



Central Coast Council  
Business Paper  
Ordinary Council Meeting  
**10 December 2024**





# COMMUNITY STRATEGIC PLAN 2018-2028

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

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

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

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

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

## RESPONSIBLE

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

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



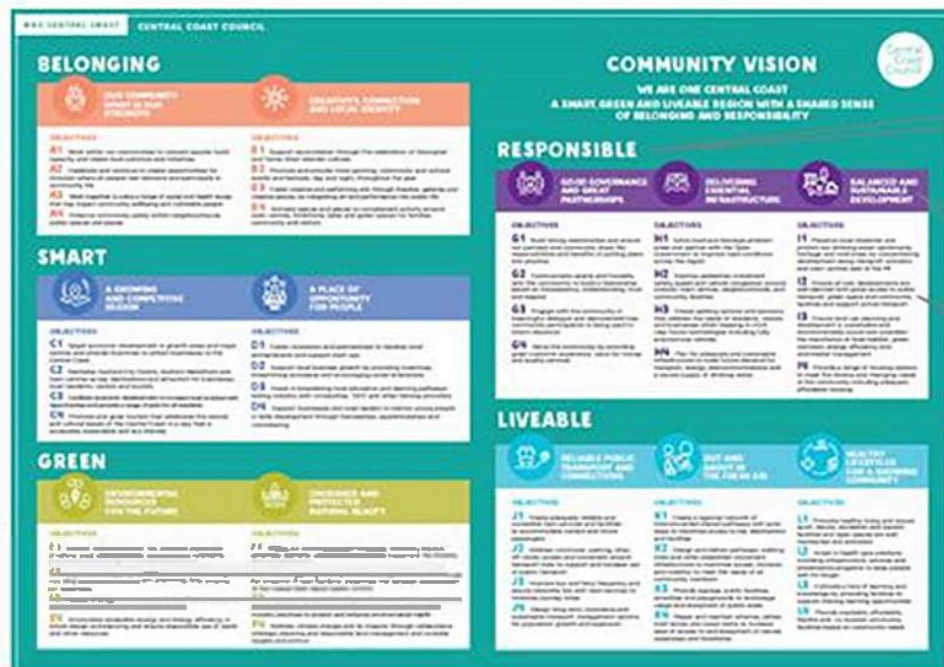
**Good governance and great partnerships**

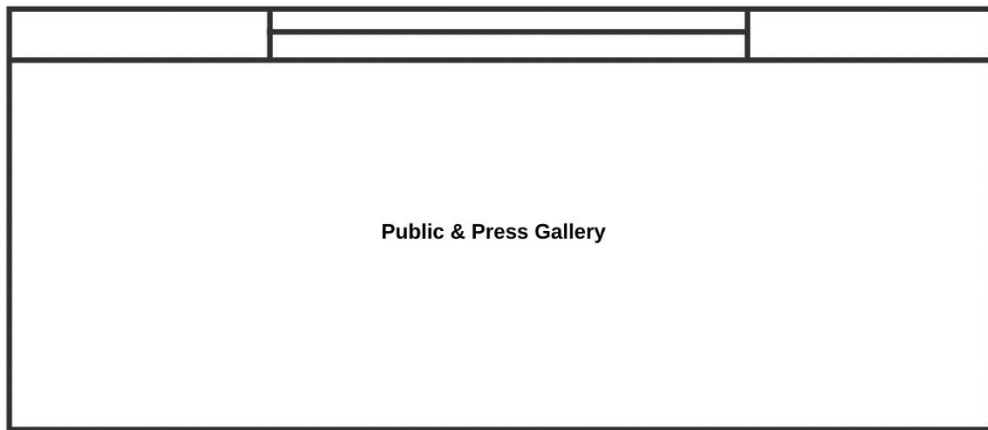
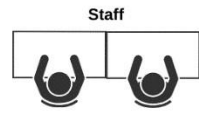
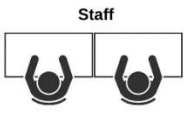
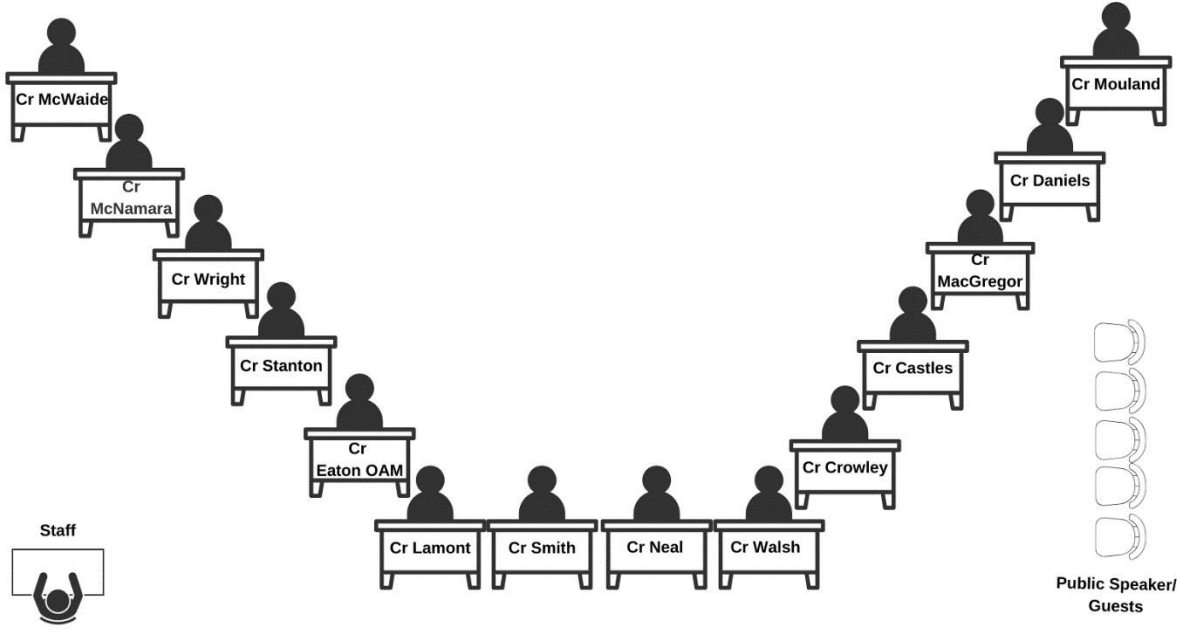
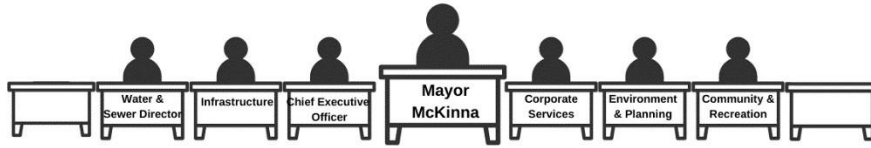
**G2** Engage and communicate openly and honestly with the community to build a relationship based on trust, transparency, respect and use community participation and feedback to inform decision making

There are 5 themes, 12 focus areas and 48 objectives

### COMMUNITY STRATEGIC PLAN 2018-2028 FRAMEWORK

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





**Oath or Affirmation of Office**

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

**Disclosures of Interest**

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

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

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

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

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

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

**Recording**

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

# Meeting Notice

**The Ordinary Council Meeting  
of Central Coast Council  
will be held in the Central Coast Council Chambers,  
2 Hely Street, Wyong  
on Tuesday 10 December 2024 at 6.30pm,  
for the transaction of the business listed below:**

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

Further information and details on registration process:

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

## 1 Procedural Items

1.1	Disclosure of Interest .....	7
1.2	Confirmation of Minutes of Previous Meeting .....	7
1.3	Items Resolved by Exception .....	7

## 2 Mayoral Minutes

2.1	Mayoral Minute - Development Forum - Building a Foundation for Future Growth .....	8
-----	------------------------------------------------------------------------------------	---

## 3 Reports

3.1	Monthly Finance Report November 2024 .....	9
3.2	Monthly Investment Report November 2024 .....	10
3.3	Instrument of Delegation for the Chief Executive Officer .....	11
3.4	Disclosure of Interest Returns - Councillors .....	15
3.5	Gosford Regional Library Project Status Update .....	19
3.6	Facade Improvement Support Program Applications 2024-25 .....	24
3.7	Community Support Grant Program October 2024 .....	29
3.8	Open Space Strategy - Outcomes of Public Exhibition .....	33
3.9	Draft Development Control Plan (DCP) Chapter 4.7 Tuggerah Regional Centre Finalisation and Local Planning Agreement - Tuggerah Gateway Planning Proposal .....	39
3.10	Social Media Policy - For adoption .....	50
3.11	Draft Community Engagement Strategy - For Adoption .....	53
3.12	Council Services during Christmas/New Year Period 2024 .....	61
3.13	Current Gosford Library Building - Appointment of Review Panel .....	67

## 4 Rescission Motions

4.1	Rescission Motion: Entry into aviation services lease for a helicopter hub over part of Central Coast Airport (Warnervale): .....	72
-----	-----------------------------------------------------------------------------------------------------------------------------------	----

**5 Notices of Motion**

5.1 Notice of Motion - Unlawful Camping in Parks and Reserves .....74

5.2 Notice of Motion - Formation of Review Panel - Existing Gosford Library  
Building .....76

5.3 Notice of Motion - Adoption of Offshore Sand Nourishment Policy .....77

**6 Questions with Notice**

6.1 Question with Notice - Operations of the Local Planning Panel .....80

David Farmer  
**Chief Executive Officer**



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

---

10 December 2024 Ordinary Council Meeting

#### **Recommendation**

***That Council now discloses 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

---

10 December 2024 Ordinary Council Meeting

Reference: F2024/00015 - D16198912

#### **Recommendation**

***That Council confirms the minutes of the Ordinary Meeting of Council held on 26 November 2024 as read and a true record of the Meeting.***

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

---

10 December 2024 Ordinary Council Meeting

Reference: F2024/00015 - D16540640

#### **Recommendation**

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

#### **Summary**

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



**Item No:** 2.1  
**Title:** Mayoral Minute - Development Forum - Building a Foundation for Future Growth  
**Department:** Councillor

---

10 December 2024 Ordinary Council Meeting

Reference: F2024/00015 - D16546953

Author: Mayor Lawrie McKinna,

I recently attended the UDIA Central Coast industry luncheon. The event provided an opportunity to engage with leaders from the regional business community including the development sector, industry consultants and NSW government officials.

Growth on the Central Coast was a strong theme, and the need to better plan for this was discussed. The current planning system, and the time taken to get projects through this system, was raised as a challenge.

We understand that our population is growing, and community expectations are changing.

As a new Council, we now have an opportunity to show leadership as we engage with the development sector, form partnerships with NSW Government and build a positive foundation for the future.

To enable this, I'm proposing that Council facilitates a forum with the theme of '*Building a Strong Foundation for Future Growth*'.

The purpose of this forum is to identify barriers to development, discuss the burning issues around growth, and explore how some of these can be resolved.

This forum will be the start of a journey. A journey that will lay down the tracks for our train to leave the station, and ensure we are all heading in the same direction as we grow.

***I formally move:***

- 1 That Council resolves to hold the 'Building a Strong Foundation for Future Growth' forum in March 2025 for all stakeholders in the development sector who have an interest in the Central Coast.***
- 2 That the CEO be delegated to produce a draft program and list of invitees, in consultation with the Mayor and Deputy Mayor.***
- 3 That, if required, a budget variation for the forum be included in a future finance report to Council.***



### 3.1 Monthly Finance Report November 2024 (cont'd)

---



**Item No:** 3.1  
**Title:** Monthly Finance Report November 2024  
**Department:** Corporate Services

---

10 December 2024 Ordinary Council Meeting

Reference: F2020/03205 - D16439248  
Author: Garry Teesson, Section Manager Financial Planning and Business Support  
Manager: Emma Galea, Chief Financial Officer  
Executive: Marissa Racomelara, Director Corporate Services

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 10 December 2024

**Item No:** 3.2  
**Title:** Monthly Investment Report November 2024  
**Department:** Corporate Services

---



10 December 2024 Ordinary Council Meeting

Reference: F2020/03205 - D16439232  
Author: Michelle Best, Section Manager Financial Accounting and Assets  
Manager: Emma Galea, Chief Financial Officer  
Executive: Marissa Racomelara, Director Corporate Services

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 10 December 2024



**Item No:** 3.3  
**Title:** Instrument of Delegation for the Chief Executive Officer  
**Department:** Corporate Services

---

10 December 2024 Ordinary Council Meeting

Reference: F2024/00015 - D16482592  
Author: Alysha Coussos, Section Manager Governance  
Executive: Marissa Racomelara, Director Corporate Services

## **Recommendation**

***That Council reviews and makes no changes to the Instrument of Delegation to the Chief Executive Officer at Attachment 1.***

## **Report purpose**

For the elected Council to review the delegations which have been issued to the Chief Executive Officer (CEO). Consideration of this matter was deferred from the Extraordinary Council Meeting on 8 October 2024 to the current meeting, with further information requested in relation to the functions that the CEO can exercise under the current delegation.

## **Executive Summary**

Council must review its delegations within the first 12 months of its term. It is recommended that no changes be made to the CEO's existing delegations, noting that the Performance Improvement Order issued on 19 September 2024 allows Council to change its delegations only with the concurrence of the Deputy Secretary of the Office of Local Government.

## **Background**

At the Extraordinary Council Meeting on 8 October 2024, Council was presented with a report and asked to review the delegations that have been issued to the incumbent Chief Executive Officer, David Farmer.

