

Services Committee



AGENDA

DATE OF MEETING: 3 December 2024

LOCATION: Committee Rooms

TIME: 6.30pm

Statement of Ethical Obligations

The Mayor and councillors are reminded that they remain bound by the Oath/Affirmation of Office made at the start of the council term to undertake their civic duties in the best interests of the people of Fairfield City and to faithfully and impartially carry out the functions, powers, authorities and discretions vested in them under the Local Government Act or any other Act, to the best of their skill and judgement.

The Mayor and councillors are also reminded of the requirement for disclosure of conflicts of interest in relation to items listed for consideration on the Agenda or which are considered at this meeting in accordance with the Code of Conduct and Code of Meeting Practice.

AGENDA
Services Committee
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ITEM	SUBJECT	PAGE
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- APOLOGIES AND REASONS ACCEPTED
- CONFIRMATION OF MINUTES

SECTION A
‘Matters referred to Council for its decision’

***** **CONFIDENTIAL** *****

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

166: RFT 109-25 Prospect Creek Embankment Retaining Wall

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: (d(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: 24/12756 4

SECTION B

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

- 167:** Request for Donation - Mayoral Community Benefit Fund
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- 168:** Divisional Update Report - Quarter 1 - Catchment Planning
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- 171:** Information Report - NO24 - 2025 Concrete Pulverising, Crushing and Screening Services
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SECTION B

'Matters submitted to the Committee for decision subject to the right of referral'

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Item Number. 167

SUBJECT: Request for Donation - Mayoral Community Benefit Fund

FILE NUMBER: 24/17081

REPORT BY: Narelle Ontivero, Governance Co-ordinator

RECOMMENDATION:

That:

1. Council make a donation of five hundred dollars (\$500.00) from the Mayoral Community Benefit Fund to 2166 Boxing towards their boxing classes.
 2. Council make a donation of one thousand dollars (\$1,000.00) from the Mayoral Community Benefit Fund to the Movement of Serbian Chetniks Ravna Gora in Australia towards the printing and publication of a commemorative book.
-

SUPPORTING DOCUMENTS:

AT-A [↓](#) Mayoral Community Benefit Fund Register

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CITY PLAN

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

SUMMARY

The Mayoral Community Benefit Fund was established to enable individuals or community groups to seek the provision of financial assistance for deserving or worthy causes that support the community of Fairfield. The fund is intended to cover areas of support where other donation schemes or grants are not suitable or available.

2166 Boxing

Written representation has been received from 2166 Boxing seeking financial assistance towards the boxing classes that are delivered by volunteers at the Cabramatta PCYC for less-fortunate youth.

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2166 Boxing endeavours to support youth (under 18 years) from across the Fairfield Local Government Area (LGA) to learn respect, hard work and discipline through boxing classes. The volunteers also play an important role in giving at-risk youth purpose and guiding them to behave well.

Council's donation will assist with the cost of the training and equipment required to participate in the program. While volunteers donate an extra \$5.00 a week and often fundraise toward this program, Council's contribution would allow more youths to take part in the classes.

2166 Boxing meets the primary eligibility requirements of the Mayoral Community Benefit Fund Policy of supporting worthy causes, therefore a donation of \$500.00 would be appropriate.

Connection to Fairfield Local Government Area

2166 Boxing operates from Cabramatta PCYC to run its classes. 2166 Boxing is open to all youth in the Fairfield LGA and many of its members either reside in the area or attend schools within the LGA.

Movement of Serbian Chetniks Ravna Gora in Australia Ltd

Written representation has been received from the Movement of Serbian Chetniks Ravna Gora in Australia Ltd (the Movement) seeking financial assistance to print and publish a commemorative book which documents the history of the Serbian community in the Fairfield Local Government Area.

The commemorative book has been compiled by volunteers who, through social media, meetings and an interactive website, have worked with the local community to create an in-depth history which documents local experiences and celebrates their rich culture and traditions.

Council's donation will assist to make the commemorative book available to the public as well as to Council's local libraries to preserve the Serbian community's history and heritage.

The Movement meets the primary eligibility requirements of the Mayoral Community Benefit Fund Policy of supporting worthy causes, therefore a donation of \$1,000.00 would be appropriate.

Connection to Fairfield Local Government Area

The Movement of Serbian Chetniks Ravna Gora in Australia Ltd operates from Bonnyrigg within the LGA and the book is about Serbian Australians from across the LGA.

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LEGISLATIVE REQUIREMENTS

The proposed donation represents a grant under Section 356 of the Local Government Act and, as such, must be made in accordance with a resolution of Council. Section 377(1A) of the Local Government Act allows Council to delegate the granting of financial assistance to its committees.

At the Ordinary Council Meeting of 26 September 2017, Council resolved that the committees be delegated authority under Section 377 of the Local Government Act to exercise the granting of financial assistance.

FUND REGISTER

A summary of the applications received and payments made this financial period is outlined at Attachment A.

Narelle Ontivero
Governance Co-ordinator

Authorisation:
Executive Manager
Director City Planning

Services Committee - 3 December 2024

File Name: **CSC03122024_8.DOCX**

***** END OF ITEM 167 *****

Mayoral Community Benefit Fund 2024/2025											
Key/Legend	Green = Accepted	Red = Declined	Yellow = Pending								
Application Received	Applicant	Purpose	Contact Details	Address	Fairfield LGA Yes/No	Amount Requested	Accept/Decline	Reason Approved/Declined	Date Approved (resolution)	Amount Awarded	Balance in Fund
											\$50,905.00
7/06/2024	Assyrian Students Association Australia	Annual Youth Party			Yes	\$ 1,000.00	Accept	Meets Criteria	23/07/2024	\$1,000.00	\$49,905.00
8/04/2024	Armenian Relief Society Arax Chapter	Social Events			Yes	\$ 1,000.00	Accept	Meets Criteria	13/08/2024	\$1,000.00	\$48,905.00
27/09/2024	Ladies Like to Lunch	Fundraising			Yes	\$ 1,000.00	Accept	Meets Criteria	22/10/2024	\$1,000.00	\$47,905.00
13/08/2024	Holy Apostolic Catholic Assyrian Church of the East	Christmas Festivities			Yes	\$ 500.00	Accept	Meets Criteria	12/11/2024	\$500.00	\$47,405.00
15/11/2024		Kids Helpline Fundraising for Charlotte O'Brien			Yes	\$ 500.00	Accept	Meets Criteria	26/11/2024	\$500.00	\$46,905.00
3/11/2024	Cabramatta PCYC Boxing	Boxing Programs			Yes	\$ 500.00					
24/11/2024	Movement of Serbian Chetniks Ravna Gora in Australia LTD	Commemorative Book			Yes	\$ 1,000.00					

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Item Number. 168

SUBJECT: Divisional Update Report - Quarter 1 - Catchment Planning

FILE NUMBER: 13/11520

REPORT BY: Leonie Gray, Manager Catchment 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 3 Environmental Sustainability* in the Fairfield City Plan.

SUMMARY

The Catchment Planning Branch delivers projects and programs under Theme 3: Environmental Sustainability within Council's Delivery Program and Operational Plan. The branch develops policies, undertakes studies, develops engineering designs and provides advice on catchment planning, floodplain management, stormwater management, waterways and dam safety management.

This report outlines the progress made on Catchment Planning Branch projects and programs for the period from July to September 2024.

ACTIVITY HIGHLIGHTS

Flood Mitigation Program

The purpose of the Flood Mitigation Program is to identify and reduce risks to life and property from flooding across the City. This program relies upon external grants in addition to Council's general funds and 'stormwater levy' funds.

