

Meeting Date: Tuesday 26 September 2017
Location: Council Chambers, Level 1A, 1 Pope Street, Ryde
Time: 7.00pm

Council Meetings will be recorded on audio tape for minute-taking purposes as authorised by the Local Government Act 1993. Council Meetings will also be webcast.

NOTICE OF BUSINESS

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1 COUNCILLORS' OATH OF OFFICE

Report prepared by: Governance Coordinator

File No.: CLM/17/1/1/2 - BP17/920

REPORT SUMMARY

This report provides details of the Oath or Affirmation of Office that all Councillors are required to take at or before the first meeting of Council, in accordance with the *Local Government Act 1993*.

It is proposed that all Councillors will take this Oath or Affirmation at the commencement of the first meeting of Council, before the General Manager, and this action will be recorded in the minutes of the Council meeting.

The procedure for this Item will be that the Acting General Manager will request one Councillor at a time, to stand and take either the Oath or Affirmation of Office.

ATTACHMENTS

There are no attachments for this report.

Report Prepared By:

Lorie Parkinson
Governance Coordinator

Report Approved By:

John Schanz
Manager - Risk, Audit and Governance

Roy Newsome
Director - Corporate and Organisational Support Services

ITEM 1 (continued)

Discussion

Under section 233A of the *Local Government Act 1993*, Councillors (including Mayors) are now required to take an Oath or Affirmation of Office. This requirement was introduced by the *Local Government Amendment (Governance and Planning) Act 2016*. Oaths or Affirmations of Office must be taken by each Councillor at or before the first meeting of Council, and are to be made before the General Manager of the Council, an Australian legal practitioner or a Justice of the Peace.

At City of Ryde, this Oath or Affirmation is to be made or taken at the commencement of the first meeting of Council, before the General Manager, and will be recorded in the minutes of the Council meeting.

The forms of the Oath and Affirmation are prescribed in Section 233A, as given below.

OATH

I [name of Councillor] swear that I will undertake the duties of the office of Councillor in the best interests of the people of the City of Ryde Local Government Area and the City of Ryde Council and that I will faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the Local Government Act 1993 or any other Act to the best of my ability and judgment.

AFFIRMATION

I [name of Councillor] solemnly and sincerely declare and affirm that I will undertake the duties of the office of Councillor in the best interests of the people of the City of Ryde Local Government Area and the City of Ryde Council and that I will faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the Local Government Act 1993 or any other Act to the best of my ability and judgment.

Councillors should note that in accordance the *Local Government Act, 1993* (sections 233A and 234):

- a Councillor who fails, without a reasonable excuse, to take the Oath of Office or make an Affirmation of Office is not entitled to attend a meeting as a Councillor, until the Councillor has taken the Oath or made the Affirmation.
- if a Councillor is not entitled to attend a meeting as a Councillor because they have not taken the Oath of Office or made the Affirmation, they are considered to be absent without leave.

ITEM 1 (continued)

- if a Councillor is absent without leave for three consecutive Ordinary Council meetings their office will be declared vacant.

Financial Implications

Adoption of the recommendation will have no financial impact.

2 ELECTION OF MAYOR FOR ENSUING TWO (2) YEARS

Report prepared by: Senior Coordinator - Governance
File No.: CLM/17/1/1/2 - BP17/913

REPORT SUMMARY

At its meeting of 23 May 2017, Council resolved to adopt the maximum fee increase as determined by the Local Government Remuneration Tribunal for Councillors' fees and the Mayoral fee.

The Mayor currently receives \$89,780. This is made up of:

	Councillor's fee	\$24,550
plus	Mayoral fee	\$65,230

In accordance with Section 230 of the Local Government Act, 1993, a Mayor elected by the Councillors now holds office for a two (2) year term.

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 Council determine the method of voting for the election of Mayor.
- (b) That the General Manager (or delegate), as Returning Officer, undertake the election of Mayor for the ensuing two (2) years by announcing the nominations and then conducting the election.

ATTACHMENTS

There are no attachments for this report.

Report Prepared By:
Amanda Janvrin
Senior Coordinator - Governance

Report Approved By:
John Schanz
Manager - Risk, Audit and Governance

Roy Newsome
Director - Corporate and Organisational Support Services

3 DETERMINATION OF OFFICE AND FEE OF DEPUTY MAYOR

Report prepared by: Senior Coordinator - Governance

File No.: CLM/17/1/1/2 - BP17/914

REPORT SUMMARY

The role of Deputy Mayor is not required under the Local Government Act. However, at the City of Ryde it has been Council's practice to elect a Councillor to the position of Deputy Mayor at the same time as undertaking the election of Mayor.

In accordance with the Local Government Act, 1993, the Deputy Mayor is only entitled to be paid a fee as determined by Council when he or she acts in the office of the Mayor.

Council can resolve that a portion of the Mayor's fee be paid to the Deputy Mayor (in addition to their Councillor fee) when he or she acts in their position or that no fee be paid.

In accordance with Section 249(5) of the Act, it is advised that where there is a determination by Council to pay the Deputy Mayor a fee to undertake the role and responsibilities of the Office of the Mayor, that this fee will be paid on a pro rata basis.

It is recommended that Council resolve to elect a Councillor to the role of Deputy Mayor for a period of two (2) years, to coincide with the election of the Mayor.

RECOMMENDATION:

- (a) That Council elect a Deputy Mayor for a two (2) year term.
- (b) That where the Deputy Mayor is to act in the Office of the Mayor, that this is to be done by way of a Council resolution.
- (c) That where there is a Council resolution in accordance with (b) above, the Deputy Mayor is to be paid a fee to undertake the roles and responsibilities of the Office of the Mayor on a pro rata basis, deducted from the Mayoral Fee.

ATTACHMENTS

There are no attachments for this report.

Report Prepared By:

Amanda Janvrin

Senior Coordinator - Governance

Report Approved By:

John Schanz

Manager - Risk, Audit and Governance

Roy Newsome

Director - Corporate and Organisational Support Services

ITEM 3 (continued)

Discussion

Section 231 of the Local Government Act, 1993 provides the following with regard to the Deputy Mayor:-

- (1) *The Councillors may elect a person from among their number to be the Deputy Mayor.*
- (2) *The person may be elected for the Mayoral term or a shorter term.*
- (3) *The Deputy Mayor may exercise any function of the Mayor at the request of the Mayor or if the Mayor is prevented by illness, absence or otherwise from exercising the function or if there is a casual vacancy in the Office of the Mayor.*
- (4) *The Councillors may elect a person from among their number to act as Deputy Mayor if the Deputy Mayor is prevented by illness, absence or otherwise from exercising a function under this section, or if no Deputy Mayor has been elected.*

As set out in Section 231(2) above, the person elected as Deputy Mayor may be elected for the Mayoral term or a shorter term.

If Council endorse the appointment of a Deputy Mayor and if there is a requirement for the Deputy Mayor to act in the Office of the Mayor, Council would be required to pass a resolution to make such appointment. The fee paid to the Deputy Mayor would be on a pro-rata basis, with the fee deducted from the Mayoral Fee.

Having regard to this Section of the Act, Council may wish to consider the following Options:-

Option 1

Council resolve to elect a Councillor to the role of Deputy Mayor for a period of two (2) years, to coincide with the election of the Mayor.

Note: This Option is recommended.

Option 2

Council resolve to elect a Councillor to the role of Deputy Mayor for a period of less than two (2) years, with the period to be nominated by Council.

Note: This Option is not recommended.

4 ELECTION OF DEPUTY MAYOR

Report prepared by: Senior Coordinator - Governance
File No.: CLM/17/1/1/2 - BP17/915

REPORT SUMMARY

It is noted that should Council resolve not to elect a Deputy Mayor in accordance with Item 3 on this Agenda, it is not necessary for Council to proceed with consideration of this Item.

It should also be noted that should Council choose to elect a Deputy Mayor (as set out in Item 3 of this Agenda), the term of the office for the Deputy Mayor will also be determined within the resolution of Item 3 and the term endorsed by Council will therefore be applied to this role.

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 Council determine the method of voting for the election of Deputy Mayor.
- (b) That the General Manager (or delegate), as Returning Officer, undertake the election of Deputy Mayor by announcing the nominations and then conducting the election.

ATTACHMENTS

There are no attachments for this report.

Report Prepared By:

Amanda Janvrin
Senior Coordinator - Governance

Report Approved By:

John Schanz
Manager - Risk, Audit and Governance

Roy Newsome
Director - Corporate and Organisational Support Services

5 COUNCIL / COMMITTEE MEETINGS STRUCTURE AND SCHEDULE OF PROPOSED MEETING DATES

Report prepared by: Senior Coordinator - Governance
File No.: CLM/17/1/5/2 - BP17/16

REPORT SUMMARY

This report is presented to Council for consideration of the Council and Committee meeting structure and cycle from October 2017. This report also provides Council with options for the Council and Committee meeting structure and cycle, together with schedules of proposed Council and Committee meeting dates up to the end of September 2018.

It is recommended that Council endorse the preferred option relating to the structure and cycle of Council and Committee meetings as presented in this report and put the necessary arrangements in place to notify the public.

It should be noted that any proposed changes to the meeting structure and cycle will be included in the next review of Council's Code of Meeting Practice. This will require the Code to be formally updated, reviewed and placed on public exhibition.

This report also seeks Council's endorsement of the **ATTACHED** draft schedule of meetings dates for the preferred option.

It should be noted that no changes are proposed at this time to the level of Delegations of the Standing Committees.

RECOMMENDATION:

- (a) That Council endorse the preferred option, Option 2, as outlined in this report in relation to the Council and Committee meetings structure and cycle.
- (b) That Council endorse the **ATTACHED** draft meeting schedule of meeting dates for the preferred option, Option 2, as outlined in this report, for Council and Committee meetings for the period up to the end of September 2018, noting that the schedule may be amended at any time, subject to one month transition period to allow for public notices to be given.
- (c) That Council note that there will be no Committee meetings held in December 2017 due to Councillor attendance at the Local Government Conference from 4 December 2017 to 6 December 2017.
- (d) That Council endorse that a Council meeting be held on the second Tuesday of December, being 12 December 2017.

ITEM 5 (continued)

ATTACHMENTS

- 1 Charters, Functions and Powers of Council's Standing Committees
- 2 Option 1 - DRAFT Schedule of Meeting Dates up to end of September 2018
- 3 Option 2 - DRAFT Schedule of Meeting Dates up to end of September 2018

Report Prepared By:

Amanda Janvrin
Senior Coordinator - Governance

Report Approved By:

John Schanz
Manager - Risk, Audit and Governance

Roy Newsome
Director - Corporate and Organisational Support Services

ITEM 5 (continued)

Discussion

Council's current adopted Standing Committees are as follows:-

- Planning and Environment Committee;
- Works and Community Committee;
- Ryde Central Committee; and
- Finance and Governance Committee.

Attached to this report is a copy of the Charters, Function and Powers of each of Council's current Standing Committees (**ATTACHMENT 1**).

It is considered to be an opportune time for Council to give consideration to the structure and cycle of its Council and Committee meetings given the fact that this is a new term of Council.

Council's current meetings schedule is outlined below;

- Council's Code of Meeting Practice allows for the Planning and Environment Committee and the Ryde Central (formerly Ryde Civic Hub) Committee meetings to be held on the second Tuesday of the months February to December inclusive.
- The Code allows for the Works and Community Committee and the Finance and Governance Committee meetings to be held on the third Tuesday of the months February to December inclusive.
- The Code allows for Council meetings to be held on the fourth Tuesday of the months February to December inclusive.

