and recent redevelopment, it was decided to erect the gates in order to restrict access to the site after hours noting that no right of footway or other required pedestrian access exists on the allotment title. In the circumstances, this is not considered unreasonable. Further, the recent redevelopment of the site included the provision of a single caretakers unit, with the occupants of this unit having key access to the gates locking mechanisms.

Therefore, whilst the subject gates in addition to the other site perimeter fencing restricts egress, strict compliance with Clause D1.10 is not considered warranted given the extensive open space areas available upon the allotment which would facilitate the safe harbouring of occupants of the caretakers unit, should access to the adjoining road network be restricted. Additionally, it is noted that the Budgewoi Fire Station is located only approximately 120 metres from the site in terms of Fire and Rescue NSW intervention.

Lastly, the issue of the premises Annual Fire Safety Statement not being displayed was raised with the property owner, who agreed to facilitate its display.

Conclusion

The subject site was inspected by Council's Principal Building Surveyor on 25 September 2018. This inspection revealed that the issues raised by Fire and Rescue NSW within their report are of a minor nature only, with adequate provision for fire safety being evident on the site.

Link to Community Strategic Plan

Theme 4: Responsible

Goal G: Good governance and great partnerships

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

Attachments

- 1 Letter from Fire & Rescue D13383216



File Ref. No: BFS18/1537 (3606)
TRIM Ref. No: D18/51429
Contact: Station Officer Paul Scott

20 August 2018

General Manager
Central Coast Council
P.O. Box 20
Wyong NSW 2259

Email: ask@centralcoast.nsw.gov.au

Attention: Manager Compliance/Fire Safety

Dear General Manager

**Re: INSPECTION REPORT
'BUDGEWOI SHOPPING CENTRE'
91 SCENIC DRIVE BUDGEWOI ("the premises")**

Fire & Rescue NSW (FRNSW) received correspondence on 23 May 2018, in relation to the adequacy of the provision for fire safety in connection with 'the premises'.

The correspondence stated that:

A large metal gate approximately 3m in height and 3 to 4m wide has been installed to serve as a barrier across an arcade/laneway which accesses other shops, a rear carpark, accommodation units above shops which are residential. At night, this gate is closed and locked and cannot be opened without a key.

The other end of the egress has a fence and another gate which is closed and locked. People living in the units above will not be able to evacuate without a key.

Pursuant to the provisions of Section 9.32 (1) of the *Environmental Planning and Assessment Act 1979* (EP&A Act), an inspection of 'the premises' on 12 June 2018 was conducted by Authorised Fire Officers from the Fire Safety Compliance Unit of FRNSW.

FIRE AND RESCUE NSW

ABN 12 593 473 110

www.fire.nsw.gov.au

Community Safety Directorate
Fire Safety Compliance Unit

1 Amarina Ave.
Greenacre NSW 2190

T (02) 9742 7434
F (02) 9742 7483

firesafety@fire.nsw.gov.au

Unclassified

Page 1 of 3



The inspection was limited to the following:

- A visual inspection of the essential Fire Safety Measures as identified in this report only.
- A conceptual overview of the building, where an inspection had been conducted without copies of the development consent or copies of the approved floor plans.

On behalf of the Commissioner of FRNSW, the following comments are provided for your information in accordance with Section 9.32 (4) and Schedule 5, Part 8, Section 17(1) of the EP&A Act. Please be advised that Schedule 5, Part 8, Section 17(2) requires any report or recommendation from the Commissioner of FRNSW to be tabled at a Council meeting.

COMMENTS

The following items were identified as concerns during the inspection:

1. Essential Fire Safety Measures

- 1A. Certification – An Annual Fire Safety Statement was not displayed in a prominent position at the premises contrary to the requirements of Clause 177 of the Environmental Planning and Assessment Regulation 2000 (EP&A Reg).

2. Access and Egress

- 2A. Two steel security gates providing access to Scenic Drive and Republic Lane are capable of being locked preventing persons from accessing the roadway contrary to the requirements of Clause D1.10 of the National Construction Code 2016 Volume One, Building Code of Australia (NCC). As an aside, it appears at first glance, the gate (the subject of the fire safety concern) may affect the occupants ability to egress at No. 83 Scenic Drive.

FRNSW is therefore of the opinion that there are inadequate provisions for fire safety within the building.

RECOMMENDATIONS

FRNSW recommends that Council:

- a. Inspect and address any other deficiencies identified on 'the premises' and require item no. 1 and item no. 2 of this report be addressed appropriately.

FIRE AND RESCUE NSW

ABN 12 593 473 110

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Unclassified

Page 2 of 3



This matter is referred to Council as the appropriate regulatory authority. FRNSW therefore awaits Council's advice regarding its determination in accordance with Schedule 5, Part 8, Section 17 (4) of the EP&A Act.

Should you have any enquiries regarding any of the above matters, please do not hesitate to contact Station Officer Paul Scott of FRNSW's Fire Safety Compliance Unit on (02) 9742 7434. Please ensure that you refer to file reference BFS18/1537 (3606) for any future correspondence in relation to this matter.

Yours faithfully

677 [REDACTED]
Paul Scott
Acting Team Leader
Fire Safety Compliance

FIRE AND RESCUE NSW

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Unclassified

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Item No: 5.1
Title: QON - Q25/18 - Parking Audit
Department: Connected Communities

26 November 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-05 - D13379444

Executive: Julie Vaughan, Director, Connected Communities

5.1 QON - Q25/18 - Parking Audit

The following question was asked by Councillor Louise Greenaway at the Ordinary Meeting on 26 March 2018:

Condition 66 of DA 1066/2013D dated 20 April 2016 provides that "at the conclusion of 12 months operation, the submission of a parking audit to address the functionality of available car parking to the satisfaction of Council and consider solutions if required to address problems that may arise from the Audit". Has this report been prepared and if so, could it please be provided?

A Parking Study of The Art House has been prepared for Council. This study concluded that the existing parking areas surrounding The Art House provide an adequate amount of public spaces to support the operation of the venue. Furthermore, the study notes that there is significantly more parking than required by Council's Development Control Plan (2013) for the land use type 'entertainment facility and/or cinema'.

A copy of the Art House Parking Study is attached.

Attachments

- 1** The Art House Parking Study D13383247

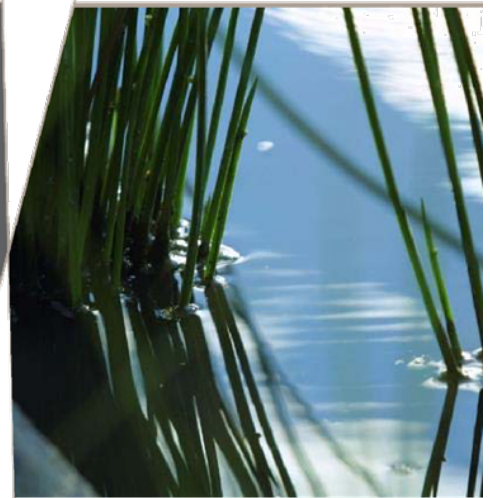
Wyong Art House

Parking Study

80519013

Prepared for
Central Coast Council

17 September 2018





Contact Information

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Approved By: Scott Brisbin
Civil Design Manager

Document Information

Prepared for	Central Coast Council
Project Name	Parking Study
File Reference	20180912 Wyong Art House Parking Study V1.docx
Job Reference	80519013
Date	17 September 2018

Version Number	v1
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Effective Date:	17/09/2018
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Date Approved:	17/09/2018
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Document History

Version	Date	Description of Revision	Prepared	Reviewed
1	17/09/2018	Initial Report	JK	SGB

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Appendix A – Parking Survey Results

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1 Introduction

1.1 Background

Cardno has been engaged by Central Coast Council to undertake a parking study for the Wyong Art House at 19-21 Margaret Street, Wyong. The Art House opened in April 2016 and has a box office open from 10am to 5.30pm on Monday to Friday and is closed on weekends. Different events are held at varying times throughout the day with the latest start time typically at 8pm. The facility consists of a theatre with 500 seats, a studio with 130 seats, a large foyer exhibition space with a café and meeting facilities.

1.2 Purpose

The purpose of this report is to outline the methodology used to assess the functionality of available car parking surrounding the location of The Art House, to determine if the parking available to the area is adequate and provide recommendations based on the findings.

The study was conducted to fulfil a DA condition that specified an audit was required after The Art House had been under operation for 12 months.

2 Existing Conditions

2.1 Site Location

The subject site is located at 19-21 Margaret Street, Wyong, within the Central Coast Council (formerly Wyong Shire Council) Local Government Area (LGA).

Key nearby land uses include residential, retail and commercial.

The scope of the parking study was discussed with Council's project manager for the study. It was agreed that the locations to be audited were those defined in Figure 2.2 of the 2013 AECOM Wyong Community Facility Transport Impact Assessment Revised report, dated 16 December 2013. Three different parking counts were agreed to be undertaken during the following times:

- Inside of business hours (9am-5pm) with no event on
- Inside of business hours with an event on
- Outside of business hours with an event on.

The parking was conducted during the 'Central Coast Small Schools: The Amazing Race' event which was held on Thursday the 8th of September inside of business hours at 2pm and once more but outside of business hours at 8pm.

An aerial photograph of the site location and surrounding parking areas is shown below in Figure 2-1.



Figure 2-1 Site Location

Source: Nearmap 2018

2.2 Existing Parking Areas

Refer to Figure 2-1 for the location of the assessed parking areas. Each parking area is described below.

For parallel kerbside parking, nearby 'car lengths' (approximately 6m) were used to constitute a parking space in the determination of the number of spaces available.

2.2.1 Central Coast Council North Carpark

This carpark has access off Margaret St and is situated south of Club Wyong RSL. It contains 12 public parking spaces. An additional two spaces are reserved as 15 minute loading zones and two additional spaces are reserved as depot spaces. A photograph of the carpark is shown below in Figure 2-2.



Figure 2-2 Central Coast Council North Carpark from Margaret St

2.2.2 Central Coast Council South Carpark

This carpark has access off Margaret St and is situated north of the entry to the Wyong Plaza Multi Storey Carpark. It contains 24 spaces, none of which are accessible to the public between 8am and 5pm on weekdays. A sign displayed indicates that parking is only available to council vehicles during these hours. A photograph of the carpark is shown below in Figure 2-3.



Figure 2-3 Central Coast Council South Carpark from Margaret St

2.2.3 Central Coast Council Hope St Carpark

The access to this carpark is off Hope St. It is situated west of Frank Balance Memorial Park and has a gravel surface with no line marking. The amount of parking spaces it contains varies depending on how closely adjacent cars are parked together. It was estimated to contain 48 spaces. A photograph of the carpark is shown below in Figure 2-4.



Figure 2-4 Central Coast Council Hope St Carpark (from Hope St)

2.2.4 Art House Parking

This parking area is on the eastern side of the Art House at the southern end of Pauline Lane. The parking area contains 21 spaces all of which are reserved for the Art House. A photograph of the parking is shown below in Figure 2-5.



Figure 2-5 Wyong Art House Parking (from Pauline Lane)

2.2.5 Pauline Lane Parking

This parking area extends along Pauline Lane from North Road to the Art House. The parking area contains 31 public spaces. A photograph of the parking is shown below in Figure 2-6.



Figure 2-6 Pauline Lane Parking (facing north away from The Art House)

2.2.6 Margaret St North Parking

This parking area is street parking on Margaret Street between North Road and Anzac Avenue. The Art House is located on this section of street to the south. This parking area contains approximately 40 public spaces with the amount varying based on how efficiently cars park along the kerb. The section of this road closest to the Art House is predominantly a No Parking Zone but also contains three 5 minute parking spaces as well as a bus zone. A photograph of the parking is shown below in Figure 2-7.



Figure 2-7 Margaret St North Parking (from the western side of Art House)

2.2.7 Margaret St South Parking

This parking area is street parking on Margaret Street between Anzac Avenue and Alison Road. The area of this road south of and surrounding Plaza Lane predominately consists of No Parking Zones, short term 5 minute parking as well as a Bus Zone next to the Plaza. This area also provides access to the western side of Wyong Shopping Plaza. There are approximately 24 public spaces with the amount varying based on how efficiently cars park along the kerb. A photograph of the parking is shown below in Figure 2-8.



Figure 2-8 Margaret St South facing South from the Art House roundabout

2.2.8 Anzac Avenue West

This parking area is street parking on Anzac Avenue between Hope St and Margaret St. Wyong Bowling RSL Club is found on the northern side of this section and has its own gravel carpark. There are 28 public parking spaces along the kerb. A photograph of the parking is shown below in Figure 2-9.



Figure 2-9 Anzac Avenue West Parking facing north east towards The Art House

2.2.9 Anzac Avenue East

This area is street parking on Anzac Avenue between Margaret St and Hely St. The Art House and Wyong Court House are on the northern side of the street and Club Wyong RSL is on the southern side of the street. A total of 15 parking spaces are available on this section of road as it is either marked as short term parking or a No Parking Zone. A photograph of the carpark is shown below in Figure 2-10.



Figure 2-10 Anzac Avenue East facing east away from The Art House

2.2.10 Wyong Plaza Multi Storey Carpark Complex

The Wyong Plaza Multi Storey Carpark Complex is bounded by Plaza Lane to the north, Hely St to the east, Alison Road to the south and Margaret Street to the West. The complex is approximately 150 metres south of The Art House. Due to multiple parking areas and types, the multi storey carpark complex was divided into 4 sections. These 4 sections are shown below in Figure 2-11.

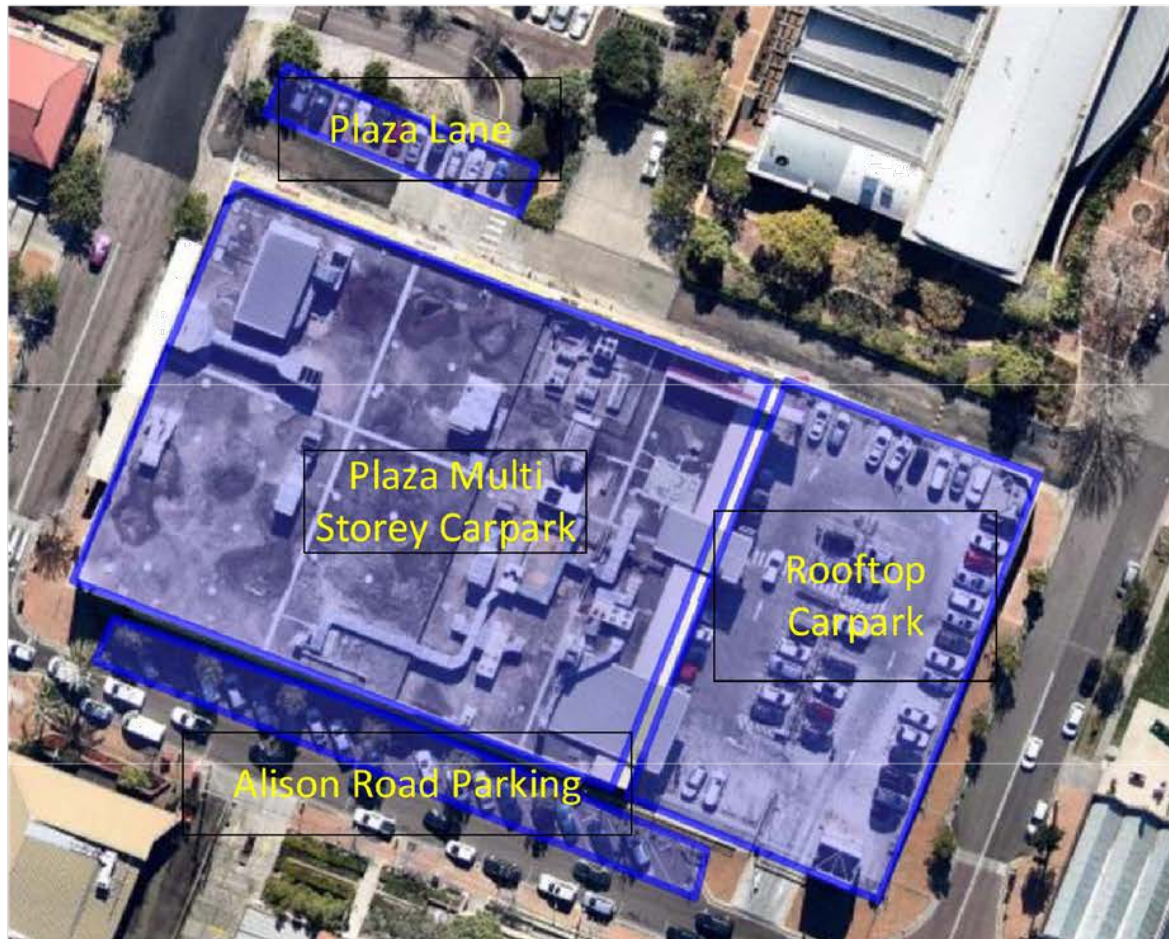


Figure 2-11 Wyong Plaza Multi Storey Carpark Complex

2.2.10.2 Rooftop Carpark

This carpark is situated on the roof top of the eastern side of the Multi Storey Carpark complex. The carpark fronts a variety of shops with an entry to the shopping centre to the west and also has a 1 hour parking limit. There are 56 public parking spaces with some additional spaces reserved for the Doctor's Practice which were not included in the audit.

2.2.10.3 Plaza Lane Parking

Situated on the western end of Plaza End and to the north of the multi storey carpark, the Plaza Lane parking consists of 10 public spaces and 2 restricted parking spaces.

2.2.10.4 Alison Road Parking

This area is south of the multi storey carpark on Alison Road between Margaret Street and Hely Street. There are 20 public parking spaces all marked as short term 1 hour parking.

**2.2.10.5 Wyong Plaza Multi Storey Carpark**

This carpark is three stories high and situated under Wyong Plaza. The top level displayed a 'Staff Parking Only' sign but it remained unclear whether or not this was enforced. This carpark has 259 public spaces with 61 of these located on the top level as possible 'Staff Parking Only' spaces.

3 Car Parking Assessment

3.1 Parking Survey

A parking survey of the aforementioned parking areas was completed by one member of Cardno staff on Thursday 8th September 2018 at 2.20pm and 6.50pm and Friday 9th September at 9.30am.

3.1.1 Methodology

The parking survey was performed by counting the parking spaces that were vacant and parking spaces that were occupied. The utilisation was assessed by counting the number of cars present at each location at each time relative to the event showing and comparing this number to the total amount of spaces available.

3.1.2 Results

Table 3-1 presents a summary of the results of the parking survey. Refer to Appendix A for complete parking audit results and comments at each audit time.

Table 3-1 Parking Audit Results Summary of Each Audit Time

Parking Area	Public Spaces Available	Occupied Spaces		
		Event in Business Hours	Event after Business Hours	No Event in Business Hours
CCC CP North	12	10	9	9
CCC CP South (Note 1)	24	21	3	24
CCC CP Hope St	48	48	15	45
Art House Parking	21	21	16	18
Pauline Lane	31	30	16	24
Margaret St North	40	34	37	29
Margaret St South	24	23	21	22
Anzac Avenue West	28	28	28	28
Anzac Avenue East (Note 2)	15	12	11	6
Multi Storey Rooftop Carpark	56	43	4	49
Multi Storey Alison Lane	20	11	6	17
Multi Storey Plaza Lane	10	8	11	12
Plaza Multi Storey Carpark (Note	259	169	12	187
Total	576	448	180	461

Please note the following:

1. The total number of parking spaces in the Central Coast Council Carpark South is 24 but only accessible to the public after business hours.
2. The total number of parking spaces on Anzac Avenue East is 15 but only accessible to the public after business hours due to short term parking allocations.
3. The total number of parking spaces in the Wyong Plaza Multi Storey Carpark is 259, 61 of which may be deemed as not available due to unclear 'Staff Parking Only' signage.

During the audit it was observed that the gravel carpark of the Wyong Bowling RSL Club found immediately to the north of the Anzac Avenue West parking area had been utilised by patrons attending the event. This is supported below by Figure 3-1, a photo taken at outside of business hours shows the carpark being over capacity with cars parked on grass areas.



Figure 3-1 Wyong RSL Club Parking out of business hours during an event

Returning the next day in business hours but when there was no event on at The Art House, it was found that the carpark was almost empty. This is shown below in Figure 3-2.



Figure 3-2 Wyong RSL Club Parking inside of business hours with no event on at the Art House.

Due to the close proximity of this carpark to The Art House, it is suggested that patrons are ignoring current signage and are using the RSL Club parking area rather than utilise the other parking areas surveyed in the audit.

