



Central Coast Council

Ordinary Council Meeting

**ATTACHMENTS PROVIDED UNDER
SEPARATE COVER**

Tuesday 26 August 2025

Central Coast Council
ATTACHMENTS PROVIDED UNDER SEPARATE COVER to the
Ordinary Council Meeting
To be held in Central Coast Council Chambers,
2 Hely Street, Wyong
on Tuesday 26 August 2025
Commencing at 6:30 PM

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Central Coast Council
**Engaging on local
and regional land
use planning**

Draft Community Participation Plan
2025-2029

Central
Coast
Council



Acknowledgement of Country

We acknowledge the Traditional Custodians of the land on which we live, work and play. We pay our respects to Darkinjung country, and Elders past and present.

We recognise the continued connection to these lands and waterways and extend this acknowledgement to the homelands and stories of those who also call this place home.

We recognise our future leaders and the shared responsibility to care for and protect our place and people.

Effective planning shapes the future of the Central Coast while ensuring we protect the things that are most valued by our community. It is more important than ever to make sure we have the right balance of housing, infrastructure and services, while facilitating employment opportunities and looking after our beautiful environment.

This is a big task – made even bigger by the large geographic area we are responsible for. Community participation is essential to inform how we make planning decisions within the legislative framework in which we operate.

What is our Community Participation Plan (CPP)?

The Central Coast Community Participation Plan is designed to make community participation in planning matters easier and clearer for the community.

We have a responsibility to deliver the objectives of the Environmental Planning and Assessment Act 1979 (EP&A Act) including the promotion of orderly and economic use of land, facilitating ecologically sustainable development and promoting social and economic wellbeing. Community participation refers to how we will engage with our community in our work under the EP&A Act.

The NSW Government requires Council to prepare a CPP to identify how and when we will inform and engage with our community as we carry out our planning functions.

How to participate in planning matters

There are a number of ways to get involved in planning matters:

- Make a formal submission to a proposal
- Visit Council's Administration Centre, website or libraries to access public exhibition documents
- Contact a Council officer if you require further information.

Role of exhibition

There are several factors that influence the type and level of community participation carried out during the planning and assessment process. These factors may include the nature, size and potential impact of the project. We will use a variety of notification methods to ensure the community is informed of planning projects and to outline opportunities to participate.

How we will notify

This table outlines planning functions and how we will notify the community.

	Written notification or letter	Newspaper advertisement	Central Coast Council website	Physical notice displayed on site
Draft Community Participation Plan	N	N The <i>Local Government (General) Regulation 2005</i> was permanently amended in April 2020 to remove requirements for newspaper advertising in response to the COVID-19 pandemic.	Y	N
Draft local strategic planning statements	N		Y	N
Planning proposals for local environmental plans subject to gateway determination	N		Y	N
Draft development control plans	N		Y	N
Draft contribution plans	N		Y	N
Application for development consent (other than for complying development certificate, for designated development or for State significant development)	Y *	N	Y	N
Application for development consent for designated development	Y	Y	Y	Y
Application for modification of development consent that is required to be publicly exhibited by the regulations.	Y	Y	Y	N
DA – application for development consent for State significant development	Advertisement of State Significant development is managed by the NSW Department of Planning.			

* There are some instances where notification of a Development Application may not be required. This is generally for minor amendments that do not affect a site. Please contact us or visit our website for further advice.

Consideration of submissions

The purpose of advertising proposed development is to enable the community to participate in the planning process through submissions. We have a duty to consider all submissions received during the assessment process.

For a submission to be recognised as an individual submission it must be unique and distinctive. For example, form letters and petitions will be treated as one unique submission. Similarly, a single submission signed by 10 individuals or identical submissions received from the same address will be counted as one unique submission.

Once submissions are considered, any concerns raised through this process may be conveyed to the applicant for response. Notice of the application's determination will be provided to every individual who makes a submission. In the case of submissions with multiple signatories, the notification will be extended to the first signatory.

Re-notifications/ re-advertisement

Where an applicant makes amendments to their application before a determination is reached, we may re-notify or re-advertise the application if, in the opinion of Council, the environmental impact of the development has significantly increased.

To qualify as a submission, the submission must:



be in writing by email or letter



be submitted within the nominated exhibition time period



reference the application, policy or plan being exhibited



be based on planning grounds in support or objection of the proposal

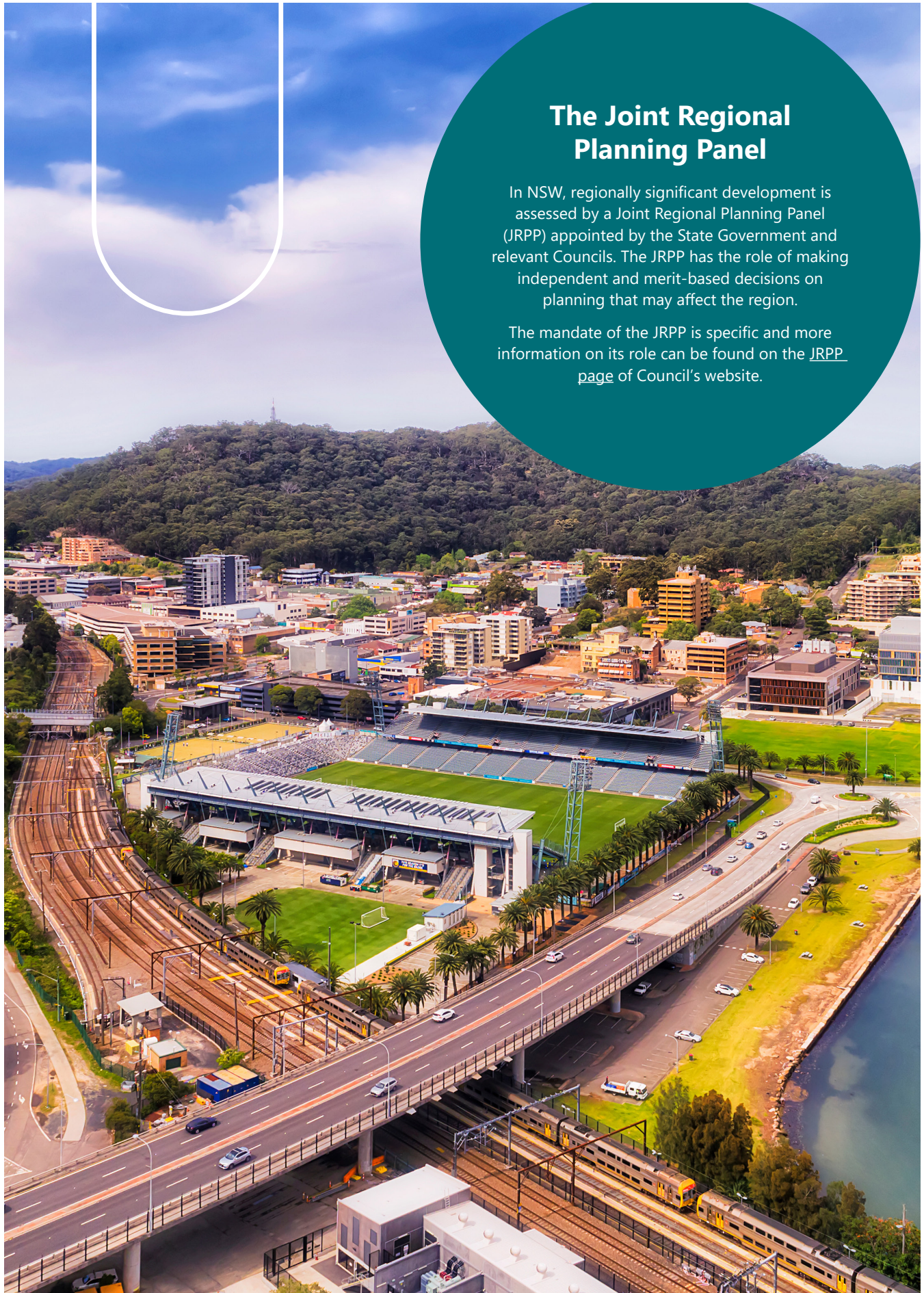


include the name, address and daytime telephone of the author

Submissions must be lodged with Council by 5pm on the final day of the exhibition period.

Submission process for development applications





The Joint Regional Planning Panel

In NSW, regionally significant development is assessed by a Joint Regional Planning Panel (JRPP) appointed by the State Government and relevant Councils. The JRPP has the role of making independent and merit-based decisions on planning that may affect the region.

The mandate of the JRPP is specific and more information on its role can be found on the [JRPP](#) page of Council's website.

Local Environment Plan and Development Control Plan notification requirements

Local Environmental Plans are the main environmental planning tool developed by a local planning authority to shape the future of communities and ensuring local development is done appropriately. An LEP sets the planning framework for a local government area.

The Central Coast Local Environmental Plan (LEP) 2022 and Central Coast Development Control Plan (CCDCP) 2022 came into force on 1 August 2022. The CCDCP contains Chapter 1.2 Notification of Development Proposals. Chapter 1.2 identifies the requirements for the notification and advertising of development and other applications.

This chapter may be amended from time to time to reflect changes to legislation or as a result of community feedback when sought.

Planning instruments and minimum exhibition timeframes

This table outlines the planning functions, strategies and minimum exhibition timeframes as set out in Schedule 1 of the EP&A Act.

The number of days in an exhibition period are calendar days, not business days.

Note: As stated in the EP&A Act, if the exhibition period is due to close on a weekend or a public holiday we may extend the exhibition to finish on the first available work day. The period between 20 December and 10 January (inclusive) is excluded from the calculation of a period of public exhibition.

Project timelines

Exhibition timeframes are often just one part of a project's timeline, and some projects can take multiple years from conception and planning, to completion. It is important to know that your feedback is considered and referenced throughout the entire timeline of a project, even if it was provided at the start of the project.

Planning instrument	Minimum exhibition timeframe
Draft Community Participation Plan (this document)	28 Days
Draft local strategic planning statements Local strategic planning statements are a 20-year planning vision, including land use, infrastructure and sustainability objectives that demonstrate how a Council will meet the community's needs into the future.	28 Days
Planning proposals for local environmental plans subject to gateway determination Planning proposals may be initiated by Council or submitted by applicants seeking an amendment to the Central Coast Local Environmental Plan or State Environmental Planning Policy (SEPP). The notification process will vary based on the size and complexity of the proposal.	Various
Draft development control plans Development Control Plans provide detailed planning and design guidelines to support the planning controls in local environmental plans. The Central Coast Local Environmental Plan 2022 and Central Coast Development Control Plan 2022 came into force in August 2022.	28 Days

Planning instrument	Minimum exhibition timeframe
Draft contribution plans Development Contribution Plans are contributions that refer to the money collected from developments to help maintain and build new infrastructure across the Central Coast, such as playgrounds, community facilities and local roads.	28 Days
Application for development consent (Development application/DA) A development application is a formal application to Council for permission to carry out a new development. There are multiple levels of development types, each with different requirements. Specific information is found under Central Coast Development Control Plan 2022 - Chapter 1.2 Notification of Development Proposals.	14 days (to 21 days for certain land uses)
Application for development consent for designated development Designated development refers to developments that are high-impact developments (e.g. likely to generate pollution) or are located in or near an environmentally sensitive area (e.g. a coastal wetland)	28 Days
Re-exhibition of any amended application for certain land uses	21 Days
Review of determination	14 Days
Environmental impact statement (EIS) obtained under Division 5.1 An EIS prepared for development under Part 5 of the EP&A Act for certain development such as state significant development.	28 Days
Environmental impact statement obtained under Division 5.2 State significant infrastructure includes major transport and services development such as rail and road infrastructure, pipelines and development in National Parks.	28 Days
Local approvals policy A local approvals policy sets out the requirements for activities which require approval under Section 68 of the <i>Local Government Act 1993</i> . It also establishes exemptions for which certain activities do not require application under Section 68 and relevant criteria that must be satisfied for each activity.	A Local Approvals Policy or amendment to an existing Local Approvals Policy is to be exhibited for a minimum of 28 days and submissions accepted for a minimum of 42 days from commencement of the exhibition period.
Non-statutory strategic planning matters There are a number of non-statutory planning matters that still require adequate public exhibition as part of Council's commitment to community engagement. These projects, studies and documents may include, but are not limited to: <ul style="list-style-type: none"> • Sector studies (e.g., new housing or economic development studies). • Masterplans and place plans • Precinct or centre studies/plans (e.g. Public domain plans). 	28 days (not legislated)



MARCH 2025

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Central Coast Council Summary of Investments as at 31-July-2025							
Financial Institution	Type of Investment	Short Term Rating	Long Term Rating	Maturity Date	Portfolio Balance \$	As a % of the total Portfolio	Interest Rate %
CASH AT CALL:							
Commonwealth Bank of Australia	Business On-line Saver	A-1+	AA	Daily	5,070,977	0.65%	3.85%
AMP limited	At Call	A-2	BBB	Daily	6,637	0.00%	4.50%
Total Cash At Call					5,077,615	0.65%	
TERM DEPOSITS, FLOATING RATE NOTES & BONDS:							
MyState Bank	Floating Rate Note	P-2	BBB	13-Oct-2025	10,000,000	1.28%	5.02%
Credit Union Australia Ltd t/as Great Southern Bank	Floating Rate Note	A2	BBB	01-Dec-2025	3,500,000	0.45%	5.28%
Bendigo and Adelaide Bank	Floating Rate Note	A-2	A	02-Dec-2025	35,500,000	4.56%	4.22%
QPCU LTD t/a QBANK	Floating Rate Note	A3	BBB	06-Dec-2025	10,000,000	1.28%	5.46%
SunCorp Bank	Floating Rate Note	A	AA	24-Feb-2026	5,000,000	0.64%	4.16%
UBS Australia Limited	Floating Rate Note	A	A	26-Feb-2026	18,800,000	2.41%	4.21%
Newcastle Permanent Building Society	Floating Rate Note	A-2	BBB	04-Mar-2026	1,000,000	0.13%	4.34%
Credit Union Australia	Floating Rate Note	A2	BBB	22-Apr-2026	11,000,000	1.41%	4.37%
Bank of Queensland	Floating Rate Note	A-2	A	06-May-2026	5,000,000	0.64%	4.48%
Teachers Mutual Bank	Floating Rate Note	A2	BBB	16-Jun-2026	1,700,000	0.22%	4.39%
QPCU LTD t/a QBANK	Floating Rate Note	A3	BBB	16-Jun-2026	4,500,000	0.58%	5.41%
Bendigo and Adelaide Bank	Floating Rate Note	A-2	A	18-Jun-2026	15,300,000	1.96%	4.35%
Bank of Queensland	Term Deposit	A-2	A	08-Jul-2026	5,000,000	0.64%	4.16%
Bank of Queensland	Floating Rate Note	A-2	A	22-Jul-2026	3,000,000	0.39%	4.27%
National Australia Bank	Floating Rate Note	A-1+	AA	24-Aug-2026	7,000,000	0.90%	4.12%
Suncorp Bank	Floating Rate Note	A	AA	15-Sep-2026	12,900,000	1.66%	4.19%
Bank of Queensland	Floating Rate Note	A-2	A	27-Oct-2026	22,000,000	2.82%	4.50%
Northern Territory Treasury Corporation	Bonds	A	AA	15-Dec-2026	5,000,000	0.64%	1.40%
Commonwealth Bank of Australia	Floating Rate Note	A-1+	AA	14-Jan-2027	6,500,000	0.83%	4.42%
Suncorp Bank	Floating Rate Note	A	AA	25-Jan-2027	13,000,000	1.67%	4.50%
Westpac Banking Corporation	Floating Rate Note	A-1+	AA	25-Jan-2027	16,000,000	2.05%	4.42%
Bank Australia Limited	Floating Rate Note	A2	BBB	22-Feb-2027	9,250,000	1.19%	5.28%
Auswide Bank	Floating Rate Note	A3	BBB	17-Mar-2027	4,500,000	0.58%	5.21%
Bank of Queensland	Floating Rate Note	A-2	A	09-May-2028	5,000,000	0.64%	5.01%
NSW Treasury Corporation	Bonds	A-1+	AA	15-Nov-2028	15,000,000	1.93%	3.00%
UBS Australia Limited	Floating Rate Note	A	A	12-May-2028	7,600,000	0.98%	5.35%
QPCU LTD t/a QBANK	Floating Rate Note	A3	BBB	18-Sep-2026	9,500,000	1.22%	5.35%
Illawarra Credit Union Ltd	Floating Rate Note	A3	BBB	21-Sep-2026	9,000,000	1.16%	5.36%
Teachers Mutual Bank	Floating Rate Note	A2	BBB	28-Oct-2025	2,000,000	0.26%	5.20%
Credit Union Australia Ltd t/as Great Southern Bank	Floating Rate Note	A2	BBB	09-Feb-2027	12,500,000	1.60%	5.46%
Police Bank Ltd	Floating Rate Note	A2	BBB	17-Nov-2026	5,000,000	0.64%	5.36%
QPCU LTD t/a QBANK	Floating Rate Note	A3	BBB	01-Dec-2026	10,000,000	1.28%	5.36%
Members Banking Group Limited t/as RACQ Bank	Floating Rate Note	A2	BBB	24-Feb-2026	6,500,000	0.83%	5.21%
Auswide Bank	Floating Rate Note	A3	BBB	07-Nov-2025	9,750,000	1.25%	5.33%
Judo Bank	Bonds	A3	BBB	26-Sep-2025	8,630,000	1.11%	6.40%
Newcastle Permanent Building Society	Floating Rate Note	A-2	BBB	10-Feb-2027	13,100,000	1.68%	4.80%
Credit Union Australia Ltd t/as Great Southern Bank	Floating Rate Note	A2	BBB	23-Oct-2026	2,500,000	0.32%	5.29%
BankVic	Term Deposit	A2	BBB	19-Nov-2025	5,000,000	0.64%	5.25%
Bank Australia Limited	Floating Rate Note	A2	BBB	21-Feb-2028	10,000,000	1.28%	5.43%
G&C Mutual Bank Limited	Term Deposit	A2	BBB	20-Aug-2025	5,000,000	0.64%	5.35%
G&C Mutual Bank Limited	Term Deposit	A2	BBB	17-Sep-2025	5,000,000	0.64%	5.35%
Bank of Queensland	Bonds	A-2	A	27-Jan-2027	5,000,000	0.64%	4.70%
Rabo Bank	Term Deposit	P-1	A	06-Aug-2025	5,000,000	0.64%	5.32%
Teachers Mutual Bank	Floating Rate Note	A2	BBB	21-Jun-2027	10,000,000	1.28%	4.96%
Rabo Bank	Term Deposit	P-1	A	18-Feb-2026	5,000,000	0.64%	4.85%
ING	Term Deposit	A2	A	10-Sep-2025	5,000,000	0.64%	4.95%
ING	Term Deposit	A2	A	08-Oct-2025	5,000,000	0.64%	5.03%
ING	Term Deposit	A2	A	22-Oct-2025	5,000,000	0.64%	5.03%
Beyond Bank	Term Deposit	A2	BBB	13-Aug-2025	5,000,000	0.64%	5.15%
Beyond Bank	Term Deposit	A2	BBB	27-Aug-2025	5,000,000	0.64%	5.15%
ING	Term Deposit	A2	A	12-Nov-2025	5,000,000	0.64%	5.10%
ING	Term Deposit	A2	A	26-Nov-2025	5,000,000	0.64%	5.10%

Central Coast Council Summary of Investments as at 31-July-2025							
Financial Institution	Type of Investment	Short Term Rating	Long Term Rating	Maturity Date	Portfolio Balance \$	As a % of the total Portfolio	Interest Rate %
ING	Term Deposit	A2	A	19-Dec-2025	5,000,000	0.64%	5.10%
ING	Term Deposit	A2	A	07-Jan-2026	5,000,000	0.64%	5.10%
Rabo Bank	Term Deposit	P-1	A	28-Jan-2026	5,000,000	0.64%	5.10%
Rabo Bank	Term Deposit	P-1	A	20-May-2026	5,000,000	0.64%	5.10%
Defence Bank	Term Deposit	A2	BBB	03-Sep-2025	5,000,000	0.64%	5.09%
ING	Term Deposit	A2	A	19-Dec-2025	5,000,000	0.64%	5.11%
ING	Term Deposit	A2	A	24-Dec-2025	5,000,000	0.64%	5.11%
Auswide Bank	Term Deposit	A3	BBB	11-Dec-2025	5,000,000	0.64%	5.10%
Police Bank Ltd	Floating Rate Note	A2	BBB	08-Nov-2027	2,000,000	0.26%	4.97%
Auswide Bank	Floating Rate Note	A3	BBB	22-Mar-2027	2,750,000	0.35%	5.26%
AMP limited	Floating Rate Note	A-2	BBB	13-Sep-2027	24,000,000	3.08%	4.99%
AMP limited	Term Deposit	A-2	BBB	01-Oct-2025	5,000,000	0.64%	5.05%
Rabo Bank	Term Deposit	P-1	A	09-Jan-2030	5,000,000	0.64%	5.03%
Auswide Bank	Term Deposit	A3	BBB	08-Oct-2025	5,000,000	0.64%	5.00%
Defence Bank	Term Deposit	A2	BBB	14-Jan-2026	5,000,000	0.64%	5.00%
Australian Military Bank Limited	Term Deposit	A2	BBB	03-Feb-2027	5,000,000	0.64%	4.85%
Australian Military Bank Limited	Term Deposit	A2	BBB	10-Feb-2027	5,000,000	0.64%	4.85%
Rabo Bank	Term Deposit	P-1	A	05-Aug-2026	5,000,000	0.64%	4.78%
Rabo Bank	Term Deposit	P-1	A	19-Aug-2026	5,000,000	0.64%	4.73%
Rabo Bank	Term Deposit	P-1	A	14-Feb-2029	5,000,000	0.64%	5.04%
Rabo Bank	Term Deposit	P-1	A	13-Feb-2030	5,000,000	0.64%	5.15%
Bank of China Australia	Term Deposit	A1	A	18-Feb-2026	5,000,000	0.64%	4.77%
Bank of China Australia	Term Deposit	A1	A	25-Feb-2026	5,000,000	0.64%	4.77%
Credit Union Australia Ltd t/as Great Southern Bank	Floating Rate Note	A2	BBB	01-Nov-2027	5,000,000	0.64%	4.91%
Rabo Bank	Term Deposit	P-1	A	07-Mar-2029	5,000,000	0.64%	4.87%
Rabo Bank	Term Deposit	P-1	A	27-Feb-2030	5,000,000	0.64%	5.00%
Maitland Mutual Ltd / TA the Mutual Bank	Term Deposit	A2	BBB	15-Mar-2028	5,000,000	0.64%	4.75%
Maitland Mutual Ltd / TA the Mutual Bank	Term Deposit	A2	BBB	22-Mar-2028	5,000,000	0.64%	4.75%
G&C Mutual Bank Limited	Term Deposit	A2	BBB	10-Mar-2027	5,000,000	0.64%	4.70%
G&C Mutual Bank Limited	Term Deposit	A2	BBB	08-Mar-2028	5,000,000	0.64%	4.80%
Newcastle Permanent Building Society	Floating Rate Note	A-2	BBB	21-Jan-2030	20,000,000	2.57%	4.93%
Rabo Bank	Term Deposit	P-1	A	18-Apr-2029	10,000,000	1.28%	4.55%
Rabo Bank	Term Deposit	P-1	A	03-Apr-2030	10,000,000	1.28%	4.75%
Bendigo and Adelaide Bank	Term Deposit	A-2	A	15-Oct-2025	5,000,000	0.64%	4.55%
Bank of China Australia	Term Deposit	A1	A	29-Oct-2025	5,000,000	0.64%	4.62%
Bank of Queensland	Term Deposit	A-2	A	22-Oct-2025	5,000,000	0.64%	4.68%
Bank of Queensland	Floating Rate Note	A-2	A	30-Apr-2029	8,490,000	1.09%	4.98%
ING	Floating Rate Note	A2	A	20-Aug-2029	10,000,000	1.28%	4.81%
ING	Term Deposit	A2	A	20-Mar-2030	5,000,000	0.64%	4.37%
Westpac Banking Corporation	Term Deposit	A-1+	AA	11-Feb-2026	5,000,000	0.64%	4.30%
Westpac Banking Corporation	Term Deposit	A-1+	AA	27-May-2026	5,000,000	0.64%	4.38%
Westpac Banking Corporation	Term Deposit	A-1+	AA	18-Apr-2029	5,000,000	0.64%	4.35%
Westpac Banking Corporation	Term Deposit	A-1+	AA	03-Apr-2030	5,000,000	0.64%	4.49%
Westpac Banking Corporation	Term Deposit	A-1+	AA	01-Jun-2026	5,000,000	0.64%	4.38%
Bendigo and Adelaide Bank	Term Deposit	A-2	A	01-Dec-2025	5,000,000	0.64%	4.25%
ING	Term Deposit	A2	A	09-May-2029	5,000,000	0.64%	4.27%
ING	Term Deposit	A2	A	08-May-2030	5,000,000	0.64%	4.42%
Bank of China Australia	Floating Rate Note	A1	A	26-May-2028	5,000,000	0.64%	4.53%
Westpac Banking Corporation	Term Deposit	A-1+	AA	01-May-2030	5,000,000	0.64%	4.25%
Bank of China Australia	Floating Rate Note	A1	A	11-Jun-2028	10,000,000	1.28%	4.57%
Bank of China Australia	Floating Rate Note	A1	A	26-Jun-2028	10,000,000	1.28%	4.42%
National Australia Bank	Term Deposit	A-1+	AA	01-Jul-2026	5,000,000	0.64%	4.02%
National Australia Bank	Bonds	A-1+	AA	18-Mar-2030	5,000,000	0.64%	4.60%
Suncorp Bank	Floating Rate Note	A	AA	21-May-2030	25,000,000	3.21%	4.66%
Total Term Deposit & Bonds:					773,770,000	99.35%	

Central Coast Council Summary of Investments as at 31-July-2025							
Financial Institution	Type of Investment	Short Term Rating	Long Term Rating	Maturity Date	Portfolio Balance \$	As a % of the total Portfolio	Interest Rate %
TOTAL PORTFOLIO					778,847,615	100.00%	
Current					326,257,615	41.89%	
Non-Current					452,590,000	58.11%	
TOTAL PORTFOLIO					778,847,615	100.00%	

Green Investments



Investment Report Pack

Central Coast Council

1 July 2025 to 31 July 2025



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Investment Report Pack
Central Coast Council
1 July 2025 to 31 July 2025

1. Securities Held By Trading Book Maturing Post 31 July 2025

Latest Deal Code	Latest Deal Settlement Date	Issuer	ISIN	WAL / Interim Maturity Date	Next Coupon Date	Coupon Rate/Latest Yield	Coupon Frequency	Security Type	Security Rating	Face Value Notional	Current Face Value Notional	Market Value
Central Coast Council												
LC261808	1 Jul 2025	AMP Bank Ltd		1 Aug 2025		4.50	Nil	At Call	S&P BBB+	6,637.42	6,637.42	6,637.42
LC265031	3 Jul 2025	Commonwealth Bank of Australia Ltd		1 Aug 2025		0.00	Nil	At Call	S&P AA-	5,070,977.41	5,070,977.41	5,070,977.41
LC210145	26 Jun 2024	Rabobank Australia Ltd		6 Aug 2025	6 Aug 2025	5.32	Maturity	TD	S&P A+	5,000,000.00	5,000,000.00	5,291,506.85
LC223234	7 Nov 2024	Beyond Bank Australia Ltd		13 Aug 2025	13 Aug 2025	5.15	Maturity	TD	S&P ST A2	5,000,000.00	5,000,000.00	5,187,657.55
LX209091	13 Jun 2024	Unity Bank Ltd		20 Aug 2025	20 Aug 2025	5.35	Annual	TD	S&P BBB+	5,000,000.00	5,000,000.00	5,035,178.10
LC223235	7 Nov 2024	Beyond Bank Australia Ltd		27 Aug 2025	27 Aug 2025	5.15	Maturity	TD	S&P ST A2	5,000,000.00	5,000,000.00	5,187,657.55
LX225649	28 Nov 2024	Defence Bank Ltd		3 Sep 2025	3 Sep 2025	5.09	Maturity	TD	S&P ST A2	5,000,000.00	5,000,000.00	5,170,828.75
LC218018	11 Sep 2024	ING Bank Australia Limited		10 Sep 2025	10 Sep 2025	4.95	Maturity	TD	S&P ST A1	5,000,000.00	5,000,000.00	5,219,020.55
LX209092	13 Jun 2024	Unity Bank Ltd		17 Sep 2025	17 Sep 2025	5.35	Annual	TD	S&P BBB+	5,000,000.00	5,000,000.00	5,035,178.10
LC190925	19 Jan 2024	Judo Bank	AU3CB0292480	26 Sep 2025	26 Sep 2025	6.40	Semi Annual	Fixed	S&P BBB	8,630,000.00	8,630,000.00	8,837,033.70
LC230775	8 Jan 2025	AMP Bank Ltd		1 Oct 2025	1 Oct 2025	5.05	Maturity	TD	Moody's ST P-2	5,000,000.00	5,000,000.00	5,141,123.30
LX220905	17 Oct 2024	ING Bank Australia Limited		8 Oct 2025	8 Oct 2025	5.03	Maturity	TD	S&P ST A1	5,000,000.00	5,000,000.00	5,197,754.80
LX230777	8 Jan 2025	Auswide Bank Limited		8 Oct 2025	8 Oct 2025	5.00	Maturity	TD	Moody's ST P-2	5,000,000.00	5,000,000.00	5,139,726.05
LC155063	13 Oct 2022	MyState Bank Ltd	AU3FN0072369	13 Oct 2025	13 Oct 2025	5.02	Quarterly	FRN	Moody's Baa2	10,000,000.00	10,000,000.00	10,033,800.00
LC247974	15 Apr 2025	Bendigo & Adelaide Bank Ltd		15 Oct 2025	15 Oct 2025	4.55	Maturity	TD	S&P ST A2	5,000,000.00	5,000,000.00	5,066,691.80
LX247920	15 Apr 2025	Bank of Queensland Ltd		22 Oct 2025	22 Oct 2025	4.68	Maturity	TD	S&P ST A2	5,000,000.00	5,000,000.00	5,068,597.25
LX220906	17 Oct 2024	ING Bank Australia Limited		22 Oct 2025	22 Oct 2025	5.03	Maturity	TD	S&P A	5,000,000.00	5,000,000.00	5,197,754.80
LC181158	29 Sep 2023	Teachers Mutual Bank Ltd	AU3FN0072740	28 Oct 2025	28 Oct 2025	5.20	Quarterly	FRN	Moody's Baa1	2,000,000.00	2,000,000.00	2,005,780.00
LX247919	15 Apr 2025	Bank of China Limited, Sydney Branch		29 Oct 2025	29 Oct 2025	4.62	Maturity	TD	Moody's ST P-1	5,000,000.00	5,000,000.00	5,067,717.80
LC188385	11 Dec 2023	Auswide Bank Limited	AU3FN0073037	7 Nov 2025	7 Aug 2025	5.33	Quarterly	FRN	Moody's Baa2	9,750,000.00	9,750,000.00	9,886,500.00
LC223313	7 Nov 2024	ING Bank Australia Limited		12 Nov 2025	7 Nov 2025	5.10	Semi Annual	TD	S&P A	5,000,000.00	5,000,000.00	5,185,835.60
LC208078	30 May 2024	BankVic		19 Nov 2025	19 Nov 2025	5.25	Maturity	TD	S&P BBB	5,000,000.00	5,000,000.00	5,307,089.05
LC223315	7 Nov 2024	ING Bank Australia Limited		26 Nov 2025	7 Nov 2025	5.10	Semi Annual	TD	S&P A	5,000,000.00	5,000,000.00	5,185,835.60
LC254436	28 May 2025	Bendigo & Adelaide Bank Ltd		1 Dec 2025	1 Dec 2025	4.25	Maturity	TD	S&P ST A2	5,000,000.00	5,000,000.00	5,037,260.25
LC157929	1 Dec 2022	Credit Union Australia Ltd t/as Great Southern Bank	AU3FN0073961	1 Dec 2025	1 Sep 2025	5.28	Quarterly	FRN	Moody's Baa1	3,500,000.00	3,500,000.00	3,541,930.00
LC112609	20 Sep 2021	Bendigo & Adelaide Bank Ltd	AU3FN0057634	2 Dec 2025	2 Sep 2025	4.22	Quarterly	FRN	S&P A-	35,500,000.00	35,500,000.00	35,744,950.00
LC157906	6 Dec 2022	QPCU LTD t/a QBANK	AU3FN0073979	6 Dec 2025	8 Sep 2025	5.46	Quarterly	FRN	S&P BBB-	10,000,000.00	10,000,000.00	10,125,200.00
LX229252	12 Dec 2024	Auswide Bank Limited		11 Dec 2025	11 Dec 2025	5.10	Maturity	TD	Moody's ST P-2	5,000,000.00	5,000,000.00	5,161,383.55
LC223316	7 Nov 2024	ING Bank Australia Limited		19 Dec 2025	7 Nov 2025	5.10	Semi Annual	TD	S&P A	5,000,000.00	5,000,000.00	5,185,835.60
LX225654	28 Nov 2024	ING Bank Australia Limited		19 Dec 2025	19 Dec 2025	5.11	Maturity	TD	S&P A	5,000,000.00	5,000,000.00	5,171,500.00



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LX225655	28 Nov 2024	ING Bank Australia Limited		24 Dec 2025	24 Dec 2025	5.11	Maturity	TD	S&P A	5,000,000.00	5,000,000.00	5,171,500.00
LC223317	7 Nov 2024	ING Bank Australia Limited		7 Jan 2026	7 Nov 2025	5.10	Semi Annual	TD	S&P A	5,000,000.00	5,000,000.00	5,185,835.60
LX230778	8 Jan 2025	Defence Bank Ltd		14 Jan 2026	14 Jan 2026	5.00	Maturity	TD	S&P BBB+	5,000,000.00	5,000,000.00	5,139,726.05
LC225657	28 Nov 2024	Rabobank Australia Ltd		28 Jan 2026	28 Jan 2026	5.10	Maturity	TD	S&P A+	5,000,000.00	5,000,000.00	5,171,164.40
LX251667	14 May 2025	Westpac Banking Corporation Ltd		11 Feb 2026	11 Feb 2026	4.30	Maturity	TD	S&P ST A1+	5,000,000.00	5,000,000.00	5,045,945.20
LX234188	13 Feb 2025	Bank of China Limited, Sydney Branch		18 Feb 2026	18 Feb 2026	4.77	Maturity	TD	Moody's A1	5,000,000.00	5,000,000.00	5,109,775.35
LC217990	11 Sep 2024	Rabobank Australia Ltd		18 Feb 2026	11 Sep 2025	4.85	Annual	TD	S&P A+	5,000,000.00	5,000,000.00	5,214,595.90
LC112608	20 Sep 2021	Suncorp Bank (Norfina Ltd) - Subsidiary of ANZ	AU3FN0058343	24 Feb 2026	25 Aug 2025	4.16	Quarterly	FRN	S&P AA-	5,000,000.00	5,000,000.00	5,038,050.00
LC188379	11 Dec 2023	Members Banking Group Limited t/as RACQ Bank	AU3FN0075453	24 Feb 2026	25 Aug 2025	5.21	Quarterly	FRN	Moody's Baa1	6,500,000.00	6,500,000.00	6,591,195.00
LX234189	13 Feb 2025	Bank of China Limited, Sydney Branch		25 Feb 2026	25 Feb 2026	4.77	Maturity	TD	Moody's A1	5,000,000.00	5,000,000.00	5,109,775.35
LC103543	11 Mar 2021	UBS Australia Ltd	AU3FN0058608	26 Feb 2026	26 Aug 2025	4.21	Quarterly	FRN	Moody's Aa2	18,800,000.00	18,800,000.00	18,954,536.00
LC103141	4 Mar 2021	Newcastle Greater Mutual Group Ltd	AU3FN0058699	4 Mar 2026	4 Sep 2025	4.34	Quarterly	FRN	S&P BBB+	1,000,000.00	1,000,000.00	1,006,610.00
LC164300	17 Mar 2023	Auswide Bank Limited	AU3FN0076352	17 Mar 2026	17 Sep 2025	5.21	Quarterly	FRN	Moody's Baa2	4,500,000.00	4,500,000.00	4,548,375.00
LC105450	22 Apr 2021	Credit Union Australia Ltd t/as Great Southern Bank	AU3FN0059721	22 Apr 2026	22 Oct 2025	4.37	Quarterly	FRN	Moody's Baa1	11,000,000.00	11,000,000.00	11,016,830.00
LC109088	9 Jul 2021	Bank of Queensland Ltd	AU3FN0060406	6 May 2026	6 Aug 2025	4.48	Quarterly	FRN	S&P A-	5,000,000.00	5,000,000.00	5,058,000.00
LC225658	28 Nov 2024	Rabobank Australia Ltd		20 May 2026	20 May 2026	5.10	Maturity	TD	S&P A+	5,000,000.00	5,000,000.00	5,171,164.40
LX251669	14 May 2025	Westpac Banking Corporation Ltd		27 May 2026	14 May 2026	4.38	Semi Annual	TD	S&P AA-	5,000,000.00	5,000,000.00	5,046,800.00
LX251674	14 May 2025	Westpac Banking Corporation Ltd		1 Jun 2026	14 May 2026	4.38	Semi Annual	TD	S&P AA-	5,000,000.00	5,000,000.00	5,046,800.00
LC137828	1 Apr 2022	Teachers Mutual Bank Ltd	AU3FN0061016	16 Jun 2026	16 Sep 2025	4.39	Quarterly	FRN	Moody's Baa1	1,700,000.00	1,700,000.00	1,709,962.00
LC169762	16 Jun 2023	QPCU LTD t/a QBANK	AU3FN0078895	16 Jun 2026	16 Sep 2025	5.41	Quarterly	FRN	S&P BBB-	4,500,000.00	4,500,000.00	4,571,055.00
LC109586	23 Jul 2021	Bendigo & Adelaide Bank Ltd	AU3FN0061081	18 Jun 2026	18 Sep 2025	4.35	Quarterly	FRN	S&P A-	15,300,000.00	15,300,000.00	15,397,002.00
LX259846	26 Jun 2025	National Australia Bank Ltd		1 Jul 2026	1 Jul 2026	4.02	Maturity	TD	S&P AA-	5,000,000.00	5,000,000.00	5,019,273.95
LX109029	8 Jul 2021	Bank of Queensland Ltd		8 Jul 2026	8 Oct 2025	4.16	Quarterly	FRD	Moody's A3	5,000,000.00	5,000,000.00	5,013,092.65
LX109587	22 Jul 2021	Bank of Queensland Ltd		22 Jul 2026	22 Oct 2025	4.27	Quarterly	FRD	Moody's A3	3,000,000.00	3,000,000.00	3,003,161.28
LC234191	13 Feb 2025	Rabobank Australia Ltd		5 Aug 2026	13 Feb 2026	4.78	Annual	TD	S&P A+	5,000,000.00	5,000,000.00	5,110,005.50
LC234192	13 Feb 2025	Rabobank Australia Ltd		19 Aug 2026	13 Feb 2026	4.73	Annual	TD	S&P A+	5,000,000.00	5,000,000.00	5,108,854.80
LC112610	20 Sep 2021	National Australia Bank Ltd	AU3FN0062659	24 Aug 2026	25 Aug 2025	4.12	Quarterly	FRN	S&P AA-	7,000,000.00	7,000,000.00	7,052,780.00
LC113804	15 Oct 2021	Suncorp Bank (Norfina Ltd) - Subsidiary of ANZ	AU3FN0062964	15 Sep 2026	15 Sep 2025	4.19	Quarterly	FRN	S&P AA-	12,900,000.00	12,900,000.00	12,966,951.00
LC180295	18 Sep 2023	QPCU LTD t/a QBANK	AU3FN0081295	18 Sep 2026	18 Sep 2025	5.35	Quarterly	FRN	S&P BBB-	9,500,000.00	9,500,000.00	9,662,545.00
LC180163	20 Sep 2023	Illawarra Credit Union Ltd	AU3FN0081287	21 Sep 2026	22 Sep 2025	5.36	Quarterly	FRN	S&P BBB-	9,000,000.00	9,000,000.00	9,050,670.00
LC190930	23 Jan 2024	Credit Union Australia Ltd t/as Great Southern Bank	AU3FN0084299	23 Oct 2026	23 Oct 2025	5.29	Quarterly	FRN	Moody's Baa1	2,500,000.00	2,500,000.00	2,529,475.00
LC116445	17 Dec 2021	Bank of Queensland Ltd	AU3FN0063764	27 Oct 2026	27 Oct 2025	4.50	Quarterly	FRN	S&P A-	22,000,000.00	22,000,000.00	22,072,820.00



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LX185851	17 Nov 2023	Police Bank Ltd	AU3FN0083028	17 Nov 2026	18 Aug 2025	5.36	Quarterly	FRN	S&P BBB+	5,000,000.00	5,000,000.00	5,085,650.00
LC187340	1 Dec 2023	QPCU LTD t/a QBANK	AU3FN0083549	1 Dec 2026	1 Sep 2025	5.36	Quarterly	FRN	S&P BBB-	10,000,000.00	10,000,000.00	10,208,300.00
LC111486	26 Aug 2021	Northern Territory Treasury Corporation		15 Dec 2026	15 Dec 2025	1.40	Semi Annual	Fixed	Moody's Aa3	5,000,000.00	5,000,000.00	5,008,800.00
LC116992	14 Jan 2022	Commonwealth Bank of Australia Ltd	AU3FN0065579	14 Jan 2027	14 Oct 2025	4.42	Quarterly	FRN	S&P AA-	6,500,000.00	6,500,000.00	6,537,115.00
LC117127	25 Jan 2022	Suncorp Bank (Norfina Ltd) - Subsidiary of ANZ	AU3FN0065694	25 Jan 2027	27 Oct 2025	4.50	Quarterly	FRN	S&P AA-	13,000,000.00	13,000,000.00	13,059,410.00
LC117174	25 Jan 2022	Westpac Banking Corporation Ltd	AU3FN0065702	25 Jan 2027	27 Oct 2025	4.42	Quarterly	FRN	S&P AA-	16,000,000.00	16,000,000.00	16,066,080.00
LC209063	17 Jun 2024	Bank of Queensland Ltd	AU3CB0296168	27 Jan 2027	27 Jan 2026	4.70	Semi Annual	Fixed	S&P A-	5,000,000.00	5,000,000.00	5,044,200.00
LX232795	30 Jan 2025	Australian Military Bank Limited		3 Feb 2027	3 Feb 2027	4.85	Maturity	TD	Moody's Baa1	5,000,000.00	5,000,000.00	5,120,917.80
LC181165	29 Sep 2023	Credit Union Australia Ltd t/as Great Southern Bank	AU3FN0074787	9 Feb 2027	11 Aug 2025	5.46	Quarterly	FRN	Moody's Baa1	12,500,000.00	12,500,000.00	12,819,250.00
LX190938	19 Jan 2024	Newcastle Greater Mutual Group Ltd	AU3FN0066221	10 Feb 2027	11 Aug 2025	4.80	Quarterly	FRN	S&P BBB+	13,100,000.00	13,100,000.00	13,264,667.00
LX232796	30 Jan 2025	Australian Military Bank Limited		10 Feb 2027	10 Feb 2027	4.85	Maturity	TD	Moody's Baa1	5,000,000.00	5,000,000.00	5,120,917.80
LC169102	2 Jun 2023	Bank Australia Limited	AU3FN0075461	22 Feb 2027	22 Aug 2025	5.28	Quarterly	FRN	S&P BBB+	9,250,000.00	9,250,000.00	9,403,087.50
LX242437	4 Mar 2025	Unity Bank Ltd		10 Mar 2027	10 Mar 2026	4.70	Annual	TD	S&P BBB+	5,000,000.00	5,000,000.00	5,095,931.50
LC229251	16 Dec 2024	Auswide Bank Limited	AU3FN0086104	22 Mar 2027	22 Sep 2025	5.26	Quarterly	FRN	Moody's Baa2	2,750,000.00	2,750,000.00	2,786,630.00
LC213714	6 Aug 2024	Teachers Mutual Bank Ltd	AU3FN0089132	21 Jun 2027	22 Sep 2025	4.96	Quarterly	FRN	Moody's Baa1	10,000,000.00	10,000,000.00	10,143,700.00
LC229257	16 Dec 2024	AMP Bank Ltd	AU3FN0091674	13 Sep 2027	15 Sep 2025	4.99	Quarterly	FRN	S&P BBB+	24,000,000.00	24,000,000.00	24,298,320.00
LC234197	17 Feb 2025	Credit Union Australia Ltd t/as Great Southern Bank	AU3FN0093076	1 Nov 2027	1 Aug 2025	4.91	Quarterly	FRN	Moody's Baa1	5,000,000.00	5,000,000.00	5,076,150.00
LC229250	16 Dec 2024	Police Bank Ltd	AU3FN0093423	8 Nov 2027	8 Aug 2025	4.97	Quarterly	FRN	S&P BBB+	2,000,000.00	2,000,000.00	2,024,580.00
LC207926	3 Jun 2024	Bank Australia Limited	AU3FN0085031	21 Feb 2028	21 Aug 2025	5.43	Quarterly	FRN	S&P BBB+	10,000,000.00	10,000,000.00	10,214,600.00
LX242459	4 Mar 2025	Unity Bank Ltd		8 Mar 2028	9 Mar 2026	4.80	Annual	TD	S&P BBB+	5,000,000.00	5,000,000.00	5,097,972.60
LC243357	4 Mar 2025	Maitland Mutual Ltd t/as The Mutual Bank		15 Mar 2028	4 Mar 2026	4.75	Annual	TD	S&P BBB	5,000,000.00	5,000,000.00	5,096,952.05
LC243358	4 Mar 2025	Maitland Mutual Ltd t/as The Mutual Bank		22 Mar 2028	4 Mar 2026	4.75	Annual	TD	S&P BBB	5,000,000.00	5,000,000.00	5,096,952.05
LC167397	9 May 2023	Bank of Queensland Ltd	AU3FN0077798	9 May 2028	11 Aug 2025	5.01	Quarterly	COVERED FLO	Moody's Aaa	5,000,000.00	5,000,000.00	5,107,200.00
LC179277	6 Sep 2023	UBS Australia Ltd	AU3FN0077970	12 May 2028	12 Aug 2025	5.35	Quarterly	FRN	S&P A+	7,600,000.00	7,600,000.00	7,856,272.00
LX254642	28 May 2025	Bank of China Limited, Sydney Branch		26 May 2028	26 Aug 2025	4.53	Quarterly	FRD	Moody's A1	5,000,000.00	5,000,000.00	5,039,715.05
LX257426	11 Jun 2025	Bank of China Limited, Sydney Branch		11 Jun 2028	11 Sep 2025	4.57	Quarterly	FRD	Moody's A1	10,000,000.00	10,000,000.00	10,062,669.90
LX259843	26 Jun 2025	Bank of China Limited, Sydney Branch		26 Jun 2028	26 Sep 2025	4.42	Quarterly	FRD	Moody's A1	10,000,000.00	10,000,000.00	10,042,383.60
LC142120	15 Nov 2018	NSW Treasury Corporation	AU3SG0001878	15 Nov 2028	15 Nov 2025	3.00	Semi Annual	Fixed	Moody's Aaa	15,000,000.00	15,000,000.00	14,806,650.00
LC234194	13 Feb 2025	Rabobank Australia Ltd		14 Feb 2029	13 Feb 2026	5.04	Annual	TD	S&P A+	5,000,000.00	5,000,000.00	5,115,989.05
LC242475	4 Mar 2025	Rabobank Australia Ltd		7 Mar 2029	9 Mar 2026	4.87	Annual	TD	S&P A+	5,000,000.00	5,000,000.00	5,099,401.35
LC247916	15 Apr 2025	Rabobank Australia Ltd		18 Apr 2029	20 Apr 2026	4.55	Annual	TD	S&P A+	10,000,000.00	10,000,000.00	10,129,643.80
LX251671	14 May 2025	Westpac Banking Corporation Ltd		18 Apr 2029	14 May 2026	4.35	Annual	TD	S&P AA-	5,000,000.00	5,000,000.00	5,046,479.45
LC247923	17 Apr 2025	Bank of Queensland Ltd	AU3FN0087201	30 Apr 2029	30 Oct 2025	4.98	Quarterly	FRN	S&P A-	8,490,000.00	8,490,000.00	8,590,606.50



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LX254409	28 May 2025	ING Bank Australia Limited		9 May 2029	28 May 2026	4.27	Annual	TD	S&P A	5,000,000.00	5,000,000.00	5,037,435.60
LX248087	17 Apr 2025	ING Bank Australia Limited	AU3FN0090288	20 Aug 2029	20 Aug 2025	4.81	Quarterly	FRN	S&P A	10,000,000.00	10,000,000.00	10,172,600.00
LC230779	8 Jan 2025	Rabobank Australia Ltd		9 Jan 2030	8 Jan 2026	5.03	Annual	TD	S&P A+	5,000,000.00	5,000,000.00	5,140,564.40
LC242496	6 Mar 2025	Newcastle Greater Mutual Group Ltd	AU3FN0094827	21 Jan 2030	21 Oct 2025	4.93	Quarterly	FRN	S&P BBB+	20,000,000.00	20,000,000.00	20,050,800.00
LC234196	13 Feb 2025	Rabobank Australia Ltd		13 Feb 2030	13 Feb 2026	5.15	Annual	TD	S&P A+	5,000,000.00	5,000,000.00	5,118,520.55
LC242489	4 Mar 2025	Rabobank Australia Ltd		27 Feb 2030	27 Feb 2026	5.00	Annual	TD	S&P A+	5,000,000.00	5,000,000.00	5,102,054.80
LC259849	30 Jun 2025	National Australia Bank Ltd	AU3CB0319705	18 Mar 2030	18 Sep 2025	4.60	Semi Annual	Fixed	S&P AA-	5,000,000.00	5,000,000.00	5,156,000.00
LX251647	14 May 2025	ING Bank Australia Limited		20 Mar 2030	14 May 2026	4.37	Annual	TD	S&P A	5,000,000.00	5,000,000.00	5,046,693.15
LX251672	14 May 2025	Westpac Banking Corporation Ltd		3 Apr 2030	14 May 2026	4.49	Annual	TD	S&P AA-	5,000,000.00	5,000,000.00	5,047,975.35
LC247918	15 Apr 2025	Rabobank Australia Ltd		3 Apr 2030	15 Apr 2026	4.75	Annual	TD	S&P A+	10,000,000.00	10,000,000.00	10,139,246.60
LX257408	11 Jun 2025	Westpac Banking Corporation Ltd		1 May 2030	11 Jun 2026	4.25	Annual	TD	S&P AA-	5,000,000.00	5,000,000.00	5,029,109.60
LX254410	28 May 2025	ING Bank Australia Limited		8 May 2030	28 May 2026	4.42	Annual	TD	S&P A	5,000,000.00	5,000,000.00	5,038,750.70
LC259864	30 Jun 2025	Suncorp Bank (Norfina Ltd) - Subsidiary of ANZ	AU3FN0098711	21 May 2030	21 Aug 2025	4.66	Quarterly	FRN	S&P AA-	25,000,000.00	25,000,000.00	25,355,250.00
										778,847,614.83	778,847,614.83	790,390,462.61
Total										778,847,614.83	778,847,614.83	790,390,462.61

Coupon Rate is the full coupon rate at the next coupon date if that next coupon exists.



