

# *NOTICE OF COUNCIL MEETING*

## *PUBLIC SUPPLEMENTARY*

### *AGENDA - B*

An Ordinary Meeting of City of Parramatta Council will be held in the Cloister Function Rooms, St Patrick's Cathedral, 1 Marist Place, Parramatta on Tuesday, 26 April 2022 at 6:30pm.

Brett Newman  
CHIEF EXECUTIVE OFFICER

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**MINUTE OF THE LORD MAYOR**

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<b>ITEM NUMBER</b>	8.1
<b>SUBJECT</b>	City of Parramatta Citizenship Ceremonies
<b>REFERENCE</b>	F2021/02779 - D08496666
<b>REPORT OF</b>	Lord Mayor, Councillor Donna Davis

**CSP THEME: WELCOMING**

**WORKSHOP/BRIEFING DATE:** Nil

**PURPOSE:**

The purpose of this Lord Mayor Minute is to note the number of people whose application for Australian Citizenship by Conferral is approved and who are currently awaiting to attend an Australian Citizenship Ceremony in the City of Parramatta, and activities being undertaken by Council to address this waitlist.

**RECOMMENDATION:**

- (a) **That** Council note the important role local government and our City plays in the delivery of citizenship ceremonies, and that we value this important symbolic and legal role in formally welcoming new Citizens into the Australian community.
- (b) **That** Council note plans are in place for a further six Citizenship Ceremonies to be delivered by Council on 17 & 18 May 2022, with approximately 2,400 attendees expected to be conferred with Citizenship.
- (c) **That** Council note in the first quarter of 2022, Home Affairs approved 1,487 applicants to the City of Parramatta LGA waitlist, and it is anticipated another 1,487 will be approved in the second quarter of 2022.
- (d) **That** Council note the additional pressures placed on Council to deliver ceremonies in a timely manner to meet the high number of conferees placed on the City of Parramatta LGA waitlist by Home Affairs on an ongoing basis.
- (e) **Further, that** Council writes to the Minister for Home Affairs, the Minister for Immigration, Citizenship, Migrant Services and Multicultural Affairs, the Shadow Minister for Home Affairs, Immigration and Citizenship, and the Secretary of the Department of Home Affairs regarding the additional pressures experienced by councils in the delivery of ceremonies, seeking:
  - a. Consideration of funding contributions to councils to assist in the delivery of citizenship ceremonies; and
  - b. The re-establishment of the regular meetings with the network of council officers responsible for the delivery of citizenship ceremonies to understand the increasing budgetary and logistical pressures to deliver citizenship ceremonies in a timely, practical manner.

## BACKGROUND

1. Citizenship ceremonies are governed by the *Australian Citizenship Act 2007* (the Act), the *Australian Citizenship Regulation 2016* (the Regulation) and the *Australian Citizenship Ceremonies Code* (the Code).
2. Since the early 1950's successive Commonwealth Governments have accorded local government a significant role in Australian Citizenship through the conferral of Australian Citizenship at citizenship ceremonies.
3. Under the Code and the Act, citizenship conferees are required to undertake a pledge of commitment, and mayors of local councils are approved by the Minister for Citizenship as an authorised presiding officer for conducting citizenship ceremonies.
4. The delivery of the Australian Citizenship Program is the responsibility of the Department of Home Affairs, who are supported by local councils throughout Australia for the delivery of local citizenship ceremonies.
5. In recent months, Council has received a number of e-mails from local residents whose application for Australian Citizenship by Conferral has been approved by the Department of Home Affairs (Home Affairs), and who are awaiting a Citizenship Ceremony in the City of Parramatta Local Government Area (LGA).
6. On 18 February 2022, a response to a Freedom of Information Request (FOI) detailed the number of people whose application for 'Australian Citizenship by Conferral' is approved, completed the test and who are currently waiting to attend an Australian citizenship ceremony at all applicable New South Wales councils as at the time of the FOI request.
7. At the time of the FOI, the number of people waiting to attend an Australian citizenship ceremony in the City of Parramatta was 3,056.
8. One of the main contributing factors to the increased waiting lists was the inability to deliver large scale citizenship ceremonies as a direct result of Public Health Order restrictions.
9. On 6 April 2022, Council reduced this waitlist number by 604 applicants to 2,452, following citizenship ceremonies held at Riverside Theatres.
10. Council has made arrangements for six citizenship ceremonies to take place over 17 & 18 May 2022, which will seek to confer citizenship on approximately 2,400 applicants.
11. All Councillors are invited to attend these citizenship ceremonies, with invitations issued by the Civic Program & Protocol team.
12. Council's Civic Program & Protocol team lead the delivery of our ongoing citizenship ceremonies program, and continually review waitlist numbers and ceremony logistics against the established program budget to ensure applicants can be conferred with citizenship in a timely, practical manner.

