



# Avoca Beach

Beach patrol services begin on Saturday 28 September 2019 and finish on Monday 27 April 2020.

Central Coast Council

# Part 2: About Council



# Councillor's Role

## Election of Councillors

The Central Coast Local Government Area (LGA) has five Wards – Budgewoi, Gosford East, Gosford West, The Entrance and Wyong. Three Councillors are elected for each Ward, with a total of 15 Councillors elected to represent the Central Coast Community.



In September 2017 the first Local Government elections for the Central Coast LGA were held, with 15 Councillors elected to serve a three year term. The Mayor is elected by the Councillors and serves for two years. The Deputy Mayor is also elected by the Councillors and may serve for the mayoral term or a shorter term. For the 2018-19 reporting period Councillor Jane Smith held the position as Mayor, with Councillor Chris Holstein as Deputy Mayor.

## The Role of Councillors

As the community's representatives the role of a Councillor is to:

- Be an active and contributing member of the governing body;
- Make considered and well informed decisions as a member of the governing body;
- Participate in the development of the Integrated Planning and Reporting framework;
- Represent the collective interests of residents, ratepayers and the local community;

- Facilitate communication between the local community and the governing body;
- Uphold and represent accurately the policies and decisions of the governing body; and
- Make all reasonable efforts to acquire and maintain the skills necessary to perform the role of a Councillor.

The Delivery Program and Operational Plan 2018-19 is an example of the Councillors role at work, with their priorities for the next three years identified and presented. These priorities have been developed in consideration of the community's aspirations and objectives outlined in the Community Strategic Plan.

## Code of Conduct

The Code of Conduct sets the minimum requirements of conduct for Council Officials. The Code is prescribed by the *Local Government Act 1993* and the *Local Government (General) Regulation 2005* and has been developed to assist Council officials to:

- Understand the standards of conduct that are expected of them;
- Enable them to fulfil their statutory duty to act honestly and exercise a reasonable degree of care and diligence; and
- Act in a way that enhances public confidence in the integrity of Local Government.

In carrying out their functions, Councillors, Administrators, members of staff, independent conduct reviewers, members of Council Committees, including a conduct review Committee, and delegates of Council must comply with the applicable provisions of the Code of Conduct. It is the personal responsibility of Council Officials to comply with the standards in the Code and regularly review their personal circumstances with this in mind.

Failure by a Councillor to comply with the standards of conduct will constitute misconduct, with the *Local Government Act 1993* providing a range of penalties that may be imposed on Councillors for misconduct, including suspension or disqualification from civic office.

## Council Meetings

Council Meetings are the key decision making mechanism for Council, with ordinary Meetings of Council held on:

- The second Monday of the months of January to December at the Gosford chamber, commencing at 6:30pm; and
- The fourth Monday of the months of January to November at the Wyong chamber, commencing at 6:30pm.

All ordinary Meetings of Council, excluding confidential sessions and meetings closed to the public, are open to the public and are recorded and webcast on Council's YouTube channel.

The Code of Meeting Practice facilitates and guides the effective, open and orderly conduct of Council meetings.

## Committees and Advisory Groups

Central Coast Council has a number of committees and advisory groups where Councillors, community members and other stakeholders provide advice and feedback on specific issues. These committees and advisory groups include:

### **Audit, Risk and Improvement Committee**

This Committee is responsible for providing independent assurance and assistance on risk management, control, governance, internal audits, organisational performance and external accountability responsibilities.

### **Catchments and Coast Committee – Brisbane Water and Gosford Lagoons**

This Committee is responsible for promoting linkages and co-operation between the community, Council, State and Federal Governments, and other key stakeholders in the development and the implementation of coastal, estuarine, catchment and floodplain management plans for Brisbane Water and Gosford Lagoons.

### **Catchments and Coast Committee – Tuggerah Lakes**

This Committee is responsible for promoting linkages and co-operation between the community, Council, State and Federal Governments, and other key stakeholders in the development and the

implementation of coastal, estuarine, catchment and floodplain management plans for Tuggerah Lakes.

### **Coastal Open Space System (COSS) Committee**

This Committee is responsible for providing advice and feedback on championing biodiversity conservation outcomes within the broader community of the Central Coast, as well as providing advice and feedback to Council on the development and implementation of the COSS Strategy for the Central Coast including the expanding COSS.

### **Companion Animal Advisory Committee**

This Advisory Committee is responsible for providing advice and feedback on the development of strategic policies, programs, events, services and plans for effective management of companion animals.

### **Employment and Economic Development Committee**

This Committee is responsible for providing advice and feedback on employment and sustainable economic development initiatives of Council and ensuring alignment with the Community Strategic Plan.

### **Gosford Central Business District and Waterfront Advisory Committee**

This Advisory Committee is responsible for providing advice and feedback on initiatives to promote and appropriately develop and activate the Gosford Central Business District and waterfront.

### **Gosford Foundation Trust Management Committee**

This Trust Management Committee is responsible for providing advice and feedback on how the Trustee should deal with Trust assets, the acceptance of gifts of cash and property, the distribution of cash and property, and other matters provided for in the Trust Deed.

