



# Ordinary Council Meeting

7:00 pm  
Wednesday 22 October 2025

**Venue:**  
Rockdale Town Hall, Council Chambers,  
Level 1, 448 Princes Highway, Rockdale

**Contact Us:**

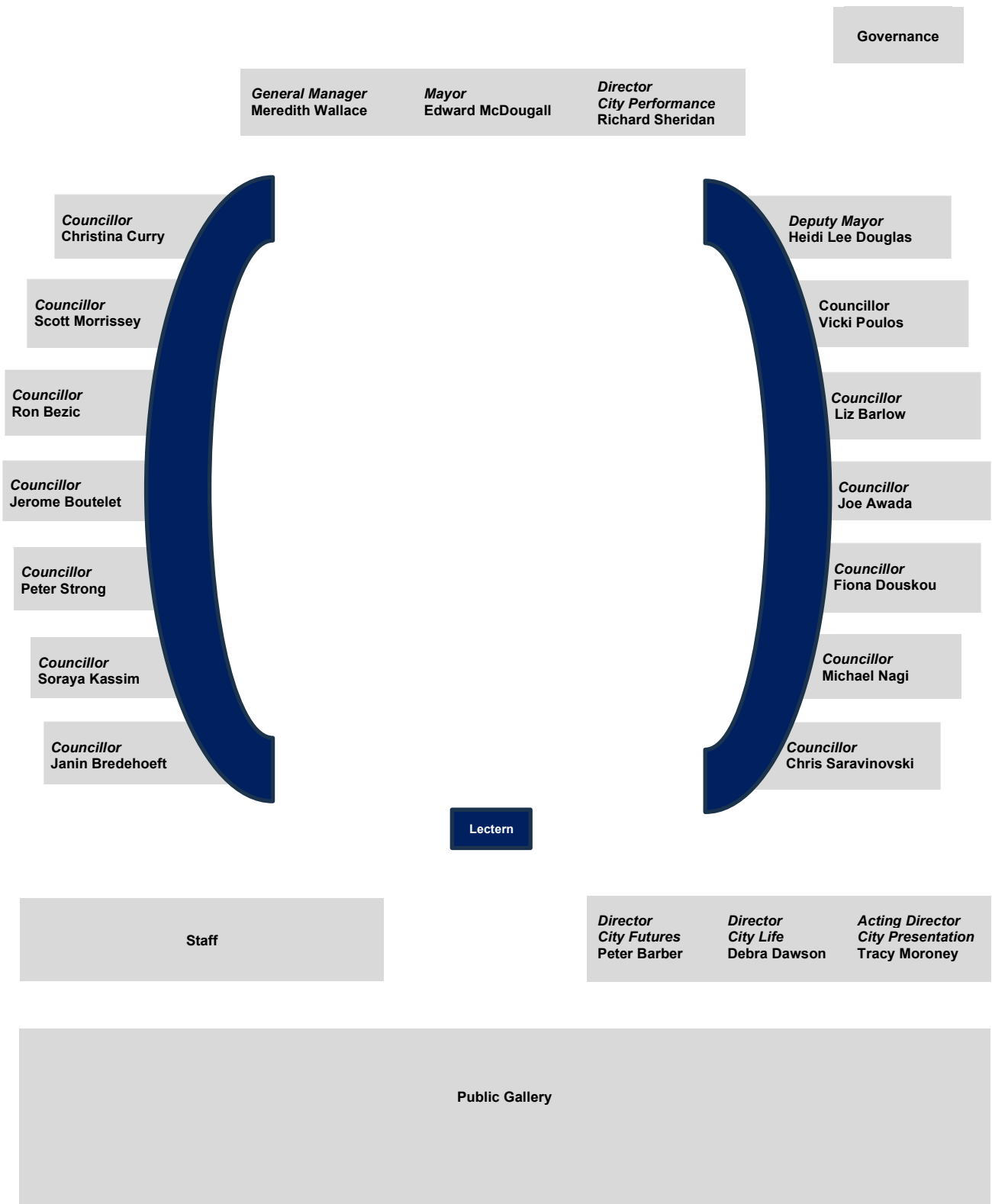
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PO Box 21, Rockdale NSW 2216

ABN: 80 690 785 443

# Council Meeting Seating



# Statement of Ethical Obligations

## Obligations

### Oath [Affirmation] of Office by Councillors

#### Oath

I swear that I will undertake the duties of the office of councillor in the best interests of the people of Bayside Local Government Area and the Bayside Council and that I will faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the *Local Government Act 1993* or any other Act to the best of my ability and judgment.

#### Affirmation

I solemnly and sincerely declare and affirm that I will undertake the duties of the office of councillor in the best interests of the people of Bayside Local Government Area and the Bayside Council and that I will faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the *Local Government Act 1993* or any other Act to the best of my ability and judgment.

## Code of Conduct conflict of interests

### Pecuniary interests

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 conflicts of interests

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 interests

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 interests

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 must also explain why conflict of interest is not significant and does not require further action in the circumstances.

## **MEETING NOTICE**

The **Ordinary Council Meeting** of  
**Bayside Council**  
will be held in the Rockdale Town Hall, Council Chambers,  
Level 1, 448 Princes Highway, Rockdale  
on **Wednesday 22 October 2025 at 7:00 pm**

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The meeting will be video recorded and live streamed to the community via Council's YouTube channel, in accordance with Council's Code of Meeting Practice.

Meredith Wallace  
**General Manager**

**1 OPENING MEETING**

**2 ACKNOWLEDGEMENT OF COUNTRY**

Bayside Council acknowledges the Bidjigal Clan, the traditional owners of the land on which we meet and work and acknowledges the Gadigal people of the Eora Nation. Bayside Council pays respects to Elders past and present.

**3 OPENING PRAYER**

**4 CONDOLENCES**

**5 APOLOGIES, LEAVE OF ABSENCE & ATTENDANCE VIA AUDIO-VISUAL LINK**

**6 DISCLOSURES OF INTEREST**

In accordance with Council's Code of Meeting Practice, Councillors are reminded of their Oath or Affirmation of Office made under Section 233A of the Local Government Act and their obligations under the Council's Code of Conduct to disclose and appropriately manage conflicts of interest.

## **7 MINUTES OF PREVIOUS MEETINGS**

### **Council Meeting**

**22/10/2025**

Item No	7.1
Subject	<b>Minutes of the Council Meeting - 24 September 2025</b>
Report by	Richard Sheridan, Director City Performance
File	SF24/8039

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### **Officer Recommendation**

That the Minutes of the Council meeting held on 24 September 2025 be confirmed as a true record of proceedings.

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### **Present**

Councillor Edward McDougall, Mayor  
Councillor Heidi Lee Douglas, Deputy Mayor  
Councillor Joe Awada  
Councillor Liz Barlow  
Councillor Ron Bezic  
Councillor Jerome Boutelet  
Councillor Janin Bredehoeft  
Councillor Christina Curry  
Councillor Michael Nagi  
Councillor Vicki Poulos  
Councillor Chris Saravinovski  
Councillor Peter Strong

### **Also Present**

Meredith Wallace, General Manager (Via Audio-Visual Link)  
Peter Barber, Acting General Manager  
Guy Hancock, Acting Director City Presentation  
Debra Dawson, Director City Life  
Louise Farrell, Acting Director City Futures  
Richard Sheridan, Director City Performance  
Helen Tola, Manager Governance & Risk  
Roland Sim, Manager Procurement & Fleet  
David Smith, Manager Strategic Planning  
Lorraine Olmedo, Manager Communications & Engagement  
Hong Nguyen, Manager Environment & Resilience (via Audio-Visual Link)  
Linda Hackett, Governance Officer  
Wolfgang Gill, IT Service Management Officer

## **1 Opening Meeting**

The Mayor opened the meeting in the Council Chambers, Rockdale Town Hall, Level 1, 448 Princes Highway, Rockdale at 7:06pm.

The Mayor informed the meeting, including members of the public, that the meeting is being video recorded and live streamed to the community via Council's YouTube channel, in accordance with Council's Code of Meeting Practice.

## **2 Acknowledgement of Country**

The Mayor affirmed that Bayside Council acknowledges the Bidjigal Clan, the traditional owners of the land on which we meet and work and acknowledges the Gadigal people of the Eora Nation. Bayside Council pays respects to Elders past and present.

## **3 Opening Prayer**

Reverend Jim Ferguson, Bexley Baptist Church, opened the meeting in Prayer.

## **4 Condolences**

There were no Condolences.

## **5 Apologies, Leave of Absence & Attendance Via Audio-Visual Link**

### **Apologies**

RESOLUTION

Minute No. 2025/230

Resolved on the motion of Councillors Nagi and Curry

That the apology from Councillor Morrissey be received and leave of absence granted.

### **Leave of Absence**

#### **5.1 Leave of Absence - Councillor Heidi Lee Douglas**

RESOLUTION

Minute No. 2025/231

Resolved on the motion of Councillors Nagi and Awada

That Councillor Douglas's request be received and leave of absence granted for the period Monday 10 November 2025 to – Saturday 22 November 2025.

**Note:** Councillors Kassim and Douskou had previously requested leave of absence which was approved at the Council Meeting on 27 August 2025.

### **Attendance Via Audio-Visual Link**

There were no Council members in attendance via audio-visual link.

## **6 Disclosures of Interest**

### **Deputy Mayor, Councillor Douglas**

#### **CWA25.035 – Post Exhibition Report – Scarborough Park Masterplan**

Councillor Douglas declared a Less than Significant Non-Pecuniary Conflict of Interest in Item CWA25.035 on the basis she established the Kamay Greenway Working Group but no longer convene it, and they made a submission to the Have Your Say, and she would remain in the meeting for discussion and voting on the matter.

#### **Item 13.12 Notice of Motion – Scarborough Central, Kogarah – request for State and Federal Funding Contribution**

Councillor Douglas declared a Less than Significant Non-Pecuniary Conflict of Interest in Item 13.2 on the basis that she attended the Kogarah Waratah's 100<sup>th</sup> Year Anniversary Dinner and was made an Honorary Lifetime Member and stated that she would remain in the meeting for discussion and voting on the matter.

### **Councillor Joe Awada**

#### **CS25.029 - Change of Name - Mascot and Hillsdale Childcare Centres**

Councillor Awada declared a Less than Significant Non-Pecuniary Interest in Item CS25.029 on the basis that his family operates family childcare centre in the area and stated he would remain in the meeting for consideration and voting on the matter.

#### **Item 13.10 - Notice of Motion - Investigating expansion of children's services**

Councillor Awada declared a Less than Significant Non-Pecuniary Interest in Item 13.10 on the basis that his family operates a family childcare centre in the area and stated he would leave the meeting for consideration and voting on the matter.

### **Councillor Michael Nagi**

#### **Item 13.9 – Notice of Motion – 2025 Bayside Town and Shopping Centre Spring Clean Program**

Councillor Nagi declared a Less than Significant Non-Pecuniary Interest in Item 13.9 on the basis that he owns businesses in the Arncliffe Shopping Centre, and stated he would remain in the meeting or consideration and voting on the matter because of interest of the clean-up in the community.

#### **Item 12.3 CS25.028 - Notice of Motion - CCTV Camera Installation in Arncliffe to Improve Community Safety**

Councillor Nagi declared a Less than Significant Non-Pecuniary Interest in Item 12.3 CS25.028 on the basis that he is a property and business owner within this area, and he will remain in the Chamber for consideration and voting on this matter.



## **7 Minutes of Previous Meetings**

### **7.1 Minutes of the Council Meeting - 27 August 2025**

#### **RESOLUTION**

Minute No. 2025/232

Resolved on the motion of Councillors Boutelet and Douglas

That the Minutes of the Council meeting held on 27 August 2025 be confirmed as a true record of proceedings.

## **8 Mayoral Minutes**

### **8.1 Mayoral Minute - Refugee Welcome Zones - Reaffirming our commitment to the Bayside Refugee Welcome Zone.**

#### **RESOLUTION**

Minute No. 2025/233

Resolved on the motion of Councillor McDougall

- 1 That Council notes the recent meeting with representatives from the Mayoral Taskforce Supporting People Seeking Asylum.
- 2 That Council reaffirms our commitment to the Refugee Council of Australia's Refugee Welcome Zone program.

### **8.2 Mayoral Minute - World Suicide Prevention Day**

#### **RESOLUTION**

Minute No. 2025/234

Resolved on the motion of Councillor McDougall

That Council acknowledges World Suicide Prevention Day and the important role Council plays in creating a sense of connection by bringing people together and supporting the community through our events and services.

### **8.3 Mayoral Minute - National Climate Risk Assessment**

#### **RESOLUTION**

Minute No. 2025/235

Resolved on the motion of Councillor McDougall

This Mayoral Minute is to acknowledge the release of the National Climate Risk Assessment on Monday 15 September.

## **9 Items by Exception**

#### **RESOLUTION**

Minute No. 2025/236

Resolved on the motion of Councillors Nagi and Bredehoeft

That the order of business be altered to allow Council to deal with the items by exception.

### **Items Resolved by Exception**

#### **RESOLUTION**

Minute No. 2025/237

Resolved on the motion of Councillors Nagi and Bredehoeft

That the recommendations included in the business paper for the following items be adopted:

- 11.2 Australian Local Government Association (ALGA) National General Assembly - Councillor Attendance Report
- 11.3 Statutory Financial Report
- 11.4 Progress Report on Councillor Notices of Motion - September 2025
- 11.5 Response to Notice of Motion - Improving compliance with Water Sensitive Urban Design (WSUD)
- 12.1 Minutes of the City Planning & Environment Committee Meeting - 3 September 2025
  - CPE25.028 Response to Notice of Motion - Rooftop Public Recreation Space
  - CPE25.029 Response to Notice of Motion - Bayside Heritage Study
- 12.2 Minutes of the City Works & Assets Committee Meeting - 3 September 2025

- 
- CWA25.033 Response to Notice of Motion - Assessment of Sports Lighting at Booralee Park
  - CWA25.034 Post Exhibition Report - Proposed Off Leash Dog Park for Linear Park
  - CWA25.036 Parking Management - The Boulevard Carpark, Brighton-Le-Sands
  - CWA25.037 Mascot Precinct - Local Area Traffic Management Study recommendations and implementation
  - CWA25.038 TfNSW Changes to Authorisation and Delegation to Councils
  - CWA25.039 Barton Park Golf Range - Expression of Interest Outcomes
  - 12.3 Minutes of the City Services Committee Meeting - 10 September 2025
    - CS25.026 Response to Notice of Motion - Fairy Lights at Ramsgate Beach Shops
    - CS25.029 Change of Name - Mascot and Hillsdale Childcare Centres
    - CS25.030 Draft Circus Management Policy - Outcome of Community Engagement
    - CS25.031 Response to Notice of Motion - Story Dog Program
    - CS25.032 Draft Bayside Council CCTV Policy
  - 12.4 Minutes of the City Performance Committee Meeting - 10 September 2025
    - CP25.040 Office of Local Government Guidelines regarding Quarterly Budget Review Statement (QBRs)
    - CP25.041 Draft Risk Management Policy - Post Exhibition Report
    - CP25.042 Sir Joseph Banks Park Amenities & Carpark
  - 12.5 Minutes of the Bayside Traffic Committee Meeting - 10 September 2025
    - BTC25.153 80 Alfred Street, Mascot - Proposed '1P' zone
    - BTC25.154 Burrows Street & Eden Street, Arncliffe - Changes to parking restrictions
    - BTC25.155 Coggins Place, Mascot - Proposed 28m Works Zone for 52 Weeks
    - BTC25.156 Dowsett Road & Kingsgrove Road, Kingsgrove - Intersection treatment
    - BTC25.157 10 Fremlin Street, Botany - Renewal of 9.2m Works Zone for 8 Weeks
    - BTC25.158 Greek Festival 2025 - Bay Street, Brighton-Le-Sands
    - BTC25.159 Horbury Street near Sans Souci Community Veggie Patch, Sans Souci - Proposed '1P' zone

- |           |  |
|-----------|--|
| BTC25.160 | Intersection of Stoney Creek Road and Rye Avenue, Bexley - Proposed 'No Stopping' Zone       |
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| BTC25.163 | Pemberton Street, Botany - Proposed 26m Works Zone for 52 Weeks                              |
| BTC25.164 | 100A, 102-106 Robey Street, Mascot - Proposed '1/4P' zone                                    |
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| BTC25.166 | Sutherland Street, Mascot - Proposed 'Right Lane Must Turn Right' sign                       |
| BTC25.167 | General Business   |
| 12.6      | Minutes of the Botany Historical Trust Meeting - 18 August 2025                              |
| BHT25.018 | Local History Update   |
| BHT25.020 | Outcome of the Botany Historical Trust Executive Engagement Strategy meeting on 19 June 2025 |
| BHT25.022 | Honouring  |
| BHT25.023 | Outcome  |

## 10 Public Forum

### 13.10 Notice of Motion - Investigating expansion of children's services

**Note:** Councillor Awada had previously declared a Less than Significant Non-Pecuniary Interest and left the meeting at 7:33pm.

The following person spoke at the meeting:

- Evan Gray, interested citizens, speaking for motion.

**Note:** The Council then considered Item 13.10 Notion of Motion – Investigating expansion of children's services. Refer to Council Resolution

### **13.12 Notice of Motion - Scarborough Central, Kogarah - request for State and Federal Funding Contribution**

The following people spoke at the meeting:

- Mr Daniel Provino, Interested Citizen/Resident, speaking for the motion.
- Mr Raff Dardano, Applicant, speaking for the motion.
- Mrs Alexandra Flemming, Applicant, speaking for the motion (via Audio-Visual Link).

**Note:** The Council then considered Item 13.12 Notion of Motion – Scarborough Central, Kogarah – request for State and Federal Funding Contribution. Refer to Council Resolution.

## **11 Reports to Council**

### **11.1 2025 LGNSW Conference Motions**

#### **RESOLUTION**

Minute No. 2025/240

Resolved on the motion of Councillors Curry and Douglas

- 1 That the motions detailed in the body of the report be submitted for the 2025 LGNSW Conference by the deadline of Tuesday 30 September 2025:
  - LGNSW to recognise that local government is best placed to deliver and support not-for-profit safe early childhood education (subject to removal of point 1 a) and b)) and removal of the second sentence from the Motion background);  
1
  - Illegal dumping and calls on the Government to consider reintroducing Regional Illegal Dumping (RID) squads to help tackle illegal dumping; and  
2
  - Support for Legislative Changes to Enable Fines Issued from Waterway Safety CCTV.
- 2 That a further motion as tabled at the Council Meeting on 24 September 2025 be submitted for the 2025 LGNSW Conference by the deadline of Tuesday 30 September 2025:

#### **Domestic Violence Action Plans for All Councils**

That Local Government NSW (LGNSW) requests all NSW councils to develop, implement, and maintain a Domestic & Family Violence Action Plan as part of their commitment to community safety and wellbeing.

**Motion Background:**

- Domestic and family violence remains a critical issue affecting individuals and families across all communities. Councils, as the closest level of government to the community, play a vital role in awareness, education, prevention, early intervention, and support. A Domestic Violence Action Plan ensures councils are proactive in:
- Raising awareness and promoting education around domestic and family and sexualised violence.
- Supporting staff and community members affected by domestic violence.
- Partnering with local services and stakeholders to strengthen referral pathways.
- Embedding domestic violence considerations into council policies, programs, and workplace practices.

This motion calls for LGNSW to support councils with resources, templates, and training to develop Action Plans tailored to their local context.

- 3 That the General Manager or nominee be authorised to make minor editorial amendments to the adopted motion before they are submitted to LGNSW.

**11.2 Australian Local Government Association (ALGA) National General Assembly - Councillor Attendance Report**

**RESOLUTION**

Item Resolved by Exception Minute No. 2025/237

Resolved on the motion of Councillors Nagi and Bredehoeft

- 1 That the Conference Attendance report be received and noted.
- 2 That Councillor Douglas's professional development plan is updated to reflect attendance at the Australian Local Government Association (ALGA) National General Assembly in Canberra.

**11.3 Statutory Financial Report**

**RESOLUTION**

Item Resolved by Exception Minute No. 2025/237

Resolved on the motion of Councillors Nagi and Bredehoeft

That the Statutory Financial Report by the Responsible Accounting Officer be received and noted.

#### **11.4 Progress Report on Councillor Notices of Motion - September 2025**

##### **RESOLUTION**

Item Resolved by Exception Minute No. 2025/237

Resolved on the motion of Councillors Nagi and Bredehoeft

That the Progress Report on Councillor Notices of Motion be received and noted.

#### **11.5 Response to Notice of Motion - Improving compliance with Water Sensitive Urban Design (WSUD)**

##### **RESOLUTION**

Item Resolved by Exception Minute No. 2025/237

Resolved on the motion of Councillors Nagi and Bredehoeft

That the report on the Response to Notice of Motion - Improving compliance with Water Sensitive Urban Design (WSUD) be received and noted.

#### **11.6 Response to Question - Open Spaces and Recreation Plan**

The response was received.

#### **11.7 Response to Question - Riverine Park Renewal**

The response was received.

### **12 Minutes and Reports of Committees**

#### **12.1 Minutes of the City Planning & Environment Committee Meeting - 3 September 2025**

##### **RESOLUTION**

Item Resolved by Exception Minute No. 2025/237

Resolved on the motion of Councillors Nagi and Bredehoeft

That the Minutes of the City Planning & Environment Committee meeting held on 3 September 2025 be received and the recommendations therein be adopted.

**12.1 CPE25.025      Update on Development of a New Development Contributions Plan for Bayside**

RESOLUTION

Minute No. 2025/241

Resolved on the motion of Councillors Douglas and Bredehoeft

- 1 That the attachment/s to this report be withheld from the press and public as they are confidential for the following reason:

With reference to Section 10(A) (2) (d)(i) of the Local Government Act 1993, the attachment relates to commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it. It is considered that if the matter were discussed in an open meeting it would, on balance, be contrary to the public interest due to the issue it deals with.

- 2 That Council note the methodology and progress on the preparation of a new Development Contributions Plan for Bayside and proposed next steps.
- 3 That a session be offered to assist Councillors in comprehending the draft Contribution Plan Works Schedule prior to the draft Plan being presented to a Planning and Environment Committee meeting for debate and decision making.

Division (Planning Matter)

For: Councillors McDougall, Curry, Bezic, Boutelet, Strong, Bredehoeft, Saravinovski, Nagi, Awada, Barlow, Poulos and Douglas

Against: Nil

The Motion was declared carried unanimously.

**12.1 CPE25.026      Post Exhibition Report - Planning Proposal - 204 Rocky Point Road, Kogarah**

Written submission was received from the following person:

- Mr Mason Stankovic, Applicant Representative, for the recommendations.

and were distributed to Councillors prior to the Council Meeting.

MOTION moved by Councillors Strong and Barlow

- 1 That Council notes the submissions received during exhibition of the Planning Proposal for 204 Rocky Point Road, Kogarah.



- 2 That Council notes the changes to the Planning Proposal made in response to the conditions of the Gateway Determination.
- 3 That Council exercises its delegation as Local Plan Making Authority to make the LEP amendment pursuant to Section 3.36(2)(a) of the Environmental Planning and Assessment Act 1979.
- 4 That all people and organisations who provided submissions be advised of Council's decision.

Division (Planning Matter)

For: Councillors McDougall, Nagi and Awada

Against: Councillors Curry (abstention), Bezic (abstention), Boutelet (abstention), Strong (abstention), Bredehoeft, Saravinovski (abstention), Barlow, Poulos and Douglas

The Motion was declared lost.

Foreshadowed Motion moved by Councillors Bezic and Curry

That the matter be deferred back to the City Planning and Environment Committee meeting for a more comprehensive report relating to the site Masterplanning Statement area and a more comprehensive report particularly around options, precedences and risks with rezoning from industrial to residential.

Division (Planning Matter)

For: Councillors McDougall, Curry, Bezic, Boutelet, Strong, Bredehoeft, Saravinovski, Nagi, Awada, Barlow, Poulos and Douglas

Against: Nil

The Foreshadowed Motion became the Motion and was carried.

## RESOLUTION

Minute No. 2025/242

Resolved on the motion of Councillors Bezic and Curry

That the matter be deferred back to the City Planning and Environment Committee meeting for a more comprehensive report relating to the site Masterplanning Statement area and a more comprehensive report particularly around options, precedences and risks with rezoning from industrial to residential.

Division (Planning Matter)

For: Councillors McDougall, Curry, Bezic, Boutelet, Strong, Bredehoeft, Saravinovski, Nagi, Awada, Barlow, Poulos and Douglas

Against: Nil

The Motion was carried.

**12.1 CPE25.027      Draft Amendment to Bayside Development Control Plan 2022 - Westfield Eastgardens**

RESOLUTION

Minute No. 2025/243

Resolved on the motion of Councillors Strong and Barlow

- 1      That Council, in accordance with Clause 13 of the *Environmental Planning and Assessment Regulation 2021*, endorses the draft amendment to the Bayside Development Control Plan 2022 to include a new chapter 7.22 Eastgardens Centre in Part 7 Specific Places to be placed on public exhibition for a period of 28 days.
- 2      That Council receives a further report post-exhibition to consider any submissions made during the public exhibition period.
- 3      An update/report to come back to Council around Solar Energy and Battery Storage/Green Roof as part of the DCP of new development and carbon offset deal around the Eastgardens site. Also shopping trolley management plan in the DCP.

Division (Planning Matter)

For:      Councillors McDougall, Curry, Bezic, Boutelet, Strong, Bredehoeft, Nagi, Awada, Barlow, Poulos and Douglas

Against: Councillors Saravinovski (abstention)

The Motion was declared carried.

**12.1 CPE25.028      Response to Notice of Motion - Rooftop Public Recreation Space**

RESOLUTION

Item Resolved by Exception Minute No. 2025/237

Resolved on the motion of Councillors Nagi and Bredehoeft

- 1      That Council receives and notes the Response to Notice of Motion – Rooftop Public Recreation Space report.

3

- 2 That Council, where, in areas with limited community facilities, prioritises exploring opportunities to incorporate community facilities into new privately owned buildings when Planning Agreements are offered, including potential rooftop recreation areas, taking into account the considerations discussed in this report.

### **12.1 CPE25.029 Response to Notice of Motion - Bayside Heritage Study**

#### **RESOLUTION**

Item Resolved by Exception Minute No. 2025/237

Resolved on the motion of Councillors Nagi and Bredehoeft

- 1 That Council receives and notes the information provided in this report.
- 2 That Council not proceed with a Heritage Review at this stage, pending the finalisation of the Bayside Heritage Strategy, as outlined in Planning Priority 11 of the Bayside Local Strategic Planning Statement.
- 3 That Council complete the Bayside Heritage Strategy within 6 months.
- 4 That Council is presented with 5 options from the Bayside Heritage Strategy for consideration as to whether the Heritage Review proceeds.

### **12.2 Minutes of the City Works & Assets Committee Meeting - 3 September 2025**

**Note:** Councillor Awada had previously declared a Less than Significant Non-Pecuniary Interest.

#### **RESOLUTION**

Item Resolved by Exception Minute No. 2025/237

Resolved on the motion of Councillors Nagi and Bredehoeft

That the Minutes of the City Works & Assets Committee meeting held on 3 September 2025 be received and the recommendations therein be adopted.

### **12.2 CWA25.032 Response to Notice of Motion - Major General William Holmes Memorial - Revised Design options and costings**

#### **RESOLUTION**

Minute No. 2025/244

Resolved on the motion of Councillors Douglas and Bredehoeft

- 1 That the response to Notice of Motion – Major General William Holmes Memorial – Revised Design options and costings be received and noted.
- 2 That prior to considering Major General William Holmes Memorial – Revised Design options and costing, that a site visit to be arranged.

**12.2 CWA25.033      Response to Notice of Motion - Assessment of Sports Lighting at Booralee Park**

RESOLUTION

Item Resolved by Exception Minute No. 2025/237

Resolved on the motion of Councillors Nagi and Bredehoeft

That the report on the Notice of Motion - Assessment of sports lighting at Booralee Park be received and noted.

**12.2 CWA25.034      Post Exhibition Report - Proposed Off Leash Dog Park for Linear Park**

RESOLUTION

Item Resolved by Exception Minute No. 2025/237

Resolved on the motion of Councillors Nagi and Bredehoeft

- 1 That Council notes the results of the Proposed Off Leash Dog Park for Linear Park Community Engagement and design response to the feedback received.
- 2 That Council adopts the draft concept design and proceed with the detailed construction design for the proposed off-leash dog park, including commencement of the permit approval process as required by Sydney Water.
- 3 That an update is provided on the Have Your Say page advising of Council's decision.

**12.2 CWA25.035      Post Exhibition Report - Scarborough Park Masterplan**

**Note:** Councillor Douglas had previously declared a Less than Significant Non-Pecuniary Interest.

RESOLUTION

Minute No. 2025/245

Resolved on the motion of Councillors Douglas and Nagi

- 1 That the attachment/s to this report be withheld from the press and public as they are confidential for the following reason:

With reference to Section 10(A) (2) (d)(i) of the Local Government Act 1993, the attachment relates to commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it. It is considered that if the matter were discussed in an open meeting it would, on balance, be contrary to the public interest due to the issue it deals with.

2. That Council notes the results of the Draft Scarborough Park Masterplan Community Engagement and the design response to the feedback received.
3. That Council adopts the revised Scarborough Park Masterplan incorporating community feedback.
4. That Council submit the concept proposal (Attachment 6 - Confidential) to Transport for NSW and continue to work with them to resolve future access across their land to ensure positive active transport connections to the south and east/west from Garrigarrang Avenue to Ramsgate Beach Town Centre.
5. That an update is provided on the Scarborough Park Have Your Say page advising of Council's decision.

**12.2 CWA25.036      Parking Management - The Boulevarde Carpark, Brighton-Le-Sands**

RESOLUTION

Item Resolved by Exception Minute No. 2025/237

Resolved on the motion of Councillors Nagi and Bredehoeft

That the current parking restrictions in The Boulevarde Carpark, Brighton-Le-Sands be retained.

**12.2 CWA25.037      Mascot Precinct - Local Area Traffic Management Study recommendations and implementation**

RESOLUTION

Item Resolved by Exception Minute No. 2025/237

Resolved on the motion of Councillors Nagi and Bredehoeft

That the proposed actions and estimated timeline for delivery of actions related to the recommendations of the Mascot Precinct – Local Area Traffic Management Study set out in the table in this report be noted and endorsed.

**12.2 CWA25.038      TfNSW Changes to Authorisation and Delegation to Councils**

RESOLUTION

Item Resolved by Exception Minute No. 2025/237

Resolved on the motion of Councillors Nagi and Bredehoeft

- 1      That the terms of reference for the Bayside Traffic Committee be updated to reflect the changes in delegations and the new Local Transport Forum (LTF).
- 2      That Council delegates its authority under the Roads Act to the General Manager to determine the specific matters as set out in the delegation table included in this report.
- 3      That Council notes the mandatory and non-mandatory matters to be referred to the Local Traffic Forum and determined by Council.

**12.2 CWA25.039      CONFIDENTIAL - Barton Park Golf Range - Expression of Interest Outcomes**

RESOLUTION

Item Resolved by Exception Minute No. 2025/237

Resolved on the motion of Councillors Nagi and Bredehoeft

- 1      That for the purpose of inviting select tenders in accordance with Section 55 (4) of the Local Government Act 1993, Council adopts the list of preferred providers included in the body of this report for the renewal and operation of the golf range at 210 West Botany Street, Arncliffe.
- 2      That Council does not pursue the Expressions of Interest received from the providers noted in the body of this report as 'not recommended for progression' to select tender.
- 3      That Council endorses the general scope and parameters set out in this report to be communicated through the tender process, noting that any redevelopment and intensification will be subject to a development application being approved, after community consultation.
- 4      That a further report be provided to Council to formally accept a recommended operator, following the select tender process.

**12.3 Minutes of the City Services Committee Meeting - 10 September 2025**

RESOLUTION

Item Resolved by Exception Minute No. 2025/237

Resolved on the motion of Councillors Nagi and Bredehoeft

That the Minutes of the City Services Committee meeting held on 10 September 2025 be received and the recommendations therein be adopted.

**12.3 CS25.025 Response to Notice of Motion - Gardiner Park Lighting**

RESOLUTION

Minute No. 2025/246

Resolved on the motion of Councillors Nagi and Bredehoeft

- 1 That the Response to Notice of Motion - Gardiner Park Lighting report be received and noted.
- 2 That a report be prepared to the next City Services Committee providing a comparison of all soccer facilities lighting across Bayside LGA, including those yet to be provided with lighting, those that have requested lighting (not delivered) and what budget is required to progress this work and details of any shortfalls in budget to meet the needs.

**12.3 CS25.026 Response to Notice of Motion - Fairy Lights at Ramsgate Beach Shops**

RESOLUTION

Item Resolved by Exception Minute No. 2025/237

Resolved on the motion of Councillors Nagi and Bredehoeft

- 1 That the attachment/s to this report be withheld from the press and public as they are confidential for the following reason:

With reference to Section 10(A) (2) (d)(ii) of the Local Government Act 1993, the attachment relates to commercial information of a confidential nature that would, if disclosed, confer a commercial advantage on a competitor of the Council. It is considered that if the matter were discussed in an open meeting it would, on balance, be contrary to the public interest due to the issue it deals with.

- 2 That Council approves the installation of Fairy Lights at Ramsgate Beach in two stages.
- 3 That funds for Stage One be funded from the Ramsgate Beach Local Area Fund.

**12.3 CS25.027      Response to Notice of Motion - Investigation into Dual Naming of Barton Park**

RESOLUTION

Minute No. 2025/247

Resolved on the motion of Councillors Douglas and Strong

- 1 That Council endorses the dual name *Wadhangarii-Barton Park* for formal submission to the Geographic Names Board.
- 2 That Council notes the Geographic Names Board will exhibit the proposed dual name for public comment, and Council will link to and promote this exhibition through its Have Your Say page, thus reducing duplication of feedback.

**12.3 CS25.028      Response to Notice of Motion - CCTV Camera Installation in Arncliffe to Improve Community Safety**

**Note:** Councillor Nagi had previously declared a Less than Significant Non-Pecuniary Interest on this matter.

RESOLUTION

Minute No. 2025/248

Resolved on the motion of Councillors Nagi and Bezic

That Council notes the Response to Notice of Motion - CCTV Camera Installation in Arncliffe to Improve Community Safety report.

**12.3 CS25.029      Change of Name - Mascot and Hillsdale Childcare Centres**

**Note:** Councillor Awada had previously declared a Less than Significant Non-Pecuniary Interest on this matter.

RESOLUTION

Item Resolved by Exception Minute No. 2025/237

Resolved on the motion of Councillors Nagi and Bredehoeft



That Council endorses the name change of Mascot and Hillsdale Childcare Centres to the more contemporary Mascot and Hillsdale Early Education and Care Centres, consistent with the naming of Garrigarang Early Education and Care Centre.

**12.3 CS25.030      Draft Circus Management Policy - Outcome of Community Engagement**

RESOLUTION

Item Resolved by Exception Minute No. 2025/237

Resolved on the motion of Councillors Nagi and Bredehoeft

- 1      That Council receives and notes the Draft Circus Management Policy – Outcome of Community Engagement report.
- 2      That Council notes the community engagement results regarding Bayside's draft Circus Management Policy.
- 3      That Council adopts Bayside's Circus Management Policy.

**12.3 CS25.031      Response to Notice of Motion - Story Dog Program**

RESOLUTION

Item Resolved by Exception Minute No. 2025/237

Resolved on the motion of Councillors Nagi and Bredehoeft

That Council notes the Response to Notice of Motion – Story Dog Program report.

**12.3 CS25.032      Draft Bayside Council CCTV Policy**

RESOLUTION

Item Resolved by Exception Minute No. 2025/237

Resolved on the motion of Councillors Nagi and Bredehoeft

That the draft Bayside Council CCTV Policy be endorsed and be placed on public exhibition for a period of 28 days.

**12.4 Minutes of the City Performance Committee Meeting - 10 September 2025**

RESOLUTION

Item Resolved by Exception Minute No. 2025/237

Resolved on the motion of Councillors Nagi and Bredehoeft

That the Minutes of the City Performance Committee meeting held on 10 September 2025 be received and the recommendations therein be adopted.

**12.4 CP25.039      Response to Notice of Motion Minute No 2024/125 - Council develop a timeline for electrification of Councils fleet.**

RESOLUTION

Minute No. 2025/249

Resolved on the motion of Councillors Douglas and Barlow

Moved by Councillors Douglas and McDougall

- 1     That Council prioritises an increase in the number of “Hybrid Vehicles” to the passenger and pool car fleet where the vehicles are fit for purpose and financially viable.
- 2     That Council looks at more fuel-efficient EV & Hybrid Vehicles to replace standard combustion engine vehicles in the “light commercial fleet” taking into consideration fit for purpose and financial viability.
- 3     That Council continues to analyse the “Heavy Vehicle and Machinery” fleet for more sustainable options where the vehicles and machinery are fit for purpose and financially viable.
- 4     That Council investigates the costs of installing solar capacity that services a higher target number of EV vehicles in our fleet.
- 5     That Council applies for the Community Energy Upgrade fund specifically for the electrification upgrades of local government facilities.
- 6     That the timeline for electrification of Councils fleet be reviewed again following consideration of the Net Zero Council Operations Strategy.

**12.4 CP25.040      Office of Local Government Guidelines regarding  
Quarterly Budget Review Statement (QBRs)**

RESOLUTION

Item Resolved by Exception Minute No. 2025/237

Resolved on the motion of Councillors Nagi and Bredehoeft

- 1      That Council receive and note the updates to the Quarterly Budget Review Statement Guidelines and the mandatory updates from the NSW Office of Local Government (OLG).
- 2      That Council endorse that the updates to the Quarterly Budget Review Statement to be implemented in the Quarterly Budget Review Statement for the Quarter ended September 2025.

**12.4 CP25.041      Draft Risk Management Policy - Post Exhibition  
Report**

RESOLUTION

Item Resolved by Exception Minute No. 2025/237

Resolved on the motion of Councillors Nagi and Bredehoeft

That Council notes the public exhibition and adopts the Draft Risk Management Policy.

**12.4 CP25.042      Sir Joseph Banks Park Amenities & Carpark**

RESOLUTION

Item Resolved by Exception Minute No. 2025/237

Resolved on the motion of Councillors Nagi and Bredehoeft

- 1      That the attachment/s to this report be withheld from the press and public as they are confidential for the following reason:  
  
With reference to Section 10(A) (2) (c) of the Local Government Act 1993, the attachment relates to information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business. It is considered that if the matter were discussed in an open meeting it would, on balance, be contrary to the public interest due to the issue it deals with.
- 2      That in accordance with Regulation 178 (1) (a) of the Local Government (General) Regulation 2021, Council accepts the RFT Submission from Carfax Commercial Constructions Pty Ltd for Sir Joseph Banks Park Amenities Building

and Carpark at a lump sum price of \$2,471,321.00 exclusive of GST subject to agreement by both parties to contract conditions.

- 3 That the Council endorses \$420,000 of additional funding allocated from the Development Contributions Levy to allow the Lump Sum works to proceed.
- 4 That the Council endorses additional funding of \$205,900 from the Development Contributions Levy for the Provisional Sums to proceed.
- 5 That the Council endorses additional funding of \$39,740 from the Development Contributions Levy for the Optional Additional items to proceed.

### **12.5 Minutes of the Bayside Traffic Committee Meeting - 10 September 2025**

#### **RESOLUTION**

Item Resolved by Exception Minute No. 2025/237

Resolved on the motion of Councillors Nagi and Bredehoeft

That the Minutes of the Bayside Traffic Committee meeting held on 10 September 2025 be received and the recommendations therein be adopted.

### **12.5 BTC25.153 80 Alfred Street, Mascot - Proposed '1P' zone**

#### **RESOLUTION**

Item Resolved by Exception Minute No. 2025/237

Resolved on the motion of Councillors Nagi and Bredehoeft

That approval be given for the installation of a 6m '1P' zone at 80 Alfred Street, Mascot, as per the attached drawing.

### **12.5 BTC25.154 Burrows Street & Eden Street, Arncliffe - Changes to parking restrictions**

#### **RESOLUTION**

Item Resolved by Exception Minute No. 2025/237

Resolved on the motion of Councillors Nagi and Bredehoeft

- 1 That Council replace the existing 'No Stopping, 6:00 am – 10:00 am, Mon - Fri' zone with a 'No Stopping' zone and install one (1) parallel parking space on Burrows Street, Arncliffe.

- 2 That Council replace the existing 'No Parking' zone at the intersection of Eden Street and Burrows Street with a 'No Stopping' zone.
- 3 That Council install new 'No Stopping' zones on Burrows Street & Eden Street, Arncliffe, as shown in the attached plan.

**12.5 BTC25.155 Coggins Place, Mascot - Proposed 28m Works Zone for 52 Weeks**

RESOLUTION

Item Resolved by Exception Minute No. 2025/237

Resolved on the motion of Councillors Nagi and Bredehoeft

- 1 That approval be given to the installation of a 28m 'Works Zone, 7:00 am – 6:00 pm, Monday to Friday, and 7:00 am – 1:00 pm, Saturday' along the western kerbline of Coggins Place, Mascot, for a duration of 52 weeks, subject to relevant conditions.
- 2 That the applicant must ensure that construction vehicles do not queue within Coggins Place or any other local roads in the vicinity especially concrete trucks during the construction period waiting to deliver goods to the site.
- 3 That the developer and associated sub-contractors notify Council's Traffic and Road Safety Team of any proposed applications through the 'National Heavy Vehicle Regulator' authority.
- 4 That the developer and associated sub-contractors comply with conditions imposed by the 'National Heavy Vehicle Regulator' approved Permits.
- 5 That the applicant notifies Council 6 Weeks in advance of required extension to the 52 week 'Works Zone'.
- 6 That the applicant notifies the adjacent properties of the approved 'Work Zone' and provides a copy to Council for record.

**12.5 BTC25.156 Dowsett Road & Kingsgrove Road, Kingsgrove - Intersection treatment**

RESOLUTION

Item Resolved by Exception Minute No. 2025/237

Resolved on the motion of Councillors Nagi and Bredehoeft

That a Watts profile speed hump, BB centreline pavement markings and 'STOP' sign be installed in Dowsett Road and Kingsgrove Road, Kingsgrove as per the attached plan.

**12.5 BTC25.157      10 Fremlin Street, Botany - Renewal of 9.2m Works Zone for 8 Weeks**

RESOLUTION

Item Resolved by Exception Minute No. 2025/237

Resolved on the motion of Councillors Nagi and Bredehoeft

- 1      That approval be given to the renewal of a 9.2m 'Works Zone, 7:00 am – 5:00 pm, Mon – Fri and 8:00 am – 1:00 pm Sat' restriction along the eastern kerb line of Fremlin Street, for the duration of 8 weeks, subject to relevant conditions.
- 2      That the applicant must ensure that construction vehicles do not queue within Fremlin Street or any other local roads in the vicinity especially concrete trucks during the construction period waiting to deliver goods to the site.
- 3      That the existing parking restrictions in the Fremlin Street is not changed on account of this proposal and two-way traffic flow be maintained in Fremlin Street at all times unless separate road occupancy approvals have been obtained through Council's Public Domain and Referrals team.
- 4      That approval is not given to the movement of 'Heavy Rigid Vehicles' due to constraint in the existing road infrastructure and be limited to 8.8m 'Medium Rigid Vehicle'.
- 5      That approval is not given to construction vehicles to arrive or depart from the site during school zone hours i.e. 8:00 am – 9:30 am and 2:30 pm – 4:00 pm school days.
- 6      That the applicant notifies Council, six (6) weeks in advance of required extension to the 24 week 'Works Zone'.

**12.5 BTC25.158      Greek Festival 2025 - Bay Street, Brighton-Le-Sands**

RESOLUTION

Item Resolved by Exception Minute No. 2025/237

Resolved on the motion of Councillors Nagi and Bredehoeft

That the TMP for the Greek Festival to be held on Bay Street, Brighton-Le-Sands on Sunday 16 November 2025 be received and noted.

**12.5 BTC25.159      Horbury Street near Sans Souci Community Veggie Patch, Sans Souci - Proposed '1P' zone**

RESOLUTION

Item Resolved by Exception Minute No. 2025/237

Resolved on the motion of Councillors Nagi and Bredehoeft

That the installation of a '1P' zone on Horbury Street, Sans Souci is not supported.

**12.5 BTC25.160      Intersection of Stoney Creek Road and Rye Avenue, Bexley - Proposed 'No Stopping' Zone**

RESOLUTION

Item Resolved by Exception Minute No. 2025/237

Resolved on the motion of Councillors Nagi and Bredehoeft

That approval be given for the installation of a statutory 10m 'No Stopping' zone on both sides of Rye Avenue at its intersection with Stoney Creek Road, Bexley as shown in the attached drawing.

**12.5 BTC25.161      King Lane, Rockdale - Proposed conversion of 'No Parking' zone 'Loading Zone'**

RESOLUTION

Item Resolved by Exception Minute No. 2025/237

Resolved on the motion of Councillors Nagi and Bredehoeft

That the existing 'No Parking' restriction in King Lane, Rockdale be converted to a 'Loading Zone, 8.30 am – 6 pm , Mon – Fri, 8.30 am – 12.30 pm, Sat' in King Lane, Rockdale, as per attached drawing.

**12.5 BTC25.162      Mill Street & Cumberland Street, Carlton — Intersection NS1 Linemarking**

RESOLUTION

Item Resolved by Exception Minute No. 2025/237

Resolved on the motion of Councillors Nagi and Bredehoeft

That approval be given for the installation of a statutory 10m 'No Stopping' zone in the form of yellow NS1 linemarking at the intersection of Mill Street and Cumberland Street as per the attached plan.

**12.5 BTC25.163      Pemberton Street, Botany - Proposed 26m Works Zone for 52 Weeks**

RESOLUTION

Item Resolved by Exception Minute No. 2025/237

Resolved on the motion of Councillors Nagi and Bredehoeft

- 1      That approval be given to the installation of a 26m 'Works Zone, 7:00 am – 5:00 pm, Monday to Friday, and 7:00 am – 1:00 pm, Saturday' along the western kerbline of Pemberton Street, Botany, for a duration of 52 weeks, subject to relevant conditions.
- 2      That the applicant must ensure that construction vehicles do not queue within Pemberton Street or any other local roads in the vicinity especially concrete trucks during the construction period waiting to deliver goods to the site.
- 3      That the developer and associated sub-contractors notify Council's Traffic and Road Safety Team of any proposed applications through the 'National Heavy Vehicle Regulator' authority.
- 4      That the developer and associated sub-contractors comply with conditions imposed by the 'National Heavy Vehicle Regulator' approved Permits.
- 5      That approval be given to the movement of heavy vehicles be limited to 12.5m 'Heavy Rigid Vehicle' due to constraint in the existing road infrastructure.
- 6      All inbound construction vehicles approaching the site must travel via Botany Road, turn into Pemberton Street, and then turn left into the site. All outbound construction vehicles must manoeuvre within the site, exit by turning left onto Sir Joseph Banks Street, and then turn onto Botany Road.
- 7      That approval is not given for construction vehicles to use Pemberton Street as part of egress route.
- 8      That the applicant notifies Council 6 Weeks in advance of required extension to the 52 week 'Works Zone'
- 9      That the applicant notifies the adjacent properties of the approved 'Work Zone' and provides a copy to Council for record.



**12.5 BTC25.164      100A, 102-106 Robey Street, Mascot - Proposed '1/4P' zone**

RESOLUTION

Item Resolved by Exception Minute No. 2025/237

Resolved on the motion of Councillors Nagi and Bredehoeft

That a '1/4P, 5 am – 11 pm' zone be installed along the frontage of 100A, 102–106 Robey Street, Mascot, in accordance with Development Consent (MDA-2025/21).

**12.5 BTC25.165      Segenhoe Street, Arncliffe - Proposed 'No Parking' zone**

RESOLUTION

Item Resolved by Exception Minute No. 2025/237

Resolved on the motion of Councillors Nagi and Bredehoeft

That approval be given for the installation of 34m 'No Parking, 7.30 am – 9.00 am, 3.00 pm – 6.00 pm, Mon – Fri' zone on the eastern side of Segenhoe Street, Arncliffe, as per the attached drawing.

**12.5 BTC25.166      Sutherland Street, Mascot - Proposed 'Right Lane Must Turn Right' sign**

RESOLUTION

Item Resolved by Exception Minute No. 2025/237

Resolved on the motion of Councillors Nagi and Bredehoeft

That a "RIGHT LANE MUST TURN RIGHT" sign be installed on Sutherland Street for northbound traffic on the approach to the existing signalised intersection of Sutherland Street and King Street, Mascot, as per attached drawings.

**12.5 BTC25.167      General Business**

RESOLUTION

Item Resolved by Exception Minute No. 2025/237

Resolved on the motion of Councillors Nagi and Bredehoeft

That the matters raised in General Business be received, noted and action taken as necessary.

### **12.6 Minutes of the Botany Historical Trust Meeting - 18 August 2025**

#### **RESOLUTION**

Item Resolved by Exception Minute No. 2025/237

Resolved on the motion of Councillors Nagi and Bredehoeft

That the Minutes of the Botany Historical Trust meeting held on 18 August 2025 be received and the recommendations therein be adopted.

### **12.6 BHT25.018 Local History Update**

#### **RESOLUTION**

Item Resolved by Exception Minute No. 2025/237

Resolved on the motion of Councillors Nagi and Bredehoeft

That Council undertake a review of the Ron Rathbone Competition and that Council engage with both the Botany Historical Trust and the St George Historical Society regarding potential improvements and amendments to the competition format to increase community participation.

### **12.6 BHT25.019 Program and Activities for 2025**

#### **RESOLUTION**

Item Resolved by Exception Minute No. 2025/237

Resolved on the motion of Councillors Nagi and Bredehoeft

That the Botany Historical Trust Executive:

1. Notes the Program and Activities for 2025 report.
2. Confirms the date for the BHT Christmas Function is to be Tuesday 9 December 2025 if The Hon. Ron Hoenig confirms that he is available to attend.
3. Writes a letter to the organisers of the Nancy Hillier lecture.
4. That Bobbi Mayne sends the Memorandum of Understanding (MOU) for the Nancy Hillier Lecture to the BHT Executive Committee.
5. That Rob Hanna writes a letter to the organisers of the Nancy Hillier lecture.

**12.6 BHT25.020 Outcome of the Botany Historical Trust Executive Engagement Strategy meeting on 19 June 2025**

RESOLUTION

Item Resolved by Exception Minute No. 2025/237

Resolved on the motion of Councillors Nagi and Bredehoeft

That the Botany Historical Trust Executive:

1. Increases their meeting frequency from 4 to 6 meetings per year.
2. Invites a representative from Council's Communications team to the next meeting to discuss ideas and recommendations.

**12.6 BHT25.021 Other Business**

RESOLUTION

Item Resolved by Exception Minute No. 2025/237

Resolved on the motion of Councillors Nagi and Bredehoeft

That the Botany Historical Trust Executive discuss and make recommendations regarding the items outlined in the report.

**12.6 BHT25.022 Honouring Dr Peter Orlovich**

RESOLUTION

Item Resolved by Exception Minute No. 2025/237

Resolved on the motion of Councillors Nagi and Bredehoeft

That Bayside Council reach out to Dr Peter Orlovich's family to obtain a photo and ask if they would like to contribute to the wording that will be displayed with the photo.

## **12.6 BHT25.023 Outcome of DA applications**

### **RESOLUTION**

Item Resolved by Exception Minute No. 2025/237

Resolved on the motion of Councillors Nagi and Bredehoeft

That Council shares outcomes of DA applications with the BHT Executive Committee.

## **13 Notices of Motion**

### **13.1 Notion of Motion - Open Spaces and Recreation Plan**

#### **RESOLUTION**

Minute No. 2025/250

Resolved on the motion of Councillors Douglas and Poulos

That Council commences the development of an Open Spaces and Recreation Plan by first fully understanding the current provision of open space and recreational facilities and to assess any shortfalls in the current provision by:

- 1 That Council undertakes a comprehensive audit of existing public open spaces and recreational facilities
- 2 That the audit includes the demographic, spatial and environmental context, highlighting the distribution pattern of open space and recreation opportunities across Bayside
- 3 That current participation rates for active recreation be included and
- 4 That this information be prepared as a report (Stage 1 of an Open Space and Recreation Plan)
- 5 That funding for the additional elements to complete the Plan, such as a gap analysis of the current provision compared to relevant standards and benchmarking, community consultation, the development of a strategic framework, review of future opportunities and detailed action plan be considered for inclusion in the 2026/27 budget.

### **13.2 Notice of Motion - Exploring Funding Models for Environmental Programs**

#### **RESOLUTION**

Minute No. 2025/251

Resolved on the motion of Councillors Douglas and Bredehoeft

- 1 That Council prepares a report outlining funding models used by other councils to support environmental and climate resilience programs. The report should:
  - Benchmark Bayside against comparable and neighbouring councils by examining:
    - (I) The source of funding other councils have for their environmental programs, carbon offset agreements, and partnership contributions from high-impact industries.
    - (II) How these funding models have improved local amenity, delivered measurable environmental outcomes, and achieved better return on investment (ROI) for ratepayers.
- 2 That the following background information and opportunities for Bayside be considered by staff when preparing the report referenced in Part 1 of the Resolution:

#### **Background information**

##### **Learning from Other Councils**

Several NSW councils have successfully implemented innovative funding models to enhance environmental outcomes and improve local amenity:

- **City of Newcastle**
  - Receives structured contributions from NSW Ports to offset environmental impacts.
  - Uses these funds to improve water quality, biodiversity, and community access.
- **Wollongong City Council**
  - Partners with NSW Ports to secure funding for foreshore restoration, air quality monitoring, and coastal amenity improvements.
- **Randwick City Council**
  - Applies an Environmental Levy on rates, raising approximately \$2 million annually to fund urban greening, coastal protection, and renewable energy projects.

- **City of Sydney**

- Combines environmental levies, developer contributions, and partnership funding to achieve net zero targets and deliver high-value public space upgrades.

These councils demonstrate that dedicated funding streams can deliver both environmental benefits and better outcomes for ratepayers, improving the liveability and sustainability of their communities.

**Opportunities for Bayside**

Bayside's unique location alongside significant industrial operations makes it well-placed to explore similar funding mechanisms:

- Sydney Airport has partnered with Bayside Council on multi-million-dollar community projects (example), demonstrating potential for expanding collaboration to environmental programs.

Port Botany contributes significantly to local environmental pressures, making it an ideal candidate for structured contributions or environmental levies to offset impacts.

**13.3 Notice of Motion - Proposed closure of Kingsgrove Post Office and the Rockdale PO Box Annexe**

RESOLUTION

Minute No. 2025/252

Resolved on the motion of Councillors Boutelet and Saravinovskii

- 1 That Council notes the proposed closure of the Kingsgrove Post Office and the significant community opposition.
- 2 That Council also notes the proposed closure of the Rockdale PO Box Annexe, scheduled for the 14 November 2025, despite the recent AusPost commitment to retain the post office boxes in Rockdale.
- 3 That Council recognises the essential role the Post Office plays for residents, businesses, and vulnerable members of the community
- 4 That Council calls on the Federal Member for Barton to urgently intervene with Australia Post to prevent the closures and ensures proper consultation with the community.
- 5 That Council requests the Mayor write to the Member for Barton, Federal Minister for Communications and CEO of Australia Post outlining Council's concerns and seeking assurance that services will be maintained in Kingsgrove and Rockdale.

### **13.4 Notice of Motion - Safety concerns at Wolli Creek - Princes Highway**

#### RESOLUTION

Minute No. 2025/253

Resolved on the motion of Councillors Boutelet and Poulos

- 1 That Council notes the ongoing safety concerns for pedestrians crossing the Princes Highway at Wolli Creek, including the risks posed by high traffic volumes and inadequate pedestrian facilities.
- 2 That Council further notes that despite Council's letter to the NSW Government raising these concerns, no response has been received.
- 3 That Council calls on the NSW Government to urgently:
  - a. Respond to Council's correspondence regarding Princes Highway pedestrian safety at Wolli Creek.
  - b. Engage with Bayside Council and the local community to identify immediate safety improvements, such as upgraded crossings, traffic calming, or signal changes.
  - c. Commit to a plan and funding for long-term pedestrian safety solutions in the area.
- 4 That Council requests the Mayor write again to the Premier, the Minister for Transport, and the local State Member, copying relevant agencies, to seek a formal response and timeline for action.

### **13.5 Notice of Motion - Upgrade of Memorial Park playground, Mascot**

#### RESOLUTION

Minute No. 2025/254

Resolved on the motion of Councillors Boutelet and Curry

- 1 That Council notes that the playground at Memorial Park, Mascot is in need of renewal to meet community needs.
- 2 That Council commits to upgrading the playground at Memorial Park, with a focus on:
  - a. Inclusive and accessible play equipment suitable for a range of ages and abilities.
  - b. Improved safety features and shade.
  - c. Landscaping and seating to enhance the park's amenity for families and carers.

- 3 That Council requests staff prepare a report outlining design options, cost estimates, and potential funding sources for the upgrade, to be brought back to Council for consideration.

### **13.6 Notice of Motion - Enhanced Community Education and Communication for Urban Green Spaces and Tree Management.**

#### RESOLUTION

Minute No. 2025/255

Resolved on the motion of Councillors Bredehoeft and Douglas

- 1 That Council refreshes, expands and implements a community education program about the importance of urban green spaces including trees, native vegetation, bushes, and parklands in our urban environment, highlighting their benefits for air quality, biodiversity, climate resilience, stormwater management, and community wellbeing.
  - Utilising existing Council communication channels, e.g. e-newsletter, social media, digital channels, messages on garbage trucks
- 2 That Council expands on regular community workshops and education sessions (including at the Project Planet festival in October), for example on:
  - Native vegetation selection and care suitable for local conditions
  - Sustainable gardening practices that support urban green spaces and trees
- 3 That Council establishes a tree removal communication protocol requiring that when Council removes or cuts down any tree, or undertakes significant landscaping changes in public spaces:
  - Clear signage is placed at the site explaining the reason for removal (e.g., safety, disease, infrastructure conflict, park improvements)
  - Information is clearly provided on replacement planting trees/green space enhancements and timelines
  - Consider increasing letterboxing of information
- 4 That Council promotes and expands Council's Tree Adoption Program through:
  - Enhanced community awareness of this great program
  - Considers regular information sessions for interested residents
  - Considers introduction of recognition programs for active tree adopters
- 5 That Council reports back to Council within 6 months.



### **13.7 Notice of Motion - On-street personal electric vehicle charging solution trial Investigation**

#### RESOLUTION

Minute No. 2025/256

Resolved on the motion of Councillors Bredehoeft and Douglas

- 1 That Council investigates establishing a trial program for kerbside on-street personal EV charging units within the Bayside Council area.
- 2 That Council examines the requirements and barriers for installing infrastructure, including:
  - Development consent processes under the Transport and Infrastructure SEPP
  - Safety and liability considerations for units on public land
  - Insurance requirements for property owners
- 3 That Council assesses feasibility of trial program by reviewing:
  - The trial outcomes from Port Phillip City Council (Victoria)
  - Suitable locations for a small-scale trial
  - Cost implications for participating residents
  - Council's role and responsibilities
  - Risk management requirements
- 4 That Council reports back with recommendations on whether to proceed with a Kerb charge trial program.

### **13.8 Notice of Motion - Establish a Sports Advisory Committee**

#### RESOLUTION

Minute No. 2025/257

Resolved on the motion of Councillors Barlow and Poulos

That a report be prepared and presented to the relevant Committee discussing the potential of Council establishing a Sports Advisory Committee (similar to the format of the Georges River Advisory Committee) or a Sports Forum.

### **13.9 Notice of Motion - 2025 Bayside Town and Shopping Centre Spring Clean Program**

**Note:** Councillor Nagi had previously declared a Less than Significant Non-Pecuniary Interest on this matter.

#### **RESOLUTION**

Minute No. 2025/258

Resolved on the motion of Councillors Poulos and Boutelet

That a report be prepared to the City Works & Assets Committee in November 2025 detailing Council's current town and shopping centre cleaning program which includes reference to what Council already does, what Council could potentially do differently, service standards and how a spring clean program could be implemented via a cyclical calendar.

### **13.10 Notice of Motion - Investigating expansion of children's services**

**Note:** Councillor Awada had previously declared a Less than Significant Non-Pecuniary Interest and left the meeting at 7:33pm.

**Note:** This item was considered after Public Forum.

The following person spoke at the meeting:

- Evan Gray, Interested Citizens, speaking for the motion.

#### **RESOLUTION**

Minute No. 2025/238

Resolved on the motion of Councillors Strong and Douglas

1 That Council notes:

- a) research by VUT that indicates sections of our LGA need more early childhood education & care.
- b) that Bayside Council has inherited services in the old Botany Council as part of the amalgamation, and that the majority of these services exceed National Quality Standards.
- c) that the local population is expected to increase further due to the NSW Government's development plan, which may increase demand for services;
- d) notes the increasing number of proposals that have been recommended by the Housing Development Authority to proceed as State Significant Development and the necessity for the Council to outline the key planning

issues of the proposed development, via the notification process, to ensure such matters are addressed as part of the assessment and determination of the applications; and

- e) notes that consideration will be given to opportunities for childcare centres to be included in proposals declared as State Significant within the LGA.
- 2 That the Council requests staff prepare a report investigating expanded Council-run Early Childhood Education & Care on:
- a) considers Council owned assets, including existing properties leased to private childcare operators, as potential sites for more Council owned and managed childcare centres as part of the infrastructure needs assessment;
  - b) identifies areas of need in the LGA for potential new sites to locate early learning services, and costs associated with their set up for Council to consider; and
  - c) includes data on cost of the quality of a private childcare centre around the area and costs around comparative Council run services.
- 3 That Council commits to increased transparency for local families by:
- a) expediting any Questions on Notice and Freedom of Information requests in this area; and
  - b) reporting back regularly to Council on the progress of this report.

### **13.11 Notice of Motion - Gender affirmation leave**

MOTION moved by Councillors Strong and Douglas

That Council requests a report by staff on the feasibility of and options for gender affirmation leave, reproductive health care leave and Cultural Leave for Aboriginal and Torres Strait Islanders leave policy for the Bayside Council workforce. This report should involve consultation with the United Services Union, and peak LGBTI groups and such as ACON, Gender Centre, and Inner-City Legal Centre.

Division called by Councillors Strong and Douglas

For: Councillors Strong, Bredehoeft and Douglas

Against: Councillors McDougall, Curry, Bezic, Boutelet, Saravinovski, Nagi, Awada, Barlow and Poulos

The Motion was declared lost.

Foreshadowed Motion moved by Councillors Barlow and Awada

That Council consults with relevant staff unions regarding negotiations and award agreements in relation to gender affirmation leave, reproductive health care leave, cultural Leave for Aboriginal and Torres Strait Islanders leave policy for the Bayside

Council workforce.

The Foreshadowed Motion became the Motion and was carried  
RESOLUTION

Minute No. 2025/259

Resolved on the motion of Councillors Barlow and Awada

That Council consults with relevant staff unions regarding negotiations and award agreements in relation to gender affirmation leave, reproductive health care leave, cultural Leave for Aboriginal and Torres Strait Islanders leave policy for the Bayside Council workforce.

The Motion was declared carried

### **13.12 Notice of Motion - Scarborough Central, Kogarah - request for State and Federal Funding Contribution**

**Note:** Councillor Douglas had previously declared a Less than Significant Non-Pecuniary Interest.

**Note:** This item was considered after Public Forum.

The following people spoke at the meeting:

- Mr Daniel Provino, Interested Citizen/Resident, speaking for the motion.
- Mr Raff Dardano, Applicant, speaking for the motion.
- Mrs Alexandra Flemming, Applicant, speaking for the motion (via Audio-Visual Link).

RESOLUTION

Minute No. 2025/239

Resolved on the motion of Councillors Nagi and Awada

- 1 That Council notes that the Scarborough Park Masterplan has been endorsed by Committee and will be resolved by Council at this meeting, reaffirming the importance of the soccer, rugby league, cricket and oz tag games played on the central fields at Scarborough Park.
- 2 That Council notes that the tenders for lighting at AS Tanner Reserve and Scarborough East have recently been awarded and that the tender for the lighting upgrade at Scarborough Central is due to come to Council before the end of this year.
- 3 That Council notes that based on recent tenders there could potentially be a shortfall in the funding currently allocated for Scarborough Central and resolves

to request financial support from the State and Federal Governments to contribute to the cost of this significant project.

- 4 That Council writes to our State and Federal Members seeking their financial support for the Scarborough Central lighting project.

## **14 Questions With Notice**

### **14.1 Question with Notice - Net Zero Council Operations Strategy**

Councillor Douglas asked the following questions:

- 1 Could we please be provided an update on the progress of this Net Zero Council Operations Strategy?
- 2 Councils are urged to set targets for net zero emissions. What is the update on this setting a net zero target and pathway for achieving it for Bayside Council? .

### **14.2 Question With Notice - Bayside Environmental and Resilience Strategy**

Councillor Douglas asked the following question

Could we please be updated on the Action Plan being developed for the Bayside Environment and Resilience Strategy?

## **15 Conclusion of Meeting**

The Mayor closed the meeting at 9:45pm.

Councillor Edward McDougall  
**Mayor**

Meredith Wallace  
**General Manager**

## **Attachments**

Nil

## **8 MAYORAL MINUTES**

### **Council Meeting**

**22/10/2025**

Item No	8.1
Subject	<b>Mayoral Minute - M6 Stage 1 Shared Pedestrian Cyclist Pathway</b>
File	F24/38

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### **Motion**

To provide Council an update on the M6 Stage 1 Shared Pedestrian and Cyclist Pathway.

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### **Mayoral Minute**

This Mayoral Minute is to provide an update on the M6 Stage 1 Pedestrian and cyclist pathway constructed by Transport for New South Wales.

This project is nearing completion and will soon be handed over to Council and open for the community to enjoy.

This new active transport corridor will for the first time provide a continuous, off-road connection through the Rockdale Wetlands open space corridor from Barton Park to A.S. Tanner Reserve. The network of shared paths, separated cycleways, boardwalks and bridges will provide a safer, quieter, and more picturesque north – south link for pedestrians and cyclists.

The shared pathway connects a range of sporting and recreation areas catering to the needs of both recreational and commuter cyclists. Stretching five kilometres, the shared pedestrian and cyclist pathway starts at the existing cycleway at Muddy Creek, next to Bestic Street, Brighton Le Sands, and continues south to Kogarah through Rockdale Bicentennial Park and Scarborough Park, ending in Chuter Avenue, Monterey. The route includes new bridges at Scarborough Park South, President Avenue, Bicentennial Park and Muddy Creek.

But I want to point out that this is just the start of an ongoing project that will link our open green spaces.

Barton Park and the future implementation of the Riverine Park Masterplan will see Council extend the M6 active transport corridor through the northern end.

Meanwhile, the Kamay Greenway project to the south will ultimately provide a connection from A.S. Tanner Reserve through to Sans Souci.

Council is preparing a plan for the opening of the M6 Stage 1 Pedestrian and cyclist pathway with Transport for New South Wales. But I am hoping I will soon be able to invite Councillors to join me for a walk though to preview this impressive new community asset before it opens.

### **Attachments**

Nil

**9 ITEMS BY EXCEPTION**

These are items that have been identified to be confirmed in bulk in accordance with the Officer Recommendation and without debate. These items will not include items identified in the Public Forum, items in which councillors have declared a Significant Conflict of Interest and a Pecuniary Interest, items requiring a Division and any other item that a Councillor has identified as one they intend to speak on or vote against the recommendation.

**10 PUBLIC FORUM**

Members of the public, who have applied to speak at the meeting, will be invited to address the meeting.

Any item the subject of the Public Forum will be brought forward and considered after the conclusion of the speakers for that item.

## 11 REPORTS TO COUNCIL

### Council Meeting

22/10/2025

Item No	11.1
Subject	<b>Draft Code of Meeting Practice (2025)</b>
Report by	Richard Sheridan, Director City Performance
File	SF23/5085

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### Summary

The purpose of this report is twofold:

- Firstly, to present the results of the public exhibition of the Draft Code of Meeting Practice, and
- Secondly to present the new draft Code of Meeting Practice (the new Code) 2025 as issued by the OLG on 29 August 2025 for consideration by Council.

Councils in NSW are required to adopt a Code of Meeting Practice within 12 months of the Local Government Elections. To meet this legislative requirement, a report was prepared and considered at the City Performance Committee in June 2025, resulting in the public exhibition of the Draft Code of Meeting Practice being placed on public exhibition between 10 July to 21 August 2025.

A report was to be prepared to report to Council in September 2025 on the community feedback received however in light of the release of a new Model Code of Meeting Practice by the OLG in late August 2025, a decision was made to combine the two reports given Council is now required to reconsider the Code of Meeting Practice 2025 based on the model released by the OLG.

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### Officer Recommendation

- 1 That Council notes the previous public exhibition of the Draft Code of Meeting Practice, feedback received and notes no further action on the Draft Code exhibited in July and August 2025 given the release of the new Model Code of Meeting Practice by the Office of Local Government.
- 2 That Council endorses the Draft Code of Meeting Practice 2025 (Attachment 2) which includes both mandatory, non-mandatory and Bayside specific provisions, consistent with the Office of Local Government's Model Code of Meeting Practice (2025), for public exhibition for a period of 28 days (open for public consultation/feedback for 42 days).
- 3 That Council authorises the General Manager to approve any minor editorial changes prior to public exhibition.



- 4 That Council notes that a further report will be presented to Council following the public exhibition period of the Draft Code of Meeting Practice (2025), detailing submissions received, and amendments made, and recommending adoption of the Code.

## Background

Councils are required to review their Code within 12 months of each new Council.

The purpose of this report is to provide Council with an update of the results of the recently completed public exhibition of the Draft Code of Meeting Practice and further to present the new draft Code of Meeting Practice (the new Code) 2025 as issued by the OLG on 29 August 2025.

## Draft Code (as exhibited)

Councils in NSW are required to adopt a Code of Meeting Practice within 12 months of the Local Government Elections. To meet this legislative/ statutory requirement and based on the advice at the time by the OLG, a report was prepared and considered at the City Performance Committee in June 2025, resulting in the public exhibition of the Draft Code of Meeting Practice. A link to the [Agenda of City Performance Committee - Wednesday, 11 June 2025](#) is provided for reference.

Public Exhibition took place between the 10 July to 21 August 2025 resulting in the following engagement activities/outcomes:

- **5 people responded to the consultation**
- **41 [Have Your Say Project page](#) views**
- **2 Social Media posts** (i.e. Facebook and LinkedIn) – reach 2,871
- **E-News**
- **1 edition of Talking Bayside** (25 July 2025, 19 clicks and reach 47,372)
- **51 document downloads**

A report on the community feedback was to be prepared for Council in September, however considering the release of a new Model Code of Meeting Practice by the OLG in late August 2025, Council is now required to reconsider this matter.

**Attachment 1** presents the community feedback received during the public exhibition.

It is recommended that Council notes the exhibition of the Draft Code and feedback received, but that the current adopted Code of Meeting Practice dated 22 November 2023 remains in place, pending the outcome of the consultation on the OLG's Model Code of Meeting Practice.

## Draft Model Code of Meeting Practice (2025)

OLG on 29 August 2025 released a new Model Code of Meeting Practice. The new 2025 Model Meeting Code has been published in the Government Gazette and is expected to be prescribed under the Local Government (General) Regulation 2021 (the Regulation) shortly.

A key focus of the changes made to the 2025 Model Meeting Code is 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.

Given the release of the new Model Code of Meeting Practice:

- ♦ Councils must adopt a Code of Meeting Practice that incorporates the mandatory provisions of the 2025 Model Meeting Code no later than 31 December 2025.
- ♦ From 1 January 2026, any provision of the Council's Code of Meeting Practice that is inconsistent with a mandatory provision of the 2025 Model Meeting Code will be automatically overridden by the relevant mandatory provision of the 2025 Model Meeting Code.
- ♦ Under section 361 of the Local Government Act 1993 (the Act), Councils must first exhibit a draft of the Code of Meeting Practice for at least 28 days and provide members of the community with at least 42 days in which to comment on the draft code.
- ♦ Council will therefore need to re-exhibit the Draft Code of Meeting Practice.

Council staff have now reviewed the new Model Code of Meeting Practice for Local Councils in NSW regarding Council's current Mode of Meeting Practice.

In doing so, it is noted that Council adopt all mandatory provisions which are compulsory, include some of the non-mandatory provisions, together with several supplementary Bayside specific provisions that are contained in the current Code of Meeting Practice.

It is important to note that there is nothing to prevent Councils from including supplementary provisions in their adopted Code of Meeting Practice to meet their needs, provided the supplementary provisions are consistent with the mandatory provisions of the 2025 Model Meeting Code.