Provided below is a summary of recent achievements under the Flood Mitigation Program:

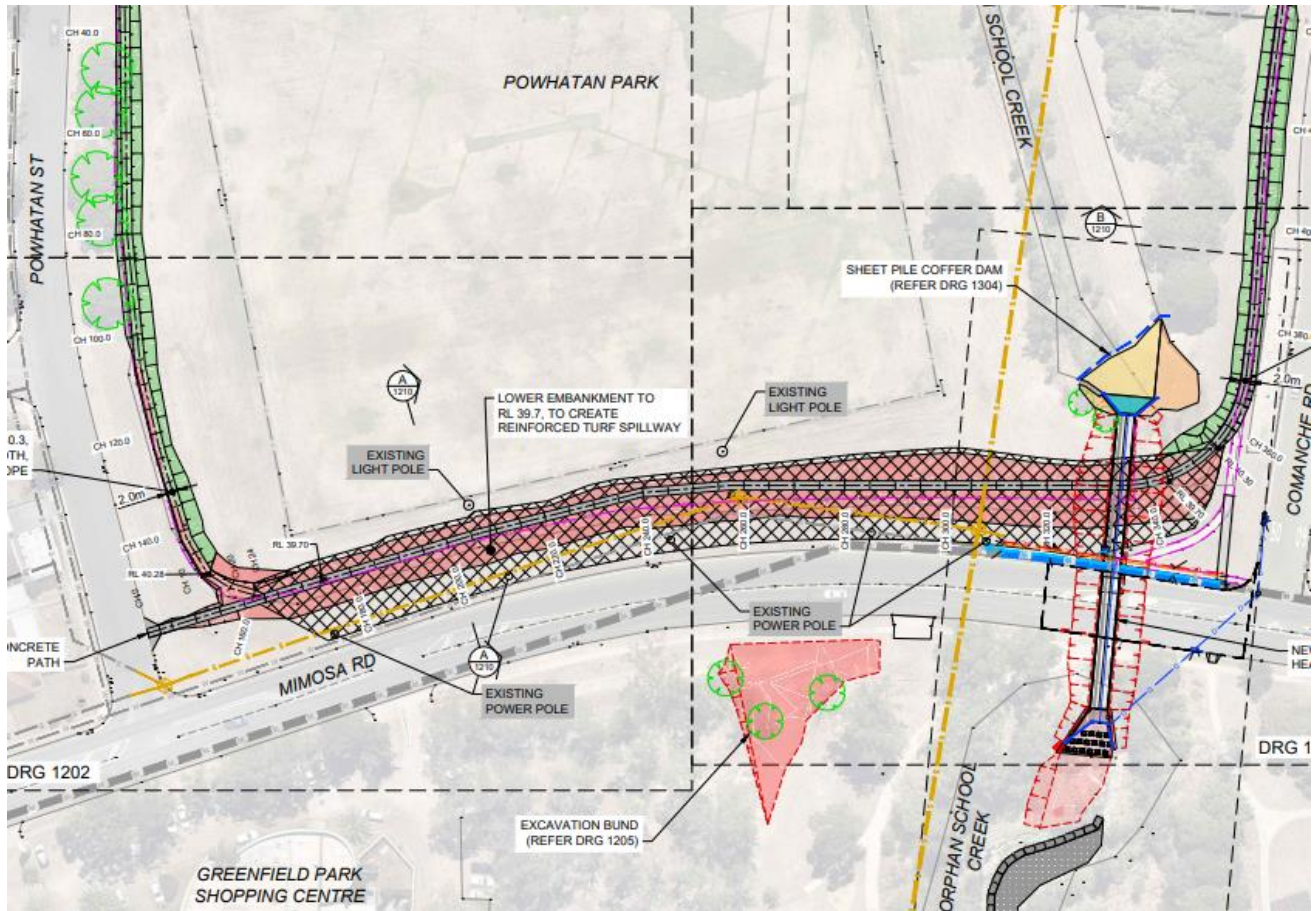
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Flood Detention Basin Upgrade Powhatan Street Reserve (Construction Phase)

The upgrade works include rebuilding and strengthening 518m of basin embankment. The works also include replacing the existing 55-metre-long stormwater culvert under Mimosa Road and 45m of rock bank re-establishment works downstream of the culvert. The project is expected to be completed in June 2025. The project is expected to cost \$6,400,000.00. This amount includes \$1,842,500.00 of grant funds.



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Flood Detention Basin Upgrade Stockdale Reserve (Construction Phase)

The upgrade works include increasing the height and strengthening 470m of basin embankment. Council has released a Tender for construction and is currently evaluating the submissions. The estimated cost of the project is \$3,100,000.00. This amount includes \$2,325,000.00 of grant funds. The project is scheduled to be completed by December 2025.



Flood Detention Basin Upgrade Bosnjak Park Upstream (Design Phase)

Council is preparing a design to meet this legislative requirement. This project is under review.



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Prospect Creek and Georges River Flood Study Update

This project intends to update the estimates of the flood heights within the catchments of Prospect Creek and Georges River. There is a general trend that the estimates will reduce the risk ratings of the properties. The project will be completed after the flood extent mapping is produced. The project is scheduled to be completed in March 2025 at a cost of \$155,359.00. This project cost includes \$103,573.00 of grant funds.

Canley Corridor Cumulative Impact Flood Study

The scope of the project includes the modelling of the effects of potential increased development in the catchment and the cumulative impacts of this development on flood risk in Canley Heights and Canley Vale. The modelling has been undertaken by Council officers. This modelling has shown that increased development has the potential to increase flood levels along the flow path. Council will undertake further work to determine the extent of this increase in flood levels.

Dams Safety

Council is required to comply with the NSW Dams Safety Act 2015. This requires staff to undertake monthly inspections of 'declared' flood detention 'dams.' Council staff undertook 33 inspections across 11 basins in the period of July to September 2024. The legislation also requires staff to produce records of such inspections and plans. Catchment staff reviewed and updated 11 Dam Emergency Plans and commenced Surveillance Reporting for 11 basins. Previously this reporting was prepared externally, however, it is now being done internally.

As dam owners, Council is responsible for ensuring the risks posed by the basins are reduced as low as practicable. The risks at 4 of the basins were shown to lie beyond the safety threshold. The status of these basins is:

Declared Dam	Status
Fairfield Golf Course Basin	Construction completed
Powhatan Reserve Basin	Construction underway
Stockdale Reserve Basin	Procurement of construction
King Park Basin	Design complete, sourcing grant for construction

Existing Stormwater Management Program

The purpose of the Stormwater Management Program is to investigate, design and construct stormwater infrastructure such as pits and pipes, construct new pollutant traps, strengthen creek banks and rain gardens intended to improve stormwater quality and waterway stability across the City.

