



**CITY OF  
PARRAMATTA**

# **MINUTES**

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**Ordinary Council Meeting  
Monday, 11 November 2024  
6.30pm**

**Council Chamber  
Level 4, PHIVE  
Parramatta Square, Parramatta**

## **COUNCILLORS PRESENT**

The Lord Mayor, Councillor Martin Zaiter, Councillor Charles Chen, Councillor Kellie Darley, Councillor Anthony Ellard, Councillor Hayley French, Councillor Dr Judy Greenwood, Councillor Steven Issa, Councillor Manning Jeffrey, Deputy Lord Mayor Councillor Cameron Maclean, Councillor Michael Ng, Councillor Sameer Pandey, Councillor Sreeni Pillamarri, Councillor Dr Patricia Prociv, Councillor Tanya Raffoul, and Councillor Georgina Valjak.

## **STAFF PRESENT**

Chief Executive Officer - Gail Connolly, Executive Director City Engagement and Experience - Angela Jones-Blayney, Executive Director City Assets & Operations - George Bounassif, Executive Director Finance and Information - John Angilley, Executive Director City Planning and Design – Jennifer Concato, Executive Director Community & Culture, Jonathan Greig, Acting Chief People Culture & Performance Officer – Sarah McAskill, Acting Group Manager Office of the Lord Mayor and CEO - Renee Attard, Acting Chief Information Officer and – Ian Vong, ICT Service and Delivery Manager - Ian Vong, Coordinator Secretariat Services – Marina Cavar, Business Manager - Michelle Samuel, Group Manager, Community Hubs & Parramatta Square - Christopher Snelling, Acting Manager Office of the Lord Mayor - Georgia Luk, and Secretariat Officer – Christine Treadgold.

### **1. OPENING MEETING**

The Lord Mayor, Councillor Zaiter, opened the meeting at 6:38PM.

### **2. ACKNOWLEDGEMENT TO TRADITIONAL OWNERS OF LAND**

The Lord Mayor acknowledged the Burramattagal people of The Darug Nation as the traditional owners of this land, and paid respect to their ancient culture and to their elders past, present and emerging.

### **3. WEBCASTING ANNOUNCEMENT**

The Lord Mayor advised that this public meeting is being recorded and streamed live on the internet. The recording will also be archived and made available on Council's website.

The Lord Mayor further advised that all care will be taken to maintain privacy, however as a visitor in the public gallery, the public should be aware that their presence may be recorded.

### **4. GENERAL RECORDING OF MEETING ANNOUNCEMENT**

As per Council's Code of Meeting Practice, the recording of the Council Meeting by the public using any device, audio or video, is only permitted with Council permission. Recording a Council Meeting without permission may result in the individual being expelled from the Meeting.

## 5. APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE OR ATTENDANCE BY AUDIO-VISUAL LINK BY COUNCILLORS

Nil

## 6. CONFIRMATION OF MINUTES

### Minutes of the Council Meeting held on 28 October 2024

4919 **RESOLVED:** Councillor Ellard and Councillor Prociv

That the minutes be taken as read and be accepted as a true record of the Meeting.

#### **Record of Voting:**

For the Motion: Unanimous

## 7. DISCLOSURES OF INTEREST

There were no Declarations of Interest made at this meeting.

## 8. MINUTES OF THE LORD MAYOR

8.1 **Remembrance Day**  
(Report of Lord Mayor, Councillor Martin Zaiter)

4920 **RESOLVED:** Lord Mayor Councillor Zaiter and Councillor Issa

- (a) That Council recognise 2024 Remembrance Day commemorations and note the program of activities across the City of Parramatta;
- (b) That Council observe a minute's silence to pay our respects to the men and women who have served and died in wars, conflicts, and peacekeeping operations to protect the freedoms we enjoy.

#### **Record of Voting:**

For the Motion: Unanimous

8.2 **Celebrating Foundation Day**  
(Report of Lord Mayor, Councillor Martin Zaiter)

4921 **RESOLVED:** Lord Mayor Councillor Zaiter and Deputy Lord Mayor Councillor MacLean

- (a) That Council acknowledge the successful City of Parramatta celebration, Foundation Day, held on 2 November 2024.
- (b) That Council thank Council officers, community members, and volunteers for their efforts in making the day a success.

