



**CITY OF  
PARRAMATTA**

# *NOTICE OF COUNCIL MEETING*

## *PUBLIC SUPPLEMENTARY*

### *AGENDA A & B*

An Ordinary Meeting of City of Parramatta Council will be held in PHIVE (COUNCIL CHAMBER) COUNCIL CHAMBER AT 5 PARRAMATTA SQUARE, PARRAMATTA on Monday, 25 March 2024 at 6.30PM.

Gail Connolly PSM  
CHIEF EXECUTIVE OFFICER

---

## TABLE OF CONTENTS

---

ITEM	SUBJECT	PAGE NO
<b>8</b>	<b>MINUTES OF THE LORD MAYOR</b>	
8.1	Celebrating Easter .....	3
8.2	Hambledon Cottage Bicentenary .....	5
8.3	Recognising the service of former Federal Member for Parramatta, the Hon. John Joseph Brown AO .....	7
8.4	Celebrating Greek Independence Day – 25 March 2024 .....	9
<b>9</b>	<b>PUBLIC FORUM</b>	
9.1	Item 15.3 QWN - Contribution Plan Church St North Precinct .....	11
<b>12</b>	<b>REPORTS TO COUNCIL - FOR NOTATION</b>	
12.6	Improving the Governance and Performance of Council and Advisory Committee Meetings (Options for Committee Structures at the City of Parramatta).....	13
<b>15</b>	<b>QUESTIONS WITH NOTICE</b>	
15.1	Gross Pollutant Traps .....	26
15.2	Community Association/Strata Obligations for Long Term Care and Maintenance of Public Parks.....	28
15.4	Questions Taken on Notice at the 11 March 2024 Council Meeting .....	29
15.5	Parking Fines .....	32
15.6	Staff Levels and Costs by DPOP Group .....	34
<b>16</b>	<b>CONFIDENTIAL MATTERS</b>	
16.1	Questions with Notice Staff Levels and Costs by DPOP Group  <i>This report is confidential in accordance with section 10A (2) (e) of the Local Government Act 1993 as the report contains information that would, if disclosed, prejudice the maintenance of law.</i>	

## MINUTE OF THE LORD MAYOR

---

<b>ITEM NUMBER</b>	8.1
<b>SUBJECT</b>	Celebrating Easter
<b>REFERENCE</b>	F2024/00282 - D09356126
<b>REPORT OF</b>	Lord Mayor Councillor Pierre Esber

**CSP THEME:** Thriving

**WORKSHOP/BRIEFING DATE:** Nil

**PURPOSE:** The purpose of this Lord Mayoral Minute is to recognise Easter and extend Council's best wishes to those who celebrate Easter across our City.

**RECOMMENDATION:**

- (a) **That** Council recognise Easter, an annual Christian celebration marking the death and resurrection of Jesus Christ, with Palm Sunday to be held on 24 March, Good Friday on 29 March, Easter Sunday on 31 March, Easter Monday on 1 April and Agio Pascha (Greek Orthodox Easter) on 5 May 2024.
- (b) **That** Council extend its best wishes to those across our City celebrating Easter with family and friends in the spirit of a range of Christian traditions.

**BACKGROUND**

1. Easter is an annual Christian celebration marking the death and resurrection of Jesus Christ, with Palm Sunday to be held on 24 March, Good Friday on 29 March, Resurrection Sunday on 31 March, Easter Monday on 1 April and Agio Pascha (Greek Orthodox Easter) on 5 May 2024.
2. Council recognises the significance of Easter for our Christian communities and extends its best wishes to those across our City who will celebrate Easter with family and friends. Over one in every three City of Parramatta residents associate with the Christian faith, with 2021 Census data indicating adherence to the following Christian denominations: Western (Roman) Catholic (17.1%), Anglican (6%), Presbyterian and Reformed (3.1%), Christian nfd (2.7%), Baptist (1.8%), Uniting Church (1.8%), Maronite Catholic (1.7%), Greek Orthodox (1%), Pentecostal (0.9%) and Other Protestant (0.6%).
3. In addition to various Easter services that will be held in local churches and places of worship across the LGA, City of Parramatta will host three free popular Easter activities at its libraries over the Easter break:
  - a. Carlingford Library: [3D Wooden Easter Egg Workshop](#) on 26 March at 3.45pm. Children from 8-12 years old will colour in intricate wooden pieces then slot them together to make a 3D wooden egg, which may be used as an ornament or a gift.
  - b. Epping Library: [Mini Easter Basket Crafternoon](#) on 27 March at 4pm. Children from 5-10 years old will make a basket to collect Easter chocolates.
  - c. Wentworth Point Community Centre and Library: [Easter Basket Making and Library Egg Hunt](#) on 28 March at 3.30pm. Children from 6-12 years

old will make a basket which will then be used in the library's exciting annual Easter Egg Hunt.

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

4. There are no financial implications for Council arising as a result of this Lord Mayoral Minute.

**Lord Mayor Councillor Pierre Esber**

#### **ATTACHMENTS:**

There are no attachments for this report.

#### **REFERENCE MATERIAL**

## MINUTE OF THE LORD MAYOR

---

<b>ITEM NUMBER</b>	8.2
<b>SUBJECT</b>	Hambledon Cottage Bicentenary
<b>REFERENCE</b>	F2024/00282 - D09370894
<b>REPORT OF</b>	Lord Mayor Councillor Pierre Esber

**CSP THEME:** Thriving

**WORKSHOP/BRIEFING DATE:** Nil

### **PURPOSE:**

The purpose of this Lord Mayor Minute is to celebrate the bicentenary of Hambledon Cottage and note the program of events planned from 14-20 April.

### **RECOMMENDATION:**

- (a) **That** Council note the bicentenary of Hambledon Cottage is being celebrated on 13 April 2024, commemorating the 200<sup>th</sup> anniversary of the completion of this significant colonial heritage site; and
- (b) **Further, that** Council note the program of events planned for 14-20 April, including a Bicentenary Event hosted by Parramatta & District Historical Society, with support provided by City of Parramatta.

### **BACKGROUND**

1. Hambledon Cottage is a heritage-listed colonial Georgian home originally built for John Macarthur in 1824 as part of his Elizabeth Farm estate. The Cottage is now a house museum open to the public, managed by the Parramatta & District Historical Society (PDHS). Founded in 1913, the PDHS is the oldest local history society in Australia.
2. The Cottage, which is owned by the City of Parramatta, has housed many historical figures over the years and is a significant part of Parramatta's rich heritage. The PDHS have been custodians of the property since 1996. Hambledon Cottage was added to the New South Wales State Heritage Register on 21 September 2012.
3. A formal event to celebrate the Bicentenary of Hambledon Cottage will be held on Saturday 13 April. This community event is owned and hosted by the PDHS, with support provided by City of Parramatta. The event will include stalls, food offerings, live performances, tours (including a new exhibition), displays by local groups and more. Her Excellency the Honourable Margaret Beazley AC KC, Governor of NSW and patron of PDHS, will attend the event to unveil a plaque and launch a new PDHS book.
4. Following the community event the PDHS will run a week-long program of historic talks and walks at the cottage along with children's activities during the school

holidays. Details of the event program are on the PDHS website:  
<https://www.hambledoncottagemuseum.org.au/events>

## **FINANCIAL IMPLICATION FOR COUNCIL**

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

**Lord Mayor, Councillor Pierre Esber**

### **ATTACHMENTS:**

There are no attachments for this report.