Provided below is a summary of recent achievements under the existing Stormwater Management Program:

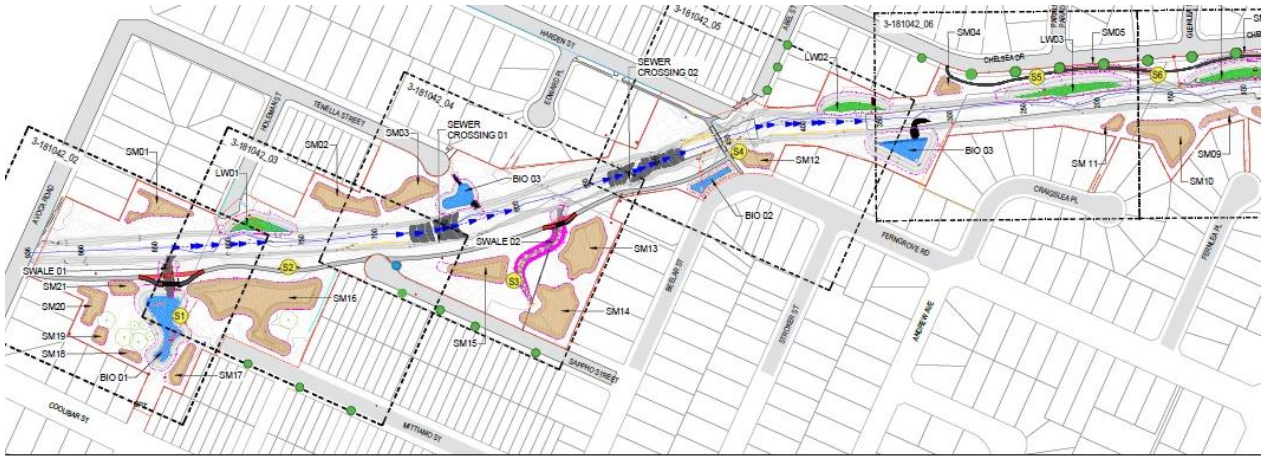
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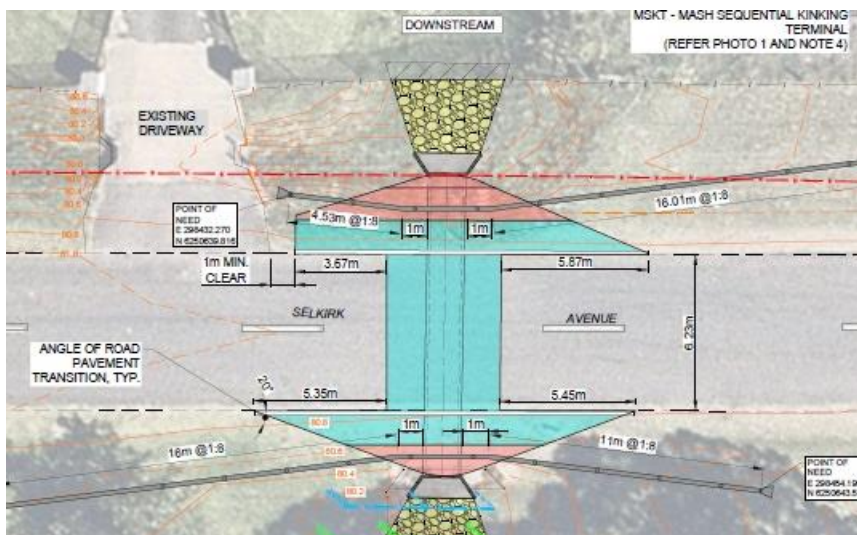
Green Valley Creek Rehabilitation Reach 3 (Design Phase)

This section of Green Valley Creek is located between Avoca Rd and the Cumberland Highway. The rehabilitation will address creek erosion and weeds reduction, improve water quality and provide habitat for natural flora and fauna. Sydney Water is currently assessing the final design plans for their approval. The construction works are unfunded. The estimated cost to undertake the construction work is \$5,000,000.00.



Rural Area Culvert Upgrades – Selkirk Avenue

Council completed this project in September 2024 at a cost of \$290,000.00. The scope of works included the construction of a 15m long culvert covering the width of the road.



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Stormwater Levy Program

This program provides funding to supplement the existing Stormwater Management Program and addresses stormwater drainage and stormwater quality issues in urban areas of the City. It also includes non-capital projects such as stormwater education and water quality monitoring.

Provided below is a summary of recent achievements under the Stormwater Levy Program:

Maintenance of Major Stormwater Systems

Council continues to maintain stormwater systems such as detention basins, wetlands, rain gardens and vegetated swales. During the July to September quarter, 1790 hours were spent across 34 sites/visits on weed removal and planting, as well as rubbish and sediment removal. This work helps to improve the quality of water in the City's waterways.

Grant Applications

Year	Grant Funding Body	Project	Grant Amount	Funding Ratio Grant to Council	Outcome
2024/25	NSW Department of Planning and Environment – Floodplain Management Program	Updated flood data for multiple catchments in Fairfield LGA	\$90,000.00	2:1	Unsuccessful
		Cabramatta Creek Floodplain Risk Management Study and Plan Update	\$285,000.00	2:1	Successful \$152,000.00

The Catchment Planning Branch will continue to apply for grant funding to undertake projects as opportunities arise.

Customer Requests

Council receives regular requests for Planning Certificates that are required when redeveloping or selling a property.

In the period July to September 2024, Council prepared 172 Flood Information Sheets for Section 10.7 (2), 5 Planning Certificates and 68 property-scale flood maps. Catchment Officers attended to 45 general enquiries, plus 30 internal requests and site investigations.

Council also provided catchment related advice on 14 complex Development Applications, Planning Proposals and Reviews of Environmental Factors including:

- Oakdale East Estate
- 1111-1141 Elizabeth Drive Cecil Hills
- Cabramatta East Precinct
- Endeavour Park

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- Canvas Estate Keyhole Lands
- Nelson Park
- 26 Bonham Street Canley Vale
- 36 Riverview Road Fairfield
- 3-5 Johnson Crescent Horsley Park
- Smithfield RSL
- 94 Newton Road Wetherill Park
- 780 Wallgrove Road Horsley Park
- Canley Vale Off-Leash Dog Area
- 45 Chifley Street Smithfield

CONCLUSION

It is recommended that the report be received and noted.

Leonie Gray
Manager Catchment Planning

Authorisation:
Acting Manager City Assets
Director City Assets

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File Name: **CSC03122024_6.DOCX**
***** END OF ITEM 168 *****

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Item Number. 169

SUBJECT: Divisional Update Report - Quarter 1 - Natural Resources Management

FILE NUMBER: 12/02579

REPORT BY: Robert Stevenson, Team Leader Natural Resources

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 3 Environmental Sustainability* in the Fairfield City Plan.

SUMMARY

This report provides information on activities within the Natural Resources Branch for the period July to September 2024.

Creek Care – Bush Regeneration Program

During the reporting period, Council spent 4,024 hours on the bush regeneration lands located along creek banks within Fairfield Local Government Area (LGA).

The photo below shows the condition of Bossley Park bush regeneration reserve.



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Council has achieved weed clearing and managed 125 hectares of bush land and habitat.

Creek Clean Program (Gross Pollutant Traps)

During the reporting period, approximately 77 tonnes of litter and rubbish were removed from our creeks and gross pollutant traps (GPTs) at various locations.



Photos of Gross Pollutant Trap (GPT) Canva Street Canley Vale (before and after clean)

Environmental Volunteer Program

This program provides resources to the Council and community at no cost to Council. The following activities are reported under the Environmental Volunteer Program:

Fairfield Indigenous Flora Park

Environmental volunteers spent a total of 41 hours at Fairfield Indigenous Flora Park maintaining bushland during the reporting period. The volunteers completed weed removal and planting activities at this park.

Fairfield Community Nursery and Educational Garden

Community volunteers spent 641 hours at Fairfield Community Nursery propagating a total of 468 native plants as well as producing 13,690 plants for various planting projects.

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On 9 July 2024, Fairfield Community Nursery held a stall at the NAIDOC Family Fun Day at Fairfield Showground. Seven nursery volunteers helped give away 400 native plants, as well as hand out brochures promoting the Natural Environment within Fairfield City.