**Record of Voting:**

For the Motion: Unanimous

8.3 **Christmas 2024**  
(Report of Lord Mayor, Councillor Martin Zaiter)

4922 **RESOLVED:** Lord Mayor Councillor Zaiter and Councillor Issa

- (a) That Council recognise the City of Parramatta's upcoming Christmas celebrations, including:
  - i festive decorations located throughout the LGA and activations planned for Parramatta Square, town centres in each ward, Council facilities and libraries, such as a Christmas tree, street banners and wreaths.
  - ii Evening Christmas Markets, Nativity Scene and Lighting of Christmas Tree on Thursday 28 November 2024.
  - iii Christmas Themed Farmers' Markets at Centenary Square during December, including Good Gifts Guide.
  - iv Proposed Seniors' Christmas Party (on Thursday 19 December), showing a film and providing afternoon tea for over 60's in the City of Parramatta community.
  - v Lord Mayor's Christmas Celebration on 13 December 2024.
- (b) That Council acknowledge the valuable social cohesion maintained by connecting people through these Christmas celebrations and resolve to allocate new funding as follows:
  - i. Nativity Scene: \$8,000. These costs are currently unbudgeted and will need to be funded from General Reserves.
  - ii. Seniors' Christmas Party: \$21,250. These costs are currently unbudgeted and would require funding from the General Reserve.
  - iii. Lord Mayor's Christmas Celebration: \$10,000. These costs are currently unbudgeted and will need to be

funded from the 2024/25 Lord Mayoral Civic Functions budget (1001-63465).

- (c) That the CEO prepare a report to Council to investigate the holding of a Christmas Carols Event in December 2025 and that the CEO provide the report as part of the 2025/26 budget process.

**Record of Voting:**

For the Motion: Unanimous

**8.4 Award-Winning Parramatta Aquatic Centre**

(Report of Lord Mayor, Councillor Martin Zaiter)

4923 **RESOLVED:** Lord Mayor Councillor Zaiter and Councillor Valjak

- (a) That Council note Parramatta Aquatic Centre has won the following 3 international and national architecture awards:
- i Best Completed Building - Sport – 2024 World Architecture Festival Awards.
  - ii National Award for Public Architecture – 2024 Australian Institute of Architects National Architecture Awards.
  - iii Walter Burley Griffin Award for Urban Design – 2024 Australian Institute of Architects National Architecture Awards.
- (b) That Council commend the Council officers involved in Parramatta Aquatic Centre’s development and ongoing service to the City of Parramatta community on their outstanding efforts.

**Record of Voting:**

For the Motion: Unanimous

## **PROCEDURAL MOTION SUSPENSION OF STANDING ORDERS - MATTER OF URGENCY**

Councillor Darley sought a Suspension of Standing Orders to raise a Matter of Urgency regarding the FOGO Launch.

The Lord Mayor, Councillor Zaiter agreed that the matter was a Matter of Urgency, and allowed the matter to be considered by Council.

### **MATTER OF URGENCY - FOGO Launch**

(Councillor Kellie Darley)

4924      **RESOLVED:** Councillor Darley and Councillor Greenwood

- (a) That Council acknowledge the start of Food Organics Garden Organics waste collection, otherwise known as FOGO, from today, 11<sup>th</sup> November 2024. This represents the most significant change and improvement to our waste collection service in 40 years.
- (b) That Council reaffirm our commitment to working with residents to make sure FOGO is a success.
- (c) Further that Council thank Council officers for their efforts in preparing our community for the rollout of FOGO, as well as thank our FOGO community champions for their assistance in this.

#### **Record of Voting:**

For the Motion: Unanimous

## **9. PUBLIC FORUM**

Nil

## **10. PETITIONS**

There were no petitions tabled at this meeting.

## **11. RESCISSION MOTIONS**

Nil

## **12. REPORTS TO COUNCIL - FOR NOTATION**

Nil

### 13. REPORTS TO COUNCIL - FOR COUNCIL DECISION

13.1 **FY2024/25 Fees and Charges - Introduction of a New Fee  
(Coordination Fee - Post Development Consent)**  
(Report of Chief Financial Officer)

4925 **RESOLVED:** Councillor Issa and Councillor MacLean

- (a) That Council approve the fee detailed in **Table 3** of this report and include the fee into 'Part 6: Fees and Charges' in 'Delivery Program 2022-26, Operational Plan and Budget 2024/25'.
- (b) That Council delegate authority to the Chief Executive Officer to make any minor amendments and corrections of a non-policy and administrative nature that may arise during the finalisation process of the updated 'Part 6: Fees and Charges'.