13. The Department of Home Affairs manages the Australian citizenship program, and the list of conferees who have been approved for citizenship and are ready to attend a ceremony.
14. Between January – March 2022, Home Affairs approved 1,487 new conferees to the City of Parramatta LGA waitlist. Their current advice regarding estimated approvals is that another 1,487 conferees are anticipated to be approved between April – June 2022 at the current rate (per rolling three-month average).
15. Pre-COVID, Home Affairs would also hold regular meetings with a network of council officers responsible for delivering citizenship ceremonies.
16. This Lord Mayor Minute seeks to draw attention to the important role local government plays in conferring citizenship and welcoming people into the local community, the additional pressures placed on Council due to increasing waitlist numbers and the considerable efforts and cost to Council to deliver ceremonies in a timely manner that respects the significance of the occasion.
17. Council is committed to delivering citizenship ceremonies in a timely, practical manner, to ensure that members of our community can formally identify with Australia and be conferred with the significant privileges that allow them to participate fully in the community. This includes the right to vote in elections, apply for work in the public service or defence force, apply for an Australian passport or receive help from Australian officials while overseas.

#### **FINANCIAL IMPLICATION FOR COUNCIL**

18. There are no new financial implications for Council for the 2021/22 Financial Year as a result of this Lord Mayor Minute, with the proposed correspondence to be drafted within existing resources in the Office of the Lord Mayor.
19. The delivery of citizenship ceremonies are funded through the adopted Civic Program & Protocol operational budgets, with variations reported to Council as part of the Quarterly Budget Review process.
20. The proposed budget for the delivery of citizenship ceremonies in the 2022/23 FY will be considered as part of the draft Operational Plan and Budget 2022/23 report being present to Council in May.
21. Actual costs incurred by local councils vary according to a number of factors including ceremony frequency, conferee numbers and the individual preferences of councils.
22. No financial contributions are made by Home Affairs to the delivery of Council's citizenship ceremonies, with administrative work carried out by Home Affairs officers in the preparation of pledge verification lists and citizenship certificates.

**Lord Mayor, Councillor Donna Davis**

#### **ATTACHMENTS:**

There are no attachments for this report.

#### **REFERENCE MATERIAL**

**MINUTE OF THE LORD MAYOR**

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<b>ITEM NUMBER</b>	8.2
<b>SUBJECT</b>	Macquarie Boys' Technology High School Site
<b>REFERENCE</b>	F2021/02779 - D08499779
<b>REPORT OF</b>	Lord Mayor, Councillor Donna Davis

**CSP THEME:** FAIR

**WORKSHOP/BRIEFING DATE:** Nil

**PURPOSE:**

The purpose of this Lord Mayor Minute is to write to the NSW Government for an update on planning for the education precinct in Rydalmere announced in their 2018 media release on the site of the former Macquarie Boys' Technology High School.

**RECOMMENDATION:**

- (a) **That** Council note the announcement of the NSW Government in October 2018 – 'Planning begins for new Rydalmere Education Precinct' regarding plans for a new school on the site of the former Macquarie Boys' Technology High School.
- (b) **Further, that** Council write to the Hon Dr Geoff Lee MP, Member for Parramatta, and the Hon Sarah Mitchell MLC, Minister for Education and Early Learning, to seek an update on the planning for an educational institution on this site including the delivery timeline.