On 21 September 2024, Fairfield Community Nursery held an Open Day with 250 visitors attending. The wildlife display was very popular and the dedicated nursery volunteers made this event possible. Hundreds of native plants were given to visitors as part of this event.



*Fairfield Community Nursery Open Day - September 2024
Permission granted to publish this photograph*

Other Community Events and Educational Workshops

These programs aim to promote, enhance and protect Natural Resources within the community.

Backyard Habitat for Kids - 11 July 2024

Thirty members of the community attended a workshop at Nalawala Community Centre run by Council's Community Nursery Co-ordinator, designed to introduce children to the local animals and bugs that live within the LGA. Australian Wildlife Sanctuary held an animal display and participants also built a frog pond.

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*Backyard Habitat for Kids Workshop
Permission granted to publish this photograph*

Propagation for Kids Workshop - 18 July 2024

Twenty-eight members of the community attended a propagation workshop at the newly constructed pergola located at the Fairfield Community Nursery. The workshop was run by Council's Community Nursery Co-ordinator and taught children how to propagate and grow herbs and vegetables.



*Propagation for Kids Workshop
Permission granted to publish this photograph*

Breakfast with the birds – 31 August 2024

Thirteen participants attended a guided walk within the Cabramatta wetlands area near Bowden Street Cabramatta. Thirty-eight species of birds were identified promoting the natural environment within the community.

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Frogs in Fairfield Walk and Talk – 20 September 2024

Eighteen participants attended a guided walk at upper Prospect Creek near Prospect Reservoir Wetherill Park. Two different species of frogs were spotted along with 2 sugar gliders, 10 kangaroos, 1 kingfisher and 1 brush tail possum. The event helped promote and appreciate wildlife within the community.

Environmental Projects and Activities

National Tree Day 2024

On Sunday 28 July 2024, Natural Resources hosted a highly successful National Tree Day event at Baragoola Reserve Fairfield West. The event saw an impressive turnout with 155 community members registering to plant 8,000 trees and shrubs, all propagated by the Fairfield Community Nursery volunteers. This event marked our largest attendance yet within the history of Council.

The day provided a fantastic opportunity to connect with the community, bringing together families and groups such as the 1st Canley Heights Scout Group, Sri Sathya Sai Global Council Australia, Bonnyrigg Men's Shed and Fairfield Community Nursery Volunteers. The event was truly a family-friendly occasion, featuring activities like face painting for kids.

The tree planting efforts help strengthen the creek bank, provide habitat for local fauna and reduce urban heat by extending the canopy along the vital green corridor of Orphan School Creek.



*National Tree Day 2024
Permission granted to publish this photograph*

Upper Prospect Creek Nest Box Monitoring

The Sugar Glider (*Petaurus breviceps*) pictured below makes its home in the upper reaches of Prospect Creek. In 2018 Council's Natural Resources Officer placed 4 nesting boxes targeting sugar gliders to enhance their habitat. The sugar gliders are spotted regularly during Council's spotlighting workshops for residents. During the latest monitoring of the nesting boxes, 2 of the boxes had active nests with a total of 5 gliders present. One box

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had the remnants of a nest and the 4th box was occupied by pest animals. We are now working towards evicting the pest animals by modifying the surrounding habitat, as well as expanding the augmented habitat for our native species and the monitoring program.



Upper Prospect Creek Nest Box Monitoring Program

Georges Riverkeeper

Council's Natural Resources team works closely with the Georges Riverkeeper to deliver environmental outcomes. For the 1st quarter, there were 202 bush regeneration hours and 1,344 litter removal hours delivered by Corrective Services NSW teams with Georges Riverkeeper.

Conclusion

Council had a successful 1st quarter delivering services in accordance with the Delivery and Operational Plan. It is recommended that this report be received and noted.

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Robert Stevenson
Team Leader Natural Resources

Authorisation:
Acting Manager City Assets
Director City Assets

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File Name: **CSC03122024_9.DOCX**
***** END OF ITEM 169 *****

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Item Number. 170

SUBJECT: Divisional Update Report - Quarter 1 - Property Strategy and Services

FILE NUMBER: 20/00262

REPORT BY: Aelina Truong, Manager Property

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 Property Strategy and Services Division offers a comprehensive range of real estate services designed to meet the operational needs of Council. These include acquisitions, sales, property and car park management, leasing, licensing, advisory services, community facility and sportsfield hire.

This report provides a succinct overview of the key highlights and achievements in Quarter 1 (Q1), covering the period of July to September 2024 and includes:

1. Multi-Storey Car Parks Performance
2. Dutton Plaza Performance
3. Leasing, Licensing and Property Management
4. Property Acquisitions, Sales and Services
5. Community Facilities and Sportsfields

Multi-Storey Car Parks Performance

The following table provides an overview of visitors to the 4 multi-storey car parks managed by Council during Q1 of the 2024-2025 fiscal year, compared to the previous quarter and the same period in the previous year of 2023-2024.

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Year	Total Visitors	Dutton Plaza Car Park	Dutton Plaza Loading	Nelson Street Car Park	Downey Lane Car Park	Fisher Street Car Park
2024-2025 Q1	607,759	336,823	25,738	175,098	46,912	23,188
2023-2024 Q1	570,425	321,509	19,910	168,226	40,588	20,192
% Change	+6%	+4%	+29	+4	+15%	+14%
Last Quarter Q4						
Last Quarter Q4	583,364	326,020	24,229	169,609	44,128	19,378
% Change	+4%	+3%	+6%	+3%	+6%	+19%
YTD 2024-2025						
YTD 2024-2025	N/A	N/A	N/A	N/A	N/A	N/A
YTD 2023-2024						
YTD 2023-2024	N/A	N/A	N/A	N/A	N/A	N/A
% Change	N/A	N/A	N/A	N/A	N/A	N/A

During Q1, a total of 607,759 visitations were recorded across all 4 car parks, reflecting a 6% increase compared to the same period last year and 4% rise from the previous quarter. The statistics show a steady growth in overall visitor numbers across all 4 car parks both quarter-on-quarter and year-on-year.

The Dutton Plaza Loading Area visitation experienced continued growth with visitation up 26% to 25,738 this quarter. It is now maintaining a steady monthly average of 7,000 to 8,000 visits.

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Dutton Plaza Car Park

Visitation has continued to grow as expected with a total of 336,823 visits for the Q1, being 4% higher than the same quarter in 2023-2024 and 3% higher than the previous Q4 of 2024. The performance of Dutton Plaza Car Park for Q1 is shown in Figure 1.

