



Central Coast Council
Business Paper
Ordinary Council Meeting
27 May 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.



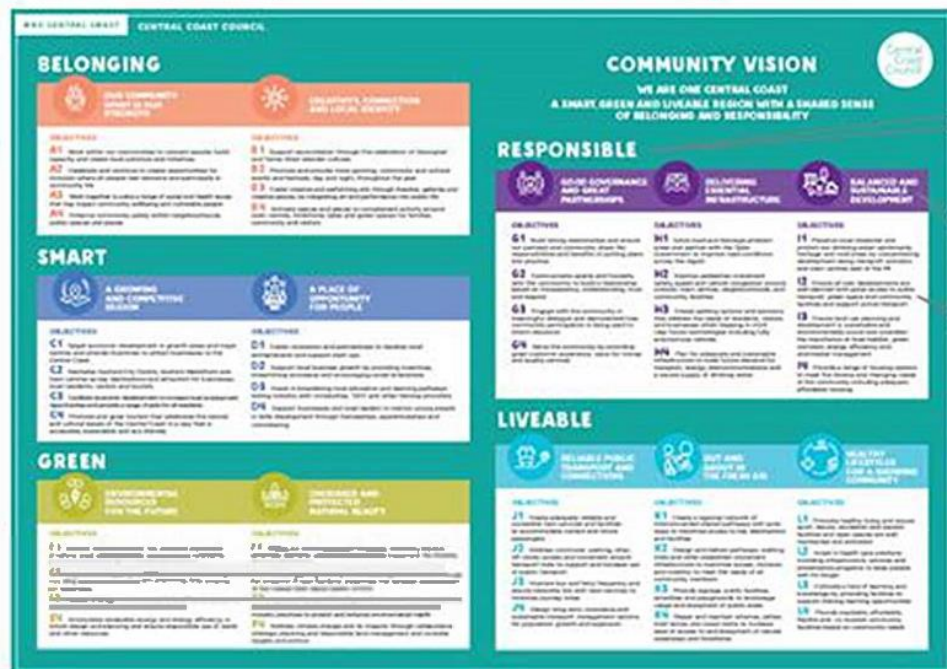
Good governance and great partnerships

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

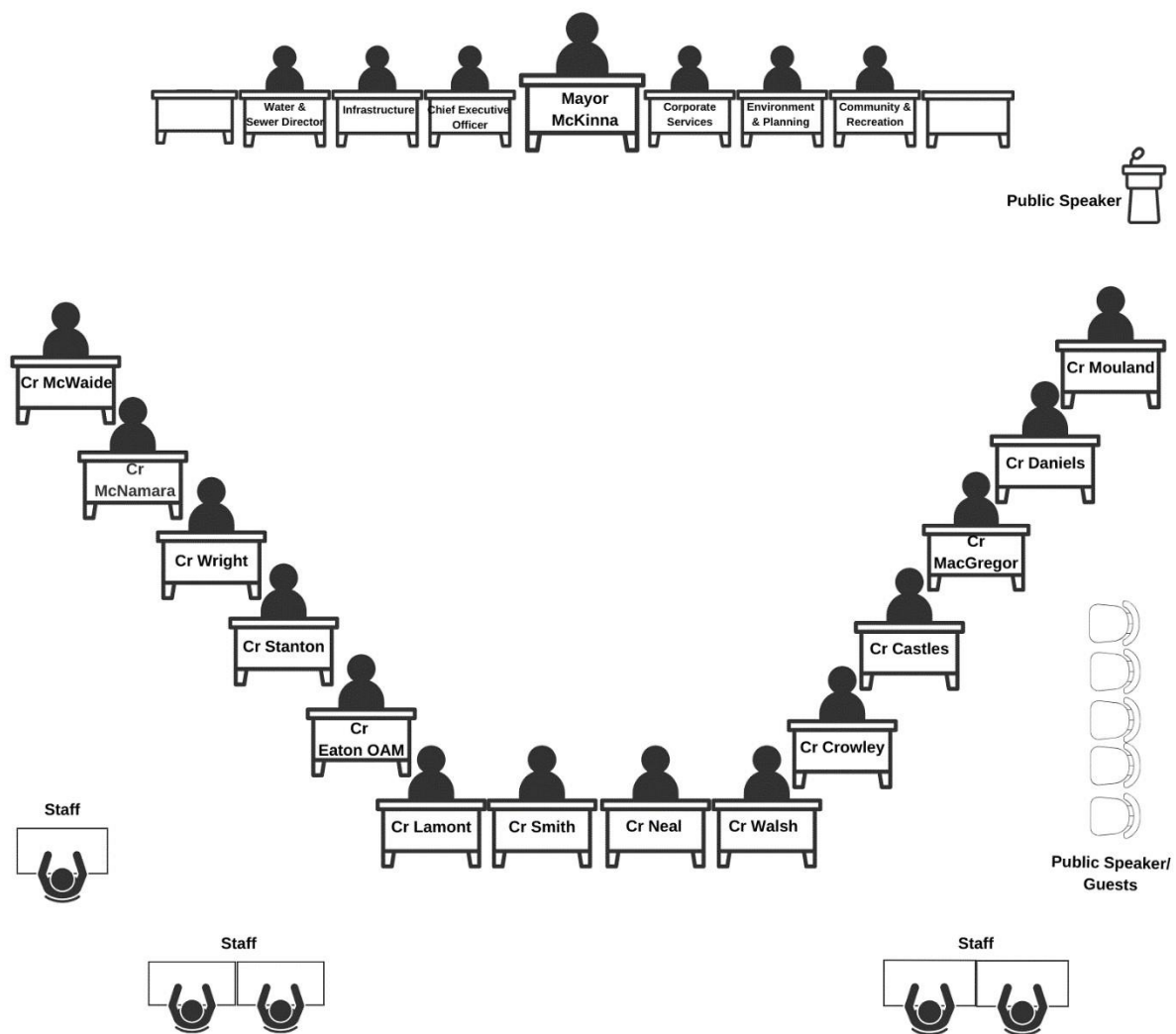
All council reports contained within the Business Paper are now aligned to the Community Strategic Plan. Each report will contain a cross reference to a Theme, Focus Area and Objective within the framework of the Plan.



Theme

Focus Area

Objective



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 27 May 2025 at 6.30pm,
for the transaction of the business listed below:**

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

Further information and details on registration process:

www.centralcoast.nsw.gov.au/council/meetings-and-minutes/council-meetings

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David Farmer
Chief Executive Officer



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

27 May 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

27 May 2025 Ordinary Council Meeting

Reference: F2024/00015 - D16518861

Recommendation




That Council:

- 1 Confirms the minutes of the Ordinary Meeting of Council held on 29 April 2025 as read and a true record of the Meeting.***
- 2 Confirms the minutes of the Extraordinary Meeting of Council held on 6 May 2025 as read and a true record of the Meeting.***
- 3 Confirms the minutes of the Extraordinary Meeting of Council held on 13 May 2025 as read and a true record of the Meeting.***

Summary

Confirmation of minutes of the Ordinary Meeting of Council held on 29 April 2025, Extraordinary Meeting of Council held on 6 May 2025, and Extraordinary Meeting of Council held on 13 May 2025.

Attachments

- | | | |
|--|---|-----------|
| 1  | MINUTES - Ordinary Council Meeting - 29 April 2025 | D16803480 |
| 2  | MINUTES - Extraordinary Council Meeting - 6 May 2025 | D16818272 |
| 3  | MINUTES - Extraordinary Council Meeting - 13 May 2025 | D16829416 |



Central Coast Council

Ordinary Council Meeting

Held in the Council Chamber

2 Hely Street, Wyong

29 April 2025

MINUTES

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
Shannon Turkington	Acting Director Environment and Planning
Marissa Racomelara	Director Corporate Services
Phil Cantillon	Acting Director Community and Recreation Services

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

Notes

Mayor Lawrie McKinna declared the meeting open at 6:30pm and requested a motion to adjourn the Ordinary Meeting.

THAT COUNCIL ADJOURN THE MEETING AT 6:30PM TO HEAR FROM THE REMAINING PUBLIC FORUM SPEAKERS, WAS *MOVED* by Deputy Mayor EATON OAM, Councillor WRIGHT and *SECONDED* by Councillor MACGREGOR:

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

AGAINST: NIL

The Public Forum closed at 6:46pm. The Mayor noted that the Ordinary Meeting will recommence at 6:51pm.

THAT THE MEETING RESUME AT 6:53PM, WAS *MOVED* by Councillor MOULAND and *SECONDED* by Councillor MACGREGOR:

Mayor Lawrie McKinna declared the meeting re-opened at 6:53pm 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

6:54 pm

No disclosures of interest were declared.

1.2 Confirmation of Minutes of Previous Meeting

6:55 pm

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

644/25

That Council confirms the minutes of the Ordinary Meeting of Council at Attachment1, as a true record of the Meeting held on 25 March 2025.

CARRIED

FOR: UNANIMOUS

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

1.3 Items Resolved by Exception

6:56 pm

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

645/25

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

- ***2.4 - Infrastructure And Assets Committee - Minutes April 2025***
- ***2.9 - Central Coast Region Report - For Endorsement***
- ***2.12 - Fire Safety Inspection Report - 6 Pine Tree Lane, Terrigal***
- ***2.13 - Community Support Grant Program February 2025***

CARRIED

FOR: UNANIMOUS

THAT THE ORDER OF BUSINESS BE CHANGED SO ITEM 4.1 BE BROUGHT FORWARD AND DEALT WITH IMMEDIATELY, WAS *MOVED* by Councillor MACGREGOR and *SECONDED* by Councillor CASTLES:

CARRIED

FOR: UNANIMOUS

REPORTS

2.1 Monthly Finance Report March 2025

7:37 pm

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

646/25

That Council receives the Monthly Financial Report – March 2025.

CARRIED

FOR: UNANIMOUS

2.2 Monthly Investment Report March 2025

7:44 pm

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

647/25

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.**

CARRIED

FOR: UNANIMOUS

2.3 Economic Development Committee - Minutes April 2025

7:46 pm

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

648/25

That Council:

- 1 Receives and notes the minutes of the Economic Development Committee meeting held in April 2025.**
- 2 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) a current status Briefing Paper to be presented to the July 25 Buttonderry workshop.**
- 3 Requests that the current status briefing paper be developed by the Chief Executive Officer based on existing known information including financial results of revenues and costs, current consent conditions, current licencing/leasing arrangements, current plans for site including FOGO, topographical and contour mapping, environmental mapping and constraints, geotechnical and ground conditions, easements, mining constraints and existing buildings, plant and equipment and staffing arrangements. The report should include Risk factors as well to discuss at the workshop.**

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

- 4 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.**

COUNCILLOR STANTON RETURNED TO THE MEETING AT 7:50PM DURING CONSIDERATION OF THIS ITEM

CARRIED

FOR: UNANIMOUS

2.4 Infrastructure and Assets Committee - Minutes April 2025

RESOLVED by EXCEPTION on the MOTION of Deputy Mayor EATON OAM and SECONDED by Councillor MCNAMARA:

649/25

- 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.**

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

7:55 pm

A MOTION was MOVED by Councillor EATON OAM and SECONDED by Councillor MCWAIDE:

650/25

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 (with the amendments noted in resolution sections 2,4,5,6, and 7):**
 - 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**

- 6 -

- 8 That the 'yourvoiceourcoast' website provides the current detail of how the \$35,000 is spent as it relates to trees and asks the community how they would like the allocated funding spent in future.**
- 9 That the Operational Plan 2025/26 includes a pilot program for urban greening in the peninsula area.**
- 10 That a plain English version of the Operational Plan 2025/26 be prepared and provided during public exhibition.**

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

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

AGAINST: CRS SMITH AND LAMONT

2.6 Committees and Sub-Committees of Council - Matters Arising

8:40 pm

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

651/25

That Council:

- 1 Amends the Terms of Reference for the current Committees of Council to remove general business and also to allow for agenda items to be submitted by the chair of the committee or 2 members of the committee by notice in writing to Council no later than 10 calendar days prior to the meeting.**
- 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 Provides a further report on the functions of the POET committee and the appointment of the trustees.**
- 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) Appoints Councillor Stanton to Chair the subcommittee.**
 - 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 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.**
- 10 That the Aboriginal Advisory Committee be consulted regarding the proposed change to the Committee's reporting requirements, from a report directly to Council, to a report through the Community and Culture Committee. This consultation to involve, at a minimum, the Chair of the Community and Culture Committee plus the Director of Community and Recreation Services.**

AN AMENDMENT was MOVED by Councillor SMITH and SECONDED by Councillor LAMONT:

That Council:

- 1 Confirms that the following committees/panels report directly to Council**
 - a) Current Library Review Panel.**
 - b) Aboriginal Advisory Committee.**

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

- 2 *Confirms that the Protection of the Environment Trust (POET) deed requires the establishment of a Management Committee (under clause 22) comprising responsible persons as defined in the Trust deed.*
 - a) *That Council re-establishes the previous POET Committee as an interim committee to consider the structure of the Trust funds and Public funds.*
 - b) *That the POET Interim Committee meet as soon as possible to consider matters related to the POET.*
 - c) *That the POET committee report to Council no later than the December 2025 Ordinary Meeting of Council.*
- 3 *Supports the merger of the Catchment to Coast Advisory Committee and the Dredging and Water Management Advisory Panel into a single sub-committee titled the Coastal, Estuary and Floodplain Risk Management Committee.*
- 4 *Confirms that the Coastal, Estuary and Floodplain Risk Management Committee and the Mangrove Mountain Advisory Committee are to operate as a standalone advisory committee reporting directly to Council, and not through the Environment and Planning Committee.*
- 5 *Resolves that the Terms of Reference (ToR) for the Coastal, Estuary and Floodplain Risk Management Committee be drafted in consultation with the appointed Councillor members and brought directly to Council for consideration and adoption.*
- 6 *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.*
- 7 *Notes that the intent of the original Council resolution establishing the Catchment to Coast Advisory Committee and the Mangrove Mountain Advisory Committee was for a direct reporting line to Council, and that routing through another non-decision-making committee would be unnecessarily duplicative and inefficient.*
- 8 *Finalises the establishment of the Mangrove Mountain Advisory Sub-Committee by:*
 - a) *Adopting the draft Terms of Reference attached with the following amendments:*
 - *2.1 – amend "The Committee may provide advice, input and feedback on matters relating to the purpose including, but not limited to:"*
 - *Amend 3.1. to read: "The committee is established as an Advisory Committee reporting to Council"*
 - *Replace references to "sub-committee" with "advisory committee"*
 - *Amend 3.2 re. membership of the Advisory Committee to reflect the adopted resolution of Council*

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

- Amend 7.1 re. quorum to state that "a quorum shall be the majority of Committee members with at least one Councillor committee member in attendance"
- b) Noting that Clr Smith was appointed as Chair of the Advisory Committee (resolution 619/25), appoints the following Councillors as members of the Advisory Committee:
 - Clr Lamont
 - Clr MacGregor
 - Clr Neal
 - Clr McKinna (ex-officio)
- 9 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.
- 10 Includes an additional amount of \$497,000 in the draft 2025-26 budget for the costs associated with managing committees and other councillor support functions.
- 11 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.
- 12 That the Aboriginal Advisory Committee be consulted regarding the proposed change to the Committee's reporting requirements, from a report directly to Council, to a report through the Community and Culture Committee. This consultation to involve, at a minimum, the Chair of the Community and Culture Committee plus the Director of Community and Recreation Services.

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

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

The amendment was LOST and debate resumed on the original motion.

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

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

AGAINST: CR SMITH

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

A MATTER ARISING MOTION was *MOVED* by Deputy Mayor EATON OAM and *SECONDED* by Councillor MCNAMARA:

652/25

That the following Councillors be appointed to the Coastal, Estuary and Floodplain Risk Management Sub-Committee:

- ***Cr Stanton (Chair)***
- ***Cr Wright***
- ***Cr Smith***
- ***DM Eaton OAM***
- ***Cr Lamont***
- ***Cr McNamara***
- ***Cr Castles***
- ***Cr Walsh***
- ***Cr Neal***

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

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

AGAINST: CR LAMONT

THAT COUNCIL ADJOURN THE MEETING AT 9:12PM FOR A PERIOD OF 10 MINUTES was *MOVED* by Councillor SMITH:

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

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

AGAINST: CRS DANIELS, NEAL, SMITH, LAMONT AND STANTON

COUNCILLOR LAMONT LEFT THE MEETING AT 9:16 PM AND DID NOT RETURN

THAT THE MEETING RESUME AT 9:32PM, was *MOVED* by Deputy Mayor EATON OAM:

FOR: UNANIMOUS
CARRIED

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

A MATTER ARISING MOTION was *MOVED* by Deputy Mayor EATON OAM and *SECONDED* by Councillor MCWAIDE:

653/25

That the following Councillors be appointed to the Mangrove Mountain Advisory Committee:

- ***Cr Smith (Chair)***
- ***Cr Neal***
- ***Cr MacGregor***

CARRIED

FOR: UNANIMOUS

2.7 Phegans Bay Waterfront Draft Masterplan - For Public Exhibition

9:25 pm

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

654/25

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.***
- 3 Prepares a report to Council at the 22 July 2025 Ordinary Meeting regarding the realignment of Monastir Rd, Phegans Bay and possible solutions.***

CARRIED

FOR: UNANIMOUS

2.8 Protection of the Environment Trust - request for distribution of funds from MacMasters Beach Bushcare Group

9:28 pm

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

655/25

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.

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

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

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

AGAINST: CR MACGREGOR

2.9 Central Coast Region Report - For Endorsement

RESOLVED by EXCEPTION on the MOTION of Deputy Mayor EATON OAM and SECONDED by Councillor MCNAMARA:

656/25

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.**

2.10 Mayoral and CEO Delegations - Receipt of Concurrence from OLG

9:36 pm

A MOTION was MOVED by Councillor SMITH and SECONDED by Councillor MACGREGOR:

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.*
- 4 *That:*
 - a) *the Mayor provide a report to each Ordinary Meeting of Council on:*
 - i. *meetings and activities of the Mayor's office (similar to the Diary Disclosures of Ministers – tabulating Date, Organisation/ Individual, Purpose of the Meeting).*
 - ii. *Events / activities attended by the Mayor.*
 - iii. *Details of when Councillors have represented the Mayor.*
 - b) *That the report to be tabled in May 2025 cover the period from 8 October 2024 to*

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

end of April 2025.

c) *Thereafter, the Mayor's report to Council covers the previous calendar month.*

5 *That:*

a) *the CEO provide a report to each Ordinary Meeting of Council on meetings and activities (that are not wholly internal staff) tabulating Date, Organisation/Individual, Purpose of Meeting.*

b) *That the report to be tabled in May 2025 cover the period since the declaration of the current Council to end of April 2025.*

c) *Thereafter the CEO's report to Council covers the previous calendar month.*

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

657/25

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.***

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

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

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

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

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

AGAINST: CR SMITH

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

2.11 Minutes of Advisory Group and Committee meetings held in 3rd Qtr - 2024-25

9:45 pm

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

658/25

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

a) Aboriginal Advisory Committee – held 11 March 2025

2 That the minutes of the Audit, Risk and Improvement Committee – held 6 March 2025 be deferred to the next Ordinary Meeting.

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

AGAINST: NIL

AN AMENDMENT was *MOVED* by Councillor SMITH and *SECONDED* by Councillor MACGREGOR:

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.

c) That the Council website be updated with minutes and attachments from ARIC since Dec 2023 that are not deemed confidential.

d) Request that the CEO circulate any guidelines from OLG regarding confidentiality.

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

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

The Amendment was put to the vote and declared LOST and debate resumed on the original motion

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

FOR: UNANIMOUS

2.12 Fire Safety Inspection Report - 6 Pine Tree Lane, Terrigal

RESOLVED by EXCEPTION on the MOTION of Deputy Mayor EATON OAM and SECONDED by Councillor MCNAMARA:

659/25

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.**

2.13 Community Support Grant Program February 2025

RESOLVED by EXCEPTION on the MOTION of Deputy Mayor EATON OAM and SECONDED by Councillor MCNAMARA:

660/25

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

2.14 Active Council Resolutions - Status Update

9:51 pm

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

661/25

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

CARRIED

FOR: UNANIMOUS

RESCISSION MOTIONS

3.1 Rescission Motion - Strategic Property Acquisition - Coastal Open Space - 2 Toomeys Road, Mount Elliot - Lot 232 DP 755227

9:52 pm

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

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*

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

The Motion was put to the vote and declared LOST

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

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

AN 30 MINUTE EXTENSION OF TIME was *MOVED* by Councillor MCKINNA:

CARRIED

FOR: UNANIMOUS

NOTICES OF MOTION

4.1 Notice of Motion - Adoption of Offshore Sand Nourishment Policy

7:00 pm

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

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.*

COUNCILLOR STANTON LEFT THE MEETING AT 7:16PM AND AS A RESULT TOOK NO PART IN VOTING ON THIS ITEM.

AN AMENDMENT was *MOVED* by Councillor WRIGHT AND *SECONDED* BY COUNCILLOR MCWAIDE:

662/25

That Council:

- 1 ***Acknowledges that on 7 April 2025, the Mayor wrote to the NSW Government seeking clarification on their revised approach to managing coastal erosion at Wamberal Beach and has received a response.***

- 2 Continues to lobby the NSW and Federal Governments for access to offshore sand nourishment opportunities specifically for Central Coast beaches. Council will also advocate for funding and their inclusion in offshore sand nourishment programs.**
- 3 Reviews the draft Coastal Management Plan (CMP), as soon as possible, noting the CMP is the strategic document that underpins our approach to managing our coastlines. This is to first occur via the Environment and Planning Committee and following this, Council will place the document on public exhibition for community feedback and further examination.**
- 4 Notes that the Chief Executive Officer response to this motion identifies that the draft CMP will include information relating to offshore sand nourishment.**
- 5 Requests the Chief Executive Officer contact, and gauge interest, of NSW coastal councils to participate in a task force to explore approvals that would be required for beach nourishment, approvals that may be required, infrastructure that may be required, and potential sharing of costs, with a further report to come back to council (E&PC) in 3 months.**
- 6 Provides a brief summary at the next Catchment to Coast Committee meeting and request a full report in 3 months.**

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

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

The Amendment was put to the vote, declared **CARRIED** on the casting vote of the Mayor, and became the Motion.

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

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

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

4.2 Notice of Motion - Council response to community concerns over safety concerns at MacDonalds Road Lisarow

10:01 pm

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

663/25

- 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.**
- 7 That this matter be referred to the Local Traffic Committee.**

CARRIED

FOR: UNANIMOUS

4.3 Notice of Motion - Better utilising and monitoring Gosford City Car Park

10:06 pm

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

664/25

That Council:

- 1 Continues to undertake a comprehensive review of the technologies employed at Gosford City Car Park to manage vehicle access and improve operational efficiencies. This is to include the investigation of different ticketing options and operating hours, including Saturday afternoons and Sundays.**
 - a) Holds a public briefing session with interested stakeholders such as local businesses and members of the Gosford Strip Precinct committee.**
 - b) Reviews parking opportunities in the at-grade car park located on the ground level of Baker Street. This is to be tabled for discussion at the next meeting of the Governance and Finance Committee.**
 - c) Reviews perceived safety concerns and the possibility of increased security/lighting etc in line with the recent Safer Cities : Her Way project.**

- 2 Simultaneously conducts further investigations into parking enforceability measures for the Gosford Town Centre.**
 - a) Evaluates the effectiveness of the current parking enforcement measures.**
 - b) Recommends potential improvements or additional enforcement strategies to address these concerns, including the possibility of increasing monitoring.**
 - c) Investigates the feasibility, costs, and benefits of implementing electronically monitored parking systems, similar to those used in other councils such as Port Macquarie and Leura.**
 - d) Provides information from this and previous investigation works back to councillors by December 2025.**
- 3 Provides a Councillor briefing on previous Gosford CBD parking strategies.**

CARRIED

FOR: UNANIMOUS

4.4 Notice of Motion - Deferred Lands

10:12 pm

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

That Council be provided by the Chief Executive Officer 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.

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

665/25

- 1 That an information report be presented to the Environment & Planning Committee on the deferred land planning proposal.**
- 2 That Council write to the Minister for Planning requesting expedition of the gazettal of this Planning Proposal.**

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

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

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

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

FOR: UNANIMOUS

The Meeting closed at 10:19pm.



Central Coast Council

Extraordinary Council Meeting

Held in the Council Chamber
2 Hely Street, Wyong

06 May 2025

MINUTES

Present

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

In Attendance

David Farmer	Chief Executive Officer
Boris Bolgoff	Director Infrastructure Services
Shannon Turkington	Acting Director Environment and Planning
Marissa Racomelara	Director Corporate Services
Shann Mitchell	Unit Manager Environmental Compliance Services
Luke Sulkowski	Unit Manager Environmental Management
Louise Rampling	Unit Manager Governance Risk and Legal
Martin Ball	Solicitor Governance Risk and Legal

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

Notes

Acting Mayor, Doug Eaton OAM, declared the meeting open at 4:01pm and advised in accordance with the Code of Meeting Practice that the meeting was being recorded.

The Acting Mayor read an Acknowledgment of Country.

PROCEDURAL ITEMS

1.1 Attendance by Councillors at Meetings by Audio-Visual Link

4:01 PM

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

666/25

That Council:

- 1 Approves the request by Mayor Lawrie McKinna to attend the Extraordinary Council Meeting on 6 May 2025 at 4:00pm by audio-visual link, as he is unable to attend in person due to his current location.***
- 2 Approves the request by Councillor Belinda Neal to attend the Extraordinary Council Meeting on 6 May 2025 at 4:00pm by audio-visual link, as she is unable to attend in person due to her current location.***
- 3 Approves the request by Councillor Corinne Lamont to attend the Extraordinary Council Meeting on 6 May 2025 at 4:00pm by audio-visual link, as she is unable to attend in person due to her current location.***
- 4 Approves the request by Councillor Kyle MacGregor to attend the Extraordinary Council Meeting on 6 May 2025 at 4:00pm by audio-visual link, as he is unable to attend in person due to his current location.***

CARRIED

UNANIMOUS

1.2 Disclosure of Interest

4:03 PM

No disclosures of interest were declared.