Introduction of an Independent Hearing and Assessment Panel (IHAP) from 1 March 2018

Council is advised that the NSW Department of Planning and Environment have introduced a mandatory Independent Hearing and Assessment Panel (IHAP) for all Councils that currently do not have an IHAP, effective from 1 March 2018.

It should be noted that until the mandatory introduction of an Independent Hearing and Assessment Panel (IHAP) on 1 March 2018, Council will continue to hold the Planning and Environment Committee meetings.

Accordingly, the attached draft meeting schedules have been updated to reflect the last Planning and Environment Committee meeting being held in February 2018.

ITEM 5 (continued)

Options for consideration

The following options are presented for the consideration of Council in relation to the meeting cycle of Council and Committee meetings.

Option 1

This option would retain the current meeting cycle as outlined above i.e. Committee meetings to be held on the second and third Tuesdays of each month with the Council meeting on the fourth Tuesday.

Option 2

This option would involve the following:-

- The Planning and Environment and the Works and Community Committees to be held concurrently commencing at 5.00pm on the second Tuesday of the months February to December inclusive.
- The Finance and Governance and the Ryde Central (formerly Ryde Civic Hub) Committees to be held concurrently commencing at the conclusion of the other two Committees (approximately 6.00pm) on the second Tuesday of the months February to December inclusive.
- Council Meetings will be held on the fourth Tuesday.

Option 3

If Councillors believe that more information is required to discuss the proposed changes to the meeting cycle, then it is recommended that a Councillor workshop be conducted to discuss and provide further clarification on the options proposed. The date of this workshop will need to be determined.

It should be noted that if this option, Option 3 is chosen, the current meeting cycle (as outlined in Option 1), would be retained until such time as the workshop with Councillors could be held.

Draft Schedule of Meeting Dates

Attached to this report are draft schedules of meeting dates for both Option 1 (**ATTACHMENT 2**) and Option 2 (**ATTACHMENT 3**) for Council's consideration for the period up to the end of September 2018. It should be noted that the calendar may be amended at any time if Council resolves to alter the meeting day or to adjust the Council/Committee structure, although at least one month transition period is required in order for public notices to be amended.

ITEM 5 (continued)

The proposed schedule of meeting dates has taken into account public holidays such as Easter, Anzac Day and a July mid-year recess (which coincides with the July school holidays from Monday, 9 July 2018 to Friday, 20 July 2018). Accordingly, it is recommended that no Committee meetings be held during that period.

The 2017 Local Government Conference will be held from Monday, 4 December 2017 to Wednesday, 6 December 2017. Due to Councillor attendance at the Conference, it is proposed for Council to only hold a Council meeting in December 2017, to be held on the second Tuesday of the month being 12 December 2017.

Financial Implications

Adoption of the recommendations outlined in this report will have no financial impact as there is provision for the conduct of meetings allocated in the adopted 2017/2018 and 2018/2019 budgets.

ITEM 5 (continued)

ATTACHMENT 1

Charters, Functions and Powers of Committees

The following Charters, functions and powers are provided under the Code of Meeting Practice and in accordance with Section 377 of the Local Government – General Power of the Council to delegate.

Planning and Environment Committee

Quorum:	A committee comprising less than the full council shall be three (3).
Meeting dates, place and time:	2nd Tuesday of January (if considered necessary by the Mayor and General Manager). 2nd Tuesday of the months February to December inclusive; Council Chamber, Level 1A, 1 Pope Street, Ryde 2112. Meetings are scheduled to commence at 5.00pm.
Casting Vote:	Nil.
Charter:	To adopt and monitor in accordance with established priorities and budgets the policies, plans and procedures for promoting the health of citizens and the creation of an attractive, harmonious living environment, review the execution of such policies and plans and determine local development and rezoning applications. The Planning and Environment Committee does not have the delegated authority to change a priority of works previously adopted by Council or to approve budgets or works where budget allocations are required.
Functions and Powers:	<i>Environmental Planning</i> Approve and monitor policies, codes and plans including statutory controls, to regulate and control the subdivision, development and use of land, the demolition of buildings, the alteration of buildings and the erection of buildings and structures. <i>Development Control</i> Consider major development projects and local development applications not otherwise determined and determine the applications. Approve the issue of notices and orders. <i>Environment Protection</i> Approve and monitor policies and programs for protecting the environment and enforcing regulations and controls for public health and convenience, environmental protection, the use of land and the parking of motor vehicles. <i>Court Action</i> Approve the institution of legal proceedings, review the progress of matters before the Courts and assess the implications of decisions from the Court.

ITEM 5 (continued)

ATTACHMENT 1

Health Services

Address issues relevant to the physical well being of people and approve and monitor the implementation of health programs to ensure high standards of health within the community.

Consideration of Matters

The Committee at a meeting may defer a matter that is listed on the Agenda to the next scheduled Committee Meeting for consideration if it has been carried unanimously. This matter must then be listed on the Agenda of the subsequent Committee Meeting.

If the deferral is not unanimously supported, the matter must then be presented to Council for consideration.

Other Matters (outside Terms of Reference)

Public Participation: Public Participation will be in accordance with Practice for Public Addresses, in the Code of Meeting Practice. (This allows a maximum of 5 minutes per person, 15 minutes for a group. It also allows Councillors to ask questions of the speaker).

Restrictions

Members of the public will not be able to speak at a Council meeting where matters have already been listed and considered at the Planning and Environment Committee and are being referred to the Council meeting for determination.

Advertising: Meetings will be advertised on Council's website and in the Mayor's Column.

Minutes: Minutes of meetings detailing recommendations for Council's consideration, will be published on Council's website.

ITEM 5 (continued)

ATTACHMENT 1

Works and Community Committee

Quorum:	A committee comprising less than the full council shall be three (3).
Meeting dates, place and time:	3rd Tuesday of January (if considered necessary by the Mayor and General Manager). 3rd Tuesday of the months February to December inclusive; Council Chamber, Level 1A, 1 Pope Street, Ryde 2112. Meetings are scheduled to commence at 5.00pm.
Casting Vote:	Nil.
Charter:	To adopt and monitor in accordance with established priorities and budgets the cost effective implementation of: <ol style="list-style-type: none">1. policies and operating plans for infrastructure development and maintenance so that facilities and services are provided to satisfy the needs of the community2. programs and services to promote the physical, social, cultural, recreational, spiritual and intellectual well being of individuals and the community. The Works and Community Committee does not have the delegated authority to change a priority of works previously adopted by Council or to approve budgets or works where budget allocations are required.
Functions and Powers:	<i>Research</i> Initiate and consider studies to evaluate the facilities and services provided and needed in relation to public works and services, infrastructure, transportation, public facilities, leisure facilities, cultural facilities and recreational services and adopt appropriate policies and strategies. <i>Parks Operations</i> Approve works relating to the acquisition, development, embellishment and maintenance of parks, recreation facilities, bushland and wildlife corridors. <i>Engineering Works</i> Approve works relating to the construction, development, maintenance, repair and reconstruction of drains, roads, footpaths, carparks and bikeways. <i>Implement Programs</i> Monitor and review the efficiency and effectiveness of performance in relation to the implementation of the adopted programs for public works and services, community services and library services.

ITEM 5 (continued)

ATTACHMENT 1

Council Lands

Initiate and adopt plans of management for public land to ensure the proper management, development and conservation of resources for the purpose of promoting welfare of the community and a better environment.

Asset Maintenance

Approve works relating to the maintenance, repair and replacement of Council's physical assets including the buildings, plant and parks.

Trees

Approve the planting, conservation, rehabilitation, maintenance, lopping or removal of trees and other vegetation. Deal with approvals, refusals and review of decisions in respect of the administration of the Tree Preservation Order.

Waste Collection

Approve policies and programs for the collection and disposal of waste and the promotion of recycling.

Library and Information

Monitor the performance of Council's library and information services and adopt policies for the upgrading and development of those services.

Community Development

Monitor and review the use and effectiveness of programs and services provided by Council and other bodies for information, leisure, recreation and community support, as well as welfare, social, cultural and intellectual development. Approve appropriate policies, plans and procedures.

Consideration of Matters

The Committee at a meeting may defer a matter that is listed on the Agenda to the next scheduled Committee Meeting for consideration if it has been carried unanimously. This matter must then be listed on the Agenda of the subsequent Committee Meeting.

If the deferral is not unanimously supported, the matter must then be presented to Council for consideration.

Other Matters (outside Terms of Reference)

Public Participation: Public Participation will be in accordance with Practice for Public Addresses, in the Code of Meeting Practice. (This allows a maximum of 5 minutes per person, 15 minutes for a group. It also allows Councillors to ask questions of the speaker).

ITEM 5 (continued)

ATTACHMENT 1

Restrictions

Members of the public will not be able to speak at a Council meeting where matters have already been listed and considered at the Works and Community Committee and are being referred to the Council meeting for determination.

Advertising:	Meetings will be advertised on Council's website and in the Mayor's Column.
Minutes:	Minutes of meetings detailing recommendations for Council's consideration, will be published on Council's website.

ITEM 5 (continued)

ATTACHMENT 1

Ryde Central (formerly Ryde Civic Hub) Committee

Quorum:	A committee comprising less than the full council shall be three (3).
Meeting dates, place and time:	2nd Tuesday of January (if considered necessary by the Mayor and General Manager). 2nd Tuesday of the months February to December inclusive Council Chamber, Level 1A, 1 Pope Street, Ryde 2112. Meetings are scheduled to commence at 6.00pm.
Casting Vote:	Nil.
Delegation:	All matters considered by the Ryde Central (formerly Ryde Civic Hub) Committee will be referred to Council for determination.
Charter:	To address and consider issues relating to Ryde Central (formerly the Ryde Civic Hub) and make recommendations to Council for its determination.
Functions and Powers:	The functions and powers of the Committee will be as follows; a) To establish an international architectural design competition to provide an iconic architectural vision for the site, conducted generally in accordance with the NSW Government's Design Excellence Guidelines; b) To prepare a public consultation strategy; c) To prepare a new master plan for the site including a site specific Development Control Plan; and d) To prepare a business case(s) to determine options for how the site could be developed whilst retaining the majority (or all) of the site in Council's ownership. e) To determine any other matters relating to Ryde Central (formerly the Ryde Civic Hub) as referred by Council. <i>Consideration of Matters</i> The Committee at a meeting may defer a matter that is listed on the Agenda to the next scheduled Committee Meeting for consideration if it has been carried unanimously. This matter must then be listed on the Agenda of the subsequent Committee Meeting. If the deferral is not unanimously supported, the matter must then be presented to Council for consideration.
Funding Source:	Fit for the Future Reserve.
Ryde Central (formerly Civic Hub):	Includes all lands and public roads – Civic Centre / Civic Hall LOT 10 in DP 1110978 LOT 11 in DP 1110978 LOT 12 in DP 1110978 LOT 50 DP 1157410

ITEM 5 (continued)

ATTACHMENT 1

Parts of Devlin Street (including pedestrian bridges
and sub stratum tunnels)

LOT 46 DP 1157410
LOT 48 DP 1157410
LOT 51 DP 1157410
LOT 52 DP 1157410
LOT 53 DP 1157410
LOT 54 DP 1157410
LOT 55 DP 1157410
LOT 56 DP 1157410
LOT 57 DP 1157410
LOT 58 DP 1157410

Parts of Blaxland Road (section behind Civic Centre)

LOT 1 in DP1170801
LOT 2 in DP1170801
LOT T in DP 443304
LOT S in DP 443304
LOT R in DP 443304
LOT Q in DP443304

Parts of Parkes Street (From Lee Avenue to Devlin
Street)

LOT 47 DP1157410
LOT 1 in DP68403

Other Matters (outside Terms of Reference)

Public Participation: Public Participation will be in accordance with Practice for Public Addresses, in the Code of Meeting Practice. (This allows a maximum of 5 minutes per person, 15 minutes for a group. It also allows Councillors to ask questions of the speaker).

