



# MINUTES

The Minutes of the Council meeting held at the  
Council Chambers, North Sydney  
at 7pm on Monday 12 May 2025.



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## 1. Opening Meeting

At the commencement of business (7:00pm) those present were: The Mayor, and Councillors Antonini, Beregi, Carr, Holding, Hoy, Keen, Santer and Spenceley.

The meeting was opened by the Mayor.

## 2. Acknowledgement of Country RECOGNITION OF THE CAMMERAYGAL PEOPLE

We respectfully acknowledge the Traditional Custodians of the land and waters of North Sydney local government area, the Cammeraygal people.

The Acknowledgement of Country was read by Councillor Carr.

## 3. Apologies and applications for leaves of absence or attendance by audio-visual link by councillors

It was moved by Councillor Beregi and seconded by Councillor Santer:

**1. THAT** Council grant Leave of Absence to Councillor Welch.

The Motion was put and **Carried**.

Voting was as follows:

For/Against 9 / 0

**For:** Councillor Antonini, Councillor Baker, Councillor Beregi, Councillor Carr, Councillor Holding, Councillor Hoy, Councillor Keen, Councillor Santer, and Councillor Spenceley

**Against:** Nil

**Absent:** Nil

### 93. RESOLVED:

**1. THAT** Council grant Leave of Absence to Councillor Welch.

## 4. Confirmation of Minutes

The Motion was moved by Councillor Santer and seconded by Councillor Carr.

The Motion was put and **Carried**.

Voting was as follows:

For/Against 9 / 0

**For:** Councillor Antonini, Councillor Baker, Councillor Beregi, Councillor Carr, Councillor Holding, Councillor Hoy, Councillor Keen, Councillor Santer, and Councillor Spenceley

**Against:** Nil

**Absent:** Nil

**94. RESOLVED:**

**1. THAT** the Minutes of the Council Meeting held on Monday 28 April 2025 be taken as read and confirmed.

## **5. Disclosures of Interest**

Nil

## **6. Public Forum**

A Motion was moved by Councillor Beregi and seconded by Councillor Antonini:

**1.THAT** the Public Forum be opened, and that the following item be considered as part of the Public Forum:

10.3	Parking Meter Fees and Service Fee Clarification
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The Motion was put and **Carried**.

Voting was as follows:

For/Against 9 / 0

**For:** Councillor Antonini, Councillor Baker, Councillor Beregi, Councillor Carr, Councillor Holding, Councillor Hoy, Councillor Keen, Councillor Santer, and Councillor Spenceley

**Against:** Nil

**Absent:** Nil

**RESOLVED:**

**1.THAT** the Public Forum be opened, and that the following item be considered as part of the Public Forum:

10.3	Parking Meter Fees and Service Fee Clarification
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## Public Forum

### 10.3. Parking Meter Fees and Service Fee Clarification

*This item was brought forward as part of the Public Forum (see page 4).*

**AUTHOR:** Mia Stubis, Coordinator Parking Meters

#### **PURPOSE**

This report provides Council with advice in relation to the NSW Government's revised Pay Parking and Controlled Loading Zone Guidelines and the application of service fees associated with parking software or payment apps.

#### **EXECUTIVE SUMMARY**

- In response to the 3G network shutdown, and consequential redundancy of council's car parking meter technology, a new pay parking meter system was implemented in July 2024.
- Section 96 of the Road Transport (General) Regulation (The Regulation) requires that the cost of administering the parking scheme must be borne by the parking authority.
- The new system chosen by Council, provided increased functionality including additional payment options of a QR code payment and an online app to allow customisation of parking needs by users. The cost of this parking app was to be borne by the user on a 'user pays' principle through an 8.25% service fee.
- As the supplemental payment options are an added function designed to support the user with their parking and not required for the administration of the parking scheme, this function was not considered to fall within Section 96.
- The introduction of this service fee which aligns with 'user pays principles' has become common amongst Councils who have updated user pays parking systems as technology has evolved.
- Any transfer of cost to Council becomes a cost absorbed by ratepayers rather than the individual user.
- In March 2025, the NSW Government announced a review of The Permit Parking Guidelines (PPG) and Pay Parking and Controlled Loading Zone Guidelines (PPCLZG) with submission open to 2 May 2025.
- The draft PPCLZG aims to clarify the requirements and implications of section 96 of the Regulation to ensure that surcharges, fees and costs are no longer applied separately to users. The updated guidelines are proposed to be released mid-year 2025.