**Record of Voting:**

For the Motion: Unanimous

13.2 **Planning Proposal for land at 38-50 South Street, Rydalmere  
(Proceed to Gateway Determination)**  
(Report of Project Officer)

4926 **RESOLVED:** Councillor Prociv and Councillor Darley

- (a) That Council endorse the Planning Proposal at **Attachment 1** for the purpose of seeking a Gateway Determination from the Department of Planning, Housing and Infrastructure (DPHI) for land at 38-50 South Street, Rydalmere, which seeks to amend the *Parramatta Local Environmental Plan 2023 (PLEP 2023)* as follows:
  - i. Reduce the heritage curtilage that applies to the site;
  - ii. Change the heritage item name from 'Truganini House and grounds' to 'Truganini House and riverfront setting'; and
  - iii. Change the property description from 'Lot 10, DP 774181' to 'Part of Lot 10, DP 774181'.
- (b) That Council request the DPHI that it be authorised to exercise its plan-making delegations for this Planning Proposal.
- (c) That Council note the Local Planning Panel's advice to Council (refer to Attachment 2) in support of the Planning Proposal, which is generally consistent with Council officers' recommendation in the report.
- (d) That Council delegate authority to the Chief Executive Officer (CEO) to correct any minor anomalies of a non-policy and administrative nature that may arise during the preparation and processing of the Planning Proposal.

- (e) That Council approve the proposed changes (as detailed in this report) to the associated Heritage Inventory Sheet and it be placed on public exhibition with the Planning Proposal (should a Gateway Determination be received).

**Record of Voting:**

For the Motion: Unanimous (list name of Councillors)

13.3 **Concept design for Duck River Nature Trail Stage 1, Silverwater Park**

(Report of Senior Project Officer Transport Planning)

4927 **RESOLVED:** Councillor Prociv and Councillor Darley

- (a) That Council approve the final concept design for Duck River Nature Trail Stage 1 – Silverwater Park as detailed in this report and shown in Attachment 2.
- (b) That Council officers progress the detailed design, planning and technical approvals, and documentation and tendering of the works.

**Record of Voting:**

For the Motion: Unanimous

13.4 **LATE REPORT: Improving the Governance and Performance of Council and Committee Meetings (Options for Committee Structures at the City of Parramatta)**

(Report of Acting Group Manager Office of the Lord Mayor and CEO)

4928 **MOTION:** Councillor French and Councillor Issa

That Council adopt Option 3 as detailed in the officer's report with the following amendments:

- (a) A 4 week Council meeting cycle, with each Council meeting to include a public forum as follows:
  - Week 1: Monday: 6pm, 7pm, 8pm Councillor Briefings
  - Week 2: Monday: 6.30pm Council meetings
  - Week 3: Monday: 6-7pm Councillor Briefings  
7.30pm Standing Committee meetings  
(Assets and Infrastructure and Customer, Community and Culture)
  - Week 4: Monday: 6-7pm Councillor Briefings,  
7.30pm Standing Committee meeting



Planning, Transport and Environment  
Wednesday: 6pm Standing Committee meeting  
Finance, Property and Governance

- (b) The establishment of four new Standing Committees (Councillor only membership) generally in alignment with the programs and operations of Council, being:
  - i. Assets and Infrastructure;
  - ii. Customer, Community and Culture;
  - iii. Finance, Property and Governance; and
  - iv. Planning, Transport and Environment.
- (c) The Standing Committees are proposed as follows:
  - i. 5 councillors as members;
  - ii. Lord Mayor is ex-officio member for all standing committees;
  - iii. Meet in Weeks 3 and 4 of the cycle and commence as shown in a) above;
  - iv. Include a public forum;
  - v. Open to the public to attend; and
  - vi. No delegations.
- (d) The Standing Committees could be supported by the establishment of five sub-committees (on an as-needed basis) as follows:
  - i. Customer, Community and Culture: Grants Sub-Committee and Multicultural Sub-Committee
  - ii. Finance, Property and Governance: Major Projects Sub-Committee
  - iii. Planning, Transport and Environment: Heritage Sub-Committee and Affordable Housing Sub-Committee.
- (e) The membership, meeting schedules and governance of the sub-committees will be determined by the Council as part of the process for determining the Terms of Reference for the standing committees, sub-committees and advisory panels. (The CEO shall invite members of the community to provide feedback on the Committee Structure and Advisory Panels to inform the development of the Terms of Reference).
- (f) A rationalised number (eight) of Advisory Panels to support the committees are recommended to be established in this option. Panel meetings would be held once per quarter, on a Wednesday (time to be determined), with minutes reported to the relevant Standing Committee for noting.
- (g) The Advisory Panels (formerly known as Advisory Committees in the previous term of Council) are proposed as follows:

