

Candidate Information Booklet

June 2021



**CITY OF
PARRAMATTA**

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Message from the Chief Executive



Local Government plays a critical part in the delivery of the most vital services to communities. We are the arm of government which is closest to the people. Becoming a Councillor is a privilege and a wonderful opportunity to make a difference to your community.

Councillors play a vital role in meeting the needs of local communities. They serve their communities by listening to people in the local area and then representing those views on Council. They make decisions that can change local communities and environments. The communities that Councillors represent are made up of a mix of people with different needs and interests from a diverse range of backgrounds. Effective Councils are made up of Councillors that reflect this mix.

On 4 September electors in the Parramatta community will vote for a new Council electing 15 Councillors from across 5 wards.

Making the decision to stand in the election as a candidate is a huge commitment. To assist candidates in this process the City of Parramatta Council is running two Candidate Briefing Sessions and has produced this booklet to provide you with a quick overview of the city, the Council and the commitments you will need to make on becoming an elected Councillor.

The Briefing Sessions will provide you with an overview on:

- Standing for election
- The role of Councils and Councillors and
- Leadership

The purpose of the Candidate Booklet is to place this information within a City of Parramatta context. This booklet aims to provide you with quick overview of our city, the services we provide, the big issues we are addressing, where we get our funds from and what we spend it on.

Also, we aim to provide you with an indication of what time commitments may be required of you and the variety of issues you will be dealing with if you are successful in being elected as a Councillor.

We hope this information will assist in your decision-making process on whether you will stand for election. Council wishes you well in your endeavour and hopefully we can see a number of you at our first meeting of the new term in September.

Brett Newman
Chief Executive Officer

Our City – A Snapshot

Popn **257,197**
projected to
grow to **445,000**
by **2036**

Median age
34 years
(c.f NSW 38
years)

50% of residents
born overseas

Median
Household
income **\$1775/**
week (NSW
\$1481/wk)

55% of
residents live
in medium to
high density
dwellings

0.7% of
residents identify
as Aboriginal
or Torres Strait
Islander

13% of
households
experiencing
housing stress

SEIFA Score Index of
Disadvantage 1039 (2016)
Higher score = less disadvantage
City of Sydney = 1027
Inner West = 1053
Cumberland = 929

10% of
residents do not
speak English
well or at all

Our Place

- LGA covers 84km²
- Home to the Darug People
- 65km of natural waterways
- 859ha of parks, reserves & sportsgrounds
- 461ha of bushland
- More than 750 significant archaeological sites
- Gross Regional Product of \$30.34B in 2020
- More than 29,000 business located in our city