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

REPORTS

2.1 Coastal Erosion at Wamberal and North Entrance

4:07 PM

A MOTION was *MOVED* by Councillor McWaide and *SECONDED* by Councillor Daniels:

That Council

- 1 *Calls on the Premier of NSW to declare a state of emergency due to severe coastal erosion at Wamberal and North Entrance posing significant, widespread and ongoing risk to lives and property.*
- 2 *Convenes a further extraordinary meeting on Tuesday 13 May 2025, in the event that the Premier does not declare a state of emergency by 3:00pm on Friday 9 May 2025. The aim of the Extraordinary Council Meeting is for staff to report on possible solutions and for Council to decide on actions.*
- 3 *Recognises that it is impractical in a coastal erosion emergency for affected owners to submit Development Applications for approval of even temporary emergency works due to statutory obligations and timeframes and calls on the State Government to develop rapid approval frameworks to cater for residents in such situations.*

A FORESHADOWED MOTION WAS *MOVED* by Councillor MACGREGOR:

That Council

- 1 *Convenes a further extraordinary meeting on Tuesday 13 May 2025, in the event that the Premier does not declare a state of emergency by 3:00pm on Friday 9 May 2025. The aim of the ECM is for staff to report on possible solutions and for Council to decide on actions.*
- 2 *Requests an urgent meeting with the Premier, relevant state Ministers and relevant Federal Government representatives, the Mayor, the Chief Executive Officer and interested Councillors no later than 2 weeks from this date to address this issue.*

AN AMENDMENT WAS PROPOSED by Councillor NEAL which was ruled as a foreshadowed motion by the Chair:

That Council

- 1 *Calls on the Premier of NSW to declare a state of emergency due to severe coastal erosion at Wamberal and North Entrance posing significant, widespread and ongoing risk to lives and property where the declaration is recommended by the Local Emergency Services Committee in accordance with long standing protocol and respect*

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

for the emergency staff that act on behalf of the Central Coast.

- 2 *Convenes a further extraordinary meeting on Tuesday 13 May 2025, in the event that the Premier does not declare a state of emergency by 3:00pm on Friday 9 May 2025. The aim of the Extraordinary Council Meeting is for staff to report on possible solutions and for Council to decide on actions.*
- 3 *Recognises that it is impractical in a coastal erosion emergency for affected owners to submit with the usual timings for Development Applications for approval of even temporary emergency works due to statutory obligations and timeframes and that Council prepare rapid approval frameworks to cater for residents in such situations.*

MOTION OF DISSENT WAS MOVED by Councillor NEAL:

Against the Chair's ruling that the proposed amendment was actually a foreshadowed motion.

The Motion was put to the vote and declared LOST

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

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

Cr Castles queried whether broadening the motion to include Central Coast Beaches as opposed to Wamberal and North Entrance was outside the scope of the Notice of Extraordinary Meeting.

The Chair ruled that to avoid any doubt, he would rule that the broadening of the matter to be considered to include "Central Coast Beaches" was a matter of great urgency.

A PROCEDURAL MOTION WAS MOVED by Deputy Mayor EATON OAM:

667/25

That Council considers the matter in relation to severe coastal erosion across Central Coast beaches to be of great urgency for the purposes of the meeting.

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

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

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

AN AMENDMENT WAS MOVED by Councillor LAMONT:

That Council provides a legal position/duties/ramification on acting, or not acting, on what impacted property owners are requesting from Council to the community.

The Chair ruled that the amendment lapsed due to want of a seconder.

Debate resumed on the MOTION.

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

668/25
That Council

- 1 ***Calls on the Premier of NSW to declare a state of emergency due to severe coastal erosion across Central Coast beaches posing significant, widespread and ongoing risk to lives and property.***
- 2 ***Convenes a further extraordinary meeting on Tuesday 13 May 2025, in the event that the Premier does not declare a state of emergency by 3:00pm on Friday 9 May 2025. The aim of the Extraordinary Council Meeting is for staff to report on possible solutions and for Council to decide on actions.***
- 3 ***Recognises that it is impractical in a coastal erosion emergency for affected owners to submit Development Applications for approval of even temporary emergency works due to statutory obligations and timeframes and calls on the State Government to develop rapid approval frameworks to cater for residents in such situations.***
- 4 ***Calls on the Minister for Emergency Services to issue a Natural Disaster Declaration in respect of the Tuggerah Lakes flooding of May 2025.***
- 5 ***Requests an urgent meeting with the Premier, relevant state Ministers, relevant Federal Government representatives, the Mayor, the Chief Executive Officer and interested Councillors no later than 2 weeks from this date to address this issue.***

The motion was varied with the agreement of the Mover and Seconder to include points 4 and 5 and to a point 1, substitute "Wamberal and North Entrance" with "Central Coast Beaches".

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

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

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

The Meeting closed at 4.57 pm.



Central Coast Council

Extraordinary Council Meeting

Held in the Council Chambers
2 Hely Street, Wyong

13 May 2025

MINUTES

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 Trent McWaide
Councillor John Moulard
Councillor Belinda Neal (remotely)
Councillor Jane Smith
Councillor Rachel Stanton
Councillor Sharon Walsh
Councillor Jared Wright

In Attendance

David Farmer	Chief Executive Officer
Boris Bolgoff	Director Infrastructure Services (remotely)
Shannon Turkington	Acting Director Environment and Planning
Shann Mitchell	Unit Manager Environmental Compliance Services
Luke Sulkowski	Unit Manager Environmental Management
Louise Rampling	Unit Manager Governance Risk and Legal
Martin Ball	Solicitor Governance Risk and Legal
Stephen Dignam	Unit Manager Roads Construction and Maintenance

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

Notes

Mayor McKinna, declared the meeting open at 4:00pm and advised in accordance with the Code of Meeting Practice that the meeting was being recorded.

The Mayor read an Acknowledgement of Country.

PROCEDURAL ITEMS

1.1 Disclosure of Interest

4:02 PM

No disclosures of interests were declared.

1.2 Apologies and Attendance by Councillors at Meetings by Audio-Visual Link

4:02 PM

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

669/25

That Council approves the request by Councillor Neal to attend the Extraordinary Council Meeting on 13 May 2025 at 4:00pm by audio-visual link in accordance with clause 6.24 of the Code of Meeting Practice as she is unable to attend in person due to her location.

CARRIED

FOR: UNANIMOUS

REPORTS

2.1 Council Response to Coastal Erosion at Central Coast Beaches specifically Wamberal and The Entrance North

4:03 PM

A MOTION was *MOVED* by Councillor McWaide and *SECONDED* by Councillor Daniels:

670/25

That Council:

- 1 Notes the correspondence received from the Premier of New South Wales, the Hon. Chris Minns MP, dated Friday 9 May 2025 and formally received by Council on Monday 12 May 2025, in relation to the ongoing coastal erosion issues on the Central Coast.***

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

- 2 *Acknowledges the need for urgent and coordinated action in response to escalating coastal erosion, which is placing properties and public safety at significant risk on multiple Central Coast beach locations.*
- 3 *Notes a meeting has been scheduled with the relevant Ministers this Thursday, to discuss immediate and long-term solutions to the coastal erosion crisis.*
- 4 *Defers the issuing of any orders under Section 124 of the Local Government Act 1993 (NSW) until after the aforementioned meeting with the Ministers, in order to pursue a unified response and clarify responsibilities and support from the NSW Government.*
- 5 *Directs the Chief Executive Officer to immediately commence engagement of suitably qualified professional experts, including a structural engineer and a coastal engineer, to undertake assessments of impacted properties at Central Coast beaches and identify any that may be subject to imminent structural failure or pose risks to human life either now or in the event of further coastal erosion and recommend temporary emergency protection work for such properties. Such assessments may have regard to any reports provided by property owners from experts engaged by the owners. This to be funded from the Chief Executive Officer's special projects budget to a maximum of \$50,000.*
- 6 *Requests that, for properties identified by the relevant experts, and subject to legal advice, the Chief Executive Officer consider giving appropriate orders under Section 124 of the Local Government Act 1993 (NSW) for emergency coastal protection works recommended by such experts to mitigate the risk to life, property and the environment from further erosion.*
- 7 *Council will not consider giving an order under Section 124 unless satisfied that:*
 - a) *The proposed works are in the nature of emergency coastal protection works.*
 - b) *The proposed works are in accordance with expert advice.*
 - c) *The proposed works are not likely to adversely impact other properties.*
 - d) *Where the proposed works extend to other land that is not the subject of an associated Section 124 notice, the owner of the other land has provided an irrevocable authority in writing to the owner of the property to be protected to carry out the proposed works on the other land.*
 - e) *The irrevocable authority extends to the removal of the works or part of the works carried out on the other land, if required by the council.*
 - f) *Any irrevocable authority given by the council, as owner of the land, is on terms reasonably acceptable to the council as owner, including as to indemnity and insurance.*
- 8 *Notes that any order under Section 124 may include a requirement that the owner of the property to be protected remove all or part of the emergency coastal protection work carried out pursuant to the order if required to do so by the Council, including any such work carried out on other land.*

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

- 9 Directs the Chief Executive Officer to undertake, when safe and practicable, the removal of debris from land owned by Council, to enhance public safety, restore beach access, and reduce environmental harm.**
- 10 Notes with concern the Bureau of Meteorology's forecast of a likely high wave height on Sunday 18 May 2025, in addition to king tide conditions forecast for 27 and 28 May 2025, with tides predicted to reach 2.11 metres.**
- 11 In accordance with Section 610F(3) of the Local Government Act 1993, that Council give public notice of the fee proposed for emergency coastal protection works on private land lawfully undertaken by Council by agreement between Council and the owner of the land, the fee being an amount determined by quote.**
- 12 Resolves, for the purposes of Section 11(3) of the Local Government Act 1993, that the legal advice, at Attachment 1 to this report, remain confidential because that attachment includes advice concerning potential litigation or advice that would otherwise be privileged from production in legal proceedings on the grounds of legal professional privilege.**

AN AMENDMENT was MOVED by Councillor NEAL and SECONDED by Councillor CASTLES:

That Council:

- 1 Notes the correspondence received from the Premier of New South Wales, the Hon. Chris Minns MP, dated Friday 9 May 2025 and formally received by Council on Monday 12 May 2025, in relation to the ongoing coastal erosion issues on the Central Coast.
- 2 Acknowledges the need for urgent and coordinated action in response to escalating coastal erosion, which is placing properties and public safety at significant risk on multiple Central Coast beach locations.
- 3 Notes a meeting has been scheduled with the relevant Ministers this Thursday, to discuss immediate and long-term solutions to the coastal erosion crisis.
- 4 Directs the Chief Executive Officer to undertake, when safe and practicable, the removal of debris from land owned by Council, to enhance public safety, restore beach access, and reduce environmental harm.

A 30 MINUTE EXTENSION OF TIME was MOVED by Councillor MACGREGOR and SECONDED by Councillor MCWAIDE:

CARRIED

FOR: UNANIMOUS

Debate resumed on the AMENDMENT.

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

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

The amendment was LOST and debate resumed on the MOTION.

A PROCEDURAL MOTION THAT THE MEETING BE ADJOURNED UNTIL 4:00PM THURSDAY, 15 MAY 2025 was *MOVED* by Councillor MACGREGOR and *SECONDED* by Councillor NEAL:

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

The procedural motion was LOST and debate resumed on the MOTION.

That the motion be put was *MOVED* by Deputy Mayor EATON OAM and *SECONDED* by Councillor MCWAIDE:

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

'That the motion be put' was **CARRIED** and voting resumed on the original motion.

The original motion was put to the vote and declared **CARRIED**

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

The Meeting closed at 5:12 pm.

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

27 May 2025 Ordinary Council Meeting

Reference: F2024/00015 - D16567316



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 Investment Report April 2025
Department: Corporate Services



27 May 2025 Ordinary Council Meeting

Reference: F2020/03205 - D16822066
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 April 2025**
- 2 Notes that the April 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 April 2025.

Executive Summary

This report provides details of Council's investment portfolio and performance as at 30 April 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*

- 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 \$845.13M as at 30 April 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 30 April 2025 Council's ESG investments comprised 1.86% 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	\$14,996
Term Deposits	\$320,000
Floating Rate Notes	\$429,640
Fixed Rate Bonds	\$37,630
Floating Bonds	\$5,000
Transactional accounts and cash in hand	\$37,861
Total	\$845,127

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

Table 2 - Council's Portfolio by Fund

Fund	General Fund	Drainage Fund	General Fund Consolidated with Drainage Fund	Domestic Waste Fund	Water and Sewer Fund
	(\$'000)	(\$'000)	(\$'000)	(\$'000)	(\$'000)
External Restricted Cash	232,774	40,525	273,299	114,180	240,495
Internal Restricted Cash	152,522	19	152,541		
Total Restricted Cash	385,296	40,544	425,840	114,180	240,495
Unrestricted Cash	99,372	(34,760)	64,612		
Total Cash	484,668	5,784	490,452	114,180	240,495

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 \$34.76M. 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 \$34.76M 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 Year to Date (Investments only)

	2024-25 YTD Actuals (\$'000)
Opening Balance	704,398
Net Movement	102,868
Closing balance	807,266

Net movement includes maturities and new investments.

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

Table 4 - Investment Maturities

Time Horizon	Percentage Holdings	Maturity on or before	Value \$'000
At Call	1.86%	Immediate	14,996
Investments			
0 - 3 months	15.91%	Jul-2025	128,500
4 - 6 months	11.23%	Oct-2025	90,630
7 - 12 months	20.57%	Apr-2026	166,050
1 - 2 years	28.49%	Apr-2027	230,000
2 - 3 years	8.18%	Apr-2028	66,000
3 - 4 years	6.95%	Apr-2029	56,090
4 - 5 years	6.81%	Apr-2030	55,000
Total Investments	98.14%		792,270
Total Portfolio	100.00%		807,266

Portfolio Performance

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

	Weighted running yield	RBA Cash Rate	BBSW benchmark
April 2025	4.95%	4.10%	4.06%

Table 6 – Performance Statistics

	1 Month	3 Month	12 Month	Since Inception
Portfolio Return ¹	0.34%	1.13%	5.34%	2.70%
Performance Index ²	0.35%	1.04%	4.46%	2.41%
Excess Performance	-0.01%	0.09%	0.88%	0.29%

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

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

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

Table 7 – Policy Compliance – Credit Rating

Credit Rating Group	% of portfolio	Policy Limit	
BBB	43.63%	60.0%	✓
A	43.32%	70.0%	✓
AA	13.05%	100.0%	✓
AAA	0.0%	100.0%	✓
	100%		

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

Table 8 – Policy Compliance – Terms

Term	% of portfolio *	Policy Limit	
Cash At Call	1.86%		
Less than 1 year	47.71%	100%	✓
Between 1 and 3 years	36.67%	70%	✓
Between 3 and 5 years	13.76%	40%	✓
Over 5 years	0.0%	5%	✓
	100%		

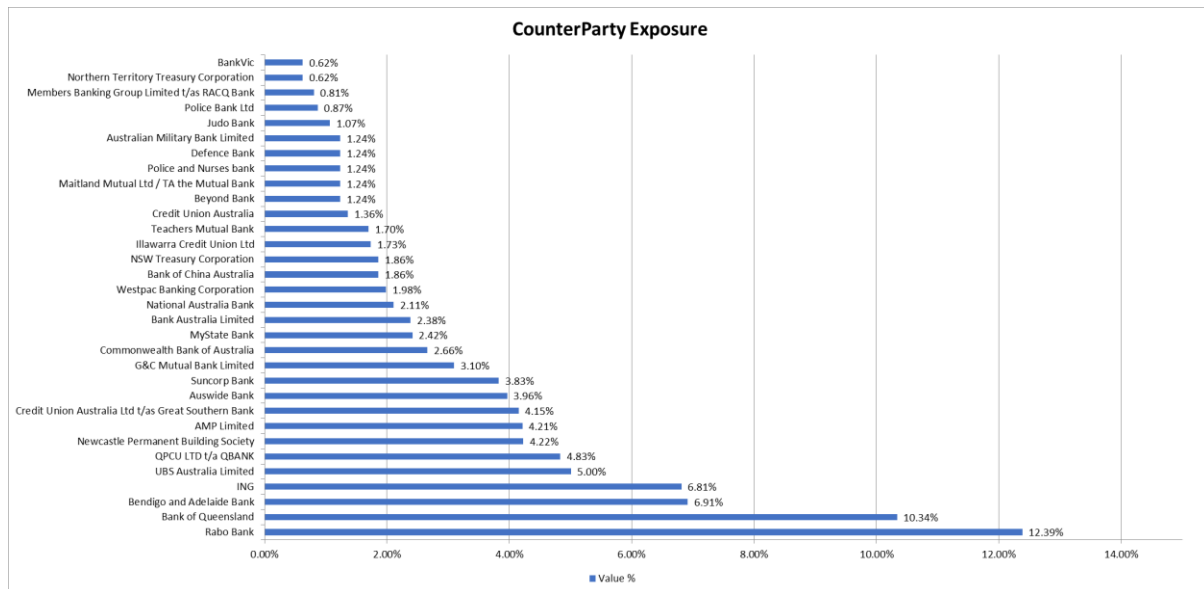
**Based on face value*

✓ compliant

× non-compliant

Graph 1 – Counter Party Exposure

Exposure to counterparties will be restricted by their rating as per Council's Policy, so that single entity exposure is limited. Graph 1 shows Council's counter party exposure as at 30 April 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 30 April 2025.

Critical Dates or Timeframes

Nil.

Attachments

1	Summary of Investment as at 30 April 2025	Provided Under Separate Cover	D16821041
2	Summary of Restrictions as at 30 April 2025	Provided Under Separate Cover	D16821037
3	Portfolio Valuation Report as at 30 April 2025	Provided Under Separate Cover	D16821044

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



27 May 2025 Ordinary Council Meeting

Reference: F2020/03205 - D16823443
Author: Sebastian Yule, Section Manager, Financial Planning and Business Support
Kalana Tennakoon, Team Leader Financial Planning and Business Partnering
Manager: Emma Galea, Chief Financial Officer
Executive: Marissa Racomelara, Director Corporate Services

Recommendation

That Council receives the Monthly Financial Report – April 2025

Report purpose

To present to Council the monthly financial report for April 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 30 April 2025, Council has an operating surplus of \$38.7M, compared to a YTD budgeted operating surplus of \$12.6M.

The budgeted net operating position will fluctuate throughout the financial year, reflecting income and expenditure timing. This YTD variance of \$26.1M represents 3.3% 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 currently budgeted. Most of the variances contributing to the overall favourable position have been addressed as part of the Q3 (March 2025) Operational Plan and Budget review process.

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.

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 30 April 2025, Council has a consolidated net operating surplus of \$38.7M, before capital income, which is favourable to YTD budget by \$26.1M. The overall variance is predominantly driven by a YTD favourable variance in operating expenses, being a favourable YTD variance of \$19.6M (2.5% of full year budget) of operating expenses and a YTD favourable variance in operating income against budget of \$6.6M (0.8% 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 \$142.5M which is favourable to YTD budget by \$46.6M.

Variances are summarised below.

Income and expenditure variances have been reviewed as part of the Q3 March 2025 Quarterly Budget Review process. The review was focused on ensuring available budgets are optimised over the last quarter of the financial year and aligned with the organisational priorities. The majority of YTD Budget variances reported as at 30 April have been addressed as part of the review. It is further noted that some further income and expenditure will be accounted for as part of end of financial processes, with the relevant amounts being budgeted for based on estimated amounts.

The Finance and Governance Committee at their meeting on 13 May 2025 considered the preliminary Q3 March 2025 Operational Plan and Budget Review report. The final report is included in this business paper as a separate item.

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

<div> <div>Consolidated</div> <div>Operating Statement</div> <div>April 2025</div> <div>Central Coast Council</div> </div>							
	2023-24 Actuals	Original Budget	FULL YEAR Budget	YTD Budget	YTD Actuals	YTD Variance (excluding commitments)	YTD Variance (excluding commitments)
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	%
Operating Income							
Rates and Annual Charges	421,528	460,606	461,731	387,378	386,772	(605)	0%
User Charges and Fees	169,410	170,284	176,864	138,773	140,388	1,615	1%
Other Revenue	24,155	15,532	17,710	10,388	14,156	3,768	36%
Interest	38,249	26,022	28,926	22,518	27,240	4,722	21%
Grants and Contributions	52,810	44,668	51,947	22,396	24,108	1,712	8%
Gain on Disposal	3,084	-	590	590	1,069	479	81%
Other Income	10,306	10,462	10,719	9,805	9,591	(213)	2%
Internal Revenue	57,120	56,950	66,743	55,343	50,457	(4,886)	9%
Total Income attributable to Operations	776,662	784,524	815,229	647,191	653,782	6,592	1%
Operating Expenses							
Employee Costs	194,560	217,710	218,821	177,315	177,182	133	0%
Borrowing Costs	12,466	12,010	12,664	6,646	6,447	200	3%
Materials and Services	229,244	245,138	244,324	193,862	179,491	14,371	7%
Depreciation and Amortisation	197,293	202,942	210,225	174,740	174,489	251	0%
Other Expenses	43,096	47,217	51,026	33,677	33,532	145	0%
Loss on Disposal	11,911	-	1,446	1,430	1,968	(538)	38%
Internal Expenses	49,488	48,807	57,663	46,973	41,984	4,990	11%
Overheads	(0)	-	-	(0)	0	(0)	100%
Total Expenses attributable to Operations	738,060	773,823	796,168	634,644	615,092	19,552	3%
Operating Result after Overheads and before Capital Amounts	38,602	10,701	19,061	12,547	38,690	26,144	
Capital Grants	63,325	85,684	72,042	31,828	45,913	14,085	44%
Capital Contributions	43,842	23,908	55,733	51,540	57,857	6,317	12%
Grants and Contributions Capital Received	107,167	109,592	127,774	83,369	103,770	20,401	24%
Net Operating Result	145,769	120,293	146,835	95,915	142,460	46,545	49%

Variance analysis on the consolidated operating result is as follows:

Operating Revenue

Rates and Annual Charges

\$0.6M Unfavourable to YTD budget.

- This variance predominantly relates to the last supplementary rates run for the year not being undertaken as yet, and timing difference in the billing of drainage charges.

User Fees and Charges

\$1.6M Favourable to YTD budget. Main variances include:

- \$1.2M favourable variance in Tipping Fees due to increased tonnages presented to the waste facilities by customers. A \$1.2M favourable budget adjustment has been proposed as part of Q3 budget review.

- \$0.2M favourable Water and Sewer charges due to usage being higher than anticipated as at the end of the reporting period.
- \$0.3M favourable variance in Holiday Park fees aligned with higher than forecast activity. A \$0.2M favourable budget adjustment has been proposed as part of Q3 budget review.

Other Revenue

\$3.8M Favourable to YTD budget. Main variances include:

- \$1.3M favourable variance in biodiversity credits sales exceeding the budgeted amount. This income is restricted to the Conservation Fund. A \$1.3M favourable budget adjustment has been proposed as part of Q3 budget review.
- \$0.5M favourable timing variance in parking and other fines due to actual year to date fines revenue exceeding YTD budget, however, this may vary in the next two months based on fines raised and remitted from Revenue NSW.
- \$0.3M favourable timing variance in income from Central Coast Stadium. It is anticipated that this is a timing difference only, with FY actuals expected to be in line with the budgeted amount.
- \$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.
- \$0.5M favorable variance due to higher than budgeted insurance recoveries. This item is budgeted conservatively due to uncertainty of recovery outcomes and timing.
- \$0.2M favourable variance due to higher than budgeted royalty payments for landfill gas. A \$0.1M favourable budget adjustment has been proposed as part of Q3 budget review.
- Balance is made up of variances across various operations.

Interest

\$4.7M Favourable to YTD budget. Main variances include:

- 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. A \$15.4M favourable budget adjustment has been proposed as part of Q3 budget review, to reflect the total amount of interest that is attributable to the FY 2024-25.

Operating Grants and Contributions

\$1.7M Favourable to YTD budget.

- \$2.1M favourable variance due to the receipt of Disaster Recovery Funding relating to the March and July 2022 flood events. Expenditure was incurred in previous financial years. A \$2.5M favourable budget adjustment has been proposed as part of Q3 budget review.
- \$0.2M unfavourable variance due to the deferral of the Tuggerah Lakes Coastal Management Program grant based on timing of actual expenditure. A \$0.2M unfavourable budget adjustment has been proposed as part of Q3 budget review.

Gain on Disposal

\$0.5M Favourable to YTD budget.

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

Other Income

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

- \$0.6M unfavourable timing variance in commercial lease income. This is a timing difference only with the total income anticipated to be in line with the full year budget.
- \$0.4M favourable variance in income from facilities hire due to higher than forecast activity. A \$0.3M favourable budget adjustment has been proposed as part of Q3 budget review.

Internal revenue

\$4.9M Unfavourable to YTD budget.

- \$2.0M unfavourable timing variance due to Water & Sewer tipping related to grit removal at Woy Woy Sewer Treatment Plant due to wet weather, this is anticipated to be completed this financial year.
- \$2.3M unfavourable variance from decreased internal tipping predominantly from Water and Sewer. A \$1.1M unfavourable budget adjustment has been proposed as part of Q3 budget review.
- \$0.6M unfavourable variance from decreased internal plant hire activity due to unforeseen unavailability of large plant items. A \$1.1M unfavourable budget adjustment has been proposed as part of Q3 budget review.

Operating Expenses*Employee Costs*

\$0.1M Favourable to YTD budget.

- No major variances noted.

Borrowing Costs

\$0.2M Favourable to YTD budget.

- This variance predominantly relates to budget phasing.

Materials and Services

\$14.4M Favourable to YTD budget. Variances are mainly timing in nature. Main variances include:

- \$3.2M favourable timing variance relating to election expense payment. Council has been advised that the invoice will be sent to Council in April, however, has subsequently been advised it will be sent in May.
- \$2.3M favourable timing variance in Water & Sewer due to timing of program delivery.
- \$1.7M favourable timing variance in Information Technology due to timing of licences and other contract payments.
- \$0.4M favourable timing variance in Roads Maintenance due to timing of contract payments.
- \$0.5M favourable variance in Waste Management due to a combination of contract payment timing and reduced contract costs, including lower household recycling and green waste processing volumes.
- \$0.4M favourable timing variance in Commercial Property and Business Enterprise due to timing of payments.
- \$0.4M favourable variance in Environmental Management due to the deferral of Tuggerah Lakes Coastal Management Program and other projects. A \$0.3M favourable budget adjustment has been proposed as part of Q3 budget review.
- \$1.8M favourable in Community and Culture mostly attributable to timing differences for event projects, Gallery 25 Year Celebration, Theatre productions, Gallery Public Art program and Community Development program delivery. A \$0.7M favourable budget adjustment has been proposed as part of Q3 budget review.
- \$0.7M unfavourable variance due to higher than anticipated litigated matters. A \$0.7M unfavourable budget adjustment has been proposed as part of Q3 budget review.
- Balance is made up of minor variances across various operations.

Depreciation

\$0.3M Favourable to YTD budget.

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

Other Expenses

\$0.1M Favourable to YTD budget.

- \$1.1M favourable variance in EPA levy corresponding with decreased internal tipping revenue. A \$2.5M favourable budget adjustment has been proposed as part of Q3 budget review.
- \$0.9M unfavourable variance in unrealised loss on Investments. A \$0.6M unfavourable budget adjustment has been proposed as part of Q3 budget review.

Loss on Disposal

\$0.5M Unfavourable to YTD budget.

- Variance due to asset values having residual values at time of disposal due to renewal and replacement on infrastructure being required earlier than planned due to various factors including natural disasters damage and other factors reducing the anticipated useful life of the assets.