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2. Interest and Distribution Income Received For 1 July 2025 to 31 July 2025

Security ISIN	Security	Issuer	Income Expense Code	Settlement Date	Face Value (Basis of Interest Calculation)	Consideration Notional	Income Type	Trading Book
	AMP At Call	AMP Bank Ltd	IEI458081	1 Jul 2025		24.46	Bank Interest	Central Coast Council
	CBA At Call	Commonwealth Bank of Australia Ltd	IEI458084	1 Jul 2025		68,674.41	Bank Interest	Central Coast Council
	NAB 5.2 02 Jul 2025 335DAY TD	National Australia Bank Ltd	IEI373236	2 Jul 2025	5,000,000.00	238,630.14	Security Coupon Interest	Central Coast Council
	BOQ 0.58 08 Jul 2026 1826DAY FRD	Bank of Queensland Ltd	IEI457721	8 Jul 2025	5,000,000.00	57,864.78	Security Coupon Interest	Central Coast Council
	RABO 5.32 09 Jul 2025 378DAY TD	Rabobank Australia Ltd	IEI367875	9 Jul 2025	5,000,000.00	275,473.97	Security Coupon Interest	Central Coast Council
	BOQ 5.11 10 Jul 2025 210DAY TD	Bank of Queensland Ltd	IEI398465	10 Jul 2025	7,500,000.00	220,500.00	Security Coupon Interest	Central Coast Council
AU3FN0072369	MYS 1.3 13 Oct 2025 FRN	MyState Bank Ltd	IEI458705	14 Jul 2025	10,000,000.00	133,328.71	Security Coupon Interest	Central Coast Council
AU3FN0065579	CBA 0.7 14 Jan 2027 FRN	Commonwealth Bank of Australia Ltd	IEI458704	15 Jul 2025	6,500,000.00	76,940.38	Security Coupon Interest	Central Coast Council
	RABO 5.15 15 Jul 2025 307DAY TD	Rabobank Australia Ltd	IEI381040	15 Jul 2025	5,000,000.00	210,273.97	Security Coupon Interest	Central Coast Council
	AMP 5.1 16 Jul 2025 189DAY TD	AMP Bank Ltd	IEI403503	16 Jul 2025	5,000,000.00	132,041.10	Security Coupon Interest	Central Coast Council
	Unity 5.35 16 Jul 2025 398DAY TD	Unity Bank Ltd	IEI461065	16 Jul 2025	5,000,000.00	24,184.93	Security Coupon Interest	Central Coast Council
	CUA 5.16 17 Jul 2025 217DAY TD	Credit Union Australia Ltd t/as Great Southern Bank	IEI398466	17 Jul 2025	5,000,000.00	153,386.30	Security Coupon Interest	Central Coast Council
AU3FN0094827	NPBS 1.25 21 Jan 2030 FRN	Newcastle Greater Mutual Group Ltd	IEI463064	21 Jul 2025	20,000,000.00	256,546.85	Security Coupon Interest	Central Coast Council
	BOQ 0.58 22 Jul 2026 1826DAY FRD	Bank of Queensland Ltd	IEI464190	22 Jul 2025	3,000,000.00	33,898.37	Security Coupon Interest	Central Coast Council
AU3FN0059721	CUA 0.68 22 Apr 2026 FRN	Credit Union Australia Ltd t/as Great Southern Bank	IEI464189	22 Jul 2025	11,000,000.00	127,036.50	Security Coupon Interest	Central Coast Council
	NAB 5.2 23 Jul 2025 356DAY TD	National Australia Bank Ltd	IEI373237	23 Jul 2025	5,000,000.00	253,589.04	Security Coupon Interest	Central Coast Council
AU3FN0084299	CUA 1.6 23 Oct 2026 FRN	Credit Union Australia Ltd t/as Great Southern Bank	IEI464448	24 Jul 2025	2,500,000.00	34,509.57	Security Coupon Interest	Central Coast Council
	CUA 5.16 24 Jul 2025 224DAY TD	Credit Union Australia Ltd t/as Great Southern Bank	IEI398467	24 Jul 2025	5,000,000.00	158,334.25	Security Coupon Interest	Central Coast Council
AU3FN0065694	SunBank 0.78 25 Jan 2027 FRN	Suncorp Bank (Norfina Ltd) - Subsidiary of ANZ	IEI465045	25 Jul 2025	13,000,000.00	146,563.64	Security Coupon Interest	Central Coast Council
AU3FN0065702	Westpac 0.7 25 Jan 2027 FRN	Westpac Banking Corporation Ltd	IEI465046	25 Jul 2025	16,000,000.00	177,299.99	Security Coupon Interest	Central Coast Council
AU3FN0063764	BOQ 0.8 27 Oct 2026 FRN	Bank of Queensland Ltd	IEI465650	29 Jul 2025	22,000,000.00	257,583.35	Security Coupon Interest	Central Coast Council
AU3CB0296168	BOQ 4.7 27 Jan 2027 Fixed	Bank of Queensland Ltd	IEI465652	29 Jul 2025	5,000,000.00	117,500.00	Security Coupon Interest	Central Coast Council
AU3FN0072740	TMB 1.5 28 Oct 2025 FRN	Teachers Mutual Bank Ltd	IEI465651	29 Jul 2025	2,000,000.00	26,907.08	Security Coupon Interest	Central Coast Council
AU3FN0055307	UBS Aust 0.87 30 Jul 2025 FRN	UBS Australia Ltd	IEI466195	30 Jul 2025	10,000,000.00	118,287.53	Security Coupon Interest	Central Coast Council
AU3FN0087201	BOQ 1.28 30 Apr 2029 FRN	Bank of Queensland Ltd	IEI466196	31 Jul 2025	8,490,000.00	109,104.52	Security Coupon Interest	Central Coast Council
AU3CB0273407	UBS Aust 1.2 30 Jul 2025 Fixed	UBS Australia Ltd	IEI466194	31 Jul 2025	4,000,000.00	24,000.00	Security Coupon Interest	Central Coast Council
						3,432,483.84		



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3. Acquisitions, Disposals and Maturities Between 1 July 2025 and 31 July 2025

Security	Issuer	Security ISIN	Deal Code	Acquisition/ Disposal	Transaction Date	Settlement Date	Face Value Original	Face Value Current	Bond Factor	Capital Price	Accrued Interest Price	Gross Price	Consideration Notional
AMP At Call	AMP Bank Ltd		LC261808	Acquisition	1 Jul 2025	1 Jul 2025	24.46	24.46	1.00000000	100.000	0.000	100.000	24.46
CBA At Call	Commonwealth Bank of Australia Ltd		LC261809	Acquisition	1 Jul 2025	1 Jul 2025	68,674.41	68,674.41	1.00000000	100.000	0.000	100.000	68,674.41
CBA At Call	Commonwealth Bank of Australia Ltd		LC261812	Acquisition	1 Jul 2025	1 Jul 2025	3,300,000.00	3,300,000.00	1.00000000	100.000	0.000	100.000	3,300,000.00
NAB 5.2 02 Jul 2025 335DAY TD	National Australia Bank Ltd		LX213689	Maturity	2 Jul 2025		5,000,000.00	5,000,000.00	1.00000000	100.000	0.000	100.000	(5,000,000.00)
CBA At Call	Commonwealth Bank of Australia Ltd		LC265031	Disposal	3 Jul 2025	3 Jul 2025	20,000,000.00	20,000,000.00	1.00000000	100.000	0.000	100.000	(20,000,000.00)
RABO 5.32 09 Jul 2025 378DAY TD	Rabobank Australia Ltd		LC210140	Maturity	9 Jul 2025		5,000,000.00	5,000,000.00	1.00000000	100.000	0.000	100.000	(5,000,000.00)
BOQ 5.11 10 Jul 2025 210DAY TD	Bank of Queensland Ltd		LX229255	Maturity	10 Jul 2025		7,500,000.00	7,500,000.00	1.00000000	100.000	0.000	100.000	(7,500,000.00)
RABO 5.15 Jul 2025 307DAY TD	Rabobank Australia Ltd		LC217987	Maturity	15 Jul 2025		5,000,000.00	5,000,000.00	1.00000000	100.000	0.000	100.000	(5,000,000.00)
AMP 5.1 16 Jul 2025 189DAY TD	AMP Bank Ltd		LC230773	Maturity	16 Jul 2025		5,000,000.00	5,000,000.00	1.00000000	100.000	0.000	100.000	(5,000,000.00)
Unity 5.35 16 Jul 2025 398DAY TD	Unity Bank Ltd		LX209090	Maturity	16 Jul 2025		5,000,000.00	5,000,000.00	1.00000000	100.000	0.000	100.000	(5,000,000.00)
CUA 5.16 17 Jul 2025 217DAY TD	Credit Union Australia Ltd t/as Great Southern Bank		LX229258	Maturity	17 Jul 2025		5,000,000.00	5,000,000.00	1.00000000	100.000	0.000	100.000	(5,000,000.00)
NAB 5.2 23 Jul 2025 356DAY TD	National Australia Bank Ltd		LX213692	Maturity	23 Jul 2025		5,000,000.00	5,000,000.00	1.00000000	100.000	0.000	100.000	(5,000,000.00)
CUA 5.16 24 Jul 2025 224DAY TD	Credit Union Australia Ltd t/as Great Southern Bank		LX229259	Maturity	24 Jul 2025		5,000,000.00	5,000,000.00	1.00000000	100.000	0.000	100.000	(5,000,000.00)
UBS Aust 1.2 30 Jul 2025 Fixed	UBS Australia Ltd	AU3CB0273407	LC100329	Maturity	30 Jul 2025		4,000,000.00	4,000,000.00	1.00000000	100.000	0.000	100.000	(4,000,000.00)
UBS Aust 0.87 30 Jul 2025 FRN	UBS Australia Ltd	AU3FN0055307	LC104737	Maturity	30 Jul 2025		10,000,000.00	10,000,000.00	1.00000000	100.000	0.000	100.000	(10,000,000.00)
													(78,131,301.13)

Notes

1. The maturity of 'MBS' type securities are excluded from the above list
2. At maturity, securities are assumed to be priced at capital price = 100, accrued interest = 0
3. To avoid misleading maturity data, the reporting period should start immediately after a month end and the reporting period should be kept small (e.g. 1 month).



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4. Interest Income Accrued As At 31 July 2025

Latest Deal Code	Security	WAL / Interim Maturity Date	Issue Date	Prior Coupon Date	Next Coupon Date	Accrual Period (Days)	Coupon Rate	Franking Credit Rate	Coupon Frequency	Face Value Notional	Current Face Value Notional	Latest Purchase Consideration	Market Value	Accrued Interest
LC261808	AMP At Call	1 Aug 2025	31 Oct 2020	1 Jun 2025		60	4.5000		Nil	6,637.42	6,637.42	24.46	6,637.42	49.10
LC265031	CBA At Call	1 Aug 2025	31 Oct 2020	30 Sep 2023		670	4.1000		Nil	5,070,977.41	5,070,977.41	20,000,000.00	5,070,977.41	381,643.15
LC210145	RABO 5.32 06 Aug 2025 406DAY TD	6 Aug 2025	26 Jun 2024		6 Aug 2025	400	5.3200		Maturity	5,000,000.00	5,000,000.00	5,000,000.00	5,291,506.85	291,506.85
LC223234	BBA 5.15 13 Aug 2025 279DAY TD	13 Aug 2025	7 Nov 2024		13 Aug 2025	266	5.1500		Maturity	5,000,000.00	5,000,000.00	5,000,000.00	5,187,657.55	187,657.53
LX209091	G&C MB 5.35 20 Aug 2025 433DAY TD	20 Aug 2025	13 Jun 2024	13 Jun 2025	20 Aug 2025	48	5.3500		Annual	5,000,000.00	5,000,000.00	5,000,000.00	5,035,178.10	35,178.08
LC223235	BBA 5.15 27 Aug 2025 293DAY TD	27 Aug 2025	7 Nov 2024		27 Aug 2025	266	5.1500		Maturity	5,000,000.00	5,000,000.00	5,000,000.00	5,187,657.55	187,657.53
LX225649	DFB 5.09 03 Sep 2025 279DAY TD	3 Sep 2025	28 Nov 2024		3 Sep 2025	245	5.0900		Maturity	5,000,000.00	5,000,000.00	5,000,000.00	5,170,828.75	170,828.77
LC218018	ING 4.95 10 Sep 2025 364DAY TD	10 Sep 2025	11 Sep 2024		10 Sep 2025	323	4.9500		Maturity	5,000,000.00	5,000,000.00	5,000,000.00	5,219,020.55	219,020.55
LX209092	G&C MB 5.35 17 Sep 2025 461DAY TD	17 Sep 2025	13 Jun 2024	13 Jun 2025	17 Sep 2025	48	5.3500		Annual	5,000,000.00	5,000,000.00	5,000,000.00	5,035,178.10	35,178.08
LC190925	JUDO 6.4 26 Sep 2025 Fixed	26 Sep 2025	26 Sep 2022	26 Mar 2025	26 Sep 2025	127	6.4000		Semi Annual	8,630,000.00	8,630,000.00	3,705,830.70	8,837,033.70	192,177.10
LC230775	AMP 5.05 01 Oct 2025 266DAY TD	1 Oct 2025	8 Jan 2025		1 Oct 2025	204	5.0500		Maturity	5,000,000.00	5,000,000.00	5,000,000.00	5,141,123.30	141,123.29
LX220905	ING 5.03 08 Oct 2025 356DAY TD	8 Oct 2025	17 Oct 2024		8 Oct 2025	287	5.0300		Maturity	5,000,000.00	5,000,000.00	5,000,000.00	5,197,754.80	197,754.79
LX230777	Auswide 5.08 Oct 2025 273DAY TD	8 Oct 2025	8 Jan 2025		8 Oct 2025	204	5.0000		Maturity	5,000,000.00	5,000,000.00	5,000,000.00	5,139,726.05	139,726.03
LC155063	MYS 1.3 13 Oct 2025 FRN	13 Oct 2025	13 Oct 2022	14 Jul 2025	13 Oct 2025	17	5.0168		Quarterly	10,000,000.00	10,000,000.00	10,000,000.00	10,033,800.00	23,365.92
LC247974	BENAU 4.55 15 Oct 2025 183DAY TD	15 Oct 2025	15 Apr 2025		15 Oct 2025	107	4.5500		Maturity	5,000,000.00	5,000,000.00	5,000,000.00	5,066,691.80	66,691.78
LX247920	BOQ 4.68 22 Oct 2025 190DAY TD	22 Oct 2025	15 Apr 2025		22 Oct 2025	107	4.6800		Maturity	5,000,000.00	5,000,000.00	5,000,000.00	5,068,597.25	68,597.26
LX220906	ING 5.03 22 Oct 2025 370DAY TD	22 Oct 2025	17 Oct 2024		22 Oct 2025	287	5.0300		Maturity	5,000,000.00	5,000,000.00	5,000,000.00	5,197,754.80	197,754.79
LC181158	TMB 1.5 28 Oct 2025 FRN	28 Oct 2025	28 Oct 2022	28 Jul 2025	28 Oct 2025	3	5.2010		Quarterly	2,000,000.00	2,000,000.00	2,033,180.00	2,005,780.00	854.96
LX247919	BOCSYD 4.62 29 Oct 2025 197DAY TD	29 Oct 2025	15 Apr 2025		29 Oct 2025	107	4.6200		Maturity	5,000,000.00	5,000,000.00	5,000,000.00	5,067,717.80	67,717.81
LC188385	Auswide 1.5 07 Nov 2025 FRN	7 Nov 2025	7 Nov 2022	7 May 2025	7 Aug 2025	85	5.3291		Quarterly	9,750,000.00	9,750,000.00	2,518,275.00	9,886,500.00	120,999.77
LC223313	ING 5.1 12 Nov 2025 370DAY TD	12 Nov 2025	7 Nov 2024		7 Nov 2025	266	5.1000		Semi Annual	5,000,000.00	5,000,000.00	5,000,000.00	5,185,835.60	185,835.62
LC208078	BVIC 5.25 19 Nov 2025 538DAY TD	19 Nov 2025	30 May 2024		19 Nov 2025	427	5.2500		Maturity	5,000,000.00	5,000,000.00	5,000,000.00	5,307,089.05	307,089.04
LC223315	ING 5.1 26 Nov 2025 384DAY TD	26 Nov 2025	7 Nov 2024		7 Nov 2025	266	5.1000		Semi Annual	5,000,000.00	5,000,000.00	5,000,000.00	5,185,835.60	185,835.62
LC254436	BENAU 4.25 01 Dec 2025 187DAY TD	1 Dec 2025	28 May 2025		1 Dec 2025	64	4.2500		Maturity	5,000,000.00	5,000,000.00	5,000,000.00	5,037,260.25	37,260.27
LC157929	CUA 1.58 01 Dec 2025 FRN	1 Dec 2025	1 Dec 2022	2 Jun 2025	1 Sep 2025	59	5.2850		Quarterly	3,500,000.00	3,500,000.00	3,500,000.00	3,541,930.00	29,900.07
LC112609	BENAU 0.52 02 Dec 2025 FRN	2 Dec 2025	2 Dec 2020	2 Jun 2025	2 Sep 2025	59	4.2250		Quarterly	35,500,000.00	35,500,000.00	4,512,240.00	35,744,950.00	242,445.55
LC157906	Qld Police 1.75 06 Dec 2025 FRN	6 Dec 2025	6 Dec 2022	6 Jun 2025	8 Sep 2025	55	5.4575		Quarterly	10,000,000.00	10,000,000.00	10,000,000.00	10,125,200.00	82,236.30
LX229252	Auswide 5.1 11 Dec 2025 364DAY TD	11 Dec 2025	12 Dec 2024		11 Dec 2025	231	5.1000		Maturity	5,000,000.00	5,000,000.00	5,000,000.00	5,161,383.55	161,383.56
LC223316	ING 5.1 19 Dec 2025 407DAY TD	19 Dec 2025	7 Nov 2024		7 Nov 2025	266	5.1000		Semi Annual	5,000,000.00	5,000,000.00	5,000,000.00	5,185,835.60	185,835.62
LX225654	ING 5.11 19 Dec 2025 386DAY TD	19 Dec 2025	28 Nov 2024		19 Dec 2025	245	5.1100		Maturity	5,000,000.00	5,000,000.00	5,000,000.00	5,171,500.00	171,500.00
LX225655	ING 5.11 24 Dec 2025 391DAY TD	24 Dec 2025	28 Nov 2024		24 Dec 2025	245	5.1100		Maturity	5,000,000.00	5,000,000.00	5,000,000.00	5,171,500.00	171,500.00
LC223317	ING 5.1 07 Jan 2026 426DAY TD	7 Jan 2026	7 Nov 2024		7 Nov 2025	266	5.1000		Semi Annual	5,000,000.00	5,000,000.00	5,000,000.00	5,185,835.60	185,835.62
LX230778	DFB 5.14 Jan 2026 371DAY TD	14 Jan 2026	8 Jan 2025		14 Jan 2026	204	5.0000		Maturity	5,000,000.00	5,000,000.00	5,000,000.00	5,139,726.05	139,726.03



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Latest Deal Code	Security	WAL / Interim Maturity Date	Issue Date	Prior Coupon Date	Next Coupon Date	Accrual Period (Days)	Coupon Rate	Franking Credit Rate	Coupon Frequency	Face Value Notional	Current Face Value Notional	Latest Purchase Consideration	Market Value	Accrued Interest
LC225657	RABO 5.1 28 Jan 2026 426DAY TD	28 Jan 2026	28 Nov 2024		28 Jan 2026	245	5.1000		Maturity	5,000,000.00	5,000,000.00	5,000,000.00	5,171,164.40	171,164.38
LX251667	Westpac 4.3 11 Feb 2026 273DAY TD	11 Feb 2026	14 May 2025		11 Feb 2026	78	4.3000		Maturity	5,000,000.00	5,000,000.00	5,000,000.00	5,045,945.20	45,945.21
LX234188	BOCSYD 4.77 18 Feb 2026 370DAY TD	18 Feb 2026	13 Feb 2025		18 Feb 2026	168	4.7700		Maturity	5,000,000.00	5,000,000.00	5,000,000.00	5,109,775.35	109,775.34
LC217990	RABO 4.85 18 Feb 2026 525DAY TD	18 Feb 2026	11 Sep 2024		11 Sep 2025	323	4.8500		Annual	5,000,000.00	5,000,000.00	5,000,000.00	5,214,595.90	214,595.89
LC112608	SunBank 0.45 24 Feb 2026 FRN	24 Feb 2026	24 Feb 2021	26 May 2025	25 Aug 2025	66	4.1595		Quarterly	5,000,000.00	5,000,000.00	5,010,350.00	5,038,050.00	37,606.44
LC188379	RACB 1.5 24 Feb 2026 FRN	24 Feb 2026	24 Feb 2023	26 May 2025	25 Aug 2025	66	5.2095		Quarterly	6,500,000.00	6,500,000.00	2,758,855.00	6,591,195.00	61,229.47
LX234189	BOCSYD 4.77 25 Feb 2026 377DAY TD	25 Feb 2026	13 Feb 2025		25 Feb 2026	168	4.7700		Maturity	5,000,000.00	5,000,000.00	5,000,000.00	5,109,775.35	109,775.34
LC103543	UBS Aust 0.5 26 Feb 2026 FRN	26 Feb 2026	26 Feb 2021	26 May 2025	26 Aug 2025	66	4.2095		Quarterly	18,800,000.00	18,800,000.00	12,013,800.00	18,954,536.00	143,099.93
LC103141	NPBS 0.63 04 Mar 2026 FRN	4 Mar 2026	4 Mar 2021	4 Jun 2025	4 Sep 2025	57	4.3414		Quarterly	1,000,000.00	1,000,000.00	1,002,420.00	1,006,610.00	6,779.72
LC164300	Auswide 1.5 17 Mar 2026 FRN	17 Mar 2026	17 Mar 2023	17 Jun 2025	17 Sep 2025	44	5.2119		Quarterly	4,500,000.00	4,500,000.00	4,500,000.00	4,548,375.00	28,272.77
LC105450	CUA 0.68 22 Apr 2026 FRN	22 Apr 2026	22 Apr 2021	22 Jul 2025	22 Oct 2025	9	4.3736		Quarterly	11,000,000.00	11,000,000.00	11,000,000.00	11,016,830.00	11,862.64
LC109088	BOQ 0.63 06 May 2026 FRN	6 May 2026	6 May 2021	6 May 2025	6 Aug 2025	86	4.4768		Quarterly	5,000,000.00	5,000,000.00	5,026,950.00	5,058,000.00	52,740.38
LC225658	RABO 5.1 20 May 2026 538DAY TD	20 May 2026	28 Nov 2024		20 May 2026	245	5.1000		Maturity	5,000,000.00	5,000,000.00	5,000,000.00	5,171,164.40	171,164.38
LX251669	Westpac 4.38 27 May 2026 378DAY TD	27 May 2026	14 May 2025		14 May 2026	78	4.3800		Semi Annual	5,000,000.00	5,000,000.00	5,000,000.00	5,046,800.00	46,800.00
LX251674	Westpac 4.38 01 Jun 2026 383DAY TD	1 Jun 2026	14 May 2025		14 May 2026	78	4.3800		Semi Annual	5,000,000.00	5,000,000.00	5,000,000.00	5,046,800.00	46,800.00
LC137828	TMB 0.68 16 Jun 2026 FRN	16 Jun 2026	16 Jun 2021	16 Jun 2025	16 Sep 2025	45	4.3938		Quarterly	1,700,000.00	1,700,000.00	1,674,194.00	1,709,962.00	9,208.92
LC169762	Qld Police 1.7 16 Jun 2026 FRN	16 Jun 2026	16 Jun 2023	16 Jun 2025	16 Sep 2025	45	5.4138		Quarterly	4,500,000.00	4,500,000.00	4,500,000.00	4,571,055.00	30,035.47
LC109586	BENAU 0.65 18 Jun 2026 FRN	18 Jun 2026	18 Jun 2021	18 Jun 2025	18 Sep 2025	43	4.3494		Quarterly	15,300,000.00	15,300,000.00	3,019,110.00	15,397,002.00	78,396.45
LX259846	NAB 4.02 01 Jul 2026 370DAY TD	1 Jul 2026	26 Jun 2025		1 Jul 2026	35	4.0200		Maturity	5,000,000.00	5,000,000.00	5,000,000.00	5,019,273.95	19,273.97
LX109029	BOQ 0.58 08 Jul 2026 1826DAY FRD	8 Jul 2026	8 Jul 2021	8 Jul 2025	8 Oct 2025	23	4.1555		Quarterly	5,000,000.00	5,000,000.00	5,000,000.00	5,013,092.65	13,092.67
LX109587	BOQ 0.58 22 Jul 2026 1826DAY FRD	22 Jul 2026	22 Jul 2021	22 Jul 2025	22 Oct 2025	9	4.2736		Quarterly	3,000,000.00	3,000,000.00	3,000,000.00	3,003,161.28	3,161.29
LC234191	RABO 4.78 05 Aug 2026 538DAY TD	5 Aug 2026	13 Feb 2025		13 Feb 2026	168	4.7800		Annual	5,000,000.00	5,000,000.00	5,000,000.00	5,110,005.50	110,005.48
LC234192	RABO 4.73 19 Aug 2026 552DAY TD	19 Aug 2026	13 Feb 2025		13 Feb 2026	168	4.7300		Annual	5,000,000.00	5,000,000.00	5,000,000.00	5,108,854.80	108,854.79
LC112610	NAB 0.41 24 Aug 2026 FRN	24 Aug 2026	24 Aug 2021	26 May 2025	25 Aug 2025	66	4.1195		Quarterly	7,000,000.00	7,000,000.00	7,012,180.00	7,052,780.00	52,142.71
LC113804	SunBank 0.48 15 Sep 2026 FRN	15 Sep 2026	15 Sep 2021	16 Jun 2025	15 Sep 2025	45	4.1938		Quarterly	12,900,000.00	12,900,000.00	9,989,800.00	12,966,951.00	66,698.65
LC180295	Qld Police 1.65 18 Sep 2026 FRN	18 Sep 2026	18 Sep 2023	18 Jun 2025	18 Sep 2025	43	5.3494		Quarterly	9,500,000.00	9,500,000.00	9,500,000.00	9,662,545.00	59,869.31
LC180163	CACU 1.7 21 Sep 2026 FRN	21 Sep 2026	20 Sep 2023	23 Jun 2025	22 Sep 2025	38	5.3639		Quarterly	9,000,000.00	9,000,000.00	9,000,000.00	9,050,670.00	50,259.01
LC190930	CUA 1.6 23 Oct 2026 FRN	23 Oct 2026	23 Jan 2024	23 Jul 2025	23 Oct 2025	8	5.2900		Quarterly	2,500,000.00	2,500,000.00	2,506,975.00	2,529,475.00	2,898.63
LC116445	BOQ 0.8 27 Oct 2026 FRN	27 Oct 2026	27 Oct 2021	28 Jul 2025	27 Oct 2025	3	4.5010		Quarterly	22,000,000.00	22,000,000.00	15,059,400.00	22,072,820.00	8,138.79
LX185851	PCU 1.55 17 Nov 2026 FRN	17 Nov 2026	17 Nov 2023	19 May 2025	18 Aug 2025	73	5.3576		Quarterly	5,000,000.00	5,000,000.00	5,000,000.00	5,085,650.00	53,576.00
LC187340	Qld Police 1.65 01 Dec 2026 FRN	1 Dec 2026	1 Dec 2023	2 Jun 2025	1 Sep 2025	59	5.3550		Quarterly	10,000,000.00	10,000,000.00	10,000,000.00	10,208,300.00	86,560.27
LC111486	NTTC 1.4 15 Dec 2026 - Issued 26 August 2021 - CCC Fixed	15 Dec 2026	26 Aug 2021	15 Jun 2025	15 Dec 2025	46	1.4000		Semi Annual	5,000,000.00	5,000,000.00	5,000,000.00	5,008,800.00	8,821.92
LC116992	CBA 0.7 14 Jan 2027 FRN	14 Jan 2027	14 Jan 2022	14 Jul 2025	14 Oct 2025	17	4.4168		Quarterly	6,500,000.00	6,500,000.00	6,500,000.00	6,537,115.00	13,371.41
LC117127	SunBank 0.78 25 Jan 2027 FRN	25 Jan 2027	25 Jan 2022	25 Jul 2025	27 Oct 2025	6	4.4997		Quarterly	13,000,000.00	13,000,000.00	13,000,000.00	13,059,410.00	9,615.80



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LC117174	Westpac 0.7 25 Jan 2027 FRN	25 Jan 2027	25 Jan 2022	25 Jul 2025	27 Oct 2025	6	4.4197		Quarterly	16,000,000.00	16,000,000.00	16,000,000.00	16,066,080.00	11,624.42
LC209063	BOQ 4.7 27 Jan 2027 Fixed	27 Jan 2027	27 Jan 2023	27 Jul 2025	27 Jan 2026	4	4.7000		Semi Annual	5,000,000.00	5,000,000.00	5,039,500.00	5,044,200.00	2,575.34
LX232795	AMB 4.85 03 Feb 2027 734DAY TD	3 Feb 2027	30 Jan 2025		3 Feb 2027	182	4.8500		Maturity	5,000,000.00	5,000,000.00	5,000,000.00	5,120,917.80	120,917.81
LC181165	CUA 1.65 09 Feb 2027 FRN	9 Feb 2027	9 Feb 2023	9 May 2025	11 Aug 2025	83	5.4596		Quarterly	12,500,000.00	12,500,000.00	7,646,550.00	12,819,250.00	155,187.26
LX190938	NPBS 1 10 Feb 2027 FRN	10 Feb 2027	10 Feb 2022	12 May 2025	11 Aug 2025	80	4.8003		Quarterly	13,100,000.00	13,100,000.00	9,991,700.00	13,264,667.00	137,827.79
LX232796	AMB 4.85 10 Feb 2027 741DAY TD	10 Feb 2027	30 Jan 2025		10 Feb 2027	182	4.8500		Maturity	5,000,000.00	5,000,000.00	5,000,000.00	5,120,917.80	120,917.81
LC169102	BAL 1.55 22 Feb 2027 FRN	22 Feb 2027	22 Feb 2023	22 May 2025	22 Aug 2025	70	5.2803		Quarterly	9,250,000.00	9,250,000.00	4,287,995.00	9,403,087.50	93,671.08
LX242437	G&C MB 4.7 10 Mar 2027 736DAY TD	10 Mar 2027	4 Mar 2025		10 Mar 2026	149	4.7000		Annual	5,000,000.00	5,000,000.00	5,000,000.00	5,095,931.50	95,931.51
LC229251	Auswide 1.6 22 Mar 2027 FRN	22 Mar 2027	22 Mar 2024	23 Jun 2025	22 Sep 2025	38	5.2639		Quarterly	2,750,000.00	2,750,000.00	2,775,657.50	2,786,630.00	15,070.62
LC213714	TMB 1.3 21 Jun 2027 FRN	21 Jun 2027	21 Jun 2024	23 Jun 2025	22 Sep 2025	38	4.9639		Quarterly	10,000,000.00	10,000,000.00	10,114,900.00	10,143,700.00	51,678.96
LC229257	AMP 1.27 13 Sep 2027 FRN	13 Sep 2027	13 Sep 2024	13 Jun 2025	15 Sep 2025	48	4.9875		Quarterly	24,000,000.00	24,000,000.00	9,052,290.00	24,298,320.00	157,413.70
LC234197	CUA 1.03 01 Nov 2027 FRN	1 Nov 2027	1 Nov 2024	1 May 2025	1 Aug 2025	91	4.9097		Quarterly	5,000,000.00	5,000,000.00	5,031,800.00	5,076,150.00	61,203.11
LC229250	PCU 1.15 08 Nov 2027 FRN	8 Nov 2027	8 Nov 2024	8 May 2025	8 Aug 2025	84	4.9698		Quarterly	2,000,000.00	2,000,000.00	2,016,420.00	2,024,580.00	22,874.70
LC207926	BAL 1.7 21 Feb 2028 FRN	21 Feb 2028	21 Feb 2024	21 May 2025	21 Aug 2025	71	5.4325		Quarterly	10,000,000.00	10,000,000.00	10,114,700.00	10,214,600.00	105,673.29
LX242459	G&C MB 4.8 08 Mar 2028 1100DAY TD	8 Mar 2028	4 Mar 2025		9 Mar 2026	149	4.8000		Annual	5,000,000.00	5,000,000.00	5,000,000.00	5,097,972.60	97,972.60
LC243357	MMB 4.75 15 Mar 2028 1107DAY TD	15 Mar 2028	4 Mar 2025		4 Mar 2026	149	4.7500		Annual	5,000,000.00	5,000,000.00	5,000,000.00	5,096,952.05	96,952.05
LC243358	MMB 4.75 22 Mar 2028 1114DAY TD	22 Mar 2028	4 Mar 2025		4 Mar 2026	149	4.7500		Annual	5,000,000.00	5,000,000.00	5,000,000.00	5,096,952.05	96,952.05
LC167397	BOQ 1.2 09 May 2028 COVEREDFLO	9 May 2028	9 May 2023	9 May 2025	11 Aug 2025	83	5.0096		Quarterly	5,000,000.00	5,000,000.00	5,022,250.00	5,107,200.00	56,958.47
LC179277	UBS Aust 1.55 12 May 2028 FRN	12 May 2028	12 May 2023	12 May 2025	12 Aug 2025	80	5.3503		Quarterly	7,600,000.00	7,600,000.00	5,090,950.00	7,856,272.00	89,122.81
LX254642	BOCSYD 0.84 26 May 2028 1094DAY FRD	26 May 2028	28 May 2025		26 Aug 2025	64	4.5300		Quarterly	5,000,000.00	5,000,000.00	5,000,000.00	5,039,715.05	39,715.07
LX257426	BOCSYD 0.84 11 Jun 2028 1096DAY FRD	11 Jun 2028	11 Jun 2025		11 Sep 2025	50	4.5749		Quarterly	10,000,000.00	10,000,000.00	10,000,000.00	10,062,669.90	62,669.86
LX259843	BOCSYD 0.8 26 Jun 2028 1096DAY FRD	26 Jun 2028	26 Jun 2025		26 Sep 2025	35	4.4200		Quarterly	10,000,000.00	10,000,000.00	10,000,000.00	10,042,383.60	42,383.56
LC142120	NSWTC 3 15 Nov 2028 Fixed	15 Nov 2028	15 Nov 2018	15 May 2025	15 Nov 2025	77	3.0000		Semi Annual	15,000,000.00	15,000,000.00	14,700,900.00	14,806,650.00	94,931.51
LC234194	RABO 5.04 14 Feb 2029 1462DAY TD	14 Feb 2029	13 Feb 2025		13 Feb 2026	168	5.0400		Annual	5,000,000.00	5,000,000.00	5,000,000.00	5,115,989.05	115,989.04
LC242475	RABO 4.87 07 Mar 2029 1464DAY TD	7 Mar 2029	4 Mar 2025		9 Mar 2026	149	4.8700		Annual	5,000,000.00	5,000,000.00	5,000,000.00	5,099,401.35	99,401.37
LC247916	RABO 4.55 18 Apr 2029 1464DAY TD	18 Apr 2029	15 Apr 2025	18 Apr 2025	20 Apr 2026	104	4.5500		Annual	10,000,000.00	10,000,000.00	10,000,000.00	10,129,643.80	129,643.84
LX251671	Westpac 4.35 18 Apr 2029 1435DAY TD	18 Apr 2029	14 May 2025		14 May 2026	78	4.3500		Annual	5,000,000.00	5,000,000.00	5,000,000.00	5,046,479.45	46,479.45
LC247923	BOQ 1.28 30 Apr 2029 FRN	30 Apr 2029	30 Apr 2024	30 Jul 2025	30 Oct 2025	1	4.9818		Quarterly	8,490,000.00	8,490,000.00	8,636,197.80	8,590,606.50	1,158.78
LX254409	ING 4.27 09 May 2029 1442DAY TD	9 May 2029	28 May 2025		28 May 2026	64	4.2700		Annual	5,000,000.00	5,000,000.00	5,000,000.00	5,037,435.60	37,435.62
LX248087	ING 1.02 20 Aug 2029 FRN	20 Aug 2029	20 Aug 2024	20 May 2025	20 Aug 2025	72	4.8143		Quarterly	10,000,000.00	10,000,000.00	10,095,400.00	10,172,600.00	94,967.01
LC230779	RABO 5.03 09 Jan 2030 1827DAY TD	9 Jan 2030	8 Jan 2025		8 Jan 2026	204	5.0300		Annual	5,000,000.00	5,000,000.00	5,000,000.00	5,140,564.40	140,564.38
LC242496	NPBS 1.25 21 Jan 2030 FRN	21 Jan 2030	21 Jan 2025	21 Jul 2025	21 Oct 2025	10	4.9317		Quarterly	20,000,000.00	20,000,000.00	10,156,300.00	20,050,800.00	27,023.01
LC234196	RABO 5.15 13 Feb 2030 1826DAY TD	13 Feb 2030	13 Feb 2025		13 Feb 2026	168	5.1500		Annual	5,000,000.00	5,000,000.00	5,000,000.00	5,118,520.55	118,520.55
LC242489	RABO 5 27 Feb 2030 1821DAY TD	27 Feb 2030	4 Mar 2025		27 Feb 2026	149	5.0000		Annual	5,000,000.00	5,000,000.00	5,000,000.00	5,102,054.80	102,054.79



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LC259849	NAB 4.6 18 Mar 2030 Fixed	18 Mar 2030	18 Mar 2025		18 Sep 2025	135	4.6000		Semi Annual	5,000,000.00	5,000,000.00	5,177,400.00	5,156,000.00	85,068.49
LX251647	ING 4.37 20 Mar 2030 1771DAY TD	20 Mar 2030	14 May 2025		14 May 2026	78	4.3700		Annual	5,000,000.00	5,000,000.00	5,000,000.00	5,046,693.15	46,693.15
LX251672	Westpac 4.49 03 Apr 2030 1785DAY TD	3 Apr 2030	14 May 2025		14 May 2026	78	4.4900		Annual	5,000,000.00	5,000,000.00	5,000,000.00	5,047,975.35	47,975.34
LC247918	RABO 4.75 03 Apr 2030 1814DAY TD	3 Apr 2030	15 Apr 2025		15 Apr 2026	107	4.7500		Annual	10,000,000.00	10,000,000.00	10,000,000.00	10,139,246.60	139,246.58
LX257408	Westpac 4.25 01 May 2030 1785DAY TD	1 May 2030	11 Jun 2025		11 Jun 2026	50	4.2500		Annual	5,000,000.00	5,000,000.00	5,000,000.00	5,029,109.60	29,109.59
LX254410	ING 4.42 08 May 2030 1806DAY TD	8 May 2030	28 May 2025		28 May 2026	64	4.4200		Annual	5,000,000.00	5,000,000.00	5,000,000.00	5,038,750.70	38,750.68
LC259864	SunBank 0.93 21 May 2030 FRN	21 May 2030	21 May 2025		21 Aug 2025	71	4.6625		Quarterly	25,000,000.00	25,000,000.00	10,100,400.00	25,355,250.00	226,738.01
										778,847,614.83	778,847,614.83		790,390,462.61	10,210,504.93

Notes:

- Coupon Rate is the full coupon rate at the next coupon date if that next coupon exists.
- Accrued Interest is calculated as Current Face Value x Coupon Rate (Adjusted by Franking Credit Rate) x (Days Since Prior Coupon or Issue Date / 365).
- The accrued interest component of the Market Value does not consider the franking credit rate and is instead based upon market prices.
- Immaterial differences in Accrued Interest and the accrued interest portion of Market Value may arise because Market Value is calculated using a rounded "price per 100" value.



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5. Portfolio Valuation As At 31 July 2025

Security	Security Rating	ISIN	Face Value Original	Face Value Current	FI Cap Price/ Unit Price/ Share Price	Unit Count/ Share Count	Accrued Interest Price	Market Value	% Total Value	Running Yield	Weighted Running Yield
At Call Deposit											
AMP At Call	S&P BBB+		6,637.42	6,637.42	100.000		0.000	6,637.42	0.00%	4.50%	
CBA At Call	S&P AA-		5,070,977.41	5,070,977.41	100.000		0.000	5,070,977.41	0.64%	4.10%	
			5,077,614.83	5,077,614.83				5,077,614.83	0.64%		4.10%
Covered Floating Bond											
BOQ 1.2 09 May 2028 COVEREDFLO	Moodys Aaa	AU3FN0077798	5,000,000.00	5,000,000.00	101.005		1.139	5,107,200.00	0.65%	4.99%	
			5,000,000.00	5,000,000.00				5,107,200.00	0.65%		4.99%
Fixed Rate Bond											
BOQ 4.7 27 Jan 2027 Fixed	S&P A-	AU3CB0296168	5,000,000.00	5,000,000.00	100.833		0.051	5,044,200.00	0.64%	4.75%	
JUDO 6.4 26 Sep 2025 Fixed	S&P BBB	AU3CB0292480	8,630,000.00	8,630,000.00	100.190		2.209	8,837,033.70	1.12%	6.36%	
NAB 4.6 18 Mar 2030 Fixed	S&P AA-	AU3CB0319705	5,000,000.00	5,000,000.00	101.432		1.688	5,156,000.00	0.65%	4.50%	
NTTC 1.4 15 Dec 2026 - Issued 26 August 2021 - CCC Fixed	Moodys Aa3		5,000,000.00	5,000,000.00	100.000		0.176	5,008,800.00	0.63%	1.40%	
NSWTC 3 15 Nov 2028 Fixed	Moodys Aaa	AU3SG0001878	15,000,000.00	15,000,000.00	98.083		0.628	14,806,650.00	1.87%	3.06%	
			38,630,000.00	38,630,000.00				38,852,683.70	4.92%		4.00%
Floating Rate Deposit											
BOCSYD 0.84 26 May 2028 1094DAY FRD	Moodys A1		5,000,000.00	5,000,000.00	100.000		0.794	5,039,715.05	0.64%	4.53%	
BOCSYD 0.84 11 Jun 2028 1096DAY FRD	Moodys A1		10,000,000.00	10,000,000.00	100.000		0.627	10,062,669.90	1.27%	4.57%	
BOCSYD 0.8 26 Jun 2028 1096DAY FRD	Moodys A1		10,000,000.00	10,000,000.00	100.000		0.424	10,042,383.60	1.27%	4.42%	
BOQ 0.58 08 Jul 2026 1826DAY FRD	S&P ST A2		5,000,000.00	5,000,000.00	100.000		0.262	5,013,092.65	0.63%	4.16%	
BOQ 0.58 22 Jul 2026 1826DAY FRD	S&P ST A2		3,000,000.00	3,000,000.00	100.000		0.105	3,003,161.28	0.38%	4.27%	
			33,000,000.00	33,000,000.00				33,161,022.48	4.20%		4.43%
Floating Rate Note											
AMP 1.27 13 Sep 2027 FRN	S&P BBB+	AU3FN0091674	24,000,000.00	24,000,000.00	100.587		0.656	24,298,320.00	3.07%	4.96%	
Auswide 1.5 07 Nov 2025 FRN	Moodys Baa2	AU3FN0073037	9,750,000.00	9,750,000.00	100.159		1.241	9,886,500.00	1.25%	5.33%	
Auswide 1.5 17 Mar 2026 FRN	Moodys Baa2	AU3FN0076352	4,500,000.00	4,500,000.00	100.447		0.628	4,548,375.00	0.58%	5.21%	
Auswide 1.6 22 Mar 2027 FRN	Moodys Baa2	AU3FN0086104	2,750,000.00	2,750,000.00	100.784		0.548	2,786,630.00	0.35%	5.21%	
BAL 1.55 22 Feb 2027 FRN	S&P BBB+	AU3FN0075461	9,250,000.00	9,250,000.00	100.642		1.013	9,403,087.50	1.19%	5.25%	
BAL 1.7 21 Feb 2028 FRN	S&P BBB+	AU3FN0085031	10,000,000.00	10,000,000.00	101.089		1.057	10,214,600.00	1.29%	5.38%	
BOQ 0.63 06 May 2026 FRN	S&P A-	AU3FN0060406	5,000,000.00	5,000,000.00	100.105		1.055	5,058,000.00	0.64%	4.46%	
BOQ 0.8 27 Oct 2026 FRN	S&P A-	AU3FN0063764	22,000,000.00	22,000,000.00	100.294		0.037	22,072,820.00	2.79%	4.49%	
BOQ 1.28 30 Apr 2029 FRN	S&P A-	AU3FN0087201	8,490,000.00	8,490,000.00	101.171		0.014	8,590,606.50	1.09%	4.95%	
BENAU 0.52 02 Dec 2025 FRN	S&P A-	AU3FN0057634	35,500,000.00	35,500,000.00	100.007		0.683	35,744,950.00	4.52%	4.21%	
BENAU 0.65 18 Jun 2026 FRN	S&P A-	AU3FN0061081	15,300,000.00	15,300,000.00	100.122		0.512	15,397,002.00	1.95%	4.33%	



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Security	Security Rating	ISIN	Face Value Original	Face Value Current	FI Cap Price/ Unit Price/ Share Price	Unit Count/ Share Count	Accrued Interest Price	Market Value	% Total Value	Running Yield	Weighted Running Yield
CBA 0.7 14 Jan 2027 FRN	S&P AA-	AU3FN0065579	6,500,000.00	6,500,000.00	100.365		0.206	6,537,115.00	0.83%	4.42%	
CUA 1.58 01 Dec 2025 FRN	Moodys Baa1	AU3FN0073961	3,500,000.00	3,500,000.00	100.344		0.854	3,541,930.00	0.45%	5.29%	
CUA 0.68 22 Apr 2026 FRN	Moodys Baa1	AU3FN0059721	11,000,000.00	11,000,000.00	100.045		0.108	11,016,830.00	1.39%	4.37%	
CUA 1.6 23 Oct 2026 FRN	Moodys Baa1	AU3FN0084299	2,500,000.00	2,500,000.00	101.063		0.116	2,529,475.00	0.32%	5.28%	
CUA 1.65 09 Feb 2027 FRN	Moodys Baa1	AU3FN0074787	12,500,000.00	12,500,000.00	101.313		1.241	12,819,250.00	1.62%	5.40%	
CUA 1.03 01 Nov 2027 FRN	Moodys Baa1	AU3FN0093076	5,000,000.00	5,000,000.00	100.299		1.224	5,076,150.00	0.64%	4.89%	
CACU 1.7 21 Sep 2026 FRN	S&P BBB-	AU3FN0081287	9,000,000.00	9,000,000.00	100.005		0.558	9,050,670.00	1.15%	5.36%	
ING 1.02 20 Aug 2029 FRN	S&P A	AU3FN0090288	10,000,000.00	10,000,000.00	100.776		0.950	10,172,600.00	1.29%	4.81%	
RACB 1.5 24 Feb 2026 FRN	Moodys Baa1	AU3FN0075453	6,500,000.00	6,500,000.00	100.461		0.942	6,591,195.00	0.83%	5.21%	
MYS 1.3 13 Oct 2025 FRN	Moodys Baa2	AU3FN0072369	10,000,000.00	10,000,000.00	100.104		0.234	10,033,800.00	1.27%	5.02%	
NAB 0.41 24 Aug 2026 FRN	S&P AA-	AU3FN0062659	7,000,000.00	7,000,000.00	100.009		0.745	7,052,780.00	0.89%	4.11%	
NPBS 0.63 04 Mar 2026 FRN	S&P BBB+	AU3FN0058699	1,000,000.00	1,000,000.00	99.983		0.678	1,006,610.00	0.13%	4.33%	
NPBS 1 10 Feb 2027 FRN	S&P BBB+	AU3FN0066221	13,100,000.00	13,100,000.00	100.205		1.052	13,264,667.00	1.68%	4.84%	
NPBS 1.25 21 Jan 2030 FRN	S&P BBB+	AU3FN0094827	20,000,000.00	20,000,000.00	100.119		0.135	20,050,800.00	2.54%	4.89%	
PCU 1.55 17 Nov 2026 FRN	S&P BBB+	AU3FN0083028	5,000,000.00	5,000,000.00	100.641		1.072	5,085,650.00	0.64%	5.36%	
PCU 1.15 08 Nov 2027 FRN	S&P BBB+	AU3FN0093423	2,000,000.00	2,000,000.00	100.085		1.144	2,024,580.00	0.26%	4.96%	
Qld Police 1.75 06 Dec 2025 FRN	S&P BBB-	AU3FN0073979	10,000,000.00	10,000,000.00	100.430		0.822	10,125,200.00	1.28%	5.46%	
Qld Police 1.7 16 Jun 2026 FRN	S&P BBB-	AU3FN0078895	4,500,000.00	4,500,000.00	100.912		0.667	4,571,055.00	0.58%	5.41%	
Qld Police 1.65 18 Sep 2026 FRN	S&P BBB-	AU3FN0081295	9,500,000.00	9,500,000.00	101.081		0.630	9,662,545.00	1.22%	5.35%	
Qld Police 1.65 01 Dec 2026 FRN	S&P BBB-	AU3FN0083549	10,000,000.00	10,000,000.00	101.217		0.866	10,208,300.00	1.29%	5.36%	
SunBank 0.45 24 Feb 2026 FRN	S&P AA-	AU3FN0058343	5,000,000.00	5,000,000.00	100.009		0.752	5,038,050.00	0.64%	4.15%	
SunBank 0.48 15 Sep 2026 FRN	S&P AA-	AU3FN0062964	12,900,000.00	12,900,000.00	100.002		0.517	12,966,951.00	1.64%	4.20%	
SunBank 0.78 25 Jan 2027 FRN	S&P AA-	AU3FN0065694	13,000,000.00	13,000,000.00	100.383		0.074	13,059,410.00	1.65%	4.50%	
SunBank 0.93 21 May 2030 FRN	S&P AA-	AU3FN0098711	25,000,000.00	25,000,000.00	100.514		0.907	25,355,250.00	3.21%	4.64%	
TMB 1.5 28 Oct 2025 FRN	Moodys Baa1	AU3FN0072740	2,000,000.00	2,000,000.00	100.246		0.043	2,005,780.00	0.25%	5.17%	
TMB 0.68 16 Jun 2026 FRN	Moodys Baa1	AU3FN0061016	1,700,000.00	1,700,000.00	100.044		0.542	1,709,962.00	0.22%	4.46%	
TMB 1.3 21 Jun 2027 FRN	Moodys Baa1	AU3FN0089132	10,000,000.00	10,000,000.00	100.920		0.517	10,143,700.00	1.28%	4.94%	
UBS Aust 0.5 26 Feb 2026 FRN	Moodys Aa2	AU3FN0058608	18,800,000.00	18,800,000.00	100.061		0.761	18,954,536.00	2.40%	4.21%	
UBS Aust 1.55 12 May 2028 FRN	S&P A+	AU3FN0077970	7,600,000.00	7,600,000.00	102.199		1.173	7,856,272.00	0.99%	5.29%	
Westpac 0.7 25 Jan 2027 FRN	S&P AA-	AU3FN0065702	16,000,000.00	16,000,000.00	100.340		0.073	16,066,080.00	2.03%	4.42%	
			417,140,000.00	417,140,000.00				421,578,084.00	53.34%		4.78%
Term Deposit											
AMP 5.05 01 Oct 2025 266DAY TD	Moodys ST P-2		5,000,000.00	5,000,000.00	100.000		2.822	5,141,123.30	0.65%	5.05%	
AMB 4.85 03 Feb 2027 734DAY TD	Moodys Baa1		5,000,000.00	5,000,000.00	100.000		2.418	5,120,917.80	0.65%	4.85%	
AMB 4.85 10 Feb 2027 741DAY TD	Moodys Baa1		5,000,000.00	5,000,000.00	100.000		2.418	5,120,917.80	0.65%	4.85%	
Auswide 5 08 Oct 2025 273DAY TD	Moodys ST P-2		5,000,000.00	5,000,000.00	100.000		2.795	5,139,726.05	0.65%	5.00%	



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Security	Security Rating	ISIN	Face Value Original	Face Value Current	FI Cap Price/ Unit Price/ Share Price	Unit Count/ Share Count	Accrued Interest Price	Market Value	% Total Value	Running Yield	Weighted Running Yield
Auswide 5.1 11 Dec 2025 364DAY TD	Moodys ST P-2		5,000,000.00	5,000,000.00	100.000		3.228	5,161,383.55	0.65%	5.10%	
BOCSYD 4.62 29 Oct 2025 197DAY TD	Moodys ST P-1		5,000,000.00	5,000,000.00	100.000		1.354	5,067,717.80	0.64%	4.62%	
BOCSYD 4.77 18 Feb 2026 370DAY TD	Moodys ST P-1		5,000,000.00	5,000,000.00	100.000		2.196	5,109,775.35	0.65%	4.77%	
BOCSYD 4.77 25 Feb 2026 377DAY TD	Moodys ST P-1		5,000,000.00	5,000,000.00	100.000		2.196	5,109,775.35	0.65%	4.77%	
BOQ 4.68 22 Oct 2025 190DAY TD	S&P ST A2		5,000,000.00	5,000,000.00	100.000		1.372	5,068,597.25	0.64%	4.68%	
BVIC 5.25 19 Nov 2025 538DAY TD	S&P ST A2		5,000,000.00	5,000,000.00	100.000		6.142	5,307,089.05	0.67%	5.25%	
BENAU 4.55 15 Oct 2025 183DAY TD	S&P ST A2		5,000,000.00	5,000,000.00	100.000		1.334	5,066,691.80	0.64%	4.55%	
BENAU 4.25 01 Dec 2025 187DAY TD	S&P ST A2		5,000,000.00	5,000,000.00	100.000		0.745	5,037,260.25	0.64%	4.25%	
BBA 5.15 13 Aug 2025 279DAY TD	S&P ST A2		5,000,000.00	5,000,000.00	100.000		3.753	5,187,657.55	0.66%	5.15%	
BBA 5.15 27 Aug 2025 293DAY TD	S&P ST A2		5,000,000.00	5,000,000.00	100.000		3.753	5,187,657.55	0.66%	5.15%	
DFB 5.09 03 Sep 2025 279DAY TD	S&P ST A2		5,000,000.00	5,000,000.00	100.000		3.417	5,170,828.75	0.65%	5.09%	
DFB 5.14 Jan 2026 371DAY TD	S&P ST A2		5,000,000.00	5,000,000.00	100.000		2.795	5,139,726.05	0.65%	5.00%	
ING 4.95 10 Sep 2025 364DAY TD	S&P ST A1		5,000,000.00	5,000,000.00	100.000		4.380	5,219,020.55	0.66%	4.95%	
ING 5.03 08 Oct 2025 356DAY TD	S&P ST A1		5,000,000.00	5,000,000.00	100.000		3.955	5,197,754.80	0.66%	5.03%	
ING 5.03 22 Oct 2025 370DAY TD	S&P ST A1		5,000,000.00	5,000,000.00	100.000		3.955	5,197,754.80	0.66%	5.03%	
ING 5.1 12 Nov 2025 370DAY TD	S&P ST A1		5,000,000.00	5,000,000.00	100.000		3.717	5,185,835.60	0.66%	5.10%	
ING 5.1 26 Nov 2025 384DAY TD	S&P ST A1		5,000,000.00	5,000,000.00	100.000		3.717	5,185,835.60	0.66%	5.10%	
ING 5.1 19 Dec 2025 407DAY TD	S&P ST A1		5,000,000.00	5,000,000.00	100.000		3.717	5,185,835.60	0.66%	5.10%	
ING 5.11 19 Dec 2025 386DAY TD	S&P ST A1		5,000,000.00	5,000,000.00	100.000		3.430	5,171,500.00	0.65%	5.11%	
ING 5.11 24 Dec 2025 391DAY TD	S&P ST A1		5,000,000.00	5,000,000.00	100.000		3.430	5,171,500.00	0.65%	5.11%	
ING 5.1 07 Jan 2026 426DAY TD	S&P ST A1		5,000,000.00	5,000,000.00	100.000		3.717	5,185,835.60	0.66%	5.10%	
ING 4.27 09 May 2029 1442DAY TD	S&P A		5,000,000.00	5,000,000.00	100.000		0.749	5,037,435.60	0.64%	4.27%	
ING 4.37 20 Mar 2030 1771DAY TD	S&P A		5,000,000.00	5,000,000.00	100.000		0.934	5,046,693.15	0.64%	4.37%	
ING 4.42 08 May 2030 1806DAY TD	S&P A		5,000,000.00	5,000,000.00	100.000		0.775	5,038,750.70	0.64%	4.42%	
MMB 4.75 15 Mar 2028 1107DAY TD	S&P BBB		5,000,000.00	5,000,000.00	100.000		1.939	5,096,952.05	0.64%	4.75%	
MMB 4.75 22 Mar 2028 1114DAY TD	S&P BBB		5,000,000.00	5,000,000.00	100.000		1.939	5,096,952.05	0.64%	4.75%	
NAB 4.02 01 Jul 2026 370DAY TD	S&P ST A1+		5,000,000.00	5,000,000.00	100.000		0.385	5,019,273.95	0.64%	4.02%	
RABO 5.32 06 Aug 2025 406DAY TD	S&P ST A1		5,000,000.00	5,000,000.00	100.000		5.830	5,291,506.85	0.67%	5.32%	
RABO 5.1 28 Jan 2026 426DAY TD	S&P ST A1		5,000,000.00	5,000,000.00	100.000		3.423	5,171,164.40	0.65%	5.10%	
RABO 4.85 18 Feb 2026 525DAY TD	S&P ST A1		5,000,000.00	5,000,000.00	100.000		4.292	5,214,595.90	0.66%	4.85%	
RABO 5.1 20 May 2026 538DAY TD	S&P ST A1		5,000,000.00	5,000,000.00	100.000		3.423	5,171,164.40	0.65%	5.10%	
RABO 4.78 05 Aug 2026 538DAY TD	S&P A+		5,000,000.00	5,000,000.00	100.000		2.200	5,110,005.50	0.65%	4.78%	
RABO 4.73 19 Aug 2026 552DAY TD	S&P A+		5,000,000.00	5,000,000.00	100.000		2.177	5,108,854.80	0.65%	4.73%	
RABO 5.04 14 Feb 2029 1462DAY TD	S&P A+		5,000,000.00	5,000,000.00	100.000		2.320	5,115,989.05	0.65%	5.04%	
RABO 4.87 07 Mar 2029 1464DAY TD	S&P A+		5,000,000.00	5,000,000.00	100.000		1.988	5,099,401.35	0.65%	4.87%	
RABO 4.55 18 Apr 2029 1464DAY TD	S&P A+		10,000,000.00	10,000,000.00	100.000		1.296	10,129,643.80	1.28%	4.55%	



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Security	Security Rating	ISIN	Face Value Original	Face Value Current	FI Cap Price/ Unit Price/ Share Price	Unit Count/ Share Count	Accrued Interest Price	Market Value	% Total Value	Running Yield	Weighted Running Yield
RABO 5.03 09 Jan 2030 1827DAY TD	S&P A+		5,000,000.00	5,000,000.00	100.000		2.811	5,140,564.40	0.65%	5.03%	
RABO 5.15 13 Feb 2030 1826DAY TD	S&P A+		5,000,000.00	5,000,000.00	100.000		2.370	5,118,520.55	0.65%	5.15%	
RABO 5.27 Feb 2030 1821DAY TD	S&P A+		5,000,000.00	5,000,000.00	100.000		2.041	5,102,054.80	0.65%	5.00%	
RABO 4.75 03 Apr 2030 1814DAY TD	S&P A+		10,000,000.00	10,000,000.00	100.000		1.392	10,139,246.60	1.28%	4.75%	
G&C MB 5.35 20 Aug 2025 433DAY TD	S&P ST A2		5,000,000.00	5,000,000.00	100.000		0.704	5,035,178.10	0.64%	5.35%	
G&C MB 5.35 17 Sep 2025 461DAY TD	S&P ST A2		5,000,000.00	5,000,000.00	100.000		0.704	5,035,178.10	0.64%	5.35%	
G&C MB 4.7 10 Mar 2027 736DAY TD	S&P BBB+		5,000,000.00	5,000,000.00	100.000		1.919	5,095,931.50	0.64%	4.70%	
G&C MB 4.8 08 Mar 2028 1100DAY TD	S&P BBB+		5,000,000.00	5,000,000.00	100.000		1.959	5,097,972.60	0.64%	4.80%	
Westpac 4.3 11 Feb 2026 273DAY TD	S&P ST A1+		5,000,000.00	5,000,000.00	100.000		0.919	5,045,945.20	0.64%	4.30%	
Westpac 4.38 27 May 2026 378DAY TD	S&P ST A1+		5,000,000.00	5,000,000.00	100.000		0.936	5,046,800.00	0.64%	4.38%	
Westpac 4.38 01 Jun 2026 383DAY TD	S&P ST A1+		5,000,000.00	5,000,000.00	100.000		0.936	5,046,800.00	0.64%	4.38%	
Westpac 4.35 18 Apr 2029 1435DAY TD	S&P AA-		5,000,000.00	5,000,000.00	100.000		0.930	5,046,479.45	0.64%	4.35%	
Westpac 4.49 03 Apr 2030 1785DAY TD	S&P AA-		5,000,000.00	5,000,000.00	100.000		0.960	5,047,975.35	0.64%	4.49%	
Westpac 4.25 01 May 2030 1785DAY TD	S&P AA-		5,000,000.00	5,000,000.00	100.000		0.582	5,029,109.60	0.64%	4.25%	
			280,000,000.00	280,000,000.00				286,613,857.60	36.26%		4.83%
Total Portfolio			778,847,614.83	778,847,614.83				790,390,462.61	100.00%		4.74%



6. Portfolio Valuation By Categories As At 31 July 2025

Short Term Issuer/Security Rating Group	Market Value	% Total Value
A2	74,694,351.28	9.45%
A1	82,836,572.60	10.48%
A1+	20,158,819.15	2.55%
Portfolio Total	177,689,743.03	22.48%

Market Value by Security Rating Group (Short Term)



Long Term Issuer/Security Rating Group	Market Value	% Total Value
BBB+ to BBB-	251,128,976.42	31.77%
A+ to A-	206,268,379.35	26.10%
AA+ to AA-	135,389,513.81	17.13%
AAA	19,913,850.00	2.52%
Portfolio Total	612,700,719.58	77.52%

Market Value by Security Rating Group (Long Term)

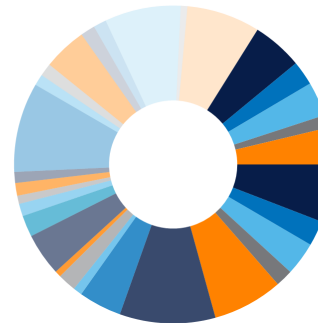




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Issuer	Market Value	% Total Value
AMP Bank Ltd	29,446,080.72	3.73%
Australian Military Bank Limited	10,241,835.60	1.30%
Auswide Bank Limited	27,522,614.60	3.48%
Bank Australia Limited	19,617,687.50	2.48%
Bank of China Limited, Sydney Branch	40,432,037.05	5.12%
Bank of Queensland Ltd	58,957,677.68	7.46%
BankVic	5,307,089.05	0.67%
Bendigo & Adelaide Bank Ltd	61,245,904.05	7.75%
Beyond Bank Australia Ltd	10,375,315.10	1.31%
Commonwealth Bank of Australia Ltd	11,608,092.41	1.47%
Credit Union Australia Ltd t/as Great Southern Bank	34,983,635.00	4.43%
Defence Bank Ltd	10,310,554.80	1.30%
Illawarra Credit Union Ltd	9,050,670.00	1.15%
ING Bank Australia Limited	71,996,352.00	9.11%
Judo Bank	8,837,033.70	1.12%
Maitland Mutual Ltd t/as The Mutual Bank	10,193,904.10	1.29%
Members Banking Group Limited t/as RACQ Bank	6,591,195.00	0.83%
MyState Bank Ltd	10,033,800.00	1.27%
National Australia Bank Ltd	17,228,053.95	2.18%
Newcastle Greater Mutual Group Ltd	34,322,077.00	4.34%
Northern Territory Treasury Corporation	5,008,800.00	0.63%
NSW Treasury Corporation	14,806,650.00	1.87%
Police Bank Ltd	7,110,230.00	0.90%
QPCU LTD t/a QBANK	34,567,100.00	4.37%
Rabobank Australia Ltd	76,912,712.40	9.73%
Suncorp Bank (Norfinia Ltd) - Subsidiary of ANZ	56,419,661.00	7.14%
Teachers Mutual Bank Ltd	13,859,442.00	1.75%
UBS Australia Ltd	26,810,808.00	3.39%
Unity Bank Ltd	20,264,260.30	2.56%
Westpac Banking Corporation Ltd	46,329,189.60	5.86%
Portfolio Total	790,390,462.61	100.00%

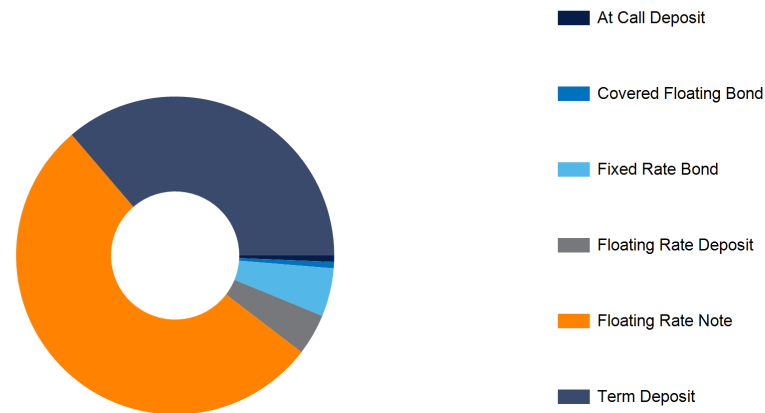
Market Value by Issuer





Security Type	Market Value	% Total Value
At Call Deposit	5,077,614.83	0.64%
Covered Floating Bond	5,107,200.00	0.65%
Fixed Rate Bond	38,852,683.70	4.92%
Floating Rate Deposit	33,161,022.48	4.20%
Floating Rate Note	421,578,084.00	53.34%
Term Deposit	286,613,857.60	36.26%
Portfolio Total	790,390,462.61	100.00%

Market Value by Security Type





Term Remaining	Market Value	% Total Value
0 to < 1 Year	336,834,166.56	42.62%
1 to < 3 Years	293,332,525.15	37.11%
3 to < 5 Years	160,223,770.90	20.27%
Portfolio Total	790,390,462.61	100.00%

Note: Term Remaining is calculated using a weighted average life date (WAL) where appropriate and available otherwise the interim (initial) maturity date is used.