**BACKGROUND**



1. On 31 October 2018, the then Minister for Education, the Hon Rob Stokes MP, announced that plans were underway for a new purpose-built Kindergarten to Year 12 school in Rydalmere, on the site of the former Macquarie Boys' Technology High School.
2. At the time of the announcement, Minister Stokes said the need to establish another new K-12 school was testament to Parramatta's increasing significance as the new population centre of Sydney.
3. Three years after this initial announcement, the NSW Government, as part of the NSW 2021/22 Budget, announced funding for 44 new and upgraded school projects. This included the proposed education campus in Rydalmere, for education facilities to cater for students from Kindergarten to Year 12.
4. The March 2022 update from the NSW Department of Education – School Infrastructure advises that the Rydalmere Education Campus is in the master planning stages.
5. This Lord Mayor Minute proposes a letter be sent to the Hon Dr Geoff Lee MP, Member for Parramatta, and the Hon Sarah Mitchell MLC, Minister for Education and Early Learning, seeking an update on the planning for this site, including the timeline for the delivery and construction of this much-needed piece of educational infrastructure.

## **FINANCIAL IMPLICATION FOR COUNCIL**

6. There are no new financial implications for Council as a result of this Lord Mayor Minute.

**Lord Mayor, Councillor Donna Davis**

### **ATTACHMENTS:**

- |   |   |       |
|---|---|-------|
| 1  | March 2022 - NSW Department of Education - Planning for | 2     |
|    | Rydalmere Education Campus Update                       | Pages |

## **REFERENCE MATERIAL**

## NSW Department of Education – School Infrastructure

# Planning for Rydalmere Education Campus

Planning update

March 2022

## Anticipated project timeline



### Planning underway for Rydalmere Education Campus

School Infrastructure NSW is currently undertaking planning for a new primary and high school in Rydalmere. Master planning is currently underway, and design aspects, site locations, educational and operational elements are being considered.

It is anticipated the educational campus will include features such as:

- flexible learning spaces
- a hall and library
- outdoor learning spaces
- canteen and student facilities
- administration and staff areas
- out of school care facilities
- outdoor play areas.

### Frequently asked questions

#### What future consultation is planned for the local community about the new Rydalmere Education Campus?

As the project progresses and during the planning pathway process of submitting a SSD and preparing a EIS, the community will have the opportunity to comment on the project proposal.

#### How can I get involved?

We are committed to working together with our school communities and other stakeholders to deliver the best possible facilities for students. Your feedback on this project is important to us. For more information, comments, or to make a comment please email [schoolinfrastructure@det.nsw.edu.au](mailto:schoolinfrastructure@det.nsw.edu.au) or phone 1300 482 651.

#### For more information contact:

School Infrastructure NSW  
 Email: [schoolinfrastructure@det.nsw.edu.au](mailto:schoolinfrastructure@det.nsw.edu.au)  
 Phone: 1300 482 651  
[www.schoolinfrastructure.nsw.gov.au](http://www.schoolinfrastructure.nsw.gov.au)





NSW Department of Education – School Infrastructure

Planning for Rydalmere Education Campus

Funding has been allocated for a new Education Campus in Rydalmere. The information below takes you through the journey of building a new school.

Early planning

- Consideration and studies of demographic trends, education requirements, the condition of the existing school buildings, catchment boundaries, heritage requirements, transport links and partnership opportunities.
- Doing so means that we:
  - consider the needs of the local area now and into the future.
  - ensure the right school is designed for the community.
- An important step before an architect or other contractors are appointed and official community engagement commences.

