



Central Coast Council
Business Paper
Ordinary Council Meeting
23 June 2025





COMMUNITY STRATEGIC PLAN 2018-2028

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

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

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

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

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

RESPONSIBLE

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

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



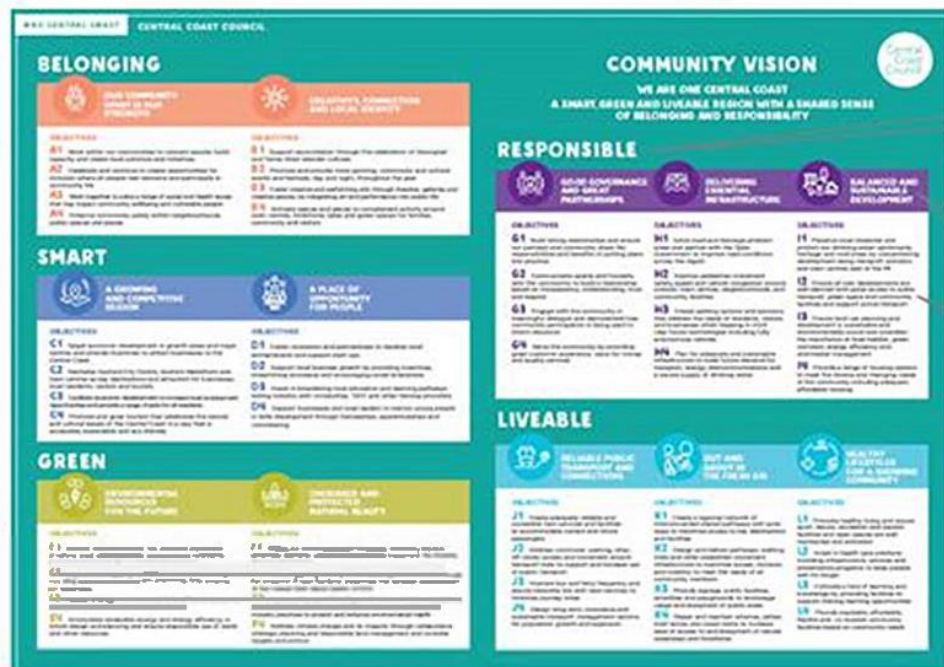
Good governance and great partnerships

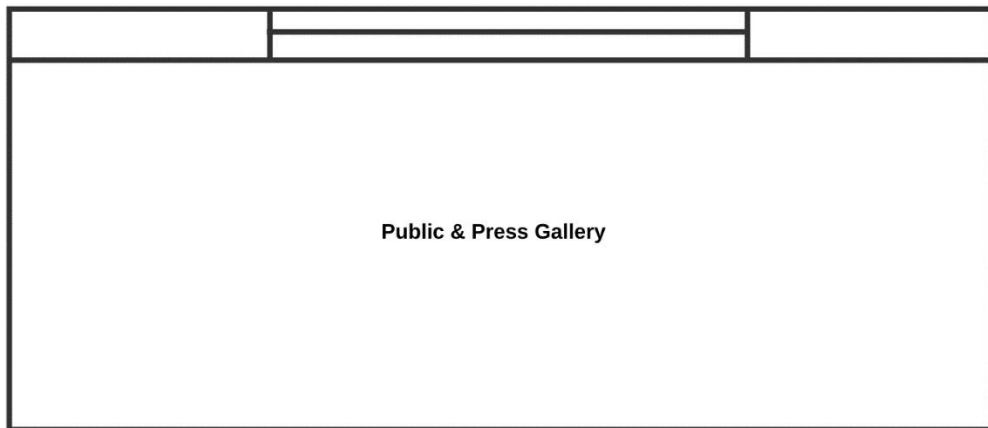
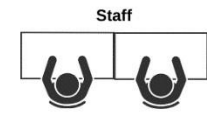
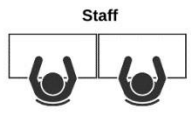
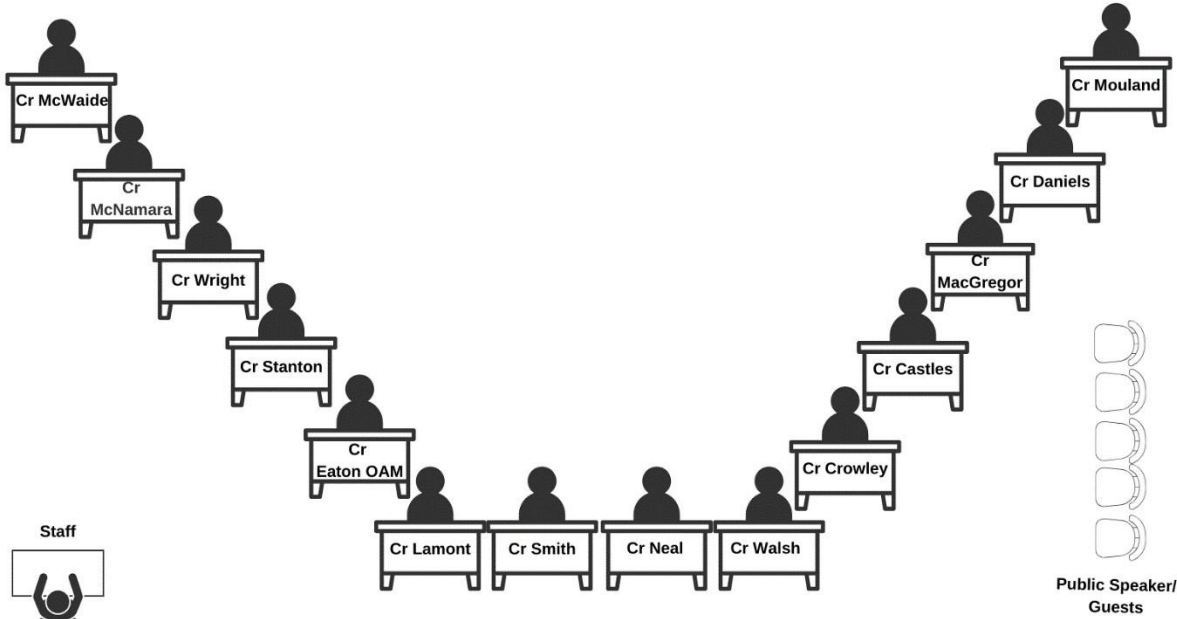
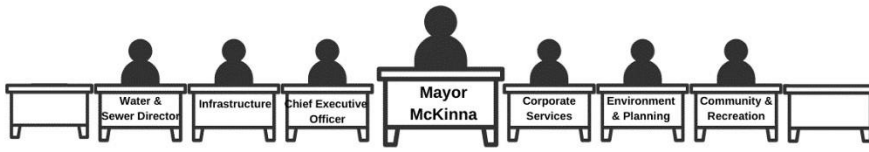
G2 Engage and communicate openly and honestly with the community to build a relationship based on trust, transparency, respect and use community participation and feedback to inform decision making

There are 5 themes, 12 focus areas and 48 objectives

COMMUNITY STRATEGIC PLAN 2018-2028 FRAMEWORK

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





Oath or Affirmation of Office

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

Disclosures of Interest

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

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

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

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

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

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

Recording

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

Meeting Notice

**The Ordinary Council Meeting
of Central Coast Council
will be held in the Central Coast Council Chambers,
2 Hely Street, Wyong
on Monday 23 June 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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6	Confidential Items	
6.1	TechnologyOne OneCouncil Direct Negotiations Outcome	
	The reason for dealing with the report confidentially is that it contains commercial information of a confidential nature that would, if disclosed (i) prejudice the commercial position of the person who supplied it; or (ii) confer a commercial advantage on a competitor of the Council; or (iii) reveal a trade secret.	

David Farmer
Chief Executive Officer



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

23 June 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

23 June 2025 Ordinary Council Meeting

Reference: F2024/00015 - D16518862

Recommendation

That Council confirms the minutes of the Ordinary Meeting of Council held on 27 May 2025 as read and a true record of the Meeting.

Summary

Confirmation of minutes of the Ordinary Meeting of Council held on 27 May 2025.

Attachments

1  MINUTES - Council Meeting - 27 May 2025 D16858304



Central Coast Council
Ordinary Council Meeting
Held in the Council Chamber
2 Hely Street, Wyong

27 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 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
Shannon Turkington	Acting Director Environment and Planning
Jamie Loader	Director Water and Sewer
Marissa Racomelara	Director Corporate Services
Melanie Smith	Director Community and Recreation Services

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

Notes

The Mayor, Lawrie McKinna, declared the meeting open at 6:31pm and advised in accordance with the Code of Meeting Practice that the meeting was being recorded.

PROCEDURAL ITEMS

1.1 Disclosure of Interest

6.32:pm

Mayor McKinna declared a non pecuniary, non significant interest in *Item 4.10 - Community Support Grant Program March 2025, (Part 1, (d), The Rotary Club of Gosford North Incorporated - Central Coast's Pat Farmer QUICKSAND Run for SOKS)*, under the Local Government Act as The Rotary Club of Gosford North Incorporated - Central Coast's grant is named in honour of the person I know, Pat Farmer. He confirmed that this conflict will not affect his decision making on this item, and he will remain in the chamber and participate in the meeting discussion and voting on the item.

Mayor McKinna declared a non pecuniary, non significant interest in *Item 4.4 Draft Sportsground Allocation Policy - for Adoption*, under the Local Government Act regarding a relationship with Alex Burgin, as he was the Mariners Coach for many years and had a relationship with Central Coast Football, additionally, Alex Burgin was on the Team Central Coast ticket at the last Local Government election.

Councillor Mouland declared a non pecuniary, non significant interest in *Item 4.10 - Community Support Grant Program March 2025, (Part 1, (d), The Rotary Club of Gosford North Incorporated - Central Coast's Pat Farmer QUICKSAND Run for SOKS)*, under the Local Government Act as the person undertaking the run is known to him. He will participate in the meeting discussion and voting on the item.

Councillor Daniels declared a non pecuniary, non significant interest in *Item 4.10 - Community Support Grant Program March 2025, (Part 1, (d), The Rotary Club of Gosford North Incorporated - Central Coast's Pat Farmer QUICKSAND Run for SOKS)*, under the Local Government Act as Pat Farmer is an associate and a member of Team Central Coast in the recent election. She will personally manage my conflict and will remain in the chamber. She will participate in the meeting discussion and voting on the item.

Councillor Castles declared a non pecuniary, non significant interest in *Item 4.10 - Community Support Grant Program March 2025, (Part 2, (a), The Bay Rugby Club Incorporated – Fundraising Equipment)*, under the Local Government Act as an applicant for a grant (unsuccessful) is Bay Rugby Club, and a family member plays for the club. She will personally manage my conflict and will remain in the chamber. She will participate in the meeting discussion and voting on the item.

Councillor MacGregor declared a non pecuniary, non significant interest in *Item 4.4 - Draft Sportsground Allocation Policy - for Adoption*, under the Local Government Act as he plays club and community sport. He will participate in the meeting discussion and voting on the item.

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

Councillor Crowley declared a non pecuniary, non significant interest in *Item 4.3 - Proposed lease for aviation purposes at Central Coast Airport - outcome of negotiations and next steps*, under the Local Government Act as her brother occasionally uses the Airport. She will participate in the meeting discussion and voting on the item.

Councillor Neal declared a non pecuniary, non significant interest in *Item 4.10 - Community Support Grant Program March 2025, (Part 1, (d), The Rotary Club of Gosford North Incorporated - Central Coast's Pat Farmer QUICKSAND Run for SOKS)*, under the Local Government Act, regarding a relationship with Pat Farmer as he was a former political colleague and supported fellow Labor Party member, and candidate for Robertson, Gordon Reid, in the recent election.

1.2 Confirmation of Minutes of Previous Meeting

6.37:pm

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.*

A PROCEDURAL MOTION was *MOVED* by Councillor SMITH :

671/25

That Council considers the adoption of minutes in seriatim as three (3) individual motions.

A MOTION WAS *MOVED* by Councillor SMITH and *SECONDED* by Councillor WRIGHT:

672/25

That Council confirms the minutes of the Ordinary Meeting of Council held on 29 April 2025 as read and a true record of the Meeting.

CARRIED

FOR: UNANIMOUS

A MOTION WAS *MOVED* by Deputy Mayor EATON OAM and *SECONDED* by Councillor MCWAIDE:

That Council:

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

- 1 Confirms the minutes of the Extraordinary Meeting of Council held on 6 May 2025 as read and a true record of the Meeting with the below amendment.
- 2 That the minutes be amended to reflect:

*'An Amendment was moved by Councillor STANTON – relates to Item 2
Cr Stanton proposed an amendment extending the motions of 'Central Coast'
beaches,
Cr Stanton also proposed the inclusion of a new point 4 which reads*

*"Calls on the Minister for Emergency Services to issue a Natural Disaster Declaration
in respect of the Tuggerah lakes flooding of May 2025".*

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

673/25

That Council:

- 1 **Notes the draft minutes of the Extraordinary Meeting of Council held on 6 May 2025, and that the minutes be corrected to reflect.**
 - a) **"Councillor Stanton proposed an amendment extending the motions of 'Central Coast' beaches", and**
 - b) **"Councillor Stanton also proposed the inclusion of a new point 4 which reads 'Calls on the Minister for Emergency Services to issue a Natural Disaster Declaration in respect of the Tuggerah lakes flooding of May 2025'."**
- 2 **Notes the failure of the Acting Chair to recognise a seconder on the motion moved.**
- 3 **Notes that the Acting Chair of the meeting was in breach of section 11.5 of the Code of Meeting Practice as adopted by Council, and that he had a duty to put any lawful motion.**

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 put to the vote, and the Chair declared it **CARRIED**, and became the Motion.

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

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

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

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

A MOTION WAS *MOVED* by Councillor LAMONT and *SECONDED* by Councillor NEAL:

674/25

That Council confirms the minutes of the Extraordinary Meeting of Council held on 13 May 2025 as read and a true record of the Meeting.

CARRIED

FOR: UNANIMOUS

1.3 Items Resolved by Exception

7:00pm

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

675/25

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

- a) Item 1.4 - Notice of Intention to Deal with Matters in a Confidential Session***
- b) Item 4.10 - Community Support Grant Program March 2025***
- c) Item 4.11 - Disclosure of Interests Return***

CARRIED

FOR: UNANIMOUS

1.4 Notice of Intention to Deal with Matters in a Confidential Session

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

676/25

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

Item: 7.1

Title: Investment in Digital Transformation – Request for procurement exemption to commence negotiation.

Reason for considering in closed session: The report is confidential in accordance with section 10A (2) (c) (d) of the Local Government Act 1993 as the report contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business; AND the report contains commercial information of a confidential nature that would, if disclosed (i) prejudice the commercial position of the person who supplied it; or (ii) confer a commercial advantage on a competitor of the Council; or (iii) reveal a trade secret.

2 *That the Council request the CEO to report on this matter in open session of Council so that any resolutions of Council may be made publicly available.*

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

MAYORAL MINUTE

1.5 Additional Waste Services for Flood Impacted Residents

7:06pm

A MOTION WAS *MOVED* by Councillor MCKINNA and *SECONDED* by Councillor NEAL:

677/25

- 1 That flood affected residents be allowed an additional 8 bulk waste kerb side collections in the current collection year.**
- 2 That the Chief Executive Officer determines how flood waste and flood affected residents are identified to best implement this concession.**

COUNCILLOR MACGREGOR LEFT THE MEETING AT 7:11PM DURING CONSIDERATION, AND AS A RESULT TOOK NO PART IN VOTING.

CARRIED

FOR: UNANIMOUS

FINANCIAL ITEMS

2.1 Monthly Investment Report April 2025

7:12pm

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

COUNCILLOR MACGREGOR RETURNED TO THE MEETING AT 7:13PM DURING CONSIDERATION OF THIS ITEM

678/25

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**

CARRIED

FOR: UNANIMOUS

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

2.2 Monthly Finance Report April 2025

7:16pm

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

679/25

That Council receives the Monthly Financial Report – April 2025

CARRIED

FOR: UNANIMOUS

REPORTS AND RECOMMENDATIONS OF STANDING COMMITTEES

3.1 Economic Development Committee - Minutes and Recommendations - May 2025

7:19pm

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

680/25

That Council:

- 1 *Receives and notes the minutes of the Economic Development Committee meeting held in May 2025.***
- 2 *Adopts the recommendation EDC9/25 of the Economic Development Committee as follows:***
 - 1. *That Council endorses 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.***
- 3 *Requests the Chief Executive Officer to develop a probity strategy and protocol regarding the operation of the Committees and bring back to the June 2025 Ordinary Council Meeting.***

COUNCILLOR CROWLEY LEFT THE MEETING AT 7:22 PM DUE TO AN INJURY SUSTAINED EARLIER IN THE DAY, AND AS A RESULT TOOK NO PART IN VOTING FOR THE REMAINDER OF THE MEETING.

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

That Council:

- 1 *Receives and notes the minutes of the Economic Development Committee meeting held in May 2025.***

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

- 2 *Adopts the recommendation of the Economic Development Committee in resolution EDC9/25 as detailed in this report.*
- 3 *Requests the Chief Executive Officer to develop a probity strategy and protocol regarding the operation of the Committees.*
- 4 *That Council resolves to:*
 - a) *Expands the membership of the Economic Development Standing Committee to include all Councillors.*
 - b) *Delegate decision making functions to the newly constituted Economic Development Standing Committee.*
 - c) *Schedule future meetings to be held on the 2nd Tuesday, in keeping the current frequency of meetings.*

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

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

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

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

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

AGAINST: CR LAMONT

3.2 Environment and Planning Committee - Minutes and Recommendations - May 2025

7:36pm

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

681/25

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 as follows:***
 - a) ***EPC2/25, That Council:***
 - I. ***Endorses finalisation of the Planning Proposal for 126 Somersby Falls Road, Somersby (RZ/1/2024).***
 - II. ***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.***

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

- III. **Notifies those who made submissions during the public exhibition of Council's decision.**

- b) **EPC4/25, That Council:**
 - I. **Endorses the adoption of the Central Coast Thematic History (Attachment 1).**
 - II. **Endorses publishing on Council's website the 'Closing the Loop' Statement (Attachment 2).**
 - III. **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)**

- c) **EPC5/25, That Council:**
 - I. **Resolves to place the Draft 1A Jaques Street Masterplan on public exhibition for a period of not less than 42 days.**
 - II. **Notifies those people who made submissions during the initial consultation period that the Draft 1A Jaques Street Masterplan is on public exhibition.**
 - III. **Considers a further report on the outcome of public exhibition.**

- d) **EPC6/25, 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.**

- e) **EPC8/25, That Council:**
 - I. **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.**
 - II. **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.**
 - III. **Undertakes community and public authority consultation in accordance with the Gateway Determination requirements.**

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

- f) **EPC10/25, That Council:**
- I. **Endorses the draft Central Coast Section 7.12 Local Infrastructure Contributions Plan 2024 for public exhibition (see Attachment 1).**
 - II. **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**
 - III. **Provides public notice of Council's decision to repeal the contribution plans, in accordance with the Environmental Planning and Assessment Regulation, 2000.**
 - IV. **Redirects any outstanding funds from the proposed repeal of Local Infrastructure Contribution Plans as nominated in Attachment 2.**
 - V. **Notes that a further report will be provided following the public exhibition period.**
 - VI. **Provides a workshop for all Councillors to be held on the Contributions Plans whilst it is out on exhibition.**
- g) **EPC11/25, That Council endorses public exhibition of the Draft Central Coast Regulatory Priorities Statement (Attachment 1) for a period of not less than 28 days.**
- 3 **That Council convenes an Extraordinary Meeting of the Environment and Planning Committee to determine it's position at 7:00pm on 10 June 2025, via Teams or in Person.**
- 4 **Council delegates to the committee, the authority to determine the EPC9/25 – MacMasters Beach Temporary Coastal Protection Works matter, in relation to the acceptance or dismissal of NSW Government Grant funding.**

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

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

AGAINST: CR CASTLES AND MACGREGOR

A MATTER ARISING WAS MOVED by Councillor SMITH and SECONDED by Councillor WALSH:

682/25

That:

- 1 **Council convenes a workshop on heritage strategy to be held by the end of July 2025 .**
- 2 **The purpose of the workshop is to consider Council's approach to heritage including strategies, priorities and actions over the next 5 years.**

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

- 3 **An independent facilitator be engaged for the workshop (expected 2-3 hours) with the program to include:**
 - a) **Council's role and responsibilities regarding heritage,**
 - b) **Previous and current activities related to heritage,**
 - c) **Priorities going forward with input from workshop participants,**
 - d) **An analysis of priorities that will contribute to a strategy and action plan.**

- 4 **Workshop participants should include, but not be limited to:**
 - a) **Interested Councillors,**
 - b) **Relevant Council staff,**
 - c) **Former members of Council heritage advisory committees (since 2017),**
 - d) **Organisations and individuals involved with heritage and history (identified through consultation with staff and interested Councillors).**

- 5 **That a further report come back to the Environment and Planning Committee in August 2025.**

CARRIED

FOR: UNANIMOUS

3.3 Governance and Finance Committee - Minutes and Recommendations - May 2025

8:07pm

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 as follows:*
 - a) *GFC3/25,*
 - b) *GFC4/25,*
 - c) *GFC5/25,*
 - d) *GFC6/25,*
 - e) *GFC7/25,*
 - f) *GFC8/25, and*
 - g) *GFC9/25.*

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

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 as follows:*
 - a) *GFC3/25,*
 - b) *GFC5/25,*
 - c) *GFC6/25,*

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

- d) GFC7/25,
 - e) GFC8/25, and
 - f) GFC9/25.
- 3 At Resolution GFC4/25 - Draft Code of Meeting Practice - for Public Exhibition
- a) Amends Clause 5.14 of the Draft Code of Meeting Practice to allow Councillors to submit more than one Notice of Motion per meeting, with a maximum of 15 NoMs to be accepted per Ordinary Council Meeting, in accordance with the process outlined below, before the document is placed on public exhibition.
 - a) Accepts the proposed Amendment to Clause 5.14 of the Code of Meeting Practice: Amend Clause 5.14 as follows:
"Councillors may submit more than one Notice of Motion (NoM) per Ordinary Council Meeting, provided all NoMs comply with the applicable submission deadlines, formatting, and governance requirements."
 - c) If the total number of valid NoMs submitted by all Councillors for an Ordinary Council Meeting exceeds 15, the following process will apply:
 - i. The first NoM submitted by each Councillor (based on submission timestamp) will be accepted onto the business paper, ensuring that each Councillor is afforded the opportunity to bring forward one item.
 - ii. Remaining available slots (up to the total cap of 15) will be filled by additional NoMs, accepted in order of submission time.
 - iii. Any NoMs not accepted due to the meeting cap may be resubmitted for inclusion at subsequent Ordinary Council Meetings.
 - iv. The General Manager (or their delegate) will ensure the order of receipt is documented and transparent.