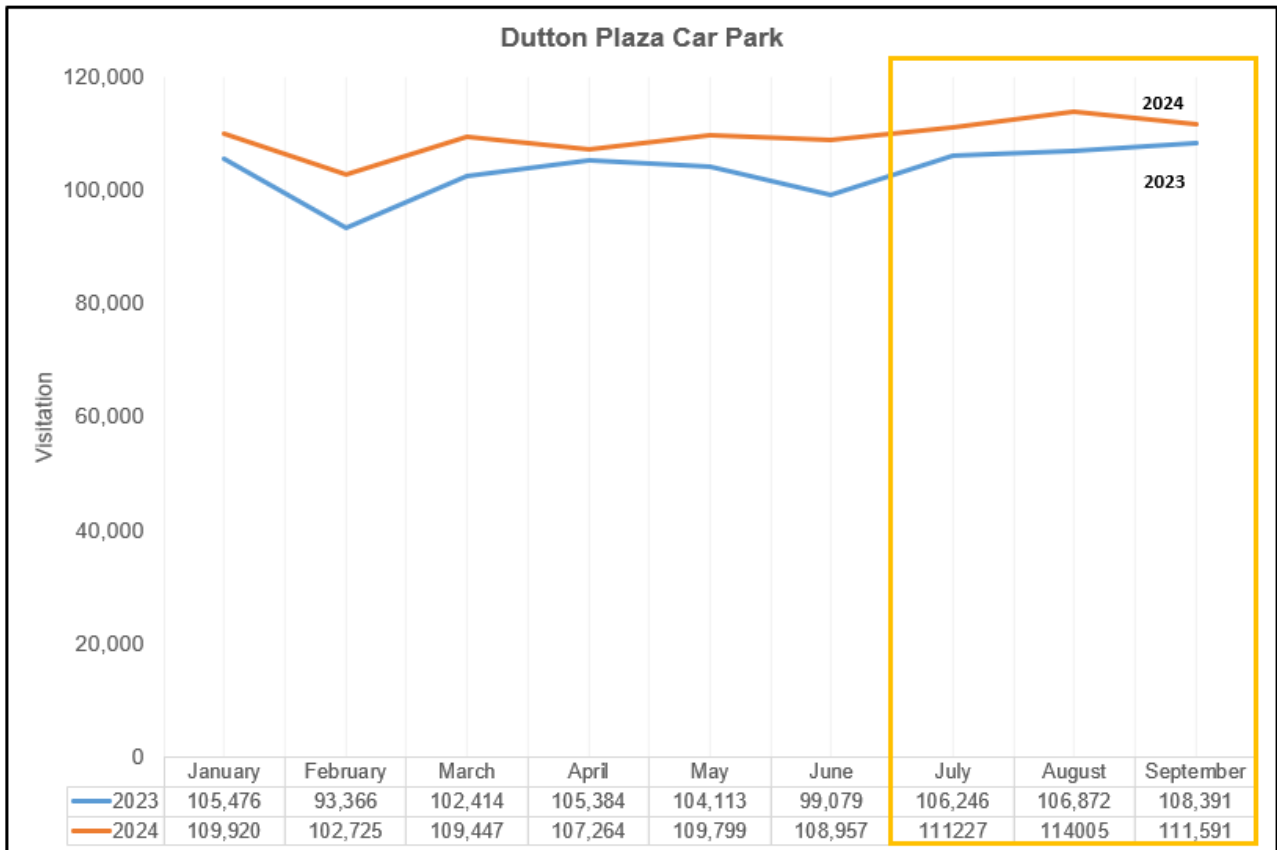


Figure 1 – Dutton Plaza Car Park Visitation 2024-2025 Q1

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Dutton Plaza Loading Area

Visitation for Q1 remains steady meeting the monthly benchmark range of 7,000 to 8,000 visits per month. There was a 29% increase from the same quarter last year and 3% increase from the previous quarter. The performance of Dutton Plaza Loading Area for Q1 is shown in Figure 2.

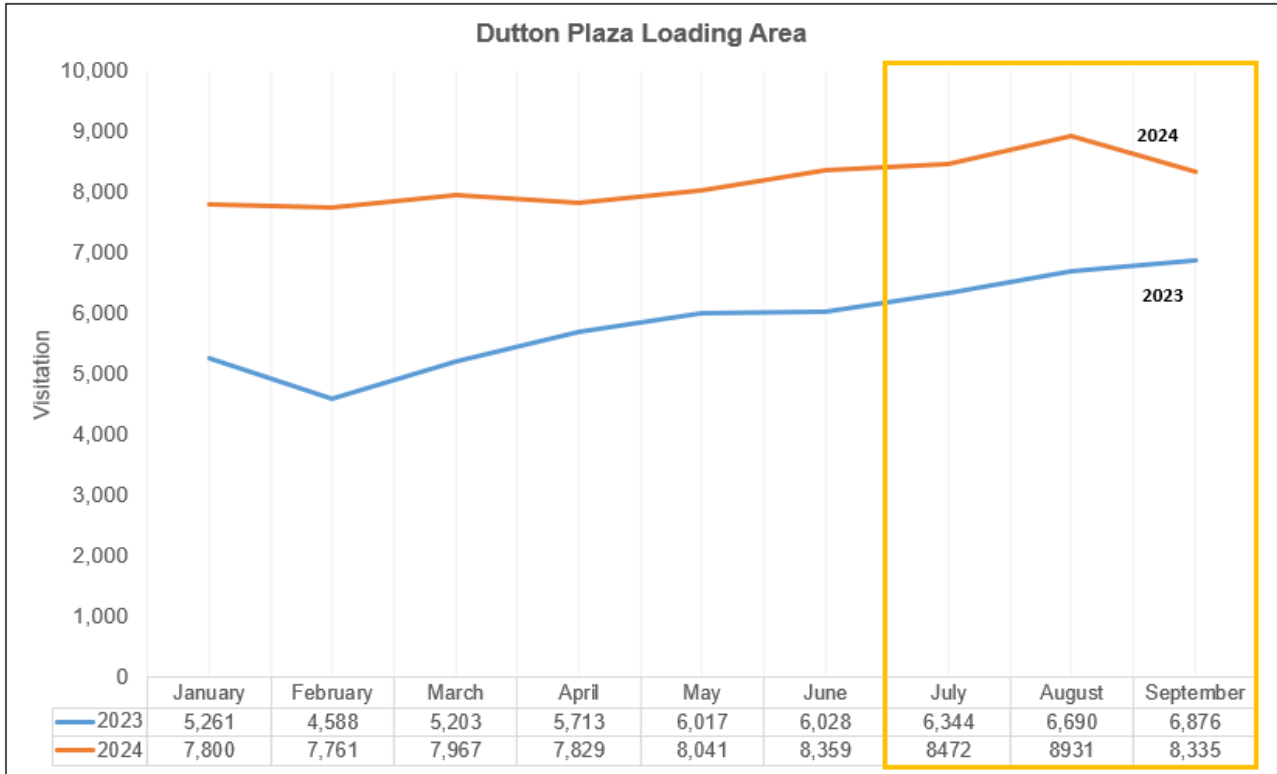


Figure 2 - Dutton Plaza Loading Area Visitation 2024-2025 Q1

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Fisher Street Car Park

Q1 experienced an increase in visitation of 14% compared to previous quarter last year and a 19% rise from Q4. The higher than anticipated increases may be attributed to a broader trend among corporate organisations directing employees to return to the office, thereby reducing remote work arrangements and greater utilisation of the car park to commute by public transport. The performance of Fisher Street Car Park for Q1 is shown in Figure 3.