- i. First Nations
  - ii. Social Sustainability
  - iii. Environmental Sustainability
  - iv. Cultural
  - v. City Economy
  - vi. Community Infrastructure
  - vii. Smart City and Innovation
  - viii. Active Transport and Access.
- (h) The Panels are proposed as follows:
- ii. Councillor membership (all councillors' are ex-officio members of all advisory panels);
  - iii. Experts and public as members;
  - iv. No public forum;
  - v. Open to the public to attend;
  - vi. Agendas and Minutes to be prepared and reported to the relevant standing committee;
  - vii. Not be subject to the rules of the Code of Meeting Practice; and
  - viii. No delegations.
- (i) A trial period of the meeting and committee cycle until September 2026 is recommended, with a review of the trial at the end September 2025, including community consultation to obtain feedback on the operation of the new Council cycle and committee structure;
- (j) **Attachment 3** outlines the proposed Council and Committees Meeting Structure and Proposed 2025 Meeting Schedule for Option 3 subject to the amendments outlined above;
- (k) That membership of the standing committees comprise the following:
- i. Assets and Infrastructure
    - Chair Clr Valjak
    - Clr Raffoul
    - Clr Ellard
    - DLM Clr MacLean
    - Clr Darley
  - ii. Customer, Community and Culture
    - Chair Clr Prociv
    - Clr French
    - Clr Chen
    - Clr Pillamarri
    - Clr Jeffrey
  - iii. Finance, Property and Governance
    - Chair Clr Pandey
    - DLM Clr MacLean

- Clr Issa
- Clr Darley
- Clr Pillamarri
- iv. Planning, Transport and Environment
  - Chair Clr Issa
  - Clr Raffoul
  - Clr Ng
  - Clr Ellard
  - Clr Greenwood

That Council endorse the Chief Executive Officer to enact interim arrangements to implement the resolution prior to formal adoption of any consequential amendments to the Code of Meeting Practice.

**AMENDMENT:** Councillor Greenwood and Councillor Darley

- (a) That Council note the proposal for a new Council cycle tabled at tonight's meeting.
- (b) That the matter be deferred to enable the community to provide feedback as part of the Public Forum on the proposed Committee Structure and Council Cycle and be permitted to register to speak at the next meeting of Council.

**Record of Voting:**

For the Amendment: Councillors Darley and Greenwood

Against the Amendment: The Lord Mayor, Councillor Martin Zaiter, Deputy Lord Mayor Councillor MacLean, Councillors Chen, Ellard, French, Issa, Jeffrey, Ng, Pandey, Pillamarri, Prociv, Raffoul, and Valjak.

On being PUT to the meeting. Voting on the Amendment was two (2) FOR and thirteen (13) AGAINST. The Amendment was LOST.

**RESOLVED:** Councillor French and Councillor Issa

That Council adopt Option 3 as detailed in the officer's report with the following amendments:

- (a) A 4 week Council meeting cycle, with each Council meeting to include a public forum as follows:
  - Week 1: Monday: 6pm, 7pm, 8pm Councillor Briefings
  - Week 2: Monday: 6.30pm Council meetings
  - Week 3: Monday: 6-7pm Councillor Briefings  
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(Assets and Infrastructure and Customer, Community and Culture)
  - Week 4: Monday: 6-7pm Councillor Briefings,  
7.30pm Standing Committee meeting  
Planning, Transport and Environment