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

683/25

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 as follows:**
 - a) GFC3/25, That Council endorses 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.**
 - b) GFC4/25, 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.**
 - c) GFC5/25, 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.**

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

- d) **GFC6/25, That Council adopts the draft Councillor Expenses and Facilities Policy at Attachment 1.**
- e) **GFC7/25, That Council:**
- I. **Confirms 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.**
 - II. **Confirms 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.**
- f) **GFC8/25, That Council adopts the reviewed Procurement Policy at Attachment 1.**
- g) **GFC9/25, That Council confirms 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.**

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

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

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, NEAL, SMITH, EATON OAM, STANTON, MCWAIDE, WRIGHT AND MCNAMARA

AGAINST: CRS MACGREGOR, CASTLES, WALSH AND LAMONT

3.4 Community and Culture Committee - Minutes and Recommendations - May 2025

8:21pm

A MOTION TO MOVE THE RECOMMENDATION was *MOVED* by Councillor CASTLES, *SECONDED* BY COUNCILLOR MCNAMARA

684/25

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 as follows:**
 - a) **CCC1/25, That Council:**
 - I. **Revokes the Art Collection Policy (Attachment 1).**
 - II. **Revokes the Policy for Art Purchases (Attachment 2).**

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

- b) **CCC3/25, That Council:**
- I. **Confirms 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.**
 - II. **Confirms 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.**
- c) **CCC4/25, That Council adopts the draft policy, noting that as this Policy does not represent a significant change to existing service delivery or community impact, public exhibition is not required.**
- d) **CCC5/25, That Council:**
- I. **Adopts the Draft Flag and Street Banner Policy, noting that as this Policy does not represent a significant change to existing service delivery or community impact, public exhibition is not required.**
 - II. **Revokes the existing Flying of Flags Policy, as it has been consolidated into the Flag and Street Banner Policy.**
- e) **CCC6/25, That Council:**
- I. **Confirms 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.**
 - II. **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.**
- f) **CCC7/25, That Council directs the Chief Executive Officer to formalise the draft Memorandum of Understanding between Central Coast Council and University of Newcastle Attachment.**
- g) **CCC8/25, That Council confirms that the existing Policy for Memorials, Naming of Council Facilities and Donations of Park Furniture and Trees be revoked.**
- h) **CCC9/25, That Council:**
- I. **Confirms 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.**
 - II. **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.**

CARRIED
FOR: UNANIMOUS

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

REPORTS

4.1 Q3 (March 2025) Operational Plan and Budget Review

8:27 pm

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

685/25

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.**

CARRIED

FOR: UNANIMOUS

4.2 Community Land Plan of Management 2025 - for Adoption

8:42pm

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

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.*

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

- 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.
- 9 Reaffirms that the Copacabana beachfront (including the sand dunes) is community land. It cannot be bought or sold.

A PROCEDURAL MOTION was *MOVED* by Councillor MACGREGOR *SECONDED* BY Councillor NEAL:

686/25

That the matter be laid on the table.

CARRIED

FOR: UNANIMOUS

4.3 Proposed lease for aviation purposes at Central Coast Airport - outcome of negotiations and next steps

8:51pm

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

687/25

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.***

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

- 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.**

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, WALSH, NEAL, SMITH AND LAMONT

AN AMENDMENT was *MOVED* by Councillor *CASTLES* and *SECONDED* by Councillor *WALSH*:

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 Requires the Chief Executive Officer to provide details of the proposed duration of any long-term lease to the June 2025 Council Meeting*
- 3 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.*
- 4 Requires that, prior to entering into a long-term lease, the Chief Executive Officer provides a briefing/workshop to Councillors as to the proposed lessee and lease terms at least 21 days prior to signing off on such a lease on a commercial-in-confidence basis.*

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

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

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

4.4 Draft Sportsground Allocation Policy - for Adoption

9:10pm

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

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

688/25

That Council:

- 1 Adopts the Sportsground Allocation Policy as set out in Attachment 1 of this report.**
- 2 That the Sporting Facilities Strategy be brought back to Council by December 2025 and if not complete an update be provided.**

CARRIED

FOR: UNANIMOUS

4.5 Water and Sewer Concessions and Rebate Policy - for Public Exhibition

9:28pm

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

689/25

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.**

CARRIED

FOR: UNANIMOUS

4.6 Mountain Bike Infrastructure in Open Space - for information

9:33pm

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

690/25

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.

CARRIED

FOR: UNANIMOUS

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

9:47pm

AN EXTENSION OF TIME, TO EXTEND THE MEETING BY 30 MINUTES, AND ADJOURN THE MEETING FOR A SHORT PERIOD was *MOVED* by Councillor MCKINNA:

CARRIED

FOR: UNANIMOUS

THAT THE MEETING RESUME AT 9:55PM was *MOVED* by Councillor MOULAND and *SECONDED* by Councillor MACGREGOR:

CARRIED

FOR: UNANIMOUS

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

9:55pm

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

691/25

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

CARRIED

FOR: UNANIMOUS

4.8 Protection of the Environment Trust - information on establishment of a Trust Management Committee

9:56:pm

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

692/25

That Council:

- 1 Notes the background information regarding the establishment of the Protection of the Environment Trust, including information on the Trust Deed (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 (Attachment 2)**
- 3 Adopts Option 3 in this report.**

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

- 4** *That the resolutions of Council (2020-2025) regarding the POET Committee be referred to the ARIC committee for their review and comment. That the financial statements for the POET committee be audited, and also referred to ARIC committee for review and comment. That the ARIC committee provide a recommendation on preferred or best practise model of operation for the POET Trust to Council. Funding for the audit will be provided by the office of the Chief Executive Office.*

CARRIED

FOR: UNANIMOUS

4.9 **Advisory Committee meetings held in 3rd Qtr 2024-25 - Minutes**

10:03pm

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

693/25

That Council notes the minutes of the Audit, Risk and Improvement Committee meeting held on 6 March 2025.

CARRIED

FOR: UNANIMOUS

4.10 **Community Support Grant Program March 2025**

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

694/25

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*

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

- 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.

4.11 Disclosure of Interests Return

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

695/25

That Council notes the tabling of a 'Disclosure of Interests' return made by Councillor Neal.

NOTICES OF MOTIONS

5.1 Notice of Motion - Implementation of a Petition Policy for Central Coast Council/NoM

10:06pm

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

That Council:

- 1 Develop and implement a formal Petition Policy for the receipt, processing, and consideration of petitions submitted by the community.
- 2 Developing the policy, ensuring that it aligns with relevant legislation and best practices.

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

- 3 Include provisions within the policy to specify:
- a. The format and requirements for petitions, including minimum details such as petitioners' names, addresses, and signatures.
 - b. Clear submission procedures, including the option for both physical and electronic petitions.
 - c. Guidelines for acknowledging receipt of petitions and outlining the process for consideration by Council.
 - d. The way in which Council will respond to petitions, including timelines and reporting mechanisms.
 - e. Transparency measures, ensuring that petitions and Council responses are accessible to the public.
 - f. Request that the CEO prepares a draft Petition Policy and presents it to Council for consideration within 3 months.
 - g. Undertake community exhibition to ensure public input into the development of the Petition Policy.

COUNCILLOR STANTON LEFT THE MEETING AT 10:22PM DURING CONSIDERATION OF THIS ITEM AND AS A RESULT TOOK NO PART IN VOTING.

A PROCEDURAL MOTION THAT THE MOTION BE PUT was *MOVED* by Deputy Mayor **EATON OAM**:

That the Motion be put was put to the vote and declared **CARRIED**

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

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

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

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

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

AN EXTENSION OF TIME TO EXTEND THE MEETING BY 30 MINUTES was *MOVED* by Mayor **MCKINNA**:

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

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

AGAINST: CRS MACGREGOR, CASTLES AND WALSH

THAT THE MEETING MOVE INTO CONFIDENTIAL SESSION was *MOVED* by Councillor **MOULAND** and *SECONDED* by Councillor **DANIELS**:

The Mayor asked the Chief Executive Officer if any representations had been received from the public that the item should not be discussed in closed session.

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

The Chief Executive Officer confirmed that there have not been any submissions.

The Mayor asked if any persons present wanted to make any submissions.

There were no submissions.

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

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

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

At this stage of the meeting being 10:29pm the meeting moved into Confidential Session to discuss *Item 7.1 Investment in Digital Transformation - Request for procurement exemption to commence negotiations*, with the members of the press and public excluded from the closed session, and access to the correspondence and reports relating to the items considered during the course of the closed session being withheld. This action is taken in accordance with Section 10a of the *Local Government Act 1993*.

CONFIDENTIAL SESSION

7.1 Investment in Digital Transformation - Request for procurement exemption to commence negotiations

10:30pm

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

696/25

That Council:

- 1 In accordance with Section 55(3)(i) of the Local Government Act 1993, Council delegates to the Chief Executive Officer the authority to negotiate directly with Technology One for the provision of an integrated software solution on a Software as a Service platform (as outlined in this report) for the following extenuating circumstances:
 - a) lack of other local government integrated software solutions with Council's existing core systems.
 - b) the cost and time burden of proceeding to tender to make a similar assessment for a similar or inferior financial outcome.**
- 2 Authorises the Chief Executive Officer to appoint a qualified independent probity advisor to oversee the negotiations.**
- 3 Further, that a report be provided back to Council on the outcomes of the negotiations. Noting that any new contract would be beyond the CEO's financial delegations and consequently a decision whether to enter in a contract will be a decision of Council.**

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

- 4 If negotiations are successful, then a report to Council identifies gateways to come back to council for decisions during the implementation process.**

CARRIED

FOR: UNANIMOUS

THAT THE MEETING RESUME AT 10:59PM was *MOVED* by Deputy Mayor EATON OAM:

CARRIED

FOR: UNANIMOUS

At this stage of the meeting being 10:59pm, the Chief Executive Officer read the resolution of the closed session.

The Meeting closed at 11:01pm.

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

23 June 2025 Ordinary Council Meeting

Reference: F2024/00015 - D16567317



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: 1.4
Title: Matter laid on the table - Community Land Plan of Management 2025 - for Adoption
Department: Environment and Planning

23 June 2025 Ordinary Council Meeting

Reference: F2025/00016 - D16871276

Matter laid on the table – Community Land Plan of Management 2025 - for Adoption Background

At the 27 May 2025 meeting, Council resolved on the motion of Councillor MacGregor, and seconded by Councillor Neal:

686/25 - That the matter be laid on the table.

To recommence debate on this matter at the point at which it was suspended, a motion should be moved to "lift the matter from the table".

If this is successful, debate recommences.

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

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.*

1.4 Matter laid on the table - Community Land Plan of Management 2025 - for Adoption (cont'd)

- 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.*
- 9 *Reaffirms that the Copacabana beachfront (including the sand dunes) is community land. It cannot be bought or sold.*

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



23 June 2025 Ordinary Council Meeting

Reference: F2020/03205 - D16879214
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:

- 1 *Receives the Monthly Financial Report – May 2025***
- 2 *Allocates \$300,000 to fund the works required relating to The Entrance play area softfall, with these funds being reallocated from the following projects:***
 - a) Project 27539 - Hard Court Renewal Program - Various Parks - \$190,000***
 - b) Project 27000 - Avoca - Car Park Upgrade - South End Park, - Investigations and Design - \$30,000***
 - c) Project 27460 - Parks Water Use Monitoring Systems - Various Parks - \$50,000***
 - d) Project 27084 - Wyong River - Aquatic Infrastructure - Canoe/Dinghy Launch - \$30,000***
- 3 *Allocates \$450,000 to the digital transformation project for collaborative meeting room panels in both publicly available and staff areas, with these funds being reallocated from the following projects:***
 - a) Project 26359 - Regional Animal Care Facility Investigation and Designs - \$150,000***
 - b) Project 26547 - RFS - Internal and external renewals - Various Rural Fire Service Buildings - \$110,000***
 - c) Project 26820 - Water and Sewer Legislative Security Upgrades. Region Wide - \$190,000***

- 4 Allocates \$94,000 to fund the commencement of emergency power supply works at the Lake Haven Recreation Centre, Lake Haven, with these funds being reallocated from the following projects:**
- a) Project 25516 - Toowoon Bay Holiday Park - Reactive capital renewal - \$44,000**
 - b) Project 27515- Court Lighting and Fence Renewal Program - Terrigal Tennis Courts - \$50,000**
-

Report purpose

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

Executive Summary

For 2024-25 FY Council has budgeted, on a consolidated basis, an adopted operating surplus before capital income of \$37.9M (Original Budget \$10.7M). As at 31 May 2025, Council has an operating surplus of \$45.0M, compared to a YTD budgeted operating surplus of \$28.7M.

The budgeted net operating position will fluctuate throughout the financial year, reflecting income and expenditure timing. The YTD variance of \$16.3M represents 2.1% of Council's gross annual operating expenditure budget of \$796.1M.

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, and anticipated delivery of the Operational Plan actions, Council is tracking to achieve an operating result in the vicinity of the 2024-25 FY budget.

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.

It is noted that the June 2025 monthly financial report will be a summary report based on indicative results at time of reporting. The 2024-25 FY results will be subject to change as end of year processes are undertaken to complete the 2024-25 FY Annual Financial Statements.

The July 2025 monthly financial report will also be a summary report as the focus of staff will be on the completion of the 2024-25 FY Annual Financial Statements to submitted to Council for referral to audit.

Background

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

Report

Consolidated Operating Statement

As at 31 May 2025, Council has a consolidated net operating surplus of \$45.0M, before capital income, which is favourable to YTD budget by \$16.3M. The overall variance is predominantly driven by a YTD favourable variance in operating expenses, being a favourable YTD variance of \$18.1M (2.6% of YTD operating expenses budget) and a YTD unfavourable variance in operating income against budget of \$1.8M (0.2% of YTD operating income 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 \$164.1M which is favourable to YTD budget by \$26.7M.

The majority of YTD Budget variances reported as at 31 May 2025 are deemed to be predominantly timing. It is also 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.

It is further noted that the risk associated of not receiving the full budgeted amount of \$27M for the Financial Assistance Grant at the end of financial year may impact results.

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

Consolidated							
Operating Statement							
May 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	%
Operating Income							
Rates and Annual Charges	421,528	460,606	460,657	432,256	432,071	(185)	0%
User Charges and Fees	169,410	170,284	178,644	155,328	156,437	1,109	1%
Other Revenue	24,155	15,532	19,940	14,266	16,386	2,120	15%
Interest	38,249	26,022	44,280	31,317	30,342	(974)	3%
Grants and Contributions	52,810	44,668	54,099	26,508	26,574	66	0%
Gain on Disposal	3,084	-	946	1,003	1,253	250	25%
Other Income	10,306	10,462	10,937	10,441	10,585	144	1%
Internal Revenue	57,120	56,950	64,523	59,616	55,326	(4,289)	7%
Total Income attributable to Operations	776,662	784,524	834,027	730,735	728,975	(1,760)	0%
Operating Expenses							
Employee Costs	194,560	217,710	218,551	197,760	198,219	(459)	0%
Borrowing Costs	12,466	12,010	12,664	7,294	7,033	261	4%
Materials and Services	229,244	245,138	249,139	216,166	201,671	14,495	7%
Depreciation and Amortisation	197,293	202,942	210,225	192,532	191,766	766	0%
Other Expenses	43,096	47,217	49,209	37,077	36,574	503	1%
Loss on Disposal	11,911	-	1,930	1,922	2,411	(489)	25%
Internal Expenses	49,488	48,807	54,381	49,329	46,305	3,023	6%
Overheads	(0)	-	(0)	(0)	0	(0)	100%
Total Expenses attributable to Operations	738,060	773,823	796,101	702,081	683,979	18,102	3%
Operating Result after Overheads and before Capital Amounts	38,602	10,701	37,926	28,654	44,997	16,342	
Capital Grants	63,325	85,684	74,678	48,980	58,776	9,795	20%
Capital Contributions	43,842	23,908	61,926	59,819	60,344	526	1%
Grants and Contributions Capital Received	107,167	109,592	136,605	108,799	119,120	10,321	9%
Net Operating Result	145,769	120,293	174,531	137,454	164,117	26,663	19%

Variance analysis on the consolidated operating result is as follows:

Operating Revenue

Rates and Annual Charges

\$0.2M Unfavourable to YTD budget.

- No major variances noted.

User Fees and Charges

\$1.1M Favourable to YTD budget. Main variances include:

- \$0.4M favourable variance in Infrastructure Restoration Fees due to increased footpath and driveway restoration work undertaken in the month.
- \$0.2M favourable variance in Tipping Fees due to increased tonnages presented to the waste facilities by customers.
- \$0.5M favourable variance in Holiday Park fees aligned with higher than forecasted utilisation of facilities.

Other Revenue

\$2.1M Favourable to YTD budget. Main variances include:

- \$0.2M favourable royalty payments for landfill gas due to increased gas volumes and favourable wholesale electricity and carbon credit unit pricing.
- \$0.5M favourable variance in parking and other fines due to actual year to date fines revenue exceeding YTD budget.
- \$0.4M favourable variance due to higher than budgeted insurance recoveries. This item is budgeted conservatively due to uncertainty of recovery outcomes and timing.
- \$0.8M favourable variance in unrealised gains on investments that are subject to market movements. This income item is subject to volatility as it is driven by external market forces. Accordingly, the budget is updated each quarter based on actual unrealised gains recorded at that point in time. This approach is applied to minimise the risk of significant adverse budget impacts in the event of a major market downturn.
- Balance is made up of variances across various operations.

Interest

\$1.0M Unfavourable to YTD budget. Main variance being:

- Unfavourable variance due to timing of interest received on specific investments compared to overall interest phasing, however, still on track to achieve the full year budget target.

Operating Grants and Contributions

\$0.1M Favourable to YTD budget.

- No major variances noted.

Gain on Disposal

\$0.3M Favourable to YTD budget. Main variance being:

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

Other Income

\$0.1M Favourable to YTD budget.

- No major variances noted.

Internal revenue

\$4.3M Unfavourable to YTD budget.

- \$4.0M unfavourable variance in waste management facility revenue from Water & Sewer tipping related to delayed grit removal at Woy Woy Sewer Treatment Plant due to wet weather. Whilst this is anticipated to be completed by 30 June, revised grit volume estimates indicate a portion of this unfavourable variance to remain at the end of financial year.
- Balance is made up of variances across various operations.

Operating Expenses

Employee Costs

\$0.5M Unfavourable to YTD budget. Main variance being:

- Unfavourable variance mainly due to more than YTD budgeted employee costs related to recent storm event cleanup and emergency works.

Borrowing Costs

\$0.3M Favourable to YTD budget. Main variance being:

- This variance predominantly relates less than budgeted variable interest rates.

Materials and Services

\$14.5M Favourable to YTD budget. Variances are mainly timing in nature. Main variances include:

- \$3.2M favourable timing variance in Governance Services mainly relating to election expense payment. Council has received the invoice in late May and this will be processed in June.
- \$2.3M favourable timing variance in Water & Sewer due to timing of program delivery.
- \$0.5M favourable variance in Roads Construction and Maintenance due to timing of contract payments.
- \$0.5M favourable variance in Engineering Services due to timing of contract payments.
- \$0.6M favourable variance in Facilities and Asset Management due to timing of contract payments.
- \$1.4M favourable variance in Waste Management due to a combination of contract and material payment timing.
- \$0.9M favourable variance in Commercial Property and Business Enterprise mainly due to underspend in the current period to be made up by year-end.

2.1 Monthly Finance Report May 2025 (cont'd)

- \$0.7M favourable variance in Strategic Planning mainly due to timing of project delivery.
- \$0.6M favourable variance in Environmental Management mainly due to timing of project delivery.
- \$1.9M favourable in Community and Recreation attributable to timing of event projects delivery and timing of waste contract payments.
- \$0.2M unfavourable timing variance in Information Technology due to timing of licenses and other contract payments.
- Balance is made up of minor variances across various operations.

Depreciation

\$0.8M Favourable to YTD budget. Main variance being:

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

Other Expenses

\$0.5M Favourable to YTD budget. Main variances include:

- \$0.5M favourable variance in EPA levy corresponding with decreased internal tipping revenue.
- \$0.9M favourable timing variance in Bad and Doubtful expenses as this item is assessed and accounted for at end of the financial year.
- \$0.5M unfavourable variance in unrealised loss on Investments.

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

\$3.0M Favourable to YTD budget.

- \$4.0M favourable variance in Water & Sewer tipping related to delayed grit removal at Woy Woy Sewer Treatment Plant due to wet weather. Whilst this is anticipated to be completed by 30 June, revised grit volume estimates indicate a portion of this variance to remain at the end of financial year.
- \$1.0M unfavourable variance in Plant and Fleet permanent hire due to higher than budgeted internal plant utilisation.

2.1 Monthly Finance Report May 2025 (cont'd)

Capital Income

Capital Grants

\$9.8M Favourable to YTD budget. Timing differences associated with the recognition of income with capital delivery and payment milestones.

Capital Contributions

\$0.5M Favourable to YTD budget. This is mainly due to recognition of donated assets. Developer contributions as donated assets has seen an improvement in process and timeliness of recognition.

