

MEMOS

ORDINARY COUNCIL MEETING

TUESDAY 27 JUNE 2023

TABLE OF CONTENTS

Subject	
Memo – Item No 9.6 – Revocation of Various Policies	2
Memo – Item No 9.4 – Response to Notice of Motion No 5/2023 - Australia Day Citizenship Ceremonies - Newport Beach	3
Memo – Item No 9.2 – Voting delegates for Local Government NSW Annual Conference	7

Memo

Ordinary Council Meeting

Corporate & Legal

27 June 2023

To: Councillors
From: Executive Manager Governance & Risk
Date: 27 June 2023
Subject: Memo – Item No 9.6 – Revocation of Various Policies
Record Number: 2023/404474
Attachments: NIL

Dear Mayor and Councillors

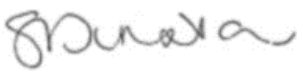
Please be advised of a change to the recommendation for item 9.6 Revocation of Various Policies.

It is intended that the Privacy Policy remain in place until Councillors have received a briefing on the Privacy and Personal Information Protection Act 1998 as it applies to Council.

The change to the recommendation to remove the Privacy Policy from the list of policies for revocation is highlighted below.

That Council:

1. Revoke the following policies:
 - A. Companion Animal Population Policy (former Pittwater Council)
 - B. Horses on Private Property Policy (former Pittwater Council)
 - C. ~~Privacy Policy (Northern Beaches Council)~~**
2. Note the outcome of the public exhibition of the draft Keeping of Animals Policy and determine not to adopt the policy.



Sarah Dunstan
Executive Manager Governance & Risk

To: Councillors
From: Executive Manager Community Engagement & Communications
Date: 27 June 2023
Subject: Memo – Item No 9.4 – Response to Notice of Motion No 5/2023 - Australia Day Citizenship Ceremonies - Newport Beach
Record Number: 2023/404511
Attachments: 1 Email - Department of Home Affairs

Dear Councillors

After the Agenda for the Ordinary Meeting of Council to be held this evening was published, Council received correspondence from the Department of Home Affairs regarding Citizenship Ceremonies. The correspondence is attached.

Councillors may consider the correspondence relevant to *Item 9.4 – Response to Notice of Motion No 5/2023 – Australia Day Citizenship Ceremonies – Newport Beach* on the Agenda.

The correspondence includes the following information:

- As of 31 May, Northern Beaches Council has 476 conferees waiting between 3 to <6 months and 149 conferees waiting between 6 to <12 months for a ceremony.
- It is anticipated that citizenship application rates and approvals will increase in the next financial year and Council should therefore work towards clearing current numbers on hand with future ceremonies ideally accommodating conferees approved since the last ceremony (where possible).

Council staff are now reviewing how this request may be accommodated. There are three ceremonies scheduled for the following dates: 10 July, 14 August and 28 August. We were planning to invite 170 conferees to each ceremony. If the ceremonies proceed with the proposed number of conferees, our waitlist will reduce slightly, however it will not ensure parity over the next 6 – 12 months. That is, the number of applications approved will continue to exceed the number of additional conferees.

Following further review, we will provide a further update.

Should you require any further information about matters raised in this memo please contact my office on 02 8495 5428.



Kath McKenzie
Executive Manager Community Engagement & Communications

Subject: FW: Urgent: Department of Home Affairs - Citizenship Ceremonies - Council Engagement
Attachments: NORTHERN BEACHES COUNCIL - Council Engagement Report - May 2023.pdf
Importance: High

From: Peter GAVRILIS <Peter.Gavrilis@homeaffairs.gov.au>
Sent: Thursday, June 22, 2023 5:23 PM
To: Rachel Weatherley <Rachel.Weatherley@northernbeaches.nsw.gov.au>
Cc: Marie-louise ALBANI <Marie-Louise.Albani@homeaffairs.gov.au>
Subject: RE: Department of Home Affairs - Citizenship Ceremonies - Council Engagement [SEC=OFFICIAL]

OFFICIAL

Hi Rachel

It was a pleasure meeting you on Monday and thank you again for your time.

As of 31 May, Northern Beaches Council have 476 conferees waiting between 3 to < 6 months and 149 conferees waiting between 6 to <12 months. We have noted that three ceremonies have been scheduled for coming months - 10 July, 14 August and 28 August - and you anticipate 170 conferees will be invited to each one. Should these ceremonies proceed with the proposed number of conferees, your waitlist will reduce slightly, however it will not ensure parity over the next 6 to 12 months (the number of applications approved will continue to exceed the number of acquisitions). As we discussed on Monday, it is anticipated that citizenship application rates and approvals will increase in the next financial year. The council should therefore should work towards clearing current numbers on hand with future ceremonies ideally accommodating conferees approved since the last ceremony (wherever possible).