- Compliance with the Revised PPCLZG and removal of the service fees will result in costs of approximately \$334,000 per year.
- Pricing for car parking is based upon 'market competitiveness' within Councils Revenue Policy. Having considered the impact of the additional cost in developing car parking fees for 2025/26, we have determined that increasing these fees to absorb the cost of the parking app is not supported by this principle.
- The financial forecast for Council will have to be adjusted to incorporate the additional cost associated with removing the service fee of 8.25%. While this does impact the budget, overall, the new car parking system has generated savings for Council.

#### **RECOMMENDATION:**

- 1. THAT** Council notes the proposed changes to the Pay Parking and Controlled Loading Zone Guidelines (PPCLZG), expected to be released mid-2025, which will require Council to absorb the service fee of 8.25% currently charged directly to users.
- 2. THAT** Council incorporates the additional cost into the 2025/26 budget through the September 2025 Quarterly budget review process.
- 3. THAT** the Draft Fees and Charges for 2025/26 as outlined in this report be endorsed and placed on public exhibition for 28 days.
- 4. THAT** a further report be prepared for Council's consideration after the submissions period to facilitate adoption of the Fees and Charges Schedule 2025/26.

The following person spoke to this item as part of the Public Forum:

- Simon Berry (local resident)

A Motion was moved by Councillor Beregi and seconded by Councillor Holding:

- 1. THAT** Council notes the proposed changes to the Pay Parking and Controlled Loading Zone Guidelines (PPCLZG), expected to be released mid-2025, which will require Council to absorb the service fee of 8.25% currently charged directly to users.
- 2. THAT** Council incorporates the additional cost into the 2025/26 budget through the September 2025 Quarterly budget review process.
- 3. THAT** the Draft Fees and Charges for 2025/26 as outlined in this report be endorsed and placed on public exhibition for 28 days.
- 4. THAT** a further report be prepared for Council's consideration after the submissions period to facilitate adoption of the Fees and Charges Schedule 2025/26.
- 5. THAT** Council staff produce a report on the matters raised by the Speaker regarding the legality of fee collection.

The Motion was put and **Carried**.

Voting was as follows:

For/Against 9 / 0

**For:** Councillor Antonini, Councillor Baker, Councillor Beregi, Councillor Carr, Councillor Holding, Councillor Hoy, Councillor Keen, Councillor Santer, and Councillor Spenceley

**Against:** Nil

**Absent:** Nil

**95. RESOLVED:**

- 1. THAT** Council notes the proposed changes to the Pay Parking and Controlled Loading Zone Guidelines (PPCLZG), expected to be released mid-2025, which will require Council to absorb the service fee of 8.25% currently charged directly to users.
- 2. THAT** Council incorporates the additional cost into the 2025/26 budget through the September 2025 Quarterly budget review process.
- 3. THAT** the Draft Fees and Charges for 2025/26 as outlined in this report be endorsed and placed on public exhibition for 28 days.
- 4. THAT** a further report be prepared for Council's consideration after the submissions period to facilitate adoption of the Fees and Charges Schedule 2025/26.
- 5. THAT** Council staff produce a report on the matters raised by the Speaker regarding the legality of fee collection.

**7. Items Considered by Exception**

No items were considered by exception.

**8. Mayoral Minutes**

Nil

**9. Reports of Committees**

Nil

**10. Reports to Council**

**10.1. Bike-Share Operations in the North Sydney Local Government Area - response to Council resolution**

**AUTHOR:** Eoin Cunningham, Service Unit Manager Traffic & Transport Operations

**PURPOSE**

The purpose of this report is to respond to a resolution of Council of 10 March 2025 regarding bike-share services operating in the North Sydney Local Government Area.