Given the number and nature of changes to the Code of Meeting Practice, it is important the Office of Local Government offer appropriate training and development opportunities to Council officials in implementing the new provisions of the Model Code.

To assist readers in understanding the distinction between these types of provisions this Draft Code of Meeting Practice is colour coded as follows:

- **Black font** denotes mandatory provisions which must be included in the Draft Code.
- **Red font** denotes non-mandatory provisions covering areas of meeting practice that are common to most councils but where there may be a need for some variation in practice between councils based on local circumstances. The non-mandatory provisions also operate to set a benchmark based on what OLG sees as best practice for the relevant area of practice.
- **Teal font** denotes additional supplementary provisions added by Bayside Council.
- **Blue font** not relevant (strikethrough) – These provisions are specific to meetings of the Boards of Joint Organisations and County Council's.

**Yellow highlighting** indicates additional clauses from the previous Model Code of Conduct issued by the OLG. Provided for information by the Mayor, Councillors and members of the public.

An explanatory page has been added to page 2 of the Draft Model Code for ease of reference. A Councillor Training Session was also held on Wednesday 8 October 2025.

## Mandatory Provisions

The following is a summary of the major changes, noting they are all 'mandatory provisions' and therefore are unable to be altered (mandatory provisions are identified as black font).

Area and clause	Discussion
<b>Prohibition on pre-meeting briefing sessions</b>  <b>Clauses 3.31 to 3.32</b>	<p>The 2025 Model Meeting Code prohibits briefing sessions being held to brief Councillors on business listed on the agenda for meetings of the Council or Committees of the Council.</p> <p>The prohibition on briefing sessions does not prevent a Councillor from requesting information from the General Manager about a matter to be considered at a meeting, provided the information is also available to the public. The information must be provided in a way that does not involve any discussion of the information.</p> <p>To promote transparency a common practice at Bayside Council for several years has been to utilise the committee meeting process to brief Councillors on matters rather than utilising Councillor Information Sessions. Bayside Council ensures the community can observe local democratic processes having ceased 'closed to the public' briefing sessions, known as Councillor Information Sessions.</p>
<b>Public forums</b>  <b>Clauses 4.1 to 4.3</b>	<p>The public forum provisions are now mandatory but leave it to councils to determine whether to hold public forums before council and Committee meetings.</p> <p>Councils are also free to determine the rules under which public forums are to be conducted and when they are to be held. OLG will be issuing model best practice public forum rules that councils can use if they choose to.</p> <p>Public forums must be livestreamed.</p> <p>It is recommended that Council:</p> <ul style="list-style-type: none"> <li>conduct Public Forums on the same evening as Council Meetings, prior to the commencement of the council meetings and commence at 6.30*pm and conclude at 7.00pm.</li> <li>conduct Public Forums on the same evening as Committee Meeting, prior to the commencement of the Committee meetings and commence at 6.30pm and conclude at 7.00*pm.</li> </ul> <p><small>* Subject to consultation feedback</small></p>
<b>New rules of etiquette at meetings</b>	<p>Councils may determine standards of dress for Councillors when attending meetings. We propose '<b>smart casual</b>' as the dress code for Bayside Council.</p>

Area and clause	Discussion
<p><b>Clause 5.2</b></p> <p><b>Councillors' attendance at meetings by audio-visual link</b></p> <p><b>Clauses 5.19 to 5.31</b></p>	<p>The provisions governing attendance by Councillors at meetings by audio-visual link have been made mandatory and the option to attend meetings by audio-visual link has been restricted to where Councillors are prevented from attending a meeting in person because of ill-health or other medical reasons or because of unforeseen caring responsibilities.</p> <p>Councillors will now be able to attend 'Confidential Sessions' of Council/Committee via audio-visual link (if attendance via Audio-Visual Link has been approved).</p>
<p><b>Livestreaming of meetings</b></p> <p><b>Clause 5.39</b></p>	<p>The recording of a meeting is to be made publicly available on the council's website for at least 12 months after the meeting or for the balance of the council's term, whichever is the longer period.</p>
<p><b>Attendance of the General Manager and other staff at meetings</b></p> <p><b>Clause 5.45</b></p>	<p>The attendance of other council staff at a meeting, (other than as members of the public) shall be determined by the General Manager in consultation with the Mayor.</p>
<p><b>Modes of Address</b></p> <p><b>Clause 7.1</b></p>	<p>Where physically able to, Councillors and staff should stand when the Mayor enters the chamber and when addressing the meeting.</p>
<p><b>Mayoral Minutes</b></p> <p><b>Clauses 9.7 to 9.9</b></p>	<p>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.</p>
<p><b>Voting on planning decisions</b></p> <p><b>Clauses 11.12 to 11.13</b></p>	<p>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. 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.</p>
<p><b>Making information considered at closed meetings public</b></p> <p><b>Clauses 14.19 to 14.20</b></p>	<p>Consistent with ICAC's recommendation, the General Manager must publish business papers for items of business considered during meetings that have been closed to public on the council's website as soon as practicable after the information contained in the business papers ceases to be confidential.</p> <p>Before publishing this information, the General Manager must consult with the council and any other affected persons and provide reasons for why the information has ceased to be confidential.</p>
<p><b>Acts of disorder</b></p> <p><b>Clauses 15.10 to 15.13</b></p>	<p>Councils will be required to determine on the adoption of the new code and at the commencement of each council term, whether to authorise the person presiding at a meeting to exercise a power of expulsion.</p>

Area and clause	Discussion
	<p>The definition of acts of disorder by Councillors have changed. The following constitute acts of disorder under the Regulation and the 2025 Model Meeting Code:</p> <ul style="list-style-type: none"> <li>• contravening the Act, the Regulation, or the council's Code of Meeting Practice,</li> <li>• assaulting, or threatening to assault, another Councillor or person present at the meeting,</li> <li>• moving or attempting to move a motion or an amendment that has an unlawful purpose, or deals with a matter that is outside the jurisdiction of the council or Committee or addressing or attempting to address the council or Committee on or such a motion, amendment or matter,</li> <li>• using offensive or disorderly words,</li> <li>• making gestures or otherwise behaving in a way that is sexist, racist, homophobic or otherwise discriminatory, or if the behaviour occurred in the Legislative Assembly, would be considered disorderly,</li> <li>• imputing improper motives, or unfavourably personally reflecting, on another council official or a person present at the meeting, or</li> <li>• saying or doing anything that would promote disorder at the meeting or is otherwise inconsistent with maintaining order at the meeting.</li> </ul> <p>Where a Councillor fails to remedy an act of disorder at the meeting at which it occurs, they can be required to do so at each subsequent meeting until they remedy the act of disorder. On each occasion the Councillor fails to comply with a direction by the chairperson to remedy an act of disorder, they can be expelled from the meeting and each subsequent meeting until they comply.</p> <p>Members of the public can be expelled from meetings for engaging in disorderly conduct. Disorderly conduct includes:</p> <ul style="list-style-type: none"> <li>• speaking at meetings without being invited to,</li> <li>• bringing flags, signs or protest symbols to meetings,</li> <li>• disrupting meetings,</li> <li>• making unauthorised recordings of meetings.</li> </ul> <p>The 2025 Model Meeting Code notes that failure by a Councillor or members of the public to leave a meeting when expelled is an offence under section 660 of the Act. Section 660 provides that a person who wilfully obstructs a council, Councillor, employee of a council or a duly authorised person in the exercise of any function under the Act, or Regulation is guilty of an offence. An offence under section 660 carries a maximum fine of \$2,100.</p>
<b>Closure of Committee meetings to the public</b>	<p>The General Manager must cause business papers for items of business 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</p>

Area and clause	Discussion
<b>Clauses 20.21 to 20.22</b>	business papers ceases to be confidential.  The General Manager must consult with the Committee and any other affected persons before publishing information on the council's website under clause 20.21 and provide reasons for why the information has ceased to be confidential.

## Supplementary Provisions

The following is a summary of the '**supplementary provisions**' which are non-mandatory provisions that either add value or context to the new Model Code (supplementary provisions are identified as **red font** and **teal font** for Bayside specific provisions in **Attachment 1**):

- The inclusion of 'Respectful' to the Meeting Principles section of the Code (this is in the current Code). *Clause 2.1.*
- The inclusion of timeframes for the submission of 'Notice of Motions' for these to be submitted by 5.00pm 14 days' prior to the Ordinary Council meeting is to be held (which includes a Saturday, Sunday and/or Public Holiday); limiting the number of Notices of Motion to be considered at an Ordinary Council Meeting to fifteen (15) in total and reference to the General Manager being able to prepare reports and/or deferral of Notices of Motion. *Clauses 3.10 to 3.11A, 3.11B & 3.11C.*
- The inclusion of a limit to the number of 'Questions with Notice' submitted per Councillor to two (2). *Clause 3.12.*
- The inclusion of guidance around the consideration of Supplementary agenda as required. *Clause 3.20.*
- The inclusion of a statement of ethical obligations (current code provision). *Clause 3.33.*
- The rules under which public forums are to be conducted and when they are to be held are proposed. Current practice is that all registered speakers via the Public Forum, make their presentations to Council and then Council deliberates on each item in the order in which they appear in the business paper before proceeding to other items. The cut off time for Public Forum is 5:00 pm on the day before the meeting. *Clause 4.4 to 4.23.*
- The inclusion of reference to 'written submissions' to enable members of the public to make a written submissions to any item of business other than:
  - (a) Council Minutes
  - (b) Minutes of the four standing Committees unless the item is subject to a supplementary report
  - (c) Responses to Questions with Notice
  - (d) Confidential items.*Clause 4.24 to 4.28.*
- The recording of a meeting is to be made publicly available on the council's website at the same time as the meeting is taking place or as soon as practicable after the

meeting, if technical difficulties are being experienced during the meeting.

*Clause 5.38.*

- Councillors and Council Officers are required to stand and use their microphone when speaking during a Council Meeting. *Clause 7.1.*
- The minor amendments to the 'order of business for Council meetings are proposed based on current practice'. *Clauses 8.1 to 8.3.*
- Where a motion is moved and seconded, the chairperson shall enquire before the speech in support of the motion whether there is any dissent, if there is no dissent the motion shall then be put without discussion. When dissent is expressed, the speakers shall be in a series of for and against. *Clause 10.5.*
- The inclusion of how Foreshadowed Motions is to be managed (this is in the current Code). *Clauses 10.17 to 10.19.*
- The inclusion of 'dealing with items by exception'. *Clauses 13.1 to 13.7.*
- The grounds on which a meeting is closed to the public must be specified in the decision to close the meeting and recorded in the minutes of the meeting. (this is in the current Code). *Clauses 14.1 to 14.2.*
- A point of order cannot be made with respect to adherence to the principles contained in the Meeting Principles. *Clause 15.1.*
- The inclusion of 'expulsion from meetings'. *Clause 15.15.*
- The inclusion of reference to 'rescinding and altering motions'. *Clauses 17.12 to 17.14.*
- The inclusion of 'recommitting resolutions to correct an error'. *Clauses 17.15 to 17.20.*
- The inclusion of 'time limits on Council meetings'. *Clause 18.1 and Clauses 18.2 to 18.4.*
- The inclusion of reference to the use of a 'Unconfirmed' watermark for the purpose of minutes yet to be confirmed has been included to clarify the use of the word 'Unconfirmed'. *Clause 19.3 and Clause 20.26.*
- The inclusion of references to task groups, working parties and advisory Committee. *Clauses 22.1 to 22.11.*
- The inclusion of 'Petitions' noting that it is a common practice is acceptance and tabling of Petitions to Council. Councillors may be approached from time to time to table these at the relevant Council meeting. Reference to Petitions is not explicitly incorporated into the current Code of Meeting Practice and rather via a Petitions Policy. *Clauses 23.1 & 23.2.*
- The inclusion of foreshadowed amendments and motions in the definitions section of the Code. *Clause 24.*



- The inclusion of 'Code Implementation' section. [Clause 25.1.](#)
- The inclusion of 'Document Control' section. [Clauses 26.1 to 26.2.](#)

## Other

Minor amendments to Code implementation and document control have also occurred administratively to refine the Code of Meeting Practice.

**Attachment 2** presents the new Draft Code of Meeting Practice 2025.

**Attachment 3** presents the Circular from the OLG (including Frequently Asked Questions).

**Attachment 4** presents the Model Code of Meeting Practice prepared by the OLG.

## Next Steps

Subject to consideration by Council, it is recommended that Council adopts all the mandatory, non-mandatory and supplementary Bayside provisions set out in the new Model Code of Meeting Practice and endorses the Draft Code of Meeting Practice 2025 for the purpose of community consultation, noting that a further report will be received by Council following the public exhibition period.

---

## Financial Implications

Not applicable	<input checked="" type="checkbox"/>
Included in existing approved budget	<input type="checkbox"/>
Additional funds required	<input type="checkbox"/>

---

## Community Strategic Plan

Theme One – In 2035 Bayside will be a vibrant and liveable place	<input type="checkbox"/>
Theme Two – In 2035 our Bayside community will be connected and feel that they belong	<input type="checkbox"/>
Theme Three – In 2035 Bayside will be green, resilient and sustainable	<input type="checkbox"/>
Theme Four – In 2035 Bayside will be financially sustainable and support a dynamic local economy	<input checked="" type="checkbox"/>

---

## Risk Management – Risk Level Rating

No risk	<input type="checkbox"/>
Low risk	<input type="checkbox"/>
Medium risk	<input checked="" type="checkbox"/>
High risk	<input type="checkbox"/>
Very High risk	<input type="checkbox"/>
Extreme risk	<input type="checkbox"/>



## Community Engagement

Internal consultation has occurred between the General Manager, Executive Committee, Director City Performance and Manager Governance & Risk in the preparation of this report.

It is proposed that the Draft Code of Meeting Practice be placed on public exhibition for a period of 42 days and that a further report be prepared post exhibition for consideration by Council (i.e. 24 October 2025 to 5 December 2025).

The consultation is designed to ascertain the community's views on the Draft Code of Meeting Practice 2025. Any comments received will be reviewed and evaluated to determine whether to incorporate any amendments or additional supplementary provisions.

---

## Attachments

- 1 [↓](#) Draft Code of Meeting Practice Outcomes Report - July to August 2025
- 2 [↓](#) Draft Bayside Council Code of Meeting Practice 2025
- 3 [↓](#) 25-20 Circular from OLG including FAQs
- 4 [↓](#) Model Code of Meeting Practice 2025



# **Code of Meeting Practice**

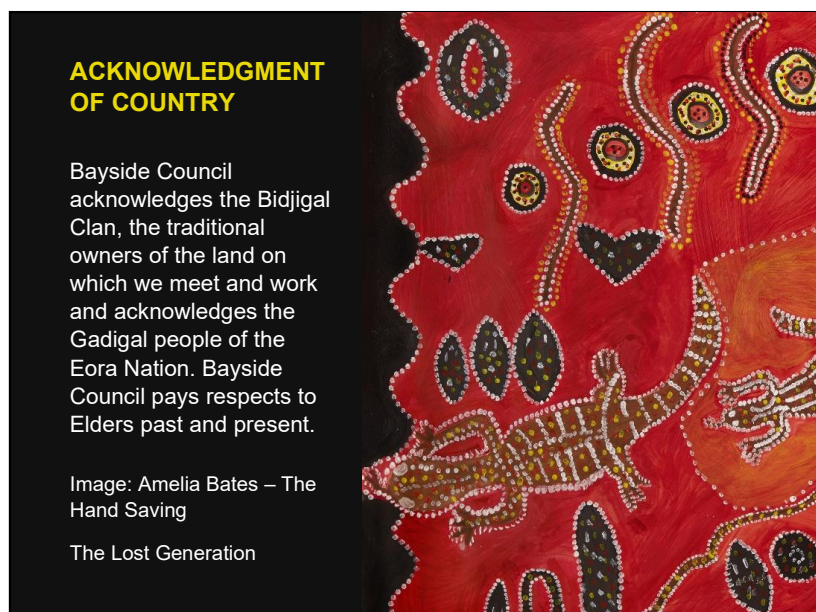
## **Community Engagement Outcomes Report**



Communications and Engagement Team

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## 1. Project Background

Councils must have the Code based on the legislated Model Code of Meeting Practice (Model Code) and review the code within 12 months of the Ordinary Council election.

The Code incorporates all of the mandatory provisions, most of the non-mandatory (with or without modification) of the Model Code, and some additional provisions/changes consistent with the Model Code.

## 2. Community Engagement Purpose and Scope

Council facilitated a community engagement at the level of 'Consult' on the International Association of Public Participation (IAP2) Spectrum.

Public feedback was obtained to analyse and evaluate. While maintaining a promise to keep the community informed, to listen and acknowledge concerns and aspirations, and provide feedback on how their input influenced the outcome. - (IAP2)

A Communication and Engagement Plan was formulated to collect community feedback on the proposed strategy. A "Have Your Say" page was established to outline the proposal, exert below:

"Our journey begins with establishing a guiding vision, Our vision has four essential pillars, ensuring a comprehensive approach to fostering resilience.

Together, we can build a future that withstands any challenge and nurtures the well-being of the community and our local government area."

The engagement period, from 10 July to 21 August 2025, involved gathering input from the community to ascertain their priorities concerning the key areas on shocks and stresses and to assess their support for the draft strategy.

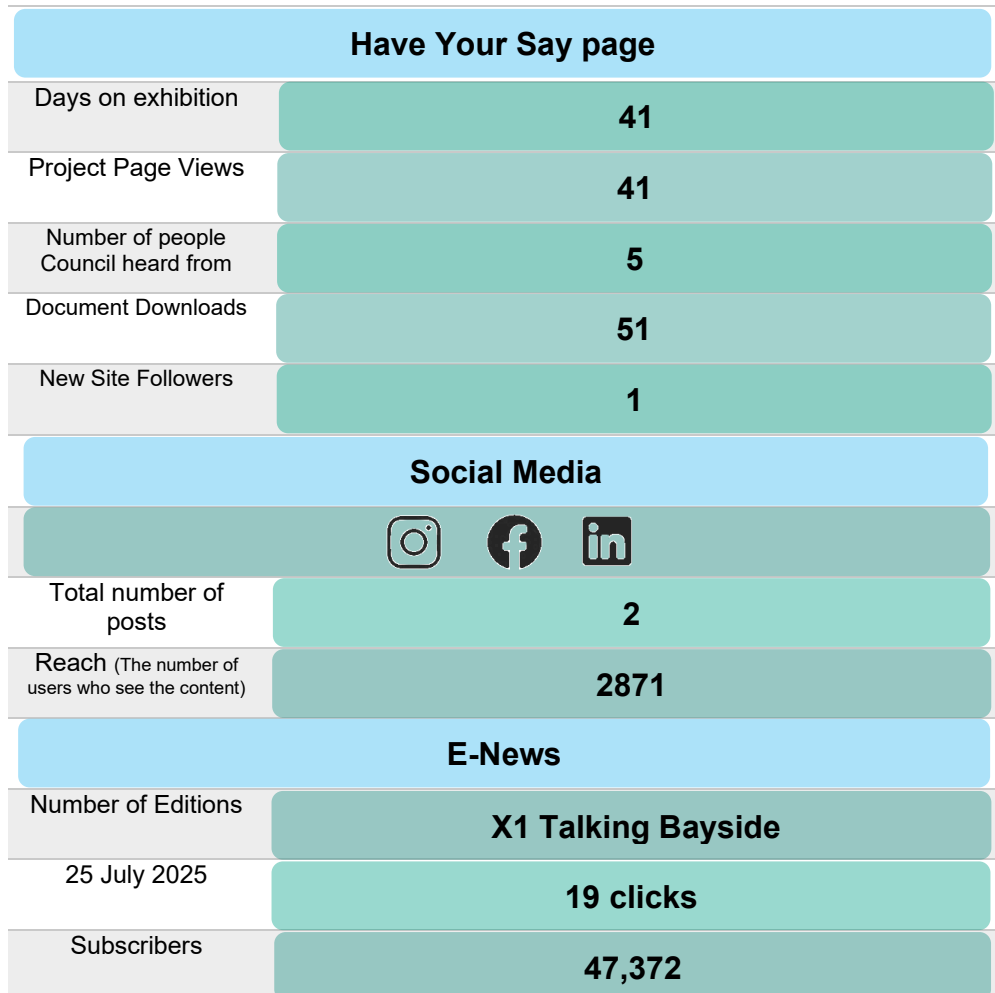
## 3. Engagement and Communication Methods

The table below outlines the methods used to advertise and gather feedback on the Code of Meeting Practice from the Bayside community.

Engagement Methodology	Communication Channels
Online 'Have Your Say' project page	Council website information page
	Bayside Council e-News 'Talking Bayside'
Feedback Form/survey (Have Your Say)	Social media (Instagram and Facebook)



#### 4. Dashboard Demographics



## 5. Have Your Say Engagement Outcomes

A dedicated Have Your Say project page was created to share project information and featured an online survey, allowing the community to provide feedback from 10 July to 21 August 2025.

This project page was viewed 230 times. Below are the Have Your Say survey tools and results.

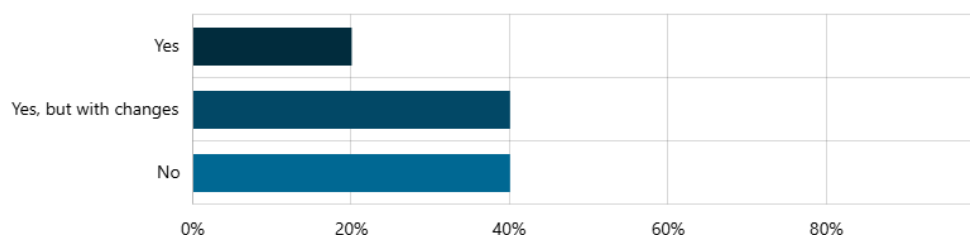
### Feedback Form – Survey Results

This feedback form sought to gauge community support, identify potential concerns, and gather suggestions for improvement.

Below are the Have Your Say feedback form results.

#### Q. Do you support the draft Code of Meeting Practice? (5 answered)

An open text box for further explanation appeared for respondents who selected **"Yes, but with changes"** or **"No"**. A summary of these responses follows the statistics below.



#### Summary of Community Feedback:

Yes	20.00%	1
Yes, but with changes	40.00%	2
No	40.00%	2

#### Q. Please outline your suggested changes. (2 answered)

The raw answers for **"Yes, but with changes"** responses are below.

- I disagree on the limits in numbers for both motions to council and questions on notice. Councillors are elected to ask questions of our council on behalf of ratepayers. Having many motions or QoN simply means there is work to be done or questions to be answered that need to be resolved.



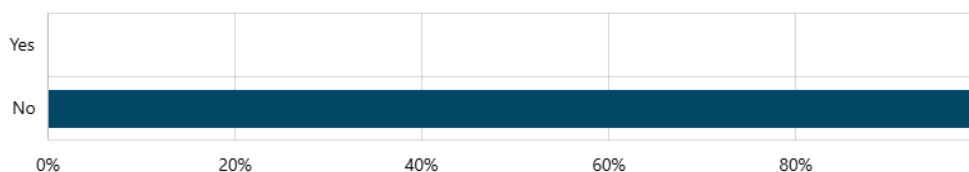
- I don't agree with the proposed limits to councillor notices of motion. I don't agree with the limit to Questions on Notice. There is also a reference to the four committee meetings but the list does not include the Walking and Cycling committee. Wasn't that set up?

**Q. Please tell us why you do not support the Code. (2 answered)**

The raw answers for “No” responses are below.

- Councillors should not be limited in how many motions they submit
- For a functioning democracy, I don't think councillor should be limited to two Questions on Notice and one motion. Councillors represent the voices of our community - and to do that, it's impossible with one motion of two questions on notice.

**Q. Have you made a political donation in the last 2 years? (4 answered)**



Summary of Community Feedback:

Yes	0%	0
No	100.00%	4

**Q. Do you have any other feedback? (1 answered)**

The raw answer to this open text box is below.

- I have noticed that motions or QoN are often a repeat of others asked previously, often years earlier. This repeat indicates to me that the issue was not resolved satisfactorily (or at all) in the first place. Limiting questions and motions seems to be a way of quietening those councillors who question why things haven't been done.



Community feedback will be reviewed and evaluated by the project team and community input will help inform the final outcome of the report to Council meeting.

## 7. Appendix A – Engagement and Communications Collateral

## Snapshot of Have Your Say - Project Page

# Code of Meeting Practice - Public Exhibition

Bayside Council has reviewed and updated its Code of Meeting Practice. Tell us your thoughts here.

[+ Follow](#)

[Home](#) / [Code of Meeting Practice - Public Exhibition](#)

ENGAGEMENT CLOSED

Closed

Bayside Council has reviewed its Code of Meeting Practice (the Code) to identify areas for improvement and clarification, and we want to know what you think.

## Background

Councils must have the Code based on the legislated *Model Code of Meeting Practice (Model Code)* and review the Code within 12 months of the Ordinary Council election.

The Code incorporates all of the mandatory provisions, most of the non-mandatory (with or without modification) of the Model Code, and some additional provisions/changes consistent with the Model Code.



## Proposed Changes

We are proposing to make changes to the following sections of the Code:


- Limiting the number of **Notices of Motion** that Councillors may submit for consideration at any Council Meeting (i.e. clause 3.10)
- Limiting the number of **Questions with Notice** that Councillors may submit (i.e. clauses 3.14 to 3.16)
- Removing reference to **Councillor Information Sessions** (i.e. Clauses 3.33 to 3.38)
- Minor edits to the **Public Forum** (i.e. Clause 4.4)
- Inclusion of reference to **Written Submissions** (i.e. Clause 4.25)
- Minor edits to the **Exclusions** (i.e. Clauses 4.26 to 4.28)
- Minor edits to the **'Order of Business'** (i.e. Clause 8.2)
- Minor edits to the **'Notice of Committee Meetings'** (i.e. Clause 20.7)
- Inclusion of reference to **Petitions** (i.e. Clause 23.1 & 23.2).


[Click here](#) to view the Code with the proposed changes in red.

## More Ways to Share Your Feedback



### Accessibility and Translation - Need help accessing this page or require language support?


 [Click here](#) for assistance.



### Online - Use the feedback form or contact via the details at the bottom of this site.

#### Don't like surveys?

Upload your letter below, or post to PO Box 21 Rockdale NSW 2216

 [Choose file...](#)

Allowed file types:



## Feedback Form

Have Your Say

Begin Feedback Form

MB

☐ I agree to the [privacy statement](#) **Required**

By submitting this form, you agree to our privacy statement.

☐ I'm not a robot




Submit

**Lifecycle**


- Public Exhibition 10 July - 21 August 2025**  
Open for feedback
- Under review**  
Contributions to this consultation are closed for evaluation and review. The project team will review feedback, which will inform the final outcome.
- Final Outcome**  
Your feedback will inform the final Code of Meeting Practice presented to Council for adoption.

[See less](#)


### Supporting Documents


-  **Draft Code of Meeting Practice**  
PDF (488.07 KB)
-  **Report to City Performance Committee 11 June 2025**  
PDF (8.02 MB)
-  **Council Minutes 25 June 2025**  
PDF (543.50 KB)


## Talking Bayside – Outcomes


25 July 2025 	Feature article in 1 edition – 19 clicks
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
## Snapshots of Social Media Posts – Instagram, Facebook & LinkedIn


 Council has reviewed its Code of Meeting P...  
Photo · baysidensw  
Boost ... 875 15 0 Tue Aug 5, 11:00am --

 Council has reviewed its Code of Meeting P...  
Photo · Bayside Council  
Boost ... 498 0 0 Tue Aug 5, 11:00am --

 Bayside Council is updating its Code of Mee...  
Photo · baysidensw  
Boost ... 169 0 0 Mon Jul 28, 11:01am --

 Bayside Council is updating its Code of Mee...  
Photo · Bayside Council  
Boost ... 433 0 0 Mon Jul 28, 11:00am --

 Bayside Council is updating its Code of Mee...  
Photo · baysidensw  
Boost ... 254 0 0 Sat Jul 26, 3:45pm --

 Bayside Council is updating its Code of Mee...  
Photo · Bayside Council  
Boost ... 642 2 0 Sat Jul 26, 3:45pm --



## 8. Appendix B – Table of Qualitative Responses

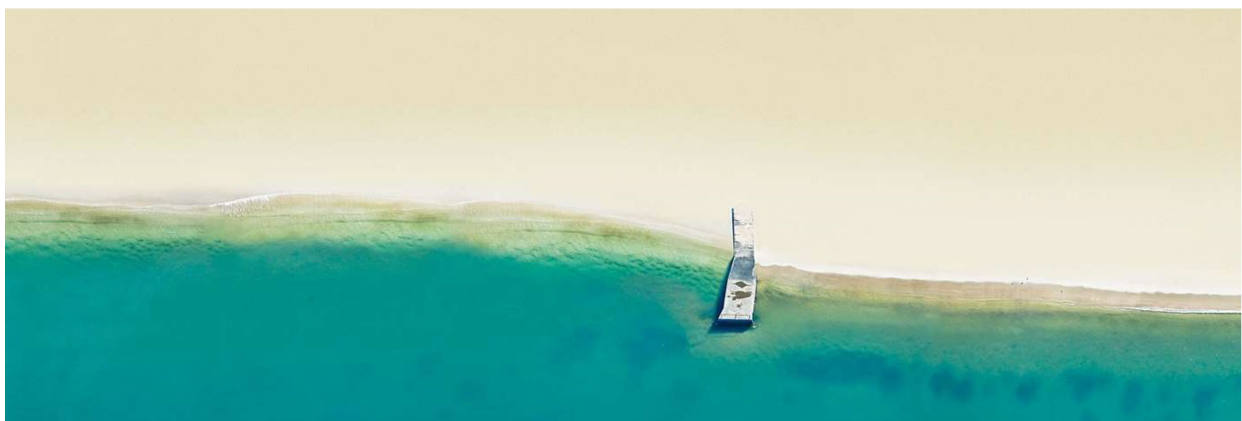
<b>HYS Survey Data</b>
<b>Q. Do you support the draft Code of Meeting Practice?</b>
<b>Q. “Yes, but with changes” - Please outline your suggested changes. (2 answered)</b>
I disagree on the limits in numbers for both motions to council and questions on notice. Councillors are elected to ask questions of our council on behalf of ratepayers. Having many motions or QoN simply means there is work to be done or questions to be answered that need to be resolved.
I don't agree with the proposed limits to councillor notices of motion. I don't agree with the limit to Questions on Notice. There is also a reference to the four committee meetings but the list does not include the Walking and Cycling committee. Wasn't that set up?
<b>Q. “No” Responses - Please tell us why you do not support the Code? (2 answered)</b>
Councilors should not be limited in how many motions they submit
For a functioning democracy, I don't think councillor should be limited to two Questions on Notice and one motion. Councillors represent the voices of our community - and to do that, it's impossible with one motion of two questions on notice.
<b>Q. Do you have any other feedback? (1 answered)</b>
I have noticed that motions or QoN are often a repeat of others asked previously, often years earlier. This repeat indicates to me that the issue was not resolved satisfactorily (or at all) in the first place. Limiting questions and motions seems to be a way of quietening those councillors who question why things haven't been done.
<b>Q. Postcode (5 answered)</b>
2216
2218
2216
2219
2216



**DRAFT**

# **Code of Meeting Practice (based on the Model Code of Meeting Practice for Local Councils in NSW 2025)**

**For Council Meeting  
22 October 2025**



**Public Exhibition Notice / Explanatory Notes:**

This Draft Code of Meeting Practice – Public Exhibition copy, is based on the Model Code of Meeting Practice for Local Councils in NSW (issued by the Office of Local Government 2025).

The Draft Code consists of **Mandatory provisions** which are compulsory, and **optional provisions** which Council has included.

To assist readers in understanding the distinction between these types of provisions this Draft Code of Meeting Practice is colour coded as follows:

- **Black font** denotes mandatory provisions which must be included in the Draft Code.
- **Red font** denotes non-mandatory provisions covering areas of meeting practice that are common to most councils but where there may be a need for some variation in practice between councils based on local circumstances. The non-mandatory provisions also operate to set a benchmark based on what OLG sees as best practice for the relevant area of practice.
- **Teal font** denotes additional supplementary provisions added by Bayside Council.
- **Blue font** not relevant (strikethrough) – These provisions are specific to meetings of the Boards of Joint Organisations and County Council's.

**Yellow highlighting** indicates additional clauses from the previous Model Code of Conduct issued by the OLG. Provided for information by the Mayor and Councillors.

© Bayside Council

Code of Meeting Practice  
File: TBC Document: TBC  
Policy Register: TBC Policy No.: TBC  
Class of document: Council Policy

Enquiries: Manager Governance & Risk



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DRAFT Code of Meeting Practice  
(based on Model Code of Meeting Practice for Local Councils in NSW 2025)

2

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DRAFT Code of Meeting Practice  
(based on Model Code of Meeting Practice for Local Councils in NSW 2025)

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## 1 INTRODUCTION

This Model Code of Meeting Practice for Local Councils in NSW (the Model Meeting Code) is prescribed under section 360 of the *Local Government Act 1993* (the Act) and the *Local Government (General) Regulation 2021* (the Regulation).

The Model Meeting Code applies to all meetings of councils and committees of councils of which all the members are councillors (committees of council). Council committees whose members include persons other than councillors may adopt their own rules for meetings unless the council determines otherwise.

Councils must adopt a code of meeting practice that incorporates the mandatory provisions of the Model Meeting Code.

A council's adopted code of meeting practice may also incorporate the non-mandatory provisions of the Model Meeting Code and other supplementary provisions. However, a code of meeting practice adopted by a council must not contain provisions that are inconsistent with the mandatory provisions of this Model Meeting Code.

The provisions of the Model Meeting Code that are not mandatory are indicated in **red font**. Other supplementary provisions are indicated in **Teal font** denotes additional supplementary provisions added by Bayside Council.

A council and a committee of the council of which all the members are councillors must conduct its meetings in accordance with the code of meeting practice adopted by the council.

~~The Model Meeting Code also applies to meetings of the boards of joint organisations and county councils. The provisions that are specific to meetings of boards of joint organisations are indicated in blue font.~~

~~In adopting the Model Meeting Code, joint organisations should adapt it to substitute the terms "board" for "council", "chairperson" for "mayor", "voting representative" for "councillor" and "executive officer" for "general manager".~~

~~In adopting the Model Meeting Code, county councils should adapt it to substitute the term "chairperson" for "mayor" and "member" for "councillor".~~

## 2 MEETING PRINCIPLES

2.1 Council and committee meetings should be:

*Transparent:* Decisions are made in a way that is open and accountable.

*Informed:* Decisions are made based on relevant, quality information.

*Inclusive:* Decisions respect the diverse needs and interests of the local community.

*Principled:* Decisions are informed by the principles prescribed under Chapter 3 of the Act.

*Trusted:* The community has confidence that councillors and staff act ethically and make decisions in the interests of the whole community.

*Respectful:* Councillors, staff and meeting attendees treat each other with respect.

*Effective:* Meetings are well organised, effectively run and skilfully chaired.

*Orderly:* Councillors, staff and meeting attendees behave in a way that contributes to the orderly conduct of the meeting.

**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 in the context of NSW local government, including in relation to council meetings. The Guidelines have been issued under section 23A of the Act meaning councils must consider them when exercising their functions at meetings.**

## 3 BEFORE THE MEETING

### Timing of ordinary council meetings

~~3.1 The council shall, by resolution, set the frequency, time, date and place of its ordinary meetings.~~

3.1 Ordinary meetings of the council will be held on the following occasions:

Fourth Wednesday of each month (except December and January) commencing at 7:00pm at the Rockdale Town Hall, Princes Highway Rockdale or as otherwise determined by the Council and indicated in the Notices of Meetings.

**Note: Under section 365 of the Act, councils are required to meet at least ten (10) times each year, each time in a different month unless the Minister for Local Government has approved a reduction in the number of times that a council is required to meet each year under section 365A.**

~~**Note: Under section 396 of the Act, county councils are required to meet at least four (4) times each year.**~~

~~**Note: Under section 400T of the Act, boards of joint organisations are required to meet at least four (4) times each year, each time in a different quarter of the year.**~~

~~**Note: Under clause 13 of Schedule 11 of the Act, councils that have been designated as a rural and remote council under the Regulation are required to meet at least four (4) times each year, each time in a different quarter of the year.**~~

#### Extraordinary meetings

- 3.2 If the mayor receives a request in writing, signed by at least two (2) councillors, the mayor must call an extraordinary meeting of the council to be held as soon as practicable, but in any event, no more than fourteen (14) days after receipt of the request. The mayor can be one of the two councillors requesting the meeting.

**Note: Clause 3.2 reflects section 366 of the Act.**

- 3.3 The mayor may call an extraordinary meeting without the need to obtain the signature of two (2) councillors.

#### Notice to the public of council meetings

- 3.4 The council must give notice to the public of the time, date and place of each of its meetings, including extraordinary meetings, and of each meeting of committees of the council.

**Note: Clause 3.4 reflects section 9(1) of the Act.**

- 3.5 For the purposes of clause 3.4, notice of a meeting of the council and of a committee of council must be published before the meeting takes place. The notice must be published on the council's website, and in such other manner that the council is satisfied is likely to bring notice of the meeting to the attention of as many people as possible.
- 3.6 For the purposes of clause 3.4, notice of more than one (1) meeting may be given in the same notice.



Notice to councillors of ordinary council meetings

- 3.7 The general manager must send to each councillor, at least three (3) days before each meeting of the council, a notice specifying the time, date and place at which the meeting is to be held, and the business proposed to be considered at the meeting.

**Note: Clause 3.7 reflects section 367(1) of the Act.**

- 3.8 The notice and the agenda for, and the business papers relating to, the meeting may be given to councillors in electronic form, unless the council determines otherwise, but only if all councillors have facilities to access the notice, agenda and business papers in that form.

**Note: Clause 3.8 reflects section 367(3) of the Act.**

Notice to councillors of extraordinary meetings

- 3.9 Notice of less than three (3) days may be given to councillors of an extraordinary meeting of the council in cases of emergency.

**Note: Clause 3.9 reflects section 367(2) of the Act.**

Giving notice of business to be considered at council meetings (i.e. Notices of Motion)

- 3.10 A councillor may give notice of any business they wish to be considered by the council at its next ordinary meeting by way of a notice of motion. To be included on the agenda of the meeting, the notice of motion must be in writing and must be submitted **by 5.00pm 14 days' notice prior to the meeting being held (which includes a Saturday, Sunday and/or Public Holiday).** ~~within such reasonable time before the meeting is to be held as determined by the council.~~ The maximum number of Notices of Motion considered per Ordinary Council Meeting be capped at fifteen (15) in total.

**Note:** Councillors are encouraged to submit no more than one (1) Notice of Motion per meeting but may submit more. Notices of Motion numbered 2 or greater per Councillor will only be included on the Agenda if less than a total of fifteen (15) Notices of Motion have been submitted by Councillors collectively, for consideration at any Ordinary Council Meeting.

- 3.11A A councillor may, in writing to the general manager, request the withdrawal of a notice of motion submitted by them prior to its inclusion in the agenda and business paper for the meeting at which it is to be considered.

- 3.11B If the general manager considers that a notice of motion submitted by a councillor for consideration at an ordinary meeting of the council has legal, strategic, financial or policy implications which should be taken into consideration by the meeting, the general manager may prepare a report in relation to the notice of motion for inclusion with the business papers for the meeting at which the notice of motion is to be considered by the council.

- 3.11C A notice of motion for the expenditure of funds on works and/or services other than those already provided for in the council's current adopted operational plan must identify the source of funding for the expenditure that is the subject of the notice of motion. If the notice of motion does not identify a funding source, the general manager must either:
- (i) prepare a report on the availability of funds for implementing the motion if adopted for inclusion in the business papers for the meeting at which the notice of motion is to be considered by the council, or
  - (ii) by written notice sent to all councillors with the business papers for the meeting for which the notice of motion has been submitted, defer consideration of the matter by the council to such a date specified in the notice, pending the preparation of such a report.

Questions with notice

- 3.12 A councillor may, by way of a notice submitted under clause 3.10, ask a question for response by the general manager about the performance or operations of the council. A limit of two (2) Questions with Notice may be submitted per Councillor, for consideration at a Council meeting.
- 3.13 A councillor is not permitted to ask a question with notice under clause 3.12 that would constitute an act of disorder.
- 3.14 The general manager or their nominee may respond to a question with notice submitted under clause 3.12 by way of a report included in the business papers for the relevant meeting of the council.

Agenda and business papers for ordinary meetings

- 3.15 The general manager must cause the agenda for a meeting of the council or a committee of the council to be prepared as soon as practicable before the meeting.
- 3.16 The general manager must ensure that the agenda for an ordinary meeting of the council states:
- (a) all matters to be dealt with arising out of the proceedings of previous meetings of the council, and
  - (b) if the mayor is the chairperson – any matter or topic that the chairperson proposes, at the time when the agenda is prepared, to put to the meeting, and
  - (c) all matters, including matters that are the subject of staff reports and reports of committees, to be considered at the meeting, and
  - (d) any business of which due notice has been given under clause 3.10.
- 3.17 Nothing in clause 3.16 limits the powers of the mayor to put a mayoral minute to a meeting without notice under clause 9.7.
- 3.18 The general manager must not include in the agenda for a meeting of the council any business of which due notice has been given if, in the opinion of the general manager, the business is, or the implementation of the business

would be, unlawful. The general manager must report, without giving details of the item of business, any such exclusion to the next meeting of the council.

- 3.19 Where the agenda includes the receipt of information or discussion of other matters that, in the opinion of the general manager, is likely to take place when the meeting is closed to the public, the general manager must ensure that the agenda of the meeting:
- (a) identifies the relevant item of business and indicates that it is of such a nature (without disclosing details of the information to be considered when the meeting is closed to the public), and
  - (b) states the grounds under section 10A(2) of the Act relevant to the item of business.

**Note: Clause 3.19 reflects section 9(2A)(a) of the Act.**

- 3.20 The general manager must ensure that the details of any item of business which, in the opinion of the general manager, is likely to be considered when the meeting is closed to the public, are included in a business paper provided to councillors for the meeting concerned. Such details must not be included in the business papers made available to the public and must not be disclosed by a councillor or by any other person to another person who is not authorised to have that information.

**Note:** Any matter considered urgent by the general manager which arises after the distribution of Business Papers, may be circulated to Councillors immediately prior to the meeting via a Supplementary agenda. In such circumstances if requested by one (1) or more Councillors, prior to discussion or determination of the matter, the Chairperson shall allow a period of time for Councillors to read the report.

Availability of the agenda and business papers to the public

- 3.21 Copies of the agenda and the associated business papers, such as correspondence and reports for meetings of the council and committees of council, are to be published on the council's website, and must be made available to the public for inspection, or for taking away by any person free of charge at the offices of the council, at the relevant meeting and at such other venues determined by the council.

**Note: Clause 3.21 reflects section 9(2) and (4) of the Act.**

- 3.22 Clause 3.21 does not apply to the business papers for items of business identified under clause 3.19 as being likely to be considered when the meeting is closed to the public.

**Note: Clause 3.22 reflects section 9(2A)(b) of the Act.**

- 3.23 For the purposes of clause 3.21, copies of agendas and business papers must be published on the council's website and made available to the public at a time that is as close as possible to the time they are available to councillors.

**Note: Clause 3.23 reflects section 9(3) of the Act.**

- 3.24 A copy of an agenda, or of an associated business paper made available under clause 3.21, may in addition be given or made available in electronic form unless the council determines otherwise.

**Note: Clause 3.24 reflects section 9(5) of the Act.**

Agenda and business papers for extraordinary meetings

- 3.25 The council must ensure that the agenda for an extraordinary meeting of the council deals only with the matters stated in the notice of the meeting.
- 3.26 Nothing in clause 3.25 limits the powers of the mayor to put a mayoral minute to an extraordinary meeting without notice under clause 9.7.
- 3.27 Despite clause 3.25, business may be considered at an extraordinary meeting of the council at which all councillors are present, even though due notice has not been given of the business, 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 meeting of the council. A resolution adopted under this clause must state the reasons for the urgency.
- 3.28 A motion moved under clause 3.27 can be moved without notice but only after the business notified in the agenda for the extraordinary meeting has been dealt with. Despite any other provision of this code, only the mover of a motion moved under clause 3.27, and the chairperson, if they are not the mover of the motion, can speak to the motion before it is put.
- 3.29 If all councillors are not present at the extraordinary meeting, the council may only deal with business at the meeting that councillors have not been given due notice of, where a resolution is adopted in accordance with clause 3.27 and the chairperson also rules that the business is urgent and requires a decision by the council before the next scheduled ordinary meeting.
- 3.30 A motion of dissent cannot be moved against a ruling of the chairperson under clause 3.29 on whether a matter is urgent.

Prohibition of pre-meeting briefing sessions

- 3.31 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.

**Note: The prohibition on the holding of briefing sessions under clause 3.31 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. Pre-meeting briefing sessions are inconsistent with the principles of transparency, accountability and public participation and have the potential to undermine confidence in the proper and lawful decision-making processes of the council.**

- 3.32 Nothing in clause 3.31 prevents a councillor from requesting information from the general manager 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.

Statement of ethical obligations

- 3.33 Business papers for all ordinary and extraordinary meetings of the council and committees of the council must contain a statement reminding councillors of their oath or affirmation of office made under section 233A of the Act and their obligations under the council's code of conduct to disclose and appropriately manage conflicts of interest.

**4 PUBLIC FORUMS**

- 4.1 The council may hold a public forum prior to meetings of the council and committees of the council for the purpose of hearing oral submissions from members of the public on items of business to be considered at the meeting. Public forums may also be held prior to meetings of other committees of the council.
- 4.2 The council may determine the rules under which public forums are to be conducted and when they are to be held.
- 4.3 The provisions of this code requiring the livestreaming of meetings also apply to public forums.
- 4.4 The Council will hold Public Forums immediately prior to each Ordinary Council Meeting and Committee to hear submissions from members of the public on items of business to be considered at the meeting.

Public forums may also be held as part of Extraordinary Council meetings and meetings of Committees of the Council. All registered speakers will be heard at during the public forum session in item order as it appears in the business paper.

A Committee Chair or Council Meeting Chair may permit a member of the public to address a Committee or Ordinary Council Meeting as part of that meeting if required, and the community member has not previously spoken at the public forum on the agenda item.

- 4.5 Public forums may be held by audio-visual link.
- 4.6 Public forums are to be chaired by the mayor or their nominee.
- 4.7 To speak at a public forum, a person must first make an application to the council in the approved form. Applications to speak at the public forum **must be received by 5:00 pm on the day before the meeting**, at which the public forum is to be held, and must identify the item of business on the agenda of the council meeting the person wishes to speak on, and whether they wish to speak 'for' or 'against' the item.

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- 4.8 A person may apply to speak on no more than **three** items of business on the agenda of the council meeting.
- 4.9 Legal representatives acting on behalf of others are not to be permitted to speak at a public forum unless they identify their status as a legal representative when applying to speak at the public forum.
- 4.10 The general manager or their delegate may refuse an application to speak at a public forum. The general manager or their delegate must give reasons in writing for a decision to refuse an application.
- 4.11 Each speaker will have a maximum of three (3) minutes to address Council on a public forum item. Time is to be strictly enforced by the chairperson with a warning bell after two (2) minutes (indicating they have one (1) minute remaining). The chairperson may grant an extension of up to two (2) minutes.
- 4.12 The public forum for each item will be allocated nine (9) minutes. Preference will be given to the arrangement where one person speaks for the motion, and one speaks against the motion. Groups are encouraged to nominate a representative to make the presentation to the Council on behalf of the group. Where more than three (3) speakers have registered to speak on the same item, the Chairperson will determine the equal allocation of time between speakers.
- 4.13 The general manager or their delegate is to determine the order of speakers at the public forum.
- 4.14 Speakers at public forums must not digress from the item on the agenda of the council meeting they have applied to address the council on. If a speaker digresses to irrelevant matters, the chairperson is to direct the speaker not to do so. If a speaker fails to observe a direction from the chairperson, the speaker will not be further heard.
- 4.15 A councillor (including the chairperson) may, through the chairperson, ask questions of a speaker following their address at a public forum. Questions put to a speaker must be direct, succinct and without argument.
- 4.16 Speakers are under no obligation to answer a question put under clause 4.15.
- 4.17 Speakers at public forums cannot ask questions of the council, councillors, or council staff.
- 4.18 The general manager or their nominee may, with the concurrence of the chairperson, address the council in response to an address to the council at a public forum after the address and any subsequent questions and answers have been finalised.
- 4.20 When addressing the council, speakers at public forums must comply with this code and all other relevant council codes, policies, and procedures. Speakers must refrain from engaging in disorderly conduct, publicly alleging breaches of the council's code of conduct or making other potentially defamatory statements.

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- 4.21 If the chairperson considers that a speaker at a public forum has engaged in conduct of the type referred to in clause 4.20, the chairperson may request the person to refrain from the inappropriate behaviour and to withdraw and unreservedly apologise for any inappropriate comments. Where the speaker fails to comply with the chairperson's request, the chairperson may immediately require the person to stop speaking.
- 4.22 Clause 4.21 does not limit the ability of the chairperson to deal with disorderly conduct by speakers at public forums in accordance with the provisions of Part 15 of this code.
- 4.23 Where a speaker engages in conduct of the type referred to in clause 4.20, the general manager or their delegate may refuse further applications from that person to speak at public forums for such a period as the general manager or their delegate considers appropriate.

#### Written Submissions

- 4.24 To make a written submission, a person must first make an application to the council in the approved form attaching the written submission. Written submissions **must be received by 5:00 pm on the day before the meeting** and must identify the item of business on the agenda of the council meeting the written submission relates to, and whether it is 'for' or 'against' the item.

#### Exclusions

- 4.26 Addresses will not be permitted on:
- (a) Council Minutes
  - (b) Minutes of the four standing committees (i.e. City Planning & Environment Committee, City Works & Assets Committee, City Services Committee and City Performance Committee) unless the item is subject to a supplementary report
  - (c) Responses to Questions with Notice
  - (d) Confidential items
- 4.27 Notwithstanding Clause 4.25, a member of the public may make written submissions ~~by 12 noon on the working day before the date of the meeting~~ **and must be received by 5:00 pm on the day before the meeting** on any item of business other than Clause 4.26 (a), (c) and (d).
- 4.28 Applications to speak will not be accepted from nominated or publicly announced candidates for federal, state, or local government elections.

## **5 COMING TOGETHER**

#### Attendance by councillors at meetings

- 5.1 All councillors must make reasonable efforts to attend meetings of the council and of committees of the council of which they are members.

**Note: A councillor may not attend a meeting as a councillor (other than the first meeting of the council after the councillor is elected or a meeting at which the councillor takes an oath or makes an affirmation of office) until they have taken an oath or made an affirmation of office in the form prescribed under section 233A of the Act.**

**5.2** The council may determine standards of dress for councillors when attending meetings is smart casual.

5.3 A councillor cannot participate in a meeting of the council or of a committee of the council unless personally present at the meeting, unless permitted to attend the meeting by audio-visual link under this code.

~~5.4 The board of the joint organisation may, if it thinks fit, transact any of its business at a meeting at which representatives (or some representatives) participate by telephone or other electronic means, but only if any representative who speaks on a matter before the meeting can be heard by the other representatives. For the purposes of a meeting held in accordance with this clause, the chairperson and each other voting representative on the board have the same voting rights as they have at an ordinary meeting of the board.~~

~~— **Note: Clause 5.4 reflects section 397G of the Regulation. Joint organisations may adopt clause 5.4 and omit clause 5.3. Councils must not adopt clause 5.4.**~~

**5.4 Deleted clause 5.4.**

5.5 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.

5.6 The council must not act unreasonably when considering whether to grant a councillor's request for a leave of absence.

5.7 Where a councillor makes an apology under clause 5.5, the council must determine by resolution whether to grant the councillor a leave of absence for the meeting for the purposes of section 234(1)(d) of the Act. If the council resolves not to grant a leave of absence for the meeting, it must state the reasons for its decision in its resolution.

5.8 A councillor's civic office will become vacant if the councillor is absent from three (3) consecutive ordinary meetings of the council without prior leave of the council, or leave granted by the council at any of the meetings concerned, unless the holder is absent because they have been suspended from office under the Act, or because the council has been suspended under the Act, or as a consequence of a compliance order under section 438HA.

**Note: Clause 5.8 reflects section 234(1)(d) of the Act.**

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The quorum for a meeting

- 5.9 The quorum for a meeting of the council is a majority of the councillors of the council who hold office at that time and are not suspended from office.

**Note: Clause 5.9 reflects section 368(1) of the Act.**

- 5.10 Clause 5.9 does not apply if the quorum is required to be determined in accordance with directions of the Minister in a performance improvement order issued in respect of the council.

**Note: Clause 5.10 reflects section 368(2) of the Act.**

- 5.11 A meeting of the council must be adjourned if a quorum is not present:
- (a) at the commencement of the meeting where the number of apologies received for the meeting indicates that there will not be a quorum for the meeting, or
  - (b) within half an hour after the time designated for the holding of the meeting, or
  - (c) at any time during the meeting.
- 5.12 In either case, the meeting must be adjourned to a time, date, and place fixed:
- (a) by the chairperson, or
  - (b) in the chairperson's absence, by the majority of the councillors present, or
  - (c) failing that, by the general manager.
- 5.13 The general manager must record in the council's minutes the circumstances relating to the absence of a quorum (including the reasons for the absence of a quorum) at or arising during a meeting of the council, together with the names of the councillors present.
- 5.14 Where, prior to the commencement of a meeting, it becomes apparent that a quorum may not be present at the meeting, or that the health, safety or welfare of councillors, council staff and members of the public may be put at risk by attending the meeting because of a natural disaster or a public health emergency, the mayor may, in consultation with the general manager and, as far as is practicable, with each councillor, cancel the meeting. Where a meeting is cancelled, notice of the cancellation must be published on the council's website and in such other manner that the council is satisfied is likely to bring notice of the cancellation to the attention of as many people as possible.
- 5.15 Where a meeting is cancelled under clause 5.14, the business to be considered at the meeting may instead be considered, where practicable, at the next ordinary meeting of the council or at an extraordinary meeting called by the mayor under clause 3.3.

Meetings held by audio-visual link

- 5.16 A meeting of the council or a committee of the council may be held by audio-visual link where the mayor determines that the meeting should be held by audio-visual link because of a natural disaster or a public health emergency. The mayor may only make a determination under this clause where they are satisfied that attendance at the meeting may put the health and safety of councillors and staff at risk. The mayor must make a determination under this clause in consultation with the general manager and, as far as is practicable, with each councillor.
- 5.17 Where the mayor determines under clause 5.16 that a meeting is to be held by audio-visual link, the general manager must:
- (a) give written notice to all councillors that the meeting is to be held by audio-visual link, and
  - (b) take all reasonable steps to ensure that all councillors can participate in the meeting by audio-visual link, and
  - (c) cause a notice to be published on the council's website and in such other manner the general manager is satisfied will bring it to the attention of as many people as possible, advising that the meeting is to be held by audio-visual link and providing information about where members of the public may view the meeting.
- 5.18 This code applies to a meeting held by audio-visual link under clause 5.16 in the same way it would if the meeting was held in person.

**Note: Where a council holds a meeting by audio-visual link under clause 5.16, it is still required under section 10 of the Act to provide a physical venue for members of the public to attend in person and observe the meeting.**

Attendance by councillors at meetings by audio-visual link

- 5.19 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.
- 5.20 Clause 5.19 does not apply to meetings at which a mayoral election is to be held.
- 5.21 A request by a councillor for approval to attend a meeting by audio-visual link must be made in writing to the general manager prior to the meeting in question and must provide reasons why the councillor will be prevented from attending the meeting in person.
- 5.22 Councillors may request approval to attend more than one meeting by audio-visual link. Where a councillor requests approval to attend more than one meeting by audio-visual link, the request must specify the meetings the request relates to in addition to the information required under clause 5.21.

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- 5.23 The council must comply with the Health Privacy Principles prescribed under the *Health Records and Information Privacy Act 2002* when collecting, holding, using and disclosing health information in connection with a request by a councillor to attend a meeting by audio-visual link.
- 5.24 A councillor who has requested approval to attend a meeting of the council or a committee of the council by audio-visual link may participate in the meeting by audio-visual link until the council or committee determines whether to approve their request and is to be taken as present at the meeting. The councillor may participate in a decision in relation to their request to attend the meeting by audio-visual link.
- 5.25 A decision whether to approve a request by a councillor to attend a meeting of the council or a committee of the council by audio-visual link must be made by a resolution of the council or the committee concerned. The resolution must state the meetings the resolution applies to.
- 5.26 If the council or committee refuses a councillor's request to attend a meeting by audio-visual link, their link to the meeting is to be terminated.
- 5.27 A decision whether to approve a councillor's request to attend a meeting by audio-visual link is at the council's or the relevant committee's discretion. The council and committees of the council must act reasonably when considering requests by councillors to attend meetings by audio-visual link.
- 5.28 The council and committees of the council may refuse a councillor's request to attend a meeting by audio-visual link where the council or committee is satisfied that the councillor has failed to appropriately declare and manage conflicts of interest, observe confidentiality or to comply with this code on one or more previous occasions they have attended a meeting of the council or a committee of the council by audio-visual link.
- 5.29 This code applies to a councillor attending a meeting by audio-visual link in the same way it would if the councillor was attending the meeting in person. Where a councillor is permitted to attend a meeting by audio-visual link under this code, they are to be taken as attending the meeting in person for the purposes of the code and will have the same voting rights as if they were attending the meeting in person.
- 5.30 A councillor must give their full attention to the business and proceedings of the meeting when attending a meeting by audio-visual link. The councillor's camera must be on at all times during the meeting except as may be otherwise provided for under this code.
- 5.31 A councillor must be appropriately dressed when attending a meeting by audio-visual link and must ensure that no items are within sight of the meeting that are inconsistent with the maintenance of order at the meeting or that are likely to bring the council or the committee into disrepute.

Entitlement of the public to attend council meetings

- 5.32 Everyone is entitled to attend a meeting of the council and committees of the council. The council must ensure that all meetings of the council and committees of the council are open to the public.

**Note: Clause 5.32 reflects section 10(1) of the Act.**

**Note:** Notwithstanding clause 5.31, a limitation may be placed on the number of members of the public admitted to a meeting of the Council or a Committee of the Council, where such a limitation is for the reasons of safety or security.

- 5.33 Clause 5.32 does not apply to parts of meetings that have been closed to the public under section 10A of the Act.
- 5.34 A person (whether a councillor or another person) is not entitled to be present at a meeting of the council or a committee of the council if expelled from the meeting:
- (a) by a resolution of the meeting, or
  - (b) by the person presiding at the meeting if the council has, by resolution, authorised the person presiding to exercise the power of expulsion.

**Note: Clause 5.34 reflects section 10(2) of the Act.**

- 5.35 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.

**Note: If adopted, clauses 15.15 and 15.16 confer a standing authorisation on all chairpersons of meetings of the council and committees of the council to expel persons from meetings. If adopted, clause 15.15 authorises chairpersons to expel any person, including a councillor, from a council or committee meeting. Alternatively, if adopted, clause 15.16 authorises chairpersons to expel persons other than councillors from a council or committee meeting.**

Livestreaming of meetings

- 5.36 Each meeting of the council or a committee of the council is to be recorded by means of an audio-visual device.
- 5.37 At the start of each meeting of the council or a committee of the council, the chairperson must inform the persons attending the meeting that:
- (a) the meeting is being recorded and made publicly available on the council's website, and
  - (b) persons attending the meeting should refrain from making any defamatory statements.

5.38 The recording of a meeting is to be made publicly available on the council's website at the same time as the meeting is taking place or as soon as practicable after the meeting, if technical difficulties are being experienced during the meeting.

5.39 The recording of a meeting is to be made publicly available on the council's website for at least 12 months after the meeting or for the balance of the council's term, whichever is the longer period.

5.40 Clauses 5.36 - 5.39 do not apply to any part of a meeting that has been closed to the public in accordance with section 10A of the Act.

**Note: Clauses 5.36 – 5.40 reflect section 236 of the Regulation.**

5.41 Recordings of meetings may be disposed of in accordance with the *State Records Act 1998*.

~~Note: Joint organisations are not required to livestream their meetings but may choose to do so by adopting clauses 5.36–5.40. Joint organisations that choose not to livestream their meetings may omit clauses 5.36–5.40.~~

#### Attendance of the general manager and other staff at meetings

5.42 The general manager is entitled to attend, but not to vote at, a meeting of the council or a meeting of a committee of the council of which all of the members are councillors.

**Note: Clause 5.42 reflects section 376(1) of the Act.**

5.43 The general manager is entitled to attend a meeting of any other committee of the council and may, if a member of the committee, exercise a vote.

**Note: Clause 5.43 reflects section 376(2) of the Act.**

5.44 The general manager may be excluded from a meeting of the council or a committee while the council or committee deals with a matter relating to the standard of performance of the general manager or the terms of employment of the general manager.

**Note: Clause 5.44 reflects section 376(3) of the Act.**

5.45 The attendance of other council staff at a meeting, (other than as members of the public) shall be determined by the general manager in consultation with the mayor.

**Note:** The general manager and other council staff may attend meetings of the council and committees of the council by audio-visual-link. Attendance by council staff at meetings by audio-visual link (other than as members of the public) shall be with the approval of the general manager.

## 6 THE CHAIRPERSON

### The chairperson at meetings

- 6.1 The mayor, or at the request of or in the absence of the mayor, the deputy mayor (if any) presides at meetings of the council.

**Note: Clause 6.1 reflects section 369(1) of the Act.**

- 6.2 If the mayor and the deputy mayor (if any) are absent, a councillor elected to chair the meeting by the councillors present presides at a meeting of the council.

**Note: Clause 6.2 reflects section 369(2) of the Act.**

### Election of the chairperson in the absence of the mayor and deputy mayor

- 6.3 If no chairperson is present at a meeting of the council at the time designated for the holding of the meeting, the first business of the meeting must be the election of a chairperson to preside at the meeting.
- 6.4 The election of a chairperson must be conducted:
- (a) by the general manager or, in their absence, an employee of the council designated by the general manager to conduct the election, or
  - (b) by the person who called the meeting or a person acting on their behalf if neither the general manager nor a designated employee is present at the meeting, or if there is no general manager or designated employee.
- 6.5 If, at an election of a chairperson, two (2) or more candidates receive the same number of votes and no other candidate receives a greater number of votes, the chairperson is to be the candidate whose name is chosen by lot.
- 6.6 For the purposes of clause 6.5, the person conducting the election must:
- (a) arrange for the names of the candidates who have equal numbers of votes to be written on similar slips, and
  - (b) then fold the slips so as to prevent the names from being seen, mix the slips and draw one of the slips at random.
- 6.7 The candidate whose name is on the drawn slip is the candidate who is to be the chairperson.
- 6.8 Any election conducted under clause 6.3, and the outcome of the vote, are to be recorded in the minutes of the meeting.

Chairperson to have precedence

- 6.9 When the chairperson rises or speaks during a meeting of the council:
- (a) any councillor then speaking or seeking to speak must cease speaking and, if standing, immediately resume their seat, and
  - (b) every councillor present must be silent to enable the chairperson to be heard without interruption.

**7 MODES OF ADDRESS**

- 7.1 Where physically able to, councillors and staff should stand when the mayor enters the chamber and when addressing the meeting.
- 7.2 If the chairperson is the mayor, they are to be addressed as 'Mr Mayor', 'Madam Mayor' or 'Mayor'.
- 7.3 If the chairperson is the deputy mayor, they are to be addressed as 'Mr Deputy Mayor', or 'Madam Deputy Mayor' or 'Deputy Mayor'.
- 7.4 Where the chairperson is not the mayor or deputy mayor, they are to be addressed as either 'Mr Chairperson' or 'Madam Chairperson' or 'Chair'.
- 7.5 A councillor is to be addressed as 'Councillor [surname]'.
- 7.6 A council officer is to be addressed by their official designation or as Mr/Ms/Mx [surname].

**8 ORDER OF BUSINESS FOR ORDINARY COUNCIL MEETINGS**

- 8.1 At a meeting of the council, the general order of business for Ordinary Council Meetings shall be as outlined below: ~~is as fixed by resolution of the council.~~
- 1 Opening Meeting
  - 2 Acknowledgement of Country
  - 3 Opening Prayer
  - 4 Condolences
  - 5 Presentations
  - 6 Apologies, Leave of Absence and/or Attendance via Audio-Visual Link
  - 7 Disclosures of Interest
  - 8 Minutes of Previous Meetings
  - 9 Mayoral Minute(s)
  - 10 Items by Exception
  - 11 Reports to Council
  - 12 Minutes and Reports of Committees
  - 13 Notices of Motion (including Rescission Motions)
  - 14 Questions with Notice
  - 15 Confidential Reports / Matters
  - 16 Conclusion of the Meeting

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- 8.2 The order of business as fixed under clause 8.1 may be altered for a particular meeting of the council if a motion to that effect is passed at that meeting. Such a motion can be moved without notice.

**Note: If adopted, Part 13 allows council to deal with items of business by exception.**

- 8.3 Despite any other provision of this code, only the mover of a motion referred to in clause 8.2 and the chairperson, if they are not the mover of the motion, can speak to the motion before it is put.

## 9 CONSIDERATION OF BUSINESS AT COUNCIL MEETINGS

### Business that can be dealt with at a council meeting

- 9.1 The council must not consider business at a meeting of the council:
- (a) unless a councillor has given notice of the business, as required by clause 3.10, and
  - (b) unless notice of the business has been sent to the councillors in accordance with clause 3.7 in the case of an ordinary meeting or clause 3.9 in the case of an extraordinary meeting called in an emergency.
- 9.2 Clause 9.1 does not apply to the consideration of business at a meeting, if the business:
- (a) is already before, or directly relates to, a matter that is already before the council, or
  - (b) is the election of a chairperson to preside at the meeting, or
  - (c) is a matter or topic put to the meeting by way of a mayoral minute, or
  - (d) is a motion for the adoption of recommendations of a committee of the council.
- 9.3 Despite clause 9.1, business may be considered at a meeting of the 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 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.
- 9.5 If all councillors are not present at a meeting, the council may only deal with business at the meeting that councillors have not been given due notice of, where a resolution is adopted in accordance with clause 9.3, and the chairperson also rules that the business is urgent and requires a decision by the council before the next scheduled ordinary meeting.



- 9.6 A motion of dissent cannot be moved against a ruling by the chairperson under clause 9.5.

#### 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.
- 9.8 A mayoral minute, when put to a meeting, takes precedence over all business on the council's agenda for the meeting. The mayor may move the adoption of a mayoral minute without the motion being seconded.
- 9.9 A recommendation made in a mayoral minute put by the mayor is, so far as it is adopted by the council, a resolution of the council.

#### Staff reports

- 9.10 A recommendation made in a staff report is, so far as it is adopted by the council, a resolution of the council.

#### Reports of committees of council

- 9.11 The recommendations of a committee of the council are, so far as they are adopted by the council, resolutions of the council.
- 9.12 If in a report of a committee of the council distinct recommendations are made, the council may make separate decisions on each recommendation.

#### Questions

- 9.13 A question must not be asked at a meeting of the council unless it concerns a matter on the agenda of the meeting or notice has been given of the question in accordance with clauses 3.10 and 3.12, unless the council determines otherwise in accordance with this code.
- 9.14 A councillor may, through the chairperson, ask another councillor about a matter on the agenda.
- 9.15 A councillor may, through the mayor, ask the general manager about a matter on the agenda. The general manager may request another council employee to answer the question.
- 9.16 A councillor or council employee to whom a question is put is entitled to be given reasonable notice of the question and, in particular, sufficient notice to enable reference to be made to other persons or to information. Where a councillor or council employee to whom a question is put is unable to respond to the question at the meeting at which it is put, they may take it on notice and report the response to the next meeting of the council.
- 9.17 Councillors must ask questions directly, succinctly, and without argument.

- 9.18 The chairperson must not permit discussion on any reply to, or refusal to reply to, a question put to a councillor or council employee.

## 10 RULES OF DEBATE

### Motions to be seconded

- 10.1 Unless otherwise specified in this code, a motion or an amendment cannot be debated unless or until it has been seconded.

### Notices of motion

- 10.2 A councillor who has submitted a notice of motion under clause 3.10 is to move the motion the subject of the notice of motion at the meeting at which it is to be considered.
- 10.3 If a councillor who has submitted a notice of motion under clause 3.10 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.
- 10.4 In the absence of a councillor who has placed a notice of motion on the agenda for a meeting of the council:
- (a) any other councillor may, with the leave of the chairperson, move the motion at the meeting, or
  - (b) the chairperson may defer consideration of the motion until the next meeting of the council.

### Chairperson's duties with respect to motions

- 10.5 It is the duty of the chairperson at a meeting of the council to receive and put to the meeting any lawful motion that is brought before the meeting.

**Note:** Where a motion is moved and seconded, the chairperson shall enquire before the speech in support of the motion whether there is any dissent, if there is no dissent the motion shall then be put without discussion. When dissent is expressed the speakers shall be in a series of for and against as per clauses 10.21-10.32.

- 10.6 The chairperson must rule out of order any motion or amendment to a motion that is unlawful or the implementation of which would be unlawful.
- 10.7 Before ruling out of order a motion or an amendment to a motion under clause 10.6, the chairperson is to give the mover an opportunity to clarify or amend the motion or amendment.

**Note:** Any motion or amendment that the chairperson has ruled out of order is taken to have been lost.

#### Amendments to motions

- 10.8 An amendment to a motion must be moved and seconded before it can be debated.
- 10.9 An amendment to a motion must relate to the matter being dealt with in the original motion before the council and must not be a direct negative of the original motion. An amendment to a motion which does not relate to the matter being dealt with in the original motion, or which is a direct negative of the original motion, must be ruled out of order by the chairperson.
- 10.10 The mover of an amendment is to be given the opportunity to explain any uncertainties in the proposed amendment before a seconder is called for.
- 10.11 If an amendment has been lost, a further amendment can be moved to the motion to which the lost amendment was moved, and so on, but no more than one (1) motion and one (1) proposed amendment can be before council at any one time.
- 10.12 While an amendment is being considered, debate must only occur in relation to the amendment and not the original motion. Debate on the original motion is to be suspended while the amendment to the original motion is being debated.
- Note:** The mover of the Motion has the right to speak to the Motion before any consideration of the Amendment.
- 10.13 If the amendment is carried, it becomes the motion and is to be debated. If the amendment is lost, debate is to resume on the original motion.
- 10.14 An amendment may become the motion without debate or a vote where it is accepted by the councillor who moved the original motion.

#### Foreshadowed motions

- 10.17 A councillor may propose a foreshadowed motion in relation to the matter the subject of the original motion before the council, without a seconder during debate on the original motion. The foreshadowed motion is only to be considered if the original motion is lost or withdrawn and the foreshadowed motion is then moved and seconded. If the original motion is carried, the foreshadowed motion lapses.
- 10.18 Where an amendment has been moved and seconded, a councillor may, without a seconder, foreshadow a further amendment that they propose to move after the first amendment has been dealt with. There is no limit to the number of foreshadowed amendments that may be put before the council at any time. However, no discussion can take place on foreshadowed amendments until the previous amendment has been dealt with and the foreshadowed amendment has been moved and seconded.

- 10.19 Foreshadowed motions and foreshadowed amendments are to be considered in the order in which they are proposed. However, foreshadowed motions cannot be considered until all foreshadowed amendments have been dealt with.

Limitations on the number and duration of speeches

- 10.15 A councillor who, during a debate at a meeting of the council, moves an original motion, has the right to speak on each amendment to the motion and a right of general reply to all observations that are made during the debate in relation to the motion, and any amendment to it at the conclusion of the debate before the motion (whether amended or not) is finally put.
- 10.16 A councillor, other than the mover of an original motion, has the right to speak once on the motion and once on each amendment to it.
- 10.17 A councillor must not, without the consent of the council, speak more than once on a motion or an amendment, or for longer than five (5) minutes at any one time.
- 10.18 Despite clause 10.17, the chairperson may permit a councillor who claims to have been misrepresented or misunderstood to speak more than once on a motion or an amendment, and for longer than five (5) minutes on that motion or amendment to enable the councillor to make a statement limited to explaining the misrepresentation or misunderstanding.
- 10.19 Despite clauses 10.15 and 10.16, a councillor may move that a motion or an amendment be now put:
- (a) if the mover of the motion or amendment has spoken in favour of it and no councillor expresses an intention to speak against it, or
  - (b) if at least two (2) councillors have spoken in favour of the motion or amendment and at least two (2) councillors have spoken against it.
- 10.20 The chairperson must immediately put to the vote, without debate, a motion moved under clause 10.19. A seconder is not required for such a motion.
- 10.21 If a motion that the original motion or an amendment be now put is passed, the chairperson must, without further debate, put the original motion or amendment to the vote immediately after the mover of the original motion has exercised their right of reply under clause 10.15.
- 10.22 If a motion that the original motion or an amendment be now put is lost, the chairperson must allow the debate on the original motion or the amendment to be resumed.
- 10.23 All councillors must be heard without interruption and all other councillors must, unless otherwise permitted under this code, remain silent while another councillor is speaking.
- 10.24 Once the debate on a matter has concluded and a matter has been dealt with, the chairperson must not allow further debate on the matter.