There are many different approaches to the organisation and delivery of ceremonies. For example, some councils do not carry out individual presentation of certificates to conferees during their ceremonies, particularly for larger ceremony groups. This allows councils to increase (and in many cases double) the number of conferees invited to a ceremony. It also shortens the time taken to run a ceremony and allows additional ceremonies to be run back-to-back. There is also no formal requirement for a photographer to be present at a ceremony and where no photographer is present conferees can choose to take their own photos at the conclusion of the ceremony.

Our team are able to generate a new PVL with additional conferees prior to a ceremony. It is recommended that at least four weeks' notice is provided prior to a ceremony date to allow sufficient time for additional conferees to be notified and certificates to be printed and dispatched.

In regards to providing assistance, our team are happy to attend to assist with registration particularly while the council is working to decrease on hand number and time taken for conferees to attend a ceremony. We simply ask that you provide us with sufficient advance notice.

Feel free to reach out if you have any other queries.

Thanks & regards,

Peter Gavrilis

Assistant Director | Citizenship Ceremonies NSW

Citizenship Program Delivery Branch | Citizenship and Multicultural Affairs Division
Immigration Group
Department of Home Affairs
P: (02) 8861 4557 | E: peter.gavrilis@homeaffairs.gov.au

OFFICIAL

OFFICIAL



NORTHERN BEACHES COUNCIL Citizenship ceremonies report

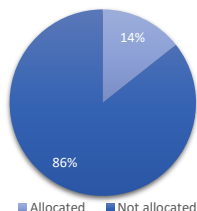
as at: 31 May 2023

Current

Number of approved applicants on hand for this council

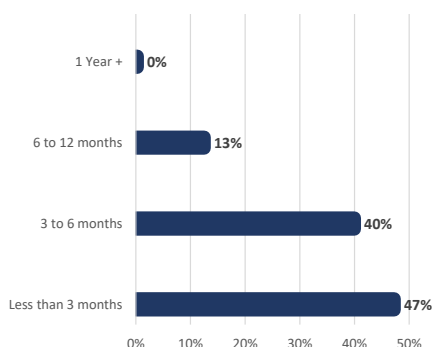
Number of approved applicants yet to attend a ceremony.

Total approved:	1191
Allocated to ceremony:	171
Not yet allocated:	1020



■ Allocated ■ Not allocated

The Department aims to invite clients to ceremony in a timely manner, generally within six months since approval.

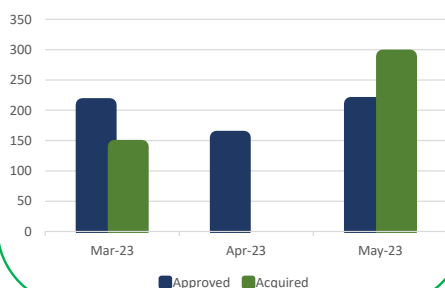


Historical

Number of approvals vs acquired

Last three months of application approvals vs number of acquisitions for this council.

Month	Approved	Acquired
Mar-23	209	140
Apr-23	155	0
May-23	211	289

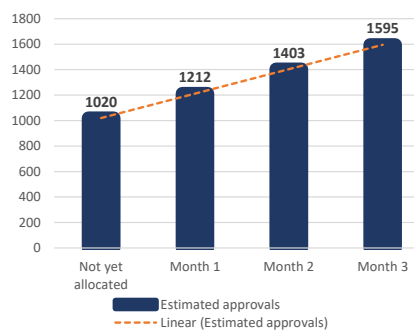


■ Approved ■ Acquired

Future

Estimated approvals

The table below depicts the scenario whereby:
- approvals for applications for this council continue at the current rate (per rolling three month average)
- assuming zero people were acquired in the period.



(indicative figures only - the actual number may be higher or lower)

Please note this information is provided for ceremonies scheduling purposes only and is not intended for further distribution.
Ceremonies that have taken place in the last few days of the month may not be reflected in these statistics as the Department updates our systems after receiving the signed pledge reports from councils which can take a few days.
The count of acquired is a total of online and in-person ceremonies conducted by the council. Any online or in-person ceremonies done by the Department for the council will not be counted.

OFFICIAL

Memo

Ordinary Council Meeting

Corporate & Legal

27 June 2023

To: Councillors
From: Executive Manager Governance & Risk
Date: 27 June 2023
Subject: Memo – Item No 9.2 – Voting delegates for Local Government NSW Annual Conference
Record Number: 2023/405612
Attachments: NIL

Dear Councillors

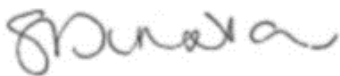
Please be advised that an election of board members for Local Government NSW will also occur as part of the Annual Conference on 14 November 2023.

It is recommended that councillors nominated as the Council's voting delegates, are also identified as the voting delegates for the board election.

Accordingly, the recommendation has been updated to include the below highlighted addition.

That Council:

1. Note it may nominate up to 10 voting delegates to attend the Local Government NSW Annual Conference to be held from Sunday 12 to Tuesday 14 November 2023.
2. Nominate councillors as voting delegates **for motions and the board election.**



Sarah Dunstan
Executive Manager Governance & Risk