### **REFERENCE MATERIAL**

### **ATTACHMENTS:**

There are no attachments for this report.

### **REFERENCE MATERIAL**

**MINUTE OF THE LORD MAYOR**

---

<b>ITEM NUMBER</b>	8.3
<b>SUBJECT</b>	Recognising the service of former Federal Member for Parramatta, the Hon. John Joseph Brown AO
<b>REFERENCE</b>	F2024/00282 - D09372665
<b>REPORT OF</b>	Lord Mayor Councillor Pierre Esber

**CSP THEME:** Thriving

**WORKSHOP/BRIEFING DATE:** Nil

**PURPOSE:**

To seek endorsement for the preparation of a staff report assessing potential options for formally recognising the service of the former Federal Member for Parramatta, the Hon. John Brown AO.

**RECOMMENDATION:**

That Council authorise the Chief Executive Officer to prepare a report to identify and assess options for naming a suitable location or asset after the former Federal Member for Parramatta The Hon. John Brown AO, in recognition of his public service to Parramatta and Australia.

**BACKGROUND**

1. The Hon. John Brown AO was the Federal Member for Parramatta for 13 years from 1977, holding various Ministerial portfolios including Arts, Sports, Environment and Territories. Mr Brown was the founding Chairman of the Tourism Task Force (now the Tourism and Transport Forum) as well as Founder and Patron of the Sport and Tourism Youth Foundation. He was named Australian of the Year by The Australian newspaper in 1986.
2. Mr Brown was an alderman for Parramatta City Council (Dundas Ward) in 1977 till his retirement in 1980.
3. Mr Brown has made a significant contribution to the people of Parramatta during his community service and as Federal Member. Mr Brown campaigned successfully for additional Federal funding for Westmead to enable the development of the Children's Hospital as well as supported the development of Our Lady of Lebanon in Harris Park, despite strong local opposition. Brown championed the building of flood mitigation measures in Toongabbie after many lives were lost due to flooding. As a local MP Mr Brown drove the approval and development of Parramatta Stadium against strident opposition and co-funded the development of Riverside Theatres.
4. Mr Brown is a member of the Centennial Institute Board of Governors and was made an Officer of the Order of Australia in 1993 for "service to the Australian parliament, tourism, sport and recreation".

5. This Minute calls on Council to authorise the Chief Executive Officer to prepare a report to identify and assess options for naming a suitable location or asset after the former Federal Member for Parramatta, The Hon. John Brown AO, in recognition of his public service to Parramatta and Australia. The report should be reported back to Council in Q3 2024.

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

6. There are no new financial implications for Council as a result of this Lord Mayor Minute. The assessment should include an estimated cost of formally recognising Mr Brown.

**Lord Mayor Councillor Pierre Esber**

#### **ATTACHMENTS:**

There are no attachments for this report.

#### **REFERENCE MATERIAL**

**MINUTE OF THE LORD MAYOR**

---

<b>ITEM NUMBER</b>	8.4
<b>SUBJECT</b>	Celebrating Greek Independence Day – 25 March 2024
<b>REFERENCE</b>	F2024/00282 - D09376562
<b>REPORT OF</b>	Lord Mayor Councillor Pierre Esber

**CSP THEME:** Welcoming

**WORKSHOP/BRIEFING DATE:** Nil

**PURPOSE:** The purpose of this Minute is to acknowledge Greek Independence Day on 25 March 2024.

**RECOMMENDATION:**

- (a) **That** Council note that Monday 25 March 2024 is the Greek National Day of Independence; and
- (b) **Further, that** Council acknowledge the contributions made to the City of Parramatta by Greek Australians to our vibrant multicultural community.

**BACKGROUND**

1. On 25 March 2024 Greeks across the world will celebrate Greek Independence Day, commemorating the anniversary of the Greek Revolution and the Hellenic Republic.
2. This is an important occasion for many Australian's of Greek ancestry and all Australian's more broadly, as it has universal significance.
3. It allows for recognition of the ideals espoused by Greece's independence being freedom, democracy and justice; the heritage and history Australia and Greece share; and the contributions made by Greeks in Australia starting with the likes of George Manual (1811) and Antonis Manolis (1829) and subsequently throughout Australia's history.
4. The celebration of Greek Independence Day provides an opportunity for our Greek Australian community to connect with their homeland and embrace the traditions and values of their heritage.
5. Greek culture is a deeply established part of the City of Parramatta's heritage, with the rich heritage and culture of our Greek Australian residents contributing to the vibrant multicultural community that exists here, one which is proud and supportive.
6. On behalf of the City of Parramatta, we wish all of our Greek Australian residents a proud and joyous celebration of the Greek National Day of Independence.

**FINANCIAL IMPLICATION FOR COUNCIL**

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

**Lord Mayor Councillor Pierre Esber**

**ATTACHMENTS:**

There are no attachments for this report.

**REFERENCE MATERIAL**

## PUBLIC FORUM

---

**ITEM NUMBER** 9.1  
**SUBJECT** Item 15.3 QWN - Contribution Plan Church St North Precinct  
**REFERENCE** F2024/00282 - D09377367  
**FROM** Laurie Bennett

Dear Lord Mayor and Councillors. I wish to speak before you this evening regarding Item 15.3 Developer Contribution- Infrastructure Contribution Plan – Church Street North Precinct (CSNP).

Thank you for allowing me to make this presentation to you about probably one the most important issues concerning the Church St North Precinct (CSNP) and the capacity of Council to meet the Communities requirements for local infrastructure and amenities usually provided by Council. It will impact the direction, composition, and vision for this complex and heritage rich area.

A detailed review of the various Reports and Documents prepared by the Council and State Government. They contain several significant shortfalls in methodology and strategy that will contribute to several significant issues going forward, impacting particularly the Church Street North Precinct area,

1. The methodology and data used to project anticipated future revenue for the area is extremely inadequate or has been designed to hide the shortcomings in funding the necessary Council resources and to minimize the impacts resulting from the Planning changes in the area.
  - The LICP (Local Infrastructure Contributions Plan) is a key source of funds for local infrastructure in the City Centre and the Church Street North Precinct.
  - In the discussion of levy rates, the terms “feasibility” and “viability benchmarking” are not explained. What do these terms mean?
  - The proposed model by Council (mainly Residential and a small portion of commercial) says nothing about other land uses or future development models for the precinct based on the concept of a City of Parramatta ‘cultural hub’, or heritage tourism, or education, or hospitality /entertainment or other (including a mix of these).
  - The proposed model does NOT **explain how the significant backlog** of the Work Schedule will be resolved if the proposed level is adopted and in what timeframe.
2. It would appear there is **insufficient Funding** for the necessary work (we know that there is a significant backlog of tasks to be undertaken over a Billion \$). This underfunding will impact Councils ultimate capacity to meeting the items outlined in the Works Schedule (WS). This is not including additional items resulting from the changes consequential from the increased planning densities in the Church St North Precinct (CSNP).
3. There is a need for the adoption of an additional **special local levy** for the CSNP.
4. A **separate revenue fund** in needed for the area to secure resources.

The Church Street North Precinct (CSNP) has numerous urgent essential improvements to be resolved such as

- Development of the public space adjacent to the Royal Oak Stables.
- Urgent public space improvement such as St Patrick Cemetery refurbishment and use as a dual-purpose space.