Planning

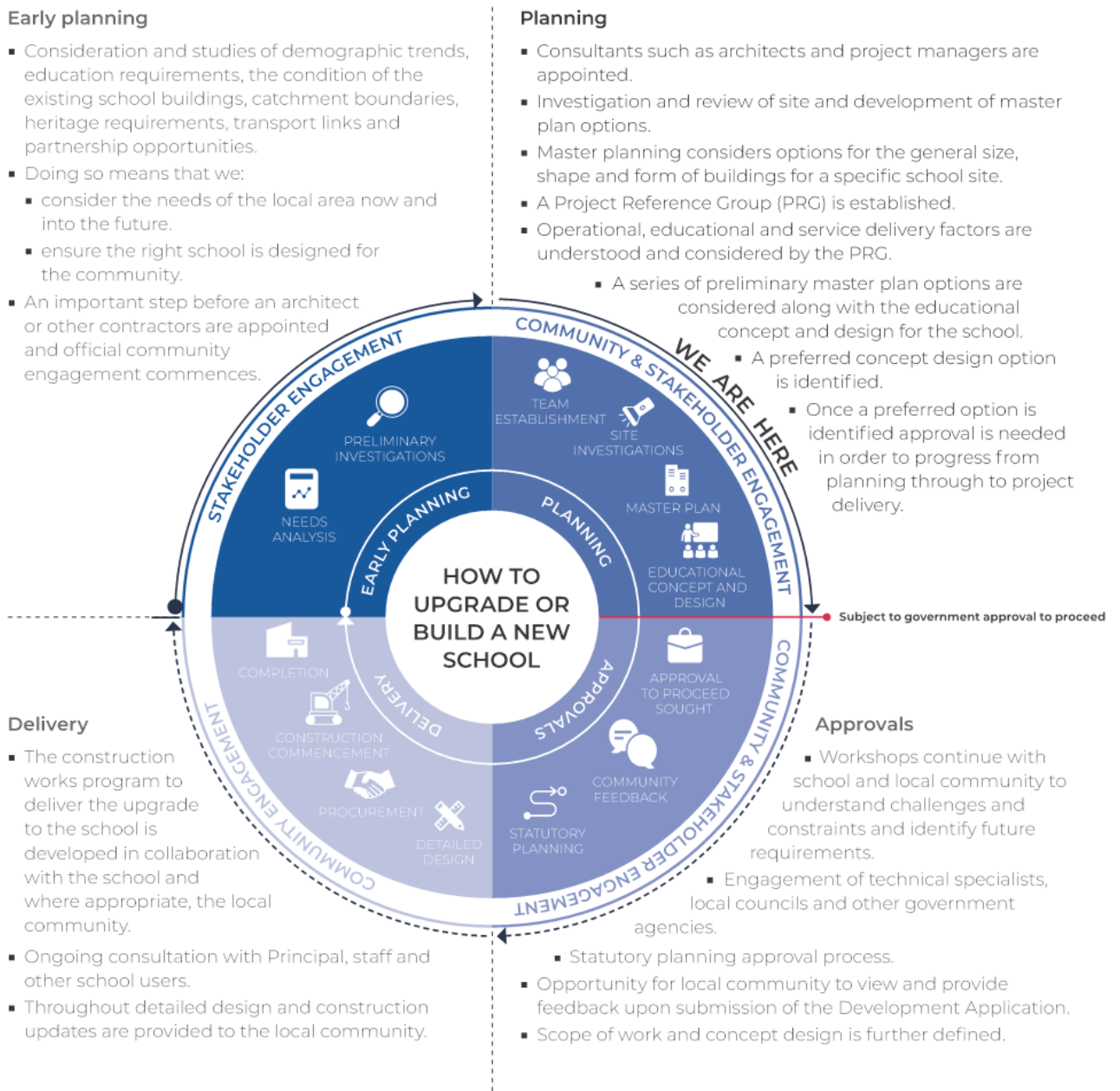
- Consultants such as architects and project managers are appointed.
- Investigation and review of site and development of master plan options.
- Master planning considers options for the general size, shape and form of buildings for a specific school site.
- A Project Reference Group (PRG) is established.
- Operational, educational and service delivery factors are understood and considered by the PRG.
  - A series of preliminary master plan options are considered along with the educational concept and design for the school.
  - A preferred concept design option is identified.
- Once a preferred option is identified approval is needed in order to progress from planning through to project delivery.

