



PORT STEPHENS
COUNCIL

MAYORAL MINUTES
23 SEPTEMBER 2025

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MAYORAL MINUTES

MAYORAL MINUTE

ITEM NO. 1

**FILE NO: 25/243763
EDRMS NO: PSC2024-03152**

MAYOR'S DIARY

THAT COUNCIL:

- 1) Note the Mayoral appointments for the period from 27 August to 23 September 2025.
-

BACKGROUND

The purpose of this report is to advise Council of the Mayoral appointments for the period 27 August to 23 September 2025.

This Mayoral Minute aims to inform the Council and community of the key engagements of the Mayor for the preceding period. This is an initiative I wanted to introduce this term to provide a clear record of the engagements undertaken through the Mayoral office.

Wednesday 27 August 2025

- Newcastle Airport Partnership Company 3 & Newcastle Airport Partnership Company 4 Board meetings.
- Newcastle Airport Partnership and Greater Newcastle Aerotropolis Partnership Board meetings.
- Tomaree Headland Community Forum and Shac Masterplan.

Thursday 28 August 2025

- Business Meet and Greet:
 - McGrath Estate Agents
 - Century 21 Real Estate
 - Nelson Bay Real Estate
 - Raine & Horne, Nelson Bay
- Filmed Council meeting debrief.
- Tilligerry Community Association meeting.

Friday 29 August 2025

- Newcastle Airport Pty Ltd and Greater Newcastle Aerotropolis Pty Ltd Board meetings.

Saturday 30 August 2025

- Tomaree Neighbourhood Centre Fundraising Event.

Monday 1 September 2025

- Catchup with the General Manager.

Tuesday 2 September 2025

- Local Traffic Committee meeting.
- Facilities & Infrastructure catchup.
- Executive Team catchup.
- Communications catchup.
- Briefing from Kings Hill landowners.
- Councillor Workshop – ‘Working Together’.

Thursday 4 September 2025

- Australian Local Government Women’s Association NSW Conference in Griffith.

Friday 5 September 2025

- Australian Local Government Women’s Association NSW Conference in Griffith.

Saturday 6 September 2025

- Australian Local Government Women’s Association NSW Conference in Griffith.

Monday 8 September 2025

- Monthly Mayor Meet Up with community – Salt Ash.
- Newcastle Airport Perth flights media event.
- Newcastle Hunter Rugby League Grand Final media event.

Tuesday 9 September 2025

- Executive Team catchup.
- Communications catchup.
- Catchup with the General Manager.
- Public Access and Business Paper review.

Wednesday 10 September 2025

- Opening of NovaCare Social Hub, Taylors Beach.
- Aboriginal Strategic Committee meeting and Aboriginal Project Fund Round 1 Assessment meeting.
- Raymond Terrace Strategy Review update.

Thursday 11 September 2025

- Reviewed Community Support Fund applications.
- Australia Day Committee meeting.

Friday 12 September 2025

- Business Port Stephens meeting.

Monday 15 September 2025

- Communications catchup.
- Nelson Bay Junior Rugby Union School Award Presentation.
- Community Support Fund 2025-2026 Round 1 Panel meeting.

Tuesday 16 September 2025

- Infill sites, Raymond Terrace meeting.
- Executive Team catchup.
- BAE visit.
- Approach to Emissions Reduction briefing.
- Department of Education – Port Stephens Public Schools movie premiere night.

Wednesday 17 September 2025

- 2 Citizenship Ceremonies.
- Roads Acceleration Program filming at Raymond Terrace and Medowie.
- Facebook Live on Roads.

Friday 19 September 2025

- Official opening – Tomaree Community College Pre-School and Long Day Care Centre.
- Quarterly meeting with the Hon. Kate Washington, MP.
- 2025 Newcastle Hunter Rugby League Presentation Night.

Monday 22 September 2025

- Hunter Trade Mission Roundtable at Newcastle Airport.
- Hunter Trade Mission Industry Tour and presentation at Murrook Culture Centre.
- Dinner with delegates of the NSW Trade Mission to the Hunter Region.

Tuesday 23 September 2025

- Communications staff catchup.
- Catchup with the General Manager.
- Executive Team catchup.
- Community safety meeting with Inspector Wayne Humphrey, NSW Police.
- Councillor Briefing – pre-Council meeting.
- Ordinary Council meeting.

