

**Meeting Date:** Tuesday 27 March 2018  
**Location:** Council Chambers, Level 1A, 1 Pope Street, Ryde  
**Time:** 7.00pm

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**1 CONFIRMATION OF MINUTES - Council Meeting held on 27 February 2018**

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**Report prepared by:** Senior Coordinator - Governance  
**File No.:** CLM/18/1/1/2 - BP18/223

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**REPORT SUMMARY**

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

**RECOMMENDATION:**

That the Minutes of the Council Meeting 2/18, held on 27 February 2018 be confirmed.

**ATTACHMENTS**

- 1 MINUTES - Ordinary Council Meeting - 27 February 2018**

**ITEM 1 (continued)**

**ATTACHMENT 1**

**Council Meeting  
MINUTES OF MEETING NO. 2/18**

**Meeting Date:** Tuesday 27 February 2018  
**Location:** Council Chambers, Level 1A, 1 Pope Street, Ryde  
**Time:** 7.00pm

**Councillors Present:** The Mayor, Councillor Laxale and Councillors Brown, Clifton, Gordon, Kim, Lane, Maggio, Moujalli, Pedersen, Purcell, Yedelian OAM and Zhou.

**Note:** Councillor Brown left the meeting at 10.46pm and did not return. He was not present for consideration or voting on Confidential Items 6(8), 15, 16 and 17.

**Apologies:** Nil.

**Leave of Absence:** Nil.

**Staff Present:** General Manager, Acting Director – Customer and Community Services, Director – Corporate and Organisational Support Services, Acting Director – City Planning and Development, Acting Director – City Works and Infrastructure, General Counsel, Chief Financial Officer, Manager – Risk, Audit and Governance, Manager – City Planning, Manager – Community Services, Manager – Parks, Development Contributions Coordinator, Senior Coordinator – Communications, Senior Coordinator – Community Engagement, Communications Coordinator, Digital Communications Coordinator, Senior Coordinator – Governance, Executive Assistant to the General Manager and Administration Officer – Councillor Support.

**PRAYER**

Reverend Fergus Semler of the Macquarie Anglican Church was present and offered prayer prior to the commencement of the meeting.

**NATIONAL ANTHEM**

The National Anthem was sung prior to the commencement of the meeting.

**DISCLOSURES OF INTEREST**

Councillor Moujalli disclosed a Less than Significant Non-Pecuniary Interest in Item 3(4) – Planning Proposal –176 Blaxland Road, Ryde and Draft Development Control Plan – 176 – 186 Blaxland Road, Ryde – Outcome of Exhibition for the reason that he has known and been friends with the nephew of the sole Director of Sasco Developments.

**ITEM 1 (continued)**

**ATTACHMENT 1**

Councillor Pedersen disclosed a Less than Significant Non-Pecuniary Interest in Notice of Motion 16 – Donation and Placement of Artwork ‘Illuminatrope’ for the reason that the artist who is donating the artwork is an old friend of 20 years.

Councillor Yedelian OAM disclosed a Less than Significant Non-Pecuniary Interest in Notice of Motion 18 – Section 75W to increase height limit applicable to 155 – 157 Church Street – Council Submission for reason that two of the speakers are known to him. One speaker served on the Joint Planning Panel with him and the other speaker was on his ticket at the last Council election.

Councillor Zhou disclosed a Less than Significant Non-Pecuniary Interest in Item 16 – Yuhu Property (Australia) Pty Ltd letter of offer to enter into a Voluntary Planning Agreement in association with development application LDA2016/378 for mixed use residential commercial redevelopment of Eastwood Shopping Centre at 142-186 Rowe Street, Eastwood for the reason that he knows the owner of Yuhu Group and he was a member in a few Chinese Community organisations where the owner of the Yuhu Group chairs.

**TABLING OF PETITIONS**

Councillor Lane tabled a petition in relation to Notice of Motion 12 – Chauvel Street Christmas Lights. The petition contains signatures from community members who support the Chauval Street residents request to install ‘No Stopping’ signs on either side of Chauval Street during peak Christmas periods.

Councillor Lane tabled a petition in relation to Notice of Motion 13 – Financial Decisions. The petition contains signatures from community members who call on the Mayor, Councillor Jerome Laxale to reject making financial decisions with ratepayers money that are not firstly supported by professional advice.

Councillor Pedersen tabled a petition in relation to Notice of Motion 17 – Bus Services through the East Ward of Ryde. The petition contains signatures from community members who feel that a bus through East Ryde, Badajoz Road etc. is urgently required.

**PRESENTATION OF PLAQUE IN RECOGNITION OF THE CITY OF RYDE AND THE SMITH FAMILY REACH MILESTONE**

Mr Peter Lombardo, Operations Manager from The Smith Family presented the Mayor, Councillor Laxale with a plaque in recognition of the City of Ryde and The Smith Family’s ongoing relationship, with more than one million kilograms of material donated via charity clothing bins located in the City of Ryde.



**ITEM 1 (continued)**

**ATTACHMENT 1**

**PRESENTATION OF CERTIFICATES TO COMMUNITY STRATEGIC PLAN 'MY VISION 2028' WINNERS**

The Mayor, Councillor Laxale presented Certificates to the winners of the 'My Ryde Vision 2028' competition winners, which were conducted as part of the community consultation for Council's Community Strategic Plan.

**PUBLIC PARTICIPATION ON ITEMS LISTED ON THE AGENDA**

The following persons addressed the Council:-

<b>Name</b>	<b>Topic</b>
Sarah Horsfield (representing AMP Capital)	<b>Item 7 - Planning Proposal – 197 – 223 Herring Road, Macquarie Park – Macquarie Shopping Centre (sign)</b>
Joanne Gartside (representing Ryde Public School P & C)	<b>Notice of Motion 1 – Ryde Public School</b>
Rhett Prado	<b>Notice of Motion 3 – Youth unemployment in the City of Ryde</b>
John Byrnes	<b>Notice of Motion 6 – Flag Poles Kissing Point Park</b>
Larry Dunne (representing Lions Club of Epping Eastwood)	<b>Notice of Motion 8 – Recognition of Epping Eastwood Lions Club – 60 Years</b>
Janine Ligato (representing Gladesville Ravens)	<b>Notice of Motion 10 – Westminster Oval – Urgent Maintenance</b>
Vicki Colmer Ridge (representing Chauvel Street residents)	<b>Notice of Motion 12 – Chauvel Street Christmas Lights</b>
Philip Ridge	<b>Notice of Motion 12 – Chauvel Street Christmas Lights</b>
Peter Small	<b>Notice of Motion 13 – Financial Decisions</b>
Craig Chung	<b>Notice of Motion 13 – Financial Decisions</b>
David Furlong (representing Holdmark Consultant)	<b>Notice of Motion 18 – Section 75W to increase height limit applicable to 155 – 157 Church Street – Council Submission</b>
Gavin Carrier (representing Holdmark)	<b>Notice of Motion 18 – Section 75W to increase height limit applicable to 155 – 157 Church Street – Council Submission</b>
Toni Courtelis	<b>Notice of Motion 18 – Section 75W to increase height limit applicable to 155 – 157 Church Street – Council Submission</b>
Sue Mifsud	<b>Notice of Motion 18 – Section 75W to increase height limit applicable to 155 – 157 Church Street – Council Submission</b>
Emma Taylor	<b>Notice of Motion 21 – Movable Soccer Goals</b>
David Hashimoto	<b>Notice of Motion 16 – Donation and Placement of Artwork 'Illuminatope'</b>

**ITEM 1 (continued)**

**ATTACHMENT 1**

**PUBLIC PARTICIPATION ON ITEMS LISTED ON THE AGENDA**

Note: Councillors Lane and Moujalli left the meeting at 7.57pm and were not present for consideration or voting on this Item.

**RESOLUTION:** (Moved by Councillors Yedelian OAM and Maggio)

That the speakers who submitted Requests to Address Council on Items Listed on the Agenda on an Item previously considered by the Planning and Environment Committee Meeting 1/18 held on 13 February 2018 and the speakers who submitted late Requests to Address Council on Items listed on the Agenda and Items not listed on the Agenda be allowed to address the meeting, the time being 7.59pm.

**Record of Voting:**

For the Motion: Unanimous

Note: Councillor Lane returned to the meeting at 8.01pm.

Note: Councillor Moujalli returned to the meeting at 8.02pm.

**PUBLIC PARTICIPATION ON ITEMS LISTED ON THE AGENDA**

The following persons then addressed the Council:-

<b>Name</b>	<b>Topic</b>
Philip Peake	<b>Item 3(4)</b> – Planning Proposal – 176 Blaxland Road, Ryde and Draft Development Control Plan – 176 – 186 Blaxland Road, Ryde – Outcome of Exhibition.
Andrew Martin(representing the applicant)	<b>Item 3(4)</b> – Planning Proposal – 176 Blaxland Road, Ryde and Draft Development Control Plan – 176 – 186 Blaxland Road, Ryde – Outcome of Exhibition.
Doriana Donnelly	<b>Notice of Motion 18</b> – Section 75W to increase height limit applicable to 155 – 157 Church Street – Council Submission
Tim Thorne	<b>Notice of Motion 9</b> – Provision of Indoor Sporting Facilities in the City of Ryde
Sammy D'Arrigo	<b>Notice of Motion 7</b> – Recognition of North Ryde Hawks Rugby League Club – 60 Years

**ITEM 1 (continued)**

**ATTACHMENT 1**

**PUBLIC PARTICIPATION ON ITEMS NOT LISTED ON THE AGENDA**

The following persons addressed the Council:-

<b>Name</b>	<b>Topic</b>
Victor Taffa	Darvall Road Footpath
Paul Azizi (representing Raymond Azizi)	Blenheim Park Expansion
Stuart Madeley	Development Applications process improvement – Openness and clarity

**ORDER OF BUSINESS**

**RESOLUTION:** (Moved by Councillors Maggio and Brown)

That Council now consider the following Items, the time being 8.23pm:-

- Item 7 – Planning Proposal – 197 – 223 Herring Road, Macquarie Park – Macquarie Shopping Centre (Sign)
- Notice of Motion 1 – Ryde Public School
- Notice of Motion 3 – Youth Unemployment in the City of Ryde
- Notice of Motion 6 – Flag Poles Kissing Point
- Notice of Motion 8 – Recognition of Epping Eastwood Lions Club – 60 years
- Notice of Motion 10 – Westminster Oval – Urgent Maintenance
- Notice of Motion 12 – Chauvel Street Christmas Lights
- Notice of Motion 13 – Financial Decisions
- Notice of Motion 16 – Donation and Placement of Artwork ‘Illuminatrope’
- Notice of Motion 18 – Section 75W to increase height limit applicable to 155 – 157 Church Street – Council Submission
- Notice of Motion 21 – Movable Soccer Goals
- Item 3(4) – Planning Proposal – 176 Blaxland Road, Ryde and Draft Development Control Plan – 176 – 186 Blaxland Road, Ryde – Outcome of Exhibition
- Notice of Motion 9 – Provision of Indoor Sporting Facilities in the City of Ryde

**ITEM 1 (continued)**

**ATTACHMENT 1**

- Notice of Motion 7 – Recognition of North Ryde Hawks Rugby League Club – 60 years
- Item 6 – Report of the Finance and Governance Committee Meeting
- Item 8 – Review of Council’s Code of Meeting Practice – including Review of Council’s Committee Structure and other related matters
- Item 13 – Audit, Risk and Improvement Committee
- Item 14 – Position of Chief Financial Officer – Senior Staff Position

**Record for the Voting:**

For the Motion: Unanimous

**COUNCIL REPORT**

**7 PLANNING PROPOSAL - 197-223 HERRING ROAD, MACQUARIE PARK - MACQUARIE SHOPPING CENTRE (SIGN)**

Note: Sarah Horsfield (representing AMP Capital) addressed the meeting in relation to this Item.

**RESOLUTION:** (Moved by Councillors Purcell and Gordon)

- (a) That Council delegate the General Manager to:
  - i. amend Ryde Local Environmental Plan 2014 Schedule 1 Additional Permitted Uses to permit *one advertising structure* as an additional permitted use at the Macquarie Shopping Centre (Lot 100 in DP1190494), and
  - ii. arrange notification of the amendment on the NSW legislation website (Government Gazette).
- (b) That Council adopt the *Content Management Plan: Digital Signage Display Located at the Waterloo Road Frontage of Macquarie Shopping Centre Prepared by Urban Concepts for AMP Capital February 2017* to govern the content and operation of the sign referred to in (a).
- (c) That Council write to the proponent, AMP Capital, advising of its decision and to provide 10% of the digital display as community messaging as detailed in the Content Management Plan.

**Record for the Voting:**

For the Motion: Unanimous

**ITEM 1 (continued)**

**ATTACHMENT 1**

**NOTICES OF MOTION**

**1 RYDE PUBLIC SCHOOL - Councillor Bernard Purcell**

Note: Joanne Gartside (representing Ryde Public School) addressed the meeting in relation to this Item.

**RESOLUTION:** (Moved by Councillors Purcell and Maggio)

To improve pedestrian and vehicle safety along Pope Street and Tucker Street, that Council implements the following:

- (a) That additional RMS pedestrian fencing be installed on the eastern side of Pope Street between the intersection with Smith Street and access driveway to Top Ryde Early Learning Centre.
- (b) That line marking be revised to delineate the pedestrian activated signals on Tucker Street.
- (c) That the General Manager make the necessary financial adjustment to the traffic calming devices budget, at the third quarterly review to enable works to be undertaken in the fourth quarter.
- (d) That Council supports an investigation by staff to extend the crossing durations during drop off and pick up times at the intersection of Pope and Smith Street Ryde, and that any recommendations that may arise regarding the traffic light phasing be referred to the Ryde Traffic Committee for consideration.

**Record for the Voting:**

For the Motion: Unanimous

**3 YOUTH UNEMPLOYMENT IN THE CITY OF RYDE - Councillor Peter Kim**

Note: Rhett Prado addressed the meeting in relation to this Item.

**MOTION:** (Moved by Councillors Kim and Yedelian OAM)

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

**ITEM 1 (continued)**

**ATTACHMENT 1**

- (c) That the intern program be facilitated by Council's Economic Development Coordinator to the broader business community within the City of Ryde.

**AMENDMENT:** (Moved by Councillors Moujalli and Lane)

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

On being put to the Meeting, the voting on the Amendment was five (5) For and seven (7) Against. The Amendment was **LOST**. The Motion was then put and **CARRIED**.

**Record for the Voting:**

For the Amendment: Councillors Brown, Lane, Moujalli, Yedelian OAM and Zhou

Against the Amendment: The Mayor, Councillor Laxale, and Councillors Clifton, Gordon, Kim, Maggio, Pedersen and Purcell

**RESOLUTION:** (Moved by Councillors Kim and Yedelian OAM)

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

**ITEM 1 (continued)**

**ATTACHMENT 1**

**Record for the Voting:**

For the Motion: Unanimous

**6 FLAG POLES KISSING POINT PARK - Councillor Roy Maggio**

Note: John Byrnes addressed the meeting in relation to this Item.

**RESOLUTION:** (Moved by Councillors Maggio and Gordon)

- (a) That Council install flag poles as required to fly the Australian and Aboriginal Flags at a suitable site at Kissing Point Park Putney.
- (b) That a formal flag raising ceremony be organised by Council after installation.
- (c) That the General Manager write to The Hon. Anthony Roberts MP and The Hon. John Alexander MP to seek their support for funding and the provision of flags in accordance with the Australian Government's 6.8 Constituents Request Program (Department of Finance – Senator's and Member's Entitlements).
- (d) That funds be allocated and made available in the next quarterly budget review for a new pole and lighting as is expected of official flag poles.

**Record for the Voting:**

For the Motion: Unanimous

**8 RECOGNITION OF EPPING EASTWOOD LIONS CLUB - 60 YEARS - Councillor Roy Maggio**

Note: Larry Dunne (representing Lions Club of Epping Eastwood) addressed the meeting in relation to this Item.

**RESOLUTION:** (Moved by Councillors Maggio and Lane)

That the City of Ryde, at the next available Council Meeting, provide a commemorative plaque recognising 60 years of the Epping Eastwood Lions Club and that the President (Mr Larry Dunne) be invited to attend the Council Meeting to collect the plaque.

**Record for the Voting:**

For the Motion: Unanimous

**ITEM 1 (continued)**

**ATTACHMENT 1**

**10 WESTMINSTER OVAL - URGENT MAINTENANCE - Councillor Roy Maggio**

Note: Janine Ligato (representing Gladesville Ravens) addressed the meeting in relation to this Item.

**RESOLUTION:** (Moved by Councillors Maggio and Yedelian OAM)

That the General Manager urgently arrange for maintenance works to be undertaken prior to the 2018 football season and list Westminster Oval in the 2019/2020 Sporting Fields Capital Renewal Program and investigate possible options for a synthetic surface.

**Record for the Voting:**

For the Motion: Unanimous

**12 CHAUVEL STREET CHRISTMAS LIGHTS - Councillor Jordan Lane**

Note: Vicki Colmer Ridge (representing Chauvel Street residents) and Philip Ridge addressed the meeting in relation to this Item.

Note: Councillor Lane tabled a petition in relation to this Item earlier in the Meeting.

**RESOLUTION:** (Moved by Councillors Lane and Yedelian OAM)

- (a) That Council congratulates the residents of Chauvel Street, North Ryde for another successful Christmas light display in 2017.
- (b) That Council recognises the importance of Council supporting grass-roots community led events.
- (c) That Council acknowledges the increased risk for pedestrian and vehicle safety as this event expands and grows.
- (d) That Council immediately investigates requests for 'No Stopping' signs to be temporarily installed on both sides of Chauvel Street, effective only during peak Christmas periods (two weeks preceding 25 December) between the hours of 8.30pm and 10.00pm, as well as any other potential safety improvements.
- (e) That Council report back to residents, Councillors and the Traffic Committee before 30 June 2018 with findings and a proposed installation timeline and process.
- (f) That Council consult with residents of other prominent areas that display Christmas lights.



**ITEM 1 (continued)**

**ATTACHMENT 1**

**Record for the Voting:**

For the Motion: Unanimous

**13 FINANCIAL DECISIONS - Councillor Jordan Lane**

Note: Peter Small and Craig Chung addressed the meeting in relation to this Item.

Note: Councillor Lane tabled a petition in relation to this Item earlier in the Meeting.

**MOTION:** (Moved by Councillors Lane and Yedelian OAM)

- (a) That Council affirm that all of its financial decisions are evidence based.
- (b) That any future changes to Council's Investment Policy, be the subject of a Council Officer's report to Council, accompanied by Council's independent investment advice.

**AMENDMENT:** (Moved by Councillors Purcell and Pedersen)

- (a) That the City of Ryde acknowledges the financial expertise and independence of our accounting staff, headed by Director of Corporate and Organisational Support Services, Mr Roy Newsome and Chief Financial Officer, Steven Kludass.
- (b) That the City of Ryde acknowledges Councillors' role in providing leadership and policy guidance to the General Manager in relation to all matters.
- (c) That the General Manager prepare a presentation on Councillors' responsibilities and functions of office as soon as practicable.

On being put to the Meeting, the voting on the Amendment was eight (8) for and four (4) against. The Amendment was **CARRIED** and then became the Motion.

**Record for the Voting:**

For the Amendment: The Mayor, Councillor Laxale, Councillors Clifton, Gordon, Kim, Maggio, Pedersen, Purcell and Zhou

Against the Amendment: Councillors Brown, Lane, Moujalli and Yedelian OAM

**ITEM 1 (continued)**

**ATTACHMENT 1**

Note: Councillor Zhou left the meeting at 9.43pm and was not present for consideration or voting on this Item.

**RESOLUTION:** (Moved by Councillors Purcell and Pedersen)

- (a) That the City of Ryde acknowledges the financial expertise and independence of our accounting staff, headed by Director of Corporate and Organisational Support Services, Mr Roy Newsome and Chief Financial Officer, Steven Kludass.
- (b) That the City of Ryde acknowledges Councillors' role in providing leadership and policy guidance to the General Manager in relation to all matters.
- (c) That the General Manager prepare a presentation on Councillors' responsibilities and functions of office as soon as practicable.

**Record for the Voting:**

For the Motion: The Mayor, Councillor Laxale, and Councillors Clifton, Gordon, Kim, Maggio, Pedersen and Purcell

Against the Motion: Councillors Brown, Lane, Moujalli and Yedelian OAM

Note: Councillor Zhou returned to the meeting at 9.44pm.

**16 DONATION AND PLACEMENT OF ART WORK 'ILLUMINATROPE' -  
Councillor Penny Pedersen**

Note: Councillor Pedersen disclosed a Less than Significant Non-Pecuniary Interest in this Item for the reason that the artist who is donating the artwork is an old friend of 20 years.

Note: Councillors Kim and Yedelian OAM left the meeting at 9.45pm and were not present for consideration or voting on this Item.

Note: David Hashimoto addressed the meeting in relation to this Item.

**RESOLUTION:** (Moved by Councillors Pedersen and Maggio)

- (a) That Council officially thank the artists Gabrielle Bates and Ryde local, Korean artist, David Hashimoto for their offer to donate their sculpture, titled 'Illuminatrope'.
- (b) That Council accept the recommendation of the Arts Committee to have the City of Ryde officially accept the donation.

**ITEM 1 (continued)**

**ATTACHMENT 1**

- (c) That Council moves that staff check the sculpture meets safety requirements for public display and compile a list of suitable sites in the LGA to erect the sculpture and the list be submitted to the Arts Committee to recommend the preferred site.

**Record for the Voting:**

For the Motion: Unanimous

Note: Councillor Kim returned to the meeting at 9.52pm.

Note: Councillor Brown left the meeting at 9.53pm.

**18 SECTION 75W TO INCREASE HEIGHT LIMIT APPLICABLE TO 155-157 CHURCH STREET - COUNCIL SUBMISSION - Councillor Bernard Purcell**

Note: Councillor Yedelian OAM disclosed a Less than Significant Non-Pecuniary Interest in this Item for reason that two of the speakers are known to him. One speaker served on the Joint Planning Panel with him and the other speaker was on his ticket at the last Council election. He was not present for consideration or voting on this Item.

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

Note: David Furlong (Holdmark Consultant), Gavin Carrier (representing Holdmark), Toni Courtelis, Sue Mifsud and Doriana Donnelly addressed the meeting in relation to this Item.

Note: A document from David Furlong regarding Shepherds Bay – Stage A was tabled in relation to this Item and a copy in ON FILE.

**RESOLUTION:** (Moved by Councillors Purcell and Gordon)

- (a) That the General Manager prepare a submission to the Planning and Assessment Commission objecting to any further increase in height at 155-157 Church Street, Ryde.
- (b) That the Mayor writes to the Hon. Anthony Roberts MP, Minister for Planning, and the Hon. Victor Dominello, Member for Ryde, stating clearly and categorically:
  - i. That Council continues its objection to overdevelopment and the erosion of public amenity in Ryde and of its strong objection to any further increase in height above 10 stories of the Stage A Building at 155-157 Church Street, Ryde; and

**ITEM 1 (continued)**

**ATTACHMENT 1**

- ii. That Council reinforces its concern that any further increase in the height controls would be detrimental to community confidence in the planning process, and the considered determination of the Planning Assessment Commission that resulted in the current 10 storey height limit should be upheld.
- iii. That Council seeks the support of the Ministers to Council's position detailed in parts (i) and (ii) above.
- (c) That Council commits to not selling the Meadowbank Operations Centre to developers, and that the General Manager work with the State Government to ensure that both the Operations Centre and the Meadowbank Public School site remain in public hands.

**Record for the Voting:**

For the Motion: Unanimous

Note: Councillors Brown and Yedelian OAM returned to the meeting at 9.56pm.

**21 MOVABLE SOCCER GOALS - Councillor Christopher Moujalli**

Note: Emma Taylor addressed the meeting in relation to this Item.

**MOTION:** (Moved by Councillors Moujalli and Lane)

- (a) That Council in conjunction with local football clubs and the Gladesville Hornsby Football Association (GHFA), immediately undertake a safety audit of all movable soccer goals at parks within the City of Ryde Local Government Area (LGA).
  - (i) That the audit be completed before the commencement of the 2018 football season on 7 April 2018.
- (b) That Council work with the GHFA and football clubs within the City of Ryde LGA to ensure the safe securing of portable goals at all times, when stored and in use in accordance with Mandatory Australian Standard AS4866.1-2007.

**AMENDMENT:** (Moved by Councillors Maggio and Kim)

- (a) That Council officers inspect the current movable goal posts at parks at Morrison Bay Park, Pidding Park and Waterloo Park and ensure that safety standards are met, and that this inspection is undertaken within two weeks.

**ITEM 1 (continued)**

**ATTACHMENT 1**

- (b) That Council continue the goal post replacement and maintenance program.

On being put to the Meeting, the voting on the Amendment was seven (7) for and five (5) against. The Amendment was **CARRIED** and then became the Motion.

**Record for the Voting:**

For the Amendment: The Mayor, Councillor Laxale, Councillors Gordon, Kim, Maggio, Pedersen, Purcell and Zhou.

Against the Amendment: Councillor Brown, Clifton, Lane, Moujalli and Yedelian OAM.

**RESOLUTION:** (Moved by Councillors Maggio and Kim)

- (a) That Council officers inspect the current movable goal posts at parks at Morrison Bay Park, Pidding Park and Waterloo Park and ensure that safety standards are met, and that this inspection is undertaken within two weeks.
- (b) That Council continue the goal post replacement and maintenance program.

On being put to the Meeting, the voting on the Motion was seven (7) for and five (5) against. Councillor Moujalli abstained from voting and accordingly his vote was recorded Against the Motion.

**Record for the Voting:**

For the Motion: The Mayor, Councillor Laxale, Councillors, Brown, Kim, Maggio, Pedersen, Purcell and Zhou

Against the Motion: Councillors Clifton, Gordon, Lane, Moujalli and Yedelian OAM

**ITEM 1 (continued)**

**ATTACHMENT 1**

**COUNCIL REPORT**

**3 REPORT OF THE PLANNING AND ENVIRONMENT COMMITTEE MEETING  
1/18 held on 13 February 2018**

**4 PLANNING PROPOSAL - 176 BLAXLAND ROAD, RYDE AND  
DRAFT DEVELOPMENT CONTROL PLAN - 176 - 186 BLAXLAND  
ROAD, RYDE - OUTCOME OF EXHIBITION**

Note: Councillor Moujalli disclosed a Less than Significant Non-Pecuniary Interest in this Item for the reason that he has known and been friends with the nephew of the sole Director of Sasco Developments.

Note: Councillor Brown left the meeting at 10.11pm and was not present for consideration or voting on this item.

Note: Philip Peake and Andrew Martin (representing the applicant) addressed the meeting in relation to this Item.

**RESOLUTION:** (Moved by Councillors Purcell and Kim)

(a) That Council endorse that Ryde Local Environmental Plan 2014 be amended as it relates to 176 Blaxland Road, Ryde being LOTS 22 and 23 in DP 6046 by:

- Amending Ryde Local Environmental Plan 2014 Land Zoning Map from SP2 Infrastructure - Place of Public Worship to R4 High Density Residential;
- Amending Ryde Local Environmental Plan 2014 Height of Buildings Map to include a maximum building height of 11.5 metres; and
- Amending Ryde Local Environmental Plan 2014 Floor Space Ratio (FSR) Map to include an FSR control of 1:1.
- Amending Ryde Local Environmental Plan 2014 Lot Size Map to include a Minimum Lot Size of 580m<sup>2</sup>.

(b) That Council, endorse the planning proposal for 176 Blaxland Road, Ryde being forwarded to the Department of Planning and Environment with a request that the Plan be published on the NSW Legislation website.

(c) That Council endorse Draft DCP Part 6.6 176-186 Blaxland Road and that a public notice of Council's decisions is placed in a local newspaper advising that the Plan comes into effect upon the publication of the Local Environmental Plan on the NSW legislation website.

**ITEM 1 (continued)**

**ATTACHMENT 1**

- (d) That Council endorse notifying all community members who made a submission regarding this planning proposal and amendments to Ryde DCP 2014.
- (e) That Council acknowledges the commitment by the applicant to comply with Council's Affordable Housing Policy at the development application stage.

**Record for the Voting:**

For the Motion: The Mayor, Councillor Laxale, Councillors Kim, Lane, Maggio, Moujalli, Pedersen, Purcell, Yedelian OAM and Zhou

Against the Motion: Councillors Clifton and Gordon

**NOTICES OF MOTION**

**9 PROVISION OF INDOOR SPORTING FACILITIES IN THE CITY OF RYDE - Councillor Roy Maggio**

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

Note: Tim Thorne addressed the meeting in relation to this Item.

**RESOLUTION:** (Moved by Councillors Maggio and Purcell)

- (a) That the General Manager undertakes an audit of all tennis court facilities in the City of Ryde to identify those courts that may currently be underutilised.
- (b) That a report be prepared to look at the replacement of underutilised tennis courts only with indoor sporting facilities that can accommodate a number of sports including football, netball, basketball, badminton, tennis, table tennis and other to be operated by the City of Ryde.
- (c) That the report is also to provide indicative costs and options.

**Record for the Voting:**

For the Motion: The Mayor, Councillor Laxale and Councillors Clifton, Gordon, Kim, Lane, Maggio, Moujalli, Pedersen, Purcell and Zhou

Against the Motion: Councillor Yedelian OAM

**ITEM 1 (continued)**

**ATTACHMENT 1**

**7 RECOGNITION OF NORTH RYDE HAWKS RUGBY LEAGUE CLUB - 60 YEARS - Councillor Roy Maggio**

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

Note: Sammy D'Arrigo addressed the meeting in relation to this Item.

**RESOLUTION:** (Moved by Councillors Maggio and Purcell)

That the City of Ryde, at the next available Council Meeting, provide a commemorative plaque recognising 60 years of the North Ryde Hawks Rugby League Club and that the President (Mr Glenn Hillier) be invited to attend the Council Meeting to collect the plaque.

**Record for the Voting:**

For the Motion: Unanimous

Note: Councillor Brown returned to the meeting at 10.19pm.

**COUNCIL REPORTS**

**6 REPORT OF THE FINANCE AND GOVERNANCE COMMITTEE MEETING 1/18 held on 20 February 2018**

**RESOLUTION:** (Moved by Councillors Kim and Maggio)

That Council determine Items 1, 2, 3, 4, 5, 6, 7 and 8 of the Finance and Governance Committee Meeting 1/18, held on 20 February 2018 in accordance with the Finance and Governance Committee Terms of Reference.

**Record for the Voting:**

For the Motion: The Mayor, Councillor Laxale and Councillors Brown, Clifton, Gordon, Kim, Lane, Maggio, Moujalli, Pedersen, Purcell and Zhou

Against the Motion: Councillor Yedelian OAM

**1 CONFIRMATION OF MINUTES - Finance and Governance Committee Meeting held on 21 November 2017**

**RESOLUTION:** (Moved by Councillors Kim and Maggio)

That the Minutes of the Finance and Governance Committee 9/17, held on 21 November 2017, be confirmed.



**ITEM 1 (continued)**

**ATTACHMENT 1**

**Record for the Voting:**

For the Motion: The Mayor, Councillor Laxale and Councillors Brown, Clifton, Gordon, Kim, Lane, Maggio, Moujalli, Pedersen, Purcell and Zhou

Against the Motion: Councillor Yedelian OAM

**2 INVESTMENT REPORT AS AT 30 NOVEMBER 2017**

**RESOLUTION:** (Moved by Councillors Kim and Maggio)

That Council endorse the Investment Report as at 30 November 2017.

**Record for the Voting:**

For the Motion: The Mayor, Councillor Laxale and Councillors Brown, Clifton, Gordon, Kim, Lane, Maggio, Moujalli, Pedersen, Purcell and Zhou

Against the Motion: Councillor Yedelian OAM

**3 INVESTMENT REPORT AS AT 31 DECEMBER 2017**

**RESOLUTION:** (Moved by Councillors Kim and Maggio)

That Council endorse the Investment Report as at 31 December 2017.

For the Motion: The Mayor, Councillor Laxale and Councillors Brown, Clifton, Gordon, Kim, Lane, Maggio, Moujalli, Pedersen, Purcell and Zhou

Against the Motion: Councillor Yedelian OAM

**4 INVESTMENT REPORT AS AT 31 JANUARY 2018**

**RESOLUTION:** (Moved by Councillors Kim and Maggio)

That Council endorse the Investment Report as at 31 January 2018.