Delivery

- The construction works program to deliver the upgrade to the school is developed in collaboration with the school and where appropriate, the local community.
- Ongoing consultation with Principal, staff and other school users.
- Throughout detailed design and construction updates are provided to the local community.

Approvals

- Workshops continue with school and local community to understand challenges and constraints and identify future requirements.
  - Engagement of technical specialists, local councils and other government agencies.
- Statutory planning approval process.
- Opportunity for local community to view and provide feedback upon submission of the Development Application.
- Scope of work and concept design is further defined.



For more information contact:

School Infrastructure NSW  
 Email: [schoolinfrastructure@det.nsw.edu.au](mailto:schoolinfrastructure@det.nsw.edu.au)  
 Phone: 1300 482 651  
[www.schoolinfrastructure.nsw.gov.au](http://www.schoolinfrastructure.nsw.gov.au)



## MINUTE OF THE LORD MAYOR

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<b>ITEM NUMBER</b>	8.3
<b>SUBJECT</b>	Memorial for Margaret McCartney
<b>REFERENCE</b>	F2021/02779 - D08500434
<b>REPORT OF</b>	Lord Mayor, Councillor Donna Davis

**CSP THEME: WELCOMING**

**WORKSHOP/BRIEFING DATE:** Nil

### PURPOSE:

The purpose of this Lord Mayor is to seek support for the installation of a memorial bench and tree in honour of the late Margaret McCartney.

### RECOMMENDATION:

- (a) **That** Council approve the installation of a memorial bench and tree in Forest Park, Epping, in honour of the late Margaret McCartney,
- (b) **That** Council note the memorial bench and tree can be funded from within the existing Public Trees Program (100120) and Cemeteries and Memorials Program (100030) 2021/22 budgets.
- (c) **Further, that** Council writes to the family of Margaret McCartney, Epping Civic Trust and the Friends of Forest Park, advising them of this outcome and to consult with them on the preferred locations within Forest Park for the installation of the bench and tree.

### BACKGROUND

1. At the Council Meeting of 12 April 2021, Council acknowledged the passing of Ms Margaret McCartney in March 2021, a long-term Epping resident and environmental advocate. At this meeting, it was resolved that advice be provided to Councillors on *'the memorials policy and process, and investigate opportunities for the installation of a memorial bench or planting of a memorial tree in an appropriate location in Epping in honour of Ms McCartney'*.
2. Council officers provided advice by way of a Councillor Briefing Note on a potential memorial for Ms McCartney and Council's 'Commemorative Works and Memorials Policy', including the confirmation that memorials are only to be approved posthumously a minimum of 12 months following the passing of the individual, consistent with NSW Geographical Names Board guidelines.
3. Ms McCartney was a strong advocate of tree protection and actively involved as a member of the 'Friends of Forest Park' and Epping Civic Trust. The planting of a memorial tree and installation of a seat in Forest Park in honour of Ms McCartney's contribution to local tree canopy preservation and connection with the park would be consistent with the policy, with the final location to be determined in consultation with the 'Friends of Forest Park'.

4. Epping Civic Trust has recently contacted Council confirming that they are supportive of the installation of a suitable indigenous tree and bench as the most appropriate recognition of Ms McCartney's contribution to the people of Epping.
5. Following her passing, Ms McCartney was also recognised as the Community Citizen of the Year by Bendigo Bank's Epping Branch.
6. This Lord Mayor Minute seeks the approval of Council for the installation of this memorial bench and tree in honour of the late Margaret McCartney.

#### **FINANCIAL IMPLICATION FOR COUNCIL**

7. The installation of a memorial bench and tree could be funded under Council's existing programs within the 2021/22 budget.
8. The tree could be funded under Council's existing Public Trees Program 100120, costing approximately \$500 to supply, install and maintain.
9. Council's existing Cemeteries and Memorials Program 100030 could fund the bench seat on a concrete slab at an approximate cost of \$3,000 with a small plaque at approximately \$500.
10. The total cost of this memorial would be an estimated \$4,000.

**Lord Mayor, Councillor Donna Davis**

#### **ATTACHMENTS:**

There are no attachments for this report.