3.2 Car Parking Requirements

Chapter 2.11 of Council's Development Control Plan (2013) outlines car parking requirements for various land uses. The land use type was selected as 'entertainment facility and/or cinema.'

Table 3-2 outlines the car parking rates applicable for The Art House and **Table 3-3** outlines the relative car parking requirements.

Table 3-2 Car Parking Rates Applicable for the Proposed Land Uses

Land Use	Parking Rate (as per Council's DCP)	Comments
Entertainment Facility and/or Cinema	1 space per 10 seats	The number of seats was obtained from The Wyong Art House's 'about us' section on its website.

Table 3-3 Car Parking Requirements for the Proposed Land Uses

Land Use	Quantum	Parking Rate	Total Car Spaces
Entertainment Facility and/or Cinema	Seats	500	1 car space/10 seats
	Total spaces required		50

The minimum number of available standard parking spaces observed in the survey in the most immediate parking areas (The Art House Parking and Pauline Lane) was 52. This number of available spaces exceeds the 50 space requirement specified above in **Table 3-3**. Furthermore, from the parking survey results for the remaining parking areas found in Appendix A and summarised in **Table 3-1** above, it can be seen that the combination of available spaces from these carparks will be more than sufficient to provide the required amount of spaces for The Art House.

It was found that the most immediate parking area, Pauline Lane, was underutilised with only 16 out of 31 spaces being occupied when an event occurred outside of business hours. The northern end of the Pauline Lane parking was found to be predominantly vacant, possibly due to the lack of lighting.

4 Conclusion and Recommendations

A parking study has been undertaken by Cardno in order to assess the ability of surrounding parking areas to accommodate the operation of The Wyong Art House at 19-21 Margaret Street, Wyong. In order to achieve this, a parking survey of nominated locations was performed by Cardno staff on Thursday 8th September 2018 at 2.20pm and 6.50pm and Friday 9th September at 9.30am to assess existing parking utilisation.

Results of the survey were compared to the parking requirements stipulated in Council's DCP and it was found that the amount of available parking available for The Art House is significantly more than that required by the DCP.

It is considered that the existing parking areas surrounding The Wyong Art House provide an adequate amount of public spaces to support the operation of the venue without requiring the provision of additional parking areas.

To prevent the use of the Wyong RSL Club parking by Art House patrons, it is recommended that clear signage is installed. This should cause no issue as it was found that other parking spaces were found to be underutilised outside of business hours such as Pauline Lane where only 16 out of 31 spaces were occupied when an event was on.

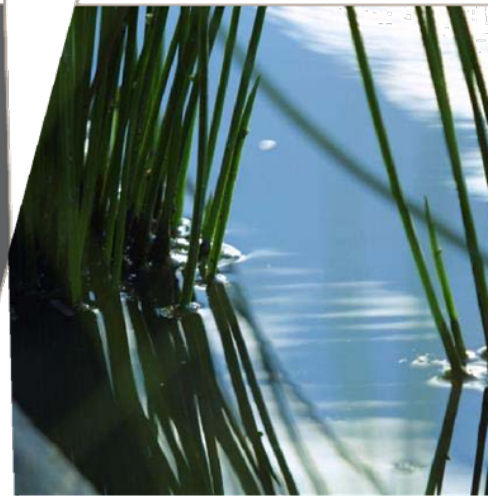
The northern end of the Pauline Lane parking was found to be predominantly vacant possibly due to the lack of lighting. This lack of lighting may discourage patron utilisation particularly due to the time (outside of business hours). It is recommended, to further encourage patrons to utilise the correct parking areas to install additional lighting in this area of Pauline Lane.

Parking Study

APPENDIX

A

PARKING SURVEY RESULTS





6/09/2018		Show within Business Hours			2.20pm
ID	Start/ Fin	Description	Spaces	Occupied	Comments - short term, reserved parking etc
1	2.35 - 2.36	CCC CP North	12	10	3 disabled spaces (occupied, 1 vacant) included, 1 car share (vacant) included, 2 loading zones (vacant) and not included, 2 depot spaces (occupied) and not included.
2	2.37 - 2.38	CCC CP South	24	21	"Council vehicles Only 8am-5pm"
3	2.20 - 2.22	CCC CP Hope St	48	48	
4	3.19 - 3.20	Art House Parking	21	21	
5	3.18 - 3.19	Pauline Lane	31	30	
6	3.15 - 3.17	Margaret St North	40	34	3 x 5minute parking spaces additional, vacant
7	2.32 - 2.34	Margaret St South	24	23	7 short term spaces (5 occupied), 4 no parking zones (ambiguous and not clear, were vacant). Vacant space may be a stopping area
8	2.26 - 2.27	Anzac Avenue West	28	28	2 marked spaces are no stopping zones. At either side of the western end. Both were vacant.
9	2.27 - 2.28	Anzac Avenue East	12	12	NO LONG TERM PARKING. All short term parking used
10	2.38 - 3.07	Plaza Multi Storey 1.	56	43	1 hour parking, most are 'small car' spaces. Doctors reserve parking not counted.
11	2.38 - 3.07	Plaza Multi Storey 2.	20	11	
12	2.38 - 3.07	Plaza Multi Storey 3.	8	8	2 occupied spaces on marked striped yellow bay and 2 vacant spaces with illegible writing (not counted)
13	2.38 - 3.07	Plaza Multi Storey 4.	259	169	



6/09/2018		Show outside of Business Hours			6.50pm
ID	Start/ Fin	Description	Spaces	Occupied	Comments - short term, reserved parking etc
1	7.17 - 7.18	CCC CP North	12	9	2 disabled spaces vacant, 1 loading zone vacant, 1 space vacant, (car share, 2 x depot and 1 x loading occupied)
2	7.19 - 7.20	CCC CP South	24	3	out of council hours
3	6.55 - 6.56	CCC CP Hope St	48	15	
4	7.08 - 7.09	Art House Parking	21	16	
5	7.07 - 7.08	Pauline Lane	31	16	No lighting at northern end where most vacancies were
6	7.11 - 7.13	Margaret St North	43	37	
7	7.00 - 7.05	Margaret St South	24	21	3 cars in short term parking with spaces still available. Club Wyong RSL carpark almost full
8	6.58 - 7.00	Anzac Avenue West	28	28	Wyong RSL Bowling Club carpark full. Cars also parked on grass.
9	7.08 - 7.10	Anzac Avenue East	15	11	5 min parking not occupied. All parking in this section is short term.
10	7.25 - 7.35	Plaza Multi Storey 1.	56	4	1 hour parking, most are 'small car' spaces. Doctors reserve parking not counted.
11	7.25 - 7.35	Plaza Multi Storey 2.	20	6	
12	7.25 - 7.35	Plaza Multi Storey 3.	8	11	3 cars parked in loading zone. (only 1 vacant space, inclusive of marked areas)
13	7.25 - 7.35	Plaza Multi Storey 4.	0	12	



7/09/2018		No Show within Business Hours			9.30am
ID	Start/ Fin	Description	Spaces	Occupied	Comments - short term, reserved parking etc
1	10.04 - 10.05	CCC CP North	12	9	3 vacant spaces (included), 2 occupied depot spaces (excluded), 2 vacant loading zones (excluded), 1 occupied car share (included)
2	10.06 - 10.08	CCC CP South	24	24	
3	9.40 - 9.41	CCC CP Hope St	45	45	
4	9.54 - 9.55	Art House Parking	21	18	
5	9.52 - 9.54	Pauline Lane	31	24	
6	10.01 - 10.03	Margaret St North	39	29	3 x 5minute parking spaces additional, vacant
7	9.46 - 9.50	Margaret St South	24	22	4/5 short term at top utilised
8	9.43 - 9.45	Anzac Avenue West	28	28	Wyong RSL bowling Club Carpark - low occupancy (approximately 10%)
9	9.56 - 9.58	Anzac Avenue East	13	6	NO LONG TERM PARKING. All short term parking used
10	10.16 - 10.19	Plaza Multi Storey 1.	56	49	6 Wyong dental spaces are reserved and therefore were not included. All occupied.
11	10.13 - 10.14	Plaza Multi Storey 2.	20	17	
12	10.10 - 10.11	Plaza Multi Storey 3.	12	12	All occupied including 2 x yellow striped spaces and 2 x spaces with illegible writing
13	10.22 - 10.31	Plaza Multi Storey 4.	0	187	

About Cardno

Cardno is a professional infrastructure and environmental services company, with expertise in the development and improvement of physical and social infrastructure for communities around the world. Cardno's team includes leading professionals who plan, design, manage and deliver sustainable projects and community programs. Cardno is an international company listed on the Australian Securities Exchange [ASX:CDD].

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Item No: 5.2
Title: QON - Q38/18 - Caravans and Manufactured Home Estates
Department: Environment and Planning

26 November 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-05 - D13363545
Author: Brian Jones, Section Manager
Manager: Jamie Loader, Unit Manager, Development Assessment
Executive: Scott Cox, Director, Environment and Planning

5.2 QON - Q38/18 - Caravans and Manufactured Home Estates

The following question was asked by Councillor Mehrtens at the Ordinary Meeting on 23 April 2018:

How many households live in caravan or manufactured home estates on the NSW Central Coast now compared to 2011 and 2006?

- a) Number of residents in Council owned parks***
- b) Number of residents in non-Council owned parks***
- c) Number of residents in all parks combined.***

Residents in Caravans and Manufactured Home Estates

Within the 5 Council owned caravan parks in the local government area, residents occupy long term sites. There are 168 long term sites, most of which are occupied by a single person.

It is estimated, there are approximately 200 residents occupying Council owned, long term sites.

The Central Coast ABS Census 2006, 2011 and 2016 data provides an indication of number of residents occupying a caravan, a cabin or a house boat.

	2006	2011	2016
Caravan, Cabin, Houseboat	1,583	1,392	1,286

Source: ABS 2016, 2011 & 2006.

The data includes residents in Council owned caravan parks.

There appears to be a decrease in the population resident in caravan parks on the Central Coast over the 2006-2016 across the census period. A possible cause is the conversion of caravan park long term sites to sites occupied with the typical manufactured home.

Significant allocation of resources for primary research would be required to obtain a more accurate number of residents living in Council and/or non-Council owned caravan parks and manufactured home estates within the local government area.

Attachments

Nil.



Item No: 5.3
Title: QON - Q39/18 - Council Caravan and Park Sites - Protecting Affordability
Department: Environment and Planning

26 November 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-05 - D13363597
Author: Brian Jones, Section Manager
Manager: Jamie Loader, Unit Manager, Development Assessment
Executive: Scott Cox, Director, Environment and Planning

5.3 QON - Q39/18 - Council Caravan and Park Sites - Protecting Affordability

The following question was asked by Councillor Mehrtens at the Ordinary Meeting on 23 April 2018 :

What actions has Council taken to ensure and protect the affordable housing provided by its own caravan and park sites as well as the privately owned sites in the region?

Central Coast Council operates five holiday parks at Budgewoi, Canton Beach, Norah Head & Toowoona Bay. The holiday parks are located on a Crown Reserve administered by the Department of Industry - Lands. Council is the operator of these parks; however the operations are governed by legislation relating to Crown Lands. The legislation does not allow Council to consent to any additional long term sites.

Across all holiday parks there are currently 45 home owners who reside on-site on a permanent basis.

Council has engaged Judith Stubbs & Associates to develop the *Central Coast Affordable and Alternative Housing Strategy*. The strategy is structured around three strategic themes: partnerships, planning mechanisms and strategies to increase supply of affordable housing and prevention and intervention to reduce homelessness.

Councillor briefings were held in July and August, with public exhibition of the Draft Strategy now extended to the end of this year. It is expected that the Draft Strategy will be reported to Council in early 2019.

The Draft Strategy includes recommendations as to how Council can facilitate intervention of affordable housing through its planning controls and to ensure that there are no impediments to the development of such dwellings in local planning instruments or controls; to actively seek to provide opportunities for their development in appropriate locations through appropriate zoning and controls; and to protect low cost housing.

It is also recommended that Council dedicate an appropriate site to the development of an affordable caravan park in partnership with a registered community housing provider and/or not for profit service provider with a combination of manufactured homes/tiny homes for rent, and sites for rent where people can place their own home.

Attachments

Nil.



Item No: 5.4
Title: QON - Q40/18 - Development Applications
Department: Environment and Planning

26 November 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-05 - D13355967

Author: Scott Rathgen, Section Manager, Central Coast Building Certification North

Manager: Jamie Loader, Unit Manager, Development Assessment

Executive: Scott Cox, Director, Environment and Planning

5.4 QON - Q40/18 - Development Applications

The following question was asked by Councillor MacGregor at the Ordinary Meeting on 23 April 2018:

Could staff please provide a succinct report for councillors that outlines the processes, responsibilities and legalities for different developments such as granny flats, including how these are assessed through DA's, Complying Development Certificates and Certifiers?

A Granny flat is the colloquial term for a secondary dwelling. A secondary dwelling is a self-contained dwelling that:

- is established in conjunction with another dwelling (the principal dwelling), and
- is on the same lot of land as the principal dwelling, and
- is located within, or is attached to, or is separate from, the principal dwelling.

A secondary dwelling can be approved through a Complying Development Certificate (CDC) or through a Development Application (DA).

Complying Development Certificate

A secondary dwelling can be approved with a CDC if the development is able to meet the complying development provisions in the State Environmental Planning Policy (Affordable Rental Housing) 2009. (AHSEPP) A CDC can be issued by either a Private Accredited Certifier or a Council Accredited Certifier.

Approval under the AHSEPP limits the floor area of a secondary dwelling to 60 square metres and neighbour notification is not mandated.

Development Consent

In some circumstances a secondary dwelling may not be able to be approved as a CDC. For example where setback provisions are not met or site constraints such as flooding prevent the approval under the AHSEPP. However, a secondary dwelling can be considered with a Development Application.

With a Development Application the Local Environmental Plan provisions relating to the maximum floor area applies as follows;

The total floor area (excluding area for parking) must not exceed whichever of the following is the greater:

1. 60 square metres,
2. 30% of the total floor area of the principal dwelling.

Development Control Plan 2013 Chapter 2.1 Dwelling Houses, Secondary Dwellings and Ancillary development contains the controls for secondary dwellings. Council currently notifies these applications to adjoining land owners.

Attached is an information document published by NSW Planning & Infrastructure for secondary dwellings.

Attachments

- 1** Fact Sheet - Granny Flats D13355976



Supporting secondary dwellings (granny flats)

STATE ENVIRONMENTAL PLANNING POLICY (AFFORDABLE RENTAL HOUSING) 2009

The State Environmental Planning Policy (Affordable Rental Housing) 2009 encourages the development of secondary dwellings, commonly known as granny flats, by:

- Allowing granny flats to be approved as complying development in 10 days;
- Allowing granny flats to be built in all residential zones;
- Setting clear standards for the development of granny flats.

What is the Affordable Rental Housing SEPP?

The State Environmental Planning Policy (Affordable Rental Housing) (AHSEPP) was introduced on 31 July 2009 to increase the supply and diversity of affordable rental and social housing in NSW.

The AHSEPP provides for the development of secondary dwellings (commonly known as granny flats) which can be a positive way to add value and flexibility to your home.

The AHSEPP aims to help mums and dads create a place for those who need a space of their own, like elderly relatives or younger people who have not left home. You may choose to make the secondary dwelling available to a relative or a friend or simply rent it out. There are no rent provisions for secondary dwellings outlined within the AHSEPP.

The NSW Government made amendments to the AHSEPP on 20 May 2011 after in a review of the AHSEPP that was carried out after it had been in effect for a year.

Feedback during the review revealed general community support for a State planning policy to encourage more affordable rental housing, but also highlighted the need for the NSW Government to work more closely with councils and the community on identifying the most appropriate locations for new affordable housing.

No changes were made to the secondary dwellings/granny flats provisions.

Why do we need affordable housing?

Throughout NSW there is a strong need for affordable housing amongst the community. This is reflected in figures which show there were over 47,000 people in NSW on waiting lists for suitable accommodation in February 2010.

It is essential that government at all levels, private industry and the non-government sector work in partnership towards finding innovative ways to provide more affordable housing.

GENERAL INFORMATION ABOUT SECONDARY DWELLINGS

What is a secondary dwelling?

A secondary dwelling, commonly known as a 'granny flat' is a self-contained dwelling:

- Established in conjunction with another dwelling (the principal dwelling), and
- On the same lot of land as the principal dwelling (not being an individual lot in a strata plan or community title scheme), and
- May be located within, or attached to, or separate from, the principal dwelling.



Granny flat
Newbury, Stanhope Gardens
Image Source: Landcom



Where are secondary dwellings permitted?

- Zone R1 General Residential
- Zone R2 Low Density Residential
- Zone R3 Medium Density Residential
- Zone R4 High Density Residential
- Zone R5 Large Lot Residential (via DA only)
- Or equivalent zones for the local council area. A guide to the equivalent zones can be found at: <http://housingcode.planning.nsw.gov.au/LegislativeandPolicyDocuments/NSWCouncilEquivalentZonesUndertheCode.aspx>

What is the assessment process?

Complying development: A secondary dwelling may be approved in 10 days by a council or accredited certifier, if it meets the complying development provisions in the AHSEPP.

A list of accredited certifiers can be found at www.bpb.nsw.gov.au.

See the flow chart at page 6.

Development application: You may lodge a development application with your local council where your proposal is not able to meet complying development provisions in the AHSEPP. In this case, council assesses and determines the proposal in accordance with the AHSEPP and any relevant council policies.

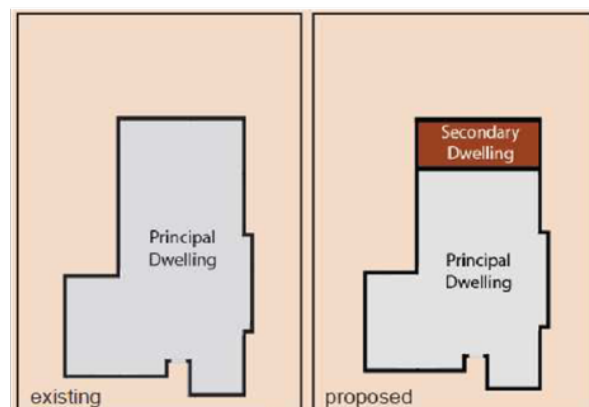


Design options

Any of these options may require the lodgement of a development application with the local council.

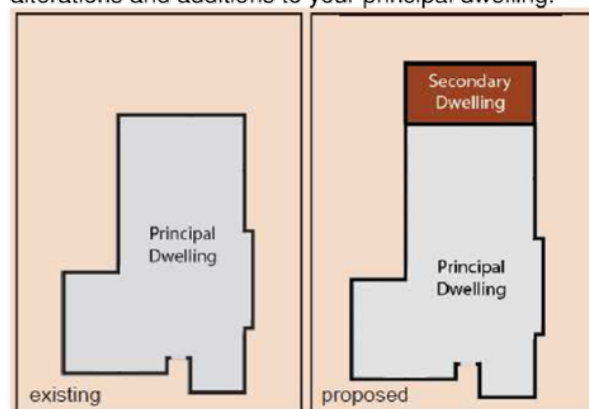
Option: Conversion

The AHSEPP allows you to convert part of the principal dwelling, structure or garage into a secondary dwelling.



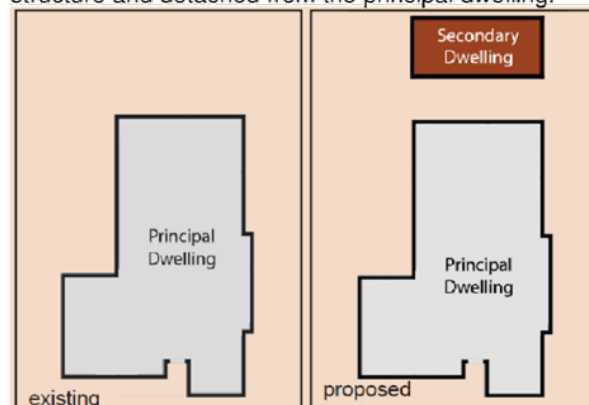
Option: Attached

A secondary dwelling can be built as an extension, alterations and additions to your principal dwelling.



Option: Detached

A secondary dwelling can be built as a separate structure and detached from the principal dwelling.





SECONDARY DWELLING PROVISIONS

The following provides an overview of the minimum controls outlined in the AHSEPP. This is a general guide only. It is advised that if you are considering building a secondary dwelling that you review the provisions contained in the AHSEPP, available at www.legislation.nsw.gov.au.

General Provisions

One primary dwelling, one secondary dwelling:

Development of a secondary dwelling can only result in there being one principal dwelling and one secondary dwelling on the site.

Subdivision: Not permitted.