For the Motion: The Mayor, Councillor Laxale and Councillors Brown, Clifton, Gordon, Kim, Lane, Maggio, Moujalli, Pedersen, Purcell and Zhou

Against the Motion: Councillor Yedelian OAM

**ITEM 1 (continued)**

**ATTACHMENT 1**

**5 DECEMBER QUARTERLY REVIEW REPORT - FOUR YEAR DELIVERY PLAN 2017-2021 AND 2017/2018 OPERATIONAL PLAN**

**RESOLUTION:** (Moved by Councillors Kim and Maggio)

- a) That the report of the Chief Financial Officer dated 31 December 2017 on the December Quarterly Review Report - Four Year Delivery Plan 2017-2021 and One Year Operational Plan 2017/2018, *Quarter Two, October – December 2017* be received and endorsed.
- (b) That the proposed budget adjustments included in this report resulting in a net reduction of \$1.04 million to Council's Working Capital for a projected balance as at 30 June 2018 of \$4.61 million be endorsed and included in the 2017/2018 Budget.
- (c) That the proposed \$5.46 million transfers from the following Internal Reserves and Working Capital to the Ryde Central Reserve be noted and endorsed:
  - \$3.74 million from Merger and Transition Reserve to be transferred to Ryde Central Reserve.
  - \$1.5 million from Working Capital
  - \$0.20 million from Porters Creek Reserve to be transferred to Ryde Central Reserve;
  - \$0.02 million from Stockland Creche Contribution Reserve to be transferred to Ryde Central Reserve;
- (d) That the proposed transfers to and from Reserves as detailed in the report, and included as budget adjustments, totalling a net increase in Transfers to Reserves of \$0.80 million be noted and endorsed.
- (e) That the Certificate of the Responsible Accounting Officer dated 31 January 2018 be endorsed.
- (f) That the Projects recommended for cancellation, deferral, being placed on hold or proposed to be carried over as detailed in the Report be noted and endorsed.

For the Motion: The Mayor, Councillor Laxale and Councillors Brown, Clifton, Gordon, Kim, Lane, Maggio, Moujalli, Pedersen, Purcell and Zhou

Against the Motion: Councillor Yedelian OAM

**ITEM 1 (continued)**

**ATTACHMENT 1**

**6 REQUEST FOR TENDER - EXPRESSION OF INTEREST - COR-EOI-04/17- REGISTER FOR PRE-QUALIFIED SUPPLIERS FOR LANDSCAPE ARCHITECTURAL DESIGN SERVICES**

**RESOLUTION:** (Moved by Councillors Kim and Maggio)

- (a) That Council accept the Expression of Interest submissions from the shortlisted consultants for “Pre-Qualified Suppliers for Landscape Architectural Design Services” – Category A – Landscape Design Services as recommended in the Expression of Interest Evaluation Report.
- (b) That Council accept the Expression of Interest submissions from the shortlisted consultants for “Pre-Qualified Suppliers for Landscape Architectural Design Services” – Category B – Urban Design Services as recommended in the Expression of Interest Evaluation Report.
- (c) That Council advise all the respondents of Council’s decision.

**Record for the Voting:**

For the Motion: The Mayor, Councillor Laxale and Councillors Brown, Clifton, Gordon, Kim, Lane, Maggio, Moujalli, Pedersen, Purcell and Zhou

Against the Motion: Councillor Yedelian OAM

**7 REQUEST FOR TENDER - COR-RFT-18/17- DESIGN AND CONSTRUCTION - RYDE OUTDOOR YOUTH AND FAMILY RECREATION SPACE**

**RESOLUTION:** (Moved by Councillors Kim and Maggio)

- (a) That in accordance with S178(b) of the Local Government (General) Regulation 2005, Council decline to accept the tender submitted by Convic Pty Ltd for the Design and Construction of the Ryde Outdoor Youth and Family Recreation Space, due to the minimal number of responses received and the resultant difficulties in the ability to adequately test the market.
- (b) That in accordance with S178(3)(e), Council enter into negotiations with any person (whether or not the person was a tenderer) with a view to entering into a contract in relation to the Design and Construction of the Ryde Outdoor Youth and Family Recreation Space, on terms contained within the tender.
- (c) That in accordance with part (b) above, the General Manager be delegated the authority to enter into negotiations for the Design and Construction of the Ryde Outdoor Youth and Family Recreation Space, on terms contained within the tender and allocated budget.

**ITEM 1 (continued)**

**ATTACHMENT 1**

- (d) That Council delegate to the General Manager the authority to;
- enter into a contract with the successful contractor(s) on the terms contained within the tender.
  - approve minor amendments to the contract documents that are not of a material nature.

For the Motion: The Mayor, Councillor Laxale and Councillors Brown, Clifton, Gordon, Kim, Lane, Maggio, Moujalli, Pedersen, Purcell and Zhou

Against the Motion: Councillor Yedelian OAM

**8 ADVICE ON COURT ACTIONS**

**RESOLUTION:** (Moved by Councillors Kim and Maggio)

That this Item be deferred to Closed Confidential Session for consideration.

For the Motion: The Mayor, Councillor Laxale and Councillors Brown, Clifton, Gordon, Kim, Lane, Maggio, Moujalli, Pedersen, Purcell and Zhou

Against the Motion: Councillor Yedelian OAM

**8 REVIEW OF COUNCIL'S CODE OF MEETING PRACTICE - INCLUDING REVIEW OF COUNCIL'S COMMITTEE STRUCTURE AND OTHER RELATED MATTERS**

**RESOLUTION:** (Moved by Councillors Maggio and Yedelian OAM)

- (a) That Council endorse the proposed changes to Council's Code of Meeting Practice, including the changes to Council's Committee Meeting Structure and other matters as detailed in this report and in **ATTACHMENT 1 – CIRCULATED UNDER SEPARATE COVER**, to be placed on public exhibition for community feedback for at least 28 days from 28 February 2018 to 27 March 2018.
- (b) That a further report be presented back to Council's Meeting on 27 March 2018 to consider any community feedback and to consider the introduction of the proposed Committee Meeting Structure changes from 2 April 2018.
- (c) That Council extend the General Manager's delegations to include the acceptance of tenders up to a value of \$150,000 (excluding GST) consistent and in accordance with the recent changes to the Local Government Act.

**ITEM 1 (continued)**

**ATTACHMENT 1**

**Record for the Voting:**

For the Motion: Unanimous

**13 AUDIT, RISK AND IMPROVEMENT COMMITTEE**

**RESOLUTION:** (Moved by the Mayor, Councillor Laxale and Councillor Maggio)

- (a) That Council endorse the expansion of the number of independent members of Audit and Risk Committee from two to three.
- (b) That subject to part (a) Council endorse the appointment of its independent members as detailed in the report, in accordance with the Terms of Reference of the Committee.
- (c) That Council endorse the change in name from the Audit and Risk Committee to the Audit, Risk and Improvement Committee and that the Terms of Reference be updated in accordance with this change.

**Record for the Voting:**

For the Motion: Unanimous

**14 POSITION OF CHIEF FINANCIAL OFFICER - SENIOR STAFF POSITION**

**RESOLUTION:** (Moved by Councillors Maggio and Kim)

That Council endorse the addition of the position of Chief Financial Officer as a designated Senior Staff position.

**Record for the Voting:**

For the Motion: Unanimous

**ITEM 1 (continued)**

**ATTACHMENT 1**

**1 CONFIRMATION OF MINUTES - Council Meeting held on 12 December 2017**

Note: Councillor Brown left the meeting at 10.31pm and was not present for consideration or voting on this Item.

**RESOLUTION:** (Moved by Councillors Maggio and Kim)

That the Minutes of the Council Meeting 11/17, held on 12 December 2017 be confirmed.

**Record for the Voting:**

For the Motion: Unanimous

**2 CONFIRMATION OF MINUTES - Extraordinary Council Meeting held on 30 January 2018**

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

**RESOLUTION:** (Moved by Councillors Maggio and Kim)

That the Minutes of the Extraordinary Council Meeting 1/18, held on 30 January 2018 be confirmed.

**Record for the Voting:**

For the Motion: Unanimous

**4 REPORT OF THE RYDE CENTRAL COMMITTEE MEETING 1/18 held on 13 February 2018**

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

**RESOLUTION:** (Moved by Councillors Maggio and Kim)

That Council determine Items 1 and 2 of the Ryde Civic Hub Committee Meeting 1/18, held on 13 February 2018 in accordance with the Ryde Civic Hub Committee Terms of Reference.

**Record for the Voting:**

For the Motion: Unanimous

**ITEM 1 (continued)**

**ATTACHMENT 1**

**1 CONFIRMATION OF MINUTES - Ryde Central Committee Meeting held on 14 November 2017**

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

**RESOLUTION:** (Moved by Councillors Maggio and Kim)

That the Minutes of the Ryde Central Committee 8/17, held on 14 November 2017, be confirmed.

**Record for the Voting:**

For the Motion: Unanimous

**2 REPORT TO THE RYDE CENTRAL COMMITTEE**

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

**RESOLUTION:** (Moved by Councillors Maggio and Kim)

That the Committee receive and note this Status Report.

**Record for the Voting:**

For the Motion: Unanimous

**9 DISCLOSURE OF PECUNIARY INTERESTS RETURNS FROM RECENTLY ELECTED COUNCILLORS**

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

**RESOLUTION:** (Moved by Councillors Maggio and Kim)

That Disclosure of Pecuniary Interest Returns for newly elected Councillors are tabled, as required under *Section 450A* of the *Local Government Act 1993*.

**Record for the Voting:**

For the Motion: Unanimous

**ITEM 1 (continued)**

**ATTACHMENT 1**

**11 PROPOSED COUNCILLOR INDUCTION AND PROFESSIONAL DEVELOPMENT GUIDELINES - COUNCIL SUBMISSION**

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

**RESOLUTION:** (Moved by Councillors Maggio and Kim)

That Council endorse a submission being made to the Office of Local Government on the proposed Councillor Induction and Professional Development Guidelines, that includes the matters as detailed within this report.

**Record for the Voting:**

For the Motion: Unanimous

**PRECIS OF CORRESPONDENCE FOR CONSIDERATION**

**1 GENERAL ASSEMBLY OF LOCAL GOVERNMENT**

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

**RESOLUTION:** (Moved by Councillors Maggio and Kim)

That the correspondence be received and noted.

**Record for the Voting:**

For the Motion: Unanimous

**3 FIT FOR THE FUTURE**

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

**RESOLUTION:** (Moved by Councillors Maggio and Kim)

(a) That the correspondence be received and noted.

(b) That Council maintain the Fit for the Future financial benchmarks, as part of Council's financial indicators to be reported on annually, in conjunction with the annual Financial Statements.

**Record for the Voting:**

For the Motion: Unanimous



**ITEM 1 (continued)**

**ATTACHMENT 1**

**CLOSED SESSION**

**ITEM 6(8) - ADVICE ON COURT ACTIONS**

**Confidential**

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

**ITEM 15 - LETTER OF OFFER FROM MACQUARIE UNIVERSITY TO ENTER INTO A VOLUNTARY PLANNING AGREEMENT TO FUND A SHARED PATHWAY ADJACENT EPPING ROAD, MACQUARIE PARK**

**Confidential**

This item is classified CONFIDENTIAL under Section 10A(2) of the Local Government Act, 1993, which permits the meeting to be closed to the public for business relating to the following: (d) (i) commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

**ITEM 16 - YUHU PROPERTY (AUSTRALIA) PTY LTD LETTER OF OFFER TO ENTER INTO A VOLUNTARY PLANNING AGREEMENT IN ASSOCIATION WITH DEVELOPMENT APPLICATION LDA2016/378 FOR MIXED USE RESIDENTIALCOMMERCIAL REDEVELOPMENT OF EASTWOOD SHOPPING CENTRE AT 152-186 ROWE STREET, EASTWOOD**

**Confidential**

This item is classified CONFIDENTIAL under Section 10A(2) of the Local Government Act, 1993, which permits the meeting to be closed to the public for business relating to the following: (d) (i) commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

**ITEM 17 - PROPERTY MATTER**

**Confidential**

This item is classified CONFIDENTIAL under Section 10A(2) of the Local Government Act, 1993, which permits the meeting to be closed to the public for business relating to the following: (c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

**ITEM 1 (continued)**

**ATTACHMENT 1**

Note: Councillor Brown returned to the meeting at 10.32pm.

**RESOLUTION:** (Moved by Councillors Maggio and Purcell)

That the Council resolve into Closed Session to consider the above matters.

On being put to the Meeting, Councillor Lane abstained from voting and accordingly his vote was recorded Against the Motion.

**Record for the Voting:**

For the Motion: The Mayor, Councillor Laxale and Councillors Brown, Clifton, Gordon, Kim, Maggio, Moujalli, Pedersen, Purcell, Yedelian OAM and Zhou

Against the Motion: Councillor Lane

Note: The Council closed the meeting at 10.33pm. The public and media left the chamber.

**CONFIDENTIAL COUNCIL REPORTS**

**6 REPORT OF THE FINANCE AND GOVERNANCE COMMITTEE MEETING  
1/18 held on 20 February 2018**

**8 ADVICE ON COURT ACTIONS**

Note: Councillor Brown left the meeting at 10.46pm and did not return. He was not present for consideration or voting on this Item.

**RECOMMENDATION:** (Moved by Councillors Gordon and Kim)

- (a) That the report of the General Counsel be received.
- (b) That Council endorse the actions on the matters as discussed in closed session.

On being put to the Meeting, Councillor Maggio abstained from voting and accordingly his vote was recorded Against the Motion.

**Record for the Voting:**

For the Motion: The Mayor, Councillor Laxale, Councillors Clifton, Gordon, Kim, Lane, Moujalli, Pedersen, Purcell, Yedelian OAM and Zhou

Against the Motion: Councillor Maggio

**ITEM 1 (continued)**

**ATTACHMENT 1**

**15 LETTER OF OFFER FROM MACQUARIE UNIVERSITY TO ENTER INTO A VOLUNTARY PLANNING AGREEMENT TO FUND A SHARED PATHWAY ADJACENT EPPING ROAD, MACQUARIE PARK**

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

**RECOMMENDATION:** (Moved by Councillors Purcell and Yedelian OAM)

- (a) That Council accept the letter of offer as detailed in **ATTACHMENT 1** dated 2 November 2017 from Macquarie University to enter into a Voluntary Planning Agreement in relation to a modification to Major Project No. 06\_0016 for the development of Macquarie University. The Voluntary Planning Agreement will require the Applicant to provide a public benefit as summarised below:
  - i. Payment of a monetary amount of \$825,000 towards shared pathway being constructed by Council on Southern side of Epping Road in accordance with Grant Application Funding Agreement from RMS.
  - ii. Payment of monetary amount is to be made upon execution of the VPA.
- (b) That Council delegate authority to the General Manager to negotiate the specific terms of the Voluntary Planning Agreement as outlined in **ATTACHMENT 1** by Macquarie University, and to subsequently exhibit a draft of the Voluntary Planning Agreement in accordance with the relevant provisions of the Environmental Planning and Assessment Act 1979;
- (c) That Council delegate authority to the General Manager to:
  - (i) Authorise any minor changes to the draft Voluntary Planning Agreement, following its public exhibition, provided that those changes do not diminish the value or nature of the public benefits to be delivered as identified in (a) above;
  - (ii) Subsequently enter into the Voluntary Planning Agreement on behalf of Council.
- (d) That Macquarie University be informed of Council's decision.

**Record for the Voting:**

For the Motion: Unanimous

**ITEM 1 (continued)**

**ATTACHMENT 1**

**16 YUHU PROPERTY (AUSTRALIA) PTY LTD LETTER OF OFFER TO ENTER INTO A VOLUNTARY PLANNING AGREEMENT IN ASSOCIATION WITH DEVELOPMENT APPLICATION LDA2016/378 FOR MIXED USE RESIDENTIALCOMMERCIAL REDEVELOPMENT OF EASTWOOD SHOPPING CENTRE AT 152-186 ROWE STREET, EASTWOOD**

Note: Councillor Zhou disclosed a Less than Significant Non-Pecuniary Interest in this Item for the reason that he knows the owner of Yuhu Group and he was a member in a few Chinese Community organisations where the owner of the Yuhu Group chairs. He left the meeting at 10.56pm and was not present for consideration or voting on this Item.

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

**RECOMMENDATION:** (Moved by Councillors Maggio and Pedersen)

- (a) That Council accept the letter of offer as detailed in Attachments 2, 3 and 4 dated 13 January 2018 from YUHU Property (Australia) Pty Ltd to enter into a Voluntary Planning Agreement in relation to development application LDA2016/378 at 152-186 Rowe Street, Eastwood. The Voluntary Planning Agreement will require the Applicant to provide, at a minimum, the public benefits summarised below:
  - i. Rowe Street Mall Upgrade Works to value of no less than \$5,060,587 and to an agreed scope of works generally in accordance with the concept plans provided in Attachment 3 to this report.
  - ii. 5 x 1 bedroom Affordable Housing Apartments to a value of no less than \$3,900,000 with the location of the apartments to be agreed between the parties.
  - iii. Civic and Urban Improvement as Works-in-Kind in surrounding streets (other than Eastwood Mall) to a value of no less than \$4,225,091 as per works detailed in Attachment 4 of this report.
- (b) That Council delegate authority to the General Manager to negotiate the specific terms of the Voluntary Planning Agreement as outlined in Attachments 2, 3 and 4 by YUHU Property (Australia) Pty Ltd, including but not limited to:
  - i. Scope of works for Rowe Street Mall Upgrade, including design, materials, furniture, landscape elements and plant species.
  - ii. Sufficient security over Public Benefits offered in case of other party default; and to subsequently exhibit a draft of the Voluntary Planning Agreement in accordance with the relevant provisions of the Environmental Planning and Assessment Act 1979 in:

**ITEM 1 (continued)**

**ATTACHMENT 1**

- Have your say – website with ability to provide feedback
- Hand out/mail out flyers/letters to business and residents in Eastwood
- Promotion on Social media
- Information Drop-In Sessions in Eastwood.

(c) That the Voluntary Planning Agreement be publicly exhibited for a minimum period of 28 days and the results of the public exhibition period be reported back to Council before any Voluntary Planning Agreement is entered into.

(d) That YUHU Property (Australia) Pty Ltd via Urbis be informed of Council's decision.

On being put to the Meeting, Councillor Lane abstained from voting and accordingly his vote was recorded Against the Motion.

**Record for the Voting:**

For the Motion: The Mayor, Councillor Laxale and Councillors Clifton, Gordon, Kim, Maggio, Pedersen and Purcell

Against the Motion: Councillor Lane, Moujalli and Yedelian OAM

Note: Councillor Zhou returned to the meeting at 11.29pm.

**17 PROPERTY MATTER**

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

**RECOMMENDATION:** (Moved by Councillors Maggio and Purcell)

- (a) That the General Manager confirms Council's intent to negotiate commercial terms on the proposal as outlined in the body of this report.
- (b) That the General Manager be delegated the authority to negotiate, execute and implement the terms of appropriate agreements as outlined in the body of this report.
- (c) That, subject to the outcomes of (b), funding requirements as detailed in the body of this report to be included in the appropriate future Delivery Plan.
- (d) That the General Manager be delegated the authority to facilitate the preparation and lodgment of any required Development Application for associated works.

**ITEM 1 (continued)**

**ATTACHMENT 1**

- (e) That a report be prepared for Council should there be significant community concerns raised based on merit during the community consultation process.

**Record for the Voting:**

For the Motion: Unanimous

**OPEN SESSION**

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

**RESOLUTION:** (Moved by Councillors Maggio and Purcell)

That Council resolve itself into open Council.

**Record for the Voting:**

For the Motion: Unanimous

Note: Open Council resumed at 11.30pm.

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

**RESOLUTION:** (Moved by Councillors Maggio and Kim)

That the recommendations of Items considered in Closed Session be received and adopted as resolutions of Council without any alteration or amendment thereto.

**Record for the Voting:**

For the Motion: Unanimous

**ADJOURNMENT**

In accordance with Clause 4.2.5 of the Code of Meeting Practice, The Mayor, Councillor Laxale adjourned the Council Meeting, the time being 11.31pm. The Council Meeting was adjourned to:

Tuesday, 6 March 2018 at 8.00pm in the Council Chambers, Level 1A, 1 Pope Street, Ryde.

**ITEM 1 (continued)**

**ATTACHMENT 1**

The following Councillors were present:

The Mayor, Councillor Laxale and Councillors Clifton, Gordon, Kim, Lane, Maggio, Moujalli, Pedersen, Purcell, Yedelian OAM and Zhou.

Councillor Brown was not present.

**MEETING RECONVENED**

The Meeting reconvened at 8.00pm on Tuesday, 6 March 2018 in the Council Chambers, Level 1A Pope Street, Ryde.

The following Councillors were present:

The Mayor, Councillor Laxale and Councillors Brown, Clifton, Gordon, Kim, Lane, Maggio, Moujalli, Pedersen, Purcell, Yedelian OAM and Zhou.

Note: Councillor Yedelian OAM arrived at the meeting at 10.28pm during discussion on Notice of Motion 17. He was not present for consideration or voting on Items 3, 3(3), 5, 5(6), 10, 12, Precis of Correspondence 2, Precis of Correspondence 4 and Notice of Motion 2, Notice of Motion 4, Notice of Motion 5, Notice of Motion 11, Notice of Motion 14 and Notice of Motion 15.

Note: Councillor Kim left the meeting at 10.56pm and was not present for consideration or voting on the Matter of Urgency, Notice of Rescission 1 and the Verbal Mayoral Minute 1/18.

**Staff Present:** General Manager, Acting Director – Customer and Community Services, Director – Corporate and Organisational Support Services, Acting Director – City Planning and Development, Acting Director – City Works and Infrastructure, General Counsel, Manager – Community Services, Manager – Parks, Senior Coordinator – Communications, Communications Coordinator, Senior Coordinator – Governance and Administration Officer – Councillor Support.

**PUBLIC PARTICIPATION ON ITEMS NOT LISTED ON THE AGENDA**

Note: Councillor Yedelian OAM was not present for consideration or voting on this Item.

**RESOLUTION:** (Moved by Councillors Maggio and Lane)

That the speaker who submitted a Request to Address Council on Items not listed on the Agenda be allowed to address the meeting, the time being 8.01pm.

**Record for the Voting:**

For the Motion: Unanimous

**ITEM 1 (continued)**

**ATTACHMENT 1**

**PUBLIC PARTICIPATION ON ITEMS NOT LISTED ON THE AGENDA**

The following person addressed the Council:-

<b>Name</b>	<b>Topic</b>
David Germanos	Concerns about Council actions regarding parking and parking rangers

**MATTER OF URGENCY**

Councillor Maggio advised the meeting that he wished to raise a Matter of Urgency regarding Mr Germanos's address to Council, concerning parking in Suttor Avenue and other related matters.

The Mayor, Councillor Laxale accepted this matter as an Urgent Item.

Note: Councillor Yedelian OAM was not present for consideration or voting on this Item.

**RESOLUTION:** (Moved by Councillors Maggio and Lane)

That Council consider a Matter of Urgency raised by Councillor Maggio regarding parking in Suttor Avenue and other related matters, the time being 8.08pm.

**Record for the Voting:**

For the Motion: Unanimous

**MATTER OF URGENCY – PARKING IN SUTTOR AVENUE AND OTHER RELATED MATTERS**

Note: Councillor Yedelian OAM was not present for consideration or voting on this Item.

**RESOLUTION:** (Moved by Councillors Maggio and Lane)

That Council staff meet with Mr Germanos this week to discuss parking in Suttor Avenue and other related matters.

**Record for the Voting:**

For the Motion: Unanimous



**ITEM 1 (continued)**

**ATTACHMENT 1**

**COUNCIL REPORTS**

**3 REPORT OF THE PLANNING AND ENVIRONMENT COMMITTEE MEETING  
1/18 held on 13 February 2018**

Note: Councillor Yedelian OAM was not present for consideration or voting on this Item.

Note: Councillor Brown left the meeting at 8.10pm and was not present for consideration or voting on this Item.

**RESOLUTION:** (Moved by Councillors Purcell and Kim)

That Council determine Item 3 of the Planning and Environment Committee report 1/18, held on 13 February 2018 noting that Items 1, 2, 5 and 6 were dealt with by the Committee within its delegated powers and Item 4 was determined earlier in the Meeting.

**Record for the Voting:**

For the Motion: Unanimous

**3 93-97 BALACLAVA ROAD, EASTWOOD. LOT 5, 6 and 7 DP 35226.  
Local Development Application for boundary adjustment of three  
existing lots and construction of two dual occupancy  
developments, a single dwelling house and front fencing.  
LDA2017/0070.**

Note: Councillor Yedelian OAM was not present for consideration or voting on this Item.

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

**RESOLUTION:** (Moved by Councillors Purcell and Clifton)

- (a) That Local Development Application No. 2017/70 at No. 93-97 Balaclava Road, Eastwood being LOT 5, 6 and 7 DP 35226 be approved subject to the **ATTACHED** conditions of consent (**ATTACHMENT 2**), subject to the amendment of condition 1 to read as follows:

The above architectural and landscaping plans are to be amended to incorporate the following:

- (a) The flat roof on dwelling one (1) on proposed LOT 5 is to be amended to a pitched roof. This amendment is not to result in any increase to the wall height of the void area.

**ITEM 1 (continued)**

**ATTACHMENT 1**

- (b) That the landscape plan is to be amended to incorporate a new Jacaranda at the rear of LOT 7. This tree is to be a mature specimen at the time of planting.

The Construction Certificate plans are to be amended to reflect the above changes.

- (b) That the persons who made submissions be advised of Council's decision.

**Record for the Voting:**

For the Motion: Unanimous

Note: Councillor Brown returned to the meeting at 8.13pm.

**5 REPORT OF THE WORKS AND COMMUNITY COMMITTEE MEETING 1/18 held on 20 February 2018**

Note: Councillor Yedelian OAM was not present for consideration or voting on this Item.

**RESOLUTION:** (Moved by Councillors Pedersen and Maggio)

That Council determine Item 6 of the Works and Community Committee report 1/18, held on 20 February 2018 noting that Items 1, 2, 3, 4, 5 and 7 were dealt with by the Committee within its delegated powers.

**Record for the Voting:**

For the Motion: Unanimous

**6 REVIEW OF COMMUNITY GRANTS POLICY AND GUIDELINES**

Note: Councillor Yedelian OAM was not present for consideration or voting on this Item.

**RESOLUTION:** (Moved by Councillors Pedersen and Maggio)

- (a) That Council endorse the Community Grants 2018 Policy, Application Guidelines and the amendments as detailed in this report.
- (b) To minimise the impact on existing applications, that Council endorse that for the financial year 2017/18, the Community Grants 2018 Policy and Application Guidelines run concurrently with the Community Grants 2014 Policy and Guidelines.

**ITEM 1 (continued)**

**ATTACHMENT 1**

- (c) That effective from financial year 2018/19, the existing Community Grants 2014 Policy and Guidelines are superseded by the 2018 Community Grants Policy and Guidelines.

**Record for the Voting:**

For the Motion: Unanimous

**10 PROPOSED MODEL CODE OF MEETING PRACTICE - COUNCIL SUBMISSION**

Note: Councillor Yedelian OAM was not present for consideration or voting on this Item.

**RESOLUTION:** (Moved by Councillors Maggio and Purcell)

That Council endorse a submission being made to the Office of Local Government on the proposed Draft Model Code of Meeting Practice, that includes the matters as detailed within this report, subject to the exclusion of Item 2 as detailed in the report.

**Record for the Voting:**

For the Motion: Unanimous

**12 CITIES 4.0 SUMMIT CONFERENCE - 20 TO 22 MARCH 2018 - MELBOURNE**

Note: Councillor Yedelian OAM was not present for consideration or voting on this Item.

**RESOLUTION:** (Moved by Councillors Purcell and Maggio)

- (a) That Council endorse The Mayor, Councillor Laxale's request to attend this Summit, including attendance fees, accommodation, travel and other associated expenses.
- (b) That Council endorse an additional allocation of \$12,500 for the Mayor and Councillor Conference budget to be included in the March Quarterly Budget Review which will be offset by savings from the Councillor Induction Program Budget.

**Record for the Voting:**

For the Motion: The Mayor, Councillor Laxale and Councillors Brown, Clifton, Gordon, Kim, Maggio, Moujalli, Pedersen and Purcell

Against the Motion: Councillors Lane and Zhou

**ITEM 1 (continued)**

**ATTACHMENT 1**

**PRECIS OF CORRESPONDENCE FOR CONSIDERATION**

**2 IMPLEMENTATION OF IMPROVEMENTS TO THE MACQUARIE PARK TO HURSTVILLE VIA BURWOOD BUS CORRIDOR ROUTE M41 - BUS STOP CHANGES**

Note: Councillor Yedelian OAM was not present for consideration or voting on this Item.

**RESOLUTION:** (Moved by Councillors Purcell and Clifton)

- (a) That the correspondence from Angus Sturrock, Director Busway Programs – Easting Sydney Congestions Program Office, Roads and Maritime Services be received and noted.
- (b) That the City of Ryde does not support the removal of the following bus stops on the M41 route:
  - Stops 3 and 4 on Culloden and Taranto Roads, Marsfield
  - Stop 26 on Lane Cove Road and Trevitt Road, North Ryde
  - Stop 47 Church and Junction Streets, Ryde
- (c) That the City of Ryde does not support the privatisation of bus services in Ryde.

**Record for the Voting:**

For the Motion: The Mayor, Councillor Laxale and Councillors Clifton, Gordon, Kim, Maggio, Pedersen, Purcell and Zhou

Against the Motion: Councillors Brown, Lane and Moujalli

**4 EASTWOOD CARPARK - LETTER FROM TfNSW**

Note: Councillor Yedelian OAM was not present for consideration or voting on this Item.

**RESOLUTION:** (Moved by Councillors Maggio and Brown)

- (a) That the correspondence be received and noted.
- (b) That the General Manager contact the RMS seeking confirmation of traffic signals approval on either side of the Eastwood Mall and funding for these signals to be confirmed by the RMS.

On being put to the Meeting, Councillor Gordon abstained from voting and accordingly his vote was recorded Against the Motion.

**ITEM 1 (continued)**

**ATTACHMENT 1**

**Record for the Voting:**

For the Motion: The Mayor, Councillor Laxale and Councillors Brown, Clifton, Kim, Lane, Maggio, Moujalli, Pedersen, Purcell and Zhou

Against the Motion: Councillor Gordon

**NOTICES OF MOTION**

**2 EXTRAORDINARY COUNCIL MEETINGS TO CONSIDER MAJOR PLANNING / LEGAL ISSUES - Councillor Sarkis Yedelian OAM**

Note: Councillor Yedelian OAM was not present for consideration or voting on this Item.

**RESOLUTION:** (Moved by Councillors Brown and Lane)

That consideration of this Item be deferred to the end of the Meeting.

**Record for the Voting:**

For the Motion: Unanimous

**4 LANCASTER AVENUE, MELROSE PARK - Councillor Peter Kim**

Note: Councillor Yedelian OAM was not present for consideration or voting on this Item.

**RESOLUTION:** (Moved by Councillors Kim and Clifton)

- (a) That, noting local residents' concerns, Council undertake an investigation of the vehicle volume and speed along Lancaster Avenue, Melrose Park.
- (b) That an onsite meeting be facilitated with local residents and interested Councillors around Lancaster Avenue to obtain direct input on these concerns.
- (c) That on completion of the investigation, appropriate recommendations be made to the Ryde Traffic Committee for consideration and subsequent report to Council.

**Record for the Voting:**

For the Motion: Unanimous

**ITEM 1 (continued)**

**ATTACHMENT 1**

**5 EASTWOOD TOWN CENTRE FINE GRAIN FLOOD STUDY AND FLOODPLAIN MANAGEMENT PLAN - Councillor Peter Kim**

Note: Councillor Yedelian OAM was not present for consideration or voting on this Item.

**RESOLUTION:** (Moved by Councillors Kim and Purcell)

- (a) That, giving consideration to the history of flooding in the Eastwood Town Centre, Council undertake a comprehensive fine-grain flood investigation study to identify options to reduce the risk of flooding in the Eastwood Town Centre.
- (b) That funding in the order of \$150,000 be included in the 2018-2022 Delivery Plan to undertake the study, funded from Section 94 funds or any other appropriate funding sources as indicated by the General Manager.
- (c) That on completion of the study, a report be presented to Council with the results and recommendations on suitable options for inclusion in future Delivery Plans.

**Record for the Voting:**

For the Motion: Unanimous

**11 AUSTRALIA DAY - 26 JANUARY - Councillor Trenton Brown**

Note: Councillor Yedelian OAM was not present for consideration or voting on this Item.

**MOTION:** (Moved by Councillors Brown and Moujalli)

That the City of Ryde re-affirm its support for:-

- (a) Australia Day being held on 26 January.
- (b) Citizenship Ceremonies to continue being held on Australia Day.
- (c) The Ryde Citizen and Young Citizen of the Year being announced on the eve of Australia Day in a separate celebratory event.

**RESOLUTION:** (Moved by Councillors Purcell and Maggio)

That this Item be dealt with in Seriatim.

**Record of Voting:**

For the Motion: Unanimous

**ITEM 1 (continued)**

**ATTACHMENT 1**

Note: This Item was then dealt with in Seriatim.

**RESOLUTION:** (Moved by Councillors Brown and Moujalli)

(a) Australia Day being held on 26 January.