#### **REFERENCE MATERIAL**

## MINUTE OF THE LORD MAYOR

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<b>ITEM NUMBER</b>	8.4
<b>SUBJECT</b>	Promotion of Harris Park as Little India
<b>REFERENCE</b>	F2021/02779 - D08502501
<b>REPORT OF</b>	Lord Mayor, Councillor Donna Davis

**CSP THEME:       THRIVING**

**WORKSHOP/BRIEFING DATE:** Nil

### **PURPOSE:**

The purpose of this Lord Mayor Minute is to respond to a letter from The Hon Dr Geoff Lee MP, Member for Parramatta, to Harris Park businesses regarding the promotion of Harris Park as 'Little India', and to note Council's 15 June 2021 resolution regarding the promotion of a defined trading area within Harris Park as 'Little India'.

### **RECOMMENDATION:**

- (a) **That** Council note the letter sent to Harris Park businesses and the forum held on Thursday 21 April 2022 by the Hon Dr Geoff Lee MP, Member for Parramatta.
- (b) **That** Council note the 15 June 2021 resolution where Council approved the use of Little India for a defined trading area of Marion St, Wigram St, and Station St East in Harris Park, for both local businesses and Council officers to run limited promotional and marketing activity relating to the defined trading area.
- (c) **That** Council note officers have been progressing this resolution of Council, with further consultation required following advice from the NSW Government's Geographical Names Board.
- (d) **That** Council officers provide an update to all Councillors and to local stakeholders, including members of the Little India Reference Group, on the progress of this resolution and next steps.
- (e) **That** Council notes a series of activations are planned by Council for the Harris Park precinct in May and June 2022, with the aim of increasing visitation to support local businesses from across Greater Sydney . attracting people from right around Sydney. These will be promoted through Council's various communication channels and the media.
- (f) **Further, that** the Lord Mayor write to the Hon Dr Geoff Lee MP, Member for Parramatta, providing an update on actions taken to date and Council's next steps.

### **BACKGROUND**

1. On 14 April 2022, The Hon Dr Geoff Lee MP, Member for Parramatta, issued a letter to local businesses in Harris Park in support of the promotion of Harris Park as 'Little India'.
2. This letter stated that *"the City of Parramatta Council Councillors do not agree. As such, I would like to meet with you to discuss your support to petition Council."*
3. Local Harris Park business owners were also invited to a forum held by Minister Lee on Thursday 21 April 2022 to discuss this issue.
4. This Lord Mayor Minute seeks to correct the record regarding Council's support of the promotion of Harris Park as 'Little India', noting the existing resolutions of Council and work carried out by Council to date.
5. In March 2021, Council carried out community consultation with local businesses and residents regarding the use of the name Little India to promote Harris Park. This included face-to-face consultation with forty (40) businesses and community feedback provided via an online survey, a quick poll and a comments board, hosted on Council's engagement platform 'Participate Parramatta'.
6. At the Council meeting of 15 June 2021, Council resolved (in part):  
*(d) That Council approve the use of Little India to a defined trading area of Marion St, Wigram St and Station St East in Harris Park, for both local businesses and Council officers to run limited promotional and marketing activity relating to the defined trading area.*
7. Following the community consultation and the June 2021 resolution, Council was contacted by the NSW Government's Geographical Names Board (GNB) regarding the processes and policies that apply to the selection of place names in Australia.
8. Subsequently, Council officers met with the GNB on a number of occasions, and continue to work with them through the process of promoting the defined trading area as Little India, as resolved by Council.
9. This Lord Mayor Minute also requests that an update be provided to all Councillors and local stakeholders, including members of the Little India Reference Group, on Council's progress to date, the advice received from the Geographical Names Board on the process to promote Harris Park as Little India and proposed next steps.

#### **FINANCIAL IMPLICATION FOR COUNCIL**

10. There are no new financial implications for Council as a result of this Lord Mayor Minute.

**Lord Mayor, Councillor Donna Davis**

#### **ATTACHMENTS:**

There are no attachments for this report.

**REFERENCE MATERIAL**