Wednesday: 6pm Standing Committee meeting  
Finance, Property and Governance

- (b) The establishment of four new Standing Committees (councillor only membership) generally in alignment with the programs and operations of Council, being:
  - v. Assets and Infrastructure;
  - vi. Customer, Community and Culture;
  - vii. Finance, Property and Governance; and
  - viii. Planning, Transport and Environment.
- (c) The Standing Committees are proposed as follows:
  - vii. 5 councillors as members;
  - viii. Lord Mayor is ex-officio member for all standing committees;
  - ix. Meet in Weeks 3 and 4 of the cycle and commence as shown in a) above;
  - x. Include a public forum;
  - xi. Open to the public to attend; and
  - xii. No delegations.
- (d) The Standing Committees could be supported by the establishment of five sub-committees (on an as-needed basis) as follows:
  - iv. Customer, Community and Culture: Grants Sub-Committee and Multicultural Sub-Committee
  - v. Finance, Property and Governance: Major Projects Sub-Committee
  - vi. Planning, Transport and Environment: Heritage Sub-Committee and Affordable Housing Sub-Committee.
- (e) The membership, meeting schedules and governance of the sub-committees will be determined by the Council as part of the process for determining the Terms of Reference for the standing committees, sub-committees and advisory panels. (The CEO shall invite members of the community to provide feedback on the Committee Structure and Advisory Panels to inform the development of the Terms of Reference).
- (f) A rationalised number (eight) of Advisory Panels to support the committees are recommended to be established in this option. Panel meetings would be held once per quarter, on a Wednesday (time to be determined), with minutes reported to the relevant Standing Committee for noting.
- (g) The Advisory Panels (formerly known as Advisory Committees in the previous term of Council) are proposed as follows:
  - i. First Nations

- ii. Social Sustainability
  - iii. Environmental Sustainability
  - iv. Cultural
  - v. City Economy
  - vi. Community Infrastructure
  - vii. Smart City and Innovation
  - viii. Active Transport and Access.
- (h) The Panels are proposed as follows:
- ix. Councillor membership (all councillors are ex-officio members of all advisory panels);
  - x. Experts and public as members;
  - xi. No public forum;
  - xii. Open to the public to attend;
  - xiii. Agendas and Minutes to be prepared and reported to the relevant standing committee;
  - xiv. Not be subject to the rules of the Code of Meeting Practice; and
  - xv. No delegations.
- (i) A trial period of the meeting and committee cycle until September 2026 is recommended, with a review of the trial at the end September 2025, including community consultation to obtain feedback on the operation of the new Council cycle and committee structure;
- (j) **Attachment 3** outlines the proposed Council and Committees Meeting Structure and Proposed 2025 Meeting Schedule for Option 3 subject to the amendments outlined above;
- (k) That membership of the standing committees comprise the following:
- v. Assets and Infrastructure
    - Chair Clr Valjak
    - Clr Raffoul
    - Clr Ellard
    - DLM Clr MacLean
    - Clr Darley
  - vi. Customer, Community and Culture
    - Chair Clr Prociv
    - Clr French
    - Clr Chen
    - Clr Pillamarri
    - Clr Jeffrey
  - vii. Finance, Property and Governance
    - Chair Clr Pandey
    - DLM Clr MacLean
    - Clr Issa

- Clr Darley
- Clr Pillamarri
- viii. Planning, Transport and Environment
- Chair Clr Issa
- Clr Raffoul
- Clr Ng
- Clr Ellard
- Clr Greenwood

That Council endorse the Chief Executive Officer to enact interim arrangements to implement the resolution prior to formal adoption of any consequential amendments to the Code of Meeting Practice.

**Record of Voting:**

For the Motion: The Lord Mayor, Councillor Martin Zaiter, Deputy Lord Mayor Councillor MacLean, Councillors Chen, Ellard, French, Issa, Jeffrey, Ng, Pandey, Pillamarri, Prociv, Raffoul, and Valjak.

Against the Motion: Councillors Darley and Greenwood

On being PUT to the meeting Voting on the Motion was thirteen (13) votes FOR and two (2) votes AGAINST. The Motion was CARRIED.

13.5 **Change to Adopted Council Meeting Calendar (Ordinary Meeting of Council on 25 November 2024)**

(Report of Group Manager Office of the Lord Mayor and CEO)

4929 **RESOLVED:** Councillor MacLean and Councillor Raffoul

That Council make no change to the date of the ordinary meeting of Council scheduled for Monday 25 November 2024.

