

18 APRIL 2017

**LATE ITEM**

**Finance and Governance Committee Meeting No. 3/17  
TUESDAY 18 APRIL 2017.**

**Council Chambers, Level 1A,  
1 Pope Street, Ryde - 6.00pm**

## English

If you do not understand this letter, please come to the 1 Pope Street, Ryde (within Top Ryde Shopping Centre), Ryde, to discuss it with Council Staff who will arrange an interpreter service. Or you may ring the Translating & Interpreting Service on 131 450 to ask an interpreter to contact you. Council's phone number is 9952 8222. Council office hours are 8:30am to 5:00pm, Monday to Friday.

## Arabic

إذا لم تفهم محتوى هذه الرسالة، يرجى الحضور إلى 1 Pope Street، Ryde (في Top Ryde Shopping Centre)، Ryde، لمناقشتها مع موظفي المجلس الذين سوف يرتبون للاستعانة بمترجم شفهي. أو قد يمكنك الاتصال بخدمة الترجمة التحريرية والشفهية على الرقم 131 450 لتتطلب من المترجم الاتصال بك. رقم هاتف المجلس هو 9952 8222. ساعات عمل المجلس هي 8:30 صباحاً حتى 5:00 مساءً، من الاثنين إلى الجمعة.

## Armenian

Եթե դուք չեք հասկանում սույն նամակի բովանդակությունը, խնդրում ենք այցելել 1 Pope Street, Ryde (որը գտնվում է Top Ryde Shopping Centre-ի մեջ), Ryde, քննարկելու այն Քաղաքային Խորհրդի անձնակազմի հետ, ովքեր ձեզ համար կապահովեն թարգմանչական ծառայություն: Կամ կարող եք զանգահարել Թարգմանչական Ծառայություն 131 450 հեռախոսահամարով և խնդրել, որ թարգմանիչը ձեզ զանգահարի: Խորհրդի հեռախոսահամարն է 9952 8222: Խորհրդի աշխատանքային ժամերն են՝ առավոտյան ժամը 8:30-ից մինչև երեկոյան ժամը 5:00, երկուշաբթիից մինչև ուրբաթ:

## Chinese

如果你不明白这封信的内容，敬请前往1 Pope Street, Ryde（位于Top Ryde Shopping Centre内），向市政府工作人员咨询，他们会为您安排口译服务。此外，您也可以拨打131 450联络翻译和口译服务，要求口译员与您联系。市政府电话号码为9952 8222。市政府办公时间为周一至周五上午8:30至下午5:00。

## Farsi

لطفاً اگر نمی توانید مندرجات این نامه را درک کنید، به نشانی 1 Pope Street، Ryde (در Top Ryde Shopping Centre) مراجعه کنید تا با استفاده از یک مترجم دراین باره با یکی از کارکنان شورای شهر گفتگو کنید. یا آنکه می توانید با خدمات ترجمه کتبی و شفاهی به شماره 131 450 تماس گرفته و بخواهید که به یک مترجم ارتباط داده شوید. شماره تماس شورای شهر 9952 8222 و ساعات کاری آن از 8:30 صبح تا 5:00 بعد از ظهر روزهای دوشنبه تا جمعه است.

## Italian

Se avete difficoltà a comprendere questa lettera, venite in 1 Pope Street, Ryde (dentro al Top Ryde Shopping Centre), Ryde, per discutere con il personale del Comune che organizzerà un servizio di interpretariato. Potete anche contattare il Servizio di Traduzione e Interpretariato al 131 450 per chiedere a un interprete di contattarvi. Il numero di telefono del Comune è il 9952 8222. Gli orari di ufficio del Comune sono dalle 8.30 alle 17 dal lunedì al venerdì.

## Korean

이 서신을 이해할 수 없을 경우, 1 Pope Street, Ryde (Top Ryde Shopping Centre 내)에 오셔서 통역사 서비스를 주선할 시의회 직원과 논의하십시오. 혹은 통번역서비스에 131 450으로 전화하셔서 통역사가 여러분에게 연락하도록 요청하십시오. 시의회의 전화번호는 9952 8222입니다. 시의회 사무실 업무시간은 월요일에서 금요일, 오전 8시 30분에서 오후 5시까지입니다.

