Services Committee

AGENDA

DATE OF MEETING: 12 September 2017
LOCATION: Committee Rooms
TIME: 7.00pm

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<thead>
<tr>
<th>ITEM</th>
<th>SUBJECT</th>
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</thead>
<tbody>
<tr>
<td>-</td>
<td>APOLOGIES AND LEAVE OF ABSENCE</td>
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<td>CONFIRMATION OF MINUTES</td>
<td></td>
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</tbody>
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**SECTION A**

‘Matters referred to Council for its decision’

136: Acceptance of Environmental Grant
File Number: 17/01232........................................................................................................ 6

137: MPSRVSG1804 - Knight Park - Amenity Building Roof Renewal
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138: MPBAR1730 - Prairievale Leisure Centre - Replacement of Roof Cover and Skylight
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********** CONFIDENTIAL **********

'It is recommended that the Press and Public be excluded from the meeting in regard to the following item.'

143: RFT13-17 Provision of Legal Services

CONFIDENTIAL - It is recommended that the Council resolve into Closed Session with the press and public excluded to allow consideration of this item, as provided for under Section 10A(2)(d(ii)) of the Local Government Act, 1993, on the grounds that:

(i) commercial information of a confidential nature that would, if disclosed confer a commercial advantage on a competitor of the council.

and dealing with the matter in Open Session would be, on balance, contrary to the public interest.

File Number: 16/24275......................................................................................................... 27
CONFIDENTIAL - It is recommended that the Council resolve into Closed Session with the press and public excluded to allow consideration of this item, as provided for under Section 10A(2)(d(ii)) of the Local Government Act, 1993, on the grounds that:

(i) commercial information of a confidential nature that would, if disclosed confer a commercial advantage on a competitor of the council.

and dealing with the matter in Open Session would be, on balance, contrary to the public interest.

File Number: 15/12251

SECTION B

‘Matters submitted to the Committee for decision subject to the right of referral’

145: 2017 Local Government NSW (LGNSW) Annual Conference
File Number: 16/20494

146: Extended Opening of the Whitlam Library Pilot
File Number: 12/03512

147: Trial of Parking Compliance Technology
File Number: 10/01779

148: Social and Cultural Development Divisional Report
File Number: 12/05257

149: Library Services Divisional Report
File Number: 12/03512

150: Built Systems Divisional Report
File Number: 13/11520

151: Information Report - Independent Hearing and Assessment Panel
File Number: 13/05033

152: Information Report - Agreement for Greenway Plaza Parking Area
File Number: 10/01779

File Number: 17/09994

154: Information Report - RFT 06-18 Whitlam Library and Cabramatta Community Centre HVAC Upgrade
File Number: 17/09995

File Number: 17/09996
It is recommended that the Press and Public be excluded from the meeting in regard to the following item.

156: Joint Use Projects - Memorandum of Understanding with NSW Department of Education

CONFIDENTIAL - It is recommended that the Council resolve into Closed Session with the press and public excluded to allow consideration of this item, as provided for under Section 10A(2)(d(i)) of the Local Government Act, 1993, on the grounds that:

(i) commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

and dealing with the matter in Open Session would be, on balance, contrary to the public interest.

File Number: 16/15355............................................................................................................99
Services Committee

SECTION A

‘Matters referred to Council for its decision’
SUBJECT: Acceptance of Environmental Grant

FILE NUMBER: 17/01232

REPORT BY: Tim Johnson, Natural Resources Team Leader

RECOMMENDATION:

That the grant of eighty six thousand, seven hundred and fifty dollars ($86,750.00) offered by the NSW Environmental Trust under the Restoration and Rehabilitation Program be received into the 2017/18 Operational Plan and its expenditure for that purpose be voted.

SUPPORTING DOCUMENTS:

There are no supporting documents for this report.

CITY PLAN

This report is linked to Theme 3 Environmental Sustainability in the Fairfield City Plan.

SUMMARY

It is recommended that Council accept an Environmental Rehabilitation Grant for Green Valley Creek under the NSW Environmental Trust Restoration and Rehabilitation Program (with a total value of $86,750.00). The reach of Green Valley Creek that will be included in this project is from North Liverpool road to Humphries Road to the North. This project does not require any additional funding from Council, with ‘in kind’ funding accessed from the existing Creek Care Program budget.

The scope of work is as follows:
- Environmental education activities for the community
- bush regeneration activities completed by contractors
- The planting of approximately 37,000 native plants
- promotional activities including distribution of bush care brochures
- Design and installation of interpretative signage

The work will commence in September 2017 and finish on June 2020.
Tim Johnson  
Natural Resources Team Leader

Authorisation:  
Manager Waste Strategy and Sustainability 
Group Manager City Operations  

Services Committee - 12 September 2017

File Name: **CSC120917_23.DOC**  
****** END OF ITEM 136 ******
SUBJECT: MPSRVSG1804 - Knight Park - Amenity Building Roof Renewal

FILE NUMBER: 17/05098

REPORT BY: Alison Mortimer, Manager Asset Management

RECOMMENDATION:

That the grant of fifteen thousand and thirty four dollars ($15,034.00) offered by the NSW Office of Sport to Southern Districts Soccer Football Association (SDSFA) be received in addition to MPSRVSG1804 Knight Park 1 & 2 Amenity Building in the 2017-2018 Operational Plan and its expenditure for that purpose be voted.

SUPPORTING DOCUMENTS:

There are no supporting documents for this report.

CITY PLAN

This report is linked to Theme 2 Places and Infrastructure in the Fairfield City Plan.

SUMMARY

Fairfield City Council as part of the Building and Facilities Renewal Program in the 2017-2018 Operational Plan is replacing the old timber roof structure; rusted roof sheeting and failed timber doors at Knight Park 1 & 2 Amenity Building. Southern Districts Soccer Football Association (SDSFA) currently uses this site under Licence Agreement with Council and has secured a grant that proposes to contribute to the extension of the roof to create an awning at this site.

DISCUSSION

Council has allocated a budget of $150,000.00 to undertake renewal of the amenity building at Knight Park 1 & 2. The Licensee at this site; Southern Districts Soccer Football Association Inc. was awarded a grant of $15,034.00 under the NSW Office of Sport, Local Sport Grant Program for a project titled – Awning at Knight Park Field 1 Amenities Building.
The work being undertaken by Council has progressed to final design and includes the replacement of the roof of this building. The inclusion of the grant funding in this project budget contributes to the extension of the roofline to cover the existing concrete concourse at this site, effectively creating an awning in line with Council’s standards and specifications for Amenity Buildings.

It is proposed that Fairfield City Council accept the contribution by SDSFA into the project budget and that SDSFA acquit the grant as part of Council’s delivery of this renewal work.

CONCLUSION

This report recommends that the funding allocation of $15,034.00 obtained by SDSFA through the Local Sports Grant Program be voted into project MPSRVSG1804 of Council’s 2017-2018 Operational Plan.

Alison Mortimer  
Manager Asset Management

Authorisation:  
Group Manager City Resources & Chief Financial Officer

Services Committee - 12 September 2017

File Name: CSC120917_31.DOC  
***** END OF ITEM 137 *****
SUBJECT: MPBAR1730 - Prairievale Leisure Centre - Replacement of Roof Cover and Skylight

FILE NUMBER: 17/02635

REPORT BY: Alison Mortimer, Manager Asset Management

RECOMMENDATION:

That Council vote one million and seventy thousand dollars ($1,070,000.00) for this capital work from General Funds for the renewal of the Prairiewood Leisure Centre roof for expenditure against MPBAR1730 in Council’s 2017-2018 Operational Plan.

SUPPORTING DOCUMENTS:

There are no supporting documents for this report.

CITY PLAN

This report is linked to Theme 2 Places and Infrastructure in the Fairfield City Plan.

SUMMARY

Council as part of its Building and Facilities Renewal Program has identified a requirement to replace the roof including structural components at the Prairiewood Leisure Centre. A tender for the roof replacement for the 25m pool was awarded in May 2017.

Further work, Stage 1 renews the roof over the front entrance and change rooms and is included in the 2017-2018 Operational Plan with Stage 2 work completing the roof renewal, contained in the second year of Council’s Delivery Program.

This report identifies efficiencies identified in terms of procurement and site establishment enabled by bringing forward Stage 2 of this work to complete in the 2017-2018 Operational Plan.
DISCUSSION

Prairiewood Leisure Centre – Renewal works

Council in adopting its 2017/2018-2020/21 Delivery Program has allocated annual funding for its Building and Faculties’ Renewal Program. This program enables the upgrade of Council’s buildings and facilities that are not meeting the current service levels as identified in Councils Asset Management Plan. This works program includes the renewal of components of buildings which are in Condition 4 (Poor) or Condition 5 (Very Poor).

Councils Leisure Centres, specifically the pool halls, operate in environments considered aggressive to their structural components. For this reason there are a number of projects that address the renewal components of these buildings in Councils Delivery Program. At Prairiewood Leisure Centre this includes replacement of the 25m pool roof where the Tender will carry forward into the 2017-2018 Operational Plan and include Stage 1 roof replacement of the front entrance and change rooms. Stage 2 works to finalise all of the replacement of structures related to the roofing at this site are funded in the second year of the Delivery Program.

Pool Roof replacement

In May 2017 a tender was awarded for the replacement of the roof over the 25m pool at Prairiewood Leisure Centre which was constructed 24 years ago. This work is project MPBAR1730, which is currently the subject of a Carry Forward ($845,454.00) to enable the completion of this work as part of the 2017-2018 Operational Plan.
Stage 1 & Stage 2 roof replacement works

Project MPSRVCBU1809 in the 2017-2018 Operational Plan identifies the roof replacement over the wet change rooms and front entry (approximately 1,000m²). The Stage 2 of this work is included in the second year of the Delivery Program and includes the replacement of the roof over the gymnasium, aerobics room, plant room, office and crèche.

During the construction to replace the 25m pool roof, Project MPSRVCBU1809 which is Stage 1 of the re-roofing of the remaining centre, is also underway. It is proposed to bring forward Stage 2 for efficient completion of the total re-roofing project at the Prairiewood Leisure Centre realising cost benefits at this site.

The proposal by Council’s contractor undertaking these works has been reviewed by Council’s Procurement Division who advises that the completion of the Stage 2 work under the current Tender arrangement is authorised. As well as efficiencies of procurement and the minimising of disruption to Council’s customers the completion of the Stage 2 roofing works at this point in time will remove the requirement to re-establish the site for future construction.

The savings in terms of site establishment costs can be quantified at about $30,000.00 and it is anticipated that undertaking this work as one contract may reduce the project cost by at least 25%. This though is a conservative projection and may be impacted by site project contingencies that are at this point in time unforeseen (i.e. structural damage due to corrosion and/or solar panel heating blanket removal/reinstatement).

CONCLUSION

It is recommended that the $1,070,000.00 identified in the 2017/18-2020/21 Delivery Program to complete Stage 2 roof renewal at Prairiewood Leisure Centre (i.e. gymnasium, aerobics area, plant room, office and crèche) be bought forward into project MPBAR1730 to enable completion of the work realising cost efficiencies and minimising service disruption.

The completion of MPBAR1730 incorporating the Stage 2 works, along with project MPSRVCBU1809 for the replacement of the roof over the wet change-rooms and front entry in the 2017-2018 Operational Plan, will complete the replacement of the Prairiewood Leisure Centre roof. This work with improvements providing footways for maintenance access is anticipated to prolong the expected life of the new Leisure Centre roof.
Alison Mortimer
Manager Asset Management

Authorisation:
Group Manager City Resources & Chief Financial Officer

Services Committee - 12 September 2017

File Name: CSC120917_30.DOC

***** END OF ITEM 138 *****
SUBJECT: Request for Donation - Mayoral Scholarship Fund

FILE NUMBER: 15/00052

REPORT BY: Desma Ryan, Governance Co-ordinator

RECOMMENDATION:
That Council make a donation of one thousand dollars ($1,000.00) from the Mayoral Scholarship Fund to Les Powell School towards the purchase of equipment for 3 special needs students.

