

Meeting Date: Tuesday 9 October 2018
Location: Council Chambers, Level 1A, 1 Pope Street, Ryde
Time: 6.45pm

NOTICE OF BUSINESS

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1 ELECTION OF CHAIRPERSON AND DEPUTY CHAIRPERSON

Report prepared by: Senior Coordinator - Civic Support
File No.: CLM/18/1/5/2 - BP18/1051

REPORT SUMMARY

The Chairperson and Deputy Chairperson of the Finance and Governance Committee are elected for a one (1) year term and the following procedures are to be followed for the election process:

- (a) Determination of method of voting (ordinary ballot, preferential ballot or open voting).
- (b) Announcement of nominations.
- (c) Conduct of election.

RECOMMENDATION:

- (a) That the Committee determine the method of voting for the election of the Chair and Deputy Chair.
- (b) That the General Manager or his delegate, as Returning Officer, undertake the election of the Chair and Deputy Chair for the ensuing twelve (12) months by announcing the nominations and then conducting the election.

ATTACHMENTS

There are no attachments for this report.

Report Prepared By:

Amanda Janvrin
Senior Coordinator - Civic Support

Report Approved By:

Joe So
Executive Manager - Strategy and Innovation

2 CONFIRMATION OF MINUTES - Finance and Governance Committee Meeting held on 14 August 2018

Report prepared by: Senior Coordinator - Civic Support
File No.: CLM/18/1/5/2 - BP18/885

REPORT SUMMARY

In accordance with Council's Code of Meeting Practice, a motion or discussion with respect to such minutes shall not be in order except with regard to their accuracy as a true record of the proceedings.

RECOMMENDATION:

That the Minutes of the Finance and Governance Committee 5/18, held on 14 August 2018, be confirmed.

ATTACHMENTS

- 1 MINUTES - Finance and Governance Committee Meeting - 14 August 2018

ITEM 2 (continued)

ATTACHMENT 1

**Finance and Governance Committee
MINUTES OF MEETING NO. 5/18**

Meeting Date: Tuesday 14 August 2018
Location: Council Chambers, Level 1A, 1 Pope Street, Ryde
Time: 6.47pm

Councillors Present: Councillors Pedersen (Chairperson), Brown, Gordon, Lane, Moujalli, Purcell and Zhou.

Note: Councillor Brown arrived at the meeting at 6.52pm during the presentation provided by Council's Chief Financial officer in relation to Item 3. He was not present for consideration or voting on Items 1, 2, 6 and 7.

Apologies: Councillors Clifton and Kim.

Note: In the absence of Councillor Kim, the Deputy Chairperson – Councillor Pedersen chaired the meeting.

Staff Present: General Manager, Director – Customer and Community Services, Director – Corporate Services, Director – City Planning and Environment, Director – City Works, Executive Manager – Strategy and Innovation, Manager – People and Culture, Manager – Communications and Engagement, Chief Financial Officer, Senior Coordinator – Civic Support and Executive Assistant to the General Manager.

DISCLOSURES OF INTEREST

There were no disclosures of interest.

**1 CONFIRMATION OF MINUTES - Finance and Governance Committee
Meeting held on 12 June 2018**

Note: Councillor Brown was not present for the consideration and voting on this Item.

RECOMMENDATION: (Moved by Councillors Gordon and Purcell)

That the Minutes of the Finance and Governance Committee 4/18, held on 12 June 2018, be confirmed.

ITEM 2 (continued)

ATTACHMENT 1

Record of Voting

For the Motion: Unanimous

Note: This matter will be dealt with at the Council Meeting to be held on **28 AUGUST 2018** in accordance with the Finance and Governance Committee Terms of Reference in Council's Code of Meeting Practice.

2 ITEMS PUT WITHOUT DEBATE

Note: Councillor Brown was not present for the consideration and voting on this Item.

RESOLUTION: (Moved by Councillors Purcell and Gordon)

That the Committee determine the following Items on the Agenda without debate:-

- **Item 6** – Reaffirmation of City of Ryde's Employment Practices
- **Item 7** – Advice on Court Actions

Record of Voting

For the Motion: Unanimous

6 REAFFIRMATION OF CITY OF RYDE'S EMPLOYMENT PRACTICES

Note: Councillor Brown was not present for the consideration and voting on this Item.

RECOMMENDATION: (Moved by Councillors Purcell and Gordon)

That this report is received for information and noted.

Record of Voting

For the Motion: Unanimous

Note: This matter will be dealt with at the Council Meeting to be held on **28 AUGUST 2018** in accordance with the Finance and Governance Committee Terms of Reference in Council's Code of Meeting Practice.

ITEM 2 (continued)

ATTACHMENT 1

7 ADVICE ON COURT ACTIONS

Note: Councillor Brown was not present for the consideration and voting on this Item.

