

Finance and Governance Improvement actions_October 2025

Code	Action	Period Comments	Progress
IP.1.1	Develop a Cash Reserves Policy to establish a minimum cash position.	Completed - no further action BAU	100
IP.1.2	Establish following reserves: • Restricted reserve to meet the cost of replacement/renewal of Blue Haven Terralong assets	Completed - no further action BAU	100
IP.1.3	Ongoing annual investment in identified cash reserves	Cash and Investment balances are being monitored weekly. Reserves are being reviewed monthly. Unfortunately forecasted settlement timeframes for property divestments are fluid and keep changing/being pushed further into later 2025/26 year or into 2026/27 during the actual contract negotiation and signing process. All temporary internal reserve transfers are reported in each monthly investment report to ensure transparency and repayment when appropriate. At the September council meeting, Council endorsed proposed actions from management to address the short-term cashflow issue (confidential report).	50
IP.1.4	Develop a Borrowing Policy based on sound, long-term financial management principles.	The Borrowing Policy has been drafted, awaiting Financial Manager review. Once reviewed, will be sent to Managers and Governance prior to ELT and Council. On track for December council meeting	50
IP.1.5	Continue to pursue grant funding with low exposure to residual/recurrent expenditure or growth in depreciation/renewal	Completed - no further action BAU	100
IP.1.6	Nominate estimated costs and distribution of proceeds of sales of property resolved to divest (liquidity plan schedule).	This has been drafted and will be presented to Council for consideration	75
IP.2.1	Develop Pricing Policy for fees and charges, including applying user pays principles where it is appropriate to do so	scheduled to have in place early 2026 for use with the 2026/27 Fees & Charges. We are going to do a ½ yearly review/update of the 2025/26 Fees & Charges so will use this time to draft process, definitions and policy	0
IP.2.2	Utilising Planning Agreements or site-specific Section 7.11 Contribution Plans, continue to pursue developer funding, including in perpetuity funding, to mitigate the financial burden on Council.	Completed - no further action BAU	100
IP.2.3	Prepare a Parking Strategy to introduce paid parking for certain areas of the Municipality	Temporarily paused to enable greater focus on increasing compliance with current parking regulations.Position for elected body required	50
IP.3.1	Review existing Asset Management Policy and prepare and adopt an improvement plan to ensure Policy is contemporary and aligned with IP&R Guidelines.	Completed - no further action BAU	100
IP.3.2	As part of preparing next Community Strategic Plan, review and update Asset Management Strategy to incorporate contemporary Asset Management Policy.	Completed - no further action BAU	100

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IP.3.3	Commence review of individual Asset Management Plans to include forward maintenance and renewal requirements for individual asset types.	- AMPs completed Status = 3 AMPs complete 2 on public exhibition 1 included in report to ELT seeking approval to report to Council - Status = 1 AMP completed in draft version 1. Version 2 in progress to update with amendments for final version 2 AMPs complete by 30 June 2026 1 AMP on track for completion by March 2026 to align with revaluation (buildings) 1 AMP completion time extended to align with budget restraints. Fleet, Plant and Equip AMP will commence 1 July 2026 with FY27 budget.	80
IP.3.4	Complete and make public a dilapidation/building report for Terralong and Havilah	Dilapidation / defect and condition assessment report for Blue Haven Terralong oFirst draft report due this week (3/10/25) oFinal report expected by 10/10/25	80

IP.3.5	Examine the potential to subdivide and divest Havilah Place in accordance with the criteria contained in the Property Plan	Preliminary subdivision plans prepared. Demolition underway.	60
IP.3.6	Complete Plan of Management for Blue Haven Terralong, including, examining options to retain and refurbish Terralong to conform with contemporary independent living units	New onsite operating structure to be ratified at upcoming Resident Meeting and further progressed within KMC Infrastructure & Operations Team. New increased prices approved and effective June 2025. Building compliance review and involvement of NSW Public Works continues. Briefing to Councillors has occurred. New Director Infrastructure & Operations to join PCG and monitor the improvement works. COO to focus on financing arrangement. Preparation of Consultant brief for strategic review ("PoM") has commenced. This action will be carried over to year 2 of the varied PIO - 25/26 year for completion	65
IP.3.7	Prepare business cases and masterplans to identify revenue opportunities associated with the following catalyst sites: - Kiama Sports Precinct, including Kiama Leisure Centre - Havilah Place 11 Manning Street - Council's Works Depot - Council's Waste Depot - Spring Creek	Final Kiama Sports Precinct masterplan option being presented to Council for endorsement by December 2025. Business Case for Havilah Place and 11 Manning Street being prepared and will be reported to Council by March 2026. Council's Works Depot declared as State Significant Rezoning Project. Explanation of Intended Effects to be exhibited by NSW Government by December 2025. Site Specific DCP controls to be reported to Council for exhibition by March 2026. Internal PCG established for consolidating Council's Depot operations at Minnamurra. Input from final Service Reviews for Stores & Fleet and Domestic Waste required. Spring Creek to be included in Structure Plan for Kiama Urban Expansion Area, as identified by adopted Local Housing Strategy and draft Employment Zone Strategy	80
IP.3.8	Update and finalise Property Plan including reviewing existing revenue generated by each property, current financial performance and potential for growth for each property, and underperforming properties.	Completed - no further action BAU	100
IP.4.1	Prepare and adopt a Continuous Improvement Framework, including the identification of services to be reviewed in Years 1, 2 and 3	Completed - no further action BAU	100

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IP.4.2	Hold a Service Review Think Tank to consistently determine the key priorities for each service within the Council's budgetary constraints.	Completed - no further action BAU	100
IP.4.3	Develop an actions matrix to identify which actions of the completed service reviews should be prioritised, based on risks, costs and timeframes and to identify quick wins.	Completed - no further action BAU	100
IP.5.1	Develop a Technology One Roadmap, that examines the full cost of fully implementing Technology One.	Completed - no further action BAU	100
IP.5.2	Undertake an analysis of available software solutions already utilised by Council to determine the most efficient and effective software solution/s for Council.	IT Strategy has been presented to the ELT and MLT and will be tabled for endorsement at a future ELT meeting IT Strategy outlines initiative for "Assess Applications fit-for-purpose, Optimise and Consolidate Applications" as well as "Implementing One Council" as part of the overall IT Strategy	70
IP.5.3	Develop a Strategy for deploying a new: · Salary System · Position Description Framework · Payroll Cycle · Performance Review processes	The new salary system was completed in November 2024, this includes a new performance review procedure that was endorsed by ELT in April 2025. The position description framework project has been mapped. Standardised PD template and evaluation criteria template being created. Proposal for fortnightly payroll cycle being drafted and will be presented to consultative committee	80
IP.6.1	Adopt a year-on-year operational savings program across the business to grow cash balances	Completed. During the 2025/26 budget build process the Finance Team provided a list of budget savings to ELT & Councillors, to which many were implemented. In addition, as per the internal audit "Budgeting" the finance team will be creating & implementing a Budgetary Framework Procedure by 31/12/25	100
IP.6.2	Continue rigorous internal monthly and quarterly financial monitoring processes	Completed - no further action BAU	100
IP.6.3	Develop and implement a Project Management Framework to ensure all Council projects are consistently managed on time and on budget.	Completed - no further action BAU	100
IP.6.4	Address issues associated with Blue Haven Terralong including, but not limited to: · The true cost which should be applied and whether the general rate revenue is subsidising its operations · The adequacy of current and proposed future maintenance fees · Review the level of maintenance fees	The new accommodation prices for 2025/26 noted above were based on a review of property market price movement, competitor pricing and rising building refurbishment costs. Indicative increase was 24%. The monthly maintenance fee was increased by CPI but as noted above, the unit pricing matter is the significant component of retirement village financial management. Whilst recurrent maintenance fees can be further increased, it is not considered reasonable at this point to undertake the RVA regulatory process noting existing building compliance matters.	90
IP.6.5	Ongoing review of operating costs with the goal of identifying permanent savings	Completed. During the 2025/26 budget build process the Finance Team provided a list of budget savings to ELT & Councillors, to which many were implemented. In addition, as per the internal audit "Budgeting" the finance team will be creating & implementing a Budgetary Framework Procedure by 31/12/25 that we will include a section for addressing this.	100

Finance and Governance Improvement actions_October 2025

IP.6.6	Restructure the presentation of draft and published budgets to detail programs and activities compared to current and previous years and funding sources for each capital project.	Completed - no further action BAU	100
IP.6.7	Revalue land improvements (non-depreciable and depreciable), other structures, swimming pools, open space and recreational assets, library books and other assets within 'Infrastructure, property, plant and equipment' to bring Council closer to verifying all IPPE balances.	All valuations have been completed, except buildings. The building re-evaluation is planned for completion by June 2026	90
IP.6.8	Revalue stormwater drainage assets and land under roads to bring Council closer to verifying all IPPE balances	Completed - no further action BAU	100
IP.6.9	Continue identified processes and procedures to ensure that Council resolutions are obtained when internally restricted cash is going to be released for alternate purposes where possible.	Completed - no further action BAU	100
IP.6.11	Review audit logs for privileged and super user accounts from One Council and Authority to ensure privileged an	Completed - no further action BAU	100
IP.6.12	Review user access for Authority and One Council to ensure staff have appropriate access	Completed - no further action BAU	100
IP.6.13	Continue to reconcile grant income and expenses on a monthly basis going forward in order to calculate reserve balances. This will also provide an overview of the grant receipt, cost and any required funding (acquittal) request.	Completed - no further action BAU	100
IP.6.14	Continue weekly independent review of exception payroll report to ensure anomalies in remuneration etc. which	Completed - no further action BAU	100
IP.6.15	Continue review of termination payments	Completed - no further action BAU	100
IP.6.16	Review and capitalise Work In Progress YR1	Completed - no further action BAU	100
IP.6.17	Implement a robust quality review process for asset classes which are not subject to comprehensive revaluation, to assess for any potential impairment. This impairment exercise should be conducted on an annual basis	Completed - no further action BAU	100
IP.6.18	Continue implementing the following best practice procedures: • Enforce segregation of duties when processing manual payments • Periodic review of all supplier Masterfile changes"	Completed - no further action BAU	100

Finance and Governance Improvement actions_October 2025

IP.7.1	Adopt and implement an Advocacy Strategy which seeks to address cost-shifting, facilitate key actions of this Plan, leverage partnership funding with neighbouring councils and strategic partners.	Completed - no further action BAU	100
IP.7.2	Work with ISJO to prepare a new Statement of Regional Priorities, including opportunities to investigate opportunities for resource sharing and combined advocacy approaches.	Workshop has been held, draft developed and with relevant parties to be reviewed.	80
IP.7.3	Continue to collaborate and share benchmarking information with neighbouring councils	Completed - no further action BAU	100
IP.8.1	Undertake an immediate review of the Policy Register and ensure that: • any policy that has not been reviewed in the last 5 years is identified for review as soon as possible	Completed - no further action BAU	100
IP.8.2	Undertake a desktop review of the entire policy register occur to generate a policy status list categorising each document as follows, or similar: • Maintain as Council Policy • Maintain as Internal/Operational Policy • Change from Council Internal/Operational Policy • Amend / Merge with another policy • Redundant - to be deleted • Change from Council / Internal Policy to Procedure	Completed - no further action BAU	100
IP.8.3	Report to the Council Executive recommending the revocation of redundant policy and other documents, confirmation of correct categorisation of each document and details of policies requiring significant review.	Completed - no further action BAU	100
IP.8.4	The Policy Framework and Policy Development and Review Procedure be reviewed to consider the following: a) Requiring policies to be reviewed every three years. b) Require each policy to be either formally reconfirmed or re-adopted once every four years by either the Executive Leadership Team or Council (once every Council term) as appropriate. i.e., other review can simply be a desktop review if no changes required. c) State that policies will only be submitted to the Consultative Committee if they relate to matters impacting on workplace safety, staff behaviour or conduct or would involve a significant impact on levels of staff resourcing. d) Determine whether "internal policy" or "operational Policy" will be the term consistently applied to policies set by the Executive Leadership Team. e) Implementation of appropriate KPIs to ensure timely review of all policies.	Completed - no further action BAU	100

Finance and Governance Improvement actions_October 2025

IP.8.5	Undertake a review of policy and procedure templates to consider the following: a) Remove the consultation section from all policy and procedure templates. b) Review the "Operational Policy". This is inconsistent with the terms used in the Policy Framework. Council will need to determine whether "internal policy" or "operational Policy" will be the term consistently applied to policies set by the Executive Leadership Team. c) Update the procedure template to provide advice to staff that replication of content between policies and procedures should be avoided	Completed - no further action BAU	100
IP.8.6	A review of staff knowledge and understanding of the PULSE Policy Module be undertaken and an appropriate training plan be developed in response.	Training on the pulse system was included with the presentation on the poilies to the mangaement team and will be included in the governance webpage.	95
IP.8.7	An urgent review of the Business Continuity Plan and Crisis Management Framework, and all associated documentation be undertaken, with updated copies of separate Business Continuity Plan, Crisis Management Plan and Crisis Management Communications Plan to be adopted and accompanied by an appropriate training and awareness campaign for relevant staff.	Crisis Management and Business continuity Plan workshop with ELT held 29/5/25 Crisis Management and Business Continuity Training occurred – 27/8/25 Crisis Management and Business Continuity – Scenario Testing held 10/9/25. Final report expected October 2025 InConsult Presentation on BCP scheduled for next ARIC meeting 4/12/25	75
IP.8.8	Six months after the adoption of the updated Business Continuity Plan and Crisis Management Plans an appropriate scenario testing event be scheduled to confirm staff understanding of the application of the plans.	Crisis Management and Business Continuity – Scenario Testing held 10/9/25.	100
IP.8.9	That the draft four-year internal audit plan consider the inclusion of appropriate internal audits relating to the following strategic risks. Noting that the financial security of the Council, the Performance Improvement Order and Blue Haven site are priority risks for the Council, the internal audits should be considered for scheduling from 2025/26 onwards: • Risk Management • Governance Arrangements • Organisation Capability	Completed - no further action BAU	100
IP.8.10	That the following registers be reviewed to ensure that they contain all required information, and are up to date in accordance with publishing timeframes: • Contracts Register required under s27 of the Government Information (Public Access) Act 2009 • Development Contributions Register required under c1217 of the Environmental Planning and Assessment Regulation 2021	Completed - no further action BAU	100

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IP.8.11	Confirmation of the status of the Draft Development Application Policy be urgently undertaken. The policy should be published to the Council website if adoption has occurred, and if not the policy should be immediately placed before Council for adoption in accordance with the Environmental Planning and Assessment Regulation 2021.	Completed - no further action BAU	100
IP.8.12	The current work on developing an updated compliance policy be expedited and an updated policy covering the areas identified in the report be presented to Council at the earliest opportunity.	Completed - no further action BAU	100
IP.8.13	A defined process be immediately established to call for conflicts of interest at the commencement of Councillor briefing sessions, including the application of the requirements of the Code of Conduct in the management of those conflicts and maintain a register of conflicts declared at briefing sessions in accordance with clause 3.39 of the Code of Meeting Practice.	Completed - no further action BAU	100
IP.8.14	Establish a procedure to follow when a Councillor declares a pecuniary or significant non-pecuniary interest in a	Completed - no further action BAU	100
IP.8.15	The codes of conduct be urgently reviewed to include specific definition and prohibition of sexual harassment, to contribute towards compliance with Council's positive duty requirements under the Sex Discrimination Act 184 (Cth).	A desktop review has been undertaken and a comparison made with the Model CoC issued by the OLG. A final review is to be completed, and a report prepared for ELT prior to being submitted to Council. Council's duties in relation to the Sex Discrimination Act are covered in the Prevention of Workplace Bullying and Sexual Harassment Policy.	90
IP.8.16	An immediate review of the Internal Reporting (PID) Policy be undertaken to ensure compliance with PID legislation with particular emphasis on: • Renaming the policy "Public Interest Disclosures Policy" • The process for how a complaint in relation to the Council Chief Executive Officer can be made, how it would be handled and what responsibilities the Mayor would have in such circumstances.	Completed - no further action BAU	100
IP.8.17	Urgent training for all Public Interest Disclosure Officers be undertaken in relation to the changes to PID legislation and Council's Policy and updated responsibilities of Disclosures Officer.	The Governance Team are in the process of rolling out the appropriate training to the appropriate staff utilising the NSW Ombudsman's training modules.	95

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IP.8.18	Urgently complete a self-assessment against the foundational requirements within the Cyber Security Guidelines – Local Government and report the results to management and the Audit Risk and Improvement Committee.	Completed - no further action BAU	100
IP.8.19	The results of Council's self-assessment against the foundational requirements with the Cyber Security Guidelines - Local Government should contribute to the urgent review/ development of the following: Cyber Security Policy and Cyber Security Strategy to achieve a level of cyber security accepted by management	Completed - no further action BAU	100
IP.8.20	A review of arrangements for establishing new suppliers to Council be undertaken to ensure the separation of the functions of creating new suppliers from accounts payable. It is recommended that council give consideration to: • Implementing a policy requiring that the employee who sets up new vendors or changes vendor information does not have the ability/access in the financial system to create vendor payments, • Ensure that an independent officer reviews and approves the vendor account creation process, this officer is to have no ability to create vendors in the system, • Appropriate configurations and restrictions be implemented in the Tech1 Financial System to ensure the above two points occur, • periodically verifying any changes to vendor master files', and • A requirement for mandatory vacations, or job rotations, of all key personnel involved in the vendor payment process.	Completed - no further action BAU	100
IP.8.21	The development of appropriate exception reporting in relation to procurement and accounts payable, as identified	Completed - no further action BAU	100
IP.8.22	Develop a strategic roadmap for when and how the remaining recommendations for the 2024 Hopwood Report are to be implemented	Completed - no further action BAU	100



Disclosure of Pecuniary Interests

Councillors and Designated Persons Annual Returns 2024 – 2025

Item 13.2

Enclosure 1



LIST OF DESIGNATED PERSONS – ANNUAL RETURN 2024 – 2025
30 June 2025

Position	Full Name
Mayor	Cameron McDonald
Deputy Mayor	Melissa Matters
Councillor	Matt Brown
Councillor	Mike Cains
Councillor	Imogen Draisma
Councillor	Stuart Larkins
Councillor	Melinda Lawton
Councillor	Yasmin Tatrai
Councillor	Erica Warren

Chief Executive Officer	Jane Stroud
Director Infrastructure and Operations	Darren Brady
Director Strategies and Communities	Ed Paterson
Director Corporate and Commercial	Joe Gaudiosi
Chief Financial and Technology Officer	Olena Tulubinska
Head of Implementation	Kimberley Norton

Business Integrity Coordinator / Public Officer	Stephanie Salviejo
Manager Planning and Development	Cheryl Lapin
Manager Communications, Engagement & Customer Service	Claire Doble
Head of IT Service Delivery	David Boleyn
Financial Manager	Debra Webb
Manager Property and Recreation	Donna Flanagan
Manager Community Hubs	Galavizh Ahmadi Nia
Manager Waste Services	Guy Stern
Manager Environment and Compliance	Julie Milevski
Acting Manager Engineering and Technical Services	Lindsay Dunstan
Manager Library & Cultural Hubs	Michelle Hudson
Manager Operations & Maintenance	Peter Luke
Manager People and Performance	Renee Winston
Manager Tourism and Events	Sally Bursell

Building Assessment Coordinator	Angus Brooks
Compliance Coordinator	Darren Hewitt
Compliance Officer	Nicholas Rijdsdijk
Compliance Officer	Nick Russo
Compliance Officer	Jeff Sheppeard
Development Assessment Coordinator	Peter Woodworth
Development Assessment Officer - Planning	Brett Elliott
Development Assessment Officer - Planning	Rochelle Nash
Development Assessment Officer - Planning	Nirnay Lakshman
Development Officer	Matthew Allard
Environmental Health Officer	Timothy O'Keeffe
Holiday Parks Coordinator	Terrienne Hart

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Planning Reform Officer	Judee Wells
Applications Lodgement Officer	Bindy Laneyrie
Procurement Coordinator	Tracey Maguire
Revenue Coordinator	Carla D'Amato
Business Analyst Lead – Property and Rating	Peter Timmins
Strategic Planning Coordinator	Melissa Ballinger
ARIC Committee Member	Dave Pendleton
ARIC Committee Member	Jim Mitchell
ARIC Committee Member	Rhonda Wheatley