Parramatta's role in Sydney



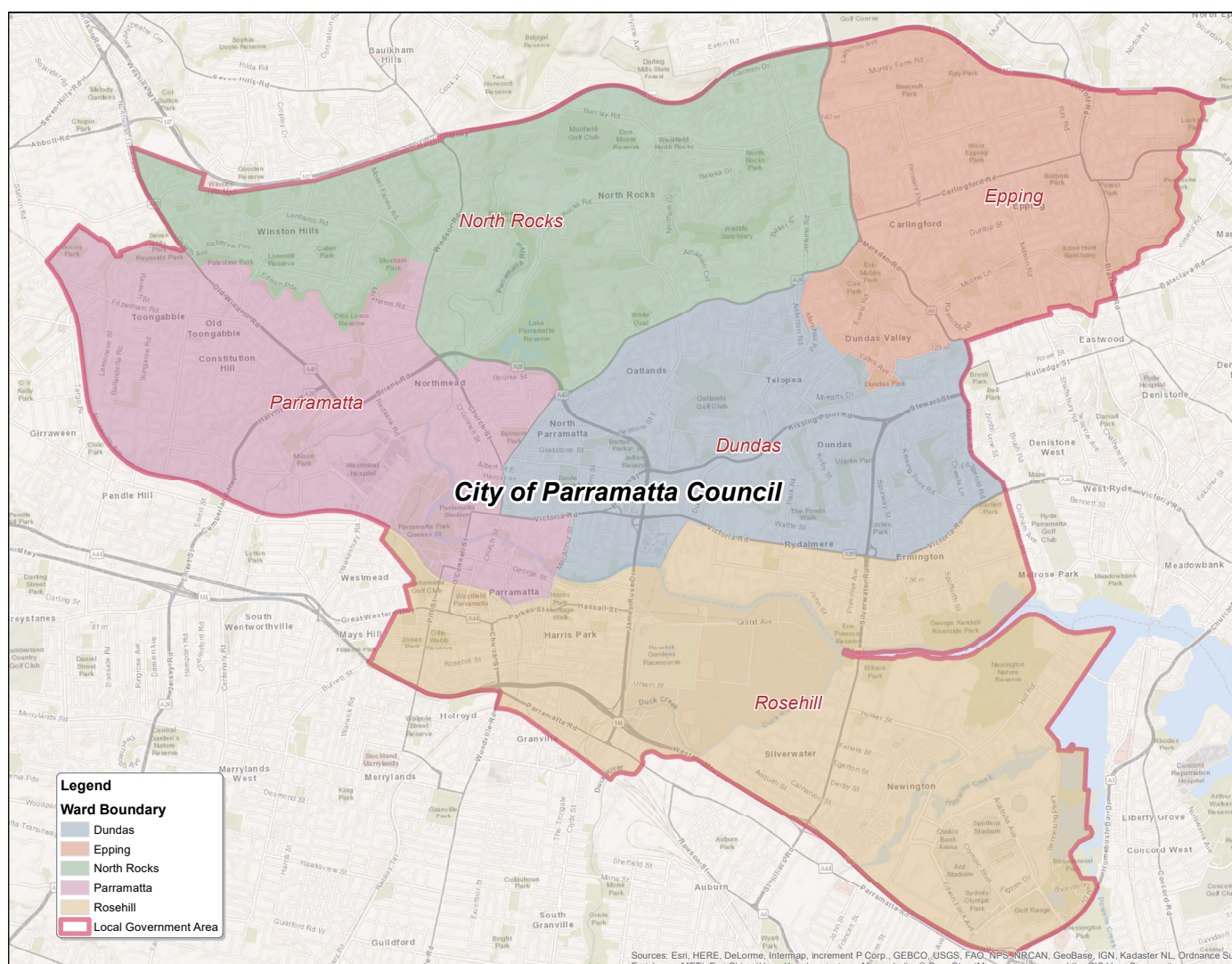
The Greater Sydney Region Plan, *A Metropolis of Three Cities* is built on a vision of three cities where most residents live within 30 minutes of their jobs, education and health facilities, services and great places. The three cities are the Western Parkland City, the **Central River City** and the Eastern Harbour City.

The City of Parramatta forms the core of the Central River City. Economic activity within this city will be focussed in the Greater Parramatta and the Olympic Peninsula Economic Corridor. The population of the Central River City is projected to increase from 1.3 million to 1.7 million over the

next 20 years. This will transform many parts of the city from a suburban to an urban environment.

For more information visit: **[greater.sydneymetropolisofthreecities](https://greater.sydneymetropolisofthreecities.com.au)**

Our Wards



The City of Parramatta Local Government Area is divided into five electoral areas known as wards. These are:

- North Rocks
- Epping
- Parramatta
- Dundas
- Rosehill

Each ward elects three (3) Councillors for a total of fifteen (15) Councillors representing the population of the Parramatta Local Government Area (LGA). The Lord Mayor is elected by the Councillors for a two (2) year term.

The Services we provide

Our Services are based around the six Strategic Goals identified within the **Community Strategic Plan (CSP)** which are **Fair, Accessible, Green, Welcoming, Thriving** and

Innovative. Council's activities and services are organised by Directorate and Business Units, but in reality, the activities and services are delivered by multi-functional

and multi-disciplined teams to achieve the strategic priorities identified by the Parramatta community in the CSP.



