



Willoughby City Council

ORDINARY COUNCIL

MINUTES

Council Chamber, Level 6, 31 Victor Street, Chatswood

24 June 2019

commencing at 7:00pm

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1 PRESENT

Her Worship the Mayor Councillor G Giles-Gidney, Councillors C Campbell, H Eriksson, D Fernandez, T Mustaca, W Norton, J Rutherford, C Tuon, N Wright and B Zhu

Officers

Ms D Just (General Manager), Ms M Smith (Community, Culture & Leisure Director), Mr D Frost (Customer & Corporate Director), Mr G McDonald (Planning & Infrastructure Director), Mr D Roberts (Environment Manager), Mr S Naven (Chief Financial Officer), Mr M Cashin (Community Life Manager), Ms S Charlton (Governance, Risk and Corporate Planning Manager) Mr V Grepl (Governance Officer) and Ms P Sheldrake (Minutes Secretary)

2 DISCLOSURES OF INTEREST

- Councillor Wright declared, via a Disclosures of Interest Form, a non-pecuniary less than significant interest in Item 16.5: Investment Report for the month of May 2019
(Nature of Interest: I am an employee of the Westpac Group with whom Council has investments. I will remain in the Chamber as I have no control over investment decisions of Council)
- Councillor Zhu declared, via a Disclosures of Interest Form, a non-pecuniary less than significant interest in Item 17.1 Community Grant – Event Seed Funding
(Nature of Interest: I know the Minister of Grace City Church who applied for the grant. I will remain in the Chamber as I am not on the Executive of the church)
- Councillor Norton declared, via a Disclosures of Interest Form, a non-pecuniary significant interest in Item 17.2: Community Small Grants Program 2019/20 as it relates to Dougherty Apartments Residents for funding.
(Nature of Interest: I am a member of the Dougherty Apartments Board)
- Councillor Norton declared, via a Disclosures of Interest Form, a non-pecuniary less than significant interest in Item 17.2: Community Small Grants Program 2019/20 as it relates to the Willoughby Theatre Company
(Nature of Interest: I attend Willoughby Theatre Company events, sometimes, as a guest, sometimes as a paying customer. This will not affect my ability to vote)
- Councillor Tuon declared, via a Disclosures of Interest Form, a non-pecuniary significant interest in Item 17.3: Artarmon Facilities Review as it relates to 139 Artarmon Road Community Centre
(Nature of Interest: I am living in close proximity to this centre)
- Councillor Fernandez declared, via a Disclosures of Interest Form, a non-pecuniary less than significant interest in Item 17.2: Community Small Grants Program 2019/20
(Nature of Interest: I am general member of the Rotary Club of Northbridge. I will remain in the Chamber as I am not involved with Council's assessment process or on the Rotary Executive Committee)

- Councillor Campbell declared, via a Disclosures of Interest Form, a non-pecuniary less than significant interest in Item 16.2: Bad Debt Write Offs since 2007
(Nature of Interest: My wife works for Catholic Healthcare Limited, which is one of the debtors proposed to be written off. I will remain in the Chamber as this has no financial bearing on me)
- Her Worship the Mayor Councillor Giles-Gidney declared, via a Disclosures of Interest Form, a non-pecuniary less than significant interest in Item 17.2: Community Small Grants Program 2019/20 as it relates to the Willoughby Theatre Company and a non-pecuniary significant interest as it relates to the Rotary Club of Northbridge
(Nature of Interest: I am Patron of Willoughby Theatre Company. I will remain in the Chamber as it is part of my community role. My husband is a Board member of Rotary Club of Northbridge. I will leave the Chamber for this item)

3 CONFIRMATION OF MINUTES

RESOLUTION

That the Minutes of the Ordinary Meeting of Council held 11 June 2019, copies of which have been circulated to each member of Council, be confirmed.

MOVED COUNCILLOR MUSTACA

SECONDED COUNCILLOR RUTHERFORD

CARRIED

Voting

For the Resolution: Councillors Giles-Gidney, Campbell, Eriksson, Fernandez, Mustaca, Norton, Rutherford, Tuon, Wright and Zhu.

Against: Nil

4 APOLOGIES AND APPLICATION FOR A LEAVE OF ABSENCE BY COUNCILLORS

- Councillors Coppock, Rozos and Saville are on leave previously granted.

RESOLUTION

That Council note Councillors Coppock, Rozos and Saville are on leave previously granted.

MOVED COUNCILLOR WRIGHT

SECONDED COUNCILLOR ERIKSSON

CARRIED

Voting

For the Resolution: Councillors Giles-Gidney, Campbell, Eriksson, Fernandez, Mustaca, Norton, Rutherford, Tuon, Wright and Zhu.

Against: Nil

5 PETITIONS

5.1 PETITION: MAINTAINING UNRESTRICTED PARKING ARRANGEMENTS ON SOUTH SIDE OF EDINBURGH ROAD WEST OF EASTERN VALLEY WAY

RESPONSIBLE OFFICER:	DEAN FROST – CUSTOMER & CORPORATE DIRECTOR
AUTHOR:	PATRICIA SHELDRAKE – MINUTES SECRETARY
CITY STRATEGY OUTCOME:	5.1 – BE HONEST, TRANSPARENT AND ACCOUNTABLE IN ALL THAT WE DO
MEETING DATE:	24 JUNE 2019

PURPOSE OF REPORT

To consider a petition containing 103 signatures opposing restricted parking arrangements on the south side of Edinburgh Road west of Eastern Valley Way.

RESOLUTION

That Council receive and note the petition from head petitioner Taylor Tsieng on behalf of residents opposing restricted parking arrangements in Edinburgh Road and refer it to the Planning & Infrastructure Director for consideration.

MOVED COUNCILLOR FERNANDEZ

SECONDED COUNCILLOR MUSTACA

CARRIED

Voting

For the Resolution: Councillors Giles-Gidney, Campbell, Eriksson, Fernandez, Mustaca, Norton, Rutherford, Tuon, Wright and Zhu.

Against: Nil

5.2 PETITION: FOR A SMOKE FREE ZONE IN WILKES AVENUE, ARTARMON

RESPONSIBLE OFFICER: DEAN FROST – CUSTOMER & CORPORATE DIRECTOR

AUTHOR: PATRICIA SHELDRAKE – MINUTES SECRETARY

CITY STRATEGY OUTCOME: 5.1 – BE HONEST, TRANSPARENT AND ACCOUNTABLE IN ALL THAT WE DO

MEETING DATE: 24 JUNE 2019

PURPOSE OF REPORT

To consider a petition containing 256 signatures in support of a smoke free zone in Wilkes Avenue, Artarmon.