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 – May 2025


<div style="display: flex; justify-content: space-between; align-items: center;"> <div style="text-align: center;"> <h2 style="margin: 0;">Total General (+Drainage & Waste) Fund</h2> <h3 style="margin: 0;">Operating Statement</h3> <p style="margin: 0;">May 2025</p> </div> <div style="text-align: right;">  </div> </div>							
	PRIOR YEAR Actuals	Original Budget	FULL YEAR Budget	YTD Budget	YTD Actuals	YTD Variance (excluding commitments)	YTD Variance (excluding commitments)
	\$'000	\$'000		\$'000	\$'000	\$'000	%
Operating Income							
Rates and Annual Charges	313,733	329,428	329,479	303,423	303,500	77	0%
User Charges and Fees	76,366	75,789	81,224	75,019	76,514	1,494	2%
Other Revenue	22,826	15,532	19,399	13,725	15,613	1,888	14%
Interest	28,347	22,440	34,196	24,199	22,011	(2,188)	9%
Grants and Contributions	52,506	44,668	53,979	26,387	26,440	53	0%
Gain on Disposal	2,482	-	946	1,003	1,253	250	25%
Other Income	10,306	10,462	10,937	10,441	10,585	144	1%
Internal Revenue	52,827	54,085	60,250	56,164	51,805	(4,359)	8%
Total Income attributable to Operations	559,392	552,403	590,409	510,362	507,720	(2,641)	1%
Operating Expenses							
Employee Costs	159,433	177,004	178,143	160,239	160,467	(227)	0%
Borrowing Costs	4,934	3,352	4,897	1,253	1,067	186	15%
Materials and Services	183,599	191,871	198,980	173,104	160,896	12,208	7%
Depreciation and Amortisation	116,976	118,464	124,213	113,668	113,719	(51)	0%
Other Expenses	42,817	47,217	48,890	36,757	36,102	655	2%
Loss on Disposal	8,703	-	1,657	1,649	2,084	(435)	26%
Internal Expenses	36,876	34,518	35,368	31,435	32,479	(1,043)	3%
Overheads	(24,514)	(23,585)	(26,218)	(24,117)	(24,117)	(0)	0%
Total Expenses attributable to Operations	528,824	548,841	565,929	493,988	482,696	11,292	2%
Operating Result after Overheads and before Capital Amounts	30,569	3,562	24,480	16,374	25,024	8,650	
Capital Grants	52,066	65,482	59,076	36,355	48,446	12,091	33%
Capital Contributions	36,009	17,908	55,190	53,582	52,444	(1,138)	2%
Grants and Contributions Capital Received	88,075	83,390	114,266	89,937	100,890	10,953	12%
Net Operating Result	118,644	86,951	138,747	106,311	125,914	19,604	18%

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

Total Water & Sewer Fund							
Operating Statement							
May 2025							
	PRIOR YEAR Actuals	Original Budget	FULL YEAR Budget	YTD Budget	YTD Actuals	YTD Variance (excluding commitments)	YTD Variance (excluding commitments)
	\$'000	\$'000		\$'000	\$'000	\$'000	%
Operating Income							
Rates and Annual Charges	107,795	131,178	131,178	128,833	128,571	(262)	0%
User Charges and Fees	93,044	94,495	97,420	80,309	79,923	(386)	0%
Other Revenue	1,329	-	541	541	773	232	43%
Interest	9,902	3,582	10,084	7,117	8,332	1,214	17%
Grants and Contributions	304	-	121	121	134	13	11%
Gain on Disposal	602	-	-	-	-	-	100%
Other Income	-	-	-	-	-	-	100%
Internal Revenue	4,294	2,866	4,273	3,452	3,522	70	2%
Total Income attributable to Operations	217,269	232,122	243,618	220,373	221,255	882	0%
Operating Expenses							
Employee Costs	35,127	40,705	40,408	37,521	37,753	(232)	1%
Borrowing Costs	7,533	8,658	7,767	6,041	5,966	76	1%
Materials and Services	45,645	53,267	50,160	43,063	40,775	2,287	5%
Depreciation and Amortisation	80,317	84,478	86,012	78,864	78,047	817	1%
Other Expenses	279	-	320	320	471	(152)	47%
Loss on Disposal	3,208	-	273	273	327	(54)	20%
Internal Expenses	12,612	14,289	19,014	17,894	13,827	4,067	23%
Overheads	24,514	23,585	26,218	24,117	24,117	-	0%
Total Expenses attributable to Operations	209,236	224,982	230,172	208,093	201,282	6,810	3%
Operating Result after Overheads and before Capital Amounts	8,033	7,139	13,446	12,280	19,973	7,692	
Capital Grants	11,259	20,202	15,602	12,626	10,330	(2,296)	18%
Capital Contributions	7,833	6,000	6,737	6,237	7,900	1,663	27%
Grants and Contributions Capital Received	19,092	26,202	22,339	18,863	18,230	(633)	3%
Net Operating Result	27,125	33,341	35,784	31,143	38,202	7,059	23%

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 – May 2025

Financial Performance Ratio	Industry Benchmark	Original Full Year Budget	Ratio – YTD Actuals	
Operating Performance Ratio	> 0%	1.47%	6.6%	✓
Own Source operating Revenue Ratio	> 60%	81.57%	81.5%	✓
Unrestricted Current Ratio	> 1.5x	2.57x	3.9x	✓
Cash Expense Cover Ratio	> 3 months	3.44 months	5.4 months	✓
Buildings and Infrastructure Renewals Ratio	100%	138%	131%	
Infrastructure Maintenance Ratio	100%	n/a	47.8%	

As at the end of the May 2025, on a consolidated basis, Council exceeded the mandated benchmark for the operating performance ratio, achieving 6.6%.

Council has also performed favourably against the unrestricted current ratio, achieving 3.9x 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. Early results indicate that there will be a significant increase in the result. A further update will be provided in the June Finance Report with finalised figures to be included in the Financial Statements.

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

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

Cash and Investments

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

Loans

As at 31 May 2025 Council has borrowings totaling \$215.6M, across all Funds and including the remaining Emergency Loan that is due to be fully paid in November 2025.

Table 5 – Outstanding loan borrowings by fund – May 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	16,795
External loans - non - current (excluding emergency loan)	8,848	5,870	14,718	144,098
Emergency loan	35,001	0	35,001	0
Total external loans	48,243	6,458	54,701	160,893

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

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

General Fund Debt

Although council has sufficient unrestricted cash to extinguish all General Fund loans, it is not prudent 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 May 2025, a repayment of \$0.3M was made against the emergency loan, reducing the balance from \$35.3M reported as at the end of April 2025 to \$35.0M as at the end of this reporting period.

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

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

Capital Works

For 2024-25, Council has a FY capital budget of \$316.5M. As at 31 May 2025 capital expenditure is \$238.3M against a YTD budget of \$264.7M for the same period. Commitments (approved purchase orders to external suppliers) of \$29.9M have been raised for delivery this year.

2.1 Monthly Finance Report May 2025 (cont'd)

The current expenditure against budget indicates that delivery of works is trending behind anticipated timing and an insignificant portion of full year budget will remain unspent at the end of financial year. Delivery of works is impacted by a number of factors including inclement weather conditions including natural disasters, availability of suppliers, and any required planning and approval processes.

Table 6 – Capital Expenditure – May 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	9	-	-	(9)	
02. Community and Recreation Services	51,420	47,896	40,138	34,870	4,436	(5,268)	-13.1%
03. Infrastructure Services	106,650	111,440	101,300	90,406	8,237	(10,894)	-10.8%
04. Water and Sewer	122,366	120,858	93,312	92,759	10,913	(553)	-0.6%
05. Environment and Planning	9,911	10,802	7,868	4,985	1,557	(2,883)	-36.6%
06. Corporate Services	18,180	25,540	22,060	15,261	4,797	(6,798)	-30.8%
Total	308,527	316,545	264,687	238,281	29,940	(26,406)	-10.0%

* Negative variance denotes an underspend in capital budget

Figure 1 – Capital Expenditure by Directorate

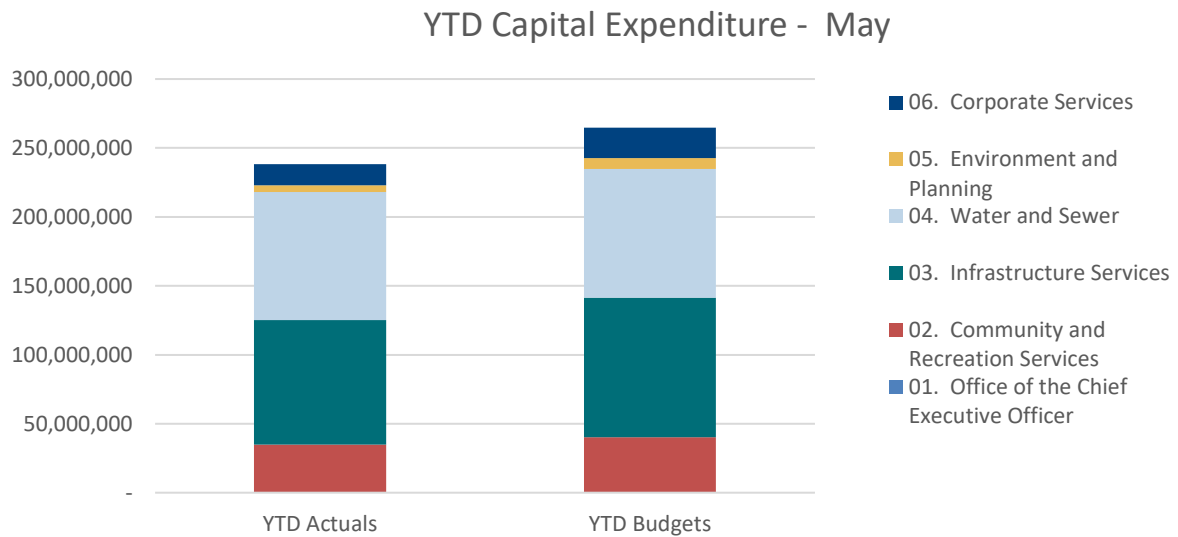
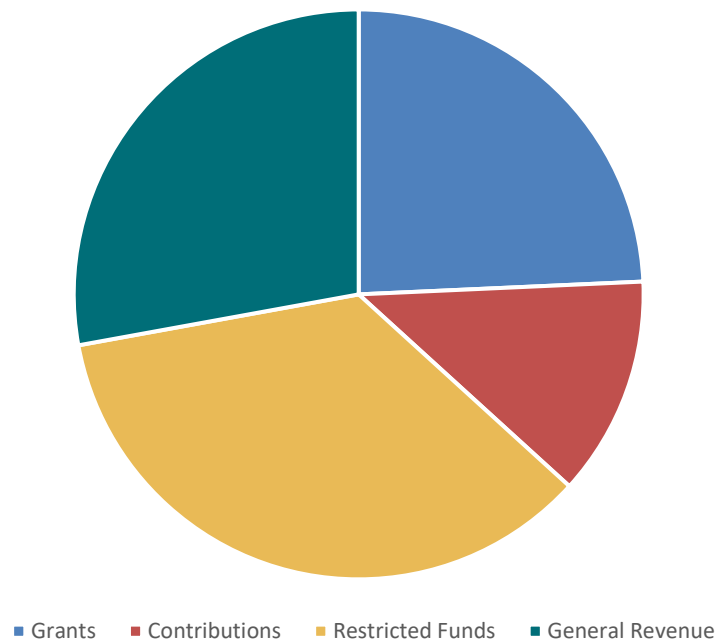


Figure 2 – Capital Expenditure by Funding Source

YTD Capital expenditure by funding source

**Proposed 2024-25 Capital Works changes:**The Entrance play area softfall, The Entrance

It is proposed that Council reallocates the total savings of \$300K from projects completed with savings to enable urgent works on the softfall at The Entrance play area.

The aging softfall at The Entrance play area saw significant impact and deterioration due to the recent weather event which has resulted in the need for urgent replacement to mitigate safety and environmental risks.

It is proposed that Council reallocates funds from the following projects:

- Project 27539 - Hard Court Renewal Program - Various Parks - \$190,000
- Project 27000 - Avoca - Car Park Upgrade - South End Park, - Investigations and Design - \$30,000
- Project 27460 - Parks Water Use Monitoring Systems - Various Parks - \$50,000
- Project 27084 - Wyong River - Aquatic Infrastructure - Canoe/Dinghy Launch - \$30,000

Digital Transformation – Collaboration Equipment, Wyong Administration Building

It is proposed that Council reallocates \$450,000 from projects completed with savings to enable the procurement of collaboration equipment for the Council meeting rooms and offices in this financial year. The rooms are used for various Council business activities including Council workshops, briefings and Committee meetings, and meetings held by staff

Council Officers are undertaking a procurement process for collaboration equipment, including interactive screens for the Council meeting rooms. There is the opportunity to finalise the procurement of the equipment to secure pricing before the 2025-26 price escalations.

It is proposed that Council reallocates funds from the following projects:

- a) Project 26359 - Regional Animal Care Facility Investigation and Designs - \$150,000
- b) Project 26547 - RFS - Internal and external renewals - Various Rural Fire Service Buildings - \$110,000
- c) Project 26820 - Water and Sewer Legislative Security Upgrades. Region Wide - \$190,000

Emergency power supply works at Lake Haven Recreation Centre, Lake Haven

It is proposed that Council reallocates \$94,000 from projects completed with savings or postponed, to enable urgent works to commence in this financial year to address works power supply faults identified at the Lake Haven Recreation Centre, Lake Haven. The works and further expenditure will continue into FY2025-26, and the additional funds that will be required in FY2025/26 (\$321,000) have been reflected in the 2025-26 Operational Plan included as a separate item in this business paper.

It is proposed that Council reallocates funds from the following projects:

- a) Project 25516 - Toowoomba Bay Holiday Park - Reactive capital renewal - \$44,000
- b) Project 27515- Court Lighting and Fence Renewal Program - Terrigal Tennis Courts - \$50,000

Stakeholder Engagement

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

Financial Considerations

Financial Year (FY) Implications

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

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

The FY adopted budget includes funding for this proposal.

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

Link to Community Strategic Plan

Theme 4: Responsible

Goal G: Good governance and great partnerships

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

Risk Management

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

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

Critical Dates or Timeframes

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

Attachments

Nil



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

23 June 2025 Ordinary Council Meeting

Reference: F2020/03205 - D16879177
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 May 2025.***
- 2 *Notes that the May 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 May 2025.

Executive Summary

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

Background

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

(1) The Responsible Accounting Officer of a Council

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

2.2 Monthly Investment Report May 2025 (cont'd)

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

Certification

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

Emma Galea, Responsible Accounting Officer

Report

Council's cash and investment portfolio totalled \$869.55M as at 31 May 2025. A listing of investments is attached as (Attachment 1) to this report.

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

As at 31 May 2025 Council's ESG investments comprised 1.76% 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	\$18,346
Term Deposits	\$350,000
Floating Rate Notes	\$439,640
Fixed Rate Bonds	\$37,630
Floating Bonds	\$5,000
Transactional accounts and cash in hand	\$18,929
Total	\$869,545

2.2 Monthly Investment Report May 2025 (cont'd)

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

Table 2 - Council's Portfolio by Fund

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	233,733	40,799	274,532	114,623	243,867
Internal Restricted Cash	151,168	19	151,187		
Total Restricted Cash	384,901	40,818	425,719	114,623	243,867
Unrestricted Cash	122,165	(36,829)	85,336		
Total Cash	507,066	3,989	511,055	114,623	243,867

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 \$36.83M. 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 \$36.83M 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.

2.2 Monthly Investment Report May 2025 (cont'd)

Table 3 – Portfolio Movement Year to Date (Investments only)

	2024-25 YTD Actuals (\$'000)
Opening Balance	704,398
Net Movement	146,218
Closing balance	850,616

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	2.16%	Immediate	18,346
Investments			
0 - 3 months	15.11%	Aug-2025	128,500
4 - 6 months	11.21%	Nov-2025	95,380
7 - 12 months	19.55%	May-2026	166,300
1 - 2 years	26.45%	May-2027	225,000
2 - 3 years	9.83%	May-2028	83,600
3 - 4 years	6.29%	May-2029	53,490
4 - 5 years	9.40%	May-2030	80,000
Total Investments	97.84%		832,270
Total Portfolio	100.00%		850,616

Portfolio Performance

The Reserve Bank of Australia (RBA) reduced the cash rate to 3.85% in May 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 1.20% to 6.40%.

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

2.2 Monthly Investment Report May 2025 (cont'd)

Table 5 – Investment returns

	Weighted running yield	RBA Cash Rate	BBSW benchmark
May 2025	4.84%	3.85%	3.81%

Table 6 – Performance Statistics

	1 Month	3 Month	12 Month	Since Inception
Portfolio Return ¹	0.50%	1.21%	5.36%	2.76%
Performance Index ²	0.34%	1.05%	4.42%	2.44%
Excess Performance	0.16%	0.16%	0.94%	0.32%

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	40.23%	60.0%	✓
A	42.87%	70.0%	✓
AA	16.90%	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	2.16%		
Less than 1 year	45.87%	100%	✓
Between 1 and 3 years	36.28%	70%	✓
Between 3 and 5 years	15.69%	40%	✓
Over 5 years	0.0%	5%	✓
	100%		

*Based on face value

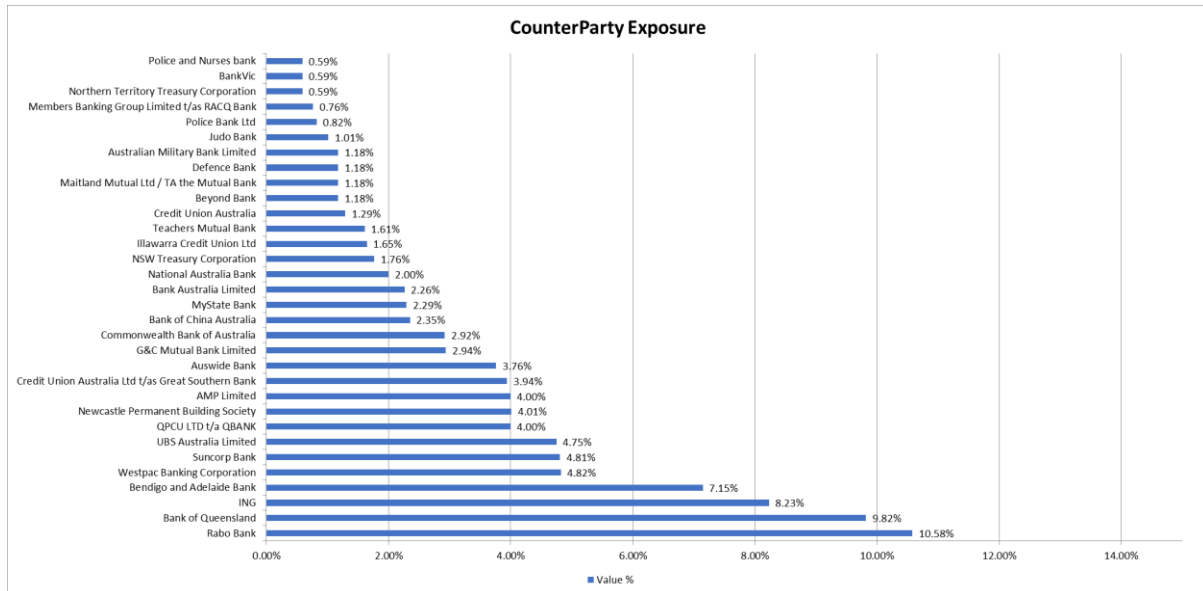
✓ compliant

× non-compliant

2.2 Monthly Investment Report May 2025 (cont'd)

Graph 1 – Counter Party Exposure

Exposure to counterparties will be restricted by their rating as per Council's Policy, so that single entity exposure is limited. Graph 1 shows Council's counter party exposure as at 31 May 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 (LTFFP) Impact.

The FY adopted budget includes the impact for this proposal.

Link to Community Strategic Plan

Theme 4: Responsible

Goal G: Good governance and great partnerships

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

Risk Management

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

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

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

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

Critical Dates or Timeframes

Nil.

Attachments

1	Summary of Investment as at 31 May 2025	Provided Under Separate Cover	D16886572
2	Summary of Restrictions as at 31 May 2025	Provided Under Separate Cover	D16886577
3	Portfolio Valuation Report as at 31 May 2025	Provided Under Separate Cover	D16886581



Item No: 3.1
Title: Economic Development Committee - Minutes and Recommendations - June 2025
Department: Community and Recreation Services

23 June 2025 Ordinary Council Meeting

Reference: F2025/00016 - D16892011

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 June 2025.***
- 2 Adopts the recommendations of the Economic Development Committee in the below resolutions:***
 - a) Item 1.9 - Night-Time Economy Action Plan 2025-2027
EDC18/25 – That Council adopts the draft Central Coast Night-Time Economy Action Plan 2025-2027.***
 - b) Item 1.11 – Central Coast Airshow
EDC20/25 - That Council instigates a process to select a suitable air show operator, to commence as soon as possible, with a view to holding an air show at a suitable time in the 2026-27 financial year.***

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 3 June 2025. Minutes of the meeting are provided for the information of Council. Recommendations of the Committee are submitted for Council's determination.

3.1 Economic Development Committee - Minutes and Recommendations - June 2025 (cont'd)

Report

Minutes of the Committee meeting held on 3 June 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.

The Economic Development Committee business papers are available on Council's website:

[Economic Development Committee - Business Papers - 3 June 2025](#)

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 - 3 June 2025 D16877326



Central Coast Council

Economic Development Committee

Held in Function Room 2
2 Hely Street, Wyong
03 June 2025

MINUTES

Attendance

Members

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

Councillor Guest

Deputy Mayor Doug Eaton OAM
Cr Margot Castles
Cr Sharon Walsh
Cr Helen Crowley

Guest

Mike Ruzzene, Director Urban Enterprise
Rory Brown, Executive Director, Smart
Places, Cities and Active Transport,
Transport for NSW

Staff

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

Status

Apology
Present
Present
Present (remotely)
Apology
Present
Apology
Present (remotely)

Present
Present
Present
Present (remotely)

Status

Present (remotely)
Present

Status

Present
Present
Present

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

The Chairperson, Councillor McNamara, declared the meeting open at 5:02pm

That in accordance with clause 6.20 of the Code of Meeting Practice, remote attendance via audio visual link to the Economic Development Committee meeting on 3 June 2025, be granted to Councillor Wright and Councillor Moulard due to personal reasons, was MOVED by Councillor SMITH and SECONDED by Councillor MCNAMARA.

CARRIED
FOR: UNANIMOUS

REPORTS

1.1 Introduction: Welcome, Acknowledgement of Country, and Apologies

5:04pm

The Chairperson read an Acknowledgement of Country Statement.

The Chairperson noted the written apologies of Mayor McKinna, Councillor MacGregor, and Councillor McWaide.

1.2 Disclosures of Interest

5:05pm

No disclosures of interest were disclosed.

1.3 Confirmation of Minutes of Previous Meeting

5:07pm

A MOTION was *MOVED* by Councillor WRIGHT and *SECONDED* by Councillor MCNAMARA:
EDC12/25

That the Committee confirm the minutes of the previous Economic Development Committee held on Tuesday 6 May 2025.

CARRIED
FOR: CRS SMITH, MCNAMARA AND JW WRIGHT
AGAINST: NIL

Councillor Neal refrained from voting on this item as she was not in attendance at the Meeting held 6 May 2025.

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

1.4 Items Resolved by Exception

5:09pm

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

EDC13/25

That the Committee determines the following items on the Economic Development Committee Agenda will be adopted without debate.

- a) Item 1.7 - Central Coast Food Manufacturing Innovation Hub - Occupation and Development of Ourimbah Site.***
- b) Item 1.8 - Industry into Schools Pilot Project.***

CARRIED

FOR: UNANIMOUS

1.5 Presentation by Transport for NSW - Smart Central Coast Blueprint

5:11pm

Rory Brown from Transport for NSW gave a verbal presentation to the committee.

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

EDC14/25

That the committee defer the item to the next Ordinary Meeting of the Economic Development Committee on 1 July 2025.

CARRIED

FOR: UNANIMOUS

1.6 Central Coast Visitor Accommodation Futures Study and Development Action Plan

5:32pm

Mike Ruzzenne, from Urban Enterprise, spoke to the Central Coast Visitor Accommodation Futures Study & Development Action Plan presentation.