Internal expenses

\$5.0M Favourable to YTD budget.

- \$2.0M favourable timing variance in Water & Sewer internal tipping cost related to grit removal at Woy Woy Sewer Treatment Plant due to wet weather, this is anticipated to be completed this financial year.
- \$2.3M favourable variance from decreased internal tipping predominantly in Water and Sewer. A \$1.1M favourable budget adjustment has been proposed as part of Q3 budget review.
- \$0.3M unfavourable timing only variance. A \$0.7M favourable budget adjustment has been proposed as part of Q3 budget review as the FY expenditure is anticipated to be less than budget due to unforeseen unavailability of large plant items.

Capital Income*Capital Grants*

\$14.1M Favourable to YTD budget. Timing differences associated with the recognition of income with capital delivery and payment milestones. A \$2.6M favorable budget adjustment has been proposed as part of Q3 budget review.

Capital Contributions

\$6.3M Favourable to YTD budget.

- \$7.1M favourable variance due to recognition of donated assets. Developer contributions as donated assets has seen an improvement in process and timeliness of recognition. A \$6.8M favourable budget adjustment has been proposed as part of Q3 budget review.
- A \$0.9M unfavorable timing variance in Developer Contributions associated with timing of development activity. A \$0.6M unfavourable budget adjustment has been proposed as part of Q3 budget review.

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 - April 2025


Total General (+Drainage & Waste) Fund Operating Statement April 2025 							
	2023-24 Actuals	Original Budget	FULL YEAR Budget	YTD Budget	YTD Actuals	YTD Variance (excluding commitments)	YTD Variance (excluding commitments)
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	%
Operating Income							
Rates and Annual Charges	313,733	329,428	330,552	275,766	275,222	(545)	0%
User Charges and Fees	76,366	75,789	79,358	69,040	70,465	1,425	2%
Other Revenue	22,826	15,532	17,360	10,038	13,625	3,587	36%
Interest	28,347	22,440	23,001	17,552	19,844	2,292	13%
Grants and Contributions	52,506	44,668	51,846	22,300	24,077	1,777	8%
Gain on Disposal	2,482	-	590	590	1,069	479	81%
Other Income	10,306	10,462	10,719	9,805	9,591	(213)	2%
Internal Revenue	52,827	54,085	62,254	51,982	47,356	(4,627)	9%
Total Income attributable to Operations	559,392	552,403	575,681	457,074	461,247	4,174	1%
Operating Expenses							
Employee Costs	159,433	177,004	177,861	143,160	143,617	(457)	0%
Borrowing Costs	4,934	3,352	4,897	1,139	1,004	134	12%
Materials and Services	183,599	191,871	194,932	155,534	143,491	12,043	8%
Depreciation and Amortisation	116,976	118,464	123,700	102,853	103,521	(668)	1%
Other Expenses	42,817	47,217	50,856	33,508	33,075	433	1%
Loss on Disposal	8,703	-	1,173	1,157	1,680	(523)	45%
Internal Expenses	36,876	34,518	36,222	29,546	29,576	(30)	0%
Overheads	(24,514)	(23,585)	(26,743)	(22,286)	(22,286)	(0)	0%
Total Expenses attributable to Operations	528,824	548,841	562,897	444,611	433,678	10,933	2%
Operating Result after Overheads and before Capital Amounts	30,569	3,562	12,783	12,463	27,569	15,107	
Capital Grants	52,066	65,482	59,032	21,928	35,842	13,914	63%
Capital Contributions	36,009	17,908	48,396	45,203	50,952	5,749	13%
Grants and Contributions Capital Received	88,075	83,390	107,427	67,131	86,794	19,663	29%
Net Operating Result	118,644	86,951	120,211	79,594	114,363	34,770	44%

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

<div> <div>Total Water & Sewer Fund</div> <div>Operating Statement</div> <div>April 2025</div> <div>Central Coast Council</div> </div>							
	2023-24 Actuals	Original Budget	FULL YEAR Budget	YTD Budget	YTD Actuals	YTD Variance (excluding commitments)	YTD Variance (excluding commitments)
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	%
Operating Income							
Rates and Annual Charges	107,795	131,178	131,178	111,611	111,551	(61)	0%
User Charges and Fees	93,044	94,495	97,505	69,733	69,924	191	0%
Other Revenue	1,329	-	350	350	531	181	52%
Interest	9,902	3,582	5,925	4,966	7,396	2,430	49%
Grants and Contributions	304	-	101	96	31	(65)	68%
Gain on Disposal	602	-	-	-	-	-	100%
Other Income	-	-	-	-	-	-	100%
Internal Revenue	4,294	2,866	4,488	3,361	3,101	(259)	8%
Total Income attributable to Operations	217,269	232,122	239,548	190,117	192,535	2,418	1%
Operating Expenses							
Employee Costs	35,127	40,705	40,960	34,155	33,565	590	2%
Borrowing Costs	7,533	8,658	7,767	5,508	5,442	66	1%
Materials and Services	45,645	53,267	49,391	38,328	36,000	2,328	6%
Depreciation and Amortisation	80,317	84,478	86,525	71,887	70,968	919	1%
Other Expenses	279	-	170	170	457	(288)	170%
Loss on Disposal	3,208	-	273	273	288	(15)	6%
Internal Expenses	12,612	14,289	21,441	17,427	12,408	5,019	29%
Overheads	24,514	23,585	26,743	22,286	22,286	-	0%
Total Expenses attributable to Operations	209,236	224,982	233,271	190,033	181,414	8,619	5%
Operating Result after Overheads and before Capital Amounts	8,033	7,139	6,277	84	11,121	11,037	
Capital Grants	11,259	20,202	13,010	9,901	10,071	171	2%
Capital Contributions	7,833	6,000	7,337	6,337	6,905	568	9%
Grants and Contributions Capital Received	19,092	26,202	20,347	16,238	16,976	738	5%
Net Operating Result	27,125	33,341	26,624	16,322	28,097	11,775	72%

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 – April 2025

Financial Performance Ratio	Industry Benchmark	Original Full Year Budget	Ratio – YTD Actuals	
Operating Performance Ratio	> 0%	1.47%	6.7%	✓
Own Source operating Revenue Ratio	> 60%	81.57%	81.8%	✓
Unrestricted Current Ratio	> 1.5x	2.57x	4.2x	✓
Cash Expense Cover Ratio	> 3 months	3.44 months	5.1 months	✓
Buildings and Infrastructure Renewals Ratio	100%	138%	129%	
Infrastructure Maintenance Ratio	100%	n/a	47.9%	

As at the end of the April 2025, on a consolidated basis, Council exceeded the mandated benchmark for the operating performance ratio, achieving 6.7%.

Council has also performed favourably against the unrestricted current ratio, achieving 4.2x 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 30 April 2025 are included in the Monthly Investment Report April 2025.

Loans

As at 30 April 2025 Council has borrowings totaling \$217.3M, 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 – April 2025

Fund	General Fund	Drainage Fund	General Fund Consolidated with Drainage Fund	Water and Sewer Fund
	(\$'000)	(\$'000)	(\$'000)	(\$'000)
External loans – current	4,394	588	4,982	16,715
External loans - non current (excluding emergency loan)	8,848	5,870	14,718	145,593
Emergency loan	35,279	0	35,279	0
Total external loans	48,521	6,458	54,979	162,308

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.

The final \$10M drawdown on a \$50M loan to fund Mardi Water Treatment Plant Upgrade works occurred during April, increasing total Water and Sewer Fund borrowings from \$152.3M to \$162.3M.

General Fund Debt

Although council has sufficient unrestricted cash to extinguish all General Fund loans, it is not prudent to 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 April 2025, a repayment of \$0.3M was made against the emergency loan, reducing the balance from \$35.6M reported as at the end of March 2025 to \$35.3M 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 30 April 2025 capital expenditure is \$211.1M against a YTD budget of \$228.2M for the same period. Commitments (approved purchase orders to external suppliers) of \$35.7M 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 months of the financial year. Delivery of works is impacted by a number of factors including weather conditions, availability of suppliers, and any required planning and approval processes.

Table 8 – Capital Expenditure – April 2025

Department	Original Budget	FULL YEAR Budget	YTD Budgets	YTD Actuals	Current FY Commitments	YTD Variance * (excluding commitments)	YTD Variance % (excluding commitments)
	\$ 000s	\$ 000s	\$ 000s	\$ 000s	\$ 000s	\$ 000s	%
01. Office of the Chief Executive Officer	-	9	-	-	-	-	-
02. Community and Recreation Services	51,420	48,536	33,791	29,926	4,621	(3,865)	-11.4%
03. Infrastructure Services	106,650	112,661	89,701	81,019	9,964	(8,682)	-9.7%
04. Water and Sewer	122,366	122,366	84,843	82,229	14,122	(2,614)	-3.1%
05. Environment and Planning	9,911	10,933	6,403	4,405	1,743	(1,998)	-31.2%
06. Corporate Services	18,180	22,040	13,437	13,559	5,228	122	0.9%
Total	308,527	316,545	228,174	211,137	35,677	(17,037)	-7.5%

* Negative variance denotes an underspend in capital budget

Figure 1 – Capital Expenditure by Directorate

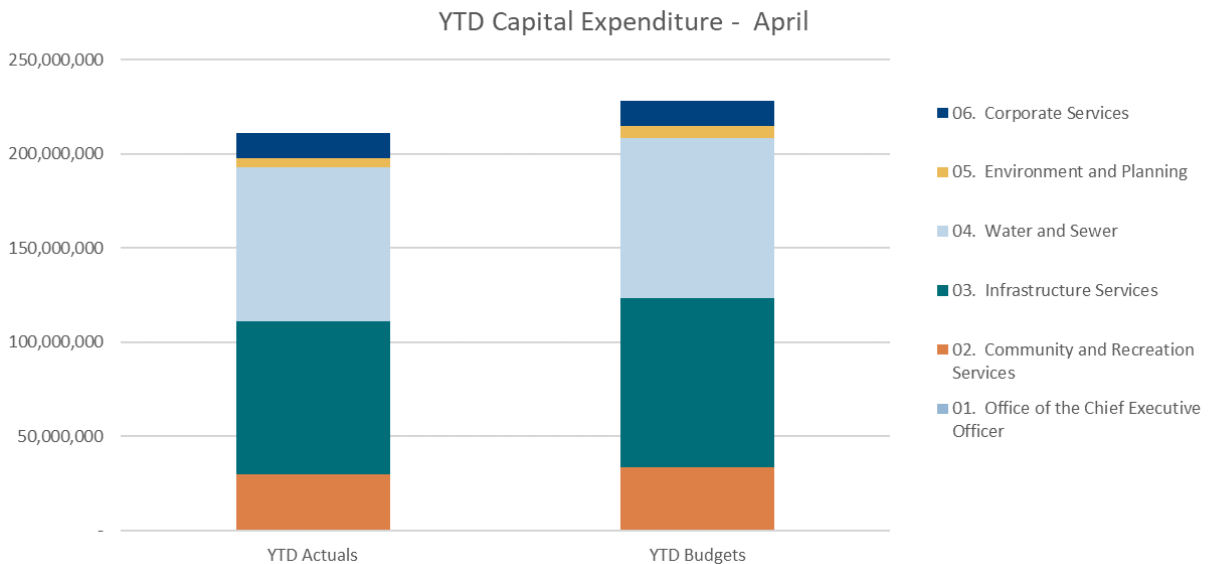
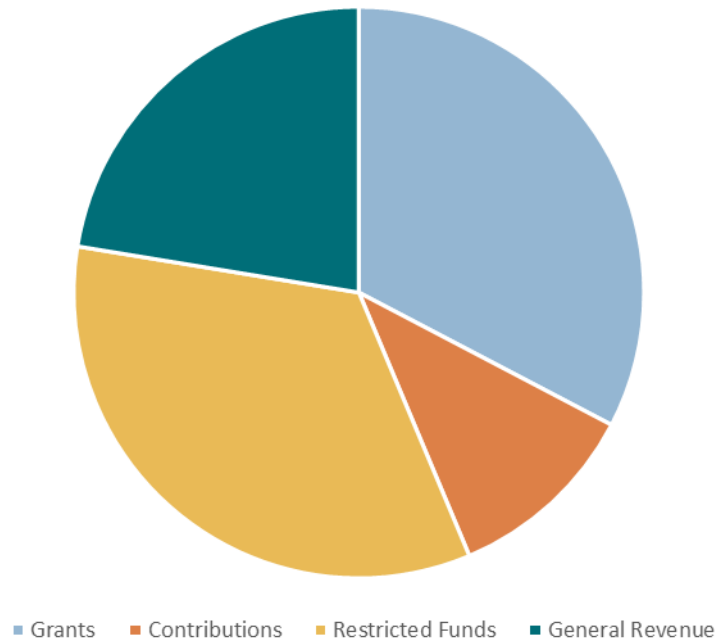


Figure 2 – Capital Expenditure by Funding Source

YTD Capital expenditure by funding source



Stakeholder Engagement

The preparation of the April 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 30 April 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: 3.1
Title: Economic Development Committee - Minutes and Recommendations - May 2025
Department: Community and Recreation Services



27 May 2025 Ordinary Council Meeting

Reference: F2025/00016 - D16838548

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 May 2025.***
- 2 Adopts the recommendation of the Economic Development Committee in resolution EDC9/25 as detailed in this report.***

Report purpose

To provide minutes of the Economic Development Committee meeting, and submit the Committee's recommendations to Council for determination.

Executive Summary

The Economic Development Committee met on 6 May 2025. Minutes of the meeting are provided for the information of Council. Recommendations of the Committee are submitted for Council's determination.

Report

Committee Minutes

Minutes of the Committee meeting held on 6 May 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.

Committee Recommendations

The Economic Development Committee business papers are available on Council's website.
[Agendas and Minutes : Central Coast Council](#)

The following Committee recommendation of resolution *EDC9/25* is submitted to Council for determination.

EDC9/25

That the Committee:

- 1 *Recommends to Council to endorse the draft Central Coast Employment Land Strategy (Attachment 1) and Background Report (Attachment 2) to be placed on public exhibition for a minimum of 42 days.*
- 2 *Receives a report on the outcome of the community consultation.*

Financial Considerations

Financial Year (FY) Implications.

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

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 - 6 May 2025 D16813387



Central Coast Council

Economic Development Committee

Held in Function Room at
2 Hely Street, Wyong

06 May 2025

MINUTES

Attendance

Members

Cr John McNamara
Cr John Mouland
Cr Trent McWaide
Cr Belinda Neal
Cr Kyle MacGregor
Cr Jane Smith
Cr Jared Wright
Mayor Lawrie McKinna

Status

Present
Present
Present
Apology
Present (remotely)
Present
Present
Apology

Guest

Scott Goold, Regional Director, Business
NSW
Allison Basford, Chief Executive Officer,
Space Urban
Mark Daniels, Planning & Development
Manager, Space Urban
Deputy Mayor Doug Eaton OAM
Cr Margot Castles
Cr Sharon Walsh
Cr Jared Wright

Status

Present
Present
Present
Arrived at 5:27pm
Present
Present
Present

Staff

Mel Smith, Director Community and
Recreation Services
Sue Ledingham, Unit Manager Economic
Development
Shannon Turkington, Unit Manager
Strategic Planning

Status

Present
Present
Present

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

Bianca Gilmore, Section Manager Destination Marketing and Visitor Services	Present
Scott Duncan, Section Manager Local Planning and Policy	Present
Briony Stiles, Civic Support Team Leader	Present
Lisa Martin, Civic Support Officer	Present

The Chairperson, Cr John McNamara declared the meeting open at 5:08pm

UNCONFIRMED

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

REPORTS

1.1 Introduction: Welcome, Acknowledgement of Country, and Apologies

5:09pm

Mayor Lawrie McKinna and Councillor Belinda Neal have both provided an apology for this meeting in advance.

The Chairperson read an Acknowledgement of Country.

1.2 Disclosures of Interest

5:10pm

No conflicts of interest were disclosed.

1.3 Confirmation of Minutes of Previous Meeting

5:11pm

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

EDC7/25

That the Committee confirms the minutes of the previous Economic Development Committee held on Tuesday 1 April 2025.

CARRIED

FOR: UNANIMOUS

1.4 Business NSW

5:12pm

Scott Goold, Regional Director of Business NSW spoke to the Regional Business NSW Presentation.

1.5 Upcoming Projects on the Central Coast including 2 Wella Way, Somersby by Space Urban

5:29pm

Allison Basford, Chief Executive Officer and Mark Daniels, Planning & Development Manager, from Space Urban spoke to the presentation 'Central Coast Projects'.

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

1.6 Destination Central Coast, Visitor Economy Update

5:48pm

The Section Manager of Destination Marketing and Visitor Services spoke to the Destination Central Coast Presentation.

1.7 Economic Development Strategy and Destination Management Plan Project Update

6:06pm

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

EDC8/25

That the Committee:

- 1 Schedules a workshop in July 2025.***
- 2 Notes the Economic Development Strategy and Destination Management Plan Project Update.***

CARRIED

FOR: UNANIMOUS

1.8 Draft Central Coast Employment Land Strategy - Public Exhibition

6:07pm

The Section Manager of Local Planning and Policy spoke to the 'Draft Central Coast Employment Land Strategy' presentation.

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

EDC9/25

That the Committee:

- 1 Recommends to Council to endorse the draft Central Coast Employment Land Strategy (Attachment 1) and Background Report (Attachment 2) to be placed on public exhibition for a minimum of 42 days.***
- 2 Receives a report on the outcome of the community consultation.***

CARRIED

FOR: UNANIMOUS

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

1.9 Central Coast Air Show

6:32pm

Recommendation

That the Committee:

- 1 Notes the extensive insight into staging of future events at Central Coast (Warnervale) Airport gained through the after-event review of the 2024 Central Coast Air Show.
- 2 Acknowledges the resources and time needed to secure a suitable air show operator, gain the necessary approvals and undertake all necessary engagement with external stakeholders such as transport and emergency service agencies prior to staging future air shows on the Central Coast.
- 3 Endorses in principle the holding of future air shows at Central Coast (Warnervale) Airport.
- 4 Recommends to Council that a process to select a suitable air show operator commence as soon as possible, with a view to holding an air show at a suitable time in the 2026-27 financial year.

EDC10/25

That the Committee defer the consideration of item 1.9 to the Economic Development Committee meeting to be held on 3 June 2025, was MOVED by Councillor WRIGHT and seconded by Councillor MCWAIDE:

CARRIED

FOR: UNANIMOUS

1.10 Business Retention and Expansion Survey Report

6:34pm

EDC11/25

That the Committee:

- 1 **Notes The Business Retention and Expansion Survey Report.**
- 2 **Endorses The Distribution of the Final Report to Business Industry and on Council's website with supporting communications that will include Council's actions underway and commitment to use the feedback for future service improvements.**
- 3 **Notes The survey results will be used to inform the research for the new economic development strategy and business concierge service.**

CARRIED

FOR: UNANIMOUS

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

The next meeting is to be held at 5:00pm on Tuesday 3 June 2025 at the Wyong Administration Building.

The Meeting concluded at 6:34pm.

UNCONFIRMED

Item No: 3.2
Title: Environment and Planning Committee - Minutes and Recommendations - May 2025
Department: Environment and Planning



27 May 2025 Ordinary Council Meeting

Reference: F2025/00016 - D16838557

Executive: Shannon Turkington, Acting Director Environment and Planning

Recommendation

That Council:

- 1 Receives and notes the minutes of the Environment and Planning Committee meeting held in May 2025.***
- 2 Adopts the recommendations of the Environment and Planning Committee in resolutions EPC2/25, EPC4/25, EPC5/25, EPC6/25, EPC8/25, EPC9/25, EPC10/25, and EPC11/25 as detailed in this report.***

Report purpose

To provide minutes of the Environment and Planning Committee meeting, and submit the Committee's recommendations to Council for determination.

Executive Summary

The Environment and Planning Committee met on 6 May 2025. Minutes of the meeting are provided for the information of Council. Recommendations of the Committee are submitted for Council's determination.

Report

Committee Minutes

Minutes of the Committee meeting held on 6 May 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.

3.2 Environment and Planning Committee - Minutes and Recommendations - May 2025 (cont'd)

Committee Recommendations

The Environment and Planning Committee business papers are available on Council's website.
[Agendas and Minutes : Central Coast Council](#)

The following Committee recommendations of resolutions *EPC2/25, EPC4/25, EPC5/25, EPC6/25, EPC8/25, EPC9/25, EPC10/25, and EPC11/25* are submitted to Council for determination.

Item 1.3 - Outcomes of Public Exhibition and Finalisation of Planning Proposal for 126 Somersby Falls Road, Somersby and adjoining road reserves

EPC2/25

That the Committee recommends that Council:

- 1 Endorses finalisation of the Planning Proposal for 126 Somersby Falls Road, Somersby (RZ/1/2024).*
- 2 Requests the Chief Executive Officer to exercise delegation issued by the Department of Planning, Housing, and Infrastructure for RZ/1/2024 or, if required, request the Minister for Planning and Public Spaces to proceed with the steps for drafting and making of the amendment to the Central Coast Local Environmental Plan 2022.*
- 3 Notifies those who made submissions during the public exhibition of Council's decision.*

Item 1.5 - Central Coast Thematic History For Adoption

EPC4/25

That the Committee recommends that Council:

- 1 Endorses the adoption of the Central Coast Thematic History (Attachment 1).*
- 2 Endorses publishing on Council's website the 'Closing the Loop' Statement (Attachment 2).*
- 3 Supersedes the following Thematic Histories for the former Gosford City Council and Wyong Shire Council Local Government Areas:*
 - a) Wyong Shire-Wide Heritage Review Thematic History (2010)*
 - b) A Thematic History of the City of Gosford (2016)*

Item 1.6 - 1A Jaques Street, Ourimbah Masterplan and Public Domain Plan - For Public Exhibition

EPC5/25

That the Committee recommends that Council:

3.2 Environment and Planning Committee - Minutes and Recommendations - May 2025 (cont'd)

- 1 *Resolves to place the Draft 1A Jaques Street Masterplan on public exhibition for a period of not less than 42 days.*
- 2 *Notifies those people who made submissions during the initial consultation period that the Draft 1A Jaques Street Masterplan is on public exhibition.*
- 3 *Considers a further report on the outcome of public exhibition.*

Item 1.7 - Burns Place Conservation Management Plan - Public Exhibition

EPC6/25

That the Committee:

- 1 *Recommends that Council endorses the draft Burns Place Heritage Conservation Management Plan, as per Attachment 1, to be placed on public exhibition for a minimum of 28 days.*
- 2 *Receives a report on the outcome of the community consultation.*

Item 1.9 - Request to amend Central Coast Local Environmental Plan 2022 to rezone 30 and 32 Caroline Street and 2A Melbourne Street, East Gosford

EPC8/25

That the Committee recommends that Council:

- 1 *Endorses the Planning Proposal provided in Attachment 1 in relation to Lot 1 DP 996521 – 32 Caroline Street, Lot 2 DP 518926 – 30 Caroline Street and Lot 1 DP 518926 – 2A Melbourne Street, East Gosford, to amend the Central Coast Local Environmental Plan (LEP) 2022 to:
 - a) *Rezone the sites to R1 General Residential.*
 - b) *Apply a floor space ratio of 0:5:1.*
 - c) *Include the land in 'Area 1' on the Floor Space Ratio Additional Controls Map.**
- 2 *Forwards the Planning Proposal to the Minister for Planning and Public Spaces in accordance with Section 3.35(2) of the Environmental Planning and Assessment Act 1979, requesting a Gateway Determination, pursuant to Section 3.34 of the Environmental Planning and Assessment Act 1979.*
- 3 *Undertakes community and public authority consultation in accordance with the Gateway Determination requirements.*

Item 1.10 - MacMasters Beach Temporary Coastal Protection Works

EPC9/25

That the Committee recommends that Council;

- 1 Notes the results of the community consultation.*
- 2 Requests the Chief Executive Officer include an action in the draft Open Coast Coastal Management Program for the construction of the temporary coastal protections works as designed.*
- 3 Include the project in Council's capital works program for 2025-26 and adjust Council's current project budget for 2024-25.*
- 4 Notes that subject to Council's resolution of item 3 above, that staff will advise the NSW Coastal and Estuary Grants Branch that the project will proceed to construction and seek an extension to the grant completion date.*
- 5 Endorses an action being included in the Open Coast Coastal Management Program to complete a coastal risk and options assessment for Marine Parade at MacMasters Beach.*

Item 1.11 - Review of Central Coast Section 7.12 Local Infrastructure Contribution Plan 2024 - Public Exhibition

EPC10/25

That the Committee recommends that Council:

- 1 Endorses the draft Central Coast Section 7.12 Local Infrastructure Contributions Plan 2024 for public exhibition (see Attachment 1).*
- 2 Repeals the following contribution plans in accordance with the provisions of the Environmental Planning & Assessment Act 1979, and the Environmental Planning and Assessment Regulation 2000:*
 - a. Contribution Plan No 47A - Terrigal – Local Open Space, Pedestrian Footpaths, Town Centre Improvements, Cycleways, Stormwater and Flood Mitigation*
 - b. Contribution Plan No 9 - Budgewoi District*
 - c. Contribution Plan No 5 - Ourimbah District*
- 3 Provides public notice of Council's decision to repeal the contribution plans, in accordance with the Environmental Planning and Assessment Regulation, 2000.*

3.2 Environment and Planning Committee - Minutes and Recommendations - May 2025 (cont'd)

- 4 *Redirects any outstanding funds from the proposed repeal of Local Infrastructure Contribution Plans as nominated in Attachment 2.*
- 5 *Notes that a further report will be provided following the public exhibition period.*
- 6 *Provides a workshop for all Councillors to be held on the Contributions Plans whilst it is out on exhibition.*

Item 1.12 - 2025-26 Regulatory Priorities Statement - For Public Exhibition

EPC11/25

That the Committee:

- 1 *Recommends that Council endorses public exhibition of the Draft Central Coast Regulatory Priorities Statement (Attachment 1) for a period of not less than 28 days.*
- 2 *Receives a further report that considers the community feedback received during the exhibition period.*

Financial Considerations

Financial Year (FY) Implications.

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

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

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

The above financial considerations are in response to the resolution for MacMasters Beach Temporary Coastal Protection works and the changes required to budget as outlined in the recommendation from the Committee.