RESOLUTION

That Council receive and note the petition from local businesses in support of a smoke free zone in Wilkes Avenue, Artarmon and refer it to the Planning & Infrastructure Director for consideration.

MOVED COUNCILLOR FERNANDEZ

SECONDED COUNCILLOR MUSTACA

CARRIED

Voting

For the Resolution: Councillors Giles-Gidney, Campbell, Eriksson, Fernandez, Mustaca, Norton, Rutherford, Tuon, Wright and Zhu.

Against: Nil

6 OPEN FORUM - MATTERS NOT ON THE AGENDA

NIL

7 MAYORAL MINUTE(S)

7.1 MAYORAL MINUTE: REPLACING THE TITLE OF COUNCIL'S GENERAL MANAGER WITH CHIEF EXECUTIVE OFFICER

MEETING DATE: 24 JUNE 2019

PURPOSE OF REPORT

To consider replacing the title of Council's General Manager with Chief Executive Officer.

DISCUSSION

The term "Chief Executive Officer" is widely and commonly accepted to indicate the title of the highest ranked officer responsible for management decisions in an organisation. Willoughby City Council should likewise use this title to indicate the role of its most senior officer because it describes better the high-level focus of the role.

Using the Chief Executive Officer title will align Council with widespread contemporary practice. The fit with common understanding of management terminology will help reduce any ambivalence that arises from the use of "General Manager". Moving to this title also relates to the increasingly complex nature and scope of City management, similar to the change in local government terminology from "Town Clerk" to "General Manager" in the 1990s.

Willoughby City Council is a substantial organisation with 413 full-time staff, \$1.7 billion of assets under management, annual revenue of \$119 million, combined capital and operational expenditure of \$140 million and a spend of \$34 million on projects and capital works next year. It is fitting that the leader of an organisation this dynamic and complex be identified as a Chief Executive Officer.

There is no legislative or practical impediment to Council designating its most senior officer as the Chief Executive Officer rather than as the General Manager. The Office of Local Government (OLG) advise that the use of terminology is a matter for each Council. The OLG will still consider the person under this title as "General Manager" because the *Local Government Act 1993* refers to this role as "General Manager", but for any practical purpose will acknowledge the Council's choice of title.

Seven Sydney metropolitan councils use the Chief Executive Officer title Central Coast and Wollondilly Councils, on the edge of the Sydney metropolitan area, also use Chief Executive Officer. Fairfield Council has for many years used "City Manager".

The title of Chief Executive Officer is freely used by local councils outside of NSW. This title has a higher profile than General Manager in national professional networks, peak bodies and ministerial offices. It also has a far higher profile in the national recruitment market from which Councils seek to attract candidates.

MOTION

That Council:

- 1. Replace the title of Council's General Manager with Chief Executive Officer.**
- 2. Note the Council's Chief Executive Officer will carry out all the roles and responsibilities assigned to the General Manager under the *Local Government Act 1993* and any other relevant legislation.**

MOVED COUNCILLOR GILES-GIDNEY

CARRIED

7.2 MAYOR'S DIARY: COUNCIL MEETING NOTES – 24 JUNE 2019

WEDNESDAY 12 JUNE			
Mayor Cr Tuon	11.30 am	Citizenship Ceremony	Council Chambers
Cr Norton	4 pm	Access & Inclusion Committee	Dougherty Centre
Mayor	6.30 pm	Chatswood Rotary: School Citizenship Award	Roseville Memorial Club
Cr Eriksson	Evening	Northbridge Progress Association	Northbridge Golf Club
THURSDAY 13 JUNE			
Deputy Mayor: Cr Rutherford Cr Norton	7.30 pm	Middle Harbour Ward Progress Assn.	Club Willoughby
FRIDAY 14 JUNE			
Cr Tuon Representing the Mayor	6.30 pm	Miniature Arts National Awards Expo	Ewart Gallery, 33 Laurel Street
SUNDAY 16 JUNE			
Mayor Crs Campbell, Eriksson, Tuon		LGA Conference	Canberra
Cr Norton	3 pm	Willoughby Band Concert	Zenith Theatre, Chatswood
MONDAY 17 JUNE			
Mayor Crs Campbell, Eriksson, Tuon		National General Assembly of Local Government	Canberra
TUESDAY 18 JUNE			
Deputy Mayor: Cr Rutherford Cr Norton	7.30 pm	Chatswood Eastside Progress Assn.	Dougherty Centre
WEDNESDAY 19 JUNE			
Mayor	8.45 am -2 pm	Shaping Sydney to 2050 – our city, our future	Sydney Town Hall
Deputy Mayor: Cr Rutherford	9 am	Traffic Committee	Banksia Room WCC
Cr Norton	3 pm	Dougherty Apartments Board Mtg	Dougherty Apartments
Cr Eriksson	8 pm	Castlecrag Progress Association	Glenaeon School
THURSDAY 20 JUNE			
Deputy Mayor: Cr Rutherford Representing the Mayor	5.30 pm	2019 Northern Sydney Region Training Awards	The Concourse
Deputy Mayor: Cr Rutherford	evening	Drinks with Paul Fletcher	200 Pacific Highway, Lindfield

SATURDAY 22 JUNE			
Mayor Deputy Mayor: Cr Rutherford Cr Norton	8 am	Streetwork Supporters Breakfast	St Andrew's Church, Roseville
Cr Norton	2 pm	Art Show Opening	The Concourse Art Space
Mayor Cr Zhu	6.30 pm	Inaugural Ceremony of Second Term of Governing Council	King Dynasty, Chatswood
SUNDAY 23 JUNE			
Mayor	10.45 am	Opening Ceremony – Rotary Athletic Throw Cage	Rotary Athletic Field
Deputy Mayor: Cr Rutherford		Celebration of life of Carla Griffiths – long-time resident of Castle Cove	Roseville Golf Club
Cr Norton	2 pm	WSO Concert	The Concourse Concert Hall
Mayor Cr Norton	5 pm	The Launch of the 2020 Season for WTC & of its new-found Charity Status	The Pavilion