### **Heritage Advisory Committee**

This Advisory Committee is responsible for providing advice and feedback on matters relating to natural, historic and Aboriginal cultural heritage, and monitoring the implementation of Council's heritage strategy in line with the NSW Office of Environment and Heritage guidelines.

### **Mangrove Mountain and Spencer Advisory Committee**

This Advisory Committee is responsible for providing advice and feedback on matters relating to the Mangrove Mountain landfill site and the illegal dumping at Spencer, including recommendation and actions for implementation.

### **Pedestrian Access and Mobility Advisory Committee**

This Advisory Committee is responsible for providing advice and feedback on active transport projects, including the Pedestrian and Mobility Plan, and safe movement of people through Council's pathway network.

### **Playspaces Advisory Committee**

This Advisory Committee is responsible for providing advice and feedback on the provision of playspaces across the Central Coast, ensuring the fair and equitable spread of accessible and inclusive playspaces, with a focus on rationalisation/expansion of existing playspaces.

### **Protection of the Environment Trust Management Committee**

This Trust Management Committee is responsible for providing advice and feedback on how the Trustee should deal with Trust assets, the acceptance of gifts of cash and property, the distribution of cash and property, and other matters provided for in the Trust Deed.

### **Social Inclusion Advisory Committee**

This Advisory Committee is responsible for providing advice and feedback on social issues that affect the Central Coast community, with a focus on addressing social issues identified in the Community Strategic Plan.

### **Status of Women Advisory Group**

This Advisory Committee is responsible for advocating and raising awareness of issues that affect women on the Central Coast and promoting local networks and events that celebrate women in the community.

### **Tourism Advisory Committee**

This Advisory Committee is responsible for advocating the Destination Management Plan and Tourism Opportunity Plan by improving collaboration with tourism industry representation groups and relevant government funding bodies, and promoting and

supporting sustainable tourism across the Central Coast.

### **Town Centre Advisory Committee**

This Advisory Committee is responsible for providing advice and feedback on initiatives to attract investment, new businesses and an operational model to deliver economic development, tourism and the attraction of major events to the relevant town centres.

## **Councillor Statutory Reporting Information**

### **Councillor Fees and Expenses**

Central Coast Council has an adopted Councillor Expenses and Facilities Policy which has been prepared in accordance with the *Local Government Act 1993* and *Local Government (General) Regulation 2005*. It complies with the Office of Local Government's Guidelines for the payment of expenses and provision of facilities to Mayors and councillors in NSW. The Policy ensures accountability and transparency in the reimbursement of expenses incurred by Councillors and enables the reasonable and appropriate provision of facilities to assist Councillors to carry out their civic duties.

The Mayor, Deputy Mayor and Councillors also receive an annual fee which is determined by the NSW Local Government Remuneration Tribunal.

Details of these expenses incurred during this reporting period are provided below.

<b>Councillor Expenses</b>		
(i)	Councillors office equipment	\$2,291.54
(ii)	Telephone	\$1,718.27
(iii)	Conferences and seminars	\$47,150.62
(iiia)	Councillor Professional Development	See below
(iv)	Training	\$4,720
(v)	Interstate visits	Nil
(vi)	Overseas visits	Nil
(vii)	Expenses of spouse, partner or other person	Nil
(viii)	Expenses for provision of care	\$3,062.80
<b>Total Costs</b>		<b>\$58,943.23</b>

The following professional development programs and activities were offered to Councillors in 2018-19, with one or more participating:

- Model Code of Conduct for Councillors;
- Model Code of Meeting Practice;
- Code of Meeting Practice training;
- Councillor Planning and Budget Workshop;
- Budget Overview and Quarterly Budget Sessions;
- Independent Commission Against Corruption (ICAC) Session;
- Professional Development Councillor Portal;
- 2018 LGNSW Annual Conference; and
- 2019 National General Assembly.

A total of 13 professional development programs and activities were provided costing \$51,870.62.

### **One Year Anniversary**

Councillors and the Executive Leadership Team celebrated the first year of Council's term in September 2018.

This Council term will be a three year period with the next election in September 2020.



# Your Councillors

## Budgewoi Ward



**Councillor Greg Best**

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Independent



**Councillor Jillian Hogan**

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Labor



**Councillor Doug Vincent**

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Labor

## Gosford West Ward



**Deputy Mayor Chris Holstein\***

M: 0437 620 005

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@centralcoast.nsw.gov.au

Independent



**Councillor Troy Marquart**

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Liberal



**Councillor Richard Mehrtens**

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Labor

## Gosford East Ward



**Councillor Rebecca Gale**

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Liberal



**Mayor Jane Smith**

P: 4325 8361 (Gosford Office)

P: 4350 5211 (Wyong Office)

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Independent



**Councillor Jeff Sundstrom**

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Labor

## The Entrance Ward



**Councillor Lisa Matthews\***

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Labor



**Councillor Bruce McLachlan**

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Independent



**Councillor Jilly Pilon**

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Liberal

## Wyong Ward



**Councillor Chris Burke**

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Liberal



**Councillor Louise Greenaway**

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Independent



**Councillor Kyle MacGregor**

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Labor

*\*In September 2019 the Mayoral election was held, with Councillor Lisa Matthews elected as Mayor and Concillor Jane Smith elected as Deputy Mayor.*