Total floor area: Secondary dwelling is to have a maximum floor area of 60m². The maximum floor area of the principal dwelling and secondary dwelling is to be no greater than that permitted by the local council in that zone when the development is approved through a development application. The controls for complying development are contained in Schedule 1 of the AHSEPP, as outlined below.

Site area: Minimum of 450m².

Building Code of Australia (BCA): All relevant requirements within the BCA apply. Some secondary dwellings may result in a change in building classification under the BCA.

For example, if **any part** of the secondary dwelling is built above or below the primary dwelling, the building containing **both** dwellings will be classified as Class 2 under the BCA.

Complying Development Provisions

Partial / Internal Conversions: (See Division 2, clause 23(2) in the AHSEPP).

Lot requirements: Excludes environmentally sensitive land and heritage restrictions.

Specific requirements: Must not involve external alterations to the principal dwelling other than an additional entrance.

Erection of a basement or alterations to an existing basement, or the erection of a roof terrace is not permitted under the complying development provisions of the AHSEPP.

Site area: Minimum 450m².

Main Schedule 1 requirements include:

Height: Maximum 8.5 metres and does not include the erection of a basement or additions to a basement or the erection of a roof terrace.

Lot requirements: Outlined in the AHSEPP (see Schedule 1, Part 2, Clause 2).

Site coverage and floor area: See Schedule 1, Part 2, Clause 3, 4 and 5.

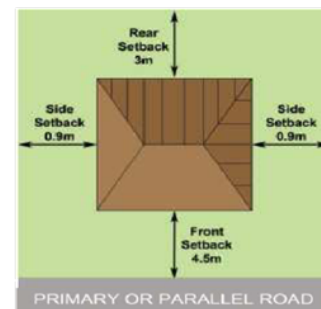
Landscaped area: As outlined in Schedule 1, Part 4, Clause 16 and varies depending on the size of the site.

Privacy: As outlined in Schedule 1, Part 3, Clause 15 a new window in either the secondary or primary dwelling must have a privacy screen if it is in a habitable room and is 1 metre or more above floor level, the wall is set back less than 3 metres from a side or rear boundary and the window has a sill height of less than 1.5 metres.

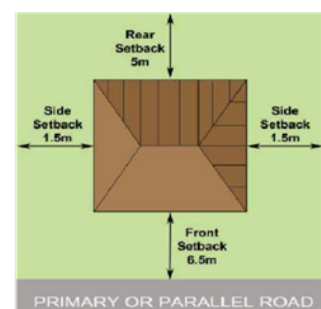
Setbacks and floor heights also need to be considered when including a balcony, deck, patio, pergola, terrace or verandah.

Setbacks: As outlined in Schedule 1, Part 3, Clauses 7-12, the setback of a site with a front boundary on a primary road or parallel road is equal to the average of the front setbacks of the nearest two dwelling houses on the same road. These dwelling houses must be located within 40 metres of your lot (see Schedule 1, Clause 7). Otherwise setbacks are shown below:

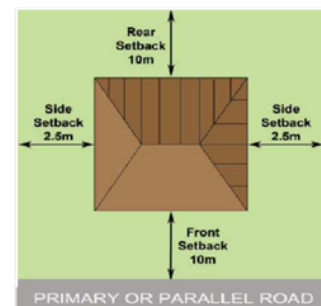
Lot size:
At least 450m², but
less than 900m²



Lot size:
At least 900m², but
less than 1,500m²



Lot size:
At least 1,500m²





Private open space: As outlined in Schedule 1, Part 4, Clause 17, at least 24m² and accessible from a habitable room, at least 4 metres wide and with a gradient not steeper than 1:50.

Earthworks and drainage: As outlined in Schedule 1, Part 4, Clauses 18-21.

Articulation zones: As outlined in Schedule 1, Part 3, Clause 13-14, the principal and secondary dwelling must have a front door and a window to a habitable room facing the primary or parallel road.

Development application requirements

Site area: The consent authority cannot refuse consent on the grounds of site area if the site area is at least 450 square metres. However, a consent authority can grant consent to development of a secondary dwelling on a site of less than 450 square metres.

Parking: The consent authority cannot refuse the application if no additional parking is provided on the site.

Council controls: Any relevant council policy that applies to secondary dwellings will continue to apply.



New granny flat in Greystanes
Images courtesy of Granny Flats Australia

FREQUENTLY ASKED QUESTIONS

Q. How does a person apply for approval of a secondary dwelling?

- A.** Applications can be made in one of the following ways:
- Complying development, by applying to an accredited certifier to construct a secondary dwelling if the secondary dwelling meets the complying development provisions in the AHSEPP, or
 - A development application to the local council.

A list of accredited certifiers can be found at:
www.bpb.nsw.gov.au.

Q. Are secondary dwellings permissible in rural zones?

- A.** The AHSEPP provisions for secondary dwellings do not apply to rural zones. Secondary dwellings may be permitted under the council's LEP in these zones, but this will need to be checked with the relevant council.

Q. Can a secondary dwelling be established in conjunction with a 'principal dwelling' where the 'principal dwelling' is a dwelling in a dual occupancy or residential flat building (rather than a dwelling house)?

- A.** No. Under clause 22 of the AHSEPP, development for the purposes of a secondary dwelling cannot result in there being on the land any dwelling other than the principal dwelling and the secondary dwelling. This means that there can only be one other dwelling on the land with the secondary dwelling.

Q. What is the height limit for a secondary dwelling that is complying development under the AHSEPP, if the council's LEP or development control plan imposes a lower limit?

- A.** The height limit is 8.5 metres under the AHSEPP. The complying development provisions for height are outlined in Schedule 1 of the AHSEPP. Normally 8.5 metres will allow two storeys. The height of a secondary dwelling will also be governed by the setback requirements in Schedule 1 Height limits in the council's LEP or development control plan will not apply.

Q. Will this cause overshadowing or loss of privacy?

- A.** The height limit is the same as for dwelling houses under the Housing Code. The AHSEPP also has setback provisions which are the same as the Housing Code, to minimise impacts like overshadowing and loss of privacy.

2. Do other local council planning controls continue to apply?

- 1. If the AHSEPP does not explicitly override a local council planning control, then the local council planning control continues to apply.

2. What happens if there is a conflict between the controls in a local environmental plan (LEP) and the AHSEPP?

- 1. If there is an inconsistency between the AHSEPP and the relevant council's LEP, the provisions of the AHSEPP will override those in an LEP to the extent of the inconsistency.

2. Do section 94 development contributions apply?

- 1. The AHSEPP does not affect the levying of development contributions under section 94 of the *Environmental Planning and Assessment Act 1979*.

2. Are dwellings approved under the SEPP exempt from bushfire and flood planning requirements?

- 1. No, the AHSEPP does not override bushfire or flood planning requirements.

2. Does BASIX apply?

- 1. The AHSEPP does not change the application of the Building Sustainability Index (BASIX) requirements.



FURTHER INFORMATION

An updated version of the AHSEPP, incorporating the changes set out in the amending SEPP, is available on the NSW legislation website:

www.legislation.nsw.gov.au

The State Environmental Planning Policy (Affordable Rental Housing) Amendment 2011 and fact sheets on the recent changes can be found on the Department's website: www.planning.nsw.gov.au/affordablehousing

For further inquiries:

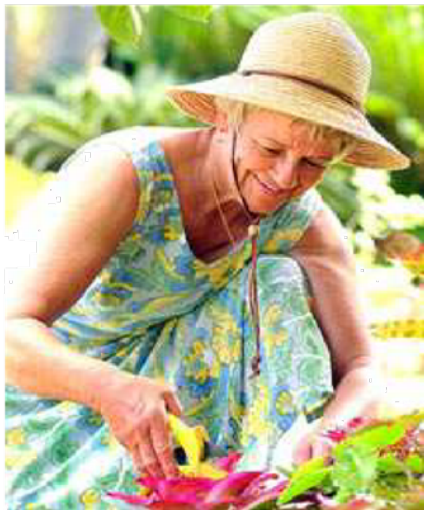
Phone: (02) 9228 6111

Email housingpolicy@planning.nsw.gov.au

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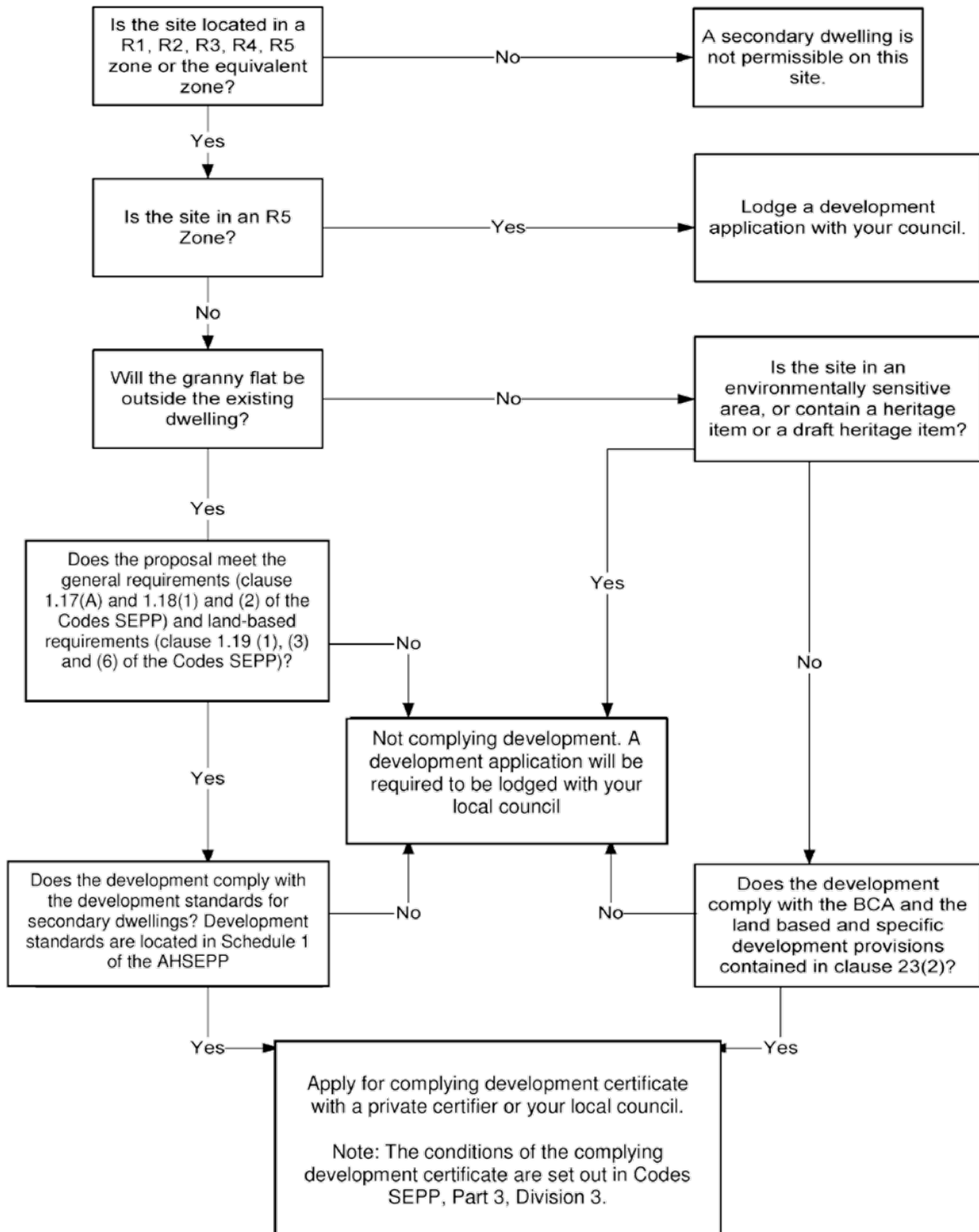
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SECONDARY DWELLINGS CHECKLIST





Item No: 5.5
Title: QON - Q79/18 - Duplicated Assets
Department: Governance

26 November 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-04 - D13313566

Author: Paul Forster, Section Manager, Property and Infrastructure

Manager: Martin Ball, Acting General Counsel

Executive: Gary Murphy, Chief Executive Officer

5.5 QON - Q79/18 - Duplicated Assets

The following question was asked by Councillor McLachlan at the Ordinary Meeting on 28 May 2018:

Can the Councillors be provided with a report of assets duplicated, surplus, or offering redevelopment potential that can be sold or developed, to assist with any funding shortfalls of capital works programme?

The resourcing requirements to provide an appropriately investigated report is beyond the capacity of current staff undertaking their business as usual work.

Central Coast Council has approximately 4,603 properties. To determine whether they can be sold or developed would require determining how council came to own the property, what they are currently used for and if any caveats are held over the land, as well as reviewing classifications, zonings and any other constraints.

If Council direct staff to undertake this work it should be in the form of a Notice of Motion which will allow staff to apply for the resourcing required to adequately meet the needs of the request.

Attachments

Nil.

Item No: 5.6
Title: QON - Q117/18 - Parking – Gertrude Place, Gosford
Department: Roads Transport Drainage and Waste



26 November 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-05 - D13372198

Author: Jeanette Williams, Unit Manager, Roads Business Development and Technical Services

Manager: Jay Spare, Unit Manager, Roads Assets Planning and Design

Executive: Boris Bolgoff, Director, Roads Transport Drainage and Waste

5.6 QON - Q117/18 - Parking – Gertrude Place, Gosford

The following question was asked by Councillor Gale Collins at the Ordinary Meeting on 23 July 2018:

Why is the car parking on Gertrude Place in Gosford (off Central Coast Highway) Rear to Kerb and perpendicular to the road 90 degree? Rangers are booking unknowing residents.

Council's Local Traffic Committee considered the on-street parking conditions following receipt of community concerns regarding the parking in Gertrude Place and Masons Parade, Gosford.

In considering the matter, it was identified that formalising the 90 degree angle parking with line marking would allow more efficient use of the car parking area. Parking in this area is in high demand and formalising this arrangement maximises the capacity of on-street parking spaces for the community.

In addition, signposting the 90 degree angle parking "Rear to Kerb" was identified to increase the safety of the road environment for both pedestrians and motorists. Reverse parking can improve manoeuvring for parking vehicles and increases the driver's visibility when leaving the parking space.

Following endorsement of the Local Traffic Committee's recommendation, the signage and line marking was installed during June 2017.

Attachments

Nil.

Item No: 5.7
Title: QON - Q131/18 - Plastiphalt Roads
Department: Roads Transport Drainage and Waste

26 November 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-05 - D13372202

Author: Jeanette Williams, Unit Manager, Roads Business Development and Technical Services

Manager: Jay Spare, Unit Manager, Roads Assets Planning and Design

Executive: Boris Bolgoff, Director, Roads Transport Drainage and Waste

5.7 QON - Q131/18 - Plastiphalt Roads

The following question was asked by Councillor Mehrtens at the Ordinary Meeting on 13 August 2018:

Sutherland Shire Council has become the first in NSW to trial a "Plastiphalt" 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 missed with asphalt. Has Central Coast Council looked at trialling "Plastiphalt" or similar products in future roadworks to help address ongoing issues with waste management, supplement recycling efforts, and save money when conducting roadworks?

Council Officers have been reviewing emerging products and technology which uses plastic bags, recycled printer cartridges and glass bottles as an additive to road pavements. These innovative initiatives offer positive outcomes for the environment and in the delivery of road pavements and other civil works.

Council's Roads, Transport and Drainage Business Improvement team, along with road engineering and waste management staff have been monitoring news on the trial of Plastiphalt in road pavement works being undertaken within the Sutherland Shire Council area utilising this new additive. Council engineers are also liaising with engineering networks in relation to the use and performance of this new initiative. It will be of interest to see how it performs in the trial, and if successful, if it is offered commercially.

Council Officers have also met with representatives of the company initiating the Sutherland road pavement trial to discuss the product and how it may be used within the Central Coast region. At this stage, final approval is still pending from the Environmental Protection Authority to allow wider use of the product.

Officers are also currently progressing with investigations and commercial negotiations into the use of crushed glass for use in Council's civil construction operations and other works. This project is being undertaken as part of a broader Hunter/Central Coast Councils regional initiative, of which Central Coast Council is a participant.

Attachments

Nil.



Item No: 5.8
Title: QON - Q136/18 - Road Works - Pacific Highway, Tuggerah
Department: Roads Transport Drainage and Waste

26 November 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-05 - D13372207

Author: Jeanette Williams, Unit Manager, Roads Business Development and Technical Services

Manager: Jay Spare, Unit Manager, Roads Assets Planning and Design

Executive: Boris Bolgoff, Director, Roads Transport Drainage and Waste

5.8 QON - Q136/18 - Road Works - Pacific Highway, Tuggerah

The following question was asked by Councillor MacGregor at the Ordinary Meeting on 13 August 2018:

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 Watanobbi 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?

Roads and Maritime Services is planning to upgrade the Pacific Highway through the Wyong town centre. As a result of an independent review, it was identified to provide two lanes in each direction between Johnson Road at Tuggerah and Cutler Drive at Wyong. This review also confirmed that the upgrade would be along the existing highway route.

The NSW Government's Future Transport 2056 Strategy was released in February 2018. This document sets out a broader vision for how transport can support growth and the economy of New South Wales in the next 40 years.

Roads and Maritime Services is examining how this overarching strategy might affect the existing Wyong Town Centre proposal and whether further refinements are needed to ensure future investments provide the best outcome for the community. This includes investigating better ways to deliver any upgrades, to minimise the impact to road users and the community.

Roads and Maritime Services has confirmed its commitment to investing in improvements along the Pacific Highway through the Wyong Town Centre, recognising its importance as a hub for local business, employment and public transport. However, the project has not been allocated funding and a timeframe for construction is not available at this time.

Council Officers will continue to liaise with Roads and Maritime Services on this project providing strong support and desire for this project to come to fruition.

Attachments*Nil.*

Item No: 5.9
Title: QON - Q147/18 - Skate Park Upgrades
Department: Environment and Planning



26 November 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-05 - D13366508
Author: Karen Tucker, Acting Unit Manager, Open Space and Recreation
Manager: Brett Sherar, Unit Manager, Open Space and Recreation
Executive: Scott Cox, Director, Environment and Planning

5.9 QON - Q147/18 - Skate Park Upgrades

The following question was asked by Councillor Kyle MacGregor at the Ordinary Meeting on 27 August 2018:

Does council currently have any plans to expand, upgrade or conduct any additional works or improvements at skate parks in the Central Coast Council area in addition to the potential upgrades at Umina that were mooted in a previous Council meeting?

Future Plans

Council has twenty four existing skate facilities (see Attachment 1). Council will also be preparing a Central Coast Skate Strategy in 2018/19.

Skate facilities contribute to social engagement and healthy lifestyle opportunities for residents. Therefore it is important that Council develops a Skate Strategy.

A Central Coast Council Skate Strategy will include community engagement for the provision of future skate facilities on the Central Coast.

Existing Plans

Munmorah Regional Skate and Play Space

A regional skate park is budgeted for construction this financial year at Lake Munmorah along with the regional play space. The budget for the skate park is \$1,000,000. Tender for design which includes community consultation was released 23 October 2018 with construction estimated to commence in March 2019.

Berkeley Park Skate Park

There is also an \$84,265 upgrade to the skate park surface, fencing, landscaping and pathway at Berkeley Park Skate Park. Works will be staged, commencing in December 2018 to be finished by June 2019.

Umina Skate Park

In relation to the Umina Skate Park, \$50,000 was allocated in the 2018/19 Capital Expenditure budget for the concept design for the upgrade at the Peninsula Recreation Precinct, Umina Beach. Councils Open Space and Recreation Unit met with representatives of the Umina Community Group (UCG) on 1 August 2018 to commence discussions regarding the skate park design.

UCG provided Council with a proposal they have been actively working on with the community for two years regarding a holistic improvement of the adjoining active recreation infrastructure, including the basketball court and BMX track.

Staff are working with Council's Communication Engagement Section on the development of the Communications and Engagement Plan for the project. This work commenced in August 2018.

A media release has advertised the first consultation with the community to commence in early 2019 for input into the Master Concept Plan for the skate park, basketball court and BMX track.

Council is also actively seeking funding for construction and will continue to liaise with the UCG to maximise community involvement in the project. If grant funding applications are successful, this project could be included in the 2019/20 Capital Works Program.