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

EDC15/25

That the Committee:

- 1 Defers this item to the Ordinary Economic Development Committee meeting on the 5 August 2025.***
- 2 Receives further information on how AirBnB is managed, and is compared to other Local Government Areas.***

CARRIED

FOR: UNANIMOUS

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

1.7 Central Coast Food Manufacturing Innovation Hub - Occupation and Development of Ourimbah Site

RESOLVED by EXCEPTION on the MOTION of Councillor WRIGHT and SECONDED by Councillor NEAL:

EDC16/25

That the Committee:

- 1 Notes the information provided in this update.**
- 2 Commends Central Coast Industry Connect on progress made on the design, approval, construction, and operation of an industry-leading best-practice food manufacturing innovation hub on the NSW Central Coast.**
- 3 Invites representatives of Central Coast Industry Connect to make a presentation on the scope of the proposed operations of the hub to a future meeting of the Economic Development Committee.**

1.8 Industry into Schools Pilot Project

RESOLVED by EXCEPTION on the MOTION of Councillor WRIGHT and SECONDED by Councillor NEAL:

EDC17/25

That the Committee notes the Industry into Schools Pilot Project report.

1.9 Night-Time Economy Action Plan 2025-2027

6:10pm

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

EDC18/25

That the Committee:

- 1 Supports the draft Central Coast Night-Time Economy Action Plan 2025-2027 as set out in Attachment 1 to this report.**
- 2 Recommends that Council adopts the draft Central Coast Night-Time Economy Action Plan 2025-2027.**
- 3 Notes that annual updates of the implementation status of the Action Plan will be reported to the Economic Development Committee.**
- 4 Notes that further work and consultation is to be done on consideration of Terrigal as a Special Entertainment Precinct.**

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

CARRIED

FOR: UNANIMOUS

6.24pm

A PROCEDURAL MOTION TO CHANGE THE ORDER OF BUSINESS SO THAT Item 1.11 – Central Coast Airshow BE BROUGHT FORWARD AND DEALT WITH BEFORE Item 1.10 - Progressing the Warnervale Business Precinct – standing item was MOVED by Councillor SMITH and SECONDED by Councillor WRIGHT

CARRIED

FOR: UNANIMOUS

1.10 Progressing the Warnervale Business Precinct - Standing Item

6.38pm

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

EDC19/25

That the Committee receives and notes the contents of this report.

CARRIED

FOR: UNANIMOUS

1.11 Central Coast Air Show

6:24pm

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

EDC20/25

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 Notes that the confidential attachment to the report be made available, with identifying information removed after legal review, with a view to releasing it as a public document.***

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

- 5 **Notes that a workshop be provided to all Councillors in the next few months.**
- 6 **Recommends that Council commences 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.**

The Motion was put to the vote and declared **CARRIED**
FOR: CRS MCNAMARA, MOULAND AND NEAL
AGAINST: CR SMITH

The next meeting is to be held at 5:00pm on Tuesday 1 July 2025 at the Wyong Administration Building.

The Meeting concluded at 6:39pm

UNCONFIRMED

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



23 June 2025 Ordinary Council Meeting

Reference: F2025/00016 - D16893077

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 3 June 2025.***

- 2 Adopts the recommendations of the Environment and Planning Committee in the below resolutions.***
 - a) 'Item 1.5 - Local Strategic Planning Statement - For Public Exhibition' EPC16/25 - That Council directs the Chief Executive Officer to allocate relevant planning staff to meet with interested ward Councillors by 30 July 2025 to discuss how they would like to be involved in community consultation to develop the Local Strategic Planning Statement (LSPS) which is to be finalised by end of the year.***

 - b) Item 1.6 - Draft Open Coast Coastal Management Program - For Public Exhibition' EPC17/25:***
 - I. That Council places the draft Open Coast Coastal Management Program on public exhibition for not less than 42 calendar days.***
 - II. That Council directs the Chief Executive Officer to expedite the process around formation of the sub-committees to for Coastal, Estuary and Floodplain Risk Management Committee and Mangrove Mountain Advisory Committee.***

 - c) 'Item 1.7 - Land Acquisition - Mannering Park - Shared Pathway' EPC19/25:***
 - I. That Council acquires the following land pursuant to Section 177 of the Roads Act 1993 for the public purpose of road widening to enable road and pathway and drainage upgrades of Davistown Road Saratoga. The subject land is part of each of Lot 16 DP 22807, Lot 17 DP 22807, Lot 2 DP 1212395, Lot 1 DP 1212395, and Lot 20 DP 22807.***

II. That Council authorises the Chief Executive Officer to negotiate, finalise and execute the purchase of the land in accordance with the requirements of the Land Acquisition (Just Terms Compensation) Act 1991 (the Just Terms Act) with consideration given to the current market value of the land as determined by an independent valuer.

III. That Council authorises the Chief Executive Officer (being General Manager for the purposes of the Local Government Act 1993 (the LG Act)) to make an application to the Minister for Local Government and the Governor for approval to acquire the Lands by compulsory process pursuant to the Just Terms Act, if the acquisition of the land from the relevant property owners is not finalised within the statutory negotiation period set out in the Just Terms Act.

d) 'Item 1.9 – Winney Bay – Outcome of Consultation'

EPC20/25 - That Council requests that the Chief Executive Officer develops and implements a plan for safety barriers at appropriate locations along the cliff edge between Captain Cook Lookout and the existing Winney Bay Stairs to mitigate public safety risks and enable the informal walking trail to be used by the community.

e) Item 1.11 – Review of Policy for Asbestos Management

EPC22/25 - That Council endorses the Draft Policy for Asbestos Management to be placed on public exhibition for a period of not less than 28 days with a further report to be presented after the public exhibition period.

3 Receives and notes the minutes of the Extraordinary Environment and Planning Committee meeting held 10 June 2025.

4 Adopts the recommendations of the Extraordinary Environment and Planning Committee in the below resolutions.

a) Item 1.3 – MacMasters Beach Temporary Coastal Protection Works

EPC27/25

That Council:

I. Under Council's delegation, requires that the Chief Executive Officer request an extension of the current Coast and Estuary grant to 31 December 2026 (noting that the likely construction window would now be mid 2026).

II. Directs the Chief Executive Officer to include an action in the Open Coast Coastal Management Program (CMP) for the future possibility of temporary coastal protection works.

- III. Notes the inclusion of the action in the draft CMP to "Complete coastal risk and options assessment for Marine Parade at MacMasters Beach".**
- IV. Requests the Chief Executive Officer obtain a risk assessment from an appropriately qualified arborist for the Norfolk Island Pines along the foreshore of MacMasters Beach fronting the surf club.**
- V. Directs the Chief Executive Officer to disconnect the beach shower at the southern end of the surf club due to the erosion impacts on the embankment fronting MacMasters Beach SLSC.**
- VI. Investigates and undertakes short term safety works to the embankment fronting the MacMasters Beach SLSC with a view to replacing the deteriorating rock filled "Bulka Bags".**
- VII. Allocates the unspent portion of the 2024-25 project budget be rephased into the 2025-26 Council works program to allow delivery of Temporary Coastal Protection Works in 2025-26.**
- VIII. Endorses that MacMasters Beach Coastal Management becomes a standing agenda item for the Coastal Estuary and Floodplain Management subcommittee.**

- b) 'Item 1.4 - FOGO (Food Organics Garden Organics) Facility Business Case Report - referral to Council to seek Expression of Interest' EPC28/25**
That Council circulate the feasibility report and decision of the Administrator from May 2024 to all Councillors.
- c) 'Item 1.5 – Draft Flood Risk Management Policy – For Public Exhibition' EPC29/25**
That Council:
- I. Endorses the draft Flood Risk Management Policy to proceed to community consultation for a minimum of 42 days (refer to Attachment 1).**
 - II. Amends the draft policy to reflect 35 year house life and 50 year other building life.**
 - III. Requests that this policy be reviewed every (five) 5 years.**

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

Report purpose

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

Executive Summary

The Environment and Planning Committee held an Ordinary Meeting on 3 June 2025, and held an Extraordinary Meeting on 10 June 2025. Minutes of the meetings are provided for the information of Council. Recommendations of the Committee are submitted for Council's determination.

Report

Minutes of the Committee meetings held on 3 June 2025 and 10 June 2025 are reported for the information of Council. The minutes (Attachment 1 & 2) have been approved by the Committee Coordinator and will be reported to the Committee for confirmation at the next scheduled meeting.

The Environment and Planning Committee business papers are available on Council's website.

[Environment and Planning Committee Agenda - 3 June 2025](#)

[Environment and Planning Committee - Attachments - 3 June 2025](#)

[Environment and Planning Committee Agenda - Extraordinary Meeting - 10 June 2025](#)

[Environment and Planning Committee - Attachments - Extraordinary Meeting - 10 June 2025](#)

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 - 3 June 2025 | D16875025 |
| 2   | MINUTES - Environment and Planning Committee - 10 June 2025 | D16887641 |



Central Coast Council
Environment and Planning Committee
Held in the Function Room 2
2 Hely Street, Wyong

03 June 2025

MINUTES

Attendance

Members

Cr Doug Eaton OAM, Chairperson	Present
Cr Sharon Walsh, Deputy Chair	Present
Cr Margot Castles, Member	Present
Cr John Mouland, Member	Apology
Cr John McNamara, Member	Present
Cr Jane Smith, Member	Present
Cr Rachel Stanton, Member	Present (remotely)

Status

Guest Councillor

Cr Helen Crowley	Present (remotely)
Cr Corrine Lamont	Present (remotely)

Status

Staff

Shannon Turkington, Acting Director Environment and Planning	Present
Luke Sulkowski, Unit Manager Environmental Management	Present
Peter Sheath, Section Manager Bushfire and Flood Risk Management	Present
Ben Fullagar, Section Manager Catchments to Coast	Present
Shann Mitchell, Unit Manager Environmental Compliance Services	Present
Scott Duncan, Section Manager, Local Planning and Policy	Present
Ben Fullagar, Section Manager, Catchments to Coast	Present

Status

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 7:03pm

That in accordance with clause 6.20 of the code of meeting practice, remote attendance via audio visual link to the Environment and Planning Committee meeting on 3 June 2025 be granted to Councillor Stanton due to personal reasons, was MOVED by Councillor EATON and SECONDED by Councillor CASTLES.

CARRIED

FOR: UNANIMOUS

REPORTS

1.1 Introduction: Welcome, Acknowledgement of Country, and Apologies

7:05pm

The Chair read an Acknowledgement of Country statement.

The Chair noted the written apology of Mayor McKinna and Cr John Mouland.

1.2 Disclosures of Interest

7:00pm

No disclosures of interest were disclosed.

1.3 Confirmation of Minutes of Previous Meeting

7:06pm

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

EPC14/25

That the Committee confirms the minutes of the previous Environment and Planning Committee held on Tuesday 6 May 2025 with the below amendments:

- a) Item 1.1 – Strike out the motion to accept apologies as it is not required.***
- b) Item 1.5 - Remove Mayor McKinna from the voting as he was an apology.***
- c) Item 1.5 – Remove the reference to the vote count of Councillor Wright and Councillor McWaide as not they are not voting members of the committee.***

CARRIED

FOR: UNANIMOUS

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

1.4 Items Resolved by Exception

7:08pm

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

EPC15/25

That the Committee determines that the following items on Environment and Planning Committee Agenda will be adopted without debate:

- a) Item 1.7 - Land Acquisition - Mannering Park - Shared Pathway.***
- b) Item 1.8 - Land Acquisition - Davistown Road Saratoga - Road Widening.***
- c) Item 1.11 - Review of Policy for Asbestos Management.***
- d) Item 1.12 - DA Statistics.***

CARRIED

FOR: UNANIMOUS

1.5 Local Strategic Planning Statement - For Public Exhibition

7:13pm

Section Manager, Local Planning and Policy talked the presentation 'Local Strategic Planning Statement'.

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

EPC16/25

That the Committee recommends that Council directs the Chief Executive Officer to allocate relevant planning staff to meet with interested ward Councillors by 30 July 2025 to discuss how they would like to be involved in community consultation to develop the Local Strategic Planning Statement (LSPS) which is to be finalised by end of the year.

CARRIED

FOR: UNANIMOUS

1.6 Draft Open Coast Coastal Management Program - For Public Exhibition

7:38pm

A MOTION was *MOVED* by Councillor CASTLES AND *SECONDED* BY COUNCILLOR SMITH:

EPC17/25

- 1 That the Committee recommends that Council place the draft Open Coast Coastal Management Program on public exhibition for not less than 42 calendar days.***
- 2 That the draft Terms of Reference for The Coastal, Estuary and Floodplain Risk Management Sub-Committee be brought to the Extraordinary Meeting on 10 June 2025, if possible.***

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

- 3 ***That the Committee recommends that Council directs the Chief Executive Officer expedite the process around formation of the sub-committees to for Coastal, Estuary and Floodplain Risk Management Committee and Mangrove Mountain Advisory Committee.***
- 4 ***That the outcomes of the public exhibition of the draft Open Coast Coastal Management Program be reported to the Coastal, Estuary and Floodplain Risk Management Committee.***

CARRIED

FOR: UNANIMOUS

1.7 Land Acquisition - Mannering Park - Shared Pathway

RESOLVED by EXCEPTION on the MOTION of Councillor WALSH and SECONDED Councillor MCNAMARA.

EPC18/25

That the Committee:

- 1 ***Recommends to Council to acquire land pursuant to Section 177 of the Roads Act 1993, for the public purpose of creating a shared pathway linking Mannering Park and Chain Valley Bay. The land to be acquired is part of Lot C DP 349733 and part of Lot D DP 34973. Both lots are in Mannering Park as at Attachment 1.***
- 2 ***Recommends to Council that the Chief Executive Officer be authorised to negotiate, finalise and execute the purchase of the land in accordance with the requirements of the Land Acquisition (Just Terms Compensation) Act 1991 (the Just Terms Act) with consideration given to the current market value of the land as determined by an independent valuer.***
- 3 ***Recommends to Council that the Chief Executive Officer (being General Manager under the Local Government Act 1993) be authorised to make an application to the Minister for Local Government for approval to acquire all or part of the land by compulsory process pursuant to the Just Terms Act, if negotiations with property owners are not finalised within the time period specified in the Just Terms Act.***
- 4 ***Recommends to Council that Council, in accordance with provisions of Section 11(3)) of the LG Act that Attachment 4 remain confidential in accordance with Section 10A(2)(d) of the LG Act as it contains commercial information of a confidential nature that would if disclosed prejudice the commercial position of the person who supplied it or confer a commercial advantage on a competitor of Council.***

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

1.8 Land Acquisition - Davistown Road Saratoga - Road Widening

RESOLVED by EXCEPTION on the MOTION of Councillor WALSH and SECONDED Councillor MCNAMARA

EPC19/25

That the Committee recommends to Council that Council:

- 1 Acquires the following land pursuant to Section 177 of the Roads Act 1993 for the public purpose of road widening to enable road and pathway and drainage upgrades of Davistown Road Saratoga. The subject land is part of each of Lot 16 DP 22807, Lot 17 DP 22807, Lot 2 DP 1212395, Lot 1 DP 1212395, and Lot 20 DP 22807 (see Attachment 1).**
- 2 Authorises the Chief Executive Officer to negotiate, finalise and execute the purchase of the land in accordance with the requirements of the Land Acquisition (Just Terms Compensation) Act 1991 (the Just Terms Act) with consideration given to the current market value of the land as determined by an independent valuer.**
- 3 Authorises the Chief Executive Officer (being General Manager for the purposes of the Local Government Act 1993 (the LG Act)) to make an application to the Minister for Local Government and the Governor for approval to acquire the Lands by compulsory process pursuant to the Just Terms Act, if the acquisition of the land from the relevant property owners is not finalised within the statutory negotiation period set out in the Just Terms Act.**
- 4 Notes that in accordance with provisions of Section 11(3)) of the LG Act that Attachment 3 is to remain confidential in accordance with Section 10A(2)(d) of the LG Act as it contains commercial information of a confidential nature that would if disclosed prejudice the commercial position of the person who supplied it or confer a commercial advantage on a competitor of Council.**

1.9 Winney Bay - Outcome of Consultation

8:34pm

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

EPC20/25

That the Committee:

- 1 Receives the report on community consultation undertaken for the concept designs for the Clifftop Walk which includes an upgrade of Captain Cook Lookout and the carpark.**
- 2 Notes that due to current financial considerations and based on the four-year delivery program, Council is currently unable to facilitate major upgrades relating to the Clifftop Walk or the Captain Cook Lookout over the next four**

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

years.

- 3** *Recommends that Council requests that the Chief Executive Officer develops and implements a plan for safety barriers at appropriate locations along the cliff edge between Captain Cook Lookout and the existing Winney Bay Stairs to mitigate public safety risks and enable the informal walking trail to be used by the community.*

CARRIED

FOR: UNANIMOUS

1.10 Draft Flood Risk Management Policy - for Public Exhibition

EPC21/25

This item is deferred to the Extraordinary meeting to be held on 10 June 2025 on the MOTION of Councillor MCNAMARA and SECONDED by Councillor CASTLES:
Recommendation

That the Committee

- 1 Recommends to Council that Council endorses the public exhibition of the draft Flood Risk Management Policy for a period of not less than 28 days.*
- 2 Notes that a further report will be provided following the public exhibition period.*

1.11 Review of Policy for Asbestos Management

EPC22/25

RESOLVED by EXCEPTION on the MOTION of Councillor WALSH and SECONDED Councillor MCNAMARA

Recommendation

That the Committee recommends that Council endorses the Draft Policy for Asbestos Management (Attachment 1) to be placed on public exhibition for a period of not less than 28 days with a further report to be presented after the public exhibition period.

1.12 DA Statistics

EPC23/25

RESOLVED by EXCEPTION on the MOTION of Councillor WALSH and SECONDED Councillor MCNAMARA

Recommendation

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

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

1.13 Planning Proposal Statistics

EPC24/25

That this item be deferred to the Extraordinary meeting to be held on 10 June 2025 on the MOTION of Councillor MCNAMARA and SECONDED by Councillor CASTLES:
Recommendation

That the Committee notes the Planning Proposal information contained within this report.

1.14 FOGO (Food Organics Garden Organics) Facility Business Case Report - referral to Council to seek Expression of Interest

EPC25/25

That this item be deferred to the Extraordinary meeting to be held on 10 June 2025 on the MOTION of Councillor MCNAMARA and SECONDED by Councillor CASTLES:

Recommendation

That the Committee:

- 1 *Accepts the attached Business Case remain confidential as the Business case contains:
 - a. *information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business.*
 - b. *commercial information of a confidential nature that would, if disclosed-
 - i. *prejudice the commercial position of the person who supplied it, or*
 - ii. *confer a commercial advantage on a competitor of the council, or*
 - iii. *reveal a trade secret.***
- 2 *Receive and note the Confidential 'FOGO Facility Business Case (Final Draft)' and redacted versions of the attachments.*
- 3 *Accepts the findings within the Business case and recommends,
 - i) *progression to the Expression of Interest (EOI) stage for the FOGO Facility,*
 - ii) *advising the Office of Local Government (OLG) of Councils intention to proceed with the Public Private Partnership (PPP) model.**
- 4 *Notes that a report be provided to the Environment and Planning Committee that summarises all (EOI) submissions and provides a recommendation on next steps.*
- 5 *Recommends to Council that Council adopts the following:
 - i. *receives and notes the recommendations and confidential Business Case and attachments from the Environment and Planning Committee.*
 - ii. *agrees with the Business Case recommendations and findings and accepts the draft FOGO Facility Business Case as being the Final FOGO Facility Business Case.*
 - iii. *agrees that the development of at least 100,000 tonne p/a In Vessel Composting FOGO Facility constructed at Councils Buttonderry Waste Management Facility remains a viable project and will facilitate**

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

Council's compliance with upcoming regulatory change, and that this proceeds to an Expression of Interest (EOI).

- iv. agrees to proceed to an EOI with the FOGO Facility project, as ascertained within the FOGO Facility Business Case, as a Build Own Operate and Transfer (BOOT) contract delivered via a Public Private Partnership (PPP) which requires assessment by Office of Local Government (OLG) prior to proceeding.*
- v. authorises the CEO to certify that all documents put forward to the OLG from Council are prepared in accordance with The Public Private Partnership (PPP) Guidelines and lodge the authorised documents and FOGO Facility Business Case PPP proposal with OLG for assessment.*
- vi. endorses the FOGO Procurement Plan as identified in Attachment F of the FOGO Facility Business Case and subject to OLG agreement, authorises the release of an Expression of Interest for the development of a FOGO Facility under a BOOT and PPP contract.*
- vii. That a further report be provided to the Infrastructure and Assets Committee on the outcome of the EOI process, with recommendation(s) on subsequent actions, and that any Infrastructure and Assets Committee recommendations be included in a subsequent report to Council.*

8:38pm

EPC26/25

A PROCEDURAL MOTION WAS MOVED by Councillor MCNMARA SECONDED by Councillor CASTLES **to defer the following to the extraordinary meeting 10 June 2025:**

- a) Item 1.10 – Draft Flood Risk Management Policy – for Public Exhibition.**
- b) Item 1.13 – Planning Proposal Statistics**
- c) Item 1.14 – FOGO (Food Organics Garden Organics) Facility Business Case Report – referral to Council to seek Expression of Interest.**

CARRIED

FOR: UNANIMOUS

The next Extraordinary Meeting is to be held at 7:00pm on Tuesday 10 June 2025 at the Wyong Administration Building.

The next Ordinary Meeting is to be held at 7:00pm on Tuesday 1 July 2025 at the Wyong Administration Building.

The Meeting concluded at 8:39pm.

Item No: 3.3
Title: Infrastructure and Assets Committee - Minutes and Recommendations - June 2025
Department: Infrastructure Services



23 June 2025 Ordinary Council Meeting

Reference: F2025/00016 - D16902039

Executive: Boris Bolgoff, Director Infrastructure Services

Recommendation

That Council:

- 1 *Receives and notes the minutes of the Infrastructure and Assets Committee meeting held in June 2025.***
- 2 *Adopts the recommendations of the Infrastructure and Assets Committee in the below resolutions:***
 - a) *'Item 1.5 - W&S Backflow Prevention Policy - endorse for Council adoption' IAC9/25 – That Council adopts the draft Backflow Prevention Policy 2025.***
 - b) *'Item 1.6 – Policy Review - Building in Proximity to Water and Sewer Pipelines Policy - endorse for Council adoption' IAC10/25 - That Council adopts the draft Building in Proximity to Water and Sewer Assets Policy. Noting that public exhibition is not required as there are no substantive changes to the intent of the policy.***
 - c) *'Item 1.7 – Central Coast Council Capital Works Update - for information' IAC11/25 – That Council notes a report on the Tuggerawong shared pathway project will be reported back to the Infrastructure and Assets Committee at the 12 August 2025 meeting.***
 - d) *'Item 1.10 - Public Toilet Strategy - endorse for Council adoption' IAC14/25***

That Council:

 - I. Endorses the recommended amendments proposed by Council Staff to the Public Toilet Strategy.***
 - II. Adopts the Public Toilet Strategy with the following amendments:***
 - a. That Bush Street Reserve Public Toilet (EB30), Norah Head, be retained in service and not closed.***
 - b. That Bluebell Park Public Toilet (EE03), Berkeley Vale, be retained in service and not closed.***

3.3 **Infrastructure and Assets Committee - Minutes and Recommendations - June 2025 (cont'd)**

Report purpose

To provide minutes of the Infrastructure and Assets Committee meeting and submit the Committee's recommendations to Council for determination.