Market Value by Term Remaining





7. Performance Statistics For Period Ending 31 July 2025

Trading Book	1 Month	3 Month	12 Month	Since Inception
Central Coast Council				
Portfolio Return (1)	0.42%	1.32%	5.24%	2.83%
Performance Index (2)	0.30%	0.97%	4.31%	2.48%
Excess Performance (3)	0.12%	0.35%	0.93%	0.35%

Notes

- Portfolio performance is the rate of return of the portfolio over the specified period
- The Performance Index is the Bloomberg AusBond Bank Bill Index (Bloomberg Page BAUBIL)
- Excess performance is the rate of return of the portfolio in excess of the Performance Index

Trading Book	Weighted Average Running Yield
Central Coast Council	4.74



9. Realised Gains (Losses) - Fixed Interest Dealing For 1 July 2025 to 31 July 2025

No realised gains or losses from fixed interest dealing to report for entered period.

**9b. Realised Gains (Losses) - Share Dealing For 1 July 2025 to 31 July 2025**

No realised gains or losses from share dealing to report for entered period.



10. Realised Gains (Losses) - Principal Repayments For 1 July 2025 to 31 July 2025

No realised gains or losses from principal repayments to report for entered period.

Total Realised Gains (Losses)

Fixed Interest Dealing	Principal Repayments	Total	Notes (1) The Acquisition Gross Price includes any accrued interest included in the purchase price.
		0.00	



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11. Unrealised FI Capital Gains (Losses) As At 31 July 2025

Security	Acquisition Deal	Acquisition Date	Acquisition Yield/ Interest Rate	Acquisition Face Value Original	Balance Face Value Original	Bond Factor Current	Balance Face Value Current	Acquisition Capital Price	Acquisition Capital Consideration	Current Capital Price	CCP For Discount Securities	Current Capital Consideration	Current Capital Consideration Adjusted	Unrealised Capital Gain (Loss)
AMP 1.27 13 Sep 2027 FRN														
	LC218004	11 Sep 2024	1.200000	5,000,000.00	5,000,000.00	1.00000000	5,000,000.00	100.194	5,009,700.00	100.587000	100.587000	5,029,350.00	5,029,350.00	19,650.00
	LC225667	28 Nov 2024	1.060000	10,000,000.00	10,000,000.00	1.00000000	10,000,000.00	100.543	10,054,300.00	100.587000	100.587000	10,058,700.00	10,058,700.00	4,400.00
	LC229257	12 Dec 2024	1.060000	9,000,000.00	9,000,000.00	1.00000000	9,000,000.00	100.534	9,048,060.00	100.587000	100.587000	9,052,830.00	9,052,830.00	4,770.00
					24,000,000.00		24,000,000.00	100.467	24,112,060.00			24,140,880.00	24,140,880.00	28,820.00
Auswide 1.5 07 Nov 2025 FRN														
	LC156239	27 Oct 2022	1.500000	7,250,000.00	7,250,000.00	1.00000000	7,250,000.00	100.000	7,250,000.00	100.159000	100.159000	7,261,527.50	7,261,527.50	11,527.50
	LC188385	7 Dec 2023	1.400000	2,500,000.00	2,500,000.00	1.00000000	2,500,000.00	100.184	2,504,600.00	100.159000	100.159000	2,503,975.00	2,503,975.00	(625.00)
					9,750,000.00		9,750,000.00	100.047	9,754,600.00			9,765,502.50	9,765,502.50	10,902.50
Auswide 1.5 17 Mar 2026 FRN														
	LC164300	9 Mar 2023	1.500000	4,500,000.00	4,500,000.00	1.00000000	4,500,000.00	100.000	4,500,000.00	100.447000	100.447000	4,520,115.00	4,520,115.00	20,115.00
					4,500,000.00		4,500,000.00	100.000	4,500,000.00			4,520,115.00	4,520,115.00	20,115.00
Auswide 1.6 22 Mar 2027 FRN														
	LC229251	12 Dec 2024	1.110000	2,750,000.00	2,750,000.00	1.00000000	2,750,000.00	101.049	2,778,847.50	100.784000	100.784000	2,771,560.00	2,771,560.00	(7,287.50)
					2,750,000.00		2,750,000.00	101.049	2,778,847.50			2,771,560.00	2,771,560.00	(7,287.50)
BAL 1.55 22 Feb 2027 FRN														
	LC164137	8 Mar 2023	1.400000	5,000,000.00	5,000,000.00	1.00000000	5,000,000.00	100.512	5,025,600.00	100.642000	100.642000	5,032,100.00	5,032,100.00	6,500.00
	LC169102	31 May 2023	1.330000	4,250,000.00	4,250,000.00	1.00000000	4,250,000.00	100.729	4,280,982.50	100.642000	100.642000	4,277,285.00	4,277,285.00	(3,697.50)
					9,250,000.00		9,250,000.00	100.612	9,306,582.50			9,309,385.00	9,309,385.00	2,802.50
BAL 1.7 21 Feb 2028 FRN														
	LC207926	30 May 2024	1.420000	10,000,000.00	10,000,000.00	1.00000000	10,000,000.00	100.932	10,093,200.00	101.089000	101.089000	10,108,900.00	10,108,900.00	15,700.00
					10,000,000.00		10,000,000.00	100.932	10,093,200.00			10,108,900.00	10,108,900.00	15,700.00
BENAU 0.52 02 Dec 2025 FRN														
	LC100679	22 Jan 2021	0.430000	10,000,000.00	10,000,000.00	1.00000000	10,000,000.00	100.427	10,042,700.00	100.007000	100.007000	10,000,700.00	10,000,700.00	(42,000.00)
	LC103542	9 Mar 2021	0.470000	10,000,000.00	10,000,000.00	1.00000000	10,000,000.00	100.229	10,022,900.00	100.007000	100.007000	10,000,700.00	10,000,700.00	(22,200.00)
	LC104738	1 Apr 2021	0.480000	10,000,000.00	10,000,000.00	1.00000000	10,000,000.00	100.183	10,018,300.00	100.007000	100.007000	10,000,700.00	10,000,700.00	(17,600.00)
	LC112607	16 Sep 2021	0.460000	1,000,000.00	1,000,000.00	1.00000000	1,000,000.00	100.246	1,002,460.00	100.007000	100.007000	1,000,070.00	1,000,070.00	(2,390.00)
	LC112609	16 Sep 2021	0.480000	4,500,000.00	4,500,000.00	1.00000000	4,500,000.00	100.246	4,511,070.00	100.007000	100.007000	4,500,315.00	4,500,315.00	(10,755.00)
					35,500,000.00		35,500,000.00	100.274	35,597,430.00			35,502,485.00	35,502,485.00	(94,945.00)
BENAU 0.65 18 Jun 2026 FRN														
	LC108717	30 Jun 2021	0.580000	10,000,000.00	10,000,000.00	1.00000000	10,000,000.00	100.334	10,033,400.00	100.122000	100.122000	10,012,200.00	10,012,200.00	(21,200.00)
	LC109084	7 Jul 2021	0.570000	2,300,000.00	2,300,000.00	1.00000000	2,300,000.00	100.382	2,308,786.00	100.122000	100.122000	2,302,806.00	2,302,806.00	(5,980.00)



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BENAU 0.65 18 Jun 2026 FRN	LC109586	21 Jul 2021	0.530000	3,000,000.00	3,000,000.00	1.00000000	3,000,000.00	100.573	3,017,190.00	100.122000	100.122000	3,003,660.00	3,003,660.00	(13,530.00)
					15,300,000.00		15,300,000.00	100.388	15,359,376.00			15,318,666.00	15,318,666.00	(40,710.00)
BOQ 0.63 06 May 2026 FRN														
	LC109088	7 Jul 2021	0.540000	5,000,000.00	5,000,000.00	1.00000000	5,000,000.00	100.422	5,021,100.00	100.105000	100.105000	5,005,250.00	5,005,250.00	(15,850.00)
					5,000,000.00		5,000,000.00	100.422	5,021,100.00			5,005,250.00	5,005,250.00	(15,850.00)
BOQ 0.8 27 Oct 2026 FRN														
	LC115705	25 Nov 2021	0.770000	7,000,000.00	7,000,000.00	1.00000000	7,000,000.00	100.142	7,009,940.00	100.294000	100.294000	7,020,580.00	7,020,580.00	10,640.00
	LC116445	15 Dec 2021	0.740000	15,000,000.00	15,000,000.00	1.00000000	15,000,000.00	100.278	15,041,700.00	100.294000	100.294000	15,044,100.00	15,044,100.00	2,400.00
					22,000,000.00		22,000,000.00	100.235	22,051,640.00			22,064,680.00	22,064,680.00	13,040.00
BOQ 1.2 09 May 2028 COVERDFLO														
	LC167397	4 May 2023	1.100000	5,000,000.00	5,000,000.00	1.00000000	5,000,000.00	100.445	5,022,250.00	101.005000	101.005000	5,050,250.00	5,050,250.00	28,000.00
					5,000,000.00		5,000,000.00	100.445	5,022,250.00			5,050,250.00	5,050,250.00	28,000.00
BOQ 1.28 30 Apr 2029 FRN														
	LC247923	15 Apr 2025	1.129300	8,490,000.00	8,490,000.00	1.00000000	8,490,000.00	100.554	8,537,034.60	101.171000	101.171000	8,589,417.90	8,589,417.90	52,383.30
					8,490,000.00		8,490,000.00	100.554	8,537,034.60			8,589,417.90	8,589,417.90	52,383.30
BOQ 4.7 27 Jan 2027 Fixed														
	LC209063	13 Jun 2024	5.130000	5,000,000.00	5,000,000.00	1.00000000	5,000,000.00	98.956	4,947,800.00	100.833000	100.833000	5,041,650.00	5,041,650.00	93,850.00
					5,000,000.00		5,000,000.00	98.956	4,947,800.00			5,041,650.00	5,041,650.00	93,850.00
CACU 1.7 21 Sep 2026 FRN														
	LC180163	7 Sep 2023	1.700000	9,000,000.00	9,000,000.00	1.00000000	9,000,000.00	100.000	9,000,000.00	100.005000	100.005000	9,000,450.00	9,000,450.00	450.00
					9,000,000.00		9,000,000.00	100.000	9,000,000.00			9,000,450.00	9,000,450.00	450.00
CBA 0.7 14 Jan 2027 FRN														
	LC116992	12 Jan 2022	0.700000	6,500,000.00	6,500,000.00	1.00000000	6,500,000.00	100.000	6,500,000.00	100.365000	100.365000	6,523,725.00	6,523,725.00	23,725.00
					6,500,000.00		6,500,000.00	100.000	6,500,000.00			6,523,725.00	6,523,725.00	23,725.00
CUA 0.68 22 Apr 2026 FRN														
	LC105450	13 Apr 2021	0.680000	11,000,000.00	11,000,000.00	1.00000000	11,000,000.00	100.000	11,000,000.00	100.045000	100.045000	11,004,950.00	11,004,950.00	4,950.00
					11,000,000.00		11,000,000.00	100.000	11,000,000.00			11,004,950.00	11,004,950.00	4,950.00
CUA 1.03 01 Nov 2027 FRN														
	LC234197	13 Feb 2025	0.860000	5,000,000.00	5,000,000.00	1.00000000	5,000,000.00	100.430	5,021,500.00	100.299000	100.299000	5,014,950.00	5,014,950.00	(6,550.00)
					5,000,000.00		5,000,000.00	100.430	5,021,500.00			5,014,950.00	5,014,950.00	(6,550.00)
CUA 1.58 01 Dec 2025 FRN														
	LC157929	25 Nov 2022	1.580000	3,500,000.00	3,500,000.00	1.00000000	3,500,000.00	100.000	3,500,000.00	100.344000	100.344000	3,512,040.00	3,512,040.00	12,040.00
					3,500,000.00		3,500,000.00	100.000	3,500,000.00			3,512,040.00	3,512,040.00	12,040.00



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CUA 1.6 23 Oct 2026 FRN														
	LC190930	17 Jan 2024	1.490000	2,500,000.00	2,500,000.00	1.00000000	2,500,000.00	100.279	2,506,975.00	101.063000	101.063000	2,526,575.00	2,526,575.00	19,600.00
					2,500,000.00		2,500,000.00	100.279	2,506,975.00			2,526,575.00	2,526,575.00	19,600.00
CUA 1.65 09 Feb 2027 FRN														
	LC179275	4 Sep 2023	1.300000	5,000,000.00	5,000,000.00	1.00000000	5,000,000.00	101.100	5,055,000.00	101.313000	101.313000	5,065,650.00	5,065,650.00	10,650.00
	LC181165	27 Sep 2023	1.280000	7,500,000.00	7,500,000.00	1.00000000	7,500,000.00	101.140	7,585,500.00	101.313000	101.313000	7,598,475.00	7,598,475.00	12,975.00
					12,500,000.00		12,500,000.00	101.124	12,640,500.00			12,664,125.00	12,664,125.00	23,625.00
ING 1.02 20 Aug 2029 FRN														
	LX248087	17 Apr 2025	0.980000	10,000,000.00	10,000,000.00	1.00000000	10,000,000.00	100.161	10,016,100.00	100.776000	100.776000	10,077,600.00	10,077,600.00	61,500.00
					10,000,000.00		10,000,000.00	100.161	10,016,100.00			10,077,600.00	10,077,600.00	61,500.00
JUDO 6.4 26 Sep 2025 Fixed														
	LC165395	28 Mar 2023	6.000000	5,000,000.00	5,000,000.00	1.00000000	5,000,000.00	100.911	5,045,550.00	100.190000	100.190000	5,009,500.00	5,009,500.00	(36,050.00)
	LC190925	17 Jan 2024	6.350000	3,630,000.00	3,630,000.00	1.00000000	3,630,000.00	100.067	3,632,432.10	100.190000	100.190000	3,636,897.00	3,636,897.00	4,464.90
					8,630,000.00		8,630,000.00	100.556	8,677,982.10			8,646,397.00	8,646,397.00	(31,585.10)
MYS 1.3 13 Oct 2025 FRN														
	LC155063	6 Oct 2022	1.300000	10,000,000.00	10,000,000.00	1.00000000	10,000,000.00	100.000	10,000,000.00	100.104000	100.104000	10,010,400.00	10,010,400.00	10,400.00
					10,000,000.00		10,000,000.00	100.000	10,000,000.00			10,010,400.00	10,010,400.00	10,400.00
NAB 0.41 24 Aug 2026 FRN														
	LC112610	16 Sep 2021	0.380000	7,000,000.00	7,000,000.00	1.00000000	7,000,000.00	100.143	7,010,010.00	100.009000	100.009000	7,000,630.00	7,000,630.00	(9,380.00)
					7,000,000.00		7,000,000.00	100.143	7,010,010.00			7,000,630.00	7,000,630.00	(9,380.00)
NAB 4.6 18 Mar 2030 Fixed														
	LC259849	26 Jun 2025	4.070000	5,000,000.00	5,000,000.00	1.00000000	5,000,000.00	102.248	5,112,400.00	101.432000	101.432000	5,071,600.00	5,071,600.00	(40,800.00)
					5,000,000.00		5,000,000.00	102.248	5,112,400.00			5,071,600.00	5,071,600.00	(40,800.00)
NPBS 0.63 04 Mar 2026 FRN														
	LC103141	2 Mar 2021	0.580000	1,000,000.00	1,000,000.00	1.00000000	1,000,000.00	100.242	1,002,420.00	99.983000	99.983000	999,830.00	999,830.00	(2,590.00)
					1,000,000.00		1,000,000.00	100.242	1,002,420.00			999,830.00	999,830.00	(2,590.00)
NPBS 1 10 Feb 2027 FRN														
	LC137829	30 Mar 2022	1.050000	3,100,000.00	3,100,000.00	1.00000000	3,100,000.00	99.781	3,093,211.00	100.205000	100.205000	3,106,355.00	3,106,355.00	13,144.00
	LX190938	17 Jan 2024	1.400300	10,000,000.00	10,000,000.00	1.00000000	10,000,000.00	98.879	9,887,900.00	100.205000	100.205000	10,020,500.00	10,020,500.00	132,600.00
					13,100,000.00		13,100,000.00	99.092	12,981,111.00			13,126,855.00	13,126,855.00	145,744.00
NPBS 1.25 21 Jan 2030 FRN														
	LC232798	30 Jan 2025	1.130000	5,000,000.00	5,000,000.00	1.00000000	5,000,000.00	100.540	5,027,000.00	100.119000	100.119000	5,005,950.00	5,005,950.00	(21,050.00)
	LC234195	13 Feb 2025	1.080000	5,000,000.00	5,000,000.00	1.00000000	5,000,000.00	100.757	5,037,850.00	100.119000	100.119000	5,005,950.00	5,005,950.00	(31,900.00)



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NPBS 1.25 21 Jan 2030 FRN	LC242496	4 Mar 2025	1.050000	10,000,000.00	10,000,000.00	1.00000000	10,000,000.00	100.890	10,089,000.00	100.119000	100.119000	10,011,900.00	10,011,900.00	(77,100.00)
					20,000,000.00		20,000,000.00	100.769	20,153,850.00			20,023,800.00	20,023,800.00	(130,050.00)
NSWTC 3 15 Nov 2028 Fixed														
	LC142120	15 Nov 2018	3.235000	15,000,000.00	15,000,000.00	1.00000000	15,000,000.00	98.006	14,700,900.00	98.083000	98.083000	14,712,450.00	14,712,450.00	11,550.00
					15,000,000.00		15,000,000.00	98.006	14,700,900.00			14,712,450.00	14,712,450.00	11,550.00
NTTC 1.4 15 Dec 2026 - Issued 26 August 2021 - CCC Fixed	LC111486	26 Aug 2021	1.400000	5,000,000.00	5,000,000.00	1.00000000	5,000,000.00	100.000	5,000,000.00	100.000000	100.000000	5,000,000.00	5,000,000.00	0.00
					5,000,000.00		5,000,000.00	100.000	5,000,000.00			5,000,000.00	5,000,000.00	0.00
PCU 1.15 08 Nov 2027 FRN	LC229250	12 Dec 2024	1.060200	2,000,000.00	2,000,000.00	1.00000000	2,000,000.00	100.241	2,004,820.00	100.085000	100.085000	2,001,700.00	2,001,700.00	(3,120.00)
					2,000,000.00		2,000,000.00	100.241	2,004,820.00			2,001,700.00	2,001,700.00	(3,120.00)
PCU 1.55 17 Nov 2026 FRN	LX185851	14 Nov 2023	1.550000	5,000,000.00	5,000,000.00	1.00000000	5,000,000.00	100.000	5,000,000.00	100.641000	100.641000	5,032,050.00	5,032,050.00	32,050.00
					5,000,000.00		5,000,000.00	100.000	5,000,000.00			5,032,050.00	5,032,050.00	32,050.00
Qld Police 1.65 01 Dec 2026 FRN	LC187340	27 Nov 2023	1.650000	10,000,000.00	10,000,000.00	1.00000000	10,000,000.00	100.000	10,000,000.00	101.217000	101.217000	10,121,700.00	10,121,700.00	121,700.00
					10,000,000.00		10,000,000.00	100.000	10,000,000.00			10,121,700.00	10,121,700.00	121,700.00
Qld Police 1.65 18 Sep 2026 FRN	LC180295	12 Sep 2023	1.650000	9,500,000.00	9,500,000.00	1.00000000	9,500,000.00	100.000	9,500,000.00	101.081000	101.081000	9,602,695.00	9,602,695.00	102,695.00
					9,500,000.00		9,500,000.00	100.000	9,500,000.00			9,602,695.00	9,602,695.00	102,695.00
Qld Police 1.7 16 Jun 2026 FRN	LC169762	8 Jun 2023	1.700000	4,500,000.00	4,500,000.00	1.00000000	4,500,000.00	100.000	4,500,000.00	100.912000	100.912000	4,541,040.00	4,541,040.00	41,040.00
					4,500,000.00		4,500,000.00	100.000	4,500,000.00			4,541,040.00	4,541,040.00	41,040.00
Qld Police 1.75 06 Dec 2025 FRN	LC157906	23 Nov 2022	1.750000	10,000,000.00	10,000,000.00	1.00000000	10,000,000.00	100.000	10,000,000.00	100.430000	100.430000	10,043,000.00	10,043,000.00	43,000.00
					10,000,000.00		10,000,000.00	100.000	10,000,000.00			10,043,000.00	10,043,000.00	43,000.00
RACB 1.5 24 Feb 2026 FRN	LC169099	31 May 2023	1.500000	3,750,000.00	3,750,000.00	1.00000000	3,750,000.00	99.988	3,749,550.00	100.461000	100.461000	3,767,287.50	3,767,287.50	17,737.50
	LC188379	7 Dec 2023	1.480000	2,750,000.00	2,750,000.00	1.00000000	2,750,000.00	100.048	2,751,320.00	100.461000	100.461000	2,762,677.50	2,762,677.50	11,357.50
					6,500,000.00		6,500,000.00	100.013	6,500,870.00			6,529,965.00	6,529,965.00	29,095.00
SunBank 0.45 24 Feb 2026 FRN	LC112608	16 Sep 2021	0.410000	5,000,000.00	5,000,000.00	1.00000000	5,000,000.00	100.173	5,008,650.00	100.009000	100.009000	5,000,450.00	5,000,450.00	(8,200.00)
					5,000,000.00		5,000,000.00	100.173	5,008,650.00			5,000,450.00	5,000,450.00	(8,200.00)



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SunBank 0.48 15 Sep 2026 FRN														
	LC112472	9 Sep 2021	0.406300	2,900,000.00	2,900,000.00	1.00000000	2,900,000.00	100.340	2,909,860.00	100.002000	100.002000	2,900,058.00	2,900,058.00	(9,802.00)
	LC113804	13 Oct 2021	0.510000	10,000,000.00	10,000,000.00	1.00000000	10,000,000.00	99.858	9,985,800.00	100.002000	100.002000	10,000,200.00	10,000,200.00	14,400.00
					12,900,000.00		12,900,000.00	99.966	12,895,660.00			12,900,258.00	12,900,258.00	4,598.00
SunBank 0.78 25 Jan 2027 FRN														
	LC117127	18 Jan 2022	0.780000	13,000,000.00	13,000,000.00	1.00000000	13,000,000.00	100.000	13,000,000.00	100.383000	100.383000	13,049,790.00	13,049,790.00	49,790.00
					13,000,000.00		13,000,000.00	100.000	13,000,000.00			13,049,790.00	13,049,790.00	49,790.00
SunBank 0.93 21 May 2030 FRN														
	LC254411	28 May 2025	0.820000	10,000,000.00	10,000,000.00	1.00000000	10,000,000.00	100.497	10,049,700.00	100.514000	100.514000	10,051,400.00	10,051,400.00	1,700.00
	LC257405	11 Jun 2025	0.820000	5,000,000.00	5,000,000.00	1.00000000	5,000,000.00	100.482	5,024,100.00	100.514000	100.514000	5,025,700.00	5,025,700.00	1,600.00
	LC259864	26 Jun 2025	0.820000	10,000,000.00	10,000,000.00	1.00000000	10,000,000.00	100.493	10,049,300.00	100.514000	100.514000	10,051,400.00	10,051,400.00	2,100.00
					25,000,000.00		25,000,000.00	100.492	25,123,100.00			25,128,500.00	25,128,500.00	5,400.00
TMB 0.68 16 Jun 2026 FRN														
	LC137828	30 Mar 2022	1.079900	1,700,000.00	1,700,000.00	1.00000000	1,700,000.00	98.445	1,673,565.00	100.044000	100.044000	1,700,748.00	1,700,748.00	27,183.00
					1,700,000.00		1,700,000.00	98.445	1,673,565.00			1,700,748.00	1,700,748.00	27,183.00
TMB 1.3 21 Jun 2027 FRN														
	LC213714	1 Aug 2024	1.140000	10,000,000.00	10,000,000.00	1.00000000	10,000,000.00	100.430	10,043,000.00	100.920000	100.920000	10,092,000.00	10,092,000.00	49,000.00
					10,000,000.00		10,000,000.00	100.430	10,043,000.00			10,092,000.00	10,092,000.00	49,000.00
TMB 1.5 28 Oct 2025 FRN														
	LC181158	27 Sep 2023	1.170000	2,000,000.00	2,000,000.00	1.00000000	2,000,000.00	100.661	2,013,220.00	100.246000	100.246000	2,004,920.00	2,004,920.00	(8,300.00)
					2,000,000.00		2,000,000.00	100.661	2,013,220.00			2,004,920.00	2,004,920.00	(8,300.00)
UBS Aust 0.5 26 Feb 2026 FRN														
	LC103200	2 Mar 2021	0.480000	6,800,000.00	6,800,000.00	1.00000000	6,800,000.00	100.098	6,806,664.00	100.061000	100.061000	6,804,148.00	6,804,148.00	(2,516.00)
	LC103543	9 Mar 2021	0.480000	12,000,000.00	12,000,000.00	1.00000000	12,000,000.00	100.096	12,011,520.00	100.061000	100.061000	12,007,320.00	12,007,320.00	(4,200.00)
					18,800,000.00		18,800,000.00	100.097	18,818,184.00			18,811,468.00	18,811,468.00	(6,716.00)
UBS Aust 1.55 12 May 2028 FRN														
	LC169097	31 May 2023	1.400000	2,600,000.00	2,600,000.00	1.00000000	2,600,000.00	100.635	2,616,510.00	102.199000	102.199000	2,657,174.00	2,657,174.00	40,664.00
	LC179277	4 Sep 2023	1.200000	5,000,000.00	5,000,000.00	1.00000000	5,000,000.00	101.459	5,072,950.00	102.199000	102.199000	5,109,950.00	5,109,950.00	37,000.00
					7,600,000.00		7,600,000.00	101.177	7,689,460.00			7,767,124.00	7,767,124.00	77,664.00
Westpac 0.7 25 Jan 2027 FRN														
	LC117174	19 Jan 2022	0.700000	16,000,000.00	16,000,000.00	1.00000000	16,000,000.00	100.000	16,000,000.00	100.340000	100.340000	16,054,400.00	16,054,400.00	54,400.00
					16,000,000.00		16,000,000.00	100.000	16,000,000.00			16,054,400.00	16,054,400.00	54,400.00
														810,728.70
Note: The summary values for Acquisition Capital Price are the weighted average acquisition capital prices based upon the Balance Face Value Current for each security.														

**11b. Unrealised Unit/Share Capital Gains (Losses) As At 31 July 2025**

No unrealised gains or losses (for unit trusts and shares) to report for entered period.

**12. Associated Cash Statement for Settlement Period 1 July 2025 to 31 July 2025 inclusive**

No associated cash transactions to report for entered period.



13. Tax Summary For 1 July 2025 to 31 July 2025

Interest Income	3,432,483.84
Realised Gains (Losses) - Fixed Interest Dealing	0.00
Realised Gains (Losses) - Principal Repayments	0.00
Total	3,432,483.84



Investment Report Pack
Central Coast Council
1 July 2025 to 31 July 2025

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Report Code: TEPACK020EXT-01.87
Report Description: Investment Report Pack
Parameters:
Trading Entity: Central Coast Council
Trading Book: Central Coast Council
Settlement Date Base
History Start Date: 1 Jan 2000
Income Expense Status: Authorised
FI Deal Status: Contract
Exclude Cash
Exclude Unallocated Cash
Exclude Negative Unit Holdings

Laminar Advisory

Monthly Investment Report

Central Coast Council

July 2025

Laminar Advisory Pty Ltd – Part of the Perpetual Group

ACN 637 448 894

Corporate Authorised Representative of Perpetual Corporate Trust Pty Ltd AFSL 392673

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Market Commentary

MARKET UPDATE

The Reserve Bank of Australia (RBA) left the cash rate target unchanged at 3.85% at the July Board Meeting, defying widespread expectations of a 25-basis point cut. Whilst the decision was not unanimous, the Board cited slightly stronger than expected June quarter inflation, mixed labour market data, lagging productivity growth and global risks as their main concerns to easing.

Despite holding rates this month, the RBA reiterated its expectation for further easing over time and a 25-basis point cut in August remains likely, particularly as inflation continues to decline.

We still see a good chance that the RBA will cut the cash rate 25bps to 3.60% at its August policy meeting, but beyond that any further rate cuts will need to be forced by surprisingly low inflation and/or surprisingly weak economic growth.

In the short-term money market, the three-month Bank Bill Swap Rate (BBSW) closed at 3.6814%, up from 3.6037% at the end of June. The six-month BBSW remained relatively stable, ending the month at 3.7795%, compared to 3.7751% for the previous month.

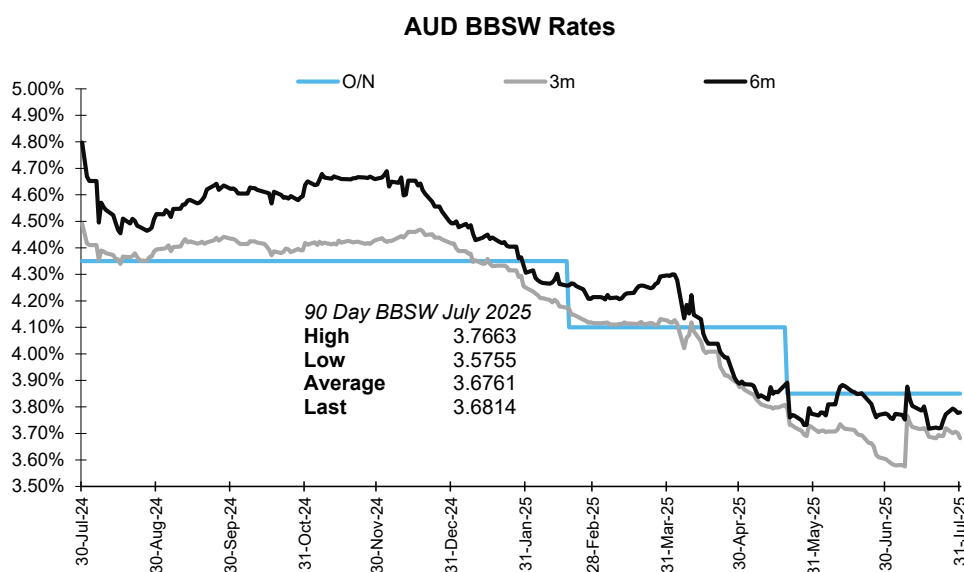


Figure 1 RBA Cash vs 3 Month vs 6 Month BBSW Source Bloomberg

NCD AND TERM DEPOSIT COMMENTARY

Despite lingering geopolitical tensions, Australian money markets remained resilient throughout July. The major banks continued to hold firm on term deposit (TD) margins, showing little appetite to compete aggressively for funding. However, the EOFY funding cycle from the regional banks extended into early July with elevated deposit demand pushing margins wider. The RBA's unexpected decision to hold the cash rate at 3.85% in July led to a brief recalibration in rates however most institutions have moved rates lower over the month.

Term deposit rates issued by rated ADIs on average ranged from 4.15% to 4.25% for 90 days, 4.10% to 4.15% for 180 days and 365 days 3.90% to 4.00%. The A2 NCD market remained active and functioning with margins steady on average at +40 to +45.

Issuer	S&P Rating	NCD margin to 90-day BBSW	Term Deposit margin to 90-day BBSW
Major Bank	AA- / A1+	Flat	+55
Regional Bank	A- / A2	+40	+65
Foreign Bank	A / A1	+40	+65
Mutual Bank / Credit Union	BBB / A3	+45	+70

Figure 2 Source Laminar Advisory

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Credit Commentary

MARKET COMMENTARY

Equities markets hitting record highs, credit spreads at low levels and the return of meme stocks are just some of the indicators that investors are discounting risk in their pursuit of returns. Equities rose most in China (3.5%), Australia (2.4%), the US (2.2%), emerging markets (1.7%) and Japan (1.4%) with little change for Europe (0.3%). Credit spreads mostly fell for investment grade and high yield debt. Commodities were mixed with gains for US oil (6.8%) and iron ore (4.9%), and losses for gold (-0.6%), US natural gas (-10.7%) and copper (-13.2%).

Government bond yields rose across the board in the US, Europe, Japan and Australia. The Federal Reserve left its overnight rate unchanged in a split decision. Early signs of inflation ticking up and the forecast flow-through of tariffs could leave the Fed on hold in the September and October meetings.

The RBA's decision to hold the Cash Rate steady in July shocked many, as they waited for clear evidence that inflation was declining. A milder quarterly inflation reading released in late July has a 0.25% cut for August priced in. Another 0.25% cut in November is tipped by many, with markets pricing in a year end Cash Rate of 3.22%. The US ten-year yield rose from 4.23% to 4.37% during July while the Australian equivalent similarly rose from 4.15% to 4.30%.

Index Performance as at 31 July 2025

Indices	1 Month	3 Month	6 Month	12 Month
Bloomberg AusBond Bank Bill Index	0.30%	0.97%	2.02%	4.31%
Bloomberg AusBond Composite Bond Index 0+ Years Index	-0.04%	0.88%	3.72%	5.22%
Bloomberg AusBond Credit FRN 0+ Years Index	0.43%	1.46%	2.49%	5.22%

Figure 3 Source Bloomberg

MAJOR BANK CURVE

Credit spreads for senior financials of major Australian banks were relatively stable in July, with slight widening in the short term and minor tightening in the longer terms. Investor appetite remains robust whilst demand for new issuance continues to be strong.

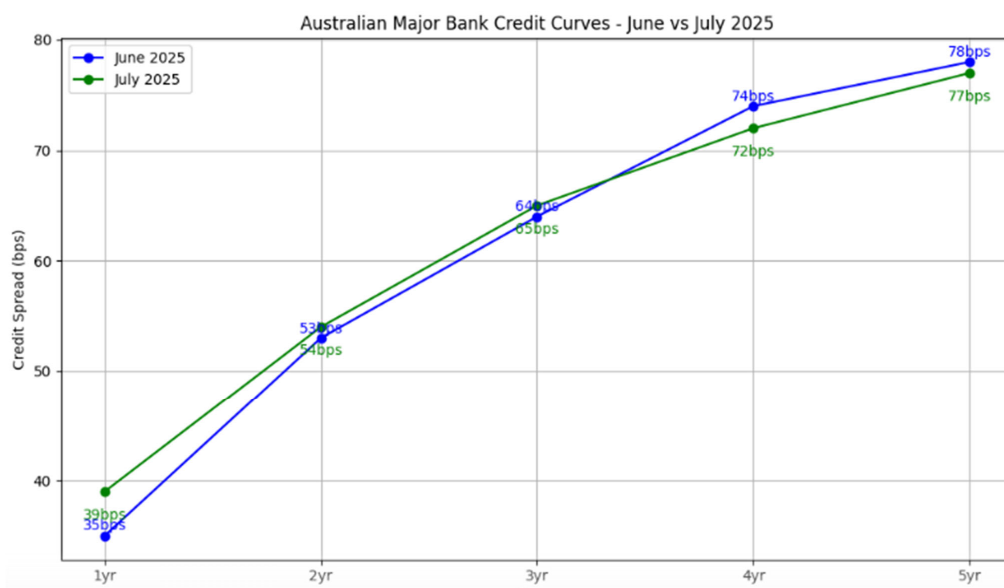


Figure 4 Source Laminar Advisory

Whilst the curve is still upward sloping, the 5-year spread has tightened by 1 bps. A new 5-year major bank senior unsecured issue would likely come around the +80bps area (including new issue premium) if issued today.

Major Bank Spread Movements

Curve Majors	Change	Jul-25	Jun-25	May-25	Apr-25	Mar-25	Feb-25	Jan-25	Dec-24	Nov-24	Oct-24
1yr	4	39	35	37	45	39	36	39	40	38	33
2yr	1	54	53	52	62	55	52	55	56	54	52
3yr	1	65	64	66	77	69	65	66	69	69	66
4yr	-2	72	74	74	86	80	73	74	78	77	75
5yr	-1	77	78	81	95	85	78	80	83	83	81

Figure 5 Source Laminar Advisory

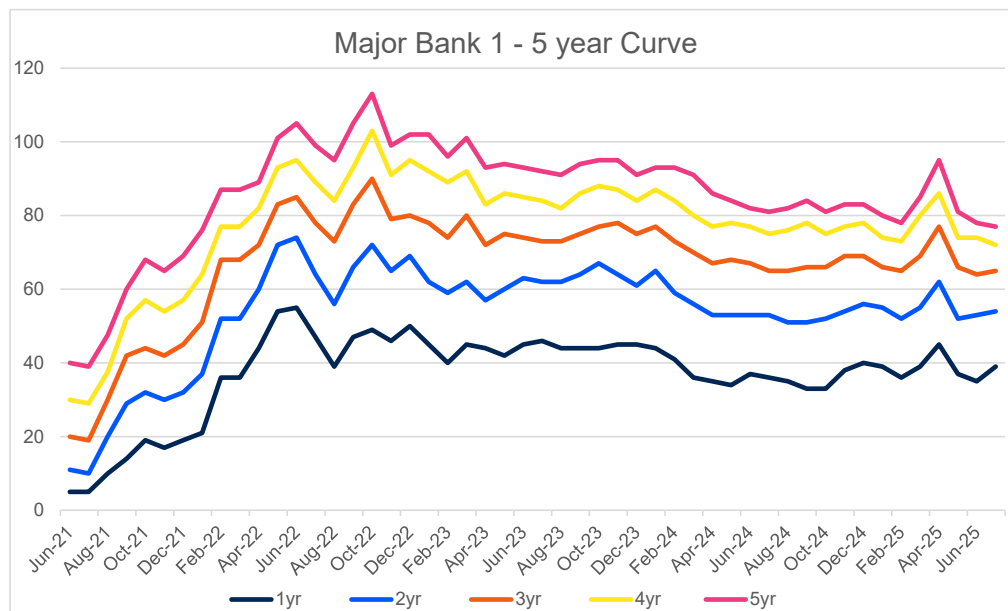


Figure 6 Source Laminar Advisory

SUBORDINATED DEBT CURVE

Subordinated (Tier 2) debt significantly outperformed senior debt in July, with credit spreads tightening by up to 17bps across the curve. The curve flattened and shifted lower reflecting a combination of improved sentiment, reduced credit risk and strong investor demand for high-yielding instruments. Despite the volume of tier 2 debt outstanding more than doubling since early 2022, the limited new issuance in July contributed to spreads reaching multi-year lows.

The addition of maturing AT1 securities which are not being replaced added to the ongoing demand for tier 2 securities.

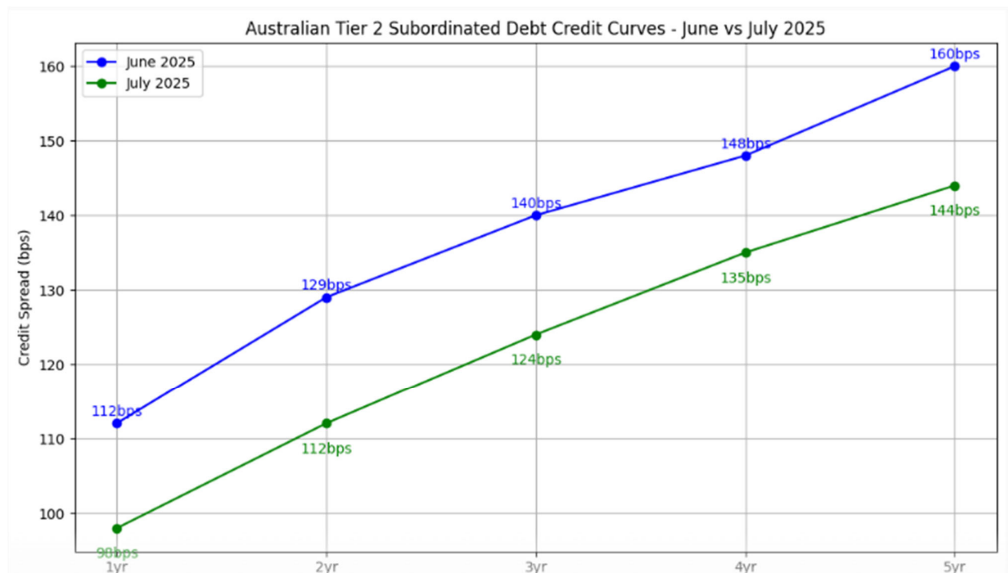


Figure 7 Source Laminar Advisory

Tier 2 Spread Movements

Curve T2	Change	Jul-25	Jun-25	May-25	Apr-25	Mar-25	Feb-25	Jan-25	Dec-24	Nov-24	Oct-24	Sep-24
1yr	-14	98	112	112	123	96	74	76	76	74	68	84
2yr	-17	112	129	129	139	115	90	92	99	94	91	105
3yr	-16	124	140	139	154	133	112	117	119	117	113	124
4yr	-13	135	148	151	169	149	133	138	136	140	134	147
5yr	-16	144	160	162	179	163	143	149	149	153	150	167

Figure 8 Source Laminar Advisory

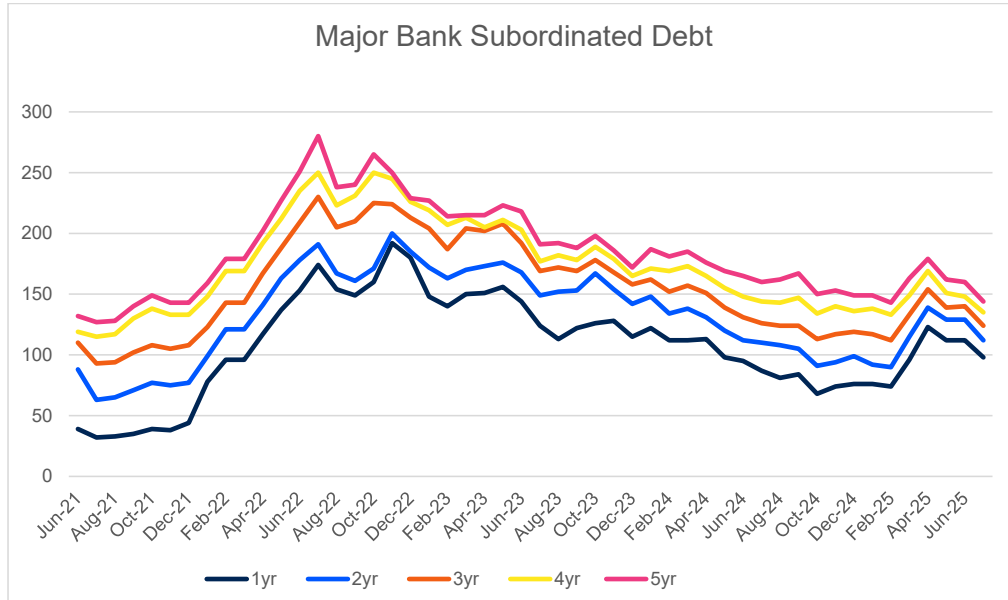


Figure 9 Source Laminar Advisory

Laminar Advisory

Economic Update

ECONOMIC ROUNDUP

Economic data released in July showed that while global economic growth is moderating, the damage so far is not as much as feared from the US policy turn towards imposing higher trade tariffs. Also, progress reducing inflation is stalling rather than reversing. Part of the reason for the better-than-expected economic outcomes so far is that the US Administration has delivered only part of the early-April Liberation Day tariff increases proposed allowing time for countries to negotiate with the US better trade deals. Nevertheless, effective US tariff protection rates have risen to their highest level in more than 80 years, and that still represents a brake on US and global growth prospects as well as a boost to US inflation with the damage likely to show through late this year and in 2026.

In the United States, the preliminary reading of Q2 GDP growth is due later this week and is expected to show that growth rebounded to +2.4% annualised pace compared with -0.5% in Q1. The GDP growth bounce will come mostly from international trade after a sharp rise in US imports in Q1 to build up stocks ahead of President Trump's April 'Liberation Day' tariff announcements turned to a sharp pull-back in import growth in Q2. Consumer spending, the main driver of US economic growth through 2024, likely made only a soft contribution to US growth in Q2, even with some evidence in monthly US economic readings of improving US consumer sentiment and spending late in the quarter.

US retail sales rose by a greater-than-expected 0.6% m-o-m in June, but coming after small falls in the previous two months. The University of Michigan's consumer sentiment survey lifted from 52.2 in May to 60.7 in June and a preliminary July reading of 61.8. While the consumer sentiment readings are still low historically, they are rising. Similarly, US purchasing manager reports, show slightly better sentiment among US businesses. The ISM June purchasing manager index rose to 49.0 in June from 48.5 in May, while the ISM non-manufacturing, or services, sector PMI rose to 50.8 in June from 49.9 in May.

US labour market conditions held relatively tight according to data released in July. Non-farm payrolls rose 147,000 in June after a 144,000 lift in May. Market expectations of a lift in the unemployment rate in June were confounded by the rate edging down to 4.1% in June from 4.2% in May. Wage growth remained firm with June average hourly earnings lifting by 0.2% m-o-m and 3.7% y-o-y. Meanwhile, inflation stopped falling in the US and appears to be basing above the Federal Reserve's 2% target. Annual CPI inflation lifted to 2.7% y-o-y in June from 2.4% in May, while the core CPI rose to 2.9% y-o-y from 2.8% in May. The Federal Reserve remains concerned that loose fiscal policy in the wake of the passage of President Trump's 'Big Beautiful Bill' in July together with tariff changes will keep inflation above its target 2% and for the time being is keeping the Federal Funds rate on hold at 4.50% and with little scope to cut the rate by much over the next year or so.

In China, Q2 GDP growth was firmer than expected, up by 1.1% q-o-q, 5.2% y-o-y from +1.2 q-o-q, +5.4% y-o-y in Q1. The June month data, however, was a mixed bag with exports, +5.8% y-o-y from +4.8% in May, and industrial production, +6.8% y-o-y from +5.8% in May, both firmer than expected, while fixed asset investment spending, +2.8% y-o-y from +3.7% in May, and retail sales, +4.8% y-o-y from +6.4% in May, were both soft. Rather than announcing any new measures to help boost spending by Chinese households, the authorities

reached for the old playbook, announcing spending on a big dam. Spending on the new dam may lift growth in industrial production and China's demand for construction materials but it will do little to counter the headwinds to China's exports from the higher US import tariffs, or to encourage Chinese households to spend more. China's inflation rate, -0.1% m-o-m, and only +0.1% y-o-y still tells a story of excess supply and limited demand in the Chinese economy, that the authorities are failing to address with appropriate policy changes.

In Europe, economic reports continue to show modest growth combined with lower inflation. The UK differs in that modest growth is running hand-in-hand with sticky inflation, causing the Bank of England to keep its base rate at a relatively high 4.25%. Returning to the EU, Q2 GDP is due later this week and is expected to show some settling (consensus forecast 0.0% q-o-q, +1.2% y-o-y) after Q1 GDP growth on final revision came in at a comparatively strong +0.6% q-o-q, +1.5% y-o-y. Headline CPI inflation lifted slightly in June to 2.0% y-o-y from 1.9% in May while core inflation was 2.3%, the same as in May. The European Central Bank has been cutting interest rates more aggressively than its peers, but that cutting stopped at its late July policy meeting when it held the deposit rate unchanged at 2.00%. The ECB has little leeway to cut rates any further with inflation hovering around the ECB's 2% target.

In Australia, while economic releases during July were mixed strength, there some important brighter readings. Housing indicators were all stronger including house prices, home building approvals (+3.2% m-o-m, +8.0% y-o-y in May) and housing commencements (+11.7% q-o-q and +17.3% y-o-y in Q1). After weak household spending readings in March and April, May saw a substantial lift, up 0.9% m-o-m, +4.2% y-o-y. The stronger May household spending reading means that household consumption expenditure may make a substantial contribution to Q2 GDP growth when the report is released early in September.

On the softer side, employment grew by only 2,000 in June after falling by 1,100 in May and the unemployment rate lifted from 4.1% in May to 4.3% in June, the highest reading since November 2021. The softer labour market and a seemingly low May monthly CPI report, 2.1% y-o-y with underlying (trimmed mean) inflation down to 2.4% prompted most analysts to predict that the RBA would cut the cash rate by 25bps to 3.60% at its mid-July policy meeting. The RBA surprised by leaving the cash rate unchanged at 3.85%.

In the statement and Governor's press conference accompanying the RBA's July rate decision as well as in a more detailed speech later by RBA Governor, Michelle Bullock, it has become clearer that the RBA is unconvinced that current Australian economic conditions and progress reducing inflation warrant a move towards quickly and substantially cutting the cash rate. Instead, the RBA sees need to move cautiously and slowly.

The main reason for the RBA's cautious approach to cutting rates is that it did not raise rates as much as its central bank peers in 2022 and 2023, and with less damage to show to maintaining full employment as a result, the RBA does not need to move as aggressively as its peers bringing rates down. Also, the RBA believes that the downside risks to global economic growth from US tariffs are not as great as feared even a month ago. The RBA wants to see whether the reduction in Australian inflation in the limited-basket monthly CPI series is reflected in the comprehensive Q2 report (the RBA suspects inflation is not quite as low in Q2 as it forecast back in May).