FAIR

We can all benefit from the opportunities our city offers.

- Library Services
- Community Support & Social Enterprises
- Affordable housing
- Integrated Community Hub Services
- Children & Family Services
- Recreation Facilities & Programs
- Communication & Engagement
- Governance
- Internal Audit
- Internal Ombudsman



ACCESSIBLE

We can all get to where we want to go.

- Advice on Major Developments
- Urban Design Advice
- Parking Services
- Provision of Paid Parking
- Development Assessment
- Tree Management
- Civil Infrastructure & Catchment Management
- Traffic Signage Maintenance



GREEN

We care for and enjoy our environment.

- Open Space & Natural Area Management
- Environmental & Sustainability Programs
- Public Domain Cleansing Services
- Domestic & Commercial Waste Services
- Ranger Services
- Certification Services



WELCOMING

We celebrate culture and diversity - past, present and future.

- Riverside Theatres
- Riverside Program
- Arts & Culture Program
- Parramatta Artists' Studios
- Events & Festivals
- Tourism & Visitor Services



THRIVING

We benefit from having a thriving cbd and local centres.

- Economic Development
- Marketing
- Maintaining Public Domain Amenities



INNOVATIVE

We collaborate and champion new ideas to create a better future.

- Strategic Planning
- Small business support & Strategic Partnerships
- Financial Reporting
- Customer Service
- Planning Advice

The Big Issues

The Big Issues –
major projects
transforming
our city

Parramatta is rapidly growing into Sydney's Central City – a strategic centre of services and infrastructure which will drive employment and growth for the whole Western Sydney region. Over the next 20 years, there are several major projects that stand out as once-in-a-generation opportunities for our City. Although there is significant development taking place in many growth hotspots across our City, these projects have the potential to be transformative for residents, businesses and visitors in Parramatta.

PARRAMATTA CBD

Our CBD is changing as Council's vision to create a vibrant business and cultural hub for Western Sydney comes to life. Parramatta Square, the Civic Link project, Parramatta Quay, and Parramatta Light Rail, Parramatta Powerhouse and Sydney Metro West will completely transform the look and feel of the City. The centrepiece of Parramatta's river foreshore will be a new cultural precinct, including the new, state-of-the-art Museum of Applied Arts and Sciences (Parramatta Powerhouse), and the redevelopment of the Riverside Theatres.

SYDNEY METRO WEST

This project will deliver world-class metro services to connect Greater Parramatta and the Sydney CBD via a new underground railway (doubling the rail capacity between the two centres).

ESCARPMENT BOARDWALK

The Escarpment Boardwalk is one of the last critical links in the Parramatta Valley Cycleway, the foreshore path along the Parramatta River between Sydney Olympic Park and Parramatta Park. The project is a river-level shared path that will allow pedestrians and cyclists to access the CBD foreshore along the northern bank, and avoid the need to cross Macarthur Street or use Gasworks Bridge.

PARRAMATTA SQUARE

The \$2.4 billion Parramatta Square, slated for completion in 2022, is set to become a landmark destination in the heart of the Parramatta CBD. It includes the construction of at least five major commercial, educational and civic buildings which will border a public domain thoroughfare in the core of Parramatta's CBD.

5 PARRAMATTA SQUARE

5 Parramatta Square, Council's new civic, community and cultural space, will be a sustainable, multipurpose building with a cutting edge façade.

PARRAMATTA LIGHT RAIL

Parramatta Light Rail is a major infrastructure project to connect commuters across Greater Parramatta with their homes, jobs, hospitals, universities, entertainment hubs, sport stadiums and leisure areas. Transport for NSW is leading this project, and Council is a key partner in the process of planning and delivering this infrastructure.