Executive Summary

The Infrastructure and Assets Committee met on 10 June 2025. Minutes of the meeting are provided for the information of Council. Recommendations of the Committee are submitted for Council's determination.

Report

Minutes of the Committee meeting held on 10 June 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.

The Infrastructure and Assets Committee business papers are available on Council's website:

[Infrastructure and Assets Committee - Business Papers - 10 June 2025](#)

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.

3.3 Infrastructure and Assets Committee - Minutes and Recommendations - June 2025 (cont'd)

Risk Management

Nil.

Critical Dates or Timeframes

Nil.

Attachments

- 1   MINUTES - Infrastructure and Assets Committee - 10 June 2025 D16888289



Item No: 4.1
Title: Integrated Planning and Reporting (IP&R) Draft Document Suite - For Adoption
Department: Performance and Communications

23 June 2025 Ordinary Council Meeting

Reference: F2024/00100 - D16820376
Author: Sharon McLaren, Section Manager Corporate Planning and Reporting
Vivienne Louie, Senior Financial Project Coordinator Finance
Jason Peters, Senior Financial Project Coordinator Finance
Sarah Guthrie, Team Leader
Manager: Emma Galea, Chief Financial Officer
Executive: Nicole Jenkins, Executive Officer Performance and Communications

Due notice is given of this matter in accordance with Council's Code of Meeting Practice.

The report and any relevant attachments will be provided prior to the Ordinary Meeting of 23 June 2025.



Item No: 4.2
Title: Reviewed Investments Management Policy and Draft Borrowings Policy - For Adoption
Department: Corporate Services

23 June 2025 Ordinary Council Meeting

Reference: F2010/00542 - D16880292
Author: Michelle Best, Section Manager Financial Accounting and Assets
Manager: Emma Galea, Chief Financial Officer
Executive: Marissa Racomelara, Director Corporate Services

Recommendation

That Council adopts the reviewed Investments Management Policy at Attachment 1, and the Draft Borrowings Policy at Attachment 2.

Report purpose

The purpose of this report is to submit the Investments Management Policy and Borrowings Policy, as recommended by the Governance and Finance Committee and the Audit, Risk and Improvement Committee (ARIC), for consideration. ARIC was satisfied that the Policy review process appears robust and consistent with Council's policy management process.

Executive Summary

Legislation requires Council to maintain an Investment Policy that complies with the *Local Government Act 1993*, *Local Government (General) Regulation 2021*, Ministerial Investment Order of 12 January 2011 and the Investment Policy Guidelines, issued by the then Division of Local Government in May 2010, and to review the Investment Policy annually.

Council staff have reviewed the Investments Management and Borrowings Policy adopted in July 2024 and is proposing to replace this Policy with two separate policies 'Investments Management Policy' and 'Borrowings Policy'.

If adopted, these two policies will supersede the current Investments Management and Borrowings Policy adopted in July 2024.

4.2 Reviewed Investments Management Policy and Draft Borrowings Policy - For Adoption (cont'd)

Background

Council adopted the 'Investments and Borrowings Management Policy' at its meeting on 23 July 2024.

In accordance with the 'Investment Policy Guidelines' issued by the then Division of Local Government in May 2010, Council is required to review the Investments Policy at least annually. Accordingly, the Investments management component of the Policy has been reviewed and minor changes to the content are proposed. Changes proposed are aimed at reducing Council's risk exposure in the current economic climate.

The Borrowings component of the Policy remains unchanged in content.

It is further proposed that the current adopted 'Investments and Borrowings Management Policy' is split into two separate policies:

- Investments Management Policy
- Borrowings Policy

The proposed split will facilitate a more agile review of each respective aspect of the Policy as and when required.

It is proposed that the existing policy be revoked, and separate policies 'Investment Management Policy' (as revised) and 'Borrowings Policy' (with revised review cycle), as attached to this report, be submitted to Council for adoption.

The Governance and Finance Committee, at its meeting on 13 May 2025, resolved that the Policies are referred to ARIC prior to submission to Council for adoption.

ARIC, at its meeting on 5 June 2025, noted the policies, and was satisfied that the policy review process appears robust and consistent with Council's policy management process and recommended submission of the policies to Council for their consideration.

Report

Investments Management Policy

The proposed Investments Management Policy incorporates the Investments section of the current Investments and Borrowings Policy, as a standalone policy.

The Policy provides an effective, accountable and transparent framework for decision making with respect to managing Council's cash and related investments portfolio.

4.2 Reviewed Investments Management Policy and Draft Borrowings Policy - For Adoption (cont'd)

The Policy is aimed at:

- Ensuring that investments are undertaken in accordance with the relevant legislation.
- Maximising investment returns while maintaining the security of investments and preserving capital through the prudent management of risk.
- Ensuring there is sufficient liquidity to meet all reasonably anticipated cashflow requirements as and when they fall due.

The proposed Policy sets out:

- the approach to investing surplus funds;
- the management of risks associated with investing activities; and
- the management of interest rates.

Proposed Changes

Whilst there are no proposed changes to the overall content or structure of the Policy, it is proposed to reduce the maximum portfolio weightings for BBB rated investments from 60% to 45%, and counter party limits for the A category (reduced from 20% to 10%) and BBB category (reduced from 10% to 5%) to reduce risk exposure, considering current economic conditions.

The proposed changes to the limits are based on Council's investments portfolio as at the time of writing this report, to ensure that ongoing compliance to the proposed new limits can be achieved effective from when the new Policy is proposed to be adopted in June 2025.

Upon maturity of new investments, and when surplus funds are invested, the approach will be to actively reduce the holdings in BBB towards a target of 25%, and a reduction of A category counterparty limit to 7.5%, and the BBB counterparty limit to 2%.

It is noted that these limits can be reviewed at any time through an update to the Policy adopted by Council.

The proposed changes are highlighted in the tables below.

4.2 Reviewed Investments Management Policy and Draft Borrowings Policy - For Adoption (cont'd)

Maximum Portfolio Weighting per rating category

Long Term Credit Ratings	Current Maximum Portfolio Weighting	Proposed Maximum Portfolio Weighting
AAA Category	100%	100%
AA Category or Major Bank^	100%	100%
A Category	70%	70%
BBB Category	60%	45%
Unrated	0%	0%

Counter party risk

Individual Institutions Limits		
Long Term Credit Ratings	Current Maximum Exposure	Proposed Maximum Exposure
AAA Category*	100%	100%
AA Category*	30%	30%
A Category	20%	10%
BBB Category	10%	5%
Unrated Category	0%	0%

Borrowings Policy

The proposed Borrowings Policy incorporates the Borrowings section of the current Investments and Borrowings Policy, as a standalone policy.

The Policy addresses matters such as ensuring that Council has regard to the long term and cumulative effects of their decisions when borrowing funds, and states how Council will monitor the impact of borrowings through assessment against the industry benchmark.

The Policy sets parameters that support the utilisation of borrowings, whilst ensuring that Council's financial position and ongoing sustainability are not adversely impacted.

Proposed Changes

It is proposed that the Borrowings Policy has a review cycle of four (4) years from date of adoption.

4.2 Reviewed Investments Management Policy and Draft Borrowings Policy - For Adoption (cont'd)

Stakeholder Engagement

The Policies have been presented to Council's Executive Leadership Team, the Governance and Finance Committee, and ARIC. Considering the significantly regulated nature of these policies it is considered appropriate that the review by qualified experts included in the Committee and ARIC is sufficient and appropriate, and there is limited utility to be gained by public exhibition of the draft policy before Council adoption.

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 includes the impact for this proposal.

Management of Council's investments and borrowings in accordance with the two (2) proposed Policies will ensure prudent and optimised management of Council's cash and investments and borrowings.

The proposed Investments Management Policy supports investment of surplus funds in a manner that balances revenue with risks whilst ensuring liquidity to enable Council to effectively deliver its Operational Plan.

The proposed changes may result in a reduction in interest on investments income, however the extent of the current proposed changes is not anticipated to materially affect Council's financial position. On balance, it is considered that the adverse financial impact of the proposed changes, is appropriate within the context of higher risk resulting from current economic conditions.

The proposed Borrowings Policy (same as currently adopted) provides guidance on borrowings to ensure that Council borrows funds for the appropriate reason and in a manner that is affordable and financially sustainable.

Link to Community Strategic Plan

Theme 4: Responsible

4.2 Reviewed Investments Management Policy and Draft Borrowings Policy - For Adoption (cont'd)

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

All Investments will be managed in accordance with the proposed Investments Management Policy. Any specific circumstances, including, but not limited to, any changes to the rating of the financial institutions, and changes in the wider economic environment, will be taken into consideration through the application of the Investments Management Policy.



The proposed Borrowings Policy will ensure that borrowings are undertaken in a financially sustainable manner as measured through the industry benchmark for debt.

In accordance with legislative requirements the Policies will be reviewed annually, or sooner in the event of a legislative change impacting on the either Policy.

Critical Dates or Timeframes

Nil

Attachments

- | | | | | |
|---|---|--------------------------|-------------------------------|-----------|
| 1 |  | Draft Investments Policy | Provided Under Separate Cover | D16904302 |
| 2 |  | Draft Borrowings Policy | Provided Under Separate Cover | D16904319 |



Item No: 4.3
Title: Sludge Cake Transfer, Processing and Mobile Dewatering at Council's Sewage Treatment Plants - Contract CPA5809 – Tender Acceptance
Department: Water and Sewer

23 June 2025 Ordinary Council Meeting

Reference: F2017/01442-002 - D16840971
Author: Rhys Richards, Manager Headworks and Treatment
Executive: Jamie Loader, Director Water and Sewer

Recommendation

That Council:

- 1 Accepts the tender from Australian Native Landscapes Pty Ltd for Contract CPA5809 Sludge Cake Transfer, Processing and Mobile Dewatering at Council's Sewage Treatment Plants for a period of 3 years with 2 x 1 year optional extensions.***
- 2 Notes the total estimated expenditure against this contract (including optional extensions) is outlined in Confidential Attachment A, however while the rate remains the same, the actual expenditure may vary significantly with fluctuations in demand.***
- 3 Delegates authority to the CEO to execute the contract with Tenderer 1 and exercise any options under the contract, if the options are deemed required.***
- 4 Approves a contingency amount outlined in Confidential Attachment A for any unforeseen additional dewatering works that may become necessary during the contract.***
- 5 Notes that this contract will be included in Councils Contract Register in accordance with the Government Information Public Access Act 2009.***

Report purpose

This report provides details of tenders received and recommends that Council accept the tender from Tenderer One (1) for Contract CPA5809 Sludge Cake Transfer, Processing and Mobile Dewatering at Council's Sewage Treatment Plants.

4.3 Tender Acceptance - Contract CPA5809 Sludge Cake Transfer, Processing and Mobile Dewatering at Council's Sewage Treatment Plants (cont'd)

Executive Summary

Tenders were requested for contract CPA5809 Sludge Cake Transfer, Processing and Mobile Dewatering at Council's Sewage Treatment Plants in accordance with clause 167 (Open Tendering) of the Local Government (General) Regulation 2021. Following 21 days in the market, Council received three (3) tender responses. The responses have been evaluated by a tender evaluation panel who have recommended the award of a contract.

The purpose of the contract is to provide Central Coast Council with a long-term service arrangement for biosolids transfer, processing, and mobile dewatering of sludge from sludge lagoons at each of the specified Sewage Treatment Plants as required.

Attachment A Requires Confidentiality

CONFIDENTIAL - It is recommended that the Council receive the confidential attachment on the grounds that:

(d(i)) commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it and would be, on balance, contrary to the public interest.

Background

Central Coast Council (Council) operates eight (8) Sewage Treatment Plants (STPs) located throughout the Central Coast Local Government Area. Several STPs use sludge lagoons to stabilise, store and thicken sludge produced by the treatment process, such as from anaerobic digesters or waste activated sludge (WAS) from activated sludge systems.

Mobile dewatering is a process that filters particles out of the wastewater sludge which arise in the operating process. These particles are predominately a mix of water and organic materials that are a by-product of the sewage treatment process. Most wastewater comes from household kitchens, laundries and bathrooms. Once onsite dewatering and treatment has occurred, the material (known as biosolids) is removed and disposed of in accordance with the NSW Environmental Protection Authority's (EPA) Environmental Guidelines, Use and Disposal of Biosolids Products.

Council undertakes "Continuous Sampling" of the biosolids to ascertain contaminant grade, stabilisation grade and nutrient content (TKN & TP), which is completed in accordance with EPA's Environmental Guidelines. These materials undergo processing to remove pathogens and contaminants prior to disposal. Disposal of biosolids varies across the sewerage treatment network. Biosolids produced at Woy Woy and Kincumber STP's is disposed of to a network of farms (agriculture) and mine rehabilitation for land application, while the biosolids produced at the remaining STP's undergoes further processing to produce stable composts and soil conditioners.

Currently the services are being delivered under two separate contract arrangements. A contract for the transport and disposal of biosolids and a contract for mobile dewatering of

4.3 Tender Acceptance - Contract CPA5809 Sludge Cake Transfer, Processing and Mobile Dewatering at Council's Sewage Treatment Plants (cont'd)

the sludge produced by the treatment process. This contract will provide Central Coast Council with a long-term service arrangement for biosolids transfer, processing, and mobile dewatering of sludge from sludge lagoons and/or Digesters at each of the specified STPs as required.

Report

Invitation to Tender

Tenders were requested in accordance with Clause 167 (Open Tendering) of the Local Government (General) Regulation 2021. The details of the Tender are included in Table 1.1

Table 1.1 – Tender Details

Item	Response
Release Method and Advertising:	TenderLink and Council's website
Release Date:	11 March 2025
Closing Date:	1 April 2025
Calendar Days in Market:	21 days
Extended Closing Date:	N/A

Tender Submissions

Three (3) submissions were received from the organisations as shown in Table 1.2

Table 1.2 Tender Submissions

Respondent	ABN	Suburb / State
Australian Native Landscapes Pty Ltd	42 001 749 980	Terry Hills / NSW
HB Blast & Paint Pty Ltd t/as Impact Carbon	34 631 741 609	Teralba / NSW
Waste Processing Solutions Pty Ltd	30 076 409 204	Balmain / NSW

There were no late or non-complying submissions received.

Tender Evaluation

The evaluation was undertaken by a Tender Evaluation Panel in accordance with Council's Procurement Procedure and the Tender Evaluation Plan. All members of the Tender Evaluation Panel have signed a Conflict-of-Interest Declaration. No conflicts of interest were noted or declared.

4.3 **Tender Acceptance - Contract CPA5809 Sludge Cake Transfer, Processing and Mobile Dewatering at Council's Sewage Treatment Plants (cont'd)**

All tenders were assessed in accordance with the predetermined evaluation criteria, consisting of:

- Work Health and Safety Systems (mandatory)
- Quality Management Systems (mandatory)
- Environmental Management Systems (mandatory)
- Financial and commercial position, including insurances (mandatory)
- Tendered price – Schedule of Rates (weighted)
- Organisational Experience & Capability (weighted)
- Works Methodology and Understanding of the Requirements (weighted)
- Sustainability (weighted)
- Modern Slavery (mandatory)

The relative ranking of tenders as determined from the total weighted score is provided in the Confidential Attachment A (Tender Evaluation and Recommendation Report).

Stakeholder Engagement

This Contract has been reviewed and endorsed by representatives from Council's Finance, Waste, Procurement and Water and Sewer Departments.

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.

The acceptance of this tender will not affect the financial position of Council and funds are fully budgeted within the Operation Plan and Long-Term Financial Plan associated with the Water and Sewer Fund (restricted funds).

Estimated costs per financial year are provided within confidential Attachment A.

Link to Community Strategic Plan

Theme 3: Green

4.3 Tender Acceptance - Contract CPA5809 Sludge Cake Transfer, Processing and Mobile Dewatering at Council's Sewage Treatment Plants (cont'd)

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

A pre-tender risk assessment was undertaken for this contract and identified that the contract poses medium WHS, Environmental, Chain of Responsibility and Reputational risk to council. Subsequently the tender documents requested tenderers to demonstrate that they had suitable systems, processes, and resources to mitigate the identified risks. The recommended tender has demonstrated that they can effectively manage the risks associated with the contract.

Critical Dates or Timeframes

The existing contract expires 30 June 2025.

The new contract is proposed to start 1 July 2025 with an initial contract term of 3 years with 2 x 1-year options to extend. The total proposed maximum contract length is 5 years, ending June 30 2030.

Attachments

- | | | | |
|---|--|-------------------------------|-----------|
| 1 | CONFIDENTIAL - CPA/5809 Attachment June Ordinary Council Meeting - Tender Evaluation and Recommendation Report - | Provided Under Separate Cover | D16869559 |
|---|--|-------------------------------|-----------|



Item No: 4.4
Title: Davistown Wetlands Management – For Information
Department: Environment and Planning

23 June 2025 Ordinary Council Meeting

Reference: F2020/02706 - D16792884
Author: Larry Melican, Section Manager Natural Assets and Biodiversity
Manager: Luke Sulkowski, Unit Manager Environmental Management
Executive: Shannon Turkington, Unit Manager Strategic Planning

Recommendation

That Council notes the information provided in this report.

Report purpose

This report provides the information requested by Council in consideration of Notice of Motion "Davistown Wetland Funds" on 25 March 2025

Executive Summary

The wetlands in Davistown occur across both public and private land. The public land includes both Council owned and Crown Land.

The amount of \$1,436.049 was transferred from the previous Davistown Wetlands Acquisition Fund to the Central Coast Council Conservation Fund following the adoption of the Restricted Funds Policy on 23 July 2024.

During the 2024-25 Financial Year, \$25,000 has been allocated to bush regeneration works at Illoura Reserve and adjacent reserves in south-eastern Davistown. The expansion of the areas worked in 2025-26 is proposed to include the Council reserves near Broadwater Drive, Kincumber Crescent and Magnolia Streets.

A summary of the scope of on-going management actions across the public land is provided in this report, as are costings for the priorities identified by the Davistown Progress Association Wetlands Subcommittee.

Background

On 25 March 2025 Council resolved (640/25):

640/25

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

- 1 The total amount of transferred funds from the previous Davistown Wetlands Acquisition fund to the Central Coast Conservation Fund, to be used specifically for the publicly owned Davistown Wetlands.*
- 2 Identify what works have been undertaken since July 2024, when the restricted funds held in the DWAF were combined into the CCCF.*
- 3 A costed scope of works required to address the immediate repair and restoration of the publicly owned wetlands in Davistown.*
- 4 A scope of works for the ongoing care of the publicly owned Davistown Wetlands, including options to ensure broad community consultation including with the DPA Wetlands subcommittee*

Report

Context

The name Davistown Wetlands has been applied to both privately owned and public land at Davistown. The private land component of the Davistown Wetlands are the properties identified for acquisition for community purposes in the Wetlands Management Study – Brisbane Water prepared for the former Gosford City Council in 1990.

The boundary of the publicly owned wetlands in Davistown is defined here as the Council and Crown land that supports wetland vegetation communities including Estuarine Swamp Oak Forest; Estuarine Paperbark Scrub Forest; Estuarine Mangrove Scrub; Estuarine Saltmarsh/Grassland; and Swamp Mahogany Paperbark Forest. See (Attachment 1) for a map of the Davistown Wetlands which identifies the public land.

Approximately 17.5 hectares of Council owned land is classified as community and approximately 10.5 hectares of Council owned land is classified as operational. In addition, the foreshore land is typically Crown Reserve, with Council having management responsibilities for much of the Crown land.

The publicly owned land that supports wetland vegetation occurs in relatively small and often discrete areas across Davistown, which for management purposes can broadly be divided between north and south with the dividing line being Pyang Ave, Emora Avenue and Murna Road.

Balance of Davistown Wetlands Acquisition Fund transferred to Central Coast Conservation Fund

The balance of the internally restricted Davistown Wetland Acquisition Fund that was transferred to the Central Coast Conservation Fund as a result of Council's adoption of the draft Restricted Funds Policy on 23 July 2024 was \$1,436,049.

Works undertaken in Davistown Wetlands since July 2024

The works that have been undertaken since July 2024 to restore the ecological integrity of wetland vegetation at Davistown have focussed on bush regeneration at Illoura Reserve and Romford Close Reserve in the southern part of the wetland complex (refer to Attachment 2 – Table 1).

The weeds targeted with bush regeneration included sharp/spiny rush, 'Juncus acutus'; Norfolk Island hibiscus, 'Lagunaria patersonia'; asparagus weed, 'Asparagus spp'; morning glory, 'Ipomoea aethiopicus' and 'Ipomoea cairica' along with a variety of other less dominant weeds. Ecological restoration of saltmarsh and estuarine swamp oak forest has been progressed in and around sites where the threatened bush stone curlew, 'Burhinus grallarius', is known to nest.

The bush regeneration works undertaken since July 2024 have built on several years of ecological restoration works that Council has undertaken at Davistown with contractors and previously in partnership with local community volunteers.

Scope of works for immediate repair and restoration of Davistown Wetlands

Ecological restoration works proposed for the 2025-26 Financial Year build on the works undertaken during the 2024-25 Financial Year and are focussed on follow up works to prevent the reinvasion of weeds into the areas that have previously been treated. In addition, expansion of the area treated will be extended to the north of Illoura Reserve into the community and operational land to the south of Kincumber Crescent as well as into the Council land within and adjacent to Illumba/Kincumber Crescent Wetlands and Magnolia Avenue. Bush regeneration works will also be undertaken in the wetland reserves in the vicinity of the Broadwater in the northern part of the Davistown Wetlands (Refer to Attachment 2 – Table 2).

The Davistown South wetlands is known habitat for the threatened bush stone curlew as well as for a small population of green and golden bell frog 'Litoria aurea'. Habitat management works will focus on the restoration of native ecosystems that provide optimal habitat for both species.

Scope of works for the ongoing care of the publicly owned Davistown Wetlands

The bush regeneration and habitat restoration work for the on-going care of the publicly owned parts of the Davistown Wetlands are proposed to be delivered over an extended timeframe.

A generalised program for bush regeneration and habitat management at Davistown is provided in Table 3 (refer to Attachment 2 – Table 3). It is proposed that the details of annual bush regeneration works be developed towards the end of the preceding financial year with community input.