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 - Environment and Planning Committee - 6 May 2025 D16813337



Central Coast Council

Environment and Planning Committee

Held in the Council Chamber

2 Hely Street, Wyong

06 May 2025

MINUTES

Attendance

Members

Deputy Mayor Doug Eaton OAM, Chairperson

Cr Sharon Walsh, Deputy Chair

Cr Margot Castles, Member

Cr Kyle MacGregor, Member

Cr John McNamara, Member

Cr John Moulard, Member

Cr Jane Smith, Member

Cr Rachel Stanton, Member

Mayor Lawrie McKinna

Status

Present

Present

Present

Present (remotely)

Present

Present

Present

Present

Apology

Guest

Cr Kyle MacGregor

Alison McNeill, President of McMasters Beach Surf Lifesaving Club

Status

Present (remotely)

Present

Staff

Shannon Turkington, Acting Director Environment and Planning

Jamie Loader, Director Water and Sewer

Luke Sulkowski, Unit Manager Environmental Management

Deanne Frankel, Section Manager Strategic Planning Projects

Rebecca Cardy, Senior Heritage Officer Strategic Planning Projects

Peta James, Senior Strategic Planner Strategic Planning Projects

Ben Fullagar, Section Manager Catchments to Coast

Larry Melican, Section Manager Natural Assets and Biodiversity

Shann Mitchell, Unit Manager Environmental Compliance Services

Lisa Martin, Civic Support Officer

Briony Stiles, Civic Support Team Leader

Status

Present

Present

Present

Present

Present

Present

Present

Present

Present

Present

Present

Minutes of the Ordinary Meeting Environment and Planning Committee of Council (cont'd)

The Chairperson, Deputy Mayor Doug Eaton OAM, declared the meeting open at 7:00pm

REPORTS

1.1 Introduction: Welcome, Acknowledgement of Country, and Apologies

5:01pm

The Chair read an Acknowledgement of Country statement.

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

To note the apology of Mayor McKinna for this meeting.

CARRIED

FOR: UNANIMOUS

1.2 Disclosures of Interest

7:01pm

No conflicts of interest were disclosed.

THAT THE ORDER OF BUSINESS BE CHANGED SO ITEM 1.10 - MacMasters Beach Temporary Coastal Protection Works BE BROUGHT FORWARD AND DEALT WITH IMMEDIATELY, was *MOVED* by Deputy Mayor EATON OAM and *SECONDED* by Councillor WRIGHT:

CARRIED

FOR: UNANIMOUS

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

EPC1/25

1 That with the exception of the following reports, the Committee adopts the recommendations contained in the remaining reports:

- **Item 1.5**
- **Item 1.6**
- **Item 1.8**
- **Item 1.11**
- **Item 1.13**

2 That the Committee adopts the following items en-masse and in accordance with the report recommendations:

- **Item 1.3**
- **Item 1.4**
- **Item 1.7**
- **Item 1.9**

Minutes of the Ordinary Meeting Environment and Planning Committee of Council (cont'd)

- **Item 1.12**
- **Item 1.14**

CARRIED

FOR: UNANIMOUS

THAT THE ORDER OF BUSINESS BE CHANGED SO ITEM 1.6 - 1A Jaques Street, Ourimbah Masterplan and Public Domain Plan - For Public Exhibition BE BROUGHT FORWARD AND DEALT WITH IMMEDIATELY, was *MOVED* by Councillor STANTON:

CARRIED

FOR: UNANIMOUS

1.3 Outcomes of Public Exhibition and Finalisation of Planning Proposal for 126 Somersby Falls Road, Somersby and adjoining road reserves

RESOLVED by EXCEPTION on the MOTION of Councillor STANTON and SECONDED by Councillor MOULAND:

EPC2/25

That the Committee recommends that Council:

- 1 Endorses finalisation of the Planning Proposal for 126 Somersby Falls Road, Somersby (RZ/1/2024).***
- 2 Requests the Chief Executive Officer to exercise delegation issued by the Department of Planning, Housing, and Infrastructure for RZ/1/2024 or, if required, request the Minister for Planning and Public Spaces to proceed with the steps for drafting and making of the amendment to the Central Coast Local Environmental Plan 2022.***
- 3 Notifies those who made submissions during the public exhibition of Council's decision.***

1.4 DA Statistics

7:40pm

EPC3/25

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

CARRIED

FOR: UNANIMOUS

Minutes of the Ordinary Meeting Environment and Planning Committee of Council (cont'd)

1.5 Central Coast Thematic History For Adoption

7:53pm

The Section Manager of Strategic Planning Projects spoke to the 'Central Coast Thematic History - For Adoption' Presentation.

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

EPC4/25

That the Committee recommends that Council:

- 1 Endorses the adoption of the Central Coast Thematic History (Attachment 1).***
- 2 Endorses publishing on Council's website the 'Closing the Loop' Statement (Attachment 2).***
- 3 Supersedes the following Thematic Histories for the former Gosford City Council and Wyong Shire Council Local Government Areas:***
 - a) Wyong Shire-Wide Heritage Review Thematic History (2010)***
 - b) A Thematic History of the City of Gosford (2016)***

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

FOR: CRS WALSH, SMITH, CASTLES, STANTON, EATON OAM, MCKINNA, JW WRIGHT AND TMC
MCWAIDE

AGAINST: CR MOULAND

1.6 1A Jaques Street, Ourimbah Masterplan and Public Domain Plan - For Public Exhibition

7:43pm

The Section Manager of Strategic Planning Projects spoke to the '1a Jaques Street, Ourimbah Masterplan and Public Domain Plan' Presentation.

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

EPC5/25

That the Committee recommends that Council:

- 1 Resolves to place the Draft 1A Jaques Street Masterplan on public exhibition for a period of not less than 42 days.***
- 2 Notifies those people who made submissions during the initial consultation period that the Draft 1A Jaques Street Masterplan is on public exhibition.***
- 3 Considers a further report on the outcome of public exhibition.***

CARRIED

FOR: UNANIMOUS

Minutes of the Ordinary Meeting Environment and Planning Committee of Council (cont'd)

1.7 Burns Place Conservation Management Plan - Public Exhibition

RESOLVED by EXCEPTION on the MOTION of Councillor STANTON and SECONDED by Councillor MOULAND:

EPC6/25

That the Committee:

- 1 Recommends that Council endorses the draft Burns Place Heritage Conservation Management Plan, as per Attachment 1, to be placed on public exhibition for a minimum of 28 days.**
- 2 Receives a report on the outcome of the community consultation.**

1.8 Update on progress on the Biodiversity Strategy

8:12pm

The Section Manager of Catchments to Coast spoke to the 'Biodiversity Strategy' Presentation

A MOTION was MOVED by Councillor WALSH and SECONDED by Councillor SMITH:

EPC7/25

That the Committee notes the information in the report.

CARRIED

FOR: UNANIMOUS

1.9 Request to amend Central Coast Local Environmental Plan 2022 to rezone 30 and 32 Caroline Street and 2A Melbourne Street, East Gosford

RESOLVED by EXCEPTION on the MOTION of Councillor STANTON and SECONDED by Councillor MOULAND:

EPC8/25

That the Committee recommends that Council:

- 1 Endorses the Planning Proposal provided in Attachment 1 in relation to Lot 1 DP 996521 – 32 Caroline Street, Lot 2 DP 518926 – 30 Caroline Street and Lot 1 DP 518926 – 2A Melbourne Street, East Gosford, to amend the Central Coast Local Environmental Plan (LEP) 2022 to:**
 - a) Rezone the sites to R1 General Residential.**
 - b) Apply a floor space ratio of 0:5:1.**
 - c) Include the land in 'Area 1' on the Floor Space Ratio Additional Controls Map.**

Minutes of the Ordinary Meeting Environment and Planning Committee of Council (cont'd)

- 2 Forwards the Planning Proposal to the Minister for Planning and Public Spaces in accordance with Section 3.35(2) of the Environmental Planning and Assessment Act 1979, requesting a Gateway Determination, pursuant to Section 3.34 of the Environmental Planning and Assessment Act 1979.**
- 3 Undertakes community and public authority consultation in accordance with the Gateway Determination requirements.**

7:02PM

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

To allow Alison McNeill, President of the MacMasters Beach Surf Lifesaving Club to address the Committee regarding Item 1.10- MacMasters Beach Temporary Coastal Protection Works.

CARRIED

FOR: UNANIMOUS

1.10 MacMasters Beach Temporary Coastal Protection Works

7:02pm

Alison McNeill, President of the MacMasters Beach Surf Lifesaving Club addressed the Committee.

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

EPC9/25

That the Committee recommends that Council;

- 1 Notes the results of the community consultation.**
- 2 Requests the Chief Executive Officer include an action in the draft Open Coast Coastal Management Program for the construction of the temporary coastal protections works as designed.**
- 3 Include the project in Council's capital works program for 2025-26 and adjust Council's current project budget for 2024-25.**
- 4 Notes that subject to Council's resolution of item 3 above, that staff will advise the NSW Coastal and Estuary Grants Branch that the project will proceed to construction and seek an extension to the grant completion date.**
- 5 Endorses an action being included in the Open Coast Coastal Management Program to complete a coastal risk and options assessment for Marine Parade at MacMasters Beach.**

Minutes of the Ordinary Meeting Environment and Planning Committee of Council (cont'd)

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

FOR: CRS MOULAND, SMITH, CASTLES, STANTON AND EATON OAM
AGAINST: CR WALSH

1.11 Review of Central Coast Section 7.12 Local Infrastructure Contribution Plan 2024 - Public Exhibition

8:17pm

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

EPC10/25

That the Committee recommends that Council:

- 1 *Endorses the draft Central Coast Section 7.12 Local Infrastructure Contributions Plan 2024 for public exhibition (see Attachment 1).***
- 2 *Repeals the following contribution plans in accordance with the provisions of the Environmental Planning & Assessment Act 1979, and the Environmental Planning and Assessment Regulation 2000:***
 - Contribution Plan No 47A - Terrigal – Local Open Space, Pedestrian Footpaths, Town Centre Improvements, Cycleways, Stormwater and Flood Mitigation***
 - Contribution Plan No 9 - Budgewoi District***
 - Contribution Plan No 5 - Ourimbah District***
- 3 *Provides public notice of Council's decision to repeal the contribution plans, in accordance with the Environmental Planning and Assessment Regulation, 2000.***
- 4 *Redirects any outstanding funds from the proposed repeal of Local Infrastructure Contribution Plans as nominated in Attachment 2.***
- 5 *Notes that a further report will be provided following the public exhibition period.***
- 6 *Provides a workshop for all Councillors to be held on the Contributions Plans whilst it is out on exhibition.***

CARRIED

FOR: UNANIMOUS

Minutes of the Ordinary Meeting Environment and Planning Committee of Council (cont'd)

1.12 2025-26 Regulatory Priorities Statement - For Public Exhibition

RESOLVED by EXCEPTION on the MOTION of Councillor STANTON and SECONDED by Councillor MOULAND:

EPC11/25

That the Committee:

- 1 Recommends that Council endorses public exhibition of the Draft Central Coast Regulatory Priorities Statement (Attachment 1) for a period of not less than 28 days.**
- 2 Receives a further report that considers the community feedback received during the exhibition period.**

1.13 Update on Coastal Management Programs

Time: 8:25pm

The Section Manager of Catchments to Coast spoke to the Coastal Management Presentation.

A MOTION was MOVED by Councillor EATON OAM and SECONDED by Councillor CASTLES:

EPC12/25

That the Committee notes the report.

CARRIED

FOR: UNANIMOUS

1.14 Community Participation Plan - Draft for public exhibition

RESOLVED by EXCEPTION on the MOTION of Councillor STANTON and SECONDED by Councillor MOULAND:

EPC13/25

That the Committee considers the Community Participation Plan prior to it being exhibited as part of the place-based engagement occurring in May 2025.

The next meeting is to be held at 7:00pm on Tuesday 3 June 2025 at the Wyong Administration Building.

The Meeting concluded at 8:41pm.

Item No: 3.3
Title: Governance and Finance Committee - Minutes and Recommendations - May 2025
Department: Corporate Services



27 May 2025 Ordinary Council Meeting

Reference: F2025/00016 - D16838573

Executive: Marissa Racomelara, Director Corporate Services

Recommendation

That Council:

- 1 Receives and notes the minutes of the Governance and Finance Committee meeting held in May 2025.***
- 2 Adopts the recommendations of the Governance and Finance Committee in resolutions GFC3/25, GFC4/25, GFC5/25, GFC6/25, GFC7/25, GFC8/25, and GFC9/25 as detailed in this report.***

Report purpose

To provide minutes of the Governance and Finance Committee meeting, and submit the Committee's recommendations to Council for determination.

Executive Summary

The Governance and Finance Committee met on 13 May 2025. Minutes of the meeting are provided for the information of Council. Recommendations of the Committee are submitted for Council's determination.

Report

Committee Minutes

Minutes of the Committee meeting held on 13 May 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.

3.3 Governance and Finance Committee - Minutes and Recommendations - May 2025 (cont'd)

Committee Recommendations

The Governance and Finance Committee business papers are available on Council's website.
[Agendas and Minutes : Central Coast Council](#)

The following Committee recommendations of resolutions GFC3/25, GFC4/25, GFC5/25, GFC6/25, GFC7/25, GFC8/25, and GFC9/25 are submitted to Council for determination.

Item 1.4 - Reviewed Code of Conduct - for Public Exhibition

GFC3/25

That the Committee:

- 1 *Recommends to Council that the Code of Conduct provided as Attachment 1 to this report to be placed on public exhibition for a period of 28 days, with a further report to be presented after the public exhibition period.*
- 2 *Notes that the Office of Local Government's reform of the Councillor Conduct Framework has not, to date, resulted in any amendments to the current Model Code of Conduct.*

Item 1.5 - Draft Code of Meeting Practice - for Public Exhibition

GFC4/25

That the Committee:

- 1 *Recommends that Council endorses the Draft Code of Meeting Practice provided as Attachment 1 to this report to be placed on public exhibition for a period of 28 days, allowing submissions from the public up to 42 days, with a further report to be presented after the exhibition period.*
- 2 *Notes that the Office of Local Government's reform of the Councillor Conduct Framework has not, to date, resulted in a new Model Code of Meeting Practice being prescribed.*

Item 1.6 - Draft Public Forum Policy - For Public Exhibition

GFC5/25

That the Committee:

- 1 *Recommends that Council endorses the draft Public Forum Policy as amended at Attachment 1 to this report to be placed on public exhibition for a period of 28 days with a further report to be presented after the exhibition period.*

3.3 Governance and Finance Committee - Minutes and Recommendations - May 2025 (cont'd)

- 2 *Notes that the Office of Local Government's reform of the Councillor Conduct Framework has not, to date, resulted in a new Model Code of Meeting Practice being prescribed.*

Item 1.7 - Draft Councillor Expenses and Facilities Policy - for Adoption

GFC1/25

That the Committee:

- 1 *Recommends to Council that the draft Councillor Expenses and Facilities Policy at Attachment 1 be adopted.*
- 2 *Notes that a letter will be sent to those persons that made a submission during the exhibition period thanking them for their interest and submission.*

Item 1.8 - Reviewed Investments Management Policy and Draft Borrowings Policy - for Adoption

GFC7/25

That the Committee recommends to Council:

- 1 *That the reviewed Investments Management Policy at Attachment 1 to be referred to the Audit, Risk and Improvement Committee, and then submitted to Council for adoption.*
- 2 *That the draft Borrowings Policy at Attachment 2 to be referred to the Audit, Risk and Improvement Committee, and then submitted to Council for adoption.*

Item 1.9 - Reviewed Procurement Policy - for Adoption

GFC2/25

That the Committee:

- 1 *Endorses the recommended amendments to the Procurement Policy.*
- 2 *Recommends to Council that the reviewed Procurement Policy at Attachment 1 be adopted.*

Item 1.10 - North Avoca Surf Life Saving Club - Approval to issue Lease and Licence

GFC3/25

That the Committee recommends to Council that the Chief Executive Officer be authorised to negotiate, finalise and execute a lease and licence for surf lifesaving purposes for a period of up to twenty (20) years over land at 46 North Avoca Parade, North Avoca (being part of Lot 1 DP543153 and Part Lot 2 DP543153) with North Avoca Surf Life Saving Club.

Financial Considerations

Financial Year (FY) Implications.

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

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



MINUTES - Governance and Finance Committee - 13 May 2025

D16771943



Central Coast Council

Governance and Finance Committee

Held in Function Room
2 Hely Street, Wyong

13 May 2025

MINUTES

Attendance

Members

Cr Jared Wright, Chairperson

Cr Kyle MacGregor, Deputy Chairperson

Cr Helen Crowley, Member

Cr Doug Eaton OAM, Member

Status

Present

Present

Present

Present (remotely)

Guest

Cr Rachel Stanton

Status

Present

Staff

Marissa Racomelara, Director Corporate Services

Louise Rampling, Unit Manager

Governance Risk and Legal

Emma Galea, Chief Financial Officer

Michael Ross, Unit Manager, Facilities and Asset Management

Danny Andrews, Section Manager, Procurement Operations

Phil Cantillon, Unit Manager, Leisure Beach Safety and Community Facilities

Stephanie Prouse, Section Manager, Councillor and Democratic Services

Briony Stiles, Team Lead, Civic Support

Kylie Blakely, Civic Support Officer

Status

Present

Present

Present

Present

Present

Present

Present

Present

Present

Minutes of the Ordinary Meeting Governance and Finance Committee of Council (cont'd)

The Chairperson, Councillor Jared Wright, declared the meeting open at 7:07pm

THAT IN ACCORDANCE WITH CLAUSE 6.20 OF THE CODE OF MEETING PRACTICE, REMOTE ATTENDANCE VIA AUDIO VISUAL LINK TO THE GOVERNANCE AND FINANCE COMMITTEE MEETING ON 13 MAY 2025 BE GRANTED TO DEPUTY MAYOR EATON OAM DUE TO PERSONAL REASONS WAS *MOVED* by Councillor *WRIGHT* and *SECONDED* by Councillor *MACGREGOR*

REPORTS

1.1 Introduction: Welcome, Acknowledgement of Country, and Apologies

7:09pm

The Chair read an Acknowledgement of Country statement.

1.2 Disclosures of Interest

7:10pm

No conflicts of interest were disclosed.

THAT COUNCIL ADOPT THE FOLLOWING ITEMS EN-MASSE AND IN ACCORDANCE WITH THE REPORT RECOMMENDATIONS, WAS *MOVED* by Councillor *MACGREGOR* and *SECONDED* by Deputy Mayor *EATON* OAM:

7:11pm

GFC1/25

That the Committee determines the following items will be adopted without debate:

- ***Item 1.4 - Reviewed Code of Conduct – for Public Exhibition***
- ***Item 1.5 - Draft Code of Meeting Practice – for Public Exhibition***
- ***Item 1.6 - Draft Public Forum Policy – for Public Exhibition***
- ***Item 1.8 - Reviewed Investments Management Policy and Draft Borrowings Policy – for Adoption***

1.3 Q3 (March 2025) Operational Plan and Budget Review

7:13pm

The Executive Officer and Chief Financial Officer spoke to the Q3 Operational Plan and Budget Review presentation.

Minutes of the Ordinary Meeting Governance and Finance Committee of Council (cont'd)

GFC2/25

That the Committee:

- 1 Receives and notes the preliminary Q3 (March 2025) Quarterly Operational Plan and Budget Review as outlined in this report and Attachments to this report.**
- 2 Receives and notes the changes to the 2024-25 capital works program (Attachment 3) and notes the impact of these changes on the indicative program in the outer years.**
- 3 Notes that the subject of this report will be presented to the Council meeting in May for further consideration.**

CARRIED

FOR: UNANIMOUS

1.4 Reviewed Code of Conduct - for Public Exhibition

RESOLVED by EXCEPTION on the MOTION of Councillor MACGREGOR and SECONDED by Deputy Mayor EATON OAM:

GFC3/25

That the Committee:

- 1 Recommends to Council that the Code of Conduct provided as Attachment 1 to this report to be placed on public exhibition for a period of 28 days, with a further report to be presented after the public exhibition period.**
- 2 Notes that the Office of Local Government's reform of the Councillor Conduct Framework has not, to date, resulted in any amendments to the current Model Code of Conduct.**

1.5 Draft Code of Meeting Practice - for Public Exhibition

RESOLVED by EXCEPTION on the MOTION of Councillor MACGREGOR and SECONDED by Deputy Mayor EATON OAM:

GFC4/25

That the Committee:

- 1 Recommends that Council endorses the Draft Code of Meeting Practice provided as Attachment 1 to this report to be placed on public exhibition for a period of 28 days, allowing submissions from the public up to 42 days, with a further report to be presented after the exhibition period.**

Minutes of the Ordinary Meeting Governance and Finance Committee of Council (cont'd)

- 2 ***Notes that the Office of Local Government's reform of the Councillor Conduct Framework has not, to date, resulted in a new Model Code of Meeting Practice being prescribed.***

1.6 Draft Public Forum Policy - For Public Exhibition

RESOLVED by EXCEPTION on the MOTION of Councillor MACGREGOR and SECONDED by Deputy Mayor EATON OAM:

GFC5/25

That the Committee:

- 1 ***Recommends that Council endorses the draft Public Forum Policy as amended at Attachment 1 to this report to be placed on public exhibition for a period of 28 days with a further report to be presented after the exhibition period.***
- 2 ***Notes that the Office of Local Government's reform of the Councillor Conduct Framework has not, to date, resulted in a new Model Code of Meeting Practice being prescribed.***

1.7 Draft Councillor Expenses and Facilities Policy - for Adoption

8:06pm

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

GFC6/25

That the Committee:

- 1 ***Recommends to Council that the draft Councillor Expenses and Facilities Policy at Attachment 1 be adopted.***
- 2 ***Notes that a letter will be sent to those persons that made a submission during the exhibition period thanking them for their interest and submission.***

CARRIED

FOR: UNANIMOUS

1.8 Reviewed Investments Management Policy and Draft Borrowings Policy - for Adoption

RESOLVED by EXCEPTION on the MOTION of Councillor MACGREGOR and SECONDED by Deputy Mayor EATON OAM

Minutes of the Ordinary Meeting Governance and Finance Committee of Council (cont'd)

GFC7/25

That the Committee recommends to Council:

- 1 That the reviewed Investments Management Policy at Attachment 1 to be referred to the Audit, Risk and Improvement Committee, and then submitted to Council for adoption.***
- 2 That the draft Borrowings Policy at Attachment 2 to be referred to the Audit, Risk and Improvement Committee, and then submitted to Council for adoption.***

1.9 Reviewed Procurement Policy - for Adoption

8:08pm

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

GFC8/25

That the Committee:

- 1 Endorses the recommended amendments to the Procurement Policy.***
- 2 Recommends to Council that the reviewed Procurement Policy at Attachment 1 be adopted.***

CARRIED

FOR: UNANIMOUS

1.10 North Avoca Surf Life Saving Club - Approval to issue Lease and Licence

8:23pm

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

GFC9/25

That the Committee recommends to Council that the Chief Executive Officer be authorised to negotiate, finalise and execute a lease and licence for surf lifesaving purposes for a period of up to twenty (20) years over land at 46 North Avoca Parade, North Avoca (being part of Lot 1 DP543153 and Part Lot 2 DP543153) with North Avoca Surf Life Saving Club.

CARRIED

FOR: UNANIMOUS

The next meeting is to be held at 7:00pm on Tuesday 8 July 2025 at the Wyong

Minutes of the Ordinary Meeting Governance and Finance Committee of Council (cont'd)

Administration Building.

The Meeting concluded at 8.24pm.

UNCONFIRMED

Minutes of the Ordinary Meeting Governance and Finance Committee of Council (cont'd)

UNCONFIRMED

Item No: 3.4
Title: Community and Culture Committee - Minutes and Recommendations - May 2025
Department: Community and Recreation Services



27 May 2025 Ordinary Council Meeting

Reference: F2025/00016 - D16838574

Executive: Melanie Smith, Director Community and Recreation Services

Recommendation

That Council:

- 1 Receives and notes the minutes of the Community and Culture Committee meeting held in May 2025.***
- 2 Adopts the recommendations of the Community and Culture Committee in resolutions CCC1/25, CCC3/25, CCC4/25, CCC5/25, CCC6/25, CCC7/25, CCC8/25, and CCC9/25 as detailed in this report.***

Report purpose

To provide minutes of the Community and Culture Committee meeting, and submit the Committee's recommendations to Council for determination.

Executive Summary

The Community and Culture Committee met on 13 May 2025. Minutes of the meeting are provided for the information of Council. Recommendations of the Committee are submitted for Council's determination.

Report

Committee Minutes

Minutes of the Committee meeting held on 13 May 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.

3.4 Community and Culture Committee - Minutes and Recommendations - May 2025 (cont'd)

Committee Recommendations

The Community and Culture Committee business papers are available on Council's website.
[Agendas and Minutes : Central Coast Council](#)

The following Committee recommendations of resolutions CCC1/25, CCC3/25, CCC4/25, CCC5/25, CCC6/25, CCC7/25, CCC8/25, and CCC9/25 are submitted to Council for determination.

Item 1.3 - Art Collection and Art Purchases Policies - For Revocation

CCC1/25

That the Committee recommends to Council:

- 1 *That the Art Collection Policy be revoked (Attachment 1).*
- 2 *That the Policy for Art Purchases be revoked (Attachment 2).*

Item 1.5 - Draft Public Art Policy and Plan - For Public Exhibition

CCC3/25

That the Committee recommends to Council:

- 1 *That the draft Public Art Policy Attachment 1 be placed on public exhibition for a period of 28 days with a further report to be presented after the public exhibition period.*
- 2 *That the draft Central Coast Public Art Plan (Attachment 2) be placed on public exhibition for a period of 28 days with a further report to be presented after the public exhibition period.*

Item 1.6 - Draft Busking Policy - For Adoption

CCC4/25

That the Committee:

- 1 *Supports the draft Busking Policy, as set out in Attachment 1 to this report.*
- 2 *Refers the draft policy to Council for adoption, noting that as this Policy does not represent a significant change to existing service delivery or community impact, public exhibition is not required.*

3.4 Community and Culture Committee - Minutes and Recommendations - May 2025 (cont'd)

Item 1.7 - Draft Flag and Street Banner Policy - For Adoption

CCC5/25

That the Committee:

- 1 Supports the draft Flag and Street Banner Policy, as set out in Attachment 1 to this report.*
- 2 Refers the draft policy to Council for adoption, noting that as this Policy does not represent a significant change to existing service delivery or community impact, public exhibition is not required.*
- 3 Recommends to Council that the existing Flying of Flags Policy be revoked, as it has been consolidated into the Flag and Street Banner Policy.*

Item 1.8 - Draft Central Coast Council Leisure and Aquatic Strategy 2025-2035 - For Public Exhibition

CCC6/25

That the Committee:

- 1 Supports the draft Central Coast Council Leisure and Aquatic Strategy 2025-2035 as set out in Attachment 1 to this report.*
- 2 Recommends to Council that the draft Central Coast Council Leisure and Aquatic Strategy 2025-2035, as set out in Attachment 1 to this report, be placed on public exhibition for a period of 28 days.*
- 3 Notes that following the exhibition period, a report will be presented to Council on the outcome of the exhibition seeking Council's adoption of the Central Coast Council Leisure and Aquatic Strategy 2025-2035.*

Item 1.9 - Draft Memorandum of Understanding - Central Coast Council and University of Newcastle

CCC1/25

That the Committee recommends to Council that the Chief Executive Officer formalise the draft Memorandum of Understanding between Central Coast Council and University of Newcastle Attachment.

