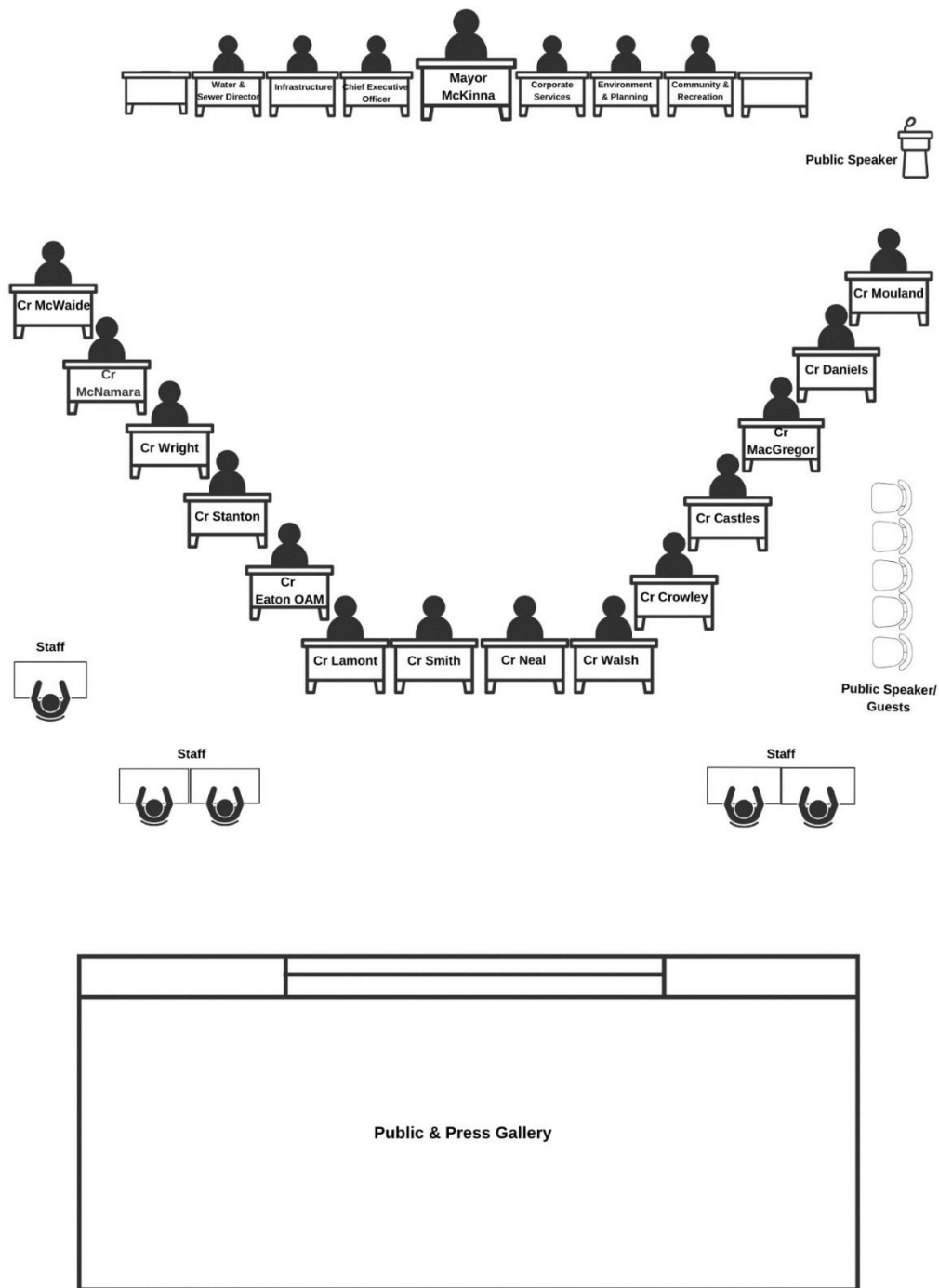




Central Coast Council
Business Paper
Ordinary Council Meeting
23 September 2025





Community Vision

Together we will strengthen and support our community, protect our environment, and create an inclusive, prosperous and accessible place to live, work and thrive, for today and for future generations. This is OUR future, OUR Central Coast.

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 23 September 2025 at 6.30pm,
for the transaction of the business listed below:**

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

Further information and details on registration process:

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

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10 Confidential Items

10.1	Confidential Mayoral Minute - CEO Performance Review
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The reason for dealing with the report confidentially is that it contains personnel matters concerning particular individuals.

Marissa Racomelara

Acting Chief Executive Officer

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

23 September 2025 Ordinary Council Meeting



Recommendation

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

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

23 September 2025 Ordinary Council Meeting

Reference: F2025/00016 - D17059911

Recommendation

That Council confirms the minutes of the Ordinary Meeting of Council held on 23 August 2025 as read and a true record of the Meeting.

Summary

Confirmation of minutes of the Ordinary Meeting of Council held on 23 August 2025.

Attachments

1 MINUTES - Council Meeting - 26 August 2025 D17036254



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

26 August 2025

MINUTES

Present

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

In Attendance

David Farmer	Chief Executive Officer
Boris Bolgoff	Director Infrastructure Services
Luke Nicholls	Director Environment and Planning
Krystie Bryant	Acting Director Water and Sewer
Marissa Racomelara	Director Corporate Services
Melanie Smith	Director Community and Recreation Services

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

Notes

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

That Council adjourn the Ordinary Meeting at 6:30pm to hear from the remaining public Forum speakers WAS MOVED by Councillor Mouland and SECONDED by Councillor MacGregor.

CARRIED

FOR: UNANIMOUS

The public forum closed at 6.45pm. The Mayor noted that the Ordinary Meeting will recommence after a 5 minute adjournment.

That the meeting resume at 6:50pm, WAS MOVED by Councillor MacGregor and SECONDED by Councillor Mouland :

CARRIED

FOR: UNANIMOUS

Mayor Lawrie McKinna declared the meeting re-opened at 6.50pm and advised in accordance with the Code of Meeting Practice that the meeting was being recorded.

The Mayor gave an Acknowledgment of Country.

A PROCEDURAL MOTION was MOVED by Councillor MacGregor and SECONDED by Councillor Mouland:

That Council approves the request by Councillor Corinne Lamont to attend the Council Meeting on 26 August 2025 at 6:30pm by audio-visual link as she is unable to attend in person due to personal reasons.

CARRIED

FOR: UNANIMOUS

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

PROCEDURAL ITEMS

1.1 Disclosure of Interest

6:52pm

Deputy Mayor Eaton OAM disclosed a non-pecuniary, significant interest on item 5.7 *Community Support Grant Program - June 2025 Part 1d*, because Coast and Country Primary care are a major tenant in premises owned by CCGT of which he is the Chair. He will leave the chamber during discussion and will not participate in discussions and voting on the item.

Councillor Neal disclosed a non-pecuniary, significant interest on item 5.7 *Community Support Grant Program - June 2025 Part 1d*, as her spouse is a board member of CCPC. She will leave the chamber during discussion and will not participate in discussions and voting on the item

Councillor Neal disclosed a pecuniary interest in item 7.1 *Recission Motion - Council Owned Land within the Gosford CBD*, due to her spouses interest.

Cr Lamont noted for transparency that with regard to *Item 6.6- Notice of Motion - Reconstruction Authority Responding to Coastal Erosion Emergency* - that she is a member of the SOS FaceBook community group, and declared that under Clause 5.3 of the Code of Conduct, this does not constitute a conflict of interest. She also declared she has no private interest in the matter or close personal relationship with anyone who has a private interest in the matter. She will remain in the meeting and participate in discussion and voting on this item.

1.2 Confirmation of Minutes of Previous Meeting

6:56pm

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

747/25

That Council confirms the minutes of the Ordinary Meeting of Council held on 22 July 2025 as read and a true record of the Meeting.

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

That Council:

- 1 *Confirms the minutes of the Ordinary Meeting of Council held on 22 July 2025 as read and a true record of the Meeting.*
- 2 *Notes the profanity that was made by Deputy Mayor Eaton OAM.*

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

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

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

The amendment was LOST and debate resumed on the original motion

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

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

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

1.3 Items Resolved by Exception

7:04pm

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

748/25

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

- a) Item 5.3 - Draft Code of Conduct, Code of Meeting Practice, and Public Forum Policy - For Adoption.***
- b) Item 5.4 - Statistical Reporting for Government Information (Public Access) Act 2009 - 1 July 2020 to 30 June 2025.***
- c) Item 5.5 - Draft Water and Sewer Concessions and Rebate Policy - For Adoption.***
- d) Item 5.6 - Councillor Expenses and Facilities Report - 1 January 2025 to 30 June 2025.***

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

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

AGAINST: CR WALSH

7:00pm

A PROCEDURAL MOTION was *MOVED* by Mayor MCKINNA AND *SECONDED* by Councillor MACGREGOR :

That Council suspend standing orders and consider the following items first, and then the remaining items in agenda sequence:

- a) Item 4.1 Review Committee – Current Library Building – Minutes and Recommendations – August 2025.***
- b) Item 6.6 – Notice of Motion – Reconstruction Authority Responding to Coastal Erosion Emergency.***

CARRIED

FOR: UNANIMOUS

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

DEFERRED ITEMS

2.1 Community Participation Plan - For Adoption

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

749/25

That Council defer the consideration of item 2.1 Community Participation Plan – For Adoption, to the Environment and Planning Committee meeting to be held on 2 September 2025

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

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

AGAINST: CR NEAL

FINANCIAL ITEMS

3.1 Monthly Investment Report July 2025

8.37pm

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

750/25

That Council:

- 1 Notes the Investment Report for July 2025.***
- 2 Notes that the July 2025 unrestricted funds deficit in the Drainage Fund is offset by the unrestricted funds available in the General Fund.***
- 3 Notes the July 2025 restrictions have not been finalised due to ongoing 2024-25 year end processes and audit, and reporting will resume from the next Investment Report to Council.***

CARRIED

FOR: UNANIMOUS

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

3.2 2024-25 Financial Year Results

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

751/25

That Council:

- 1 Notes the 2024-25 FY draft financial result and the end of financial year process status.**
- 2 Notes the funding associated with projects continuing into the 2025-26 FY and the associated internal restriction of funds.**

CARRIED

FOR: UNANIMOUS

REPORTS AND RECOMMENDATIONS OF STANDING COMMITTEES

4.1 Review Committee - Current Library Building - Minutes and Recommendations - August 2025

7:08pm

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

752/25

That Council adopts the reports and recommendations of the Review Committee Current Library Building meeting of 7 August 2025 as outlined below:

- 1 Receives and notes the minutes of the Review Committee – Current Library Building meeting held 7 August 2025.**
- 2 Adopts the recommendations of the Review Committee - Current Library Building in the below resolution.**

RCCLB7/25

That Council:

- II. Decides on the future of the building, noting the recommendation of the committee below:**

'To pursue a commercial or community use for the building and revise the Kibble Park Place Plan. To retain the Library building while determining the feasibility and funding sources to repurpose the building'.

- III. Rescinds any decision to demolish the existing Gosford Library building.**
- IV. Applies for Local, and investigates State Heritage Protection of the building.**

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

- V. *Continues with this committee with the addition of any other interested Councillors.*
- VI. *Any future commercial or community lease to include the negotiation of outgoings, maintenance and capital work responsibilities by the lessee, following the submission of an Expression of Interest.*
- VII. *Approves allocated funding from the demolition to contribute to ensuring the building is at an acceptable standard for commercial and community use. At such time when the building is at an acceptable standard for commercial and community use Council explores options to make the building available for appropriate community use as soon as possible.*
- VIII. *That Council demolishes the Parkhouse Building with the view to enhancing the available open space within Kibble Park.*

CARRIED

FOR: UNANIMOUS

4.2 Infrastructure and Assets Committee - Minutes and Recommendations - August 2025

8:42pm

A MOTION TO MOVE THE RECOMMENDATION was *MOVED* by Councillor STANTON and *SECONDED* by Councillor WALSH:

753/25

That Council receives and notes the minutes of the Infrastructure and Assets Committee meeting held in August 2025.

CARRIED

FOR: UNANIMOUS

4.3 Governance and Finance Committee - Minutes and Recommendations - August 2025

8:43pm

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

754/25

That Council:

- 1 *Receives and notes the minutes of the Governance and Finance Committee meeting held in August 2025.*
- 2 *Adopts the recommendations of the Governance and Finance Committee in the below resolutions:*

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

GFC13/25

That Council adopts the Agency Information Guide (AIG) attached to this report.

CARRIED

FOR: UNANIMOUS

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

755/25

GFC16/25

That Council:

- 1 Notes the findings of the LGNSW Cost Shifting report for the past 3 years.***
- 2 Approves the provision of a report to the November Governance and Finance Committee meeting, with estimates as to the approximate costs of local government cost shifting on Central Coast Council. The findings are to be broken down by the overall cost to Council, and the allocation to the areas and the average cost it equates to per rate payer.***
- 3 Notes when this item is reviewed Councillors they will review the relevant information and discuss the course of action appropriate and its findings.***
- 4 Within 2 ordinary Governance and Finance Committee meetings a report be presented covering the total costs of cost shifting from the period 2013-14 to 2023-24 and it include a comparison of the state average and the impact on the Central Coast.***

CARRIED

FOR: UNANIMOUS

4.4 Environment and Planning Committee - Minutes and Recommendations - August 2025

8.58pm

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

756/25

That Council:

- 1 Receives and notes the minutes of the Environment and Planning Committee meeting held 5 August 2025.***
- 2 Adopts the recommendations of the Environment and Planning Committee in the below resolutions.***

EPC45/25

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

That Council endorses the draft Tuggerah Lakes Flood Study Review be placed on public exhibition for a period of four (4) weeks.

EPC48/25

That Council revokes the Temporary Food Premises Policy.

EPC49/25

That Council requests the Chief Executive Officer to exercise the delegation issued by the Department of Planning, Housing, and Infrastructure for RZ/1/2023 or, if required, requests the Minister for Planning and Public Spaces to proceed with the steps for drafting and making of the amendment to the Central Coast Local Environmental Plan 2022.

EPC52/25

That Council:

- 1 Endorses the 2025-26 Draft Central Coast Regulatory Priorities Statement at Attachment 1.*
- 2 Notes that during the public exhibition period for the Central Coast Council Regulatory Priorities Statement, feedback was invited from the community.*
- 3 Confirms that the illegal tree clearing be added as an additional priority to the 2025-26 Draft Central Coast Regulatory Priorities.*

EPC57/25 *That Council notes that the Committee determined the following Community Representatives be appointment to the Coastal, Estuary and Floodplain Risk Management Sub-Committee in accordance with the adopted Terms of Reference for that Sub-Committee:*

- a) Carla Sbrocchi,*
- b) Mark Elsley,*
- c) Mark Ellis.*

EPC60/25

That Council endorses the draft Gosford Memorial Park and Rotary Park Conservation Management Plan, as per Attachment 1 and 2, to be placed on public exhibition for a minimum of 28 days.

CARRIED

FOR: UNANIMOUS

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

757/25

EPC47/25

That Council:

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

- 1 Endorses public exhibition of the Draft Open Pile Burning Policy at Attachment 1 for a period of no less than 28 days.**
- 2 Confirms that the draft includes reference to the key threatening processes, removal of woody debris with some explanation to discourage unnecessary removal of timber through the Pile Burning Policy.**

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

That part 4 of the policy, Conditions of Consent, includes the below amendment:

- 4.1. Open pile burning of dry and dead vegetation should NOT be seen as the best method for disposing of dry and dead vegetation. The smoke produced by open pile burning contains harmful fine particulates and other air pollutants. Alternative means of disposal such as through Council's kerbside collection service or waste management facility, or by chipping or mulching and composting, should be thoroughly investigated and are the preferred disposal methods.
- 4.2. Parcels of land must be either:
 - 4.2.1. Greater than 4,000m² in area; and
 - 4.2.2. zoned E2 Environmental Conservation, E3 Environmental Management, E4 Environmental Living, RE2 Private Recreation, R5 Large Lot Residential, RU1 Primary Production, RU2 Rural Landscape, RU5 Village, or RU6 Transition under the Central Coast Local Environment Plan 2022 (CCLEP), and
 - 4.2.3. a) not serviced by Council's garden vegetable bin service, or
b) Less than 4,000m² in area, located in Hawkesbury River Communities (where there is boat-only access to properties), and zoned C2 Environmental Conservation under the CCLEP.
- 4.17. Burning must only be undertaken between the hours of 8am and 5pm.
Or
- 4.17. Burning must only be undertaken between the hours of 7am and 10pm, EXCEPT for land in valleys and low-lying areas subject to temperature inversion events, where burning must only be undertaken between the hours of 8am and 5pm.
- 4.18. All fires must be completely extinguished between the hours of 5pm and 8am.
Or
- 4.18. All fires must be completely extinguished between the hours of 10pm and 7am, EXCEPT for land in valleys and low-lying areas subject to temperature inversion events, where all fire must be completely extinguished between the hours of 5pm and 8am.
- 4.23. Where required by Council, persons intending to undertake open pile burning must complete and submit an Open Burning Self-Assessment Declaration Form up to 3 days prior to burning. This form is designed to ensure that residents are aware of and agree to comply with all relevant conditions of consent under this Policy.
The form will include:
 - Confirmation of property zoning and land size eligibility
 - A checklist of conditions to be met (e.g., weather, pile size, notification to

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

neighbours)

A declaration acknowledging personal responsibility for safe and compliant burning

The amendment was LOST and debate resumed on the original motion

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

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

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

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

AGAINST: CRS NEAL AND LAMONT

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

758/25

EPC50/25

That Council:

- 1 Notes the outcomes of the formal consultation process for the draft Development Application Submissions Policy, notes the submissions received, and matters raised therein.***
- 2 Adopts the draft Development Application Submissions Policy, included as Attachment 1.***
- 3 Requests that the Chief Executive Officer provide the adopted Development Application Submissions Policy to the Secretary of the Department of Planning Housing & Infrastructure for approval, as is required by the Ministerial Directions titled 'Local Planning Panels Direction – Development Applications and Applications to Modify Development Consents' (dated 6 May 2024).***
- 4 Provides written correspondence to all those that made a submission to the draft Policy, noting the outcome of the consultation process and the adoption of the Policy.***

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

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

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

4.5 Economic Development Committee - Minutes and Recommendations - August 2025

9:41pm

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

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

759/25

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

COUNCILLOR MACGREGOR LEFT THE MEETING AT 9:41PM

CARRIED

FOR: UNANIMOUS

COUNCILLOR MACGREGOR RETURNED TO THE MEETING AT 9:43 PM AND AS A RESULT TOOK NO PART IN VOTING ON THIS ITEM.

That the order of business be changed so Item 5.1 Shark Management Program 2025-26 – Trial Removal of Nets at One Beach Location - be brought forward and dealt with immediately WAS *MOVED* by Councillor MACGREGOR and *SECONDED* by Councillor MOULAND:

CARRIED

FOR: UNANIMOUS

REPORTS

5.1 Shark Management Program 2025-26 – Trial removal of nets at one beach location

8:26pm

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

760/25

That Council:

- 1 Supports the use of available technology such as drones, drumlines, and listening stations as the preferred shark mitigation measures, as an alternative to shark nets.***
- 2 Accepts the invitation to participate in a trial program.***
- 3 Notes research that shows that shark nets not effective in reducing risk of injury to humans from sharks.***
- 4 Calls on the NSW government to remove shark nets from all beaches and allocate resources to increased technology measures including additional drones, drumlines and listening stations to enhance public safety, while protecting marine life.***
- 5 Recommends that if the trial only allows nets to be removed from only one***

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

beach location, that the selection of the beach be referred to Department of Primary Industries (DPI) who are responsible for the management, evaluation, and implementation of the Shark Management Program.

- 6** *Recommends that any beach selection considers the current data from the DPI program, current technology in place, gaps in coverage, target and non-target marine life captured in nets, beach visitation and any additional risk factors.*
- 7** *Ensures that new technologies are made available and fully operational before any shark nets are removed.*
- 8** *Provides a report back to Councillors at the end of the trial, noting the effectiveness and any areas of improvement.*

CARRIED

FOR: UNANIMOUS

5.2 Water and Sewer Security of Critical Infrastructure - Annual Report 2025

9.43pm

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

761/25

That Council defer the consideration of Item 5.2 – Water and Sewer Security of Critical Infrastructure – Annual Report 2025 - to the ordinary meeting of Council to be held on Tuesday 22 September after Councillors have been provided a briefing.

COUNCILLOR MCNAMARA AND COUNCILLOR DANIELS LEFT THE MEETING AT 9:43PM AND AS A RESULT TOOK NO PART IN VOTING ON THIS ITEM.

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

AGAINST: CR NEAL

COUNCILLOR MCNAMARA RETURNED TO THE MEETING AT 9:45PM

5.3 Draft Code of Conduct, Code of Meeting Practice, and Public Forum Policy - For Adoption

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

762/25

That Council:

- 1** ***Adopts the Code of Conduct and Code of Meeting Practice as per Attachments 1 and 2, as placed on public exhibition and without further amendment.***
- 2** ***Adopts the Public Forum Policy, which has been amended to respond to public submissions, as per Attachment 3.***

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

**5.4 Statistical Reporting for Government Information (Public Access) Act 2009 -
1 July 2020 to 30 June 2025**

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

763/25

That Council notes the statistical reporting and annual reporting process of the formal Government Information (Public Access) applications within this report.

5.5 Draft Water and Sewer Concessions and Rebate Policy - For Adoption

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

764/25

That Council adopts the draft Water and Sewer Concessions and Rebate Policy.

5.6 Councillor Expenses and Facilities Report - 1 January 2025 to 30 June 2025

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

765/25

That Council notes the Councillors Expenses and Facilities report for the period from 1 January 2025 to 30 June 2025.

5.7 Community Support Grant Program - June 2025

9.45pm

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

766/25

That Council:

- 1 Allocates \$46,607.15 (inclusive of GST where applicable) from the 2025-26 grants budget to the Community Support Grant program for the month of June as outlined below and in Attachment 1.***

a) Central Coast Family History Society Incorporated - Premises Running and Maintenance Costs Subsidy including Rates Subsidy - \$1,941.81.

b) Jopuka Productions Incorporated - Getting Jopuka back to performing again - Relaunch Sequence - \$5,000.00.

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

- c) *Davistown Progress Association Incorporated - Rates Subsidy - \$1,190.88.*
- d) *Coast & Country Primary Care Limited - Mental Health Art Works - \$4,000.00.*
- e) *The Girl Guides Association of New South Wales - Archery Equipment - \$5,000.00.*
- f) *Central Coast Basketball Incorporated - Enhancing Game-Day Operations through iPad Technology - \$4,996.00.*
- g) *Central Coast Bonsai Club Incorporated - Assistance with Hall Rental for Classes and Workshops - \$2,300.00.*
- h) *Uniting (NSW ACT) - Kids Disco - \$1,754.00.*
- i) *SparkCC Incorporated - Makerspace Rent Subsidy - \$5,000.00.*
- j) *Lions Club of Gwandalan Lioness Incorporated - Defibrillator Maintenance - \$3,048.00.*
- k) *Surf Life Saving Central Coast Incorporated - Beach Ready Program - Swim School Engagement - \$4,895.00.*
- l) *Hardy's Bay Club Limited - Arts and Culture - \$1,519.99.*
- m) *Central Coast Kids in Need Incorporated - Adam (Molch) Hillier Surf Classic - \$1,510.00.*
- n) *New South Wales Flying Disc Association Incorporated - 2025 NSW Mixed Ultimate State Championships - \$4,451.47.*

2 Declines the following applications, for the reasons indicated in Attachment 1:

- a) *Mingaletta Aboriginal Torres Strait Islander Corporation - Keep Moving with Auntie Di - insufficient information to make an accurate assessment.*
- b) *Five-O-Plus Public Radio Association Incorporated - Tools and Equipment for Volunteer-Based Community Enterprise - application is ineligible.*
- c) *Central Coast Cycling Club Incorporated - Velodrome Training & Racing - application is ineligible.*
- d) *Sailability NSW Incorporated - Volunteer Assistance – more suitable grant program has been identified.*
- e) *Central Coast Highland Dancing Incorporated - The International Highland Dancing Championships - project is ineligible.*
- f) *The Trustee for Link To Us - Healing Hub: Weekly Drop-In Therapeutic Clinics for the Central Coast Community – applicant is ineligible.*
- g) *Australian Breastfeeding Association (NSW Branch) - Breastfeeding Support for the Central Coast - insufficient information to make an accurate assessment.*
- h) *Sohier Park Community Hall Incorporated - Sohier Park Community Hall Cool Room Upgrade – project is ineligible.*
- i) *Footprints Erina Limited - Tool and IT Equipment – application is ineligible.*

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

DEPUTY MAYOR EATON OAM AND COUNCILLOR NEAL LEFT THE MEETING AT 9:45PM DUE TO DECLARED INTEREST IN PART 1D ITEM 5.7 COMMUNITY SUPPORT GRANT PROGRAM – JUNE 2025 AND DID NOT TAKE PART IN VOTING ON THIS MATTER.

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

COUNCILLOR DANIELS RETURNED TO THE MEETING AT 9:46PM AND PARTICIPATED IN VOTING ON THIS ITEM.

CARRIED

FOR: UNANIMOUS

DEPUTY MAYOR EATON OAM AND COUNCILLOR NEAL RETURNED TO THE MEETING AT 9:46PM

NOTICES OF MOTIONS

6.1 Notice of Motion - Deputy Mayor - Extension of Term

9:47pm

Councillor McNamara withdrew the following Notice of Motion – Deputy Mayor – Extension of Term

"That Council alters resolution 363/24 brought before Council on 8 October 2024 to extend the term of the elected Deputy Mayor to 8 October 2026."

6.2 Notice of Motion - Reform of Council Meeting Structure and Frequency, and Dissolution of Standing Committees

9.47pm

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

That Council:

- 1 Dissolves all existing Standing Committees of Council, including:
 - a) Economic Development Committee,
 - b) Environment and Planning Committee,
 - c) Community and Culture Committee,
 - d) Infrastructure and assets Committee,
 - e) Governance and Finance Committee.
- 2 Adopts a new Council meeting structure comprising:
 - a) Two Ordinary Council Meetings per month, with attendance and full voting rights for all Councillors.
 - b) The first meeting to be scheduled for the second Tuesday of each month, dedicated to matters previously considered by:
 - i. the Environment and Planning Committee
 - ii. the Economic Development Committee; and
 - iii. on a rotating basis, either:
 - I) the Community and Culture portfolio,
 - II) the Infrastructure and Assets portfolio, or
 - III) the Governance and Finance portfolio.

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

- c) *The second meeting to be held on the last Tuesday of each month, to remain as the existing Ordinary Council Meeting.*
- d) *Both meetings are to be held in the Council Chambers and conducted as Ordinary Meetings of Council.*
- 3 *Requests the Chief Executive Officer to amend the Code of Meeting Practice, meeting schedule, and administrative processes to reflect this new structure commencing from the next available monthly cycle.*
- 4 *Directs the Chief Executive Officer to ensure that all Council business formerly dealt with in committees is now fully integrated into the business papers of the relevant monthly Council meetings, with clear and accessible itemisation to support community understanding.*
- 5 *Resolves that any existing or future Advisory Committees, Panels, or Sub-Committees are to become freestanding committees that report directly to full Council, with their minutes and recommendations to be submitted to Ordinary Meetings for consideration and decision.*
- 6 *Notes that other comparable NSW councils operate efficiently with two Council meetings per month, rather than multiple committee layers, and that Central Coast Council should adopt a similarly reformative and transparent approach to better serve its community.*

COUNCILLOR STANTON LEFT THE MEETING AT 9:47PM

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

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

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

COUNCILLOR STANTON RETURNED TO THE MEETING AT 9:57PM AND AS A RESULT DID NOT TAKE PART IN VOTING ON THIS ITEM

6.3 Notice of Motion - Establishment of a Mobile Food Vendor Registration and Booking System

9.57pm

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

767/25

That Council:

- 1 Investigates and develops an online registration system to be added to Council's official website, enabling mobile food vendors to register their interest in operating within the local government area.**
- 2 Implements an annual registration fee for local mobile food vendors, providing**

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

access to an online calendar booking system.