In addition to bush regeneration and habitat restoration, management, and on-going care of the publicly owned wetlands in Davistown includes activities that are delivered through Council's recurrent programs or with grant funds. These include:

1. Planning
 - The Coastal Management Program for the Hawkesbury-Nepean River System covers Broken Bay and Brisbane Water and is under preparation. It is anticipated that the draft CMP will include actions to prepare a wetlands management plan across the Brisbane Water Estuary, which will include Davistown.
 - Annual site-specific planning for bush regeneration.
2. Fauna and priority weed management
 - The draft CMP is also likely to include an action related to the preparation of a management plan for the key population of green and golden bell-frogs at Davistown, as well as planning for the conservation of the population of bush stone curlews around Brisbane Water.
 - Assess pest animal priorities with reference to the Greater Sydney Regional Strategic Pest Animal Management Plan.
 - Assess and where appropriate control listed priority weeds as per the Greater Sydney Regional Strategic Weed Management Plan.
3. Access and visitor management
 - Maintenance of existing boardwalks in accordance with asset management protocols.
 - Assess need for access control barriers such as in rubbish dumping hot spots.
4. Fire management
 - Assess fire protection priorities with reference to the Central Coast Bushfire Risk Management Plan.
5. Compliance
 - Manage encroachments onto the public wetlands in accordance with Council's regulatory priorities.
 - Respond to incidents of vegetation vandalism and rubbish dumping in accordance with Council's regulatory priorities.

6. Community engagement and involvement
 - Investigate potential to establish a group under Council's Environmental Volunteering Program.
 - Consultation with Davistown Progress Association and the potential Environmental Volunteering Program group on annual bush regeneration works programs.
 - Environmental education activities to support management and greater understanding of wetlands.

Davistown Progress Association Wetlands Subcommittee

Following the tabling of a list of priorities at the Councillor briefing on 20 May 2025 by the Davistown Progress Association Wetlands Subcommittee, a meeting was held on 23 May 2025 between the convenor of the wetlands subcommittee and the Section Manager Natural Assets and Biodiversity to confirm the locations referred to in the list of priorities. Minor changes were subsequently made to the priority list to align the issues with specific wetlands under Council's ownership or management.

Council officers also met with representatives of the Davistown Progress Association Wetlands Subcommittee and some residents of Davistown on 27 May 2025 about the revised list of priorities for the wetlands at Davistown. It was confirmed that the key issues affecting the wetlands were blocked drains, weed invasion into wetlands, siltation of wetlands and tree dieback. The issues and sites identified by the Davistown Progress Association are largely included in the proposed on-going management program, which is summarised in (Attachment 2 - Table 3).

Costings have been provided in (Attachment 2 - Table 4) for the ecological restoration of the sites identified as being affected by weeds in the list of priorities prepared by the Davistown Progress Association Wetlands Subcommittee. Requests for the maintenance of drains and drainage infrastructure can be managed through Council's service request system and it is not proposed to allocate funds held for Davistown Wetland Management in the Central Coast Conservation Fund to address drainage issues.

Siltation of the wetlands is identified as an issue on the priority list for the Davistown Wetlands. The meeting with Council staff on 27 May 2025 included a discussion of the complexity of the processes and the impacts associated with siltation of wetlands. Prior to any actions being undertaken to manage siltation, further modelling and investigation is required. The Coastal Management Program is the appropriate process for delivering this modelling and investigation more holistically. Costings for the management of siltation are not included in (Attachment 2 - Table 4).

The Davistown Progress Association Wetlands Subcommittee and the residents who met with Council officers expect that the delivery of the list of priority actions tabled at the Councillor briefing on 20 May 2025 will occur over several years. Blockages in the drain network in Davistown are however of concern, and the group has emphasised that in their opinion more immediate action to clear drains including at Magnolia Avenue, Davistown is required.

Stakeholder Engagement

The Davistown Progress Association was consulted during the process to develop the Central Coast Conservation Fund Policy. Council officers have met with representatives of the Davistown Progress Association Wetlands Subcommittee to discuss their expectations for the management of the Davistown Wetlands.

The Davistown Progress Association – wetlands subcommittee forwarded Council photographs of some of the weed issues affecting the Davistown Wetlands in August 2024. The information provided by the wetlands subcommittee has been considered in the development of this report.

Council officers met with representatives of the Davistown Progress Association Wetlands Subcommittee on 23 May 2025 and 27 May 2025 to discuss the list of priorities that was tabled by that group at the Councillor briefing on 20 May 2025.

The capacity to engage and involve the local and broader community in the ecological restoration of the Davistown Wetlands through Council's Environmental Volunteering Program will also be investigated in consultation with interested members of the community.

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 but the LTFP does not include funding for the ongoing impact and will need to be updated in the next review.

The 5 year costed program of works for ecological restoration identified in (Attachment 2) totals \$1,950,600. The general allocation of funds to undertake ecological restoration in Davistown within this report is \$25,000 per annum. To achieve optimum outcomes at these sites utilising the restricted funds for ecological restoration, commencing all sites immediately (for example: not staged), would require an average allocation to the program in the order of \$400,000 per annum. This has not been included due to limitations in the Long Term Financial Planning model. From a practical, management and staff resourcing perspective, staging of works is a preferable approach. Utilising the information provided in (Attachment 2), staff are currently developing a phased annual works program for ecological restoration activities at Davistown Wetlands. Staff intend on providing this information to the Davistown Progress Association Wetlands Subcommittee for reference when complete.

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

Council has responsibilities for the management of land under its ownership and control, as well as for threatened species that occur on land it owns or manages. The allocation of funds to the restoration of the Davistown Wetlands will assist in minimising the environmental and reputational risks of not actively managing the ecological values of the land.

Critical Dates or Timeframes

Nil

Attachments

- | | | | |
|---|--|-------------------------------|-----------|
| 1 |  Map Davistown Wetlands | Provided Under Separate Cover | D16835300 |
| 2 |  Management Activities Tables 1 - 4 | Provided Under Separate Cover | D16835953 |

Item No: 4.5
Title: Gosford Regional Library Project Status Update –
For Information
Department: Community and Recreation Services



23 June 2025 Ordinary Council Meeting

Reference: PROJ/24215-03 - D16858697
Author: Mark Butterfield, Project Manager
Manager: Beth Burgess, Unit Manager Community and Culture
Executive: Melanie Smith, Director Community and Recreation Services

Recommendation

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

Report purpose

To provide information to Council on the progress of the Gosford Regional Library project.

Executive Summary

This report provides an update on the progress of the Gosford Regional Library project for the last three (3) months, March to 31 May 2025.

Background

At the 26 September 2023 Ordinary Council Meeting, the following was resolved:

158/23 Resolved

- 1 That Council notes that a contract for the Design Development and Construction of Gosford Regional Library has been entered into with North Construction & Building Pty Ltd, in accordance with Resolution 104/23.*
- 2 That Council notes Attachment 1, which details progress on the Gosford Regional Library project.*
- 3 That Council notes that, in accordance with the Office of Local Government, further reports will be provided to Council every quarter to inform Council on the following items for the Regional Library project:*
 - The project's progress.*
 - Costs and budget variances*

- *Any issue that may have an adverse impact on the project, both monetary and non-monetary*

This report contains detail on the progress made on the construction of Gosford Regional Library (Library) during the last quarter.

Report

As of 31 May 2025, the total expenditure for the project is \$27,107,083 against a total budget of \$32.7M.

The building's structure and exterior cladding is substantially complete as is Level 1 and Level 2 internal works. The ground floor and Level 3 internal works will be completed in June 2025.

The Practical Completion date for the construction of the building drives the projected opening date for the Library. The current projected timeframe for opening the Library is mid-2025.

The project risks are being controlled using a Risk Management Plan and Risk Register, which is regularly reviewed and actioned by the Project Management Group.

The reporting milestones for the Community Development Grants Programme for the library project have been updated with the delivery timeline accepted by the Federal Funding Body.

The progress report for the next quarter will be reported to Council in September 2025.

Progress of Works

North Construction and Building Pty Ltd (North) has completed the following works as of 31 May 2025:

- Exterior façade completed.
- Interior fitout substantially complete.
- Landscaping works underway.

North plans the following works for next quarter:

- Complete all outstanding works on the building.
- Complete commissioning and testing.
- Obtain Occupation Certificate.
- Hand over building to Council.

Current Open Contracts

The following contracts are open for the Library project:

- CPA/3691 – Design Development and Construction of Gosford Regional Library.
- CPA/5849 – Supply and Installation of Compactus.

Stakeholder Engagement

Regular consultation has taken place with external stakeholders throughout the process including the surrounding businesses and neighbours.

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.

The project will continue into the 2025-26 financial year and committed funds will be carried over. Whilst the library is slated to open to the public in mid-2025, final transactions for the completion of the project will be realized in the following months. Current performance against project budget is shown in Table 1.

Table 1: Financial Performance to 31 May 2025

Central Coast Council*									
Natural Account Details									
For Period May 25									
May 25 Actuals									
Natural Account	2024/25 This Period Actuals	2024/25 This Period Budgets	2024/25 This Period Variance	2024/25 YTD Actuals	2024/25 YTD Budgets	2023/24 YTD Variance	2024/25 Full Year Budget	2024/25 Current Encumbrance	YTD Act % YTD Bud
24215. Gosford Regional Library and Innovation Hub									
270002. WIP Labour	15,799	0	(15,799)	126,283	0	(126,283)	0	0	
270003. WIP Labour Hire	0	0	0	0	0	0	0	0	
270004. WIP Internal Expense - Plant and Fleet Hire	0	0	0	0	0	0	0	0	
270007. WIP Materials and Contracts	3,131,334	3,882,428	751,094	17,662,159	19,511,675	1,849,516	22,176,457	4,804,137	
270011. WIP Labour - Overtime	310		(310)	1,666		(1,666)			
270012. WIP Oncost - Leave and Super	6,083	0	(6,083)	48,619	0	(48,619)	0	0	
Total 24215. Gosford Regional Library and Innovation Hu	3,153,525	3,882,428	728,903	17,838,727	19,511,675	1,672,948	22,176,457	4,804,137	91.4%
Grant Revenue									
760020. Capital Grants - Library	0	0	0	(2,450,000)	(2,450,000)	0	(2,450,000)	0	100.0%
Actuals for 19-20, 20-21, 21-22, 22-23 & 23-24 at 31 May 25									
Natural Account	2019/20 Full Year Actuals	2020/21 Full Year Actuals	2021/22 Full Year Actuals	2022/23 Full Year Actuals	2023/24 Full Year Actuals	2024/25 YTD Actuals	Total Cost as at 31st May 25		
24215. Gosford Regional Library and Innovation Hub									
270002. WIP Labour	30,401	81,108	65,518	62,805	150,889	126,283	517,004		
270003. WIP Labour Hire			294	0	0	0	294		
270004. WIP Internal Expense - Plant and Fleet Hire		17	0	0	0	0	17		
270007. WIP Materials and Contracts	140,930	588,783	681,375	908,924	6,468,820	17,662,159	26,450,992		
270011. WIP Labour - Overtime				1,151	1,683	1,666	4,500		
270012. WIP Oncost - Leave and Super	0	0	5,271	22,296	58,091	48,619	134,277		
Total 24215. Gosford Regional Library and Innovation Hu	171,331	669,908	752,458	995,176	6,679,484	17,838,727	27,107,083		

4.5 Gosford Regional Library Project Status Update (cont'd)

The library is partially funded from the Federal Department of Infrastructure, Transport, Regional Development and Communications through a Community Development Grants programme grant of \$7M. The funding agreement for this grant requires regular reporting as detailed in the funding deed.

Funding sources for the revised budget of \$32.7M are outlined in Table 2.

Table 2: Funding Sources for Gosford Regional Library Building

Funding Sources	Amount	Restriction Type
Council Special Levy	11,569,666	131025 Internal Restrictions (Regional Library)
Federal Government Grant	7,000,000	Grants Received
Developer Contributions	9,487,656	s. 7.12 Developer Contributions
Internal Restriction	4,642,678	131041 - Internal Restriction (Strategic Priorities)
Total	32,700,000	

Link to Community Strategic Plan

Theme 5: Liveable

Choose Focus Area

L-L3: Cultivate a love of learning and knowledge by providing facilities to support lifelong learning.

Risk Management

Council implemented a risk management plan and an associated risk register to capture and monitor risks and implement appropriate risk controls for the Library project when required.

The project's Risk Management Plan defines the requirements for the identification, management, escalation, and report of risks identified for all phases of the project. The outcomes of this plan are to:

- Ensure all relevant potential project risks are identified,
- Develop risk mitigation measures,
- Identify the governance structure by which risks are monitored and mitigation measures implemented,
- Detail specific risk management and reporting requirements, at project team and Project Control Group levels.

The project's risk register is the document in which project risks are identified; uncontrolled risk ratings identified for various categories; controls documented; and controlled risk rating identified.

The risk register is used to capture risks identified and associated mitigation measures developed as outcomes of the implementation of the Risk Management Plan.

One (1) risk that may have a material adverse impact on the project, either monetary or non-monetary, was identified in this reporting quarter. This risk was:

- Authority approval delays (Ausgrid assets)

Council is negotiating the terms of two (2) easements required for two Ausgrid pillar boxes, proposed by Ausgrid for installation inside the Library's Lot. These pillar boxes will replace two existing boxes that are located too close to the Library's Lot boundary. The pillar boxes are an Ausgrid asset that distribute electricity from Ausgrid's network to neighbouring buildings.

The terms of the easements must be agreed before the pillar boxes can be installed and the old boxes removed. Progress on the landscaping and public works elements of the Library's construction may be delayed if there are delays finalising the easements. These delays may ultimately affect the current planned time frame for the Library's opening.

Critical Dates or Timeframes

Delivery timeframes for the library project are heavily influenced by the performance of contract CPA/3691, as delivery of this contract makes up the bulk of activities required to open the new building.

At this stage of the project's delivery phase, four – six weeks are estimated post Practical Completion for completion of Council's change management and transition projects from existing facilities to the new building. This estimate is subject to change as the scope of these projects are developed and CPA/3691 progresses.

The projected timeframe of the Library Opening is mid-2025.

Attachments

Nil



Item No: 4.6
Title: Bad Debts - 2024-25 Financial Year – For Determination
Department: Corporate Services

23 June 2025 Ordinary Council Meeting

Reference: F2023/01346 - D16890996
 Author: Hiten Vinchhi, Team Leader Accounts Receivable
 Jason Peters, Senior Financial Project Coordinator Finance
 Manager: Emma Galea, Chief Financial Officer
 Executive: Marissa Racomelara, Director Corporate Services

Recommendation

That Council approves the Write Off of Sundry Debtor accounts, individually greater than \$5,000, totalling \$230,047.86, in accordance with Clause 213 of the Local Government (General) Regulation 2021:

Debtor Name	Debtor No.	Total Amount	Type	Reason for Write-Off
Revenue NSW (Several Fine IDs)	Fine ID reference:			
	3168905493 - \$6,000			
	3168905713 - \$7,860			
	3168915824 - \$6,000			
	3168905841 - \$6,925			
	3172715866 - \$8,000			
	3172715875 - \$8,000			
	3172715884 - \$6,000			
	3172715920 - \$6,000			
	3172715994 - \$6,000	\$117,335.00	Fines	Age of debt
	3172716021 - \$5,380			
	3168905906 - \$5,170			
	3172863073 - \$6,000			
	3172877162 - \$8,000			
	3173119281 - \$6,000			
3173193019 - \$6,000				
7680311540 - \$6,000				
7680311569 - \$6,000				
7680311578 - \$8,000				
Centura Global	416586-6	\$13,429.00	Property Rent	Under external administration

4.6**Bad Debts - 2024-25 Financial Year (cont'd)**

Holdings Pty Ltd				
Alexanders Townhouse	421689-1	\$10,876.31	Property Rent	Debtor is unlocatable
Adelaide Wreck Dive Adventures Pty Ltd	416780-5	\$8,550.51	Property Rent	Under external administration
Malosi Group Pty Ltd	430455-6	\$54,973.08	Water & Sewer (Network Damage / Remedial works)	Under external administration
Extreme Demolition Pty Ltd	434167-3	\$13,692.16	Water & Sewer (Network Damage / Remedial works)	Under external administration
Christben Pty Ltd	432535-3	\$11,191.80	Spray seal works	Under external administration
Total		\$230,047.86		

Report purpose

To seek Council's approval to write off sundry debts, that are deemed uneconomical to pursue further, for the financial year ending 30 June 2025.

Executive Summary

Council has reviewed the outstanding rates and charges, and sundry debtors, that are deemed irrecoverable or uneconomical to pursue further.

A debt (other than rates and charges) can be written off under Clause 213 of the Local Government (General) Regulation 2021. In accordance with Council's Hardship and Debt Recovery Policy, sundry debts under \$5,000 can be written off under delegation. An amount of \$1,054,739.81 has been written off under delegation.

Any debts exceeding \$5,000 require Council's approval. Sundry debts exceeding \$5,000, totalling \$230,047.86, are deemed not cost effective to pursue and it is recommended that Council write off these amounts.

Background

The annual review of outstanding amounts owed to Council is an important component of the end of financial year process. This is to ensure that amounts reported as receivable can be recovered, and that adequate provision for the likelihood of recovery is made for amounts remaining outstanding as at the end of the financial year.

Council actively pursues amounts outstanding regarding rates and charges, and sundry debtors, in accordance with its Hardship and Debt Recovery Policy. Debt recovery actions include internal collection efforts, external debt recovery processes, and where applicable, legal proceedings. However, despite these efforts, in some instances recovery has proven unviable due to factors such as insolvency, deceased estates with no assets, or untraceable debtors. Amounts that are deemed unrecoverable and uneconomical to pursue must be written off.

All remaining outstanding amounts are subject to a provision calculation that is undertaken in accordance with accounting standards and auditing requirements. The calculation is aimed at making an allowance for some debts to become unrecoverable at a later stage, and to quantify and report this risk in Council's Annual Financial Statements. If a debt is written off, there is no further requirement to continue to provide for the debt to become unrecoverable. It is therefore not only legislatively required but also in Council's best interests to appropriately manage receivables and write-off unrecoverable debts.

Report

Rates and Charges

Sale of Land for Unpaid Rates Update

At the time of writing this report the process of identifying properties that meet the criteria for sale of land for unpaid rates under Section 713 of the *Local Government Act 1993* was in progress. It is anticipated that any unrecoverable amounts of rates and charges remaining outstanding after this process will be included in the FY2025-26 write off process.

Sundry Debtors written off under delegation

All amounts referred to below are GST inclusive.

In line with Council's Hardship and Debt Recovery Policy, sundry debts under \$5,000 can be written off under delegation. An amount of \$1,054,739.81 has been written off under delegation as the individual account outstanding amount was less than \$5,000.

Table 1 details the type of debts and the value of debtors' accounts within each category that has been written off under delegation.

Table 1 – Sundry Debtors written off under delegation

Type of Debt	Total
Waste Management	\$3,471.51
Water and Sewer	\$1,889.08
Property Rentals	\$6,384.31
Halls / Parks Bookings	\$10,330.78
Compliance	\$38,964.96
Fines	\$921,237.20
Other	\$72,461.97
Total	1,054,739.81

As shown in Table 1, most of the amount written off under delegation relates to unrecoverable amounts relating to fines. Council has undertaken a comprehensive review of outstanding fines based on amounts remitted to Council by Revenue NSW. A review of accounting practices to date indicated that Council has historically held debt pertaining to fines without reviewing the likelihood of this debt being paid.

The total amount of fines raised earlier than FY2023-24 is \$1.038M. Some unpaid fines date back to 2006-07. Considering the age of these debts it is deemed appropriate to treat these amounts as unrecoverable and to write off as bad debts for Council. Of this total amount, \$921,237.20 has been written off under delegation, as the individual debts are less than \$5,000. Individual fines debts exceeding \$5,000, range from individual amounts of \$5,000 to \$8,000, totalling \$117,335, are recommended to be written off by Council in accordance with Clause 213 of the Local Government (General) Regulation 2021, and are included in the amount to be written off by Council resolution detailed later in this report.

It is noted that the write off of these amounts by Council does not preclude any action associated with the fines to be taken by any other regulatory authority.

Sundry Debtors requiring Council resolution to be written off

Any individual debts exceeding \$5,000 require Council's approval to be written off.

Sundry debts exceeding \$5,000 and totalling \$230,047.86 are recommended to be written off in accordance with Clause 213 of the *Local Government (General) Regulation 2021*. These debts have been subject to recovery actions, and all avenues have been exhausted to recover these debts with no success.

For Debtors identified as being under external administration, the likelihood of the amounts being recoverable is significantly low, as these debts are not secured. Should any amount be recovered in due course, this can be written back.

Table 2 details the debtor account, type of debt and the category applicable to each debt being proposed to be written off. Most of the amount proposed to be written off relates to unrecoverable amounts relating to fines as referred to earlier in this report.

Table 2 – Sundry Debtors recommended to be written off by Council resolution

Debtor Name	Debtor No.	Total Amount	Type / Age	Reason for Write-Off
Revenue NSW	Fine ID reference: 3168905493 - \$6,000 3168905713 - \$7,860 3168915824 - \$6,000 3168905841 - \$6,925 3172715866 - \$8,000 3172715875 - \$8,000 3172715884 - \$6,000 3172715920 - \$6,000 3172715994 - \$6,000 3172716021 - \$5,380 3168905906 - \$5,170 3172863073 - \$6,000 3172877162 - \$8,000 3173119281 - \$6,000 3173193019 - \$6,000 7680311540 - \$6,000 7680311569 - \$6,000 7680311578 - \$8,000	\$117,335.00	Fines: 3168905493-2019/20 3168905713-2020/21 3168915824-2020/21 3168905841-2021/22 3172715866-2021/22 3172715875-2021/22 3172715884-2021/22 3172715920-2021/22 3172715994-2021/22 3172716021-2021/22 3168905906-2022/23 3172863073-2022/23 3172877162-2022/23 3173119281-2022/23 3173193019-2022/23 7680311540-2022/23 7680311569-2022/23 7680311578-2022/23	Age of debt
Centura Global Holdings Pty Ltd	416586-6	\$13,429.00	Property Rent - 2023/24	Under external administration
Alexanders Townhouse	421689-1	\$10,876.31	Property Rent – 2019/20	Debtor is unlocatable
Adelaide Wreck Dive Adventures Pty Ltd	416780-5	\$8,550.51	Property Rent- 2021/22	Under external administration
Malosi Group Pty Ltd	430455-6	\$54,973.08	Water & Sewer (Network Damage / Remedial works) – 2021/22	Under external administration
Extreme Demolition Pty Ltd	434167-3	\$13,692.16	Water & Sewer (Network Damage / Remedial works) – 2023/24	Under external administration

4.6 Bad Debts - 2024-25 Financial Year (cont'd)

Christben Pty Ltd	432535-3	\$11,191.80	Spray seal works – 2023/24	Under external administration
Total		\$230,047.86		

Stakeholder Engagement

The write-off of sundry debtors is being recommended to the Council as per legislative requirements. There is no requirement to engage with any stakeholders in this regard.

Engagement with relevant business Units associated with the debts was undertaken where applicable. The identified debts have been identified as uneconomical to pursue.

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 the impact for this proposal.