RECOMMENDATION: (Moved by Councillors Purcell and Gordon)

That the report of the General Counsel be received.

Record of Voting

For the Motion: Unanimous

Note: This matter will be dealt with at the Council Meeting to be held on **28 AUGUST 2018** in accordance with the Finance and Governance Committee Terms of Reference in Council's Code of Meeting Practice.

3 REVIEW OF COUNCIL'S RESOURCING STRATEGY & RESOURCE PLANS

Note: Council's Chief Financial Officer provided the meeting with a presentation regarding Council's Resourcing Strategy and Resource Plans.

Note: Councillor Brown arrived at the meeting at 6.52pm during the presentation from Council's Chief Financial Officer.

RECOMMENDATION: (Moved by Councillors Purcell and Gordon)

- (a) That Council endorse the revised Draft Resource Strategy, Draft Asset Management Plan, Draft Workforce Plan, Draft Information and Communication Technology Plan and Draft Long Term Financial Plan, which are attached to this report; and
- (b) That the Chief Financial Officer presents a short presentation on the review of Council's Resourcing Strategy and associated Resource Plans.

Record of Voting

For the Motion: Unanimous

Note: This matter will be dealt with at the Council Meeting to be held on **28 AUGUST 2018** in accordance with the Finance and Governance Committee Terms of Reference in Council's Code of Meeting Practice.

ITEM 2 (continued)

ATTACHMENT 1

**4 2018 LOCAL GOVERNMENT NSW ANNUAL CONFERENCE - ALBURY - 21
October to 23 October 2018**

RECOMMENDATION: (Moved by Councillors Purcell and Gordon)

- (a) That Council nominate the following Councillors to attend the 2018 Local Government NSW Annual Conference as voting delegates:-
- The Mayor, Councillor Laxale
 - Councillor Purcell
 - Councillor Pedersen
 - Councillor Kim
 - Councillor Gordon
 - Councillor Clifton
 - Councillor Zhou
- (b) That Council nominate Councillor Maggio to attend the 2018 Local Government NSW Annual Conference as a non-voting delegate (observer).
- (c) That Council note that the General Manager will determine which staff will attend the Conference.
- (d) That Council endorse the Motions listed in this report for submission to Local Government NSW for inclusion in the Business Papers for the Annual Conference.

On being put to the Meeting, Councillors Lane and Moujalli abstained from voting and accordingly their votes were recorded Against the Motion.

Record of Voting

For the Motion: Councillors Brown, Gordon, Pedersen, Purcell and Zhou

Against the Motion: Councillor Lane and Moujalli

Note: This matter will be dealt with at the Council Meeting to be held on **28 AUGUST 2018** in accordance with the Finance and Governance Committee Terms of Reference in Council's Code of Meeting Practice.

ITEM 2 (continued)

ATTACHMENT 1

5 CITIES POWER PARTNERSHIP SUMMIT 2018 - ACCELERATING LOCAL ACTION - 18 AND 19 OCTOBER 2018, KIAMA NSW

MOTION: (Moved by Councillors Gordon and Purcell)

- (a) That Council approve Councillors Clifton and Pedersen's request to attend the Cities Power Partnership Summit in Kiama, including attendance fees, accommodation, travel and other associated expenses.
- (b) That Council determine whether any other Councillor attend this Conference.

AMENDMENT: (Moved by Councillors Moujalli and Lane)

- (a) That Council approve Councillors Clifton and Pedersen's request to attend the Cities Power Partnership Summit in Kiama, including attendance fees, accommodation, travel and other associated expenses.
- (b) That Council determine whether any other Councillor attend this Conference.
- (c) That all Councillors that have attended conferences since September 2017 provide a written report to be included in the Councillor Information Bulletin as soon as possible.

On being put to the Meeting, the voting on the Amendment was six (6) For and one (1) Against. The Amendment was **CARRIED** and then became the Motion.

Record of Voting

For the Amendment: Councillors Brown, Lane, Moujalli, Pedersen, Purcell and Zhou

Against the Amendment: Councillor Gordon

RECOMMENDATION: (Moved by Councillors Moujalli and Lane)

- (a) That Council approve Councillors Clifton and Pedersen's request to attend the Cities Power Partnership Summit in Kiama, including attendance fees, accommodation, travel and other associated expenses.
- (b) That Council determine whether any other Councillor attend this Conference.
- (c) That all Councillors that have attended conferences since September 2017 provide a written report to be included in the Councillor Information Bulletin as soon as possible.

ITEM 2 (continued)

ATTACHMENT 1

Record of Voting

For the Motion: Unanimous

Note: This matter will be dealt with at the Council Meeting to be held on **28 AUGUST 2018** in accordance with the Finance and Governance Committee Terms of Reference in Council's Code of Meeting Practice.

