

# Outcomes Committee



## AGENDA

**DATE OF MEETING:** 2 December 2025

**LOCATION:** Staff Lunch Room

**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**  
**Outcomes Committee**  
**Meeting Date: 02 December 2025**

<b>ITEM</b>	<b>SUBJECT</b>	<b>PAGE</b>
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<b>SECTION A</b> <b>'Matters referred to Council for its decision'</b>		
<b>120:</b>	<u>Sponsorship - Jeepney Transportation Vehicle Initiative</u> File Number: 24/10021 .....	5
<b>SECTION B</b> <b>'Matters submitted to the Committee for decision subject to the right of referral'</b>		
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<b>122:</b>	<u>Fairfield City Museum &amp; Gallery Collection Policy</u> File Number: 12/02787 .....	29
<b>123:</b>	<u>Major Projects Update - November 2025</u> File Number: 23/34318, 23/13402 .....	40
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<b>125:</b>	<u>Bonnyrigg Town Centre Committee - November 2025</u> File Number: 25/12143 .....	60
<b>126:</b>	<u>Mayor's Crime Prevention Reference Group - November 2025</u>  <b>AT-A</b> - Mayor's Crime Prevention Reference Group Meeting Minutes - 17 November 2025 - <i>RESTRICTED - 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)(e) of the Local Government Act, 1993, on the grounds that:</i> <i>(e) information that would, if disclosed, prejudice the maintenance of law.</i> <i>and dealing with the matter in Open Session would be, on balance, contrary to the public interest.</i> File Number: 25/00437 .....	69
<b>127:</b>	<u>Multicultural Advisory Committee - November 2025</u> File Number: 12/05729 .....	77
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**AGENDA**  
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**Meeting Date: 02 December 2025**

**130: Information Report - Monthly Investment Report November 2025**  
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# Outcomes Committee



## SECTION A

**'Matters referred to Council for its decision'**

## OUTCOMES COMMITTEE

Meeting Date 2 December 2025

Item Number. 120

**SUBJECT:** Sponsorship - Jeepney Transportation Vehicle Initiative

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**FILE NUMBER:** 24/10021

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**REPORT BY:** Holden Frisoli, Manager Economic Development

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### RECOMMENDATION:

That:

1. The Sponsorship Proposal from Amazon Commercial Services for thirty thousand dollars (\$30,000.00 exc. GST), be adopted.
2. The funds be received into the 2025/2026 Operational Plan for the operation of a night-time transport Jeepney and its expenditure for that purpose, be voted.

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### SUPPORTING DOCUMENTS:

<a href="#">AT-A</a>	Amazon Commercial Services - ABN Current Details	1 Page
<a href="#">AT-B</a>	Amazon Commercial Services - ASIC Search	1 Page
<a href="#">AT-C</a>	Sponsorship Agreement - Jeepney - Final	9 Pages

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### CITY PLAN

This report is linked to *Theme 4 Strong and Resilient Economy* in the Fairfield City Plan.

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### SUMMARY

Council is establishing 2 Special Entertainment Precincts (SEPs) in Canley Heights and Canley Vale. To improve safety, enhance night-time mobility and connect both SEPs, Council is implementing a night-time transport vehicle, a custom built Jeepney, to assist the community in travelling between the 2 centres and accessing Canley Vale Train Station from Canley Heights.

This report discusses a sponsorship agreement to support the initiative. A risk assessment has been undertaken on the sponsorship proposal to ensure compliance with Council Policy.

This report seeks adoption by Council of the sponsorship from Amazon Commercial Services, that will provide a total of \$30,000.00 (excluding GST) for a period of 12-months to cover the operational cost of running the vehicle.

**Background**

In July 2024, Council adopted the Fairfield Economic Development Strategy, which identified the Visitor Economy as 1 of 4 Economic Development priorities. Several initiatives under this priority, including the SEPs, the Uptown District Program, Purple Flag accreditation and the 'The Canleys' branding, are aimed at improving safety, vibrancy and economic activity in Canley Heights and Canley Vale.

To further strengthen connectivity between the 2 SEPs, a safe and culturally relevant transport vehicle is proposed in the form of a Jeepney, a traditional Southeast Asian (predominantly Philippine) vehicle which will suit the character of 'The Canleys' as an authentic Southeast Asian dining destination.



*Figure 1 – Example of a Jeepney*

To offset operational costs and ensure sustainability, Council has received a sponsorship proposal for this initiative.

**Purpose**

Council's Sponsorship Policy – Procedures and Guidelines No.0-034 states a sponsorship agreement for a 3-year period and/or over \$20,000.00 per annum (including in-kind sponsorship) requires Council approval. The main points of the Policy are:

1. Assessing and managing risk and probity.
2. Setting guidelines for entering into sponsorship agreements and what sponsorships Council will and will not undertake.
3. The methods to be used in seeking and negotiating sponsorship.
4. Monitoring procedures to be used to measure sponsorship outcomes for Council, the general public and the sponsor.