**Record of Voting:**

For the Motion: Unanimous

## 14. NOTICES OF MOTION

### 14.1 **Traffic on North Rocks Road, Northmead** (Councillor Georgina Valjak)

4930 **RESOLVED:** Councillor Valjak and Councillor Jeffrey

(a) That the Lord Mayor write to the Minister for Roads, The Hon. John Graham, MLC and the State Members for Epping, Parramatta and Winston Hills requesting the following information:

- i. Details of changes made to traffic signal timing at the intersection of Windsor Road and North Rocks Road in 2023 and 2024.
- ii. How the impacts on North Rocks Road were assessed prior to the traffic signal timing changes.
- iii. How are traffic queues monitored in North Rocks Road approaching Windsor Road.

(b) That the same letter request investigation of the following items:

- i. Traffic cameras in North Rocks Road at Windsor Road and James Ruse Drive bridge to monitor southbound traffic queues in North Rocks Road.
- ii. Changes to traffic signal timing and coordination at and near the intersection of North Rocks Road and Windsor Road to more equally distribute delays to traffic and buses on all approaches.
- iii. Measures to address pedestrian storage in school peak periods on the traffic islands at the intersection of North Rocks Road and Windsor Road.

(c) That the Lord Mayor write to the Parramatta Police Area Command requesting monitoring of vehicles queuing across intersections in school peak periods at and near the intersection of North Rocks Road and Windsor Road.

#### **Record of Voting:**

For the Motion: Unanimous

Questions on Notice on Item 14.1 (Traffic on North Rocks Road, Northmead for 11 November 2024) by Councillor Darley:

- Can Council and the community be updated on the upgrade works of Hunts Creek Bridge and the impact on road closures and traffic?

14.2 **Publication of Lord Mayoral Minutes**  
(Clr Dr Patricia Prociv)

**NOTE: MOTION WITHDRAWN FROM THE COUNCIL AGENDA BY COUNCILLOR DR PATRICIA PROCIV ON 8 NOVEMBER 2024.**

14.3 **Status of Council Resolutions Reporting**  
(Councillor Kellie Darley)

4931 **RESOLVED:** Councillor Darley and Councillor Deputy Lord Mayor  
Councillor MacLean

- (a) That the CEO provide a quarterly progress report on outstanding Council resolutions to Council, including a summary totalling the resolutions by status (i.e. new, recently completed, in progress, overdue), what action has been taken, what is still to be done, which Executive Director is responsible and an updated timeframe for when the resolution will be completed.
- (b) That this Council resolution tracker is made available on Council's website, separate to being included in quarterly Council papers, and updated quarterly.
- (c) That this quarterly reporting of the status of Council resolutions commence at the 25 November 2024 Council meeting, given the Council resolution from 26 February 2024 to provide this report as part of the End of Term/State of the City report.

**Record of Voting:**

For the Motion: Unanimous



## 15. QUESTIONS WITH NOTICE

### 15.1 Questions Taken on Notice at 28 October 2024 Council Meeting (Report of Coordinator Secretariat Services)

#### 4932 QUESTIONS TAKEN ON NOTICE

**Councillor Issa** asked questions in relation to Item 12.2 (Investment Report for 30 September 2024):

- [Have we reinvested the excess interest earned?](#)

**Executive Director Finance & Information response:**

Interest income generated from Developer Contributions, Domestic Waste Reserves, various grants and contributions (including West Invest), and other externally restricted reserves is returned (reinvested) to the respective restricted reserve.

- [Can the CEO provide a copy of the relevant policy or Council resolution on this matter \[how the interest earned on the property reserve is managed\] to all Councillors?](#)

**Executive Director Finance & Information response:**

The *Property Development and Investment Policy 2020* was adopted by Council on 26 October 2020.

A copy of the Policy was provided to Councillors on 29 October 2024.