6 REAFFIRMATION OF CITY OF RYDE'S EMPLOYMENT PRACTICES

Note: This Item was considered earlier in the meeting as detailed in these Minutes.

7 ADVICE ON COURT ACTIONS

Note: This Item was considered earlier in the meeting as detailed in these Minutes.

The meeting closed at 7.28pm

CONFIRMED THIS 9TH DAY OF OCTOBER 2018

Chairperson

3 ITEMS PUT WITHOUT DEBATE

Report prepared by: Senior Coordinator - Civic Support
File No.: CLM/18/1/5/2 - BP18/886

REPORT SUMMARY

In accordance with Council's Code of Meeting Practice, the Committee can determine those matters on the Agenda that can be adopted without the need for any discussion.

RECOMMENDATION:

That the Committee determine the Items on the Agenda that will be adopted without any debate.

OR

That the Committee determine all Items on the Agenda.

4 ANNUAL DISCLOSURE OF PECUNIARY INTERESTS

Report prepared by: Governance Coordinator

File No.: GRP/09/5/13 - BP18/914

REPORT SUMMARY

This report provides a summary of the status of all Disclosure of Pecuniary Interest Returns that were required to be lodged for the period 1 July 2017 to 30 June 2018, in accordance with the *Local Government Act 1993* (the Act).

Under Section 449 of the Act, Councillors and designated persons are required to lodge an annual Disclosure of Pecuniary Interests Return by 30 September each year. In addition, Section 450A of the Act requires the General Manager to keep a register of the pecuniary interest returns that are required to be lodged, and of those that have been lodged.

Council is advised that 219 Returns have been completed as detailed in the report.

RECOMMENDATION:

That the Register of Disclosure of Pecuniary Interest Returns is tabled as required under Section 450A of the *Local Government Act, 1993*.

ATTACHMENTS

- 1 Annual Disclosures of Pecuniary Interests - Councillors and Designated Persons

Report Prepared By:

Alison Milne
Governance Coordinator

Report Approved By:

John Schanz
Manager - Corporate Governance

Steven Kludass
Director - Corporate Services

ITEM 4 (continued)**Discussion**

Section 449(3) of the *Local Government Act 1993* (the Act) requires Councillors and designated persons to lodge an annual Disclosure of Pecuniary Interests Return with the General Manager by 30 September each year.

Section 450A of the Act requires the General Manager to keep a register of the Disclosure of Pecuniary Interest Returns and to table these returns at the first Council meeting after the lodgement date.

Council is advised that 12 Councillors and 207 Council staff lodged their completed forms by the 30 September 2018 deadline, thus meeting the Section 449(3) requirement. It should be noted that 2 Council officers did not submit their form by the deadline. One staff member is on parental leave returning in April 2019 and another staff member is on annual leave until the 2nd of October 2018 and will be completing the disclosure upon his return.

In accordance with Section 450A(2)(b), the 2017-2018 Register of Disclosure of Pecuniary Interests Returns is tabled.

Financial Implications

Adoption of the recommendation will have no financial impact.

