

18 May 2016

EXTRAORDINARY COUNCIL MEETING

Council will hold its next Extraordinary Council Meeting in the Georges River Council Council Chambers, Level 2, 2 Belgrave Street, Kogarah on Thursday, 19 May 2016, commencing at 6:00pm.

I enclose your Agenda for the Meeting.

Gail Connolly
Interim General Manager

AGENDA:

- A. Acknowledgments of Traditional Custodians**
- B. Apologies/Leaves of Absence**
- C. Disclosures of Interest**
- D. Administrator Minute**
- E. Reports from Officers**

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Item E1: Schedule of Council Meeting Dates and Venues**Author:** Sina Camilleri - Governance Officer**Reason for report:** To consider a proposed schedule of dates and venues for Council meetings for the remainder of 2016.**Recommendation:**

That the proposed schedule of dates and venues for Council meetings listed in the report be approved.

Background

1. The Georges River Council meetings are proposed to be held at 6.00pm on the first Monday of each month, and on the second Monday of the month when the first Monday is a public holiday. The details of the location for the meeting will be provided on the Meeting Notice which is published with the Agenda, 3 working days prior to the meeting date.
2. The Council Meeting Agenda will be published on the Georges River Council website in pdf format and will be duplicated to previous Council websites, *namely* Kogarah City Council and Hurstville City Council for the time being.
3. The proposed dates and venues for Council meetings for the remainder of 2016 are:
 - Peakhurst Ward - Monday, 6 June 2016 – 6.00pm - Club Rivers – 32-34 Littleton Street, Riverwood
 - Hurstville Ward - Monday, 4 July 2016 – 6.00pm – Hurstville Civic Centre – MacMahon Street, Hurstville
 - Mortdale Ward - Monday, 1 August 2016 – 6.00pm - Mortdale Community Centre – 2B-2C Boundary Road, Mortdale
 - Blakehurst Ward - Monday, 5 September 2016 – 6.00pm – Zippo’s Restaurant and Bar, 12 Merriman Street, Kyle Bay
 - Kogarah Bay Ward – Monday, 10 October 2016 – 6.00pm - Kogarah Civic Centre – 2 Belgrave Street, Kogarah
 - TBC - Monday, 7 November 2016 - 6.00pm - Venue TBA
 - TBC - Monday, 5 December 2016 - 6.00pm - Venue TBA

Operational Plan Budget

4. Within budget allocation.

Attachments/Annexures

Nil.

End of Report

Item E2: Delegations to the Interim General Manager**Author:** Cathryn Bush - Manager Governance**Reason for report:** To delegate to the Interim General Manager functions of the Council pursuant to s377 of the Local Government Act 1993.**Recommendation:**

That the delegations to the Interim General Manager pursuant to s377 of the Local Government Act 1993 attached to the report be approved.

Background

1. Subsequent to the amalgamation of the former Hurstville and Kogarah City Councils it is necessary to consider the delegation of functions of the Council to the Interim General Manager.
2. Section 377 (1) of the Act provides Council with the general power via a Council resolution to delegate to the General Manager or any other person or body (not including another employee of the council) any of the functions of the council, other than the following:
 - (a) the appointment of a general manager;
 - (b) the making of a rate;
 - (c) a determination under section 549 as to the levying of a rate;
 - (d) the making of a charge;
 - (e) the fixing of a fee;
 - (f) the borrowing of money;
 - (g) the voting of money for expenditure on its works, services or operations;
 - (h) the compulsory acquisition, purchase, sale, exchange or surrender of any land or other property (but not including the sale of items of plant or equipment);
 - (i) the acceptance of tenders which are required under this Act to be invited by the council;
 - (j) the adoption of an operational plan under section 405;
 - (k) the adoption of a financial statement included in an annual financial report;
 - (l) a decision to classify or reclassify public land under Division 1 of Part 2 of Chapter 6;
 - (m) the fixing of an amount or rate for the carrying out by the council of work on private land;
 - (n) the decision to carry out work on private land for an amount that is less than the amount or rate fixed by the council for the carrying out of any such work;

Item E2 (cont.)