- The safeguarding of the Council land being the previous Council Parking area (Ex Light rail depot) for Community facilities and open space
- Improvements to street parking, footpaths and greening of the area etc.
- A Community facility

Our city's growth is significant (it could be for Good or BAD). Here is your opportunity to fix the shortcomings of previous Councils and various Government Departments. In the interests of the residents and users, City of Parramatta and the CBD area that surrounds, NOW is your chance to make a difference by increasing the development levy and charges for the area and the rates generally, suggested in this motion before Council.

Thank you for your time in considering my presentation.

Regards,  
Laurie Bennett (former Parramatta City Councilor)

**ATTACHMENTS:**

There are no attachments for this report.

**REPORTS TO COUNCIL - FOR NOTATION**

---

<b>ITEM NUMBER</b>	12.6
<b>SUBJECT</b>	Improving the Governance and Performance of Council and Advisory Committee Meetings (Options for Committee Structures at the City of Parramatta)
<b>REFERENCE</b>	F2022/03176 - D09226671
<b>REPORT OF</b>	Chief Governance & Risk Officer
<b>CSP THEME:</b>	Accessible and Fair
<b>BRIEFING DATE:</b>	6 March 2024

**PURPOSE:**

This report has been prepared for the information and consideration of Council in accordance with the 20 November 2023 resolution of Council:

**RESOLVED:** *Councillor Garrard and Councillor Prociv*

- (a) *That Council endorse the proposed Council Meeting Schedule for the 2024 calendar year, as attached to this report.*
- (b) *That the CEO investigate options and submit a report to Council before 31 March 2024 to improve the governance and performance of Council and Committee meetings including options for Advisory and Standing Committees beyond the next Local Government Elections in September 2024.*

and having regard to the current governance context of the Office of Local Government (OLG) review of the structure, cycle and legislated purpose of Council meetings, Committee meetings and Councillor workshops/briefings.

**RECOMMENDATION**

- (a) That Council note the preferred option recommended by staff (Option 4) for any revised Council and Committee meeting structure and cycle, as detailed in this report.
- (b) That Council note the Chief Executive Officer will submit a report to Council after the September 2024 Local Government elections that contains the preferred option for consideration by the newly elected Council.

**BACKGROUND**

1. At the 20 November 2023 Council meeting, Council resolved;
  - (a) *That Council endorse the proposed Council Meeting Schedule for the 2024 calendar year, as attached to this report.*
  - (b) *That the CEO investigate options and submit a report to Council before 31 March 2024 to improve the governance and performance of Council and Committee meetings including options for Advisory and Standing Committees beyond the next Local Government Elections in September 2024.*

2. At the recent Local Government Professionals Governance Conference (11-13 March 2024), the OLG advised that it is, at the request of the Minister for Local Government, reviewing the structure, cycle and legislated purpose of Council meetings, Committee meetings and Councillor workshops/briefings.

## LEGISLATIVE CONTEXT

3. Council Committees (Section 355 Committees / Standing Committees)
  - i. Under Section 355 of the *Local Government Act 1993* ('the Act'), Councils can establish committees to oversee specific functions, projects or programs. These committees report back to the Council on these matters.
  - ii. A Council committee is one where all the members of the committee are Councillors, and meetings are conducted in accordance with the meeting rules prescribed under the Act and the *Local Government (General) Regulation 2021* ('the Regulations').
4. Advisory Committees
  - i. Advisory Committees are different to Council committees, as membership can include non-Councillors.
5. Committees required by legislation (Statutory Committees)
  - i. There are several committees that are required under legislation:
    - **Audit, Risk and Improvement Committee:** is required under 428A of the *Local Government Act 1993*.
    - **Floodplain Risk Management Committee:** is required by the *NSW Flood Risk Management Manual and the Flood Prone Land Policy* in accordance with Section 733 of the *Local Government Act 1993*.
    - **Local Emergency Management Committee:** is required by Section 28 of the *State Emergency & Rescue Management Act 1989* (nil Councillor involvement).
    - **Local Planning Panel's:** are required under Part 2 of the *Environmental Planning & Assessment Act 1979*.
    - **Traffic Committee:** is required by the *Delegation to Councils - Regulation of Traffic under the Transport Administration Act 1988* for functions delegation to Council under the *Road Transport (Safety and Traffic Management) Act 1999*; *Roads Act*; and *Road Transport (Safety and Traffic Management) Regulation 1999*.
6. Other mandatory committees
  - **General Manager Performance Review Panel:** is required under the 'Guidelines for the Appointment and Oversight of General Managers' issued under Section 23 of the *Local Government Act 1993* (Section 223 and 334 also apply)

## CURRENT CITY OF PARRAMATTA MEETING CYCLE AND STRUCTURE

### 7. Statutory Committees

i. City of Parramatta currently has five (5) Statutory Committees:

- Audit, Risk and Improvement Committee
  - Fees payable to independent members
- Floodplain Risk Management Committee
- Local Emergency Management Committee
  - No Councillor members
- Local Planning Panel
  - No Councillor members
  - Fees payable to independent members
- Parramatta Traffic Committee

ii. Council's Statutory Committees have various business paper formats/styles and publication deadlines.

### 8. CEO Performance Review Panel

i. City of Parramatta currently has a CEO Performance Review Panel.

- Lord Mayor, Deputy Lord Mayor and 3 councillors. No external members.

### 9. Advisory Committees

i. City of Parramatta currently has fifteen (15) Advisory Committees:

- Access Advisory Committee
- Active Transport Advisory Committee
- Citizen of the Year Committee
- Environment Advisory Committee
- Finance Committee
  - No external members
- First Nations Advisory Committee
- Grants Committee
  - No external members
- Heritage Advisory Committee
- Major Projects Advisory Committee
  - No Councillor members
- Parramatta Traffic Engineering Advisory Committee
- PLR Stage 2 Advisory Committee
- Policy Review Committee
  - No external members
- Public Art and Heritage Interpretation Committee
- Riverside Theatres Advisory Committee
- Smart City Advisory Committee

- ii. Council's Advisory Committees have various business paper formats/styles and publication deadlines.

#### 10. External Committees / Panels

- i. City of Parramatta currently participates in seven (7) external entities (Committees, Panels, Boards, etc):
  - CivicRisk Mutual
  - NSW Public Libraries Association
  - Parramatta Legal and Justice Expansion Coalition
  - Parramatta Light Rail Business Reference Group
  - Parramatta River Catchment Group
  - Sydney Central City Planning Panel (Regional Planning Panel)
  - Western Sydney Academy of Sport

#### 11. Council Meetings

- i. Council meetings are held on the second and fourth Mondays of each calendar month, except for:
  - January where no Council meetings are held; and
  - December where they may only be one (1) Council meeting held, or if two (2) Council meetings are held, on consecutive Mondays.
- ii. For each Council meeting there are three (3) business paper publications.

#### 12. Councillor Workshop/Briefings

- i. Councillor workshops/briefings are held on the first and third Mondays of each calendar month.
- ii. Councillor workshops/briefings can also be held on:
  - the first and third Wednesdays of each calendar month; and
  - the second and fourth Wednesdays of each calendar month.
- iii. For each Councillor Workshop/Briefing evening, there are up to three (3) sessions, each requiring a Briefing Note and a Presentation.

#### 13. Standing Committees

- i. The City of Parramatta does not currently have any Standing Committees.