ITEM 4 (continued)
ATTACHMENT 1

Pecuniary Interest Returns - Councillors and Designated Persons	
Councillor	Date Lodged
Clr Jerome Laxale - Mayor	3 September 2018
Clr Zhou - Deputy Mayor	16 September 2018
Clr Christopher Gordon	28 August 2018
Clr Jordan Lane	29 July 2018
Clr Roy Maggio	15 August 2018
Clr Penny Pedersen	28 August 2018
Clr Edwina Clifton	28 August 2018
Clr Chris Moujalli	28 August 2018
Clr Bernard Purcell	24 August 2018
Clr Sarkis Yedellian	10 August 2018
Clr Trenton Brown	11 September 2018
Clr Peter Kim	10 August 2018
Position	Date Lodged
GENERAL MANAGER	10 August 2018
EXECUTIVE MANAGER STRATEGY AND INNOVATION	16 August 2018
EXECUTIVE ASSISTANT TO GM	9 August 2018
EA - MAYOR & COUNCILLORS	23 August 2018
SENIOR COORDINATOR GOVERNANCE	23 August 2018
GENERAL COUNSEL	19 September 2018
SOLICITOR	10 September 2018
DIRECTOR CITY PLANNING & DEVELOPMENT	24 August 2018
EXECUTIVE ASSISTANT CITY PLANNING & DEVELOPMENT	17 August 2018
MANAGER CITY PLANNING	11 September 2018
DEVELOPMENT CONTRIBUTIONS COORDINATOR	4 September 2018
SENIOR COORDINATOR CITY ACTIVATION	1 August 2018
ECONOMIC DEVELOPMENT COORDINATOR	29 August 2018
CENTRES COORDINATOR	16 August 2018
CASUAL ADMINISTRATION/PROJECT OFFICER	10 September 2018
SENIOR COORDINATOR STRATEGIC PLANNING	19 September 2018
STRATEGIC PLANNER/ URBAN DESIGNER	7 August 2018
STUDENT PLANNER	31 July 2018
CASUAL SENIOR STRATEGIC PLANNER	23 August 2018
SENIOR COORDINATOR LAND INFORMATION SYSTEMS	20 August 2018
LAND INFORMATION OFFICER	1 August 2018
LAND INFORMATION OFFICER	20 August 2018
TEMPORARY LAND INFORMATION OFFICER	20 August 2018
SENIOR COORDINATOR TECHNICAL SUPPORT	24 August 2018
TECHNICAL SUPPORT OFFICER	24 September 2018
ASSESSMENT OFF - TOWN PLANNER	21 August 2018
ASSESSMENT OFF - TOWN PLANNER	27 August 2018
ASSESSMENT OFF - TOWN PLANNER	6 September 2018
SENIOR COORDINATOR FAST TRACK TEAM	14 August 2018
BUILDING SURVEYOR - FAST TT	15 August 2018
ASSESSMENT OFFICER - TOWN PLANNER	21 September 2018
SENIOR COORDINATOR MAJOR DEVELOPMENT	21 September 2018
SENIOR TOWN PLANNER	21 August 2018
SENIOR TOWN PLANNER	20 August 2018
SENIOR TOWN PLANNER	16 August 2018
SENIOR TOWN PLANNER	On annual leave until 2 October 2018
SENIOR COORDINATOR DEVELOPMENT ENGINEERING SERVICES	11 September 2018
SENIOR DEVELOPMENT ENGINEER	16 August 2018
SENIOR COORDINATOR BUILDING & DEVELOPMENT ADVISORY SERVICE	8 August 2018
CLIENT MANAGER	27 August 2018
CLIENT MANAGER - BUSINESS & DEVELOPMENT ADVISORY SERVICE	31 July 2018
MANAGER ENVIRONMENT, HEALTH & BUILDING	14 August 2018
TECHNICAL SUPPORT OFFICER	22 August 2018
TECHNICAL SUPPORT OFFICER	22 August 2018
TECHNICAL SUPPORT OFFICER	22 August 2018
SENIOR COORDINATOR ENVIRONMENT	5 September 2018

