

Attachment A

**Engagement Report - Code of Meeting
Practice**

Engagement Report - revised code of meeting practice



Engagement summary

From 29 October to 26 November 2025 (note submissions accepted until 10 December 2025), we asked the community to comment on our revised code of meeting practice.

All councils must adopt a code of meeting practice, which includes the mandatory provisions set out in the NSW model code of meeting practice. The Office of Local Government released a new model code of meeting - it determines that Council and committee meetings are exclusively for councillors to discuss and make decisions.

Under the new code of meeting practice, members of the public will no longer be allowed to speak on agenda items during committee meetings. Under the new provisions, Council may hold public forums before meetings. Committee and Council meetings will be open for the public to observe in person or online.

This summary provides an overview of the feedback received and outlines the engagement activities that took place to support the consultation.

What the community told us

We received 7 submissions during the consultation period. This included 4 email submissions and 3 submissions via the online feedback form.

Overall sentiment

All submissions opposed the changes. Of the submissions received, 3 were received from community groups:

- 1 x Friends of Ultimo
 - 2 x Pyrmont Action Inc
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Concerns raised in the submissions:

- Decision-making should remain balanced, without the Lord Mayor having disproportionate influence.
 - Community members should retain the right to speak on agenda items during committee meetings.
 - Committee meetings should operate with transparency and fairness, providing genuine opportunities for community voices to be heard
 - Council should avoid actions or decisions that may be perceived as undemocratic.
 - Public forums are generally designed for information delivery rather than for meaningful dialogue, feedback, or discussion
 - The change may limit community members' ability to present their views directly to decision-makers and may reduce the effectiveness of community engagement in the formal meeting process.
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Engagement activities

Activities to support the consultation

- **Sydney Your Say webpage**

A webpage was created and open from 29 October to 26 November 2025. The page included key information on what is a code of meeting practice, why the changes were being made and what they were, the draft code of meeting practice document and a marked-up WORD documents.

It received 261 page views and 29 document downloads during this period.

- **Online feedback form Survey Monkey**

The community were able to give feedback using an online form, it opens from 29 October to 10 December 2025. A link to the form was provided on the Sydney Your Say webpage.

- **Notification email via Campaign Monitor**

A notification email sent on 31 October to 38 stakeholders via Campaign Monitor. See appendix A.

- **Sydney Your Say e-news**

The project was included in the November edition of Sydney Your Say e-newsletter. See appendix B.

- November issue sent on 12 November 2025 to 4,056 subscribers.

Appendix A – notification email



City of Sydney <mail@cityofsydney.nsw.gov.au>
To: Patricia Ma

Retention Policy 7 Year retention policy (7 years)

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Sydney Your Say



Your say on our revised code of meeting practice

All councils must adopt a code of meeting practice, which includes the mandatory provisions set out in the NSW model code of meeting practice.

The Office of Local Government released a new model code of meeting practice for local councils that will take effect on 1 January 2026.

We invite your feedback on the updated code.

How you can address Council and committees

The Office of Local Government determines that Council and committee meetings are exclusively for councillors to discuss and make decisions. Under the new code of meeting practice, members of the public will no longer be allowed to speak on agenda items during committee meetings.

Under the new provisions, Council may hold public forums before meetings. Committee and Council meetings will be open for the public to observe in person or online.

When the Office of Local Government publishes guidance about how it expects public forums to be run, we'll update you.

How you can give feedback

View the changes and [give us your feedback](#) by 5pm on 10 December.

Contact us

Contact Erin Cashman on 02 9265 9333 or at sydneyyoursay@cityofsydney.nsw.gov.au

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Appendix B – Sydney Your Say e-news item



Image: Katherine Griffiths / City of Sydney

Our revised code of meeting practice

Our updated policy includes the new model code of meeting practice released by the Office of Local Government, some optional provisions and other rules specific to the City of Sydney.

Learn what's changing and provide your comments by Wednesday 10 December.

[Read more](#)