- (o) the review of a determination made by the council, and not by a delegate of the council, of an application for approval or an application that may be reviewed under section 82A of the [*Environmental Planning and Assessment Act 1979*](#) ;
 - (p) the power of the council to authorise the use of reasonable force for the purpose of gaining entry to premises under section 194;
 - (q) a decision under section 356 to contribute money or otherwise grant financial assistance to persons;
 - (r) a decision under section 234 to grant leave of absence to the holder of a civic office;
 - (s) the making of an application, or the giving of a notice, to the Governor or Minister;
 - (t) this power of delegation;
 - (u) any function under this or any other Act that is expressly required to be exercised by resolution of the council.
3. Part (2) of Section 377 provides Council with the ability via Council resolution to sub-delegate to the General Manager or any other person or body (not including another employee of the council) any function delegated to the council by the Department Chief Executive except as provided by the instrument of delegation to the Council.
 4. Section 378 of the Local Government Act provides the General Manager with the ability to sub-delegate a function delegated to the General Manager by the Council to any person or body (including another employee of the Council), other than this power of delegation.
 5. A review of the delegations of the General Managers of the former Hurstville and Kogarah City Councils has been undertaken and proposed delegations to the Interim General Manager are attached. These proposed delegations are consistent with both Sections 377 and 378 of the Act.

Operational Plan Budget

6. No budget impact for this report.

Attachments/Annexures

<u>1</u>	Delegations for the Interim General Manager	14 Pages	Annexure
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End of Report

Item E3: Council Seal

Author: Evan Hutchings - Director Governance and Corporate Services

Reason for report: To adopt a new Council Seal as a consequence of the proclamation of Georges River Council on 12 May 2016.

Recommendation:

That the Georges River Council Common Seal as shown in the Attachment to the report be adopted in accordance with Clause 400 of the Local Government (General) Regulation 2005.

Background

1. Clause 400 of the Local Government (General) Regulation 2005 requires that “The Seal of a council must be kept by the Mayor or General Manager, as Council determines.”
2. Following the proclamation of the Georges River Council on 12 May 2016, Council is required to adopt a new Common Seal.
3. A confidential copy of a proposed design for the Common Seal is attached.
4. The design replicates the font of the Georges River Council logo and the leaf pattern reflects the native tree, *Ficus rubiginosa*, also known as the Port Jackson fig which is native to the Georges River region.

Operational Plan Budget

5. Governance Operating Budget 2015/16 – Stationery/Purchase of a Common Seal Stamp - \$90.

Attachments/Annexures

1	Georges River Council Seal - <i>Confidential</i>	1 Page	Attachment
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End of Report

Item E4: Power of Attorney

Author: Evan Hutchings - Director Governance and Corporate Services

Reason for report: To grant Power of Attorney to Gail Connolly as Interim General Manager of Georges River Council.

Recommendation:

- a) That pursuant to Sections 8 and 9 of the Powers of Attorney Act 2003 a limited Power of Attorney be granted to Gail Connolly as Interim General Manager of Georges River Council in accordance with the draft instrument attached to this report.
- b) That the Administrator be authorised to affix the Common Seal of Council to the Power of Attorney instrument under Clause 400 (4) of the Local Government (General) Regulation 2005.

Background

- 1. Council is a Corporation with a Common Seal of Council as its formal means to execute documents requiring the affixing of a seal such as Real Property Act forms and Deeds.
- 2. Clause 400 of the Local Government (General) Regulation 2005 governs the safekeeping and use of the Common Seal of Council.
- 3. A report on the adoption of the Seal of Georges River Council was listed for consideration earlier at this meeting.
- 4. Execution under the Common Seal of Council is not the only means under which Council can lawfully execute documents.
- 5. The Registrar General, and the law generally, gives the same validity to documents exercised under Power of Attorney.
- 6. Should Council wish to grant Power of Attorney to the Interim General Manager the execution of the document regarding the Power of Attorney (attached) will need to be under Common Seal of Council. It is necessary that for this execution the Administrator be authorised to affix the Common Seal of Council.
- 7. The Grant of the Power of Attorney is personal, that is it will name Gail Connolly as the recipient of the grant and it is capable of revocation at any time by the Council.

Operational Plan Budget

- 8. No budget impact for this report.