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### Seeking and Negotiating Sponsorship

On 16 May 2025, the Cabramatta Moon Festival Sponsorship Proposal was circulated to 223 prospective sponsors. Amazon Commercial Services expressed interest in sponsoring the Moon Festival and a willingness to support other community initiatives.

Further discussions on 25 June 2025 confirmed Amazon's interest in sponsoring the Jeepney initiative. The unsolicited proposal for Jeepney sponsorship was assessed against Council's Sponsorship Policy, including suitability, risk, alignment with Council values and potential reputational considerations.

Historically, large-value sponsorships have come from local hospitality or gaming venues. Amazon Commercial Services represents a new category of sponsor as a major employer in Western Sydney with no reliance on gambling revenue.

As per section 5 of Council's Sponsorship policy, a current company extract obtained from the Australian Securities and Investments Commission detailed:

Company	Trading Name	Amount	Ownership
Amazon Commercial Service Pty Ltd	Amazon Australia	\$30,000.00 excluding GST	Amazon Commercial Services is owned by its parent company Amazon.com, Inc

(For businesses under Amazon Commercial Services, see Attachment A and B)

Internal due diligence checks have been undertaken as follows:

COMPANY	Finance Debtor check	Reputational Risk	Current Development Application	Legal Action (involving Council)	Food Safety Offences
Amazon Commercial Services Pty Ltd	Satisfies	No issues have been identified	No	No	N/A

### Code of Conduct and Risk Assessment

The Code of Conduct requires the identification of possible conflicts of interest which may arise in relationship to sponsorship arrangements. No such issues have been identified.

### Sponsorship Benefits

The full sponsorship agreement is Attachment C. The key benefits to Amazon Commercial Services are:

1. Branding on the Jeepney via a rooftop signage box. Council's logo will also be displayed, with final placement subject to approval by both organisations.
2. Inclusion in marketing and social media content on Council's Facebook and Instagram.

## OUTCOMES COMMITTEE

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3. Amazon logo on Council SEP webpage and Jeepney schedule.
4. Invitation to Jeepney launch.

The above benefits to the sponsor are consistent with other Council sponsorship arrangements.

The sponsorship provides direct financial benefits to Council by offsetting operational and maintenance costs associated with the Jeepney. Additional non-financial benefits include:

1. Enhanced marketing reach through association with a major global brand.
2. Reputational uplift through partnership with a well-recognised, non-gambling-related organisation.
3. Diversification of Council's sponsorship portfolio, which has historically relied heavily on local hospitality and gaming venues.
4. Strong economic strategic alignment, noting Amazon's significant workforce presence in Western Sydney.

In accordance with Council's Sponsorship Policy – Procedures and Guidelines, all requirements have been met:

1. A risk assessment has been completed.
2. A sponsorship proposal was prepared in line with section 2.1 (cash sponsorships).
3. Sponsor attraction and assessment were undertaken in line with section 3, noting this was treated as an unsolicited sponsorship proposal and assessed against the policy principles.
4. Negotiation processes complied with section 5, including consultation with all relevant internal departments (Finance; Communications and Marketing; Strategic Planning; Governance; Building Control and Compliance).
  - o As this is not a food-related sponsorship, a NSW Food Authority check was not required.

## CONCLUSION

Council's Sponsorship Policy requires that sponsorship agreements in excess of a total value of \$20,000.00 (plus GST), whether a single use or multi-year sponsorship agreement, be put to Council for approval.

This report has detailed the sponsorship agreement and associated risk assessment that will provide a total of \$30,000.00 (excluding GST) in cash sponsorship for the operation of a Jeepney vehicle to improve connectivity between the Canley Heights and Canley Vale Special Entertainment Precincts.

In accordance with Council's policy, it is recommended that Council accept the sponsorship of \$30,000.00 (excluding GST) for the Jeepney vehicle for a period of 12-months from Amazon Commercial Services (ABN: 30 616 935 623), and that the funds be received into the 2025/2026 Operational Plan for the operation of the vehicle and its expenditure for that purpose, be voted.

**OUTCOMES COMMITTEE**

**Meeting Date 2 December 2025**

**Item Number. 120**

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**Holden Frisoli**  
**Manager Economic Development**

**Authorisation:**  
Director City Strategy

Outcomes Committee - 2 December 2025

File Name: **OUT02122025\_12.DOCX**  
\*\*\*\*\* END OF ITEM 120 \*\*\*\*\*



# ABN Lookup

## Current details for ABN 30 616 935 623

### ABN details

Entity name:	AMAZON COMMERCIAL SERVICES PTY LTD
ABN status:	Active from 01 May 2017
Entity type:	<a href="#">Australian Private Company</a>
Goods & Services Tax (GST):	Registered from 01 May 2017
Main business location:	NSW 2000

### Business name(s)

A business name is the registered name a business operates under. Businesses need to register their business name on the national Business Names Register if the business operates with a different name to their own. To learn more visit the [ASIC website](#).