8 GENERAL MANAGER'S LATE REPORT

NIL

9 MATTERS FOR DEFERRAL OR PROCEDURAL PRIORITY

Item 19.1 Notice of Motion: Smoke-Free Zone in Wilkes Avenue, Artarmon

10 MATTERS REQUIRING ELABORATION OR DEBATE

The Mayor invited Councillors to indicate the items not brought forward by the public that they wished to deal with separately:

- Item 16.1 Willoughby City Operational Plan and Budget 2019-20 and Schedule of Fees and Charges 2019-20
- Item 16.7 Councillor attendance at Local Government NSW Annual Conference in October 2019
- Item 17.1 Community Grants – Event Seed Funding 2019/20
- Item 17.2 Community Small Grants Program 2019/20

- Item 17.4 Tennis Court Strategy 2019 – Public exhibition
- Item 18.1 Review of Willoughby Development Control Plan Stage 1 – Part C5 Water Management
- Item 18.3 Willoughby Council – Draft Design Excellence Guidelines

RESOLUTION

That the remaining items, viz:

- Item 16.2 Bad Debt Write offs since 2007
- Item 16.3 Corporate Systems Replacement – Update on negotiations
- Item 16.4 Draft Risk Management Policy for adoption
- Item 16.5 Investment Report for the month of May 2019
- Item 16.6 Petitions Policy
- Item 18.2 Our Green City Plan 2028
- Item 20.1 Confidential – Corporate Systems Replacement – update on negotiations
Confidential agenda

be adopted in accordance with the recommendations in the reports.

MOVED COUNCILLOR MUSTACA

SECONDED COUNCILLOR CAMPBELL

CARRIED

Voting

For the Resolution: Councillors Giles-Gidney, Campbell, Eriksson, Fernandez, Mustaca, Norton, Rutherford, Tuon, Wright and Zhu.

Against: Nil

11 PUBLIC FORUM - MATTERS ON THE AGENDA

Item 17.3 Artarmon Facilities Review

Item 19.1 Notice of Motion: Smoke-Free Zone in Wilkes Avenue, Artarmon

12 REPORTS FROM COMMITTEES

NIL

13 DEFERRED MATTERS

NIL

14 CORRESPONDENCE

NIL

15 REPORTS FROM OFFICERS – GENERAL MANAGER

NIL

16 REPORTS FROM OFFICERS – CUSTOMER AND CORPORATE SUPPORT DIRECTORATE

16.1 WILLOUGHBY CITY OPERATIONAL PLAN AND BUDGET 2019-20 AND SCHEDULE OF FEES AND CHARGES 2019-20

ATTACHMENTS:

1. IMPLICATIONS
2. OPERATIONAL PLAN 2019-20 (TO BE DISTRIBUTED SEPARATELY)
3. SCHEDULE OF FEES AND CHARGES 2019-20 (TO BE DISTRIBUTED SEPARATELY)
4. SUBMISSIONS ON DRAFT OPERATIONAL PLAN 2019-20 AND DRAFT SCHEDULE OF FEES AND CHARGES 2019-20
5. SUMMARY OF CHANGES TO THE FEES AND CHARGES SCHEDULE

RESPONSIBLE OFFICER: DEAN FROST - CUSTOMER & CORPORATE DIRECTOR

AUTHOR: STEPHEN NAVEN – CHIEF FINANCIAL OFFICER
KATRINA FURJANIC – CORPORATE STRATEGIC PLANNER

CITY STRATEGY OUTCOME: 5.1 - BE HONEST, TRANSPARENT AND ACCOUNTABLE IN ALL THAT WE DO

MEETING DATE: 24 JUNE 2019

PURPOSE OF REPORT

To consider submissions received in response to the recent public exhibition and to adopt the draft *Willoughby City Council Operational Plan and Budget 2019-20* (encompassing the Budget and Revenue Policy) and draft *Willoughby City Council Schedule of Fees and Charges 2019-20*.

RESOLUTION

That Council:

- 1 **Adopt the *Operational Plan and Budget 2019-20* and *Schedule of Fees and Charges 2019-20* with amendments as outlined in Section 4 of this report.**
- 2 **Resolve to make a Domestic Waste Management Charge of \$530.00 per annum per service on all properties categorised as Residential for the 2019/20 rating year, pursuant to Sections 496 and 535 of the *Local Government Act 1993*.**
- 3 **Resolve to make a Domestic Waste Management Charge for eligible Pensioners and qualifying Self-Funded Retirees of \$400.00 per annum per service on all properties categorised as Residential for the 2019/20 rating year, pursuant to Sections 496 and 535 of the *Local Government Act 1993*.**

4 Resolve to allow the aggregation of the values of certain parcels of land subject to minimum rates in accordance with Section 548A of the *Local Government Act 1993*.

5 Resolve to make the following Stormwater Management Service Charges for the 2019/20 rating year, pursuant to Sections 496A and 535 of the *Local Government Act 1993*.

\$25.00 per rateable residential property;
 \$12.50 per rateable strata titled property;
 \$25.00 per 350 square metres for business related properties (minimum charge of \$5.00).

6 Resolve to make the following ordinary rates for the 2019-20 rating and financial year where such rates consist of an ad valorem amount and subject to a minimum amount, pursuant to Sections 492-494, 497-498, 533-535, 543 and 548 (inclusive) of the *Local Government Act 1993*:

Ordinary Rate Category Section 493	Ordinary Rate Sub Category Section 529	Ad Valorem Amount (cents in the \$)	Minimum Rate Amount	Yield
Residential	-	.00081115	\$856.50	\$30.29M
Business	-	.00595060	\$1,223.25	\$12.22M
Business	Chatswood Town Centre (CTC)	.00743860	\$1,301.00	\$7.01M
Business	Chatswood Major Retail – Chatswood Chase	.0156752	\$1,090.35	\$0.90M
Business	Chatswood Major Retail Centre – Westfield	.01530455	\$1,090.35	\$1.14M
Business	Strata Storage Facility	.00628106	\$827.00	\$0.09
Total				\$51.65M

7 Resolve to apply land valuations, with a base date 1 July 2016, for rating purposes in the 2019-20 rating and financial year.

8 Resolve to defer the Northbridge Plaza Special Rate proposed in the draft exhibition budget until the 2020/21 financial year. This will allow time to extend and reaffirm the evidence base supporting the special rate.