- 3 Ensures that all registrations require the submission of appropriate documentation, including but not limited to, a valid Australian Business Number (ABN), current food business licences, and up-to-date public liability insurance.**
- 4 Provides an additional option for non-local mobile food vendors to pay a one-off fee to access the booking system for short-term or single-day operations.**
- 5 Develops clear terms and conditions for the use of designated trading locations and booking system, ensuring fair access and compliance with Council regulations and relevant legislation.**
- 6 Finalises the local approvals policy to allow mobile food vans to trade from council land and road reserves**
- 7 Receives a report to the Economic Development Committee outlining the feasibility, estimated costs, required resources, timeframe for implementation, and any necessary policy amendments to deliver this initiative.**

CARRIED

FOR: UNANIMOUS

9:57pm

An extension of time for 30 minutes was *MOVED* by Mayor MCKINNA:

CARRIED

FOR: UNANIMOUS

6.4 Notice of Motion - Rocky Point Residents Cycleway Petition

10.05pm

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

768/25

That Council:

- 1 Receives the petition 'Revise the Rocky Point Cycle Way Plan to Protect Seabirds and Seagrass Habitat'.**
- 2 Includes this petition as part of its community consultation report when the Tuggerawong Pathway Stage 5 report is presented to council for its consideration.**

CARRIED

FOR: UNANIMOUS

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

6.5 Notice of Motion - Improving Pedestrian Safety at Copacabana Primary School

10:07pm

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

769/25

That Council:

- 1 Notes that an investigation of traffic and pedestrian conditions outside Copacabana Primary School will be undertaken focusing on short term traffic and safety improvements within approximately six (6) months.***
- 2 Notes improvements to the existing kiss and drop zone, parking signage and the practicality of the current bus zones will be considered as part of a further review and investigation, and notes there are no current plans for a pedestrian crossing along Pueblo Street.***
- 3 Notes nominations for the grant funding will be identified and submitted in accordance with the New South Wales Governments timeframes for lodgement of submissions under the 'Get NSW Active' program. It is anticipated that the 'Get NSW Active' grant funding program will be open for submissions in October 2025 for 2026-27 financial year.***
- 4 Notes that the mechanism to provide feedback on improving pedestrian safety at Copacabana Public School as part of the Walking and Cycling Strategy will be through consultation with the school, school community, Department of Education and interested parties. Community consultation will take place later this year.***

CARRIED

FOR: UNANIMOUS

6.6 Notice of Motion - Reconstruction Authority Responding to Coastal Erosion Emergency

7:33pm

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

That Council:

- 1 Notes that Council is able to request a Ministerial Authorisation, pursuant to Section 68, NSW Reconstruction Authority Act 2022, for development works via the Reconstruction Authority, in the circumstance where a Reconstruction Area has been declared.***

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

- a. *Reaffirms its position that while this is the relevant process, Council does not see further temporary works as being appropriate for Wamberal Beach and is instead focusing its efforts on medium-long term solutions.*
- 2 *Notes that a Ministerial Authorisation was granted for temporary emergency coastal protection works at The Entrance North, following an application from Council to the NSW Reconstruction Authority on the expectation that Council would complete its Coastal Management Programs expeditiously.*
- 3 *Notes, in regard to coastal protection works at Wamberal, Council's [insert name] consultant engineers have advised Council, only a terminal protective structure correctly designed in accordance with Council's Engineering Design Requirements can provide an acceptable level of further risk reduction to dwellings while improving and sustaining public beach amenity and public safety.*
- 4 *Notes, a Development Application for a Seawall solution at Wamberal is currently under consideration by the Regional Planning Panel and is yet to be determined.*
- 5 *Notes, that Council's draft "Open Coast Coastal Management Program" was placed on exhibition on 14 July until 25 August 2025 and is the appropriate framework through which permanent protection works should be considered*
- 6 *Directs the Chief Executive Officer to engage appropriately qualified consultants to develop, in consultation with private landowners, an alternative design for a medium/long term remediation works including sand nourishment underpinned with a rock revetment at Wamberal. This design should be in accordance with Council's Engineering Design Requirement and should offer protection from moderate-severe storm events. Work is to be funded from available funds in the Strategic Priorities Restrictions.*
 - a. *Consult with the community by way of a statistically valid survey to gauge community views on a sand covered revetment along Wamberal Beach to protect it against coastal erosion. The survey to be undertaken during the design phase.*
 - b. *Results of the survey be considered in the development of the design and that the survey results be reported back to Council .*
- 7 *Upon completion of the design (to be jointly approved by impacted landowners), directs the Chief Executive Officer to lodge a request for a Ministerial Authorisation for such works via a request to the Reconstruction Authority. Implementation of any approved works is to be undertaken at the expense of impacted landowners and in accordance with any conditions of consent.*
- 8 *Notes this design should be in accordance with Council's Engineering Design Requirement, the Coastal Management Framework and should offer protection from moderate-severe storm events. Work is to be funded from available funds in the Strategic Priorities Restrictions.*

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

- 9 *Directs the Chief Executive Officer as a priority to identify and include a long-term solution for Wamberal as part of the draft Coastal Management Program. Any identified solution should go through an appropriate period of public consultation before being submitted to the Minister for the Environment for certification.*

An extension of debate time was *MOVED* by Councillor MACGREGOR and *SECONDED* by Councillor WRIGHT:

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

AGAINST: CR MCNAMARA

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

That Council:

- 1 *Notes that Council is able to request a Ministerial Authorisation, pursuant to Section 68, NSW Reconstruction Authority Act 2022, for development works via the Reconstruction Authority, in the circumstance where a Reconstruction Area has been declared.*
- 2 *Notes that a Ministerial Authorisation was granted for temporary emergency coastal protection works at The Entrance North, following an application from Council to the NSW Reconstruction Authority on the expectation that Council would complete its Coastal Management Programs expeditiously.*
- 3 *Notes, in regard to coastal protection works at Wamberal, Council's consultant engineers [list name] have advised Council, only a terminal protective structure correctly designed in accordance with Council's Engineering Design Requirements can provide an acceptable level of further risk reduction to dwellings while improving and sustaining public beach amenity and public safety.*
- 4 *Notes, a Development Application for a Seawall solution at Wamberal is currently under consideration by the Regional Planning Panel and is yet to be determined.*
- 5 *Notes, that Council's draft "Open Coast Coastal Management Program" was placed on exhibition on 14 July until 25 August 2025 and is the appropriate framework through which permanent protection works should be considered.*
- 6 *Directs the Chief Executive Officer to engage appropriately qualified coastal engineers to develop, in consultation with all landowners, an alternative design for a temporary protection works at Wamberal. Work is to be funded from available funds in the Strategic Priorities Restrictions.*
- 7 *Upon completion of the design and costings (to be approved by all impacted landowners), directs the Chief Executive Officer to request for a Ministerial Authorisation for temporary protection works via a request to the NSW Reconstruction Authority. Implementation of any approved works is to be undertaken at the expense of impacted landowners and in accordance with any conditions of consent, temporary in nature until such time as council adopts an approved coastal management*

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

program.

- 8 Directs the Chief Executive Officer as a priority to identify and include a long-term solution for Wamberal as part of the draft Coastal Management Program. Any identified solution should go through an appropriate period of public consultation before being submitted to the Minister for the Environment for certification.

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

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

The amendment was LOST and debate resumed on the original motion

The Motion was put to the vote and declared LOST

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

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

At 8:19pm the Ordinary Meeting of Council was adjourned briefly to allow members of the public gallery who wished to leave the chamber to do so.
The meeting resumed at 8:25pm.

RESCISSION MOTIONS

7.1 Rescission Motion - Council Owned Land within the Gosford CBD

10.15pm

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

"That the following resolutions carried at the Ordinary Meeting of Council held on 23 July 2024 be rescinded:

250/24

*That the land included in the sale ("the Gosford CBD sites") to the Minister administering the TAFE Commission Act 1990 be reconfirmed as:
(b) 49-51 Mann Street Gosford (Lot 1 DP 251476 & Lot 1 DP 564021)*

253/24

That, if the contract of sale with the Minister administering the TAFE Commission Act 1990 is for any reason rescinded by either party before 31 July 2025, the CEO be authorised to invite open market offers for any or all of the Gosford CBD sites (via expression of Interest or via tender) in accord with Council's Land Transactions Policy.

DURING DISCUSSION COUNCILLOR NEAL DECLARED A PECUNIARY INTEREST IN THIS ITEM DUE TO HER SPOUSE'S INTEREST AND LEFT THE MEETING AT 10.21PM AND AS A RESULT DID NOT TAKE PART IN VOTING ON THIS ITEM.

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

The Motion was put to the vote and declared LOST

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

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

The Meeting closed at 10.28pm.

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

23 September 2025 Ordinary Council Meeting

Reference: F2025/00016 - D17059925



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 Council Officers reports in the agenda are adopted without discussion.

Item No: 1.4
Title: Notice of Intention to Deal with Matters in a Confidential Session
Department: Corporate Services Department

23 September 2025 Ordinary Council Meeting

Reference: F2025/00016 - D17059937



Summary

It is necessary for the Council to adopt a resolution to formalise its intention to deal with certain matters in a closed and confidential Session. The report is incorporated in the "Confidential" business paper which has been circulated.

The *Local Government Act 1993* requires the Chief Executive Officer to identify those matters listed on the business paper which may be categorised as confidential in terms of section 10A of the *Local Government Act 1993*. It is then a matter for Council to determine whether those matters will indeed be categorised as confidential.

Recommendation

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

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

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

Context

Section 10A of the *Local Government Act 1993* (the Act) states that a Council may close to the public so much of its meeting as comprises:

- 2(a) personnel matters concerning particular individuals (other than Councillors),*
- 2(b) the personal hardship of any resident or ratepayer,*
- 2(c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business,*
- 2(d) commercial information of a confidential nature that would, if disclosed:*
 - (i) prejudice the commercial position of the person who supplied it, or*
 - (ii) confer a commercial advantage on a competitor of the Council, or*
 - (iii) reveal a trade secret,*
- 2(e) information that would, if disclosed, prejudice the maintenance of law,*
- 2(f) matters affecting the security of the Council, Councillors, Council staff or Council property,*
- 2(g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege,*
- 2(h) information concerning the nature and location of a place or an item of Aboriginal significance on community land.*

Further, the Act provides that Council may also close to the public so much of its meeting as comprises a motion to close another part of the meeting to the public (section 10A(3))

As provided in the Office of Local Government Meetings Practice Note August 2009, it is a matter for the Council to decide whether a matter is to be discussed during the closed part of a meeting. The Council would be guided by whether the item is in a confidential business paper, however the Council can disagree with this assessment and discuss the matter in an open part of the meeting.

Item No: 2.1
Title: Local Surfer is a World Champion
Department: Councillor



23 September 2025 Ordinary Council Meeting

Reference: F2025/00016 - D17073571

Author: Mayor Lawrie McKinna

The Central Coast is incredibly proud to celebrate the achievements of 22-year-old Molly Picklum, a Gosford local who has just been crowned World Champion at the World Surf League Women's Championship Tour in Fiji on 2 September 2025!

Molly's phenomenal season included two event wins, two runner-up finishes, and three semifinals—leading the tour for most of the year. She now joins the ranks of Australia's surfing greats, becoming our newest World Champion since Stephanie Gilmore in 2022.

Growing up in Berkeley Vale and later joining the North Shelly Board Riders Club, Molly's journey has been nothing short of inspiring. From dominating the Pro Junior Series in 2019 to representing Australia at the 2024 Summer Olympics.

To achieve elite status like this takes hard work, determination, and a true passion for the sport.

When she isn't winning championships, Molly is inspiring a new generation of young surfers on the Central Coast to follow their dream.

On behalf of Council, I wholeheartedly congratulate Molly on this incredible achievement. She is a champion in the water and a role model for young surfers across the Central Coast.

I formally move that this Mayoral Minute be received.

Attachments

Nil.

Item No: 2.2
Title: Strategic Partnership: Central Coast and Lake Macquarie City Councils
Department: Councillor



23 September 2025 Ordinary Council Meeting

Reference: F2025/00016 - D17075340

Author: Mayor Lawrie McKinna

I formally acknowledge and endorse the establishment of a strategic partnership between Central Coast Council and Lake Macquarie City Council.

This partnership reflects our shared commitment to collaboration, innovation and delivering tangible outcomes for our communities. The agreement sets out a framework for ongoing cooperation across areas such as strategic planning, infrastructure delivery, joint advocacy and service improvements.

Together, our councils represent a combined population of nearly 600,000 people (350,000 in the Central Coast and 220,000 in Lake Macquarie), which is approximately 8% of the NSW population. This partnership provides a powerful platform for joint advocacy on issues of shared importance and significance. By aligning our efforts, we can more effectively represent our communities to NSW and Federal Governments, ensuring our collective voice is heard and our priorities are supported.

Key undertakings of the partnership include:

- Regular sharing of strategic priorities and project updates.
- Joint exploration of service efficiencies and infrastructure opportunities, especially in the growth areas along our Local Government Area boundaries.
- Biannual meetings of a Partnership Committee led by both Mayors and a Steering Group led by both Chief Executive Officers.

The partnership also provides a platform for joint action on regionally significant issues, including waste management, flood mitigation, planning and facility provision for the North-west Central Coast and South-west Lake Macquarie and for the North-east Central Coast and South-east Lake Macquarie, coastal erosion and coastal dredging programs.

Importantly, while this agreement is not legally binding, it represents a strong mutual commitment to work together in good faith, with respect and shared purpose.

I formally move that Council:

- 1 *Endorses the Partnership Agreement between Central Coast Council and Lake Macquarie City Council (Attachment 1).***
- 2 *Nominates the Central Coast Council Deputy Mayor to join the Partnership Committee.***
- 3 *Authorises the Mayor and Chief Executive Officer to execute the Partnership Agreement on behalf of Central Coast Council.***
- 4 *Commits to active participation in the Partnership Committee, Steering and Working Groups established under the agreement.***
- 5 *Requests regular updates to Council on progress and outcomes arising from the partnership.***

Attachments

- | | | |
|----------|--|-----------|
| 1 | 22 Sept - Draft Partnership Agreement - Lake Macquarie City Council
and Central Coast Council | D17078024 |
|----------|--|-----------|





Item No: 3.1
Title: Water and Sewer Security of Critical Infrastructure
- Annual Report 2025
Deferred from 26 August 2025 Ordinary Council Meeting
Department: Water and Sewer

23 September 2025 Ordinary Council Meeting

Reference: F2025/00016 - D17049184
Author: Andrew Webster, Team Leader Risk and Reporting
Manager: Krystie Bryant, Unit Manager Business Strategy and Performance
Executive: Jamie Loader, Director Water and Sewer

Recommendation

That Council endorses the content contained within this report and the confidential attachments, to form the basis of the Security of Critical Infrastructure Annual Report to be submitted to the Department of Home Affairs through their on-line platform.

Report purpose

To seek Council endorsement of the information required to be included in the mandated Annual Report, in accordance with Part 2A of the *Security of Critical Infrastructure Act 2018* (SOCi Act).

Executive Summary

Central Coast Council continues to make considerable progress in complying with the *Security of Critical Infrastructure Act 2018* (SOCi Act) by improving the Water and Sewer Critical Infrastructure Risk Management Program (CIRMP). Launched after the registration of Council's critical infrastructure assets with the Department of Home Affairs in October 2022, the CIRMP focuses on identifying and mitigating material risks to these assets.

Since its endorsement on 25 July 2023, the CIRMP has been actively implemented, guided by ISO 31000: Risk Management principles. The program covers hazards and risks relating to physical, cyber, personnel, and supply chain, ensuring a robust approach to protecting infrastructure. Oversight is provided by the Unit Manager Business Strategy and Performance, who reports directly to the Director Water and Sewer, ensuring continuous review and improvement.

The SOCI Act mandates an Annual Report to demonstrate that effective controls are in place to manage risks. This is an attestation that is completed online, and the information contained within the confidential attachment will form the detail of that attestation. This report highlights Council's risk management approach, which has fostered a more open and resilient operational culture. Council's SOCI risk maturity is currently assessed as 'developing', with work to date focusing on compliance, responding to reactive issues, developing the strategy and populating the structure to respond to that strategy. Several areas have increased in maturity over the last year including;

- Risk Appetite,
- Risk Culture,
- Risk Monitoring and Reporting, and
- Resourcing and Capabilities.

No significant incidents or hazards were reported during the 2024-25 period that affected the Water and Sewer assets' availability, integrity, reliability, or confidentiality. Council will continue to further strengthen its risk management capabilities and enhance the security of its critical infrastructure, as the CIRMP continues to mature and embed within the business.

Background

On 7 October 2022, Central Coast Council lodged a Direct Interest Holder of a Critical Infrastructure Asset Registration with the Department of Home Affairs for Water and Sewer critical infrastructure assets. Since registration, Council allocated resources and budget to commission the design and development of the Water and Sewer Critical Infrastructure Risk Management Program (CIRMP).

By establishing the CIRMP, Council has formalised its commitment to develop and maintain a program to identify 'material risk' of a 'hazard' occurring which could have a relevant impact on critical water and sewer assets. The program is designed to reduce material risk and the relevant impact of realised incidents.

The CIRMP covers all water and sewer assets including, but not limited to:

- Dams
- Weirs
- Water Treatment Plants
- Sewer Treatment Plants
- Reservoirs
- Pump Stations
- Bores
- Pipes and Tunnels
- Radio Transmission Towers
- Administration buildings and Depots.

**3.1 Water and Sewer Security of Critical Infrastructure - Annual Report
2025
Deferred from 26 August 2025 Ordinary Council Meeting (cont'd)**

Under Part 2A of the *Security of Critical Infrastructure Act 2018* (SOCi Act) Central Coast Council is required to submit an Annual Report relating to its Risk Management Program to the relevant Regulator within 90 days of the end of the relevant financial year. The Council must approve the Annual Report.

The Annual Report includes a list of prescribed questions which are addressed in the confidential attachments.

Current Status

Council endorsed the CIRMP at its meeting of 25 July 2023 and since that time, further work has been undertaken to implement, embed and improve the actions within that program. It is reviewed annually in line with legislative requirements.

Report

The Annual Report assists to provide assurance to the Department of Home Affairs that reasonable controls are in place and work is occurring to actively manage the material risk and vulnerabilities relevant to Council's Water and Sewer assets.

The specific questions requiring response within the Annual Report and the associated details are provided in the confidential attachments.

Stakeholder Engagement

The Executive Leadership Team have been briefed on the elements contained within the Annual Report.

Financial Considerations

Financial Year (FY) Implications.

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

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

The FY adopted budget includes funding for this proposal.

Budget has been allocated to establish the SOCi function within Water and Sewer and the associated CIRMP. Future resource and budget requirements will continue to be developed as the program matures, and this will be considered as part of the annual budget management process.

Link to Community Strategic Plan

Our Place

The levers that help our people to live, move and enjoy their life on the Central Coast.

Goal

PL2: Sustainable and accessible infrastructure to support a growing community.

Strategy

PL2.1: Plan, deliver and maintain essential infrastructure such as roads, drainage, stormwater management, sewage treatment, water supply, and telecommunications.

Risk Management

Completion of the Annual Report allows Council to maintain its compliance with the *Security of Critical Infrastructure Act 2018* and associated Rules.

Critical Dates or Timeframes

The Annual Report must be completed within 90 Days after the end of each financial year, meaning the deadline to complete this report is the 30 September 2025.

Attachments

1	Confidential - 2025 SOCI Annual Attestation Fields -	Provided Under Separate Cover	D17009001
2	Confidential - Water and Sewer Security of Critical Infrastructure -	Provided Under Separate Cover	D17019364

Item No: 4.1
Title: Monthly Investment Report August 2025
Department: Corporate Services



23 September 2025 Ordinary Council Meeting

Reference: F2025/00016 - D17057724
Author: Michelle Best, Section Manager Financial Accounting and Assets
Manager: Emma Galea, Chief Financial Officer
Executive: Marissa Racomelara, Acting Chief Executive Officer

Recommendation

That Council:

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

Report purpose

To present the monthly Investment Report for August 2025.

Executive Summary

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

Background

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

(1) The Responsible Accounting Officer of a Council

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

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

Certification

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

Emma Galea, Responsible Accounting Officer

Report

Council's cash and investment portfolio totalled \$852.53M as at 31 August 2025. A listing of investments is attached as (Attachment 1) to this report.

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

As at 31 August 2025 Council's ESG investments comprised 1.92% or \$15M of the total investments portfolio. It is noted that additional investments satisfying ESG criteria were placed in early September 2025 and will be included in the September 2025 Investment report.

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

Type	Carrying Value (\$'000)
Investment Portfolio:	
At Call Account	\$28,398
Floating Bonds	\$5,000
Fixed Rate Bonds	\$38,630
Floating Rate Notes	\$450,140
Term Deposits	\$260,000
Transactional accounts and cash in hand	\$70,362
Total	\$852,531

During August 2025, Council's total cash and investments increased by \$36.4M partly due the first rates instalment being due on 31 August 2025. During the month, the net amount in investments decreased by \$20M. The increase of \$56.4M in transactional accounts and cash during the month represents the net impact of the investment maturities, payments made, and income received from other sources. Additional investments were placed very early in the month of September 2025 to capture rate payments that continued to flow in after the end of August 2025.

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

Table 2 - Council's Portfolio by Fund

Fund	General Fund	Drainage Fund	General Fund Consolidated with Drainage Fund	Domestic Waste Fund	Water and Sewer Fund
	(\$'000)	(\$'000)	(\$'000)	(\$'000)	(\$'000)
External Restricted Cash	242,232	41,271	283,503		
Internal Restricted Cash	164,566	22	164,588		
Total Restricted Cash	406,798	41,293	448,091	122,892	206,074
Unrestricted Cash	113,441	-37,967	75,474		
Total Cash	520,239	3,326	523,565	122,892	206,074

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

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

As has been reported each month, Council is managing the ongoing negative unrestricted funds balance in the Drainage Fund through its consolidation with the General Fund.

Portfolio Management

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

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

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

	2025-26 YTD Actuals (\$'000)
Opening Balance	856,979
Net Movement	(74,811)
Closing balance	782,168

Net movement includes maturities and new investments.

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

Table 4 - Investment Maturities

Time Horizon	Percentage Holdings	Maturity on or before	Value \$'000
At Call	3.63%	Immediate	28,398
Investments			
0 - 3 months	12.19%	Nov-2025	95,380
4 - 6 months	17.81%	Feb-2026	139,300
7 - 12 months	10.68%	Aug-2026	83,500
1 - 2 years	23.46%	Aug-2027	183,500
2 - 3 years	11.97%	Aug-2028	93,600
3 - 4 years	8.12%	Aug-2029	63,490
4 - 5 years	12.15%	Aug-2030	95,000
Total Investments	96.37%		753,770
Total Portfolio	100.00%		782,168

Portfolio Performance

The Reserve Bank of Australia (RBA) cut the cash rate from 3.85% to 3.60% in August 2025.

Investments are made within Council policy and at the best rates available at the time of placement. Interest rates on investments in the month, ranged from 1.40% to 6.40%.

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

Table 5 – Investment returns

	Weighted running yield	RBA Cash Rate	BBSW benchmark
August 2025	4.67%	3.60%	3.58%

Table 6 – Performance Statistics

	1 Month	3 Month	12 Month	Since Inception
Portfolio Return ¹	0.43%	1.24%	5.18%	2.87%
Performance Index ²	0.32%	0.94%	4.25%	2.51%
Excess Performance	0.11%	0.30%	0.93%	0.36%

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

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

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

A market update and further insights regarding the wider economic environment impacting the performance of the investment portfolio currently and projected, is provided in (Attachment 3) to this report.

Table 7 – Policy Compliance – Credit Rating

Credit Rating Group	% of portfolio	Policy Limit	
BBB	36.14%	45.0%	✓
A	41.64%	70.0%	✓
AA	22.22%	100.0%	✓
AAA	0.0%	100.0%	✓
	100%		

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

Table 8 – Policy Compliance – Terms

Term	% of portfolio *	Policy Limit	
Cash At Call	3.63%		
Less than 1 year	40.68%	100%	✓
Between 1 and 3 years	35.43%	70%	✓
Between 3 and 5 years	20.26%	40%	✓
Over 5 years	0.00%	5%	✓
	100%		

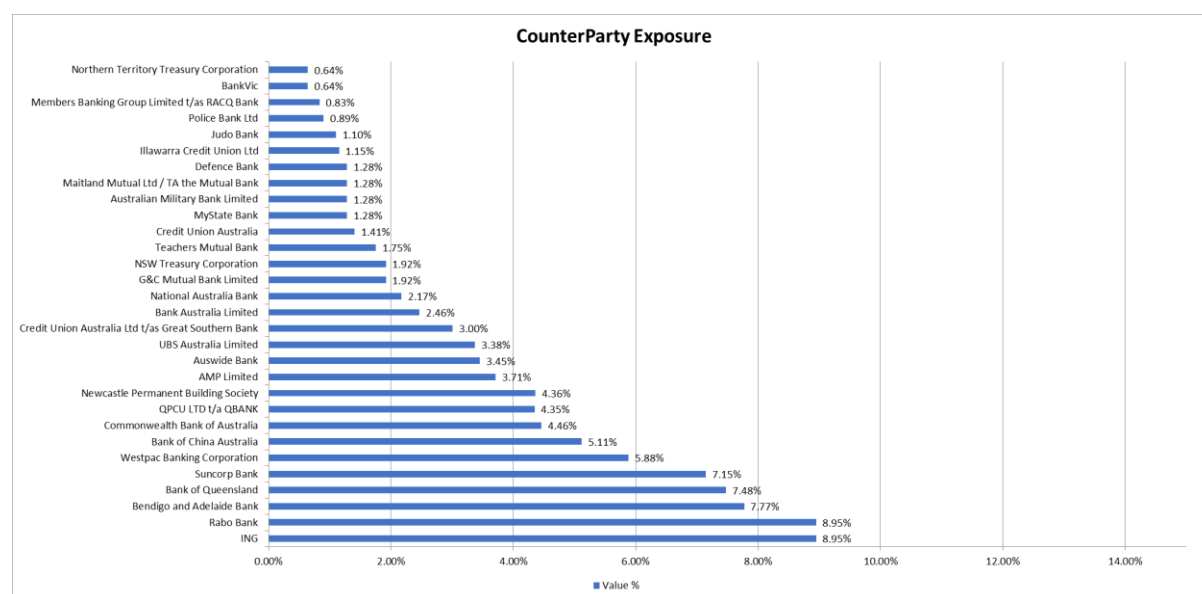
*Based on face value

✓ compliant

× non-compliant

Graph 1 – Counter Party Exposure

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



Stakeholder Engagement

Nil.

Financial Considerations

Financial Year (FY) Implications

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

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

The FY adopted budget includes the impact for this proposal.

Link to Community Strategic Plan

Our Leadership - The systems, processes and partnerships that ensure genuine community participation, financial stewardship and excellent service deliver to our community.

Goal

LE1: Good governance, strong partnerships, and a transparent Council.

Strategy

LE1.1: Ensure Council is financially sustainable and provides transparent and accountable reporting and audit process.

LE1.2: Adhere to regulatory and compliance activities for community benefit and to drive a well-functioning organisation.

Risk Management

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

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

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

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

Critical Dates or Timeframes

Nil.

Attachments

1	Summary of Investments as at 31 August 2025	Provided Under Separate Cover	D17066766
2	Summary of Restrictions as at 31 August 2025	Provided Under Separate Cover	D17066328
3	Portfolio Valuation Report as at 31 August 2025	Provided Under Separate Cover	D17066325
4	Investment Commentary August	Provided Under Separate Cover	D17072528

Item No: 4.2
Title: Monthly Finance Report August 2025 and FY2024-25 Results
Department: Corporate Services



23 September 2025 Ordinary Council Meeting

Reference: F2025/00016 - D17075264
Author: Sebastian Yule, Section Manager, Financial Planning and Business Support
Manager: Emma Galea, Chief Financial Officer
Executive: Marissa Racomelara, Acting Chief Executive Officer

Recommendation

That Council receives the Monthly Financial Report – August 2025

Report purpose

To present to Council the monthly financial report for August 2025. This report also includes a final update on the 2024-25 FY results and variance from the 2024-25 FY Budget.

Executive Summary

For 2025-26 FY Council has budgeted, on a consolidated basis, an adopted operating surplus before capital income of \$9.8M. As at 31 August 2025, Council has an operating deficit of \$4.7M, compared to a YTD budgeted operating deficit of \$13.9M.

The budgeted net operating position will fluctuate throughout the financial year, reflecting timing of income and expenditure. In the first half of financial year, Council's original budgeted operating position will remain as a deficit, mainly due to timing of approximately half of the Financial Assistance Grant advance payment budget (\$16.8M) currently phased in June 2026 based on past advance payment experience. These budget assumptions will be reviewed closely as part of the September 2025 Quarterly Budget Review process.

The YTD favourable variance of \$9.3M represents 1% of Council's gross annual operating expenditure budget of \$885.4M.

As at the end of the reporting period, there are no concerns regarding Council's performance against the adopted budget as variances are within acceptable thresholds. Based on financial performance as at the end of the reporting period, and anticipated delivery of the Operational Plan actions, Council is tracking close to budgeted operating position.

As part of Council's financial management framework, actual results for income and expenditure, against the amounts estimated for the reporting period, are monitored monthly. Reasons for significant variations, as well as any mitigation measures required are identified and actioned through the Quarterly Budget Review process.

The content of the monthly financial report will continue to be reviewed to focus on matters of importance to Council and the community, and to align with relevant mandated reporting requirements.

Background

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

Report

FY2025-26 Year to Date Summary- August

Consolidated Operating Statement

As at 31 August 2025, Council has a consolidated net operating deficit of \$4.7M, before capital income, which is favourable to YTD budget by \$9.3M. The overall variance is predominantly driven by a YTD favourable variance in operating expenses, being a favourable YTD variance of \$7.1M (6% of YTD operating expenses budget) and a YTD favourable variance in operating income against budget of \$2.2M (2% of YTD operating income budget).

Whilst YTD income is within 5% variance compared to YTD Budget, YTD expenditure is slightly outside this threshold, and the reasons are discussed in detail under variance analysis.

The net operating deficit including capital income is \$0.6M which is favourable to YTD budget by \$6.7M.

Most YTD Budget variances reported as at 31 August 2025 are deemed to be predominantly timing. It is noted that all timing and true variances identified will be addressed as part of September 2025 Quarterly Budget Review (QBR) process. It is further noted that the risk associated of not receiving the budgeted Financial Assistance Grant advance payment at the end of current financial year will also be closely reviewed as part of this review.