ITEM 4 (continued)
ATTACHMENT 1

PROJECT OFFICER HOME WASTE & SUST. ADV. SERV.	30 August 2018
SUSTAINABILITY PROGRAMS COORD	28 August 2018
SNR SUSTAINABILITY COORD - TRANSPORT AND ENVIRONMENT	29 August 2018
NATURAL AREAS COORDINATOR	16 August 2018
TEMPORARY NATURAL AREAS PROJECT OFFICER	24 August 2018
SENIOR COORDINATOR ENVIRONMENTAL HEALTH	27 August 2018
SNR ENVIRONMENTAL HEALTH OFFICER	29 August 2018
ENVIRONMENTAL HEALTH OFFICER	27 August 2018
ENVIRONMENTAL HEALTH OFFICER	2 August 2018
ENVIRONMENTAL HEALTH OFFICER	29 August 2018
ENVIRONMENTAL HEALTH OFFICER	29 August 2018
CASUAL ENVIRONMENTAL HEALTH OFFICER	2 August 2018
CASUAL ENVIRONMENTAL HEALTH OFFICER	30 August 2018
SENIOR COORDINATOR BUILDING COMPLIANCE	27 August 2018
SENIOR BUILDING SURVEYOR	25 September 2018
BUILDING SURVEYOR	31 August 2018
BUILDING SURVEYOR	31 August 2018
BUILDING SURVEYOR	10 September 2018
SENIOR COMPLIANCE OFFICER	26 September 2018
ENVIRO PROTECT & DEVELOPMENT COMPLIANCE OFFICER	31 August 2018
ENVIRO PROTECT & DEVELOPMENT COMPLIANCE OFFICER	25 September 2018
ENVIRO PROTECT & DEVELOPMENT COMPLIANCE OFFICER	14 August 2018
DIRECTOR CITY WORKS AND INFRASTRUCTURE	21 September 2018
SPECIAL PROGRAMS SENIOR ENGINEER	31 August 2018
SENIOR COORDINATOR PROJECT PLANNING	13 August 2018
COMMISSIONING COORDINATOR	14 August 2018
DESIGN MANAGER	21 September 2018
PROJECT DELIVERY MANAGER	20 August 2018
PROJECT MANAGER (CIVIL)	26 August 2018
PROJECT MANAGER (CIVIL)	3 August 2018
SENIOR PROJECT MANAGER	15 August 2018
SENIOR PROJECT MANAGER	2 August 2018
SENIOR PROJECT MANAGER	2 August 2018
TEMPORARY PROJECT MANAGER (CIVIL)	6 August 2018
PROJECT OFFICER	28 August 2018
PROJECT MANAGER (ROADS)	25 September 2018
MANAGER CIVIL INFRASTRUCTURE & INTEGRATION	9 August 2018
SMART CITY INFRASTRUCTURE PROJECTS MANAGER	5 September 2018
SENIOR COORDINATOR - INFRASTRUCTURE PROGRAMS	22 August 2018
ROADS ENGINEER	2 August 2018
PUBLIC DOMAIN DEVELOPMENT MANAGER	22 August 2018
SENIOR ENGINEER PUBLIC DOMAIN	31 August 2018
TEMPORARY SENIOR CIVIL ENGINEER – PUBLIC DOMAIN	22 August 2018
TEMPORARY SENIOR CIVIL ENGINEER – PUBLIC DOMAIN	31 August 2018
TEMPORARY SENIOR CIVIL ENGINEER – PUBLIC DOMAIN	21 September 2018
TEMPORARY CIVIL ENGINEER PUBLIC DOMAIN	23 August 2018
SENIOR COORDINATOR CIVIL ASSETS	25 August 2018
TEAM LEADER ASSET RESTORATION	2 August 2018
STREET INFRASTRUCTURE ENGINEER	25 September 2018
SENIOR COORDINATOR STORMWATER & CATCHMENTS	1 August 2018
STORMWATER ENGINEER	5 September 2018
MANAGER TRAFFIC, TRANSPORT & DEVELOPMENT	29 August 2018
TEAM LEADER TRAFFIC SERVICES	14 September 2018
SENIOR TRAFFIC & DEVELOPMENT ENGINEER	27 August 2018
SENIOR COORDINATOR PROPERTY & DEVELOPMENT	2 August 2018
TEAM LEADER PROPERTIES	15 August 2018
SENIOR COORDINATOR RESOURCES RECOVERY	2 August 2018
SENIOR COORDINATOR FLEET OPERATIONS	6 August 2018
SENIOR COORDINATOR BUSINESS IMPROVEMENT	6 August 2018
CONSTRUCTION RECYCLING MANAGER	2 August 2018
MANAGER OPERATIONS	13 September 2018