Item 13.2

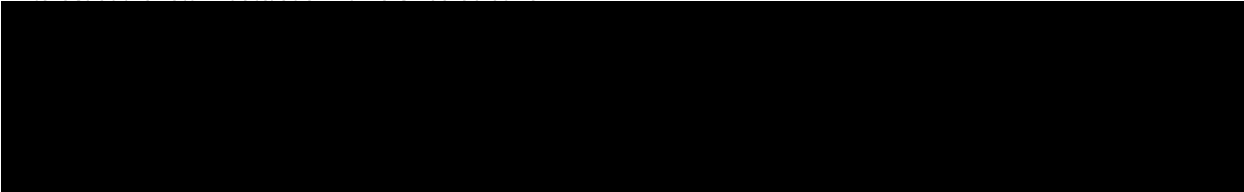
Enclosure 1



DISCLOSURES BY COUNCILLORS AND DESIGNATED PERSONS

DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS

By: CAMERON MCDONALD full name of Councillor or Designated Person	as at: return date
In respect of the period from: 01/10/2024 to: 30/06/2025 Return period	
Signed:  signature of Councillor or Designated Person	Date: 29/09/2025 date you sign this form

A. REAL PROPERTY	
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June	Nature of interest
	

B. SOURCES OF INCOME		
1. Sources of income I received from <u>an occupation</u> at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
SEE ANNEXURE A		
2. Sources of income I received from a trust since 30 June		
Name and address of settlor	Name and address of trustee	
see ANNEXURE A		
3. Sources of other income I received at any time since 30 June (Include description sufficient to identify the person from whom, or the circumstances in which, that income was received)		
see annexure A		

C. GIFTS	
Description of each gift I received at any time since 30 June	Name and address of donor
please see attached.	SOUTHBREAK MEDIA PTY LTD

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Enclosure 1

D. CONTRIBUTIONS TO TRAVEL		
Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
nil		

E. INTERESTS AND POSITIONS IN CORPORATIONS			
Name and address of each corporation in which I had an interest or held a position since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
CULLETON LAWYERS PTY LTD		DIRECTOR	
CLAJM PTY LTD		SHAREHOLDER AND DII	

F. PROPERTY DEVELOPING
Were you a property developer or a close associate of a property developer on the return date? ☐ Yes ☒ No

G. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATIONS	
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at any time since 30 June	Description of position
PLEASE SEE ATTACHED	

H. DEBTS
Name and address of each person to whom I was liable to pay any debt at any time since 30 June
NIL

I. DISPOSITIONS OF PROPERTY
1. Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time
NA
2. Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property
na

J. DISCRETIONARY DISCLOSURES
A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of the Schedule
nil

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ANNEXURE A: PECUNIARY INTERESTS DECLARATION AND UNDERTAKING

I, CAMERON MONROE MCDONALD give the following undertaking:

Sources of income:

EMPLOYEE CULLETON LAWYERS PTY LTD

Sources of income received from a trust

CLAJM PTY LTD atf McDonald Family Trust

Memberships of Boards and Committees:

1. NSW LAW SOCIETY,
2. NSW PHYSIOTHERAPY BOARD
3. KIAMA MUNICIPAL COUNCIL
 - CIVIC RISK MUTUAL;
 - PERFORMANCE REVIEW COMMITTEE;
 - ILLAWARRA SHOALHAVEN JOINT ORGANISATION
 - SOUTHERN REGIONAL PLANNING PANEL

Interests and positions in corporations, partnerships and/or businesses:

- DIRECTOR CULLETON LAWYERS PTY LTD
- SHAREHOLDER AND DIRECTOR: CLAJM PTY LTD
- KIAMA AND DISTRICT STRONGER COMMUNITY LIMITED
- Kiamasala Pty Ltd (director and shareholder)

Interests and positions in trade unions, professional, business or community associations and organisations:

- LAW SOCIETY NSW
- PHYSIOTHERAPY BOARD NSW

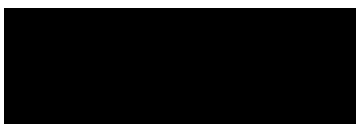
GIFTS:

Donor: Southbreak Media Pty Ltd

Illawarra hawks games –

- Sat, Nov 16 – vs Sydney Kings
- Thu, Dec 4 – vs South East Melbourne Phoenix
- Thu, Dec 11 – vs Brisbane Bullets
- Wed, Feb 5 – vs Adelaide 36ers
- March 23. - Illawarra v Melbourne.

Signature:



Date:

29.9.25



DISCLOSURES BY COUNCILLORS AND DESIGNATED PERSONS

DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS

By: MELISSA MATTERS full name of Councillor or Designated Person		as at: 18/08/2025 return date
In respect of the period from: 01/10/2024 to: 30/06/2025 Return period		
Signed:		Date: date you sign this form

A. REAL PROPERTY	
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June	Nature of interest

B. SOURCES OF INCOME		
1. Sources of income I received from an occupation at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
DIRECTOR	FERN STREET, GERRINGONG	BESTBLUE PTY LTD
2. Sources of income I received from a trust since 30 June		
Name and address of settlor		Name and address of trustee
NIL		
3. Sources of other income I received at any time since 30 June (Include description sufficient to identify the person from whom, or the circumstances in which, that income was received)		
NIL		

C. GIFTS	
Description of each gift I received at any time since 30 June	Name and address of donor
NONE	

Item 13.2

Enclosure 1

D. CONTRIBUTIONS TO TRAVEL		
Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
NONE		

E. INTERESTS AND POSITIONS IN CORPORATIONS			
Name and address of each corporation in which I had an interest or held a position since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
SAVING SAMMY INC		BOARD MEMBER	

F. PROPERTY DEVELOPING
Were you a property developer or a close associate of a property developer on the return date? ☐ Yes ☒ No

G. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATIONS	
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at any time since 30 June	Description of position
NIL	

H. DEBTS
Name and address of each person to whom I was liable to pay any debt at any time since 30 June
NIL

I. DISPOSITIONS OF PROPERTY
1. Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time
NONE
2. Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property

J. DISCRETIONARY DISCLOSURES
A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of the Schedule
NIL

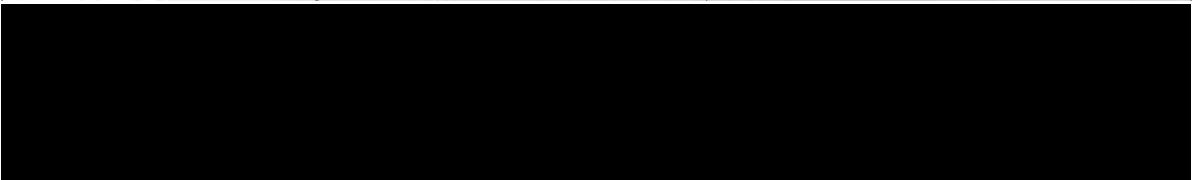
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DISCLOSURES BY COUNCILLORS
AND DESIGNATED PERSONS

DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS

By: <u>Matthew James Brown</u> full name of Councillor or Designated Person	as at: <u>8/8/2025</u> return date
In respect of the period from: <u>01/10/2024</u> to: <u>30/06/2025</u> Return period	
Signed: 	Date: <u>8/8/2025</u> date you sign this form

A. REAL PROPERTY	
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June	Nature of interest
	

B. SOURCES OF INCOME		
1. Sources of income I received from <u>an occupation</u> at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
<u>N/A Retired.</u>		
2. Sources of income I received from a trust since 30 June		
Name and address of settlor	Name and address of trustee	
<u>N/A</u>	<u>N/A</u>	
3. Sources of other income I received at any time since 30 June (Include description sufficient to identify the person from whom, or the circumstances in which, that income was received)		
<u>Pension and rent</u> 		

C. GIFTS	
Description of each gift I received at any time since 30 June	Name and address of donor
<u>NIL</u>	

D. CONTRIBUTIONS TO TRAVEL		
Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
NIL		

E. INTERESTS AND POSITIONS IN CORPORATIONS			
Name and address of each corporation in which I had an interest or held a position since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
Telstra	Shareholder	Nil	—

F. PROPERTY DEVELOPING
Were you a property developer or a close associate of a property developer on the return date? ☐ Yes ☒ No

G. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATIONS	
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at any time since 30 June	Description of position
NIL	

H. DEBTS
Name and address of each person to whom I was liable to pay any debt at any time since 30 June
(Macquarie Bank) & (St George Bank) (161 Elizabeth St, Sydney) (200 Barangaroo Ave, Barangaroo)

I. DISPOSITIONS OF PROPERTY
1. Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time
Nil
2. Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property
Nil

J. DISCRETIONARY DISCLOSURES
A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of the Schedule
Nil

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DISCLOSURES BY COUNCILLORS
AND DESIGNATED PERSONS

DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS

By: MIKE CAINS full name of Councillor or Designated Person	as at: 18/08/2025 return date
In respect of the period from: 01/10/2024 to: 30/06/2025 Return period	
Signed: [Redacted] Designated Person	Date: 18/8/2025 date you sign this form

A. REAL PROPERTY

Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June	Nature of interest
[Redacted]	

B. SOURCES OF INCOME

1. Sources of income I received from <u>an occupation</u> at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
Technical manager cheese cultures	IFF Australia P/L 821 Pacific Hwy Chatswood	
2. Sources of income I received from a trust since 30 June + enzymes		
Name and address of settlor	Name and address of trustee	
Keith Whiteman + assoc	Pheasant Grand P/L CAFE	
As above section A	Pheasant Grand trust Address as above section A	
3. Sources of other income I received at any time since 30 June (Include description sufficient to identify the person from whom, or the circumstances in which, that income was received)		
Agricultural Pursuits		

C. GIFTS

Description of each gift I received at any time since 30 June	Name and address of donor
None	

D. CONTRIBUTIONS TO TRAVEL		
Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
N/A		

E. INTERESTS AND POSITIONS IN CORPORATIONS			
Name and address of each corporation in which I had an interest or held a position since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
BHP CSL DNO	}	ordinary shares	ASX Listed
MFF MQA QBE			
SHL TLS WBC + WDS			

F. PROPERTY DEVELOPING
Were you a property developer or a close associate of a property developer on the return date? ☐ Yes ☒ No

G. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATIONS	
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at any time since 30 June	Description of position
Kiama Business Network	} ordinary member
Robertson Business Chamber	

H. DEBTS
Name and address of each person to whom I was liable to pay any debt at any time since 30 June
Nil

I. DISPOSITIONS OF PROPERTY
1. Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time
Nil
2. Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property
Nil

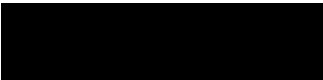
J. DISCRETIONARY DISCLOSURES
A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of the Schedule
Nil

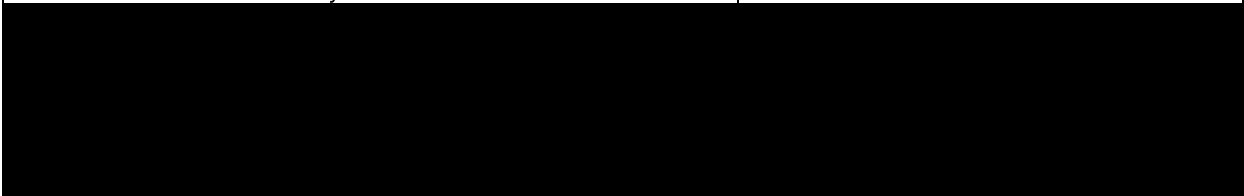
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DISCLOSURES BY COUNCILLORS AND DESIGNATED PERSONS

DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS

By: Imogen Draisma full name of Councillor or Designated Person	as at: 08/10/2025 return date
In respect of the period from: 1 October 2024 to: 30 June 2025 Return period	
Signed:  signature of Councillor or Designated Person	Date: 08/10/25 date you sign this form

A. REAL PROPERTY	
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June	Nature of interest
	

B. SOURCES OF INCOME		
1. Sources of income I received from <u>an occupation</u> at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
Electorate Officer	G2, 51 Crown St WOLLONGONG NSW 2500	Parliament of NSW, The Hon Paul Scully MP
Councillor	11 Manning St, KIAMA NSW 2533	Kiama Municipal Council
2. Sources of income I received from a trust since 30 June		
Name and address of settlor		Name and address of trustee
N/A		
3. Sources of other income I received at any time since 30 June (Include description sufficient to identify the person from whom, or the circumstances in which, that income was received)		
N/A		

C. GIFTS	
Description of each gift I received at any time since 30 June	Name and address of donor
N/A	

Item 13.2

Enclosure 1

D. CONTRIBUTIONS TO TRAVEL		
Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
N/A		

E. INTERESTS AND POSITIONS IN CORPORATIONS			
Name and address of each corporation in which I had an interest or held a position since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
N/A			

F. PROPERTY DEVELOPING
Were you a property developer or a close associate of a property developer on the return date? ☐ Yes ☒ No

G. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATIONS	
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at any time since 30 June	Description of position
Health Services Union	Member

H. DEBTS
Name and address of each person to whom I was liable to pay any debt at any time since 30 June
N/A

I. DISPOSITIONS OF PROPERTY
1. Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time
N/A
2. Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property
N/A

J. DISCRETIONARY DISCLOSURES
A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of the Schedule
Member of the Kiama CWA Evening Branch

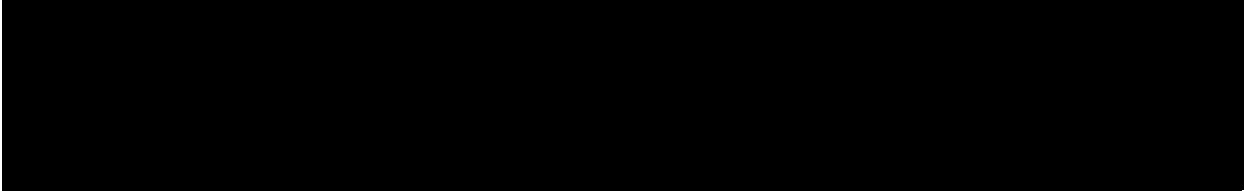
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DISCLOSURES BY COUNCILLORS AND DESIGNATED PERSONS

DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS

By: Stuart Patrick Larkins full name of Councillor or Designated Person	as at: 24/07/2025 return date
In respect of the period from: 01/10/2024 to: 30/06/2025 Return period	
Signed:  or Designated Person	Date: 24/07/2025 date you sign this form

A. REAL PROPERTY	
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June	Nature of interest
	

B. SOURCES OF INCOME		
1. Sources of income I received from <u>an occupation</u> at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
Electorate Officer	Fiona Phillips MP - Electorate Office Nowra	
Councillor	Kiama Municipal Council	
2. Sources of income I received from a trust since 30 June		
Name and address of settlor		Name and address of trustee
N/A		
3. Sources of other income I received at any time since 30 June (Include description sufficient to identify the person from whom, or the circumstances in which, that income was received)		
Interest generated through Commonwealth Bank of Australia account & RAIZ Account		
\$5,000 Scholarship - Cr Pat Dixon Memorial Scholarship - Local Government NSW		

C. GIFTS	
Description of each gift I received at any time since 30 June	Name and address of donor
N/A	

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Enclosure 1

D. CONTRIBUTIONS TO TRAVEL		
Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
N/A		

E. INTERESTS AND POSITIONS IN CORPORATIONS			
Name and address of each corporation in which I had an interest or held a position since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
Aboriginal Legal Service (ACT/NSW)		Company Member	Company membership.

F. PROPERTY DEVELOPING
Were you a property developer or a close associate of a property developer on the return date? ☐ Yes ☒ No

G. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATIONS	
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at any time since 30 June	Description of position
Community and Public Sector Union (CPSU)	Member

H. DEBTS
Name and address of each person to whom I was liable to pay any debt at any time since 30 June
Access to a credit card by Commonwealth Bank of Australia, paid off each month.

I. DISPOSITIONS OF PROPERTY
1. Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time
N/A
2. Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property
N/A

J. DISCRETIONARY DISCLOSURES
A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of the Schedule
Access to credit card [REDACTED] each month via Commonwealth Bank of Australia. Paid each month

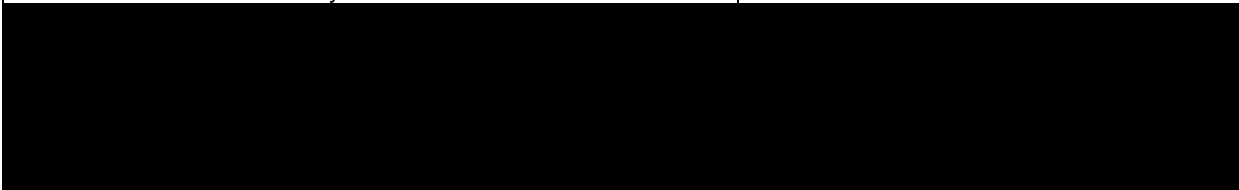
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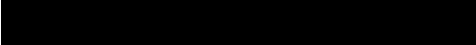


DISCLOSURES BY COUNCILLORS AND DESIGNATED PERSONS

DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS

By: Melinda Lawton <i>full name of Councillor or Designated Person</i>	as at: 14/08/2025 <i>return date</i>
In respect of the period from: 01/10/2024 to: 30/06/2025 <i>Return period</i>	
Signed:  <i>signature of Councillor or Designated Person</i>	Date: 14/08/2025 <i>date you sign this form</i>

A. REAL PROPERTY	
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June	Nature of interest
	

B. SOURCES OF INCOME		
1. Sources of income I received from an occupation at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
Kiama Municipal Council	11 Manning Street Kiama NSW 2533	
Eleven Eleven Design & Develop		
2. Sources of income I received from a trust since 30 June		
Name and address of settlor		Name and address of trustee
N/A		
3. Sources of other income I received at any time since 30 June (Include description sufficient to identify the person from whom, or the circumstances in which, that income was received)		
Investment Property Rental Income - Executive Style Property Managers		
Service Integrity - Reports on Business operations.		