### 3.3 Instrument of Delegation for the Chief Executive Officer (cont'd)

---

Council resolved:

- 366/24 *That the matter be deferred to the Ordinary meeting to be held in December 2024.*
- 367/24 *That Councillors be provided with further detail of existing delegations to the CEO.*
- 368/24 *That Councillors be provided with details of any changes to delegations for the CEO whilst under Administration.*

#### Report

##### Existing delegations to the Chief Executive Officer

The CEO's current delegation operates by exception, so the CEO can exercise all functions of Council except those non-delegable functions listed in section 377 of the [Local Government Act 1993](#) (the Act).

In terms of defining the 'functions of Council', it is extremely difficult to do this exhaustively due to the breadth of Council's remit. [Section 21 of the Act](#) states that a council has the functions conferred or imposed on it under the Act, including:

- Service functions ([Chapter 6](#))
- Regulatory functions ([Chapter 7](#))
- Ancillary functions ([Chapter 8](#))
- Revenue functions ([Chapter 15](#))
- Administrative functions ([Chapters 11, 12 and 13](#))
- Enforcement functions ([Chapters 16 and 17](#)).

In addition to these functions, Council also has the functions conferred or imposed on it by or under any other Act or law ([section 22](#)). Section 22 sets out a non-exhaustive list of 17 other Acts under which Council has functions. By way of example, this list includes the *Companion Animals Act 1998*, the *Environmental Planning and Assessment Act 1979*, the *Protection of the Environment Operations Act 1997* and the *Roads Act 1993*. This is only a small sample of the legislation which is relevant to the exercise of Council's functions. The database used by Council staff to create staff delegations lists over 100 pieces of legislation under which officers may be authorised to perform roles or activities.

Since amalgamation in 2016, all Council's Chief Executive Officers have been delegated all functions with no prescribed conditions or limitations.

An alternate approach may be to delegate all functions to the CEO (except for those non-delegable functions under section 377) subject to further specific limitation or exclusions. For example, the CEO may be authorised to exercise all delegable functions except for the power to write off debts owed to Council above \$[x], or the power to make an application for the

### 3.3 Instrument of Delegation for the Chief Executive Officer (cont'd)

---

permanent closure of a road under the *Roads Act 1993*. However, such limitations would mean a Council resolution would be required to exercise these powers or perform these functions.

#### Changes to the details of any changes to the delegations whilst under administration

There have been no changes to the CEO's delegations whilst under administration. As noted above, the current delegation is consistent with previous delegations to the position of CEO since amalgamation.

#### **Financial Considerations**

Financial Year (FY) Implications

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

Budget and Long-Term Financial Plan (LTFP) Impact

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

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

Theme 4: Responsible

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

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

#### **Risk Management**

There is a risk of non-compliance with the Performance Improvement Order if the CEO's delegations are changed without the concurrence of the Deputy Secretary of the OLG. It remains open to Council to resolve to amend the CEO's delegations and seek concurrence from the OLG.

#### **Critical Dates or Timeframes**

Council is required to review its delegations in the first 12 months of each term of office.

**Attachments**

<b>1</b>	Instrument of Delegation to David Farmer CEO effective 12 April 2021	Provided Under Separate Cover	D16455661
----------	----------------------------------------------------------------------	-------------------------------	-----------

**Item No:** 3.4  
**Title:** Disclosure of Interest Returns - Councillors  
**Department:** Corporate Services

---



10 December 2024 Ordinary Council Meeting

Reference: F2024/00015 - D16497187  
Author: Alysha Coussos, Section Manager Governance  
Manager: Louise Rampling, Unit Manager Governance Risk and Legal  
Executive: Marissa Racomelara, Director Corporate Services

## Recommendation

***That Council notes the tabling of the Disclosures of Interest and Other Matters received from Councillors within 3 months of being elected as Councillors in accordance with Council's Code of Conduct.***

## Report purpose

To table the Disclosures of Interests and Other Matters received from Councillors in accordance with Council's Code of Conduct and the *Local Government Act 1993*.

## Executive Summary

Newly elected Councillors are required to lodge a completed *Disclosures of Interests and Other Matters* return within three (3) months of becoming a Councillor (cl 4.21). Returns are to be tabled at the next council meeting after the Returns are lodged (cl 4.26). This report tables the Returns received to date.

With the declaration of the Central Coast Council poll on 1 October 2024, all returns are required to be lodged before close of business on 1 January 2025.

## Background

Clause 4.21 of Council's Code of Conduct (Code) requires Councillors and designated persons to lodge a written return in the form set out in Schedule 2 of the Code within three (3) months after becoming a Councillor or a designated person.

Clause 4.8 of the Code defines a 'designated person' as:

*(a) the chief executive officer*

### 3.4 Disclosure of Interest Returns - Councillors (cont'd)

---

- (b) *other senior staff of the council for the purposes of section 332 of the Local Government Act 1993*
- (c) *a person (other than a member of the senior staff of the council) who is a member of staff of the council or a delegate of the council and who holds a position identified by the council as the position of a designated person because it involves the exercise of functions (such as regulatory functions or contractual functions) that, in their exercise, could give rise to a conflict between the person's duty as a member of staff or delegate and the person's private interest*
- (d) *a person (other than a member of the senior staff of the council) who is a member of a committee of the council identified by the council as a committee whose members are designated persons because the functions of the committee involve the exercise of the council's functions (such as regulatory functions or contractual functions) that, in their exercise, could give rise to a conflict between the member's duty as a member of the committee and the member's private interest.*

In accordance with clauses 4.24 and 4.25 of the Code, the Chief Executive Officer must keep a register of returns required to be made and lodged by Councillors, designated persons and any other person identified by the Council as a committee member that is carrying out a function that may give rise to a conflict between a person's duty as a member of a committee and the member's private interest.

#### **Report**

The office of councillor commences on the day the person elected to the office is declared to be so elected (section 233(2)(a) of the Act).

The Central Coast Council poll was declared on 1 October 2024, and as such, all returns are required to be lodged by close of business on 1 January 2025.

Returns in this period have so far been received from:

<b>Councillor</b>
Clr Margot Castles
Clr Kyla Daniels
Clr Doug Eaton OAM
Clr Lawrie McKinna
Clr John McNamara
Clr Corinne Lamont
Clr Jared Wright

The Returns of other Councillors will be tabled at the first Council Meeting in the New Year.



### 3.4 Disclosure of Interest Returns - Councillors (cont'd)

---

Information contained in the returns will be made publicly available on Council's website at this [link](#) in accordance with the requirements of the *Government Information (Public Access) Act 2009*, the *Government Information (Public Access) ('GIPA') Regulation 2009* and any guidelines issued by the Information Commissioner.

The unredacted returns will subsequently be available for view-only inspection by application as per Council's current practice.

#### **Stakeholder Engagement**

Nil.

#### **Financial Considerations**

Financial Year (FY) Implications

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

Budget and Long-Term Financial Plan (LTFP) Impact

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

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

Theme 4: Responsible

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

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

#### **Risk Management**

This report ensures adherence to the relevant requirements of both the Code and the GIPA Act. Disclosure of the returns promotes openness and transparency in Council, and local government more broadly. Failure by a Councillor or designated person to lodge a return may constitute a breach of the Code.

It also facilitates the identification and management of any potential conflicts of interests that may arise when staff or committee members participate in decision-making from where there is a reasonable likelihood or expectation of a personal or financial benefit, gain or loss. This maintains public confidence in Council's decision-making process and protects Council from the risk of complaints concerning possible breaches of the pecuniary interest provisions of the Code.

**Critical Dates or Timeframes**

In accordance with the Code of Conduct and the Act, the disclosures by councillors must be tabled at the first meeting of Council held after the last date of lodgement. However, due to the Christmas shutdown and in the interests of transparency, this report is being tabled now.

**Attachments**

*Nil.*



**Item No:** 3.5  
**Title:** Gosford Regional Library Project Status Update  
**Department:** Infrastructure Services

---

10 December 2024 Ordinary Council Meeting

Reference: PROJ/24215-03 - D16534332  
Author: Mark Butterfield, Project Manager  
Manager: Beth Burgess, Unit Manager Libraries and Education  
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 months, to 10 December 2024.

## **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*

### **3.5 Gosford Regional Library Project Status Update (cont'd)**

---

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

#### **Report**

As at 31 October 2024 the total expenditure for the project is \$13,750,347 against a total budget of \$32.7M.

The project has reached a significant construction milestone with the completion of the structural phase of the building. The framework of the structure is now fully erected and provides a clear indication as to the size and statement of the building.

The topping out ceremony, which celebrates and recognises this significant milestone, will be held in December.

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.

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 grant for the library project have been updated for the Library's delivery timeline and accepted by the Federal Funding Body.

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

#### Progress of Works

North Construction and Building Pty Ltd (North) has completed the following works as of 30 November 2024:

- Construction of structural concrete (floors, columns, stairwells),
- Placement of precast exterior panels.

North plans the following works for next quarter:

- Complete steel and roofing works,
- Install exterior windows and doors,
- Start and complete construction of Onsite Stormwater Detention tank,
- Start interior fitout.

#### 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 also taken place with external stakeholders throughout the process including the surrounding business 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 October 2024

Central Coast Council*										
Natural Account Details										
For Period Oct 24										
Oct 24 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	2023/24 Current Encumbrance	YTD Act % YTD Bud	
<b>24215. Gosford Regional Library and Innovation Hub</b>										
270002. WIP Labour	10,524	0	(10,524)	47,018	0	(47,018)	0	0		
270003. WIP Labour Hire	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	1,748,402	1,936,000	187,598	4,415,930	4,603,982	188,052	23,431,643	18,726,345		
270011. WIP Labour - Overtime	0		0	941		(941)				
270012. WIP Oncost - Leave and Super	4,052	0	(4,052)	18,102	0	(18,102)	0	0		
<b>Total 24215. Gosford Regional Library and Innovation Hub</b>	<b>1,762,978</b>	<b>1,936,000</b>	<b>173,022</b>	<b>4,481,991</b>	<b>4,603,982</b>	<b>121,991</b>	<b>23,431,643</b>	<b>18,726,345</b>	<b>97.4%</b>	
<b>Grant Revenue</b>										
760020. Capital Grants - Library	(1,400,000)	0	1,400,000	(1,400,000)	0	1,400,000	(2,800,000)	0	0.0%	
<b>Actuals for 19-20, 20-21, 21-22, 22-23 &amp; 23-24 at 31 Oct 24</b>										
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 31 Oct 24			
<b>24215. Gosford Regional Library and Innovation Hub</b>										
270002. WIP Labour	30,401	81,108	65,518	62,805	150,889	47,018	437,739			
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	4,415,930	13,204,762			
270011. WIP Labour - Overtime				1,151	1,683	941	3,775			
270012. WIP Oncost - Leave and Super	0	0	5,271	22,296	58,091	18,102	103,760			
<b>Total 24215. Gosford Regional Library and Innovation Hub</b>	<b>171,331</b>	<b>669,908</b>	<b>752,458</b>	<b>995,176</b>	<b>6,679,484</b>	<b>4,481,991</b>	<b>13,750,347</b>			

### 3.5 Gosford Regional Library Project Status Update (cont'd)

---

The library is partially funded from 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 budget of \$32.7M are outlined in Table 2.

*Table 2: Funding Sources for Gosford Regional Library Building*

<b>Funding Sources</b>	<b>Amount</b>	<b>Restriction Type</b>
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)
<b>Total</b>	<b>32,700,000</b>	

#### **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 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.

### **3.5 Gosford Regional Library Project Status Update (cont'd)**

---

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 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 industrial action)

Ausgrid's industrial action is affecting planned power outages, which are required to connect new buildings to permanent power supplies. Scheduling of successful planned outages may be affected for some months as the industrial action is resolved. These delays may affect the current planned time frame for the Library's opening as the new building cannot be connected to a permanent power supply without a planned outage. This will continue to be monitored and assessed as the timeframe for completion approaches.

#### **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 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 June 2025.

#### **Attachments**

*Nil.*



**Item No:** 3.6  
**Title:** Facade Improvement Support Program  
Applications 2024-25  
**Department:** Community and Recreation Services

---

10 December 2024 Ordinary Council Meeting

Reference: F2023/00135 - D16465534  
Author: Shari Young, Town Centre Coordinator  
Manager: Cobey West, Section Manager  
Executive: Melanie Smith, Director Community and Recreation Services

## Recommendation

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

- 1 *Allocates \$144,398.45 (inclusive of GST where applicable) from the 2024-25 Façade Improvement Support Program, as outlined below and in Attachment 1.***
  - a) 17 The Boulevard, Woy Woy - \$2,459.00***
  - b) 139 Mann Street, Gosford - \$1,415.00***
  - c) 125 Donnison Street, Gosford - \$5,000.00***
  - d) Shop 2, 72-82 Mann Street, Gosford - \$5,000.00***
  - e) 310 Main Road, Toukley - \$5,000.00***
  - f) 147 Main Road, Toukley - \$2,618.00***
  - g) Shop C, 225 Main Road Toukley - \$2,222.00***
  - h) 145 Main Road, Toukley - \$4,598.00***
  - i) 168 Pacific Highway, Wyong - \$5,000.00***
  - j) 177 Main Road, Toukley - \$5,000.00***
  - k) Henry Wheeler Place, Gosford - \$4,563.50***
  - l) 45 Mann Street, Gosford - \$5,000.00***
  - m) 81 Mann Street, Gosford - \$2,846.25***
  - n) 283 Main Road, Toukley - \$600.00***
  - o) 4/296-300 Main Road, Toukley - \$3,037.95***
  - p) 104 Erina Street, Gosford - \$1,498.50***
  - q) 21 Ranken's Court, Wyong - \$5,000.00***
  - r) 3/266 Main Road, Toukley - \$2,829.00***
  - s) 262 Main Road, Toukley - \$5,000.00***
  - t) 151 The Entrance Road, The Entrance - \$733.70***
  - u) 12A Dane Drive, Gosford - \$3,289.00***
  - v) 243-245 Main Road, Toukley - \$5,000.00***
  - w) 150-154 Main Road, Toukley - \$5,000.00***
  - x) 374 Main Road, Toukley - \$2,095.50***
  - y) 24 Dane Drive, Gosford - \$4,500.00***
  - z) Shop 3 & 4, 119-123 The Entrance Road, The Entrance - \$5,000.00***
  - aa) 266 Main Road, Toukley - \$4,662.90***
  - bb) 36 Alison Road, Wyong - \$2,640.00***



- cc) 10-12 Alison Road, Wyong - \$3,850.00**
- dd) 7/107 Mann Street, Gosford - \$1,386.92**
- ee) 92 Terrigal Esplanade, Terrigal - \$5,000.00**
- ff) 193 Main Road, Toukley - \$4,189.48**
- gg) 296-300 Main Road, Toukley - \$5,000.00**
- hh) 148 Main Road, Toukley - \$1,791.50**
- ii) 37-41 Canton Beach Road, Toukley - \$4,600.00**
- jj) 45 Canton Beach Road, Toukley - \$5,000.00**
- kk) 89 The Entrance Road, The Entrance - \$5,000.00**
- ll) 13 Victoria Avenue, The Entrance - \$3,825.25**
- mm) 63 Trafalgar Avenue, Woy Woy - \$980.00**
- nn) Shop 2, 266 Main Road, Toukley - \$2,167.00**

**2 Declines applications as outlined below, for the reasons indicated in Attachment 1, and the applicants be advised.**

- a) 6 Hereford Street, Berkeley Vale – application is ineligible**
- b) 61 Masons Parade, Point Frederick – application is ineligible**

### **Report purpose**

To seek endorsement of the recommendations for the Façade Improvement Support Program 2024-25.