What has become clearer is that the RBA is in no rush to cut interest rates. We still see a good chance that the RBA will cut the cash rate 25bps to 3.60% at its August policy meeting, but beyond that any further rate cuts will need to be forced by surprisingly low inflation and/or surprisingly weak economic growth.

RATE AND YIELD CURVE COMMENTARY

Against most analysts' and market expectations the RBA kept the cash rate unchanged at 3.85% at the mid-July policy meeting. The decision not to cut the cash rate by 25bps, as was widely expected, was explained by the RBA as inflation not quite falling in line with the forecasts issued by them in May. The Q2 CPI report out this week is likely to provide key information concerning whether the RBA will cut the cash rate at its August policy meeting. We forecast that headline CPI inflation fell to around 2.0% y-o-y in Q2 from 2.4% y-o-y in Q1 and that underling (trimmed mean) inflation fell to 2.5% y-o-y from 2.9% in Q1. If the inflation data come in as we suspect, that should prompt a 25bps cash rate cut to 3.60%. Even if the RBA cuts the cash rate in August, it is likely to continue the process started this month of hosing down market expectations of how quickly and by how much the RBA can cut rates beyond the August policy meeting. Various comments and speeches by RBA Governor, Michelle Bullock, during July highlight that the RBA is becoming less concerned about downside economic growth risks emanating from overseas, but also that it is becoming warier about the local inflation outlook. RBA Governor, Michelle Bullock, stressed that the RBA did not raise interest rates as far as its peers overseas in 2022 and 2023 and that means less room to ease on the way down and at cautious pace at best. If the RBA cuts the cash rate in August, that implies waiting until at least November before any further rate cut, and that one possibly the last one in the current rate cutting cycle. The bond market is reflecting the cautious turn by the RBA. Over the past month, the 2-year bond yield has risen by 23bps to 3.41% while the 10-year bond yield has risen 23bps to 4.34%. We see shorter-dated bond yields trending higher over the next few months, above 3.50%. The 10-year bond yield is also likely to move higher over coming months and probably back above 4.50%.

In terms of the yield curve, a low Q2 inflation report this week provides leeway for the RBA to cut the cash rate by 25bps to 3.60% at the August policy meeting, but the RBA is likely to be very cautious cutting the cash rate beyond, possibly to 3.35% in November or December. Over the next few months even cautious rate cuts imply a steeper yield curve with shorter-date bond yields less prone to rise than the 10-year bond yield. As inflation readings start picking up later in 2025 and in 2026, we see shorter-term bond yields rising more sharply than longer term bond yields and a much flatter yield curve developing through 2026.

LAMINAR ADVISORY INVESTMENT STRATEGY

In the near term, we expect longer-dated fixed rates to remain relatively stable, though subject to periodic volatility. Looking ahead to 2026, these rates are likely to face upward pressure as market expectations adjust. Meanwhile, short- to mid-tenor fixed rates may drift slightly higher as the market recalibrates to the pace and extent of RBA rate cuts. We anticipate credit spreads for highly rated banks to contract in the near term, with structured credit continuing to outperform due to its relative value and resilience. Laminar maintains a positive outlook on adding long-dated floating rate investments to client portfolios, while also expressing tactical interest in medium-term fixed rate opportunities where appropriate.

Laminar Advisory

Portfolio Performance

MONTHLY PERFORMANCE

The portfolio achieved a return of 0.42% for the month of July which was 0.12% above the benchmark AusBond Bank Bill Index return of 0.30%. The weighted average running yield on the portfolio is 4.74%.

Investment Policy Compliance		
Legislative Requirements	✓	Fully compliant
Portfolio Credit Rating Limit	✓	Fully compliant
Institutional Exposure Limits	✓	Fully compliant
Term to Maturity Limits	✓	Fully compliant

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Central Coast Council

Current Gosford Library Community Engagement

Prepared by: Micromex Research

Date: July 22, 2025

Report Outline

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Background and Objectives

Background

With the construction of the new library in Gosford, the existing library building is set to be either demolished or repurposed. Central Coast Council, in collaboration with Micromex Research, conducted multi-modal community engagement regarding the proposed plans for the current library building.

Objectives

- Understand the community's awareness of the new library building and the frequency of visits to the existing library building and Kibble Park
- Inform the community about the pros and cons of each option for the existing building (demolition or repurposing), and obtain community preferences
- Explore the reasons for community's preferences and their suggestions for the existing building

Methodology and Sample



Sample Sources

- **Structured questionnaire:** A total of 1,233 responses were collected from three different sources:
 - 930 online surveys hosted by Council
 - 280 face-to-face surveys conducted by Micromex Research at Kibble Park (N=139) and elsewhere in Gosford CBD (N=141), and
 - 23 hardcopy surveys distributed by Micromex interviewers/ available at Gosford Library.

This questionnaire was designed to assess community awareness of the new library building plan, gather opinions on the existing library building, and collect suggestions for its future use.

- **Objection pro-formas:** A total of 245 responses were received by Council through semi-structured pro-formas. These forms included respondents' views on the existing library building and their suggestions regarding its future.
- **Email submissions:** A total of 28 emails were received by Council outlining community opinions and suggestions concerning the existing library building.
- **Petitions:** A total of 3,824 signatures were submitted by community members, including 1,192 paper petitions and 2,632 online petitions. These petitions expressed opposition to the demolition of the existing library building.

Where possible, duplications (i.e.: same person providing multiple responses) have been consolidated/treated as one response. However, particularly in the case of the petitions, they were not deduplicated as it was not possible to do so.)

Interviewing

Interviewing was conducted in accordance with The Research Society Code of Professional Behaviour.

Sample selection and margin of error

Including responses from all three questionnaire sources (online, face-to-face, and hardcopy), a total of 1,233 structured questionnaire surveys were collected.

A sample size of 1,233 questionnaire respondents notionally provides a maximum sampling error of plus or minus 2.8% at 95% confidence (i.e.: if the survey was replicated with a new universe of N=1,233 respondents, 19 times out of 20 we would expect to see the same results, i.e. +/- 2.8%. For example, that an answer such as 'yes' (50%) to a question could vary from 47% to 53%). However, we stress 'notionally' because other than the face-to-face surveys, the others (online and hardcopy) were obtained via an 'opt-in' sample approach, so significance testing does not truly apply. **Thus, any references to significant differences should be treated with caution.**

Data analysis

The data within this report was analysed using Q Professional.

As the survey sample is largely unmanaged/opt-in, the data has not been weighted to reflect population statistics such as age and gender.

Within the report, **blue** and **red** font colours are used to identify statistically significant differences between groups, i.e., gender, age, etc – although as noted above, for this survey, **results of significance testing should be treated with caution.**

Significance difference testing is a statistical test performed to evaluate the difference between two measurements. To identify the statistically significant differences between the groups of means, 'One-Way Anova tests' and 'Independent Samples T-tests' were used. 'Z Tests' were also used to determine statistically significant differences between column percentages.

Note: All percentages are calculated to the nearest whole number and therefore the total may not exactly equal 100%.

Summary Findings



Summary Findings

76% of survey responses (including online, face-to-face and hardcopy) believe that Council should retain and repurpose the existing library building:



- Online and face-to-face respondents were more likely to support retaining the building, whereas the majority of those who submitted hardcopy surveys (65%) believed that Council should demolish it.
- Whilst the 930 online and 28 hardcopy surveys were unmanaged/opt-in samples, the 280 face-to-face interviews were more of a controlled random sample. This may explain why the face-to-face respondents were less aware of expected population growth in Gosford CBD / the new library / the features of the new library – they were arguably less engaged in the topic. Nevertheless, when asked about the options for the library, 70% of this sample indicated they wanted the building retained.



All **245** responses received through the demolition objection pro-formas supported retaining the building.



Of the 28 emails received, 26 (**93%**) supported retaining the building, while only 2 (7%) expressed support for its demolition.



All **3,824** petitions received expressed objection to the demolition of the library.

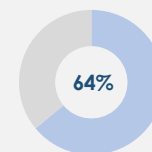
*Awareness and Visitation:



Nearly 1 in 3 respondents said they visit the current Gosford Library at least once a month.



More than half of the respondents stated that they visit or walk through Kibble Park at least once a month when they are not going to the library.



64% of respondents were aware that the population in the Gosford city area is expected to increase by approximately 67% over the next 21 years.

82% of respondents were aware that a new Gosford Regional Library is currently being built in the Gosford CBD.

Among those who were aware of the new library building plan, **71%** knew that the new library would include additional services and facilities.

*Note: structured questionnaire results only (N=1,233) 6

Summary Findings

Why did they object to the demolition of the building?

- **Historical/Heritage and architectural significance**

The most common reason for objecting to the demolition is that the current library building holds historical and heritage significance for the entire Central Coast.

- **Repurpose/Reuse as a valuable infrastructure**

Many respondents believe that the current building would be suitable for a range of community uses if retained, and that demolishing such valuable infrastructure would be a waste.

- **Social/cultural/emotional significance**

Some respondents (particularly older residents) also mentioned that the current building holds emotional significance for them, and they do not want it to be demolished.

- **Lack of communication (e.g., no published costing for the demolition and no cost benefit analysis for the two options)**

In the petition, participants emphasised that no cost-benefit analysis had been publicly released for the two options. Some participants from other sources (e.g., survey, pro-forma) were also uninformed about the costs (such as 'refurbishing and repurposing the old library building would cost less').

What did they suggest if the building is retained?

Potential community use



Community
event hub/centre



Art/cultural
activities



Youth and
children centre



Education and
training

Potential commercial use



Hospitality:
Café, restaurant



Art gallery/
exhibition/ museum

Why did they support the demolition of the building?

- **Good for public space enhancement**

Most supporters believe that as the city grows and new high-rise developments increase, the need for more open space becomes essential. They also think that removing the building will help increase public space in the area.

- **Waste of money/costs too much to refurbish/retain**

Considering the high cost of refurbishing the old building, many respondents believe it would place a significant financial burden on ratepayers.

- **The building is old/ugly/functionally obsolete**

Some respondents stated that the old building is too outdated, with certain functionalities not having been updated for a long time, and it needs to be demolished.



Chapter One Survey Findings

This chapter presents findings based solely on the total of 1,233 structured questionnaires, comparing the 280 face-to-face (opt-out) responses with the combined 930 online and 23 hardcopy (opt-in) responses.

Sample Profile



Sample source



Online 75%
(N=930)



Face-to-face 23%
(N=280)



Hardcopy 2%
(N=23)

Base: N = 1,233

Gender



Female 62%

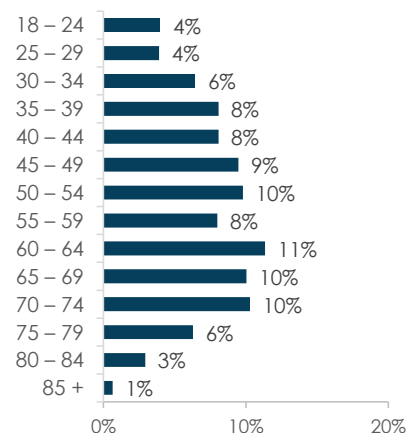


Male 35%

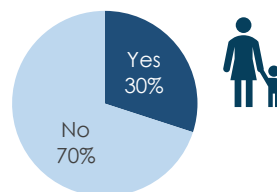
Non-binary 1%
Not applicable 1%
Prefer not to say 1%
Prefer to self-describe <1%

Base: N = 1,233

Age



Are you the parent or guardian of any children under the age of 18 years?



Involvement with Central Coast



Resident of the
Central Coast
Region
91%



Work at a business
in the Central
Coast Region
31%



Owner of a business
in the Central
Coast Region
10%



Attend school/
university/ TAFE in
the Central Coast
region 3%



I am a visitor to the
Central Coast
6%



None of the above
1%

Base: N = 1,233

Please see Appendix 1 for suburbs 9

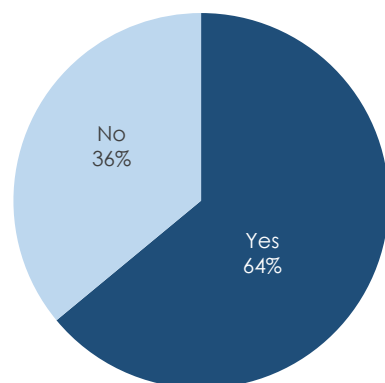
Awareness of Population Growth



64% of respondents were aware that the population in the Gosford city area is expected to increase by approximately 67% over the next 21 years. Online participants were more likely to be aware of this compared to those who took part in the face-to-face interviews, which may reflect the difference in the opt-out face-to-face versus the opt-in online/hardcopy methodologies.

Across demographic groups, older respondents were more likely to be aware than younger respondents. Those who live or work in the Central Coast LGA were also more likely to be aware, while visitors were less likely to know about the projected population growth.

Awareness of the potential population growth in Gosford over the next 21 years



Base: N=1,232

Awareness	Overall	Sample source			Gender			Age			
		Online	Face-to-face	Hardcopy	Woman	Man	Other/Undisclosed	Under 35	35 – 49	50 – 69	70 +
Yes %	64%	71%	39%	45%	64%	64%	56%	47%	63%	66%	70%
Base	1,232	930	280	22	764	429	39	184	314	480	246

Awareness	Overall	Involvement in the Central Coast Local Government Area						Parent or guardian of children under 18	
		Resident	Owner of a business	Work at a business	Attend school/university/TAFE	I am a visitor	None of the above	Yes	No
Yes %	64%	65%	73%	63%	64%	51%	56%	65%	63%
Base	1,232	1,127	119	383	33	71	9*	372	860

Q1. Before today, were you aware that with all the rebuilding happening in Gosford, the population living in the Gosford city area is expected to increase by 67% over the next 21 years or so?

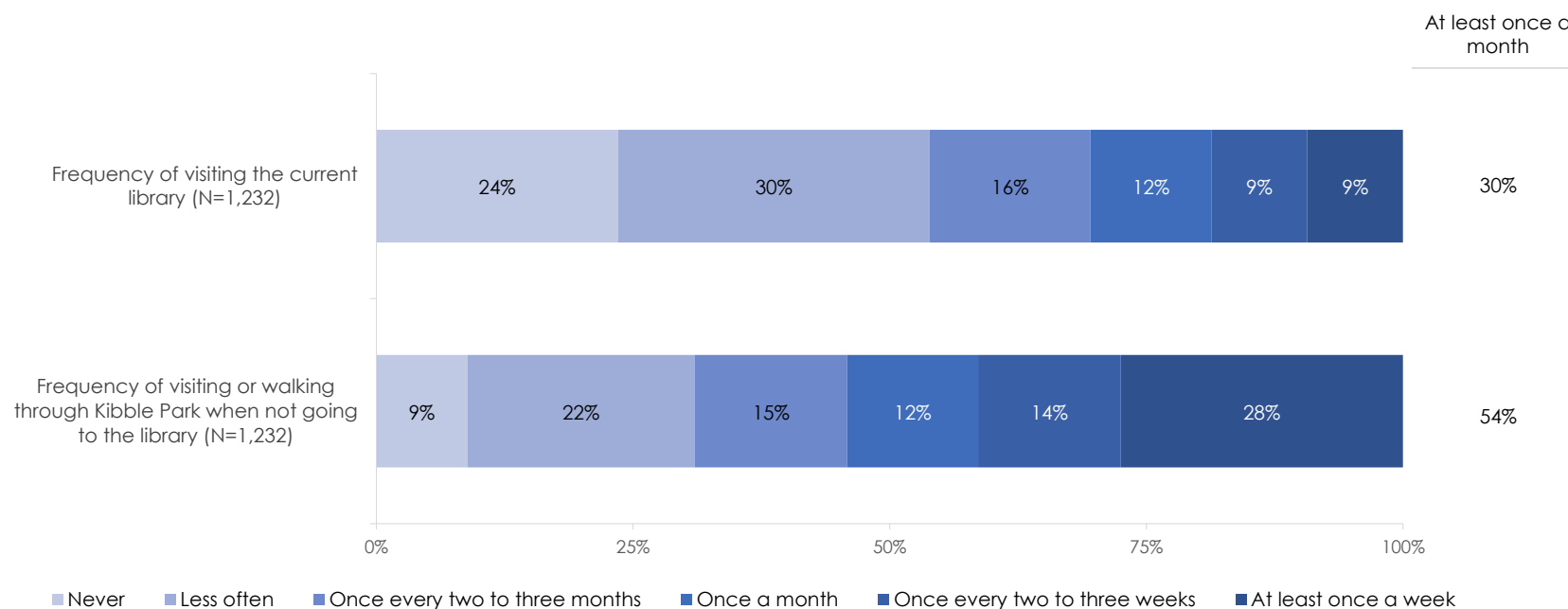
*Caution: low base size
A significantly higher/lower percentage (by group)

Visits to the Library and Kibble Park



When asked about their current visits to the library and Kibble Park, nearly 1 in 3 respondents said they visit the current Gosford Library at least once a month, with 9% visiting at least once a week.

More than half of the respondents stated that they visit or walk through Kibble Park at least once a month when they are not going to the library, and 28% stated that they go to or walk through Kibble Park at least once a week.



D4a. How often, if at all, do you visit the current Gosford Library at Kibble Park?

D4b. And how often, if at all, do you visit or walk through Kibble Park when you are not going to the library?

Visits to the Library and Kibble Park



Respondents who participated in this survey through face-to-face interviews visit the current library less often than other residents. However, they are more likely to visit or walk through Kibble Park when not going to the library (which reflects that a number of the face-to-face respondents were recruited within Kibble Park).

In terms of demographics:

- Women and residents of the LGA are more frequent visitors to the Gosford Library
- While those aged under 35, residents and workers of the area have a higher frequency of visiting Kibble Park.

At least once a month %	Overall	Online	Face-to-face	Hardcopy
Frequency of visiting the current library	30%	32%	23%	55%
Frequency of visiting or walking through Kibble Park when not going to the library	54%	47%	79%	50%
Base	1,232	930	280	22

At least once a month %	Overall	Gender			Age				Involvement in the Central Coast Local Government Area						Parent or guardian of children under 18	
		Woman	Man	Other/Undisclosed	Under 35	35 – 49	50 – 69	70 +	Resident	Owner of a business	Work at a business	Attend school/university/TAFE	I am a visitor	None of the above	Yes	No
Frequency of visiting the current library	30%	33%	25%	44%	29%	32%	31%	28%	32%	29%	33%	42%	13%	0%	33%	29%
Frequency of visiting or walking through Kibble Park when not going to the library	54%	52%	57%	64%	64%	53%	55%	46%	56%	50%	62%	64%	21%	0%	55%	54%
Base	1,232	764	429	39	184	314	480	246	1,127	119	383	33	71	9*	372	860

D4a. How often, if at all, do you visit the current Gosford Library at Kibble Park?

D4b. And how often, if at all, do you visit or walk through Kibble Park when you are not going to the library?

*Caution: low base size

A significantly higher/lower percentage (by group)

Awareness of New Library Building Plan

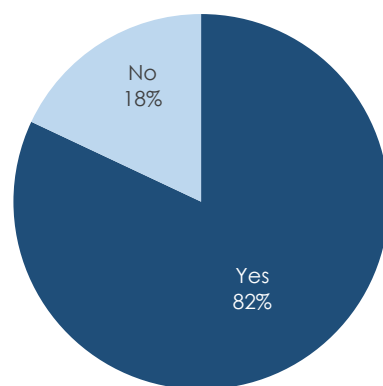


82% of respondents were aware that a new Gosford Regional Library is currently being built in the Gosford CBD. Face-to-face respondents were less likely to be aware of this.

Older respondents and those who visit the library or Kibble Park more often were more likely to be aware that a new library was being built.

Awareness	Overall	Frequency of visiting the current library		Frequency of visiting or walking through Kibble Park	
		At least once a month	Less than once a month	At least once a month	Less than once a month
Yes %	82%	89%	78%	85%	77%
Base	1,232	375	857	667	565

Awareness of the new library building plan



Base: N=1,232

Awareness	Overall	Sample source			Gender			Age			
		Online	Face-to-face	Hardcopy	Woman	Man	Other/Undisclosed	Under 35	35 – 49	50 – 69	70 +
Yes %	82%	87%	63%	100%	81%	81%	90%	67%	77%	86%	89%
Base	1,232	930	280	22	764	429	39	184	314	480	246

Awareness	Overall	Involvement in the Central Coast Local Government Area						Parent or guardian of children under 18	
		Resident	Owner of a business	Work at a business	Attend school/university/TAFE	I am a visitor	None of the above	Yes	No
Yes %	82%	83%	92%	86%	79%	58%	56%	77%	84%
Base	1,232	1,127	119	383	33	71	9*	372	860

Q2. A new Gosford Regional Library is currently being built in the Gosford CBD, across the road from the existing Gosford Library. Before today, were you aware that a new library was being built within the Gosford CBD?

*Caution: low base size
A significantly higher/lower percentage (by group)

Awareness of Additional Services and Facilities in the New Library

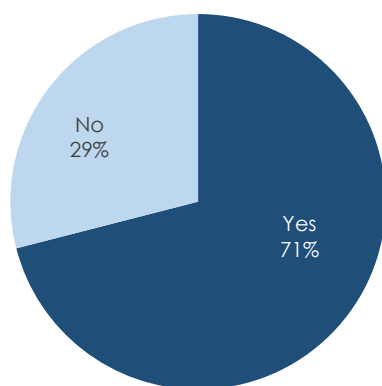


Among those who were aware of the new library building plan, 71% (or 58% of the total sample) knew that the new library would include additional services and facilities. Similar to overall awareness of the new library, face-to-face respondents were less likely to be aware of this.

Younger respondents and those who visit the library less frequently were also less likely to be aware of the planned additional services in the new library.

Awareness	Overall Aware of New Library	Frequency of visiting the current library		Frequency of visiting or walking through Kibble Park	
		At least once a month	Less than once a month	At least once a month	Less than once a month
Yes %	71%	81%	66%	70%	72%
Base	1,005	335	670	569	436

Awareness of the additional services and facilities in the new library



Base: N=1,005

Awareness	Overall Aware of New Library	Sample source			Gender			Age			
		Online	Face-to-face	Hardcopy	Woman	Man	Other/Undisclosed	Under 35	35 – 49	50 – 69	70 +
Yes %	71%	80%	28%	73%	73%	68%	66%	62%	68%	73%	75%
Base	1,005	807	176	22	622	348	35	123	242	414	218

Awareness	Overall Aware of New Library	Involvement in the Central Coast Local Government Area						Parent or guardian of children under 18	
		Resident	Owner of a business	Work at a business	Attend school/university/TAFE	I am a visitor	None of the above	Yes	No
Yes %	71%	71%	77%	73%	85%	71%	80%	68%	72%
Base	1,005	938	110	331	26	41	5*	285	720

Q3. [If Yes on Q2, ask] The new library will have four levels, and in addition to all the expected library facilities, it will also have: a space for kids to explore literacy through interaction and play; Flexible function space, for special occasions and larger audiences; Breakout spaces on every level for private and collaborative learning; A smart work hub for those who want a place to work without the commute and dedicated meeting rooms, recording studios and exhibition space. Before today, were you aware that the new library would have these additional services and facilities?

*Caution: low base size
A significantly higher/lower percentage (by group)

Opinions on the Existing Library Building



Before asking questions about opinions on the existing library building, respondents were provided with background information about the new library building plan and two potential options for dealing with the existing library:

Option 1: Demolishing the Building

With significant residential and commercial development occurring in the area, the need for accessible open space has become increasingly important to our local community. Removing the existing structure would provide the opportunity to create public open space that meets the recreational and social needs of a growing population. Potential uses for this space could include a green parkland, walking paths or outdoor community facilities designed to enhance liveability and provide much needed gathering spaces. This approach ensures that as the community grows, residents have access to well-designed outdoor areas that support a healthy and connected community and improve safety and security in the heart of the Gosford CBD. The estimated cost to demolish is approximately \$485,000.

Option 2: Repurposing the Building

Community feedback has highlighted the historical significance of the current library building and its value as a space for local activities. This option would adapt the building for alternative uses that align with community needs. Potential uses could include co-working spaces, commercial opportunities for local business, arts and cultural facilities or multi-purpose community hubs. Retaining and modernising the building would allow it to continue serving as a focal point while adapting it to better meet community needs. It is estimated that remediation and compliance works required to restore the building, along with specialist advice, would cost approximately \$4.2 million.

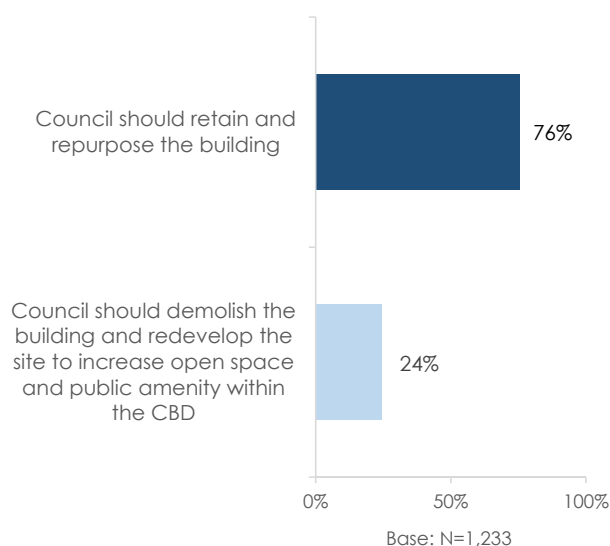
Opinions on the Existing Library Building



Overall, 76% of respondents believe that Council should retain and repurpose the existing library building, while 24% suggested that Council should demolish the building and redevelop the site to increase open space and public amenity within the CBD. Both online and face-to-face respondents were more likely to support retaining the building, whereas the majority of those who submitted hardcopy surveys (65%) believed that Council should demolish it.

Respondents who visit the current library more frequently were more likely to support retaining the building, as were those who regularly visit or walk through Kibble Park, even when not visiting the library.

Opinions on the Existing Library Building



	Overall	Sample source			Awareness of the new library building plan	
		Online	Face-to-face	Hardcopy	Yes	No
Council should <u>retain</u> the building	76%	78%	70%	35%	77%	72%
Council should <u>demolish</u> the building	24%	22%	30%	65%	23%	28%
Base	1,233	930	280	23	1,005	227

	Overall	Frequency of visiting the current library		Frequency of visiting or walking through Kibble Park	
		At least once a month	Less than once a month	At least once a month	Less than once a month
Council should <u>retain</u> the building	76%	83%	72%	79%	71%
Council should <u>demolish</u> the building	24%	17%	28%	21%	29%
Base	1,233	375	857	667	565

Q4. What do you think should happen with the existing library building (located across the road from the new library), once the new Library is open?

A significantly higher/lower percentage (by group) 16

Opinions on the Existing Library Building



Across demographic groups, women, older respondents and those who are not currently the parent or guardian of any children under 18 were more likely to support retaining the library building. Respondents working at a business in the LGA, males and those aged under 50 were more likely to suggest demolishing the building. Note however that despite these demographic differences, all demographic cohorts favoured retaining the building.

	Overall	Gender			Age			
		Woman	Man	Other/ Undisclosed	Under 35	35 – 49	50 – 69	70 +
Council should <u>retain</u> the building	76%	80%	67%	82%	65%	69%	78%	87%
Council should <u>demolish</u> the building	24%	20%	33%	18%	35%	31%	22%	13%
Base	1,233	765	429	39	184	314	480	247

	Overall	Involvement in the Central Coast Local Government Area						Parent or guardian of children under 18	
		Resident	Owner of a business	Work at a business	Attend school/ university/ TAFE	I am a visitor	None of the above	Yes	No
Council should <u>retain</u> the building	76%	76%	71%	68%	88%	83%	100%	71%	78%
Council should <u>demolish</u> the building	24%	24%	29%	32%	12%	17%	0%	29%	22%
Base	1,233	1,128	119	383	33	71	9*	372	861

Q4. What do you think should happen with the existing library building (located across the road from the new library), once the new Library is open?

*Caution: low base size
A significantly higher/lower percentage (by group)

Reasons for Supporting Retaining the Existing Library Building



Reasons for supporting retaining and repurposing the building (76%)	N=1,233
Unique architecture/historical/National Trust/iconic	36%
**Use for community space/community groups/youth groups	23%
**It should be repurposed/it is a useful/valuable infrastructure	17%
Social/cultural/emotional significance - please do not demolish	14%
A waste to demolish such a good building	10%
It is a community/public asset	7%
**Use for arts/cultural activities/exhibitions/museum	6%
Kibble Park doesn't need more space/wouldn't make much difference if demolished	6%
It is central/it has a good location	5%
Support future population	5%
**Use for community services/outreach/homeless	4%
**Use for a cafe/restaurant	2%
Community consultations/Architects recommended to keep it	2%
**Use for office or commercial space	2%
Cost less to refurbish	1%
Keep the toilets/already has toilets/don't want unisex toilets	1%
Bring people to the area	1%
**Use for health services	1%
Good access for elderly/disabled	<1%
Other	3%
Don't know/nothing	<1%

****NETT:
Reuse/
Repurpose
41%**

Among those who support retaining the existing library building, two main themes emerged:

- Its potential for other uses (community space/its value as existing infrastructure/arts-cultural activities, etc) – a nett subtotal of 41% of survey respondents mentioned one or more of the highlighted uses in the table at left
- The unique architecture and historical significance of the building to Gosford and the Central Coast area

Other reasons included:

- Its social, cultural, and emotional significance
- The belief that it is a waste to demolish.

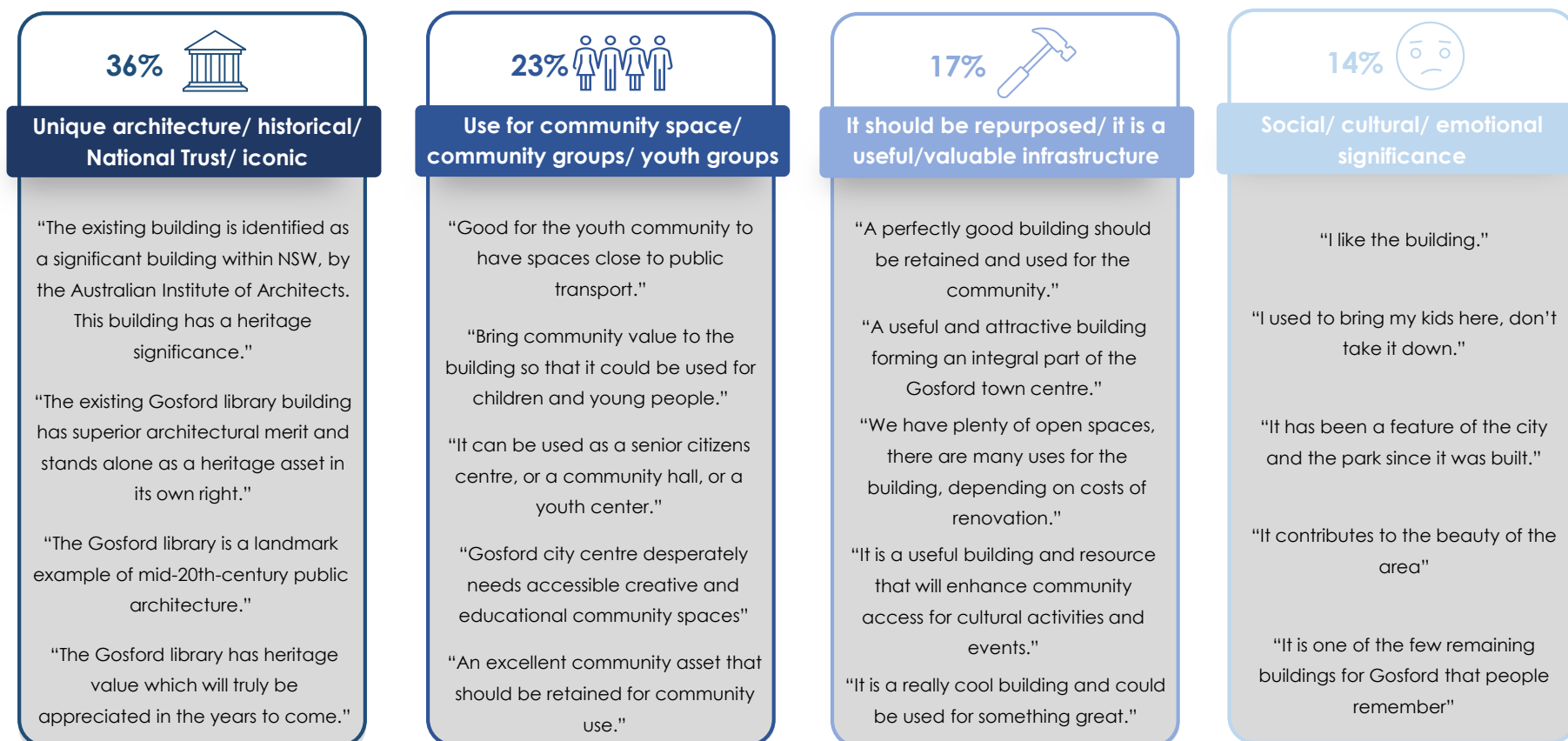
Some example verbatims for the main themes are provided on next slide...

Q4. What do you think should happen with the existing library building (located across the road from the new library), once the new Library is open? Why do you say that?

Reasons for Supporting Retaining the Existing Library Building



Example Verbatims for top 4 mentions



Q4. What do you think should happen with the existing library building (located across the road from the new library), once the new Library is open? Why do you say that?

Reasons for Supporting Demolishing the Existing Library Building



Reasons for supporting demolishing the building and redeveloping the site (24%)	N=1,233
Waste of money/costs too much to refurbish/retain	8%
Gosford needs the open space	8%
It's ugly/old/agree with demolition	5%
Kibble Park will be better/larger	5%
Make park/area safer/more surveillance possible	3%
Revitalise Gosford/encourage residents and visitors	3%
New library will meet community needs	2%
Repurpose the space as something other than parkland	2%
Support future population	1%
Not historically/architecturally significant	1%
Empty building could be vandalised/derelict	1%
More space could be used for exhibitions/entertainment, etc.	1%
Want better toilets/amenities/disabled	1%
Need better access for the disabled/elderly	1%
Not beneficial to community to keep it/demolishing it will benefit community	<1%
Other	1%
Don't know/nothing	<1%

Most frequently mentioned reasons for supporting the demolition of the building include 'it is a waste of money to refurbish it' and 'Gosford/Kibble Park needs more space'.

Other frequently mentioned reasons include the building is too old or unattractive, Kibble Park would be better or larger if the old building were demolished, it would help make the area and park safer, and it would encourage residents and tourists to visit Gosford.

See example verbatims next slide...

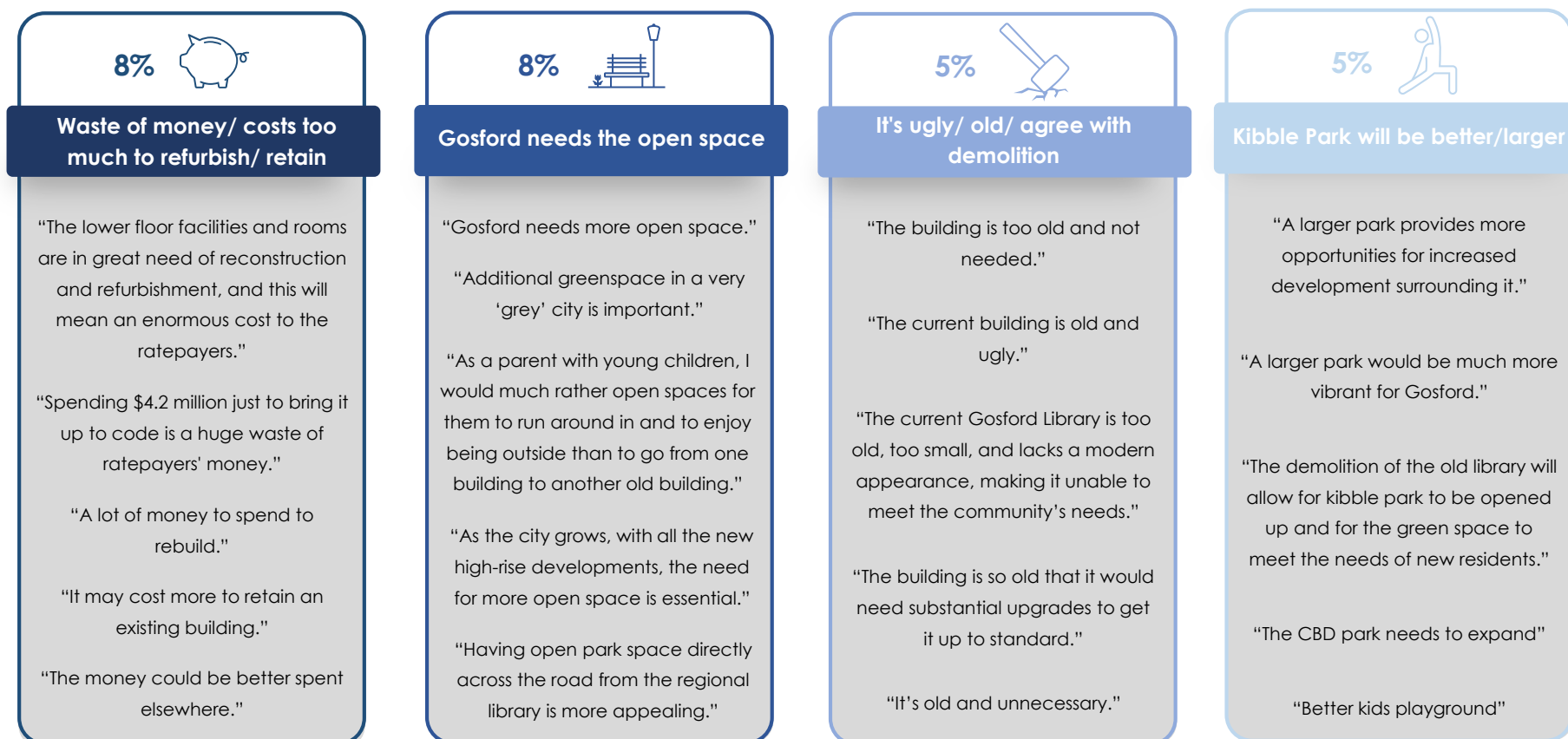
Q4. What do you think should happen with the existing library building (located across the road from the new library), once the new Library is open? Why do you say that?

20

Reasons for Supporting Demolishing the Existing Library Building



Example Verbatims for top 4 mentions



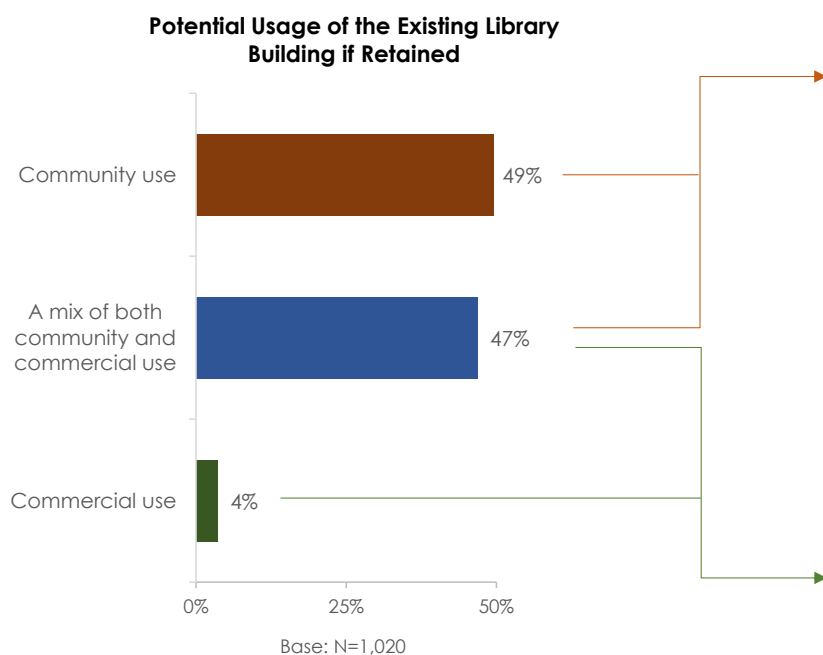
Q4. What do you think should happen with the existing library building (located across the road from the new library), once the new Library is open? Why do you say that?

Potential Usage of the Existing Library Building if Retained



If the building is retained, 96% of respondents want it to offer community use – although nearly one in two are happy to see it also have some commercial use.

Arts and cultural activities are the most preferred type of use the community would like to see if the building is retained for community purposes, followed by community event space. For commercial use, the most preferred options are hospitality (such as a café or restaurant) and an art gallery or exhibition space.



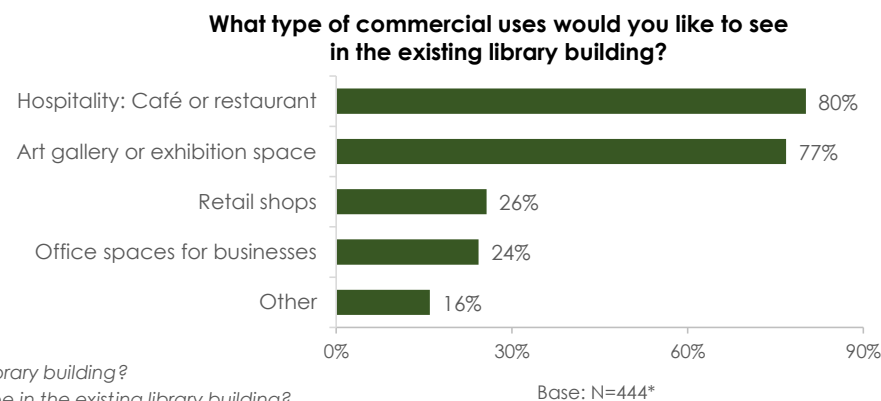
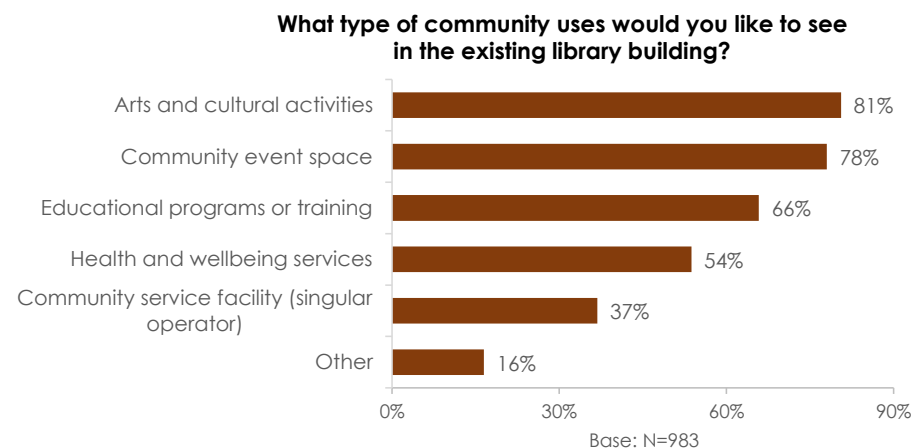
Please see Appendix 1 for 'other specified'.

*Note: Due to a programming error on the online survey, 71 respondents did not answer this question

Q5. If the building were to be retained, how do you think it should be used?

Q6. [If 'community' or 'both' on Q5, ask] What type of community uses would you like to see in the existing library building?

Q7. [If selected "Commercial use" or 'both' on Q5, ask], What type of business or services would you like to see in the existing library building?



Potential Usage of the Existing Library Building if Retained



This slide explores usage preferences by source of responses and demographic segments.

Whilst there are differences by subsamples, all cohorts still primarily want community use, either only community use, or a mix of community and business use. Even amongst the 87 respondents who preferred the building is demolished, when asked about future usage if it is retained, the majority want some form of community use in the repurposed building.

See next two slides for results by demographic for Q6 and Q7...

	Overall	Sample source			Gender			Age			
		Online	Face-to-face	Hardcopy	Woman	Man	Other/Undisclosed	Under 35	35 – 49	50 – 69	70 +
Community	49%	48%	54%	40%	51%	46%	58%	54%	46%	47%	54%
Mix	47%	51%	35%	60%	47%	46%	42%	41%	51%	48%	45%
Commercial	4%	1%	11%	0%	2%	8%	0%	5%	3%	5%	1%
Base	1,020	730	280	10*	651	336	33	146	239	398	231

	Overall	Frequency of visiting the current library		Frequency of visiting or walking through Kibble Park		Opinions on the existing library building	
		At least once a month	Less than once a month	At least once a month	Less than once a month	Retain	Demolish
Community	49%	48%	50%	49%	49%	49%	52%
Mix	47%	51%	45%	46%	48%	49%	26%
Commercial	4%	1%	5%	4%	3%	2%	22%
Base	1,020	326	693	586	433	933	87

	Overall	Involvement in the Central Coast Local Government Area						Parent or guardian of children under 18	
		Resident	Owner of a business	Work at a business	Attend school/university/TAFE	I am a visitor	None of the above	Yes	No
Community	49%	51%	37%	49%	40%	31%	44%	49%	50%
Mix	47%	46%	60%	47%	60%	63%	56%	48%	47%
Commercial	4%	3%	3%	4%	0%	6%	0%	3%	4%
Base	1,020	927	87	280	30	68	9*	287	733

Q5. If the building were to be retained, how do you think it should be used?

Q6. [If 'community' or 'both' on Q5, ask] What type of community uses would you like to see in the existing library building?

Q7. [If selected "Commercial use" or 'both' on Q5, ask], What type of business or services would you like to see in the existing library building?

*Caution: low base size
A significantly higher/lower percentage (by group)

Potential Usage of the Existing Library Building if Retained

	Overall	Sample source			Gender			Age			
		Online	Face-to-face	Hardcopy	Woman	Man	Other/ Undisclosed	Under 35	35 – 49	50 – 69	70 +
Arts and cultural activities	81%	82%	77%	80%	83%	76%	85%	82%	78%	83%	78%
Community event space	78%	80%	73%	90%	78%	79%	73%	71%	77%	81%	79%
Educational programs or training	66%	65%	67%	70%	67%	62%	73%	69%	64%	66%	65%
Health and wellbeing services	54%	49%	67%	70%	56%	50%	45%	68%	54%	51%	51%
Community service facility (singular operator)	37%	29%	59%	20%	36%	38%	45%	60%	38%	31%	32%
Other	16%	17%	13%	40%	15%	18%	21%	15%	16%	18%	15%
Base	983	725	248	10*	641	309	33	139	232	378	229

	Overall	Involvement in the Central Coast Local Government Area						Parent or guardian of children under 18	
		Resident	Owner of a business	Work at a business	Attend school/ university/ TAFE	I am a visitor	None of the above	Yes	No
Arts and cultural activities	81%	81%	85%	81%	90%	78%	67%	81%	80%
Community event space	78%	79%	85%	79%	80%	73%	78%	78%	78%
Educational programs or training	66%	66%	76%	70%	60%	61%	78%	69%	65%
Health and wellbeing services	54%	54%	54%	57%	40%	58%	56%	56%	53%
Community service facility (singular operator)	37%	36%	32%	43%	40%	47%	22%	38%	36%
Other	16%	16%	23%	19%	27%	13%	11%	14%	17%
Base	983	899	84	268	30	64	9*	277	706

*Caution: low base size

Q6. [If 'community' or 'both' on Q5, ask] What type of community uses would you like to see in the existing library building?

A significantly higher/lower percentage (by group) 24

Potential Usage of the Existing Library Building if Retained

	Overall	Sample source			Gender			Age			
		Online	Face-to-face	Hardcopy	Woman	Man	Other/ Undisclosed	Under 35	35 – 49	50 – 69	70 +
Hospitality: Café or restaurant	80%	81%	78%	75%	79%	82%	75%	81%	86%	79%	74%
Art gallery or exhibition space	77%	82%	65%	75%	80%	70%	100%	69%	79%	76%	80%
Retail shops	26%	19%	41%	25%	24%	29%	17%	39%	32%	21%	17%
Office spaces for businesses	24%	19%	36%	50%	20%	32%	25%	45%	22%	22%	18%
Other	16%	19%	8%	25%	18%	12%	33%	5%	12%	18%	27%
Base	444	311	129	4*	271	161	12	62	115	182	82

	Overall	Involvement in the Central Coast Local Government Area						Parent or guardian of children under 18	
		Resident	Owner of a business	Work at a business	Attend school/ university/ TAFE	I am a visitor	None of the above	Yes	No
Hospitality: Café or restaurant	80%	80%	83%	85%	93%	76%	100%	83%	79%
Art gallery or exhibition space	77%	77%	77%	78%	79%	76%	80%	79%	76%
Retail shops	26%	24%	26%	30%	21%	33%	20%	29%	24%
Office spaces for businesses	24%	24%	32%	23%	7%	21%	60%	21%	26%
Other	16%	17%	15%	13%	14%	7%	0%	7%	20%
Base	444	389	47	130	14	42	5*	131	313

*Caution: low base size

Q7. [If selected "Commercial use" or 'both' on Q5, ask], What type of business or services would you like to see in the existing library building?

A significantly higher/lower percentage (by group) 25

Other Thoughts and Suggestions Regard the Future of the Site



Other suggestions regarding the future of the site still revolve around whether to retain or demolish the current library, and how to utilise the site depending on that decision. 14% of respondents suggested using it as a community centre, while 10% recommended incorporating more green space, park areas, and outdoor seating with shade.

Other thoughts and suggestions	N=905	Other thoughts and suggestions	N=905
It should be kept according to NSW Architect/National Trust/community consultation	15%	Health services/community wellbeing	2%
Community centre/community use in general	14%	Heritage/history/museum	1%
Waste of money to demolish/do not demolish	12%	Children's services/childcare/play space	1%
There should be more green space/park area/outdoor seats with shade	10%	Seniors' centre/services	1%
Repurpose/refurbish building	9%	Nightlife/evening entertainment	1%
It should be used for art gallery/arts and crafts/cultural activities	7%	Demolish a different building instead	1%
Community services/outreach/support/homelessness support	5%	Tourist information/visitors' centre	1%
Youth centre/services	5%	Council-use building	1%
Events and exhibitions	4%	Tourist attraction	1%
Cafe/restaurant	4%	Venue hire space	1%
Revitalise Gosford/bring people to the area	4%	Waterpark/splash park	1%
Carpark	3%	Add art/murals to the building	1%
Performing arts/theatre/singing	3%	Indigenous services/centre	<1%
Toilets need upgrade	3%	Need more information/further consultation	<1%
It should be utilised for its central location	3%	Turn into sporting area	<1%
Commercial use	2%	Locally made retail	<1%
Support growing population	2%	Profit-making ventures to cover costs	<1%
Waste of money to keep/demolish it	2%	Use as sheltered area within park	<1%
Education	2%	Other	7%
Kibble Park does not need more space/won't make much difference	2%	Don't know/nothing	17%
Make Kibble Park/the area safer	2%		

Q. Please share any other thoughts or suggestions regard the future of the site:



Chapter Two

Demolition Objection Pro-formas

A total of 245 responses were received by Council through semi-structured pro-formas that opposed the demolition of the current library. These forms included:

- A general pre-printed objection statement (see at right)
- Respondent details (name, email, phone, whether a resident of the Central Coast)
- Opportunity to provide an 'Objection statement' (open-ended response)
- Opportunity to provide 'Suggestions for alternative use' (open-ended response).

micromex
research

MY OBJECTION IN RESPONSE TO GOSFORD LIBRARY BUILDING DEMOLITION SURVEY

I object to the proposed demolition of the Gosford Library building. I urge the Central Coast councillors to oppose the demolition decision and explore alternatives that preserve this important community asset.



Reasons for Objection to Demolition



Reasons for Objection to Demolition	N=232
**It should be repurposed/it is a useful/valuable infrastructure	29%
Unique architecture/historical/National Trust/iconic	26%
Social/cultural/emotional significance - please do not demolish	15%
**Use for community space/community groups/youth groups	12%
General Objections to the Demolition	10%
A waste to demolish such a good building	6%
It is a community/public asset	2%
**Use for community services/outreach/homeless	2%
It is still in good condition	2%
It is central/it has a good location	1%
**Use for arts/cultural activities/exhibitions/museum	1%
Bring people to the area	<1%
Keep the toilets/already has toilets/don't want unisex toilets	<1%
Kibble Park doesn't need more space/wouldn't make much difference if demolished	<1%
Support future population	<1%
Other	1%

****NETT:
Reuse/
Repurpose
42%**

The 245 Pro-forma participants were provided the opportunity to record more detail around their reasons for objecting to the demolition. 232 of the 245 provided a written response, with the main themes coded – see table at left.

Main reasons for objecting to the demolition were similar to the findings from the surveys (see the first chapter), with the most commonly mentioned reasons being that the building is useful or valuable/should be repurposed (nett subtotal of 42% of respondents mentioned one or more of the highlighted reuse codes at left), has unique architecture or historical/ heritage value, and holds social, cultural, or emotional significance.

See example verbatims next slide...

Reasons for Objection to Demolition



Example Verbatims for top 4 mentions

29%



It should be repurposed/ it is a useful/ valuable infrastructure

"Let's invest in the Gosford library as lovely old building, and use it for something special."

"We should not destroy all our old buildings with character and charm, they can be used for other purposes."

"The building doesn't need to be pulled down, it can be resurrected."

"The building needs to be preserved and repurposed."

"The library is a great facility that should stay."

26%



Unique architecture/ historical/ National Trust/ iconic

"Heritage buildings need to be kept."

"It is part of our history and should not be removed."

"The Gosford library building serves a unique purpose to the community and should stay as an infrastructure for the community."

"The Gosford library should be preserved as a heritage building."

"The building has historical history for Gosford and must be used for the community."

15%



Social/ cultural/ emotional significance

"Please don't knock down important heritage listed buildings which give so much to our community."

"Don't tear down our library."

"I don't want the Gosford library demolished."

"A great building that I love and should be used for the community."

"Save the building please."

12%



Use for community space/ community groups/ youth groups

"The building should be used for residents, groups etc. to use for other activities."

"We need more exhibition space and areas for groups to meet."

"Community space is essential for community growth and space."

"Repurpose for a community centre."

"The lovely historic building and should be converted to a community centre."

Suggestions for the Current Building



Suggestions for the Current Building	N=184
NETT: Repurpose	80%
Community event space	41%
Arts and cultural activities	32%
Childcare centre/youth centre	16%
Hospitality: cafe or restaurant	9%
Senior services/facilities	8%
Educational programs or training	4%
Community service facilities	4%
Sports and entertainment	3%
Town hall	2%
Casual seating/tearoom	2%
Health and wellbeing services	1%
Office space for businesses	1%
Retail shops/local market	1%
Services and facilities for residents with disability	1%
Information centre	1%
Function area/centre	1%
Multiple uses	2%
Keep the building for the community to use	16%
Historical buildings need to be preserved	2%
Other	6%

The 245 Pro-forma participants were also encouraged to suggest alternative uses for the current library building. 184 of the 245 provided a written response, with the main themes coded – see table at left

The top three suggestions for repurposing the building were:

- Community event space (41%)
- Arts and cultural activities (32%)
- Childcare/youth centre (16%).