Restrictions

Members of the public will not be able to speak at a Council meeting where matters have already been listed and considered at the Ryde Central (formerly Ryde Civic Hub) Committee and are being referred to the Council meeting for determination.

Advertising: Meetings will be advertised on Council's website and in the Mayor's Column.

Minutes: Minutes of meetings detailing recommendations for Council's consideration, will be published on Council's website.

ITEM 5 (continued)

ATTACHMENT 1

Finance and Governance Committee

Quorum:	A committee comprising less than the full council shall be three (3).
Meeting dates, place and time:	3rd Tuesday of January (if considered necessary by the Mayor and General Manager). 3rd Tuesday of the months February to December inclusive Council Chamber, Level 1A, 1 Pope Street, Ryde 2112. Meetings are scheduled to commence at 6.00pm.
Casting Vote:	Nil.
Delegation:	All matters considered by the Finance and Governance will be referred to Council for determination.
Charter:	To address and consider issues relating to Finance, Governance, Procurement/Tenders, Audit and Property matters at the City of Ryde and make recommendations to Council for its determination.
Functions and Powers:	The functions and powers of the Committee will be as follows; <ol style="list-style-type: none">1. Integrated Planning and Reporting To review and determine financial and asset management strategies, revenue raising opportunities, Council's Community Strategic Plan, Four Year Delivery Plan, One Year Operational Plan, Resourcing Strategy and Quarterly Reviews.2. Rating Matters To monitor, review and determine rating strategies and resolve other rating matters.3. Investments To receive and review reports on Council's Investment Portfolio and adopt actions arising; To review, amend and determine Council's Investment Policy; and To review and appoint Council's independent financial advisor.4. Procurement/Tenders To receive and review reports on Council's Procurement Policy, Strategies and Procedures and adopt actions arising; and To consider and determine tenders.5. Internal and External Audit To appoint members of Council's Audit and Risk Committee; To receive and review reports of Council's Audit and Risk Committee;

ITEM 5 (continued)

ATTACHMENT 1

To investigate, receive and review reports of Council's External Auditor; and
To review, monitor and appoint Council's External Auditor.

6. Court Actions/Legal Matters
To review the progress of matters before the Courts and assess the implications of decisions from the Court.
7. Property Matters
To review and determine matters relating to leasing, licensing, acquisition and disposal of Council property;
8. Governance Framework, Operational/Organisational Matters and Corporate/Council Policies
To review and determine policies, submissions, other Operational/Organisational matters as required under the Local Government Act and other initiatives/improvements to Council's Governance Framework.

Consideration of Matters

The Committee at a meeting may defer a matter that is listed on the Agenda to the next scheduled Committee Meeting for consideration if it has been carried unanimously. This matter must then be listed on the Agenda of the subsequent Committee Meeting.

If the deferral is not unanimously supported, the matter must then be presented to Council for consideration.

Other Matters (outside Terms of Reference)

Public Participation: Public Participation will be in accordance with Practice for Public Addresses, in the Code of Meeting Practice. (This allows a maximum of 5 minutes per person, 15 minutes for a group. It also allows Councillors to ask questions of the speaker).

Restrictions

Members of the public will not be able to speak at a Council meeting where matters have already been listed and considered at the Finance and Governance Committee and are being referred to the Council meeting for determination.

Advertising: Meetings will be advertised on Council's website and in the Mayor's Column.

Minutes: Minutes of meetings detailing recommendations for Council's consideration, will be published on Council's website.

ITEM 5 (continued)

ATTACHMENT 2

OPTION 1
REMAINDER OF 2017 MEETING SCHEDULE

DATE	MEETING TYPE	COMMENTS
OCTOBER		
03-Oct-17	No Meetings	
10-Oct-17	Planning and Environment Committee Meeting	Commencing at 5.00pm
10-Oct-17	Ryde Central Committee Meeting	Commencing at 6.00pm
17-Oct-17	Works and Community Committee Meeting	Commencing at 5.00pm
17-Oct-17	Finance and Governance Committee Meeting	Commencing at 6.00pm
24-Oct-17	Council Meeting	Commencing at 7.00pm
31-Oct-17	No Meetings	5th Tuesday
NOVEMBER		
07-Nov-17	No Meetings	
14-Nov-17	Planning and Environment Committee Meeting	Commencing at 5.00pm
14-Nov-17	Ryde Central Committee Meeting	Commencing at 6.00pm
21-Nov-17	Works and Community Committee Meeting	Commencing at 5.00pm
21-Nov-17	Finance and Governance Committee Meeting	Commencing at 6.00pm
28-Nov-17	Council Meeting	Commencing at 7.00pm
DECEMBER		
05-Dec-17	No Meetings	Local Government Conference
12-Dec-17	No Committee Meetings	Council Meeting Only
12-Dec-17	Council Meeting	Commencing at 7.00pm

ITEM 5 (continued)

ATTACHMENT 2

OPTION 1
2018 MEETING SCHEDULE UP TO END OF SEPTEMBER 2018

DATE	MEETING TYPE	COMMENTS
FEBRUARY		
06-Feb-18	No Meetings	
13-Feb-18	Planning and Environment Committee Meeting	Commencing at 5.00pm
13-Feb-18	Ryde Central Committee Meeting	Commencing at 6.00pm
20-Feb-18	Works and Community Committee Meeting	Commencing at 5.00pm
20-Feb-18	Finance and Governance Committee Meeting	Commencing at 6.00pm
27-Feb-18	Council Meeting	Commencing at 7.00pm
MARCH		
06-Mar-18	No Meetings	
13-Mar-18	Ryde Central Committee Meeting	Commencing at 5.00pm
20-Mar-18	Works and Community Committee Meeting	Commencing at 5.00pm
20-Mar-18	Finance and Governance Committee Meeting	Commencing at 6.00pm
27-Mar-18	Council Meeting	Commencing at 7.00pm
APRIL		
03-Apr-18	No Meetings	
10-Apr-18	Ryde Central Committee Meeting	Commencing at 5.00pm
17-Apr-18	Works and Community Committee Meeting	Commencing at 5.00pm
17-Apr-18	Finance and Governance Committee Meeting	Commencing at 6.00pm
24-Apr-18	Council Meeting	Commencing at 7.00pm
MAY		
01-May-18	No Meetings	
08-May-18	Ryde Central Committee Meeting	Commencing at 5.00pm
15-May-18	Works and Community Committee Meeting	Commencing at 5.00pm
15-May-18	Finance and Governance Committee Meeting	Commencing at 6.00pm
22-May-18	Council Meeting	Commencing at 7.00pm
29-May-18	No Meetings	5th Tuesday
JUNE		
05-Jun-18	No Meetings	
12-Jun-18	Ryde Central Committee Meeting	Commencing at 5.00pm
19-Jun-18	Works and Community Committee Meeting	Commencing at 5.00pm
19-Jun-18	Finance and Governance Committee Meeting	Commencing at 6.00pm
26-Jun-18	Council Meeting	Commencing at 7.00pm

ITEM 5 (continued)

ATTACHMENT 2

OPTION 1
2018 MEETING SCHEDULE UP TO END OF SEPTEMBER 2018
(continued)

JULY		
03-Jul-18	No Meetings	
10-Jul-18	No Ryde Central Committee Meeting	Mid-year recess
17-Jul-18	No Works and Community Committee Meeting	Mid-year recess
17-Jul-18	No Finance and Governance Committee Meeting	Mid-year recess
24-Jul-18	Council Meeting	Commencing at 7.00pm
31-Jul-18	No Meetings	5th Tuesday
AUGUST		
07-Aug-18	No Meetings	
14-Aug-18	Ryde Central Committee Meeting	Commencing at 5.00pm
21-Aug-18	Works and Community Committee Meeting	Commencing at 5.00pm
21-Aug-18	Finance and Governance Committee Meeting	Commencing at 6.00pm
28-Aug-18	Council Meeting	Commencing at 7.00pm
SEPTEMBER		
04-Sep-18	No Meetings	
11-Sep-18	Ryde Central Committee Meeting	Commencing at 5.00pm
18-Sep-18	Works and Community Committee Meeting	Commencing at 5.00pm
18-Sep-18	Finance and Governance Committee Meeting	Commencing at 6.00pm
25-Sep-18	Council Meeting	Commencing at 7.00pm

ITEM 5 (continued)

ATTACHMENT 3

OPTION 2
REMAINDER OF 2017 MEETING SCHEDULE

DATE	MEETING TYPE	COMMENTS
OCTOBER		
03-Oct-17	No Meetings	
10-Oct-17	Planning and Environment Committee Meeting	Commencing at 5.00pm
10-Oct-17	Works and Community Committee Meeting	Commencing at 5.00pm
10-Oct-17	Ryde Central Committee Meeting	Commencing at 6.00pm
10-Oct-17	Finance and Governance Committee Meeting	Commencing at 6.00pm
17-Oct-17	No Meetings	
24-Oct-17	Council Meeting	Commencing at 7.00pm
31-Oct-17	No Meetings	5th Tuesday
NOVEMBER		
07-Nov-17	No Meetings	
14-Nov-17	Planning and Environment Committee Meeting	Commencing at 5.00pm
14-Nov-17	Works and Community Committee Meeting	Commencing at 5.00pm
14-Nov-17	Ryde Central Committee Meeting	Commencing at 6.00pm
14-Nov-17	Finance and Governance Committee Meeting	Commencing at 6.00pm
21-Nov-17	No Meetings	
28-Nov-17	Council Meeting	Commencing at 7.00pm
DECEMBER		
05-Dec-17	No Meetings	Local Government Conference
12-Dec-17	No Planning and Environment Committee Meeting	Council Meeting Only
12-Dec-17	No Works and Community Committee Meeting	Council Meeting Only
12-Dec-17	No Ryde Central Committee Meeting	Council Meeting Only
12-Dec-17	No Finance and Governance Committee Meeting	Council Meeting Only
12-Dec-17	Council Meeting	Commencing at 7.00pm

ITEM 5 (continued)