### **Executive Summary**

This report considers the applications and recommendations for the Façade Improvement Support Program 2024-25.

The Façade Improvement Support Program provides financial assistance to businesses and commercial property owners located within the principal town centres and where a Special Rate Levy is applied (Gosford, Wyong, The Entrance, Terrigal, Woy Woy and Toukley) to improve their building facades and enhance accessibility to their premises.

### **Background**

The Façade Improvement Support Program is designed to enhance the amenity, aesthetics, and visitor experience of our key town centres, contribute to town centre revitalisation and renewal, and improve access to business premises to align with the One-Central Coast Community Strategic Plan.

### 3.6 Facade Improvement Support Program Applications 2024-25 (cont'd)

The Façade Improvement Support Program provides dollar for dollar matched funding for the cost of works (labour and materials) to a maximum value of \$5,000 (exclusive of GST) per property. A total annual budget of \$150,000 is available within the program.

All proposed works must be exempt from Development Consent and the heritage status of the building must be considered.

Table 1: Façade Improvement Support Program

<b>Program</b>	<b>Original Budget</b>	<b>Opening Period</b>	<b>Recommendation allocation within this report</b>
Façade Improvement Support Program	\$150,000	1 to 30 September 2024	\$144,398.45

#### **Report**

Applications for the Façade Improvement Support Program were open from 1 September 2024 to 30 September 2024.

#### Assessment

Forty-two applications were received and assessed, with forty applications recommended for funding in the current round.

Two (2) applications not recommended for funding were assessed as ineligible. Applicants are advised to discuss their proposals further with Council's Town Centre Coordinators prior to resubmission in a future round.

The Façade Improvement Support Program were assessed by Council's Unit Manager Community and Culture, Section Manager Events and Placemaking and the relevant Town Centre Coordinators, against the Program guidelines.

#### **Stakeholder Engagement**

Information on the Façade Improvement Support Program is provided on Council's website and was promoted through Council's social media platforms.

Information was also provided by email through the town centres databases and Council staff hand delivered information to businesses located in the six (6) town centres.

One-on-one support was provided to applicants as required.

### 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.**

Council's 2024-25 operating budget allocated \$150,000 to a Town Centre Business Development program; the Façade Improvement Support Program is funded through this project.

Expenditure is approved until the end of the 2024-25 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 2: Smart

### Goal A: Our community spirit is our strength

S-C2: Revitalise Gosford City Centre, Gosford Waterfront and town centres as key destinations and attractors for business, local residents, visitors and tourists.

### 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 approvals and documentation 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 project with copies of any photos and evidence of payment/purchase for each funded item.

### Critical Dates or Timeframes

Many of these applications are dependent upon support via Council's Façade Improvement Support Program. Should decisions be delayed or not supported projects may not be undertaken.

**Attachments**

<b>1</b>	Recommended and Not Recommended applications  for the Facade Improvement Support Program	Provided Under Separate Cover	D16509217
----------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------------	-----------

**Item No:** 3.7  
**Title:** Community Support Grant Program October 2024  
**Department:** Community and Recreation Services

---



10 December 2024 Ordinary Council Meeting

Reference: F2017/02117-002 - D16513365  
Author: Belinda McRobie, Manager Community Development  
Executive: Melanie Smith, Director Community and Recreation Services

## Recommendation

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

- 1 Allocates \$15,796.00 (inclusive of GST where applicable) from the 2024-25 grants budget to the Community Support Grant program for the month of October as outlined below and in Attachment 1.**
  - a) Manno Mens Shed Incorporated - Purchase Bench Thicknesser - \$1,000.00**
  - b) Police Citizens Youth Clubs NSW Limited – PCYC Bateau Bay Front Door Upgrade - \$5,000.00**
  - c) The Probus Club of The Entrance - Printer and laptop replacement - \$1,696.00**
  - d) Central Coast Concert Band Incorporated - Rental subsidy - \$3,100.00**
  - e) Wamberal Surf Life Saving Club Incorporated - External Lighting - \$5,000.00**
  
- 2 Declines the following applications, for the reasons indicated in Attachment 1:**
  - a) Garawa Aboriginal & Torres Strait Islander Corporation - Garawa - Connection to Community – project is ineligible.**
  - b) Central Coast Basketball Incorporated - Pickleball Equipment - project is ineligible.**
  
- 3 Advises the unsuccessful applicants in point 2 (above) and direct them to alternate funding sources if relevant.**

## Report purpose

To seek endorsement of the recommendations for the Community Support Grant Program for the month of October 2024.

## Executive Summary

This report considers the applications and recommendations for the Community Support Grant Program.

### 3.7 Community Support Grant Program October 2024 (cont'd)

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	Original Budget	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	\$300,000	\$112,167.96	\$15,796.00	\$127,963.96
<b>TOTAL</b>			<b>\$112,167.96</b>	<b>\$15,796.00</b>	<b>\$127,963.96</b>

#### Current Status

Applications submitted from 1 – 31 October 2024 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 seven (7) applications were received and assessed by 6 November 2024, with five (5) applications recommended for funding in this Council report. Two (2) applications are not recommended for funding.

Of the two applications not recommended for funding, both are ineligible. All applicants will be advised to discuss their proposal further with Council's Grants Officers prior to resubmission in a future round.

Council's 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 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**

<b>1</b>	Community Support Grant Program - October 2024	Provided Under	D16517719
	Recommended and Not Recommended	Separate Cover	





**Item No:** 3.8  
**Title:** Open Space Strategy - Outcomes of Public Exhibition  
**Department:** Community and Recreation Services

---

10 December 2024 Ordinary Council Meeting

Reference: F2023/00021 - D16425908  
Author: Alex Chipchase, Open Space and Recreation Planner  
Manager: Brett Sherar, Unit Manager Open Space and Recreation  
Executive: Melanie Smith, Director Community and Recreation Services

## **Recommendation**

***That Council adopts the Open Space Strategy 2024 – 2031.***

### **Report purpose**

To seek adoption by Council of the Open Space Strategy 2024 – 2031.

### **Executive Summary**

The Central Coast Council Open Space Strategy 2024 – 2031 (the Strategy) is a strategic planning document prepared to inform the current and future provision for open space across the Local Government Area (LGA). (Attachment 1)

The Strategy recommends the adoption of Open Space Planning Principles, a Provision Framework for Parks and Sporting Facilities, and Open Space Benchmarks for Council to reference over the life of the document. The Strategy maps current open space supply and future open space demand based on projected population growth.

In addition, the Strategy recommends the preparation of a range of Open Space, Sport, and Recreation Strategic Actions Plans, that will sit under the framework of the Open Space Strategy. These plans will allow the opportunity to undertake further investigation, consultation, and strategic planning for the relevant subject areas.

### **Background**

To ensure quality open space planning for the Central Coast, it was determined that a strategic review of open space provision was required to inform Council decision making over the coming decade.

### **3.8 Open Space Strategy - Outcomes of Public Exhibition (cont'd)**

---

Subsequently, Council engaged Otium Planning Group to lead the preparation of an Open Space Strategy, given their extensive experience in developing similar open space documents for local government, both within NSW and nationally.

The primary objective of the Strategy is to ensure the appropriate supply of public open space considering anticipated population growth, and that public open space is fit for purpose, and acquired and developed by Council in a timely manner.

It should be noted that future planning for natural areas, aquatic and leisure facilities, community halls, individual sports, mountain biking in natural areas, and land not managed by Council, is excluded from the scope of this Strategy.

At its Ordinary Council meeting held Tuesday 23 July 2024, Council resolved the following:

*235/24 Endorses the draft Central Coast Council Open Space Strategy 2024 – 2031 for public exhibition for a period of 28 days.*

*236/24 Receives a subsequent report noting submission received during the period of public exhibition.*

#### **Report**

The Strategy provides a strategic framework and guiding principles to assess the functionality of open space land for community sport, recreation and physical activity.

The Open Space Strategy was developed with the following overarching objectives:

- Increasing participation in outdoor recreation, sport, and physical activity,
- Improving access to public open space opportunities,
- Ensuring parks and sporting facilities are fit for purpose, inclusive, and accessible,
- Engaging the community and partners in the next 10 years of planning for public open space,
- Adopting a whole of life approach for the planning and provision of open space to ensure diversity of opportunity,
- Ensuring efficient use of open space assets and multiple use design where appropriate.

The Strategy also defines the primary functions of open space including:

- Community parkland/passive recreation,
- Sport and recreation,
- Civic, heritage, and cultural spaces,
- Foreshore reserves,
- Linear open space.

### **3.8 Open Space Strategy - Outcomes of Public Exhibition (cont'd)**

---

The document recommends benchmark provisions for Open Space:

- 3.1 ha open space per 1000 residents,
- Comprising 1.3 ha/1000 for sport, and 1.8 ha/1000 for parks/reserves,
- A gap analysis is contained in the Open Space Strategy mapping current supply and future demand based on projected population growth.

The Strategy identifies several high-level themes that are likely to have implications for current and future open space planning. These themes are:

- Planning for Growth,
- Planning for an Ageing Population,
- Addressing Inactivity and Obesity,
- Integrating the Open Space Strategy into Central Coast Council Planning,
- The future viability of some parcels of open space in the coming decades due to site/environmental factors.

#### **Stakeholder Engagement**

##### Public Exhibition of the draft Open Space Strategy

The draft Open Space Strategy was publicly exhibited to the community for comment from 6 August until 27 September 2024, a period of eight (8) weeks.

The community was encouraged to provide feedback by completing an online submission via Your Voice Our Coast. During the period of exhibition, 88 online surveys were submitted and the draft Strategy was download 453 times.

Through Social Media platforms, 21,427 users were reached and in addition, 14,578 stakeholders were kept up to date via Council's e-News.

Community themes from public exhibition included:

- A need for greater access to public amenities and water drinking facilities,
- Accessible outdoor equipment for disabled or the elderly,
- Further shade provision in open space,
- Pets and appropriate management in open space,
- Mountain biking infrastructure was highly requested,
- Environmental concerns and a desire for more native plantings in open space.

The majority of online submissions were individual requests of Council, as opposed to technical advice regarding the content of the Open Space Strategy (as noted above).

In addition, little commentary was received by the public relating to the technical aspects of the draft Open Space Strategy, such as the objectives of the document, the recommended Open Space Benchmarks and Provision Framework, and Strategic Open Space Planning matters contained within the document.

### 3.8 Open Space Strategy - Outcomes of Public Exhibition (cont'd)

Council did receive two (2) NSW Government department submissions from the Office of Sport (Central Coast) and Central Coast Local Health District (Health Promotions Service). Both submissions were strongly supportive of the content and direction of the draft Open Space Strategy, including the need to undertake Strategic Actions Plans and importantly, willing to be involved in development of these plans as key external stakeholders.

Outcomes of the Public Exhibition of the draft Open Space Strategy are contained in the – Engagement Summary – Open Space Strategy. (Attachment 2)

*Table of Key Topic Submissions and outcomes of submissions*

<b>Key Topic with 3 or more Submission</b>	<b>No. of Submissions</b>	<b>Outcome of Submission</b>
Supportive of the Strategy/Action Plans	16	Noted.
Specific park infrastructure	10	To be considered via Park and Playspace Action Plan or site-specific planning.
Further strategic open space planning required by Council	7	Adoption of the strategy will provide a framework to plan for Open Space provision.
More mountain bike facilities on the Central Coast	7	The strategy recommends the development of the Central Coast Mountain Biking Plan.
More trees/shade provision/urban greening	6	The strategy recommends the preparation of Green Infrastructure and Public Domain Plans. Site specific master planning may also be required.
Improve the quality/provision of Council parks	5	The strategy recommends the development of a Park and Playspace Action Plan to inform future planning and provision.
Poor condition of sports grounds	4	The strategy recommends the development of a Sports Facilities Action Plan to inform future planning, provision and management of Council Sporting Facilities.
Ageing aquatic facilities/new provision required	4	Council is currently developing an Aquatic and Leisure Facility Strategy to inform future provision and address ageing infrastructure.
Improve access to Natural Area/Green corridor connections/habitat protection	4	The strategy recommends the completion of the draft Nature Based Recreation Plan which commenced in 2020-21.
Reference what other councils are providing in open space planning.	3	Council currently liaises with neighboring Local Councils, which share knowledge and learnings, including site visits for relevant projects.