## EXECUTIVE SUMMARY:

- In August 2024, Council made a submission to the NSW Upper House Inquiry into the use of e-scooters, e-bikes, and related mobility options. Amongst other things, the submission called for actions to address safety issues and greater regulation on the use of e-bikes and e-scooters.
- The findings of the Inquiry were tabled in the NSW Upper House in February 2025, and a response is anticipated from the NSW Government in May 2025.
- On 11 September 2023, Council resolved to delegate authority to the Chief Executive Officer to finalise negotiations and enter an MoU with Lime Bikes for a 12-month share e-bike trial to operate in the North Sydney LGA. However, no agreement was reached between the Operator and Council at the time.
- In late February 2025, Council staff met with representatives of Lime Bikes to discuss improving the operation within North Sydney. Lime Bikes indicated an interest to revisit the MoU with an aim to address the issues raised by the community and establishing a base level of operation for bike-share operators.
- The MoU is currently with the parties' respective legal representatives. It is anticipated that the MoU will be finalised within six months. Councillors will then be briefed on the draft memorandum.

## RECOMMENDATION:

**1. THAT** the report responding to the Council resolution of 10 March 2025 in relation to bike-share operations in the North Sydney Local Government Area be received.

The Motion was moved by Councillor Santer and seconded by Councillor Beregi.

The Motion was put and **Carried**.

Voting was as follows:

For/Against 9 / 0

**For:** Councillor Antonini, Councillor Baker, Councillor Beregi, Councillor Carr, Councillor Holding, Councillor Hoy, Councillor Keen, Councillor Santer, and Councillor Spenceley

**Against:** Nil

**Absent:** Nil

## 96. RESOLVED:

**1. THAT** the report responding to the Council resolution of 10 March 2025 in relation to bike-share operations in the North Sydney Local Government Area be received.



## 10.2. Internal Audit Function - Shared Service Agreement

**AUTHOR:** Luke Harvey, Director Corporate Services

### **PURPOSE:**

The purpose of this report is present information on Council's shared Internal Audit Function and to seek approval for a new shared service agreement.

### **EXECUTIVE SUMMARY:**

- North Sydney Council has utilised a shared internal audit function since 2009.
- Under this agreement Council receives a set number of independent audits each year from its audit plan, which are managed through the shared Head of Internal Audit.
- The shared agreement enables Councils to leverage their combined purchasing power to gain efficiency and obtain shared learnings that contribute to improvements at each member Council.
- An updated draft agreement was reviewed and endorsed by General Managers/Chief Executive Officers at a meeting of shared service member Councils on 2 April 2025.

### **RECOMMENDATION:**

**1. THAT** Council approves the updated Internal Audit Function shared service agreement for signing by the Chief Executive Officer on behalf of Council.

The Motion was moved by Councillor Beregi and seconded by Councillor Carr.

The Motion was put and **Carried**.

Voting was as follows:

For/Against 9 / 0

**For:** Councillor Antonini, Councillor Baker, Councillor Beregi, Councillor Carr, Councillor Holding, Councillor Hoy, Councillor Keen, Councillor Santer, and Councillor Spenceley

**Against:** Nil

**Absent:** Nil

### **97. RESOLVED:**

**1. THAT** Council approves the updated Internal Audit Function shared service agreement for signing by the Chief Executive Officer on behalf of Council.

### **10.3. Parking Meter Fees and Service Fee Clarification**

*This item was brought forward as part of the Public Forum (see pages 5 - 7).*

### **10.4. Draft Community Engagement Strategy**

**AUTHOR:** Catrin Hobart, Executive Manager Corporate Affairs

**PURPOSE:**

The purpose of this report is to seek approval from Council to exhibit the draft 2025-2029 Community Engagement Strategy including the Community Participation Plan.