Business name	From
<a href="#">METRO - GOLDWYN - MAYER</a>	01 May 2025
<a href="#">MGM</a>	01 May 2025
<a href="#">MGM / UNITED ARTISTS</a>	01 May 2025
<a href="#">MGM TELEVISION</a>	01 May 2025
<a href="#">UNITED ARTISTS</a>	01 May 2025

### ASIC registration - ACN or ARBN or ARSN or ARFN

616 935 623 [View record on the ASIC website](#)

### Deductible gift recipient status

Not entitled to receive tax deductible gifts

#### Disclaimer

The Registrar makes every reasonable effort to maintain current and accurate information on this site. The Commissioner of Taxation advises that if you use ABN Lookup for information about another entity for taxation purposes and that information turns out to be incorrect, in certain circumstances you will be protected from liability. For more information see [disclaimer](#)

#### Warning Statement

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**ATTACHMENT B**

Item: 120

Amazon Commercial Services - ASIC Search

**Australian Company**AMAZON COMMERCIAL SERVICES PTY LTD  
ACN 616 935 623

Extracted from ASIC's database at AEST 07:21:46 on 07/11/2025

**Company Summary**

Name: AMAZON COMMERCIAL SERVICES PTY LTD

ACN: 616 935 623

ABN: 30 616 935 623

Registration Date: 20/01/2017

Next Review Date: 20/01/2026

Status: Registered

Type: Australian Proprietary Company, Limited By Shares

Locality of Registered Office: SYDNEY NSW 2000

Regulator: Australian Securities &amp; Investments Commission

Further information relating to this organisation may be purchased from ASIC.

# Outcomes Committee



## SECTION B

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

## OUTCOMES COMMITTEE

Meeting Date 2 December 2025

Item Number. 121

**SUBJECT:** Sponsorship - Cabramatta Lunar New Year 2026

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**FILE NUMBER:** 24/19787

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**REPORT BY:** Danielle McVernon, Major Events & Sponsor Officer

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### RECOMMENDATION:

That the Principal Sponsorship Proposal for the Cabramatta Lunar New Year Festival detailed in the report, be adopted.

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### SUPPORTING DOCUMENTS:

<b>AT-A</b>  Mekong Mounties - ABN Current Details	2 Pages
<b>AT-B</b>  Mekong Mounties - ASIC Check	1 Page

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### CITY PLAN

This report is linked to *Theme 4 Strong and Resilient Economy* in the Fairfield City Plan.

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### SUMMARY

This report outlines sponsorship Expressions of Interest (EOIs) valued at over \$20,000.00 and seeks Council's endorsement of 1 Principal Sponsor for the Cabramatta Lunar New Year 2026 event. In accordance with Council's Sponsorship Policy Procedures and Guidelines (Policy) a risk assessment has been undertaken on the Mekong Mounties proposal to provide a total of \$27,500.00 (including GST) in cash sponsorship for the event.

### Background

The Cabramatta Lunar New Year festival is 1 of Council's major events within the annual Major Events Calendar. Lunar New Year, also known as Chinese New Year or Spring Festival, is a significant cultural celebration that symbolises renewal, family unity and the hope for prosperity in the coming year.

Planning for the Cabramatta Lunar New Year 2026 event to be held on Saturday 28 February 2026 is well underway. To meet the financial and operational needs of the event, it is necessary to secure sponsorship from local businesses, community organisations and external corporate partners.

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### Council's Sponsorship Policy Procedures and Guidelines

Council has a policy in place to guide sponsorship. In accordance with Council's Policy, a Major Sponsorship EOI for a 3-year period and/or over \$20,000.00 per year (including in-kind sponsorship) requires Council approval.

The main points of the Policy are concerned with:

1. Assessing and managing risk and probity;
2. Setting guidelines for entering into sponsorship agreements and what sponsorships Council will and will not undertake;
3. The methods to be used in seeking and negotiating sponsorship; and
4. Monitoring procedures to be used to measure sponsorship outcomes for Council, the general public and the sponsor.

### Seeking and Negotiating Sponsorship

On 5 November 2025, the Cabramatta Lunar New Year 2026 Sponsorship Expression of Interest (EOI) was circulated to 221 prospective sponsors, with a preliminary risk assessment undertaken under the Policy.

The following Major Sponsorship EOI response was received from the organisations canvassed, with current company extracts obtained from the Australian Securities and Investments Commission on 19 November 2025.