SUPPORTING DOCUMENTS:
There are no supporting documents for this report.

CITY PLAN
This report is linked to Theme 5 Good Governance and Leadership in the Fairfield City Plan.

SUMMARY
The Mayoral Scholarship Fund was established to provide financial support to enable disadvantaged people to pursue their academic, artistic and sporting endeavours or to support those with special needs to achieve their ambitions in order to realise a demonstrable commitment to the local community.

Les Powell School
Written application has been received on behalf of 3 special needs students that are in Year 12 at the Les Powell Public School and will be graduating on 17 November 2017. The funding is sought to purchase Samsung Galaxies, which will have Applications installed, and equipment, to assist the students to communicate and interact independently with carers and peers and allow greater transition into the community. The Applications and equipment will also provide mental stimulation for the students to further enhance their capabilities.
References provided in support of the Application verify that the Application meets the primary eligibility requirements of the Mayoral Scholarship Fund Policy, it is recommended that a donation of $1,000.00 would be appropriate.

Connection to FCC Local Government Area (LGA)

The students are part of the Les Powell Public School community, which is located in Mount Pritchard, within the Fairfield LGA.

DECLINED APPLICATIONS

The following application has been declined this financial period:

<table>
<thead>
<tr>
<th>Date</th>
<th>Applicant</th>
<th>Reason for Decline</th>
</tr>
</thead>
<tbody>
<tr>
<td>July 2017</td>
<td>Isabel Ruiz Davilia</td>
<td>Does not meet the eligibility criteria of the Scholarship Fund.</td>
</tr>
</tbody>
</table>

PAYMENT SUMMARY

The budget allocated to the Mayoral Scholarship Fund for the 2017/18 financial year is $25,000.00. The proposed payments to be considered from 1 July 2017 include:

<table>
<thead>
<tr>
<th>Recipient</th>
<th>Date of Council Resolution</th>
<th>Donations to be made 2017/18</th>
<th>Balance in Scheme 2017/18</th>
</tr>
</thead>
<tbody>
<tr>
<td>Starting balance as at 1 July 2017</td>
<td></td>
<td></td>
<td>$25,000.00</td>
</tr>
<tr>
<td>Les Powell School</td>
<td>26 September 2017</td>
<td>$1,000.00</td>
<td>$24,000.00</td>
</tr>
</tbody>
</table>

CERTIFICATES OF APPRECIATION

At the time of writing this report, no letters or Certificates of Appreciation had been received from recipients for Council’s donation towards their event or activity.

Desma Ryan
Governance Co-ordinator

Authorisation:
Manager Governance and Legal
Group Manager City Governance & Community

Services Committee - 12 September 2017

File Name: CSC120917_29.DOC
SUBJECT: Request for Donation - Mayoral Community Benefit Fund

FILE NUMBER: 15/20931

REPORT BY: Desma Ryan, Governance Co-ordinator

RECOMMENDATION:

That:

1. Council make a donation of seven hundred ($700.00) from the Mayoral Community Benefit Fund to the Rotary Club of Cabramatta Inc. towards the Police Officer of the Year Awards 2017.

2. Council make a donation of five hundred dollars ($500.00) from the Mayoral Community Benefit Fund to Our Lady of Victories Catholic Parish towards their restoration program.

SUPPORTING DOCUMENTS:

There are no supporting documents for this report.

CITY PLAN

This report is linked to Theme 5 Good Governance and Leadership in the Fairfield City Plan.

SUMMARY

The Rotary Club of Cabramatta Inc.

Written representation has been received from the Rotary Club of Cabramatta Inc. seeking sponsorship towards the Police Officer of the Year Awards 2017 to be held at Club Marconi on Monday, 4 November 2017.

Sponsorship will go towards the printing of 25,000 nomination forms, a 3 course meal at the presentation evening, continuous editorial and pamphlet in the local newspaper with all sponsors names and logos and Council will personally receive a framed Certificate of Appreciation to be presented at the Awards Presentation Evening.
The Rotary Club of Cabramatta Inc. is dedicated to recognising the work that Local Area Police Commands, perform.

Council has traditionally donated annually towards this event and the Mayor and Councillors are regular attendees of the presentation evening along with other local dignitaries.

This application meets the primary eligibility requirements of the Mayoral Community Benefit Fund (deserving or worthy causes that support the community of Fairfield). It is recommended that a donation of $700.00 would be appropriate.

**Connection to FCC Local Government Area (LGA)**

The Rotary Club of Cabramatta Inc. operates from the Cabramatta Bowling Club located in the Fairfield LGA.

**Our Lady of Victories Catholic Parish:**

Written representation has been received from Our Lady of Victories Catholic Parish seeking a donation towards general works to be done on the church premises.

Our Lady of Victories Church is approaching 25 years old, and with age comes the need to undertake some necessary maintenance. The works will be supported by parishioners. The funds will assist with costs associated with pew restoration.

This application meets the primary eligibility requirements of the Mayoral Community Benefit Fund (deserving or worthy causes that support the community of Fairfield). It is recommended that a donation of $500.00 would be appropriate.

**Connection to FCC Local Government Area (LGA)**

Our Lady of Victories Church is located at Horsley Park and is attended by many residents within the Fairfield LGA.

**Declined Applications**

There have been no applications declined this financial period.

**SECTION 356 GRANTS**

The proposed donations represent grants under Section 356 of the Local Government Act and as such must be made in accordance with a resolution of Council.

The budget allocated to the Mayoral Community Benefit Fund for the 2017/18 financial year is $26,975.00 and the following payments have been made since:
### Services Committee

#### Meeting Date
12 September 2017  
Item Number. 140

### Services Committee

#### Section A

<table>
<thead>
<tr>
<th>Recipient</th>
<th>Date of Council Resolution</th>
<th>Donations to be made 2017/18</th>
<th>Balance in Scheme 2017/18</th>
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</thead>
<tbody>
<tr>
<td>Starting balance as at 1 July 2017</td>
<td></td>
<td></td>
<td>$26,975.00</td>
</tr>
<tr>
<td>Empower Women</td>
<td>25 July 2017</td>
<td>$500.00</td>
<td>$26,475.00</td>
</tr>
<tr>
<td>Cancer Council NSW</td>
<td>25 July 2017</td>
<td>$500.00</td>
<td>$25,975.00</td>
</tr>
<tr>
<td>Our Lady of Mt Carmel Parish</td>
<td>22 August 2017</td>
<td>$500.00</td>
<td>$25,475.00</td>
</tr>
<tr>
<td>Malta Rugby League</td>
<td>22 August 2017</td>
<td>$500.00</td>
<td>$24,975.00</td>
</tr>
<tr>
<td>Rotary Club of Cabramatta Inc.</td>
<td>26 September 2017</td>
<td>$700.00</td>
<td>$24,275.00</td>
</tr>
<tr>
<td>Our Lady of Victories Catholic Parish</td>
<td>26 September 2017</td>
<td>$500.00</td>
<td>$23,775.00</td>
</tr>
</tbody>
</table>

**CERTIFICATES OF APPRECIATION**

At the time of writing this report, no letters or Certificates of Appreciation had been received from recipients for Council’s donation towards their event or activity.

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Desma Ryan  
**Governance Co-ordinator**

**Authorisation:**  
Manager Governance and Legal

Services Committee - 12 September 2017

File Name: **CSC120917_13.DOC**  
***** END OF ITEM 140 *****
SUBJECT: Request for Donation - Mayoral Donations Fund

FILE NUMBER: 16/0093

REPORT BY: Desma Ryan, Governance Co-ordinator

RECOMMENDATION:
That Council make a donation of five hundred dollars ($500.00) from the Mayoral Donations Fund to the Fowler Electorate ANZAC Committee towards their public speaking Competition.

SUPPORTING DOCUMENTS:
There are no supporting documents for this report.

CITY PLAN
This report is linked to Theme 5 Good Governance and Leadership in the Fairfield City Plan.

SUMMARY
Fowler Electorate ANZAC Committee:
Written representation has been received from the Fowler Electorate ANZAC Committee seeking financial support towards their 2017 Public Speaking Competition which involves schools within the Fowler Electorate.

The Fowler Electorate ANZAC Committee will be conducting a Public Speaking Competition for the 68 schools across the Fowler Electorate. This event will involve students from primary and secondary level in the government and non-government domains. The topic will be based on Australians experiences during World War 1 both abroad and on the home front.

This application meets the primary eligibility requirements of the Mayoral Donation Fund Policy as it assists individuals to achieve their potential and helps build communities. It is recommended that a donation of $500.00 would be appropriate.
Connection to Fairfield Local Government Area

The Fowler Electorate is based in the Fairfield Local Government Area (LGA) and a donation would contribute towards the event logistics and provide support for the event and community within the Fairfield LGA.

Declined Applications

The following application has been declined this financial period:

<table>
<thead>
<tr>
<th>Report Date</th>
<th>Applicant</th>
<th>Reason for Decline</th>
</tr>
</thead>
<tbody>
<tr>
<td>July 2017</td>
<td>Amista Latina Spanish School Inc.</td>
<td>Does not meet eligibility requirements as there would be no direct benefit to the wider Fairfield community.</td>
</tr>
<tr>
<td>July 2017</td>
<td>Cabramatta High School</td>
<td>Does not meet eligibility requirements as this is a government organisation.</td>
</tr>
<tr>
<td>July 2017</td>
<td>Rotary Club of Wetherill Park</td>
<td>Does not meet the requirements of the Mayoral Donation Fund as this would make it a recurrent donation. They received a donation in 2016 for the same event.</td>
</tr>
<tr>
<td>July 2017</td>
<td>Bonnyrigg Heights Public School</td>
<td>Does not meet the requirements of the Mayoral Donation Fund as there is not enough time from application to the event for processing.</td>
</tr>
<tr>
<td>July 2017</td>
<td>United Services Union</td>
<td>Does not meet the requirements of the Mayoral Donation Fund as this event will not directly benefit Fairfield LGA.</td>
</tr>
<tr>
<td>July 2017</td>
<td>Legacy</td>
<td>Does not meet the requirements of the Mayoral Donation Fund as they are based outside the LGA and have no specifically asked for financial assistance.</td>
</tr>
<tr>
<td>July 2017</td>
<td>Western Sydney University</td>
<td>Does not meet the requirements of the Mayoral Donation Fund as they are based outside the LGA.</td>
</tr>
<tr>
<td>August 2017</td>
<td>Australian Fiji International Football Association</td>
<td>Does not meet the requirements of the Mayoral Donation Fund as they are based outside the LGA.</td>
</tr>
<tr>
<td>August 2017</td>
<td>Jesmetha Baladevan</td>
<td>Does not meet the requirements of the Mayoral Donation Fund as there is no direct benefit for the LGA as well as they are based outside of the LGA.</td>
</tr>
</tbody>
</table>
SECTION 356 GRANTS

The proposed donations represent grants under Section 356 of the Local Government Act and as such must be made in accordance with a resolution of Council.

The budget allocated to the Mayoral Donations Fund for the 2017/18 financial year is $10,000.00 with the following payment to be made:

<table>
<thead>
<tr>
<th>Recipient</th>
<th>Date of Council Resolution</th>
<th>Donations to be made 2017/18</th>
<th>Balance in Scheme 2017/18</th>
</tr>
</thead>
<tbody>
<tr>
<td>Starting balance as at 1 July</td>
<td></td>
<td></td>
<td>$10,000.00</td>
</tr>
<tr>
<td>Cancer Council Relay for Life</td>
<td>25 July 2017</td>
<td>$500.00</td>
<td>$9,500.00</td>
</tr>
<tr>
<td>Fowler Electorate ANZAC Committee</td>
<td>26 September 2017</td>
<td>$500.00</td>
<td>$9,000.00</td>
</tr>
</tbody>
</table>

CERTIFICATES OF APPRECIATION

A Certificate of Appreciation has been received from the Rotary Club of Liverpool West for Council's donation towards their 15th Annual Children's Circus Extravaganza.