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- 10.25 Clause 10.24 does not prevent a further motion from being moved on the same item of business where the original motion is lost provided the motion is not substantially the same as the one that is lost.

Participation by non-voting representatives in joint organisation board meetings

- ~~10.26 Non-voting representatives of joint organisation boards may speak on but must not move, second or vote on any motion or an amendment to a motion.~~

~~————— **Note: Under section 400T(1)(c) of the Act, non-voting representatives of joint organisation boards may attend but are not entitled to vote at a meeting of the board.**~~

~~**Note: Joint organisations must adopt clause 10.26. Councils must not adopt clause 10.26.**~~

- ~~10.26 Deleted clause 10.26.~~

## 11 VOTING

Voting entitlements of councillors

- 11.1 Each councillor is entitled to one (1) vote.

**Note: Clause 11.1 reflects section 370(1) of the Act.**

~~**Note: Under section 400T(1) of the Act, voting representatives of joint organisation boards are entitled to one (1) vote each at meetings of the board.**~~

- 11.2 The person presiding at a meeting of the council has, in the event of an equality of votes, a second or casting vote.

**Note: Clause 11.2 reflects section 370(2) of the Act.**

- 11.3 Where the chairperson declines to exercise, or fails to exercise, their second or casting vote, in the event of an equality of votes, the motion being voted upon is lost.

- ~~11.4 A motion at a meeting of the board of a joint organisation is taken to be lost in the event of an equality of votes.~~

~~————— **Note: Clause 11.4 reflects section 397E of the Regulation. Joint organisations must adopt clause 11.4 and omit clauses 11.2 and 11.3. Councils must not adopt clause 11.4.**~~

~~**Note: Under section 400U(4) of the Act, joint organisations may specify more stringent voting requirements for decisions by the board such as a 75% majority or consensus decision making. Where a joint organisation's charter specifies more stringent voting requirements,**~~

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~~clause 11.4 must be adapted to reflect these requirements.~~

11.4 Deleted clause 11.4.

Voting at council meetings

- 11.5 A councillor who is present at a meeting of the council but who fails to vote on a motion put to the meeting is taken to have voted against the motion.
- 11.6 If a councillor who has voted against a motion put at a council meeting so requests, the general manager must ensure that the councillor's dissenting vote is recorded in the council's minutes.
- 11.7 The decision of the chairperson as to the result of a vote is final unless the decision is immediately challenged and not fewer than two (2) councillors rise and call for a division.
- 11.8 When a division on a motion is called, the chairperson must ensure that the division takes place immediately. The general manager must ensure that the names of those who vote for the motion and those who vote against it are recorded in the council's minutes for the meeting.
- 11.9 When a division on a motion is called, any councillor who fails to vote will be recorded as having voted against the motion in accordance with clause 11.5 of this code.
- 11.10 Voting at a meeting, including voting in an election at a meeting, is to be by open means (such as on the voices, by show of hands or by a visible electronic voting system). However, the council may resolve that the voting in any election by councillors for mayor or deputy mayor is to be by secret ballot.

~~11.11 All voting at council meetings, (including meetings that are closed to the public), must be recorded in the minutes of meetings with the names of councillors who voted for and against each motion or amendment (including the use of the casting vote) being recorded.~~

~~**Note: If clause 11.11 is adopted, clauses 11.6 – 11.9 and clause 11.15 may be omitted.**~~

**11.11 Deleted clause 11.11.**

Voting on planning decisions

- 11.12 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.
- 11.13 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.

- 11.14 The general manager must keep a register containing, for each planning decision made at a meeting of the council or a council committee (including, but not limited to a committee of the council), the names of the councillors who supported the decision and the names of any councillors who opposed (or are taken to have opposed) the decision.
- 11.15 For the purpose of maintaining the register, a division is taken to have been called whenever a motion for a planning decision is put at a meeting of the council or a council committee.
- 11.16 Each decision recorded in the register is to be described in the register or identified in a manner that enables the description to be obtained from another publicly available document.
- 11.17 Clauses 11.14–11.16 apply also to meetings that are closed to the public.

**Note: Clauses 11.14–11.17 reflect section 375A of the Act.**

**Note: The requirements of clause 11.14 may be satisfied by maintaining a register of the minutes of each planning decision.**

## **12 COMMITTEE OF THE WHOLE**

- 12.1 The council may resolve itself into a committee to consider any matter before the council.

**Note: Clause 12.1 reflects section 373 of the Act.**

- 12.2 All the provisions of this code relating to meetings of the council, so far as they are applicable, extend to and govern the proceedings of the council when in committee of the whole, except the provisions limiting the number and duration of speeches and encouraging councillors and staff to stand when addressing the meeting.

**Note: Clauses 10.15 – 10.25 limit the number and duration of speeches.**

**Note: Clause 7.1 encourages councillors and staff to stand when addressing the meeting where they can.**

- 12.3 The general manager or, in the absence of the general manager, an employee of the council designated by the general manager, is responsible for reporting to the council the proceedings of the committee of the whole. It is not necessary to report the proceedings in full, but any recommendations of the committee must be reported.
- 12.4 The council must ensure that a report of the proceedings (including any recommendations of the committee) is recorded in the council's minutes. However, the council is not taken to have adopted the report until a motion for adoption has been made and passed.

### 13 DEALING WITH ITEMS BY EXCEPTION

- ~~13.1 The council or a committee of council may, at any time, resolve to adopt multiple items of business on the agenda together by way of a single resolution where it considers it necessary to expedite the consideration of business at a meeting.~~
- ~~13.2 Before the council or committee resolves to adopt multiple items of business on the agenda together under clause 13.1, the chairperson must list the items of business to be adopted and ask councillors to identify any individual items of business listed by the chairperson that they intend to vote against the recommendation made in the business paper or that they wish to speak on.~~
- ~~13.3 The council or committee must not resolve to adopt any item of business under clause 13.1 that a councillor has identified as being one they intend to vote against the recommendation made in the business paper or to speak on.~~
- ~~13.4 Where the consideration of multiple items of business together under clause 13.1 involves a variation to the order of business for the meeting, the council or committee must resolve to alter the order of business in accordance with clause 8.2.~~
- ~~13.5 A motion to adopt multiple items of business together under clause 13.1 must identify each of the items of business to be adopted and state that they are to be adopted as recommended in the business paper.~~
- ~~13.6 Items of business adopted under clause 13.1 are to be taken to have been adopted unanimously.~~
- ~~13.7 Councillors must ensure that they declare and manage any conflicts of interest they may have in relation to items of business considered together under clause 13.1.~~
- 13.1 The council or a committee of council may, at any time, resolve to adopt multiple items of business on the agenda together by way of a single resolution.
- 13.2 Before the council or committee resolves to adopt multiple items of business on the agenda together under clause 13.1, the chairperson must list the items of business to be adopted and ask councillors to identify any individual items of business listed by the chairperson that:
- (a) have declarations of interest, or
  - (b) have a Public Forum speaker, or
  - (c) are a planning matter that requires a Division, or
  - (d) are Notices of Motion, or
  - (e) they intend to vote against the recommendation made in the business paper, or
  - (f) they wish to speak on.
- 13.3 The council or committee must not resolve to adopt any item of business under clause 13.1 that a councillor has identified as being one they intend to vote against the recommendation made in the business paper or to speak on.

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- 13.4 Where the consideration of multiple items of business together under clause 13.1 involves a variation to the order of business for the meeting, the council or committee must resolve to alter the order of business in accordance with clause 8.3.
- 13.5 A motion to adopt multiple items of business together under clause 13.1 must identify each of the items of business to be adopted and state that they are to be adopted as recommended in the business paper.
- 13.6 Items of business adopted under clause 13.1 are to be taken to have been adopted unanimously.
- 13.7 Councillors must ensure that they declare and manage any conflicts of interest they may have in relation to items of business considered together under clause 13.1 in accordance with the requirements of the council's code of conduct.

#### 14 CLOSURE OF COUNCIL MEETINGS TO THE PUBLIC

##### Grounds on which meetings can be closed to the public

- 14.1 The council or a committee of the council may close to the public so much of its meeting as comprises the discussion or the receipt of any of the following types of matters:
  - (a) personnel matters concerning particular individuals (other than councillors),
  - (b) the personal hardship of any resident or ratepayer,
  - (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business,
  - (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,
  - (e) information that would, if disclosed, prejudice the maintenance of law,
  - (f) matters affecting the security of the council, councillors, council staff or council property,
  - (g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege,
  - (h) information concerning the nature and location of a place or an item of Aboriginal significance on community land,
  - (i) alleged contraventions of the council's code of conduct.

**Note: Clause 14.1 reflects section 10A(1) and (2) of the Act.**

- 14.2 The council or a committee of the 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.

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**Note: Clause 14.2 reflects section 10A(3) of the Act.**

**Note:** The grounds on which a meeting is closed to the public must be specified in the decision to close the meeting and recorded in the minutes of the meeting.

Matters to be considered when closing meetings to the public

14.3 A meeting is not to remain closed during the discussion of anything referred to in clause 14.1:

- (a) except for so much of the discussion as is necessary to preserve the relevant confidentiality, privilege or security, and
- (b) if the matter concerned is a matter other than a personnel matter concerning particular individuals, the personal hardship of a resident or ratepayer or a trade secret – unless the council or committee concerned is satisfied that discussion of the matter in an open meeting would, on balance, be contrary to the public interest.

**Note: Clause 14.3 reflects section 10B(1) of the Act.**

14.4 A meeting is not to be closed during the receipt and consideration of information or advice referred to in clause 14.1(g) unless the advice concerns legal matters that:

- (a) are substantial issues relating to a matter in which the council or committee is involved, and
- (b) are clearly identified in the advice,
- (c) are fully discussed in that advice, and
- (d) are subject to legal professional privilege.

**Note: Clause 14.4 reflects section 10B(2) of the Act.**

14.5 If a meeting is closed during the discussion of a motion to close another part of the meeting to the public (as referred to in clause 14.2), the consideration of the motion must not include any consideration of the matter or information to be discussed in that other part of the meeting other than consideration of whether the matter concerned is a matter referred to in clause 14.1.

**Note: Clause 14.5 reflects section 10B(3) of the Act.**

14.6 For the purpose of determining whether the discussion of a matter in an open meeting would be contrary to the public interest, it is irrelevant that:

- (a) a person may misinterpret or misunderstand the discussion, or
- (b) the discussion of the matter may:
  - (i) cause embarrassment to the council or committee concerned, or to councillors or to employees of the council, or
  - (ii) cause a loss of confidence in the council or committee.

**Note: Clause 14.6 reflects section 10B(4) of the Act.**

- 14.7 In deciding whether part of a meeting is to be closed to the public, the council or committee concerned must consider any relevant guidelines issued by the Departmental Chief Executive of the Office of Local Government.

**Note: Clause 14.7 reflects section 10B(5) of the Act.**

Notice of likelihood of closure not required in urgent cases

- 14.8 Part of a meeting of the council, or of a committee of the council, may be closed to the public while the council or committee considers a matter that has not been identified in the agenda for the meeting under clause 3.19 as a matter that is likely to be considered when the meeting is closed, but only if:
- (a) it becomes apparent during the discussion of a particular matter that the matter is a matter referred to in clause 14.1, and
  - (b) the council or committee, after considering any representations made under clause 14.9, resolves that further discussion of the matter:
    - (i) should not be deferred (because of the urgency of the matter), and
    - (ii) should take place in a part of the meeting that is closed to the public.

**Note: Clause 14.8 reflects section 10C of the Act.**

Representations by members of the public

- 14.9 The council, or a committee of the council, may allow members of the public to make representations to or at a meeting, before any part of the meeting is closed to the public, as to whether that part of the meeting should be closed.

**Note: Clause 14.9 reflects section 10A(4) of the Act.**

- 14.10 A representation under clause 14.9 is to be made after the motion to close the part of the meeting is moved and seconded.

14.11 Despite clauses 14.9 and 14.10, the council may resolve to close the meeting to the public in accordance with this Part to hear a representation from a member of the public as to whether the meeting should be closed to consider an item of business where the representation involves the disclosure of information relating to a matter referred to in clause 14.1.

- 14.12 Where the matter has been identified in the agenda of the meeting under clause 3.19 as a matter that is likely to be considered when the meeting is closed to the public, in order to make representations under clause 14.9, members of the public must first make an application to the council in a manner determined by the council. **Applications must be received by 5:00 pm on the day before the meeting at which the matter is to be considered.**

- a) The general manager (or their delegate) may refuse an application made under clause 14.12. The general manager or their delegate must give reasons in writing for a decision to refuse an application.
- b) No more than three (3) speakers are to be permitted to make

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representations under clause 14.9.

- c) If more than the permitted number of speakers apply to make representations under clause 14.9, the general manager or their delegate may request the speakers to nominate from among themselves the persons who are to make representations to the council. If the speakers are not able to agree on whom to nominate to make representations under clause 14.9, the general manager or their delegate is to determine who will make representations to the council.
- d) The general manager (or their delegate) is to determine the order of speakers.
- e) Where the council or a committee of the council proposes to close a meeting or part of a meeting to the public in circumstances where the matter has not been identified in the agenda for the meeting under clause 3.21 as a matter that is likely to be considered when the meeting is closed to the public, the chairperson is to invite representations from the public under clause 14.9 after the motion to close the part of the meeting is moved and seconded. The chairperson is to permit no more than three (3) speakers to make representations in such order as determined by the chairperson.
- f) Each speaker will be allowed **three (3)** minutes to make representations, and this time limit is to be strictly enforced by the chairperson. Speakers must confine their representations to whether the meeting should be closed to the public. If a speaker digresses to irrelevant matters, the chairperson is to direct the speaker not to do so. If a speaker fails to observe a direction from the chairperson, the speaker will not be further heard.

Expulsion of non-councillors from meetings closed to the public

- 14.13 If a meeting or part of a meeting of the council or a committee of the council is closed to the public in accordance with section 10A of the Act and this code, any person who is not a councillor and who fails to leave the meeting when requested, may be expelled from the meeting as provided by section 10(2)(a) or (b) of the Act.
- 14.14 If any such person, after being notified of a resolution or direction expelling them from the meeting, fails to leave the place where the meeting is being held, a police officer, or any person authorised for the purpose by the council or person presiding, may, by using such force as is reasonably necessary, remove the first-mentioned person from that place and, if necessary restrain that person from re-entering that place for the remainder of the meeting.

**Note: Failure to comply with a direction to leave a meeting is an offence under section 660 of the Act carrying a maximum penalty of 20 penalty units.**

Obligations of councillors attending meetings by audio-visual link

- 14.15 Councillors attending a meeting by audio-visual link must ensure that no other person is within sight or hearing of the meeting at any time that the meeting is closed to the public under section 10A of the Act.

Information to be disclosed in resolutions closing meetings to the public

- 14.16 The grounds on which part of a meeting is closed must be stated in the decision to close that part of the meeting and must be recorded in the minutes of the meeting. The grounds must specify the following:
- (a) the relevant provision of section 10A(2) of the Act,
  - (b) the matter that is to be discussed during the closed part of the meeting,
  - (c) the reasons why the part of the meeting is being closed, including (if the matter concerned is a matter other than a personnel matter concerning particular individuals, the personal hardship of a resident or ratepayer or a trade secret) an explanation of the way in which discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

**Note: Clause 14.16 reflects section 10D of the Act.**

Resolutions passed at closed meetings to be made public

- 14.17 If the council passes a resolution during a meeting, or a part of a meeting, that is closed to the public, the chairperson must make the resolution public as soon as practicable after the meeting, or the relevant part of the meeting, has ended, and the resolution must be recorded in the publicly available minutes of the meeting.
- 14.18 Resolutions passed during a meeting, or a part of a meeting, that is closed to the public must be made public by the chairperson under clause 14.17 during a part of the meeting that is livestreamed where practicable.
- 14.19 The general manager must cause business papers for items of business 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.
- 14.20 The general manager 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.

## 15 KEEPING ORDER AT MEETINGS

### Points of order

- 15.1 A councillor may draw the attention of the chairperson to an alleged breach of this code by raising a point of order. A point of order does not require a seconder.

**Note:** A point of order cannot be made with respect to adherence to the principles contained in clause 2.1.

- 15.2 A point of order must be taken immediately it is raised. The chairperson must suspend the business before the meeting and permit the councillor raising the point of order to state the provision of this code they believe has been breached. The chairperson must then rule on the point of order – either by upholding it or by overruling it.

### Questions of order

- 15.3 The chairperson, without the intervention of any other councillor, may call any councillor to order whenever, in the opinion of the chairperson, it is necessary to do so.
- 15.4 A councillor who claims that another councillor has committed an act of disorder, or is out of order, may call the attention of the chairperson to the matter.
- 15.5 The chairperson must rule on a question of order immediately after it is raised but, before doing so, may invite the opinion of the council.
- 15.6 The chairperson's ruling must be obeyed unless a motion dissenting from the ruling is passed.

### Motions of dissent

- 15.7 A councillor can, without notice, move to dissent from a ruling of the chairperson on a point of order or a question of order. If that happens, the chairperson must suspend the business before the meeting until a decision is made on the motion of dissent.
- 15.8 If a motion of dissent is passed, the chairperson must proceed with the suspended business as though the ruling dissented from had not been given. If, as a result of the ruling, any motion or business has been rejected as out of order, the chairperson must restore the motion or business to the agenda and proceed with it in due course.
- 15.9 Despite any other provision of this code, only the mover of a motion of dissent and the chairperson can speak to the motion before it is put. The mover of the motion does not have a right of general reply.

Acts of disorder

15.10 A councillor commits an act of disorder if the councillor, at a meeting of the council or a committee of the council:

- (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.

**Note: Clause 15.10 reflects section 182 of the Regulation.**

**Note: The Legislative Assembly's Speaker's Guidelines state that "Members are not to use language, make gestures, or behave in any way in the Chamber that is sexist, racist, homophobic or otherwise exclusionary or discriminatory. Such conduct may be considered offensive and disorderly, in accordance with Standing Order 74".**

15.11 The chairperson may require a councillor:

- (a) to apologise without reservation for an act of disorder referred to in clauses 15.10(a), (b), (d), (e), or (g), or
- (b) to withdraw a motion or an amendment referred to in clause 15.10(c) and, where appropriate, to apologise without reservation, or
- (c) to retract and apologise without reservation for any statement that constitutes an act of disorder referred to in clauses 15.10(d), (e), (f) or (g).

**Note: Clause 15.11 reflects section 233 of the Regulation.**

15.12 A failure to comply with a requirement under clause 15.11 constitutes a fresh act of disorder for the purposes of clause 15.10.

15.13 Where a councillor fails to take action in response to a requirement by the chairperson to remedy an act of disorder under clause 15.11 at the meeting at which the act of disorder occurred, the chairperson may require the councillor to take that action at each subsequent meeting until such time as the councillor complies with the requirement. If the councillor fails to remedy the act of disorder at a subsequent meeting, they may be expelled from the meeting under clause 15.18.

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How disorder at a meeting may be dealt with

- 15.14 If disorder occurs at a meeting of the council, the chairperson may adjourn the meeting for a period of not more than fifteen (15) minutes and leave the chair. The council, on reassembling, must, on a question put from the chairperson, decide without debate whether the business is to be proceeded with or not. This clause applies to disorder arising from the conduct of members of the public as well as disorder arising from the conduct of councillors.

Expulsion from meetings

- 15.15 All chairpersons of meetings of the council and committees of the council are authorised under this code to expel any person, including any councillor, from a council or committee meeting, for the purposes of section 10(2)(b) of the Act.

~~15.16 All chairpersons of meetings of the council and committees of the council are authorised under this code to expel any person other than a councillor, from a council or committee meeting, for the purposes of section 10(2)(b) of the Act. Councillors may only be expelled by resolution of the council or the committee of the council.~~

~~————— **Note: Councils may use either clause 15.15 or clause 15.16.**~~

- 15.16 Deleted – Not applicable as using clause 15.15.

- 15.17 Clause 15.15, does not limit the ability of the council or a committee of the council to resolve to expel a person, including a councillor, from a council or committee meeting, under section 10(2)(a) of the Act.

- 15.18 A councillor may, as provided by section 10(2)(a) or (b) of the Act, be expelled from a meeting of the council for having failed to comply with a requirement under clause 15.11 or clause 15.13. The expulsion of a councillor from the meeting for that reason does not prevent any other action from being taken against the councillor for the act of disorder concerned.

**Note: Clause 15.18 reflects section 233(2) of the Regulation.**

- 15.19 A member of the public may, as provided by section 10(2)(a) or (b) of the Act, be expelled from a meeting of the council for engaging in or having engaged in disorderly conduct at the meeting.

15.20 Members of the public attending a meeting of the council:

- (a) must remain silent during the meeting unless invited by the chairperson to speak,
- (b) must not bring flags, signs or protest symbols to the meeting, and
- (c) must not disrupt the meeting.

- 15.21 Without limiting clause 15.19, a contravention of clause 15.20 or an attempt to contravene that clause, constitutes disorderly conduct for the purposes of



clause 15.19. Members of the public may, as provided by section 10(2) of the Act, be expelled from a meeting for a breach of clause 15.20.

- 15.22 Where a councillor or a member of the public is expelled from a meeting, the expulsion and the name of the person expelled, if known, are to be recorded in the minutes of the meeting.
- 15.23 If a councillor or a member of the public fails to leave the place where a meeting of the council is being held immediately after they have been expelled, a police officer, or any person authorised for the purpose by the council or person presiding, may, by using such force as is reasonably necessary, remove the councillor or member of the public from that place and, if necessary, restrain the councillor or member of the public from re-entering that place for the remainder of the meeting.

**Note: Failure to comply with a direction to leave a meeting is an offence under section 660 of the Act carrying a maximum penalty of 20 penalty units.**

How disorder by councillors attending meetings by audio-visual link may be dealt with

- 15.24 Where a councillor is attending a meeting by audio-visual link, the chairperson or a person authorised by the chairperson may mute the councillor's audio link to the meeting for the purposes of enforcing compliance with this code.
- 15.25 If a councillor attending a meeting by audio-visual link is expelled from a meeting for an act of disorder, the chairperson of the meeting or a person authorised by the chairperson, may terminate the councillor's audio-visual link to the meeting.

Use of mobile phones and the unauthorised recording of meetings

- 15.26 Councillors, council staff and members of the public must ensure that mobile phones are turned to silent during meetings of the council and committees of the council.
- 15.27 A person must not live stream or use an audio recorder, video camera, mobile phone or any other device to make a recording of the proceedings of a meeting of the council or a committee of the council without the prior authorisation of the council or the committee.
- 15.28 Without limiting clause 15.19, a contravention of clause 15.27 or an attempt to contravene that clause, constitutes disorderly conduct for the purposes of clause 15.19. Any person who contravenes or attempts to contravene clause 15.27, may, as provided for under section 10(2) of the Act, be expelled from the meeting.
- 15.29 If any such person, after being notified of a resolution or direction expelling them from the meeting, fails to leave the place where the meeting is being held, a police officer, or any person authorised for the purpose by the council or person presiding, may, by using such force as is reasonably necessary,

remove the first-mentioned person from that place and, if necessary, restrain that person from re-entering that place for the remainder of the meeting.

**Note: Failure to comply with a direction to leave a meeting is an offence under section 660 of the Act carrying a maximum penalty of 20 penalty units.**

## 16 CONFLICTS OF INTEREST

- 16.1 All councillors and, where applicable, all other persons, must declare and manage conflicts of interest they have in matters being considered at meetings of the council and committees of the council in accordance with the council's code of conduct. All declarations of conflicts of interest must be recorded in the minutes of the meeting at which the declaration was made.
- 16.2 Councillors attending a meeting by audio-visual link must declare and manage any conflicts of interest they have in matters being considered at the meeting in accordance with the council's code of conduct. Where a councillor has declared a conflict of interest in a matter being discussed at the meeting, the councillor's audio-visual link to the meeting must be suspended or terminated and the councillor must not be in sight or hearing of the meeting at any time during which the matter is being considered or discussed by the council or committee, or at any time during which the council or committee is voting on the matter.

## 17 DECISIONS OF THE COUNCIL

### Council decisions

- 17.1 A decision supported by a majority of the votes at a meeting of the council at which a quorum is present is a decision of the council.

**Note: Clause 17.1 reflects section 371 of the Act in the case of councils and section 400T(8) in the case of joint organisations.**

~~Note: Under section 400U(4) of the Act, joint organisations may specify more stringent voting requirements for decisions by the board such as a 75% majority or consensus decision making. Where a joint organisation's charter specifies more stringent voting requirements, clause 17.1 must be adapted to reflect those requirements.~~

- 17.2 Decisions made by the council must be accurately recorded in the minutes of the meeting at which the decision is made.

### Rescinding or altering council decisions

- 17.3 A resolution passed by the council may not be altered or rescinded except by a motion to that effect of which notice has been given in accordance with this code.

**Note: Clause 17.3 reflects section 372(1) of the Act.**

- 17.4 If a notice of motion to rescind a resolution is given at the meeting at which the resolution is carried, the resolution must not be carried into effect until the motion of rescission has been dealt with.

**Note: Clause 17.4 reflects section 372(2) of the Act.**

- 17.5 If a motion has been lost, a motion having the same effect must not be considered unless notice of it has been duly given in accordance with this code.

**Note: Clause 17.5 reflects section 372(3) of the Act.**

- 17.6 A notice of motion to alter or rescind a resolution, and a notice of motion which has the same effect as a motion which has been lost, must be signed by three (3) councillors if less than three (3) months has elapsed since the resolution was passed, or the motion was lost.

**Note: Clause 17.6 reflects section 372(4) of the Act.**

- 17.7 If a motion to alter or rescind a resolution has been lost, or if a motion which has the same effect as a previously lost motion is lost, no similar motion may be brought forward within three (3) months of the meeting at which it was lost. This clause may not be evaded by substituting a motion differently worded, but in principle the same.

**Note: Clause 17.7 reflects section 372(5) of the Act.**

- 17.8 The provisions of clauses 17.5–17.7 concerning lost motions do not apply to motions of adjournment.

**Note: Clause 17.8 reflects section 372(7) of the Act.**

- 17.9 A notice of motion submitted in accordance with clause 17.6 may only be withdrawn under clause 3.11A with the consent of all signatories to the notice of motion.

- ~~17.10 A notice of motion to alter or rescind a resolution relating to a development application must be submitted to the general manager no later than 1 day after the meeting at which the resolution was adopted. Deleted clause 17.10.~~

- 17.11 A motion to alter or rescind a resolution of the council may be moved on the report of a committee of the council and any such report must be recorded in the minutes of the meeting of the council.

**Note: Clause 17.11 reflects section 372(6) of the Act.**

- ~~17.12 Subject to clause 17.7, in cases of urgency, a motion to alter or rescind a resolution of the council may be moved at the same meeting at which the resolution was adopted, where:~~

(a) a notice of motion signed by three councillors is submitted to the chairperson at the meeting, and

~~(b) a motion to have the motion considered at the meeting is passed, and~~

(b) the council resolves to deal with the motion at the meeting on the grounds that it is urgent and requires a decision by the council before the next scheduled ordinary meeting of the council.

17.13 A motion moved under clause 17.12(b) can be moved without notice. Despite any other provision of this code, only the mover of a motion referred to in clause 17.12(b) and the chairperson, if they are not the mover of the motion, can speak to the motion before it is put.

17.14 A resolution adopted under clause 17.12(b) must state the reasons for the urgency.

Recommitting resolutions to correct an error

17.15 Despite the provisions of this Part, a councillor may, with the leave of the chairperson, move to recommit a resolution adopted at the same meeting:

- (a) to correct any error, ambiguity or imprecision in the council's resolution, or
- (b) to confirm the voting on the resolution.

17.16 In seeking the leave of the chairperson to move to recommit a resolution for the purposes of clause 17.15(a), the councillor is to propose alternative wording for the resolution.

17.17 The chairperson must not grant leave to recommit a resolution for the purposes of clause 17.15(a), unless they are satisfied that the proposed alternative wording of the resolution would not alter the substance of the resolution previously adopted at the meeting.

17.18 A motion moved under clause 17.15 can be moved without notice. Despite any other provision of this code, only the mover of a motion referred to in clause 17.15 and the chairperson, if they are not the mover of the motion, can speak to the motion before it is put.

17.19 A motion of dissent cannot be moved against a ruling by the chairperson under clause 17.15.

17.20 A motion moved under clause 17.15 with the leave of the chairperson cannot be voted on unless or until it has been seconded.

## 18 TIME LIMITS ON COUNCIL MEETINGS

~~18.1 Meetings of the council and committees of the council are to conclude at a time the council may from time to time determine.~~

18.1 Meetings of the council and committees of the council are to conclude no later than **11.00pm**. If the business of the meeting is unfinished at **11:00 pm**, the council or the committee may, by resolution, extend the time of the meeting.

18.2 If the business of the meeting is unfinished **at 12 midnight** ~~time the council has determined~~, and the council does not resolve to extend the meeting, the chairperson must either:

- (a) defer consideration of the remaining items of business on the agenda to the next ordinary meeting of the council, or
- (b) adjourn the meeting to a time, date and place fixed by the chairperson.

18.3 Clause 18.2 does not limit the ability of the council or a committee of the council to resolve to adjourn a meeting at any time. The resolution adjourning the meeting must fix the time, date and place that the meeting is to be adjourned to.

18.4 Where a meeting is adjourned under clause 18.2 or 18.3, the general manager must:

- (a) individually notify each councillor of the time, date and place at which the meeting will reconvene, and
- (b) publish the time, date and place at which the meeting will reconvene on the council's website and in such other manner that the general manager is satisfied is likely to bring notice of the time, date and place of the reconvened meeting to the attention of as many people as possible.

## 19 AFTER THE MEETING

### Minutes of meetings

19.1 The council is to keep full and accurate minutes of the proceedings of meetings of the council.

**Note: Clause 19.1 reflects section 375(1) of the Act.**

19.2 At a minimum, the general manager must ensure that the following matters are recorded in the council's minutes:

- (a) the names of councillors attending a council meeting and whether they attended the meeting in person or by audio-visual link,
- (b) details of each motion moved at a council meeting and of any amendments moved to it,
- (c) the names of the mover and seconder of the motion or amendment,
- (d) whether the motion or amendment was passed or lost, and
- (e) such other matters specifically required under this code.

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- 19.3 The minutes of a council meeting must be confirmed at a subsequent meeting of the council.

**Note:** Until such time that the minutes have been confirmed, the words 'Unconfirmed' are added via a watermark prior to publishing on Councils website. This watermark is removed from the minutes once they are confirmed.

**Note:** Clause 19.3 reflects section 375(2) of the Act.

- 19.4 Any debate on the confirmation of the minutes is to be confined to whether the minutes are a full and accurate record of the meeting they relate to.

- 19.5 When the minutes have been confirmed, they are to be signed by the person presiding at the subsequent meeting.

**Note:** Clause 19.5 reflects section 375(2) of the Act.

- 19.6 The confirmed minutes of a meeting may be amended to correct typographical or administrative errors after they have been confirmed. Any amendment made under this clause must not alter the substance of any decision made at the meeting.

- 19.7 The confirmed minutes of a council meeting must be published on the council's website. This clause does not prevent the council from also publishing unconfirmed minutes of its meetings on its website prior to their confirmation.

Access to correspondence and reports laid on the table at, or submitted to, a meeting

- 19.8 The council and committees of the council must, during or at the close of a meeting, or during the business day following the meeting, give reasonable access to any person to inspect correspondence and reports laid on the table at, or submitted to, the meeting.

**Note:** Clause 19.8 reflects section 11(1) of the Act.

- 19.9 Clause 19.8 does not apply if the correspondence or reports relate to a matter that was received or discussed or laid on the table at, or submitted to, the meeting when the meeting was closed to the public.

**Note:** Clause 19.9 reflects section 11(2) of the Act.

- 19.10 Clause 19.8 does not apply if the council or the committee resolves at the meeting, when open to the public, that the correspondence or reports are to be treated as confidential because they relate to a matter specified in section 10A(2) of the Act.

**Note:** Clause 19.10 reflects section 11(3) of the Act.

- 19.11 Correspondence or reports to which clauses 19.9 and 19.10 apply are to be marked with the relevant provision of section 10A(2) of the Act that applies to the correspondence or report.

Implementation of decisions of the council

- 19.12 The general manager is to implement, without undue delay, lawful decisions of the council.

**Note: Clause 19.12 reflects section 335(b) of the Act.**

## **20 COUNCIL COMMITTEES**

Application of this Part

- 20.1 This Part only applies to committees of the council whose members are all councillors.

Council committees whose members are all councillors

- 20.2 The council may, by resolution, establish such committees as it considers necessary.

- 20.3 A committee of the council is to consist of the mayor and such other councillors as are elected by the councillors or appointed by the council.

- 20.4 The quorum for a meeting of a committee of the council is to be:

- (a) such number of members as the council decides, or
- (b) if the council has not decided a number – a majority of the members of the committee.

Functions of committees

- 20.5 The council must specify the functions of each of its committees when the committee is established but may from time to time amend those functions.

Notice of committee meetings

- 20.6 The general manager must send to each councillor, regardless of whether they are a committee member, at least three (3) days before each meeting of the committee, a notice specifying:

- (a) the time, date and place of the meeting, and
- (b) the business proposed to be considered at the meeting.

- 20.7 Notice of less than three (3) days may be given of a committee meeting called in an emergency.

Non-members entitled to attend committee meetings

- 20.8 A councillor who is not a member of a committee of the council is entitled to attend, and to speak at a meeting of the committee. However, the councillor is not entitled:
- (a) to give notice of business for inclusion in the agenda for the meeting, or
  - (b) to move or second a motion at the meeting, or
  - (c) to vote at the meeting.

Chairperson and deputy chairperson of council committees

- 20.9 The chairperson of each committee of the council must be:
- (a) the mayor, or
  - (b) if the mayor does not wish to be the chairperson of a committee, a member of the committee elected by the council, or
  - (c) if the council does not elect such a member, a member of the committee elected by the committee.
- 20.10 The council may elect a member of a committee of the council as deputy chairperson of the committee. If the council does not elect a deputy chairperson of such a committee, the committee may elect a deputy chairperson.
- 20.11 If neither the chairperson nor the deputy chairperson of a committee of the council is able or willing to preside at a meeting of the committee, the committee must elect a member of the committee to be acting chairperson of the committee.
- 20.12 The chairperson is to preside at a meeting of a committee of the council. If the chairperson is unable or unwilling to preside, the deputy chairperson (if any) is to preside at the meeting. If neither the chairperson nor the deputy chairperson is able or willing to preside, the acting chairperson is to preside at the meeting.

Procedure in committee meetings

- 20.13 Subject to any specific requirements of this code, each committee of the council may regulate its own procedure. The provisions of this code are to be taken to apply to all committees of the council.
- 20.14 Whenever the voting on a motion put to a meeting of the committee is equal, the chairperson of the committee is to have a casting vote as well as an original vote unless the council or the committee determines otherwise in accordance with clause 20.13.

~~20.15 A motion at a committee of a joint organisation is taken to be lost in the event of an equality of votes.~~

~~**Note: Clause 20.15 reflects section 397E of the Regulation. Joint organisations must adopt clause 20.15 and omit clause 20.14. Councils must not adopt clause 20.15.**~~

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**20.15 Deleted – Not applicable – For joint organisations**

- 20.16 Voting at a council committee meeting is to be by open means (such as on the voices, by show of hands or by a visible electronic voting system).

**Mayoral minutes**

- 20.17 The provisions of this code relating to mayoral minutes also apply to meetings of committees of the council in the same way they apply to meetings of the council.

Closure of committee meetings to the public

- 20.18 The provisions of the Act and Part 14 of this code apply to the closure of meetings of committees of the council to the public in the same way they apply to the closure of meetings of the council to the public.
- 20.19 If a committee of the council passes a resolution, or makes a recommendation, during a meeting, or a part of a meeting that is closed to the public, the chairperson must make the resolution or recommendation public as soon as practicable after the meeting or part of the meeting has ended and report the resolution or recommendation to the next meeting of the council. The resolution or recommendation must also be recorded in the publicly available minutes of the meeting.
- 20.20 Resolutions passed during a meeting, or a part of a meeting that is closed to the public must be made public by the chairperson under clause 20.19 during a part of the meeting that is livestreamed where practicable.

- 20.21 The general manager must cause business papers for items of business 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.

- 20.22 The general manager must consult with the committee and any other affected persons before publishing information on the council's website under clause 20.21 and provide reasons for why the information has ceased to be confidential.

Disorder in committee meetings

- 20.23 The provisions of the Act, the Regulation, and this code relating to the maintenance of order in council meetings apply to meetings of committees of the council in the same way they apply to meetings of the council.

Minutes of council committee meetings

- 20.24 Each committee of the council is to keep full and accurate minutes of the proceedings of its meetings. At a minimum, a committee must ensure that the following matters are recorded in the committee's minutes:

- (a) the names of councillors attending a meeting and whether they attended the meeting in person or by audio-visual link,
- (b) details of each motion moved at a meeting and of any amendments moved to it,
- (c) the names of the mover and seconder of the motion or amendment,
- (d) whether the motion or amendment was passed or lost, and
- (e) such other matters specifically required under this code.

~~20.25 All voting at meetings of committees of the council (including meetings that are closed to the public), must be recorded in the minutes of meetings with the names of councillors who voted for and against each motion or amendment, (including the use of the casting vote), being recorded.~~

20.25 Deleted clause 20.25.

- 20.26 The minutes of meetings of each committee of the council must be confirmed at a subsequent meeting of the committee.

**Note:** Until such time that the minutes have been confirmed, the words 'Unconfirmed' are added via a watermark prior to publishing on Councils website. This watermark is removed from the minutes once they are confirmed.

- 20.27 Any debate on the confirmation of the minutes is to be confined to whether the minutes are a full and accurate record of the meeting they relate to.
- 20.28 When the minutes have been confirmed, they are to be signed by the person presiding at the subsequent meeting.
- 20.29 The confirmed minutes of a meeting may be amended to correct typographical or administrative errors after they have been confirmed. Any amendment made under this clause must not alter the substance of any decision made at the meeting.
- 20.30 The confirmed minutes of a meeting of a committee of the council must be published on the council's website. This clause does not prevent the council from also publishing unconfirmed minutes of meetings of committees of the council on its website prior to their confirmation.

## 21 IRREGULARITIES

- 21.1 Proceedings at a meeting of a council or a council committee are not invalidated because of:
- (a) a vacancy in a civic office, or
  - (b) a failure to give notice of the meeting to any councillor or committee member, or
  - (c) any defect in the election or appointment of a councillor or committee member, or
  - (d) a failure of a councillor or a committee member to declare a conflict of interest, or to refrain from the consideration or discussion of, or vote on, the relevant matter, at a council or committee meeting in accordance

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- (e) with the council's code of conduct, or  
a failure to comply with this code.

**Note: Clause 21.1 reflects section 374 of the Act.**

## **22 TASK GROUPS, WORKING PARTIES AND ADVISORY COMMITTEES**

### Task Groups and Working Parties

- 22.1 The Council may appoint a group of Councillors and staff members to investigate a specific proposal and to report to the Council or appropriate Committee.
- 22.2 The Council shall determine the terms of reference for the Task Group or Working Party, such to clearly state:
  - (a) the specific issues to be addressed
  - (b) the time available to the Task Group or Working Party to complete its investigation
- 22.3 The Task Group or Working Party shall have the power to regulate its own procedures and need only report to the Council or Committee when a decision on policy or resources is required.
- 22.4 The Task Group or Working Party shall be disbanded after the terms of reference have been completed.  
  
**Note:** The General Manager appoints staff member representatives on Task Groups and Working Parties.
- 22.5 A Task Group or Working Party which includes staff and/or community representatives may be closed to the public.

**Note: Clause 22.5 reflects section 10A(1) of the Act.**

### Advisory Committees

- 22.6 The Council may appoint a group of Councillors, staff and/or community representatives to undertake a particular administrative responsibility.
- 22.7 Where possible, community representatives on Advisory Committees shall be nominated by community organisations or through an expression of interest process.
- 22.8 The Council shall determine the terms of reference for the Advisory Committee.
- 22.9 Subject to the terms of reference, the Advisory Committee shall have power to regulate its own procedures.
- 22.10 Council can disband the Advisory Committee or alter its terms of reference and membership composition at any time.

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- 22.11 An Advisory Committee which includes staff and/or community representatives may be closed to the public.

**Note: Clause 22.11 reflects section 10A(1) of the Act.**

## 23 PETITIONS

- 23.1 Council affirms its belief in and supports the right of individuals or a body of individuals in the community to petition Council.
- 23.2 Petitions tabled by Councillors to duly convened Council Meeting are subject to consideration based on the following:

*“That the petition be received and noted and referred to the relevant department for consideration.”*

**Note: A motion to table a petition does not need a seconder, nor is debate allowed on the merits of the petition, with the mover of the motion only able to speak to the subject matter of the petition by way of introduction of the petition to the Council.**

**Note: Petitions are accepted and tabled in accordance with Council’s Petition Policy.**

## 24 DEFINITIONS

the Act	means the <i>Local Government Act 1993</i>
act of disorder	means an act of disorder as defined in clause 15.10 of this code
amendment	in relation to an original motion, means a motion moving an amendment to that motion
audio recorder	any device capable of recording speech
audio-visual link	means a facility that enables audio and visual communication between persons at different places
business day	means any day except Saturday or Sunday or any other day the whole or part of which is observed as a public holiday throughout New South Wales
chairperson	in relation to a meeting of the council – means the person presiding at the meeting as provided by section 369 of the Act and clauses 6.1 and 6.2 of this code, and in relation to a meeting of a committee – means the person presiding at the meeting as provided by clause 20.9 of this code
this code	means the council’s adopted code of meeting practice
committee of the council	means a committee established by the council in accordance with clause 20.2 of this code (being a committee consisting only of councillors) or the council when it has resolved itself into committee of the whole under clause 12.1

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council official	includes councillors, members of staff of a council, administrators, council committee members, delegates of council and any other person exercising functions on behalf of the council
day	means calendar day
division	means a request by two councillors under clause 11.7 of this code requiring the recording of the names of the councillors who voted both for and against a motion
foreshadowed amendment	means a proposed amendment foreshadowed by a councillor under clause 10.19 of this code during debate of the first amendment
Foreshadowed motion	means a motion foreshadowed by a councillor under clause 10.18 of this code during debate on an original motion
livestream	a video broadcast of a meeting transmitted across the internet concurrently with the meeting
open voting	means voting on the voices or by a show of hands or by a visible electronic voting system or similar means
planning decision	means a decision made in the exercise of a function of a council under the <i>Environmental Planning and Assessment Act 1979</i> including any decision relating to a development application, an environmental planning instrument, a development control plan, a planning agreement or a development contribution plan under that Act, but not including the making of an order under Division 9.3 of Part 9 of that Act
performance improvement order	means an order issued under section 438A of the Act
quorum	means the minimum number of councillors or committee members necessary to conduct a meeting
the Regulation	means the <i>Local Government (General) Regulation 2021</i>
year	means the period beginning 1 July and ending the following 30 June

## 25 CODE IMPLEMENTATION

### Policy responsibilities

- 25.1 The Code of Meeting Practice outlines the roles and responsibilities of all Council Officials involved, including the Mayor, Councillors, General Manager and 'all staff' as appropriate in the conduct of Council and Committee meetings.

The General Manager is responsible for embedding compliance within the Code of Meeting Practice.

DRAFT Code of Meeting Practice  
(based on Model Code of Meeting Practice for Local Councils in NSW 2025)

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The *Director City Performance and Manager Governance & Risk* is responsible for its implementation.

All *Council officials* have a responsibility to comply with this policy.

The *Director City Performance and/or Manager Governance & Risk* may have additional responsibilities such as maintaining a register, approving public forum requests to speak, accepting submissions or providing training.

#### Procedures

25.2 Procedures that support this Code, may be approved by the General Manager from time to time and address such issues as:

- Business paper process and related administrative workflow approvals
- Guide and application forms for public speakers
- Guide and application forms for written submissions.
- Guide the acceptance of petitions.

#### Breaches

25.3 Breaches of the Code of Meeting Practice may result in an investigation or complaint being received.

## **26 DOCUMENT CONTROL**

#### Review

26.1 In accordance with section 360 of the Act, within 12 months after an ordinary election of Councillors, Council must adopt a Code of Meeting Practice. The Code is reviewed when relevant legislation changes. Council will public exhibit a draft code in accordance with section 361 of the Act prior to adopting a Code.

The Council authorises the General Manager to reissue the Code without public exhibition to incorporate any amendments to relevant acts, regulations or formal advice from the NSW Office of Local Government. This authorisation also includes the ability to make minor administrative changes to the Code as required from time to time. Councillors will be notified of any amendments made to the Code of Meeting Practice by email and a copy of the Code recirculated.

The Manager Governance & Risk may approve non-significant and/or minor editorial amendments including document design that do not change the policy substance.

[Related documents/legislation](#)

26.2 Related documents/legislation:

- Local Government Act 1993
- Local Government (General) Regulation 2021
- Model Code of Meeting Practice for Local Councils in NSW (2025)

**27 VERSION HISTORY**

Version	Released Date	Author	Reason for Change
1.0	October 2025 (Draft)	Manager Governance & Risk	Draft Code of Meeting Practice based on Model Code of Meeting Practice for Local Councils in NSW 2025.

Department of Planning, Housing and Infrastructure  
Office of Local Government



## Circular to Councils

Subject/title	2025 Model Meeting Code
Circular Details	Circular No 25-20 / 29 August 2025 / A975455
Previous Circular	<u><i>Council Circular 24-23 Consultation on reforms to council meeting practices</i></u>
Who should read this	Mayors / Councillors / General Managers / Joint Organisation Executive Officers / Council governance staff
Contact	Council Governance Team / 02 4428 4100 / <a href="mailto:olg@olg.nsw.gov.au">olg@olg.nsw.gov.au</a>
Action required	Council to Implement

### What's new or changing?

- Following extensive consultation, the new 2025 Model Code of Meeting Practice for Local Councils in NSW (2025 Model Meeting Code) has been finalised.
- The new 2025 Model Meeting Code has been published in the Government Gazette and is expected to be prescribed under the Local Government (General) Regulation 2021 (the Regulation) shortly.
- The new 2025 Model Meeting Code is available on the Model Code of Meeting Practice for Local Councils in NSW webpage on the Office of Local Government's (OLG) website at [www.olg.nsw.gov.au](http://www.olg.nsw.gov.au).
- Among other changes, the mandatory provisions of the 2025 Model Meeting Code will prohibit pre-meeting briefings.
- Councils must also livestream meetings of the council and committees comprising wholly of councillors from 1 January 2026 using an audio-visual recording. Recordings of meetings must be published on the council's website for the balance of the council term or for 12 months, whichever is the later date.
- More detailed information about the changes to council meeting practices made by the 2025 Model Meeting Code is provided in the FAQ attached to this circular and available

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on the [Model Code of Meeting Practice for Local Councils in NSW](#) webpage on OLG's website.

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### What will this mean for council?

- Councils must adopt a code of meeting practice that incorporates the mandatory provisions of the 2025 Model Meeting Code no later than 31 December 2025.
- Transitional provisions in the Regulation will provide that if a council does not adopt a code of meeting practice that incorporates the mandatory provisions of the 2025 Model Meeting Code by 31 December 2025, from 1 January 2026, any provision of the council's code of meeting practice that is inconsistent with a mandatory provision of the 2025 Model Meeting Code will be automatically overridden by the relevant mandatory provision of the 2025 Model Meeting Code.
- Under section 361 of the *Local Government Act 1993* (the Act), before adopting a new code of meeting practice, councils must first exhibit a draft of the code of meeting practice for at least 28 days and provide members of the community at least 42 days in which to comment on the draft code.

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### Key points

- The 2025 Model Meeting Code has two elements:
  - mandatory provisions (indicated in black font), and
  - non-mandatory provisions (indicated in red font) covering areas of meeting practice that are common to most councils but where there may be a need for some variation in practice between councils based on local circumstances. The non-mandatory provisions also operate to set a benchmark based on what OLG sees as best practice for the relevant area of practice.
- The 2025 Model Meeting Code also applies to meetings of the boards of joint organisations and county councils. The provisions that are specific to meetings of boards of joint organisations are indicated in blue font.
- In adopting the 2025 Model Meeting Code, joint organisations should adapt it to substitute the terms "board" for "council", "chairperson" for "mayor", "voting representative" for "councillor" and "executive officer" for "general manager".
- In adopting the 2025 Model Meeting Code, county councils should adapt it to substitute the term "chairperson" for "mayor" and "member" for "councillor".



### Where to go for further information

- The 2025 Model Meeting Code is available on the Model Code of Meeting Practice for Local Councils in NSW webpage of OLG's website at [www.olg.nsw.gov.au](http://www.olg.nsw.gov.au).
- More information about the 2025 Model Meeting Code and guidance on its adoption is provided in the FAQ attached to this circular and available on the Model Code of Meeting Practice for Local Councils in NSW webpage of OLG's website.
- A webinar will be held in October to support councils in adopting the new Model Code of Meeting Practice. Notice will be provided to enable councils to register.
- For more information, contact the Council Governance Team by telephone on 02 4428 4100 or by email at [olg@olg.nsw.gov.au](mailto:olg@olg.nsw.gov.au).

A handwritten signature in blue ink, appearing to read "Brett Whitworth".

**Brett Whitworth**  
**Deputy Secretary**  
**Office of Local Government**

## 2025 Model Meeting Code - FAQ

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### Implementation of the 2025 Model Meeting Code

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#### **When must the 2025 Model Meeting Code be adopted?**

- Councils must adopt a code of meeting practice that incorporates the mandatory provisions of the 2025 Model Meeting Code no later than 31 December 2025.

#### **What happens if the 2025 Model Meeting Code is not adopted by 31 December 2025?**

- Transitional provisions in the Local Government (General) Regulation 2021 (the Regulation) provide that if a council does not adopt a code of meeting practice that incorporates the mandatory provisions of the 2025 Model Meeting Code by 31 December 2025, then from 1 January 2026, any provision of the council's code of meeting practice that is inconsistent with a mandatory provision of the 2025 Model Meeting Code will be automatically overridden by the relevant mandatory provision of the 2025 Model Meeting Code.

#### **Are councils required to adopt the non-mandatory provisions of the 2025 Model Meeting Code?**

- No. The non-mandatory provisions of the 2025 Model Meeting Code cover areas of meeting practice that are common to most councils but where there may be a need for some variation in practice between councils based on local circumstances. The non-mandatory provisions also operate to set a benchmark based on what OLG sees as best practice for the relevant area of practice.
- Councils are free to omit the non-mandatory provisions or to adapt them to meet their needs.

#### **Can councils include supplementary provisions in their adopted code of meeting practice?**

- Yes. There is nothing to prevent councils from including supplementary provisions in their adopted code of meeting practice to meet their needs, provided the supplementary provisions are not inconsistent with the mandatory provisions of the 2025 Model Meeting Code.

## 2025 Model Meeting Code - FAQ



### **Are joint organisations and county councils required to adopt the 2025 Model Meeting Code?**

- Yes. The 2025 Model Meeting Code also applies to meetings of the boards of joint organisations and county councils.
- The provisions of the 2025 Model Meeting Code that are specific to meetings of boards of joint organisations are indicated in blue font.
- In adopting the 2025 Model Meeting Code, joint organisations should adapt it to substitute the terms “board” for “council”, “chairperson” for “mayor”, “voting representative” for “councillor” and “executive officer” for “general manager”.
- In adopting the 2025 Model Meeting Code, county councils should adapt it to substitute the term “chairperson” for “mayor” and “member” for “councillor”.

### **What consultation must councils do before adopting a code of meeting practice?**

- Under section 361 of the *Local Government Act 1993* (the Act), before adopting a new code of meeting practice, councils must first exhibit a draft of the code of meeting practice for at least 28 days and provide members of the community at least 42 days in which to comment on the draft code.
- This requirement does not apply to joint organisations.

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## What are the key changes?

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A key focus of the changes made to the 2025 Model Meeting Code is 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.

The following is a summary of the key changes. It is not an exhaustive list of all the changes that have been made.

### **Extraordinary meetings**

- The mayor may now call an extraordinary meeting without the need to obtain the signature of two councillors.

### **Dealing with urgent business at meetings**

- The process for dealing with urgent business at both ordinary and extraordinary meetings has been simplified.
- Business may be considered at a meeting at which all councillors are present, even though due notice has not been given of the business, if the council resolves

## 2025 Model Meeting Code - FAQ



to deal with the business on the grounds that it is urgent and requires a decision by the council before the next scheduled ordinary meeting of the council. The resolution must state the reasons for the urgency.

- If all councillors are not present at the meeting, the chairperson must also rule that the business is urgent and requires a decision by the council before the next scheduled ordinary meeting.

### **Prohibition on pre-meeting briefing sessions**

- The 2025 Model Meeting Code prohibits briefing sessions being held to brief councillors on business listed on the agenda for meetings of the council or committees of the council.
- The prohibition on briefing sessions does not prevent a councillor from requesting information from the general manager about a matter to be considered at a meeting, provided the information is also available to the public. The information must be provided in a way that does not involve any discussion of the information.

### **Public forums**

- The public forum provisions are now mandatory but leave it to councils to determine whether to hold public forums before council and committee meetings.
- Councils are also free to determine the rules under which public forums are to be conducted and when they are to be held. OLG will be issuing model best practice public forum rules that councils can use if they choose to.
- Public forums must be livestreamed.

### **Councillors' attendance at meetings by audio-visual link**

- The provisions governing attendance by councillors at meetings by audio-visual link have been made mandatory and the option to attend meetings by audio-visual link has been restricted to where councillors are prevented from attending a meeting in person because of ill-health or other medical reasons or because of unforeseen caring responsibilities.

### **Absences from council meetings**

- Changes have been made to the provisions governing absences from meetings.
- Where councillors are unable to attend one or more meetings of the council or committees of the council, the new provisions encourage them to:
  - submit an apology for the meetings they are unable to attend,
  - state the reasons for their absence from the meetings, and

## 2025 Model Meeting Code - FAQ



- request that the council grant them a leave of absence from the relevant meetings.
- Where a councillor makes an apology, the council must determine by resolution whether to grant the councillor a leave of absence for the meeting. Councils are required to act reasonably when deciding whether to grant a leave of absence to a councillor. To ensure accountability, if the council resolves not to grant a leave of absence for the meeting, it must state the reasons for its decision in its resolution.

### **Livestreaming meetings**

- As of 1 January 2026, councils are required to livestream their meetings using an audio-visual recording.
- Recordings of meetings must be published on the council's website for the balance of the council's term or for 12 months, whichever is the later date.
- OLG will be issuing updated guidance on the livestreaming of meetings.

### **New rules of etiquette at meetings**

- Councils may determine standards of dress for councillors when attending meetings.
- Where physically able to, councillors and staff are encouraged to stand when the mayor enters the chamber and when addressing the meeting.
- The 2025 Model Meeting Code prescribes modes of address.

### **Mayoral minutes**

- The restrictions on mayoral minutes under the previous code have been removed. A mayoral minute may be put to a meeting without notice on any matter or topic that the mayor determines should be considered at the meeting.

### **Rules of debate**

- The rules of debate have been simplified and the rules governing the foreshadowing of motions and amendments have been removed. It remains open to councillors to foreshadow that they intend to move an amendment during the debate, but there are no longer formal rules governing this.
- An amendment has been made to clarify that there is nothing to prevent a further motion from being moved at a meeting on the same item of business where the original motion is lost, provided the motion is not substantially the same as the one that was lost.

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- Councils will no longer have the option of reducing the duration of speeches to less than 5 minutes. However, councils continue to have other options to expedite business at meetings such as moving that a motion be put where the necessary conditions have been satisfied and to resolve to deal with items by exception.

### **Voting on planning decisions**

- Consistent with the Independent Commission Against Corruption's (ICAC) recommendations, a council or a council committee must not make a final planning decision at a meeting without receiving a staff report containing an assessment and recommendation in relation to the matter put before the council for a decision.
- 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.

### **Representations by the public on the closure of meetings**

- In the interests of simplifying the code, the rules governing representations by the public on the closure of meetings have been removed. However, there is nothing to prevent councils from adopting their own rules on this. OLG will be issuing model best practice rules for public representations that councils can use if they choose to.

### **Making information considered at closed meetings public**

- Consistent with ICAC's recommendation, the general manager must publish business papers for items of business considered during meetings that have been closed to public on the council's website as soon as practicable after the information contained in the business papers ceases to be confidential.
- Before publishing this information, the general manager must consult with the council and any other affected persons and provide reasons for why the information has ceased to be confidential.

### **Dealing with disorder**

- Councils will be required to determine on the adoption of the new code and at the commencement of each council term, whether to authorise the person presiding at a meeting to exercise a power of expulsion.
- The definition of acts of disorder by councillors have changed. The following constitute acts of disorder under the Regulation and the 2025 Model Meeting Code:

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- contravening the Act, the Regulation, or the council's code of meeting practice,
  - assaulting, or threatening to assault, another councillor or person present at the meeting,
  - moving or attempting to move a motion or an amendment that has an unlawful purpose, or deals with a matter that is outside the jurisdiction of the council or committee or addressing or attempting to address the council or committee on or such a motion, amendment or matter,
  - using offensive or disorderly words,
  - making gestures or otherwise behaving in a way that is sexist, racist, homophobic or otherwise discriminatory, or if the behaviour occurred in the Legislative Assembly, would be considered disorderly,
  - imputing improper motives, or unfavourably personally reflecting, on another council official or a person present at the meeting, or
  - saying or doing anything that would promote disorder at the meeting or is otherwise inconsistent with maintaining order at the meeting.
- Where a councillor fails to remedy an act of disorder at the meeting at which it occurs, they can be required to do so at each subsequent meeting until they remedy the act of disorder. On each occasion the councillor fails to comply with a direction by the chairperson to remedy an act of disorder, they can be expelled from the meeting and each subsequent meeting until they comply.
- Members of the public can be expelled from meetings for engaging in disorderly conduct. Disorderly conduct includes:
  - speaking at meetings without being invited to,
  - bringing flags, signs or protest symbols to meetings,
  - disrupting meetings,
  - making unauthorised recordings of meetings.
- The 2025 Model Meeting Code notes that failure by a councillor or members of the public to leave a meeting when expelled is an offence under section 660 of the Act. Section 660 provides that a person who wilfully obstructs a council, councillor, employee of a council or a duly authorised person in the exercise of any function under the Act, or Regulation is guilty of an offence. An offence under section 660 carries a maximum fine of \$2,100.



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**Committees**

- Meetings of committees of a council whose membership comprises only of councillors must be conducted in accordance with the council's adopted meeting code. Such committees will no longer have the option of determining that rules under the council's meeting code do not apply to them.

Department of Planning,  
Housing and Infrastructure  
Office of Local Government



# The model code of meeting practice for local councils in NSW

August 2025

[olg.nsw.gov.au](http://olg.nsw.gov.au)

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# 1 Introduction

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This Model Code of Meeting Practice for Local Councils in NSW (the Model Meeting Code) is prescribed under section 360 of the *Local Government Act 1993* (the Act) and the *Local Government (General) Regulation 2021* (the Regulation).

The Model Meeting Code applies to all meetings of councils and committees of councils of which all the members are councillors (committees of council). Council committees whose members include persons other than councillors may adopt their own rules for meetings unless the council determines otherwise.

Councils must adopt a code of meeting practice that incorporates the mandatory provisions of the Model Meeting Code.

A council's adopted code of meeting practice may also incorporate the non-mandatory provisions of the Model Meeting Code and other supplementary provisions. However, a code of meeting practice adopted by a council must not contain provisions that are inconsistent with the mandatory provisions of this Model Meeting Code.

The provisions of the Model Meeting Code that are not mandatory are indicated in **red font**.

A council and a committee of the council of which all the members are councillors must conduct its meetings in accordance with the code of meeting practice adopted by the council.

The Model Meeting Code also applies to meetings of the boards of joint organisations and county councils. The provisions that are specific to meetings of boards of joint organisations are indicated in **blue font**.

In adopting the Model Meeting Code, joint organisations should adapt it to substitute the terms “board” for “council”, “chairperson” for “mayor”, “voting representative” for “councillor” and “executive officer” for “general manager”.

In adopting the Model Meeting Code, county councils should adapt it to substitute the term “chairperson” for “mayor” and “member” for “councillor”.

## 2 Meeting principles

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### 2.1 Council and committee meetings should be:

- |                     |   |
|---------------------|---|
| <i>Transparent:</i> | Decisions are made in a way that is open and accountable.   |
| <i>Informed:</i>    | Decisions are made based on relevant, quality information.  |
| <i>Inclusive:</i>   | Decisions respect the diverse needs and interests of the local community.   |
| <i>Principled:</i>  | Decisions are informed by the principles prescribed under Chapter 3 of the Act.   |
| <i>Trusted:</i>     | The community has confidence that councillors and staff act ethically and make decisions in the interests of the whole community. |
| <i>Effective:</i>   | Meetings are well organised, effectively run and skilfully chaired.   |
| <i>Orderly:</i>     | Councillors, staff and meeting attendees behave in a way that contributes to the orderly conduct of the meeting.                  |

**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 in the context of NSW local government, including in relation to council meetings. The Guidelines have been issued under section 23A of the Act meaning councils must consider them when exercising their functions at meetings.

## 3 Before the meeting

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### Timing of ordinary council meetings

- 3.1 The council shall, by resolution, set the frequency, time, date and place of its ordinary meetings.

**Note:** Under section 365 of the Act, councils are required to meet at least ten (10) times each year, each time in a different month unless the Minister for Local Government has approved a reduction in the number of times that a council is required to meet each year under section 365A.

**Note:** Under section 396 of the Act, county councils are required to meet at least four (4) times each year.

**Note:** Under section 400T of the Act, boards of joint organisations are required to meet at least four (4) times each year, each time in a different quarter of the year.

**Note:** Under clause 13 of Schedule 11 of the Act, councils that have been designated as a rural and remote council under the Regulation are required to meet at least four (4) times each year, each time in a different quarter of the year.

### Extraordinary meetings

- 3.2 If the mayor receives a request in writing, signed by at least two (2) councillors, the mayor must call an extraordinary meeting of the council to be held as soon as practicable, but in any event, no more than fourteen (14) days after receipt of the request. The mayor can be one of the two councillors requesting the meeting.

**Note:** Clause 3.2 reflects section 366 of the Act.

- 3.3 The mayor may call an extraordinary meeting without the need to obtain the signature of two (2) councillors.

### Notice to the public of council meetings

- 3.4 The council must give notice to the public of the time, date and place of each of its meetings, including extraordinary meetings, and of each meeting of committees of the council.

**Note:** Clause 3.4 reflects section 9(1) of the Act.

- 3.5 For the purposes of clause 3.4, notice of a meeting of the council and of a committee of council must be published before the meeting takes place. The notice must be published on the council's website, and in such other manner that the council is satisfied is likely to bring notice of the meeting to the attention of as many people as possible.

- 3.6 For the purposes of clause 3.4, notice of more than one (1) meeting may be given in the same notice.

## Notice to councillors of ordinary council meetings

- 3.7 The general manager must send to each councillor, at least three (3) days before each meeting of the council, a notice specifying the time, date and place at which the meeting is to be held, and the business proposed to be considered at the meeting.

**Note:** Clause 3.7 reflects section 367(1) of the Act.

- 3.8 The notice and the agenda for, and the business papers relating to, the meeting may be given to councillors in electronic form, unless the council determines otherwise, but only if all councillors have facilities to access the notice, agenda and business papers in that form.

**Note:** Clause 3.8 reflects section 367(3) of the Act.

## Notice to councillors of extraordinary meetings

- 3.9 Notice of less than three (3) days may be given to councillors of an extraordinary meeting of the council in cases of emergency.

**Note:** Clause 3.9 reflects section 367(2) of the Act.

## Giving notice of business to be considered at council meetings

- 3.10 A councillor may give notice of any business they wish to be considered by the council at its next ordinary meeting by way of a notice of motion. To be included on the agenda of the meeting, the notice of motion must be in writing and must be submitted within such reasonable time before the meeting is to be held as determined by the council.

- 3.11 A councillor may, in writing to the general manager, request the withdrawal of a notice of motion submitted by them prior to its inclusion in the agenda and business paper for the meeting at which it is to be considered.

## Questions with notice

- 3.12 A councillor may, by way of a notice submitted under clause 3.10, ask a question for response by the general manager about the performance or operations of the council.

- 3.13 A councillor is not permitted to ask a question with notice under clause 3.12 that would constitute an act of disorder.

- 3.14 The general manager or their nominee may respond to a question with notice submitted under clause 3.12 by way of a report included in the business papers for the relevant meeting of the council.

## Agenda and business papers for ordinary meetings

- 3.15 The general manager must cause the agenda for a meeting of the council or a committee of the council to be prepared as soon as practicable before the meeting.
- 3.16 The general manager must ensure that the agenda for an ordinary meeting of the council states:
- all matters to be dealt with arising out of the proceedings of previous meetings of the council, and
  - if the mayor is the chairperson – any matter or topic that the chairperson proposes, at the time when the agenda is prepared, to put to the meeting, and
  - all matters, including matters that are the subject of staff reports and reports of committees, to be considered at the meeting, and
  - any business of which due notice has been given under clause 3.10.
- 3.17 Nothing in clause 3.16 limits the powers of the mayor to put a mayoral minute to a meeting without notice under clause 9.7.
- 3.18 The general manager must not include in the agenda for a meeting of the council any business of which due notice has been given if, in the opinion of the general manager, the business is, or the implementation of the business would be, unlawful. The general manager must report, without giving details of the item of business, any such exclusion to the next meeting of the council.
- 3.19 Where the agenda includes the receipt of information or discussion of other matters that, in the opinion of the general manager, is likely to take place when the meeting is closed to the public, the general manager must ensure that the agenda of the meeting:
- identifies the relevant item of business and indicates that it is of such a nature (without disclosing details of the information to be considered when the meeting is closed to the public), and
  - states the grounds under section 10A(2) of the Act relevant to the item of business.
- Note:** Clause 3.19 reflects section 9(2A)(a) of the Act.
- 3.20 The general manager must ensure that the details of any item of business which, in the opinion of the general manager, is likely to be considered when the meeting is closed to the public, are included in a business paper provided to councillors for the meeting concerned. Such details must not be included in the business papers made available to the public and must not be disclosed by a councillor or by any other person to another person who is not authorised to have that information.

## Availability of the agenda and business papers to the public

- 3.21 Copies of the agenda and the associated business papers, such as correspondence and reports for meetings of the council and committees of council, are to be published on the council's website, and must be made available to the public for inspection, or for taking away by any person free of charge at the offices of the council, at the relevant meeting and at such other venues determined by the council.
- Note:** Clause 3.21 reflects section 9(2) and (4) of the Act.
- 3.22 Clause 3.21 does not apply to the business papers for items of business identified under clause 3.19 as being likely to be considered when the meeting is closed to the public.
- Note:** Clause 3.22 reflects section 9(2A)(b) of the Act.
- 3.23 For the purposes of clause 3.21, copies of agendas and business papers must be published on the council's website and made available to the public at a time that is as close as possible to the time they are available to councillors.
- Note:** Clause 3.23 reflects section 9(3) of the Act.
- 3.24 A copy of an agenda, or of an associated business paper made available under clause 3.21, may in addition be given or made available in electronic form unless the council determines otherwise.
- Note:** Clause 3.24 reflects section 9(5) of the Act.



## Agenda and business papers for extraordinary meetings

- 3.25 The council must ensure that the agenda for an extraordinary meeting of the council deals only with the matters stated in the notice of the meeting.
- 3.26 Nothing in clause 3.25 limits the powers of the mayor to put a mayoral minute to an extraordinary meeting without notice under clause 9.7.
- 3.27 Despite clause 3.25, business may be considered at an extraordinary meeting of the council at which all councillors are present, even though due notice has not been given of the business, 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 meeting of the council. A resolution adopted under this clause must state the reasons for the urgency.
- 3.28 A motion moved under clause 3.27 can be moved without notice but only after the business notified in the agenda for the extraordinary meeting has been dealt with. Despite any other provision of this code, only the mover of a motion moved under clause 3.27, and the chairperson, if they are not the mover of the motion, can speak to the motion before it is put.
- 3.29 If all councillors are not present at the extraordinary meeting, the council may only deal with business at the meeting that councillors have not been given due notice of, where a resolution is adopted in accordance with clause 3.27 and the chairperson also rules that the business is urgent and requires a decision by the council before the next scheduled ordinary meeting.
- 3.30 A motion of dissent cannot be moved against a ruling of the chairperson under clause 3.29 on whether a matter is urgent.

## Prohibition of pre-meeting briefing sessions

- 3.31 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.

**Note:** The prohibition on the holding of briefing sessions under clause 3.31 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. Pre-meeting briefing sessions are inconsistent with the principles of transparency, accountability and public participation and have the potential to undermine confidence in the proper and lawful decision-making processes of the council.

- 3.32 Nothing in clause 3.31 prevents a councillor from requesting information from the general manager 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.

## 4 Public forums

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- 4.1 The council may hold a public forum prior to meetings of the council and committees of the council for the purpose of hearing oral submissions from members of the public on items of business to be considered at the meeting. Public forums may also be held prior to meetings of other committees of the council.
- 4.2 The council may determine the rules under which public forums are to be conducted and when they are to be held.
- 4.3 The provisions of this code requiring the livestreaming of meetings also apply to public forums.

# 5 Coming together

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## Attendance by councillors at meetings

- 5.1 All councillors must make reasonable efforts to attend meetings of the council and of committees of the council of which they are members.

**Note:** A councillor may not attend a meeting as a councillor (other than the first meeting of the council after the councillor is elected or a meeting at which the councillor takes an oath or makes an affirmation of office) until they have taken an oath or made an affirmation of office in the form prescribed under section 233A of the Act.

- 5.2 The council may determine standards of dress for councillors when attending meetings.

- 5.3 A councillor cannot participate in a meeting of the council or of a committee of the council unless personally present at the meeting, unless permitted to attend the meeting by audio-visual link under this code.

- 5.4 The board of the joint organisation may, if it thinks fit, transact any of its business at a meeting at which representatives (or some representatives) participate by telephone or other electronic means, but only if any representative who speaks on a matter before the meeting can be heard by the other representatives. For the purposes of a meeting held in accordance with this clause, the chairperson and each other voting representative on the board have the same voting rights as they have at an ordinary meeting of the board.

**Note:** Clause 5.4 reflects section 397G of the Regulation. Joint organisations may adopt clause 5.4 and omit clause 5.3. Councils must not adopt clause 5.4.

- 5.5 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.

- 5.6 The council must not act unreasonably when considering whether to grant a councillor's request for a leave of absence.

- 5.7 Where a councillor makes an apology under clause 5.5, the council must determine by resolution whether to grant the councillor a leave of absence for the meeting for the purposes of section 234(1)(d) of the Act. If the council resolves not to grant a leave of absence for the meeting, it must state the reasons for its decision in its resolution.

- 5.8 A councillor's civic office will become vacant if the councillor is absent from three (3) consecutive ordinary meetings of the council without prior leave of the council, or leave granted by the council at any of the meetings concerned, unless the holder is absent because they have been suspended from office under the Act, or because the council has been suspended under the Act, or as a consequence of a compliance order under section 438HA.

**Note:** Clause 5.8 reflects section 234(1)(d) of the Act.

## The quorum for a meeting

- 5.9 The quorum for a meeting of the council is a majority of the councillors of the council who hold office at that time and are not suspended from office.

**Note:** Clause 5.9 reflects section 368(1) of the Act.

- 5.10 Clause 5.9 does not apply if the quorum is required to be determined in accordance with directions of the Minister in a performance improvement order issued in respect of the council.

**Note:** Clause 5.10 reflects section 368(2) of the Act.

- 5.11 A meeting of the council must be adjourned if a quorum is not present:

- a. at the commencement of the meeting where the number of apologies received for the meeting indicates that there will not be a quorum for the meeting, or
- b. within half an hour after the time designated for the holding of the meeting, or
- c. at any time during the meeting.

- 5.12 In either case, the meeting must be adjourned to a time, date, and place fixed:

- a. by the chairperson, or
- b. in the chairperson's absence, by the majority of the councillors present, or
- c. failing that, by the general manager.

- 5.13 The general manager must record in the council's minutes the circumstances relating to the absence of a quorum (including the reasons for the absence of a quorum) at or arising during a meeting of the council, together with the names of the councillors present.