#### 14. Current Council and Committee Meetings Calendar (2024)

- i. **Attachment 1** is the 'Council and Committee Meetings Calendar' for 2024 and it depicts amongst other things, Committee meetings, Council meetings, Councillor workshops, ward briefings and business paper publication dates.

**ANALYSIS OF THE CURRENT MEETING CYCLE AND STRUCTURE**

15. The following observations are made on Council's current Committee structure:
- a. Inconsistent Terms of Reference, some Committee meetings minutes and/or recommendations are reported to Council and others not.
  - b. The frequency of meetings vary with some meeting on a monthly basis, quarterly or once a year.
  - c. The Terms of Reference lack detail on scope, direction and purpose of a Committee.
  - d. Reports are presentation heavy (mostly power point slides) with limited information provided to the Committee.
  - e. Little or no public participation so there is no transparency on what are being discussed. Meetings are no webcast, not accessible to members of the public.
  - f. Some Committees experience a lack of quorum.
  - g. The Committees work in isolation resulting in conflicting priorities and inconsistency in Committee recommendations.
16. In a year, Councillors can spend an average of 120 hours attending Advisory Committee meetings and an additional 100 hours attending Council meetings. This calculation does not account for pre-meeting reading and preparation.
17. Council staff publish close to 60 separate agenda documents for Advisory Committee meetings and on average there are approximately four (4) staff who actively contribute to the production of each of those agendas. Additionally, each meeting is attended by up to eight (8) staff members with an additional 2 hours on post-meeting administration.
18. This calculation excludes the significant resourcing requirements for the fortnightly Council meetings.

**OPTIONS**

19. Council could improve the governance and performance of the current Council and Committee meeting structure and cycle. Five (5) options for the consideration of Council are shown below:

**OPTION 1:      Status Quo**

Council can choose to make no changes to the current Council and Committee structure and cycle.

**OPTION 2:      Status Quo with Improvements to current Advisory Committee**

Council can choose to make no changes to the current Council and Committee structure and cycle.

However, improvements could be made to the governance of the current Advisory Committees (including but not limited to improvements to the business papers (reports and agendas), technology, and general running of the Committees).

**OPTION 3:**      **Establishment of Standing Committees** (with 1 Council meeting per month)

Council could endorse the dissolution of the current Advisory Committees and adopt the establishment of four (4) new Standing Committees.

The four (4) proposed Standing Committees would generally align with the current structure, programs and operations of Council, and they are:

1.    **Assets and Infrastructure** – (Executive Director, City Assets & Operations)
2.    **Customer, Community and Culture** – (Executive Director, Community & Culture and Executive Director, Experience & Identity)
3.    **Finance and Governance** - (Executive Director, Finance and Information)
4.    **Planning, Development and Environment** – (Executive Director, Planning and Design)

**Attachment 2** outlines the alignment of the current Advisory Committees to the proposed Standing Committee structure.

**Attachment 3** outlines the type of reports that would be submitted to each of the proposed Standing Committees.

The only way for Council to achieve the efficiencies that are introduced with the establishment of Standing Committees, is for Council move to one (1) Council Meeting per month instead of the current fortnightly cycle.

It is not feasible to conduct fortnightly Council meetings **and** Standing Committee meetings.

If Council were to endorse the establishment of Standing Committees, they could be held on the second week of the month, with two (2) Committees commencing at 6.00pm and two (2) Committees commencing at 7.00pm. Alternatively they could be held on consecutive weeks.

**OPTION 4:**      **Establishment of Standing Committees** (with 1 Council meeting per month and Working Parties/Community Reference Groups)

Council could endorse the dissolution of the current Advisory Committees and adopt the establishment of four (4) new Standing Committees, as outlined in Option 3.

Additionally, and to increase community participation, Council could introduce Working Parties and Community Reference Groups to operate in a similar way to the current Advisory Committees.

**This is the preferred option recommended by staff.**

This option improves the governance, performance and efficiencies for the management of Council meetings and Committee meetings whilst also offering an optimal community engagement framework.

**Attachment 4** shows a sample Council and Committees Calendar for 2025 (4 Standing Committees on one night and 1 monthly Council Meeting).

**OPTION 5:**      **Establishment of Standing Committees** (with 2 Council meetings per month and Working Parties/Community Reference Groups)

This option has been included following the feedback received from Councillors at the Councillor Workshop on 6 March 2024, however it is not recommended by staff as it is not viable to operate. It is likely to result in a less efficient Council and Committee meeting structure and cycle than currently exists.

Additionally, there is a likelihood of WHS risks due to the high volumes of work, conflicting agenda, NOM and QWN deadlines, overlap of Minute reporting, etc due to this option having a Standing Committee Meeting and two Council Meeting per month, including Working Parties, Community Reference Groups, ward briefings and workshops.

**Attachment 5** shows the draft Council and Committees Calendar 2025 (4 Standing Committees on one night and 2 monthly Council Meetings).

**CONSULTATION & TIMING**20. Councillor Consultation

- i. Councillors were consulted at the Councillor Workshop / Briefing held on 6 March 2024.
- ii. There was general agreement amongst the Councillors that a proposed change to the Council and Committee meeting structure and cycle is a matter for the incoming Council (following the September 2024 Local Government elections).

21. Community Consultation

Not required at this time.

**LEGAL IMPLICATIONS FOR COUNCIL**

22. There are no legal implications associated with this report.

**FINANCIAL IMPLICATIONS FOR COUNCIL**

23. There are no unbudgeted financial implications for Council's current budget.

Roxanne Thornton  
**Chief Governance & Risk Officer**

John Angilley  
**Executive Director Finance & Information**

Gail Connolly  
**Chief Executive Officer**

**ATTACHMENTS:**

- 1  2024 Council and Committees Calendar (current model)
- 2  Alignment of current Advisory Committees to proposed Standing Committees
- 3  Example of reports that would feed into each proposed Standing Committee
- 4  Draft Council and Committees Calendar 2025 (4 Standing Committees on one night and 1 monthly Council Meeting)
- 5  Draft Council and Committees Calendar 2025 (4 Standing Committees on one night and 2 monthly Council Meeting)



**CURRENT COUNCIL MEETINGS & COMMITTEES CALENDAR 2024**

2024 Schedule	
	Council Meeting 6.30pm (22 Meetings) *Supplementary B Published
	Councillor Briefings and Workshops (17 Monday nights = 51 workshops) (18 W = 54)
	Business Paper Publication Dates (85 Publication Dates inc. supplementaries)
	Councillor Notice of Motion Due Date (10am 12 Days Prior)
	Committee Meetings (72 inc. LPP, ARIC and PTC/TEAG)
	Your Place! Your Voice! Workshops (March - June 2024)
	WB Ward Briefings (20)
	T Tentative
	2024 Election Caretaker Period (Midnight Fri 16 Aug - Fri 13 Sept)
	Local Government Elections 2024
	Councillor Induction Dates 2024
	2024 LGNSW Annual Conference (Tamworth)
	School holidays
	Public Holidays (11 Days)
	Lord Mayor Christmas Party (Town Hall)
	Christmas Shut Down (25 Dec 23 - 5 Jan 24)
	8/10 Oct*** Oath of Office / Extraordinary Council Meeting to Elect Lord Mayor, Deputy Lord Mayor & Legislatively Required Committee Appointments 30/9 - 3/10 Progressive declaration of results
	Exclusions: - ALGA 2024 National General Assembly (2-4 July 2024) - External Committee Dates i.e. SCCPP, Public Libraries Assoc., WSAS