### 3.8 Open Space Strategy - Outcomes of Public Exhibition (cont'd)

Need for additional dog off lease areas	3	New provision identified in Dogs in Open Space Action Plan.
-----------------------------------------	---	-------------------------------------------------------------

All submissions were considered but none required changes to the draft document.

#### Stakeholder Engagement undertaken during 2021 and 2022

Council's consultant undertook extensive consultation with the community and sporting clubs and associations during the development of the Strategy.

Several face-to-face community meetings were held but due to COVID restrictions, the consultation heavily relied on the completion of online surveys which was open from February to April 2021.

In total, 533 online surveys were completed at the time, comprising of 438 community surveys and 95 sports club and associations surveys.

#### **Financial Considerations**

Financial Year (FY) Implications

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

Budget and Long-Term Financial Plan (LTFP) Impact

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

There is no immediate cost implication for Council with adoption of the Open Space Strategy.

The strategy does recommend the acquisition of appropriate zoned land based on further detailed investigation and where a lack of public open space has been identified. The acquisition and development of future open space will have cost implications for Council. In addition, the Strategy recommends the development of supporting Action Plans which are likely to require Council funding for preparation by external consultants, if these plans cannot be prepared by Council staff.

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

Theme 1: Belonging

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

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

**Risk Management**



The purpose for preparing the Open Space Strategy is to ensure that development on the Central Coast considers population growth and recreational infrastructure that will be required to support a healthy and active lifestyle for the community.

Adoption of this strategy will reduce Council's exposure to risk by having a greater understating of the current open space supply, and future open space demand.

**Critical Dates or Timeframes**

Nil.

**Attachments**

<b>1</b>	Open Space Strategy 2024-2031	Provided Under Separate Cover	D16524453
			
<b>2</b>	Engagement Summary - Open Space Strategy - November 2024	Provided Under Separate Cover	D16524459
			



**Item No:** 3.9  
**Title:** Draft Development Control Plan (DCP) Chapter 4.7 Tuggerah Regional Centre Finalisation and Local Planning Agreement - Tuggerah Gateway Planning Proposal  
**Department:** Environment and Planning

---

10 December 2024 Ordinary Council Meeting

Reference: RZ/2/2021 - D16460031  
Author: Lynda Hirst, Principal Strategic Planner Local Planning and Policy  
Manager: Scott Duncan, Section Manager Local Planning and Policy  
Executive: Jamie Loader, Director Environment and Planning

## Recommendation

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

- 1 Notes the Tuggerah Gateway Planning Proposal has been determined as a State Significant Rezoning under the NSW State Significant Rezoning Policy and the Department of Planning Housing and Infrastructure has been appointed as the Planning Proposal Authority.***
  
- 2 Adopts the following amendments to the Central Coast Development Control Plan 2022:***
  - a) Remove the Tuggerah Gateway site from Chapter 5.34 Tuggerah Precinct,***
  
  - b) Include the Tuggerah Gateway site in a new site-specific Chapter 4.7 Tuggerah Regional City, to come into effect upon notification of the Local Environmental Plan, included as Attachment 1, and***
  
  - c) Endorse the Chief Executive Officer to make other minor post exhibition amendments to Chapter 4.7 Tuggerah Regional City subject to advice from the Department of Planning, Housing and Infrastructure as deemed necessary to finalise the Plan.***
  
- 3 Authorises the Chief Executive Officer to undertake all actions necessary to finalise and execute the local Planning Agreement for the Tuggerah Gateway site prior to the finalisation of the Local Environmental Plan to rezone the subject site for residential uses, included as Attachment 2.***

**3.9 Draft Development Control Plan (DCP) Chapter 4.7 Tuggerah Regional Centre Finalisation and Local Planning Agreement - Tuggerah Gateway Planning Proposal (cont'd)**

---

**4 *Notifies all those who made submissions during public exhibition of the Tuggerah Gateway Planning Proposal:***

- a) That the Department of Planning, Housing and Infrastructure (DPHI) is the Planning Proposal Authority (PPA) for this Planning Proposal under the NSW State Significant Rezoning Policy and will finalise the assessment of the rezoning; and***
- b) Provide advice as to Council's decision to adopt the amendments to CCDCP 2022 and finalise the local Planning Agreement.***

**Report purpose**

To seek approval to finalise the following documents affecting Lot 2 DP1056960 and Lot 3 DP108422 60 Wyong Rd, Tuggerah:

- The amendment of existing Chapter 5.34 Tuggerah Precinct, and inclusion of a new Chapter 4.7 Tuggerah Regional City, in the Central Coast Development Control Plan 2022; and
- The Planning Agreement between Council and the proponent to provide additional community facilities and infrastructure in association with the rezoning of the site.

**Executive Summary**

Following assessment and exhibition of the Planning Proposal, draft Development Control Plan and draft Planning Agreement for the Tuggerah Gateway site, the Department of Planning, Housing and Infrastructure (DPHI) determined the Planning Proposal as a State Significant Rezoning, with DPHI appointed as the Planning Proposal Authority. This means the finalisation of the Planning Proposal will be undertaken by the DPHI and not Council.

To ensure suitable planning controls are in place and local infrastructure provided for the community, Council is required to finalise amendments to the Central Coast Development Control Plan 2022 and draft Planning Agreement for land at 68 Tonkiss St, Tuggerah (Lot 2 DP1056960 and 60 Wyong Rd, Tuggerah (Lot 3 DP108422), prior to finalisation of the Planning Proposal by DPHI.

This report seeks adoption of amendments to the Central Coast Development Control Plan 2022 and for Council's Chief Executive Officer to finalise and execute the Planning Agreement for the Tuggerah Gateway Site.



## Background

The land at 60 Wyong Rd and 68 Tonkiss St Tuggerah is known as the Tuggerah Gateway site and has been identified as a development opportunity site in numerous strategic planning documents including the Central Coast Regional Plan (CCRP) 2041 and Tuggerah to Wyong Economic Corridor Strategy (2020). The site is strategically located adjacent to the M1 Motorway and Pacific Highway transport corridors, and in walking distance to the Tuggerah train station (refer to Figure 1).

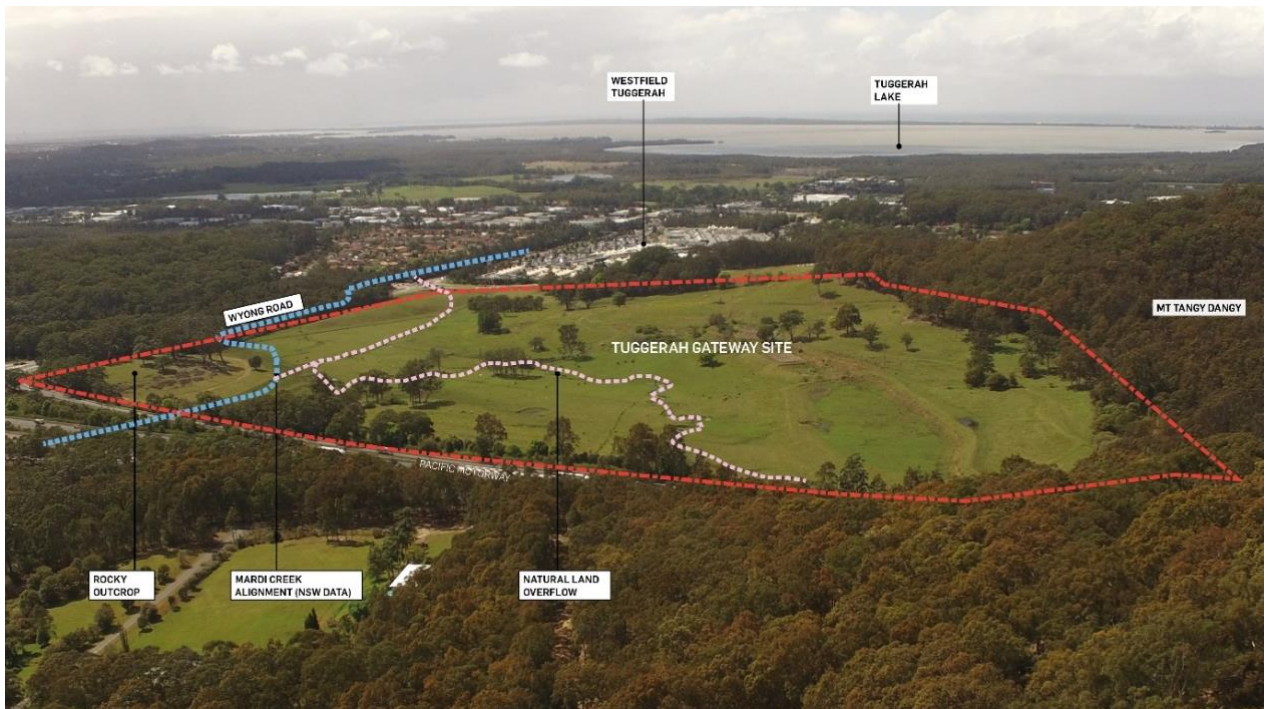


Figure 1 Contextual Locality Plan (source Urbis)

A Planning Proposal was submitted with Council in September 2021 to rezone the approximate 42-hectare site for a range of low, medium, and high-density housing options of approximately 2100-2200 dwellings. The housing is to be supported by a range of commercial, retail, community, recreation, and entertainment uses including a new district level recreation park and youth centre.

On 28 June 2022 Council considered the preparation of the Planning Proposal and resolved the following:

- 1 That Council prepare a Planning Proposal in relation to Lot 2 DP1056960 and Lot 3 DP1084221, 60 Wyong Road, Tuggerah, to amend the Wyong or Central Coast Local Environmental Plan, whichever is in effect, to:

**3.9 Draft Development Control Plan (DCP) Chapter 4.7 Tuggerah Regional Centre Finalisation and Local Planning Agreement - Tuggerah Gateway Planning Proposal (cont'd)**

---

- (a) rezone part of the site to R1 General Residential.*
  - (b) realign the existing zone boundary of the B4 Mixed Use zone.*
  - (c) retain the existing C2 Environmental Conservation zone.*
- 
- 2 That Council submit the Planning Proposal to the Minister for Planning in accordance with Section 3.35(2) of the Environmental Planning and Assessment Act 1979, requesting a Gateway Determination, pursuant to Section 3.34 of the Environmental Planning and Assessment Act 1979.*
  - 3 That Council request delegation for Council to finalise and make the draft Local Environmental Plan, pursuant to Section 3.36 of the Environmental Planning and Assessment Act 1979.*
  - 4 That Council prepare a site-specific Development Control Plan to support the Planning Proposal to ensure appropriate built form guidelines are applied in the development design for the site.*
  - 5 That Council undertake community and public authority consultation in accordance with the Gateway Determination requirements, including the concurrent exhibition of the draft Development Control Plan and draft Planning Agreement.*
  - 6 That Council authorise the Chief Executive Officer (or delegate) to enter into a Planning Agreement, informed by community and public authority feedback, and to negotiate and execute all documentation in relation to the finalisation of the Planning Agreement (if required). The Planning Agreement is to be based on the terms as outlined in the Scentre Group Letter of Offer dated 16 March 2022 for monetary contributions and works in kind.*

The Gateway Determination was issued on 19 December 2022. Several matters, in particular the resolution of site constraints and provision of suitable infrastructure to support the proposed development, were not adequately resolved by the Planning Proposal and required further investigation and analysis. Due to the time required to complete additional investigations and consult with specialist Council staff and state government agencies, the Gateway Determination was extended requiring the Planning Proposal to be finalised by 17 January 2025.

In September 2024 the NSW Government introduced the State Significant Rezoning Policy to identify and deliver strategically important rezonings under 2 state-based pathways – state led rezonings and state-assessed planning proposals. The Policy identifies proposals

### **3.9 Draft Development Control Plan (DCP) Chapter 4.7 Tuggerah Regional Centre Finalisation and Local Planning Agreement - Tuggerah Gateway Planning Proposal (cont'd)**

---

involving land for housing or employment, and/or strategically important sites that align with state infrastructure investment or have complex planning and infrastructure issues.

Council was advised on 30 September 2024 that the Department of Planning, Housing and Infrastructure (DPHI) has been appointed as the Planning Proposal Authority (PPA) for the Tuggerah Gateway rezoning proposal. The Department have encouraged Council to work with the proponent to resolve any matters relating to the local Planning Agreement and DCP while the proposal is being considered for finalisation by the Department.

At the time the Planning Proposal was deemed to be a State Significant Rezoning, there were still critical unresolved issues with the Planning Proposal, including the applicant being unable to demonstrate a suitable solution to support safe (traffic and pedestrian) access to and from the site.

The proposed high-density development will generate large volumes of traffic that need to be planned for and resolved at the Planning Proposal stage. Intersection locations will influence collector road alignment, road hierarchy, and subsequent adjoining land uses.

The indicative internal road layout presents engineering issues and critical road safety issues due to the road geometric layout. The road layout is integral to the development of the site and it is critical that this is considered by DPHI and addressed in consultation with transport authorities, prior to finalisation of the Planning Proposal.

It is crucial that significant strategic aspects of development lands are resolved (or a pathway to their resolution is established) during the rezoning phase. Often, applicants for rezoning will seek to delay such resolution on the basis that some matters 'can be resolved at DA stage'. Once land is rezoned, the opportunity to resolve significant strategic matters (such as road connectivity, infrastructure provision or width/location of required ecological corridors) is lost, especially where lands are held in multiple ownerships or subsequently divided up for various individual developments applications.