C. GIFTS	
Description of each gift I received at any time since 30 June	Name and address of donor
N/A	

Item 13.2

Enclosure 1

D. CONTRIBUTIONS TO TRAVEL		
Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
Kiama Municipal Council	Refer Spreadsheet	NSW

E. INTERESTS AND POSITIONS IN CORPORATIONS			
Name and address of each corporation in which I had an interest or held a position since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
Eleven Eleven Design & Develop		Director	
Eleven Eleven Imports		Director	
Eleven Eleven Site Management		Director	

F. PROPERTY DEVELOPING	
Were you a property developer or a close associate of a property developer on the return date? ☐ Yes ☒ No	

G. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATIONS	
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at any time since 30 June	Description of position
N/A	

H. DEBTS	
Name and address of each person to whom I was liable to pay any debt at any time since 30 June	
Rams Home Loans	
Rams Home Loans	

I. DISPOSITIONS OF PROPERTY	
1. Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time	
N/A	
2. Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property	
N/A	

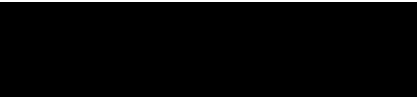
J. DISCRETIONARY DISCLOSURES	
A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of the Schedule	

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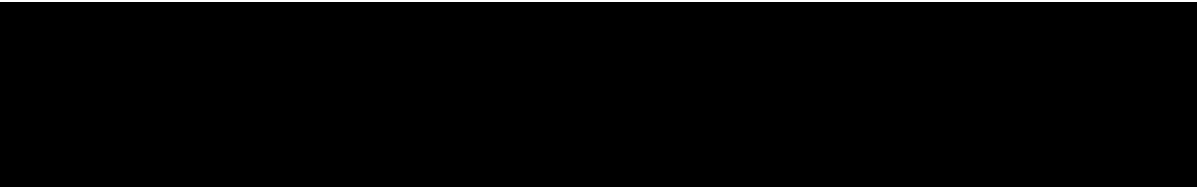


DISCLOSURES BY COUNCILLORS
AND DESIGNATED PERSONS

DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS

By: <u>Yasmin Anne Tatva</u> full name of Councillor or Designated Person	as at: <u>25.7.25</u> return date
In respect of the period from: <u>01/10/2024</u> to: <u>30/06/2025</u> Return period	
Signed:  Person	Date: date you sign this form

A. REAL PROPERTY

Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June	Nature of interest
	

B. SOURCES OF INCOME

1. Sources of income I received from <u>an occupation</u> at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
<u>Councillor</u>		
<u>Saver</u>		
2. Sources of income I received from a trust since 30 June		
Name and address of settlor	Name and address of trustee	
<u>NIL</u>		
3. Sources of other income I received at any time since 30 June (Include description sufficient to identify the person from whom, or the circumstances in which, that income was received)		
<u>Kiama Councillor, Council as Councillor</u>		
<u>Savings</u>		

C. GIFTS

Description of each gift I received at any time since 30 June	Name and address of donor
<u>NIL</u>	

D. CONTRIBUTIONS TO TRAVEL		
Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
Kiana Council	19 June 2025	QLD

E. INTERESTS AND POSITIONS IN CORPORATIONS			
Name and address of each corporation in which I had an interest or held a position since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
NIL			

F. PROPERTY DEVELOPING
Were you a property developer or a close associate of a property developer on the return date? ☐ Yes ☒ No

G. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATIONS	
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at any time since 30 June	Description of position
NIL	

H. DEBTS
Name and address of each person to whom I was liable to pay any debt at any time since 30 June
St. George Bank.

I. DISPOSITIONS OF PROPERTY
1. Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time
2. Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property
NIL

J. DISCRETIONARY DISCLOSURES
A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of the Schedule
NIL

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DISCLOSURES BY COUNCILLORS
AND DESIGNATED PERSONS

DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS

By: ERICA WARREN full name of Councillor or Designated Person	as at: 18/08/2025 return date
In respect of the period from: 01/10/2024 to: 30/06/2025 Return period	
Signed: [Redacted] signature of Councillor or Designated Person	Date: [Redacted] date you sign this form

A. REAL PROPERTY	
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June	Nature of interest
[Redacted]	

B. SOURCES OF INCOME		
1. Sources of income I received from <u>an occupation</u> at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
THE CO-OP G.M	GERRINGONG SCO 18 Belinda St Gerringong	
2. Sources of income I received from a trust since 30 June		
Name and address of settlor	Name and address of trustee	
NA		
3. Sources of other income I received at any time since 30 June (Include description sufficient to identify the person from whom, or the circumstances in which, that income was received)		
MONEY FROM DECEASED ESTATE OF LATE HUSBAND, [Redacted]		

C. GIFTS	
Description of each gift I received at any time since 30 June	Name and address of donor
NA	

D. CONTRIBUTIONS TO TRAVEL		
Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
NA		

E. INTERESTS AND POSITIONS IN CORPORATIONS			
Name and address of each corporation in which I had an interest or held a position since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
NA			

F. PROPERTY DEVELOPING
Were you a property developer or a close associate of a property developer on the return date? ☐ Yes ☒ No

G. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATIONS	
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at any time since 30 June	Description of position
NA	

H. DEBTS
Name and address of each person to whom I was liable to pay any debt at any time since 30 June
ANZ BANK
HUMM

I. DISPOSITIONS OF PROPERTY
1. Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time
2. Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property
NA

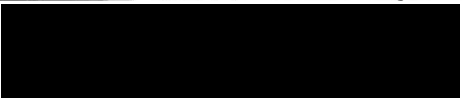
J. DISCRETIONARY DISCLOSURES
A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of the Schedule
NA

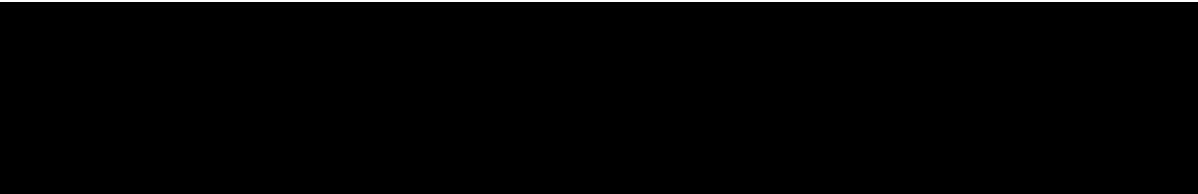
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DISCLOSURES BY COUNCILLORS AND DESIGNATED PERSONS

DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS

By: <i>Jane Stroud</i> full name of Councillor or Designated Person	as at: <i>25/8/25</i> return date
In respect of the period from: <i>01/07/2024</i> to: <i>30/06/2025</i> Return period	
Signed: 	Date: <i>25/8/25</i> date you sign this form

A. REAL PROPERTY	
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June	Nature of interest
	

B. SOURCES OF INCOME		
1. Sources of income I received from <u>an occupation</u> at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
<i>CEO</i>	<i>Kiama Municipal Council</i>	
2. Sources of income I received from a trust since 30 June		
Name and address of settlor	Name and address of trustee	
<i>NIL</i>		
3. Sources of other income I received at any time since 30 June (Include description sufficient to identify the person from whom, or the circumstances in which, that income was received)		
<i>NIL</i>		

C. GIFTS	
Description of each gift I received at any time since 30 June	Name and address of donor
<i>Raffle tickets (won at)</i>	<i>Manwala Charney</i>

D. CONTRIBUTIONS TO TRAVEL		
Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
NIL		

E. INTERESTS AND POSITIONS IN CORPORATIONS			
Name and address of each corporation in which I had an interest or held a position since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
NIL			

F. PROPERTY DEVELOPING
Were you a property developer or a close associate of a property developer on the return date? ☐ Yes ☒ No

G. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATIONS	
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at any time since 30 June	Description of position
NIL	

H. DEBTS
Name and address of each person to whom I was liable to pay any debt at any time since 30 June
NIL

I. DISPOSITIONS OF PROPERTY
1. Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time
NIL
2. Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property
NIL

J. DISCRETIONARY DISCLOSURES
A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of the Schedule
NIL

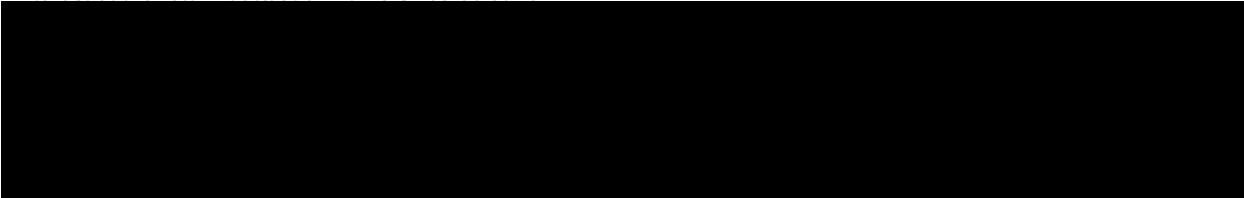
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DISCLOSURES BY COUNCILLORS AND DESIGNATED PERSONS

DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS

By: Darren Brady full name of Councillor or Designated Person	as at: 12/08/2025 return date
In respect of the period from: 01/07/2024 to: 30/06/2025 Return period	
Signed:  signature of Councillor or Designated Person	Date: 12/08/2025 date you sign this form

A. REAL PROPERTY	
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June	Nature of interest
	

B. SOURCES OF INCOME		
1. Sources of income I received from <u>an occupation</u> at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
Project manager	Transport for NSW - 101 Crown St, Wollongong	Nil
Director Infrastructure & Operations	Kiama Council	Nil
2. Sources of income I received from a trust since 30 June		
Name and address of settlor		Name and address of trustee
Nil		
3. Sources of other income I received at any time since 30 June (Include description sufficient to identify the person from whom, or the circumstances in which, that income was received)		
Nil		

C. GIFTS	
Description of each gift I received at any time since 30 June	Name and address of donor
Nil	

Item 13.2

Enclosure 1

D. CONTRIBUTIONS TO TRAVEL		
Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
Nil		

E. INTERESTS AND POSITIONS IN CORPORATIONS			
Name and address of each corporation in which I had an interest or held a position since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
Nil			

F. PROPERTY DEVELOPING
Were you a property developer or a close associate of a property developer on the return date? ☐ Yes ☒ No

G. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATIONS	
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at any time since 30 June	Description of position
Nil	

H. DEBTS
Name and address of each person to whom I was liable to pay any debt at any time since 30 June
Nil

I. DISPOSITIONS OF PROPERTY
1. Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time
Nil
2. Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property
Nil

J. DISCRETIONARY DISCLOSURES
A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of the Schedule
Nil

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DISCLOSURES BY COUNCILLORS AND DESIGNATED PERSONS

DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS

By: Edward Paterson <i>full name of Councillor or Designated Person</i>	as at: 11/08/2025 <i>return date</i>
In respect of the period from: 01/07/2024 to: 30/06/2025 <i>Return period</i>	
Signed [Redacted Signature] <i>signature of Councillor or Designated Person</i>	Digitally signed by Ed Paterson Date: 2025.08.11 09:45:22 +10'00' Date: 11/08/2025 <i>date you sign this form</i>

A. REAL PROPERTY	
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June	Nature of interest
[Redacted Content]	

B. SOURCES OF INCOME		
1. Sources of income I received from <u>an occupation</u> at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
Director Strategies & Communities	Kiama Municipal Council, 11 Manning Street Kiama	Kiama Municipal Council
2. Sources of income I received from a trust since 30 June		
Name and address of settlor	Name and address of trustee	
nil		
3. Sources of other income I received at any time since 30 June (Include description sufficient to identify the person from whom, or the circumstances in which, that income was received)		
nil		

C. GIFTS	
Description of each gift I received at any time since 30 June	Name and address of donor
nil	

Item 13.2

Enclosure 1

D. CONTRIBUTIONS TO TRAVEL		
Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
nil		

E. INTERESTS AND POSITIONS IN CORPORATIONS			
Name and address of each corporation in which I had an interest or held a position since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
nil			

F. PROPERTY DEVELOPING
Were you a property developer or a close associate of a property developer on the return date? ☐ Yes ☒ No

G. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATIONS	
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at any time since 30 June	Description of position
nil	

H. DEBTS
Name and address of each person to whom I was liable to pay any debt at any time since 30 June
nil

I. DISPOSITIONS OF PROPERTY
1. Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time
nil
2. Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property
nil

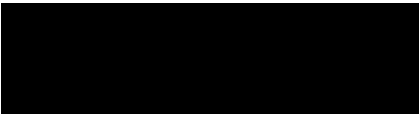
J. DISCRETIONARY DISCLOSURES
A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of the Schedule
nil

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DISCLOSURES BY COUNCILLORS
AND DESIGNATED PERSONS

DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS

By: JOE GAUDIOSI full name of Councillor or Designated Person	as at: return date
In respect of the period from: 01/07/2024 to: 30/06/2025 Return period	
Signed:  Person	Date: 27/8/25 date you sign this form

A. REAL PROPERTY

Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June	Nature of interest
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B. SOURCES OF INCOME

1. Sources of income I received from **an occupation** at any time since 30 June

Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
EXECUTIVE	KIAMA COUNCIL	

2. Sources of income I received from a trust since 30 June

Name and address of settlor	Name and address of trustee
N/A.	

3. Sources of other income I received at any time since 30 June

(Include description sufficient to identify the person from whom, or the circumstances in which, that income was received)

C. GIFTS

Description of each gift I received at any time since 30 June	Name and address of donor
N/A.	

D. CONTRIBUTIONS TO TRAVEL		
Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
N/A.		

E. INTERESTS AND POSITIONS IN CORPORATIONS			
Name and address of each corporation in which I had an interest or held a position since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
N/A. BOARD DIRECTOR			
CIVIL ASK	VOLUNTARY	DIRECTOR	MUTUAL INSURER OF
MUTUAL			COUNCIL ASK

F. PROPERTY DEVELOPING
Were you a property developer or a close associate of a property developer on the return date? ☐ Yes ☒ No

G. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATIONS	
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at any time since 30 June	Description of position
N/A.	

H. DEBTS
Name and address of each person to whom I was liable to pay any debt at any time since 30 June
N/A.

I. DISPOSITIONS OF PROPERTY
1. Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time
N/A.
2. Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property

J. DISCRETIONARY DISCLOSURES
A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of the Schedule
N/A.

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DISCLOSURES BY COUNCILLORS AND DESIGNATED PERSONS

DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS

By: Olena Tulubinska <i>full name of Councillor or Designated Person</i>	as at: 12/08/2025 <i>return date</i>
In respect of the period from: 01/07/2024 to: 30/06/2025 <i>Return period</i>	
Signed [Redacted Signature] <i>signature of Councillor or Designated Person</i>	Digitally signed by Olena Tulubinska Date: 2025.08.12 12:38:15 +10'00' Date: 12/08/2025 <i>date you sign this form</i>

A. REAL PROPERTY	
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June	Nature of interest
[Redacted Content]	

B. SOURCES OF INCOME		
1. Sources of income I received from <u>an occupation</u> at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
Chief Financial & Technology Officer	Kiama Council	Kiama Council
2. Sources of income I received from a trust since 30 June		
Name and address of settlor		Name and address of trustee
NIL		NIL
3. Sources of other income I received at any time since 30 June (Include description sufficient to identify the person from whom, or the circumstances in which, that income was received)		
NIL		

C. GIFTS	
Description of each gift I received at any time since 30 June	Name and address of donor
NIL	NIL

Item 13.2

Enclosure 1

D. CONTRIBUTIONS TO TRAVEL		
Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
NIL	NIL	NIL

E. INTERESTS AND POSITIONS IN CORPORATIONS			
Name and address of each corporation in which I had an interest or held a position since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
A2Milk, Axel Ree Limited, Bougainville Copper		N/A	N/A
Goodman Group, Meridian Energy, Origin Energy	shareholder, insignificant		
Technology One	shareholder, insignificant		

F. PROPERTY DEVELOPING	
Were you a property developer or a close associate of a property developer on the return date? ☐ Yes ☒ No	

G. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATIONS	
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at any time since 30 June	Description of position
NIL	NIL

H. DEBTS
Name and address of each person to whom I was liable to pay any debt at any time since 30 June
NIL

I. DISPOSITIONS OF PROPERTY
1. Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time
NIL
2. Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property
NIL

J. DISCRETIONARY DISCLOSURES
A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of the Schedule
NIL

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DISCLOSURES BY COUNCILLORS AND DESIGNATED PERSONS

DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS

By: Kimberley Norton <i>full name of Councillor or Designated Person</i>	as at: 30/09/2025 <i>return date</i>
In respect of the period from: 01/07/2024 <i>Return period</i>	to: 30/06/2025
Signed: [Redacted] <i>Councillor or Designated Person</i>	Date: 30/09/2025 <i>date you sign this form</i>

A. REAL PROPERTY	
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June	Nature of interest
[Redacted]	

B. SOURCES OF INCOME		
1. Sources of income I received from <u>an occupation</u> at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
Head of Implementation	Kiama Municipal Council	
Casual Swim Coach	Shoalhaven City Council	Approved Secondary employment
2. Sources of income I received from a trust since 30 June		
Name and address of settlor	Name and address of trustee	
Nil		
3. Sources of other income I received at any time since 30 June (Include description sufficient to identify the person from whom, or the circumstances in which, that income was received)		
Nil		

C. GIFTS	
Description of each gift I received at any time since 30 June	Name and address of donor
Nil	

Item 13.2

Enclosure 1

D. CONTRIBUTIONS TO TRAVEL		
<i>Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June</i>	<i>Dates on which travel was undertaken</i>	<i>Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken</i>
Nil		

E. INTERESTS AND POSITIONS IN CORPORATIONS			
<i>Name and address of each corporation in which I had an interest or held a position since 30 June</i>	<i>Nature of interest (if any)</i>	<i>Description of position (if any)</i>	<i>Description of principal objects (if any) of corporation (except in case of listed company)</i>
ACN Metal Roofing Pty Ltd - [REDACTED]		Company Secretary (non-p	

F. PROPERTY DEVELOPING
Were you a property developer or a close associate of a property developer on the return date? ☐ Yes ☒ No

G. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATIONS	
<i>Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at any time since 30 June</i>	<i>Description of position</i>
Swim Coaches & Teacher Australia	Paid membership
Australia HR Institute	Paid membership

H. DEBTS
<i>Name and address of each person to whom I was liable to pay any debt at any time since 30 June</i>
NIL

I. DISPOSITIONS OF PROPERTY
1. Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time
NIL
2. Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property
NIL

J. DISCRETIONARY DISCLOSURES
<i>A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of the Schedule</i>
NIL

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DISCLOSURES BY COUNCILLORS AND DESIGNATED PERSONS

DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS

By: Stephanie SALVIEJO <i>full name of Councillor or Designated Person</i>	as at: 30/06/2025 <i>return date</i>
In respect of the period from: 01/07/2024 to: 30/06/2025 <i>Return period</i>	
Signed:  <i>signature of Councillor or Designated Person</i>	Date: 05/08/2025 <i>date you sign this form</i>

A. REAL PROPERTY	
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June	Nature of interest

B. SOURCES OF INCOME		
1. Sources of income I received from an occupation at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
Business integrity Coordinator	Kiama Municipal Council	N/A
2. Sources of income I received from a trust since 30 June		
Name and address of settlor		Name and address of trustee
NIL		
3. Sources of other income I received at any time since 30 June (Include description sufficient to identify the person from whom, or the circumstances in which, that income was received)		
NIL		

C. GIFTS	
Description of each gift I received at any time since 30 June	Name and address of donor
NIL	

Item 13.2

Enclosure 1

D. CONTRIBUTIONS TO TRAVEL		
Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
NIL		

E. INTERESTS AND POSITIONS IN CORPORATIONS			
Name and address of each corporation in which I had an interest or held a position since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
NIL			

F. PROPERTY DEVELOPING
Were you a property developer or a close associate of a property developer on the return date? ☐ Yes ☒ No

G. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATIONS	
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at any time since 30 June	Description of position
NIL	

H. DEBTS
Name and address of each person to whom I was liable to pay any debt at any time since 30 June
NIL

I. DISPOSITIONS OF PROPERTY
1. Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time
NIL
2. Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property
NIL

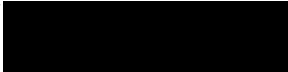
J. DISCRETIONARY DISCLOSURES
A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of the Schedule
NIL

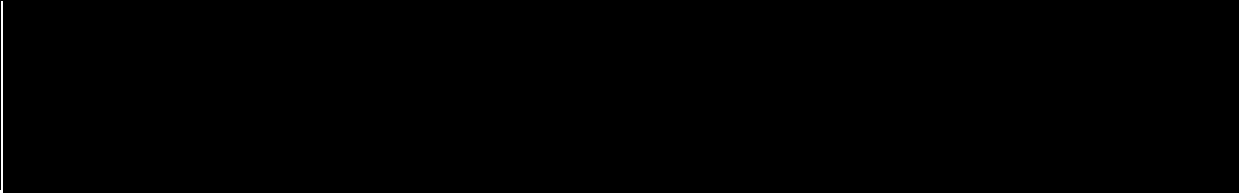
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DISCLOSURES BY COUNCILLORS AND DESIGNATED PERSONS

DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS

By: Cheryl Ann Lappin <i>full name of Councillor or Designated Person</i>	as at: 18/08/2025 <i>return date</i>
In respect of the period from: 01/07/2024 to: 30/06/2025 <i>Return period</i>	
Signed:  <i>signature of Councillor or Designated Person</i>	Date: 18/08/2025 <i>date you sign this form</i>

A. REAL PROPERTY	
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June	Nature of interest
	

B. SOURCES OF INCOME		
1. Sources of income I received from <u>an occupation</u> at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
Manager Planning and Development	Kiama Municipal Council - 44 Manning Street, Kiama	NA
2. Sources of income I received from a trust since 30 June		
Name and address of settlor		Name and address of trustee
NIL		
3. Sources of other income I received at any time since 30 June (Include description sufficient to identify the person from whom, or the circumstances in which, that income was received)		
NIL		

C. GIFTS	
Description of each gift I received at any time since 30 June	Name and address of donor
NIL	

Item 13.2

Enclosure 1

D. CONTRIBUTIONS TO TRAVEL		
Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
NIL		

E. INTERESTS AND POSITIONS IN CORPORATIONS			
Name and address of each corporation in which I had an interest or held a position since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
NIL			

F. PROPERTY DEVELOPING
Were you a property developer or a close associate of a property developer on the return date? ☐ Yes ☒ No

G. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATIONS	
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at any time since 30 June	Description of position
NIL	

H. DEBTS
Name and address of each person to whom I was liable to pay any debt at any time since 30 June
NIL

I. DISPOSITIONS OF PROPERTY
1. Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time
NIL
2. Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property
NIL