WESTMEAD INNOVATION PRECINCT

By 2036 there will be more than 20,000 tertiary students and 50,000 full-time staff working across Westmead. More than \$3 billion has been committed by government, universities and the private sector to deliver an integrated and innovative health, commercial, education and research precinct. A new civic heart on the Parramatta Light Rail route will be created with an enhanced public domain and an increased number of dwellings.

CIVIC LINK

The Civic Link Framework Plan aims at creating a green, pedestrianised public space and cultural spine that connects public life, from the heart of the Parramatta CBD to the River. The Link crosses through four significant City blocks, interfacing with a number of private development sites, state heritage items and State Government projects such as Parramatta Light Rail and the new Museum of Applied Arts and Sciences. It will also function as the major public link to the River, improving access from the City to the River foreshore and enhancing connections between the ferry wharf and the CBD.

AQUATIC & LEISURE CENTRE

Parramatta's new Aquatic and Leisure Centre will meet the current and future needs of our rapidly growing population for many decades to come. With more than a million visitors expected to use this facility each year, the new centre will be utilised for swimming carnivals, training and competition, whilst offering essential learn to swim programs. The venue will be a place to relax and cool off in the summer months and provide a range of additional health and wellness offerings all year round.



MUSEUM OF APPLIED ARTS & SCIENCES AND RIVERSIDE THEATRES

Parramatta's City River foreshore will soon include the new flagship Museum of Applied Arts and Sciences (MAAS), and the redevelopment of the beloved Riverside Theatres. The Museum, which will open in 2023, will be the State's largest with 18,000 sqm of exhibition and public spaces. The Museum and the redeveloped Riverside Theatres will be anchor venues for arts and culture within the Parramatta CBD. They will deliver outstanding cultural facilities which the community will enjoy for decades to come.

PARRAMATTA RIVER

The Parramatta City River Strategy is a plan for revitalising the foreshore of the Parramatta River between Gasworks Bridge (Macarthur Street) and Rings Bridge (O'Connell Street). It aims at strengthening Parramatta's identity as the Central River City by upgrading the City River corridor and reclaiming the foreshore as a vibrant public space for the City. This includes better spaces for walking, cycling and for hosting major events by the River such as New Year's Eve and Loy Krathong.

Developing our precincts

Although many areas within our City will not undergo significant change, there are plans for precinct development in several areas across the City of Parramatta.

Parramatta North

UrbanGrowth NSW is planning to deliver new apartments and a village centre, as well as 7 ha of public open space, including a river foreshore park on NSW Government lands. Council will advocate for the retention and adaptive reuse of heritage buildings to accommodate arts, cultural, health and heritage endeavours.

Westmead

More than \$3 billion has been committed by the NSW Government, universities and the private sector to upgrade and expand the precinct's health services, medical research facilities and public transport. As a world-class Innovation District, Westmead will see a significant increase in jobs and university students over the next 20 years. A masterplan is being undertaken to guide this and future investment in the precinct.

Granville

Part of the Parramatta Road Corridor Urban Transformation Strategy area (north of the railway line), the strategy will see Granville transform into a high density, mixed-use town centre with high quality public domain, open space networks and transport links.

Camellia

The long term vision for renewal at Camellia includes a high density mixed use town centre located on the future Parramatta Light Rail route with a proposed new primary school, community facilities, new jobs, housing and public open spaces on the riverfront.

Teloepa

A combination of new and revitalised social, affordable and private housing is planned, as well as a retail centre next to the forthcoming light rail station. This mix of housing, transport and social infrastructure will support a growing and more diverse community.

Epping Town Centre

With significant new and redevelopment putting pressure on existing infrastructure, the Epping Planning Review seeks to introduce planning controls that better manage future growth. Stage 2 of the Epping Planning Review aims to address principles relating to heritage, commercial floorspace, public domain, traffic and planning processes.