## **PROCEDURAL MOTION MOVE TO CLOSED SESSION**

**RECOMMENDATION:** Councillor Issa and Councillor Ellard

That at this time of the meeting, being 8.09pm, the Lord Mayor, Councillor Zaiter advised that the meeting would move into Closed Confidential Session to allow consideration of matters in Closed Session in accordance with Section 10A of the *Local Government Act 1993*. Accordingly, members of the press and public are excluded from the closed session and access to the correspondence and reports relating to the items considered during the course of the Closed Session will be withheld. This action is taken to discuss:

**Item 16.1 LATE REPORT: Exemption to Tender - Q7037 Engagement of B1 Registered Certifier Services (Group Manager Regulatory Services)**

*This report is confidential in accordance with section 10A (2) (c) of the Local Government Act 1993 as the report contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.*

Note: Council moved into Closed Session at 8.11pm.

## **16. CLOSED SESSION**

**16.1 LATE REPORT: Exemption to Tender - Q7037 Engagement of B1 Registered Certifier Services**  
(Report of Service Manager Ranger and Parking Services)

**RECOMMENDATION:** Councillor Issa and Councillor Procriv

- (a) That Council resolve to utilise the exemption 55(3)(i) of the Local Government Act 1993, because of extenuating circumstances (lack of suitably accredited staff to provide B1 certification services and unavailability of competitive tenderers) to enable the immediate commencement of certification inspections for the development (including subdivision) of Melrose Park.
- (b) That Council award a contract to Land Development Certificates Pty Ltd ACN 158 690 290 (ATF Land Development Certificates Unit Trust ABN 74 572465 870) to the value of \$337,810 (incl GST) for the purposes of acting on Council's behalf as Principal Certifier for the development (including subdivision) of Melrose Park.
- (c) That the Chief Executive Officer be delegated authority to finalise and sign all necessary legal, contractual, and statutory documentation in connection with the above contract and any variations required.

**Record of Voting:**

For the Motion: Unanimous

Question taken on Notice – Lord Mayor Zaiter – How many subdivision applications does Council have and how many other developments does Council have that would require the above accreditation?

Question taken on Notice – Clr Prociv – does the certifier engaged have other qualifications?

Questions on Notice on Item 16.1 (LATE REPORT: Exemption to Tender - Q7037 Engagement of B1 Registered Certifier Services ) by Lord Mayor Councillor Zaiter, Councillors Pandey and Prociv were taken on notice.

### **PROCEDURAL MOTION RETURN TO OPEN SESSION**

**RESOLVED:** Councillor Ellard and Councillor Pillarmarri

That Council move into Open Session.

#### **Record of Voting:**

For the Motion: Unanimous

Note: Council moved into Open Session at 8.22pm.

### **PROCEDURAL MOTION CONSIDERATION OF RECOMMENDATIONS FROM CLOSED SESSION**

**RESOLVED:** Councillor Issa and Councillor Pillamarri

That the recommendations in relation to the following item:

- **16.1 LATE REPORT: Exemption to Tender - Q7037 Engagement of B1 Registered Certifier Services**

be received and noted as resolutions of Council without any alteration and amendment thereto:

#### **Record of Voting:**

For the Motion: Unanimous

16.1 **LATE REPORT: Exemption to Tender - Q7037 Engagement of B1 Registered Certifier Services**

(Report of Service Manager Ranger and Parking Services)

4933 **RESOLVED:** Councillor Issa and Councillor Pillamarri

- (a) That Council resolve to utilise the exemption 55(3)(i) of the Local Government Act 1993, because of extenuating circumstances (lack of suitably accredited staff to provide B1 certification services and unavailability of competitive tenderers) to enable the immediate commencement of certification inspections for the development (including subdivision) of Melrose Park.
- (b) That Council award a contract to Land Development Certificates Pty Ltd ACN 158 690 290 (ATF Land Development Certificates Unit Trust ABN 74 572465 870) to the value of \$337,810 (incl GST) for the purposes of acting on Council's behalf as Principal Certifier for the development (including subdivision) of Melrose Park.
- (c) That the Chief Executive Officer be delegated authority to finalise and sign all necessary legal, contractual, and statutory documentation in connection with the above contract and any variations required.

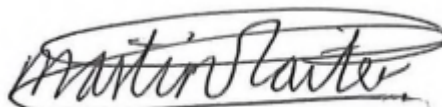
**Record of Voting:**

For the Motion: Unanimous

## 17. CONCLUSION OF MEETING

The meeting concluded at 8:24 pm.

This page and the preceding 19 pages are the Minutes of the Ordinary Council Meeting held on Monday, 11 November 2024 and confirmed on Monday, 25 November 2024.



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Chairperson