Desma Ryan
**Governance Co-ordinator**

**Authorisation:**
Manager Governance and Legal
Group Manager City Governance & Community

Services Committee - 12 September 2017

File Name: **CSC120917_19.DOC**
SUBJECT: 2017 Local Government NSW (LGNSW) Annual Conference - Motions

FILE NUMBER: 16/20494

REPORT BY: Desma Ryan, Governance Co-ordinator

RECOMMENDATION:
That Council endorse the motions as outlined in the report for submission to the LGNSW Annual Conference in December 2017 subject to further supporting information in the required format being presented to the Ordinary Council Meeting on 26 September 2017.

SUPPORTING DOCUMENTS:
There are no supporting documents for this report.

CITY PLAN
This report is linked to Theme 1 Community Wellbeing in the Fairfield City Plan.

SUMMARY
The 2017 Local Government NSW (LGNSW) Annual Conference is being held in Sydney from Monday 4 December to Wednesday 6 December 2017.

LGNSW is now calling for councils to submit motions for discussion at this Conference.

Motions
All Motions submitted must be adopted by Council before submission to LGNSW. The last day for submission of motions to LGNSW is close of business on Monday 9 October 2017. If Council wishes to submit motions, it is essential that these are adopted at the Council Meeting scheduled on 26 September 2017.

The LGNSW Board is working to ensure the motions debate centres on advancing the sector wide policy agenda in new ways. Proposed motions should be strategic, affect members state-wide and introduce new or emerging policy issues and actions.

The Board has resolved that motions will be included in the Conference Business Papers only where they:
1. Are consistent with the objects of the Association Rules;
2. Relate to Local Government in NSW and/or across Australia;
3. Concern or are likely to concern, Local Government as a sector;
4. Seek to advance the Local Government policy agenda of the Association and/or improve governance of the Association;
5. Have a lawful purpose (a motion does not have a lawful purpose if its implementation would require or encourage non-compliance with prevailing laws);
6. Are clearly worded and unambiguous in nature; and
7. Do not express preference for one or several members over one or several other members.

**Fairfield City Council Recommended Motions**

Council is proposing that the following motions be endorsed for submission to the LGNSW Annual Conference. The proposed motions are:

1. **Community Housing Providers (CHP)**

   Land owned by NSW Land and Housing is slowly being transitioned to Community Housing Providers (CHP’s) through government funding. Community Housing Providers are receiving exemptions from the Australian Taxation Office as Public Benevolent Institutions and seeking exemption from land rates.

   Section 556 of the Local Government Act 1993 (NSW) provides that:

   (1) The following land is exempt from all rates, other than water supply special rates and sewerage special rates:

   (h) land that belongs to a public benevolent institution or public charity and is used or occupied by the institution or public charity for the purposes of the institution or charity.

   The right to exemption pursuant to section 556 is not discretionary. If an applicant is eligible it is exempt by statutory right. Traditionally housing for low income earners has been supplied by the NSW Government through the Housing Commission now known as NSW Land and Housing.

   In 2007 the NSW Government released a five year plan “Planning for the future: New Directions for Community Housing in NSW”. This report recommended a framework to encourage private investment into the provision of “public housing” or affordable housing. In 2010 the Housing Act 2001 was amended to include provisions that enabled land owned by Housing NSW to be vested in CHP’s. The amended legislation also included provisions that transferred any liabilities or obligations of Housing NSW onto the vested entity.
CHP’s are establishing as incorporated not-for-profit entities and receiving Australian Taxation Office exemptions from taxes as Public Benevolent Institutions (PBI’s). Councils are receiving applications from CHP’s for exemption from land rates in accordance with the Local Government Act 1993 as a PBI.

**Recommendation:**
That the NSW Government review the rating processes of the Local Government Act with a view to making all property categorised as residential and occupied, rateable regardless of ownership.

2. **Exemption of Section 88 Waste Levy for asbestos contained materials to dispose of at the landfills**

Illegal dumping continues to increase significantly in terms of number of incidents and overall volume. A major contribution to this trend is the financial burden placed on the community for disposal. Costs for disposal have increased at a very high rate. In particular, costs for disposal of asbestos contained materials at qualified landfills sites are extremely high. Exemption of Section 88 levy as part of the cost of disposal of asbestos related materials would reduce the cost and be more of an incentive to dispose of material legally, thus reducing the number of illegal incidents. NSW Environmental Protection Authority published a research report on illegal dumping in 2015 which reported that cost avoidance is one of the main key drivers for businesses to dump illegally. Many respondents of the survey “thought that reducing the cost of legal waste disposal (particularly of asbestos) would help reduce illegal dumping” (EPA 2015).

**Recommendation:**
That NSW Government give exemption to disposal of asbestos contained materials at qualified landfill sites to help local government in dealing with increasing incidence of illegal dumping.

3. **Ban the use of single use plastic bags**

Single use plastic bags such as shopping bags create significant environmental issues including the harming of aquatic animals, in particular. The ACT, Northern Territory, South Australia and Tasmania Governments have introduced legislation to ban single use plastic shopping bags, while the Queensland Government plans to have its legislation commence on 1 July 2018. In addition, supermarket giant Coles and Woolworth will phase out single use plastic bags in their stores from July 2018.

**Recommendation:**
That the NSW Government introduces the legislation to ban the use of single use plastic bags.
4. Reintroducing the Waste and Sustainability Improvement Payment (WaSIP) Program

NSW Government has introduced the Waste Less Recycle More Initiatives which includes Better Waste and Recycling Fund (BWRF) for Local Government. The Waste Less Recycle More Initiatives are funded through the State Waste Levy (Section 88). The Better Waste and Recycling Fund has restricted activities to waste-related projects and programs. This is far more restrictive than the former Waste and Sustainability Improvement Payment (WaSIP) Program. The WaSIP Program has a broader range of activities that help Council to improve their environmental performance in general. Council used WaSIP funding to implement energy and water conservation projects, development of sustainable procurement plan, sustainable action plan, and climate change risk assessment. In contrast, the BWRF is used to fund waste-related projects such as recycling contamination management in multi-unit dwellings, asbestos collection event, and community education.

Recommendation:
That the NSW Government reintroduce the Waste and Sustainability Improvement Payment Program to help local government improve the effectiveness of its overall environmental programmes.

5. Youth Minister for NSW

Young people aged 12–25 are not currently represented in the NSW Parliament by a dedicated Minister for youth affairs. The last dedicated Youth Minister was Peter Primrose under the former Labor government. The portfolio was not continued when the current Government came into power in 2011. Since this time, youth affairs have been absorbed into the Ministerial portfolios of Citizenship and Family and Community Services and is currently with the Minister for Disability and Multiculturalism. Young people make up 18% of the NSW population and face numerous challenges. Young people are often the focus of many Government initiatives around education and employment, health and wellbeing, juvenile justice and counter terrorism, however there is no Minister dedicated to represent the specific needs of young people. The need for a dedicated Youth Minister has been raised at the Local Government and Youth Development Network – a collective of youth development officers from across NSW.

The current NSW Government framework for supporting young people includes the Advocate for Children and Young People (ACYP) an independent statutory office reporting to the NSW Parliament through the Parliamentary Joint Committee on Children and Young People. The Advocate replaced the previous NSW Commission for Children and Young People. The office is established under the Advocate for Children and Young People Act 2014. The ACYP is supported by a small team in the Department of Family and Community Services. Although the ACYP is a well-regarded and well-resourced body a dedicated Minister with the wellbeing and empowerment of young people at the forefront of their agenda is essential to address their specific needs.
Recommendation:
That the LGNSW calls on the NSW Government to appoint a dedicated Minister for Youth Affairs who will ensure the diverse needs of young people aged 12 – 25 in NSW are being considered and addressed.

CONCLUSION

Council Officers are currently finalising the wording for the proposed motions and supporting information including required formatting by LGNSW. The final motions will be presented in a Supplementary Services Chairman’s Report to the Ordinary Council Meeting on 26 September 2017.

Desma Ryan
Governance Co-ordinator

Authorisation:
Manager Governance and Legal
Group Manager City Governance & Community

Services Committee - 12 September 2017

File Name: CSC120917_25.DOC

***** END OF ITEM 142 *****
Services Committee

SECTION B

‘Matters submitted to the Committee for decision subject to the right of referral’
SUBJECT: 2017 Local Government NSW (LGNSW) Annual Conference

FILE NUMBER: 16/20494

REPORT BY: Desma Ryan, Governance Co-ordinator

RECOMMENDATION:

That:

1. Council appoint up to 7 voting delegates to attend the 2017 Local Government NSW Annual Conference with the City Manager and staff nominated by him, being held at Hyatt Regency Sydney from Monday 4 December to Wednesday 6 December 2017.

2. Council appoint any non-voting delegates it wishes to attend.

3. Any voting delegate that withdraws from the Conference be replaced with non-voting delegates, to be selected by the Mayor.

SUPPORTING DOCUMENTS:

AT-A LGNSW Annual Conference Draft Program 4 Pages

CITY PLAN

This report is linked to Theme 5 Good Governance and Leadership in the Fairfield City Plan.

SUMMARY

The LGNSW Conference is held annually with over 600 delegates from member councils, as well as representatives of county councils, Associate Members and the NSW Aboriginal Land Councils, meeting to discuss and set policies for the coming year. At the Conference, local councillors vote on policy decisions affecting local government.

Delegates will hear from a range of highly specialist key note speakers as well as have the opportunity to meet, network and engage with fellow Councillors.
Correspondence has been received from the Local Government NSW (LGNSW) advising the 2017 Local Government Annual Conference is being held at the Hyatt Regency Sydney from Monday 4 December to Wednesday 6 December 2017.

**Conference Program Outline**

Attached to this report is a copy of the Draft Program for your information.

**Delegates**

The number of voting delegates Council is entitled to register is determined by population. Previously Council has been entitled to register 7 voting delegates at the Conference. Council is awaiting confirmation from LGNSW to advise on the number of voting delegates Council is entitled to register at the 2017 Conference.

This year's Conference will involve 2 types of voting.

One roll for voting in the election for Office Bearers and the Board and another roll for voting on motions. Separate from the Conference registration, members will need to nominate the names of their voting delegates for voting on motions, and where applicable the names of their voting delegates for voting in the elections for Office Bearers and the Board by 1 November 2017.

**Registration**

Registrations are now open and early-bird registration is $899.00. This applies to all registrations with payment made by 23 October 2017.

Standard registration is $999.00 for all registrations from 24 October to 27 November 2017.

Voting delegates must be registered to vote on motions and also be registered to attend the conference.

**Cancellation**

If a nominated delegate is unable to attend, once registered, a substitute delegate is welcome to attend in their place at no additional charge.

Cancellations made by 5pm on Monday 27 November 2017 will be eligible for a full refund less a $110.00 administration fee per registration. Cancellations made after 5.00pm on Monday 27 November 2017 are not refundable.

**Accommodation**

Accommodation has been organised at the Hyatt Regency for those delegates attending the Conference Dinner.
Check In: Wednesday 6 December 2017
Check Out: Thursday 7 December 2017
Cost: $340.00 (per room per night)

Parking

While there is no parking onsite at the Conference venue or Hotel, paid parking is available within a few minutes walking distance at:

Wilson Parking – 168 Sussex Street (opposite Hyatt Regency)
Earlybird Mon – Fri = $30.00
(enter between 6.00am and 9.30am exit between 2.30pm and 7.00pm)

Darling Park Car Park – 201 Sussex Street Sydney
Secure Parking Piccadilly – 137 Castlereagh Street
Earlybird Mon – Fri = $36.00
(enter between 7.00am – 9.30am and exit between 3.30pm – 7.00pm).