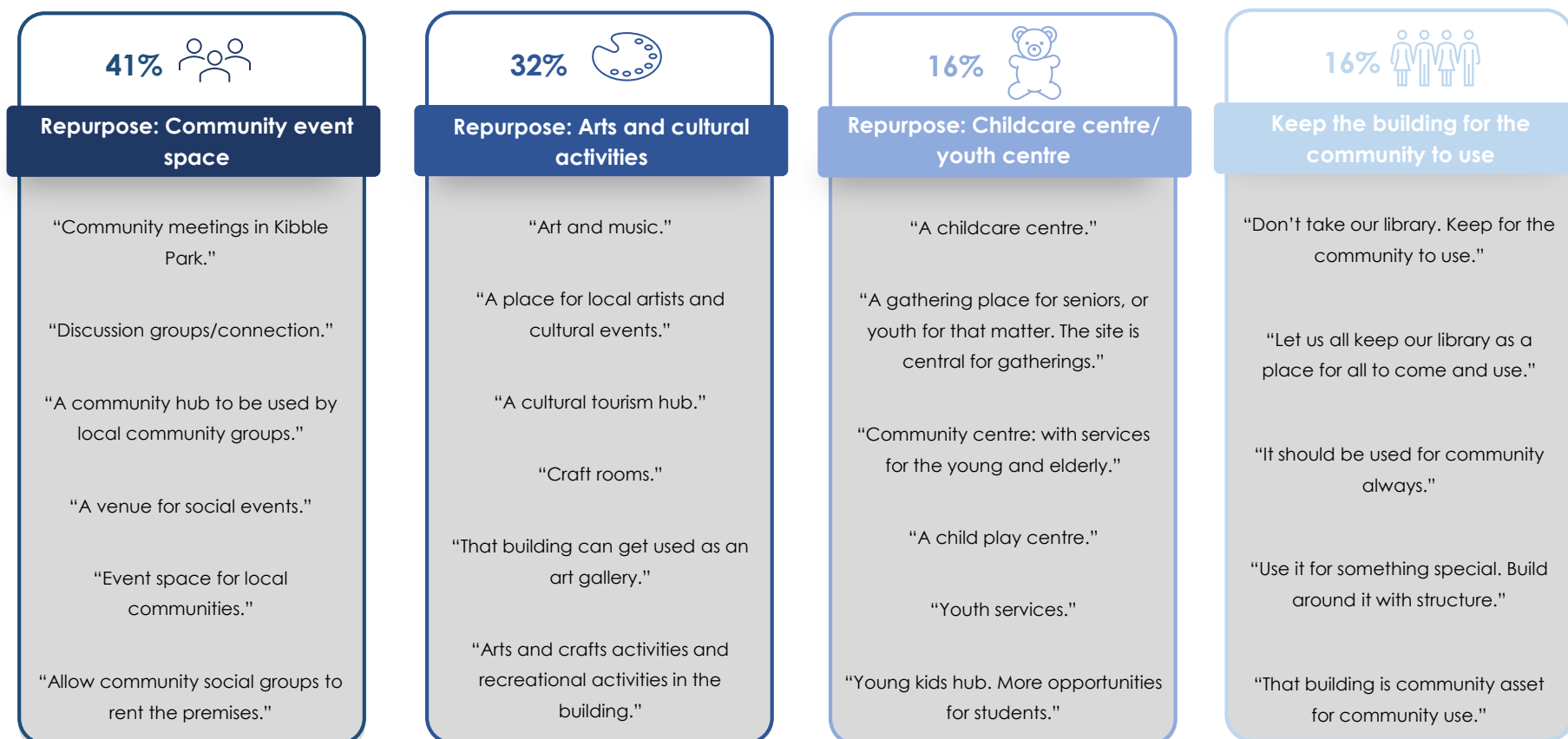
Further, 16% stated more generally that the library building should be kept for the community to use.

A sample of verbatim comments for these four main themes is provided overleaf.

Suggestions for the Current Building



Example Verbatims for top 4 mentions





Chapter Three

Email Submissions

A total of 28 emails were received by Council outlining community opinions and suggestions concerning the existing library building.

This chapter reports on themes that emerge for both demolish and retain options based on these 28 email submissions. Please note that they were unstructured and results are presented in themes.

Opinions on the Existing Library Building



Of all 28 email submissions we received, the majority (26, or 93%) expressed support for retaining the building. The two main reasons for opposing the demolition were the potential for reuse or repurposing as a community asset, and the heritage or architectural significance. In contrast, the two emails supporting demolition stated that it would benefit urban renewal and public space enhancement and argued that the building should be demolished due to its structural issues and obsolete functionality.

26 emails expressed opinions in favour of retaining the building (93%)

Potential for Reuse/Repurpose as a Community Asset

"Please do not destroy the Gosford Library building in Kibble Park. It will have many community uses"

"Please keep the Gosford Library building. It is an old building in need of library extension but perhaps it could be used for other purposes beneficial to the community"

"After the closure of their highly successful 'Parkside' Youth Service Centre, RYSS have been searching for a suitable site to develop a new Youth Centre serving youth on the Central Coast, and they have identified that the current Gosford Library building would be suitable to convert into a youth centre"

Heritage and Architectural Significance

"This structure has stood as a proud landmark in Kibble Park for fifty-five years. It remains an iconic example of its era and is the last of its kind in the area - a heritage that deserves preservation"

"I am writing to express my opposition to the proposed demolition of the former Gosford Library building. This building holds significant cultural and historical value for the Central Coast community, and its destruction would be a mistake."

"I am writing to object to the proposed demolition of Gosford Library. As a Central Coast resident and ratepayer, I value the local heritage and the services this building offers"

See also other comments for retaining the building overleaf.

Only 2 supported demolition of the building (7%)

Urban Renewal and Public Space Enhancement

"The demolition of the old Gosford Library to facilitate the expansion of Kibble Park aligns with the NSW Government's Greener Places strategy and addresses the pressing need for accessible, high-quality open spaces in the face of rapid urban development"

"Its removal will unlock far greater long-term benefit for the broader community by expanding Kibble Park into a vibrant, multifunctional public space"

The Building is Functionally Obsolete or Structurally Problematic

"The building has never been properly maintained. It's overcrowded, ill-suited for purpose long ago, a blight on Kibble Park"

Opinions on the Existing Library Building



Apart from the frequently mentioned reasons listed in the previous slide, some respondents who support retaining the building also mentioned their emotional connection to it (e.g., some older residents even consider it a companion in their retired lives). Additionally, some respondents expressed a desire for the existing toilets to be retained for the park.

26 emails expressed opinions in favour of retaining the building (93%)

Emotional Significance

"I am a rate payer and have been a resident of the Central Coast since 1966. I recall as a school child the excitement and pride at the opening of the then new Gosford Library in a modern state of the art building."

"I have used Gosford Library since 1992 as a Gosford and Narara primary teacher. I borrowed mountains of books for class research over the years as well as visiting the library with my grandchildren. I still use it and value it in my retired life. "

"When we moved to the Central Coast in 1972, it was a car park with an open drain running through it and then we were blessed with the development of the current library."

Keep the Toilets/Toilets are Vital for the Park

"The toilet facility is also vital for many members of the community who struggle with bladder and bowel issues, and limit their time away from home because of the need for a nearby toilet. "

"In addition, the proposed demolition of the current library building would result in the loss of four women's toilets, two men's toilets, and a urinal, to be replaced by only one unisex toilet — clearly inadequate during major events held in the park."

Other Mentions

Keep the old library and connect the new one with it: *"Suggest to put in a walkway bridge over the road to connect both the old library and the new library"*

Council may have overestimated the cost for the refurbishment: *"Council has overstated the costs of the repair and restoration"*

Suggestions for the Current Building If Retained



Among the 26 emails supporting retaining the building, most of them suggested keeping it as a heritage site for its historical and emotional significance. Other suggested usages include community hub/centre, art and cultural centre, youth centre, and mixed or commercial use.



Example Verbatims

"Could be used for other purposes beneficial to the community – language classes, art groups, gardening groups"

"The building could serve as an art gallery, performing arts space, or exhibition venue"

"Reconsider the decision to demolish the library building & supports RYSS's case to transform the library into a new vibrant, supportive Youth Hub that meets the needs of at-risk youth on the Central Coast"

"Include a local history gallery to celebrate the entirety of Central Coast's history"

"Public art space, meeting/workspace, restaurant, tourism centre, digital study hub"



Chapter Four

Petitions

In addition to the online, F2F and hardcopy surveys, the email submissions and objection pro-formas, a petition was also circulated amongst the community. Including both online and paper petitions, a total of 3,824 signatures were received from the community members.

Objection to Demolition



In June 2025, Central Coast Council received a formal submission comprising the Change.org online petition and accompanying paper petitions, expressing objection to the proposed demolition of the Gosford Library building in Kibble Park.

Both the online and paper petitions contained the following statement:

STOP THE DEMOLITION OF THE GOSFORD LIBRARY BUILDING

We, the undersigned, petition Central Coast Council not to demolish the Gosford library building which is situated in Kibble Park and on COMMUNITY CLASSIFIED land for the following reasons:

1. The building is a civic building with historic significance and historical association
2. The building has aesthetic, creative and technical achievement
3. The building is of architectural importance to the area and is listed by the Australian Institute of Architects on a Register of Significant Buildings in NSW
4. The building is perfect for 'adaptive re-use'
5. There is a shortage of public buildings in the area available for community use
6. After adaptive reuse the building could be used as an income stream
7. The building is an iconic Modernist (or mid-century) style to the Gosford area and has strong heritage value
8. There has been no published costing for the demolition and no cost benefit analysis for the two options

Including both online and paper petitions, a total of **3,824** signatures were received from the community members, including **1,192** paper petitions and **2,632** online petitions.



Appendix 1

Additional Analyses – SURVEY Data Only

Suburb – Residents of the Area

Suburb of residence	N=1,088	Suburb of residence	N=1,088	Suburb of residence	N=1,088
Gosford	8%	Glenning Valley	1%	Matcham	<1%
Wyoming	6%	Gorokan	1%	Mooney Mooney	<1%
East Gosford	5%	Hamlyn Terrace	1%	Mount Elliot	<1%
Narara	5%	Killcare Heights	1%	Mount White	<1%
Umina Beach	4%	Long Jetty	1%	Palm Grove	<1%
Bateau Bay	3%	MacMasters Beach	1%	Palmdale	<1%
Kariong	3%	Niagara Park	1%	Pearl Beach	<1%
Point Clare	3%	North Avoca	1%	Peats Ridge	<1%
Point Frederick	3%	Somersby	1%	Phegans Bay	<1%
Terrigal	3%	Tascott	1%	Picketts Valley	<1%
Woy Woy	3%	Toukley	1%	Point Wolstoncroft	<1%
Copacabana	2%	Woongarah	1%	Pretty Beach	<1%
Green Point	2%	Wyang	1%	Ravensdale	<1%
Killarney Vale	2%	Blue Bay	<1%	Rocky Point	<1%
Kincumber	2%	Budgewoi	<1%	Shelly Beach	<1%
Lisarow	2%	Buff Point	<1%	Spencer	<1%
North Gosford	2%	Central Mangrove	<1%	St Huberts Island	<1%
Ourimbah	2%	Charmhaven	<1%	Summerland Point	<1%
Saratoga	2%	Chittaway Point	<1%	Tacoma South	<1%
Springfield	2%	Colongra	<1%	The Entrance	<1%
Wamberal	2%	Doyalson	<1%	The Entrance North	<1%
West Gosford	2%	Erina Heights	<1%	Toowoona Bay	<1%
Avoca Beach	1%	Fountaindale	<1%	Tuggerah	<1%
Bensville	1%	Gwandalan	<1%	Tuggerawong	<1%
Berkeley Vale	1%	Holgate	<1%	Tumbi Umbi	<1%
Blackwall	1%	Horsfield Bay	<1%	Wadalba	<1%
Blue Haven	1%	Jilliby	<1%	Wagstaffe	<1%
Booker Bay	1%	Killcare	<1%	Warnervale	<1%
Chittaway Bay	1%	Kincumber South	<1%	Watanobbi	<1%
Davistown	1%	Koolewong	<1%	Woy Woy Bay	<1%
Empire Bay	1%	Kulnura	<1%	Wyang Creek	<1%
Erina	1%	Lake Haven	<1%	Wyongah	<1%
Ettalong Beach	1%	Lake Munmorah	<1%	Yattalunga	<1%
Forresters Beach	1%	Mardi	<1%		

D1b. [If resident of Central Coast] In which suburb do you live?

Suburb – Business Owner/Work/Study in the Area

Suburb of business/work	N=330	Suburb of business/work	N=330
Gosford	36%	Pretty Beach	1%
Erina	7%	Saratoga	1%
Terrigal	5%	The Entrance	1%
Tuggerah	5%	Avoca Beach	<1%
East Gosford	4%	Blue Haven	<1%
Woy Woy	4%	Bouddi	<1%
Wyong	4%	Calga	<1%
Somersby	3%	Davistown	<1%
Wyoming	3%	Ettalong Beach	<1%
Kincumber	2%	Fountaindale	<1%
Lisarow	2%	Glenning Valley	<1%
North Gosford	2%	Green Point	<1%
Umina Beach	2%	Horsfield Bay	<1%
West Gosford	2%	Jilliby	<1%
Bateau Bay	1%	Killcare	<1%
Bensville	1%	Koolewong	<1%
Berkeley Vale	1%	Kulnura	<1%
Blackwall	1%	Lake Haven	<1%
Charmhaven	1%	Lake Munmorah	<1%
Copacabana	1%	Long Jetty	<1%
Forresters Beach	1%	Matcham	<1%
Hamlyn Terrace	1%	Ourimbah	<1%
Kariong	1%	Toowoona Bay	<1%
Killarney Vale	1%	Tumby Umbi	<1%
MacMasters Beach	1%	Wamberal	<1%
Mangrove Mountain	1%	Wyongah	<1%
Narara	1%	Yattalunga	<1%
Point Clare	1%	I own a business in more than one suburb	<1%
Point Frederick	1%		

Suburb of study	Count
Gosford	11
Wyoming	8
East Gosford	3
Narara	1
Umina Beach	1
Bateau Bay	1
Kariong	1
Forresters Beach	1

D1c. [If owner of business and/or work in Central Coast] In which suburb do you (own a business) / (work)?

D1d. [If study in Central Coast] In which suburb do you attend school/university/TAFE?

Potential Usage of the Existing Library Building if Retained

Q6. [If 'community' or 'both' on Q5, ask] What type of community uses would you like to see in the existing library building? – Other specified	Count
Youth hub/youth services	37
Historical/museum/heritage space	32
Cafe/restaurant/food court	24
Charity/outreach/homelessness	20
Childcare/children's services/children's indoor play	14
Events/exhibitions/markets	14
Tourist information	11
Commercial use/apartments/retail	7
Recreation/relaxation	6
Indigenous services/culture	5
Performance space/choirs/singing/theatre	5
Seniors centre/elderly space	5
Domestic violence/women's safety/courthouse separation room for testifying survivors	4
Club/bar/night entertainment	4
Venue for hire	4
Environmental/gardening	2
Writers' space/Words on the Waves	2
Other	15
Don't know/nothing	4

Q7. [If selected "Commercial use" or 'both' on Q5, ask] What type of business or services would you like to see in the existing library building? – Other specified	Count
Community meeting space/community support groups	12
Performance space/theatre or cinema/singing	10
Tourist information	10
History/heritage/museum	9
Community service/charities	8
Education	8
Childcare/children's services	6
Youth space/youth activities	6
Health/mental health services	4
Indigenous services	4
Locally made retail	4
Events/exhibitions	3
Seniors' centre	3
Any profit-making venture	2
Other	9

Q6. [If 'community' or 'both' on Q5, ask] What type of community uses would you like to see in the existing library building?

Q7. [If selected 'Commercial use' or 'both' on Q5, ask] What type of business or services would you like to see in the existing library building?



Appendix 2 Questionnaire

Survey Design	<p>Thank you for agreeing to participate in this survey for Central Coast Council, which should only take 5 to 6 minutes to complete.</p> <p>FOR ONLINE VERSION: To begin the survey, click on the 'next' button below. As you move through the survey please do not use your browser buttons – please use the buttons at the bottom of each screen.</p> <p>Demographics</p> <p>First some questions about you...</p> <p>D1a. Which, if any, of the following best describes your involvement in the Central Coast Local Government Area (LGA)? Please select all that apply. (MR)</p> <ul style="list-style-type: none"> <input type="radio"/> Resident of the Central Coast Region <input type="radio"/> Owner of a business in the Central Coast Region <input type="radio"/> Work at a business in the Gold Coast Region <input type="radio"/> Attend school/university/TAFE in the Central Coast region <input type="radio"/> I am a visitor to the Central Coast <input type="radio"/> None of the above <p>D1b. [If resident of Central Coast] In which suburb do you live? (Programmer: Have a drop-down list of CCC suburbs for the programmed Q'aires. Suggest this is an open-ender for the hardcopy version)</p> <p>Suburb dropdown list</p> <p>D1c. [If owner of business and/or work in Central Coast] In which suburb do you (own a business) / (work)? (Programmer: Have a drop-down list of CCC suburbs for the programmed Q'aires. Suggest this is an open-ender for the hardcopy version)</p> <p>Suburb dropdown list</p> <p>D1d. [If study in Central Coast] In which suburb do you attend school/university/TAFE? (Programmer: Have a drop-down list of CCC suburbs for the programmed Q'aires. Suggest this is an open-ender for the hardcopy version)</p> <p>Suburb dropdown list</p>	<p>D2a. Which one of these age groups do you belong to? (SR)</p> <ul style="list-style-type: none"> <input type="radio"/> Under 16 (terminate) <input type="radio"/> 16 – 17 <input type="radio"/> 18 – 24 <input type="radio"/> 25 – 29 <input type="radio"/> 30 – 34 <input type="radio"/> 35 – 39 <input type="radio"/> 40 – 44 <input type="radio"/> 45 – 49 <input type="radio"/> 50 – 54 <input type="radio"/> 55 – 59 <input type="radio"/> 60 – 64 <input type="radio"/> 65 – 69 <input type="radio"/> 70 – 74 <input type="radio"/> 75 – 79 <input type="radio"/> 80 – 84 <input type="radio"/> 85 years and over <p>D2b. What gender do you identify as? (SR)</p> <ul style="list-style-type: none"> <input type="radio"/> Woman <input type="radio"/> Man <input type="radio"/> Non-binary <input type="radio"/> Not applicable <input type="radio"/> Prefer not to say <input type="radio"/> Prefer to self-describe: _____ <p>D3a. [For Micromex F2F Sample Only] Record interview location (SR)</p> <ul style="list-style-type: none"> <input type="radio"/> Kibble Park <input type="radio"/> Elsewhere in Gosford CBD <p>D3b. [For Micromex F2F Sample Only] Record interview date/time (SR)</p> <ul style="list-style-type: none"> <input type="radio"/> Date: <input type="radio"/> Time
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Section 1: Awareness and Context

Now, some questions about the Gosford area and the broader Central Coast region...

Q1. Before today, were you aware that with all the rebuilding happening in Gosford, the population living in the Gosford city area is expected to increase by 67% over the next 21 years or so?

- ☐ Yes
☐ No

Q2. A new Gosford Regional Library is currently being built in the Gosford CBD, across the road from the existing Gosford Library. Before today, were you aware that a new library was being built within the Gosford CBD?

- ☐ Yes
☐ No

Q3. [If Yes on Q3, ask] The new library will have four levels, and in addition to all the expected library facilities, it will also have: a space for kids to explore literacy through interaction and play; Flexible function space, for special occasions and larger audiences; Breakout spaces on every level for private and collaborative learning; A smart work hub for those who want a place to work without the commute and dedicated meeting rooms, recording studios and exhibition space. Before today, were you aware that the new library would have these additional services and facilities?

- ☐ Yes
☐ No

Preamble for Survey

The site of the current Gosford Library at Kibble Park in the Gosford CBD has been a valued part of the community for many years, however with the construction of the new Gosford Regional Library, the future of the current library building is now being reconsidered. The building requires significant upgrades to remain functional, and changing community needs mean it may be time to explore new possibilities.

As part of this process, two options are being considered (randomise order of options, try to avoid referring to them as Options 1 and 2):

1. Demolishing the building to create critical open space for public use and improve safety in Kibble Park.
2. Repurposing the building for community and/or commercial use providing an opportunity for a hireable facility within the Gosford CBD.

Option 1: Demolishing the Building

With significant residential and commercial development occurring in the area, the need for accessible open space has become increasingly important to our local community. Removing the existing structure would provide the opportunity to create public open space that meets the recreational and social needs of a growing population. Potential uses for this space could include a green parkland, walking paths or outdoor community facilities designed to enhance liveability and provide much needed gathering spaces. This approach ensures that as the community grows, residents have access to well-designed outdoor areas that support a healthy and connected community and improve safety and security in the heart of the Gosford CBD. The estimated cost to demolish is approximately \$485,000

Option 2: Repurposing the Building

Community feedback has highlighted the historical significance of the current library building and its value as a space for local activities. This option would adapt the building for alternative uses that align with community needs. Potential uses could include co-working spaces, commercial opportunities for local business, arts and cultural facilities or multi-purpose community hubs. Retaining and modernising the building would allow it to continue serving as a focal point while adapting it to better meet community needs. It is estimated that remediation and compliance works required to restore the building, along with specialist advice, would cost approximately \$4.2 million.

Each option comes with benefits and challenges, including financial costs, environmental impacts, heritage considerations and long-term community needs.

Survey Questions**Section 3: Opinions on the Existing Library Building**

Q4. What do you think should happen with the existing library building (located across the road from the new library), once the new Library is open?

- ☐ Council should retain and repurpose the building
- ☐ Council should demolish the building and redevelop the site to increase open space and public amenity within the CBD

Why do you say that?.....
(If respondent selects "I do not think it is needed, respondent may exit survey here or continue to provide further feedback)

Q5. If the building were to be retained, how do you think it should be used?

- ☐ Community use
- ☐ Commercial use
- ☐ A mix of both community and commercial use

Q6. [If 'community' or 'both' on Q5, ask] What type of community uses would you like to see in the existing library building? (Select all that apply, randomise)

- ☐ Community event space
- ☐ Community service facility (singular operator)
- ☐ Arts and cultural activities
- ☐ Educational programs or training
- ☐ Health and wellbeing services
- ☐ Other (please specify):

Q7. [If selected "Commercial use" or 'both' on Q5, ask] What type of business or services would you like to see in the existing library building? (Select all that apply, randomise)

- ☐ Art gallery or exhibition space
- ☐ Hospitality: Café or restaurant
- ☐ Retail shops
- ☐ Office spaces for businesses
- ☐ Other (please specify):

Additional Comments

Please share any other thoughts or suggestions regard the future of the site:

Some final questions about you...

D4a. How often, if at all, do you visit the current Gosford Library at Kibble Park? (SR)

- ☐ At least once a week
- ☐ Once every two to three weeks
- ☐ Once a month
- ☐ Once every two to three months
- ☐ Less often
- ☐ Never

D4b. And how often, if at all, do you visit or walk through Kibble Park when you are not going to the library? (SR)

- ☐ At least once a week
- ☐ Once every two to three weeks
- ☐ Once a month
- ☐ Once every two to three months
- ☐ Less often
- ☐ Never

D4c. Are you the parent or guardian of any children under the age of 18 years? (SR)

- ☐ Yes
- ☐ No

[For Micromex F2F Survey] Thank you for your time and assistance. This market research is carried out in compliance with the Privacy Act, and the information you provided will be used only for research purposes. The research has been conducted by Micromex Research (hannah@micromex.com.au) on behalf of Central Coast Council.

The information contained herein is believed to be reliable and accurate, however, no guarantee is given as to its accuracy and reliability, and no responsibility or liability for any information, opinions or commentary contained herein, or for any consequences of its use, will be accepted by Micromex Research, or by any person involved in the preparation of this report.

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The Hon Tara Moriarty MLC

Minister for Agriculture
Minister for Regional New South Wales
Minister for Western New South Wales



MF25/1746

Your ref: D16982522

Councillor Laurie McKinna
Mayor of the Central Coast Council
PO Box 20
WYONG NSW 2259

phil.cantillon@centralcoast.nsw.gov.au
officeofthemayor@centralcoast.nsw.gov.au

Re: Shark Management Program

Dear Councillor McKinna,

Thank you for your letter regarding the NSW Government's proposed trial involving the removal of shark nets. I appreciate your timely response.

The NSW Government remains committed to protecting the safety of beach users by reducing interactions with target shark species, while minimising harm to sharks and non-target species.

The proposed trial relates to the discontinuation of nets only at a beach selected by the Council, and will run for the 2025/26 shark meshing season. As part of the NSW Government's \$21.4 million per annum Shark Management Program, administered by the Department, the trial will not incur any direct costs to Council. Nonetheless, the NSW Government always welcomes opportunities to co-fund such initiatives and acknowledges the value of such partnerships in enhancing community safety measures.

This proposed trial responds to Council's feedback on behalf of their community to the 2024 Preferences Survey. The measure of success will be Council's feedback to the NSW Government on the levels of community support in their LGA for the continuation of the trial.

The Government will be in a position to provide further details about the potential trial once responses have been received from all three councils involved. We value your input and look forward to continuing this collaborative approach.

I acknowledge the timeframe outlined in your correspondence and in the interest of supporting a considered submission, I am pleased to grant the requested extension.

I look forward to receiving Central Coast Council's response by 27 August 2025 and appreciate your continued engagement on this important matter.

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I trust this is of assistance, however, I have asked Dr Heath Folpp, Director Marine Estate Management, to be available to answer any further questions you may have. Dr Folpp can be contacted on (02) 6691 9673 or by email at nsw.sharkprogram@dpi.nsw.gov.au.

Yours sincerely,



Tara Moriarty MLC
Minister for Agriculture
Minister for Regional New South Wales
Minister for Western New South Wales

14/8 /2025

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Central Coast Council Code of Conduct

Date Adopted: TBA

Revision: 6

Policy No.: CCC002



DRAFT

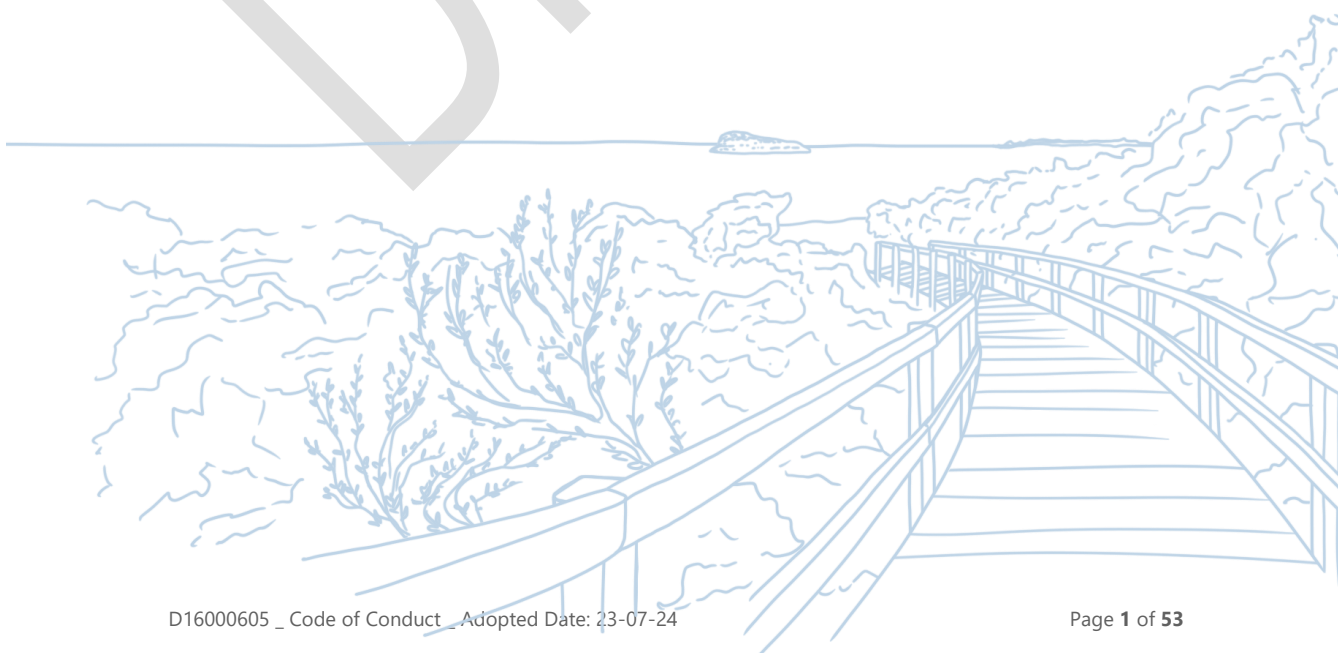


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1. Introduction

- 1.1. This Model Code of Conduct for Local Councils in NSW (**the Model Code of Conduct**) is made under section 440 of the *Local Government Act 1993 (LGA)* and the *Local Government (General) Regulation 2021 (the Regulation)*.
- 1.2. This Code of Conduct sets the minimum standards of conduct for council officials. It is prescribed by regulation to assist council officials to:
 - understand and comply with the standards of conduct that are expected of them
 - enable them to fulfil their statutory duty to act honestly and exercise a reasonable degree of care and diligence (section 439)
 - act in a way that enhances public confidence in local government.
- 1.3. Section 440 of the LGA requires every council (including county councils) and joint organisation to adopt a code of conduct that incorporates the provisions of the Model Code of Conduct. A council's or joint organisation's adopted code of conduct may also include provisions that supplement the Model Code of Conduct and that extend its application to persons that are not "council officials" for the purposes of the Model Code of Conduct (e.g. volunteers, contractors and members of wholly advisory committees).
- 1.4. A council's or joint organisation's adopted code of conduct has no effect to the extent that it is inconsistent with the Model Code of Conduct. However, a council's or joint organisation's adopted code of conduct may prescribe requirements that are more onerous than those prescribed in the Model Code of Conduct.
- 1.5. Councillors, administrators, members of staff of councils, delegates of councils, (including members of council committees that are delegates of a council) and any other person a council's adopted code of conduct applies to, must comply with the applicable provisions of their council's code of conduct. It is the personal responsibility of council officials to comply with the standards in the code and to regularly review their personal circumstances and conduct with this in mind.
- 1.6. Failure by a councillor to comply with the standards of conduct prescribed under this code constitutes misconduct for the purposes of the LGA. The LGA provides for a range of penalties that may be imposed on councillors for misconduct, including suspension or disqualification from civic office. A councillor who has been suspended on three or more occasions for misconduct is automatically disqualified from holding civic office for five years.
- 1.7. Failure by a member of staff to comply with a council's code of conduct may give rise to disciplinary action.
- 1.8. The Code of Conduct should be read in conjunction with all other Council policies.

2. Definitions

2.1. In this code the following terms have the following meanings:

administrator	an administrator of a council appointed under the LGA other than an administrator appointed under section 66
chief executive officer	includes the executive officer of a joint organisation
child	any person under 18 years of age
committee	see the definition of "council committee"
complaint	a code of conduct complaint made for the purposes of clauses 4.1 and 4.2 of the Procedures.
conduct	includes acts and omissions
council	includes county councils and joint organisations
council committee	a committee established by a council comprising of councillors, staff or other persons that the council has delegated functions to and the council's audit, risk and improvement committee
council committee member	a person other than a councillor or member of staff of a council who is a member of a council committee other than a wholly advisory committee, and a person other than a councillor who is a member of the council's audit, risk and improvement committee
council official	includes councillors, members of staff of a council, administrators, council committee members, delegates of council, contractors, community members of wholly advisory committees, volunteers and, for the purposes of clause 4.16, council advisers
councillor	any person elected or appointed to civic office, including the mayor and deputy mayor and includes members and chairpersons of county councils and voting representatives of the boards of joint organisations and chairpersons of joint organisations
delegate of council	a person (other than a councillor or member of staff of a council) or body, and the individual members of that body, to whom a function of the council is delegated
designated person	a person referred to in clause 4.8
election campaign	includes council, state, and federal election campaigns
environmental planning instrument	has the same meaning as it has in the <i>Environmental Planning and Assessment Act 1979</i>

joint organisation	a joint organisation established under section 400O of the LGA
LGA	<i>Local Government Act 1993</i>
local planning panel	a local planning panel constituted under the <i>Environmental Planning and Assessment Act 1979</i>
mayor	includes the chairperson of a county council or a joint organisation
members of staff of a council	includes members of staff of county councils and joint organisations
the Office	Office of Local Government
personal information	information or an opinion (including information or an opinion forming part of a database and whether or not recorded in a material form) about an individual whose identity is apparent or can reasonably be ascertained from the information or opinion
the Procedures	the <i>Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW</i> prescribed under the Regulation
reportable conduct	<p>The <i>Children's Guardian Act 2019</i> defines reportable conduct as:</p> <ul style="list-style-type: none"> • A sexual offence committed against, with, or in the presence of a child • Sexual misconduct with, towards, or in the presence of a child • Ill-treatment of a child • Neglect of a child • An assault against a child • Behaviour that causes significant emotional or psychological harm to a child • An offence under section 43B or 316A of the <i>Crimes Act 1900</i>.
the Regulation	the <i>Local Government (General) Regulation 2021</i>
token value	a gift or benefit valued at \$50 or less
voting	a voting representative of the board of a joint organisation
wholly advisory	a council committee that the council has not delegated any functions to

3. General Conduct Obligations

General conduct

- 3.1.** You must not conduct yourself in a manner that:
- a) is likely to bring the council or other council officials into disrepute
 - b) is contrary to statutory requirements or the council's administrative requirements or policies
 - c) is improper or unethical
 - d) is an abuse of power - abuse of power in the form of 'malfeasance in office' or 'official misconduct' is the commission of an unlawful act, done in an official capacity, which affects the performance of official duties
 - e) causes, comprises or involves intimidation or verbal abuse - intimidation is to frighten or threaten someone, usually in order to persuade the person to do something he or she does not wish to do
 - f) involves the misuse of your position to obtain a private benefit
 - g) constitutes harassment or bullying behaviour under this code or, is unlawfully discriminatory.
- 3.2.** You must act lawfully and honestly and, exercise a reasonable degree of care and diligence in carrying out your functions under the LGA or any other Act (section 439).

Fairness and equity

- 3.3.** You must consider issues consistently, promptly, and fairly. You must deal with matters in accordance with established procedures, in a non-discriminatory manner.
- 3.4.** You must take all relevant facts known to you, or that you should be reasonably aware of, into consideration and have regard to the particular merits of each case. You must not take irrelevant matters or circumstances into consideration when making decisions.
- 3.5.** An act or omission in good faith, whether or not it involves error, will not constitute a breach of clauses 3.3 or 3.4.

Harassment and discrimination

- 3.6.** You must not harass or unlawfully discriminate against others or support others who harass or unlawfully discriminate against others, on the grounds of age, disability, race (including colour, national or ethnic origin or immigrant status), sex, pregnancy, marital or relationship status, family responsibilities or breastfeeding, sexual orientation, gender identity or intersex status or political, religious or other affiliation.

3.7. For the purposes of this code, "harassment" is any form of behaviour towards a person that:

- a) is not wanted by the person
- b) offends, humiliates or intimidates the person
- c) creates a hostile environment, and
- d) causes a person mental or emotional suffering, which includes repeated unwanted contacts without a reasonable purpose, insults, threats, touching or offensive language.

Bullying

3.8. You must not engage in bullying behaviour towards others.

3.9. For the purposes of this code, "bullying behaviour" is any behaviour in which:

- a) a person or a group of people repeatedly behaves unreasonably towards another person or a group of persons, and
- b) the behaviour creates a risk to health and safety, which includes but is not limited to:
 - i) physically threatening behaviour such as shaking a fist at someone, finger pointing, destroying property, throwing objects;
 - ii) verbal or written threats to inflict physical harm;
 - iii) stalking someone;
 - iv) physically aggressive behaviours including hitting, shoving, standing excessively close to someone in an aggressive manner, pushing, kicking, physically restraining someone or any other form of physical or sexual assault.

3.10. Bullying behaviour may involve, but is not limited to, any of the following types of behaviour:

- a) aggressive, threatening or intimidating conduct
- b) belittling or humiliating comments
- c) spreading malicious rumours
- d) teasing, practical jokes or 'initiation ceremonies'
- e) exclusion from work-related events
- f) unreasonable work expectations, including too much or too little work, or work below or beyond a worker's skill level
- g) displaying offensive material
- h) pressure to behave in an inappropriate manner
- i) abusive behaviour which is any behaviour or action designed to control, intimidate, threaten or injure another person.

- 3.11.** Reasonable management action carried out in a reasonable manner does not constitute bullying behaviour for the purposes of this code. Examples of reasonable management action may include, but are not limited to:
- a) performance management processes
 - b) disciplinary action for misconduct
 - c) informing a worker about unsatisfactory work performance or inappropriate work behaviour
 - d) directing a worker to perform duties in keeping with their job
 - e) maintaining reasonable workplace goals and standards
 - f) legitimately exercising a regulatory function
 - g) legitimately implementing a council policy or administrative processes.

Work health and safety

- 3.12.** All council officials, including councillors, owe statutory duties under the *Work Health and Safety Act 2011 (WHS Act)*. You must comply with your duties under the WHS Act and your responsibilities under any policies or procedures adopted by the council to ensure workplace health and safety. Specifically, you must:
- a) take reasonable care for your own health and safety
 - b) take reasonable care that your acts or omissions do not adversely affect the health and safety of other persons
 - c) comply, so far as you are reasonably able, with any reasonable instruction that is given to ensure compliance with the WHS Act and any policies or procedures adopted by the council to ensure workplace health and safety
 - d) cooperate with any reasonable policy or procedure of the council relating to workplace health or safety that has been notified to council staff
 - e) report accidents, incidents, near misses, to the chief executive officer or such other staff member nominated by the chief executive officer, and take part in any incident investigations
 - f) so far as is reasonably practicable, consult, co-operate and coordinate with all others who have a duty under the WHS Act in relation to the same matter.

Alcohol and other drugs

- 3.13.** Central Coast Council fosters a culture where it is not acceptable to come to work under the influence of alcohol and/or any other drug that will prevent workers from performing duties in a safe manner. All workers must present for work physically and mentally capable of safely performing their duties.
- 3.14.** You must not consume, carry, purchase, or be under the influence of alcohol or illicit drugs during working hours.

- 3.15.** You are under a duty, when acting as a Council Official, to declare any consumption of drugs, alcohol or medications which may impair your ability.

Child safety behavioural expectations

- 3.15a** You must not conduct yourself in a manner which is deemed reportable conduct in accordance with The Office of the Children's Guardian's Reportable Conduct Scheme. Such conduct includes:
- A sexual offence committed against, with, or in the presence of a child
 - Sexual misconduct with, towards, or in the presence of a child
 - Ill-treatment of a child
 - Neglect of a child
 - An assault against a child
 - Behaviour that causes significant emotional or psychological harm to a child
 - An offence under section 43B or 316A of the *Crimes Act 1900*

Land use planning, development assessment and other regulatory functions

- 3.16.** You must ensure that land use planning development assessment and other regulatory decisions are properly made, and that all parties are dealt with fairly. You must avoid any occasion for suspicion of improper conduct in the exercise of land use planning, development assessment and other regulatory functions.
- 3.17.** In exercising land use planning, development assessment and other regulatory functions, you must ensure that no action, statement or communication between yourself and others conveys any suggestion of willingness to improperly provide concessions or preferential or unduly unfavourable treatment.

Binding caucus votes

- 3.18.** You must not participate in binding caucus votes in relation to matters to be considered at a council or committee meeting.
- 3.19.** For the purposes of clause 3.18, a binding caucus vote is a process whereby a group of councillors are compelled by a threat of disciplinary or other adverse action to comply with a predetermined position on a matter before the council or committee, irrespective of the personal views of individual members of the group on the merits of the matter before the council or committee.
- 3.20.** Clause 3.18 does not prohibit councillors from discussing a matter before the council or committee prior to considering the matter in question at a council or committee meeting, or from voluntarily holding a shared view with other councillors on the merits of a matter.
- 3.21.** Clause 3.18 does not apply to a decision to elect the mayor or deputy mayor, or to nominate a person to be a member of a council committee or a representative of the council on an external body.

Obligations in relation to meetings

- 3.22.** You must comply with rulings by the chair at council and committee meetings or other proceedings of the council unless a motion dissenting from the ruling is passed.
- 3.23.** You must not engage in bullying behaviour (as defined under this Part) towards the chair, other council officials or any members of the public present during council or committee meetings or other proceedings of the council (such as, but not limited to, workshops and briefing sessions).
- 3.24.** You must not engage in conduct that disrupts council or committee meetings or other proceedings of the council (such as, but not limited to, workshops and briefing sessions), or that would otherwise be inconsistent with the orderly conduct of meetings.
- 3.25.** If you are a councillor, you must not engage in any acts of disorder or other conduct that is intended to prevent the proper or effective functioning of the council, or of a committee of the council. Without limiting this clause, you must not:
- a) leave a meeting of the council or a committee for the purposes of depriving the meeting of a quorum, or
 - b) submit a rescission motion with respect to a decision for the purposes of voting against it to prevent another councillor from submitting a rescission motion with respect to the same decision, or
 - c) deliberately seek to impede the consideration of business at a meeting.

Public comment

- 3.26.** The mayor or chief executive officer will generally be the spokesperson on council business or matters before council. Only council officials with specific delegations are authorised to make public comment about council business or on matters before council on behalf of council. All comments are to be made in accordance with council's associated policies and procedures.
- 3.27.** On social media, such as council's Twitter, Instagram and Facebook accounts, Council spokespeople will be delegated by the chief executive officer.
- 3.28.** If a council official makes a comment on council business using their personal social media accounts, they are under a duty to ensure it is clear that it is a personal opinion, that it is not the official position of council and that the comment is not derogative, malicious, vindictive, defamatory or in any way a breach of the State of NSW or Commonwealth of Australian Anti-Discrimination Laws.
- 3.29.** If a council official chooses to identify themselves as a council official on their personal social media, either directly or indirectly (such as in their user profile), then they will not be deemed to be acting in their private capacity.
- 3.30.** Council officials must not defame other persons, including other council officials. This includes during any meeting of council, meeting of any committee

of council, any public meeting conducted by or for council, or in any publication made by or for council.

4. Pecuniary Interest

What is a pecuniary interest?

- 4.1. A pecuniary interest is an interest that you have in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to you or a person referred to in clause 4.3.
- 4.2. You will not have a pecuniary interest in a matter if the interest is so remote or insignificant that it could not reasonably be regarded as likely to influence any decision you might make in relation to the matter, or if the interest is of a kind specified in clause 4.6.
- 4.3. For the purposes of this Part, you will have a pecuniary interest in a matter if the pecuniary interest is:
 - a) your interest, or
 - b) the interest of your spouse or de facto partner, your relative, or your partner or employer, or
 - c) a company or other body of which you, or your nominee, partner or employer, is a shareholder or member.
- 4.4. For the purposes of clause 4.3:
 - a) Your "relative" is any of the following:
 - i) your parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child
 - ii) your spouse's or de facto partner's parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child
 - iii) the spouse or de facto partner of a person referred to in paragraphs (i) and (ii).
 - b) "de facto partner" has the same meaning as defined in section 21C of the *Interpretation Act 1987*.
- 4.5. You will not have a pecuniary interest in relation to a person referred to in subclauses 4.3(b) or (c):
 - a) if you are unaware of the relevant pecuniary interest of your spouse, de facto partner, relative, partner, employer or company or other body, or
 - b) just because the person is a member of, or is employed by, a council or a statutory body, or is employed by the Crown, or
 - c) just because the person is a member of, or a delegate of a council to,

a company or other body that has a pecuniary interest in the matter, so long as the person has no beneficial interest in any shares of the company or body.

What interests do not have to be disclosed?

4.6. You do not have to disclose the following interests for the purposes of this Part:

- a) your interest as an elector
- b) your interest as a ratepayer or person liable to pay a charge
- c) an interest you have in any matter relating to the terms on which the provision of a service or the supply of goods or commodities is offered to the public generally, or to a section of the public that includes persons who are not subject to this code
- d) an interest you have in any matter relating to the terms on which the provision of a service or the supply of goods or commodities is offered to your relative by the council in the same manner and subject to the same conditions as apply to persons who are not subject to this code
- e) an interest you have as a member of a club or other organisation or association, unless the interest is as the holder of an office in the club or organisation (whether remunerated or not)
- f) if you are a council committee member, an interest you have as a person chosen to represent the community, or as a member of a non-profit organisation or other community or special interest group, if you have been appointed to represent the organisation or group on the council committee
- g) an interest you have relating to a contract, proposed contract or other matter, if the interest arises only because of a beneficial interest in shares in a company that does not exceed 10 per cent of the voting rights in the company
- h) an interest you have arising from the proposed making by the council of an agreement between the council and a corporation, association or partnership, being a corporation, association or partnership that has more than 25 members, if the interest arises because your relative is a shareholder (but not a director) of the corporation, or is a member (but not a member of the committee) of the association, or is a partner of the partnership
- i) an interest you have arising from the making by the council of a contract or agreement with your relative for, or in relation to, any of the following, but only if the proposed contract or agreement is similar in terms and conditions to such contracts and agreements as have been made, or as are proposed to be made, by the council in respect of similar matters with other residents of the area:
 - i) the performance by the council at the expense of your relative of

any work or service in connection with roads or sanitation

- ii) security for damage to footpaths or roads
 - iii) any other service to be rendered, or act to be done, by the council by or under any Act conferring functions on the council, or by or under any contract
- j) an interest relating to the payment of fees to councillors (including the mayor and deputy mayor)
- k) an interest relating to the payment of expenses and the provision of facilities to councillors (including the mayor and deputy mayor) in accordance with a policy under section 252 of the LGA
- l) an interest relating to an election to the office of mayor arising from the fact that a fee for the following 12 months has been determined for the office of mayor
- m) an interest of a person arising from the passing for payment of a regular account for the wages or salary of an employee who is a relative of the person
- n) an interest arising from being covered by, or a proposal to be covered by, indemnity insurance as a councillor or a council committee member
- o) an interest arising from the appointment of a councillor to a body as a representative or delegate of the council, whether or not a fee or other recompense is payable to the representative or delegate.
- 4.7.** For the purposes of clause 4.6, "relative" has the same meaning as in clause 4.4 but includes your spouse or de facto partner.

What disclosures must be made by a designated person?

- 4.8.** Designated persons include:
- a) the chief executive officer
 - b) other senior staff of the council for the purposes of section 332 of the LGA
 - c) a person (other than a member of the senior staff of the council) who is a member of staff of the council or a delegate of the council and who holds a position identified by the council as the position of a designated person because it involves the exercise of functions (such as regulatory functions or contractual functions) that, in their exercise, could give rise to a conflict between the person's duty as a member of staff or delegate and the person's private interest
 - d) a person (other than a member of the senior staff of the council) who is a member of a committee of the council identified by the council as a committee whose members are designated persons because the functions of the committee involve the exercise of the council's functions (such as regulatory functions or contractual functions) that,

in their exercise, could give rise to a conflict between the member's duty as a member of the committee and the member's private interest.

- 4.9.** A designated person:
- a) must prepare and submit written returns of interests in accordance with clauses 4.21, and
 - b) must disclose pecuniary interests in accordance with clause 4.10.
- 4.10.** A designated person must disclose in writing to the chief executive officer (or if the person is the chief executive officer, to the council) the nature of any pecuniary interest the person has in any council matter with which the person is dealing as soon as practicable after becoming aware of the interest.
- 4.11.** Clause 4.10 does not require a designated person who is a member of staff of the council to disclose a pecuniary interest if the interest relates only to the person's salary as a member of staff, or to their other conditions of employment.
- 4.12.** The chief executive officer must, on receiving a disclosure from a designated person, deal with the matter to which the disclosure relates or refer it to another person to deal with.
- 4.13.** A disclosure by the chief executive officer must, as soon as practicable after the disclosure is made, be laid on the table at a meeting of the council and the council must deal with the matter to which the disclosure relates or refer it to another person to deal with.

What disclosures must be made by council staff other than designated persons?

- 4.14.** A member of staff of council, other than a designated person, must disclose in writing to their manager or the chief executive officer the nature of any pecuniary interest they have in a matter they are dealing with as soon as practicable after becoming aware of the interest.
- 4.15.** The staff member's manager or the chief executive officer must, on receiving a disclosure under clause 4.14, deal with the matter to which the disclosure relates or refer it to another person to deal with.

What disclosures must be made by council advisers?

- 4.16.** A person who, at the request or with the consent of the council or a council committee, gives advice on any matter at any meeting of the council or committee, must disclose the nature of any pecuniary interest the person has in the matter to the meeting at the time the advice is given. The person is not required to disclose the person's interest as an adviser.
- 4.17.** A person does not breach clause 4.16 if the person did not know, and could not reasonably be expected to have known, that the matter under consideration at the meeting was a matter in which they had a pecuniary interest.

What disclosures must be made by a council committee member?

- 4.18.** A council committee member must disclose pecuniary interests in accordance with clause 4.28 and comply with clause 4.29.

- 4.19.** For the purposes of clause 4.18, a "council committee member" includes a member of staff of council who is a member of the committee.

What disclosures must be made by a councillor?

- 4.20.** A councillor:
- a) must prepare and submit written returns of interests in accordance with clause 4.21, and
 - b) must disclose pecuniary interests in accordance with clause 4.28 and comply with clause 4.29 where it is applicable.

Disclosure of interests in written returns

- 4.21.** A councillor or designated person must make and lodge with the chief executive officer a return in the form set out in Schedule 2 to this code, disclosing the councillor's or designated person's interests as specified in schedule 1 to this code within 3 months after:
- a) becoming a councillor or designated person, and
 - b) 30 June of each year, and
 - c) the councillor or designated person becoming aware of an interest they are required to disclose under Schedule 1 that has not been previously disclosed in a return lodged under paragraphs a) or b).
- 4.22.** A person need not make and lodge a return under clause 4.21, paragraphs a) and b) if:
- a) they made and lodged a return under that clause in the preceding 3 months, or
 - b) they have ceased to be a councillor or designated person in the preceding 3 months.
- 4.23.** A person must not make and lodge a return that the person knows or ought to reasonably to know is false or misleading in a material particular.
- 4.24.** The chief executive officer must keep a register of returns required to be made and lodged with the chief executive officer.
- 4.25.** Returns required to be lodged with the chief executive officer under clause 4.21a) and b) must be tabled at the first meeting of the council after the last day the return is required to be lodged.
- 4.26.** Returns required to be lodged with the chief executive officer under clause 4.21c) must be tabled at the next council meeting after the return is lodged.
- 4.27.** Information contained in returns made and lodged under clause 4.21 is to be made publicly available in accordance with the requirements of *the Government Information (Public Access) Act 2009*, the *Government Information (Public Access) Regulation 2009* and any guidelines issued by the Information Commissioner.

Disclosure of pecuniary interests at meetings

- 4.28.** A councillor or a council committee member who has a pecuniary interest in any matter with which the council is concerned, and who is present at a meeting of the council or committee at which the matter is being considered, must disclose the nature of the interest to the meeting as soon as practicable.
- 4.29.** The councillor or council committee member must not be present at, or in sight of, the meeting of the council or committee:
- a) at any time during which the matter is being considered or discussed by the council or committee, or
 - b) at any time during which the council or committee is voting on any question in relation to the matter.
- 4.30.** In the case of a meeting of a board of a joint organisation, a voting representative is taken to be present at the meeting for the purposes of clauses 4.28 and 4.29 where they participate in the meeting by telephone or other electronic means.
- 4.31.** A disclosure made at a meeting of a council or council committee must be recorded in the minutes of the meeting.
- 4.32.** A general notice may be given to the chief executive officer in writing by a councillor or a council committee member to the effect that the councillor or council committee member, or the councillor's or council committee member's spouse, de facto partner or relative, is:
- a) a member of, or in the employment of, a specified company or other body, or
 - b) a partner of, or in the employment of, a specified person.
- Such a notice is, unless and until the notice is withdrawn or until the end of the term of the council in which it is given (whichever is the sooner), sufficient disclosure of the councillor's or council committee member's interest in a matter relating to the specified company, body or person that may be the subject of consideration by the council or council committee after the date of the notice.
- 4.33.** A councillor or a council committee member is not prevented from being present at and taking part in a meeting at which a matter is being considered, or from voting on the matter, merely because the councillor or council committee member has an interest in the matter of a kind referred to in clause 4.6.
- 4.34.** A person does not breach clauses 4.28 or 4.29 if the person did not know, and could not reasonably be expected to have known, that the matter under consideration at the meeting was a matter in which they had a pecuniary interest.
- 4.35.** Despite clause 4.29, a councillor who has a pecuniary interest in a matter may participate in a decision to delegate consideration of the matter in question to another body or person.

- 4.36.** Clause 4.29 does not apply to a councillor who has a pecuniary interest in a matter that is being considered at a meeting if:
- a) the matter is a proposal relating to:
 - i) the making of a principal environmental planning instrument applying to the whole or a significant portion of the council's area, or
 - ii) the amendment, alteration or repeal of an environmental planning instrument where the amendment, alteration or repeal applies to the whole or a significant portion of the council's area, and
 - b) the pecuniary interest arises only because of an interest of the councillor in the councillor's principal place of residence or an interest of another person (whose interests are relevant under clause 4.3) in that person's principal place of residence, and
 - c) the councillor made a special disclosure under clause 4.37 in relation to the interest before the commencement of the meeting.
- 4.37.** A special disclosure of a pecuniary interest made for the purposes of clause 4.36c) must:
- a) be in the form set out in schedule 3 of this code and contain the information required by that form, and
 - b) be laid on the table at a meeting of the council as soon as practicable after the disclosure is made, and the information contained in the special disclosure is to be recorded in the minutes of the meeting.
- 4.38.** The Minister for Local Government may, conditionally or unconditionally, allow a councillor or a council committee member who has a pecuniary interest in a matter with which the council is concerned to be present at a meeting of the council or committee, to take part in the consideration or discussion of the matter and to vote on the matter if the Minister is of the opinion:
- a) that the number of councillors prevented from voting would be so great a proportion of the whole as to impede the transaction of business, or
 - b) that it is in the interests of the electors for the area to do so.
- 4.39.** A councillor or a council committee member with a pecuniary interest in a matter who is permitted to be present at a meeting of the council or committee, to take part in the consideration or discussion of the matter and to vote on the matter under clause 4.38, must still disclose the interest they have in the matter in accordance with clause 4.28.

5. Non-Pecuniary Conflict of Interest

What is a non-pecuniary conflict of interest?

- 5.1. Non-pecuniary interests are private or personal interests a council official has that do not amount to a pecuniary interest as defined in clause 4.1 of this code. These commonly arise out of family or personal relationships, or out of involvement in sporting, social, religious or other cultural groups and associations, and may include an interest of a financial nature.
- 5.2. A non-pecuniary conflict of interest exists where a reasonable and informed person would perceive that you could be influenced by a private interest when carrying out your official functions in relation to a matter.
- 5.3. The personal or political views of a council official do not constitute a private interest for the purposes of clause 5.2.
- 5.4. Non-pecuniary conflicts of interest must be identified and appropriately managed to uphold community confidence in the probity of council decision-making. The onus is on you to identify any non-pecuniary conflict of interest you may have in matters that you deal with, to disclose the interest fully and in writing, and to take appropriate action to manage the conflict in accordance with this code.
- 5.5. When considering whether or not you have a non-pecuniary conflict of interest in a matter you are dealing with, it is always important to think about how others would view your situation.