- 5.14 Where, prior to the commencement of a meeting, it becomes apparent that a quorum may not be present at the meeting, or that the health, safety or welfare of councillors, council staff and members of the public may be put at risk by attending the meeting because of a natural disaster or a public health emergency, the mayor may, in consultation with the general manager and, as far as is practicable, with each councillor, cancel the meeting. Where a meeting is cancelled, notice of the cancellation must be published on the council's website and in such other manner that the council is satisfied is likely to bring notice of the cancellation to the attention of as many people as possible.

- 5.15 Where a meeting is cancelled under clause 5.14, the business to be considered at the meeting may instead be considered, where practicable, at the next ordinary meeting of the council or at an extraordinary meeting called by the mayor under clause 3.3.

## Meetings held by audio-visual link

- 5.16 A meeting of the council or a committee of the council may be held by audio-visual link where the mayor determines that the meeting should be held by audio-visual link because of a natural disaster or a public health emergency. The mayor may only make a determination under this clause where they are satisfied that attendance at the meeting may put the health and safety of councillors and staff at risk. The mayor must make a determination under this clause in consultation with the general manager and, as far as is practicable, with each councillor.
- 5.17 Where the mayor determines under clause 5.16 that a meeting is to be held by audio-visual link, the general manager must:
- give written notice to all councillors that the meeting is to be held by audio-visual link, and
  - take all reasonable steps to ensure that all councillors can participate in the meeting by audio-visual link, and
  - cause a notice to be published on the council's website and in such other manner the general manager is satisfied will bring it to the attention of as many people as possible, advising that the meeting is to be held by audio-visual link and providing information about where members of the public may view the meeting.
- 5.18 This code applies to a meeting held by audio-visual link under clause 5.16 in the same way it would if the meeting was held in person.

**Note:** Where a council holds a meeting by audio-visual link under clause 5.16, it is still required under section 10 of the Act to provide a physical venue for members of the public to attend in person and observe the meeting.

## Attendance by councillors at meetings by audio-visual link

- 5.19 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.
- 5.20 Clause 5.19 does not apply to meetings at which a mayoral election is to be held.
- 5.21 A request by a councillor for approval to attend a meeting by audio-visual link must be made in writing to the general manager prior to the meeting in question and must provide reasons why the councillor will be prevented from attending the meeting in person.
- 5.22 Councillors may request approval to attend more than one meeting by audio-visual link. Where a councillor requests approval to attend more than one meeting by audio-visual link, the request must specify the meetings the request relates to in addition to the information required under clause 5.21.
- 5.23 The council must comply with the Health Privacy Principles prescribed under the *Health Records and Information Privacy Act 2002* when collecting, holding, using and disclosing health information in connection with a request by a councillor to attend a meeting by audio-visual link.
- 5.24 A councillor who has requested approval to attend a meeting of the council or a committee of the council by audio-visual link may participate in the meeting by audio-visual link until the council or committee determines whether to approve their request and is to be taken as present at the meeting. The councillor may participate in a decision in relation to their request to attend the meeting by audio-visual link.
- 5.25 A decision whether to approve a request by a councillor to attend a meeting of the council or a committee of the council by audio-visual link must be made by a resolution of the council or the committee concerned. The resolution must state the meetings the resolution applies to.
- 5.26 If the council or committee refuses a councillor's request to attend a meeting by audio-visual link, their link to the meeting is to be terminated.

- 5.27 A decision whether to approve a councillor's request to attend a meeting by audio-visual link is at the council's or the relevant committee's discretion. The council and committees of the council must act reasonably when considering requests by councillors to attend meetings by audio-visual link.
- 5.28 The council and committees of the council may refuse a councillor's request to attend a meeting by audio-visual link where the council or committee is satisfied that the councillor has failed to appropriately declare and manage conflicts of interest, observe confidentiality or to comply with this code on one or more previous occasions they have attended a meeting of the council or a committee of the council by audio-visual link.
- 5.29 This code applies to a councillor attending a meeting by audio-visual link in the same way it would if the councillor was attending the meeting in person. Where a councillor is permitted to attend a meeting by audio-visual link under this code, they are to be taken as attending the meeting in person for the purposes of the code and will have the same voting rights as if they were attending the meeting in person.
- 5.30 A councillor must give their full attention to the business and proceedings of the meeting when attending a meeting by audio-visual link. The councillor's camera must be on at all times during the meeting except as may be otherwise provided for under this code.
- 5.31 A councillor must be appropriately dressed when attending a meeting by audio-visual link and must ensure that no items are within sight of the meeting that are inconsistent with the maintenance of order at the meeting or that are likely to bring the council or the committee into disrepute.

## Entitlement of the public to attend council meetings

- 5.32 Everyone is entitled to attend a meeting of the council and committees of the council. The council must ensure that all meetings of the council and committees of the council are open to the public.
- Note:** Clause 5.32 reflects section 10(1) of the Act.
- 5.33 Clause 5.32 does not apply to parts of meetings that have been closed to the public under section 10A of the Act.
- 5.34 A person (whether a councillor or another person) is not entitled to be present at a meeting of the council or a committee of the council if expelled from the meeting:
- by a resolution of the meeting, or
  - by the person presiding at the meeting if the council has, by resolution, authorised the person presiding to exercise the power of expulsion.

**Note:** Clause 5.34 reflects section 10(2) of the Act.

- 5.35 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.

**Note:** If adopted, clauses 15.15 and 15.16 confer a standing authorisation on all chairpersons of meetings of the council and committees of the council to expel persons from meetings. If adopted, clause 15.15 authorises chairpersons to expel any person, including a councillor, from a council or committee meeting. Alternatively, if adopted, clause 15.16 authorises chairpersons to expel persons other than councillors from a council or committee meeting.

## Livestreaming of meetings

- 5.36 Each meeting of the council or a committee of the council is to be recorded by means of an audio-visual device.
- 5.37 At the start of each meeting of the council or a committee of the council, the chairperson must inform the persons attending the meeting that:
- a. the meeting is being recorded and made publicly available on the council's website, and
  - b. persons attending the meeting should refrain from making any defamatory statements.
- 5.38 The recording of a meeting is to be made publicly available on the council's website at the same time as the meeting is taking place.
- 5.39 The recording of a meeting is to be made publicly available on the council's website for at least 12 months after the meeting or for the balance of the council's term, whichever is the longer period.
- 5.40 Clauses 5.36 - 5.39 do not apply to any part of a meeting that has been closed to the public in accordance with section 10A of the Act.
- Note:** Clauses 5.36 – 5.40 reflect section 236 of the Regulation.
- 5.41 Recordings of meetings may be disposed of in accordance with the *State Records Act 1998*.
- Note:** Joint organisations are not required to livestream their meetings but may choose to do so by adopting clauses 5.36–5.40. Joint organisations that choose not to livestream their meetings may omit clauses 5.36–5.40.

## Attendance of the general manager and other staff at meetings

- 5.42 The general manager is entitled to attend, but not to vote at, a meeting of the council or a meeting of a committee of the council of which all of the members are councillors.
- Note:** Clause 5.42 reflects section 376(1) of the Act.
- 5.43 The general manager is entitled to attend a meeting of any other committee of the council and may, if a member of the committee, exercise a vote.
- Note:** Clause 5.43 reflects section 376(2) of the Act.
- 5.44 The general manager may be excluded from a meeting of the council or a committee while the council or committee deals with a matter relating to the standard of performance of the general manager or the terms of employment of the general manager.
- Note:** Clause 5.44 reflects section 376(3) of the Act.
- 5.45 The attendance of other council staff at a meeting, (other than as members of the public) shall be determined by the general manager in consultation with the mayor.

## 6 The chairperson

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### The chairperson at meetings

- 6.1 The mayor, or at the request of or in the absence of the mayor, the deputy mayor (if any) presides at meetings of the council.

**Note:** Clause 6.1 reflects section 369(1) of the Act.

- 6.2 If the mayor and the deputy mayor (if any) are absent, a councillor elected to chair the meeting by the councillors present presides at a meeting of the council.

**Note:** Clause 6.2 reflects section 369(2) of the Act.

### Election of the chairperson in the absence of the mayor and deputy mayor

- 6.3 If no chairperson is present at a meeting of the council at the time designated for the holding of the meeting, the first business of the meeting must be the election of a chairperson to preside at the meeting.

- 6.4 The election of a chairperson must be conducted:

- a. by the general manager or, in their absence, an employee of the council designated by the general manager to conduct the election, or
- b. by the person who called the meeting or a person acting on their behalf if neither the general manager nor a designated employee is present at the meeting, or if there is no general manager or designated employee.

- 6.5 If, at an election of a chairperson, two (2) or more candidates receive the same number of votes and no other candidate receives a greater number of votes, the chairperson is to be the candidate whose name is chosen by lot.

- 6.6 For the purposes of clause 6.5, the person conducting the election must:

- a. arrange for the names of the candidates who have equal numbers of votes to be written on similar slips, and
- b. then fold the slips so as to prevent the names from being seen, mix the slips and draw one of the slips at random.

- 6.7 The candidate whose name is on the drawn slip is the candidate who is to be the chairperson.

- 6.8 Any election conducted under clause 6.3, and the outcome of the vote, are to be recorded in the minutes of the meeting.

### Chairperson to have precedence

- 6.9 When the chairperson rises or speaks during a meeting of the council:

- a. any councillor then speaking or seeking to speak must cease speaking and, if standing, immediately resume their seat, and
- b. every councillor present must be silent to enable the chairperson to be heard without interruption.



## 7 Modes of address

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- 7.1 Where physically able to, councillors and staff should stand when the mayor enters the chamber and when addressing the meeting.
- 7.2 If the chairperson is the mayor, they are to be addressed as 'Mr Mayor', 'Madam Mayor' or 'Mayor'.
- 7.3 If the chairperson is the deputy mayor, they are to be addressed as 'Mr Deputy Mayor', or 'Madam Deputy Mayor' or 'Deputy Mayor'.
- 7.4 Where the chairperson is not the mayor or deputy mayor, they are to be addressed as either 'Mr Chairperson' or 'Madam Chairperson' or 'Chair'.
- 7.5 A councillor is to be addressed as 'Councillor [surname]'.
- 7.6 A council officer is to be addressed by their official designation or as Mr/Ms/Mx [surname].

## 8 Order of business for ordinary council meetings

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- 8.1 At a meeting of the council, the general order of business is as fixed by resolution of the council.
- 8.2 The order of business as fixed under clause 8.1 may be altered for a particular meeting of the council if a motion to that effect is passed at that meeting. Such a motion can be moved without notice.
- Note:** If adopted, Part 13 allows council to deal with items of business by exception.
- 8.3 Despite any other provision of this code, only the mover of a motion referred to in clause 8.2 and the chairperson, if they are not the mover of the motion, can speak to the motion before it is put.

# 9 Consideration of business at council meetings

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## Business that can be dealt with at a council meeting

- 9.1 The council must not consider business at a meeting of the council:
- a. unless a councillor has given notice of the business, as required by clause 3.10, and
  - b. unless notice of the business has been sent to the councillors in accordance with clause 3.7 in the case of an ordinary meeting or clause 3.9 in the case of an extraordinary meeting called in an emergency.
- 9.2 Clause 9.1 does not apply to the consideration of business at a meeting, if the business:
- a. is already before, or directly relates to, a matter that is already before the council, or
  - b. is the election of a chairperson to preside at the meeting, or
  - c. is a matter or topic put to the meeting by way of a mayoral minute, or
  - d. is a motion for the adoption of recommendations of a committee of the council.
- 9.3 Despite clause 9.1, business may be considered at a meeting of the 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 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.
- 9.5 If all councillors are not present at a meeting, the council may only deal with business at the meeting that councillors have not been given due notice of, where a resolution is adopted in accordance with clause 9.3, and the chairperson also rules that the business is urgent and requires a decision by the council before the next scheduled ordinary meeting.
- 9.6 A motion of dissent cannot be moved against a ruling by the chairperson under clause 9.5.

## 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.
- 9.8 A mayoral minute, when put to a meeting, takes precedence over all business on the council's agenda for the meeting. The mayor may move the adoption of a mayoral minute without the motion being seconded.
- 9.9 A recommendation made in a mayoral minute put by the mayor is, so far as it is adopted by the council, a resolution of the council.

## Staff reports

- 9.10 A recommendation made in a staff report is, so far as it is adopted by the council, a resolution of the council.

## Reports of committees of council

- 9.11 The recommendations of a committee of the council are, so far as they are adopted by the council, resolutions of the council.
- 9.12 If in a report of a committee of the council distinct recommendations are made, the council may make separate decisions on each recommendation.

## Questions

- 9.13 A question must not be asked at a meeting of the council unless it concerns a matter on the agenda of the meeting or notice has been given of the question in accordance with clauses 3.10 and 3.12, unless the council determines otherwise in accordance with this code.
- 9.14 A councillor may, through the chairperson, ask another councillor about a matter on the agenda.
- 9.15 A councillor may, through the mayor, ask the general manager about a matter on the agenda. The general manager may request another council employee to answer the question.
- 9.16 A councillor or council employee to whom a question is put is entitled to be given reasonable notice of the question and, in particular, sufficient notice to enable reference to be made to other persons or to information. Where a councillor or council employee to whom a question is put is unable to respond to the question at the meeting at which it is put, they may take it on notice and report the response to the next meeting of the council.
- 9.17 Councillors must ask questions directly, succinctly, and without argument.
- 9.18 The chairperson must not permit discussion on any reply to, or refusal to reply to, a question put to a councillor or council employee.

# 10 Rules of debate

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## Motions to be seconded

- 10.1 Unless otherwise specified in this code, a motion or an amendment cannot be debated unless or until it has been seconded.

## Notices of motion

- 10.2 A councillor who has submitted a notice of motion under clause 3.10 is to move the motion the subject of the notice of motion at the meeting at which it is to be considered.
- 10.3 If a councillor who has submitted a notice of motion under clause 3.10 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.
- 10.4 In the absence of a councillor who has placed a notice of motion on the agenda for a meeting of the council:
- any other councillor may, with the leave of the chairperson, move the motion at the meeting, or
  - the chairperson may defer consideration of the motion until the next meeting of the council.

## Chairperson's duties with respect to motions

- 10.5 It is the duty of the chairperson at a meeting of the council to receive and put to the meeting any lawful motion that is brought before the meeting.
- 10.6 The chairperson must rule out of order any motion or amendment to a motion that is unlawful or the implementation of which would be unlawful.
- 10.7 Before ruling out of order a motion or an amendment to a motion under clause 10.6, the chairperson is to give the mover an opportunity to clarify or amend the motion or amendment.

## Amendments to motions

- 10.8 An amendment to a motion must be moved and seconded before it can be debated.
- 10.9 An amendment to a motion must relate to the matter being dealt with in the original motion before the council and must not be a direct negative of the original motion. An amendment to a motion which does not relate to the matter being dealt with in the original motion, or which is a direct negative of the original motion, must be ruled out of order by the chairperson.
- 10.10 The mover of an amendment is to be given the opportunity to explain any uncertainties in the proposed amendment before a seconder is called for.
- 10.11 If an amendment has been lost, a further amendment can be moved to the motion to which the lost amendment was moved, and so on, but no more than one (1) motion and one (1) proposed amendment can be before council at any one time.
- 10.12 While an amendment is being considered, debate must only occur in relation to the amendment and not the original motion. Debate on the original motion is to be suspended while the amendment to the original motion is being debated.
- 10.13 If the amendment is carried, it becomes the motion and is to be debated. If the amendment is lost, debate is to resume on the original motion.
- 10.14 An amendment may become the motion without debate or a vote where it is accepted by the councillor who moved the original motion.

## Limitations on the number and duration of speeches

- 10.15 A councillor who, during a debate at a meeting of the council, moves an original motion, has the right to speak on each amendment to the motion and a right of general reply to all observations that are made during the debate in relation to the motion, and any amendment to it at the conclusion of the debate before the motion (whether amended or not) is finally put.
- 10.16 A councillor, other than the mover of an original motion, has the right to speak once on the motion and once on each amendment to it.
- 10.17 A councillor must not, without the consent of the council, speak more than once on a motion or an amendment, or for longer than five (5) minutes at any one time.
- 10.18 Despite clause 10.17, the chairperson may permit a councillor who claims to have been misrepresented or misunderstood to speak more than once on a motion or an amendment, and for longer than five (5) minutes on that motion or amendment to enable the councillor to make a statement limited to explaining the misrepresentation or misunderstanding.
- 10.19 Despite clauses 10.15 and 10.16, a councillor may move that a motion or an amendment be now put:
  - a. if the mover of the motion or amendment has spoken in favour of it and no councillor expresses an intention to speak against it, or
  - b. if at least two (2) councillors have spoken in favour of the motion or amendment and at least two (2) councillors have spoken against it.
- 10.20 The chairperson must immediately put to the vote, without debate, a motion moved under clause 10.19. A seconder is not required for such a motion.
- 10.21 If a motion that the original motion or an amendment be now put is passed, the chairperson must, without further debate, put the original motion or amendment to the vote immediately after the mover of the original motion has exercised their right of reply under clause 10.15.
- 10.22 If a motion that the original motion or an amendment be now put is lost, the chairperson must allow the debate on the original motion or the amendment to be resumed.

- 10.23 All councillors must be heard without interruption and all other councillors must, unless otherwise permitted under this code, remain silent while another councillor is speaking.
- 10.24 Once the debate on a matter has concluded and a matter has been dealt with, the chairperson must not allow further debate on the matter.
- 10.25 Clause 10.24 does not prevent a further motion from being moved on the same item of business where the original motion is lost provided the motion is not substantially the same as the one that is lost.

## Participation by non-voting representatives in joint organisation board meetings

- 10.26 Non-voting representatives of joint organisation boards may speak on but must not move, second or vote on any motion or an amendment to a motion.

**Note:** Under section 400T(1)(c) of the Act, non-voting representatives of joint organisation boards may attend but are not entitled to vote at a meeting of the board.

**Note:** Joint organisations must adopt clause 10.26. Councils must not adopt clause 10.26.

# 11 Voting

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## Voting entitlements of councillors

- 11.1 Each councillor is entitled to one (1) vote.

**Note:** Clause 11.1 reflects section 370(1) of the Act.

**Note:** Under section 400T(1) of the Act, voting representatives of joint organisation boards are entitled to one (1) vote each at meetings of the board.

- 11.2 The person presiding at a meeting of the council has, in the event of an equality of votes, a second or casting vote.

**Note:** Clause 11.2 reflects section 370(2) of the Act.

- 11.3 Where the chairperson declines to exercise, or fails to exercise, their second or casting vote, in the event of an equality of votes, the motion being voted upon is lost.

- 11.4 A motion at a meeting of the board of a joint organisation is taken to be lost in the event of an equality of votes.

**Note:** Clause 11.4 reflects section 397E of the Regulation. Joint organisations must adopt clause 11.4 and omit clauses 11.2 and 11.3. Councils must not adopt clause 11.4.

**Note:** Under section 400U(4) of the Act, joint organisations may specify more stringent voting requirements for decisions by the board such as a 75% majority or consensus decision making. Where a joint organisation's charter specifies more stringent voting requirements, clause 11.4 must be adapted to reflect those requirements.

## Voting at council meetings

- 11.5 A councillor who is present at a meeting of the council but who fails to vote on a motion put to the meeting is taken to have voted against the motion.

- 11.6 If a councillor who has voted against a motion put at a council meeting so requests, the general manager must ensure that the councillor's dissenting vote is recorded in the council's minutes.

- 11.7 The decision of the chairperson as to the result of a vote is final unless the decision is immediately challenged and not fewer than two (2) councillors rise and call for a division.

- 11.8 When a division on a motion is called, the chairperson must ensure that the division takes place immediately. The general manager must ensure that the names of those who vote for the motion and those who vote against it are recorded in the council's minutes for the meeting.

- 11.9 When a division on a motion is called, any councillor who fails to vote will be recorded as having voted against the motion in accordance with clause 11.5 of this code.

- 11.10 Voting at a meeting, including voting in an election at a meeting, is to be by open means (such as on the voices, by show of hands or by a visible electronic voting system). However, the council may resolve that the voting in any election by councillors for mayor or deputy mayor is to be by secret ballot.

- 11.11 All voting at council meetings, (including meetings that are closed to the public), must be recorded in the minutes of meetings with the names of councillors who voted for and against each motion or amendment (including the use of the casting vote) being recorded.

**Note:** If clause 11.11 is adopted, clauses 11.6–11.9 and clause 11.15 may be omitted.



## Voting on planning decisions

- 11.12 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.
- 11.13 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.
- 11.14 The general manager must keep a register containing, for each planning decision made at a meeting of the council or a council committee (including, but not limited to a committee of the council), the names of the councillors who supported the decision and the names of any councillors who opposed (or are taken to have opposed) the decision.
- 11.15 For the purpose of maintaining the register, a division is taken to have been called whenever a motion for a planning decision is put at a meeting of the council or a council committee.
- 11.16 Each decision recorded in the register is to be described in the register or identified in a manner that enables the description to be obtained from another publicly available document.
- 11.17 Clauses 11.14–11.16 apply also to meetings that are closed to the public.

**Note:** Clauses 11.14–11.17 reflect section 375A of the Act.

**Note:** The requirements of clause 11.14 may be satisfied by maintaining a register of the minutes of each planning decision.

# 12 Committee of the whole

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- 12.1 The council may resolve itself into a committee to consider any matter before the council.

**Note:** Clause 12.1 reflects section 373 of the Act.

- 12.2 All the provisions of this code relating to meetings of the council, so far as they are applicable, extend to and govern the proceedings of the council when in committee of the whole, except the provisions limiting the number and duration of speeches and encouraging councillors and staff to stand when addressing the meeting.

**Note:** Clauses 10.15–10.25 limit the number and duration of speeches.

**Note:** Clause 7.1 encourages councillors and staff to stand when addressing the meeting where they can.

- 12.3 The general manager or, in the absence of the general manager, an employee of the council designated by the general manager, is responsible for reporting to the council the proceedings of the committee of the whole. It is not necessary to report the proceedings in full, but any recommendations of the committee must be reported.

- 12.4 The council must ensure that a report of the proceedings (including any recommendations of the committee) is recorded in the council's minutes. However, the council is not taken to have adopted the report until a motion for adoption has been made and passed.

# 13 Dealing with items by exception

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- 13.1 The council or a committee of council may, at any time, resolve to adopt multiple items of business on the agenda together by way of a single resolution where it considers it necessary to expedite the consideration of business at a meeting.
- 13.2 Before the council or committee resolves to adopt multiple items of business on the agenda together under clause 13.1, the chairperson must list the items of business to be adopted and ask councillors to identify any individual items of business listed by the chairperson that they intend to vote against the recommendation made in the business paper or that they wish to speak on.
- 13.3 The council or committee must not resolve to adopt any item of business under clause 13.1 that a councillor has identified as being one they intend to vote against the recommendation made in the business paper or to speak on.
- 13.4 Where the consideration of multiple items of business together under clause 13.1 involves a variation to the order of business for the meeting, the council or committee must resolve to alter the order of business in accordance with clause 8.2.
- 13.5 A motion to adopt multiple items of business together under clause 13.1 must identify each of the items of business to be adopted and state that they are to be adopted as recommended in the business paper.
- 13.6 Items of business adopted under clause 13.1 are to be taken to have been adopted unanimously.
- 13.7 Councillors must ensure that they declare and manage any conflicts of interest they may have in relation to items of business considered together under clause 13.1.

# 14 Closure of council meetings to the public

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## Grounds on which meetings can be closed to the public

- 14.1** The council or a committee of the council may close to the public so much of its meeting as comprises the discussion or the receipt of any of the following types of matters:
- a. personnel matters concerning particular individuals (other than councillors),
  - b. the personal hardship of any resident or ratepayer,
  - c. information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business,
  - 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,
  - e. information that would, if disclosed, prejudice the maintenance of law,
  - f. matters affecting the security of the council, councillors, council staff or council property,
  - g. advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege,
  - h. information concerning the nature and location of a place or an item of Aboriginal significance on community land,
  - i. alleged contraventions of the council's code of conduct.

**Note:** Clause 14.1 reflects section 10A(1) and (2) of the Act.

- 14.2** The council or a committee of the 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.

**Note:** Clause 14.2 reflects section 10A(3) of the Act.

## Matters to be considered when closing meetings to the public

**14.3 A meeting is not to remain closed during the discussion of anything referred to in clause 14.1:**

- a. except for so much of the discussion as is necessary to preserve the relevant confidentiality, privilege or security, and
- b. if the matter concerned is a matter other than a personnel matter concerning particular individuals, the personal hardship of a resident or ratepayer or a trade secret – unless the council or committee concerned is satisfied that discussion of the matter in an open meeting would, on balance, be contrary to the public interest.

**Note:** Clause 14.3 reflects section 10B(1) of the Act.

**14.4 A meeting is not to be closed during the receipt and consideration of information or advice referred to in clause 14.1(g) unless the advice concerns legal matters that:**

- a. are substantial issues relating to a matter in which the council or committee is involved, and
- b. are clearly identified in the advice,
- c. are fully discussed in that advice, and
- d. are subject to legal professional privilege.

**Note:** Clause 14.4 reflects section 10B(2) of the Act.

**14.5 If a meeting is closed during the discussion of a motion to close another part of the meeting to the public (as referred to in clause 14.2), the consideration of the motion must not include any consideration of the matter or information to be discussed in that other part of the meeting other than consideration of whether the matter concerned is a matter referred to in clause 14.1.**

**Note:** Clause 14.5 reflects section 10B(3) of the Act.

**14.6 For the purpose of determining whether the discussion of a matter in an open meeting would be contrary to the public interest, it is irrelevant that:**

- a. a person may misinterpret or misunderstand the discussion, or
- b. the discussion of the matter may:
  - i. cause embarrassment to the council or committee concerned, or to councillors or to employees of the council, or
  - ii. cause a loss of confidence in the council or committee.

**Note:** Clause 14.6 reflects section 10B(4) of the Act.

**14.7 In deciding whether part of a meeting is to be closed to the public, the council or committee concerned must consider any relevant guidelines issued by the Departmental Chief Executive of the Office of Local Government.**

**Note:** Clause 14.7 reflects section 10B(5) of the Act.

## Notice of likelihood of closure not required in urgent cases

- 14.8 Part of a meeting of the council, or of a committee of the council, may be closed to the public while the council or committee considers a matter that has not been identified in the agenda for the meeting under clause 3.19 as a matter that is likely to be considered when the meeting is closed, but only if:
- a. it becomes apparent during the discussion of a particular matter that the matter is a matter referred to in clause 14.1, and
  - b. the council or committee, after considering any representations made under clause 14.9, resolves that further discussion of the matter:
    - i. should not be deferred (because of the urgency of the matter), and
    - ii. should take place in a part of the meeting that is closed to the public.

**Note:** Clause 14.8 reflects section 10C of the Act.

## Representations by members of the public

- 14.9 The council, or a committee of the council, may allow members of the public to make representations to or at a meeting, before any part of the meeting is closed to the public, as to whether that part of the meeting should be closed.

**Note:** Clause 14.9 reflects section 10A(4) of the Act.

- 14.10 A representation under clause 14.9 is to be made after the motion to close the part of the meeting is moved and seconded.
- 14.11 Despite clauses 14.9 and 14.10, the council may resolve to close the meeting to the public in accordance with this Part to hear a representation from a member of the public as to whether the meeting should be closed to consider an item of business where the representation involves the disclosure of information relating to a matter referred to in clause 14.1.
- 14.12 Where the matter has been identified in the agenda of the meeting under clause 3.19 as a matter that is likely to be considered when the meeting is closed to the public, in order to make representations under clause 14.9, members of the public must first make an application to the council in a manner determined by the council.

## Expulsion of non-councillors from meetings closed to the public

- 14.13 If a meeting or part of a meeting of the council or a committee of the council is closed to the public in accordance with section 10A of the Act and this code, any person who is not a councillor and who fails to leave the meeting when requested, may be expelled from the meeting as provided by section 10(2)(a) or (b) of the Act.
- 14.14 If any such person, after being notified of a resolution or direction expelling them from the meeting, fails to leave the place where the meeting is being held, a police officer, or any person authorised for the purpose by the council or person presiding, may, by using such force as is reasonably necessary, remove the first-mentioned person from that place and, if necessary restrain that person from re-entering that place for the remainder of the meeting.

**Note:** Failure to comply with a direction to leave a meeting is an offence under section 660 of the Act carrying a maximum penalty of 20 penalty units.

## Obligations of councillors attending meetings by audio-visual link

- 14.15 Councillors attending a meeting by audio-visual link must ensure that no other person is within sight or hearing of the meeting at any time that the meeting is closed to the public under section 10A of the Act.

## Information to be disclosed in resolutions closing meetings to the public

- 14.16 The grounds on which part of a meeting is closed must be stated in the decision to close that part of the meeting and must be recorded in the minutes of the meeting. The grounds must specify the following:
- a. the relevant provision of section 10A(2) of the Act,
  - b. the matter that is to be discussed during the closed part of the meeting,
  - c. the reasons why the part of the meeting is being closed, including (if the matter concerned is a matter other than a personnel matter concerning particular individuals, the personal hardship of a resident or ratepayer or a trade secret) an explanation of the way in which discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

**Note:** Clause 14.16 reflects section 10D of the Act.

## Resolutions passed at closed meetings to be made public

- 14.17 If the council passes a resolution during a meeting, or a part of a meeting, that is closed to the public, the chairperson must make the resolution public as soon as practicable after the meeting, or the relevant part of the meeting, has ended, and the resolution must be recorded in the publicly available minutes of the meeting.
- 14.18 Resolutions passed during a meeting, or a part of a meeting, that is closed to the public must be made public by the chairperson under clause 14.17 during a part of the meeting that is livestreamed where practicable.
- 14.19 The general manager must cause business papers for items of business 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.
- 14.20 The general manager 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.

# 15 Keeping order at meetings

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## Points of order

- 15.1 A councillor may draw the attention of the chairperson to an alleged breach of this code by raising a point of order. A point of order does not require a seconder.
- 15.2 A point of order must be taken immediately it is raised. The chairperson must suspend the business before the meeting and permit the councillor raising the point of order to state the provision of this code they believe has been breached. The chairperson must then rule on the point of order – either by upholding it or by overruling it.

## Questions of order

- 15.3 The chairperson, without the intervention of any other councillor, may call any councillor to order whenever, in the opinion of the chairperson, it is necessary to do so.
- 15.4 A councillor who claims that another councillor has committed an act of disorder, or is out of order, may call the attention of the chairperson to the matter.
- 15.5 The chairperson must rule on a question of order immediately after it is raised but, before doing so, may invite the opinion of the council.
- 15.6 The chairperson's ruling must be obeyed unless a motion dissenting from the ruling is passed.

## Motions of dissent

- 15.7 A councillor can, without notice, move to dissent from a ruling of the chairperson on a point of order or a question of order. If that happens, the chairperson must suspend the business before the meeting until a decision is made on the motion of dissent.
- 15.8 If a motion of dissent is passed, the chairperson must proceed with the suspended business as though the ruling dissented from had not been given. If, as a result of the ruling, any motion or business has been rejected as out of order, the chairperson must restore the motion or business to the agenda and proceed with it in due course.
- 15.9 Despite any other provision of this code, only the mover of a motion of dissent and the chairperson can speak to the motion before it is put. The mover of the motion does not have a right of general reply.

## Acts of disorder

- 15.10 A councillor commits an act of disorder if the councillor, at a meeting of the council or a committee of the council:



- 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.

**Note:** Clause 15.10 reflects section 182 of the Regulation.

**Note:** The Legislative Assembly's Speaker's Guidelines state that "Members are not to use language, make gestures, or behave in any way in the Chamber that is sexist, racist, homophobic or otherwise exclusionary or discriminatory. Such conduct may be considered offensive and disorderly, in accordance with Standing Order 74".

**15.11 The chairperson may require a councillor:**

- a. to apologise without reservation for an act of disorder referred to in clauses 15.10(a), (b), (d), (e), or (g), or
- b. to withdraw a motion or an amendment referred to in clause 15.10(c) and, where appropriate, to apologise without reservation, or
- c. to retract and apologise without reservation for any statement that constitutes an act of disorder referred to in clauses 15.10(d), (e), (f), or (g).

**Note:** Clause 15.11 reflects section 233 of the Regulation.

**15.12 A failure to comply with a requirement under clause 15.11 constitutes a fresh act of disorder for the purposes of clause 15.10.**

**15.13 Where a councillor fails to take action in response to a requirement by the chairperson to remedy an act of disorder under clause 15.11 at the meeting at which the act of disorder occurred, the chairperson may require the councillor to take that action at each subsequent meeting until such time as the councillor complies with the requirement. If the councillor fails to remedy the act of disorder at a subsequent meeting, they may be expelled from the meeting under clause 15.18.**

## How disorder at a meeting may be dealt with

**15.14 If disorder occurs at a meeting of the council, the chairperson may adjourn the meeting for a period of not more than fifteen (15) minutes and leave the chair. The council, on reassembling, must, on a question put from the chairperson, decide without debate whether the business is to be proceeded with or not. This clause applies to disorder arising from the conduct of members of the public as well as disorder arising from the conduct of councillors.**

## Expulsion from meetings

**15.15 All chairpersons of meetings of the council and committees of the council are authorised under this code to expel any person, including any councillor, from a council or committee meeting, for the purposes of section 10(2)(b) of the Act.**

- 15.16 All chairpersons of meetings of the council and committees of the council are authorised under this code to expel any person other than a councillor, from a council or committee meeting, for the purposes of section 10(2)(b) of the Act. Councillors may only be expelled by resolution of the council or the committee of the council.

**Note:** Councils may use either clause 15.15 or clause 15.16.

- 15.17 Clause [15.15/15.16] [delete whichever is not applicable], does not limit the ability of the council or a committee of the council to resolve to expel a person, including a councillor, from a council or committee meeting, under section 10(2)(a) of the Act.

- 15.18 A councillor may, as provided by section 10(2)(a) or (b) of the Act, be expelled from a meeting of the council for having failed to comply with a requirement under clause 15.11 or clause 15.13. The expulsion of a councillor from the meeting for that reason does not prevent any other action from being taken against the councillor for the act of disorder concerned.

**Note:** Clause 15.18 reflects section 233(2) of the Regulation.

- 15.19 A member of the public may, as provided by section 10(2)(a) or (b) of the Act, be expelled from a meeting of the council for engaging in or having engaged in disorderly conduct at the meeting.

- 15.20 Members of the public attending a meeting of the council:

- a. must remain silent during the meeting unless invited by the chairperson to speak,
- b. must not bring flags, signs or protest symbols to the meeting, and
- c. must not disrupt the meeting.

- 15.21 Without limiting clause 15.19, a contravention of clause 15.20 or an attempt to contravene that clause, constitutes disorderly conduct for the purposes of clause 15.19. Members of the public may, as provided by section 10(2) of the Act, be expelled from a meeting for a breach of clause 15.20.

- 15.22 Where a councillor or a member of the public is expelled from a meeting, the expulsion and the name of the person expelled, if known, are to be recorded in the minutes of the meeting.

- 15.23 If a councillor or a member of the public fails to leave the place where a meeting of the council is being held immediately after they have been expelled, a police officer, or any person authorised for the purpose by the council or person presiding, may, by using such force as is reasonably necessary, remove the councillor or member of the public from that place and, if necessary, restrain the councillor or member of the public from re-entering that place for the remainder of the meeting.

**Note:** Failure to comply with a direction to leave a meeting is an offence under section 660 of the Act carrying a maximum penalty of 20 penalty units.

## How disorder by councillors attending meetings by audio-visual link may be dealt with

- 15.24 Where a councillor is attending a meeting by audio-visual link, the chairperson or a person authorised by the chairperson may mute the councillor's audio link to the meeting for the purposes of enforcing compliance with this code.
- 15.25 If a councillor attending a meeting by audio-visual link is expelled from a meeting for an act of disorder, the chairperson of the meeting or a person authorised by the chairperson, may terminate the councillor's audio-visual link to the meeting.

## Use of mobile phones and the unauthorised recording of meetings

- 15.26 Councillors, council staff and members of the public must ensure that mobile phones are turned to silent

during meetings of the council and committees of the council.

- 15.27 A person must not live stream or use an audio recorder, video camera, mobile phone or any other device to make a recording of the proceedings of a meeting of the council or a committee of the council without the prior authorisation of the council or the committee.
- 15.28 Without limiting clause 15.19, a contravention of clause 15.27 or an attempt to contravene that clause, constitutes disorderly conduct for the purposes of clause 15.19. Any person who contravenes or attempts to contravene clause 15.27, may, as provided for under section 10(2) of the Act, be expelled from the meeting.
- 15.29 If any such person, after being notified of a resolution or direction expelling them from the meeting, fails to leave the place where the meeting is being held, a police officer, or any person authorised for the purpose by the council or person presiding, may, by using such force as is reasonably necessary, remove the first-mentioned person from that place and, if necessary, restrain that person from re-entering that place for the remainder of the meeting.

**Note:** Failure to comply with a direction to leave a meeting is an offence under section 660 of the Act carrying a maximum penalty of 20 penalty units.

# 16 Conflicts of interest

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- 16.1 All councillors and, where applicable, all other persons, must declare and manage conflicts of interest they have in matters being considered at meetings of the council and committees of the council in accordance with the council's code of conduct. All declarations of conflicts of interest must be recorded in the minutes of the meeting at which the declaration was made.
- 16.2 Councillors attending a meeting by audio-visual link must declare and manage any conflicts of interest they have in matters being considered at the meeting in accordance with the council's code of conduct. Where a councillor has declared a conflict of interest in a matter being discussed at the meeting, the councillor's audio-visual link to the meeting must be suspended or terminated and the councillor must not be in sight or hearing of the meeting at any time during which the matter is being considered or discussed by the council or committee, or at any time during which the council or committee is voting on the matter.

# 17 Decisions of the council

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## Council decisions

- 17.1 A decision supported by a majority of the votes at a meeting of the council at which a quorum is present is a decision of the council.

**Note:** Clause 17.1 reflects section 371 of the Act in the case of councils and section 400T(8) in the case of joint organisations.

**Note:** Under section 400U(4) of the Act, joint organisations may specify more stringent voting requirements for decisions by the board such as a 75% majority or consensus decision making. Where a joint organisation's charter specifies more stringent voting requirements, clause 17.1 must be adapted to reflect those requirements.

- 17.2 Decisions made by the council must be accurately recorded in the minutes of the meeting at which the decision is made.

## Rescinding or altering council decisions

- 17.3 A resolution passed by the council may not be altered or rescinded except by a motion to that effect of which notice has been given in accordance with this code.

**Note:** Clause 17.3 reflects section 372(1) of the Act.

- 17.4 If a notice of motion to rescind a resolution is given at the meeting at which the resolution is carried, the resolution must not be carried into effect until the motion of rescission has been dealt with.

**Note:** Clause 17.4 reflects section 372(2) of the Act.

- 17.5 If a motion has been lost, a motion having the same effect must not be considered unless notice of it has been duly given in accordance with this code.

**Note:** Clause 17.5 reflects section 372(3) of the Act.

- 17.6 A notice of motion to alter or rescind a resolution, and a notice of motion which has the same effect as a motion which has been lost, must be signed by three (3) councillors if less than three (3) months has elapsed since the resolution was passed, or the motion was lost.

**Note:** Clause 17.6 reflects section 372(4) of the Act.

- 17.7 If a motion to alter or rescind a resolution has been lost, or if a motion which has the same effect as a previously lost motion is lost, no similar motion may be brought forward within three (3) months of the meeting at which it was lost. This clause may not be evaded by substituting a motion differently worded, but in principle the same.

**Note:** Clause 17.7 reflects section 372(5) of the Act.

- 17.8 The provisions of clauses 17.5–17.7 concerning lost motions do not apply to motions of adjournment.

**Note:** Clause 17.8 reflects section 372(7) of the Act.

- 17.9 A notice of motion submitted in accordance with clause 17.6 may only be withdrawn under clause 3.11 with the consent of all signatories to the notice of motion.

- 17.10 A notice of motion to alter or rescind a resolution relating to a development application must be submitted to the general manager no later than 1 day after the meeting at which the resolution was adopted.
- 17.11 A motion to alter or rescind a resolution of the council may be moved on the report of a committee of the council and any such report must be recorded in the minutes of the meeting of the council.
- Note:** Clause 17.11 reflects section 372(6) of the Act.
- 17.12 Subject to clause 17.7, in cases of urgency, a motion to alter or rescind a resolution of the council may be moved at the same meeting at which the resolution was adopted, where:
- a. a notice of motion signed by three councillors is submitted to the chairperson at the meeting, and
  - b. the council resolves to deal with the motion at the meeting on the grounds that it is urgent and requires a decision by the council before the next scheduled ordinary meeting of the council.
- 17.13 A motion moved under clause 17.12(b) can be moved without notice. Despite any other provision of this code, only the mover of a motion referred to in clause 17.12(b) and the chairperson, if they are not the mover of the motion, can speak to the motion before it is put.
- 17.14 A resolution adopted under clause 17.12(b) must state the reasons for the urgency.

## Recommitting resolutions to correct an error

- 17.15 Despite the provisions of this Part, a councillor may, with the leave of the chairperson, move to recommit a resolution adopted at the same meeting:
- a. to correct any error, ambiguity or imprecision in the council's resolution, or
  - b. to confirm the voting on the resolution.
- 17.16 In seeking the leave of the chairperson to move to recommit a resolution for the purposes of clause 17.15(a), the councillor is to propose alternative wording for the resolution.
- 17.17 The chairperson must not grant leave to recommit a resolution for the purposes of clause 17.15(a), unless they are satisfied that the proposed alternative wording of the resolution would not alter the substance of the resolution previously adopted at the meeting.
- 17.18 A motion moved under clause 17.15 can be moved without notice. Despite any other provision of this code, only the mover of a motion referred to in clause 17.15 and the chairperson, if they are not the mover of the motion, can speak to the motion before it is put.
- 17.19 A motion of dissent cannot be moved against a ruling by the chairperson under clause 17.15.
- 17.20 A motion moved under clause 17.15 with the leave of the chairperson cannot be voted on unless or until it has been seconded.

# 18 Time limits on council meetings

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- 18.1 Meetings of the council and committees of the council are to conclude at a time the council may from time to time determine.
- 18.2 If the business of the meeting is unfinished at the time the council has determined, and the council does not resolve to extend the meeting, the chairperson must either:
- a. defer consideration of the remaining items of business on the agenda to the next ordinary meeting of the council, or
  - b. adjourn the meeting to a time, date and place fixed by the chairperson.
- 18.3 Clause 18.2 does not limit the ability of the council or a committee of the council to resolve to adjourn a meeting at any time. The resolution adjourning the meeting must fix the time, date and place that the meeting is to be adjourned to.
- 18.4 Where a meeting is adjourned under clause 18.2 or 18.3, the general manager must:
- a. individually notify each councillor of the time, date and place at which the meeting will reconvene, and
  - b. publish the time, date and place at which the meeting will reconvene on the council's website and in such other manner that the general manager is satisfied is likely to bring notice of the time, date and place of the reconvened meeting to the attention of as many people as possible.

# 19 After the meeting

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## Minutes of meetings

- 19.1 The council is to keep full and accurate minutes of the proceedings of meetings of the council.

**Note:** Clause 19.1 reflects section 375(1) of the Act.

- 19.2 At a minimum, the general manager must ensure that the following matters are recorded in the council's minutes:

- a. the names of councillors attending a council meeting and whether they attended the meeting in person or by audio-visual link,
- b. details of each motion moved at a council meeting and of any amendments moved to it,
- c. the names of the mover and seconder of the motion or amendment,
- d. whether the motion or amendment was passed or lost, and
- e. such other matters specifically required under this code.

- 19.3 The minutes of a council meeting must be confirmed at a subsequent meeting of the council.

**Note:** Clause 19.3 reflects section 375(2) of the Act.

- 19.4 Any debate on the confirmation of the minutes is to be confined to whether the minutes are a full and accurate record of the meeting they relate to.

- 19.5 When the minutes have been confirmed, they are to be signed by the person presiding at the subsequent meeting.

**Note:** Clause 19.5 reflects section 375(2) of the Act.

- 19.6 The confirmed minutes of a meeting may be amended to correct typographical or administrative errors after they have been confirmed. Any amendment made under this clause must not alter the substance of any decision made at the meeting.

- 19.7 The confirmed minutes of a council meeting must be published on the council's website. This clause does not prevent the council from also publishing unconfirmed minutes of its meetings on its website prior to their confirmation.



## Access to correspondence and reports laid on the table at, or submitted to, a meeting

- 19.8 The council and committees of the council must, during or at the close of a meeting, or during the business day following the meeting, give reasonable access to any person to inspect correspondence and reports laid on the table at, or submitted to, the meeting.

**Note:** Clause 19.8 reflects section 11(1) of the Act.

- 19.9 Clause 19.8 does not apply if the correspondence or reports relate to a matter that was received or discussed or laid on the table at, or submitted to, the meeting when the meeting was closed to the public.

**Note:** Clause 19.9 reflects section 11(2) of the Act.

- 19.10 Clause 19.8 does not apply if the council or the committee resolves at the meeting, when open to the public, that the correspondence or reports are to be treated as confidential because they relate to a matter specified in section 10A(2) of the Act.

**Note:** Clause 19.10 reflects section 11(3) of the Act.

- 19.11 Correspondence or reports to which clauses 19.9 and 19.10 apply are to be marked with the relevant provision of section 10A(2) of the Act that applies to the correspondence or report.

## Implementation of decisions of the council

- 19.12 The general manager is to implement, without undue delay, lawful decisions of the council.

**Note:** Clause 19.12 reflects section 335(b) of the Act.

# 20 Council committees

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## Application of this Part

20.1 This Part only applies to committees of the council whose members are all councillors.

## Council committees whose members are all councillors

20.2 The council may, by resolution, establish such committees as it considers necessary.

20.3 A committee of the council is to consist of the mayor and such other councillors as are elected by the councillors or appointed by the council.

20.4 The quorum for a meeting of a committee of the council is to be:

- a. such number of members as the council decides, or
- b. if the council has not decided a number – a majority of the members of the committee.

## Functions of committees

20.5 The council must specify the functions of each of its committees when the committee is established but may from time to time amend those functions.

## Notice of committee meetings

20.6 The general manager must send to each councillor, regardless of whether they are a committee member, at least three (3) days before each meeting of the committee, a notice specifying:

- a. the time, date and place of the meeting, and
- b. the business proposed to be considered at the meeting.

20.7 Notice of less than three (3) days may be given of a committee meeting called in an emergency.

## Non-members entitled to attend committee meetings

20.8 A councillor who is not a member of a committee of the council is entitled to attend, and to speak at a meeting of the committee. However, the councillor is not entitled:

- a. to give notice of business for inclusion in the agenda for the meeting, or
- b. to move or second a motion at the meeting, or
- c. to vote at the meeting.

## Chairperson and deputy chairperson of council committees

- 20.9 The chairperson of each committee of the council must be:
- the mayor, or
  - if the mayor does not wish to be the chairperson of a committee, a member of the committee elected by the council, or
  - if the council does not elect such a member, a member of the committee elected by the committee.
- 20.10 The council may elect a member of a committee of the council as deputy chairperson of the committee. If the council does not elect a deputy chairperson of such a committee, the committee may elect a deputy chairperson.
- 20.11 If neither the chairperson nor the deputy chairperson of a committee of the council is able or willing to preside at a meeting of the committee, the committee must elect a member of the committee to be acting chairperson of the committee.
- 20.12 The chairperson is to preside at a meeting of a committee of the council. If the chairperson is unable or unwilling to preside, the deputy chairperson (if any) is to preside at the meeting. If neither the chairperson nor the deputy chairperson is able or willing to preside, the acting chairperson is to preside at the meeting.

## Procedure in committee meetings

- 20.13 Subject to any specific requirements of this code, each committee of the council may regulate its own procedure. The provisions of this code are to be taken to apply to all committees of the council.
- 20.14 Whenever the voting on a motion put to a meeting of the committee is equal, the chairperson of the committee is to have a casting vote as well as an original vote unless the council or the committee determines otherwise in accordance with clause 20.13.
- 20.15 A motion at a committee of a joint organisation is taken to be lost in the event of an equality of votes.
- Note:** Clause 20.15 reflects section 397E of the Regulation. Joint organisations must adopt clause 20.15 and omit clause 20.14. Councils must not adopt clause 20.15.
- 20.16 Voting at a council committee meeting is to be by open means (such as on the voices, by show of hands or by a visible electronic voting system).

## Mayoral minutes

- 20.17 The provisions of this code relating to mayoral minutes also apply to meetings of committees of the council in the same way they apply to meetings of the council.

## Closure of committee meetings to the public

- 20.18 The provisions of the Act and Part 14 of this code apply to the closure of meetings of committees of the council to the public in the same way they apply to the closure of meetings of the council to the public.
- 20.19 If a committee of the council passes a resolution, or makes a recommendation, during a meeting, or a part of a meeting that is closed to the public, the chairperson must make the resolution or recommendation public as soon as practicable after the meeting or part of the meeting has ended and report the resolution or recommendation to the next meeting of the council. The resolution or recommendation must also be recorded in the publicly available minutes of the meeting.
- 20.20 Resolutions passed during a meeting, or a part of a meeting that is closed to the public must be made public by the chairperson under clause 20.19 during a part of the meeting that is livestreamed where practicable.
- 20.21 The general manager must cause business papers for items of business 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.
- 20.22 The general manager must consult with the committee and any other affected persons before publishing information on the council's website under clause 20.21 and provide reasons for why the information has ceased to be confidential.

## Disorder in committee meetings

- 20.23 The provisions of the Act, the Regulation, and this code relating to the maintenance of order in council meetings apply to meetings of committees of the council in the same way they apply to meetings of the council.

## Minutes of council committee meetings

- 20.24 Each committee of the council is to keep full and accurate minutes of the proceedings of its meetings. At a minimum, a committee must ensure that the following matters are recorded in the committee's minutes:
- the names of councillors attending a meeting and whether they attended the meeting in person or by audio-visual link,
  - details of each motion moved at a meeting and of any amendments moved to it,
  - the names of the mover and seconder of the motion or amendment,
  - whether the motion or amendment was passed or lost, and
  - such other matters specifically required under this code.
- 20.25 All voting at meetings of committees of the council (including meetings that are closed to the public), must be recorded in the minutes of meetings with the names of councillors who voted for and against each motion or amendment, (including the use of the casting vote), being recorded.
- 20.26 The minutes of meetings of each committee of the council must be confirmed at a subsequent meeting of the committee.
- 20.27 Any debate on the confirmation of the minutes is to be confined to whether the minutes are a full and accurate record of the meeting they relate to.
- 20.28 When the minutes have been confirmed, they are to be signed by the person presiding at the subsequent meeting.
- 20.29 The confirmed minutes of a meeting may be amended to correct typographical or administrative errors after they have been confirmed. Any amendment made under this clause must not alter the substance of any decision made at the meeting.
- 20.30 The confirmed minutes of a meeting of a committee of the council must be published on the council's website. This clause does not prevent the council from also publishing unconfirmed minutes of meetings of committees of the council on its website prior to their confirmation.

# 21 Irregularities

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**21.1 Proceedings at a meeting of a council or a council committee are not invalidated because of:**

- a. a vacancy in a civic office, or
- b. a failure to give notice of the meeting to any councillor or committee member, or
- c. any defect in the election or appointment of a councillor or committee member, or
- d. a failure of a councillor or a committee member to declare a conflict of interest, or to refrain from the consideration or discussion of, or vote on, the relevant matter, at a council or committee meeting in accordance with the council's code of conduct, or
- e. a failure to comply with this code.

**Note:** Clause 21.1 reflects section 374 of the Act.

# 22 Definitions

<b>the Act</b>	means the <i>Local Government Act 1993</i>
<b>act of disorder</b>	means an act of disorder as defined in clause 15.10 of this code
<b>amendment</b>	in relation to an original motion, means a motion moving an amendment to that motion
<b>audio recorder</b>	any device capable of recording speech
<b>audio-visual link</b>	means a facility that enables audio and visual communication between persons at different places
<b>business day</b>	means any day except Saturday or Sunday or any other day the whole or part of which is observed as a public holiday throughout New South Wales
<b>chairperson</b>	in relation to a meeting of the council – means the person presiding at the meeting as provided by section 369 of the Act and clauses 6.1 and 6.2 of this code, and in relation to a meeting of a committee – means the person presiding at the meeting as provided by clause 20.9 of this code
<b>this code</b>	means the council's adopted code of meeting practice
<b>committee of the council</b>	means a committee established by the council in accordance with clause 20.2 of this code (being a committee consisting only of councillors) or the council when it has resolved itself into committee of the whole under clause 12.1
<b>council official</b>	includes councillors, members of staff of a council, administrators, council committee members, delegates of council and any other person exercising functions on behalf of the council
<b>day</b>	means calendar day
<b>division</b>	means a request by two councillors under clause 11.7 of this code requiring the recording of the names of the councillors who voted both for and against a motion
<b>livestream</b>	a video broadcast of a meeting transmitted across the internet concurrently with the meeting
<b>open voting</b>	means voting on the voices or by a show of hands or by a visible electronic voting system or similar means
<b>planning decision</b>	means a decision made in the exercise of a function of a council under the <i>Environmental Planning and Assessment Act 1979</i> including any decision relating to a development application, an environmental planning instrument, a development control plan, a planning agreement or a development contribution plan under that Act, but not including the making of an order under Division 9.3 of Part 9 of that Act
<b>performance improvement order</b>	means an order issued under section 438A of the Act
<b>quorum</b>	means the minimum number of councillors or committee members necessary to conduct a meeting
<b>the Regulation</b>	means the <i>Local Government (General) Regulation 2021</i>
<b>year</b>	means the period beginning 1 July and ending the following 30 June

## Council Meeting

22/10/2025

Item No	11.2
Subject	<b>Statutory Financial Report</b>
Report by	Richard Sheridan, Director City Performance
File	SF24/8039

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## Summary

This report is provided in accordance with the Local Government (General) Regulations, 2005, Division 5, paragraph 212 and s625 of the Local Government Act, 1993. The necessary certificate by the Responsible Accounting Officer is included in this report and the Statutory Financial Reports are presented as follows:

- Investment Performance against Benchmark
- Statement of Bank Balances
- Schedule of Investments

As at 30 September 2025, Bayside Council had \$571.1m in cash and investments with an adjusted portfolio return on investments of 4.65%. Our income and expenditure cash-flow movements for the period primarily comprised the following:

- Income from operating activities totalled \$30.1m from rates, grants, childcare subsidies bookings/leases, and construction fees.
- Expenses from operating activities totalled \$16.6m for payments for employee costs, utilities, waste, contracts, and infrastructure work.

**Cash & Investment Reserve Balances as at 30 September 2025 amounted to \$571.1m:** Council's cash and investments balance of \$571.1m comprises externally restricted funds of \$435.7m, internally restricted funds of \$111.2m and unrestricted funds of \$24.2m. External and Internal funds are reconciled monthly to ensure the use of funds complies with the Council Policy.

It is noted that there has been some volatility in the market due to world events. Council has invested with a Medium-term view and its capital commitments.

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## Officer Recommendation

That the Statutory Financial Report by the Responsible Accounting Officer be received and noted.

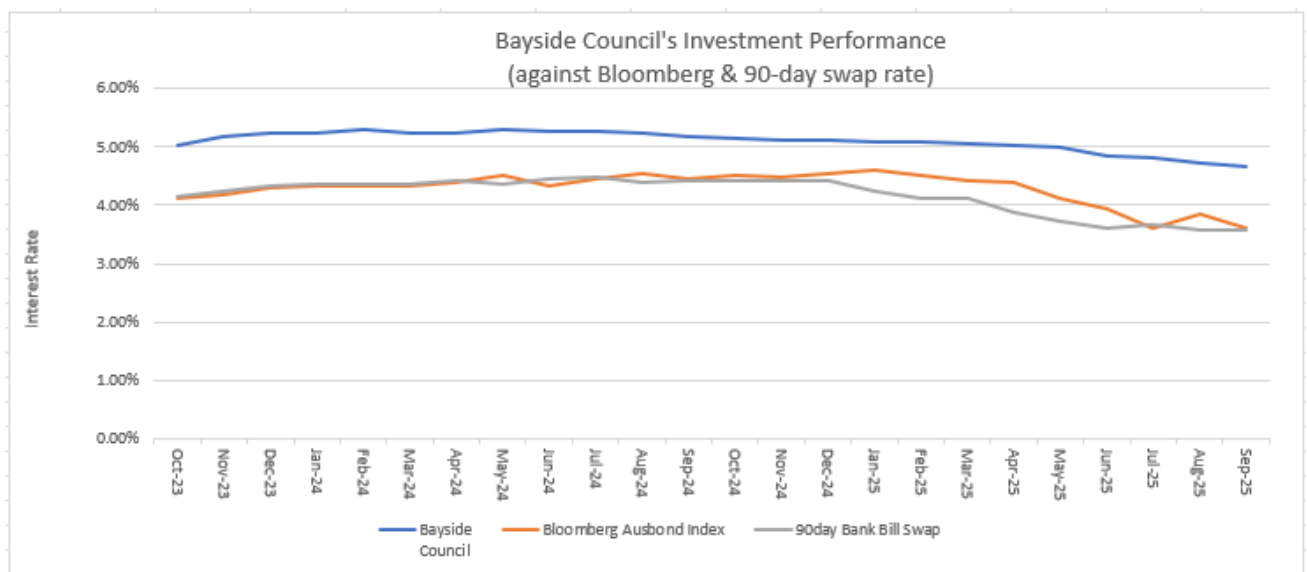
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## Background

The graph below outlines the performance of Council's investments since October 2023. For benchmarking purposes, the Bloomberg (formerly UBS) Index is used, as it is a widely recognised industry standard among Australian institutions. Additionally, the 90-day Bank Bill Swap Rate (BBSW), which is reviewed quarterly by financial markets, serves as a global benchmark and provides a relevant basis for performance comparison.

The latest inflation figures are at the lower end of the RBA's target range of 2% - 3%. Wage growth has stabilised, and retail sales have shown little movement. The RBA remains cautious of a potential rise in inflation driven by global trade tariff and geopolitical wars. The interest rate market is expecting further rate cuts over the next 12 months which could reduce future investment returns. It is currently difficult to obtain a term deposit rate above 4.00% for term deposits without taking additional risk. Council is watching the Fixed Rate Note market for better long-term options.

Council's portfolio is earning 4.65%, which is 1.03% above market rates. Around 60% of the portfolio is set to mature within the next 12 months, and about 80% of the funds are tied to specific uses, like developer contributions.





## Statement of Bank Balances

The following table shows details of movements in Council's cash at bank for September 2025.

STATEMENT OF BANK BALANCE AS AT 30 SEP 2025		
<b>Cash at bank as per general ledger as at:</b>	<b>31-Aug-25</b>	<b>18,179,477</b>
<b>Income from operating activities</b>		
Rates and annual charges received	\$ 17,512,760	
User fees and charges received	\$ 1,630,744	
Grant and contributions received	\$ 1,327,165	
Interest revenue received	\$ 2,961,330	
Bonds received / (paid)	\$ -	
Rates received / (paid)	\$ -	
GST received / (paid)	\$ -	
Other income received	\$ 6,677,057	
<b>Total Income from Operating Activities for the Period</b>	<b>\$ 30,109,056</b>	
<b>Expenses from operating activities</b>		
Accounts paid for period (includes cheques and refunds)	-\$ 6,944,876	
Direct payroll	-\$ 9,633,347	
Borrowing costs	\$ -	
<b>Total Expenses from Operating Activities for the Period</b>	<b>-\$ 16,578,224</b>	
<b>Total Net Movement from Operating Activities</b>		<b>\$ 13,530,832</b>
<b>Investment Activities for the Period</b>		
(Purchase) / Redemption of TD's	-\$ 30,000,000	
<b>Net Funding Flows for the Period</b>	<b>-\$ 30,000,000</b>	
		<b>-\$ 30,000,000</b>
<b>Funding Activities for the Period</b>		
Proceeds from borrowings	\$ -	
Loan repayments	\$ -	
<b>Net Funding Flows for the Period</b>	<b>\$ -</b>	
		<b>\$ -</b>
<b>Cash at bank as per general ledger as at:</b>	<b>30-Sep-25</b>	<b>1,710,310</b>

NB: above table may include minor rounding's

## Schedule of Investments

Bayside Council currently holds \$550m in investments with the balance held as cash at call. The majority of these investments are placed with Australia's four major banks, all of which are rated AA-, providing a high level of credit quality. Investments are managed in accordance with Ministerial Orders and Council's Investment Policy.

The table below outlines Council's current investment portfolio:

SCHEDULE OF INVESTMENTS HELD ON BEHALF OF COUNCIL AS AT:						30/09/2025		
	Credit Rating	Purchase Price	Purchase Date	Maturity Date	Term Days	Prop %	Interest Rate	Market Value
<b>Term Deposits</b>								
National Australia Bank	AA-	\$10,000,000	8-May-24	12-May-26	734	1.82%	5.05%	\$10,000,000
National Australia Bank	AA-	\$10,000,000	2-Oct-24	1-Oct-25	364	1.82%	4.90%	\$10,000,000
National Australia Bank	AA-	\$10,000,000	5-Jun-24	8-Oct-25	490	1.82%	5.30%	\$10,000,000
National Australia Bank	AA-	\$5,000,000	11-Jun-25	10-Dec-25	182	0.91%	4.32%	\$5,000,000
National Australia Bank	AA-	\$10,000,000	25-Jun-25	1-Jul-26	371	1.82%	4.15%	\$10,000,000
National Australia Bank	AA-	\$10,000,000	6-Aug-25	5-Aug-26	364	1.82%	4.16%	\$10,000,000
National Australia Bank	AA-	\$5,000,000	13-Aug-25	13-Aug-30	1826	0.91%	4.18%	\$5,000,000
National Australia Bank	AA-	\$5,000,000	20-Aug-25	20-May-26	273	0.91%	4.10%	\$5,000,000
National Australia Bank	AA-	\$10,000,000	10-Sep-25	8-Sep-26	363	1.82%	4.17%	\$10,000,000
National Australia Bank	AA-	\$5,000,000	10-Sep-25	14-Sep-27	734	0.91%	4.00%	\$5,000,000
National Australia Bank	AA-	\$10,000,000	17-Sep-25	16-Sep-26	364	1.82%	4.20%	\$10,000,000
National Australia Bank	AA-	\$5,000,000	17-Sep-25	14-Apr-27	574	0.91%	4.08%	\$5,000,000
National Australia Bank	AA-	\$5,000,000	24-Sep-25	15-Jul-26	294	0.91%	4.18%	\$5,000,000
National Australia Bank	AA-	\$10,000,000	30-Sep-25	6-Oct-26	371	1.82%	4.23%	\$10,000,000
						20.00%		
Westpac	AA-	\$20,000,000	18-Oct-23	18-Oct-28	1828	3.64%	5.38%	\$20,000,000
Westpac	AA-	\$10,000,000	25-Oct-23	25-Oct-28	1828	1.82%	5.44%	\$10,000,000
Westpac	AA-	\$10,000,000	17-Jan-24	17-Jan-29	1828	1.82%	4.85%	\$10,000,000
Westpac	AA-	\$5,000,000	7-Feb-24	9-Feb-26	734	0.91%	4.80%	\$5,000,000
Westpac	AA-	\$10,000,000	18-Sep-24	18-Feb-26	519	1.82%	4.63%	\$10,000,000
Westpac	AA-	\$10,000,000	18-Sep-24	22-Apr-26	582	1.82%	4.58%	\$10,000,000
Westpac	AA-	\$10,000,000	18-Sep-24	17-Jun-26	638	1.82%	4.52%	\$10,000,000
Westpac	AA-	\$5,000,000	16-Oct-24	20-Oct-27	1100	0.91%	4.65%	\$5,000,000
Westpac	AA-	\$5,000,000	16-Oct-24	16-Oct-29	1827	0.91%	4.76%	\$5,000,000
Westpac	AA-	\$10,000,000	30-Oct-24	31-Oct-29	1828	1.82%	4.89%	\$10,000,000
Westpac	AA-	\$10,000,000	1-Nov-24	3-Nov-25	368	1.82%	5.13%	\$10,000,000
Westpac	AA-	\$10,000,000	1-Nov-24	19-Nov-25	384	1.82%	5.13%	\$10,000,000
Westpac	AA-	\$10,000,000	27-Nov-24	26-Nov-25	365	1.82%	5.08%	\$10,000,000
Westpac	AA-	\$5,000,000	5-Feb-25	5-Feb-26	366	0.91%	4.77%	\$5,000,000
Westpac	AA-	\$5,000,000	5-Feb-25	5-Feb-30	1827	0.91%	4.80%	\$5,000,000
Westpac	AA-	\$5,000,000	19-Feb-25	18-Feb-26	365	0.91%	4.83%	\$5,000,000
Westpac	AA-	\$5,000,000	19-Feb-25	19-Feb-30	1827	0.91%	4.92%	\$5,000,000
Westpac	AA-	\$10,000,000	5-Mar-25	2-Mar-27	728	1.82%	4.52%	\$10,000,000
Westpac	AA-	\$5,000,000	12-Mar-25	12-Mar-30	1827	0.91%	4.62%	\$5,000,000
Westpac	AA-	\$5,000,000	1-May-25	30-Apr-26	365	0.91%	4.22%	\$5,000,000
Westpac	AA-	\$10,000,000	14-May-25	13-May-26	365	1.82%	4.37%	\$10,000,000
Westpac	AA-	\$10,000,000	30-Jul-25	29-Jul-26	365	1.82%	4.18%	\$10,000,000
Westpac	AA-	\$5,000,000	6-Aug-25	11-Aug-27	736	0.91%	3.93%	\$5,000,000
Westpac	AA-	\$5,000,000	18-Aug-25	18-Aug-26	366	0.91%	4.12%	\$5,000,000
Westpac	AA-	\$5,000,000	20-Aug-25	21-Aug-28	1098	0.91%	4.00%	\$5,000,000
Westpac	AA-	\$5,000,000	27-Aug-25	1-Sep-28	1102	0.91%	4.00%	\$5,000,000
Westpac	AA-	\$10,000,000	1-Sep-25	1-Sep-26	366	1.82%	4.13%	\$10,000,000
Westpac	AA-	\$5,000,000	10-Sep-25	11-Sep-29	1463	0.91%	4.15%	\$5,000,000
Westpac	AA-	\$5,000,000	17-Sep-25	17-Sep-30	1827	0.91%	4.21%	\$5,000,000
						40.91%		
ING Direct	A	\$10,000,000	8-May-24	11-May-27	1099	1.82%	5.05%	\$10,000,000
ING Direct	A	\$10,000,000	15-May-24	13-Jan-26	609	1.82%	5.21%	\$10,000,000
ING Direct	A	\$10,000,000	28-Aug-24	28-Aug-26	731	1.82%	4.63%	\$10,000,000
ING Direct	A	\$5,000,000	28-Aug-24	28-Aug-29	1827	0.91%	4.68%	\$5,000,000
ING Direct	A	\$5,000,000	4-Jun-25	4-Jun-30	1827	0.91%	4.39%	\$5,000,000
ING Direct	A	\$5,000,000	25-Jun-25	25-Jun-30	1827	0.91%	4.29%	\$5,000,000
						8.18%		
Suncorp	AA-	\$10,000,000	7-Mar-24	11-Mar-26	735	1.82%	4.92%	\$10,000,000
Suncorp	AA-	\$10,000,000	13-Dec-24	15-Dec-25	368	1.82%	5.03%	\$10,000,000
Suncorp	AA-	\$5,000,000	5-Mar-25	3-Dec-25	274	0.91%	4.70%	\$5,000,000
Suncorp	AA-	\$10,000,000	19-Mar-25	24-Mar-26	371	1.82%	4.72%	\$10,000,000
Suncorp	AA-	\$10,000,000	11-Jun-25	10-Jun-26	365	1.82%	4.20%	\$10,000,000
Suncorp	AA-	\$10,000,000	27-Jun-25	29-Jun-26	368	1.82%	4.11%	\$10,000,000
Suncorp	AA-	\$5,000,000	30-Jun-25	30-Apr-26	305	0.91%	4.23%	\$5,000,000
						10.91%		
BOQ	A-	\$10,000,000	5-Apr-24	11-Apr-29	1833	1.82%	4.99%	\$10,000,000
BOQ	A-	\$5,000,000	22-May-24	22-Apr-26	701	0.91%	5.05%	\$5,000,000
BOQ	A-	\$15,000,000	27-Nov-24	25-Nov-26	729	2.73%	4.85%	\$15,000,000
BOQ	A-	\$5,000,000	22-Apr-25	22-Oct-25	184	0.91%	4.64%	\$5,000,000
BOQ	A-	\$5,000,000	28-May-25	1-Dec-25	188	0.91%	4.29%	\$5,000,000
BOQ	A-	\$5,000,000	27-Jun-25	27-Feb-26	246	0.91%	4.17%	\$5,000,000
BOQ	A-	\$5,000,000	6-Aug-25	11-Feb-26	190	0.91%	4.19%	\$5,000,000
BOQ	A-	\$5,000,000	27-Aug-25	25-Mar-26	211	0.91%	4.09%	\$5,000,000
						10.00%		
Judo	BBB	\$10,000,000	25-Jun-25	23-Jun-27	729	1.82%	4.15%	\$10,000,000
Judo	BBB	\$5,000,000	17-Sep-25	22-Sep-27	736	0.91%	4.10%	\$5,000,000
						2.73%		
AMP	BBB+	\$10,000,000	18-Dec-24	17-Dec-25	365	1.82%	5.10%	\$10,000,000
AMP	BBB+	\$5,000,000	22-Jan-25	22-Oct-25	274	0.91%	5.05%	\$5,000,000
						2.73%		
AMB	BBB+	\$20,000,000	5-Jun-24	20-Jan-26	595	3.64%	5.36%	\$20,000,000
AMB	BBB+	\$5,000,000	29-Jan-25	29-Jan-27	731	0.91%	4.83%	\$5,000,000
						4.55%		

SCHEDULE OF INVESTMENTS HELD ON BEHALF OF COUNCIL AS AT:				30/09/2025	(Continued)			
	Credit Rating	Purchase Price	Purchase Date	Maturity Date	Term Days	Prop %	Interest Rate	Market Value
<b>Unlisted Community Bank Shares</b>								<b>Market Value</b>
NRMA/IAIG Shares		\$13,253				0.00%		\$13,253
Bendigo Bank	BBB	\$5,000				0.00%		\$5,000
						0.00%		
<b>Total Investments</b>		<b>\$550,018,253</b>				<b>100.0%</b>		<b>\$550,018,253</b>
<b>Total Investments and Cash (at FV)</b>								
Total Investments		\$550,018,253						
CASH: Operating Account		\$1,710,310						
CASH: Management Account (CDA)		\$19,346,682						
		<b>\$571,075,245</b>						
<b>Movement in total investments and cash:</b>								
		<b>31-Aug-25</b>	<b>30-Sep-25</b>	<b>Net Movement</b>				
Total investments		\$ 520,018,253	\$ 550,018,253	\$ 30,000,000				
Operating accounts		\$ 18,179,477	\$ 1,710,310	-\$ 16,469,167				
Short term money market		\$ 19,286,129	\$ 19,346,682	\$ 60,553				
		\$ 557,483,859	\$ 571,075,245	\$ 13,591,386				

NOTE: In accordance with current accounting standards Council is required to obtain market values on its investments and hence the inclusion in the above table. It is important to note that Council does not hold any CDOs which have adversely affected many councils in NSW.

I hereby certify in accordance with Clause 212 of the Local Government (General) Regulation 2005 that the above investments have been made in accordance with Section 625 of the Local Government Act 1993, and Council's investment policies.

**Richard Sheridan**

**RESPONSIBLE ACCOUNTING OFFICER**

#### Investment Translation

The following investment information is provided as translation of what the types of investments are:

- \* A Term Deposit is a short term deposit held at a financial institution for a fixed term and attracts interest at the prevailing market rate.
- \* A Bank Bill is a short term investment issued by a bank representing its promise to pay a specific sum to the bearer on settlement. The amount payable to Council at maturity is the face value which represents the purchase price and interest earned.
- \* A Floating Rate Note is a longer term investment issued by a financial institution with a variable interest rate. The adjustments to the interest rate are usually made every three months are tied to a certain money-market index such as the Bank Bill Swap Rate (BBSW).
- \* A CDO (Collateralised Debt Obligation) is an investment backed by a diversified pool of one or more classes of debt. These investments are for longer terms and offer a higher rate of interest. Council does not invest in CDOs.
- \* A Capital Guaranteed Note is a longer term investment issued by a financial institution with a fixed coupon that is paid contingent on the performance of the underlying investments, being equities, property bonds etc. In addition, this form of investment also can attract capital growth. The issuer of the note has provided a guarantee that the capital is guaranteed at maturity.
- \* A Floating Term Deposit and Variable Rate Deposits are exactly the same as term deposits except they automatically roll over (reinvest) at the end of the 90-day period for up to 2 years.
- \* Money Market Call Account refers to funds held at a financial institution and can be recalled by Council either same day or overnight.
- \* Unlisted Community Bank Shares refer to bank shares not listed on the Australian Stock Exchange. The local community owns and operates the Bendigo Bank branch which assists the bank in providing banking infrastructure and community support.