Internal due diligence checks have been undertaken as follows:

Company	Trading Name	Level	Board of Directors/Members (Based on Shareholdings – Top 20)
Mount Pritchard & District Community Club Ltd	Mekong Mounties	Principal Sponsor (\$27,500.00 including GST)	<b>President</b> <ul style="list-style-type: none"><li>Stephen Fitzpatrick</li></ul> <b>Directors</b> <ul style="list-style-type: none"><li>John Joseph Dean</li><li>Trevor James Foreman</li><li>Jeanette Carol McNevin</li><li>Donna Williams</li><li>Pamela Hansen</li><li>Trevor Wilks</li><li>Steve Soares</li><li>Leon Hansen</li></ul>

## OUTCOMES COMMITTEE

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COMPANY	Finance Debtor check	Reputational Risk	Current Development Application	Legal Action (involving Council)	Food Safety Offences
Mount Pritchard & District Community Club Ltd	Satisfies	No issues identified	No	No	No

### Code of Conduct and Risk Assessment

The Code of Conduct requires the identification of possible conflicts of interest which may arise in relationship to sponsorship arrangements. No such issues have been identified.

### Official Opening

The Official Opening for Cabramatta Lunar New Year will take place on Saturday 28 February 2026 within the Cabramatta Town Centre commencing at 11.00am.

### CONCLUSION

This report outlined the major sponsorship proposal received for the 2026 Cabramatta Lunar New Year event and the associated risk assessment. The proposal by Mekong Mounties will provide a total of \$27,500.00 (including GST) in cash sponsorship from the Principal Sponsor.

Council's Sponsorship Policy - Procedures and Guidelines requires that sponsorship agreements exceeding a total value of \$20,000.00 (plus GST), whether a single-use or multi-year sponsorship agreement, be put to Council for approval.

In accordance with Council's Policy, it is recommended that Council accept the following major sponsorship for the 2026 Cabramatta Lunar New Year event:

- Mounties Group (Mount Pritchard & District Community Club Ltd ACN: 000 458 622) as Principal Sponsor at \$27,500.00 including GST.

## OUTCOMES COMMITTEE

Meeting Date 2 December 2025

Item Number. 121

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Danielle McVernon  
**Major Events & Sponsor Officer**

**Authorisation:**

Manager Cabramatta Place  
Deputy General Manager & CFO

Outcomes Committee - 2 December 2025

File Name: **OUT02122025\_14.DOCX**

\*\*\*\*\* END OF ITEM 121 \*\*\*\*\*



# ABN Lookup

## Current details for ABN 98 000 458 622

### ABN details

Entity name:	MOUNT PRITCHARD & DISTRICT COMMUNITY CLUB LTD
ABN status:	Active from 13 Apr 2000
Entity type:	<a href="#">Australian Public Company</a>
Goods & Services Tax (GST):	Registered from 01 Jul 2000
Main business location:	NSW 2170

### Business name(s)

Business name	From
<a href="#">Opulence 254</a>	29 Jul 2024
<a href="#">Opulence by Mounties</a>	29 Jul 2024
<a href="#">Babylon Bites</a>	24 Jul 2024
<a href="#">Signature Hair by Mounties</a>	14 May 2024
<a href="#">Mounties Health &amp; Fitness</a>	27 May 2022
<a href="#">BREAKERS COUNTRY CLUB</a>	21 Mar 2022
<a href="#">M Brasserie</a>	22 Jun 2021
<a href="#">ClubCare</a>	03 May 2021
<a href="#">Spinners Restaurant</a>	15 Apr 2021
<a href="#">Mounties Flamez Hair Dezign</a>	13 Apr 2021
<a href="#">HALEKULANI BOWLING CLUB</a>	22 Mar 2021
<a href="#">Club Wyong</a>	15 Mar 2021
<a href="#">The Oven at Mounties</a>	11 Mar 2021
<a href="#">JUMBO SEAFOOD RESTAURANT</a>	01 Mar 2021
<a href="#">Mounties Academy of Excellence</a>	01 Feb 2021
<a href="#">Major Fun</a>	05 Nov 2020
<a href="#">Major Fun - Freshwater</a>	05 Nov 2020
<a href="#">Major Fun - Mount Pritchard</a>	05 Nov 2020
<a href="#">Mounties Delivers</a>	14 Jul 2020
<a href="#">Mounties Centre of Excellence</a>	08 Jul 2020
<a href="#">Watermark Freshwater</a>	16 Feb 2015
<a href="#">Abruzzi Sports Club</a>	10 May 2013
<a href="#">Club Italia</a>	10 May 2013
<a href="#">Festa Di San Eurosia</a>	10 May 2013
<a href="#">Festa Di San Marco</a>	10 May 2013
<a href="#">Festa Di SS Martiri</a>	10 May 2013
<a href="#">Fogolar Furlan Sydney</a>	10 May 2013
<a href="#">The Veneto Club of Sydney</a>	10 May 2013
<a href="#">IGNITE HEALTH &amp; FITNESS</a>	18 Apr 2013
<a href="#">Mekong Club Mounties Group</a>	18 Dec 2012
<a href="#">Mekong Mounties Group</a>	18 Dec 2012
<a href="#">Triglav Club Mounties Group</a>	18 Dec 2012