Council staff have written to the DPHI requesting that safe access to and from the site be resolved and the Biodiversity Certification for the site is completed before the finalisation of the Planning Proposal. A copy of this letter is provided as (Attachment 3).

#### **Current Status**

Although a number of issues are still unresolved with the Planning Proposal, Council is no longer the Planning Proposal Authority, and therefore has no further involvement in the Planning Proposal assessment process.

### **3.9 Draft Development Control Plan (DCP) Chapter 4.7 Tuggerah Regional Centre Finalisation and Local Planning Agreement - Tuggerah Gateway Planning Proposal (cont'd)**

---

To ensure suitable planning controls are in place and local infrastructure provided for the community, Council is required to finalise the site-specific Development Control Plan (DCP) Chapter and local Planning Agreement to accompany the rezoning.

The DCP Chapter will guide the future development of the subject site and is an amendment to the Central Coast Development Control Plan 2022 (CCDCP22). To ensure no overlap of provisions, the existing CCDCP 2022 Chapter 5.34 – Tuggerah Precinct has been amended to remove any reference to the subject site.

The Planning Agreement relates to the subject site and outlines the proponent's commitments to provide various community facilities and infrastructure, including a new District Recreation Park, Youth Centre and Regional dedicated Shared Pathway connecting the site to the overhead pedestrian bridge on Wyong Road. The commitments agreed within the Planning Agreement will not offset future Section 7.11 developer contributions applicable to the development of the land.

This report seeks Council resolution to adopt the amendments to CCDCP22 and finalise the local Planning Agreement (PA) to support the rezoning of the site.

#### **Report**

The new site-specific Development Control Plan (DCP) Chapter 4.7 – Tuggerah Regional City (Attachment 1) will ensure appropriate built form guidelines are applied in the development design for the site upon rezoning. The DCP Chapter specifies development controls in relation to:

- Environmental Management – including biodiversity, floodplain, dam safety, bushfire, stormwater quality, water and sewer, contamination, and noise management,
- Local Open Space and Parks,
- Public and Active Transport, Access/Movement, Traffic and Parking,
- Subdivision and Lot Size, and
- Built Form Guidelines including public and private domain controls.

A local Planning Agreement (Attachment 2) has been prepared to identify additional community facilities and infrastructure to be provided by the proponent to support the development of the site. Such facilities include a new District Recreation Park, Youth Centre and Regional dedicated Shared Pathway connecting the site to the overhead pedestrian bridge on Wyong Road. The commitments agreed within the Planning Agreement will not offset future Section 7.11 local infrastructure contributions applicable to the development of the land.

### **Stakeholder Engagement**

The Planning Proposal, draft DCP Chapter and draft Planning Agreement were publicly exhibited from 17 April to 31 May 2024 in accordance with the DPHI Guide to preparing Local Environmental Plans and the Gateway Determination. Owners of land included in the Planning Proposal and adjoining landowners were notified of the exhibition.

29 submissions were received during the public exhibition period with seven (7) submissions supporting the proposal and 22 submissions against or raising concerns with the proposal. The main concerns outlined in the submissions against the proposal were:

- Potential impact on the surrounding road network and existing high traffic volumes,
- Proposed 12 storey height limit, and
- Potential for cumulative impact on the locality which is considered to have inadequate infrastructure and facilities for future growth (e.g, lack of doctors, hospitals, schools, childcare, police, etc).

With the transfer of the Planning Proposal to DPHI as the PPA under the State rezoning pathway, the Department will undertake an assessment of issues raised during the exhibition process and complete the assessment process for the rezoning.

However, it is acknowledged that the site is located within an established Regional Centre, close to a range of services and transport connections including a bus interchange at the adjoining Westfields Shopping Centre which provide connection to the Tuggerah train station and beyond. The maximum 12 storey height is proposed for two (2) small key areas on the outer edges of the existing MU1 Mixed Use zone fronting Wyong Road. A range of heights throughout the MU1 zone allow for architectural variation to future building design with an average of four (4) storeys to the southern portion of the zone, six (6) storeys to the central portion of the zone, and 8-10 storeys at key perimeter locations. The land proposed to be rezoned to R1 General Residential will be controlled in height by the new DCP Chapter 4.7 – Tuggerah Regional City which permits a maximum of three (3) storeys, consistent with other R1 land on the Central Coast.

A range of new and upgraded infrastructure and community facilities are to be developed on the site under the local Planning Agreement and application of the requirements of DCP Chapter 4.7 to future development of the land. The public submissions were considered and raised no specific issues in relation to the DCP Chapter or Planning Agreement, and as such, no changes are proposed to the documents as exhibited.

During preparation of the documents, consultation was undertaken with specialist Council staff and government agencies. The outcomes of that consultation are summarised below:

### **3.9 Draft Development Control Plan (DCP) Chapter 4.7 Tuggerah Regional Centre Finalisation and Local Planning Agreement - Tuggerah Gateway Planning Proposal (cont'd)**

---

#### Traffic

At the time the draft DCP Chapter and Local Planning Agreement were exhibited Council staff were still working with the applicant to find a suitable solution to provide safe vehicular and pedestrian access to and from the site, with Council requiring further intersection modelling and design to be undertaken. The exhibition of the Planning Proposal, draft DCP and draft Planning Agreement was undertaken to comply with the requirements of the Gateway Determination, with the final access and intersection requirements to be included in the finalised documents.

To ensure some certainty that further work will be undertaken and a suitable solution determined, the proponent is required under the local Planning Agreement and DCP Chapter to undertake additional traffic impact assessment and traffic modelling prior to seeking Development Consent (under a future Development Application (DA)) for the development of the site. The land is subject to an existing State Planning Agreement executed with the Minister for Planning on 26 October 2015 which requires the landowner to construct significant state road upgrades, including the signalisation of the Tonkiss St and Wyong Rd intersection, upon future development of the site.

The State Planning Agreement was negotiated by Transport for NSW in relation to an earlier development, the State Planning Agreement will need to be reviewed to ensure the proposed intersection upgrades are considered adequate for the proposed development.

The local Planning Agreement requires the proponent to undertake the following prior to lodging any Development Application (DA) with Council to develop the land:

1. Undertake further traffic impact assessment to ascertain potential impacts to the surrounding road network and identify mitigation measures relevant to any proposed staging,
2. Model all intersection and access points to the site to demonstrate the configurations and timing proposed, and ensure they operate safely,
3. Update or renew the executed existing State planning agreement to reflect the required infrastructure improvements and the proposed timing of state road upgrades to support the development of the site, and
4. Design and construct, in consultation with Council and Transport for NSW (TfNSW), a regional dedicated shared pathway connecting the site to the overhead pedestrian bridge on Wyong Road.

While both the DCP and Planning Agreement includes provisions for further work to be undertaken, it is critical to the future delivery of housing on this site that a solution to safe vehicular and pedestrian access is determined before the Planning Proposal is finalised.

### **3.9 Draft Development Control Plan (DCP) Chapter 4.7 Tuggerah Regional Centre Finalisation and Local Planning Agreement - Tuggerah Gateway Planning Proposal (cont'd)**

---

#### Biodiversity

Council's Environmental Planner has reviewed the Biodiversity Certification Assessment Report (BCAR) prepared to support the rezoning proposal. DCP Chapter 4.7 requires detailed information to accompany any future DA regarding boundary treatments and the interface between the development site and Council land and/or Crown reserves adjoining the site. Soft buffers of a minimum of 10m are to be provided to all C2 Environmental Management land and riparian/biodiversity corridors throughout the site. In addition, all C2 land is to be retained in common ownership and subject to a permanent "in perpetuity" conservation arrangement.

A Biodiversity Certification application (under the *Biodiversity Conservation Act 2016*) has been lodged with the NSW Department of Climate Change, Energy, the Environment and Water. At the time of writing this report the application was under assessment.

#### Floodplain Management

Council's Flooding Engineer has reviewed a Flood Assessment Report prepared to support the rezoning proposal. The rise in Probable Maximum Flood (PMF) levels will not impede the efficiency in evacuating the affected areas or nearby residents and the flood behaviour, hazard level and timing of the flood remain unaltered under the proposed residential development. Minor impacts during the PMF event are not considered to increase the flood hazard to surrounding areas and evacuation conditions remain unchanged with flood free egress available from the site during a PMF event.

DCP Chapter 4.7 includes specific requirements to address flood management, stormwater management, dam safety and earthworks to ensure any future development of the site will be designed to mitigate any impacts.

#### Contaminated Land and Acid Sulphate Soils

The land was utilised as an abattoir since the early 1900s. A Preliminary Site Investigation for Contamination found that there is a low potential for significant or widespread contamination of the site, however the land is generally considered compatible with the proposed residential use. Council's Environmental Health Officer has drafted provisions within DCP Chapter 4.7 to require a detailed assessment to be completed at DA stage to ensure the land is made suitable for its proposed residential use.

#### Open Space and Recreation

To support the residential development the proponent has proposed a range of public open space and recreation areas. To ensure the public open space area is useable and meets the needs of the community, Council's Open Space and Recreation team have negotiated the provision of a District Level Park within the site. The proponent is required under the Planning

### 3.9 **Draft Development Control Plan (DCP) Chapter 4.7 Tuggerah Regional Centre Finalisation and Local Planning Agreement - Tuggerah Gateway Planning Proposal (cont'd)**

---

Agreement and DCP Chapter 4.7 to design, fund and construct the park in accordance with Council's draft Open Space Strategy 2022. The Planning Agreement outlines the provision of playground equipment, physical works and landscaping works to the value of \$1 million dollars on a suitable location within the site. Upon completion of satisfactory works the land will be dedicated at no cost to Council.

#### Social and Economic

In discussions with Council's Community and Culture team it was highlighted that this proposal could fill current gaps that exist in the community, in particular for the aged and the youth. Council's Youth Strategy identified a need to develop more dedicated spaces for young people. The Planning Agreement outlines the proponent's commitment to deliver a ground floor youth centre valued at a minimum of \$1 million dollars either as part of future development of the Gateway site or within the adjoining Westfield Tuggerah. Upon completion of the Youth Centre, Council will be granted a lease for nil rent.

#### **Financial Considerations**

Financial Year (FY) Implications

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

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

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

Adoption of the staff recommendation has no direct bottom line budget implications for Council in 2024-25. The immediate direct cost to Council is the preparation of the DCP and Planning Agreement, which has been charged to the proponent as per Council's fees and charges on a cost recovery basis.

The Planning Agreement provides for the construction of a district level park (at the proponents cost) including a 5-year maintenance period from the date the land is dedicated to Council. From year 6 onwards the park maintenance will become the responsibility of Council. Council's Open Space and Recreation Unit will work with the developer to ensure the park is constructed to be low maintenance and constructed to allow access by Council's work crews.

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

Theme 4: Responsible



### 3.9 Draft Development Control Plan (DCP) Chapter 4.7 Tuggerah Regional Centre Finalisation and Local Planning Agreement - Tuggerah Gateway Planning Proposal (cont'd)

---

#### Goal I: Balanced and sustainable development

R-14: Provide a range of housing options to meet the diverse and changing needs of the community including adequate affordable housing.

#### Risk Management

Any risks identified to the natural and built environment associated with this proposed amendment to CCDCP 2022 have been assessed and are appropriate in consideration of the planning outcomes that will be achieved by the rezoning. Further assessment of these risks will be undertaken at the Development Application stage.

The detailed design of both the proposed district level recreation space, community facility, and shared pathway is required to be completed in consultation with Council to ensure compliance with relevant legislation and the infrastructure is fit for purpose for both Council and the community.

#### Critical Dates or Timeframes

The Department is currently progressing the finalisation of the rezoning of the site and anticipates any subsequent notification of an amending Local Environmental Plan would occur in late 2024 or early 2025. To ensure the provisions come into effect with the notification of the draft Local Environmental Plan, Council must adopt the amendments to CCDCP 2022 and execute the Planning Agreement before the rezoning is finalised.

#### Attachments

<b>1</b>	Draft CCDCP Chapter 4.7 Tuggerah Regional City - Exhibition version - April 2024	Provided Under Separate Cover	D16486830
<b>2</b>	Draft VPA - Tuggerah Gateway - Exhibition Version - April 2024	Provided Under Separate Cover	D16215792
<b>3</b>	Letter to DPHI - Response to State Significant Rezoning Notification	Provided Under Separate Cover	D16548119



**Item No:** 3.10  
**Title:** Social Media Policy - For adoption  
**Department:** Community and Recreation Services

---

10 December 2024 Ordinary Council Meeting

Reference: F2004/00064 - D16401439  
Author: Sheree Gover, Section Manager Communications Engagement and Digital Marketing  
Manager: Sue Ledingham, Unit Manager Communications Marketing and Customer Engagement  
Executive: Melanie Smith, Director Community and Recreation Services

## **Recommendation**

### ***That Council adopts the draft Social Media Policy***

#### **Report purpose**

To adopt the draft Social Media Policy (Attachment 1) with the additional statement which identifies the need for Councillors to have separate personal and Councillor-related social media profiles.

#### **Executive Summary**

A review of the Social Media Policy was undertaken and an additional statement was added to identify the need for Councillors to have separate personal and Councillor-related social media profiles. The policy was placed on public exhibition for 28 days, from 3 September to 1 October 2024.

#### **Background**

Council's Social Media Policy was reviewed in 2022 and endorsed by Council on 13 December 2022. Previous Wyong Shire and Gosford City Council policies were revoked at that time. One key addition to the adopted policy was the administrative framework for Councillor's social media platforms.

Central Coast Council aims to build and maintain a positive reputation and has adopted a proactive approach to communicating with the public. Professionally managing all information that is published by Council to the public via social media platforms is important to protect Council's reputation and manage risks that may arise due to social media use.

### 3.10 Social Media Policy - For adoption (cont'd)

---

It is important that Council has the right policy settings in place so that it can realise the full benefits of social media whilst mitigating risk.

