

ITEM 3. REVISED CODE OF MEETING PRACTICE - ADOPTION

FILE NO: S051923

SUMMARY

On 7 August 2017, Council resolved to “*amend the City of Sydney Code of Meeting Practice to reflect the tabling of written disclosures of interest at council and committee meetings*”.

This report seeks Council’s approval for the adoption of a revised Code of Meeting Practice to reflect the changes requested by Council.

It is not considered that the proposed changes require public exhibition on the basis that they further clarify an existing provision and are not considered to be significant.

The proposed changes relate to Part 6.0 Declarations of Interests and Part 7 - Questions and Tabling of Matters. The changes have been marked in bold italics (additions) and strikethrough (deletions).

RECOMMENDATION

It is resolved that the revised Code of Meeting Practice, as shown at Attachment A to the subject report, be adopted.

ATTACHMENTS

Attachment A: Revised Code of Meeting Practice (2017) (with deletions shown in ~~strikethrough~~ and additions in *italics*)

BACKGROUND

1. On 7 August 2017, Council resolved to “*amend the City of Sydney Code of Meeting Practice to reflect the tabling of written disclosures of interest at council and committee meetings*”. Council also resolved that a procedure be implemented for disclosures of interest to be submitted in writing to the Chief Executive Officer, prior to the relevant committee or council meeting.
2. Staff have reviewed the Code of Meeting Practice and propose changes to Part 6 Disclosures of Interest and Part 7 Questions and Tabling of Matters. A revised Code of Meeting Practice is attached for adoption.

KEY IMPLICATIONS

3. The proposed changes are as outlined:
 - (a) Councillors were previously requested to submit pecuniary interests to the Chief Executive Officer in writing, prior to committee or council meetings, this has been revised so the Councillors ‘will be’ required to submit both pecuniary and non-pecuniary interests to the Chief Executive Officer in this way (pages 23 and 24);
 - (b) a new statement has been included to confirm the requirement for Councillors to verbally declare any interests at the commencement of each meeting (pages 23 and 24);
 - (c) should a Councillor become aware of an interest during a meeting, this has been allowed for in the revised Code of Meeting Practice, should this occur (pages 23 and 24); and
 - (d) written disclosures will be tabled at the relevant meeting, or if disclosed during the meeting, at the next meeting of council (pages 23, 24 and 27).
4. It is not considered that the proposed changes require public exhibition on the basis that they further clarify an existing provision and are not considered to be significant.
5. Procedures to enable Councillors to submit declarations in writing to the Chief Executive Officer and for those declarations to be tabled at council and committee meetings have been developed. Those procedures will be finalised and implemented following the adoption of the revised Code of Meeting Practice.

BUDGET IMPLICATIONS

6. There are no financial implications associated with this report.

RELEVANT LEGISLATION

7. The Local Government Act 1993 and Local Government (General) Regulation 2005 apply. Sections 360-363 of the Act outline the requirements to adopt an amended Code and Part 10 of the Regulation deals with meeting procedure.

PUBLIC CONSULTATION

8. Public consultation has not been undertaken on the proposed changes which are considered minor.

9. The proposed changes were the subject of a Notice of Motion included in the Council Business Paper for the Council meeting on 7 August 2017.

MONICA BARONE
Chief Executive Officer

Leander Klohs, Executive Manager, Office of the CEO