9 Resolve that the interest rate applicable on overdue rates and charges is 7.5% per annum for the 2019-20 rating year pursuant to Section 566 of the *Local Government Act 1993*.

MOVED COUNCILLOR NORTON

SECONDED COUNCILLOR RUTHERFORD

CARRIED

Voting

For the Resolution: Councillors Giles-Gidney, Campbell, Eriksson, Fernandez, Mustaca, Norton, Rutherford, Tuon, Wright and Zhu.

Against: Nil

Procedural Motion

Councillor Wright rose to thank the Chief Financial Officer and his staff for their hard work and contribution in compiling the *Willoughby City Council Operational Plan and Budget 2019/20* and *Schedule of Fees and Charges 2019/20*. Councillors voted unanimously to support Councillor Wright's vote of thanks.

16.2 BAD DEBT WRITE OFFS SINCE 2007

ATTACHMENTS:	1. IMPLICATIONS 2. REGISTER OF BAD DEBTS RELATED TO BUSINESS DEBTORS 3. CONFIDENTIAL ATTACHMENT - REGISTER OF BAD DEBTS RELATED TO INDIVIDUAL DEBTORS (TO BE DISTRIBUTED SEPARATELY)
RESPONSIBLE OFFICER:	DEAN FROST – CUSTOMER & CORPORATE DIRECTOR
AUTHOR:	STEPHEN NAVEN – CHIEF FINANCIAL OFFICER
CITY STRATEGY OUTCOME:	5.1 – BE HONEST, TRANSPARENT AND ACCOUNTABLE IN ALL THAT WE DO
MEETING DATE:	24 JUNE 2019

PURPOSE OF REPORT

To report on unrecoverable sundry debtor amounts and to seek approval for these amounts to be written off.

RESOLUTION

That Council approve the write off of \$270,633 of non-recoverable debts as detailed in Attachment 2 and Attachment 3.

MOVED COUNCILLOR MUSTACA

SECONDED COUNCILLOR CAMPBELL

CARRIED

Voting

For the Resolution: Councillors Giles-Gidney, Campbell, Eriksson, Fernandez, Mustaca, Norton, Rutherford, Tuon, Wright and Zhu.

Against: Nil

16.3 CORPORATE SYSTEMS REPLACEMENT - UPDATE ON NEGOTIATIONS

ATTACHMENTS:	1. IMPLICATIONS
RESPONSIBLE OFFICER:	DEAN FROST – CUSTOMER & CORPORATE DIRECTOR
AUTHOR:	BRAD HERRING (CHIEF INFORMATION OFFICER); STEPHEN NAVEN (CHIEF FINANCIAL OFFICER)
CITY STRATEGY OUTCOME:	5.1 – BE HONEST, TRANSPARENT AND ACCOUNTABLE IN ALL THAT WE DO
MEETING DATE:	24 JUNE 2019

PURPOSE OF REPORT

Update Council on preferred supplier negotiations for a corporate systems (IT systems) replacement.

RESOLUTION

That Council:

- 1. Note the progress and status of vendor negotiations for a corporate systems (IT systems) replacement.**
- 2. Delegate to the General Manager the finalisation of negotiations and entering into a contract with TechnologyOne Limited where the average annual cost for software licences does not exceed the amount noted in section 4 of the accompanying confidential report in the confidential agenda Item 3.1 *Corporate Systems Replacement – Update on Negotiations*.**

MOVED COUNCILLOR MUSTACA

SECONDED COUNCILLOR CAMPBELL

CARRIED

Voting

For the Resolution: Councillors Giles-Gidney, Campbell, Eriksson, Fernandez, Mustaca, Norton, Rutherford, Tuon, Wright and Zhu.

Against: Nil

16.4 DRAFT RISK MANAGEMENT POLICY FOR ADOPTION

ATTACHMENTS:	1. IMPLICATIONS 2. DRAFT RISK MANAGEMENT POLICY
RESPONSIBLE OFFICER:	DEAN FROST – CUSTOMER & CORPORATE DIRECTOR
AUTHOR:	EMMA HURFORD – RISK AND AUDIT COORDINATOR
CITY STRATEGY OUTCOME:	5.1 – BE HONEST, TRANSPARENT AND ACCOUNTABLE IN ALL THAT WE DO
MEETING DATE:	24 JUNE 2019

PURPOSE OF REPORT

To advise Council of the review undertaken of the *Risk Management Policy* and seek adoption of the draft policy.

RESOLUTION

That Council adopt the draft *Risk Management Policy* as shown in Attachment 2.

MOVED COUNCILLOR MUSTACA

SECONDED COUNCILLOR CAMPBELL

CARRIED

Voting

For the Resolution: Councillors Giles-Gidney, Campbell, Eriksson, Fernandez, Mustaca, Norton, Rutherford, Tuon, Wright and Zhu.

Against: Nil

16.5 INVESTMENT REPORT FOR THE MONTH OF MAY 2019

ATTACHMENTS:	1. IMPLICATIONS 2. ACTUAL PERFORMANCE AGAINST INVESTMENT POLICY (2018) 3. COUNCIL HOLDINGS AND COUNTERPARTY ANALYSIS
RESPONSIBLE OFFICER:	DEAN FROST - CUSTOMER & CORPORATE DIRECTOR
AUTHOR:	STEPHEN NAVEN – CHIEF FINANCIAL OFFICER
CITY STRATEGY OUTCOME:	5.1 – BE HONEST, TRANSPARENT AND ACCOUNTABLE IN ALL THAT WE DO
MEETING DATE:	24 JUNE 2019

PURPOSE OF REPORT

To detail Council's bank balances and investment portfolio performance as at 31 May 2019.

RESOLUTION

That Council receive the **Statement of Bank Balances and Investment Holdings as at 31 May 2019.**

MOVED COUNCILLOR MUSTACA

SECONDED COUNCILLOR CAMPBELL

CARRIED

Voting

For the Resolution: Councillors Giles-Gidney, Campbell, Eriksson, Fernandez, Mustaca, Norton, Rutherford, Tuon, Wright and Zhu.