!

3.4 Community and Culture Committee - Minutes and Recommendations - May 2025 (cont'd)

Item 1.10 - Memorials, Naming of Council Facilities and Donations of Park Furniture and Trees Policy - For Revocation

CCC2/25

That the Committee:

- 1 *Recommends to Council that the existing Policy for Memorials, Naming of Council Facilities and Donations of Park Furniture and Trees be revoked.*
- 2 *Supports the direction of all applications for memorial placements to the Cemetery Section of Council for consideration under the Community Memorial Tree Program and to include a Natural Tree Planting Program.*

Item 1.11 - Draft Roadside Tributes Policy - For Public Exhibition

CCC3/25

That the Committee:

- 1 *Supports the draft Roadside Tribute Policy, as set out in Attachment 1 to this report, for placement on public exhibition for a period of 28 days.*
- 2 *Recommends to Council that the draft Roadside Tribute Policy, as set out in Attachment 1 to this report, be placed on public exhibition for a period of 28 days.*
- 3 *Notes that following the exhibition period, a report will be presented to Council on the outcome of the exhibition seeking Council's adoption of the Roadside Tribute Policy*

Financial Considerations

Financial Year (FY) Implications.

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

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 - Community and Culture Committee - 13 May 2025 D16829783



Central Coast Council

Community & Culture Committee

Held in the Function Room
2 Hely Street, Wyong

13 May 2025

MINUTES

Attendance

Members

Cr Margot Castles, Chairperson	Present
Cr Trent McWaide, Deputy Chairperson	Apology
Cr Kyle Daniels, Member	Present
Cr John McNamara, Member	Present
Cr Sharon Walsh, Member	Present
Cr Kyle MacGregor, Member	Present
Cr Jane Smith, Member (Alternate)	Present

Status

Staff

Mel Smith, Director Community and Recreation Services	Present
Beth Burgess, Unit Manager Community and Cultures	Present
Brett Sherar, Unit Manager Open Space and Recreation	Present
Phil Cantillon, Unit Manager Leisure Beach Safety and Community Facilities	Present
Jeanette Williams, Unit Manager Engineering Services	Present
Stephanie Prouse, Section Manager, Councillor and Democratic Services	Present
Briony Stiles, Team Lead, Civic Support	Present
Kylie Blakely, Civic Support Officer	Present

Status

The Chairperson, Councillor Margot Castles, declared the meeting open at 5:26pm

Minutes of the Community & Culture Committee Meeting of Council (cont'd)

REPORTS

1.1 Introduction: Welcome, Acknowledgement of Country, and Apologies

5:27pm

The Chair read an Acknowledgement of Country statement.

1.2 Disclosures of Interest

5:29pm

Cr Smith declared her association with The Edogowa Sister City program, though no conflict.

THAT THE ORDER OF BUSINESS BE CHANGED SO ITEMS 1.3 Art Collection and Art Purchases Policies - For Revocation AND ITEMS 1.5 Draft Public Art Policy and Plan - For Public Exhibition BE BROUGHT FORWARD AND DEALT WITH CONCURRENTLY, WAS *MOVED* by Councillor MACGREGOR and *SECONDED* by Councillor MCNAMARA:

1.3 Art Collection and Art Purchases Policies - For Revocation

5:30pm

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

CCC1/25

That the Committee recommends to Council:

- 1 *That the Art Collection Policy be revoked (Attachment 1).***
- 2 *That the Policy for Art Purchases be revoked (Attachment 2).***

CARRIED

FOR: UNANIMOUS

Minutes of the Community & Culture Committee Meeting of Council (cont'd)

1.4 Central Coast Affordable and Alternative Housing Strategy Update

5:46pm

A MOTION was *MOVED* by Councillor MCNAMARA and *SECONDED* by Councillor SMITH:
CCC2/25

That the Committee:

- 1 Notes the update report on the Central Coast Affordable and Alternative Housing Strategy.***
- 2 Receives bi-monthly reports regarding the targets of the Affordable and Alternative housing strategy.***

CARRIED

FOR: UNANIMOUS

1.5 Draft Public Art Policy and Plan - For Public Exhibition

5:32pm

Unit Manger Community and Culture spoke to the Draft Public Art Policy and Plan for Public Exhibition Presentation.

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

CCC3/25

That the Committee recommends to Council:

- 1 That the draft Public Art Policy Attachment 1 be placed on public exhibition for a period of 28 days with a further report to be presented after the public exhibition period.***
- 2 That the draft Central Coast Public Art Plan (Attachment 2) be placed on public exhibition for a period of 28 days with a further report to be presented after the public exhibition period.***

CARRIED

FOR: UNANIMOUS

1.6 Draft Busking Policy - For Adoption

5:57pm

A MOTION was *MOVED* by Councillor MCNAMARA and *SECONDED* by Councillor DANIELS:

CCC4/25

That the Committee:

- 1 Supports the draft Busking Policy, as set out in Attachment 1 to this report.***

Minutes of the Community & Culture Committee Meeting of Council (cont'd)

- 2 ***Refers the draft policy to Council for adoption, noting that as this Policy does not represent a significant change to existing service delivery or community impact, public exhibition is not required.***

CARRIED

FOR: UNANIMOUS

1.7 Draft Flag and Street Banner Policy - For Adoption

5:58pm

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

CCC5/25

That the Committee:

- 1 ***Supports the draft Flag and Street Banner Policy, as set out in Attachment 1 to this report.***
- 2 ***Refers the draft policy to Council for adoption, noting that as this Policy does not represent a significant change to existing service delivery or community impact, public exhibition is not required.***
- 3 ***Recommends to Council that the existing Flying of Flags Policy be revoked, as it has been consolidated into the Flag and Street Banner Policy.***

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

FOR: CRS WALSH, SMITH, CASTLES, DANIELS AND MCNAMARA

AGAINST: CR MACGREGOR

1.8 Draft Central Coast Council Leisure and Aquatic Strategy 2025-2035 - For Public Exhibition

6:02pm

Unit Manager Leisure, Beach Safety and Community Facilities spoke to the presentation.

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

CCC6/25

That the Committee:

- 1 ***Supports the draft Central Coast Council Leisure and Aquatic Strategy 2025-2035 as set out in Attachment 1 to this report.***
- 2 ***Recommends to Council that the draft Central Coast Council Leisure and Aquatic Strategy 2025-2035, as set out in Attachment 1 to this report, be placed on***

Minutes of the Community & Culture Committee Meeting of Council (cont'd)

public exhibition for a period of 28 days.

- 3** *Notes that following the exhibition period, a report will be presented to Council on the outcome of the exhibition seeking Council's adoption of the Central Coast Council Leisure and Aquatic Strategy 2025-2035.*

CARRIED

FOR: UNANIMOUS

1.9 Draft Memorandum of Understanding - Central Coast Council and University of Newcastle

6:22 pm

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

CCC7/25

That the Committee recommends to Council that the Chief Executive Officer formalise the draft Memorandum of Understanding between Central Coast Council and University of Newcastle Attachment.

CARRIED

FOR: UNANIMOUS

1.10 Memorials, Naming of Council Facilities and Donations of Park Furniture and Trees Policy - For Revocation

6:22 pm

Unit Manager Open Space and Recreation spoke to the presentation.

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

CCC8/25

That the Committee:

- 1** *Recommends to Council that the existing Policy for Memorials, Naming of Council Facilities and Donations of Park Furniture and Trees be revoked.*
- 2** *Supports the direction of all applications for memorial placements to the Cemetery Section of Council for consideration under the Community Memorial Tree Program and Natural Tree Program.*

CARRIED

FOR: UNANIMOUS

Minutes of the Community & Culture Committee Meeting of Council (cont'd)

1.11 Draft Roadside Tributes Policy - For Public Exhibition

6:39 pm

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

CCC9/25***That the Committee:***

- 1** ***Supports the draft Roadside Tribute Policy, as set out in Attachment 1 to this report, for placement on public exhibition for a period of 28 days.***
- 2** ***Recommends to Council that the draft Roadside Tribute Policy, as set out in Attachment 1 to this report, be placed on public exhibition for a period of 28 days.***
- 3** ***Notes that following the exhibition period, a report will be presented to Council on the outcome of the exhibition seeking Council's adoption of the Roadside Tribute Policy.***

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

FOR: CRS WALSH, SMITH, CASTLES, MACGREGOR AND MCNAMARA

AGAINST: DANIELS

The next meeting is to be held at 5:00pm on Tuesday 8 July 2025 at the Wyong Administration Building.

The Meeting concluded at 6:46pm.

Item No: 4.1
Title: Q3 (March 2025) Operational Plan and Budget Review
Department: Corporate Services



27 May 2025 Ordinary Council Meeting

Reference: F2024/00101 - D16838462
Author: Vivienne Louie, Senior Financial Project Coordinator Finance
Sharon McLaren, Section Manager Corporate Planning and Reporting
Manager: Emma Galea, Chief Financial Officer
Nicole Jenkins, Executive Officer Performance and Communications
Executive: Marissa Racomelara, Director Corporate Services

Recommendation

That Council:

- 1 *Adopts the Q3 (March 2025) Quarterly Operational Plan and Budget Review as outlined in this report and Attachments to this report.***
- 2 *Adopts the changes to the 2024-25 capital works program in Attachment 3 and notes the impact of these changes on the indicative program in the outer years.***
- 3 *Notes that the subject of this report will be presented to the Audit, Risk and Improvement Committee at their meeting on 5 June 2025, for the Committee's information.***

Report purpose

To report on Council's performance as measured against the organisation's Operational Plan for 2024-25 financial year and to propose adjustments required in regard to actions and budgets, to reflect the projected actions and projects delivery, and financial position, as at 30 June 2025.

Executive Summary

The preliminary report on Q3 (March 2025) Quarterly Operational Plan and Budget Review was considered by the Governance and Finance Committee at their meeting on 13 May 2025.

The Committee resolved that:

- 1 Receives and notes the preliminary Q3 (March 2025) Quarterly Operational Plan and Budget Review as outlined in this report and Attachments to this report.*
- 2 Receives and notes the changes to the 2024-25 capital works program (Attachment 3) and notes the impact of these changes on the indicative program in the outer years.*
- 3 Notes that the subject of this report will be presented to the Council meeting in May for further consideration.*

Subsequent to the Committee's meeting, a Councillor workshop regarding the report was held on 20 May 2025. This report reflects the outcome of the Councillor Workshop.

Operational Plan Progress

Overall performance against the 107 Operational Plan actions and indicators at the end of Q3 shows:

- 14 are Completed;
- 74 are On Track for delivery by the end of the financial year;
- 11 are Delayed;
- 1 is On Hold; and
- 7 have been closed.

Financial Performance

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

The Responsible Accounting Officer has revised Council's income and expenditure for the 2024-25 financial year and recommends revising estimates in line with Council's financial performance as at the end of March 2025, and as projected for the remainder of the financial year.

The 'Q3 Budget Review Statement' (Attachment 2) recommends budget adjustments that result in an improved projected operating result for the 2024-25 financial year, on a consolidated basis.

Excluding the budgeted operating surplus for Water and Sewer, the budgeted operating surplus (excluding capital grants and contributions) will move to \$24.5M after the proposed Q3 adjustments.

Including Water and Sewer Funds, the proposed Q3 adjustments will move the consolidated 2024-25 budgeted operating surplus (excluding capital grants and contributions) from \$19.1M (\$10.7M original budget) to a budgeted operating surplus of \$37.9M. This includes the budgeted Water and Sewer Funds operating surplus after Q3, of \$13.4M.

Including capital grants and contributions, the budgeted operating surplus will move from \$146.8M (\$120.3M Original budget) to a \$174.5M surplus.

These amounts are based on the amortisation of rates and annual charges income across the financial year, consistent with Council's monthly reporting. Council's monthly reports are prepared on this basis to assist Council and management in monitoring the organisation's financial performance across the year.

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

More information and details of progress and financial performance are provided in the 'Q3 Budget Review Statement', in the Quarterly Budget Review Statement section (Attachment 2).

There is no overall change to the total capital works program proposed for Q3 and the revised 2024-25 full year capital works program remains at \$316.5M.

For detailed information on the proposed Q3 budget changes and changes to amounts in the 2025-26 to 2027-28 program, refer to (Attachment 3) – '2024-25 Q3 updated - Four Year Works Program 2024-25 to 2027-28'.

Background

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

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

These reports are presented in the necessary format (Attachments 1 and 2) and meet relevant legislative requirements.

Report

Operational Plan Actions and Indicators

The table below is a summary of the overall progress on the actions and indicators for Q3. The information contained in (Attachment 1) includes specific details of progress.

Theme:	Belonging	Smart	Green	Responsible	Liveable	Total
Completed	2	2	2	3	5	14
On Track	18	3	10	30	13	74
Delayed	0	0	1	6	4	11
Scheduled	0	0	0	0	0	0
On Hold	0	0	0	1	0	1
Closed	0	5	0	1	1	7
Total	20	10	13	41	23	107

Note: The number of actions and indicators increased from 106 in Q2 to 107 in Q3, due to multiple actions being closed and replaced with one new consolidated action, as resolved at the ordinary Council meeting 25 February 2025.

Financial Performance

As at the end of Q3 Council has a consolidated net operating surplus of \$26.3M, before capital income, which is favourable to budget by \$20.6M and a net operating surplus including capital income of \$122.8M, which is favourable to budget by \$36.8M. These results reflect the amortisation of annual rates and charges. Variance detail analysis were included in the Monthly Finance Report March 2025 submitted to Council at its Ordinary Meeting on 29 April 2025.

Table 1 - Consolidated Operating Statement March 2025

Consolidated

Operating Statement

March 2025

Central Coast Council

	2023-24 Actuals	Original Budget	FULL YEAR Budget	YTD Budget	YTD Actuals	YTD Variance (excluding commitments)	YTD Variance (excluding commitments)	Proposed Changes	Proposed Budget After
	\$'000	\$'000		\$'000	\$'000	\$'000	%	Q3 \$'000	Q3 \$'000
Operating Income									
Rates and Annual Charges	421,528	460,606	461,731	343,992	343,264	(728)	0%	(1,074)	460,657
User Charges and Fees	169,410	170,284	176,864	121,661	121,842	181	0%	1,781	178,644
Other Revenue	24,155	15,532	17,710	9,293	12,728	3,435	37%	2,230	19,940
Interest	38,249	26,022	28,926	20,375	24,099	3,723	18%	15,355	44,280
Grants and Contributions	52,810	44,668	51,947	21,514	21,449	(65)	0%	2,152	54,099
Gain on Disposal	3,084	-	590	590	946	356	60%	356	946
Other Income	10,306	10,462	10,719	8,043	8,765	722	9%	219	10,937
Internal Revenue	57,120	56,950	66,743	48,713	45,214	(3,498)	7%	(2,220)	64,523
Total Income attributable to Operations	776,662	784,524	815,229	574,181	578,307	4,125	1%	18,798	834,027
Operating Expenses									
Employee Costs	194,560	217,710	218,821	159,734	157,985	1,749	1%	(269)	218,551
Borrowing Costs	12,466	12,010	12,664	5,929	5,797	132	2%	-	12,664
Materials and Services	229,244	245,138	244,324	173,484	162,168	11,316	7%	4,816	249,139
Depreciation and Amortisation	197,293	202,942	210,225	156,894	157,105	(211)	0%	-	210,225
Other Expenses	43,096	47,217	51,026	30,115	29,411	704	2%	(1,816)	49,209
Loss on Disposal	11,911	-	1,446	1,422	1,935	(513)	36%	484	1,930
Internal Expenses	49,488	48,807	57,663	40,959	37,642	3,317	8%	(3,282)	54,381
Overheads	(0)	-	-	(0)	(0)	(0)	100%	-	-
Total Expenses attributable to Operations	738,060	773,823	796,168	568,536	552,043	16,493	3%	(67)	796,101
Operating Result after Overheads and before Capital Amounts	38,602	10,701	19,061	5,645	26,264	20,619	365%	18,865	37,926
Capital Grants	63,325	85,684	72,042	30,893	40,974	10,080	33%	2,637	74,678
Capital Contributions	43,842	23,908	55,733	49,455	55,538	6,083	12%	6,194	61,926
Grants and Contributions Capital Received	107,167	109,592	127,774	80,349	96,512	16,163	20%	8,830	136,605
Net Operating Result	145,769	120,293	146,835	85,994	122,776	36,782	43%	27,696	174,531

NB: Figures are subject to rounding.

It is noted that as part of the Q3 Budget review process, the phasing of planned income and expenditure has been reviewed to ensure changes to projections required to reflect Budget trend are captured in a timely manner.

As at Q3, Council's overall performance was better than Budget as financial discipline continues to be applied to all expenditure and trends are monitored. Actual financial performance as at 31 March 2025, combined with forecasted deliverables and associated income, have been considered when revising projections as part of the Q3 quarterly budget review process.

Capital Works

Actual Q3 YTD capital expenditure is \$185.4M against the Q3 YTD budget of \$192.9M and a 2024-25 FY budget of \$316.5M.

Financial Performance Benchmarks

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

Table 2 – Financial Performance Benchmarks – March 2025

Financial Performance Ratio	Industry Benchmark	Original Budget	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	✓
Building and Infrastructure Renewals Ratio	100%	138%	126%	
Asset 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 Building and 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 captured 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.

After the Q3 proposed budget adjustments the Operating Performance Ratio and the Building and Infrastructure Renewals Ratio remain above benchmark at 5.5% and 156% respectively.

Restricted Funds

A summary of restricted and unrestricted funds as end of Q3 is as follows:

Table 3 – Restricted Funds March 2025

Fund	General Fund (\$'000)	Drainage Fund (\$'000)	General Fund Consolidated with Drainage Fund (\$'000)	Domestic Waste Fund (\$'000)	Water and Sewer Fund (\$'000)
External Restricted Cash	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
Unrestricted Cash	114,685	(34,500)	80,185		
Total Cash	501,835	5,684	507,519	118,743	229,298

Proposed Q3 Review Changes to Operational Plan Actions and Budget

Proposed Budget Adjustments

Council's financial focus continues to be on delivering planned outcomes whilst maintaining expenditure and raising additional income. All operating revenue and expenditure budgets, and actual performance have been reviewed as at the end of March 2025, and where applicable the budget changes are proposed to ensure that the forecasted results are aligned with the likely end of year operating results.

Regarding income, budgets have been adjusted to reflect trend up to the end of March 2025.

Included in the proposed budget changes is increased investment in the following activities or outcomes:

- Additional roadside vegetation management - \$0.2M
- Additional heavy patching - \$0.4M
- Increase in line marking for roads west of the M1 - \$0.2M
- Trial of artificial intelligence (AI) technology for road pavement defect detection- \$0.2M
- Digital transformation strategy staged implementation - \$1.5M
- Additional Holiday Park amenities maintenance - \$0.2M.

The proposed Q3 adjustments also include additional allocation to expenditure that has exceeded or is projected to exceed the current budgeted amount. These adjustments include:

- Increase in legal expenses due to higher than anticipated litigated matters - \$0.7M
- Increase in cost of workers compensation claims - \$0.9M

The proposed Q3 adjustments include reductions where cost savings were achieved, or actions have been delayed. Where required, these budget reductions have been reallocated to actions towards achieving the same or related outcomes or objective:

- Decrease in events budget due to the delay in the finalisation of the Draft Events Strategy resulting in marketing and other identified actions to be delayed. The delayed actions are aimed at expanding and improving future events - \$0.1M
- Decrease in town centres cleaning budget due to lower than budgeted contract rates - \$0.4. This was partially offset by an increase in the budget for security and monitoring -0.2M
- Decrease in decorative street lighting and replacement of LED lights budget due vendor delays. This work has been budgeted in 2025-26 - \$0.3M
- Decrease in consultants' budget for the Integrated Transport Strategy as this is now being undertaken by Transport for NSW - \$0.2M.

More details on the proposed budget adjustments are provided in (Attachment 2).

Capital Works Program

There is no change to the total capital expenditure budget for 2024-25. However, there are changes to amounts allocated to specific projects in 2024-25 and in the next three years. The proposed changes in the outer years will be reflected in the 2025-26 Operational Plan, and other relevant Integrated Planning and Reporting documents when submitted to Council for adoption in June 2025, after public exhibition.

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

Table 4 – Capital Expenditure changes by type

Q3 Change Type	2024-25 Q3 Change \$'000	2025-26 Financial Year \$'000	2026-27 Financial Year \$'000	2027-28 Financial Year \$'000
Change in budget due to tender / quote / completion	1,262	(252)		(1,775)
Change in budget due to scope change	65	1,960	(2,000)	
Change in timing of project	(2,847)	2,093	(1,041)	360
New Project for emergency rectification works	3,625			
Project continuing from prior year	120			
Project cancelled or placed on hold	(485)	260		
Reallocation of budget within program of works	(1,740)	(29)	425	
Grand Total	(0)	4,031	(2,616)	(1,415)

NB: Figures are subject to rounding.

Stakeholder Engagement

The preliminary report on Q3 (March 2025) Quarterly Operational Plan and Budget Review was considered by the Governance and Finance Committee at their meeting on 13 May 2025. A Councillor workshop regarding the report was held on 20 May 2025.

This report will also be referred to the Audit Risk and Improvement Committee for review and feedback at its next meeting on 5 June 2025. Subject to the feedback of the Committee, this report and Attachments to the report will be forwarded to the Deputy Secretary for Local Government, in line with reporting requirements under the Performance Improvement Order, and for their concurrence.

Financial Considerations

Financial Year (FY) Implications.

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

The proposed Q3 adjustments will move the consolidated 2024-25 budgeted operating surplus (excluding capital grants and contributions) from \$19.1M to \$37.9M.

There is no overall proposed Q3 capital expenditure budget adjustment and the 2024-25 full year capital works program will remain at of \$316.5M.

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

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

The proposed Q3 changes do not have an adverse impact on Council's financial performance or position.

The Draft Operational Plan 2025-26 and the draft Long Term Financial Plan 2025-2035 are currently on public exhibition. During the public exhibition period, if an adjustment is required to the 2025-26 budget or future years, based on the latest information available and any changes to financial performance, these changes will be presented to Council at the 23 June 2025 Council meeting.

More information is provided in the 'Q3 Business Report' (Attachment 2).

Link to Community Strategic Plan

Theme 4: Responsible

Goal E: Environmental resources for the future

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

Risk Management

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

Critical Dates or Timeframes

Sub-clause 203(1) of the *Local Government (General) Regulation 2021* requires a Council's Responsible Accounting Officer to prepare and submit a Quarterly Budget Review Statement to Council within two months of the end of each quarter (excluding June). For Q3 this is due by 31 May 2025.

Attachments

1	2024-25 Q3 Business Report - Delivery Program and Operational Plan Progress	Provided Under Separate Cover	D16823634
2	2024-25 Q3 Budget Review Statement	Provided Under Separate Cover	D16827754
3	2024-25 Q3 Updated - Four Year Works Program 2024-25 to 2027-28	Provided Under Separate Cover	D16825890

Item No: 4.2
Title: Community Land Plan of Management 2025 - for Adoption
Department: Environment and Planning



27 May 2025 Ordinary Council Meeting

Reference: F2024/00178 - D16803157
Author: Chris Barrett, Commercial Property Manager Commercial Property
Manager: Bill Ignatiadis, Unit Manager Commercial Property and Business Enterprise
Executive: Shannon Turkington, Acting Director Environment and Planning

Recommendation

That Council:

- 1** *Notes that, after a program of early engagement with community representatives and internal stakeholders, a draft update of the Central Coast Community Land Plan of Management 2023 (the Community Land POM) was placed on public exhibition from 24 September 2024 to 25 November 2024 (a period of at least 28 days) as required under the provisions of Chapter 6 of the Local Government Act.*
- 2** *Further notes:*
 - a)** *34 written submissions about the draft update were received during the exhibition period and were considered in preparing and finalising the update for adoption by Council.*
 - b)** *feedback via written submissions has been documented in a Community Consultation Outcomes Summary which is included with this report at Attachment 1.*
 - c)** *all lots in the draft update were able to be commented on at public hearings conducted by an independent person at Wyong (14 November) and Wamberal (18 November) and Gosford (21 November).*
 - d)** *feedback via public hearings is recorded in the public hearing report that is published on Council's website and summarised in the body of this report.*
- 3** *Acknowledges and thanks Central Coast residents and community organisations for their interest in the future management of community land as demonstrated via the early engagement program and the formal consultation processes.*

- 4** *Notes minor editorial amendments that have been made for consistency in the operative provisions of the Community Land POM and also minor changes that have been made for clarity to the associated schedule of maps and considers that these amendments are not substantial.*
- 5** *Adopts the updated POM as included with this report at Attachment 2 (Operative Provisions) and Attachment 3 (Schedule of Included Land) and Attachment 4 (Schedule of Maps).*
- 6** *Designates the updated POM as the 2025 Central Coast Community Land Plan of Management.*
- 7** *Revokes the 2023 Central Coast Community Land Plan of Management.*
- 8** *Gives notice that the 2025 Central Coast Community Land Plan of Management will take effect on 17 June 2025, which is 21 days after the date of this meeting.*

Report purpose

The purpose of this report is to:

- Document the extent of community consultation that has taken place in the preparation, public exhibition, and finalisation of an update of the Central Coast Community Land Plan of Management 2023 (the Community Land POM);
- Demonstrate that the requirements of the *Local Government Act 1993*(LG Act) have been met;
- Report on how matters raised during the formal consultation have been addressed in the finalised update;
- Note that amendments made on account of matters raised during the formal consultation are not considered to be substantial; and
- Recommend that the update as finalised be adopted in the form of a revised area-wide community land plan of management.

Executive Summary

In accordance with the provisions of Chapter 6 Part 2 (Public land) of the LG Act, an area-wide plan of management for Council community land (the Community Land POM) was prepared, exhibited and adopted after extensive community consultation in April 2023.

The POM provides a single source of reference to manage the vast majority of Council community land on the Central Coast.

The Community Land POM does not apply to Council operational land and it does not apply to Crown land that is managed by Council.

Since the Community Land POM came into effect, over 160 additional lots of Council-owned land have been reclassified as community land or have been newly acquired or have been identified through initiatives as suitable for inclusion in the Community Land POM.

In addition, through a program of early engagement with community stakeholders in the first quarter of calendar 2024, a review was conducted of more than 200 lots that were already included in the Community Land POM. The purpose of the review was to establish whether the existing categorisation of these lots was appropriate or should be changed.

As a result of the review, 110 lots in the Community Land POM are proposed to be recategorized. The assistance of community and stakeholder engagement in conducting the review is greatly appreciated.

Following the identification of lots to be added and/or recategorised, the draft update was placed on public exhibition and public hearings were conducted in accordance with the requirements of the LG Act. The outcomes of the formal consultation process are summarised in this report and the adoption of the finalised update is recommended.

A total of 2472 lots of Council-owned community land will be included in the updated POM, which will be more comprehensive and more reflective of community feedback.