ATTACHMENTS

Nil.

MAYORAL MINUTE

ITEM NO. 2

**FILE NO: 25/242535
EDRMS NO: POSC2024-03152**

MOTIONS FOR 2025 LOCAL GOVERNMENT NSW ANNUAL CONFERENCE

THAT COUNCIL:

- 1) Endorse motions 1 to 8 in **(ATTACHMENT 1)** and their lodgment to the 2025 Local Government NSW Annual Conference (23-25 November 2025).
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BACKGROUND

Each year, Local Government NSW (LGNSW) members submit a range of motions to the LGNSW Annual Conference. In November 2025, these motions relate to strategic local government issues which affect members state-wide and introduce new or emerging policy issues. They are debated and resolved by Conference delegates, with successful resolutions establishing LGNSW's policy positions and guiding LGNSW's advocacy priorities for the year ahead.

This Mayoral Minute is seeking endorsement of 8 motions outlined in **(ATTACHMENT 1)** for lodging to the 2025 Local Government NSW Annual Conference. These motions link directly to the LGNSW Conference priority areas of:

- Jobs and Skills
- Housing and Homelessness
- Roads and Infrastructure

The LGNSW Annual Conference is the main policy making event for the local government sector where issues are debated, and motions put forward for the consideration of delegates. Proposed motions should be strategic, affect members state-wide and introduce new or emerging policy issues and actions.

Motions

In preparation for the 2025 LGNSW Conference, the Hunter JO Chair and Deputy Chair have worked with Hunter JO staff to prepare motions on the basis that they are consistent with the LGNSW guidelines for valid motions, as well as being relevant to the Hunter JO's regional advocacy agenda.

Because the Hunter JO entity itself is not a financial member of the NSW Local Government Association (given that Member Councils already are), the actual process of lodging the motions to LGNSW needs to be undertaken by individual Member Councils. These will then be collated by the conference organisers and

presented as a shared regional motion including the names of each of the Councils who have lodged the motion.

In addition to the regional motions from the HJO, it is available to Council to put forward motions to be considered at the upcoming LGNSW Annual Conference. Cr Armstrong has nominated a motion included in **(ATTACHMENT 1)** relating to the involvement of the elected body in Section 34 conciliation conferences as part of Land and Environment Court proceedings. The current provisions of the Land and Environment Court procedures, as well as Council's Code of Conduct, currently restrict the role of the elected body in participation in Section 34 conciliation conferences. Should Council wish to increase the opportunity for elected body participation in this process, legislative and policy changes would be necessary to enable this to occur.

The list of shared regional motions **(ATTACHMENT 1)** prepared to be put forward at the Local Government NSW Conference on behalf of the 10 Hunter Councils seeks to:

- Amplify the shared advocacy priorities of the Hunter's councils at both state-wide and national scales.
- Emphasise to the NSW and Federal Governments the strength of alignment across the 10 Hunter Councils regarding the region's challenges, opportunities and agreed strategic directions.

The regional motions:

- Are consistent with the objectives and strategic directions included in the Hunter JO Strategic Plan 2035, which are themselves drawn from the Community Strategic Plans of the 10 Hunter JO Member Councils.
- Have been adapted from the shared regional advocacy priorities of the Hunter Mayors, to reflect the broader NSW and industry wide local government focus required for Local Government NSW motions.

ATTACHMENTS

- 1) Motions for the 2025 Local Government NSW Annual Conference.
- 2) Criteria for Motions.

ITEM 2 - ATTACHMENT 1 MOTIONS FOR THE 2025 LOCAL GOVERNMENT NSW ANNUAL CONFERENCE.