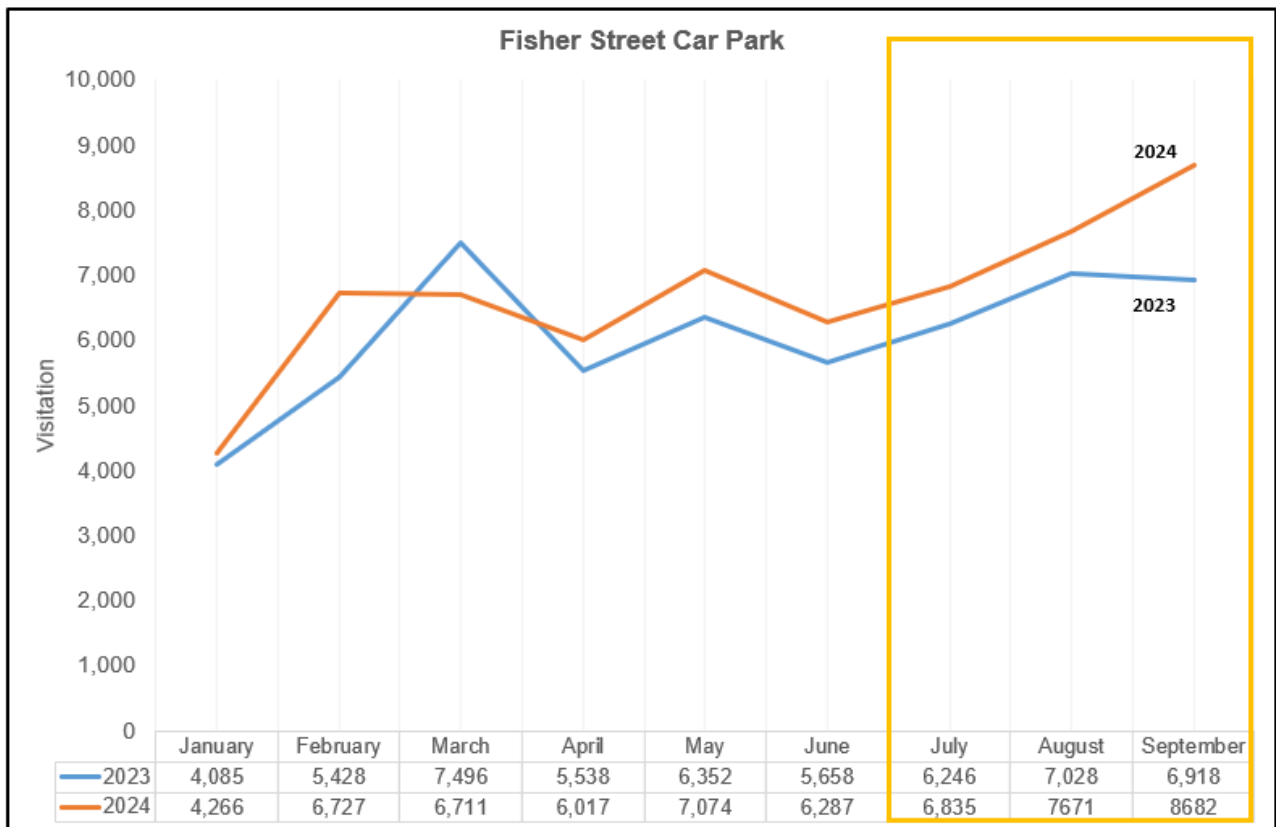


Figure 3 - Fisher Street Car Park Visitation 2024-2025 Q1

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Downey Lane Car Park

Visitation for the quarter increased by 15% compared to the previous quarter last year and rose by 6% from Q4. The car park saw a steady increase in visitation overall with its performance illustrated in Figure 4.

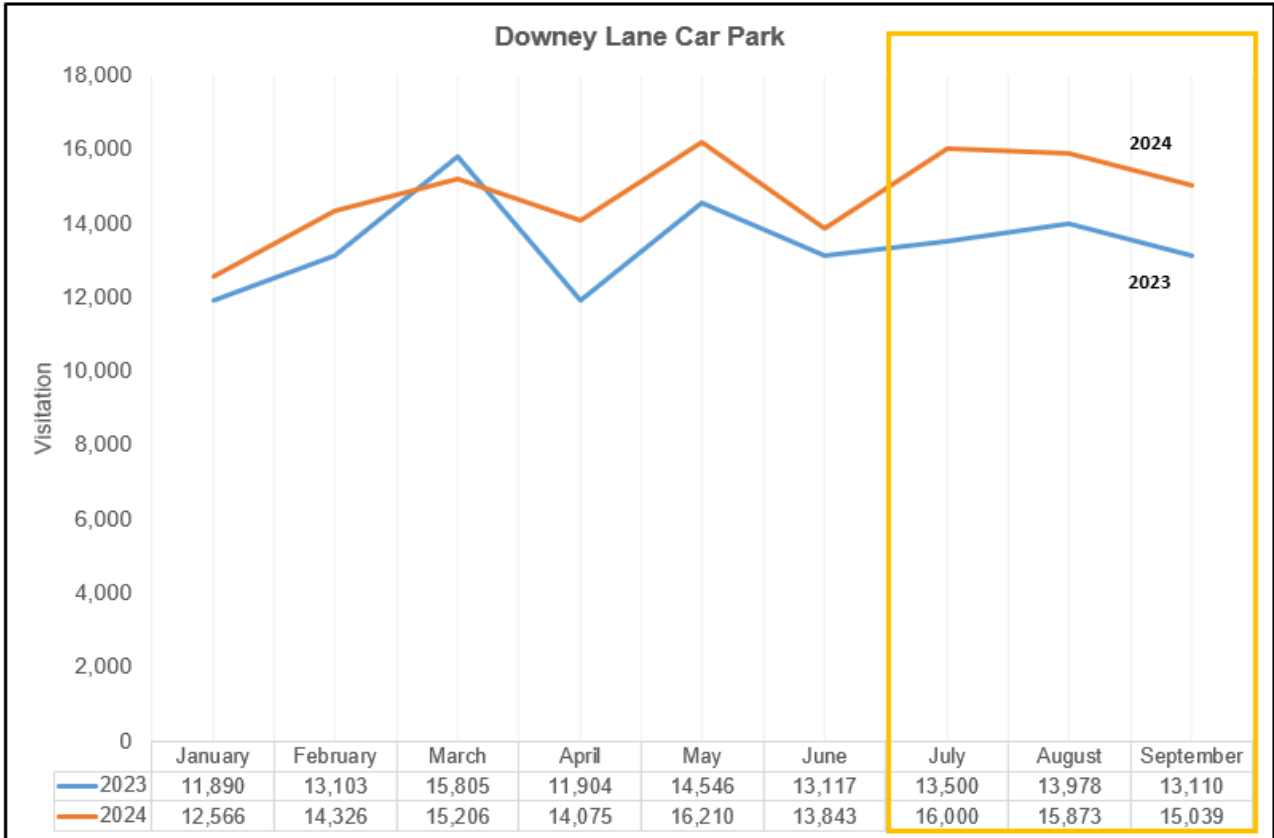


Figure 4 - Downey Lane Car Park Visitation 2024-2025 Q1

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Nelson Street Car Park

Visitation at Nelson Street Car Park remained steady with a slight increase of 4% from the same period last year and 3% to Q4. The performance of Nelson Street Car Park for Q4 is shown in Figure 5.