J. DISCRETIONARY DISCLOSURES
A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of the Schedule
NIL

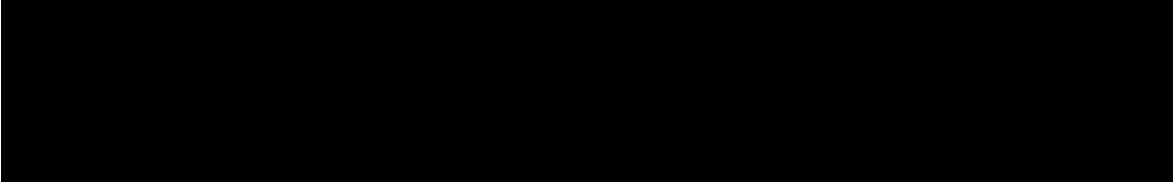
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DISCLOSURES BY COUNCILLORS
AND DESIGNATED PERSONS

DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS

By: Claire Doble full name of Councillor or Designated Person	as at: 11/08/2025 return date
In respect of the period from: 01/07/2024 to: 30/06/2025 Return period	
Signed:  Signature of Councillor or Designated Person	Date: 11/08/2025 date you sign this form

A. REAL PROPERTY	
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June	Nature of interest
	

B. SOURCES OF INCOME		
1. Sources of income I received from <u>an occupation</u> at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
Manager Communications, Engagement ^^	Kiama Council	
2. Sources of income I received from a trust since 30 June		
Name and address of settlor		Name and address of trustee
Nil		
3. Sources of other income I received at any time since 30 June (Include description sufficient to identify the person from whom, or the circumstances in which, that income was received)		
Nil		

C. GIFTS	
Description of each gift I received at any time since 30 June	Name and address of donor
Nil	

D. CONTRIBUTIONS TO TRAVEL		
<i>Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June</i>	<i>Dates on which travel was undertaken</i>	<i>Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken</i>
Nil		

E. INTERESTS AND POSITIONS IN CORPORATIONS			
<i>Name and address of each corporation in which I had an interest or held a position since 30 June</i>	<i>Nature of interest (if any)</i>	<i>Description of position (if any)</i>	<i>Description of principal objects (if any) of corporation (except in case of listed company)</i>
Nil			

F. PROPERTY DEVELOPING
Were you a property developer or a close associate of a property developer on the return date? ☐ Yes ☒ No

G. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATIONS	
<i>Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at any time since 30 June</i>	<i>Description of position</i>
United Services Union	Member

H. DEBTS
<i>Name and address of each person to whom I was liable to pay any debt at any time since 30 June</i>
Nil

I. DISPOSITIONS OF PROPERTY
1. Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time
Nil
2. Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property
Nil

J. DISCRETIONARY DISCLOSURES
<i>A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of the Schedule</i>
Nil

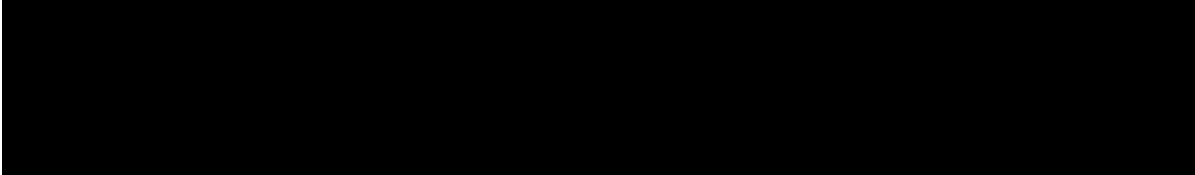
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DISCLOSURES BY COUNCILLORS
AND DESIGNATED PERSONS

DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS

By:	David Boleyn full name of Councillor or Designated Person	as at:	28/8/2025 return date
In respect of the period from:		01/07/2024	to: 30/06/2025 Return period
Signed:		Date:	28/8/2025 date you sign this form

A. REAL PROPERTY	
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June	Nature of interest
	

B. SOURCES OF INCOME		
1. Sources of income I received from <u>an occupation</u> at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
Head of IT Service Delivery	Kiama Council, 11 Manning St, Kiama	
2. Sources of income I received from a trust since 30 June		
Name and address of settlor	Name and address of trustee	
3. Sources of other income I received at any time since 30 June (Include description sufficient to identify the person from whom, or the circumstances in which, that income was received)		

C. GIFTS	
Description of each gift I received at any time since 30 June	Name and address of donor
NONE	

D. CONTRIBUTIONS TO TRAVEL		
Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
None		

E. INTERESTS AND POSITIONS IN CORPORATIONS			
Name and address of each corporation in which I had an interest or held a position since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
None			

F. PROPERTY DEVELOPING
Were you a property developer or a close associate of a property developer on the return date? ☐ Yes ☒ No

G. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATIONS	
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at any time since 30 June	Description of position
None	

H. DEBTS
Name and address of each person to whom I was liable to pay any debt at any time since 30 June
None

I. DISPOSITIONS OF PROPERTY
1. Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time
None
2. Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property
None

J. DISCRETIONARY DISCLOSURES
A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of the Schedule

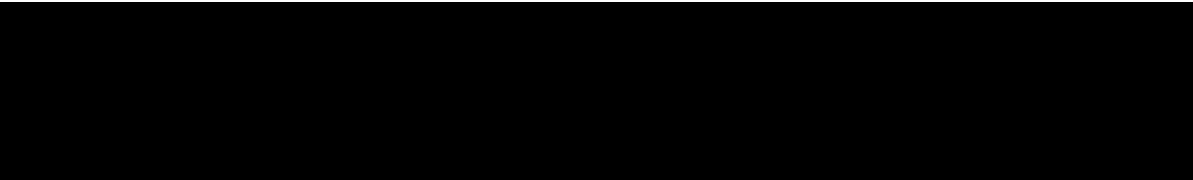
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DISCLOSURES BY COUNCILLORS
AND DESIGNATED PERSONS

DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS

By: <u>DEBRA WEBB</u> full name of Councillor or Designated Person	as at: <u>28/08/2025</u> return date
In respect of the period from: <u>01/07/2024</u> to: <u>30/06/2025</u> Return period	
Signed:  signature of Councillor or Designated Person	Date: <u>28/08/2025</u> date you sign this form

A. REAL PROPERTY	
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June	Nature of interest
	

B. SOURCES OF INCOME		
1. Sources of income I received from an occupation at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
<u>FINANCIAL MANAGER</u>	<u>KIAMA COUNCIL</u>	
2. Sources of income I received from a trust since 30 June		
Name and address of settlor	Name and address of trustee	
<u>NIL</u>	<u>NIL</u>	
3. Sources of other income I received at any time since 30 June (Include description sufficient to identify the person from whom, or the circumstances in which, that income was received)		
<u>NIL</u>		

C. GIFTS	
Description of each gift I received at any time since 30 June	Name and address of donor
<u>NIL</u>	<u>NIL</u>

D. CONTRIBUTIONS TO TRAVEL		
Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
NIL	NIL	NIL

E. INTERESTS AND POSITIONS IN CORPORATIONS			
Name and address of each corporation in which I had an interest or held a position since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
NIL	NIL	NIL	NIL

F. PROPERTY DEVELOPING
Were you a property developer or a close associate of a property developer on the return date? ☐ Yes ☒ No

G. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATIONS	
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at any time since 30 June	Description of position
CHARTERED ACCOUNTANTS AUSTRALIA AND NEW ZEALAND	PROVISIONAL MEMBER

H. DEBTS
Name and address of each person to whom I was liable to pay any debt at any time since 30 June
NIL

I. DISPOSITIONS OF PROPERTY
1. Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time
NIL
2. Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property

J. DISCRETIONARY DISCLOSURES
A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of the Schedule
NIL

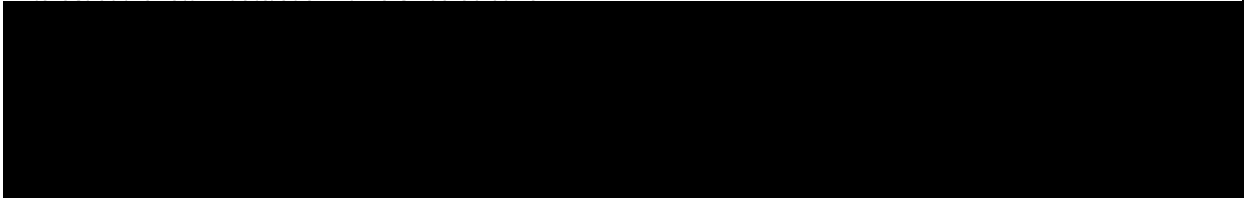
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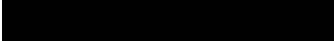


DISCLOSURES BY COUNCILLORS AND DESIGNATED PERSONS

DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS

By: Donna Flanagan full name of Councillor or Designated Person	as at: 30/06/2025 return date
In respect of the period from: 01/07/2024 to: 30/06/2025 Return period	
Signed:  signature of Councillor or Designated Person	Date: 06/08/2025 date you sign this form

A. REAL PROPERTY	
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June	Nature of interest
	

B. SOURCES OF INCOME		
1. Sources of income I received from <u>an occupation</u> at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
Manager Property & Recreation	Kiama Municipal Council - 11 Manning St Kiama	Nil
Civil Marriage Celebrant	Self Employed - 	Nil
2. Sources of income I received from a trust since 30 June		
Name and address of settlor		Name and address of trustee
Nil		
3. Sources of other income I received at any time since 30 June (Include description sufficient to identify the person from whom, or the circumstances in which, that income was received)		
Nil		

C. GIFTS	
Description of each gift I received at any time since 30 June	Name and address of donor
Nil	

Item 13.2

Enclosure 1

D. CONTRIBUTIONS TO TRAVEL		
Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
Nil		

E. INTERESTS AND POSITIONS IN CORPORATIONS			
Name and address of each corporation in which I had an interest or held a position since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
Nil			

F. PROPERTY DEVELOPING
Were you a property developer or a close associate of a property developer on the return date? ☐ Yes ☒ No

G. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATIONS	
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at any time since 30 June	Description of position
Nil	

H. DEBTS
Name and address of each person to whom I was liable to pay any debt at any time since 30 June
Nil

I. DISPOSITIONS OF PROPERTY
1. Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time
Nil
2. Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property
Nil

J. DISCRETIONARY DISCLOSURES
A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of the Schedule
Nil

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DISCLOSURES BY COUNCILLORS AND DESIGNATED PERSONS

DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS

By: Galavizh Ahmadi Nia <i>full name of Councillor or Designated Person</i>	as at: 14/08/2025 <i>return date</i>
In respect of the period from: 01/07/2024 to: 30/06/2025 <i>Return period</i>	
Signed: [Redacted] <i>signature of Councillor or Designated Person</i>	Digitally signed by Galavizh Ahmadi Nia Date: 2025.08.14 09:28:30 +10'00' Date: 14/08/2025 <i>date you sign this form</i>

A. REAL PROPERTY	
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June	Nature of interest
[Redacted]	

B. SOURCES OF INCOME		
1. Sources of income I received from an occupation at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
Public Officer	Kiama Municipal Council, 11 Manning Street, Kiama NSW 2533	N/A
2. Sources of income I received from a trust since 30 June		
Name and address of settlor		Name and address of trustee
[Redacted]		[Redacted]
3. Sources of other income I received at any time since 30 June (Include description sufficient to identify the person from whom, or the circumstances in which, that income was received)		
[Redacted]		

C. GIFTS	
Description of each gift I received at any time since 30 June	Name and address of donor
Nil	

Item 13.2

Enclosure 1

D. CONTRIBUTIONS TO TRAVEL		
Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
Nil		

E. INTERESTS AND POSITIONS IN CORPORATIONS			
Name and address of each corporation in which I had an interest or held a position since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
Nil			

F. PROPERTY DEVELOPING
Were you a property developer or a close associate of a property developer on the return date? ☐ Yes ☒ No

G. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATIONS	
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at any time since 30 June	Description of position
Nil	

H. DEBTS
Name and address of each person to whom I was liable to pay any debt at any time since 30 June
Nil

I. DISPOSITIONS OF PROPERTY
1. Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time
5 Blattman Close, Blacktown NSW 2533 - rental property.
2. Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property

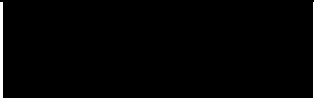
J. DISCRETIONARY DISCLOSURES
A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of the Schedule
Nil

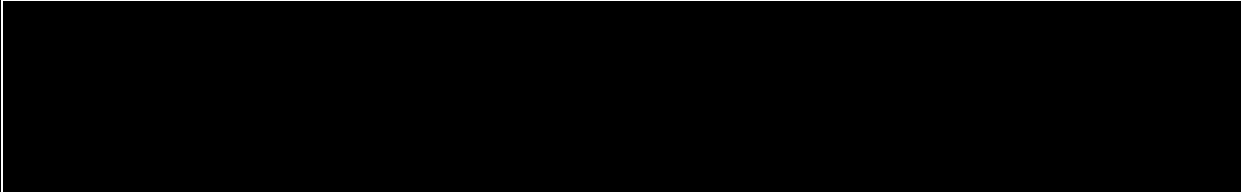
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DISCLOSURES BY COUNCILLORS AND DESIGNATED PERSONS

DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS

By: Guy Stearn <i>full name of Councillor or Designated Person</i>	as at: 06/08/2025 <i>return date</i>
In respect of the period from: 01/07/2024 to: 30/06/2025 <i>Return period</i>	
Signed:  <i>Designated Person</i>	Date: 06/08/2025 <i>date you sign this form</i>

A. REAL PROPERTY	
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June	Nature of interest
	

B. SOURCES OF INCOME		
1. Sources of income I received from <u>an occupation</u> at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
NIL	NIL	NIL
NIL	NIL	NIL
2. Sources of income I received from a trust since 30 June		
Name and address of settlor		Name and address of trustee
NIL		NIL
NIL		NIL
3. Sources of other income I received at any time since 30 June (Include description sufficient to identify the person from whom, or the circumstances in which, that income was received)		
NIL		
NIL		

C. GIFTS	
Description of each gift I received at any time since 30 June	Name and address of donor
NIL	NIL
NIL	NIL

Item 13.2

Enclosure 1

D. CONTRIBUTIONS TO TRAVEL		
Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
NIL	NIL	NIL
NIL	NIL	NIL

E. INTERESTS AND POSITIONS IN CORPORATIONS			
Name and address of each corporation in which I had an interest or held a position since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
Kiama Show Society Inc		President	NIL

F. PROPERTY DEVELOPING	
Were you a property developer or a close associate of a property developer on the return date? ☐ Yes ☒ No	

G. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATIONS	
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at any time since 30 June	Description of position
NIL	NIL
NIL	NIL

H. DEBTS	
Name and address of each person to whom I was liable to pay any debt at any time since 30 June	
NIL	
NIL	

I. DISPOSITIONS OF PROPERTY	
1. Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time	
NIL	
NIL	
2. Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property	
NIL	
NIL	

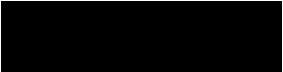
J. DISCRETIONARY DISCLOSURES	
A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of the Schedule	
NIL	
NIL	

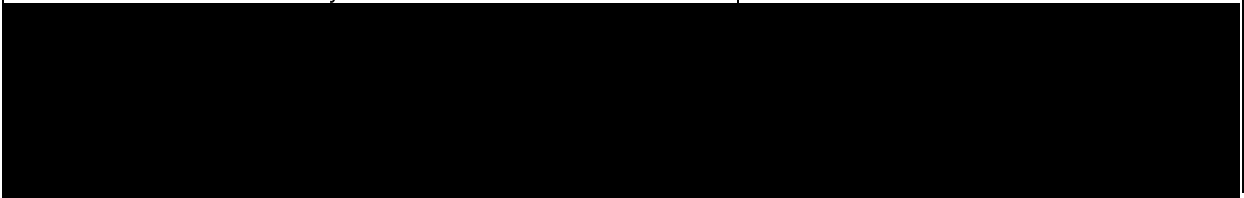
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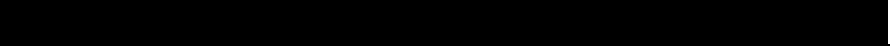


DISCLOSURES BY COUNCILLORS AND DESIGNATED PERSONS

DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS

By: Julie Milevski full name of Councillor or Designated Person	as at: 08/08/2025 return date
In respect of the period from: 01/07/2024 to: 30/06/2025 Return period	
Signed  signature of Councillor or Designated Person	Digitally signed by Julie Milevski Date: 2025.08.08 15:28:38 +10'00' Date: 08/08/2025 date you sign this form

A. REAL PROPERTY	
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June	Nature of interest
	

B. SOURCES OF INCOME		
1. Sources of income I received from <u>an occupation</u> at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
Manager Environment & Compliance	Kiama Municipal Council 11 Manning St KIAMA	N/A
2. Sources of income I received from a trust since 30 June		
Name and address of settlor		Name and address of trustee
The Milevski Family Trust		Julie Milevski 
3. Sources of other income I received at any time since 30 June (Include description sufficient to identify the person from whom, or the circumstances in which, that income was received)		
Rental income from		

C. GIFTS	
Description of each gift I received at any time since 30 June	Name and address of donor
Nil	

Item 13.2

Enclosure 1

D. CONTRIBUTIONS TO TRAVEL		
<i>Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June</i>	<i>Dates on which travel was undertaken</i>	<i>Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken</i>
Nil		

E. INTERESTS AND POSITIONS IN CORPORATIONS			
<i>Name and address of each corporation in which I had an interest or held a position since 30 June</i>	<i>Nature of interest (if any)</i>	<i>Description of position (if any)</i>	<i>Description of principal objects (if any) of corporation (except in case of listed company)</i>
Nil			

F. PROPERTY DEVELOPING
Were you a property developer or a close associate of a property developer on the return date? ☐ Yes ☒ No

G. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATIONS	
<i>Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at any time since 30 June</i>	<i>Description of position</i>
Nil	

H. DEBTS
<i>Name and address of each person to whom I was liable to pay any debt at any time since 30 June</i>
Nil

I. DISPOSITIONS OF PROPERTY
1. <i>Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time</i>
Nil
2. <i>Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property</i>
Nil

J. DISCRETIONARY DISCLOSURES
<i>A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of the Schedule</i>
Nil

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DISCLOSURES BY COUNCILLORS AND DESIGNATED PERSONS

DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS

By: Lindsay Grant Dunstan <i>full name of Councillor or Designated Person</i>	as at: 06/08/2025 <i>return date</i>
In respect of the period from: 01/07/2024 to: 30/06/2025 <i>Return period</i>	
Signed: [Redacted] <i>signature of Councillor or Designated Person</i>	Date: 06/08/2025 <i>date you sign this form</i>

A. REAL PROPERTY	
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June	Nature of interest
[Redacted]	

B. SOURCES OF INCOME		
1. Sources of income I received from <u>an occupation</u> at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
Resilience Eng & A/ Manager Engineering	KMC Manning St Kiama	
2. Sources of income I received from a trust since 30 June		
Name and address of settlor	Name and address of trustee	
NIL		
3. Sources of other income I received at any time since 30 June (Include description sufficient to identify the person from whom, or the circumstances in which, that income was received)		
Active Super (now Vision Super) - superannuation pension		

C. GIFTS	
Description of each gift I received at any time since 30 June	Name and address of donor
NIL	

D. CONTRIBUTIONS TO TRAVEL		
Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
NIL		

E. INTERESTS AND POSITIONS IN CORPORATIONS			
Name and address of each corporation in which I had an interest or held a position since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
NIL			

F. PROPERTY DEVELOPING
Were you a property developer or a close associate of a property developer on the return date? ☐ Yes ☒ No

G. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATIONS	
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at any time since 30 June	Description of position
NIL	

H. DEBTS	
Name and address of each person to whom I was liable to pay any debt at any time since 30 June	
National Australia Bank	

I. DISPOSITIONS OF PROPERTY
1. Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time
NIL
2. Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property
NIL