## ABN Lookup

Business name	From
<a href="#">Triglav Mounties Group</a>	18 Dec 2012
<a href="#">Club Italia Mounties Group</a>	04 Dec 2012
<a href="#">MOUNTIES GROUP</a>	11 Aug 2006
<a href="#">HARBORD DIGGERS CLUB</a>	21 Jul 2006
<a href="#">HARBORD DIGGERS</a>	30 Jun 2006
<a href="#">M1 MOUNTIES</a>	08 Sep 2005
<a href="#">MI HEALTH CLUB</a>	08 Sep 2005
<a href="#">MOUNTIES BOWLING CLUB</a>	07 May 2004
<a href="#">MOUNTIES</a>	13 Apr 2000
<a href="#">MT PRITCHARD &amp; DISTRICT COMMUNITY AND BOWLING CLUB</a>	13 Apr 2000

### Trading name(s)

From 1 November 2025, ABN Lookup will not display trading names and will only display registered business names. For more information, click [help](#)

Trading name	From
MT PRITCHARD COMMUNITY CLUB ORMOUNTIES	10 May 2000

### ASIC registration - ACN or ARBN or ARSN or ARFN

000 458 622 [View record on the ASIC website](#)

### Deductible gift recipient status

Not entitled to receive tax deductible gifts

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MOUNT PRITCHARD & DISTRICT COMMUNITY CLUB LTD

AFS representative number 001309931

Information displayed is current as of 5:00 AM AEDT 19 November 2025.

Representative summary

Name: MOUNT PRITCHARD & DISTRICT COMMUNITY CLUB LTD

AFS representative number: 001309931

Status: Current

ABN: 98 000 458 622

ACN: 000 458 622

Representative commenced: 20/06/2024

Representative ceased: Not applicable

Principal place of business address: 254 HUMPHRIES RD MOUNT PRITCHARD NSW 2170 AUSTRALIA

Licensees represented

NEXT PAYMENTS PTY LTD

**Licensee details**

Name: NEXT PAYMENTS PTY LTD

Licensee number: 474743

ACN: 160 985 106

ABN: 59 160 985 106

Commenced: 28/09/2015

Ceased: Not applicable

**Representative details**

Name: MOUNT PRITCHARD & DISTRICT COMMUNITY CLUB LTD

AFS representative number: 001309931

ABN: 98 000 458 622

ACN: 000 458 622

Appointment commenced: 20/06/2024

Appointment ceased: Not applicable

Other role: Not applicable

Appointed by

authorised representative name: Not applicable

Australian financial services

authorised representative number: Not applicable

ABN: Not applicable

Classes: Provide general financial product advice only  
Arrange for a person to deal in a financial product/Issue, apply  
for, acquire, vary or dispose of a financial product

Same authorisation as

licensee: No

Principal place of business address: 254 Humphries Rd Mount Pritchard NSW 2170 Australia

## OUTCOMES COMMITTEE

Meeting Date 2 December 2025

Item Number. 122

**SUBJECT:** Fairfield City Museum & Gallery Collection Policy

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**FILE NUMBER:** 12/02787

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**PREVIOUS ITEMS:** 197 - Fairfield City Museum & Gallery Collection Policy - Services Committee  
- 01 Dec 2020  
13 - Library and Museum Policies -Revised and Updated - Services Committee - 12 Feb 2013

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**REPORT BY:** Carmel Aiello, Co-ordinator Museum and Gallery

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### RECOMMENDATION:

That the Fairfield City Museum & Gallery Collection Policy, be adopted.

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### SUPPORTING DOCUMENTS:

**AT-A** [!\[\]\(82ace3c1cdce20e5f8670b9f0a4207cd\_img.jpg\)](#) Fairfield City Museum & Gallery Collection Policy 2025 9 Pages

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### CITY PLAN

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

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### SUMMARY

Council Policy 0-110 Fairfield City Museum & Gallery (FCMG) Collection Policy (Collection Policy) is due for review. The policy remains unchanged in principle, with only minor administrative updates to reflect new storage locations, practices and requirements.

### DISCUSSION

The Collection Policy provides the framework for acquiring, caring for, conserving, preserving and promoting Fairfield City Council's Social History Collection.