At its Ordinary Council meeting of 27 August 2024, Council was presented with the draft Social Media Policy and resolved to exhibit the draft Policy for community feedback.

337/24 *Endorses the draft Social Media Policy for public exhibition for a period of 28-days.*

338/24 *Considers a further report on the outcome of the public exhibition to finalise the Social Media Policy for adoption.*

#### Report

Council undertook a review of the Social Media Policy 2022 and identified an inclusion into the policy to support a recent change to third party social media platforms and requirements to support record keeping legislation.

The additional statement added to the Social Media Policy notes "To maintain a clear distinction between personal and Councillor-related social media, where the rule of the platform allows, Councillors must create a separate profile". This statement identifies the need for Councillors to have separate personal and councillor-related social media profiles.

This separation makes it simpler for the community to interact with councillors on appropriate channels.

#### Stakeholder Engagement

The draft Social Media Policy was placed on Your Voice Our Coast (YVOC) engagement platform and open for exhibition from 3 September to 1 October 2024. There were 115 sessions on YVOC where visitors engaged with the policy content. Notification of the public exhibition was through Council's electronic news and Coast Connect print news on 19 September 2024.

One (1) submission was received supporting the update to the draft Policy. The submission supported the draft Social Media Policy.

#### Financial Considerations

Financial Year (FY) Implications

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

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

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

**Link to Community Strategic Plan**

Theme 4: Responsible

**Choose Focus Area**

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

**Risk Management**

The Social Media Policy is an important document that helps to protect Council's reputation by ensuring consistency and accuracy in the information Council places in the public realm.

Internal stakeholders are supported with clear direction on how Council manages the administration of social media platforms and who in Council is responsible for its interactions on social media platforms.

Councillors are supported with clear direction on the general requirements for managing individual Councillor social media platforms.

**Critical Dates or Timeframes**

Nil.

**Attachments**

<b>1</b>	Draft Social Media Policy November	Provided Under Separate	D16492244
	2024	Cover	



**Item No:** 3.11  
**Title:** Draft Community Engagement Strategy - For Adoption  
**Department:** Community and Recreation Services

---

10 December 2024 Ordinary Council Meeting

Reference: F2015/00319 - D16463109  
Author: Rebecca Ius, Team Leader Engagement and Digital  
Manager: Sue Ledingham, Unit Manager Communications Marketing and Customer Engagement  
Executive: Melanie Smith, Director Community and Recreation Services

## Recommendation

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

- 1 Endorse the proposed improvements to engagement planning and activities based on community feedback received during the public exhibition of the draft Community Engagement Strategy including Community Participation Plan 2024-28 as per Attachment 1.***
- 2 Adopts the draft Community Engagement Strategy including the Community Participation Plan 2024-28 as per Attachment 2.***

## Report purpose

To present the Engagement Evaluation and Key Findings Report of the draft Community Engagement Strategy's public exhibition and market research, and to adopt the draft Community Engagement Strategy that includes the Community Participation Plan 2024-28.

## Executive Summary

In 2021, the *Local Government Act 1993* was amended to include Section 402A, which requires councils to establish and implement a four-year engagement strategy (called its 'Community Engagement Strategy'). The Strategy must form part of Council's IP&R Framework and include mandatory requirements in accordance with the legislation. Additionally, the NSW Office of Local Government (OLG) has provided standards and recommended inclusions to consider when developing the Community Engagement Strategy.

Following community feedback through the public exhibition and market research this proposed document will replace two (2) separate documents currently used to guide engagement at Council; the Engagement Framework, which guides all engagement, and

the Community Participation Plan, which specifically outlines engagement requirements for planning matters.

### **Background**

Central Coast Council carries out community engagement on key projects, initiatives, policies, strategies and plans to ensure a balanced and collaborative decision-making process between the community and Council is achieved.

The Community Engagement Strategy (the Strategy) outlines Council's approach to engaging with the community and stakeholders. It meets Council's statutory obligations and provides transparency and clarity for the community and all stakeholders so that they can understand their role in the decision-making process.

The Community Participation Plan has been incorporated into, and combined with, the final draft Community Engagement Strategy. Under both the *Local Government Act 1993* (LG Act) and the *Environmental Planning and Assessment Act 1979* (EP&A Act) there are provisions for the Community Engagement Strategy and Community Participation Plan to be within one (1) document.

Previously, three (3) adopted documents used by Council to guide our approach to community engagement were:

- Central Coast Council Engagement Framework,
- Central Coast Council Community Participation Plan,
- Central Coast Water and Sewer Community Engagement and Education Strategy.

Water and Sewer Community Engagement and Education Strategy will remain a stand-alone document and is not subject to the recommendations of this report.

The proposed Strategy will form part of Council's IP&R Framework and includes the mandatory requirements as outlined in the legislation.

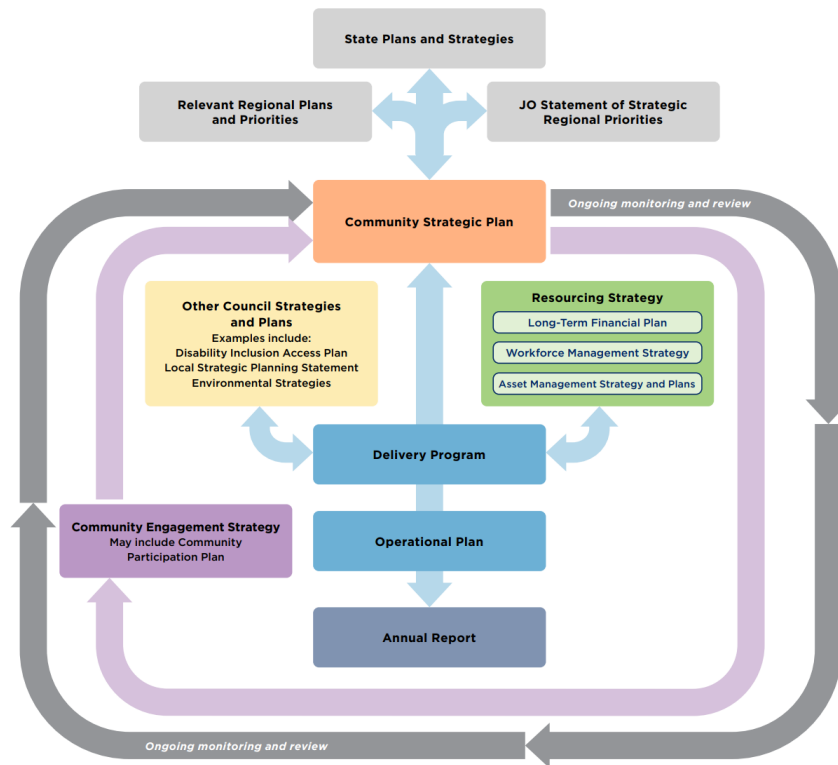


Figure 1. The IP&R framework, showing how the Community Engagement Strategy encompasses the entire IP&R process, and reflecting how engagement extends to all aspects of council engagement.

At its Ordinary Council meeting, held Tuesday 25 June 2024 Council resolved the following:

- 211/24 Notes the changes to the Local Government Act 1993 Section 402A, which requires councils to establish and implement a four-year engagement strategy (called 'Community Engagement Strategy') and which forms part of Council's IP&R Framework.
- 212/24 Places the draft Community Engagement Strategy (including Community Participation Plan) (Attachment 1) on public exhibition for a minimum period of 28 days.
- 213/24 Carries out engagement activities in relation to the draft strategy, including, but not limited to:
- a) Public exhibition
  - b) Market research and conversations with targeted stakeholder groups to understand barriers to participation.

**Report**

Council commenced consultation on the Strategy through a public exhibition and market research process that was undertaken for a period of eight (8) weeks from Tuesday 30 July until Monday 30 September 2024.

A range of resources were developed to support and promote the public exhibition and consultation of the draft Strategy noted below and details are included in (Attachment 1):

Summary of key findings from the public exhibition and market research:

- As a whole, over 90% of the community believe engagement and an engagement strategy is important,
- More than half of online respondents and just under half of phone research respondents are 'satisfied' or 'somewhat satisfied' with Council communications,
- An overwhelming number of respondents (94%) agreed place-based engagement is important,
- Awareness and time constraints are cited as the primary barriers to participation,
- Effective engagement needs to be multimodal, a mix of face to face and digital options will need to be provided in order to reach the widest population,
- Messaging needs to be relevant, simple to understand, and provide a clear call to action,
- Council needs to ensure engagement opportunities are accessible to all,
- When it comes to specific topics or issues, Central Coast residents are most interested in hearing from Council about:
  - Roads and footpaths management,
  - Long-term planning,
  - Recreational facilities, parks/reserves/playgrounds, and
  - Large scale residential development.

Specific feedback provided:

Across the public exhibition and market research activities there was widespread approval of the strategy, many respondents agree that the strategy is comprehensive and covers key areas, but there are concerns about its implementation in practice and others made further suggestions to incorporate into future engagement and approaches to planning engagement activities.



This feedback included:

- Longevity of planning: There is concern about the continuity of community planning efforts, particularly the potential for plans to be scrapped with changes in government, leading to wasted resources. Respondents want assurances for the long-term sustainability of plans,
- Integration with broader strategies: Positive feedback highlights integration with related initiatives such as the Open Space and Greening Spaces Strategies,
- Call for area-specific planning: Some suggest that planning processes should be more localised, involving the community in both design and delivery of projects, which could foster stronger engagement,
- Transparency and accessibility in development planning: Strong desire for more transparent communication, particularly regarding development proposals. People prefer receiving information through letters or more accessible website navigation rather than having to search laboriously online,
- Youth and disability engagement: The need for more inclusive spaces for youth, particularly youth hubs, and a stronger focus on accessibility for those with disabilities is highlighted. Some feel that the strategy lacks enough representation from people with lived experiences of disability and suggest more meaningful engagement of advocacy groups,
- Criticism of current engagement practices: Some feedback referred to these as tokenistic or insufficient engagement methods, with concerns that feedback from small groups or limited responses might disproportionately influence decisions. There are also calls for better face-to-face contact and more proactive engagement with the community,
- Accountability and staff culture: Some respondents express dissatisfaction with Council staff culture and transparency, particularly in relation to the management of development and environmental issues,
- Call for more diverse representation: Several comments suggest that the engagement process did not adequately represent full-time workers, certain demographic groups, or people with disabilities, calling for more inclusive participation in developing the strategy.

#### **Proposed improvements**

The draft Community Engagement Strategy (2024-2028) be adopted as part of the IP&R framework for Central Coast Council and feedback gathered throughout the public exhibition and market research, will be implemented into the engagement program and activities:

### **3.11 Draft Community Engagement Strategy - For Adoption (cont'd)**

---

- Timing and constraints in participation to be considered in planning stages,
- Short and concise surveys to be utilised as much as possible,
- Multimodal activities considered for all engagement,
- A First Nations Engagement Strategy,
- Develop and publish as 'Plain English' version of the Community Engagement Strategy to support accessibility,
- Consider place-based engagement activities in the engagement programs,
- Increase in face-to-face engagement activities,
- Increase accessibility options and expansion of diverse voices in engagement activities,
- Ensure wide promotion of engagement opportunities.

A separate project will be required for the First Nations Engagement Strategy, this will require specialised expertise to assist Council in undertaking a co-design engagement process with all representative local groups. Budget will be required for this additional project work.

#### **Stakeholder Engagement**

There has been extensive consultation undertaken during the Strategy development, and with the draft version through a public exhibition and market research process. Engagement included activities such as face to face pop-ups, staff workshops, targeted market research, phone surveys as well as online surveys (hosted on Your Voice Our Coast). During the development of the Strategy, and in the engagement activities, Council sought to reach diverse communities.

Stage One consultation involved:

- 16 internal stakeholder meetings,
- 1,952 responses to Council's Wellbeing Survey with specific questions in relation to engagement,
- Presentation to the Executive Leadership Team.

Stage Two public exhibition/ and market research of the draft Community Engagement Strategy included:

- 234 responses to the online survey,
- 1900 people had an opportunity to engage at pop-up engagement activities such as Sustainability Future Festival and the Outdoor Movie Series,
- 402 residents undertook a 14-minute market research phone interviews.

Overall, the opportunity to engage was presented to the community on over 20,000 occasions. Approximately 1,900 community members also had the opportunity to engage in person. Over 2,600 contributions were received across both stages.

Councillors had the opportunity to provide feedback on the Strategy at an induction session on Saturday 19 October 2024.

### **Financial Considerations**

Financial Year (FY) Implications

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

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

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

There is no immediate cost implication for Council with adoption of the draft Community Engagement Strategy including Community Participation Plan 2024-28.

The strategy does recommend a First Nations Engagement Strategy and specialist expertise and consultation activities will be required for its development as this cannot be delivered by Council staff. Budget will be required in 2025/26 and this is anticipated to be approximately \$50,000.

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

Theme 4: Responsible

### **Choose Focus Area**

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**

If the draft Strategy is not adopted, Council may fail to meet legislative requirements under the Local Government Act and the EP&A Act, that:

- The Strategy must be reviewed within 3 months of the Local Government elections,
- Consistent with *clause 2.24(1)* of the *Environmental Planning and Assessment Act 1979*, once Council has endorsed the strategy, it will be published on the NSW Planning Portal.

### **Critical Dates or Timeframes**

The Strategy must be reviewed within 3 months of the local government elections.