JANUARY						
M	T	W	T	F	S	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

FEBRUARY						
M	T	W	T	F	S	S
			1	2	3	4
5	6	7 WB	8	9	10	11
12	13	14 WB	15	16	17	18
19	20	21 WB	22	23	24	25
26	27	28 WB	29			

MARCH						
M	T	W	T	F	S	S
				1	2	3
4	5	6 WB	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

APRIL						
M	T	W	T	F	S	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

MAY						
M	T	W	T	F	S	S
		1 WB	2	3	4	5
6	7	8 WB	9	10	11	12
13	14	15 WB	16	17	18	19
20	21	22 WB	23	24	25	26
27	28	29 WB	30	31		

JUNE						
M	T	W	T	F	S	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

JULY						
M	T	W	T	F	S	S
1	2	3 WB	4	5	6	7
8	9	10 WB	11	12	13	14
15	16	17 WB	18	19	20	21
22	23	24 WB	25	26	27	28
29	30	31 WB				

AUGUST						
M	T	W	T	F	S	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

SEPTEMBER						
M	T	W	T	F	S	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

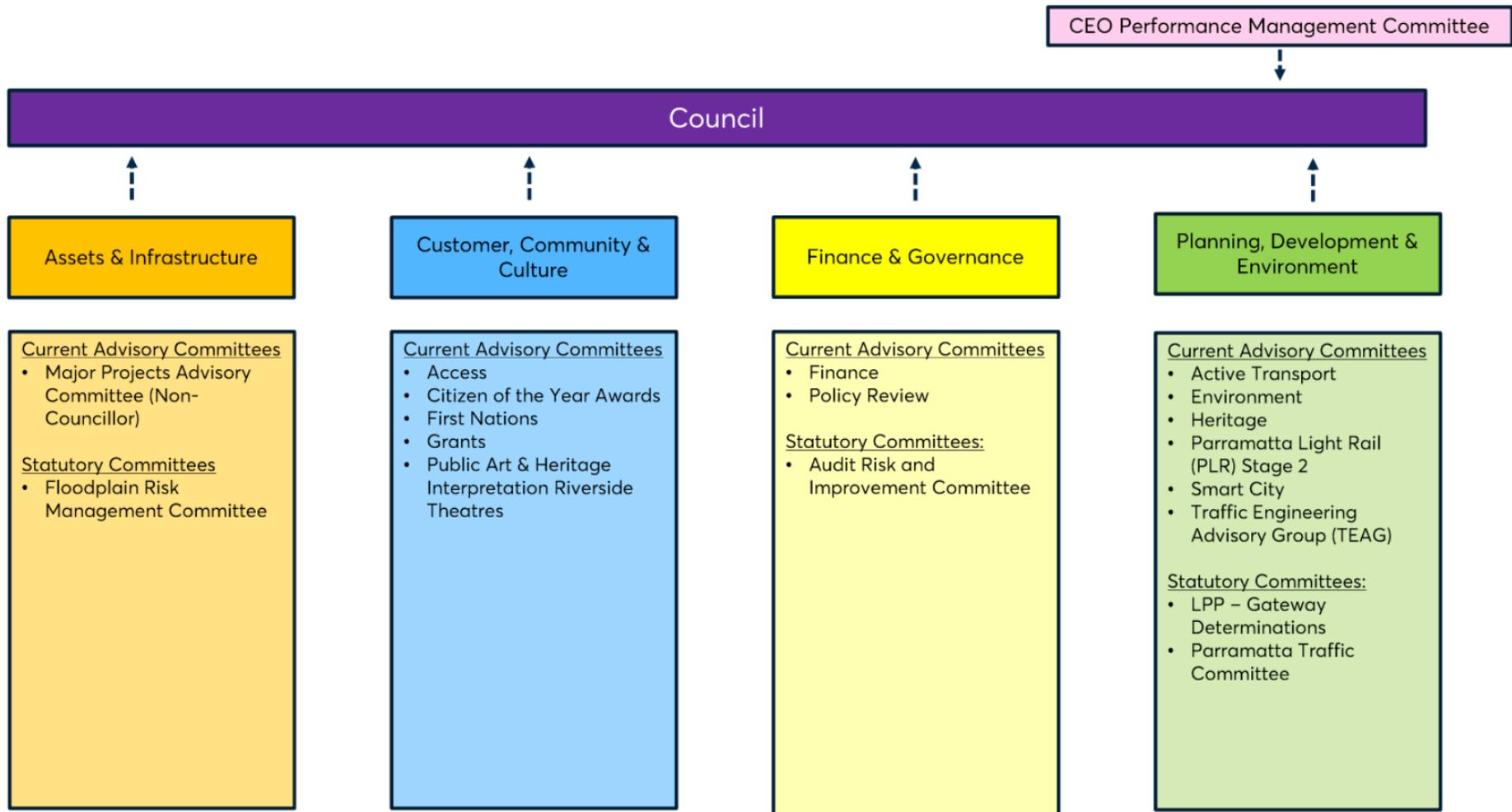
OCTOBER						
M	T	W	T	F	S	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

NOVEMBER						
M	T	W	T	F	S	S
				1	2	3
4	5	6 WB	7	8	9	10
11	12	13 WB	14	15	16	17
18	19	20 WB	21	22	23	24
25	26	27 WB	28	29	30	