Town Hall train station is a 10 to 15 minute walk from the venue.

Council’s Governance Co-ordinator will co-ordinate the registration, accommodation and travel requirements of Council’s delegates to the Conference.

Desma Ryan
Governance Co-ordinator

Authorisation:
Manager Governance and Legal
Group Manager City Governance & Community

Services Committee - 12 September 2017

File Name: CSC120917_22.DOC

***** END OF ITEM 145 *****
Local Government NSW Annual Conference 2017
Monday 4 – Wednesday 6 December 2017
Main conference venue is Hyatt Regency Sydney, 161 Sussex Street Sydney

This program is correct at the time of publication; speakers and program details may have changed due to unforeseen circumstances.

DRAFT PROGRAM (as of 11 August 2017)

<table>
<thead>
<tr>
<th>MONDAY 4 December</th>
<th></th>
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<tbody>
<tr>
<td>1.00pm – 4.00pm</td>
<td>Bump in sponsors to set up trade exhibition</td>
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<tr>
<td></td>
<td>Bump in voting booths into Wharf 4 and 5</td>
</tr>
<tr>
<td>2.00pm – 4.45pm</td>
<td>Registration opens in Foyer</td>
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<tr>
<td>3.00pm – 4.00pm</td>
<td>Two optional concurrent councillor training/information sessions.</td>
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<tr>
<td></td>
<td>Coming together post-amalgamation: lessons and next steps three case studies</td>
</tr>
<tr>
<td></td>
<td>Peter Tegart, Interim General Manager, Queanbeyan Palerang Regional Council</td>
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<tr>
<td></td>
<td>Ashley Hall, Administrator, Edward River Council</td>
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<tr>
<td></td>
<td>Gail Connolly, General Manager, Georges River Council (invited)</td>
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<tr>
<td></td>
<td>or</td>
</tr>
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<td></td>
<td>Elected life and good governance: building your capabilities. A session for new councillors</td>
</tr>
<tr>
<td>4.00pm – 5.00pm</td>
<td>Sessions repeated above</td>
</tr>
<tr>
<td>5.00pm – 7.00pm</td>
<td>President’s Opening Reception in Maritime Ballroom in the trade exhibition</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>TUESDAY 5 December – Business Session Day 1 / Grand Ballroom/Maritime Ballroom</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>7.30am – 5.00pm</td>
<td>Registration opens on main landing</td>
</tr>
<tr>
<td>8.00am – 9.00am</td>
<td>Voting for LGNSW Board President, Vice Presidents, Treasurer and Directors</td>
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<tr>
<td></td>
<td>(Voting for all positions at the one time) in Wharf 3, 4 and 5 (rooms)</td>
</tr>
<tr>
<td>8.15am – 9.00am</td>
<td>Distribution of voting materials and electronic handsets</td>
</tr>
<tr>
<td></td>
<td>Trade exhibition opens in Maritime Ballroom</td>
</tr>
<tr>
<td>9.15am – 9.45am</td>
<td>Address from The Hon Gladys Berejiklian MP, Premier of New South Wales</td>
</tr>
<tr>
<td></td>
<td>(invited)</td>
</tr>
<tr>
<td>9.45am – 11.00am</td>
<td>Address from Cr Keith Rhoades AFSM, President, LGNSW</td>
</tr>
<tr>
<td></td>
<td>Opening of the Federal Conference, chaired by Cr Keith Rhoades AFSM</td>
</tr>
<tr>
<td></td>
<td>including demonstration of voting units, adoption of standing orders, presentation of</td>
</tr>
<tr>
<td></td>
<td>the auditor’s report, general financial report and operating report to members.</td>
</tr>
<tr>
<td></td>
<td>Business session and consideration of motions.</td>
</tr>
<tr>
<td>Time</td>
<td>Event</td>
</tr>
<tr>
<td>--------------</td>
<td>----------------------------------------------------------------------</td>
</tr>
</tbody>
</table>
| 11.00am – 11.30am | Morning tea in trade exhibition area  
Voting for LGNSW Board President, Vice Presidents, Treasurer and Directors |
| 11.30am – 1.00pm  | Consideration of Conference business continued, chaired by the President |
| 1.00pm – 2.00pm  | Lunch in trade exhibition  
Voting for LGNSW Board President, Vice Presidents, Treasurer and Directors |
| 2.00pm – 3.30pm  | Consideration of Conference business continued, chaired by the President |
| 3.30pm – 4.00pm  | Afternoon tea in trade exhibition area  
Voting for LGNSW Board President, Vice Presidents, Treasurer and Directors |
| 4.00pm – 5.30pm  | Consideration of Conference business continued, chaired by the President  
Collection of all electronic handsets and motions voting cards  
Conference business session closes |
| 5.30pm – 6.30pm  | Voting for LGNSW Board President, Vice Presidents, Treasurer and Directors  
Voting closes |
| 6.00pm – 7.00pm  | Delegate networking function in trade exhibition area |
| 7.30pm          | Trade exhibition closes. Free night for delegates. |

**Wednesday 6 December– Business Session Day 2 / Grand Ballroom/Maritime Ballroom/Wharf rooms**

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>7.30am – 5.00pm</td>
<td>Registration opens</td>
</tr>
</tbody>
</table>
| 7.30am – 8.45am | **Australian Local Government Women’s Association (ALGWA NSW) Breakfast**  
Special Guest Speaker Rhoda Roberts, Head of First Nation Programming,  
Sydney Opera House, Festival Director Boomerang, will speak on Accessing and  
Creating Relationships with Your Local Community. |
| 8.00am – 5.30pm | Trade exhibition open in Maritime Ballroom |
| 9.00am – 9.05am | Introduction by Ellen Fanning, Master of Ceremonies |
| 9.05am – 9.20am | **Address from The Hon Gabrielle Upton MP**, Minister for Local Government  
Facilitated questions from the conference to the Minister |
| 9.20am – 9.35am | **Keynote: Dr Jonathan Carr-West**, Chief Executive, Local Government Information  
Unit UK presents on Transforming Local Government or the role of councils in  
economic development (invited) |
| 10.05am – 10.30am | Morning tea in trade exhibition area |
| 10.30am – 10.45am | Address from **The Hon Peter Primrose MLC**, Shadow Minister for Local  
Government |
<p>| 10.45am – 11.00am | Facilitated questions from the conference to the Shadow Minister |
| 11.00am – 11.15am | <strong>Keynote: Short Address from The Hon Melinda Pavey MP</strong>, Minister for Roads, |</p>
<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>11.15am – 11.30am</td>
<td><strong>Keynote:</strong> Short Address from <strong>Carolyn McNally</strong>, Secretary of the Department of Planning and Environment, on Housing Affordability and Partnerships with Councils.</td>
</tr>
<tr>
<td>11.30am – 11.40am</td>
<td><strong>MC to facilitate Q and A to both speakers</strong> (10 mins only)</td>
</tr>
<tr>
<td>11.40am – 12.10pm</td>
<td><strong>Address from Stuart Reeve</strong>, Managing Director, Micromex Research and Consulting on Community Perceptions of Local Government</td>
</tr>
<tr>
<td>12.10pm – 12.30pm</td>
<td><strong>Presentation of the AR Bluett Awards</strong> (20 mins)</td>
</tr>
<tr>
<td>12.30pm - 12.40pm</td>
<td><strong>Address from Cr Keith Rhoades AFSM</strong>, LGNSW President on Association Initiatives</td>
</tr>
<tr>
<td>12.40pm – 12.50pm</td>
<td><strong>Treasurer’s Report</strong></td>
</tr>
<tr>
<td>12.50pm – 1.40pm</td>
<td>Lunch in the trade exhibition area</td>
</tr>
<tr>
<td></td>
<td>General Managers Lunch sponsored by StateCover: a short update from StateCover, Local Government Super and LGP (30 mins)</td>
</tr>
<tr>
<td>1.40pm – 3.10pm</td>
<td><strong>MOVE TO CONCURRENT SESSIONS</strong></td>
</tr>
<tr>
<td><strong>Environment and Planning</strong></td>
<td>Stream facilitated by <strong>Stephen Beaman PSM</strong>, Executive Director Waste and Resource Recovery, Environment Protection Authority (EPA).</td>
</tr>
<tr>
<td>1.40pm – 1.45 intro</td>
<td>• <strong>Dr Bruce Christie</strong>, Deputy Director General, Biosecurity and Food Safety, Department of Primary Industries on The biosecurity framework and shared responsibilities</td>
</tr>
<tr>
<td>1.45pm – 2.05pm</td>
<td>• <strong>Stephen Beaman PSM</strong>, Executive Director Waste and Resource Recovery EPA on Introducing a Container Deposit Scheme</td>
</tr>
<tr>
<td>2.05pm – 2.10 intro</td>
<td>• <strong>Tom Celebrezze</strong>, Director Biodiversity Policy, Office of Environment and Heritage Biodiversity reforms and Local Government</td>
</tr>
<tr>
<td>2.10pm – 2.30pm</td>
<td>• <strong>Tom Celebrezze</strong>, Director Biodiversity Policy, Office of Environment and Heritage Biodiversity reforms and Local Government</td>
</tr>
<tr>
<td>2.30pm – 2.35 intro</td>
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<tr>
<td>2.35pm – 2.55pm</td>
<td>• <strong>Tom Celebrezze</strong>, Director Biodiversity Policy, Office of Environment and Heritage Biodiversity reforms and Local Government</td>
</tr>
<tr>
<td>2.55pm – 3.10pm Q and A</td>
<td>• <strong>Tom Celebrezze</strong>, Director Biodiversity Policy, Office of Environment and Heritage Biodiversity reforms and Local Government</td>
</tr>
<tr>
<td><strong>Infrastructure and Economics</strong></td>
<td>Stream facilitated by TBC</td>
</tr>
<tr>
<td>1.40pm – 1.45 intro</td>
<td>• <strong>Greg Dyer</strong>, General Manager City of Parramatta, Case study on the Redevelopment of Parramatta Square</td>
</tr>
<tr>
<td>1.45pm – 2.05pm</td>
<td>• <strong>Susie Matthews</strong>, Director Small Business Engagement, NSW Department of Industry on In Support of night-time economies</td>
</tr>
<tr>
<td>2.05pm – 2.10 intro</td>
<td>• <strong>Sean Gordon</strong>, Chief Executive Officer, Darkinjung Local Aboriginal Land Council on Building local economies and the economic development of aboriginal lands</td>
</tr>
<tr>
<td>2.10pm – 2.30pm</td>
<td>• <strong>Sean Gordon</strong>, Chief Executive Officer, Darkinjung Local Aboriginal Land Council on Building local economies and the economic development of aboriginal lands</td>
</tr>
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</tr>
<tr>
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</tr>
<tr>
<td>People and Communities</td>
<td>Stream facilitated by TBC</td>
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</tr>
<tr>
<td>1.40pm – 1.45 intro</td>
<td>• Jody Broun, Director NSW/ACT, Red Cross on Disaster Preparedness – council’s building resilience with their communities in times of natural disaster or accident</td>
</tr>
<tr>
<td>1.45pm – 2.05pm</td>
<td>• Wendy Waller, Mayor and Shabnam Bhana, Community Development Worker, Liverpool City Council, and Cr Greg Conkey, Mayor, Wagga Wagga City Council on Refugee Resettlement</td>
</tr>
<tr>
<td>2.05pm – 2.10 intro</td>
<td>• Mary Barry, Chief Executive Officer, Our Watch on the national framework for preventing violence against families and women,</td>
</tr>
<tr>
<td>2.10pm – 2.30pm</td>
<td>2.30pm – 2.35 intro</td>
</tr>
<tr>
<td>2.35pm – 2.55pm</td>
<td>2.55pm – 3.10pm Q and A</td>
</tr>
<tr>
<td>3.10pm – 3.20pm</td>
<td><strong>RETURN TO PLENARY SESSION AND CLOSE OF CONFERENCE</strong></td>
</tr>
<tr>
<td>3.20pm – 4.00pm</td>
<td><strong>Keynote: Annabel Crabb,</strong> Walkley Award winning journalist on ‘What the community wants and expects from government; what local government can learn from the international, national and state experience; and what it means for local government in the future’.</td>
</tr>
<tr>
<td>4.00pm – 4.30pm</td>
<td><strong>Afternoon tea and delegate networking function in trade exhibition area</strong></td>
</tr>
<tr>
<td>7.30pm – 11.00pm</td>
<td><strong>CONFERENCE DINNER, Grand Ballroom Hyatt Regency</strong> (in the conference room)</td>
</tr>
<tr>
<td>7.30pm</td>
<td><strong>Doors open</strong></td>
</tr>
<tr>
<td>7.45pm</td>
<td><strong>Delegates seated and entree served</strong></td>
</tr>
<tr>
<td>8.00pm</td>
<td><strong>LGNSW President introduces Elite Sponsor, StateCover Mutual Limited</strong></td>
</tr>
<tr>
<td>8.10pm</td>
<td><strong>LGNSW President and Elite Sponsor present the Outstanding Service Awards Presentation of the Heart Foundation Local Government Awards National Winner by CEO Kerry Doyle (invited)</strong></td>
</tr>
<tr>
<td>8.35pm</td>
<td><strong>Main course served</strong></td>
</tr>
<tr>
<td>9.35pm</td>
<td><strong>Entertainment and dancing</strong></td>
</tr>
<tr>
<td>11.00pm</td>
<td><strong>Function finishes</strong></td>
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</tbody>
</table>