As Council continues to implement improved debt recovery processes, and an annual process is undertaken to write off irrecoverable or uneconomical to pursue debts, it is anticipated that the annual amount written off each year remains at a reasonable level. It is noted that excluding the amounts relating to legacy outstanding fines, the amounts written off under delegation, and amounts recommended to be written off by Council for sundry debtors are reasonably low for a large council, totalling just over \$246,000 inclusive of GST, and are also significantly less than the amount of just under \$1M written off last financial year for sundry debtors, noting this also included legacy unrecoverable amounts.

The amounts written off under delegation and recommended to be written off by Council resolution, as detailed in this report, result in operating expenses totalling \$1,284,787.67, (inclusive of GST) in FY2024-25.

Each financial year, the Council must make provision for amounts likely to remain unpaid and become bad debts. To inform this process, it is good practice to review the outstanding sundry amounts each year and write off any amounts that are determined as irrecoverable or uneconomic to pursue after all debt recovery actions have been exhausted.

The amount required to be maintained in the Provision as of June 2025 will be calculated based on the outstanding debts after the write-offs in this report, if approved, are processed. The calculation must be undertaken after the end of the financial year to determine the exact movement that will be required; however, the movement is anticipated to have a positive

impact due to a reduction in the amount required to be maintained as a result of unrecoverable amounts being written off.

Taking into consideration the amount budgeted in FY 2024-25 for Bad Debts and the anticipated reduction in the amount required to be held in the Provision for Bad Debts as a liability as at 30 June 2025, there is no adverse financial impact on Council's budgeted operating position arising from 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

The write-off of amounts detailed in this report will reduce the risk of the Council's debtor's asset amount being overstated on the Council's Balance Sheet.

Critical Dates or Timeframes

The amounts to be written off must be processed in FY 2024-25.

Attachments

Nil.



Item No: 4.7
Title: Local Government Remuneration Tribunal Determination - Mayor and Councillor Fees - For Determination
Department: Corporate Services

23 June 2025 Ordinary Council Meeting

Reference: F2022/02582 - D16859241
Author: Warwick Lawrence, Governance Consultant
Alysha Croussos, Section Manager Governance
Manager: Edward Hock, Unit Manager Governance Risk and Legal
Executive: Marissa Racomelara, Director Corporate Services

Recommendation

That Council:

- 1** *Notes the determination made by the Local Government Remuneration Tribunal on 17 April 2025 in respect to the remuneration for Mayors and Councillors.*
- 2** *Fixes the annual fee to be paid to each Councillor at \$36,690 pursuant to section 248(2) of the Local Government Act 1993.*
- 3** *Fixes the annual fee to be paid to the Mayor at \$114,300 pursuant to section 249(3) of the Local Government Act 1993.*
- 4** *Determines, pursuant to section 249(5) of the Local Government Act 1993, that an annual fee of \$10,000 be paid to the Deputy Mayor, with that fee to be deducted from the annual fee paid to the Mayor in accordance with resolution 3 above.*
- 5** *Makes an appropriate budget allocation in the 2025-26 FY to meet the cost of the increased Mayoral and Councillor fees and the increase in superannuation payments for the ensuring term effective from the 1 July 2025.*

Report purpose

To determine the fees payable to the Mayor, Deputy Mayor and Councillors following the annual determination of the Local Government Remuneration Tribunal.

4.7 Local Government Remuneration Tribunal Determination - Mayor and Councillor Fees For Determination (cont'd)

Executive Summary

1. On 17 April 2025, the Local Government Remuneration Tribunal (LGRT) released its Annual Report and Determination under sections 239 and 241 of the *Local Government Act 1993* (LG Act), in respect to the categories of Councils and the maximum and minimum amounts of fees to be paid to Mayors and Councillors.
2. Central Coast Council remains the only Council in the category of Major Strategic Area.
3. The Local Government Remuneration Tribunal has determined a 3.0% per annum increase to the minimum and maximum fees applicable to each category from 1 July 2025.
4. The superannuation payments made on behalf of Councillors in accordance with the provisions of the *Commonwealth Superannuation Guarantee (Administration) Act 1992* will increase to 12% effective from 1 July 2025.
5. That a 2025-26 financial year budget allocation of \$664,650.00 and \$79,758.00 be provided for Mayor and Councillor Fees and Superannuation payments, respectively.

Background

Sections 248 and 249 of the *Local Government Act 1993* (LG Act) require councils to fix and pay an annual fee to councillors and the mayor. The fee must be fixed in accordance with an appropriate determination of the Local Government Remuneration Tribunal (LGRT).

The LG Act requires the LGRT to report to the Minister for Local Government by 1 May each year on its determinations of categories of councils and the maximum and minimum amounts of fees to be paid to mayors, councillors and chairpersons and members of county councils.

The LGRT released its Annual Report and Determination (Determination) on 17 April 2025. As part of the review process, the LGRT received 17 submissions, 16 of which were from individual councils and one (1) submission from LGNSW. Details of the submissions made can be found in the Determination (provided as Attachment 1 to this report).

Under section 254B of the LG Act, councils may make payments as a contribution to a superannuation account nominated by a councillor.

4.7 Local Government Remuneration Tribunal Determination - Mayor and Councillor Fees For Determination (cont'd)

Report

Central Coast Council remains in the category of a Major Strategic Area as defined in the Determination. It is noted that remuneration span for this category is the same as a Major Regional City, which also includes Newcastle City Council and Wollongong City Council.

Remuneration Structure

As outlined in the Determination, seven (7) of the sixteen Council submissions received requested re-categorisation, change to current category criteria (as did the submissions received from LGNSW) or the creation of new categories.

The current state of the remuneration structure continues to be a key issue of concern raised in submissions. A significant number of submissions received provide commentary on the structure including examples of how it could be improved and the report addresses such concerns.

One matter of significant note is the suggestion that the current remuneration structure is not fit for purpose as it no longer recognises the roles and responsibilities required of Councillors and Mayors. Multiple submissions, including that of LGNSW, highlighted how the role of the Councillor and Mayor have changed over the past nine (9) years and such changes have impacted the volume, nature and workload of the roles, whilst remuneration has not been increased accordingly.

There was an acknowledgement that the role of the Mayor in civic leadership, advocacy and representation has become more complex and demanding and is an issue that needs to be addressed.

Whilst acknowledging that these important matters raised in many of the submissions are relevant, they are beyond the remit of the Tribunal and in addition, any review of the remuneration structure needs to be conferred on the Tribunal by the Minister for Local Government to proceed.

However, the staff recommendation to adopt the maximum level of remuneration has been made in acknowledgement of the matters mentioned above.

Fees

The LGRT determines a minimum and maximum remuneration range for councillors and mayors. It is up to individual councils to fix the annual fee. This is in accordance with section 241 of the *Local Government Act 1993*.

As outlined in their determination, the LGRT considered a range of factors in determining the amount to increase minimum and maximum payable fees to Councillors and Mayors. This included economic data, including the Consumer Price Index increase of 3.8% (12 months to June 2024), Fair Work Commission awarding a 3.75% increase to the minimum wage for modern awards. It also considered the rate peg for 2025-26 being between 3.6% - 5.1%.

4.7 Local Government Remuneration Tribunal Determination - Mayor and Councillor Fees For Determination (cont'd)

On this occasion, the LGRT has determined that a 3% per cent increase will apply to the minimum and maximum fees applicable to existing categories.

Both Central Coast Council, and other neighbouring councils, had previously resolved to receive the maximum fee as set by the tribunal.

The table below provides a summary of the increase as determined by the LGRT:

Category		Councillor/Member Annual Fee effective 1 July 2025		Mayor/Chairperson Additional Fee* effective 1 July 2025	
		Minimum	Maximum	Minimum	Maximum
General Purpose Councils – Non-Metropolitan	Major Strategic Area	\$21,120	\$36,690	\$44,840	\$114,300

* This fee must be paid in addition to the fee paid to the Mayor or Chairperson as a Councillor or Member (section 249(2) of the LG Act).

Deputy Mayor

Council may elect to have a Deputy Mayor in accordance with section 231 of the LG Act.

Should Council determine to have a Deputy Mayor it is appropriate that there is remuneration for the performance of this role.

In accordance with section 249(5) of the LG Act, Council may pay the Deputy Mayor a fee for such time as the Deputy Mayor acts in the office of the Mayor. The amount of the fee paid must be deducted from the Mayor's annual fee. This report proposes that the \$10,000 previously allocated by Council (Council meeting May 2024) be once again allocated to the Deputy Mayor from the Mayor's annual fee which is equivalent to approximately 4 weeks of the Mayoral annual fee, the workplace standard annual leave entitlement.

Superannuation

Council previously resolved to make superannuation contribution payments for councillors, the amount of the payment to be the amount that Council would have been required to contribute under the *Commonwealth Superannuation Guarantee (Administration) Act 1992*.

As of 1 July 2025 the superannuation rate will increase to 12%.

The superannuation contribution payment is to be paid at the same intervals as the annual fee is paid to councillors.

To receive a superannuation contribution payment, each councillor must first nominate a superannuation account for the payment before the end of the month to which the payment relates. The nominated account must be an account for superannuation or retirement benefits from a scheme or fund to which the *Commonwealth Superannuation Guarantee (Administration) Act 1992* applies.

4.7 Local Government Remuneration Tribunal Determination - Mayor and Councillor Fees For Determination (cont'd)

Individual councillors may opt out of receiving superannuation contribution payments or opt to receive reduced payments. This must be done in writing.

Councils must not make superannuation contribution payments for councillors during any period in which they are suspended from their civic office or their right to be paid any fee or other remuneration, or expense, is suspended under the Act.

Financial Considerations

The overall cost impact at the maximum amount (which is the recommended option) will be: \$36,690.00 x 15 Councillors (\$550,350.00) plus the \$114,300 Mayoral fee = **\$664,650.00**

This amount represents an increase of \$18,930.00 from the maximum fees adopted as a consequence of the 2024 Tribunal determination.

In addition, the total superannuation payments based on the new contribution level of 12% will be \$79,758.00 for the 2025-26 financial year up from the \$74,257.80 commitment for the 2024-25 financial year based on a 11.5% contribution rate.

Should Council resolve to accept the maximum fees as recommended and to accept superannuation payments in accordance with the relevant Act, the proposed increases will be included in the budget for the 2025-26 financial year. The total increase from the current Financial Year would be \$24,430.20.

Stakeholder Engagement

Stakeholder engagement is not required as the Local Government Remuneration Tribunal is the only authority delegated with the responsibility of determining the minimum and maximum fees to be paid to the Mayor and Councillors and it is the Council's decision alone to determine what level of fee it wishes to adopt for the ensuing financial year.

In addition, superannuation fees to be paid on behalf of the Mayor and Councillors is set by legislation.

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 will need to be updated in the next review.

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

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

This proposal does not impact the current 2024-25 financial plan however an additional allocation to meet the cost of increased fees and superannuation payments will be required.

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

Council must determine the annual fee payable to each Councillor, and the additional fee paid to the mayor under sections 248(2) and 249(3) of the LG Act.

Not fixing a fee will mean Council could be in breach of these provisions.

Critical Dates or Timeframes

Council is required to adopt its Mayor and Councillor fees and to increase its superannuation payments for the Mayor and Councillor to 12%, by the 1 July 2025.

Attachments

- 1  LGRT-2025-Annual-Determination Provided Under Separate Cover D16859629



Item No: 4.8
Title: Councillor Expenses and Facilities Policy - Request for Reimbursement of Legal Expenses
Department: Corporate Services

23 June 2025 Ordinary Council Meeting

Reference: F2025/00016 - D16897360
Author: Edward Hock, Unit Manager Governance Risk and Legal
Executive: Marissa Racomelara, Director Corporate Services

Recommendation

That Council considers the application for reimbursement for reasonable legal expenses should the investigative or review body make a finding substantially favourable to the Councillor, and provides a maximum amount of expenditure should reimbursement be deemed appropriate.

Report purpose

To provide a response to the request for reimbursement of legal expenses.

Executive Summary

A request has been submitted to the Chief Executive Officer for reimbursement of legal expenses pertaining to the external investigation of one or more Code of Conduct complaints.

Report

The Councillor Expenses and Facilities Policy (the Policy), at Clause 9.1 provides that Council may, if requested, indemnify or reimburse a Councillor for reasonable legal expenses incurred in certain circumstances.

Clause 9.1.3 of the Policy outlines the circumstances relevant to this matter and provides for reimbursement for:

9.1.3. a Councillor for proceedings before an appropriate investigative or review body, provided the subject of the proceedings arises from the performance in good faith of a function under the Act and the matter has proceeded past any initial assessment phase to a formal investigation or

4.8 Councillor Expenses and Facilities Policy - Request for Reimbursement of Legal Expenses (cont'd)

review and the investigative or review body makes a finding substantially favourable to the Councillor.

A Councillor has made a request, through the Chief Executive Officer's office, for reimbursement of reasonable legal expenses incurred in response to a complaint about their conduct. It is confirmed that the complaint has been referred by the Chief Executive Officer's delegate to a conduct reviewer to make enquiries into the matter in accordance with the Code of Conduct and that these enquiries have proceeded to a formal investigation.

In considering the application, Councillors are advised to have reference to clause 9.1.3 of the Policy, which provides that, where a Councillor is seeking indemnity or contribution for legal expenses relating to proceedings before an investigative or review body (such as is the case in this application), such indemnity or reimbursement can only be made where the investigation or review body makes a finding substantially favourable to the Councillor.

Given that the Code of Conduct precludes the disclosure of information pertaining to Code investigations (per clauses 7.4 and 7.8), the identity of the Councillor seeking the reimbursement pursuant to the Policy will not be disclosed. This approach also allows the Council to consider the application in Open Session of the Ordinary Meeting.

Considerations

Given the Policy explicitly reserves this decision for Council, staff have no recommendation on whether to accept the application for reimbursement for reasonable legal expenses, save to consider defining the term '*reasonable*' by reference to a monetary limit of contribution. The Councillor has provided an indicative costing of \$5,000-\$10,000.

Should Council resolve to provide opportunity for reimbursement of the expense, it is noted that there is no allocated budget for this expense, and this allocation would need to occur at the next quarterly budget review.

Financial Considerations

Financial Year (FY) Implications.

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

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

The FY adopted budget does not include funding for this proposal and the amount will need to be included in a future Quarterly Budget Review.

Should Council resolve to reimburse legal costs, the financial implications will depend on the maximum amount resolved.

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

Nil.



Item No: 4.9
Title: Audit, Risk and Improvement Committee -
Appointment of Independent Members
Department: Corporate Services

23 June 2025 Ordinary Council Meeting

Reference: F2021/00030 - D16887140
Author: Edward Hock, Unit Manager Governance Risk and Legal
Executive: Marissa Racomelara, Director Corporate Services

Recommendation

That Council:

- 1 Appoints Ms Belinda Lawn as an independent member of its Audit, Risk and Improvement Committee for an initial period of 4 years commencing 1 July 2025.***
- 2 Appoints Mr Chris Davies as an independent member of its Audit, Risk and Improvement Committee for an initial period of 3 years commencing 1 July 2025.***
- 3 Instructs the Chief Executive Officer to write to the unsuccessful candidates to advise them of the outcome and thank them for their interest in the role.***
- 4 Resolves, pursuant to section 11(3) of the Local Government Act 1993, that the Attachments to this report remain confidential in accordance with section 10A(2)(a) of the Local Government Act as they contain personnel matters concerning particular individuals (other than Councillors).***

Report purpose

To recommend the appointment of two (2) new independent members to Council's Audit, Risk and Improvement Committee (ARIC).

Executive Summary

ARIC is currently carrying a vacancy in its independent membership arising from the retirement of Mr Arthur Butler on 26 April 2025. Further, Council has resolved an intention to ensure a smooth transition away from the current Chair, whose term expires on 26 April 2026. This report recommends the appointment of two suitably qualified and experienced independent members to facilitate that transition.

4.9 Audit, Risk and Improvement Committee - Recommendation to Appoint Independent Members (cont'd)

Consideration of confidentiality

Given the attachments to this report contain personal details of the recommended applicants, it is considered appropriate to present them as confidential attachments pursuant to sections 10A(2) and 11(3) of the *Local Government Act 1993* (NSW).

Background

On 26 April 2025, Mr Arthur Butler resigned from his role as an independent member of ARIC, leaving a vacancy in that membership. Pursuant to clause 216C(1) of the Local Government (General) Regulation 2021 (NSW) (the LG Regulation), ARIC must comprise an independent Chair and at least 2 independent members.

At its meeting on 25 February 2025, Council resolved, in addition to seeking an exemption from the Office of Local Government to extend the term of the current Chair:

595/25

That in the interim, Council actively and urgently undertake a process to identify a suitable person to be appointed to ARIC, even within the term of the current Chair, to ensure a handover process.

On the basis of Council's resolution, Council staff sought expressions of interest from suitably qualified and experienced people to fill up to 2 roles as independent members, and with a view to carry an additional independent member for the remainder of the current Chair's term.

Report

There were 25 expressions of interest in the role. The selection panel, consisting of the ARIC Chair, the Director Corporate Services, and the ARIC Coordinator (Unit Manager Governance, Risk and Legal), shortlisted four (4) candidates and interviews were conducted. The selection panel has made a recommendation to Council as to preferred candidates from the shortlist, as provided in (Confidential Attachments 1 and 2).

Belinda Lawn

Belinda Lawn is a longstanding Human Resources executive in the public and private sectors. Ms Lawn brings extensive qualifications to the role, including Bachelor and Master Degrees in Economics, and membership of the Australian Institute of Company Directors.

Ms Lawn serves on 2 other Councils' ARICs, and is a Central Coast Council ratepayer, giving her an understanding of the issues facing the local government sector generally, and those specific to this region.

Ms Lawn's core competencies and areas of expertise do not duplicate those of other current ARIC independent members, given Council the benefit of a broader coverage of the skills

4.9 Audit, Risk and Improvement Committee - Recommendation to Appoint Independent Members (cont'd)

identified as required by the *Local Government Act 1993*, the *Local Government (General) Regulation 2021*, and the Office of Local Government Guidelines for Risk Management and Internal Audit.

Chris Davies

Chris Davies is a Risk Management and Internal Audit consultant with a background on major projects at the State and Federal level. Mr Davies holds a Bachelor of Commerce (Accounting) and a Master of Corporate Governance, and is a member of the Risk Management Institute of Australasia and the Institute of Internal Auditors, as well as a fellow of the Governance Institute of Australia.

Mr Davies presented with extensive expertise and commercial acumen in Risk Management, and was comprehensively prepared on the history and current issues facing Central Coast Council.

Mr Davies' experience on major project delivery is considered attractive given Council's capital delivery program and ongoing management of an extensive asset portfolio. Further, Mr Davies' experience as an internal auditor augments the skills of remaining ARIC independent members, leading to better skills coverage and minimal redundancy.

Terms of Appointment

Council's ability to effectively plan for the succession of Mr Millington's term as Chair was hampered by earlier decisions pertaining to the appointment and extension of independent members, leading to the situation of both Mr Butler and Mr Millington's terms expiring in April 2025. In granting Council an exemption to extend Mr Millington's term, the Office of Local Government accepted Council's rationale that it was preferable to avoid circumstances of seeking multiple independent members in any 12-month period.

Accordingly, it is the staff recommendation that the candidates are appointed for staggered terms, which will normalise succession planning by having each independent member's term finish in a different year.

Conclusion

It is considered that the recommended candidates give Council the best available coverage of the skills and experience considered necessary to fill the role of independent ARIC member. Further, it is pleasing that the quality of the candidacies considered allowed for the recommendation for appointment of 2 suitable candidates, making the handover period from Mr Millington's tenure as seamless as possible as we continue to invest in the effectiveness of ARIC as an advisory body to Council.

4.9 Audit, Risk and Improvement Committee - Recommendation to Appoint Independent Members (cont'd)

Stakeholder Engagement

The selection panel comprised input from the current ARIC Chair, Director Corporate Services, and the relevant Unit Manager to allow for a diversity of views to be expressed about the candidates' skills and suitability.

Financial Considerations

Financial Year (FY) Implications.

This proposal has cost and 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.

Independent members of ARIC are paid \$2,092 per meeting. The draft budget for ARIC independent members was formulated on the basis of carrying 3 independent members (including the Chair). Given this proposal will involve an additional independent member for the balance of the Chair's current term, comprising the September 2025, December 2025, and March 2026 ARIC meetings, there is an additional cost implication of \$6,276.

This is considered an acceptable impost in order to facilitate a smooth transition to a new ARIC Chair term and will be included in the draft budget.

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

The recommended appointments of Ms Lawn and Mr Davies continues to manage Council's risks by leveraging independent expertise in oversight and advisory roles for the benefit of the Council.

The purpose of ARIC is to provide Council with advice and recommendations for the management of risk, the appropriateness of the audit focus and workplan, and opportunities for improvements across these management areas, and service delivery. The recommended appointments of Ms Lawn and Mr Davies would satisfy these objectives.

4.9 Audit, Risk and Improvement Committee - Recommendation to Appoint Independent Members (cont'd)

Critical Dates or Timeframes

The next meeting of ARIC is scheduled for Thursday 18 September 2025. The recommended appointments from 1 July 2025 would allow time for meaningful induction and introduction of the recommended candidates to the committee and other relevant stakeholders.

Attachments

- 1** Confidential - Belinda Lawn CV - Provided Under Separate Cover D16850195
- 2** Confidential - Chris Davies CV - Provided Under Separate Cover D16850194

Item No: 4.10
Title: Community Support Grant Program April 2025 –
For Determination
Department: Community and Recreation Services



23 June 2025 Ordinary Council Meeting

Reference: F2017/02117-002 - D16832473
Author: Belinda McRobie, Section Manager Community Development
Executive: Melanie Smith, Director Community and Recreation Services

Recommendation

That Council:

- 1** ***Allocates \$18,606.63 (inclusive of GST where applicable) from the 2024-25 grants budget to the Community Support Grant program for the month of April as outlined below and in Attachment 1.***
 - a) North Entrance Surf Life Saving Club - Gym equipment - \$4,998.00***
 - b) The Bays Community Group Incorporated - Rates Subsidy - \$1,535.85***
 - c) Wyongah Progress Association Incorporated - Rates Subsidy 2023-2024 - \$1,315.05***
 - d) Northern Settlement Services Limited - Central Coast Multicultural Expo - \$4,800.00***
 - e) Rotary Club of Kariong Somersby - Rotary Walking for Wellness Family Fun Day - \$974.45***
 - f) Central Coast Lapidary Club Incorporated - Resurfacing of Lapidary Club carpark on Council land - \$1,680.00***
 - g) Gosford City Brass Band Incorporated - Rates Subsidy - \$883.28***
 - h) Central Coast Lapidary Club Incorporated - Zip boiling water unit for kitchen use - \$2,420.00***
- 2** ***Declines the following applications, for the reasons indicated in Attachment 1:***
 - a) Central Coast Fly Rodders Incorporated - Meeting room rent support - application is ineligible.***
- 3** ***Advises the unsuccessful applicants in point 2 (above) and direct them to alternate funding sources if relevant.***

Report purpose

To seek endorsement of the recommendations for the Community Support Grant Program for the month of April 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	\$200,276.33	\$18,606.63	\$218,882.96

Current Status

Applications submitted from 1 April - 30 April 2025 are considered in this report. The Community Support Grant Program provides up to \$5,000 per project per financial year in combined funding and in-kind Council services to applicants who are a legally constituted not-for profit organisations, or auspiced by one.

