



Central Coast Council

Aboriginal Advisory Committee

Held Function Room 2
2 Hely Street, Wyong

09 September 2025

MINUTES

Attendance

Members

Jake MacDonald
Shahni Wellington
Vickie Parry
Phillip Bligh
Barry Duncan
Monica McKenzie
Colleen Fuller
Wayne Merritt

Status

Present
Present
Present
Present
Present
Apology
Present
Apology

Staff

Melanie Smith, Director Community and
Recreation Services
Belinda McRobie, Section Manager
Community Development
Beth Burgess, Unit Manager Community
& Culture
Molly Marsh, Social Planner
Kaylar Larsen, Organisational
Development Lead Specialist
Lisa Martin, Civic Support Officer

Status

Present

Present

Present

Present

Present

Guests

Corinne Hodson, Barang Regional
Alliance

Present

The Chairperson, Jake MacDonald declared the meeting open at 10:05am

PROCEDURAL ITEMS

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

10:05am

BJ Duncan gave an Acknowledgement of Country.

The Committee advised there were no disclosures of interest.

1.2 Previous business: Confirmation of Minutes, Review Action Log

1:13pm

The Committee confirmed the minutes of the 17 June 2025 meeting with no amendments.

REPORTS

2.1 Priorities Identified from Workshop in April 2024

12:28pm

Section Manager Community Development spoke to the report.

Resolved

That the Committee notes the update provided within this report.

2.2 Aboriginal Engagement Strategy Update

10:09am

Organisational Development Lead Specialist spoke to the report and presented an early draft document developed by SJ prior to her leaving Council. The document outlines:

- Start a conversation with the committee on ideas on employment strategies.
- Start with the mentoring for young people.
- Progression from employment to engagement, making the workplace a safe place and culturally sensitive, for Aboriginal people to work or to have a conversation.

2.3 Wording on signage - Mannering Park Historic Walk

12:01pm

Section Manager Community Development spoke to the report.

Resolved

That the Committee:

- 1 Reviews the proposed wording for signage provided by Mannering Park Progress Association for the Mannering Park Historical Walk.***
- 2 Provides advice to Council Officers on recommended wording to be provided back to Mannering Park Progress Association.***

2.4 Draft Aboriginal Advisory Committee Communication Plan

Resolved

That the Advisory Committee:

- 1 Reviews the draft Aboriginal Advisory Committee Communication Plan and provides feedback on the proposed strategies and content.***
- 2 Endorses the next steps for finalising and implementing the Aboriginal Advisory Committee Communication Plan.***

2.5 First Nations Accord - Memorandum of Understanding (MOU)

Time: 10:57am

Corinne Hodson of Barang Regional Alliance spoke to the report.

2.6 General Business

Time: 12:54pm

Topics to be considered for future AAC meetings

- Cultural Intelligence

Bob Morgan Event

- How Council can show support for Aboriginal issues
- Try and get as many people there as possible

The Meeting concluded at 1:13pm.

Minutes of the Ordinary Meeting Aboriginal Advisory Committee of Council (cont'd)

Action Log

Item No.	Meeting Date	Item	Action	Responsibility	Status
001	03/10/23		Bring back to the Committee presentations around Council's Aboriginal employment strategy and approach to community information and engagement.	Director, Community and Recreation Services	P&C attending 9/9/25 meeting
002	09/04/24		Invite an ELT member to each Aboriginal Advisory Committee meeting	Unit Manager, Community and Culture	Director CRS attends meetings – completed
003	18/09/24		Gosford Regional Library – any strategies, naming conventions and engagement be brought back to the Committee for review.	Director, Community and Recreation Services	Completed
004	18/09/24		Every 6 months - report on the First Nations Accord Actions and Review	Director, Community and Recreation Services	Ongoing
005	18/09/24		The Section Manager of Community Development to attend and present the findings of the Committee meeting (workshop) – Priorities of the Committee, held on 9 April 2024.	Section Manager, Community Development	• Included in Minutes of April 2024 meeting. • Included in Agenda of 11/3/25 meeting • On Agenda for 9/9/25
006	18/09/24		Draft scope and sequence of objectives for the training for Councillors – circulate outside of session – due in 10 days	Director, Community and Recreation Services and V. Parry	Completed
008	18/09/24		Council staff working with Barang Regional Alliance to arrange an onboarding day for Councillors – full day if possible	Director, Community and Recreation Services	Completed

Minutes of the Ordinary Meeting Aboriginal Advisory Committee of Council (cont'd)

009	18/09/24		Distribute new ToR to Committee members	Civic Support Officer	Emailed out to all Committee members on 18/9/2024
010	18/09/24		Pass on J. MacDonald and M. McKenzie's details to Unit Manager of Libraries and Education to organise a tour of the Library around December 2024.	Director, Community and Recreation Services	Tours to be arranged now Library is completed
011	18/09/24		Upload new ToR to website ASAP.	Civic Support Officer	Uploaded 18/9/2024
012	11/03/25	Gosford Regional Gallery – First Nations exhibition programs and cultural engagement projects	Provide to the committee members a copy of the presentation for Gosford Regional Gallery from meeting on 11 March 2025.	Civic Support Officer	
013	11/03/25	Gosford Regional Gallery – First Nations exhibition programs and cultural engagement projects	Employ a culturally aware individual to assist with supporting the development of this project, and an architect to drive the project.	Director, Community and Recreation Services	Pending
014	11/03/25	Gosford Regional Gallery – First Nations exhibition programs and cultural engagement projects	Gosford Regional Gallery - Invite Tim Braham and Joanna O'Toole back to a future meeting.	Unit Manager, Community and Culture	Completed
015	11/03/25	Gosford Regional Gallery – First Nations exhibition programs and cultural engagement projects	Discuss being a member of the Focus group with Tim Braham.	P. Bligh	
016	11/03/25 17/06/25	Priorities Identified from Workshop in April 2024	Discuss at the next meeting the priorities identified from the workshop in April 2024. Revisit the past notes from the workshop in April and bring back to the Committee.	All committee members	On Agenda for 9/9/25 – Refer to Item 005 above