**CLOSE OF CONFERENCE**

This program is correct at the time of publication. Speakers and program details may change due to unforeseen circumstances.
SUBJECT: Extended Opening of the Whitlam Library Pilot

FILE NUMBER: 12/03512

REPORT BY: Paul Scully, Manager Library Services

RECOMMENDATION:
That Council approve a pilot of the trial of extended opening of the Whitlam Library from 8.00pm to 10.00pm Monday to Friday from 3 October 2017 to 2 March 2018.

SUPPORTING DOCUMENTS:
There are no supporting documents for this report.

CITY PLAN
This report is linked to Theme 1 Community Wellbeing in the Fairfield City Plan.

SUMMARY
The Open Libraries Program continues to be implemented to better meet the needs of the community and library users.

In 2015 Council endorsed a 12 month trial of extended opening hours, however this has not been put to effect to this time. This is due to a combination of gaining development approval and addressing security concerns of the Cabramatta Local Area Police Command.

It is now intended to trial patronage during the upcoming HSC exam period and up until the end of 2017. This pilot is looking to extend opening hours at Whitlam Library from 8.00pm to 10.00pm, Monday to Friday, from 3 October 2017 to the last open day in December 2017. The pilot will monitor usage and any impacts arising from the extended hours of operation. A report back to Council after the trial will outline the results of the pilot and address extended opening hours moving forward.
BACKGROUND

At the Outcomes Committee Meeting of 12 May 2015, Council endorsed the “Fairfield City Open Libraries” Program including a 12 month trial of the Whitlam Library opening hours as follows:

Opening times to 10.00pm on Monday, Tuesday and Thursday, to 6.00pm on Saturday and to 4.00pm on Sunday.

CURRENT SITUATION

Modification of the planning approval for a 12 month trial of extended opening hours until 12 midnight at the Whitlam Library, was subsequently granted. Part of the approval is a Plan of Management with procedures for extended opening hours.

In addition, Police Officers from the Cabramatta Local Area Command raised concerns regarding an increase in anti-social behaviour in and around Whitlam Library. Discussions in this regard have been ongoing.

The Community Safety and Crime Prevention Officer convened a committee with representatives from Cabramatta Police and Whitlam Library staff to discuss the existing issues and concerns regarding extended opening hours. The group has jointly developed strategies to ensure the safety of customers attending the Library, including identification of young people carrying out anti-social behaviour and clear strategies on engaging or banning these young people.

The Committee also reviewed the CCTV coverage of the site and upgrades are in the process of being implemented as a result of this audit. Part of the arrangements during the trial period of extended trading hours at the Whitlam Library will be regular meetings to discuss any emerging issues during and after the trial period.

Police have reported a decrease in both anti-social behaviour and reporting of incidents at the Whitlam Library and surrounds since liaison meetings commenced. The success of the extended trading hours will be discussed by this group once the trial period has ended. Through this committee the Library has worked with the Police in addressing their concerns and the option of initially trialling opening until 10.00pm is seen as a desirable way to initially test the extended opening arrangements.

PLAN OF MANAGEMENT FOR EXTENDED HOURS

The following form the elements of the Plan of Management:

1. Extended opening from 8.00pm to 10.00pm Monday to Friday
2. Only Library members aged 16 years and above will be able to access the Library during the extended hours.
3. Non-members will not be permitted to use the Library during extended opening.
4. There will be 2 security officers in the Library at all times during extended opening, 1 providing a concierge service and the second floor-walking the Library.

5. Additional CCTV cameras both inside the and outside the Library are in the process of being installed.

6. A Library staff member will also remain on site until 9.00pm during the extended opening times trial period at the request of Cabramatta Police.

7. The front doors of the Library will remain closed and only be opened by the security officer once a member shows the security officer their Library Membership Card. On entry, Library members will be required to swipe their card on an access control device which will require them to enter their PIN. If the device displays a green light they will be permitted to enter the Library. If the device displays a red light they will be required to leave the Library. In this way, it will always be known who is in the Library during the extended opening times.

8. During extended opening Library members will only be able to use the 2 main rooms downstairs with the children’s section and the upstairs rooms all locked

9. The male toilets on the first floor and female toilets on the ground floor remain open for use.

SUMMARY

Given the level of interest expressed by customers in the Whitlam Library extending its opening times the recommendation of this report to trial an extended opening to 10.00pm on all weekdays will be welcomed by many of the Library’s customers.

Paul Scully  
Manager Library Services

Authorisation:  
Group Manager City Projects

Services Committee - 12 September 2017

File Name: CSC120917_21.DOC

***** END OF ITEM 146 *****
SUBJECT: Trial of Parking Compliance Technology

FILE NUMBER: 10/01779

REPORT BY: Ross Smith, Group Manager City Operations

RECOMMENDATION:

That Council endorse the trial of PinForce Licence Plate Recognition parking compliance technology.

SUPPORTING DOCUMENTS:

There are no supporting documents for this report.

CITY PLAN

This report is linked to Theme 1 Community Wellbeing in the Fairfield City Plan.

SUMMARY

Council’s 2017/18 Operational Plan includes Project IN18595 ($60,000.00 value) to review and introduce a trial of new parking sensor technology across the City to monitor parking enforcement.

Currently, Council’s Parking Compliance Team is responsible for checking parking compliance across all of the City’s on-street and car park time restricted zones. The team uses an old fashioned system of chalking parked vehicle tyres and returning to check parking compliance after the allowable parking zone time has expired. The chalking system has a number of deficiencies, notably:

- It is very time consuming to walk to parked vehicles, stop and chalk the time marks on the tyres for later compliance checking.
- The parking compliance chalk can be rubbed away after its application on a tyre, thereby rendering the compliance check void.
- There are Workplace Health and Safety risks which need to be managed. Furthermore, staff are exposed to possible verbal or physical abuse by drivers and passers-by who dislike parking compliance being monitored.
Parking Compliance/Technology Advances

In 2013, Council introduced electronic handheld devices which accurately record data for issuing specific infringements. All infringement data including images can then be electronically transferred to the NSW State Debt Recovery Office (recently renamed NSW Revenue). The software system that Council uses for the handheld devices is ‘PinForce Mobile’. This software is utilised by 90% of local councils in Australia.

PinForce also has other products which seamlessly integrate with the PinForce Mobile core software.

One of the products is PinForce Sentinel; this is a special sensor buried underground which precisely records vehicle arrivals and departures within a parking space. This sensor system provides comprehensive reporting on parking occupancy and also wirelessly alerts Council officers to any vehicles overstaying the time restriction in the parking space. A number of Councils are now using the PinForce Sentinel system including the City of Melbourne where 5,000 plus CBD parking spots have this system installed. Council may wish to consider the PinForce Sentinel system as part of its Smart City initiatives at a future time as it can be used to indicate available parking spaces as well.

A second more generalised integrated product is PinForce Licence Plate Recognition (LPR). This is a vehicle mounted, licence plate recognition system which electronically chalks each vehicle in a parking zone with a GPS linked photograph. During a second pass sometime after the parking zone time restriction has lapsed, Pinforce LPR alerts Council staff to possible instances of non-compliance to parking time restriction. PinForce LPR simply removes the need for Council staff to manually chalk tyres and thereby greatly increases the effectiveness of parking compliance.

Purpose of Trial

It is acknowledged that Parking Compliance may be seen as a controversial matter as revenue is raised when parking infringements are issued. However, Council’s 2016 community survey indicated that the business community was not satisfied with the control of illegal parking and that the matter required improvement.

In recent years, many hundreds of car park spaces have been constructed by Council across the City, mainly in the major CBD and shopping zones. This marked increase in the number of car parking spaces, has reduced Council’s ability to effectively monitor parking compliance, because staff use the time consuming manual chalking method.

Monitoring parking compliance has a number of key objectives:

a) minimising dangerous practices, such as double parking and parking in ‘No Stopping’ zones;
b) ensuring that on-street and designated car park parking spots are equitably shared within the community by regular turnover due to adherence to time restrictions;

c) less traffic congestion (particularly in CBD / shopping areas) as drivers gain greater access to parking as more parking spots become available.

The trialling of the PinForce LPR is recommended and should enhance Council’s capacity to better monitor parking compliance across the City.

Prior to the commencement of the trial, all parking zones and car parks involved will be sign posted that electronic monitoring is now in operation. Media Releases will also be developed. Furthermore, for the first week of the trial, Council will only issue cautions when non-compliance has been detected.

CONCLUSION

Many additional time-restricted parking zones and designated car park spaces have been recently constructed by Council which has reduced the capacity for effective monitoring of parking compliance across the City.

Trialling of the parking compliance technology is expected to establish:

- Marked increase in Council’s parking compliance capacity across the City
- Greater equitable sharing of on-street and designated car park parking spaces within the community
- Less incidence of dangerous car parking practices because more parking spaces will become available
- Enhanced Workplace Health and Safety for Council Parking Compliance staff
- Demonstrated seamless integration of the new parking compliance technology with the core PinForce Mobile parking software already in operation at Council

Council will be updated with further reports during the 2017/18 financial year on the progress of the trial and whether or not PinForce LPR proves beneficial under the operating environment within the City.

Ross Smith
Group Manager City Operations

Authorisation:
Director Corporate Governance

Services Committee - 12 September 2017

File Name: CSC120917_34.DOC

***** END OF ITEM 147 *****
SUBJECT: Social and Cultural Development Divisional Report

FILE NUMBER: 12/05257

REPORT BY: Susan Gibbeson, Manager Social Development; Tiffany Lee-Shoy, Manager Cultural Development

RECOMMENDATION:
That the report be received and noted.

SUPPORTING DOCUMENTS:
There are no supporting documents for this report.