#### Credit Ratings

- \* AAA - Extremely strong capacity to meet financial commitments (highest rating).
- \* AA - Very strong capacity to meet financial commitments.
- \* A - Strong capacity to meet financial commitments, but somewhat more susceptible to adverse economic conditions and changes in circumstances.
- \* BBB - Adequate capacity to meet financial commitments with adverse economic conditions or changing circumstances more likely to lead to a weakened capacity of the obligor to meet its financial commitments.
- \* BB - Less vulnerable in the near term, but faces uncertainties and exposures to adverse business, financial and economic conditions.
- \* B - More vulnerable to non-payment than obligations rated 'BB', but the obligor has the capacity to meet its financial commitment on the obligation.
- \* CCC - Currently vulnerable, dependent upon favourable business, financial and economic conditions to meet its financial commitments.
- \* CC - Currently highly vulnerable.
- \* C - Highly likely to default.

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## Financial Implications

- |                                      |                                     |
|--------------------------------------|-------------------------------------|
| Not applicable                       | <input checked="" type="checkbox"/> |
| Included in existing approved budget | <input type="checkbox"/>            |
| Additional funds required            | <input type="checkbox"/>            |
- 

## Community Strategic Plan

- |  |                                     |
|--|-------------------------------------|
| Theme One – In 2035 Bayside will be a vibrant and liveable place                                 | <input type="checkbox"/>            |
| Theme Two – In 2035 our Bayside community will be connected and feel that they belong            | <input type="checkbox"/>            |
| Theme Three – In 2035 Bayside will be green, resilient and sustainable                           | <input type="checkbox"/>            |
| Theme Four – In 2035 Bayside will be financially sustainable and support a dynamic local economy | <input checked="" type="checkbox"/> |
- 

## Risk Management – Risk Level Rating

- |                |                                     |
|----------------|-------------------------------------|
| No risk        | <input type="checkbox"/>            |
| Low risk       | <input type="checkbox"/>            |
| Medium risk    | <input checked="" type="checkbox"/> |
| High risk      | <input type="checkbox"/>            |
| Very High risk | <input type="checkbox"/>            |
| Extreme risk   | <input type="checkbox"/>            |
- 

## Community Engagement

Not applicable

## Attachments

Nil

## Council Meeting

22/10/2025

Item No	11.3
Subject	<b>Draft General Purpose Financial Statements and Statement by Councillors and Management for the year ended 30 June 2025</b>
Report by	Richard Sheridan, Director City Performance
File	F25/27

## Summary

Council's draft General Purpose Financial Statements for the Year Ended 30 June 2025 ('the Statements') have been prepared in accordance with the Australian Accounting Standards and Australian Accounting Interpretations, the Local Government Act 1993 (NSW) and Regulations, and the Local Government Code of Accounting Practice and Financial Reporting.

The Statements have been subject to audit procedures by the Audit Office of NSW (Audit Office) in accordance with their Client Engagement Plan. Council expects to receive an unqualified audit opinion on its financial statements, provided it addresses some outstanding matters noted in this report. Council is committed to resolving these so that an unqualified audit opinion is received for the year ended 30 June 2025.

For Council's draft General Purpose Financial Statements for the year ended 30 June 2025 to be deemed acceptable for the Auditor's sign-off and subsequent submission to the Office of Local Government, the Act requires that the '*Statement by Councillors and Management*' be signed by the relevant signatories by a resolution of Council.

The Statements have been reviewed by Council's Auditors and the Director – Financial Audit, Chris Harper, presented the Engagement Closing Report to the Audit, Risk and Improvement Committee (ARIC) on Tuesday 14 October 2025.

The operating result from continuing operations is \$35.5M, up \$1.1M on prior year. The net operating result excluding grants and contributions provided for capital purposes is \$5.4M, being \$4.5M less than prior year.

Revenue is \$21.0M up on prior year due to an increase in rates and annual charges (+\$8.4M), capital grants and contributions received (+\$5.6M), Coward St shared path funding (+\$2.7M) and higher revenue from Angelo Anestis Aquatic Centre (+\$1.2M). Operating income excluding grants and contributions provided for capital purposes is \$236.1M, being \$15.3M higher than previous year.

Expenses are \$14.2M higher than prior year due to an increase in employment costs \$5.2M, waste collection costs up \$5.7M (including \$1.8M for the green bin rollout) and contractor costs up \$4.5M. This is offset by reduction in raw materials costs -\$4.2M due to lower WIP write off of \$0.9M, compared to \$5.0M in the prior year.

During the 2024-25 financial year Council engaged external consultants to assist in a comprehensive revaluation of Transport infrastructure assets and a desktop indexation of the remaining infrastructure and land assets as part of an annual valuation review of infrastructure and property assets. This resulted in an uplift of asset values booked on the balance sheet of \$57.9M (FY24 \$77.2M).

The performance ratios detailed in this report demonstrate that Council is in a very sound financial position and has exceeded five of the six benchmarks. The performance ratios provide further context and understanding of Council's results which may not be evident from the raw numbers presented in the primary statements.

Cash and investments increased \$32.8M to \$544.9M and comprised of external restrictions of \$425.1M (up \$27.1M), internal restrictions of \$112.8M (up \$5.3M) and unrestricted cash remained steady at \$1.0M. Council's share in CivicRisk Mutual Ltd increased \$0.4M.

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## Officer Recommendation

- 1 That Council receives and notes the draft General Purpose Financial Statements and Special Schedules for 30 June 2025
- 2 That the Mayor, Deputy Mayor, General Manager and Responsible Accounting Officer sign the Statement by Councillors and Management on the General Purpose Financial Statements for the year ended 30 June 2025.

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## Background

Council has prepared its draft General Purpose Financial Statements for the Year Ended 30 June 2025 ('the Statements') in accordance with the Australian Accounting Standards and Australian Accounting Interpretations, the Local Government Act 1993 (NSW) and Regulations, and the Local Government Code of Accounting Practice and Financial Reporting.

The Audit Office have audited Bayside Council's;

- General Purpose Finance Statements;
- Special Schedule 'Permissible income for general rates';
- Roads to Recovery (RTR) Program;
- Local Roads and Community Infrastructure (LRCI) Program; and
- Application for Payment of Pensioner Concession Subsidy.

Council received an unmodified opinion on the Application for Payment of Pensioner Concession Subsidy on Tuesday, 30 September 2025 and provided to the Office of Local Government on the same day.

The Audit Office are in the final stages of completing the audit process, pending the finalisation of secondary and quality reviews, clearance queries and outstanding items as noted in the audit closing report.

Subject to the signing of the 'Statement by Councillor's and Management', Council expects to receive an unqualified audit opinion of the Statements on 23 October (or soon after), provided that the outstanding matters that arise during the audit and closing report are satisfactorily resolved.

The Audit Office have reviewed the draft financial statements and all required changes have been actioned by management. No further changes are expected to the numbers and / or disclosures.

ARIC as part of their charter reviewed the draft financial statements on Tuesday 14 October 2025. Following the review the draft financial statements have been referred to Council for signing.

The draft General Purpose Financial Statements and Special Schedules for 30 June 2025 are attached to this report.

### Financial Summary

The Financial Statements are made up of five key financial reports, namely, Income Statement; Statement of Comprehensive Income; Statement of Financial Position; Statement of changes in Equity; and Statement of Cash Flows.

Summarised below are the key financial indicators relating to Council's Financial Statements.

Table 1 - Summary of Financial Statements

Summary	30-Jun-25 (\$'000)	30-Jun-24 (\$'000)	% Change
<b>Income Statement</b>			
Total Income from Continuing Operations (ex Capital)	236,093	220,750	+7.0%
Grant and Contributions for Capital Purposes	30,044	24,411	+23.1%
Total Expenses from Continuing Operations	(194,412)	(180,184)	+7.9%
Depreciation, amortisation and impairment	(36,239)	(30,619)	+18.4%
<b>Operating Surplus from Continuing Operations</b>	<b>35,486</b>	<b>34,358</b>	<b>+3.3%</b>
<b>Net Operating Surplus before capital grants and contributions</b>	<b>5,442</b>	<b>9,947</b>	<b>-45.3%</b>
<b>Statement of Financial Position</b>			
Total Current assets	397,325	368,184	+7.9%
Total Current Liabilities	(57,107)	(55,189)	+3.5%
Total Non-current Assets	2,113,390	2,048,391	+3.2%
Total Non-current Liabilities	(2,802)	(3,960)	-29.1%
<b>Net assets</b>	<b>2,443,493</b>	<b>2,357,426</b>	<b>+3.6%</b>

Table 2 - Summary of Cash and Investments

Summary of Cash and Investments	30-Jun-25 (\$'000)	30-Jun-24 (\$'000)	Comments
External restrictions	425,077	397,945	Externally restricted balances include developer contributions, special rate levies and domestic waste management charges.
Internal restrictions	112,755	107,443	Balances are internally restricted due to Council policy or decisions for forward plans including works program.
Unrestricted	1,025	1,057	Unrestricted balances provide liquidity for day-to-day operations.
Equity Investment	6,046	5,630	Civic Risk is now recognised as an equity investment.
<b>Total Cash and Investments</b>	<b>544,903</b>	<b>512,075</b>	

The Financial Statements show a positive net operating result of \$35.5M. This result includes capital grants and contributions. The net operating result excluding capital grants and contributions is a surplus of \$5.4M.

The factors contributing to the surplus in net operating result excluding capital grants and contributions are summarised below.

- **User fees and charges** has risen by approx. \$2.5M compared to the prior year. This is due to additional \$1.2M income generated from the Angelo Anestis Aquatic Centre and additional applications for Road Opening Permits received compared to prior year by circa \$0.6M.
- **Other revenue** has increased by approx. \$5.2M compared to the prior year. This was primarily due to Council receiving \$2.7m from Transport for NSW towards the Coward St Shared Path project. Insurance claims received during the year increased by circa \$0.5m. SACL Ex-Gratia payment received increased by circa \$0.3m.
- **Operating grants and contributions** have decreased by \$1.2m compared to the prior year. This was primarily due to the reduction in Financial Assistance Grant payment received in advance (FY25: 50% vs FY24: 85%).
- **Materials and services** have increased by approx. \$7.3M compared to the prior year. This was mainly due to one-off projects such as rollout of green bins to the former Rockdale LGA (+\$1.8M), Cook Park Dune Restoration (+\$1.2M), Ramsgate Beach Sand Nourishment (+\$1.2M) and Council election costs (+\$1.0M). The full year impact of the maintenance costs for Barton Park of circa \$0.7M was also reflected in FY25 since the opening of Barton Park in May of the previous financial year.
- **Depreciation, amortisation and impairment** has increased by \$5.6m compared to the prior year. This was primarily due to the increase in Roads values from the revaluation which resulted in a significant increase to depreciation expense. Council has also accelerated depreciation of assets marked for demolition, such as the Mascot Admin Building, Bexley Bowling Pool and Botany Aquatic Centre.



- **Loss on disposal of assets** has increased by \$2M compared to prior year. This was due to the \$1m disposal of operational land 20 Hartill-Law Avenue during the year. Disposal of Roads, Bridges, Footpath assets were also higher than prior year.

**Fair Value Assessment of various asset classes** increased the Asset Revaluation Reserve by approx. \$57.9M

Council engaged iinSights to undertake following fair value assessments;

- Comprehensive revaluation of Transport infrastructure assets as at 1 July 2024
- Indexation review of all infrastructure assets, excluding Transport and Stormwater as at 30 June 2025

The fair value assessments excluded additions to the fixed asset register during 2024-2025 which were recorded at cost.

#### *Comprehensive Revaluation*

Financial Subclass	Replacement Cost	Accumulated Depreciation	Fair Value	Forecast Annual Depreciation
Infrastructure-Roads (Bulk Earthworks, Pavement & Surface)	\$547,030,416	\$130,584,229	\$416,446,188	\$7,638,672
Infrastructure-Roads (Kerb)	\$170,098,042	\$84,881,901	\$85,216,141	\$1,700,980
Infrastructure-Footpaths	\$216,380,782	\$98,307,979	\$118,072,804	\$2,725,641
Infrastructure-Other Road Assets	\$75,219,153	\$23,137,762	\$52,081,391	\$1,267,845
<b>Total</b>	<b>\$1,008,728,394</b>	<b>\$336,911,871</b>	<b>\$671,816,523</b>	<b>\$13,333,138</b>

In accordance with AASB13 CI89 the most reliable inputs have been used for this revaluation with information as provided by Council. All assets within this Financial Class were valued using the cost approach. There were no assets valued where it was assumed that the highest and best use was other than its current use.

#### *Indexation Review*

Financial Asset Class	Financial Asset Sub Class	Gross Replacement Cost	Adjustment for Obsolescence	Fair Value	Estimated Annual Depreciation Expense
Structures	Buildings	\$363,831,990	\$137,179,456	\$226,652,534	\$6,024,728
Infrastructure	Bridges	\$19,111,809	\$6,816,554	\$12,295,255	\$243,807
	Other Infrastructure Assets	\$12,715,895	\$2,866,464	\$9,849,432	\$250,891
	Other Open Space & Recreation	\$196,505,553	\$45,869,659	\$150,635,893	\$6,720,763
	Swimming Pools	\$5,727,649	\$1,527,415	\$4,200,234	\$199,603
<b>Total</b>		<b>\$597,892,896</b>	<b>\$194,259,548</b>	<b>\$403,633,348</b>	<b>\$13,439,791</b>

In accordance with AASB13 CI 89 the most reliable inputs have been used for this revaluation with information as provided by Council. All assets within this Financial Class were valued using the indexation approach.

Council engage Australis Asset Advisory Group for the desktop indexation assessment of Operational Land for 30 June 2025.

Table 3 - Cash Result

<b>Summary</b>	<b>30-Jun-25 (\$'000)</b>
<b>Income Statement</b>	
Total Income from Continuing Operations <sup>*1</sup>	266,117
Total Expenses from Continuing Operations	230,631
<b>Operating Surplus / (Deficit) from Continuing Operations</b>	<b>35,486</b>
<b>Capital and Reserve Movements</b>	
Capital Expenditure <sup>*2</sup>	(40,964)
Loan Repayments	(3,577)
Net Transfers (To)/ From Reserves	(32,446)
Sale of Assets	3,572
WDV of Asset Disposals	(10,726)
Externally restricted assets	403
<b>Net Capital and Reserve Movements</b>	<b>(83,738)</b>
<b>Net Result (Including Depreciation)</b>	<b>(48,252)</b>
<b>Add Back Non-Cash Items</b>	<b>56,121</b>
<b>Cash Result Surplus/ (Deficit)</b>	<b>7,869</b>

<sup>\*1</sup> Includes Non-Cash Contributions Revenue

<sup>\*2</sup> Includes Non-Cash Contributed Assets

### One off Items

The accounting standard have impacts on Council's Net Operating results and therefore recognising one-off adjustments is key to assess the recurring results. The recurring results are a picture of the sustainable surplus excluding interest to the external reserves. The position has improved year on year which is a positive sign.

The net results would be reported a lot differently once we consider one-offs and interest related to external reserves.

Table 4 – One off Items

Summary	30-Jun-25 (\$'000)	30-Jun-24 (\$'000)	% Change
<b>Net Operating Surplus / (Loss) before capital grants and contributions</b>	<b>5,442</b>	<b>9,947</b>	<b>+46%</b>
<u>One-offs</u>			
Prepaid Federal Grants - B2-4	(3,260)	(5,264)	-38.1%
Impairments (asset written off and compulsory acquired)	10,476	8,007	+30.8%
Modern Workplace	1,086	1,850	-41.3%
Green waste bin rollout	1,800	-	N/A
Council Election	1,000	-	N/A
Profit on Sale	(1,762)	(1,244)	+41.6%
Interest on external reserves	(16,448)	(15,768)	+4.3%
<b>Recurring Net Operating Surplus</b>	<b>(1,666)</b>	<b>(2,472)</b>	<b>-32.6%</b>

Table 5 - Performance Ratios

The performance ratios detailed in table 4 below show 'normalised' indicators of Council's performance and should be considered together with the Financial Statements when assessing Councils' performance. The performance ratios provide further context and understanding of Councils results which may not be evident from the raw numbers presented in the primary statements.

Council has maintained the same position by achieving 5 of 6 ratios and has never net the rates and annual charges.

Noting the changes to the accounting code have resulted in these being removed from the financial report but council has opted to keep reporting these to maintain transparency on Bayside financial performance.

Income statement - performance ratios	30-Jun-25 (\$'000)	30-Jun-24 (\$'000)	OLG Benchmark	Commentary
Operating Performance Ratio (%)	5.86%	7.20%	> 0%	<p>The operating performance ratio measures how well Council contained operating expenditure within operations revenue.</p> <p>4 years running above 5% is a significant achievement.</p>
Own Source Operating Revenue Ratio (%)	84.56%	84.99%	> 60%	<p>The own source operating revenue ratio measures Council's fiscal flexibility and the degree to which it relies on external funding sources such as operating grants and contributions.</p> <p>Council continues to exceed the benchmark.</p>
Cash Expense Cover Ratio (mths)	32.16	31.75	> 3 mths	<p>This liquidity ratio indicates the number of months Council can continue paying for its immediate expenses without additional cash inflow.</p> <p>Council continues to exceed the benchmark. The increase in ratio is due to level of cash and investments.</p>
Unrestricted Current Ratio (times)	4.82	4.66	> 1.5x	<p>The 'unrestricted current ratio' is specific to Local Government and represents Council's ability to meet its short-term obligations as they fall due.</p> <p>Council continues to exceed the benchmark and it has improved year on year.</p>
Debt Service Cover Ratio (times)	13.54x	12.33x	> 2x	<p>The 'debt service cover ratio' measures the operating cash to service debt including interest, principal, and lease payments.</p> <p>Council continues to exceed the benchmark. The ratio is steady year-on-year.</p>
Rates & Annual Charges Outstanding Ratio (%)	7.04%	6.85%	< 5%	<p>The 'rates and annual charges outstanding percentage' assesses the impact of uncollected rates and annual charges on Council's liquidity and the adequacy of debt recovery efforts.</p> <p><b>The ratio experienced a minor increase compared to prior.</b></p> <p>Council's ratio is historically high due to its policy on pensioner rate payers and carryover from Council's no collection policy during COVID. The ratio has improved gradually year-on-year from 8.30% in 2021. The impact on the</p>

Income statement - performance ratios	30-Jun-25 (\$'000)	30-Jun-24 (\$'000)	OLG Benchmark	Commentary
				cost of living over the last 12 months has also impacted the ability of some rate payers to pay rates on time.

## Financial Implications

- Not applicable ☒
- Included in existing approved budget ☐
- Additional funds required ☐

## Community Strategic Plan

- Theme One – In 2035 Bayside will be a vibrant and liveable place ☐
- Theme Two – In 2035 our Bayside community will be connected and feel that they belong ☐
- Theme Three – In 2035 Bayside will be green, resilient and sustainable ☐
- Theme Four – In 2035 Bayside will be financially sustainable and support a dynamic local economy ☒

## Risk Management – Risk Level Rating

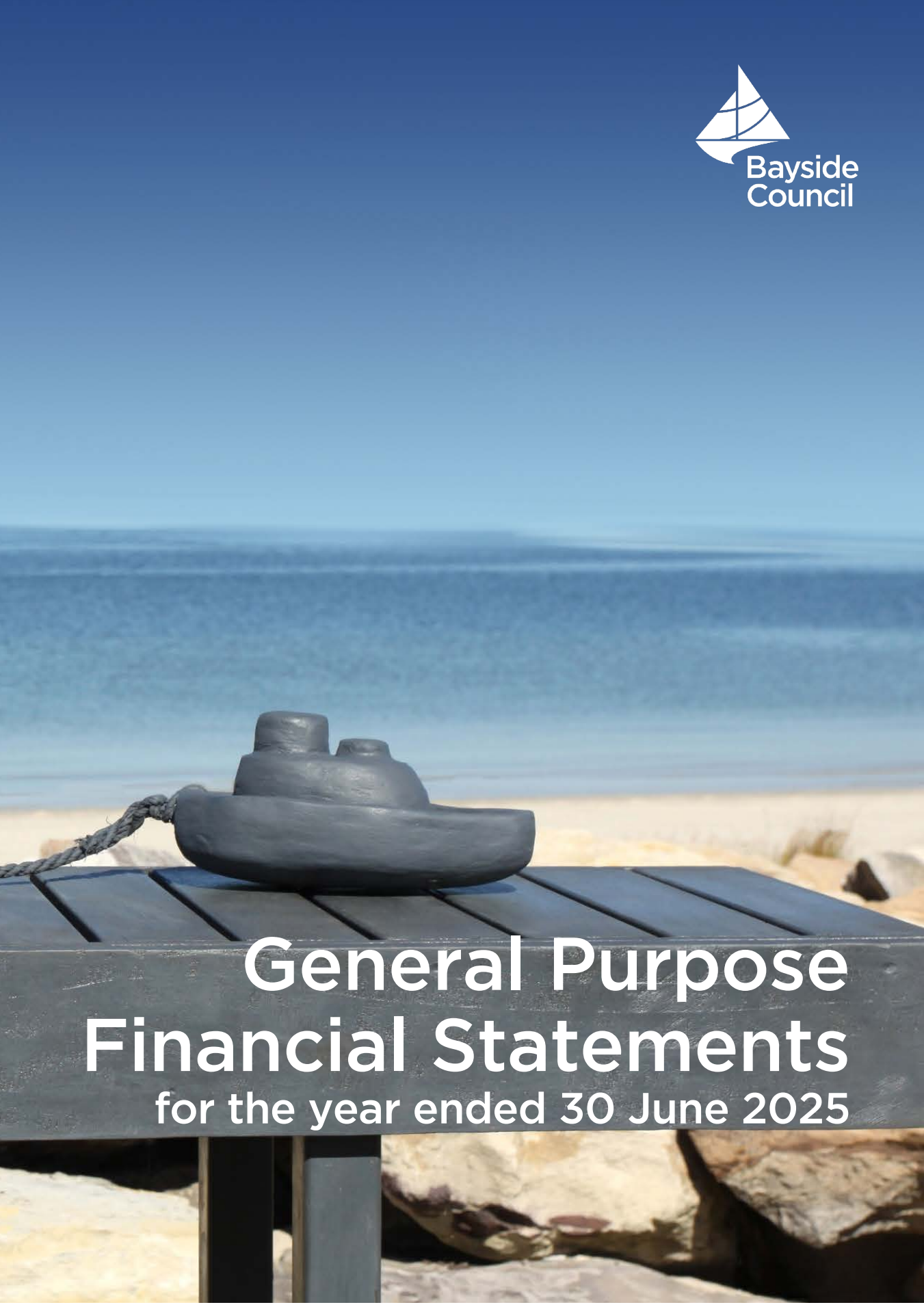
- No risk ☒
- Low risk ☐
- Medium risk ☐
- High risk ☐
- Very High risk ☐
- Extreme risk ☐

## Community Engagement

Not applicable

## Attachments

- 1 [Bayside Council - draft General Purpose Financial Statements - 30 JUNE 2025](#)
- 2 [Bayside Council - draft Special Schedules - 30 JUNE 2025](#)
- 3 [Statement by Councillors and Management 30 June 2025](#)

The background of the cover is a photograph of a black mooring buoy with a rope, resting on a wooden pier. In the background, there is a sandy beach and a blue ocean under a clear sky.

# General Purpose Financial Statements

for the year ended 30 June 2025

## Bayside Council

### General Purpose Financial Statements

for the year ended 30 June 2025

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#### Overview

Bayside Council is constituted under the Local Government Act 1993 (NSW) and has its principal place of business at:

444/446 Princes Highway  
Rockdale NSW 2216

Council's guiding principles are detailed in Chapter 3 of the LGA and includes:

- principles applying to the exercise of functions generally by council,
- principles to be applied when making decisions,
- principles of community participation,
- principles of sound financial management, and
- principles for strategic planning relating to the development of an integrated planning and reporting framework.

A description of the nature of Council's operations and its principal activities are provided in Note B1-2.

Through the use of the internet, we have ensured that our reporting is timely, complete and available at minimum cost. All press releases, financial statements and other information are publicly available on our website: [www.bayside.nsw.gov.au](http://www.bayside.nsw.gov.au).

## Bayside Council

### General Purpose Financial Statements

for the year ended 30 June 2025

#### Statement by Councillors and Management made pursuant to Section 413(2)(c) of the *Local Government Act 1993 (NSW)*

**The attached General Purpose Financial Statements have been prepared in accordance with:**

- the *Local Government Act 1993* and the regulations made thereunder;
- the Australian Accounting Standards issued by the Australian Accounting Standards Board;
- the Local Government Code of Accounting Practice and Financial Reporting.

**To the best of our knowledge and belief, these statements:**

- present fairly the Council's operating result and financial position for the year;
- accord with Council's accounting and other records.

**We are not aware of any matter that would render this report false or misleading in any way.**

**Signed in accordance with a resolution of Council made on 22 October 2025.**

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Edward McDougall  
**Mayor**  
22 October 2025

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Heidi Lee Douglas  
**Deputy Mayor**  
22 October 2025

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Meredith Wallace  
**General Manager**  
22 October 2025

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Richard Sheridan  
**Responsible Accounting Officer**  
22 October 2025



## Bayside Council

### Income Statement

for the year ended 30 June 2025

Original unaudited budget 2025 \$ '000		Notes	Actual 2025 \$ '000	Actual 2024 \$ '000
<b>Income from continuing operations</b>				
148,819	Rates and annual charges	B2-1	150,305	141,933
18,807	User charges and fees	B2-2	20,346	17,896
14,531	Other revenues	B2-3	21,455	16,224
11,002	Grants and contributions provided for operating purposes	B2-4	10,994	12,253
11,638	Grants and contributions provided for capital purposes	B2-4	30,044	24,411
21,234	Interest and investment income	B2-5	27,806	26,471
4,520	Other income	B2-6	5,174	5,947
–	Net share of interests in joint ventures and associates using the equity method	D2-1	13	26
230,551	<b>Total income from continuing operations</b>		<b>266,137</b>	<b>245,161</b>
<b>Expenses from continuing operations</b>				
92,662	Employee benefits and on-costs	B3-1	89,104	83,822
80,429	Materials and services	B3-2	91,607	84,251
76	Borrowing costs	B3-3	70	121
4,950	Other expenses	B3-5	4,852	5,227
–	Net loss from the disposal of assets	B4-1	8,779	6,763
178,117	<b>Total expenses from continuing operations excluding depreciation, amortisation and impairment of non-financial assets</b>		<b>194,412</b>	<b>180,184</b>
52,434	<b>Operating result from continuing operations excluding depreciation, amortisation and impairment of non-financial assets</b>		<b>71,725</b>	<b>64,977</b>
32,710	Depreciation, amortisation and impairment of non-financial assets	B3-4	36,239	30,619
19,724	<b>Operating result from continuing operations</b>		<b>35,486</b>	<b>34,358</b>
19,724	<b>Net operating result for the year attributable to Council</b>		<b>35,486</b>	<b>34,358</b>
<b>Net operating result for the year before grants and contributions provided for capital purposes</b>				
8,085			5,442	9,947

The above Income Statement should be read in conjunction with the accompanying notes.

Bayside Council | Statement of Comprehensive Income | for the year ended 30 June 2025

## Bayside Council

### Statement of Comprehensive Income

for the year ended 30 June 2025

		2025 \$ '000	2024 \$ '000
	Notes		
<b>Net operating result for the year – from Income Statement</b>		<b>35,486</b>	<b>34,358</b>
<b>Other comprehensive income:</b>			
Amounts which will not be reclassified subsequent to operating result			
Gain /(loss) on revaluation of infrastructure, property, plant and equipment	C1-6	<b>57,893</b>	77,208
<b>Other comprehensive income for the year</b>		<b>57,893</b>	<b>77,208</b>
<b>Total comprehensive income for the year attributable to Council</b>		<b>93,379</b>	<b>111,566</b>

The above Statement of Comprehensive Income should be read in conjunction with the accompanying notes.

## Bayside Council

### Statement of Financial Position as at 30 June 2025

	Notes	2025 \$ '000	2024 \$ '000
<b>ASSETS</b>			
<b>Current assets</b>			
Cash and cash equivalents	C1-1	13,844	21,429
Investments	C1-2	355,013	320,011
Receivables	C1-4	26,167	24,929
Inventories	C1-5	300	275
Other		2,001	1,540
<b>Total current assets</b>		<b>397,325</b>	<b>368,184</b>
<b>Non-current assets</b>			
Investments	C1-2	176,046	170,635
Infrastructure, property, plant and equipment (IPPE)	C1-6	1,936,833	1,876,816
Intangible assets	C1-7	110	498
Right of use assets	C2-1	24	78
Investments accounted for using the equity method	D2-1	377	364
<b>Total non-current assets</b>		<b>2,113,390</b>	<b>2,048,391</b>
<b>Total assets</b>		<b>2,510,715</b>	<b>2,416,575</b>
<b>LIABILITIES</b>			
<b>Current liabilities</b>			
Payables	C3-1	31,602	28,388
Contract liabilities	C3-2	1,823	–
Lease liabilities	C2-1	24	54
Borrowings	C3-3	121	3,577
Employee benefit provisions	C3-4	20,364	20,034
Provisions	C3-5	3,174	3,136
<b>Total current liabilities</b>		<b>57,108</b>	<b>55,189</b>
<b>Non-current liabilities</b>			
Lease liabilities	C2-1	–	24
Borrowings	C3-3	–	121
Employee benefit provisions	C3-4	1,602	1,219
Provisions	C3-5	1,200	2,596
<b>Total non-current liabilities</b>		<b>2,802</b>	<b>3,960</b>
<b>Total liabilities</b>		<b>59,910</b>	<b>59,149</b>
<b>Net assets</b>		<b>2,450,805</b>	<b>2,357,426</b>
<b>EQUITY</b>			
Accumulated surplus		2,036,666	2,001,180
IPPE revaluation surplus	C4-1	414,139	356,246
<b>Council equity interest</b>		<b>2,450,805</b>	<b>2,357,426</b>
<b>Total equity</b>		<b>2,450,805</b>	<b>2,357,426</b>

The above Statement of Financial Position should be read in conjunction with the accompanying notes.

## Bayside Council

### Statement of Changes in Equity for the year ended 30 June 2025

	Notes	2025			2024		
		Accumulated surplus \$ '000	IPPE revaluation surplus \$ '000	Total equity \$ '000	Accumulated surplus \$ '000	IPPE revaluation surplus \$ '000	Total equity \$ '000
Opening balance at 1 July		2,001,180	356,246	2,357,426	1,966,822	279,038	2,245,860
Net operating result for the year		35,486	–	35,486	34,358	–	34,358
<b>Net operating result for the year</b>		<b>35,486</b>	<b>–</b>	<b>35,486</b>	<b>34,358</b>	<b>–</b>	<b>34,358</b>
<b>Other comprehensive income</b>							
Gain /(loss) on revaluation of infrastructure, property, plant and equipment	C1-6	–	57,893	57,893	–	77,208	77,208
<b>Total comprehensive income</b>		<b>35,486</b>	<b>57,893</b>	<b>93,379</b>	<b>34,358</b>	<b>77,208</b>	<b>111,566</b>
<b>Closing balance at 30 June</b>		<b>2,036,666</b>	<b>414,139</b>	<b>2,450,805</b>	<b>2,001,180</b>	<b>356,246</b>	<b>2,357,426</b>

The above Statement of Changes in Equity should be read in conjunction with the accompanying notes.

## Bayside Council

### Statement of Cash Flows

for the year ended 30 June 2025

Original unaudited budget 2025 \$ '000		Notes	Actual 2025 \$ '000	Actual 2024 \$ '000
<b>Cash flows from operating activities</b>				
<b>Receipts:</b>				
148,819	Rates and annual charges		149,722	142,353
18,807	User charges and fees		20,701	18,919
21,234	Interest received		26,607	22,157
22,640	Grants and contributions		35,071	34,160
–	Bonds, deposits and retentions received		1,394	841
19,050	Other		37,505	35,754
<b>Payments:</b>				
(92,662)	Payments to employees		(88,167)	(83,178)
(79,136)	Payments for materials and services		(102,969)	(98,322)
(76)	Borrowing costs		(70)	(121)
(4,950)	Other		(6,203)	(6,152)
53,726	<b>Net cash flows from operating activities</b>	G1-1	<b>73,591</b>	<b>66,411</b>
<b>Cash flows from investing activities</b>				
<b>Receipts:</b>				
22,000	Sale of investments		355,000	496,650
–	Proceeds from sale of IPPE		3,573	2,703
<b>Payments:</b>				
–	Acquisition of term deposits		(40,000)	(3,350)
–	Purchase of investments		(354,999)	(496,651)
(41,890)	Payments for IPPE		(41,119)	(68,292)
(19,890)	<b>Net cash flows from investing activities</b>		<b>(77,545)</b>	<b>(68,940)</b>
<b>Cash flows from financing activities</b>				
<b>Payments:</b>				
(3,400)	Repayment of borrowings		(3,577)	(3,600)
–	Principal component of lease payments		(54)	(55)
(3,400)	<b>Net cash flows from financing activities</b>		<b>(3,631)</b>	<b>(3,655)</b>
30,436	<b>Net change in cash and cash equivalents</b>		<b>(7,585)</b>	<b>(6,184)</b>
21,429	Cash and cash equivalents at beginning of year		21,429	27,613
51,865	<b>Cash and cash equivalents at end of year</b>	C1-1	<b>13,844</b>	<b>21,429</b>
430,000	plus: Investments on hand at end of year	C1-2	531,059	490,646
481,865	<b>Total cash, cash equivalents and investments</b>		<b>544,903</b>	<b>512,075</b>

The above Statement of Cash Flows should be read in conjunction with the accompanying notes.

## Bayside Council

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## Bayside Council

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## A About Council and these financial statements

### A1-1 Basis of preparation

These financial statements were authorised for issue by Council on 22 October 2025. Council has the power to amend and reissue these financial statements in cases where critical information is received from public submissions or where the OLG directs Council to amend the financial statements.

The material accounting policy information related to these financial statements are set out below. Accounting policies have been consistently applied to all the years presented, unless otherwise stated.

These general purpose financial statements have been prepared in accordance with Australian Accounting Standards and Australian Accounting Interpretations, the *Local Government Act 1993 (Act)* and *Local Government (General) Regulation 2021 (Regulation)*, and the Local Government Code of Accounting Practice and Financial Reporting. Council is a not for-profit entity. The financial statements are presented in Australian dollars and are rounded to the nearest thousand dollars.

#### **Historical cost convention**

These financial statements have been prepared under the historical cost convention, as modified by the revaluation of certain financial assets and liabilities and certain classes of infrastructure, property, plant and equipment.

#### **Significant accounting estimates and judgements**

The preparation of financial statements requires the use of certain critical accounting estimates. It also requires management to exercise its judgement in the process of applying the Council's accounting policies. Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that may have a financial impact on the Council and that are believed to be reasonable under the circumstances.

#### **Critical accounting estimates and assumptions**

Council makes estimates and assumptions concerning the future. The resulting accounting estimates will, by definition, seldom equal the related actual results. The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year include:

- i. fair values of Infrastructure, property, plant and equipment – refer Note C1-6.
- ii. tip remediation provisions – refer Note C3-5
- iii. employee benefit provisions – refer Note C3-4.

#### **Significant judgements in applying the Council's accounting policies**

- i. Impairment of receivables - refer Note C1-4.
- ii. Determination of whether performance obligations are sufficiently specific and whether the contract is within the scope of AASB 15 *Revenue from Contracts with Customers* and / or AASB 1058 *Income of Not-for-Profit Entities* – refer to Notes B2-2 – B2-4.
- iii. Determination of the lease term, discount rate (when not implicit in the lease) and whether an arrangement contains a lease – refer to Note C2-1.

### **Monies and other assets received by Council**

#### **The Consolidated Fund**

In accordance with the provisions of Section 409(1) of the *Local Government Act 1993*, all money and property received by Council is held in the Council's Consolidated Fund.

The Consolidated Fund has been included in the financial statements of the Council.

Cash and other assets of the following activities have been included as part of the Consolidated Fund:

- General purpose operations

#### **Volunteer services**

Council utilises volunteers within the library network to deliver valuable programs to the community and to assist with regeneration projects as part of the BushCare program. Whilst the contributions of volunteers are a valued aspect of certain services provided to the community, the financial value of these contributions is not considered material, and furthermore, would not be otherwise purchased. Accordingly, volunteer services are not recognised in these financial statements.

#### **New accounting standards and interpretations issued but not yet effective**



## A1-1 Basis of preparation (continued)

Certain new accounting standards and interpretations have been published that are not mandatory for the 30 June 2025 reporting period. Council has not applied any pronouncements before its operative date in the annual reporting period beginning 1 July 2024.

Council's assessment of the impact of the new standards, and interpretations relevant to them, is set out below;

### **AASB 18 Presentation and Disclosure in Financial Statements**

This standard replaces AASB 101 *Presentation of Financial Statements* and sets out the requirements for the structure of the financial statements, including the application of fundamental concepts such as materiality.

AASB 18 introduces additional subtotals into the Statement of Profit or Loss as well as restructuring the statement into operating, investing and financing elements.

Management performance measures are also required to be disclosed.

The presentation of Council's primary statements will be changed along with some additional disclosures, however there will be no effect on Council's reported position or performance.

The standard applies to annual reporting periods beginning on or after 1 January 2028, i.e., Councils' financial statements for the year ended 30 June 2029.

### **AASB 2024-2 Amendments to Australian Accounting Standards - Classification and Measurement of Financial Instruments [AASB 7 and AASB 9]**

This Standard amends AASB 7 and AASB 9 in response to feedback from the 2022 Post-implementation Review of the classification and measurement requirements in AASB 9 and related requirements in AASB 7 and the subsequent 2023 Exposure Draft.

This Standard amends requirements related to:

- (a) settling financial liabilities using an electronic payment system; and
- (b) assessing contractual cash flow characteristics of financial assets with environmental, social and corporate governance (ESG) and similar features.

This Standard also amends disclosure requirements relating to investments in equity instruments designated at fair value through other comprehensive income and adds disclosure requirements for financial instruments with contingent features that do not relate directly to basic lending risks and costs.

Likely impact of this standard is:

- potentially earlier derecognition of liabilities settled by electronic means which meet the updated criteria in AASB 9.
- reclassification of financial assets with ESG features based on the revised guidance in relation to whether amortised costs can be used – not likely to be significant for Councils.
- additional disclosures for equity instruments classified as fair value through other comprehensive income – these instruments are rare for Councils.

The standard applies to annual reporting periods beginning on or after 1 January 2026, i.e. council financial statements for the year ended 30 June 2027.

### **AASB 2024-3 Amendments to Australian Accounting Standards – Annual Improvements Volume 11 [AASB 1, AASB 7, AASB 9, AASB 10 and AASB 107]**

This Standard amends:

- a. AASB 1 to improve consistency between paragraphs B5-B6 of AASB 1 and the requirements for hedge accounting in AASB 9 and improve the understandability of AASB 1;
- b. AASB 7 to
  - i. replace a cross-reference in paragraph B3 of AASB 7 to a deleted AASB 7 paragraph with a reference to AASB 13 Fair Value Measurement; and
  - ii. improve consistency in the language used in AASB 7 with the language used in AASB 13;
- c. AASB 9 to
  - i. clarify how a lessee accounts for the derecognition of a lease liability when it is extinguished; and
  - ii. address an inconsistency between paragraph 5.1.3 of AASB 9 and the requirements of AASB 15 *Revenue from Contracts and Customers* in relation to the term 'transaction price';
- d. AASB 10 to amend paragraph B74 in relation to determining de facto agents of an entity; and
- e. AASB 107 to replace the term 'cost method' with 'at cost' as the term is no longer defined in Australian Accounting Standards

## A1-1 Basis of preparation (continued)

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There is unlikely to be any significant impact to Council on adoption of this standard

The standard applies to annual reporting periods beginning on or after 1 January 2026, i.e. council financial statements for the year ended 30 June 2027.

### New accounting standards adopted during the year

During the year, Council adopted all standards which were mandatorily effective for the first time at 30 June 2025.

- **AASB 2022-10 Amendments to Australian Accounting Standards – Fair Value Measurement of Non-Financial Assets of Not-for-Profit Public Sector Entities.**

This Standard amends AASB 13, including adding authoritative implementation guidance and providing related illustrative examples, for the application by not-for-profit entities. The amendments in this standard do not have a material impact on the reported financial position and performance of Council.

- **AASB 2020-1 Amendments to Australian Accounting Standards – Classification of Liabilities as Current or Non-current;**
- **AASB 2020-6 Amendments to Australian Accounting Standards – Classification of Liabilities as Current or Non-current - Deferral of Effective Date.**

None of these standards had a significant impact on the reported financial position and performance of Council.

## B Financial Performance

### B1 Functions or activities

#### B1-1 Functions or activities – income, expenses and assets

Income, expenses and assets have been directly attributed to the following functions or activities. Details of those functions or activities are provided in Note B1-2.

	Income		Expenses		Operating result		Grants and contributions		Carrying amount of assets	
	2025	2024	2025	2024	2025	2024	2025	2024	2025	2024
	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000
<b>Functions or activities</b>										
Bayside will be a Vibrant Place	46,119	45,929	76,943	69,381	(30,824)	(23,452)	12,999	18,274	1,029,341	999,590
Our People will be Connected in a Creative City	5,554	6,800	24,447	25,987	(18,893)	(19,187)	3,495	4,806	226,177	230,221
Bayside will be Green, Resilient and Sustainable	44,526	40,009	41,386	37,197	3,140	2,812	1,757	1,120	475,915	466,239
Bayside will be a Prosperous Community	169,938	152,423	87,875	78,238	82,063	74,185	22,787	12,464	771,356	720,525
Other	–	–	–	–	–	–	–	–	7,926	–
<b>Total functions and activities</b>	<b>266,137</b>	<b>245,161</b>	<b>230,651</b>	<b>210,803</b>	<b>35,486</b>	<b>34,358</b>	<b>41,038</b>	<b>36,664</b>	<b>2,510,715</b>	<b>2,416,575</b>

## B1-2 Components of functions or activities

---

Details relating to the Council's functions or activities as reported in B1-1 are as follows:

### **Bayside will be a Vibrant Place**

Neighbours, visitors, and businesses are connected in dynamic urban environments. People are proud of living and working in bayside. Built forms focus are sympathetic to the natural landscape and make our area a great place to live.

### **Our People will be Connected in a Creative City**

Knowledge sharing and collaboration ensure that we have the expertise and relationships to lead with integrity, adapt to change, connect vulnerable people to community, build resilience and effectively respond in times of adversity and stress. Our strong connections help our diverse community to feel equally valued.

### **Bayside will be Green, Resilient and Sustainable**

Our natural assets and biodiversity are protected and enhanced through collaborative partnerships, to benefit a healthy environment now and in the future. The community is resilient, and confident in its ability to work together to thrive, adapt and recover from risks and climate events. Energy, resources, and waste are managed sustainably.

### **Bayside will be a Prosperous Community**

Business innovation, technology, flourishing urban spaces and efficient transport attract diverse business, skilled employees and generate home-based business. Growth in services to the local community generate employment support, a thriving community, and livelihoods. Council is viable across its quadruple bottom line: social, environmental, economic, and civic leadership.

## B2 Sources of income

### B2-1 Rates and annual charges

	2025 \$ '000	2024 \$ '000
<b>Ordinary rates</b>		
Residential	68,499	66,076
Farmland	8	7
Business	25,577	23,760
Less: pensioner rebates	(1,264)	(1,309)
<b>Rates levied to ratepayers</b>	<b>92,820</b>	<b>88,534</b>
Pensioner rate subsidies received	709	780
<b>Total ordinary rates</b>	<b>93,529</b>	<b>89,314</b>
<b>Special rates</b>		
Parking	118	113
Main street	118	113
Infrastructure levy	13,730	13,091
Local area rates	584	559
Community safety levy	539	514
<b>Total special rates</b>	<b>15,089</b>	<b>14,390</b>
<b>Annual charges (pursuant to s496, 496A, 496B, 501 &amp; 611)</b>		
Domestic waste management services	40,509	37,158
Stormwater management services	1,380	1,374
Section 611 charges	107	107
Less: pensioner rebates	(699)	(676)
<b>Annual charges levied</b>	<b>41,297</b>	<b>37,963</b>
Pensioner annual charges subsidies received:		
– Domestic waste management	390	266
<b>Total annual charges</b>	<b>41,687</b>	<b>38,229</b>
<b>Total rates and annual charges</b>	<b>150,305</b>	<b>141,933</b>

Council has used 2022 year valuations provided by the NSW Valuer General in calculating its rates.

#### Material accounting policy information

Rates and annual charges are recognised as revenue at the beginning of the rating period to which they relate. Prepaid rates are recognised as a financial liability until the beginning of the rating period.

Pensioner rebates relate to reductions in rates and certain annual charges for eligible pensioners' place of residence in the local government council area.

Pensioner rate subsidies are received from the NSW Government to provide a contribution towards the pensioner rebates and are recognised within the underlying revenue item based on their substance.

## B2-2 User charges and fees

	2025 \$ '000	2024 \$ '000
<b>User charges</b>		
Waste management services (non-domestic)	1,671	1,509
Waste management services (non-rateable)	119	107
Other	2	2
<b>Total user charges</b>	<b>1,792</b>	<b>1,618</b>
<b>Fees</b>		
Development and planning consent fees	2,405	2,508
Health inspection and approvals fee	1,729	1,446
Section 10.7 certificates (EP&A Act)	605	616
Section 603 certificates	375	368
Town planning	249	46
Building consents and construction certificates	153	229
Building inspections	104	160
Fire Safety	337	358
Restoration charges	1,705	843
Long day care	2,274	2,239
Swimming centres	4,612	3,415
Advertising sign planning agreement	1,019	1,304
Leaseback fees – Council vehicles	546	505
Permits and inspection fees	269	240
Engineering inspections and other fees	310	282
Design review panel	304	236
Golf course	566	533
Park rents	373	322
Other	619	628
<b>Total fees</b>	<b>18,554</b>	<b>16,278</b>
<b>Total user charges and fees</b>	<b>20,346</b>	<b>17,896</b>
<b>Timing of revenue recognition for user charges and fees</b>		
User charges and fees recognised over time	5,113	3,702
User charges and fees recognised at a point in time	15,233	14,194
<b>Total user charges and fees</b>	<b>20,346</b>	<b>17,896</b>

### Material accounting policy information

Revenue arising from user charges and fees is recognised, when or as, the performance obligation is completed and the customer receives the benefit of the goods / services being provided.

The performance obligation relates to the specific services which are provided to the customers, and generally the payment terms are within 30 days of the provision of the service or in some cases, the customer is required to pay on arrival or a deposit in advance. There is no material obligation for Council in relation to refunds or returns.

Where an upfront fee is charged, the fee is recognised on a straight-line basis over the expected life of the service.

Licences granted by Council are all either short-term or low value and all revenue from licences is recognised at the time that the licence is granted rather than over the term of the licence.

## B2-3 Other revenues

	2025 \$ '000	2024 \$ '000
Ex gratia rates	5,280	5,035
Parking fines	8,534	8,309
Other fines	109	236
Project Cost Recovery (i)	2,656	–
Insurance claims recoveries	588	224
Legal fees recovery – rates and charges (extra charges)	619	50
Legal fees recovery – other	292	205
Sales – general	580	649
Rental income – halls and community facilities	403	485
Rental income – parks and sporting facilities	499	384
Rental income – other council properties	173	173
Energy Savings Rebates	247	32
Other	1,475	442
<b>Total other revenue</b>	<b>21,455</b>	<b>16,224</b>

### Timing of revenue recognition for other revenue

Other revenue recognised over time	1,075	1,004
Other revenue recognised at a point in time	20,380	15,220
<b>Total other revenue</b>	<b>21,455</b>	<b>16,224</b>

### Material accounting policy information for other revenue

Where the revenue is earned for the provision of specified goods / services under an enforceable contract, revenue is recognised when or as the obligations are satisfied.

Statutory fees and fines are recognised as revenue when the service has been provided, the payment is received or when the penalty has been applied, whichever occurs first.

Other revenue is recorded when the payment is due, the value of the payment is notified, or the payment is received, whichever occurs first.

(i) Council entered into a Funding Agreement with Transport for NSW on 29 May 2024 to undertake upgrades to the Coward Street shared path in accordance with the specifications outlined in the Funding Agreement. The project was completed in the 2024/25 financial year and the project costs were fully recovered from Transport for NSW.

## B2-4 Grants and contributions

	Operating 2025 \$ '000	Operating 2024 \$ '000	Capital 2025 \$ '000	Capital 2024 \$ '000
<b>General purpose grants and non-developer contributions (untied)</b>				
<b>General purpose (untied)</b>				
<b>Current year allocation</b>				
Financial assistance – general component	729	119	–	–
Financial assistance – local roads component	239	51	–	–
<b>Payment in advance - future year allocation</b>				
Financial assistance – general component	2,454	3,965	–	–
Financial assistance – local roads component	806	1,299	–	–
<b>Amount recognised as income during current year</b>	<b>4,228</b>	<b>5,434</b>	<b>–</b>	<b>–</b>
<b>Special purpose grants and non-developer contributions (tied)</b>				
<b>Cash contributions</b>				
Library	575	567	–	–
Child care	3,413	3,391	–	–
Community care	128	63	–	–
Emergency Services	8	202	–	–
Environmental protection	543	1,629	243	1,036
Heritage and cultural	12	33	–	–
LIRS subsidy	–	–	–	1
Street lighting	641	628	–	–
Roads and traffic	404	44	319	632
Road safety	–	–	3	83
Parks	–	–	190	3,540
Other community infrastructure	–	–	217	2,954
Other specific grants	852	–	38	–
Transport (roads to recovery)	–	–	1,277	737
<b>Previously contributions:</b>				
Other contributions	145	64	–	115
Community events	45	198	–	–
<b>Total special purpose grants and non-developer contributions – cash</b>	<b>6,766</b>	<b>6,819</b>	<b>2,287</b>	<b>9,098</b>
<b>Non-cash contributions</b>				
Dedications	–	–	415	782
Other	–	–	5,938	1,510
<b>Total other contributions – non-cash</b>	<b>–</b>	<b>–</b>	<b>6,353</b>	<b>2,292</b>
<b>Total special purpose grants and non-developer contributions (tied)</b>	<b>6,766</b>	<b>6,819</b>	<b>8,640</b>	<b>11,390</b>
<b>Total grants and non-developer contributions</b>	<b>10,994</b>	<b>12,253</b>	<b>8,640</b>	<b>11,390</b>
<b>Comprising:</b>				
– Commonwealth funding	7,465	8,505	1,216	1,477
– State funding	3,384	3,683	1,071	7,621
– Other funding	145	65	6,353	2,292
	<b>10,994</b>	<b>12,253</b>	<b>8,640</b>	<b>11,390</b>



## B2-4 Grants and contributions (continued)

### Developer contributions

	Operating 2025 \$ '000	Operating 2024 \$ '000	Capital 2025 \$ '000	Capital 2024 \$ '000
Notes				
<b>Developer contributions: (s7.4 &amp; s7.11 - EP&amp;A Act, s64 of the LGA):</b>				
<b>Cash contributions</b>				
S 7.4 – contributions using planning agreements	–	–	3,718	2,983
S 7.11 – contributions towards amenities/services	–	–	12,653	8,626
S 7.12 – fixed development consent levies	–	–	2,232	1,412
<b>Total developer contributions – cash</b>	<b>–</b>	<b>–</b>	<b>18,603</b>	<b>13,021</b>
<b>Non-cash contributions</b>				
S 7.4 – contributions using planning agreements	–	–	2,801	–
<b>Total developer contributions non-cash</b>	<b>–</b>	<b>–</b>	<b>2,801</b>	<b>–</b>
<b>Total developer contributions</b>	<b>–</b>	<b>–</b>	<b>21,404</b>	<b>13,021</b>
<b>Total grants and contributions</b>	<b>10,994</b>	<b>12,253</b>	<b>30,044</b>	<b>24,411</b>
<b>Timing of revenue recognition</b>				
Grants and contributions recognised over time	639	1,065	1,184	3,000
Grants and contributions recognised at a point in time	10,355	11,188	28,860	21,411
<b>Total grants and contributions</b>	<b>10,994</b>	<b>12,253</b>	<b>30,044</b>	<b>24,411</b>

## B2-4 Grants and contributions (continued)

### Unspent grants and contributions

Certain grants and contributions are obtained by Council on the condition they be spent in a specified manner or in a future period but which are not yet spent in accordance with those conditions are as follows:

	<b>Operating 2025 \$ '000</b>	<b>Operating 2024 \$ '000</b>	<b>Capital 2025 \$ '000</b>	<b>Capital 2024 \$ '000</b>
Unspent funds at 1 July	<b>7,720</b>	8,247	<b>257,647</b>	341,656
<b>Add:</b> Funds recognised as revenue in the reporting year but not yet spent in accordance with the conditions	<b>4,187</b>	7,720	<b>19,813</b>	13,201
<b>Less:</b> Funds recognised as revenue in previous years that have been spent during the reporting year	<b>(7,720)</b>	(8,247)	<b>(12,420)</b>	(97,210)
<b>Unspent funds at 30 June</b>	<b>4,187</b>	<b>7,720</b>	<b>265,040</b>	<b>257,647</b>

### Material accounting policy information

#### Grants and contributions – enforceable agreement with sufficiently specific performance obligations

Grant and contribution revenue from an agreement which is enforceable and contains sufficiently specific performance obligations is recognised as or when control of each performance obligations is transferred.

The performance obligations vary according to the agreement but include an obligation to construct specific non-financial assets to identified specifications which will be controlled by Council. Payment terms vary depending on the terms of the grant, cash is received upfront for some grants and on the achievement of certain payment milestones for others.

Performance obligations may be satisfied either at a point in time or over time and this is reflected in the revenue recognition pattern. Point in time recognition occurs when the beneficiary obtains control of the goods / services at a single time (e.g. completion of the project when a report / outcome is provided), whereas over time recognition is where the control of the services is ongoing throughout the project (e.g. provision of community health services through the year).

Where control is transferred over time, generally the input methods of costs or time incurred are deemed to be the most appropriate methods to reflect the transfer of benefit.

#### Capital grants

Capital grants received by Council under an enforceable contract for the acquisition or construction of infrastructure, property, plant and equipment to identified specifications which will be under Council's control on completion are recognised as revenue as and when the obligation to construct or purchase is completed.

For construction projects, this is generally recognised as the construction progresses in accordance with costs incurred since this is deemed to be the most appropriate measure of the completeness of the construction project.

For acquisitions of assets, the revenue is recognised when the asset is acquired and controlled by the Council.

#### Developer contributions

Council has obligations to provide facilities from contribution revenues levied on developers under the provisions of sections 7.4, 7.11 and 7.12 of the *Environmental Planning and Assessment Act 1979* (EP&A Act).

While Council generally incorporates these amounts as part of a Development Consents Order, such developer contributions are only recognised as income upon receipt by Council, due to the possibility that individual development consents may not be acted upon by the applicant and, accordingly, would not be payable to Council.

Developer contributions may only be expended for the purposes for which the contributions were required, but Council may apply contributions according to the priorities established in work schedules for the contribution plan.

#### Other grants and contributions

## B2-4 Grants and contributions (continued)

Assets, including cash, received from other grants and contributions are recognised at fair value when the asset is received. Council considers whether there are any related liability or equity items associated with the asset which are recognised in accordance with the relevant accounting standard.

Once the assets and liabilities have been recognised then income is recognised for any remaining asset value at the time that the asset is received.

## B2-5 Interest and investment income

	2025 \$ '000	2024 \$ '000
<b>Interest on financial assets measured at amortised cost</b>		
– Overdue rates and annual charges	853	699
– Cash and investments	26,953	25,772
<b>Total interest and investment income</b>	<b>27,806</b>	<b>26,471</b>

### Material accounting policy information

Interest income is recognised using the effective interest rate at the date that interest is earned.

## B2-6 Other income

	2025 \$ '000	2024 \$ '000
Reversal of impairment losses on receivables	–	121
Investments at fair value through profit and loss (FVTPL)	414	736
Rental income	4,760	5,090
<b>Total other income</b>	<b>5,174</b>	<b>5,947</b>

## B3 Costs of providing services

### B3-1 Employee benefits and on-costs

	2025 \$ '000	2024 \$ '000
Salaries and wages	67,056	63,099
Employee leave entitlements (ELE)	11,177	10,594
Superannuation – defined contribution plans	8,174	7,263
Superannuation – defined benefit plans	431	620
Workers' compensation insurance	3,000	2,665
Fringe benefit tax (FBT)	407	450
Training costs (other than salaries and wages)	502	516
Occupational health and safety	196	176
Other	176	202
<b>Total employee costs</b>	<b>91,119</b>	<b>85,585</b>
Less: capitalised costs	(2,015)	(1,763)
<b>Total employee costs expensed</b>	<b>89,104</b>	<b>83,822</b>

#### Material accounting policy information

Council participates in a defined benefit plan under the Local Government Superannuation Scheme. However, sufficient information to account for the plan as a defined benefit is not available and therefore Council accounts for its obligations to defined benefit plans on the same basis as its obligations to defined contribution plans, i.e. as an expense when it becomes payable – refer to Note E3-1 for more information.

### B3-2 Materials and services

	Notes	2025 \$ '000	2024 \$ '000
Raw materials and consumables		3,880	8,066
Contractor costs		28,994	24,537
Agency Costs		6,342	5,328
Waste collection and disposal		25,699	17,859
Auditor remuneration	F2-1	331	352
Councillor and Mayoral fees and associated expenses	F1-2	762	660
Advertising		508	621
Bank charges		406	368
Electricity and heating		2,258	1,953
Insurance		2,918	2,698
Postage		498	389
Printing and stationery		1,021	778
Street lighting		2,032	2,262
Subscriptions and publications		489	374
Telephone and communications		739	548
Food and beverages		306	398
Fees and charges		984	1,492
Property expenses		681	733
Motor vehicle expenses		2,287	2,453
<b>Legal expenses:</b>			
- Planning and development		1,139	1,308
- Other		1,571	716
Variable lease expense relating to usage		1,569	5,524
Computer maintenance		2,553	2,941
Recycling contract		2,640	846
Other		1,000	1,047
<b>Total materials and services</b>		<b>91,607</b>	<b>84,251</b>

### B3-3 Borrowing costs

	2025 \$ '000	2024 \$ '000
Interest on leases	2	5
Interest on loans	68	116
<b>Total borrowing costs expensed</b>	<b>70</b>	<b>121</b>

### B3-4 Depreciation, amortisation and impairment of non-financial assets

	Notes	2025 \$ '000	2024 \$ '000
<b>Depreciation and amortisation</b>			
Infrastructure, property, plant and equipment	C1-6	35,862	30,111
Right of use assets	C2-1	54	55
Intangible assets	C1-7	323	453
<b>Total depreciation and amortisation costs</b>		<b>36,239</b>	<b>30,619</b>
<b>Total depreciation, amortisation and impairment of non-financial assets</b>		<b>36,239</b>	<b>30,619</b>

#### Material accounting policy information

##### Depreciation and amortisation

Depreciation and amortisation are calculated using the straight line method to allocate their cost, net of their residual values, over their estimated useful lives.

##### Impairment of non-financial assets

Council assets held at fair value that are not held primarily for their ability to generate net cash flow, and that are deemed to be specialised, are not tested for impairment since these assets are assessed on an annual basis to ensure that the carrying amount is not materially different from fair value and therefore an impairment loss would be captured during this assessment.

Intangible assets not yet available for use, are tested annually for impairment, or more frequently if events or changes in circumstances indicate that they might be impaired.

Other non-financial assets that do not meet the criteria above are tested for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable. An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable amount. The recoverable amount is the higher of an asset's fair value less costs to sell and value in use.

Impairment losses for revalued assets are firstly offset against the amount in the revaluation surplus for the class of asset, with only the excess to be recognised in the Income Statement.

### B3-5 Other expenses

	2025 \$ '000	2024 \$ '000
Impairment of receivables	20	–
Contributions/levies to other levels of government		
– Department of planning levy	335	324
– Emergency services levy (includes FRNSW, SES, and RFS levies)	3,434	3,726
– Other contributions/levies	1,019	1,045
Donations, contributions and assistance to other organisations (Section 356)	44	132
<b>Total other expenses</b>	<b>4,852</b>	<b>5,227</b>

## B4 Gains or losses

### B4-1 Gain or loss from the disposal, replacement and de-recognition of assets

		2025	2024
	Notes	\$ '000	\$ '000
<b>Gain (or loss) on disposal of property (excl. investment property)</b>			
Proceeds from disposal – property		500	–
Less: carrying amount of property assets sold/written off		(1,483)	–
<b>Gain (or loss) on disposal</b>		<b>(983)</b>	<b>–</b>
<b>Gain (or loss) on disposal of plant and equipment</b>	C1-6		
Proceeds from disposal – plant and equipment		3,073	2,703
Less: carrying amount of plant and equipment assets sold/written off		(1,811)	(1,459)
<b>Gain (or loss) on disposal</b>		<b>1,262</b>	<b>1,244</b>
<b>Gain (or loss) on disposal of infrastructure</b>	C1-6		
Less: carrying amount of infrastructure assets sold/written off		(8,993)	(8,007)
<b>Gain (or loss) on disposal</b>		<b>(8,993)</b>	<b>(8,007)</b>
<b>Gain (or loss) on disposal of intangible assets</b>	C1-7		
Less: carrying amount of intangible assets sold/written off		(65)	–
<b>Gain (or loss) on disposal</b>		<b>(65)</b>	<b>–</b>
<b>Net gain (or loss) from disposal of assets</b>		<b>(8,779)</b>	<b>(6,763)</b>

## B5 Performance against budget

### B5-1 Material budget variations

Council's original budget was adopted by the Council on 26 June 2024 and is not required to be audited. The original projections on which the budget was based have been affected by a number of factors. These include state and federal government decisions, including new grant programs, changing economic activity, environmental factors, and by decisions made by Council.

While these General Purpose Financial Statements include the original budget adopted by Council, the Act requires Council to review its financial budget on a quarterly basis, so it is able to manage the variation between actuals and budget that invariably occur during the year.

**Material variations of more than 10%** between original budget and actual results or where the variance is considered material by nature are explained below.

**Variation Key:** **F** = Favourable budget variation, **U** = Unfavourable budget variation.

\$ '000	2025 Budget	2025 Actual	2025 ----- Variance -----	
<b>Revenues</b>				
<b>Rates and annual charges</b>	<b>148,819</b>	<b>150,305</b>	<b>1,486</b>	<b>1% F</b>
<b>User charges and fees</b>	<b>18,807</b>	<b>20,346</b>	<b>1,539</b>	<b>8% F</b>
<b>Other revenues</b>	<b>14,531</b>	<b>21,455</b>	<b>6,924</b>	<b>48% F</b>
Actual other revenues were above budget expectations, primarily due to Council receiving \$2.7m from Transport for NSW towards the Coward St Shared Path project. Council's parking fines income was \$2.4m above budget expectations and the Council also received \$0.5m in relation to insurance recovery.				
<b>Operating grants and contributions</b>	<b>11,002</b>	<b>10,994</b>	<b>(8)</b>	<b>0% U</b>
<b>Capital grants and contributions</b>	<b>11,638</b>	<b>30,044</b>	<b>18,406</b>	<b>158% F</b>
Actual capital grants and contributions were above budget expectations due to higher development contributions from increased construction within the LGA. Council also received voluntary planning agreement (VPA) funds and non-cash contributions during the year which were not budgeted for. Additional assets have been identified through Transport assets revaluation.				
<b>Interest and investment revenue</b>	<b>21,234</b>	<b>27,806</b>	<b>6,572</b>	<b>31% F</b>
Interest and investment income is above budget expectations due to the Reserve Bank of Australia (RBA) reducing interest rates slower than anticipated and Councils decision to invest in longer term term deposits while interest rates remained favourable allowing for a return on investment above the market rate.				
<b>Other income</b>	<b>4,520</b>	<b>5,174</b>	<b>654</b>	<b>14% F</b>
Actual other income was above budget expectation due to the movement in the face value and fair value of Civic Risk Mutual.				
<b>Expenses</b>				
<b>Employee benefits and on-costs</b>	<b>92,662</b>	<b>89,104</b>	<b>3,558</b>	<b>4% F</b>
<b>Materials and services</b>	<b>80,429</b>	<b>91,607</b>	<b>(11,178)</b>	<b>(14)% U</b>
Materials and services actual variance to budget has been driven by a number of factors. A new waste contract commenced in October 2024, contributing to higher than anticipated waste collection costs. Contractor costs were significantly higher than budget due to carry forward of projects from the prior year under Council's resolution, which were not incorporated into the original budget for current year. Other materials and services costs such as animal Impounding costs and agency costs were above expectations.				
<b>Borrowing costs</b>	<b>76</b>	<b>70</b>	<b>6</b>	<b>8% F</b>
<b>Depreciation, amortisation and impairment of non-financial assets</b>	<b>32,710</b>	<b>36,239</b>	<b>(3,529)</b>	<b>(11)% U</b>
Depreciation expenses were higher than anticipated as a result of accelerated depreciation for assets scheduled to be demolished over the next 12 months.				



## B5-1 Material budget variations (continued)

\$ '000	2025 Budget	2025 Actual	2025 ----- Variance -----	
Other expenses	4,950	4,852	98	2% F

### Statement of cash flows

<b>Cash flows from operating activities</b>	<b>53,726</b>	<b>73,591</b>	<b>19,865</b>	<b>37%</b>	<b>F</b>
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Council has received favourable cash flows from operating activities due to higher than budget grant and contributions revenue, interest received and user fees and charges. Payments to employees is lower than budget expectations due to vacancies across Council, which is offset by an increase in materials and services expenses payments.

<b>Cash flows from investing activities</b>	<b>(19,890)</b>	<b>(77,545)</b>	<b>(57,655)</b>	<b>290%</b>	<b>U</b>
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Council budgeted for a net return from investments, however during the year Council reinvested some funds as they matured to ensure that Council receive a high return on its investments.

<b>Cash flows from financing activities</b>	<b>(3,400)</b>	<b>(3,631)</b>	<b>(231)</b>	<b>7%</b>	<b>U</b>
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## C Financial position

### C1 Assets we manage

#### C1-1 Cash and cash equivalents

	2025 \$ '000	2024 \$ '000
Cash on hand and at bank	694	10,036
Deposits at call	13,150	11,393
<b>Total cash and cash equivalents</b>	<b>13,844</b>	<b>21,429</b>

#### Reconciliation of cash and cash equivalents

Total cash and cash equivalents per Statement of Financial Position	13,844	21,429
<b>Balance as per the Statement of Cash Flows</b>	<b>13,844</b>	<b>21,429</b>

#### C1-2 Financial investments

	2025 Current \$ '000	2025 Non-current \$ '000	2024 Current \$ '000	2024 Non-current \$ '000
<b>Financial assets at fair value through the profit and loss</b>				
Non-convertible debentures, Floating rate notes (with maturities > 3 months)	–	5	–	5
Listed equity securities	13	–	11	–
CivicRisk Mutual Ltd	–	6,041	–	5,630
<b>Total</b>	<b>13</b>	<b>6,046</b>	<b>11</b>	<b>5,635</b>
<b>Debt securities at amortised cost</b>				
Term deposits	355,000	170,000	320,000	165,000
<b>Total</b>	<b>355,000</b>	<b>170,000</b>	<b>320,000</b>	<b>165,000</b>
<b>Total financial investments</b>	<b>355,013</b>	<b>176,046</b>	<b>320,011</b>	<b>170,635</b>

#### Material accounting policy information

Financial instruments are recognised initially on the date that the Council becomes party to the contractual provisions of the instrument.

On initial recognition, all financial instruments are measured at fair value plus transaction costs, except for instruments measured at fair value through profit or loss where transaction costs are expensed as incurred.

#### Financial assets

All recognised financial assets are subsequently measured in their entirety at either amortised cost or fair value, depending on the classification of the financial assets.

#### Classification

On initial recognition, Council classifies its financial assets into the following categories – those measured at:

- amortised cost
- fair value through profit and loss (FVTPL)
- fair value through other comprehensive income – equity instrument (FVOCI-equity)

Financial assets are not reclassified subsequent to their initial recognition.

#### Amortised cost

Council's financial assets measured at amortised cost comprise trade and other receivables, term deposits and cash and cash equivalents in the Statement of Financial Position. Term deposits with an initial term of more than 3 months are classified as investments rather than cash and cash equivalents.

## C1-2 Financial investments (continued)

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Subsequent to initial recognition, these assets are carried at amortised cost using the effective interest rate method less provision for impairment.

Interest income, impairment and gains or loss on de-recognition are recognised in profit or loss.

### **Financial assets through profit or loss**

All financial assets not classified as measured at amortised cost or fair value through other comprehensive income as described above, are measured at fair value through profit or loss.

Net gains or losses, including any interest or dividend income, are recognised in profit or loss.

Council's financial assets measured at fair value through profit or loss comprise investments in an NCD, a listed equity security and CivicRisk Mutual Ltd.

### C1-3 Restricted and allocated cash, cash equivalents and investments

	2025 \$ '000	2024 \$ '000
(a) Externally restricted cash, cash equivalents and investments		
<b>Total cash, cash equivalents and investments</b>	<b>544,903</b>	<b>512,075</b>
Less: Externally restricted cash, cash equivalents and investments	<b>(425,077)</b>	<b>(397,945)</b>
<b>Cash, cash equivalents and investments not subject to external restrictions</b>	<b>119,826</b>	<b>114,130</b>
<b>External restrictions</b>		
External restrictions included in cash, cash equivalents and investments above comprise:		
Advertising sign planning agreement	3,223	3,305
Community safety levy	1,345	1,094
Developer contributions	348,198	325,881
Domestic waste management	16,217	15,221
Infrastructure levy reserve	27,283	24,199
Local area funds	14,449	14,073
Mascot main street	1,482	1,410
Mascot parking rate	2,000	1,890
Roads reserve	126	414
Specific purpose unexpended grants	2,135	2,636
Stormwater management	8,619	7,822
<b>Total external restrictions</b>	<b>425,077</b>	<b>397,945</b>

Cash, cash equivalents and investments subject to external restrictions are those which are only available for specific use by Council due to a restriction placed by legislation or third-party contractual agreement.

### C1-3 Restricted and allocated cash, cash equivalents and investments (continued)

	2025 \$ '000	2024 \$ '000
<b>Internal allocations</b>		
At 30 June, Council has internally allocated funds to the following:		
Affordable Housing reserve	2,150	1,310
Barton Park Loan Unexpended	10,921	10,429
Botany Aquatic Centre	656	656
Brighton Bath amenities building	1,809	1,809
Business improvements and efficiencies	2,809	2,864
Community and environmental projects	7,039	6,104
Council election	309	1,059
Deposits, retentions and bonds	5,000	3,600
Employees leave entitlement	6,771	6,771
Financial assistance grants in advance	3,261	5,263
General revenue funded carry-over works	695	576
Infrastructure Maintenance	22,148	11,830
Legal & Public Liability	4,969	4,868
Mascot oval	80	80
Office equipment and IT reserve	3,005	5,037
Planning proposals	515	355
Plant and equipment	3,519	4,140
Revenue received in advance	323	323
Smart Compliance	450	575
Strategic priorities	37,921	38,430
Synthetic fields	1,340	1,072
Work health & safety	265	292
Internal Borrowing against Strategic Priorities Reserve	(3,200)	—
<b>Total internal allocations</b>	<b>112,755</b>	<b>107,443</b>

Cash, cash equivalents and investments not subject to external restrictions may be internally allocated by resolution or policy of the elected Council.

In April 2025, Council purchased a block of properties for the purpose of Affordable Housing. The purchase cost was temporarily borrowed from Strategic Priorities reserve to Affordable Housing reserve for such purpose. No interest was required to be repaid as part of the temporary borrowing as both reserves were internally restricted and the internal reallocation was approved by Council on 28 May 2025 through the resolution on Quarterly Budget Review Statement - March 2025.