ITEM 4 (continued)
ATTACHMENT 1

SENIOR COORDINATOR OPERATIONS SUPPORT	2 August 2018
SENIOR COORDINATOR - BUILDINGS	21 September 2018
MECHANICAL & ESSENTIAL SERVICES COORDINATOR	5 September 2018
COORDINATOR BUILDINGS & TRADES WORKSHOP	21 September 2018
SENIOR COORDINATOR CIVIL INFRASTRUCTURE	2 August 2018
CIVIL INFRASTRUCTURE COORDINATOR	2 August 2018
SENIOR COORDINATOR PUBLIC DOMAIN	13 August 2018
SENIOR COORDINATOR PASSIVE PARKS AND STREETSCAPES	6 August 2018
PASSIVE PARKS AND STREETSCAPES COORDINATOR	6 August 2018
PASSIVE PARKS AND STREETSCAPES COORDINATOR	30 August 2018
SENIOR COORDINATOR SPORTSGROUNDS, PARKS AND GARDENS	29 August 2018
MANAGER PARKS	13 August 2018
COORDINATOR PARKS OPERATIONS	2 August 2018
TEMPORARY ENGINEERING ASSISTANT	13 September 2018
DIRECTOR CUSTOMER & COMMUNITY SERVICES	4 September 2018
MANAGER COMMUNICATIONS AND ENGAGEMENT	3 August 2018
SENIOR COORDINATOR COMMUNICATIONS	5 September 2018
WEB COMMUNICATIONS COORDINATOR	4 September 2018
GRAPHIC DESIGN COORDINATOR	8 August 2018
DIGITAL COMMUNICATIONS COORDINATOR	6 September 2018
COMMUNICATIONS COORDINATOR	3 August 2018
CUSTOMER SERVICE PROJECTS & BUSINESS IMPROVEMENT COORDINATOR	29 August 2018
SENIOR COORDINATOR COMMUNITY ENGAGEMENT	30 August 2018
COMMUNITY ENGAGEMENT COORDINATOR	6 August 2018
INTERNAL COMMUNICATIONS COORDINATOR	3 August 2018
RESEARCH & INSIGHTS COORDINATOR	3 August 2018
FEEDBACK & BUSINESS IMPROVEMENT COORDINATOR	7 August 2018
COORDINATOR CUSTOMER SERVICE	6 August 2018
SUPERVISOR CUSTOMER SERVICE	26 September 2018
SUPERVISOR CUSTOMER SERVICE	3 August 2018
SENIOR COORDINATOR EVENTS	3 August 2018
COORDINATOR EVENTS	3 August 2018
EVENT OFFICER	11 September 2018
NEW	13 August 2018
MANAGER RALC	17 August 2018
ASSETS COORDINATOR - RALC	21 September 2018
SENIOR COORDINATOR RALC SERVICES	11 September 2018
SENIOR COORDINATOR RALC OPERATIONS	3 August 2018
COMMUNITY AND CULTURAL FACILITIES COORDINATOR	6 August 2018
SENIOR COORDINATOR COMMUNITY SERVICES (Volunteer Coord)	3 August 2018
SENIOR COORDINATOR RANGER & PARKING SERVICES	8 August 2018
SUPERVISOR BUSINESS ADMINISTRATION	30 August 2018
RANGER (PARKING ENFORCEMENT)	20 August 2018
RANGER (PARKING ENFORCEMENT)	11 August 2018
RANGER (PARKING ENFORCEMENT)	15 August 2018
RANGER (PARKING ENFORCEMENT)	6 August 2018
RANGER (PARKING ENFORCEMENT)	15 August 2018
RANGER (PARKING ENFORCEMENT)	15 August 2018
RANGER (PARKING ENFORCEMENT)	11 September 2018
RANGER (PARKING ENFORCEMENT)	12 September 2018
RANGER (COMPLIANCE)	17 September 2018
RANGER (COMPLIANCE)	30 August 2018
RANGER COMPLIANCE	19 September 2018
RANGER (COMPLIANCE)	30 August 2018
SENIOR COORDINATOR SOCIAL DEVELOPMENT & CAPACITY BUILDING	31 August 2018
COMMUNITY AND CULTURAL PLANNER	28 August 2018
COMMUNITY PROJECTS COORDINATOR (Sector Development)	6 August 2018
COMMUNITY PROJECTS OFFICER SOCIAL INCLUSION	30 August 2018
COMMUNITY PROJECTS OFFICER YOUNG PEOPLE	3 August 2018
MANAGER LIBRARY SERVICES	2 August 2018
SENIOR COORDINATOR LIBRARY RESOURCES	3 August 2018

ITEM 4 (continued)
ATTACHMENT 1

TEAM LEADER LIBRARY SYSTEMS	7 August 2018
SUPERVISOR LIBRARIAN COLLECTIONS	30 August 2018
SUPERVISOR SUPPORT SERVICES LIBRARIAN	20 August 2018
SENIOR COORDINATOR LIBRARY PROGRAMS	2 August 2018
IS LIBRARIAN - LOCAL STUDIES	2 August 2018
IS LIBRARIAN - CHLD & YNG ADLT	2 August 2018
SENIOR COORDINATOR LIBRARY OPERATIONS	22 August 2018
TEAM LEADER RYDE LIBRARY	17 August 2018
TEAM LEADER LIBRARIAN GLADESVILLE	16 August 2018
TEAM LEADER LIBRARIAN EASTWOOD	30 August 2018
TEAM LEADER LIBRARIAN NORTH RYDE	on parental leave until April 2019
TEAM LEADER LIBRARIAN WEST RYDE	10 August 2018
DIRECTOR CORPORATE & ORG SUPPORT SERVICES	1 September 2018
CHIEF FINANCIAL OFFICER	2 August 2018
TEAM LEADER MANAGEMENT ACCOUNTING	6 August 2018
TEAM LEADER FINANCIAL ACCOUNTING	1 August 2018
TEAM LEADER RATES & REVENUE	4 September 2018
MANAGER HUMAN RESOURCES	8 August 2018
LEARNING & DEVELOPMENT COORDINATOR	25 September 2018
TEAM LEADER HUMAN RESOURCES	29 August 2018
MANAGER CORPORATE GOVERNANCE	15 August 2018
SENIOR COORDINATOR RISK & INSURANCE	8 August 2018
INTERNAL AUDITOR	20 August 2018
CASUAL INTERNAL AUDITOR	22 August 2018
CHIEF INFORMATION OFFICER	1 August 2018
SENIOR COORDINATOR IT APPLICATIONS	10 August 2018
IT PROJECT MANAGER	5 September 2018
BUSINESS ANALYST	3 September 2018
SENIOR IT APPLICATIONS SUPPORT OFFICER	31 July 2018
IT APPLICATIONS SUPPORT OFFICER	5 September 2018
IT PROJECT COORDINATOR	11 September 2018
ENTERPRISE DATA AND SECURITY COORDINATOR	13 September 2018
SENIOR IT SUPPORT OFFICER	31 July 2018
INFORMATION ACCESS OFFICER	31 July 2018
TEAM LEADER INFORMATION AND RECORDS MANAGEMENT	16 August 2018
MANAGER PROCUREMENT	25 September 2018
TENDERS & CONTRACTS MANAGER	17 August 2018
TENDERS & CONTRACTS OFFICER	10 September 2018
TEAM LEADER PURCHASING & STORES	17 August 2018
PURCHASING OFFICER	31 July 2018
PURCHASING OFFICER	31 July 2018