ATTACHMENT 3

OPTION 2
2018 MEETING SCHEDULE UP TO END OF SEPTEMBER 2018

DATE	MEETING TYPE	COMMENTS
FEBRUARY		
06-Feb-18	No Meetings	
13-Feb-18	Planning and Environment Committee Meeting	Commencing at 5.00pm
13-Feb-18	Works and Community Committee Meeting	Commencing at 5.00pm
13-Feb-18	Ryde Central Committee Meeting	Commencing at 6.00pm
13-Feb-18	Finance and Governance Committee Meeting	Commencing at 6.00pm
20-Feb-18	No Meetings	
27-Feb-18	Council Meeting	Commencing at 7.00pm
MARCH		
06-Mar-18	No Meetings	
13-Mar-18	Works and Community Committee Meeting	Commencing at 5.00pm
13-Mar-18	Finance and Governance Committee Meeting	Commencing at 5.00pm
13-Mar-18	Ryde Central Committee Meeting	Commencing at 6.00pm
20-Mar-18	No Meetings	
27-Mar-18	Council Meeting	Commencing at 7.00pm
APRIL		
03-Apr-18	No Meetings	
10-Apr-18	Works and Community Committee Meeting	Commencing at 5.00pm
10-Apr-18	Finance and Governance Committee Meeting	Commencing at 5.00pm
10-Apr-18	Ryde Central Committee Meeting	Commencing at 6.00pm
17-Apr-18	No Meetings	
24-Apr-18	Council Meeting	Commencing at 7.00pm
MAY		
01-May-18	No Meetings	
08-May-18	Works and Community Committee Meeting	Commencing at 5.00pm
08-May-18	Finance and Governance Committee Meeting	Commencing at 5.00pm
08-May-18	Ryde Central Committee Meeting	Commencing at 6.00pm
15-May-18	No Meetings	
22-May-18	Council Meeting	Commencing at 7.00pm
29-May-18	No Meetings	5th Tuesday
JUNE		
05-Jun-18	No Meetings	
12-Jun-18	Works and Community Committee Meeting	Commencing at 5.00pm
12-Jun-18	Finance and Governance Committee Meeting	Commencing at 5.00pm
12-Jun-18	Ryde Central Committee Meeting	Commencing at 6.00pm
19-Jun-18	No Meetings	
26-Jun-18	Council Meeting	Commencing at 7.00pm

ITEM 5 (continued)

ATTACHMENT 3

OPTION 2
2018 MEETING SCHEDULE UP TO END OF SEPTEMBER 2018
(continued)

JULY		
03-Jul-18	No Meetings	
10-Jul-18	No Works and Community Committee Meeting	Mid-year recess
10-Jul-18	No Finance and Governance Committee Meeting	Mid-year recess
10-Jul-18	No Ryde Central Committee Meeting	Mid-year recess
17-Jul-18	No Meetings	
24-Jul-18	Council Meeting	Commencing at 7.00pm
31-Jul-18	No Meetings	5th Tuesday
AUGUST		
07-Aug-18	No Meetings	
14-Aug-18	Works and Community Committee Meeting	Commencing at 5.00pm
14-Aug-18	Finance and Governance Committee Meeting	Commencing at 5.00pm
14-Aug-18	Ryde Central Committee Meeting	Commencing at 6.00pm
21-Aug-18	No Meetings	
28-Aug-18	Council Meeting	Commencing at 7.00pm
SEPTEMBER		
04-Sep-18	No Meetings	
11-Sep-18	Works and Community Committee Meeting	Commencing at 5.00pm
11-Sep-18	Finance and Governance Committee Meeting	Commencing at 5.00pm
11-Sep-18	Ryde Central Committee Meeting	Commencing at 6.00pm
18-Sep-18	No Meetings	
25-Sep-18	Council Meeting	Commencing at 7.00pm

6 COUNCIL / COMMITTEE MEETINGS - Appointment of Councillor Members to Standing Committees

Report prepared by: Senior Coordinator - Governance
File No.: CLM/17/1/1/2 - BP17/916

REPORT SUMMARY

This report seeks Council's determination of Councillor members to the Planning and Environment Committee, Works and Community Committee, Finance and Governance Committee and the Ryde Central (formerly Ryde Civic Hub) Committee.

It should be noted that this report refers to Item 5 on this Agenda regarding the Council / Committee Meetings Structure and Meeting Schedule.

RECOMMENDATION:

- (a) That Council endorse its Standing Committees of Planning and Environment Committee, Works and Community Committee, Ryde Central Committee and Finance and Governance Committee.
- (b) That Council note that the Planning and Environment Committee will cease on 28 February 2018 due to the mandatory introduction of an Independent Hearing and Assessment Panel (IHAP) on 1 March 2018.
- (c) That Council determine the Committee members for the Planning and Environment Committee, based on Council's determination of its Committee Meeting structure, detailed in Item 5 on this Agenda.
- (c) That Council determine the Committee members for the Works and Community Committee, based on Council's determination of its Committee Meeting structure, detailed in Item 5 on this Agenda.
- (e) That Council determine the Committee members for the Finance and Governance Committee, based on Council's determination of its Committee Meeting structure, detailed in Item 5 on this Agenda.
- (f) That Council determine the Committee members for the Ryde Central Committee, based on Council's determination of its Committee Meeting structure, detailed in Item 5 on this Agenda.

ATTACHMENTS

- 1** Charters, Functions and Powers of Council's Standing Committees

ITEM 6 (continued)

Report Prepared By:

Amanda Janvrin
Senior Coordinator - Governance

Report Approved By:

John Schanz
Manager - Risk, Audit and Governance

Roy Newsome
Director - Corporate and Organisational Support Services

ITEM 6 (continued)

Discussion

Council's current Standing Committees are as follows:-

- Planning and Environment Committee;
- Works and Community Committee;
- Ryde Central Committee; and
- Finance and Governance Committee.

Attached to this report is a copy of the Charters, Function and Powers of each of Council's current Standing Committees (**ATTACHMENT 1**).

Council is to determine the appointment of Councillor Members to the Standing Committees.

Council's current Code of Meeting Practice allows for the Planning and Environment Committee and the Ryde Central (formerly Ryde Civic Hub) Committee meetings to be held on the second Tuesday of the months February to December inclusive.

The Code allows for the Works and Community Committee and the Finance and Governance Committee meetings to be held on the third Tuesday of the months February to December inclusive.

The Code allows for Council meetings to be held on the fourth Tuesday of the months February to December inclusive.

Appointment of Committee Members to Standing Committees

The membership of the Planning and Environment Committee, the Works and Community Committee, the Ryde Central (formerly Ryde Civic Hub) Committee and the Finance and Governance Committee is to be determined annually.

If Council endorse Option 2, detailed in Item 5 on this Agenda, relating to Committee structure and scheduling, all Committees would be comprised of either five or six Councillors with the Mayor as ex-officio on each Committee.

However, if Option 1 or Option 3 is endorsed, which reflects Council's current meeting schedule, then all Councillors could nominate to be a member of each Committee.

The Chairperson and Deputy Chairperson of each of the Committees are to be determined by the Committee at the first meeting.

ITEM 6 (continued)

Financial Implications

Adoption of the recommendations outlined in this report will have no financial impact as there is provision for the conduct of meetings allocated in the adopted 2017/2018 and 2018/2019 budgets.

ITEM 6 (continued)

ATTACHMENT 1

Charters, Functions and Powers of Committees

The following Charters, functions and powers are provided under the Code of Meeting Practice and in accordance with Section 377 of the Local Government – General Power of the Council to delegate.

Planning and Environment Committee

Quorum:	A committee comprising less than the full council shall be three (3).
Meeting dates, place and time:	2nd Tuesday of January (if considered necessary by the Mayor and General Manager). 2nd Tuesday of the months February to December inclusive; Council Chamber, Level 1A, 1 Pope Street, Ryde 2112. Meetings are scheduled to commence at 5.00pm.
Casting Vote:	Nil.
Charter:	To adopt and monitor in accordance with established priorities and budgets the policies, plans and procedures for promoting the health of citizens and the creation of an attractive, harmonious living environment, review the execution of such policies and plans and determine local development and rezoning applications. The Planning and Environment Committee does not have the delegated authority to change a priority of works previously adopted by Council or to approve budgets or works where budget allocations are required.
Functions and Powers:	<i>Environmental Planning</i> Approve and monitor policies, codes and plans including statutory controls, to regulate and control the subdivision, development and use of land, the demolition of buildings, the alteration of buildings and the erection of buildings and structures. <i>Development Control</i> Consider major development projects and local development applications not otherwise determined and determine the applications. Approve the issue of notices and orders. <i>Environment Protection</i> Approve and monitor policies and programs for protecting the environment and enforcing regulations and controls for public health and convenience, environmental protection, the use of land and the parking of motor vehicles. <i>Court Action</i> Approve the institution of legal proceedings, review the progress of matters before the Courts and assess the implications of decisions from the Court.

ITEM 6 (continued)

ATTACHMENT 1

Health Services

Address issues relevant to the physical well being of people and approve and monitor the implementation of health programs to ensure high standards of health within the community.

Consideration of Matters

The Committee at a meeting may defer a matter that is listed on the Agenda to the next scheduled Committee Meeting for consideration if it has been carried unanimously. This matter must then be listed on the Agenda of the subsequent Committee Meeting.

If the deferral is not unanimously supported, the matter must then be presented to Council for consideration.

Other Matters (outside Terms of Reference)

Public Participation: Public Participation will be in accordance with Practice for Public Addresses, in the Code of Meeting Practice. (This allows a maximum of 5 minutes per person, 15 minutes for a group. It also allows Councillors to ask questions of the speaker).

Restrictions

Members of the public will not be able to speak at a Council meeting where matters have already been listed and considered at the Planning and Environment Committee and are being referred to the Council meeting for determination.

Advertising: Meetings will be advertised on Council's website and in the Mayor's Column.

Minutes: Minutes of meetings detailing recommendations for Council's consideration, will be published on Council's website.

ITEM 6 (continued)

ATTACHMENT 1

Works and Community Committee

Quorum:	A committee comprising less than the full council shall be three (3).
Meeting dates, place and time:	3rd Tuesday of January (if considered necessary by the Mayor and General Manager). 3rd Tuesday of the months February to December inclusive; Council Chamber, Level 1A, 1 Pope Street, Ryde 2112. Meetings are scheduled to commence at 5.00pm.
Casting Vote:	Nil.
Charter:	To adopt and monitor in accordance with established priorities and budgets the cost effective implementation of: <ol style="list-style-type: none">1. policies and operating plans for infrastructure development and maintenance so that facilities and services are provided to satisfy the needs of the community2. programs and services to promote the physical, social, cultural, recreational, spiritual and intellectual well being of individuals and the community. The Works and Community Committee does not have the delegated authority to change a priority of works previously adopted by Council or to approve budgets or works where budget allocations are required.
Functions and Powers:	<i>Research</i> Initiate and consider studies to evaluate the facilities and services provided and needed in relation to public works and services, infrastructure, transportation, public facilities, leisure facilities, cultural facilities and recreational services and adopt appropriate policies and strategies. <i>Parks Operations</i> Approve works relating to the acquisition, development, embellishment and maintenance of parks, recreation facilities, bushland and wildlife corridors. <i>Engineering Works</i> Approve works relating to the construction, development, maintenance, repair and reconstruction of drains, roads, footpaths, carparks and bikeways. <i>Implement Programs</i> Monitor and review the efficiency and effectiveness of performance in relation to the implementation of the adopted programs for public works and services, community services and library services.

ITEM 6 (continued)

ATTACHMENT 1

Council Lands

Initiate and adopt plans of management for public land to ensure the proper management, development and conservation of resources for the purpose of promoting welfare of the community and a better environment.

Asset Maintenance

Approve works relating to the maintenance, repair and replacement of Council's physical assets including the buildings, plant and parks.

Trees

Approve the planting, conservation, rehabilitation, maintenance, lopping or removal of trees and other vegetation. Deal with approvals, refusals and review of decisions in respect of the administration of the Tree Preservation Order.

Waste Collection

Approve policies and programs for the collection and disposal of waste and the promotion of recycling.

Library and Information

Monitor the performance of Council's library and information services and adopt policies for the upgrading and development of those services.

Community Development

Monitor and review the use and effectiveness of programs and services provided by Council and other bodies for information, leisure, recreation and community support, as well as welfare, social, cultural and intellectual development. Approve appropriate policies, plans and procedures.