Rydalmere

The vision for Rydalmere involves its transformation into a high-tech and knowledge precinct. This will involve redevelopment for retail and commercial uses, suiting businesses seeking to build strong relationships with the adjacent Western Sydney University campus.

Melrose Park

The urban renewal planned will result in significant public benefit for the new and existing community and surrounding neighbourhoods. Residential development, including a minimum of 150 affordable dwellings, will provide significant housing stock to the area to address housing choice and affordability.

Wentworth Point

This precinct forms part of the wider area of urban renewal of former industrial and commercial lands on the Sydney Olympic Peninsula. A growing residential area is planned, as well as commercial centres and a maritime plaza. This precinct will continue to deliver new homes, open space, shops and services.

Carter Street

South of Sydney Olympic Park, this area was rezoned in 2015 to support its transformation into a vibrant community with easy access to the M4 motorway. The precinct will provide more homes, better public spaces, a primary school, shops and cafes with access to public transport, international sporting facilities and entertainment venues.

Sydney Olympic Park

The Master Plan for this precinct seeks to promote the Park's role as a premier destination for cultural, entertainment, recreation and sporting events, and protect and enhance the public domain and parklands. Sydney Olympic Park will be transformed into a thriving urban centre providing employment opportunities, housing and retail.

What the Community have told us

Since the City of Parramatta was proclaimed in May 2016, Council has been talking extensively with the community, to understand their priorities, needs and long term aspirations. It's clear the community is passionate about Parramatta, and want to build on the strengths of our community to create a liveable, productive and sustainable future. The Parramatta Community have set these long term aspirations out in their Community Strategic Plan (CSP) which is Parramatta's peak planning document. Here they have told us:

- They want future growth to be managed, with the economy and other infrastructure improved to keep up with demand.
- They want Parramatta's rich heritage to be the cornerstone of future development.
- They want to get where they need to go easily and efficiently, with a strong public transport network supported by walking and cycling paths.
- They want the City's neighbourhoods to be better connected to the CBD, and to each other, with ongoing road improvements to address congestion spots, as well as parking at key locations.
- They want to be able to work close to home, and not spend lots of time commuting across Sydney. They want to see new, and larger companies basing their operations in Parramatta, and support for small business.
- They want to have a more diverse range of affordable housing options, so that families of all income levels are catered for.
- They want vibrant and safe neighbourhoods and precincts that showcase our City's emerging food and cultural scene – great destinations that are close to home.
- They want to build on Parramatta's unique cultural identity, celebrating our rich history, sense of community and diversity. They believe that diversity – of cultures, ages, and income levels – is our City's greatest strength, and fundamental to our identity.
- They love Parramatta's green and open spaces, and the Parramatta River – spaces they want to continue to enjoy.
- They also want to see action on our changing climate, and for Parramatta to be an eco-efficient City, where our buildings use less energy and water, and we recycle more and waste less.
- They want Council to continue to find the balance between maintaining existing assets and building new ones, to optimise use for a growing population.
- They want a forward-thinking, innovative and transparent Council that listens to and collaborates with the community. They care about the future of our City, and want community needs and aspirations to be at the heart of Council's decision-making

Where we get our funds from and how we spend it

During the course of 2021/22 financial year, Council will continue to review key focus areas and service measures to ensure future year's budgets result in a surplus and that Council is not spending beyond its funding capacity after

the 2021/22 financial year. The budget projections for 2021/22 financial year is an operating deficit of \$15.8m, with revenues of \$275.8m and expenditure of \$291.6m, with resources allocated to provide existing service

levels, statutory functions and to respond to community priorities and contractual commitments. Capital Expenditure for the 2021/22 financial year is \$311.7m.