## C1-4 Receivables

	2025 Current \$ '000	2025 Non-current \$ '000	2024 Current \$ '000	2024 Non-current \$ '000
Rates and annual charges	10,237	—	9,543	—
Interest and extra charges	1,547	—	1,287	—
User charges and fees	3,228	—	2,507	—
Accrued interest on investments	9,744	—	8,785	—
Government grants and subsidies	627	—	1,991	—
Net GST receivable	1,488	—	1,501	—
<b>Total</b>	<b>26,871</b>	<b>—</b>	<b>25,614</b>	<b>—</b>
<b>Less: provision for impairment</b>				
Rates and annual charges	(164)	—	(155)	—
Interest and extra charges	(192)	—	(172)	—
User charges and fees	(348)	—	(358)	—
<b>Total provision for impairment – receivables</b>	<b>(704)</b>	<b>—</b>	<b>(685)</b>	<b>—</b>
<b>Total net receivables</b>	<b>26,167</b>	<b>—</b>	<b>24,929</b>	<b>—</b>

### Material accounting policy information

Receivables are recognised initially at fair value and subsequently measured at amortised cost using the effective interest method, less provision for impairment. Receivables are generally due for settlement within 30 days.

#### Impairment

Impairment of financial assets measured at amortised cost is recognised on an expected credit loss (ECL) basis.

When estimating ECL, Council considers reasonable and supportable information that is relevant and available without undue cost or effort. This includes both quantitative and qualitative information and analysis based on Council's historical experience and informed credit assessment, and including forward-looking information.

Council uses the simplified approach for trade receivables where the expected lifetime credit losses are recognised on day 1.

When considering the ECL for rates and annual charges debtors, Council considers that unpaid rates represent a charge against the rateable property that will be recovered when the property is next sold

Credit losses are measured as the present value of the difference between the cash flows due to the entity in accordance with the contract, and the cash flows expected to be received. This is applied using a probability weighted approach.

Council writes off a receivable when there is information indicating that the debtor is in severe financial difficulty and there is no realistic prospect of recovery, e.g. when the debtor has been placed under liquidation or has entered into bankruptcy proceedings, or when the receivables are over one year past due, whichever occurs first

None of the receivables that have been written off during the year are subject to enforcement activity.

Where the Council renegotiates the terms of receivables due from certain customers, the new expected cash flows are discounted at the original effective interest rate and any resulting difference to the carrying value is recognised in profit or loss.

## C1-5 Inventories

	2025 Current \$ '000	2025 Non-current \$ '000	2024 Current \$ '000	2024 Non-current \$ '000
<b>(i) Inventories at cost</b>				
Stores and materials	283	–	255	–
Trading stock	17	–	20	–
<b>Total inventories at cost</b>	<b>300</b>	<b>–</b>	<b>275</b>	<b>–</b>
<b>Total inventories</b>	<b>300</b>	<b>–</b>	<b>275</b>	<b>–</b>

### Material accounting policy information

#### Raw materials and stores, work in progress and finished goods

Costs are assigned to individual items of inventory on the basis of weighted average costs.

## C1-6 Infrastructure, property, plant and equipment

By aggregated asset class	At 1 July 2024			Asset movements during the reporting period							At 30 June 2025		
	Gross carrying amount	Accumulated depreciation and impairment	Net carrying amount	Additions renewals <sup>1</sup>	Additions new assets	Carrying value of disposals	Depreciation expense	WIP transfers	Adjustments and transfers	Revaluation on increments / (decrements)	Gross carrying amount	Accumulated depreciation and impairment	Net carrying amount
	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000
Capital work in progress	10,127	–	10,127	18,649	7,396	–	–	(20,072)	–	–	16,100	–	16,100
Plant and equipment	29,907	(13,819)	16,088	–	7,101	(1,811)	(4,271)	–	–	–	29,961	(12,854)	17,107
Office equipment	349	(347)	2	–	72	–	(2)	–	–	–	421	(349)	72
Furniture and fittings	759	(716)	43	–	150	–	(32)	–	–	–	909	(748)	161
<b>Land:</b>													
– Operational land	455,696	–	455,696	–	1,100	(1,483)	–	–	–	9,448	464,761	–	464,761
– Community land	181,679	–	181,679	–	6,120	–	–	–	–	10,185	197,984	–	197,984
– Land under roads (post 30/6/08)	5,973	–	5,973	–	–	–	–	–	–	335	6,308	–	6,308
Land improvements – non-depreciable	10,205	–	10,205	–	–	–	–	–	–	571	10,776	–	10,776
<b>Infrastructure:</b>													
– Car Parks	18,196	(6,182)	12,014	–	–	(547)	(407)	830	2,728	3,446	25,353	(7,289)	18,064
– Buildings	358,446	(128,846)	229,600	–	–	(1,198)	(8,345)	5,090	–	4,874	368,175	(138,154)	230,021
– Other structures	6,489	(1,344)	5,145	–	–	(45)	(2)	–	(5,098)	–	–	–	–
– Roads	606,965	(193,078)	413,887	–	137	(3,358)	(8,696)	5,656	144	11,011	640,180	(221,399)	418,781
– Bridges	18,306	(6,437)	11,869	–	–	(14)	(226)	403	14	281	19,144	(6,817)	12,327
– Footpaths	207,452	(95,501)	111,951	–	643	(1,020)	(2,646)	3,393	2,080	4,653	219,710	(100,656)	119,054
– Other road assets (including bulk earthworks)	50,446	(19,875)	30,571	–	193	(1,625)	(830)	572	107	5,184	50,652	(16,480)	34,172
– Bulk earthworks (non-depreciable)	76,698	–	76,698	–	–	(53)	–	–	48	1,070	77,763	–	77,763
– Stormwater drainage	234,150	(93,436)	140,714	–	193	(147)	(2,402)	158	533	3,247	240,359	(98,063)	142,296
– Swimming pools	11,490	(7,185)	4,305	–	–	–	(195)	–	–	91	11,614	(7,413)	4,201
– Other open space/recreational assets	192,903	(38,536)	154,367	–	2,051	(981)	(7,124)	3,970	280	3,285	201,956	(46,108)	155,848
– Other infrastructure	6,098	(1,313)	4,785	–	–	–	(246)	–	5,098	212	12,715	(2,866)	9,849
<b>Other assets:</b>													
– Library books	2,237	(1,140)	1,097	–	529	–	(438)	–	–	–	2,189	(1,001)	1,188
<b>Total infrastructure, property, plant and equipment</b>	<b>2,484,571</b>	<b>(607,755)</b>	<b>1,876,816</b>	<b>18,649</b>	<b>25,685</b>	<b>(12,282)</b>	<b>(35,862)</b>	<b>–</b>	<b>5,934</b>	<b>57,893</b>	<b>2,597,030</b>	<b>(660,197)</b>	<b>1,936,833</b>

(1) Renewals are defined as the replacement of existing assets (as opposed to the acquisition of new assets).



C1-6 Infrastructure, property, plant and equipment (continued)

By aggregated asset class	At 1 July 2023			Asset movements during the reporting period							At 30 June 2024		
	Gross carrying amount	Accumulated depreciation and impairment	Net carrying amount	Additions renewals <sup>1</sup>	Additions new assets	Carrying value of disposals	Depreciation expense	WIP transfers	Adjustments and transfers	Revaluation on increments / (decrements)	Gross carrying amount	Accumulated depreciation and impairment	Net carrying amount
	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000
Capital work in progress	32,655	–	32,655	41,370	27,193	–	–	(90,822)	(269)	–	10,127	–	10,127
Plant and equipment	26,839	(13,582)	13,257	–	–	(1,459)	(3,669)	7,958	1	–	29,907	(13,819)	16,088
Office equipment	349	(336)	13	–	–	–	(11)	–	–	–	349	(347)	2
Furniture and fittings	760	(676)	84	–	–	–	(41)	–	–	–	759	(716)	43
<b>Land:</b>													
– Operational land	434,467	–	434,467	–	–	–	–	–	–	21,229	455,696	–	455,696
– Community land	185,288	–	185,288	–	1,458	–	–	–	–	(5,067)	181,679	–	181,679
– Land under roads (post 30/6/08)	6,139	–	6,139	–	–	–	–	–	–	(166)	5,973	–	5,973
Land improvements – non-depreciable	1,694	–	1,694	–	–	–	–	8,557	–	(46)	10,205	–	10,205
<b>Infrastructure:</b>													
– Buildings	332,370	(118,002)	214,368	–	–	(820)	(5,069)	9,656	(16)	11,481	358,446	(128,846)	229,600
– Car Parks	17,190	(5,602)	11,588	–	–	(3)	(269)	86	–	612	18,196	(6,182)	12,014
– Other structures	8,332	(2,916)	5,416	–	–	(281)	(185)	3,827	(3,702)	70	6,489	(1,344)	5,145
– Roads	570,318	(177,123)	393,195	–	178	(1,465)	(7,816)	9,029	(93)	20,859	606,965	(193,078)	413,887
– Bridges	16,907	(5,920)	10,987	–	–	(28)	(219)	552	–	577	18,306	(6,437)	11,869
– Footpaths	189,919	(88,696)	101,223	–	174	(296)	(2,226)	7,737	(38)	5,377	207,452	(95,501)	111,951
– Other road assets (including bulk earthworks)	44,556	(18,979)	25,577	–	359	(266)	(706)	5,963	(1,590)	1,234	50,446	(19,875)	30,571
– Bulk earthworks (non-depreciable)	72,792	–	72,792	–	–	–	–	–	–	3,906	76,698	–	76,698
– Stormwater drainage	210,918	(86,546)	124,372	–	55	(34)	(2,150)	11,770	119	6,582	234,150	(93,436)	140,714
– Swimming pools	10,774	(6,460)	4,314	–	–	–	(352)	120	–	223	11,490	(7,185)	4,305
– Other open space/recreational assets restated	163,027	(45,020)	118,007	–	69	(4,772)	(6,673)	22,851	14,677	10,208	192,903	(38,536)	154,367
– Other infrastructure	18,993	(7,007)	11,986	–	–	(42)	(263)	2,336	(9,361)	129	6,098	(1,313)	4,785
<b>Other assets:</b>													
– Library books	2,310	(1,131)	1,179	–	–	–	(462)	380	–	–	2,237	(1,140)	1,097
<b>Total infrastructure, property, plant and equipment</b>	<b>2,346,597</b>	<b>(577,996)</b>	<b>1,768,601</b>	<b>41,370</b>	<b>29,486</b>	<b>(9,466)</b>	<b>(30,111)</b>	<b>–</b>	<b>(272)</b>	<b>77,208</b>	<b>2,484,571</b>	<b>(607,755)</b>	<b>1,876,816</b>

(1) Renewals are defined as the replacement of existing assets (as opposed to the acquisition of new assets).

## C1-6 Infrastructure, property, plant and equipment (continued)

### Material accounting policy information

#### Initial recognition of infrastructure, property, plant and equipment (IPPE)

IPPE is measured initially at cost. Cost includes the fair value of the consideration given to acquire the asset (net of discounts and rebates) and any directly attributable cost of bringing the asset to working condition for its intended use (inclusive of import duties and taxes).

When infrastructure, property, plant and equipment is acquired by Council at significantly below fair value, the assets are initially recognised at their fair value at acquisition date.

Subsequent costs are included in the asset's carrying amount or recognised as a separate asset, as appropriate, only when it is probable that future economic benefits associated with the item will flow to Council and the cost of the item can be measured reliably. All other repairs and maintenance are charged to the Income Statement during the financial period in which they are incurred.

#### Useful lives of IPPE

Land is not depreciated. Depreciation on other assets is calculated using the straight-line method to allocate their carrying amount, net of their residual values, over their estimated remaining useful lives as follows:

Asset Class	Years
Plant and equipment	5 to 10
Office equipment	5 to 10
Furniture & Fittings	5 to 10

Infrastructure	
Buildings	5 to 140
Other Structures	40 to 50
Roads	9 to 190
Car Parks	30 to 132
Bridges	40 to 100
Footpaths	20 to 142
Other Road Assets	10 to 150
Stormwater Drainage	7 to 140
Swimming Pools	15 to 80
Other Open Space/Recreational Assets	7 to 155
Other Infrastructure	40 to 100

Other Assets	
Library Books	5

The assets' residual values and useful lives are reviewed, and adjusted if appropriate, at each reporting date.

#### Revaluation model

Infrastructure, property, plant and equipment are held at fair value. Comprehensive valuations are performed at least every 5 years, however the carrying amount of assets is assessed by Council at each reporting date to confirm that it is not materially different from current fair value.

Increases in the carrying amounts arising on revaluation are credited to the IPPE revaluation reserve. To the extent that the increase reverses a decrease previously recognising profit or loss relating to that asset class, the increase is first recognised as profit or loss. Decreases that reverse previous increases of assets in the same class are first charged against IPPE revaluation reserve to the extent of the remaining reserve attributable to the class; all other decreases are charged to the Income Statement.

#### Land under roads

Land under roads is land under roadways and road reserves including land under footpaths, nature strips and median strips.

Council has elected not to recognise land under roads acquired before 1 July 2008. Land under roads acquired after 1 July 2008 is recognised in accordance with the IPPE accounting policy.

## C1-6 Infrastructure, property, plant and equipment (continued)

### Crown reserves

Crown reserves under Council's care and control are recognised as assets of Council. While ownership of the reserves remains with the Crown, Council retains operational control of the reserves and is responsible for their maintenance and use in accordance with the specific purposes to which the reserves are dedicated. Where the Crown reserves are under a lease arrangement, they are accounted for under AASB 16 Leases, refer to Note C2-1.

Improvements on Crown reserves are recorded as assets, while maintenance costs incurred by Council and revenues relating to the reserves are recognised within Council's Income Statement.

## C1-7 Intangible assets

Intangible assets are as follows:

	2025 \$ '000	2024 \$ '000
<b>Software</b>		
<b>Opening values at 1 July</b>		
Gross book value	4,742	4,742
Accumulated amortisation	(4,244)	(3,791)
<b>Net book value – opening balance</b>	<b>498</b>	<b>951</b>
<b>Movements for the year</b>		
Amortisation charges	(323)	(453)
Gross book value written off	(2,488)	–
Accumulated amortisation charges written off	2,423	–
<b>Closing values at 30 June</b>		
Gross book value	2,254	4,742
Accumulated amortisation	(2,144)	(4,244)
<b>Total software – net book value</b>	<b>110</b>	<b>498</b>

### Material accounting policy information

Amortisation is calculated on a straight-line basis over periods generally ranging from four to ten years.

## C2 Leasing activities

### C2-1 Council as a lessee

Council has leases over a range of assets including machinery and IT equipment. Information relating to the leases in place and associated balances and transactions is provided below.

#### Terms and conditions of leases

##### Office and IT equipment

Leases for office and IT equipment relate to items such as photocopiers. The leases are for between 1 and 5 years with no renewal option, the payments are fixed, however some of the leases include variable payments based on usage.

#### (a) Right of use assets

	Office & IT Equipment \$ '000	Total \$ '000
<b>2025</b>		
Opening balance at 1 July	78	78
Depreciation charge	(54)	(54)
<b>Balance at 30 June</b>	<b>24</b>	<b>24</b>
<b>2024</b>		
Opening balance at 1 July	133	133
Depreciation charge	(55)	(55)
<b>Balance at 30 June</b>	<b>78</b>	<b>78</b>

#### (b) Lease liabilities

The maturity analysis of lease liabilities based on contractual undiscounted cash flows is shown in the table below:

	< 1 year \$ '000	1 – 5 years \$ '000	> 5 years \$ '000	Total \$ '000	Total per Statement of Financial Position \$ '000
<b>2025</b>					
Cash flows	24	–	–	24	24
<b>2024</b>					
Cash flows	54	24	–	78	78

#### (c) Income Statement

The amounts recognised in the Income Statement relating to leases where Council is a lessee are shown below:

	2025 \$ '000	2024 \$ '000
Interest on lease liabilities	2	5
Variable lease payments based on usage not included in the measurement of lease liabilities	1,569	5,524
Depreciation of right of use assets	54	55
	<b>1,625</b>	<b>5,584</b>

## C2-1 Council as a lessee (continued)

### (d) Statement of Cash Flows

	2025 \$ '000	2024 \$ '000
Total cash outflow for leases	1,571	5,529
	<b>1,571</b>	<b>5,529</b>

### (e) Leases at significantly below market value – concessionary / peppercorn leases

Council has a number of leases at significantly below market value for land which are used for parks and open space.

The leases are generally between 4 and 50 years and require payments of a maximum amount of \$1,000 per year. The use of the right-of-use asset is restricted by the lessors to specified community services which Council must provide, these services are detailed in the leases.

None of the leases in place are individually material from a statement of financial position or performance perspective.

#### Material accounting policy information

Council has elected not to separate non-lease components from lease components for any class of asset and has accounted for payments as a single component.

The right-of-use asset is measured using the cost model where cost on initial recognition comprises: the lease liability, initial direct costs, prepaid lease payments, estimated cost of removal and restoration, less any lease incentives received. The right-of-use asset is depreciated over the lease term on a straight-line basis and assessed for impairment in accordance with the impairment of asset accounting policy.

#### **Exceptions to lease accounting**

Council has applied the exceptions to lease accounting for both short-term leases (i.e. leases with a term of less than or equal to 12 months) and leases of low-value assets. Council recognises the payments associated with these leases as an expense on a straight-line basis over the lease term.

#### **Leases at significantly below market value / concessionary leases**

Council has elected to measure the right of use asset arising from the concessionary leases at cost which is based on the associated lease liability at initial recognition.

## C2-2 Council as a lessor

### Operating leases

Council leases out a number of properties; these leases have been classified as operating leases for financial reporting purposes and the assets are included in the statement of financial position as:

- property, plant and equipment - where the rental is incidental, or the asset is held to meet Councils service delivery objectives. (Refer note C1-6).

	2025 \$ '000	2024 \$ '000
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The amounts recognised in the Income Statement relating to operating leases where Council is a lessor are shown below

#### (i) Assets held as property, plant and equipment

Lease income relating to variable lease payments not dependent on an index or rate	4,760	5,090
<b>Total income relating to operating leases for Council assets</b>	<b>4,760</b>	<b>5,090</b>

#### Amount of IPPE leased out by Council under operating leases

Buildings	53,885	52,725
<b>Total amount of IPPE leased out by Council under operating leases</b>	<b>53,885</b>	<b>52,725</b>

## C3 Liabilities of Council

### C3-1 Payables

	2025 Current \$ '000	2025 Non-current \$ '000	2024 Current \$ '000	2024 Non-current \$ '000
Goods and services	4,949	–	4,406	–
Accrued Salaries and wages	2,312	–	1,585	–
Accrued expenses	5,026	–	4,597	–
Prepaid rates	1,563	–	1,461	–
Security bonds, deposits and retentions	17,099	–	15,705	–
Builders service and plan first levy payable	78	–	64	–
Other	575	–	570	–
<b>Payables</b>	<b>31,602</b>	<b>–</b>	<b>28,388</b>	<b>–</b>
<b>Total payables</b>	<b>31,602</b>	<b>–</b>	<b>28,388</b>	<b>–</b>

#### Current payables not anticipated to be settled within the next twelve months

	2025 \$ '000	2024 \$ '000
Payables – security bonds, deposits and retentions	15,516	14,278
<b>Total payables</b>	<b>15,516</b>	<b>14,278</b>

#### Material accounting policy information

Payables represent liabilities for goods and services provided to Council prior to the end of financial year that are unpaid. The amounts are unsecured and are usually paid within 30 days of recognition.

### C3-2 Contract Liabilities

	2025 Current \$ '000	2025 Non-current \$ '000	2024 Current \$ '000	2024 Non-current \$ '000
Funds to construct Council controlled assets (i)	692	–	–	–
Funds received prior to performance obligation being satisfied - AASB 15 (ii)	1,131	–	–	–
<b>Total contract liabilities</b>	<b>1,823</b>	<b>–</b>	<b>–</b>	<b>–</b>

#### Notes

(i) Council has received funding to construct assets including sporting facilities and other infrastructure. The funds received are under an enforceable contract which require Council to construct an identified asset which will be under Council's control on completion. The revenue is recognised as Council constructs the asset and the contract liability reflects the funding received which cannot yet be recognised as revenue. The revenue is expected to be recognised in the next 12 months.

(ii) The contract liability relates to grants received prior to the revenue recognition criteria in AASB 15 being satisfied since the performance obligations are ongoing.

#### Significant changes in contract liabilities

During the year, there was a significant change in contract liabilities compared to the prior year. The increase primarily relates to the receipt of \$1.8 million in grant funding in advance of the related performance obligations being satisfied. This comprised approximately \$0.7 million of grant funding for the construction of Council-controlled assets and \$1.1 million of other grant funding received in advance.

The \$0.7 million related to construction of Council-controlled assets under (i) was received under enforceable contracts requiring Council to construct specified assets which will remain under Council's control upon completion. Revenue from these contracts is recognised progressively as Council achieves specified construction milestones, with the contract liability balance

### C3-2 Contract Liabilities (continued)

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representing funding received that cannot yet be recognised as revenue. These milestones are expected to be completed in the 2025/26 financial year.

The remaining \$1.1 million under (ii) is expected to be recognised as revenue in the 2025/26 financial year, as the underlying performance obligations are fulfilled.

#### **Material accounting policy information**

Contract liabilities are recorded when consideration is received from a customer / fund provider prior to Council transferring a good or service to the customer, Council presents the funds which exceed revenue recognised as a contract liability.



### C3-3 Borrowings

	2025 Current \$ '000	2025 Non-current \$ '000	2024 Current \$ '000	2024 Non-current \$ '000
Loans – secured <sup>1</sup>	121	–	3,577	121
<b>Total borrowings</b>	<b>121</b>	<b>–</b>	<b>3,577</b>	<b>121</b>

(1) Disclosures on liability interest rate exposures, fair value disclosures and security can be found in Note E1-1.

#### (a) Changes in liabilities arising from financing activities

	2024		Non-cash movements				2025
	Opening Balance \$ '000	Cash flows \$ '000	Acquisition \$ '000	Fair value changes \$ '000	Acquisition due to change in accounting policy \$ '000	Other non-cash movement \$ '000	Closing balance \$ '000
Loans – secured	3,698	(3,577)	–	–	–	–	121
Lease liability (Note C2-1)	78	(54)	–	–	–	–	24
<b>Total liabilities from financing activities</b>	<b>3,776</b>	<b>(3,631)</b>	<b>–</b>	<b>–</b>	<b>–</b>	<b>–</b>	<b>145</b>

	2023		Non-cash movements				2024
	Opening Balance \$ '000	Cash flows \$ '000	Acquisition \$ '000	Fair value changes \$ '000	Acquisition due to change in accounting policy \$ '000	Other non-cash movement \$ '000	Closing balance \$ '000
Loans – secured	7,298	(3,600)	–	–	–	–	3,698
Lease liability (Note C2-1)	133	(55)	–	–	–	–	78
<b>Total liabilities from financing activities</b>	<b>7,431</b>	<b>(3,655)</b>	<b>–</b>	<b>–</b>	<b>–</b>	<b>–</b>	<b>3,776</b>

#### (b) Financing arrangements

	2025 \$ '000	2024 \$ '000
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##### Total facilities

Total financing facilities available to Council at the reporting date are:

– Credit cards/purchase cards

**Total financing arrangements**

85	80
<b>85</b>	<b>80</b>

##### Drawn facilities

Financing facilities drawn down at the reporting date are:

– Credit cards/purchase cards

**Total drawn financing arrangements**

8	17
<b>8</b>	<b>17</b>

##### Undrawn facilities

Undrawn financing facilities available to Council at the reporting date are:

– Credit cards/purchase cards

**Total undrawn financing arrangements**

77	63
<b>77</b>	<b>63</b>

##### Breaches and defaults

During the current and prior year, there were no defaults or breaches on any of the loans.

##### Security over loans

All loans secured over future cash flows from Councils general purpose revenues.

Leased liabilities are secured by the underlying leased assets.

### C3-4 Employee benefit provisions

	2025 Current \$ '000	2025 Non-current \$ '000	2024 Current \$ '000	2024 Non-current \$ '000
Annual leave	7,773	–	7,553	–
Sick leave	722	–	780	–
Long service leave	11,545	1,602	11,396	1,219
Gratuities	324	–	305	–
<b>Total employee benefit provisions</b>	<b>20,364</b>	<b>1,602</b>	<b>20,034</b>	<b>1,219</b>

	2025 \$ '000	2024 \$ '000
Current employee benefit provisions not expected to be settled within the next 12 months	10,825	10,685
	<b>10,825</b>	<b>10,685</b>

#### Material accounting policy information

The liability for long-service leave that is not expected to be wholly settled within 12 months after the end of the period in which the employees render the related service is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the end of the reporting period using the projected unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures, and periods of service. Expected future payments are discounted using market yields at the end of the reporting period on national government bonds with terms to maturity and currency that match, as closely as possible, the estimated future cash outflows.

### C3-5 Provisions

	2025 Current \$ '000	2025 Non-Current \$ '000	2024 Current \$ '000	2024 Non-Current \$ '000
Self-insurance - public liability	–	21	–	10
Asset remediation	1,270	1,179	1,232	2,586
Land disposal tax	1,904	–	1,904	–
<b>Total provisions</b>	<b>3,174</b>	<b>1,200</b>	<b>3,136</b>	<b>2,596</b>

#### Movements in provisions

	Other provisions			
	Self insurance - public liability \$ '000	Asset remediation \$ '000	Land disposal tax \$ '000	Total \$ '000
<b>2025</b>				
At beginning of year	10	3,818	1,904	5,732
Additional provisions	11	–	–	11
Unused amounts reversed	–	(1,369)	–	(1,369)
<b>Total provisions at end of year</b>	<b>21</b>	<b>2,449</b>	<b>1,904</b>	<b>4,374</b>
<b>2024</b>				
At beginning of year	161	3,677	1,904	5,742
Additional provisions	–	141	–	141
Amounts used (payments)	(151)	–	–	(151)
<b>Total provisions at end of year</b>	<b>10</b>	<b>3,818</b>	<b>1,904</b>	<b>5,732</b>

## C3-5 Provisions (continued)

### Nature and purpose of provisions

#### Asset remediation

Council has, as a result of past operating activities, a number of former tip sites situated within its LGA, that may require future restoration and remediation works if the contamination at any point becomes significant.

The asset remediation provision represents the present value estimate of future costs Council may incur to rehabilitate and reinstate the former tip sites. The provision for remediation also includes an estimate of future monitoring costs estimates over a reasonable number of years.

#### Material accounting policy information

Provisions are recognised when Council has a present legal or constructive obligation as a result of past events, it is probable that an outflow of resources will be required to settle the obligation, and the amount has been reliably estimated.

Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one item included in the same class of obligations may be small.

Provisions are measured at the present value of management's best estimate of the expenditure required to settle the present obligation at the reporting date. The discount rate used to determine the present value reflects current market assessments of the time value of money and the risks specific to the liability. The increase in the provision due to the passage of time is recognised as a borrowing cost.

### Asset remediation – tips and quarries

#### Restoration

Close-down and restoration costs include the dismantling and demolition of infrastructure, and the removal of residual materials and remediation of disturbed areas. Estimated close-down and restoration costs are provided for in the accounting period when the obligation arising from the related disturbance occurs, whether this occurs during the development or during the operation phase, based on the net present value of estimated future costs.

Provisions for close-down and restoration costs do not include any additional obligations which are expected to arise from future disturbance. The cost estimates are calculated annually during the life of the operation to reflect known developments, e.g. updated cost estimates and revisions to the estimated lives of operations, and are subject to formal review at regular intervals.

#### Rehabilitation

Where rehabilitation is conducted systematically over the life of the operation, rather than at the time of closure, provision is made for the estimated outstanding continuous rehabilitation work at each reporting date, and the cost is charged to the Income Statement.

A provision is made for the estimated present value of the costs of environmental clean-up obligations outstanding at the reporting date. These costs are charged to the Income Statement. Movements in the environmental clean-up provisions are presented as an operating cost, except for the unwinding of the discount which is shown as a borrowing cost.

As noted above, the ultimate cost of environmental remediation is uncertain and cost estimates can vary in response to many factors, including changes to the relevant legal requirements, the emergence of new restoration techniques, or experience at other locations. The expected timing of expenditure can also change, for example in response to changes in quarry reserves or production rates. As a result, there could be significant adjustments to the provision for close down and restoration and environmental clean-up, which would affect future financial results.

Other movements in the provisions for close-down and restoration costs, including those resulting from new disturbance, updated cost estimates, changes to the estimated lives of operations, and revisions to discount rates, are capitalised within property, plant and equipment. These costs are then depreciated over the lives of the assets to which they relate.

## C4 Reserves

### C4-1 Nature and purpose of reserves

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#### **IPPE Revaluation Surplus**

The infrastructure, property, plant and equipment (IPPE) revaluation reserve is used to record increments and decrements in the revaluation of infrastructure, property, plant and equipment.

## D Council structure

### D1 Results by fund

#### D1-1 Details of internal loans

In accordance with s410(3) of the *Local Government Act 1993*, the Minister for Local Government of NSW has approved an internal loan from Domestic Waste to General Fund for \$10.0M, with a term of 20 years for property acquisition.

<b>Details of individual internal loans</b>	<b>Domestic Waste</b>
Borrower (by purpose)	General Fund
Lender (by purpose)	Domestic Waste
Date of Minister's approval	19/01/2023
Date raised	19/01/2023
Term years	20
Dates of maturity	19/01/2043
Rate of interest (%) *	4%
Amount originally raised (\$'000)	10,000
Total repaid during year (principal and interest) (\$'000)	(727)
Interest charged during the year (\$'000)	379
<b>Principal outstanding at end of year (\$'000)</b>	<b>9,318</b>

(\*) Interest rate is variable and reviewed annually on anniversary.

## D2 Interests in other entities

### D2-1 Interests in joint arrangements

	Type of joint arrangement	Principal Place of business	Percentage owned		2025	2024
			2025	2024	\$ '000	\$ '000
Bayside Garden Centre	Joint Venture	Kogarah, NSW	50.0%	50.0%	377	364
<b>Total carrying amounts – material joint ventures</b>					<b>377</b>	<b>364</b>

#### Bayside Garden Centre

The Bayside Garden Centre is a joint venture between Bayside Council and The Intellectual Disability Foundation of St George. This Venture was developed to enhance the lives of people with a disability by offering diverse and supported employment opportunities.

#### Details

	Principal activity	Measurement method
Bayside Garden Centre	Wholesale & retail Nursery	Equity method

## D2-1 Interests in joint arrangements (continued)

### Summarised financial information for joint ventures

	Bayside Garden Centre	
	2025	2024
	\$ '000	\$ '000
<b>Statement of financial position</b>		
<b>Current assets</b>		
Cash and cash equivalents	582	605
Other current assets	165	199
<b>Non-current assets</b>	111	122
<b>Current liabilities</b>		
Other current liabilities	40	131
<b>Non-current liabilities</b>	87	90
<b>Net assets</b>	<b>731</b>	<b>705</b>
<b>Statement of comprehensive income</b>		
Income	1,013	833
Other expenses	(972)	(768)
Depreciation and amortisation	(15)	(21)
<b>Profit/(loss) from continuing operations</b>	<b>26</b>	<b>44</b>
<b>Profit/(loss) for the period</b>	<b>26</b>	<b>44</b>
<b>Total comprehensive income</b>	<b>26</b>	<b>44</b>
<b>Share of income – Council (%)</b>	<b>50.0%</b>	<b>50.0%</b>
<b>Profit/(loss) – Council (\$)</b>	<b>13</b>	<b>22</b>
<b>Total comprehensive income – Council (\$)</b>	<b>13</b>	<b>22</b>
<b>Reconciliation of the carrying amount</b>		
Opening net assets (1 July)	705	654
Profit/(loss) for the period	26	44
Other adjustments to equity	–	7
<b>Closing net assets</b>	<b>731</b>	<b>705</b>
<b>Council's share of net assets (%)</b>	<b>51.6%</b>	<b>51.6%</b>
<b>Council's share of net assets (\$)</b>	<b>377</b>	<b>364</b>

### Material accounting policy information

The council has determined that it has only one joint venture.

#### Joint ventures:

Interests in joint ventures are accounted for using the equity method where the investment is initially recognised at cost and the carrying amount is increased or decreased to recognise Council's share of the profit or loss and other comprehensive income of the joint venture after the date of acquisition.

If the Council's share of losses of a joint venture equals or exceeds its interest in the joint venture, Council discontinues recognising its share of further losses.

The Council's share in the joint venture's gains or losses arising from transactions between itself and its joint venture are eliminated.

Adjustments are made to the joint venture's accounting policies where they are different from those of Council for the purposes of the consolidated financial statements.

## E Risks and accounting uncertainties

### E1-1 Risks relating to financial instruments held

Council's overall risk management program focuses on the unpredictability of financial markets and seeks to minimise potential adverse effects on the financial performance of the Council.

Council's objective is to maximise its return on cash and investments whilst maintaining an adequate level of liquidity and preserving capital. The finance team manage the cash and Investments portfolio with the assistance of independent advisors. Council has an investment policy which complies with the s625 of the Act and the Ministerial Investment Order. The policy is regularly reviewed by Council and a monthly investment report is provided to Council setting out the make-up and performance of the portfolio as required by local government regulations.

Council does not engage in transactions expressed in foreign currencies and is therefore not subject to foreign currency risk.

Financial risk management is carried out by the finance team under policies approved by the Councillors.

Fair value is determined as follows:

- **Cash and cash equivalents, receivables, payables** – are estimated to be the carrying value that approximates market value.
- **Borrowings and held-to-maturity investments** – are based upon estimated future cash flows discounted by the current market interest rates applicable to assets and liabilities with similar risk profiles, unless quoted market prices are available.
- Financial assets classified (i) '**at fair value through profit and loss**' or (ii) '**available-for-sale**' – are based upon quoted market prices (in active markets for identical investments) at the reporting date or independent valuation.

The risks associated with the financial instruments held are:

- **Market risk** - interest rate risk – the risk that movements in interest rates could affect returns.
- **Liquidity risk** – the risk that Council will not be able to pay its debts as and when they fall due.
- **Credit risk** – the risk that a contracting entity will not complete its obligations under a financial instrument resulting in a financial loss to Council.

Council manages these risks by diversifying its portfolio and only purchasing investments with high credit ratings or capital guarantees. Council also seeks advice from its independent advisers before placing any cash and investments.

#### (a) Market risk – interest rate and price risk

	2025	2024
	\$ '000	\$ '000

The impact on the result for the year and equity of a reasonably possible movement in the price of investments held and interest rates is shown below. The reasonably possible movements were determined based on historical movements and economic conditions in place at the reporting date.

Impact of a 1% movement in interest rates:

– Equity / Income Statement	5,250	4,850
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## E1-1 Risks relating to financial instruments held (continued)

### (b) Credit risk

Council's major receivables comprise rates, annual charges, user charges and fees.

Council manages the credit risk associated with these receivables by monitoring outstanding debt and employing stringent debt recovery policies. Council also encourages ratepayers to pay their rates by the due date through incentives.

The credit risk for liquid funds and other short-term financial assets is considered negligible since the counterparties are reputable banks with high quality external credit ratings.

There are no significant concentrations of credit risk other than Council has significant credit risk exposures in its local area given the nature of Council activities.

The level of outstanding receivables is reported to Council monthly, and benchmarks are set and monitored for acceptable collection performance. The balances of receivables that remain within initial trade terms (as detailed in the table) are considered to be of high credit quality.

The maximum exposure to credit risk at the reporting date is the carrying amount of each class of receivable in the financial statements.

There are no material receivables that have been subjected to a re-negotiation of repayment terms.

#### Credit risk profile

##### Receivables – rates and annual charges

Credit risk on rates and annual charges is minimised by the ability of Council to recover these debts as a secured charge over the land; that is, the land can be sold to recover the debt. Council is also able to charge interest on overdue rates and annual charges at higher than market rates which further encourages payment.

	Not yet overdue \$ '000	overdue rates and annual charges < 5 years \$ '000	≥ 5 years \$ '000	Total \$ '000
<b>2025</b>				
Gross carrying amount	85	8,911	1,241	10,237
<b>2024</b>				
Gross carrying amount	61	8,425	1,057	9,543

##### Receivables - non-rates and annual charges and contract assets

Council applies the simplified approach for non-rates and annual charges debtors and contract assets to provide for expected credit losses, which permits the use of the lifetime expected loss provision at inception. To measure the expected credit losses, non-rates and annual charges debtors and contract assets have been grouped based on shared credit risk characteristics and the days past due.

The loss allowance provision is determined as follows. The expected credit losses incorporate forward-looking information.

	Not yet overdue \$ '000	0 - 30 days \$ '000	Overdue debts 31 - 60 days \$ '000	61 - 90 days \$ '000	> 91 days \$ '000	Total \$ '000
<b>2025</b>						
Gross carrying amount	14,610	1,093	326	82	523	16,634
Expected loss rate (%)	0.04%	6.77%	0.48%	15.92%	48.47%	2.09%
<b>ECL provision</b>	<b>6</b>	<b>74</b>	<b>2</b>	<b>13</b>	<b>253</b>	<b>348</b>
<b>2024</b>						
Gross carrying amount	15,157	201	366	58	289	16,071
Expected loss rate (%)	0.55%	36.82%	1.09%	3.45%	67.47%	2.23%
<b>ECL provision</b>	<b>83</b>	<b>74</b>	<b>4</b>	<b>2</b>	<b>195</b>	<b>358</b>

## E1-1 Risks relating to financial instruments held (continued)

### (c) Liquidity risk

Payables, lease liabilities and borrowings are both subject to liquidity risk; that is, the risk that insufficient funds may be on hand to meet payment obligations as and when they fall due.

Council manages this risk by monitoring its cash flow requirements and liquidity levels, and by maintaining an adequate cash buffer. Payment terms can be extended, and overdraft facilities drawn upon in extenuating circumstances.

Borrowings are also subject to interest rate risk: the risk that movements in interest rates could adversely affect funding costs. Council manages this risk through diversification of borrowing types, maturities and interest rate structures.

The finance team regularly reviews interest rate movements to determine if it would be advantageous to refinance or renegotiate part or all of the loan portfolio.

The timing of cash flows presented in the table below to settle financial liabilities reflects the earliest contractual settlement dates. The timing of expected outflows is not expected to be materially different from contracted cashflows.

The amounts disclosed in the table are the undiscounted contracted cash flows for non-lease liabilities (refer to Note C2-1(b) for lease liabilities) and therefore the balances in the table may not equal the balances in the Statement of Financial Position due to the effect of discounting.

	Weighted average interest rate %	Subject to no maturity \$ '000	payable in: ≤ 1 Year \$ '000	1 - 5 Years \$ '000	> 5 Years \$ '000	Total cash outflows \$ '000	Actual carrying values \$ '000
<b>2025</b>							
<b>Payables</b>	<b>0.00%</b>	<b>17,099</b>	<b>14,503</b>	<b>–</b>	<b>–</b>	<b>31,602</b>	<b>31,602</b>
<b>Borrowings</b>	<b>3.70%</b>	<b>–</b>	<b>121</b>	<b>–</b>	<b>–</b>	<b>121</b>	<b>121</b>
<b>2024</b>							
Payables	0.00%	15,705	12,683	–	–	28,388	28,388
Borrowings	3.14%	–	3,577	121	–	3,698	3,698

### Loan agreement breaches

No breaches to loan agreements have occurred during the reporting year.

## E2-1 Fair value measurement

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The Council measures the following assets and liabilities classes at fair value on a recurring basis:

- Infrastructure, property, plant and equipment
- Financial assets and liabilities

### **Fair value hierarchy**

All assets and liabilities measured at fair value to be assigned to a level in the fair value hierarchy as follows:

**Level 1:** Unadjusted quoted prices in active markets for identical assets or liabilities that the entity can access at the measurement date

**Level 2:** Inputs other than quoted prices included within level 1 that are observable for the asset or liability, either directly or indirectly

**Level 3:** Unobservable inputs for the asset or liability

The table below shows the assigned level for each asset and liability held at fair value by Council:

## E2-1 Fair value measurement (continued)

		Fair value measurement hierarchy							
		Level 1 Quoted prices in active mkts		Level 2 Significant observable inputs		Level 3 Significant unobservable inputs		Total	
		2025	2024	2025	2024	2025	2024	2025	2024
		\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000
Notes									
<b>Recurring fair value measurements</b>									
<b>Financial assets</b>									
Financial investments	C1-2								
At fair value through profit or loss – designated at fair value on initial recognition									
		13	11	5	5	6,041	5,630	6,059	5,646
<b>Total financial assets</b>		<b>13</b>	<b>11</b>	<b>5</b>	<b>5</b>	<b>6,041</b>	<b>5,630</b>	<b>6,059</b>	<b>5,646</b>
<b>Infrastructure, property, plant and equipment</b>									
Operational land	C1-6	–	–	299,356	294,740	165,404	160,956	464,760	455,696
Community land		–	–	–	–	197,984	181,679	197,984	181,679
Land under roads		–	–	–	–	6,308	5,973	6,308	5,973
Land improvements		–	–	–	–	10,776	10,205	10,776	10,205
Buildings		–	–	–	–	225,810	229,600	225,810	229,600
Other structures		–	–	–	–	–	5,145	–	5,145
Roads		–	–	–	–	418,781	413,887	418,781	413,887
Car Parks		–	–	–	–	18,064	12,014	18,064	12,014
Bridges		–	–	–	–	12,046	11,869	12,046	11,869
Footpaths		–	–	–	–	119,054	111,951	119,054	111,951
Other road assets		–	–	–	–	34,172	30,571	34,172	30,571
Bulk Earthworks		–	–	–	–	77,763	76,698	77,763	76,698
Stormwater Drainage		–	–	–	–	142,296	140,714	142,296	140,714
Swimming Pools		–	–	–	–	4,110	4,305	4,110	4,305
Openspace / recreation assets		–	–	–	–	152,718	154,367	152,718	154,367
Other infrastructure assets		–	–	–	–	9,637	4,785	9,637	4,785
<b>Total infrastructure, property, plant and equipment</b>		<b>–</b>	<b>–</b>	<b>299,356</b>	<b>294,740</b>	<b>1,594,923</b>	<b>1,554,719</b>	<b>1,894,279</b>	<b>1,849,459</b>

## E2-1 Fair value measurement (continued)

### Valuation techniques

Where Council is unable to derive fair valuations using quoted market prices of identical assets (i.e. level 1 inputs), Council instead utilises a spread of both observable inputs (level 2 inputs) and unobservable inputs (level 3 inputs).

The fair valuation techniques Council has employed while utilising level 2 and level 3 inputs are as follows:

#### **Level 1 measurements**

##### **Financial assets**

The Council's financial assets relate to its investment in a listed entity on the ASX. Valuation is based on the quoted price at closing on the 30 June.

#### **Level 2 measurements**

##### **Financial Assets**

The Council's financial assets relate to its investment in an unlisted private entity. Valuation is based on historical cost of shareholding.

##### **Infrastructure, property, plant and equipment (IPPE)**

##### **Operational Land**

The Council engages external, independent, and qualified valuers to determine the fair value of the Council's Operational Land. A fair value assessment was performed on Operational Land by Australis Asset Advisory Group as at 30 June 2025 using indexation methodology.

For property assets within the Land class that were previously assessed by way of the direct comparison approach, property market movements were calculated through analysis of price movements in the local property market during the Indexation period.

Operational land assets are categorised as Level 2 and level 3 as determined by the valuation report provided by Australis Asset Advisory Group.

#### **Level 3 measurements**

##### **Financial Assets**

The Council is a member of CivicRisk Mutual Ltd and the financial assets represent the fair value of the Council's interest in the Mutual.

The valuation is performed by Finity Consulting Pty Limited as at 30 June 2025 using an income approach based on expected future investments, payment profile and discounting.

##### **Land Under Roads**

Land Under Roads identified as roads constructed post 30/6/2008 has been valued based on Municipal Average Land Rate discounted by 90%. Council has elected to only recognise land under roads for new roads constructed after 30/6/2008.

The Council uses Local Government Area rateable land values provided by the NSW Valuer-General to determine the fair value of the Council's Land Under Roads (LUR) assets.

The urban Average Rateable Value per hectare within each Local Government Area (LGA) is adjusted by an "open spaces ratio" to approximate fair value (unimproved and pre-subdivision land).

The urban Average Rateable Value by LGA is derived from data provided by the Valuer-General. Measurement of land area in situ under roads.

This assets class is categorised as Level 3 as some of the inputs mentioned above require significant professional judgement and are therefore unobservable.

A fair value assessment was performed on Land Under Roads as at 30 June 2025.

## E2-1 Fair value measurement (continued)

### Community Land

The Council engages the Valuer General of New South Wales to determine the fair value of the Council's Community Land.

The fair value for Community Land has been determined using an Unimproved Capital Value, derived from the Valuer General's valuation performed for rating purposes, and applying to the total area. Given the nature of Community land, comparable sales data is generally not available. As the Valuer General's valuation considers land in all zoning, average unit derived from Valuer General's valuation is considered the most practicable approach to valuing Community Land.

This assets class is categorised as Level 3 as some of the inputs mentioned above require significant professional judgement and are therefore unobservable. Valuation techniques remained the same for this reporting period.

A fair value assessment was performed on Community land as at 30 June 2025.

### Roads, Other Road Assets & Footpaths

Road assets are assets with the primary function of enabling transportation of vehicles. The asset register system adopted has a hierarchical structure in which all Roads are identified by name and number. Each road is then subdivided into a number of segments based on length, geometry and change of structure or traffic. Some roads may have only one segment. Measurement is derived from spatial modelling of the assets in Council's GIS (geographical information system). The components located within the road segment are as follows.

- Road Surface (surface)
- Road pavement structure (pavement)
- Road bulk earthworks (bulk earthworks)
- Kerb and gutter

Other Road Assets are assets supporting the primary road function, which includes:

- Bus shelters
- Centre Medians
- Crash Barriers
- Pedestrian Refuges
- Retaining Walls-Roads
- Roundabouts
- Speed Humps and Thresholds
- Street Furniture
- Street Lighting
- Traffic Calming Devices
- Traffic Islands
- Traffic Management Devices

Other Road Assets may be lineal features, area features or point features. Measurement is derived from spatial modelling of the assets in Council's GIS (geographical information system).

Footpaths include pathways that are used by pedestrians and cyclists, as pedestrian only paths, cyclist only paths or shared paths. Footpaths are categorised by material. Footpaths are not componentised. Measurement is derived from spatial modelling of the assets in Council's GIS (Geographical information system).

A comprehensive revaluation of Roads, Other Road Assets and Footpaths was conducted by iinSights Pty Ltd as at 1 July 2024 using unit rates and cost approach method. Significant unobservable inputs considered in the valuation of these assets are gross replacement value based on an appropriate unit rate, effective useful life and depreciated value.

These asset classes are categorised as Level 3 as some of the inputs mentioned above require significant professional judgement and are therefore unobservable.

## E2-1 Fair value measurement (continued)

### Bridges

Bridges include road bridges, foot bridges and also large road culverts. A road culvert is determined to be a bridge if the culvert supports a road and the length of the culvert is 6 metres or greater, measured along the centre line of the carriageway.

The fair value assessment of Bridges was conducted by Modelve Pty Ltd as at 30 June 2025 using an appropriate cumulative index and cost approach method. Significant unobservable inputs considered in the valuation of these assets are gross replacement value based on an appropriate unit rate, effective useful life, depreciated value and cost indexation.

These asset classes are categorised as Level 3 as some of the inputs mentioned above require significant professional judgement and are therefore unobservable.

### Stormwater Drainage

The stormwater drainage network comprises the following types of assets:

- Stormwater pipes
- Stormwater channels – earth lined
- Stormwater channels – concrete lined
- Stormwater pits
- Gross pollutant traps (GPTs), and stormwater quality improvement devices (SQIDs)
- Flood management devices

Measurement is derived from spatial modelling of the assets in Council's GIS (geographical information system).

A fair value assessment was performed on Stormwater Drainage as at 30 June 2025 using an appropriate cumulative index and cost approach methodology. Significant unobservable inputs considered in the valuation of these assets are gross replacement value based on an appropriate unit rate, effective useful life, depreciated value and cost indexation.

This assets class is categorised as Level 3 as some of the inputs mentioned above require significant professional judgement and are therefore unobservable.

### Buildings

Council engaged Modelve Pty Ltd to conduct a fair value assessment of buildings as at 30 June 2025 using an appropriate cumulative index and cost approach method.

Gross Value of each building, which is obtained by applying a unit rate to a structure or a square metre rate to a building, based on its current replacement cost, which is the lowest cost of replacing the economic benefits of the existing asset using modern technology. The valuation aspects are generally, but not limited to the location, size, condition, style and utility of the asset. Replacement cost, asset condition, remaining useful life, cost indexation and building components are some of the inputs used in fair value determination. The key unobservable input being the rate square metre has been benchmarked to construction costs of similar properties across the industry.

This asset class is categorised as Level 3 as some of the above mentioned inputs used in the valuation of these assets require significant professional judgement and are therefore unobservable. Valuation techniques remained the same for this reporting period.

### Open Space/Recreation Assets

Open space and recreational infrastructure assets are those that enables recreational, leisure and sporting opportunities at parks, reserves or sportsgrounds. This is a broad category and includes most infrastructure located in parks, reserves, sportsgrounds and sports facilities such as barbeques, barbeque shelters, bins, lighting, irrigation, electrical equipment, park furniture, park fixtures, retaining walls, landscape edging, bollards, fencing, signs, public art, playground equipment, fitness facilities, sports tracks, fields and courts.

A fair value assessment of Open Space/Recreation assets was conducted by Modelve Pty Ltd as at 30 June 2025 using an indexation methodology utilising a cost approach. Significant unobservable inputs considered in the valuation of these assets are gross replacement value based on an appropriate unit rate, effective useful life, remaining useful life, asset condition and depreciated value.

All assets were valued using level 3 valuation inputs using the cost approach. While the unit rates are based on quantitative attributes such as square metres which can be supported from market evidence, some of the other above-mentioned inputs used in the valuation of these assets required significant professional judgment where unobservable.

## E2-1 Fair value measurement (continued)

### Other Structures

Other Structures are those large and significant structures and shelters greater than 30m<sup>2</sup> but not those already included within the Buildings Class. Following a review, Council transferred Other Structures to Other Infrastructure Assets. The valuation methodology remains consistent with prior years, using level 3 valuation inputs using the cost approach.

### Other Infrastructure Assets

Other Infrastructure assets include jetties, boat ramps, sea walls, viewing decks, boardwalks and retaining wall within Parks and Reserves.

The valuation of Other Infrastructure assets was conducted by Modelve Pty Ltd as at 30 June 2025 using an indexation methodology and cost approach method. Significant unobservable inputs considered in the valuation of these assets are gross replacement value based on an appropriate unit rate, effective useful life, remaining useful life, depreciated value and cost indexation.

This asset class is categorised a Level 3 as some of the above-mentioned inputs used in the valuation of these assets require significant professional judgment and are therefore unobservable.

### Swimming Pools

Assets within this class are comprised of swimming pools and associated structures.

A fair value assessment was performed on swimming pools using indexation methodology and cost approach method was conducted by Modelve Pty Ltd as at 30 June 2025. Significant unobservable inputs considered in the valuation of these assets are remaining useful life, pattern of consumption, dimensions, components, asset condition and residual value.

This asset class is categorised a Level 3 as some of the above-mentioned inputs used in the valuation of these assets require significant professional judgment and are therefore unobservable.

## Fair value measurements using significant unobservable inputs (level 3)

A reconciliation of the movements in recurring fair value measurements allocated to Level 3 of the hierarchy by class of assets is provided below:

	Total	
	2025	2024
	\$ '000	\$ '000
<b>Opening balance</b>	<b>1,560,350</b>	1,445,208
<b>Total gains or losses for the period</b>		
Recognised in profit & loss - released	411	734
Recognised in other comprehensive income – revaluation surplus	51,792	63,568
<b>Other movements</b>		
Transfers from/(to) another asset class	(5,098)	–
Transfer to / from another asset	–	–
Purchases (GBV)	41,541	84,779
Disposals (WDV)	(9,200)	(8,011)
Depreciation and impairment	(30,907)	(25,928)
<b>Closing balance</b>	<b>1,608,889</b>	1,560,350

### Highest and best use

All of Council's non-financial assets are considered as being utilised for their highest and best use.



## E3-1 Contingencies

### LIABILITIES NOT RECOGNISED

#### (i) Defined benefit plans

Council is party to an Industry Defined Benefit Plan under the Local Government Superannuation Scheme, named The Local Government Superannuation Scheme (Active Super) (the Fund) which is a defined benefit plan that has been deemed to be a 'multi-employer plan' for purposes of AASB119 *Employee Benefits* for the following reasons:

- Assets are not segregated within the sub-group according to the employees of each sponsoring employer;
- The contribution rates have been the same for all sponsoring employers. That is, contribution rates have not varied for each sponsoring employer according to the experience relating to the employees of that sponsoring employer;
- Benefits for employees of all sponsoring employers are determined according to the same formulae and without regard to the sponsoring employer; and
- The same actuarial assumptions are currently used in respect of the employees of each sponsoring employer.

Given the factors set out above, each sponsoring employer is exposed to the actuarial risks associated with current and former employees of other sponsoring employers, and hence shares in the associated gains and losses (to the extent that they are not borne by members).

#### Description of the funding arrangements

Pooled Employers are required to pay future service employer contributions and past service employer contributions to the Fund.

The future service employer contributions were determined using the new entrant rate method under which a contribution rate sufficient to fund the total benefits over the working life-time of a typical new entrant is calculated. The current future service employer contribution rates are:

Division B	1.9 times member contributions for non-180 Point Members: Nil for 180 Point Members*
Division C	2.5% salaries
Division D	1.64 times member contributions

\*For 180 Point Members, Employers are required to contribute 9.5% from 1 July 2025 of salaries to these members' accumulation accounts in line with current level of SG contributions, which are paid in addition to members' defined benefits.

The past service contribution for each Pooled Employer is a share of the total past service contributions of \$20.0 million per annum from 1 January 2022 to 31 December 2024, apportioned according to each employer's share of the accrued liabilities as at 30 June. Given the funding position of the Fund at 30 June 2024, it was recommended to cease these past service contributions effective 1 January 2025.

The adequacy of contributions is assessed at each actuarial investigation which will be conducted annually, the next of which is due effective 30 June 2025.

*Description of the extent to which Council can be liable to the plan for other Council's obligations under the terms and conditions of the multi-employer plan*

As stated above, each sponsoring employer is exposed to the actuarial risks associated with current and former employees of other sponsoring employers and hence shares in the associated gains and losses.

However, there is no relief under the Fund's trust deed for employers to walk away from their defined benefit obligations. Under limited circumstances, an employer may withdraw from the plan when there are no active members, on full payment of outstanding past service contributions. There is no provision for allocation of any surplus which may be present at the date of withdrawal of the Council.

There are no specific provisions under the Fund's trust deed dealing with deficits or surplus on wind-up.

There is no provision for allocation of any surplus which may be present at the date of withdrawal of an employer.

The estimated employer reserves financial position for the Pooled Employers at 30 June 2025 is:

Defined Benefit reserves only *	\$millions	Asset Coverage
Assets	2,197.6	
Past Service Liabilities	2,092.0	105.0%
Vested Benefits	2,130.4	103.2%

\* excluding other accumulation accounts and reserves in both assets and liabilities.

The key economic assumptions used to calculate the present value of accrued benefits are:

### E3-1 Contingencies (continued)

Investment return	6.0% per annum
Salary inflation	3.5% per annum
Increase in CPI	2.5% per annum

The contribution requirements may vary from the current rates if the overall sub-group experience is not in line with the actuarial assumptions in determining the funding program; however, any adjustment to the funding program would be the same for all sponsoring employers in the Pooled Employers group. Please note that the estimated employer reserves financial position above is a preliminary calculation, and once all the relevant information has been received by the Funds Actuary, the final end of year review will be completed by December 2025.

An employer's share of any funding surplus or deficit that can be attributed to each organisation provides an indication of the level of participation of that employer compared with other employers in the Pooled Employer sub-group. Given the funding position of the Fund as at 30 June 2024, it was recommended that these past service contributions cease effective 1 January 2025.

#### (ii) CivicRisk Mutual

Council is a member of CivicRisk Mutual, a former joint venture now treated as an equity investment. The organisation has undergone a number of transformations including merging with CivicRisk West (formerly West Pool) and CivicRisk Metro (formerly Metro Pool) in 2020.

CivicRisk Mutual offers a comprehensive suite of services tailored to local government councils. CivicRisk Mutual "pools" the Industrial Special Risk, Public Liability, professional indemnity, commercial motor property damage, Councillors', Director's and Officers'/Statutory Liability and Fidelity Guarantee/Crime/Cyber risks of its 27 member Councils. It also undertakes various other activities, including running risk management forums and the bulk purchase of certain other insurances.

Membership includes the potential to share in either the net assets or liabilities of the fund depending on its past performance. Council's share of the net assets or liabilities reflects Council's contributions to the pool and the result of insurance claims within each of the fund years.

The future realisation and finalisation of claims incurred but not reported to 30 June this year may result in future liabilities or benefits as a result of past events that Council will be required to fund or share in respectively.

#### (iii) StateCover Limited

Council is a member of StateCover Mutual Limited and holds a partly paid share in the entity.

StateCover is a company providing workers compensation insurance cover to the NSW local government industry and specifically Council.

Council has a contingent liability to contribute further equity in the event of the erosion of the company's capital base as a result of the company's past performance and/or claims experience or as a result of any increased prudential requirements from APRA.

These future equity contributions would be required to maintain the company's minimum level of net assets in accordance with its licence requirements.

#### Other liabilities

##### (i) Remediation

The Council as part of past Council operations may have remediation liabilities. While some provision has been made in the accounts for this, there is the potential for further exposure to losses not already provided for.

##### (ii) Third party claims

The Council is involved from time to time in various claims incidental to the ordinary course of business including claims for damages relating to its services.

Council believes that it is appropriately covered for all claims through its insurance coverage and does not expect any material liabilities to eventuate.

##### (iii) Potential land acquisitions due to planning restrictions imposed by Council

Council has classified a number of privately owned land parcels as local open space or bushland.

### E3-1 Contingencies (continued)

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As a result, where notified in writing by the various owners, Council will be required to purchase these land parcels.

At reporting date, reliable estimates as to the value of any potential liability (and subsequent land asset) from such potential acquisitions has not been possible.

#### **(iv) Property sale tax liability**

As a result of past transactions, the Council may have potential notional tax liabilities from previous years. While some of these liabilities have been accounted for in the financial statements, there is still a risk that additional, unaccounted-for losses could arise.

### **ASSETS NOT RECOGNISED**

#### **(i) Infringement notices/fines**

Fines and penalty income, the result of Council issuing infringement notices is followed up and collected by Revenue NSW.

Council's revenue recognition policy for such income is to account for it as revenue on receipt.

Accordingly, at year end, there is a potential asset due to Council representing issued but unpaid infringement notices.

Due to the limited information available on the status, value and duration of outstanding notices, Council is unable to determine the value of outstanding income.

## F People and relationships

### F1 Related party disclosures

#### F1-1 Key management personnel (KMP)

Key management personnel (KMP) of the council are those persons having the authority and responsibility for planning, directing and controlling the activities of the council, directly or indirectly.

The aggregate amount of KMP compensation included in the Income Statement is:

	2025 \$ '000	2024 \$ '000
<b>Compensation:</b>		
Short-term benefits	2,753	2,361
Post-employment benefits	240	199
Other long-term benefits	42	45
<b>Total</b>	<b>3,035</b>	<b>2,605</b>

#### Other transactions with KMP and their related parties

Council has determined that transactions at arm's length between KMP and Council as part of KMP using Council services (e.g. access to library or Council swimming pool) will not be disclosed.

#### F1-2 Councillor and Mayoral fees and associated expenses

	2025 \$ '000	2024 \$ '000
The aggregate amount of Councillor and Mayoral fees and associated expenses included in materials and services expenses in the Income Statement are:		
Mayoral fee	92	95
Councillors' fees	483	489
Other Councillors' expenses (including Mayor)	187	76
<b>Total</b>	<b>762</b>	<b>660</b>

## F2 Other relationships

### F2-1 Audit fees

	2025 \$ '000	2024 \$ '000
<b>Audit and other assurance services: Auditors of Council - NSW Auditor-General:</b>		
Audit and review of financial statements	250	259
<b>Total fees paid or payable to the Auditor-General</b>	<b>250</b>	<b>259</b>

## G Other matters

### G1-1 Statement of Cash Flows information

#### (a) Reconciliation of net operating result to cash provided from operating activities

	2025 \$ '000	2024 \$ '000
<b>Net operating result</b>	<b>35,486</b>	34,358
<b>Add / (less) non-cash items:</b>		
Depreciation, amortisation and impairment	36,239	30,619
(Gain) / loss on disposal of assets	8,779	6,763
Non-cash contributions and dedications	(9,154)	(2,292)
Decrements/(reversal of previous revaluation decrements) from revaluations		
– Investments classified as 'at fair value' or 'held for trading'	(414)	(736)
Profit on equity accounted investment	(13)	(26)
<b>Changes in assets and liabilities: Movements in operating assets and liabilities</b>		
(Increase) / decrease of receivables	(1,257)	(3,828)
Increase / (decrease) in provision for impairment of receivables	19	(138)
(Increase) / decrease of inventories	(25)	35
(Increase) / decrease of other assets	(461)	(155)
Increase / (decrease) in payables	543	341
Increase / (decrease) in other accrued expenses payable	1,156	188
Increase / (decrease) in other liabilities	1,515	216
Increase / (decrease) in contract liabilities	1,823	–
Increase / (decrease) in employee benefit provisions	713	1,076
Increase / (decrease) in other provisions	(1,358)	(10)
<b>Net cash flows from operating activities</b>	<b>73,591</b>	<b>66,411</b>

#### (b) Non-cash investing and financing activities

Other dedications	3,216	18,971
<b>Total non-cash investing and financing activities</b>	<b>3,216</b>	<b>18,971</b>

Refer to Note C2 for information on acquisition of assets under leases.

## G2-1 Commitments

### Capital commitments (exclusive of GST)

	2025 \$ '000	2024 \$ '000
--	-----------------	-----------------

Capital expenditure committed for at the reporting date, but not recognised in the financial statements are payable as follows:

#### Property, plant and equipment

Buildings	2,723	3,543
Plant and equipment	3,208	2,969
Road infrastructure	295	2,797
Infrastructure Works	2,148	1,864
Other	1,850	625
<b>Total</b>	<b>10,224</b>	<b>11,798</b>

#### Details of capital commitments

Capital commitments are based upon the completion of Council's capital works program which has commenced and includes works associated with capital projects such as Mascot Oval, Botany Aquatic Centre and Playspace Renewal at Booralee Park.

## G3-1 Events occurring after the reporting date

Council has not identified any material or significant 'non-adjusting events' that should be disclosed.

## G4 Statement of developer contributions

### G4-1 Summary of developer contributions

	Opening balance at 1 July 2024 \$ '000	Contributions received during the year			Interest and investment income earned \$ '000	Amounts expended \$ '000	Internal borrowings \$ '000	Held as restricted asset at 30 June 2025 \$ '000	Cumulative balance of internal borrowings (to)/from \$ '000
		Cash \$ '000	Non-cash Land \$ '000	Non-cash Other \$ '000					
Drainage	12,492	230	–	–	587	(5)	–	13,304	–
Roads	11,178	1,513	–	–	588	(124)	–	13,155	–
Traffic facilities	43,313	879	–	–	1,887	(1,313)	–	44,766	–
Parking	1,280	181	–	–	139	–	–	1,600	–
Open space	82,485	6,321	–	–	4,930	(4,710)	–	89,026	20,000
Community facilities	57,137	3,257	–	–	2,942	(1,664)	–	61,672	–
Other	54,515	272	–	–	2,044	(366)	–	56,465	–
<b>S7.11 contributions – under a plan</b>	<b>262,400</b>	<b>12,653</b>	<b>–</b>	<b>–</b>	<b>13,117</b>	<b>(8,182)</b>	<b>–</b>	<b>279,988</b>	<b>20,000</b>
<b>S7.12 levies – under a plan</b>	<b>15,860</b>	<b>2,232</b>	<b>–</b>	<b>–</b>	<b>702</b>	<b>(953)</b>	<b>–</b>	<b>17,841</b>	<b>(20,000)</b>
<b>Total S7.11 and S7.12 revenue under plans</b>	<b>278,260</b>	<b>14,885</b>	<b>–</b>	<b>–</b>	<b>13,819</b>	<b>(9,135)</b>	<b>–</b>	<b>297,829</b>	<b>–</b>
S7.11 not under plans	15	–	–	–	–	–	–	15	–
S7.4 planning agreements	47,606	3,718	2,801	–	2,136	(3,106)	–	50,354	–
<b>Total contributions</b>	<b>325,881</b>	<b>18,603</b>	<b>2,801</b>	<b>–</b>	<b>15,955</b>	<b>(12,241)</b>	<b>–</b>	<b>348,198</b>	<b>–</b>

Under the *Environmental Planning and Assessment Act 1979*, local infrastructure contributions, also known as developer contributions, are charged by councils when new development occurs. They help fund infrastructure like parks, community facilities, local roads, footpaths, stormwater drainage and traffic management. It is possible that the funds contributed may be less than the cost of this infrastructure, requiring Council to borrow or use general revenue to fund the difference.

## G4-2 Developer contributions by plan

	Opening balance at 1 July 2024 \$ '000	Contributions received during the year			Interest and investment income earned \$ '000	Amounts expended \$ '000	Internal borrowings \$ '000	Held as restricted asset at 30 June 2025 \$ '000	Cumulative balance of internal borrowings (to)/from \$ '000
		Cash \$ '000	Non-cash Land \$ '000	Non-cash Other \$ '000					
<b>CONTRIBUTION PLAN - S94 CITY WIDE PLAN (former Botany)</b>									
Drainage	6,813	-	-	-	295	-	-	7,108	-
Traffic facilities	41,706	-	-	-	1,810	-	-	43,516	-
Open space	36,105	-	-	-	1,566	-	-	37,671	-
Community facilities	12,989	-	-	-	563	-	-	13,552	-
Other	12,586	-	-	-	540	(144)	-	12,982	-
<b>Total</b>	<b>110,199</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4,774</b>	<b>(144)</b>	<b>-</b>	<b>114,829</b>	<b>-</b>
<b>CONTRIBUTION PLAN - MASCOT PRECINCT (former Botany)</b>									
Other	38,241	-	-	-	1,276	-	-	39,517	-
<b>Total</b>	<b>38,241</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,276</b>	<b>-</b>	<b>-</b>	<b>39,517</b>	<b>-</b>
<b>CONTRIBUTION PLAN S94 PLAN 2016-2031 (former Botany)</b>									
Traffic facilities	1,607	879	-	-	77	(1,313)	-	1,250	-
Open space	37,776	3,726	-	-	2,721	(269)	-	43,954	-
Community facilities	3,318	516	-	-	178	(1,135)	-	2,877	-
Other	(73)	44	-	-	(2)	-	-	(31)	-
<b>Total</b>	<b>42,628</b>	<b>5,165</b>	<b>-</b>	<b>-</b>	<b>2,974</b>	<b>(2,717)</b>	<b>-</b>	<b>48,050</b>	<b>-</b>
<b>Rockdale Contributions Plan 2016 - Urban Renewal Area (Former Rockdale City Council)</b>									
Drainage	4,928	-	-	-	198	(5)	-	5,121	-
Roads	11,178	-	-	-	444	(124)	-	11,498	-
Community facilities	34,473	-	-	-	1,385	-	-	35,858	-
Other	563	-	-	-	17	(150)	-	430	-
<b>Total</b>	<b>51,142</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,044</b>	<b>(279)</b>	<b>-</b>	<b>52,907</b>	<b>-</b>



## G4-2 Developer contributions by plan (continued)

	Opening balance at 1 July 2024 \$ '000	Contributions received during the year			Interest and investment income earned \$ '000	Amounts expended \$ '000	Internal borrowings \$ '000	Held as restricted asset at 30 June 2025 \$ '000	Cumulative balance of internal borrowings (to)/from \$ '000
		Cash \$ '000	Non-cash Land \$ '000	Non-cash Other \$ '000					
<b>Rockdale S94 Contributions Plan 2004 (Former Rockdale City Council)</b>									
Drainage	751	230	-	-	94	-	-	1,075	-
Roads	-	1,513	-	-	144	-	-	1,657	-
Parking	1,280	181	-	-	139	-	-	1,600	-
Open space	8,604	2,595	-	-	643	(4,441)	-	7,401	20,000
Community facilities	6,357	2,741	-	-	816	(529)	-	9,385	-
Other	1,018	228	-	-	112	(72)	-	1,286	-
<b>Total</b>	<b>18,010</b>	<b>7,488</b>	<b>-</b>	<b>-</b>	<b>1,948</b>	<b>(5,042)</b>	<b>-</b>	<b>22,404</b>	<b>20,000</b>
<b>Ramsgate Commercial Centre Development Contributions Plan 2006 (Former Rockdale City Council)</b>									
Other	2,180	-	-	-	101	-	-	2,281	-
<b>Total</b>	<b>2,180</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>101</b>	<b>-</b>	<b>-</b>	<b>2,281</b>	<b>-</b>

## S7.12 Levies – under a plan

### S7.12 Levies

S7.12 Levies	15,860	2,232	-	-	702	(953)	-	17,841	(20,000)
<b>Total</b>	<b>15,860</b>	<b>2,232</b>	<b>-</b>	<b>-</b>	<b>702</b>	<b>(953)</b>	<b>-</b>	<b>17,841</b>	<b>(20,000)</b>

#### G4-3 Contributions not under plans

	Opening balance at 1 July 2024 \$ '000	Contributions received during the year			Interest and investment income earned \$ '000	Amounts expended \$ '000	Internal borrowings \$ '000	Held as restricted asset at 30 June 2025 \$ '000	Cumulative balance of internal borrowings (to)/from \$ '000
		Cash \$ '000	Non-cash Land \$ '000	Non-cash Other \$ '000					
<b>(Former Rockdale City Council)</b>									
Inter-allotment Drainage	15	-	-	-	-	-	-	15	-
<b>Total</b>	<b>15</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>15</b>	<b>-</b>

#### G4-4 S7.4 planning agreements

<b>S7.4 planning agreements</b>									
Other	47,606	3,718	-	2,801	2,136	(3,106)	-	50,354	-
<b>Total</b>	<b>47,606</b>	<b>3,718</b>	<b>-</b>	<b>2,801</b>	<b>2,136</b>	<b>(3,106)</b>	<b>-</b>	<b>50,354</b>	<b>-</b>

**End of the audited financial statements**

## Bayside Council

### General Purpose Financial Statements

for the year ended 30 June 2025

#### Independent Auditor's Reports:

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On the Financial Statements (Sect 417 [2])

#### Independent Auditor's Report

Please uplift Council's Audit Report PDF (opinion) for inclusion in the GPFS report (via the Home screen).

## Bayside Council

### General Purpose Financial Statements

for the year ended 30 June 2025

#### Independent Auditor's Reports: (continued)

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#### On the Financial Statements (Sect 417 [3])

#### Independent Auditor's Report

Please uplift Council's Audit Report PDF (commentary) for inclusion in the GPFS report (via the Home screen).



**Online**

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Τηλεφωνικές Υπηρεσίες Διερμηνέων    بخدمة الترجمة الهاتفية    電話傳譯服務處    Служба за преведување по телефон

# Bayside Council

SPECIAL SCHEDULES  
for the year ended 30 June 2025

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*Serving Our Community*



## Bayside Council

### Special Schedules

for the year ended 30 June 2025

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## Bayside Council

### Permissible income for general rates (Merger Councils)

		2024/25 Former Rockdale City Council \$ '000	2024/25 Former Botany City Council \$ '000	2024/25 Bayside Council \$ '000	2025/26 Former Rockdale City Council \$ '000	2025/26 Former Botany City Council \$ '000	2025/26 Bayside Council \$ '000
	Notes						
<b>Notional general income calculation <sup>1</sup></b>							
Last year notional general income yield	a	64,354	39,408	103,762	65,548	43,854	109,402
Plus or minus adjustments <sup>2</sup>	b	242	408	650	30	143	173
<b>Notional general income</b>	c = a + b	<b>64,596</b>	<b>39,816</b>	<b>104,412</b>	<b>65,578</b>	<b>43,997</b>	<b>109,575</b>
<b>Permissible income calculation</b>							
Percentage increase <sup>3</sup>	d	4.80%	4.80%		6.10%	6.10%	
Plus percentage increase amount	f = d x (c + e)	3,101	1,911	5,012	4,000	2,684	6,684
<b>Sub-total</b>	g = (c + e + f)	<b>67,697</b>	<b>41,727</b>	<b>109,424</b>	<b>69,578</b>	<b>46,681</b>	<b>116,259</b>
Plus (or minus) last year's carry forward total	h	3,593	(3,545)	48	5,741	(5,671)	70
<b>Sub-total</b>	j = (h + i)	<b>3,593</b>	<b>(3,545)</b>	<b>48</b>	<b>5,741</b>	<b>(5,671)</b>	<b>70</b>
<b>Total permissible income</b>	k = g + j	<b>71,290</b>	<b>38,182</b>	<b>109,472</b>	<b>75,319</b>	<b>41,010</b>	<b>116,329</b>
Less notional general income yield	l	65,548	43,854	109,402	69,175	47,083	116,258
<b>Catch-up or (excess) result</b>	m = k - l	<b>5,741</b>	<b>(5,671)</b>	<b>70</b>	<b>6,144</b>	<b>(6,073)</b>	<b>71</b>
<b>Carry forward to next year <sup>6</sup></b>	p = m + n + o	<b>5,741</b>	<b>(5,671)</b>	<b>70</b>	<b>6,144</b>	<b>(6,073)</b>	<b>71</b>

#### Notes

- (1) The notional general income will not reconcile with rate income in the financial statements in the corresponding year. The statements are reported on an accrual accounting basis which include amounts that relate to prior years' rates income.
- (2) Adjustments account for changes in the number of assessments and any increase or decrease in land value occurring during the year. The adjustments are called 'supplementary valuations' as defined in the Valuation of Land Act 1916.
- (3) The 'percentage increase' is inclusive of the rate-peg percentage, and/or special variation and/or Crown land adjustment (where applicable).
- (6) Carry forward amounts which are in excess (an amount that exceeds the permissible income) require Ministerial approval by order published in the *NSW Government Gazette* in accordance with section 512 of the *Local Government Act 1993*. The OLG will extract these amounts from Council's Permissible income for general rates Statement in the financial data return (FDR) to administer this process.