**Record for the Voting:**

For the Motion: Unanimous

**RESOLUTION:** (Moved by Councillors Brown and Moujalli)

(b) Citizenship Ceremonies to continue being held on Australia Day.

**Record for the Voting:**

For the Motion: Unanimous

**MOTION:** (Moved by Councillors Brown and Moujalli)

(c) The Ryde Citizen and Young Citizen of the Year being announced on the eve of Australia Day in a separate celebratory event.

On being put to the Meeting, the voting on the Motion was one (1) for and ten against (10). Councillor Lane abstained from voting and accordingly his vote was recorded Against the Motion. The Motion was **LOST**.

**Record for the Voting:**

For the Motion: Councillor Brown

Against the Motion: The Mayor, Councillor Laxale and Councillors Clifton, Gordon, Kim, Lane, Maggio, Moujalli, Pedersen, Purcell and Zhou

**RESOLUTION:** (Moved by Councillors Brown and Moujalli)

(a) Australia Day being held on 26 January.

(b) Citizenship Ceremonies to continue being held on Australia Day.

**ITEM 1 (continued)**

**ATTACHMENT 1**

**14 AUSTRALIAN NATIONAL FLAG - Councillor Jordan Lane**

Note: Councillor Yedelian OAM was not present for consideration or voting on this Item.

**RESOLUTION:** (Moved by Councillors Lane and Moujalli)

- (a) That Council affirms its commitment to always flying the Australian National flag with pride.
- (b) That Council acknowledges that a damaged or weathered flag should be replaced as soon as practicable.
- (c) That Council adopts an ongoing policy of ensuring that spare Australian National flags of all sizes are stored at Council offices for the immediate replacement of existing flags that are reported damaged or weathered.
- (d) That former Councillor Ryan be congratulated by the Mayor and Councillors at a suitable day by unveiling a plaque in Eastwood Plaza.
- (e) That the General Manager request that the Federal Member for Bennelong supply a number of flags in different sizes at no cost to the Council and that the General Manager find storage for them at Council offices.

**Record for the Voting:**

For the Motion: Unanimous

**15 PEDESTRIAN SAFETY ON PITTWATER ROAD, EAST RYDE - Councillor Penny Pedersen**

Note: Councillor Yedelian OAM was not present for consideration or voting on this Item.

**RESOLUTION:** (Moved by Councillors Pedersen and Maggio)

That Council moves that the General Manager prepare a report for the Works Committee outlining options to complete a footway along the City of Ryde side of Pittwater Road between Rene Street and the Field of Mars car park in East Ryde, to be funded and constructed in 2018/2019 and to therefore be included in the 2018-2020 Delivery Plan.

**Record for the Voting:**

For the Motion: Unanimous



**ITEM 1 (continued)**

**ATTACHMENT 1**

**17 BUS SERVICES THROUGH THE EAST WARD OF RYDE - Councillor Penny Pedersen**

Note: Councillor Pedersen tabled a petition in relation to this Item earlier in the Meeting.

Note: Councillor Yedelian OAM arrived at the meeting at 10.28pm during discussion on this Item.

**MOTION:** (Moved by Councillors Pedersen and Purcell)

That Council moves that the Mayor write to the Transport Minister, The Hon. Andrew Constance and the State Member for Lane Cove, The Hon. Anthony Roberts, requesting the State Government consider a public bus route linking East Ryde, Boronia Park to Top Ryde and extend the route to connect with North Ryde station.

**AMENDMENT:** (Moved by Councillors Lane and Brown)

That Council moves that the Mayor write to the Transport Minister, The Hon. Andrew Constance and the State Member for Lane Cove, The Hon. Anthony Roberts, requesting the State Government explore a public bus route linking East Ryde, Boronia Park to Top Ryde based on Opal Card and demographic data that supports the extension of the route to connect with North Ryde station.

On being put to the Meeting, the voting on the Amendment was four (4) for and eight against (8). The Amendment was **LOST**. The Motion was then put and **CARRIED**.

**Record for the Voting:**

For the Amendment: Councillors Brown, Lane, Moujalli and Yedelian OAM

Against the Amendment: The Mayor, Councillor Laxale and Councillors Clifton, Gordon, Kim, Maggio, Pedersen, Purcell and Zhou

**RESOLUTION:** (Moved by Councillors Pedersen and Purcell)

That Council moves that the Mayor write to the Transport Minister, The Hon. Andrew Constance and the State Member for Lane Cove, The Hon. Anthony Roberts, requesting the State Government consider a public bus route linking East Ryde, Boronia Park to Top Ryde and extend the route to connect with North Ryde station.

**Record for the Voting:**

For the Motion: Unanimous

**ITEM 1 (continued)**

**ATTACHMENT 1**

**19 OPENING OF COUNCIL BUILT FACILITIES - Councillor Trenton Brown**

**RESOLUTION:** (Moved by Councillors Brown and Lane)

That the City of Ryde Council invite, and where possible select dates in co-ordination with the State and Federal Member of Parliament as applicable, to jointly open all Council built facilities that have been funded or co-funded by grants from the NSW and/or Federal Government, including the Elouera Reserve, Wilga Park and associated works in the Shrimptons Creek corridor.

**Record for the Voting:**

For the Motion: The Mayor, Councillor Laxale and Councillors Brown, Clifton, Gordon, Kim, Lane, Moujalli, Pedersen, Purcell, Yedelian OAM and Zhou

Against the Motion: Councillor Maggio

**20 EPPING TO PARRAMATTA METRO LINE - Councillor Trenton Brown**

**RESOLUTION:** (Moved by Councillors Brown and Moujalli)

That the City of Ryde support a commitment to improve public transport between Ryde, the Sydney CBD and Parramatta with the view of exploring Metro rail, bus and other forms of transport.

**Record for the Voting:**

For the Motion: Unanimous

**2 EXTRAORDINARY COUNCIL MEETINGS TO CONSIDER MAJOR PLANNING / LEGAL ISSUES - Councillor Sarkis Yedelian OAM**

**MOTION:** (Moved by Councillors Yedelian OAM and Lane)

That Council require the General Manager to call an Extraordinary Meeting of Council as required, on the first Tuesday of the month, to consider major items that include Voluntary Planning Agreements, Planning Proposals, legal matters or any other major matter as determined by the General Manager.

On being put to the Meeting, the voting on the Motion was six (6) all. The Mayor used his casting vote Against the Motion. The Motion was **LOST**.

**ITEM 1 (continued)**

**ATTACHMENT 1**

**Record for the Voting:**

For the Motion: Councillors Brown, Clifton, Kim, Lane, Moujalli and Yedelian OAM

Against the Motion: The Mayor, Councillor Laxale and Councillors Gordon, Maggio, Pedersen, Purcell and Zhou

**MATTER OF URGENCY**

Councillor Purcell advised the meeting that he wished to raise a Matter of Urgency regarding rescinding a previous resolution of the Works and Community Committee Meeting 1/18 held on 20 February 2018, being Item 4 – West Denistone Park – Future of Playgrounds.

The Mayor, Councillor Laxale accepted this matter as an Urgent Item.

Note: Councillor Kim left the meeting at 10.56pm and did not return. He was not present for consideration or voting on this Item.

**RESOLUTION:** (Moved by Councillors Purcell and Brown)

That Council consider a Matter of Urgency raised by Councillor Purcell regarding rescinding a previous resolution of the Works and Community Committee Meeting 1/18 held on 20 February 2018, being Item 4 – West Denistone Park – Future of Playgrounds, the time being 10.56pm.

**Record of Voting:**

For the Motion: The Mayor, Councillor Laxale and Councillors Brown, Clifton, Gordon, Lane, Maggio, Pedersen, Purcell, Yedelian OAM and Zhou

Against the Motion: Councillor Moujalli

Note: A Notice of Rescission signed by Councillors Purcell, Kim and Brown was then lodged and considered in relation to this Item.

**ITEM 1 (continued)**

**ATTACHMENT 1**

**NOTICE OF RESCISSION**

**1 WEST DENISTONE PARK – Future of Playgrounds - Councillor Purcell, Councillor Kim and Councillor Brown**

Note: Councillor Kim was not present for consideration or voting on this Item.

**RESOLUTION:** (Moved by Councillors Purcell and Brown)

That Council rescind the previous resolution in relation to Item 4 – WEST DENISTONE PARK – Future of Playgrounds, passed at the Works and Community Committee Meeting held on 20 February 2018, namely:-

**4 WEST DENISTONE PARK – Future of Playgrounds**

- (a) *That Council endorse Option A as outlined in this report.*
- (b) *That Council write to participants in the consultation thanking them for their submissions and notifying them of this resolution.*

**Record of Voting:**

For the Motion: Unanimous

On being put to the Meeting, the Rescission Motion was **CARRIED**. The matter was then **AT LARGE**.

**RESOLUTION:** (Moved by Councillors Purcell and Brown)

- (a) That Council endorse Option B as outlined in this report, to upgrade the northern playground and leave the southern playground until the end of its serviceable life.
- (b) That Council write to participants in the consultation thanking them for their submissions and notifying them of this resolution.

**Record of Voting:**

For the Motion: Unanimous

**ITEM 1 (continued)**

**ATTACHMENT 1**

**VERBAL MAYORAL MINUTE**

**1/18 WORKS AND COMMUNITY COMMITTEE MEMBERSHIP – The Mayor, Councillor Laxale**

Note: Councillor Kim was not present for consideration or voting on this Item.

**RESOLUTION:** (Moved by the Mayor, Councillor Laxale and Councillor Gordon)

That Council endorse Councillor Brown as a member of the Works and Community Committee.

**Record for the Voting:**

For the Motion: Unanimous

The meeting closed at 11.06pm on Tuesday, 6 March 2018.

CONFIRMED THIS 27TH DAY OF MARCH 2018

Chairperson

## **2 REPORT OF THE WORKS AND COMMUNITY COMMITTEE MEETING 2/18 held on 20 March 2018**

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**Report prepared by:** Senior Coordinator - Governance  
**File No.:** CLM/18/1/2/2 - BP18/224

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### **REPORT SUMMARY**

Attached are the Minutes of the Works and Community Committee Meeting 2/18 held on 20 March 2018. The Minutes will be listed for confirmation at the next Works and Community Committee Meeting.

Items 1, 3(a), 3(b), 3(c), 3(d), 3(e), 3(f), 3(g), 3(h), 3(i), 3(j) and 3(k) were dealt with by the Committee within its delegated powers.

The following Committee recommendations for Items 2 and 3(l) are submitted to Council for determination in accordance with the delegations set out in Council's Code of Meeting Practice relating to Charters, functions and powers of Committees:

### **2 INVESTIGATION INTO HOSTING 'LIVE SITES' FOR THE FIFA WORLD CUP**

**RECOMMENDATION:** (Moved by Councillors Gordon and Kim)

- (a) That Council supports the live outdoor screening of the FIFA World Cup 2018 Game 1 on Saturday 16 June at 8.00pm at ELS Hall Park Field 2 with a the wet weather contingency at Ryde Community Sports Centre at ELS Hall Park.
- (b) That \$7,500 is allocated in the next Quarterly Budget Review to host the event.

#### **Record of Voting**

For the Motion: Unanimous

Note: This matter will be dealt with at the Council Meeting to be held on **27 MARCH 2018** as it is outside the Committee's delegations and Councillor **MAGGIO** requested that the matter be referred to the next Council Meeting.

### **3 TRAFFIC AND PARKING MATTERS TABLED AT THE RYDE TRAFFIC COMMITTEE MEETING HELD ON 8 FEBRUARY 2018**

**RECOMMENDATION:** (Moved by Councillors Kim and Purcell)

- (l) That council Delegates Authority to the General Manager to approve the following changes to prescribed traffic control devices:
  - Install dividing linemarking (eg BB lines) and/or dividing strip (eg rumble bars marked at each side by a continuous line) at a curve, bend, crest, intersection, pedestrian crossing, pedestrian refuge or threshold.

**ITEM 2 (continued)**

- Install NO STOPPING to create two travel lanes at a curve, bend, crest, or intersection.
- Install DO NOT QUEUE ACROSS INTERSECTION signs and/or KEEP CLEAR linemarking to assist vehicles turning into a side street, where vehicles waiting to turn regularly cause queuing back through an intersection with traffic lights or roundabout.
- Install a STOP sign and associated linemarking at an intersection without traffic lights.
- Install a GIVE WAY sign and associated linemarking at an intersection without traffic signals.

**Record of Voting**

For the Motion: Unanimous

Note: This matter will be dealt with at the Council Meeting to be held on **27 MARCH 2018** as it is outside the Committee's delegations.

**ATTACHMENTS**

**1** MINUTES - Works and Community Committee Meeting - 20 March 2018

**ITEM 2 (continued)**

**ATTACHMENT 1**

**Works and Community Committee  
MINUTES OF MEETING NO. 2/18**

**Meeting Date:** Tuesday 20 March 2018

**Location:** Council Chambers, Level 1A, 1 Pope Street, Ryde

**Time:** 5.00pm

**Councillors Present:** Councillors Pedersen (Chairperson), Gordon, Kim and Purcell.

**Apologies:** Councillors Brown, Clifton, Lane and Moujalli.

**Absent:** Councillor Zhou.

**Staff Present:** General Manager, Acting Director – Customer and Community Services, Director – Corporate and Organisational Support Services, Acting Director – City Planning and Development, Acting Director – City Works and Infrastructure, Manager – Traffic, Transport and Development, Senior Coordinator – Resource Recovery, Senior Coordinator – Communications, Team Leader – Traffic Services, Traffic Engineer, Senior Coordinator – Governance and Administration Officer – Councillor Support.

**DISCLOSURES OF INTEREST**

There were no disclosures of interest.

**1 CONFIRMATION OF MINUTES - Meeting held on 20 February 2018**

**RESOLUTION:** (Moved by Councillors Purcell and Kim)

That the Minutes of the Works and Community Committee 1/18, held on 20 February 2018, be confirmed.

**Record of Voting**

For the Motion: Unanimous

Note: This is now a resolution of Council in accordance with the Committee's delegated powers.



**ITEM 2 (continued)**

**ATTACHMENT 1**

**ORDER OF BUSINESS**

**RESOLUTION:** (Moved by Councillors Kim and Purcell)

That the Committee now consider the following Item, the time being 5.03pm:-

- Item 3 – Traffic and Parking Matters Tabled at the Ryde Traffic Committee Meeting held on 8 February 2018.

**Record of Voting:**

For the Motion: Unanimous

**3 TRAFFIC AND PARKING MATTERS TABLED AT THE RYDE TRAFFIC COMMITTEE MEETING HELD ON 8 FEBRUARY 2018**

**RESOLUTION:** (Moved by Councillors Kim and Purcell)

(a) That Council:

- (i) Installs 'NO PARKING 5AM-11AM TUE' zones at the following locations:
  - Farm Street cul-de-sac, Gladesville,
  - north-western side of Forsyth Avenue, between Victoria Road and Griffiths Lane, and north-western side of Griffiths Avenue, West Ryde,
  - Hancott Street cul-de-sac, Ryde,
  - 70 metre on the south-eastern side of Hatton Street, north-east of Victoria Road, Ryde,
  - south-western and north-western sides of Kim Street, Gladesville, including around the cul-de-sac,
  - northern side of Robinson Street, Ryde, including the cul-de-sac, and
  - eastern side of Wharf Road, Gladesville, including the cul-de-sac.
- (ii) Installs no further parking controls to assist waste-collection vehicle access at the following locations:
  - Beazley Street, between Victoria Road and the horizontal curve located midway to Providence Road, Ryde,
  - Blair Street, Orr Street and Linsley Street, Gladesville, and
  - southern section of Clare Street, between Amiens Street and the dead end, Gladesville.

**Record of Voting**

For the Motion: Unanimous

Note: This is now a resolution of Council in accordance with the Committee's delegated powers.

**ITEM 2 (continued)**

**ATTACHMENT 1**

**RESOLUTION:** (Moved by Councillors Kim and Purcell)

(b) That Council:

- (i) Installs a 21 metre dividing (BB) line around the horizontal curve at the intersection of Aster Street and Daffodil Street, Eastwood,
- (ii) Installs a 28 metre 'NO STOPPING' zone on the inner radius of the horizontal curve at the intersection of Aster Street and Daffodil Street, Eastwood, and
- (iii) Installs a 34.5 metre 'NO STOPPING' zone on the outer radius of the horizontal curve at the intersection of Aster Street and Daffodil Street, Eastwood.

**Record of Voting**

For the Motion: Unanimous

Note: This is now a resolution of Council in accordance with the Committee's delegated powers.

**RESOLUTION:** (Moved by Councillors Kim and Purcell)

(c) That Council:

- (i) Installs an 18 metre dividing (BB) line in Gilda Street, between Pittwater Road and the driveway at 1 Gilda Street, North Ryde,
- (ii) Installs an 18 metre 'NO STOPPING' zone on the northern side of Gilda Street, between Pittwater Road and the driveway at 1 Gilda Street, North Ryde, and
- (iii) Installs a 34 metre 'NO STOPPING' zone on the southern side of Gilda Street, between Pittwater Road and the driveway at 2 Gilda Street, North Ryde.

**Record of Voting**

For the Motion: Unanimous

Note: This is now a resolution of Council in accordance with the Committee's delegated powers.

**RESOLUTION:** (Moved by Councillors Kim and Purcell)

(d) That Council:

- (i) Extends the existing 'NO STOPPING' zone on the inner radius of the horizontal curve in David Avenue by 5 metres to the southwest and by 8 metres to the northwest, and

**ITEM 2 (continued)**

**ATTACHMENT 1**

- (ii) Extends the existing 'NO STOPPING' zone on the outer radius of the horizontal curve in David Avenue by 5 metres to the southwest.

**Record of Voting**

For the Motion: Unanimous

Note: This is now a resolution of Council in accordance with the Committee's delegated powers.

**RESOLUTION:** (Moved by Councillors Kim and Purcell)

- (e) That Council extends the existing 10 metres of 'NO STOPPING' on the north-western side of Milroy Street, at Kent Road, North Ryde, to 15 metres.

**Record of Voting**

For the Motion: Unanimous

Note: This is now a resolution of Council in accordance with the Committee's delegated powers.

**RESOLUTION:** (Moved by Councillors Kim and Purcell)

- (f) That Council installs 'KEEP CLEAR' linemarking on Vimiera Road at its intersection with Dayman Place, Marsfield.

**Record of Voting**

For the Motion: Unanimous

Note: This is now a resolution of Council in accordance with the Committee's delegated powers.

**RESOLUTION:** (Moved by Councillors Kim and Purcell)

- (g) That Council installs a 'GIVE WAY' sign and associated linemarking in Oslo Street at the intersection with Yangalla Street, Marsfield.

**Record of Voting**

For the Motion: Unanimous

Note: This is now a resolution of Council in accordance with the Committee's delegated powers.

**ITEM 2 (continued)**

**ATTACHMENT 1**

**RESOLUTION:** (Moved by Councillors Kim and Purcell)

- (h) That Council converts the priority of the intersection of Buffalo Road and Monash Road, Gladesville, subject to median islands and duplicate 'STOP' signs being installed on both approaches in Monash Road, if they can accommodate bus movements.

**Record of Voting**

For the Motion: Unanimous

Note: This is now a resolution of Council in accordance with the Committee's delegated powers.

**RESOLUTION:** (Moved by Councillors Kim and Purcell)

- (i) That Council:
  - (i) Installs a concrete island in the parking lane, between the driveways to 11 & 13 Junction Street, Ryde, and
  - (i) Installs parking bay linemarking for all parking bay linemarking for all kerbside parking in Junction Street, Ryde.

**Record of Voting**

For the Motion: Unanimous

Note: This is now a resolution of Council in accordance with the Committee's delegated powers.

**RESOLUTION:** (Moved by Councillors Kim and Purcell)

- (j) That Council approves the attached Signage and Linemarking Plan 16153 C05 (Revision 02), prepared by ADG Pty Ltd, on behalf of Pier Property Corporation, at 9 Second Avenue, Eastwood.

**Record of Voting**

For the Motion: Unanimous

Note: This is now a resolution of Council in accordance with the Committee's delegated powers.

**RESOLUTION:** (Moved by Councillors Kim and Purcell)

- (k) That Council approves the attached Signage and Linemarking Plan 150431 (Revision C014), prepared by Jones Nicholson Consulting Engineers, on behalf of KLF Group Pty Ltd, at 11 Porter Street, Ryde, subject to:

**ITEM 2 (continued)**

**ATTACHMENT 1**

- Removal of the painted chevron adjacent to the driveway and installation of Council's standard bow-tie treatment, to be approved by Council's Manager Traffic, Transport and Development.

**Record of Voting**

For the Motion: Unanimous

Note: This is now a resolution of Council in accordance with the Committee's delegated powers.

**RECOMMENDATION:** (Moved by Councillors Kim and Purcell)

- (I) That council Delegates Authority to the General Manager to approve the following changes to prescribed traffic control devices:
- Install dividing linemarking (eg BB lines) and/or dividing strip (eg rumble bars marked at each side by a continuous line) at a curve, bend, crest, intersection, pedestrian crossing, pedestrian refuge or threshold.
  - Install NO STOPPING to create two travel lanes at a curve, bend, crest, or intersection.
  - Install DO NOT QUEUE ACROSS INTERSECTION signs and/or KEEP CLEAR linemarking to assist vehicles turning into a side street, where vehicles waiting to turn regularly cause queuing back through an intersection with traffic lights or roundabout.
  - Install a STOP sign and associated linemarking at an intersection without traffic lights.
  - Install a GIVE WAY sign and associated linemarking at an intersection without traffic signals.

**Record of Voting**

For the Motion: Unanimous

Note: This matter will be dealt with at the Council Meeting to be held on **27 MARCH 2018** as it is outside the Committee's delegations.

**2 INVESTIGATION INTO HOSTING 'LIVE SITES' FOR THE FIFA WORLD CUP**

**RECOMMENDATION:** (Moved by Councillors Gordon and Kim)

- (a) That Council supports the live outdoor screening of the FIFA World Cup 2018 Game 1 on Saturday 16 June at 8.00pm at ELS Hall Park Field 2 with a the wet weather contingency at Ryde Community Sports Centre at ELS Hall Park.
- (b) That \$7,500 is allocated in the next Quarterly Budget Review to host the event.

**ITEM 2 (continued)**

**ATTACHMENT 1**

**Record of Voting**

For the Motion: Unanimous

**Note:** This matter will be dealt with at the Council Meeting to be held on **27 MARCH 2018** as it is outside the Committee's delegations and Councillor **MAGGIO** requested that the matter be referred to the next Council Meeting.

**3 TRAFFIC AND PARKING MATTERS TABLED AT THE RYDE TRAFFIC COMMITTEE MEETING HELD ON 8 FEBRUARY 2018**

Note: This matter was dealt with earlier in the Meeting as detailed in these Minutes.

The meeting closed at 5.24pm.

CONFIRMED THIS 10TH DAY OF APRIL 2018.

Chairperson

### **3 REPORT OF THE FINANCE AND GOVERNANCE COMMITTEE MEETING 2/18 held on 20 March 2018**

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**Report prepared by:** Senior Coordinator - Governance  
**File No.:** CLM/18/1/5/2 - BP18/225

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#### **REPORT SUMMARY**

Attached are the Minutes of the Finance and Governance Committee Meeting 2/18 held on 20 March 2018. The Minutes will be listed for confirmation at the next Finance and Governance Committee Meeting.

The following Committee recommendations for Items 1, 2, 3, 4, 5, 6, 7 and 8 are submitted to Council for determination in accordance with the delegations set out in the Code of Meeting Practice relating to Charters, functions and powers of Committees:

#### **1 CONFIRMATION OF MINUTES - Finance and Governance Committee Meeting held on 20 February 2018**

Note: Councillor Clifton was not present for consideration or voting on this Item.

**RECOMMENDATION:** (Moved by Councillors Purcell and Pedersen)

That the Minutes of the Finance and Governance Committee 1/18, held on 20 February 2018, be confirmed.

#### **Record of Voting**

For the Motion: Unanimous

Note: This matter will be dealt with at the Council Meeting to be held on **27 MARCH 2018** in accordance with the Finance and Governance Committee Terms of Reference in Council's Code of Meeting Practice.

#### **2 INVESTMENT REPORT AS AT 28 FEBRUARY 2018**

Note: Councillor Clifton arrived at the meeting at 6.05pm during discussion on this Item.

**RECOMMENDATION:** (Moved by Councillors Purcell and Pedersen)

That Council endorse the Investment Report as at 28 February 2018.

#### **Record of Voting**

For the Motion: Unanimous

### **ITEM 3 (continued)**

Note: This matter will be dealt with at the Council Meeting to be held on **27 MARCH 2018** in accordance with the Finance and Governance Committee Terms of Reference in Council's Code of Meeting Practice.

### **3 REVISED INVESTMENT POLICY AND GUIDELINES**

**RECOMMENDATION:** (Moved by Councillors Purcell and Pedersen)

- (a) That Council adopt the revised Investment Policy and Guidelines as detailed in ATTACHMENT 1; and
- (b) That the revised Investment Policy and Guidelines be reviewed by April 2019 or anytime prior should the Chief Financial Officer and/or Council's external investment advisor deem a review is necessary.

#### **Record of Voting**

For the Motion: Councillors Clifton, Gordon, Kim, Pedersen and Purcell

Against the Motion: Councillor Moujalli

Note: This matter will be dealt with at the Council Meeting to be held on **27 MARCH 2018** in accordance with the Finance and Governance Committee Terms of Reference in Council's Code of Meeting Practice.

### **4 NSROC - CODE OF CONDUCT REVIEWERS PANEL**

**RECOMMENDATION:** (Moved by Councillors Purcell and Pedersen)

- (a) That Council adopt the NSROC Regional panel of Code of Conduct reviewers.
- (b) That Council utilise this panel to select Conduct reviewers to undertake reviews and investigations in accordance with the requirements of the Code of Conduct.

#### **Record of Voting**

For the Motion: Unanimous

Note: This matter will be dealt with at the Council Meeting to be held on **27 MARCH 2018** in accordance with the Finance and Governance Committee Terms of Reference in Council's Code of Meeting Practice.



**ITEM 3 (continued)**

**5 REPORTS DUE TO COUNCIL**

**RECOMMENDATION:** (Moved by Councillors Purcell and Clifton)

That the report on Outstanding Council Reports be endorsed.

**Record of Voting**

For the Motion: Unanimous

Note: This matter will be dealt with at the Council Meeting to be held on **27 MARCH 2018** in accordance with the Finance and Governance Committee Terms of Reference in Council's Code of Meeting Practice.

**6 REQUEST FOR TENDER - SYDNEY WATER, WATERMAIN RELOCATION: PITTWATER ROAD, GLADESVILLE**

**RECOMMENDATION:** (Moved by Councillors Pedersen and Gordon)

- (a) That Council accept the tender from DrainCorp for the relocation of the Sydney Water Watermain at Pittwater Road, Gladesville to the amount of \$196,627.34 (Excluding GST) as recommended in the Tender Evaluation Report.
- (b) That Council advise all the respondents of Council's decision.

**Record of Voting**

For the Motion: Unanimous

Note: This matter will be dealt with at the Council Meeting to be held on **27 MARCH 2018** in accordance with the Finance and Governance Committee Terms of Reference in Council's Code of Meeting Practice.

**7 PROPERTY MATTER**

Note: Councillor Moujalli disclosed a Significant Non-Pecuniary Interest in this Item for the reason that he is a member of Ryde Eastwood Leagues Club and his father is on the Board of Directors for Ryde Eastwood Leagues Club. He left the meeting at 6.40pm and was not present for consideration or voting on this Item.

Note: Councillor Purcell disclosed a Less than Significant Non-Pecuniary Interest in this Item 7 for the reason that he is a member of Ryde Eastwood Leagues Club.

**ITEM 3 (continued)**

**RECOMMENDATION:** (Moved by Councillors Pedersen and Clifton)

- (a) That this matter be referred to the Council Meeting on 27 March 2018 for determination.
- (b) That further information be provided to Councillors by the Acting Director – City Works and Infrastructure prior to the Council Meeting.

**Record of Voting**

For the Motion: Unanimous

Note: This matter will be dealt with at the Council Meeting to be held on **27 MARCH 2018** in accordance with the Finance and Governance Committee Terms of Reference in Council's Code of Meeting Practice.

**8 ADVICE ON COURT ACTIONS**

**RECOMMENDATION:** (Moved by Councillors Purcell and Pedersen)

That the report of the General Counsel be received.

**Record of Voting**

For the Motion: Unanimous

Note: This matter will be dealt with at the Council Meeting to be held on **27 MARCH 2018** in accordance with the Finance and Governance Committee Terms of Reference in Council's Code of Meeting Practice.

**ATTACHMENTS**

- 1 MINUTES - Finance and Governance Committee Meeting - 20 March 2018**

**ITEM 3 (continued)**

**ATTACHMENT 1**

**Finance and Governance Committee  
MINUTES OF MEETING NO. 2/18**

**Meeting Date:** Tuesday 20 March 2018

**Location:** Council Chambers, Level 1A, 1 Pope Street, Ryde

**Time:** 6.00pm

**Councillors Present:** Councillors Kim (Chairperson), Clifton, Gordon, Moujalli, Pedersen and Purcell.

**Apologies:** Councillors Brown and Lane.

**Absent:** Councillor Zhou.

Note: Councillor Clifton arrived at the meeting at 6.05pm during discussion on Item 2. She was not present for consideration or voting on Item 1.

**Staff Present:** General Manager, Acting Director – Customer and Community Services, Director – Corporate and Organisational Support Services, Acting Director – City Planning and Development, Acting Director – City Works and Infrastructure, General Counsel, Chief Financial Officer, Manager – Risk, Audit and Governance, Manager – Traffic, Transport and Development, Senior Coordinator – Governance and Administration Officer – Councillor Support.

**DISCLOSURES OF INTEREST**

Councillor Moujalli disclosed a Significant Non-Pecuniary Interest in Item 7 – Property Matter for the reason that he is a member of Ryde Eastwood Leagues Club and his father is on the Board of Directors for Ryde Eastwood Leagues Club.

Councillor Purcell disclosed a Less than Significant Non-Pecuniary Interest in Item 7 – Property Matter for the reason that he is a member of Ryde Eastwood Leagues Club.

**1 CONFIRMATION OF MINUTES - Finance and Governance Committee  
Meeting held on 20 February 2018**

Note: Councillor Clifton was not present for consideration or voting on this Item.

**RECOMMENDATION:** (Moved by Councillors Purcell and Pedersen)

That the Minutes of the Finance and Governance Committee 1/18, held on 20 February 2018, be confirmed.

### ITEM 3 (continued)

### ATTACHMENT 1

#### Record of Voting

For the Motion: Unanimous

Note: This matter will be dealt with at the Council Meeting to be held on **27 MARCH 2018** in accordance with the Finance and Governance Committee Terms of Reference in Council's Code of Meeting Practice.

### 2 INVESTMENT REPORT AS AT 28 FEBRUARY 2018

Note: Councillor Clifton arrived at the meeting at 6.05pm during discussion on this Item.

**RECOMMENDATION:** (Moved by Councillors Purcell and Pedersen)

That Council endorse the Investment Report as at 28 February 2018.

#### Record of Voting

For the Motion: Unanimous

Note: This matter will be dealt with at the Council Meeting to be held on **27 MARCH 2018** in accordance with the Finance and Governance Committee Terms of Reference in Council's Code of Meeting Practice.

### 3 REVISED INVESTMENT POLICY AND GUIDELINES

**RECOMMENDATION:** (Moved by Councillors Purcell and Pedersen)

- (a) That Council adopt the revised Investment Policy and Guidelines as detailed in ATTACHMENT 1; and
- (b) That the revised Investment Policy and Guidelines be reviewed by April 2019 or anytime prior should the Chief Financial Officer and/or Council's external investment advisor deem a review is necessary.

#### Record of Voting

For the Motion: Councillors Clifton, Gordon, Kim, Pedersen and Purcell

Against the Motion: Councillor Moujalli

Note: This matter will be dealt with at the Council Meeting to be held on **27 MARCH 2018** in accordance with the Finance and Governance Committee Terms of Reference in Council's Code of Meeting Practice.

**ITEM 3 (continued)**

**ATTACHMENT 1**

**4 NSROC - CODE OF CONDUCT REVIEWERS PANEL**

**RECOMMENDATION:** (Moved by Councillors Purcell and Pedersen)

- (a) That Council adopt the NSROC Regional panel of Code of Conduct reviewers.
- (b) That Council utilise this panel to select Conduct reviewers to undertake reviews and investigations in accordance with the requirements of the Code of Conduct.

**Record of Voting**

For the Motion: Unanimous

Note: This matter will be dealt with at the Council Meeting to be held on **27 MARCH 2018** in accordance with the Finance and Governance Committee Terms of Reference in Council's Code of Meeting Practice.