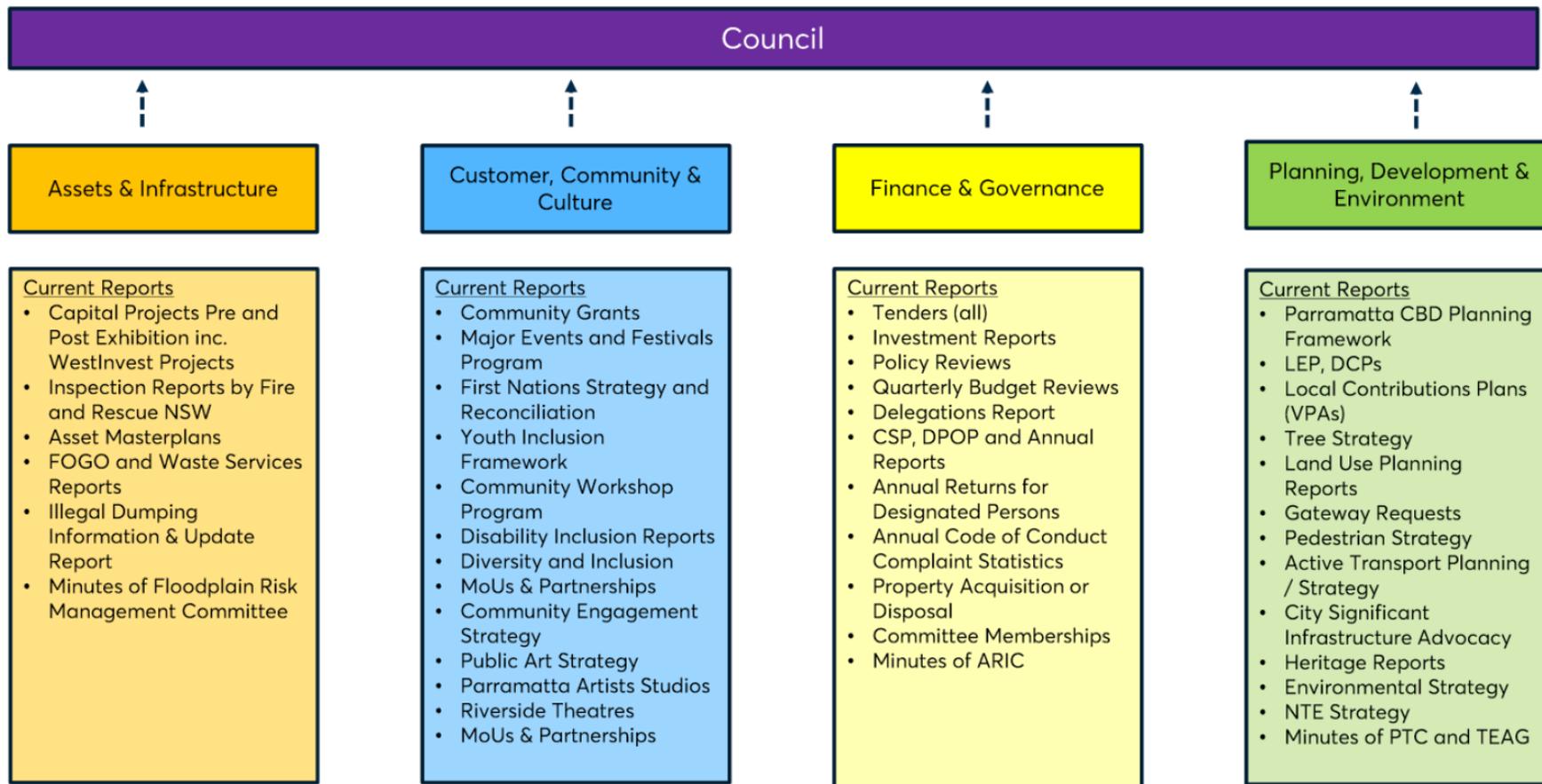
DECEMBER						
M	T	W	T	F	S	S
						1
2	3	4 WB	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Wednesday Night Timing: Ward Briefing 4pm - 5.30pm, Workshops (if scheduled) 6pm - 9pm

# Alignment of current Advisory Committees



## Example of reports that would feed into each Committee





**DRAFT COUNCIL MEETINGS & COMMITTEES CALENDAR 2025**  
(4 Standing Committees on 1 night and 1 monthly Council Meeting)

2025 Schedule	
	Council Meeting 6.30pm (11 Meetings) <i>*Supplementary B Published</i>
	Councillor Briefings and Workshops (21 nights = 83 workshops)
	Standby Councillor Briefings and Workshop nights (35 nights = 105 workshops)
	Business Paper Publication Dates (43 Publication Dates inc. supplementaries)
	Councillor Notice of Motion Due Date (10am 12 Days Prior)
	Standing Committee Meetings (11 sets = 44 meetings; 2 x concurrent meetings; 4 per night = 11 nights)
	Standing Committee 1 Monday 8pm - 7pm
	Standing Committee 2 Monday 6pm - 7pm
	Standing Committee 3 Monday 7pm - 8pm
	Standing Committee 4 Monday 7pm - 8pm
	Statutory Committee Meetings (PTC, ARIC, LPP)
<b>WB</b>	Ward Briefings (Minimum 20) 4pm - 5.30pm, alphabetical series
	School holidays
	Public Holidays (10 Days)
	Lord Mayor Christmas Party (Town Hall)
	Christmas Shut Down (25 Dec 25 - 2025 Dates TBC)
	2025 LGNSW Annual Conference (23 - 25 Nov 25)
<b>Exclusions:</b>	
- ALGA 2025 National General Assembly Date TBC	
- External Committee Dates i.e. SCCPP, Public Libraries Assoc., WSAS	

JANUARY						
M	T	W	T	F	S	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

FEBRUARY						
M	T	W	T	F	S	S
					1	2
3	4	5 WB	6	7	8	9
10	11	12 WB	13	14	15	16
17	18	19 WB	20	21	22	23
24	25	26 WB	27	28		

MARCH						
M	T	W	T	F	S	S
					1	2
3	4	5 WB	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

APRIL						
M	T	W	T	F	S	S
	1	2 WB	3	4	5	6
7	8	9 WB	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

MAY						
M	T	W	T	F	S	S
			1	2	3	4
5	6	7 WB	8	9	10	11
12	13	14 WB	15	16	17	18
19	20	21 WB	22	23	24	25
26	27	28 WB	29	30	31	

JUNE						
M	T	W	T	F	S	S
						1
2	3	4 WB	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

JULY						
M	T	W	T	F	S	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

AUGUST						
M	T	W	T	F	S	S
				1	2	3
4	5	6 WB	7	8	9	10
11	12	13 WB	14	15	16	17
18	19	20 WB	21	22	23	24
25	26	27 WB	28	29	30	31

SEPTEMBER						
M	T	W	T	F	S	S
1	2	3 WB	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

OCTOBER						
M	T	W	T	F	S	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

NOVEMBER						
M	T	W	T	F	S	S
					1	2
3	4	5 WB	6	7	8	9
10	11	12 WB	13	14	15	16
17	18	19 WB	20	21	22	23
24	25	26	27	28	29	30

DECEMBER						
M	T	W	T	F	S	S
1	2	3 WB	4	5	6	7
8	9	10 WB	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				





- Benaud PI Telopea
- Burrabogee Rd Toongabbie
- Clyde St, Rydalmere
- Lackey St (Lake Parra), North Parramatta
- Masons Rd, Oatlands
- Model Farms Rd, Winston Hills

GPTs recommended for major work include:

- Blaxland Rd (Somerville Park), Epping
- Cooyong Cres (in park), Toongabbie
- Lackey St (Lake Parra via carpark), North Parramatta
- Norwood Ave, Beecroft

2. What is the estimated cost to carry out all the identified rectification works?

**Executive Director, City Assets and Operations response:**

The high-level cost estimate to undertake the recommended maintenance, short and long term work for 44 GPTs is \$2.7 million.

Council has budgeted a total spend of \$11,517,563 over the next 5 years for drainage, maintenance and renewal including the GPT works identified from the audit.

3. What is the current schedule for carrying out these rectification works?

**Executive Director, City Assets and Operations response:**

Work on GPTs identified for maintenance and minor rectification works has already commenced and it is anticipated that this stage will be finalised within the next 2 financial years. The major works and replacements are yet to be scheduled as detailed assessment and design documentation has not been undertaken. However, it is anticipated that work will be programmed over the 5 year period in accordance with the funding allocation identified above.

4. Did the GPT audit make any other recommendations?

**Executive Director, City Assets and Operations response:**

In summary, recommendations were made regarding the frequency and extent of inspection and cleaning for each GPT category and the suitability of access for cleaning contractors.

**ATTACHMENTS:**

There are no attachments for this report.

**REFERENCE MATERIAL**

**QUESTIONS WITH NOTICE**

---

<b>ITEM NUMBER</b>	15.2
<b>SUBJECT</b>	Community Association/Strata Obligations for Long Term Care and Maintenance of Public Parks
<b>REFERENCE</b>	F2024/00282 - D09355684
<b>REPORT OF</b>	Deputy Lord Mayor Clr Dr Patricia Procriv
<b>CSP THEME:</b>	Accessible, Fair, Green,

**QUESTION WITH NOTICE:**

1. Are there any other examples known to staff where a Community Association/Strata is obliged to take eventual ownership and responsibility of a designated public park?