J. DISCRETIONARY DISCLOSURES
A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of the Schedule
NIL

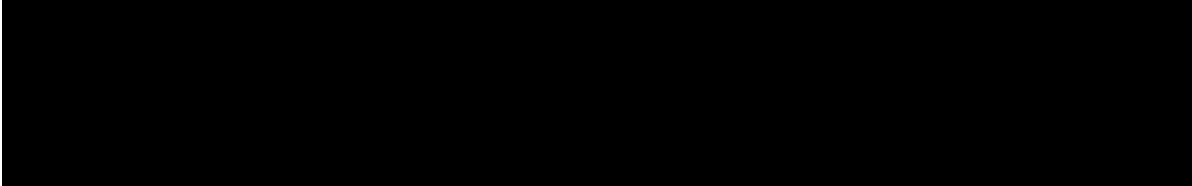
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DISCLOSURES BY COUNCILLORS
AND DESIGNATED PERSONS

DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS

By: Michelle Hudson full name of Councillor or Designated Person	as at: 06/08/2025 return date
In respect of the period from: 01/07/2024 to: 30/06/2025 Return period	
Signed:  Signature of Councillor or Designated Person	Date: 06/08/2025 date you sign this form

A. REAL PROPERTY	
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June	Nature of interest
	

B. SOURCES OF INCOME		
1. Sources of income I received from <u>an occupation</u> at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
Library and Cultural Hubs Manager	Kiama Municipal Council	
2. Sources of income I received from a trust since 30 June		
Name and address of settlor		Name and address of trustee
Nil		
Nil		
3. Sources of other income I received at any time since 30 June (Include description sufficient to identify the person from whom, or the circumstances in which, that income was received)		
Nil		
Nil		

C. GIFTS	
Description of each gift I received at any time since 30 June	Name and address of donor
Nil	
Nil	

D. CONTRIBUTIONS TO TRAVEL		
<i>Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June</i>	<i>Dates on which travel was undertaken</i>	<i>Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken</i>
Nil		
Nil		

E. INTERESTS AND POSITIONS IN CORPORATIONS			
<i>Name and address of each corporation in which I had an interest or held a position since 30 June</i>	<i>Nature of interest (if any)</i>	<i>Description of position (if any)</i>	<i>Description of principal objects (if any) of corporation (except in case of listed company)</i>
Nil			
Nil			
Nil			

F. PROPERTY DEVELOPING
Were you a property developer or a close associate of a property developer on the return date? ☐ Yes ☒ No

G. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATIONS	
<i>Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at any time since 30 June</i>	<i>Description of position</i>
Nil	
Nil	

H. DEBTS
<i>Name and address of each person to whom I was liable to pay any debt at any time since 30 June</i>
Plan Lend mortgage

I. DISPOSITIONS OF PROPERTY
1. Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time
Nil
Nil
2. Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property
Nil
Nil

J. DISCRETIONARY DISCLOSURES
<i>A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of the Schedule</i>
Nil

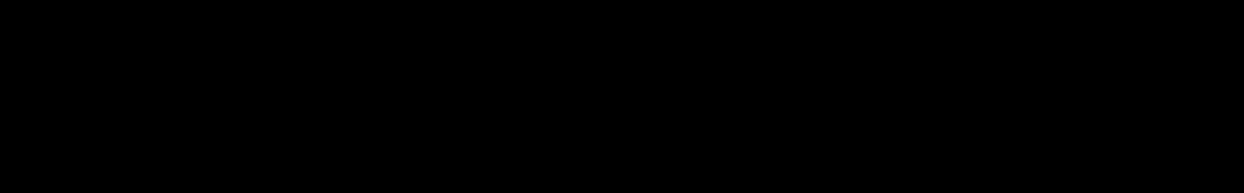
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DISCLOSURES BY COUNCILLORS AND DESIGNATED PERSONS

DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS

By: Peter Luke full name of Councillor or Designated Person	as at: 06/08/2025 return date
In respect of the period from: 01/07/2024 to: 30/06/2025 Return period	
Signed:  signature of Councillor or Designated Person	Date: 06/08/2025 date you sign this form

A. REAL PROPERTY	
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June	Nature of interest
	

B. SOURCES OF INCOME		
1. Sources of income I received from <u>an occupation</u> at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
Manager Operations	Kiama Municipal Council	
2. Sources of income I received from a trust since 30 June		
Name and address of settlor		Name and address of trustee
Nil		
3. Sources of other income I received at any time since 30 June (Include description sufficient to identify the person from whom, or the circumstances in which, that income was received)		
Nil		

C. GIFTS	
Description of each gift I received at any time since 30 June	Name and address of donor
Nil	

Item 13.2

Enclosure 1

D. CONTRIBUTIONS TO TRAVEL		
Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
Nil		

E. INTERESTS AND POSITIONS IN CORPORATIONS			
Name and address of each corporation in which I had an interest or held a position since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
Nil			

F. PROPERTY DEVELOPING
Were you a property developer or a close associate of a property developer on the return date? ☐ Yes ☒ No

G. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATIONS	
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at any time since 30 June	Description of position
Nil	

H. DEBTS
Name and address of each person to whom I was liable to pay any debt at any time since 30 June
Nil

I. DISPOSITIONS OF PROPERTY
1. Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time
Nil
2. Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property
Nil

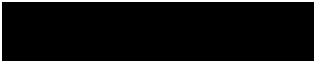
J. DISCRETIONARY DISCLOSURES
A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of the Schedule
Nil

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DISCLOSURES BY COUNCILLORS AND DESIGNATED PERSONS

DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS

By: Renee Winston <i>full name of Councillor or Designated Person</i>	as at: 15/08/2025 <i>return date</i>
In respect of the period from: 01/07/2024 to: 30/06/2025 <i>Return period</i>	
Signed:  <i>signature of Councillor or Designated Person</i>	Digitally signed by Renee Winston Date: 2025.08.15 10:56:03 +10'00' Date: 15/08/2025 <i>date you sign this form</i>

A. REAL PROPERTY	
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June	Nature of interest

B. SOURCES OF INCOME		
1. Sources of income I received from <u>an occupation</u> at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
Manager People & Performance- KMC	Kiama council - 11 Manning St Kiama 2533	nil
2. Sources of income I received from a trust since 30 June		
Name and address of settlor		Name and address of trustee
nil		nil
3. Sources of other income I received at any time since 30 June (Include description sufficient to identify the person from whom, or the circumstances in which, that income was received)		
nil		

C. GIFTS	
Description of each gift I received at any time since 30 June	Name and address of donor
nil	nil

Item 13.2

Enclosure 1

D. CONTRIBUTIONS TO TRAVEL		
<i>Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June</i>	<i>Dates on which travel was undertaken</i>	<i>Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken</i>
nil	nil	nil

E. INTERESTS AND POSITIONS IN CORPORATIONS			
<i>Name and address of each corporation in which I had an interest or held a position since 30 June</i>	<i>Nature of interest (if any)</i>	<i>Description of position (if any)</i>	<i>Description of principal objects (if any) of corporation (except in case of listed company)</i>
Gerringong Tennis Club		Treasurer	tennis club administration
Gerringong Cricket Club	committeee member	non-executive committee	cricket club administration

F. PROPERTY DEVELOPING	
Were you a property developer or a close associate of a property developer on the return date? ☐ Yes ☒ No	

G. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATIONS	
<i>Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at any time since 30 June</i>	<i>Description of position</i>
nil	nil

H. DEBTS	
<i>Name and address of each person to whom I was liable to pay any debt at any time since 30 June</i>	
ASFH Nominees - home loan	

I. DISPOSITIONS OF PROPERTY	
1. Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time	
nil	
2. Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property	
nil	

J. DISCRETIONARY DISCLOSURES	
<i>A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of the Schedule</i>	
nil	

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DISCLOSURES BY COUNCILLORS AND DESIGNATED PERSONS

DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS

By: Sally Bursell full name of Councillor or Designated Person		as at: 18/08/2025 return date
In respect of the period from: 01/07/2024 to: 30/06/2025 Return period		
Signed:  signature of Councillor or Designated Person	Digitally signed by Sally Bursell Date: 2025.08.18 14:20:45 +10'00'	Date: 18/08/2025 date you sign this form

A. REAL PROPERTY	
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June	Nature of interest

B. SOURCES OF INCOME		
1. Sources of income I received from <u>an occupation</u> at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
Manager Tourism and Events	Kiama Municipal Council	
2. Sources of income I received from a trust since 30 June		
Name and address of settlor		Name and address of trustee
NIL		
3. Sources of other income I received at any time since 30 June (Include description sufficient to identify the person from whom, or the circumstances in which, that income was received)		
NIL		

C. GIFTS	
Description of each gift I received at any time since 30 June	Name and address of donor
NIL	

Item 13.2

Enclosure 1

D. CONTRIBUTIONS TO TRAVEL		
Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
NIL		

E. INTERESTS AND POSITIONS IN CORPORATIONS			
Name and address of each corporation in which I had an interest or held a position since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
NIL			

F. PROPERTY DEVELOPING
Were you a property developer or a close associate of a property developer on the return date? ☐ Yes ☒ No

G. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATIONS	
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at any time since 30 June	Description of position
NIL	

H. DEBTS
Name and address of each person to whom I was liable to pay any debt at any time since 30 June
ANZ bank - mortgage

I. DISPOSITIONS OF PROPERTY
1. Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time
NIL
2. Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property
NIL

J. DISCRETIONARY DISCLOSURES
A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of the Schedule
NIL

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DISCLOSURES BY COUNCILLORS AND DESIGNATED PERSONS

DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS

By: Angus Brooks <i>full name of Councillor or Designated Person</i>	as at: 18/08/2025 <i>return date</i>
In respect of the period from: 01/07/2024 to: 30/06/2025 <i>Return period</i>	
Signed: <i>signature of Councillor or Designated Person</i>	Digitally signed by Angus Brooks Date: 2025-08-18 12:08+10:00 Date: 18/08/2025 <i>date you sign this form</i>

A. REAL PROPERTY	
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June	Nature of interest

B. SOURCES OF INCOME		
1. Sources of income I received from <u>an occupation</u> at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
Building Certifier	Kiama Municipal Council, 11 Manning St Kiama	
Building Certifier	Wollongong Certificates, Director, 1/60 Pioneer Rd East Corrimal	
2. Sources of income I received from a trust since 30 June		
Name and address of settlor		Name and address of trustee
Nil		
3. Sources of other income I received at any time since 30 June (Include description sufficient to identify the person from whom, or the circumstances in which, that income was received)		
Vanguard managed investments		
Various individual stock holdings		

C. GIFTS	
Description of each gift I received at any time since 30 June	Name and address of donor
Nil	

Item 13.2

Enclosure 1

D. CONTRIBUTIONS TO TRAVEL		
Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
Nil		

E. INTERESTS AND POSITIONS IN CORPORATIONS			
Name and address of each corporation in which I had an interest or held a position since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
Wollongong Certificates Pty Ltd, [REDACTED]		Director	Provide professional services

F. PROPERTY DEVELOPING
Were you a property developer or a close associate of a property developer on the return date? ☐ Yes ☒ No

G. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATIONS	
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at any time since 30 June	Description of position
Nil	

H. DEBTS
Name and address of each person to whom I was liable to pay any debt at any time since 30 June
Nil

I. DISPOSITIONS OF PROPERTY
1. Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time
Nil
2. Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property
Nil

J. DISCRETIONARY DISCLOSURES
A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of the Schedule
Nil

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DISCLOSURES BY COUNCILLORS AND DESIGNATED PERSONS

DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS

By: Darren HEWITT full name of Councillor or Designated Person	as at: 23/09/2025 return date
In respect of the period from: 01/07/2024 to: 30/06/2025 Return period	
Signed:  signature of Councillor or Designated Person	Digitally signed by Darren HEWITT Date: 2025.09.23 13:12:17 +10'00' Date: 23/09/2025 date you sign this form

A. REAL PROPERTY	
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June	Nature of interest
n/a	

B. SOURCES OF INCOME		
1. Sources of income I received from <u>an occupation</u> at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
Compliance Coordinator	Kiama Council	
2. Sources of income I received from a trust since 30 June		
Name and address of settlor		Name and address of trustee
n/a		
3. Sources of other income I received at any time since 30 June (Include description sufficient to identify the person from whom, or the circumstances in which, that income was received)		
n/a		

C. GIFTS	
Description of each gift I received at any time since 30 June	Name and address of donor
nil	

Item 13.2

Enclosure 1

D. CONTRIBUTIONS TO TRAVEL		
Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
Nil		

E. INTERESTS AND POSITIONS IN CORPORATIONS			
Name and address of each corporation in which I had an interest or held a position since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
NIL			

F. PROPERTY DEVELOPING
Were you a property developer or a close associate of a property developer on the return date? ☐ Yes ☒ No

G. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATIONS	
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at any time since 30 June	Description of position
Nil	

H. DEBTS
Name and address of each person to whom I was liable to pay any debt at any time since 30 June
Nil

I. DISPOSITIONS OF PROPERTY
1. Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time
Nil
2. Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property
Nil

J. DISCRETIONARY DISCLOSURES
A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of the Schedule
Nil

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DISCLOSURES BY COUNCILLORS AND DESIGNATED PERSONS

DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS

By: Nicholas Peter Rijsdijk <i>full name of Councillor or Designated Person</i>	as at: 18/08/2025 <i>return date</i>
In respect of the period from: 01/07/2024 to: 30/06/2025 <i>Return period</i>	
Signed:  <i>signature of Councillor or Designated Person</i>	Date: 18/08/2025 <i>date you sign this form</i>

A. REAL PROPERTY	
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June	Nature of interest

B. SOURCES OF INCOME		
1. Sources of income I received from <u>an occupation</u> at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
Compliance Officer	Kiama Municipal Council	NIL
2. Sources of income I received from a trust since 30 June		
Name and address of settlor		Name and address of trustee
NIL		
3. Sources of other income I received at any time since 30 June (Include description sufficient to identify the person from whom, or the circumstances in which, that income was received)		
NIL		

C. GIFTS	
Description of each gift I received at any time since 30 June	Name and address of donor
NIL	

Item 13.2

Enclosure 1

D. CONTRIBUTIONS TO TRAVEL		
Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
NIL		

E. INTERESTS AND POSITIONS IN CORPORATIONS			
Name and address of each corporation in which I had an interest or held a position since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
NIL			

F. PROPERTY DEVELOPING
Were you a property developer or a close associate of a property developer on the return date? ☐ Yes ☒ No

G. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATIONS	
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at any time since 30 June	Description of position
NIL	

H. DEBTS
Name and address of each person to whom I was liable to pay any debt at any time since 30 June
NIL

I. DISPOSITIONS OF PROPERTY
1. Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time
NIL
2. Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property
NIL

J. DISCRETIONARY DISCLOSURES
A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of the Schedule
NIL

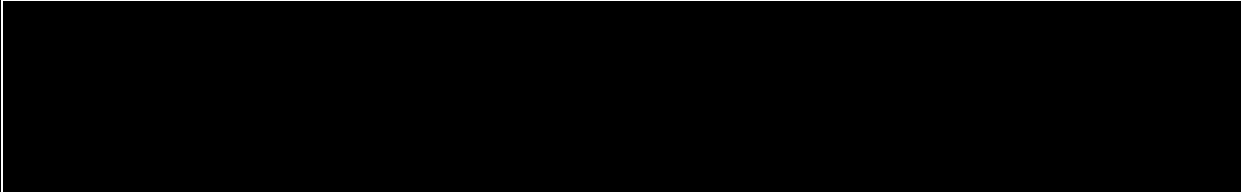
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DISCLOSURES BY COUNCILLORS AND DESIGNATED PERSONS

DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS

By: Annibale Russo full name of Councillor or Designated Person	as at: 07/08/2025 return date
In respect of the period from: 01/07/2024 to: 30/06/2025 Return period	
Signed:  signature of Councillor or Designated Person	Date: date you sign this form

A. REAL PROPERTY	
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June	Nature of interest
	

B. SOURCES OF INCOME		
1. Sources of income I received from <u>an occupation</u> at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
Ranger	Kiama Council	
Technican	Self	Nicks TV Services
2. Sources of income I received from a trust since 30 June		
Name and address of settlor		Name and address of trustee
Nil		
3. Sources of other income I received at any time since 30 June (Include description sufficient to identify the person from whom, or the circumstances in which, that income was received)		
Nil		

C. GIFTS	
Description of each gift I received at any time since 30 June	Name and address of donor
Nil	

Item 13.2

Enclosure 1

D. CONTRIBUTIONS TO TRAVEL		
Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
I dont travel.		

E. INTERESTS AND POSITIONS IN CORPORATIONS			
Name and address of each corporation in which I had an interest or held a position since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
Nil			

F. PROPERTY DEVELOPING
Were you a property developer or a close associate of a property developer on the return date? ☐ Yes ☒ No

G. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATIONS	
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at any time since 30 June	Description of position
Nil	

H. DEBTS
Name and address of each person to whom I was liable to pay any debt at any time since 30 June
Nil

I. DISPOSITIONS OF PROPERTY
1. Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time
N/A
2. Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property
N/a

J. DISCRETIONARY DISCLOSURES
A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of the Schedule
Nil

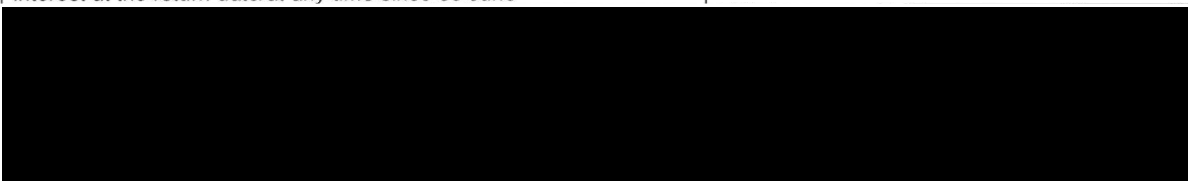
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DISCLOSURES BY COUNCILLORS AND DESIGNATED PERSONS

DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS

By: Jeff Sheppard <i>full name of Councillor or Designated Person</i>	as at: 01/09/2025 <i>return date</i>
In respect of the period from: 01/07/2025 <i>Return period</i>	to: 30/06/2026
Signed:  <i>signature of Councillor or Designated Person</i>	Date: 01/09/2025 <i>date you sign this form</i>

A. REAL PROPERTY	
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June	Nature of interest
	

B. SOURCES OF INCOME		
1. Sources of income I received from an occupation at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
Compliance Officer	Kiama Council	
2. Sources of income I received from a trust since 30 June		
Name and address of settlor	Name and address of trustee	
Nil		
3. Sources of other income I received at any time since 30 June (Include description sufficient to identify the person from whom, or the circumstances in which, that income was received)		
Nil		

C. GIFTS	
Description of each gift I received at any time since 30 June	Name and address of donor
Nil	



D. CONTRIBUTIONS TO TRAVEL		
Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
Nil		

E. INTERESTS AND POSITIONS IN CORPORATIONS			
Name and address of each corporation in which I had an interest or held a position since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
Nil			

F. PROPERTY DEVELOPING
Were you a property developer or a close associate of a property developer on the return date? ☐ Yes ☒ No

G. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATIONS	
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at any time since 30 June	Description of position
Nil	

H. DEBTS
Name and address of each person to whom I was liable to pay any debt at any time since 30 June
Nil

I. DISPOSITIONS OF PROPERTY
1. Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time
Nil
2. Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property
Nil

J. DISCRETIONARY DISCLOSURES
A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of the Schedule
Nil

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DISCLOSURES BY COUNCILLORS AND DESIGNATED PERSONS

DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS

By: Alexander Peter Woodworth <i>full name of Councillor or Designated Person</i>	as at: 13/08/2025 <i>return date</i>
In respect of the period from: 01/07/2024 to: 30/06/2025 <i>Return period</i>	
Signed: [Redacted] <i>signature of Councillor or Designated Person</i>	Date: 13/08/2025 <i>date you sign this form</i>

A. REAL PROPERTY	
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June	Nature of interest
[Redacted]	

B. SOURCES OF INCOME		
1. Sources of income I received from <u>an occupation</u> at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
Development Assessment Coordinator	11 Manning Street KIAMA NSW 2533	NIL
2. Sources of income I received from a trust since 30 June		
Name and address of settlor	Name and address of trustee	
NIL	NIL	
3. Sources of other income I received at any time since 30 June (Include description sufficient to identify the person from whom, or the circumstances in which, that income was received)		
NIL		

C. GIFTS	
Description of each gift I received at any time since 30 June	Name and address of donor
NIL	NIL

D. CONTRIBUTIONS TO TRAVEL		
<i>Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June</i>	<i>Dates on which travel was undertaken</i>	<i>Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken</i>
NIL	NIL	NIL