**5 REPORTS DUE TO COUNCIL**

**RECOMMENDATION:** (Moved by Councillors Purcell and Clifton)

That the report on Outstanding Council Reports be endorsed.

**Record of Voting**

For the Motion: Unanimous

Note: This matter will be dealt with at the Council Meeting to be held on **27 MARCH 2018** in accordance with the Finance and Governance Committee Terms of Reference in Council's Code of Meeting Practice.

**CLOSED SESSION**

**ITEM 6 – REQUEST FOR TENDER - SYDNEY WATER, WATERMAIN  
RELOCATION: PITTWATER ROAD, GLADESVILLE**

**Confidential**

This item is classified CONFIDENTIAL under Section 10A(2) of the Local Government Act, 1993, which permits the meeting to be closed to the public for business relating to the following: (a) personnel matters concerning particular individuals (other than councillors); AND (c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business; AND (d) (i) commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

**ITEM 3 (continued)**

**ATTACHMENT 1**

**ITEM 7 - PROPERTY MATTER**

**Confidential**

This item is classified CONFIDENTIAL under Section 10A(2) of the Local Government Act, 1993, which permits the meeting to be closed to the public for business relating to the following: (c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

**ITEM 8 - ADVICE ON COURT ACTIONS**

**Confidential**

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

**RESOLUTION:** (Moved by Councillors Gordon and Pedersen)

That the Committee resolve into Closed Session to consider the above matters.

**Record of Voting**

For the Motion: Unanimous

Note: The Committee closed the meeting at 6.29pm. The public and media left the chamber.

**6 REQUEST FOR TENDER - SYDNEY WATER, WATERMAIN RELOCATION: PITTWATER ROAD, GLADESVILLE**

**RECOMMENDATION:** (Moved by Councillors Pedersen and Gordon)

- (a) That Council accept the tender from DrainCorp for the relocation of the Sydney Water Watermain at Pittwater Road, Gladesville to the amount of \$196,627.34 (Excluding GST) as recommended in the Tender Evaluation Report.
- (b) That Council advise all the respondents of Council's decision.

**Record of Voting**

For the Motion: Unanimous

Note: This matter will be dealt with at the Council Meeting to be held on **27 MARCH 2018** in accordance with the Finance and Governance Committee Terms of Reference in Council's Code of Meeting Practice.

**ITEM 3 (continued)**

**ATTACHMENT 1**

**7 PROPERTY MATTER**

Note: Councillor Moujalli disclosed a Significant Non-Pecuniary Interest in this Item for the reason that he is a member of Ryde Eastwood Leagues Club and his father is on the Board of Directors for Ryde Eastwood Leagues Club. He left the meeting at 6.40pm and was not present for consideration or voting on this Item.

Note: Councillor Purcell disclosed a Less than Significant Non-Pecuniary Interest in this Item 7 for the reason that he is a member of Ryde Eastwood Leagues Club.

**RECOMMENDATION:** (Moved by Councillors Pedersen and Clifton)

- (a) That this matter be referred to the Council Meeting on 27 March 2018 for determination.
- (b) That further information be provided to Councillors by the Acting Director – City Works and Infrastructure prior to the Council Meeting.

**Record of Voting**

For the Motion: Unanimous

Note: This matter will be dealt with at the Council Meeting to be held on **27 MARCH 2018** in accordance with the Finance and Governance Committee Terms of Reference in Council's Code of Meeting Practice.

Note: Councillor Moujalli returned to the meeting at 6.52pm.

**8 ADVICE ON COURT ACTIONS**

**RECOMMENDATION:** (Moved by Councillors Purcell and Pedersen)

That the report of the General Counsel be received.

**Record of Voting**

For the Motion: Unanimous

Note: This matter will be dealt with at the Council Meeting to be held on **27 MARCH 2018** in accordance with the Finance and Governance Committee Terms of Reference in Council's Code of Meeting Practice.

**ITEM 3 (continued)**

**ATTACHMENT 1**

**OPEN SESSION**

**RESOLUTION:** (Moved by Councillors Gordon and Pedersen

That the Committee resolve itself into open Council.

**Record of Voting**

For the Motion: Unanimous

Note: Open Council resumed at 6.59pm.

The meeting closed at 6.59pm.

CONFIRMED THIS 10TH DAY OF APRIL 2018.

Chairperson



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#### 4 COUNCIL'S CODE OF MEETING PRACTICE INCLUDING REVIEW OF COMMITTEE STRUCTURE - OUTCOMES OF PUBLIC EXHIBITION

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**Report prepared by:** Senior Coordinator - Governance  
**File No.:** CLR/07/8/9/3 - BP18/242

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##### REPORT SUMMARY

This report discusses the outcomes of the public exhibition of the draft Code of Meeting Practice of February 2018. Changes to the Code were required to address the following key issues:-

- The removal of Council's Planning and Environment Committee due to recent legislation changes by the State Government to have an Independent Hearing and Assessment Panel, operational from 1 March 2018.
- Changes to Council's Committee Meeting Structure to move all Committees of Council to the second Tuesday of the month, with amended starting times as follows (effective from 2 April 2018):-

Second Tuesday of the Month

- |                                    |                |
|------------------------------------|----------------|
| - Works and Community Committee    | (6.00pm start) |
| - Finance and Governance Committee | (6.45pm start) |
| - Ryde Central Committee           | (7.15pm start) |
- The inclusion of a standing item on Council and Committee Agendas to allow reports to Committee and the Committee Report to Council to be adopted as a whole or by exception of certain items.
  - An amendment to the Order of Business to sing the National Anthem at the commencement of the Council Meeting, following the Prayer (previously resolved by Council at its meeting on 12 December 2017).

The draft Code was placed on public exhibition, with submissions being accepted from Wednesday, 28 February 2018 until Tuesday, 27 March 2018. At the time of writing this report, no submissions have been received, and therefore this report recommends the formal adoption of the Code of Meeting Practice. As the closing date for submissions is the date that this report is presented to Council (27 March 2018), Councillors will be advised of any submissions received and the recommendation will be confirmed or updated at this meeting.

This report also recommends that Council endorse the **ATTACHED** Updated Schedule of Meeting Dates for Council and Committee Meetings – up to the end of September 2018.

**ITEM 4 (continued)**

**RECOMMENDATION:**

- (a) That Council adopt the Code of Meeting Practice (**ATTACHED – CIRCULATED UNDER SEPARATE COVER**).
- (b) That Council endorse the **ATTACHED** Meeting Schedule of Meeting Dates for Council and Committee Meetings, effective from April 2018 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.

**ATTACHMENTS**

- 1 Draft Code of Meeting Practice - February 2018 - CIRCULATED UNDER SEPARATE COVER
- 2 Updated Schedule of Meeting Dates for Council and Committee Meetings - up to the 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 4 (continued)****Discussion**

Following a Councillor Workshop held in February 2018 and a subsequent report to Council regarding a review of Council's Committee Meeting Structure, changes were made to Council's Code of Meeting Practice to address the following key issues:-

- The removal of Council's Planning and Environment Committee due to recent legislation changes by the State Government to have an Independent Hearing and Assessment Panel, operational from 1 March 2018.
- Changes to Council's Committee Meeting Structure to move all Committees of Council to the second Tuesday of the month, with amended starting times as follows (effective from 2 April 2018):-

Second Tuesday of the Month

- Works and Community Committee (6.00pm start)
  - Finance and Governance Committee (6.45pm start)
  - Ryde Central Committee (7.15pm start)
- The inclusion of a standing item on Council and Committee Agendas to allow reports to Committee and the Committee Report to Council to be adopted as a whole or by exception of certain items.
  - An amendment to the Order of Business to sing the National Anthem at the commencement of the Council Meeting, following the Prayer (previously resolved by Council at its meeting on 12 December 2017).

At the Council meeting of 27 February 2018, Council resolved:-

- That Council endorse the proposed changes to Council's Code of Meeting Practice, including the changes to Council's Committee Meeting Structure and other matters as detailed in this report and in **ATTACHMENT 1 – CIRCULATED UNDER SEPARATE COVER**, to be placed on public exhibition for community feedback for at least 28 days from 28 February 2018 to 27 March 2018.*
- That a further report be presented back to Council's Meeting on 27 March 2018 to consider any community feedback and to consider the introduction of the proposed Committee Meeting Structure changes from 2 April 2018.*

**Exhibition of the draft Code of Meeting Practice**

As prescribed by Section 361 of the *Local Government Act, 1993*, any proposed amendment to Council's Code of Meeting Practice must be placed on public exhibition for a minimum of 28 days.

**ITEM 4 (continued)**

Accordingly, the draft Code was placed on public exhibition, with submissions being accepted between 28 February 2018 and 27 March 2018.

At the time of writing this report, no submissions have been received, and therefore this report recommends adoption of the Code of Meeting Practice. As the closing date for submissions is the date that this report is presented to Council (27 March 2018), Councillors will be advised of any submissions received and will also receive further information to either confirm or update the recommendation at this meeting.

Should Council resolve to make further amendments to the draft Code it will be required to publicly exhibit the amended draft in accordance with the Act. Alternatively, if the amendments are considered not substantial, the amended draft Code may be adopted without public exhibition (*Section 362, Local Government Act 1993*).

**Financial Implications**

Adoption of these recommendations will have no financial impact.

**ITEM 4 (continued)**

**ATTACHMENT 2**

**2018 MEETING SCHEDULE UP TO END OF SEPTEMBER 2018**

DATE	MEETING TYPE	COMMENTS
<b>APRIL</b>		
03-Apr-18	No Meetings	
10-Apr-18	Works and Community Committee Meeting	Commencing at 6.00pm
10-Apr-18	Finance and Governance Committee Meeting	Commencing at 6.45pm
10-Apr-18	Ryde Central Committee Meeting	Commencing at 7.15pm
17-Apr-18	No Meetings	
24-Apr-18	<b>Council Meeting</b>	Commencing at 7.00pm
<b>MAY</b>		
01-May-18	No Meetings	
08-May-18	Works and Community Committee Meeting	Commencing at 6.00pm
08-May-18	Finance and Governance Committee Meeting	Commencing at 6.45pm
08-May-18	Ryde Central Committee Meeting	Commencing at 7.15pm
15-May-18	No Meetings	
22-May-18	<b>Council Meeting</b>	Commencing at 7.00pm
29-May-18	No Meetings	5th Tuesday
<b>JUNE</b>		
05-Jun-18	No Meetings	
12-Jun-18	Works and Community Committee Meeting	Commencing at 6.00pm
12-Jun-18	Finance and Governance Committee Meeting	Commencing at 6.45pm
12-Jun-18	Ryde Central Committee Meeting	Commencing at 7.15pm
19-Jun-18	No Meetings	
26-Jun-18	<b>Council Meeting</b>	Commencing at 7.00pm
<b>JULY</b>		
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	<b>Council Meeting</b>	Commencing at 7.00pm
31-Jul-18	No Meetings	5th Tuesday
<b>AUGUST</b>		
07-Aug-18	No Meetings	
14-Aug-18	Works and Community Committee Meeting	Commencing at 6.00pm
14-Aug-18	Finance and Governance Committee Meeting	Commencing at 6.45pm
14-Aug-18	Ryde Central Committee Meeting	Commencing at 7.15pm
21-Aug-18	No Meetings	
28-Aug-18	<b>Council Meeting</b>	Commencing at 7.00pm
<b>SEPTEMBER</b>		
04-Sep-18	No Meetings	
11-Sep-18	Works and Community Committee Meeting	Commencing at 6.00pm
11-Sep-18	Finance and Governance Committee Meeting	Commencing at 6.45pm
11-Sep-18	Ryde Central Committee Meeting	Commencing at 7.15pm
18-Sep-18	No Meetings	
25-Sep-18	<b>Council Meeting</b>	Commencing at 7.00pm

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**5 NATIONAL GENERAL ASSEMBLY OF LOCAL GOVERNMENT - 17 to 20 June 2018**

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**Report prepared by:** Senior Coordinator - Governance  
**File No.:** CLR/07/8/102/3 - BP18/239

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**REPORT SUMMARY**

The National General Assembly of Local Government (NGA) will be held at the National Convention Centre in Canberra on Sunday, 17 June 2018 to Wednesday, 20 June 2018.

This report is presented to Council for its consideration of the Mayor (or his nominee) in addition to the General Manager (or their delegate) and other Councillor/s to attend the Assembly.

This report also proposes a Motion to be submitted to the Australian Local Government Association for their consideration to include in the Conference Business Paper. It is noted that no proposed motions were received from Councillors.

**RECOMMENDATION:**

- (a) That Council consider the attendance of the Mayor (or his nominee) in addition to the General Manager (or their delegate) and other Councillor/s to attend the National General Assembly of Local Government held in Canberra on Sunday, 17 June 2018 to Wednesday, 20 June 2018.
- (b) That Council nominate the Mayor (or his nominee) to be the voting delegate to represent the City of Ryde during debates on Motions presented to the Assembly.
- (c) That Council endorse the Proposed Motion (as set out in this report) to be submitted to the Australian Local Government Association for their consideration regarding inclusion in the Conference Business Paper.

**ATTACHMENTS**

- 1** National General Assembly of Local Government in Canberra from 17 to 20 June 2018 - Program
- 2** 2018 National General Assembly of Local Government - Call for Motions Discussion Paper

**ITEM 5 (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 5 (continued)

### Discussion

#### Conference

The 2018 National General Assembly of Local Government will meet on 17-20 June 2018 at the National Convention Centre in Canberra. The Assembly will be hosted by the Australian Local Government Association (ALGA). A copy of the Program outlining details of the Assembly is **ATTACHED** (Attachment 1).

The theme of the Assembly this year is “Australia’s Future, Make it Local” which reflects not just the wide scope and importance of Local Government, but its ability to influence and effect fundamental change and improvement at the community level. With more than 800 Mayors, Councillors and Council Officers expected to be in attendance, the Assembly will develop local government policy ideas, meet with key federal politicians and hear from experts on key issues affecting local government in Australia.

Previously, the Mayor (or his nominee) and the General Manager (or his nominee) have attended the Assembly. In 2017, Councillor Pickering as the Mayor and Angela Jones-Blayney (General Manager’s delegate) attended the Assembly.

A notice was placed in the Councillor Information Bulletin dated 13 March 2018 inviting Councillors to indicate their interest to attend the Assembly by 21 March 2018. As a result, no expressions of interest were received from Councillors regarding attending the Assembly.

In determining Councillor attendance to the Assembly, Council is required to nominate one voting delegate to represent the City of Ryde during debates on Motions presented to the Assembly. This report recommends the Mayor (or his nominee) to be Council’s voting delegate.

#### Motions

The ALGA is now calling for Motions and encourages all Councils to submit Motions relevant to the theme for consideration by the Assembly. Council has an opportunity to contribute to the development of national local government policy at the Assembly by submitting a Motion.

To be eligible for inclusion on the Business Papers, and subsequent debate on the floor of the National General Assembly, Motions must follow the following criteria:

1. Be relevant to the work of local government nationally;
2. Be consistent with the theme of the National General Assembly;
3. Complement or build on the policy objectives of your state and territory local government association;
4. Be submitted by a Council which is a financial member of their state or territory local government association;



**ITEM 5 (continued)**

5. Propose a clear action and outcome; and
6. Not be advanced on behalf of external third parties which may seek to use the National General Assembly to apply pressure to Board members or to gain national political exposure for positions that are not directly relevant to the work of, or in the national interests of, local government.

All Motions must be endorsed by Council prior to it being submitted to the Association. The Motions will then be reviewed by a Committee of the ALGA Board and State and Territory Government Associations to determine their eligibility for inclusion on the Business Paper.

The **ATTACHED** (Attachment 2) Discussion Paper was previously circulated to Council to assist in preparing Motions.

Councillors were invited through the Councillor Information Bulletin dated 13 March 2018 to prepare Motions for Council's consideration to submit to the Association. Councillors were requested to submit any draft Motions by 21 March 2018. The deadline to submit Motions to the Association is 30 March 2018. It is noted that no motions were received from Councillors. The Executive Team have prepared the following Proposed Motion for Council's consideration.

**Proposed Motion**

It is proposed that the City of Ryde endorse a Motion relating to the Management of Terror and Security Risks at Events.

Councils are now required by both the Federal and State Governments to take actions to minimise risks of vehicle attacks, where large crowds are expected.

The City of Ryde has taken these measures at its own cost at the Granny Smith Festival, Lunar New Year Festival and the West Ryde Easter Fair events.

The proposed Motion, detailed below is the same Motion that was recently put forward by Blue Mountains, Randwick, Sutherland Shire and Kempsey Councils at the recent Local Government NSW Conference and was supported by the Board of Local Government NSW.

It is believed appropriate for our Council to endorse this Motion being submitted to the National General Assembly.

The Motion seeks Councils to be provided funding from either the Federal Government or State Government or both, to meet their obligations under these new Federal and State Government requirements.

There are various mechanisms that could be used by the Federal or State Governments in providing funds to Local Government which include increasing the Revenue Sharing Grant that is distributed to all Councils.

**ITEM 5 (continued)****Managing Terror and Security Risks at Events**

Councils are required by the State and Federal Government to manage terror and security related risks at events and in crowded places. The City of Ryde seeks the following commitment from Federal and State Governments, that:

- The Federal Government funds councils to enact their roles and responsibilities as listed in the new 'National Counter-Terrorism Plan' (October 2017).
- The Federal Government funds councils and community groups to implement steps for protecting their sites from terror threats, as listed in 'Australia's Strategy for Protecting Crowded Places from Terrorism' (August 2017).
- When security measures are for not-for-profit community events, the Federal Government has the primary responsibility of funding the design and installation of measures against vehicle attacks as outlined in the 'Hostile Vehicle Guidelines for Crowded Places' (2017), and the State Government funds the costs of Traffic Management Plans for traffic control and vehicle risks.
- That the Federal and State Governments will fully fund all terror and security measures for events run by the State and Federal Government and not place this cost impost on Councils.

**Financial Implications**

The following is a summary of costs that would be incurred per person for travel to the Assembly:

- Registration: \$969 (Early Bird Rate)
- Travel to Canberra: Approximately \$450 return via car or \$400 return flight
- Accommodation: \$900 for 3 nights (approximately)

In addition to the above summary, it is anticipated that additional costs for incidentals, meals and taxi fares would also be incurred. This will be determined after the Conference.

The total cost for attending this Conference is approximately \$2,319 (excluding meals, incidentals and taxi fare charges).

In the 2017/2018 Budget there was an allocation of \$30,000 for the Mayor and Councillors to attend conferences. As Councillors would be aware, this budget has been fully expended and accordingly at its meeting on 27 February 2018, Council resolved to endorse an additional allocation of \$12,500 to the Mayor and Councillor Conference Budget (to be included in the March Quarterly Budget Review and to be offset by savings from the Councillor Induction Program).

**ITEM 5 (continued)**

As a result of this there is now an allocation of \$42,500 in the 2017-2018 Budget for Mayor and Councillor attendance at conferences with available balance of \$12,500.

**Critical Dates**

The following deadlines are required to be met:

- Motions for inclusion on the National General Assembly of Local Government Business Paper are required to be submitted to the Australian Local Government Association by 30 March 2018.
- Early Bird Registrations for attendance at the National General Assembly of Local Government close on 4 May 2018.

**Policy Implications**

There is no policy implication through adoption of the recommendation. The Policy on the Expenses and Facilities for the Mayor and Other Councillors sets out the entitlements for Councillors attending such Conferences.

**Options**

1. That Council not attend the National General Assembly.

This Option is not recommended as it may be perceived that Council is not interested in national local government issues, many of which have a local impact on our community and/or are of interest to our local community.

2. That Council attend the National General Assembly.

This Option is the preferred Option and forms the basis of this report's recommendation. This Assembly is the only formal opportunity for the nation's Mayors (and interested Councillors) to come together to debate and resolve significant local government issues, many of which have a localised impact and/or are of local interest.

ITEM 5 (continued)

ATTACHMENT 1



**ITEM 5 (continued)**

**ATTACHMENT 1**



**President's Message**

Welcome to the Australian Local Government Association's 2018 National General Assembly – Australia's largest and most influential gathering of Local Government councillors, mayors, chairs and officials.

Our theme for this year's NGA – Australia's future – make it local – reflects not just the wide scope and importance of Local Government, but its ability to influence and effect fundamental change and improvement at the community level.

The 2018 theme also hints at the strong possibility a federal election being called later this year or early next. That being the case, Local Government will need to be ready and able to speak up on behalf of our constituents.

ALGA and the State and Territory Local Government Associations, are already well advanced in their election advocacy strategies, but this conference will provide important input into the fine-tuning of those plans.

*"...make it local – reflects not just the wide scope and importance of Local Government, but its ability to influence and effect fundamental change and improvement at the community level."*

A significant number of motions will be put to the Assembly, generating lively, vigorous and constructive debate. And, thanks to the introduction of keypad voting machines – a first for a National General Assembly – there'll be less time wasted on procedural matters and more time available for the things that matter: ideas, discussion, persuasion and consensus.

All of the motions that are supported at the NGA are submitted to the ALGA Board for consideration and aim, ultimately, to advance the cause of Local Government and the communities we seek to serve.

The program for this year's NGA is extensive, with multiple streams of specialist presentations for you to select from, and a range of keynote speakers to inform and inspire us.

Not surprisingly for a NGA that's being staged with a federal election in the wings, our expert panels will also boast plenty of individuals with insider views of Capital Hill.



Whilst the temperatures in the nation's capital may be decidedly brisk at this time of the year, I offer you a very warm welcome to the Australian Local Government Association's 25th National General Assembly.

I encourage you to meet new colleagues, to listen to experts and specialists, participate in discussions and to learn from the very best we have gathered on your behalf. Enjoy the experience, and take-home ideas and inspiration to help make your communities the very best they can be.

Mayor David O'Loughlin  
ALGA President

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**Platinum Sponsors**





**ITEM 5 (continued)**

**ATTACHMENT 1**

# NGA18

National General Assembly  
of Local Government

## AUSTRALIA'S FUTURE MAKE IT LOCAL

17-20 June 2018 // Canberra

### Provisional Program

**Sunday 17 June**

5:00pm Service NSW  
Welcome Reception  
National Convention  
Centre

**Monday 18 June**

9:30am Opening Ceremony

9:30am Mayor David O'Shaughnessy,  
ALGA President's Opening

9:30am The Hon Malcolm Turnbull MP,  
Prime Minister (Invited)

10:00am Morning Tea

10:30am Keynote Speaker -  
David Speers,  
Political Editor, SIX NEWS  
The Australian Political Landscape

11:00am Keynote Speaker -  
Virginia Haussegger AM,  
Australian Journalist, Media Commentator  
and Television Presenter  
The Case of Gender Diversity in Local Government

11:30am Panel Session -  
Changing Political Culture

12:30pm Lunch

3:30pm Panel Session -  
Balancing Innovation and the Public Interest

3:00pm Afternoon Tea

3:30pm Debate on Motion:  
We Strengthen Jones MP,  
Shadow Minister for Regional Services, Territories and  
Local Government (Invited)

5:00pm Close

7:00pm Networking Dinner -  
National Adhocracy

**Tuesday 19 June**

9:00am Keynote Speaker -  
Bernard Salt AM,  
Author and Columnist  
Population and the Policy Imperative

9:45am Panel Session -  
Building Tomorrow's Communities: Liability

10:15am Morning Tea

11:30am Debate on Motion:  
Land

3:30pm Concurrent Sessions:  
Energy and Climate Change  
Arts and Culture  
Digital Technology  
Recycling and Waste

3:00pm Afternoon Tea

3:30pm Debate on Motion:  
The Hon Bill Shorten MP,  
Leader of the Opposition (Invited)  
Coast

5:00pm NGA Dinner - Australian Institute of Sport

**Wednesday 20 June**

9:00am Setting ALGA's Election Priorities

9:30am Plenary of Mayors:  
Local Government and the Federal Election

10:30am Morning Tea

11:00am Panel Session -  
How to Create Resilient Local Communities

12:30pm ALGA President's Close

# REGIONAL COOPERATION & DEVELOPMENT FORUM 2018

Sun 17 June 2018 // Canberra

### Collaboration: A catalyst for success

The 2018 Regional Forum will bring together noted regional campaigners, academics, industry innovators and government officials to explore the challenges of successful collaboration, as a catalyst for region-scale prosperous metropolitan, regional and rural community growth.

Collaborative case studies and models will be shared, along with practical tools for delegates to test and disseminate within their own regions upon their return.

Once again, this year's State of the Regions Report, prepared in partnership between ALGA and the National Institute of Economic and Industry Research, will be launched with opportunities to discuss the data arising in the energy sector as well as international influences on local government at region-wide scales. The Forum also aims to prompt lively discussion about some of the country's most vulnerable household types – metro- and non-metro – and the crucial service delivery role and pressures at the local government level.

### Preliminary Program

**Sunday 17 June**

9:30am ALGA President's Welcome

9:45am Keynote Address:  
Observations of Australian economic development trends and regional impacts/challenges  
Saul Eklund,  
Leading Australian Economist  
Katherine O'Regan,  
Executive Director, Cities Leadership Institute

10:15am Government Address:  
The Hon Dr John McGough MP,  
Minister for Regional Development, Territories and Local Government

11:00am Morning Tea

11:30am Regional Showcase & 2018 State of the Regions Report Launch  
Snapshot of programs/initiatives that have benefited from region-scale collaboration  
Metro-to-non-metro vulnerable household types and challenges ahead

12:30pm Panel Session:  
State of the Regions Q&A

12:45pm Lunch

1:45pm Workshop:  
A practical, fast-paced workshop applying tools to assist region-scale collaboration (metro and non-metro),  
led by Collaboration for Impact Facilitators


3:00pm Afternoon Tea

3:30pm Discussion Address:  
Mr Stephen Jones,  
Regional Services, Territories and Local Government (Invited)

4:00pm ALGA President's Close

## ITEM 5 (continued)

## ATTACHMENT 1



### Key Dates

- Submission of Motions for Debate – By 11:59pm Friday 30 March 2018
- Early Bird Registration – On or before Friday 4 May 2018
- Standard Registration – On or before Friday 1 June 2018
- Late Registration – After Friday 1 June 2018

### Motions for Debate

The NGA is an important opportunity for you and your council to influence the national policy agenda. The primary focus of all motions should be to strengthen the capacity of local government to provide services and infrastructure in Australia.

To be eligible for inclusion in the NGA Business Papers, and subsequent debate on the floor of the NGA, motions must meet the following criteria:

- Be relevant to the work of local government nationally**
- Be consistent with the theme of the NGA**
- Complement or build on the policy objectives of your state and territory local government association**
- Be submitted by a council which is a financial member of their state or territory local government association**
- Propose a clear action and outcome**
- Not be advanced on behalf of external third parties that may seek to use the NGA to apply pressure to Board members or to gain national political exposure for positions that are not directly relevant to the work of, or in the national interests of, local government.**

To assist you to identify motions that address the 2018 theme, Australia's Future: Make it Local, the Australian Local Government Association Secretariat has prepared a short discussion paper and is available on the NGA Website: [www.alga.asn.au](http://www.alga.asn.au)

Motions should be submitted electronically via the online form at [www.alga.asn.au/forms/motions\\_2018/](http://www.alga.asn.au/forms/motions_2018/) and should be received by the Australian Local Government Association no later than Friday 30 March 2018. For more information contact ALGA on (02) 6122 9400.

### Voting Procedures

Each council is entitled to one voting delegate in debating sessions. Councils will need to determine who their voting delegate will be. Electronic voting keypads can be collected at the assembly.

### Speaker Profiles

#### The Hon Malcolm Turnbull MP



Prime Minister of Australia, Malcolm Turnbull became the 28th Prime Minister of Australia on 15 September 2015 and was sworn in for a second term on 19 July 2016. Mr Turnbull was elected to Federal Parliament as the Member for Wentworth in 2004. Since entering public life, Mr Turnbull has held a number of parliamentary positions including Shadow Treasurer, Parliamentary Secretary to the Prime Minister with responsibility for national water policy, and Minister for Environment and Water Resources. He was Leader of the Opposition from 16 September 2008 to 1 December 2009 and was later Shadow Minister for Communications and Broadband.

Most recently, Mr Turnbull was Minister for Communications from 18 September 2013 to 21 September 2015. Malcolm was educated at Vaucluse Public School and Sydney Grammar School and graduated from Sydney University with a BA LLB. He was awarded a Rhodes Scholarship and completed a further law degree at Oxford. He is married to Lucy, and has two adult children, Alex and Daisy, and two grandchildren, Jack and Isla.

#### The Hon Bill Shorten MP



Bill Shorten is the Federal Member for Maribyrnong and was elected leader of the Australian Labor Party and Leader of the Opposition on 13 October 2013. Mr Shorten completed a Bachelors' degree in Arts and Law from Monash University, as well as an MBA from the Melbourne Business School. Bill has since worked as a union organiser, union secretary, as a member of the ACTU executive, as a Member of Parliament and as a Minister in a Labor Government. As a senior member of the Rudd/Gillard Labor Governments, Bill played a key role in securing a number of historic reforms including establishing the National Disability Insurance Scheme and increasing universal superannuation to 12 per cent.

As Minister for Workplace Relations, Bill continued the Labor Government's ongoing commitment to a fair and productive workplace relations system and during his time as Minister for Education helped secure the Better Schools reforms. Prior to entering Parliament, Bill worked at the Australian Workers' Union, holding key leadership positions including State Secretary of the AWU Victoria branch from 1996 to 2006 and National Secretary from 2001 to 2007.

## ITEM 5 (continued)

## ATTACHMENT 1



**The Hon Dr John McVeigh MP**



John McVeigh was declared as the Federal Member for Capricorn on 22 July 2016.

He was sworn in as the Minister for Regional Development, Territories and Local Government on December 20, 2017.

Before his elevation to Cabinet, he was a member of the Joint Standing Committee on Foreign Affairs, Defence and Trade, the Joint Committee of Public Accounts and Audit, and the Standing Committees on Industry, Innovation Science and Resources, and Agriculture and Water Resources.

John also chaired the Coalition's Policy Committee for Industry, Innovation, Science and Northern Australia and was the Chair of the Federal Government's Select Committee on Regional Development and Decentralisation.

He was previously a Councillor on the Toowoomba Regional Council from 2008 to 2012 where he held the Corporate Services Portfolio and Chaired the Audit Committee.

John has a Bachelor of Business (Marketing) from Queensland University of Southern Queensland (Bond University) and a PhD in Agribusiness Management (University of Queensland).

John is proud to live with his wife, Anita, and six children in Toowoomba and is passionate about the role that regional Queensland will play in the future of our nation.

**Mr Stephen Jones MP**



Stephen Jones is the Federal Member for Whitlam and Shadow Minister for Shadow Minister for Regional Services, Territories and Local Government and Regional Communications.

Stephen was first elected to the Federal Parliament in 2010 representing the Southern New South Wales seat of Throsby. He was re-elected at the 2015 election and elected to the re-named seat of Whitlam in the 2016 election.

Stephen holds a Bachelor of Arts degree from the University of Wollongong and a Bachelor of Laws degree from Macquarie University.

Prior to entering the Federal Parliament, he worked as a community worker for various front line disability services, youth and health services and as a lawyer with the Australian Council of Trade Unions (ACTU) and as the Secretary of the Community and Public Sector Union (CPSU).

**Virginia Haussegger AM**



Virginia Haussegger AM is a gender diversity advocate and communication specialist. She is also an award-winning television journalist, writer and commentator, whose extensive media career spans more than 25 years.

Virginia has reported from around the globe for leading current affairs programs on Channel 9, the Seven Network and the ABC. For 15 years (2001–2016) she anchored the ABC's flagship TV news in Canberra. She is widely published, both as a former columnist with the Canberra Times, and a regular contributor to the Sydney Morning Herald and The Age.

In 2018 Virginia was appointed Director of a new, national gender equality initiative, the 50:50 by 2030 Foundation, at the University of Canberra's Institute for Governance and Policy Analysis (IGPA), where she is an Adjunct Professor.

She has run a series of co-design workshops with local government leaders focused on diversity strategies and increasing the representation of women in

leadership positions. Virginia also runs a suite of Masterclasses on Strategic Communication and Persuasive Presentation.

In 2017 she launched an innovative gender equality news media platform, BroadAgenda, and currently serves as Chief Editor.

In 2014 Virginia was made a Member of the Order of Australia (AM) for service to the community, as an advocate for women's rights and gender equity, and to the media.

Virginia has served on a number of boards and committees including: UN Women National Committee Australia, the Snowy Hydro-South Coast Trust, and the Australia Forum Steering Committee. She currently sits on the Board of the ACT Government's Cultural Facilities Corporation, Women in Media Canberra, Our Watch Media Advisory Committee, and is Patron of the Canberra Rape Crisis Centre.





## ITEM 5 (continued)

## ATTACHMENT 1



David Speers



David Speers is Political Editor at SKY NEWS and anchor of agenda-setting political programs SPSSRS and SPSSRS ON SUNDAY on SKY NEWS UVE.