It is to be known as the 2025 Central Coast Community Land Plan of Management.

Background

There are over 2500 lots of Council-owned community land on the Central Coast. In addition, Council owns or controls over 3000 other lots of land which includes a mix of Council-owned operational land, Crown reserve land and other Government-owned land.

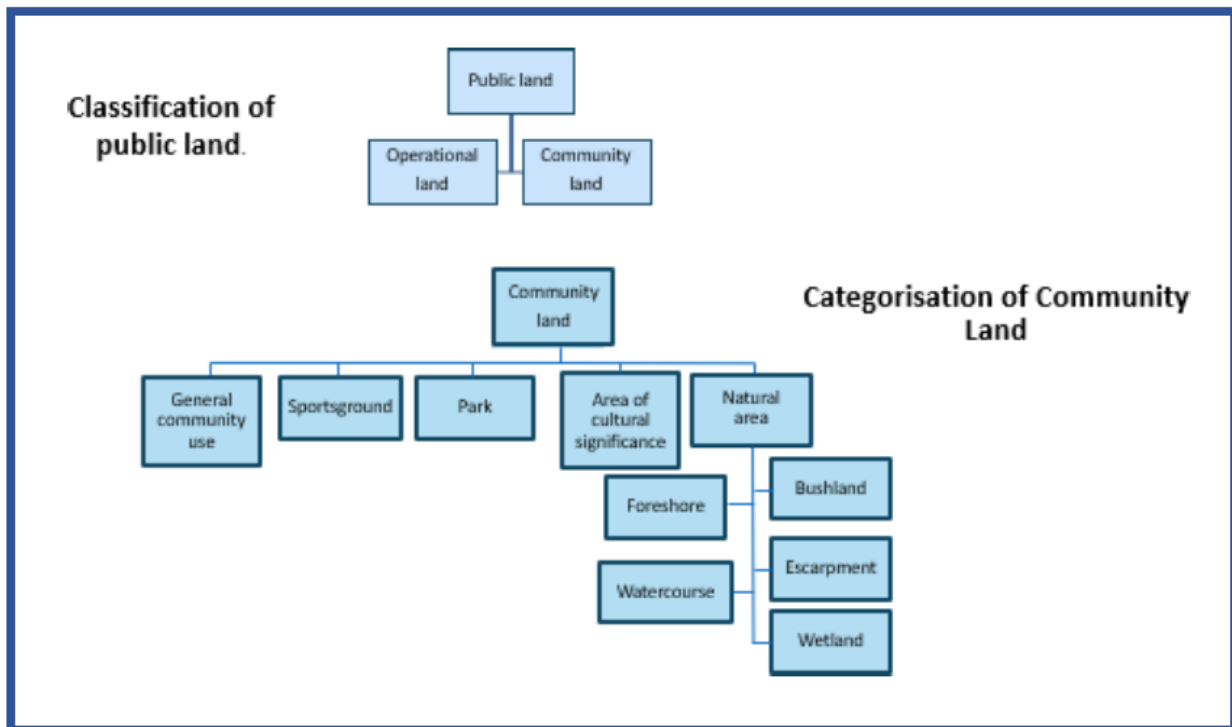
Council is required to classify public land that it owns as either community land or operational land (see Figure 1 on next page). Community land cannot be sold and must be managed in accordance with the provisions of Chapter 6 of the LG Act. By contrast, operational land can be bought and sold subject to any public trusts and can be leased out or otherwise occupied as if the land were private land, subject any other relevant legislation.

Community land is categorised according to its core land management objectives. There are five (5) different categories: Natural Area, Park, Sportsground, General Community Use and Area of Cultural Significance. Natural Area land can be further sub-categorised as Bushland, Escarpment, Wetland, Watercourse, or Foreshore.

The categorisation of community land and the way in which community land can be managed and used is recorded via a plan of management (POM for short). POMs facilitate the use of Council community land by the public and the issue of leases and licences over community land. Also, development on community land must be consistent with the provisions of the relevant POM.

A summary of the classification and categorisation processes is shown in Figure 1.

Figure 1: Public land classification and categories of community land



Current Status

POMs can be either site-specific or generic in nature. For the Central Coast, a comprehensive area-wide POM for Council-owned community land (the Community Land POM) was publicly exhibited and adopted in the first half of 2023. The 2023 Community Land POM provides a single source of reference for management of most Council-owned community land across the Central Coast.

Around 2300 lots are included in the 2023 Community Land POM and a small number of community land lots are included in other area-specific POMs such as the Grahame Park POM and the Kincumba Mountain POM which are retained for legal or other reasons.

Pre-consultation processes

As a preliminary action for the current update, staff reviewed all comments and objections that had been received during the public exhibition period for the Community Land POM in 2023 to identify the lots for which there was an apparent gap between the perceptions of community representatives and the categorisation that had actually been adopted.

In doing so, it was acknowledged that there is an element of qualitative judgement in choosing the most appropriate categorisation and that the categorisations are themselves very general in nature. For example, a bushy park might be a Park or as a Natural Area – Bushland. At a day-to-day level, management of the land may be the same, irrespective of the classification. As another example, an area of waterfront used for informal recreation could be Park or Natural Area-Foreshore. The distinctions are not always clear-cut.

When Council finalised the Community Land POM in April 2023 it was noted that:

"Initial preparations are already in place for the first review of the community land POM, both to incorporate a number of parcels that have been newly acquired and also to revisit the categorisation of a number of pieces of land

"A process of early engagement with community organisations that have provided commentary on particular areas of interest to them is proposed, prior to the preparation of the first update to the Council community land POM. The outcome of such engagement may simply be to reconfirm the categorisation that has already been adopted. Alternatively, it may lead to a review of the existing categorisation".

Substantial progress was made in the first half of 2024 to follow through on the commitment that had been made at the Council meeting when the Community Land POM was adopted in April 2023. This review was facilitated via early engagement with community representatives and other stakeholders.

The early engagement included a substantial pre-consultation exercise. This occurred from January to March 2024 and was followed up by further review by internal stakeholders and preparations of a consolidated list of proposed changes.

Pre-consultation submissions were reviewed in April 2024. For some of these lots, it was evident that recategorisation in whole or part was warranted. For others, it was considered that a change to categorisation was not warranted. In total, 110 of the reviewed lots have been proposed for recategorisation in whole or part.

Via various other initiatives, about 160 other lots have been identified for inclusion in the update. Mostly, this is an outcome of the bulk reclassification from operational land to community land at the beginning of 2024, which affected about 70 lots. Some other recent acquisitions also need to be included. A small number of corrections have been made following a final round of due diligence as some lots had been inadvertently overlooked in 2023 while other lots had been identified as community land but are in fact operational land.

A consolidated list of proposed changes and additions has been prepared.

This Land Schedule formed the centrepiece of the formal community consultation process described below. Mapping of the lots in the Community Land POM update was also undertaken to reflect proposed recategorisations. A schedule of proposed mapping changes was an important part of the supporting materials for the public exhibition process.

Consultation process

Before a POM can be adopted or amended, it must be subject to a formal community consultation process as per Chapter 6 Parts 2 & 3 of the LG Act summarised below:

- The draft POM is placed on public exhibition for at least 28 days
- Members of the public may make submissions in response for at least 42 days
- A report must be prepared to address issues raised in submissions
- If community land is being categorised for the first time, or if community land is being recategorized, a public hearing must be held
- Multiple lots of land may be covered at a single public hearing
- Each public hearing must be presided over by a person independent of Council (not a councillor or employee currently or in the past five years)
- A public hearing report must be prepared and published on the website.

Council at its meeting of 27 August 2024 considered a report on work that had been done to prepare the draft update of the Community Land POM. The report also sought approval to embark on the formal public consultation process. It was resolved as follows:

That Council:

- 324/24 Gives notice of a proposed update to the Community Land Plan of Management (to be known as the Community Land POM Update) in accordance with Chapter 6 of the Local Government Act 1993.*
- 325/24 Notes that outcomes from a program of early engagement with community representatives are incorporated in the Community Land POM Update.*
- 326/24 Resolves to place the Community Land POM Update on public exhibition on or about Monday 23 September for a period of at least 28 days in accordance with Chapter 6 of the Local Government Act 1993.*
- 327/24 Authorises that the relevant schedule of maps showing proposed amendments to the categorisation of land, and proposed inclusions, are also placed on public exhibition.*
- 328/24 Authorises the Chief Executive Officer to make minor adjustments to the Community Land POM Update where required prior to the start of the period of public exhibition.*
- 329/24 Authorises the holding of 3 or more public hearings presided over by an independent person.*
- 330/24 Resolves that a further report be provided to Council that outlines the community feedback received during the exhibition period, provides a summary of the outcomes of the public hearings and outlines any proposed variations to the Community Land POM update after the close of community consultation.*

The schedule for the formal community consultation included the following:

- Public exhibition of the update from Tuesday 24 September 2024 to Monday 25 November 2024 (the public exhibition period was after the Council election).
- 3 (three) public hearings presided over by an independent person.
- Acceptance of written submissions up to Monday 25 November 2024.

The 3 public hearings covered a total of 272 lots. The coverage was split up in approximately equal numbers and took account of where the hearings were held. A suburb-by-suburb list of lots considered at each hearing is shown in 'Table One' below.

Table One: Public hearings – lots considered - suburb-by-suburb listing			
Wyong Hearing		Wamberal Hearing	Gosford Hearing
Bateau Bay	Killarney Vale	Avoca Beach	Blackwall
Berkeley Vale	Lake Haven	Bensville	East Gosford
Blue Haven	Mardi	Copacabana	Green Point
Budgewoi	Noraville	Daleys Point	Kariong
Buff Point	Ourimbah	Davistown	Lisarow
Charmhaven	Summerland Point	Empire Bay	Narara
Chittaway Bay	Tuggerah	Erina	Niagara Park
Doyalson	Tumbi Umbi	Forresters Beach	Pearl Beach
Glenning Valley	Wadalba	Holgate	Point Clare
Gorokan	Warnervale	Killcare	Somersby
Gwandalan	Watanobbi	Macmasters Beach	Springfield
Hamlyn Terrace	Woongarra	Matcham	Umina Beach
Jilliby	Wyong	Terrigal	Woy Woy

Consultation Outcomes


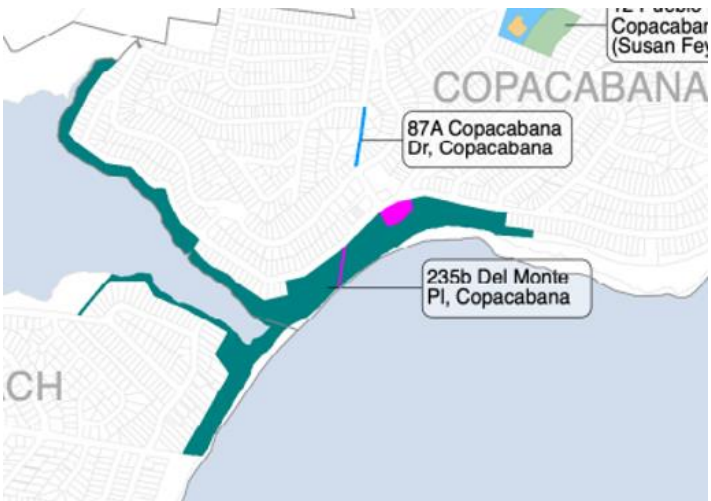
Issues raised in submissions: A total of 34 submissions were received in relation to the draft POM. The submissions were received by email and by the community consultation feedback website (Your Voice Our Coast). The issues raised in submissions are documented in the Community Consultation Outcomes Summary at (Attachment1).

The main site-specific issue raised related to the categorisation of waterfront land at Copacabana Beach. Several submissions, including from the Copacabana Residents Association, were received. The following points are relevant:

- The Copacabana beachfront (including the sand dunes) is community land. It cannot be sold and there is no expectation that this will change.

- There is some development on the beachfront – beach user car parking, a surf club and associated public amenities. These areas are categorised as 'General Community Use'. A part of the finalisation of the update, lot-by-lot mapping of the beachfront is being adjusted & the application of "General Community Use" at Copacabana is being restricted to developed areas. Undisturbed areas show as "Natural Area – Foreshore".

The mapping of the Copacabana Beach lots as clarified via the community consultation process is shown in 'Table Two' below.

Table Two – Clarification of mapping of beachfront lots at Copacabana Lot 116 in DP 25537 & Lot 1 in DP 11982	
Explanation (a, b, c below)	Image
a. Context – aerial view	
b. Extract – schedule of categorisation maps – map of Copacabana	



It is noted that community land lots at Copacabana Beach are the only beachfront lots of community land that have been categorised in whole or part as "General Community Use". However, that simply reflects the fact that most beachfront land on the Central Coast managed by Council is actually Crown land and not Council-owned community land.

Crown land managed by Council is also going through a process of categorisation and this will be catalogued in a forthcoming Crown Land POM. Several areas of beachfront included in the Crown Land POM are likely to be as General Community Use. This includes areas of land at The Entrance, Terrigal, and Ettalong Beach. The approach taken at Copacabana Beach is comparable with the likely categorisation of Crown land at other beaches.

Issues raised in public hearings: As part of the public exhibition process, members of the public were invited to attend public hearings and to provide comment about the proposed categorisation/recategorisation of community land.

A total of 3 hearings were conducted by an independent person and a public hearings report was published on the Council website. This records comments made at the hearings.

The hearings were independently conducted by Mark Mitchell of Micromex Research.

Attendees were also able to raise both site-specific matters and non-site-specific matters pertaining to the Plan of Management and to the management of land generally. Areas of comment included cultural significance, management of endangered flora and fauna, and land management processes generally.

Key comments from the public hearings included the following:

Cultural Significance

- Concerns about consulting Indigenous groups on culturally significant areas and about consulting other councils as to how they deal with areas of cultural significance.
- Need for more recognition for indigenous sites and of land with cultural value.
- Need for more recognition of historical and cultural significance including for European cultural heritage.

Endangered Flora and Fauna

- Comments about how endangered species and habitats are managed and for plans and considerations to cover nearly endangered species.

Process Clarity

- More information about level of maintenance for different categorisations, for example parks or for bushland.
- Suggestions for more plans of management (for example site-specific plans of management for land that has multi-use/categories).
- Issues with website functionality, such as survey links not working.
- Desire for precise terms and transparent definitions for example "foreshore" vs "park" – what is the difference, how can the land be treated differently under each.

No amendments to the operative provisions of the finalised POM have been considered necessary on account of the submissions or the comments made at public hearings. However, some minor editorial changes have been made to correct typographical errors, to remove stylistic inconsistencies and to better express the intent of specific provisions of the POM, for example, in the table of permitted uses for Park and for General Community Use.

None of the proposed changes to be made in response to the consultation process is considered substantial in nature or affects the intent of how the POM is to be applied.

The finalised version of the operative provisions for adoption is at (Attachment 2).

A total of 2472 lots are included in the updated schedule of land which is published at (Attachment 3).

The updated schedule of maps is published at (Attachment 4).

A very substantial number of changes have been made to street addresses on the Central Coast since the time that the 2023 Community Land POM was published. A concordance of previous and updated street addresses for included lots (where these have changed) has been prepared. A small number of legal lot descriptions have also changed, mainly because of boundary changes, also because section details were not included in the previous POM.

More than 660 lots in the updated POM are affected, and the concordance will be helpful for cross-reference purposes. A copy of the Concordance is at (Attachment 5).

After adoption, the final POM documents (text, land schedule, maps, concordance) will be published on the "Plans of management" page of the Central Coast Council website.

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.

Resources to update the Community Land POM were included in Council's adopted budgets for the 2024 and 2025 financial years to meet the costs of engaging external consultancy expertise for the preparation of maps included in the POM and also to assist in placing the draft documents on public exhibition and to conduct the required public hearings.

Link to Community Strategic Plan

Theme 1: Belonging

Goal A: Our community spirit is our strength

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

Risk Management






The preparation of the updated POM is intended to ensure that Council can meet its obligations to ensure that Council community land is managed efficiently and effectively in a manner that meets community expectations.

Endorsing a new POM will minimise any risk that community land is not being used to its full potential consistent with applicable land use controls, while ensuring the preservation of environmental values on community land, which is identified as natural area.

Critical Dates or Timeframes

It is considered desirable that the updated POM should take effect as soon as practicable. Taking account of the need for public notification, and for any necessary administrative actions on account of the update, it is recommended that the date on which the adoption takes effect should be Tuesday 17 June 2025. The amendments included in the updated POM will be incorporated into the next version of the Statutory Land Register, which will be published on the basis of data as at 30 June 2025.

Attachments

1	Community Land POM Update - Community	Provided Under	D16817638
	Consultation Outcomes Summary - Attachment 1	Separate Cover	
2	Community Land POM Update - Operative Provisions	Provided Under	D16817792
	- Reviewed & Finalised For Adoption - Attachment 2	Separate Cover	
3	Community Land POM - Schedule of Included Land -	Provided Under	D16817659
	Finalised For Adoption - Attachment 3	Separate Cover	
4	Community Land POM Update - Schedule of Maps -	Provided Under	D16817667
	Finalised For Adoption - Attachment 4	Separate Cover	
5	Community Land POM Update - Concordance - Old	Provided Under	D16817678
	Street Addresses Vs New Street Addresses - Side by Side - Attachment 5	Separate Cover	



Item No: 4.3
Title: Proposed lease for aviation purposes at Central Coast Airport - outcome of negotiations and next steps
Department: Environment and Planning

27 May 2025 Ordinary Council Meeting

Reference: F2004/06700-002 - D16815316
Author: Chris Barrett, Commercial Property Manager Commercial Property
Manager: Bill Ignatiadis, Unit Manager Commercial Property and Business Enterprise
Executive: Shannon Turkington, Acting Director Environment and Planning

Recommendation

That Council:

- 1 Notes the outcome of the due diligence undertaken as part of negotiations for a lease for aviation purposes over part of Central Coast Airport.***
- 2 Authorises the Chief Executive Officer to conduct an Expression of Interest and negotiate, finalise, and enter into a suitable long-term lease arrangement over part of Central Coast Airport.***
- 3 Requires that, prior to entering into the long-term lease agreement, the Chief Executive Officer provide a briefing to councillors as to proposed lessee and lease terms on a commercial-in-confidence basis for information.***

Report purpose

The purpose of this report is to:

- inform councillors as to the outcome of the due diligence that formed part of the negotiations for a proposed long-term lease over part of Central Coast Airport as authorised at the meeting of Council on 26 November 2024.
- seek authorisation to pursue alternative options to lease out part of the land at Central Coast Airport on a long-term basis for aviation purposes by:
 - (i) conducting a public Expression of Interest (EOI), and
 - (ii) negotiating, finalising, and entering into a suitable leasing arrangement after consultation with councillors.

Executive Summary

Council at its meeting of 26 November 2024 authorised the Chief Executive Officer (CEO) to negotiate, finalise and enter into a long-term lease for a rotating-wing aviation services facility (a helihub) at Central Coast Airport.

The outcome of the due diligence that was undertaken as part of the negotiations is reported on below. The proponent for the helihub, Nighthawks Aviation, has determined not to proceed further and has relocated this business to another state.

Authorisation is sought to pursue alternative options to lease out land at Central Coast Airport on a long-term basis for aviation purposes by:

- (i) conducting a public EOI, and
- (ii) negotiating, finalising and entering into a suitable set of lease arrangement after consultation with councillors.

Background

Central Coast Airport is a general aviation hub that serves both the Central Coast and the wider NSW general aviation market.

A long-term masterplan for the airport has been prepared on the expectation that the Central Coast Airport will become a driver of economic and jobs growth for the Central Coast.

On 12 December 2023 Council resolved:

225/23 That Council:

- 1. Endorses the Draft Central Coast Airport Masterplan (Attachment 1) for public exhibition for not less than 60 days, with removal of reference to the Helicopter Landing Site in Section 1.*
- 2. Seeks feedback on the proposed Porters Creek Wetland stewardship site.*
- 3. Receives a further report in relation to the Airport Masterplan that considers community and aviation sector feedback.*

The draft masterplan was exhibited from 14 December 2023 to 13 February 2024.

Following the exhibition of the draft masterplan, the outcomes of the community consultation were reported on at the meeting of Council on 23 April 2024. It was noted that community consultation had included inviting residents and stakeholders to make a written submission via email, via the online submission form on yourvoiceourcoast.com, or by post. In addition, an interactive map had been developed for community feedback purposes.

4.3 Proposed lease for aviation purposes at Central Coast Airport - outcome of negotiations and next steps (cont'd)

Based on this report, Council resolved on 23 April 2024 as follows:

That Council:

95/24 Notes the feedback and key themes identified during the exhibition of the Draft Central Coast Airport Master Plan.

96/24 Notes that the feedback and key themes identified from the exhibition period will be incorporated into the final draft Central Coast Airport Masterplan.

97/24 Authorises the project team to amend and finalise the draft Central Coast Airport Masterplan and report back to Council with a final draft plan for consideration of adoption.

Meanwhile, aviation sector engagement was undertaken via a confidential market sounding conducted by Colliers Strategic Advisory. The market sounding revealed a range of interest on the part of the aviation sector in regard to the airport. Some businesses were seeking to purchase land, but most businesses were open to long-term leases.

A total of 12 proposals were reviewed by Colliers Strategic Advisory. These were sourced via the 2021 Request for Information (RFI) or via approaches to Council subsequent to that RFI. As well, other prospects in the general aviation sector were tested by Colliers Strategic Advisory, including the operators of other airports in the Greater Metropolitan Region.

The market sounding concluded that the success of Central Coast Airport as a premier aviation hub would depend upon addressing two key challenges – the timeline of tenure and the need for significant upgrades to the runway itself.

Two proposals (Proposal A and Proposal B) involved estimated expenditure of \$5 million to \$10 million and would use of 1 to 2 hectares, depending on availability and configuration.

Proposal A was for a corporate charter, training and tourism-based operation. This would include a mix of both fixed-wing and rotating wing aircraft services. Full delivery of this proposal would be dependent on infrastructure upgrades via the airport masterplan for example sealed taxiway, widened runway.

Proposal B was for a helicopter hub. This means maintenance, storage, training, charter, sales and services business devoted to rotating-wing aircraft. Full delivery of this proposal would not depend on infrastructure upgrades.

Proposal B (the helihub) was put forward by Nighthawks Aviation. Its principal has made repeated approaches to Council since the start of 2023 seeking an indication from Council as to the quantity, timing and cost of airport land that may become available for long-term lease to develop a helicopter hub.

4.3 Proposed lease for aviation purposes at Central Coast Airport - outcome of negotiations and next steps (cont'd)

Further approaches were made by Nighthawks Aviation in October 2024, emphasizing the need for an urgent decision. Again, Nighthawks Aviation requested a long-term lease to develop a substantial and comprehensive helicopter hub. At that time, Nighthawks Aviation indicated that it had been encouraged to consider an alternative base at a major airport in another state. However, Nighthawks Aviation stressed its preference to be located on the Central Coast because the Central Coast is a pivotal location in the East Australian aviation market. Also, Nighthawks Aviation has existing helicopter operations in the area. As well, access to Uncontrolled Airspace is available from Warnervale.

The urgency of the Nighthawks Aviation request meant that Council would need to consider the proposal and conduct due diligence investigations prior to the finalisation of the airport masterplan. In doing so, it was acknowledged that a lease with Nighthawks Aviation would not limit Council's options in relation to the airport masterplan. In particular, the Nighthawks Aviation proposal would not require Council to commit to any runway upgrades or taxiway improvements or any changes in the local environmental plan.

Based on prospective income to Council and economic benefits to the Central Coast, such as investment in infrastructure and people, Council resolved on 26 November 2024 as follows:

That Council:

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.

Report

After the start of negotiations with Nighthawks Aviation over an aviation services lease, Council at its meeting of 25 February 2025 formally adopted the Airport Master Plan Strategic Document and made associated commitments:

554/25 That Council adopts the Airport Master Plan Strategic Document.

555/25 That Council authorises the project team to complete implementation actions of the Master Plan from 1 to 14 proceeding to Gateway 1 of the Airport Master Plan Strategic Document; and

4.3 Proposed lease for aviation purposes at Central Coast Airport - outcome of negotiations and next steps (cont'd)

556/25 That Council seeks a report back to Council at the completion of Gateway 1 for determination of next steps.

Meanwhile, from 26 November 2024 to 29 April 2024, as part of the negotiations with Nighthawks Aviation, Council staff undertook a series of due diligence investigations in relation to the capability of the proponent and associated parties to enter into and deliver on the proposal covered by the proposed long-term lease.

Consideration of the proposal made by Nighthawks Aviation took account of technical, environmental, commercial and governance factors.

Discussions about the need for supporting information were held with the principal of Nighthawks Aviation, Bruce Kennedy. These took place on a non-binding basis prior to consideration of the report by Council in November 2024 and again in December 2024. A face-to-face meeting about the proposed helihub design and the timetable for submission of a development proposal was also held in January 2025.

Written requests for information were issued in late November and early December 2024 and again in early February 2025, at which time statements of support for the proposal were also sought from a business partner nominated by Nighthawks Aviation.

The requested information included past financial statements, evidence of current financial capacity, business referee reports, statements of support from commercial partners and letters of confirmation of appointment as sales and/or service agents from helicopter manufacturers and/or distributors. Evidence of any relevant aviation authority approvals for the helihub was also requested.

Nighthawks Aviation was also strongly encouraged to test the feasibility of its proposal with Council's development assessment services team. A pre-DA lodgement meeting was held with a series of specialist advisory staff and DA processing staff on 5 March 2025, at which time a preliminary concept design prepared by an experienced aviation facilities design firm was presented. Following the meeting, a meeting report was furnished to Nighthawks Aviation and its design advisors about factors relevant to future consideration of a DA.

Council staff undertaking due diligence again reached out to Nighthawks Aviation in April 2025 in order to bring due diligence investigations to a close.

On 29 April 2025 the principal of Nighthawks Aviation advised Council staff in writing as follows: "unfortunately the timing has not worked in our favour...we have been forced to relocate to Melbourne ... there have been a number of factors that influenced this decision".

Post due diligence steps

Following the withdrawal of Nighthawks Aviation, Council staff responsible for the day-to-day management of the airport and for its future development have again reviewed the feasibility of leasing out part of the airport on a long-term basis for a proactive aviation services facility that offers economic benefits to the wider Central Coast region.

4.3 Proposed lease for aviation purposes at Central Coast Airport - outcome of negotiations and next steps (cont'd)

Technical factors include both the compatibility of a rotating wing and/or vertical take-off hub with the broader span of airport operations and with other existing and/or proposed airport occupants. Ongoing advice is that there is no inherent incompatibility between fixed wing activities services and rotating-wing/vertical take-off activities. There are already helicopter-based activities at Central Coast Airport on a day-to-day basis. As well, the airport is used for rotating-wing emergency services purposes during natural disasters.

Governance factors have also been raised. Concerns about making a determination on a significant leasing proposal in advance of the overall masterplan decision have been obviated by Council's decision to adopt the masterplan strategic document in February 2025.