MOTIONS TO 2025 LOCAL GOVERNMENT NSW CONFERENCE

FOCUS	PROPOSED MOTIONS
Economic Development	<p>1. Local funding for Post Mining Land Use That Local Government NSW calls on the NSW and Federal Governments to provide funding support directly to Local Government to guide a coordinated approach to land use and economic opportunities for post mining-related land to support communities impacted by historical and future mine closures.</p> <p>2. Skills transition That Local Government NSW calls on the NSW and Federal Governments to immediately recommence previously funded initiatives that deliver employment and skills programs locally to transitioning industries.</p> <p>3. Place planning That Local Government NSW calls on the NSW and Federal Governments to release uncontested funding for local government to support the development of regionally significant place strategies, specifically for industrial (employment) land, identified in Regional Plans.</p> <p>4. Local presence That Local Government NSW calls on the NSW and Federal Governments to embed Net Zero government support services and infrastructure delivery agencies, including (but not limited to) the Net Zero Economy Authority, EnergyCo, Department of Employment and Workplace Relations, Future Jobs and Investment Authority, Department of Transport & Department of Planning within regional communities directly affected by the transition to meet NSW Net Zero targets.</p>
Housing and Homelessness	<p>5. Enabling infrastructure That Local Government NSW calls on the NSW and Federal Governments to provide uncontested funding to Councils to deliver local infrastructure needed to unlock development ready land in regional NSW to meet NSW housing targets.</p>
Roads and Infrastructure	<p>6. Re-categorise roads That Local Government NSW calls on the NSW Government to urgently re-categorise roads that meet criteria, or will meet relevant criteria in the short term, and to prioritise re-categorisation of Local and Regional roads to State Roads where the road services significant assets to the state including housing, water and energy infrastructure assets and facilities.</p> <p>7. Betterment funding That Local Government NSW calls on the NSW Government to provide an ongoing disaster resilience program to provide betterment funding for prioritised infrastructure such as road networks, drainage, bridge and coastal structures that are vulnerable to natural disasters.</p>

**ITEM 2 - ATTACHMENT 1 MOTIONS FOR THE 2025 LOCAL GOVERNMENT
NSW ANNUAL CONFERENCE.**

<p>Land and Environment Court – Conciliation Conferences</p>	<p>8. That Local Government NSW request a review of the Land and Environment Court policies and procedures related to section 34 conciliation conferences under the Land and Environment Court Act 1979 to enable greater involvement of elected councillors. Amendments to the relevant practice notes, policies and procedures, including the Local Government Model Code of Conduct are required to permit greater involvement by councillors during conciliation conferences.</p>
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LGNSW CRITERIA FOR MOTIONS

Criteria for Motions

Motions will only be included in the Conference Business Papers if they:

1. Are consistent with the objects of the LGNSW Rules (Rule 4).
2. Demonstrate that the issue concerns or is likely to concern a substantial number of local governments in NSW.
3. Seek to establish or change a policy position of LGNSW and/or improve governance of the association (noting that the LGNSW Board is responsible for any decisions around resourcing and campaigns or operational activities, and any necessary resource allocations will be subject to the LGNSW budgetary process).
4. Are strategic.
5. Are concise, clearly worded and unambiguous.
6. Are not focussed on just a small specific part of NSW.
7. Do not encourage violation of prevailing laws.
8. Do not seek to advantage one or several members at the expense of other members.

MAYORAL MINUTE

ITEM NO. 3

**FILE NO: 25/242337
EDRMS NO: PSC2024-01256**

DEPUTY MAYOR CHANGEOVER

THAT COUNCIL:

- 1) Acknowledge the contribution and commitment from Cr Jason Wells in his capacity as Deputy Mayor over the past 12 months.
 - 2) Congratulate Cr Chris Doohan on his election as Deputy Mayor for the next 12 months.
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BACKGROUND

The purpose of this report is to acknowledge the contribution and commitment from Cr Jason Wells in the role of Deputy Mayor over the past 12 months, and to congratulate Cr Chris Doohan on his election to the role of Deputy Mayor for the next 12 months.

At the commencement of this term of Council, elections were held to determine who will occupy the role of Deputy Mayor over this term of Council.

Cr Wells was the first Deputy Mayor elected this term, which will conclude today. I would like to extend my sincere appreciation and recognise Cr Wells' commitment to fulfilling the role of Deputy Mayor. Cr Wells has deputised for me over the past 12 months when I have been unable to attend events – for that I am most appreciative, and I have enjoyed our working relationship.

As from today, Cr Chris Doohan will occupy the role of Deputy Mayor for the next 12 months and I am sure Cr Doohan will also do an exceptional job in his capacity as Deputy Mayor. I personally look forward to working with Cr Doohan over the second year of this term of Council.

ATTACHMENTS

Nil.