David is one of Australia's most respected political journalists and interviewers, leading the SKY NEWS Walkley and Logie award-winning political news coverage.

David joined SKY NEWS as Political Editor in 2000 and has seen the channel grow to become the unrivalled destination for political and national affairs coverage in Australia.

He has been chosen to host Leaders' debates and forums at the last five federal elections and covered the last four Presidential elections in the United States.

Between elections David is one of the busiest and best connected correspondents in Canberra.

He has interviewed numerous world leaders, including US President George W. Bush at the White House, and travelled extensively reporting from China, India, Afghanistan, Indonesia and Europe.

In 2014 David was awarded Australia's highest journalism honour, a Walkley Award for his global headline-making "What is Meladala" interview with the

Australian Attorney General. He received his second Walkley award in 2015 for his "The Five" interview featuring then Minister for Education and Training Christopher Pyne. In 2006 David and the SKY NEWS Political team were recognised with both a Walkley and TV Week Logie award for the team's outstanding coverage of the 2016 Federal Election.

David is also the recipient of the 2008 Kennedy Award for Most Outstanding Political Reporting, the 2017 AACTA Best Presenter Award for and the winner of more than 10 ASTRA Awards for excellence in broadcast journalism.

David served for three years as President of the Parliamentary Press Gallery. He has also served as a Director of the National Press Club since 2005.

Prior to joining SKY NEWS, David worked as a Political Reporter for a number of radio stations in Canberra and at New South Wales Parliament in Sydney.

Bernard Salt



Bernard Salt, a former partner at KPMG, is one of the most well-known writers, media personalities, and business advisors in Australia. Used to large crowds and the camera, Bernard has the uncanny ability to explain even the most complex ideas in a way that everyone in the room can understand. Well-spoken, engaging, and enlightening, a business event featuring Bernard is sure to be a hit.

In business, Bernard's specialties lie in tracking and understanding demographic and social changes in his country of origin and the rest of the world, including the United States, New Zealand, and Asia. He focuses on the evolution of consumer culture, how the most recent generation will fit into today's business world, and how companies can get the most out of their customer base and employees.

Bernard writes two weekly columns for The Australian newspaper that deal with social, generational, and demographic matters, and

has authored six books, the most recent was published in 2014 titled More Decent Obsessions: The small things that tell the big picture. His other books include: The Big Shift: Welcome to the Third Australian Culture; The Big Picture: Man Drought: Why are there so many single women in their 30's?; What is it with Generation Y? and lastly, Decent Obsessions: Why it's okay to wear the small stuff. He routinely appears as a commentator on a variety of television shows in Australia, including Business Surfers, A Current Affair, 60 Minutes, Today Tonight, Today Show, and Nightline.

Bernard's unique skill is to take the latest data and then transfer this into a highly entertaining, very informative and above all else, extremely relevant presentation on what the future environment will be for both businesses and individuals.

Saul Eslake



Saul Eslake worked as an economist in the Australian financial markets for more than 25 years, including as Chief Economist at Macquarie Securities (a stockbroking firm) in the late 1990s, Chief Economist (International) at National Mutual Funds Management in the early 1990s, as Chief Economist at the Australia & New Zealand Banking Group (ANZ) from 1995 to 2005 and as Chief Economist Australia & New Zealand for Bank of America Merrill Lynch from 2003 until June 2005. In between these last two positions he was Director of the Productivity Growth program at the then newly established Grattan Institute, a "think tank".

In July 2015 Saul started up his own economics consultancy business, operating out of Hobart, and in April 2016 took up a part-time position as a Vice-Chancellor's Fellow at the University of Tasmania.

Saul is a member of the Australian Parliamentary Budget Office's Expert Advisory Panel, and is on

the Advisory Board of Jemson Cooke Bonds, a Melbourne-based specialist bond investment manager.

Saul is a non-executive director of Hydro Tasmania, an energy business owned by the Tasmanian State Government, and of Housing Choice Australia Ltd, a not-for-profit provider of affordable rental housing. He is also Chairman of Ten Days on the Island, Tasmania's annual state-wide multi-arts festival.

Saul has a first class honours degree in Economics from the University of Tasmania, and a Graduate Diploma in Applied Finance and Investment from the Securities Institute of Australia. In December 2012 he was awarded an Honorary LL.D degree by the University of Tasmania. He has also completed the Senior Executive Program at Columbia University's Graduate School of Business in New York.



## ITEM 5 (continued)

## ATTACHMENT 1



Katherine O'Regan



Katherine O'Regan has over 30 years' experience in developing and implementing growth strategies for business and government. Having served as a Chief of Staff and Advisor to Federal and State Government Ministers and Deputy Mayor, Wootton Bassett Municipal Council where she served as a Councillor for her years, Katherine has unique insights into the policy, process and priorities of government.

This is complemented by a corporate executive career centred on the banking, financial and property sectors where she gained experience in public private partnerships, corporate transactions and mergers and acquisitions.

In 2015 Katherine established her own a consultancy firm providing strategic advice to government and business specialising in developing innovative solutions to the challenges and priorities facing

cities and communities. Katherine has led forums and workshops, written policy submissions and articles, and advocated for change for clients including NSW Small Business Commissioner's small business friendly Councils and regional activation programs, the NSW Department of Industry's Future Towns Program, energy start up, Tax Scientific and the Australian Banking Association.

In 2017 Katherine was appointed Executive Director of the Cities Leadership Institute a not for profit dedicated to building the capacity of urban leaders to make cities, towns and communities great places.

Katherine holds a Bachelor of Applied Science, Masters of Business Administration and a Masters of US Studies (with Merit) and is Director of leading public policy think tank, The Sydney Institute and Chair of her local Chamber of Commerce.

### NGA 2018 Charity

#### Enormity = National Coat Day

Enormity is a not for profit, community based storage committee.

Enormity started 'Coat Day' 20 years ago when one of the members' hands became homeless and they 'snowed' a coat from the back of their merino's cat. This opened Enormity's eyes as to a community need and the collection of public donated coats began, 'Coat Day'.

Enormity has collected around 99,200 coats in that time and with the assistance of charitable agencies such as St Vincent de Paul, Salvation Army and Devonport's Grains Van all have redistributed to the homeless and those in need.

Homelessness can affect all members of our community including the young or old, families or single people. Aboriginal people or people from culturally diverse backgrounds, resulting in great social and economic costs to the individual and the community as a whole.



Enormity has for a long time worked towards helping those in need by providing the simplest basic need of warmth and protection from the elements of winter – warm coats and clothing.

In year 2000, former Prime Minister John Howard launched our campaign nationally by donating his own coat. Since then Prime Ministers Kevin Rudd, Julia Gillard, Tony Abbott and last year Malcolm Turnbull have also donated a coat.

'Coat Day' is held annually on the 1st Saturday in July, this year being Saturday 7th July 2018. Please bring a coat to donate at the 2018 Local Government National General Assembly. Your donation of a winter coat will help someone who is sleeping rough. Collection will be available through the entirety of the conference, 17-20 June 2018.

### Associated Events



#### Australian Local Government Women's Association Breakfast

**Monday 18 June 2018 – 7:00am-8:15am**

The ALGWA National President is pleased to invite members, friends and colleagues to our Annual Networking Breakfast as part of the National General Assembly.

The hot Outback Breakfast will be held from 7:00-8:15am on Monday 18 June.

Speaker: Cr Aileen Friedlander, President of the National Rural Women's Coalition, (NRWC) recently returned from addressing the UN and participation on issues faced by rural women.

Seating is strictly limited, find booking details on [www.algwa.net.au](http://www.algwa.net.au)



**ITEM 5 (continued)**

**ATTACHMENT 1**



**General Registration Details**

**General Assembly  
Registration Fees**

**Registration Fees –  
Early Bird**  
**\$969.00**

Payment received by  
Friday 4 May 2018

**Registration Fees –  
Standard**  
**\$1,290.00**

Payment received on or before  
Friday 2 June 2018

**Registration Fees –  
Late**  
**\$1,429.00**

Payment received after  
Friday 2 June 2018

**General Assembly  
Registration Includes**

- ▶ Attendance at all General Assembly sessions
- ▶ Morning tea, lunch and afternoon tea as per the General Assembly program
- ▶ One ticket to the Welcome Drinks, Sunday
- ▶ General Assembly satchel and materials

**Day Registration Fees**

**Monday 18 June 2018**

**\$529.00**

**Tuesday 19 June 2018**

**\$529.00**

**Wednesday 20 June 2018**

**\$320.00**

**Day Registration Includes**

- ▶ Attendance at all General Assembly sessions on the day of registration
- ▶ Morning tea, lunch and afternoon tea as per the General Assembly program on that day
- ▶ General Assembly satchel and materials

**Sunday Regional Development  
Forum Registration Fees  
(Sunday 17 June 2018)**

**Forum Only**

**\$445.00**

**NGA Delegate**

**\$245.00**

Delegates attending the Regional  
Forum and the NGA are entitled to  
this discount

**Accompanying Partners  
Registration Fees**

**Accompanying Partners  
Registration Fee**

**\$280.00**

**Accompanying Partners  
Registration Includes**

- ▶ 1 ticket to the Welcome Reception, Sunday 17 June
- ▶ Day four Monday 18 June
- ▶ Day four Tuesday 19 June
- ▶ Lunch with General Assembly Delegates on Wednesday 20 June

**Payment Procedures**

Payment can be made by:

- ▶ Credit card – MasterCard and Visa
- ▶ Cheque made payable to ALGA
- ▶ Electronic Funds Transfer  
**Bank:** Commonwealth  
**Branch:** Curnin BSB No: 062905  
**Account No:** 10097790

**NOTE:** If paying via EFT you must  
quote your transaction reference  
number on the registration form.

**Cancellation Policy**

All alterations or cancellations to  
your registration must be made in  
writing and will be acknowledged by  
email. Notification should be sent to:  
Conference Co-ordination  
PO Box 4994, CH45-014 ACT 2905

**Facsimile:** 020 5292 9002

**E-mail:** [conference@confco.com.au](mailto:conference@confco.com.au)

An administration charge of \$135.00  
will be made to any participant  
cancelling before Friday 4 May 2018.  
Cancellations received after Friday  
4 May 2018 will be required to pay  
full registration fees. However, if you  
are unable to attend, substitutes are  
welcome at no additional cost.

By submitting your registration  
you agree to the terms of the  
cancellation policy.

**Privacy Disclosure**

ALGA collects your personal  
contact information in its role as  
a peak body for local governments.  
ALGA may disclose your personal  
contact information to the sponsors  
of the event for the purposes of  
commercial business opportunities.  
If you consent to ALGA using and  
disclosing your personal contact  
information in this way, please  
tick the appropriate box on the  
registration form.

Importantly, your name may also  
be included in the General Assembly  
List of Participants. You must tick the  
appropriate box on the registration  
form if you wish your name to  
appear in this list.

**Photographs**

During the National General  
Assembly there will be a contracted  
photographer, the photographer will  
take images during the sessions and  
social functions. If you have your  
picture taken it is assumed that you  
are giving consent for ALGA to use  
the image.

Images may be used for print and  
electronic publications.

**Canberra Weather in June**

Winter days in Canberra are  
characterised by clear sunny skies  
but the days are cool at around 12-15C  
and temperatures do drop to 1C or  
average in the evenings, so be sure  
to bring a warm jacket. Mornings can  
be foggy so keep this in mind when  
booking flights. It is best to avoid  
early arrivals or departures in case  
of delays due to fog.

**Social Function and  
Venue Information**

**Social Functions**

**Welcome Reception and  
Exhibition Opening**

**Sponsored by:**



**Sunday 17 June 2018**

**Venue:** National Convention Centre

The Welcome Reception will be held  
in the exhibition hall and foyer.

- ▶ 5:00-7:00 pm
- ▶ \$50.00 per person for day  
delegates and guests
- ▶ No charge for full  
registered delegates
- ▶ No charge for registered  
accompanying partners

**Dress code:** Smart Casual

**Networking Dinner**

**Sponsored by:**



**Monday 18 June 2018**

**Venue:** National Arboretum Canberra

The dinner is being held in the  
Wedge Centre.

- ▶ 7:00-11:00 pm
- ▶ \$100.00 per person

**Dress code:** smart casual

The Monday night dinner takes  
on a new format as we take it offsite  
to the multi-million dollar National  
Arboretum. Enjoy the stunning  
Canberra landscape whilst having the  
opportunity to network with delegates  
from other councils and organisations.



## ITEM 5 (continued)

## ATTACHMENT 1



### General Assembly Dinner Tuesday 19 June 2018

**Venue:** Australian Institute of Sport  
The dinner is being held in the Arena of the AIS.

- 7:00–11:00 pm
- \$150 per person

**Dress code:** lounge suit/collar and tie for men and cocktail style for women.

With Parliament House undergoing renovations this year, we are excited to take delegates to the Australian Institute of Sport, the country's elite and award winning sports precinct. Tickets to the General Assembly Annual Dinner are always highly sought after and therefore booking early is highly recommended to ensure your place.

**Note:** Bookings are accepted in order of receipt.

### General Assembly Business Sessions

**Monday 18 June 2018 to  
Wednesday 20 June 2018**

**Venue:** National Convention Centre

All plenary sessions will be held in the Royal Theatre at the National Convention Centre.

**Dress code:** Smart casual

### Exhibition

**Sunday 17 June 2018 to  
Wednesday 20 June 2018**

**Venue:** National Convention Centre  
The exhibition is being held in the Exhibition Hall of the National Convention Centre.

**Dress code:** Smart casual

### Coach Transfers

#### Welcome Reception and Exhibition Opening – Sunday 17 June 2018

Coaches will collect delegates from all General Assembly hotels (except Crowne Plaza) at approximately 4:45pm. The return coaches will depart at 7:00pm.

#### Daily Shuttles to and from the National Convention Centre

A shuttle service between all General Assembly hotels (except Crowne Plaza) and the National Convention Centre will operate between 8:00am and 8:30am. Return shuttles will depart the National Convention Centre at 5:30pm.

#### Networking Dinner – National Arboretum Canberra – Monday 18 June 2018

Coaches will collect delegates from all General Assembly hotels at approximately 6:45pm. A return shuttle service will commence at 10:30pm.

#### General Assembly Dinner – Australian Institute of Sport – Tuesday 19 June 2018

Coaches will collect delegates from all General Assembly hotels at approximately 6:45pm. A return shuttle service will operate between 10:30pm and 11:45pm.

### Car Parking

Parking for delegates is available underneath the National Convention Centre for a cost of approximately \$19.00 per day. Alternatively, voucher public parking is available 300m from the Centre at a cost of approximately \$15.70 per day. The voucher machines accept either coins or credit cards (Visa or MasterCard).



### Partner Tours



**Monday 18 June 2018**

#### Monday Partner Tour: Behind the Scenes of our Capital

Take a glimpse behind the scenes of two of Canberra's iconic locations. The day will start with an intimate tour of Government House to see where Cabinet ministers are sworn in and the Governor General welcomes visitors like the Queen and heads of states.

After lunch we have an exclusive tour of The Royal Military College Duntroon, including the Army Officer training course, the cadet mess, and some of the historical and ceremonial areas within the College grounds.



**Tuesday 19 June 2018**

#### Tuesday Partner Tour: Diamonds and Decadence

We start today with a high tea at Adore Tea where we'll experience a variety of teas from simple black teas to incredible flowering teas paired with sweet and savoury foods with a twist.

The afternoon will be spent at the National Gallery of Australia to experience the confirmed Cartier Exhibition. This is showcasing some of the most exquisite jewels from the renowned French jeweller including the Queen's "Halo" tiara, the engagement ring of Princess Grace of Monaco and costumes from the Ballet Russes, as well as displays of sketches and the looks of Cartier's trade.

### Accommodation

#### Crowne Plaza 1 Binsara Street, Canberra

The Crowne Plaza is adjacent to the Convention Centre and only a short walk from restaurants, bars and the main shopping district. Featuring a contemporary design, the Crowne Plaza provides guests with an outdoor pool, sauna, health/fitness centre, 24 hour reception, room service, concierge, undercover parking for a fee and onsite dining at the RedSalt Restaurant. All rooms are non-smoking and include free WiFi, climate control, air-conditioning, tea/coffee making facilities and a minibar.

Twin option at the hotel consists of two double beds.

**Superior Room:** \$315 per night single/twin/double

**Deluxe Room:** \$365 per night single/twin/double

#### Avenue Hotel

**80 Northbourne Avenue,  
Canberra**

The Avenue Hotel is one of the newest options in Canberra and offers guests both studio and apartment style rooms. The hotel is a 15–20 minute walk from the Convention Centre and has an onsite restaurant and bar, 24 hour reception, room service, gymnasium, undercover parking (charges apply per night) and guest lounge. All rooms have king size beds, rainfall showers, balconies, mini bar and free WiFi. The apartments also have a fully functioning kitchen.

Twin option is only available in the Superior rooms and consists of two single beds.



## ITEM 5 (continued)

## ATTACHMENT 1



**Superior King Rooms:** \$260 per night single/twin/double

**1 Bedroom Apartments:** \$310 per night single/double

### Waldorf

#### 2 Akura Street, Canberra

Located in the heart of Canberra's CBD, the Waldorf is only a five minute walk from the National Convention Centre. This hotel has 24 hour reception and provides guests with a gymnasium, indoor heated lap pool, room service and on-site dining at the Waldorf on London Restaurant. All rooms have kitchen and laundry facilities, in-room safe, dining table and chairs, complimentary cable TV, pay per view movies, and high-speed internet service for a fee. The 1 bedroom apartments also offer a separate lounge/dining area.

Twin option at the hotel consists of two single beds. Additional costs will apply if more than 2 guests are within the one room.

**Studio Apartment:** \$200 per night single/twin/double

**1 Bedroom Apartment:** \$220 per night single/twin/double

### Novotel

#### 65 Northbourne Avenue, Canberra

Located on Northbourne Avenue, one of Canberra's main thoroughfares, the Novotel is a 15 minute walk from the National Convention Centre. The hotel offers 24 hour reception and room service, an on-site restaurant and bar, a newly renovated indoor pool, gymnasium and undercover parking (charges apply per night). In-room facilities include mini bar, tea/coffee making facilities, internet

access (for a fee), pay per view movies and climate control air-conditioning. Standard rooms have a Queen size bed while the Executive rooms have a king size bed.

Twin option for the standard room type consists of two double beds and the executive room type consists of one king bed and a pull out sofa bed.

**Standard Room:** \$260 per night single/twin/double

**Executive Room:** \$315 per night single/twin/double

### Mantra

#### 84 Northbourne Avenue, Canberra

Mantra on Northbourne is centrally located within the CBD and approximately a 15-20 minute walk from the National Convention Centre. The hotel features underground parking (for a fee), a 24-hour reception, a heated indoor pool, sauna, fully-equipped gymnasium and an on-site restaurant bar. All rooms offer individually controlled air-conditioning, WiFi (for a fee), pay per view movies, mini bar, tea/coffee making facilities, hairdryer and complimentary toiletries. 1 bedroom apartments also offer a separate lounge and dining area, kitchen and a fully equipped laundry.

Bedding configuration in a hotel room is one king or two single beds and a 1 bedroom apartment has one queen or two singles.

**Hotel Room\*** \$250 per night single/twin/double

**1 Bedroom Apartment:** \$275 per night single/twin/double

### Medina Apartment Hotel James Court

#### 74 Northbourne Avenue, Canberra

The Medina Apartment Hotel James Court is approximately a 15-20 minute walk from the National Convention Centre and is close to cafes, restaurants, gyms and shopping. The hotel offers reception, undercover parking (for a charge), outdoor heated swimming pool, sauna, gymnasium and a restaurant delivery service. All rooms feature private balconies, climate controlled air conditioning, separate lounge/dining areas, free WiFi, spa bath, mini bar, fully equipped kitchen facilities and an in-room safe.

Twin option consists of two single beds.

**Note:** Reception operates between the hours of 6.30am and 11.00pm

**1 Bedroom Apartment:** \$255 per night single/twin/double

**2 Bedroom Apartment:** \$285 per night

### Qt Hotel

#### 1 London Circuit, Canberra

The Qt Hotel is a modern hotel with boutique style furnishings, central to the city and a 10 minute walk to the National Convention Centre. The hotel offers guests a 24 hour reception and room service, air-desk restaurant and bar, parking for a daily charge plus an on-site barber shop. All rooms have now been upgraded to have king beds, other features include a balcony, rainfall showers, free WiFi, pay per view movies, mini bar, hairdryer, ash and ironing board.

Twin option at the hotel consists of two single beds.

**Standard Room:** \$240 per night single/twin/double

## Registration Form

Register online [www.alga.asn.au](http://www.alga.asn.au)

### NGAAS

National General Assembly of Local Government 17-20 June 2018  
Australian Local Government Association ANU 11 008 933 876

Multiplex delegates = photocopy form  
Register online, download PDF or return this form to  
Conference Co-ordinator  
PO Box 4594 Canberra ACT 2608  
Phone (02) 6292 9000 Fax (02) 6292 9052  
Email [nga@alga.com.au](mailto:nga@alga.com.au)  
By submitting your registration you agree to the terms and conditions of the cancellation policy on page 15

### PERSONAL DETAILS

TITLE	NAME	SURNAME
ICANAS/Mayor/Deputy		
POSITION		
COUNCIL ORGANISATION		
ADDRESS		
SUBURB	STATE	POSTCODE
PHONE	MOBILE	
EMAIL		
NAME FOR BADGE		
How did you find out about the General Assembly? <input type="checkbox"/> ALGA <input type="checkbox"/> State/Territory Association <input type="checkbox"/> Council <input type="checkbox"/> Other		

### PRIVACY DISCLOSURE

- ☐ I DO consent to my name appearing in the 2018 General Assembly List of Participants booklet (name, organisation and state only disclosed as outlined in the privacy disclosure on page 15).
- ☐ I DO consent to ALGA disclosing my personal contact information as outlined in the privacy disclosure on page 15.

### REGISTRATION FEES

#### GENERAL ASSEMBLY REGISTRATION FEES

*Please note registration does NOT include attendance to the Regional Cooperation and Development Forum*

EARLY BIRD REGISTRATION FEES (payment received on or before 4 May 2018)	<input type="checkbox"/> \$969.00
STANDARD REGISTRATION FEES (payment received on or before 1 June 2018)	<input type="checkbox"/> \$1,290.00
LATE REGISTRATION FEES (payment received after 1 June 2018)	<input type="checkbox"/> \$1,429.00
ONLY REGISTRATION FEES <input type="checkbox"/> Monday 18 June \$489.00 <input type="checkbox"/> Tuesday 19 June \$489.00 <input type="checkbox"/> Wednesday 20 June \$280.00	

#### REGIONAL CO-OPERATION AND DEVELOPMENT FORUM REGISTRATION FEES (SUNDAY 17 JUNE)

REGIONAL DEVELOPMENT FORUM ONLY Registration fee	<input type="checkbox"/> \$445.00
GENERAL ASSEMBLY DELEGATE Registration fee	<input type="checkbox"/> \$345.00
STATE OF THE REGIONS REPORT 2014-16 (Single licence)	<input type="checkbox"/> \$260.00
STATE OF THE REGIONS REPORT 2014-16 (30 days personal licence)	<input type="checkbox"/> \$720.00

#### ACCOMPANYING PARTNERS REGISTRATION FEES

REGISTERED ACCOMPANYING PARTNER Name for badge ☐ \$280.00

#### SOCIAL FUNCTIONS INCLUDED IN FEES

One ticket to each of the following functions is included in the full General Assembly registration and/or accompanying partners registration fee. Please confirm if you will be attending by placing a tick in the appropriate boxes. To purchase additional tickets to any of the following functions, please indicate the number required and complete the total amount payable.

#### REGISTERED DELEGATES AND PARTNERS

##### WELCOME RECEPTION AND EXHIBITION OPENING (SUNDAY 17 JUNE 2018)

We will attend ☐ Delegate ☐ Partner Number of additional tickets  @ \$50.00 each Total \$

##### REGISTERED PARTNERS

Day 1 - Behind the Scenes of our Capital (Monday 18 June 2018)

☐ I will attend ☐ Partner Number of additional tickets  @ \$125.00 each Total \$

Day 2 - Diamonds and Decadence (Tuesday 19 June 2018)

☐ I will attend ☐ Partner Number of additional tickets  @ \$125.00 each Total \$

Registration fees continue over the page

ITEM 5 (continued)

ATTACHMENT 1

NGA18

National General Assembly of Local Government 17–20 June 2018  
Australian Local Government Association ABN 31 008 613 876

OPTIONAL SOCIAL FUNCTIONS

Tickets to these functions are **not** included in the General Assembly registration fee or accompanying partners registration fee. To purchase tickets to any of the following functions please indicate the number required and the total amount payable.

NETWORKING DINNER, Arboretum (Monday 18 June 2018) Number of tickets  @ \$100.00 each Total \$

GENERAL ASSEMBLY DINNER, Australian Institute of Sport (Tuesday 19 June 2018) **\*\*NUMBERS STRICTLY LIMITED\*\***  
Number of tickets  @ \$130.00 Each Total \$

SPECIAL REQUIREMENTS

(E.G. DIETARY, MOBILITY) \_\_\_\_\_

REGISTRATION AND SOCIAL FUNCTION PAYMENT DETAILS

☐ Enclosed is my cheque made payable to ALGA Conference Account  
☐ Please issue an invoice. (Invoices are automatically issued on receipt of registrations)  
☐ I have paid via an Electronic Funds Transfer to the 'ALGA Conference Account'. Transaction reference number \_\_\_\_\_  
ALGA ACCOUNT: Bank: Commonwealth BRANCH: Curtin BSB NO: 062905 ACCOUNT NO: 10097760  
☐ Please charge my credit card ☐ Mastercard ☐ Visa  
CREDIT CARD             Grand total \$   
CARD HOLDERS NAME \_\_\_\_\_ SIGNATURE \_\_\_\_\_  
EXPIRY DATE   /   IS THIS A CORPORATE CARD? ☐ YES ☐ NO

ACCOMMODATION DETAILS

Please indicate your preference from 1 to 5

CROWNE PLAZA

SUPERIOR ROOM \$315 ☐ Single ☐ Twin ☐ Double  
DELUXE ROOM \$365 ☐ Single ☐ Twin ☐ Double

AVENUE HOTEL

SUPERIOR KING ROOM \$260 ☐ Single ☐ Twin ☐ Double  
1 BEDROOM APARTMENT \$310 ☐ Single ☐ Double

MANTRA

HOTEL ROOM \$236 ☐ Single ☐ Twin ☐ Double  
1 BEDROOM APARTMENT \$276 ☐ Single ☐ Twin ☐ Double

MEDINA APARTMENT HOTEL JAMES COURT

1 BEDROOM APARTMENT \$215 ☐ Single ☐ Twin ☐ Double  
2 BEDROOM APARTMENT \$285 ☐ Queen/Queen  
☐ Queen/2 Singles

NOVOTEL

STANDARD ROOM \$280 ☐ Single ☐ Twin ☐ Double  
EXECUTIVE ROOM \$315 ☐ Single ☐ Twin ☐ Double

QT HOTEL

STANDARD ROOM \$249 ☐ Single ☐ Twin ☐ Double

WALDORF

STUDIO APARTMENT \$200 ☐ Single ☐ Twin ☐ Double  
1 BEDROOM APARTMENT \$220 ☐ Single ☐ Twin ☐ Double

Please note your credit card details are required to guarantee your room. Neither Conference Co-ordinators nor the hotel will make any charges against your credit card unless you fail to give a minimum of twenty one (21) days notice in writing of your cancellation. All cancellations will be acknowledged in writing by Conference Co-ordinators. Full payment of your account will be required at the time of your departure. The rates quoted are per room per night.

DATE OF ARRIVAL \_\_\_\_\_  
DATE OF DEPARTURE \_\_\_\_\_  
SHARING WITH \_\_\_\_\_  
ESTIMATED TIME OF ARRIVAL \_\_\_\_\_

☐ I understand my credit card details are given as a guarantee of my arrival and to ensure my room will be held until my nominated arrival time. No charge for accommodation will be made against this card unless I fail to give a minimum of twenty one (21) days notice of cancellation in writing to Conference Co-ordinators.

☐ Mastercard ☐ Visa ☐ Amex

CREDIT CARD NUMBER

CARD HOLDERS NAME \_\_\_\_\_

SIGNATURE \_\_\_\_\_

EXPIRY DATE   /

IS THIS A CORPORATE CARD? ☐ YES ☐ NO

Return form to Conference Co-ordinators, PO Box 4994 Chisholm ACT 2905 Email [nga@confco.com.au](mailto:nga@confco.com.au)

ITEM 5 (continued)

ATTACHMENT 2

NGA 2018

National Convention Centre Canberra  
17-20 June 2018

**National General Assembly of Local Government  
Call for Motions Discussion Paper**

**Australia's Future, Make it Local**

The purpose of this discussion paper is to provide guidance to councils for the development of Motions for debate at the 2018 National General Assembly. The paper provides an overview of policy areas in which the NGA has well-established positions and identifies potential new and emerging policy areas which are being developed by ALGA and require detailed consideration. Councils are particularly encouraged to submit Motions on these policy areas.

Highlighting the issues below contributes to implementing ALGA's Strategic Plan 2017-2020 and its objectives to:

- strengthen Local Government in the areas of financial sustainability; delivering services in regional cities; infrastructure; and innovation and digital transformation, as well as,
- facilitating collaboration between state and territory associations in Local Government's role in Indigenous policy issues, scale and capacity; women in Local Government; and diversity in representation.

Criteria for Motions

Motions must meet the following criteria:

- ✓ be **relevant** to the work of local government **nationally**
- ✓ be **consistent with the theme** of the NGA
- ✓ **complement or build** on the policy objectives of your state and territory local government association
- ✓ be submitted by a council which is a **financial member** of their state or territory local government association
- ✓ propose a **clear action and outcome**
- ✓ **not be advanced** on behalf of external third parties that may seek to use the NGA to apply pressure to Board members or to gain national political exposure for positions that are not directly relevant to the work of, or in the national interests of, local government.

Your Opportunity

The primary focus of all Motions should be to strengthen the capacity of local government to provide services and infrastructure in Australia. Providing clear actions within areas that are still emerging provides councils with an opportunity to influence the development of ALGA policy and advocacy by ALGA on federal election commitments.

## ITEM 5 (continued)

## ATTACHMENT 2

### Emerging Issues

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Councils across Australia are constantly being asked to do more with less. Changing community needs, including ageing populations, technological advancements and changing economic circumstances, are a challenge for all communities.

Analysis suggests that a Commonwealth election may well be called between August 2018 and May 2019. The 2018 NGA therefore provides an important opportunity to progress Local Government issues in the Federal agenda. Below are some critical areas in which Local Government needs to consider the role it can in local communities on the national stage. In particular, the 2018 NGA is calling for Motions that provide clear policy advice and/or policy initiatives that will help Local Government to address the following policy challenges:

#### **Housing Affordability**

Housing affordability is a major challenge in many communities. The Commonwealth frequently asserts that housing affordability is a problem because of the supply of housing. As such there has been a focus on planning reform.

Motions are called for on ways to improve housing supply and improve land use planning and associated local government infrastructure to support increased housing supply.

#### **Financial Sustainability – Oppose Cost Shifting**

In 2005 The House of Representatives Inquiry into Cost Shifting from States onto Local Government estimated that cost shifting amounted to between \$500m - 1.4b annually. This includes regulatory and other services that Local Government provided on behalf of states without adequate compensation.

Motions are called for on ways to reduce cost shifting from states and the Commonwealth on to Local Government and on areas of regulatory reform and services that Local Government could provide efficiently and effectively on behalf of states or the Commonwealth if appropriately funded.

#### **Innovation and Digital Transformation – Smart Communities**

Technological advancements are changing the way councils communicate with citizens and deliver services and infrastructure.

Motions are called for on ways to improve the ability of councils to support their community to understand and benefit from digital transformation, ways to improve data, protect privacy and increase security of council-held data.

#### **Harmonising Local Government Data**

National Local Government data is held in a variety of places and is often of variable quality. National advocacy on behalf of Local Government needs a strong evidence base. ALGA has been working with JRA on the State of the Assets project which collects data on the quality and condition of all local government assets. Increasingly, councils are being required to provide data to third parties.

Motions are called for on ways to improve the collection of local government data, how data could be better linked across the sector, and ways to improve the quality of data.



## ITEM 5 (continued)

## ATTACHMENT 2

### Cyber Security

Recent malware attacks have highlighted the vulnerability of business and government computer systems. Strong measures are required to ensure that all Australians and Australian businesses and governments are aware of the risks and take appropriate measures to ensure cyber security.

Motions are called for on ways to improve local government cyber security.

### Environment

Local Government plays a critical role in environmental management, with actions often embedded into other day to day operations as well as included in economic management considerations

Motions are called for on what should be national priorities and on ways to improve environmental management systems, waste management, product stewardship and biodiversity.