Consideration of Matters

The Committee at a meeting may defer a matter that is listed on the Agenda to the next scheduled Committee Meeting for consideration if it has been carried unanimously. This matter must then be listed on the Agenda of the subsequent Committee Meeting.

If the deferral is not unanimously supported, the matter must then be presented to Council for consideration.

Other Matters (outside Terms of Reference)

Public Participation: Public Participation will be in accordance with Practice for Public Addresses, in the Code of Meeting Practice. (This allows a maximum of 5 minutes per person, 15 minutes for a group. It also allows Councillors to ask questions of the speaker).

ITEM 6 (continued)

ATTACHMENT 1

Restrictions

Members of the public will not be able to speak at a Council meeting where matters have already been listed and considered at the Works and Community Committee and are being referred to the Council meeting for determination.

Advertising:	Meetings will be advertised on Council's website and in the Mayor's Column.
Minutes:	Minutes of meetings detailing recommendations for Council's consideration, will be published on Council's website.

ITEM 6 (continued)

ATTACHMENT 1

Ryde Central (formerly Ryde Civic Hub) Committee

Quorum:	A committee comprising less than the full council shall be three (3).
Meeting dates, place and time:	2nd Tuesday of January (if considered necessary by the Mayor and General Manager). 2nd Tuesday of the months February to December inclusive Council Chamber, Level 1A, 1 Pope Street, Ryde 2112. Meetings are scheduled to commence at 6.00pm.
Casting Vote:	Nil.
Delegation:	All matters considered by the Ryde Central (formerly Ryde Civic Hub) Committee will be referred to Council for determination.
Charter:	To address and consider issues relating to Ryde Central (formerly the Ryde Civic Hub) and make recommendations to Council for its determination.
Functions and Powers:	The functions and powers of the Committee will be as follows; a) To establish an international architectural design competition to provide an iconic architectural vision for the site, conducted generally in accordance with the NSW Government's Design Excellence Guidelines; b) To prepare a public consultation strategy; c) To prepare a new master plan for the site including a site specific Development Control Plan; and d) To prepare a business case(s) to determine options for how the site could be developed whilst retaining the majority (or all) of the site in Council's ownership. e) To determine any other matters relating to Ryde Central (formerly the Ryde Civic Hub) as referred by Council. <i>Consideration of Matters</i> The Committee at a meeting may defer a matter that is listed on the Agenda to the next scheduled Committee Meeting for consideration if it has been carried unanimously. This matter must then be listed on the Agenda of the subsequent Committee Meeting. If the deferral is not unanimously supported, the matter must then be presented to Council for consideration.
Funding Source:	Fit for the Future Reserve.
Ryde Central (formerly Civic Hub):	Includes all lands and public roads – Civic Centre / Civic Hall LOT 10 in DP 1110978 LOT 11 in DP 1110978 LOT 12 in DP 1110978 LOT 50 DP 1157410

ITEM 6 (continued)

ATTACHMENT 1

Parts of Devlin Street (including pedestrian bridges
and sub stratum tunnels)

LOT 46 DP 1157410
LOT 48 DP 1157410
LOT 51 DP 1157410
LOT 52 DP 1157410
LOT 53 DP 1157410
LOT 54 DP 1157410
LOT 55 DP 1157410
LOT 56 DP 1157410
LOT 57 DP 1157410
LOT 58 DP 1157410

Parts of Blaxland Road (section behind Civic Centre)

LOT 1 in DP1170801
LOT 2 in DP1170801
LOT T in DP 443304
LOT S in DP 443304
LOT R in DP 443304
LOT Q in DP443304

Parts of Parkes Street (From Lee Avenue to Devlin
Street)

LOT 47 DP1157410
LOT 1 in DP68403

Other Matters (outside Terms of Reference)

Public Participation: Public Participation will be in accordance with Practice for Public Addresses, in the Code of Meeting Practice. (This allows a maximum of 5 minutes per person, 15 minutes for a group. It also allows Councillors to ask questions of the speaker).

Restrictions

Members of the public will not be able to speak at a Council meeting where matters have already been listed and considered at the Ryde Central (formerly Ryde Civic Hub) Committee and are being referred to the Council meeting for determination.

Advertising: Meetings will be advertised on Council's website and in the Mayor's Column.

Minutes: Minutes of meetings detailing recommendations for Council's consideration, will be published on Council's website.

ITEM 6 (continued)

ATTACHMENT 1

Finance and Governance Committee

Quorum:	A committee comprising less than the full council shall be three (3).
Meeting dates, place and time:	3rd Tuesday of January (if considered necessary by the Mayor and General Manager). 3rd Tuesday of the months February to December inclusive Council Chamber, Level 1A, 1 Pope Street, Ryde 2112. Meetings are scheduled to commence at 6.00pm.
Casting Vote:	Nil.
Delegation:	All matters considered by the Finance and Governance will be referred to Council for determination.
Charter:	To address and consider issues relating to Finance, Governance, Procurement/Tenders, Audit and Property matters at the City of Ryde and make recommendations to Council for its determination.
Functions and Powers:	The functions and powers of the Committee will be as follows; <ol style="list-style-type: none">1. Integrated Planning and Reporting To review and determine financial and asset management strategies, revenue raising opportunities, Council's Community Strategic Plan, Four Year Delivery Plan, One Year Operational Plan, Resourcing Strategy and Quarterly Reviews.2. Rating Matters To monitor, review and determine rating strategies and resolve other rating matters.3. Investments To receive and review reports on Council's Investment Portfolio and adopt actions arising; To review, amend and determine Council's Investment Policy; and To review and appoint Council's independent financial advisor.4. Procurement/Tenders To receive and review reports on Council's Procurement Policy, Strategies and Procedures and adopt actions arising; and To consider and determine tenders.5. Internal and External Audit To appoint members of Council's Audit and Risk Committee; To receive and review reports of Council's Audit and Risk Committee;

ITEM 6 (continued)

ATTACHMENT 1

To investigate, receive and review reports of Council's External Auditor; and
To review, monitor and appoint Council's External Auditor.

6. Court Actions/Legal Matters
To review the progress of matters before the Courts and assess the implications of decisions from the Court.
7. Property Matters
To review and determine matters relating to leasing, licensing, acquisition and disposal of Council property;
8. Governance Framework, Operational/Organisational Matters and Corporate/Council Policies
To review and determine policies, submissions, other Operational/Organisational matters as required under the Local Government Act and other initiatives/improvements to Council's Governance Framework.

Consideration of Matters

The Committee at a meeting may defer a matter that is listed on the Agenda to the next scheduled Committee Meeting for consideration if it has been carried unanimously. This matter must then be listed on the Agenda of the subsequent Committee Meeting.

If the deferral is not unanimously supported, the matter must then be presented to Council for consideration.

Other Matters (outside Terms of Reference)

Public Participation: Public Participation will be in accordance with Practice for Public Addresses, in the Code of Meeting Practice. (This allows a maximum of 5 minutes per person, 15 minutes for a group. It also allows Councillors to ask questions of the speaker).

Restrictions

Members of the public will not be able to speak at a Council meeting where matters have already been listed and considered at the Finance and Governance Committee and are being referred to the Council meeting for determination.

Advertising: Meetings will be advertised on Council's website and in the Mayor's Column.

Minutes: Minutes of meetings detailing recommendations for Council's consideration, will be published on Council's website.

7 DETERMINATION OF ADVISORY COMMITTEES AND APPOINTMENT OF COUNCILLOR REPRESENTATIVES

Report prepared by: Governance Coordinator
File No.: CLR/07/8/22/2 - BP17/918

REPORT SUMMARY

The City of Ryde Advisory Committees provide an invaluable source of two way communication between Council and the community. This report seeks Council's determination of the Advisory Committees for the next term of Council and endorsement to proceed to an expression of interest process for Community members for these committees.

During consideration of this item, Council is also requested to determine the Councillor members and Chairperson for each committee. Details of both the Councillor and community membership requirements, as extracted from the Committees' Terms of Reference are given in the report.

Following the determination of the 2017-2020 Advisory Committees, Council officers will also review the Terms of Reference for each committee, which will subsequently be confirmed by each Committee at their first meeting and then reported back to Council.

It is anticipated that a report on the Expression of Interest process and next steps towards implementation of these Committees will be received by Council at its December 2017 meeting.

RECOMMENDATION:

- (a) That the following Advisory Committees be convened for the 2017-2020 term of Council
- Audit and Risk Committee
 - Bicycle Advisory Committee
 - Bushland and Environment Advisory Committee
 - Community Harmony Reference Group
 - Economic Development Advisory Committee
 - Festivals and Events Advisory Committee
 - Heritage Advisory Committee
 - Macquarie Park Forum
 - Ryde Hunters Hill Joint Library Services Committee
 - Ryde Youth Council
 - Social Inclusion Advisory Committee
 - Sport and Recreation and Wheeled Sports Advisory Committee
 - Status of Women Advisory Committee

ITEM 7 (continued)

- (b) That Council determine the Councillor(s) to be members of each City of Ryde advisory committee, in accordance with their Terms of Reference.
- (c) That Council nominate a chairperson to each of these Committees, with the exception of the Audit and Risk Committee and the Ryde Youth Council, in accordance with their Terms of Reference.
- (d) That Council confirm the commencement of an Expression of Interest process to identify interested and committed people from the City of Ryde community, to become members of each of these advisory committees.
- (e) That following Council's endorsement of the above recommendations, Council officers review the committees' Terms of Reference, which are subsequently to be confirmed at each Committee's first meeting and then reported back to Council.

ATTACHMENTS

1 Advisory Committee Community Membership Profile

Report Prepared By:

Lorie Parkinson
Governance Coordinator

Report Approved By:

John Schanz
Manager - Risk, Audit and Governance

Roy Newsome
Director - Corporate and Organisational Support Services

ITEM 7 (continued)

Discussion

The City of Ryde Advisory Committees provide an important vehicle for consultation, advice and feedback between the community and Council.

At the start of each term, Council's advisory committees are required to be determined and an Expression of Interest process undertaken to identify community committee members. Each committee also requires Councillor participation, in the roles of Committee chair and Councillor members. Following the commencement of each Committee, their first action is to review their Terms of Reference.

2012-2017 Advisory Committees

During the 2012 to 2017 term of Council, the following Advisory Committees were in place:

Access Advisory Committee	Status of Women Advisory Committee
Community Harmony Reference Group	Bushland and Environment Advisory Committee (commenced February 2014)
Heritage Advisory Committee	Ryde Youth Council
Economic Development Advisory Committee	Macquarie Park Forum
Sport and Recreation and Wheeled Sports Advisory Committee	Centenary of Anzac and Commemoration of WW1 Committee (commenced April 2013, ends 31 Dec 2018)
Bicycle Advisory Committee	Citizen Engagement Committee (October 2012-February 2014)
Eastwood and West Ryde Events and Promotions Committee	East Ward Events and Promotions Advisory Committee (commenced May 2015)
Audit and Risk Committee	Ryde Hunters Hill Joint Library Services
Country Council Partnership Committee – no meetings	

All Advisory Committees were disbanded at the end of the September 2017 term of Council, apart from the Centenary of Anzac and Commemoration of WW1 Committee which was created and community members appointed for a set period until 31 December 2018.

ITEM 7 (continued)

2017 – 2020 Advisory Committees

During the 2017-2020 Council term, it is proposed that the Advisory Committees listed below are implemented.

Following Council's resolution to implement these committees, Council officers will review each committee's terms of reference, and these will then be considered at the first meeting of each Committee.

