

Item 4.1**City of Sydney Advisory Panels and Working Group – Updated Terms of Reference****File No: X086747****Memorandum by the Chief Executive Officer**

To Council:

On 21 February 2022, Council resolved to establish a number of new advisory panels, committees and a working group in addition to Council's existing advisory panels and committees, each with Council appointed Councillor representatives. The Lord Mayor (or delegate) is also a member of these panels, committees and working groups.

On 27 June 2022, Council endorsed the appointment of advisory panel and working group members, endorsed Terms of Reference for the advisory panels and working group and requested that amendments be made to all Terms of Reference to include that advocacy is to be in alignment with the City's policies, strategies and operational plans and that management of conflicts of interest be more explicitly and consistently referenced across all Terms of Reference.

In accordance with the Council resolution, the requested updates have been made to the Terms of Reference to include that advocacy is to be in alignment with the City's policies, strategies and operational plans and to make explicit Code of Conduct and conflict of interest requirements. Administrative updates have also been made for clarity and to promote consistency (where practicable) across the panels, noting that the Terms of Reference now all use the updated City template. Council is required to endorse these updates to the Terms of Reference.

Meetings of the new advisory panels and working group will commence in September 2022.

This memorandum seeks Council endorsement of the updated Terms of Reference and requests that authority be delegated to the Chief Executive Officer to make minor amendments to the above Terms of Reference, in consultation with the relevant advisory panel or working group.

Recommendation

It is resolved that:

- (A) Council endorse the updated Terms of Reference - Business, Economic Development and Covid Recovery Advisory Panel as shown at Attachment A to the subject memorandum;
- (B) Council endorse the updated Terms of Reference – Cultural and Creative Sector Advisory Panel as shown at Attachment B to the subject memorandum;
- (C) Council endorse the updated Terms of Reference – Housing For All Working Group as shown at Attachment C to the subject memorandum;

- (D) Council endorse the updated Terms of Reference - Multicultural Advisory Panel as shown at Attachment D to the subject memorandum;
- (E) authority be delegated to the Chief Executive Officer to make minor amendments to the above Terms of Reference, in consultation with the relevant panel of working group and to correct any drafting errors and finalise design, artwork and accessible formats for publication.

MONICA BARONE

Chief Executive Officer

Attachments

- Attachment A.** Updated Terms of Reference - Business, Economic Development and Covid Recovery Advisory Panel
- Attachment B.** Updated Terms of Reference – Cultural and Creative Sector Advisory Panel
- Attachment C.** Updated Terms of Reference – Housing For All Working Group
- Attachment D.** Updated Terms of Reference – Multicultural Advisory Panel