E. INTERESTS AND POSITIONS IN CORPORATIONS			
<i>Name and address of each corporation in which I had an interest or held a position since 30 June</i>	<i>Nature of interest (if any)</i>	<i>Description of position (if any)</i>	<i>Description of principal objects (if any) of corporation (except in case of listed company)</i>
NIL	NIL	NIL	NIL

F. PROPERTY DEVELOPING
Were you a property developer or a close associate of a property developer on the return date? ☐ Yes ☒ No

G. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATIONS	
<i>Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at any time since 30 June</i>	<i>Description of position</i>
NIL	NIL

H. DEBTS
<i>Name and address of each person to whom I was liable to pay any debt at any time since 30 June</i>
Bank of Sydney

I. DISPOSITIONS OF PROPERTY
1. Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time
NIL
2. Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property
NIL

J. DISCRETIONARY DISCLOSURES
<i>A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of the Schedule</i>
NIL

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DISCLOSURES BY COUNCILLORS AND DESIGNATED PERSONS

DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS

By: Brett Raymond Elliott <i>full name of Councillor or Designated Person</i>	as at: 14/08/2024 <i>return date</i>
In respect of the period from: 01/07/2024 to: 30/06/2025 <i>Return period</i>	
Signed:  <i>signature of Councillor or Designated Person</i>	Date: 14/08/2025 <i>date you sign this form</i>

A. REAL PROPERTY	
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June	Nature of interest

B. SOURCES OF INCOME		
1. Sources of income I received from <u>an occupation</u> at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
Town Planner	Kiama Municipal Council	N/A
2. Sources of income I received from a trust since 30 June		
Name and address of settlor	Name and address of trustee	
Nil		
3. Sources of other income I received at any time since 30 June (Include description sufficient to identify the person from whom, or the circumstances in which, that income was received)		
Nil		

C. GIFTS	
Description of each gift I received at any time since 30 June	Name and address of donor
Nil	

D. CONTRIBUTIONS TO TRAVEL		
<i>Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June</i>	<i>Dates on which travel was undertaken</i>	<i>Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken</i>
Nil		

E. INTERESTS AND POSITIONS IN CORPORATIONS			
<i>Name and address of each corporation in which I had an interest or held a position since 30 June</i>	<i>Nature of interest (if any)</i>	<i>Description of position (if any)</i>	<i>Description of principal objects (if any) of corporation (except in case of listed company)</i>
Nil			

F. PROPERTY DEVELOPING
Were you a property developer or a close associate of a property developer on the return date? ☐ Yes ☒ No

G. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATIONS	
<i>Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at any time since 30 June</i>	<i>Description of position</i>
Nil	

H. DEBTS
<i>Name and address of each person to whom I was liable to pay any debt at any time since 30 June</i>
Nil

I. DISPOSITIONS OF PROPERTY
1. Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time
Nil
2. Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property
Nil

J. DISCRETIONARY DISCLOSURES
<i>A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of the Schedule</i>
Nil

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DISCLOSURES BY COUNCILLORS AND DESIGNATED PERSONS

DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS

By: Rochelle Nash <i>full name of Councillor or Designated Person</i>	as at: 18/08/2025 <i>return date</i>
In respect of the period from: 01/07/2024 to: 30/06/2025 <i>Return period</i>	
Signed:  <i>signature of Councillor or Designated Person</i>	Date: 18/08/2025 <i>date you sign this form</i>

A. REAL PROPERTY	
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June	Nature of interest

B. SOURCES OF INCOME		
1. Sources of income I received from <u>an occupation</u> at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
Development Assessment Officer	Kiama Municipal Council, 11 Manning St, Kiama 2533	
2. Sources of income I received from a trust since 30 June		
Name and address of settlor		Name and address of trustee
Nil		
3. Sources of other income I received at any time since 30 June (Include description sufficient to identify the person from whom, or the circumstances in which, that income was received)		
Nil		

C. GIFTS	
Description of each gift I received at any time since 30 June	Name and address of donor
Nil	

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D. CONTRIBUTIONS TO TRAVEL		
Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
Nil		

E. INTERESTS AND POSITIONS IN CORPORATIONS			
Name and address of each corporation in which I had an interest or held a position since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
Nil			

F. PROPERTY DEVELOPING
Were you a property developer or a close associate of a property developer on the return date? ☐ Yes ☒ No

G. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATIONS	
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at any time since 30 June	Description of position
Planning Institute of Australia	Affiliate Member
NSW Liberal Party	Branch Member

H. DEBTS
Name and address of each person to whom I was liable to pay any debt at any time since 30 June
HECS/SSL - Services Australia, GPO BOX 9822, Canberra ACT 2610

I. DISPOSITIONS OF PROPERTY
1. Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time
Nil
2. Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property
Nil

J. DISCRETIONARY DISCLOSURES
A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of the Schedule
Nil

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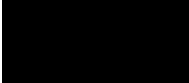


DISCLOSURES BY COUNCILLORS AND DESIGNATED PERSONS

DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS

By: <u>Nirnay Lakshman</u> full name of Councillor or Designated Person	as at: <u>1/10/25</u> return date
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In respect of the period from: <u>01/07/2024</u>	to: <u>30/06/2025</u>
Return period	

Signed:  signature of Councillor or Designated Person	Date: <u>01/10/25</u> date you sign this form
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A. REAL PROPERTY	
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June	Nature of interest
<u>N/A</u>	

B. SOURCES OF INCOME		
1. Sources of income I received from <u>an occupation</u> at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
<u>NIL</u>	<u>NIL</u>	<u>NIL</u>
2. Sources of income I received from a trust since 30 June		
Name and address of settlor	Name and address of trustee	
<u>NIL</u>	<u>NIL</u>	
3. Sources of other income I received at any time since 30 June (Include description sufficient to identify the person from whom, or the circumstances in which, that income was received)		
<u>NIL</u>		

C. GIFTS	
Description of each gift I received at any time since 30 June	Name and address of donor
<u>NIL</u>	<u>NIL</u>

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D. CONTRIBUTIONS TO TRAVEL		
Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
NIL	NIL	NIL

E. INTERESTS AND POSITIONS IN CORPORATIONS			
Name and address of each corporation in which I had an interest or held a position since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
C3 haven Community Church (located in depto)	volunteer	Voluntary board member	NIL

F. PROPERTY DEVELOPING
Were you a property developer or a close associate of a property developer on the return date? ☐ Yes ☒ No

G. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATIONS	
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at any time since 30 June	Description of position
NIL	NIL

H. DEBTS
Name and address of each person to whom I was liable to pay any debt at any time since 30 June
NIL

I. DISPOSITIONS OF PROPERTY
1. Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time
NIL
2. Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property
NIL

J. DISCRETIONARY DISCLOSURES
A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of the Schedule
Secondary employment -> volunteer board member -> @ C3 haven Church -> located in depto.

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DISCLOSURES BY COUNCILLORS AND DESIGNATED PERSONS

DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS

By: Matthew Allard <i>full name of Councillor or Designated Person</i>	as at: 19/08/2025 <i>return date</i>
In respect of the period from: 01/07/2024 to: 30/06/2025 <i>Return period</i>	
Signed [Redacted Signature] <i>signature of Councillor or Designated Person</i>	Digitally signed by Matthew Allard Date: 2025.08.19 09:10:27 +10'00' Date: 19/08/2025 <i>date you sign this form</i>

A. REAL PROPERTY	
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June	Nature of interest
[Redacted Content]	

B. SOURCES OF INCOME		
1. Sources of income I received from <u>an occupation</u> at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
Development Officer	Kiama Council - 11 Manning Street Kiama	
2. Sources of income I received from a trust since 30 June		
Name and address of settlor		Name and address of trustee
NIL		
3. Sources of other income I received at any time since 30 June (Include description sufficient to identify the person from whom, or the circumstances in which, that income was received)		
NIL		

C. GIFTS	
Description of each gift I received at any time since 30 June	Name and address of donor
NIL	

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D. CONTRIBUTIONS TO TRAVEL		
Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
NIL		

E. INTERESTS AND POSITIONS IN CORPORATIONS			
Name and address of each corporation in which I had an interest or held a position since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
NIL			

F. PROPERTY DEVELOPING
Were you a property developer or a close associate of a property developer on the return date? ☐ Yes ☒ No

G. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATIONS	
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at any time since 30 June	Description of position
NIL	

H. DEBTS
Name and address of each person to whom I was liable to pay any debt at any time since 30 June
NIL

I. DISPOSITIONS OF PROPERTY
1. Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time
NIL
2. Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property
NIL

J. DISCRETIONARY DISCLOSURES
A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of the Schedule
NIL

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DISCLOSURES BY COUNCILLORS AND DESIGNATED PERSONS

DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS

By: Timothy O'Keeffe <i>full name of Councillor or Designated Person</i>	as at: 08/08/2025 <i>return date</i>
In respect of the period from: 01/07/2024 to: 30/06/2025 <i>Return period</i>	
Signed: [Redacted Signature] <i>signature of Councillor or Designated Person</i>	Digitally signed by Timothy O'Keeffe Date: 2025.08.08 09:00:54 +10'00' Date: 08/08/2025 <i>date you sign this form</i>

A. REAL PROPERTY	
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June	Nature of interest
[Redacted Content]	

B. SOURCES OF INCOME		
1. Sources of income I received from <u>an occupation</u> at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
Environmental Health Officer	Kiama Municipal Council	
2. Sources of income I received from a trust since 30 June		
Name and address of settlor		Name and address of trustee
nil		
3. Sources of other income I received at any time since 30 June (Include description sufficient to identify the person from whom, or the circumstances in which, that income was received)		
nil		

C. GIFTS	
Description of each gift I received at any time since 30 June	Name and address of donor
nil	

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D. CONTRIBUTIONS TO TRAVEL		
Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
nil		

E. INTERESTS AND POSITIONS IN CORPORATIONS			
Name and address of each corporation in which I had an interest or held a position since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
nil			

F. PROPERTY DEVELOPING
Were you a property developer or a close associate of a property developer on the return date? ☐ Yes ☒ No

G. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATIONS	
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at any time since 30 June	Description of position
nil	

H. DEBTS
Name and address of each person to whom I was liable to pay any debt at any time since 30 June
nil

I. DISPOSITIONS OF PROPERTY
1. Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time
nil
2. Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property
nil

J. DISCRETIONARY DISCLOSURES
A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of the Schedule
nil

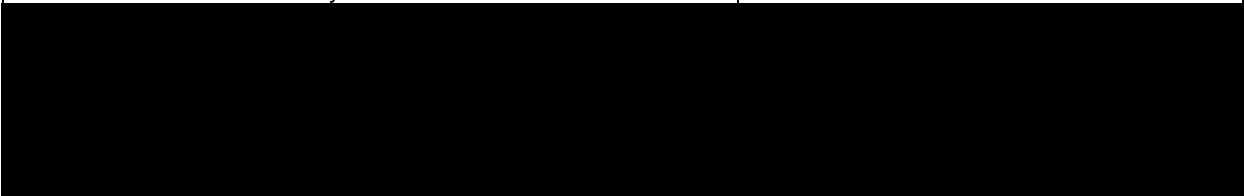
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DISCLOSURES BY COUNCILLORS AND DESIGNATED PERSONS

DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS

By: Terrianne Hart full name of Councillor or Designated Person	as at: 17/02/2025 return date
In respect of the period from: 01/07/2024 to: 30/06/2025 Return period	
Signed:  signature of Councillor or Designated Person	Date: 20/08/2025 date you sign this form

A. REAL PROPERTY	
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June	Nature of interest
	

B. SOURCES OF INCOME		
1. Sources of income I received from <u>an occupation</u> at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
Holiday Park coordinator	11 Manning st Kiama 2533	
2. Sources of income I received from a trust since 30 June		
Name and address of settlor		Name and address of trustee
NA		
3. Sources of other income I received at any time since 30 June (Include description sufficient to identify the person from whom, or the circumstances in which, that income was received)		
NA		

C. GIFTS	
Description of each gift I received at any time since 30 June	Name and address of donor
None	

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D. CONTRIBUTIONS TO TRAVEL		
Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
NA		

E. INTERESTS AND POSITIONS IN CORPORATIONS			
Name and address of each corporation in which I had an interest or held a position since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
Kiama Municipal Council		Holiday Parks Coordinator	

F. PROPERTY DEVELOPING
Were you a property developer or a close associate of a property developer on the return date? ☐ Yes ☒ No

G. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATIONS	
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at any time since 30 June	Description of position
None	

H. DEBTS
Name and address of each person to whom I was liable to pay any debt at any time since 30 June
None

I. DISPOSITIONS OF PROPERTY
1. Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time
Nil
2. Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property
Nil

J. DISCRETIONARY DISCLOSURES
A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of the Schedule
Nil

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DISCLOSURES BY COUNCILLORS AND DESIGNATED PERSONS

DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS

By: Judee Lynne Wells full name of Councillor or Designated Person	as at: 19/08/2025 return date
In respect of the period from: 01/07/2024 to: 30/06/2025 Return period	
Signed: [Redacted Signature] signature of Councillor or Designated Person	Date: [Redacted Date] date you sign this form

A. REAL PROPERTY	
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June	Nature of interest
Nil	

B. SOURCES OF INCOME		
1. Sources of income I received from <u>an occupation</u> at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
Planning Reform Officer		
2. Sources of income I received from a trust since 30 June		
Name and address of settlor		Name and address of trustee
Nil		
3. Sources of other income I received at any time since 30 June (Include description sufficient to identify the person from whom, or the circumstances in which, that income was received)		
Nil		

C. GIFTS	
Description of each gift I received at any time since 30 June	Name and address of donor
Nil	

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D. CONTRIBUTIONS TO TRAVEL		
Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
Nil		

E. INTERESTS AND POSITIONS IN CORPORATIONS			
Name and address of each corporation in which I had an interest or held a position since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
Nil			

F. PROPERTY DEVELOPING
Were you a property developer or a close associate of a property developer on the return date? ☐ Yes ☒ No

G. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATIONS	
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at any time since 30 June	Description of position
Nil	

H. DEBTS
Name and address of each person to whom I was liable to pay any debt at any time since 30 June
Nil

I. DISPOSITIONS OF PROPERTY
1. Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time
Nil
2. Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property
Nil

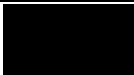
J. DISCRETIONARY DISCLOSURES
A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of the Schedule
Nil

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DISCLOSURES BY COUNCILLORS AND DESIGNATED PERSONS

DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS

By: Bindy Laneyrie <i>full name of Councillor or Designated Person</i>	as at: 18/08/2025 <i>return date</i>
In respect of the period from: 01/07/2024 to: 30/06/2025 <i>Return period</i>	
Signed:  <i>signature of Councillor or Designated Person</i>	Digitally signed by Bindy Date: 2025.08.18 10:46:49 +10'00' Date: 18/08/2025 <i>date you sign this form</i>

A. REAL PROPERTY	
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June	Nature of interest

B. SOURCES OF INCOME		
1. Sources of income I received from an occupation at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
Applications Lodgement Officer	Kiama Municipal Council	NIL
Administration	Laneyrie Electrical Pty Ltd	NIL
2. Sources of income I received from a trust since 30 June		
Name and address of settlor		Name and address of trustee
NIL		NIL
NIL		NIL
3. Sources of other income I received at any time since 30 June (Include description sufficient to identify the person from whom, or the circumstances in which, that income was received)		
NIL		
NIL		

C. GIFTS	
Description of each gift I received at any time since 30 June	Name and address of donor
NIL	NIL
NIL	NIL

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D. CONTRIBUTIONS TO TRAVEL		
Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
NIL	NIL	NIL

E. INTERESTS AND POSITIONS IN CORPORATIONS			
Name and address of each corporation in which I had an interest or held a position since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
Laneyrie Electrical Pty Ltd - [REDACTED]		Administration	NIL

F. PROPERTY DEVELOPING
Were you a property developer or a close associate of a property developer on the return date? ☐ Yes ☒ No

G. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATIONS	
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at any time since 30 June	Description of position
NIL	NIL

H. DEBTS
Name and address of each person to whom I was liable to pay any debt at any time since 30 June
NIL
NIL

I. DISPOSITIONS OF PROPERTY
1. Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time
NIL
NIL
2. Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property

J. DISCRETIONARY DISCLOSURES
A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of the Schedule
NIL

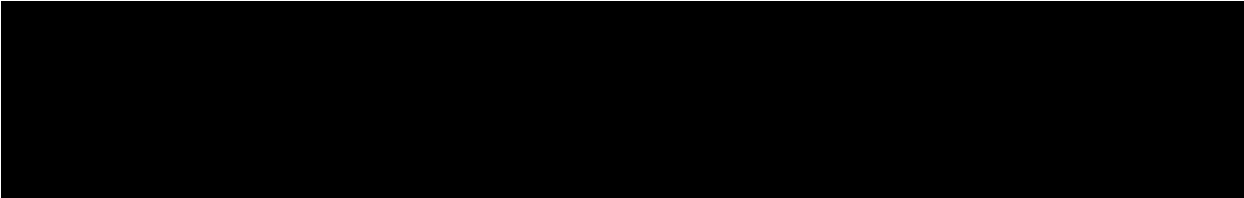
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DISCLOSURES BY COUNCILLORS AND DESIGNATED PERSONS

DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS

By: Tracey Maguire full name of Councillor or Designated Person		as at: 06/08/2025 return date
In respect of the period from: 01/07/2024 to: 30/06/2025 Return period		
Signed:  signature of Designated Person	Date: 06/08/2025 date you sign this form	

A. REAL PROPERTY	
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June	Nature of interest
	

B. SOURCES OF INCOME		
1. Sources of income I received from <u>an occupation</u> at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
Procurement Coordinator	Kiama Municipal Council, 11 Manning St, Kiama	
2. Sources of income I received from a trust since 30 June		
Name and address of settlor		Name and address of trustee
NIL		
3. Sources of other income I received at any time since 30 June (Include description sufficient to identify the person from whom, or the circumstances in which, that income was received)		
NIL		

C. GIFTS	
Description of each gift I received at any time since 30 June	Name and address of donor
NIL	

Item 13.2

Enclosure 1

D. CONTRIBUTIONS TO TRAVEL		
Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
NIL		

E. INTERESTS AND POSITIONS IN CORPORATIONS			
Name and address of each corporation in which I had an interest or held a position since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
NIL			

F. PROPERTY DEVELOPING
Were you a property developer or a close associate of a property developer on the return date? ☐ Yes ☒ No

G. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATIONS	
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at any time since 30 June	Description of position
NIL	

H. DEBTS
Name and address of each person to whom I was liable to pay any debt at any time since 30 June
NIL

I. DISPOSITIONS OF PROPERTY
1. Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time
NIL
2. Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property
NIL

J. DISCRETIONARY DISCLOSURES
A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of the Schedule
NIL

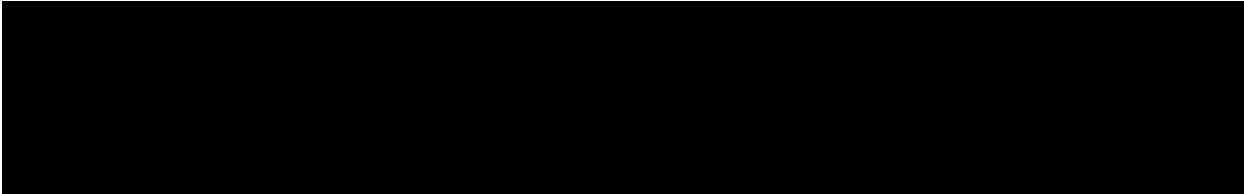
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DISCLOSURES BY COUNCILLORS AND DESIGNATED PERSONS

DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS

By: Carla D'Amato <i>full name of Councillor or Designated Person</i>	as at: 18/08/2025 <i>return date</i>
In respect of the period from: 01/07/2024 to: 30/06/2025 <i>Return period</i>	
Signed  <i>signature of Councillor or Designated Person</i>	Digitally signed by Carla D'Amato Date: 2025.08.18 13:42:56 +10'00' Date: 18/08/2025 <i>date you sign this form</i>

A. REAL PROPERTY	
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June	Nature of interest
	

B. SOURCES OF INCOME		
1. Sources of income I received from <u>an occupation</u> at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
Revenue Coordinator	Kiama Municipal Council	
2. Sources of income I received from a trust since 30 June		
Name and address of settlor		Name and address of trustee
NIL		
3. Sources of other income I received at any time since 30 June (Include description sufficient to identify the person from whom, or the circumstances in which, that income was received)		
NIL		