CITY PLAN
This report is linked to Theme 1 Community Wellbeing in the Fairfield City Plan.

SUMMARY
This report provides an overview of the work undertaken by the Social and Cultural Development Division of Council. It provides information on community engagement, capacity building, memorandums of understanding with community organisations, advocacy and grants being sought and gained.

AGED AND DISABILITY
Disability Inclusion Action Plan (DIAP) Launch
Council’s Disability Inclusion Action Plan was launched on Monday 7 August 2017 at the Administration Centre by Mayor Carbone with The Minister for Disability, Hon. Ray Williams MP also speaking. A National Disability Insurance Scheme (NDIS) Expo was held concurrently and residents, carers and people with disability attended. The event hosted information stalls from 22 National Disability Insurance Scheme (NDIS) providers. Over 120 participants had the opportunity to get information about specific services, the NDIS system and support for carers. During the official proceedings, there was an emphasis from the Minister and the Mayor that the DIAP is the responsibility of the whole organisation to ensure that attitudes, services, infrastructure and employment are accessible for people of all abilities.
The interview with one of Fairfield City Council’s employees, Fred Zhao, showcased the support provided by Council to ensure a work environment where Fred could conduct all duties. This demonstrates Council’s commitment to one of the DIAP’s Key Focus Areas: supporting access to meaningful employment. The interview highlighted the personal story of how blindness impacted Fred’s life and the courage he displayed to make his passion for fitness and working in a gym come true. The audience erupted with applause when people saw the commitment and level of cooperation between Council’s Leisure Centre staff and Fred to realise his dream. Attendees commented that the event exceeded their expectations and were moved by Fred’s story.

Train the Trainer Peer support for NDIS transition

The aim of the training was to build the skills of carers experienced with the NDIS system and proficient in English to enable them to support other carers of similar background and languages. Volunteers to this program will become an NDIS ‘buddy’ to fellow carers who are starting out with NDIS.

Twenty-three people completed the two day NDIS Train the Trainer workshops and have become qualified NDIS buddies. The group had a mix of disability workers and carers of people with disability with diverse cultural backgrounds and proficient command of the English language. Half of these carers have already gone through the NDIS assessment and planning process.
Verbal feedback received from the volunteers was overwhelmingly positive and found the session informative, useful, thorough, lively and engaging. The participants suggested that training could also be provided for teachers who are working directly with students with disability. They also suggested a range of further information and training on self-management of NDIS funds and how to utilise the funds to benefit care recipients; advocacy training and empowering the carers to be better advocates; record-keeping, administration and book-keeping training; the changing role of the carer within the ‘recovery’ model including ‘letting go’ and raising expectations and learning from other carers about what has worked for them and what they did to overcome barriers.

YOUTH

NSW Youth Week Award

Fairfield City Council received an NSW Youth Week Award for Best Ongoing Commitment to Youth Week Programs at the Local Government Week Awards on Thursday 3 August 2017. Youth representatives and staff accepted the award on behalf of Fairfield City Council. Fairfield Youth Week Program took place between 7 and 20 April 2017, incorporating 11 local activities including the Bring it On! Festival.

Fairfield Youth and Community Centre

The Fairfield Youth and Community Centre (FYCC) continues to be a popular destination for young people to engage in after school activities. Between 17 July and 17 August 2017 the Youth Hours service hosted by Community First Step (CFS) attracted 1,107 attendees. 43 of these attendees were accessing the FYCC for the first time during this period.

New Creations Program

The New Creations program enabled a creative arts program to be available during Youth Hours at the Fairfield Youth and Community Centre (FYCC). This was designed to complement the wide range of sporting options available and therefore meet the needs of the young people attending. Community First Step (CFS) developed a creative space for young people to explore creative arts such as guitar lessons, choir and drama classes between March and June 2017. Two hundred and fifty three young people accessed the program that included 14 drama sessions and 15 choir sessions. Guitar classes have continued on weekly basis since the program completed. This program has demonstrated the effectiveness of creative arts projects at the FYCC and CFS is considering funding options for further programs.
Voice of the Southwest

The *Voice of the Southwest* event was held at FYCC on Tuesday 25 July 2017. The event was a consultation hosted by Australia’s Youth Ambassador to the United Nations, Paige Burton. Paige has been consulting with young people from across Australia in preparation for the presentation to the United Nations in New York during September 2017. Fairfield City Council organised the local consultation as a youth mentoring and leadership initiative to ensure that young people from our area can contribute and have their voice included. Forty young people attended the session.

![Permission granted to publish these photographs](image)

Youth Leadership

Cabramatta High School were presented with artwork produced by students at Council’s Youth Leadership Day on 29 June 2017. The artwork is a replica of Picasso’s masterpiece, *Girl Before A Mirror* (1932) and was painted as part of an exercise to develop leadership skills during the Youth Leadership Day.

The Youth Leadership Day received overwhelming positive feedback from the students and 6 schools and validated the importance of Council connecting with the City’s young people to encourage personal and career growth. Funded and organised as part of Council’s Youth Mentoring Program, this program focussed on students who are not currently formal leaders. The activities aimed to bring out their leadership skills, learn the value of teamwork and foster the notion that everyone can show leadership.

YOUTH ACHIEVEMENT

Former YAC member Rowena Tran recently attended the 8th University Scholars Leadership Symposium (USLS) in Thailand. The USLS is a leadership development program event held annually in a developing nation in the Asia-Pacific region. This year, it was held at the United Nations Conference Centre in Bangkok. The theme of this year’s Symposium was “Building Life, Giving Hope.” The event was organised by Humanitarian Affairs Asia, in collaboration with the United Nations Development Programme. Rowena acknowledges that Fairfield City Council programs provided her with opportunities to develop skills and leadership ability and this has been an important part of her journey to becoming a young leader.
HEALTH

Gyms in Parks

The aim of the Gyms in Parks program is to encourage residents to increase their level of physical activity, build social connections and utilise the fitness equipment installed by Council at various parks. This activity seeks to improve the health outcomes of participants and build community cohesiveness.

The Term 3 program commenced at at Bosnjak Park, Edensor Park, on Tuesday 1 September until Thursday 7 September. There are currently 12 registered participants which is lower than usual but reflected on annual trends due to colder temperatures in winter.

COMMUNITY SAFETY & CRIME PREVENTION

Operation Bounce Back 2017

The National Motor Vehicle Theft Reduction Council has funded Council to deliver the Operation Bounce Back (OBB) Project in the Fairfield Local Government Area. The project is a partnership project between Fairfield City Council and Fairfield and Cabramatta Police Local Area Commands. As part of the project, two launches were held. The Fairfield OBB launch held on the 17 August 2017 at the Thomas Ware Plaza Fairfield was a joint venture with the Fairfield Police. It was held simultaneously with Coffee with a Cop and attracted over 350 people. The Cabramatta OBB launch, delivered in partnership with Cabramatta Police was held on the 24 August 2017 at Freedom Plaza Cabramatta and attracted over 400 people.
The aim of this project is to raise awareness of motor vehicle theft and stealing from motor vehicles, the latter being of most concern to Police. The OBB project team and partners worked closely with Council’s Communications and Marketing business partner to deliver a comprehensive cinema campaign, social media campaign and a series of cartoons to promote residents taking care of their keys and valuables. The project will end on the 31 August 2017 and an evaluation of the cinema, social media and public launches will be conducted.

FAIRFIELD MUSEUM AND GALLERY

Spin a Yarn

A new creative program for senior women held on Saturdays drew 14 participants from the local area. The aim of the program is to engage women who share a love of craft and whose skills the Museum and Gallery can develop and use in our outreach and other programs. Currently the women are knitting sculptural objects to adorn the museum and gallery at our Pop! Program and for the Village Vintage Markets day on the 10 September 2017. The success of this project has resulted in the initial 6 week program being extended to the end of 2017.

Iraqi Youth Forum – Dare 2 Choose

An Iraqi youth forum, Dare 2 Choose was held on the 19 August 2017 at the Museum and Gallery. Developed in partnership with Information Cultural Exchange, the seminar discussed the parental pressure to achieve academically. The project was developed and delivered by Iraqi-Australian youths living in Fairfield City. The format was an open discussion followed by questions from the audience. The event was attended by 94 people and was the fourth and last event held in conjunction with our Shanasheel exhibition.
Merge – Faces of Fairfield

Artists Karen Lee and Michelle Chanique concluded a number of photographic sessions which took place in Fairfield Crescent Plaza, Lost in Books and local businesses for the *Merge - Faces of Fairfield* project. The result was over 100 photographic portraits of our community that will be considered for future screenings across the LGA.

Word Travels – Poetry Slam

In conjunction with Cabramatta Library, Fairfield City Museum and Gallery will be developing a new initiative with the poetry and performance organisation, *Word Travels*. The proposal, which is currently in the developmental phase, is to deliver a poetry slam competition for local young people through local high schools.

*Word Travels* will also hold a poetry slam event for people from language backgrounds other than English. This project aims to engage people who want to perform their original spoken creations in their native tongue to a wider audience. The performances will be translated into a number of languages for audience accessibility.

Artist in Resident – Loribelle Spirovski

Loribelle Spiroski, the current artist in residence at the Fairfield Museum and Gallery, is a finalist in the 2017 Archibald Prize at the Art Gallery of New South Wales. Loribelle grew up in Cabramatta, attending Cabramatta High School and is of Polish and Filipino parents. Her exhibition opens on the 23 September 2017.

The 2017/2018 artist in residence is currently being selected. Submissions from applicants have been reviewed by a panel which included Inaugural Artist in Residence Kath Fries, Curator, Museum Coordinator and Assistant Curator and an official announcement will be made in September.
MULTICULTURAL

CulturalShift Conference

Advocacy for local government to be included in planning settlement of humanitarian entrants was made at the CulturalShift Conference, held on 10 and 11 August 2017. Settlement Services International (SSI) hosted the conference that focused on the settlement of newly arrived migrants, in particular refugees and humanitarian entrants. The conference brought together service providers, government agencies, practitioners, policy makers and academics.

Staff advocated the position that LGAs such as Fairfield should be resourced to build extra infrastructure needed to make the settlement of newly arrived humanitarian entrants easier and more successful for the new arrivals and for the host community. The importance of infrastructure planning and investment in achieving successful settlement for migrants and their host communities was stressed. Participation in the CulturalShift Conference was necessary to articulate the significant role Fairfield City Council plays in settlement and to explain to the audience the pressure on existing infrastructure such as community centres, schools, hospitals, and housing.

UNHCR Visit to Fairfield City Council

Representatives from the United Nations High Commissioner for Refugees (UNHCR) visited Fairfield City Council and Fairfield City to find out how recently arrived Syrians and Iraqi humanitarian entrants were settling. The UNHCR representatives who visited Fairfield on Wednesday 9 August 2017 were the UNHCR Representative for Australia and Oceania, UNHCR Representative in Lebanon, a UNHCR staff from UNHCR Office in Oman and a UNHCR staff from UNHCR office Canberra.

The UNHCR representatives considered that Fairfield City is a model settlement city and the efforts of the Fairfield City Council to assist refugee settle successfully are exemplary. They reported that UNHCR is currently developing a global Comprehensive Refugee Response Framework (CRRF) focusing on how local communities and authorities could support refugees to settle successfully. CRRF development is based on identifying best practice case studies that will be presented in next year’s UNHCR/NGO Annual Consultations. These best practice case studies will form part of a final report that the UNHCR will table at the United Nations for adoption as Global Compact on Refugees (GCR).