Against: Nil

16.6 PETITIONS UPDATE

ATTACHMENTS:	1. IMPLICATIONS 2. LISTING OF PETITIONS
RESPONSIBLE OFFICER:	DEAN FROST – CUSTOMER & CORPORATE DIRECTOR
AUTHOR:	PATRICIA SHELDRAKE – MINUTES SECRETARY
CITY STRATEGY OUTCOME:	5.1 – BE HONEST, TRANSPARENT AND ACCOUNTABLE IN ALL THAT WE DO
MEETING DATE:	12 AUGUST 2019

PURPOSE OF REPORT

To present an updated list of petitions that have been submitted to Council.

RESOLUTION

That Council review and note the updated listing of petitions.

MOVED COUNCILLOR MUSTACA

SECONDED COUNCILLOR CAMPBELL

CARRIED

Voting

For the Resolution: Councillors Giles-Gidney, Campbell, Eriksson, Fernandez, Mustaca, Norton, Rutherford, Tuon, Wright and Zhu.

Against: Nil

16.7 COUNCILLOR ATTENDANCE AT LOCAL GOVERNMENT NSW ANNUAL CONFERENCE IN OCTOBER 2019

ATTACHMENTS:	1. IMPLICATIONS
RESPONSIBLE OFFICER:	DEAN FROST – CUSTOMER & CORPORATE DIRECTOR
AUTHOR:	VLADIMIR GREPL - GOVERNANCE OFFICER
CITY STRATEGY OUTCOME:	5.1 – BE HONEST, TRANSPARENT AND ACCOUNTABLE IN ALL THAT WE DO
MEETING DATE:	24 JUNE 2019

PURPOSE OF REPORT

To nominate Councillor delegates and observers to attend the Local Government NSW (LGNSW) Annual Conference at Warwick Farm in October 2019.

RESOLUTION

That Council:

- 1. Nominate Councillors Giles-Gidney, Eriksson, Norton, Rozos and Tuon as voting delegates to attend the Local Government NSW 2019 Annual Conference to be held at Warwick Farm from 14 to 16 October 2019.**
- 2. Nominate Councillor Mustaca and any other Councillor that wishes to attend as observers at the Conference.**
- 3. Consider, at its 22 July meeting, submitting motions to LGNSW for debate at the LGNSW Annual Conference.**

MOVED COUNCILLOR ZHU

SECONDED COUNCILLOR WRIGHT

CARRIED

Voting

For the Resolution: Councillors Giles-Gidney, Campbell, Eriksson, Fernandez, Mustaca, Norton, Rutherford, Tuon, Wright and Zhu.

Against: Nil

17 REPORTS FROM OFFICERS – COMMUNITY, CULTURE AND LEISURE DIRECTORATE

17.1 COMMUNITY GRANTS - EVENT SEED FUNDING 2019/2020

ATTACHMENTS:	1. IMPLICATIONS 2. RECOMMENDED APPLICANTS – EVENT SEED FUNDING 3. NOT RECOMMENDED APPLICANTS – EVENT SEED FUNDING
RESPONSIBLE OFFICER:	MELANIE SMITH – COMMUNITY, CULTURE & LEISURE DIRECTOR
AUTHOR:	SAMANTHA CONNOR - MEDIA, MARKETING & EVENTS MANAGER
CITY STRATEGY LINK:	2.3 – CELEBRATE AND ENCOURAGE OUR DIVERSITY
MEETING DATE:	24 JUNE 2019

PURPOSE OF REPORT

To seek Council's endorsement of the Officer's recommendations for the distribution of grant funds through Council's 2019/20 Community Small Grants Program – Events Seed Funding.

RESOLUTION

That Council endorse the Officer recommendations for the distribution of grant funds through the Event Seed Funding stream of the 2019/20 Community Small Grants Program as follows:

- Language Festival Association: \$1,100.
- Sydney Edible Garden Trail: \$3,000.
- Chatswood Musical Society: \$3,000.
- Protectus – Gallery 307: \$1,800.
- Mosman Musical Society: \$2,000.

MOVED COUNCILLOR ZHU

SECONDED COUNCILLOR ERIKSSON

CARRIED

Voting

For the Resolution: Councillors Giles-Gidney, Campbell, Eriksson, Fernandez, Mustaca, Norton, Rutherford, Tuon, Wright and Zhu.

Against: Nil

17.2 COMMUNITY SMALL GRANTS PROGRAM 2019/2020

ATTACHMENTS:	1. IMPLICATIONS 2. RECOMMENDED APPLICANTS – COMMUNITY SMALL GRANTS 3. RECOMMENDED APPLICANTS – THE CONCOURSE PERFORMING ARTS SUBSIDY 4. NOT RECOMMENDED APPLICANTS – COMMUNITY SMALL GRANTS 5. NOT RECOMMENDED APPLICANTS – THE CONCOURSE PERFORMING ARTS SUBSIDY
RESPONSIBLE OFFICER:	MELANIE SMITH – COMMUNITY, CULTURE & LEISURE DIRECTOR
AUTHOR:	MICHAEL CASHIN – COMMUNITY LIFE MANAGER
CITY STRATEGY OUTCOME:	2.3 – CELEBRATE AND ENCOURAGE OUR DIVERSITY
MEETING DATE:	24 JUNE 2019

PURPOSE OF REPORT

To seek Council's endorsement of the recommendations for the distribution of grant funds through Council's 2019/20 Community (Small) Grants Program and the 2019/20 The Concourse Performing Arts Subsidy.

RESOLUTION

That Council endorse the distribution of grant funds through the 2019/20 Community Small Grants Program – Community Development, Arts and Cultural and The Concourse Performing Arts Subsidy streams as follows:

Category 1A – Community Development

- Lions Club of Manly Inc. (to provide an opportunity for local children with special needs to see a circus performance): \$500.
- Naremburn Community Playgroup (to purchase equipment and toys to enable sensory play opportunities for children with disabilities attending the playgroup): \$2,381.
- Castlecrag Progress Association (to host its bi-annual fair): \$3,978.
- Integricare (to start a supported playgroup in partnership with a local church): \$1,500.
- StreetWork Australia (Urban Art classes in Chatswood for 'at risk' young people): \$2,900.
- Willoughby Environmental Protection Association Inc. (to purchase a new film projector to use for their regular public film nights): \$1,910.
- The Shepherd Centre (a school readiness therapy program for Willoughby children with hearing loss): \$2,900.
- Taldumande Youth Services (to provide a recreation and social engagement program for young people at the Crisis Refuges): \$4,000.