5 YOUTH UNEMPLOYMENT

Report prepared by: Manager - People and Culture

File No.: GRP/09/5/13 - BP18/632

REPORT SUMMARY

The purpose of this report is to respond to Council's Resolution at its meeting held 27 February 2018 regarding Youth Unemployment in the City of Ryde.

Council currently has an active program facilitating internship, traineeship, apprenticeships and work experience placements across the organisation. The opportunities enable students to gain an overview in areas of career interest, to meet higher education requirements that form part of their degree program, and to gain valuable skills and experience that increase their employability.

These programs have recently been expanded to include the following opportunities which have been accommodated in the 2018/2019 budget:

- 1 x designated casual position for a person with disability within the Library
- 5 x work experience placements for persons with disability in 2019
- 1 x additional Student Planner position has been implemented in the City Planning Department.
- 2 x Business Administration Traineeships in accordance with the EEO and Diversity Management Plan commencing in January – February 2019. Note: this is a pilot program that will be reviewed in 2019/2020 for further expansion.

In addition, Council's Community Services Department is currently developing a draft Youth Strategy inclusive of actions regarding youth unemployment that will be presented to Council later this year.

Furthermore, Council's Economic Development Coordinator is developing programs within the community that are focused on upskilling youth for the jobs of the future. This includes internship and other opportunities to obtain skills, knowledge and experience to increase employability. A report regarding these opportunities for youth will also be presented to Council later this year.

RECOMMENDATION:

That Council acknowledges the programs currently in place to support youth employment and endorses the expanded opportunities provided for youth, as outlined within this report.

ITEM 5 (continued)

ATTACHMENTS

There are no attachments for this report.

Report Prepared By:

Marnie Mitchell
Manager - People and Culture

Report Approved By:

Steven Kludass
Director - Corporate Services

ITEM 5 (continued)

Discussion

The purpose of this report is to respond to the following resolution passed by Council on 27 February 2018 regarding Youth Unemployment in the City of Ryde:

- (a) *That the General Manager prepares a report to Council investigating opportunities for an expanded intern program to be established which assists local graduates and apprentices gain work experience to highlight their capabilities, and so respond to youth unemployment in the City of Ryde.*
- (b) *That details be provided on the current intern placements within Council and that opportunities to expand placements be explored in areas like, but not limited to; legal, IT, engineering, planning, design, finance, customer service, libraries and other.*
- (c) *That the intern program be facilitated by Council's Economic Development Coordinator to the broader business community within the City of Ryde.*

Current Intern and Youth Employment Programs

Council currently has an active and ongoing program facilitating internship, traineeship, apprenticeships and work experience placements across the organisation. The opportunities enable students to gain an overview in areas of career interest, to meet higher education requirements that form part of their degree program, and to gain valuable skills and experience that increase their employability.

Dependent of the field of study and requirements of the educational institute, placements can range from 1 week up to 4-6 months.

Over the last 12 months, 25 opportunities have been provided to students across 14 of Council's 18 Departments including the following:

Council Department	Field of Study	Educational Institute	Number of placements
Project Development	Engineering	University of NSW	2
Project Development	Engineering	Sydney University	1
Project Development	Engineering	Western Sydney University	1
Library	Library Services	Riverside Girls High School	1
Communications, Media and Events	Events	Hornsby Girls High School	1

ITEM 5 (continued)

Council Department	Field of Study	Educational Institute	Number of placements
Communications, Media and Events	Events	Marist College, Eastwood	2
Traffic and Transport	Administration	TAFE Meadowbank	1
Community Services	Administration	TAFE Meadowbank	1
Asset Systems	Administration	TAFE Meadow bank	1
Asset Systems	Administration	Marist College Eastwood	1
City Planning	Administration	North Sydney Girls High	1
Assessment	Planning	Holy Cross College	1
Finance	Finance	Riverside Girls High School	1
Finance	Finance	Rosebank High School	1
Corporate Governance	Work Health and Safety	Australian Catholic University	4
Community Services	Community Services	Hornsby Girls High School	1
Community Services	Community Services	Macquarie University	1
Legal	Legal	Not advised	1
Fleet	Fleet	Picnic Point High School	1
People and Culture	Human Resources	Rosebank College	1