How much City of Parramatta spends	2021/22 \$'000
Operational expenditure (including depreciation)	291,630
Capital expenditure	311,739
Total	603,369

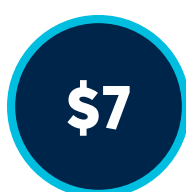
For every \$100 that Council spends:



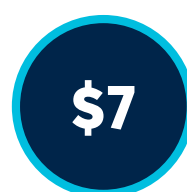
Major works
& construction



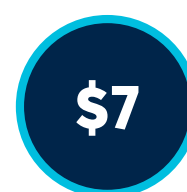
Parks,
recreation
& culture



Maintaining
roads, footpaths
& drains



Corporate
Management



Library &
community
services



Engineering
& traffic



Planning &
development



Waste
management



Environmental
sustainability



Trades & fleet
management

Becoming a Councillor

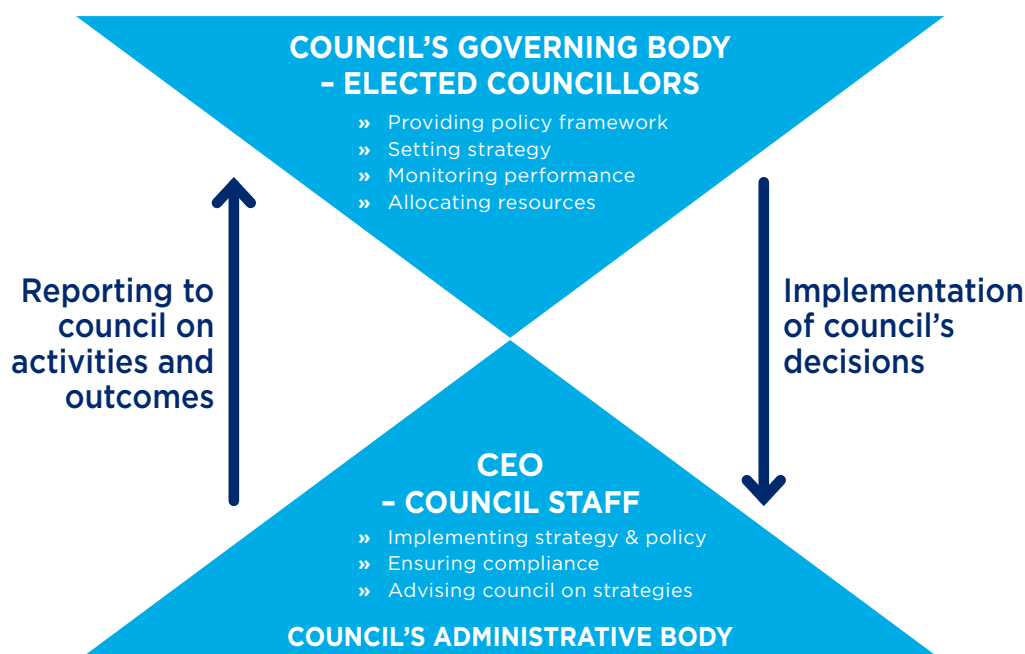
If you are successful at the ballot box and are sworn in as a City of Parramatta Councillor there are some fundamental aspects that you will need to understand which consist of:

- The relationship between Elected Members and Staff
- Time commitments
- The decisions we have to make – overview of a Council Business Paper
- The Declarations we must make
 - Oath of Office
 - Designated Person Return
 - Conflict of Interest,
 - Amongst other declarations

The relationship between elected members and staff

The role of the elected Council may be compared to that of the board of a public company or a more complex version of a board that oversees a local club; the elected Council oversees the activities of the Council but is not involved in the day-to-day running of the Council. The 'shareholders' of a public company can be likened to a local community. Councils employ staff to administer the Council. The Chief Executive Officer (CEO) is the most senior member of staff and is responsible to the Council for carrying out Council decisions and policy and overseeing the day-to-day operation of the Council.

The CEO provides the link between the elected Council and its employees. While all Council staff have a duty to carry out and implement Council decisions, they are responsible to the CEO, not the Councillors. Individual Councillors cannot direct staff in their day-to-day activities. However, this is counterbalanced by the responsibility of the CEO to provide information, guidance and support to Councillors to make good decisions. This relationship is set out in the diagram below.