C. GIFTS	
Description of each gift I received at any time since 30 June	Name and address of donor
NIL	

Item 13.2

Enclosure 1

D. CONTRIBUTIONS TO TRAVEL		
Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
NIL		

E. INTERESTS AND POSITIONS IN CORPORATIONS			
Name and address of each corporation in which I had an interest or held a position since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
NIL			

F. PROPERTY DEVELOPING
Were you a property developer or a close associate of a property developer on the return date? ☐ Yes ☒ No

G. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATIONS	
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at any time since 30 June	Description of position
NIL	

H. DEBTS
Name and address of each person to whom I was liable to pay any debt at any time since 30 June
NIL

I. DISPOSITIONS OF PROPERTY
1. Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time
NIL
2. Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property
NIL

J. DISCRETIONARY DISCLOSURES
A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of the Schedule
NIL

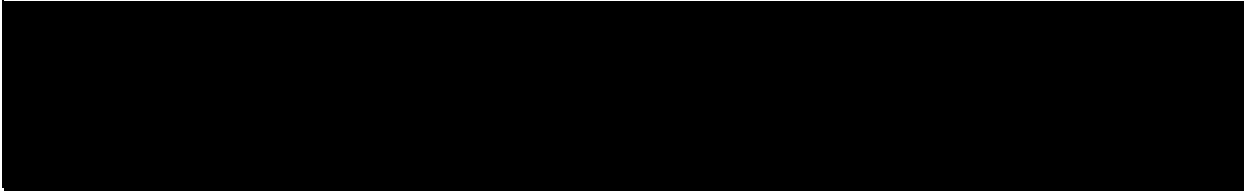
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DISCLOSURES BY COUNCILLORS AND DESIGNATED PERSONS

DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS

By: Peter Kevin Timmins <i>full name of Councillor or Designated Person</i>	as at: 06/08/2025 <i>return date</i>
In respect of the period from: 01/07/2024 to: 30/06/2025 <i>Return period</i>	
Signed:  <i>signature of Councillor or Designated Person</i>	Date: 06/08/2025 <i>date you sign this form</i>

A. REAL PROPERTY	
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June	Nature of interest
	

B. SOURCES OF INCOME		
1. Sources of income I received from an occupation at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
Business Analyst Lead – Property and Rating	Business Analyst Lead – Property and Rating	
2. Sources of income I received from a trust since 30 June		
Name and address of settlor		Name and address of trustee
Nil		
3. Sources of other income I received at any time since 30 June (Include description sufficient to identify the person from whom, or the circumstances in which, that income was received)		
Nil		

C. GIFTS	
Description of each gift I received at any time since 30 June	Name and address of donor
Nil	

Item 13.2

Enclosure 1

D. CONTRIBUTIONS TO TRAVEL		
Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
Nil		

E. INTERESTS AND POSITIONS IN CORPORATIONS			
Name and address of each corporation in which I had an interest or held a position since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
Nil			

F. PROPERTY DEVELOPING
Were you a property developer or a close associate of a property developer on the return date? ☐ Yes ☒ No

G. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATIONS	
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at any time since 30 June	Description of position
Nil	

H. DEBTS
Name and address of each person to whom I was liable to pay any debt at any time since 30 June
Nil

I. DISPOSITIONS OF PROPERTY
1. Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time
Nil
2. Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property
Nil

J. DISCRETIONARY DISCLOSURES
A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of the Schedule
Nil

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DISCLOSURES BY COUNCILLORS AND DESIGNATED PERSONS

DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS

By: Melissa Edith Ballinger <i>full name of Councillor or Designated Person</i>	as at: 30/06/2025 <i>return date</i>
In respect of the period from: 01/07/2024 to: 30/06/2025 <i>Return period</i>	
Signed: [Redacted Signature] <i>signature of Councillor or Designated Person</i>	Digitally signed by Melissa Ballinger Date: 2025.08.15 15:36:06 +10'00' Date: 15/08/2025 <i>date you sign this form</i>

A. REAL PROPERTY	
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June	Nature of interest
[Redacted Content]	

B. SOURCES OF INCOME		
1. Sources of income I received from <u>an occupation</u> at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
Strategic Planning Coordinator	Kiama Municipal Council - 11 Manning Street, Kiama NSW 2533	
2. Sources of income I received from a trust since 30 June		
Name and address of settlor		Name and address of trustee
Nil		
3. Sources of other income I received at any time since 30 June (Include description sufficient to identify the person from whom, or the circumstances in which, that income was received)		
Nil		

C. GIFTS	
Description of each gift I received at any time since 30 June	Name and address of donor
Nil	

Item 13.2

Enclosure 1

D. CONTRIBUTIONS TO TRAVEL		
Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
Nil		

E. INTERESTS AND POSITIONS IN CORPORATIONS			
Name and address of each corporation in which I had an interest or held a position since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
Nil			

F. PROPERTY DEVELOPING
Were you a property developer or a close associate of a property developer on the return date? ☐ Yes ☒ No

G. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATIONS	
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at any time since 30 June	Description of position
Nil	

H. DEBTS
Name and address of each person to whom I was liable to pay any debt at any time since 30 June
Nil

I. DISPOSITIONS OF PROPERTY
1. Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time
Nil
2. Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property
Nil

J. DISCRETIONARY DISCLOSURES
A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of the Schedule
Nil

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DISCLOSURES BY COUNCILLORS AND DESIGNATED PERSONS ANNUAL RETURN

DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS

Item 13.2

Enclosure 1

By: David Pendleton		
full name of Councillor or Designated Person		
In respect of the period from:	1 July 2024	to: 30 June 2025
return period		
Signed:	Digitally signed by David Pendleton Date: 2025.08.20 13:51:51 +10'00'	Date: 20/08/2025
signature of Councillor or Designated Person		date you sign this form

A. REAL PROPERTY	
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June	Nature of interest

B. SOURCES OF INCOME		
1. Sources of income I received from <u>an occupation</u> at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
Independent Audit Committee Member - R		
2. Sources of income I received from a trust since 30 June		
Name and address of settlor	Name and address of trustee	
3. Sources of other income I received at any time since 30 June (Include description sufficient to identify the person from whom, or the circumstances in which, that income was received)		
NIL		

C. GIFTS	
Description of each gift I received at any time since 30 June	Name and address of donor
Superannuation Returns	

D. CONTRIBUTIONS TO TRAVEL		
Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
N/A		

E. INTERESTS AND POSITIONS IN CORPORATIONS			
Name and address of each corporation in which I had an interest or held a position since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
NIL			

F. PROPERTY DEVELOPING
Were you a property developer or a close associate of a property developer on the return date? NO

G. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATIONS	
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at any time since 30 June	Description of position
NIL	

H. DEBTS
Name and address of each person to whom I was liable to pay any debt at any time since 30 June
NIL

I. DISPOSITIONS OF PROPERTY
1. Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time
NIL
2. Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property
NIL

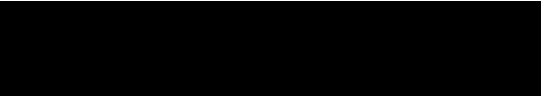
J. DISCRETIONARY DISCLOSURES
A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of the Schedule
Ind Chair, Wodonga City Council ARC/ Ind Member, Parramatta CC ARIC/ Ind Chair, Ryde CC/ Ind Mem, Canterbury-Bankstown C/
Ind Chair, The Hills SC ARIC, Ind Member, NSW Office of Sport Audit ARC, Ind Chair, Maitland CC ARIC, Ind Member, NSW Reconstruction ARC

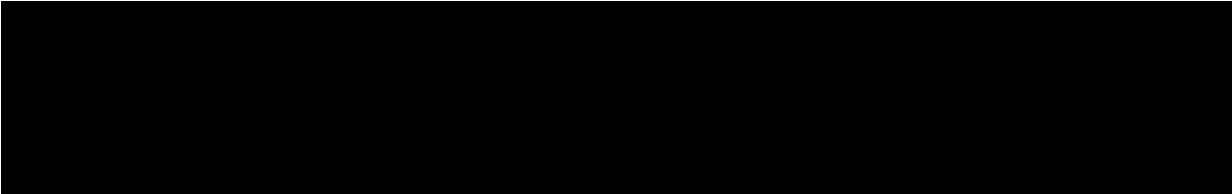




DISCLOSURES BY COUNCILLORS AND DESIGNATED PERSONS

DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS

By: JAMES MITCHELL full name of Councillor or Designated Person	as at: 25-8-2025 return date
In respect of the period from: 01/07/2024 to: 30/06/2025 Return period	
Signed: 	Date: 25-8-2025 date you sign this form

A. REAL PROPERTY	
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June	Nature of interest
	

B. SOURCES OF INCOME		
1. Sources of income I received from an occupation at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
Audit & Risk Committee	Canterbury Bankstown Council	—
2. Sources of income I received from a trust since 30 June		
Name and address of settlor	Name and address of trustee	
Nil	—	
3. Sources of other income I received at any time since 30 June (Include description sufficient to identify the person from whom, or the circumstances in which, that income was received)		
Nil		

C. GIFTS	
Description of each gift I received at any time since 30 June	Name and address of donor
Nil	—

Item 13.2

Enclosure 1

D. CONTRIBUTIONS TO TRAVEL		
Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
Nil	—	

E. INTERESTS AND POSITIONS IN CORPORATIONS			
Name and address of each corporation in which I had an interest or held a position since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
Nil	—		

F. PROPERTY DEVELOPING	
Were you a property developer or a close associate of a property developer on the return date? ☐ Yes ☒ No	

G. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATIONS	
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at any time since 30 June	Description of position
Nil	—

H. DEBTS	
Name and address of each person to whom I was liable to pay any debt at any time since 30 June	
Commonwealth Bank - Mastercard.	

I. DISPOSITIONS OF PROPERTY	
1. Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time	
Nil	
2. Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property	
Nil	

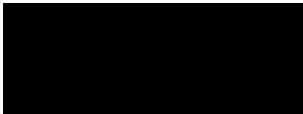
J. DISCRETIONARY DISCLOSURES	
A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of the Schedule	
Nil	

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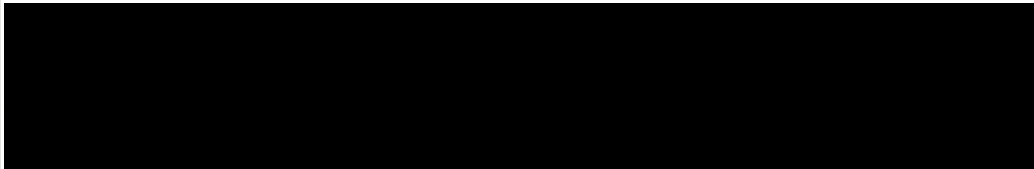
 **KIAMA MUNICIPAL COUNCIL**

DISCLOSURES BY COUNCILLORS AND DESIGNATED PERSONS

DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS

By: Rhonda Wheatley full name of Councillor or Designated Person	as at: 30/06/2025 return date
In respect of the period from: 01/07/2024 Return period	to: 30/06/2025
Signed:  Designated Person	Date: 05/08/2025 date you sign this form

A. REAL PROPERTY

Street address of each parcel of real property in which I had an interest as at 30 June	Nature of interest
	

B. SOURCES OF INCOME

1. Sources of income I received from an occupation at any time since 30 June + Discretionary Income Item J

Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
CEO	FAIRHAVEN Services Point Clare	n/a
Independent member ARIC	Hawkesbury City Council Windsor	n/a

2. Sources of income I received from a trust since 30 June

Name and address of settlor	Name and address of trustee
NIL	

3. Sources of other income I received at any time since 30 June
(Include description sufficient to identify the person from whom, or the circumstances in which, that income was received)

nil

C. GIFTS

Description of each gift I received at any time since 30 June	Name and address of donor
nil	

All correspondence Chief Executive Officer PO Box 75 Kiama NSW 2533
Contacts P (02) 4232 0444 E council@kiama.nsw.gov.au W www.kiama.nsw.gov.au 11 Manning Street Kiama NSW 2533
RESPECT • INTEGRITY • INNOVATION • TEAMWORK • EXCELLENCE ABN 22 379 679 108

Item 13.2

Enclosure 1

D. CONTRIBUTIONS TO TRAVEL		
Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
nil		

E. INTERESTS AND POSITIONS IN CORPORATIONS			
Name and address of each corporation in which I had an interest or held a position since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
Amtech Institute P/L, Brisbane		Director	Higher Education Institute

F. PROPERTY DEVELOPING

Were you a property developer or a close associate of a property developer on the return date? ☐ Yes ☒ No

G. POSITIONS IN TRADE UNIONS AND PROFESSIONAL OR BUSINESS ASSOCIATIONS	
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at any time since 30 June	Description of position
nil	

H. DEBTS

Name and address of each person to whom I was liable to pay any debt at any time since 30 June

nil

I. DISPOSITIONS OF PROPERTY

1. Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time

nil

2. Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property

nil

J. DISCRETIONARY DISCLOSURES

A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of the Schedule

Independent ARIC Member - Queanbeyan Regional Council Queanbeyan; Nth Sydney Council; Campbelltown City Council; NSW Ministry of Health & Sydney Institute of technology and Innovation.

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Item 13.2

Enclosure 1

How to contact Council

Post CEO

Kiama Municipal Council
PO Box 75
Kiama NSW 2533

Telephone

+61 (02) 4232 0444

Online

Email: council@kiama.nsw.gov.au
Website: www.kiama.nsw.gov.au

Office hours

Our Administration Building located at

11 Manning Street Kiama is open 8.45 am to 4.15 pm
Monday to Friday (excluding public holidays)



KIAMA MUNICIPAL COUNCIL
your council, your community



Code of Meeting Practice

Item 13.3

Enclosure 1



RESPECT



INNOVATION



INTEGRITY



TEAMWORK



EXCELLENCE

Date adopted	[insert Council Meeting date]
Resolution number	[insert Resolution Number]
Next review dated	[insert next review date]
Department	Office of the CEO
Author	Public Officer
TRIM	25/95031

Item 13.3

Enclosure 1

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1. Introduction

Kiama Municipal Council's Code of Meeting Practice (the Code) is based on the Model Code of Meeting Practice 2025 issued by the Office of Local Government for Local Councils in NSW (the Model Meeting Code) and is made under section 360 of the *Local Government Act 1993* (the Act) and the *Local Government (General) Regulation 2005* (the Regulation).

The 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 the Model Meeting Code.

2. Meeting principles

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

On the third Tuesday of each month (February to December) at 5 pm in the Council Chambers, Administration Centre, 11 Manning Street Kiama.

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.

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 is to be published before the meeting takes place. The notice must be published on 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.
- 3.7 Council may from time to time resolve to hold ordinary meetings of council at other locations within the Municipality.
- 3.8 Proceedings at a meeting of council or a committee are not invalidated because of failure to give notice of the meeting to any councillor or committee member.

Notice to councillors of ordinary council meetings

- 3.9 The Chief Executive Officer (CEO) 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 3.9 reflects section 367(1) of the Act.

- 3.10 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 3.10 reflects section 367(3) of the Act.

Notice to councillors of extraordinary meetings

- 3.11 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 3.11 reflects section 367(2) of the Act.

Giving notice of business to be considered at council meetings

- 3.12 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 to the CEO not later than 12 noon on Monday in the week preceding the meeting (ie one (1) week and one (1) day prior to the meeting).
- 3.13 A councillor may, in writing to the CEO, 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.
- 3.14 If the CEO 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 CEO 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.
- 3.15 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 CEO must either:
- (a) 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
 - (b) 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

- 3.16 A councillor may, by way of a notice submitted under clause 3.12, ask a question for response by the CEO about the performance or operations of the council.
- 3.17 A councillor is not permitted to ask a question with notice under clause 3.16 that would constitute an act of disorder.
- 3.18 The CEO or their nominee may respond to a question with notice submitted under clause 3.16 by way of a report included in the business papers for the relevant meeting of the council.

Agenda and business papers for ordinary meetings

- 3.19 The CEO 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.
- 3.20 The CEO 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 3.12.

- 3.21 Nothing in clause 3.20 limits the powers of the mayor to put a mayoral minute to a meeting under clause 9.7.
- 3.22 The CEO 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 CEO, the business is, or the implementation of the business would be, unlawful. The CEO must report, without giving details of the item of business, any such exclusion to the next meeting of the council.
- 3.23 Where the agenda includes the receipt of information or discussion of other matters that, in the opinion of the CEO, is likely to take place when the meeting is closed to the public, the CEO 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 3.23 reflects section 9(2A) (a) of the Act.

- 3.24 The CEO must ensure that the details of any item of business which, in the opinion of the CEO, 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.

Statement of ethical obligations

- 3.25 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.

The following statement will be included in Business Papers and read out at Council meetings –

Councillors are reminded of their oaths or affirmations of office under section 233A of the Act and their obligations under the Code of Conduct to disclose and appropriately manage any conflicts of interest.

Availability of the agenda and business papers to the public

- 3.26 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 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 3.26 reflects section 9(2) and (4) of the Act.

- 3.27 Clause 3.26 does not apply to the business papers for items of business identified under clause 3.23 as being likely to be considered when the meeting is closed to the public.

Note: Clause 3.27 reflects section 9(2A)(b) of the Act.

- 3.28 For the purposes of clause 3.26, copies of agendas and business papers must be published on 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 3.28 reflects section 9(3) of the Act.

- 3.29 A copy of an agenda, or of an associated business paper made available under clause 3.26, may in addition be given or made available in electronic form unless the council determines otherwise.

Note: Clause 3.29 reflects section 9(5) of the Act.

Agenda and business papers for extraordinary meetings

- 3.30 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.
- 3.31 Nothing in clause 3.30 limits the powers of the mayor to put a mayoral minute to an extraordinary meeting without notice under clause 9.7.
- 3.32 Despite clause 3.30, business may be considered at an extraordinary meeting of the council at which all councillors are present, even though due notice of the business has not been given, 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.
- 3.33 A motion moved under clause 3.32 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 3.32, and the chairperson, if they are not the mover of the motion, can speak to the motion before it is put.
- 3.34 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 3.32 and the chairperson also rules that the business is urgent and requires a decision by the council before the next scheduled ordinary meeting.
- 3.35 A motion of dissent cannot be moved against a ruling of the chairperson under clause 3.32 on whether a matter is urgent.

Prohibition of pre-meeting briefing sessions

- 3.36 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 3.36 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.

- 3.37 Nothing in clause 3.36 prevents a councillor from requesting information from the CEO 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.

Late items

- 3.38 As circumstances necessitate, reports not listed for consideration on the business paper may be tabled at an ordinary meeting. The CEO is authorised to submit late agenda items.
- 3.39 Late reports should only be brought forward in the case of necessity and are to be forwarded to councillors via email no later than 12 noon on the day prior to the meeting at which the item is to be considered.
- 3.40 For matters not listed on the agenda of meetings and where less than three (3) days' notice has been provided, a motion of urgency will need to be passed by the council prior to the matter being considered. The motion of urgency is to include the reason why the matter is considered to be urgent.

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 Public Forums in relation to ordinary meetings will occur the evening prior to the ordinary meeting, from 5 pm to 6.30 pm (or as close thereto as possible). Where the evening prior to the ordinary meeting is a public holiday, the public forum will be held prior to the council meeting commencing at 5 pm.
- 4.3 The provisions of this code requiring the livestreaming of meetings also apply to public forums.
- 4.4 Public forums are to be chaired by the mayor or their nominee.
- 4.5 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 between 9.30am on the Friday preceding the meeting (or three (3) days before in the case of an extraordinary meeting) and 2 pm on the day prior to the day of the council meeting. When the evening prior to the ordinary meeting is a public holiday, public forum registration will close at 11 am on the day of the council meeting. Applicants must clearly identify the item of business on the agenda of the council meeting they wish to speak on, and whether they wish to speak 'for' or 'against' the recommendation.
- 4.6 A person may apply to speak on no more two (2) items of business on the agenda of the council meeting.
- 4.7 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.
- 4.8 The CEO or their delegate may refuse an application to speak at a public forum. The CEO or their delegate must give reasons in writing for a decision to refuse an application.