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

<div>Consolidated</div> <div>Operating Statement</div> <div>August 2025</div> <div>Central Coast Council</div>							
	2024-25 Actuals	Original Budget	FULL YEAR Budget	YTD Budget	YTD Actuals	YTD Variance (excluding commitments)	YTD Variance (excluding commitments)
	\$'000	\$'000		\$'000	\$'000	\$'000	%
Operating Income							
Rates and Annual Charges	459,605	483,772	483,772	70,349	70,250	(100)	0%
User Charges and Fees	181,232	189,240	189,240	8,277	9,865	1,587	19%
Other Revenue	21,111	18,131	18,131	1,761	2,737	976	55%
Interest	45,062	40,975	40,975	2,487	2,395	(92)	4%
Grants and Contributions	44,393	44,993	44,993	7,246	7,107	(139)	2%
Gain on Disposal	1,428	1,000	1,000	-	278	278	100%
Other Income	11,276	11,231	11,231	2,709	2,852	143	5%
Internal Revenue	108,577	105,794	105,794	16,559	16,055	(503)	3%
Total Income attributable to Operations	872,685	895,136	895,136	109,389	111,538	2,150	2%
Operating Expenses							
Employee Costs	225,356	234,265	234,265	40,150	36,004	4,147	10%
Borrowing Costs	13,214	14,069	14,069	328	312	16	5%
Materials and Services	240,236	256,748	256,748	30,204	26,585	3,619	12%
Depreciation and Amortisation	211,448	228,071	228,071	36,635	37,612	(977)	3%
Other Expenses	46,109	52,794	52,794	810	317	493	61%
Loss on Disposal	9,410	3,500	3,500	-	234	(234)	100%
Internal Expenses	98,414	95,920	95,920	15,201	15,162	38	0%
Overheads	-	-	-	0	-	0	100%
Total Expenses attributable to Operations	844,186	885,367	885,367	123,328	116,226	7,102	6%
Operating Result after Overheads and before Capital Amounts	28,499	9,769	9,769	(13,939)	(4,687)	9,251	66%
Capital Grants	78,236	75,015	75,015	4,273	1,919	(2,354)	55%
Capital Contributions	51,222	29,748	29,748	2,417	2,198	(219)	9%
Grants and Contributions Capital Received	129,459	104,764	104,764	6,691	4,117	(2,574)	38%
Net Operating Result	157,958	114,532	114,532	(7,248)	(570)	6,678	92%

Variance analysis of the consolidated operating result is as follows:

Key Variances from Operating Income YTD

Timing variances

- Water and Sewer user charges - \$2.1M favourable
- Waste Management Facility gate fees - \$1.1M unfavourable
- Parking and other fines – \$0.4M favourable
- Sports ground fees - \$0.2M favourable
- Bus shelter and illuminated street signage fees - \$0.2M favourable
- Internal Tipping Income - \$0.4M unfavourable

True variances

- Legal and insurance cost recoveries - \$0.4M favourable
- Gain on Disposal (Plant & Fleet) - \$0.3M favourable

Key Variances from Operating Expenditure YTD

Timing variances

- Employee Costs - \$4.1M favourable
 - Favourable variance is due to an additional week of salaries and wages budgeted at the end of August YTD, compared to actual number of weeks paid within the same period. Taking this into account, there are no major concerns with this budget as at the end of the reporting period.
- Materials and Services -\$3.6M favourable
 - Waste and Resource Recovery - \$3.7M favourable
 - Development Assessment - \$0.9M favourable
 - Commercial Property - \$0.5M favourable
 - Water and Sewer (operating projects, software licence renewals and contract payments)- \$1.9M unfavourable
- Depreciation (Various Assets) - \$1.0M unfavourable
 - Full year depreciation budget remains adequate at the time of this report, however, it will be monitored during the year and budget phasing assumptions will be reviewed and updated as part of September Quarterly Budget Review.
- Loss on Disposal - \$0.2M unfavourable
- Other Expenses - \$0.5M favourable
 - EPA levy \$0.2M and community grants \$0.2M

True variances

- Materials and Services
 - Governance Risk & Legal (mainly insurance less than budgeted for the period) - \$0.5M favourable

Key Variances from Capital Grants and Contributions YTD

Timing variances

- Capital Grants - \$2.4M unfavourable
- Capital Contributions - \$0.2M unfavourable

Financial Performance by Fund

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

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

Total General (+Drainage & Waste) Fund Operating Statement August 2025							
	PRIOR YEAR Actuals	Original Budget	FULL YEAR Budget	YTD Budget	YTD Actuals	YTD Variance (excluding commitments)	YTD Variance (excluding commitments)
	\$'000	\$'000		\$'000	\$'000	\$'000	%
Operating Income							
Rates and Annual Charges	329,283	346,440	346,440	56,754	56,624	(130)	0%
User Charges and Fees	84,512	91,275	91,275	12,313	11,800	(513)	4%
Other Revenue	20,276	18,131	18,131	1,761	2,601	839	48%
Interest	32,670	30,667	30,667	1,919	1,705	(214)	11%
Grants and Contributions	44,247	44,993	44,993	7,246	7,054	(191)	3%
Gain on Disposal	1,428	1,000	1,000	-	278	278	100%
Other Income	11,276	11,231	11,231	2,709	2,852	143	5%
Internal Revenue	104,259	101,361	101,361	16,494	15,999	(495)	3%
Total Income attributable to Operations	627,950	645,098	645,098	99,196	98,912	(283)	0%
Operating Expenses							
Employee Costs	181,667	188,362	188,362	31,859	28,573	3,286	10%
Borrowing Costs	4,780	4,314	4,314	64	58	6	9%
Materials and Services	188,759	199,441	199,441	24,902	19,369	5,533	22%
Depreciation and Amortisation	125,130	133,183	133,183	22,201	23,148	(947)	4%
Other Expenses	45,551	52,794	52,794	810	317	493	61%
Loss on Disposal	6,475	2,000	2,000	-	234	(234)	100%
Internal Expenses	80,415	82,396	82,396	12,857	12,438	419	3%
Overheads	(27,456)	(26,889)	(26,889)	(4,481)	(4,482)	0	0%
Total Expenses attributable to Operations	605,322	635,602	635,602	88,212	79,656	8,556	10%
Operating Result after Overheads and before Capital Amounts	22,629	9,496	9,496	10,984	19,257	8,273	75%
Capital Grants	66,948	57,556	57,556	3,442	1,043	(2,399)	70%
Capital Contributions	39,547	22,662	22,662	1,236	1,183	(53)	4%
Grants and Contributions Capital Received	106,495	80,218	80,218	4,678	2,227	(2,451)	52%
Net Operating Result	129,124	89,714	89,714	15,662	21,483	5,821	37%

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

<div> <div>Total Water & Sewer Fund</div> <div>Operating Statement</div> <div>August 2025</div> <div>Central Coast Council</div> </div>							
	PRIOR YEAR Actuals	Original Budget	FULL YEAR Budget	YTD Budget	YTD Actuals	YTD Variance (excluding commitments)	YTD Variance (excluding commitments)
	\$'000	\$'000		\$'000	\$'000	\$'000	%
Operating Income							
Rates and Annual Charges	130,323	137,332	137,332	13,595	13,626	30	0%
User Charges and Fees	96,720	97,965	97,965	(4,035)	(1,935)	2,100	52%
Other Revenue	835	-	-	-	136	136	100%
Interest	12,392	10,308	10,308	568	690	122	21%
Grants and Contributions	146	-	-	-	53	53	100%
Gain on Disposal	-	-	-	-	-	-	100%
Other Income	-	-	-	-	-	-	100%
Internal Revenue	4,319	4,433	4,433	65	56	(9)	13%
Total Income attributable to Operations	244,735	250,038	250,038	10,193	12,626	2,433	24%
Operating Expenses							
Employee Costs	43,689	45,903	45,903	8,291	7,431	860	10%
Borrowing Costs	8,433	9,755	9,755	264	253	10	4%
Materials and Services	51,477	57,307	57,307	5,302	7,216	(1,914)	36%
Depreciation and Amortisation	86,318	94,887	94,887	14,434	14,464	(30)	0%
Other Expenses	558	-	-	-	-	-	100%
Loss on Disposal	2,935	1,500	1,500	-	-	-	100%
Internal Expenses	17,998	13,524	13,524	2,343	2,724	(381)	16%
Overheads	27,456	26,889	26,889	4,482	4,482	-	0%
Total Expenses attributable to Operations	238,865	249,765	249,765	35,116	36,570	(1,454)	4%
Operating Result after Overheads and before Capital Amounts	5,870	273	273	(24,923)	(23,944)	979	4%
Capital Grants	11,288	17,459	17,459	831	876	44	5%
Capital Contributions	11,675	7,086	7,086	1,181	1,014	(167)	14%
Grants and Contributions Capital Received	22,963	24,545	24,545	2,013	1,890	(122)	6%
Net Operating Result	28,834	24,818	24,818	(22,910)	(22,054)	857	4%

Cash and Investments

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

Loans

As at 31 August 2025 Council has borrowings totalling \$209.3M, across all Funds and including the remaining Emergency Loan that is due to be fully paid in November 2025.

Table 4 – Outstanding loan borrowings by Fund – August 2025

Fund	General Fund (\$'000)	Drainage Fund (\$'000)	General Fund Consolidated with Drainage Fund (\$'000)	Water and Sewer Fund (\$'000)
External loans – current	4,080	1,328	5,408	27,135
External loans - non current (excluding emergency loan)	8,791	4,964	13,755	128,817
Emergency loan	34,168	0	34,168	0
Total external loans	47,039	6,292	53,331	155,952

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

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

General Fund Debt

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

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

During the month of August 2025, a repayment of \$0.3M was made against the emergency loan, reducing the balance to \$34.2M as at the end of this reporting period.

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

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

Capital Works

For 2025-26, Council has a FY capital budget of \$320.1M. As at 31 August 2025 capital expenditure is \$26.8M against a YTD budget of \$32.9M for the same period. Commitments (approved purchase orders to external suppliers) of \$72.0M have been raised for delivery this year.

Delivery of works is impacted by a number of factors including inclement weather conditions including natural disasters, availability of suppliers, and any required planning and approval processes.

The current expenditure against budget indicates that delivery of works is tracking behind the budget. During the September QBR, these budget assumptions will be closely reviewed together with capital carryovers from 2024-25 to ensure that Council's overall capital works program remains within the organisation's capacity to resource and deliver the adopted Operational Plan.

Table 5 – Capital Expenditure – August 2025

Department	Original Budget	FULL YEAR Budget	YTD Budgets	YTD Actuals	Current FY Commitments	YTD Variance * (excluding commitments)	YTD Variance % (excluding commitments)
	\$ 000s	\$ 000s	\$ 000s	\$ 000s	\$ 000s	\$ 000s	%
01. Office of the Chief Executive Officer	-	-	-	-	-	-	-
02. Community and Recreation Services	33,328	33,328	2,786	2,049	6,377	(737)	(26%)
03. Infrastructure Services	122,122	122,122	12,666	11,347	17,177	(1,319)	(10%)
04. Water and Sewer	132,192	132,192	13,779	11,268	33,702	(2,511)	(18%)
05. Environment and Planning	11,641	11,641	521	357	3,962	(164)	(32%)
06. Corporate Services	20,828	20,828	3,113	1,752	10,815	(1,360)	(44%)
Total	320,111	320,111	32,865	26,773	72,033	(6,092)	(19%)

* Negative variance denotes an underspend in capital budget

Figure 1 – Capital Expenditure by Directorate

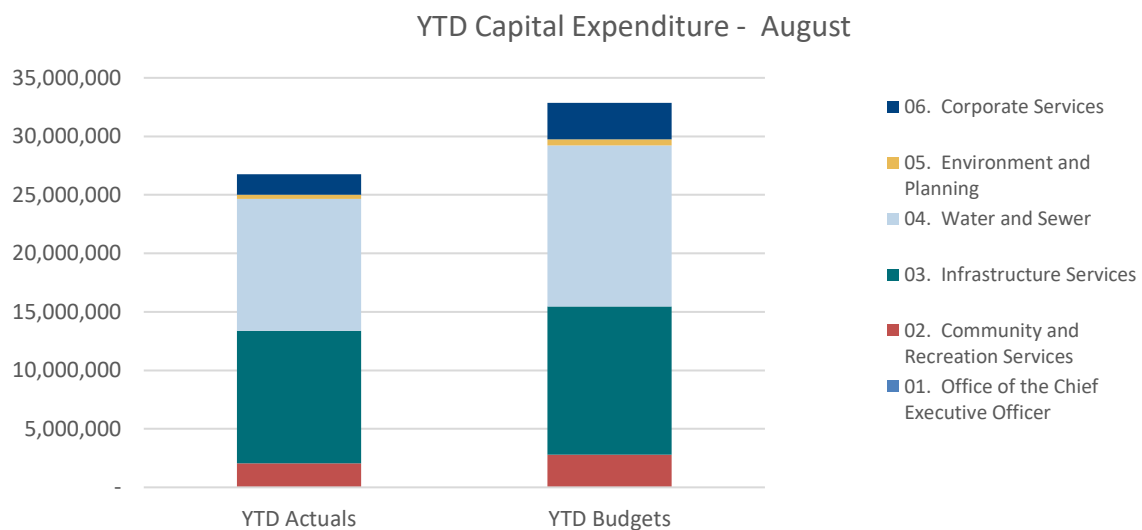
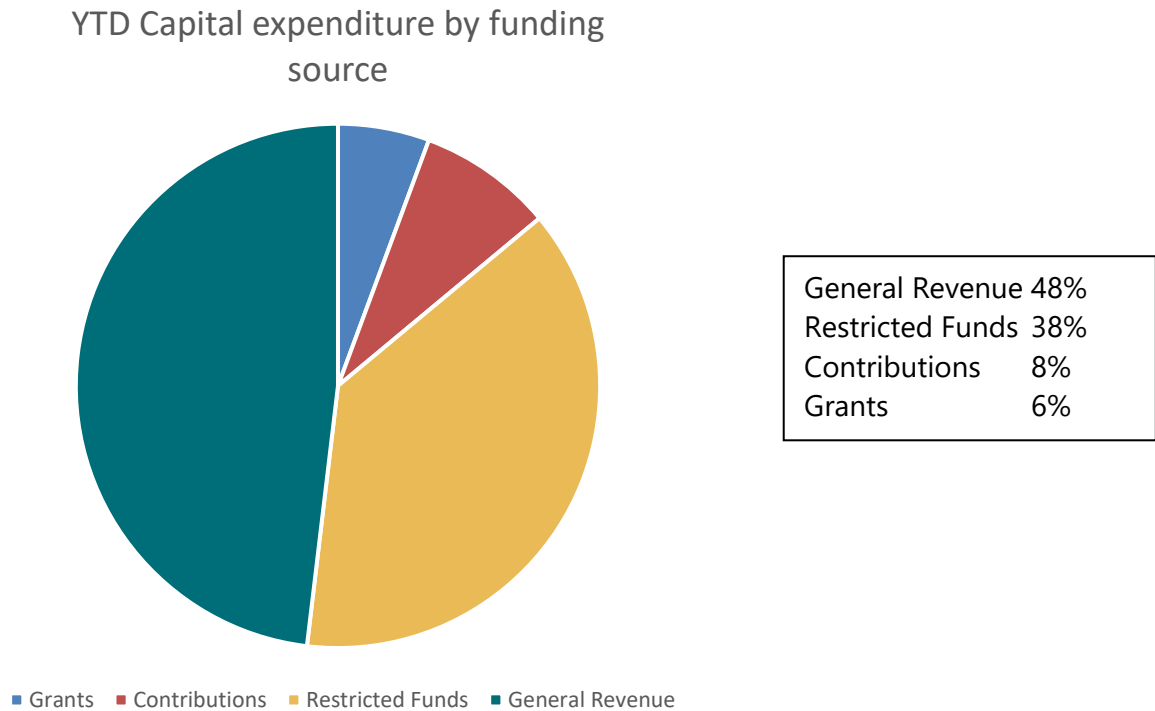


Figure 2 – Capital Expenditure by Funding Source**2024-25 FY results – Variance Review**

Included in this business paper is a report regarding the 2024-25 FY Unaudited Financial Statements. The report provides details on the actual results compared to original budget. The Financial Statements do not include an analysis of variances from the adopted budget (Q3 budget). Below is a outline of the actual results compared to the adopted 2024-25 FY Budget and a summary of major variances.

For the FY 2024-25 Council has performed less favourable than budgeted, achieving a consolidated net operating surplus of \$28.5M, before capital income, compared to an adopted full year budget of \$37.9M. The result is subject to audit by the NSW Audit Office.

Variance to Budget by Fund:

- General Fund (incl. Drainage & Domestic Waste) - net operating surplus of \$22.6M vs full year budget surplus of \$24.5M - Unfavourable variance \$1.8M
- Water & Sewer - net operating surplus of \$5.9M vs full year budget surplus of \$13.4M - Unfavourable variance \$7.6M

High level variance analysis, highlighting some contributing items:

Operating Revenue – Main variances

User Charges and Fees - \$2.6M Favourable to FY Budget

- Waste Management Facility fees - \$1.0M favourable
- Holiday Parks - \$0.9M favourable
- Restorations and Road Maintenance Contract fees - \$0.8M favourable (partly offset by expense variance)

Operating Grants - \$9.7M Unfavourable

- Mainly Financial Assistance Grant reduction of advance payment \$10.1M partly offset by more than budgeted operating grants across the Council.

Other Revenue - \$1.2M Favourable to FY Budget

- Unrealised gains on investments - \$1.0M favourable

Operating Expenses – Main variances

Employee Cost \$6.8M Unfavourable

- More than budgeted employee cost related provisions movement - \$2.0M unfavourable
- Less than budgeted capitalised wages - \$2.1M unfavourable
- Actual savings from vacancy turnarounds less than anticipated - \$1.3M unfavourable
- More than budgeted overtime - \$1.2M unfavourable due to accelerated and brought forward works mainly in Water and Sewer and unbudgeted events such as storms

Materials and Services \$8.9M Favourable

- Favourable movement of waste facility remediation provision - \$2.4M favourable
- Information and Technology expenses - \$2.3M favourable (timing)
- Election cost savings - \$0.9m favourable
- Less than budgeted legal expenses - \$0.5m favourable
- Other various favourable variances across the Council

Other expenses \$3.1M Favourable

- Reduction of doubtful debt provision \$3.3M favourable
- Less than budgeted EPA levy - \$0.5M favourable
- More than budgeted fair value decrement on investments - \$0.7M unfavourable

Loss on disposal \$7.5M Unfavourable

- \$2.7M in water & sewer due to remaining useful life of assets replaced as part of scheduled replacement programs
- \$2.4M in buildings, furniture & fittings mainly related to Wyong admin building fit out
- \$1.9M in roads mainly related to unidentified road assets write off

Depreciation and amortisation \$1.2M Unfavourable

- Mainly related to accelerated depreciation Wyong admin building fit out of \$1.5M

Stakeholder Engagement

The annual budget is formulated in response to community engagement regarding desired service provision and forms part of the Resourcing Strategy to support the implementation of the Operational Plan. Monthly financial reports do not require further consultation.

Financial ConsiderationsFinancial Year (FY) Implications.

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

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

The FY adopted budget includes funding for this proposal.

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

Link to Community Strategic Plan

Our Leadership - The systems, processes and partnerships that ensure genuine community participation, financial stewardship and excellent service deliver to our community.

Goal - LE1: Good governance, strong partnerships, and a transparent Council.

Strategy - LE1.1: Ensure Council is financially sustainable and provides transparent and accountable reporting and audit process.

Risk Management

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

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

Critical Dates or Timeframes

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

Attachments

Nil.

Item No: 5.1
Title: Environment and Planning Committee - Minutes and Recommendations - September 2025
Department: Environment and Planning



23 September 2025 Ordinary Council Meeting

Reference: F2025/00016 - D17066393

Executive: Luke Nicholls, Director Environment and Planning

Recommendation

That Council:

- 1 Receives and notes the minutes of the Environment and Planning Committee meeting held 2 September 2025.***
- 2 Adopts the recommendations of the Environment and Planning Committee in the below resolutions.***

EPC63/25 - Mountain Road Precinct

That Council:

- I. Investigates the following in the 2025-26 Financial Year:***
 - a) Preparation of an Infrastructure Implementation Plan for the Mountain Road Precinct.***
 - b) Local Infrastructure Contribution requirements for the Mountain Road Precinct, including review of road designs for Mountain Road.***
 - c) Funding options with Transport for NSW and landowners/developers for upgrades to the intersections at Mountain Road/Sparks Road and Albert Warner Drive/Sparks Road.***
 - d) Review planning controls and investigate preparation of a Mountain Road Development Control Plan Chapter.***
 - e) Review of the draft Central Coast Strategic Conservation Plan being prepared by the Department of Planning Housing and Infrastructure (once available) to determine the impact it will have on proposed development within the precinct.***
 - f) Completion of a Road Safety Audit for Mountain Road.***
- II. Facilitates a Workshop between Transport for NSW, Department of Planning, Housing and Infrastructure, Council and landowners/developers for agreement for funding of upgrades to intersections at Mountain Road/Sparks Road and Albert Warner Drive/Sparks Road and a timeline for their delivery.***

- III. Facilitates a Workshop between Department of Climate Change, Energy, the Environment and Water, Department of Planning Housing and Infrastructure, Council and Landowner/Developers to determine a path for Biodiversity Certification for the site, should the Central Coast Strategic Conservation Plan not provide a suitable outcome for the precinct.***
- IV. Prepares and exhibits a Section 7.11 Local Infrastructure Contribution Plan for the Mountain Road Precinct.***
- V. Prepares and exhibits a Development Control Plan Chapter for the Mountain Road Precinct.***
- VI. Provides a report on the outcomes of the consultation process for the Mountain Road Precinct draft Section 7.11 local Infrastructure Contribution Plan and draft Mountain Road Precinct draft Development Control Chapter be reported to the Environment and Planning Committee.***
- VII. Endorses the Environment and Planning Committee to seek a briefing from the Department of Planning Housing and Infrastructure on the draft Central Coast Strategic Conservation Plan.***
- VIII. Requests the Chief Executive Officer to write to Transport for NSW and Department of Planning Housing and Infrastructure requesting urgent funding and acceleration of a solution to the State infrastructure issues in the Mountain Road Precinct and a briefing to this committee and the Infrastructure and Assets committee combined.***

EPC64/25 - Somersby and Kariong Catchments Overland Flood Study - For Public Exhibition

That Council endorses the draft Somersby and Kariong Catchments Overland Flood Study being placed on public exhibition for a period of four (4) weeks.

EPC66/25 - Review of Water and Sewer Recycled Water Quality Policy

That Council endorses the draft Recycled Water Policy 2025 for public exhibition and consider a further report on the outcome of the exhibition and adoption of the Recycled Water Policy.

EPC70/25 - Fire Safety Report - 56-58 Ocean Parade, The Entrance
That Council:

- I. Notes the Fire Safety Inspection Report received from Fire & Rescue NSW, (enclosed as Attachment 1), in accordance with Section 17(2)(a) of Part 8 of Schedule 5 of the Environmental Planning and Assessment Act 1979.***

- II. Resolves to receive a further report on the matter in accordance with Section 17(2)(b) of Part 8 of Schedule 5 of the Environmental Planning and Assessment Act 1979, following Council Officers review of the Fire Safety Inspection Report.***

EPC71/25 Fire Safety Report - 2 Alexandra Street Budgewoi

That Council:

- I. Notes the result of the site inspection at 2 Alexandra Street, Budgewoi conducted by Council Officers on 10 July 2025 in respect of fire safety matters following the earlier receipt of a Fire Safety Inspection Report from Fire & Rescue NSW.***
- II. Resolves to not issue an Order (Order 1 under Part 2 of Schedule 5 of the Environmental Planning and Assessment Act 1979) with respect to the matters as raised within the Fire Safety Inspection Report received from Fire & Rescue NSW.***
- III. Advises the Commissioner of Fire and Rescue NSW of its decision.***

EPC72/25 - Community Participation Plan – For Adoption – Deferred from Ordinary Council Meeting 26 August 2025

That Council adopts the Community Participation Plan 2025-29.

Report purpose

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

Executive Summary

The Environment and Planning Committee held an Ordinary Meeting on 2 September 2025. Minutes of the meetings are provided for the information of Council. Recommendations of the Committee are submitted for Council's determination.

Report

Minutes of the Committee meeting held on 2 September 2025 are reported for the information of Council. The minutes (Attachment 1) have been approved by the Committee Coordinator and were reported to the Committee for confirmation at the following scheduled meeting.

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

[Environment and Planning Committee Agenda - 2 September 2025](#)

[Environment and Planning Committee Supplementary Agenda and Attachments- 2](#)

[September 2025](#)

[Environment and Planning Committee - Attachments under Separate Cover - 2 September 2025](#)

Financial Considerations

Financial Year (FY) Implications.

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

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

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

Link to Community Strategic Plan

Our Leadership - The systems, processes and partnerships that ensure genuine community participation, financial stewardship and excellent service deliver to our community.

Goal - LE2: Inclusive and sound decision making to guide the Central Coast into a bright future.

Strategy - LE2.1: Engage and communicate openly and honestly with the community and provide accessible opportunities for the community to be involved and participate in discussions.

Risk Management

Nil.

Critical Dates or Timeframes

Nil.

Attachments

1  MINUTES - Environment and Planning Committee - 2 September 2025 D17044929





Central Coast Council

Environment and Planning Committee

Held Function Room 2
2 Hely Street, Wyong.

02 September 2025

MINUTES

Attendance

Members

Cr Doug Eaton OAM, Chairperson
 Cr Sharon Walsh, Deputy Chair
 Cr Margot Castles, Member
 Cr John Moulard, Member
 Cr Jane Smith, Member
 Cr Rachel Stanton, Member

Status

Present
 Present (Remotely)
 Present (Remotely)
 Present
 Present
 Present (Remotely)

Councillor Guest

Cr Jared Wright

Status

Present

Guests

Joshua Eggleton, KBR Australia
 Sue Francis, Gyde Consulting
 Rachael Petherbridge, Gyde Consulting

Present (Remotely)
 Present
 Present

Council Officers

Luke Nicholls, Director Environment and Planning
 Jamie Loader, Director Water and Sewer
 Danielle Hargraves, Unit Manager Headworks and Treatment
 Shannon Turkington, Unit Manager Strategic Planning
 Daniel O'Brien, Team Leader, Floodplain Management
 Andrew Roach, Unit Manager, Development Assessment
 Stephanie Prouse, Section Manager, Councillor and Democratic Services
 Briony Stiles, Team Leader Civic Support
 Kim Coghlan, Civic Support Officer Civic Support

Status

Present
 Present
 Present
 Present
 Present
 Present
 Present
 Present
 Present
 Present

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

The Chairperson, Deputy Mayor Doug Eaton OAM, declared the meeting open at 5:30pm

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

That in accordance with clause 6.20 of the code of meeting practice, remote attendance via audio visual link to the Environment and Planning Committee meeting on 2 September 2025 be granted to Councillors Walsh, Castles, and Stanton due to personal reasons.

CARRIED

FOR: UNANIMOUS

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

5:32pm

The Chairperson gave an Acknowledgement of Country statement.

No Apologies were received.

1.2 Disclosures of Interest

5:32pm

No Conflicts of Interest were declared.

1.3 Items Resolved by Exception

5:32pm

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

EPC61/25

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

- a) Item 1.4 – Confirmation of Minutes of Previous Meeting***
- b) Item 1.8 - Review of Water and Sewer Recycled Water Quality Policy***

CARRIED

FOR: UNANIMOUS

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

1.4 Confirmation of Minutes of Previous Meeting

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

EPC62/25

That the Committee confirm the minutes of the previous Environment and Planning Committee held on Tuesday 5 August 2025.

REPORTS
1.5 Mountain Road Precinct

5:36pm

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

EPC63/25

That the Committee

- 1 Notes the need for a coordinated approach to the funding and delivery of infrastructure within the Wyong Employment Zone to allow for future development in the precinct.***
- 2 Recommends that Council:***
 - I. Investigates the following in the 2025-26 Financial Year:***
 - a) Preparation of an Infrastructure Implementation Plan for the Mountain Road Precinct.***
 - b) Local Infrastructure Contribution requirements for the Mountain Road Precinct, including review of road designs for Mountain Road.***
 - c) Funding options with Transport for NSW and landowners/developers for upgrades to the intersections at Mountain Road/Sparks Road and Albert Warner Drive/Sparks Road.***
 - d) Review planning controls and investigate preparation of a Mountain Road Development Control Plan Chapter.***
 - e) Review of the draft Central Coast Strategic Conservation Plan being prepared by the Department of Planning Housing and Infrastructure (once available) to determine the impact it will have on proposed development within the precinct.***
 - f) Completion of a Road Safety Audit for Mountain Road.***
 - II. Facilitates a Workshop between Transport for NSW, Department of Planning, Housing and Infrastructure, Council and landowners/developers for agreement for funding of upgrades to intersections at Mountain Road/Sparks Road and Albert Warner Drive/Sparks Road and a timeline for their delivery.***

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

- III. *Facilitates a Workshop between Department of Climate Change, Energy, the Environment and Water, Department of Planning Housing and Infrastructure, Council and Landowner/Developers to determine a path for Biodiversity Certification for the site, should the Central Coast Strategic Conservation Plan not provide a suitable outcome for the precinct.*
 - IV. *Prepares and exhibits a Section 7.11 Local Infrastructure Contribution Plan for the Mountain Road Precinct.*
 - V. *Prepares and exhibits a Development Control Plan Chapter for the Mountain Road Precinct.*
 - VI. *Provides a report on the outcomes of the consultation process for the Mountain Road Precinct draft Section 7.11 local Infrastructure Contribution Plan and draft Mountain Road Precinct draft Development Control Chapter be reported to the Environment and Planning Committee.*
 - VII. *Endorses the Environment and Planning Committee to seek a briefing from the Department of Planning Housing and Infrastructure on the draft Central Coast Strategic Conservation Plan.*
 - VIII. *Requests the Chief Executive Officer to write to Transport for NSW and Department of Planning Housing and Infrastructure requesting urgent funding and acceleration of a solution to the State infrastructure issues in the Mountain Road Precinct and a briefing to this committee and the Infrastructure and Assets committee combined.*
- 3 *Notes a report will be prepared for the December 2025, March 2026 and June 2026 Environment and Planning Committee Meeting to provide an update on the review of the Mountain Road Precinct.*

The MOTION was put to the vote and declared **CARRIED**.