A brief description of each Committee is given below and each Committee's community membership profile is given in **ATTACHMENT 1**.

AUDIT AND RISK COMMITTEE - Provides a forum for communication between all stakeholders i.e. the Council, General Manager, Senior Management and Internal and External Audit, and ensures and supports the independence of the Internal Audit function.

BICYCLE ADVISORY COMMITTEE - Advises Council on all matters relating to cycling in the City of Ryde

BUSHLAND AND ENVIRONMENT ADVISORY COMMITTEE - Provides advice to Council on enhancing/undertaking preservation, conservation and management of natural areas, wildlife and local indigenous vegetation, and environmental health and sustainability issues and initiatives.

CENTENARY OF ANZAC AND COMMEMORATION OF WW1 COMMITTEE - Provides advice, feedback and recommendations on appropriate promotion of the Spirit of ANZAC. This committee's term finishes in December 2018.

COMMUNITY HARMONY REFERENCE GROUP - Provides advice to Council to ensure that Culturally and Linguistically Diverse residents in the City of Ryde are able to participate actively in all aspects of community and civic life, and that Council recognises and values the diversity of the Community.

ECONOMIC DEVELOPMENT ADVISORY COMMITTEE - Provides direction and support to assist and guide Council in implementation of the City of Ryde Economic Development Strategy.

FESTIVALS AND EVENTS ADVISORY COMMITTEE - Provides advice and feedback on the delivery and development of festivals and events in the City of Ryde.

HERITAGE ADVISORY COMMITTEE - Provides advice to Council about the preservation and enhancement of items and places within the City of Ryde that are of natural, indigenous, cultural, social, aesthetic or historic significance.

ITEM 7 (continued)

MACQUARIE PARK FORUM - Provides high level strategic and industry input in areas such as transport, marketing urban development and sustainability.

RYDE HUNTERS HILL JOINT LIBRARY SERVICES - Ryde Hunters Hill Joint Library Service Advisory Committee advises on services for Gladesville Library and services such as Local Studies, Home Library Services, the Toy Library and Outreach services.

RYDE YOUTH COUNCIL – Provides advocacy for the needs of young people and provides a mechanism for their participation and involvement in decision making on community issues.

SOCIAL INCLUSION ADVISORY COMMITTEE - Provides advice to Council to ensure that all residents and visitors to the City of Ryde are able to participate actively in all aspects of community and civic life, and that Council recognises and values the diversity of its community.

SPORT AND RECREATION AND WHEELED SPORTS ADVISORY COMMITTEE - Fosters the appreciation, development and maintenance of sporting and recreational facilities, clubs and opportunities in City of Ryde, and acts as a central point of communication between Council and the sporting and recreational groups in City of Ryde.

STATUS OF WOMEN ADVISORY COMMITTEE – Provides advice to Council on improving the ways in which women in the City of Ryde are able to participate and engage actively in all aspects of community and civic life.

There are three proposed changes in the above Committees from the previous term:

1. The name of the *Access Advisory Committee* is proposed to be changed to the *Social Inclusion Advisory Committee*. This name change reflects Council's commitment to a broader focus on inclusion of all members of our community, in Council's decisions, priorities and actions. This change addresses an action in Council's recently adopted Disability Inclusion Action Plan (DIAP).
2. The formation of a single *Festival and Events Advisory Committee* is proposed to replace the two location based events Committees – *Eastwood and West Ryde Events and Promotions Advisory Committee* and *East Ward Events and Promotions Advisory Committee*.

ITEM 7 (continued)

This consolidation will provide an overarching advisory committee representing all three wards with the primary objectives to:

- Provide advice and feedback on the delivery and development of festivals and events in the City of Ryde
- Ensure transparency between event sub-committees.

Ideally community and Councillor members are to be drawn from across the City of Ryde.

A single committee will enhance the efficient use of knowledge and resources, and will provide transparency and equity to all events in the City of Ryde.

3. The formal cessation of the *Country Council Partnership Committee*. This committee was in place to facilitate a relationship between the City of Ryde and Central Darling Shire which has faltered. Central Darling Shire has been in administration since December 2013, and this Committee did not meet during the prior Council term.

Councillor Membership of Advisory Committees

Council is required to determine the Councillor membership of each Committee as detailed in each Committee's Terms of Reference. Councillors are appointed to each Committee for a one year term. However historically, the same Councillors have remained on both the Audit and Risk, and Joint Library Committees throughout the Council term.

Committee Title	Councillor Members as per Terms of Reference
Audit and Risk Committee	Two (2) Councillors, with each having a nominated alternate. Historically the same Councillors have remained on the Committee throughout the Council term.
Bicycle Advisory Committee	No less than one (1) Councillor appointed annually Chair - a Councillor or Staff Member as elected by Council
Bushland and Environment Advisory Committee	No less than one (1) Councillor appointed annually Chair - a Councillor or Staff Member as elected by Council
Centenary of Anzac and Commemoration of WW1 Committee	No less than one (1) Councillor appointed annually A Councillor or staff member is to chair this committee
Community Harmony Reference Group	No less than one (1) Councillor appointed annually Chair - a Councillor or Staff Member as elected by Council

ITEM 7 (continued)

Committee Title	Councillor Members as per Terms of Reference
Economic Development Committee	No less than one (1) Councillor appointed annually Chair - a Councillor or Staff Member as elected by Council
Festival and Events Advisory Committee	The Councillor membership will match that of the two former events committee: No less than one (1) Councillor appointed annually A Councillor or staff member is to chair this committee.
Heritage Advisory Committee	No less than one (1) Councillor appointed annually Chair - a Councillor or Staff Member as elected by Council
Ryde Hunters Hill Joint Library Committee	Two (2) Councillors and one (1) alternate Councillor Historically the same Councillors have remained on the Committee throughout the Council term.
Macquarie Park Forum	No less than one (1) Councillor appointed annually Chair - a Councillor or Staff Member as elected by Council
Ryde Youth Council	No less than one (1) Councillor appointed annually, non-voting member; One (1) alternate Councillor delegate, non-voting member Chair - is to be a Youth member, and is chosen by the Youth members
Social Inclusion Advisory Committee	No less than one (1) Councillor appointed annually Chair - a Councillor or Staff Member as elected by Council
Sport and Recreation and Wheeled Sports Advisory Committee	No less than one (1) Councillor appointed annually Chair - a Councillor or Staff Member as elected by Council
Status of Women Advisory Committee	No less than one (1) Councillor appointed annually. Chair - a Councillor or Staff Member as elected by Council

Community Membership of Advisory Committees

Council is required to call for Expressions of Interest (EOI) for community members for each of the Advisory Committees. The resulting members are to reflect the profile as given in each Committee's Terms of Reference. The community membership profile of each Committee is given in **ATTACHMENT 1**.

The EOI process will be promoted on:-

- City of Ryde website
- The Mayoral Column in Northern District Times
- Northern District Times
- City of Ryde social media sites

ITEM 7 (continued)

The EOI process for the *Ryde Youth Council* also includes specific communications with high schools, youth clubs, Macquarie University and local youth services.

Additionally, Committee members from the previous term will be notified and invited to submit an Expression of Interest.

As the membership of the *Joint Library Committee* and the *Audit and Risk Committee* do not include community representation, these Committees do not need to be included in this Expression of Interest process. Community members of the *Centenary of Anzac and Commemoration of WW1 Committee* were appointed until December 2018 and thus no further action is required.

It is anticipated that this EOI process will occur during October and November 2017, with nominations to be presented to Council at its meeting in December 2017.

Independent External Audit and Risk Committee members

In accordance with the Audit and Risk Committee's Terms of Reference, the two independent External Members are to be appointed for a term of two years, after which they may be eligible for extension or re-appointment at Council's discretion.

Appointment of Independent members to this Committee will be made via an Expression of Interest (EOI) process to commence late September 2017. This EOI process will seek appropriately qualified and experienced members (one of which will be elected as chair of the Committee).

Critical Dates

The City of Ryde Advisory Committees are an important means of engaging with the local community, providing a mechanism for consultation, advice and feedback.

Council's adoption of these committees and agreement to commence the process to recruit committee members is essential in order to facilitate the implementation of this two way communication process.

This process cannot commence until these determinations are made.

Financial Implications

Funding for the process to advertise and recruit for community members is available from within the Risk, Audit and Governance budget.

ITEM 7 (continued)

ATTACHMENT 1

Advisory Committees – Profiles of Community Members

COMMITTEE NAME	PROFILE OF COMMUNITY MEMBERS
SOCIAL INCLUSION COMMITTEE	<p>Community Membership of the Committee comprises:</p> <ul style="list-style-type: none"> • Twelve (12) community representatives. <p>These members shall be:</p> <ul style="list-style-type: none"> • Persons with specialist skills relevant to access issues; e.g. engineers, architects, occupational therapists or residents with disability • People who reside, work or visit the Ryde Local Government Area who have a demonstrated commitment to access issues • Representatives from community groups/organisations representing people with disabilities as defined in the UN Convention on the Rights of Persons with Disabilities.
BICYCLE ADVISORY COMMITTEE	<p>Community Membership of the Bicycle Advisory Committee comprises:</p> <ul style="list-style-type: none"> • Two (2) representatives of Bike North • One (1) alternate Bike North delegate • One (1) representative from Connect Macquarie Park • One (1) representative of Macquarie University • One (1) representative of Roads and Maritime Services • One (1) representative from a major employer in the Macquarie Park area <p>Substitute delegates may attend the Bicycle Advisory Meeting on behalf of a representative organisation.</p>
BUSHLAND AND ENVIRONMENT ADVISORY COMMITTEE	<p>Community Membership of the Bushland and Environment Advisory Committee comprises:</p> <ul style="list-style-type: none"> • Up to 3 bushcare group representatives, 1 representing each ward • Up to 3 representatives from different environmental and/or sustainability stakeholder groups that are not already represented on the committee • Up to 2 community representatives that are not members of other groups represented on the committee • Up to 2 industry and/or educational representatives that are currently not employed or contracted by the City of Ryde.
COMMUNITY HARMONY REFERENCE GROUP	<p>Community Membership of the Community Harmony Reference Group comprises:</p> <ul style="list-style-type: none"> • Twelve (12) community representatives <p>These members shall be:</p> <ul style="list-style-type: none"> • Persons who are representative of the cultural, ethnic, faith and linguistic diversity of the City of Ryde. • People who reside, work or visit the Ryde Local Government Area who have a demonstrated commitment to community harmony.