In addition, Council's intentions to lease out land at the airport has been repeatedly signaled through the RFI process conducted in December 2021 and through the draft masterplan public exhibition process that started in December 2023. Council has also made considerable efforts to gauge the level and demand for leasable land, including through the airport sector market sounding in early 2024.

Council has also engaged with a number of potential proponents through the recent market testing process to establish the scale, immediacy and impact of their interest.

During the due diligence period, Council representatives were approached by a number of parties interested in presenting alternative proposals for a long-term lease, should the arrangement with Nighthawks Aviation not ultimately go forward.

While it would be feasible on a technical basis to conduct discussions only with the other party referred to the report to Council last November (Proponent A, which proposed a fixed-wing aviation hub) it is considered to be both commercially prudent and in desirable from the point of view of public accountability to proceed via an open-market (public) EOI. This is discussed further below.

Commercial factors are also an essential consideration. These will need to include:

- The ongoing level of commercial return to Council.
- The certainty of the expected level of return being achieved.
- The financial capacity of the backers of the recommended proposal.
- The spread of activities and their economic and social impact.
- In particular, the certainty of any training and skills development activities and of aviation sales and servicing arrangements needs to be tested with nominated partners.
- The expected timeframes for obtaining development approvals, constructing infrastructure and commencing day-to-day operations.
- Guarantees against non-completion of works or other commercial risks.

4.3 Proposed lease for aviation purposes at Central Coast Airport - outcome of negotiations and next steps (cont'd)

The issues raised will take time to deliver and to ensure that the necessary long-term commercial arrangements can be concluded.

Pursuing options for an aviation services hub at the airport

The due diligence undertaken by Council staff in relation to the Nighthawks Aviation proposal has accompanied by other work to prepare for a long-term lease-out of land.

In particular, there is now a detailed set of lease arrangements suitable for the design, assessment, construction and operation of an active aviation services facility offering both a satisfactory level of commercial return and also regional economic development benefits.

The set of lease arrangements is independent of any particular operator or any particular set of aviation services to be provided. That is, it could work for either fixed-wing hub or a rotating-wing hub or for both. The structure of the agreement is robust, and it directly addresses the logistical and financial issues that need to be managed through the construction period in particular.

The assessment criteria that were prepared in relation to the Nighthawks Aviation proposal are also robust and would be able to be applied to the assessment of proposals that were received via an open-market EOI process.

Finally, the airport masterplan is being progressed towards the point for Gateway 1 determination that was agreed to at the February 2025 meeting of Council. Both environmental and technical factors are being progressively de-risked.

Accordingly, it is considered that Council should proceed via the foreshadowed public EOI process to identify a suitable commercial partner for the development of a substantial aviation services facility at Central Coast Airport.

The following timeframe is put forward for consideration on an indicative basis:

- Commence public EOI process after 1 July 2025.
- Close of EOI submissions by 30 September 2025.
- Determination of provisional preferred leasing partner by 31 October 2025.
- Briefing of Council as to preferred proposal & partner by 30 November 2025.
- Finalisation of leasing arrangements by 1 March 2026.
- Entry into long-term lease by 30 June 2026.

In summary: Land is already available for the purposes of a ground lease, does not rely on further works to be done in order to be used, and is suitable for a range of aviation-related purposes. Leasing it out does not impede decisions about other land at the airport.

4.3 Proposed lease for aviation purposes at Central Coast Airport - outcome of negotiations and next steps (cont'd)

Stakeholder Engagement

Substantial and repeated engagement with both internal and external stakeholders has taken place over the various stages of the development of the long-term airport master plan. This has been accompanied by extensive market testing with aviation sector businesses interested in investing at Central Coast Airport.

Financial Considerations

Financial Year (FY) Implications.

The proposal has revenue 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.

Entering into an aviation services lease with a suitable proponent will accelerate the receipt of additional revenue in respect of the operations of Central Coast Airport, which revenue would be sustained and grow in the medium and long term as the strategic position of the airport leads to periodic uplift in rental receipts.

Link to Community Strategic Plan

Theme 2: Smart

Goal E: Environmental resources for the future

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

Risk Management

A number of prudential and logistical risks have been identified that will need to be addressed. This will be done via appropriate due diligence in advance of finalising lease negotiations. As well, the lease will be appropriately structured. As outlined above, the commercial terms for the proposed lease will include performance milestones and other devices to ensure that Council's legitimate commercial and strategic interests are protected.

Critical Dates or Timeframes

A time frame for the conduct of a public EOI and for entry into a long-term leasing agreement is set out in the body of the report. It is envisaged that this should be completed by the end of FY 2025-26.

Attachments

Nil.

Item No: 4.4
Title: Draft Sportsground Allocation Policy - for Adoption
Department: Community and Recreation Services



27 May 2025 Ordinary Council Meeting

Reference: F2010/00542 - D16740134
Author: Brett Sherar, Unit Manager Open Space and Recreation
Executive: Melanie Smith, Director Community and Recreation Services

Recommendation

That Council adopts the Sportsground Allocation Policy as set out in Attachment 1 of this report.

Report purpose

The purpose of the Sportsground Allocation Policy (the Policy) (Attachment 1) is to establish a fair, consistent, and transparent process for allocating sporting grounds and outdoor sporting facilities. It aims to address growing demand for access to sporting grounds and facilities whilst balancing community needs and competing demands from user groups.

Executive Summary

The Policy is a key tool to ensure sportsgrounds and facilities are occupied by viable, sustainable, and inclusive sporting clubs and providers who promote diversity and inclusivity in sports participation whilst considering suitability and maintenance requirements for efficient ground management.

Report

The Sportsground Allocation Policy was prepared in consultation with staff in Open Space and Recreation, Sport Central Coast and local sporting associations and providers who currently hire Council owned sportsgrounds to conduct their activities.

As community demand for sport and recreation activities continue to grow, Council faces challenges and expectations to accommodate the diverse offerings and needs of sporting groups and the wider community.

The limited availability of sporting grounds, coupled with high demand and the preservation of playing fields underscores a critical need for a comprehensive procedural framework to efficiently manage the increased demand.

Through the implementation of the Sportsground Allocation Procedure (Attachment 2), Council aims to foster a vibrant sporting culture, promote active lifestyles, and enhance community well-being while effectively managing the increasing and competing demands on Council sporting grounds.

Stakeholder Engagement

An invitation was extended to all local sporting associations and providers who hire Council sportsgrounds to conduct their activities to attend Gosford RSL for a meeting and discussion which was chaired by Sport Central Coast. Those who were unable to attend, were offered individual meetings to discuss and provide their feedback. External stakeholders who attended and provided feedback included - Sport Central Coast, Central Coast Football, Rugby League Central Coast, NSW Rugby League, Hunter Central Coast AFL, Cricket NSW, Central Coast Softball, Central Coast Baseball, Central Coast Dog Obedience Training Club, Central Coast United, Gosford Little Athletics, Central Coast Touch Football, Central Coast Christian Football Association, Wyong Athletic Centre, Central Coast Gridiron.

Internal Stakeholders – Governance and staff within the Open Space and Recreation Unit were consulted. Staff also engaged with other Councils who provide similar sport and recreation services to ensure this Policy meets the needs of our sporting community.

Financial Considerations

Financial Year (FY) Implications. **The proposal does not have financial implications for the current year or outer years in the LTFP.**

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

The FY adopted budget includes the impact for this proposal.

There is no cost to Council by approving this policy.

Link to Community Strategic Plan

Theme 1: Belonging

Goal L: Healthy lifestyle for a growing community

L-L1: Promote healthy living and ensure sport, leisure, recreation and aquatic facilities and open spaces are well maintained and activated.



Risk Management

There is no discernible risk to Council or customers as a result of the new policy.

Critical Dates or Timeframes

Nil.

Attachments

1	Draft Sportsground Allocation Policy	Provided Under Separate	D16820636
		Cover	
2	Draft Sportsground Allocation	Provided Under Separate	D16618918
	Procedure	Cover	

Item No: 4.5
Title: Water and Sewer Concessions and Rebate Policy -
for Public Exhibition
Department: Water and Sewer



27 May 2025 Ordinary Council Meeting

Reference: F2017/01400 - D16822495
Author: Marcelo Vieira, Section Manager Community Delivery
Manager: Krystie Bryant, Unit Manager Business Strategy and Performance
Executive: Jamie Loader, Director Water and Sewer

Recommendation

That Council:

- 1 Endorses the draft Water and Sewer Concessions and Rebate Policy for public exhibition.***
- 2 Endorses the revocation of the three (3) previous policies:***
 - a) Connection to Sewerage System Financial Assistance Policy***
 - b) Water Usage Charges Concessions for Home Dialysis Policy***
 - c) Concealed Leaks Policy.***
- 3 Considers a further report on the outcome of the exhibition and adoption of the Water and Sewer Concessions and Rebate Policy.***

Report purpose

Present Council with the draft Water and Sewer Concessions and Rebate Policy.

Executive Summary

A newly developed Water and Sewer Concessions and Rebate Policy is being proposed to replace and consolidate three outdated policies into a singular, centralised approach. The policy has been designed to provide fair and consistent access to financial support in relation to Water and Sewerage services, while also aligning with updated legislation, internal procedures, and Council's current water supply framework.

Background

Council receives applications for concessions for home dialysis, connection to sewage financial assistance and financial assistance in relation to the water leaks. Council wants to ensure that all customers have access to these services regardless of any financial hardship they may be experiencing.

Central Coast Council does not have a centralised policy for the assessment of water-related hardship claims. The previous Wyong Shire Council and Gosford City Council had separate policies: Policy for Water Usage Charge Concession for Home Dialysis, and Policy for Connection to Sewerage System Financial Assistance. Central Coast Council also has a Policy for Concealed Leaks. These three (3) policies are currently overdue for review, presenting an ideal opportunity to implement a consistent and centralised approach to managing water-related concessions and assistance. As part of this process, the policies have been reviewed and consolidated into the newly developed and proposed Water and Sewer Concessions and Rebate Policy.

Report

A review of the former Council policies has been completed and a single policy has been prepared incorporating the major points of each of the current policies. This review has identified some amendments that are necessary to reflect changes in Council's water supply framework, legislative changes and internal processes. These proposed amendments have been marked up in the attached Policy for consideration, with the table below providing further detailed commentary on some specific changes.

Council recognises that there are genuine cases of financial hardship where customers may find it difficult to meet their commitments to pay rates, charges and other fees associated with water usage, and is committed to providing appropriate support for those customers. This policy establishes guidelines for the assessment of these applications, applying the principles of social justice, fairness, integrity, appropriate confidentiality, and compliance with statutory requirements.

This policy will also be placed on public exhibition, with feedback from the community considered and incorporated at the appropriate time.

Reason for proposed amendments

- Deliver on our Water and Sewer Customer Charter Commitments, making it simple and easy for customers to interact with Council.
- Renaming the new policy to Water and Sewer Concessions and Rebate Policy, to prevent confusion with the Hardship and Debt Recovery Policy.
- Paragraph added in clause 1.1 explaining how the policy differs from the Hardship and Debt Recovery Policy.
- The definition of "Medical Treatment" has been added to the policy, specifying the treatments covered.

4.5 Water and Sewer Concessions and Rebate Policy - for Public Exhibition (cont'd)

- Change the word in clause 5 from "loan" to "payment instalment" in accordance with the relevant IPART determination in force at the time.
- Changes to clause 2.2.3 to specify that Council only considers providing a rebate to usage fees, not to service charges.
- Replacing the wording from Water Management Act 2000 to Local Government Act 1993, consistent with recent legislative changes.
- Clause 5.14 has been added to ensure the eligibility criteria align with Council's Hardship Policy.
- Clause 6.6.1 added to highlight that Commercial properties can be given a rebate for sewer wastewater charges if they can prove there was a concealed leak at the property.
- Clause 6.8 amended from "applicants' permanent residence" to "applicants' residence".
- Clause 6.9.2 has been amended to remove the need to have a statutory declaration, utilising instead a report from a licensed plumber for concealed leaks.

Other minor amendments have been made throughout the policy in relation to grammar and formatting to improve clarity and readability, including adding headings and reordering some clauses throughout the policy.

Stakeholder Engagement

The newly developed and proposed Water and Sewer Concessions and Rebate Policy was provided to the below internal stakeholders, providing them an opportunity to provide feedback:

- Finance
- Customer Service
- Governance
- Legal
- Engagement

In addition, it is proposed to put the draft policy on public exhibition for a period of 28 days.

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.

Nil.

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

Updating the policy ensures that both Council and the community have a clear understanding of the framework under which Council will assess water usage charge concessions for home dialysis, concealed leak and connection to sewerage system financial assistance for greater clarity.

Critical Dates or Timeframes

Nil.

Attachments

1	Draft Water and Sewer Concessions and Rebate Policy	Provided Under Separate Cover	D16821513
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Item No: 4.6
Title: Mountain Bike Infrastructure in Open Space - for information
Department: Community and Recreation Services



27 May 2025 Ordinary Council Meeting

Reference: F2024/02743 - D16701791
Author: Alex Chipchase, Open Space and Recreation Planner
Manager: Brett Sherar, Unit Manager Open Space and Recreation
Executive: Melanie Smith, Director Community and Recreation Services

Recommendation

That Council notes this report which responds to the resolution adopted by Council at the 10 December 2024 Council Meeting, relating to the adoption of the Central Coast Open Space Strategy 2024 – 2031, and additional actions regarding mountain bike infrastructure on the Central Coast.

Report purpose

The purpose of this report is to provide a response to the Council resolution of 10 December 2024, requesting a report on the types of mountain bike infrastructure that are appropriate for open space, and to identify sites/locations that may be suitable to develop such infrastructure.

Background

At its Ordinary Council meeting held Tuesday 10 December 2024, Council resolved the following:

- 509/24 *Adopts the Open Space Strategy 2024 – 2031.*
- 510/24 *Provides a report on mountain bike infrastructure that is appropriate for open space by May 2025.*
- 511/24 *Council identifies within the report any locations or site on the Central Coast that are appropriate for mountain bike infrastructure within open space land in preparation for a future Central Coast Mountain Biking Strategy.*
- 512/24 *Council consults and works with appropriate community groups on the Central Coast such as the Central Coast Mountain Bike Club in the preparation of the report.*

In addition to the above resolution of Council, it should be noted that the Open Space Strategy contains a key action to develop a Central Coast Mountain Bike Plan. This action was included in the Open Space Strategy as it was an action from a previous Council resolution from December 2021, and relates to previous mountain bike feasibility and planning that was undertaken by Council staff during 2020 and 2021.

The Council resolution of 14 December 2021 endorsed the development of a Central Coast Mountain Bike Plan, led by Council staff, in collaboration with an active stakeholder working group, to establish a strategic framework and select suitable sites, and that the project be considered for funding through Council's budgetary processes (Ordinary Council Meeting 14 December 2021 – 301/21).

Report

This report provides a response to three (3) resolutions of Council being:

- 510/24 Provide a report on mountain bike infrastructure that is appropriate for open space by May 2025.*
- 511/24 Council identifies within the report any locations or sites on the Central Coast that are appropriate for mountain bike infrastructure within open space land in preparation for a future Central Coast Mountain Biking Strategy.*
- 512/24 Council consults and works with appropriate community groups on the Central Coast such as the Central Coast Mountain Bike Club in the preparation of the report.*

Consultation with the mountain bike community representatives provided guidance in preparing this report, outlining that mountain bike infrastructure in open space refers to the infrastructure that doesn't include trails or other assets within environmental lands, including natural trails.

Mountain bike infrastructure that is appropriate for open space

Below is a summary and definition of mountain bike infrastructure/facilities that may be suitable for open space.

Pump Track - Pump tracks are designed to be ridden using a pumping motion to generate momentum (i.e. up and down), instead of pedalling or pushing. Pump tracks can be constructed of concrete or asphalt and have a footprint ranging 200 sqm to 1000 sqm.

Below is an aerial image of the pump track at the Peninsula Recreation Precinct (opened August 2024).



Beginner infrastructure in a park setting – This type of facility caters for children or new riders by providing a safe environment to develop skills and build confidence.

Below is an image of Wyatt Park (Northern Beaches Council) which was specifically developed for children and new riders.



Mountain Bike Skills Park – Skills parks allow riders to progress their skills and confidence in a safe, controlled environment. Skills parks can contain multiple features and aim to improve rider balance, approach/cornering, jumps and drops. Skills parks often use flat or mildly sloping ground, however they can be built on a range of topography, with size ranging from 300 sqm to 4000 sqm.

Below is an image of Cringila Hills MTB Skills Park (Wollongong City Council).



Gravity Dirt Jumps – Dirt jumps typically consist of one or more rows of jumps that are made of hard packed soil in the shape of a ramp which enables the rider to launch their bike in the air. Dirt jumps vary in height to cater for a range of rider skill levels.

Below is an image of dirt jumps constructed at Eden, NSW.



Urban Mountain Bike Park – Different from a mountain bike park in a natural setting, an urban mountain bike park is developed in an urban setting and promotes larger riding features such as jumps, berms, drops and built wooden structures.

Below is an aerial image of Bare Creek Bike Park (Northern Beaches Council) which was opened in 2020 and constructed at a former landfill site.



Informal self-built local jump tracks – These are unapproved small trails and jump tracks that are constructed by the users with hand tools based on their own designs. These tend to appear in open space or small pockets of bushland close to residential areas.

Below is a photo of an informal self-built local jump track at Mataram Ridge Park, Woongarra.



Locations on the Central Coast that are appropriate for mountain bike infrastructure within open space land.

Five (5) locations have been identified as potentially appropriate sites for mountain bike infrastructure within open space land. Four (4) are former landfill sites that may have the capacity to be developed to support either minor or major mountain bike infrastructure. These include the former Green Point, East Gosford and Mardi sites along with a remediated former quarry at Halekulani. The fifth site is land Council leases from Generator Property Management (GPMCO) at San Remo, adjacent to the San Remo BMX track.

It should be noted that detailed investigations would be needed to confirm what impacts any proposal would have on the closed landfill sites and the timeline for remediation works required.

These locations were identified as they would be suitable for mountain bike infrastructure, however would be challenging to be developed for traditional outdoor sport due to topography and existing site conditions. Additionally, these sites are larger parcels of land and could be developed over time as funding sources become available. These sites were discussed with Central Coast Mountain Bike Club as options and were supported.

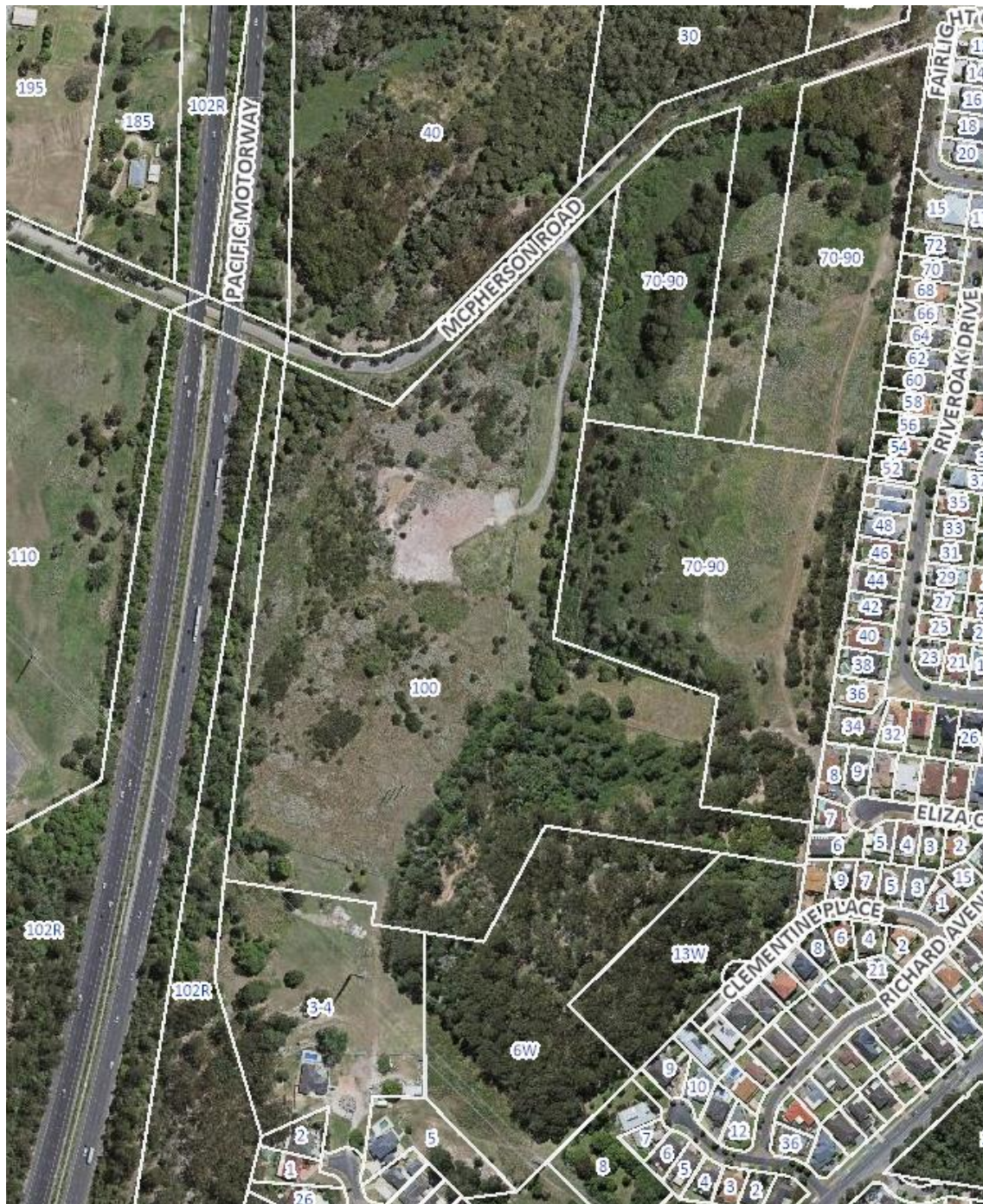
Former Quarry site - Remediated – Macleay Drive Halekulani (approx. 6.6ha).



Former Green Point landfill site – 165 Koolang Road, Green Point (approx. 24ha)



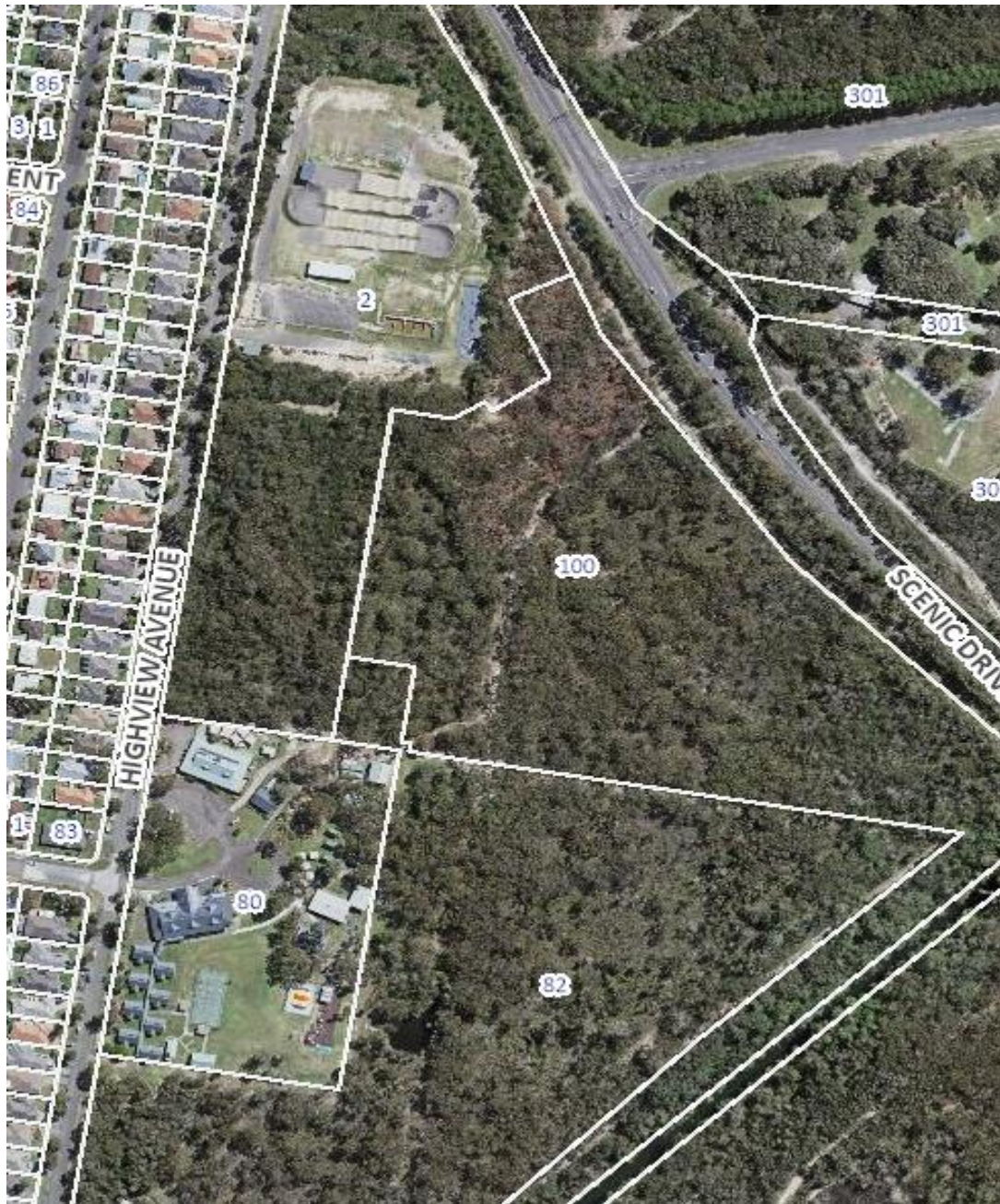
Former Mardi landfill – 70-90 McPherson Road, Mardi (approx. 15ha)



The San Remo BMX facility is constructed on a leased parcel of land that is only partially developed and is another site that could be considered as having the potential to cater for mountain bike infrastructure.

The site has an existing BMX track, amenities building, skate park and car park, and could be further developed to cater for appropriate mountain bike infrastructure.

Highview Avenue San Remo (approx. 4ha)



In addition to unutilised former landfill sites and a quarry, larger sporting precincts (i.e. 10ha plus) may have the capacity to include mountain bike infrastructure.

Hylton Moore Oval, East Gosford precinct, is an existing sporting facility which is home to multiple anchor tenants including football, cricket, AFL and baseball. The facility also contains a playspace, skate park and dog off lead area.

Given the size of the parcel (21ha), appropriate mountain biking infrastructure could be considering for the site.



The identification of the sites listed was undertaken as a desktop review and further investigation would need to be undertaken during the development of the Mountain Bike Strategy/Plan to ensure identified sites are feasible for development.