Managing non-pecuniary conflicts of interest

- 5.6. Where you have a non-pecuniary conflict of interest in a matter for the purposes of clause 5.2, you must disclose the relevant private interest you have in relation to the matter fully and in writing as soon as practicable after becoming aware of the non-pecuniary conflict of interest and on each occasion on which the non-pecuniary conflict of interest arises in relation to the matter. In the case of members of council staff other than the chief executive officer, such a disclosure is to be made to the staff member's manager. In the case of the chief executive officer, such a disclosure is to be made to the mayor.
- 5.7. If a disclosure is made at a council or committee meeting, both the disclosure and the nature of the interest must be recorded in the minutes on each occasion on which the non-pecuniary conflict of interest arises. This disclosure constitutes disclosure in writing for the purposes of clause 5.6.
- 5.8. How you manage a non-pecuniary conflict of interest will depend on whether or not it is significant.
- 5.9. As a general rule, a non-pecuniary conflict of interest will be significant where it does not involve a pecuniary interest for the purposes of clause 4.1, but it involves:
 - a) a relationship between a council official and another person who is affected by a decision or a matter under consideration that is particularly close, such as a current or former spouse or de facto partner, a relative for the purposes of clause 4.4 or another person from the council official's extended family that the council official has

a close personal relationship with, or another person living in the same household

- b) other relationships with persons who are affected by a decision or a matter under consideration that are particularly close, such as friendships and business relationships. Closeness is defined by the nature of the friendship or business relationship, the frequency of contact and the duration of the friendship or relationship.
- c) an affiliation between the council official and an organisation (such as a sporting body, club, religious, cultural or charitable organisation, corporation or association) that is affected by a decision or a matter under consideration that is particularly strong. The strength of a council official's affiliation with an organisation is to be determined by the extent to which they actively participate in the management, administration or other activities of the organisation.
- d) membership, as the council's representative, of the board or management committee of an organisation that is affected by a decision or a matter under consideration, in circumstances where the interests of the council and the organisation are potentially in conflict in relation to the particular matter
- e) a financial interest (other than an interest of a type referred to in clause 4.6) that is not a pecuniary interest for the purposes of clause 4.1
- f) the conferral or loss of a personal benefit other than one conferred or lost as a member of the community or a broader class of people affected by a decision.

5.10. Significant non-pecuniary conflicts of interest must be managed in one of two ways:

- a) by not participating in consideration of, or decision making in relation to, the matter in which you have the significant non-pecuniary conflict of interest and the matter being allocated to another person for consideration or determination, or
- b) if the significant non-pecuniary conflict of interest arises in relation to a matter under consideration at a council or committee meeting, by managing the conflict of interest as if you had a pecuniary interest in the matter by complying with clauses 4.28 and 4.29.

5.11. If you determine that you have a non-pecuniary conflict of interest in a matter that is not significant and does not require further action, when disclosing the interest you must also explain in writing why you consider that the non-pecuniary conflict of interest is not significant and does not require further action in the circumstances.

5.12. If you are a member of staff of council other than the chief executive officer, the decision on which option should be taken to manage a non-pecuniary conflict of interest must be made in consultation with and at the direction of your

manager. In the case of the chief executive officer, the decision on which option should be taken to manage a non-pecuniary conflict of interest must be made in consultation with and at the direction of the mayor.

- 5.13. Despite clause 5.10b), a councillor who has a significant non-pecuniary conflict of interest in a matter, may participate in a decision to delegate consideration of the matter in question to another body or person.
- 5.14. Council committee members are not required to declare and manage a non-pecuniary conflict of interest in accordance with the requirements of this Part where it arises from an interest they have as a person chosen to represent the community, or as a member of a non-profit organisation or other community or special interest group, if they have been appointed to represent the organisation or group on the council committee.

Political donations

- 5.15. Councillors should be aware that matters before council or committee meetings involving their political donors may also give rise to a non-pecuniary conflict of interest.
- 5.16. Where you are a councillor and have received or knowingly benefitted from a reportable political donation:
 - a) made by a major political donor in the previous four years, and
 - b) the major political donor has a matter before council,
 you must declare a non-pecuniary conflict of interest in the matter, disclose the nature of the interest, and manage the conflict of interest as if you had a pecuniary interest in the matter by complying with clauses 4.28 and 4.29. A disclosure made under this clause must be recorded in the minutes of the meeting.
- 5.17. For the purposes of this Part:
 - a) a "reportable political donation" has the same meaning as it has in section 6 of the *Electoral Funding Act 2018*
 - b) "major political donor" has the same meaning as it has in the *Electoral Funding Act 2018*
- 5.18. Councillors should note that political donations that are not a "reportable political donation", or political donations to a registered political party or group by which a councillor is endorsed, may still give rise to a non-pecuniary conflict of interest. Councillors should determine whether or not such conflicts are significant for the purposes of clause 5.9 and take the appropriate action to manage them.
- 5.19. Despite clause 5.16, a councillor who has received or knowingly benefitted from a reportable political donation of the kind referred to in that clause, may participate in a decision to delegate consideration of the matter in question to another body or person.

Loss of quorum as a result of compliance with this Part

5.20. A councillor who would otherwise be precluded from participating in the consideration of a matter under this Part because they have a non-pecuniary conflict of interest in the matter is permitted to participate in consideration of the matter if:

- a) the matter is a proposal relating to:
 - i) the making of a principal environmental planning instrument applying to the whole or a significant portion of the council's area, or
 - ii) the amendment, alteration or repeal of an environmental planning instrument where the amendment, alteration or repeal applies to the whole or a significant portion of the council's area, and
- b) the non-pecuniary conflict of interest arises only because of an interest that a person has in that person's principal place of residence, and
- c) the councillor discloses the interest they have in the matter that would otherwise have precluded their participation in consideration of the matter under this Part in accordance with clause 5.6.

5.21. The Minister for Local Government may, conditionally or unconditionally, allow a councillor or a council committee member who is precluded under this Part from participating in the consideration of a matter to be present at a meeting of the council or committee, to take part in the consideration or discussion of the matter and to vote on the matter if the Minister is of the opinion:

- a) that the number of councillors prevented from voting would be so great a proportion of the whole as to impede the transaction of business, or
- b) that it is in the interests of the electors for the area to do so.

5.22. Where the Minister exempts a councillor or committee member from complying with a requirement under this Part under clause 5.21, the councillor or committee member must still disclose any interests they have in the matter the exemption applies to, in accordance with clause 5.6.

Other business or employment

5.23. The chief executive officer must not engage, for remuneration, in private employment, contract work or other business outside the service of the council without the approval of the council.

5.24. A member of staff must not engage, for remuneration, in private employment, contract work or other business outside the service of the council that relates to the business of the council or that might conflict with the staff member's council duties unless they have notified the chief executive officer in writing of the employment, work or business and the chief executive officer has given their written approval for the staff member to engage in the employment, work or business.

- 5.25.** The chief executive officer may at any time prohibit a member of staff from engaging, for remuneration, in private employment, contract work or other business outside the service of the council that relates to the business of the council, or that might conflict with the staff member's council duties.
- 5.26.** A member of staff must not engage, for remuneration, in private employment, contract work or other business outside the service of the council if prohibited from doing so.
- 5.27.** Members of staff must ensure that any outside employment, work or business they engage in will not:
- a) conflict with their official duties
 - b) involve using confidential information or council resources obtained through their work with the council including where private use is permitted
 - c) require them to work while on council duty
 - d) discredit or disadvantage the council
 - e) pose, due to fatigue, a risk to their health or safety, or to the health and safety of their co-workers.

Personal dealings with council

- 5.28.** You may have reason to deal with your council in your personal capacity (for example, as a ratepayer, recipient of a council service or applicant for a development consent granted by council). You must not expect or request preferential treatment in relation to any matter in which you have a private interest because of your position. You must avoid any action that could lead members of the public to believe that you are seeking preferential treatment.
- 5.29.** You must undertake any personal dealings you have with the council in a manner that is consistent with the way other members of the community deal with the council. You must also ensure that you disclose and appropriately manage any conflict of interest you may have in any matter in accordance with the requirements of this code.

Council Officials and future employment

- 5.30.** Councillors and council staff should not use their position to obtain opportunities for future employment.
- 5.31.** You must not allow yourself or your work to be influenced by plans for, or offers of, employment outside council.
- 5.32.** You must be careful in your dealings with former council officials and make sure that you do not give them, or appear to give them, favourable treatment or access to information.
- 5.33.** Former council officials must not use or take advantage of confidential information obtained in the course of their official duties at council that may lead to gain or profit.

- 5.34.** At the end of your involvement with council, all council officials must return all council property, documents or items and not make public, or otherwise use, any confidential information gained as a consequence of your involvement with council.

6. Personal Benefit

- 6.1.** For the purposes of this Part, a gift or a benefit is something offered to or received by a council official or someone personally associated with them for their personal use and enjoyment.
- 6.2.** A reference to a gift or benefit in this Part does not include:
- a) items with a value of \$10 or less
 - b) a political donation for the purposes of the *Electoral Funding Act 2018*
 - c) a gift provided to the council as part of a cultural exchange or sister-city relationship that is not converted for the personal use or enjoyment of any individual council official or someone personally associated with them
 - d) a benefit or facility provided by the council to an employee or councillor
 - e) attendance by a council official at a work-related event or function for the purposes of performing their official duties, or
 - f) free or subsidised meals, beverages or refreshments provided to council officials in conjunction with the performance of their official duties such as, but not limited to:
 - i) the discussion of official business
 - ii) work-related events such as council-sponsored or community events, training, education sessions or workshops
 - iii) conferences
 - iv) council functions or events
 - v) social functions organised by groups, such as council committees and community organisations.

Gifts and benefits

- 6.3.** You must avoid situations that would give rise to the appearance that a person or body is attempting to secure favourable treatment from you or from the council, through the provision of gifts, benefits or hospitality of any kind to you or someone personally associated with you. All gifts and benefits should, if possible, be declined.
- 6.4.** A gift or benefit is deemed to have been accepted by you for the purposes of this Part, where it is received by you, or someone personally associated with you.

- 6.5.** Accepting money or offers of money, or cash-like gifts or benefits, regardless of the amount is strictly prohibited in all circumstances and must be declined and declared.

How are offers of gifts and benefits to be dealt with?

- 6.6.** You must not:
- a) seek or accept a bribe or other improper inducement
 - b) seek gifts or benefits of any kind
 - c) accept any gift or benefit that may create a sense of obligation on your part, or may be perceived to be intended or likely to influence you in carrying out your public duty
 - d) accept any gift or benefit of more than token
 - e) accept an offer of cash or a cash-like gift, regardless of the amount
 - f) participate in competitions for prizes where eligibility is based on the council being in or entering into a customer–supplier relationship with the competition organiser
 - g) personally benefit from reward points programs when purchasing on behalf of the council.
 - h) accept supplier discounts offered for your personal purchase of goods and services that are not available to the general public or a broad class of persons
 - i) accept any gift, benefit, or hospitality, including promotionally branded items, from any supplier, consultant, contractor, or property developer.
- 6.7.** Where you are offered or receive a gift or benefit of any value, you must disclose this promptly to your manager or the chief executive officer in writing. The recipient, manager, or chief executive officer must ensure that, at a minimum, the following details are recorded in the council's gift register:
- a) the nature of the gift or benefit
 - b) the estimated monetary value of the gift or benefit
 - c) the name of the person who provided the gift or benefit
 - d) the date on which the gift or benefit was received, and
 - e) how the gift or benefit was managed. i.e., accepted and surrendered, refused etc.
- 6.8.** Where you receive a gift or benefit that cannot reasonably be refused or returned, the gift or benefit must be surrendered to the council, unless the nature of the gift or benefit makes this impractical.
- 6.9.** Any gift or benefit received because of a purchase incentive scheme will become the property of Council. For example, if purchases from a specific

supplier reach a certain value which results in a gift being rewarded, this gift will become the property of the Council.

Gifts and benefits of token value

6.10. You may accept gifts and benefits of token value, however, gifts and benefits of token value must still be declared. Gifts and benefits of token value are one or more gifts or benefits received from a person or organisation over a 12-month period that, when aggregated, do not exceed a value of \$50. They include, but are not limited to:

- a) invitations to and attendance at local social, cultural or sporting events with a ticket value that does not exceed \$50
- b) gifts of alcohol that do not exceed a value of \$50
- c) ties, scarves, coasters, tie pins, diaries, chocolates or flowers or the like
- d) prizes or awards that do not exceed \$50 in value.

Gifts and benefits of more than token value

6.11. Gifts or benefits that exceed \$50 in value are gifts or benefits of more than token value and must not be accepted.

6.12. Gifts and benefits of more than token value include, but are not limited to:

- a) tickets to major sporting events (such as international matches or matches in national sporting codes) with a ticket value that exceeds \$50
- b) corporate hospitality at a corporate facility at major sporting events
- c) free or discounted products or services for personal use provided on terms that are not available to the general public or a broad class of persons
- d) the use of holiday homes
- e) artworks
- f) free or discounted travel.

6.13. For the purposes of this Part, the value of a gift or benefit is the monetary value of the gift or benefit inclusive of GST.

6.14. Where a gift or benefit of more than token value cannot be reasonably refused or returned, it must be surrendered to Council's Governance Unit.

"Cash-like gifts"

6.15. "Cash-like gifts" include, but are not limited to:

- a) gift vouchers
- b) credit cards
- c) debit cards with credit on them
- d) prepayments such as phone or internet credit
- e) lottery tickets

- f) memberships, or
 - g) entitlements to discounts that are not available to the general public or a broad class of persons.
- 6.14 Accepting money or offers of money or cash-like gifts or benefits in any form is considered an attempt at bribery and is a crime which may be reportable to the Independent Commission Against Corruption (ICAC).

Improper and undue influence

- 6.16.** You must not use your position to influence other council officials in the performance of their official functions to obtain a private benefit for yourself or for somebody else. A councillor will not be in breach of this clause where they seek to influence other council officials through the proper exercise of their role as prescribed under the LGA.
- 6.17.** You must not take advantage (or seek to take advantage) of your status or position with council, or of functions you perform for council, in order to obtain a private benefit for yourself or for any other person or body.

7. Relationships between Council Officials

Obligations of councillors and administrators

- 7.1.** Each council is a body politic. The councillors or administrator/s are the governing body of the council. Under section 223 of the LGA, the role of the governing body of the council includes the development and endorsement of the strategic plans, programs, strategies and policies of the council, including those relating to workforce policy, and to keep the performance of the council under review.
- 7.2.** Councillors or administrators must not:
- a) direct council staff other than by giving appropriate direction to the chief executive officer by way of council or committee resolution, or by the mayor or administrator exercising their functions under section 226 of the LGA
 - b) in any public or private forum, direct or influence, or attempt to direct or influence, any other member of the staff of the council or a delegate of the council in the exercise of the functions of the staff member or delegate
 - c) contact a member of the staff of the council on council-related business unless in accordance with the policy and procedures governing the interaction of councillors and council staff that have been authorised by the council and the chief executive officer
 - d) contact or issue instructions to any of the council's contractors, including the council's legal advisers, unless by the mayor or administrator exercising their functions under section 226 of the LGA.

- 7.3.** Despite clause 7.2, councillors may contact the council's external auditor or the chair of the council's audit risk and improvement committee to provide information reasonably necessary for the external auditor or the audit, risk and improvement committee to effectively perform their functions.

Obligations of staff

- 7.4.** Under section 335 of the LGA, the role of the chief executive officer includes conducting the day-to-day management of the council in accordance with the strategic plans, programs, strategies and policies of the council, implementing without undue delay, lawful decisions of the council and ensuring that the mayor and other councillors are given timely information and advice and the administrative and professional support necessary to effectively discharge their official functions.
- 7.5.** Members of staff of council must:
- a) give their attention to the business of the council while on duty
 - b) ensure that their work is carried out ethically, efficiently, economically and effectively
 - c) carry out reasonable and lawful directions given by any person having authority to give such directions
 - d) give effect to the lawful decisions, policies and procedures of the council, whether or not the staff member agrees with or approves of them
 - e) ensure that any participation in political activities outside the service of the council does not interfere with the performance of their official duties.

Inappropriate interactions

- 7.6.** You must not engage in any of the following inappropriate interactions:
- a) councillors and administrators approaching staff and staff organisations to discuss individual or operational staff matters (other than matters relating to broader workforce policy), grievances, workplace investigations and disciplinary matters
 - b) council staff approaching councillors and administrators to discuss individual or operational staff matters (other than matters relating to broader workforce policy), grievances, workplace investigations and disciplinary matters
 - c) subject to clause 8.6, council staff refusing to give information that is available to other councillors to a particular councillor
 - d) councillors and administrators who have lodged an application with the council, discussing the matter with council staff in staff-only areas of the council
 - e) councillors and administrators approaching members of local planning

panels or discussing any application that is either before the panel or that will come before the panel at some future time, except during a panel meeting where the application forms part of the agenda and the councillor or administrator has a right to be heard by the panel at the meeting

- f) councillors and administrators being overbearing or threatening to council staff
- g) council staff being overbearing or threatening to councillors or administrators
- h) councillors and administrators making personal attacks on council staff or engaging in conduct towards staff that would be contrary to the general conduct provisions in Part 3 of this code in public forums including social media
- i) councillors and administrators directing or pressuring council staff in the performance of their work, or recommendations they should make
- j) council staff providing ad hoc advice to councillors and administrators without recording or documenting the interaction as they would if the advice was provided to a member of the community
- k) council staff meeting with applicants or objectors alone and outside office hours to discuss planning applications or proposals
- l) councillors attending on-site inspection meetings with lawyers and/or consultants engaged by the council associated with current or proposed legal proceedings unless permitted to do so by the council's chief executive officer or, in the case of the mayor or administrator, unless they are exercising their functions under section 226 of the LGA.

8. Access to Information and Council Resources

Councillor and administrator access to information

- 8.1.** The chief executive officer is responsible for ensuring that councillors and administrators can access information necessary for the performance of their official functions. The chief executive officer and public officer are also responsible for ensuring that members of the public can access publicly available council information under the *Government Information (Public Access) Act 2009 (GIPA Act)*.
- 8.2.** The chief executive officer must provide councillors and administrators with the information necessary to effectively discharge their official functions.
- 8.3.** Members of staff of council must provide full and timely information to councillors and administrators sufficient to enable them to exercise their official functions and in accordance with council procedures.

- 8.4.** Members of staff of council who provide any information to a particular councillor in the performance of their official functions must also make it available to any other councillor who requests it and in accordance with council procedures.
- 8.5.** Councillors and administrators who have a private interest only in council information have the same rights of access as any member of the public.
- 8.6.** Despite clause 8.4, councillors and administrators who are precluded from participating in the consideration of a matter under this code because they have a conflict of interest in the matter, are not entitled to request access to council information in relation to the matter unless the information is otherwise available to members of the public, or the council has determined to make the information available under the GIPA Act.

Councillors and administrators to properly examine and consider information

- 8.7.** Councillors and administrators must ensure that they comply with their duty under section 439 of the LGA to act honestly and exercise a reasonable degree of care and diligence by properly examining and considering all the information provided to them relating to matters that they are required to make a decision on.

Refusal of access to information

- 8.8.** Where the chief executive officer or public officer determine to refuse access to information requested by a councillor or administrator, they must act reasonably. In reaching this decision they must take into account whether or not the information requested is necessary for the councillor or administrator to perform their official functions (see clause 8.2) and whether they have disclosed a conflict of interest in the matter the information relates to that would preclude their participation in consideration of the matter (see clause 8.6). The chief executive officer or public officer must state the reasons for the decision if access is refused.

Use of certain council information

- 8.9.** In regard to information obtained in your capacity as a council official, you must:
- a) subject to clause 8.14, only access council information needed for council business
 - b) not use that council information for private purposes
 - c) not seek or obtain, either directly or indirectly, any financial benefit or other improper advantage for yourself, or any other person or body, from any information to which you have access by virtue of your office or position with council
 - d) only release council information in accordance with established council policies and procedures and in compliance with relevant legislation.

Use and security of confidential information

- 8.10.** You must maintain the integrity and security of confidential information in your possession, or for which you are responsible.
- 8.11.** In addition to your general obligations relating to the use of council information, you must:
- a) only access confidential information that you have been authorised to access and only do so for the purposes of exercising your official functions
 - b) protect confidential information
 - c) only release confidential information if you have authority to do so
 - d) only use confidential information for the purpose for which it is intended to be used
 - e) not use confidential information gained through your official position for the purpose of securing a private benefit for yourself or for any other person
 - f) not use confidential information with the intention to cause harm or detriment to the council or any other person or body
 - g) not disclose any confidential information discussed during a confidential session of a council or committee meeting or any other confidential forum (such as, but not limited to, workshops or briefing sessions).

Personal information

- 8.12.** When dealing with personal information you must comply with:
- a) the *Privacy and Personal Information Protection Act 1998*
 - b) the *Health Records and Information Privacy Act 2002*
 - c) the Information Protection Principles and Health Privacy Principles
 - d) Council's Privacy Management Plan Policy
 - e) the Privacy Code of Practice for Local Government
 - f) the *Government Information (Public Access) Act 2009* and Regulation

Use of council resources

- 8.13.** You must use council resources ethically, effectively, efficiently and carefully in exercising your official functions, and must not use them for private purposes, except when supplied as part of a contract of employment (but not for private business purposes), unless this use is lawfully authorised and proper payment is made where appropriate.
- 8.14.** Union delegates and consultative committee members may have reasonable access to council resources and information for the purposes of carrying out their industrial responsibilities, including but not limited to:
- a) the representation of members with respect to disciplinary matters

- b) the representation of employees with respect to grievances and disputes
 - c) functions associated with the role of the local consultative committee.
- 8.15.** You must be scrupulous in your use of council property, including intellectual property, official services, facilities, technology and electronic devices and must not permit their misuse by any other person or body.
- 8.16.** You must avoid any action or situation that could create the appearance that council property, official services or public facilities are being improperly used for your benefit or the benefit of any other person or body.
- 8.17.** You must not use council resources (including council staff), property or facilities for the purpose of assisting your election campaign or the election campaigns of others unless the resources, property or facilities are otherwise available for use or hire by the public and any publicly advertised fee is paid for use of the resources, property or facility.
- 8.18.** You must not use the council letterhead, council crests, council email or social media or other information that could give the appearance it is official council material:
- a) for the purpose of assisting your election campaign or the election campaign of others, or
 - b) for other non-official purposes.
- 8.19.** You must not convert any property of the council to your own use unless properly authorised.

Internet access

- 8.20.** You must not use council's computer resources or mobile or other devices to search for, access, download or communicate any material of an offensive, obscene, pornographic, threatening, abusive or defamatory nature, or that could otherwise lead to criminal penalty or civil liability and/or damage the council's reputation.

Council record keeping

- 8.21.** You must comply with the requirements of the *State Records Act 1998* and the council's records management policy.
- 8.22.** All information created, sent and received in your official capacity is a council record and must be managed in accordance with the requirements of the *State Records Act 1998* and the council's approved records management policies and practices.
- 8.23.** All information stored in either soft or hard copy on council supplied resources (including technology devices and email accounts) is deemed to be related to the business of the council and will be treated as council records, regardless of whether the original intention was to create the information for personal purposes.

- 8.24.** You must not destroy, alter, or dispose of council information or records, unless authorised to do so. If you need to alter or dispose of council information or records, you must do so in consultation with the council's records manager and comply with the requirements of the *State Records Act 1998*.

Councillor access to council buildings

- 8.25.** Councillors and administrators are entitled to have access to the council chamber, committee room, mayor's office (subject to availability), councillors' rooms, and public areas of council's buildings during normal business hours and for meetings. Councillors and administrators needing access to these facilities at other times must obtain authority from the chief executive officer.
- 8.26.** Councillors and administrators must not enter staff-only areas of council buildings without the approval of the chief executive officer (or their delegate) or as provided for in the procedures governing the interaction of councillors and council staff.
- 8.27.** Councillors and administrators must ensure that when they are within a staff only area, they refrain from conduct that could be perceived to improperly influence council staff decisions.

9. Maintaining the Integrity of this Code

Complaints made for an improper purpose

- 9.1.** You must not make or threaten to make a complaint or cause a complaint to be made alleging a breach of this code for an improper purpose.
- 9.2.** For the purposes of clause 9.1, a complaint is made for an improper purpose where it is trivial, frivolous, vexatious or not made in good faith, or where it otherwise lacks merit and has been made substantially for one or more of the following purposes:
- a) to bully, intimidate or harass another council official
 - b) to damage another council official's reputation
 - c) to obtain a political advantage
 - d) to influence a council official in the exercise of their official functions or to prevent or disrupt the exercise of those functions
 - e) to influence the council in the exercise of its functions or to prevent or disrupt the exercise of those functions
 - f) to avoid disciplinary action under the Procedures
 - g) to take reprisal action against a person for making a complaint alleging a breach of this code
 - h) to take reprisal action against a person for exercising a function prescribed under the Procedures

- i) to prevent or disrupt the effective administration of this code under the Procedures.

Detrimental action

- 9.3.** You must not take detrimental action or cause detrimental action to be taken against a person substantially in reprisal for a complaint they have made alleging a breach of this code.
- 9.4.** You must not take detrimental action or cause detrimental action to be taken against a person substantially in reprisal for any function they have exercised under the Procedures.
- 9.5.** For the purposes of clauses 9.3 and 9.4, a detrimental action is an action causing, comprising or involving any of the following:
 - a) injury, damage or loss
 - b) intimidation or harassment
 - c) discrimination, disadvantage or adverse treatment in relation to employment
 - d) dismissal from, or prejudice in, employment
 - e) disciplinary proceedings.

Compliance with requirements under the Procedures

- 9.6.** You must not engage in conduct that is calculated to impede or disrupt the consideration of a matter under the Procedures.
- 9.7.** You must comply with a reasonable and lawful request made by a person exercising a function under the Procedures. A failure to make a written or oral submission invited under the Procedures will not constitute a breach of this clause.
- 9.8.** You must comply with a practice ruling made by the Office under the Procedures.

Disclosure of information about the consideration of a matter under the Procedures

- 9.9.** All allegations of breaches of this code must be dealt with under and in accordance with the Procedures.
- 9.10.** You must not allege breaches of this code other than by way of a complaint made or initiated under the Procedures.
- 9.11.** You must not make allegations about, or disclose information about, suspected breaches of this code at council, committee or other meetings, whether open to the public or not, or in any other forum, whether public or not.
- 9.12.** You must not disclose information about a complaint you have made alleging a breach of this code or any other matter being considered under the Procedures except for the purposes of seeking legal advice, unless the disclosure is otherwise permitted under the Procedures.

- 9.13.** Nothing under this Part prevents a person from making a public interest disclosure to an appropriate public authority or investigative authority under the *Public Interest Disclosures Act 2022*.

Complaints alleging a breach of this Part

- 9.14.** Complaints alleging a breach of this Part by a councillor, the chief executive officer or an administrator are to be managed by the Office. This clause does not prevent the Office from referring an alleged breach of this Part back to the council for consideration in accordance with the Procedures.
- 9.15.** Complaints alleging a breach of this Part by other council officials are to be managed by the chief executive officer in accordance with the Procedures.

General

- 9.16.** You must not conduct yourself in a manner that is likely to undermine confidence in the integrity of this Code or its administration.
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10. Policy Administration

Business Group	Office of the Chief Executive Officer
Responsible Officer	Chief Executive Officer
Associated Procedure (if any, reference document(s) number(s))	Procedures for the Administration of the Code of Conduct
Policy Review Date	Four years from date of adoption unless legislated otherwise
File Number / Document Number	D16000605
Relevant Legislation (reference specific sections)	<p>This Policy supports Council's compliance with the following legislation:</p> <ul style="list-style-type: none"> ▪ <i>Children's Guardian Act 2019</i> ▪ <i>Corporations Act 2001</i> (Cth), ss 9, 50 ▪ <i>Electoral Funding Act 2018</i>, Part 3 of Division 7, section 53 ▪ <i>Environmental Planning and Assessment Act 1979</i> ▪ <i>Government Information (Public Access) Act 2009</i> ▪ <i>Government Information (Public Access) Regulation 2018</i> ▪ <i>Health Records and Information Privacy Act 2002</i> ▪ <i>Interpretation Act 1987</i>, s 21C ▪ <i>Local Government (General) Regulation 2021</i>, cl 193 and 194 ▪ <i>Local Government Act 1993</i>, ss 10A, 66, 223, 226, 252, 328B, 335, 343, 352, 353, 439, 440, 441, 442, 443, 449, 459 and 749, <i>Local Government Act 1993</i> ▪ <i>Privacy and Personal Information Protection Act 1998</i> ▪ <i>Public Interest Disclosures Act 2022</i> ▪ <i>State Records Act 1998</i> ▪ <i>Work Health and Safety Act 2011</i>
Link to Community Strategic Plan	<p>Theme: Our Leadership</p> <p>LE1.2: Adhere to regulatory and compliance activities for community benefit and to drive a well-functioning organisation</p>

Related Policies / Protocols / Procedures / Documents (reference document numbers)	<ul style="list-style-type: none"> ▪ Information and Records Management Policy ▪ Delegations Register ▪ Model Code of Conduct for Local Councils in NSW ▪ Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW ▪ Councillor and Staff Interaction Policy ▪ Code of Meeting Practice
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11. Policy History

Revision	Date Approved / Authority	Description Of Changes
1	25 May 2016 Minute No. 11/16 (adoption)	Creation of policy based on updated Model Code of Conduct issued by NSW State Government
2	25 March 2019 Minute No. 223/19 (adoption)	Amended in accordance with the NSW Office of Local Government's Model Code of Conduct for Local Councils in NSW 2018
3	14 September 2020 Minute No. 457/20 (adoption)	Amended in accordance with the NSW Office of Local Government's Model Code of Conduct for Local Councils in NSW 2020 issued via Government Gazette number 172 on Friday 7 August 2020.
4	13 December 2022 Minute No. 262/22 (adoption)	Amended to include child safety behavioural expectations in accordance with the Children's Guardian Act 2019.
5	23 July 2024 Minute No. 275/24 (adoption)	Review of the Gifts and Benefits clause to align with best and industry practice, addition of an Alcohol and Drugs clause, and minor amendment to 3.27; also transferred into Council's new policy template.

12. Schedules

Schedule 1: Disclosures of Interests and Other Matters in Written Returns Submitted under Clause 4.21

Schedule 2: Form of Written Return of Interests Submitted under Clause 4.21

Schedule 3: Form of Special Disclosure of Pecuniary Interest Submitted under Clause 4.37

Schedule 1: Disclosures of Interests and Other Matters in Written Returns Submitted under Clause 4.21

Part 1: Preliminary

Definitions

1. For the purposes of the schedules to this code, the following definitions apply:

address means:

- a) in relation to a person other than a corporation, the last residential or business address of the person known to the councillor or designated person disclosing the address, or
- b) in relation to a corporation, the address of the registered office of the corporation in New South Wales or, if there is no such office, the address of the principal office of the corporation in the place where it is registered, or
- c) in relation to any real property, the street address of the property.

de facto partner has the same meaning as defined in section 21C of the *Interpretation Act 1987*.

disposition of property means a conveyance, transfer, assignment, settlement, delivery, payment or other alienation of property, including the following:

- a) the allotment of shares in a company
- b) the creation of a trust in respect of property
- c) the grant or creation of a lease, mortgage, charge, easement, licence, power, partnership or interest in respect of property
- d) the release, discharge, surrender, forfeiture or abandonment, at law or in equity, of a debt, contract or chose in action, or of an interest in respect of property
- e) the exercise by a person of a general power of appointment over property in favour of another person
- f) a transaction entered into by a person who intends by the transaction to diminish, directly or indirectly, the value of the person's own property and to increase the value of the property of another person.

gift means a disposition of property made otherwise than by will (whether or not by instrument in writing) without consideration, or with inadequate consideration, in money or money's worth passing from the person to whom the disposition was made to the person who made the disposition but, does not include a financial or other contribution to travel.

interest means:

- a) in relation to property, an estate, interest, right or power, at law or in

equity, in or over the property, or

- b) in relation to a corporation, a relevant interest (within the meaning of section 9 of the *Corporations Act 2001* of the Commonwealth) in securities issued or made available by the corporation.

listed company means a company that is listed within the meaning of section 9 of the *Corporations Act 2001* of the Commonwealth.

occupation includes trade, profession and vocation.

professional or business association means an incorporated or unincorporated body or organisation having as one of its objects or activities the promotion of the economic interests of its members in any occupation.

property includes money.

return date means:

- a) in the case of a return made under clause 4.21(a), the date on which a person became a councillor or designated person
- b) in the case of a return made under clause 4.21(b), 30 June of the year in which the return is made
- c) in the case of a return made under clause 4.21(c), the date on which the councillor or designated person became aware of the interest to be disclosed.

relative includes any of the following:

- a) a person's spouse or de facto partner
- b) a person's parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child
- c) a person's spouse's or de facto partner's parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child
- d) the spouse or de facto partner of a person referred to in paragraphs (b) and (c).

travel includes accommodation incidental to a journey.

Matters relating to the interests that must be included in returns

2. *Interests etc. outside New South Wales:*

A reference in this Schedule or in Schedule 2 to a disclosure concerning a corporation or other thing includes any reference to a disclosure concerning a corporation registered, or other thing arising or received, outside New South Wales.

3. *References to interests in real property:*

A reference in this Schedule or in Schedule 2 to real property in which a councillor or designated person has an interest includes a reference to any real

property situated in Australia in which the councillor or designated person has an interest.

4. *Gifts, loans etc. from related corporations:*

For the purposes of this Schedule and Schedule 2, gifts or contributions to travel given, loans made, or goods or services supplied, to a councillor or designated person by two or more corporations that are related to each other for the purposes of section 50 of the *Corporations Act 2001* of the Commonwealth are all given, made or supplied by a single corporation.

Part 2: Pecuniary interests to be disclosed in returns

Real property

5. A person making a return under clause 4.21 of this code must disclose:
 - a) the street address of each parcel of real property in which they had an interest on the return date, and
 - b) the street address of each parcel of real property in which they had an interest in the period since 30 June of the previous financial year, and
 - c) the nature of the interest.
6. An interest in a parcel of real property need not be disclosed in a return if the person making the return had the interest only:
 - a) as executor of the will, or administrator of the estate, of a deceased person and not as a beneficiary under the will or intestacy, or
 - b) as a trustee, if the interest was acquired in the ordinary course of an occupation not related to their duties as the holder of a position required to make a return.
7. An interest in a parcel of real property need not be disclosed in a return if the person ceased to hold the interest prior to becoming a councillor or designated person.
8. For the purposes of clause 5 of this Schedule, "interest" includes an option to purchase.

Gifts

9. A person making a return under clause 4.21 of this code must disclose:
 - a) a description of each gift received in the period since 30 June of the previous financial year, and
 - b) the name and address of the donor of each of the gifts.
10. A gift need not be included in a return if:
 - a) it did not exceed \$500, unless it was among gifts totalling more than \$500 made by the same person during a period of 12 months or less, or
 - b) it was a political donation disclosed, or required to be disclosed, under Part 3 of the *Electoral Funding Act 2018*, or
 - c) the donor was a relative of the donee, or
 - d) subject to paragraph (a), it was received prior to the person becoming a councillor or designated person.
11. For the purposes of clause 10 of this schedule, the amount of a gift other than money is an amount equal to the value of the property given.

Contributions to travel

- 12.** A person making a return under clause 4.21 of this code must disclose:
- a) the name and address of each person who made any financial or other contribution to the expenses of any travel undertaken by the person in the period since 30 June of the previous financial year, and
 - b) the dates on which the travel was undertaken, and
 - c) the names of the states and territories, and of the overseas countries, in which the travel was undertaken.
- 13.** A financial or other contribution to any travel need not be disclosed under this clause if it:
- a) was made from public funds (including a contribution arising from travel on free passes issued under an Act or from travel in government or council vehicles), or
 - b) was made by a relative of the traveller, or
 - c) was made in the ordinary course of an occupation of the traveller that is not related to their functions as the holder of a position requiring the making of a return, or
 - d) did not exceed \$250, unless it was among gifts totalling more than \$250 made by the same person during a 12-month period or less, or
 - e) was a political donation disclosed, or required to be disclosed, under Part 3 of the *Electoral Funding Act 2018*, or
 - f) was made by a political party of which the traveller was a member and the travel was undertaken for the purpose of political activity of the party in New South Wales, or to enable the traveller to represent the party within Australia, or
 - g) subject to paragraph (d) it was received prior to the person becoming a councillor or designated person.
- 14.** For the purposes of clause 13 of this schedule, the amount of a contribution (other than a financial contribution) is an amount equal to the value of the contribution.

Interests and positions in corporations

- 15.** A person making a return under clause 4.21 of this code must disclose:
- a) the name and address of each corporation in which they had an interest or held a position (whether remunerated or not) on the return date, and
 - b) the name and address of each corporation in which they had an interest or held a position in the period since 30 June of the previous financial year, and
 - c) the nature of the interest, or the position held, in each of the

corporations, and

- d) a description of the principal objects (if any) of each of the corporations, except in the case of a listed company.

16. An interest in, or a position held in, a corporation need not be disclosed if the corporation is:

- a) formed for the purpose of providing recreation or amusement, or for promoting commerce, industry, art, science, religion or charity, or for any other community purpose, and
- b) required to apply its profits or other income in promoting its objects, and
- c) prohibited from paying any dividend to its members.

17. An interest in a corporation need not be disclosed if the interest is a beneficial interest in shares in a company that does not exceed 10 per cent of the voting rights in the company.

18. An interest or a position in a corporation need not be disclosed if the person ceased to hold the interest or position prior to becoming a councillor or designated person.

Interests as a property developer or a close associate of a property developer

19. A person making a return under clause 4.21 of this code must disclose whether they were a property developer, or a close associate of a corporation that, or an individual who, is a property developer, on the return date.

20. For the purposes of clause 19 of this schedule:

close associate, in relation to a corporation or an individual, has the same meaning as it has in section 53 of the *Electoral Funding Act 2018*.

property developer has the same meaning as it has in Division 7 of Part 3 of the *Electoral Funding Act 2018*.

Positions in trade unions and professional or business associations

21. A person making a return under clause 4.21 of the code must disclose:

- a) the name of each trade union, and of each professional or business association, in which they held any position (whether remunerated or not) on the return date, and
- b) the name of each trade union, and of each professional or business association, in which they have held any position (whether remunerated or not) in the period since 30 June of the previous financial year, and
- c) a description of the position held in each of the unions and associations.

22. A position held in a trade union or a professional or business association need not be disclosed if the person ceased to hold the position prior to becoming a councillor or designated person.

Dispositions of real property

23. A person making a return under clause 4.21 of this code must disclose particulars of each disposition of real property by the person (including the street address of the affected property) in the period since 30 June of the previous financial year, under which they wholly or partly retained the use and benefit of the property or the right to re-acquire the property.
24. A person making a return under clause 4.21 of this code must disclose particulars of each disposition of real property to another person (including the street address of the affected property) in the period since 30 June of the previous financial year, that is made under arrangements with, but is not made by, the person making the return, being a disposition under which the person making the return obtained wholly or partly the use of the property.
25. A disposition of real property need not be disclosed if it was made prior to a person becoming a councillor or designated person.

Sources of income

26. A person making a return under clause 4.21 of this code must disclose:
- a) each source of income that the person reasonably expects to receive in the period commencing on the first day after the return date and ending on the following 30 June, and
 - b) each source of income received by the person in the period since 30 June of the previous financial year.
27. A reference in clause 26 of this schedule to each source of income received, or reasonably expected to be received, by a person is a reference to:
- a) in relation to income from an occupation of the person:
 - i) a description of the occupation, and
 - ii) if the person is employed or the holder of an office, the name and address of their employer, or a description of the office, and
 - iii) if the person has entered into a partnership with other persons, the name (if any) under which the partnership is conducted, or
 - b) in relation to income from a trust, the name and address of the settlor and the trustee, or
 - c) in relation to any other income, a description sufficient to identify the person from whom, or the circumstances in which, the income was, or is reasonably expected to be, received.
28. The source of any income need not be disclosed by a person in a return if the amount of the income received, or reasonably expected to be received, by the

person from that source did not exceed \$500, or is not reasonably expected to exceed \$500, as the case may be.

29. The source of any income received by the person that they ceased to receive prior to becoming a councillor or designated person need not be disclosed.
30. A fee paid to a councillor or to the mayor or deputy mayor under sections 248 or 249 of the LGA need not be disclosed.

Debts

31. A person making a return under clause 4.21 of this code must disclose the name and address of each person to whom the person was liable to pay any debt:
 - a) on the return date, and
 - b) at any time in the period since 30 June of the previous financial year.
32. A liability to pay a debt must be disclosed by a person in a return made under clause 4.21 whether or not the amount, or any part of the amount, to be paid was due and payable on the return date or at any time in the period since 30 June of the previous financial year, as the case may be.
33. A liability to pay a debt need not be disclosed by a person in a return if:
 - a) the amount to be paid did not exceed \$500 on the return date or in the period since 30 June of the previous financial year, as the case may be, unless:
 - i) the debt was one of two or more debts that the person was liable to pay to one person on the return date, or at any time in the period since 30 June of the previous financial year, as the case may be, and
 - ii) the amounts to be paid exceeded, in the aggregate, \$500, or
 - b) the person was liable to pay the debt to a relative, or
 - c) in the case of a debt arising from a loan of money the person was liable to pay the debt to an authorised deposit-taking institution or other person whose ordinary business includes the lending of money, and the loan was made in the ordinary course of business of the lender, or
 - d) in the case of a debt arising from the supply of goods or services:
 - i) the goods or services were supplied in the period of 12 months immediately preceding the return date, or were supplied in the period since 30 June of the previous financial year, as the case may be, or
 - ii) the goods or services were supplied in the ordinary course of any occupation of the person that is not related to their duties as the holder of a position required to make a return, or
 - e) subject to paragraph (a), the debt was discharged prior to the person becoming a councillor or designated person.

Discretionary disclosures

- 34.** 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 this Schedule.

Schedule 2: Form of Written Return of Interests Submitted under Clause 4.21

'Disclosures by councillors and designated persons' return

1. The pecuniary interests and other matters to be disclosed in this return are prescribed by Schedule 1 of the *Model Code of Conduct for Local Councils in NSW* (the Model Code of Conduct).
2. If this is the first return you have been required to lodge with the chief executive officer after becoming a councillor or designated person, do not complete Parts C, D and I of the return. All other parts of the return should be completed with appropriate information based on your circumstances at the return date, that is, the date on which you became a councillor or designated person.
3. If you have previously lodged a return with the chief executive officer and you are completing this return for the purposes of disclosing a new interest that was not disclosed in the last return you lodged with the chief executive officer, you must complete all parts of the return with appropriate information for the period from 30 June of the previous financial year or the date on which you became a councillor or designated person, (whichever is the later date), to the return date which is the date you became aware of the new interest to be disclosed in your updated return.
4. If you have previously lodged a return with the chief executive officer and are submitting a new return for the new financial year, you must complete all parts of the return with appropriate information for the 12-month period commencing on 30 June of the previous year to 30 June this year.
5. This form must be completed using block letters or typed.
6. If there is insufficient space for all the information you are required to disclose, you must attach an appendix which is to be properly identified and signed by you.
7. If there are no pecuniary interests or other matters of the kind required to be disclosed under a heading in this form, the word "NIL" is to be placed in an appropriate space under that heading.

Important information

8. This information is being collected for the purpose of complying with clause 4.21 of the Model Code of Conduct.
9. You must not lodge a return that you know or ought reasonably to know is false or misleading in a material particular (see clause 4.23 of the Model Code of Conduct). Complaints about breaches of these requirements are to be referred to the Office of Local Government and may result in disciplinary action by the council, the Chief Executive of the Office of Local Government or the NSW Civil and Administrative Tribunal.

10. The information collected on this form will be kept by the chief executive officer in a register of returns. The chief executive officer is required to table all returns at a council meeting.
11. Information contained in returns made and lodged under clause 4.21 is to be made publicly available in accordance with the requirements of the *Government Information (Public Access) Act 2009*, the *Government Information (Public Access) Regulation 2009* and any guidelines issued by the Information Commissioner.
12. You have an obligation to keep the information contained in this return up to date. If you become aware of a new interest that must be disclosed in this return, or an interest that you have previously failed to disclose, you must submit an updated return within three months of becoming aware of the previously undisclosed interest.

Disclosure of pecuniary interests and other matters by [full name of Councillor or designated person]
as at [return date]
in respect of the period from [date] to [date] [Councillor's or designated person's signature]
[date]

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 reasonably expect to receive from an occupation in the period commencing on the first day after the return date and ending on the following 30 June 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)	
2 Sources of income I reasonably expect to receive from a trust in the period commencing on the first day after the return date and ending on the following 30 June 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 reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June 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	
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	
E. Interests and positions in corporations			
Name and address of each corporation in which I had an interest or held a position at the return date/at any time 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 companies)

F. Were you a property developer or a close associate of a property developer on the return date? (Y/N)	
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 the return date/at any time since 30 June	Description of position
H. Debts	
Name and address of each person to whom I was liable to pay any debt at the return date/at any time since 30 June	
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	
J. Discretionary disclosures	

Schedule 3: Form of Special Disclosure of Pecuniary Interest Submitted under Clause 4.37

1. This form must be completed using block letters or typed.
2. If there is insufficient space for all the information you are required to disclose, you must attach an appendix which is to be properly identified and signed by you.

Important information

This information is being collected for the purpose of making a special disclosure of pecuniary interests under clause 4.36(c) of the Model Code of Conduct for Local Councils in NSW (the Model Code of Conduct).

The special disclosure must relate only to a pecuniary interest that a councillor has in the councillor's principal place of residence, or an interest another person (whose interests are relevant under clause 4.3 of the Model Code of Conduct) has in that person's principal place of residence.

Clause 4.3 of the Model Code of Conduct states that you will have a pecuniary interest in a matter because of the pecuniary interest of your spouse or your de facto partner or your relative or because your business partner or employer has a pecuniary interest. You will also have a pecuniary interest in a matter because you, your nominee, your business partner or your employer is a member of a company or other body that has a pecuniary interest in the matter.

"Relative" is defined by clause 4.4 of the Model Code of Conduct as meaning your, your spouse's or your de facto partner's parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child and the spouse or de facto partner of any of those persons.

You must not make a special disclosure that you know or ought reasonably to know is false or misleading in a material particular. Complaints about breaches of these requirements are to be referred to the Office of Local Government and may result in disciplinary action by the Chief Executive of the Office of Local Government or the NSW Civil and Administrative Tribunal.

This form must be completed by you before the commencement of the council or council committee meeting at which the special disclosure is being made. The completed form must be tabled at the meeting. Everyone is entitled to inspect it. The special disclosure must be recorded in the minutes of the meeting.

Special disclosure of pecuniary interests by [full name of Councillor]
in the matter of [insert name of environmental planning instrument]
which is to be considered at a meeting of the [name of Council or Council Committee (as the case
requires)] to be held on the day of 20 .

Pecuniary interest	
Address of the affected principal place of residence of Councillor or an associated person, company or body (the identified land)	
Relationship of identified land to Councillor [Tick or cross one box.]	<input type="checkbox"/> Councillor has an interest in the land (e.g. is the owner or has another interest arising out of a mortgage, lease, trust, option or contract, or otherwise). <input type="checkbox"/> An associated person of Councillor has an interest in the land. <input type="checkbox"/> An associated company or body of Councillor has an interest in the land.
Matter giving rise to pecuniary interest ¹	
Nature of the land that is subject to a change in zone/planning control by the proposed LEP (the subject land) ² [Tick or cross one box]	<input type="checkbox"/> The identified land. <input type="checkbox"/> Land that adjoins or is adjacent to or is in proximity to the identified land.
Current zone/planning control [Insert name of current planning instrument and identify relevant zone/planning control applying to the subject land]	
Proposed change of zone/planning control [Insert name of proposed LEP and identify proposed change of zone/planning control applying to the subject land]	
Effect of proposed change of zone/planning control on councillor or associated person [Insert one of the following: "Appreciable financial gain" or "Appreciable financial loss"]	

[If more than one pecuniary interest is to be declared, reprint the above box and fill in for each additional interest.]

Councillor's signature

Date

[This form is to be retained by Council's Chief Executive Officer and included in full in the minutes of the meeting]

¹ Clause 4.1 of the Model Code of Conduct provides that a pecuniary interest is an interest that a person has in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to the person. A person does not have a pecuniary interest in a matter if the interest is so remote or insignificant that it could not reasonably be regarded as likely to influence any decision the person might make in relation to the matter, or if the interest is of a kind specified in clause 4.6 of the Model Code of Conduct.

² A pecuniary interest may arise by way of a change of permissible use of land adjoining, adjacent to or in proximity to land in which a Councillor or a person, company or body referred to in clause 4.3 of the Model Code of Conduct has a proprietary interest.

Central Coast Council

Code of Meeting Practice

Date Adopted: xx/xx/xx

Revision: 10

Policy No.: CCC001



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1. Policy Objectives

- 1.1. Council's Code of Meeting Practice is prescribed in accordance with the Model Code of Meeting Practice for Local Councils in NSW, section 360 of the *Local Government Act 1993 (the Act)* and the *Local Government (General) Regulation 2021 (the Regulation)*.
- 1.2. Meeting procedures contribute to good public decision-making and increase Council's transparency and accountability to its community.
- 1.3. Meetings will address matters of policy, direction, resource allocation, statutory decisions and other appropriate Council issues.
- 1.4. Meetings will be held in an environment which facilitates respect shown for the views of others and regard for the due process of law, reasonableness and fairness.
- 1.5. Councils are encouraged to hold open Council Meetings as far as practicable and must, to the greatest extent possible, vote by open means (such as by show of hands). In this way, members of the public can witness the conduct of a Council Meeting.
- 1.6. Members of the public can also investigate the background to Council decisions by inspecting the business papers of the meeting. Through a combination of minutes, public attendance and open meetings, accountability is achieved.

2. Meeting Principles

- 2.1. Council and committee meetings should be:
 - 2.1.1. **Transparent** – Decisions are made in a way that is open and accountable;
 - 2.1.2. **Informed** – Decisions are made based upon relevant, quality information;
 - 2.1.3. **Inclusive** – Decisions respect the diverse needs and interests of the Central Coast community;
 - 2.1.4. **Principled** – Decisions are informed by the principles prescribed under Chapter 3 of the Act;
 - 2.1.5. **Trusted** – Our community has confidence that Councillors and staff act ethically and make decisions in the interests of the whole community;
 - 2.1.6. **Respectful** – Councillors, staff and meeting attendees treat each other with respect;
 - 2.1.7. **Effective** – Meetings are well organised, effectively run and skilfully chaired; and
 - 2.1.8. **Orderly** – Councillors, staff and meeting attendees behave in a way that contributes to the orderly conduct of the meeting.

3. Policy Scope

- 3.1. This Code applies to all meetings of Council, Committees of Council of which the members are Councillors, and Committees whose members include both Councillors and other persons.
 - 3.2. All Councillors, staff and community members participating in meetings of Council and committees of Council must act in accordance with this Code.
-

4. Public Forums

- 4.1. The Council may hold a Public Forum prior to each Ordinary Meeting of the Council for the purpose of hearing verbal submissions from members of the public on items of business to be considered at the meeting. Public Forums may also be held prior to Extraordinary Council Meetings and meetings of committees of the Council.
 - 4.2. The conduct of Public Forums is outlined in the Public Forum Policy.
-

5. Before the Meeting

Timing of Ordinary Council Meetings

- 5.1. Ordinary Meetings of Council will be held on the fourth Tuesday of the months of January to November inclusive and on the second Tuesday of the month of December at 2 Hely Street, Wyong commencing at 6.30 PM.
- 5.2. Council shall, by resolution, set or vary the frequency, time, date and place of its Ordinary Meetings.
- 5.3. Where scheduled Ordinary Meetings of Council fall on a Public Holiday, the meeting will be held on the day immediately after the Public Holiday.
- 5.4. The Agenda Paper will be distributed by 5:00 PM no less than three business days before the meeting.

Extraordinary Meetings

- 5.5. If the Mayor receives a request in writing, signed by at least two Councillors, the Mayor must call an Extraordinary Meeting of Council to be held as soon as practicable, but in any event, no more than fourteen days after receipt of the request. The Mayor can be one of the two Councillors requesting the meeting.

(Section 366 of the Act)

Notice to the Public of Council Meetings

- 5.6. 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 Council.

(Section 9(1) of the Act)

- 5.7. The location of Extraordinary Meetings will be that specified for the conduct of Ordinary Meetings.
- 5.8. Notice of a meeting of 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 Council is satisfied is likely to bring notice of the meeting to the attention of as many people as possible.
- 5.9. Notice of more than one meeting may be given in the same notice.
- 5.10. The copies are to be available to the public as nearly as possible to the time they are available to Councillors.

(Section 9(3) of the Act)

Notice to Councillors of Ordinary Council Meetings

- 5.11. The Chief Executive Officer must send to each Councillor, at least three (3) days before each meeting of 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.

(Section 367(1) of the Act)

- 5.12. The notice and the agenda for, and the business papers relating to the meeting, may be given to Councillors in electronic form, but only if all Councillors have facilities to access the notice, agenda and business papers in that form.

(Section 367(3) of the Act)

Notice to Councillors of Extraordinary Council Meetings

- 5.13. Notice of less than three (3) days may be given to Councillors of an Extraordinary Meeting of Council in cases of emergency.

(Section 367(2) of the Act)

Giving Notice of Business to be Considered at Council Meetings

- 5.14. A Councillor may give notice of any business they wish to be considered by 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 submitted to the Chief Executive Officer using the standard template by 5:00 PM seven (7) business days before the meeting is to be held. A Councillor is limited to submitting one Notice of Motion per Ordinary Meeting under this Clause.
- 5.15. A Councillor may, in writing to the Chief Executive Officer, 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.
- 5.16. If the Chief Executive Officer considers that a Notice of Motion submitted by a Councillor for consideration at an Ordinary Meeting of Council has legal,

strategic, financial or policy implications which should be taken into consideration by the meeting, the Chief Executive Officer 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 Council.

- 5.17.** A Notice of Motion for the expenditure of funds or redirection of resources on works and/or services other than those already provided for in 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 Chief Executive Officer must either:
- 5.17.1. 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 Council, or
 - 5.17.2. 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.
- 5.18.** Councillors are to liaise with the Chief Executive Officer (or their nominee) for assistance in costing Notices of Motion and identifying potential funding sources in sufficient time to complete the Notice of Motion and meet the deadline in Clause 5.14.

Questions With Notice

- 5.19.** A Councillor may, by way of a notice submitted under Clause 5.14, ask a question for response by the Chief Executive Officer about the performance or operations of Council. A Councillor is limited to submitting one Question with Notice per Ordinary Meeting under this Clause. A Question with Notice must not comprise a question with multiple parts to it.
- 5.20.** A Councillor is not permitted to ask a Question with Notice that comprises a complaint against the Chief Executive Officer or a member of staff of Council, or a question that implies wrongdoing by the Chief Executive Officer or a member of staff of Council.
- 5.21.** The Chief Executive Officer or their nominee may respond to a Question with Notice by way of a report included in the business papers for the next meeting of Council or orally at the meeting. If the preparation of a response is likely to divert significant time and resources of staff the response will be provided no later than the second Ordinary Meeting of Council following the meeting at which the Question was published.

Agenda and Business Papers for Ordinary Meetings

- 5.22.** The Chief Executive Officer must cause the agenda for a meeting of Council or a Committee of Council to be prepared as soon as practicable before the meeting and no later than three (3) days prior to the meeting.

- 5.23.** The Chief Executive Officer must ensure that the agenda for an Ordinary Meeting of Council states:
- 5.23.1. all matters to be dealt with arising out of the proceedings of previous meetings of Council, and
 - 5.23.2. 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
 - 5.23.3. all matters, including matters that are the subject of staff reports and reports of Committees, to be considered at the meeting, and
 - 5.23.4. any business of which due notice has been given under Clause 5.14.
- 5.24.** Nothing in Clause 5.23 limits the powers of the Mayor to put a Mayoral Minute to a meeting under Clause 10.6.
- 5.25.** The Chief Executive Officer must not include in the agenda for a meeting of Council any business of which due notice has been given if, in the opinion of the Chief Executive Officer, the business is, or the implementation of the business would be, unlawful. The Chief Executive Officer must report, without giving details of the item of business, any such exclusion to the next meeting of Council.
- 5.26.** Where the agenda includes the receipt of information or discussion of other matters that, in the opinion of the Chief Executive Officer, is likely to take place when the meeting is closed to the public, the Chief Executive Officer must ensure that the agenda of the meeting:
- 5.26.1. 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
 - 5.26.2. states the grounds under section 10A(2) of the Act relevant to the item of business.
- (Section 9(2A)(a) of the Act)*
- 5.27.** The Chief Executive Officer must ensure that the details of any item of business which, in the opinion of the Chief Executive Officer, 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

- 5.28.** 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.