ITEM 7 (continued)

ATTACHMENT 1

<p>ECONOMIC DEVELOPMENT ADVISORY COMMITTEE (EDAC)</p>	<p>Community Membership of the Economic Development Advisory Committee comprises:</p> <ul style="list-style-type: none"> • 3 x members of the Riverside Business Forum • 2 x business representatives • 1 x representative from each of the local Chambers of Commerce, that is West Ryde, Gladesville, Eastwood, Korean, Chinese and Armenian Chambers of Commerce • NSROC Executive Director • 2 x community representatives (includes Macquarie University) • 1 x representative of a Ryde educational establishment. (University / NSWTAPE / Macquarie Community College).
<p>FESTIVALS AND EVENTS ADVISORY COMMITTEE</p>	<p>Proposed Community Membership of the Festivals and Events Advisory Committee comprises:</p> <ul style="list-style-type: none"> • At least ten (10) and no more than twenty (24) community representatives including representatives from events, local business and community organisations. • Ideally, community members should be drawn from each of the three wards of Council
<p>HERITAGE ADVISORY COMMITTEE</p>	<p>Community Membership of the Heritage Advisory Committee comprises:</p> <ul style="list-style-type: none"> • Community groups represented by one (1) person. <ul style="list-style-type: none"> - Brush Farm Historical Society - Ryde District Historical Society - Ryde Hunters Hill Flora and Fauna Preservation Society • Up to five (5) community representatives with a demonstrated commitment to local history and/or heritage conservation in the City of Ryde.
<p>MACQUARIE PARK FORUM</p>	<p>Community Membership of the Macquarie Park Forum comprises:</p> <p>Appropriate representation from the following stakeholder groups:</p> <ul style="list-style-type: none"> • Commercial landowners in Macquarie Park • Macquarie Centre (AMP) • Property Council • Transport Construction Authority (TCA) • Macquarie University • Residents of Macquarie Park and environs • Tenants in Macquarie Park • Relevant business groups (e.g. Chamber of Commerce) • Relevant State Government entities (eg Transport for NSW) • Relevant education providers
<p>RYDE YOUTH COUNCIL</p>	<p>Community Membership of the Ryde Youth Council comprises:</p> <ul style="list-style-type: none"> • It is recommended that there be between fourteen (14) and twenty five (25) Community Representatives aged 12 – 25 years. Members must live, work, study or recreate in the City of Ryde; • Young people who represent organisations that service young people; • Young people from diverse socio-economic, cultural and ethnic backgrounds; • Individuals with specialist skills and professional interest in issues affecting young people will be contacted / invited as required.

ITEM 7 (continued)

ATTACHMENT 1

<p>SPORT AND RECREATION AND WHEELED SPORTS ADVISORY COMMITTEE</p>	<p>Community Membership of the Sport and Recreation and Wheeled Sports Advisory Committee comprises:</p> <ul style="list-style-type: none"> • One representative from sporting clubs, recreation organisations and regular hirers that use facilities and/or are located within the City of Ryde. • Residents that have an interest in working with Council on the development of recreation facilities for wheeled sports (skate boarding, BMX riding, scooters).
<p>STATUS OF WOMEN ADVISORY COMMITTEE</p>	<p>Community Membership of the Status of Women Advisory Committee comprises:</p> <ul style="list-style-type: none"> • Twelve (12) community representatives <p>These members shall be:</p> <ul style="list-style-type: none"> • Women who represent women's organisations • Highly regarded professional women • Women from CALD backgrounds • Young women • Women who have previous advocacy experience highlighting women's issues • Individuals with specialist skills and professional interest in issues affecting women • Active community member

8 EXTERNAL COMMITTEES - Appointment of Delegates

Report prepared by: Senior Coordinator - Governance
File No.: CLM/17/1/1/2 - BP17/953

REPORT SUMMARY

This report is to confirm Councillor delegates for all external Committees.

RECOMMENDATION:

- (a) That Council appoint the following delegates to NSROC:
- The newly elected Mayor
 - One (1) Councillor as a formal delegate
 - Two (2) Councillors as alternate delegates
- (b) That Council appoint two persons (Councillors and/or Council staff members) as Council's delegates and at least one person as an alternate delegate to the Sydney Planning Panels.

ATTACHMENTS

There are no attachments for this report.

Report Prepared By:

Amanda Janvrin
Senior Coordinator - Governance

Report Approved By:

John Schanz
Manager - Risk, Audit and Governance

Roy Newsome
Director - Corporate and Organisational Support Services

ITEM 8 (continued)

Discussion

The appointment of Councillor delegates to external Committees, such as the Northern Sydney Regional Organisation of Councils (NSROC), is undertaken annually.

External Committees

NSROC

The City of Ryde is a member of the Northern Sydney Regional Organisation of Councils (NSROC) which is a voluntary organisation of Local Government established to provide strong Local Government leadership; to work co-operatively for the benefit of the Northern Sydney region; and to effectively advocate on agreed regional positions and priorities. The six member Councils are Hunters Hill, Ku-ring-gai, Lane Cove, North Sydney, Ryde and Willoughby.

Each member Council is to appoint the Mayor and one (1) Councillor as formal delegates, however, there is no restriction on any other Councillors attending meetings.

Council appointed two (2) formal delegates and two (2) alternate delegates to NSROC for the 2016/2017 year:

Committee	Council Delegates	Provisions
NSROC	Delegates: The Mayor, Councillor Pickering Councillor Yedelian OAM Alternates: Councillor Stott Councillor Etmekdjian	2 formal delegates, the Mayor and one other Councillor.

Ryde Traffic Committee

The Ryde Traffic Committee (RTC) is a technical Committee created under the auspices of the Roads and Maritime Service (RMS).

The RTC is to be made up of four formal members. The membership is:

- Council
- the NSW Police through their nominated officer
- the RMS through their nominated officer
- the local State Member of Parliament (MP) or their nominee

The Chairperson of the RTC is the Director – City Works and Infrastructure.

ITEM 8 (continued)

Council's representative at meetings is a Council officer. The Council representative may be a sub-delegate if Council has formally approved this.

Councillors are able to attend all RTC meetings and contribute to discussion; however, they do not have voting powers.

As the RTC does not have any powers to determine resolutions of Council, its Minutes are referred to Council via the Works and Community Committee. Council then has the power to determine resolutions on matters arising from the RTC meetings.

Sydney Planning Panels

The Sydney Planning Panels have been set up to determine the following range of regional development:

- Development with a Capital Investment Value (CIV) over \$20 million (Please note from 1 March 2018 this will increase to \$30 million).
- Development with a CIV over \$5 million which is:
 - Council related
 - Lodged by or on behalf of the Crown (State of NSW)
 - Private infrastructure and community facilities or
 - Eco-tourist facilities
- Extractive industries, waste facilities and marinas that are designated development.
- Certain coastal subdivisions.
- Development with a CIV between \$10 million and \$20 million which are referred to the regional panel by the applicant after 120 days (Please note that from 1 March 2018 this will change to Development with a CIV between \$10 million and \$30 Million).
- By order of the Minister.

There are six Sydney Planning Panels and the City of Ryde is within the catchment of the Sydney North Planning Panel. Each Panel is chaired by a nominee of the State Government. In addition to the chairperson, the Minister nominates two further panel State members of the Panel. The State appointed members must have expertise in one or more of the following fields: planning, architecture, heritage, the environment, urban design, land economics, traffic and transport, law, engineering, tourism or government and public administration.

ITEM 8 (continued)

Currently, a chairperson is appointed by the Minister for Planning from one of the three State members. This appointment requires the concurrence of the Local Government and Shires Association.

The current State appointed members are Dr Deborah Dearing (Chair), John Roseth, and Sue Francis.

The City of Ryde is permitted two (2) members on the Sydney North Planning Panel. At least one of the Council appointed members must have expertise in one or more of the following fields: planning, architecture, heritage, the environment, urban design, land economics, traffic and transport, law, engineering or tourism. Currently, Councillors Yedelian OAM and Maggio are Council's members of the Sydney North Planning Panel.

Panels meet on a 'as needs basis', approximately once every one or two months in the City of Ryde's case, to determine one or more development applications. Panel meetings are usually held during business hours, in the Christie Conference Centre North Sydney. Applications can also be dealt with electronically, if there are no submissions lodged and it is agreed by panel members that no meeting is required.

At its meeting of 16 September 2016 Council appointed two (2) formal delegates and two (2) alternate delegates to the Sydney Planning Panels for a period of twelve months, over the course of this period the Council delegates were updated to reflect changes in availability.

However, Council at its meeting on 22 November 2016 rescinded its original Councillor nominations and appointed the Councillors detailed below and also endorsed each Councillor delegate to receive payment for attendance (\$80.00 per hour for a minimum of three (3) hours, plus travel expenses).

This decision was subsequently changed by Council resolution on 26 April 2017, which reverted back to no fees being claimed by Councillors.

Committee	Previous Council Delegates	Provisions
Sydney Planning Panels	Delegates: Councillor Maggio Councillor Yedelian OAM Alternates: Councillor Stott Councillor Pickering	Two formal delegates, as many alternates as nominated

Financial Implications

Adoption of the recommendation will have no financial impact.

**9 2017 LOCAL GOVERNMENT NSW ANNUAL CONFERENCE - Hyatt
Regency, Sydney - 4 to 6 December 2017**

Report prepared by: Administration Officer - Councillor Support
File No.: CLR/07/8/97/8 - BP17/21

REPORT SUMMARY

This report is presented to Council for its consideration of Councillor attendance at the 2017 Local Government NSW Annual Conference, to be held in Sydney from Monday, 4 December 2017 to Wednesday, 6 December 2017.

RECOMMENDATION:

- (a) That Council nominate seven (7) Councillors to attend the 2017 Local Government NSW Annual Conference as voting delegates as per 2016 and other Councillors as observers; noting that the number of voting delegates will be reconfirmed after Friday, 13 October 2017 by Local Government NSW.
- (b) That Council note that the Acting General Manager will select staff to attend the Conference as appropriate.

ATTACHMENTS

- 1 Draft Program for the Local Government NSW Annual Conference - 4 to 6 December 2017
- 2 Councillor Attendance at Conferences - Guidelines

Report Prepared By:

Kathryn Fleming
Administration Officer - Councillor Support

Report Approved By:

Amanda Janvrin
Senior Coordinator - Governance

John Schanz
Manager - Risk, Audit and Governance

Roy Newsome
Director - Corporate and Organisational Support Services

ITEM 9 (continued)

Discussion

Conference

The 2017 Local Government NSW Annual Conference will be held in Sydney from Monday, 4 December 2017 to Wednesday, 6 December 2017. This year the Conference will involve two types of voting: delegates will vote on motions which determine the policies and priorities for Local Government NSW and the sector, and eligible delegates will vote in elections for the Local Government NSW Office Bearers and Board. The Conference will be held at the Hyatt Regency, Sydney. Attached is a copy of the Draft Program for the Conference (**ATTACHMENT 1**).

The Conference is the annual policy-making event for all Councils of New South Wales. It is the pre-eminent event of the Local Government year where local Councillors come together to share ideas and debate issues that shape the way we are governed.

Delegates Representing the City of Ryde

Local Government NSW will notify members by Friday, 13 October 2017 of the number of voting delegates that they are entitled to send to the Conference to vote on motions. In 2016, the City of Ryde was allocated seven (7) voting delegates and Councillors Laxale, Simon and Stott attended the Conference.

It is proposed that Council nominate seven (7) voting delegates for this Conference, noting that if Council receives an allowance of less than seven (7) voting delegates, that Council's delegates will be in order of nomination at the Council meeting. The remaining Councillors would attend as observers.

Motions

All members (including newly merged Councils which are Local Government NSW members) are able to put forward motions to be considered at the conference. These motions are to be submitted by close of business Monday, 9 October 2017. Due to the short timeframe as a result of the Local Government Elections and the closing date for submission of motions, the City of Ryde is not proposing to submit any motions for consideration at the conference.

Attendance at the Conference

Councillors can attend the Conference using their own vehicle and receive reimbursement on the travel expenses per kilometre should they wish to drive. Alternatively, taxi e-tickets can be issued to Councillors for travel to and from the Conference.

ITEM 9 (continued)

As this Conference is held in the Sydney Metropolitan area, accommodation will not be provided.

Critical Dates

The following deadlines are required to be met:-

- Early bird registrations close 23 October 2017.
- Councillor delegates are to be determined following the Mayoral Election held on Tuesday, 26 September 2017.
- Councillor delegate numbers are to be reconfirmed after Friday, 13 October 2017.
- Voting Delegates are to be confirmed to the Association by 27 November 2017.