Attachments

- 1** Skate Park Sites in the Central Coast Council Region D13383683

Skate Park Sites in the Central Coast Council Region

Bateau Bay/BATO Yard	EDSACC Oval, The Entrance Road
Berkeley Vale	Ted Doyle Oval, Berkeley road
Blue Haven	Colorado Drive, Blue Haven
Chain Valley Bay	Scaysbrook Avenue, Chain Valley Bay Courts
Copacabana	Copacabana Beachfront
East Gosford	Hylton Moore Oval
Gwandalan	Tunkuwallin Oval, Kanangara Drive
Halekulani/Budgewoi	Halekulani Oval, Scenic Drive
Kariong	Kariong Oval
Kincumber	Frost Reserve
Kincumber South	MacKillop Oval
Lake Haven	Lake Haven Oval, Chelmsford Road
Lake Munmorah	Lake Munmorah Courts, Acacia Avenue
Mangrove Mountain	Bloodtree Oval
Mannering Park	Campbell Parade
Narara	Paddy Clifton Oval
Ourimbah	Bill Sohler Park, Sohler Street
Ourimbah	Northlakes Oval, Emu Drive
San Remo	Extreme Sports Park, Highview Avenue
The Entrance	Picnic Point Reserve, Tuggerah Parade
Toukley	Toukley Pool, Hedor Street
Umina	Umina Recreation Area
Wadalba	Mascord Oval, Pacific Highway
Watanobbi	Watanobbi Park, Harrington Close

Item No: 5.10
Title: QON - Q153/18 - Tuggerawong Bike Track Grant
Department: Roads Transport Drainage and Waste



26 November 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-05 - D13372187

Author: Jeanette Williams, Unit Manager, Roads Business Development and Technical Services

Manager: Jay Spare, Unit Manager, Roads Assets Planning and Design

Executive: Boris Bolgoff, Director, Roads Transport Drainage and Waste

5.10 QON - Q153/18 - Tuggerawong Bike Track Grant

The following question was asked by Councillor Burke at the Ordinary Meeting on 27 August 2018:

Have we got any news on the grant application for the Tuggerawong bike track?

Council submitted an application for consideration of grant funding under Round 2 of the Stronger Country Communities Fund for the first stage of Tuggerawong shared pathway. The first stage proposes construction of a shared pathway along the Tuggerawong foreshore from Friday Street to Tuesday Street.

An announcement was recently made that Council was successful in obtaining grant funding for the Tuggerawong shared pathway. Council has received the grant funding offer from the Department of Premier and Cabinet, who administer the funding on behalf of the NSW Government, offering partial funding to undertake this project.

As a result, adjustments have been made to Council's own funding to be able to deliver the first stage of this project within the 2018/19 financial year.

Council Officers are currently developing a design for the first stage of this shared pathway proposal. As part of the design process, residents and community members will have the opportunity to view the proposed design and provide feedback and comments before the design is finalised.

It is anticipated that the opportunity to comment on the design will occur later this year/early next year.

Attachments

Nil.

Item No: 5.11
Title: QON - Q154/18 - Tuggerawong Hall
Department: Connected Communities



26 November 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-05 - D13369571

Author: David Norbury, Acting Unit Manager, Leasing and Asset Management

Executive: Julie Vaughan, Director, Connected Communities

5.11 QON - Q154/18 - Tuggerawong Hall

The following question was asked by Councillor Chris Burke at the Ordinary Meeting on 27 August 2018:

What is the classification of Tuggerawong Hall which is the double water front block at 326 Tuggerawong Road, Tuggerawong?

326-328 Tuggerawong Road, Tuggerawong comprising Lots 63 and 64, DP 13019 is reserve front land. This land is owned by Council and classified as Operational.

Attachments

Nil.

Item No: 5.12
Title: QON - Q156/18 - Buy Local Policies
Department: Governance



26 November 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-05 - D13369681

Author: Stuart Hull, Unit Manager

Executive: Shane Sullivan, Acting Director Governance

5.12 QON - Q156/18 - Buy Local Policies

The following question was asked by Councillor at the Ordinary Meeting on 27 August 2018:

Could staff please advise if the previous Wyong or Gosford Councils had buy local policies or weightings for local service providers. If previous policies existed, could staff please circulate to all Councilors for their review.

Both the former Wyong and Gosford Councils previously had policies in place that included weightings for local suppliers. These policies will be provided to Councillors via the Hub.

Attachments

Nil.



Item No: 5.13
Title: QON - Q167/18 - Item 6.2 Clarification - Airport Phone Survey
Department: Roads Transport Drainage and Waste

26 November 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-04 - D13342908

Author: Joanna Murray, Personal Assistant to Unit Manager, Waste and Business

Manager: Andrew Pearce, Unit Manager, Waste Services and Business Development

Executive: Shane Sullivan, Acting Director Governance

5.13 QON - Q167/18 - Item 6.2 Clarification - Airport Phone Survey

The following question was asked by Councillor Greenaway at the Ordinary Meeting on 10 September 2018:

I seek clarification of an answer in tonight's business paper – item 6.2 – the answer for questions 76/18 and 81/18 was combined and I seek confirmation from staff that the airport phone survey provided in the answer to 76/18 relates to a proposal to develop Bushells Ridge, not Warnervale Airport. And I also ask where in the answer is the actual answer to question 81/18.

The two questions referred to are below:

QON76/18

The following question was asked by Councillor Jilly Pilon at the Ordinary Meeting on 28 May 2018;

Q76/18 – Did Council ever undertake an official or unofficial survey about the airport, and if yes, can you please provide us with the results?

It is confirmed that the Proposed Airport - Wyong Shire Council community survey provided in response to QON 76/18 and QON 81/18 was undertaken in 2013, when the regional airport was proposed at Bushells Ridge (also referred to as the Kiar Ridge site). Staff are unable to find any other community surveys relating to the Central Coast airport being undertaken by either the former Wyong Shire Council, the former Gosford City Council or the Central Coast Council.

As such, the response is that the airport phone survey provided in the answer to Q76/18 relates to Bushells Ridge.

A copy of the full survey report, incorporating the results was provided in Attachment 1 - Micromex Report - Wyong Airport – D13321135 at the ordinary Council meeting of 10 September 2018.

QON81/18

The following question was asked by Councillor Louise Greenaway at the Ordinary Meeting on 28 May 2018;

Q81/18 – In relation Councillor Pilon's question about a telephone survey. I thought that there was one so that may come out when staff look into that. If it is found that one was conducted, I just would ask that the source of the questions be identified.

Staff recently contacted the research consultant who completed the survey in 2013 and have confirmed that the process followed for the subject community survey was the same as most surveys completed. This consists of the client providing its information needs/objectives to the research consultant who in turn provides a draft concept statement and questionnaire back to the client. Both the client and the research consultant then jointly finalise the survey based on the study needs/objectives.

Attachments

Nil.

Item No: 5.14
Title: QON - Q172/18 - Political Signage
Department: Environment and Planning

26 November 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-05 - D13364281

Author: Rennae Projceski, Section Manager Community Safety

Manager: Jamie Loader, Unit Manager, Development Assessment

Executive: Scott Cox, Director, Environment and Planning

5.14 QON - Q172/18 - Political Signage

The following question was asked by Councillor Marquart at the Ordinary Meeting on 24 September 2018:

Can you please confirm Council's position and the current rules governing political signage being placed upon Council assets or power poles by individuals in the Central Coast region? Does Council enforce these rules?

Signage of any type is not permitted in public places including Council assets and power poles. Council's current procedure for dealing with political signs in a public place is as follows:

1. Write to the candidate advising them of the rules on political signs and request that the sign be removed;
2. If the sign has not been removed, or more appear after the letter has been sent to the candidate, the illegal sign/s are removed and impounded in accordance with *The Impounding Act 1993*.

Political Signage on Private Property

Political advertising is, in very specific circumstances, exempt development and therefore does not require consent on private property in the following circumstances:

- Signs can only be erected on private property for a 6 week period that commences 5 weeks prior to an election;
- Signs must comply with the legislation under which the election is held, which generally includes a requirement that the person who authorised the sign be identified.
- Signs must have an area of no more than 0.8m²
- Signs must not be attached to a heritage item

If signs on private property don't comply with the above, Council's current procedure is as follows:

1. Conduct an inspection to confirm the location of the sign;
2. Advise the owner of the sign that it is not consistent with the legislative requirements and request removal of the sign within 7 days;
3. Where not removed, commence action in accordance with Council's Policy for Compliance and Enforcement.

Attachments

Nil.



Item No: 5.15
Title: QON - Q178/18 - Granny Flats
Department: Environment and Planning

26 November 2018 Ordinary Council Meeting

Trim Reference: F2010/00500 - D13358484

Author: Wayne Herd, Section Manager, Central Coast Building Certification

Manager: Jamie Loader, Unit Manager, Development Assessment

Executive: Scott Cox, Director, Environment and Planning

5.15 QON - Q178/18 - Granny Flats

The following question was asked by Councillor Bruce McLachlan at the Ordinary Meeting on 24 September 2018.

Would it be possible to get a report on the number of granny flats that have been approved in the last two years? I don't think the Affordable Housing has taken into consideration the number of granny flats coming online for the rental stock.

The number of granny flats and secondary dwellings which were approved by either a Development Consent or Complying Development Certificate on the Central Coast during the period of 1 September 2016 - 30 September 2018 is 1668.

Attachments

Nil.

Item No: 5.16
Title: QON - Q181/18 - Answer to Q81/18 - Airport Survey
Department: Roads Transport Drainage and Waste



26 November 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-05 - D13352140

Author: Joanna Murray, Personal Assistant to Unit Manager, Waste and Business

Manager: Andrew Pearce, Acting Senior Manager, Business and Economic Development

Executive: Shane Sullivan, Acting Executive Manager, Governance

5.16 QON - Q181/18 - Answer to Q81/18 - Airport Survey

The following question was asked by Councillor Greenaway at the Ordinary Meeting on 24 September 2018 :

The business paper of the meeting of 10 September 2018 purported to provide an answer to my question on notice of Q81/18, which I asked on 28 May 2018, so I re-asked the question at the meeting on 10 September 2018 and I would still ask please if that question could be answered?

A response has been provided as part of Q167/18 contained within this business paper.

Attachments

Nil.

Item No: 5.17
Title: QON - Q182/18 - Abandoned Boat and Dinghy Policy
Department: Environment and Planning

26 November 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-05 - D13367134
 Author: Karen Tucker, Acting Unit Manager, Open Space and Recreation
 Manager: Brett Sherar, Unit Manager, Open Space and Recreation
 Executive: Scott Cox, Director, Environment and Planning

5.17 QON - Q182/18 - Abandoned Boat and Dinghy Policy

The following question was asked by Councillor at the Ordinary Meeting on :

Residents living on the Tuggerah lakes and Lake Macquarie foreshores have been reporting that many boats and dinghies, which appear abandoned, have been sitting on reserves and foreshores for months and sometimes years. The former Wyong Shire Council had an "Abandoned boat and dingy policy", which staff were progressively implementing and enforcing. Council staff please advise if the Central Coast Council has a similar policy and resources allocated to implement the policy?

Council is currently operating under the former Wyong Shire Council, *Water Craft Storage on Public Land* policy (POLICY NO: WSC104) for areas that were within the former Wyong Local Government Area.

These include the foreshore areas of Tuggerah Lakes and southern end of the Lake Macquarie areas that are under the care and control of Central Coast Council.

This policy can be located on Councils web site by the following link,
<https://cdn.centralcoast.nsw.gov.au/sites/default/files/documents/policies-register/watercourse-management/water-craft-storage-policy/water-craft-storage-policy.pdf>

The policy states in part E Policy Implementation – Procedures:

- E7 *Derelict, abandoned or unauthorised water craft may be removed and impounded or disposed of by Council Rangers as per the Impounding Act 1993.*
- E8 *Removal and impoundment or disposal of derelict, abandoned and unauthorised craft will be undertaken if after three months of the placement of a Notice of Intended Removal, the craft has not been claimed and identified as operable.*

Council's Community Safety team can investigate to ensure compliance with this policy upon a service request being received.

A draft Policy covering the entire Central Coast LGA is currently being prepared and will be reported to Council for consideration early in 2019.

Attachments

Nil.



Item No: 5.18
Title: QON - Q186/18 - Ourimbah Hall
Department: Connected Communities

26 November 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-05 - D13369854

Author: David Norbury, Acting Unit Manager, Leasing and Asset Management

Executive: Julie Vaughan, Director, Connected Communities

5.18 QON - Q186/18 - Ourimbah Hall

The following question was asked by Councillor Richard Mehrrens at the Ordinary Meeting on 8 October 2018:

What is Council's plan for the Ourimbah Hall at 1A Jaques Street, Ourimbah, and will Council return the facility to a usable standard?

Lot 7 DP 20283 at 1A Jaques Street, Ourimbah is owned by The University of Newcastle.

Council has no plans in respect of The University of Newcastle site.

Attachments

Nil.

Item No: 5.19
Title: QON - Q191/18 - Sporting Codes Ground Usage
Department: Environment and Planning



26 November 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-05 - D13368419

Author: Karen Tucker, Acting Unit Manager, Open Space and Recreation

Manager: Brett Sherar, Unit Manager, Open Space and Recreation

Executive: Scott Cox, Director, Environment and Planning

5.19 QON - Q191/18 - Sporting Codes Ground Usage

The following question was asked by Councillor Lisa Matthews at the Ordinary Meeting on 8 October 2018:

Why are some sporting codes required to apply for usage of their ground separately for the regular season and their final series games? Surely, this is a restrictive and bureaucratic division that inhibits clubs and codes abilities to effectively govern themselves and inform players and teams of schedules and should be reviewed or improved in future.

Finals series games are considered outside of the seasonal allocation approval process as many final series events have different requirements than normal seasonal competition games. For instance, a number of codes utilise mobile food vans, amusement devices and marquees in conjunction with their finals activities which require regulation under a special event application such as food surveillance inspections, liquor licensing, public liability insurance for rides and additional line marking requirements.

When a clubs final series is within the parameters of its normal conduct and does not include special event activities, their fee is determined within the normal seasonal hire (no additional charge). However, for those clubs that conduct special event activities that require regulation, the associated fees are required to be charged in line with those activities such as, but not limited to, food surveillance inspections. In some cases, additional field maintenance requirements are requested that attract a charge, such as additional line-marking.

This information was provided in the report that was submitted at the Ordinary Council Meeting on the 29 October 2018.

Attachments

Nil.



Item No: 5.20
Title: QON - Q193/18 - Central Coast Cricket Association
Department: Environment and Planning

26 November 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-05 - D13369979
Author: Karen Tucker, Acting Unit Manager, Open Space and Recreation
Manager: Brett Sherar, Unit Manager, Open Space and Recreation
Executive: Scott Cox, Director, Environment and Planning

5.20 QON - Q193/18 - Central Coast Cricket Association

The following question was asked by Councillor Kyle MacGregor at the Ordinary Meeting on 8 October 2018:

Why did Central Coast Council contact the Central Coast Cricket Association in July 2018 notifying them of intended and actual changes to wicket management in regards to soil and maintenance provisions, why were these discussions not held earlier or consultation occurring before clubs had set their fees and charges in place for the current cricket season?

The Open Space and Recreation Unit is harmonising the services of the two former Councils, including the preparation of turf cricket wickets.

Council commenced discussions with Central Coast Cricket Association (CCCA) on the 21 August 2017 regarding harmonisation of turf wicket preparation. Historically, in both former Council areas, Council would offer to prepare the first wicket of the year. Many clubs would not take up this offer preferring to prepare their own.

At this initial meeting, it was agreed with the CCCA to move towards the *former Gosford City Council* (fGCC) process of "Turf Wicket Preparation Agreements".

Council formalised its agreement with CCCA on the 26 July 2018 for the 2018/19 summer season. Under the new agreement, cricket clubs within the former Wyong Local Government Area would continue the preparation of turf wickets before or after the first round of cricket competition, their choice, with the only change being the clubs requirement to provide the cricket wicket soil. This was agreed to by the CCCA and Council's harmonised fee structure took this into account.

Council continues to maintain responsibility for mowing of outfield, spraying and fertilizing, with staff available to assist clubs in wicket preparation if they require any assistance.

Attachments

Nil.

Item No: 5.21
Title: QON - Q197/18 - Stormwater Drainage Fees
Department: Roads Transport Drainage and Waste



26 November 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-05 - D13372194

Author: Jeanette Williams, Unit Manager, Roads Business Development and Technical Services

Manager: Jay Spare, Unit Manager, Roads Assets Planning and Design

Executive: Boris Bolgoff, Director, Roads Transport Drainage and Waste

5.21 QON - Q197/18 - Stormwater Drainage Fees

The following question was asked by Councillor Greenaway at the Ordinary Meeting on 8 October 2018:

Has Council conducted community engagement in the former Gosford Council areas west of the M1 regarding the stormwater drainage fee in the IPART proposal?

Could Council please confirm whether Sydney Water or Hunter Water charge drainage fees for properties that are not in the stormwater catchment?

Council undertook an extensive communication campaign in the development of the IPART submission including customer surveys, information sessions and four media releases to multiple outlets between April and September 2018.

The media release on 12 September was titled 'Council recommends water bill drop for most residents' and indicated that some residents would see an increase in stormwater drainage charges. The media release contained a link to the IPART submission summary which contains a comparison of all the prices and a detailed discussion of the proposed changes. The information was also documented in the frequently asked questions available on www.yourvoiceourcoast.com/waterpricing.

Following Council's submission to IPART on 7 September 2018, two information sessions were held in the former Gosford local government area at Woy Woy and Erina. Both sessions were widely advertised including adverts in the local papers, local radio, social media and posters in gathering points such as schools and general stores. Following the information session, Council sent letters to all the significantly affected non-residential customers across the local government area to advise them of the changes and encourage them to make a submission to IPART.

In relation to Hunter Water and Sydney Water, I can confirm that both water authorities only apply the stormwater drainage charge within their respective Drainage Areas.

The Drainage Areas for these two authorities relate to the drainage catchments for which the authorities are responsible. Council has responsibility for trunk and local drainage infrastructure, and as such the entire local government area is considered part of the drainage catchment.

Attachments

Nil.

Item No: 5.22
Title: QON - Q200/18 - Lost Keys for Sporting Groups
Department: Roads Transport Drainage and Waste



26 November 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-05 - D13369919

Author: Karen Tucker, Acting Unit Manager, Open Space and Recreation

Manager: Brett Sherar, Unit Manager, Open Space and Recreation

Executive: Scott Cox, Director, Environment and Planning

5.22 QON - Q200/18 - Lost Keys for Sporting Groups

The following question was asked by Councillor Jillian Hogan at the Ordinary Meeting on 8 October 2018:

Why is Council charging sporting groups \$500 per lost key? Is there a profit margin on lost keys?

Council doesn't charge sporting groups \$500.00 per lost key. In Council's adopted fees and charges there is "Key Bond" that is charged when a booking of a sports field is made and a key is provided. Under the adopted fees and charges bonds charged are \$300.00 for one key, \$500.00 for two keys and \$700.00 for three keys.

A key bond is charged to associations or clubs at the commencement of each season and pending return of all keys and no damage to the locks, the bond is returned to the associations or clubs in full at the end of each season.

A key bond is essential in maintaining control over access to Council's sporting amenities. It gives Council the ability to ensure only approved users have access to gates, amenities and canteens, minimising conflict between different seasonal user groups. It also drives responsible key management as a returned key has no cost but a lost key has a cost.

Every facility has a unique key that gives access that ensure no other group has access to a facility that they haven't booked.

The loss of a key to a facility compromises the ongoing security of the asset requiring the entire facility to be rekeyed. Rekeying of a facility will attract a cost higher than the \$500.00 bond charged e.g. Fagans Park facility was recently re-keyed at a cost of \$745.00. Larger facilities or more complex key replacements would attract a higher charge.

Council does not charge any profit margin on the rekeying. It is very rare that a key bond held by Council has not been returned in full at the end of each season.

Attachments

Nil.

Item No: 6.1
Title: Notice of Motion - A Safe State
Department: Councillor



26 November 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-05 - D13387129

Author: Jillian Hogan, Councillor

Councillor J Hogan has given notice that at the Ordinary Council Meeting to be held on 26 November 2018 she will move the following motion:

- 1 That Council acknowledges the deep seated problem we have with Domestic, Family and Sexual Violence across the Central Coast and although White Ribbon Day has its purpose, also acknowledge that we need to be more pro-active in our efforts to minimise violence.***
- 2 That Council requests the Chief Executive Officer to make an in-principle commitment to the below 6 calls to action.***
- 3 That Council acknowledge the work of the Status of Women Advisory Group and the Central Coast Domestic Violence Committee in taking a leadership role in educating the community on this issue.***
- 4 That Council commend the Chief Executive Officer and staff for the work Council is doing to achieve White Ribbon Accreditation within our workplace.***
- 5 That Council request the Chief Executive Officer to provide a future briefing on Councils role in combatting Domestic and Family Violence on the Coast.***

Background

The Central Coast Region has a significantly higher than state average over representation of Domestic and Family Violence related incidences. In addition our community told us overwhelmingly through the Community Strategy Plan that Council needed to play a leadership role in addressing Domestic & Family Violence.

The NSW Women's Alliance was established in 2012 by a number of NSW peak organisations and state-wide service providers responding to and working to prevent violence against women. It meets to discuss policy and legal issues relating to sexual, domestic and family violence. The Alliance developed this policy platform for A Safe State in the lead up to the 2019 NSW Election to call on all political parties to act to end sexual, domestic and family violence.

It's time to act now to ensure every person can live free from violence. It's time to make NSW a Safe State and Central Coast a safe place for women and children.

Every person has the right to be safe and to live free from violence.

This includes every Aboriginal and Torres Strait Islander, culturally and linguistically diverse (CALD), lesbian, gay, bisexual, trans, intersex and queer (LGBTIQ) person and every person with a disability.

A good government is accountable to the wider community for ensuring that every person experiencing, or who has experienced, sexual, domestic and family violence is supported to heal, has a safe home and can access justice.

The NSW Women's Alliance recently released their 'Safe State Strategy' and is calling on **all** parties, including local government, to make NSW a Safe State by committing to 6 key strategies:

- 1 Create cultural change to prevent violence and promote gender equality
- 2 Provide immediate and ongoing support for people experiencing violence
- 3 Ensure people experiencing violence have a safe home
- 4 Ensure people experiencing violence can access justice safely
- 5 Enable Aboriginal and Torres Strait Islander Peoples to lead change to end violence
- 6 Be accountable to specialist workers and the wider community

Councillors Note

This motion has been brought to the Council in response to the ever-increasing problem we have on the Central Coast with Sexual, Domestic and Family Violence. Councillor's please note that although our efforts on White Ribbon Day are commendable, it is not enough to stamp out the violence we as representatives of the community, hear, witness and often feel powerless to do something about. The 'Safe State Strategy' gives Council clear direction and the impetus to not be the subject of bystander apathy, but to act and make a difference. It starts with us, the culture of Council, our leadership and the willingness to drive change.

Attachments

- 1 A Safe State - Final Policy Platform (Oct 2018-Mar 2019) D13387142



Acting to End Sexual, Domestic and Family Violence

safensw.org.au



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INTRO | Making the case for change

Making the case for change

Every person has the right to be safe and to live free from violence. This includes every Aboriginal and Torres Strait Islander, culturally and linguistically diverse (CALD), lesbian, gay, bisexual, trans, intersex and queer (LGBTIQ) person and every person with disability.

A good government is accountable to specialist workers and the wider community for ensuring that every person experiencing, or who has experienced, sexual, domestic and family violence is supported to heal, has a safe home and can access justice.

THE REALITY

Before the age of 15, one in six girls and one in nine boys are physically or sexually abused. From the age of 15, one in four women experience violence by a current or previous partner and one in five women are sexually assaulted or threatened.¹

1 in 6 girls and 1 in 9 boys are physically or sexually abused

1 in 4 women 15 + experience violence by a current or previous partner

1 in 5 women are sexually assaulted or threatened



It's time to act now to ensure every person can live free from violence. It's time to make NSW a Safe State.



THE SOLUTIONS

We're calling on all parties to make NSW a Safe State by committing to:

1. Create cultural change to prevent violence and promote gender equality

Sexual, domestic and family violence is gendered. In Australia, women are eight times more likely to experience sexual violence by a partner than men and nearly three times more likely to have experienced domestic and family violence than men.²

2. Provide immediate and ongoing support for people experiencing violence

Services are not funded enough to give immediate and ongoing support to every person experiencing sexual, domestic and family violence. In particular, women with disability, LGBTIQ and CALD people and children and young people are falling through the gaps.

3. Ensure people experiencing violence have a safe home

Domestic and family violence is currently the leading cause of homelessness.³ Every person experiencing domestic and family violence should have the choice and support to safely stay in their homes and to access safe crisis and long-term housing.

4. Ensure people experiencing violence can access justice safely

Services are not funded enough to give every person who has experienced sexual, domestic and family violence the legal, social and financial support they need to access justice. Courts are not always safe and NSW Police sometimes do not respond appropriately to all reports.

5. Enable Aboriginal and Torres Strait Islander Peoples to lead change to end violence

The ongoing impacts of colonisation and gender inequality intersect to drive violence against Aboriginal and Torres Strait Islander women. First Nations' Peoples are best placed to lead change to end violence against women and children in their communities.

6. Be accountable to specialist workers and the wider community

The NSW government should make preventing and ending sexual, domestic and family violence its key priority. It should act on the advice of experts and improve service and system responses to ensure every person experiencing violence receives a quality response.

PRIORITY ONE | Create cultural change to prevent violence and promote gender equality

1. Create cultural change to prevent violence and promote gender equality

Every person has the right to be safe in their relationships, schools, workplaces and communities.

THE REALITY

In Australia, women are eight times more likely to experience sexual violence by a partner than men and nearly three times more likely to have experienced domestic and family violence than men.⁴

Aboriginal and Torres Strait Islander women are three times more likely to experience violence and are more than 30 times more likely to be hospitalised as a result of domestic and family violence than non-Indigenous women.⁵

CALD women can be at a higher risk of experiencing sexual, domestic and family violence when they are socially isolated, face language barriers or have limited knowledge about their rights. They may fear or distrust the police, government services and courts.

Women with disability can also be at higher risk of experiencing violence. One in five women in Australia have a disability. Over one third of women with disability experience domestic and family violence and up to 90 per cent of women with intellectual disability have been sexually assaulted.⁶ In Australia, 18.5 per cent of the total Australia population have some form of disability.

One quarter of LGBTIQ people have experienced sexual assault and women and transgender people are even more likely to experience sexual assault. Two in four (41 per cent) men and 28 per cent of women in same-sex relationships have experienced physical domestic violence. Almost one quarter (24 per cent) of children and young people have experienced family violence as a result of their gender identity or sexuality.⁷

Additionally, older women and women from rural, regional and remote areas face increased rates of violence and additional barriers to addressing the violence.

THE SOLUTIONS

a. Establish an independent statutory body for the primary prevention of gender-based violence

In New South Wales (NSW), there is a lack of co-ordination of primary prevention of gender-based violence programs and a lack of resources for the development of a primary prevention workforce.

A state-wide body on primary prevention should be established to address the gendered and other drivers of violence against women, children and young people, LGBTIQ people, Aboriginal and Torres Strait Islander people, CALD people, people with disability and older people.

The body should work closely with researchers, practitioner experts and organisations to co-ordinate the development and delivery of evidence-based primary prevention activities in metropolitan and rural and regional NSW. Settings for primary prevention activities include schools, workplaces, community organisations, faith-based and cultural organisations, business, sports, arts and media.



PRIORITY ONE | Create cultural change to prevent violence and promote gender equality

We're calling on parties to:

Commit \$12 million over four years to establish an independent statutory body focused on the primary prevention of gender-based violence. The body should coordinate state-wide evidence-based primary prevention programs; provide expert advice to government and organisations; engage and partner with diverse communities; and build a primary prevention workforce.

b. Make prevention of gender-based violence a key priority in NSW secondary schools

Whole school respectful relationships education programs help students, staff, parents and community members to understand the drivers of gender-based violence and how they can change their attitudes and behaviours to prevent violence. It involves working with schools as an educational institution and workplace to address the drivers of gender-based violence across the school curriculum and through the school's policies, practices and activities.

The evaluation of a whole school respectful relationships program in 19 Victorian schools found that it improved the knowledge, attitudes and behaviours of students and school staff.⁸ The World Health Organisation (WHO) has found that school-based programs that address gender norms have prevented domestic and family violence in the United States of America (USA) and Canada.⁹

Currently, community and health workers deliver respectful relationships programs in NSW schools on an ad hoc basis. A long-term, coordinated, best practice whole school respectful relationships program is needed across NSW schools so that we can end gender-based violence within this generation.

The program should:

- Align to the 'National Standards for the Primary Prevention of Sexual Assault through Education' by the National Association of Services Against Sexual Violence.
- Be trauma-informed and ensure that any student, school staff member, parent and community member who discloses violence is appropriately supported.
- Be adapted to the local context, accessible and culturally safe for Aboriginal and Torres Strait Islander, CALD, and LGBTIQ people, and people with disability.
- Enable and support schools to participate on a voluntary basis in a mix of metropolitan, rural and regional areas and be adapted to the needs of local communities.
- Consult and engage with a range of current providers of primary prevention gender-based violence programs, experts and establish a youth advisory group.
- Be led by a Gender Equality Unit within NSW Government in partnership with the Department of Education and informed by an expert advisory group.

PRIORITY ONE | Create cultural change to prevent violence and promote gender equality

We're calling on parties to:

Commit \$14.7 million over four years to implement a long-term, coordinated, best practice whole school respectful relationships program for students, staff, parents and community members in 100 secondary schools.

c. Become a member of Our Watch to drive cultural change to prevent gender-based violence

The NSW Domestic and Family Violence Prevention and Early Intervention Strategy 2017-2021 acknowledges that domestic and family violence occurs in a culture shaped by attitudes, beliefs, behaviours, structures and systems that drive violence. However, the strategy does not set out how we can achieve the cultural change to prevent gender-based violence and does not provide adequate funding to undertake this work. The strategy also excludes sexual violence.

Our Watch is an organisation that is driving nation-wide change in the culture, behaviours and power imbalances that lead to violence against women and their children through its evidence-based 'Change the Story' framework.¹⁰ The NSW government is the only state or territory government in Australia that is not a member of Our Watch.

The NSW Domestic Violence Death Review Team (DVDRT) recommended in its 2015-17 Report that the NSW Government give consideration to becoming a member of Our Watch and that the DVDRT Secretariat work together with Our Watch to analyse media reporting around murder suicides in New South Wales and disseminate its research findings.

We're calling on parties to:

Make NSW a member of Our Watch to support the national evidence-based 'Change the Story' shared approach for the prevention of violence against women and their children in Australia.

d. Provide respectful relationships education to women with disability

Improving the understanding of women with disability of respectful relationships and sexual, domestic and family violence promotes their safety and increases the likelihood of women seeking support if they are experiencing violence. Research has found that women with disability value learning from, and being supported by, their peers about respectful relationships and violence because they can relate to their experiences.¹¹

The NSW Government is funding a two-year pilot project for respectful relationships peer education for women and girls with intellectual disability. This pilot provides a platform to develop a state-wide cross-disability respectful relationships peer education program, acknowledging that one in five women have disability.



PRIORITY ONE | Create cultural change to prevent violence and promote gender equality

We're calling on parties to:

Commit \$675,000 over two years to disabled people's organisations to develop a NSW specific education program for women with disability about the nature of violence, based on the principles of Victoria's Gender and Disability Workforce Development Program, and People with Disability Australia's Peer Education Respectful Relationships training.

e. Provide community education and bystander interventions for LGBTIQ people

There is a lack of funding for specific prevention initiatives in LGBTIQ communities despite more than one in ten Australians identifying as LGBTIQ. By improving LGBTIQ people's understanding of sexual, domestic and family violence and how to intervene in a safe and helpful way, bystanders can prevent violence and provide early support.¹²

We're calling on parties to:

Commit \$400,000 over four years to a specialist LGBTIQ service to develop and deliver community education and bystander interventions for LGBTIQ communities.

f. Develop an Aboriginal and Torres Strait Islander people led strategy to prevent violence

The NSW Domestic and Family Violence Prevention and Early Intervention Strategy 2017-2021 acknowledges that Aboriginal and Torres Strait Islander women are at higher risk of experiencing violence. However, the strategy does not commit any resources for specific primary prevention approaches or initiatives for Aboriginal and Torres Strait Islander communities.

Primary prevention initiatives for Aboriginal and Torres Strait Islander communities must be Aboriginal and Torres Strait Islander owned and led, culturally safe and address sexual, domestic and family violence perpetrated by non-Indigenous and Indigenous men.

We're calling on parties to:

Commit \$500,000 for the development of a specific Aboriginal and Torres Strait Islander people led long-term strategy to prevent violence against Aboriginal and Torres Strait Islander women and children in NSW. The strategy should be underpinned by the principle of self-determination and where appropriate, be integrated through the Aboriginal Affairs' OCHRE initiative for Local Decision Making. The strategy should outline standards for primary prevention initiatives and set out how the NSW government will adequately resource the implementation of the strategy.

PRIORITY ONE | Create cultural change to prevent violence and promote gender equality

g. Support CALD women to prevent violence in their communities

To prevent violence against CALD women, there is a need for programs that are culturally appropriate, accessible, community driven and inclusive of whole communities. Program facilitators should share the participants' language and cultural background wherever possible. To enable participation by CALD women, the programs should allocate resources to cover the cost of childcare, transport and address other access issues.¹³

Currently, funding for violence prevention programs for CALD communities tends to be limited and short-term. It takes time to build trust with communities and when effective programs are not maintained, this can lead to a loss of community support as well as knowledge. Small funding pools undermine collaboration due to the need to compete for funds.¹⁴ Funding needs to be longer term, co-ordinated and programs should be evaluated to build an evidence base.

We're calling on parties to:

Commit \$5 million over four years to multicultural women's organisations to support the development and delivery of culturally safe and accessible programs for the primary prevention of violence against CALD women. The programs funded should be aligned to the key principles in the Multicultural Centre for Women's Health's 2017 'Intersectionality Matters: A guide to engaging immigrant and refugee communities to prevent violence against women'.

h. Establish a Gender Equality Unit to promote gender equality through policy and law change

In NSW, women experience inequality across the areas of health, wellbeing and safety, economic empowerment and leadership. In addition to women experiencing higher levels of sexual, domestic and family violence, women earn 18 per cent less than men, hold \$174,285 less superannuation at the age of 65 and mothers undertake 8.5 hours more of unpaid household work than fathers each week.¹⁵

NSW policy and law across these areas impacts on women differently to men and contributes to the gender inequality that drives gender-based violence. Aboriginal and Torres Strait Islander women, CALD women, women with disability and LGBTIQ people are also impacted in different ways.

An intersectional gender analysis of law and policy that affects women in NSW across all aspects of their lives should be undertaken in a systematic way. This would build an understanding of the impacts of policy and law on women and how they can be changed to promote gender equality.

We're calling on parties to:

Commit an additional \$10 million per year to Women NSW to establish a Gender Equality Unit to review key existing and new policy and legislation for their intersectional gender impacts and make recommendations to government for policy and law change to promote gender equality.

PRIORITY ONE | Create cultural change to prevent violence and promote gender equality

i. **Ensure women have the equal right to autonomy and health by decriminalising abortion in NSW**

In NSW, women can be imprisoned for up to ten years for having an abortion and health professionals who supply drugs for or carry out an abortion can also be imprisoned, unless the health professional honestly and reasonably believes that continuing a pregnancy is a risk to a woman's physical or mental health.

Abortion is listed in NSW as a criminal offence in sections 82-84 of the NSW Crimes Act 1900, affecting the rights of women in NSW. Other Australian jurisdictions have modernised their laws in relation to abortion with Victoria, Northern Territory, ACT and Tasmania removing abortion from their respective crime acts.

In the context of sexual, domestic and family violence, a perpetrator may use reproductive coercion and force pregnancy through sexual assault, insisting on unprotected sex, interfering with birth control measures, restricting access to contraception or threats.¹⁶

Women should have reasonable and safe access to abortion services in all circumstances. Legislation relating to abortion should acknowledge abortion as a health issue. This would be consistent with contemporary clinical practice, public health standards and regulations and international human rights.

We're calling on parties to:

Repeal the criminal offences listed in sections 82-84 of the NSW Crimes Act 1900.

PRIORITY TWO | Provide immediate and ongoing support for people experiencing violence

2. Provide immediate and ongoing support for people experiencing violence

Every person experiencing sexual, domestic and family violence should receive the immediate and ongoing support they need to be safe and heal.

THE REALITY

Between April 2017 to March 2018, 18,826 women and 3,459 children in NSW were assaulted in domestic violence related incidents recorded by Police. Over this same time period, 557 women and 541 children were sexually assaulted in domestic violence related incidents.¹⁷ These figures do not include the women and children whose experiences of assault are not recorded by NSW Police, and also do not include the women and children who experience emotional, social, financial and cultural abuse that is not recorded by NSW Police. Eight in ten women in Australia who experienced violence from a current partner had never contacted the police.¹⁸

THE SOLUTIONS

- a. Increase funding for specialist domestic and family violence services and crisis response services to support women experiencing domestic and family violence

Specialist domestic and family violence services report that they are unable to provide immediate and ongoing support to all women and children who seek their assistance, due to the lack of adequate funding to meet the demand.

Specialist domestic and family violence services include a range of services such as women's refuges and after-hours services that provide support and outreach, crisis accommodation and counselling. These services enhance the safety and wellbeing of women and children by providing: information and referrals to services, risk assessment and safety planning, support groups and ongoing case management to meet a range of the client's needs.

By adequately resourcing specialist domestic and family violence services, women and children will be able to access the immediate and ongoing support that they need to be safe and heal and to prevent further violence, injury and death.

We're calling on parties to:

Commit an additional \$310 million over four years for specialist domestic and family violence services (including for Aboriginal and Torres Strait Islander and CALD women and children, LGBTIQ people and children, and women and children with disability) and state-wide 24/7 crisis service responses to provide immediate support and ongoing case management and coordination.

PRIORITY TWO | Provide immediate and ongoing support for people experiencing violence

b. Fund Women's Health Centres to provide specialist health and therapeutic programs to women experiencing sexual, domestic and family violence

Sexual, domestic and family violence has profound health consequences on women and children. The Australian Longitudinal Study on Women's Health found that women who have experienced intimate partner violence have poorer mental and physical health throughout their lives.¹⁹

Women are more likely to disclose to a health service that they are experiencing sexual, domestic and family violence. In NSW, over 1 in 5 women disclosed domestic and family violence for the first time to a general practitioner. Despite this, women's health services do not receive specific funding to provide ongoing, targeted programs to women experiencing violence. An expansion of health interventions, such as counselling and therapeutic groups, is needed to support the expansion of programs across NSW that improve women's safety.

A recent review of women's health services commissioned by the NSW Ministry of Health noted that "it was sometimes difficult for women in NSW to access mainstream health services, especially women who have complex needs, women living on limited means and women who have experienced gender-based abuse".²⁰ Women's Health Centres (WHCs) across NSW provide an avenue for these women to access health-related care and support.

The review has identified that there are real benefits experienced by women as a result of the services offered through the WHCs, and it appears that the centres contribute to the following NSW health priorities:

- reducing intimate partner violence-related burden of disease
- reducing mental health related burden of disease
- reducing cancer-related burden of disease
- preventing or delaying chronic disease

We're calling on parties to:

Commit \$600,000 over four years to each of the 19 Women's Health Centres in NSW to fund specialist health and therapeutic programs for women experiencing violence.

PRIORITY TWO | Provide immediate and ongoing support for people experiencing violence

c. Fund Women's Domestic Violence Court Advocacy Services to provide case management support to women experiencing sexual, domestic and family violence

Since the expansion of the service in 2015, the Women's Domestic Violence Court Advocacy Services (WDVCASs) have experienced a 165% increase in referrals, 97% increase in clients, and 91% increase in service events. The NSW Domestic Violence Death Review Team Annual Report of 2017 highlights the need for additional supports for women attending court. The recent evaluation of WDVCASs recommends extending case management capacity to all services.

WDVCAS are the first responders to domestic violence in NSW following an incident of domestic violence involving police, meaning that case management within this service would reduce the gaps in support for women, and the need for them to tell their story to different agencies in order to receive support.

Currently only the Macarthur and Wagga Wagga WDVCASs are funded to provide case management for victims, and this has only been funded in the 2018 budget for a further 12 months until June 2019. In 2017, Macarthur WDVCAS provided case management services to 2,409 clients and Wagga Wagga WDVCAS provided case management services to 558 clients. Clients interviewed in the recent program evaluation who had access to case management services reported being extremely satisfied with the service received.²¹

Case management for women and children experiencing sexual, domestic and family violence improves their safety and wellbeing by: providing crisis and ongoing support tailored to their needs; helping them to navigate different service and legal systems safely; improving their access to a range of services; assessing risk on an ongoing basis and creating a safety plan; and supporting their long-term recovery.

If each of the WDVCAS services across NSW were funded to provide case management support for women experiencing domestic and family violence, this would improve their safety and wellbeing and their access to justice. Comprehensive support is particularly important for women who face additional barriers to accessing help, such as women with disability and young people. Macarthur WDVCAS is the only WDVCAS that has specialist disability focused and youth focused caseworkers.

We're calling on parties to:

Commit \$14 million over four years for 145 caseworkers across 29 Women's Domestic Violence Court Advocacy Services, based on the current Domestic Violence Intervention Court model in Wagga Wagga and Macarthur.

PRIORITY TWO | Provide immediate and ongoing support for people experiencing violence

d. Increase funding for the NSW Rape Crisis Centre to support women experiencing sexual violence

Over the last 24 months to March 2018, there has been a 7.2 per cent increase in sexual assault and 6.3 per cent increase in other sexual offences across NSW recorded by Police.²² Importantly, sexual assault is a crime that is significantly underreported. In Australia, almost one in five women and one in 20 men have experienced sexual violence since the age of 15 years. Almost one in ten women and one in 22 men have experienced sexual abuse before the age of 15 years.²³

NSW Rape Crisis Centre is the 24/7 telephone and online crisis counselling service for anyone in NSW who has experienced or is at risk of sexual assault and their supporters. Counselling for women who were sexually assaulted in childhood are also available from Women's Health Centres across NSW. Due to the high number of people who experience sexual assault in NSW, the Rape Crisis Centre is currently unable to meet the demand for its services.

Additional funding would allow the NSW Rape Crisis Centre to assist more people who have experienced sexual assault to access specialist trauma-informed counsellors when they need it, online therapeutic and support groups and access information and support about sexual violence. More people who have experienced sexual assault will be supported to understand their rights and options and empowered to make their own decisions to heal and recover.

We're calling on parties to:

Commit an additional \$1.7 million funding per year to the NSW Rape Crisis Centre.

e. Fund support during pregnancy and for the first 1000 days after birth for women at risk of experiencing domestic and family violence

Pregnant women are at a higher risk of experiencing sexual, domestic and family violence from their partner. A violent partner is more likely to start using violence or to increase the frequency and severity of the violence against a pregnant woman. This is harmful to the woman and to the unborn child as high levels of stress caused by the violence can affect the child's brain. This is why the period leading up to pregnancy and the first 1,000 days after birth is when targeted support is most needed for women and children at risk of experiencing violence.²⁴

A 2015 review commissioned by the NSW Government identified nurse-led home visiting programs as one of the most promising strategies for improving child development outcomes, with multiple studies demonstrating a return on investment of between 1.26 and 5.7. The largest nurse-led home visiting program in NSW, 'Sustaining NSW Families', currently operates in nine sites across the state.

PRIORITY TWO | Provide immediate and ongoing support for people experiencing violence

A 2015 evaluation of 'Sustaining NSW Families' found a strong case for its state-wide rollout given the positive outcomes being achieved for children and parents, and an estimated \$9,769 net benefit per child completing at least one year of the program.²⁵ Though the 2018-19 State Budget announced \$4.3 million to provide 35 nurses for increased post-natal home visits, more significant investment is needed to ensure more women and children can access the program across NSW.

A state-wide rollout of this type of program should also focus on ensuring the program is trauma-informed and tailored appropriately to the local context and diverse communities, including in regional and remote areas. In particular, it would need to address the needs of Aboriginal and Torres Strait Islander people, CALD people, LGBTIQ people and people with disability.

We're calling on parties to:

Commit to an additional \$55 million, including:

- \$33.75 million to establish six new sites for the 'Sustaining NSW Families' program
- \$18 million in recurrent funding to roll out sustained nurse-led home visits and provide ongoing support during pregnancy and at least up to the first 1000 days of birth for women, children and families at risk of experiencing violence across NSW
- \$2.85 million for an additional 23 nurses for increased post-natal home visits across NSW

f. Support women with disability to leave violence by meeting their crisis disability support needs

Women with disability experiencing domestic and family violence are more likely to experience abuse over extended periods of time. Where the carer of a woman with disability is her intimate partner, she is also at higher risk of sexual violence. Women with disability may face particular barriers to leaving a perpetrator of violence due to their disability support needs, economic dependence and social isolation.²⁶

Providing attendant care and other supports for women with disability experiencing domestic and family violence enables them to meet their disability support needs and helps to address the barriers to leaving a violent situation. In NSW, there is no specific initiative to provide attendant care to women and children with disability experiencing domestic and family violence. The National Disability Insurance Scheme is not a crisis service and cannot provide an immediate response to support women with disability to safely leave a perpetrator of violence.²⁷

Currently, women with disability may be forced to choose between using Victims Services support to purchase urgent items they require upon leaving violence or to meet their disability support needs. Ensuring that women with disability can access crisis disability support would help to address this, and potentially increase access to domestic and family violence services for women with disability who have certain disability support needs.

PRIORITY TWO | Provide immediate and ongoing support for people experiencing violence

In Victoria, women and children with disability who are experiencing domestic and family violence can access immediate crisis support worth up to \$9,000 including attendant care, equipment hire, Auslan interpreting and transport costs. There should be an equivalent initiative in NSW so that women and children with disability experiencing domestic and family violence can access the support they need to be safe. This should include outreach work to ensure that women and services know about the pilot and the available care.

We're calling on parties to:

Commit to providing \$1 million over two years for a pilot project to ensure women with disability who are leaving domestic and family violence can access crisis disability supports.

g. Ensure women with disability can access sexual, domestic and family violence services

Women with disability often face a number of barriers to accessing specialist domestic and family violence services and crisis accommodation. Information for clients may not be in accessible formats or workers may not communicate with women with disability in an appropriate and effective way. Services and crisis accommodation may be physically inaccessible to women with disability, including women with physical, vision or hearing impairments, or may be otherwise inaccessible to women with intellectual or psychosocial disability. Workers, including managers, may hold attitudes or behave in ways based on stereotypes and myths that make women with disability feel unsafe.²⁸

Specialist domestic and family violence services and crisis accommodation providers should make changes to become more accessible to women with disability. Online and print information should be developed in a range of accessible formats and Auslan and other interpreters should be made available. Service environments, including entrances, walkways and rooms, should be made more physically accessible. Staff should be trained and upskilled to engage respectfully with people with disability.

We're calling on parties to:

Commit \$6.42 million over three years to fund the assessment of the accessibility of sexual, domestic and family violence services and Specialist Homelessness Services by women with disability, supported by a disabled people's organisation where necessary.

Commit specific funding to sexual, domestic and family violence and homelessness services to improve their accessibility, in line with Domestic Violence NSW and People with Disability Australia's 'Women with Disability and Family and Domestic Violence Services: A Guide for Policy and Practice'.

PRIORITY TWO | Provide immediate and ongoing support for people experiencing violence

h. Provide support to LGBTIQ people experiencing sexual, domestic and family violence

There is little data available on the prevalence of sexual, domestic and family violence in LGBTIQ communities in Australia. The commonly cited Australian Bureau of Statistics' 'Personal Safety Survey' does not collect data on LGBTIQ identity. Small Australian studies and overseas research indicate that LGBTIQ people experience domestic and family violence at similar, if not higher, rates as heterosexual people.²⁹ A national survey conducted by the Australian Human Rights Commission found that LGBTIQ students experienced higher levels of sexual harassment and that bisexual and asexual students experienced the highest levels of sexual assault.³⁰

LGBTIQ people experiencing domestic and family violence may not seek support due to fear of, and actual, discrimination and stigma. LGBTIQ people may not recognise what they are experiencing as domestic and family violence since it is commonly portrayed as occurring in heterosexual relationships. LGBTIQ people also experience domestic and family violence in unique ways, for example perpetrators may use homophobia, transphobia and heterosexism as a way to exert power and control by threatening to 'out' their partner or family member.³¹

We're calling on parties to:

Commit \$1 million over five years to a state-wide specialist LGBTIQ domestic and family violence and specialist LGBTIQ sexual violence service to provide interventions and support to LGBTIQ communities.

Commit \$50,000 in research into sexual violence in LGBTIQ communities that focuses on prevalence rates, existing community awareness and successful interventions.

i. Make mainstream and domestic and family violence services safe for LGBTIQ people

There is a lack of services and resources, especially in smaller cities and rural areas, that recognise and respond to the specific needs of LGBTIQ people. Yet LGBTIQ people, including children and young people, often experience continued abuse and violence from their families and communities across their lifespan, related to their gender and sexual identity.

Mainstream services often lack an understanding of and sensitivity to LGBTIQ people's experiences of sexual, domestic and family violence, including the threat of 'outing' as a form of control. Services discriminate against LGBTIQ people in a range of ways. For example, intake forms can marginalise trans and intersex people and trans women may be excluded from 'women only' services.

PRIORITY TWO | Provide immediate and ongoing support for people experiencing violence

Mainstream community, health and legal, and domestic and family violence services must recognise that LGBTIQ people experience sexual, domestic and family violence and must provide safe and appropriate responses. Each mainstream domestic and family violence service should understand the experiences of LGBTIQ people and ensure that the service is inclusive of them.

We're calling on parties to:

Commit \$200,000 per year to a state-wide specialist LGBTIQ service to provide targeted support, training and resources to mainstream services across the state.

Commit to investigate the potential for mandatory specialist LGBTIQ workers to be employed in government funded domestic and family violence services state-wide.

j. Increase CALD women with disability's understanding of sexual, domestic and family violence

Multicultural and disability advocacy organisations report that CALD women with disability often face socio-economic disadvantage and language barriers in addition to disability-related barriers to accessing services. Women With Disabilities Australia has highlighted CALD women with disability as a particularly at risk group and the need for specific support and information for these women.³²

We're calling on parties to:

Commit funding to multicultural women's organisations to increase CALD women with disability's understanding of sexual, domestic and family violence and provide information and referrals about available services.

k. Research CALD women with disability's experiences of sexual, domestic and family violence

Australia's National Research Organisation for Women's Safety (ANROWS) has found that there is little known about the prevalence of sexual, domestic and family violence among CALD people with disability.³³ Research to understand the prevalence of the issue and experiences of CALD women with disability would enable the NSW government and sector to develop relevant policies and programs to address their needs.

We're calling on parties to:

Commit funding for research into the prevalence and experiences of sexual, domestic and family violence among CALD women with disability.

PRIORITY TWO | Provide immediate and ongoing support for people experiencing violence

l. Ensure children and young people who have experienced violence receive their own specialist support

Children and young people have distinct experiences of sexual, domestic and family violence. However, the current service system is not supported nor resourced to provide specialist support to children that addresses their unique and complex needs. Childhood trauma impacts a person's health, wellbeing, education, relationships and housing outcomes across their life cycle. Children and young people who have experienced trauma are at greater risk of entering the out-of-home-care system and coming into contact with the justice system.

Children and young people who experience sexual, domestic and family violence should be recognised as individual clients in their own right. They should receive specialist, child and youth-centred, trauma-informed support to help them feel safe at home, in culture and country and to recover from their experience. A specialist worker for children and young people should be embedded in every refuge, NSW Health sexual assault service, domestic and family violence service and Staying Home Leaving Violence program location in NSW.

We're calling on parties to:

Commit \$32 million over four years to embed a specialist worker to provide child and young people-centred, trauma-informed support for children and young people in every refuge, NSW Health sexual assault service, domestic and family violence service and 'Staying Home Leaving Violence' program location in NSW.

m. Support men who use violence to change their behaviour

Men who use family violence must be held accountable for the harm they cause to their families. Men's Behaviour Change Programs (MBCPs) support men who have used abusive and controlling behaviours towards their partners or family members to change their behaviour and build healthy and respectful relationships. The NSW Department of Justice's Minimum Standards for MBCPs provides a benchmark for programs to operate and be eligible to receive government funding and referrals. However there is currently no dedicated funding for the MBCP sector, apart from the four NSW Pilot programs that are in the final year of dedicated funding.

Currently there are nine NSW accredited programs running twenty-two MBCPs across the state. These programs are generally funded internally by organisations from various funding sources. This means that there is little oversight from funders on how that money is allocated or reported on in regards to MBCP outcomes. Programs are often allocated only enough funds to meet minimum program requirements for Intake and Assessment, a group program and minimal Partner Contact. Due to a lack of dedicated staffing, this work may not be integrated both within the service or the wider sexual, domestic and family violence service system.

PRIORITY TWO | Provide immediate and ongoing support for people experiencing violence

Tailored case management programs are best practice when working with men who use sexual, domestic and family violence who often have complex histories and needs. Integrating a case management system into MBCPs means that the program would be tailored to individual dynamic risk factors and service needs (mental health, alcohol and other drug misuse, poverty, homelessness, literacy and cultural requirements). Increased individual sessions alongside group participation that are tailored to risk levels and delivered by skilled MBCP practitioners enhance program participation and increase safety and reduce risk to partners, ex-partners and children who have experienced sexual, domestic and family violence.

We're calling on parties to:

Commit \$30 million over three years to NSW Registered Men's Behaviour Change Programs for community based interventions including tailored case management, additional individual sessions as well as group programs and partner support. The funded programs must meet the NSW Department of Justice Practice Standards for Men's Behaviour Change Programs.

PRIORITY THREE | Ensure people experiencing violence have a safe home

3. Ensure people experiencing violence have a safe home

Every person experiencing domestic and family violence has the right to a safe home.

THE REALITY

In 2016-17, 40 per cent of clients seeking Specialist Homelessness Services in Australia were experiencing domestic and family violence. Of these, 91 per cent were women and 48 per cent were single parents with a child or children.³⁴ People experiencing domestic and family violence need support to stay safely in their homes and connected to their support system of family, friends, school and communities. Being able to stay in their home promotes stability and can enable women to continue their education and maintain their employment.³⁵

When individuals and families need to leave their home, they must have access to appropriate crisis and transitional housing. In NSW, 34 per cent of people who are seeking support from specialist homelessness services are turned away. For people recovering from violence, access to social and affordable housing must be viable options over the long term. Research indicates that NSW requires an additional 5,000 social housing homes a year until 2026 for low income households and 7,500 additional affordable rental homes for people in rental stress.³⁶

THE SOLUTIONS

a. Give people experiencing violence the choice and support to remain safely in their home

Staying Home Leaving Violence (SHLV) aims to prevent women experiencing domestic and family violence and their children becoming homeless or having to move away from their support system of family and friends, and the school and community where they live.³⁷ It is important that women are empowered to choose to remain in their own home safely or to move to a new home safely.

The program supports women experiencing domestic and family violence and their children to stay safely at home if they choose. This is achieved by working with NSW Police and the courts to remove a violent partner from the home and by providing safety planning, improving home security, help in managing finances, support for children, and help with the legal process.

A study of women across three NSW sites found that 14 out of 17 of those women were living free from violence following their use of a SHLV service at the time the research was conducted.³⁸ Women provided positive feedback about their SHLV service providing emotional as well as practical longer-term support for them and their children to take out AVOs and report breaches, protect their children, maintain stable housing and regain their confidence and self-esteem.

Despite the evidence that the SHLV program can effectively support women and their children to live free from violence, the program is not available to women and children experiencing domestic and family violence across NSW. The NSW Safer Pathway reforms aim to ensure that people experiencing violence receive a consistent, effective responsive regardless of where they

PRIORITY THREE | Ensure people experiencing violence have a safe home

live, by streamlining and integrating safety assessment, referrals and service coordination for people experiencing domestic and family violence.³⁹ As part of this response, women and their children who have experienced domestic and family violence should be supported to stay safely in their homes and communities in all cases where it is safe and practicable to do so.

We're calling on parties to:

Commit additional funding of \$7.5 million per year to the Staying Home Leaving Violence program to meet the current demand to support women to stay safe at home.

Commit to fund the full integration of the Staying Home Leaving Violence program with the Safer Pathway reforms state-wide to ensure that every woman and child who is experiencing domestic and family violence is given the option and support to stay in their home safely.

b. Ensure all women and children experiencing domestic and family violence can immediately access crisis and transitional housing

NSW has a lack of safe crisis and transitional housing support for women and children experiencing violence who need to leave their home. These women and children often face lengthy waits and navigate fragmented processes when attempting to secure crisis and transitional housing and are routinely referred to emergency temporary accommodation, often in motels or caravan parks, which are often unsafe, while they are waiting for longer-term options to become available.⁴⁰

This can lead to women experiencing domestic and family violence staying in, or returning to, live with a violent partner due to a lack of safe housing. The NSW Domestic Violence Death Review Team found there were a number of women who were killed between 2015-17 who had been unable to obtain refuge or temporary housing.⁴¹ In January 2015, 26 year old Leila Alavi was killed by her husband after she had been turned away from refuges up to a dozen times.⁴²

We're calling on parties to:

Commit to provide additional \$150 million over four years for crisis and transitional housing provided by specialist domestic and family violence services and Specialist Homelessness Services to ensure 300 additional crisis accommodation places for people experiencing domestic and family violence.

Commit to develop a funded ten-year plan to end homelessness that is integrated with the NSW domestic and family violence service system and addresses: all the drivers of homelessness, including the lack of affordable housing, poverty and domestic and family violence; rapid rehousing for people who are homeless and help them to stay there; and the over-representation of Aboriginal people in the homelessness service system.

PRIORITY THREE | Ensure people experiencing violence have a safe home

c. Ensure women on temporary visas experiencing violence and their children can access a safe home

Women on temporary visas are at higher risk of experiencing sexual, domestic and family violence. An Australian government report found that “perpetrators of domestic and family violence use the threat of losing the right to remain in Australia as a means of controlling women, and motivating them to stay in violent relationships”.⁴³

Women on temporary visas experiencing violence face particular barriers accessing housing, income, healthcare, legal support and education and care for their children, due to their temporary visa status.⁴⁴ Services report that this group of women are more likely to stay with or return to a violent partner due to a lack of safe options. Women experiencing violence are on a range of temporary visas, including partner, family, working, student, visitor and carer visas.

In NSW, women on temporary visas can access temporary accommodation for only a few days if they are experiencing domestic and family violence. This group of women face barriers to accessing crisis accommodation due to their inability to access income, as they are not eligible for Centrelink and often do not have the right to work or have children in their care. NSW crisis accommodation providers are turning away women on temporary visas as they do not consider they are able to accommodate them for extended periods of time. Women on temporary visas cannot access social or community housing which is only available to permanent residents and citizens.⁴⁵

We’re calling on parties to:

Commit to increase funding to specialist domestic and family violence services and Specialist Homelessness Services to provide accommodation, social and material support to women on temporary visas who are experiencing sexual, domestic and family violence.

Commit to change housing eligibility policies so that women on temporary visas can apply for social and community housing and rental assistance and subsidies.

d. Ensure people experiencing domestic and family violence can access social housing

Women with children leaving violence need access to long-term accommodation to rebuild their lives. In our current high-cost housing market where affordable housing is limited and rare, often the only option is social housing or subsidised private rental. At 30 June 2017, there were nearly 56,000 people who had been assessed as eligible for social housing who were waiting for a home to become available.⁴⁶ This is despite social housing being only available to people on low incomes – a household must not exceed specified income limits. For example, a household with one adult and two children must not earn more than \$1,030 before tax.⁴⁷ The current waiting times for social housing are very long. In most areas across NSW, the expected waiting times are between five to 10 years for a property and many are 10+ years.

We're calling on parties to:

Commit to provide \$130 million over four years for new social housing and head-leasing of properties for people experiencing, or who have experienced, domestic and family violence.

e. Support people experiencing domestic and family violence to secure private rental housing

Due to the long waiting times for social housing, it is important that there are other alternatives to support people experiencing domestic and family violence to have a safe, stable home. Start Safely provides a short to medium-term subsidy for people experiencing domestic and family violence to secure private rental accommodation if they are eligible for social housing.⁴⁸ Start Safely can help to prevent a person from becoming homeless and financially support them to live in stable housing.

We're calling on parties to:

Commit to provide additional \$25 million per year to Start Safely to meet the current demand to help people leaving domestic and family violence move into stable housing in the private rental market.

PRIORITY THREE | Ensure people experiencing violence have a safe home

f. Enable a person who is experiencing domestic and family violence to end their tenancy immediately without penalty

People experiencing domestic and family violence may be prevented from leaving a violent partner if they are renting the home in which they are living and face difficulties in ending their tenancy without penalty. In May 2018, the NSW government announced additional proposed changes to the Residential Tenancies Act 2010 (NSW) to allow tenants to terminate their tenancy immediately and without penalty by providing evidence of domestic violence through a statutory declaration made by a medical professional, in addition to a provisional, interim or final AVO, certificate of conviction or family law injunction.

Though the proposed changes are very positive, many women who experience domestic and family violence will still not be able to provide the evidence required. In 2017, Women's Legal Service NSW conducted a survey of women experiencing domestic and family violence that found women reported the violence to domestic violence workers, psychologists, community workers, social workers, homelessness workers, child protection workers, nurses and disability advocates.⁴⁹

We're calling on parties to:

Commit to implement legislative changes to the Residential Tenancies Act 2010 (NSW) to ensure a person experiencing domestic and family violence can end their tenancy immediately without penalty when they provide their landlord a notice of termination with evidence of domestic violence. Evidence should include a declaration from a list of competent people that includes: psychologists, social workers, health workers, counsellors, domestic violence specialist workers, sexual assault specialist workers, disability advocates, community access workers, Aboriginal Corporations, homelessness or housing workers and tenancy workers.

g. Prohibit the blacklisting of tenants who have experienced domestic and family violence and hold perpetrators of violence accountable for any damage they cause to rental property

We're calling on parties to:

Commit to prohibit landlords, their agents and database operators from blacklisting a tenant and from listing any personal information about a person on a residential tenancy database if they have knowledge that the person experienced domestic and family violence.

Commit to hold perpetrators of violence accountable for any damage they cause to the property.

PRIORITY FOUR | Ensure people experiencing violence can access justice safely

4. Ensure people experiencing violence can access justice safely

Every person who has experienced violence should receive the legal, social and financial support they need to access justice safely.

THE REALITY

In 2017, 29,513 Apprehended Domestic Violence Orders were granted, 45,606 domestic violence offences and 1,077 child sex offence charges were finalised in NSW local courts. Importantly, only two in ten women in Australia who experienced violence from a current partner had contacted the police.⁵⁰ 3,288 domestic violence offences charges were finalised and 490 child sex offences charges were finalised in NSW Children's Courts. Over 40 per cent of family law matters that go to court involve allegations of domestic and family violence.⁵¹

THE SOLUTIONS

a. Provide legal and social support to women experiencing sexual, domestic and family violence

Women and children experiencing sexual, domestic and family violence are more likely to have multiple and complex legal issues relating to Apprehended Violence Orders, family law, care and protection of children, victims support, housing and tenancy and debt. This means that women and children experiencing sexual, domestic and family violence often have to engage with a number of institutions including Police, Child Protection and different courts.⁵²

Women's Legal Service NSW and Wirringa Baiya Aboriginal Women's Legal Centre provide specialist legal information, advice and casework to women experiencing sexual, domestic and family violence. These services take steps to ensure legal support is provided in a culturally safe way, in person and over the phone, and employ Aboriginal workers. These services also do outreach at Women's Health Centres, Family Relationship Centres, Women's Correctional Centres, Aboriginal Community Controlled organisations and in Aboriginal communities, to ensure more women who experience violence can access legal help.

Women's Legal Service NSW turns away 30 per cent of women seeking their services due to a lack of adequate funding and resources. Similarly, the Productivity Commission has found there is a significant level of unmet legal need among disadvantaged women who experience domestic and family violence, particularly in family law and civil law.⁵³

Wirringa Baiya Aboriginal Women's Legal Centre is an Aboriginal Community Controlled organisation that provides specialist legal information, advice and casework to Aboriginal and Torres Strait Islander women, youth and children on a range of family law and civil law matters, including care and protection matters. Other Aboriginal Community Controlled legal services in NSW include the Family Violence Prevention Legal Services (FVPLSs) and the Aboriginal Legal Service (ALS), which also assist women experiencing sexual, domestic and family violence.

Increased funding for specialist women's legal services and programs, FVPLSs, ALS and Community Legal Centres would enable more women and children experiencing violence to receive the legal support they need.

PRIORITY FOUR | Ensure people experiencing violence can access justice safely

In addition, specific funding for lawyers and social workers for the Legal Education and Advice in Prison (LEAP) for Women program is needed to provide family and civil law legal assistance for women in prison. Women in prison and at risk of entering prison have often experienced high rates of sexual, domestic and family violence across their lifespan from childhood.

We're calling on parties to:

Commit to providing \$25.86 million additional funding per year for specialist women's legal services and community legal centres across NSW to meet the multiple and complex legal needs of women and children experiencing domestic and family violence. This must include legal and social support for Aboriginal women, women living in regional, rural and remote areas and women in prison.

- Additional \$4 million per year to Wirringa Baiya Aboriginal Women's Legal Centre
- Additional \$4 million per year for the Women's Legal Service NSW
- \$1.8 million per year for the Legal Education and Advice in Prison (LEAP) for Women program to provide family and civil law legal assistance for women in prison
- Additional \$5.72 million per year for the Aboriginal Legal Access Program to employ Aboriginal legal access workers at community legal centres across NSW
- Additional \$10.34 million per year to embed care and protection teams consisting of solicitors and community support workers in community legal centres across NSW
- Additional funding for each of the Family Violence Prevention Legal Services in NSW and the Aboriginal Legal Service to expand their domestic and family violence, family law and care and protection work

b. Make courts safe for people who have experienced sexual, domestic and family violence

People who experience sexual, domestic and family violence can be required to attend court to provide evidence of the violence. People can experience intimidation, abuse and physical violence by the perpetrator and their supporters while waiting for their case to be called, during the court hearing, or when leaving the court. These risks to a person's safety often cause fear and anxiety and can make attending court a traumatising experience.

People experiencing violence face particular barriers when attending court in rural, regional and remote areas, where the courts are often very small and have limited facilities. People who have experienced violence can be required to spend many hours in close physical proximity with the perpetrator which puts their safety at risk. Many regional and remote courts have no meeting rooms for lawyers to speak with their clients privately and no safe rooms.⁵⁴

PRIORITY FOUR | Ensure people experiencing violence can access justice safely

Aboriginal and Torres Strait Islander women and CALD women may face additional barriers to attending court. They may fear community reprisal and shaming about the sexual, domestic and family violence. They may have to attend court alone because their community does not approve or the perpetrator has kept them socially isolated. CALD women with disability can face even greater challenges, as the disability supports in place may not be culturally appropriate.⁵⁵

By ensuring that all people who have experienced sexual, domestic and family violence can access courts safely, people will be more likely to engage with the justice system to ensure their safety and hold perpetrators of violence accountable.

We're calling on parties to:

Commit to provide safe waiting areas and rooms that are accessible for people with disability, separate entry and exit points, quality audio-visual link and interpreting facilities across 152 Local, 9 Children's and 14 family law courts.

Commit to provide financial support for travel, childcare and other costs to enable people who have experienced sexual, domestic and family violence to safely attend court.

c. Establish specialist domestic and family violence courts

People who have experienced domestic and family violence should be able to access a court that understands domestic and family violence, supports them to participate in a fair hearing and holds perpetrators of violence to account. In NSW, people who are experiencing domestic and family violence can be required to attend different courts on multiple occasions for Apprehended Violence Order applications, criminal matters related to domestic and family violence, and family law matters.⁵⁶ This can be a confusing and intimidating process and may re-traumatise people who have to re-tell their experiences of the violence again and again.

Specialist integrated domestic and family violence courts with combined jurisdiction should be established in NSW to hear apprehended violence order matters, criminal matters related to domestic and family violence, and family law matters (to the extent that family law jurisdiction is conferred on NSW courts). This was recommended by the NSW and Australian Law Reform Commissions in their 2010 report on legal responses to family violence.⁵⁷ The evaluation of the Southport Domestic and Family Violence Court found that matters and services were better coordinated and that people who experienced violence were more satisfied and more likely to perceive there was procedural justice and that offenders were being held accountable.⁵⁸

The Commissions recommended that the courts should have specialist judicial officers and prosecutors; provide regular domestic and family violence training for judicial officers, prosecutors, lawyers and registrars; provide legal and non-legal support for victim-survivors; and make arrangements to enhance the safety of victim-survivors.

PRIORITY FOUR | Ensure people experiencing violence can access justice safely

In addition, the court should draw on the Southport model to include: dedicated courtrooms; closed court proceedings; allocated Magistrates; case management; dedicated court registry with staff who understand domestic and family violence; provide support to people who have used violence; and enhanced coordination and strengthened collaborative relationships between the court, domestic and family violence services, police prosecutors and duty lawyers.

We're calling on parties to:

Commit to establish specialist domestic and family violence courts in metropolitan and regional and regional areas of NSW in meaningful partnership with relevant local stakeholders.

Commit to ensure the specialist domestic and family violence courts are culturally safe and accessible to Aboriginal and Torres Strait Islander, CALD and LGBTIQ people and people with disability.

d. Improve access to recognition payments and financial support for people who have experienced sexual, domestic and family violence

In NSW, primary victims of an act of violence are eligible to apply for a 'recognition payment' from Victims Services NSW that acknowledges the trauma they suffered. There are different categories of recognition payments that relate to homicide, sexual assault, grievous bodily harm, child abuse, assault and robbery. There is no specific category relating to domestic and family violence. The most common category for domestic violence is assault that provides the lowest recognition payment of \$1,500.

To be eligible for financial assistance, people who have experienced violence must make an application within two years of the act of violence or two years after the day of turning 18 years. There is an exception for child sexual abuse, though only limited financial support is available if the person who has experienced child sexual abuse applies after the two year time limit. If they apply after two years they are not eligible for medical and dental expenses.

For a recognition payment, people who have experienced domestic violence, sexual assault and child abuse must make an application within 10 years from the act of violence (or 10 years after the day of turning 18 years). There is no time limit for a recognition payment for child sexual abuse. Of the 759 recognition payment applications that were dismissed in 2016-17, the application being 'out of time' accounted for 18 per cent of the dismissals.⁵⁹

People who have experienced violence may not disclose their experiences nor seek support for many years due to fear and stigma, not identifying what has happened is a crime, and family and social pressures.⁶⁰ A person should receive recognition of their trauma and be financially supported to recover no matter how many years have passed since they experienced violence, and often the trauma is ongoing.



PRIORITY FOUR | Ensure people experiencing violence can access justice safely

We're calling on parties to:

Commit to improve the victim support scheme by strengthening the Victims' Rights and Support Act and Scheme to introduce:

- better recognition of sexual assault through higher recognition payments,
- better recognition of physical and psychological forms of domestic violence through higher recognition payments, including for a series of related acts,
- removing upper time limits for recognition payments for victims of domestic violence, sexual assault and child abuse; and
- removing the two year time limit for all forms of financial assistance for victims of domestic violence, sexual assault, child sexual assault and child abuse.

e. Ensure ready and easy access to brokerage funding for all people experiencing domestic and family violence

There is a great need for people experiencing domestic and family violence to have immediate access to financial supports in order to increase their safety and wellbeing. Research indicates that the time following a violent incident can be particularly unsafe for women.⁶¹ Research also indicates that a lack of access to money can be a key factor for women staying in violent relationships.⁶²

In NSW, Victim Services packages for immediate needs are difficult to access due to the large amount of paperwork involved and a long wait time. The 2016-17 Victim Services' data profiles show that the average time for immediate needs payments for Domestic Violence are 8.6 weeks (shortest time is the same day and longest time is 3 years). The average processing time for immediate needs payments for sexual assault is 10.2 weeks (shortest time is the same day and longest time 3.1 years).⁶³

We're calling on parties to:

Commit to enable specialist domestic and family violence services to flexibly dispense Victim Services Support Packages for immediate needs to people experiencing domestic and family violence to increase their safety and wellbeing.

PRIORITY FOUR | Ensure people experiencing violence can access justice safely

f. Establish additional domestic and family violence forensic units across the state

There is a lack of high quality forensic medical facilities in NSW to support people who have experienced domestic and family violence who are physically injured to obtain evidence for legal processes. The Domestic Violence Documentation Project, first trialled in Nepean Hospital in 2010, ensures a team of forensic doctors and nurses record a history of events and provide full examination and documentation of injuries, diagrams, digital photos, expert opinion and expert witnesses if required. The report is submitted to NSW Police to be added to the court case file. Within the first year, the Forensic Medical Unit recorded an 18 per cent increase in convictions compared to when standard reports are used in court.⁶⁴ The medical unit also provides social support and medical interventions as necessary.

Fund a further 6 DV forensic units across the state in regional and metro areas to substantially increase the number of people able to access forensic medical facilities, increase the number of convictions of domestic violence offenders and improve the level of medical treatment provided to victims.

g. Train NSW Police officers to respond appropriately and consistently to breaches of Apprehended Violence Orders (AVOs)

Whilst police practices have improved, people experiencing domestic and family violence who report breaches of AVOs do not receive consistent responses to all reports of breaches.⁶⁵ This is traumatising, may deter people from making future reports of violence and increases the risks to their safety. Australian research has found that “nearly 60 per cent of police surveyed indicated their belief that “often” victims assisted a perpetrator to breach a Domestic Violence Protection Order, affecting enforcement”.⁶⁶

Certain groups who are at risk of experiencing domestic and family violence face particular barriers to reporting breaches of AVOs. The National Family Violence Prevention Legal Services Forum has raised concerns that when Aboriginal and Torres Strait Islander people women violence, police may ‘disbelieve, minimise or trivialise’ their experiences.⁶⁷ CALD women experiencing violence may need an interpreter and women with disability may need supports to report violence. LGBTIQ people may fear that they will experience discrimination from Police.

We’re calling on parties to:

Commit to ensuring NSW Police Officers respond appropriately and consistently to, and collect evidence of all, breaches of AVOs, including of non-physical violence. NSW Police Officers should meet regularly with the local domestic and family violence services to enable the service to raise any AVO breaches that have not been responded to.

PRIORITY FOUR | Ensure people experiencing violence can access justice safely

Commit to substantially increase the mandatory evidence-based training to new and experienced NSW Police Officers to understand the nature and dynamics of domestic and family violence and work with people experiencing violence in a culturally safe and disability aware way.

h. Train NSW Police officers on how to identify a person who is the predominant aggressor of domestic and family violence

Police have sometimes incorrectly identified women who are experiencing domestic and family violence as the perpetrator. This can increase the risk to a woman's safety by discouraging her from seeking support from Police in the future. If an Apprehended Domestic Violence Order (ADVO) is taken out against her, this can have severe consequences including: intervention by child protection services, a loss of care of children in family law proceedings and loss of employment.⁶⁸

Women's Legal Service NSW research into women defendants to ADVOs in local courts in NSW in 2010 found:

"Over two-thirds of our women clients defending AVOs reported that they were the victims of violence in their relationships. Fewer than 40 per cent of these clients had a final AVO made against them when the case came before the court.

Many of the women defending AVOs reported that when police had been called after a violent incident, they felt that their version of events had not been viewed as credible compared with the other party, due to the circumstances of their heightened stress and anxiety.

Other women reported that they believed the other party had deliberately initiated AVO proceedings as a further mechanism of controlling their behaviour, by giving them the ability to threaten them with reports to police in the future.

In the majority of cases where women were defending AVOs, the other party's complaint related to a single incident only. In several of these cases injuries to the other party could be indicative of self-defence, such as scratching or biting on the arm or hand."

We're calling on parties to:

Commit to increase the level of mandatory training to new and existing NSW Police Officers on how to identify who is the predominant aggressor when attending incidents and collecting evidence of domestic and family violence.

PRIORITY FOUR | Ensure people experiencing violence can access justice safely

i. Train NSW Police Officers and prosecutors to identify attempted strangulation

People experiencing domestic and family violence who are strangled by their partners are at high risk of being killed, with one study finding that the risk of future homicide increased by eight times.⁶⁹ People who have been strangled also experience long-term physical and psychological impacts. However attempted strangulation is often not identified by NSW Police Officers and prosecutors who may lack understanding of the signs and symptoms.

Studies have found that police need improved training to recognise strangulation and attempted strangulation.⁷⁰ People who have been strangled often do not understand the seriousness of the incident and they often do not think they need medical attention. In about half of all cases, victims will show no visible injury, however there will usually be temporary symptoms. The more serious effects of non-fatal strangulation may only emerge days or weeks after the event. If a charge is made for a lesser offence, such as assault instead of strangulation, this does not indicate the seriousness of the offence and the high level of harm and risk to the person experiencing violence.

We're calling on parties to:

Commit to introduce mandatory training for new and existing NSW Police Officers and prosecutors to recognise the signs and symptoms of strangulation and attempted strangulation, to collect the relevant evidence, refer appropriately to health professionals and make the appropriate charges.

PRIORITY FIVE | Enable Aboriginal and Torres Strait Islander Peoples to lead change to end violence against Aboriginal and Torres Strait Islander women and children

5. Enable Aboriginal and Torres Strait Islander Peoples to lead change to end violence against Aboriginal and Torres Strait Islander women and children

Every Aboriginal and Torres Strait Islander woman and child has the right to live free from violence.

THE REALITY

Aboriginal and Torres Strait Islander women experience violence at three times the rate of non-Indigenous women and are 30 times more likely to be hospitalised due to domestic and family violence.⁷¹ Three in five Aboriginal and Torres Strait Islander women have experienced sexual or physical violence perpetrated by an intimate partner.⁷² Violence against Aboriginal and Torres Strait Islander women and children is perpetrated by men of all cultural backgrounds.⁷³

The ongoing impacts of colonisation on Aboriginal and Torres Strait Islander people, families and communities and for non-Indigenous people and society, in addition to gendered factors, drive violence against Aboriginal and Torres Strait Islander women.⁷⁴ Some of these impacts include systemic oppression and racism; racialised structural inequalities of power; and condoning of, and insufficient accountability for, violence against Aboriginal and Torres Strait Islander people.⁷⁵

Aboriginal and Torres Strait Islander children are at greater risk of experiencing domestic and family violence and are seven times as likely to experience child abuse or neglect as non-Indigenous children.⁷⁶ Domestic and family violence is a factor contributing to Aboriginal children being removed from their families at increasing rates and 7.4% of all Aboriginal children are in Out Of Home Care (OOHC), compared to 1% of all children and young people in NSW.⁷⁷ These Aboriginal children experience poorer health, education and wellbeing outcomes while in OOHC and across their lifespan.⁷⁸

*Aboriginal and Torres Strait Islander women experience violence at
3 times the rate of non indigenous women*

*Aboriginal and Torres Strait Islander women are **30 times** more likely to be hospitalised due to domestic and family violence*

***3 in 5 Aboriginal and Torres Strait Islander women** have experienced sexual or physical violence*

PRIORITY FIVE | Enable Aboriginal and Torres Strait Islander Peoples to lead change to end violence against Aboriginal and Torres Strait Islander women and children

THE SOLUTIONS

a. Establish an Aboriginal and Torres Strait Islander Women's Advisory Group and specialist unit on Sexual, Domestic and Family Violence to inform whole of NSW government

Aboriginal and Torres Strait Islander women who are experiencing sexual, domestic and family violence face a range of barriers to reporting and seeking support including: fear and mistrust of government agencies and Police; discrimination and culturally inappropriate responses; community pressure to not report violence to the Police or to not leave a violent relationship; and poverty and disadvantage due to the ongoing impacts of colonisation and dispossession.⁷⁹

Aboriginal and Torres Strait Islander women hold cultural knowledge and have lived experiences that enable them to better understand how government strategy, policies and programs impact on their communities. Enabling Aboriginal and Torres Strait Islander women to hold a central role in informing the development of government strategy, policies and programs related to sexual, domestic and family violence would promote the safety and wellbeing of women and children.

The establishment of an Aboriginal and Torres Strait Islander Women's Advisory Group would help to ensure that the government prioritises preventing and ending violence against Aboriginal and Torres Strait Islander women in a way that upholds their right to self-determination. Research has found that when Indigenous Peoples control the responses to issues facing their communities, better outcomes are achieved.⁸⁰

We're calling on parties to:

Commit to establish an independent Aboriginal and Torres Strait Islander Women's Advisory Group to provide direct, meaningful and regular advice to whole of NSW government on strategy, policies and programs related to sexual, domestic and family violence. The group should have access to regular engagement with Ministers and Departmental Secretaries. The Advisory Group should consist of Aboriginal and Torres Strait Islander women with expertise in sexual, domestic and family violence from a range of metropolitan, rural, regional and remote areas. Sitting fees, travel costs and other necessary supports should be provided to enable participation in the Advisory Group.

Commit to establish a highly specialised unit on preventing and ending sexual, domestic and family violence against Aboriginal and Torres Strait Islander women and children in the NSW Department of Premier and Cabinet. The unit should be staffed by people with relevant expertise and provide advice and coordinate activities across whole of NSW government, as well as reporting directly to the Premier. The unit should work closely with, be guided by and provide secretariat support for the Aboriginal and Torres Strait Islander Women's Advisory Group.

PRIORITY FIVE | Enable Aboriginal and Torres Strait Islander Peoples to lead change to end violence against Aboriginal and Torres Strait Islander women and children

b. Ensure Aboriginal and Torres Strait Islander women and children experiencing sexual, domestic and family violence can access specialist, culturally specific and culturally safe support

Due to the ongoing impacts of colonisation, Aboriginal and Torres Strait Islander women and communities often distrust mainstream services, the government and the legal system due to fear of removal of children. Aboriginal and Torres Strait Islander women may also experience discrimination or culturally inappropriate responses from mainstream services and may not believe that they will 'understand and respect the[ir] needs, autonomy and wishes'.⁸¹

Many Aboriginal people strongly prefer to receive services from Aboriginal Community Controlled Organisations (ACCO).⁸² These services are well connected to communities and are better able to engage community members and to understand and respond to trauma.⁸³ ACCOs hold the knowledge and relationships to refer people to the culturally safe services to address their accommodation, support and healing needs.⁸⁴

It is essential that there are well resourced ACCOs to provide specialist support to Aboriginal and Torres Strait Islander women experiencing sexual, domestic and family violence that is safe and confidential. Aboriginal and Torres Strait Islander women may feel concerned about privacy and the community and pressure to stay with a violent partner and to keep their family together.⁸⁵

We're calling on parties to:

Commit to provide \$60 million to ACCOs with specialist expertise in sexual, domestic and family violence to expand their services for Aboriginal women and children.

PRIORITY SIX | Be accountable to specialist workers and the wider community

6. Be accountable to specialist workers and the wider community

A good government is accountable to specialist workers and the wider community for preventing and ending sexual, domestic and family violence.

THE REALITY

There are a lack of adequate accountability mechanisms and structures to enable specialist workers and the wider community to hold the NSW government accountable for preventing and ending sexual, domestic and family violence. The government is not joined up and programs are often ad hoc, short term and lack coordination.

THE SOLUTIONS

a. Move the responsibility for sexual, domestic and family violence to a central government agency

In Australia, one woman is killed every week by a current or former partner.⁸⁶ Sexual, domestic and family violence should be the key priority of the NSW government. Yet coordination of NSW Government actions for sexual, domestic and family violence is currently held by a small agency (Women NSW) within the Department of Family and Community Services. This limits its ability to provide a whole-of-government and cross-agency policy and monitoring role.

We're calling on parties to:

Commit to establish a Sexual, Domestic and Family Violence Unit in the Department of Premier and Cabinet to coordinate activities across NSW Government. The unit should report directly to the Premier on progress in preventing and ending sexual, domestic and family violence and supporting people who have experienced sexual, domestic and family violence in NSW. The unit should formally engage specialist women's sexual, domestic and family violence services to provide expert sector input into government decision-making.

b. Implement all recommendations of the NSW Domestic Violence Death Review Team

The NSW DVDRT reviews domestic violence related deaths and uses the cases "as a window, or a lens, into systems, services and communities, identifying opportunities for intervention, prevention or where the story may have been changed".⁸⁷ The DVDRT makes recommendations to the NSW government for policy and law changes to prevent domestic and family violence and improve the responses to domestic and family violence.

The NSW Government has indicated that it does not support DVDRT Recommendations 1.1 and 1.2 to become a member of Our Watch and for the DVDRT Secretariat to work with Our Watch to analyse media reporting around murder suicides in New South Wales and disseminate its research

PRIORITY SIX | Be accountable to specialist workers and the wider community

findings.⁸⁸ The NSW Government also indicated it “supported in principle, subject to available resources” Recommendation 29.1 to fund an expansion in allocation of social and affordable housing for clients escaping domestic and family violence.

The NSW government should implement all recommendations of the NSW DVDRT by committing the necessary funding and resources to prevent women and children from being killed.

We’re calling on parties to:

Commit to implement all recommendations of the NSW Domestic Violence Death Review Team and allocate resources to ensure their full implementation.

Commit to provide reasons whenever recommendations of the NSW Domestic Violence Death Review Team are not fully supported or implemented.

Commit to reform membership of the NSW Domestic Violence Death Review Team to include additional non-government representation of sector experts and members from rural and regional areas and to ensure parity in the number of NSW Government and non-government members.

c. Reform the NSW Domestic and Family Violence and Sexual Assault Council

Specialist workers in the sexual, domestic and family violence sector have valuable knowledge and expertise to contribute to policy-making and decision-making processes. NSW government should engage with the sector in a meaningful and effective way that values their skills and experience and enables them to genuinely influence and shape policy. Government advisory bodies should represent the diversity of the sexual, domestic and family violence sector.

The NSW Domestic and Family Violence and Sexual Assault Council brings together representatives from government, non-government organisations and academia to provide advice to the NSW Government on legislation, policy and programs.⁸⁹ The NSW Government should be accountable to the members of the Council to ensure that concerns raised are adequately addressed.

We’re calling on parties to:

Commit to expand membership of the NSW Domestic and Family Violence and Sexual Assault Council (the Council) to include additional non-government organisation representatives from the sexual, domestic and family violence sectors including:

- organisations representing or working with Aboriginal and Torres Strait Islander, CALD and LGBTIQ women, and women with disability and women in prison;
- women’s legal services;
- women’s health services;

PRIORITY SIX | Be accountable to specialist workers and the wider community

- women who have experienced sexual, domestic and family violence;
- organisations based in rural and regional areas; and
- the Australian National Research Organisation for Women's Safety (ANROWS).

Commit to amend the Council's Terms of Reference to include oversight of the implementation of the NSW Domestic and Family Violence Blueprint for Reform 2016-2021: Safer Lives for Women, Men and Children; the NSW Domestic and Family Violence Prevention and Early Intervention Strategy 2017 – 2021; and the NSW Sexual Assault Strategy 2018-2021.

Commit to improve the transparency and accountability of the Council by ensuring that:

- the NSW Domestic and Family Violence Reforms Delivery Board meets with the Council four times a year to seek its advice;
- the Council Secretariat publically publishes timely communique after meetings;
- the Council provides an annual report, published on a Government website;

Commit to support the participation of non-government representatives from sexual, domestic and family violence services by paying their sitting fees and travel costs and the costs of any support workers to enable women with disability to attend Council meetings.

Commit to change the name of the Council to the NSW Sexual, Domestic and Family Violence Council to ensure all forms of sexual violence are included.

d. Reform the NSW Domestic and Family Violence Reforms Delivery Board

We're calling on parties to:

Commit to strengthen the capacity of the NSW Domestic and Family Violence Reforms Delivery Board (the Board) to provide governance and ensure accountability across the service system by amending its Terms of Reference to require: a minimum of four meetings per year with the NSW Sexual, Domestic and Family Violence Council, and a minimum of four meetings per year with the Aboriginal and Torres Strait Islander Women's Advisory Group on sexual, domestic and family violence.

Commit to change the name of the Board to the NSW Sexual, Domestic and Family Violence Reforms Delivery Board to ensure all forms of sexual violence are included and amend the Board's Terms of Reference to include oversight of the implementation of the NSW Sexual Assault Strategy 2018-2021.

e. Establish a taskforce focused on improving the criminal justice response to sexual violence

We're calling on parties to:

Commit to establish a taskforce to conduct a comprehensive review of the criminal justice response to sexual violence. The taskforce should comprise government and non-government agencies, legal practitioners, judicial officers and court staff, sexual violence service providers, academics and people who have experienced sexual violence if they are willing. The taskforce should be resourced \$3.5 million over 18 months and be supported by a specially formed unit of the NSW Law Reform Commission.

f. Improve regional governance to support coordinated local decision-making

We're calling on parties to:

Commit to improve regional governance to support coordinated local decision-making in rural and regional areas across the service system. Create a mechanism to enable rural and regional sexual, domestic and family violence service providers to raise policy and program issues in rural and regional areas with government and to ensure government must address those issues.

g. Develop and implement a whole-of-system workforce strategy to ensure high quality responses to sexual, domestic and family violence in a trauma-informed way

We're calling on parties to:

Commit to provide \$2 million in funding over two years to develop and implement a comprehensive workforce capability strategy to ensure high quality responses to sexual, domestic and family violence across the whole service system. The strategy should identify current knowledge and skill gaps and develop an educational and professional development package for workers and students in the fields of social work, healthcare and medicine and law on:

- How to work in a trauma-informed way with people who have experienced sexual, domestic, and family violence;
- How to work effectively with people who have used violence; and
- How to work in a culturally safe way with Aboriginal and Torres Strait Islander, CALD and LGBTIQ people and people with disability.

PRIORITY SIX | Be accountable to specialist workers and the wider community

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- h. Train specialist, mainstream, and government workers, legal practitioners, judicial officers and court staff to respond to sexual, domestic and family violence in a trauma-informed way

We're calling on parties to:

Commit to investing \$10 million over two years to provide immediate training on the nature and dynamics of sexual, domestic and family violence and how to respond to people experiencing violence in a trauma-informed way to:

- Sexual, domestic and family violence workers.
- All child protection workers in the Department of Family and Community Services (FACS) and non-government service providers;
- Workers in the housing, health and education sectors; and
- Legal practitioners, judicial officers and court staff.

The training could include the Education Centre Against Violence's four-day competency-based course on 'Practical skills in responding to people who experience domestic and family violence'.

-
- i. Train specialist, mainstream, and government workers, legal practitioners, judicial officers and court staff to work in a culturally safe and disability aware way with Aboriginal and Torres Strait Islander, CALD and LGBTIQ people and people with disability

We're calling on parties to:

Commit to fund Aboriginal Community Controlled Organisations, immigrant women's organisations, LGBTIQ specific organisations and disabled people's organisations that work with people experiencing sexual, domestic and family violence to provide training on how to work in a culturally safe and disability aware way to:

- Sexual, domestic and family violence workers;
- All child protection workers in the Department of Family and Community Services (FACS) and non-government service providers;
- Workers in the housing, health and education sectors; and
- Legal practitioners, judicial officers and court staff.

PRIORITY SIX | Be accountable to specialist workers and the wider community

NSW Women's Alliance

The NSW Women's Alliance was established in 2012 by a number of NSW peak organisations and state-wide service providers responding to and working to prevent violence against women. It meets monthly to discuss policy and legal issues relating to sexual, domestic and family violence.

The Alliance developed this policy platform for A Safe State in the lead up to the 2019 NSW Election to call on all political parties to act to end sexual, domestic and family violence. It builds upon the Alliance's previous platform for A Safer State developed in the lead up to the 2015 NSW Election.

Current members:

- Domestic Violence NSW (co-convenor)
- Rape and Domestic Violence Services Australia (co-convenor)
- Women's Health NSW
- Women's Domestic Violence Court Advocacy Service NSW
- Women's Legal Service NSW
- Wirringa Baiya Aboriginal Women's Legal Service
- Immigrant Women's Speakout Association NSW
- People With Disability Australia (NSW)
- ACON
- Multicultural Disability Advocacy Association
- No To Violence
- NSW Council of Social Service (NCOSS)
- WESNET
- Youth Action



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Item No: 6.2
Title: Notice of Motion - Toukley Cenotaph Restoration Project
Department: Councillor

26 November 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-05 - D13388340

Author: Greg Best, Councillor

Councillor Best has given notice that at the Ordinary Meeting of Council to be held on 26 November 2018 he will move the following motion:

- 1 *That Council congratulate the Toukley RSL sub branch for their outstanding and ongoing work in the restoration of the Toukley Cenotaph, that holds the ashes of currently some 408 veterans including 8 Gallipoli veterans.***
- 2 *That Council, further to representations made by sub branch President Mr Bob Wilson and sub branches Patron Ms Karen McNamara. make available in the 2019/20 budget and allocation that represents one third of the total restoration funds sought.***
- 3 *That Council now request both the State and Federal Government to join Council and the RSL sub branch in this initiative with a view to sharing the costs equally of this important Community undertaking.***

Councillors Note

By way of background is attached correspondence from the Toukley RSL Sub Branch, outlining their proposal for your consideration.

I was honoured along with Councillor Hogan to formally lay Council's wreath at the recent Centenary of Armistices. I can confirm that the Cenotaph along with the new Bronzes that were unveiled on the day is an outstanding example of the care, consideration and mateship that is reflected in our return service community.



RSL Sub Branch President Mr Bob Wilson & Cr Best at the recent centenary of armistice & unveiling of new bronze statues

Attachments

- 1** Stage 3 Upgrade of cenotaph and surrounds D13388338



TOUKLEY RSL SUB BRANCH

Stage 3 Restoration Works for the Cenotaph Memorial Gardens



Toukley RSL Sub Branch is a volunteer organisation which looks after serving, ex-service veterans and their families in the community. The Sub Branch reports to RSL New South Wales. Our office is located within Club Limited RSL, Holmes Avenue, Toukley. The Toukley RSL Sub Branch and Club Limited RSL are two entirely different entities and the Sub Branch receives no financial support in any form, from Club Limited RSL.

The Sub Branch Trustees own the Cenotaph site and the small carpark on the southern side, which includes an undercover shelter for the Sub Branch Bus. The Sub Branch Trustees also own a Pensions and Welfare Office at 203 Main Road Toukley. This office is used by the Sub Branch for Pensions and Welfare use, to conduct interviews, as a drop in centre for veterans to have a chat, a cup of tea or to watch TV or borrow a book from the extensive library. The office is also used by a Veterans Motor Cycle group to hold their monthly meetings and to assist serving and retired servicemen and women.

Anzac Day and Remembrance Day services held at the cenotaph are months in the planning and are completely arranged and funded by the Toukley RSL Sub Branch – Anzac Day alone costing in the vicinity of \$35,000 each year.

For Anzac Day 2018, the Sub Branch conducted a total of 22 services at Aged Care Facilities and schools within the local area, a Dawn and Morning Service at the Cenotaph, as well as assisting with a Service at Wallarah Bay Club. All of these services were arranged and attended by the volunteers on the Sub Branch Committee.

The Cenotaph Memorial Gardens:

The cenotaph was unveiled and dedicated in 1971 and the first interment of ashes took place in 1974.

Over the years, plaques have come adrift and/or taken a toll from the elements and, in 2016 the Sub Branch, through the assistance of Grants from the Federal Government, replaced the old concrete coping surrounding the gardens and sourced a weather resistant material to replace the plaques. All of this work was completed in 2016 and a dedication service was held at the cenotaph on the 25 November 2016.

To commemorate the Centenary of Armistice, Toukley RSL Sub Branch unveiled two bronze statues which now sit proudly on our cenotaph and act as guardians for the ashes of currently 408 departed veterans whose ashes are interred in the memorial gardens. The cost of these two bronze statues was \$85,000. A Grant for \$17,000 was received from the Federal Government towards the cost. The remainder of the cost was borne by the Toukley RSL Sub Branch.

Stage 3:

The current cenotaph and pathway are both made of sandstone and are showing signs of decay, due to being out in the elements for almost 50 years. The sandstone on the cenotaph is delaminating and will continue to do so.

The Sub Branch considers that replacement of the cenotaph is vital, and therefore it needs to be of a material which will stand the test of time.

Our proposal is:

- 1 Replace the cenotaph with granite.
- 2 Re-install the two bronze statues on the cenotaph to their current position.
- 3 Install an eternal flame on top of the new cenotaph
- 4 Replace the current sandstone pathway with unpolished granite
- 5 Replace the current steps from Main Road with a sloping walkway to enable wheelchair and dissabled access to the Memorial Gardens

- 6 Install a stainless steel fence across the Memorial Gardens on the Main Road end, for safety reasons.
- 7 Install a hedge garden on the southern side of the Memorial Gardens.
- 8 An inscription in the granite on Main Road end. (Inscription below).

Toukley and District War Memorial

This is a place where lives are commemorated – deaths are recorded – families are reunited – memories are made tangible – and love is undisguised.

Communities accord respect, families bestow reverence, historians seek information and our heritage is thereby enriched.

Testimonies of devotion, pride and remembrance are cast in stone to pay a warm tribute to accomplishments and to the life – not the death – of a loved one.

This Memorial is a history of people – a perpetual record of yesterday and a sanctuary of peace and quiet today. It exists because every life is worth loving and remembering – always.

The estimated cost for this work is \$152,000. A breakdown of costs is as follows:

Paving	\$23,511	Labour	\$31,153
Cenotaph	\$28,605	Labour	\$32,895
Inscription	\$ 4,702		
Badges (cleaning)	\$ 8,500		
Fencing	\$14,107		
Tip Fees	\$ 3,851		
Freight	\$ 1,676		

Total cost = \$152,000

We would propose that this Stage 3 work is commenced after Anzac Day 2019 and completed by Remembrance Day 2019.

Sub Branches throughout New South Wales are under a directive from RSL New South Wales not to fundraise until further notice, therefore, we are requesting assistance with the above costs through Grants, etc from Council, Federal and State Governments.

The Toukley cenotaph sits proudly on the Main Road, Toukley. It is there to remember fallen comrades, a place where the community can come to pay their respects and pay tribute to all of those who gave their lives for the betterment of this wonderful country in which we live.

Most importantly of all, is to remember that this is a community based project and will not only serve as a memorial for everyone to be aware of the sacrifices made by so many to make this country great.

Bob Wilson
President
Toukley RSL Sub Branch

14 November 2018

Item No: 6.3
Title: Notice of Motion - Establishment of a Social Issues Committee for Central Coast Council
Department: Councillor



26 November 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-05 - D13388857

Author: Kyle MacGregor, Councillor

Councillor MacGregor has given notice that at the Ordinary Meeting of Council to be held on 26 November 2018 he will move the following motion:

- 1 That Central Coast Council establish a Social Issues Committee by February 2019 to be consisted of interested Councillors and (X) community members to work hand in hand with community, the 3 tiers of government, local service agencies and sector experts to inquire into social issues in the Central Coast Council area, co-ordinate and formulate a collective response and to provide advocacy and solutions for the various social issues affecting our community on the Central Coast.**
- 2 That the committee consider conducting an inquiry into social issues in the Wyong Ward as a pilot programme for the committee at its initial meeting.**
- 3 That the scope of this committee and issues to be investigated be initially limited to the Wyong Ward for a period of the initial 12 months, with a view to reviewing the efficacy of the committee and potential success of any of the committees endeavours.**
- 3 That this initial inquiry conform to the above scope unless by determination of council to extend the scope in the initial 12 months to additional wards/geographical areas or social demographics.**
- 4 That the committee meet bi-monthly unless determined otherwise by the committee members and the initial meeting of the committee will set the agenda and business for the committee to investigate in coming meetings and months.**
- 5 That Council advertise for seek and accept submissions/input from the following (but not limited to) prior to the initial meeting of the committee: local youth and community service organisations, relevant NSW Government or Federal Government agencies, NSW Police, the health and education sector, local Indigenous groups and other interested community or advocacy groups on the Central Coast.**

Councillors Note

The purpose of the committee will be to identify, examine and formulate a collective response to the many social issues that affect our community on the Central Coast.

The initial inquiries into the Wyong Ward are to ensure that the committee is focused on achievable and realistic outcomes rather than taking a top down overarching approach and missing details or potential localised practicable action that is more likely to occur if the committee is focused to one ward initially.

As Councillors, community and staff would be aware there are a plethora of social issues that affect us on the Central Coast and Central Coast Council should provide leadership, advocacy and action to ensure that we are educating, protecting and supporting our community at the most localised level government.

Central Coast Council in itself cannot solely provide the answers and solutions to these problems, however, it is well within our ambit and I believe our duty to respond to these crises that face our community and we are best placed to work together with community and various bodies that are responsible for responses to social issues to seriously attempt to address these social issues that are far too often unfortunately swept under a rug or put in the too hard basket.

Attachments

Nil.

Item No: 6.4
Title: Notice of Motion - Lack of Children's Park on Johns Road Wadalba
Department: Councillor



26 November 2018 Ordinary Council Meeting

Trim Reference: F2018/00020-05 - D13388934

Author: Kyle MacGregor, Councillor

Councillor MacGregor has given notice that at the Ordinary Meeting of Council to be held on 26 November 2018 he will move the following motion:

- 1 That Council note the various petitions that have been circulated regarding a lack of children's park on Johns Road Wadalba including the Change.org petition, social media petitions and the petition submitted via email to Wyong Ward Councillors by local residents.***
- 2 That Council respond to community concern and lack of amenity in a strategic growth region by organising a briefing for Councillors at the earliest possible convenience to identify why the plans for the park at Johns Road opposite Orchid Way were shelved or not yet enacted by the responsible organisation.***
- 3 That at the briefing potential options for Council or other relevant parties to construct a suitable park, play space or recreation area for the many young families that are moving into the new housing estates be discussed and investigated.***
- 4 That Council, subsequent to the briefing, prepare a report to come to a Council meeting regarding potential options for delivering this important piece of strategic infrastructure for the many young families that live work and play in our strategic growth regions within a reasonable time frame (e.g 12 months).***

Attachments

Nil.