Attachments/Annexures

1	Draft Power of Attorney Instrument	1 Page	Attachment
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End of Report

POWER OF ATTORNEY

THE COUNCIL OF GEORGES RIVER (hereafter called the "Council") hereby nominates, constitutes and appoints **GAIL CONNOLLY**, Interim General Manager of the Council, as and to be its true and lawful attorney for it to do all such acts of every description that may be necessary or expedient to transfer property both real and personal of the Council and to the Council, to grant, release, accept, surrender or vary any lease or licence for the use of any land or other property and to enter into, vary or release restrictive covenants, and to accept indemnities on behalf of the Council involving land owned by the Council or any other land provided however:

- (a) the transaction has already been approved by resolution of the Council; or
- (b) the transactions is a matter within the delegations given to the Interim General Manager of the Council by the Council under Section 377 of the Local Government Act 1993; or
- (c) the transaction is required under a condition of consent issued by the Council pursuant of the Environmental Planning and Assessment Act 1979

IN WITNESS HEREOF the common seal of the Council has hereunto been affixed.

THE COMMON SEAL OF THE)
COUNCIL OF GEORGES RIVER)
was hereunto affixed this)
day of 2016)
in accordance with a resolution made on)
the 19th day of May 2016)

Administrator

Item E5: Georges River Independent Hearing and Assessment Panel (IHAP)

Author: Laura Locke – Team Leader Development Assessment
Angelina Aversa-Morassut - Executive Planner

Reason for report: To establish an Independent Hearing and Assessment Panel for the Georges River Council.

Recommendation:

- a) That an Independent Hearing and Assessment Panel (IHAP) be established for the Georges River Council.
- b) That the Charter and Guidelines for the Georges River Council IHAP annexed to the report be adopted.
- c) That the Interim General Manager, in consultation with the Administrator appoint the four (4) Independent Hearing and Assessment Panel (IHAP) members and to seek expressions of interest for the pool of five (5) community representatives.
- d) That the former Kogarah City Council *Policy – Determination of Development Applications* be amended to include reference to the new Georges River Council, Hurstville Local Environmental Plans, Development Control Plans and the operation of the Independent Hearing and Assessment Panel, as outlined in the body of the report, and that the amended Policy be adopted.

Background

1. The purpose of this report is to:
 - Outline the role and function of Independent Hearing and Assessment Panels (IHAP) in local government decision making and a proposal to establish an IHAP for the Georges River Council;
 - Outline the proposed delegations of the Georges River IHAP;
 - Outline the proposed constitution and operation of the Georges River IHAP meetings;
 - Detail how the applicant and interested residents are involved in the IHAP process; and
 - Outline the proposed framework for determining which applications get referred to the Georges River IHAP for consideration and determination.

What is an Independent Hearing and Assessment Panel (IHAP)?

2. An Independent Hearing and Assessment Panel (IHAP) is generally made up of an independent panel of professionals who assist Council in the consideration and determination of development applications.
3. Panel members can include professionals such as Lawyers, Urban Designers, Town Planners and other professionals in similar or related fields. IHAPs may also include community representatives.

Item E5 (cont.)

4. The establishment of IHAPs are generally accepted as ‘industry best practice’ and provide transparency, integrity, confidence and efficiency in the development assessment process.
5. IHAPs have been utilised for a number of years and have been tried and successfully implemented in a number of NSW Councils including Sutherland, Mosman, Waverley, Warringah, Manly and Liverpool.
6. The established benefits of IHAPs include:
 - raising community confidence in the planning system;
 - increasing transparency and probity in assessment and determination of significant applications;
 - taking the ‘politics’ out of development application processing;
 - freeing up Councillors to focus on strategic and policy issues;
 - providing an informal setting for applicants and submitters to engage in a reasonable debate and discussion;
 - achieving good urban design outcomes in accordance with Council’s adopted planning instruments and policies;
 - providing another level of independent assessment, in addition to the Council Officers’ assessment of a proposal; and
 - decreasing the likelihood of legal action and/or strengthening Council’s case where a matter proceeds to the NSW Land and Environment Court.
7. The role and function of IHAPs can vary depending on the delegations granted by the Council. Panels can operate in an independent ‘review and advisory’ capacity, making recommendations to Council for adoption or, they can independently ‘review and determine’ applications by being granted the full delegation of the Council under Section 377 of the Local Government Act 1993 (NSW).
8. Whilst the first option facilitates transparency and an opportunity for ‘technical review’, the advisory role is likely to add an additional ‘layer’ to an already complex decision making process, potentially resulting in further delays to processing times, additional ‘red tape’ and is likely to increase costs to applicants.
9. Recent literature indicates that maximum transparency and efficiency in development application processing times has been achieved when IHAPs are granted the full delegations of the Council. This system allows for increased transparency and technical review but can also contribute to a reduction in DA processing times when compared to applications which must be referred to Council for determination.