The Fairfield City Settlement Action Plan (FCSAP), the first any local government in Australia has developed, was presented to the representatives. It was suggested that Fairfield City Council consider presenting the FCSAP as best practice response to the 2018 UNHCR/NGO Annual consultations.
Jobactive Report

Fairfield Multicultural Interagency (FMI) commissioned a report that explored the experiences of humanitarian entrants with Jobactive services in the Fairfield area. The report, written by the Refugee Council of Australia on behalf of FMI, compiled over 100 case studies. The report identified gaps in the provision of Jobactive services to humanitarian entrants settling in Fairfield and made recommendations suggesting ways to improve employment services for humanitarian entrants. Fairfield City Council provided financial support for this project.

The FMI Jobactive report led to extensive media coverage prior to release. This was the result of the Commonwealth Department of Social Services, which is responsible for funding settlement services, issuing a media release. The Commonwealth Department of Employment, which is responsible for funding Jobactive services, is keen to work with FMI to address some of the concerns raised in the report.

RECYCLING BIKE PROJECT

The volunteers at the Western Sydney Cycling Network Inc. (WSCN) received 31 used bicycles, recycled 16 bicycles and loaned 13 bicycles out to the community. Volunteers contributed 135 hours of time supporting residents and recycling used bikes. WSCN coordinated 18 community rides for 275 people.

There has been an increase in the number of female riders on WSCN Thursday rides. Early in August, the volunteers organised a bike clearance on a Saturday which was very successful, also providing Nalawala and the bike shed exposure to people attending the Fairfield Showground Markets.

CAPACITY BUILDING AND COMMUNITY IMPACT

2017 ClubGRANTS

Fairfield City Council is the administrator of the Fairfield ClubGRANTS Local Committee. The Committee is comprised of 11 registered clubs, who are eligible to participate in the tax rebate scheme that enables the provision of funds to community organisations, representatives from the NSW Council of Social Services (NCOSS) and NSW Family and Community Services. The Committee determines priorities and ranks applications for funding. Funding decisions are made by individual clubs.

Of the 276 applications received, a total of 117 projects were successful in securing $1.8 million in ClubGRANTS funding. Forty five (45) projects received amounts between $10,000 and $60,000. The ClubGRANTS presentation was held on 10 August 2017 at Cabra-Vale Diggers Club.
Council is intending to review the processes currently used to prioritise and determine funding in the ClubGRANTS program. This is in response to requests by representatives of NCOSS and local clubs. This review will analyse the programs and priorities that have been funded over the past 5 years and will also look at how other ClubGRANTS programs operate.

ABORIGINAL

NAIDOC Day of celebration at Westfield Sports High School.

Council supported NAIDOC Day of Celebration at Westfield Sports High School at the end of last term. Students were treated to a singer, songwriter/performance by Marcus Corowa. Throughout the performance he spoke about NAIDOC Day and its significance. The students enjoyed his performance and were keen to learn more about NAIDOC. The day ended with Marcus and the students visiting the Reconciliation Garden in the grounds of the school.

The final NAIDOC celebration occurred at World of Learning Pre-school Fairfield Heights. An Elder from the Aboriginal Advisory Committee visited the centre and explained the different Aboriginal artefacts to pre-school children.

DRUGS AND ALCOHOL

Liquor Licence Applications

There are 4 categories of liquor licence applications. NSW Liquor and Gaming is the consent authority, however, approval can only be given if development consent for the use of the premises does not prohibit the service, supply or consumption of alcohol. NSW Liquor and Gaming recommends that all Councils develop policies in relation to alcohol. To date, Fairfield City Council has adopted the Sale and/or Supply of Alcohol in Council Owned Parks and Sportsfields Policy. In September 2017, one application appeared on the noticeboard of Liquor and Gaming NSW.

<table>
<thead>
<tr>
<th>Date Posted</th>
<th>Application Type</th>
<th>Licence Name</th>
<th>Address</th>
<th>Proposed Action by Council</th>
<th>Status</th>
</tr>
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</table>
## Social and Cultural Development Indicators

### Partnerships, Planning and Implementation

<table>
<thead>
<tr>
<th>Measure</th>
<th>Outcome</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of advisory committee meetings</td>
<td>Fairfield Youth Advisory; Multicultural Advisory; Mayor’s Crime Prevention Reference Group; N=3</td>
</tr>
<tr>
<td>Number of network meetings conducted</td>
<td>Fairfield Domestic Violence Committee; Community Drug Action Team; Fairfield Youth Workers Network; Fairfield Seniors Network; Seniors Services Interagency; South West Sydney Ageing and Disability Network; Fairfield Multicultural Interagency; Child and Family Services Interagencies; 3; Fairfield Liverpool Mental Health Network; N= 11</td>
</tr>
<tr>
<td>Number of strategies in implementation</td>
<td>Strategy for Young People in Fairfield City: 3; Dyalgala – ATSI Reconciliation Action Plan; Fairfield City Settlement Action Plan; “Reducing the Harm from Drugs” Drug Action Plan; Community Safety and Crime Prevention Plan: 3; Fairfield Strategy on Ageing; Disability Inclusion Action Plan. N = 10</td>
</tr>
</tbody>
</table>

### Professional development, training and events

<table>
<thead>
<tr>
<th>Measure</th>
<th>Outcome</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of professional development and training opportunities for Community organisations</td>
<td>Train the Trainer Peer support for NDIS transition; Information sessions for A &amp; D workers on Carers Issues at SWSS AD Forum (2). N=3</td>
</tr>
<tr>
<td>Number of parent education sessions</td>
<td>Guiding your child's behaviour 0 - 6 years: 2. N = 2</td>
</tr>
<tr>
<td>Number of cultural and community events and activities delivered and supported by Council</td>
<td>NAIIDOC Week Celebrations at Westfield Sports High School; NAIIDOC Day of celebration at World of Learning Pre-school Fairfield Heights; ClubGRANTs Cheque presentation Ceremony; Launch of FMI JobActive report; DIAP launch and NDIS Expo. N = 6</td>
</tr>
<tr>
<td>Capacity building programs or opportunities delivered</td>
<td>N = 0</td>
</tr>
<tr>
<td>Art &amp; Cultural workshops &amp; programs</td>
<td>N = 11</td>
</tr>
</tbody>
</table>

### Aged and Disability Services

<table>
<thead>
<tr>
<th>Measure</th>
<th>Outcome</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of disability access improvements</td>
<td>Scheduled for Quarter 3</td>
</tr>
<tr>
<td>Senior programs and events delivered</td>
<td>N=0</td>
</tr>
</tbody>
</table>

### Youth Services

<table>
<thead>
<tr>
<th>Measure</th>
<th>Outcome</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of Youth skills workshops</td>
<td>N = 0</td>
</tr>
<tr>
<td>Number of hours of youth services delivered</td>
<td>N = 51</td>
</tr>
</tbody>
</table>

### Health

<table>
<thead>
<tr>
<th>Measure</th>
<th>Outcome</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bike Project activities</td>
<td>Bikes Received: 31; Bikes Recycled: 16; Bikes Loaned: 13; Rides: 18; People participating in rides: 275; Volunteer hours: 135</td>
</tr>
<tr>
<td>Free health programs and activities provided</td>
<td>Gyms in Parks held at Bosnjak Reserve (7 Aug- 9 Sept) N = 1</td>
</tr>
</tbody>
</table>
Fairfield City Museum & Gallery

<table>
<thead>
<tr>
<th>Measure</th>
<th>Outcome</th>
</tr>
</thead>
<tbody>
<tr>
<td>Visitors to Museum</td>
<td>2019 visitors as of 20/08/2017: Approximate estimate for the month: 2500</td>
</tr>
<tr>
<td>Exhibitions held</td>
<td>Shanasheel, Cabracadabra: new work by Anney Bounpraseuth; Ngarunga Gurubadu: Stories of River and Water. N = 4</td>
</tr>
</tbody>
</table>

Advocacy and Expert Advice

<table>
<thead>
<tr>
<th>Measure</th>
<th>Outcome</th>
</tr>
</thead>
<tbody>
<tr>
<td>Response to government plans, reports, papers and policy changes</td>
<td>N = 0</td>
</tr>
<tr>
<td>Advocate to support community issues</td>
<td>Minister for counter terrorism; CulturalShift Conference N = 2</td>
</tr>
</tbody>
</table>

Funding Support

<table>
<thead>
<tr>
<th>Measure</th>
<th>Outcome</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of Memorandum of Understanding developed</td>
<td>N = 0</td>
</tr>
</tbody>
</table>

Incoming Funds: | Outgoing Funds:

<table>
<thead>
<tr>
<th>Amount</th>
<th>Source</th>
<th>Amount</th>
<th>Recipient</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nil</td>
<td></td>
<td>Nil</td>
<td></td>
</tr>
</tbody>
</table>
SUBJECT: Library Services Divisional Report

FILE NUMBER: 12/03512

REPORT BY: Paul Scully, Manager Library Services

RECOMMENDATION:
That the report be received and noted.

SUPPORTING DOCUMENTS:
There are no supporting documents for this report.

CITY PLAN
This report is linked to Theme 1 Community Wellbeing in the Fairfield City Plan.

SUMMARY
Visits

Visits to the Library in 2016-17 increased significantly over those of the previous year. In fact since the launch of the Open Libraries program, visits to the Library during the 3-year period between 2013/14 to 2016/17 have increased by an impressive 25%.
The Whitlam Library has seen the largest increase in visits, increasing by over 47% over the same 3 year period. This is largely due to the focus on providing more spaces for onsite activities, like study spaces and areas in which to provide programs.

Launch of Refurbished Whitlam Library and Cafe

On 2 August 2017 the Mayor launched the refurbished Whitlam Library and new Café. The refurbishment project benefited from a grant of $200,000.00 provided by the Library Council of New South Wales. Cameron Morley, Acting Executive Director, State Library of NSW congratulated the Council on improvements that the refurbishment is now providing to the Library’s customers.
A feature of the refurbishment is the Alcove located in the foyer of the Library. The Alcove provides opportunities for musicians to perform at the entrance to the Whitlam Library and at the same time entertain customers enjoying a coffee at the Library’s café.

Permission granted to publish this photograph

Live Web Chat

The Library has implemented Live Web Chat to better assist customers using the Library’s website. If this proves to be an effective service consideration will be given to providing it through Council’s website as part of the services provided by Customer Service.

Library Programs

This spring and summer the Library will be hosting fun, educational and entertaining programs for all ages. Children will enjoy Lego robotics, magic shows, author and illustrator talks and the annual Mayor’s Summer Holiday Program which encourages children 0-12 years to read over the school holidays. The Whitlam Library’s new performance lounge the Alcove will continue to host local acoustic artists and musicians. This is backed up by song writing and guitar lessons at Whitlam and Bonnyrigg libraries. The Library’s ICT courses will include creating a digital memory box, shopping online, podcasting basics, social media and computer classes for beginners.
Paul Scully
Manager Library Services

Authorisation:
Group Manager City Projects

Services Committee - 12 September 2017

File Name: CSC120917_20.DOC

***** END OF ITEM 149 *****
SUBJECT: Built Systems Divisional Report

FILE NUMBER: 13/11520

REPORT BY: Roshan Aryal, Manager Built Systems

RECOMMENDATION:
That the report be received and noted.

SUPPORTING DOCUMENTS:
There are no supporting documents for this report.

CITY PLAN
This report is linked to Theme 2 Places and Infrastructure in the Fairfield City Plan.

SUMMARY
The Built Systems Division is responsible for undertaking work in the areas of Design, Traffic, Transport and Road Safety, Landscape Design and Survey and Spatial Data. This report includes highlights of a major project that has been undertaken by the Division in the first quarter of this financial year.