### Regional Development

Local Government plays a critical role in regional development, with an active role working with neighbouring councils, industry, state government agencies, community and other key stakeholders to set and achieve regional goals.

Motions are called for on ways to improve regional policy approaches, funding ideas on regional sustainability and equity.

Motions should be lodged electronically using the online form available on the NGA webpage at: [alga.asn.au](http://alga.asn.au). All Motions require, among other things, a contact officer, a clear national objective, a summary of the key arguments in support of the motion, and the endorsement of your Council.

Motions should be received by ALGA no later than **11:59pm on Friday 30 March 2018**.



## ITEM 5 (continued)

## ATTACHMENT 2

### Established ALGA Policy Areas

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#### Financial Assistance Grants

Adequate and appropriate Local Government services and infrastructure are critical to all communities. The Commonwealth Financial Assistance Grants are important to all councils. Success has been achieved in the last 12 months by restoration of the indexation of the Financial Assistance Grants (FAGs). ALGA's priority in this area is to continue advocating for FAGs funding to be increased to a level equal to at least one per cent of commonwealth taxation revenue.



#### Freight Strategy

Local government manages around 75 per cent of Australia's local roads network. These roads were generally built decades ago and today are required to carry increasing amounts of freight, including higher productivity vehicles. Poor and unsafe roads are a barrier to increased productivity. ALGA's priority is the promotion and development of a freight strategy with funding of \$200m per year for five years to address first and last mile access issues, leading to an increase in local, regional and national productivity.



#### Roads to Recovery

The Roads to Recovery Program provides councils with essential additional funding to help address the backlog of maintenance and renewal of local roads. Success was achieved with Roads to Recovery by having the expiration date removed and essentially creating an ongoing program. Further work in this area is being undertaken to ensure Roads to Recovery funding is permanently doubled.



#### Additional Local Roads Funding for South Australia

Additional funding for South Australian local roads to address an anomaly in FAGs ceased in 2014. It was reinstated in 2017–18 but only for two years. The focus is now on securing ongoing additional funding for South Australian local roads, indexed annually in line with FAGs.



#### Climate Change Plans

Many councils are addressing or wish to address climate change. With the important role Local Government can play helping the Australian Government to achieve internationally agreed climate change targets, a priority has been placed on supporting councils to work with local businesses and communities to implement local and regional Climate Change Adaptation Plans.



#### Indigenous

Addressing Indigenous disadvantage across Australia is a priority for all Australian governments. Advocacy is about closing the gap between Indigenous and non-Indigenous Australians in the areas of housing, health, early childhood development, education, economic participation and remote service delivery.



#### Community Infrastructure

Funding support for community infrastructure will enable all local councils to plan and deliver adequate and appropriate community infrastructure. ALGA is urging political parties to commit to specific local government community infrastructure funding at the level of \$300 million per annum over the next four years.



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**6 PROPOSED ALTERATION TO MEMBERSHIP OF COUNCIL'S AUDIT, RISK AND IMPROVEMENT COMMITTEE - COUNCILLOR KIM**

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**Report prepared by:** Manager - Risk, Audit and Governance  
**File No.:** GRP/09/5/13 - BP18/252

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**REPORT SUMMARY**

This report seeks Council's endorsement for an additional Councillor to be appointed as an alternate member to Council's Audit, Risk and Improvement Committee. The Terms of Reference of this Committee call for two Councillor members as well as two alternate Councillor members.

Currently, Councillors Brown and Lane are members of the committee with Councillor Moujalli being the sole alternate member.

Councillor Kim has expressed a desire to fill in the vacant role of the second alternate member and this report recommends Councillor Kim be appointed as an alternate member to Council's Audit Risk and Improvement Committee.

**RECOMMENDATION:**

That Council endorse the membership of Councillor Kim as an alternate member to Council's Audit, Risk and Improvement Committee.

**ATTACHMENTS**

There are no attachments for this report.

Report Prepared By:

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

Report Approved By:

**Roy Newsome**  
**Director - Corporate and Organisational Support Services**

## **ITEM 6 (continued)**

### **Discussion**

This report seeks Council's endorsement for an additional Councillor to the role of alternate member to Council's Audit, Risk and Improvement Committee. The Terms of Reference of this Committee call for the following membership;

- Two Councillor members;
- Two alternate Councillor members;
- Three independent members (recently approved by Council at its meeting on 27 February 2018).

Currently, Councillors Brown and Lane are members of the Committee with Councillor Moujalli being the sole alternate member.

Councillor Kim has attended all of the meetings of the Committee that have been held since his election and has expressed a desire to fill in the vacant role of the second alternate member.

### **Financial Implications**

Adoption of the recommendation will have no financial impact.

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**7 UPDATE ON THE CITY OF RYDE LOCAL PLANNING PANEL**

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**Report prepared by:** Senior Coordinator - Major Development  
**File No.:** GRP/09/5/6/2 - BP18/231

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**REPORT SUMMARY**

The purpose of this report is to update Council on the recently formed City of Ryde Local Planning Panel (formally known as IHAP) under the new provisions of the Environment Planning and Assessment Act 1979.

This report will also be recommending that the Council raise the delegation of the General Manager to approve developments up to value of \$30 million for developments not required to be referred to the Panel for decision.

This change in delegation is necessary following a change to the value of developments to be determined by the Sydney North Planning Panel. Previously the value of developments exceeding \$20 million was dealt with by the Sydney North Planning Panel.

This value has been raised to \$30 million by the Minister for Planning hence Council will accordingly need to raise its delegation to cover this change.

**RECOMMENDATION:**

- (a) That the report on the newly formed City of Ryde Local Planning Panel be endorsed by Council.
- (b) That Council resolve to increase the delegation of the General Manager to determine development applications that do not exceed a capital investment value of \$30 million.

**ATTACHMENTS**

- 1 IHAP Guidelines
- 2 IHAP Terms of Reference
- 3 Code of Conduct for Local Planning Panel Members

Report Prepared By:

**Sandra Bailey**  
**Senior Coordinator - Major Development**

Report Approved By:

**Liz Coad**  
**Acting Director - City Planning and Development**

**ITEM 7 (continued)****Background**

Under recent changes to the Environmental Planning and Assessment Act, 1979, Local Planning Panels (the Panel) have become mandatory for Councils in the Greater Sydney Region and for Wollongong City Council from 1 March 2018.

The Panel will consist of independent experts that determine development applications on behalf of Council as well as provide advice to Council on planning matters.

A local planning panel is not subject to the direction or control of the Council, except in relation to any matter relating to the procedure of the panel that is not consistent with any directions of the Minister under Section 9.1 of the Environmental Planning and Assessment Act, 1979.

**Members of the Panel**

Each Panel is required to comprise the following members:

- The Chair who has expertise in law or in government and public administration;
- Two independent experts with expertise in at least one of the following areas – planning, architecture, heritage, environment, urban design, economics, traffic and transport, law, engineering, tourism or government and public administration; and
- A representative of the local community.

The legislation identifies that the following persons are not eligible to be a member of a Panel:

- A Councillor;
- A property developer; and
- A real estate agent.

The Minister appointed the following Chairs to the Ryde local planning panel:

- Ms Abigail Goldberg – Chair
- Ms Marcia Doheny – Alternate Chair
- Mr Stephen O'Connor – Alternate Chair

### **ITEM 7 (continued)**

The General Manager selected the following independent experts from a pre-selected list of experts to choose from:

- Eugene Sarich
- Russell Olsson
- Ian Stapleton
- Jennifer Bautovich
- Mark Stanahan
- Annelise Tuor

All of the above persons with the exception of Annelise Tuor have accepted the roles.

The community representatives were also selected by the General Manager. This position was publicly exhibited on Council's web page and the local paper. In response Council received a total of 5 expressions of interests for the role. One of these persons was however ineligible due to being associated with a real estate business. The Community Representatives are:

- Bec Ho
- Rob Senior
- Peter Graham OAM
- Donna Gaskill

It should be noted that the Minister requires that the Chairs, independent experts and community representatives be rotated for each meeting. This is to ensure open, and transparent governance and to minimise opportunities for corruption to occur.

It is also required that there will be at least one Chair, two experts, and one community representative at each meeting.

### **Functions of the Panel**

The functions of the Panel provide for it to determine development applications and any modifications of development consent in accordance with the direction issued by the Minister to Council under Section 9.1 of the Environmental Planning and Assessment Act.

The direction does allow for Council to make arrangements for the determination of applications for the modification of development consents by either the local planning panel or council staff.

Modifications of development consent are divided into 3 categories:

- Modifications involving minor error, errors in description or miscalculation
- Modification involving minimal environmental impact
- Other modifications.



**ITEM 7 (continued)**

The modifications involved in the first two categories are relatively minor and most likely these be determined by Council staff, under their delegation. Any other modification submitted to Council under Section 4.55(2) should be determined by the Panel. This approach is consistent with the procedures for the Sydney North Planning Panel.

The types of development applications to be determined by the Panel include:

- 1) **Conflict of interest** – Development for which the applicant or land owner is:
  - a) the council
  - b) a councillor
  - c) a member of council staff who is involved in exercising council's functions under the Environmental Planning & Assessment Act 1979
  - d) a member of Parliament (either the Parliament of NSW or Federal)
  - e) a relative (within the meaning of the Local Government Act 1993) of a person referred to above.

Note: certain development applications such as signage, maintenance or internal alterations to a heritage item and minor building works are excluded from this category.

- 2) **Contentious Development** – Development that:
  - a) In the case of council having an approved submission policy – is the subject of the number of submissions set by that policy, or
  - b) In any other case – is the subject of 10 or more unique submissions by way of objection

An approved submission policy is a policy prepared by council and approved by the Secretary of the Department of Planning and Environment which details the circumstances in which a local planning panel or council staff should exercise the consent authority functions of the council, based on the number and nature of submissions received about development.

Council does not have an approved submissions policy accordingly part b) of the above is relevant and only development applications that receive 10 submissions will be referred to the Panel.

- 3) **Departure from Development Standards** – Development that contravenes a development standard imposed by an environmental planning instrument by more than 10% or non-numerical development standards.



**ITEM 7 (continued)****4) Sensitive Development –**

- a) Designated development
- b) Development to which *State Environmental Planning Policy No 65 – Design Quality of Residential Apartment Development* applies.
- c) Development involving the demolition of a heritage item.
- d) Development for the purposes of new licenced premises, that will require one of the following liquor licences:
  - i. A club licence under the *Registered Clubs Act 1976*,
  - ii. A hotel (general bar) licence under the *Liquor Act 2007*, or
  - iii. An on-premises licence for public entertainment venues under the *Liquor Act 2007*.
- e) Development for the purpose of sex services premises and restricted premises.
- f) Development applications for which the developer has offered to enter into a planning agreement.

- 5) **Planning Proposals** – The Panel cannot determine Planning Proposals. The existing Gateway process requiring Council decision will remain. Panels will however be required to assess and provide planning advice in respect of any planning proposal that has been prepared or is to be prepared by the Council after 1 June 2018 in accordance with the direction issued by the Minister under Section 9.1 of the Act.

**Guidelines for the Panel Meetings**

Council is required to provide staff and facilities for the purpose of enabling the Panel to exercise its function. All panel meetings will be held in the Council chambers, be webcast and will occur on the second Thursday of each month commencing on 12 April 2018. Site inspections will be conducted between 2.00pm and 4.00pm on the day of the meeting with the public meeting commencing at 5.00pm. It is anticipated that these meetings will be finished by 8.00pm although this may vary depending on the level of public participation for each application.

People who wish to speak at the Panel meeting in respect to a particular item on the agenda will be required to register with council by 12 midday the day before the meeting takes place. Speakers will be given 3 minutes to speak. The Chair will be able to exercise discretion to allow an extension of time. The Panel members will be able to ask questions or seek clarification for any speaker. These procedures are consistent with how the previous Planning and Environment Committee worked.

Schedule 2 of the Environmental Planning and Assessment Regulations make provisions for the procedures of panels in exercising their functions. These procedures have been incorporated into the following two documents which have been provided for Council's information.

**ITEM 7 (continued)**

- *Guidelines of the City of Ryde Council Local Planning Panel 2018 (ATTACHED)*. This document outlines the procedures that the Panel will follow for site inspections as well as Panel meetings.
- *City of Ryde Council Local Planning Panel Terms of Reference (ATTACHED)*. This document specifies the functions of the Panel, membership as well as procedures.

**Code of Conduct**

Each member of the Panel must undertake their duties in the execution of the functions of the Panel in accordance with the Code of Conduct (**ATTACHED**) that has been prepared by the Department of Planning and Environment. The Chair is responsible for ensuring that the Panel discharges its responsibilities including addressing any matters that arise in respect to the Code of Conduct.

**Staff Delegations**

In respect to development applications, The Department have removed the value thresholds as a criterion. Originally, any development application that was over \$5 million would have been required to be referred to the Panel.

In changes that occurred to the Environmental Planning and Assessment Act, 1979, the new Capital Investment Value (CIV) threshold for development applications to be forwarded to the Regional Sydney North Planning Panel (SNPP) has changed effective 1 March 2018. It is now \$30 million instead of \$20 million.

The General Manager currently has a Council delegation to determine developments to \$20 million. The change in value for developments to be referred to the Regional Sydney North Planning Panel would thus mean that development applications that are greater than \$20 million but less than \$30 million would need to be referred to the new Panel (under any scenario) unless the Council staff delegation was lifted. Therefore, as a matter of urgency this report recommends that Council increase the delegations to the General Manager to \$30 million to determine development applications. This would allow the General Manager to determine development applications that have a Capital Investment Value of less than \$30 million and that don't qualify for submissions to the Panel.

**Financial Implications**

Council is required to cover all costs associated with the operation of the Panel. The Minister has directed that members of the local planning panel are to be paid the following remuneration:

- Chair or the alternate of the Chair – \$2000 plus GST per meeting and \$285 per hour for business that is undertaken outside of meetings. This includes preparation for the meeting and it estimated that this may take up to 4 hours.

**ITEM 7 (continued)**

- Independent experts - \$1500 plus GST per meeting and \$214 per hour for business that is undertaken outside of meetings. (This would be equivalent to a maximum of 4 hours).
- Community Representatives - \$1000 plus GST per meeting and \$71 per hour for business that is undertaken outside of meetings. (This would be equivalent to a maximum of 4 hours).

Panel members are also entitled to their reasonable travel and out of pocket expenses.

Other costs in respect of the Panel include the bus hire for site inspections and catering.

It is estimated that the total cost will be approximately \$230,000 per year for the Panel to operate.

This cost includes the recruitment of one full-time panel secretariat and required payments to panel members and other incidentals.

The Panel Secretariat will be a dedicated resource who is required to:

- Coordinate the delivery and operation of the Local Planning Panel (LPP)
- Deliver administrative support services to LLP members and stakeholders including managing membership of the Panel, arranging and organising Panel meetings and playing a key customer service role with the Chair, other Panel members, Council staff, applicant and the public.
- Collate and distribute a range of documents including development applications, assessment reports, records and minutes as required by the LPP.
- Provide advice on internal and external stakeholder enquiries to ensure timely information related to processes and procedures, status of matters before the Planning Panels and determination of matters.
- Administer the coordination of travel arrangements, meeting and venue logistics and assist in the processing of expense claims and payments for Panel members.
- Provide administrative support for Council and other Committee meetings.

This cost can be funded from Council's recurrent general revenue in the Council's 17/18 Operational Plan and ongoing in the Draft 2018/19 Operational Plan within the Council's 4 Year Service Delivery Plan.

**ITEM 7 (continued)****Options**

1. That recommendation b) read '*That Council resolve to increase the delegation of the General Manager to determine development applications that do not exceed a capital investment value of \$30 million*'. This is the preferred option.
2. That recommendation b) read '*That Council resolve not to change the General Manager's current delegation to approve developments with the value of up to and including \$20 million*'. This would mean that any development falling between \$20 million and \$30 million would have to be referred to City of Ryde Local Planning Panel. This is not the preferred option and would unnecessarily refer developments in that value back to the Panel and inevitably delay determination times.

ITEM 7 (continued)

ATTACHMENT 1



## Guidelines of the City of Ryde Council

### Local Planning Panel 2018

These guidelines are issued pursuant to the Charter of the Council of City of Ryde Local Planning Panel (the Panel). They shall remain in force in their present form unless amended and may be periodically reviewed.

#### Before the public meeting

1. Agendas for the Panel meetings will be made publicly available on Council's website at least 5 days prior to the meeting.
2. Where a Development Application or Planning Proposal is to be referred to the Panel, Council will, in writing, notify the applicants and all those who have made a submission, of this intention a minimum of five (5) business days prior to the meeting. The notification will include details of the proposed meeting date and procedures to address the Panel. Council will also ensure that its website is updated at least five (5) business days prior to the meeting.
3. Any applicants, objector, supporter or resident wishing to address the Panel at any meeting of the Panel must register with the Panel Secretariat by completing the form "Application to Address the City of Ryde Local Planning Panel" and return it via email by 12 midday on the day before the meeting. The form is available on Council's website at <http://www.ryde.nsw.gov.au/XXX>
4. Unless the Panel otherwise permits, any such person must have already lodged a written submission on the subject development application or planning proposal OR must, no later 24 hours prior to the meeting, provide a written summary (no longer than one A4 page) outlining the issues they wish to address the Panel about. Documents, plans, etc, which have not been submitted as outlined above will not be received or considered by the Panel at the meeting. Any materials to support their submission will be sent by Council to the Panel members the day before the meeting.
5. At no point is a member of the public be that any applicant, objector, supporter or resident, to contact any member of the Panel outside the Public Meeting/Site Inspection process that occurs on the days of the meeting. Any attempt to contact a Panel member will be reported to the General Manager in writing.

#### Site Inspections

6. Site inspections are to be held ordinarily in respect to each matter that is to come, before any meeting of the Panel or when otherwise considered necessary by the Panel. Site inspections will not take place except as a Panel, and will so far as practicable, be held on the same day as the meeting of the Panel at which the particular matter is to be considered.
7. Council staff with appropriate and relevant expertise will accompany the Panel on site inspections.
8. Site inspections are not to be used for lobbying, but as a means of procuring probative material for the purpose of good administrative decision making. Site inspections are for the Panel

Adopted by Council XXX DATE



## ITEM 7 (continued)

## ATTACHMENT 1

members to acquaint themselves with the site and relevant issues. Conversations will not be entered into except in clarification through the Chairperson. The Panel is not to receive or invite formal presentations or submissions at site meetings. All presentations and submissions are to occur only in the formal Panel meeting.

### Role of the Chair

9. The Chair is responsible for the management of the Panel's functions and operations, including managing conflicts of interests.
10. The Chair is to preside over Panel meetings or other Panel business.
11. The Chair is to ensure that the Panel fully discharges its responsibilities under the EP&A Act, these operational procedures, any other directions from Council and under the code of conduct for local panel members in a timely manner.
12. The Chair is responsible for the good and orderly conduct of the panel meetings and may do all things and take all steps necessary to control the good and orderly conduct of any meeting of the panel or site inspection carried out by the panel in the performance of its functions.

### Role of the Alternate Chairs

13. Alternate Chairs have the same role as the Chair when presiding over a panel meeting or other Panel business.


### The Public Meeting

14. A Public Meeting of the Panel will be held on a monthly basis. This meeting will occur on the second Thursday of each month and commence at 5pm.
15. The General Manager may call an extraordinary meeting or cancel a Panel meeting.
16. Speakers at the public hearing of the Panel will be heard in the following order:
  - a) Any objectors or other persons who wish to make submissions or representations;
  - b) The applicants or the applicants' representative;
  - c) Through the chairperson, if a Panel Member wishes to clarify any matter with the speaker or Council Officer.
17. Unless the Panel otherwise permits, no applicants, objector, supporter or resident who addresses the Panel may speak for more than three (3) minutes in respect to any one matter. The Chairperson is to exercise discretion and allow for an extension of time, subject to the general agreement of the Panel, as required to ensure that all issues are properly considered. It is acknowledged that this discretion may be exercised more frequently at site inspections; it is not required to obtain general agreement of the Panel in this instance.
18. Where a nominated speaker is to represent a group of residents with a common interest or issue, or is to speak on behalf of a community group, the Panel, in its absolute discretion, may allow additional time for an oral presentation of no more than three (3) additional minutes.

Adopted by Council XXX DATE

**ITEM 7 (continued)**

**ATTACHMENT 1**

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19. With a view to discharging its responsibilities in a timely manner, the Panel may, in its absolute discretion, but otherwise fairly and consistently, impose time limits on presentations by persons other than the members of the Panel. Where, at any public meeting, there are a large number of objectors with a common interest, the panel may, in its absolute discretion, hear a representative of those persons.
  20. The Panel is not bound by the rules of the evidence and may inquire into and inform itself on any matter, in such manner as it sees fit, subject to the rules of natural justice and procedural fairness.
  21. Following the address from the applicants, objectors, supporters and residents for all matters scheduled for that meeting, the Panel will move to a closed session to deliberate for the express purpose of deciding upon its findings, conclusions and decisions. There is no further opportunity for debate from members of the public or the applicant and/or their representatives and speakers are not allowed to enter into unsolicited comment or argument with the Panel.
  22. Determinations and any relevant decision of the Panel will be by a majority of votes of Panel Members present at a meeting and entitled to vote. If votes are tied, the Chairperson will have the casting vote. Voting (including the names and vote of each Panel member when the vote is not unanimous) is to be documented for the public record.
  23. Should the Panel resolve to request additional information or seek amendment to the application, the Panel may defer the application, providing a written request to the applicant with the reasons for deferral; a copy of which will be made publicly available on Council's website the following day. Where the Council has resolved that the amended drawings do not require exhibition, the matter will be referred to the Chair to decide if the matter can be determined electronically with the report and recommendations made available on Council's website. In all other cases, objectors will be invited to a subsequent Panel meeting upon receipt of amended/additional plans and documentation from the applicant.
  24. Should the Panel resolve to approve an application, The Panel shall provide consent conditions. The conditions may be based on the assessment officer's recommended conditions but may also add, delete or change conditions as considered necessary as part of the decision. Where the Panel goes against the officer's recommendation, the Panel must state the reasons.
  25. If the Panel resolves to approve an application against the officer's recommendation, the application will need to be deferred for Council officers to prepare draft conditions of consent. Following consideration of draft conditions by all Panel members, the application may subsequently be determined by electronic means.
  26. In the event that the Panel determines an application contrary to the officer's recommendation, the Panel will publish its reasons for that decision.
  27. All members of the Panel present at the meeting must sign the Determination and Statement of Reasons (minutes). Where one or two members are in dissent, they must still sign, as the reasons will set out their dissenting views.

**After the Public Meeting**

28. Minutes of the Panel are to be made publicly available within three business days following the meeting.

Adopted by Council XXX DATE

**ITEM 7 (continued)**

**ATTACHMENT 1**

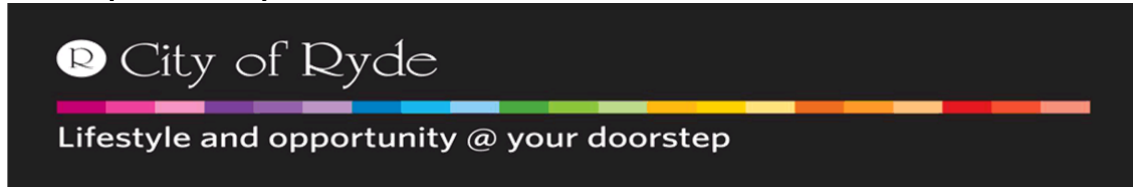
29. The applicant will be provided with a notice of the decision or determination made by the Panel. Those parties which have made written submissions will also be made aware of the decision in writing.

Adopted by Council XXX DATE



**ITEM 7 (continued)**

**ATTACHMENT 2**



**City of Ryde Council Local Planning Panel**

**Terms of Reference**

The purposes of these Terms of Reference are:

- To define the function of the local planning panel and provide a complementary framework to the Code of Conduct in relation to the responsibilities of Local Planning Panel members;
- To provide procedures for the orderly and effective conduct of the Local Planning Panel meetings;
- To outline practices that ensure determinations made by the Local Planning Panel have legal effect and are within the scope of their powers;
- To ensure the transparency and openness of all Local Planning Panel meetings.

**Owner:** City Planning & Development

**Review date:**

**Version:**

Drafted	Published	Commencement
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## ITEM 7 (continued)

## ATTACHMENT 2

Draft endorsed by Executive Team at its meeting of	Website and Policy Register	
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### Definitions

**"The Act"** means the Environmental Planning and Assessment Act (1979)

**"The Code"** means the Code of Conduct for Local Planning Panel Members prepared by the Department of Planning and Environment.

**"Council"** means the Council of the City of Ryde.

**"The Panel"** means the City of Ryde Council Local Planning Panel (the Panel)

Except as otherwise provided, expressions used in this document that are defined in the Act have the meanings set out in the Act.

### 1. Functions of the City of Ryde Independent Hearing and Assessment Panel

**1.1** The City of Ryde Council Panel has delegated authority to determine planning matters in accordance with all the functions of a council as consent authority under the for the following matters:

- Any development application and applications for modification of development consent in accordance with the Direction under Section 9.1 of the Act.

**1.2** To assess and determine (ie: approve or refuse) applications referred to the Panel. The Panel may defer an application or proposal in order to:

- Seek additional information fundamental to the determination of the proposal and which has not previously been requested by Council staff.
- Seek a mediation meeting relating to specific aspects of the application or proposal as identified and minuted by the Panel.
- Seek amendments to the application or proposal as specified by the Panel.

**1.3** To assess and provide planning advice in respect of any planning proposal that has been prepared or is to be prepared by the Council after 1 June 2018 in accordance with the Direction under Section 9.1 of the Act.

**1.4** To achieve planning and development outcomes consistent with the Ryde Local Environmental Plans, Development Control Plans, and any relevant legislation.

**1.5** To provide independent, transparent review of development applications and planning proposals in relation to the City of Ryde's Local Environmental Plan, Development Control Plans, and any relevant legislation.

## ITEM 7 (continued)

## ATTACHMENT 2

### 2. Membership of the Panel

2.1 The members of the Panel are to be in accordance with Section 2.18 of the Act.

2.2 The position of the Chair for each meeting will be determined in consultation with the Chair appointed by the Minister for Planning.

2.3 Panel members shall be selected for each meeting by the Director City Planning and Development from the membership pool of experts and community representatives. These members are to be regularly rotated.

2.4 One community representative member will be present for each meeting. This member will represent the entire City of Ryde area regardless of which ward the member is from.

2.5 The membership pool for the Panel is to be appointed by the General Manager for a minimum term of three years. A member may be eligible re-appointment however a member may not hold office as a member of that panel for more than 6 years in total.

2.6 Casual vacancies in the membership pool are to be appointed by the General Manager where there is greater than six months remaining in the original three year term.

2.7 Expressions of Interest shall be sought from prospective members and evaluated in accordance with Council's Procurement Policy.

2.8 Members are required to sign a Memorandum of Understanding (Schedule 1) prior to, and for, each term of the membership pool.

2.9 Membership of the Panel ceases in accordance with Section 7 of Schedule 4B of the *Environmental Planning and Assessment Act, 1979*.

2.10A Panel member may be removed as a member in accordance with Section 7 of Schedule 4B of the *Environmental Planning and Assessment Act, 1979*.

### 3. Member Responsibilities

3.1 Panel members must undertake their duties in the execution of the functions of the Panel in accordance with the Code of Conduct prepared by the Department of Planning and Environment.

3.2 Panel members or any of their employees or agents do not act as the legal representatives, agents, joint venturers, or partners of Council or the City of Ryde; nor can they assume or create any obligations, representations, or warranties on behalf of the Council beyond the execution of their delegations in the determination of development applications or planning proposals.

3.3 Panel members must have read and be familiar with the documents provided by Council with respect to a Panel meeting prior to attending that meeting.

## ITEM 7 (continued)

## ATTACHMENT 2

3.4 No Panel member may make any comment to the media in relation to any matter before the Panel or any recommendation of the Panel.

3.5 Any Conflicts of Interest are to be managed in accordance with the Code of Conduct.

### 4. Procedures

#### 4.1 Role of the Chair

- 4.1.1 The Chair is responsible for the management of the panel's functions and operations, including managing conflicts of interests.
- 4.1.2 The Chair is to preside over panel meetings or other panel business.
- 4.1.3 The Chair is to ensure that the Panel fully discharges its responsibilities under the EP&A Act, these operational procedures, any other directions from Council and under the Code of Conduct for local panel members in a timely manner.
- 4.1.4 The Chair is responsible for the good and orderly conduct of the panel meetings and may do all things and take all steps necessary to control the good and orderly conduct of any meeting of the panel or site inspection carried out by the panel in the performance of its functions.

#### 4.2 Role of the Alternate Chair

- 4.2.1 Alternate Chairs have the same role as the Chair when presiding over a panel meeting or other Panel business.

#### 4.3 Meeting Procedures

- 4.3.1 The Panel is not bound by the rules of evidence and may inquire into and inform itself on any matter, in such manner as it thinks fit, subject to the rules of natural justice and procedural fairness.
- 4.3.2 The Panel is to act with as little formality as the circumstances of the case permit and according to equity, good conscience and the substantial merits of the case without regard to technicalities or legal forms.
- 4.3.3 The Panel must give reasonable notice to the public of the time and place of its meeting. This must be through the website used by the Panel. Meeting agendas are to be made publicly available on Council's website five (5) business days preceding the meeting. Applicants and those persons who made submissions are to be notified at least five (5) business days preceding the meeting.
- 4.3.4 Panel Meetings shall be open to the public. However, a meeting or part of a meeting may be closed to the public where it concerns information:
  - a) that would prejudice the maintenance of law if disclosed;
  - b) that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege;
  - c) that would confer a commercial advantage if disclosed; or

**ITEM 7 (continued)**

**ATTACHMENT 2**

- d) that would fall within the scope of Section 10A of the Local Government Act NSW.
- 4.3.5 The reason for which a meeting or part of a meeting is closed must be stated in the decision to close that part of the meeting and must be recorded in the minutes of the meeting.
- 4.3.6 The Panel must allow members of the public and the applicant or the applicant's representatives to make representations at the meeting. A person may only address the Panel after having registered to do so in advance and in a form and manner specified by Council. Those wishing to address the Panel may submit a written summary or supporting photographs amounting to a document no more than one A4 page (two sided). Registrations to speak and any related documentation (including supporting information) must be submitted to the Council no later than 12 noon on the day prior to the Panel meeting.
- 4.3.7 Speakers at the public hearing of the Panel will be heard in the following order:
- a) Any objectors or other persons who wish to make submissions or representations;
  - b) The applicants or the applicants' representative;
  - c) Through the chairperson, if a Panel Member wishes to clarify any matter with the speaker or Council Officer.
- 4.3.8 Speakers are afforded three (3) minute timeslots to address the Panel in respect to any one matter. The Chair is to exercise discretion and allow for an extension of time, subject to general agreement of the Panel, as required to ensure that all issues are properly considered. In addition to the three (3) minute timeslot, the Panel members may ask speakers questions. Speakers are under no obligation to answer any questions posed by the Panel.
- 4.3.9 Where a nominated speaker is to represent a group of residents with a common interest or issue, or is to speak on behalf of a community group, the Panel, in its absolute discretion, may allow additional time for an oral presentation of no more than three (3) additional minutes.
- 4.3.10 Following the address from the applicants, objectors, supporters and residents for all matters scheduled for that meeting, the Panel will move to a closed session to deliberate for the express purpose of deciding upon its findings, conclusions and decisions. There is no further opportunity for debate from members of the public or the applicant and/or their representatives.
- 4.3.11 Should the Panel resolve to request additional information or seek amendment to the application, the Panel may defer the application, providing a written request to the applicant with the reasons for deferral; a copy of which will be made publicly available on Council's website the following day. Where the Council has resolved that the amended drawings do not require exhibition, the matter will be referred to the Chair to decide if the matter can be determined electronically with the report and recommendations made available on Council's website. In all other cases, objectors will be invited to a subsequent Panel meeting upon receipt of amended/additional plans and documentation from the applicant.



**ITEM 7 (continued)**

**ATTACHMENT 2**

- 4.3.12 Where a quorum for a meeting or other business is not present the meeting or other business is to be deferred.

**4.4 Site Inspections**

- 4.4.1 Site inspections are to be held ordinarily in respect to each matter that is to come, before any meeting of the Panel or when otherwise considered necessary by the Panel. Site inspections will not take place except as a Panel, and will so far as practicable, be held on the same day as the meeting of the Panel at which the particular matter is to be discussed.
- 4.4.2 Council staff with appropriate and relevant expertise will accompany the Panel on site inspections.
- 4.4.3 Site inspections are not to be used for lobbying, but as a means of procuring probative material for the purpose of good administrative decision making. Site inspections are for the Panel members to acquaint themselves with the site and relevant issues. Conversations will not be entered into except in clarification through the Chairperson.