- Lower North Shore Domestic Violence Network (to hold simultaneous outdoor events on 4 December with other North Shore networks to promote the #1minutesilence4violence campaign): \$3,641.
- Willoughby Community Men's Shed (replacement of airborne dust removal equipment): \$1,800.
- Sydney Community Services (to purchase sporting equipment and provide physical activities for adults with a disability): \$4,000.
- Phoenix House Youth Services (to run Fun Foodies program for youth 'at risk' to help them gain practical life skills): \$2,900.
- The Humour Foundation (a free weekly Clown Doctors program at Royal North Shore Hospital): \$2,000.
- Willoughby Kids House Association Inc. (to purchase three new computers for children): \$2,069.89.
- Fighting Chance Australia (to provide workshops on Communication Skills and Relationships for Willoughby residents with disability): \$1,900.
- Lower North Shore Multicultural Network (to hold a 2020 Refugee Week event in Willoughby): \$2,500.
- St Thomas' Over 50's Group (a social group for the over 50's group that attend St Thomas church): \$3,800.

Category 2: Arts and Culture

- The Armenian Church Council of Australia (a concert at the Zenith Theatre celebrating the life and works of Armenian composer Komitas on the 150th anniversary of his birth, organised by the Church youth group): \$2,000.
- Art Therapy Open Studio (a series of art therapy based studio workshops for people experiencing chronic pain): \$2,500.

The Concourse Performing Arts Subsidy – Round 1

- Australian Art & Stageworks Inc. (to host the classic Cantonese Opera – Journey to the West: Monkey King & Skeleton Devil at The Concourse): \$5,000.
- Sydney Eisteddfod (to hold a performing arts festival with approximately 340 events): \$5,000.
- Northern Sydney Symphonic Wind Ensemble (to hold a festival that celebrates concerts and jazz bands music performed by local school bands): \$5,000.
- Willoughby Public School Parents & Citizens' Association (to hold a concert showcasing 200+ Willoughby public school students' talents and music ability): \$5,000.
- Our Lady of Dolours Catholic Primary School (to hold a Creative Arts Festival showcasing their students' performances of music and dance): \$5,000.
- Chatswood Public School – North Harbour Learning Community (to hold a concert bringing together the students, teachers and parents from four schools in the Willoughby LGA): \$5,000.
- Willoughby Theatre Company (to stage the Fiddler on the Roof musical): \$5,000.

MOVED COUNCILLOR CAMPBELL

SECONDED COUNCILLOR ZHU

CARRIED

Voting

For the Resolution: Councillors Giles-Gidney, Campbell, Eriksson, Fernandez, Mustaca, Norton, Rutherford, Tuon, Wright and Zhu.

Against: Nil

RESOLUTION

That Council endorse the distribution of grant funds through the 2019/20 Community Small Grants Program – Community Development, Arts and Cultural and The Concourse Performing Arts Subsidy streams as follows:

Category 1A – Community Development

- **Rotary Club of Northbridge Inc. (to fund 8 local girls aged 14-16 years to attend RYPEN camps to develop skills that will assist in the transition to adulthood): \$2,500.**

Category 2: Arts and Culture

- **Howard Harrison (provision of a live music entertainment program in collaboration with the Willoughby Symphony Orchestra for residents in Dougherty Apartments Independent Living): \$1,200.**

MOVED COUNCILLOR MUSTACA

SECONDED COUNCILLOR CAMPBELL

CARRIED

Voting

For the Resolution: Councillors Campbell, Eriksson, Fernandez, Mustaca, Rutherford, Tuon, Wright and Zhu.

Against: Nil

Absent: Councillors Giles-Gidney and Norton.

Due to Her Worship the Mayor Councillor Giles-Gidney declaring an interest in Item 17.2: Community Small Grants Program 2019/20 as it relates to the Northbridge Rotary Club she withdrew from the meeting taking no part in the discussion or voting on this topic.

Due to Councillor Norton declaring an interest in Item 17.2: Community Small Grants Program 2019/20 as it relates to the Dougherty Apartments Independent Living she withdrew from the meeting taking no part in the discussion or voting on this topic.

Deputy Mayor Rutherford assumed the Chair in the Mayor's absence for this item.

17.3 ARTARMON FACILITIES REVIEW

ATTACHMENTS:	1. IMPLICATIONS 2. COMMUNITY CONSULTATION REPORT
RESPONSIBLE OFFICER:	MELANIE SMITH – COMMUNITY, CULTURE & LEISURE DIRECTOR
AUTHOR:	MICHAEL CASHIN – COMMUNITY LIFE MANAGER
CITY STRATEGY OUTCOME:	5.3 – BALANCE THE CREATION OF NEW PUBLIC ASSETS WITH THE UPGRADE OF EXISTING PUBLIC ASSETS
MEETING DATE:	24 JUNE 2019

PURPOSE OF REPORT

To provide Council with feedback from the community consultation for the future use of facilities in Artarmon.

Procedural Motion

That the following people address the meeting: and answer questions of the Councillors:

- **Professor Kenneth Miller**
- **Alexander Demetriou**
- **Bob Taffel – Willoughby South Progress Association**
- **Glenda Hewitt**
- **Anna Greco**
- **Peter Wilton – Artarmon Progress Association**

MOTION

That Council:

- 1. Recognise the contribution of the Artarmon Bowling Club Citizens Panel and the completion of their task and endorse the cessation of the Artarmon Bowling Club Citizens Panel.**
- 2. Expand the use of existing community facilities to endorse a Section 4.55 application for DA amendment of Artarmon Kids Cottage community centre for general community use and to increase hireable hours by 28.5 hours per week.**
- 3. Endorse the demolition of the former Artarmon Bowling Clubhouse and the development of the former Artarmon Bowling Clubhouse site as a community pavilion.**

4. Consider bringing forward, at next quarter budget review, \$150,000 of cy-pres projects funds to the 2019/20 financial year that are now in the long-term financial plan for the 2020/21 financial year for the demolition of the former Artarmon Bowling Clubhouse and the design and approval of a community pavilion.
5. Ensure that the honour boards or other memorabilia are preserved and consideration be given to their incorporation into future development of the site.

MOVED COUNCILLOR WRIGHT

SECONDED COUNCILLOR TUON

CARRIED

Voting

For the Resolution: Councillors Giles-Gidney, Campbell, Eriksson, Mustaca, Rutherford, Tuon, Wright and Zhu.

Against: Councillors Fernandez and Norton.

The motion on being put to the meeting was carried to become the resolution of Council.

RESOLUTION

That Council expand the use of existing community facilities to endorse a Section 4.55 application for DA amendment to increase the hireable hours at 139 Artarmon Rd community centre by 16 hours per week.

MOVED COUNCILLOR WRIGHT

SECONDED COUNCILLOR ERIKSSON

CARRIED

Voting

For the Resolution: Councillors Giles-Gidney, Campbell, Eriksson, Fernandez, Mustaca, Norton, Rutherford, Wright and Zhu.

Against: Nil

Absent: Councillor Tuon

Due to Councillor Tuon declaring an interest in Item 17.3: Artarmon Facilities Review as it relates to 139 Artarmon Road Community Centre she withdrew from the meeting taking no part in the discussion or voting on this topic.

17.4 TENNIS COURT STRATEGY 2019 - PUBLIC EXHIBITION

ATTACHMENTS:	1. IMPLICATIONS 2. DRAFT TENNIS COURT STRATEGY
RESPONSIBLE OFFICER:	MELANIE SMITH – COMMUNITY, CULTURE & LEISURE DIRECTOR
AUTHOR:	JULIE WHITFIELD – OPEN SPACE CO-ORDINATOR
CITY STRATEGY OUTCOME:	5.1 – BE HONEST, TRANSPARENT AND ACCOUNTABLE IN ALL THAT WE DO
MEETING DATE:	24 JUNE 2019

PURPOSE OF REPORT

To seek Council's endorsement to place the draft Tennis Court Strategy 2019 on public exhibition.

MOTION

That Council:

- 1. Approve the public exhibition of the draft Tennis Court Strategy dated May 2019.**
- 2. Receive a further report after the conclusion of the public exhibition of the draft Tennis Court Strategy by December 2019.**

MOVED COUNCILLOR MUSTACA

SECONDED COUNCILLOR ZHU

CARRIED

Voting

For the Resolution: Councillors Giles-Gidney, Campbell, Eriksson, Fernandez, Mustaca, Rutherford, Tuon, Wright and Zhu.

Against: Councillor Norton

The motion on being put to the meeting was carried to become the resolution of Council.

18 REPORTS FROM OFFICERS – PLANNING AND INFRASTRUCTURE DIRECTORATE

18.1 REVIEW OF WILLOUGHBY DCP - STAGE 1 - PART C5 WATER MANAGEMENT

ATTACHMENTS:	<ol style="list-style-type: none">1. IMPLICATIONS2. DRAFT WILLOUGHBY DEVELOPMENT CONTROL PLAN: PART C.5 – WATER MANAGEMENT3 DRAFT TECHNICAL STANDARD NO 1 – STORMWATER MANAGEMENT (FEBRUARY 2019)4 WDCP – CONTENT TABLE
RESPONSIBLE OFFICER:	NORMA SHANKIE-WILLIAMS – STRATEGIC PLANNING TEAM LEADER
AUTHOR:	ARTHUR TSEMBIS – DEVELOPMENT ASSESSMENT OFFICER
CITY STRATEGY OUTCOME:	1.4 – REDUCE ENERGY, WATER AND RESOURCE WASTE AND ENCOURAGE REUSE
MEETING DATE:	24 JUNE 2019

PURPOSE OF REPORT

To advise Council of the outcome of the exhibition of amended *Part C.5 – Water Management of Willoughby Development Control Plan (WDCP)* and amended *Technical Standard No. 1 – Stormwater Management (February 2019)*.

MOTION

That Council:

1. Adopt the amended *Part C.5 – Water Management of Willoughby Development Control Plan (WDCP)* and amended *Technical Standard No. 1 – Stormwater Management (February 2019)* in accordance with Section 22(1) of the *Environmental Planning and Assessment Regulation 2000*.
2. Accept the further amendments to the documents, noting that the changes do not alter the intent of *Part C.5 – Water Management of Willoughby Development Control Plan (WDCP)* or *Technical Standard No. 1 – Stormwater Management (February 2019)*.
3. Authorise the General Manager to make appropriate amendments to *Part C.5 – Water Management of Willoughby Development Control Plan (WDCP)* and *Technical Standard No. 1 – Stormwater Management (February 2019)* which do not change the intent of the plan and technical standard.

4. Remove the words “*and the area of the development does not exceed 25 sq metres*” from Table 5.2.2 in Attachment 2.

MOVED COUNCILLOR WRIGHT

SECONDED COUNCILLOR MUSTACA

NOT PUT

AMENDMENT

That Council:

1. Adopt the amended *Part C.5 – Water Management of Willoughby Development Control Plan (WDCP)* and amended *Technical Standard No. 1 – Stormwater Management (February 2019)* in accordance with Section 22(1) of the *Environmental Planning and Assessment Regulation 2000*.
2. Accept the further amendments to the documents, noting that the changes do not alter the intent of *Part C.5 – Water Management of Willoughby Development Control Plan (WDCP)* or *Technical Standard No. 1 – Stormwater Management (February 2019)*.
3. Authorise the General Manager to make appropriate amendments to *Part C.5 – Water Management of Willoughby Development Control Plan (WDCP)* and *Technical Standard No. 1 – Stormwater Management (February 2019)* which do not change the intent of the plan and technical standard.
4. Remove the clause relating to “*alterations and additions to minor developments that do not result in more than 5% over the existing impervious area and the area of the development does not exceed 25 sq metres*” in Table 5.2.2 in Attachment 2 and receive a further report on the pros and cons of the clause.

MOVED COUNCILLOR NORTON

SECONDED COUNCILLOR RUTHERFORD

CARRIED

Voting

For the Motion: Councillors Giles-Gidney, Eriksson, Fernandez, Norton, Rutherford, Tuon and Zhu.

Against: Councillors Campbell, Mustaca and Wright.

The amendment on being put to the meeting was carried to become the resolution of Council.

Voting

For the Resolution: Councillors Giles-Gidney, Eriksson, Fernandez, Norton, Rutherford, Tuon and Zhu.

Against: Councillors Campbell, Mustaca and Wright.

18.2 OUR GREEN CITY PLAN 2028

ATTACHMENTS:	1. IMPLICATIONS 2. SUBMISSION SUMMARY AND RESPONSES 3. SURVEY RESPONSES REPORT AND COPIES OF WRITTEN SUBMISSIONS 4. FINAL OUR GREEN CITY PLAN 2028
RESPONSIBLE OFFICER:	DAVID ROBERTS – ENVIRONMENT MANAGER
AUTHOR:	PETER LISLE – ACTING SUSTAINABILITY TEAM LEADER
CITY STRATEGY OUTCOME:	1.2 – PROMOTE SUSTAINABLE LIFESTYLES AND PRACTICES
MEETING DATE:	24 JUNE 2019

PURPOSE OF REPORT

To seek endorsement of *Our Green City Plan 2028*.

RESOLUTION

That Council endorse *Our Green City Plan 2028*.

MOVED COUNCILLOR MUSTACA

SECONDED COUNCILLOR CAMPBELL

CARRIED

Voting

For the Resolution: Councillors Giles-Gidney, Campbell, Eriksson, Fernandez, Mustaca, Norton, Rutherford, Tuon, Wright and Zhu.

Against: Nil

18.3 WILLOUGHBY COUNCIL - DRAFT DESIGN EXCELLENCE GUIDELINES

ATTACHMENTS:	1. IMPLICATIONS 2. DRAFT DESIGN EXCELLENCE POLICY 3. GUIDELINES FOR DESIGN EXCELLENCE REVIEW AND COMPETITIONS
RESPONSIBLE OFFICER:	GREG MCDONALD – PLANNING & INFRASTRUCTURE DIRECTOR
AUTHOR:	WIL ROBERTSON – URBAN DESIGN SPECIALIST
CITY STRATEGY OUTCOME:	3.4 – CREATE DESIRABLE PLACES TO BE AND ENJOY
MEETING DATE:	24 JUNE 2019

PURPOSE OF REPORT

To present the *Design Excellence Policy and Guidelines for Design Excellence Review and Competitions* (Guidelines) for Council endorsement.

RESOLUTION

That Council:

1. Endorse the attached Willoughby *Design Excellence Policy and Guidelines for Design Excellence Review and Competitions* for exhibition.
2. Exhibit the Willoughby *Design Excellence Policy and Guidelines for Design Excellence Review and Competitions* for 28 days and report to Council with feedback and recommendation for adoption by 9 September 2019.
3. Delegate authority to the General Manager to make changes that do not change the intent of the Willoughby *Design Excellence Policy* and the *Willoughby City Council Guidelines for Design Excellence Review and Competitions*.

MOVED COUNCILLOR ZHU

SECONDED COUNCILLOR ERIKSSON

CARRIED

Voting

For the Resolution: Councillors Giles-Gidney, Campbell, Eriksson, Fernandez, Mustaca, Norton, Rutherford, Tuon, Wright and Zhu.

Against: Nil

19 NOTICE OF MOTION

19.1 NOTICE OF MOTION: SMOKE FREE ZONE IN WILKES AVENUE, ARTARMON

RESPONSIBLE OFFICER:	GREG MCDONALD – PLANNING & INFRASTRUCTURE DIRECTOR
AUTHOR:	GREG MCDONALD – PLANNING & INFRASTRUCTURE DIRECTOR
CITY STRATEGY OUTCOME:	1.2 – PROMOTE SUSTAINABLE LIFESTYLES AND PRACTICES
MEETING DATE:	24 JUNE 2019

PURPOSE OF REPORT

Councillor Wright has indicated his intention to move the following Notice of Motion.

Procedural Motion

That the following people address the meeting:

- Jeremy Bell
- Lyndall Bell

MOTION

That Council declare Wilkes Avenue, Artarmon and the associated laneway behind the old Artarmon Library, smoke free zones.

MOVED COUNCILLOR WRIGHT

SECONDED COUNCILLOR TUON

CARRIED

Voting

For the Resolution: Councillors Giles-Gidney, Campbell, Eriksson, Fernandez, Mustaca, Norton, Rutherford, Tuon, Wright and Zhu.

Against: Nil

The motion on being put to the meeting was carried to become the resolution of Council.

20 CONFIDENTIAL MATTERS

20.1 CONFIDENTIAL - CORPORATE SYSTEMS REPLACEMENT - UPDATE ON NEGOTIATIONS

ATTACHMENTS:	1. IMPLICATIONS
RESPONSIBLE OFFICER:	DEAN FROST – CUSTOMER & CORPORATE DIRECTOR
AUTHOR:	BRAD HERRING (CHIEF INFORMATION OFFICER) STEPHEN NAVEN (CHIEF FINANCIAL OFFICER)
CITY STRATEGY OUTCOME:	5.1 – BE HONEST, TRANSPARENT AND ACCOUNTABLE IN ALL THAT WE DO
MEETING DATE:	24 JUNE 2019

REASON FOR CONFIDENTIALITY

This report is **CONFIDENTIAL** in accordance with Section 10A(2)(c) 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

PURPOSE OF REPORT

Update Council on preferred supplier negotiations for a corporate systems (IT systems) replacement.

RESOLUTION

That Council receive and note the report *Confidential – Corporate Systems Replacement – Update on Negotiations*.

MOVED COUNCILLOR MUSTACA

SECONDED COUNCILLOR CAMPBELL

CARRIED

Voting

For the Recommendation: Councillors Giles-Gidney, Campbell, Eriksson, Fernandez, Mustaca, Norton, Rutherford, Tuon, Wright and Zhu.

Against: Nil

21 QUESTIONS WITH NOTICE

NIL

- **The Mayor Councillor Giles-Gidney and Councillor Norton left the meeting at 8:23pm during debate on Item 17.2: Community Small Grants Program 2019/20, as it related respectively to Rotary Club of Northbridge and Dougherty Apartments Independent Living, taking no part in the debate or vote on this topic. They returned to the meeting at 8:25pm. Deputy Mayor Rutherford took the chair in the Mayor's absence.**
- **Councillor Tuon left the chamber at 8:10pm during discussion on Item 17.3: Artarmon Facilities Review as it related to 139 Artarmon Road Community Centre taking no part in the debate or vote on this topic. She returned to the meeting at 8:12pm.**

The meeting concluded at 8:59pm

I have authorised a stamp bearing my signature to be affixed to the pages of the Minutes of the Ordinary Council Meeting held on 24 June 2019. I confirm that Council has adopted these Minutes as a true and accurate record of the meeting.