Availability of the Agenda and Business Papers to the Public

- 5.29.** Copies of the agenda and the associated business papers, such as correspondence and reports for meetings of 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 Council and at the relevant meeting.

(Section 9(2) and (4) of the Act)

- 5.30.** Clause 5.29 does not apply to the business papers for items of business that the Chief Executive Officer has identified under Clause 5.26 as being likely to be considered when the meeting is closed to the public.

(Section 9(2A)(b) of the Act)

- 5.31.** 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.

(Section 9(3) of the Act)

- 5.32.** A copy of an agenda, or of an associated business paper may in addition be given or made available in electronic form.

(Section 9(5) of the Act)

Agenda and Business Papers for Extraordinary Meetings

- 5.33.** The Chief Executive Officer must ensure that the agenda for an Extraordinary Meeting of Council deals only with the matters stated in the notice of the meeting.

- 5.34.** Despite Clause 5.33, business may be considered at an Extraordinary Meeting of Council, even though due notice of the business has not been given, if:

5.34.1. a motion is passed to have the business considered at the meeting, and

5.34.2. the business to be considered is ruled by the Chairperson to be of great urgency on the grounds that it requires a decision by Council before the next scheduled Ordinary Meeting of Council.

- 5.35.** A motion moved under Clause 5.34.1 can be moved without notice but only after the business notified in the agenda for the Extraordinary Meeting has been dealt with.

- 5.36.** Despite Clauses 11.20–11.32, only the mover of a motion moved under Clause 5.34.1 can speak to the motion before it is put.

- 5.37.** A Motion of Dissent cannot be moved against a ruling of the Chairperson under Clause 5.34.2 on whether a matter is of great urgency.

Pre-Meeting Briefing Sessions

- 5.38. Prior to each Ordinary Meeting of Council, the Chief Executive Officer may arrange a pre-meeting briefing session to brief Councillors on business to be considered at the meeting.
- 5.39. Pre-meeting briefing sessions may also be held for extraordinary meetings of Council and meetings of Committees of Council.
- 5.40. Pre-meeting briefing sessions are to be held in the absence of the public.
- 5.41. Pre-meeting briefing sessions may be held by audio-visual link.
- 5.42. The Chief Executive Officer or a member of staff nominated by the Chief Executive Officer, is to preside at pre-meeting briefing sessions.
- 5.43. Councillors (including the Mayor) must not use pre-meeting briefing sessions to debate or make preliminary decisions on items of business they are being briefed on, and any debate and decision-making must be left to the formal Council or Committee meeting at which the item of business is to be considered.
- 5.44. Councillors (including the Mayor) are to make all reasonable efforts to attend pre-meeting briefing sessions.
- 5.45. 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 a briefing at a pre-meeting briefing session, in the same way that they are required to do so at a Council or Committee meeting. Council is to maintain a written record of all conflict of interest declarations made at pre-meeting briefing sessions and how the conflict of interest was managed by the Councillor who made the declaration.

6. Coming Together

Attendance by Councillors at Meetings

- 6.1. All Councillors must make reasonable efforts to attend meetings of Council and of Committees of Council of which they are members.
- 6.2. A Councillor may not attend a meeting as a Councillor (other than the first meeting of Council after the Councillor is elected or a meeting at which the Councillor takes an oath or makes an affirmation of office) until they have taken an oath or made an affirmation of office in the form prescribed under section 233A of the Act.
- 6.3. Councillor attendance at meetings shall be recorded in the minutes of that meeting, published on Council's website and included in Council's annual report.
- 6.4. A Councillor cannot participate in a meeting of Council or of a Committee of Council unless personally present at the meeting, unless permitted to attend the meeting by audio-visual link under this Code.

- 6.5.** Where a Councillor is unable to attend one or more Ordinary Meetings of Council, the Councillor should request that Council grant them a leave of absence from those meetings. This Clause does not prevent a Councillor from making an apology if they are unable to attend a Council Meeting. However, the acceptance of such an apology does not constitute the granting of a leave of absence for the purposes of this Code and the Act.
- 6.6.** A Councillor's request for leave of absence from Council Meetings should, if practicable, identify (by date) the meetings from which the Councillor intends to be absent and the grounds upon which the leave of absence is being sought.
- 6.7.** Council must act reasonably when considering whether to grant a Councillor's request for a leave of absence.
- 6.8.** A Councillor's civic office will become vacant if the Councillor is absent from three (3) consecutive Ordinary Meetings of Council without being granted a leave of absence at any of the meetings concerned, unless:
- 6.8.1. the holder is absent because they have been suspended from office under the Act, or
 - 6.8.2. because the Council has been suspended under the Act, or
 - 6.8.3. as a consequence of a compliance order under section 438HA.
- (Section 234(1)(d) of the Act).*
- 6.9.** A Councillor who intends to attend a meeting of Council despite having been granted a leave of absence should, if practicable, give the Chief Executive Officer at least two days' notice of their intention to attend.

The Quorum for a Meeting

- 6.10.** The quorum for a meeting of Council is a majority of the Councillors of Council who hold office at that time and who are not suspended from office.
- (Section 368(1) of the Act)*
- 6.11.** Clause 6.10 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 Council.
- (Section 368(2) of the Act)*
- 6.12.** A meeting of Council must be adjourned if a quorum is not present:
- 6.12.1. 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
 - 6.12.2. within half an hour after the time designated for the holding of the meeting, or
 - 6.12.3. at any time during the meeting.
- 6.13.** In either case, the meeting must be adjourned to a time, date and place fixed:

- 6.13.1. by the Chairperson, or
 - 6.13.2. in the Chairperson's absence, by the majority of the Councillors present, or
 - 6.13.3. failing that, by the Chief Executive Officer.
- 6.14.** The Chief Executive Officer must record in 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 Council, together with the names of the Councillors present.
- 6.15.** 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 Chief Executive Officer 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 Council's website and in such other manner that Council is satisfied is likely to bring notice of the cancellation to the attention of as many people as possible.
- 6.16.** Where a meeting is cancelled, the business to be considered at the meeting may instead be considered, where practicable, at the next Ordinary Meeting of Council or at an Extraordinary Meeting called under Clause 5.5.

Meetings Held by Audio-Visual Link

- 6.17.** 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 Chief Executive Officer and, as far as is practicable, with each Councillor.
- 6.18.** Where the Mayor determines under Clause 6.17 that a meeting is to be held by audio-visual link, the Chief Executive Officer must:
- 6.18.1. give written notice to all Councillors that the meeting is to be held by audio-visual link, and
 - 6.18.2. take all reasonable steps to ensure that all Councillors can participate in the meeting by audio-visual link, and
 - 6.18.3. cause a notice to be published on the Council's website and in such other manner the Chief Executive Officer 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.

- 6.19.** This Code applies to a meeting held by audio-visual link in the same way it would if the meeting was held in person.

Note: Where a Council holds a meeting by audio-visual link, 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

- 6.20.** 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.
- 6.21.** A request by a Councillor for approval to attend a meeting by audio-visual link must be made in writing to the Chief Executive Officer prior to the meeting in question and must provide reasons by the Councillor will be prevented for attending the meeting in person.
- 6.22.** Councillors may request approval to attend more than one meeting by audio-visual link. Where a Councillor requests approval to attend more than one meeting by audio-visual link, the request must specify the meetings the request relates to in addition to the information required under Clause 6.21.
- 6.23.** The Council must comply with the Health Privacy Principles prescribed under the *Health Records and Information Privacy Act 2002* when collecting, holding, using and disclosing health information in connection with a request by a Councillor to attend a meeting by audio-visual link.
- 6.24.** A Councillor who has requested approval to attend a meeting of the Council or a Committee of the Council by audio-visual link may participate in the meeting by audio-visual link until the Council or Committee determines whether to approve their request and is to be taken as present at the meeting. The Councillor may participate in a decision in relation to their request to attend the meeting by audio-visual link.
- 6.25.** A decision whether to approve a request by a Councillor to attend a meeting of the Council or a Committee of the Council by audio-visual link must be made by a resolution of the Council or the Committee concerned. The resolution must state:
- 6.25.1. the meetings the resolution applies to, and
 - 6.25.2. the reason why the Councillor is being permitted to attend the meetings by audio-visual link where it is on grounds other than illness, disability, or caring responsibilities.
- 6.26.** If the Council or Committee refuses a Councillor's request to attend a meeting by audio-visual link, their link to the meeting is to be terminated.
- 6.27.** A decision whether to approve a Councillor's request to attend a meeting by audio-visual link is at the Council's or the relevant Committee's discretion. The Council and Committees of the Council must act reasonably when considering requests by Councillors to attend meetings by audio-visual link. However, the

Council and Committees of the Council are under no obligation to approve a Councillor's request to attend a meeting by audio-visual link where the technical capacity does not exist to allow the Councillor to attend the meeting by these means.

- 6.28.** The Council and Committees of the Council may refuse a Councillor's request to attend a meeting by audio-visual link where the Council or Committee is satisfied that the Councillor has failed to appropriately declare and manage conflicts of interest, observe confidentiality or to comply with the 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.
- 6.29.** This Code applies to a Councillor attending a meeting by audio-visual link in the same way it would if the Councillor was attending the meeting in person. Where a Councillor is permitted to attend a meeting by audio-visual link under this Code, they are to be taken as attending the meeting in person for the purposes of the Code and will have the same voting rights as if they were attending the meeting in person.
- 6.30.** A Councillor must give their full attention to the business and proceedings of the meeting when attending a meeting by audio-visual link. The Councillor's camera must be on at all times during the meeting except as may be otherwise provided for under this Code.
- 6.31.** A Councillor must be appropriately dressed when attending a meeting by audio-visual link and must ensure that no items are within sight of the meeting that are inconsistent with the maintenance of order at the meeting or that are likely to bring the Council or Committee into disrepute.

Entitlement of the Public to Attend Council Meetings

- 6.32.** Everyone is entitled to attend a meeting of Council and a Committee of Council. Council must ensure that all meetings of Council and Committees of Council are open to the public.

(Section 10(1) of the Act)

- 6.33.** Clause 6.32 does not apply to parts of meetings that have been closed to the public under section 10A of the Act.
- 6.34.** A person (whether a Councillor or another person) is not entitled to be present at a meeting of Council or a Committee of Council or a Public Forum if expelled from the meeting:

6.34.1. by a resolution of the meeting, or

6.34.2. by the person presiding at the meeting if Council has, by resolution, authorised the person presiding to exercise the power of expulsion.

(Section 10(2) of the Act)

Recording and Webcasting of Council Meetings

- 6.35.** Each meeting of Council or Committee of the Council is to be recorded by means of an audio or audio-visual device.

(Section 236 of the Regulation)

- 6.36.** Council may edit or modify any recordings prior to broadcasting. Any such edits or modifications will be notified publicly on [Council's website](#).

- 6.37.** At the start of each meeting of the Council or a Committee of Council, the Chairperson must inform the persons attending the meeting that:

6.37.1. the meeting is being recorded and made publicly available on the Council's website, and

6.37.2. persons attending the meeting should refrain from making any defamatory statements.

(Section 236 of the Regulation)

- 6.38.** The recording of a meeting is to be made publicly available on Council's website as soon as practicable after the meeting.

(Section 236 of the Regulation)

- 6.39.** The recording of a meeting is to be made publicly available on Council's website for a least 12 months after the meeting.

(Section 236 of the Regulation)

- 6.40.** Clauses 5.37 and 5.38 do not apply to any part of a meeting that has been closed to the public in accordance with section 10A of the Act.

(Section 236 of the Regulation)

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

Attendance of the Chief Executive Officer and Other Staff at Meetings

- 6.42.** The Chief Executive Officer is entitled to attend, but not to vote at, a meeting of Council or a meeting of a Committee of Council of which all of the members are Councillors.

(Section 376(1) of the Act)

- 6.43.** The Chief Executive Officer is entitled to attend a meeting of any other Committee of Council and may, if a member of the Committee, exercise a vote.

(Section 376(2) of the Act)

- 6.44.** The Chief Executive Officer may be excluded from a meeting of Council or a Committee while Council or the Committee deals with a matter relating to the standard of performance of the Chief Executive Officer or the terms of employment of the Chief Executive Officer.

- 6.44.1. The attendance of other Council staff at a meeting, (other than as members of the public) shall be with the approval of the Chief Executive Officer.
- 6.44.2. The Chief Executive Officer and other Council staff may attend meetings of the Council and Committees of the Council by audio-visual link. Attendance by Council staff at meetings by audio-visual link (other than as members of the public) shall be with the approval of the Chief Executive Officer.

(Section 376(3) of the Act)

7. The Chairperson

The Chairperson at Meetings

- 7.1. The Mayor, or at the request of or in the absence of the Mayor, the Deputy Mayor presides at meetings of Council.

(Section 369(1) of the Act)

- 7.2. If the Mayor and the Deputy Mayor are absent, a Councillor elected to chair the meeting by the Councillors present presides at a meeting of Council.

(Section 369(2) of the Act)

Election of the Chairperson in the Absence of the Mayor and Deputy Mayor

- 7.3. If no Chairperson is present at a Meeting of Council at the time designated for the holding of the Council Meeting, the first business of the Council Meeting must be the election of a Chairperson to preside at the meeting.
- 7.4. The election of a Chairperson must be conducted:
 - 7.4.1. by the Chief Executive Officer or, in their absence, an employee of Council designated by the Chief Executive Officer to conduct the election; or
 - 7.4.2. by the Public Officer.
- 7.5. 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.
- 7.6. For the purposes of Clause 7.5, the person conducting the election must:
 - 7.6.1. arrange for the names of the candidates who have equal numbers of votes to be written on similar slips; and
 - 7.6.2. then fold the slips so as to prevent the names from being seen, mix the slips up and draw one of the slips at random.
- 7.7. The candidate whose name is on the drawn slip is the candidate who is to be the Chairperson.

- 7.8.** Any election conducted under Clause 7.3, and the outcome of the vote, are to be recorded in the minutes of the Council Meeting.

Chairperson to have Precedence

- 7.9.** When the Chairperson rises or speaks during a meeting of Council:
- 7.9.1. any Councillor then speaking or seeking to speak must cease speaking and, if standing, immediately resume their seat; and
 - 7.9.2. every Councillor present must be silent to enable the Chairperson to be heard without interruption.

8. Mode of Address

- 8.1.** If the Chairperson is the Mayor, they are to be addressed as 'Mr Mayor' or 'Madam Mayor'.
 - 8.2.** Where the Chairperson is not the Mayor, they are to be addressed as either 'Mr Chairperson' or 'Madam Chairperson'.
 - 8.3.** A Councillor is to be addressed as 'Councillor [surname]'.
 - 8.4.** A Council Officer is to be addressed by their official designation or as Mr/Ms[surname].
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9. Order of Business for Ordinary Council Meetings

- 9.1.** The general Order of Business for an Ordinary Meeting of Council shall be:
- 9.1.1. Opening the Meeting
 - 9.1.2. Acknowledgement of Country
 - 9.1.3. Apologies/Requests for Leave of Absence
 - 9.1.4. Disclosures of Interest
 - 9.1.5. Confirmation of Minutes
 - 9.1.6. Minutes of the Mayor
 - 9.1.7. Notice of Intention to Deal with Matters in Confidential Session
 - 9.1.8. Items Considered by Exception
 - 9.1.9. Minutes of Committee meetings
 - 9.1.10. Reports of the Chief Executive Officer and the Executive Leadership Team
 - 9.1.11. Notices of Motion
 - 9.1.12. Questions With Notice
 - 9.1.13. Answers to Questions With Notice
 - 9.1.14. Confidential Items

9.1.15. Conclusion of the Meeting

- 9.2.** The Order of Business as fixed under Clause 9.1 may be altered for a particular meeting of Council if a motion to that effect is passed at that meeting. Such a motion can be moved without notice.
- 9.3.** Despite Clauses 11.20–11.32, only the mover of a motion referred to in Clause 9.2 may speak to the motion before it is put.

10. Consideration of Business at Council Meetings

Business that can be Dealt with at a Council Meeting

- 10.1.** Council must not consider business at a meeting of Council:
- 10.1.1. unless a Councillor has given notice of the business, as required by Clause 5.14; and
 - 10.1.2. unless notice of the business has been sent to the Councillors in accordance with Clause 5.11 in the case of an Ordinary meeting or Clause 5.13 in the case of an Extraordinary Meeting called in an emergency.
- 10.2.** Clause 10.1 does not apply to the consideration of business at a meeting, if the business:
- 10.2.1. is already before, or directly relates to, a matter that is already before Council; or
 - 10.2.2. is the election of a Chairperson to preside at the meeting; or
 - 10.2.3. subject to Clause 10.9, is a matter or topic put to the meeting by way of a Mayoral Minute; or
 - 10.2.4. is a motion for the adoption of recommendations of a Committee, including, but not limited to, a Committee of Council.
- 10.3.** Despite Clause 10.1, business may be considered at a meeting of Council even though due notice of the business has not been given to the Councillors if:
- 10.3.1. a motion is passed to have the business considered at the meeting; and
 - 10.3.2. the business to be considered is ruled by the Chairperson to be of great urgency on the grounds that it requires a decision by Council before the next scheduled Ordinary Meeting of Council.
- 10.4.** A motion moved under Clause 10.3.1 can be moved without notice. Despite Clauses 11.20 - 11.32, only the mover of a motion referred to in Clause 10.3.1 can speak to the motion before it is put.
- 10.5.** A Motion of Dissent cannot be moved against a ruling by the Chairperson under Clause 10.3.2.

Mayoral Minutes

- 10.6.** Subject to Clause 10.9, if the Mayor is the Chairperson at a meeting of Council, the Mayor may, by minute signed by the Mayor, put to the meeting without notice any matter or topic that is within the jurisdiction of Council, or of which Council has official knowledge.
- 10.7.** A Mayoral Minute, when put to a meeting, takes precedence over all business on Council's agenda for the meeting. The Chairperson (but only if the Chairperson is the Mayor) may move the adoption of a Mayoral Minute without the motion being seconded.
- 10.8.** A recommendation made in a Mayoral Minute put by the Mayor is, so far as it is adopted by Council, a resolution of Council.
- 10.9.** A Mayoral Minute must not be used to put without notice matters that are routine and not urgent, or matters for which proper notice should be given because of their complexity. For the purpose of this Clause, a matter will be urgent where it requires a decision by Council before the next scheduled Ordinary Meeting of Council.
- 10.10.** Where a Mayoral Minute makes a recommendation which, if adopted, would require the expenditure of funds or redirection of resources 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 Chief Executive Officer on the availability of funds for implementing the recommendation if adopted. The Mayor should liaise with the Chief Executive Officer (or appropriate delegate) for assistance in costing a Mayoral Minute and identifying potential funding sources.

Staff Reports

- 10.11.** A recommendation made in a Council staff report is, so far as it is adopted by Council, a resolution of Council.

Reports of Committees of Council

- 10.12.** The recommendations of a Committee of Council are, so far as they are adopted by Council, resolutions of Council.
- 10.13.** If, in a report of a Committee of Council, distinct recommendations are made, Council may make separate decisions on each recommendation.

Questions

- 10.14.** A question must not be asked at a meeting of Council unless it concerns a matter on the agenda of the meeting or notice has been given of the question in accordance with Clauses 5.14 and 5.19.
- 10.15.** A Councillor may, through the Chairperson, put a question to another Councillor about a matter on the agenda.

- 10.16.** A Councillor may, through the Chief Executive Officer, put a question to Council staff about a matter on the agenda. Council staff are only obliged to answer a question put to them through the Chief Executive Officer at the direction of the Chief Executive Officer.
- 10.17.** A Councillor or Council staff 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 documents. Where a Councillor or Council staff 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 available meeting of Council.
- 10.18.** Councillors must put questions directly, succinctly, respectfully and without argument.
- 10.19.** The Chairperson must not permit discussion on any reply to, or refusal to reply to, a question put to a Councillor or Council staff.
- 10.20.** A Councillor may move a Procedural Motion that an item 'lie on the table'. If the motion is successful, no further debate can be undertaken until there is a Procedural Motion for the item to be 'taken off the table'. Such a motion is not debatable and there can be no amendments or right of reply. This motion can be moved only once during the discussion of any substantive motion and if the motion is carried while an amendment is before the Chair, both the amendment and the original motion are laid on the table.
- 10.21.** At the end of the Council meeting at which the item was 'laid on the table', the Chairperson will remind Councillors that there are matter/s 'on the table' which Council may now wish to consider. Otherwise, the matter/s will appear on the agenda and business paper for the next ordinary Council meeting.
- 10.22.** If and when an item is 'taken off the table', debate resumes where it left off, with Councillors who have already spoken (other than the mover in reply) having no further right to speak, unless the procedural motion to take the item 'off the table' calls for the speakers' list to be recommenced.

11. Rules of Debate

Motions to be Seconded

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

Notices of Motion

- 11.2.** A Councillor who has submitted a notice of motion under Clause 5.14 must be present to move the notice of motion at the meeting at which it is to be considered.
- 11.3.** If a Councillor who has submitted a notice of motion under Clause 5.14 wishes to withdraw it after the agenda and business paper for the meeting at which it

is to be considered have been sent to Councillors, the Councillor may request the withdrawal of the motion when it is before Council.

- 11.4.** In the absence of a Councillor who has placed a notice of motion on the agenda for a meeting of Council:
- 11.4.1. any other Councillor may, with the leave of the Chairperson, move the motion at the meeting; or
- 11.4.2. the Chairperson may defer consideration of the motion until the next meeting of Council.

Chairperson's Duties with Respect to Motions

- 11.5.** It is the duty of the Chairperson at a meeting of Council to receive and put to the meeting any lawful motion that is brought before the meeting.
- 11.6.** The Chairperson must rule out of order any motion or amendment to a motion that is unlawful or the implementation of which would be unlawful.
- 11.7.** Before ruling out of order a motion or an amendment to a motion under Clause 11.6, the Chairperson is to give the mover an opportunity to clarify or amend the motion or amendment.
- 11.8.** Any motion, amendment or other matter that the Chairperson has ruled out of order is taken to have been lost.

Motions Requiring the Expenditure of Funds

- 11.9.** A motion or an amendment to a motion raised during debate which if passed would require the expenditure of funds or redirection of resources on works and/or services other than those already provided for in 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, Council must defer consideration of the matter, pending a report from the Chief Executive Officer on the availability of funds for implementing the motion if adopted. Councillors should liaise with the Chief Executive Officer (or appropriate delegate) for assistance in costing Notices of Motion and identifying potential funding sources in sufficient time for it to be considered at the Meeting.

Amendments to Motions

- 11.10.** An amendment to a motion must be moved and seconded before it can be debated.
- 11.11.** An amendment to a motion must relate to the matter being dealt with in the original motion before 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.

- 11.12.** 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.
- 11.13.** 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 motion and one proposed amendment can be before Council at any one time.
- 11.14.** 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.
- 11.15.** 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.
- 11.16.** An amendment may become the motion without debate or a vote where it is accepted by the Councillor who moved the original motion.

Foreshadowed Motions

- 11.17.** A Councillor may propose a foreshadowed motion in relation to the matter the subject of the original motion before Council, without a seconder during debate on the original motion. The foreshadowed motion is only to be considered if the original motion is lost or withdrawn and the foreshadowed motion is then moved and seconded. If the original motion is carried, the foreshadowed motion lapses.
- 11.18.** Where an amendment has been moved and seconded, a Councillor may, without a seconder, foreshadow a further amendment that they propose to move after the first amendment has been dealt with. There is no limit to the number of foreshadowed amendments that may be put before Council at any time. However, no discussion can take place on foreshadowed amendments until the previous amendment has been dealt with and the foreshadowed amendment has been moved and seconded.
- 11.19.** Foreshadowed motions and foreshadowed amendments are to be considered in the order in which they are proposed. However, foreshadowed motions cannot be considered until all foreshadowed amendments have been dealt with.

Limitations on the Number and Duration of Speeches

- 11.20.** A Councillor who, during a debate at a meeting of 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.
- 11.21.** 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.

- 11.22.** A Councillor must not, without the consent of Council, speak more than once on a motion or an amendment, or for longer than five (5) minutes at any one time.
- 11.23.** Despite Clause 11.22, 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.
- 11.24.** Despite Clause 11.22, Council may resolve to shorten the duration of speeches to expedite the consideration of business at a meeting.
- 11.25.** Despite Clauses 11.20 and 11.21, a Councillor may move that a motion or an amendment be now put, or the Chairperson may put the motion or amendment:
- 11.25.1. 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
- 11.25.2. if at least two Councillors have spoken in favour of the motion or amendment and at least two Councillors have spoken against it.
- 11.26.** The Chairperson must immediately put to the vote, without debate, a motion moved under Clause 11.25. A seconder is not required for such a motion.
- 11.27.** 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 11.20.
- 11.28.** 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.
- 11.29.** 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.
- 11.30.** Debate on any item of business on the agenda or transaction without notice may not continue for more than thirty (30) minutes. At the expiration of this time, the Chairperson will stop the Councillor speaking at the time and, after permitting the mover of the motion three (3) minutes right of reply, put the motion to Council to be voted on in the following form:
- Chairperson:** *"The time for debate has expired. Under Council's Code of Meeting Practice, I now invite the mover of the motion to a maximum of three minutes, right of reply, following which I will put the motion to Council for voting."*
- 11.31.** There will be rare occasions when an issue before Council is one of great importance to the whole of the Central Coast when limiting debate appears inappropriate. In these cases, a Councillor must move, prior to the

commencement of the debate, to remove the time limit on debate contained in Clause 11.30.

- 11.32.** 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.

12. Voting

Voting Entitlements of Councillors

- 12.1.** Each Councillor is entitled to one (1) vote.

(Section 370(1) of the Act)

- 12.2.** The Chairperson of a meeting of Council has, in the event of an equality of votes, a second or casting vote.

(Section 370(2) of the Act)

- 12.3.** 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

- 12.4.** A Councillor who is present at a meeting of Council but who fails to vote on a motion put to the meeting is taken to have voted against the motion.

- 12.5.** 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, Council may resolve that the voting in any election by Councillors for Mayor or Deputy Mayor is to be by secret ballot.

- 12.6.** 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

- 12.7.** The Chief Executive Officer must keep a register containing, for each planning decision made at a meeting of Council or a Council Committee (including, but not limited to a Committee of 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. (The requirements of this Clause may be satisfied by maintaining a register of the minutes of each planning decision.)

- 12.8.** 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.

- 12.9.** Clauses 12.7–12.8 apply also to meetings that are closed to the public.

(Section 375A of the Act)

13. Dealing with Items by Exception

- 13.1.** 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 with the exception of items dealing with financial matters of Council, including the Monthly Finance Report and Investment Report.
 - 13.2.** Before Council or a 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 of the 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.** Council or a 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 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 Council Meeting, Council or the Committee must resolve to alter the Order of Business in accordance with Clause 9.2.
 - 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 as having been unanimously adopted.
 - 13.7.** Councillors must ensure that they disclose and manage any conflicts of interest they may have in relation to items of business considered together under Clause 13.1 in accordance with the requirements of Council's Code of Conduct.
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14. Closure of Council Meetings to the Public

Grounds on which Meetings can be Closed to the Public

- 14.1.** Council or a Committee of 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:
 - 14.1.1. personnel matters concerning particular individuals (other than Councillors);
 - 14.1.2. the personal hardship of any resident or ratepayer;
 - 14.1.3. information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business;

- 14.1.4. 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 Council; or
 - iii. reveal a trade secret.
- 14.1.5. information that would, if disclosed, prejudice the maintenance of law;
- 14.1.6. matters affecting the security of the Council, Councillors, Council staff or Council property;
- 14.1.7. advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege;
- 14.1.8. information concerning the nature and location of a place or an item of Aboriginal significance on community land;
- 14.1.9. alleged contraventions of the Council's Code of Conduct.

(Section 10A(1) and (2) of the Act)

- 14.2.** Council or a Committee of Council may also close to the public so much of its meeting as comprises a motion to close another part of the meeting to the public.

(Section 10A(3) 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:
- 14.3.1. except for so much of the discussion as is necessary to preserve the relevant confidentiality, privilege or security; and
 - 14.3.2. 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.

(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 14.1.7 unless the advice concerns legal matters that:
- 14.4.1. are substantial issues relating to a matter in which the Council or Committee is involved, and
 - 14.4.2. are clearly identified in the advice, and
 - 14.4.3. are fully discussed in that advice.

(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.

(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:

- 14.6.1. a person may misinterpret or misunderstand the discussion; or
- 14.6.2. the discussion of the matter may:
- i. cause embarrassment to the Council or Committee concerned, or to Councillors or to staff of the Council, or
 - ii. cause a loss of confidence in the Council or Committee.

(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.

(Section 10B(5) of the Act)

Notice of Likelihood of Closure not Required in Urgent Cases

- 14.8.** Part of a meeting of Council, or of a Committee of 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 5.26 as a matter that is likely to be considered when the meeting is closed, but only if:

- 14.8.1. it becomes apparent during the discussion of a particular matter that the matter is a matter referred to in Clause 14.1; and
- 14.8.2. 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.

(Section 10C of the Act)

Representations by Members of the Public

- 14.9.** Council, or a Committee of 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.

(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.** Where the matter has been identified in the agenda of the meeting under Clause 5.26 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 the approved form. Applications must be received by 10:00 AM on the day of the Council Meeting at which the matter is to be considered.
- 14.12.** The Chief Executive Officer (or their delegate) may refuse an application made under Clause 14.11. The Chief Executive Officer or their delegate must give reasons in writing for a decision to refuse an application.
- 14.13.** No more than two (2) Speakers are to be permitted to make representations under Clause 14.9.
- 14.14.** If more than the permitted number of Speakers apply to make representations under Clause 14.9, the Chief Executive Officer 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 Chief Executive Officer or their delegate is to determine who will make representations to the Council.
- 14.15.** The Chief Executive Officer (or their delegate) is to determine the order of Speakers.
- 14.16.** Where Council or a Committee of 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 5.26 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 two (2) Speakers to make representations in such order as determined by the Chairperson.
- 14.17.** Each Speaker will be allowed three (3) minutes to make representations, and this time limit is to be strictly enforced by the Chairperson. Speakers must confine their representations to whether the meeting should be closed to the public. If a Speaker digresses to irrelevant matters, the Chairperson is to direct the Speaker not to do so. If a Speaker fails to observe a direction from the Chairperson, the Speaker will not be further heard.

Expulsion of Non-Councillors from Meetings Closed to the Public

- 14.18.** 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.

(Section 10(2)(a) or (b) of the Act)

- 14.19.** 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.

Obligations of Councillors Attending Meetings by Audio-Visual Link

- 14.20.** 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.

(Section 10A of the Act)

Information to be Disclosed in Resolutions Closing Meetings to the Public

- 14.21.** 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:

- 14.21.1. the relevant provision of section 10A(2) of the Act;
- 14.21.2. the matter that is to be discussed during the closed part of the meeting;
- 14.21.3. 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.

(Section 10D of the Act)

Resolutions Passed at Closed Meetings to be Made Public

- 14.22.** If Council passes a resolution during a Council 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.
- 14.23.** Resolutions passed during a Council Meeting, or a part of a meeting, that is closed to the public must be made public by the Chairperson under Clause 14.22 during a part of the meeting that is webcast.

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 cannot be made with respect to adherence to the principles contained in Clause 2.1.
- 15.3. 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

- 15.4. 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.
- 15.5. 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.
- 15.6. 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.
- 15.7. The Chairperson's ruling must be obeyed unless a motion dissenting from the ruling is passed.

Motions of Dissent

- 15.8. 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.
- 15.9. 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.
- 15.10. 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

- 15.11.** A Councillor commits an act of disorder if the Councillor, at a meeting of the Council or a Committee of the Council:

(Section 182 of the Regulation)

- 15.11.1. contravenes the Act, the Regulation or this Code; or
- 15.11.2. assaults or threatens to assault another Councillor or person present at the meeting; or
- 15.11.3. 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
- 15.11.4. insults, makes unfavourable personal remarks about, or imputes improper motives to any other Council official, or alleges a breach of the Council's Code of Conduct; or
- 15.11.5. says or does anything that is inconsistent with maintaining order at the meeting or is likely to bring the Council or the Committee into disrepute.

- 15.12.** The Chairperson may require a Councillor:

- 15.12.1. to apologise without reservation for an act of disorder referred to in Clauses 15.11.1, 15.11.2 or 15.11.5; or
- 15.12.2. to withdraw a motion or an amendment referred to in Clause 15.11.3 and, where appropriate, to apologise without reservation; or
- 15.12.3. to retract and apologise without reservation for any statement that constitutes an act of disorder referred to in Clauses 15.11.4 and 15.11.5.

(Section 233 of the Regulation)

How Disorder at a Meeting may be Dealt With

- 15.13.** If disorder occurs at a meeting of Council, the Chairperson may adjourn the Council Meeting for a period of not more than fifteen (15) minutes and leave the Chair. 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

- 15.14.** All Chairpersons of a Council Meeting and Committees of the Council are authorised under this Code to expel any person other than a Councillor, from a Council or Committee Meeting. Councillors may only be expelled by resolution of Council or the Committee of Council.

(Section 10(2)(b) of the Act)

- 15.15.** Clause 15.14 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.

(Section 10(2)(a) of the Act)

- 15.16.** A Councillor may be expelled from a meeting of the Council for having failed to comply with a requirement under Clause 15.12.

(Section 10(2)(a) or (b) of the Act)

- 15.17.** 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.

(Section 233(2) of the Regulation)

- 15.18.** A member of the public may be expelled from a meeting of the Council for engaging in or having engaged in disorderly conduct at the meeting.

(Section 10(2)(a) or (b) of the Act)

- 15.19.** 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.

- 15.20.** 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.

How Disorder by Councillors Attending Meetings by Audio-Visual Link May be Dealt With

- 15.21.** 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.
- 15.22.** 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

- 15.23.** 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.
- 15.24.** A person must not live stream or use an audio recorder, camera, 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.

- 15.25.** Without limiting Clause 15.18, a contravention of Clause 15.24 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 15.24, may be expelled from the Council Meeting.

(Section 10(2) of the Act)

- 15.26.** 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.

16. Conflict 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 Council at which a quorum is present is a decision of the Council.

(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 Council may not be altered or rescinded except by a motion to that effect of which notice has been given under Clause 5.14.

(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.

(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 Clause 5.14.

(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 Councillors if less than three months has elapsed since the resolution was passed, or the motion was lost.

(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 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.

(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.

(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 5.15 with the consent of all signatories to the notice of motion.

- 17.10.** It should be noted that Council does not currently have delegation to make decisions on development applications as these are made by the Local Planning Panel (**LPP**).

- 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.

(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:

17.12.1. a notice of motion signed by three Councillors is submitted to the Chairperson; and

17.12.2. a motion to have the motion considered at the meeting is passed; and

17.12.3. the Chairperson rules the business that is the subject of the motion is of great urgency on the grounds that it requires a decision by the Council before the next scheduled Ordinary Meeting of the Council.

17.13. A motion moved under Clause 17.12.2 can be moved without notice. Despite Clauses 11.20 – 11.31, only the mover of a motion referred to in Clause 17.12.2 can speak to the motion before it is put.

17.14. A motion of dissent cannot be moved against a ruling by the Chairperson under Clause 17.12.3.

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:

17.15.1. to correct any error, ambiguity or imprecision in the Council's resolution; or

17.15.2. 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 17.15.1, 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 17.15.1, 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 Clauses 11.20 – 11.31, only the mover of a motion referred to in Clause 17.15 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 Council and Committees of the Council are to conclude no later than 10:00 PM on the night of the meeting.

18.2. If the business of the Meeting is unfinished at 10:00 PM, Council or the Committee may, by resolution, extend the time of the Ordinary Meetings of Council.

- 18.3.** An extension granted under Clause 18.2 will extend the meeting time by 30 minutes with a maximum of two (2) extensions per meeting.
- 18.4.** If the business of the Meetings is unfinished at 10:30 PM and Council does not resolve to extend the Meeting, the Chairperson must either:
 - 18.4.1. defer consideration of the remaining items of business on the Agenda to the next Ordinary Meeting of Council; or
 - 18.4.2. adjourn the Meeting of Council to a time, date and place fixed by the Chairperson.
- 18.5.** Clause 18.4 does not limit the ability of Council or a Committee of the Council to resolve to adjourn a Meeting at any time. Any such resolution adjourning the Meeting must fix the time, date and place that the Meeting is to be adjourned to.
- 18.6.** Where an adjournment is made under Clause 18.4 or Clause 18.5, the Chief Executive Officer must:
 - 18.6.1. individually notify each Councillor of the time, date and place at which the Meeting will reconvene: and
 - 18.6.2. publish the time, date and place at which the Meeting will reconvene on Council's website and in such other manner that the Chief Executive Officer 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. Responsibilities – Committee of the Whole

- 19.1.** Council may resolve itself into a Committee to consider any matter before Council.
(Section 373 of the Act)
- 19.2.** All the provisions of this Code relating to meetings of Council, so far as they are applicable, extend to and govern the proceedings of Council when in Committee of the Whole, except the provisions limiting the number and duration of speeches.
(Clauses 10.20–10.32 limit the number and duration of speeches)
- 19.3.** The Chief Executive Officer or, in the absence of the Chief Executive Officer, an employee of Council designated by the Chief Executive Officer, is responsible for reporting to 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.
- 19.4.** Council must ensure that a report of the proceedings (including any recommendations of the Committee) is recorded in Council's minutes. However, Council is not taken to have adopted the report until a motion for adoption has been made and passed.

20. After the Meeting

Minutes of Meetings

- 20.1.** Council is to keep full and accurate minutes of the proceedings of meetings of the Council.

(Section 375(1) of the Act).

- 20.2.** At a minimum, the Chief Executive Officer must ensure that the following matters are recorded in the Council's minutes:

- 20.2.1. the names of Councillors attending a Council Meeting and whether they attended the meeting in person or by audio-visual link;
- 20.2.2. details of each motion moved at a Council Meeting and of any amendments moved to it;
- 20.2.3. the names of the mover and seconder of the motion or amendment;
- 20.2.4. whether the motion or amendment was passed or lost; and
- 20.2.5. such other matters specifically required under this Code.

- 20.3.** The minutes of a Council Meeting must be confirmed at a subsequent meeting of the Council.

(Section 375(2) of the Act)

- 20.4.** 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.

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

(Section 375(2) of the Act)

- 20.6.** 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.

- 20.7.** The confirmed minutes of a Council Meeting must be published on [Council's website](#). This Clause does not prevent 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

- 20.8.** Council and Committees of 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.

(Section 11(1) of the Act)

- 20.9.** Clause 20.8 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.

(Section 11(2) of the Act)

- 20.10.** Clause 20.8 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.

(Section 11(3) of the Act)

- 20.11.** Correspondence or reports to which Clauses 20.9 and 20.10 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

- 20.12.** The Chief Executive Officer is to implement, without undue delay, lawful decisions of the Council.

(Section 335(b) of the Act)

21. Council Committees

- 21.1.** This Part only applies to Committees of the Council whose members are all Councillors.

Council Committees whose Members are all Councillors

- 21.2.** Council may, by resolution, establish such Committees as it considers necessary.
- 21.3.** A Committee of Council is to consist of the Mayor and such other Councillors as are elected by the Councillors or appointed by the Council.
- 21.4.** The quorum for a meeting of a Committee of the Council is to be:
- 21.4.1. such number of members as the Council decides; or
- 21.4.2. if the Council has not decided a number – a majority of the members of the Committee.

Functions of Committees

- 21.5.** Council must specify the functions of each of its Committees when the Committee is established, but may from time to time amend those functions by resolution of Council.

Notice of Committee Meetings

- 21.6.** The Chief Executive Officer or their delegate must send to each Councillor, regardless of whether they are a Committee member, at least three days before each meeting of the Committee, a notice specifying:

21.6.1. the time, date and place of the meeting; and

21.6.2. the business proposed to be considered at the meeting.

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

Attendance at Committee Meetings

- 21.8.** A Committee member (other than the Mayor) ceases to be a member of a Committee if the Committee member:

21.8.1. has been absent from three consecutive meetings of the Committee without having given reasons acceptable to the Committee for the member's absences; or

21.8.2. 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.

- 21.9.** Clause 21.8 does not apply if all of the members of the Council are members of the Committee.

Non-Members Entitled to Attend Committee Meetings

- 21.10.** 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:

21.10.1. to give notice of business for inclusion in the agenda for the meeting; or

21.10.2. to move or second a motion at the meeting; or

21.10.3. to vote at the meeting.

Chairperson and Deputy Chairperson of Council Committees

- 21.11.** The Chairperson of each Committee of the Council must be:

21.11.1. the Mayor; or

21.11.2. if the Mayor does not wish to be the Chairperson of a Committee, a member of the Committee elected by the Council; or

21.11.3. if the Council does not elect such a member, a member of the Committee elected by the Committee.

- 21.12.** 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.

- 21.13.** 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.

- 21.14.** 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, but 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

- 21.15.** Subject to any specific requirements of this code, each Committee of Council may regulate its own procedure. The provisions of this code are to be taken to apply to all Committees of Council unless Council or the Committee determines otherwise in accordance with this Clause.
- 21.16.** 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 Council or the Committee determines otherwise in accordance with Clause 21.15.
- 21.17.** 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).

Closure of Committee Meetings to the Public

- 21.18.** The provisions of the Act and Part 14 of this Code apply to the closure of meetings of Committees of the Council to the public in the same way they apply to the closure of meetings of the Council to the public.
- 21.19.** If a Committee of the Council passes a resolution, or makes a recommendation, during a meeting, or a part of a meeting that is closed to the public, the Chairperson must make the resolution or recommendation public as soon as practicable after the meeting or part of the meeting has ended, and report the resolution or recommendation to the next meeting of the Council. The resolution or recommendation must also be recorded in the publicly available minutes of the meeting.
- 21.20.** Resolutions passed during a meeting, or a part of a meeting that is closed to the public must be made public by the Chairperson under Clause 21.19 during a part of the meeting that is webcast.

Disorder in Committee Meetings

- 21.21.** The provisions of the Act 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

- 21.22.** 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:

- 21.22.1. the names of Councillors attending a meeting and whether they attended the meeting in person or by audio-visual link;
 - 21.22.2. details of each motion moved at a meeting and of any amendments moved to it;
 - 21.22.3. the names of the mover and seconder of the motion or amendment;
 - 21.22.4. whether the motion or amendment was passed or lost; and
 - 21.22.5. such other matters specifically required under this Code.
- 21.23.** 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.
- 21.24.** The minutes of meetings of each Committee of the Council must be confirmed at a subsequent meeting of the Committee.
- 21.25.** 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.
- 21.26.** When the minutes have been confirmed, they are to be signed by the person presiding at that subsequent meeting.
- 21.27.** 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.
- 21.28.** The confirmed minutes of a meeting of a Committee of the Council must be published on Council's website. This Clause does not prevent the Council from also publishing unconfirmed minutes of meetings of Committees of Council on its website prior to their confirmation.

22. Irregularities

- 22.1.** Proceedings at a meeting of a Council or a Council Committee are not invalidated because of:
- 22.1.1. a vacancy in a civic office; or
 - 22.1.2. a failure to give notice of the meeting to any Councillor or Committee member; or
 - 22.1.3. any defect in the election or appointment of a Councillor or Committee member; or
 - 22.1.4. 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
 - 22.1.5. a failure to comply with this Code.

(Section 374 of the Act)

Records management

- 22.2.** Staff must maintain all records relevant to administering this protocol in accordance with Council's [Information and Records Management Policy](#).

23. Policy Definitions

the Act:	means the Local Government Act 1993 .
Act of Disorder:	means an 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:	means a facility that enables audio and visual communication between persons at different places.
Business Day:	means any day except Saturday or Sunday or any other day the whole or part of which is observed as a public holiday throughout New South Wales.
Chairperson:	<p>(a) in relation to a meeting of Council - means the person presiding at the meeting as provided by section 369 of the Local Government Act 1993; and Clauses 7.1 and 7.2 of this Code; and</p> <p>(b) in relation to a meeting of a Committee of the Council - means the person presiding at the meeting as provided by Clause 21.11 of this Code.</p>
Chief Executive Officer (CEO):	is the Chief Executive Officer of Central Coast Council who undertakes the functions of the General Manager under the Local Government Act 1993 , or in the absence of that person, the staff designated to act for the Chief Executive Officer. Where this Code refers to General Manager it represents Chief Executive Officer and simply reflects the legislation.
this Code	means Council's Code of Meeting Practice adopted by Council pursuant to the Local Government Act 1993 .
Committee of the Council:	means a Committee established by the Council in accordance with Clause 21.2 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 19.1.
Council Official:	has the same meaning it has in Council's Code of Conduct.
Day:	means calendar day, unless otherwise stipulated by the Act, Regulations or this Code.
Foreshadowed Amendment:	means a proposed amendment foreshadowed by a Councillor under Clause 11.18 of this Code during debate on the first amendment
Foreshadowed Motion:	means a motion foreshadowed by a Councillor under Clause 11.17 of this Code during debate on an original motion

Open Voting:	means voting on the voices or by a show of hands or by a visible electronic voting system or similar means.
Planning Decision:	means a decision made in the exercise of a function of a Council under the Environmental Planning and Assessment Act 1979 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:	means an order issued under section 438A of the Act.
Quorum:	means the minimum number of Councillors of Committee members necessary to conduct a Council Meeting.
Regulation:	means the Local Government (General) Regulation 2021 .
Webcast:	a video or audio broadcast of a meeting transmitted across the internet either concurrently with the meeting or at a later date.
Year:	means the period beginning 1 July and ending the following 30 June.

24. Policy Administration

Business Group	Corporate Services
Responsible Officer	Director Corporate Services
Associated Procedure (if any, reference document(s) number(s))	Nil
Policy Review Date	Four years from date of adoption unless legislated otherwise
File Number / Document Number	D15775526
Relevant Legislation (reference specific sections)	<p>This Policy supports Council's compliance with the following legislation:</p> <ul style="list-style-type: none"> ▪ Local Government Act 1993 (NSW) ▪ Local Government (General) Regulation 2021
Link to Community Strategic Plan	<p>Theme: Our Leadership</p> <p>LE1.2: Adhere to regulatory and compliance activities for community benefit and to drive a well-functioning organisation</p>
Related Policies / Protocols / Procedures / Documents (reference document numbers)	<ul style="list-style-type: none"> ▪ Information and Records Management Policy ▪ Code of Conduct ▪ Delegations Register

25. Policy Authorisations

No.	Authorised Function	Authorised Business Unit / Role(s)
TBA	Approve Notices of Motion and Councillor Requests for Information	Chief Executive Officer or their delegate
TBA	considers that a Notice of Motion submitted by a Councillor for consideration at an Ordinary Meeting of Council has legal, strategic, financial or policy implications	Chief Executive Officer or their delegate
TBA	Identified under Clause 5.26 business that is likely to be considered when the meeting is closed to the public.	Chief Executive Officer or their delegate

26. Policy History

Revision	Date Approved / Authority	Description Of Changes
1	September 2016	Creation of Central Coast Council Code of Meeting Practice.
2	26 July 2017	Minor amendments to update Code.
3	27 November 2017	Amendments re meeting frequency and times.
4	12 February 2018	Amendments taking into consideration feedback received.
5	24 September 2018	Additions to items resolved by exception, public speakers and time limit.
6	11 June 2019	Amended in accordance with the Model Code of Meeting Practice for Local Councils in NSW
7	28 September 2020	Amending location of where Ordinary Council meetings are held and other minor amendments to update Code.
8	27 April 2021	Amending location of where Ordinary Council meetings are held, providing for timing of meeting during Administration period and amend provision regarding publication of Agenda Paper. Restrictions as to number of Notices of Motion and Questions with Notice. Requirement for identification of source of funds for Notices of Motion and Mayoral Minutes. Requirement for consultation regarding source of funds for Notices of Motion and Mayoral Minutes. Requirement that Councillors make effort to attend pre-meeting briefings. Restriction on items that can be resolved by exception.
9	22 February 2022	Amending to reflect changes to the Model Code of Meeting Practice for NSW Councils. Amending frequency of Ordinary Council Meetings to monthly. Removal of Part 4 – Public Forums.
10	23 July 2024 Min. No. 275/24	Amending policy to incorporate in the new policy template and reinstating the provisions of the Public Forum Policy to align with the Model Code of Meeting Practice.
11	26 August 2025	Amended to reflect changes as a result of coming out of administration and having an elected body once again.

Central Coast Council Public Forum Policy

Date Adopted: XX/XX/20XX

Revision: X



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1. Policy Objectives

- 1.1.** The purpose of the Policy is to provide members of the community with the relevant process for addressing Council on items to be considered at Ordinary and Extraordinary Meetings of Council.
-

2. Policy Scope

- 2.1.** This Policy applies to any person who wishes to speak at a Public Forum.
-

3. Policy Statement

- 3.1.** Council encourages and supports the opportunity for the public to provide feedback and have input into the decision-making processes of Council. The Public Forum process seeks to:
- 3.1.1. increase transparency and assist Council in its decision-making process;
 - 3.1.2. provide an opportunity for members of the community to address Council on items of business under consideration; and
 - 3.1.3. improve communication between Council and the local community by providing enhanced access to Council.
-

4. General

Public Forums will be conducted in accordance with the following:

Frequency and structure

- 4.1.** Council may hold a Public Forum prior to each Ordinary Meeting of Council for the purpose of hearing oral submissions from members of the public on items of business to be considered at the Ordinary Council Meeting. Public Forums may also be held prior to Extraordinary Council Meetings
- 4.2.** A maximum of 30 minutes is permitted for each Public Forum.
- 4.3.** Only items on the agenda for the subsequent meeting can be discussed at the Public Forum.
- 4.4.** Public Forums are to be chaired by the Mayor or their nominee.
- 4.5.** At the start of each Public Forum, the Chairperson must inform the persons attending that:
 - 4.5.1. the Public Forum is being recorded and will be made publicly available on Council's website; and

- 4.5.2. speakers at Public Forums must comply with Council's Code of Meeting Practice and should refrain from making any defamatory statements.

Requesting to speak at a Public Forum

- 4.6. To speak at a Public Forum, a person must complete an application in the approved form in its entirety (including speaking notes) via the Public Forum Application Form available on Council's website.
- 4.7. Applications to speak at the Public Forum must be received by 12pm the day before the Public Forum and must identify the item of business on the agenda of the meeting they wish to speak on, and whether they will be speaking 'for the recommendation' (in agreement) or 'against the recommendation' (in opposition) the item.
- 4.8. A person can apply to speak on no more than two (2) items of business on the agenda of the meeting.
- 4.9. Councillors, Members of Federal and State Parliament, as well as nominated candidates at Federal, State or Local Government elections are not permitted to speak at a Public Forum.
- 4.10. Persons speaking on behalf of other persons or organisations must declare such interests prior to their presentation.
- 4.11. The Chief Executive Officer or their delegate may refuse an application to speak at a Public Forum. The Chief Executive Officer or their delegate must give reasons in writing for a decision to refuse an application.

Provision of supporting material

- 4.12. Approved speakers at the Public Forum must provide any material to be presented in support of their address, and to identify any equipment needs by midday on the day before the Public Forum. The Chief Executive Officer or their delegate may refuse to allow such material to be presented.

Limits on speakers

- 4.13. No more than eight (8) speakers are to be permitted to speak at each Public Forum.
- 4.14. No more than two (2) speakers will be permitted to speak 'for' or 'against' each item on the agenda.
- 4.15. If more than the permitted number of speakers apply to speak 'for' or 'against' any item of business, the Chief Executive Officer or their delegate may request the speakers to nominate from among themselves the persons who are to address Council on the item of business. If the speakers are not able to agree on whom to nominate to address Council, the Chief Executive Officer or their delegate is to determine who will address Council at the Public Forum.
- 4.16. If more than the permitted number of speakers apply to speak 'for' or 'against' any item of business, the Chief Executive Officer 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.

- 4.17.** Should additional speakers be authorised to address the Public Forum, speaker time limits may be altered by the Chairperson to ensure that as many speakers as authorised to speak can be heard within the 30 minute time allocated for the Public Forum.
- 4.18.** If applications to speak at a Public Forum exceed the maximum allowed in clause 4.13, the following criteria will be considered by the Chief Executive Officer (in consultation with the Mayor) to determine which speakers will be authorised to speak:
- 4.18.1. The degree of public interest in and the importance of the agenda item that is the subject of the speakers address;
 - 4.18.2. If a speaker has addressed Council previously on the same issue;
 - 4.18.3. The number of persons or organisations a speaker has authority to speak on behalf of;
 - 4.18.4. Any reputational issue relating to the speaker of which Council may be aware of;
 - 4.18.5. If a suitable address can be provided by the speaker on the subject matter within the allocated time limit due to the complexity of issues or highly technical nature of issues identified by the speaker in their application to address a forum;
 - 4.18.6. The number of speakers applying to speak on the one issue; and
 - 4.18.7. The order in which the applications were received (and whether they were completed accurately).

Conduct at the Public Forum

- 4.19.** When addressing Council, speakers at Public Forums must comply with Council's Code of Meeting Practice and all other relevant Council codes, policies and procedures. Speakers must refrain from engaging in disorderly conduct, publicly alleging breaches of Council's Code of Conduct or making other potentially defamatory statements.
- 4.20.** Speakers will address the Public Forum in the order of the agenda for the following Meeting of Council.
- 4.21.** Each speaker is limited to three (3) minutes which will be strictly enforced by the Chairperson. The Chairperson may approve a 2-minute extension of time to allow a speaker to complete their address but only if speaker numbers allow. Speakers at Public Forums must not digress from the item on the agenda of the Meeting they have applied to address 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.

- 4.22.** A Councillor (including the Chairperson) may, through the Chairperson, ask questions of a speaker following their address at a Public Forum. Questions put to a speaker must be direct, succinct and without argument.
- 4.23.** Speakers are under no obligation to answer a question put through the Chairperson. Answers by the speaker, to each question, are to be limited to one (1) minute.
- 4.24.** Speakers at Public Forums cannot ask questions of the Council, Councillors or Council Staff.
- 4.25.** The Chief Executive Officer or their nominee may, with the concurrence of the Chairperson, address Council for up to three (3) minutes in response to an address to Council at a Public Forum after the address and any subsequent questions and answers have been finalised.
- 4.26.** Where an address made at a Public Forum raises matters that require further consideration by Council staff, the Chief Executive Officer may recommend that Council defer consideration of the matter pending the preparation of a further report on the matters.
- 4.27.** If the Chairperson considers that a speaker at a Public Forum has engaged in conduct of the type referred to in Clause 4.19, 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.
- 4.28.** Clause 4.27 does not limit the ability of the Chairperson to deal with disorderly conduct by speakers at Public Forums in accordance with the provisions of the Code of Meeting Practice, including the expulsion of the speaker from the meeting.
- 4.29.** Where a speaker engages in conduct of the type referred to in Clause 4.19, the Chief Executive Officer or their delegate may refuse further applications from that person to speak at a Public Forum for such a period as the Chief Executive Officer or their delegate considers appropriate.
- 4.30.** 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 do so at a Council or Committee Meeting. Council is to maintain a written record of all conflict of interest declarations made at Public Forums and how the conflict of interest was managed by the Councillor who made the declaration.

Webcasting

- 4.31.** Public Forums will be webcast and made publicly available on Council's website.
- 4.32.** By attending a Public Forum, speakers and other persons consent to an audio-visual broadcast of their address being included in the webcast of the Meeting, transmitted across the internet either concurrently with the Meeting or at a later time.