The purpose of this policy is to define clear guidelines regarding the scope and extent of the Collection. It supports effective management, preservation and housing of the Collection to ensure its long-term accessibility for our community, both for now and in the future.

## OUTCOMES COMMITTEE

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Since the last review, Council has constructed a purpose-built Art and Heritage Storage facility, providing a secure, climate-controlled environment that enhances the care and conservation of the Collection. The policy has been updated to reflect the facility's role in housing and safeguarding the Collection.

Minor changes to the Collections Policy include:

- 2.6 Conservation and Storage (Page 5-6)

This section has been updated to remove former storage areas and include the new Art and Heritage Object Collection Space in the Administration Building at Wakeley.

### CONCLUSION

Council Policy 0-110: Fairfield City Museum & Gallery (FCMG) Collection Policy has been reviewed and updated to reflect new storage locations, practices and requirements. It is recommended that Council adopt the revised FCMG Collection Policy which supersedes the previous FCMG Collections Policy (2020).

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Carmel Aiello  
**Co-ordinator Museum and Gallery**

**Authorisation:**

Manager Libraries and Museum  
Director City Assets

Outcomes Committee - 2 December 2025

File Name: OUT02122025\_13.DOCX

\*\*\*\*\* END OF ITEM 122 \*\*\*\*\*

## ATTACHMENT A

Item: 122

Fairfield City Museum & Gallery Collection Policy 2025

FAIRFIELD CITY COUNCIL – CITY & COMMUNITY SERVICES	
POLICY NO. 0-110	FAIRFIELD CITY MUSEUM & GALLERY COLLECTION POLICY



### 1. SECTION 1 - INTRODUCTION

#### 1.1 BACKGROUND

Fairfield City Museum & Gallery (FCMG) was established in 1983. FCMG's Collection (the Collection) was originally compiled from donations of objects by residents.

Subsequently, the Collection has undergone numerous audits, including a review in 2020 conducted by external consultants. Since that time, this Policy has been subject to minor amendments to reflect changes in relevant external requirements and Council Policy.

This Policy supersedes the 2020 FCMG Collections Policy.

#### 1.2 PURPOSE

This Policy establishes clear guidelines in relation to the scope and extent of the Collection. It aims to facilitate the management, preservation and housing of the Collection to ensure its ongoing accessibility to our community now and into the future.

The Collection comprises a set of physical and electronic resources used to:

- Enrich knowledge, understanding and experience of the history of Fairfield City.
- Contribute to and foster critical historical and cultural debate.
- Create a sense of place.
- Interpret thematically the history and development of Fairfield City.
- Conserve heritage for the benefit of the community and future generations.
- Provide an educational and research facility for the community.

#### 1.3 SCOPE

This Policy applies to FCMG's practices in relation to the object collection housed in the Art and Heritage Collection Store located in Fairfield City Council's Administration Building, Wakeley. It excludes the Fairfield City Council's Art Collection and Fairfield City Open Libraries' Local Studies Collection.

#### 1.4 DEFINITIONS

Word/Term	Definition
Collection	FCMG defines a Collection as referring to all objects that have an Accession Number in the collection database or are waiting to be assigned an Accession Number.
Accession number	A unique identifier number that distinguishes one object from another. The entry number is sequential according to when the object was acquired.
Administrator	FCMG defines Administrator as the Museum & Gallery Coordinator and/or the Curator.
Acquisition	The method of acquiring collection objects whether by purchase, gift, bequest, exchange, discovery, fieldwork or other method. In the usual understanding of the word, acquisition into an institution's collection results in the transfer of the legal ownership, custody or control of the object to the institution.

**ATTACHMENT A**

Item: 122

Fairfield City Museum &amp; Gallery Collection Policy 2025

FAIRFIELD CITY COUNCIL – CITY & COMMUNITY SERVICES	
POLICY NO. 0-110	FAIRFIELD CITY MUSEUM & GALLERY COLLECTION POLICY



Collection Database	A database that assists with the documentation and monitoring of a Collection. It is where information and images of a Collection object is accessed, maintained and stored.
Collection Management System	Is the type of Collection Management Database. Most common database systems used in Collection Management are Vernon CMS, Mosaic, Axiell Emu, E Hive for example. FCMG currently uses MOSAIC PLUS 12 and Recollect databases.
Conservation	Aims to minimise changes to the fabric of objects to protect them from the adverse effects of climate and chemical deterioration.
Preservation	Refers to the protection of cultural property by minimising chemical and physical deterioration with a focus on improved storage conditions and environmental controls. The primary goal of Preservation is to prolong the existence of cultural objects.
De-accession	The process by which an object is permanently removed from a Collection.
Significance Assessment	Significance Assessment is the process of researching and understanding the significance of an object and /or a Collection.
Statement of Significance	The 'Statement of Significance' is the summary of how and why an object or Collection is significant.
Provenance	Includes history and chain of ownership of an object from the time of its discovery or creation to the present day, through which authenticity and legal title are determined.