### **Attachments**

<b>1</b>	Community Engagement Strategy - Engagement Evaluation and Key Findings Report October 2024	Provided Under Separate Cover	D16515628
<b>2</b>	Community Engagement Strategy including Community Participation Plan 2024-2028	Provided Under Separate Cover	D16515531



**Item No:** 3.12  
**Title:** Council Services during Christmas/New Year Period 2024  
**Department:** Community and Recreation Services

---

10 December 2024 Ordinary Council Meeting

Reference: F2024/00302 - D16518225  
Author: Sue Ledingham, Unit Manager Communications Marketing and Customer Engagement  
Executive: Melanie Smith, Director Community and Recreation Services

## **Recommendation**

***That Council notes the report on essential services in operation on the Christmas 2024 – New Year 2025 closure period from 23 December 2024 to 3 January 2025.***

## **Report purpose**

To provide an overview of Council Service closures or changes over the Christmas/New Year Closure period. The report also provides information on how the community will be advised of the changes to operations during this period.

## **Background**

Council has consistently closed between Christmas Day and New Year's Day public holidays. In recent years, this has been extended to a two-week period. This year the Council closure will commence Monday 23 December 2024, with the majority of services returning Monday 6 January 2025.

As with previous years, there will be a number of essential services that will operate throughout these closure periods.

## **Report**

The following information outlines outward facing Council Services that will be affected by the Christmas/New Year closure period and outlines essential services operating during this period.

During the closure period, there will be a roster of staff, including on call staff, available to deliver essential services and respond to issues that may require immediate attention.

### 3.12 Council Services during Christmas/New Year Period 2024 (cont'd)

Council's Customer Service and Call Centre will be closed during this time, customers can access our afterhours service centre or access our online services to lodge applications, reports or requests. Conveyancing related certificates and spatial data or mapping services will not be available during the closure periods.

Christmas and New Year Closure – Monday 23 December 2024, with services returning Monday 6 January 2025.

A number of services will have different hours of closure and return of services:

- Council's Customer Service team will undertake a staff development and mandatory training day on Monday 6 January 2025. Counters in the Administration Building in Wyong and the Shopfront in Gosford will be closed to the public. The Customer Service Desks at Woy Woy library and the Visitor Centre at the Entrance will also be closed to the public. Services will re-open on Tuesday 7 January 2025.
- Central Coast Council office, depots, Laycock St Theatre and libraries will be reopening Monday 6 January 2025 from 8.30am on 6 January 2025.
- Early Childhood Education and Care Centres will be closing from close of business Friday 20 December 2024, re-opening to children on Tuesday 7 January 2025.

For the Christmas and New Year closure, non-urgent requests received over this period will be processed from Tuesday 7 January 2025.

Information is available on Council's website, via Council News, [centralcoast.gov.au/news](https://centralcoast.gov.au/news), outlining closures, changes to services and cut off timeframes for specific services to assist customers. A temporary banner is also displayed at the top of each webpage to provide a quick link to the full details.

The following table outlines the essential services that will be available over the closure period:

*Table 1 – Essential Services During Closure Periods*

<b>Location</b>	<b>Detail</b>
Airport	Warnervale Airport remains open.
Beaches	Council lifeguards will be at the 15 patrolled beaches over the Christmas/New Year Closure.  Saturday, Sunday and Public holidays, 25, 26, and 27 December 2024 and 1 and 2 January 2025 will be patrolled by Surf Life Saving Central Coast.
Cemeteries	Cemeteries and gardens will be open to visitors during daylight hours every day.

Location	Detail
Community Facilities	<p>Groups with bookings will have self-access during this time.</p> <p>More information will be available on Council's Community Centres and Halls webpage.</p> <p>Customers can plan in advance via Council's website for current application processing days to factor in pre-booking prior to the Christmas/New Year closure period.  <a href="https://www.centralcoast.nsw.gov.au/recreation/planning-events/hall-and-venue-finder">https://www.centralcoast.nsw.gov.au/recreation/planning-events/hall-and-venue-finder</a></p>
Early Childhood and Education and Care	All Centres will be closed from close of business Friday 20 December and re-open on Tuesday 7 January 2025.
Customer Service Centre and Call Centre	<p>Emergency calls to 02 4306 7900 will go through our after-hours service contractor.</p> <p>All non-urgent issues, enquiries or requests can be lodged through Council's online <a href="#">Customer Service Centre</a> at any time, via 'Report an issue' on the website home page,(and will be progressed by the Customer Service team from Tuesday 7 January 2025, during business hours.</p>
Environmental Reporting	Urgent pollution or environmental issues should be reported to Council by phoning 02 4306 7900 immediately and will go through our After Hours Contractor, incidents will then be forwarded to on call staff for assessment and response.
Gyms and Recreation Facilities	<p>Peninsula Leisure Centre and Lake Haven Recreation Centre will be open (with the exception of Christmas Day and Boxing Day) during the Christmas/New Year closure however operating on adjusted hours from 23 December 2024 to 3 January 2025.</p> <p>Niagara Park Stadium will be closed from 21 December 2024 to 6 January 2025.</p> <p><i>Note: Peninsula Leisure Centre and Lake Haven Recreation Centre will have 24-hour Gym access during closure periods for members who have an Access Tag.</i></p>
Holiday Parks	Central Coast Council Holiday Parks will be open.
Libraries	All libraries will be closed over the Christmas/New Year period.

Location	Detail
	<p>Library return chutes will be open, along with Library@YourTime which will continue to operate at Bateau Bay, Karingong and Toukley Libraries.</p> <p>Collection of reservations will be available from secure self-service lockers at Erina, Tuggerah and Umina Beach Libraries, and the Wyong Service Centre.</p> <p>E-resources will continue to be available online.</p>
Parks, Reserves and Playgrounds	<p>Litter collection will continue over the closure.</p> <p>Sports fields will be mowed and maintained as well as safety issues in parks, playgrounds and roadsides attended to.</p>
Public Swimming Pools	<p>All Council pools are open during the closure period with the exception of Christmas Day 25 December 2024 and Boxing Day 26 December 2024.</p> <p>Grant McBride Baths will be open during the Christmas/New Year Closure period.</p>
Public Toilets	<p>Public Toilets will be open with cleaners continuing to operate across the closure period.</p>
Rangers and Parking Officers	<p>After hours and reduced roster arrangements will be in place for parking officers and ranger services.</p> <p>Urgent issues should be reported to Council by phoning 02 4306 7900 and will go through to our after-hours service contractor to be assessed and responded to as soon as possible.</p>
Roads Maintenance and Construction	<p>Urgent issues should be reported to Council by phoning 02 4306 7900 and will go through to our after-hours officer to be assessed and responded to as soon as possible.</p>
Theatres and Galleries	<p>Gosford Regional Gallery will be open during the Council closure period with the exception of Christmas Day, Boxing Day and New Year's Day</p> <p>Laycock St Theatre will be closed from 23 December to 6 January (inclusive). Box Office reopens 13 January 2025.</p>
Visitor Information Centre, The Entrance	<p>The Central Coast Visitor Centre will be open everyday from 9:30am-4:30pm with the exception of Christmas Day, Boxing Day and New Year's Day.</p>
Waste and Recycling Collections	<p>Bin collections will continue as normal.</p>



### 3.12 Council Services during Christmas/New Year Period 2024 (cont'd)

Location	Detail
	The Buttonderry and Woy Woy Waste Management facilities will be closed to the public Christmas Day and New Years Day and open all other days. Public holiday opening hours of 8:00am–4:00pm apply on Boxing Day.
Water and Sewer Services	Water and Sewer services will continue with a reduced roster arrangement.  Urgent water or sewer issues such as a spills, leaks, bubbling water, water decolourisation or no water pressure should be reported to Council by phoning 02 4306 7900 immediately so we can assess and respond as soon as possible.  Any water service interruptions are listed on <a href="#">Council's website</a> .

#### Stakeholder Engagement

A report was presented to Council's Consultative Committee on 21 August 2024.

Information on Council's closure and service changes will be available on Council's website. Information will continue to be communicated to the community across multiple channels, such social media, enews and print advertorials.

A temporary banner will also be displayed at the top of each webpage to provide a quick link to the full details.

Notifications will be placed at Central Coast Council offices, depots, and other facilities as required.

#### Financial Considerations

Financial Year (FY) Implications

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

Budget and Long-Term Financial Plan (LTFP) Impact

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

#### Link to Community Strategic Plan

Theme 4: Responsible

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

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

**Risk Management**

During closure periods, emergency calls to 02 4306 7900 will go through Council's after-hours service contractor.

During both periods of closure there will be a roster of staff, including on-call staff, available to deliver essential services and respond to issues that may require immediate attention.

**Critical Dates or Timeframes**

*Nil.*

**Attachments**

*Nil.*



**Item No:** 3.13  
**Title:** Current Gosford Library Building - Appointment of Review Panel  
**Department:** Community and Recreation Services

---

10 December 2024 Ordinary Council Meeting

Reference: F2022/00814 - D16544636  
Author: Beth Burgess, Unit Manager Libraries and Education  
Manager: Melanie Smith, Director Community and Recreation Services  
Executive: David Farmer, Chief Executive Officer

## **Recommendation**

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

- 1 Appoints Councillors to the Review Panel - Current Gosford Library Building.**
- 2 Adopts the attached Terms of Reference (Attachment 1).**

## **Report purpose**

This report recommends the appointment of Councillors to the Review Panel for the Existing Gosford Library Building and proposes a draft terms of reference for the Panel.

## **Executive Summary**

In September 2023, Council adopted the final Kibble Park Place Plan, which included a resolution to prepare documentation and relevant approvals to demolish the existing Gosford Library building in order to provide more green space and open areas for the CBD precinct for the growing resident population in Gosford CBD. The report also discussed the safety benefits of opening up view lines to the Park given low level of perceived safety.

In line with the resolution of Council, the pre-demolition planning including structural assessment, determination of demolition methodology of the building and awarding the demolition contract have been undertaken. The existing Gosford library has been slated for demolition following the opening of the new Gosford Regional library which is scheduled to open to our community in June 2025.

The existing building may require significant spend to bring the building up to current building codes to allow adaptive reuse.

### 3.13 Current Gosford Library Building - Appointment of Review Panel (cont'd)

---

In order for Council to make an informed decision about the merits of retention versus demolition, a number of heads of consideration should be assessed. These may involve specialist reports. Heads of consideration should include:

- a) Heritage value
- b) Community opportunities for the building's ongoing use,
- c) Works required to allow the intended use and estimated costs
- d) Ongoing maintenance and depreciation costs
- e) Disability access
- f) Environmental impacts of its preservation or demolition
- g) The impacts of retention or demolition on the long term use of Kibble Park, in the context of ongoing urban consolidation in Gosford.
- h) Safety by design principles
- i) Parkhouse retention/demolition
- j) Any other compliance/constraints

#### Background

At the ordinary meeting of Council on 26 September 2023, Council resolved:

159/23 Resolved

- 1 That Council adopt the Kibble Park Place Plan (Attachment 1) and Kibble Park Concept Plan. (Attachment 2).
- 2 That Council prepare documentation and obtain relevant approvals to demolish the existing Gosford Library in March 2025 post the opening of the Gosford Regional Library, to expand the public open space in the Gosford CBD.

Subsequently, at the ordinary meeting of Council on 26 November 2024, Council resolved:

- 481/24 That Council conducts a review into the proposed demolition of the Gosford Library Building slated to occur in the first half of 2025 and that during this review any pre-demolition planning, site preparation or actual demolition is halted.
- 482/24 That the review cover:
- a) Heritage value,
  - b) Community opportunities for its' ongoing use, and
  - c) Environmental benefits of its' preservation.

### 3.13 Current Gosford Library Building - Appointment of Review Panel (cont'd)

---

- 483/24 *That interested Councillors lead a review panel with support from relevant Council Officers.*
- 484/24 *That the review includes consultation with The National Trust of Australia, the Australian Institute of Architects and Central Coast historian Merrill Jackson OAM and accepts public submissions.*
- 485/24 *That a report of the review be included in the Business Paper of the March 2025 meeting for consideration by Councillors.*
- 486/24 *That the Chief Executive Officer provide a summary on Costs to bring the building up to current National Construction Code requirements including:*
- 1. Disability access.*
  - 2. Ongoing maintenance costs*
  - 3. Safety by design principles*
  - 4. Heritage significance*
  - 5. Any other compliance/constraints*

#### **Report**

There has been increased community interest in obtaining community space in the Gosford CBD in recent times and the opening of the Gosford Regional Library, which is scheduled for June 2025, will bring an increased provision of community space in the Gosford CBD. The Gosford Regional Library is designed over four spacious levels totalling 4,000sq metres, compared to the existing Gosford Library being only 900sq metres. The increased size and services offered by the new Library places an additional annual impact on Council's budget of over \$600,000 per year (before depreciation) over the operation of the existing library.

There has also been increased interest from community groups in retaining the existing library and finding alternate uses that benefit the community once the library vacates the existing building.

There are complex issues that surround the decision to retain or demolish the existing library which need to be considered. This includes assessing heritage value, determining the alternative use of the building, costs to upgrade to meet various building codes, required alterations for adaptive reuse opportunities, ongoing maintenance and depreciation costs, revisiting the Kibble Park masterplan, and requirement for public open space in the Gosford CBD. As part of this consideration the Panel should also explore the merits or otherwise of

### **3.13 Current Gosford Library Building - Appointment of Review Panel (cont'd)**

---

retaining the adjacent Parkhouse building in the light of the recommendation on the future of the former Library building.

Council should also determine whether to include the Director Community and Recreation Services and Director Infrastructure Services as part of the panel as well as selected Councillors.

The Review Panel can be supported by relevant Council Officers, with specialty knowledge in heritage, asset management, building compliance, urban design, CPtED, planning.

The Chairperson should be selected by the Council.

The Terms of Reference for the Panel are attached (Attachment 1)

#### **Stakeholder Engagement**

Nil

#### **Financial Considerations**

Financial Year (FY) Implications

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

Costs to engage specialist consultants is yet to be determined. A Q2 budget adjustment will be required to accommodate the support for the panel.