Assessment

A total of nine (9) applications were received and assessed by 9 May 2025, with eight (8) applications recommended for funding in this Council report. One application is not recommended for funding.

The one application not recommended for funding is ineligible. This applicant 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 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	CSP April 2025 Recommended and Not Recommended	Provided Under Separate Cover	D16871356
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Item No: 5.1
Title: Notice of Motion - Mobilising the Davistown Wetlands Fund
Department: Councillor

23 June 2025 Ordinary Council Meeting

Reference: F2025/00016 - D16896863
Author: Councillor Jared Wright

Councillor J Wright has given notice that at the Ordinary Council Meeting to be held on 23 June 2025 he will move the following motion:

That Council:

- 1 Creates a 10-year plan of management for the Council-owned Davistown wetlands, in partnership with the Davistown Progress Association, and***
 - a) That the draft plan be brought to the Environment and Planning Committee for review in November.***
 - b) The attached report from the Davistown Progress Association created in May 2025 can be used as a guide to assist in the drafting process, noting the Association has already been liaising with staff directly on this.***

- 2 Seeks to use the interest component of the internally restricted Davistown Wetlands Fund as a key funding source for these works, and***
 - a) Notes that the current value of the Fund, is \$1,436,049 and the interest accumulated by the Fund this financial year is estimated to be in the order of \$59,000.***
 - b) Within the plan of management, Council is to identify the proportion of the interest that is being used for that financial year.***
 - c) Acknowledges that a portion of the interest earned by the Fund each year will still go into the broader conservation fund, with the split to be determined by the 10-year plan of management, noting it will fluctuate each year.***
 - d) Notes that work on maintaining the Davistown Wetlands can still utilise the principal value of the Davistown Wetlands Fund, the broader Conservation Fund and other Council reserves as required.***

Councillors Note

The Davistown Wetlands Fund (the Fund) is a historical fund that dates back to the 1990's. It was created after Council owned non-wetland land was sold in Magnolia Avenue in Davistown for subdivision. Nearby residents were assured that if a second stage was agreed to, that a special fund would be set up to purchase more of the privately owned wetlands in Davistown for both flood mitigation and the preservation of native and flora and fauna.

In 2023-2024, the Davistown Progress Association met with Council staff to discuss using the fund to repair and maintain the existing wetlands, given that Council had not successfully acquired any new wetlands since the establishment of the Fund. The Association has now run multiple petitions within the local area to support this and Council staff have expressed their support for this approach as well.

It should be noted that in 2023 Council resolved, while under administration, to incorporate the Fund into the General Conservation Fund. In March 2025, Council passed a motion to have these funds restricted for the purposes of ensuring that the money was spent in Davistown. Minutes of the March 2025 meeting can be found [on Council's website Minutes - Ordinary Council Meeting - 25 March 2025](#)

This current motion builds on the resolution of Council in March 2025 and seeks to ensure that the Fund is utilised into the future, by developing a plan of work over the next decade. The motion aims to maximise the interest earned by the Fund, to increase its longevity and ensure that works can be carried out well into the future.

It also seeks to increase transparency for the Davistown community by identifying how much of the interest earned from the internally restricted Davistown Wetlands Fund is used on the Davistown Wetlands each year.


Chief Executive Officer Response

There are no significant risks identified by staff from what is proposed in the Notice of Motion and these actions can be accommodated.

It is noted that although the intent of the term "plan of management" in the Notice of Motion is understood, the term in this regard should not be confused with the reference to a "Plan of Management" under *sections 36-44 of the Local Government Act 1993*. An alternative term to avoid confusion could be considered such as "Conservation Program".

Council is also advised that due to long term financial plan limitations, other delivery priorities, expected staged delivery strategies for the work within Davistown Wetlands, and the scale of work required at this location, that there will unlikely be significant draw down of the principal value over the course of the 10-year period.

Attachments

1	Davistown Wetlands Restoration Priorities	Provided Under Separate	D16898124
	May 2025	Cover	



Item No: 5.2
Title: Notice of Motion - Community Engagement with the development of the Local Strategic Planning Statement
Department: Councillor

23 June 2025 Ordinary Council Meeting

Reference: F2025/00016 - D16899419

Author: Councillor Jane Smith

Councillor J Smith has given notice that at the Ordinary Council Meeting to be held on 23 June 2025 she will move the following motion:

That Council:

- 1 Supports, in line with Council's adopted Community Engagement Strategy, a pilot community workshop program in Gosford West Ward to engage with and encourage active community participation in the development of the Local Strategic Planning Statement for that Ward area.***
- 2 Confirms that the community workshop program be held by the end of September 2025.***
- 3 Requests the Chief Executive Officer facilitates a working group with Ward Councillors to develop the format, timing and location of the community workshop/s.***
- 4 Requests the Chief Executive Officer identifies a funding allocation for this community engagement/workshop program.***
- 5 Notes that this could be a model/pilot that could be applied in other Ward areas.***

Councillors Note

In March 2018, amendments to the Environmental Planning and Assessment Act 1979 (EP&A Act) introduced new requirements for councils to prepare and make local strategic planning statements.

Local strategic planning statements (LSPS) will set out the 20-year vision for land use in the local area the special characteristics which contribute to local identity shared community values to be maintained and enhanced how growth and change will be managed into the future.

Through the LSPS, Councils will show how their vision gives effect to the regional or district plan, based on local characteristics and opportunities, and the council's own priorities in the community strategic plan it prepares under local government legislation.

5.2 Notice of Motion - Community Engagement with the development of the Local Strategic Planning Statement (cont'd)

Under Section 3.9(3) of the *Environmental Planning and Assessment Act 1979* (as amended) outlines the following direction for merged councils in respect to endorsement of a LSPS by councillors of each ward of an area.

The wording of the direction is as follows:

"Objective

(1) The objective of this direction is to identify the circumstances in which a local strategic planning statement is not required to be endorsed by the councillors of each ward of an area.

Where this direction applies

(2) This direction applies to a council for a local government area that is divided into wards.

Circumstances in which endorsement of statement by ward councillors is not required

*(3) A local strategic planning statement in an area to which this direction applies is not required to be endorsed by the councillors of each ward under section 3.9(3) of the Environmental Planning and Assessment Act 1979 **unless the council is an amalgamated council***

(4) In this direction, an amalgamated council means:

*Bayside Council
Canterbury-Bankstown Council*

Central Coast Council

City of Parramatta Council

Cumberland Council

Dubbo Regional Council

Georges River Council

Inner West Council

Murray River Council

Murrumbidgee Council

Northern Beaches Council

An interim LSPS was adopted in June 2020 with the intention that further work would be undertaken. This motion seeks to ensure that the community is involved with the further development of the LSPS, in keeping with a place-based engagement and collaboration approach as identified in Council's adopted Community Engagement Strategy.

Chief Executive Officer Response

The Chief Executive Officer considers that this notice of motion has legal, strategic, financial or policy implications which should be taken into consideration by the meeting. As a result, the Chief Executive Officer will provide a report in relation to the notice of motion. This report will be provided as a late item and will be made available by close of business, 3 days prior to the council meeting.

Attachments

Nil.



Item No: 5.3
Title: Notice of Motion - Coastal Open Space System, Community Strategic Plan, and Integrated Planning and Reporting
Department: Councillor

23 June 2025 Ordinary Council Meeting

Reference: F2025/00016 - D16902588

Author: Councillor Sharon Walsh

Councillor S Walsh has given notice that at the Council Meeting to be held on 23 June 2025, she will move the following motion:

That Council:

- 1 Commits to the unique Coastal Open Space System (COSS) being part of the Community Strategic Plan and all documents in the Integrated Planning and Reporting (IPR) Framework.***
- 2 Resolves to deliver the completion of the COSS Strategy (2010) in the former Gosford City Local Government Area by using available and allocated funds to acquire appropriate land to add to the COSS.***
- 3 Directs the Chief Executive Officer to take all necessary steps to expand the COSS to the whole of the Central Coast Local Government Area in line with Strategy 6.3 in the Central Coast Regional Plan 2041:
Strategy 6.3 Local strategic planning should consider opportunities to strengthen the Coastal Open Space System by expanding it's links and extending new corridors to balance growth in the north of the region and protect the network of natural areas across the region.***
- 4 Amends IPR documents to include specific actions and budget for a comprehensive plan of management for existing and future COSS lands.***
- 5 Resolves to ensure that the plan of management includes taking advantage of all blue carbon and biodiversity conservation funding opportunities.***

5.3 Notice of Motion - Coastal Open Space System, Community Strategic Plan, and Integrated Planning and Reporting (cont'd)

Chief Executive Officer Response

1 Commits to the unique Coastal Open Space System (COSS) being part of the Community Strategic Plan and all documents in the Integrated Planning and Reporting (IPR) Framework.

Following consideration of public submissions received during the IP&R exhibition period, Council has updated the draft Community Strategic Plan to clearly reflect commitment to COSS via updated goal under the Environment pillar:

Update Goal EN1.2 from:

Protect, conserve and maintain our beaches, waterways, bushlands, wildlife corridors, inland areas and local native species.

To:

Protect, conserve and maintain natural landscapes and habitats, such as the beaches, waterways, bushlands, wetlands, local native species, including the Coastal Open Space System (COSS).

2 Resolves to deliver the completion of the COSS Strategy (2010) in the former Gosford City Local Government Area by using available and allocated funds to acquire appropriate land to add to the COSS.

Council's Biodiversity Strategy includes the goals of implementing a funding program for land management, acquisition and expanding Council's conservation estate through the implementation of the Environmental Land Acquisition Program. Council adopted the Central Coast Council Conservation Fund at its meeting on 31 October 2023. The Fund provides a mechanism for funds, such as those generated through Council's participation in the NSW Government's Biodiversity Offset Scheme, to be restricted and to be used for environmental activities including the acquisition of environmental land across the Central Coast.

The funding mechanisms for the acquisition of land with environmental values previously available to both the former Wyong and Gosford LGAs remains available for environmental land acquisition.

The name Coastal Open Space System (COSS) applies to public land managed by Council and private land identified for voluntary acquisition by Council for inclusion in the system. The total area of the COSS is 4,099 hectares, with 2,513 hectares being in public ownership and 1,586 hectares being identified for voluntary acquisition. The balance of the restricted Coastal Open Space System fund at the end of May 2025 was \$7,402,259.

At the current value of land, purchasing all land identified for voluntary acquisition identified in the COSS Strategy 2010 is not achievable using the restricted fund only.

5.3 Notice of Motion - Coastal Open Space System, Community Strategic Plan, and Integrated Planning and Reporting (cont'd)

A report on the progress of the Biodiversity Strategy was considered by the Environment and Planning Committee on 6 May 2025. Since adoption of the Biodiversity Strategy on 28 September 2020, 152 hectares of environmental land has been acquired by Council. Council also considered a report on the possible purchase of land at Toomeys Road, Mount Elliot for inclusion in the COSS and resolved on 25 March 2025 not to proceed with acquisition.

3 Directs the Chief Executive Officer to take all necessary steps to expand the COSS to the whole of the Central Coast Local Government Area in line with Strategy 6.3 in the Central Coast Regional Plan 2041:

Strategy 6.3 Local strategic planning should consider opportunities to strengthen the Coastal Open Space System by expanding its links and extending new corridors to balance growth in the north of the region and protect the network of natural areas across the region.

The Coastal Open Space System (COSS) was an initiative of the former Gosford City Council. In working with the previous COSS Committee, it was identified that the approximately 95 hectares of land purchased by Council in the Warnervale Floodplain, and the Council land in Porters Creek Wetland are a potential site of a trial to apply the name COSS to environmental land in the north of the Central Coast Local Government Area.

Council resolved on 5 December 2023:

44/24 Notes the recommendations of the Coastal Open Space System (COSS) Advisory Committee provided in Section 2.6 of the Committee's minutes of 5 December 2023 in regard to a proposed COSS Reserve trial at Porters Creek Wetland and Warnervale Floodplain.

45/24 Provide in-principal support to the proposal, subject to further investigation.

46/24 Request that a report be provided to Council that considers, and amends as necessary, the COSS Advisory Committee's proposal whilst also considering:

- a. The findings of the exhibited draft Warnervale Airport Masterplan*
- b. The proposed Warnervale Link Road*
- c. The proposed Conservation Agreement for Porters Creek Wetland that Council has previously publicly exhibited.*
- d. The feedback received in regard to the proposed Conservation Agreement for Porters Creek Wetland*
- e. Any other proposed infrastructure on Council owned land in this locality to avoid conflicts in land use and define appropriate boundaries for each intended use.*

47/24 Defer implementation of a proposed COSS Reserve trial at Porters Creek Wetland and Warnervale Floodplain until:

- a. The report referred to in Part 3 is considered by Council.*

5.3 **Notice of Motion - Coastal Open Space System, Community Strategic Plan, and Integrated Planning and Reporting (cont'd)**

- b. Council determines the appropriate approach for management of competing land uses on Council-owned land in this locality.*
- c. Consultation occurs on the Warnervale Floodplain Masterplan (expected to occur in 2025)*
- d. That as part of the consultation of the Warnervale Floodplain Masterplan, community support for a trial COSS Reserve site at Warnervale Floodplain and Porters Creek Wetland, is also gauged, particularly among residents local to the trial area.*
- e. Evidence-based performance measures for the COSS Reserve trial are developed in consultation with the COSS Advisory Committee.*
- f. The resources required to undertake the trial are identified, and can facilitate community consultation, data collection and analysis and any additional works required to support the trial.*

4 Amends IPR documents to include specific actions and budget for a comprehensive plan of management for existing and future COSS lands.

Land classified as community and categorised as natural area under the Local Government Act 1993 forms a substantial part of the conservation reserve network, including the COSS reserves, across the Central Coast. The management of Council owned land classified as community is guided by the Plan of Management for Council Community Land – Central Coast Council which was adopted by Council on 26 April 2023. Crown land for which Council has management responsibilities, and which is part of the conservation reserve network is currently managed in accordance with the objectives for Crown Land Management, however this Crown Land will ultimately be managed under the Plan of Management for Community Land.

Specific site management plans have been prepared for a number of reserves, including COSS reserves, within the conservation reserve network. A report providing an update of the Biodiversity Strategy since its adoption on 28 September 2020 was considered by Council's Environment and Planning Committee on 6 May 2025. It was reported for Goal 1.1 of the Biodiversity Strategy titled: *Comprehensively plan for the management of biodiversity in Council's natural areas* that:

- All natural reserves have an up-to-date site management plan or are covered by the Plan of Management for Council Community Land adopted by Council on 26 April 2023
- 95 of 341 natural reserves have a site management plan. An additional 34 natural reserves have been identified for the preparation of a management plan
- An assessment of each natural reserve has been undertaken to assign relative priorities for management

Implementation of the actions of the site management plans is funded from sources including operational budget allocations and grant funding. Reserves where Biodiversity Stewardship Agreements over them receive funding to implement the management actions of the agreement through the Biodiversity Conservation Trust. Reporting on progress and

5.3 Notice of Motion - Coastal Open Space System, Community Strategic Plan, and Integrated Planning and Reporting (cont'd)

completion of activities will continue to be provided through quarterly performance reports to Council.

5 Resolves to ensure that futures updates of the plan of management includes taking advantage of all blue carbon and biodiversity conservation funding opportunities.

Further consideration is needed to be given to the implications of including blue carbon opportunities within a plan of management and whether that is in accordance with requirements for plan of management under the Local Government Act 1993.

Attachments

Nil.



Item No: 5.4
Title: Notice of Motion - Tuggerah Lake Dredging under the Coastal, Estuary and Floodplain Risk Management Sub-Committee
Department: Councillor

23 June 2025 Ordinary Council Meeting

Reference: F2025/00016 - D16903668
Author: Councillor Rachel Stanton

Councillor R Stanton has given notice that at the Ordinary Council Meeting to be held on 23 June 2025 she will move the following motion:

That Council:

- 1 Delegates the finalisation of the Terms of Reference for the Coastal, Estuary and Floodplain Risk Management Sub-Committee (Sub-Committee) to the Environment and Planning (E&P) Committee meeting on 1 July 2025.***
- 2 Advertises for Expressions of Interest for the Sub-Committee's independent community members between 2 July 2025 and 23 July 2025, with selection delegated to the E&P Committee meeting on 5 August 2025.***
- 3 Requests that the Chief Executive Officer prepares a report for the first Sub-Committee meeting on the following, in relation to Tuggerah Lake for the purpose of flood mitigation, including:***
 - a) Availability of fit for purpose dredges that could be purchased, leased, or commissioned;***
 - b) Upfront and annual costs associated with:***
 - i. purchasing a fit for purpose dredge, including Council's former dredge;***
 - ii. renting a dredge; and***
 - iii. commissioning a dredge;***
 - c) Technical specifications of an appropriate dredging programme such as the location, width, and depth, with reference to existing reports and feasibility of dredging west of The Entrance bridge to the berm;***
 - d) Timeline to procure a dredge and re-commence a dredging programme;***
 - e) Update from MIDO on:***
 - i. Council's request for Tuggerah Lake's inclusion as an additional priority area in the NSW Coastal Dredging Strategy; and***

5.4 Notice of Motion - Tuggerah Lake Dredging under the Coastal, Estuary and Floodplain Risk Management Sub-Committee (cont'd)

ii. Formalisation of an agreement for ongoing use of Lake Macquarie's dredge; and

4 Allocates as part of the 2025-2026 Budget, \$1.2 million dedicated to Tuggerah Lake dredging.

Councillors Note

Background

In recent months, I have been engaging regularly with individuals and community groups and following the recent flooding, residents remain steadfast in their belief that Council needs to re-instate dredging as a means of flood mitigation. There is also public acknowledgment that Council's use of the pilot channel proved effective in helping to reduce the overall impact of flooding.

Council resolved on 29 April 2025 to merge the scope of the Dredging and Water Management Advisory Panel and Catchments to Coast Committee to become the Coastal, Estuary and Floodplain Risk Management Sub-Committee. Since the resolution, the Central Coast has faced multiple natural disasters and extreme coastal erosion which has been the predominant focus of Council staff. To progress the formation of Sub-Committee, Council must confirm the Terms of Reference and the independent community members of the committee, which must first be presented to the Environment and Planning Committee. This motion seeks to clarify the timeline of this process for full transparency.

In accordance with the NSW Government's Flood Risk Management Manual 2023, local councils must implement Local Flood Risk Management (FRM) Committees. As the Sub-Committee will serve as a Local FRM Committee, this motion seeks a current report from the Chief Executive Officer (CEO) on dredging in Tuggerah Lake for the purpose of flood mitigation. Regular dredging campaigns have been undertaken over past decades and The Entrance Dredging Program Report, which was commissioned by Council in 2020, stated that the preferred proposal as previously determined, was that maintenance dredging of The Entrance Channel was a viable option to achieve water quality and amenity outcomes within the immediate Entrance Channel area, at a reasonable cost and with limited adverse social, economic or environmental impacts, and was preferred over a "do nothing" option.

The 2019 GHD Dredging Feasibility Review estimated the cost to purchase a dredge for Tuggerah Lake was \$1.3 million and \$670,000 to operate annually. The Sub-Committee requires an up-to-date costing on each of the dredging options (purchase, rent, or commission) which is included in the requested CEO report. It is noted that the 2025-26 Budget identifies \$1.2 million arising as a favourable adjustment from updated budget figures. It is proposed that these funds be allocated to Tuggerah Lake dredging.

5.4 Notice of Motion - Tuggerah Lake Dredging under the Coastal, Estuary and Floodplain Risk Management Sub-Committee (cont'd)

Chief Executive Officer Response

The timeframes outlined for completion of the Expression Interests (EOI) and establish community membership of the subcommittee will require clear roles to be determined at the July E&P Committee. Failure to define roles and execute will extend timeframes.

Staff could provide a preliminary report to the first meeting of the Sub-Committee with regards to the matters raised in the Notice of Motion about dredging. However, staff will not be able to provide a detailed response to all matters in the timeframe identified in the motion. With consideration of the time required to confirm current approvals, that The Entrance Channel is currently classified in the condition of "Moderately Open" based on measured tidal range (the M2 tidal constituent) and channel width, and that establishment of a dredging program would typically need to occur in approximately February to comply with timing constraints (avoiding biodiversity, tourist and commercial fishing impacts), establishing any dredging program at The Entrance Channel between the commencement of the new Sub-Committee and the end of the year is not possible. It should also be noted that development of a dredging program is staff resource intensive, and will divert staff resources in 2025-26 as this is currently not a planned activity, and therefore may impact other deliverables. Those impacts have not yet been identified.

Should Council wish to undertake a significant dredging program at The Entrance Channel, a more likely timeframe would be site establishment commencing February 2026, with dredging commencing in March 2026, through to approximately September 2026 (not inclusive of a site decommissioning phase).

There is currently no budget item for \$1.2 million allocated to dredging in the draft 2025-26 budget.

Council staff continue to monitor The Entrance Channel closely under the Entrance Management Procedure prepared for Council by expert flooding and coastal engineers at Manly Hydraulics Laboratory (MHL). The management of The Entrance Channel for flood mitigation is focussed on using land based earthmoving equipment to manage the most constricted part of the channel when the triggers for intervention in accordance with the management procedure are reached. This machinery can be deployed in a cheap and effective manner and timed in such a way to achieve the most effective results. There is currently no need to undertake widespread dredging of shoals within The Entrance Channel for hydraulic efficiency (i.e. flood mitigation) reasons, although it is noted that there may be some sand nourishment benefits for The Entrance North beach. The recent flooding acted to scour a deep ebb tide channel through the shoals. Under current arrangements, should monitoring indicate dredging is needed in the future then Council staff could organise for such works to be undertaken using a contracted dredge on an as-needs basis.

Council has undertaken dredging programs in The Entrance Channel with contractors since disposing of Council's dredge. Council's current procedures still allow for dredging to occur if required, and two dredging programs have occurred in the last five years.

5.4 Notice of Motion - Tuggerah Lake Dredging under the Coastal, Estuary and Floodplain Risk Management Sub-Committee (cont'd)

Council is continuing discussions with Transport for NSW – Maritime Infrastructure Delivery Office (MIDO) with regard to possible opportunities for the dredge procured for Swansea channel to be available for use in the Central Coast local government area.

Further refinement of The Entrance Management Procedure will follow the completion of the modelling for the Tuggerah Lakes Flood Study and be incorporation into the Tuggerah Lakes Coastal Management Program with further community engagement opportunities available.

Attachments

Nil.