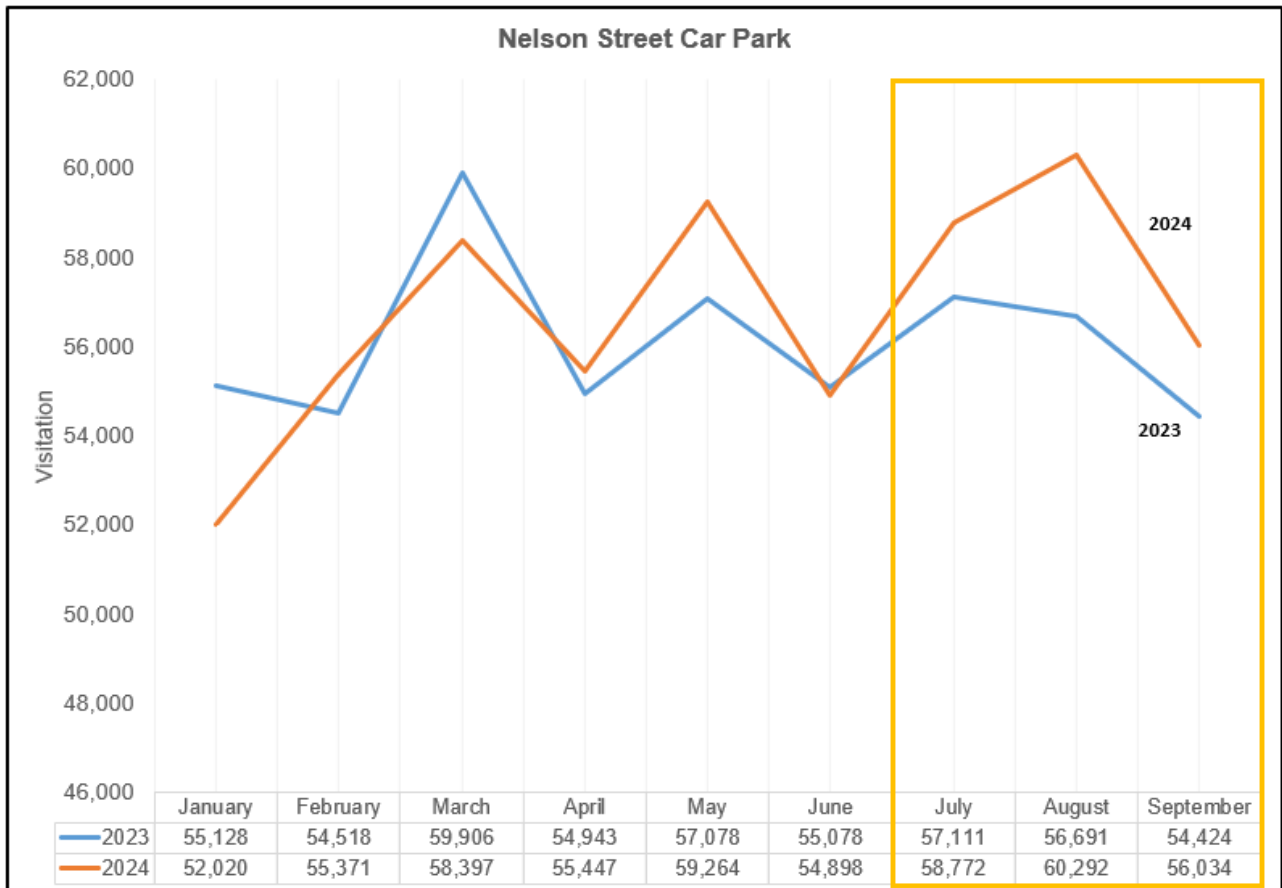


Figure 5 - Nelson Street Car Park Visitation 2024-2025 Q1

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Dutton Plaza Performance

Dutton Plaza continues to operate at 100% occupancy with visitation consistently above pre-pandemic levels. The retail tenancies are performing strongly with no breaches of lease and arrears below standard industry levels.

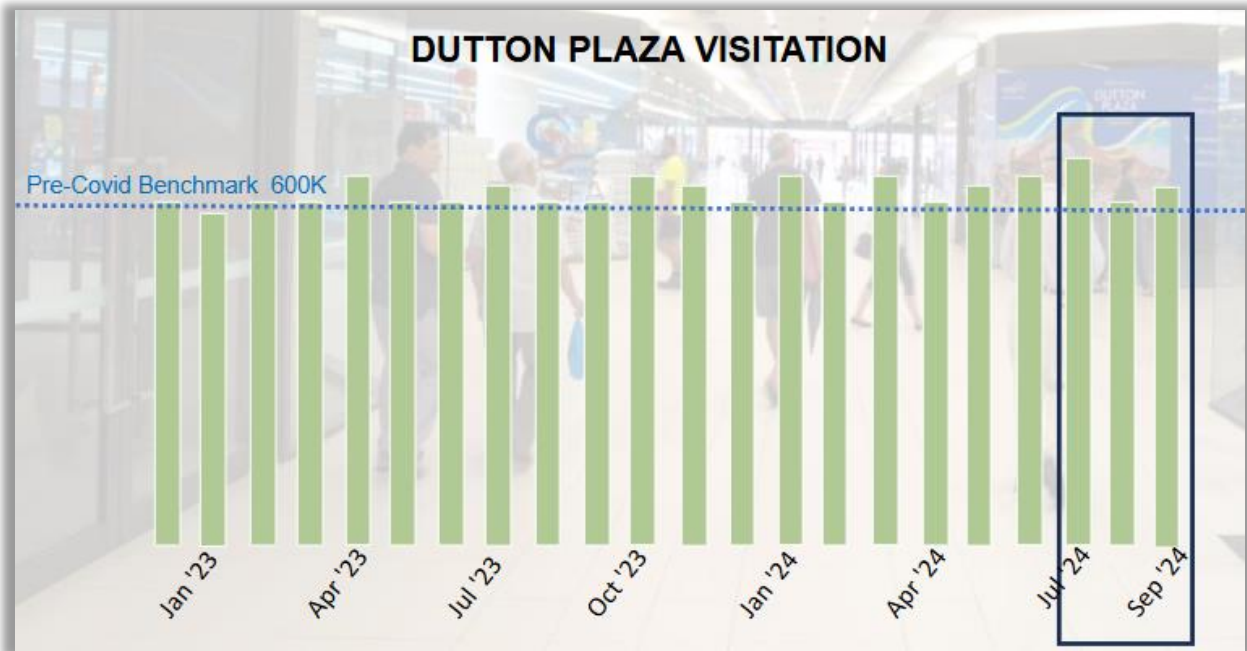


Figure 6 - Dutton Plaza Visitation 2024-2025 Q1

During Q1, a number of promotional activities were organised at Dutton Plaza, including school holiday fun activities, giveaways and Moon Festival celebrations.



Figure 7 – Dutton Plaza Activities and Promotions
Permission granted to publish this photograph

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*Figure 8 – Dutton Plaza School Holiday Activities and Promotions
Permission granted to publish this photograph*



Figure 9 – Dutton Plaza Maple Tree and Lanterns Installed to Celebrate Moon Festival



*Figure 10 – Outdoor Dining Area at Gough Whitlam Place during Moon Festival
Permission granted to publish this photograph*

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Upcoming promotions over the next quarter will include:

- Free Car Parking – Christmas Day, Boxing Day and New Year’s Day
- Australia Day celebrations
- Lunar New Year – Installation of lunar tree and lantern
- Council Annual Lunar New Year celebration

Leasing, Licensing and Property Management

Council’s leasing and licensing portfolio of 143 assets and 1 vacant residential property due to renovations prior to leasing.

Property Class	Total	Vacancies
Community	30	0
Sporting	8	0
Telecommunication	15	0
Residential	25	1
Commercial	27	0
Property Development Fund	4	0
Dutton Plaza	33	0
Total	142	1

Property Acquisitions, Sales and Services

Other key milestones in Q1 include:

- a) Finalisation of lease renewal with Fairfield Nursery School
- b) Handover completed for 38 Arthur Street Cabramatta
- c) Completion of new licence over Fairfield Community Service Centre
- d) Completion of new lease over Shop 2 Dutton Plaza Cabramatta
- e) Completion of lease renewal over Shop 1 40 Harris Street Fairfield
- f) Purchase of 107-109 Harris Street Fairfield for Open Space

Community Facilities

The Community Facilities team manages the casual and regular hire of Council’s facilities such as offices, halls, sportsfields, tennis courts and community buses. They ensure facilities are maintained to the appropriate standards by undertaking condition inspections, attending to customer and hirer enquiries and responding to programmed repair/renewal works.