FOR: CRS MOULAND, WALSH, CASTLES, STANTON AND EATON OAM

AGAINST: CR SMITH

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

1.6 Somersby and Kariong Catchments Overland Flood Study - For Public Exhibition

6:27pm

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

EPC64/25

- 1 That the Committee recommends that Council endorses the draft Somersby and Kariong Catchments Overland Flood Study being placed on public exhibition for a period of four (4) weeks.**
- 2 That the report be presented to the Coastal, Estuary and Floodplain Risk Management Subcommittee.**

CARRIED

FOR: UNANIMOUS

1.7 DA Improvement Program – DPHI Process Review & Recommended Process Changes

5:52pm

Sue Francis, Executive Director and Rachael Petherbridge Associate, Gyde Consulting spoke to DA Improvement Program - DPHI Process Review & Recommended Process Changes.

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

EPC65/25**That the Committee**

- 1 Notes the background material to the Improving our Development Assessment Service (IDeAS) project.**
- 2 Notes the planning expert recommendations, prepared by an independent planning consultant, in conjunction with the NSW Department of Planning Housing & Infrastructure, identifying potential future improvements to Council's Development Assessment process (note that the consultant will deliver a presentation at the Committee meeting).**

CARRIED

FOR: UNANIMOUS

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

1.8 Review of Water and Sewer Recycled Water Quality Policy

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

EPC66/25

That the Committee recommends that Council endorses the draft Recycled Water Policy 2025 for public exhibition and consider a further report on the outcome of the exhibition and adoption of the Recycled Water Policy.

1.9 State Significant Applications - Update

6:29pm

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

EPC67/25

That the Committee receives and notes the information contained within this report, including recent submissions made to the Department of Planning Housing and Infrastructure in Attachments 1-5.

CARRIED

FOR: UNANIMOUS

1.10 Planning Proposal Statistics

6:44pm

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

EPC68/25

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

CARRIED

FOR: UNANIMOUS

1.11 DA Statistics

6:48pm

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

EPC69/25

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

CARRIED

FOR: UNANIMOUS

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

1.12 Fire Safety Report - 56-58 Ocean Parade, The Entrance

6:55pm

A MOTION was *MOVED* by Councillor MOULAND and *SECONDED* by Councillor CASTLES:**EPC70/25*****That the Committee recommends that Council:***

- I. Notes the Fire Safety Inspection Report received from Fire & Rescue NSW, (enclosed as Attachment 1), in accordance with Section 17(2)(a) of Part 8 of Schedule 5 of the Environmental Planning and Assessment Act 1979.***
- II. Resolves to receive a further report on the matter in accordance with Section 17(2)(b) of Part 8 of Schedule 5 of the Environmental Planning and Assessment Act 1979, following staff review of the Fire Safety Inspection Report.***

CARRIED

FOR: UNANIMOUS

1.13 Fire Safety Report - 2 Alexandra Street Budgewoi

6:56pm

A MOTION was *MOVED* by Councillor MOULAND and *SECONDED* by Councillor CASTLES:**EPC71/25*****That the Committee recommends that Council:***

- 1 Notes the result of the site inspection at 2 Alexandra Street, Budgewoi conducted by Council staff on 10 July 2025 in respect of fire safety matters following the earlier receipt of a Fire Safety Inspection Report from Fire & Rescue NSW.***
- 2 Resolves to not issue an Order (Order 1 under Part 2 of Schedule 5 of the Environmental Planning and Assessment Act 1979) with respect to the matters as raised within the Fire Safety Inspection Report received from Fire & Rescue NSW.***
- 3 Advises the Commissioner of Fire and Rescue NSW of its decision.***

CARRIED

FOR: UNANIMOUS

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

S.1 Community Participation Plan – For Adoption – Deferred from Ordinary Council Meeting 26 August 2025

6:56pm

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

EPC72/25

That the Committee recommends that Council adopts the Community Participation Plan 2025-29.

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

That the Committee recommends that Council adopts the Community Participation Plan 2025-29.

With the following amendments;

- a) That all physical notifications be displayed on site application for development consent. (other than for complying development, for designated development or for state significant development.
Application for modification of development consent that is required to be publicly exhibited by the regulations.*
- b) Consideration of submissions, a single submissions raising the same objections are not classified as the same submission.*
- c) Submissions need to be made on planning grounds.*
- d) That the submission deadline be changed from 5pm to Midnight.*

The AMENDMENT was put to the vote and declared **LOST** on the casting vote of the Chairperson. Debate resumed on the original motion.

FOR: CRS WALSH, SMITH AND CASTLES

AGAINST: CRS MOULAND, STANTON AND EATON OAM

The MOTION was put to the vote and declared **CARRIED** on the casting vote of the Chairperson.

FOR: CRS MOULAND, STANTON AND EATON OAM

AGAINST: CRS WALSH, SMITH AND CASTLES

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

The Meeting concluded at 7:15pm.

Item No: 5.2
Title: Community and Culture Committee - Minutes and Recommendations - September 2025
Department: Community and Recreation Services



23 September 2025 Ordinary Council Meeting

Reference: F2025/00016 - D17073398

Executive: Melanie Smith, Director Community and Recreation Services

Recommendation

That Council:

- 1 Receives and notes the minutes of the Community and Culture Committee meeting held on 9 September 2025.***
- 2 Adopts the recommendations of the Community and Culture Committee in the below resolutions:***

CCC18/25 - Draft Grants and Sponsorship Policies - For Public Exhibition – Deferred That Council:

- I. Endorses the draft Community Grants Policy and associated Guidelines, as set out in Attachments 1, 3, 4, 5 to this report, be placed on public exhibition for a period of 28 days.***
- II. Supports and adopts the re-establishment of a Sponsorship Program commencing in 2026-27 financial year.***
- III. Supports and adopts the reduction of the Community Grants program budget by 15% and reallocate this money to the Sponsorship Program from the 2026-27 financial year.***
- IV. Supports the draft Sponsorship Program Policy as set out in Attachment 2 to this report and endorses that it be placed on public exhibition for a period of 28 days***

CCC22/25 - Memorials in Public Places Policy - For Public Exhibition

That Council:

- I. Endorses the draft Memorials in Public Places Policy, as outlined in Attachment 1 to this report, to be placed on public exhibition for a period of 42 days.**
- II. Notes that a further report will be provided to the Community and Culture Committee on the outcomes of the community consultation following the period of public exhibition.**

CCC23/25 - Community Engagement Report - Outcomes of the Connecting with Community Groups and Organisations Expressions of Interest (EOI)

That Council:

- I. Notes the outcomes, insights and analysis of the Connecting with Community Groups and Organisations Expressions of Interest (EOI).**
- II. Endorses the nine (9) 'actions' as outlined within the Community Engagement Report - Outcomes of the Connecting with Community Groups and Organisations Expressions of Interest (EOI) report.**

CCC24/25 - Rugby League World Cup 2026 - Request for Proposal Training Venue

That Council:

- I. Endorses the submission of a formal proposal to host a Base Training Camp, at the Central Coast Regional Sporting and Recreation Complex in Tuggerah, for international teams participating in the Rugby League World Cup 2026.**
- II. Considers the options for financial contribution and supports the recommendation of a \$31,246.05 (50%) fee reduction as outlined in Option B of the 'Rugby League World Cup 2026 - Request for Proposal Training Venue' report.**

CCC25/25 - Memorandum of Understanding - Ongoing Contribution to Football Facilities Upgrades - for CEO Signature

That Council requests the Chief Executive Officer executes the Memorandum of Understanding in Attachment 1 between Central Coast Council and Central Coast Football.

Report purpose

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

Executive Summary

The Community and Culture Committee held an Ordinary Meeting on 9 September 2025. Minutes of the meetings are provided for the information of Council. Recommendations of the Committee are submitted for Council's determination.

Report

Minutes of the Committee meeting held on 9 September 2025 are reported for the information of Council. The minutes (Attachment 1) have been approved by the Committee Coordinator and will be reported to the Committee for confirmation at the next scheduled meeting.

The Community and Culture Committee business papers are available on Council's website:

[Community and Culture Committee Business Papers 9 September 2025](#)

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

Our Leadership - The systems, processes and partnerships that ensure genuine community participation, financial stewardship and excellent service delivery to our community.

Goal - LE2: Inclusive and sound decision making to guide the Central Coast into a bright future.

Strategy - LE2.1: Engage and communicate openly and honestly with the community and provide accessible opportunities for the community to be involved and participate in discussions.

5.2 Community and Culture Committee - Minutes and Recommendations - September 2025 (cont'd)

Risk Management

Nil.

Critical Dates or Timeframes

Nil.

Attachments

1   MINUTES - Community and Culture Committee - 9 September 2025 D17066053



Central Coast Council

Community & Culture Committee

Held Function Room 2
2 Hely Street, Wyong

09 September 2025

MINUTES

Attendance

Members

Cr Margot Castles, Chairperson	Present
Cr Trent McWaide, Deputy Chairperson	Apologies
Mayor Lawrie McKinna	Apologies
Cr Kyla Daniels, Member	Present (Remotely)
Cr John McNamara, Member	Present
Cr Sharon Walsh, Member	Present
Cr Kyle MacGregor, Member	Present (Remotely)
Cr Jane Smith	Present
Cr Belinda Neal	Present

Status

Councillor Guests

Deputy Mayor Doug Eaton OAM	Present
Cr Helen Crowley	Present
Cr Jane Smith	Present

Status

Staff

Mel Smith, Director Community and Recreation Services	Present
Beth Burgess, Unit Manager	Present
Brett Sherar, Unit Manager Open Space and Recreation	Present
Phil Cantillon, Unit Manager Leisure Beach Safety and Community Facilities	Present
Madeleine Evans, Section Manager, Communications Engagement and Digital Marketing	Present
Molly Marsh, Social Planner Community and Recreation Services	Present (Remotely)
Briony Stiles, Team Leader Civic Support	Present
Tess McGown, Civic Support Officer	Present

Status

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

The Chairperson, Councillor Margot Castles, declared the meeting open at 5.01pm

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

5.01pm

The Chairperson gave an Acknowledgement of Country.

The Chairperson noted the apology of Mayor McKinna and Councillor McWaide.

A PROCEDURAL MOTION WAS *MOVED* by Castles and *SECONDED* by Councillor McNamara :

That in accordance with clause 6.20 of the code of meeting practice, remote attendance via audio visual link to the Community and Culture Committee meeting on 9 September 2025 be granted to Councillor Daniels and Councillor McGregor due to personal reasons.

CARRIED

FOR: UNANIMOUS

A PROCEDURAL MOTION WAS *MOVED* by Councillor Walsh and *SECONDED* by Councillor McNamara :

That in the absence of Mayor McKinna and Councillor McWaide, Councillor Neal and Councillor Smith as alternative members, be provided voting rights for the Community and Culture Committee meeting on 9 September 2025 at 5:00pm.

CARRIED

FOR: UNANIMOUS

1.2 Disclosures of Interest

5:06pm

Councillor Neal disclosed a Non-Pecuniary - Non-Significant interest to *Item 1.8 Draft Central Coast Council Leisure and Aquatic Strategy 2025-2035 - Outcomes of Public Exhibition and Adoption*, as she has membership to one Peninsula Leisure Centre. She will remain in the meeting and participate in discussion and voting on the item.

Councillor Neal disclosed a Non-Pecuniary – Significant interest to *Item 1.5 Draft Grants and Sponsorship Policies - For Public Exhibition – Deferred*, as she has a house in the area. She will remain in the meeting and participate in discussion and voting on the item.

Councillor Daniels disclosed a Non-Pecuniary - Non-Significant interest to *Item 1.11 Rugby League World Cup 2026 - Request for Proposal Training Venue* as she is an acquaintance of the CEO of CCF Alex Burgin having been a team member of Team Central Coast. She will remain in the meeting and participate in discussion and voting on the item.

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

Councillor Smith disclosed a Non-Pecuniary - Non-Significant interest to *Item 1.5 Draft Grants and Sponsorship Policies - For Public Exhibition - Deferred* as she is involved with a number of organisations that apply and/or receive grants. She will remain in the meeting and participate in discussion and voting on the item.

1.3 Confirmation of Minutes of Previous Meeting

5:08pm

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

CCC17/25

That the Committee confirms the minutes of the previous Community and Culture Committee Meeting held on 8 July 2025.

CARRIED

FOR: UNANIMOUS

1.4 Items Resolved by Exception

5:09pm

No items were resolved en-masse.

1.5 Draft Grants and Sponsorship Policies - For Public Exhibition - Deferred

5:13pm

Director for Community and Recreation spoke to the report.

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

CCC18/25

That the Committee:

- 1** ***Supports the draft Community Grants Policy and associated Guidelines, as set out in Attachments 1, 3, 4, and 5 to this report, for placement on public exhibition for a period of 28 days.***
- 2** ***Notes that following the exhibition period, a report will be presented to the Community and Culture Committee on the outcome of the exhibition seeking Council's adoption of the Community Grants Policy and associated Guidelines and Sponsorship Program.***
- 3** ***Recommends that Council:***
 - 1. Endorses the draft Community Grants Policy and associated Guidelines, as set out in Attachments 1, 3, 4, 5 to this report, be placed on public exhibition for a period of 28 days.***

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

II. Supports and adopts the re-establishment of a Sponsorship Program commencing in 2026-27 financial year.

III. Supports and adopts the reduction of the Community Grants program budget by 15% and reallocate this money to the Sponsorship Program from the 2026-27 financial year.

IV. Supports the draft Sponsorship Program Policy as set out in Attachment 2 to this report and endorses that it be placed on public exhibition for a period of 28 days.

CARRIED

FOR: UNANIMOUS

1.6 Australia Day Award Changes - For Adoption - Deferred

5:30pm

That the Committee recommends that Council:

- 1 *Adopts the proposed changes to the Awards and to the judging process and panel for the 2026 Award Ceremony and proceeding years.*
- 2 *Adopts the proposed changes to the format and to include the Mayor and Councillors in the 2026 Award Ceremony and proceeding years.*

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

CCC19/25

That the Committee defers the item to 11 November 2025 Community and Culture meeting so further options on the makeup of the judging panel are considered, with a view to independent community membership, and other categories that have merit.

CARRIED

FOR: UNANIMOUS

1.7 Social Media Policy – Effectiveness Review

5:38pm

Section Manager for Communications Engagement and Digital Marketing spoke to the report.

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

CCC20/25

That the Committee notes the Social Media Policy effectiveness review.

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

CARRIED

FOR: UNANIMOUS

1.8 Draft Central Coast Council Leisure and Aquatic Strategy 2025-2035 - Outcomes of Public Exhibition and Adoption

5:51pm

Unit Manager for Leisure Beach Safety and Community Facilities spoke to the report.

That the Committee recommends that Council:

- 1 *Adopts the Central Coast Council Leisure and Aquatic Strategy 2025-2035 as set out in Attachment 1 to this report.*
- 2 *Notes the outcomes of public exhibition as set out in Attachment 2 to this report.*
- 3 *Notifies those persons who lodged submissions of Council's decision.*

AN AMENDMENT was *MOVED* by Councillor SMITH and *SECONDED* by Councillor WALSH:*That the Committee recommends that Council:*

- 1 *Adopts the Central Coast Council Leisure and Aquatic Strategy 2025-2035 as set out in Attachment 1 to this report.*
- 2 *Notes the outcomes of public exhibition as set out in Attachment 2 to this report.*
- 3 *Notifies those persons who lodged submissions of Council's decision.*
- 4 *Writes to State representatives and MP's seeking their support, including financially for upgrade of Gosford Olympic Pool.*
- 5 *Amends the document as below:*
 - a) *To specify that the Wyong Pool at the end of its life be reconstructed in the same position that it is presently located.*
 - b) *Delete last sentence of 9.6, second paragraph.*
 - c) *Delete actions 7 and 8.*

A PROCEDURAL MOTION was *MOVED* by Councillor MACGREGOR:*That the item be deferred pending a Councillor workshop, prior to the next Community and Culture Meeting on 11 November 2025.*

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

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

CCC21/25

That the matter be laid on the table.

CARRIED

FOR: UNANIMOUS

6:22pm

That the order of business be changed so the following items be brought forward and dealt with immediately, was *MOVED* by Councillor CASTLES:

- ***Item 1.11 Rugby League World Cup 2026 - Request for Proposal Training Venue***
- ***Item 1.12 Memorandum of Understanding - Ongoing Contribution to Football Facilities Upgrades - for CEO Signature***

CARRIED

FOR: UNANIMOUS

6:35PM

AN EXTENSION OF TIME OF 15 MINUTES WAS *MOVED* by Councillor WALSH and *SECONDED* by Councillor MCNAMARA:

CARRIED

FOR: UNANIMOUS

1.9 Memorials in Public Places Policy - For Public Exhibition

6:36pm

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

CCC22/25

That the Committee recommends that Council:

- I. Endorses the draft Memorials in Public Places Policy, as outlined in Attachment 1 to this report, to be placed on public exhibition for a period of 42 days.***
- II. Notes that a further report will be provided to the Community and Culture Committee on the outcomes of the community consultation following the period of public exhibition.***

CARRIED

FOR: UNANIMOUS

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

1.10 Community Engagement Report - Outcomes of the Connecting with Community Groups and Organisations Expressions of Interest (EOI)

6:43pm

Section Manager for Communications Engagement and Digital Marketing spoke to the report.

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

CCC23/25***That the Committee recommends that Council:***

- I. Notes the outcomes, insights and analysis of the Connecting with Community Groups and Organisations Expressions of Interest (EOI).***
- II. Endorses the nine (9) 'actions' as outlined within this report.***

CARRIED

FOR: UNANIMOUS

1.11 Rugby League World Cup 2026 - Request for Proposal Training Venue

6:22pm

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

CCC24/25***That the Committee recommends that Council:***

- I. Endorses the submission of a formal proposal to host a Base Training Camp, at the Central Coast Regional Sporting and Recreation Complex in Tuggerah, for international teams participating in the Rugby League World Cup 2026.***
- II. Considers the options for financial contribution and supports the recommendation of a \$31,246.05 (50%) fee reduction as outlined in Option B of the 'Rugby League World Cup 2026 - Request for Proposal Training Venue' report.***

CARRIED

FOR: UNANIMOUS

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

1.12 Memorandum of Understanding - Ongoing Contribution to Football Facilities Upgrades - for CEO Signature

6:23pm

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

CCC25/25

That the Committee recommends that Council requests the Chief Executive Officer executes the Memorandum of Understanding in Attachment 1 between Central Coast Council and Central Coast Football.

FOR: CRS WALSH, CASTLES, DANIELS, MCNAMARA, SMITH AND NEAL
 AGAINST: CR MACGREGOR

CARRIED

The Meeting concluded at 6:53pm.

1.13 Central Coast Affordable and Alternative Housing Strategy - update

That the Committee recommends to Council

- 1 *That Council notes the updated report on the Central Coast Affordable and Alternative Housing Strategy actions.*
- 2 *That Council endorses the removal of 11 Margaret Street, Wyong from the list of identified sites for Affordable and Alternate Housing, noting that it is required for operational use.*

The next meeting is to be held at 5:00pm on Tuesday 11 November 2025.

Item No: 6.1
Title: Water and Sewer IPART Pricing Submission 2026-2031 and Attestation - For Endorsement
Department: Water and Sewer



23 September 2025 Ordinary Council Meeting

Reference: F2004/06782 - D17071076
Author: Krystie Bryant, Unit Manager Business Strategy and Performance
Executive: Jamie Loader, Director Water and Sewer

Recommendation

That Council:

- 1 Receives and notes the Water and Sewer IPART Pricing Submission prepared in accordance with the IPART 3Cs framework.***
- 2 Acknowledges that the submission has been prepared with consideration of customer outcomes, cost efficiency, and credibility.***
- 3 Delegates authority to the Mayor to complete and sign the attestation required under Appendix F of the IPART Water Regulation Handbook (July 2023), confirming that:***
 - a) The submission is endorsed by Council as promoting the long-term interests of customers.***
 - b) The submission is prepared with the best available information of the business's financial and operational affairs.***
 - c) The submission has undergone appropriate quality assurance and reflects the best available information.***
- 4 Notes that the submission will be lodged with IPART by 30 September 2025 in accordance with the regulatory timeline.***

Report purpose

To allow Council to receive and note the Water and Sewer pricing proposal to be submitted to the Independent Pricing and Regulatory Tribunal (IPART) for the 2026-31 period and to endorse the completion of the attestation as required by the IPART 3C's Framework.

Executive Summary

IPART sets the maximum prices for Council's water and sewer services. Council's current IPART price determination is due to end on 30 June 2026 and Council is therefore required to participate in IPART's standard water review process. This includes submitting a proposal for pricing its water and sewerage services for the 2026-31 period by 30 September 2025.

Council's 2026-31 pricing proposal describes its performance over the current regulatory period as well as its planned expenditure for the next period.

The pricing proposal includes key information related to:

- Operational expenditure
- Capital investment
- Community engagement
- Forecast demand
- Forecast connections
- Levels of service
- Pricing of trade waste and ancillary services

This information is used by IPART to determine Council's revenue requirements and set the associated prices for water and sewerage services to recover the required revenue for the next determination period.

This submission reflects a proposed price increase of 8% in the first year (2026-27), increasing by CPI in each year of the remaining four (4) years following. Community feedback has been considered, and the price increase has been modelled after factoring in what are essential costs only including:

- Capital Investment - \$593M across the determination.
- CC Water Security Plan – Investing in preparedness for future droughts.
- Rising Operational Costs – General cost increases across materials, labour, and compliance.

The pricing submission is a 'standard' pricing submission, based on Council being an organisation that has conducted meaningful customer engagement and has a credible path towards the cost efficiency frontier. This grade is consistent with good practice in the NSW water sector and reflects the customer sentiment in seeking basic service reliability and health related upgrades, with less appetite for costly incentive schemes or initiatives. In addition, whilst Council will continue to address all of the twelve (12) principles, Customer Centricity and Robust Costs were selected as focus principles for the submission.

Background

The Independent Pricing and Regulatory Tribunal (IPART) is responsible for setting prices for water and sewerage services provided by Central Coast Council. IPART's goal is to ensure that prices reflect the efficient cost of service delivery, align with regulatory obligations, and respond to community expectations.

IPART operates under the 3Cs Framework—Customers, Costs, and Credibility—introduced in 2023. This framework guides water businesses in preparing pricing proposals and managing performance, with a focus on:

- Customer value: Ensuring services meet community needs and expectations.
- Cost efficiency: Promoting prudent investment and operational practices.
- Credibility: Maintaining transparency, accountability, and long-term sustainability.

The key steps in IPART's review of Council's pricing proposal are:

- Assess Council's expenditure and revenue needs – Based on historical performance, future investment plans, and community feedback.
- Evaluate and determine pricing structures – Including fixed service charges and variable usage charges.
- Set prices to recover efficient costs – Ensuring financial sustainability and service quality.
- Consider social and economic impacts – Adjusting prices where necessary to balance affordability and infrastructure needs.

IPART's price review process requires Council to submit its pricing proposal in September 2025. Once IPART receives Council's pricing proposal, it will publish Council's proposal on its website.

IPART's review of Central Coast Council's water prices will run from September 2025 to May 2026 and will include:

- Public consultation,
- Reviews of Council's historic and proposed expenditure,
- Analysis, considerations and decisions made by the IPART Tribunal,
- Release of draft expenditure reviews and pricing determinations for comment, and
- Release of a final determination, with new prices effective from 1 July 2026.

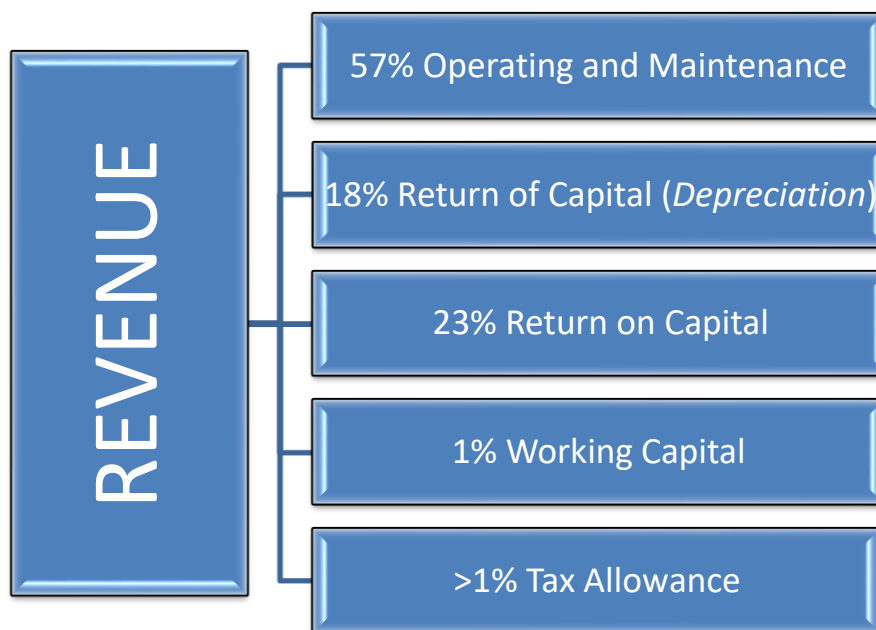
Report

Central Coast Council is governed by an extensive range of legislation, regulation and industry guidelines in relation to its water and sewerage services and operates as a Council owned water utility under the *Local Government Act 1993* (NSW).

To decide on the amount of revenue to be recovered, IPART first calculate the Council's notional revenue requirement (NRR) for the period of the determination. The NRR represents IPART's view of the total efficient costs of providing Council's regulated water and sewerage services in each year of the determination period.

IPART calculate a separate NRR for water and sewerage services, to ensure customers who do not have access to one (1) or more of the services do not pay for them. Then, for each of the services, IPART considers an appropriate combination of usage (variable) and service (fixed) charges to recover the required revenue from customers. To achieve this, they need to forecast demand for services over the period.

IPART uses its standard 'building block' method to calculate the NRR as shown in Figure 1.



IPART's price review process

When determining the Council's NRR and required prices, IPART follows a standard review process. The first step in that process occurs when IPART invites Council to submit a pricing proposal, which outlines its required revenue needs and proposed prices.

6.1 Water and Sewer IPART Pricing Submission 2026-2031 and Attestation - For Endorsement (cont'd)

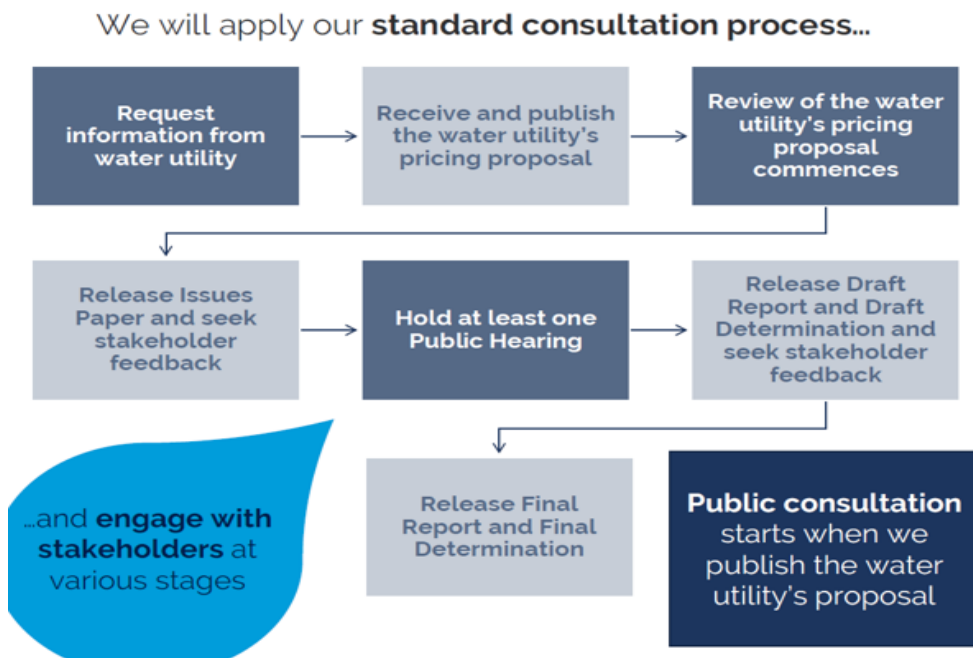
Once Council's pricing proposal is submitted, IPART will review the proposal and undertake a public consultation process, giving the community an opportunity to provide feedback.

IPART will then hold a Public Hearing in November 2025 with details advertised in local newspapers, on IPART's website and via Council communication channels.

IPART will release a draft Report and Determination in March 2026 detailing proposed prices. The community has a further opportunity to respond to the draft report by making submissions to IPART.

Following consideration of submissions, IPART will release their Final Report and Determination on prices that will come into effect on 1 July 2026.

Figure 2 shows IPART's standard consultation process.



Council's pricing proposal

The proposed water and sewer prices have been calculated to allow for the recovery of the required revenue. The proposed prices would allow Council to recover the revenue between residential and non-residential customers via the service and usage charges for water and sewer services. This reflects IPART's best practice principles and past IPART decisions.

As part of the 3C's framework, Council is required to identify a level of submission by following the guidelines and handbook as provided by IPART. Submissions can be either standard, advanced or leading.

6.1 Water and Sewer IPART Pricing Submission 2026-2031 and Attestation - For Endorsement (cont'd)

A standard submission reflects businesses that conduct meaningful customer engagement and have a credible path towards the cost efficiency frontier. This grade is consistent with good practice in the NSW water sector.

An advanced submission reflects businesses that demonstrate a very strong understanding of their customers and are broadly at the cost efficiency frontier.

A leading submission reflects businesses that are industry leaders in understanding their customers, innovating to deliver services customers want and driving cost efficiencies. The business also demonstrates how it delivers significant improvement in customer value through a combination of quantitative and qualitative evidence.