**Meeting Date:** Tuesday 18 April 2017  
**Location:** Council Chambers, Level 1A, 1 Pope Street, Ryde  
**Time:** 6.00pm

**NOTICE OF BUSINESS**

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**LATE ITEM**

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## **LATE ITEM**

### **11 CITY OF RYDE LOCAL GOVERNMENT ELECTION - 9 SEPTEMBER 2017**

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**Report prepared by:** Governance Coordinator

**File No.:** CLR/07/8/98 - BP17/373

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#### **REPORT SUMMARY**

This report advises Council that the Minister for Local Government has issued a Ministerial Order under Section 318C of the Local Government Act, 1993 notifying the City of Ryde that a general election will be held on Saturday, 9 September 2017.

Initial planning for the election is summarised in this report, together with office accommodation requirements for the Returning Officer and an estimated cost of conducting the election.

This report also highlights a number of challenges confronting Council, given the timing of the election and the uncertainty surrounding the timeframe of likely amalgamations.

#### **RECOMMENDATION:**

**That Council allocate a budget of \$660,000, funded from the Election Reserve, for the conduct of the September 2017 Local Government Election.**

#### **ATTACHMENTS**

- 1 Ministerial Order of 7 April 2017 - Election to be held on 9 September 2017

Report Prepared By:

**Lorie Parkinson**  
**Governance Coordinator**

Report Approved By:

**John Schanz**  
**Manager - Risk, Audit and Governance**

**Steven Kludass**  
**Acting Director - Corporate and Organisational Support Services**

## ITEM 11 (continued)

### Discussion

On 7 April 2017, Ms Gabrielle Upton MP, Minister for Local Government issued an Order that the City of Ryde, among other Councils, is to conduct a local government election on 9 September 2017.

This Order appeared in the NSW Government Gazette of 10 April 2017, and is appended as **ATTACHMENT 1**.

### Conduct of the Election

Councillors may recall that at the Council Meeting of 10 February 2015, Council resolved to enter into an all-elections contract with the NSW Electoral Commission (NSWEC), which was duly signed by the General Manager on 3 June 2015.

In accordance with this contract, the NSWEC will therefore be conducting the September 2017 election on behalf of the City of Ryde.

### Councillor Numbers, Ward Boundaries and Election of the Mayor

At the Council meeting of 11 August 2015, it was resolved that for the 2016 to 2020 term:

- (a) The numbers of Councillors would be maintained at 12;
- (b) The City of Ryde electoral wards would remain as East, West and Central with no changes to boundaries; and
- (c) the City of Ryde Mayor would be elected annually from the elected Council

As Section 224 of the *Local Government Act, 1993* requires that Council determine the number of Councillors for the following term of office not less than 12 months before the next ordinary election, it is not possible to vary the decision made in August 2015 at this point in time. Furthermore, decisions regarding the number of Councillors, the method by which the Mayor attains office, and the abolishment or change to ward structure, must be approved by the electorate at a constitutional referendum.

Therefore, the decisions made at the meeting of 11 August 2015 regarding these matters, will continue to apply for the proposed 2017-2020 term of Council.

It is important to note that following this election, the City of Ryde Mayor will hold office for a 2 year term, in accordance with section 230 of the *Local Government Act, 1993*, as amended by the *Local Government Amendment (Governance and Planning) Act, 2016*.

**ITEM 11 (continued)**Informing the community

Given the Ministerial Order, the City of Ryde will now commence a communication campaign in order to raise awareness amongst our community, and eliminate any confusion that may have arisen due to conflicting information on this matter.

This campaign will include communications through the Mayoral column in the local newspaper, City of Ryde website, social media and a flyer to be included as part of the next Council rates mail-out in July 2017. These activities are in addition to the statutory advertising that Council is required to undertake in the lead-up to Election Day, the bulk of which will be commissioned by the NSWEC.

Prospective Candidates

The candidate nomination period is from 31 July 2017 until 9 August 2017.

There are a number of methods proposed to ensure that prospective candidates understand the role and obligations of a local government Councillor and the process to nominate.

Firstly, the NSWEC has published a series of Candidate Information sessions on its website but will not be running seminars locally. The purpose of this online seminar is to provide consistency and accessibility to all prospective candidates.

In 2016, Local Government NSW facilitated prospective candidate briefings prior to the September 2016 elections. Council will make enquiries as to whether similar briefings will be available for the upcoming 2017 election.

**Challenges**

Council has identified the following challenges and risks in relation to the conduct of the proposed elections on 9 September 2017. A number of these challenges stem from the timing of the proposed election given the uncertainty over the timing of the proposed amalgamations.