Minutes of the Ordinary Meeting Aboriginal Advisory Committee of Council (cont'd)

017	11/03/25	Aboriginal Employment Strategy	Review and/or propose a new policy – What is Council doing to recognise Aboriginal people and what they are doing in the community. Mel Smith to work with BJ to bring back a draft to the next committee, then take it to Council meeting. Around recognition of contributors in the local community as part of the employment feedback on what we are currently doing.	Director, Community and Recreation Services	Draft document presented at 9/9/25 meeting
018	11/03/25	Gosford Regional Library Naming Convention	Provide to the committee members a copy of the presentation of Gosford Regional Library Naming Convention from the meeting on 11 March 2025.	Civic Support Officer	
019	11/03/25	Gosford Regional Library Naming Convention	Form a sub-committee to select the final naming convention for the library.	All Committee members	Completed
020	11/03/25	5 Lands Walk	Draft up a report on ways in which to ensure the aboriginal culture and perspectives remain central.	P. Bligh	
021	11/03/25	5 Lands Walk	Question taken on Notice: Could the committee be exempt from having to lodge a DA application for their events.	Director, Community and Recreation Services	Event cancelled
022	11/03/25	Mannering Park Historic Walk Signage- Review Wording	Provide feedback on the scripted words for the sign.	Committee members and Director, Community and Recreation Services	On Agenda for 9/9/25
023	11/03/25	Mannering Park Historic Walk Signage- Review Wording	Agenda Item for next committee meeting. Draft up guidelines for scripted wording to be approved by the Aboriginal Advisory Committee – due in 4 weeks.	Unit Manager, Community and Culture	On Agenda for 9/9/25
024	11/03/25	The Uncle Bob Public Lecture	Nominate a candidate at the next Aboriginal Advisory Committee meeting	All Committee members	
025	11/03/25	General Business: Memorandum of Understanding Darkinjung	Organise a meeting with Adina regarding the Memorandum of Understanding with Darkinjung.	Director, Community and Recreation Services	On Agenda for 9/9/25

Minutes of the Ordinary Meeting Aboriginal Advisory Committee of Council (cont'd)

026	11/03/25	General Business: Local Government and Closing the Gap	Research Local Government and Closing the Gap and report back to committee.	V. Parry	On Agenda for 9/9/25
027	17/06/25	Central Coast Aboriginal Employment Target Update	Analysis of what level those jobs are at to see if there is a spectrum of Management or hierarchy and note the timeframes it takes from idea of high priority to action.	Director, Community and Recreation Services	P&C attending meeting on 9/9/25
028	17/06/25	Memorandum of Understanding	Create a draft Memorandum of Understanding. Once this has been finalised add positions and responsibilities.	Director of Recreation Services and V. Parry	On Agenda for 9/9/25
029	17/06/25	Talk Series at Gosford Regional Library	Source a location for this event. Lauren from Newcastle University will liaise with the Director of Community and Recreation Services to discuss the options.	B.J. Duncan Director of Community and Recreation Services.	Completed
030	17/06/25	General Business – NAIDOC Week	Circulate an information brochure to all Councillors and staff	Director of Community and Recreation Services	Completed
031	9/09/2025	Priorities Identified from Workshop in April 2024	Seek assurance from ELT that this Committee is a Priority	Section Manager, Community Development Director of Community and Recreation Services	Completed
032	9/09/2025	Priorities Identified from Workshop in April 2024	Invite ELT Members to future meetings to introduce them to the committee and the purpose of the committee	Director of Community and Recreation Services	In process
033	9/09/2025	Priorities Identified from Workshop in April 2024	Develop an engagement strategy for employment position at a high level.	Director of Community and Recreation Services	In process as part of above action
034	9/09/2025	Aboriginal Engagement Strategy Update	Invite Organisational Development Lead Specialist to the December Aboriginal Advisory Committee – Kayla to bring back to the committee suggestions with time frames on employment and engagement strategy.	Director of Community and Recreation Services	

Minutes of the Ordinary Meeting Aboriginal Advisory Committee of Council (cont'd)

035	9/09/2025	Aboriginal Engagement Strategy Update	Identify and FTE in the organisation that could become and Aboriginal Specific position and could drive the project from the star.	Director of Community and Recreation Services	
036	9/09/2025	Wording on signage - Mannering Park Historic Walk	Remove all reference to Guringai		
			Council Officers to advise the Mannering Park Progress Association of the review of wording and approximate timeframe for a response.		
			Update wording to current and not past tense.		
037	9/09/2025	Draft Aboriginal Advisory Committee Communication Plan	Bring objectives back to next meeting to build a communications plan.		
038	9/09/2025	Draft Aboriginal Advisory Committee Communication Plan	Council Officers to meet with Sharni to develop a draft plan.		
039	9/09/2025	First Nations Accord - Memorandum of Understanding (MOU)	A workshop with the aboriginal community – what do they want to see for their own community where they live – to be developed and scheduled by Barang Alliance with Council's Social Planner.		
040	9/09/2025	General Business – Bob Morgan Event	Send a copy of the Code of Conduct to the Chair of AAC.	Director, Community and Recreation Services	
			Seek out guidance from the Governance team on potential non-compliance with the Code of Conduct.		
			Committee request letter of support from the Mayor for an application to host the Koori Cup on the Central Coast.		
			Indigenous artists on the Coast - Art Gallery	Unit Manager, Community and Culture	