What decision making framework is proposed for the Georges River IHAP?

10. The Georges River IHAP is proposed to be established with the full delegated authority of the Council pursuant to Section 377 of the Local Government Act, 1993 (NSW). This means that the Panel will provide an independent review of development applications referred to it for consideration and will be able to determine applications without any further referral to Council.

Item E5 (cont.)

Who are the proposed members of Georges River IHAP and how are meetings run?

11. The proposed *Charter of the Georges River IHAP* attached to this report outlines matters such as the functions of the IHAP, membership, appointment of members, requirements for a quorum, term of membership, voting rights and other administrative matters such as obligations of members. In summary, the Georges River IHAP is proposed to have:

- four (4) members – a lawyer, urban designer, town planner and a ‘pool’ of five (5) community representatives – one from each Ward of the LGA;
- a two (2) year service period (with option to extend for a further 2 years);
- the lawyer as the Chairperson;
- a minimum of three (3) IHAP members to form a quorum;
- the chairperson as the ‘casting vote’ if votes are tied; and
- meetings open to the public (although the IHAP will have discretion to close part of the meeting in order to protect commercial information or to deliberate after public representations have been made by the applicant and interested residents).

How are the applicant and interested residents involved in the IHAP process?

12. The proposed *Guidelines of the Georges River IHAP* attached to this report outline the procedural matters involved prior to, during and post an IHAP meeting. The Guidelines also outline how site inspections by Panel members and interested parties are proposed to be undertaken. In summary:

- interested residents or the applicant must register to speak within the allocated timeframes if they wish to address the IHAP;
- residents who have made a written submission (as part of the development application notification process) have a right to address the IHAP. Others have to provide 24 hours written notice to address the IHAP;
- site inspections must be undertaken by the IHAP as a ‘collective panel’. Site inspections are to be used by Panel members to acquaint themselves with the relevant site issues;
- agendas for meetings are to be publicly available five (5) business days before the IHAP meeting;
- speakers have specified time limits for addressing the IHAP;
- minutes are to be made publicly available following the IHAP; and
- the Determination Notice must be provided to the applicant and interested parties which have made written submissions.

What applications are referred to the Georges River IHAP for determination?

13. The proposed *Determination of Development Applications Policy* attached to this report outlines the framework for deciding which applications are to be determined by Council staff and those which must be referred to the IHAP for determination.

Item E5 (cont.)

14. In summary, applications which must be referred to the Georges River IHAP include:

- Any Planning Proposals received by Council; or
- Any matter where the applicant or owner is the Council or a member of staff; or
- A clause 4.6 variation is submitted for consideration for an LEP Development Standard of 10% or greater, or
- The proposal involves variations to more than one of the three primary development controls in any applicable Development Control Plan (FSR, height and setbacks) of 10% or greater, or
- Where objections have been received that are considered valid and that cannot be resolved through the imposition of appropriate conditions, or there is a significant level of community objection, or
- The application involves the demolition of a heritage item, contributory item within a Heritage Conservation Area or invokes the heritage incentives provisions within the LEP; or
- Development applications accompanied by planning agreements; or
- Any application which the Director of Planning and Environmental Services (or equivalent) considers should be considered and determined by the IHAP.

Recommendation:

Based on the issues and matters discussed in this report it is recommended:

- a) That an Independent Hearing and Assessment Panel (IHAP) be established for the Georges River Council, effective immediately.
- b) That the Charter and Guidelines for the Georges River Council IHAP annexed to this report be adopted.
- c) That the Interim General Manager, in consultation with the Administrator appoint the four (4) Independent Hearing and Assessment Panel (IHAP) members and seek expressions of interest for the pool of five (5) community representatives.
- d) That the former Kogarah Council *Policy – Determination of Development Applications* be amended to include reference to the new Georges River Council, Hurstville Local Environmental Plans, Development Control Plans and the operation of the Independent Hearing and Assessment Panel, as outlined in the body of the report, and that the amended Policy be adopted.