Time commitments

Being a Councillor places a high level of demand on your time. Not only are you a major conduit between the Council and the Community, you function as a 'member of the board' in a collective role as a member of the Governing Body. Councillors can expect to be contacted by members of the community on a

wide range of issues. This requires you to have an understanding of how to manage external relationships, and most of all 'be a good listener'.

In the latter role, as a member of the Governing Body, you will be expected to attend Council Meetings, Workshops and Briefings. Council generally holds its Ordinary Meetings on a Monday

commencing at 6.30pm, meeting twice a month. In between these times other meetings, workshops and briefings are held. Set out below is an overview of an average month's commitment to these types of meetings. This will give you an indication of the average time commitment per month you may need to make once you are elected.

	Mon	Tue	Wed	Thu	Fri
Week 1	Council Workshop 6 – 9pm	Councillor Grants Committee 4 – 6pm Smart City Advisory Committee 5 – 7pm	Councillor Briefing 6 - 9pm	Working Group Meeting 6 - 8pm	
Week 2	Ordinary Council Meeting 6.30 - 10.30pm	Floodplain Risk Management Committee 5 - 6.45pm	Councillor Briefing 6 - 9pm	Finance Committee 5.30 - 7.30pm	
Week 3	Council Workshop 6 – 9pm		Councillor Briefing 6 - 9pm	Audit Risk & Improvement Committee 6 - 8pm	
Week 4	Ordinary Council Meeting 6.30 - 10.30pm	Councillor Grants Committee 4 – 6pm ATSI Advisory Committee 6 - 8pm Cycleways Advisory Committee 6 - 7.30pm	Councillor Briefing 6 - 9pm	Finance Committee 5.30 - 7.30pm	

The decisions we have to make

It is important to understand that Councils are not 'single function' organisations but rather are multi-functional organisations providing a wide array of services.

This means that as a Councillor you will be called upon to make decisions on a wide range of issues.

Set out below is an extract from an Ordinary Council Meeting business paper. This illustrates the variety of business the City of Parramatta

Council deals with. There is an obligation for you to read these reports to ensure you can make 'informed decisions'.

Item	Report for Consideration
1	FOR NOTATION: Minutes of Audit Risk and Improvement Committee Meeting held on 25 February 2021
2	FOR APPROVAL: Council Policies for Adoption
3	FOR APPROVAL: 2021 Community Grants
4	FOR APPROVAL: Major Projects Advisory Committee (MPAC) Membership
5	FOR APPROVAL: Little India Business Reference Group Update
6	FOR APPROVAL: Better Neighbourhood Program 21/22 and 22/23
7	FOR APPROVAL: 6&8 Parramatta Square - Part Closure of Darcy Street, Parramatta
8	FOR NOTATION: Minutes of the 5/7 Parramatta Square Advisory Group Meeting held on 6 May 2021
9	FOR NOTATION: Minutes of the Smart City Advisory Committee Meeting held on 4 May 2021
10	FOR APPROVAL: Response to Notice of Motion - \$300+ Million at Risk from Council's Essential Community Infrastructure Program due to the NSW Government's New Infrastructure Contributions System
11	FOR APPROVAL: Post Gateway - Draft Development Control Plan and Draft Planning Agreement for 85-91 Thomas Street, Parramatta
12	FOR APPROVAL: Post Exhibition - Outcomes of two Planning Proposals and three DCP amendments for various matters in Epping
13	FOR APPROVAL: Post Exhibition - Finalisation of the Parramatta CBD Planning Proposal following consideration of submissions received during the public exhibition period (Deferred Item)
14	NOTICE OF MOTION: Shortage of Dog Parks in Epping Ward
15	NOTICE OF MOTION: Newington Anglican Church
16	NOTICE OF MOTION: Illegal Dumping
17	NOTICE OF MOTION: Removal of 60 Trees in Parramatta Park for the Construction of 130 Car Parking Spaces
18	FOR APPROVAL: Tender 13/2021 Epping Road Cycleway
19	FOR APPROVAL: Exception to Procurement for ICT Upgrade pursuant to Section 55 of the Local Government ACT 1993
20	FOR APPROVAL: Occupation of the Main Building at 35 South Street Rydalmere
21	FOR APPROVAL: Expression of Interest - 40 Victoria Street, Epping (Boronia Grove Cafe & Office Spaces)
22	FOR APPROVAL: Future Council Office Accommodation Options