In addition, Council must identify two focus principles from the following list;

- Customer Centricity
- Customer Engagement
- Customer Outcomes
- Community
- Environment
- Choice of Service
- Robust Costs
- Balance Risk and Long-term Performance
- Commitment to Improve Value
- Equitable and Efficient Cost Recovery
- Delivery
- Continual Improvement

The pricing submission is a 'standard' pricing submission, based on Council being an organisation that has conducted meaningful customer engagement and has a credible path towards the cost efficiency frontier. This grade is consistent with good practice in the NSW water sector and reflects the customer sentiment in seeking basic service reliability and health related upgrades, with less appetite for costly incentive schemes or initiatives. In addition, whilst Council will continue to address all of the 12 (twelve) principles, Customer Centricity and Robust Costs were selected as focus principles for the submission.

When considering price, this submission reflects a proposed price increase of 8% in the first year (2026-27), increasing by CPI in each year of the remaining four (4) years following. Taking into consideration community feedback, the price increase has been modelled after factoring in what are essential costs only including:

- Capital Investment - \$593M across the determination.
 - a) Major treatment plant upgrades
 - b) Replacement of aging infrastructure
 - c) Regulatory upgrades

6.1 Water and Sewer IPART Pricing Submission 2026-2031 and Attestation - For Endorsement (cont'd)

- CC Water Security Plan – Investing in preparedness for future droughts.
 - a) \$8.4M Water resilience
 - b) \$4.8M Asset management
 - c) \$4.1M Long term strategic planning
- Rising Operational Costs – general cost increases across materials, labour, and compliance.

To help mitigate the impact of the proposed price increase on customers, existing Water and Sewer Fund reserves are proposed to be utilised to fund legacy works, such as the removal of accumulated sludge. These reserves represent revenue collected from customers over previous years, and their use in this context ensures that the cost of these essential works is not passed on to customers through further price increases.

This approach has allowed the proposed price increase in the first year of the determination to be kept at a relatively modest level, easing the financial burden on the community during a time of broader economic pressure.

While this strategic decision benefits customers as part of the Water and Sewer proposed pricing, it does have implications for Council's overall financial position through potential future operating deficits for Water and Sewer and resulting impacts to the consolidated financial position of Council.

The pricing proposal is presented with the customer in mind and in a format that is easy to read, making it more accessible for customers, community members, stakeholders and IPART. The objective is to allow for a better understanding of the proposal, resulting in broad participation in the review process and supporting the 3C's framework.

The pricing proposal submission consists of eleven (11) Technical Papers relevant to IPART's proposal guidelines.

- Technical Paper 1 - Customer and Community Engagement (Attachment 3)
- Technical Paper 2 - Service Levels (Attachment 4)
- Technical Paper 3 - Form of Regulation (Attachment 5)
- Technical Paper 4- Capital Expenditure (Attachment 6)
- Technical Paper 5 - Operating Expenditure (Attachment 7)
- Technical Paper 6 - Revenue Requirements and Financial Metrics (Attachment 8)
- Technical Paper 7 - Demand for Services (Attachment 9)
- Technical Paper 8 - Pricing of water and sewerage (Attachment 10)
- Technical Paper 9 - Pricing of other services (Attachment 11)
- Technical Paper 10 - Our role, Operations and Operating Context (Attachment 12)
- Technical Paper 11 - Accountability, Customer Influence and Self-Assessment (Attachment 13)

The eleven (11) Technical Papers contain detailed information on specific elements of the proposal including operational expenses, capital expenses and pricing considerations.

Stakeholder Engagement

In developing its proposal, considerable engagement has been undertaken with Council's customers. Communication has been thorough and transparent, using the services of specialised engagement consultants to ensure we engage effectively with the community. Ongoing engagement has been a constant for Water and Sewer, with the most recent engagement in June 2025, Future Service Options, delving more deeply into community appetite to pay for improvements on our service performance areas, that aligned with their prioritised values. This detail is outlined in Technical Papers 2 and 11.

To enhance community engagement and ensure informed public input into key decision-making processes, the Water and Sewer directorate introduced the People's Panel in late 2024. This representative group was independently recruited to reflect the diversity of the Central Coast community and was established to contribute to the water and sewer IPART pricing proposal.

As part of a commitment to transparency and informed engagement, Panel members participated in a structured education program, including site tours of major water and sewer assets, to build their understanding of services and infrastructure. This initiative supports more accountable, transparent, and community-driven decision-making. The People's Panel were also instrumental in co-designing content for the Future Service Options deliberative forums discussed below.

To address the distinct water and sewer service challenges in different areas, engagement sessions were conducted based on geographical regions - North and South. This approach ensured that community feedback reflected the specific needs and priorities of the entire Local Government Area.

Two deliberative forums were held in both North and South locations, comprised of diverse and representative members of our community. Additional pop-up engagement occurred across five (5) shopping centres, involving 338 residents to provide additional face to face engagement options. To complement the most recent deliberative forum and pop up engagement, a range of other engagement channels were also utilised including;

- Online survey (over 1,100 completed surveys)
- Targeted co-design workshops with Peoples Panel and Key stakeholders
- Targeted workshops with high volume non-residential customers.

6.1 Water and Sewer IPART Pricing Submission 2026-2031 and Attestation - For Endorsement (cont'd)

The reach and opportunity for customers to have their say was extensive;

Channel	Reach
Social Media	130,762
Your Voice Our Coast	3,552
Radio	1.84 million
Central Coast Newspaper	284,000 “regular” digital readers
Coast Connect eNews	295

Preceding the most recent *Future Service Options* engagement, a range of other opportunities for customers to have their say have occurred. This has included;

- Face-to-face forums and workshops,
- Online surveys and ideas walls,
- Telephone interviews,
- Pop-up stalls across the LGA,
- Targeted outreach to vulnerable groups, businesses, and First Nations communities, and
- Targeted engagement with non-residential customers.

Ultimately, the feedback received from these customers through these channels has been considered when developing the capital and operational expenditure proposals for this pricing proposal. Customer feedback has also informed the proposed service levels for this pricing proposal. The detail and how this has translated to demonstrating influence is reflected in Technical Papers 2 and 11 (Attachments 4 and 13).

In addition, Councillors also participated in four (4) workshops specifically focused on the IPART pricing submission. The first workshop was designed to work with Councillors and identify the type of information they would like to have presented to them through the submission preparation process. The resulting outcome was a further three (3) workshops built around Customer, Cost and Credibility. This allowed Councillors to remain informed and gain a greater understanding of the engagement approaches and outcomes, the financial impacts of the proposal and the governance and quality assurance in place to support the submission and its deliverability. It was also an opportunity to consider Councillor feedback to help inform future aspects of the submission preparation.

Financial Considerations

Financial Year (FY) Implications.

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

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

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

The IPART pricing submission is a critical strategic process that ensures the sustainable recovery of the efficient costs of delivering essential water and sewer services. It directly influences the revenue needed to maintain infrastructure, invest in future upgrades, and meet regulatory obligations.

Risk Management

In line with IPART's pricing submission guidelines, an independent quality assurance check has been undertaken (QA) of this pricing submission. The QA check is designed to confirm:

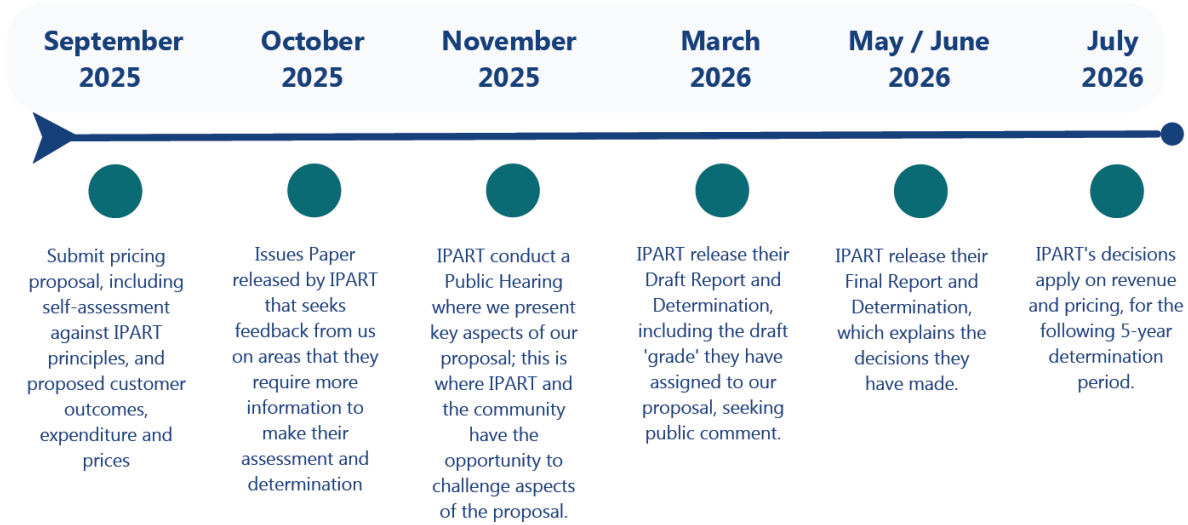
- Information in the pricing submission is consistent with the annual information return (AIR)
- Figures in the pricing submission are accurate and correctly sourced
- The pricing submission addresses all the information IPART has requested
- The pricing submission includes proposed prices for all of Council's regulated services.

An attestation has been provided as part of the QA and this forms part of the Water and Sewer IPART Pricing Submission.

Critical Dates or Timeframes

The Water and Sewer IPART Pricing Submission must be submitted to IPART by 30 September 2025. Failure to meet this deadline will have financial, legal and reputational implications. An indicative IPART timeline following submission is below.




IPART Timeline



Attachments

1	Central Coast Council Pricing Proposal	Provided Under Separate Cover	D17061149
2	Plain English Billing Summary	Provided Under Separate Cover	D17061132
3	Technical Paper 1 - Customer and Community Engagement	Provided Under Separate Cover	D17061133
4	Technical Paper 2 - Service Levels	Provided Under Separate Cover	D17061136
5	Technical Paper 3 - Form of Regulation	Provided Under Separate Cover	D17061137
6	Technical Paper 5 - Operational Expenditure	Provided Under Separate Cover	D17061139
7	Technical Paper 4 - Capital Expenditure	Provided Under Separate Cover	D17061138
8	Technical Paper 6 - Revenue Requirements and Financial Metrics	Provided Under Separate Cover	D17061140
9	Technical Paper 7 - Demand For Services	Provided Under Separate Cover	D17061143
10	Technical Paper 8 - Pricing of Water and Sewerage	Provided Under Separate Cover	D17061144
11	Technical Paper 9 - Pricing of Other Services	Provided Under Separate Cover	D17061146
12	Technical Paper 10 - Our role, Operations and Operating Context	Provided Under Separate Cover	D17061147
13	Technical Paper 11 - Accountability, Customer influence and Self-Assessment	Provided Under Separate Cover	D17061148

**6.1 Water and Sewer IPART Pricing Submission 2026-2031 and Attestation -
For Endorsement (cont'd)**

14	Community Engagement and Education	Provided Under	D17061128
	Approach 2025	Separate Cover	
15	Cost Efficiency Strategy	Provided Under	D17061131
		Separate Cover	
16	Letter of Attestation_CCC_STC	Provided Under	D17061151
		Separate Cover	

Attachments

Item No: 6.2
Title: Unaudited Central Coast Council Financial Statements 2024-25 - For referral to Audit
Department: Corporate Services



23 September 2025 Ordinary Council Meeting

Reference: F2024/01285 - D17074150
Author: Michelle Best, Section Manager Financial Accounting and Assets
Manager: Emma Galea, Chief Financial Officer
Executive: Marissa Racomelara, Director Corporate Services

Recommendation

That Council:

- 1 Notes that the unaudited Central Coast Council Financial Statements for the period from 1 July 2024 to 30 June 2025 are presented to Council, comprising General Purpose Financial Statements, Special Purpose Financial Statements and Special Schedules.***
- 2 Signs the "Statement by Councillors and Management" for the Central Coast Council Financial Statements for the period from 1 July 2024 to 30 June 2025. The Statements are to be signed by the Mayor, Deputy Mayor, Chief Executive Officer, and the Responsible Accounting Officer.***
- 3 Resolves, for the purposes of s. 413(1) of the LG Act, to refer the Central Coast Council Financial Statements for the period from 1 July 2024 to 30 June 2025, to the Audit Office of New South Wales, for external audit.***
- 4 Notes that the Central Coast Council Financial Statements for the period from 1 July 2024 to 30 June 2025 were considered by the Audit, Risk, and Improvement Committee at their meeting on 16 September 2025.***

Report purpose

To consider the unaudited Central Coast Council Financial Statements for the period from 1 July 2024 to 30 June 2025 (2024-25 Financial Statements) and to refer them to the Audit Office of New South Wales (NSW Audit Office), for external audit.

Executive Summary

Council is required to prepare financial statements each year and formally resolve to refer the financial statements to audit by Council's external auditor, the NSW Audit Office. The audited Financial Statements are to be lodged with the Office of Local Government by 31 October 2025.

For the financial year ending 30 June 2025, Council achieved an operating surplus before capital grants and contributions, of \$28.5M. This result meets the benchmark for the operating result and continues the trend of small operating surpluses achieved over the most recent years. For the same period, Council also maintained adequate unrestricted cash, whilst at the same time increasing investment in asset renewal and maintenance.

This report provides an overview of the status and contents of the 2024-25 Financial Statements, comprising General Purpose Financial Statements, Special Purpose Financial Statements and Special Schedules.

Background

The Financial Statements for the 2024-25 reporting period are the formal record of the business performance of all Council activities and are prepared in accordance with accounting standards and legislative requirements for the period from 1 July 2024 to 30 June 2025.

The *Local Government Act 1993* (NSW) (LG Act) requires that Council prepare financial statements each year and refer them for audit. The requirement includes that:

- Council form an opinion on the financial statements,
- Council present its audited financial statements together with the external auditor's reports.

Council is required to formally resolve to refer the financial statements to audit, to submit the audited Financial Statements to the Office of Local Government (OLG) by 31 October 2025, and to formally present to the community the final reports complete with the auditor's reports no later than 5 December 2025 in accordance with s. 418(2) of the LG Act.

Council's external auditor, the NSW Audit Office will provide the formal audit opinion on Council's Financial Statements.

Report

Current Status

The 2024-25 Financial Statements have been prepared and have been reviewed by the Audit, Risk, and Improvement Committee at their meeting on 16 September 2025 and are now submitted to Council to refer to audit.

The NSW Audit Office will commence the process to undertake the audit from 15 September 2025.

Changes to reporting requirements and format

The Office of Local Government Code of Accounting Practice and Financial Reporting sets out the format and content that Council is required to include in its Financial Statements.

For 2024-25 FY, changes were made to disclosures in regard to depreciation expense and Performance Measures.

The format of the Income Statement and Note D1-1 Income Statement by Fund was amended by the addition of a subheading separating depreciation to show the result prior to depreciation, amortisation, and impairment.

Note G6 Statement of Performance Measures, which disclosed Council's performance against the Office of Local Government (OLG) benchmarks for a range of ratios, are no longer disclosed as part of the Financial Statements. They continue to form part of the OLG Financial Data Return.

Overview of 2024-25 Financial Statements

The analysis below relates to the Central Coast Council Financial Statements for the period from 1 July 2024 to 30 June 2025, comprising General Purpose Financial Statements, Special Purpose Financial Statements and Special Schedules.

In August 2024, NSW Parliament passed the Water Management Amendment (Central Coast Council) Bill 2024. This provides that Central Coast Council is no longer a water supply authority. As a result, Council is no longer required to prepare Financial Statements for the former Central Coast Council Water Supply Authority.

6.2 Unaudited Central Coast Council Financial Statements 2024-25 - For referral to Audit (cont'd)

Operating Result

The operating surplus before capital grants and contributions for the 2024-25 financial year is \$28.5M. This is a reduction of \$9.2M compared to the previous financial year, but an appropriate result within the context of Council's overall level of operating income and expenditure.

The operating result including capital grants and contributions is a surplus of \$158.0M.

The below table compares the operating result for the 2024-25 financial year to the 2023-24 financial year.

	2024-25 Actual \$'000	2023-24 Actual (Restated) \$'000
Income from continuing operations ¹	762,682	716,456
Expenditure from continuing operations ²	734,178	678,747
Operating result for continuing operations (excluding capital grants and contributions)	28,504	37,709
Income from capital grants and contributions	129,456	120,941
Net operating result (including capital grants and contributions)	157,960	158,650

¹ Income from Operations in the Table above excludes capital grants and contributions. The total including this revenue is \$892,138 for the 2024-25 FY and \$837,397 for the 2023-24 FY.

² Expenditure from continuing operations in the Table above includes Depreciation, amortisation and impairment of non-financial assets, of \$211,449 for the 2024-25 FY and \$198,186 for the 2023-24 FY.

The 2023-24 Actuals have been restated to include the impact of prior period adjustments detailed later in this report.

Statement of Financial Position

The Statement of Financial Position details the value of what Council owns ("assets") and what Council owes ("liabilities").

Within these headings, "Current" means an amount that is due to be realised within the next 12 months whilst "Non-current" indicates an asset or liability that is longer term in nature.

In the Table below, a positive movement in Assets means an increase in the value, whilst a positive movement in Liabilities means a decrease in the value, compared to the previous year.

	30 June 2025	30 June 2024 (Restated)	Movement
Statement of Financial Position	\$'000	\$'000	\$'000
Assets			
Current Assets	540,212	496,370	43,842
Non-Current Assets	10,521,012	9,433,208	1,087,804
Total Assets	11,061,224	9,929,578	1,131,646
Liabilities			
Current Liabilities	278,166	220,368	(57,798)
Non-Current Liabilities	249,189	273,095	23,906
Total Liabilities	527,355	493,463	(33,892)
Total Equity	10,533,869	9,436,115	1,097,754

Current assets

Current assets increased by \$43.8M mainly due to a \$112.9M increase in current investments, an increase of \$16.6M in receivables and prepayments, offset by a decrease of \$85.5M in cash and cash equivalents.

Non-current assets

Non-current assets increased by \$1.09B mainly attributable to an increase in the fair value of Infrastructure, Plant, Property and Equipment of \$1.04B.

Current Liabilities

Current liabilities increased by \$57.8M mainly attributable to a \$45.7M increase in current borrowings which reflects the planned settlement of the emergency loan in November, and a \$15.2M increase in payables, a net increase in provisions of \$2M, offset by a (\$5.3M) decrease in current contract liabilities.

Non-Current Liabilities

Non-current liabilities decreased by \$23.9M mainly due to a decrease in non-current borrowings of \$25.9M, as the emergency loan has moved from non-current to current borrowings.

Report on Infrastructure Assets

Council's Special Schedules include the various indicators mandated by the Office of Local Government and the applicable benchmark for all councils to assess their performance against, regarding infrastructure assets. Council's performance is summarised below:

Local Government Industry Indicators	2025	2024	OLG Benchmark	2025 Result
Buildings and Infrastructure Renewals Ratio	119.18%	96.06%	> 100.00%	✓
Infrastructure Backlog Ratio	1.64%	2.06%	< 2.00%	✓
Asset Maintenance Ratio	80.45%	53.81%	> 100%	✗

For the 2024-25 FY Council has met two of the three Infrastructure Assets benchmarks.

During the 2024-25 FY the information captured to calculate the asset maintenance ratio has been reviewed to ensure all the relevant information is captured. This review has contributed to the improvement in the reported ratio compared to the previous year.

Details regarding infrastructure assets ratios by Fund are included in Special Schedules included in the attachment to this report.

Comprehensive Revaluation of Roads and Drainage Infrastructure

In line with Accounting Standards, and to ensure that the value of assets and the associated depreciation remains current, Council is required to report its assets based on fair value. Fair value is tested each financial year for all asset classes, and adjusted through indexation where applicable, with a comprehensive revaluation of each respective asset class being undertaken on a regular basis. Council generally aims to undertake a comprehensive revaluation of each asset class on a cycle of four (4) years.

For the 2024-25 FY a comprehensive revaluation of Council's roads and drainage infrastructure assets was due to be undertaken.

Subject to NSW Audit Office review, the comprehensive revaluation of roads and drainage infrastructure assets has resulted in an overall increase of the Net Book Value (NBV) of these assets of \$0.9 Billion. The increase in asset values because of the revaluation results in an increase in the annual depreciation expense commencing from 2025-26 FY. Based on current depreciation projections the total increase in depreciation in 2025-26 FY is \$10.6M, with approximately \$8.4M being attributed to the revaluation process, with the remaining impact arising from end of year adjustments, including donated assets and additional capitalisation relating to the 2024-25 FY.

The increase in NBV is processed through the Revaluation Reserve and has no impact on Council's operating result. The annual increase in depreciation has a direct impact on Council's operating result. An impact on depreciation arising from the revaluation was allowed for within the adopted 2025-26 FY Budget and the Long-Term Financial Plan. The depreciation expense will continue to be monitored during the financial year.

The below table reflects the movement in asset value and depreciation expense, noting it is subject to audit by the NSW Audit Office:

Asset Class	NBV before revaluation \$'000	NBV after revaluation \$'000	Movement in Asset Value \$'000	Annual Depreciation expense before revaluation \$'000	Annual Depreciation expense after revaluation \$'000	Annual Depreciation expense change \$'000
Bridges	67,586	71,942	4,356	1,233	1,223	(10)
Bulk Earthworks	413,795	504,694	90,899	0	0	0
Footpaths	176,863	300,435	123,572	4,204	6,730	2,526
Roads	1,722,418	2,472,662	750,244	46,422	55,195	8,773
Stormwater Drainage	1,330,451	1,206,650	(123,801)	15,583	14,899	(684)
Total	3,711,113	4,556,383	845,270	67,442	78,047	10,605

As shown in the above table, the largest movements are in the Footpaths and Roads asset classes. The biggest driver for this movement is an increase in unit rates mainly due to inflation since the last revaluation. Stormwater Drainage is noted as decreasing slightly. This is due to updated asset data and unit rate information.

Prior Year Adjustments

As part of preparing the 2024-25 Financial Statements, it was identified that a prior period adjustment was required regarding some assets. During the 2024-25 FY Council recognised roads, drainage, bulk earthworks, footpaths, open space and water and sewer assets that had been constructed by others and handed over to Council prior to the 2024-25 FY. The Financial Statements have been adjusted to reflect that these assets relate to periods earlier than the reporting period. These errors have been corrected by restating the balances at the beginning of the earliest period presented (1 July 2023) and taking the adjustments through to accumulated surplus at that date. Comparatives for the 2023-24 FY have also been restated, where applicable, to reflect the correction of errors. The total adjustment is \$69.3M and is reflected as an increase in equity.

Next Steps

Subject to Council resolution, the 2024-25 Financial Statements as attached to this report will be submitted to the NSW Audit Office for audit. The audited 2024-25 Financial Statements, including the NSW Audit Office audit opinion, will be submitted to Council and lodged with the OLG by 31 October 2025.

Stakeholder Engagement

Council is required to provide at least 7 days public notice of the date the audited Financial Statements and auditor's reports will be presented to Council. The audited Financial Statements are available for public inspection during that time. The unaudited Financial Statements are not required to be placed on public exhibition.

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.

The audit of Council's 2024-25 Financial Statements will be undertaken by the NSW Audit Office at an agreed engagement fee which is included in Council's 2025-26 budget.

Link to Community Strategic Plan

Our Leadership - The systems, processes and partnerships that ensure genuine community participation, financial stewardship and excellent service deliver to our community.

Goal - LE1: Good governance, strong partnerships, and a transparent Council.

Strategy - LE1.1: Ensure Council is financially sustainable and provides transparent and accountable reporting and audit process.

Risk Management

The Financial Statements are audited by the NSW Audit Office who, amongst other things, form an opinion on the Financial Statements whether:

- The Council's accounting records have been kept in accordance with the requirements of the Local Government Act 1993, Chapter 13, Part 3 Division 2; and


the Financial Statements:

- Have been prepared, in all material respects, in accordance with the requirements of this Division,
- Are consistent with the Council's accounting records,
- Present fairly, in all material respects, the financial position of the Council as at 30 June 2025, and of its financial performance and its cash flows for the year then ended in accordance with Australian Accounting Standards,
- All information relevant to the conduct of the audit has been obtained,
- No material deficiencies in the accounting records or Financial Statements have come to light during the audit.

Critical Dates or Timeframes

Council must refer the 2024-25 Financial Statements to audit to enable the NSW Audit Office to provide their formal opinion and for Council to lodge the Statements with the Office of Local Government by 31 October 2025.

Attachments

1	Central Coast Council 2024-25 Unaudited  Financial Statements	Provided Under Separate Cover	D17072871
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Item No: 6.3
Title: Election of Deputy Mayor
Department: Corporate Services



23 September 2025 Ordinary Council Meeting

Reference: F2025/00016 - D16942209
Author: Briony Stiles, Team Leader Civic Support
Executive: Marissa Racomelara, Acting Chief Executive Officer

Recommendation

That Council:

- 1 Determines to elect a Deputy Mayor for a term of one (1) year, with the term beginning on 8 October 2025.***
- 2 Determines, for the purpose of clause 3(2) of Schedule 7 of the Local Government (General) Regulation 2021, that if more than one candidate is nominated for election as Deputy Mayor, the method of voting is to be by:***
 - a) open voting, OR***
 - b) ordinary ballot OR***
 - c) preferential ballot.***
- 3 Proceeds to conduct the election of the Deputy Mayor, with the Acting Chief Executive Officer as Returning Officer, in accordance with section 394 and Schedule 7 of the Local Government (General) Regulation 2021.***

Report purpose

This report is to determine whether councillors wish to elect a Deputy Mayor for appointment at the conclusion of the incumbent's term, the term of appointment of any Deputy Mayor and the method of voting for such an election.

Executive Summary

It is open to Councillors to elect a Deputy Mayor from among their number. The deputy mayor may exercise any function of the mayor at the request of the mayor, or in the mayor's absence.

The Deputy Mayor may be elected for the mayoral term of two (2) years or a shorter term.

The procedure to elect a deputy mayor is prescribed in Schedule 7 of the *Local Government (General) Regulation 2021*.

Background

Section 231 of the *Local Government Act 1993* (the Act) allows a Deputy Mayor to be elected by the Councillors from among their number for the mayoral term or a shorter term. The Deputy Mayor may exercise any function of the mayor:

- at the Mayor's request, or
- if the Mayor is prevented by illness, absence or otherwise from exercising the function, or
- if there is a casual vacancy in the Office of the Mayor.

Under section 369 of the Act, the Deputy Mayor also presides at Council meetings at the request of the Mayor or in the Mayor's absence.

If Council resolves to elect a Deputy Mayor, the Deputy Mayor must be nominated and elected in accordance with the process set out in Schedule 7 of the *Local Government (General) Regulation 2021*.

By way of overview, Part 1 of Schedule 7 provides that:

- A Councillor is to be nominated in writing by two (2) or more councillors, one (1) of whom may be the nominee, and the nomination is not valid unless the nominee consents to the nomination in writing.
- The nomination is to be delivered or sent to the Returning Officer.
- If only one (1) Councillor is nominated, that Councillor is elected as Deputy Mayor.
- If more than one (1) Councillor is nominated, the Council is to resolve whether the election is to proceed by:
 - a) Open voting (show of hands);
 - b) Ordinary ballot (secret ballot);
 - c) Preferential ballot (secret ballot by way of preferential voting).
- Counting will be conducted in accordance with Parts 2 or 3 of Schedule 7, depending on the method of voting adopted by council.

The Office of Local Government (OLG) has prepared an [Election of Mayor and Deputy Mayor by Councillors Fact Sheet](#). This fact sheet states that open voting is the most transparent and least bureaucratic method of voting and reflects normal council voting methods. On this basis, it is recommended that the Deputy Mayor election be conducted by way of open voting.

On 8 October 2024, Council resolved, on the Motion of Cr Doug Eaton OAM and Seconded by Cr John McNamara:

That Council:

363/24 *Determines to elect a deputy mayor for a term of one (1) year from the date of this meeting.*

- 364/24 *Determines, for the purpose of clause 3(2) of Schedule 7 of the Local Government (General) Regulation 2021, that if more than one candidate is nominated for election as deputy mayor, the method of voting is to be by open voting.*
- 365/24 *Proceeds to conduct the election of the deputy mayor, with the Chief Executive Officer as returning officer, in accordance with section 394 and Schedule 7 of the Local Government (General) Regulation 2021.*

Council received two (2) nominations for the seat of deputy mayor, and with 1 round of voting:

The Returning Officer declared that Cr Eaton, having the majority of votes, was duly elected as the Deputy Mayor of Council.

Report

The role of the Deputy Mayor, as set out in the Act, is to exercise the functions of the Mayor (including presiding at meetings of Council) at the Mayor's request or in the Mayor's absence.

If a Deputy Mayor is not elected and the Mayor is not present at any Council meeting, the Council will need to elect a Chairperson as the first item of business at that meeting, in accordance with clause 369 of the Act and the procedures set out in clauses 7.3 to 7.8 of Council's Code of Meeting Practice. There may also be a need for a resolution of Council to delegate functions to another Councillor should the elected Mayor be unable, for any reason, to exercise a function of the Office of the Mayor.

It is recommended that Council resolves to elect a Deputy Mayor so there is a structured and formal mechanism in place for the exercise of the mayoral functions should the Mayor be unavailable.

If it is resolved to elect a Deputy Mayor, Council will need to determine the term of that appointment. The Deputy Mayor may be elected for the mayoral term or a shorter term. It is recommended that a Deputy Mayor be elected for one (1) year to align with the remainder of the current Mayor's term.