Operational Plan Budget

15. Within budget allocation.

Attachments/Annexures

1	Proposed IHAP Charter 2016	6 Pages	Annexure
2	Proposed IHAP Guidelines	4 Pages	Annexure
3	Proposed Policy for the Determination of Development Applications for Georges River Council 2016	6 Pages	Annexure

End of Report

Item E6: **Appointment of Delegates and Representatives - External Organisations and Advisory Committees**

Author: Evan Hutchings - Director Governance and Corporate Services

Reason for report: To appoint delegates and representatives to external organisations and advisory committees.

Recommendation:

- a) That delegates be appointed to the following external organisations and advisory committees, as follows:
- Southern Sydney Regional Organisation of Councils (SSROC) - **Administrator**
 - Southern Sydney Regional Organisation of Councils (SSROC) - Standing Committee 1 – Sustainability Program – **Administrator**
 - Southern Sydney Regional Organisation of Councils (SSROC) - Standing Committee 2 – Program Delivery - **Administrator**
 - Sydney East Joint Regional Planning Panel – **Interim General Manager and second delegate and alternate to be advised**
 - Georges River Local Traffic Committee – **Director Assets and Services**
 - Georges River Combined Councils Committee - **Administrator**
 - Local Emergency Management Officer – **Manager Engineering Services**
 - Regional Illegal Dumping Squad – **Manager Environmental Services**
- b) That the PIN Review Committee be dissolved.
- c) That the Interim General Manager prepare a further report on the number and composition of the remaining advisory committees referred to in the report.
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Background

1. Following the proclamation of Georges River Council on 12 May 2016 Council is in a position to appoint delegates to various external organisations and advisory committees. These external organisations and advisory committees, with previously applicable composition and meeting schedules (where available), are listed as follows:
 - i. **Southern Sydney Regional Organisation of Councils (SSROC) - Quarterly on Thursday evenings**
Two delegates and two alternate delegates for each of the former Hurstville and Kogarah City Councils.
 - ii. **Southern Sydney Regional Organisation of Councils (SSROC) - Standing Committee 1- – Sustainability Program - Quarterly on Thursday evenings**
One voting delegate (for each of the former Hurstville and Kogarah City Councils).

Item E6 (cont.)

- iii. Southern Sydney Regional Organisation of Councils (SSROC)
Standing Committee 2 – Delivery Program - Quarterly on Thursday evenings**
One voting delegate (for each of the former Hurstville and Kogarah City Councils).
- iv. Sydney East Joint Regional Planning Panel**
Two Councillor delegates and one alternate Councillor delegate from each of the former Hurstville and Kogarah City Councils
- v. Georges River Local Traffic Committee - 1st Tuesday of the month at 9:30am**
One representative of Council to be appointed.
- vi. Georges River Combined Councils Committee**
One voting member from each former Council (Hurstville and Kogarah), two non-voting representatives from former Hurstville City Council and one non-voting representative from former Kogarah City Council.
- vii. Kogarah Community Services Inc.**
Two Councillor representatives and an alternate Councillor representative (former Kogarah City Council).
- viii. Australia Day Botany Bay Regatta Committee**
One representative from Council (former Kogarah City Council).
- ix. Business Enterprise Centre**
One representative from Council (former Kogarah City Council).
- x. Mortdale Community Services Inc.**
One Councillor representative and an alternate Councillor representative (former Kogarah City Council).
- xi. Aboriginal Advisory Committee - Once per quarter**
Four non-Council members (former Hurstville City Council).
- xii. Access Advisory Committee - Once per quarter**
Three non-Council members, Councillors, Council officers (former Hurstville City Council).
- xiii. Community Safety Committee - Once per quarter**
Three non-Council members, Councillors, Council officers (former Hurstville City Council).
- xiv. Multicultural Advisory Committee - Once per quarter**
Three non-Council members, Councillors, Council officers (former Hurstville City Council).
- xv. Cooks River Alliance Committee**
One Council officer (former Hurstville City Council).

Item E6 (cont.)