The following table depicts the total number of casual and regular bookings and users of Council’s halls, buses, tennis courts, futsal courts and sportsfields this quarter compared to the same quarter in the previous fiscal year of 2023-2024.

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Number of Bookings						
Year	Total Bookings	Halls	Bus	Tennis	Futsal	Sports field
2024-2025 Q1	8350	2325	8	2228	506	3,283
2023-2024 Q1	7407	2285	18	1624	228	3,252
% Change	+12%	+1%	-55%	+37%	+121%	0%

This quarter experienced an overall increase of 12% in bookings across the portfolio, with a significant increase in futsal courts hire of 121% and tennis court hire of 37% compared to the same period in the previous year. The increase for tennis court hire demonstrates patrons are receptive to the newly introduced online booking platform.

Data shows the hall and sportsfields bookings remaining stable during this period.

The hire of buses has seen a decrease due to insurance requirements for the drivers. A review will be carried out with an aim to improve hire utilisation.

Tennis

Following completion of the online booking platform rollout, our regular tennis hirers have been notified as from 1 January 2025, Council will no longer be accepting regular bookings manually. All bookings will be completed through Council's website or scanning QR code at the tennis court venue.

Hirers have been offered a step-by-step instruction guide on how to use the booking system and additional assistance where required. Hirers can continue to retain keys with access to the toilets, until Council has installed a PIN pad for toilet facilities.

Community Halls

Due to severe weather, the newly installed timber flooring at Villawood Community Hall has sustained damage. The hall will remain closed pending the outcome of investigation findings and a report to Council.

Since the opening of the Hub@Bonnyrigg Community Centre, the Bamul Room being the largest hire space remains the most utilised. This hall is being hired for social functions every weekend, reflecting its popularity and community engagement.

There has also been growing interest from community organisations seeking to become regular hirers of the facility, further enhancing its role as a vibrant community hub.

The Community Garden and Office Space have been successfully allocated via the expression of interest process. Council is actively working with the tenants to finalise arrangements for access and use of these facilities.

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In addition, works for the Community Garden are scheduled to commence to build a new shelter covering the outdoor kitchen area including installation of a kitchen and reconfiguration of garden beds. Stage 2 works of installation of a combined garage shed and garaport will follow thereafter.

Sportsfields

This quarter has seen the conclusion of the winter season with several clubs extending their hire to end of September as they qualified for the Champions of Champions tournament.

Allocations for summer season applications have been completed and hirers have been notified of their outcome. The start of the official summer season commenced on 1 October 2024.

The upcoming annual renovation program of sportsfields will also commence in-line with the official summer season. To ensure the program allows our sportfields to properly repair and restore, the proposed early access for the winter season will be presented at the next Sports and Recreation Advisory Group. The presentation will outline the proposal for early access to commence no earlier than 6 weeks before the official winter season ie. 10 February 2025.

Futsal Courts

The 2 futsal courts at Emerson Street Reserve remain temporarily closed due to recurring issues with the court base, continual anti-social behaviour and illegal, inappropriate use of the courts which have caused further damage. The police have been notified, however this remains an ongoing issue. Hirers were notified that the courts will remain closed until they are repaired.

The additional 2 futsal courts, Courts 3 and 4 are scheduled to be completed and be available for bookings by mid- late October 2024.

Endeavour Sports Park

Endeavour Sports Park futsal courts were officially opened to the public for bookings on 4 September 2024 through Council's Online Booking App. As anticipated, the demand for the 2 courts has been high, with consecutive bookings during weekdays between 5.30pm to 9:30pm and nearly full-day bookings on weekends between 9.00am to 9.30pm.

Bookings have been positively received from a diverse range of individuals and organisations. It is expected that the transition from the current introductory rate to the new standard rate will have minimal impact on the overall demand.

It is anticipated that the increased volume of bookings will help mitigate anti-social behaviour at the site, as well as reduce instances of unauthorised access, such as people jumping the fence to use the courts without a booking.

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This quarter has also seen the delivery of the new multipurpose courts which are now available for use. This includes 8 Netball Courts, 3 Basketball Courts, 3 Volleyball Courts, Badminton and Pickleball Court. These are freely accessible to the community. Lighting is automatically programmed from 5.00pm to 10.00pm, 7 days a week.

At present, users are encouraged to scan the onsite QR code to register their use of these facilities. Later in the year, it will be a requirement for users to scan and register their use and a PIN will be issued. This PIN will enable users to access lighting and toilet facilities at the upgraded netball amenity (expected delivery in November).



Figure 11- Completion of new Endeavour Sports Park futsal courts

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Figure 12- Completion of new Endeavour Sports Park multipurpose courts

Aelina Truong
Manager Property

Authorisation:
Director City Assets

Services Committee - 3 December 2024

File Name: **CSC03122024_5.DOCX**

***** END OF ITEM 170 *****

SERVICES COMMITTEE

Meeting Date 3 December 2024

Item Number. 171

SUBJECT: Information Report - NO24 - 2025 Concrete Pulverising, Crushing and Screening Services

FILE NUMBER: 24/20438

PREVIOUS ITEMS: 102 - RFT 101-25 Concrete Pulverising, Crushing and Screening Services - Services Supplementary Reports - 23 Jul 2024

REPORT BY: Shalan Rao, Procurement Manager

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

Council undertook a procurement process to source a provider of Concrete Pulverising, Crushing and Screening Services at the Sustainable Resource Centre. The outcome of the Request for Tender was submitted to Ordinary Council in a Supplementary Services Chairperson's Report on 23 July 2024. At this meeting Council resolved to undertake negotiations to enter into a temporary contract for a period of 3 months and then a longer-term agreement beyond the temporary contract period. Following negotiations, a preferred tenderer and offer was shortlisted.

Due to conditions imposed during the Council elections caretaker period regarding the value of contracts that can be entered into, a short-term 3 month contract offer was accepted by the General Manager on 2 September 2024 (under delegation). This contract ends in December 2024, therefore, a longer-term contract needs to be entered into in order for the Sustainable Resource Centre to continue operating.

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A Supplementary Services Chairperson's Report will be submitted to the Ordinary Council meeting scheduled for Tuesday 10 December 2024 for Council to consider acceptance of the recommendations by the Evaluation Panel for a 3-year term of agreement.

Shalan Rao
Procurement Manager

Authorisation:
Director City Delivery
Executive Director & CFO

Services Committee - 3 December 2024

File Name: **CSC03122024_12.DOCX**

***** END OF ITEM 171 *****

SERVICES COMMITTEE

Meeting Date 3 December 2024

Item Number. 172

SUBJECT: Information Report - RFT 111-25 Stockdale Detention Basin

FILE NUMBER: 24/12758

REPORT BY: Alex Sachet, Procurement Specialist

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 3 Environmental Sustainability* in the Fairfield City Plan.

SUMMARY

Council issued a public Request for Tender (RFT) 111-25 for construction works associated with the Stockdale Detention Basin on 17 September 2024.

The RFT closed on 30 October 2024 with 12 submissions received. Council officers will assess all submissions with the evaluation process scheduled to be completed by 27 November 2024.

A Supplementary Services Chairperson's Report will be submitted to the Ordinary Council meeting scheduled for Tuesday 10 December 2024 for Council to consider acceptance of the recommendations by the Evaluation Panel.

SERVICES COMMITTEE

Meeting Date 3 December 2024

Item Number. 172

Alex Sachet
Procurement Specialist

Authorisation:
Procurement Manager
Executive Director & CFO

Services Committee - 3 December 2024

File Name: **CSC03122024_11.DOCX**
***** END OF ITEM 172 *****