- 4.33. Speakers at public forum must be present at the meeting and cannot address public forum via audio visual link.

5. Responsibilities

Compliance, monitoring and review

- 5.1. Suspected breaches or misuse of this Policy are to be reported to the Chief Executive Officer. Alleged breaches of this Policy will be dealt with in accordance with the procedures outlined above, the Code of Meeting Practice and the processes outlined for breaches of the Code of Conduct.

Records management

- 5.2. Staff must maintain all records relevant to administering this Policy in accordance with Council's Information and Records Management Policy and the *State Records Act 1998*.

6. Policy Definitions

Chairperson	(a) in relation to a meeting of Council - means the person presiding at the meeting as provided by section 369 of the <i>Local Government Act 1993</i> ; and Clauses 6.1 and 6.2 of the Code of Meeting Practice; and (b) in relation to a meeting of a Committee of the Council - means the person presiding at the meeting as provided by Clause 20.11 of the Code of Meeting Practice.
Chief Executive Officer (CEO)	is the Chief Executive Officer of Central Coast Council who undertakes the functions of the General Manager under the <i>Local Government Act 1993</i> , or in the absence of that person, the Staff designated to act for the Chief Executive Officer. Where this Code refers to General Manager, it represents Chief Executive Officer and simply reflects the legislation.
Code of Meeting Practice	means Council's Code of Meeting Practice adopted by Council pursuant to the <i>Local Government Act 1993</i> .
Committee of the Council	means a Committee established by the Council in accordance with the Code of Meeting Practice (being a Committee consisting only of Councillors) or the Council when it has resolved itself into Committee of the Whole under the Code of Meeting Practice
Council Official	has the same meaning it has in Council's Code of Conduct
Day	means calendar day, unless otherwise stipulated by the Act, Regulations or this Code.

Webcast	means an audio-visual broadcast of a meeting transmitted across the internet either concurrently with the Meeting or at a later time.
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7. Policy Administration

Business Group	Corporate Services
Responsible Officer	Unit Manager Governance Risk and Legal
Associated Procedure (if any, reference document(s) number(s))	Nil
Policy Review Date	Four years from date of adoption unless legislated otherwise
File Number / Document Number	D15975479
Relevant Legislation (reference specific sections)	<p>This Policy supports Council's compliance with the following legislation:</p> <ul style="list-style-type: none"> ▪ <i>Local Government Act 1993</i> ▪ <i>Local Government (General) Regulation 2021</i> ▪ <i>State Records Act 1998</i>
Link to Community Strategic Plan	<p>Theme: Our Leadership</p> <p>LE1.2: Adhere to regulatory and compliance activities for community benefit and to drive a well-functioning organisation</p>
Related Policies / Protocols / Procedures / Documents (reference document numbers)	<ul style="list-style-type: none"> ▪ Code of Conduct ▪ Procedures for the Administration of the Code of Conduct ▪ Code of Meeting Practice ▪ Councillor and Staff Interaction Policy ▪ Information and Records Management Policy

8. Policy Authorisations

No.	Authorised Function	Authorised Business Unit / Role(s)
TBA	Refuse applications to speak at a Public Forum	Chief Executive Officer or their delegate

9. Policy History

Revision	Date Approved / Authority	Description Of Changes
1	22 February 2022 Minute No. 27/22	Public Forum provisions removed from Council's Code of Meeting Practice to create a stand-alone policy.
2	26 August 2025	Updated to provide greater clarity of process, minor wording changes, added into new template and formatting.

Formal GIPA Applications – 2020/21

Table A: Number of applications by type of applicant and outcome*

	Access granted in full	Access granted in part	Access refused in full	Information not held	Information already available	Refuse to deal with application	Refuse to confirm / deny whether information is held	Application withdrawn
Media	0	0	0	0	0	0	0	0
Members of Parliament	0	0	0	0	0	0	0	0
Private sector business	5	2	0	0	0	0	0	0
Not for profit organisations or community groups	0	0	0	0	0	0	0	0
Members of the public (Legal Representatives)	16	6	0	4	1	1	0	0
Members of the public (Other)	46	25	0	5	1	4	0	32

*More than one decision can be made in respect of a particular access application. If so, a recording must be made in relation to each such decision. This also applies to Table B.

Table B: Number of applications by type of application and outcome

	Access granted in full	Access granted in part	Access refused in full	Information not held	Information already available	Refuse to deal with application	Refuse to confirm / deny whether information is held	Application withdrawn
Personal information applications*	2	0	0	0	0	2	0	0
Access applications (other than personal information applications)	40	23	0	9	2	2	0	2
Access applications that are partly personal information applications and partly other	15	12	0	3	0	3	0	1

*A personal information application is an access application for personal information (as defined in clause 4 of Schedule 4 to the Act) about the applicant (the applicant being an individual)

Table C: Invalid applications

Reason for invalidity	Number of applications
Application does not comply with formal requirements (Section 41 of the Act)	0
Application is for excluded information of the agency (Section 43 of the Act)	0
Application contravenes restraint order (Section 110 of the Act)	0
Total number of invalid applications received	0
Invalid applications that subsequently became valid applications	0

Table D: Conclusive presumption of overriding public interest against disclosure: matters listed in Schedule 1 to Act

Consideration	Number of times consideration used*
Overriding secrecy laws	0
Cabinet information	0
Executive Council information	1
Contempt	0
Legal professional privilege	0
Excluded information	0
Documents affecting law enforcement and public safety	0
Transport safety	0
Adoption	0
Care and protection of children	0
Ministerial code of conduct	0
Aboriginal and environmental heritage	0

Table D: Conclusive presumption of overriding public interest against disclosure: matters listed in Schedule 1 to Act

Consideration	Number of times consideration used*
Information about complaints to Judicial Commission	0
Information about authorised transactions under Electricity Network Assets (Authorised Transactions) Act 2015	0
Information about authorised transaction under Land and Property Information NSW (Authorised Transaction) Act 2016	0

*More than one public interest consideration may apply in relation to a particular access application and, if so, each such consideration is to be recorded (but only once per application). This also applies in relation to Table E.

Table E: Other public interest considerations against disclosure: matters listed in table to Section 14 of the Act

Consideration	Number of occasions when application not successful
Responsible and effective government	0
Law enforcement and security	0
Individual rights, judicial processes and natural justice	0
Business interests of agencies and other persons	0
Environment, culture, economy and general matters	0
Secrecy provisions	0
Exempt documents under interstate Freedom of Information legislation	0

Table F: Timeliness

Timeframe	Number of applications
Decided within the statutory timeframe (20 days plus any extensions)	115
Decided after 35 days (by agreement with applicant)	11
Not decided within time (deemed refusal)	0
Total	126

Table G: Number of applications reviewed under Part 5 of the Act (by type of review and outcome)

Review Type	Decision varied	Decision upheld	Total
Internal Review	4	1	5
Review by Information Commissioner	1	3	4
Internal review following recommendation under Section 93 of Act	1	0	1
Review by NCAT	0	1	1
Total	6	5	11

**The Information Commissioner does not have the authority to vary decisions but can make recommendations to the original decision-maker. The data in this case indicates that a recommendation to vary or uphold the original decision has been made by the Information Commissioner.*

Table H: Applications for review under Part 5 of the Act (by type of applicant)

Applicant Type	Number of applications for review
Applications by access applicants	6
Applications by persons to whom information the subject of access application relates (see section 54 of the Act)	0

Table I: Applications transferred to other agencies under Division 2 of Part 4 of the Act (by type transfer)

Transfer Type	Number of applications transferred
Agency-initiated transfers	0
Applicant-initiated transfers	0

Formal GIPA Applications – 2021/22

Table A: Number of applications by type of applicant and outcome*								
	Access granted in full	Access granted in part	Access refused in full	Information not held	Information already available	Refuse to deal with application	Refuse to confirm / deny whether information is held	Application withdrawn
Media	0	0	0	0	0	0	0	0
Members of Parliament	0	0	0	0	0	0	0	0
Private sector business	1	6	0	0	0	0	0	0
Not for profit organisations or community groups	1	0	1	0	0	0	0	0
Members of the public (Legal Representatives)	10	14	1	1	0	3	0	1
Members of the public (Other)	43	27	5	3	1	2	0	1

*More than one decision can be made in respect of a particular access application. If so, a recording must be made in relation to each such decision. This also applies to Table B.

Table B: Number of applications by type of application and outcome								
	Access granted in full	Access granted in part	Access refused in full	Information not held	Information already available	Refuse to deal with application	Refuse to confirm / deny whether information is held	Application withdrawn
Personal information applications*	2	0	0	0	0	1	0	0
Access applications (other than personal information applications)	51	47	5	4	1	2	0	1
Access applications that are partly personal information applications and partly other	2	0	0	0	0	2	0	1

*A personal information application is an access application for personal information (as defined in clause 4 of Schedule 4 to the Act) about the applicant (the applicant being an individual)

Table C: Invalid applications

Reason for invalidity	Number of applications
Application does not comply with formal requirements (Section 41 of the Act)	0
Application is for excluded information of the agency (Section 43 of the Act)	0
Application contravenes restraint order (Section 110 of the Act)	0
Total number of invalid applications received	0
Invalid applications that subsequently became valid applications	0

Table D: Conclusive presumption of overriding public interest against disclosure: matters listed in Schedule 1 to Act

Consideration	Number of times consideration used*
Overriding secrecy laws	0
Cabinet information	0
Executive Council information	0
Contempt	0
Legal professional privilege	0
Excluded information	0
Documents affecting law enforcement and public safety	0
Transport safety	0
Adoption	0
Care and protection of children	0
Ministerial code of conduct	0
Aboriginal and environmental heritage	0
Information about complaints to Judicial Commission	0
Information about authorised transactions under Electricity Network Assets (Authorised Transactions) Act 2015	0

Table D: Conclusive presumption of overriding public interest against disclosure: matters listed in Schedule 1 to Act

Consideration	Number of times consideration used*
Information about authorised transaction under Land and Property Information NSW (Authorised Transaction) Act 2016	0

*More than one public interest consideration may apply in relation to a particular access application and, if so, each such consideration is to be recorded (but only once per application). This also applies in relation to Table E.

Table E: Other public interest considerations against disclosure: matters listed in table to Section 14 of the Act

Consideration	Number of occasions when application not successful
Responsible and effective government	2
Law enforcement and security	0
Individual rights, judicial processes and natural justice	13
Business interests of agencies and other persons	8
Environment, culture, economy and general matters	0
Secrecy provisions	0
Exempt documents under interstate Freedom of Information legislation	0

Table F: Timeliness

Timeframe	Number of applications
Decided within the statutory timeframe (20 days plus any extensions)	114
Decided after 35 days (by agreement with applicant)	20
Not decided within time (deemed refusal)	0
Total	134

Table G: Number of applications reviewed under Part 5 of the Act (by type of review and outcome)

Review Type	Decision varied	Decision upheld	Total
Internal Review	0	2	2
Review by Information Commissioner	0	0	0
Internal review following recommendation under Section 93 of Act	0	0	0
Review by NCAT	0	0	0
Total	0	2	2

**The Information Commissioner does not have the authority to vary decisions but can make recommendations to the original decision-maker. The data in this case indicates that a recommendation to vary or uphold the original decision has been made by the Information Commissioner.*

Table H: Applications for review under Part 5 of the Act (by type of applicant)

Applicant Type	Number of applications for review
Applications by access applicants	0
Applications by persons to whom information the subject of access application relates (see section 54 of the Act)	0

Table I: Applications transferred to other agencies under Division 2 of Part 4 of the Act (by type transfer)

Transfer Type	Number of applications transferred
Agency-initiated transfers	0
Applicant-initiated transfers	0

Formal GIPA Applications – 2022/23

Table A: Number of applications by type of applicant and outcome*								
	Access granted in full	Access granted in part	Access refused in full	Information not held	Information already available	Refuse to deal with application	Refuse to confirm / deny whether information is held	Application withdrawn
Media	0	0	0	0	0	0	0	0
Members of Parliament	0	0	0	0	0	0	0	0
Private sector business	15	4	0	0	0	0	0	0
Not for profit organisations or community groups	1	0	0	1	0	0	0	0
Members of the public (Legal Representatives)	19	3	0	3	0	0	0	0
Members of the public (Other)	66	18	0	5	0	0	0	3
Total	101	25	0	9	0	0	0	3
% of Total	73%	18%	0%	7%	0%	0%	0%	2%

*More than one decision can be made in respect of a particular access application. If so, a recording must be made in relation to each such decision. This also applies to Table B.

Table B: Number of applications by type of application and outcome								
	Access granted in full	Access granted in part	Access refused in full	Information not held	Information already available	Refuse to deal with application	Refuse to confirm / deny whether information is held	Application withdrawn
Personal information applications*	4	0	0	0	0	0	0	0
Access applications (other than personal information applications)	93	23	0	9	0	0	0	2

Table B: Number of applications by type of application and outcome

	Access granted in full	Access granted in part	Access refused in full	Information not held	Information already available	Refuse to deal with application	Refuse to confirm /deny whether information is held	Application withdrawn
Access applications that are partly personal information applications and partly other	4	2	0	0	0	0	0	1
Total	101	25	0	9	0	0	0	3
% of Total	73%	18%	0%	7%	0%	0%	0%	2%

*A personal information application is an access application for personal information (as defined in clause 4 of Schedule 4 to the Act) about the applicant (the applicant being an individual)

Table C: Invalid applications

Reason for invalidity	Number of applications
Application does not comply with formal requirements (Section 41 of the Act)	54
Application is for excluded information of the agency (Section 43 of the Act)	0
Application contravenes restraint order (Section 110 of the Act)	0
Total number of invalid applications received	54
Invalid applications that subsequently became valid applications	48

Table D: Conclusive presumption of overriding public interest against disclosure: matters listed in Schedule 1 to Act

Consideration	Number of times consideration used*
Overriding secrecy laws	0
Cabinet information	0
Executive Council information	0

Table D: Conclusive presumption of overriding public interest against disclosure: matters listed in Schedule 1 to Act

Consideration	Number of times consideration used*
Contempt	0
Legal professional privilege	0
Excluded information	0
Documents affecting law enforcement and public safety	0
Transport safety	0
Adoption	0
Care and protection of children	0
Ministerial code of conduct	0
Aboriginal and environmental heritage	0
Privilege generally – Sch 1(5A)	0
Information provided to High Risk Offenders Assessment Committee	0
Total	0

*More than one public interest consideration may apply in relation to a particular access application and, if so, each such consideration is to be recorded (but only once per application). This also applies in relation to Table E.

Table E: Other public interest considerations against disclosure: matters listed in table to Section 14 of the Act

Consideration	Number of occasions consideration used
Responsible and effective government	2
Law enforcement and security	1
Individual rights, judicial processes and natural justice	5
Business interests of agencies and other persons	18
Environment, culture, economy and general matters	0

Table E: Other public interest considerations against disclosure: matters listed in table to Section 14 of the Act

Consideration	Number of occasions consideration used
Secrecy provisions	0
Exempt documents under interstate Freedom of Information legislation	0
Total	26

Table F: Timeliness

Timeframe	Number of applications
Decided within the statutory timeframe (20 days plus any extensions)	137
Decided after 35 days (by agreement with applicant)	7
Not decided within time (deemed refusal)	0
Total	144

Table G: Number of applications reviewed under Part 5 of the Act (by type of review and outcome)

Review Type	Decision varied	Decision upheld	Total
Internal Review	0	1	1
Review by Information Commissioner*	2	1	3
Internal review following recommendation under Section 93 of Act	1	0	1
Review by NCAT	0	0	0
Total	3	2	5
% of Total	60%	40%	

*The Information Commissioner does not have the authority to vary decisions but can make recommendations to the original decision-maker. The data in this case indicates that a recommendation to vary or uphold the original decision has been made by the Information Commissioner.

Table H: Applications for review under Part 5 of the Act (by type of applicant)

Applicant Type	Number of applications for review
Applications by access applicants	4
Applications by persons to whom information the subject of access application relates (see section 54 of the Act)	1
Total	5

Table I: Applications transferred to other agencies under Division 2 of Part 4 of the Act (by type transfer)

Transfer Type	Number of applications transferred
Agency-initiated transfers	0
Applicant-initiated transfers	0
Total	0

Formal GIPA Applications – 2023/24

Table A: Number of applications by type of applicant and outcome*								
	Access granted in full	Access granted in part	Access refused in full	Information not held	Information already available	Refuse to deal with application	Refuse to confirm / deny whether information is held	Application withdrawn
Media	0	0	0	0	0	0	0	0
Members of Parliament	0	0	0	0	0	0	0	0
Private sector business	22	7	1	2	0	0	0	0
Not for profit organisations or community groups	3	0	0	0	0	0	0	0
Members of the public (Legal Representatives)	13	6	0	2	1	1	0	1
Members of the public (Other)	39	19	8	2	3	1	0	2
Total	77	32	9	6	4	2	0	3
% of Total	57.89	24.06	6.77	4.51	3.01	1.50	0.00	2.26

*More than one decision can be made in respect of a particular access application. If so, a recording must be made in relation to each such decision. This also applies to Table B.

Table B: Number of applications by type of application and outcome								
	Access granted in full	Access granted in part	Access refused in full	Information not held	Information already available	Refuse to deal with application	Refuse to confirm / deny whether information is held	Application withdrawn
Personal information applications*	10	3	2	1	0	0	0	0
Access applications (other than personal information applications)	53	19	7	2	2	1	0	3

Table B: Number of applications by type of application and outcome

	Access granted in full	Access granted in part	Access refused in full	Information not held	Information already available	Refuse to deal with application	Refuse to confirm / deny whether information is held	Application withdrawn
Access applications that are partly personal information applications and partly other	14	10	0	3	2	1	0	0
Total	77	32	9	6	4	2	0	3
% of Total	57.89	24.06	6.77	4.51	3.01	1.50	0.00	2.26

*A personal information application is an access application for personal information (as defined in clause 4 of Schedule 4 to the Act) about the applicant (the applicant being an individual)

Table C: Invalid applications

Reason for invalidity	Number of applications
Application does not comply with formal requirements (Section 41 of the Act)	76
Application is for excluded information of the agency (Section 43 of the Act)	0
Application contravenes restraint order (Section 110 of the Act)	0
Total number of invalid applications received	76
Invalid applications that subsequently became valid applications	75

Table D: Conclusive presumption of overriding public interest against disclosure: matters listed in Schedule 1 to Act

Consideration	Number of times consideration used*
Overriding secrecy laws	0
Cabinet information	0
Executive Council information	0
Contempt	0

Table D: Conclusive presumption of overriding public interest against disclosure: matters listed in Schedule 1 to Act

Consideration	Number of times consideration used*
Legal professional privilege	1
Excluded information	0
Documents affecting law enforcement and public safety	0
Transport safety	0
Adoption	0
Care and protection of children	0
Ministerial code of conduct	0
Aboriginal and environmental heritage	0
Privilege generally – Sch 1(5A)	1
Information provided to High Risk Offenders Assessment Committee	0
Total	2

*More than one public interest consideration may apply in relation to a particular access application and, if so, each such consideration is to be recorded (but only once per application). This also applies in relation to Table E.

Table E: Other public interest considerations against disclosure: matters listed in table to Section 14 of the Act

Consideration	Number of occasions consideration used
Responsible and effective government	1
Law enforcement and security	1
Individual rights, judicial processes and natural justice	32
Business interests of agencies and other persons	9
Environment, culture, economy and general matters	0
Secrecy provisions	0

Table E: Other public interest considerations against disclosure: matters listed in table to Section 14 of the Act

Consideration	Number of occasions consideration used
Exempt documents under interstate Freedom of Information legislation	0
Total	43

Table F: Timeliness

Timeframe	Number of applications
Decided within the statutory timeframe (20 days plus any extensions)	99
Decided after 35 days (by agreement with applicant)	22
Not decided within time (deemed refusal)	0
Total	121

Table G: Number of applications reviewed under Part 5 of the Act (by type of review and outcome)

Review Type	Decision varied	Decision upheld	Total
Internal Review	2	1	3
Review by Information Commissioner*	2	1	3
Internal review following recommendation under Section 93 of Act	0	0	0
Review by NCAT	0	0	0
Total	4	2	6
% of Total	66.67%	33.33%	100.00%

*The Information Commissioner does not have the authority to vary decisions but can make recommendations to the original decision-maker. The data in this case indicates that a recommendation to vary or uphold the original decision has been made by the Information Commissioner.

Table H: Applications for review under Part 5 of the Act (by type of applicant)

Applicant Type	Number of applications for review
Applications by access applicants	4
Applications by persons to whom information the subject of access application relates (see section 54 of the Act)	2
Total	6

Table I: Applications transferred to other agencies under Division 2 of Part 4 of the Act (by type transfer)

Transfer Type	Number of applications transferred
Agency-initiated transfers	0
Applicant-initiated transfers	0
Total	0

Formal GIPA Applications – 2024/25

Table A: Number of applications by type of applicant and outcome*								
	Access granted in full	Access granted in part	Access refused in full	Information not held	Information already available	Refuse to deal with application	Refuse to confirm / deny whether information is held	Application withdrawn
Media	0	0	0	0	0	0	0	0
Members of Parliament	0	0	0	0	0	0	0	0
Private sector business	50	20	1	4	0	2	0	1
Not for profit organisations or community groups	1	2	0	0	0	0	0	0
Members of the public (Legal Representatives)	1	1	0	0	0	0	0	0
Members of the public (Other)	67	30	4	2	0	4	0	1
Total	119	53	5	6	0	6	0	2
% of Total	62.30	27.75	2.62	3.14	0	3.14	0	1.05

*More than one decision can be made in respect of a particular access application. If so, a recording must be made in relation to each such decision. This also applies to Table B.

Table B: Number of applications by type of application and outcome								
	Access granted in full	Access granted in part	Access refused in full	Information not held	Information already available	Refuse to deal with application	Refuse to confirm / deny whether information is held	Application withdrawn
Personal information applications*	0	0	0	0	0	1	0	0
Access applications (other than personal information applications)	119	52	5	6	0	5	0	2

Table B: Number of applications by type of application and outcome

	Access granted in full	Access granted in part	Access refused in full	Information not held	Information already available	Refuse to deal with application	Refuse to confirm /deny whether information is held	Application withdrawn
Access applications that are partly personal information applications and partly other	0	1	0	0	0	0	0	0
Total	119	53	5	6	0	6	0	2
% of Total	62.30	27.75	2.62	3.14	0	3.14	0	1.05

Table C: Invalid applications

Reason for invalidity	Number of applications
Application does not comply with formal requirements (Section 41 of the Act)	10
Application is for excluded information of the agency (Section 43 of the Act)	0
Application contravenes restraint order (Section 110 of the Act)	0
Total number of invalid applications received	10
Invalid applications that subsequently became valid applications	10

Table D: Conclusive presumption of overriding public interest against disclosure: matters listed in Schedule 1 to Act

Consideration	Number of times consideration used*
Overriding secrecy laws	0
Cabinet information	0
Executive Council information	0
Contempt	0

Table D: Conclusive presumption of overriding public interest against disclosure: matters listed in Schedule 1 to Act

Consideration	Number of times consideration used*
Legal professional privilege	0
Excluded information	0
Documents affecting law enforcement and public safety	0
Transport safety	0
Adoption	0
Care and protection of children	0
Ministerial code of conduct	0
Aboriginal and environmental heritage	0
Privilege generally – Sch 1(5A)	0
Information provided to High Risk Offenders Assessment Committee	0
Total	0

*More than one public interest consideration may apply in relation to a particular access application and, if so, each such consideration is to be recorded (but only once per application). This also applies in relation to Table E.

Table E: Other public interest considerations against disclosure: matters listed in table to Section 14 of the Act

Consideration	Number of occasions consideration used
Responsible and effective government	13
Law enforcement and security	0
Individual rights, judicial processes and natural justice	38
Business interests of agencies and other persons	15
Environment, culture, economy and general matters	1
Secrecy provisions	0

Table E: Other public interest considerations against disclosure: matters listed in table to Section 14 of the Act

Consideration	Number of occasions consideration used
Exempt documents under interstate Freedom of Information legislation	0
Total	67

Table F: Timeliness

Timeframe	Number of applications
Decided within the statutory timeframe (20 days plus any extensions)	163
Decided after 35 days (by agreement with applicant)	16
Not decided within time (deemed refusal)	1
Total	180

Table G: Number of applications reviewed under Part 5 of the Act (by type of review and outcome)

Review Type	Decision varied	Decision upheld	Total
Internal Review	3	2	5
Review by Information Commissioner*	1	1	2
Internal review following recommendation under Section 93 of Act	0	0	0
Review by NCAT	0	0	0
Total	4	3	7
% of Total	57.14	42.86	100

*The Information Commissioner does not have the authority to vary decisions but can make recommendations to the original decision-maker. The data in this case indicates that a recommendation to vary or uphold the original decision has been made by the Information Commissioner.

Table H: Applications for review under Part 5 of the Act (by type of applicant)

Applicant Type	Number of applications for review
Applications by access applicants	9
Applications by persons to whom information the subject of access application relates (see section 54 of the Act)	0
Total	9

Table I: Applications transferred to other agencies under Division 2 of Part 4 of the Act (by type transfer)

Transfer Type	Number of applications transferred
Agency-initiated transfers	0
Applicant-initiated transfers	0
Total	0

Central Coast Council

Water and Sewer Concessions and Rebate Policy

Date Adopted: xx/xx/2025
Revision: 12



DRAFT

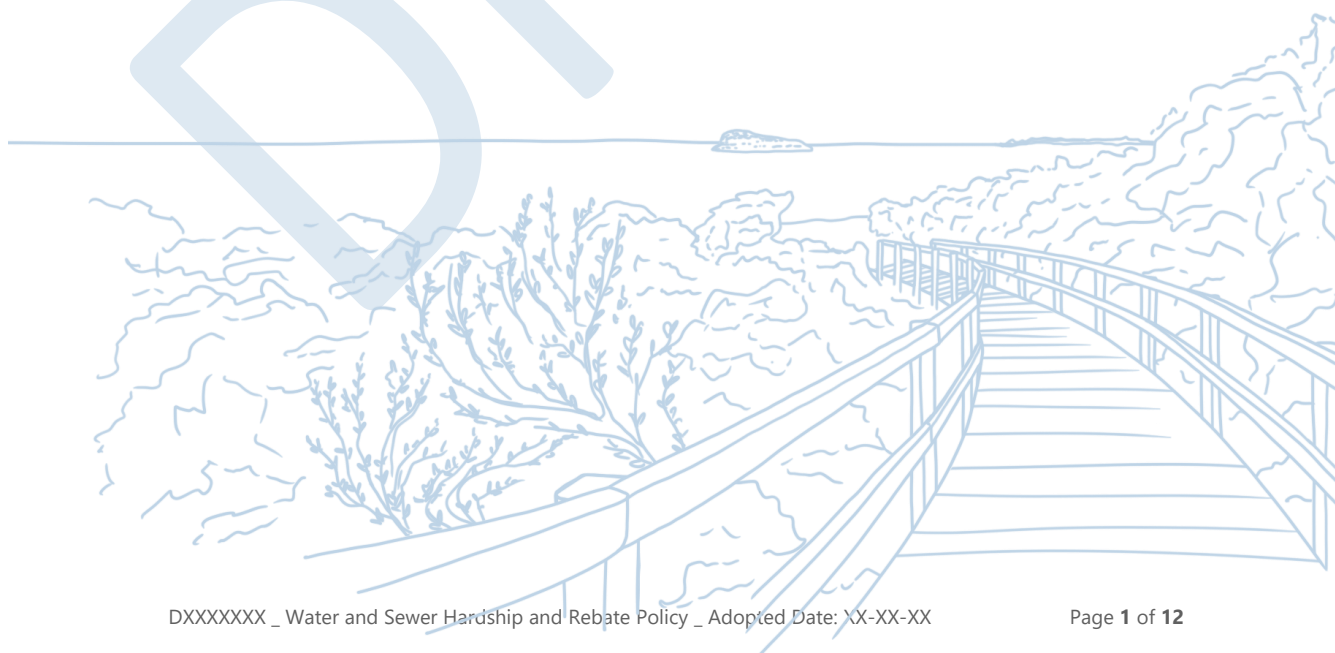


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1. Policy Objectives

- 1.1. This policy establishes a framework for financial relief and rebates to eligible residential customers of Central Coast Council (Council) who are experiencing financial hardship due to essential water usage, connection costs, or concealed leaks. This policy is distinct from Council's Hardship and Debt Recovery Policy, as it focuses solely on water and sewer-related financial support (e.g. concealed leaks and sewerage connection costs). Broader hardship relating to rates and charges is handled separately under that policy.
 - 1.2. This framework allows Council to provide a consistent and fair approach when assessing rebate applications and support financially vulnerable customers, whilst maintaining the sustainability of Council's water and sewer services.
-

2. Policy Scope

- 2.1. This policy applies to:
 - 2.1.1. Residential customers of Council who meet the criteria outlined in this policy.
 - 2.1.2. Customers using water for dialysis medical treatment.
 - 2.1.3. Property owners connecting to Council's sewerage system.
 - 2.1.4. Customers who experience excessive water bills due to concealed leaks.
 - 2.2. This policy does not apply to:
 - 2.2.1. Commercial properties, with the exception of the circumstances outlined in this policy.
 - 2.2.2. Properties where water leaks result from negligence, faulty fixtures, irrigation systems, swimming pools, or appliances.
 - 2.2.3. Water or sewerage service charges.
-

3. Policy Statement

- 3.1. Council recognises that there are genuine cases of financial hardship where customers find it difficult to meet their commitments to pay rates, charges and other fees associated with water usage, and is committed to providing appropriate support to those customers.
- 3.2. Council provides water and sewer services under the *Local Government Act 1993* (NSW) and relies on rates and charges to fund facilities and to ensure a continuous service to our community.
- 3.3. Council recognises that payment options for connecting a property to the Council's water and sewerage system need to consider individual cases where genuine financial hardship may arise.

- 3.4. This policy establishes guidelines for the assessment of these applications, applying the principles of social justice, fairness, integrity, appropriate confidentiality, and compliance with statutory requirements.
 - 3.5. Council may conduct annual reviews to ensure ongoing compliance with the eligibility criteria outlined in this policy.
 - 3.6. Concessions provided under this policy will remain valid only for the period during which the eligibility conditions are met.
 - 3.7. Applications that do not fully comply with this policy or applications that request concessions beyond the provisions of this policy, may be reviewed by the Chief Financial Officer for consideration.
-

4. Home Dialysis Concessions

- 4.1. Eligible customers undergoing home dialysis treatment may receive a concession for increased water usage.
 - 4.2. Concessions are linked to the meter assigned to the address of the customer. If the customer changes address during this time, it is the responsibility of the customer to update Council with the new address.
 - 4.3. Allowances are granted based on daily water usage limits.
 - 4.3.1. **Haemodialysis patients:** Up to 500 litres per day.
 - 4.3.2. **Nocturnal haemodialysis patients:** Up to 1000 litres per day.
 - 4.3.3. **Peritoneal dialysis patients:** Up to 1000 litres per day.
 - 4.4. Concessions will remain valid for the period during which the eligibility conditions are met and are subject to annual review.
 - 4.5. Council will only consider applications for concessions if the following criteria are met:
 - 4.5.1. Applications must be made in writing.
 - 4.5.2. Applications must be supported with a letter from the NSW Local Area Health Service, a renal physician, or a registered dialysis centre confirming that the patient is undergoing home haemodialysis or peritoneal dialysis treatment. The letter must include the patient's name and permanent address.
 - 4.6. The application may be submitted by the NSW Local Area Health Service, renal physician, or a registered dialysis centre. The letter must provide the same details.
-

5. Financial Assistance for Sewerage Connection – payment by instalments.

- 5.1. Eligible customers may pay for a sewer connection by annual instalments. These are determined in accordance with clause 2 of Schedule 2 of IPART's determination titled "Maximum prices for connecting, or upgrading a connection, to a water supply, sewerage, or drainage system Sydney Water, Hunter Water and Central Coast Council" (October 2018), or any determination by IPART which replaces that determination.
- 5.2. The instalments will be calculated on the basis of a 20-year payment period.
- 5.3. If an applicant fails to make payments in accordance with the agreed repayment schedule, Council reserves the right to terminate assistance under this program. Upon termination, the full outstanding balance will become immediately due and payable.
- 5.4. In accordance with s.566 of the Local Government Act 1993 (NSW) Council charges interest on all rates and charges which remain unpaid after they become due and payable.
- 5.5. The outstanding amount remains a charge on the land to which the connection is provided, in accordance with section 550 of the Local Government Act 1993 (NSW). This charge will be noted on any certificate issued under section 603 of the same Act. The debt is secured against the property, meaning that if the property is sold, any outstanding balance must be paid in full at settlement—regardless of whether the purchaser is eligible for assistance under this policy.
- 5.6. To be eligible for assistance the person/persons must be:
 - 5.6.1. The owner/owners of an unconnected property subject to the residential sewage charge; **and**.
 - 5.6.2. Be a pensioner/pensioners holding a valid concession card; **or**.
 - 5.6.3. Be assessed by Council as experiencing financial hardship which warrants Council's assistance; **or**.
 - 5.6.4. Have received a Final Notice to Connect from Council.

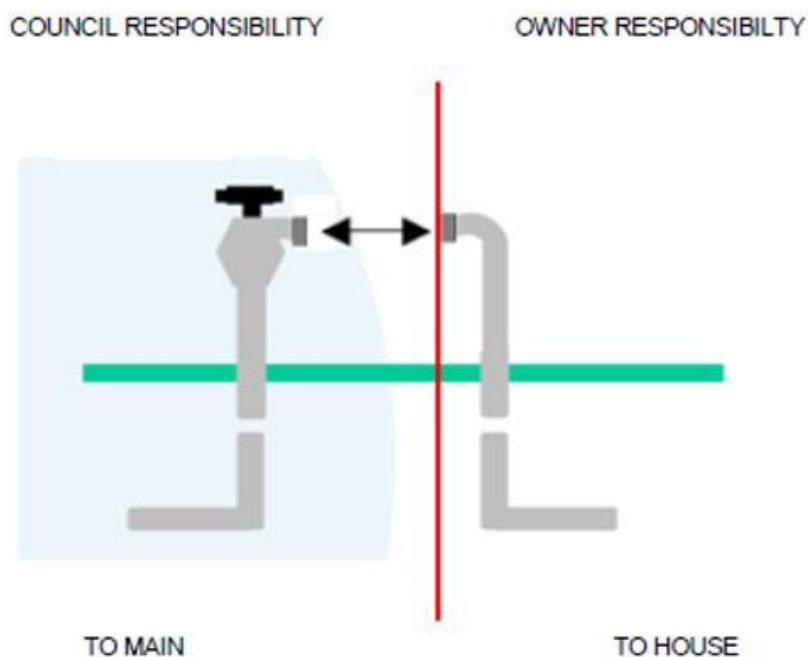
Final Notice to Connect and/or Individuals Experiencing Financial Hardship

- 5.7. A person requesting financial assistance due to hardship must submit an application for an agreement to pay to connect to the sewer by instalments. The application must include a minimum of two recent quotations from licensed plumbers detailing the cost of connection.
- 5.8. Financial hardship must be confirmed by a letter from a recognised financial counsellor, including an affordability assessment to support the proposed instalment terms.
- 5.9. If you are in receipt of a Final Notice to Connect to the sewer, please ensure it is included with your financial hardship documentation.

- 5.10. If deemed eligible, the designated Council officer will discuss the instalment payment terms with the applicant.
 - 5.11. The designated Council officer will create an instalment payment schedule, which will be attached to a legal agreement. This agreement will also provide that the outstanding amount is a charge on the land to which the connection is provided under s.550 of the *Local Government Act 1993*. This agreement must be signed by the applicant, their witness, and the designated Council officer. The agreement will be registered as a legal document, with a copy provided to the applicant.
 - 5.12. The debtor register will be updated, and the information will be linked to the change/rate file.
-

6. Concealed Leak Financial Assistance – Water Usage Charges

- 6.1. A concealed leak is a water leak on private property that is:
 - 6.1.1. Hidden from view, typically underground.
 - 6.1.2. Not detectable by visual inspection, with no obvious signs of water leaking.
 - 6.1.3. Not detectable by audible water rushing through pipes when water is not in use.
- 6.2. A leak is not considered concealed if:
 - 6.2.1. Water is visible, such as coming from the ground or under a driveway.
 - 6.2.2. A plumber has difficulty locating the exact site of a leak.
 - 6.2.3. It occurs in paddocks, yards, or gardens where signs such as lush grass or boggy ground indicate a leak.
 - 6.2.4. The customer has not noticed the leak simply because they have not checked for it.
 - 6.2.5. There is water loss from faulty fixtures (e.g. hot water services, taps, toilet cisterns, or appliances such as dishwashers).
- 6.3. Customers with metered water supplies are responsible for managing the water supply on their property, starting from the property side of the water meter. This includes maintaining and repairing all water services within the property.



- 6.4. Council has no obligation to provide financial assistance to customers impacted by leaks on their property. Property owners must take all reasonable steps to maintain their water infrastructure.
- 6.5. If a customer is negligent in failing to take action to repair a leak, no adjustment will be made for water lost due to this inaction.
- 6.6. Financial assistance for high water usage charges caused by a concealed leak will **not** be provided for:
- 6.6.1. Commercial premises, with the exception of the circumstances outlined further in this section.
 - 6.6.2. Premises not occupied by their occupants for more than three days.
 - 6.6.3. Holiday homes
 - 6.6.4. Tenanted properties
 - 6.6.5. Vacant land or unoccupied properties
 - 6.6.6. Leak due to neglect or obvious defect in private water service.
 - 6.6.7. Failure of water service due to a failure of fittings, e.g. leaking tap, or toilet.
 - 6.6.8. Failure of rainwater tanks, valves or the pipe work supplying them.
 - 6.6.9. Water tanks that are plumbed to the potable water supply.
 - 6.6.10. Sprinklers and irrigation systems
 - 6.6.11. Swimming pools, spas and other water features and fittings or the pipe work supplying them.

- 6.6.12. Hoses, hose pipes, external taps, and fittings
- 6.6.13. Solar panels or the pipe work supplying them.
- 6.6.14. Private Offline Mains (OLM).

- 6.7. Council may refund up to 50% of the additional water usage charges (to a maximum of \$1000) where an eligible concealed leak has been established in accordance with this policy in respect of charges for additional water usage that the Council determines have been raised since the eligible concealed leak commenced. Only one refund will be made in respect of a property while the property remains in the same ownership.
- 6.8. The property must be the applicant's residence or be a not-for-profit organisation occupying the premises at least five days per week who is responsible for water use charges.

Concealed Leak Criteria

- 6.9. Customers seeking assistance will be required to submit an application for financial assistance within 30 days of the water account issue date, that identifies higher than average water usage. The application must include:
 - 6.9.1. Statutory declaration from the customer confirming that they live permanently at their home, and circumstances regarding the concealed leak not being identified.
 - 6.9.2. A report from a licensed plumber including the following information:
 - The plumber's current license number and contact details.
 - Certifying that the leak was concealed from view and could not be located by visual inspection.
 - Certifying that the plumbing was not faulty.
 - Detailing how the plumber located the leak.
 - Details regarding the plumbing repairs.
 - A water meter read at the time the plumber repaired the leak.
- 6.10. Commercial properties are not eligible for financial assistance for excess water usage charges due to a concealed leak, however, they may submit an application for reimbursement of sewer wastewater charges if a concealed leak is proven to have occurred at the property.
- 6.11. Commercial property owners must meet the same criteria in clause 6.9.2 to prove a concealed leak has occurred.
- 6.12. Commercial property owners must also submit an application for reimbursement of sewer wastewater charges within 30 days of the water account issue date that identifies the higher-than-average water usage.
- 6.13. Council may refund up to 50% of the additional sewer wastewater charges (to a maximum of \$1000) where an eligible concealed leak has been established in accordance with this policy in respect of charges for additional sewer

wastewater charges that the Council determines have been raised since the eligible concealed leak commenced. Only one rebate will be made in respect of a property while the property remains in the same ownership.

- 6.14.** Council will not accept applications for reimbursement for:
- 6.14.1. Loss of time, or
 - 6.14.2. Plumber's costs, or
 - 6.14.3. Water usage charges for faulty stopcock taps on Council's side of the meter. If a customer wishes to isolate the flow of water to their property they should install, at their own cost and by a licensed plumber, a stopcock tap on the residential side of the water meter.

7. Responsibilities

Compliance, monitoring and review

- 7.1. The policy must align with relevant legislation, Council policies, and financial sustainability principles.
- 7.2. The Water and Sewer Directorate is responsible for implementing, monitoring, and reviewing this policy.
- 7.3. Reviews will ensure the policy remains effective and relevant.

Reporting

- 7.4. This will become part of this and future IPART submissions.

Records management

- 7.5. Staff must maintain all records relevant to administering this protocol in accordance with Council's [Information and Records Management Policy](#).

8. Policy Definitions

Act	means the <i>Local Government Act 1993</i> (NSW)
Concealed Leak	means water leaking from plumbing on private property, which is hidden from view.
Council	means Central Coast Council
Daily Average Usage	means the volume of water supplied over a meter reading period, divided by the number of days in that period.
Hardship	means any situation where an individual is having difficulty paying legally owed debt. This can result from life changes (for example,

	because of illness, unemployment or changed financial circumstances) restricting the short-term capacity to pay.
Meter Reading Period	means the period of time between readings of a water meter.
Pensioner Concession Card	means a card issued by the Australian Government to eligible Pensioners.
Medical Treatment	Haemodialysis and Peritoneal dialysis

9. Policy Administration

Business Group	Water and Sewer
Responsible Officer	Unit Manager Business Strategy and Performance
Policy Review Date	Four years from date of adoption unless legislated otherwise.
File Number / Document Number	D16821513
Relevant Legislation (reference specific sections)	Section 8A, Local Government Act 1993 (NSW)
Link to Community Strategic Plan	Theme 4: Responsible Goal G: Good governance and great partnerships R-G2: Engage and communicate openly and honestly with the community to build a relationship based on trust, transparency, respect and use community participation and feedback to inform decision making.
Related Policies / Protocols / Procedures / Documents (reference document numbers)	<ul style="list-style-type: none"> ▪ Information and Records Management Policy ▪ Central Coast Council Code of Conduct ▪ Hardship and Debt Recovery Policy

10. Policy Authorisations

No.	Authorised Function	Authorised Business Unit / Role(s)
TBA	TBA	TBA

11. Policy History

Revision	Date Approved / Authority	Description Of Changes
1	TBA	May 2025 – New policy created.

Community Support Grant Program**June 2025 Applications****Recommended for Funding**

Organisation Name	Project Summary	Recommendation
Central Coast Family History Society Incorporated	Premises Running and Maintenance Costs Subsidy including Rates Subsidy	Recommended for funding. Amount recommended: \$1,941.81. Community benefit is demonstrated, and all required information is provided.
Jopuka Productions Incorporated	Getting Jopuka back to performing again - Relaunch Sequence	Recommended for funding. Amount recommended: \$5,000.00. Community benefit is demonstrated, and all required information is provided.
Davistown Progress Association Incorporated	Rates Subsidy	Recommended for funding. Amount recommended: \$1,190.88 for 50% subsidy of the ordinary rate component. Community benefit is demonstrated, and all required information is provided.
Coast & Country Primary Care Limited	Mental Health Art Works	Recommended for part funding. Amount recommended: \$4,000.00 as per application budget less gift voucher component as per clause 7.17 of the Community Support Grant Program Guidelines. 7.17 Applications seeking funds for prize money and gift vouchers. Community benefit demonstrated, and all required information is provided.
The Girl Guides Association of New South Wales	Archery Equipment	Recommended for funding. Amount recommended: \$5,000.00. Community benefit demonstrated, and all required information is provided.

Community Support Grant Program

June 2025 Applications

		Recommendation conditional on updated Public Liability Certificate of Currency being supplied prior to release of funds.
Central Coast Basketball Incorporated	Enhancing Game-Day Operations through iPad Technology	<p>Recommended for funding.</p> <p>Amount recommended: \$4,996.00.</p> <p>Community benefit is demonstrated, and all required information is provided.</p> <p>Recommendation conditional on updated Public Liability Certificate of Currency being supplied prior to release of funds.</p>
Central Coast Bonsai Club Incorporated	Assistance with Hall Rental for Classes and Workshops	<p>Recommended for part funding.</p> <p>Amount recommended: \$2,300.00 for venue hire and bonsai expert as per application budget.</p> <p>Community benefit is demonstrated, and all required information is provided.</p>
Uniting (NSW ACT)	Kids Disco	<p>Recommended for part funding.</p> <p>Amount recommended: \$1,754.00 for venue hire, logistics, catering and entertainment as per application budget.</p> <p>Community benefit is demonstrated, and all required information is provided.</p>
SparkCC Incorporated	Makerspace Rent Subsidy	<p>Recommended for funding.</p> <p>Amount recommended: \$5,000.00.</p> <p>Community benefit is demonstrated, and all required information is provided.</p>
Lions Club of Gwandalan Lioness Incorporated	Defibrillator Maintenance	<p>Recommended for funding.</p> <p>Amount recommended: \$3,048.00.</p> <p>Community benefit is demonstrated, and all required information is provided.</p> <p>Recommendation conditional on updated Public Liability Certificate of Currency being provided prior to release of funds.</p>

Community Support Grant Program

June 2025 Applications

Surf Life Saving Central Coast Incorporated	Beach Ready Program - Swim School Engagement	Recommended for part funding. Amount recommended: \$4,895.00 as per application budget. Community benefit is demonstrated, and all required information is supplied.
Hardy's Bay Club Limited	Arts and Culture	Recommended for part funding. Amount recommended: \$1,519.99 as per application budget. Community benefit is demonstrated, and all required information is provided.
Central Coast Kids in Need Incorporated	Adam (Molch) Hillier Surf Classic	Recommended for funding. Amount recommended: \$1,510.00. Community benefit is demonstrated, and all required information is provided. Recommendation conditional on all relevant event approvals and event insurance being supplied prior to release of funds.
New South Wales Flying Disc Association Incorporated	2025 NSW Mixed Ultimate State Championships	Recommended for funding. Amount recommended: \$4,451.47. Community benefit is demonstrated, and all required information is provided. Recommendation conditional on all relevant event approvals being provided prior to the release of funds.
	TOTAL	\$46,607.15

Community Support Grant Program**June 2025 Applications****Not Recommended for Funding**

Organisation Name	Project Summary	Recommendation
Mingaletta Aboriginal Torres Strait Islander Corporation	Keep Moving with Aunty Di	Amount recommended: \$0.00. Not recommended for funding due to insufficient information to make an accurate assessment. Recommend applicant liaise with Council Grants officers.
Five-O-Plus Public Radio Association Incorporated	Tools and Equipment for Volunteer-Based Community Enterprise	Amount recommended: \$0.00. Not recommended for funding as the project is ineligible as per clause 7.10 of the Community Support Grant Program Guidelines. 7.10 Proposals that are for funding the core business of the organisation.
Central Coast Cycling Club Incorporated	Velodrome Training & Racing	Amount recommended: \$0.00. Not recommended for funding as the project is ineligible as per clause 7.7 of the Community Support Grant Program Guidelines. 7.7 Applications seeking funds for retrospective projects and activities commencing, or project items purchased, prior to two (2) months from the end of the grant closing date. (For example, applications submitted by deadline of 30 June must commence no sooner than 1 September in order to be eligible).
Sailability NSW Incorporated	Volunteer Assistance	Amount recommended: \$0.00. Not recommended for funding as per clause 9.5 of the Community Development Grant Program Guidelines. 9.5 Applications may be assigned to another grant program as part of the assessment process if the original funding program selected by the applicant is not deemed the most appropriate for the initiative.

Community Support Grant Program

June 2025 Applications

Organisation Name	Project Summary	Recommendation
Central Coast Highland Dancing Incorporated	The International Highland Dancing Championships	Amount recommended: \$0.00. Not recommended for funding as the project is ineligible as per clause 7.7 of the Community Support Grants Program Guidelines. 7.7 Applications seeking funds for retrospective projects and activities commencing, or project items purchased, prior to two (2) months from the end of the grant closing date. (For example, an application submitted in July must commence no sooner than 1 September to be eligible).
The Trustee for Link To Us	Healing Hub: Weekly Drop-In Therapeutic Clinics for the Central Coast Community	Amount recommended: \$0.00. Not recommended for funding as the applicant is ineligible as per clause 6.1 of the Community Support Grant Program Guidelines. 6.1 Applicants must be a legally constituted not-for-profit organisation or be auspiced by a legally constituted not-for-profit organisation.
Australian Breastfeeding Association (NSW Branch)	Breastfeeding Support for the Central Coast	Amount recommended: \$0.00. Not recommended for funding due to insufficient information to make an accurate assessment. Recommend applicant liaise with Council Grants officers.
Sohier Park Community Hall Incorporated	Sohier Park Community Hall Cool Room Upgrade	Amount recommended: \$0.00. Not recommended for funding as the project is ineligible as per clause 5.7 of the Community Support Grant Program Guidelines. 5.7 MINOR INFRASTRUCURE improvements to enhance accessibility or safety within a neighbour amenity or public spaces.
Footprints Erina Limited	Tool and IT Equipment	Amount recommended: \$0.00.

Community Support Grant Program**June 2025 Applications**

Organisation Name	Project Summary	Recommendation
		Not recommended for funding as application is ineligible as per clause 7.1 of the Community Support Grant Program Guidelines. 7.1 Incomplete applications.

Name	City	Comment
Julie Marsh	Smiths Lake	"I visit this area often, and frequently walk the point between the river outlet to the lake, and enjoy the saltmarsh adjacent this point. I am always delighted by the avian diversity, and the unique vegetation in this area. It would an irresponsible action to disturb this beautiful environmental community, while other less harmful options are readily (and mor economically) available."
Allan Stephens	Toukley NSW	"We need to make a stand & rehabilitate NOT destroy these places that are already degraded."
sean basham	Melbourne	"Truthfulness benevolence forbearance ❤️💚💚"
SallyAnn Spencer		"Please protect and preserve our natural habitats and the natural environment and our wildlife as nature intended asap."
Fournier Fernande	Luxembourg	"C'es notre devoir de respecter et proteger les animaux et la nature. Certains animaux en a besoin de la nature. C'es leurs domaine. Certains soit disant "humains" ignorent que eux également en a besoin de la nature. Les animaux eux aussi en le droit d'avoir une vie saine sur ce planète. Eux aussi souffre. Eux aussi sont dramatiser. En a que une nature. Vous le savez? Vous êtes des humains soyez humaines. Prenez votre responsabilité, réagissez et aidez, s.v.p. Laissez vivre les animaux en paix dans leurs domaine. Ne touchez pas a la nature. C'es si difficile? Non. Il faux bien vouloir le faire. Je me pose pas des questions le comportement de certains soit disant "humains" me donne mes réponses. Journée mondiale pour les animaux et la nature? Cette phrase es bien pour les soit disant "humains". Ils l'utilises a leurs besoin. Mettez plutôt une journée mondiale pour les "ignorants". C'es bien plus logique. C'es bien prouver que les animaux sont les meilleurs humains vis a vis de certains soit disant "humains". Ils sont plus propres, civilisez et intelligents que eux. Qui a le droit de faire une telle souffrance et barbarie envers les animaux innocents et la nature? Vous connaissez bien la réponse. Il existe bien un petit mot. La Conscience. Ce petit mot en a dans notre vocabular et en a une éducation. Ou en a pas. Merci."
Kate Kenner	Guilford	"Concrete in nature? It should not happen. It can see that this area is perfect just as it is and why mess with perfection? It is not just a place for people to cycle but habitat for birds. There is no need for a platform; if there was the people who enjoy it would have requested it and they are the experts here, not the powers that be who just look at it once in a while."
Rosita Muller	Amsterdam	"So much better"
Sandra Orme	Flagstaff Hill	"Work out a win-win for cyclists & the environment inhabitants."

Kathryn Allan	Sydney	"Council tells us that the health of the lake is poor due to human impact. And yet they want to develop the last remaining natural areas along the foreshore including through endangered coastal salt marsh and sea grass beds. This development goes against everything Council tells us about caring for Tuggerah Lake. Follow your own advice CCCouncil! Don't develop the foreshore if the lake! Reduce human impact! Protect fragile foreshore vegetation and sea grass beds!"
Helen Moss	East Melbourne	"All such habitats should be protected from disruptive developments. There is always a better way to achieve a desired outcome than the cheap way."
marie-anne phillips	Sunbury	"Protect Shorebird and Seagrass Habitats NOW!!"
Candace Bridger		"People need nature."
Margy Craig	Booragul	"I care about the true environment and the finely balanced ecosystem not steel and concrete developments."
Ann Winship		"We need to put more thought into that habitat. Nature has it's place and we don't have to have a boardwalk."
Jane Rowe	Avalon	"It's important to protect habitat"
Debbie Westacott	Ourimbah	"Because I'm fed up with the destruction of natural habitats to suit a few people not the planet"
Robyne Kerr	Hobart	"It's so wrong we take so much."
Maureen Goninan		"Environmental impacts need to be done before any more destruction of habitat. The huge gash made at Wyrabalong national park was very destructive and much larger than needed for a cycle way!! So many native trees were destroyed!"
Lesley McCallum	Macmasters Bch	"Wetland ecosystems and the critical habitat they provide need protection from degradation whereas cycle ways are not endangered and alternatives can be found."
Jenny HUGHes	Gosford	"this is an important area for shore birds. Any walk way brings people, bring their dogs and their rubbish. As a WIRES carer, I can confirm this equals a disaster for the environment, and any wildlife that lives in this area!!!!! Cycle paths are great and we need them, but please don't run them thru sensitive nature areas, please choose options where our beautiful salt marshes are not disturbed!!!"
Donna Simpson		"Too many natural reserves are needing protection."
Rosemary Channer		"I believe in protecting our environment"
Suzanne Turner	Macmasters Beach	"Natural habitat is so important for our native wildlife & flora species"

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Revise the Rocky Point Cycle Way Plan to Protect Shorebird and Seagrass Habitats



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Verified signatures

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The Issue

The current cycle way has been a significant asset to our community. However, the proposed extension plan around Rocky Point raises serious environmental concerns. The current scheme involves the construction of a platform and potential backfill to create a concrete pathway, distressingly poised over the habitat of shorebirds, saltmarsh vegetation, and seagrass. Moreover, this development is set to diminish the beauty of the natural rock platform and pebbly foreshore at the point itself, through the proposed concrete and backfill design marking a regrettable loss in visual amenity.

It's crucial to add that saltmarsh is considered an Endangered Ecological Community under the NSW Biodiversity Conservation Act, and seagrasses are protected under the Fisheries Management Act. These ecosystems are not merely pretty sights; they play integral roles in the grand tapestry of our local biodiversity. Seagrasses act as nurseries for fisheries, promote water quality, and combat climate change by sequestering carbon dioxide. Further the area is listed as an Important Bird Area (IBA) by Birdlife Australia. At the time of writing, Pied Stilts are actively nesting in this area.

with chicks present. This confirms the value of this area as breeding grounds for shorebirds.

Importantly, sustainable development is possible – and necessary. By revisiting the plans for the cycle way around Rocky Point, we can find a route that accommodates the needs of cyclists and walkers without negatively impacting our prized ecosystem. To this end, this petition calls on the appropriate planners to reassess the current plans and to look for alternatives that would preserve our environment. Together, we can ensure the balance between progress and preserving the precious environments that we cherish. Please join us to support this crucial cause; every signature counts.

Although consultation has closed, Council has opted for an option least supported by the local community. Further more the current plan is to construct the boardwalk over the water and intertidal zone of the rock shelf, this is not apparent in the online documents that were used in the consultation period.



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