



Council

An Ordinary Meeting of Lismore City Council will be held at the Council Chambers on Tuesday, 14 April 2026 at 10:00 AM

Members of Council are requested to attend.

Lismore City Council acknowledges the Widjabul Wia-bal people of the Bundjalung nation, traditional custodians of the land on which we meet.

Eber Butron
General Manager

13 April 2026



ETHICAL DECISION MAKING AND CONFLICTS OF INTEREST

A guiding checklist for councillors, staff and community committees

Ethical decision making

- Is the decision or conduct legal?
- Is it consistent with government policy, Council's objectives and Code of Conduct?
- What will the outcome be for you, your colleagues, the Council, anyone else?
- Does it raise a conflict of interest?
- Do you stand to gain personally at public expense?
- Can the decision be justified in terms of public interest?
- Would it withstand public scrutiny?

Conflict of interest

A conflict of interest is a clash between private interest and public duty. There are two types of conflict:

- Pecuniary – an interest that you have in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to yourself or another person or entity defined in part 4 of the Lismore City Council Code of Conduct with whom you are associated.
- Non-pecuniary – a private or personal interest that you have that does not amount to a pecuniary interest as defined in the Lismore City Council Code of Conduct. 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.

The test for conflict of interest

- Is it likely I could be influenced by personal interest in carrying out my public duty?
- Would a fair and reasonable person believe I could be so influenced?
- Conflict of interest is closely tied to the layperson's definition of "corruption" – using public office for private gain.
- Important to consider public perceptions of whether you have a conflict of interest.

Identifying problems

- Do I have private interests affected by a matter I am officially involved in?
- Is my official role one of influence or perceived influence over the matter?
- Do my private interests' conflict with my official role?

Disclosure and participation in meetings

- A councillor or a member of a Council Committee 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.
- The councillor or 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.

No Knowledge - a person does not breach this clause 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 he or she had a pecuniary interest.

Non-pecuniary Interests - Must be disclosed in meetings.

There are a broad range of options available for managing conflicts & the option chosen will depend on an assessment of the circumstances of the matter, the nature of the interest and the significance of the issue being dealt with. Non-pecuniary conflicts of interests must be dealt with in at least one of the following ways:

- It may be appropriate that no action be taken where the potential for conflict is minimal. However, councillors should consider providing an explanation of why they consider a conflict does not exist.
- Limit involvement if practical (eg. participate in discussion but not in decision making or vice versa). Care needs to be taken when exercising this option.
- Remove the source of the conflict (eg. relinquishing or divesting the personal interest that creates the conflict)
- Have no involvement by absenting yourself from and not taking part in any debate or voting on the issue as of the provisions in the Code of Conduct (particularly if you have a significant non-pecuniary interest)

Whilst seeking advice is generally useful, the ultimate decision rests with the person concerned.

Agenda

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Reports of the General Manager



Report

Subject	Supplementary information
TRIM Record No	BP26/349:EF19/25-8
Prepared by	Executive Officer
Reason	To provide a response to councillors for questions following the publication of the business paper
Strategic Theme	Leadership
Strategy	Ensure effective governance, advocacy, engagement and partnerships with a focus on long-term financial sustainability
Action	Provide responsible, transparent and accountable leadership with sustainable management of Council finances, assets, risks and human resources

Executive Summary

The question below was asked following the publication of the April business paper. As per Clause 3.32 of the Code of Meeting Practice any information is to be made available to councillors and the public.

Recommendation

That the supplementary information provided in this report be noted.

Question

Clr Rob – Item 11.5

The Legal Parking Precinct was supposed to be and should be all day free parking for the licence plate numbers provided. Anything less is pointless and defeats the purpose. It is also contrary to the resolution of council.

The use of ticketing in the Health Parking Precinct is irrelevant, and timed parking still applies either way. The LPR system can most definitely be applied, since the staff checking a ticket who then issue an infringement notice use the licence plate number to issue infringement notices through a system which allows for LPR technology to flag vehicles authorised to park for longer than permitted or without a ticket.

Response

The Legal parking Precinct is free all-day parking for permit holders. The 3-hour timed parking applies for non-permit holders.

Following further discussions with our current LPR supplier, a potential solution has been developed for the paid parking area.

Under this model, Officers would utilise a mobile phone application that operates in a similar manner to the existing LPR system used in the legal precinct. While patrolling the paid parking area and inspecting vehicles for valid pay-and-display tickets, if an Officer identifies a vehicle without a displayed ticket, the Officer could scan the vehicle registration plate using the application. The application would then identify whether that vehicle has an associated permit. If a valid permit is recorded, no infringement would be issued.

This approach would provide a practical way to extend permit recognition into the paid parking environment without requiring full LPR deployment in that area.

Considerations

There are, however, several matters that would need to be considered:

- allowing permit holders to occupy paid parking spaces would have a budget impact due to the potential reduction in parking revenue
 - Revenue from parking meters in this vicinity is provided below;
2024/2025 \$205,442.27
2025/2026 \$152,607.73 (to 16/3/2026)
- administration of a vehicle registration scheme for approximately 900 employees (both for LCC and NSW Health)
- cost of permits
- eligibility (all employees or clinical staff only)
- impact on surrounding residents
- limited parking for hospital visitors
- the Hospital's multi-story parking facility is free for staff and the public
- in the legal precinct, permit administration is managed by a single staff member within each agency, for example one Police representative for Police permits and one Court representative for Court permits. We would request a single point of contact for the health precinct also.
- this arrangement reduces errors, improves accountability, and provides Council with a single point of contact for each permit category

Alternative Option

An alternative approach would be for NSW Health to issue a clearly visible physical permit, such as a sticker affixed to the inside of the vehicle windscreen. Under this model, the Officer could visually confirm the validity of the permit during patrols and would not issue an infringement to vehicles displaying a current authorised permit. However, consideration for the above points still applies.

Attachment/s

There are no attachments for this report.