**4.5 Determinations and Decisions**

- 4.5.1 Each panel member is entitled to one vote, unless otherwise disqualified to vote in accordance with the Code of Conduct. However, the Chair presiding over the meeting has a second, casting vote in the event that votes are tied.
- 4.5.2 Determinations and any relevant decision of the Panel shall be made by a majority of votes of members present and voting. In the event of a tied vote the Chair will have the casting vote.
- 4.5.3 Voting is to be recorded for the public record by way of division.
- 4.5.4 All members of the Panel present at the meeting must sign the Determination and Statement of Reasons (minutes). Where one or two members are in dissent, they must still sign, as the reasons will set out their dissenting views.
- 4.5.5 Minutes of Panel meetings must be kept in accordance with the requirements for Committee Meetings specified in Council's Code of Meeting Practice.
- 4.5.6 Minutes of the Panel are to be made publicly available the next business day following the meeting.
- 4.5.7 The applicant will be provided with a notice of the decision or determination made by the Panel. Those parties which have made written submissions will also be made aware of the decision in writing.

**ITEM 7 (continued)**

**ATTACHMENT 2**

**Schedule 1 – Memorandum of Understanding – City of Ryde Council Local Planning Panel**

I \_\_\_\_\_ hereby accept appointment to the Panel on the following terms and conditions.

1. I confirm I have read the Code of Conduct and acknowledge that I am a 'delegate of Council' for the purposes of the Code and agree to act in accordance with the Code.
2. I confirm that I have read and understood the City of Ryde Independent Hearing and Assessment Panel Terms of Reference and agree to act in accordance with the terms set out therein.
3. I acknowledge and accept that if I have a pecuniary interest or a conflict of interest as defined in the Code of Conduct in relation to any matter before me as a Panel member then:
  - I will immediately disclose the nature of the interest prior to the Panel's consideration of the matter.
  - Unless otherwise permitted under the Code of Conduct, I will not be present during the Panel's consideration of the matter.
4. I accept and understand that the business of the Panel is subject to the provisions of the Environmental Planning and Assessment Act (1979) and I will not disclose or misuse any information provided to me as a member of the City of Ryde Independent Hearing and Assessment Panel.
5. I acknowledge and agree that my appointment begins on \_\_\_\_\_ and ends on \_\_\_\_\_.
6. I accept that the term of my appointment is renewable by Council at its absolute discretion.
7. I acknowledge and agree that the City of Ryde may terminate my appointment to the Panel by notice in writing at any time.

**Panel Member**

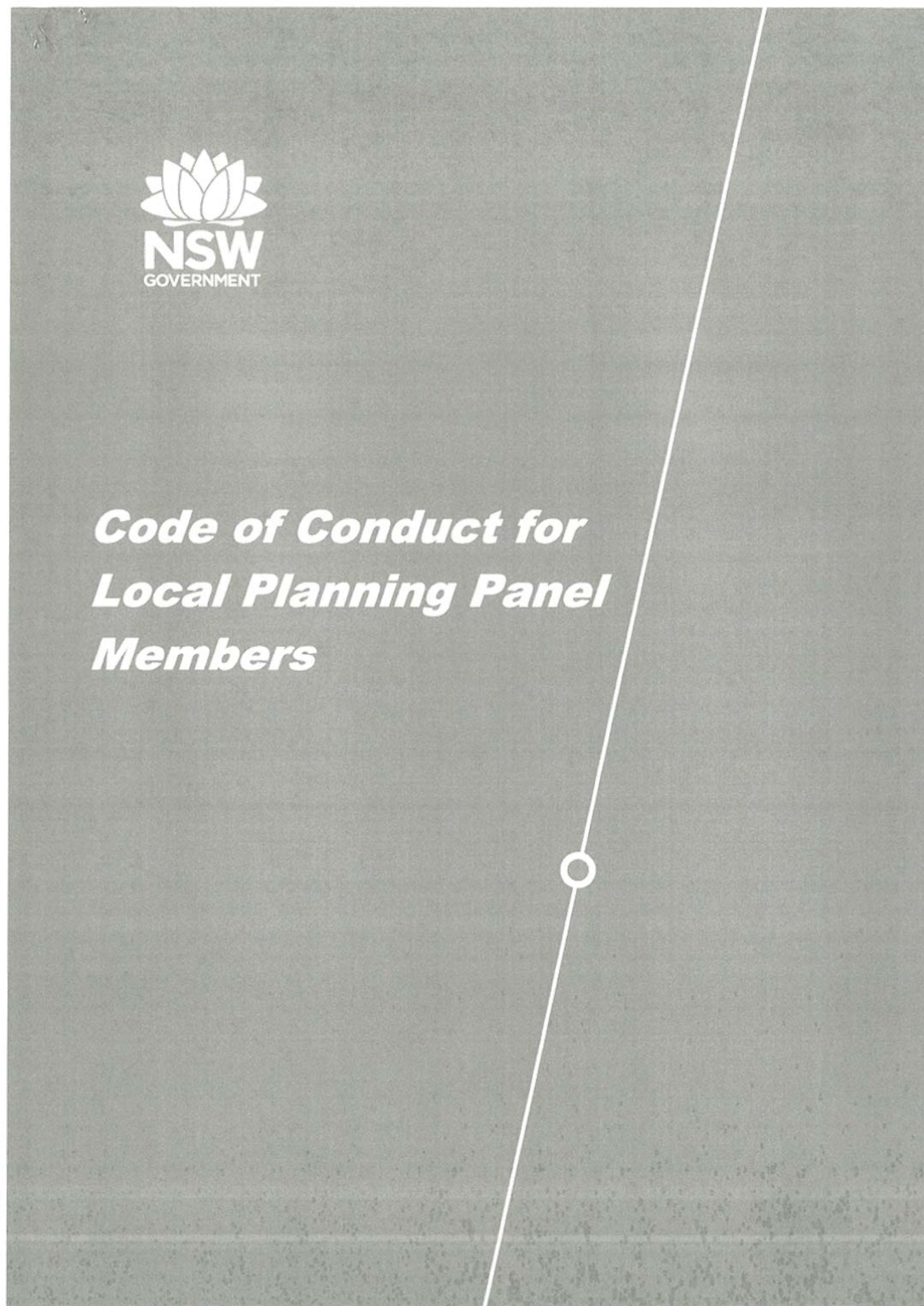
Signed \_\_\_\_\_ Date \_\_\_\_\_

**General Manager**

Signed \_\_\_\_\_ Date \_\_\_\_\_

**ITEM 7 (continued)**

**ATTACHMENT 3**





**ITEM 7 (continued)**

**ATTACHMENT 3**

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**ITEM 7 (continued)**

**ATTACHMENT 3**

**Part 1 – Introduction**

This code of conduct has been approved by the Minister for Planning (the Minister) for members of Local Planning Panels (panels) under clause 28 of Schedule 2 of the *Environmental Planning and Assessment Act 1979* (EP&A Act).

This code is based on the *Model Code of Conduct for Local Councils in NSW* where it would apply to panel members.

Panels are independent panels appointed by councils. Their main functions are to determine development applications and to provide advice on planning proposals. Panels are not subject to the direction or control of the council, except on matters relating to procedures of the panel or the time within which it is to deal with a matter (unless these directions are inconsistent with a direction of the Minister). Panels are subject to any directions made by the Minister under section 9.1 of the EP&A Act.

Failure by a panel member to comply with this code is the responsibility of councils to address. In cases of serious breaches council has the option to remove a panel member from office (clause 16 of schedule 2 of the EP&A Act).



**ITEM 7 (continued)**

**ATTACHMENT 3**

**Part 2 – Definitions**

In the Code the following definitions apply:

EP&A Act	<i>Environmental Planning and Assessment Act 1979</i>
LG Act	<i>Local Government Act 1993</i>
code	means the Code of Conduct for Local Planning Panels
conflict of interest	a conflict of interest exists where a reasonable and informed person would perceive that you could be influenced by a private interest when carrying out your public duty
councillor	any person elected or appointed to civic office, including the mayor
conduct	includes acts and omissions
Panel	Local Planning Panel
Panel Member	member of a local planning panel, including the chair, independent expert members, community representatives and alternates
personal information	information or an opinion about a person whose identity is apparent, or can be ascertained from the information or opinion



**ITEM 7 (continued)**

**ATTACHMENT 3**

**Part 3 – General Conduct Obligations**

General conduct

- 3.1 You must not conduct yourself in carrying out your functions in a manner that:
- a) is likely to bring the council, the panel or other council officials into disrepute
  - b) is contrary to statutory requirements or the council's administrative requirements or applicable policies
  - c) is improper or unethical
  - d) is an abuse of power
  - e) causes, comprises or involves intimidation or verbal abuse
  - f) involves the misuse of your position to obtain a personal benefit
  - g) constitutes harassment or bullying behaviour under this code, or is improperly discriminatory.
- 3.2 You must act lawfully and honestly, and exercise a reasonable degree of care and diligence in carrying out your functions under the EP&A Act, LG ACT, or any other Act.
- 3.3 You should attend all meetings of the panels, which require your attendance, as far as possible, and allow necessary time to prepare for meetings. Where possible you should provide a three-day notice for non-attendance.

Fairness and equity

- 3.4 You must consider issues consistently, promptly and fairly. You must deal with matters in accordance with established procedures, in a non-discriminatory manner.
- 3.5 You must take all relevant facts known to you, or that you should be reasonably aware of, into consideration and have regard to the particular merits of each case. You must not take irrelevant matters or circumstances into consideration when making decisions.
- 3.6 An act or omission in good faith, whether or not it involves error, will not constitute a breach of clause 3.4 or 3.5.

Harassment and discrimination

- 3.7 You must not harass or improperly discriminate against others, and you must not support anyone who harasses or improperly discriminates against others. This includes, but is not limited to, harassment or discrimination on the grounds of sex, pregnancy, age, race, marital status, disability, sexuality, political or other affiliation. It also includes discrimination against those who are carers, those who identify as transgender persons, and those who have infectious diseases.
- 3.8 For the purposes of this code, "harassment" is any form of behaviour towards a person that is:
- a) not wanted by the person
  - b) offends, humiliates or intimidates the person, and
  - c) creates a hostile environment.



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Bullying

- 3.9 You must not engage in bullying behaviour.
- 3.10 For the purposes of this code, "bullying behaviour" is any behaviour in which:
- a) a person or a group of people repeatedly behaves unreasonably and
  - b) the behaviour creates a risk to health and safety.
- 3.11 Bullying behaviour may involve, but is not limited to, any of the following types of behaviour:
- a) aggressive or intimidating conduct
  - b) belittling or humiliating comments
  - c) spreading malicious rumours
  - d) teasing, practical jokes or 'initiation ceremonies'
  - e) exclusion from work-related events
  - f) unreasonable work expectations, including too much or too little work, or work below or beyond a worker's skill level
  - g) displaying offensive material
  - h) pressure to behave in an inappropriate manner.
- 3.12 Reasonable management action carried out in a reasonable manner does not constitute bullying behaviour for the purposes of this code. Examples of reasonable management action may include, but are not limited to:
- a) performance management processes
  - b) disciplinary action for misconduct
  - c) informing a worker about unsatisfactory work performance or inappropriate work behaviour
  - d) directing a worker to perform duties in keeping with their job
  - e) maintaining reasonable workplace goals and standards.

Work health and safety

- 3.13 You have statutory duties under the *Work Health and Safety Act 2011* (WH&S Act). You must comply with your duties under the WH&S Act and your responsibilities under any policies or procedures adopted by the council to ensure workplace health and safety. Specifically, you must:
- a) take reasonable care for your own health and safety
  - b) take reasonable care that your acts or omissions do not adversely affect the health and safety of other persons
  - c) comply, so far as you are reasonably able, with any reasonable instruction that is given to ensure compliance with the WH&S Act and any policies or procedures adopted by the council, or panel to ensure workplace health and safety



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- d) cooperate with any reasonable policy or procedure of the council, or panel relating to workplace health or safety that you have been notified of
- e) report accidents, incidents and near misses to the panel chair and take part in any incident investigations.

Land use planning, development assessment and other regulatory functions

- 3.14 You must ensure that land use planning, development assessment and other regulatory decisions are properly made, and that all parties are dealt with fairly. You must avoid any occasion for suspicion of improper conduct in the exercise of land use planning, development assessment and other regulatory functions.
- 3.15 In exercising land use planning, development assessment and other regulatory functions, you must ensure that no action, statement or communication between yourself and others conveys any suggestion of willingness to improperly provide concessions or preferential or unduly unfavourable treatment.
- 3.16 You must not approach an applicant or proponent, a consultant representing an applicant or a proponent or an objector.
- 3.17 If you are approached by an applicant or proponent, their consultant or an objector, you must not discuss any application which is either before the panel or will come before the panel at some future time, except during a panel meeting where the application forms part of the agenda and the applicant or proponent, their consultant or an objector has a right to be heard by the panel.
- 3.18 You must disclose in writing to the panel chair any efforts made to lobby you by any persons, including councillors, property developers or real estate agents.
- 3.19 The chair must report these disclosures to the council's general manager. If the approach has been made by the general manager the chair must report these disclosures to the Office of Local Government.
- 3.20 If you are the chair of the panel and you have been approached, then you must disclose this to the general manager. If the approach has been made by the general manager you must report this disclosures to the Office of Local Government.

Note: Reporting of these disclosures must be included in the regular activity reports provided by the council to the Department of Planning and Environment (Planning Panels Secretariat).

Obligations in relation to meetings

- 3.21 You must comply with rulings by the panel chair at panel meetings, or site inspections.
- 3.22 You must not harass the panel chair, council officials or any members of the public present during panel meetings or other proceedings of the council.
- 3.23 You must not engage in conduct that disrupts panel meetings, or that would otherwise be inconsistent with the orderly conduct of meetings.



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**Part 4 – Conflicts of Interest**

What is a conflict of interest

- 4.1 A conflict of interests includes:
- a) an 'actual' conflict of interests, which is where there is a direct conflict between your duties and responsibilities as a panel member and your private interests or other duties
  - b) a 'potential' conflict of interests, is where your duties and responsibilities as a panel member could conflict in the future with your private interest or other duties
  - c) a 'reasonably perceived' conflict of interests, is where a person could reasonably perceive that your private interests or other duties are likely to improperly influence the performance of your duties as a panel member, whether or not this is in fact the case
  - d) Private interests can be of two types: pecuniary or non-pecuniary.
- 4.2 Panel members must avoid or appropriately manage any conflicts of interests. The onus is on the individual panel member to identify a conflict of interests and take appropriate action.
- 4.3 Any conflicts of interests must be managed to uphold the probity of panel decision making. When considering whether or not a conflict of interests exists, panel members should consider how others would view their situation.

Management of conflicts

- 4.4 Where possible, the source of the conflict of interest should be removed. For example, by way of divestment of the interest/issue that is creating the conflict such as the sale of shares, or by severing the connection, for example resignation from a position in another organisation giving rise to the conflict, or ceasing to provide services.
- 4.5 The overriding principle for managing conflicts of interests is early and complete disclosure to the chair. The onus for this disclosure lies with individual panel members.
- 4.6 Where the panel chair considers that an actual, potential or reasonably perceived conflict of interests has not been disclosed or appropriately managed by a panel member, the conflict may be considered by the chair, and wider panel if considered necessary after hearing submissions from the panel member. The chair will make a decision as to how to manage the situation, which can include determining that the panel member should step aside from the panel for that matter, and record reasons for that decision. In making the decision, the chair is to have regard to upholding the reputation of the planning panel. If a panel member fails to step aside where requested their comments or vote is not to be considered in the determination of the matter.
- 4.7 When the conflict of interest arises as a result of an interest of the chair, an alternate chair or the panel is to assume the chair's leadership role in the management of the conflict process.

What is a pecuniary interest?

- 4.8 A pecuniary interest is an interest that you have in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to you or a person.
- 4.9 You have a pecuniary interest if the interest is:
- a) yours,





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- b) your spouse's, your de facto partner's or your relative's, or
  - c) your partner's or employer's, or is the interest of a company or other body of which you, or your nominee, your partner or your employer, is a member.
- 4.10 You do not have a pecuniary interest:
- a) if you are unaware of the relevant pecuniary interest of your spouse, de facto partner, relative, partner, employer or company or other body,
  - b) just because you are employed by a council, statutory body or employed by the Crown, or
  - c) just because you are a member of or a delegate of a council, company or other body that has a pecuniary interest in the matter, so long as you do not have any beneficial interest in shares of the company or body (clause 27, schedule 2 of the EP&A Act).
- 4.11 For the purposes of this:
- Your "relative" is any of the following:
- a) your parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child
  - b) your spouse's or de facto partner's parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child
  - c) the spouse or de facto partner of a person referred to in paragraphs (i) and (ii).
- "de facto partner" has the same meaning as defined in section 21C of the *Interpretation Act 1987*.
- 4.12 If you have a pecuniary interest, you:
- a) must prepare and submit written returns of interests in accordance with clause 4.15, and
  - b) must disclose pecuniary interests in accordance with clause 4.22.
- 4.13 You must as soon as practicable disclose in writing to the panel chair (or if you are the panel chair, to the general manager) the nature of any pecuniary interest you have in any panel matter with which the panel chair is dealing.
- 4.14 The panel chair, or the general manager must, on receiving a disclosure from a designated person, deal with the matter to which the disclosure relates or refer it to another person to deal with.

Disclosure of interests in written returns

- 4.15 You must make and lodge with the panel chair a return in the form set out in schedule 2 to this code, disclosing your interests as specified in schedule 1 to this code within one month or prior to your first panel meeting, whichever occurs earlier after:
- a) becoming a panel member, or
  - b) 30 June of each year, and
  - c) if you become aware of an interest you are required to disclose under schedule 1 that has not been previously disclosed in a return lodged under paragraphs (a) or (b).
- 4.16 You need not make and lodge a return under clause 4.15, paragraphs (a) and (b) if:





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- a) you have made and lodged a return under that clause in the preceding 3 months, or
  - b) you have ceased to be a panel member in the preceding 3 months.
- 4.17 You must not make and lodge a return that you know or ought reasonably to know is false or misleading in a material particular.
- 4.18 The panel chair must provide returns to the general manager who must keep a register of returns.
- 4.19 Returns required to be lodged with the panel chair under clause 4.15(a) and (b) must be tabled at the first meeting of the panel after the last day the return is required to be lodged.
- 4.20 Returns required to be lodged with the panel chair under clause 4.15(c) must be tabled at a panel meeting as soon as practicable after the return is lodged.
- 4.21 The general manager must cause the information contained in returns made and lodged by panel members and the panel chair under clause 4.15, other than information disclosing the address of the panel member's principal place of residence, to be published on the website used by the panel as soon as practicable after the returns are lodged, and the information must be kept up to date.

Disclosure of pecuniary interests at meetings

- 4.22 If you have a pecuniary interest in any matter with which the panel is concerned, and you are present at a meeting of the panel at which the matter is being considered, you must disclose the nature of the interest to the meeting as soon as practicable.
- 4.23 You must not be present at, or in sight of, the meeting of the panel:
- a) at any time during which the matter is being considered or discussed by the panel, or
  - b) at any time during which the panel the matter, or making a recommendation on a planning proposal.
- 4.24 A disclosure made at a meeting of a panel must be recorded in the meeting record.
- 4.25 A general notice may be given to the panel chair in writing by a panel member to the effect that the panel member, or the member's spouse, de facto partner or relative, is:
- a) a member of, or in the employment of, a specified company or other body, or
  - b) a partner of, or in the employment of, a specified person.
- 4.26 Such a notice is, unless and until the notice is withdrawn, sufficient disclosure of the panel member's interest in a matter relating to the specified company, body or person that may be the subject of consideration by the panel after the date of the notice.
- 4.27 You do not breach clause 4.22 or 4.23 if you did not know, and could not reasonably be expected to have known, that the matter under consideration at the meeting was a matter in which he or she had a pecuniary interest.

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## ATTACHMENT 3

### Part 5 – Non-Pecuniary Conflicts of Interest

#### What is a non-pecuniary conflict of interest?

- 5.1 Non-pecuniary interests are private or personal interests you have that do not amount to a pecuniary interest as defined in clause 4.8 of this code. These commonly arise out of family or personal relationships, or out of involvement in sporting, social or other cultural groups and associations, and may include an interest of a financial nature.
- 5.2 A non-pecuniary conflict of interest exists where a reasonable and informed person would perceive that you could be influenced by a private interest when carrying out your public duty.
- 5.3 Non-pecuniary conflicts of interest must be identified and appropriately managed to uphold community confidence in the probity of the panel decision-making. The onus is on you to identify any non-pecuniary conflict of interest you may have in matters that you deal with, to disclose the interest fully and in writing, and to take appropriate action to manage the conflict in favour of your public duty.
- 5.4 When considering whether or not you have a non-pecuniary conflict of interest, it is always important to think about how others would view your situation.

#### Managing non-pecuniary conflicts of interest

- 5.5 Where you have a non-pecuniary conflict of interest for the purposes of clause 5.2, you must disclose the relevant private interest fully and in writing as soon as practicable.
- 5.6 If a disclosure is made at a panel meeting, both the disclosure and the nature of the interest must be recorded in the meeting record. This disclosure constitutes disclosure in writing for the purposes of clause 5.5.
- 5.7 How you manage a non-pecuniary conflict of interest will depend on whether or not it is significant.
- 5.8 As a general rule, a non-pecuniary conflict of interest will be significant where it does not involve a pecuniary interest for the purposes of clause 4.8, but it involves:
  - a) a relationship between a panel member and another person that is particularly close, for example, a current or former spouse or de facto partner, a relative for the purposes of clause 4.11 or another person from the panel member's extended family that the panel member has a close personal relationship with, or another person living in the same household
  - b) other relationships that are particularly close, such as friendships and business relationships. Closeness is defined by the nature of the friendship or business relationship, the frequency of contact and the duration of the friendship or relationship
  - c) an affiliation between the panel member and an organisation, sporting body, club, corporation or association that is particularly strong, including, but not limited to, active participation in its management or administration and other activities
  - d) a financial interest that is not a pecuniary interest for the purposes of clause 4.8
  - e) the conferral or loss of a personal benefit other than one conferred or lost as a member of the community or a broader class of people affected by a decision.



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5.9 If you have a significant non-pecuniary conflict of interest, you must manage it by managing the conflict of interest as if you had a pecuniary interest in the matter by complying with clause 4.15-4.17 and 4.22-23.

5.10 If you determine that you have a non-pecuniary conflict of interest in a matter that is not significant and does not require further action, when disclosing the interest, you must also explain why you consider that the non-pecuniary conflict of interest is not significant and does not require further action in the circumstances.

Note: Loss of quorum as a result of compliance with this Part

5.11 A quorum for a determination meeting of a panel is a majority of its members, including the chair, i.e. a total of three members.

5.12 In accordance with the operational procedures for panels a determination meeting is to be deferred if a quorum is not present.

5.13 These procedures also provide that where conflicts of interest are known before the meeting, alternate members will be used to ensure there is a quorum.

5.14 You must ensure that any employment or business, or other roles or activities you engage in will not:

- a) conflict with, impair or otherwise prevent the full exercise of your official duties
- b) involve using confidential information or resources obtained through your work with the panel
- c) require you to work while on panel duty
- d) discredit or disadvantage the panel or the council
- e) pose, due to fatigue, a risk to your health or safety, or to the health and safety of others.

Personal dealings with council to which you have been appointed as a panel member

5.15 You may have reason to deal with your council in your professional capacity (for example, acting as a consultant on behalf of a developer) or personal capacity (for example, as a ratepayer, recipient of a council service or applicant for a development consent granted by council). You must not expect or request preferential treatment in relation to any matter in which you have a private interest because of your position. You must avoid any action that could lead members of the public to believe that you are seeking preferential treatment.

5.16 You must undertake any professional or personal dealings you have with the council in a manner that is consistent with the way other members of the community deal with the council. In particular, you must not:

- a) access council information for professional or personal purposes
- b) undertake professional or personal dealings with the council during work time, or
- c) approach council staff in staff only areas to discuss your professional or personal dealings with the council.

5.17 You must also ensure that you disclose and appropriately manage any conflict of interest you may have in any matter in accordance with the requirements of this code.



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**Part 6 – Personal Benefit**

Gifts and benefits

- 6.1 You must avoid situations giving rise to the appearance that a person or body, through the provision of gifts, benefits or hospitality of any kind, is attempting to secure favourable treatment from you.
- 6.2 You must take all reasonable steps to ensure that your immediate family members do not receive gifts or benefits that give rise to the appearance of being an attempt to secure favourable treatment. Immediate family members include parents, spouses or de facto partners, children and siblings.

How are offers of gifts and benefits to be dealt with?

- 6.3 You must not:
- a) seek or accept a bribe or other improper inducement
  - b) seek gifts or benefits of any kind
  - c) accept any gift or benefit of any kind.
- 6.4 Where you are offered or receive a gift or benefit, you must disclose this promptly to the panel chair and the general manager in writing. If you are the chair of the panel you must make the disclosure to the general manager. The recipient and general manager must ensure that, at a minimum, the following details are recorded in the panel's gift register:
- a) whether the gift was accepted or refused
  - b) the nature of the gift
  - c) the estimated monetary value of the gift
  - d) the name of the person who offered the gift, and
  - e) the date on which the gift was offered or received.
- 6.5 Where you receive a gift or benefit of value that cannot reasonably be refused or returned, the gift or benefit must be surrendered to the general manager.

Improper and undue influence

- 6.6 You must not use your position to influence other panel members or council officials in the performance of their public or professional duties to obtain a private benefit for yourself or for somebody else.
- 6.7 You must not take advantage (or seek to take advantage) of your status or position, or of functions you perform, in order to obtain a private benefit for yourself or for any other person or body.



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**Part 7 – Relationships and Interactions**

Interactions with councillors and council staff

- 7.1 You may only approach and liaise with council staff nominated by the general manager to assist the panel to obtain information and clarify matters relating to its duties, responsibilities and functions and matters before it.
- 7.2 You may not direct or pressure council staff in the performance of their work, or recommendations they should make. Any direction to staff can only be given by the general manager.
- 7.3 You must not approach a councillor, or if approached by a councillor must not discuss any application that is either before the panel or will come before the panel at some future time, except during a panel meeting where the application forms part of the agenda and the councillor has a right to be heard by the panel at the meeting.
- 7.4 Panel members must:
  - a) give their attention to the business of the panel while on duty
  - b) ensure that their work is carried out efficiently, economically and effectively
  - c) carry out lawful directions given by any person having authority to give such directions.





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**Part 8 – Access to Information and Council Resources**

- 8.1 The general manager is responsible for ensuring that panel members can access information necessary for the performance of their official functions, including the reporting of development applications to the panel in a timely manner or as requested by the panel.

Panel members to properly examine and consider information

- 8.2 Panel members must ensure that they to act honestly and exercise a reasonable degree of care and diligence by properly examining and considering all the information provided to them relating to matters that they are required to make a decision on.

Use of certain council information

- 8.3 In regard to information obtained in your capacity as a panel member, you must:
- a) only access council information needed for panel business
  - b) not use that council information for private purposes
  - c) not seek or obtain, either directly or indirectly, any financial benefit or other improper advantage for yourself, or any other person or body, from any information to which you have access by virtue of your panel membership
  - d) only release council information in accordance with established council policies and procedures and in compliance with relevant legislation.

Use and security of confidential information

- 8.4 You must maintain the integrity and security of confidential documents or information in your possession, or for which you are responsible.
- 8.5 In addition to your general obligations relating to the use of council information, you must:
- a) only access confidential information that you have been authorised to access and only do so for the purposes of exercising your official functions
  - b) protect confidential information
  - c) only release confidential information if you have authority to do so
  - d) only use confidential information for the purpose for which it is intended to be used
  - e) not use confidential information gained through your official position for the purpose of securing a private benefit for yourself or for any other person
  - f) not use confidential information with the intention to cause harm or detriment to the council or any other person or body
  - g) not disclose any information discussed during a confidential forum.

Personal information

- 8.6 When dealing with personal information you must comply with:



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- a) the *Privacy and Personal Information Protection Act 1998*
- b) the *Health Records and Information Privacy Act 2002*
- c) the Information Protection Principles and Health Privacy Principles
- d) the council's privacy management plan
- e) the Privacy Code of Practice for Local Government.

Use of council resources

- 8.7 You must use council resources ethically, effectively, efficiently and carefully in the course of your official duties, and must not use them for private purposes unless this use is lawfully authorised and proper payment is made where appropriate.
- 8.8 You must be scrupulous in your use of council property, including intellectual property, official services and facilities, and must not permit their misuse by any other person or body.
- 8.9 You must avoid any action or situation that could create the appearance that council property, official services or public facilities are being improperly used for your benefit or the benefit of any other person or body.
- 8.10 You must not use the council letterhead, council crests or other information that could give the appearance it is official council material for.
- 8.11 You must not convert any property of the council to your own use unless properly authorised.

Internet access and use of social media

- 8.12 You must not use council's computer resources or other mobile devices to search for, access, download or communicate any material of an offensive, obscene, pornographic, threatening, abusive or defamatory nature, or that could otherwise lead to criminal penalty or civil liability and/or damage the council's reputation.
- 8.13 You must not use social media to post comments, photos, sound recordings or other information that:
  - a) compromises your capacity to perform your official duties in an unbiased manner
  - b) has the potential to have a negative impact on your working relationships within the council or with external parties
  - c) is offensive, humiliating, threatening or intimidating to anyone
  - d) has the capacity to damage the council's reputation or contains content about the council that may be misleading or deceptive
  - e) divulges confidential council information
  - f) breaches the privacy of other panel members
  - g) contains allegations of suspected breaches of this code or information about the consideration of a matter under this code or the council's code of conduct, or
  - h) could be perceived to be an official comment on behalf of the panel or council where you have not been authorised to make such comment.





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Council record keeping

- 8.14 All information received in your official capacity is a council record and must be managed in accordance with the council's approved record management practices and policies.
- 8.15 All information stored in either soft or hard copy on council supplied resources is deemed to be related to the business of the council and can be used by the council as a council record regardless of whether the original intention was to create the information for personal purposes.

Panel member access to council buildings

- 8.16 Panel members are entitled to have access to any room designated by the general manager for the use of the panel and public areas of the council's buildings during normal business hours and for meetings.



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**Part 9 – Maintaining the Integrity of this Code**

- 9.1 You must not conduct yourself in a manner that is likely to undermine confidence in the integrity of this code or its administration.

Complaints made for an improper purpose

- 9.2 You must not make a complaint or cause a complaint to be made under this code for an improper purpose.
- 9.3 For the purposes of clause 9.2, a complaint is made for an improper purpose where it is trivial, frivolous, vexatious or not made in good faith, or where it otherwise lacks merit and has been made substantially for one or more of the following purposes:
- a) to intimidate or harass another council official
  - b) to damage another's reputation
  - c) to obtain a political advantage
  - d) to influence a panel member or council official in the exercise of their official functions or to prevent or disrupt the exercise of those functions
  - e) to influence the council in the exercise of its functions or to prevent or disrupt the exercise of those functions
  - f) to avoid disciplinary action under this code
  - g) to take reprisal action against a person for making a complaint under this code
  - h) to take reprisal action against a person for exercising a function prescribed under Part 10 of this code
  - i) to prevent or disrupt the effective administration of this code.

Detrimental action

- 9.4 You must not take detrimental action or cause detrimental action to be taken against a person substantially in reprisal for a complaint they have made under this code.
- 9.5 You must not take detrimental action or cause detrimental action to be taken against a person substantially in reprisal for any function they have exercised under this code.
- 9.6 For the purposes of clause 9.4 and 9.5, a detrimental action is an action causing, comprising or involving any of the following:
- a) injury, damage or loss
  - b) intimidation or harassment
  - c) discrimination, disadvantage or adverse treatment in relation to employment
  - d) dismissal from, or prejudice in, employment
  - e) disciplinary proceedings.

Compliance with requirements under this code

- 9.7 You must not engage in conduct that is calculated to impede or disrupt the consideration of a matter under this code.



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- 9.8 You must comply with a reasonable and lawful request made by a person exercising a function under Part 10. A failure to make a written or oral submission invited under Part 10 will not constitute a breach of this clause.

Disclosure of information about the consideration of a matter under this code

- 9.9 All allegations of breaches of this code must be dealt with under and in accordance with Part 10.
- 9.10 You must not allege breaches of this code other than by way of a complaint made or initiated under Part 10.
- 9.11 You must not make allegations about, or disclose information about, suspected breaches of this code panel meetings, whether open to the public or not, or in any other forum, whether public or not.
- 9.12 You must not disclose information about a complaint you have made under this code or a matter being considered under this code except for the purposes of seeking legal advice, unless the disclosure is otherwise permitted under Part 10.



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**ATTACHMENT 3**

**Part 10 – Breaches of this Code**

What is a code of conduct complaint?