### Permissible income for general rates

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Permissible income for general rates (Merger Councils): PLUS PDF inserted here

Council needs to uplift custom PDF here - please uplift via "PLUS PDF" choice in the Home/TOC screen

## Bayside Council

### Report on infrastructure assets as at 30 June 2025

Asset Class	Asset Category	Estimated cost to bring assets to satisfactory standard	Estimated cost to bring to the agreed level of service set by Council	2024/25 Required maintenance <sup>a</sup>	2024/25 Actual maintenance	Net carrying amount	Gross replacement cost (GRC)	Assets in condition as a percentage of gross replacement cost				
		\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	1	2	3	4	5
<b>Buildings</b>	Buildings	9,551	9,551	10,462	10,557	230,021	368,175	10.1%	22.8%	58.3%	7.2%	1.6%
	<b>Sub-total</b>	<b>9,551</b>	<b>9,551</b>	<b>10,462</b>	<b>10,557</b>	<b>230,021</b>	<b>368,175</b>	<b>10.1%</b>	<b>22.8%</b>	<b>58.3%</b>	<b>7.2%</b>	<b>1.6%</b>
<b>Other structures</b>	Other structures	–	–	–	–	–	–	0.0%	0.0%	0.0%	0.0%	0.0%
	<b>Sub-total</b>	<b>–</b>	<b>–</b>	<b>–</b>	<b>–</b>	<b>–</b>	<b>–</b>	<b>0.0%</b>	<b>0.0%</b>	<b>0.0%</b>	<b>0.0%</b>	<b>0.0%</b>
<b>Roads</b>	Sealed roads	9,146	9,146	7,293	7,408	418,781	640,180	19.1%	43.2%	32.7%	4.4%	0.6%
	Bridges	26	26	–	–	12,327	19,146	48.8%	48.3%	2.5%	0.3%	0.1%
	Footpaths	1,667	1,667	1,718	1,950	119,054	219,710	17.1%	43.7%	36.4%	2.6%	0.2%
	Other road assets (incl bulk earthworks)	1,623	1,623	2,300	–	129,999	128,414	19.6%	41.2%	34.4%	4.6%	0.2%
	<b>Sub-total</b>	<b>12,462</b>	<b>12,462</b>	<b>11,311</b>	<b>9,358</b>	<b>680,161</b>	<b>1,007,450</b>	<b>19.3%</b>	<b>43.2%</b>	<b>33.1%</b>	<b>4.0%</b>	<b>0.4%</b>
<b>Stormwater drainage</b>	Stormwater drainage	1,341	1,341	798	974	142,296	240,359	11.9%	31.1%	55.5%	0.9%	0.6%
	<b>Sub-total</b>	<b>1,341</b>	<b>1,341</b>	<b>798</b>	<b>974</b>	<b>142,296</b>	<b>240,359</b>	<b>11.9%</b>	<b>31.1%</b>	<b>55.5%</b>	<b>0.9%</b>	<b>0.6%</b>
<b>Open space / recreational assets</b>	Swimming pools	2,975	2,975	1,172	648	4,201	11,614	21.7%	27.0%	0.0%	0.0%	51.3%
	Other	1,624	1,624	7,623	6,115	155,848	201,955	44.0%	37.9%	15.2%	2.7%	0.2%
	<b>Sub-total</b>	<b>4,599</b>	<b>4,599</b>	<b>8,795</b>	<b>6,763</b>	<b>160,049</b>	<b>213,569</b>	<b>42.8%</b>	<b>37.3%</b>	<b>14.4%</b>	<b>2.6%</b>	<b>2.9%</b>
<b>Other infrastructure assets</b>	Other	211	211	–	–	9,849	12,716	53.0%	25.5%	17.8%	0.7%	3.0%
	<b>Sub-total</b>	<b>211</b>	<b>211</b>	<b>–</b>	<b>–</b>	<b>9,849</b>	<b>12,716</b>	<b>53.0%</b>	<b>25.5%</b>	<b>17.8%</b>	<b>0.7%</b>	<b>3.0%</b>
<b>Total – all assets</b>		<b>28,164</b>	<b>28,164</b>	<b>31,366</b>	<b>27,652</b>	<b>1,222,376</b>	<b>1,842,269</b>	<b>19.4%</b>	<b>36.7%</b>	<b>38.8%</b>	<b>4.0%</b>	<b>1.1%</b>

(a) Required maintenance is the amount identified in Council's asset management plans.

#### Infrastructure asset condition assessment 'key'

1	<b>Excellent/very good</b>	No work required (normal maintenance)
2	<b>Good</b>	Only minor maintenance work required
3	<b>Satisfactory</b>	Maintenance work required
4	<b>Poor</b>	Renewal required
5	<b>Very poor</b>	Urgent renewal/upgrading required

## Bayside Council

### Report on infrastructure assets as at 30 June 2025

#### Infrastructure asset performance indicators (consolidated) \*

	Amounts 2025 \$ '000	Indicator 2025	Indicators 2024	Indicators 2023	Benchmark
<b>Buildings and infrastructure renewals ratio</b>					
Asset renewals <sup>1</sup>	13,817	44.40%	135.74%	90.56%	> 100.00%
Depreciation, amortisation and impairment	31,120				
<b>Infrastructure backlog ratio</b>					
Estimated cost to bring assets to a satisfactory standard	28,164	2.31%	1.57%	2.44%	< 2.00%
Net carrying amount of infrastructure assets	1,220,412				
<b>Asset maintenance ratio</b>					
Actual asset maintenance	27,652	88.16%	100.06%	94.99%	> 100.00%
Required asset maintenance	31,366				
<b>Cost to bring assets to agreed service level</b>					
Estimated cost to bring assets to an agreed service level set by Council	28,164	1.53%	1.05%	1.64%	
Gross replacement cost	1,842,269				

(\*) All asset performance indicators are calculated using classes identified in the previous table.

(1) Asset renewals represent the replacement and/or refurbishment of existing assets to an equivalent capacity/performance as opposed to the acquisition of new assets (or the refurbishment of old assets) that increases capacity/performance.

## Bayside Council

### General Purpose Financial Statements

for the year ended 30 June 2025

#### Statement by Councillors and Management made pursuant to Section 413(2)(c) of the *Local Government Act 1993 (NSW)*

The attached General Purpose Financial Statements have been prepared in accordance with:

- the *Local Government Act 1993* and the regulations made thereunder;
- the Australian Accounting Standards issued by the Australian Accounting Standards Board;
- the Local Government Code of Accounting Practice and Financial Reporting.

To the best of our knowledge and belief, these statements:

- present fairly the Council's operating result and financial position for the year;
- accord with Council's accounting and other records.

We are not aware of any matter that would render this report false or misleading in any way.

Signed in accordance with a resolution of Council made on 22 October 2025.

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Edward McDougall  
Mayor  
22 October 2025

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Heidi Lee Douglas  
Deputy Mayor  
22 October 2025

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Meredith Wallace  
General Manager  
22 October 2025

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Richard Sheridan  
Responsible Accounting Officer  
22 October 2025

## **Council Meeting**

**22/10/2025**

Item No	11.4
Subject	<b>Progress Report on Councillor Notices of Motion - October 2025</b>
Report by	Richard Sheridan, Director City Performance
File	F16/908

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## **Summary**

This report provides details on the progress of Notices of Motion, outlining the progress of actions arising out of such resolutions and lists the completed Notices of Motion since the last report was presented to Council.

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## **Officer Recommendation**

That the Progress Report on Councillor Notices of Motion be received and noted.

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## **Background**

This report lists the Notices of Motion currently in progress and/or recently completed.

The list provided the minutes of the Motion title together with commentary on current status including progress comments with the expected completion dates based on budgetary, resourcing and other scheduling requirements etc.

### **Notices of Motion Open – In Progress**

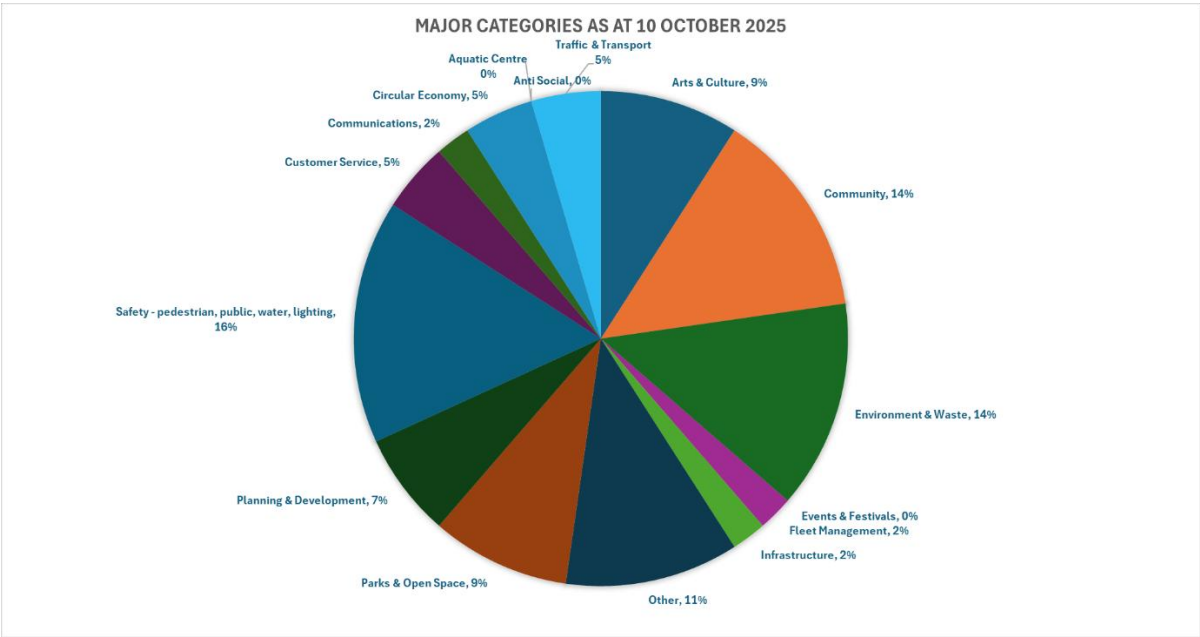
There are thirty-nine (39) Notices of Motion 'On Track' or 'Substantially Completed' as at the date of this report.

Notices of Motion which are open will be progressed by management as these remain decisions of Council and the progress will continue to be reported to the Council in the future.

Please refer to **Attachment 1** for further information.

### **Completed Notices of Motion**

There were five (5) Notices of Motion completed since the last report was presented to the previous Council meeting.



The report is presented for the information of Council as of October 2025.

**Financial Implications**

- Not applicable ☒
- Included in existing approved budget ☐
- Additional funds required ☐

**Community Strategic Plan**

- Theme One – In 2035 Bayside will be a vibrant and liveable place ☒
- Theme Two – In 2035 our Bayside community will be connected and feel that they belong ☒
- Theme Three – In 2035 Bayside will be green, resilient and sustainable ☐
- Theme Four – In 2035 Bayside will be financially sustainable and support a dynamic local economy ☒

**Risk Management – Risk Level Rating**

- No risk ☒
- Low risk ☐
- Medium risk ☐
- High risk ☐
- Very High risk ☐
- Extreme risk ☐

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## Community Engagement

Not Applicable.

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## Attachments

1 [↓](#) Notice of Motion Progress - October 2025



Notices of Motion Status Report October 2025

Last printed as at 10 October 2025



**Thirty Nine (39) Notices of Motion outstanding, of which most are 'On Track' or 'Substantially Completed'.**

No.	Date of Meeting	Item No.	Notice of Motion Title	Council Resolution	Name of Councillor NOM submitted by	Responsible Executive	Status	Comments
1	22/05/2024	12.1	Notice of Motion - Continuation of Prime Ministers' Plaques - Prime Ministers' Walk - Bardwell Valley Parklands	1. That Council recommences the program of past Prime Minister Plaque Placement along the Prime Ministers' Walk in the Bardwell Valley Parklands. 2. That Council places the plaques at appropriate intervals between the last plaque (John Howard) and the Angelo Anestis Aquatic Centre, allowing sufficient space for future Prime Ministers. 3. That Council seeks suitable funding for reactivation of this program, similar to that provided by the Federal Government for the existing plaques.	Cr Hanna (former)	General Manager's Unit	Substantially Completed 	The plaques commemorating Australia's Centenary of Federation were funded by the Federal Government's Community Projects grant and the walk was opened in 2001. More recent plaques of Prime Ministers, funded by Council, were vandalised repeatedly and removed.  Existing plaques which required restoration and/or maintenance were rectified in October 2024. Staff will continue to seek grant funding opportunities where available. Requested at Council Meeting 23 July 2025 that this NOM remain open. Additional funding is required to add in Prime Ministers after former Prime Minister Julia Gillard. Council staff continue to look for additional funding sources to completed the works.
2	26/06/2024	12.9	Notice of Motion - Bus Stop Commute Waiting Area - Safety Enhancements	1. That Council allocates funding in the 2024/2025 budget for improvements to the commuter waiting area next to the bus stop located in front of the Mascot Post Shop at 972 Botany Road, Mascot. 2. That the scope of works for these improvements be based on the newly installed seating and lighting in Laycock Walk, Mascot and also addresses any surface trip hazards 3. That options for improvements be sent to the relevant Committee in August 2024 for consideration 4. That this site be referred to Council's bus shelter advertising partner for consideration to fund improvements in the future.	Cr Jo Jansyn (former)	General Manager's Unit	Substantially Completed 	As the budget estimate for the project would require a substantial increase in allocation a further report will be prepared to the City Works & Assets Committee in November 2025.
3	24/07/2024	12.2	Notice of Motion - Daceyville Precinct Masterplan	1. That the minor review of Bayside Development Control Plan 2022 programmed for the current financial year includes a review of part "7.17 Daceyville" with the aim of: a) Maximising the protection of the existing Heritage Conservation Area; and b) Protecting the quality and amenity of the residential area from potential increased intensity of non-residential uses in Daceyville. 2. That a draft masterplan for Astrolabe Park be presented to Council no later than March 2025, and include provision for a connection to the potential shared path through the wetlands corridor between Bonnie Doon and The Lakes golf courses shown in Council's adopted Green Grid Corridor Spatial Framework. 3. That discussions be initiated with Sydney Water about securing a new lease over Astrolabe Park to ensure its continued use as public open space. 4. That grant funding opportunities be pursued to progress the link NS9 between Daceyville and Eastgardens shown in Council's Bike Plan, to improve active transport connectivity in this area. 5. That in the delivery of the above initiatives, Council actively engage with community stakeholders, residents, and experts to gather input and ensure the initiatives align with local aspirations and needs.	Cr Christina Curry and Cr Scott Morrissey	Director City Futures	Substantially Completed 	1. Draft DCP endorsed by City Planning & Environment Committee for exhibition at October 2025 meeting. 2. The Draft Masterplan for Astrolabe Park was endorsed for exhibition at the City Works & Assets Committee meeting in October 2025. 3. To commence. 4. The NS9 Route is scheduled for feasibility investigation by City Design in 25/26 workplan.
4	27/11/2024	13.5	Notice of Motion - Review of Community Facilities at Brighton Le Sands	1. That Council prepare a report to a Committee Meeting in early 2025 that details information about library initiatives that have been introduced, and are planned for Operational Year 2024/25 and beyond, to fill the service gap caused by the closure of the part-time Brighton Le Sands Library until a more permanent solution is in place and considers the use of the space in the Business Centre of the Coles Supermarket precinct at Brighton Le Sands. 2. That Council includes in the plans to redevelop the Boulevard Car Park facilities that reflect community expectations for a library/community hub. 3. That Council designates the Boulevard Car Park redevelopment as one of the '10 Bold Moves' for the next Council term, noting that funding for this project is included in the Long-Term Financial Plan split over the next three years. 4. That Council develops options for community-based amenities for the site of the Brighton Library, including the possibility of extending Heslehurst Reserve for an even better play experience, and that these options be the foundation of a community 'Have Your Say'.	Cr Heidi Lee Douglas	Director City Futures	Substantially Completed 	1. Response presented to Council on 27 November 2024. 2. Confirmed in Council decision 2024 that the Library Community Hub 3. Included as Bold Move in the current Delivery Program. 4. Report proposing demolition of the building and extension of the park was approved by Council in August 2025.

**KEY** Completed Substantially Completed On Track Delayed Deferred

Notices of Motion Status Report October 2025

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No.	Date of Meeting	Item No.	Notice of Motion Title	Council Resolution	Name of Councillor NOM submitted by	Responsible Executive	Status	Comments
5	28/02/2024	12.5	Notice of Motion - Walking and Cycling Committee	That the establishment of a Walking and Cycling Advisory Committee be considered by the next Council (post September 2024) when Council committees, advisory groups and working parties are agreed and set up for the next Council term.	Cr Heidi Lee Douglas	Director City Performance	On Track	The membership EOI was called and has closed. Consideration of the opportunities in relation to such are being discussed internally. Further update to be provided via the Progress Report on Notices of Motion in November 2025.
6	26/02/2025	13.8	Notice of Motion - Wollie Creek Community Markets	1. That Council develops and releases an Expression of Interest for the operation of monthly weekend community markets to be held in Cahill Park, Wollie Creek. 2. That the EOI includes conditions to ensure maximum benefit to the local community including: 2.1 At least 50% of stallholders live within the Bayside LGA. 2.2 Markets include a variety of stalls including arts and crafts, as well as culturally and religiously diverse food. 2.3 The venue is set out to maximise physical accessibility. 2.4 Operators can demonstrate relevant experience. 3 That fees from the successful licensee be set to ensure that all Council costs are covered, and as the market grows that a proportion of the additional profits be shared with Council.	Cr Soraya Kassim	Director City Life	On Track	EOI was published in September 2025. Applications close 20 October 2025. Report to City Services Committee in February 2026.
7	23/04/2025	13.4	Notice of Motion – Increasing Urban Area Safety for Women in Bayside	1. That Council create a "Have your Say" with the aim of increasing urban safety for women in Bayside (NSW): a) To enable women, and people who identify as at risk, to report urban areas where they feel unsafe in our Local Government Area, in regard to lighting, lack of passive or active surveillance, urban design issues and other relevant factors. b) That this information be handled with confidentiality and sensitivity, with all personal details or information which could put women at risk redacted before presenting to the public in any form. c) That information from this Have Your Say is used in the development of Council's future infrastructure renewals, budgets and operational plans to increase women's safety in Bayside. d) And where relevant, that this resource be used by this council to advocate to the state government and Ausgrid for necessary improvements to increase women's safety in Bayside. 2. That Council requests a confidential report from St George Area Police which summarises where street assaults and public violence have happened over the last 5 years, to help inform our advocacy and urban renewal programs.	Cr Douglas and Bredehoeft	General Manager's Unit	On Track	Options are currently being investigated to capture relevant information, without creating higher safety risks across Bayside.
8	23/04/2025	13.5	Notice of Motion – Walking and Cycling Committee – Terms of Reference	That Council, through the relevant committee, receives a report, as soon as possible, outlining the proposed terms of reference for the Walking and Cycling Committee, which Council resolved to establish at its meeting on Wednesday, 23 October 2024.	Cr Douglas and Bredehoeft	Director City Performance	On Track	See Item 1 above.
9	23/04/2025	13.9	Notice of Motion – Supporting the concept of Circular Economy – Clothing Bins	1. That Council review and update its Clothing Bin Policy. 2. That a further report be prepared to address the following: a) Adopting best practice provisions to ensure clothing bins and the surrounds are maintained to preserve local amenity. b) Identifying conveniently located sites for the placement of Clothing Bins on Council owned or controlled land and adopting strategies to raise community awareness. c) Outlining the timeframes and criteria for interested parties to participate in an EOI. d) Determining guidelines to compel operators to adhere to ethical standards and the Modern Slavery Act if applicable. e) Evaluating options for Council to obtain a market return where possible. Registered charities could be offered a reduced fee. f) Any other matters.	Cr Poulos and Boutelet	Director City Life	On Track	A report will be presented to the City Services Committee in November 2025 in conjunction with the Waste Options Paper.
10	28/05/2025	13.2	Notice of Motion - Investigation of lighting at West Botany Street Skate Park, Rockdale	That to enable use of the Gujaga Skate Park (West Botany St, Rockdale) after 5pm outside of the summer season, this motions resolves: a) to engage with park users, such as families and skate board riders, through a Have Your Say, to get feedback on their needs for use of the park after dark b) to engage in community consultation with nearby residents for proposed lighting of the skate park • Until 9:00 pm in evenings • And/or a time equivalent to the use of Ador Reserve soccer fields • and/or a time that the residents feel would not be disruptive c) that the results of the consultations come back to the relevant committee to determine next steps for proposed lighting at Gujaga Skate Park.	Cr Douglas	Director City Futures	On Track	An engagement plan has been prepared for the Gujaga Skate Park which is scheduled to open for engagement on 10 October 2025.

KEY Completed Substantially Completed On Track Delayed Deferred

Notices of Motion Status Report October 2025

Last printed as at 10 October 2025



No.	Date of Meeting	Item No.	Notice of Motion Title	Council Resolution	Name of Councillor/ NOM submitted by	Responsible Executive	Status	Comments
11	28/05/2025	13.4	Notice of Motion - Investigating a Bayside Circular Economy Hub	1.That Council assesses the need, benefits and risks associated with the establishment of a Circular Economy Hub, including: a)Its role as a public-facing facility that diverts reusable and recyclable materials from landfill, offers affordable second-life goods, supports repair and upcycling, and provides community education, which could also possibly include a tool library and food pantry; b)The environmental and financial consequences of inaction, such as rising waste disposal costs, failure to meet landfill diversion targets, and missed external funding opportunities. 2.That Council prepares a report on available funding through the NSW Environment Protection Authority (EPA) and other relevant state and federal programs to support the development of the Hub. 3.That Council identifies and assesses suitable sites, focusing on appropriately zoned land, and considers acquisition using developer contributions or other relevant Council reserves. 4.That Council brings a report to Council within six months, detailing: a)Available funding opportunities. b)Site feasibility and zoning considerations. 5.That an options paper be prepared and presented to the relevant Committee in relation to this Notice of Motion – Investigating a Bayside Circular Economy Hub in conjunction with 13.9 Notice of Motion – Council Procurement Supporting Local Circular Economy and 13.10 Notice of Motion - Making Waste Separation at Source Easier for Residents.	Cr Douglas	Director City Life	On Track	A report will be presented to the City Services Committee in November 2025 in conjunction with the Waste Options Paper.
12	28/05/2025	13.9	Notice of Motion - Council Procurement Supporting Local Circular Economy	1.That Council reports on ways in which Council can lead best practice procurement to support circularity, including by: •taking advantage of new filtered search tools recently developed by Local Government Procurement; •utilising industry recycled product capability surveys which are expected to be released by the NSW government mid 2025; •using the opportunity of major new Council works and assets across the LGA (eg Arncliffe Community Hub, Le Beach Hut, Botany Pool Upgrade, Mascot Oval and other planned park upgrades) to showcase the use of recycled material and modular construction methods consistent with building a circular economy; •conduct a review of local industry capability and consider ways of supporting local businesses to best participate in the opportunities offered by the circular economy. 2.That an options paper be prepared and presented to the relevant Committee in relation to this Notice of Motion - Council Procurement Supporting Local Circular Economy in conjunction with 13.4 Notice of Motion – Investigating a Bayside Circular Economy Hub and 13.10 Notice of Motion - Making Waste Separation at Source Easier for Residents.	Cr Kassim	Director City Life	On Track	A report will be presented to the City Services Committee in November 2025 in conjunction with the Waste Options Paper.
13	28/05/2025	13.10	Notice of Motion - Making Waste Separation at Source Easier for Residents	1.That Council notes the existing highly cost effective system of 22 waste annual collection events in the LGA which give residents the opportunity to drop off a range of items for disposal and recycling. 2.That Council reports on the options for placement of multi waste stream collection centres in each suburb in the LGA including co-located collection of: • •Clothing •Polystyrene	Cr Kassim	Director City Life	On Track	A report will be prepared to the City Services Committee in November 2025 in conjunction with the Waste Options Paper.
14	28/05/2025	13.14	Notice of Motion - Public Guideline for all Sporting Club Sponsorship Arrangements	1.That Council develops, and is referred to the relevant Committee for consideration, a public guideline for all sporting club sponsorship arrangements, specifically addressing the display of sponsorship signage on Council-owned assets. 2.That the Guideline outlines: •clear parameters and approval processes for the placement of sponsorship signage by sporting clubs on Council-owned facilities and infrastructure, as part of their sponsorship agreements; and •allow sporting clubs, within reason, to display sponsorship banners at their designated club locations on a seasonal basis.	Cr Nagi	Director City Life	On Track	Guide and Design Standards are currently being developed. Further assessment and advice was requested from City Futures in September 2025 to ensure compliance with SEPP, Plans of Management and other planning controls in regards to signage. A report will be prepared to the City Service Committee in November 2025.

KEY ● Completed ■ Substantially Completed ● On Track ● Delayed ● Deferred

3

Notices of Motion Status Report October 2025

Last printed as at 10 October 2025



No.	Date of Meeting	Item No.	Notice of Motion Title	Council Resolution	Name of Councillor NOM submitted by	Responsible Executive	Status	Comments
15	28/05/2025	13.15	Notice of Motion - Rockdale Arts and Culture Concept and Needs Assessment	1.That Council notes that it has committed to the development of a dedicated Rockdale Arts and Culture Centre, but that a clear strategy and proposal are yet to be developed to define its purpose, function, and community value. 2.That Council initiates Phase 1: Needs Assessment and Scoping (to be completed within six to twelve months), to undertake a comprehensive Rockdale Arts and Culture Needs Assessment that: i.Audits existing cultural assets (e.g. Rockdale Theatre, Town Hall, Museum, Library) in terms of usage patterns, technical capabilities, limitations, and opportunities for activation or upgrade; ii.Identifies gaps in cultural infrastructure, programming, and access that may limit participation and artistic expression; iii.Consults with local artists, arts organisations, cultural groups, businesses, young people, and residents to understand current needs, barriers, and aspirations; iv.Benchmarks comparable cultural hubs or precincts in other LGAs, including Inner West, Sydney, and Parramatta councils; v.Explores opportunities to activate existing and underutilised urban spaces, such as ex-warehouses or industrial sites, to support diverse artistic practices and a vibrant night-time economy; vi.Includes a feasibility review of temporary or long-term cultural activation at 1 Market Street and surrounding areas; and vii.Aligns with and informs the Rockdale Town Spine Masterplan. 3.That Council notes, that following Phase 1, Council will consider whether to proceed with a full Phase 2: Rockdale Arts and Culture Hub and Strategy.	Cr Bredehoeft	General Manager's Unit	On Track	A report will be prepared for the City Services Committee meeting in November 2025.
16	28/05/2025	13.20	Notice of Motion - Walking and Lighting	1.That Council notes that our Safer Cities: Her Way program has resulted in 3 pilot areas for improvement, and that Council has a Customer Service Request system on Council's website to encourage residents to communicate issues to Council in a timely fashion. 2.That Council resolves that lighting now be added as a specific issue to the Customer Service Request system. 3.That Council resolves that a resident information campaign be initiated to gain feedback on resident walking patterns, with a focus on what action Council might take to enhance recreational and daily commuting walking routes around the LGA. Further that this information be reported to Council's planned Active Transport (Walking and Cycling) Committee.	Cr Kassim	Director City Performance	On Track	1. & 2. Council is undertaking internal assessment and considering how to make this category available to the public.  3. This will be referred to the Walking and Cycling Committee.
17	25/06/2025	13.5	Notice of Motion - Electrification and Degassification of New Developments	That Council requests that the General Manager organise a workshop for Councillors to explore policy pathways for requiring electrification and degassification in Bayside's planning framework and help Council develop a roadmap for more sustainable, cost effective future growth, with the briefing session to include: a) Representatives from 350 Australia; b) Medical professionals from Doctors for the Environment Australia; c) Relevant Council officers in Planning and Sustainability; d) Representatives from Jemena, Ausgrid and/or other suitably qualified persons.	Cr Strong	Director City Life	On Track	Ausgrid, Doctors for Environment Australia and 350.org have agreed to present at Councillor information session on 15 October 2025. Jemena is unable to attend in person but have provided email information.
18	27/08/2025	13.2	Notice of Motion - Sir Joseph Banks Park, Botany	1.That based on the advice of the Youth Advisory Group (YAG), Council investigates the design and delivery of a full-sized, outdoor basketball/netball court at Sir Joseph Banks Park, Botany, at the site of the existing 3-point court. 2.That Council considers inclusion of a design budget for a basketball court/netball court in the FY2026/27 Capital Projects Program and actively seeks grant funding for construction. 3.That Council identifies and allocates potential funding sources for the project, which may include Council's Open Space and Recreation budget, NSW Government's Community Building Partnership Program, Australian Government's Local Roads and Community Infrastructure Program, Developer contributions under the Section 7.11 Plan and Corporate or community sponsorship/branding opportunities. 4.That Council considers inclusion of funding for the design of an amenities block close to the planned pump track, basketball, dog off leash area and Bush Tucker Garden in the FY2026/27 Capital Projects Program. 5.That Council engages in community consultation as part of the design process to ensure alignment with local needs and park usage.	Cr Curry	General Manager's Unit	On Track	To be considered as part of the CPP in 2026/27.
19	27/08/2025	13.4	Notice of Motion - Recognising First Nations History in our First Contact LGA	1.That the report on Notice of Motion - Recognising First Nations History in our First Contact LGA from the General Manager be received and noted. 2.That Council notes that an audit of all monuments has been undertaken. 3.That consultation with Traditional Owners, local Elders and the RAP Working Group as to the worthiness of this initiative in recognising First Nations peoples' enduring connection to country be undertaken. 4.That staff report back with the results of the consultation, identify potential locations in consultation with the RAP Working Group that are suitable for appropriate recognition with costing in time for consideration of the 2026/27 budget process.		Director City Life	On Track	In progress.
20	27/08/2025	13.6	Notice of Motion - Proposal for a Pedestrian and Bicycle Path Under the Wollie Creek Bridge	That pending funding availability, Council investigates the feasibility of constructing a shared pedestrian and bicycle path beneath the Wollie Creek bridge to connect Discovery Point Park and Cahill Park, to: a) Enhanced safety by reducing the need for pedestrians and cyclists to cross the busy Princes Highway at-grade. b) Improved connectivity between key recreational spaces, promoting active lifestyles. c) Support for local businesses through increased foot and bicycle traffic. d) Alignment with the objectives of the Bayside Bike Plan and the Wollie Creek Traffic and Transport Study.	Cr Strong	Director City Futures	On Track	Awaiting on a funding source to be identified.

KEY ● Completed ■ Substantially Completed ● On Track ● Delayed ● Deferred

Notices of Motion Status Report October 2025

Last printed as at 10 October 2025



No.	Date of Meeting	Item No.	Notice of Motion Title	Council Resolution	Name of Councillor NOM submitted by	Responsible Executive	Status	Comments
21	27/08/2025	13.8	Notice of Motion - Parking conditions in Mascot area	1.That Council develops a pattern of precincts and reports back to the City Works and Assets Committee with a recommendation of which areas should be prioritised. 2.That Council notes that this work will consider any changes planned in the Mascot Master Plan.	Cr Kassim	Director City Futures	On Track	To commence.
22	27/08/2025	13.9	Notice of Motion - Responding to the Crisis in Gaza	1.That Council acknowledges the frustration and sense of powerlessness our local community is experiencing as they witness the terrible human suffering that has occurred in Palestine, Lebanon, Syria and in Israel on 7 October 2023. 2. That Council commemorates Australia's upcoming recognition of the Palestinian state in September by the planting of an olive tree or trees to represent our community's aspirations for peace and reconciliation in the Middle East.	Cr Saravinovski	Director City Life And General Manager's Unit	On Track	Olive trees to be planted on 24 October 2025, site to be confirmed.
23	27/08/2025	13.10	Notice of Motion - Ron Gosling Reserve Bardwell Park - Dog Off Leash Park	1.That Council conducts a targeted survey of residents adjoining or near to Ron Gosling Reserve, Bardwell Park to determine support for retaining it, as is, or for fencing it to create a more formal dog off leash area. 2.That Council organises an on-site meeting of interested Councillors and local residents. 3.That if the enclosed/fenced dog off leash park is supported in the survey, the addition of bench seating, bubblers and water taps be considered. 4.That signage stating "Dogs must be on leash at all times" be removed and that the waste bags for dispensers be maintained.	Cr Saravinovski	Director City Presentation And General Manager's Unit	On Track	Community survey to be undertaken prior to proceed with changes to fencing.
24	27/08/2025	13.11	Notice of Motion - Lena Lane, Sans Souci	1.That Council notes that Lena Lane, Sans Souci, is in very poor condition, with no drainage, potholes, and a muddy surface, impacting access for ten homes on Vanstone Parade and Clareville Avenue that do not have direct access to front of house off-street parking. 2.That Council notes that the residents on Vanstone Parade also face overnight street parking restrictions due to anti-hooring measures in the Vanstone Parade Car Park, further increasing the importance of safe and accessible laneway conditions. 3.That Council notes that works to improve Lena Lane are currently scheduled for the 2026/27 Operational Year. 4.That Council requests that, should funding become available in Quarterly Budget Reviews prior to 2026/27, budget be allocated to bring forward works on Lena Lane to provide improved drainage and a new surface treatment.	Cr Douglas	Director City Futures	On Track	To be considered as part of the CPP in 2026/27.
25	27/08/2025	13.12	Notice of Motion - Customer Experience Dashboard	1.That Council requests that future quarterly Customer Experience dashboards be enhanced by including measures that capture categories of requests received and the number of these requests that are actioned. 2.That the measures include potholes reported and actioned, illegal dumping incidents reported and collected and graffiti on public infrastructure reported and removed.	Cr Boutelet	Director City Performance	On Track	Report to be prepared for the City Performance Committee in November 2025.
26	27/08/2025	13.13	Notice of Motion - Commemoration & Peace: Honouring the Lost Children's Lives in Palestine	1.That Council acknowledges and mourns the tragic and unjust loss of children's and lives in Palestine, Lebanon, Syria and in Israel on 7 October 2023, and expresses solidarity with families in our community who are grieving or affected by the ongoing violence. 2.That Council condemns the targeting of civilians – particularly children and journalists – and acknowledges the support of the Australian Government for: a)an immediate ceasefire; b)the protection of civilians under international law; and c)increased humanitarian aid to impacted communities. 3.That Council writes formally to the Prime Minister, the Minister for Foreign Affairs, and local Federal Members, urging Australia to advocate for the rights and protection of children in all conflict zones, and to support international efforts toward a peaceful resolution. 4.That Council notes its previous resolution in planting memorial olive tree.	Cr Strong	General Manager's Unit	On Track	Olive trees to be planted on 24 October 2025, site to be confirmed. Letter has been sent to the Prime Minister, Minister for Foreign Affairs, and one local member for Kingsford-Smith. The federal member for Barton's letter is awaiting signature.
27	27/08/2025	13.15	Notice of Motion - Improved Safety Measures for Knight Street, Arncliffe (Intersection of Withers Street)	That the consideration of improved safety measures for Knight Street, Arncliffe (Intersection of Withers Street) be referred to the Bayside Traffic Forum.	Cr Nagi	Director City Futures	On Track	To commence.
28	24/09/2025	13.1	Notice of Motion - Open Spaces and Recreation Plan	That Council commences the development of an Open Spaces and Recreation Plan by first fully understanding the current provision of open space and recreational facilities and to assess any shortfalls in the current provision by: 1. That Council undertakes a comprehensive audit of existing public open spaces and recreational facilities 2. That the audit includes the demographic, spatial and environmental context, highlighting the distribution pattern of open space and recreation opportunities across Bayside 3. That current participation rates for active recreation be included and 4. That this information be prepared as a report (Stage 1 of an Open Space and Recreation Plan) 5. That funding for the additional elements to complete the Plan, such as a gap analysis of the current provision compared to relevant standards and benchmarking, community consultation, the development of a strategic framework, review of future opportunities and detailed action plan be considered for inclusion in the 2026/27 budget.	Cr McDougall and Cr Douglas	Director City Futures	On Track	To commence.

KEY Completed Substantially Completed On Track Delayed Deferred

5

Notices of Motion Status Report October 2025

Last printed as at 10 October 2025



No.	Date of Meeting	Item No.	Notice of Motion Title	Council Resolution	Name of Councillor NOM submitted by	Responsible Executive	Status	Comments
29	24/09/2025	13.2	Notice of Motion - Exploring Funding Models for Environmental Programs	1.That Council prepares a report outlining funding models used by other councils to support environmental and climate resilience programs. The report should: •Benchmark Bayside against comparable and neighbouring councils by examining: (i)The source of funding other councils have for their environmental programs, carbon offset agreements, and partnership contributions from high-impact industries. (ii)How these funding models have improved local amenity, delivered measurable environmental outcomes, and achieved better return on investment (ROI) for ratepayers. 2.That the following background information and opportunities for Bayside be considered by staff when preparing the report referenced in Part 1 of the Resolution: Background information Learning from Other Councils Several NSW councils have successfully implemented innovative funding models to enhance environmental outcomes and improve local amenity:	Cr Douglas and Cr Bredehoeft	Director City Life	On Track	To commence.
30	24/09/2025	13.3	Notice of Motion - Proposed closure of Kingsgrove Post Office and the Rockdale PO Box Annexe	1.That Council notes the proposed closure of the Kingsgrove Post Office and the significant community opposition. 2.That Council also notes the proposed closure of the Rockdale PO Box Annexe, scheduled for the 14 November 2025, despite the recent AusPost commitment to retain the post office boxes in Rockdale. 3.That Council recognises the essential role the Post Office plays for residents, businesses, and vulnerable members of the community 4.That Council calls on the Federal Member for Barton to urgently intervene with Australia Post to prevent the closures and ensures proper consultation with the community. 5.That Council requests the Mayor write to the Member for Barton, Federal Minister for Communications and CEO of Australia Post outlining Council's concerns and seeking assurance that services will be maintained in Kingsgrove and Rockdale.	Cr Boutelet	General Manager's Unit	On Track	Letter to be drafted and forwarded to relevant parties in October 2025.
31	24/09/2025	13.4	Notice of Motion - Safety concerns at Wolli Creek - Princes Highway	1.That Council notes the ongoing safety concerns for pedestrians crossing the Princes Highway at Wolli Creek, including the risks posed by high traffic volumes and inadequate pedestrian facilities. 2.That Council further notes that despite Council's letter to the NSW Government raising these concerns, no response has been received. 3.That Council calls on the NSW Government to urgently: a.Respond to Council's correspondence regarding Princes Highway pedestrian safety at Wolli Creek. b.Engage with Bayside Council and the local community to identify immediate safety improvements, such as upgraded crossings, traffic calming, or signal changes. c.Commit to a plan and funding for long-term pedestrian safety solutions in the area. 4.That Council requests the Mayor write again to the Premier, the Minister for Transport, and the local State Member, copying relevant agencies, to seek a formal response and timeline for action.	Cr Boutelet	Director City Futures	On Track	Awaiting on a funding source to be identified. A copy of the letter from TfNSW will be circulated to all Councillors.
32	24/09/2025	13.5	Notice of Motion - Upgrade of Memorial Park playground, Mascot	1.That Council notes that the playground at Memorial Park, Mascot is in need of renewal to meet community needs. 2.That Council commits to upgrading the playground at Memorial Park, with a focus on: a.Inclusive and accessible play equipment suitable for a range of ages and abilities. b.Improved safety features and shade. c.Landscaping and seating to enhance the park's amenity for families and carers. 3.That Council requests staff prepare a report outlining design options, cost estimates, and potential funding sources for the upgrade, to be brought back to Council for consideration.	Cr Boutelet	Director City Futures	On Track	In progress.
33	24/09/2025	13.6	Notice of Motion - Enhanced Community Education and Communication for Urban Green Spaces and Tree Management	1.That Council refreshes, expands and implements a community education program about the importance of urban green spaces including trees, native vegetation, bushes, and parklands in our urban environment, highlighting their benefits for air quality, biodiversity, climate resilience, stormwater management, and community wellbeing. •Utilising existing Council communication channels, e.g. e-newsletter, social media, digital channels, messages on garbage trucks 2.That Council expands on regular community workshops and education sessions (including at the Project Planet festival in October), for example on: •Native vegetation selection and care suitable for local conditions •Sustainable gardening practices that support urban green spaces and trees 3.That Council establishes a tree removal communication protocol requiring that when Council removes or cuts down any tree, or undertakes significant landscaping changes in public spaces: •Clear signage is placed at the site explaining the reason for removal (e.g., safety, disease, infrastructure conflict, park improvements) •Information is clearly provided on replacement planting trees/green space enhancements and timelines •Consider increasing letterboxing of information 4.That Council promotes and expands Council's Tree Adoption Program through: •Enhanced community awareness of this great program •Considers regular information sessions for interested residents •Considers introduction of recognition programs for active tree adopters 5.That Council reports back to Council within 6 months.	Cr Bredehoeft and Cr Douglas	Director City Life	On Track	In progress.

KEY ● Completed ■ Substantially Completed ● On Track ● Delayed ● Deferred

Notices of Motion Status Report October 2025

Last printed as at 10 October 2025



No.	Date of Meeting	Item No.	Notice of Motion Title	Council Resolution	Name of Councillor NOM submitted by	Responsible Executive	Status	Comments
34	24/09/2025	13.7	Notice of Motion - On-street personal electric vehicle charging solution trial investigation	1.That Council investigates establishing a trial program for kerbside on-street personal EV charging units within the Bayside Council area. 2.That Council examines the requirements and barriers for installing infrastructure, including: •Development consent processes under the Transport and Infrastructure SEPP •Safety and liability considerations for units on public land •Insurance requirements for property owners 3.That Council assesses feasibility of trial program by reviewing: •The trial outcomes from Port Phillip City Council (Victoria) •Suitable locations for a small-scale trial •Cost implications for participating residents •Council's role and responsibilities •Risk management requirements 4.That Council reports back with recommendations on whether to proceed with a Kerb charge trial program.	Cr Bredehoeft and Cr Douglas	Director City Futures and Director City Life	On Track	In progress.
35	24/09/2025	13.8	Notice of Motion - Establish a Sports Advisory Committee	That a report be prepared and presented to the relevant Committee discussing the potential of Council establishing a Sports Advisory Committee (similar to the format of the Georges River Advisory Committee) or a Sports Forum.	Cr Barlow	Director City Life	On Track	In progress.
36	24/09/2025	13.9	Notice of Motion - 2025 Bayside Town and Shopping Centre Spring Clean Program	That a report be prepared to the City Works & Assets Committee in November 2025 detailing Council's current town and shopping centre cleaning program which includes reference to what Council already does, what Council could potentially do differently, service standards and how a spring clean program could be implemented via a cyclical calendar.	Cr Poulos	Director City Presentation	On Track	Report to be prepared for the City Works & Assets Committee in November 2025.
37	24/09/2025	13.10	Notice of Motion - Investigating expansion of children's services	1.That Council notes: a) research by VUT that indicates sections of our LGA need more early childhood education & care. b) that Bayside Council has inherited services in the old Botany Council as part of the amalgamation, and that the majority of these services exceed National Quality Standards. c) that the local population is expected to increase further due to the NSW Government's development plan, which may increase demand for services; d) notes the increasing number of proposals that have been recommended by the Housing Development Authority to proceed as State Significant Development and the necessity for the Council to outline the key planning issues of the proposed development, via the notification process, to ensure such matters are addressed as part of the assessment and determination of the applications; and e) notes that consideration will be given to opportunities for childcare centres to be included in proposals declared as State Significant within the LGA. 2.That the Council requests staff prepare a report investigating expanded Council-run Early Childhood Education & Care on: a) considers Council owned assets, including existing properties leased to private childcare operators, as potential sites for more Council owned and managed childcare centres as part of the infrastructure needs assessment; b) identifies areas of need in the LGA for potential new sites to locate early learning services, and costs associated with their set up for Council to consider; and c) includes data on cost of the quality of a private childcare centre around the area and costs around comparative Council run services. 3.That Council commits to increased transparency for local families by: a) expediting any Questions on Notice and Freedom of Information requests in this area; and b) reporting back regularly to Council on the progress of this report.	Cr Strong	Director City Life	On Track	To commence.
38	24/09/2025	13.11	Notice of Motion - Gender affirmation leave	That Council consults with relevant staff unions regarding negotiations and award agreements in relation to gender affirmation leave, reproductive health care leave, cultural Leave for Aboriginal and Torres Strait Islanders leave policy for the Bayside Council workforce.	Cr Strong	General's Manager Unit	On Track	A report is being prepared for the City Performance Committee in November 2025.
39	24/09/2025	13.12	Notice of Motion - Scarborough Central, Kogarah - request for State and Federal Funding Contribution	1.That Council notes that the Scarborough Park Masterplan has been endorsed by Committee and will be resolved by Council at this meeting, reaffirming the importance of the soccer, rugby league, cricket and oz tag games played on the central fields at Scarborough Park. 2.That Council notes that the tenders for lighting at AS Tanner Reserve and Scarborough East have recently been awarded and that the tender for the lighting upgrade at Scarborough Central is due to come to Council before the end of this year. 3.That Council notes that based on recent tenders there could potentially be a shortfall in the funding currently allocated for Scarborough Central and resolves to request financial support from the State and Federal Governments to contribute to the cost of this significant project. 4.That Council writes to our State and Federal Members seeking their financial support for the Scarborough Central lighting project.	Cr Nagi	General Manager's Unit	On Track	Letter to be drafted and forwarded to relevant parties in October 2025.

KEY ● Completed ■ Substantially Completed ● On Track ● Delayed ● Deferred

7

Notices of Motion Status Report October 2025

Last printed as at 10 October 2025



**Five (5) Notices of Motion were completed since the last report to Council in September 2025.**

No.	Date of Meeting	Item No.	Notice of Motion Title	Council Resolution	Name of Councillor NOM submitted by	Responsible Executive	Status	Comments
1	28/05/2025	13.5	Notice of Motion - Customer Service	1. That Council affirms that consistently great customer experiences and a strong community focus should guide everything Council does, from planning to day-to-day customer facing activity. 2. That Council commits to making customer service a shared responsibility across the whole organisation by: a) Making customer experience a priority in every department; b) Creating clear service standards (Service Level Agreements) so people know what to expect.	Cr Morrissey	Director City Performance	Completed	A report was presented to the City Performance Committee in October 2025. This Notice of Motion will now be closed.
2	28/05/2025	13.7	Notice of Motion - Council-wide App	That Council investigates the development of a Council wide mobile app which will expand on the services, information and engagement that is offered by the Bayside Waste app.	Cr Boutelet	General Manager's Unit	Completed	A report was presented to the City Performance Committee in October 2025. This Notice of Motion will now be closed.
3	23/07/2025	13.2	Notice of Motion - Improving Compliance with Water Sensitive Urban Design (WSUD)	1. That Council report back on existing and planned measures to monitor and enforce maintenance of non-Council Water Sensitive Urban Design (WSUD) systems and devices required as part of the development control process. 2. That Council make representations to the State Government for cost sharing of the compliance cost of this program.	Cr Kassim	Director City Futures	Completed	Report prepared and considered at the Council meeting in September 2025. This Notice of Motion will now be closed.
4	27/08/2025	13.7	Notice of Motion - Litter and illegal dumping in the Bayside LGA	1. That Council notes the negative impacts of litter and illegal dumping, and the importance of maintaining general cleanliness of public spaces across Bayside. 2. That Council acknowledges the current work being undertaken to deliver a revised Waste Strategy which will serve as the umbrella framework to guide Council's long-term approach to reducing litter and illegal dumping across the LGA. 3. That Council notes that the annual action plan attached to the Waste Strategy will prioritise behavioural campaigns, enforcement visibility and community and business collaboration. 4. That Council writes to the Premier and Minister for the Environment, Penny Sharpe MLC, strongly advocating for reinstatement of the Southern Sydney RID (Regional Illegal Dumping) squad as the most effective way of combating and preventing illegal dumping. 5. That a Motion be prepared for the LGNSW Conference addressing litter and illegal dumping.	Cr Boutelet	General Managers Unit and City Performance	Completed	A motion was submitted for the LGNSW Conference addressing litter and illegal dumping. This Notice of Motion will now be closed.
5	27/08/2025	13.14	Notice of Motion - Strengthening Early Childhood Education Quality, Safety & Workforce Conditions	1. That Council endorses the following Motion for consideration at the Local Government NSW (LGNSW) Annual Conference 2025 in Penrith. Proposed LGNSW Motion 1. That LGNSW call on the NSW Government to recognise that Local Government is well placed to provide and to support not-for-profit early childhood education. 2. That LGNSW advocate and work with Councils in the process of eliminating the use of private labour hire to ensure Working with Children Checks are never circumvented and all employees are paid fairly on the award. 3. That LGNSW will assist councils in delivering a shared benchmark of safe staffing levels across council-run centres, in consultation with United Services Union and relevant peak bodies. 4. That LGNSW supports in its advocacy the principle that no educator is left alone with children and that CCTV is not a substitute for supervision. 5. That LGNSW will advocate for staffing levels to be increased in the National Quality Framework (NQF) to be applied to all services. 2. That a Motion be prepared for the LGNSW Conference in support of strengthening early childhood education quality, safety and workforce conditions.	Cr Strong	General Manager's Unit and City Performance	Completed	A motion was submitted for the LGNSW Conference addressing litter and illegal dumping. This Notice of Motion will now be closed.

KEY ● Completed ■ Substantially Completed ● On Track ● Delayed ● Deferred



## Council Meeting

22/10/2025

Item No	11.5
Subject	<b>Disclosure of Pecuniary Interest Annual Returns 2024-2025</b>
Report by	Richard Sheridan, Director City Performance
File	SF24/8039

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## Summary

Council's Code of Conduct outlines the statutory requirements in respect of the lodgement of Disclosures of Pecuniary Interest and Other Matters by Councillors and Designated Persons (Returns). The obligations are the same for the Mayor, Councillors and Designated Persons. Designated Persons include the General Manager, the four Directors and the Manager Governance & Risk, Manager Procurement & Fleet and Manager Finance (known as Key Management Positions), ARIC members and other staff who the council identifies as exercising functions that could give rise to a conflict of interest.

Council must make Returns publicly available on its website in accordance with the requirements of the *Government Information (Public Access) Act 2009*, unless there is an overriding public interest against disclosure of the information. Where Council forms this view, it will determine whether certain information should be redacted from the Returns before website publication.

This report provides information regarding the Returns lodged with the General Manager, as required under Section 4 of the Code of Conduct. Council will publish these Returns on its website in whole or with redactions subject to the public interest test.

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## Officer Recommendation

That the Annual Disclosure of Information Returns for Councillors and Statutory Designated Positions for 2024-2025 be received and noted.

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## Background

Under Section 4 of the Bayside Council's *Code of Conduct* (23 July 2025), Councillors and designated persons are required to complete and submit Returns.

Designated persons include:

- a. The General Manager,
- b. Senior staff of councils for the purposes of section 332 of the *Local Government Act 1993*,
- c. Any other member of staff or delegate of the council who holds a position identified by the council as the position of a designated person because it involves the exercise of a function that could give rise to a conflict of interest, and

- d. A member of a committee of the council identified by the council as a committee whose members are designated persons because the functions of the committee involve the exercise of functions that could give rise to a conflict of interest.

Sub-sections 4.21 - 4.27 of the Code of Conduct outline the requirements for written returns of councillors and designated persons, including the need to maintain a register of returns, the tabling of returns at a Council meeting, and the requirement to disclose any new interest that arises through the year, following lodgement of the annual return.

The mandatory proactive release provisions of the Government Information (Public Access) Act (GIPA) and the GIPA Regulation apply to the Returns of councillors and designated persons. The combined effect of the GIPA Act and the GIPA Regulation is that the information in the Returns need to be disclosed on Council's website, unless to do so would impose unreasonable costs on the Council, or if the Council determined there was an overriding public interest against disclosing the information.

The GIPA Act also requires Council to "facilitate public access to open access information contained in a record by deleting matter from a copy of the record to be made publicly available, if inclusion of the matter would otherwise result in there being an overriding public interest against disclosure of the record, and it is practicable to delete the matter". If it is practicable to do so, then the information should be deleted from a copy of the Return and the remainder of the Return made available on the Council's website.

The staff positions that are deemed Statutory designated persons besides the Mayor and Councillors, are the General Manager and Directors and the positions of Manager Governance & Risk, Manager Procurement & Fleet and Manager Finance and the members of the Audit Risk & Improvement Committee.

### Tabling of Returns

For the purposes of this Report, as required by clause 4.24 of the Code of Conduct, a register of Returns lodged by Councillors and Designated Persons in accordance with clause 4.21 has been established by Council.

All Disclosure of Interests returns, as listed in the tables below, are 'tabled' at this meeting in accordance with clause 4.25 of the Code of Conduct.

### Annual Returns

In accordance with Clause 4.21(b), the following Returns have been lodged by Councillors and Statutory Designated Persons holding that position as at 30 June 2025.

#### Councillors

Councillors' Name	Return Date of Completed Form
MCDUGALL Edward	08/10/2025
DOUGLAS Heidi Lee	30/08/2025
SARAVINOVSKI Chris	29/07/2025
BOULETEL Jerome	27/08/2025
BARLOW Elizabeth	27/08/2025

Councillors' Name	Return Date of Completed Form
STRONG Peter	27/08/2025
MORRISSEY Scott	27/08/2025
POULOS Vicki	29/08/2025
CURRY Christina	1/09/2025
DOUKSOU Fiona	20/10/2025
BREDEHOEFT Janin	27/08/2025
AWADA Joe	28/07/2025
NAGI Michael	10/10/2025
BEZIC Ron	09/10/2025
KASSIM Soraya	31/08/2025

### Designated Persons

Position	Return Date of Completed Form
General Manager	26/08/2025
Director City Futures	19/08/2025
Director City Life	29/09/2025
Director City Performance	29/07/2025
Director City Presentation	15/08/2025
Manager Governance & Risk	30/09/2025
Manager Finance	27/08/2025
Manager Procurement & Fleet	19/08/2025
ARIC Member (Mark Sercombe)	30/08/2025
ARIC Member (Robert Lagaida)	08/08/2025
ARIC Member (Sheridan Dudley)	21/08/2025

All Councillors and Designated Persons have lodged their returns within the timeframe required by the Code of Conduct. Given the Local Government Election was held in September 2024, all Councillors listed above were sitting as at 30 June 2025 and therefore were required to complete their Returns included in this report.

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## Financial Implications

- |                                      |                                     |
|--------------------------------------|-------------------------------------|
| Not applicable                       | <input checked="" type="checkbox"/> |
| Included in existing approved budget | <input type="checkbox"/>            |
| Additional funds required            | <input type="checkbox"/>            |

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## Community Strategic Plan

- |  |                                     |
|--|-------------------------------------|
| Theme One – In 2035 Bayside will be a vibrant and liveable place                                 | <input type="checkbox"/>            |
| Theme Two – In 2035 our Bayside community will be connected and feel that they belong            | <input type="checkbox"/>            |
| Theme Three – In 2035 Bayside will be green, resilient and sustainable                           | <input type="checkbox"/>            |
| Theme Four – In 2035 Bayside will be financially sustainable and support a dynamic local economy | <input checked="" type="checkbox"/> |

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## Risk Management – Risk Level Rating

- |                |                                     |
|----------------|-------------------------------------|
| No risk        | <input checked="" type="checkbox"/> |
| Low risk       | <input type="checkbox"/>            |
| Medium risk    | <input type="checkbox"/>            |
| High risk      | <input type="checkbox"/>            |
| Very High risk | <input type="checkbox"/>            |
| Extreme risk   | <input type="checkbox"/>            |

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## Community Engagement

The issues raised in this report do not require community consultation under Council's Community Engagement Policy.

## Attachments

Nil

## Council Meeting

22/10/2025

Item No	11.6
Subject	<b>Supplementary Report - Electric Vehicle Charging Infrastructure Policy and Advertising-Enable Electric Vehicle Chargers</b>
Report by	Debra Dawson, Director City Life
File	F23/490

## Summary

At the City Planning and Environment Committee meeting held on 1 October 2025, Councillors requested additional information regarding Electric Vehicle (EV) Charging Technology and recommendations for minimum standards applicable to EV chargers in Bayside. This report is intended to address these requests and provide additional information on the EV Charging pilot program funded by the Australian Renewable Energy Agency (ARENA) in collaboration with Intellihub. Seven pole-mounted EV charging stations were installed under the pilot program since December 2023.











## Officer Recommendation

1. That the report is received and noted.
2. That an idle fee of \$0.50 per minute to be introduced with a 15-minute grace period

## Background

### Current Electric Vehicle Charging Technologies

Table below is an infographic for different charging levels and typical applications.

Charging Level	 Power Output	 Range Added per Hour	 Charging Time	 Typical Application
 Level 1	1.4–3.7 kW	10–20 km	5–16 hours	Home
 Level 2 (Slow)	7 kW	30–45 km	2–5 hours	Home, work, shopping centers
 Level 2 (Fast)	11–22 kW	50–130 km	30 min – 2 hours	Urban roadside, public car parks
 Level 3 (DC Fast)	25–350 kW	150–300 km	10–60 min	Highways, motorways, key routes
 Super-Fast Charger	350–500 kW+	300–600 km	5–20 min	Major highways, commercial hubs
 Wireless Charging	3–22 kW (current)	10–130 km	30 min – 8 hours	Home, work, taxi ranks, bus stops

### Current EVs with limits in charging capacity


The table below summarizes the charging capabilities of leading EV models available in 2025. The Tesla Model 3 and Hyundai Ioniq 6, for instance, support AC charging up to 11 kW and DC fast charging up to 250 kW and 350 kW, respectively.

This information indicates that most EVs on the market are compatible with 11– 22 kW AC and 25–50 kW DC chargers, aligning with the infrastructure standards described in the Bayside EVCI Policy.

Model	Type	Model Year	Battery Size (KWh)	Max AC Charging	Max DC Charging	Range (WLTP)
BYD Seal	Sedan	2025	61.4	7 kW	150 kW	510 km
Tesla Model 3	Sedan	2025	60	11 kW	250 kW	513 km
Hyundai Ioniq 6	Sedan	2025	53	11 kW	350 kW	614 km
BMW i4	Sedan	2025	70.3	11 kW	205 kW	590 km
Mercedes-Benz EQE	Sedan	2025	90.6	11 kW	170 kW	590km
Genesis Electrified G80	Sedan	2025	87.2	11 kW	350 kW	570 km
Audi S e-tron GT	Sedan	2025	93	11 kW	320 kW	558 km
Hyundai Ioniq 9	SUV	2025	110.3	11 kW	350 kW	600 km
Tesla Model Y	SUV	2025	75	11 kW	250 kW	600 km
Volkswagen ID.5 GTX	SUV	2025	84	11 kW	135 kW	522 km
Kia EV3	SUV	2025	77.4	11 kW	150 kW	563 km
Porsche Macan Turbo EV	SUV	2025	100	11 kW	270 kW	590 km
Polestar 4	SUV	2025	100	11 kW	200 kW	620 km
Toyota bZ4X	SUV	2025	71.4	11 kW	150 kW	436 km
Hyundai Kona SE	SUV	2025	48.6	11 kW	100 kW	305 km

### EV charging infrastructure pilot program

Location	Suburb	Capacity	No dedicated parking	Operator	Cost per kWh
• 86 Arncliffe St	Wolli Creek	22kW	1	Intellihub	\$0.50
• 12 Arncliffe St	Wolli Creek	22kW	1	Intellihub	\$0.50
• 149 Coward St	Mascot	22kW	1	Intellihub	\$0.50
• 26 Shaw St	Bexley North	22kW	1	Intellihub	\$0.50
• 15 Victoria St	Botany	22kW	1	Intellihub	\$0.50
• 33 Smith St	Hillsdale	22kW	1	Intellihub	\$0.50
• 7 The Boulevarde	Brighton Le Sands	22kW	1	Intellihub	\$0.50
• St Kilda St	Bexley North	22kW	1	Ausgrid	\$0.38

Note: : Level 2 AC Fast charger

In 2023, Bayside participated in the pole-mounted EV charging infrastructure pilot program, funded by the Australian Renewable Energy Agency (ARENA), which installed seven 22kW

pole-mounted charging stations (🚗 Level 2 AC Fast) across the LGA, all operated by Intellihub. An additional 22kW EV charging station (🚗 Level 2 AC Fast) was installed by Ausgrid at Gilchrist Park, Bexley North as part of the Community Battery Project funded by the ARENA. The table in page 2 details each station’s location, capacity, operator, and cost per kWh.

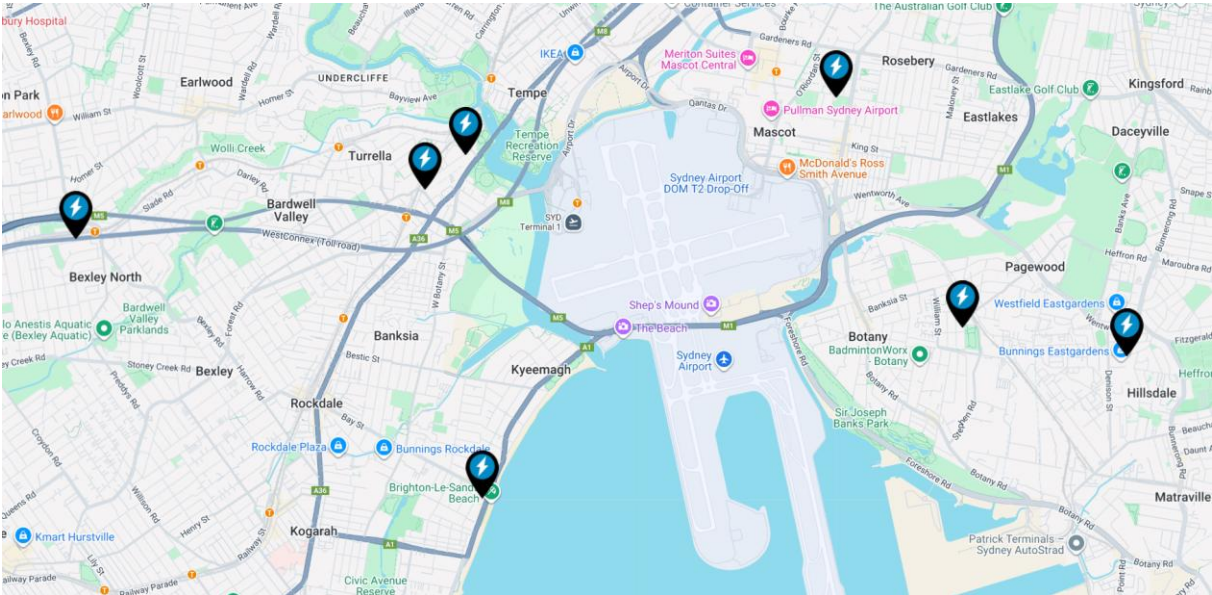


Figure 1: EV charging locations by Intellihub under the pole-mounted EV charging station trial program

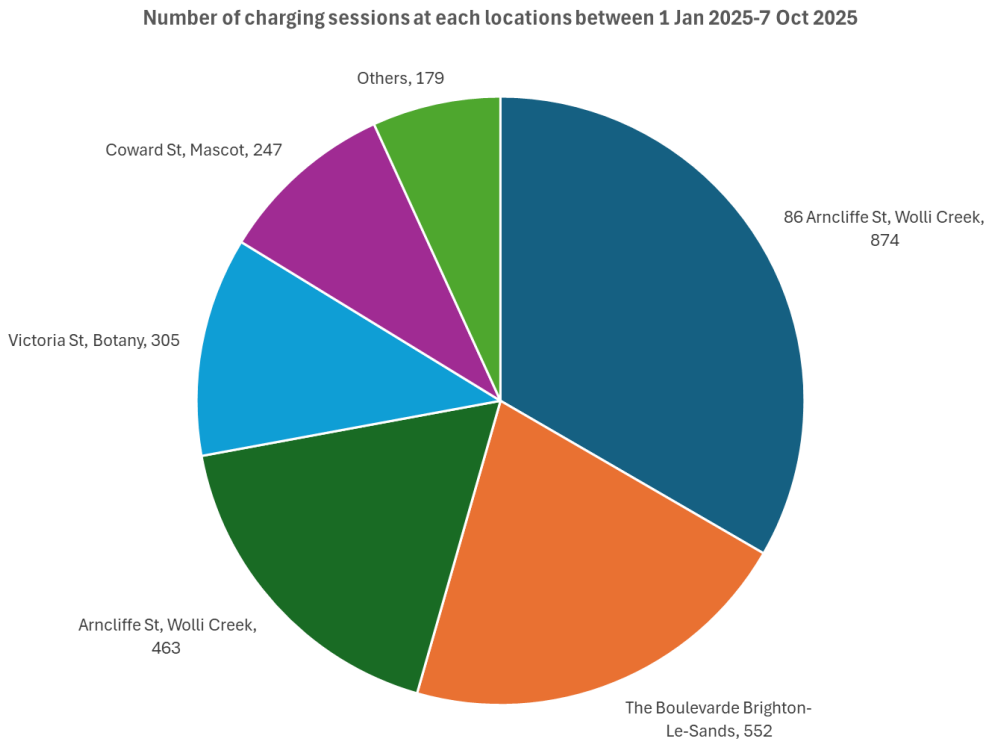


Figure 2: Number of charging sessions at locations between 1 January to 7 October 2025.

Since 1 January 2025, a total of 2,620 charging sessions have been recorded across seven EV chargers operated by Intellihub (Figures 2). Notably, two EV charging stations located in



Wolli Creek, an area characterised by high-rise residential buildings, account for 51.1% of all sessions. The EV charging station at The Boulevarde, Brighton Le-Sands represents 21.1% of the total activity.

On average, each charging session lasts approximately 159 minutes (2 hours and 39 minutes), as illustrated in Figure 3, which shows the average duration of charging sessions. Detailed data analysis reveals that most sessions are under two hours on weekdays, while sessions tend to be longer on weekends and at night. These findings support the recommendation to implement two- or four-hour parking limits at charging stations to maximize turnover and ensure better access.

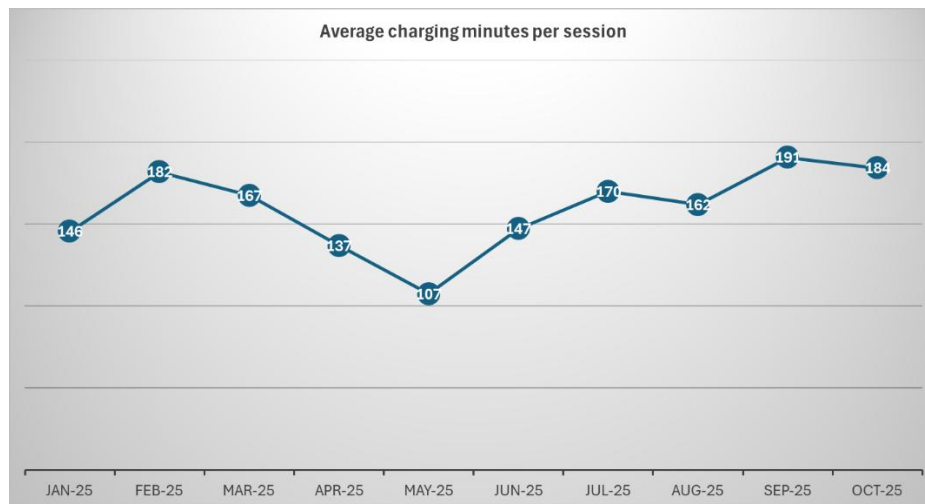


Figure 3: Average charging minutes per session.

To promote efficient use of EV charging stations and enhance access for all drivers, it is recommended that an idle fee be implemented. This fee would apply to users who remain parked and plugged in after their vehicle has finished charging. For reference, Northern Beaches Council has established an idle fee of \$1.00 per minute.

It is proposed that Bayside introduce an idle fee of \$0.50 per minute, with a 15-minute grace period to allow EV drivers sufficient time to move their vehicles once charging is complete.

### Recommendations on minimum capacity for EV chargers in Bayside.

Based on the suitable types of charging levels, locations and maximum charging capacities of current EVs, and to maximize community benefit and ensure future readiness, it is recommended that:

- Kerbside/On-road Car Parks: Install Level 2 (🔌 AC Fast; 11–22 kW) or Level 3 (⚡ DC Fast; 25–50 kW) chargers to meet daily needs, support rapid turnover, and targeting EV drivers living in high density area without access to private EV charging infrastructure.
- Council Car Parks (e.g., sporting fields, aquatic centres): Deploy Level 3 (⚡ DC Fast) chargers with a minimum 50 kW capacity to accommodate higher demand and reduce wait times.

These standards are already addressed in the current EV Charging Infrastructure Policy 2024.



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## Financial Implications

Not applicable	<input checked="" type="checkbox"/>
Included in existing approved budget	<input type="checkbox"/>
Additional funds required	<input type="checkbox"/>

---

## Community Strategic Plan

Theme One – In 2035 Bayside will be a vibrant and liveable place	<input type="checkbox"/>
Theme Two – In 2035 our Bayside community will be connected and feel that they belong	<input checked="" type="checkbox"/>
Theme Three – In 2035 Bayside will be green, resilient and sustainable	<input checked="" type="checkbox"/>
Theme Four – In 2035 Bayside will be financially sustainable and support a dynamic local economy	<input type="checkbox"/>

---

## Risk Management – Risk Level Rating

No risk	<input type="checkbox"/>
Low risk	<input checked="" type="checkbox"/>
Medium risk	<input type="checkbox"/>
High risk	<input type="checkbox"/>
Very High risk	<input type="checkbox"/>
Extreme risk	<input type="checkbox"/>

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## Community Engagement

Not Applicable

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## Attachments

Nil

## Council Meeting

22/10/2025

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Item No	11.7
Subject	<b>Response to Notice of Motion - Bardwell Park Shopping Centre</b>
Report by	Peter Barber, Director City Futures
File	SF25/7257

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## Summary

At its meeting on 27 November 2024, Council resolved a Notice of Motion titled Bardwell Park Shopping Centre (Minute No. 2024/220). This report is in response to the matters raised in the Notice of Motion.

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## Officer Recommendation

That due to delays associated with the TfNSW Bardwell Park train station upgrade project, Council's planned upgrade to the Bardwell Park Shopping Centre public domain be deferred to FY 2026/27 for design and construction to ensure a coordinated and compliant approach.

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## Background

At its Meeting on 27 November 2024, Council resolved a Notice of Motion to beautify, rejuvenate and revitalise the Bardwell Park shopping Centre and as follows:

That Bayside Council include a project to beautify, rejuvenate and revitalise the Bardwell Park shopping centre in the 2025/26 budget in order to:

Resolved on the motion of Councillors Nagi and Bezic

- 1 *That Council includes a project to beautify, rejuvenate and revitalise the Bardwell Park shopping centre in the Draft 2025/26 Capital Works Budget in early 2025 in order to:*
  - a. *assist shop owners with finding parking solutions; and*
  - b. *greening and cleaning the footpaths that impact shop owners;*

*with the objective to help bring business and customers to Bayside.*
- 2 *That Council notes that the NSW Government are undertaking infrastructure upgrades in Bardwell Park (i.e. lifts at the train station) and take this into consideration as there may be changes to parking and improvements to the public domain will complement the works.*
- 3 *That Council write to the Minister for Transport and incorporate the work the State Government is doing in providing us with that great accessibility upgrade.*

## Project update

This project is currently included as part of Council's FY25/26 Capital Project Program for design.