The following is a summary of current Internships and Student opportunities:

Position	Department	Educational Institute	Number of Placements
Engineering Assistant - Survey	Project Development	UTS	2
Survey Cadet	Project Development	UNSW	1
Design Engineering Cadet	Project Development	UTS	1
Project Cadet	Project Development	UTS	1
Engineering Assistant	Civil Infrastructure and Integration	UTS	3
Engineering Assistant	Civil Infrastructure and Integration	UNSW	1
Trainee Arborist	Operations	Ryde TAFE	1
Student Planner	Urban Strategy	Macquarie University	2
Graduate Surveyor	Project Development	UNSW	1

ITEM 5 (continued)

Position	Department	Educational Institute	Number of Placements
Occupational Therapists/Work Health and Safety	Corporate Governance	Australian Catholic University	2
Trade Apprentices	Outdoor Operations	Externally hosted through Sydney Training and Employment	5
Junior Library Shelver	Library Services	Various High Schools	5

The approximate value of these current programs is estimated between \$620,000 and \$720,000 per annum (dependent on the skills and prior experience of current incumbents).

Expanding Council's Programs

Other opportunities for young people have recently been expanded across Council and included in the 2018/2019 budget as follows:

- 1 x designated casual position for a person with disability in the Library.
- 5 x work experience placements for persons with disability in 2019.
- 1 x additional Student Planner position has been implemented in the City Planning Department.
- 2 x Business Administration Traineeships in accordance with the EEO and Diversity Management Plan commencing in January – February 2019. Note: this is a pilot program that will be reviewed in 2019/20 for further expansion.

Draft Youth Strategy

Council's Community Services Department has a draft 4 year Youth Strategy currently under development and which includes actions to support the education and employment of young people. It is intended that the draft Youth Strategy and related report will be presented to Council before the end of the year.

Expanding intern programs to the broader business community within the City of Ryde.

Council's programs within the community are focused on upskilling youth for the jobs of the future. This includes internship and other opportunities to obtain skills, knowledge and experience to increase employability. As identified in the draft Youth Strategy mentioned above, a priority action area is to implement internship, work placement, work experience and mentoring opportunities for young people especially with local businesses and within Council.

ITEM 5 (continued)

In addition, Economic Development are preparing a report regarding employment for young people that will be brought to Council later this year.

A brief summary of some of the initiatives being facilitated by the Economic Development Coordinator are provided below:

- The Business Bootcamp program – this program provides young people with the skills required to develop and run their own business.
- Industry Assessment initiative in partnership with TAFE – thirty five students were enabled to obtain on the job experience utilising their training and skills in strategic planning and marketing with five local businesses.
- Get that Job Day – Jobs and Skills Expo in partnership with TAFE – aimed at the youth job seeker market delivering key note presentations, information stalls, workshops with an emphasis on connecting SMEs to the pool of job seeking youth.
- Small Biz Bus in partnership with NSW Trade & Investment – Business Connect Program – This is a bus that has visited the CoR with business advisors. Youth can obtain a free business coaching session to explore how they might commercialise their ideas, skills and talent.
- Skilled Migrant Job Seeker Workshops in partnership with private and public organisations aimed at migrant jobseekers including youth to help them navigate employment pathways in Australia and the CoR specifically.
- Stem Career Workshop for Women in partnership with CSIRO aimed at supporting female youth to consider careers in stem subjects. Supporting employment pathways into the jobs of the future.

Financial Implications

The approximate value of the current youth employment programs is estimated between \$620,000 and \$720,000 per annum (dependent on the skills and prior experience of current incumbents). This investment is fully funded from within the 2018/19 Budget.

Likewise, with respect to the expansion of existing youth employment programs, all opportunities have been costed and are funded from within the 2018/19 Budget. This includes the two Business Administration traineeship roles which will be implemented in early 2019 and are estimated at \$76,000 (combined). Should Council seek to expand the Business Administration Traineeships following a review of the pilot program in late 2019, additional funds may be required. In this case, a further report will be presented for Council's consideration at the appropriate time.

CONFIDENTIAL ITEMS

6 ADVICE ON COURT ACTIONS

Confidential

This item is classified CONFIDENTIAL under Section 10A (2) of the Local Government Act, 1993, which permits the meeting to be closed to the public for business relating to the following: (g) advice concerning litigation, or advice as comprises a discussion of this matter, that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.

This matter is classified confidential because it contains advice concerning legal matters that are:-

- (a) substantial issues relating to a matter to which the Council is involved.
- (b) clearly identified in the advice, and
- (c) fully discussed in that advice.

It is not in the public interest to reveal all details of this matter as it would prejudice Council's position in any court proceedings.

Report prepared by: Solicitor
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