

Resolution of Council

15 August 2022

Item 2

Post Exhibition - Code of Meeting Practice

Moved by the Chair (the Lord Mayor), seconded by Councillor Chan –

It is resolved that:

(A) Council adopt the City of Sydney Code of Meeting Practice as shown at Attachment A to the subject report, subject to the following amendments:

(i) *the heading immediately above clause 4.20 (page 16) be amended to read:*

Attendance by councillors at meetings by audio-visual link (hybrid meetings)

(ii) *clause 4.23 be amended to read:*

4.23 Where the request of a councillor to attend a meeting by audio-visual link has been agreed, the Lord Mayor shall determine whether the meeting shall be a hybrid meeting or held by audio-visual link. This determination should be provided to all councillors as soon as practicable prior to the relevant meeting.

(iii) *the definition of “audio-visual link” in Part 21 Definitions be amended to read:*

audio-visual link	means a facility that enables audio and visual communication between persons at different places and includes facilities enabling a hybrid meeting
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(iv) *the following definition be inserted in Part 21 Definitions:*

hybrid meeting means a meeting where some participants attend in person and others participate by way of audio-visual link

(B) Council fix the order of business of meetings of council as the following:

- (i) opening of the meeting;
- (ii) acknowledgement of country;
- (iii) a prayer at the discretion of the Chair;
- (iv) apologies and applications for a leave of absence by councillors;
- (v) confirmation of minutes;
- (vi) disclosures of interest;
- (vii) minutes by the Lord Mayor;
- (viii) memoranda by the Chief Executive Officer;
- (ix) matters for tabling;
- (x) reports of committees;
- (xi) reports to council;
- (xii) questions on notice;
- (xiii) supplementary answers to previous questions;
- (xiv) notices of motion;
- (xv) confidential matters; and
- (xvi) conclusion of the meeting; and

(C) authority be delegated to the Chief Executive Officer to make minor administrative amendments to the Code of Meeting Practice, as required from time to time, subject to all Councillors being informed of any such changes.

The amended motion was carried unanimously.

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