**1.5 LEGISLATIVE CONTEXT**

Name	Location
<i>NSW State Heritage Inventory</i>	FCMG's collection is listed on the NSW State Heritage inventory and is protected by the following legislation. <a href="https://www.environment.nsw.gov.au/heritageapp/ViewHeritageItemDetails.aspx?ID=1570052">https://www.environment.nsw.gov.au/heritageapp/ViewHeritageItemDetails.aspx?ID=1570052</a>
<i>Protection of Movable Cultural Heritage Act 1986 (Commonwealth)</i>	<a href="https://www.legislation.gov.au/Details/C2014C00597">https://www.legislation.gov.au/Details/C2014C00597</a>
<i>NSW Heritage Amendment Act 1998</i>	<a href="https://www.legislation.nsw.gov.au/acts/1998-138">https://www.legislation.nsw.gov.au/acts/1998-138</a>
<i>Aboriginal and Torres Strait Islander Heritage Protection Act 1984</i>	<a href="http://www.environment.gov.au/topics/heritage/laws-and-notices/indigenous-heritage-laws">http://www.environment.gov.au/topics/heritage/laws-and-notices/indigenous-heritage-laws</a> <a href="http://www.comlaw.gov.au/Series/C2004A02943">http://www.comlaw.gov.au/Series/C2004A02943</a>
<i>International Council of Museums Code of Ethics for Museums</i>	<a href="https://icom.museum/en/activities/standards-guidelines/code-of-ethics/">https://icom.museum/en/activities/standards-guidelines/code-of-ethics/</a>
<i>Local Government Act 1993 (NSW)</i>	<a href="https://www.legislation.nsw.gov.au/#/view/act/1993/30">https://www.legislation.nsw.gov.au/#/view/act/1993/30</a>

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### 1.6 STAKEHOLDERS

FCMG staff, Institutions and individuals who have donated objects for inclusion in the Collection.

### 2. SECTION 2 - POLICY

#### 2.1 OBJECTIVE AND GOALS

This Policy informs the decision-making process for shaping the collection and provides guiding principles for the acquisition, loan, maintenance and deaccession of objects and is a reference document to be used in conjunction with appropriate available professional expertise and resources.

FCMG's vision is to inspire an interest in our past and publicly present exhibitions that reflect our changing community. FCMG collects, documents, displays and interprets the heritage of the diverse cultural groups that live in Fairfield City.

FCMG aims to involve and strengthen our diverse community through our visual arts, history, culture, heritage, the Collection and exhibition programs, reaching out to the wider Australian community by showcasing our unique social history. This is achieved through:

- Effective management and conservation of the Collection.
- Conducting a range of education and public programs.
- Creating a quality exhibition program.
- Promoting FCMG and its Collection to target groups to increase the usage of the organisation.
- Developing partnerships with business and community organisations and educational institutions.
- Providing heritage advice and information on Fairfield City's history.

All collecting activity and Collection Management processes are conducted in accordance with the International Council of Museums (ICOM) Code of Ethics for Museums and within the framework of the NSW Heritage Office Movable Heritage Principles.

This Policy shall be reviewed every 5 years to ensure its relevance and accuracy in relation to the ICOM Code of Ethics for Museums and within the framework of the NSW Heritage Office Movable Heritage Principles, and to ensure strategic collecting priorities reflect the changing nature of Fairfield City.

#### 2.2 POLICY STATEMENT

Fairfield City Council is committed to preserving its heritage and values the many stories and histories of its natural and built sites, residents and communities.

FCMG will ensure the Collection reflects the cultural diversity of Fairfield City, including Aboriginal and Torres Strait Islander communities.

FCMG acknowledges the historical and educational significance of its social history Collection and is responsible for its development, conservation, care, and display.

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FCMG will provide public access to the Collection through exhibitions, publications, the Recollect database, and by offering access to the Collection store and records for research or study purposes.

### 2.3 APPLICATION & IMPLEMENTATION

The following section outlines the process for the acquisition of objects for the Collection.

- FCMG will shape its Collection of local social history objects acquired since 1980, through policy, and partnerships with the community to develop the Collection and represent the cultures of the communities living in Fairfield City.
- FCMG will seek additional funding where appropriate, including grants and fundraising initiatives, in addition to the annual budget provided by Council for Collection management.
- Upon accession, objects will be receipted, documented, photographed, and condition-reported. Research will be conducted, and details entered into the Collection Database, including Description, History, Provenance, Maker, Condition, and Statement of Significance.
- FCMG will provide supervised public access to the Collection and related reference materials, where appropriate.
- FCMG will not display any object whose condition would be seriously compromised.