The election of a Deputy Mayor, if more than one (1) Councillor is nominated, may proceed by open voting, ordinary ballot (secret ballot) or preferential ballot (secret ballot by way of preferential voting). The open voting method is recommended for electing the Deputy Mayor, as this is the most transparent and least bureaucratic method of voting and reflects Council's accepted voting method as outlined in the Code of Meeting Practice.

In accordance with section 249(5) of the Act, Council may pay the Deputy Mayor a fee for such time as the Deputy Mayor acts in the Office of the Mayor. The amount of the fee paid must be deducted from the Mayor's annual fee. The annual fee to be paid to the Deputy Mayor was fixed at \$10,000, which is just over four (4) weeks of the mayoral annual fee, by

Council resolution on 23 June 2025. It is open to Council to make a further resolution in respect of the fee payable to the Deputy Mayor.

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.

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

Section 249(5) of the Act states that a council may pay the Deputy Mayor a fee determined by the council for such time as the deputy mayor acts in the Office of the Mayor, and the amount of the fee so paid must be deducted from the Mayor's annual fee.

Council resolved, on 23 June 2025, that an annual fee of \$10,000 be paid to the Deputy Mayor, with that fee to be deducted from the annual fee paid to the Mayor. As the remuneration payable to the deputy mayor is deducted from the Mayor's annual fee (which has been provided for within Council's current adopted budget), there are no budgetary implications if a deputy mayor is elected.

Link to Community Strategic Plan

Our Leadership -The systems, processes and partnerships that ensure genuine community participation, financial stewardship and excellent service deliver to our community.

Goal - LE2: Inclusive and sound decision making to guide the Central Coast into a bright future.

Strategy - LE2.1: Engage and communicate openly and honestly with the community and provide accessible opportunities for the community to be involved and participate in discussions.

Risk Management

If a Deputy Mayor is not elected, there is a risk that any absence or unavailability of the Mayor will need to be dealt with on an ad hoc basis. This risk is controlled by the appointment of a Deputy Mayor.

Attachments

Nil

Item No: 6.4
Title: Final Report on the Performance Improvement Order (PIO) - Submission to OLG for Information
Department: Corporate Services



23 September 2025 Ordinary Council Meeting

Reference: F2024/00015 - D17069771
Author: Edward Hock, Unit Manager Governance Risk and Legal
Executive: Marissa Racomelara, Acting Chief Executive Officer

Recommendation

That Council notes the conclusion of the Performance Improvement Order.

Report purpose

To summarise the information presented to the Office of Local Government (OLG) in compliance with the Performance Improvement Order (the PIO), and to note the completion of the PIO, and the consequences of that.

Executive Summary

Council was issued with the PIO, together with all other NSW Councils returning from Administration at the September 2024 Local Government Elections. The PIO placed certain limitations on Council's authority, and required quarterly compliance reporting to be furnished to the OLG. This report summarises that state of affairs and the information provided to the OLG.

Background

On 19 September 2024, the Minister for Local Government, the Hon Ron Hoenig MP, issued a [Performance Improvement Order](#) (PIO) on Central Coast Council pursuant to s438A of the *Local Government Act 1993* (NSW) (LG Act).

The PIO constrained the Council from taking certain actions available to it under the *Local Government Act 1993* without the concurrence of the Office of Local Government (OLG). The PIO also imposed an obligation to report quarterly to the OLG on certain metrics. Those quarterly reports have been provided as required, with the oversight and guidance of the Audit, Risk and Improvement Committee (ARIC).

As the PIO concludes on 18 September 2025, this report comprises a summary of the interactions with the OLG that arose as a consequence of the PIO, and provides the Council and the Community with insight into the data provided through the quarterly reports.

Report

The PIO issued on Council was consistent with those issued on all other NSW Councils returning from periods of Administration at the September 2024 Local Government Elections.

The PIO limited Council's authority to:

- Terminate the Chief Executive Officers contract of employment;
- Change its delegations;
- Restructure the organisation;

without the concurrence of the OLG.

Further, the PIO required Council to maintain financial discipline and oversight by:

- Implementing ongoing recommendations from the Public Inquiry into the financial crisis;
- Engaging ARIC on "any significant changes" to its priorities direction and take into account any recommendations;
- Implementing the adopted 2024-25 budget, with any significant changes requiring agreement of the Deputy Secretary of the OLG;
- Publicly documenting the impact of all resolutions on the Long Term Financial Plan;
- Avoiding decisions with adverse impacts on Council's financial metrics as measured by the OLG financial indicators;
- Maintaining an appropriate level of unrestricted cash, and only spend restricted funds on the purpose for which they were reserved; and
- Ensuring timely and accurate financial reporting, submit same to the OLG quarterly, and make clearly available on the website.

The PIO sought to maintain governance improvements by requiring Council to:

- Ensure best practice governance standards are implemented and maintained, to be achieved by providing adequate resources to ensure:
 - a) Governance standards were maintained;
 - b) The operational plan could be delivered;
 - c) Infrastructure maintenance met the operational plan and LTFP requirements;
 - and
 - d) There was consistent improvement in financial ratios.
- Only amend the Councillor and Staff Interaction Policy with the concurrence of the OLG;

6.4 Final Report on the Performance Improvement Order (PIO) - Submission to OLG for Information (cont'd)

- Ensure the development of a Councillor request system to manage email requests from Councillors, with a focus on respectful communication and reasonable usage (ie, not excessive).

In relation to Council meeting practices, the PIO required Council to:

- Ensure its Code of Meeting Practice (CoMP) complied with the Model Code of Meeting Practice for Local Councils in NSW;
- Ensure that Councillor briefings were open to the public unless the Chief Executive Officer was satisfied that grounds existed under the Act to exclude members of the public; and
- Ensure that decisions were not being made at briefings to the exclusion of the public.

The PIO required quarterly reports to be provided to OLG and to ARIC (which conducts meetings on a confidential basis). Given the expiry of the PIO, it is now appropriate to lift the confidentiality over the compliance reports and provide them to allow Council and the Community review of the compliance measures undertaken throughout the life of the PIO (Attachments 1 to 4).

Of note, Council reported no actual or technical breaches of the PIO, and received generally positive feedback from the OLG and ARIC on its compliance measures and the health of its financial management and governance practices.

Stakeholder Engagement

Council officers engaged extensively with the OLG and ARIC in order to develop a compliance framework during the PIO. Compliance reports were furnished on time, and the matters requiring concurrence of the OLG were realised in sufficient time to not impact on operational deliverables.

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.

There was an operational burden in maintaining compliance with the PIO, but that burden was able to be subsumed into the regular workday activities of Council officers in the course of their usual duties.

Link to Community Strategic Plan

Our Leadership - The systems, processes and partnerships that ensure genuine community participation, financial stewardship and excellent service deliver to our community.

Goal - LE1: Good governance, strong partnerships, and a transparent Council.

Strategy - LE1.2: Adhere to regulatory and compliance activities for community benefit and to drive a well-functioning organisation.

Risk Management






As the PIO has now expired, there is no ongoing compliance risk associated with it. However, the spirit of strong financial management and good governance practices remains relevant and applicable to the Council for the remainder of the term and beyond.

The cessation of the PIO frees some time and energy to the execution of other strategic priorities, but the practices put in place to comply with the PIO remain valuable ongoing.

Critical Dates or Timeframes

The PIO ceased to have effect on 18 September 2025.

Attachments

1	Central Coast Council letter to Deputy Secretary	Provided Under	D16577005
	OLG - PIO reporting obligations	Separate Cover	
2	Central Coast Council letter to Deputy Secretary	Provided Under	D16737333
	OLG - Q2 reporting obligations	Separate Cover	
3	Central Coast Council letter to OLG - additional	Provided Under	D16810888
	information for second compliance report	Separate Cover	
4	Central Coast Council to Office of Local	Provided Under	D16913230
	Government - Compliance Report for Third Quarter	Separate Cover	
5	Central Coast Council to Office of Local	Provided Under	D17074784
	Government - Q4 Compliance Report	Separate Cover	

Item No: 6.5
Title: Draft Code of Meeting Practice - For Public Exhibition
Department: Corporate Services



23 September 2025 Ordinary Council Meeting

Reference: F2022/02582 - D17060727
Author: Sharon McLaren, Section Manager Governance
Manager: Edward Hock, Unit Manager Governance Risk and Legal
Executive: Marissa Racomelara, Acting Chief Executive

Recommendation

That Council:

- 1 Endorses the draft Code of Meeting Practice for public exhibition for 28 days and to allow submissions up to 42 days from the date of exhibition.***
- 2 Notes that a further report will be presented to Council to consider submissions received during exhibition and adopt the Code of Meeting Practice at a future Ordinary Council Meeting.***

Report purpose

To inform Council and the Community of the Office of Local Government's (OLG) recently released Model Code of Meeting Practice and to endorse the new draft Code of Meeting Practice for public exhibition.

Executive Summary

The Minister for Local Government commenced a public consultation process in late 2024 with a view to providing a new [Model Code of Meeting Practice](#) (Model Code) for NSW Local Government.

The OLG released the Model Code on 29 August 2025, along with a [Frequently Asked Questions](#) (FAQs). As part of the release, councils are required to:

- Prepare a new draft Code of Meeting Practice (CoMP),
- Publicly exhibit the draft CoMP for at least 28 days and provide community at least 42 days to make a submission,
- Adopt a final CoMP by 31 December 2025.

The draft CoMP, as provided in (Attachment 1), has been prepared in compliance with the provisions of the new Model Code and is ready for public exhibition.

The new Model Code includes a series of new clauses and deletions of existing clauses. The key changes include:

- A prohibition on briefings,
- Questions without notice discouraged,
- Permissible reasons for attendance by AVL narrowed,
- Councillors and staff to stand when the mayor enters and when speaking,
- The removal of foreshadowed motions and amendments,
- A requirement to consider a dress code.

Overall, the changes support the increased standing of the Mayor, encourage early review of business paper and promote transparency.

Background

Council previously adopted a CoMP at its Ordinary Meeting on 26 August 2025. This was in response to legislative requirements to adopt a CoMP within 12 months of the Local Government election. It was noted in this report that OLG was undertaking a review of the Model Code which would likely result in changes to the CoMP once released.

As detailed in the FAQs, the changes within the Model Code aim to 'ensure meetings are conducted in a dignified and orderly way befitting to a chamber of democracy and to promote community confidence in councils and their decisions'.

As a requirement of the new Model Code, councils must prepare a new CoMP that complies with the new Model Code (by incorporating all provisions of the mandatory clauses), publicly exhibit the draft CoMP and adopt a final CoMP by 31 December 2025.

Report

Council officers have reviewed the new Model Code and consider that the majority of its requirements are broadly consistent with those that existed in the former Model Code.

The new Model Code includes mandatory provisions that councils must incorporate into their CoMP. There are also non-mandatory provisions that councils can choose to adopt to suit their circumstances.

New or amended clauses

The new Model Code largely keeps to earlier models, but there are a number of new additions that provide insight into the spirit of the new Model Code, and the intentions behind its preparation and release. These new additions are detailed in the following table, together with commentary from Council officers on their intent and impact. The clause numbers in the table below reflect the clause numbers in Attachment 1.

Section	Provision / Information of Significance	Comment / Consideration
Meeting Principles	Note: The Office of Local Government has issued a guideline on free speech in local government in NSW. The Guideline provides practical guidance to councils on what free speech means, including in relation to council meetings. The Guidelines have been issued under section 23A of the Act meaning Councillors must consider them when exercising their functions.	The new Model Code responds to the free speech guidelines, which provide a framework to ensure their political views are reasonably aired and debated.
Extraordinary Meetings	3.6 The Mayor may call an extraordinary meeting without the need to obtain the signature of two (2) Councillors.	New mandatory provision providing expanded power for the Mayor.
Prohibition of pre-meeting briefing sessions	<p>3.34 Briefing sessions must not be held to brief Councillors on business listed on the agenda for meetings of the council or committees of the council.</p> <p>Note: This reflects the intent of Chapter 4, Part 1 of the Act which requires business of the council to be conducted openly and transparently at a formal meeting of which due notice has been given and to which the public has access.</p> <p>3.35 Nothing in Clause 3.31 prevents a Councillor from requesting information from the Chief Executive Officer about a matter to be considered at a meeting, provided the information is also available to the public. Information requested under this clause must be provided in a way that does not involve any discussion of the information.</p>	<p>Mandatory provisions – This means that Councillors are required to consider the business papers in advance of each meeting, and formulate their understanding of the issues ahead of time.</p> <p>Section 3.35 makes clear that Councillors are expected to seek information from Council officers using mechanisms other than questions during a Council meeting.</p> <p>The whole of this part seeks to ensure that the business of Council, which is the making of decisions and commitment to resolutions, is conducted transparently and in view of the community.</p>

Section	Provision / Information of Significance	Comment / Consideration
Attendance by Councillors at Meetings	5.2 The council may determine standards of dress for Councillors when attending meetings.	New mandatory provision requiring Council to consider whether to adopt standard dress code.
	5.4 Where a Councillor is unable to attend one or more meetings of the council or committees of the council, the Councillor should submit an apology for the meetings they are unable to attend, state the reasons for their absence from the meetings and request that the council grant them a leave of absence from the relevant meetings.	New mandatory provision with Councillors encouraged to submit an apology if unable to attend meeting/s. This gives the community greater visibility over the participation of their elected representatives.
Attendance by Councillors at Meetings by Audio-Visual Link	5.18 Councillors may attend and participate in meetings of the council and committees of the council by audio-visual link with the approval of the council or the relevant committee where they are prevented from attending the meeting in person because of ill-health or other medical reasons or because of unforeseen caring responsibilities.	New mandatory provision with attendance by audio-visual link narrows the circumstances in which a Councillor may be permitted to attend by AVL.
Entitlement of the Public to Attend Council Meetings	5.34 On the adoption of this Code and at the commencement of each Council term, the Council must determine whether to authorise the person presiding at a meeting to exercise a power of expulsion. The power may be conferred for all people, or people other than councillors	New mandatory provision requiring Council to determine whether to allow the person presiding a meeting to have standing authority to expel councillors and/or non- councillors for misconduct.
Mode of Address	7.1 Where physically able to, Councillors and staff should stand when the Mayor enters the chamber and when addressing the meeting.	New mandatory provision to require standing in accordance with the Model Code.
Business that can be Dealt with at a Council Meeting	9.3 Despite clause 9.1, business may be considered at a meeting of Council at which all Councillors are present even though due notice has not been given of the business to Councillors, if the Council resolves to deal with the business on the grounds that it is urgent and requires a decision by the Council before the next scheduled Ordinary	New mandatory provisions to simplify process for dealing with urgent matters.

Section	Provision / Information of Significance	Comment / Consideration
	meeting. A resolution adopted under this clause must state the reasons for the urgency.	
	9.4 A motion moved under Clause 9.3 can be moved without notice. Despite any other provision of this Code, only the mover of a motion referred to in Clause 9.3 and the Chairperson, if they are not the mover of the motion, can speak to the motion before it is put.	
Mayoral Minutes	9.7 The Mayor may, by minute signed by the Mayor, put to the meeting without notice any matter or topic that the mayor determines should be considered at the meeting.	New mandatory provision expanding the jurisdiction for the topic of a Mayoral minute.
Notices of Motion	10.2 If a Councillor who has submitted a notice of motion under Clause 3.13 wishes to withdraw it, they may request its withdrawal at any time. If the notice of motion is withdrawn after the agenda and business paper for the meeting at which it is to be considered have been sent to Councillors, the Chairperson is to note the withdrawal of the notice of motion at the meeting unless the council determines to consider the notice of motion at the meeting.	Updated mandatory provision to clarify timing and process for a withdrawal of a Notice of Motion.
Voting on Planning Decisions	11.7 The Council or a Council Committee must not make a final planning decision without receiving a staff report containing an assessment and recommendation in relation to the matter put before the council for a decision. 11.8 Where the Council or a Council Committee makes a planning decision that is inconsistent with the recommendation made in a staff report, it must provide reasons for its decision and why it did not adopt the staff recommendation.	New mandatory provisions on planning decisions to align with Independent Commission Against Corruption recommendations.
Resolutions Passed at	14.19 The Chief Executive Officer must cause business papers for items of business	New mandatory provisions on making information

Section	Provision / Information of Significance	Comment / Consideration
Closed Meetings to be Made Public	<p>considered during a meeting, or part of a meeting, that is closed to public, to be published on the Council's website as soon as practicable after the information contained in the business papers ceases to be confidential.</p> <p>14.20 The Chief Executive Officer must consult with the Council and any other affected persons before publishing information on the Council's website under clause 14.19 and provide reasons for why the information has ceased to be confidential.</p>	<p>considered at closed meeting/s public, in line with Independent Commission Against Corruption recommendations. The intent of these changes is to ensure greater transparency and consideration of reasons for confidentiality being maintained.</p>
Acts of Disorder	<p>15.10 A Councillor commits an act of disorder if the Councillor, at a meeting of the Council or a Committee of the Council:</p> <ul style="list-style-type: none"> (a) contravenes the Act, the Regulation or this Code; or (b) assaults or threatens to assault another Councillor or person present at the meeting; or (c) moves or attempts to move a motion or an amendment that has an unlawful purpose or that deals with a matter that is outside the jurisdiction of the Council or the Committee, or addresses or attempts to address the Council or the Committee on such a motion, amendment or matter; or (d) uses offensive or disorderly words, or (e) makes gestures or otherwise behaves in a way that is sexist, racist, homophobic or otherwise discriminatory, or, if the behaviour occurred in the Legislative Assembly, would be considered disorderly, or (f) imputes improper motives to or unfavourably personally reflects upon any other council official, or a person present at the meeting, except by a motion, or (g) says or does anything that would promote disorder at the meeting or is otherwise inconsistent with maintaining order at the meeting. 	<p>New mandatory provisions providing greater clarity over the definition of acts of disorder.</p>

It is clear that the intent of the new Model Code is to ensure that decisions of Council are, to the extent possible, being made in full view of the public, with adequate consultation, and a greater level of transparency. Briefings are expressly prohibited, and raising questions for Council officers during a Council meeting is discouraged in favour of using the existing tools such as Councillor Information Requests and Questions with Notice. In order to best facilitate these changes, Council Officers will attend to improvements to the Councillor Information Request application during the public exhibition period.

Deleted Clauses

Further to the new additions, a number of provisions from the former Model Code have not been retained, with the following table detailing those provisions that have been deleted.

Section	Deleted Provision – In summary format
Giving Notice of Business to be Considered at Council Meetings	5.16 If a Notice of Motion has legal, strategic, financial or policy implications the Chief Executive Officer may prepare a report for inclusion with the business papers for the meeting
	5.17 A Notice of Motion for the expenditure of funds or redirection of resources on works and/or services other than those already in Council's operational plan must identify the source of funding for the expenditure
	5.18 Councillors are to liaise with the CEO for assistance in costing Notices of Motion and identifying potential funding
Statement of Ethical Obligations	5.28 Business papers must contain a statement reminding about the oath/affirmation of office made under section 233A of the Act
Pre-Meeting Briefing Sessions	5.38 the Chief Executive Officer may arrange a pre-meeting briefing session to brief Councillors on business to be considered at the meeting.
	5.39 sessions may also be held for extraordinary meetings
	5.40 sessions are to be held in the absence of the public.
	5.41 Pre-meeting briefing sessions may be held by audio-visual link.
	5.42 The Chief Executive Officer to preside at sessions.
	5.43 Councillors (including the Mayor) must not use pre-meeting briefing sessions to debate or make preliminary decisions
	5.44 Councillors are to make all reasonable efforts to attend pre-meeting briefing sessions.
	5.45 Councillors must declare and manage any conflicts of interest they may have in relation to any item of business that is the subject of a briefing.

Section	Deleted Provision – In summary format
Attendance of the Chief Executive Officer and Other Staff at Meetings	6.44.1 The attendance of other Council staff at a meeting, shall be with the approval of the Chief Executive Officer.
	6.44.2 staff may attend meetings of the Council and Committees of the Council by audio-visual link.
Foreshadowed Motions	11.17 A Councillor may propose a foreshadowed motion
	11.18 Where an amendment has been moved and seconded, a Councillor may, foreshadow a further amendment
	11.19 Foreshadowed motions and amendments are to be considered in the order in which they are proposed.
Attendance at Committee Meetings	21.8 A Committee member (other than the Mayor) ceases to be a member of a Committee if the Committee member: is absent from 3 meetings/at least half of the meetings/without an acceptable reason
	21.9 Clause 0 does not apply if all of the members of the Council are members of the Committee.
Policy Definitions	<ul style="list-style-type: none"> • Foreshadowed Amendment • Foreshadowed Motions

The new Model Code also brings attention to the guideline on 'Free speech in local government in NSW'. The guideline has been issued under section 23A of the *Local Government Act 1993* (NSW) (LG ACT), with Councillors needing to consider the guideline when exercising their functions at meetings. The guideline is available here: [Free speech in local government in NSW](#)

The draft CoMP presented in (Attachment 1) includes all mandatory and non-mandatory provisions from the new Model Code, with changes indicated by red text. Where appropriate some provisions from the CoMP that was adopted on 26 August 2025 have been retained, with those changes indicated by green text.

Stakeholder Engagement

Public exhibition is required prior to adopting a final CoMP, with at least 28 days of exhibition and at least 42 days to allow for submissions. The draft CoMP for public exhibition is provided in (Attachment 1) and is proposed to be exhibited and open for submissions from Wednesday 24 September to Thursday 4 November 2025.

The [OLG Circular](#) and [Frequently Asked Questions](#) provides details of all changes with matters of greatest significance as identified in the majority of submissions made by councils during public consultation, include the:

- Prohibition of Councillor Briefings
- Requirement for Councils to release confidential information considered at Council meetings once it is determined that the reason for determining a matter confidential no longer exists

Other matters for further consideration are the:

- Implementation of a dress standard
- Delegation of responsibility to the Chair of each Council and Committee meeting to expel a Councillor or any person other than a Councillor that disrupt Council/committee meetings
- Standing of Councillors and staff when the Mayor enters the room and to stand when speaking at a meeting.

The application of these will be determined with consideration to submissions and will be implemented in line with the adoption of the final CoMP.

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

Our Leadership - The systems, processes and partnerships that ensure genuine community participation, financial stewardship and excellent service deliver to our community.

Goal - LE2: Inclusive and sound decision making to guide the Central Coast into a bright future.

Strategy - LE2.1: Engage and communicate openly and honestly with the community and provide accessible opportunities for the community to be involved and participate in discussions.

Risk Management

All councils are required to adopt a CoMP that incorporates the mandatory provisions of the new Model Code by 31 December 2025. If a council does not adopt a CoMP that incorporates the mandatory provisions of the new Model Code by 1 December 2025, any provisions of council's CoMP that is inconsistent with the new Model Code is automatically overridden by the relevant provision of the new Model Code.

Endorsing the draft CoMP for public exhibition, as provided in (Attachment 1), ensures Council is compliant and is able to consider submissions before adopting a final CoMP.

Critical Dates or Timeframes

All councils are required to have an adopted CoMP by 31 December 2025, with at least 28 days of public exhibition and at least 42 days allowance for submissions before adopting a final CoMP. The recommendations of this report ensure compliance, with a further report to be presented to Council in November 2025 addressing any submissions, changes made to the draft CoMP as a result of submissions and recommending adoption of a final CoMP.

Attachments

1	Draft Code of Meeting Practice for public exhibition	Provided Under Separate Cover	D17074053
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Item No: 6.6
Title: Central Coast Regional Sporting and Recreation Complex Stage 2
Department: Community and Recreation Services



23 September 2025 Ordinary Council Meeting

Reference: F2019/00878-003 - D17033026
Author: Brett Sherar, Unit Manager Open Space and Recreation
Executive: Melanie Smith, Director Community and Recreation Services

Recommendation

That Council:

- 1 *Continue to utilise the current tender ready Central Coast Regional Sporting and Recreation Complex (CCRSRC) Stage 2 Indoor Facility detailed designs package, based on 2018 stakeholder engagement, to apply for Federal and State grants.***
- 2 *Continues promoting the Central Coast Regional Sporting and Recreation Complex Stage 2 Indoor Facility as a Key Enabling Project to the State and Federal Governments.***

Report purpose

At its Ordinary Meeting of 22 July 2025, the below Notice of Motion was received:

743/25

That Council directs the Chief Executive Officer to bring back a report to the September Ordinary Council Meeting on the design, costing and funding opportunities for the Indoor Centre being Stage two (2) of the Tuggerah Regional Sports Centre with a view to commissioning detailed design, followed by development approval as soon as possible but in any event before the next Federal Election.

This report responds to the Notice of Motion.

Executive Summary

The CCRSRC was planned as a two (2) stage project in 2016. Stage Two (2) (indoor facility) remains unfunded despite being identified as a key enabling regional project.

A 2018 design package estimated the construction cost at \$28M. Adjusted for historical and predicted future construction cost index trends in Australia, the construction cost in 2028 is projected at \$44.1M excluding project management costs. No funding is currently allocated, and no suitable grants have been identified to date.

Background

The CCRSRC original concept designs, including the indoor facility and outdoor field, were completed in 2016. Due to limited Government grant funding being made available for the estimated \$48M project, it was decided to split the project into two (2) stages. With the \$10M Commonwealth Government's National Stronger Regions Fund grant being for building economic growth, it was determined that the field construction would provide far greater economic benefit through attracting large events, and therefore was selected to become Stage One and constructed first.

Since the completion of Stage One, Council Officers have endeavoured, unsuccessfully, to source funding for the indoor facility. The project has been identified as a key enabling project for Central Coast Council for the previous two (2) Federal elections and is available on Council's website on the below link:

[ccc key enabling projects final web.pdf](#).

In 2018, extensive consultation was undertaken with representatives from local and State sporting organisations, the University of Newcastle, and other key stakeholders. The purpose was to develop an updated concept design and undertake detailed design to provide a tender-ready package to support Council's grant applications for Stage Two funding. This tender-ready detailed design package is still available but would need to be reviewed to ensure the design still meets the needs of the sporting groups and relevant building codes.

The Quantity Surveyors Report of April 2018 identified the construction cost to be \$28,004,424 excluding GST, and not taking into account the cost of detailed design, regulatory approvals or project management.



Picture 1: Artist impression of Indoor Facility layout



Picture 2: Artist impression of front view of Indoor Facility



Picture 3: Artist impression of one hall of the Indoor Facility

In September 2020, funding of \$11M was offered to Central Coast Council by the NSW Government as partial funding of the estimated \$35M required for Stage Two (2) of the CCRSRC. This amount was \$24M less than the estimated cost of construction and was not supported for use on the construction of all, or part of, the indoor facility due to Council's financial position at the time.

Negotiation with the funding body led to the reallocation of the entire grant to sports ground infrastructure upgrades across the Central Coast.

Report

The indoor facility at CCRSRC will provide enhanced opportunities for sport and recreation activities at a local, district and regional level on the Central Coast.

Based on the quantity survey costs provided in 2018, and adjusting for historical and predicted future construction cost index trends in Australia, the current preliminary cost estimate for construction of CCRSRC Stage Two indoor facility in 2028 is \$44.2M plus project management costs of approximately 5%. This amount could fluctuate if there are unforeseen changes in the construction industry including cost of building materials. To obtain a more accurate costing, an updated quantity surveyor could be engaged to review the existing detailed design.

Prior to going to tender for the construction of CCRSRC Stage Two, it would be appropriate to re-engage with all relevant stakeholders to confirm the current 2018 designs still align with the future needs of the facility.

Currently no funding is allocated in Council's 2025-2029 Delivery Program for further planning, design works or approvals for Stage Two of the CCRSRC indoor facility and grandstand.

An extensive search of grant opportunities currently available for either detailed design or construction of Stage Two has not identified a suitable program to the level of funding needed. The search included NSW Government grants, Australian Government grants, Sport NSW and Australian Sports Commission.

Without grant funding, Council would need to consider the inclusion of a funding amount into Council's Capital works program budget for the re-engagement with all relevant stakeholders, updating of the concept design, detailed design and statutory approvals of the indoor facility.

Without a clear understanding of the scope of changes required to the detailed design, it is not possible to provide an accurate cost estimate for the project. However, a preliminary rough estimate would be approximately \$250,000.

If redesign of the building is required, typical timeframes to undertake detailed design for a building of this scale is 12 months and includes concept design, design development, and preparation of detailed construction documentation.

Development application and approvals for a building of this scale generally takes 12–18 months, including the Development Assessment (DA). Environmental approvals can be undertaken at the same time as the detailed design.

Options

1. Continue to use the current tender-ready detailed designs package based on 2018 stakeholder engagement to apply for Federal and State grants while promoting CCRSRC Stage 2 Indoor Facility as a Key Enabling Project to NSW State and Federal Governments.

Recommended as no extra resources or funding is required and there is a risk that if further engagement, design, and approvals are undertaken without a construction budget within three years, the funds expended could be wasted. It would be preferable for these works to be completed once a construction budget is identified.

2. Undertake an updated quantity surveyor estimate on the current design with an estimated cost of up to \$66,000.

Not Recommended due to the potential need to review the designs for suitability and compliance to current standards when a construction budget is identified which would require another quantity surveyor estimate.

3. Re-engagement with all relevant stakeholders to validate the current design is still valid with a view to request a future budget allocation to update the concept design, detailed design and statutory approvals of the Indoor Facility.
Not Recommended due to no construction budget being identified and potential need to re-engage again at a later date if no construction budget is identified within three years.
4. Add \$250,000 to Council's Capital works program budget for the re-engagement with all relevant stakeholders, updating of the concept design, detailed design and statutory approvals of the Indoor Facility.
Not Recommended due to no construction budget being identified.
5. Council allocates the full cost of construction of CCRSRC stage 2 Indoor Facility in a future year's capital works budget and re-engagement with all relevant stakeholders before tendering to validate the current design to finalise the concept design, detailed design, and statutory approvals for the Indoor Facility.
Not Recommended due to the high cost of construction.