- 4.9 No more than one time slot to speak 'for' and no more than one time slot to speak 'against' a recommendation for an item of business on the agenda is permitted. A maximum of 12 x 5 minute time slots will be granted for a public forum. A total period of up to 90 minutes is normally allocated for a public forum.
- 4.10 If more than the permitted number of speakers apply to speak 'for' or 'against' any recommendation for an item of business, the CEO or their delegate may request the speakers to nominate from among themselves the persons who are to address the council on the item of business. If the speakers are not able to agree on whom to nominate to address the council, the CEO or their delegate is to determine who will address the council.
- 4.11 If more than the permitted number of speakers apply to speak 'for' or 'against' any recommendation, the CEO or their delegate may, in consultation with the mayor or the mayor's nominated chairperson, increase the number of speakers permitted to speak on an item of business, where they are satisfied that it is necessary to do so to allow the council to hear a fuller range of views on the relevant item of business.
- 4.12 Approved speakers at the public forum that have any written, visual or audio material to be presented in support of their address are to lodge such material and to identify any equipment needs by 2 pm on the day of the public forum. The CEO or their delegate may refuse to allow such material to be presented.
- Note that when dealing with development applications, no new information is to be introduced during the public forum. Written material is not to be circulated at the meeting but will be circulated to all councillors if it is received by council before 2 pm on the day of the public forum, or when the public forum is to be part of the ordinary meeting, before 11 am on the day of the meeting.
- 4.13 The CEO or their delegate is to determine the order of speakers at the public forum.
- 4.14 Each speaker will be allowed five (5) minutes to address the council. This time is to be strictly enforced by the chairperson. Note that in regard to the five (5) minute allocated time slot, it is permissible for the slot to be divided by two (2) parties if so mutually agreed.
- 4.15 Speakers at the public forum 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.
- 4.16 A councillor (including the chairperson) may, through the chairperson, ask questions of a speaker following their address at the public forum. Questions put to a speaker must be direct, succinct and without argument.
- 4.17 Speakers are under no obligation to answer a question put under clause 4.16. Answers by the speaker, to each question are to be limited to one (1) minute.
- 4.18 Speakers at the public forum cannot ask questions of the council, councillors or council staff.
- 4.19 The CEO or their nominee may, with the concurrence of the chairperson, address the council for up to one (1) minute in response to an address to the council at the public forum after the address and any subsequent questions and answers have been finalised.
- 4.20 Where an address made at the public forum raises matters that require further consideration by council staff, the CEO may recommend that the council defer consideration of the matter pending the preparation of a further report on the matters.

- 4.21 When addressing the council, speakers at the public forum 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.
- 4.22 If the chairperson considers that a speaker at a public forum has engaged in conduct of the type referred to in clause 4.21, 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.
- 4.23 Clause 4.22 does not limit the ability of the chairperson to deal with disorderly conduct by speakers at a public forum in accordance with the provisions of Part 16 of this code.
- 4.24 Where a speaker engages in conduct of the type referred to in clause 4.21, the CEO or their delegate may refuse further applications from that person to speak at a public forum for such a period as the CEO or their delegate considers appropriate.
- 4.25 Councillors (including the mayor) must declare and manage any conflicts of interest they may have in relation to any item of business that is the subject of an address at a public forum in the same way that they are required to at a council or committee meeting. The council is to maintain a written record of all conflict of interest declarations made at a public forum and how the conflict of interest was managed by the councillor who made the declaration.
- Note: Public forums should not be held as part of a council or committee meeting. Council or committee meetings should be reserved for decision-making by the council or committee of council. Where a public forum is held as part of a council or committee meeting, it must be conducted in accordance with the other requirements of this code relating to the conduct of council and committee meetings.**
- 4.26 Applications to speak at the Public Forum will not be accepted from current nominated candidates at federal, state or local government elections and serving councillors.
- 4.27 Addresses at a public forum will not be permitted on –
- (a) Procurement matters, such as formal tenders, quotations, expressions of interest, or calls for proposals.
 - (b) Matters where legal action has been commenced involving Council or where Council is in receipt of, or has served: a Statement of Claim, a Summons or a Subpoena to attend Court or produce documents.
 - (c) Staff related matters.

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 made 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 Where a councillor is unable to attend one (1) 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.
- 5.5 The council must not act unreasonably when considering whether to grant a councillor's request for a leave of absence.
- 5.6 Where a councillor makes an apology under clause 5.4, 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.
- 5.7 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 5.7 reflects section 234(1)(d) of the Act.**
- 5.8 A councillor who intends to attend a meeting of the council despite having been granted a leave of absence should, if practicable, give the CEO at least two (2) days' notice of their intention to attend.

Departure from Council meetings

- 5.9 Councillors are required, on proposing to retire from a meeting of the council for the remainder of that meeting, to give prior notice of the intended departure to the chairperson.
- 5.10 Prior to leaving their seat at a meeting of the council, councillors are required to seek permission of the chairperson.

The quorum for a meeting

- 5.11 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 5.11 reflects section 368(1) of the Act.**
- 5.12 Clause 5.11 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 5.12 reflects section 368(2) of the Act.**
- 5.13 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.
- 5.14 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 CEO.
- 5.15 The CEO 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.
- 5.16 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 CEO 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.
- 5.17 Where a meeting is cancelled under clause 6, 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 under clause 3.2.

Meetings held by audio-visual link

- 5.18 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 CEO and, as far as is practicable, with each councillor.
- 5.19 Where the mayor determines under clause 8 that a meeting is to be held by audio-visual link, the CEO 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 CEO 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.
- 5.20 This code applies to a meeting held by audio-visual link under clause 5.18 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 5.18, 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

- 5.21 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
- 5.22 Clause 5.21 does not apply to meetings at which a mayoral election is to be held..
- 5.23 A request by a councillor for approval to attend a meeting by audio-visual link must be made in writing to the CEO prior to the meeting in question and must provide reasons why the councillor will be prevented from attending the meeting in person.
- 5.24 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 5.23.
- 5.25 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.
- 5.26 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.
- 5.27 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.
- 5.28 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.
- 5.29 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.
- 5.30 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.
- 5.31 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.
- 5.32 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.

- 5.33 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

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

Note: Clause 5.34 reflects section 10(1) of the Act.

- 5.35 Clause 5.34 does not apply to parts of meetings that have been closed to the public under section 10A of the Act.

- 5.36 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 5.36 reflects section 10(2) of the Act.

- 5.37 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 the 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

- 5.38 Each meeting of the council or a committee of the council is to be recorded by means of an audio-visual device.

- 5.39 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.

- 5.40 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.

- 5.41 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.

- 5.42 Clauses 5.38 and 5.42 do not apply to part of a meeting that has been closed to the public in accordance with section 10A of the Act.

Note: Clause 5.38 – 5.43 reflect section 236 of the Regulation.

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

Attendance of the CEO and other staff at meetings

- 5.44 The CEO 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 5.44 reflects section 376(1) of the Act.

- 5.45 The CEO 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 5.45 reflects section 376(2) of the Act.

- 5.46 The CEO 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 CEO or the terms of employment of the CEO.

Note: Clause 5.46 reflects section 376(3) of the Act.

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

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 CEO or, in their absence, an employee of the council designated by the CEO to conduct the election, or
- (b) by the person who called the meeting or a person acting on their behalf if neither the CEO nor a designated employee is present at the meeting, or if there is no CEO 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 (1) 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 Where the chairperson is not the mayor, they are to be addressed 'Mr Chairperson' or 'Madam Chairperson'.
- 7.4 If the chairperson is the deputy mayor, they are to be addressed as 'Mr Deputy Mayor', 'Madam Deputy Mayor' or 'Deputy Mayor'.
- 7.5 Where the chairperson is not the mayor or deputy mayor, they are to be addressed as either 'Mr Chairperson', 'Madam Chairperson' or 'Chair'.
- 7.6 A councillor is to be addressed as 'Councillor [surname]'.
- 7.7 A council officer is to be addressed by their official designation or as Mr/Ms [surname].
- 7.8 Any councillor wishing to move or amend a motion or speak to a motion or address the meeting of the council in any way shall stand and direct all matters to the chairperson.
- 7.9 Any contravention of this sub-clause shall constitute an act of disorder.

Note: Clause 7.8 does not apply to committee of the whole where councillors can remain seated.

8. Order of business for ordinary council meetings

8.1 At a meeting of the council, the general order of business is as fixed by resolution of the council:

- 01 Opening of meeting
- 02 Webcasting statement
- 03 Acknowledgement of Country
- 04 Statement of Ethical Obligations
- 05 Apologies
- 06 Confirmation of Minutes of previous meeting
- 07 Business arising from the Minutes
- 08 Disclosure of interests
- 09 Tabling of petitions and other documents
- 10 Public forum summary
- 11 Mayoral Minutes
- 12 Minutes of Committees
- 13 Report of the CEO
- 14 Report of the Director Planning, Environment and Communities
- 15 Report of the Director Infrastructure and Liveability
- 16 Report of the Chief Operating Officer
- 17 Reports for Information
- 18 Late Items
- 19 Notices of Motion
- 20 Questions for future meetings
- 21 Consideration of Motions to Declassify Reports considered in Confidential Committee of the Whole (Closed Session)
- 22 Confidential summary
- 23 Confidential reports
- 24 Closure.

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 3.12, and
 - (b) unless notice of the business has been sent to the councillors in accordance with clause 3.10 in the case of an ordinary meeting or clause 3.11 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 the 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.
- 9.10 Where a mayoral minute makes a recommendation which, if adopted, would require the expenditure of funds on works and/or services other than those already provided for in the council's current adopted operational plan, it must identify the source of funding for the expenditure that is the subject of the recommendation. If the mayoral minute does not identify a funding source, the council must defer consideration of the matter, pending a report from the CEO on the availability of funds for implementing the recommendation if adopted.

Staff reports

- 9.11 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

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

Questions

- 9.14 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 3.12 and 3.16, unless the council determines otherwise in accordance with this code.
- 9.15 A councillor may, through the chairperson, ask another councillor about a matter on the agenda.
- 9.16 A councillor may, through the mayor, ask the CEO about a matter on the agenda. The CEO may request another council employee to answer the question.
- 9.17 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.
- 9.18 Councillors must put questions directly, succinctly, and without argument.
- 9.19 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 Councillors are requested to send any proposed draft Notices of Motion to the CEO, prior to the council meeting, for advice/comment. Or, prior to voting on the resolution, a pause in meeting procedure is to occur to ensure that the resolutions being voted on are lawful, correctly worded and specifically able to be implemented. That advice/ confirmation will be given on the floor of Council by the CEO or nominated executive at the request of the Chairperson.
- 10.3 A councillor who has submitted a notice of motion under clause 3.12 is to move the motion the subject of the notice of motion at the meeting at which it is to be considered.

- 10.4 If a councillor who has submitted a notice of motion under clause 3.12 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.
- 10.5 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

- 10.6 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.
- 10.7 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.
- 10.8 Before ruling out of order a motion or an amendment to a motion under clause 10.7, the chairperson is to give the mover an opportunity to clarify or amend the motion or amendment.

Motions requiring the expenditure of funds

- 10.9 A motion or an amendment to a motion which if passed would require 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 motion. If the motion does not identify a funding source, the council must defer consideration of the matter, pending a report from the CEO on the availability of funds for implementing the motion if adopted.

Amendments to motions

- 10.10 An amendment to a motion must be moved and seconded before it can be debated.
- Where possible, a Councillor is to circulate their proposed amendment(s) for consideration at the briefing preceding the Council Meeting or otherwise, at least 24 hours prior to the Council Meeting.
- 10.11 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.
- 10.12 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.
- 10.13 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 (1) time.

- 10.14 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.
- 10.15 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.
- 10.16 An amendment may become the motion without debate or a vote where it is accepted by the councillor who moved the original motion.
- 10.17 Prior to voting on the motion or recommendation, a pause in meeting procedure is to occur to ensure that the resolutions being voted on are lawful, correctly worded and specifically able to be implemented. That advice/ confirmation will be given on the floor of Council by the CEO or nominated executive at the request of the Chairperson.

Limitations on the number and duration of speeches

- 10.18 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.
- 10.19 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.
- 10.20 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.
- 10.21 Despite clause 10.19, 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.
- 10.22 Despite clauses 10.18 and 10.21, 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.
- 10.23 The chairperson must immediately put to the vote, without debate, a motion moved under clause 10.18. A seconder is not required for such a motion.
- 10.24 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 10.18.
- 10.25 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.
- 10.26 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.
- 10.27 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.

- 10.28 Clause 10.27 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.

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.
- 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.

Voting at council meetings

- 11.4 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.
- 11.5 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.
- 11.6 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.

Voting on planning decisions

- 11.7 The council or a council committee must not make a final planning decision without receiving a staff report containing an assessment and recommendation in relation to the matter put before the council for a decision.
- 11.8 Where the council or a council committee makes a planning decision that is inconsistent with the recommendation made in a staff report, it must provide reasons for its decision and why it did not adopt the staff recommendation.
- 11.9 The CEO 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.
- 11.10 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.
- 11.11 Clauses 11.9–11.10 apply also to meetings that are closed to the public.
Note: Clauses 11.9–11.10 reflect section 375A of the Act.

Note: The requirements of clause 11.9 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.

Note: Clauses 10.18 – 10.28 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 CEO or, in the absence of the CEO, an employee of the council designated by the CEO, 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.
- 12.5 The council may resolve to declassify a report considered in closed session after determination of the matter at a subsequent meeting. Declassified material will be subject to privacy and commercial in confidence provisions.

13. Dealing with items by exception (in globo)

- 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

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, and
 - (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 3.23 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 3.23 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 between 9.30 am on the Friday preceding the meeting (or three days before in the case of an extraordinary meeting) and 2 pm on the day prior to the day of the council meeting. When the evening prior to the ordinary meeting is a public holiday, public forum registration will close at 11 am on the day of the Council meeting.
- 14.13 The CEO (or their delegate) may refuse an application made under clause 14.11. The CEO or their delegate must give reasons in writing for a decision to refuse an application.
- 14.14 No more than one (1) speaker is to be permitted to make representations under clause 14.9.
- 14.15 If more than the permitted number of speakers apply to make representations under clause 14.9, the CEO 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 CEO or their delegate is to determine who will make representations to the council.
- 14.16 The CEO (or their delegate) is to determine the order of speakers.
- 14.17 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 3.23 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 one (1) speaker to make representations in such order as determined by the chairperson.
- 14.18 Each speaker will be allowed five (5) 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

- 14.19 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.
- 14.20 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 only such force as is 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 points.

Obligations of councillors attending meetings by audio-visual link

- 14.21 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

- 14.22 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 14.22 reflects section 10D of the Act.

Resolutions passed at closed meetings to be made public

- 14.23 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.
- 14.24 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 14.23 during a part of the meeting that is webcast.
- 14.25 The CEO 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.

- 14.26 The CEO must consult with the council any other affected persons before publishing information on the council's website under clause 14.25 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.
- 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 71".

- 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 15.11(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 action that 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 15.17.

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 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.
- 15.17 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 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 15.17 reflects section 233(2) of the Regulation.

- 15.18 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.
- 15.19 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.
- 15.20 Without limiting clause 15.18, a contravention of clause 15.19 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 15.19.
- 15.21 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.
- 15.22 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 only such force as is 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 points.

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

- 15.23 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.
- 15.24 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

- 15.25 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.
- 15.26 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.
- 15.27 Without limiting clause 15.18, a contravention of clause 15.26 or an attempt to contravene that clause, constitutes disorderly conduct for the purposes of clause 15.18. Any person who contravenes or attempts to contravene clause 15.26, may, as provided for under section 10(2) of the Act, be expelled from the meeting.
- 15.28 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 only such force as is 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 points.

16. Conflicts of interest

- 16.1 All councillors and, where applicable, all other persons, must declare and manage any conflicts of interest they may 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 and how the conflict of interest was managed by the person who made the declaration 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 may have in matters being considered at the meeting in accordance with the council's code of conduct. Where a councillor has declared a pecuniary or significant non-pecuniary 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.

- 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 3.13 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 CEO no later than 24 hours 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 (3) 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

- 18.1 Meetings of the council and committees of the council are to conclude no later than 8 pm.
- 18.2 If the business of the meeting is unfinished at 8 pm, the council or the committee may, by resolution, extend the time of the meeting by up to two (2) fifteen (15) minute increments, equalling thirty (30) minutes in total.
- 18.3 If the business of the meeting is unfinished at 8 pm 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.
- 18.4 Clause 18.3 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.
- 18.5 Where a meeting is adjourned under clause 18.3 or 18.4, the CEO 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 CEO 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 CEO 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,
- (f) the names of officers in attendance and their organisational titles
- (h) the arrival and departure of councillors during the course of the meeting (including any temporary departures or arrivals)
- (i) a record of the reasons for approving or refusing development applications or tenders against the recommendations of staff
- (k) motions passed unanimously, if requested, should be noted
- (u) 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 CEO 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 CEO 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.

Attendance at committee meetings

- 20.8 A committee member (other than the mayor) ceases to be a member of a committee if the committee member:
- (a) has been absent from three (3) consecutive meetings of the committee without having given reasons acceptable to the committee for the member's absences, or
 - (b) has been absent from at least half of the meetings of the committee held during the immediately preceding year without having given to the committee acceptable reasons for the member's absences.
- 20.9 Clause 20.10 does not apply if all of the members of the council are members of the committee.

Non-members entitled to attend committee meetings

- 20.10 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

- 20.11 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.
- 20.12 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.
- 20.13 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.
- 20.14 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

- 20.15 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.
- 20.16 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 20.17.
- 20.17 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

- 20.18 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

- 20.19 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.
- 20.20 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.
- 20.21 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 20.22 during a part of the meeting that is livestreamed where practicable.
- 20.22 The CEO must cause business papers for items of business considered during a meeting, or part of a meeting, that is closed to the 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.
- 20.23 The CEO must consult the committee and any other affected persons before publishing information on the council's website under clause 20.24 and provide reasons for why the information has ceased to be confidential.

Disorder in committee meetings

- 20.24 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 as they apply to meetings of the council.

Minutes of council committee meetings

- 20.25 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 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.
- 20.26 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.
- 20.27 The minutes of meetings of each committee of the council must be confirmed at a subsequent meeting of the committee.
- 20.28 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.
- 20.29 When the minutes have been confirmed, they are to be signed by the person presiding at that subsequent meeting.
- 20.30 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.
- 20.31 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.
- 20.32 The confirmed minutes of meetings of each committee of the council must be reported to Council. Council cannot alter, either by deletion or addition, the confirmed minutes of a committee.

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 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

For the purpose of this document the following definitions apply:

Term	Definition
the Act	<i>Local Government Act 1993.</i>
act of disorder	As defined in clause 15.11 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	A facility that enables audio and visual communication between persons at different places.
business day	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 20.13 of this code.
this code	Council's adopted code of meeting practice.
committee of the council	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.
council official	The same meaning it has in the Model Code of Conduct for Local Councils in NSW.
day	Calendar day.
division	A request by two (2) councillors under clause 11.6 of this code requiring the recording of the names of the councillors who voted both for and against a motion
livestream	A video broadcast of a meeting transmitted across the internet concurrently with the meeting.
open voting	Voting on the voices or by a show of hands or by a visible electronic voting system or similar means.
planning decision	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 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	An order issued under section 438A of the Act.
quorum	The minimum number of councillors or committee members necessary to conduct a meeting

Term	Definition
the Regulation	<i>Local Government (General) Regulation 2021.</i>
year	The period beginning 1 July and ending the following 30 June.

23. Document control

Date reviewed	Date adopted	Amendment
8 October 2025	[insert date]	Reviewed and updated in line with the Office of Local Government 2025 Model Code of Meeting Practice for Local Councils in NSW.
	15 July 2025	Put to Council for endorsement, without change (in order to meet legislative requirements), pending the Office of Local Government's review of the Model Code of Meeting Practice to be finalised late 2025.
July 2023	18 July 2023	V5: Updated to include advice received from the Office of Local Government on speaking times and some minor administration amendments.
October 2022	15 November 2022	V4: Updated Code due to the release of a new Model Code from the Office of Local Government.
February 2020	17 March 2020	V3: Amended to Clause 4.1 (Public Access): 'Any matters for discussion exclude business relating to minutes and reports relating to nominations for council committees.'
May 2019	25 June 2019	V2: New Code due to release of new Model Code from Office of Local Government
2017	14 February 2017	V1 based on existing Code from Office of Local Government

How to contact Council

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Office hours

Our Administration Building located at
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Monday to Friday (excluding public holidays)