### 2.4 COLLECTION AREAS

FCMG will collect objects of significance to the Fairfield City area that document:

- The history of the Fairfield City Council (which includes 27 suburbs), including all periods through to the present day.
- Objects relating to the history of the businesses and heritage buildings in the Vintage Village, and their owners or occupants.
- Aboriginal life.
- Commerce and local industries (e.g. wineries, farming, tanneries, orchards, blacksmithing, poultry farming, dairy farming, bakeries).
- Spirituality and places of worship.
- Migrant groups living in Fairfield City.
- Prominent local personalities.
- Education and health.
- Military history.
- Fairfield City Council history.
- Domestic life.
- Sport, leisure, culture and entertainment.

### 2.5 ACQUISITION

FCMG will acquire objects for the Collection through donation. When considering a proposed donation, FCMG's Administrator will examine its compatibility with the Collection Policy. Special onerous conditions attached to objects offered may be rejected if they inhibit the use of the object. In caring for and developing the Collection, FCMG will consider the following:

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- The resources required for housing and maintaining objects before acquisition.
- Acquisition only when valid title can be assigned; act as custodian if ownership is in question until resolved.
- Religious or spiritual sanctions, including those of Aboriginal and Torres Strait Islander groups; consult relevant communities regarding Indigenous material offered as a donation.
- Compliance with the Australia Heritage Act and relevant NSW and Commonwealth legislation concerning cultural heritage protection.
- Cooperation and consultation with other museums to accurately document and build the Collection.

FCMG will only accept objects that meet the following criteria:

- Suitable for use in current or future displays
- Significant to the history of Fairfield City
- Strong, well-documented provenance
- Sound physical condition
- Not duplicated in the Collection
- Adequate funds and resources available for storage and conservation

FCMG will only collect the following types of objects, ensuring strong significance to Fairfield City and consideration of storage capabilities:

- Objects of historical or cultural importance
- Framed photographs, where the frame itself holds historical significance and is associated with the image. Photographs relating to the local area will be forwarded to Local Studies at Whitlam Library, Cabramatta, for cataloguing and storage.
- Books, only if not duplicated in the Local Studies Collection
- Paper-based documents, only if not duplicated in the Local Studies Collection
- Textiles

## 2.6 CONSERVATION AND STORAGE

Art and Heritage Collection Store located in Fairfield City Council's Administration Building, Wakeley.

FCMG is mindful of its obligations to the local and wider community in caring for our Collection of social history objects. FCMG is committed to preserving our Collection and safeguarding this valuable resource for future generations. Conservation guidelines have been established to maintain objects in a stable and secure environment, to prevent further deterioration.

FCMG recognises that preventative conservation, which involves taking all reasonable and practicable precautions to prevent and minimise damage to the Collection, is the most effective means of conserving cultural materials. This is achieved in the following ways:

### 2.6.1 Storage

- Development of a regular cleaning roster (4 times per year) of the Vintage Village.
- Engagement of the services of a professional pest management company experienced in museum collections.

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- Regular inspections by staff to look for evidence of damaging agents such as pests, light, mould, dust and others.

#### 2.6.2 Handling

Staff and volunteers are trained in the guidelines and procedures for the proper handling and moving of museum objects.

#### 2.6.3 Display

Regular inspections will be undertaken to monitor conditions of objects on display.

#### 2.6.4 Preventive conservation

Available funding for conservation treatment for individual objects will only be undertaken for significant objects, rated A or B.

#### 2.6.5 Disaster Preparedness

The *Disaster Preparedness Plan* will be reviewed and updated as necessary. FCMG staff are required to be trained in the implementation of the plan in the event of a disaster. The Museum & Gallery Coordinator is responsible for providing, managing, and ensuring the effectiveness of this training, including maintaining staff competence and compliance.

#### 2.6.6 Documentation

Collection object movements must be recorded in the collection management database.

### 2.7 LOANS

These guidelines refer to both the inward borrowing of objects from other organisations and individuals, and the outward loan of objects from FCMG's Collection to other museums and cultural institutions. These guidelines are designed to provide access to and promote the Collection, to aid FCMG in the borrowing of objects, and to provide protection for the objects, the lenders and borrowers. Both inward and outward loans must be entered in the Inwards and Outwards *Loans Registers* in Objective (Objective Id qA142059 & qA142060).

#### 2.7.1 Inward loans

- FCMG will only borrow objects if Council can provide appropriate storage or exhibition facilities. Loans will be requested for the purposes of exhibition and determined on a case-by-case basis.
- The maximum standard loan period is one year but can be renegotiated prior to the return date, with the agreement of both parties. Indefinite or permanent loans are not permitted.
- All inward loans will have an *Inward Loan Agreement* completed, which includes a condition report and an identifying photograph. All objects on loan are to be listed on the *Inward Loans Register*. