



Central Coast Council  
Business Paper  
Ordinary Council Meeting  
**29 April 2025**





# COMMUNITY STRATEGIC PLAN 2018-2028

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

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

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

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

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

## RESPONSIBLE

**WE'RE A RESPONSIBLE COUNCIL AND COMMUNITY, COMMITTED TO BUILDING STRONG RELATIONSHIPS AND DELIVERING A GREAT CUSTOMER EXPERIENCE IN ALL OUR INTERACTIONS.**

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



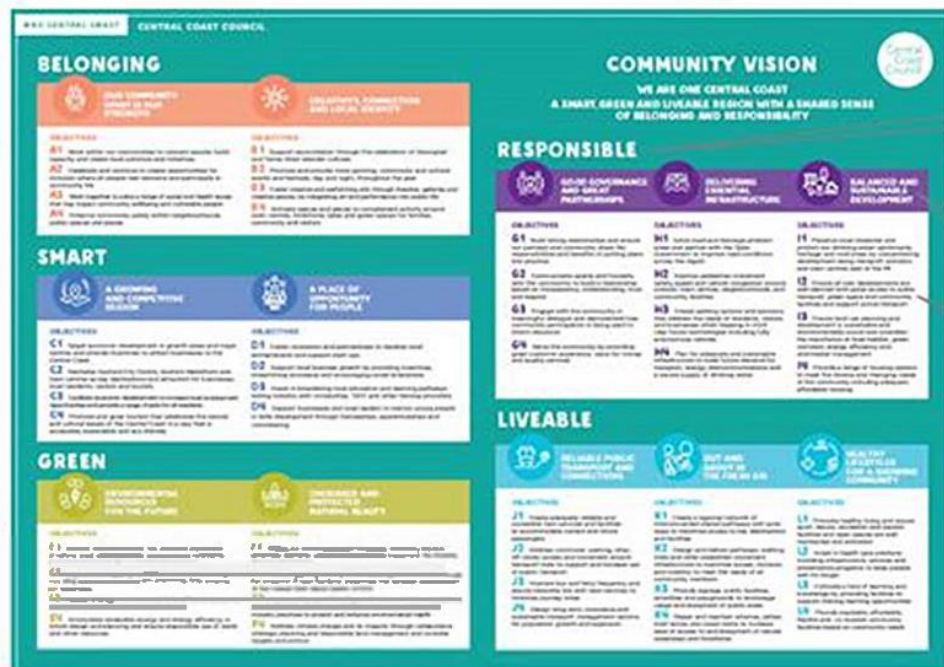
**Good governance and great partnerships**

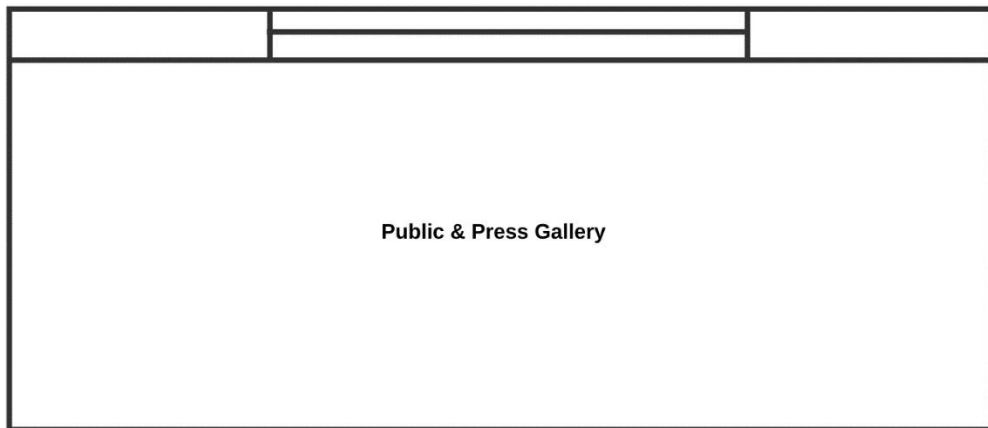
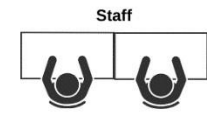
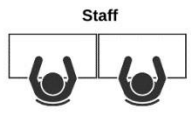
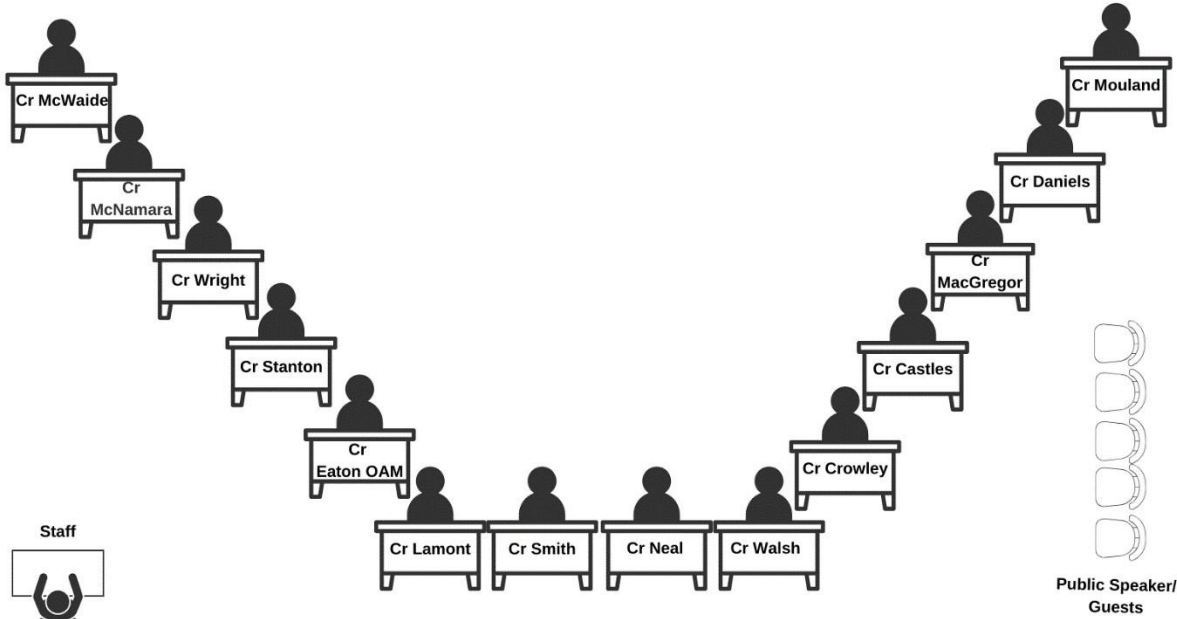
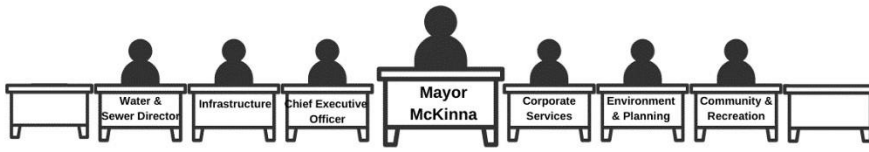
**G2** Engage and communicate openly and honestly with the community to build a relationship based on trust, transparency, respect and use community participation and feedback to inform decision making

There are 5 themes, 12 focus areas and 48 objectives

### COMMUNITY STRATEGIC PLAN 2018-2028 FRAMEWORK

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





### **Oath or Affirmation of Office**

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

### **Disclosures of Interest**

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

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

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

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

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

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

### **Recording**

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

# Meeting Notice

**The Ordinary Council Meeting  
of Central Coast Council  
will be held in the Central Coast Council Chambers,  
2 Hely Street, Wyong  
on Tuesday 29 April 2025 at 6.30pm,  
for the transaction of the business listed below:**

**The Public Forum will commence at 6.00pm, subject to any  
registered speaker/s to items listed on this agenda.**

Further information and details on registration process:

[www.centralcoast.nsw.gov.au/council/meetings-and-minutes/council-meetings](http://www.centralcoast.nsw.gov.au/council/meetings-and-minutes/council-meetings)

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David Farmer  
**Chief Executive Officer**

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

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29 April 2025 Ordinary Council Meeting



### **Recommendation**

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

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

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29 April 2025 Ordinary Council Meeting

Reference: F2024/00015 - D16518860

### **Recommendation**

***That Council confirms the minutes of the Ordinary Meeting of Council at Attachment 1, as a true record of the Meeting held on 25 March 2025.***

### **Attachments**

1   MINUTES - Council Meeting - 25 March 2025 D16744305



Central Coast Council

## Ordinary Council Meeting

Held in the Council Chamber  
2 Hely Street, Wyong

25 March 2025

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# MINUTES

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### Present

Mayor Lawrie McKinna  
Deputy Mayor Doug Eaton OAM  
Councillor Margot Castles  
Councillor Helen Crowley  
Councillor Kyla Daniels  
Councillor Corinne Lamont  
Councillor Kyle MacGregor  
Councillor John McNamara  
Councillor Trent McWaide  
Councillor John Moulard  
Councillor Belinda Neal  
Councillor Jane Smith  
Councillor Rachel Stanton  
Councillor Sharon Walsh  
Councillor Jared Wright

### In Attendance

David Farmer	Chief Executive Officer
Boris Bolgoff	Director Infrastructure Services
Danielle Hargreaves	Acting Director Water and Sewer
Jamie Loader	Director Environment and Planning
Marissa Racomelara	Director Corporate Services
Melanie Smith	Director Community and Recreation Services

**Minutes of the Ordinary Council Meeting of Council (cont'd)**

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**Notes**

Mayor Lawrie McKinna declared the meeting open at 6:33pm and advised in accordance with the Code of Meeting Practice that the meeting was being recorded.

The Mayor read an Acknowledgment of Country.

**PROCEDURAL ITEMS**

**1.1 Disclosure of Interest**

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6:33 pm

Mayor McKinna disclosed a non-pecuniary, non-significant interest on *item 4.1 - Rescission Motion- Entry into aviation services lease for a helicopter hub over part of Central Coast Airport (Warnervale)*, as when he was chair of the RDA, he signed a letter of support for this initiative to support the development of the airport. He will remain in the chamber during discussion and voting on this item.

Councillor Crowley disclosed a non-pecuniary, non-significant interest on *item 4.1 - Rescission Motion- Entry into aviation services lease for a helicopter hub over part of Central Coast Airport (Warnervale)*, as her brother flies in and out of Warnervale Airport on occasions for recreational enjoyment. She will remain in the chamber during discussion and voting on this item.

**1.2 Confirmation of Minutes of Previous Meeting**

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6:35 pm

A MOTION TO MOVE THE RECOMMENDATION was *MOVED* by Deputy Mayor EATON OAM and *SECONDED* by Councillor WRIGHT:

**622/25**

**That Council:**

- 1 Confirms the minutes of the Ordinary Meeting of Council held on 25 February 2025 as read and a true record of the Meeting.**
- 2 Confirms the minutes of the Extraordinary Meeting of Council held on 11 March 2025 as read and a true record of the Meeting.**

FOR: UNANIMOUS  
CARRIED

**Minutes of the Ordinary Council Meeting of Council (cont'd)**

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A MOTION was *MOVED* by Councillor SMITH and *SECONDED* by Councillor EATON OAM:

**623/25**

**That:**

- a) **for future Council meetings, the text of the draft minutes to be adopted be included in the body of the Agenda paper (i.e. not as a link and not in the attachments).**
- b) **for future Council Standing Committee meetings, the text of the draft minutes to be adopted be included in the body of the Attachments to the Business paper (i.e. not as a link).**

FOR: UNANIMOUS  
CARRIED

**1.3 Items Resolved by Exception**

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6:38 pm

A MOTION was *MOVED* by Deputy Mayor EATON OAM and *SECONDED* by Councillor WRIGHT:

**624/25**

**That Council determines the following items on Council's Agenda will be adopted without debate:**

- **3.6 - Gosford Regional Library Project Status Update**
- **3.8 - Economic Development Committee - Minutes February 2025**
- **3.13 - Administrator and Councillor Expenses and Facilities Report - 1 July 2024 to 31 December 2024**
- **3.14 - Community Support Grant Program January 2025**

FOR: UNANIMOUS  
CARRIED

**MAYORAL MINUTES**

**2.1 Australian Local Government Association's 'Put Our Communities First' campaign**

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6:44 pm

A MOTION was *MOVED* by Mayor MCKINNA:

**625/25**

**That Council:**

- 1 Supports the national federal election funding priorities identified by the Australian Local Government Association (ALGA);**

Minutes of the Ordinary Council Meeting of Council (cont'd)

- 2 **Supports and participates in the 'Put Our Communities First' federal election campaign via Council's website and social media channels; and**
- 3 **Writes to the local federal member(s) of Parliament, all known election candidates in local federal electorates and the President of the Australian Local Government Association expressing support for ALGA's federal election funding priorities.**

FOR: UNANIMOUS  
CARRIED

6.48 pm

A PROCEDURAL MOTION was *MOVED* by Councillor MACGREGOR and *SECONDED* by MOULAND:

***That Council bring forward Items 5.1, 5.3, and 5.4 to be considered now.***

FOR: UNANIMOUS  
CARRIED

**REPORTS**

**3.1 Monthly Finance Report February 2025**

7:50 pm

A MOTION TO MOVE THE RECOMMENDATION was *MOVED* by Councillor WRIGHT and *SECONDED* by Deputy Mayor EATON OAM:

**626/25**

***That Council:***

- 1 ***Receives and notes the Monthly Financial Report – February 2025***
- 2 ***Authorises the 2024-25 Operational Plan be updated to include the following capital projects:***
  - a) ***Embankment Stabilisation - Tapley Road***
  - b) ***Embankment Stabilisation - Coorara Road***
  - c) ***Drainage Renewal Program - Various Locations***
  - d) ***Heavy Patch Program - Various Roads***
  - e) ***Water and Sewer Legislated Security Upgrades - Various Locations***
  - f) ***Sewer Reactive and Program Planning - Various Locations***
  - g) ***Water Reactive and Program Planning - Various Locations***
  - h) ***Digital Video and Photography Equipment Renewal***
  - i) ***IT Infrastructure Disaster Recovery and Resilience***
  - j) ***Sewage Treatment Plant Road Renewal - Mannering Park and Woy Woy***
  - k) ***Water Main Extensions and Renewal Program***

Minutes of the Ordinary Council Meeting of Council (cont'd)

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- l) Water Reticulation Critical Plant Equipment Renewals**
- m) Water Main Relocation Program - Infrastructure Upgrades**

FOR: UNANIMOUS  
CARRIED

**3.2 Monthly Investment Report February 2025**

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8:05 pm

A MOTION TO MOVE THE RECOMMENDATION was *MOVED* by Councillor *WRIGHT* and *SECONDED* by Councillor *MOULAND*:

**627/25**

**That Council:**

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

FOR: UNANIMOUS  
CARRIED

**3.3 Stormwater Drainage Charge - Request to Minister for Local Government**

---

8:06 pm

A MOTION TO MOVE THE RECOMMENDATION was *MOVED* by Councillor *NEAL* and *SECONDED* by Councillor *MCNAMARA*:

**628/25**

**That Council:**

- 1 Notes the legislative changes in the Water Management Amendment (Central Coast Council) Bill 2024 which effectively prevents Council from levying a stormwater drainage charge under the Water Management Act beyond 30 June 2026.**
- 2 Seeks the Minister for Local Government use their power under Section 506 of the Local Government Act 1993 to vary Council's general income by an amount sufficient to enable Council to levy a drainage charge (of an equivalent amount to the Council's current stormwater drainage charge) under the Local Government Act 1993.**
- 3 Noting that there is no intent to raise additional income from residents (apart from the annual rate cap indexation) as a result of this proposed change.**

FOR: UNANIMOUS

Minutes of the Ordinary Council Meeting of Council (cont'd)

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CARRIED

**3.4 10 Year Road Renewal Program**

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8:16 pm

A MOTION TO MOVE THE RECOMMENDATION was *MOVED* by Councillor MOULAND and *SECONDED* by Councillor NEAL:

**629/25**

**That Council:**

- 1** *Notes that the current planned level of capital investment for road renewal projects meets the forecast depreciation for road segment assets over the next ten years.*
- 2** *Endorses the inclusion of an additional \$20 million in Council funding to support an increase in Council's planned capital Road Renewal Program over the next four years with the budget to be added to the Delivery Program and 2025-26 Operational Plan prior to public exhibition.*
- 3** *Endorses ongoing advocacy for grant funding to support a further expansion of the Road Renewal Program and ensure the long-term sustainability of Council's road network.*
- 4** *Endorses the publication of the draft interactive 10 Year Road Renewal Program map to internal stakeholders and Councillors effective immediately.*
- 5** *Endorses the publication of the new interactive 10 Year Road Renewal Program website map to the community subject to and following adoption of the final Delivery Program and 2025-26 Operational Plan.*

FOR: UNANIMOUS  
CARRIED

**3.5 Strategic Property Acquisition - Coastal Open Space - 2 Toomeys Road, Mount Elliot - LOT 232 DP 755227**

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8:24 pm

A MOTION was *MOVED* by Councillor EATON OAM and *SECONDED* by Councillor MOULAND:

**Minutes of the Ordinary Council Meeting of Council (cont'd)**

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**630/25**

***That Council not acquire the property at 2 Toomeys Road, Mount Elliot - LOT 232 DP 755227.***

FOR: CRS MCKINNA, MOULAND, DANIELS, EATON OAM, STANTON, WRIGHT, MCNAMARA AND MCWAIDE

AGAINST: CRS MACGREGOR, CASTLES, CROWLEY, WALSH, NEAL, SMITH AND LAMONT

The Motion was put to the vote and declared **CARRIED**

**3.6 Gosford Regional Library Project Status Update**

---

*RESOLVED by exception on the motion of Deputy Mayor EATON OAM and seconded by Councillor WRIGHT:*

**631/25**

***That Council notes the progress on the Gosford Regional Library outlined in this report.***

**3.7 Review Committee - Current Library Building - Minutes and Recommendations February 2025**

---

8:39 pm

A MOTION TO MOVE THE RECOMMENDATION was *MOVED* by Councillor EATON OAM and *SECONDED* by Councillor MCWAIDE:

**632/25**

***That Council receives and notes the minutes of the meeting held by the 'Review Committee – Current Library Building' on 27 February 2025, and considers the recommendations made by the Committee:***

- a) That Council endorses to undertake Community Engagement regarding the future of Gosford Library.***
- b) That Council allocates \$12,000 to conduct community consultation on the existing Gosford Library building.***
- c) Supports the committee to reconvene after the conclusion of community consultation to review feedback and discuss potential next steps.***

FOR: CRS MCKINNA, MOULAND, DANIELS, MACGREGOR, CASTLES, CROWLEY, WALSH, NEAL, SMITH, EATON OAM, STANTON, WRIGHT, MCNAMARA AND MCWAIDE

AGAINST: CR LAMONT

The Motion was put to the vote and declared **CARRIED**

**Minutes of the Ordinary Council Meeting of Council (cont'd)**

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**3.8 Economic Development Committee - Minutes February 2025**

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*RESOLVED* by exception on the motion of Deputy Mayor EATON OAM and seconded by Councillor WRIGHT:

**633/25**

***That Council receives and notes the minutes of the Economic Development Committee meeting held in March 2025.***

**3.9 Proposed Ordinary Council Meeting Schedule - July to December 2025**

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8:45 pm

A MOTION was *MOVED* by Councillor NEAL and *SECONDED* by Deputy Mayor EATON OAM:

**634/25**

**1 *That Council determines to hold Ordinary Meetings of Council at the Wyong Administration Centre, or the Gosford Regional Library, at 6.30pm, on the following dates:***

- ***22 July 2025***
- ***26 August 2025***
- ***23 September 2025***
- ***28 October 2025***
- ***25 November 2025***
- ***9 December 2025***

**2 *That at least 3 of the meetings be conducted at Gosford Regional Library***

FOR: UNANIMOUS  
CARRIED

**3.10 Draft Councillor Expenses and Facilities Policy - For public exhibition**

---

8:53 pm

A MOTION was *MOVED* by Councillor NEAL and *SECONDED* by Councillor MOULAND:

**635/25**

***That Council:***

- 1 *Endorses the draft Councillor Expenses and Facilities Policy at Attachment 1 and place it on exhibition for 28 days.***

Minutes of the Ordinary Council Meeting of Council (cont'd)

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- 2 *Notes that a further report will be presented to Council at the end of the exhibition period to consider any submissions received prior to adoption.*
- 3 *Alters clause 7.27 of the draft policy, prior to public exhibition, to read as follows:  
"During their term of office, Council will set aside \$13,000 per Councillor for course fees to complete the Company Directors Course offered by the Australian Institute of Company Directors. Councillors who have previously completed this course may undertake a refresher course or an accredited course of equivalent rigour developed specifically for, or which enhances the skills of local government councillors".*

FOR: UNANIMOUS  
CARRIED

**3.11 Draft Community Engagement Strategy - For Adoption**

---

8:57 pm

A MOTION was *MOVED* by Councillor SMITH and *SECONDED* by Councillor NEAL:

**636/25**

**That Council:**

- 1 *Endorses the proposed improvements to engagement planning and activities based on community feedback received during the public exhibition of the draft Community Engagement Strategy excluding the Community Participation Plan 2024-28 as per Attachment 1.*
- 2 *Adopts the draft Community Engagement Strategy excluding the Community Participation Plan 2024-28 as per Attachment 2 with the following corrections:*
  - *Correction to page 93 – (Councillors for Gosford East Ward, not Gosford West)*
  - *Correction to the content page to read "Message from the Councillors"*
- 3 *Refer the draft Community Participation Plan to the Environment & Planning Standing Committee for discussion, and exhibit separately the draft CPP (including no. submissions for policy) as part of the Place based workshops to occur before June 2025*
- 4 *Ensures that all future Council policies and strategies (draft and final versions) are accompanied by a simple version of the document – i.e.. without any unnecessary graphics or images that do not convey relevant information (i.e.. would be predominately text based but well formatted).*

**Minutes of the Ordinary Council Meeting of Council (cont'd)**

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FOR: UNANIMOUS  
**CARRIED**

**3.12 Local Planning Panel Submissions Policy 2025 - for Public Exhibition**

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9:05 pm

A MOTION was *MOVED* by Councillor SMITH and *SECONDED* by Councillor LAMONT:

*That Council notes that Council will be referring the submissions policy to Environment and Planning Committee to then go on exhibition with the community participation plan.*

AN AMENDMENT was *MOVED* by Deputy Mayor EATON OAM and *SECONDED* by Councillor MCNAMARA:

**637/25**

**That Council:**

- 1 Endorses the draft Development Application Submissions Policy to be placed on public exhibition for a period of 28 days.**
- 2 Requests that the CEO, following public exhibition and consultation with the Secretary of the Department, report back to Council the outcomes of the exhibition and consultation process, and present the final version of the Policy for adoption.**
- 3 Requests that the CEO, following adoption by Council, provide the Development Application Submissions Policy to the Secretary of the Department of Planning Housing & Infrastructure for approval.**

FOR: CRS MCKINNA, MOULAND, DANIELS, EATON OAM, STANTON, WRIGHT, MCNAMARA AND MCWAIDE

AGAINST: CRS MACGREGOR, CASTLES, CROWLEY, WALSH, NEAL, SMITH AND LAMONT

The Amendment was put to the vote, declared **CARRIED**, and became the Motion

**Minutes of the Ordinary Council Meeting of Council (cont'd)**

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THE MOTION *MOVED* by Deputy Mayor EATON OAM and *SECONDED* by Councillor MCNAMARA:  
was put to the vote.

FOR: CRS MCKINNA, MOULAND, DANIELS, EATON OAM, STANTON, WRIGHT, MCNAMARA AND MCWAIDE

AGAINST: CRS MACGREGOR, CASTLES, CROWLEY, WALSH, NEAL, SMITH AND LAMONT

The Motion was put to the vote and declared **CARRIED**

**3.13 Administrator and Councillor Expenses and Facilities Report - 1 July 2024 to 31 December 2024**

---

*RESOLVED* by exception on the motion of Deputy Mayor EATON OAM and seconded by Councillor WRIGHT:

**638/25**

***That Council notes the Administrator and Councillors Expenses and Facilities Report for the period from 1 July 2024 to 31 December 2024.***

**3.14 Community Support Grant Program January 2025**

---

*RESOLVED* by exception on the motion of Deputy Mayor EATON and *SECONDED* by Councillor Wright:

**639/25**

***That Council:***

- 1 Allocates \$18,926.41 (inclusive of GST where applicable) from the 2024-25 grants budget to the Community Support Grant program for the month of January as outlined below and in (Attachment 1).***
  - a) Tuggerah Rural Fire Brigade - Firefighting & Support Equipment - \$4,963.17***
  - b) Brisbane Water Paddlers Incorporated - Council Fee Relief - \$342.65***
  - c) Rotary Club of Erina Incorporated - Central Coast 2025 Heat of Australian National Busking Championship - \$4,978.44***
  - d) East Gosford Community Garden Incorporated - Community Garden Safety, Maintenance, and Inclusiveness - \$3,700.00***

Minutes of the Ordinary Council Meeting of Council (cont'd)

- e) **Toukley Neighbourhood Centre Incorporated -2025 Reconciliation Week Event - \$2,900.00**
  - f) **Tuggerah Lakes Art Society Incorporated - 2025 Women in Art Exhibition - \$2,042.15**
- 2 Declines the following applications, for the reasons indicated in Attachment 1:**
- a) **Dooralong Rural Fire Brigade – Brigade Lockers - Insufficient information provided to make an accurate assessment.**
  - b) **Narara Eco Living Network Incorporated - Insufficient information provided to make an accurate assessment.**
  - c) **Lucy Grech - Sweet Honey - Building hives - applicant is ineligible.**
- 3 Advises the unsuccessful applicants in point 2 (above) and direct them to alternate funding sources if relevant.**

**RESCISSION MOTIONS**

**4.1 Rescission Motion: Entry into aviation services lease for a helicopter hub over part of Central Coast Airport (Warnervale)**

9:32 pm

A MOTION was *MOVED* by Councillor LAMONT and *SECONDED* by Councillor MACGREGOR :

*That the following resolution carried at the Ordinary Meeting of Council held on 26 November 2024 be rescinded:*

- 463/24 *Authorises the Chief Executive Officer, as a matter of urgency, to negotiate, finalise and execute an aviation services lease for a helicopter hub over part of Central Coast Airport at Warnervale with parties represented by Nighthawks Aviation (ABN 15 634 085 68).*
- 464/24 *Requests the Chief Executive Officer to provide a further report to Council in the event that a suitable lease cannot be finalised for any reason.*
- 465/24 *At least 15 days prior to the Chief Executive Officer executing any lease, he provides a copy of such lease to the Council, and a summary due diligence report.*

FOR: CRS MACGREGOR, CASTLES, CROWLEY, WALSH, NEAL, SMITH AND LAMONT

AGAINST: CRS MCKINNA, MOULAND, DANIELS, EATON OAM, STANTON, WRIGHT, MCNAMARA AND MCWAIDE

The Motion was put to the vote and declared LOST

**Minutes of the Ordinary Council Meeting of Council (cont'd)**

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**4.2 Rescission Motion - Amendment to Councillor Notice of Motion Limits**

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9:42 pm

A MOTION was *MOVED* by Councillor LAMONT and *SECONDED* by Councillor CASTLES:

*That Council:*

- 1 *Removes the current restriction that limits Councillors to submitting only one Notice of Motion (NoM) per meeting.*
- 2 *Implements a process whereby:*
  - a) *If the number of NoMs submitted exceeds 15, the first NoM submitted by each Councillor will be accepted on to the Business paper*
  - b) *Thereafter, NoMs will be accepted for the Business paper based on a first submitted basis until the cap of 15 is reached.*
  - c) *Any excluded NoMs may be resubmitted at subsequent Council meetings.*
- 3 *Requests that the Chief Executive Officer (CEO) update Council's governance procedures accordingly to reflect these changes and report back on the implementation process if required.*

COUNCILLOR WRIGHT LEFT THE MEETING AT 9:46 PM, AND AS A RESULT, TOOK NO PART IN VOTING ON THIS ITEM.

FOR: CRS MACGREGOR, CASTLES, CROWLEY, WALSH, NEAL, SMITH AND LAMONT

AGAINST: CRS MCKINNA, MOULAND, DANIELS, EATON OAM, STANTON, MCNAMARA AND MCWAIDE

The Amendment was put to the vote and declared LOST on the casting vote of the Mayor

**NOTICES OF MOTION**

**5.1 Notice of Motion - Davistown Wetlands Funds**

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6:49 pm

A MOTION was *MOVED* by Councillor WALSH and *SECONDED* by Councillor WRIGHT:

**640/25**

***That Council provides a comprehensive report to the June ordinary Council meeting outlining the following:***

- 1 The total amount of transferred funds from the previous Davistown Wetlands Acquisition fund to the Central Coast Conservation Fund, to be used specifically for the publicly owned Davistown Wetlands.***
- 2 Identify what works have been undertaken since July 2024, when the restricted funds held in the DWAF were combined into the CCCF.***

Minutes of the Ordinary Council Meeting of Council (cont'd)

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- 3 ***A costed scope of works required to address the immediate repair and restoration of the publicly owned wetlands in Davistown.***
- 4 ***A scope of works for the ongoing care of the publicly owned Davistown Wetlands, including options to ensure broad community consultation including with the DPA Wetlands subcommittee.***

FOR: UNANIMOUS  
CARRIED

**5.2 Notice of Motion - The Coast Council Sustainability and Climate Action Plan 2022-2025 Review**

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9:48 pm

COUNCILLOR WRIGHT RETURNED TO THE MEETING AT 9:49 PM DURING CONSIDERATION OF THIS ITEM  
A MOTION was *MOVED* by Councillor NEAL and *SECONDED* by Councillor SMITH:

**641/25**

- 1 ***That the Sustainability and Climate Action Plan, Central Coast Green Grid: Our Place and Central Coast Climate Change Policy be reviewed to ensure all actions are progressing including 1d and 3c. The review of these documents is not included in Council's Operational Plan and accordingly this motion is necessary.***
- 2 ***Further, that Councillors be advised at the Environment and Planning Committee meeting, the period required for this work to be undertaken.***

FOR: CRS MCKINNA, MOULAND, DANIELS, MACGREGOR, CASTLES, CROWLEY, WALSH, NEAL, SMITH, EATON OAM, STANTON, WRIGHT, MCNAMARA AND MCWAIDE

AGAINST: LAMONT

The Motion was put to the vote and declared **CARRIED**

**5.3 Notice of Motion - Establishment of Dredging and Water Management Advisory Panel**

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6:59 pm

A MOTION was *MOVED* by Councillor STANTON and *SECONDED* by Councillor WRIGHT:

Minutes of the Ordinary Council Meeting of Council (cont'd)

642/25

- 1 ***That Council establishes a Dredging and Water Management Advisory Panel that will report to the Environment and Planning Committee.***
  
- 2 ***The Panel is to provide advice and recommendations (where appropriate) on all matters involving dredging on the Central Coast and the management of waterways within the local government area, and will:***
  - a) ***Review and evaluate any existing Council documents and strategies relating to dredging, water management and flood mitigation measures.***
  - b) ***Review the appropriateness of dredging, including maintenance dredging, in local waterways such as Tuggerah Lake and Brisbane Water and any exacerbates to flooding and provide recommendations.***
  - c) ***Assess and advise on methods for water quality improvement including debris and wrack management.***
  - d) ***Assist in formalising an arrangement with Lake Macquarie Council and MIDO in respect of shared use of a dredge.***
  - e) ***Investigate and pursue avenues for grant funding through the NSW Government and access through MIDO; and***
  
- 3 ***Supports Council to work with the NSW State Government, Federal Government and relevant bodies on solutions to improve waterflow in local waterways.***
  
- 4 ***The Panel is to comprise 5 Councillors; up to 3 Council staff as determined by the CEO; and up to 3 community members with relevant skills and expertise on a consultative and rotational basis per Panel meeting.***
  
- 5 ***The Panel is to provide a report in conjunction with the CEO and Director of Environment and Planning, to be presented to Council at the July 2025 meeting.***

FOR: CRS MCKINNA, MOULAND, DANIELS, EATON OAM, STANTON, WRIGHT, MCNAMARA AND MCWAIDE

AGAINST: CRS MACGREGOR, CASTLES, CROWLEY, WALSH, NEAL, SMITH AND LAMONT

The Motion was put to the vote and declared **CARRIED**

**5.4 Notice of Motion - Status of Coastal Management Programs (CMP's)**

7:31 pm

A MOTION was *MOVED* by Councillor CASTLES and *SECONDED* by Councillor MACGREGOR:

*That Council:*

- 1 *Provides a comprehensive report at the next Ordinary Meeting outlining the status of all five Coastal Management Programs specifically:*

**Minutes of the Ordinary Council Meeting of Council (cont'd)**

- a) *A timeline detailing when each stage was complete for each CMP*
  - b) *A breakdown of all funding received from the NSW Government Coastal and Estuary Grants Program, including :*
    - i. *The total amount received per CMP.*
    - ii. *How these funds have been allocated and expended.*
    - iii. *An explanation as to why, nearly 5 years after the commencement of the process, only the Lake Macquarie CMP has been completed and certified and what is required to finalise the remaining CMPs.*
    - iv. *The next steps and expected completion timeframes for each outstanding CMP.*
- 2 *Directs Council staff to update the CMP section/page on Council's website, to:*
- a) *Provide clear, stage-by-stage updates with associated dates.*
  - b) *Include links to all relevant reports, technical studies, and community consultation outcomes.*
- 3 *Ensures that Council's community engagement strategy for CMPs is improved to facilitate better public access to information and provide clear and transparent updates on progress.*

AN AMENDMENT was MOVED by Deputy Mayor EATON OAM and SECONDED by Councillor MCWAIDE:

**643/25**

**That Council:**

- 1 *Provides a comprehensive report to the Environment and Planning Committee outlining the status of all five Coastal Management Programs specifically:***
  - a) *A timeline detailing when each stage was complete for each CMP***
  - b) *A breakdown of all funding received from the NSW Government Coastal and Estuary Grants Program, including :***
    - i. *The total amount received per CMP.***
    - ii. *How these funds have been allocated and expended.***
    - iii. *An explanation as to why, nearly 5 years after the commencement of the process, only the Lake Macquarie CMP has been completed and certified and what is required to finalise the remaining CMPs.***
    - iv. *The next steps and expected completion timeframes for each outstanding CMP.***
- 2 *Directs Council staff to update the CMP section/page on Council's website, to:***
  - a) *Provide clear stage-by-stage updates with associated dates.***
  - b) *Include links to all relevant reports, technical studies, and community consultation outcomes.***

**Minutes of the Ordinary Council Meeting of Council (cont'd)**

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- 3 Ensures that Council's community engagement strategy for CMPs is improved to facilitate better public access to information and provide clear and transparent updates on progress.**

FOR: CRS MCKINNA, MOULAND, DANIELS, EATON OAM, STANTON, WRIGHT, MCNAMARA AND MCWAIDE

AGAINST: CRS MACGREGOR, CASTLES, CROWLEY, WALSH, NEAL, SMITH AND LAMONT

The Amendment was put to the vote, declared **CARRIED**, and became the Motion

THE MOTION *MOVED* by Deputy Mayor EATON OAM and *SECONDED* by Councillor MCNAMARA:  
was put to the vote.

FOR: CRS MCKINNA, MOULAND, DANIELS, SMITH, EATON OAM, STANTON, WRIGHT, MCNAMARA AND MCWAIDE

AGAINST: CRS MACGREGOR, CASTLES, CROWLEY, WALSH, NEAL AND LAMONT

The Motion was put to the vote and declared **CARRIED**

**The Meeting** closed at 9:56 pm.

## 1.3 Items Resolved by Exception (cont'd)

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

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29 April 2025 Ordinary Council Meeting

Reference: F2024/00015 - D16567313



### **Recommendation**

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

### **Summary**

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



**Item No:** 2.1  
**Title:** Monthly Finance Report March 2025  
**Department:** Corporate Services

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29 April 2025 Ordinary Council Meeting

Reference: F2020/03205 - D16628102  
Author: Sebastian Yule, Section Manager Financial Planning and Business Support  
Manager: Emma Galea, Chief Financial Officer  
Executive: Marissa Racomelara, Director Corporate Services

## **Recommendation**

### ***That Council receives the Monthly Financial Report – March 2025***

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#### **Report purpose**

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

#### **Executive Summary**

For 2024-25 FY Council has budgeted, on a consolidated basis, an adopted operating surplus before capital income of \$19.1M (Original Budget \$10.7M). As at 31 March 2025, Council has an operating surplus of \$26.3M, compared to a YTD budgeted operating surplus of \$5.6M.

The budgeted net operating position will fluctuate throughout the financial year, reflecting income and expenditure timing. This YTD variance of \$20.6M represents 2.5% of Council's gross annual operating expenditure budget of \$796M.

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

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

## Background

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

## Report

### Consolidated Operating Statement

As at 31 March 2025, Council has a consolidated net operating surplus of \$26.3M, before capital income, which is favourable to YTD budget by \$20.6M. The overall variance is predominantly driven by a YTD favourable variance in operating expenses, being a favourable YTD variance of \$16.5M (2.1% of full year budget) of operating expenses and a YTD favourable variance in operating income against budget of \$4.1M (0.5% of full year budget).

YTD income and YTD expenditure respectively are within 3% variance when compared to the YTD Budget.

The net operating surplus including capital income is \$122.8M which is favourable to YTD budget by \$36.8M.

Variances are summarised and detailed below.

Income and expenditure are currently being reviewed as part of the Q3 March 2025 Quarterly Budget Review that will be submitted to Council at the May 2025 meeting. The review is focused on ensuring that over the last quarter of the financial year the available budgets are optimised and aligned with the organisational priorities.

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

<b>Consolidated</b>							
<b>Operating Statement</b>							
<b>March 2025</b>							
	PRIOR YEAR Actuals	Original Budget	FULL YEAR Budget	YTD Budget	YTD Actuals	YTD Variance (excluding commitments)	YTD Variance (excluding commitments)
	\$'000	\$'000		\$'000	\$'000	\$'000	%
<b>Operating Income</b>							
Rates and Annual Charges	421,528	460,606	461,731	343,992	343,264	(728)	0%
User Charges and Fees	169,410	170,284	176,864	121,661	121,842	181	0%
Other Revenue	24,155	15,532	17,710	9,293	12,728	3,435	37%
Interest	38,249	26,022	28,926	20,375	24,099	3,723	18%
Grants and Contributions	52,810	44,668	51,947	21,514	21,449	(65)	0%
Gain on Disposal	3,084	-	590	590	946	356	60%
Other Income	10,306	10,462	10,719	8,043	8,765	722	9%
Internal Revenue	57,120	56,950	66,743	48,713	45,214	(3,498)	7%
<b>Total Income attributable to Operations</b>	<b>776,662</b>	<b>784,524</b>	<b>815,229</b>	<b>574,181</b>	<b>578,307</b>	<b>4,125</b>	<b>1%</b>
<b>Operating Expenses</b>							
Employee Costs	194,560	217,710	218,821	159,734	158,016	1,718	1%
Borrowing Costs	12,466	12,010	12,664	5,929	5,797	132	2%
Materials and Services	229,244	245,138	244,324	173,484	162,137	11,347	7%
Depreciation and Amortisation	197,293	202,942	210,225	156,894	157,105	(211)	0%
Other Expenses	43,096	47,217	51,026	30,115	29,411	704	2%
Loss on Disposal	11,911	-	1,446	1,422	1,935	(513)	36%
Internal Expenses	49,488	48,807	57,663	40,959	37,642	3,317	8%
Overheads	(0)	-	-	(0)	(0)	(0)	100%
<b>Total Expenses attributable to Operations</b>	<b>738,060</b>	<b>773,823</b>	<b>796,168</b>	<b>568,536</b>	<b>552,043</b>	<b>16,493</b>	<b>3%</b>
<b>Operating Result after Overheads and before Capital Amounts</b>	<b>38,602</b>	<b>10,701</b>	<b>19,061</b>	<b>5,645</b>	<b>26,264</b>	<b>20,619</b>	<b>365%</b>
Capital Grants	63,325	85,684	72,042	30,893	40,974	10,080	33%
Capital Contributions	43,842	23,908	55,733	49,455	55,538	6,083	12%
<b>Grants and Contributions Capital Received</b>	<b>107,167</b>	<b>109,592</b>	<b>127,774</b>	<b>80,349</b>	<b>96,512</b>	<b>16,163</b>	<b>20%</b>
<b>Net Operating Result</b>	<b>145,769</b>	<b>120,293</b>	<b>146,835</b>	<b>85,994</b>	<b>122,776</b>	<b>36,782</b>	<b>43%</b>

Variance analysis on the consolidated operating result is as follows:

### **Operating Revenue**

#### *Rates and Annual Charges*

\$0.7M Unfavourable to YTD budget.

- This variance predominantly relates to budget timing difference relating to the receipt of the state government funded component of the pensioner subsidy.

#### *User Fees and Charges*

\$0.2M Favourable to YTD budget. Main variances include:

- \$0.1M favourable Water and Sewer charges due to usage being higher than anticipated.
- \$0.3M favourable on Tipping fees aligned with higher than forecast activity. Income is subject to market forces and is being monitored.

## 2.1 Monthly Finance Report March 2025 (cont'd)

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- \$0.3M favourable on Holiday Park fees aligned with higher than forecast activity.
- \$0.3M favourable on Swimming Centre fees aligned with higher than forecast activity.
- \$0.3M unfavourable on Development Applications fees aligned with lower than forecast activity.
- \$0.5M unfavourable on Transport for NSW Works predominately related to delays in works being finalised. Expected works to be caught up in Q4.
- Balance is made up of variances across various operations.

### *Other Revenue*

\$3.4M Favourable to YTD budget.

- \$1.8M favourable as a result of the sale of biodiversity credits exceeding the budgeted amount. This income is restricted to Conservation Fund restriction.
- \$0.7M favourable variance in income from community events and the associated sales and sponsorship revenue.
- \$0.5M favourable variance in Other Ticket income from higher than forecast patronage at Stadium.
- \$0.5M favourable variance in unrealised gains on investments that are subject to market movements. This income item is subject to volatility as it is driven by external market forces. Accordingly, the budget is updated each quarter based on actual unrealised gains recorded at that point in time. This approach is applied to minimise the risk of significant adverse budget impacts in the event of a major market downturn.
- Balance is made up of variances across various operations.

### *Interest*

\$3.7M Favourable to YTD budget.

- Favourable variance due to interest received being higher than budget due to a combination of a more favourable interest rate environment than expected, and the level of funds invested. It is noted that this current variance allows a buffer for any future interest rate drops to be absorbed without an actual adverse impact on the budgeted amount.

### *Operating Grants and Contributions*

\$0.1M Unfavourable to YTD budget.

- Nil significant individual funding variances to budget. Balance is made up of variances across various operations.

### *Gain on Disposal*

\$0.4M Favourable to YTD budget.

- Predominantly due to favourable results from disposals of plant & equipment through the programmed change overs.

### *Other Income*

\$0.7M Favourable to YTD budget.

- \$0.4M favourable commercial lease income (budget timing difference).
- \$0.3 favourable variance in Facilities Hire Income due to higher than forecast activity.

### *Internal revenue*

\$3.5M Unfavourable to YTD budget.

- Predominately related to decreased internal tipping and plant hire activity in relation to the delivery of externally funded roads maintenance programs. Internal expenses are offset by internal income.

## **Operating Expenses**

### *Employee Costs*

\$1.7M Favourable to YTD budget.

- Favourable predominantly due to staff vacancies trending higher than budget, offset by unfavourable variances in other employee costs.

### *Borrowing Costs*

\$0.1M Favourable to YTD budget.

- This variance predominantly relates to budget phasing.

### *Materials and Services*

\$11.3M Favourable to YTD budget. Variances are mainly timing in nature. Main variances include:

- \$1.9M favourable in Water & Sewer due to timing of programmed delivery.
- \$3.2M favourable relating to timing of election expense payments against budget. Council has been advised that the invoice will be sent to Council in April 2025.
- \$0.8M favourable in Information Technology (timing of contract payments).
- \$0.6M favourable in Roads Maintenance delivery (timing of contract payments).

## 2.1 Monthly Finance Report March 2025 (cont'd)

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- \$0.2M favourable in Waste Management (timing of contract payments).
- \$1.1M favourable predominantly in Holiday Parks and Commercial Property (timing of contract payments).
- \$0.7M favourable in Environmental Management and Strategic Planning due to timing of programmed delivery and invoicing.
- \$1.5M favourable in Community and Culture due to timing of programmed delivery.
- Balance is made up of variances across various operations.

### *Depreciation*

\$0.2M Unfavourable to YTD budget.

- Predominantly timing in nature, this variance relates to the timing of capitalisation processing, and the recognition of donated assets.

### *Other Expenses*

\$0.7M Favourable to YTD budget.

- Predominantly due to decreased EPA levy in line with decreased tipping revenue as at the end of the reporting period.

### *Loss on Disposal*

\$0.5M Unfavourable to YTD budget.

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

### *Internal expenses*

\$3.3M Favourable to YTD budget.

- Predominately related to decreased internal tipping, partially offset by increased plant hire activity in relation to the delivery of externally funded roads maintenance programs. Internal expenses are offset by internal income.

## **Capital Income**

### *Capital Grants*

\$10.1M Favourable to YTD budget. Timing differences associated with the recognition of income with capital delivery and payment milestones.

Capital Contributions

\$6.1M Favourable to YTD budget.


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

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

Financial Performance by Fund

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

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

<b>Total General (+Drainage &amp; Waste) Fund</b> 							
Operating Statement March 2025							
	PRIOR YEAR Actuals	Original Budget	FULL YEAR Budget	YTD Budget	YTD Actuals	YTD Variance (excluding commitments)	YTD Variance (excluding commitments)
	\$'000	\$'000		\$'000	\$'000	\$'000	%
<b>Operating Income</b>							
Rates and Annual Charges	313,733	329,428	330,552	247,497	246,916	(581)	0%
User Charges and Fees	76,366	75,789	79,358	62,803	63,043	240	0%
Other Revenue	22,826	15,532	17,360	8,943	12,199	3,256	36%
Interest	28,347	22,440	23,001	15,716	17,620	1,904	12%
Grants and Contributions	52,506	44,668	51,846	21,425	21,417	(7)	0%
Gain on Disposal	2,482	-	590	590	946	356	60%
Other Income	10,306	10,462	10,719	8,043	8,765	722	9%
Internal Revenue	52,827	54,085	62,254	45,994	42,760	(3,234)	7%
<b>Total Income attributable to Operations</b>	<b>559,392</b>	<b>552,403</b>	<b>575,681</b>	<b>411,012</b>	<b>413,667</b>	<b>2,655</b>	<b>1%</b>
<b>Operating Expenses</b>							
Employee Costs	159,433	177,004	177,861	128,879	128,360	519	0%
Borrowing Costs	4,934	3,352	4,897	1,024	949	75	7%
Materials and Services	183,599	191,871	194,932	139,702	130,258	9,444	7%
Depreciation and Amortisation	116,976	118,464	123,700	92,363	93,226	(863)	1%
Other Expenses	42,817	47,217	50,856	29,945	29,092	853	3%
Loss on Disposal	8,703	-	1,173	1,149	1,647	(498)	43%
Internal Expenses	36,876	34,518	36,222	26,505	26,367	139	1%
Overheads	(24,514)	(23,585)	(26,743)	(20,057)	(20,057)	(0)	0%
<b>Total Expenses attributable to Operations</b>	<b>528,824</b>	<b>548,841</b>	<b>562,897</b>	<b>399,510</b>	<b>389,842</b>	<b>9,668</b>	<b>2%</b>
<b>Operating Result after Overheads and before Capital Amounts</b>	<b>30,569</b>	<b>3,562</b>	<b>12,783</b>	<b>11,502</b>	<b>23,825</b>	<b>12,323</b>	<b>107%</b>
Capital Grants	52,066	65,482	59,032	21,628	31,500	9,871	46%
Capital Contributions	36,009	17,908	48,396	43,618	50,332	6,714	15%
<b>Grants and Contributions Capital Received</b>	<b>88,075</b>	<b>83,390</b>	<b>107,427</b>	<b>65,247</b>	<b>81,832</b>	<b>16,585</b>	<b>25%</b>
<b>Net Operating Result</b>	<b>118,644</b>	<b>86,951</b>	<b>120,211</b>	<b>76,748</b>	<b>105,657</b>	<b>28,909</b>	<b>38%</b>

## 2.1 Monthly Finance Report March 2025 (cont'd)

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

<b>Total Water &amp; Sewer Fund</b>							
<b>Operating Statement</b>							
<b>March 2025</b>							
	PRIOR YEAR Actuals	Original Budget	FULL YEAR Budget	YTD Budget	YTD Actuals	YTD Variance (excluding commitments)	YTD Variance (excluding commitments)
	\$'000	\$'000		\$'000	\$'000	\$'000	%
<b>Operating Income</b>							
Rates and Annual Charges	107,795	131,178	131,178	96,495	96,348	(148)	0%
User Charges and Fees	93,044	94,495	97,505	58,858	58,798	(59)	0%
Other Revenue	1,329	-	350	350	529	179	51%
Interest	9,902	3,582	5,925	4,659	6,478	1,819	39%
Grants and Contributions	304	-	101	89	31	(57)	65%
Gain on Disposal	602	-	-	-	-	-	100%
Other Income	-	-	-	-	-	-	100%
Internal Revenue	4,294	2,866	4,488	2,718	2,454	(264)	10%
<b>Total Income attributable to Operations</b>	<b>217,269</b>	<b>232,122</b>	<b>239,548</b>	<b>163,169</b>	<b>164,640</b>	<b>1,470</b>	<b>1%</b>
<b>Operating Expenses</b>							
Employee Costs	35,127	40,705	40,960	30,855	29,656	1,199	4%
Borrowing Costs	7,533	8,658	7,767	4,905	4,847	58	1%
Materials and Services	45,645	53,267	49,391	33,782	31,879	1,903	6%
Depreciation and Amortisation	80,317	84,478	86,525	64,531	63,879	652	1%
Other Expenses	279	-	170	170	319	(149)	88%
Loss on Disposal	3,208	-	273	273	288	(15)	6%
Internal Expenses	12,612	14,289	21,441	14,453	11,275	3,178	22%
Overheads	24,514	23,585	26,743	20,057	20,057	-	0%
<b>Total Expenses attributable to Operations</b>	<b>209,236</b>	<b>224,982</b>	<b>233,271</b>	<b>169,026</b>	<b>162,201</b>	<b>6,825</b>	<b>4%</b>
<b>Operating Result after Overheads and before Capital Amounts</b>	<b>8,033</b>	<b>7,139</b>	<b>6,277</b>	<b>(5,857)</b>	<b>2,439</b>	<b>8,296</b>	<b>142%</b>
Capital Grants	11,259	20,202	13,010	9,265	9,474	209	2%
Capital Contributions	7,833	6,000	7,337	5,837	5,206	(631)	11%
<b>Grants and Contributions Capital Received</b>	<b>19,092</b>	<b>26,202</b>	<b>20,347</b>	<b>15,102</b>	<b>14,680</b>	<b>(422)</b>	<b>3%</b>
<b>Net Operating Result</b>	<b>27,125</b>	<b>33,341</b>	<b>26,624</b>	<b>9,245</b>	<b>17,119</b>	<b>7,873</b>	<b>85%</b>

### Financial Performance Benchmarks

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

Table 4 – Financial Performance Benchmarks – March 2025

Financial Performance Ratio	Industry Benchmark	Full year Forecast	Ratio – YTD Actuals	
Operating Performance Ratio	> 0%	1.47%	5.1%	✓
Own Source operating Revenue Ratio	> 60%	81.57%	81.2%	✓
Unrestricted Current Ratio	> 1.5x	2.57x	4.5x	✓
Cash Expense Cover Ratio	> 3 months	3.44 months	4.9 months	✓
Buildings and Infrastructure Renewals Ratio	100%	138%	126%	
Infrastructure Maintenance Ratio	100%	n/a	47.7%	

As at the end of the March 2025, on a consolidated basis, Council exceeded the mandated benchmark for the operating performance ratio, achieving 5.1%.

Council has also performed favourably against the unrestricted current ratio, achieving 4.5x against a benchmark of >1.5x. This ratio considers all current assets and liabilities, including cash.

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

The infrastructure ratios are monitored each month and are based on a point in time. The Infrastructure Renewal Ratio is based on the actual renewal expenditure as at the end of the reporting period, compared to the depreciation over the same period.

The Asset Maintenance Ratio is calculated based on actual maintenance as at the end of the reporting period compared to the required maintenance estimated over the same reporting period. It is noted that the reported shortfall in asset maintenance is predominantly reported for building assets. A review of the cost allocation for building maintenance has indicated that the cost allocation of some building maintenance needs to be reviewed to ensure that these costs are captured within the inputs of the ratio calculation.

Annual performance in regard to these ratios is included in the Special Schedules in the annual Financial Statements, noting that the infrastructure section within the Schedules does not form part of the NSW Audit Office audit.

Noting the volatility in the timing of asset renewal and maintenance, performance as at the end of a reporting period, is an indication only of Council's likely performance against the benchmark for the year.

### **Cash and Investments**

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

## 2.1 Monthly Finance Report March 2025 (cont'd)

### Loans

As at 31 March 2025 Council has borrowings totaling \$207.6M, across all Funds and including the remaining Emergency Loan that is due to be fully paid in November 2025.

Table 5 – Outstanding loan borrowings by fund – March 2025

Fund	General Fund (\$'000)	Drainage Fund (\$'000)	General Fund Consolidated with Drainage Fund (\$'000)	Water and Sewer Fund (\$'000)
External loans – current	4,394	588	4,982	15,882
External loans - non current (excluding emergency loan)	8,848	5,870	14,718	136,426
Emergency loan	35,556	0	35,556	0
<b>Total external loans</b>	<b>48,798</b>	<b>6,458</b>	<b>55,256</b>	<b>152,308</b>

Current loans refer to loans payable in the next 12 months, while non-current loans are those payable after that.

Borrowing for infrastructure assets such as sewer, water, and drainage assets, which benefit multiple generations is appropriate, and is good practice, to achieve intergenerational equity.

### General Fund Debt

Although council has sufficient unrestricted cash to extinguish all General Fund loans, it is not prudent do so as early payment would result in break costs and the investment portfolio is returning a higher rate than the holding costs of the loans.

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

During the month of March 2025, a repayment of \$0.3M was made against the emergency loan, reducing the balance from \$35.8M reported as at the end of February 2025 to \$35.5M as at the end of this reporting period.

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

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

**Capital Works**

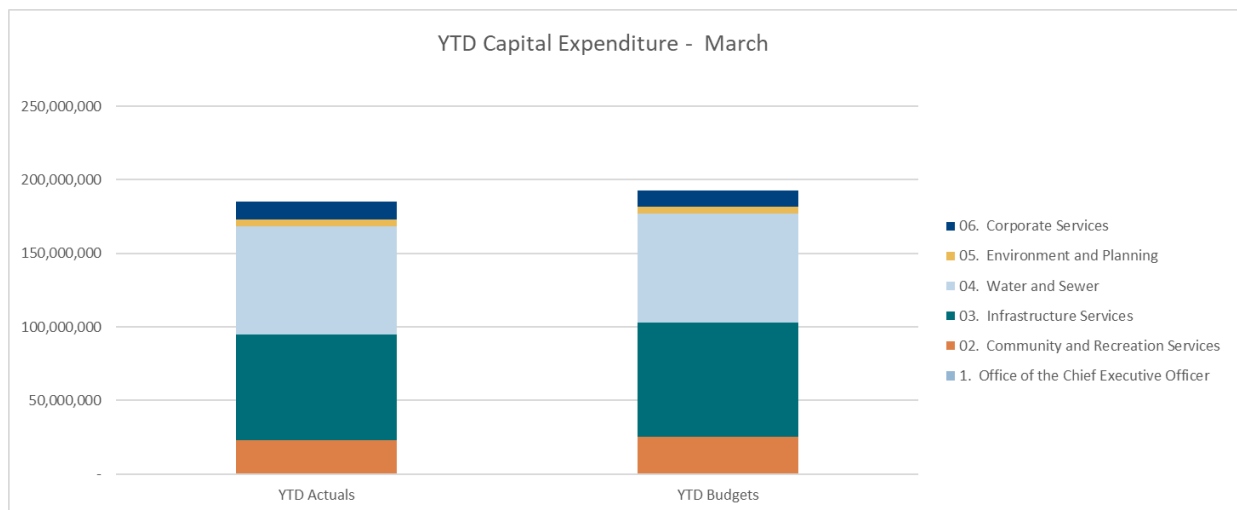
For 2024-25, Council has a FY capital budget of \$316.5M. As at 31 March 2025 capital expenditure is \$185.4M against a YTD budget of \$193.0M for the same period. Commitments (approved purchase orders to external suppliers) of \$45.4M have been raised for delivery this year.

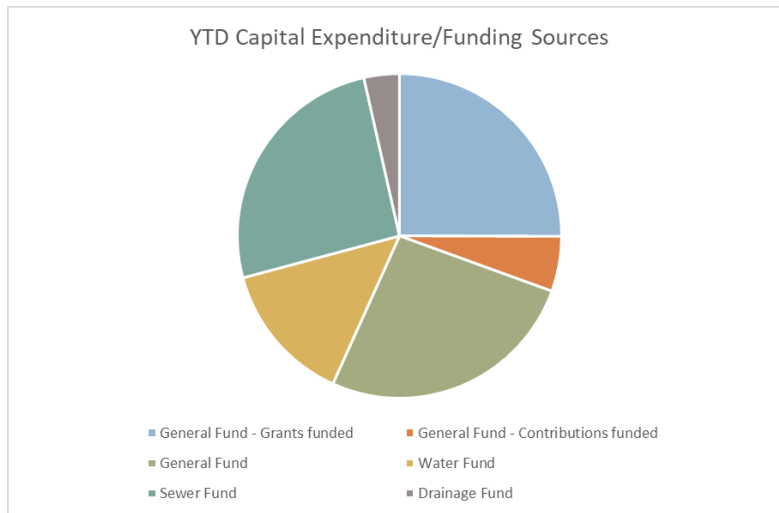
The current expenditure against budget indicates that delivery of works is trending behind anticipated timing, noting that delivery of works will accelerate in the final quarter of the financial year. Delivery of works is impacted by a number of factors including weather conditions, availability of suppliers,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

**Table 8 – Capital Expenditure – March 2025**

Department	Original Budget	FULL YEAR Budget	YTD Budgets	YTD Actuals	Commitments	YTD Variance	YTD Variance
	\$ 000s	\$ 000s	\$ 000s	\$ 000s	\$ 000s	\$ 000s	%
01. Office of the Chief Executive Officer	-	-	-	-	-	-	-
02. Community and Recreation Services	51,420	48,536	25,599	23,205	6,100	2,394	9.4%
03. Infrastructure Services	106,650	112,661	77,123	71,751	16,307	5,372	7.0%
04. Water and Sewer	122,366	122,366	74,069	73,627	16,311	441	0.6%
05. Environment and Planning	9,911	10,933	4,872	4,259	1,704	613	12.6%
06. Corporate Services	18,180	22,040	11,242	12,544	4,939	(1,302)	-11.6%
<b>Total</b>	<b>308,527</b>	<b>316,536</b>	<b>192,905</b>	<b>185,387</b>	<b>45,361</b>	<b>7,519</b>	<b>3.9%</b>

**Figure 1 – Capital Expenditure by Directorate**



**Figure 2 – Capital Expenditure by Funding Source**

### Stakeholder Engagement

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

### Financial Considerations

Financial Year (FY) Implications

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

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

**The FY adopted budget includes funding for this proposal.**

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

### Link to Community Strategic Plan

Theme 4: Responsible

### Goal G: Good governance and great partnerships

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

**Risk Management**

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

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

**Critical Dates or Timeframes**

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

**Attachments**

Nil



**Item No:** 2.2  
**Title:** Monthly Investment Report March 2025  
**Department:** Corporate Services

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29 April 2025 Ordinary Council Meeting

Reference: F2020/03205 - D16628126  
Author: Michelle Best, Section Manager Financial Accounting and Assets  
Manager: Emma Galea, Chief Financial Officer  
Executive: Marissa Racomelara, Director Corporate Services

## Recommendation

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

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

## Report purpose

To present the monthly Investment Report for March 2025.

## Executive Summary

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

## Background

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

- (1) *The Responsible Accounting Officer of a Council*
- a must provide the council with a written report (setting out details of all money that the council has invested under section 625 of the Act) to be presented*
    - i. if only one ordinary meeting of the council is held in a month, at that meeting, or*
    - ii. if more than one such meeting is held in a month, at whichever of those meetings the council by resolution determines, and*

## 2.2 Monthly Investment Report March 2025 (cont'd)

- b must include in the report a certificate as to whether the investment has been made in accordance with the Act, the regulations and the council's investment policies.*
- (2) The report must be made up to the last day of the month immediately preceding the meeting.*

### Certification

*I hereby certify the investments summarised in the report have been made in accordance with section 625 of the Local Government Act 1993, clause 212 of the Local Government (General) Regulations 2021 and Council's Investment Policy.*

*Emma Galea, Responsible Accounting Officer*

### Report

Council's cash and investment portfolio totalled \$855.56M as at 31 March 2025. A listing of investments is attached as (Attachment 1) to this report.

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

As at 31 March 2025 Council's ESG investments comprised 1.87% or \$15M of the total investments portfolio.

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

Type	Carrying Value (\$'000)
Investment Portfolio:	
At Call Account	\$11,655
Term Deposits	\$315,000
Floating Rate Notes	\$431,150
Fixed Rate Bonds	\$37,630
Floating Bonds	\$5,000
Transactional accounts and cash in hand	\$55,125
<b>Total</b>	<b>\$855,560</b>

## 2.2 Monthly Investment Report March 2025 (cont'd)

Council's portfolio is held in separate funds by purpose and is summarised in the table below:

**Table 2 - Council's Portfolio by Fund**

<b>Fund</b>	<b>General Fund</b>	<b>Drainage Fund</b>	<b>General Fund Consolidated with Drainage Fund</b>	<b>Domestic Waste Fund</b>	<b>Water and Sewer Fund</b>
	<b>(\$'000)</b>	<b>(\$'000)</b>	<b>(\$'000)</b>	<b>(\$'000)</b>	<b>(\$'000)</b>
External Restricted Cash	234,842	40,165	275,007	118,743	229,298
Internal Restricted Cash	152,308	19	152,327		
Total Restricted Cash	387,150	40,184	427,334	118,743	229,298
<b>Unrestricted Cash</b>	<b>114,685</b>	<b>(34,500)</b>	<b>80,185</b>		
<b>Total Cash</b>	<b>501,835</b>	<b>5,684</b>	<b>507,519</b>	<b>118,743</b>	<b>229,298</b>

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

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

Council is continuing to manage the reported negative unrestricted funds balance in the Drainage Fund through its consolidation with the General Fund. The negative unrestricted funds balance in the Drainage Fund is currently \$34.50M. From 2026-27 the Drainage Fund will become part of Council's General Fund as IPART will no longer regulate Stormwater Drainage prices.

In the interim, the unrestricted funds deficit of \$34.50M in the Drainage Fund is proposed to be offset through the General Fund's available unrestricted cash balance.

### **Portfolio Management**

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

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

**Table 3 – Portfolio Movement (Investments only)**

	<b>2024-25 YTD Actuals (\$'000)</b>
Opening Balance	704,398
Net Movement	96,037
<b>Closing balance</b>	<b>800,435</b>

Net movement includes maturities and new investments.

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

**Table 4 - Investment Maturities**

<b>Time Horizon</b>	<b>Percentage Holdings</b>	<b>Maturity on or before</b>	<b>Value \$'000</b>
<b>At Call</b>	1.45%	Immediate	11,655
<b>Investments</b>			
0 - 3 months	12.12%	Jun-2025	97,000
4 - 6 months	13.13%	Sep-2025	105,130
7 - 12 months	25.87%	Mar-2026	207,050
1 - 2 years	30.11%	Mar-2027	241,000
2 - 3 years	8.25%	Mar-2028	66,000
3 - 4 years	4.70%	Mar-2029	37,600
4 - 5 years	4.37%	Mar-2030	35,000
<b>Total Investments</b>	<b>98.55%</b>		<b>788,780</b>
<b>Total Portfolio</b>	<b>100.00%</b>		<b>800,435</b>

### Portfolio Performance

The Reserve Bank of Australia (RBA) maintained the cash rate at 4.10% in March 2025.

Investments are made within Council policy and at the best rates available at the time of placement. Interest rates on investments in the month, ranged from 1.03% to 6.40%.

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

**Table 5 – Investment returns**

	<b>Weighted running yield</b>	<b>RBA Cash Rate</b>	<b>BBSW benchmark</b>
March 2025	5.01%	4.10%	4.09%

Table 6 – Performance Statistics

	1 Month	3 Month	12 Month	Since Inception
Portfolio Return <sup>1</sup>	0.36%	1.24%	5.38%	2.67%
Performance Index <sup>2</sup>	0.35%	1.07%	4.46%	2.37%
Excess Performance	0.01%	0.17%	0.92%	0.30%

<sup>1</sup> Portfolio performance is the rate of return of the portfolio over the specified period.

<sup>2</sup> The Performance index is the Bloomberg AusBond Bank Bill Index.

<sup>3</sup> Excess performance is the rate of return of the portfolio in excess of the Performance Index.

Table 7 – Policy Compliance – Credit Rating

Credit Rating Group	% of portfolio	Policy Limit	
BBB	45.87%	<b>60.0%</b>	✓
A	39.50%	<b>70.0%</b>	✓
AA	14.63%	<b>100.0%</b>	✓
AAA	0.0%	<b>100.0%</b>	✓
	100%		

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

Table 8 – Policy Compliance – Terms

Term	% of portfolio *	Policy Limit	
Cash At Call	1.46%		
Less than 1 year	51.12%	<b>100%</b>	✓
Between 1 and 3 years	38.35%	<b>70%</b>	✓
Between 3 and 5 years	9.07%	<b>40%</b>	✓
Over 5 years	0.0%	<b>5%</b>	✓
	100%		

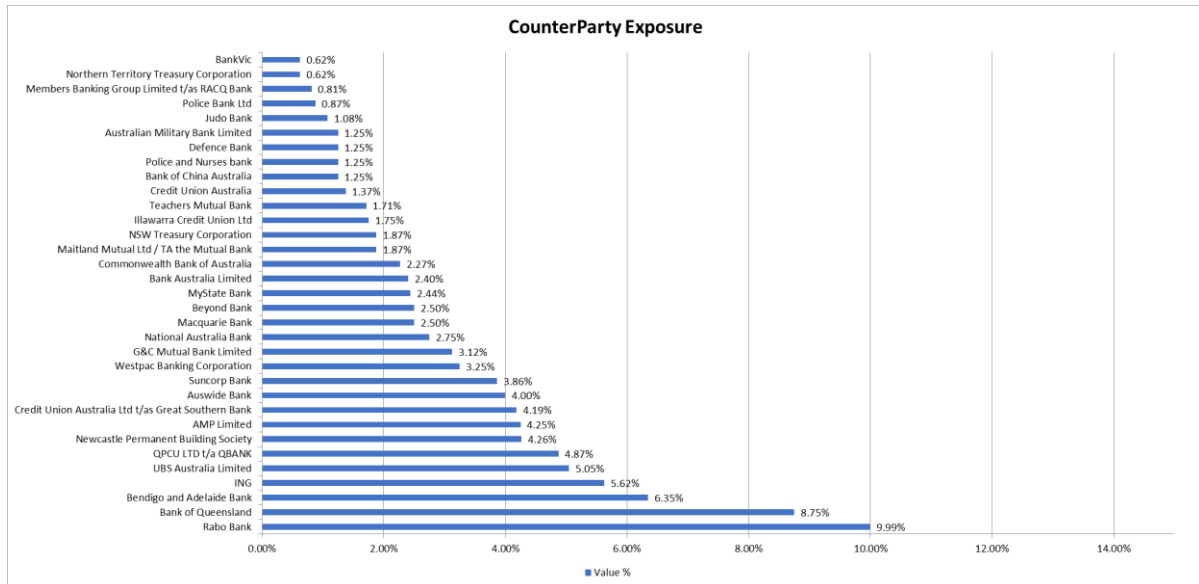
\*Based on face value

✓ compliant

× non-compliant

**Graph 1 – Counter Party Exposure**

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



**Stakeholder Engagement**

Nil

**Financial Considerations**

Financial Year (FY) Implications

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

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

**The FY adopted budget includes the impact for this proposal.**

**Link to Community Strategic Plan**

Theme 4: Responsible

**Goal G: Good governance and great partnerships**

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

**Risk Management**

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

Council's investments are made in accordance with the *Local Government Act 1993*, Local Government (General) Regulation 2021, Council's adopted Investments Management and Borrowings Policy, Ministerial Investment Order issued February 2011 and Division of Local Government (as it was then known) Investment Policy Guidelines published in May 2010.

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

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

**Critical Dates or Timeframes**

Nil

**Attachments**

<b>1</b>	Summary of Investment as at 31 March 2025	Provided Under Separate Cover	D16771117
<b>2</b>	Summary of Restrictions as at 31 March 2025	Provided Under Separate Cover	D16771868
<b>3</b>	Portfolio Valuation Report as at 31 March 2025	Provided Under Separate Cover	D16771120

**Item No:** 2.3  
**Title:** Economic Development Committee - Minutes  
April 2025  
**Department:** Community and Recreation Services



29 April 2025 Ordinary Council Meeting

Reference: F2025/00016 - D16772737

Executive: Melanie Smith, Director Community and Recreation Services

## Recommendation

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

- 1 Receives and notes the minutes of the Economic Development Committee meeting held in April 2025.***
- 2 Notes that the following motion was discussed at the Economic Development Committee;***

#### ***EDC6/25***

- 1 Economic Development Committee recommends that Council notes the following:***
  - a) the shortage of landfill sites in Greater Sydney***
  - b) the state government legislation for FOGO by 2030***
  - c) new and emerging technology to process waste***
  - d) over \$30million paid annually by council to the state government for garbage tax***
  - e) the strategic significance and value of Buttonderry waste facility with an estimated value exceeding \$2billion***
  - f) Briefing paper to be brought back the EDC to the July meeting***
- 2 Move the recommendation that a comprehensive briefing paper on Buttonderry Waste Facility with a view to seeking expressions of interest for the future development, operation and income generation of the site.***
- 3 Notes that a detailed comprehensive Business Case will be presented to Council on Food Organics and Garden Organics (FOGO) in June 2025 that identifies Buttonderry Waste Management Facility (BWMF) as the proposed location to process FOGO.***

- 4** *Notes that a workshop is proposed after June 2025 to consider potential further options for Buttonderry Waste Management Facility including high level costs and potential scaled growth opportunities.*

### **Report purpose**

To provide minutes of the Economic Development Committee meeting.

### **Executive Summary**

The Economic Development Committee met (EDC) on 1 April 2025. Minutes of the meeting are provided for the information of Council. Council Officers have also proposed an alternate recommendation regarding the Buttonderry Waste Management Facility (BWMF).

### **Report**

Minutes of the Committee meeting held on 1 April 2025 are reported for the information of Council. The minutes (Attachment 1) have been approved by the Committee Coordinator and will be reported to the Committee for confirmation at the next scheduled meeting.

### **Background**

The EDC resolved to recommend to Council that a comprehensive briefing paper be prepared on BWMF, with a view to seeking Expressions of Interest (EoI) for the future development, operation and income generation of the facility. Taking Council's current and localised operations and escalating the BWMF will be a significant change from current business activities and would require a step change in the operational scale, Council staff structure, and management approach.

At present the BWMF operates as a reasonably small-scale local landfill which provides a community focused service that allows the safe disposal of waste predominantly from the Central Coast LGA. The facility currently receives around 75,000 tonnes of domestic waste and 40,000 tonnes of commercial waste and is currently processing over 50,000 tonnes of organic waste per year.

To undertake a meaningful EoI within the waste industry for a change in current activities and to ensure valid responses are submitted, it would require both a clear set of aims and objectives that Council is seeking responses to, and to articulate current restrictions and obstacles that may need to be considered by any organisation submitting an EoI response. The EoI process would also have to be undertaken in a manner that ensures probity and require extensive documentation to provide prospective respondents with sufficient information.

The following non-exhaustive list shows some of the areas that would need further investigations and considerations prior to, and included within, the Eol process:

- Current consent conditions – the BWMF is currently operating within existing license and planning conditions. Further expansion will require insight into any planning or license issues that may impact an Eol submission.
- Engineering and construction constraints and considerations – site access, geotech and ground conditions, maximum physical potential volume, water and leachate mass balance and available treatment options.
- Current plans for site – cell construction, FOGO Facility, resource recovery, community services and facilities.

Each of these issues will need to be fully understood prior to conducting a productive Eol process and will require external support to investigate and bring together a successful Eol process. Given that current resources are managing the FOGO process, it is not possible to currently undertake this scale of activity at present.

Council Officers are currently finalising a report to Council (planned June 2025) which provides details on the FOGO Business Case and planned methodology for the introduction of FOGO. Whilst the details of that report are yet to be finalised, the Business Case builds upon the previous reports which identified that a FOGO facility should be constructed at the BWMF and be provided and delivered via a Public Private Partnership (PPP) process.

The planned introduction of FOGO at this stage complies with the NSW FOGO Mandate regarding the introduction of FOGO by July 2030. Whilst this may seem some time away, the procurement, construction and introduction of the FOGO service is a significant project that requires the available time to implement. Any delays in the introduction of FOGO at this time may place Council at risk of not meeting the mandated implantation date and at risk of fines up to \$500,000 for not implementing and \$50,000 per day for each day the service is not available.

### **Financial Considerations**

Financial Year (FY) Implications.

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

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

**The FY adopted budget includes funding for this proposal.**

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

Theme 4: Responsible

**Goal G: Good governance and great partnerships**

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



**Risk Management**

Nil

**Critical Dates or Timeframes**

Nil

**Attachments**

1   MINUTES - Economic Development Committee - 1 April 2025      D16758362



Central Coast Council

## Economic Development Committee

Held in the Council Chamber  
 2 Hely Street, Wyong  
 01 April 2025

# MINUTES

### Attendance

#### Members

Cr John McNamara  
 Mayor Lawrie McKinna  
 Cr John Moulard  
 Cr Trent McWaide  
 Cr Belinda Neal  
 Cr Jane Smith  
 Cr Kyle MacGregor

#### Status

Present  
 Present  
 Present  
 Present  
 Present (remotely)  
 Apology  
 Absent

#### Guest

Andy Yelds, Chief Property Officer  
 Mingara Leisure Group

#### Status

Present

#### Staff

Mel Smith, Director Community and  
 Recreation Services  
 Jamie Loader, Director Environment  
 and Planning  
 Sue Ledingham, Unit Manager  
 Economic Development  
 Andrew Powrie, Business Economic  
 Development Manager  
 Briony Stiles, Civic Support Team  
 Leader  
 Karen Unsted, Civic Support  
 Lesa Farnsworth, Civic Support

#### Status

Present  
 Present  
 Present  
 Present  
 Present  
 Present  
 Present  
 Present

**Minutes of the Ordinary Meeting Economic Development Committee of Council (cont'd)**

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The Chair, John McNamara, declared the meeting open at 5:01pm.

The Chair read an Acknowledgement of Country statement.

**REPORTS**

**1.1 Introduction: Welcome, Acknowledgement of Country, and Apologies**

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5:01 pm

Cr Jane Smith has provided an Apology for this meeting in advance.  
Cr Kyle MacGregor - Absent.

A MOTION TO MOVE THE RECOMMENDATION was *MOVED* by Councillor MCNAMARA and *SECONDED* by Councillor MOULAND

**EDC1/25**

***That the Committee approves the request by Councillor Neal to attend the Economic Development Committee Meeting on 1 April 2025 at 5:00pm by audio-visual link in accordance with clause 6.24 of the Code of Meeting Practice due to personal reasons.***

FOR: UNANIMOUS

CARRIED

**1.2 Disclosures of Interest**

---

5:04 pm

No Conflicts were disclosed.

**1.3 Confirmation of Minutes of Previous Meeting**

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5: 05pm

A MOTION TO MOVE THE RECOMMENDATION was *MOVED* by Councillor MOULAND and *SECONDED* by Councillor MCWAIDE:

**EDC2/25**

***That the Committee confirm the minutes of the previous Economic Development Committee held on Tuesday 4 March 2025.***

FOR: UNANIMOUS

CARRIED

**Minutes of the Ordinary Meeting Economic Development Committee of Council (cont'd)**

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**1.4 Economic update on Mingara developments on the Coast including Mingara Retirement Living Development**

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5:06 pm

Chief Property Officer of Mingara Leisure Group spoke to the 'Mingara Retirement Living' presentation.

**1.5 Economic Indicators Update Report**

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5:30 pm

Business Development Manager spoke to the Economic Indicators Presentation

A MOTION TO MOVE THE RECOMMENDATION was *MOVED* by Councillor MOULAND and *SECONDED* by Councillor MCKINNA:

**EDC3/25**

- 1 That the Committee notes the economic indicators update report.**
- 2 That the Economic Indicators Update Report be provided to the Committee on a quarterly basis.**

FOR: UNANIMOUS

CARRIED

**1.6 Destination Management Plan 2022-2025 Progress Report 2024**

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6:01 pm

Unit Manager, Customer Marketing and Economic Development spoke to the CCDMP 22-25 Economic Development Presentation

A MOTION TO MOVE THE RECOMMENDATION was *MOVED* by Councillor MOULAND and *SECONDED* by Councillor MCWAIDE:

**EDC4/25**

**That the Committee:**

- 1 Receives the 2024 progress report and Attachment 1 on the Progress of Actions of the Central Coast Destination Management Plan 2022-2025.**
- 2 Receives a further Report on the progress of the Destination Management Plan in twelve months to finalise the Central Coast Destination Management Plan 2022-2025.**
- 3 Receives a report in regards to options to address parking issues impacting businesses in our town centres.**

**Minutes of the Ordinary Meeting Economic Development Committee of Council (cont'd)**

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COUNCILLOR NEAL LEFT THE MEETING AT 6:23 PM AS A RESULT TOOK NO PART IN VOTING ON THIS ITEM

FOR: UNANIMOUS

**CARRIED**

**1.7 DA Statistics**

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6:27 pm

COUNCILLOR NEAL RETURNED TO THE MEETING AT 6:32PM

A MOTION TO MOVE THE RECOMMENDATION was *MOVED* by Councillor MOULAND and *SECONDED* by Councillor MCWAIDE:

**EDC5/25**

***That the Committee notes the Development Application statistics contained within the report.***

FOR: UNANIMOUS

**CARRIED**

**1.8 General Business and Review Action Log**

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6:42 pm

COUNCILLOR NEAL LEFT THE MEETING AT 6:44 PM

A MOTION TO MOVE THE RECOMMENDATION was *MOVED* by Councillor MOULAND and *SECONDED* by Councillor MCWAIDE:

**EDC6/25**

**1 Economic Development Committee recommends that Council notes the following:**

- a) ***the shortage of landfill sites in Greater Sydney***
- b) ***the state government legislation for FOGO by 2030***
- c) ***new and emerging technology to process waste***
- d) ***over \$30million paid annually by council to the state government for garbage tax***
- e) ***the strategic significance and value of Buttonderry waste facility with an estimated value exceeding \$2billion***
- f) ***Briefing paper to be brought back the EDC to the July meeting***

**2 Move the recommendation that a comprehensive briefing paper on Buttonderry Waste Facility with a view to seeking expressions of interest for the future development, operation and income generation of the site.**

**Minutes of the Ordinary Meeting Economic Development Committee of Council (cont'd)**

---

FOR: UNANIMOUS

CARRIED

**The Meeting** concluded at 6:48pm.

UNCONFIRMED



**Item No:** 2.4  
**Title:** Infrastructure and Assets Committee - Minutes April 2025  
**Department:** Infrastructure Services

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29 April 2025 Ordinary Council Meeting

Reference: F2025/00016 - D16787019

Executive: Boris Bolgoff, Director Infrastructure Services

### **Recommendation**

- 1 That Council receives and notes the minutes of the meeting held by the Infrastructure and Assets Committee on 1 April 2025.***
  
- 2 That the 2025/26 Capital delivery budget associated with Project 27306 (Disaster rehabilitation at Settlers Roads, Wisemans Ferry) be increased by \$2,855,177, from \$1,453,072 to \$4,308,249 which is 100% grant funded.***

### **Report purpose**

To provide minutes of the April meeting of the Infrastructure and Assets Committee.

### **Executive Summary**

The Infrastructure and Assets Committee met on 1 April 2025. Minutes of this meeting are provided for Council's consideration. The Committee was provided a detailed overview of the proposed meeting cadence which was based on the terms of reference. The Committee also considered a grant funded project in Wisemans Ferry to stabilise the embankment that is fully grant funded.

### **Report**

Minutes of the Committee meeting held in April 2025 are reported for the information of Council. The minutes at (Attachment 1) have been approved by the Committee Coordinator and will be reported to the Committee for confirmation at the next meeting which is scheduled for 10 June 2025.

### **Stakeholder Engagement**

Nil.

### **Financial Considerations**

Financial Year (FY) Implications.

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

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

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

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

Theme 4: Responsible

### **Goal G: Good governance and great partnerships**

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

### **Risk Management**

Nil.

### **Critical Dates or Timeframes**

Nil.

### **Attachments**

1   MINUTES - Infrastructure and Assets Committee - 8 April 2025 D16771442



Central Coast Council

## Infrastructure and Assets Committee

Held in Function Room 2  
 2 Hely Street, Wyong  
 08 April 2025

# MINUTES

### Attendance

#### Members

Cr Rachel Stanton (Chairperson)	Present
Cr Belinda Neal (Deputy Chairperson)	Present
Mayor Lawrie McKinna	Present
Cr Kyla Daniels	Present
Cr Doug Eaton OAM	Apology
Cr Jane Smith	Present
Cr Jared Wright	Present
Cr John McNamara (Alternate)	Present

#### Status

#### Guest

Cr John Moulard	Present
Cr Helen Crowley	Present (remotely)
Cr Margot Castles	Present (remotely)
Cr Sharon Walsh	Present (remotely)

#### Status

#### Staff

Boris Bolgoff, Director of Infrastructure Services	Present
Michael Ross, Unit Manager Procurement and Project Management	Present
Stephanie Prouse, Section Manager Councillor and Democratic Services	Present
Briony Stiles, Team Leader Civic Support	Present
Tess McGown, Civic Support Officer	Present
Kylie Blakely, Civic Support Officer	Present

#### Status

**Minutes of the Infrastructure and Assets Committee of Council (cont'd)**

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The Chairperson, Councillor Rachel Stanton, declared the meeting open at 5:03 pm.

A PROCEDURAL MOTION WAS *MOVED* by Councillor STANTON and *SECONDED* by Councillor NEAL:

***That the Committee approves the request by Councillors Walsh, Crowley and Castles to attend the Infrastructure and Assets Committee meeting on 8 April 2025 at 5:00pm by audio-visual link in accordance with clause 6.24 of the Code of Meeting Practice.***

FOR: UNANIMOUS

**CARRIED**

The Chairperson read an Acknowledgement of Country statement.

**REPORTS**

**1.1 Introduction: Welcome, Acknowledgement of Country, and Apologies**

5:03 pm

Cr Doug Eaton OAM – Apology.

A PROCEDURAL MOTION was *MOVED* by Councillor WRIGHT and *SECONDED* by Councillor DANIELS:

***That in the absence of Councillor Eaton, Councillor McNamara as an alternative member, be provided voting rights for the Infrastructure and Assets meeting on 8 April 2025 at 5:00pm, until such time Councillor Eaton attends the meeting.***

FOR: UNANIMOUS

**CARRIED**

**1.2 Disclosures of Interest**

5:05 pm

No conflicts were disclosed.

**1.3 Central Coast Council Capital Works Process**

5:06pm

Director Infrastructure Services spoke to the 'Inaugural Meeting' presentation.

Minutes of the Infrastructure and Assets Committee of Council (cont'd)

A MOTION TO MOVE THE RECOMMENDATION was *MOVED* by Councillor WRIGHT and *SECONDED* by Councillor DANIELS:

**IAC1/25**

**That the Committee:**

- 1 Notes this information report on the Central Coast Council's capital works.**
- 2 Notes that Council staff are tracking all of the federal election commitments.**
- 3 Receives a report to come back to this committee which details the commitments of the successful candidates following the federal election.**

FOR: UNANIMOUS

CARRIED

**1.4 Settlers Road, Wisemans Ferry (Project 27306) - Natural Disaster Project Grant Funding Increase and budget requirement**

5:52 pm

Director Infrastructure Services spoke to the 'Settlers Road, Wisemans Ferry (Project 27306)' presentation.

A MOTION TO MOVE THE RECOMMENDATION was *MOVED* by Councillor NEAL and *SECONDED* by Councillor WRIGHT:

**IAC2/25**

**That the Committee:**

- 1 Notes that Transport for New South Wales has recently increased grant funding offered under NSW Disaster Recovery Funding Arrangements, Essential Public Assets Reconstruction Works, AGRN – NSW Severe Weather and Flooding – 22 Feb 2022, 1012 LR Package 6 Settlers from \$2,331,030 to \$5,012,445.59.**
- 2 Endorses the Capital delivery budget increase of the 2025/26 Delivery Plan for Project Number 27306 by \$2,855,177, from \$1,453,072 to \$4,308,249, to compliment available grant funding and enable works to recommence.**
- 3 Recommends to Council that the 2025/26 Capital delivery budget associated with Project 27306 (Disaster rehabilitation at Settlers Roads, Wisemans Ferry) be increased by \$2,855,177, from \$1,453,072 to \$4,308,249 which is 100% grant funded.**

FOR: UNANIMOUS

CARRIED

**Minutes of the Infrastructure and Assets Committee of Council (cont'd)**

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**1.5 General Business**

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6:03 pm

The next meeting of the Infrastructure and Assets Committee is scheduled for 5:00pm on Tuesday, 10 June 2025 at the Wyong Administration Building.

**The Meeting** concluded at 6:06pm.

UNCONFIRMED

## 2.5 Integrated Planning and Reporting (IP&R) Draft Document Suite - For Exhibition (cont'd)

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**Item No:** 2.5  
**Title:** Integrated Planning and Reporting (IP&R) Draft Document Suite - For Exhibition  
**Department:** Corporate Services

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29 April 2025 Ordinary Council Meeting

Reference: F2024/00100 - D16732390  
Author: Vivienne Louie, Senior Financial Project Coordinator Finance  
Sharon McLaren, Section Manager Corporate Planning and Reporting  
Executive: Nicole Jenkins, Executive Officer Performance and Communications

### Recommendation

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

**1** ***Endorses the following documents for the purposes of public exhibition from Thursday 1 May to Monday 2 June 2025 and invite public submissions in accordance with the Local Government Act 1993:***

- ***Draft Community Strategic Plan 2025-2035 – Attachment 1***
- ***Draft Delivery Program 2025-2029 and Operational Plan 2025/26 – Attachment 2***
- ***Draft Fees and Charges 2025/26 – Attachment 3***
- ***Fees and Charges Comparison Table – Attachment 4***
- ***Draft Workforce Management Strategy 2025-2029 – Attachment 5***
- ***Draft Asset Management Strategy 2025-2035 – Attachment 6***
- ***Draft Long Term Financial Plan 2025-2035 – Attachment 7***

**2** ***Authorises the Chief Executive Officer to make appropriate amendments to the draft documents to correct identified numerical, grammatical or typographical errors prior to formal public exhibition.***

### Report purpose

The purpose of this report is to recommend that the following documents are endorsed for public exhibition for a minimum period of 28 days:

- Draft Community Strategic Plan 2025-2035 – (Attachment 1)
- Draft Delivery Program 2025-2029 and Operational Plan 2025/26 – (Attachment 2)
- Draft Fees and Charges 2025/26 – (Attachment 3)
- Fees and Charges Comparison Table – (Attachment 4)
- Draft Workforce Management Strategy 2025-2029 – (Attachment 5)
- Draft Asset Management Strategy 2025-2035 – (Attachment 6)
- Draft Long Term Financial Plan 2025-2035 – (Attachment 7)

### **Executive Summary**

Under the Integrated Planning and Reporting (IP&R) Framework and in accordance with the *Local Government Act 1993* and *Local Government (General) Regulations 2021*, Council is required to prepare a new suite of IP&R documents to guide the direction of the new Council term. These documents are to be exhibited for a period of no less than 28 days, and adopted before the commencement of the new financial year (i.e. 30 June 2025)

The IP&R suite includes:

- Draft Community Strategic Plan 2025-2035
- Draft Delivery Program 2025-2029 and Operational Plan 2025/26
- Draft Fees and Charges 2025/26
- Draft Workforce Management Strategy 2025-2029
- Draft Asset Management Strategy 2025-2035
- Draft Long Term Financial Plan 2025-2035

These documents have been prepared in accordance with the above and are ready for public exhibition.

### **Background**

Following a local government election Council is required to prepare its full suite of IP&R documents inclusive of: Community Strategic Plan, four year Delivery Program, one year Operational Plan and Resourcing Strategies; Workforce Management Strategy, Asset Management Strategy and Long Term Financial Plan. The preparation of these documents are guided by the IP&R Guidelines, *Local Government Act 1993* and *Local Government (General) Regulations 2021* and are required to be exhibited for public review and submission, before a final suite is adopted before commencement of the new financial year (30 June 2025).

Council staff have prepared these documents in accordance with legislation and are now seeking endorsement to publicly exhibit the suite.

**Report**

The draft IP&R document suite recommended for exhibition includes:

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**Community Strategic Plan**



The Community Strategic Plan (CSP) sits atop of the IP&R Framework, detailing what's important to the community, their priorities, and the desired state for the Central Coast region. It is a 10 year plan that is prepared through engagement with the community and covers all aspects of community life. As such, the plan includes aspirations both directly and indirectly within Council's control. Noting that the plan cannot be delivered solely by Council and requires support from state and federal government, private organisations, community groups and community members. This draft CSP 2025-2035 represents a progressive change in where the community is, moving away from the original 'One' Central Coast to now 'Our' Central Coast.

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**Delivery Program and Operational Plan**



The Delivery Program and Operational Plan is the next layer within the IP&R Framework and brings the CSP to life. The Delivery Program details the focus and priorities of Council for the four year term (2025-26 to 2028-29), while the Operational Plan details the specific actions, projects and annual budget to be delivered in the 2025/26 financial year, as well as the proposed rates and annual charges. The work to be delivered aligns to CSP and aims to achieve the community's aspirations.

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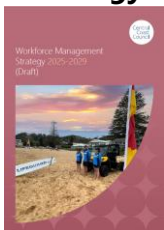
**Fees and Charges**



The Fees and Charges includes a breakdown of user fees and charges proposed to be charged in the 2025-26 financial year. The fees include those that are set in line with the cost of providing the service, benchmarking with the market, or as stipulated by legislation. A comparison of fees and charges to 2024-25 is also provided to assist in understanding the changes between this financial year and next.

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**Workforce Management Strategy**



The Workforce Management Strategy 2025-2029 is a four year strategy that forms part of the Resourcing Strategy. The strategy includes details of the current workforce and how Council will ensure the right resources by investing in its people to provide services to the community and deliver the strategic direction.

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## 2.5 Integrated Planning and Reporting (IP&R) Draft Document Suite - For Exhibition (cont'd)

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### Asset Management Strategy



The Asset Management Strategy 2025-2035 is a 10 year strategy that forms part of Resourcing Strategy. The strategy guides the planning, construction maintenance and operations of assets, whilst consideration to the condition of assets is given for present and future use and that the long-term financial needs are identified and planned for, both technically and financially. An Asset Management Policy is also included in the Strategy.

### Long Term Financial Plan



The Long Term Financial Plan 2025-2035 is a 10 year plan that forms part of the Resourcing Strategy. The plan provides long-term financial projections, highlights potential issues that could impact Council's future financial sustainability, assesses the long-term financial sustainability of current and future service levels, tests various scenarios concerning different levels of service delivery, identifies future funding gaps in advance, and allows sensitivity testing about different assumptions in the plan.

## Stakeholder Engagement

The preparation of the draft IP&R document suite has been informed through the community engagement conducted as part of the review of the CSP, 'One Central Coast', as well as other engagement such as customer satisfaction surveys, project specific consultation, customer requests and feedback.

Councillors have also been involved in the preparation of the draft IP&R document suite through a number of workshops and briefings, commencing in October 2024 to April 2025. Councillors have provided their input and their focus over the term, of which are aligned to the CSP and priorities of the community and have been incorporated into the documents.

## Financial Considerations

Financial Year (FY) Implications.

**The proposal does not have financial implications for the current year but impacts outer years. The impact on the LTFP is detailed below.**

### Draft 2025/26 Operating Budget

The 2025/26 operating budget has been developed based on the Long-Term Financial Plan adopted by Council in June 2024 as a guide and implements elements of the Financial Sustainability Strategy supporting the Plan. The budget is based on assumptions that consider current and forecasted income and expenditure trends, as well as opportunities and risks anticipated to impact the 2025/26 financial year. This budget forms the base year for the 2025-2035 Long Term Financial Plan, as included in the Integrated Planning and Reporting suite.

## 2.5 Integrated Planning and Reporting (IP&R) Draft Document Suite - For Exhibition (cont'd)

The consolidated operating position includes the General, Drainage and Domestic Waste Funds. The Water and Sewer Funds are reported separately, as these are subject to an external funding process through the Independent Pricing and Regulatory Tribunal (IPART).

The Operational Plan 2025/26 is underpinned by an operational budget generating a consolidated operating surplus (excluding Water and Sewer Funds) of \$4.5M.

The General Fund has an operating surplus of \$8.9M offset by an operating deficit in the Drainage Fund of \$5.8M. The Domestic Waste Fund has an operating surplus of \$1.5M.

The projected financial position (excluding the Water and Sewer Funds) continues Council's positive financial performance of three (3) consecutive financial years of operating surpluses.

The budget reflects Council maintaining service delivery and supports the delivery of actions and projects as included in the Operational Plan, which align to the Councillor priorities and achieve the Community Strategic Plan. Council's financial position continues to support and elevate good governance, sound financial management and reflects financial stability and ensuring that the Council remains on the trajectory of ongoing financial sustainability.

Council's prudent financial management has enabled the full extinguishment of one of the emergency loans taken out by Council when it was facing financial challenges. At the time a temporary special rate variation was secured of which approximately 38% related to funding of the loans, with the remaining amount being required to support ongoing financial sustainability. The 2025/26 operating result reflects the full repayment of the remaining emergency loan in November 2025.

Financial Summary - Consolidated (excluding Water and Sewer)	2024/25 (Original Budget)	2025/26
	\$ 000's	\$ 000's
Operating Income	498,318	535,688
Operating Expenditure*	(494,756)	(531,154)
<b>Net Operating Result (excluding Capital Grants and Contributions)</b>	<b>3,562</b>	<b>4,534</b>
Capital Grants and Contributions	83,390	75,608
<b>Net Operating Result (including Capital Grant and Contributions)</b>	<b>86,952</b>	<b>80,142</b>

The 2025/26 financial year is the last year of the May 2022 four-year pricing determination by the IPART for Council's water and sewer business.

The May 2022 pricing determination is reflected in the Water and Sewer Delivery Plan 2022-2026. The plan reflects a staged ramp up of expenditure to improve the quality of services that our community expects, with the following focus areas:

- Stronger accountability to our community
- Ongoing engagement with our customers and community to better understand values and priorities
- Improvements to our asset and project management framework.

## 2.5 Integrated Planning and Reporting (IP&R) Draft Document Suite - For Exhibition (cont'd)

Over the first three (3) years of the determination, Council has been actively implementing IPART's recommendations. However, progress has been significantly slowed down by the COVID 19 pandemic, through the impacts on the supply chain, and the cost of materials and contracts. Securing the necessary resources to achieve the required business growth has also been challenging. Council is required to ensure that all the allocated funding over the four years of the IPART pricing determination is applied and the associated outcomes are delivered.

Accordingly, the 2025/26 budget allocation reflects the full application of funding allowed over the four-year period of the determination. The delay in expenditure over the initial years of the determination, resulted in a misalignment between the annual income and expenditure in those years, with expenditure being planned for 2025/26 set to exceed the revenue received in the financial year, by utilising surpluses from previous years.

The 2025/26 Water and Sewer budget allocation and the associated required expenditure result in an operating deficit for 2025/26, and overall balanced operating result over the four years of the determination. The delivery of outcomes in this determination will ensure that Council is well placed when making the submission for the next pricing determination period.

Financial Summary - Water and Sewer	2024/25 (Original Budget)	2025/26
	\$ 000's	\$ 000's
Operating Income	229,256	238,441
Operating Expenditure*	(222,117)	(244,956)
<b>Net Operating Result (excluding Capital Grants and Contributions)</b>	<b>7,139</b>	<b>(6,515)</b>
Capital Grants and Contributions	26,202	24,546
<b>Net Operating Result (including Capital Grant and Contributions)</b>	<b>33,341</b>	<b>18,031</b>

Details regarding the 2025/26 Operating Budget can be found in the *Draft Delivery Program 2025-2029 and Operational Plan 2025/26* – (Attachment 2) to this report.

### Financial Sustainability – Draft Long Term Financial Plan 2025-2035

This LTFP should be read in conjunction with Council's adopted Financial Sustainability Strategy. The Strategy outlines several high-level actions that Council will need to undertake to continue to manage its financial settings to maintain financial sustainability.

The projected financial position (excluding the Water and Sewer operating result) continues to deliver positive financial performance over the next three consecutive financial years generating operating surpluses for the duration of the Delivery Program.

Council must ensure it remains financially sustainable into the future, over the next 10 years. The Draft Long Term Financial Plan 2025-2035 (LTFP) includes the projected financial performance over this period, under several scenarios. The various scenarios represent various assumptions regarding revenue, costs, and service levels.

Council, like most councils in NSW is facing a growing challenge when planning for a financially sustainable future. These challenges include:

- Increased costs to deliver services and meet regulatory requirements
- Increased demand for services from the community
- The diversion of resources away from local government due to cost shifting
- Constraints over major income streams due to rate pegging
- Constraints over income streams subject to relatively static statutory fees
- Caps placed on development contributions which have not increased, although the cost of providing the infrastructure continues to increase
- Ageing infrastructure and escalating expenditure required for asset maintenance and renewals
- Natural disasters

In addition to the above challenges, Council needs to plan for the expiry of the temporary Special Rate Variation in 2031, approved in May 2022. This event, if not addressed will significantly impact Council's ability to continue to provide services and deliver works to the community.

The LTFP includes five scenarios.

Scenario 1 – Base Case Model– This scenario assumes that no specific actions are taken by Council to change the current trajectory of its operating income and expenditure. Under this scenario, Council will have the following reductions in revenue:

- Stormwater drainage service charges income ceasing on 30 June 2026. Forecasted reduction in income of \$22.4M from 2026/27.
- Removal of \$31.0M in 2031/32 reflecting the expiry of the temporary increase in rating income, implemented in 2021/22.

Council has already taken action regarding the stormwater drainage service charges income and is currently awaiting a response from the Minister for Local Government.

This scenario does not support financial sustainability as Council will start experiencing operating losses from 2026/27 (\$23.5M loss), growing to a loss of \$88.3M in 2034-35. This will also result in a progressive depletion of unrestricted cash, resulting in no cash being available from 2031/32.

This scenario is included in the LTFP as a base case model, but it is not considered to be a viable option.

Scenarios 2, 3(a), 3(b) and 3(c) - provide various options available for Council to determine through engagement with the community. These four options have varying impact on rates payable, Council revenue, services and service levels and risk.

The Draft Delivery Program 2025-2029 has been based on Scenario 2. Under this scenario there is **no** change to rates payable beyond the applicable annual rate-pegging increases

## 2.5 Integrated Planning and Reporting (IP&R) Draft Document Suite - For Exhibition (cont'd)

(which will apply under all scenarios modelled). Should Council wish to alter the Scenario to form the basis of its financial planning, the corresponding changes will need to be made to the Delivery Program.

The assumptions and projected impact on service levels and associated risks are summarised below:

### Impact on estimated 2031-32: Average Rate, Services and Revenue

	LTFP SCENARIO 2 New SRV \$31M	LTFP SCENARIO 3A No new SRV	LTFP SCENARIO 3B New SRV \$19M	LTFP SCENARIO 3C New SRV \$23M
Rate & Rate Impact @ FY 31/32	\$1,971   nil	\$1,745   rate reduction \$226	\$1,881   rate reduction \$90	\$1910   rate reduction \$61
Service Impact	Maintain current service levels	-\$22M - Significant reduction in service levels including exit of some services	-\$4M - Moderate reduction in some service levels	Impact on current service levels as a consequence of the reduction in internal service levels. e.g. Less grant income will reduce delivery of community projects.
Revenue Impact	+ \$7M from other sources: - Increase user fees & charges - Reduce subsidies - Optimise investments (cash & property) - Strategic utilisation of council assets - etc  + \$31M from new SRV SRV process to commence FY29/30	+ \$7M from other sources: - Increase user fees & charges - Reduce subsidies - Optimise investments (cash & property) - Strategic utilisation of council assets - etc  No SRV	+ \$7M from other sources: - Increase user fees & charges - Reduce subsidies - Optimise investments (cash & property) - Strategic utilisation of council assets - etc  + \$19M from new SRV SRV process to commence FY 29/30	+ \$7M from other sources - Increase user fees & charges - Reduce subsidies - Optimise investments (cash & property) - Strategic utilisation of council assets - etc  + \$23M from new SRV SRV process to commence FY29/30

## 2.5 Integrated Planning and Reporting (IP&R) Draft Document Suite - For Exhibition (cont'd)

### Impact on estimated 2031/32: Operational Efficiencies and Internal Service Levels

	LTFP SCENARIO 2	LTFP SCENARIO 3A	LTFP SCENARIO 3B	LTFP SCENARIO 3C
Efficiency Impact <i>Impact on the organisation</i>	<b>\$13M Operational efficiencies:</b> <ul style="list-style-type: none"> <li>- Streamline internal processes</li> <li>- Technology enablement</li> <li>- Procurements settings</li> <li>- Supply chain management</li> <li>- Alternate delivery models</li> </ul>	<b>\$13M Operational efficiencies:</b> <ul style="list-style-type: none"> <li>- Streamline processes</li> <li>- Technology enablement</li> <li>- Procurements settings</li> <li>- Supply chain management</li> <li>- Alternate delivery models</li> </ul> <b>\$8M internal service levels:</b> <ul style="list-style-type: none"> <li>- Reduce proactive governance programs incl internal audit</li> <li>- Delayed customer service response times</li> <li>- Limit asset maintenance to reactive only.</li> <li>- Reduce financial oversight</li> <li>- Reduce legal defences</li> <li>- Reduce investment in emerging technologies</li> <li>- Reduce support to councillors</li> <li>- Reduce capacity to apply for grants</li> <li>- etc</li> </ul>	<b>\$13M Operational efficiencies:</b> <ul style="list-style-type: none"> <li>- Streamline processes</li> <li>- Technology enablement</li> <li>- Procurements settings</li> <li>- Supply chain management</li> <li>- Alternate delivery models</li> </ul> <b>\$8M internal service levels:</b> <ul style="list-style-type: none"> <li>- Reduce proactive governance programs incl internal audit</li> <li>- Delayed customer service response times</li> <li>- Limit asset maintenance to reactive only.</li> <li>- Reduce financial oversight</li> <li>- Reduce legal defences</li> <li>- Reduce investment in emerging technologies</li> <li>- Reduce support to councillors</li> <li>- Reduce capacity to apply for grants</li> <li>- etc</li> </ul>	<b>\$13M Operational efficiencies:</b> <ul style="list-style-type: none"> <li>- Streamline processes</li> <li>- Technology enablement</li> <li>- Procurements settings</li> <li>- Supply chain management</li> <li>- Alternate delivery models</li> </ul> <b>\$8M internal service levels:</b> <ul style="list-style-type: none"> <li>- Reduce proactive governance programs incl internal audit</li> <li>- Delayed customer service response times</li> <li>- Limit asset maintenance to reactive only.</li> <li>- Reduce financial oversight</li> <li>- Reduce legal defences</li> <li>- Reduce investment in emerging technologies</li> <li>- Reduce support to councillors</li> <li>- Reduce capacity to apply for grants</li> <li>- etc</li> </ul>

### Impact on Risk Levels

	LTFP MODEL 2	LTFP MODEL 3A	LTFP MODEL 3B	LTFP MODEL 3C
Risk Impact	<ul style="list-style-type: none"> <li>▪ Appropriate buffer to respond if:</li> <li>- Financial assumptions incur adverse variations</li> <li>- Efficiencies and/or revenue not achieved in full</li> <li>- Unforeseen events</li> </ul>	<ul style="list-style-type: none"> <li>▪ Increase risk of non-compliance</li> <li>▪ Increase risk of industrial action</li> <li>▪ Community dissatisfaction - impact on expected services, service level and accessibility of services.</li> <li>▪ Increase risk of reputational damage</li> <li>▪ Risk of delivery failure</li> <li>▪ Reduced local employment (95% of staff are residents)</li> <li>▪ No ability to adapt if:</li> <li>- Financial assumptions incur adverse variations</li> <li>- Efficiencies and/or revenue not achieved in full</li> <li>- Unforeseen events</li> </ul>	<ul style="list-style-type: none"> <li>▪ Increase risk of non-compliance</li> <li>▪ Increase risk of industrial action</li> <li>▪ Community dissatisfaction - impact on expected services, service level and accessibility of services.</li> <li>▪ Increase risk of reputational damage</li> <li>▪ Risk of delivery failure</li> <li>▪ Reduced local employment (95% of staff are residents)</li> <li>▪ Minimal ability to adapt if:</li> <li>- Financial assumptions incur adverse variations</li> <li>- Efficiencies and/or revenue not achieved in full</li> <li>- Unforeseen events</li> </ul>	<ul style="list-style-type: none"> <li>▪ Increase risk of non-compliance</li> <li>▪ Increase risk of industrial action</li> <li>▪ Community dissatisfaction - impact on expected services, service level and accessibility of services.</li> <li>▪ Increase risk of reputational damage</li> <li>▪ Risk of delivery failure</li> <li>▪ Reduced local employment (95% of staff are residents)</li> <li>▪ Moderate ability to adapt if:</li> <li>- Financial assumptions incur adverse variations</li> <li>- Efficiencies and/or revenue not achieved in full</li> <li>- Unforeseen events</li> </ul>

Details regarding the above scenarios, assumptions, and other information relevant to Council's long term financial planning is included in the *Draft Long Term Financial Plan 2025-2035* – (Attachment 7).

### Link to Community Strategic Plan

Theme 4: Responsible

### Goal G: Good governance and great partnerships

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

## 2.5 Integrated Planning and Reporting (IP&R) Draft Document Suite - For Exhibition (cont'd)

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### Risk Management








The exhibition ensures Council meets its requirements and aims to mitigate the risk of being in breach of legislation.

### Critical Dates or Timeframes

It is proposed that the draft IP&R documents are publicly exhibited from Thursday 1 May 2025 to Monday 2 June 2025. During the exhibition period the community will have the opportunity to view these documents online or in person. A series of place-based engagement initiatives will also be held, providing opportunity for community to learn more about these important documents, provide feedback and ask questions to Council staff and Councillors.

Council is required to consider all submissions it receives prior to adopting these documents. A summary of those submissions, consideration of recommended changes and adoption of the final IP&R documents will be presented to Council at the ordinary Council Meeting of 24 June 2025.

### Attachments

<b>1</b>	Draft Community Strategic Plan 2025-2035	Provided Under	D16800548
		Separate Cover	
<b>2</b>	Draft Delivery Program 2025-2029 and	Provided Under	D16800570
	Operational Plan 2025/26	Separate Cover	
<b>3</b>	Draft Fees and Charges 2025/26	Provided Under	D16800572
		Separate Cover	
<b>4</b>	Draft Fees and Charges Comparison Table	Provided Under	D16800573
	2025/26	Separate Cover	
<b>5</b>	Draft Workforce Management Strategy 2025-	Provided Under	D16800560
	2029	Separate Cover	
<b>6</b>	Draft Asset Management Strategy 2025-2035	Provided Under	D16800554
		Separate Cover	
<b>7</b>	Draft Long Term Financial Plan 2025-2035	Provided Under	D16800563
		Separate Cover	

**Item No:** 2.6  
**Title:** Committees and Sub-Committees of Council -  
Matters Arising  
**Department:** Corporate Services

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29 April 2025 Ordinary Council Meeting

Reference: F2018/00220 - D16769024  
Author: Marissa Racomelara, Director Corporate Services  
Executive: David Farmer, Chief Executive Officer

### **Recommendation**

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

- 1 Amends the Terms of Reference for the current Committees of Council to**
  - a) state that Notices of Motion should be formally presented to Council only.**
  - b) Remove reference to 'General Business'**
  
- 2 Amends the Terms of Reference so that the following committees/panels report to Council via the Community and Culture Committee.**
  - a) Current Library Review Panel**
  - b) Aboriginal Advisory Committee**
  
- 3 Confirms that the advisory role of the Protection of the Environment Management Trust Committee be transferred to the Environment and Planning Committee and the Terms of Reference is adjusted accordingly.**
  
- 4 Merges the scope of the Catchments to Coast Committee and Dredging and Water Management Advisory Panel to become the Coastal, Estuary and Floodplain Risk Management Sub-Committee.**
  
- 5 Finalises the establishment of the Coastal, Estuary and Floodplain Risk Management Sub-Committee by:**
  - a) Drafting Terms of Reference that will be presented to Council after consideration by the Environment and Planning Committee.**
  - b) Nominating a Councillor to Chair the Sub-Committee.**
  - c) Appointing Councillor members to the sub-committee.**

- 6 Finalises the establishment of the Mangrove Mountain Advisory Sub-Committee by:**
- a) Adopting the draft Terms of Reference as attached to this report including the amendment that the sub-committee will report to Council through the Environment and Planning Committee.**
  - b) Appointing a Chair of the sub-committee.**
  - c) Appointing interested Councillors as members of the sub-committee.**
- 7 Requests the Chief Executive Officer to progress selection of non-Council members using the process as outlined in this report to the:**
- a) Coastal, Estuary and Floodplain Risk Management Committee**
  - b) Mangrove Mountain Advisory Committee.**
- 8 Include an additional amount of \$497,000 in the draft 2025-26 budget for the costs associated with managing committees and other councillor support functions.**
- 9 Calls for Expressions of Interest (EOI) from interested community groups that represent members at a precinct level to actively participate in Council's engagement program and that a further report be received by Council on the outcomes of that EOI process and methods to engage with community representative groups.**

### Report purpose

To finalise outstanding matters related to the establishment of Committees of Council, and to respond to matters arising from the establishment of sub-committees. Matters arising are detailed in the body of the report and include:

- Formalising the governance structure including the establishment of sub-committees
- Clarifying matters not considered in the existing Terms of Reference (ToR), specifically Notices of Motion and Public Forum
- The utility of the Protection of Environment Trust Management Committee
- The establishment of the Flood Risk Management Committee.

To initiate a discussion on the provision of resourcing to support committees, noting that the recommendation to appoint additional staff is based on the establishment and management of committees as outlined in this report. Should Council resolve a course of action different to the recommendation then this may result in the need to amend the required resourcing.

To provide information and opportunity regarding Precinct Committees and seek a preferred direction from Council.

**Executive Summary**

In February 2025, Council resolved a governance structure to support Council Committees, and further resolved (562/25) to establish five (5) Committees of Council, being:

- a) *Community and Culture Committee.*
- b) *Economic Development Committee as previously established.*
- c) *Environment and Planning Committee.*
- d) *Governance and Finance Committee.*
- e) *Infrastructure and Assets Committee.*

The Terms of Reference (ToRs) for each Committee of Council were also adopted (563/25) at this time. These ToRs enable the creation of sub-committees. At the March 11 Extraordinary meeting of Council, membership and roles for each Committee of Council were resolved.

Council has also previously resolved to establish a number of other groups and there are matters arising as a result. It is also timely to formally adopt a suite of ToRs to underpin the management of these groups and to embed them into the adopted committee governance structure.

Matters arising vary for each group and are detailed below. They include finalisation of Councillor members, progress to engage non-council members, meeting schedules and ToRs.

**Background**

Committees of Council can support a more detailed examination of issues before Council and make recommendations to Council for consideration. Committees of Council have broad areas within their scope which enables them to maintain an oversight role on the performance of Council and to translate findings into strategic documents and policy positions. Sub-committees offer a valuable mechanism for community, government and organisation representatives to investigate a particular matter, offer expertise and experience and support the decision making within a parent committee for the consideration of Council. Both committees and sub-committees can play valuable, but different, roles in the direction and management of council's functions, services and initiatives.

**Current Status of Committees of Council**

At the Council meeting of 25 February 2025, Council resolved to establish five (5) Committees of Council, and further, to appoint committee chairpersons and adopt ToRs for each Committee. Although membership of each committee was resolved as a matter arising, a number of matters remain outstanding.

The resolution of the meeting appears below with the matters outstanding **bolded**.

*That Council:*

562/25 *Establishes a Committee of Council structure comprised of the following:*

- a) Community and Culture Committee*
- b) Economic Development Committee as previously established*
- c) Environment and Planning Committee*
- d) Governance and Finance Committee*
- e) Infrastructure and Assets Committee.*

563/25 *Adopts the attached Terms of Reference for each of the Committees of Council.*

564/25 *Delegates to the Environment and Planning Committee authority "To consider and authorise Councils response to State Significant Development Applications where Council is a statutory consultee, and where the meeting cadence of Council doesn't align with the legislated timeframes for Council's submission to the determining authority".*

565/25 *Notes the Mayor is automatically a member of each committee and appoints the Mayor as Deputy Chair of Economic Development Committee.*

566/25 *Appoints:*

- Clr Eaton as Chair of Environment and Planning*
- Clr McNamara as Chair of Economic Development*
- Clr Stanton as Chair of Infrastructure and Assets*
- Clr McWaide as Chair of Community and Culture*
- Clr Wright as Chair of Governance and Finance.*

**567/25 Defers the appointment of a representative of the Flood Risk Management Committee and the Protection of the Environment trust to the Environment and Planning Committee.**

568/25 *Appoints Clr Crowley as delegate and Clr Daniels as the alternate to the Traffic Committee.*

569/25 *Appoints Clr Neal as primary and Clr McNamara as alternate delegates to Central Coast Rural Fire Service District Liaison Committee.*

**570/25 Notes that the costs associated with the establishment and management of committees will be assessed and presented to Council as part of the Quarterly Budget review in May 2025, and for inclusion in the 2025-26 Budget.**

### **Matters for consideration for Committees of Council**

Although the ToRs for each committee have been adopted by Council, the management of the first few meetings have raised additional matters for consideration.

#### The treatment of Notices of Motion (NoMs)

Currently the standard ToRs do not specifically contemplate the matter of NoMs, however they state that the committee will "operate in accordance with the Code of Meeting Practice" (the Code).

As the development of the Delivery Program is significantly progressed along with the Operational Plan, it is expected that the activities of Council are included in those documents. Integrated Planning and Reporting (IP&R) includes a suite of integrated plans that set out a vision and goals and strategic actions to achieve them. It involves a reporting structure to communicate progress to council and the community as well as a structured timeline for review to ensure the goals and actions are still relevant. Of key relevance is the Resourcing Strategy which outlines the organisations available resources (financial, people and assets) that can be utilised to deliver the four (4) year program and one (1) year of operations. By their nature, NoMs request additional resources to implement projects and activities outside of the Delivery Program and Operational Plan. It is for this reason that the Model Code of Meeting Practice outlines a mechanism (at Clauses 3.12 and 3.13) whereby the Chief Executive is provided opportunities to respond to the NoM, or to defer consideration of the NoM, pending an analysis of the impacts on existing and allocated resources. Once the Delivery Program and Operational Plan are adopted, the need for NoMs should substantially reduce and be limited only to new or emerging issues arising as a result of changes in the external environment.

Council may like to consider how NoMs, which usually involve the commitment of resources or funds, should be presented to Council for consideration. As the allocation of funds or resources requires the consideration of broader strategic goals, it is recommended that NoMs cannot formally be presented to Committees, however this would not prevent a discussion of the matter at a committee meeting to understand potential impacts and to receive feedback.

#### Public Forums

Council is currently reviewing the Public Forum Policy. As part of this review Council will need to consider whether a Public Forum should be available for Committee meetings. Although this may result in members of the public addressing Councillors interested in a specific topic, it will mean that other Councillors, who ultimately will be required to vote on a decision, will not have the opportunity to consider those views unless duplicated at a Council meeting.

Alternatively committees are generally more informal in that nature and the meeting may wish to suspend standing orders should it seek to gain information from members of the public present.

#### The inclusion of General Business

Currently, the ToRs for Committees of Council enable the inclusion of general business as Clause 9.5 states that minutes shall include any items of general business, although a specific agenda item for General Business is not explicitly enabled. It is worthwhile to clarify this point through either explicit inclusion or amendment to clause 9.5.

The Model Code of Meeting Practice states (Clause 3.7) that "The general manager must send to each councillor, at least three (3) days before the meeting, a notice specifying .....the business to be proposed at each meeting". This precludes the discussion of general business and the ToR for all committees of Council should be amended accordingly.

**Current Status of Sub-Committees**

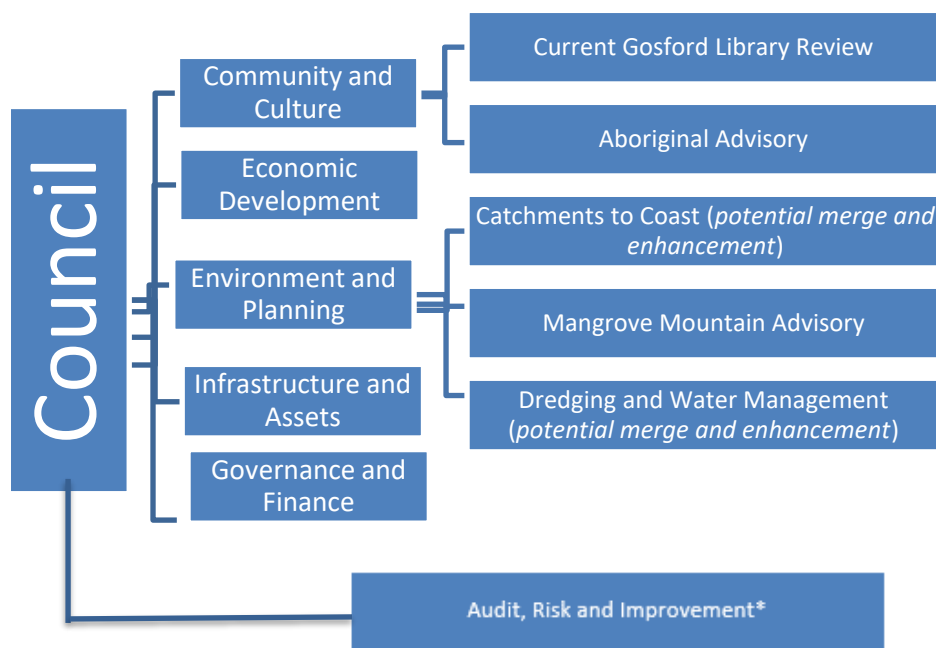
Within the current term of Council, the following additional groups have been established:

1. Current Gosford Library Review Panel (481/25, 26 November 2025) with membership and ToRs resolved at the 10 December 2025 meeting (526/25 and 527/25). This panel reports directly to Council with a terminating clause to be enacted at the completion of the review. This sub-committee has been operational since December 2025.
2. Catchment to Coast Advisory Committee (618/25), 11 March 2025). This sub-committee was established with indicative ToRs and a request for staff support. Membership is indicated within the text of the Notice of Motion however not formally resolved. This sub-committee has not yet met.
3. Mangrove Mountain Advisory Committee (619/25, 11 March 2025). This sub-committee was established with indicative membership, a defined purpose and a terminating clause (2 years). This sub-committee has not yet met.
4. Dredging and Water Management Advisory Panel (642/25, 25 March 2025). This sub-committee was established with indicative ToRs and membership. The resolution also calls for a report to Council in July 2025 however it is unclear if this creates a terminating clause in the ToR. This sub-committee has not yet met.

**Matters for consideration for sub-committees**

Committee Governance

Of the existing and recently resolved sub-committees, only the Dredging and Water Management sub-committee specifically resolved reporting lines (to the Environment and Planning Committee). It is recommended that Council structure all sub-committees to report to a relevant committee of council. This enables simplified reporting of meeting minutes and recommendations to Council for consideration, reduces risk of duplication or inconsistent approaches, minimises resource impacts and, importantly, ensures active consideration of related matters when making recommendations.



*\*ARIC is not a sub-committee of Council but a mandated independent committee with direct communication to both the CEO and Mayor in addition to the ability to raise matters with Council via recommendations in the minutes or through the Councillor representative. The diagram represents the path that minutes will take to Council not reporting lines.*

#### Aboriginal Advisory Committee

The role of the Aboriginal Advisory Committee (the Advisory Group) is to identify, examine, and formulate a collective response to issues that affect the Central Coast Aboriginal community. The membership is a mix of eight (8) representatives of groups aligned to traditional ownership interest and community services focused on improving the quality of life of the local First Nations community, and community members identifying as of Aboriginal ancestry. The AAC meets quarterly, and the Mayor is a member. It is recommended that the minutes and recommendations of this group be reported to Council after consideration by the Community and Culture Committee.

#### Current Gosford Library Review Panel

The Library Review Panel was established in November 2024 as a time-limited group with a remit to review options for the current Gosford Library and report to Council at the conclusion of their endeavours. As the resolution to establish the Panel occurred prior to the creation of committees, it does not contemplate a formalised reporting path. It is recommended that the minutes, reports and recommendations of this group be reported to Council after consideration by the Community and Culture Committee. Reports regarding the Gosford Regional Library progress and utilisation will be presented to this Committee.

#### Protection of the Environment Management Committee

Currently Council manages a committee to act in an advisory committee regarding the management of the Protection of the Environment Trust (POET). The Council, as Trustee, is allowed, but not required, to establish a Trust Management Committee to assist in assessing applications for release of trust monies. Even if there is a Trust Management Committee, it is advisory and can only make recommendations to Council, and it is Council which is required to make any decision on the release of trust funds. It is recommended that the role of the POET Committee be transferred to the Environment and Planning Committee. The role consists of reviewing applications for the release of funds to ensure they align with the environmental purpose of the Trust and making recommendations to Council on the same.

Note that the Trust Deed establishes a Public Fund Management Committee which is required should Council manage a public fund for the Trust. Currently Council only administers a Trust Fund and therefore it is open to Council to continue, or not, a Management Committee. Council has maintained a Trust Management Committee since at least 2007. There are two suitable paths forward, both of which would meet Council's obligations as Trustee, and facilitate efficient and effective decision-making pertaining to the recommendations of release of Trust funds:

1. Empower the Environment and Planning Committee to act as the POET Trust Management Committee:

This would require explicit inclusion of Trust Management Committee obligations in the E&P Committee's Terms of Reference, and for minutes and

decisions to be recorded in a manner consistent with the requirements of the Trust Deed. In this option, the Council committee members would make decisions on the assessment of applications for POET grant funding.

2. Establish a standalone POET Trust Management Committee:

This option would require redrafting of the current Trust Management Committee's Terms of Reference, and would necessitate additional resourcing by Council staff. The establishment of a standalone Trust Management Committee would provide an opportunity for community members of sufficient standing and experience to be involved in the assessment of applications for POET grant funding.

Mangrove Mountain Sub-Committee

At the Extraordinary Council meeting of 11 March 2025, Council resolved (619/25):

1. *That Council establishes a Mangrove Mountain Advisory Committee for an initial period of 2 years.*
2. *That the committee includes the following members and representation:*
  - a. *Cr Jane Smith (Committee Chair)*
  - b. *Interested Councillors*
  - c. *Council CEO*
  - d. *Council's Legal Counsel*
  - e. *Up to 5 community/stakeholder representatives*
  - f. *Other relevant Council staff; and*
  - g. *Relevant NSW Agency representatives.*
3. *That the Advisory Committee considers, monitors and advises on matters relating to the Upper Ourimbah Creek Catchment including, but not limited to:*
  - a. *Short, medium and long term management of the catchment*
  - b. *Issues related to pollution risks from the catchment*
  - c. *Issues related to the health of the drinking water catchment.*
4. *That at the end of the initial 2 year period, Council receives a report to consider whether to extend the term of the Advisory Committee*

To progress the establishment of this sub-committee, a draft ToR document is attached for the consideration and adoption by Council based on the information within the resolution in regards to membership, purpose, scope and duration of the sub-committee.

It is now open to Council to resolve Councillor membership for this sub-committee and, consequently, progress non-councillor membership appointments.

Catchment to Coast Advisory Committee and the Dredging and Water Management Advisory Panel

At the Extraordinary Council meeting of 11 March 2025, Council resolved (618/25):

*That Council:*

1. *Establishes the Catchment to Coast Advisory Committee (CCAC).*
2. *Adopts the existing CCAC ToR with amendments reflecting the adopted motion.*
3. *Commits Resources to provide administrative and logistical support.*

The notes within the NoM highlight that membership should include "Cr Corinne Lamont as Chair, Cr Jane Smith as Deputy Chair, Cr Margot Castle, Cr Stanton and one other interested Councillor" however these nominations were not captured in the resolution. To formalise the membership, it will be necessary to formally resolve councillors as members, to resolve the allocation of chairperson and to nominate and resolve the final councillor position. It should be noted that the standard Terms of Reference do not establish a deputy chair position for sub-committees.

At the Council meeting of 25 March 2025, Council resolved (642/25):

1. *That Council establishes a Dredging and Water Management Advisory Panel that will report to the Environment and Planning Committee.*
2. *The Panel is to provide advice and recommendations (where appropriate) on all matters involving dredging on the Central Coast and the management of waterways within the local government area, and will:*
  - a. *Review and evaluate any existing Council documents and strategies relating to dredging, water management and flood mitigation measures.*
  - b. *Review the appropriateness of dredging, including maintenance dredging, in local waterways such as Tuggerah Lake and Brisbane Water and any exacerbates to flooding and provide recommendations.*
  - c. *Assess and advise on methods for water quality improvement including debris and wrack management.*
  - d. *Assist in formalising an arrangement with Lake Macquarie Council and MIDO in respect of shared use of a dredge.*
  - e. *Investigate and pursue avenues for grant funding through the NSW Government and access through MIDO; and*
3. *Supports Council to work with the NSW State Government, Federal Government and relevant bodies on solutions to improve waterflow in local waterways.*
4. *The Panel is to comprise 5 Councillors; up to 3 Council staff as determined by the CEO; and up to 3 community members with relevant skills and expertise on a consultative and rotational basis per Panel meeting.*
5. *The Panel is to provide a report in conjunction with the CEO and Director of Environment and Planning, to be presented to Council at the July 2025 meeting.*

It is warranted to give further consideration to the establishment of these two groups. This report recommends that the Catchments to Coast Advisory Committee and the Dredging and Water Management Advisory Panel be merged into a single sub-committee which reports to Council through the Environment and Planning Committee. A ToR would need to be developed. The NSW Flood Prone Land Policy and the Flood Risk Management Manual both strongly recommend having a committee to oversee the governance and process of Flood Risk Management (FRM) (as a whole). Council would otherwise need a similar arrangement in place to prove that it has met the requirement of Section 733 of the

*Local Government Act*, which requires that council acts in accordance with the Flood Risk Management Manual. By merging the two groups and adopting a comprehensive ToR, the newly formed sub-committee may provide a more comprehensive overview of all related matters and therefore more closely align with legislated responsibilities. Consideration should also be given to the potential for scope overlap and gaps, as well as the additional resourcing required to operate a separate sub-committee. Once the sub-committee is established it will be necessary to progress the appointment of non-councillor members.

#### Mechanism to select non-councillor members

A mechanism for the selection and appointment of community and specialist members of committees is required. The draft ToRs contemplate that:

1. Community members be selected through an Expression of Interest (EOI) process whereby applications are called for publicly and the councillor members of the sub-committee select the most appropriate applicants considering diversity, representativeness, and ability to constructively contribute to the issue.
2. Specialist members may be selected either through an EOI process as outlined above with defined selection criteria or through direct invitation where local and expert agencies (such as community organisations or government departments) nominate appropriate representatives, whichever is the most appropriate to align with the purpose of the sub-committee.

It is recommended that non-councillor members as selected by the councillor members of the relevant sub-committee are ultimately reported to Council for resolution.

#### Resourcing

Council's Civic Support team provide end-to-end administrative and planning support for meetings of Council, Committees and Advisory committees. The team is required to work within applicable legislation, regulatory and procedural frameworks to:

- manage meeting and reporting schedules,
- support stakeholders in the preparation of quality meeting papers,
- co-ordinate the timely preparation and publication of meeting papers,
- attend meetings and provide secretariat support,
- finalise and publish minutes,
- provide advice and information to stakeholders, and
- provide logistical support, including catering, security and facilities management.

The time taken by Civic Support staff to complete the above tasks depends on unknown variables, such as the length and complexity of the meeting papers, the need for technical support and any late changes which may be required. It is calculated that, on average, the following time is required:

- Meeting of Council: 115 Civic Support staff hours
- Meeting of Committee of Council: 70 Civic Support staff hours
- Meeting of Advisory committee: 30 Civic Support staff hours

Upon the return of the elected council, the operations of Council comprised a monthly meeting and series of briefings, however Councillor preferences and the foreshadowed

## 2.6 Committees and Sub-Committees of Council - Matters Arising (cont'd)

restrictions on briefings by the Minister for Local Government has meant that council has developed a suite of committees of Council and advisory groups.

Since the commencement of the current term, Council has resolved to create five (5) Committees of Council and four (4) Advisory committees requiring administrative support. The meeting cadence for the Advisory committees has not yet been determined. Assuming an average of four Committee meetings and three (3) Advisory committee meetings per month, an additional 355 hours of staff time per month is required. This is equivalent to more than three full-time positions.

The Civic Support team is currently comprised of one (1) Team Leader and four Civic Support officers. However, the Team's role is not limited to providing meeting support – Civic Support is also a key point of contact for councillors. As the conduit between fifteen elected officials and the organisation, Civic Support perform a range of functions, including the administration of Councillor requests, managing and monitoring Councillor expenses and equipment, facilitating Councillor briefings and workshops, and providing day-to-day assistance and support services. The team also provide internal stakeholder services, including staff training and support. In addition to council committees, the team also supports the (staff) Consultative Committee and Local Planning Panel.

In order to provide Councillors with an adequate and appropriate level of support for the current Committee structure, it is anticipated that resourcing for the Civic Support team will need to be increased to accommodate an additional three Civic Support positions and one administrative support role. Additional meetings also have other costs in terms of IT support, facilities support and catering.

This report recommends the allocation of the following amounts in the 2025-26 draft budget:

3 x Civic Support Officers *	\$356,317
1 x Administration Support *	\$110,660
Overtime across multiple positions	\$15,000
Ancillary costs	\$5,000
<b>Total</b>	<b>\$486,977</b>

*\*Position Costs include salary, superannuation, workers compensation, taxes, training and other minor items*

### Stakeholder Engagement

Councillors have participated in two (2) workshops on the topic of committees. At the workshop of 23 November 2024, Councillors considered the appropriate number of committees and explored options for purpose and focus areas for each committee. Councillors were also invited to consider the appropriate number of members and how meetings may be managed.

After consideration of a detailed discussion paper and feedback from Councillors, a second workshop was held on 8 February 2025. This workshop explored options in regard to Terms

of Reference, meeting cadence and resourcing. Councillors were also presented with vacancies in external and legislated committees and asked to consider nominations for appointment to these.

At the Council Meeting of 25 February 2025, Council considered a report titled "Proposal to Establish Committees of Council" and resolved as outlined in this report. Consideration of the establishment of the sub-committees was undertaken as outlined in this report. Further consultation has been undertaken with the specific councillors who submitted Notices of Motion which resulted in the establishment of the sub-committees outlined to arrive at the draft Terms of Reference and other matters included in this report.

The proposals and recommendations are now presented to Council for its consideration.

### Precinct Committees

Further to the Standing Committees and Sub-committees identified to date, Councillors have enquired about the potential utility of Precinct Committees. Precinct committees exist as community-based groups that facilitate resident participation in local government decision making. They serve as advisory bodies, providing feedback and recommendations on various issues in particular those directly affecting their geographical area. Examples of how these committees operate:

#### Composition and Meetings:

- Precinct committees are composed of volunteer residents elected annually. These volunteers take on roles such as Convenor, Secretary, and subject representatives.
- Meetings are open to all residents within the precinct boundaries and follow a structured agenda. Residents can raise issues during general business or add items to the agenda in advance.
- Minutes of meetings are recorded by the precinct Secretary and forwarded to the council for consideration.

#### Council Support:

- Council staff provide logistical support for precinct committees by sharing information and seeking active engagement in project consultations.
- Council staff and ward councillors may accept invitations to attend meetings to present updates and gather feedback from residents.

#### Role in Decision-Making

- Precinct committees act as advisory bodies. Recommendations, insights and feedback are forwarded to Council for consideration in decision making (this can be via sub-committees or standing committees where applicable).

Precinct committees were historically established to foster active resident participation in local governance, ensuring that community voices are heard in council decision-making processes.

There are several examples precinct committees operating in New South Wales (e.g. Waverley Council) that operate as above. However, specific purpose precinct committees have become less prevalent over the last twenty years

Precinct Committees operate in context of other committees or advisory groups that are also in operation.

In the context of Central Coast, where a robust Community Engagement Strategy has been adopted with Council placing importance on place-based and in-person engagement activities and has resolved to establish five standing committees and a number of sub-committees, consideration of alternative mechanisms to engage residents at a precinct level may be more appropriate.

The Central Coast has a number of established precinct-based community groups. As an alternative to establishing new precinct committees, Council could seek to engage with these groups in a more proactive manner as part of executing Council's Community Consultation Plan. There is benefit in supporting and enabling existing vibrant community-based organisations which have roles and activity beyond being a conduit of information to Council.

In practice, this could involve:

- Conducting an Expression of Interest for established community groups to register their participation.
- Targeted engagement of relevant community groups could be included as part of all Council Engagement Plans.
- Seeking invitation for Council staff and/or councillors to attend established meetings to hear community feedback and concerns.
- Seek membership to other Council Sub-Committees from representatives of existing groups.

Engaging residents at a precinct level, via established community groups, reduces the administration and financial impacts to council and rate payers. It also creates a pathway to engage with Council with existing vibrant local community groups.

There are over 100 established community groups across the Central Coast including Green Point Residents group, Lake Haven Community group, Narara Valley Community Network and Pearl Beach Progress Association.

This report recommends that an audit of existing precinct groups is undertaken and an EoI process utilised to determine level of interest in registering for formal direct communication on engagement topics that impact specific geographical locations. Once the EoI is complete, a review to ensure adequate and consistent coverage across the LGA could also be completed.

### **Financial Considerations**

Financial Year (FY) Implications.

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

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

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

While the costs of supporting both committees of Council and their sub-committees has been documented in this report, this figure is based on the assumption that the proposed structure and governance models are adopted and that there are no further additions to the suite of groups that the organisation is required to manage.

There has been no recommendation to increase resourcing levels to support community engagement through interaction with precinct committees or other mechanisms. Any proposal that requires additional resourcing will require consideration of a further report once support levels are determined.

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

Theme 3: Green

### **Goal G: Good governance and great partnerships**

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

### **Risk Management**

Both Committees of Council and sub-committees present both opportunities and risks. Committees enable a detailed examination of matters within scope and sub-committees usually involve community, stakeholder and/or expert members who may add knowledge and perspectives not found within the councillor group. Higher levels of representation provide increased information. However, it can be challenging to holistically involve members who are representative of diverse community views which may inadvertently result in disenfranchisement for unrepresented stakeholders.

The management of committees requires additional resourcing, and the benefits of committees should therefore be balanced with the potential to resource direct service delivery to the community. For this reason, it is paramount to establish committees only where the wider community will benefit from the involvement of a small number of members. In other contexts, wider community engagement may offer stronger results. For staff involved in committees, the work of the committee may impact on other work tasks and will need to be prioritised accordingly.

The establishment of multiple committees with similar objectives may create confusion, scope overlap or gaps that create risks or duplicate workload.


Delayed decision making may result from committees not established within a clear governance structure, inconsistent recommendations or cancelled meetings due to a lack of a quorum.

It is important to ensure that committee members are focussed, knowledgeable, representative and are able to commit the appropriate time to committee business.

**Critical Dates or Timeframes**

Nil.

**Attachments**

<b>1</b>	Terms of Reference - Mangrove Mountain Sub  Committee DRAFT	Provided Under Separate Cover	D16799906
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## 2.7 Phegans Bay Waterfront Draft Masterplan - For Public Exhibition (cont'd)

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**Item No:** 2.7  
**Title:** Phegans Bay Waterfront Draft Masterplan - For Public Exhibition  
**Department:** Environment and Planning

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29 April 2025 Ordinary Council Meeting

Reference: F2023/02105 - D16465075  
Author: Ben Fullagar, Section Manager Catchments to Coast  
Manager: Luke Sulkowski, Unit Manager Environmental Management  
Executive: Jamie Loader, Director Environment and Planning

### Recommendation

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

- 1 Places the Draft Phegans Bay Waterfront Masterplan on public exhibition for not less than 28 days.***
- 2 Receives a report following public exhibition that considers submissions received and any changes made to the masterplan for adoption.***

### Report purpose

To present the Draft Phegans Bay Waterfront Masterplan to Council and seek endorsement for public exhibition.

### Executive Summary

Council staff have been working closely with the local Phegans Bay community to inform the development of a waterfront masterplan. The masterplan extends from the northern end of Monastir Road along Phegans Bay foreshore to approximately Raymond Road encompassing the Phegans Bay Road reserve and the foreshore.

The masterplan is intended to provide a vision for the Phegans Bay waterfront guiding future works to improve reserve amenity, safety, environmental integrity, and protection of important Aboriginal and European heritage. The masterplan will be incorporated into the Hawkesbury-Nepean River System Coastal Management Program (HNR CMP), the primary strategic plan guiding the overall management of Brisbane Water Estuary. This will ensure that actions identified in the masterplan relating to the management of the coastal zone, such as foreshore stabilisation, will be eligible for funding via the NSW Coastal and Estuary Grants Program – a competitive grants program administered by the NSW Department of

## 2.7 Phegans Bay Waterfront Draft Masterplan - For Public Exhibition (cont'd)

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Climate Change, Energy the Environment and Water (DCCEEW) specifically focused on the development and implementation of CMPs.

### Background

Council was approached by representatives of The Bays Community Association who were concerned about erosion along the Phegans Bay foreshore and specifically the possible impacts on road infrastructure. An on-site meeting was held to discuss concerns revealing that while erosion was a primary concern, there were other concerns broadly relating to safe access along the waterfront and into the water. Council staff advised that a master planning process would provide the best outcomes for the community by clearly identifying required restoration actions for the Phegans Bay Waterfront and demonstrating how these actions interrelate.

Between 27 November 2023 and 1 February 2024 Council sought feedback from the community via the Your Voice Our Coast platform including an interactive map and a survey to capture local issues. Throughout the consultation period the website was visited 713 times, 63 pins were dropped on the interactive map with 152 "up votes" and 152 "down votes" on all community suggestions and proposed elements. A total of 34 surveys were completed. This feedback has directly informed the development of the draft masterplan. The results of this engagement and Council's response to these issues and resulting design items are summarised in (Attachment 3).

The following points outline the key messages received during the community engagement period:

- The masterplan should be sensitive to the unique charm of the bay and its natural setting. Over development is discouraged.
- The community would like foreshore erosion addressed with a preference for environmentally sensitive design.
- The community would like improved access to the waterfront.
- The condition of the road, safety and drainage need improvement.
- The community would like safe pedestrian walkways and seating along the waterfront.
- The community would like local Aboriginal and European heritage interpretation.
- The community would like to see additional space provided for bus turning movements at the southern end of the site.
- The community would like to keep the existing bus stop which is much loved.
- The community would like the informal boat ramp at the northern end of the site to be upgraded however there are different views on which kind of watercraft should be launching here.
- The community advise that views are important to many residents, and we should avoid planting trees, rehabilitating mangroves, or building new infrastructure that will impact outlook.
- The community acknowledge that mangrove restoration is important for bank stabilisation and encouraged in areas that won't block views.

## 2.7 Phegans Bay Waterfront Draft Masterplan - For Public Exhibition (cont'd)

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- The community would like the jetty upgraded to allow wheelchair access.

### Current Status

Prior to representation by residents, the foreshore had been identified as a high priority site in accordance with the Brisbane Water Foreshore Stabilisation Matrix, a tool developed to identify priority sites for restoration works in accordance with the Coastal Zone Management Plan for Brisbane Water. Notwithstanding, there are currently no projects planned for this area and there are no budgets or resources allocated.

Recent upgrades have been completed to the bin enclosures for storage of bins for residents living on Monastir Road that cannot be accessed by the waste collection contractor's truck.

### **Report**

The masterplan communicates a high-level concept of the Phegans Bay Waterfront incorporating the desires of the local community which will be utilised to guide future works in the area. A copy of the Draft Masterplan is included at (Attachment 1) together with an explanation of the numbered design aspects in (Attachment 2).

Care has been taken to ensure that the concepts identified in the masterplan are generally suitable for the area from a high level economic, social, and environmental perspective. Should the masterplan be adopted by Council following exhibition then there will be a requirement for each element to be assessed in detail for feasibility as individual projects in accordance with Council's Integrated Planning and Reporting Framework and asset management plan for capital works. This would also include assessing the items for prioritisation and considerations of delivery timeframe.

Foreshore stabilisation was identified as the highest priority item by Council staff and the community in the masterplan. Following adoption of the masterplan, preliminary planning and environmental investigations will be undertaken to inform the concept design options and the budget estimate for undertaking detailed design and construction.

Once finalised and endorsed by Council, the masterplan will be referenced in the action plan in the HNR CMP. This is to ensure that once the CMP is certified the coastal protection works at Phegans Bay may be completed under Part Five of the Environmental Planning and Assessment Act. It also means that actions in the certified CMP are also eligible to apply for funding under the NSW Coastal and Estuary Grants Program.

### **Stakeholder Engagement**

Initial community consultation has been undertaken including two (2) presentations/workshops with The Bays Community Association and a site visit with a subset of people from that association.

## 2.7 Phegans Bay Waterfront Draft Masterplan - For Public Exhibition (cont'd)

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Online engagement was undertaken on Your Voice Our Coast between 27 November 2023 and 1 February 2024 to ensure that the broader Phegans Bay community were able to provide comment on the foreshore. The results of this engagement are Council's response to these design items are summarised in (Attachment 3).

Internal consultation was also held between 7 November 2023 and 27 March 2024 in several workshops, internal meetings, and email discussions. Staff from several Council Sections were engaged, including Catchment to Coast, Heritage, Drainage Assets, Roads Assets, Roads and Drainage Design, Assets and Planning, Bridges and Wharves, Traffic, Waste Services, Bush Fire and Flood Risk Management. There was general support for the Masterplan, subject to a feasibility assessment for each project.

### Financial Considerations

Financial Year (FY) Implications

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

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

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

The recommendations in this report to place the draft masterplan on public exhibition will not in itself entail additional costs to Council. The masterplan seeks to outline a holistic vision for the Phegans Bay Waterfront so council can plan future works in the area in a manner consistent with the desires of the community.

Prior to finalisation and adoption of the masterplan there will be a requirement for each element to be assessed in detail for feasibility in accordance with Council's Integrated Planning and Reporting Framework and asset management planning for capital works.

### Link to Community Strategic Plan

Theme 1: Belonging

### Choose Focus Area

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

### Risk Management

The masterplan provides a high-level vision for the restoration of Phegans Bay Waterfront which has been developed in close consultation with the community and internal stakeholders. The masterplan will provide guidance for the delivery of future works in the

## 2.7 Phegans Bay Waterfront Draft Masterplan - For Public Exhibition (cont'd)

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area and will assist council to develop and cost detailed project scopes which reflect the needs and desires of the local community.

However, there is a risk that the masterplan will increase the community expectations on Council for service and asset delivery in the area. It is important to clarify that no additional budget or resources have been allocated to deliver the elements in the draft masterplan and allocation of funds to deliver would need to compete with Council's other priorities in the Integrated Planning and Report framework for capital works funding and asset management planning.

Opportunities for grant funding, including the NSW Coast and Estuary grant, may reduce the financial impact to Council.

### Critical Dates or Timeframes

If Council resolves to support the recommendations in this report, the Masterplan will be publicly exhibited for a period of not less than 28 days.

### Attachments

<b>1</b>	Phegans Bay Masterplan DRAFT FOR PUBLIC EXHIBITION	Provided Under Separate Cover	D16234811
<b>2</b>	PHEGANS BAY WATERFRONT MASTERPLAN Design Explanation	Provided Under Separate Cover	D16234812
<b>3</b>	Closing the loop on initial consultation - Draft Phegans Bay Waterfront Masterplan	Provided Under Separate Cover	D16235966

## 2.8 Protection of the Environment Trust - request for distribution of funds from MacMasters Beach Bushcare Group (cont'd)

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**Item No:** 2.8  
**Title:** Protection of the Environment Trust - request for distribution of funds from MacMasters Beach Bushcare Group  
**Department:** Corporate Services

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29 April 2025 Ordinary Council Meeting

Reference: F2018/00732-002 - D16764689  
Author: Edward Hock, Unit Manager Enterprise Risk Project  
Executive: Marissa Racomelara, Director Corporate Services

### Recommendation

***That Council releases \$8,000.00 from the Protection of the Environment Trust Fund to MacMasters Beach Bushcare Group Inc to undertake dune regeneration activities at 13 to 25 Tudibaring Pde, MacMasters Beach.***

### Report purpose

To seek a resolution to release funds from the Protection of the Environment Trust (POET) to the MacMasters Beach Bushcare Group (MBBG) to undertake dune regeneration activities at 13 to 25 Tudibaring Pde, MacMasters Beach.

### Executive Summary

Council, as the Trustee of POET, is entitled, but not required, to convene a Trust Management Committee to assist in making recommendations for the distribution of POET funds. As no Trust Management Committee is presently convened, Council must solely make the determinations on the distribution of POET funds.

MBBG is recognised as a contributor to POET, and its activities have routinely attracted POET funds in support.

The activities identified by MBBG in its application for funds meet the criteria for POET fund distribution, pursuant to the POET Trust Deed (Attachment 1).

## **2.8 Protection of the Environment Trust - request for distribution of funds from MacMasters Beach Bushcare Group (cont'd)**

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### **Background**

POET was instituted by the then-Gosford City Council in 2006 with the purpose of the Trust (per Clause 3 of the Trust Deed) being:

1. To promote the protection and enhancement of the natural environment or of a significant aspect of the natural environment and in particular the conservation of flora and fauna indigenous to the Local Government Area of Gosford City; and
2. For the provision of information or education or the carrying on of research about the natural environment or a significant aspect of the natural environment in particular relating to flora and fauna of that area for the benefit of persons within the Local Government Area of the City of Gosford.

MBBG, as a community-based organisation not registered for tax-exempt donation status, has encouraged its members to donate to it through POET in order to receive the tax benefit of such donations.

Further, MBBG has routinely engaged in works conducted by volunteers that meet the Trust purposes outlined above. MBBG has applied to Council, either directly as Trustee, or through a convened Trust Management Committee, for POET funds to augment its own activities. By letter dated 19 November 2024 (Attachment 2), it made such application. This report supports the MBBG application and recommends the release of POET funds.

### **Report**

In its letter dated 19 November 2024, MBBG outlined that it was undertaking previously identified works at the rear of 13 to 25 Tudibaring Pde, MacMasters Beach, to target asparagus fern infestation in the sand dunes there. The volunteer works were now proposed to be supported by specialist bush regeneration contractors to further the project. MBBG sought the release of \$8,000.00 for that purpose.

Council staff have assessed the application from MBBG and determined that it meets the criteria of the POET purpose, given that the project 'promotes the protection and enhancement of the natural environment in the Local Government Area of Gosford City.'

It is noted that the POET purpose is specific to the Local Government Area of the former Gosford City Council ('fGCC'). Although the effect of the amalgamation of the fGCC and the former Wyong Shire Council ('fWSC') was to make the Central Coast Council the Trustee POET, the amalgamation did not otherwise displace the geographical scope of the trust deed.

### **Stakeholder Engagement**

Nil.

## 2.8 Protection of the Environment Trust - request for distribution of funds from MacMasters Beach Bushcare Group (cont'd)

### Financial Considerations

The POET fund stands separate from Council's financial accounts. Accordingly, this proposal has no impact on either of Council's current year budget or Long Term Financial Plan. The balance of the POET fund as at February 2025 is as follows:

Protection of the Environment Trust (POET)								
Financial Year	Description	\$'s	Bush Regeneration	MacMasters Beach Bush Regen PN 27250	Interest Coastal Open Space on \$1.5M from POET	General Donations	Conservation Agreement COSS The Scenic Rd PN26186	Umina Coastal Sandplain Woodland PN 26187
2024-25	Opening Balance	712,261.31	690.74	31,680.33	550,938.70	1,843.46	69,073.43	58,034.65
Add: Contributions and Interest Received								
POET Contribution Allocation		56,512.50						
Other Interest 2		20,902.08						
Less: Bank Charges 3		-0.27	0.00	-0.01	-0.21	0.00	-0.03	-0.02
Closing Balance @ February 25		789,675.62	710.05	32,566.15	623,842.26	1,895.01	71,004.80	59,657.36

### Link to Community Strategic Plan

Theme 3: Green

### Goal E: Environmental resources for the future

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

There is low risk associated with the release of funds from POET for small-scale environmental projects delivered by MBBG, an incorporated community organisation.

### Critical Dates or Timeframes

Allocation of the funds will allow the project works to commence as soon as practicable.

### Attachments

- |  |   |                                      |
|--|---|--------------------------------------|
| <p><b>1</b>  Trust Deed - The Gosford City Council Protection of the Environment Trust dated 25 July 2006</p> <p><b>2</b>  MBBG letter of 19.11.2024</p> | <p>Provided Under Separate Cover</p> <p>Provided Under Separate Cover</p> | <p>ECMD14585241</p> <p>D16777706</p> |
|--|---|--------------------------------------|



**Item No:** 2.9  
**Title:** Central Coast Region Report - For Endorsement  
**Department:** Performance and Communications

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29 April 2025 Ordinary Council Meeting

Reference: F2024/00104 - D16732359  
Author: Sharon McLaren, Section Manager Corporate Planning and Reporting  
Paul Foote, Senior Corporate Planner Corporate Planning and Reporting  
Executive: Nicole Jenkins, Executive Officer Performance and Communications

### **Recommendation**

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

- 1 Endorses the revised Central Coast Region Report presented in Attachment 1.***
- 2 Notes that, subject to resolution 1, the revised Central Coast Region Report will be published on Council's website.***

### **Report purpose**

For Council to endorse the revised Central Coast Region Report and note that, If endorsed, it will be published on Council's website.

### **Executive Summary**

The Central Coast Region Report (CCRR) is a requirement under the *Local Government Act 1993*, and forms part of the Integrated Planning and Reporting (IP&R) Framework. The CCRR is completed in the year of a Local Government election and is a report to the incoming Councillors, detailing progress in achieving the objectives of the Community Strategic Plan (CSP). The report aims to offer insight in where there is achievement and where there are still challenges to be addressed, which can inform the review of the CSP.

The CCRR was initially tabled for adoption at the Ordinary Meeting of Council on 29 October 2024. At this meeting Council resolved the following:

*398/24 That:*

- a) the CEO provides a further report on progress made on each of the 48 objectives for the period 2021-22 to 2023-24*

This report and (Attachment 1) responds to the recommendation.

## Background

The CCRR outlines the progress in achieving the CSP and is presented to the incoming elected body. The CCRR was prepared and at the Ordinary Meeting of Council on 29 October 2024 Council resolved the following:

398/24 *That:*

*a) the CEO provides a further report on progress made on each of the 48 objectives for the period 2021-22 to 2023-24*

A revised report has been prepared in response to this resolution and is presented in (Attachment 1).

## Report

The report presented in (Attachment 1) provides actions delivered across the 48 Objectives of the CSP, One Central Coast. The data has also been updated where available and presented in a refined format for better readability.

It should be noted that some data sets are collected from external data sources. These external data source owners are established, subject-focused sectors who are specialised research and data entities recognised for their expertise within their respective fields. The availability of data is largely determined by the data source owners and their specific data collection cycles, which can vary significantly across different the sectors. Some data providers offer updates on a monthly or quarterly basis, while other sources release data at longer intervals, for example the ABS (Australian Bureau of Statistics) data cycle is every five (5) years. When referencing data within this report, the process of transforming raw data into actionable insights involves several stages, including data cleaning, validation, and interpretation, which can take varying amounts of time depending on the complexity and volume of the data. The CCRR has been prepared utilising the available data at time with consideration to the above. A list of all data sources utilised in the preparation of this report is included in the appendix section of the attachment.

## Stakeholder Engagement

Nil.

## Financial Considerations

Financial Year (FY) Implications.

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

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

**The FY adopted budget includes the impact for this proposal.**

**Link to Community Strategic Plan**

Theme 4: Responsible

### **Goal E: Environmental resources for the future**

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


### **Risk Management**

The CCRR was previously presented to Council in accordance with the *Local Government Act 1993* and IP&R Framework. The report presented in (Attachment 1) has been revised based on Council's resolution and continues to meet legislative requirements.

### **Critical Dates or Timeframes**

Nil.

### **Attachments**

- 1  Revised Central Coast Region Report Provided Under Separate Cover D16785008

## 2.10 Mayoral and CEO Delegations - Receipt of Concurrence from OLG (cont'd)

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**Item No:** 2.10  
**Title:** Mayoral and CEO Delegations - Receipt of Concurrence from OLG  
**Department:** Corporate Services

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29 April 2025 Ordinary Council Meeting

Reference: F2022/02582 - D16713951  
Author: Alysha Croussos, Section Manager Governance  
Manager: Louise Rampling, Unit Manager Governance Risk and Legal  
Executive: Marissa Racomelara, Director Corporate Services

### Recommendation

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

- 1 Notes that concurrence has been received from the Office of Local Government to change the delegations for the Mayor and Chief Executive Officer.***
- 2 Delegates to the Mayor the functions as outlined in the Instrument of Delegation provided at Attachment 1.***
- 3 Delegates to the Chief Executive Officer the functions as outlined in the Instrument of Delegation at Attachment 2.***

### Report purpose

To advise that concurrence has been received from the Office of Local Government (OLG) to update both the Mayor and Chief Executive Officer's delegations.

### Executive Summary

In accordance with the requirements of the Performance Improvement Order (PIO), concurrence is required from the Deputy Secretary of the OLG to change Council's delegations. As concurrence has been provided, endorsement is now sought to issue the revised delegations to both the Mayor and Chief Executive Officer.

### Background

Council must review its delegations within the first 12 months of a new term. The PIO issued to Council on 19 September 2024 requires Council to seek concurrence from the Deputy Secretary of the Office of Local Government before changing its delegations.

## 2.10 Mayor and CEO Delegations - Receipt of Concurrence from OLG (cont'd)

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### Delegations to the Mayor

At the Extraordinary Council Meeting on 8 October 2024, Council resolved the following:

- 369/24 *Seeks concurrence from the Deputy Secretary of the Office of Local Government to delegate to the Mayor those functions set out in the Instrument of Delegation to Mayor at Attachment 1.*
- 370/24 *If concurrence is received, delegates to the Mayor the functions set out in the Instrument of Delegation to the Mayor at Attachment 1.*

### Delegations to the Chief Executive Officer

At the Council Meeting on 10 December 2024, Council resolved:

- 500/24 *That, subject to obtaining concurrence from the Office of Local Government, the delegation of authority to the Chief Executive Officer be subject to the following limitations:*
- a) Not executing a lease with a term exceeding 10 years,*
  - b) Not entering into a contract involving expenditure of more than \$10 million.*
- 501/24 *In accordance with item 2.1.1.2 of the Performance Improvement Order, that Council seeks concurrence from the Deputy Secretary of the Office of Local Government to change the CEO's instrument of delegation as set out in (1) above.*

## **Report**

The OLG has provided concurrence for the changes to both the Mayor's and the Chief Executive Officer's delegations.

The OLG provided some feedback regarding the Mayor's delegations, including restructuring the text and columns for clarity, and this has been incorporated into the final document.

In the interests of consistency, the delegation to the Chief Executive Officer has been amended to comply with Council's corporate template.

## **Financial Considerations**

Financial Year (FY) Implications.

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

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

## 2.10 Mayoral and CEO Delegations - Receipt of Concurrence from OLG (cont'd)

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

**[Link to Community Strategic Plan](#)**

Theme 4: Responsible

### **Goal G: Good governance and great partnerships**

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



### **Risk Management**

Nil.

### **Critical Dates or Timeframes**

Council is required to review its delegations within 12 months of a new term.

### **Attachments**

<b>1</b>	DRAFT - Instrument of Delegation to the Mayor -  29 April 2025	Provided Under Separate Cover	D16772334
<b>2</b>	DRAFT- Instrument of Delegation for the Chief  Executive Officer - 29 April 2025	Provided Under Separate Cover	D16772429

**2.11 Minutes of Advisory Group and Committee meetings held in 3rd Qtr - 2024-25 (cont'd)**

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**Item No:** 2.11  
**Title:** Minutes of Advisory Group and Committee meetings held in 3rd Qtr - 2024-25  
**Department:** Corporate Services

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29 April 2025 Ordinary Council Meeting

Reference: F2025/00016 - D16759687  
Author: Briony Stiles, Team Leader Civic Support  
Manager: Stephanie Prouse, Section Manager Councillor and Democratic Services  
Executive: Marissa Racomelara, Director Corporate Services

**Recommendation**

***That Council notes the minutes of the following Advisory Committee meetings that were held between 1 January and 31 March 2025:***

- a) Audit, Risk and Improvement Committee – held 6 March 2025***
- b) Aboriginal Advisory Committee – held 11 March 2025***

**Report purpose**

To note the unconfirmed minutes of the Advisory Committee meetings held between 1 January 2025 and 31 March 2025.

**Executive Summary**

Advisory Committee meetings were held in the third quarter of the 2024-25 financial year, as listed below:

- Audit, Risk and Improvement Committee
- Aboriginal Advisory Committee

The associated minutes were approved by the respective Coordinators and Chairs and were circulated to committee members via email. It is noted that minutes from previous meetings are confirmed by the Advisory Committee at their next meeting, so are uploaded to Council's website as 'unconfirmed minutes' until that time.

## 2.11 Minutes of Advisory Group and Committee meetings held in 3rd Qtr - 2024-25 (cont'd)

---

### Report

Minutes from Council's Advisory Committee meetings that contain no recommendations to Council are reported to Council as a combined report for information only (Attachment 1). This is with the exception of the Audit, Risk and Improvement Committee ('ARIC'), which conducts business that is subject to a presumption of confidentiality. Where ARIC makes no recommendations to Council, the unconfirmed minutes will be presented as a confidential attachment (Attachment 2), with public minutes published separately for community transparency.

### Financial Considerations

Financial Year (FY) Implications

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

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

**The FY adopted budget includes funding for this proposal.**

### Link to Community Strategic Plan

Theme 4: Responsible



### Goal G: Good governance and great partnerships

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

### Critical Dates or Timeframes

Nil.

### Attachments

1	 MINUTES - Aboriginal Advisory Committee - 11 March 2025		D16718360
2	 CONFIDENTIAL - MINUTES - Audit, Risk and Improvement Committee - 6 March 2025 -	Provided Under Separate Cover	D16712770



Central Coast Council

## Aboriginal Advisory Committee

Held in the Council Chamber  
2 Hely Street, Wyong

11 March 2025

## MINUTES

### Attendance

#### Members

Shahni Wellington  
Jake MacDonald  
Vickie Parry  
Phillip Bligh  
Barry Duncan  
Monica McKenzie  
Colleen Fuller  
Stephen Ella

#### Status

Present  
Present  
Present  
Present  
Present  
Arrived at 1:22pm  
Present  
Apology

#### Staff

Mayor Lawrie McKinna  
Melanie Smith, Director Community and  
Recreation Services  
Belinda McRobie, Section Manager  
Community Development  
Beth Burgess, Unit Manager Community  
& Culture  
Lisa Martin, Civic Support Officer  
Karen Unsted, Civic Support Officer

#### Status

Present, until 12:31pm  
Present  
Present  
Present  
Present  
Present  
Present

#### Guest Speakers

Samantha Cummins, Unit Manager Libraries and Education

Richelle Conlan, Supervisory Branch Library Lake Haven Library Branches

Tim Brahm, Gosford Regional Gallery

Joanna O'Toole, Gosford Regional Gallery

The Chairperson, Jake MacDonald declared the meeting open at 12:10pm

#### **PROCEDURAL ITEMS**

##### **1.1 Introduction: Welcome, Acknowledgement of Country, Apologies, Disclosure of Interest**

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12:11pm

Phillip Bligh gave an Acknowledgement of Country.

The Chairperson briefed the Mayor on the purpose of the Aboriginal Advisory Committee.

##### **1.2 Previous business: Confirmation of Minutes, Review Action Log**

---

12:18pm

The committee confirmed the minutes of the 17 September 2025. Meeting with no amendments.

##### **2.1 Gosford Regional Gallery – First Nations exhibition programs and cultural engagement projects**

---

1:46pm

Tim Brahm and Joanna O'Toole from Gosford Regional Gallery presented to this item.

The Committee discussed:

- Community Consultation
- Status update on exhibitions on display and scheduled

***That the Aboriginal Advisory Committee***

- 1 Consider and provide feedback on the proposed Cultural Space at Gosford Regional Gallery and make recommendations on future consultation.***
- 2 Note the First Nations exhibitions and education programs being delivered through the Gosford Regional Gallery.***

## REPORTS

### **2.2 Priorities Identified from Workshop in April 2024**

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12:26pm

Jake MacDonald spoke to the report.

***That the Aboriginal Advisory Committee note the update provided within the Priorities Identified from Workshop in April 2024 report.***

### **2.3 Aboriginal Employment Strategy**

---

1:05Pm

An update on the Aboriginal Employment Strategy was not provided.

The Committee discussed:

- That an update on the Strategy be presented at the next meeting, including how CCC currently recognises long-standing Aboriginal staff members and attraction and retention rates.
- A mechanism for recognition and honouring Aboriginal Elders in the workforce at CCC.

***That the Aboriginal Advisory Committee note the information provided in the Aboriginal Employment Strategy.***

### **2.4 Gosford Regional Library Naming Convention**

---

1:23Pm

Richelle Conlan spoke to the report.

The Committee discussed:

- Naming convention of the sub-committee
- The committee voted Barry Duncan and Monica McKenzie will be the elected committee members.

### **2.5 Cultural Immersion Program**

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12:19pm

The committee discussed:

- The Cultural Immersion Program on Thursday 13 March 2025,

## **2.6 The Uncle Bob Public Lecture**

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12:46pm

Jake MacDonald spoke to the report, including the potential dates and requirements.

- Potential Launch Event dates 27 June, 11 July and 25 July 2025 and possible location is the Gosford Regional Library, however it was discussed to consider moving the date to a warmer time of the year.
- Jake will follow up with Uncle Bob options for September/October 2025.

## **2.7 5 Lands Walk**

---

12:28pm

Philip Bligh spoke to the report and discussed ways in which we can honour and ensure the Aboriginal culture and perspectives remain central.

The committee discussed:

- DA exemption
- Intellectual property and data protection

## **2.8 Mannering Park Historic Walk Signage- Review Wording**

---

12:56pm

Belinda McRobie spoke to the report.

The Committee discussed:

- The Mannering Park Historic Walk grant funding for signage to display Aboriginal history of the area.
- Committee to review wording and provide feedback to Belinda.

## **2.9 General Business**

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2:42pm











**Item No:** 2.12  
**Title:** Fire Safety Inspection Report - 6 Pine Tree Lane, Terrigal  
**Department:** Environment and Planning

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29 April 2025 Ordinary Council Meeting

Reference: CESS/2098/2018 - D16756002  
Author: Gary Evans, Principal Health and Building Surveyor  
Manager: Wayne Herd, Section Manager Building Assessment and Certification  
Executive: Jamie Loader, Director Environment and Planning

## **Recommendation**

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

- 1 Notes the result of the site inspection at 6 Pine Tree Lane, Terrigal conducted by Council staff on 20 March 2025.***
- 2 Resolves to not issue an Order (Order 1 under Part 2 of Schedule 5 of the Environmental Planning and Assessment Act 1979) with respect to the matters as raised within the Fire Safety Inspection Report received from Fire and Rescue NSW.***
- 3 Advises the Commissioner of Fire and Rescue NSW of its decision.***

## **Report purpose**

To provide an update to Council on the fire safety matters raised by Fire and Rescue NSW in relation to a property located at 6 Pine Tree Lane, Terrigal. Council is required to consider whether to issue an Order under the provisions of Part 2 of Schedule 5 of the *Environmental Planning and Assessment Act 1979*, in relation to a Fire Safety Inspection Report received from Fire and Rescue NSW.

## **Executive Summary**

Council has received a 'Fire Safety Inspection Report' from Fire and Rescue NSW in relation to fire safety concerns regarding a property at 6 Pine Tree Lane, Terrigal. This matter was previously tabled at an Ordinary Meeting of the Council on 25 February 2025. Council Officers have since carried out inspection of the property.

## 2.12 Fire Safety Inspection Report - 6 Pine Tree Lane, Terrigal (cont'd)

This report includes the outcomes of the actions and is required to be tabled at an Ordinary Meeting of the Council in accordance with Section 17(2)(b) of Part 8 of Schedule 5 of the *Environmental Planning and Assessment Act 1979*.

All matters previously raised by Fire and Rescue NSW have been rectified by the building management and accordingly it is recommended that no orders be issued in this case.

### Background

The subject land (Strata Plan 95145, 6 Pine Tree Lane, Terrigal) is situated on the southern side of Pine Tree Lane and is opposite the Crowne Plaza building at Terrigal. The land contains a multi storey, mixed use commercial and residential building, inclusive of a basement level carpark.



Council routinely receives 'Fire Safety Inspection Reports' from Fire and Rescue NSW in relation to complaints directed to them by members of the public relating to fire safety concerns. The *Environmental Planning & Assessment Act 1979* requires that these inspection reports are tabled at an Ordinary Meeting of the Council on two (2) occasions:

- Firstly, for Council to note the receipt of the 'Fire Safety Inspection Report' from Fire and Rescue NSW, and
- Secondly, for Council to then resolve as to whether a Fire Safety Order is to be issued, in accordance with the *Environmental Planning & Assessment Act 1979*, to rectify any outstanding fire safety matters raised within the inspection report.

In this case, the 'Fire Safety Inspection Report' received from Fire and Rescue NSW was tabled at the Council meeting of 25 February 2025, as required under Section 17(2) of Part 8 of Schedule 5 of the *Environmental Planning & Assessment Act 1979*. At that meeting it was resolved that Council:

- 1 *Notes the content of the Fire Safety Report from Fire and Rescue NSW (Attachment 1), in accordance with Section 17(2)(a) of Part 8 of Schedule 5 of the Environmental Planning and Assessment Act 1979.*
- 2 *Receives a further report in accordance with Section 17(2)(b) of Part 8 of Schedule 5 of the Environmental Planning and Assessment Act 1979, following staff review of Attachment 1."*

Following tabling of the 'Fire Safety Inspection Report' at an Ordinary Meeting, Council is required to determine whether or not to exercise its power to issue a Fire Safety Order requiring works/actions to resolve outstanding fire safety matters (Order 1, under Part 2 of Schedule 5 of the *Environmental Planning and Assessment Act 1979*).

To allow Council to make an informed decision as to this issue, senior Council officers have conducted an inspection of the premises in relation to the matters raised by Fire and Rescue NSW.

This further report on the matter is provided in accordance with Section 17(2)(b) of Part 8 of Schedule 5 of the *Environmental Planning and Assessment Act 1979*.

## **Report**

### Current Status

The subject site was inspected by Council's Principal Building Surveyor on 20 March 2025. The purpose of the inspection was to specifically review the issues raised by Fire and Rescue NSW within their 'Fire Safety Inspection Report'.

The issues of concern identified in the inspection report relate to matters that potentially compromise the ability to undertake brigade intervention and, in turn, may therefore affect the safety of occupants of the site. Issues raised include:

- 1 Essential Fire Safety Measures
  - a) Automatic Smoke Detection and Alarm System:
    - i. The Fire Brigade Panel (FBP) was displaying one (1) fault identified as a loop fault.
  - b) Fire Hydrant system:

- i. The hydrant booster assembly was not provided with a fade resistant or engraved sign indicating the boost and test pressure, contrary to the requirements of Clause 7.10.1 of AS2419.1-2005.
  - ii. The roller shutter to the cupboard in the commercial suite's corridor on the ground floor level, which contains both a fire hydrant valve and fire hose reel, was not provided with a sign with the words "FIRE HYDRANT", contrary to the requirements of Clause 3.6.2 of AS2419.1-2005.
- c) Automatic Fire Suppression (sprinkler) System
- i. The sprinkler booster assembly was not provided with a sign marked with the maximum allowable inlet pressure at the connection, contrary to the requirements of Clause 4.4.3 of AS2118.1-1999.
- d) Annual Fire Safety Statement
- i. A copy of the premises current Annual Fire Safety Statement was not permanently displayed within the building contrary to the provisions of Clause 89 of the Environmental Planning and Assessment Regulation 2021.

Upon inspection of the site by staff on 20 March 2025, it was evident that all required issues raised within the inspection report, had been attended to by building management. In this regard, required signage had been provided in relation to the site hydrant and automatic fire suppressions systems. Additionally, an up-to-date Annual Fire Safety Statement was prominently displayed at both pedestrian entrances to the site.

Lastly, at the time of inspection, review of the Fire Brigade Panel, indicated the buildings smoke detection and alarm system to be functioning without fault. Additionally, the building fire service contractor was on site, carrying out servicing of the building for Annual Fire Safety Statement reporting purposes.

Bases on the outcome of the inspection, it is recommended that Council is not required to issue an Order under the provisions of Part 2 of Schedule 5 of the *Environmental Planning and Assessment Act 1979*, in relation to a Fire Safety Inspection Report received from Fire and Rescue NSW.

### **Stakeholder Engagement**

It is a requirement that the outcome of Council's investigation of the fire safety issues raised by Fire and Rescue NSW within their 'Fire Safety Inspection Report', be reported to the Commissioner of Fire and Rescue NSW.

### **Financial Considerations**

Financial Year (FY) Implications.

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

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

**The FY adopted budget includes the impact for this proposal.**

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

Theme 4: Responsible

**Goal E: Environmental resources for the future**

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

### **Risk Management**

The review of Fire and Rescue NSW recommendations regarding fire safety of property is a routine, although irregular, activity of Council, and as such does not present additional organisational risk.

### **Critical Dates or Timeframes**

Nil.

### **Attachments**

Nil.

**Item No:** 2.13  
**Title:** Community Support Grant Program February 2025  
**Department:** Community and Recreation Services



29 April 2025 Ordinary Council Meeting

Reference: F2017/02117-002 - D16719504  
 Author: Belinda McRobie, Section Manager Community Development  
 Executive: Melanie Smith, Director Community and Recreation Services

## Recommendation

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

- 1 Allocates \$17,645.91 (inclusive of GST where applicable) from the 2024-25 grants budget to the Community Support Grant program for the month of February as outlined below and in (Attachment 1).**
  - a) Dharug & Lower Hawkesbury Historical Society Incorporated - Rates Subsidy - \$789.91**
  - b) Coast Community Broadcasters Incorporated - Brand New Star Talent Quest - \$4,446.00**
  - c) Community Gardens Australia Limited - CGA NSW State Gathering - \$2,810.00**
  - d) FunHaus Factory Incorporated - Origami Folding Light and Sound Festival - \$5,000.00**
  - e) Terrigal Surf Life Saving Club Incorporated - Terrigal Ocean Swim Classic 2025 - \$4,600.00**
  
- 2 Declines the following applications, for the reasons indicated in Attachment 1:**
  - a) Inner Wheel Australia Incorporated – Changeover Weekend - limited community benefit is demonstrated.**
  - b) Trustees of Church Property for the Diocese of Newcastle - Purchase of defibrillator - project is ineligible.**
  - c) Central Coast Conservatorium of Music - Baroque Technique Masterclass - insufficient information provided to make an accurate assessment.**
  - d) Community Powershare Limited - Economic Modelling for proposed community battery scheme – project is ineligible.**
  - e) The Scuba Gym Australia Limited - PLC Lane Hire Subsidy – project is ineligible.**
  - f) Toukley Neighbourhood Centre Incorporated - Enhancing Community Comfort and Safety at Toukley Neighbourhood Centre (TNC) – project is ineligible.**
  - g) Toukley Neighbourhood Centre Incorporated - Enhancing Volunteer and Donor Management for Community Impact – project is ineligible.**

**3 Advises the unsuccessful applicants in point 2 (above) and direct them to alternate funding sources if relevant.**

**Report purpose**

To seek endorsement of the recommendations for the Community Support Grant Program for the month of February 2025.

**Executive Summary**

This report considers the applications and recommendations for the Community Support Grant Program. The Community Support Grant Program remains open throughout the year to provide assistance for community activities that require in-kind support through the provision of subsidised access to Council services and financial assistance for community activities that require a small amount of support.

This program enables applicants to apply for funding support in a faster response time.

**Background**

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

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

- In-kind support through the provision of subsidised access to Council services.
- Financial assistance for community activities that require a small amount of support. The Community Support Grant Program provides a combined original budget of \$300,000 annually as detailed in Table 1 below.

*Table 1: Community Support Grant Program*

<b>Program</b>	<b>Adopted budget</b>	<b>2024-25 allocation to date (inclusive of GST where applicable)</b>	<b>Recommendation allocation within this report (Inclusive of GST where applicable)</b>	<b>Allocation to date + Recommendation within report (Inclusive of GST where applicable)</b>
Community Support Grant Program	\$300,000	\$169,231.42	\$17,645.91	\$186,877.33

### **Current Status**

Applications submitted from 1 February - 28 February 2025 are considered in this report. The Community Support Grant Program provides up to \$5,000 per project per financial year in combined funding and in-kind Council services to applicants who are a legally constituted not-for profit organisations, or auspiced by one.

### Assessment

A total of twelve applications were received and assessed by 6 March 2025, with five (5) applications recommended for funding in this Council report. Seven (7) applications are not recommended for funding.

Of the seven applications not recommended for funding, five are ineligible, one (1) does not contain sufficient information to make an accurate assessment and one demonstrates limited community benefit. All applicants will be advised to discuss their proposal further with Council's Grants Officers prior to resubmission in a future round.

Council's Unit Manager Community and Culture, Section Manager Community Development and the Community Grants Team assessed the Community Support Grant program applications, against the Community Support Grant Program guidelines.

### **Stakeholder Engagement**

Information on Council's Community Grants program is provided on Council's website and promoted through Council's social media platforms.

Regular emails with relevant information were provided to the community grants database. Council staff conducted three (3) grant writing workshops with thirty-seven attendees and four (4) grant information sessions with sixty-six attendees.

Additionally, Council staff also undertook two (2) drop-in support sessions with twelve attendees to assist applicants with their submissions where required.

### **Financial Considerations**

Financial Year (FY) Implications

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

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

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

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

Expenditure is approved until the end of the 2024-25 financial year. Budget funds will expire at the end of each financial year.

No additional budget is required nor sought through this report. All actions within have been funded through existing and approved operational plan budgets.

**Link to Community Strategic Plan**

Theme 1: Belonging

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

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

**Risk Management**

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

Applications recommended for funding are conditional on all relevant event/activity approvals being provided prior to the release of funds, and successful applicants are required to return any unspent funds for projects not able to be delivered as planned.

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

**Critical Dates or Timeframes**

Many of these grant applications are dependent upon support via Council's grant program. Should decisions be delayed or not supported projects may not be undertaken.

**Attachments**

<b>1</b>	Attachment 1 CSP February 2025 Recommended and Not Recommended	Provided Under Separate Cover	D16741915
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**Item No:** 2.14  
**Title:** Active Council Resolutions - Status Update  
**Department:** Corporate Services

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29 April 2025 Ordinary Council Meeting

Reference: F2025/00016 - D16763580  
Author: Briony Stiles, Team Leader Civic Support  
Manager: Louise Rampling, Unit Manager Governance Risk and Legal  
Executive: Marissa Racomelara, Director Corporate Services

### **Recommendation**

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

### **Report purpose**

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

### **Executive Summary**

This report provides a quarterly update on the implementation of Council resolutions during the period from 1 January 2025 to 31 March 2025.

### **Background**

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

### **Report**

The Status Update on Active Council Resolutions (Attachment 1) provides an overview of the implementation of resolutions during the period from 1 January 2025 to 31 March 2025. There are currently a total of 34 active Council resolutions. Since the last quarterly status update on 11 March 2025, a total of 20 actions have been completed. The next quarterly report will be presented to the 22 July 2025 Ordinary Council Meeting.

**Financial Considerations**

Financial Year (FY) Implications

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

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

**The FY adopted budget includes the impact for this proposal.**

**Link to Community Strategic Plan**

Theme 4: Responsible

**Goal G: Good governance and great partnerships**

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

**Risk Management**

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

**Critical Dates or Timeframes**

Nil.

**Attachments**

<b>1</b>	Outstanding Actions Log Report as at  22.04.2025	Provided Under Separate Cover	D16778854
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**3.1 Rescission Motion - Strategic Property Acquisition - Coastal Open Space  
- 2 Toomeys Road, Mount Elliot - Lot 232 DP 755227 (cont'd)**

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**Item No:** 3.1  
**Title:** Rescission Motion - Strategic Property Acquisition  
- Coastal Open Space - 2 Toomeys Road, Mount  
Elliot - Lot 232 DP 755227  
**Department:** Councillor

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29 April 2025 Ordinary Council Meeting

Reference: F2025/00016 - D16784986

Author: Councillor Margot Castles

A Rescission Motion has been received from Councillor M Castles, Councillor J Smith, and Councillor H Crowley, to be moved at the Ordinary Council Meeting of Council to be held on Tuesday, 29 April 2025, as follows:

***"MOVE that the following resolution carried at the Ordinary Meeting of Council held on 25 March 2025 be rescinded:***

***630/25 That Council not acquire the property of 2 Toomeys Road, Mount Elliot - Lot 232 DP 755227"***

Should the above Rescission Motion be carried, further notice is given that Councillor Castles will move the following motion:

- 1 That whether the property has been sold or not, the Chief Executive Officer approach the owner of the property at 2 Toomeys Road Mount Elliot to assess and action any options for the purchase of this property as part of COSS in keeping with the confidential report provided to Council for the March 2025 meeting.***
- 2 That a report on the result of this approach be provided to Councillors prior to or at the May 2025 Council meeting.***

**Attachments**

*Nil.*

## 4.1 Notice of Motion - Adoption of Offshore Sand Nourishment Policy (cont'd)

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**Item No:** 4.1  
**Title:** Notice of Motion - Adoption of Offshore Sand Nourishment Policy  
**Department:** Councillor

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29 April 2025 Ordinary Council Meeting

Reference: F2025/00016 - D16784964

Author: Councillor Corinne Lamont

Councillor C Lamont has given notice that at the Ordinary Council Meeting to be held on 29 April 2025 she will move the following motion:

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

- 1 That Central Coast Council adopts a formal position of prioritising offshore sand nourishment over beach armouring and seawalls in its coastal management plans, as a sustainable and environmentally sensitive approach to addressing coastal erosion.***
- 2 That Council lobbies the NSW Government for access to offshore sand nourishment opportunities specifically for Central Coast beaches and advocates for their inclusion in any current or future NSW offshore sand nourishment programs.***
- 3 That the Chief Executive Officer updates the Central Coast Coastal Management Program to reflect this position, with a focus on integrating offshore sand nourishment into future coastal erosion mitigation strategies.***
- 4 That the Chief Executive Officer writes to the relevant state government agencies to outline Council's adopted position and seek further collaboration on offshore sand nourishment initiatives.***

### **Councillors Note**

The recent severe weather events impacting the Central Coast coastline have once again exposed the vulnerability of our beaches and foreshore areas, particularly at Wamberal Beach and The Entrance North. These events have not only caused significant damage but have reinforced what has long been evident: Council urgently needs to adopt a clear, proactive, and sustainable position on coastal management.

This is not a new issue. A policy position could and should have been adopted last December, when I first brought this Motion to Council. Unfortunately, that opportunity was lost.

## **4.1 Notice of Motion - Adoption of Offshore Sand Nourishment Policy (cont'd)**

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Every delay leaves our coastline, our assets, and our communities more exposed. The community deserves certainty that Council's approach to managing coastal erosion is evidence-based, environmentally responsible, and focused on long-term solutions, not reactive patchwork or outdated thinking.

This Motion formalises Central Coast Council's position on prioritising offshore sand nourishment over hard infrastructure such as seawalls, including the proposed private seawall at Wamberal Beach, the Council's own Wamberal Beach Protection Assessment (WPA) seawall development applications, and the proposed seawall at The Entrance North.

Adopting this position will align Council with best practice coastal management and reflect the clear expectations of our community.

It is time for Council to act and lead in protecting our coastline.

### Background

At the 2024 Local Government NSW Conference in Tamworth, Central Coast Council presented a motion advocating for statewide support for offshore sand nourishment as a key strategy to combat coastal erosion. Offshore sand nourishment has been widely recognised as a sustainable alternative to traditional beach armouring techniques, which can have significant environmental and aesthetic impacts.

To ensure consistency between Council's advocacy efforts and its local planning framework, it is essential to adopt a clear position prioritising offshore sand nourishment and advocating for access to state resources and programs for Central Coast Council.

### Discussion

The Central Coast region faces ongoing challenges with coastal erosion, posing risks to public and private assets, tourism, and natural ecosystems. Beach armouring can exacerbate erosion elsewhere and alter natural coastal processes.

Offshore sand nourishment, by contrast, replenishes eroded beaches, maintains natural beach dynamics, and supports long-term sustainability. Central Coast beaches would greatly benefit from inclusion in state-level programs to access offshore sand resources for erosion mitigation.

Adopting this position aligns with the Central Coast's commitment to innovative, sustainable coastal management and strengthens Council's advocacy efforts with the NSW Government.

### Budget and Resource Implications

There are no immediate budgetary implications for adopting this position. Future implementation of offshore sand nourishment projects would require state and federal funding and collaboration.

## **4.1 Notice of Motion - Adoption of Offshore Sand Nourishment Policy (cont'd)**

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### Policy and Legislative Implications

This recommendation supports the objectives of the Coastal Management Act 2016 and aligns with Council's responsibility to develop sustainable solutions under its Coastal Management Program.

### Conclusion

Adopting a policy that prioritises offshore sand nourishment will position Central Coast Council as a leader in sustainable coastal management while strengthening advocacy for inclusion in NSW Government offshore sand nourishment programs.

There are no immediate budgetary implications for adopting this position. Future implementation of offshore sand nourishment projects would require state and federal funding and collaboration.

### **Chief Executive Officer Response**

Offshore sand nourishment can offer benefits for the Central Coast, including offsetting coastal erosion impacts, supporting tourism, and preservation of foreshore environments, particularly for high-risk areas like Wamberal. Offshore sand nourishment is however also often accompanied by high costs, is temporary in nature, and potentially presents other environmental impacts, all which pose challenges, especially given the region's exposure to climate-driven erosion. The following issues are required to be considered carefully:

- High costs and maintenance: Sand nourishment is expensive, involving dredging, transport, and placement.
- Environmental impacts: Dredging offshore sand can disrupt marine ecosystems, including seagrass beds and fish habitats, and impact benthic ecosystems where sand is placed. Increased turbidity and other water quality impacts from dredging may impact marine life and recreational activities like diving or fishing and would require appropriate consideration and licensing from regulatory bodies like the NSW Environment Protection Authority.
- Temporary solution: Coastal erosion on the Central Coast is exacerbated by climate change, with rising sea levels and more intense storms. Sand nourishment is not a long-term fix and may become less effective as conditions worsen. The Central Coast's dynamic wave climate and storm frequency (e.g., east coast lows) means nourished sand may erode quickly, requiring frequent replenishment.
- Disruption to local communities: Nourishment projects can temporarily close beaches or restrict access, disrupting tourism and local businesses during construction. Dredging and sand placement may interfere with surfing, fishing, or other recreational activities, which are culturally significant on the Central Coast.

#### 4.1 Notice of Motion - Adoption of Offshore Sand Nourishment Policy (cont'd)

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- Risk of uneven outcomes: Poorly designed projects can lead to uneven sand distribution, potentially worsening erosion in adjacent areas. Local conditions, such as strong longshore currents or rocky headlands, may reduce the effectiveness of nourishment programs if not appropriately implemented.

The complexity and diversity of the Central Coast coastline would require appropriate response for each specific location. For best results, offshore sand nourishment should be part of an integrated coastal management strategy, combining measures like dune restoration, protective structures, setback policies, or hybrid solutions. Committing to one particular solution for all parts of our coastline does not appropriately take into account its diverse nature.

Although not recommended for consideration as a single solution, offshore sand nourishment is a potential beneficial contributor to the strategic management of coastal erosion and coastal hazards, and the broader management of our coastline.

Medium and long-term sand nourishment has been listed as a Local Government Area wide management action in the current draft Coastal Management Plan (CMP) which will be presented to the June Environment and Planning Committee and recommended for community consultation.

In reference to Item 2 recommending that Council lobbies the NSW Government for access to offshore sand nourishment opportunities, this could occur and has the potential to support the strategic management of our coastline.

Correspondence was sent by Council's Administrator to the Prime Minister on 15 December 2020 requesting to "...either purchase a number of dredges or at least secure long term contracts to provide beach nourishment at the many erosion hot-spots up and down our magnificent coastline". Furthermore, at its Ordinary Meeting of 11 October 2022, Council resolved to write to various Minister's seeking development of a NSW-wide approach to mass sand nourishment to support councils in managing the impacts of coastal erosion. Letters were sent in accordance with the resolution on 8 November 2022.

The Mayor has recently written to the Premier to seek further information on the NSW Government's approach to offshore sand nourishment, following his recent statement at the Terrigal Community cabinet. At the date of publication, no response has been received.

In response to Council's prior lobbying, no practical solutions have yet been provided by higher levels of government. The recommendation for continued lobbying however is worth further consideration.

In consideration of the third recommendation, the Draft CMP for the Open Coast will assess a range of options to address coastal erosion threatening public beaches. Solutions are based on site specific locations, beach dynamics and land tenure. All recommended solutions outlined in a CMP must be legally and economically viable. It is recommended that any proposed amendments or suggestions to the CMP occur whilst the draft is on exhibition, so that those changes can be considered with other feedback from the community and other stakeholders prior to Council adoption. The exhibition draft is likely to be provided to Council for consideration, prior to the end of the 2024-25 financial year.

**4.1 Notice of Motion - Adoption of Offshore Sand Nourishment Policy  
(cont'd)**

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Regarding recommendation 4 about writing to other agencies seeking further support for sand nourishment, this can be accommodated and may provide a mechanism to advance opportunities for offshore dredging and sand nourishment of our coastline.

**Attachments**

*Nil.*

**4.2 Notice of Motion - Council response to community concerns over safety concerns at MacDonalds Road Lisarow (cont'd)**

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**Item No:** 4.2  
**Title:** Notice of Motion - Council response to community concerns over safety concerns at MacDonalds Road Lisarow  
**Department:** Councillor

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29 April 2025 Ordinary Council Meeting

Reference: F2025/00016 - D16784974

Author: Councillor Kyle MacGregor

Councillor K MacGregor has given notice that at the Ordinary Council Meeting to be held on 29 April 2025 he will move the following motion:

- 1 That Council acknowledges community concern about speeding cars and safety issues on MacDonalds Road Lisarow.***
- 2 That the Chief Executive Officer prepares a report on potential actions and opportunities to improve safety outcomes for the community on MacDonalds Road and the surrounding area.***
- 3 That this report be provided to Council no later than the July 2025 Council meeting.***
- 4 That the report considers how Council could work with Transport NSW to do things such as lower the speed limit on MacDonalds Road to 50 kph, install flashing signs at the nearby school, review light sequencing in the immediate area and traffic flows and direction near Lisarow Train Station and the School.***
- 5 That the report considers how Council could implement speed calming or speed mitigation infrastructure such as line marking, rumble strips, speed humps, chicanes or footpaths. Improve the conditions of nearby local runs to limit the use of MacDonalds Road as a 'rat run', and work with NSW Police to step up enforcement of the speed limit in the area.***
- 6 That the report contains any additional information, surveys or the like that Council Officers deem necessary to include to respond to this Notice of Motion.***

**Chief Executive Officer Response**

Council has in excess of 100 active traffic and safety related investigations underway, this includes the residents' concerns on Macdonaldis Road Lisarow. The review and investigation is being undertaken by specialist traffic engineers and technical officers and should improvements be warranted, a proposal may be forwarded to the Local Traffic Committee for consideration and recommendation. The Committee does not have delegation in relation to decision making, however reviews technical advice. The review and investigation is underway and will take approximately 3-6 months.

Requests for speed enforcement is a matter for the NSW Police. Speed limits are not administered by Council and are the responsibility of Transport for New South Wales.

It is suggested that the following recommendation be considered:

1. That Council note the safety and speed concerns raised, under Council's control, in relation to Macdonaldis Road Lisarow, are under review by Council officers and if warranted, a report will be presented to the Local Traffic Committee for their consideration.
2. That Council note that speed limits are a matter for TfNSW determination and that Council officers will raise the matter with appropriate representatives of TfNSW.

**Attachments**

*Nil.*

**4.3 Notice of Motion - Better utilising and monitoring Gosford City Car Park (cont'd)**

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**Item No:** 4.3  
**Title:** Notice of Motion - Better utilising and monitoring Gosford City Car Park  
**Department:** Councillor

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29 April 2025 Ordinary Council Meeting

Reference: F2025/00016 - D16784982

Author: Councillor Jared Wright,

Councillor J Wright has given notice that at the Ordinary Council Meeting to be held on 29 April 2025 he will move the following motion:

***That Council:***

- 1 Undertakes a review into the site and provide costings on different ticketing options and operating hours, including Saturday afternoons and Sundays.***
  - a) Hold a public briefing session in May 2025 with interested stakeholders such as local businesses and members of the Gosford Strip Precinct committee, to hear their thoughts and to help inform the final report.***
  - b) Provide a report back to the Finance and Governance Committee by the end of June 2025 for further analysis.***
  - c) Assess the feasibility of opening the car park permanently on Saturday afternoons, Sundays and public holidays, for a flat rate fee of \$10.***
  - d) \$10 rate after 3:00pm on Saturday and for all day Sunday, as well as public holidays.***
  - e) Review perceived safety concerns and the possibility of increased security/lighting etc in line with the recent Safer Cities : Her Way project.***
  
- 2 Simultaneously conduct a review into parking enforceability measures for the Gosford Town Centre.***
  - a) Evaluate the effectiveness of the current parking enforcement measures.***
  - b) Recommend potential improvements or additional enforcement strategies to address these concerns, including the possibility of increasing monitoring.***
  - c) Investigate the feasibility, costs, and benefits of implementing electronically monitored parking systems, similar to those used in other councils such as Port Macquarie and Leura.***

### 4.3 Notice of Motion - Better utilising and monitoring Gosford City Car Park (cont'd)

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#### Councillors Note

##### Background

Gosford City Car Park is owned by Central Coast Council. The car park has 650 spaces and recent data shows that in 2024, the average occupancy rate was 42 percent. Despite this, many people visiting Gosford still struggle to find a park in the CBD as this car park has limited operating hours. This includes closing at 3pm on Saturdays and remaining closed on Sundays and public holidays.

This motion seeks to review the practicality of the current ticketing system to review whether there may be alternatives that can better accommodate for the needs of residents and tourists. It comes at a critical point in time, when a range of stakeholders including all levels of government and the hospitality industry are seeking to revitalise Gosford, particularly its night life.

Additionally, several community members and local businesses have raised concerns regarding the perceived lack of supervision and enforcement of the parking regulations in the Gosford town centre. The insufficient enforcement of parking restrictions has led to an increasing number of vehicles occupying 5–15-minute parking zones for extended periods. This makes it harder for customers to access local businesses, who are already facing significant financial challenges.

If Council moves to increase the opening hours of the car park, it is important that it is at an affordable price point that accommodates all. The proposal of a \$10 flat daily rate aligns closely with the \$11 special event fee that is currently in place. In order to assess the financial feasibility of this proposal, once the report is brought back to Council, it may be beneficial to look at a trial period.

##### Reason

Housing density in Gosford is scheduled to increase significantly over the next decade, making parking vital for residents and visitors. This will likely lead to increased activity at local businesses including cafes and restaurants, so it is important that ample parking be readily available and at an affordable price. In order to revitalise Gosford, we must better address parking needs.

Additionally, this process fits into the ongoing desire to better utilise existing Central Coast Council assets and improve their revenue streams. Tweaks to the system could encourage more patrons at a nominal fee, while encouraging economic growth to the Gosford CBD and improve incoming revenue to Council.

### 4.3 Notice of Motion - Better utilising and monitoring Gosford City Car Park (cont'd)

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#### Chief Executive Officer Response

An independent specialist consultant is currently undertaking a comprehensive review of the technologies employed at Gosford City Car Park to manage vehicle access and improve operational efficiencies. This review will identify the best solutions for future management of the car park, including cost-effective options to extend hours of operation. The review is due to be completed by 30 June 2025. The outcomes of this review will form part of the capital works program for financial year 2025-26 to renew the Smart Technology currently in use at the Gosford City Carpark.

A briefing session could be incorporated into this review in May with interested stakeholders to obtain feedback regarding future car park operational models. A further report to the Finance and Governance Committee on the performance of the adopted solutions and status of the implementation actions could be provided to the December 2025 meeting.

Implementation of changes to the current hours of operation prior to the implementation of prospective technology upgrades will impose additional and unbudgeted costs. Overtime staffing cost would range from \$88.01 to \$102.13 per hour, including on-costs. Other expenses include additional patrols at \$65 per patrol or onsite security services at a minimum rate of \$272 on Saturdays, \$272 on Sundays, and \$380 on public holidays. Further yet to be determined costs may include back to base CCTV monitoring and reporting.

Parking alternatives are currently available that could be considered by Council, for example, the at-grade car park located on the ground level of Baker Street. This car park currently has the capacity to accommodate vehicles visiting the Gosford CBD outside of core business hours. Recent observations indicate that this car park has spare capacity. It is worth noting that on Saturday, 5 April 2025 at 7pm, which is considered peak time, there were still spaces available. On Sunday, 6 April 2025, there was over 80% availability throughout the day. This car park is unrestricted and free after 12pm on Saturdays, and all day on Sundays and public holidays.

Additionally, the Gosford Commuter Car Park, although not as centrally located within the CBD, offers unrestricted free parking on Saturdays, Sundays, and public holidays for all users. Given that this car park provides free parking, there is potential for it to impact the future utilisation of the Gosford City Car Park if operating hours are extended with applicable fees.

The level of expected occupancy is unlikely to recoup a substantial level of revenue, even if a flat fee of \$10 per vehicle is imposed.

Anti-social behaviour remains a persistent issue at all parking stations, particularly during unstaffed hours. Council has already completed projects to enhance lighting at the site and has installed uplighting on the facades to activate the space. Despite these measures, additional security would be highly recommended if a change to current operating hours were to be implemented.

### **4.3 Notice of Motion - Better utilising and monitoring Gosford City Car Park (cont'd)**

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Council parking officers regularly patrol the Gosford CBD with over 1500 parking fines issued last calendar year in the Gosford CBD. Council's Team of Parking Officers regularly patrol the Gosford CDB and issue penalty infringements for illegal parking.

Council is currently undertaking a comprehensive review of the Fines Amendment (Parking Fines) Act 2024, as well as the associated Fines Amendment (Parking Fines) Regulation 2025. The goal of this review is to determine the most effective and appropriate methods for enforcing parking regulations within the Local Government Area (LGA). As part of this process, the Council will consider all available technologies that are deemed lawful under the new legislation.

This could include advanced parking meters, automated license plate recognition systems, and other innovative solutions designed to improve compliance and streamline enforcement efforts. The review aims to ensure that the chosen enforcement methods are not only effective but also fair and transparent for all residents and visitors. Council subsequently hopes to enhance the efficiency of parking management and reduce the incidence of parking violations.

It is also noted that Council's draft Operational Plan for 2025-26 proposes to undertake a Service Review of Council's Car Parking facilities which will evaluate our current approaches to the provision of car parking and identify opportunities for improvements.

#### **Attachments**

*Nil.*

**Item No:** 4.4  
**Title:** Notice of Motion - Deferred Lands  
**Department:** Councillor

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29 April 2025 Ordinary Council Meeting

Reference: F2025/00016 - D16784983  
Author: Councillor Belinda Neal,

Councillor B Neal has given notice that at the Ordinary Council Meeting to be held on 29 April 2025 she will move the following motion:

***That Council be provided with a report on the zoning of lands referred to as the 'deferred lands' and the mapping of the properties for consideration and resolution, if required, at the June Meeting.***

#### **Councillor Note**

The Deferred Matters Lands Planning Proposal aimed to incorporate these deferred lands into the [Central Coast Local Environment Plan 2022](#) (CCLEP 2022 based on the existing zones and environmental attributes of each land parcel.

There are 3,438 land parcels that are currently deferred lands located east of the M1 Pacific Motorway, south of Ourimbah that are currently considered 'deferred lands'.

This would result in the phasing out of historic planning instruments, which have applied to these lands for approximately 50 years and replace them with modern planning provisions that are consistent with those operating across the remainder of the Central Coast.

The [Deferred Matters Planning Proposal](#) went on public exhibition from Wednesday 11 October until Wednesday 8 November 2023.

The Deferred Matters Planning Proposal was endorsed by the Administrator sitting as the Council 28 May 2024. The Planning Proposal was submitted to DPPI for finalisation in June 2024. DPPI have indicated that they are aiming to finalise this Planning Proposal in March 2025.

### Background

In 2006, the State Government's Department of Planning and Environment introduced a standard Local Environmental Plan (LEP), which included new land use zones to standardise local government planning across NSW.

The deferred lands were excluded from the Central Coast Local Environment Plan (CCLEP 2022) to allow further assessment of the most appropriate zoning. Most of the deferred land uses are rural-residential, hobby farms and conservation lifestyle blocks.

The vast majority are currently zoned 7(c)2 – Scenic Protection – Rural Small Holdings or 7(a) Conservation but must be changed to fit State laws introduced in 2006 to standardise all Local Environment Plans.

"Following consideration of public submissions these lands were excluded from the CCLEP 2022 to allow for further assessment.

### Chief Executive Officer Response

Council resolved on the 28 May 2024 to endorse the Planning Proposal for the Deferred Matters Lands and request the Minister for Planning and Public Spaces to proceed with finalisation of amendments to the Central Coast Local Environmental Plan (CCLEP). The request to finalise the Planning Proposal was sent to the Department of Planning Housing and Infrastructure in June 2024.

The Deferred Matters Lands (DM Lands) are those lands excluded from the CCLEP 2022 Land Application Map, and generally located in hinterland areas east of the M1 Pacific Motorway and south of Ourimbah. There are currently 3,440 properties within the DM area. The DM Lands and the planning provisions associated with them, are required to be integrated into the CCLEP in accordance with the Standard Instrument (Local Environmental Plans) Order 2006, which requires all LEPs to be standardised across NSW. The planning instruments that apply to the Deferred Matters Lands are Gosford Planning Scheme Ordinance (GPSO) and Interim Development Order (IDO 122) that were originally gazetted in 1968 and 1979 respectively. The intent of the Planning Proposal is to provide a more consistent zoning framework for environmental lands across the LGA.

The majority of DM Lands are zoned for environmental purposes and it is proposed to retain an environmental zoning of these lands under CCLEP 2022. Lands are proposed to be converted to one or more of three standard zones; C2 Environmental Conservation; C3 Environmental Management, or C4 Environmental Living. These zones are applied where the protection of the environmental significance of the land is the primary consideration.

Council is awaiting the finalisation of the CCLEP amendments by the Minister for Planning and Public Spaces, further information on the DM Lands Planning Proposal can be found on Council's website: [Deferred Matters Lands Planning Proposal | Your Voice Our Coast](#)

**5.1 Question with Notice - Fresh Start for Local Government Apprentices, Trainees and Cadets programme (cont'd)**

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**Item No:** 5.1  
**Title:** Question with Notice - Fresh Start for Local Government Apprentices, Trainees and Cadets programme  
**Department:** Councillor

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29 April 2025 Ordinary Council Meeting

Reference: F2025/00016 - D16784196

Author: Councillor Kyle MacGregor

**5.1 Question with Notice - Fresh Start for Local Government Apprentices, Trainees and Cadets programme**

The following question was submitted by Councillor K MacGregor:

*Has Council applied for either round 1 or round 2 of the Fresh Start for Local Government Apprentices, Trainees and Cadets program? If so, can Council please advise if we were successful or not in our application.*

**Response**

Council has applied for Round 1 and 2 of the Fresh Start Grant Funding for Trainees, Apprentices and Cadets Program. In Round 1, Council submitted 9 (nine) applications, of which 5 (five) were successful. Council submitted a further 11 applications for Round 2 which closed on 31 March 2025. The outcome of Round 2 submissions has not yet been released.

Below are the Position Titles of the 5 successful applications:

- 1 x Apprentice Horticulturalist Parks and Gardens
- 2 x Apprentice Crew Member Water and Sewer
- 1 x Cadet Development Planner Urban Design
- 1 x Cadet Traffic and Transport Engineer.

**Attachments**

Nil..