**Executive Director City Planning and Design response:**

In Wentworth Point, Council staff are aware of two examples of private ownership of publicly accessible parks/open space. (It should be noted that these parks have never been, nor ever will be, in public ownership).

1. Bay Park at 18 Amalfi Drive: the park remains in private ownership by the Community Association, as it is located above the Association's resident basement car park. However, public access is permitted to the park, as a condition was attached to the development consent requiring public access easements to be created over the park at the time it was granted development consent. This approach was taken as Council does not accept ownership of open space land that sits above private land or structures such as basement car parking.
2. The Development Application for the City Freeholds site (Block D) at Wentworth Point also includes a park to be held in private (community association) ownership that will also have car parking provided underneath with public access rights to the park above.
2. If there is, has the Community Association/Strata been able to get adequate liability insurance? And how have they paid for the eventual long term care and maintenance of the public park?

**Executive Director City Planning and Design response:**

Council staff are not privy to the private commercial arrangements (such as insurance requirements and strata/maintenance levies) of the relevant community associations.

**ATTACHMENTS:**

There are no attachments for this report.

**REFERENCE MATERIAL**

**QUESTIONS WITH NOTICE**

---

<b>ITEM NUMBER</b>	15.4
<b>SUBJECT</b>	Questions Taken on Notice at the 11 March 2024 Council Meeting
<b>REFERENCE</b>	F2024/00282 - D09363719
<b>REPORT OF</b>	Governance Manager

**QUESTIONS TAKEN ON NOTICE**

**Councillor Darley** asked the following questions on Item 6 – Confirmation of Minutes:

1. On page 18 of the minutes, during the debate on Item 13.1 Quarterly Budget Review - December 2023, I asked for an explanation on what projects have been rephased to get to the total of \$91million?
2. On page 30 of the minutes, in closed session, I asked questions on Item 16.2 Determination of Senior Staff Structure – City of Parramatta, and this has not been answered as part of the Questions on Notice.

**Executive Director, Finance and Information response:**

1. The question was answered at the meeting and hence it is not recorded in the Minutes. For information, the following response was provided to Councillor Darley during the 26 February 2024 Council meeting:

*Approximately \$87.9m of the total \$91m of capital rephasing adjustments to projects for funding and timing of commencement is covered in the column called “proposed adjustments” on pages 9 and 10 of the Capital Variances report, as contained in pages 97 and 98 of the Council report.*

2. Officers have reviewed the recording of the discussion on *Item 16.2 Determination of Senior Staff Structure – City of Parramatta* and confirm that all questions raised by Councillor Darley were answered at the meeting. Hence, the questions were not recorded in the Minutes.

**Councillor Darley** asked the following question on Item 6 – Confirmation of Minutes which was not answered:

3. Page 23 of the minutes, when I moved my motion, I changed my motion to quarterly reporting and not monthly. Can staff please correct this?

**Executive Director, Finance and Information response:**

Staff have reviewed the recording and confirm that Councillor Darley amended her motion to quarterly reporting. Staff will make the necessary correction to the Minutes.

---

**Councillor Garrard** asked the following question on Item 8.4 - 2024 Homelessness Street Count:

4. Could staff go out and check on the homeless people underneath Lennox Bridge (back of Riverside Theatre) when there is heavy rain?

**Executive Director, Community and Culture response:**

The issue was raised as a Service Request and an update was separately provided to Councillors Garrard and Green following the meeting. (As the details contain personal information there is an overriding public interest against publishing the information in this Business Paper).

---

**Councillor Siviero** asked the following question on Item 12.1 Status Report - Update on Transcription Technology at PHIVE:

5. There were two parts to my motion, the following has not yet been answered:  
Could staff provide a word or PDF version of what is spoken so members of the public can get to what they need without going through hours of great content?  
Could staff provide a status update on the progress of this second part?

**Executive Director, Finance and Information response:**

The recordings of Council meetings are tagged with links from the contents page to each item, allowing the public to jump to the relevant section or business paper that they are interested in, thereby saving time.

Human transcription is not undertaken by council, as the Minutes provide an record of the meeting and to obtain a full transcript of each meeting would be \$1,000 per meeting, or alternatively would require a full-time staff resource to undertake. An AI transcript in a pdf file format has been investigated but has proven to be less than 70% accurate.

**Councillor Garrard** asked the following question on Item 12.1 Status Report - Update on Transcription Technology at PHIVE:

6. Isn't it the practice that when a Notice of Motion [*resolution*] is raised it would be reported back to Council on its entirety or the report acknowledging that part of the Notice of Motion [*resolution*] is still outstanding?

**Executive Director, Finance and Information response:**

It is usual practice to report back to Council on the entire status of a resolution of Council and acknowledge any outstanding matters. In this instance there was unfortunately confusion regarding reporting back upon a resolution as distinct from answering the QoN.

---

---

**QUESTIONS WITH NOTICE – CONFIDENTIAL ITEM (ITEM 16.1)**

**Councillor Pandey** asked three questions on Item 16.1 Tender 27/2023 Philip Street Smart Street, Stage 2, Parramatta - Civil and Landscape Works.

The response is provided in the confidential attachment.

**Councillor Darley** asked two questions on Item 16.1 Tender 27/2023 Philip Street Smart Street, Stage 2, Parramatta - Civil and Landscape Works.

The response is provided in the confidential attachment.

**ATTACHMENTS:**

1	Responses to Questions with Notice - Confidential Session 11 March 2024 Council Meeting (confidential)	3 Pages
---	--	------------

**REFERENCE MATERIAL**

**QUESTIONS WITH NOTICE**

<b>ITEM NUMBER</b>	15.5
<b>SUBJECT</b>	Parking Fines
<b>REFERENCE</b>	F2024/00282 - D09366096
<b>REPORT OF</b>	Councillor Kellie Darley

**QUESTION ON NOTICE:**

1. How many parking fines have been issued in our LGA annually for the last 5 years, broken down by category (e.g. CBD, school zone)?
2. What is the annual revenue Council has received from parking fines for the last 5 years?
3. How many parking rangers does Council have now compared to previous years?
4. What is the rough ratio of parking rangers time spent in the CBD and outside the CBD in our town centres and suburban streets?
5. Roughly what is the level of incidents against Council's parking rangers, and how has this been trending in recent years?

**Executive Director, City Assets and Operations response:**

1. How many parking fines have been issued in our LGA annually for the last 5 years, broken down by category (e.g. CBD, school zone)?

Financial Year	2019	2020	2021	2022	2023
<b>Number of fines</b>	52983	48055	38984	27369	51476
<b>School related</b>	1061	1322	1858	1368	1750

Data on fines is not automatically collected or broken down into the CBD or Local Centre areas. This level of analysis is unable to be provided without the diversion of significant staff resources.

2. What is the annual revenue Council has received from parking fines for the last 5 years?

Financial Year	2019	2020	2021	2022	2023
<b>Parking Revenue (\$)</b>	7,509,512	7,682,427	5,404,598	4,801,544	7,423,364

3. How many parking rangers does Council have now compared to previous years?

Council has 26.5 FTE parking officers, inclusive of the manager/supervisors. This number has remained stable over the past 5 years and consistently comprises approximately 50% of the Regulatory Services Rangers and Parkers Unit.