Declarations you must make

Councils are public bodies and as such are bound by legislation to ensure that they operate in a transparent and accountable manner. To assist with this process Councillors are required to make specific declarations. This could mean information which you might see as being 'personal' must be made publicly available and in some instances will be published on Council's website. As a Councillor you will be required to make specific declarations consisting of:

Oath of Office

If successful in being elected, and before a Councillor can commence their duties, they are required by legislation to swear an oath or affirmation of office. This is where a Councillor makes a statutory commitment 'to represent the interests of the entire local government area'. Under the provisions of the Local Government Act, a Councillor who fails to make this oath or affirmation cannot commence their role as a Councillor. Refusal to make the oath can result in disqualification from office.

Designated Person Return

Part 4 of the City of Paramatta Code of Conduct establishes the requirement for the disclosure of pecuniary interests by Councillors and designated persons. A written return is required from Councillors and designated persons within three months after:

- Becoming a Councillor or designated person, and
- 30 June of each year, and
- Becoming aware of an interest they are required to disclose

The return must set out details on all real property you own or have an interest in (including details on shares and interests in companies you may have etc), details of any gifts or benefits you have received or loans that you are subject to, and any contributions towards travel you may have received. These returns are required to be publicly available on Council's website.

Declaring Conflicts of Interest

There is an on-going obligation on both Councillors and staff to declare any interests they may have when dealing with Council business. There is an onus on Council Officials to identify any conflicts of interest and to take appropriate action to manage these in favour of their public duty.

For a Councillor this could mean that you may need to physically remove yourself from the Council Meeting and not participate in the decision-making process. All declarations are recorded in the meeting minutes and are published in a publicly available register.

There are two types of interests which a Councillor may declare consisting of:

- A Pecuniary interest, or
- A Non-pecuniary interest

A pecuniary interest is one which relates to you having a potential financial gain or loss arising from the matter before Council.

A non-pecuniary interest revolves around personal and/or private relationships you may have. These commonly arise out of family or personal relationships or out of involvement with sporting, social or other cultural groups.

Non-pecuniary interests can be either significant or less-than-significant. There is an onus on the individual Councillor to declare and appropriately manage these interests.

Failure to adequately manage conflicts of interest could result in disciplinary action being taken which in some instances could result in either suspension or dismissal from office.

Key documents you need to be familiar with

If you are successful in being elected as a Councillor there are some key documents you will need to be familiar with:

- Code of Conduct
Visit: cityofparramatta.nsw.gov.au/sites/council/files/inline-files/CodeOfConduct25Feb2021.pdf
- Code of Meeting Practice
Visit: cityofparramatta.nsw.gov.au/sites/council/files/2019-11/code-of-meeting-practice_2019.pdf
- Councillor and Staff Interaction Policy
Visit: cityofparramatta.nsw.gov.au/sites/council/files/inline-files/Councillor_and_Staff_Interaction_Policy_001_004X_0J3C0UTCTDV.pdf
- Community Strategic Plan
Visit: cityofparramatta.nsw.gov.au/council/key-council-documents/community-strategic-plan

The above documents provide you with an overview of:

- The expected standards of behaviour you must comply with
- How to actively participate in Council meetings and its decision-making process
- How you will relate to the Council staff, and
- What the Parramatta community's long-term vision, aspirations and priorities are







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PARRAMATTA**

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