

Subsequent Business Paper



Ordinary Meeting of Council

to be held at

Council Administration Centre

180 Mort Street, Lithgow

on

Monday 27 July 2026

at 6:30 PM

ORDER OF BUSINESS

1. Mayoral Minutes.....3

1.1. MAYORAL MINUTE - 27/07/2026 - Code of Meeting Practice3

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1.1. MAYORAL MINUTE - 27/07/2026 - Code of Meeting Practice

Report by Mayor – Councillor Cassandra Coleman

Commentary

As outlined at the 10 June 2026 Extra Ordinary Council Meeting, The Local Government (General) Amendment (Model Code of Meeting Practice) Regulation 2025 (Amendment Regulation 2025), which prescribed the 2025 Model Code of Meeting Practice for Local Councils in NSW (2025 Model Meeting Code), has been disallowed by the Legislative Council. As a result, Council rescinded the 2025 Code of Meeting Practice in effect at the time and placed a revised Code of Meeting Practice on public exhibition, attached as Attachment One to this Report. There were no submissions made during the public exhibition and following advertising period.

On the 25 June 2026, the Office of Local Government (OLG) issued Circular 26-09, attached as Attachment Two to this Report, outlining that new legislation, The Local Government (General) Amendment (Meetings) Regulation 2026 (Amendment) had been passed. The Amendment requires Council to determine at the first meeting following each ordinary election and after the adoption of a new meeting code to authorise the person presiding at meetings under section 10(2) of the LG Act to exercise the power of expulsion for acts of disorder by councillors or disorderly conduct by members of the public. The attached Code of Meeting Practice covers this requirement in Section 15.

Attachments

1. Lithgow Council Draft Code of Meeting Practice - 2026 [1.1.1 - 41 pages]
2. OLG Council Circular - Local Government (General) Amendment (Meetings) Regulation 2026 [1.1.2 - 3 pages]

Recommendation

THAT Council:

1. Adopt the draft 2026 Code of Meeting Practice (as attached); and
2. Authorise the person presiding at meetings under Section 10(2) of the Local Government Act to exercise the power of expulsion for act of disorder by Councillors or disorderly conduct by members of the public.

Reference to any relevant previous minute

Min. No. 25-202 Ordinary Meeting of Council held on 25 August 2025.

Min. No. 25-239 Ordinary Meeting of Council held on 22 September 2025.

Min. No. 26-111 Extra Ordinary Meeting of Council held on 10 June 2026.

Background and discussion

As outlined at the 10 June 2026 Extra Ordinary Council Meeting, The Local Government (General) Amendment (Model Code of Meeting Practice) Regulation 2025 (Amendment Regulation 2025), which prescribed the 2025 Model Code of Meeting Practice for Local Councils in NSW (2025 Model Meeting Code), has been disallowed by the Legislative Council. As a result, Council

rescinded the 2025 Code of Meeting Practice in effect at the time and placed a revised Code of Meeting Practice on public exhibition, attached as Attachment One to this Report. There were no submissions made during the public exhibition and following advertising period.

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Under section 8 of the Subordinate Legislation Act 1989, a new model code of meeting practice cannot be prescribed in the 4 months following the disallowance of the 2025 Regulation. The Local Government (General) Amendment (Meetings) Regulation 2026 (Amendment Regulation) has therefore been made to secure some of the policy objectives of the 2025 Model Meeting Code.

The Amendment Regulation prescribes measures to improve the transparency of council meeting practices, equip chairpersons at meetings with more effective tools to address disorder at meetings and allow greater flexibility for meetings of county councils.

The Amendment Regulation contains the following measures:

- Meetings of councils and committees whose members are all councillors must be livestreamed. Recordings of meetings must be retained on councils' websites for the balance of the council term or 12 months, whichever is the longer period. This requirement will not apply to joint organisations or to county councils. However, it remains open to joint organisations and county councils to resolve to livestream their meetings and publish the recordings if they choose to do so.
- Councillors other than the mayor or a chairperson of a meeting are prohibited from meeting staff before meetings of the council or committees of the council to discuss matters that are or will be listed on the agenda. Councillors may ask staff questions or seek further information about items on the agenda for meetings, but this information must be provided in writing and, if practicable, published on the council's website before the meeting, unless it relates to a confidential matter under section 10A of the LG Act.
- Councils will be required to determine at the first meeting following each ordinary election and after the adoption of a new meeting code to authorise the person presiding at meetings under section 10(2) of the LG Act to exercise the power of expulsion for acts of disorder by councillors or disorderly conduct by members of the public.
- A councillor who has failed to remedy an act of disorder at a meeting in accordance with a requirement by the chairperson, may be expelled from successive meetings until they take the necessary action to remedy the disorder.
- Like joint organisations, county councils will have the option of holding meetings where some or all members attend remotely by audio-visual device. Where a meeting is held by these means, it must be conducted in a way that all members are able to hear each other.

The Amendment Regulation provides that a provision of a council's code of meeting practice that is inconsistent with the Local Government (General) Regulation 2021 (LG Regulation) is void and of no effect to the extent of the inconsistency. This will not void a council's whole meeting code where it contains provisions that are inconsistent with the LG Regulation, just the relevant provision.

In practice, this means that councils do not need to amend their code of meeting practice for the new provisions in the Amendment Regulation to apply. When the Amendment Regulation is published on the NSW Legislation website, the provisions contained in it will automatically prevail over any provision of a council's meeting code that is inconsistent with them.

Consultation and Communication

The revised Code of Meeting Practice was exhibited for 42 days from Thursday, 11 June 2026 until Friday, 23 June 2026. There were no public submissions received.

Policy

This report relates to the proposed revision of the Code of Meeting Practice.

Legal

The Local Government Act (1993) (the Act) requires Council to adopt a Code of Meeting Practice that incorporates the requirements of the Local Government (General) Regulation 2021 (the Regulation) and the Local Government (General) Amendment (Meetings) Regulation 2026.

Risk Management

Conducting meetings in accordance with a Code of Meeting Practice ensures appropriate behaviour and a standardised approach with transparency to our community, reducing reputational risk.