Stakeholder Engagement

Council staff have consulted with representatives from the Central Coast Mountain Bike Club regarding the types of infrastructure that could be developed in open space and tested the suitability of the sites that have been identified in this report.

With Central Coast Mountain Bike Club being the only club of its kind in the Local Government Area, Council staff contacted the Terrigal BMX Club to seek comment regarding the request to provide mountain bike infrastructure in open space.

Council's Waste and Resource Recovery Unit were consulted on the landfill and rehabilitated quarry sites outlined in this report. While they were supportive of the sites identified, they made it clear that detailed investigations would be needed to confirm what impacts any proposal would have on the closed landfills before a decision was made to build on them.

Terrigal BMX Club have been operating from their facility at Duffy Road, Terrigal, since the early 1980's with their facility available for public access. In recent years the club has noted members participating in mountain biking (competition and recreation), and also park/street style BMX.

The club support the need to develop a Mountain Bike Plan/Strategy for the Central Coast including the development of mountain bike infrastructure and a framework to inform site suitability for development.

Terrigal BMX Club are very keen to be involved as a key stakeholder in the proposed project and look forward to working with Council to improve mountain bike and BMX facilities across the Central Coast.

In addition to biking stakeholders, Council's Environmental Management Unit met with representatives from the Community Environment Network (CEN) and the National Parks Association Central Coast (NPACC) in relation to the preparation of this report.

The representatives were supportive of the approach to develop open space lands to mountain biking activities and are willing to participate in the preparation of the proposed Central Coast Mountain Biking Strategy.

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 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.

This report is for information purposes only, with no immediate cost implication for Council.

Link to Community Strategic Plan

Theme 1: Belonging

Goal E: Environmental resources for the future

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

Risk Management

This report is an information report and as such no risks have been identified.

Critical Dates or Timeframes

Nil.

Attachments

Nil.

Item No: 4.7
Title: Central Coast Arts Ltd (The Art House) -
appointment of board member
Department: Community and Recreation Services



27 May 2025 Ordinary Council Meeting

Reference: F2015/01525 - D16799066
Author: Liz Angus, Executive Assistant to Director.Community and Recreation Services
Executive: Melanie Smith, Director Community and Recreation Services

Recommendation

That Council determines and appoints one (1) Councillor as a Director of Central Coast Arts Limited (The Art House) for a term of three (3) years.

Report purpose

To determine a Councillor appointment to the vacant board position at Central Coast Arts Limited Board (The Art House).

Executive Summary

Council has the opportunity to appoint a board member (Director) to a vacant position on Central Coast Arts Limited Board (The Art House). It is recommended that Council determines and appoints one (1) Councillor to the role for a term of three (3) years

Background

Central Coast Arts Limited is a charitable institution established to manage and operate The Art House, Wyong.

Council owns the facility known as "The Art House" in Wyong, which opened in 2016.

The Art House is the centre of arts on the Central Coast. Since opening in 2016, it has become a venue of national significance and was awarded Performing Arts Centre of the Year in 2022, whilst also providing a state-of-the-art performance space for the local community.

The venue consists of a 500-seat theatre, 130-seat studio, a foyer exhibition space, meeting facilities, and a Café/Bar and is managed by an independent not-for-profit entity with an independent board of directors.

4.7 Central Coast Arts Ltd (The Art House) - appointment of board member (cont'd)

The board role is vacant due to the recent resignation of a Council staff member – ‘Section Manager Communications and Engagement’ from the board.

Nominations were sought via email to Central Coast Council’s Councillors, with the following Councillors expressing an interest in filling this role:

- Deputy Mayor Doug Eaton OAM
- Councillor Margot Castles
- Councillor Kyla Daniels
- Councillor Trent McWaide.

Report

The Central Coast Arts Limited Board consists of the following:

- Three (3) Directors appointed by Council (the Member), and
- Six (6) Directors appointed by the Board having regard to the nominee’s specific skills in commerce, finance, governance, law, marketing, performing arts, cultural development, or business generally or such skills as determined by the Board.

The three (3) Directors appointed by Council to the Board, as outlined in the Central Coast Arts Limited Constitution are:

23.1.1. The General Manager of the Council, or such other person delegated that function by the General Manager of the Council pursuant to s. 378 of the Local Government Act; and

23.1.2. Two (2) persons selected by the Member, having regard to that person’s specific skills in commerce, finance, governance, law, marketing, performing arts, cultural development or business generally or such other skills as determined by the Member.

Council representation on the Board is currently:

- The CEO
- Councillor John Mouland
- Vacant position

The appointment of a Councillor to the vacant position would give Council full representation on the Board under the Constitution.

The objectives for which the Company is established are to:

- a) Create, produce, promote, present, encourage and facilitate performing arts and other cultural and artistic activities in the Region;
- b) Maximise audiences at and develop a tradition of performing arts and other cultural and artistic activities with the Region;

- c) Encourage and facilitate training in and services to build capacity for performing arts and other cultural and artistic activities and products within the Region;
- d) Develop audience appreciation and expectations through presentation of a wide range of performing arts and other cultural and artistic activities and productions within the Region;
- e) To develop professional opportunities for Central Coast artists, creatives through creating and producing. Care for, control, maintain, improve, manage, promote and operate the Centre;
- f) Assist in doing all things possible within the scope of these objects to provide improved well-being of the performing arts and other cultural and artistic activities;
- g) Recognise, cooperate with and support public and private bodies which are already or become engaged in the performing arts and other cultural or artistic activities; and
- h) Do anything ancillary to the objects in clauses a) to g).

Stakeholder Engagement

Consultation has occurred with The Art House Executive Director and Council Management. Councillors have been notified of the vacant position to be filled.

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.

Existing committee operations are provided for in Council's adopted budget.

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

Having a full contingency of Council representation on the Board of Directors for Central Coast Arts Limited ensures that robust governance, strategic alignment for meaningful community outcomes and funding arrangements are in place for The Art House.

Attachments

Nil.

Item No: 4.8
Title: Protection of the Environment Trust - information on establishment of a Trust Management Committee
Department: Corporate Services



27 May 2025 Ordinary Council Meeting

Reference: F2018/00732-002 - D16841784

Author: Edward Hock, Unit Manager Enterprise Risk Project

Executive: Marissa Racomelara, Director Corporate Services

Recommendation

That Council:

- 1** *Notes the background information regarding the establishment of the Protection of the Environment Trust, including information on the Trust Deed at Attachment 1.*
- 2** *Notes the information provided regarding the establishment of a Protection of the Environment Trust Management Committee and its current Terms of Reference at Attachment 2*
- 3** *Notes that the operations of a Protection of the Environment Trust Management Committee can be performed within the functions of another standing committee.*
- 4** *Expands the remit of the Environment and Planning Committee to include the functions contemplated by clause 22 of the POET Deed, pursuant to Option 2 in this report.*

Report purpose

To respond to a request for further information regarding the operation of the Protection of the Environment Trust ('POET'), including the option to establish a Trust Management Committee ('the Management Committee') in accordance with existing Terms of Reference.

Executive Summary

The POET was established by the former Gosford City Council by Trust Deed in 2006 (Attachment 1). The Trust Deed contemplates the optional establishment of two (2) management committees, each with different purposes. If established, the management committees can be composed of the same membership, subject to those members meeting the selection and eligibility criteria.

Council, as Trustee, has adopted terms of reference for a Management Committee. In August 2024, the membership of the Management Committee was vacated, but the Management Committee and its Terms of Reference remain in existence. As provided for in the currently-adopted Terms of Reference, the Management Committee is not authorised to act on behalf of Council (as Trustee) but operates in an advisory capacity only.

Background

On 29 April 2025, in considering the appropriate structure and matters arising from its establishment of standing Committees, Council resolved:

651/25

That Council:

3. Provides a further report on the functions of the POET committee and the appointment of the trustees.

This report provides those details and options to proceed.

Report

The Trust Deed

The Trust Deed of 2006 provides, at clause 8 that Council:

*"... **may** appoint a Management Committee having responsibility for managing and administering the Trust created by and in accordance with this deed.*

(b) The Management Committee shall meet at least once in every year and shall report to the Trustee [which is Council] in such a way that the Trustee is enabled to exercise its powers and fulfil its obligations under this deed." [emphasis added].

The Management Committee contemplated by clause 8 is optional, as evidenced by the use of the word 'may'. Clause 8 also provides that this management committee, if established, may comprise of Councillors and Council staff, and include any persons appointed by clause 22.

Clause 22 of the Trust Deed provides for a Management Committee to be established to administer the Public Fund aspect of the Trust. It is a matter of accounting treatment whether a Public Fund has operated, but it is noted that Council, as Trustee, has operated a Management Committee in accordance with clause 22 since at least 2019 (when the most recent Terms of Reference were adopted). Clause 22 requires that any Management Committee established pursuant to its terms:

- may comprise members of any Clause 8 Management Committee;
 - must comprise of no fewer than 3 members;
 - will be appointed by the Trustee [Council]; and
 - a majority of members are required to be responsible persons, defined as:
 - o people with honours (OBE, KCMG, AO etc)
 - o clergy and church authorities
 - o trustees or board members of a not-for-profit school or college
 - o justices of the peace
 - o judges/magistrates
 - o public servants of more than 5 years' service
 - o barristers/solicitors
 - o doctors
 - o accountants (must be CPA, ASA, ICA or NIA registered)
 - o **persons holding public or elected office:**
 - **mayors**
 - town clerks/general managers
 - **councillors**
 - members of parliament
 - o directors of large public companies (with responsibilities under the companies code)
 - o academics or teachers with more than 5 years' experience
 - o people who hold (or have held) other public positions (eg member of the Australia Council)
 - o past or present office holders of other community organisations (eg President of Parents and Citizens Association, Secretary of Lions, Treasurer of Rotary).
- [emphasis added].**

It is the role of the Clause 22 Management Committee to administer the Public Fund, by making recommendations to the Trustee as to the appropriate distribution of Public Fund monies. The Clause 22 Management Committee could also fulfil the obligations of a Clause 8 Management Committee.

It is clear from the drafting of the Trust Deed that any Management Committee established by Clause 22 could comprise 3 (or more) Councillor members and comply with the requirements of the clause.

The Management Committee

Council, in at least 2021, established a Clause 22 Management Committee, and adopted Terms of Reference for its operation. That Committee was furnished with administrative functions including the assessment of applications for Trust Funds to be disbursed. The Committee was not empowered to make decisions on behalf of the Trustee, which was a power reserved for Council, acting on advice and recommendations from the Management Committee.

In August 2024, as part of a broader vacation of certain advisory bodies, Council resolved:

347/24 That Council dissolves the Advisory Committees identified in the body of the report and extends sincere appreciation to all committee members for their valuable contributions and dedication.

Relevantly, the report provided for the Protection of the Environment Trust Management Committee not to be dissolved, but for the positions to be vacated.

The question now turns to the appropriate structure of any Management Committee for the current Council term. It is considered that there are 3 options available for Council to Consider:

Option 1 – Dissolve the Management Committee

Council could determine to reserve the determination on the expenditure and investment of Trust Funds for itself as Trustee. This option is available pursuant to clause 24 of the Trust Deed, which provides:

24. The Trustee may by deed revoke, add to or vary any of the provisions of this trust to facilitate proper administration of the Trust Funds provided that:

- (a) no other part of the Trust Funds or its income becomes subject to any trust other than the trust created by this deed;*
- (b) no part of the Trust Funds or its income may be paid to or applied for any purpose other than those permitted by the provisions of the Trust Deed;*
- (c) no amendment is made that permits the Trustee to invest the Trust Funds or any part of them other than in a manner in which trustees are permitted to invest under the laws of Australia or any State or territory of Australia;*
- (d) no amendment is made affecting clauses 3, 4, 9 or 10 and unless such changes are authorised by the Department Clauses 15 to 22;*

- (e) no amendment is made that does not comply with the ITAA 1997 to ensure that the Environmental Organisation maintains endorsement as an income tax exempt entity.*

Given the need to take steps to amend the Trust Deed to facilitate this option, and that it would result in the attention of Council being diverted to matters pertaining solely to the administration of Trust Funds, it is not considered that this option is attractive. It is included for completeness only.

Option 2 – Empower the Environment and Planning Committee to act as the POET Management Committee

Given that Council has established an Environment and Planning Committee, which is comprised of Councillor members, it is open to Council to furnish that Committee with the responsibilities of the Clause 22 Management Committee as well. This option would not require any amendment to the Trust Deed, and would enable Council resources to be most effectively directed towards the administration of Trust Funds, by retaining a single committee structure.

Further, it is considered that only minor amendments to the Environment and Planning Committee's Terms of Reference would be required to embody that committee with the requisite functions to meet the obligations of a Clause 22 Management Committee.

This option has the added benefit of allowing the Clause 22 Management Committee a broader view of the environmental issues arising and emerging in the Local Government Area, noting that the remit of POET is constrained to the former Gosford City LGA only. Notwithstanding, it is considered that a broader view would assist the Environment and Planning Committee to act as the Clause 22 Management Committee effectively, and with a detailed knowledge of environmental issues. It is considered that this option has the greatest benefit for both the Trust's operation, the community, and Council.

Option 3 – establish a POET Clause 22 Management Committee

The third option is for Council to establish an extra committee in its structure to provide it with advice on management and administration of Trust Funds. Any such Committee would require members to meet the eligibility criteria detailed in Clause 22 of the Trust Deed, and would require administrative support from Council officers.

An updated Terms of Reference would be required to be prepared, as the Terms of Reference attached to this report do not identify with adequate provision the functions required by a Clause 22 Management Committee, and do not contend with the full delegation of decision-making available to be furnished to a Clause 22 Management Committee.

It is also considered that there is a level of duplication of focus and effort that is inconsistent with best practice, for limited benefit (at best) to the administration of Trust Funds. For these reasons, Option 3 is not favoured.

Financial Considerations

Trust Funds are kept entirely separate from Council's operational, capital, and other reserved funds. Accordingly, there are no implications on revenue in this or outer years of the Long Term Financial Plan.

Option 3 outlined above would have modest cost implications given the need to provide any newly-established committee with adequate resources and administrative support.

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

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

The risks to reputation of Council as Trustee of POET are all well-managed regardless of the option selected. Further, it is considered that the selection of Option 2 provides the greatest level of probity and diligence for the ongoing administration of the Trust Funds.

Critical Dates or Timeframes

There is a need for Council, as Trustee, to make an annual declaration regarding the proper administration of POET to retain its tax exempt status. However, the decision on a Management Committee structure does not impact on Council's ability to do so.

Attachments

1	Protection of the Environment Trust Deed	Provided Under	D14844955
		Separate Cover	
2	Protection of the Environment Trust Management	Provided Under	D13239517
	Committee Terms of Reference	Separate Cover	



Item No: 4.9
Title: Advisory Committee meetings held in 3rd Qtr
2024-25 - Minutes
Department: Corporate Services

27 May 2025 Ordinary Council Meeting

Reference: F2025/00016 - D16823848
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 minutes of the Audit, Risk, and Improvement Committee meeting held on 6 March 2025.

Report purpose

To note the unconfirmed minutes of the Audit, Risk, and Improvement Committee meeting held on 6 March 2025.

Executive Summary

At its meeting on 29 April 2025, Council resolved to defer to the next Ordinary Meeting the minutes of the Audit, Risk, and Improvement Committee meeting on 6 March 2025.

In accordance with that resolution, this report presents the unconfirmed minutes for Council's information.

Report

The Audit, Risk and Improvement Committee (ARIC) conducts business that is subject to a presumption of confidentiality. Where ARIC makes no recommendations to Council, the unconfirmed minutes are presented as a confidential attachment (Attachment 1), 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	CONFIDENTIAL - MINUTES - Audit, Risk and Improvement Committee - 6 March 2025 -	Provided Under Separate Cover	D16712770
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Item No: 4.10
Title: Community Support Grant Program March 2025
Department: Community and Recreation Services



27 May 2025 Ordinary Council Meeting

Reference: F2017/02117-002 - D16788765
Author: Belinda McRobie, Section Manager Community Development
Executive: Melanie Smith, Director Community and Recreation Services

Recommendation

That Council:

- 1 Allocates \$13,399.00 (inclusive of GST where applicable) from the 2024-25 grants budget to the Community Support Grant program for the month of March as outlined below and in Attachment 1.**
 - a) Terrigal Trotters Incorporated - 2025 GNW Trail Running Festival - \$4,632.00**
 - b) Special Olympics Australia - Special Olympics Interclub Basketball Competition-Venue Hire - \$2,847.00**
 - c) Gosford Showground Land Manager - Cleaning Costs Gosford Regional Show 2025 - \$3,000.00**
 - d) The Rotary Club of Gosford North Incorporated - Central Coast's Pat Farmer QUICKSAND Run for SOKS - \$2,920.00**
- 2 Declines the following applications, for the reasons indicated in Attachment 1:**
 - a) The Bay Rugby Club Incorporated – Fundraising Equipment - project is ineligible.**
 - b) The Rotary Club of Terrigal Incorporated - Room Hire - project is ineligible.**
 - c) Sohier Park Community Hall Incorporated - Sohier Park Community Hall Cool Room Upgrade – project is not supported.**
 - d) Toukley Neighbourhood Centre - Toukley Neighbourhood Centre Signage Replacement and Installation – project is ineligible.**
 - e) Lions Club of Gwandalan Lioness Incorporated - Support for Art and Craft Expo – project is ineligible.**
 - f) Gosford Rugby Club Incorporated - Water Tanks – insufficient information to make an accurate assessment.**
 - g) ASCTA NSW - Essential Swimming & Drowning Prevention Workshops for the Central Coast - project is ineligible.**
 - h) Country Women's Association of NSW - Hire of Kulnura Hall – insufficient information to make an accurate assessment.**

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 March 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

Program	Adopted budget	2024-25 allocation to date (inclusive of GST where applicable)	Recommendation allocation within this report (Inclusive of GST where applicable)	Allocation to date + Recommendation within report (Inclusive of GST where applicable)
Community Support Grant Program	\$300,000	\$186,877.33	\$13,399.00	\$200,276.33

Current Status

Applications submitted from 1 March - 31 March 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 (1).

Assessment

A total of twelve (12) applications were received and assessed by 8 April 2025, with four (4) applications recommended for funding in this Council report. Eight (8) applications are not recommended for funding.

Of the eight (8) applications not recommended for funding, five (5) are ineligible, two (2) do not contain sufficient information to make an accurate assessment and one (1) is not supported through the program. All applicants will be advised to discuss their proposal further with Council's Grants Officers prior to resubmission in a future round.

Council's 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

1	Community Support Program March 2025	Provided Under	D16803619
	Recommended and Not Recommended	Separate Cover	

Item No: 4.11
Title: Disclosure of Interests Return
Department: Corporate Services



27 May 2025 Ordinary Council Meeting

Reference: F2025/00016 - D16828257
Author: Tahlia Elphinstone, Governance Officer
Alysha Croussos, Section Manager Governance
Manager: Louise Rampling, Unit Manager Governance Risk and Legal
Executive: Marissa Racomelara, Director Corporate Services

Recommendation

That Council notes the tabling of a 'Disclosure of Interests' return made by Councillor Neal.

Report purpose

To table the 'Disclosure of Interest' form received from Councillor Neal.

Executive Summary

Council's Code of Conduct requires councillors to lodge a Disclosure of Interests return with the Chief Executive Officer within three (3) months of becoming aware of an interest they are required to disclose, that has not previously been disclosed in a return.

Background

Clause 4.21 of Council's Code of Conduct (Code) states that *a councillor or designated person must complete and lodge with a return in the form set out in schedule 2 to the Code, disclosing their interests (as specified by Schedule 1 of this Code) within 3 months after:*

- a) becoming a councillor or designated person, and*
- b) 30 June of each year, and*
- c) the councillor or designated person becoming aware of an interest they are required to disclose under Schedule 1 that has not been previously disclosed in a return lodged under paragraphs a) or b).*

Councillor Neal has completed a return in accordance with clause 4.21(c) of the Code.

The return will be published on Council's website in accordance with the requirements of the *Government Information (Public Access) Act 2009*, the *Government Information (Public Access) Regulation 2009* and any guidelines issued by the Information Commissioner.

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


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

It also facilitates the identification and management of any potential conflicts of interests that may arise when councillors, staff or committee members participate in decision-making from where there is a reasonable likelihood or expectation of a personal or financial benefit. This maintains public confidence in Council's decision-making process and protects Council from the risk of complaints concerning possible breaches of the pecuniary interest provisions of the Code.

Critical Dates or Timeframes

Clause 4.25 of the Code states that returns required to be lodged with the Chief Executive Officer under clauses 4.21(a) and (b) must be tabled at the first meeting of the Council after the last day the return is required to be lodged. The Code does not specify any timeframes for returns under clause 4.21(c).

Attachments

- | | | | |
|---|--|-------------------------|-----------|
| 1 | Cr Belinda Neal - Further Return of Interest - | Provided Under Separate | D16840142 |
|  | REDACTED | Cover | |

Item No: 5.1
Title: Notice of Motion - Implementation of a Petition Policy for Central Coast Council/NoM
Department: Councillor



27 May 2025 Ordinary Council Meeting

Reference: F2025/00016 - D16842608

Author: Councillor Corinne Lamont

Councillor C Lamont has given notice that at the Ordinary Council Meeting to be held on 27 May 2025 she will move the following motion:

That Council:

- 1 Develops and implements a formal Petition Policy for the receipt, processing, and consideration of petitions submitted by the community.***
- 2 In developing the policy, ensures that it aligns with relevant legislation and best practices.***
- 3 Includes provisions within the policy to specify:***
 - The format and requirements for petitions, including minimum details such as petitioners' names, addresses, and signatures,***
 - Clear submission procedures, including the option for both physical and electronic petitions,***
 - Guidelines for acknowledging receipt of petitions and outlining the process for consideration by Council,***
 - The way in which Council will respond to petitions, including timelines and reporting mechanisms,***
 - Transparency measures, ensuring that petitions and Council responses are accessible to the public,***
 - Requests that the CEO prepares a draft Petition Policy and presents it to Council for consideration within three (3) months,***
 - Undertakes community exhibition to ensure public input into the development of the Petition Policy.***

Councillors Note

Reason:

Petitions are a vital democratic tool that allows the community to express their collective views on issues affecting them. Implementing a Petition Policy will provide a structured, transparent, and accessible process for the community to engage with Council, enhancing governance and decision-making.

Like other Councils, Central Coast Council would benefit from having a well-established Petition Policy that outlines clear procedures for handling petitions effectively with a best practice approach that meets local needs.

A formal policy will ensure that all petitions are treated fairly, consistently, and efficiently, giving the community confidence that their petitions will be acknowledged and considered in Council decision making.

Chief Executive Officer Response

The preparation of a draft Petition Policy could be undertaken by Council's governance staff, with a view to presenting the draft Policy to the Governance and Finance Committee meeting on 12 August 2025.

Attachments

Nil.

Item No: 6.1
Title: Question with Notice - Leagues Club Park, Gosford
Department: Councillor



27 May 2025 Ordinary Council Meeting

Reference: F2025/00016 - D16840670
Author: Councillor Trent McWaide
Executive: Melanie Smith, Director Community and Recreation Services

6.1 Question with Notice - Leagues Club Park, Gosford

The following question was submitted by Councillor T McWaide:

Can Council please provide an up update on the current status of Leagues Club Park, Gosford? Is Council exploring any short-term or long-term improvement with safety, accessibility, and practical usability of the Park?

Response

Currently, the tidal terrace portion of the park is closed for waterplay, due to poor water quality results from testing since being open to the public. This area continues to be open as a nature play feature.

Council has been successful in obtaining a grant of \$1,650,000 from the Federal Government to explore options and to construct an alternate use for the tidal terrace portion of the park.

Community consultation has been undertaken and the outcome of this consultation is being used by designers to develop two (2) potential options for the new play area. The two (2) options being design are:

1. A design limited to grant funding and Council's required funding to support the grant approval of \$100,000 with a total spend of \$1,750,000.
2. A design that maximises the destination value of the Leagues Club Field site, linking with the nearby construction of alfresco dining and food vendors with an estimated total spend of \$4,000,000.

Once these options are drafted, they will be presented to Council's Community and Culture Committee for consideration.

If the second option is the preferred option, a funding source will need to be identified within Council's capital works program.

The improvements to safety, accessibility and practical usage will be addressed as part of the development of the improvement project.

Attachments

Nil.

Item No: 6.2
Title: Question with Notice - Total Input for
Extraordinary Meetings on 6 and 13 May 2025
Department: Corporate Services

27 May 2025 Ordinary Council Meeting

Reference: F2025/00016 - D16842141

Executive: Marissa Racomelara, Director Corporate Services



6.2 Question with Notice - Total Input for Extraordinary Meetings on 6 and 13 May 2025

The following question was submitted by Councillor M Castles:

Following the preparation for, including Confidential Briefings, and holding of the two (2) Extraordinary Meetings of 6 and 13 May 2025, please provide advice on the following:

- *number of Council Officers involved;*
- *overall hours of staff (including Senior Staff) involved;*
- *wage/salary costs (e.g., Overtime);*
- *legal advice expenses; and*
- *any other incidental costs incurred relevant to the process.*

Response

Due notice is given of this matter in accordance with Council's Code of Meeting Practice.

The response will be provided prior to the Ordinary Meeting of 27 May 2025.

Attachments

Nil.



Item No: 6.3
Title: Question with Notice - Audio and Visual Equipment in Council Chambers
Department: Councillor

27 May 2025 Ordinary Council Meeting

Reference: F2025/00015 - D16845325
Author: Councillor Kyle MacGregor
Executive: Marissa Racomelara, Director Corporate Services

6.3 Question with Notice - Audio and Visual Equipment in Council Chambers

The following question was submitted by Councillor K MacGregor:

Can Council please provide a response to the following:

- *what is the total dollar value of the cost of purchase and operation for the audio visual and microphone system that the council currently employs;*
- *what is it's anticipated lifespan and has council undertaken any review of its effectiveness and operations given routine complaints about the inability for the gallery and viewers of the live stream to hear and see what is happening in our council meetings?*

Response

In September 2024, the Wyong Council Chambers underwent a comprehensive audio/visual technology upgrade to support the return of the elected body. The implementation of this solution, which included hardware, software, and professional services, amounted to \$327,959 (ex.GST). The solution comes with a three-year hardware warranty, with options to extend the warranty at the discretion of the Council.

Council has collaborated with its implementation partner to address various audio and visual challenges encountered thus far. To ensure optimal performance, the hardware and software are routinely tested ahead of Council meetings.

A review of the solution's effectiveness and operations is currently being planned to enhance the customer experience, both within the Chamber and for those watching the livestream. Several lessons have been learned, and these will be incorporated into the audio/visual solution at the new Gosford Regional Library.

Clear audio and camera tracking are synchronised, with the active microphone speaker taking precedence. Audio sound and camera views are optimised for this scenario and meeting participants are reminded to activate microphones accordingly.

Attachments

Nil.