**1. Current climate – Pending Amalgamations**

In engaging the NSWEC to conduct the election, Council has estimated that it will incur costs of approximately \$660,000 (a portion of which will be spent in the coming weeks). However, given the current status of impending amalgamations and the uncertainty over the timing of Proclamations, Council faces a high risk that this expenditure is seen as a waste of funds by the community and other key stakeholders, particularly if the Proclamation was announced either before or in the months immediately following the proposed election date.



**ITEM 11 (continued)**

This could also adversely impact Council's reputation as the community may interpret this as a Council decision rather than a State Government directive.

**2. Attraction of suitable candidates**

Given the timing of the proposed election and the uncertainty surrounding the timing of proposed amalgamations, Council may also attract a smaller pool of candidates. Prospective candidates often make a significant personal financial investment as well as a large commitment in terms of time and effort and the uncertainty surrounding the prospect of amalgamations may result in Council not being able to attract a sufficient or suitable pool of quality candidates. This may result in an outcome that is not in the best 'democratic' interests of our community.

**3. Accommodation for Returning Officer**

Council has been requested to locate suitable accommodation for the Returning Office. The Returning Office for Ryde is proposed to be operational for a 14 week period from 26 June to 29 September with the preferred location being Council-owned premises in Ryde. The selected office will be used for several purposes including secure storage of materials, training of polling place managers, pre-poll voting and the counting of ballot papers. Given this multitude of activities, it is essential there is sufficient space to successfully and efficiently run the election. The key features requested are as follows;

- An office space of approximately 400 square metres;
- Large enough to accommodate a shopfront, general office facilities, storage and basic amenities:
- Ground floor location;
- Open plan layout;
- Convenient location for pre-poll voters, close to the Ryde CBD and public transport;
- Secure, with deadlocks fitted and preferably an alarm installed;
- Dedicated space for the sole use of NSWEC staff;
- Easily accessible by people with limited mobility (e.g. wheelchair access);
- Able to provide 24 hour access to the building;
- Parking for staff and public parking nearby;
- Easy access for deliveries – often on a pallet (preferably loading dock or similar);
- Secure storage area.

Given the exacting specification, Council faces a challenge in securing suitable premises within the Ryde Local Government Area. A number of Council owned sites are currently being reviewed for suitability and availability.

**ITEM 11 (continued)**

As an alternative, Council is also investigating what suitable commercial premises might exist/be available in and around the Top Ryde locality. Council estimates that the cost of securing suitable commercial premises will be approximately \$60,000 for the 14 week period.

**Financial Implications**

With respect to past elections, the following costs have been incurred;

- September 2012 election cost was \$488k
- February 2015 by-election cost was \$131k

In December 2014, Council received an estimate of \$567k for conducting the September 2016 election. Using this figure as a basis, it is reasonable to expect that the September 2017 election is likely to cost upwards of \$600k.

The above figures exclude the possible cost of leasing commercial space for the Returning Office. Based on the estimate outlined in this report, the total cost of conducting the 2017 Election is likely to be approximately \$660k.



**ITEM 11 (continued)****ATTACHMENT 1**

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**Government Notices****LOCAL GOVERNMENT ACT 1993**

## Order under Section 318C

I, the Hon GABRIELLE UPTON, MP, Minister for Local Government, in pursuance of section 318C(1) of the *Local Government Act 1993* (Act), do hereby order that the former orders made under section 318B(1)(b) of the Act on 12 April 2016 and 28 April 2016 are revoked for the councils identified in the attached Schedule and that 9 September 2017 is appointed as the date on which elections are to be held for each council identified in the attached Schedule.

Dated this 7th day of April 2017

GABRIELLE UPTON, MP  
Minister for Local Government

**SCHEDULE**

Schedule pursuant to the Ministerial Order dated 7 April 2017, under section 318C(1) of the *Local Government Act 1993*.

Bathurst Regional Council  
Blayney Shire Council  
Burwood Council  
Cabonne Shire Council  
Canada Bay Council  
Dungog Shire Council  
The Hills Shire Council  
Hornsby Shire Council  
Hunter's Hill Council  
Ku-ring-gai Municipal Council  
Lane Cove Municipal Council  
Mosman Municipal Council  
Newcastle City Council  
North Sydney Council  
Oberon Council  
Orange City Council  
Port Stephens Council  
Randwick City Council  
Ryde City Council  
Shellharbour City Council  
Strathfield Municipal Council  
Waverley Council  
Willoughby City Council  
Wollongong City Council  
Woolahra Municipal Council  
Maitland City Council