TfNSW are currently undertaking infrastructure upgrades in Bardwell Park (i.e. lifts at the train station), these include changes to parking and improvements to the public domain which will complement the works. Council staff have continued to work with TfNSW to ensure both party's works are coordinated and consistent through the town centre.

Council was briefed on 16 September 2025 by Transport for NSW regarding delays due to proposed conflicting works. The design changes are still in negotiation and include the potential locations for a pedestrian crossing and changes necessary to provide accessible parking.

TfNSW noted that there will be Disability Discrimination Act compliance issues at the south-western corner of the Slade Road and Hartill-Law Avenue that will need to be resolved in line with the proposed new pedestrian crossing. These include grading issues with the proposed pedestrian crossing, as well as accessibility compliance for a bus stop.

TfNSW have advised that consultation and design works are estimated to be completed by December 2025, with construction to commence early next year. Council's ability to progress with its design works is contingent upon the completion of these preceding design activities to avoid any disconnect between Council's works and the TfNSW station upgrade project.

Once design work is complete, it will be important for both parties to coordinate in terms of delivery to minimise the impact on local businesses, customers and commuters. Due to the delays the with TfNSW design, Council's works are most likely to be delayed until the 2026/27 Capital Works Program.

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## Financial Implications

Not applicable	<input type="checkbox"/>	
Included in existing approved budget	<input checked="" type="checkbox"/>	FPN 102389
Additional funds required	<input type="checkbox"/>	

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## Community Strategic Plan

Theme One – In 2035 Bayside will be a vibrant and liveable place	<input checked="" type="checkbox"/>
Theme Two – In 2035 our Bayside community will be connected and feel that they belong	<input type="checkbox"/>
Theme Three – In 2035 Bayside will be green, resilient and sustainable	<input type="checkbox"/>
Theme Four – In 2035 Bayside will be financially sustainable and support a dynamic local economy	<input type="checkbox"/>

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### **Risk Management – Risk Level Rating**

No risk	<input type="checkbox"/>
Low risk	<input checked="" type="checkbox"/>
Medium risk	<input type="checkbox"/>
High risk	<input type="checkbox"/>
Very High risk	<input type="checkbox"/>
Extreme risk	<input type="checkbox"/>

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### **Attachments**

Nil

## Council Meeting

22/10/2025

Item No 11.8  
Subject **General Manager's Performance Review**  
Report by Meredith Wallace, General Manager  
File SF24/8039

## Summary

Councillors have an opportunity to contribute to the assessment of the General Managers performance. In accordance with the Office of Local Government Guidelines 2022 Council must establish a performance review panel led by the Mayor and comprising the Deputy Mayor, another councillor nominated by council and a councillor nominated by the general manager. This report asks Council to nominate its preferred councillor representative.

## Officer Recommendation

1. That Council nominates one Councillor, in addition to the Mayor and Deputy Mayor, to participate in the General Manager's Performance Assessment to be held in November 2025.
2. That the nominated panel members be provided with training on the conduct of a performance review, reporting on findings and the development of a performance agreement for the next 12 months.
3. That councillors who are not members of the performance review panel be invited to contribute to the performance review process by providing feedback to the Mayor on the General Manager's performance relevant to agreed performance criteria.

## Background

A councillor panel member will assist Council to determine the General Manager's performance against service delivery targets, budgetary compliance, organisational capability, management of risks and WHS compliance and workplace culture.

Availability to undertake an introductory session in addition to the review assessment meeting is an important consideration. The timing and location of these will be determined in consultation with the panel members.

## Financial Implications

Not applicable	<input checked="" type="checkbox"/>	
Included in existing approved budget	<input type="checkbox"/>	<<Enter comment if required or delete>>
Additional funds required	<input type="checkbox"/>	<<Enter comment if required or delete>>

## Community Strategic Plan

Theme One – In 2035 Bayside will be a vibrant and liveable place

☒

- 
- |  |                                     |
|--|-------------------------------------|
| Theme Two – In 2035 our Bayside community will be connected and feel that they belong            | <input checked="" type="checkbox"/> |
| Theme Three – In 2035 Bayside will be green, resilient and sustainable                           | <input checked="" type="checkbox"/> |
| Theme Four – In 2035 Bayside will be financially sustainable and support a dynamic local economy | <input checked="" type="checkbox"/> |
- 

## Risk Management – Risk Level Rating

- |                |                                     |
|----------------|-------------------------------------|
| No risk        | <input type="checkbox"/>            |
| Low risk       | <input checked="" type="checkbox"/> |
| Medium risk    | <input type="checkbox"/>            |
| High risk      | <input type="checkbox"/>            |
| Very High risk | <input type="checkbox"/>            |
| Extreme risk   | <input type="checkbox"/>            |
- 

## Community Engagement

Not applicable

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## Attachments

Nil

## **12 MINUTES AND REPORTS OF COMMITTEES**

Key: \* Substantial Recommendation/s

### **Council Meeting**

**22/10/2025**

Item No	12.1
Subject	<b>Minutes of the City Planning &amp; Environment Committee Meeting - 1 October 2025</b>
Report by	Richard Sheridan, Director City Performance
File	SF24/8039

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### **Officer Recommendation**

That the Minutes of the City Planning & Environment Committee meeting held on 1 October 2025 be received and the recommendations therein be adopted.

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### **Summary of Substantial Recommendations**

There were no Substantial Policy or Financial Recommendations identified.

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### **Present**

Councillor Scott Morrissey Chairperson  
Councillor Liz Barlow, Deputy Chairperson  
Councillor Janin Bredehoeft  
Councillor Christina Curry  
Councillor Peter Strong (via Audio-Visual Link)  
Councillor Vicki Poulos (alternate Committee Member)

### **Also present**

Peter Barber, Acting General Manager  
Louise Farrell, Acting Director City Futures  
Helen Tola, Manager Governance & Risk (via Audio-Visual Link)  
David Smith, Manager Strategic Planning  
Josh Ford, Coordinator Planning Policy  
Mariam Fares, Manager City Projects  
Darren O'Connell, Lead Governance  
Linda Hackett, Governance Officer  
Damien Carson, IT Service Management Officer

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The Chairperson opened the meeting in the Committee Room, Botany Town Hall, at 6:32 pm.

## ATTENDANCE OF ALTERNATE COMMITTEE MEMBERS

### **Committee Recommendation**

Moved by Councillors Morrissey and Curry

That the attendance of Councillor Poulos as an alternate Committee Member at tonight's meeting be granted in order to achieve a quorum.

## **1 Acknowledgement of Country**

The Chairperson affirmed that Bayside Council acknowledges the Bidjigal Clan, the traditional owners of the land on which we meet and work and acknowledges the Gadigal people of the Eora Nation. Bayside Council pays respects to Elders past and present.

## **2 Apologies, Leave of Absence & Attendance Via Audio-Visual Link**

### **Apologies**

#### **Committee Recommendation**

Moved by Councillors Curry and Barlow

That the apology from Councillor Douglas be received and leave of absence granted.

### **Leave of Absence**

Councillor Kassim was on leave previously granted at Council meeting on 27 August 2025.

### **Attendance Via Audio-Visual Link**

#### **Committee Recommendation**

Moved by Councillors Curry and Poulos

That Councillor Strong attendance at tonight's meeting via audio-visual link be granted.

## **3 Disclosures of Interest**

There were no disclosures of interest.

## **4 Minutes of Previous Meetings**



#### **4.1 Minutes of the City Planning & Environment Committee Meeting - 3 September 2025**

##### **Committee Recommendation**

Moved by Councillors Barlow and Morrissey

That the Minutes of the City Planning & Environment Committee meeting held on 3 September 2025 be noted.

##### **4.2 Business Arising**

**NOTE:** The Committee notes that the Minutes of the City Planning & Environment Committee of Wednesday 3 September 2025 were received and the recommendations therein were adopted by the Council at its meeting of Wednesday 24 September 2025, with exception of the following:

##### **12.1 CPE25.026 Post Exhibition Report - Planning Proposal - 204 Rocky Point Road, Kogarah**

##### **RESOLUTION**

Minute No. 2025/242

Resolved on the motion of Councillors Bezic and Curry

That the matter be deferred back to the City Planning and Environment Committee meeting for a more comprehensive report relating to the site Masterplanning Statement area and a more comprehensive report particularly around options, precedences and risks with rezoning from industrial to residential.

## **5 Items by Exception**

There were no Items by Exception.

## **6 Public Forum**

There were no speakers for Public Forum.

## 7 Reports

### CPE25.030 Proposed Amendments to the Bayside Development Control Plan 2022

Note: A presentation was given by David Smith, Manager Strategic Planning and Josh Ford, Coordinator Planning Policy.

#### **Committee Recommendation**

Moved by Councillors Morrissey and Barlow

- 1 That, pursuant to Clause 13 of the *Environmental Planning and Assessment Regulation 2021* (EP&A Regulation), the draft amendment to the *Bayside Development Control Plan 2022* be placed on public exhibition for a period of 28 days.
- 2 That a further report be presented to Council following the public exhibition period, detailing the outcomes of community consultation, and responding to any submissions received.
- 3 To combine the exhibition of the Daceyville components of the Development Control Plan (DCP) with the Astrolabe masterplan for community consultation.

### CPE25.031 Post Exhibition Report - Draft Affordable Rental Housing Strategy

Note: A presentation was given by David Smith, Manager Strategic Planning.

#### **Committee Recommendation**

Moved by Councillors Curry and Bredehoeft

- 1 That Council notes the submissions received during the exhibition of the Draft Affordable Rental Housing Strategy.
- 2 That Council adopts the draft Bayside Affordable Rental Housing Strategy (**Attachment 1**), with the following amendments:
  - 2.1 Action 2.1.1 be amended to, "Identify well located walk-up apartment buildings with affordable units available to purchase at market value".
  - 2.2 Amend Objective 3.1 of the Strategy to add new Action 3.1.3 "Advocate to the NSW State Government for the renewal of areas with a high concentration of Social Housing in Bayside".
  - 2.3 Amend Section 1.2 of the Draft Scheme to include example eligible tenant profiles to provide further explanation.
  - 2.4 Amend Objective 1.1 of the Draft Scheme to add a new Action 1.1.5 "Council investigate an amendment to the Bayside DCP 2021 to specify the quality of build required for in-kind affordable housing contributions"

- 3 That all persons and organisations from whom submissions were made be advised of Council's decision.
- 4 That the Affordable Rental Housing Strategy be reviewed at 12 months after the Local Environmental Plan (LEP) amendment has been made.

**CPE25.032 Electric Vehicle Charging Unit Infrastructure Policy -  
Advertising Enabled EV Chargers**

Note: A presentation was given by Hong Nguyen, Manager Environment and Resilience

**Committee Recommendation**

Moved by Councillors Bredehoeft and Barlow

- 1 That the Electric Vehicle Charging Infrastructure (EVCI) Policy 2024 to be retained in its current form.
- 2 That Council continue with current and any other available opportunities to have EV chargers installed as part of pilot, trial and grant funded programs.
- 3 That an additional report on available charging technology be presented to Council to consider what minimum standards should apply for EV chargers in Bayside.

The next meeting will be held in the Committee Room, Botany Town Hall at 6:30pm on Wednesday, 5 November 2025.

The Chairperson closed the meeting at 7:37pm.

**Attachments**

Nil

## **Council Meeting**

**22/10/2025**

Item No	12.2
Subject	<b>Minutes of the City Works &amp; Assets Committee Meeting - 1 October 2025</b>
Report by	Richard Sheridan, Director City Performance
File	SF24/8039

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## **Officer Recommendation**

That the Minutes of the City Works & Assets Committee meeting held on 1 October 2025 be received and the recommendations therein be adopted.

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## **Summary of Substantial Recommendations**

The minutes of this Committee contain substantial recommendations which either have a major financial impact and/or a major policy impact:

### **\*CWA25.047      Mascot Depot Adaptive Re-use, L'Estrange Park**

Please note other Committee recommendations listed below may also have financial and/or policy impacts and readers are encouraged to review the Committee Minutes in their entirety.

---

## **Present**

Councillor Scott Morrissey, Acting Chairperson  
Councillor Liz Barlow, Deputy Chairperson  
Councillor Peter Strong (via Audio-Visual link)  
Councillor Vicki Poulos  
Councillor Christina Curry  
Councillor Janin Bredehoeft (alternate Committee member)

## **Also present**

Peter Barber, Acting General Manager  
Louise Farrell, Acting Director City Futures  
David Smith, Manager Strategic Planning  
Helen Tola, Manager Governance & Risk (Via Audio-Visual Link)  
Bobbi Mayne, Manager Libraries and Lifestyle  
Guy Hancock, Acting Director City Presentation  
Mariam Fares, Acting Manager City Projects  
Darren O'Connell, Lead Governance  
Linda Hackett, Governance Officer  
Damien Carson, IT Service Management Officer

Note: In the absence of the Chairperson for this meeting, the Committee members resolved to elect a substitute Chairperson as the first item of business at the commencement of the meeting.

### **ABSENCE OF CHAIRPERSON**

#### **Committee Recommendation**

Moved by Councillors Barlow and Curry

That Councillor Morrissey be nominated as Chairperson for this meeting.

### **ATTENDANCE OF ALTERNATIVE COMMITTEE MEMBER**

#### **Committee Recommendation**

Moved by Councillors Morrissey and Curry

That the attendance of Councillor Bredehoeft as an alternate Committee Member at tonight's meeting be granted in order to achieve a quorum.

The Acting Chairperson opened the meeting in the Committee Room, Botany Town Hall at 7:40pm.

## **1 Acknowledgement of Country**

The Chairperson affirmed that Bayside Council acknowledges the Bidjigal Clan, the traditional owners of the land on which we meet and work and acknowledges the Gadigal people of the Eora Nation. Bayside Council pays respects to Elders past and present.

## **2 Apologies, Leave of Absence & Attendance Via Audio-Visual Link**

### **Apologies**

#### **Committee Recommendation**

Moved by Councillors Barlow and Curry

That the apology from Councillor Douglas be received and leave of absence granted.

### **Leave of Absence**

Councillor Kassim was on leave previously granted at Council meeting on 27 August 2025.

### **Attendance Via Audio-Visual Link**

#### **Committee Recommendation**

Moved by Councillors Barlow and Curry

That Councillor Strong's attendance at tonight's meeting via audio-visual link be granted.

### **3 Disclosures of Interest**

There were no disclosures of interest.

### **4 Minutes of Previous Meetings**

#### **4.1 Minutes of the City Works & Assets Committee Meeting - 3 September 2025**

#### **Committee Recommendation**

Moved by Councillors Barlow and Morrissey

That the Minutes of the City Works & Assets Committee meeting held on 3 September 2025 be noted.

#### **4.2 Business Arising**

**Note:** The Committee notes that the Minutes of the City Works & Assets Committee of Wednesday 3 September 2025 were received and the recommendations therein were adopted by the Council at its meeting of Wednesday 24 September 2025, with the exception of the following:

#### **CWA25.032 Response to Notice of Motion - Major General William Holmes Memorial - Revised Design options and costings**

#### **RESOLUTION**

Minute No. 2025/244

Resolved on the motion of Councillors Douglas and Bredehoeft

- 1 That the response to Notice of Motion – Major General William Holmes Memorial – Revised Design options and costings be received and noted.
- 2 That prior to considering Major General William Holmes Memorial – Revised Design options and costing, that a site visit to be arranged..

## **5 Items by Exception**

There were no Items by Exception.

## **6 Public Forum**

There were no speakers for Public Forum.

## **7 Reports**

### **[CWA25.040 Historical Decisions Relating to Dog Off Leash Areas.](#)**

Note: A presentation was given by Bobbi Mayne, Manager Libraries and Lifestyle.

#### **Committee Recommendation**

Moved by Councillors Curry and Barlow

- 1 That Council receive and note the Historical Decisions Relating to Dog Off Leash Areas report.
- 2 That Council publish a summary of this data on its website and newsletter.

### **[CWA25.041 Outcome of Hughes Avenue Reserve Dog Off Leash Trial](#)**

Note: A presentation was given by Bobbi Mayne, Manager Libraries and Lifestyle.

#### **Committee Recommendation**

Moved by Councillors Curry and Morrissey

- 1 That Council notes the outcome of the unfenced dog off-leash trial at Hughes Avenue Reserve.
- 2 That Council retain the Hughes Avenue Reserve dog off-leash area as an interim arrangement until the permanent dog off-leash area at Linear Park is established, after which the status of Hughes Avenue Reserve will be reviewed.

**CWA25.042 Accelerate the Upgrade of Victory Reserve, Cross Street,  
Kogarah - Dog Park Options**

Note: A presentation was given by Mariam Fares, Acting Manager City Projects.

**Committee Recommendation**

Moved by Councillors Bredehoeft and Barlow

- 1 That the Report on Options for a Dog Park at Victory Reserve be received and noted.
- 2 That Council select Options 3 (as shown in the Officer's presentation) for a dog park at Victory Reserve, and undertake community consultation on the preferred dog park concept including playground fencing and the play space renewal, to determine community preference.
- 3 That the playground renewal proceed at the location determined through consultation, and that should the feedback indicate support for a dog park, this component be staged as a separate project, subject to funding availability through future developer contributions.

**CWA25.043 Firmstone Reserve Dog Park Refurbishments - Report on the  
outcomes of additional community engagement**

Note: A presentation was given by Mariam Fares, Acting Manager City Projects.

**Committee Recommendation**

Moved by Councillors Curry and Barlow

- 1 That the attachment 1 to this report be withheld from the press and public as it is confidential for the following reason:  
  
With reference to Section 10(A) (2) (a) of the Local Government Act 1993, the attachment relates to personnel matters concerning particular individuals (other than Councillors).
- 2 That the Firmstone Reserve Engagement Outcomes report be received and noted.
- 3 That considering the community response, Council removes the dog park and revert the park to passive recreational usage only.



**CWA25.044 Mascot Oval - Inclusion of a netball practice area**

Note: A presentation was given by Mariam Fares, Acting Manager City Projects.

**Committee Recommendation**

Moved by Councillors Morrissey and Bredehoeft

That the report on the concept of a netball court at Mascot Oval be received and noted.

**CWA25.045 Post exhibition report - Proposed 3-point Basketball Court at Arncliffe Park**

Note: A presentation was given by David Smith, Manager Strategic Planning.

**Committee Recommendation**

Moved by Councillors Bredehoeft and Barlow

- 1 That Council notes the results of the community engagement on the proposed 3-point basketball court at Arncliffe Park and the design response to the feedback received.
- 2 That Council adopts the exhibited design with the addition of a fence to manage potential conflicts between the playground and the proposed 3-point basketball court.
- 3 That Council continues to lobby the NSW Government to make available the open space in Burrows Street, so that a full basketball court can be considered for that location.
- 4 That participants are advised of Council's decision.
- 5 That Council considers funding this project when preparing the 2026-27 budget.

**CWA25.046 Gilchrist Park - Review of Recreation Options**

Note: A presentation was given by David Smith, Manager Strategic Planning.

**Committee Recommendation**

Moved by Councillors Barlow and Poulos

- 1 That Council endorses Option 5 as the preferred option for public exhibition, comprising a half size court with 2 netball posts, including a junior and senior hoop, an enclosed single lane cricket net with associated paths, upgrade to rebound wall and seating.

- 2 That the drawings for public exhibition include concept designs for table tennis tables, a walking track and exercise equipment.

**CWA25.047 Mascot Depot Adaptive Re-use, L'Estrange Park**

Note: A presentation was given by Louise Farrell, Acting Director City Futures.

**Committee Recommendation**

Moved by Councillors Curry and Morrissey

That the proposal for the adaptive re-use of the former Mascot Depot at 130 King Street adjacent L'Estrange Park for a recreation facility (Option 4 with air conditioning and sprinklers and a timber floor) is publicly exhibited and reported back to Council following exhibition detailing any submissions received.

**CWA25.048 Update - Draft Astrolabe Park Masterplan**

Note: A presentation was given by Louise Farrell, Acting Director City Futures.

**Committee Recommendation**

Moved by Councillors Curry and Bredehoeft

That the Draft Astrolabe Park Masterplan be publicly exhibited and a further report be considered by Council following the public exhibition process detailing any submissions received.

The next meeting will be held in the Committee Room, Botany Town Hall at on Wednesday 5 November 2025.

The Chairperson closed the meeting at 8:49pm.

**Attachments**

Nil

## Council Meeting

22/10/2025

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Item No	12.3
Subject	<b>Minutes of the City Services Committee Meeting - 8 October 2025</b>
Report by	Richard Sheridan, Director City Performance
File	SF24/8039

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## Officer Recommendation

That the Minutes of the City Services Committee meeting held on 8 October 2025 be received and the recommendations therein be adopted.

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## Summary of Substantial Recommendations

The minutes of this Committee contain substantial recommendations which either have a major financial impact and/or a major policy impact:

### **\*CS25.033 2025 - 26 Community Grants Program**

Please note other Committee recommendations listed below may also have financial and/or policy impacts and readers are encouraged to review the Committee Minutes in their entirety.

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## Present

Councillor Edward McDougall, Mayor  
Councillor Joe Awada, Chairperson  
Councillor Peter Strong  
Councillor Janin Bredehoeft  
Councillor Vicki Poulos  
Councillor Christina Curry

## Also present

Councillor Michael Nagi  
Councillor Heidi Lee Douglas (Deputy Mayor)  
Councillor Liz Barlow  
Peter Barber, Acting General Manager  
Debra Dawson, Director City Life  
Louise Farrell, Acting Director City Futures  
Rani Param, Manager Community Life  
Helen Tola, Manager Governance & Risk  
Linda Hackett, Governance Officer  
Darren O'Connell, Acting Lead Governance  
Wolfgang Gill, IT Service Management Officer

The Chairperson opened the meeting in the Committee Room, Botany Town Hall at 6:31pm.

## **1 Acknowledgement of Country**

The Chairperson affirmed that Bayside Council acknowledges the Bidjigal Clan, the traditional owners of the land on which we meet and work and acknowledges the Gadigal people of the Eora Nation. Bayside Council pays respects to Elders past and present.

## **2 Apologies, Leave of Absence & Attendance Via Audio-Visual Link**

### **Apologies**

There were no apologies received.

### **Leave of Absence**

Councillor Kassim was on leave previously granted at Council meeting on 27 August 2025.

### **Attendance Via Audio-Visual Link**

There were no Committee members in attendance via audio-visual link.

## **3 Disclosures of Interest**

There were no disclosures of interest.

## **4 Minutes of Previous Meetings**

### **[4.1 Minutes of the City Services Committee Meeting - 10 September 2025](#)**

#### **Committee Recommendation**

Moved by Councillors Strong and McDougall

That the Minutes of the City Services Committee meeting held on 10 September 2025 be noted.

#### **4.2 Business Arising**

**Note:** The Committee notes that the Minutes of the City Services Committee of Wednesday 10 September 2025 were received and the recommendations therein were adopted by the Council at its meeting of Wednesday 24 September 2025 with the exception of the following:

#### **12.3 CS25.025      Response to Notice of Motion - Gardiner Park Lighting**

##### **RESOLUTION**

Minute No. 2025/001

Resolved on the motion of Councillors Nagi and Bredehoeft

- 1     That the Response to Notice of Motion - Gardiner Park Lighting report be received and noted.
- 2     That a report be prepared to the next City Services Committee providing a comparison of all soccer facilities lighting across Bayside LGA, including those yet to be provided with lighting, those that have requested lighting (not delivered) and what budget is required to progress this work and details of any shortfalls in budget to meet the needs..

#### **5 Items by Exception**

There were no Items by Exception.

#### **6 Public Forum**

There were no speakers for Public Forum.

#### **7 Reports**

##### **CS25.033    2025 - 26 Community Grants Program**

**Note:** A verbal update was given by Debra Dawson, Director City Life.

##### **Committee Recommendation**

Moved by Councillors McDougall and Bredehoeft

That Council approves the distribution of the recommended Seeding and Small Grants to the value of \$66,704, as outlined in this report.

**CS25.034 Supplementary Report - Gardiner Park Lighting/Sports Lighting**

**Note:** A presentation was given by Louise Farrell, Acting Director City Futures.

**Committee Recommendation**

Moved by Councillors Curry and Awada

- 1 That Council notes the information provided and is considered when voting on the Response to Notice of Motion – Gardiner Park Lighting.
- 2 That Council notes that Gardiner Park is included in the future Capital Projects Program (CPP) for renewal of light fixtures before 2030, in line with the Australian Federal Government's Greenhouse and Energy Minimum Standards Act and the phase-out of inefficient lighting fixtures.
- 3 That Council supports standardisation of lighting lux levels, set at 50 lux for training purposes and 100 lux for match practice and club-level competition, managed through Council's booking system, via the *Cloudmaster* operating system. The standard for natural turf fields will be 50 lux, and 100 lux for all weather fields where the impacts can be satisfactorily addressed.

The next meeting will be held in the Committee Room, Botany Town Hall at 6:30pm on Wednesday, 12 November 2025.

The Chairperson closed the meeting at 6:56pm.

**Attachments**

Nil

## **Council Meeting**

**22/10/2025**

Item No	12.4
Subject	<b>Minutes of the City Performance Committee Meeting - 8 October 2025</b>
Report by	Richard Sheridan, Director City Performance
File	SF24/8039

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## **Officer Recommendation**

That the Minutes of the City Performance Committee meeting held on 8 October 2025 be received and the recommendations therein be adopted.

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## **Summary of Substantial Recommendations**

There were no Substantial Policy or Financial Recommendations identified.

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## **Present**

Councillor Edward McDougall, The Mayor  
Councillor Heidi Lee Douglas, The Deputy Mayor, (Elected Chairperson)  
Councillor Fiona Douskou, Deputy Chairperson (via audio-visual link)  
Councillor Christina Curry (Additional Committee Member)  
Councillor Janin Bredehoeft  
Councillor Chris Saravinovski

## **Also present**

Peter Barber, Acting General Manager  
Richard Sheridan, Director City Performance  
Lorraine Olmedo, Manager Communications and Engagement  
Sally Fernandez, Manager Customer Experience  
Joanne Butler, Corporate Planner  
Helen Tola, Manager Governance & Risk  
Darren O'Connell, Acting Lead Governance  
Linda Hackett, Governance Officer  
Wolfgang Gill, IT Service Management Officer

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The Mayor opened the meeting in the Committee Room, Botany Town Hall at 7:30pm.

**Note:** In the absence of the Chairperson and Deputy Chairperson for this meeting, the Committee members resolved to elect a substitute Chairperson as the first item of business at the commencement of the meeting.

## ABSENCE OF CHAIRPERSON AND DEPUTY CHAIRPERSON

### **Committee Recommendation**

Moved by Councillors McDougall and Bredehoeft

That Councillor Douglas be nominated as Chairperson for this meeting.

**Note:** Councillor Douglas was elected unopposed as Chairperson.

## ATTENDANCE OF ADDITIONAL COMMITTEE MEMBER

### **Committee Recommendation**

Moved by Councillors McDougall and Bredehoeft

That the attendance of Councillor Curry as an alternate Committee Member at tonight's meeting be granted in order to achieve a quorum.

## **1 Acknowledgement of Country**

The Chairperson affirmed that Bayside Council acknowledges the Bidjigal Clan, the traditional owners of the land on which we meet and work and acknowledges the Gadigal people of the Eora Nation. Bayside Council pays respects to Elders past and present.

## **2 Apologies, Leave of Absence & Attendance Via Audio-Visual Link**

### **Apologies**

#### **Committee Recommendation**

Moved by Councillors Douglas and Bredehoeft

That the apology from Councillor Boutelet be received and leave of absence granted.

### **Leave of Absence**

Councillor Kassim had previously requested leave of absence which was approved at the Council Meeting on Wednesday 27 August 2025.

### **Attendance Via Audio-Visual Link**

#### **Committee Recommendation**

Moved by Councillors McDougall and Bredehoeft

That Councillor Douskou attendance at tonight's meeting via audio-visual link be granted.



### **3 Disclosures of Interest**

There were no disclosures of interest.

### **4 Minutes of Previous Meetings**

#### **4.1 Minutes of the City Performance Committee Meeting - 10 September 2025**

##### **Committee Recommendation**

Moved by Councillors McDougall and Bredehoeft

That the Minutes of the City Performance Committee meeting held on 10 September 2025 be noted.

#### **4.2 Business Arising**

The Committee notes that the Minutes of the City Performance Committee of Wednesday 10 September 2025 were received and the recommendations therein were adopted by the Council at its meeting of Wednesday 24 September 2025.

### **5 Items by Exception**

There were no Items by Exception.

### **6 Public Forum**

There were no speakers for Public Forum.

### **7 Reports**

#### **CP25.043 Response to Notice of Motion - Council-wide App**

**Note:** A presentation was given by Lorraine Olmedo, Manager Communications and Engagement

##### **Committee Recommendation**

Moved by Councillors Bredehoeft and Douskou

1 That the report be received and noted.

- 2 That Council endorse in principle the proposed approach, and that a detailed scoping and feasibility study be undertaken for the development of a centralised Council Services Hub.

#### **CP25.044 Response to Notice of Motion - Customer Service**

**Note:** A presentation was given by Sally Fernandez, Manager Customer Experience, and Lorraine Olmedo, Manager Communications and Engagement.

#### **Committee Recommendation**

Moved by Councillors Douskou and McDougall

- 1 That Council notes update to Customer Experience Strategy Stage 1 and actions for Stage 2.
- 2 That Council that a report on the progress of Stage 2 and feasibility of a chatbot be completed within 12 months.

#### **CP25.045 Draft Information Management Policy**

**Note:** A presentation was given by Sally Fernandez, Manager Customer Experience.

#### **Committee Recommendation**

Moved by Councillors Bredehoeft and Douskou

- 1 That Council receives and notes the Draft Information Management Policy and endorses a public exhibition period of 28 days.
- 2 That Council authorises the General Manager to approve any minor editorial changes prior to public exhibition.
- 3 That Council notes a further report will be presented to the City Performance Committee following the public exhibition period, detailing any submissions received.

#### **CP25.046 Draft 2024-25 Operational Plan End of Year Progress Report**

**Note:** A presentation was given by Joanne Butler, Corporate Planner

#### **Committee Recommendation**

Moved by Councillors McDougall and Bredehoeft

That Council endorses the Draft 2024-25 Operational Plan End of Year Progress Report.

**CP25.047 Response to Notice of Motion - Sister City - Gilgandra**

**Committee Recommendation**

Moved by Councillors McDougall and Bredehoeft

- 1 That the Response to Notice of Motion - Sister City - Gilgandra report is received and noted.
- 2 That Council end the Friendly City Agreement with Bayside NSW as there is mutual agreement from both parties.

**8 Reports to Council**

Nil

The next meeting will be held in the Committee Room, Botany Town Hall, on Wednesday, 12 November 2025.

The Chairperson closed the meeting at 8:37pm.

**Attachments**

Nil

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## Council Meeting

**22/10/2025**

Item No	12.5
Subject	<b>Minutes of the Bayside Traffic Committee Meeting - 8 October 2025</b>
Report by	Peter Barber, Director City Futures
File	SF24/8039

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## Officer Recommendation

That the Minutes of the Bayside Traffic Committee meeting held on 8 October 2025 be received and the recommendations therein be adopted.

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## Summary of Substantial Recommendations

There were no Substantial Recommendations identified. Substantial Recommendations are those which have a major Financial and/or Policy implications.

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## Present

Councillor Liz Barlow (Convenor)  
Les Crompton, representing State Member for Kogarah  
Samantha Ortado, representing State Members for Rockdale and Heffron  
Andy Gaudiosi, representing Transport for NSW (TfNSW)  
Senior Constable Steven Steven, representing South Sydney Police Area Command

## Also present

Sam Lindsay, Coordinator Traffic & Road Safety, Bayside Council  
Jason Huang, Senior Traffic & Road Safety Engineer, Bayside Council  
Romel Ayoub, Traffic Engineer, Bayside Council  
Robert Kozarovski, Coordinator, Program Certification, Compliance & Community Safety, Bayside Council  
Leanne McCrystal, Community Safety Officer, Bayside Council  
Shobna Maharaj, Traffic Committee Administrative Officer, Bayside Council

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## 1 Acknowledgment of Country

The Chairperson opened the meeting in the Rockdale Town Hall Pindari Room, Level 1, 448 Princess Highway, Rockdale at 9.15 am and affirmed that Bayside Council acknowledges the Bidjigal Clan, the traditional owners of the land on which we meet and work and acknowledges the Gadigal people of the Eora Nation. Bayside Council pays respects to Elders past and present.

## 2 Apologies

The following apologies were received:

Councillor Soraya Kassim  
Adam Neale, Sergeant, St George Police Area Command  
Louise Farrell, Acting Director City Futures, Bayside Council  
Phoebe Mikhie, Manager Compliance & Community Safety, Bayside Council  
Paul Adams, Coordinator Parking & Safety, Bayside Council

### **3 Disclosures of Interest**

There were no disclosures of interest.

### **4 Minutes of Previous Meetings**

#### **[4.1 Minutes of the Bayside Traffic Committee Meeting - 10 September 2025](#)**

##### **Committee Recommendation**

That the Minutes of the Bayside Traffic Committee meeting held on 10 September 2025 be confirmed as a true record of proceedings.

#### **4.2 Business Arising**

The Committee notes that the Minutes of the Bayside Traffic Committee of Wednesday 10 September 2025 were received and the recommendations therein were adopted by the Council at its meeting of 24 September 2025.

### **5 Reports**

#### **[BTC25.168 Bayside Local Transport Forum - Terms of Reference](#)**

##### **Committee Recommendation**

That the Bayside Local Transport Forum Terms of Reference be adopted, replacing the previously adopted Bayside Traffic Committee Terms of Reference.

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**BTC25.169 Bay Street, Brighton Le Sands - Summer Weeknight Closure**

**Committee Recommendation**

That the proposed installation of 'No Right Turn, 8:00 pm – 5:00 am, Fri, Sat, and Sun' restrictions for the summer weekend nights Sunday, 5 October 2025 and Sunday, 5 April 2026. to prevent the right turn movement from Bay Street into The Grand Parade, Brighton Le Sands by Transport for New South Wales be acknowledged and supported.

**BTC25.170 Bonanza Lane, Sans Souci - Proposed 'No Parking' zone**

**Committee Recommendation**

That a 'No Parking' zone be installed on both sides of Bonanza Lane from Napoleon Street to Jameson Lane, Sans Souci as per attached drawings.

**BTC25.171 Caroline Street, Kingsgrove - Proposed Changes to 'No Parking' zone**

**Committee Recommendation**

That the existing 'No Parking, 8:00 am - 9:30 am, 3:00 pm - 4:00 pm, School Days' be replaced with 'No Parking, 8:00 am - 9:30 am, 2:30 pm - 4:00 pm, School Days' on the western side of Caroline Street, Kingsgrove adjacent to Our Lady of Fatima Primary School as per attached plan.

**BTC25.172 Chuter Avenue, Sans Souci – Proposed changes to parking restrictions**

**Committee Recommendation**

That approval be given to the proposed conversion of the existing '90 Angle Parking, Front to Kerb' restriction to '90-degree Angle Parking' only on Chuter Avenue, Sans Souci as per the attached drawing.

**BTC25.173 Ethel Street, Carlton - Bus Stop and Pick Up/Drop Off Changes**

**Committee Recommendation**

- 1 That the existing 'Bus Zone, 2.15pm – 3.30pm, School Days on the northern side of Ethel Street, Carlton, be removed.

- 2 That a 37m 'Bus Zone, 2.15pm – 3.30pm, School Days, 11.45am – 2.15pm, Wednesday of School Days' be installed on the northern side of Ethel Street, Carlton as shown in the attached plan.
- 3 That a 95m 'Bus Zone, 2.15pm – 3.30pm, School Days, 11.45am – 2.15pm, Wednesday of School Days' be installed on the northern side of Ethel Street, Carlton as shown in the attached plan.
- 4 That a 37m 'P15minute, 8.30am – 9.30am, 3pm – 4.30pm, School Days' zone be installed on the northern side of Ethel Street, Carlton as show in the attached plan.

**BTC25.174 Hanna Street, Rear of 1356-1362 Botany Road, Botany - Proposed 'No Parking' zone**

**Committee Recommendation**

That a 'No Parking' zone be installed on Hanna Street, rear of 1356-1362 Botany Road, Botany, as per the attached plan.

**BTC25.175 Mascot Library - Proposed 15m Works Zone for 6 Weeks**

**Committee Recommendation**

- 1 That approval be given for the installation of a 15m 'Works Zone 7:00 am – 6:00 pm Monday – Friday and 8:00 am – 5:00 pm Saturday' of five car spaces directly in front of Mascot Library, for a duration of 6 weeks from start of construction works.
- 2 That City Projects will notify the adjacent properties of the approved works zone and scheduled renewal works to Mascot Library.

**BTC25.176 Queen Victoria Street, Kogarah - Proposed '1/4P' Zone**

**Committee Recommendation**

That the existing '2P, 8.30 am – 6 pm, Mon-Fri, 8.30 am – 12.30 pm, Sat, Permit Holders Excepted, Area KGR' parking spaces to a '1/4P, 8:30 am – 6:00 pm, Mon – Fri; 8:30 am – 12:30 pm, Sat' zone in Queen Victoria Street, Kogarah as per the attached plan.

### **BTC25.177 Railway Street, Rockdale - Proposed Pedestrian Refuge and Footpath Construction**

#### **Committee Recommendation**

- 1 That a pedestrian refuge and kerb build-out at the roundabout at the intersection of Railway Street and Oakura Street be constructed.
- 2 That a new footpath be constructed on the eastern side of Railway Street, Rockdale as per the attached plan.

### **BTC25.178 General Business**

#### **The following matters were raised by the Chair:**

1. Intersection of Moate Ave & Bay Street, Brighton Le Sands – Signalised Intersection - TfNSW to review phasing as pedestrians tend to continue crossing on red which allows only a few cars to turn right into Bay Street from Moate Avenue.
2. Bexley Community Centre Car Park – Buses take up most of the parking space. Noted by Council officers.
3. 176 Queen Victoria Street – Parking on the concreted area. Council Officers advised that it was illegal to park on the concreted area which forms part of the nature strip.
4. Greek Festival – Council Officers to follow up with Events team re progress to ensure the Applicant is made aware of the timelines for the event.

#### **The following matters were raised by the Representative for Kogarah:**

Carpark at the cnr of Forest Road & Stoney Creek Road – Unregistered vehicles continue to park in the car park ie a silver Saab, Commodore wagon and trucks. Enforcement team to action.

#### **The following matters were raised by the Representative for State Members for Rockdale & Heffron:**

1. Lachal Ave, Kogarah – It has been reported that vehicles are parking on both sides of the road. Council Officers advised that Lachal Ave is sign posted as 'No Parking' on one side only. Enforcement team to carry out review and action.
2. Rockdale Park, Bryant Street – Parking concerns – Enforcement team advised that this area is on constant patrol.
3. 433 Princes Highway, Rockdale – Parking concerns about delivery vehicles blocking driveway to adjoining property and a missing 'No Parking' sign. Enforcement team to patrol driveway obstruction and Traffic & Road Safety Team to liaise with TfNSW regarding any missing signs.



**The following matters were raised by the Enforcement Team:**

1. Council Car Park at cnr of Forest Road & Stoney Creek Road – Due to confusion of mixed parking signs in the car park consisting of 1/2P, 3P and unrestricted, it was suggested to introduce pavement painting to clearly identify 1/2P parking restrictions. It was advised that signage has recently been updated to allow for enforcement to occur. Enforcement team to confirm if further changes are required.
2. Clareville Ave & McMillan Ave proposed kerb blisters – Council Officers advised that the proposed works will be delivered in the current financial year.

**Committee Recommendation**

That the matters raised in General Business be received, noted and action taken as necessary.

The Chairperson closed the meeting at 10.12am.

**Attachments**

Nil

## **Council Meeting**

**22/10/2025**

Item No	12.6
Subject	<b>Minutes of the Audit Risk &amp; Improvement Committee Meeting - 26 August 2025</b>
Report by	Meredith Wallace, General Manager
File	SF24/8039

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## **Officer Recommendation**

That the Minutes of the Audit Risk & Improvement Committee meeting held on 26 August 2025 be received and the recommendations therein be adopted.

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## **Summary of Substantial Recommendations**

The minutes of this Committee contain substantial recommendations which either have a major financial impact and/or a major policy impact:

### **\*ARIC25.043      ARIC Annual Workplans - FY25/26**

**Committee recommendation for this item not found in committee minutes**

### **\*ARIC25.058      Internal Audit - Compliance Review of Councillor Expenses & Facilities - FY24/25**

**Committee recommendation for this item not found in committee minutes**

### **\*ARIC25.061      Internal Audit Annual Work Program - 2025/2026**

**Committee recommendation for this item not found in committee minutes**

Please note other Committee recommendations listed below may also have financial and/or policy impacts and readers are encouraged to review the Committee Minutes in their entirety.

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## **Present**

Mark Sercombe, Chairperson, Independent External Member  
Sheridan Dudley, Independent External Member  
Robert Lagaida, Independent External Member

## Also present

Meredith Wallace, General Manager  
Richard Sheridan, Director City Performance  
Samantha Guthleben, (a) Manager Mayoral & Councillor Support  
Luke Phillips, Manager Finance  
Wendy Klopper, Manager Business Transformation  
Bianca Mitchell, Senior Business Improvement Analyst  
Helen Tola, Manager Governance & Risk  
Lorraine Olmedo, Manager Communications and Engagement  
Umayal Sivanandan, Principal Internal Auditor (via Teams)  
Farhan Rejab, Senior Internal Auditor  
Ege Dogan, Cadet Internal Auditor

Chris Harper, AONSW  
Quentin Wong, AONSW  
William Makdessi, InConsult

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The Chairperson opened the meeting in the Yarra Conference Room at 2.01 pm.

### 1 Acknowledgement of Country

The Chairperson affirmed that Bayside Council acknowledges the Bidjigal Clan, the traditional owners of the land on which we meet and work and acknowledges the Gadigal people of the Eora Nation. Bayside Council pays respects to Elders past and present.

### 2 Apologies, Leave of Absence & Attendance Via Audio-Visual Link

#### Apologies

An apology was received from Councillor Bredehoeft.  
An apology was received from Fausto Sut, Manager Mayoral & Councillor Support

#### Leave of Absence

There were no applications for Leave of Absence received.

#### Attendance Via Audio-Visual Link

There were no Committee members in attendance via audio-visual link.

### 3 Disclosures of Interest

There were no disclosures of interest.

## 4 Minutes of Previous Meetings

### 4.1 Minutes of the Audit Risk & Improvement Committee Meeting - 27 May 2025

#### **Committee Resolution**

That the Minutes of the Audit Risk & Improvement Committee meeting held on 27 May 2025 be confirmed as a true record of proceedings

#### **4.2 Business Arising**

The Committee requested that, for future agendas, that the Agenda item numbers be sequentially ordered to ensure ease of reading.

The Committee requested that, for Committee Resolutions that the wording be amended from “....Received and Noted” to “...Reviewed and Advice provided if necessary” for all future Committee Reports.

## 5 Reports

### ARIC25.041 General Manager's Update

The General Manager provided an update to the Committee on the following matters:

- Child Safety Measures currently in place at Bayside Council covering Recruitment and Selection, Supervision, Staff Training and Development, ban on use of personal mobile phones, Family Engagement and Staffing levels
- Impact on ticketless parking fines - the General Manager has requested quarterly reports; it was noted that due to the impacts on either operational or weather issues there was a slight reduction in revenue; two serious incidents reported; the Mayor has written to Minister Houssos requesting that an exemption be applied to fixed CCTV cameras in selected areas
- Noted that the (Parliament of NSW) Public Accountability and Works Committee has issued a notification on 11<sup>th</sup> August 2025 that there will be an enquiry into a number of matters relating to Council
- The General Manager stated that despite the exceptional wet weather there are no significant items to note
- The upgrade compensatory works (parks and recreational facilities) relating to M6 funding are on track to deliver by the end of the year

#### **Committee Resolution**

That the Committee notes the General Manager's Update.

### ARIC25.040 Report - ARIC Action Items

An observation:

- It was noted that Item 25.033 (dated 27/5/2025) “To commence with next verification audit report to meeting of 25 August 2026” should instead read “...June 2026”

### **Committee Resolution**

That the report be received and noted with minor amendments as discussed.

### **ACTION**

That the Report on Governance Framework (Governance (s428A(2)(e) frequency be changed from Annually to Every 3 Years.

### **ARIC25.043      ARIC Annual Workplans - FY25/26**

Some observations:

- The status of two items, these being - *Strategic Risk Register* and *Report on Strategic Risk Reviews and presentation on at least 1 Strategic Risk Category* - should be updated to reflect Green rather than Red/Under Review
- The section on External Audit should be shown with the reference to ARIC’s responsibilities under its Charter. The review of the closing report needs to be recategorised for inclusion in the October meeting as those Audit Office reports are not available until then

### **Committee Resolution**

That the report on the ARIC Annual Workplan 2025/26 – with amendments - and its status be received and noted.

### **ARIC25.048      High Risk Audit Actions - Status Report**

An observation:

- While considering the action item relating to commercial rental payments, the Chair noted the Australian cheques system is being wound down in several years & referred management to the Australian Competition and Consumer Commission for further information.

### **Committee Resolution**

That the report be received and noted.

### **ARIC25.053      External Audit: 2024-25 Interim Management Letter - Audit Office of NSW**

An observation:

- It is noted that IT user access and review matters comprise half of the issues raised and that Director City Performance will remind Council’s CIO in the context of preparation of Cyber Security Program Update scheduled for consideration by the ARIC at its October 2025 meeting.

### **Committee Resolution**

That the Bayside Council 2024-25 Interim Audit Management Letter be received and noted by the Audit Risk & Improvement Committee.

### **ACTION**

The Committee requested that the identified payroll matters (Issue 7) be investigated by internal audit to report back to the ARIC at its November 2025 meeting.

### **ARIC25.051                      Draft Financial Statements 2024-25**

### **Committee Resolution**

- 1     That the Audit Risk & Improvement Committee receives and notes the Council's draft financial statements for the year ended 30 June 2025.
- 2     That, as a result of the above resolution, Council may now provide the draft financial statements for the year ended 30 June 2025 to the Audit Office of NSW.
- 3     The Committee noted that the draft 2024-25 Special Schedules were not tabled in the Committee's Agenda papers. Management noted that only the Special Schedule for Permissible Income for General Rates is subject to audit by the Audit Office of NSW.

### **ACTION**

The Committee requested that Ratio graphs be reported, and that a covering explanatory page be included in the Agenda to the ARIC at its October 2025 meeting

### **ARIC25.052                      Quarterly Budget Review Statement (QBRs) - March 2025**

### **Committee Resolution**

That the report on the quarterly budget review for March 2025 be received and noted.

### **ARIC25.050                      Finance Update**

### **Committee Resolution**

That the Committee receives and notes the summary of the Statutory Financial Report – June 2025 that was presented and adopted by Council on 25 June 2025.

### **ARIC25.044                      Service Review Framework**

Some observations:

- In response to a question from the Committee regarding a potential disconnect between the Internal Audit team and the activities outlined in the Service

Review Framework, the General Manager stated that the connection is vital, agreeing that there is value in highlighting the proactive, rather than reactive triggers for activity

### **Committee Resolution**

That the Audit Risk & Improvement Committee notes the Service Review Framework.

### **ARIC25.049                      Business Improvement Update**

### **Committee Resolution**

That the Audit Risk & Improvement Committee notes the status of projects currently in progress.

### **ARIC25.039                      Governance Update**

Some observations:

- The Committee requested that information regarding the completion rates by staff in respect of compliance training be provided in future reports
- The Committee requested the update include summary information regarding legal matters as well as fraud and corruption issues identified, if any.

### **Committee Resolution**

That the Audit, Risk & Improvement Committee receives and notes the Governance update.

### **ACTION**

That future governance updates include:

- relevant Legal Matters
  - fraud and corruption matters identified &/or reported to external scrutiny or a statement that no fraud and corruption matters were identified since the last ARIC meeting
  - Summary reporting on staff completion of compliance training
- 

### **ARIC25.055                      Organisational Resilience Framework Update (including Revised Bayside Council Risk Management Policy)**

Some observations:

- The Committee stated that the ARIC would like to continue to receive Risk Management updates in the same way as Council's Executive Committee does
- In response to a query from the Chair, Director Richard Sheridan stated that Council will report on Actual rather than Inherent Risk

### **Committee Resolution**

That the Audit Risk and Improvement Committee:

1. Notes the progress made on the Risk Management Policy and the findings from the risk specialist's review.
2. Receives regular updates on the project's progress at future ARIC meetings.

**ARIC25.054                      Claims Management - Quarterly Report**

**Committee Resolution**

That the Claims Management – Quarterly Report is noted by the ARIC.

**ARIC25.059                      Internal Audit - Communications Framework - Review of Website [Phase 1]**

**Committee Resolution**

That internal audit report on the Communications Framework – Review of Website [Phase 1] be received and noted.

**ARIC25.060                      Internal Audit - DRIVES 24 Compliance Audit Certificate and Statement (2025)**

**Committee Resolution**

That the DRIVES 24 Compliance Audit Certificate and Statement (2025) completed for Transport for NSW be received and noted.

**ARIC25.058                      Internal Audit - Compliance Review of Councillor Expenses & Facilities - FY24/25**

**Committee Resolution**

That the report of the Compliance Review of Councillor Expenses & Facilities be received and noted.

**ARIC25.057                      Internal Audit Report - Tendering Compliance Audit - FY24/25**

Some observations:

- In response to a question from the Committee, Ege Dogan stated that the Tendering Compliance Audit focused mainly on the documentation and storage rather than the tendering process itself

**Committee Resolution**

That the Internal Audit Tendering Compliance Report be received and noted.

**ACTION**



That a timeline be included as part of the Audit scope moving forward

**ARIC25.061 Internal Audit Annual Work Program - 2025/2026**

**Committee Resolution**

That the Internal Audit Annual Work Program for 2025/2026 be endorsed.

**ARIC25.056 Internal Audit Plan FY24/25 - Status**

Some observations:

- It was noted that the Data Governance (online forms) now sits in the FY25/26 Internal Audit Plan
- The General Manager confirmed that the Data Governance (online forms) Report will be presented to the October 2025 ARIC meeting for their review and provision of advice as necessary.

**Committee Resolution**

That the status report on the FY 24/25 Internal Audit Plan be received and noted

**ARIC25.047 Internal Audit Annual Report 2024-2025**

**Committee Resolution**

That the Annual Report for Internal Audit for the FY 2024/2025 be received and noted.

**ARIC25.042 General Manager's Attestation - revised draft**

An observation:

- The Committee commented that some of the wording in the Attestation could be reduced (including the word "Compliant")

**Committee Resolution**

That the Committee review and endorse the General Manager's Attestation – revised draft.

**ACTION**

That where the section Independent member Not Required appears, that this be amended to reflect the fact that Jennifer Whitten was an Independent member until August 2024.

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**ARIC25.046**      **ARIC Annual Report 2024-25**

Some observations:

- Committee members noted that the Chair's comments on the draft have not yet been incorporated into the ARIC Annual Report but will be before presentation to Council

**Committee Resolution**

That the ARIC Annual Report for 2024/25 – subject to the amendments as discussed - be adopted and provided to Council

**6 General Business**

**6.1 In Camera Session**

The independent members held an in camera meeting with the Council's Legal Counsel prior to the ARIC meeting.

**6.2 ARIC Business Paper template**

Section 428A(2) items be retained however the remaining InfoCouncil standard items be removed for future Meetings

**7 Next Meeting**

That the next meeting be held in the Yarra Conference Room at 2.00 pm on Tuesday 14 October 2025.

An in camera meeting will be held with AONSW prior to the Committee Meeting at 1.45 pm.

The Chairperson closed the meeting at 4.52 pm.

**Attachments**

Nil

## 13 NOTICES OF MOTION

### Council Meeting

22/10/2025

Item No	13.1
Subject	<b>Notice of Motion - Review of Animal Desexing Services, Fees and Long-Term Solutions</b>
Submitted by	Councillor Heidi Lee Douglas
File	F25/1100

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### Summary

This Motion was submitted by Councillor Heidi Lee Douglas.

### Motion

1. That Council undertake a comparative review of Bayside Council's animal management fees and services, including:
  - Pound/impounding, release and daily holding charges;
  - Desexing subsidy/assistance programs (eligibility, uptake, budget, and outcomes);
  - Registration rebates/discounts linked to desexing; and
  - Kennel/boarding and other relevant fees charged or subsidised by Council.
2. That Council benchmark this review against neighbouring councils (e.g., Inner West, Georges River, Canterbury-Bankstown, City of Sydney, Randwick, Sutherland, and Burwood) and other comparable NSW metropolitan councils.
3. That Council reports back early in 2026 with:
  - Findings of the benchmarking (where Bayside is higher/lower and reasons why);
  - Options to improve desexing access and uptake (including costs, benefits, and funding sources);
  - Recommended long-term solutions and a phased implementation plan;
  - A proposed KPI framework (e.g., desexing uptake rates, stray intake, reclaims, euthanasia avoidance, complaint volumes); and
  - Reference to relevant state-level data and requirements, including:
    - Pound and Dog Attack Statistics – Office of Local Government NSW;
    - Roaming/Nuisance Cats Factsheet 2023; and
    - 2024 Regulation changes to NSW pet registration requirements.
4. That Council consider a budget-neutral pilot (12 months) that redirects a portion of impound/holding cost outlays towards prevention (desexing support), and report on cost–benefit outcomes.

## Background

### Supporting Statement by Councillors

- Desexing reduces unwanted litters and roaming behaviours, which in turn lowers Council costs for impounding, complaint response and rehoming.
- Shelter and pound intake pressures are rising across NSW, with cost-of-living factors contributing to higher surrenders and delayed desexing.
- Prevention is cheaper than cure: the cost of one desexing procedure is typically lower than the cumulative public cost of capture, impound, care, advertising, rehoming (or, in worst cases, euthanasia).
- NSW registration fees are lower for desexed animals, providing a built-in incentive that Council can amplify through education and assistance.
- Neighbouring-council benchmarking will identify practical policy levers (fee settings, subsidies, partnerships) that are working elsewhere and can be adapted locally.
- Incorporating state-level data (e.g. OLG pound and dog attack statistics) and recent regulatory changes will ensure recommendations align with current best practice and statutory obligations.

### Comment by General Manager:

This Notice of Motion is in order and can be dealt with.

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## Attachments

Nil

## Council Meeting

22/10/2025

Item No	13.2
Subject	<b>Notice of Motion - Support for the Mayoral and Councillor Taskforce Supporting People Seeking Asylum</b>
Submitted by	Councillor Heidi Lee Douglas
File	F22/290

## Summary

This Motion was submitted by Councillor Heidi Lee Douglas.

## Motion

- 1 That Council notes the purpose and achievements of the *Mayoral and Councillor Taskforce Supporting People Seeking Asylum*, which fosters national collaboration among local governments to support people seeking asylum and advocate for systemic reform.
- 2 That Council immediately writes to the Minister for Home Affairs, the Minister for Immigration Citizenship and Multicultural Affairs, and their respective Assistant Ministers, to:
  - a. Express Bayside Council's gratitude for their efforts to date in addressing the significant backlog in protection visa processing;
  - b. Affirm Bayside Council's support for the advocacy priorities of the *Mayoral and Councillor Taskforce Supporting People Seeking Asylum*, including:
    - i. Resolving the visa status of people impacted by the former "Fast Track" process;
    - ii. Ensuring all people seeking asylum have valid Bridging Visas with work rights and access to Medicare; and
    - iii. Expanding eligibility for the *Status Resolution Support Service (SRSS)* to prevent destitution and homelessness among vulnerable asylum seekers.
- 3 That Council requests that copies of this correspondence be sent to:
  - a. The *Chair of the Mayoral and Councillor Taskforce Supporting People Seeking Asylum* (City of Greater Dandenong); and
  - b. The *Refugee Council of Australia* as Taskforce Secretariat partner.
- 4 That Council requests that a report be brought to the appropriate Council committee outlining:
  - a. The purpose and structure of the *Mayoral and Councillor Taskforce Supporting People Seeking Asylum*;
  - b. The available membership options and associated costs, as set out in the Taskforce Terms of Reference;

- c. The implications and benefits of Council joining as an Executive Member Council (\$4,000 per annum excl. GST), General Member Council (\$1,000 per annum excl. GST), or Supporter Council (no annual fee); and
  - d. Officer recommendations on the most appropriate level of participation for Bayside Council.
- 5 That Council notes that following consideration by the appropriate committee, a recommendation will be brought back to Council for a final decision regarding Bayside's membership level in the Taskforce and which councillors may like to participate.

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## Background

### Supporting Statement by Councillors

Since 2018, the Mayoral and Councillor Taskforce Supporting People Seeking Asylum has united more than 40 local governments across Australia to advocate for equitable access to basic rights and support services for people seeking asylum. Chaired by the City of Greater Dandenong and endorsed by over 80 community organisations, the Taskforce represents a collaborative effort by councils to promote fairness, inclusion, and community cohesion.

Across Australia, nearly 8,000 people are waiting for their protection applications to be finalised — some for more than a decade — leaving individuals and families without access to essential services such as healthcare, education, accommodation and employment. This prolonged uncertainty creates deep social and economic vulnerability.

The Albanese Government has taken important steps to address long-standing visa backlogs and uncertainty within the protection system. Since 2022, more than 20,000 refugees on temporary visas have been granted permanent Resolution of Status (RoS) visas, delivering long-awaited stability for people who have lived and worked in Australia for over a decade. The processing of RoS applications continues, with around 1,000 applications on hand.

Government efforts to accelerate visa processing have also reduced the overall backlog across the Department of Home Affairs. At its peak, Australia's total visa backlog reached nearly one million applications, but by early 2025 this had been reduced to approximately 755,000 pending cases — a significant improvement reflecting the redeployment of staff and the prioritisation of complex humanitarian caseloads.

However, for others who arrived more than a decade ago to seek protection, uncertainty continues. Approximately 7,000 people affected by the former "Fast Track" process and 900 people formerly transferred offshore to Nauru or Papua New Guinea remain without a durable migration solution. These individuals are a finite and identifiable group, many of whom have deep roots in Australia, including families where some members are already citizens or permanent residents.

The Taskforce and its partners, including the Refugee Council of Australia, have called for a practical resolution to this situation that would benefit both affected individuals and the wider community. Their recommendations include:

1. Granting permanent visas to people previously held on Nauru or PNG who have no viable third country option;
2. Permitting parents whose children are now Australian citizens to remain with their families and receive permanent visas; and
3. Providing a pathway to permanency for people previously rejected under the Fast Track process, recognising changed country conditions and their long-term contribution to Australian society.

Case studies such as Mina, a single mother from Iran awaiting Ministerial Intervention after years of legal limbo, and Farid, an Afghan father separated from his family due to offshore processing, illustrate the human cost of prolonged uncertainty. Quietly resolving these cases would allow people to rebuild their lives and contribute fully to Australian communities.

At the same time, the Taskforce and Refugee Council highlight that over 120,000 people have sought refugee protection in Australia and await decisions. Around 5,000 people remain in acute hardship, excluded from the Status Resolution Support Service (SRSS) program. The SRSS budget has been reduced from \$300 million in 2015–16 to just \$16 million in 2023-24 - a cut of 95% - leaving only 1,057 people receiving assistance compared to 29,000 a decade ago.

The Albanese Government's reforms to improve processing efficiency and reinstate legal assistance for protection applicants are welcome and essential. Nevertheless, the reinstatement of basic SRSS support and access to valid Bridging Visas with work rights and Medicare are urgently needed to prevent homelessness, hunger and exploitation. In the City of Sydney alone, people seeking asylum make up an estimated 20% of those sleeping rough, reflecting the gravity of the issue.

Bayside Council is designated as a Refugee Welcome Zone and is among the top 10 NSW local government areas with the highest number of Bridging Visa holders. Participation in or support for the Taskforce aligns directly with Council's Community Strategic Plan theme "Connected and Inclusive Community" (Bayside 2032 Community Strategic Plan 2018–2032, p. 4), and demonstrates local leadership in promoting social cohesion, inclusion and humanitarian values.

**Comment by General Manager:**

This Notice of Motion is in order and can be dealt with.

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**Attachments**

Nil

## Council Meeting

22/10/2025

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Item No	13.3
Subject	<b>Notice of Motion - Investigation into Installation of Play Equipment at Light Horse Reserve, Eastlakes</b>
Submitted by	Councillor Christina Curry and Councillor Scott Morrissey
File	F08/669P02

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## Summary

This Motion was submitted by Councillor Christina Curry and Councillor Scott Morrissey.

## Motion

- 1 That Council receives a report on the status of negotiations with TfNSW to achieve long term tenure for Alf Kay Community Centre and the adjoining Light Horse Reserve Eastlakes.
  - 2 That Council, in addition to securing tenure, investigates the feasibility of upgrading the Light Horse Reserve, Eastlakes, noting:
    - It is the closest green space to Slattery Place, a large social housing complex;
    - Surrounded by high-density residential developments;
    - There is currently limited access to local amenities and facilities for families in the immediate area.
  - 3 That Council engages with the local community and relevant stakeholders to assess needs and potential improvements to the park.
  - 4 That a report is brought back to Council by April 2026 outlining:
    - Feedback from TfNSW and progress towards achieving secure tenure over Alf Kay Community Centre and the adjoining reserve
    - Community feedback on potential improvements to Light Horse Reserve, including upgraded lighting to enhance safety and amenity in the park.
- 

## Background

### Supporting Statement by Councillors Curry and Morrissey

The Alf Kay Centre and Light Horse Reserve are significant assets that act as a hub for the Eastlakes community. Maintaining and enhancing the community facility and valuable open space is important in an area that is experiencing progressively denser development.

This motion recommends that we begin the conversation with local residents about how to create a welcoming and safe recreational space.



**Comment by General Manager:**

This Notice of Motion is in order and can be dealt with.

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**Attachments**

Nil

## **Council Meeting**

**22/10/2025**

Item No	13.4
Subject	<b>Notice of Motion - Scarborough Park North Drainage/Irrigation and Field Upgrades</b>
Submitted by	Councillor Michael Nagi
File	F23/697

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## **Summary**

This Motion was submitted by Councillor Michael Nagi.

## **Motion**

- 1 That Council notes that grant funded works at Scarborough Park North will commence shortly and includes;
    - a) Upgrade and rectify natural drainage/irrigation on Mini field (near the club house)
    - b) Upgrade and rectify turf field works on the Mini Field (near club house);
    - c) Upgrade and rectify turf field works on Main Field; and
    - d) Replace existing seating allowing wheelchair access
  - 2 That Council considers further improvements to Scarborough Park North in the next Capital Works Budget to:
    - a) Upgrade and rectify turf field works on Rear Field (currently not suitable for use);
    - b) Install drainage/irrigation on Rear Field.
- 

## **Background**

### **Supporting Statement by Councillor Michael Nagi**

Over the course of the last 10 Years, the Scots FC Lions, custodians of the Scarborough North Amenities and Fields have been waiting in a prolonged fashion for upgrades to their fields.

This past season, due to poor drainage and irrigation, half the season's games scheduled for Scarborough Park North were cancelled.

Funding provided by the NSW Office of Sport will address a number of these issues on the Mini and Main fields. A further project to improve the Rear Field should be prioritised in next year's Capital works Program

**Comment by General Manager:**

This Notice of Motion is in order and can be dealt with.

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**Attachments**

Nil

## Council Meeting

22/10/2025

Item No	13.5
Subject	<b>Notice of Motion - Litter Signs at Depena Reserve</b>
Submitted by	Councillor Michael Nagi
File	F12/22

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## Summary

This Motion was submitted by Councillor Michael Nagi.

## Motion

1. That Council installs several 'No Litter' signs across Depena Reserve.
  2. That Council ensure that the signs installed state clearly:
    - No Littering and Fine Apply (BOLD AND BIG);
    - Warning; and
    - Please Depose of your rubbish in the bins provided.
- 

## Background

### Supporting Statement by Councillors

There have been complaints from residents and visitors to the park that there is lack of signage requesting users to utilize the rubbish bins.

While it's common knowledge to use the rubbish bins, some people unfortunately forget.

### Comment by General Manager:

This Notice of Motion is in order and can be dealt with.

Council currently uses signage on litter bins that is consistent with the NSW Government's (EPA) Don't be a Tosser campaign.

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## Attachments

- 1 [Council Meeting 22/10/2025 - Image 1](#)
- 2 [Council Meeting 22/10/2025 - Image 2](#)





## **Council Meeting**

**22/10/2025**

Item No	13.6
Subject	<b>Notice of Motion - Review of Council's Customer Relationship Management (CRM) System</b>
Submitted by	Councillor Scott Morrissey and Christina Curry
File	F15/414

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## **Summary**

This Motion was submitted by Councillor Scott Morrissey and Christina Curry.

## **Motion**

1. That Council receive a report on the current Customer Relationship Management (CRM) system, including an assessment of its functionality, performance, and suitability to meet Council's customer experience and service delivery expectations.
  2. That the report include:
    - a. An evaluation of how effectively the system supports staff in responding to customer requests and maintaining service standards.
    - b. Benchmarking against contemporary CRM systems used by comparable local government organisations.
    - c. Recommendations on whether system improvements, upgrades, or replacement are required to ensure a high-quality, responsive, and efficient customer experience.
  3. That the report be provided to Council within four months.
- 

## **Background**

### **Supporting Statement by Councillors**

Council's commitment to excellent customer service relies on efficient systems that enable timely, transparent, and consistent responses to community enquiries and requests. The Customer Relationship Management (CRM) system is a key tool for managing these interactions and maintaining accountability in service delivery.

Feedback from community members suggests that the current CRM may not fully meet operational and customer expectations, particularly in areas such as tracking requests, communication updates, and integration with other council systems.

Given the importance of customer experience in building community trust and satisfaction, it is appropriate to review whether the current CRM is fit for purpose and aligned with modern service delivery standards.

A strong and effective CRM system will:

- Improve response times and accuracy.
- Provide customers with clear and timely communication.
- Enable data-driven insights to enhance performance and accountability.
- Support staff efficiency and collaboration across departments.

This review will ensure Council's systems and processes are capable of meeting the high standards expected by our community

**Comment by General Manager:**

This Notice of Motion is in order and can be dealt with.

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**Attachments**

Nil



## Council Meeting

22/10/2025

Item No	13.7
Subject	<b>Notice of Motion - Fairy lights along Bourke Road along the train station / business facade</b>
Submitted by	Councillor Jerome Boutelet
File	SF21/3434

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## Summary

This Motion was submitted by Councillor Jerome Boutelet.

## Motion

- 1 That Council Officers investigate the feasibility of providing decorative lighting in the public areas around Mascot Train Station along Bourke Street to improve the aesthetics of the area, including the possibility of extending the lighting treatment delivered through the grant funded "Her Way" project in Laycock Walk.
  - 2 That the report be submitted to Council via the City Works and Assets Committee in the first quarter of 2026, and include options, indicative costs, and possible funding sources.
- 

## Background

### Supporting Statement by Councillor Boutelet

Council has received positive feedback about its decorative lighting projects across the LGA and the enhanced sense of safety and civic pride that results from improved lighting in public spaces.

Mascot Train Station is one of the busiest sites in Bayside and its aesthetic appeal would be greatly enhanced by extending the recently installed improvements in Laycock Walk.

### Comment by General Manager:

This Notice of Motion is in order and can be dealt with.

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## Attachments

Nil

## Council Meeting

22/10/2025

Item No	13.8
Subject	<b>Notice of Motion - AI-Enabled Road Defect Detection Technology</b>
Submitted by	Councillor Michael Nagi
File	F20/216

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## Summary

This Motion was submitted by Councillor Michael Nagi.

## Motion

- 1 That Council notes that Bayside has participated in a trial to test AI Asset Condition assessments, through the use of AI enabled road defect technology since May 2025 and that further trials are ongoing.
  - 2 That Council receives a presentation at a Works and Assets Committee Meeting in early 2026 outlining costs (including software, installation, and training), potential insurance implications, and legal considerations should the project progress beyond the trial stage.
- 

## Background

### Supporting Statement by Councillors

Asset AI is a collaborative initiative between Transport for NSW, IPWEA NSW & ACT and several local councils. It uses AI-powered dash-mounted cameras and sensors on council vehicles to detect and classify road defects such as potholes, cracks, faded line markings and damaged signage.

The system automatically logs defects, assesses severity, and prioritises maintenance responses using a risk based scoring system.

Councils have traditionally relied on manual inspections which are slow, reactive, and resource-intensive. Asset AI shifts this to a proactive data driven model.

Over 22 councils are currently involved with more expressing interest the project received \$2.9 million in funding through the NSW Government's Smart Places Acceleration Program.

Most Councils that are participating in the Asset AI project have demonstrated significant benefits including as per transport NSW website:

- **Faster inspections:** up to **75% reduction** in inspection time by replacing manual surveys with automated data collection.
- **Lower costs:** Up to **30% savings** on patching costs due to early intervention in proactive maintenance.
- **Improved safety:** faster defect detection and prioritisation to enhance road safety outcomes.

- **Operational efficiency:** enables councils to inspect in time networks more frequently without increasing staff.
- **Sustainability:** uses existing vehicles for data collection and reducing environmental impact.
- **Empowerment** maintenance teams gain access to a centralised platform for smarter decision making.
- **Future proofing** supports predicted live maintenance and resilience planning especially in response to severe weather events

Additional benefits for Bayside could include:

- Reduced customer complaints.
- Reduce travel time due to taking more proactive approach to defects.
- Longer term savings for asset management.
- Fast moving technology and being involved means we remain at the forefront of the changes.
- Stronger integration with Transport for NSW main roads with data sharing.

**Comment by General Manager:**

This Notice of Motion is in order and can be dealt with.

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**Attachments**

Nil

## **Council Meeting**

**22/10/2025**

Item No	13.9
Subject	<b>Notice of Motion -Towing of Vehicles Obstructing Driveways</b>
Submitted by	Councillor Jerome Boutelet
File	F25/1099

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## **Summary**

This Motion was submitted by Councillor Jerome Boutelet.

## **Motion**

- 1 That Council acknowledges the frustration experienced by residents when vehicles park illegally across or obstruct private driveways.
  - 2 That complaints data related to blocked driveways, including the general location and number of incidents be collated and provided to Council.
  - 3 That a report on the effectiveness of the newly introduced Inner West Council's driveway enforcement program, including legal and financial implications, be provided to Council with options for a Bayside policy to improve compliance and deter illegal parking across driveways.
  - 4 That an update/progress report be provided to council in the first quarter of 2026.
- 

## **Background**

### **Supporting Statement by Councillors**

Residents are frustrated and have safety concerns when they experience blocked driveways, restricting access to and from their properties. Current enforcement options—typically limited to issuing infringement notices—do not provide immediate relief.

This motion asks Council to investigate options to improve compliance, deter repeat offenders, and help residents regain access to their properties promptly. Understanding the impact and effectiveness of the Inner West Council's enforcement program will assist Council in developing our own approach to the issue.

### **Comment by General Manager:**

This Notice of Motion is in order and can be dealt with.

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## **Attachments**

Nil

## Council Meeting

22/10/2025

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Item No	13.10
Subject	<b>Notice of Motion - Red Light Speed Cameras at various intersections along Stoney Creek Road</b>
Submitted by	Counillor Liz Barlow
File	SF24/8039

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## Summary

This Motion was submitted by Councillor Liz Barlow.

## Motion

That Council

- 1 Write to the Premier of NSW the Hon Chris Minns and Minister for Roads and Regional Transport, Jenny Aitchison, asking that the government prioritise the installation of red light speed cameras at the intersection of Stoney Creek Rd and Preddys Rd Bexley and at the intersection of Medway St and Stoney Creek Rd, Bexley and Wolli St and Stoney Creek Rd Kingsgrove.
  - 2 Provide existing data or undertake new measurements of the volume and speed of vehicles using Preddy's Rd, Wolli St and Medway St to support this application to the State Government
  - 3 That this matter be noted at the next Bayside Traffic Forum
- 

## Background

### Supporting Statement by Councillor Barlow

Bexley residents living in the vicinity of these intersections are concerned for their safety. Based on observation and daily experience they believe that these areas are experiencing a higher number of traffic movements and that excessive speeding is an ongoing concern.

Red light cameras and speed detection devices change driver behaviour. One of these cameras has been installed further west of Bayside on Stoney Creek Rd to manage speed and capture drivers running red lights on this busy major thoroughfare.

To improve pedestrian safety and the amenity of our local residents, better management of traffic speed is needed.

### Comment by General Manager:

This Notice of Motion is in order and can be dealt with.

## **Attachments**

Nil

**14 QUESTIONS WITH NOTICE**

**15 CONFIDENTIAL REPORTS / MATTERS**

Nil

**16 CONCLUSION OF THE MEETING**