An overview of the various projects that the Built Systems Division implemented in the 2016/17 financial year is provided below:

<table>
<thead>
<tr>
<th>Civil, Urban and Landscape Design</th>
<th>Q1</th>
<th>Q2</th>
<th>Q3</th>
<th>Q4</th>
<th>Annual</th>
</tr>
</thead>
<tbody>
<tr>
<td>Percentage projects completed within 20 working days</td>
<td>80</td>
<td>83</td>
<td>68</td>
<td>61</td>
<td>80</td>
</tr>
<tr>
<td>Number of active projects in period</td>
<td>57</td>
<td>49</td>
<td>33</td>
<td>34</td>
<td>70</td>
</tr>
<tr>
<td>Number of designs completed and issued for construction</td>
<td>46</td>
<td>33</td>
<td>7</td>
<td>22</td>
<td>61</td>
</tr>
<tr>
<td>Projects completed</td>
<td>18</td>
<td>19</td>
<td>28</td>
<td>18</td>
<td>64</td>
</tr>
</tbody>
</table>
Traffic, Transport and Road Safety

<table>
<thead>
<tr>
<th></th>
<th>Q1</th>
<th>Q2</th>
<th>Q3</th>
<th>Q4</th>
<th>Annual</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of signs and lines maintenance/changes undertaken</td>
<td>99</td>
<td>57</td>
<td>63</td>
<td>83</td>
<td>302</td>
</tr>
<tr>
<td>Number of traffic enquiries/complaints investigated</td>
<td>74</td>
<td>98</td>
<td>115</td>
<td>214</td>
<td>501</td>
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<tr>
<td>Number of road safety initiatives undertaken</td>
<td>2</td>
<td>2</td>
<td>2</td>
<td>2</td>
<td>8</td>
</tr>
<tr>
<td>Number of development applications assessed</td>
<td>51</td>
<td>48</td>
<td>41</td>
<td>47</td>
<td>187</td>
</tr>
<tr>
<td>Number of reports presented to the Fairfield Traffic Committee</td>
<td>53</td>
<td>42</td>
<td>24</td>
<td>17</td>
<td>136</td>
</tr>
</tbody>
</table>

Also, there were 50 intersections inspected to determine the condition of the “stop” and “give way” signs and associated linemarking at these locations. Further assessments will be undertaken to review the status of critical signposting and linemarking.

The following paragraphs provide an update on the other activities being undertaken by the Division:

**Bike Plan**

The Fairfield Bike Plan was completed in 1995. Over the past decade, Council has received annual grants from the Roads and Maritime Services (RMS) for the implementation of off-road shared use paths in the Local Government Area (LGA).

The Fairfield City Council Bike Plan map depicting the changes to the cycling network in the LGA has been updated each year.

The Bike Plan will be prepared using internal resources and will be completed in 2018/2019.

**Fairfield City Integrated Transport Strategy and Action Plan**

The Fairfield City Integrated Transport Strategy and Action Plan was prepared by Council in 2011. It is proposed to review and update this Plan in 2018/2019 with actions to be implemented as per the Plan.

**Safer Roads Action Plan**

Council and the RMS prepared a Road Safety Strategic Plan in 2012/13. The Safer Roads Action Plan 2017-2021 was submitted for approval to the Fairfield Traffic Committee meeting in April 2017.

Council undertakes several road safety initiatives in the LGA, namely Safe Seats Saturday which assists the community with the installation of child safety restraints in cars, Speed Reduction on Local Roads which involves the rotation of variable message sign boards advising motorists not to speed around schools and the radar displays which advises motorists if they are speeding and to slow down.
Pedestrian Access and Mobility Plan

A Pedestrian Access and Mobility Plan (PAMP) was prepared by Council with grant assistance from the RMS in 2014. The Plan identified a list of works to be implemented in the LGA for which grants have been provided by the RMS. It is proposed to review this Plan in 2017/18.

PROJECT HIGHLIGHT

The intersection of Maud Street and Polding Street was identified as a blackspot site when crash sites were being investigated during the preparation of the annual blackspot programme for 2016/2017 financial year. It was noted that there were 14 recorded intersection crashes at this intersection (10 injury crashes, 4 tow away crashes) between July 2009 and June 2014. The installation of the traffic control signals at this intersection is expected to reduce the number of intersection crashes.

The project was initiated by the Design and Traffic branches and $353,000.00 was allocated by Council under its Blackspot Programme 2016/2017. The major works have been completed with some minor linemarking works to be undertaken. The signals are programmed to be tested and switched on in early September.

Project Objectives / Reasons for the Work

- To reduce crashes at the intersection of Maud and Polding Streets by making it easier for motorists to turn into and out of the streets;
- To improve pedestrian safety and amenity at the intersection; and
- To improve lighting conditions at the intersection.
Polding Street and Maud Street – After construction with lights programmed to be switched on in September
Project Highlights and Achievements

The installation of the traffic controls signals makes it easier for motorists to turn into and out of the streets and assists pedestrians that need to cross the road. At the time of writing this report, minor linemarking works remained to be completed. The project is programmed to be completed in early September.

<table>
<thead>
<tr>
<th>Sponsor</th>
<th>Manager Built Systems</th>
</tr>
</thead>
<tbody>
<tr>
<td>Design</td>
<td>Built Systems</td>
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<tr>
<td>Construction</td>
<td>Construction and Maintenance</td>
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<tr>
<td>Budget</td>
<td>$353,000 – Funded under Council’s Blackspot Programme</td>
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Roshan Aryal  
Manager Built Systems

Authorisation:  
Group Manager City Projects

Services Committee - 12 September 2017

File Name: CSC120917_27.DOC

***** END OF ITEM 150 *****
SUBJECT: Information Report - Independent Hearing and Assessment Panel

FILE NUMBER: 13/05033

REPORT BY: Sunnee Cullen, Manager Development Planning

RECOMMENDATION:
That the report be received and noted.

SUPPORTING DOCUMENTS:
There are no supporting documents for this report.

CITY PLAN
This report is linked to Theme 5 Good Governance and Leadership in the Fairfield City Plan.

SUMMARY
On 14 August 2017 the Environmental Planning and Assessment and Electoral Legislation Amendment (Planning Panels and Enforcement) Act 2017 proclamation was made with the effect that Council’s Independent Development and Assessment Committee (IDAC) has become known as an Independent Hearing and Assessment Panel (IHAP) and will now have a determinative role in development applications.

The provisions for the new IHAP became effective on 1 September 2017. The Charter and procedures of Council’s Panel will need to be updated to reflect the new requirements.

Further information on the new arrangements and impact to Council will be presented as a Supplementary Services Chairman’s Report to the Ordinary Council Meeting on 26 September 2017.
Sunnee Cullen
Manager Development Planning

Authorisation:
Group Manager City Development & Compliance

Services Committee - 12 September 2017

File Name: CSC120917_40.DOC

***** END OF ITEM 151 *****
SUBJECT: Information Report - Agreement for Greenway Plaza Parking Area

FILE NUMBER: 10/01779

REPORT BY: Ross Smith, Group Manager City Operations

RECOMMENDATION:

That the report be received and noted.

SUPPORTING DOCUMENTS:

There are no supporting documents for this report.

CITY PLAN

This report is linked to Theme 2 Places and Infrastructure in the Fairfield City Plan.

SUMMARY

Council regulatory staff has been organising what is termed “an agreement for free parking area” between Council and the Greenway Plaza Wetherill Park. This agreement has been developed in draft form by Council’s Solicitors and is based on a standard template provided by the Office of Local Government (OLG).

The owner of the Greenway Plaza wishes to place the carpark under the control of Council, so that it is managed and operated as a free parking area under the provisions of Section 650(6) of the Local Government Act 1993. In effect, Council’s parking compliance staff will be able to monitor and enforce parking restrictions within the plaza carpark, including parking space for the sole use of people with disabilities.

The management of the Greenway Plaza has suggested some minor amendments to the draft agreement and these are being currently reviewed by Council’s Solicitors.

It is expected that the final agreement will be reached shortly and a supplementary report providing further detail and the Agreement will be presented as a Supplementary Services Chairman’s Report to the Ordinary Council Meeting on 26 September 2017.
SUBJECT: Information Report - RFT 05-18 Supply and Install Line Marking, Sign Posting and Minor Civil Works - Construction Package 1 for Smithfield Road Upgrade

FILE NUMBER: 17/09994

REPORT BY: Sellathurai Thava, Contracts and Planning Coordinator

RECOMMENDATION:

That the report be received and noted.

SUPPORTING DOCUMENTS:

There are no supporting documents for this report.

CITY PLAN

This report is linked to Theme 2 Places and Infrastructure in the Fairfield City Plan.

SUMMARY

Tender RFT 05-18 Supply and Install Line Marking, Sign Posting and Minor Civil Works – Construction Package 1 for Smithfield Road Upgrade closed on Wednesday 30 August 2017 at 2:30pm, with 4 submissions received. The evaluation was undertaken on 1 September 2017 with 1 submission non-conforming.

Construction Package 1 forms part of the Western Sydney Infrastructure Plan (WSIP) upgrade of Smithfield Road between Elizabeth Drive and Polding Street. The project proposes to upgrade 11 intersections of the Smithfield Road corridor under 3 different packages, namely Construction Packages 1, 2 and 3.

Council officers are currently seeking clarification from contractors on pricing and the construction program.

A Supplementary Services Chairman’s report will be submitted to the Ordinary Council Meeting on 26 September 2017.
Sellathurai Thava
Contracts and Planning
Coordinator

Authorisation:
Group Manager City Resources & Chief Financial Officer

Services Committee - 12 September 2017

File Name: CSC120917_37.DOC

***** END OF ITEM 153 *****
SUBJECT: Information Report - RFT 06-18 Whitlam Library and Cabramatta Community Centre HVAC Upgrade

FILE NUMBER: 17/09995

REPORT BY: Sellathurai Thava, Contracts and Planning Coordinator

RECOMMENDATION:
That the report be received and noted.

SUPPORTING DOCUMENTS:
There are no supporting documents for this report.

CITY PLAN
This report is linked to Theme 2 Places and Infrastructure in the Fairfield City Plan.

SUMMARY
Tender RFT 06-18 Whitlam Library and Cabramatta Community Centre HVAC Upgrade, a selective tender through a pre-qualified panel of air-conditioning contractors, closes on Wednesday 13 September 2017 at 2:30pm.

The project involves upgrade of the existing HVAC system at Whitlam Library and also replacing the existing 8 split air cooled systems with chilled/heating fan coil units at the Cabramatta Community Centre. The replacement of Whitlam Library and the Community Centre air-conditioning systems forms part of 2017-18 Capital Works Program.

Council officers will carry out the tender assessment and a Supplementary Services Chairman’s report will be submitted to the Ordinary Council Meeting on 26 September 2017.

FILE NUMBER: 17/09996

REPORT BY: Sellathurai Thava, Contracts and Planning Coordinator

RECOMMENDATION:
That the report be received and noted.

SUPPORTING DOCUMENTS:
There are no supporting documents for this report.

CITY PLAN
This report is linked to Theme 2 Places and Infrastructure in the Fairfield City Plan.

SUMMARY
Tender RFT 07-18 Supply and Delivery of Equipment for HVAC Chillers Boilers and Cooling Towers closed on 6 September 2017 at 2:30pm with 4 submissions received, 2 of which were non-conforming.

The supply of chillers, cooling towers and boilers forms part of the HVAC upgrade at Whitlam Library and Cabramatta Community Centre. Due to a longer lead time for the manufacturing of the equipment, the supply of equipment was tendered separately in order to ensure a timely delivery for the contractor to install. The replacement of Whitlam Library and the Community Centre air-conditioning systems forms part of the 2017-18 Capital Works Program.

Council officers are currently finalising the tender assessment to submit a Supplementary Services Chairman's report to the Ordinary Council Meeting on 26 September 2017.
Sellathurai Thava  
**Contracts and Planning Coordinator**

**Authorisation:**  
Group Manager City Resources & Chief Financial Officer

Services Committee - 12 September 2017

File Name: **CSC120917_39.DOC**  
***** END OF ITEM 155 *****