Stakeholder Engagement

- Otium Sport and Leisure Planning Group
- All relevant sporting groups represented on the Central Coast
- University of Newcastle
- Council Officers from related Council departments

Financial Considerations

Financial Year (FY) Implications.

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

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

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

There are two (2) costs to be considered related to the construction of CCRSRC Stage Two (2) Indoor Facility which are the capital costs outlined in this report and the recurrent operation costs not currently identified in the Long-Term Financial Plan including depreciation, operating cost such as electricity and water, income, salary, and materials. A detailed business plan would need to be prepared to determine these costs.

Link to Community Strategic Plan

Our Place - The levers that help our people to live, move and enjoy their life on the Central Coast.

Goal - PL3: Healthy and balanced lifestyles where people have access to essential amenities and services.

Strategy - PL3.1: Provide and maintain community facilities, spaces and services to enjoy sport, leisure and recreation.


Risk Management

There is a risk that if further engagement, design, and approvals are undertaken without a construction budget within three years, the funds expended could be wasted. It would be preferred that these works would be completed once a construction budget is identified.

Critical Dates or Timeframes

Nil

Attachments

1	MCG QS Revised Preliminary Cost Plan,  CCRSRC STAGE 2- Copy	Provided Under Separate Cover	D13218076
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Item No: 6.7
Title: Gosford Regional Library Project Status Update
Department: Infrastructure Services



23 September 2025 Ordinary Council Meeting

Reference: PROJ/24215-03 - D17058023
Author: Mark Butterfield, Project Manager
Manager: Beth Burgess, Unit Manager Community and Culture
Michael Ross, Unit Manager Procurement and Project Management
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 inform 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 quarter, to 31 August 2025.

Background

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

158/23 Resolved

- 1 That Council notes that a contract for the Design Development and Construction of Gosford Regional Library has been entered into with North Construction & Building Pty Ltd, in accordance with Resolution 104/23.*
- 2 That Council notes Attachment 1, which details progress on the Gosford Regional Library project.*

- 3 *That Council notes that, in accordance with the Office of Local Government, further reports will be provided to Council every quarter to inform Council on the following items for the Regional Library project:*
- *The project's progress.*
 - *Costs and budget variances*
 - *Any issue that may have an adverse impact on the project, both monetary and non-monetary*

Report

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

Current Status

Project expenditure is \$32,227,829 as of 31 August 2025, against a total budget of \$32.7M.

Construction works are complete. Practical Completion for CPA/3691 has been granted. Operational Readiness works are substantially complete.

The Library officially opened on 5 September 2025.

Project risks are being controlled using a Risk Management Plan and Risk Register.

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 at the December 2025 Ordinary Council Meeting. The December report will be the last and final quarterly update reported to Council for the Gosford Regional Library project.

Progress of Works

North completed the following works as of 31 August 2025:

- Completed all construction works

North plans the following works for next quarter:

- Close off outstanding minor defects

Council plans the following works for next quarter:

- Complete operational readiness works
- Open the Library

Current Open Contracts

The following contracts are open for the Library project:

- CPA/3691 – Design Development and Construction of Gosford Regional Library

Stakeholder Engagement

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

Financial Considerations

Financial Year (FY) Implications.

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

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

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

Current performance against project budget is shown in Table 1.

Table 1: Financial Performance to 31 August 2025

Central Coast Council*									
Natural Account Details									
For Period Aug 25									
Aug 25 Actuals									
Natural Account	2025/26 This Period Actuals	2025/26 This Period Budgets	2025/26 This Period Variance	2025/26 YTD Actuals	2025/26 YTD Budgets	2025/26 YTD Variance	2025/26 Full Year Budget	2025/26 Current Encumbran ce	YTD Act % YTD Bud
24215. Gosford Regional Library and Innovation Hub									
270002. WIP Labour	15,018	0	(15,018)	25,403	0	(25,403)	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	410,266	500,000	89,734	381,797	540,000	158,203	1,255,186	307,114	
270011. WIP Labour - Overtime	318		(318)	318		(318)			
270012. WIP Oncost - Leave and Super	5,782	0	(5,782)	9,780	0	(9,780)	0	0	
Total 24215. Gosford Regional Library and Innovation	431,384	500,000	68,616	417,299	540,000	122,701	1,255,186	307,114	77.3%
Grant Revenue									
760020. Capital Grants - Library	0	0	0	0	0	0	(350,000)	0	0.0%
Actuals for 19-20, 20-21, 21-22, 22-23 & 23-24 at 31 Aug 25									
Natural Account	2019/20 Full Year Actuals	2020/21 Full Year Actuals	2021/22 Full Year Actuals	2022/23 Full Year Actuals	2023/24 Full Year Actuals	2024/25 Full Year Actuals	2025/26 YTD Actuals	Total Cost as at 31 Aug 25	
24215. Gosford Regional Library and Innovation Hub									
270002. WIP Labour	30,401	81,108	65,518	62,805	150,889	146,120	25,403	562,245	
270003. WIP Labour Hire			294	0	0	0	0	294	
270004. WIP Internal Expense - Plant and Fleet Hire		17	0	0	0	0	0	17	
270007. WIP Materials and Contracts	140,930	588,783	681,375	908,924	6,468,820	22,338,132	381,797	31,508,761	
270011. WIP Labour - Overtime				1,151	1,683	1,666	318	4,818	
270012. WIP Oncost - Leave and Super	0	0	5,271	22,296	58,091	56,256	9,780	151,695	
Total 24215. Gosford Regional Library and Innovation	171,331	669,908	752,458	995,176	6,679,484	22,542,174	417,299	32,227,829	

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

Funding Sources	Amount	Restriction Type
Council Special Rate Variation	11,569,666	131025 Internal Restrictions (Regional Library)
Federal Government Grant	7,000,000	
Developer Contributions	9,487,656	s. 7.12 Developer Contributions
Proceed Sale of Kibbleplex	2,733,387	130200-Internal Restrictions (Land Development)
Future Projects	1,909,291	131041- Internal Restriction (Future Projects)
Total	32,700,000	

Performance Against Time

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.

Link to Community Strategic Plan

Our Place - The levers that help our people to live, move and enjoy their life on the Central Coast.

Goal - PL2: Sustainable and accessible infrastructure to support a growing community.

Strategy - PL3.1: Provide and maintain community facilities, spaces and services to enjoy sport, leisure and recreation.

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.

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

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

- Sub-ground conditions (latent conditions under the rear carpark)

Planned contingency measures and fund allocations set aside within the current project budget for this risk has been triggered.

Critical Dates or Timeframes

The Gosford Regional Library officially opened to the public on 5 September 2025, marking the completion of construction and substantial operational readiness activities. Practical Completion for contract CPA/3691 was granted prior to this date, enabling final preparations for opening.

Minor defect rectification works by North Construction & Building Pty Ltd are scheduled for completion in the next quarter.

The final quarterly progress report on the project will be presented at the December 2025 Ordinary Council Meeting, in line with the reporting requirements set by the Office of Local Government and the Community Development Grants Programme funding agreement.

Attachments

Nil

Item No: 6.8
Title: Council Services during Union Picnic Day 2025 and the Christmas 2025 - New Year Period 2026 - For Information
Department: Community and Recreation Services



23 September 2025 Ordinary Council Meeting

Reference: F2024/00302 - D17047314
Author: Ellen Suarez, Unit Manager, Customer Marketing and Economic Development
Executive: Melanie Smith, Director Community and Recreation Services

Recommendation

That Council:

- 1 Notes the report on essential services in operation on the Union Picnic Day 5 December 2025, Christmas 2025 – New Year 2026 closure period from 24 December 2025 to 2 January 2026 inclusive.***
- 2 Notes the Customer Service development and training date - Friday 9 January 2026 with customer service being closed.***

Report purpose

To provide an overview of Council Service closures or changes on Union Picnic Day and 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.

Executive Summary

This report provides an overview of the changes and closures to Council services during Union Picnic Day on 5 December 2025, and the Christmas/New Year closure period from 24 December 2025 to 2 January 2026. It also includes information on the Customer Service development and training day scheduled for Friday 9 January 2026.

The report highlights the essential services that will continue to operate during these closure periods and outlines the communication strategies to inform the community about these changes, including updates on Council's website and social media channels. It also addresses how customers can contact Council during these time periods with any urgent or non-urgent issues.

6.8 Council Services during Union Picnic Day 2025 and the Christmas 2025 - New Year Period 2026 - For Information (cont'd)

Additionally, the report provides a review of the previous customer service training day closure in 2025 and the impact on customers, noting that there were no complaints about the inability to contact Customer Service during the last Christmas closure.

Background

Council has consistently closed its premises on Union Picnic Day and between Christmas Day and New Year's Day public holidays.

This report includes a review as requested by Council at the 10 December 2024 Ordinary Council Meeting. (Resolution 525/24).

525/24 That the effectiveness of the Customer Service staff training date immediately after the Christmas break be reviewed by September 2025.

The following table outlines the number of customers and the channel used by customers when contacting Council during previous closure periods

Table 1 – Customer Enquiries via channel and date

Date	Oracle CMS	Call Centre	Counter visits	CX Portal
Monday 6 January 2025	102	0	0	92
Tuesday 7 January 2025	0	926	184	84
Monday 2 January 2024*	0	*572	*114	*67
Monday 9 January 2023	0	1240	182	108
Picnic Day Friday 6 December 2024	100	0	0	58

*1 week Christmas closure

On Monday, 6 January 2025, Oracle CMS, Council's after hours service provider, received 102 calls between 8.30am and 5:00pm which compares to the number of calls received during Picnic Day on Friday, 6 December 2024 when all Council Services are closed.

When Customer Service reopened on Tuesday, 7 January 2025, the call centre received 926 calls compared to 1240 on the first day of reopening in January 2023 after the two-week Christmas closure.

There were no complaints made by customers about the inability to contact Customer Service on Monday, 6 January 2025. Advance communication was provided to the community through Council's website, call centre interactive voice response (IVR) messaging, social media and media release providing notification and options for customers to contact Council during this time.

6.8 Council Services during Union Picnic Day 2025 and the Christmas 2025 - New Year Period 2026 - For Information (cont'd)

In 2025 the closure dates will be Friday 5 December 2025 for Union Picnic Day and from Wednesday 24 December 2025 to Friday 2 January 2026 inclusive for the Christmas closure.

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

The Customer Service development and training day will occur on Friday 9 January 2026, rather than the Monday following Christmas closure return. This date has been chosen as there are no Rates or Water notices due until late January 2026, taking advantage of the quieter post-Christmas period, reducing the impact on customers and allowing customers to access Customer Service for the preceding four days prior.

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 Council Officers, including on call officers, available to deliver essential services and respond to issues that may require immediate attention.

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.

Union Picnic Day 5 December 2025, Christmas and New Year Closure – Wednesday 24 December 2025, with services returning Monday 5 January 2026.

Several services will have different hours of closure and return of services:

- Council's Customer Service will reopen on Monday 5 January 2026 at Wyong, Gosford, Woy Woy and The Entrance. However, Council Officers will undertake a development and mandatory training day on Friday 9 January 2026. On this day, counters in the Administration Building in Wyong and the Gosford Regional Library will be closed to the public. The Customer Service desk at Woy Woy library will also be closed to the public. All services will re-open on Monday 12 January 2026.
- Libraries will be closing from close of business on Tuesday 23 December 2025, re-opening on Monday 5 January 2026.
- Early Childhood Education and Care Centres will be closing from 6pm on Friday 19 December 2025, re-opening to children on Tuesday 6 January 2026.

For the Christmas and New Year closure, non-urgent requests received over this period will be processed from Monday 5 January 2026.

Information will be available on Council's website, via Council News, 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 2 – Essential Services During Closure Periods

Location	Detail
Airport	Warnervale Airport remains open.
Animal Care Facilities	The Animal Care Facilities will be operating as normal throughout the closure periods
Beaches	<p>Council lifeguards will be at the 15 patrolled beaches over the Christmas/New Year Closure.</p> <p>Saturday, Sunday and Public Holidays; 25-27 December 2025 and 1-2 January 2026 will be patrolled by Surf Life Saving Central Coast.</p>
Cemeteries	<p>Cemeteries and gardens will be open to visitors during daylight hours every day.</p> <p>The Cemeteries Team office is closed during Union Picnic Day Closure.</p> <p>The Cemeteries Team are available for burial bookings only during the Christmas/New Year Period, the office is closed to all other enquiries. The contact number is 02 4350 5108.</p>
Community Facilities	<p>Groups with bookings will have self-access during this time via the online bookings system.</p> <p>More information will be available on Council's Community Centres and Halls webpage.</p> <p>Customers can plan via Council's website for current application processing days to factor in pre-booking prior to the Christmas/New Year closure period.</p>

Location	Detail
	https://www.centralcoast.nsw.gov.au/recreation/planning-events/hall-and-venue-finder
Early Childhood and Education and Care	All Centres will be closed from 6pm on Friday 19 December 2025, re-opening to children on Tuesday 6 January 2026. This is to allow staff time to pack up, do a stock take and order of equipment, as well as do a deep clean of the centres prior to Christmas, and a set up and planning day on Monday 5 January 2026.
Customer Service Centre and Call Centre	Emergency calls to 02 4306 7900 will go through our after-hours service provider. All non-urgent issues, enquiries or requests can be lodged through Council's online Customer Service Centre at any time, via 'Customer Service' or 'Report an issue' on the website home page, and will be progressed by the Customer Service team from Monday 5 January 2026, during business hours.
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 officers for assessment and response.
Gyms and Recreation Facilities	Peninsula Leisure Centre and Lake Haven Recreation Centre will remain open during the Christmas/New Year closure period except for Christmas Day 25 December 2025 and Boxing Day 26 December 2025. During the closure period pools will operate at adjusted hours. Please check individual facility schedules for specific operating times Niagara Park Stadium will be closed from 22 December 2025 to 4 January 2026. <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>
Holiday Parks	Central Coast Council Holiday Parks will be open.
Libraries	All libraries will be closed from close of business on Tuesday 23 December 2025, re-opening on Monday 5 January 2026.

Location	Detail
	<p>Library return chutes will be open, along with Library@YourTime which will continue to operate at Bateau Bay, Kariong, Toukley and Kincumber Libraries.</p> <p>Reservations placed prior to the closure period commencing from close of business on 23 December 2025 will be available for collection from secure book lockers at Erina, Tuggerah and Umina Beach Libraries, and the Wyong Service Centre during the closure period.</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 will remain open during the Christmas/New Year closure period except for Christmas Day 25 December 2025 and Boxing Day 26 December 2025. During the closure period pools will operate adjusted hours. Please check individual pool schedules for specific operating times.</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. 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>
Town Centres	<p>For urgent issues contact Council's after-hours hotline on 02 4306 7900.</p> <p>Cleaning and security will be provided in town centres as per normal operating hours.</p>

Location	Detail
Theatres and Galleries	<p>Gosford Regional Gallery will be open during the Council closure period except for Christmas Day, Boxing Day and New Year's Day.</p> <p>Laycock Street Community Theatre box office will be closed from 22 December 2025 and the theatre itself will be closed from 24 December 2025 to 5 January 2026 (inclusive). Box Office reopens 12 January 2026.</p>
Visitor Information Centre, The Entrance	The Central Coast Visitor Centre will be open every day from 9:30am-4:30pm except for Christmas Day, Boxing Day and New Year's Day.
Waste and Recycling Collections	<p>Bin collections will continue as normal.</p> <p>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.</p>
Water and Sewer Services	<p>Water and Sewer services will continue with a reduced roster arrangement.</p> <p>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.</p> <p>Any water service interruptions are listed on Council's website.</p>

Stakeholder Engagement

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 Consideration

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

Our Economy - All of the activities that create a dynamic and thriving region, with educational pathways, employment opportunities a strong tourism sector and vibrant town centres.

Goal - LE1: Good governance, strong partnerships, and a transparent Council.

Strategy - LE3.1: Serve the community by providing great customer service, value for money and quality services.

Risk Management

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

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

Critical Dates or Timeframes

Nil.

Attachments

Nil.

Item No: 6.9
Title: Probity Statement - Committees - For Adoption
Department: Corporate Services



23 September 2025 Ordinary Council Meeting

Reference: F2022/02582 - D17040996
Author: Edward Hock, Unit Manager Governance Risk and Legal
Executive: Marissa Racomelara, Acting Chief Executive Officer

Recommendation

That Council adopts the Probity Statement for Committees and endorse its inclusion as an appendix to each Standing Committee's Terms of Reference.

Report purpose

To respond to a request by Council to develop a probity strategy for committee meetings.

Executive Summary

Council resolved to request the Chief Executive Officer to prepare a probity strategy and protocol regarding the operation of its standing committees. This report provides that collateral, together with background information on Councillors' probity obligations.

Background

On 27 May 2025, Council resolved:

*680/25
That Council*

3. Requests the Chief Executive Officer to develop a probity strategy and protocol regarding the operation of the Committees and bring back to the June 2025 Ordinary Council Meeting.

As detailed in subsequent meetings, the departure of key officers, and challenges in coordinating sessions with external providers has frustrated the timing of this return report.

Report

The probity obligations of the Councillor members of Committees, including the Chairs of those committees, are detailed at length in the Code of Conduct, the Code of Meeting Practice, and the Terms of Reference for each Committee.

To augment those existing documents with a further strategy and protocol risks diluting the effect and understanding of the foundational pieces of probity management in local government in NSW.

Accordingly, in order to fulfil the obligation to enact Council's lawful resolutions, Council Officers have prepared the Probity Statement (Attachment 1), which links to the various obligations and responsibilities of members and Chairs, and can be appended to each Committee Terms of Reference as a useful guide.

The Probity Statement is effective in reinforcing Councillors' obligations and responsibilities of disclosure and probity management, and in providing a single reference point for many of those obligations.

Financial ConsiderationsFinancial 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.

As there is no change to the structure of business of the Committees, there is no financial impact in the inclusion of the Probity Statement in these operations. It is noted that the upcoming Committee Chair training session with an external provider is funded in the current year's operational budget.

Link to Community Strategic Plan

Our Leadership - The systems, processes and partnerships that ensure genuine community participation, financial stewardship and excellent service deliver to our community.

Goal - LE1: Good governance, strong partnerships, and a transparent Council.

Strategy - LE1.2: Adhere to regulatory and compliance activities for community benefit and to drive a well-functioning organisation.

Risk Management

The adoption of the Probity Statement will reinforce the existing risk management practices in this area, and strengthen the controls in place.

Critical Dates or Timeframes

Nil.

Attachments

- 1**  Probity Statement - Committees Provided Under Separate Cover D17070123

Item No: 6.10
Title: Proposed Amendments to 2025-26 Fees and Charges – Parking Stations - For Public Exhibition
Department: Environment and Planning



23 September 2025 Ordinary Council Meeting

Reference: F2025/00016 - D17014304
Author: Simone Chad, Manager Parking Stations
Manager: Bill Ignatiadis, Unit Manager Commercial Property and Business Enterprise
Executive: Luke Nicholls, Director Environment and Planning

Recommendation

That Council endorses the public exhibition of the proposed amendments to the 2025-26 Fees and Charges for Parking Stations, as detailed in Attachment 1, for a period of 28 days in accordance with Sections 610F and 705 of the Local Government Act 1993. If no public submissions are received, adopt the fees, and update the Fees and Charges 2025-26 document accordingly.

Report purpose

This report seeks Council endorsement to place the proposed amendments to the 2025-26 Fees and Charges for Council operated Parking Stations on public exhibition, in line with Sections 610F and 705 of the *Local Government Act 1993*. The amendments are designed to support the Smart Technology Renewal – Gosford City project and to provide greater flexibility and commercial opportunities through new fee categories and the modernization of parking infrastructure. Specifically, proposed items such as advertising opportunities and fixed-term contract parking will be priced by quote, to reflect the variable nature of service delivery and market conditions, allowing for customised pricing, taking into consideration the individual nature of each agreement.

Executive Summary

This report recommends that Council endorse the public exhibition of proposed amendments to the 2025-26 Fees and Charges for Parking Stations, introducing new categories for Fixed Term Contract Parking and Advertising Opportunities. These changes are designed to support the Smart Technology Renewal – Gosford City project by creating flexible, market-driven fee structures. By adopting a by-quote approach for these new categories, Council can tailor pricing to individual agreements, reflecting service variability and market conditions. The amendments aim to maximise commercial opportunities, enhance operational efficiency, and ensure sustainable management of parking assets, whilst maintaining a balance between casual and leased spaces to support local businesses and community access.

Background

Council is proposing amendments to its Fees and Charges Schedule for Parking Stations to support modernized infrastructure and capitalise on new revenue streams. The Smart Technology Renewal – Gosford City project, part of the 2025–26 Capital Works Program, will introduce a ticketless parking system using Automated Number Plate Recognition (ANPR), advanced guidance, and integrated payment technologies. This upgrade is expected to enhance operational efficiency, customer experience, and system reliability, extended operating hours, while providing a platform for future digital transformation initiatives.

The amendments introduce two (2) new categories, Fixed Term Contract Parking and Advertising Opportunities. The proposal is aligned with Council's strategic objectives to deliver essential infrastructure, enhance customer experience, and create new revenue streams.

The Fixed Term Contract Parking would assist in increasing utilisation rates at the Gosford City Carpark which have had reduced utilisation since COVID. Utilisation rates currently average 8,000 per month, well short of the 15,000 per month utilisation rates in 2019.

Report

The proposed amendments to the 2025-26 Fees and Charges for Council operated Parking Stations introduce two new categories, Fixed Term Contract Parking and Advertising. Both items will be administered on a by quote basis, reflecting the variable nature of service delivery and the need for flexibility in pricing. This approach ensures that fees can be tailored to suit the specific requirements of each agreement, allowing for customised arrangements that best serve both Council and its customers.

For Fixed Term Contract Parking, the fee for each car park space will be determined using the current listed permanent account holder fees as a baseline. Additional factors will be considered, including the unique characteristics of each agreement and the administrative requirements necessary to manage them effectively. This methodology supports transparency and consistency, while enabling Council to respond to market conditions and the individual needs of each agreement holder.

In implementing these amendments, Council will also ensure an appropriate balance between casual and leased parking spaces is maintained. This approach guarantees that sufficient parking remains available for visitors to the CBD, supporting local businesses and community access while accommodating both long-term and short-term parking needs.

Similarly, Advertising within parking stations will be priced by quote, taking into account variables such as location, duration, and the scope of advertising requested. This ensures that each agreement is structured fairly, with fees reflecting the value of the opportunity and the resources required for administration. By adopting this flexible, case-by-case approach, Council aims to maximise commercial potential while maintaining equitable and efficient management of its parking assets.

Stakeholder Engagement

Council's Finance team were engaged with as part of this process and through this collaboration, their input and recommendations were incorporated into the fee description and type, which ensures that fee structures are both sustainable and aligned with best financial practices across Council.

Financial Considerations

Financial Year (FY) Implications.

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

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

The FY adopted budget does not include the impact on revenue in this proposal and the impact will need to be included in a future Quarterly Budget Review.

A significant opportunity for revenue generation exists through the leasing of parking spaces to external agencies, such as The University of Newcastle and other larger organisations. Should an agreement be reached to lease approximately 60 spaces, this could deliver a notable income stream for Council, with the final revenue dependent on the negotiated terms and prevailing market rates. Such arrangements not only provide a stable and predictable source of revenue, but also strengthen partnerships with key local institutions, supporting both operational sustainability and strategic objectives. We would estimate with both fixed parking options and advertising being introduced, we would see an increase of a baseline \$150,000 in revenue per year.

Link to Community Strategic Plan

Our Place - The levers that help our people live, more and enjoy their life on the Central Coast.

Goal - PL2: Sustainable and accessible infrastructure to support a growing community.

Strategy - PL2.1: Plan, deliver and maintain essential infrastructure such as roads, drainage, stormwater management, sewage treatment, water supply, and telecommunications

Risk Management

If the proposal is not endorsed, Council could face several risks. There is the potential loss of new revenue streams that would arise from Fixed Term Contract Parking and Advertising opportunities, which would limit the Council's capacity to maximize commercial returns from its parking assets. Additionally, the Council would have reduced flexibility in adapting to changing market conditions or addressing particular needs of customers and partners, which could ultimately weaken relationships with important stakeholders, including local institutions and businesses. The ongoing inability to provide customised parking solutions may also diminish the appeal of the CBD for visitors, residents, and business operations.
(Not recommended).

Conversely, if the proposal is endorsed, the Council stands to gain several benefits. The introduction of Fixed Term Contract Parking and Advertising opportunities will create new and adaptable revenue streams, thereby supporting the Council's financial sustainability. Endorsement of the proposal would also provide the Council with greater flexibility to design fee structures and agreements that effectively respond to market demands and the needs of stakeholders. By offering customized parking solutions and new commercial opportunities, Council can strengthen its partnerships with local institutions and businesses.

This approach aligns with the Council's broader objectives of delivering essential infrastructure, encouraging innovation, and supporting the economic vibrancy of the CBD. It is therefore recommended that Council endorse the public exhibition of the proposed amendments to the 2025-26 Fees and Charges for Parking Stations, as outlined in the report, to enable the realization of these benefits and to minimize the identified risks
(Recommended).


6.10 Proposed Amendments to 2025-26 Fees and Charges – Parking Stations - For Public Exhibition (cont'd)

Critical Dates or Timeframes

Should Council resolve to endorse this report, the following approximate timeline will apply:

- September - Draft Parking Station Fees and Charges – Public Exhibition commencement.
- October - Public feedback period and stakeholder submissions
- November - Review of feedback and finalization of amendments – Report to return to Council, if required.
- December - Endorsement and implementation of new Fees and Charges Schedule.

Attachments

1	Proposed Amendments to Fees and Charges	Provided Under	D17067734
	2025-26 Attachment 1	Separate Cover	

Item No: 6.11
Title: Proposed Ordinary Council and Standing Committee Meeting Dates and Locations
Department: Corporate Services



23 September 2025 Ordinary Council Meeting

Reference: F2025/00016 - D16988002
Author: Briony Stiles, Team Leader Civic Support
Manager: Edward Hock, Unit Manager Governance Risk and Legal
Executive: Marissa Racomelara, Acting Chief Executive Officer

Recommendation

That Council determines:

- 1 To hold the November Ordinary Council Meeting on Tuesday 18 November 2025 at 6:30pm (and Public Forum if applicable).***
- 2 To hold the 4 November 2025 Economic Development Committee, and Environment and Planning Committee meetings at the Gosford Regional Library.***
- 3 To hold the 11 November 2025 Community and Culture Committee, and Governance and Finance Committee meetings at the Gosford Regional Library.***
- 4 Whether to hold an Ordinary Council meeting on 27 January 2026.***
- 5 The Ordinary Council Meeting dates in 2026 as follows:***
 - a) 24 February 2026, at Gosford Regional Library,***
 - b) 24 March 2026,***
 - c) 28 April 2026,***
 - d) 26 May 2026, at Gosford Regional Library,***
 - e) 23 June 2026,***
 - f) 28 July 2026,***
 - g) 25 August 2026, at Gosford Regional Library,***
 - h) 22 September 2026,***
 - i) 27 October 2026,***
 - j) 24 November 2026, at Gosford Regional Library,***
 - k) 8 December 2026.***

Report purpose

This report is to:

- Propose a revised date for conducting the November 2025 Ordinary Council Meeting,
- Change the listed location for specified Standing Committee meetings in November and December 2025, and
- To determine Ordinary Council Meeting dates and locations for 2026.

Executive Summary

The new Gosford Regional Library (GRL) opened on 5 September 2025. Council has previously resolved to hold Council meetings at the GRL following its opening. The proposed meeting dates have been selected to allow sufficient time for testing the space and the technology required to support these meetings.

The 2026 Ordinary Meeting dates are proposed to allow Council to schedule meetings appropriately. An alternative Ordinary meeting date for November is proposed as most Councillors will be attending the LGNSW Annual Conference in Penrith.

Background

Council is required to meet at least ten times per year, each time in a different month.

Clause 5.2 of the Code of Meeting Practice requires Council to set or vary the frequency, time, date and place of its Ordinary Meetings by resolution.

5.2 - Council shall, by resolution, set or vary the frequency, time, date and place of its Ordinary Meetings.

The proposed schedule for Ordinary Council Meetings includes 11 meetings, which is above the Act's minimum requirement.

Report

November 2025 Meeting

The LGNSW Annual Conference is scheduled to be held between Sunday 23 and Tuesday 25 November 2025. In order to accommodate the majority of Councillors who will be attending the conference, it is proposed to adjust the date of the November 2025 Ordinary Council Meeting from Tuesday 25 November to **Tuesday 18 November 2025** at Council Chambers, 2 Hely Street, Wyong.

Location

On 25 March 2025, Council resolved the dates of Council meetings from July to December 2025, and that at least three (3) meetings be conducted at the GRL:

634/25

- 1 *That Council determines to hold Ordinary Meetings of Council at the Wyong Administration Centre, or the Gosford Regional Library, at 6:30pm. On the following dates:*
 - 22 July 2025
 - 26 August 2025
 - 23 September 2025
 - 28 October 2025
 - 25 November 2025
 - 9 December 2025
- 2 *That at least 3 of the meetings be conducted at Gosford Regional Library.*

The GRL was originally scheduled to open in mid-2025. Due to construction delays, the official opening of the GRL occurred on 5 September 2025.

The function space at the GRL was designed to be a multipurpose room capable of holding various meetings, lecture events, and community groups. It has not been specifically designed for holding Council meetings, and so the meeting technology requires extensive testing to ensure it is capable of holding a Council meeting that complies with the various obligations and requirements of such meetings under the Code of Meeting Practice.

Council officers in the Information and Technology Unit, the Governance, Risk and Legal Unit, and the Facilities and Asset Management Unit are collaborating on ensuring the GRL space is fit for purpose prior to holding Council meetings and significant public events of similar nature.