**EXECUTIVE SUMMARY:**

- The new 2025-2029 Community Engagement Strategy (CES) replaces the previous North Sydney Community Engagement Protocol (adopted in November 2019), in line with the Office of Local Government guideline to review the CES every four years.
- The new CES follows best practice recommendations from the Integrated Planning and Reporting Handbook for Local Councils in NSW (2021) and aligns with the community engagement principles in the Environmental Planning and Assessment Act 1979.
- The Community Engagement Strategy (CES) provides a framework for how North Sydney Council will engage with the community to support the development of its plans, policies, programs, and key activities. It provides clear guidelines detailing how, when, and with whom Council will engage, ensuring that every step of the process is transparent and accountable.
- The CES also includes the Community Participation Plan (CPP) that sets out when and how Council will undertake community engagement across its specific planning functions. This is required under the Environment Planning and Assessment Act 1979 (EP&A Act).
- As part of the new CES, eight new Strategic Advisory Reference (STAR) committees will be established to provide strategic advice and expert input towards the implementation of the Community Strategic Plan and Delivery Program. These Committees will assist the Council to leverage the social capital within North Sydney to enhance strategic outcomes.
- Approval is now sought to publicly exhibit the draft CES and invite community feedback from 14 May to 11 June 2025. Following this consultation, the CES will be presented to Council for adoption.

**RECOMMENDATION:**

- 1. THAT** Council undertake community consultation on the draft 2025-2029 Community Engagement Strategy (including the Community Participation Plan) attached to this report from 14 May to 11 June 2025.
- 2. THAT** Council receive a report on the outcomes and feedback from the community engagement on the draft 2025-2029 Community Engagement Strategy, at the meeting of Council scheduled for 23 June 2025.

The Motion was moved by Councillor Antonini and seconded by Councillor Santer.

The Motion was put and **Carried**.

Voting was as follows:

For/Against 9 / 0

**For:** Councillor Antonini, Councillor Baker, Councillor Beregi, Councillor Carr, Councillor Holding, Councillor Hoy, Councillor Keen, Councillor Santer, and Councillor Spenceley

**Against:** Nil

**Absent:** Nil

**98. RESOLVED:**

- 1. THAT** Council undertake community consultation on the draft 2025-2029 Community Engagement Strategy (including the Community Participation Plan) attached to this report from 14 May to 11 June 2025.
- 2. THAT** Council receive a report on the outcomes and feedback from the community engagement on the draft 2025-2029 Community Engagement Strategy, at the meeting of Council scheduled for 23 June 2025.

**10.5. The Coal Loader - budget redirection**

**AUTHOR:** Danielle Birkbeck, Acting Manager Environmental Services

**PURPOSE:**

The purpose of this report is to seek Council approval for the redirection of The Coal Loader education project funds to priority asset maintenance and repair works.

**EXECUTIVE SUMMARY:**

- In September 2024, funds were allocated to The Coal Loader digital wall project, forming part of the Genia McCaffery Display Room upgrade.
- Anticipated costs of the project totalled \$150,000.

- The digital wall was planned to be in the Genia McCaffery Building, however, this building is experiencing significant deterioration, needing urgent asset maintenance to address priority issues.
- It is proposed that funds be redirected from the digital wall project to priority asset maintenance.

**RECOMMENDATION:**

**1. THAT** Council approve the redirection of The Coal Loader education project funds to priority asset maintenance and repair works.

The Motion was moved by Councillor Santer and seconded by Councillor Holding.

The Motion was put and **Carried**.

Voting was as follows:

For/Against 9 / 0

**For:** Councillor Antonini, Councillor Baker, Councillor Beregi, Councillor Carr, Councillor Holding, Councillor Hoy, Councillor Keen, Councillor Santer, and Councillor Spenceley

**Against:** Nil

**Absent:** Nil

**99. RESOLVED:**

**1. THAT** Council approve the redirection of The Coal Loader education project funds to priority asset maintenance and repair works.

**11. Notices of Motion**

Nil

**12. Matters of Urgency**

Nil

**13. Closure**

The meeting concluded at 7.23pm.