- xvi. Local Emergency Management Officer**
One member per Council (currently Manager Engineering Services from former Hurstville City Council and Executive Manager Kogarah City Works from former Kogarah City Council).
- xvii. PIN Review Committee**
(former Hurstville City Council)
Six representatives consisting of three Council officers (Compliance, Traffic and admin support) appointed by the General Manager and three non-paid community representatives. Non-paid community representatives as follows:
- One member nominated by the Member for Oatley
 - One member nominated by the Federal Member for Banks
 - One member nominated by the Mayor.
- xviii. Regional Illegal Dumping Squad**
Manager Environmental Services of former Hurstville City Council has voting rights (and currently Deputy Chair) and Waste Project Officer of former Kogarah City Council.
2. It is proposed that delegates be immediately appointed to the following organisations and committees.
- Southern Sydney Regional Organisation of Councils (SSROC)
 - Southern Sydney Regional Organisation of Councils (SSROC) - Standing Committee 1
 - Southern Sydney Regional Organisation of Councils (SSROC) - Standing Committee 2
 - Sydney East Joint Regional Planning Panel
 - Georges River Local Traffic Committee
 - Georges River Combined Councils Committee
 - Local Emergency Management Officer
 - RID Squad.
3. It is also proposed that the Interim General Manager prepare a further report on the number and composition of the remaining organisations and committees referred to in the report.

Operational Plan Budget

4. No budget impact for this report.

Attachments/Annexures

Nil.

End of Report

Item E7: Code of Meeting Practice

Author: Anthony Gearon - Acting Manager Corporate Governance

Reason for report: To consider adoption of the Code of Meeting Practice.

Recommendation:

That the Georges River Council Code of Meeting Practice annexed to the report be adopted.

Background

1. The proclamation of the new Georges River Council on Thursday 12 May 2016, included a provision that “The code of meeting practice of the former Hurstville City Council is to be the code of meeting practice of the new council until it is amended or replaced in accordance with the Act.”
2. The Code of Meeting Practice has been drafted as required, with alterations made to reflect the new entity and the conduct of Ordinary meetings of the Council to be conducted on the first Monday of each month, commencing at 6:00pm.
3. All references in the Code, to the Council, Mayor or Councillors, should be taken as referring to the Administrator.
4. The Georges River Council Code of Meeting Practice (annexed) is now submitted for adoption by the Council. The code will be reviewed in the near future to ensure it reflects current best practice in the conduct of Council meetings and remains contemporary.

Operational Plan Budget

5. Within budget allocation.

Attachments/Annexures

1	Code of Meeting Practice	27 Pages	Annexure
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End of Report

Item E8: Payment of Expenses and the Provision of Facilities for Mayor and Councillors Policy**Author:** Cathryn Bush - Manager Governance**Reason for report:** To consider endorsement of the policy on the payment of expenses and the provision of facilities for Mayor and Councillors.**Recommendation:**

- a) That the Payment of Expenses and the Provision of Facilities for Mayor and Councillors Policy, annexed to the report, be adopted as Georges River Council's policy.
- b) That any reference to Council, the Mayor and Councillors in the policy referred to in (a) above be taken to be a reference to the Administrator.

Background

1. Section 252 of the Local Government Act 1993 requires councils to "...adopt a policy concerning the payment of expenses incurred, or to be incurred by, and the provision of facilities to, the Mayor, the Deputy Mayor and the other Councillors in relation to discharging the functions of civic office."
2. In view of the recent amalgamation of the former Kogarah City Council and former Hurstville City Council to form the new Georges River Council it is necessary for the new entity to endorse a policy concerning the payment of expenses incurred, or to be incurred by, and the provision of facilities to, the Mayor, the Deputy Mayor and the other Councillors in relation to discharging the functions of civic office.
3. In this regard, it is proposed to utilise the former Kogarah City Council's most recent Payment of Expenses and the Provision of Facilities for Mayor and Councillors policy that was previously adopted on 26 October 2015, in accordance with the Division of Local Government's guidelines, the Local Government Act 1993 and Clause 217 of the Local Government (General) Regulation 2005. This policy has been updated with the new name Georges River Council. No other changes have been made to this policy at this time.
4. In addition, it should be noted that any reference in this policy to the Council, the Mayor and Councillors is to be taken to be a reference to the Administrator.
5. It is recommended that the Georges River Council's policy for the Payment of Expenses and the Provision of Facilities to the Mayor and Councillors, annexed to this report, be adopted.
6. This policy will be effective upon its adoption.
7. In accordance with the Local Government Act 1993, the policy is required to be reviewed within five (5) months of the conclusion of each financial year. Accordingly the next review will be undertaken prior to the end of November 2016.

Item E8 (cont.)

Operational Plan Budget

8. Within budget allocation.

Attachments/Annexures

<u>1</u>	Policy for Payment of Expenses & the Provision of Facilities to the Mayor & Councillors - May 2016	34 Pages	Annexure
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End of Report