Issues that continue to be addressed include capacity to livestream with adequate video and sound recording to allow Councillors to participate by Audio Visual Link (subject to approval),

6.11 Proposed Ordinary Council and Standing Committee Meeting Dates and Locations (cont'd)

facilitate members of the public to watch from home, address safety considerations given the absence of a physical barrier between the Councillor floorspace and the public gallery, and the installation (and storage when not in use) of sufficient and mobile desk space to allow Councillors to work effectively and access meeting documents during a meeting at the GRL.

For these reasons, Council officers have been unable to implement Resolution 634/25 to allow three (3) of the Ordinary Council Meetings in the second half of 2025 to be held at the GRL. The schedule below proposes quarterly meetings at that venue to commence in 2026, once the identified issues have been resolved.

Meetings of the Standing Committees of Council do not attract as significant attendance, compliance obligations, or technical requirements. For that reason, Council officers propose to utilise upcoming Standing Committee meetings to implement and test equipment and technology to prepare for the advent of Ordinary Council Meetings at the GRL.

Accordingly, the below Council and Standing Committee meetings are proposed:

<i>Meeting</i>	<i>Date</i>	<i>Time</i>	<i>Location</i>
Economic Development Committee	Tuesday 4 November 2025	5:00 PM	Gosford Regional Library
Environment and Planning Committee	Tuesday 4 November 2025	7:00 PM	Gosford Regional Library
Community and Culture Committee	Tuesday 11 November 2025	5:00 PM	Gosford Regional Library
Governance and Finance Committee	Tuesday 11 November 2025	7:00 PM	Gosford Regional Library

6.11 Proposed Ordinary Council and Standing Committee Meeting Dates and Locations (cont'd)

It is proposed that Ordinary Council Meetings be held during 2026 as follows:

<i>Date</i>	<i>Day</i>	<i>Time</i>	<i>Location</i>
24 February 2026	Tuesday	6:30 PM	Gosford Regional Library, Gosford
24 March 2026	Tuesday	6:30 PM	Council Chambers, 2 Hely Street, Wyong
28 April 2026	Tuesday	6:30 PM	Council Chambers, 2 Hely Street, Wyong
26 May 2026	Tuesday	6:30 PM	Gosford Regional Library, Gosford
23 June 2026	Tuesday	6:30 PM	Council Chambers, 2 Hely Street, Wyong
28 July 2026	Tuesday	6:30 PM	Council Chambers, 2 Hely Street, Wyong
25 August 2026	Tuesday	6:30 PM	Gosford Regional Library, Gosford
22 September 2026	Tuesday	6:30 PM	Council Chambers, 2 Hely Street, Wyong
27 October 2026	Tuesday	6:30 PM	Council Chambers, 2 Hely Street, Wyong
24 November 2026	Tuesday	6:30 PM	Gosford Regional Library, Gosford
8 December 2026	Tuesday	6:30 PM	Council Chambers, 2 Hely Street, Wyong

It is open to Council to determine the need and utility of holding an Ordinary Council Meeting in January 2026, noting that such a meeting would be surplus to legislative requirements. If Council determines to hold an Ordinary Council Meeting in January 2026, the proposed date would be **Tuesday 27 January 2026** and conducted at Council Chambers, 2 Hely Street, Wyong.

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.

Funding to support the proposed scheduling of Ordinary Council Meetings is included in the existing operational budget. Should Council determine to hold additional meetings at Gosford then a source of funding will need to be identified to cover additional set-up, meeting management (including security and Council officers), and travel costs.

Link to Community Strategic Plan

Our Leadership - The systems, processes and partnerships that ensure genuine community participation, financial stewardship and excellent service deliver to our community.

Goal - LE1: Good governance, strong partnerships, and a transparent Council.

Strategy - LE1.2: Adhere to regulatory and compliance activities for community benefit and to drive a well-functioning organisation.

Risk Management

Allowing sufficient time for Council officers to effectively test the new space and technology requirements in the new space will ensure the technical and operational aspects of Council and Committee meetings run smoothly and efficiently.

The proposal includes holding four (4) Standing Committee meetings in the newly available space prior to the first Ordinary Council Meeting in February 2026, to ensure any issues are identified and resolved beforehand.

Attachments

Nil

Item No: 6.12
Title: Community Support Grant Program - July 2025
Department: Community and Recreation Services



23 September 2025 Ordinary Council Meeting

Reference: F2017/02117-002 - D17025769
Author: Belinda McRobie, Section Manager Community Development
Manager: Beth Burgess, Unit Manager Community and Culture
Executive: Melanie Smith, Director Community and Recreation Services

Recommendation

That Council:

- 1 Allocates \$14,409.42 (inclusive of GST where applicable) from the 2025-26 grants budget to the Community Support Grant program for the month of July as outlined below and in Attachment 1.***
 - a) Mangrove Mountain District Country Fair - Mangrove Mountain & Districts Country Fair Saturday 18 October 2025 - \$2,680.00.***
 - b) Central Coast Hockey Incorporated - Central Coast Indoor Hockey Competition-Venue Hire - \$5,000.00.***
 - c) Shelly Beach Surf Life Saving Club Incorporated – External Community Notice - board - \$783.42.***
 - d) Toukley Neighbourhood Centre Incorporated - Yarn Up & Reclaim-A Mental Health Week Program - \$5,000.00.***
 - e) Central Coast Fly Rodders Incorporated – Meeting rooms rent support - \$616.00.***
 - f) Ourimbah Region Residents Association Incorporated - Public Liability and Hall Hire Subsidy - \$330.00.***
- 2 Declines the following applications, for the reasons indicated in Attachment 1:***
 - a) Electrify Bouddi Incorporated - Electrify Bouddi Membership Management System – limited broader community benefit.***
 - b) Sunnyfield - Cooking Up Life Skills - project is ineligible.***
 - c) Central Coast Hockey Incorporated - Installation of amenities - 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 July 2025.

Executive Summary

This report considers the applications and recommendations for the Community Support Grant Program. The Community Support Grant Program remains open throughout the year to provide assistance for community activities that require in-kind support through the provision of subsidised access to Council services and financial assistance for community activities that require a smaller 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 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 smaller amount of support. The Community Support Grant Program provides a combined original budget of \$300,000 annually as detailed in table one below.

In the 2024-25 financial year, A total of \$384,998.26 was requested through the Community Support Grant Program with \$218,882.96 recommended in funding.

Table 1: Community Support Grant Program

Program	Adopted budget	2025-26 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	\$62,056.57	\$14,409.42	\$76,465.99

Current Status

Applications submitted from 1 – 31 July 2025 are considered in this report. The Community Support Grant Program provides up to \$5,000 per project per financial year in combined funding and in-kind Council services to applicants who are a legally constituted not-for profit organisations, or auspiced by one (1).

Assessment

A total of nine (9) applications were received and assessed by 18 August 2025, with six (6) applications recommended for funding in this report. Three (3) applications are not recommended for funding.

Of the three (3) applications not recommended for funding, two (2) are ineligible, and one (1) does not demonstrate broader community benefit. All applicants will be advised to discuss their proposal further with Council's Grants Officers prior to resubmission in a future round.

Council's Unit Manager Community and Culture 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 Officers conducted two (2) grant writing workshops with forty-two attendees and four (4) grant information sessions with forty-five attendees.

Additionally, Council officers undertook two (2) Question & Answer sessions with fifteen 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 2025-26 Council Operational Expenditure original budget allocates \$300,000 to the Community Support Grant Program.

Expenditure is approved until the end of the 2025-26 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.

Risk Management

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

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

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

Critical Dates or Timeframes

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

Attachments

1	CSP July 2025 Recommended and Not Recommended	Provided Under Separate Cover	D17043481
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Item No: 7.1
Title: Notice of Motion - FOGO - Waste Levy Rebate
Motion for Local Government NSW Conference
Department: Councillor



23 September 2025 Ordinary Council Meeting

Reference: F2025/00016 - D17075991
Author: Councillor John McNamara

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

That Council endorses the following motion for consideration at the NSW Local Government Conference being held in Penrith from 23 to 25 November 2025:

"That Local Government NSW calls on the State Government to rebate 50% of the waste levy back to councils for 3 years from 1 July 2026 to 30 June 2029 contingent upon such rebated funds being used for costs relating to the compulsory introduction of FOGO by 30 June 2030."

Councillors Note

Central Coast Council paid approximately \$36 million to the NSW State Government last financial year for waste levy. Since first being elected to Wyong Shire Council back in 2008, and until today, I estimate Central Coast residents have been taxed for their waste to the tune of approximately \$425 million. (17 years x \$25 million average).

The state government has mandated FOGO for nearly all NSW councils by 2030 at significant additional cost to our residents. Central Coast Council's FOGO plan has an estimated capital costs budget approaching \$100 million.

A 50% rebate for three (3) years would meet about half the capital cost which is a common benchmark for government grants and would significantly reduce the implementation cost of the scheme and also the ongoing costs as the capital cost is amortised over the life of the plant.

Attachments

Nil.

Item No: 7.2
Title: Notice of Motion - Improving Ettalong Foreshore Amenity
Department: Councillor



23 September 2025 Ordinary Council Meeting

Reference: F2025/00016 - D17077649
Author: Councillor Trent McWaide

Councillor T McWaide has given notice that at the Ordinary Council Meeting to be held on 23 September 2025 he will move the following motion:

That Council:

- 1 Acknowledges the community concern about the current condition of the Ettalong Foreshore, including litter, debris, overgrown vegetation, damaged infrastructure and reduced public amenity.***
- 2 Acknowledges the recent grant funding for the 'renourishment and repair' from the Federal Government of \$1.8M that will be available in October 2025 through Infrastructure Australia and subject to Councils application through the funding portal.***
- 3 Recognises the importance of Ettalong Foreshore as a valued community and visitor destination, particularly in the lead up to the summer season.***
- 4 Directs the Chief Executive Officer to:***
 - a) As soon as reasonably practical, ensures an application is submitted in October 2025 to receive the funding for through Infrastructure Australia.***
 - b) Prepare the necessary plans and reports for the work to commence as soon as possible without delay.***
 - c) Undertake a full clean-up of the Ettalong Foreshore including removal of litter and debris, mowing, and trimming of grassed areas, pruning of vegetation, repair of minor infrastructure and pressure cleaning of high use public spaces. Specific areas of concern are listed:***
 - i. Vegetation pruning and cleansing needs to occur within the foreshore opposite from Beach Street to Picnic Parade.***
 - ii. Clean-up of debris on the beach area around the Ferry Terminal.***
 - iii. Ensure the public space from opposite 82 The Esplanade through to opposite Beach Street is well maintained, free of litter, grass is trimmed and any overgrown vegetation cleansed.***
 - d) Ensure this clean-up is completed no later than 1 December 2025 so that the area is prepared for the summer holiday season.***

- e) ***Provide a public update to residents on the delivery of this program, including the works to be undertaken, the timeframe for completion and how the community can report issues. Ensure this is publicly advertised through Councils channels.***
 - f) ***Put in place a maintenance schedule for Ettalong Foreshore so that the area is kept to a high standard throughout the 2025/26 summer period and beyond.***
- 5 *Requests a report to Council at the December 2025 Ordinary Meeting confirming the completion of the works and outlining an ongoing maintenance strategy***

Councillors Note

Ettalong Foreshore is one of the Central Coast's most important public places. It is valued by the community and is a key attraction for visitors. The current condition of the foreshore has raised ongoing community concern, with reports of litter, weeds, overgrown areas and damaged infrastructure.

The summer season is the busiest time for Ettalong. Large numbers of residents and visitors are expected, and the foreshore must be presented to a high standard to support community use, local businesses, and the tourism economy.

This Notice of Motion aligns with the recently adopted Community Strategic Plan 2025–2035. The motion supports the following themes:

- Our Environment by maintaining clean and healthy public spaces.
- Our Place by improving a much-loved community and visitor destination.
- Our Leadership by setting clear actions, timeframes and accountability.

It also reflects Council's Destination Central Coast strategy which highlights the importance of clean, accessible, and attractive coastal precincts.

Acting before 1 December 2025 will ensure Ettalong Foreshore is ready for the peak holiday period, show that Council is responsive to community expectations and support the reputation of the Central Coast as a high-quality destination.

This Notice of Motion also encourages Council to start thinking strategically about how things can be done better, and more efficiently. Council needs to prioritise the absolute first-class maintenance of all of the Central Coast and its beautiful public space.

Chief Executive Officer Response

Council officers acknowledge the recent invitation from the Australian Government to apply for \$1.8M in grant funding under the Major & Local Community Infrastructure Program for Ettalong Beach Foreshore Upgrades. This funding will be administered via Infrastructure Australia and is subject to Council's application through the funding portal. Officers are currently reviewing the grant funding criteria to develop a project scope, costings, milestones, and delivery timeframes for submission by 1 December 2025. Should the grant application prove successful, all works are required to be completed by 30 June 2029. It is noted that the scope of works ultimately delivered will need to be tailored to the available grant budget, and the full range of anticipated improvements may not be achievable within the \$1.8M allocation. The application is intended to deliver additional pathway infrastructure, community seating, and beach rejuvenation as outlined in the election commitment announcement from the Federal Member for Robertson in the lead up to the May 2025 Federal election. Further information on the scope of the grant funding initiative for the Ettalong Beach Foreshore Upgrades can be provided once the grant funding agreement is executed between Council and the Australian Government.

Council officers note ongoing community interest in the condition of the Ettalong Foreshore, including matters such as litter, debris, vegetation, infrastructure and public amenity. Officers will re-inspect the foreshore precinct to assess the current condition and coordinate a clean-up targeting identified areas. The debris near the Ferry Terminal was removed on 15 September 2025, following heritage assessments to ensure compliance with relevant requirements.

A range of maintenance and improvement activities are undertaken regularly across the beach and dune environments. Based on recent records, these activities, including vegetation maintenance (such as selective pruning to enhance sight lines near viewing platforms and removal of weeds from dune areas), mulching, rubbish removal, minor infrastructure repairs, and general clean-ups, have typically occurred every 4 to 6 weeks over the past year. Maintenance is carried out both proactively and in response to emerging issues, with works occurring at frequent intervals throughout the year to maintain amenity and safety for the community.

Mowing of the foreshore reserve is scheduled every five (5) weeks, increasing to every three (3) weeks from November 2025 to address faster growing conditions in the warmer months and to maintain standards during periods of increased visitation. Litter collection, bin emptying, and cleaning of public spaces are undertaken daily, with additional attention to playgrounds, car parks, and foreshore areas.

Cleaning and maintenance of public toilets and amenities are delivered under contract. Toilets are cleaned and restocked with consumables multiple times daily, with deep cleaning of all surfaces and entryways, and any damage or faults are reported for rectification. Pressure cleaning of paved pedestrian areas, playground equipment, and other high-use public infrastructure is scheduled regularly, including high-pressure cleaning of paved areas every three months and prior to school holiday periods, as specified in the contract.

Council officers conduct fortnightly inspections for building waste fragments (that may include asbestos containing materials), specifically to identify any loose fragments that may become exposed on the foreshore. Any such material is appropriately removed and disposed of in accordance with environmental and safety standards.

Stairway safety upgrades were recently completed at Lance Webb Reserve, Ettalong Beach. This project extended two public beach access stairs, constructed a new landing platform, and installed additional steps to improve safe access in the event of further erosion. The works were delivered with a focus on environmental management and public safety, and the site was reinstated to a high standard upon completion.

Further maintenance and clean-up activities will occur as required following the reinspection of the area and prior to 1 December 2025. Based on current maintenance levels and the information provided above, which describes Council's ongoing maintenance strategy, a further report on this matter may not be required.

The proposed recommended modification to the NOM is as follows:

- 1 *That Council notes that a funding deed is not yet available under the Major & Local Community Infrastructure Program and that this process requires a detailed review and lodgement by 1 December 2025.*
- 2 *That Council notes the maintenance activities identified in the CEO response.*

Attachments

Nil.

Item No: 7.3
Title: Notice of Motion - Reconstruction of Umina Beach Public Toilet
Department: Councillor



23 September 2025 Ordinary Council Meeting

Reference: F2025/00016 - D17077652

Author: Councillor Belinda Neal

Councillor B Neal has given notice that at the Ordinary Council Meeting to be held on 23 September 2025 she will move the following motion:

That Council:

- 1 Notes that the toilets adjacent to the Umina Beach surf club are;***
 - a) Of a poor standard that is inadequate to the present needs of the community, in particular that the present block does not provide suitable change rooms for the disabled Surfer Group that regularly uses the facilities.***
 - b) That the toilets are also extensively used by residents and tourists accessing the adjacent recreation area and by the popular Twist Festival.***
 - c) Are 52 years old and are recommended for demolition at the end of life as set out in the Toilet Strategy adopted this year.***
- 2 Resolves that a design and financial plan for the construction of replacement toilets adjacent to the Umina Beach Surf Club in the 2025-26 year be prepared and that a report be brought to Council which set out these matters before the end of this year.***

Chief Executive Officer Response

Council manages and maintains 212 public toilets across the Central Coast LGA. Recently, Council Officers developed a Public Toilet Strategy (Strategy) which was adopted by Council on 22 July 2025, following a Councillor workshop on 20 May 2025, and presentation to the Infrastructure and Assets Committee meeting on the 10 June 2025.

The public toilet detailed in the NOM located at Umina Beach Surf Club is identified within the Strategy for renewal in the year 2031-32, noting the strategy identified the facility as "Aged, but well maintained and clean".

Council's Public Toilet Strategy was developed over a period of two (2) years and involved extensive internal and external stakeholder engagement. This engagement included 17,387 visits to the Your Voice Our Coast website, the Strategy downloaded 378 times, 32,240 Facebook and Instagram reactions, 1,901 LinkedIn impressions, posters placed in 151 public toilets, 66 comments made on specific toilet pins dropped on the interactive map, 179 surveys completed, 27 suggestions offered, social media reach of 49,437 with 375 interactions.

The timeframes for asset renewal identified within the adopted Public Toilet Strategy were prioritised based on asset condition, age, demand factors and community and Councillor feedback.

The renewal of public toilet assets is funded from the depreciation budget and any changes to priorities will result in the deferral of other higher priority public toilet assets identified within the adopted Strategy and a cost to Council relating to a loss on disposal. This is not recommended.

Proposed modification to the Notice of Motion is as follows:

2. *Notes that Council officers will continue to undertake daily cleaning and maintenance of the public toilets at the Umina Beach Surf Club and complete regular asset inspections to identify any degradation that may warrant a review of future renewal priorities.*

Attachments

Nil.

Item No: 8.1
Title: Recission Motion - Coastal Erosion Motion
Department: Councillor

23 September 2025 Ordinary Council Meeting

Reference: F2025/00016 - D17076669
Author: Councillor Doug Eaton OAM



A Rescission Motion pursuant to section 372 (3) of the *Local Government Act 1993 (NSW)*, has been received from Deputy Mayor Eaton OAM to be moved at the Ordinary Council Meeting of Council to be held on Tuesday, 23 September 2025, as follows:

"MOVE that the following motion negated at the Ordinary Meeting of Council held on 26 August 2025 be reconsidered:

That Council:

- 1 Notes that Council is able to request a Ministerial Authorisation, pursuant to Section 68, NSW Reconstruction Authority Act 2022, for development works via the Reconstruction Authority, in the circumstance where a Reconstruction Area has been declared.
 - a. Reaffirms its position that while this is the relevant process, Council does not see further temporary works as being appropriate for Wamberal Beach and is instead focusing its efforts on medium-long term solutions.******
- 2 Notes that a Ministerial Authorisation was granted for temporary emergency coastal protection works at The Entrance North, following an application from Council to the NSW Reconstruction Authority on the expectation that Council would complete its Coastal Management Programs expeditiously.***
- 3 Notes, in regard to coastal protection works at Wamberal, Council's [insert name] consultant engineers have advised Council, only a terminal protective structure correctly designed in accordance with Council's Engineering Design Requirements can provide an acceptable level of further risk reduction to dwellings while improving and sustaining public beach amenity and public safety.***
- 4 Notes, a Development Application for a Seawall solution at Wamberal is currently under consideration by the Regional Planning Panel and is yet to be determined.***

- 5 Notes, that Council's draft "Open Coast Coastal Management Program" was placed on exhibition on 14 July until 25 August 2025 and is the appropriate framework through which permanent protection works should be considered**
- 6 Directs the Chief Executive Officer to engage appropriately qualified consultants to develop, in consultation with private landowners, an alternative design for a medium/long term remediation works including sand nourishment underpinned with a rock revetment at Wamberal. This design should be in accordance with Council's Engineering Design Requirement and should offer protection from moderate-severe storm events. Work is to be funded from available funds in the Strategic Priorities Restrictions.**
 - a. Consult with the community by way of a statistically valid survey to gauge community views on a sand covered revetment along Wamberal Beach to protect it against coastal erosion. The survey to be undertaken during the design phase.**
 - b. Results of the survey be considered in the development of the design and that the survey results be reported back to Council .**
- 7 Upon completion of the design (to be jointly approved by impacted landowners), directs the Chief Executive Officer to lodge a request for a Ministerial Authorisation for such works via a request to the Reconstruction Authority. Implementation of any approved works is to be undertaken at the expense of impacted landowners and in accordance with any conditions of consent.**
- 8 Notes this design should be in accordance with Council's Engineering Design Requirement, the Coastal Management Framework and should offer protection from moderate-severe storm events. Work is to be funded from available funds in the Strategic Priorities Restrictions.**
- 9 Directs the Chief Executive Officer as a priority to identify and include a long-term solution for Wamberal as part of the draft Coastal Management Program. Any identified solution should go through an appropriate period of public consultation before being submitted to the Minister for the Environment for certification.**

Should the above Motion be carried, further notice is given that Deputy Mayor Eaton OAM will move the following motion:

That Council:

- 1 Notes that Council is able to request a Ministerial Authorisation, pursuant to Section 68, NSW Reconstruction Authority Act 2022, for development works via the Reconstruction Authority, in the circumstance where a Reconstruction Area has been declared.**

- 2 Reaffirms its position that while this is the relevant process, Council does not see further temporary works as being appropriate for Wamberal Beach and is instead focusing its efforts on medium-long term solutions.**
- 3 Notes that a Ministerial Authorisation was granted for temporary emergency coastal protection works at The Entrance North, following an application from Council to the Reconstruction Authority.**
- 4 Notes, in regard to coastal protection works at Wamberal, Council's consultant engineers have advised Council, only a terminal protective structure correctly designed in accordance with Council's Engineering Design Requirements can provide an acceptable level of further risk reduction to dwellings while improving and sustaining public beach amenity and public safety.**
- 5 Notes, a Development Application for a Seawall solution at Wamberal is currently under consideration by the Regional Planning Panel and is yet to be determined.**
- 6 Directs the Chief Executive Officer to engage appropriately qualified consultants to develop, in consultation with private landowners, an alternative design for a medium/long term remediation works at Wamberal. This design should be in accordance with Council's Engineering Design Requirement and should offer protection from moderate-severe storm events. Alternative design work is to be funded from available funds in the Special Project Reserve. The design should be developed in accordance with the following design principles in order of priority, and should only pursue lower priority design principles where site constraints at certain locations prevent the Engineering Design Requirements from being sufficiently met:**
 - a) Sand nourishment underpinned by a buried flexible terminal rock revetment**
 - b) Sand nourishment underpinned by a tiered rigid terminal protection structure**
 - c) Sand nourishment underpinned by a vertical rigid terminal protection structure**
- 7 Notes that in accordance with this design approach, there may be different design solutions for different parts of the beach, and that each option is intended to be a predominantly buried option most of the time but will also become exposed during significant erosion events.**
- 8 Directs the Chief Executive Officer, upon completion of the design, to lodge a request for a Ministerial Authorisation for such works via a request to the Reconstruction Authority. Implementation of any approved works is to be undertaken at the expense of impacted landowners and in accordance with any conditions of consent.**

Item No: 9.1
Title: Questions with Notice - Establishment of Mangrove Mountain Advisory Committee
Department: Councillor



23 September 2025 Ordinary Council Meeting

Reference: F2025/00016 - D17076414
Author: Councillor Jane Smith

9.1 Questions with Notice - Establishment of Mangrove Mountain Advisory Committee

The following question was submitted by Councillor J Smith:

Could the Chief Executive Officer please provide information on what actions staff have undertaken to date to implement the resolution of Council (619/25) and the expected timeframe in establishing the Advisory Committee?

Response

A communications plan has been developed, and an Expression of Interest (EOI) for community representatives to join the Mangrove Mountain Advisory Committee will be advertised on the "Your Voice Our Coast" platform for a minimum period of 16 days. The advertisement is currently being finalised. Following the close of the EOI period, the selection of candidates will be presented to the Environment and Planning Committee on 7 November 2025 for review and endorsement by Councillors.

Council Officers will contact you directly to create the Advisory Group meeting schedule which will commence in January 2026.

Item No: 9.2
Title: Questions with Notice - Hunter Central Coast
Regional Planning Panel
Department: Councillor



23 September 2025 Ordinary Council Meeting

Reference: F2025/00016 - D17077783

Author: Councillor Margot Castles

9.2 Questions with Notice - Hunter Central Coast Regional Planning Panel

The following question was submitted by Councillor M Castles :

The Hunter Central Coast Regional Planning Panel (which includes Councillor Panel Members) determines many vitally important matters for the Central Coast LGA and our community. Can advice be provided as to whether the agendas, minutes and determinations are able to be provided directly on Council's website in a similar way to the Local Planning Panel, Council Meetings and Committees rather than through the hard to navigate NSW State Planning Portal in the interests of transparency both for Councillors and the community. If this is not possible please provide reasons as to why that is the case and how this situation can be improved.

Response

The NSW Department of Planning, Housing and Infrastructure provides secretariat services, including administrative and operational support, to the Hunter Central Coast Regional Planning Panel (HCCRPP). A key component of their role is the publication of decisions and minutes via the NSW Planning Portal. While this ensures procedural consistency and centralisation at the state level, it does mean that agendas, minutes, and determinations for the HCCRPP are not published directly on the Council's website in the same way as Local Planning Panels or Council Meetings. The current arrangement is designed to maintain a standard approach for regional panels across NSW and to enable the Secretariat to manage all documentation in a unified, accessible system.

With regard to the usability and customer interface for the NSW Planning Portal, whilst the limitations and complexity of the NSW Planning Portal are well documented, the Environmental Planning & Assessment Act 1979 (and associated Regulations) requires the publications of certain documents, including Notices of Determination for Development Applications, via the portal.

Should greater accessibility for the local community be sought, Council could:

- Advocate, directly to the Department of Planning Housing & Infrastructure, for improvements to the Planning Portal's user interface; and/or
- Provide a weblink on Councils webpage such that documents published by the Hunter Central Coast Regional Planning Panel secretariat are more readily accessible and easy to find.
-

It is not recommended for Council to duplicate key documents directly on the Council's website or systems, as this may undermine compliance with the centralised processes mandated by the legislation, could potentially prove confusing for customers (with information available in multiple locations) and would provide a potential administrative burden in order to ensure that documents are up to date and relevant.

Item No: 9.3
Title: Question with Notice - Code of Conduct -
Application and Conflicts of Interest
Department: Councillor



23 September 2025 Ordinary Council Meeting

Reference: F2025/00016 - D17078162

Author: Councillor Corinne Lamont

9.3 Question with Notice - Code of Conduct - Application and Conflicts of Interest

The following question was submitted by Councillor C Lamont:

Does the Code of Conduct apply to councillors when, even in their claimed personal capacity, they are seen to be promoting private businesses or business interests other than their own, and if so, what provisions of the Code require councillors to avoid or manage any actual or perceived conflicts of interest arising from such promotion?

Response

The [Code of Conduct](#) applies to Councillors in the exercise of their duties. The Code of Conduct does not bind a Councillor in their personal capacity.

Actual or perceived conflicts of interest are required to be managed in accordance with Clauses 4 and 5 of the Code of Conduct. Further information is available in the Office of Local Government's [Councillor Handbook](#).

Item No: 9.4
Title: Questions with Notice - Code of Meeting Practice - Disorderly Conduct Provisions
Department: Councillor



23 September 2025 Ordinary Council Meeting

Reference: F2025/00016 - D17078185
Author: Councillor Sharon Walsh

9.4 Questions with Notice - Code of Meeting Practice - Disorderly Conduct Provisions

The following question was submitted by Councillor S Walsh:

Clause 14.14, part 2, of the Code of Meeting Practice, allows for the adjourning of a Council meeting if order needs to be restored to a meeting.

What examples of disorderly conduct by members of the public gallery would require a decision to be made by the Mayor, including the possibility of Councillors advising the Mayor that they feel harassed or threatened by members of the public, to adjourn a meeting to allow for order to be restored.

Response

On 26 August 2025, Council adopted a new [Code of Meeting Practice](#). In the new Code, clause 14.14 has been renumbered as clause 15.13, but the substantive effect is the same.

Clause 15.13 empowers the Chairperson of a Council Meeting to exercise a discretion to adjourn a meeting to allow order to be restored. Given the clause grants the Chairperson a discretion, there are no examples of disorderly conduct that strictly "require" the Chairperson to adjourn a meeting. However, examples of Councillor acts of disorder are defined in clause 15.11. Many of those same examples would apply to members of the public, with the addition of the matters at clause 15.24, which is explicitly defined as disorderly conduct in clause 15.25.

In the current meeting, Council has considered the Office of Local Government's new [Model Code of Meeting Practice](#). The new Model does not make any change to the existing clause 15.13 (although it is renumbered as 15.14 in the new Model). Accordingly, the adjournment of a Council Meeting remains at the discretion of the Chairperson.

The new Model adds further definition of appropriate public conduct at Council Meetings by members of the public at clause 15.20, and adds a more extensive definition of Councillor disorder at clause 15.10.