Financial Impact

Early-bird registration cost for the Conference is \$899 per person.

Standard registration cost for the Conference is \$999 per person.

Currently there is an allocation of \$25,750 left in the 2017/2018 budget for Conferences.

Policy Implications

The City of Ryde has regularly participated in the Annual Local Government NSW Conference. Funding is allocated in the annual budget for delegates to attend the Conference. The Policy on Expenses and Facilities for the Mayor and Other Councillors sets out the entitlements for Councillors attending such Conferences.

ATTACHMENT 2 is the Guidelines for Councillor Attendance at Conferences. The Guidelines provide that in addition to the Local Government NSW Conference and the Australian Local Government Conference, every Councillor is entitled to attend a conference in NSW, Canberra, metropolitan Brisbane or metropolitan Melbourne.

ITEM 9 (continued)

ATTACHMENT 1



Local Government NSW Annual Conference 2017

Monday 4 – Wednesday 6 December 2017

Main conference venue is Hyatt Regency Sydney, 161 Sussex Street Sydney

This program is correct at the time of publication; speakers and program details may have changed due to unforeseen circumstances.

DRAFT PROGRAM (as of 30 August 2017)

MONDAY 4 December	
1.00pm – 4.00pm	<p>Bump in sponsors to set up trade exhibition Bump in voting booths into Wharf 4 and 5</p>
2.00pm – 4.45pm	Registration opens in foyer entrance to main ballrooms
3.00pm – 4.00pm	<p>Two optional concurrent briefing sessions. Coming together post-amalgamation: lessons and next steps three case studies Peter Tegart, Interim General Manager, Queanbeyan Palerang Regional Council Gail Connolly, General Manager, Georges River Council To be confirmed</p> <p>or</p> <p>Elected life and good governance: building your capabilities. A session for new councillors</p>
4.00pm – 5.00pm	Sessions repeated above
5.00pm – 7.00pm	President's Opening Reception in Maritime Ballroom in the trade exhibition
TUESDAY 5 December – Business Session Day 1 / Grand Ballroom/Maritime Ballroom	
7.30am – 5.00pm	Registration opens
8.00am – 9.00am	Voting for LGNSW Board President, Vice Presidents, Treasurer and Directors (Voting for all positions at the one time) in Wharf 3, 4 and 5 (rooms)
8.15am – 9.00am	<p>Distribution of voting materials and electronic handsets</p> <p>Trade exhibition opens in Maritime Ballroom</p>
9.15am – 9.45am	Address from The Hon Gladys Berjikklian MP , Premier of New South Wales
9.45am – 11.00am	<p>Address from Cr Keith Rhoades AFSM, President, LGNSW</p> <p>Opening of the Federal Conference, chaired by Cr Keith Rhoades AFSM including demonstration of voting units, adoption of standing orders, presentation of the auditor's report, general financial report and operating report to members. Business session and consideration of motions.</p>

ITEM 9 (continued)

ATTACHMENT 1

	<p>Opening of the State Conference, chaired by Cr Keith Rhoades AFSM including adoption of standing orders. Presentation of the auditor's report, general financial and operating report to members.</p> <p>Business sessions and consideration of motions.</p>
11.00am – 11.30am	<p>Morning tea in trade exhibition area Voting for LGNSW Board President, Vice Presidents, Treasurer and Directors</p>
11.30am – 1.00pm	Consideration of Conference business continued, chaired by the President
1.00pm – 2.00pm	<p>Lunch in trade exhibition Voting for LGNSW Board President, Vice Presidents, Treasurer and Directors</p>
2.00pm – 3.30pm	Consideration of Conference business continued, chaired by the President
3.30pm – 4.00pm	<p>Afternoon tea in trade exhibition area Voting for LGNSW Board President, Vice Presidents, Treasurer and Directors</p>
4.00pm – 5.30pm	<p>Consideration of Conference business continued, chaired by the President Collection of all electronic handsets and motions voting cards Conference business session closes</p>
5.30pm – 6.30pm	<p>Voting for LGNSW Board President, Vice Presidents, Treasurer and Directors Voting closes</p>
6.00pm – 7.00pm	Delegate networking function in trade exhibition area
7.30pm	Trade exhibition closes. Free night for delegates.
<p>Wednesday 6 December– Business Session Day 2 / Grand Ballroom/Maritime Ballroom/Wharf rooms</p>	
7.30am – 5.00pm	Registration opens
7.30am – 8.45am	<p>Australian Local Government Women's Association (ALGWA NSW) Breakfast Special Guest Speaker Rhoda Roberts, Head of First Nation Programming, Sydney Opera House, Festival Director Boomerang, will speak on Accessing and Creating Relationships with Your Local Community.</p>
8.00am – 5.30pm	Trade exhibition open in Maritime Ballroom
9.00am – 9.05am	Introduction by Ellen Fanning , Master of Ceremonies
9.05am – 9.20am 9.20am – 9.35am	<p>Address from The Hon Gabrielle Upton MP, Minister for Local Government Facilitated questions from the conference to the Minister</p>
9.35am – 10.05am	<p>Keynote: Dr Jonathan Carr-West, Chief Executive, Local Government Information Unit UK presents on Transforming Local Government</p>
10.05am – 10.30am	Morning tea in trade exhibition area
10.30am – 10.45am 10.45am – 11.00am	<p>Address from The Hon Peter Primrose MLC, Shadow Minister for Local Government Facilitated questions from the conference to the Shadow Minister</p>

ITEM 9 (continued)

ATTACHMENT 1

11.00am – 11.15am	Address from The Hon Melinda Pavey MP , Minister for Roads, Maritime and Freight
11.15am – 11.30am	Address from Carolyn McNally , Secretary of the Department of Planning and Environment, on Housing Affordability and Partnerships with Councils.
11.30am – 11.40am	MC to facilitate Q and A to both speakers (10 mins only)
11.40am – 12.10pm	Address from Stuart Reeve , Managing Director, Micromex Research and Consulting on Community Perceptions of Local Government
12.10pm – 12.30pm	Presentation of the AR Bluett Awards (20 mins)
12.30pm - 12.40pm	Address from Cr Keith Rhoades AFSM , LGNSW President on Association Initiatives
12.40pm – 12:50pm	Treasurer's Report
12.50pm – 1.40pm	Lunch in the trade exhibition area General Managers Lunch sponsored by StateCover: a short update from StateCover, Local Government Super and LGP (30 mins)
1.40pm – 3.10pm	MOVE TO CONCURRENT SESSIONS
Environment and Planning	Stream facilitated by Stephen Beaman PSM , Executive Director Waste and Resource Recovery, Environment Protection Authority (EPA). <ul style="list-style-type: none"> • Dr Bruce Christie, Deputy Director General, Biosecurity and Food Safety, Department of Primary Industries on The biosecurity framework and shared responsibilities • Stephen Beaman PSM, Executive Director Waste and Resource Recovery EPA on Introducing a Container Deposit Scheme • Tom Celebrezze, Director Biodiversity Policy, Office of Environment and Heritage Biodiversity reforms and Local Government
Infrastructure and Economics	<ul style="list-style-type: none"> • Greg Dyer, General Manager City of Parramatta, Case study on the Redevelopment of Parramatta Square • Susie Matthews, Director Small Business Engagement, NSW Department of Industry on In Support of night-time economies • Sean Gordon, Chief Executive Officer, Darkinjung Local Aboriginal Land Council on Building local economies and the economic development of aboriginal lands

ITEM 9 (continued)

ATTACHMENT 1

<p>People and Communities</p> <p>1.40pm – 1.45 intro 1.45pm – 2.05pm 2.05pm – 2.10 intro 2.10pm – 2.30pm 2.30pm – 2.35intro 2.35pm – 2.55pm 2.55pm – 3.10pm Q and A</p>	<ul style="list-style-type: none"> • Jody Broun, Director NSW/ACT, Red Cross on Disaster Preparedness – council’s building resilience with their communities in times of natural disaster or accident • Wendy Waller, Mayor and Shabnam Bhana, Community Development Worker, Liverpool City Council, and Cr Greg Conkey, Mayor, Wagga Wagga City Council on Refugee Resettlement • Mary Barry, Chief Executive Officer, Our Watch on the national framework for preventing violence against families and women
<p>3.10pm – 3.20pm</p> <p>3.20pm – 4.00pm</p> <p>4.00pm – 4.30pm</p>	<p>RETURN TO PLENARY SESSION AND CLOSE OF CONFERENCE</p> <p>Keynote: Annabel Crabb, Walkley Award winning journalist on ‘What the community wants and expects from government; what local government can learn from the international, national and state experience; and what it means for local government in the future’.</p> <p>Afternoon tea and delegate networking function in trade exhibition area</p>
<p>7.30pm – 11.00pm</p>	<p>CONFERENCE DINNER, Grand Ballroom Hyatt Regency (in the conference room)</p>
<p>7.30pm</p> <p>7.45pm</p> <p>8.00pm</p> <p>8.10pm</p> <p>8.35pm</p> <p>9.35pm</p> <p>11.00pm</p>	<p>Doors open</p> <p>Delegates seated and entrée served</p> <p>LGNSW President introduces Elite Sponsor, StateCover Mutual Limited</p> <p>LGNSW President and Elite Sponsor present the Outstanding Service Awards Presentation of the Heart Foundation Local Government Awards National Winner by CEO Kerry Doyle (invited)</p> <p>Main course served</p> <p>Entertainment and dancing</p> <p>Function finishes</p>
<p>CLOSE OF CONFERENCE</p>	

This program is correct at the time of publication. Speakers and program details may change due to unforeseen circumstances.

ITEM 9 (continued)

ATTACHMENT 2



Councillor Attendance at Conferences Guideline

Related Policy

This guideline sets out the criteria to determine the attendance of Councillors at Conferences. It relates to the Policy on the Payment of Expenses and Provision of Facilities for the Mayor and Other Councillors.

Guidelines

Council acknowledges the value of Councillor attendance at conferences to enable them to be both knowledgeable and current on issues affecting the City of Ryde. In order to ensure that attendance at Conferences is equitable, transparent and consistent, attendance will be limited as follows:

1. Local Government Association Conference – the number of voting delegates plus one. Details of the delegates and attendee to be determined by resolution of Council.
2. Australian Local Government Association Conference.
3. In addition, to 1 and 2 above, every Councillor is entitled to attend one conference in either NSW, Canberra, metropolitan Brisbane or metropolitan Melbourne. The conference must directly relate to the business of Council. More than one Councillor may attend the same conference if Council resolves that this will be beneficial for both Council and the Councillors concerned.
4. Within 2 months after the conference the attending Councillor must report to Council on the proceedings of the conference. That report will be included in the Councillors Information Bulletin.
5. No Councillor can attend a Conference without the prior approval of Council. Reports to Council are to include details of the Conference and an estimate of the associated costs including registration, transport and accommodation.
6. Council may resolve that a Councillor can attend more than one conference per year but this determination will be dependant on budgetary constraints and with an emphasis on ensuring that all Councillors have equal access to conferences.
7. Each year, as part of the review of the Policy on the Payment of Expenses and Provision of Facilities for the Mayor and Other Councillors, Council officers will provide a full report of expenditure and Conference attendance by Councillors.

Councillor Attendance at Conferences guideline		
Owner: Governance Unit	Accountability: Mayoral and Councillor support service	
Trim Reference: D10/77193	Policy: Payment of Expenses and Provision of Facilities for the Mayor and other Councillors	One Page only