

## Resolution of Council

**21 February 2022**

### **Item 4.1**

#### **Council Committees - Functions, Membership and Election of Deputy Chairpersons**

##### **Memorandum by the Chief Executive Officer**

To Council:

In accordance with the provisions of section 360 of the Local Government Act 1993, the Local Government (General) Regulation 2021 and clause 18.2 of the City of Sydney Code of Meeting Practice (the Code), the council may establish such committees as it considers necessary.

In 2019, Council resolved to adopt meeting times, functions, policies and procedures of the following Committees and Sub-Committees:

- Corporate, Finance, Properties and Tenders Committee, inclusive of the Economic Development and Business Sub-Committee, commencing at 2.00pm.
- Environment Committee, commencing at the conclusion of the Corporate, Finance, Properties and Tenders Committee.
- Cultural and Community Committee, comprising two Sub-Committees: the Cultural and Creative Sub-Committee and the Healthy Communities Sub-Committee, meeting consecutively at the conclusion of the Environment Committee.
- Transport, Heritage and Planning Committee, commencing at the conclusion of the Cultural and Community Committee.

## **Committee Structure**

Following a review of the administrative arrangements associated with Council's existing Committee structure, a number of amendments are recommended:

- the establishment of four new Committees –
  - the Business and Economic Development Committee (previously a Sub-Committee of the Corporate, Finance, Properties and Tenders Committee);
  - the Housing For All Committee;
  - the Cultural and Creative Committee; and
  - the Resilient Communities Committee.

The Housing For All Committee, Cultural and Creative Committee and the Resilient Communities Committee replace the Cultural and Community Committee (comprising two Sub-Committees: the Cultural and Creative Sub-Committee and the Healthy Communities Sub-Committee).

- the Environment Committee and Transport, Heritage and Planning Committee be combined into the Transport, Heritage, Environment and Planning Committee

The administrative arrangements associated with Council's committees are detailed in the "Functions, Delegations, Policies and Procedures of Council Committees" (refer Attachment A). This document has been amended to reflect the changes in Committee structure detailed above.

## **Election of Deputy Chairpersons**

Council may elect a Deputy Chairperson of each Committee in accordance with clauses 18.15 and 18.16 of the Code of Meeting Practice.

Previously, the Council has chosen to hold a separate election for each of the Deputy Chairperson positions. Elections were conducted by open, exhaustive voting (that is, by a show of hands or similar means for candidates duly nominated).

At the Council meeting of 21 September 2020, Council elected Deputy Chairpersons for each of Council's Committees and Sub-Committees for a term commencing immediately and ending on the day appointed for the next ordinary election of Council, with the Lord Mayor chairing all Committees.

Council will be required to elect a Deputy Chairperson for each of the following Committees for the new term of office commencing immediately and ending on 30 September 2022:

- (1) Corporate, Finance, Properties and Tenders Committee
- (2) Business and Economic Development Committee
- (3) Housing For All Committee
- (4) Cultural and Creative Committee
- (5) Resilient Communities Committee

(6) Transport, Heritage, Environment and Planning Committee

### **Recommendation**

It is resolved that:

- (A) the Functions, Delegations, Policies and Procedures of Council Committees, as shown at Attachment A to the subject Memorandum, be endorsed and adopted;
- (B) Council elect the Deputy Chairpersons of the Corporate, Finance, Properties and Tenders Committee, Business and Economic Development Committee, Housing For All Committee, Cultural and Creative Committee, Resilient Communities Committee and Transport, Heritage, Environment and Planning Committee for a term commencing immediately following the election and ending on 30 September 2022;
- (C) the method of voting be open, exhaustive voting; and
- (D) the Chief Executive Officer conduct the election forthwith.

### **MONICA BARONE**

Chief Executive Officer

Moved by the Chair (the Lord Mayor), seconded by Councillor Scully –

It is resolved that:

- (A) the Functions, Delegations, Policies and Procedures of Council Committees, as shown at Attachment A to the subject Memorandum, be endorsed and adopted;
- (B) Council elect the Deputy Chairpersons of the Corporate, Finance, Properties and Tenders Committee, Business and Economic Development Committee, Housing For All Committee, Cultural and Creative Committee, Resilient Communities Committee and Transport, Heritage, Environment and Planning Committee for a term commencing immediately following the election and ending on 30 September 2022;
- (C) the method of voting be open, exhaustive voting; and
- (D) the Chief Executive Officer conduct the election forthwith.

The motion was carried on the following show of hands –

Ayes (9)      The Chair (the Lord Mayor), Councillors Chan, Davis, Ellsmore, Gannon, Jarrett, Kok, Scott and Scully

Noes (1)      Councillor Weldon.

Motion carried.

At this stage of the meeting, the Chief Executive Officer, as Returning Officer, called upon the Council Business Coordinator to assist with the conduct of the ballot.

The Council Business Coordinator invited nominations from Councillors for the positions of Deputy Chairs of Committees.

Nominations were made and accepted as follows.

Elections were conducted, in alphabetical order, with the results as follows –

(1) Corporate, Finance, Properties and Tenders Committee

One nomination for the Deputy Chairperson was received, as follows -

Councillor Jess Scully (nominated by Councillor Kok, seconded by Councillor Chan).

Councillor Scully indicated acceptance of her nomination.

There were no other nominations.

The Council Business Coordinator then declared Councillor Scully duly elected to the position of Deputy Chairperson of the Corporate, Finance, Properties and Tenders Committee for a term commencing immediately and ending on 30 September 2022.

(2) Business and Economic Development Committee

One nomination for the Deputy Chairperson was received, as follows -

Councillor Robert Kok (nominated by Councillor Scully, seconded by Councillor Chan).

Councillor Kok indicated acceptance of his nomination.

There were no other nominations.

The Council Business Coordinator then declared Councillor Kok duly elected to the position of Deputy Chairperson of the Business and Economic Development Committee for a term commencing immediately and ending on 30 September 2022.

(3) Housing For All Committee

One nomination for the Deputy Chairperson was received, as follows -

Councillor Sylvie Ellsmore (nominated by Councillor Ellsmore, seconded by Councillor Scott).

Councillor Ellsmore indicated acceptance of his nomination.

There were no other nominations.

The Council Business Coordinator then declared Councillor Ellsmore duly elected to the position of Deputy Chairperson of the Housing For All Committee for a term commencing immediately and ending on 30 September 2022.

(4) Cultural and Creative Committee

One nomination for the Deputy Chairperson was received, as follows –

Councillor Lyndon Gannon (nominated by Councillor Scully, seconded by Councillor Kok).

Councillor Gannon indicated acceptance of his nomination.

There were no other nominations.

The Council Business Coordinator then declared Councillor Gannon duly elected to the position of Deputy Chairperson of the Cultural and Creative Committee for a term commencing immediately and ending on 30 September 2022.

(5) Resilient Communities Committee

One nomination for the Deputy Chairperson was received, as follows –

Councillor (Waskam) Emelda Davis (nominated by Councillor Chan, seconded by Councillor Kok).

Councillor Davis indicated acceptance of her nomination.

There were no other nominations.

The Council Business Coordinator then declared Councillor Davis duly elected to the position of Deputy Chairperson of the Resilient Communities Committee for a term commencing immediately and ending on 30 September 2022.

(6) Transport, Heritage, Environment and Planning Committee

One nomination for the Deputy Chairperson was received, as follows -

Councillor HY William Chan (nominated by Councillor Kok, seconded by Councillor Gannon).

Councillor Chan indicated acceptance of his nomination.

There were no other nominations.

The Council Business Coordinator then declared Councillor Chan duly elected to the position of Deputy Chairperson of the Transport, Heritage, Environment and Planning Committee for a term commencing immediately and ending on 30 September 2022.

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Note – the Terms of Reference for Council's Committees are as follows:

**CORPORATE, FINANCE, PROPERTIES AND TENDERS  
COMMITTEE**

- Meeting Time: Monday 2.00pm
- Venue: Council Chamber
- Chairperson: The Lord Mayor – Councillor Clover Moore
- Deputy Chairperson: Councillor Jess Scully
- Members: Councillor HY William Chan  
Councillor (Waskam) Emelda Davis  
Councillor Sylvie Ellsmore  
Councillor Lyndon Gannon  
Councillor Shauna Jarrett  
Councillor Robert Kok  
Councillor Linda Scott  
Councillor Yvonne Weldon
- Quorum: A majority of the members of the Committee
- Functions: To deal with all matters relating to:
- (a) Finance
  - (b) Consideration of budgets and quarterly budget performance
  - (c) Information technology policy
  - (d) Asset management
  - (e) Internal and external audit
  - (f) Fees and charges
  - (g) Rating matters
  - (h) City vehicles and fleet management
  - (i) City operational and property investment facilities
  - (j) Industrial relations
  - (k) Organisational policy

(l) City property management, including management, maintenance, leasing, licensing and sale of Council property (excluding footways but including the use, leasing and purchase of other non-Council property)

(m) Tenders valued at over \$5 million

## **BUSINESS AND ECONOMIC DEVELOPMENT COMMITTEE**

Meeting Time: At the conclusion of the meeting of the Corporate, Finance, Properties and Tenders Committee

Venue: Council Chamber

Chairperson: The Lord Mayor

Deputy Chairperson: Councillor Robert Kok

Members: Councillor HY William Chan  
Councillor (Waskam) Emelda Davis  
Councillor Sylvie Ellsmore  
Councillor Lyndon Gannon  
Councillor Shauna Jarrett  
Councillor Linda Scott  
Councillor Jess Scully  
Councillor Yvonne Weldon

Quorum: A majority of the members of the Committee

Functions: To deal with all matters relating to:

- (a) Economic development and strategy
- (b) Global city relationships, trade and marketing
- (c) Innovation
- (d) Village economies
- (e) Small business
- (f) City retailing
- (g) Operational and promotional issues relating to restaurants and hotels
- (h) Tourism



(i) Grants and sponsorships related to the above

## HOUSING FOR ALL COMMITTEE

Meeting Time: At the conclusion of the meeting of the Business and Economic Development Committee

Venue: Council Chamber

Chairperson: The Lord Mayor

Deputy Chairperson: Councillor Sylvie Ellsmore

Members: Councillor HY William Chan  
Councillor (Waskam) Emelda Davis  
Councillor Lyndon Gannon  
Councillor Shauna Jarrett  
Councillor Robert Kok  
Councillor Linda Scott  
Councillor Jess Scully  
Councillor Yvonne Weldon

Quorum: A majority of the members of the Committee

Functions: To deal with all matters relating to:

- (a) Affordable and diverse housing
- (b) Social housing
- (c) Community housing
- (d) Grants and sponsorships related to the above

## CULTURAL AND CREATIVE COMMITTEE

Meeting Time: At the conclusion of the Housing For All Committee

Venue: Council Chamber

Chairperson: The Lord Mayor

Deputy Chairperson: Councillor Lyndon Gannon

Members: Councillor HY William Chan  
Councillor (Waskam) Emelda Davis  
Councillor Sylvie Ellsmore  
Councillor Shauna Jarrett  
Councillor Robert Kok  
Councillor Linda Scott  
Councillor Jess Scully  
Councillor Yvonne Weldon

Quorum: A majority of the members of the Committee

Functions: To deal with all matters relating to:

- (a) Arts, culture, creative industries and creative practice
- (b) City events, programs and activities
- (c) Cultural and social diversity
- (d) Cultural, social and economic disadvantage
- (e) Liquor licensing
- (f) Cultural venue management
- (g) Tourism
- (h) the Film Industry
- (i) Grants and sponsorships related to the above

## RESILIENT COMMUNITIES COMMITTEE

Meeting Time: At the conclusion of the Cultural and Creative Committee

Venue: Council Chamber

Chairperson: The Lord Mayor

Deputy Chairperson: Councillor (Waskam) Emelda Davis

Members: Councillor HY William Chan  
Councillor Sylvie Ellsmore  
Councillor Lyndon Gannon  
Councillor Shauna Jarrett  
Councillor Robert Kok  
Councillor Linda Scott  
Councillor Jess Scully  
Councillor Yvonne Weldon

Quorum: A majority of the members of the Committee

Functions: To deal with all matters relating to:

- (a) Assistance to community and cultural organisations
- (b) Community services
- (c) Recreation services
- (d) Child care services
- (e) Library services
- (f) City Community facilities
- (g) City Playground facilities
- (h) Innovation
- (i) Grants and sponsorships related to the above

## **TRANSPORT, HERITAGE, ENVIRONMENT AND PLANNING COMMITTEE**

- Meeting Times: At the conclusion of the Resilient Communities Committee
- Venue: Council Chamber
- Chairperson: The Lord Mayor
- Deputy Chairperson: Councillor HY William Chan
- Members: Councillor (Waskam) Emelda Davis  
Councillor Sylvie Ellsmore  
Councillor Lyndon Gannon  
Councillor Shauna Jarrett  
Councillor Robert Kok  
Councillor Linda Scott  
Councillor Jess Scully  
Councillor Yvonne Weldon
- Quorum: A majority of the members of the Committee
- Functions: To deal with all matters relating to:
- (a) Planning instruments, ie, LEPs, DCPs, Policies
  - (b) Transport and access initiatives and issues
  - (c) Parking policy
  - (d) Traffic and the Local Pedestrian, Cycling and Traffic Calming Committee
  - (e) Referrals from other authorities for comment on any of the above matters
  - (f) All applications for footway usage approvals
  - (g) Environmental management and sustainability
  - (h) Parks and open spaces
  - (i) Street trees

- (j) Green roofs
- (k) Green lanes
- (l) Urban infrastructure, including roads, stormwater, drainage and footpaths
- (m) Swimming in the harbour
- (n) Street and footpath maintenance and cleaning
- (o) Graffiti removal
- (p) Waste and recycling
- (q) Street furniture
- (r) Street lighting
- (s) Grants and sponsorships related to the above

## **POLICIES AND PROCEDURES OF COMMITTEES**

- (a) The structure and functions of Committees is standing policy of Council.
- (b) All correspondence from, or to, all Committees, shall be handled through normal Council processes.
- (c) All Committees shall be advisory to Council and have no independent role, except where specific authorities are delegated to them by Council.
- (d) Matters dealt with in Committee shall be submitted to Council without recommendation only when the chairperson so determines.
- (e) The chairpersons of Standing Committees shall have a casting vote in the event of an equality of voting.