- 10.1 For the purpose of this code, a code of conduct complaint is a complaint that alleges conduct on the part of a panel member in connection with their role as a panel member or the exercise of their functions as a panel member that would constitute a breach of the standards of conduct prescribed under this code of conduct.
- 10.2 The following are not "code of conduct complaints" for the purposes of this code:
- a) complaints about the standard or level of service provided by the panel or a panel member
  - b) complaints about the merits of a decision made by the panel or a panel member or the exercise of a discretion by the panel or a panel member
  - c) complaints about the policies or procedures governing the operations of the panel or of the council
  - d) complaints about the exercise in good faith by the panel or a panel member of their functions, whether or not involving error.
- 10.3 Only code of conduct complaints are to be dealt with under this code. Complaints that are not a code of conduct complaint for the purposes of clause 10.1, are to be dealt with under the council's routine complaints management processes.

When must a code of conduct complaint be made?

- 10.4 A code of conduct complaint must be made within 3 months of the alleged conduct occurring or within 3 months of the complainant becoming aware of the alleged conduct.
- 10.5 A complaint made after 3 months may only be accepted if the general manager or their delegate is satisfied that there are compelling grounds for the matter to be dealt with under this code.

How may a code of conduct complaint about a panel member be made?

- 10.6 All code of conduct complaints about panel members are to be made to the general manager in writing. This clause does not operate to prevent a person from making a complaint to an external agency.
- 10.7 Where a code of conduct complaint about a panel member cannot be made in writing, the complaint must be confirmed with the complainant in writing as soon as possible after the receipt of the complaint.
- 10.8 Notwithstanding clause 10.6 and 10.7, where the general manager becomes aware of a possible breach by a panel member of this code, he or she may initiate the process for the consideration of the matter without a written complaint.

Delegation by general managers of their functions under this Part

- 10.9 A general manager may delegate his or her functions under this Part to a member of staff of the council or to a person or persons external to the council other than a state government agency. References in this Part to the general manager are also to be taken to be references to their delegates.



**ITEM 7 (continued)**

**ATTACHMENT 3**

What complaints may be declined at the outset?

10.10 Without limiting any other provision in this code, the general manager may decline to deal with a complaint under this code where he or she is satisfied that the complaint:

- a) is not a code of conduct complaint for the purposes of clause 10.1, or
- b) subject to clause 10.5, is not made within 3 months of the alleged conduct occurring or the complainant becoming aware of the alleged conduct, or
- c) is trivial, frivolous, vexatious or not made in good faith, or
- d) relates to a matter the substance of which has previously been considered and addressed by the council and does not warrant further action, or
- e) is not made in a way that would allow the alleged conduct and any alleged breaches of this code to be readily identified.

How are code of conduct complaints about panel members to be dealt with?

10.11 The general manager is responsible for the management of code of conduct complaints about panel members and for determining the outcome of such complaints.

10.12 The general manager may decide to take no action in relation to a code of conduct complaint about a panel member on the grounds that he or she considers that no action is warranted in relation to the complaint.

10.13 Where the general manager decides to take no action in relation to a code of conduct complaint about a panel member, the general manager must give the complainant reasons in writing for their decision and this shall finalise the consideration of the matter.

10.14 Where the general manager considers it to be practicable and appropriate to do so, the general manager may seek to resolve code of conduct complaints about panel members, by alternative means such as, but not limited to, explanation, counselling, training, mediation, informal discussion, negotiation or a voluntary apology. The resolution of a code of conduct complaint under this clause is not to be taken as a determination that there has been a breach of this code.

10.15 Where the general manager resolves a code of conduct complaint under clause 10.14 to the general manager's satisfaction, the general manager must notify the complainant in writing of the steps taken to resolve the complaint and this shall finalise the consideration of the matter under this code of conduct.

10.16 Sanctions for breaches of the code of conduct by panel members depend on the severity, scale and importance of the breach and may include one or more of the following:

- a) censure
- b) requiring the person to apologise to any person or organisation adversely affected by the breach in such a time and form specified by the general manager
- c) prosecution for any breach of the law
- d) removing the person from membership of the panel.



**ITEM 7 (continued)**

**ATTACHMENT 3**

10.17 Prior to imposing a sanction against a panel member under clause 10.16, the general manager or any person making enquiries on behalf of the general manager must comply with the requirements of procedural fairness. In particular:

- a) the substance of the allegation (including the relevant provision/s of this code that the alleged conduct is in breach of) must be put to the person who is the subject of the allegation, and
- b) the person must be given an opportunity to respond to the allegation, and
- c) the general manager or their delegate must consider the person's response in deciding whether to impose a sanction under clause 10.16.

Complaints about the consideration of matters under this Part

10.18 Complaints about the consideration of a code of conduct complaint by the general manager or his or her delegate under this Part, may be made in writing to the Office of Local Government.



**ITEM 7 (continued)**

**ATTACHMENT 3**

**Schedule 1: Disclosures of Interest**

**Part 1: Preliminary**

Definitions

1. For the purposes of the schedules to this code, the following definitions apply:

*address means:*

- a) in relation to a person other than a corporation, the last residential or business address of the person known to the panel member disclosing the address, or
- b) in relation to a corporation, the address of the registered office of the corporation in New South Wales or, if there is no such office, the address of the principal office of the corporation in the place where it is registered, or
- c) in relation to any real property, the street address of the property.

*de facto partner* has the same meaning as defined in section 21C of the *Interpretation Act 1987*.

*disposition of property* means a conveyance, transfer, assignment, settlement, delivery, payment or other alienation of property, including the following:

- a) the allotment of shares in a company
- b) the creation of a trust in respect of property
- c) the grant or creation of a lease, mortgage, charge, easement, licence, power, partnership or interest in respect of property
- d) the release, discharge, surrender, forfeiture or abandonment, at law or in equity, of a debt, contract or chose in action, or of an interest in respect of property
- e) the exercise by a person of a general power of appointment over property in favour of another person
- f) a transaction entered into by a person who intends by the transaction to diminish, directly or indirectly, the value of the person's own property and to increase the value of the property of another person.

*gift* means a disposition of property made otherwise than by will (whether or not by instrument in writing) without consideration, or with inadequate consideration, in money or money's worth passing from the person to whom the disposition was made to the person who made the disposition, but does not include a financial or other contribution to travel.

*interest means:*

- a) in relation to property, an estate, interest, right or power, at law or in equity, in or over the property, or
- b) in relation to a corporation, a relevant interest (within the meaning of section 9 of the *Corporations Act 2001* of the Commonwealth) in securities issued or made available by the corporation.

*listed company* means a company that is listed within the meaning of section 9 of the *Corporations Act 2001* of the Commonwealth.

*occupation* includes trade, profession and vocation.





**ITEM 7 (continued)**

**ATTACHMENT 3**

*professional or business association* means an incorporated or unincorporated body or organisation having as one of its objects or activities the promotion of the economic interests of its members in any occupation.

*property* includes money.

*return date* means:

- a) in the case of a return made under clause 4.15(a), the date on which a person became a panel member
- b) in the case of a return made under clause 4.15(b), 30 June of the year in which the return is made
- c) in the case of a return made under clause 4.15(c), the date on which the panel member became aware of the interest to be disclosed.

*relative* includes any of the following:

- a) a person's spouse or de facto partner
- b) a person's parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child
- c) a person's spouse's or de facto partner's parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child
- d) the spouse or de facto partner of a person referred to in paragraphs (b) and (c).

*travel* includes accommodation incidental to a journey.

Matters relating to the interests that must be included in returns

- 2. Interests etc. outside New South Wales: A reference in this schedule or in schedule 2 to a disclosure concerning a corporation or other thing includes any reference to a disclosure concerning a corporation registered, or other thing arising or received, outside New South Wales.
- 3. References to interests in real property: A reference in this schedule or in schedule 2 to real property in which a panel member has an interest includes a reference to any real property situated in Australia in which the panel member person has an interest.
- 4. Gifts, loans etc. from related corporations: For the purposes of this schedule and schedule 2, gifts or contributions to travel given, loans made, or goods or services supplied, to a panel member by two or more corporations that are related to each other for the purposes of section 50 of the *Corporations Act 2001* of the Commonwealth are all given, made or supplied by a single corporation.



**ITEM 7 (continued)**

**ATTACHMENT 3**

**Part 2: Pecuniary interests to be disclosed in returns**

**Real property**

5. When making a return under clause 4.15 of this code you must disclose:
  - a) the street address of each parcel of real property in which you had an interest on the return date, and
  - b) the street address of each parcel of real property in which you had an interest in the period since 30 June of the previous financial year, and
  - c) the nature of the interest.
6. An interest in a parcel of real property need not be disclosed in a return if the person making the return had the interest only:
  - a) as executor of the will, or administrator of the estate, of a deceased person and not as a beneficiary under the will or intestacy, or
  - b) as a trustee, if the interest was acquired in the ordinary course of an occupation not related to your duties as the holder of a position required to make a return.
7. An interest in a parcel of real property need not be disclosed in a return if you ceased to hold the interest prior to becoming a panel member.
8. For the purposes of clause 5 of this schedule, "interest" includes an option to purchase.

**Gifts**

9. When making a return under clause 4.15 of this code you must disclose:
  - a) a description of each gift received in the period since 30 June of the previous financial year, and
  - b) the name and address of the donor of each of the gifts.

**Contributions to travel**

10. When making a return under clause 4.15 of this code you must disclose:
  - a) the name and address of each person who made any financial or other contribution to the expenses of any travel undertaken by you in the period since 30 June of the previous financial year, and
  - b) the dates on which the travel was undertaken, and
  - c) the names of the states and territories, and of the overseas countries, in which the travel was undertaken.
11. A financial or other contribution to any travel need not be disclosed under this clause if it:
  - a) was made from public funds (including a contribution arising from travel on free passes issued under an Act or from travel in government or council vehicles), or
  - b) was made by a relative of the traveller, or
  - c) was made in the ordinary course of an occupation of the traveller that is not related to his or her functions as the holder of a position requiring the making of a return, or



**ITEM 7 (continued)**

**ATTACHMENT 3**

- d) did not exceed \$500, unless it was among gifts totalling more than \$500 made by the same person during a 12-month period or less, or
  - e) was a political donation disclosed, or required to be disclosed, under Part 6 of the *Election Funding Expenditure and Disclosures Act 1981*, or
  - f) was made by a political party of which the traveller was a member and the travel was undertaken for the purpose of political activity of the party in New South Wales, or to enable the traveller to represent the party within Australia, or
  - g) subject to paragraph (d) it was received prior to the person becoming a panel member.
12. For the purposes of clause 13 of this schedule, the amount of a contribution (other than a financial contribution) is an amount equal to the value of the contribution.

Interests and positions in corporations

13. When making a return under clause 4.15 of this code you must disclose:
- a) the name and address of each corporation in which you had an interest or held a position (whether remunerated or not) on the return date, and
  - b) the name and address of each corporation in which you had an interest or held a position in the period since 30 June of the previous financial year, and
  - c) the nature of the interest, or the position held, in each of the corporations, and
  - d) a description of the principal objects (if any) of each of the corporations, except in the case of a listed company.
14. An interest in, or a position held in, a corporation need not be disclosed if the corporation is:
- a) formed for the purpose of providing recreation or amusement, or for promoting commerce, industry, art, science, religion or charity, or for any other community purpose, and
  - b) required to apply its profits or other income in promoting its objects, and
  - c) prohibited from paying any dividend to its members.
15. An interest in a corporation need not be disclosed if the interest is a beneficial interest in shares in a company that does not exceed 10 per cent of the voting rights in the company.
16. An interest or a position in a corporation need not be disclosed if the person ceased to hold the interest or position prior to becoming a panel member.

Positions in trade unions and professional or business associations

17. When making a return under clause 4.15 of the code you must disclose:
- a) the name of each trade union, and of each professional or business association, in which you held any position (whether remunerated or not) on the return date, and
  - b) the name of each trade union, and of each professional or business association, in which you held any position (whether remunerated or not) in the period since 30 June of the previous financial year, and



**ITEM 7 (continued)**

**ATTACHMENT 3**

- c) a description of the position held in each of the unions and associations.
- 18. A position held in a trade union or a professional or business association need not be disclosed if the person ceased to hold the position prior to becoming a panel member.

Dispositions of real property

- 19. When making a return under clause 4.15 of this code you must disclose particulars of each disposition of real property by you (including the street address of the affected property) in the period since 30 June of the previous financial year, under which he or she wholly or partly retained the use and benefit of the property or the right to re-acquire the property.
- 20. When making a return under clause 4.15 of this code you must disclose particulars of each disposition of real property to another person (including the street address of the affected property) in the period since 30 June of the previous financial year, that is made under arrangements with, but is not made by, the person making the return, being a disposition under which the person making the return obtained wholly or partly the use of the property.
- 21. A disposition of real property need not be disclosed if it was made prior to you becoming a panel member.

Sources of income

- 22. When making a return under clause 4.15 of this code you must disclose:
  - a) each source of income that the you reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June, and
  - b) each source of income received by you in the period since 30 June of the previous financial year.
- 23. A reference in clause 26 of this schedule to each source of income received, or reasonably expected to be received, by you is a reference to:
  - a) in relation to income from an occupation of the person:
    - (i) a description of the occupation, and
    - (ii) if the person is employed or the holder of an office, the name and address of his or her employer, or a description of the office, and
    - (iii) if the person has entered into a partnership with other persons, the name (if any) under which the partnership is conducted, or
  - b) in relation to income from a trust, the name and address of the settlor and the trustee, or
  - c) in relation to any other income, a description sufficient to identify the person from whom, or the circumstances in which, the income was, or is reasonably expected to be, received.
- 24. The source of any income need not be disclosed by you in a return if the amount of the income received, or reasonably expected to be received, by the person from that source did not exceed \$1000, or is not reasonably expected to exceed \$1000, as the case may be.
- 25. The source of any income received by the person that they ceased to receive prior to becoming a panel member need not be disclosed.



**ITEM 7 (continued)**

**ATTACHMENT 3**

Debts

26. When making a return under clause 4.15 of this code you must disclose the name and address of each person to whom you were liable to pay any debt:
- a) on the return date, and
  - b) at any time in the period since 30 June of the previous financial year.
27. A liability to pay a debt must be disclosed by you in a return made under clause 4.15 whether or not the amount, or any part of the amount, to be paid was due and payable on the return date or at any time in the period since 30 June of the previous financial year, as the case may be.
28. A liability to pay a debt need not be disclosed by you in a return if:
- a) the amount to be paid did not exceed \$1000 on the return date or in the period since 30 June of the previous financial year, as the case may be, unless:
    - (i) the debt was one of two or more debts that you were liable to pay to one person on the return date, or at any time in the period since 30 June of the previous financial year, as the case may be, and
    - (ii) the amounts to be paid exceeded, in the aggregate, \$1000, or
  - b) you were liable to pay the debt to a relative, or
  - c) in the case of a debt arising from a loan of money you were liable to pay the debt to an authorised deposit-taking institution or other person whose ordinary business includes the lending of money, and the loan was made in the ordinary course of business of the lender, or
  - d) in the case of a debt arising from the supply of goods or services:
    - (i) the goods or services were supplied in the period of 12 months immediately preceding the return date, or were supplied in the period since 30 June of the previous financial year, as the case may be, or
    - (ii) the goods or services were supplied in the ordinary course of any occupation of you that is not related to your duties as the holder of a position required to make a return, or
  - e) subject to paragraph (a), the debt was discharged prior to you becoming a panel member.

Discretionary disclosures

29. You may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of this Schedule.





**ITEM 7 (continued)**

**ATTACHMENT 3**

**Schedule 2: Form of Return**

Disclosures return

1. The pecuniary interests and other matters to be disclosed in this return are prescribed by Schedule 1 of the Code of Conduct for Local Planning Panels in NSW (the Code).
2. If this is the first return you have been required to lodge do not complete Parts C, D of the return. All other parts of the return should be completed with appropriate information based on your circumstances at the return date, that is, the date on which you became a panel member.
3. If you have previously lodged a return with the general manager and you are completing this return for the purposes of disclosing a new interest that was not disclosed in the last return you lodged with the general manager, you must complete all parts of the return with appropriate information for the period from 30 June of the previous financial year to the return date which is the date you became aware of the new interest to be disclosed in your updated return.
4. If you have previously lodged a return with the general manager and are submitting a new return for the new financial year, you must complete all parts of the return with appropriate information for the 12-month period commencing on 30 June of the previous year to 30 June this year.
5. This form must be completed using block letters or typed.
6. If there is insufficient space for all the information you are required to disclose, you must attach an appendix which is to be properly identified and signed by you.
7. If there are no pecuniary interests or other matters of the kind required to be disclosed under a heading in this form, the word "NIL" is to be placed in an appropriate space under that heading.
8. \*\*\* means delete whichever is inapplicable.

Important information

This information is being collected for the purpose of complying with clause 4.15 of the Code.

You must not lodge a return that you know or ought reasonably to know is false or misleading in a material particular (see clause 4.17 of the Code). Complaints about breaches of these requirements are to be referred to the general manager and may result in disciplinary action by the council.

The information collected on this form will be kept by the general manager in a register of returns. The general manager is required to table all returns at a council meeting.

Information in this return other than information about your principal place of residence will be published on the council's website.

You have an obligation to keep the information contained in this return up to date. If you become aware of a new interest that must be disclosed in this return, or an interest that you have previously failed to disclose, you must submit an updated return within three months of becoming aware of the previously undisclosed interest.



**ITEM 7 (continued)**

**ATTACHMENT 3**

Disclosure of pecuniary interests and other matters by [full name]

\*as at [return date]

\*in respect of the period from [date] to [date]

[person's signature]

[date]

**A. Real Property**

Street address of each parcel of real property in which I had an interest \*at the Nature of interest  
return date/\*at any time since 30 June

**B. Sources of income**

1 \*Sources of income I reasonably expect to receive from an occupation in the period commencing on the first day after the return date and ending on the following 30 June:

\*Sources of income I received from an occupation at any time since 30 June:

Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
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2 \*Sources of income I reasonably expect to receive from a trust in the period commencing on the first day after the return date and ending on the following 30 June:

\*Sources of income I received from a trust since 30 June:

Name and address of settlor	Name and address of trustee
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3 \*Sources of other income I reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June:

\*Sources of other income I received at any time since 30 June:

[Include description sufficient to identify the person from whom, or the circumstances in which, that income was received]

**C. Gifts**

Description of each gift I received at any time since 30 June	Name and address of donor
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**ITEM 7 (continued)**

**ATTACHMENT 3**

D. Contributions to travel

Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken

E. Interests and positions in corporations

Name and address of each corporation in which I had an interest or held a position *at the return date/*at any time since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)

F. Positions in trade unions and professional or business associations

Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) *at the return date/*at any time since 30 June	Description of position

G. Debts

Name and address of each person to whom I was liable to pay any debt *at the return date/*at any time since 30 June

H. Dispositions of property

1 Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time

2 Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property

I. Discretionary disclosures



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## **8 NEW NOMINATIONS TO THE ARTS ADVISORY COMMITTEE**

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**Report prepared by:** Senior Coordinator Social Development and Capacity Building  
**File No.:** GRP/09/5/3/7 - BP18/207

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### **REPORT SUMMARY**

The Arts Advisory Committee is a newly formed Council Committee and consists of twelve (12) members. Following the first meeting of this Committee held on 12 February 2018 Council has received four (4) new nominations for a position on the committee.

This report seeks Council's endorsement of the new nominations to the Arts Advisory Committee.

### **RECOMMENDATION:**

That Council endorse the nominations of, Alison Wall, Edna Wilde OAM, Jenny Eriksson and Sarah de Jong for positions on the Arts Advisory Committee.

### **ATTACHMENTS**

There are no attachments for this report.

Report Prepared By:

**Gunjan Tripathi**  
**Senior Coordinator Social Development and Capacity Building**

Report Approved By:

**Paul Chidzero**  
**Manager - Community Services**

**Angela Jones-Blayney**  
**Acting Director - Customer and Community Services**

## **ITEM 8 (continued)**

### **Discussion**

The draft Terms of Reference (TOR) of the Arts Advisory Committee stipulates that the role of this committee is to provide advice and recommendations to Council in relation to:

- *Community views and likely impacts regarding the progress of the arts and cultural sector within the City of Ryde.*
- *To make the City of Ryde a culturally rich and vibrant community.*

The TOR of the Arts Advisory Committee outlines the following membership criteria:

- *No less than one (1) Councillor appointed annually, in accordance with Council resolution of 7 October 2008.*
- *Up to a maximum of 25 members representing :*
  - *Persons with specialist skills and experience relevant to arts and cultural sector.*
  - *People, who reside, work or visit the Ryde Local Government Area who have a demonstrated commitment to arts and culture.*
  - *Representatives from community groups/organisations invested the progression of arts and culture within the City of Ryde*

Following the first meeting of the Arts Advisory Committee which was held on 12 February 2018, four (4) new nominations were received.

The new nominees represent a wide variety of artistic experience and interests across areas such as broadcasting and copywriting, performing arts, composing and leadership within the arts sector. Brief descriptions of the background of the new nominees including their skills, experience and interest are provided below:

### **Nomination 1: Alison Wall**

Alison Wall has lived in Ryde for 14 years and has a great passion for the arts. A Fine Arts Hons graduate student from the University of Sydney, Film and TV graduate from the Victorian College of the Arts, Alison has worked at various media outlets including SBS and ABC in a range of technical and creative production roles on a wide variety of programs. As a producer and director, she specialises in arts production on innovative programs such as Fusions, which explored cross-cultural collaborations in the Arts in Australia.

Alison has a keen interest in supporting and developing youth in Ryde as demonstrated through her committee participation in Playgroup, Ryde Before and After School Care, Ryde Secondary College P&C and Ryde Scouts. Alison looks forward to contributing toward a richer arts experience for all in the Ryde community.

**ITEM 8 (continued)****Nomination 2: Edna Wilde OAM**

Edna Wilde OAM is a resident of Marsfield. Edna has been in the roles of Alderman/Ryde City Councillor from 1980 and she has also been The Mayor, City of Ryde 1980-1982, 1999-2000, 2002-2004. Edna is the current Chair of the City of Ryde Eisteddfod Committee Inc. a non-profit, volunteer run organisation devoted to producing an annual cultural event in Ryde for the benefit of performing arts students, whatever their age or ability, and for the entertainment of audiences in the area.

Edna has a great interest in the setting up of the Arts Advisory Committee and with her hands on and historical contributions will be able to represent Ryde Eisteddfod and the wider Ryde community at this committee.

**Nomination 3: Jenny Eriksson**

Jenny has lived in Ryde for more than 20 years. She is a professional musician specialising on a rare instrument called the viola da gamba. As a composer, arranger, music director, arts entrepreneur and parent, Jenny has been involved in a whole range of arts activities in the local area. Jenny has also been a Music Director of a concert series at the Macquarie University Art Gallery for several years reaching out to the dozens of local residents and music lovers have been able to attend concerts for free.

Jenny's key interest in joining this committee is to be part of a process of setting a long-term vision and priorities for growing the arts in Ryde LGA at both a professional and community level.

**Nomination 4: Sarah De Jong**

Sarah has a long time resident of Gladesville. She is passionate about the proliferation of arts activities and availability of suitable artistic spaces in Ryde. She has been a full-time, free-lance composer since 1976, working in many fields - drama, dance, film, radio drama and opera. Sarah teaches singing to high school students in 2 schools, she is an assistant director with a disabled drama group for adults called Different Degrees.

Sarah has worked with people of all ages and abilities ranging from professional opera singers, leading actors and actresses, directors, designers, artists, writers, young actors, and adults living with disability to ordinary people who just want to sing for fun.

The above nominations will add diversity and robustness to the Committee membership in line with its primary role to progress the arts and cultural sector within the City of Ryde and to make the City of Ryde a culturally rich and vibrant community.

**Financial Implications**

Adoption of the recommendation will have no financial impact.

## **PRECIS OF CORRESPONDENCE**

### **1 GLADESVILLE MAIN STREET COMMITTEE**

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**Report prepared by:** Senior Coordinator - Governance  
**File No.:** COR2012/265 - BP18/247

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#### **CORRESPONDENCE:**

Submitting correspondence from Steve Kourepis from Hunters Hill Council, dated 1 March 2018 regarding the City of Ryde's participation in the Gladesville Main Street Committee.

Two (2) City of Ryde Councillors have previously participated as Committee Members on the Gladesville Main Street Committee and Hunters Hill Council has now requested that the City of Ryde nominate Councillors to be involved in the Meetings. The staff member attending these meetings will be Council's Centres Coordinator, Hannah Goodchild.

Meetings are held at 6.00pm in Gladesville Library Meeting Room and proposed meeting dates for 2018 are 29 March 2018, 28 June 2018 and 27 September 2018.

#### **RECOMMENDATION:**

- (a) That the correspondence be received and noted.
- (b) That Council nominate two (2) Councillors as representatives on the Gladesville Main Street Committee.

#### **ATTACHMENTS**

- 1 Email from Steve Kourepis from Hunters Hill Council dated 1 March 2018 regarding Gladesville Main Street Committee

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**

**PRECIS OF CORRESPONDENCE 1 (continued)**

**ATTACHMENT 1**

**From:** Steve Kourepis [mailto:[KourepisS@huntershill.nsw.gov.au](mailto:KourepisS@huntershill.nsw.gov.au)]  
**Sent:** Thursday, 1 March 2018 3:19 PM  
**To:** Roxanne Thornton; Dyalan Govender; Hannah Goodchild; John Brown  
**Cc:** Philippa Hayes  
**Subject:** Gladesville Main Street Committee

Hi All,  
(I hope you are all well)

Council wishes to advise that it is preparing to hold a meeting of the Gladesville Main Street Committee.

As you would be aware, in the past City of Ryde staff and Councillors have participated and they have been held within the Gladesville Library.

Council has now endorsed the new membership for Hunters Hill and we wish to advise that our next meeting will be held in late March (exact date will be advised shortly).

Could you please advise of the City of Ryde staff and Councillors that will be involved in order to include them on the mailing list for agendas etc.

Please don't hesitate in contacting me 98799411 on any of the above matters.

Awaiting upon your response.

Kind Regards,

Steve Kourepis  
Group Manager Development and Regulatory Control  
[KourepisS@huntershill.nsw.gov.au](mailto:KourepisS@huntershill.nsw.gov.au)



HUNTER'S HILL COUNCIL

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## **NOTICES OF MOTION**

### **1 BENNELONG PUTNEY PROJECT - Councillor Christopher Gordon**

**File Number:** GRP/09/6/11 - BP18/248

#### **MOTION:**

- (a) That Council acknowledge and support the creation of the Bennelong Putney Project Committee by interested citizens, including members of the Aboriginal community, seeking to acknowledge the importance of Bennelong. The committee aims to progress further the investigations regarding the potential Aboriginal Burial site in Putney, and to progress any measures required to protect the site.
- (b) That Council write to the co-chair of the Bennelong Putney Project Committee (Mr Peter King) thanking him for the initiation to participate and nominating the Mayor of the City of Ryde as Council's representative on the committee, with support from relevant staff as required.
- (c) That Council offer the use of meeting room facilities for the purposes of Committee meetings, subject to availability and practicality.

### **2 RECOGNITION OF EASTWOOD TOWN CENTRE BIZSAFE FORUM - Councillor Simon Zhou**

**File Number:** CLM/18/1/1/6 - BP18/246

#### **MOTION:**

- (a) That Council acknowledge the work undertaken by the Ryde Police Area Command, Neighbourhood Eastwood and Council staff, in support of the Local Eastwood Business Community to address safety concerns in Eastwood Town Centre.
- (b) That the General Manager writes to Superintendent John P Duncan, Local Area Commander – Ryde Police Area Command, thanking him and his team for the support provided to the Local Eastwood Business Community, Councillors, Neighbourhood Eastwood and Council Staff, by co-hosting the Eastwood Town Centre BizSafe Forum, undertaking community engagement activities, conducting on-site crime prevention business inspections and for general promotion of business and community safety.



**NOTICES OF MOTION (CONTINUED)****3 SOCIAL MEDIA POLICY FOR COUNCILLORS - Councillor Roy Maggio****File Number: CLM/18/1/1/6 - BP18/283**

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**MOTION:**

That the City of Ryde Social Media Policy and Council's Code of Conduct be reviewed to strengthen the protocols for Councillors in regards to the use of Social Media channels to ensure Councillors are using Social Media appropriately and that material and information placed on online channels, does not undermine the official position of Council, the integrity of Council information or impact negatively on the reputation of the City of Ryde.

**4 MEADOWBANK PUBLIC SCHOOL SITE ANNOUNCEMENT - Councillor Roy Maggio****File Number: CLM/18/1/1/6 - BP18/284**

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**MOTION:**

- (a) That the City of Ryde write to the NSW Premier, the Hon. Gladys Berejiklian MP and the State Member of Ryde, the Hon. Victor Dominello MP, seeking that the land currently utilised for the Meadowbank Public School, is transferred at no cost to Council.
- (b) That should this land come to the ownership of Council, the necessary process be undertaken to Zone the area for Public Recreation, classified as Community Land and managed by the City of Ryde as a Park.

**5 RETURN AND EARN CONTAINER DEPOSIT SCHEME - Councillor Roy Maggio****File Number: CLM/18/1/1/6 - BP18/285**

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**MOTION:**

That Council, with the introduction by the NSW Government of the Return and Earn Container Deposit Scheme:

- (a) Investigate the feasibility of offering collection points at appropriate locations;
- (b) Liaise with Tomra / Cleanaway to ascertain if there are suitable locations within the City of Ryde LGA and negotiate lease agreements for the sites; and
- (c) In liaison with Tomra / Cleanaway, assist with education campaigns on how the scheme works and where containers can be deposited.

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**NOTICES OF MOTION (CONTINUED)**

**6 COMMUNITY CAMPAIGN TO END ALZHEIMER'S DISEASE - Councillor Roy Maggio**

**File Number:** CLM/18/1/1/6 - BP18/286

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**MOTION:**

- (a) That Council support an awareness campaign run by Dr Dave Jenkins, designed to trial educational and behavioural strategies to relieve and delay the onset of Alzheimer's Disease.
- (b) That Council promote the seminars across the City of Ryde during 2018 through promotional support and assisting the organisers find suitable venues.

**7 PUBLIC MEETING - DEVELOPMENT IN GLADESVILLE - Councillor Roy Maggio**

**File Number:** CLM/18/1/1/6 - BP18/292

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**MOTION:**

- (a) That Council write to the Local Member for Ryde, The Hon. Victor Dominello MP, the Planning Minister, The Hon. Anthony Roberts MP inviting them to attend and address a public meeting to listen to the community's concerns in relation to overdevelopment in the City of Ryde, in particular Gladesville.
- (b) That the written invitations to both The Hon. Victor Dominello MP and The Hon. Anthony Roberts MP be reported back to Council as a Precis of Correspondence.
- (c) That upon acceptance of the invitations from The Hon. Victor Dominello MP and The Hon. Anthony Roberts MP, Council staff organise and promote the public meeting through the normal media channels and prepare a media release providing details of the public meeting to encourage high attendance.

**NOTICES OF MOTION (CONTINUED)****8 60TH ANNIVERSARY OF THE EASTWOOD ST ANDREWS ATHLETIC FOOTBALL CLUB - Councillor Bernard Purcell****File Number:** CLM/18/1/1/6 - BP18/289

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**MOTION:**

- (a) That the City of Ryde acknowledges the 60<sup>th</sup> Anniversary of the Eastwood St Andrews Athletic Football Club by installing a park bench and plaque celebrating this achievement, and in particular, acknowledging the founder Nigel Lee.
- (b) That the bench and plaque be located with the other two park benches between the Anzac Memorial and the club house on the hill, overlooking Eastwood Oval lower.
- (c) That appropriate funding be allocated from General Revenue.

**9 SUPPORT FOR LOCAL SMALL BUSINESSES - Councillor Trenton Brown****File Number:** CLM/18/1/1/6 - BP18/307

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**MOTION:**

- (a) That the City of Ryde investigates opportunities to expand support to our local small businesses by examining options provided by the NSW Small Business Commissioner.
- (b) That Council staff prepare a report as soon as practicable for the Works and Community Committee that details the support currently provided by the City Activation and Environment Teams in the City Planning and Development Directorate for small businesses in the City of Ryde.
- (c) That the report also includes details about the potential for the City of Ryde in implementing the Small Business Friendly Council Policy and the resulting programs that come from that such as the Easy to do Business online platform.

**QUESTIONS BY COUNCILLORS AS PER POLICY****1 QUESTIONS WITH NOTICE - Councillor Roy Maggio****File Number: CLM/18/1/1/10 - BP18/282**

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Question 1:

Please confirm when the first Notice of Motion was presented to Council in relation to synthetic surfaces and the mover of this initiative?

Question 2:

Please provide the number of substantial motions presented to Council or the Works and Community Committee in relation to synthetic surfaces and the movers of those motions?

Question 3:

According to Councillor Brown at a Council briefing, he made a comment that the Cork and Fork Festival at Putney was mainly for the purposes of people indulging in alcohol in the park for residents of the City of Ryde. Please provide a summary on how successful the Cork and Fork was?