Budget and Long-Term Financial Plan (LTFP) Impact

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

Any decision to refit and retain the existing building is likely to have significant capital and ongoing operating costs and will require an adjustment to the long term financial plan. This will be a factor for Council to consider when reviewing the recommendations of the Review Panel.

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

Theme 5: Liveable

### 3.13 Current Gosford Library Building - Appointment of Review Panel (cont'd)

---

#### Goal L: Healthy lifestyle for a growing community

S-C2: Revitalise Gosford City Centre, Gosford Waterfront and town centres as key destinations and attractors for business, local residents, visitors and tourists.

#### Risk Management

It is likely that the old Library building contains hazardous materials and appropriate treatment of these will need to be factored in any adaptive reuse works.

If the building is to be retained, its uses and building design should consider how it can positively contribute to community safety in the park both day and night.

#### Critical Dates or Timeframes

Any delay in establishing the panel will impact the delivery of a final report on the review to the Ordinary meeting of Council in March 2025.

#### Options

The Council may consider whether to add the Director Infrastructure Services and the Director Community Services to the Panel to assist in this process.

#### Attachments

<b>1</b>	DRAFT Terms of Reference - Existing Gosford Library Building REVIEW PANEL	Provided Under Separate Cover	D16550298
----------	---------------------------------------------------------------------------	-------------------------------	-----------



**Item No:** 4.1  
**Title:** Rescission Motion: Entry into aviation services lease for a helicopter hub over part of Central Coast Airport (Warnervale):  
**Department:** Councillor

---

10 December 2024 Ordinary Council Meeting

Reference: F2024/00015 - D16544712

Author: Councillor Margot Castles

At the Ordinary Meeting held on 26 November 2024, Council gave consideration to a report regarding Entry into aviation services lease for a helicopter hub over part of Central Coast Airport (Warnervale):

At that meeting, Council resolved as follows:

*That Council:*

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

A Rescission Motion has been received from Councillor Castles to be moved at the Ordinary Council Meeting to be held on Tuesday, 10 December 2024, as follows:

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

*Authorises the Chief Executive Officer, as a matter of urgency to negotiate, finalise and execute an aviation services lease for a helicopter hub over part of Central Coast Airport at Warnervale with parties represented by Nighthawks Aviation (ABN 1563408568*

*Requests the Chief Executive Officer to provide a further report to Council in the event that a suitable lease cannot be finalised for any reason*



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

---

*At least 15 days prior to the Chief Executive Officer executing any lease, he provide a copy of such lease to Council, and a summary due diligence report*

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

*"MOVE*

***That Council:***

- 1    Notes the proposal to enter into an aviation lease with Nighthawks Aviation for a helicopter hub over part of Central Coast Airport (Warnervale)***
- 2    Notes that the staff response has consistently been along the lines that it is preferable for Council to make the final decision on the Airport Masterplan (p.65 Business Paper 26.11.24)***
- 3    Requests that lease negotiations with Nighthawks Aviation and their proposed supplier Hill Helicopters or any other aviation entity, be halted until after Council consideration and determination of the Airport Masterplan***
- 4    Subject to the adoption of a Masterplan any lease proposal must include:***
  - a) High level due diligence***
  - b) Full transparency of the legal, operational and financial status and capabilities of Nighthawks Aviation or any other aviation entity***
  - c) External independent evidence that noise and environment standards will be met***
- 5    Requests that the CEO expedite Councillor briefings regarding Warnervale Airport and relevant matters including the WEZ (Warnervale Employment Zone)***



**Item No:** 5.1  
**Title:** Notice of Motion - Unlawful Camping in Parks and Reserves  
**Department:** Councillor

---

10 December 2024 Ordinary Council Meeting

Reference: F2024/00015 - D16545407  
Author: Councillor Doug Eaton OAM

Councillor D Eaton OAM has given notice that at the Ordinary Council Meeting to be held on 10 December 2024, he will move the following motion:

- 1 That Council notes with concern the increasing proliferation of free campers in Council's reserves and carparks, and that such unlawful use is likely to dramatically increase over the Christmas period.**
- 2 That Council directs the Chief Executive Officer to urgently review and install signage to prohibit free parking at Council reserves and carparks by prohibiting carparking overnight between 10:00pm and 5:00am, and by prohibiting camping.**
- 3 That Council directs the Chief Executive Officer to require Council's rangers to enforce the above restrictions immediately.**
- 4 That in cases of genuine homelessness that Council offer to relocate such persons to Council's caravan parks, and waive any rental for 14 days.**

### **Chief Executive Officer Response**

Due to the complexity and timing around this Notice of Motion as well as the need to redirect staff resources and funding, it is recommended that the CEO provide a further report to Council outlining the proposed course of action and the projected costs, as per section 11.9 of the Code of Meeting Practice.

Noting that this issue is time critical, the CEO has directed staff to carry out the following actions:

- Undertake a targeted enforcement program of known hotspots (locations already identified) over the December 2024 to January 2025 holiday period. This program will focus on locations with existing enforceable signage and will target suspected unlawful camping. It should be noted that this program is currently funded in the Environment and Planning Operational budget.

## **5.1 Notice of Motion - Unlawful Camping in Parks and Reserves (cont'd)**

---

- Undertake an audit of existing signage in known hotspots across the local government area and commence the process of installing or updating signage to ensure that it meets the objectives of this Notice of Motion and can be enforced.
- Where people are identified as being genuinely homeless as part of this program, those people will be referred to the Assertive Outreach Taskforce to assist them in obtaining accommodation. This is consistent with Council's current approach.
- The option of offering to relocate people that are homeless to Council's Caravan Parks is being investigated and will form part of the future report to Council. It should be noted that Council's Caravan Parks are managed by a third party operator (NRMA Parks and Resorts) and will be close to full occupancy over this period.

### **Attachments**

*Nil.*



**Item No:** 5.2  
**Title:** Notice of Motion - Formation of Review Panel - Existing Gosford Library Building  
**Department:** Councillor

---

10 December 2024 Ordinary Council Meeting

Reference: F2024/00015 - D16546170

Author: Councillor Margot Castles

Councillor M Castles has given notice that at the Ordinary Council Meeting to be held on 10 December 2024 she will move the following motion:

- 1 That Council notes that at the 26 November Council meeting it was resolved "That interested Councillors lead a review panel with support from relevant Council Officers".***
- 2 That Councillors nominate at this meeting - 10 December 2024.***
- 3 That any Councillor who indicates interest by raising their hand is appointed a member of the review panel.***
- 4 That the first meeting of the panel be held during the week beginning Monday 16 December 2024.***

#### **Chief Executive Officer Response**

Given the resolution of Council at the 26 November 2024, a report has been included in the agenda that considers appointing members to the Panel and presents a draft terms of reference. Council may wish to consider this report and the above notice of motion concurrently. This can be done by a procedural motion.

#### **Attachments**

*Nil.*



**Item No:** 5.3  
**Title:** Notice of Motion - Adoption of Offshore Sand Nourishment Policy  
**Department:** Councillor

---

10 December 2024 Ordinary Council Meeting

Reference: F2024/00015 - D16546595  
Author: Councillor Corinne Lamont

Councillor C Lamont has given notice that at the Ordinary Council Meeting to be held on 10 December 2024 she will move the following motion:

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

### **Councillor's Note**

To formalise Central Coast Council's position on pursuing offshore sand nourishment over beach armouring in its coastal management plans and to advocate for access to NSW Government-supported offshore sand nourishment programs for Central Coast beaches.

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

---

#### **Background:**

At the 2024 Local Government NSW Conference in Tamworth, Central Coast Council presented a motion advocating for statewide support for offshore sand nourishment as a key strategy to combat coastal erosion. Offshore sand nourishment has been widely recognised as a sustainable alternative to traditional beach armouring techniques, which can have significant environmental and aesthetic impacts.

To ensure consistency between Council's advocacy efforts and its local planning framework, it is essential to adopt a clear position prioritising offshore sand nourishment and advocating for access to state resources and programs for Central Coast Council.

#### **Discussion:**

The Central Coast region faces ongoing challenges with coastal erosion, posing risks to public and private assets, tourism, and natural ecosystems. Beach armouring can exacerbate erosion elsewhere and alter natural coastal processes.

Offshore sand nourishment, by contrast, replenishes eroded beaches, maintains natural beach dynamics, and supports long-term sustainability. Central Coast beaches would greatly benefit from inclusion in state-level programs to access offshore sand resources for erosion mitigation.

Adopting this position aligns with the Central Coast's commitment to innovative, sustainable coastal management and strengthens Council's advocacy efforts with the NSW Government.

#### **Budget and Resource Implications:**

There are no immediate budgetary implications for adopting this position. Future implementation of offshore sand nourishment projects would require state and federal funding and collaboration.

#### **Policy and Legislative Implications:**

This recommendation supports the objectives of the Coastal Management Act 2016 and aligns with Council's responsibility to develop sustainable solutions under its Coastal Management Program.

#### **Conclusion:**

Adopting a policy that prioritises offshore sand nourishment will position Central Coast Council as a leader in sustainable coastal management while strengthening advocacy for inclusion in NSW Government offshore sand nourishment programs.

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

---

#### Chief Executive Officer Response

The Chief Executive Officer considers that parts 1, 3, and 4 of this Notice of Motion have legal, strategic, financial, and policy implications, which should be taken into consideration by the meeting and are outlined below.

Council has an obligation under the *Local Government Act 1993* to act in good faith in relation to coastal management. The *Coastal Management Act 2016* identifies a statutory process for councils to prepare Coastal Management Programs, which are then certified by the Minister for the Environment. The process proposed in parts 1, 3, and 4 of the motion does not meet Council's obligations under either of these Acts and would expose Council to legal, financial, reputational, and environmental risk.

An additional report from the Chief Executive Officer may be provided, subject to resolution of Council, to further outline this process.

Part 2 of the motion is the current adopted position of Council, as resolved at its October 2022 meeting (180/22/9):

*Write to the Minister for Local Government, Minister for Planning and Homes, Minister for the Environment and Minister for Regional NSW seeking:*

- a. amendments to the Local Government Act 1993 to allow for the costs of construction works on private land, identified in a certified Coastal Zone Management Plan or Coastal Management Program, to be recouped through a coastal protection services charge or similar mechanism.*
- b. development of a NSW-wide approach to mass sand nourishment to support coastal councils to manage the impacts of coastal erosion on coastal communities and the coastal environment; and*
- c. additional support for coastal councils to address the increasing risk of coastal erosion to which their communities are exposed.*

#### Attachments

*Nil.*



**Item No:** 6.1  
**Title:** Question with Notice - Operations of the Local Planning Panel  
**Department:** Councillor

---

10 December 2024 Ordinary Council Meeting

Reference: F2004/07718 - D16544278  
Author: Councillor Doug Eaton OAM

## **6.1 Question with Notice - Operations of the Local Planning Panel**

The following question was submitted by Councillor Eaton OAM:

Requesting a report for the operations of the Local Planning Panel including the number of determinations in last financial year, direct cost to council, and number of applications where the panel have approved a DA recommended for refusal or refused one recommended for approval.

During the 2024 calendar year, 38 Development Applications considered and determined by the Panel from January 2024 until end November 2024.

At the time of writing of this this report there is a further meeting scheduled for 12 December 2024. There are currently 5 Development Applications tentatively scheduled to be considered by the Panel at that meeting bringing the total number of applications considered in the 2024 calendar year to 43.

### **Direct cost to Council**

The Central Coast Local Planning Panel (CCLPP) is an independent panel of qualified people who generally meet monthly on a rotating roster to review and determine development applications for the Central Coast Local Government Area. The panel comprises of four members:

- the Chair;
- two professionals; and
- one community representative selected from a pool of members appointed by Council.

The CCLPP meetings and associated tasks are undertaken in accordance with the requirement of the *Environment Planning & Assessment Act 1979* (and associated Regulations) as well as the statutory rules set out via Ministerial Directions, Operational Procedures and Local Planning Panel Code of Conduct. Fees paid to panel members are in accordance with the Remuneration Determination signed by the Minister for Planning on 23 February 2018.



## **6.1 Question with Notice - Operations of the Local Planning Panel (cont'd)**

---

The approximate fees paid to the panel by Council are \$66,000.00 per calendar year. In addition, we estimate that hours allocated to work by various staff associated with the CCLPP is approximately 17 hours per month/204 hours annually.

The provisions of the *Environmental Planning and Assessment Act 1979* require Council to make all the necessary arrangements for the operation of the Local Planning Panel. This includes: ' ... provide staff and facilities for the purpose of enabling a local planning panel to exercise its functions' including general secretariat services (section 2.20(4) of the Act), provision of meeting facilities (clause 25(1) of Schedule 2 of the Act); reporting, technical advice and assistance to the Panel.

Council must also pay the sitting fees for Panel members (noting that minimum sitting fees for the Local Planning are set out in the 'Remuneration Determination' for Local Planning Panels, issued under the provisions of the clauses 14 and 15 of Schedule 2 of the Act).

### **Number of applications determined different to staff recommendation.**

From 1 July 2023 to 30 June 2024, 97% of applications that went to the CCLPP were determined in accordance with staff recommendation. A total of 33 Applications were determined by the Panel in the last financial year and of those 33 applications, 32 were determined as per staff recommendation and one Development Application was determined contrary to staff recommendation (staff recommended approval and the Panel determined the application by way of Refusal).

The corporate website features an information landing page for the Local Planning Panel. This landing page includes direct links to the NSW Government's Local Planning Panel website.

Additionally, the landing page provides links to meetings and agendas hosted on the InfoCouncil.biz portal.

Information on this page is updated yearly with the new year's meeting dates.

Costs associated with Council's website is included in the Operational budget. There are no direct costs associated with the direct links to the NSW Government's Local Planning Panel website.

### **Attachments**

*Nil.*