4. What is the rough ratio of parking rangers time spent in the CBD and outside the CBD in our town centres and suburban streets?

Operational data reveals that parking officers (not rangers) are allocated to patrol the Parramatta CBD, Harris Park and immediate surrounds approximately 80% of the time. However, this allocation is highly variable and is dependent on the number of events, activations, gatherings, rallies and other activities that are planned and hosted in the CBD area or in town centres on any given day.

5. Roughly what is the level of incidents against Council's parking rangers, and how has this been trending in recent years?

The level of incidents relating to parking officers is low and ranges between 30-40 incidents in the last two years, with a noticeable downward trend occurring.

**ATTACHMENTS:**

There are no attachments for this report.

**REFERENCE MATERIAL**

**QUESTIONS WITH NOTICE**

**ITEM NUMBER** 15.6  
**SUBJECT** Staff Levels and Costs by DPOP Group  
**REFERENCE** F2024/00282 - D09375563  
**REPORT OF** Councillor Kellie Darley

**QUESTION WITH NOTICE:**

**Staff Levels and Costs by DPOP Group**

Please provide a breakdown of staffing levels and costs by DPOP group for this financial year (budget as well as actual to end of December 2023) compared with actuals from the last two financial years. Specifically, please provide the following for each group:

**A/Chief People Culture and Performance Officer Response:**

- **Headcount**

	Chief Executive Office	City Assets and Operations	City Engagement & Experience	City Planning & Design	City Strategy	Community & Culture	Finance & Information	People Culture & Performance	Property & Place	Grand Total
FY22	16	351	104	143	39	389	87	44	54	1224
FY23	16	347	120	159	43	460	85	54	57	1341
Feb-24	14	401	129	185		618	135	43		1525

Note: Headcount is the number of people working at any given time.

- **Full Time Equivalent (FTE)**

	Chief Executive Office	City Assets and Operations	City Engagement & Experience	City Planning & Design	City Strategy	Community & Culture	Finance & Information	People Culture & Performance	Property & Place	Grand Total
FY22	12.00	342.93	89.43	136.30	36.40	218.78	78.20	42.03	52.11	1008.18
FY23	9.94	339.47	99.03	149.86	41.60	256.50	82.00	50.60	56.51	1085.51
Feb-24	10.00	390.21	108.06	176.67		299.48	126.40	40.51		1151.34

Note: A full-time equivalent (FTE) is a unit of measurement used to determine the number of full-time hours worked by all employees in a business and is different to headcount.

- Total Staff Costs

	FY22 (Actuals)	FY23 (Actuals)	FY24 YTD Dec23 (Actuals)	FY24 YTD Dec23 (Budget)
A100 Chief Finance and Information Office	\$11,775,314	\$12,933,220	\$6,923,690	\$6,943,214
A150 – People Culture and Workplace	\$6,890,486	\$7,963,703	\$3,378,775	\$4,454,385
A300 – City Engagement and Experience	\$12,010,067	\$12,652,420	\$6,617,953	\$6,532,940
A400 – Executive Office	\$1,699,647	\$2,029,540	\$917,615	\$904,438
A450 – City Strategy	\$3,510,923	\$4,121,868	\$2,111,697	\$2,295,785
A500 – Property and Place	\$6,685,076	\$7,436,721	\$3,883,159	3,933,336
A600 – City Assets and Operations	\$40,189,890	\$40,470,745	\$20,644,779	\$20,944,706
A700 – Community Services	\$27,487,097	\$31,691,032	\$17,654,872	\$18,107,416
A900 – City Planning and Design	\$17,349,144	\$19,317,589	\$9,959,350	\$11,122,045
<b>Sub excluding Organisational related</b>	<b>\$127,597,644</b>	<b>\$138,616,839</b>	<b>\$72,091,890</b>	<b>\$75,238,264</b>
Add: A200 – Org Related	-\$6,869,952	-\$545,622	\$14,920	-\$2,500,000
<b>Total Including Org Related</b>	<b>\$120,727,692</b>	<b>\$138,071,217</b>	<b>\$72,106,811</b>	<b>\$72,738,264</b>

Note: Dec YTD operating results of \$104m compared to \$3m in FY22 and \$4.8m in FY23. The large variance in the results is due;

- Expenses in FY24 are for half a year (YTD Dec) compared to a full year's worth in FY22 + FY23
- Although revenue is for half a year in FY24, the biggest revenue (being Rates income) is realised in the first 3-months.

- Turnover Rate

	Chief Executive Office	City Assets and Operations	City Engagement & Experience	City Planning & Design	City Strategy	Community & Culture	Finance & Information	People Culture & Performance	Property & Place	Grand Total
FY22	10.00%	9.47%	18.82%	12.90%	33.85%	6.42	26.76%	36.84%	15.19%	13.45%
FY23	80.00%	14.55%	16.95%	10.77%	24.00%	17.24	30.34%	25.97%	15.05%	17.40%
Feb- 24	66.67%	11.97%	10.99%	14.68%		11.94	20.25%	10.00%		13.56%

Note: The 2023/24 AHRI (Australia Human Resources Institute) Annual Report indicates a 17% turnover rate within the public sector.

- Number of Vacant Positions

	Chief Executive Office	City Assets and Operations	City Engagement & Experience	City Planning & Design	City Strategy	Community & Culture	Finance & Information	People Culture & Performance	Property & Place	Grand Total
FY23	1	89	15	16	10	58	26	3	10	228
Feb- 24	5	81	20	29		48	29	5		217

Note: The current vacancy rate for the local government sector is approximately 20%. City of Parramatta's current vacancy rate is just below 17%.

- Total Operating Budget

Operating Budget ("Net Operating Surplus/(Deficit) After Operating Grants) \$'000	Summary (\$'000)			
	FY22 (Actuals)	FY23 (Actuals)	FY24 Dec_YTD Actuals	FY24 Dec YTD Budget
A100 Chief Finance and Information Office	(26,746)	(18,909)	(7,183)	(9,658)
A150 – People Culture and Workplace	(7,680)	(9,180)	(3,769)	(4,193)
A200 - Organisational Related	169,900	175,906	167,246	175,926
A300 – City Engagement and Experience	(18,794)	(20,675)	(9,462)	(11,293)
A400 – Executive Office	(2,859)	(3,052)	(1,495)	(1,678)
A450 – City Strategy	(5,914)	(4,789)	(2,585)	(3,145)
A500 – Property and Place	(4,862)	(11,940)	(6,649)	(5,593)
A600 – City Assets and Operations	(64,187)	(62,376)	(12,149)	(8,906)
A700 – Community Services	(23,781)	(27,486)	(12,201)	(15,803)
A900 – City Planning and Design	(11,998)	(12,697)	(7,732)	(7,769)
<b>COP Total</b>	<b>3,080</b>	<b>4,803</b>	<b>104,022</b>	<b>107,887</b>

Note: Dec YTD operating results of \$104m compared to \$3m in FY22 and \$4.8m in FY23. The large variance in the results is due;

- Expenses in FY24 are for half a year (YTD Dec) compared to a full year's worth in FY22 + FY23.
- Although revenue is for half a year in FY24, the biggest revenue (being Rates income) is realised in the first 3-months.

### **ATTACHMENTS:**

There are no attachments for this report.

### **REFERENCE MATERIAL**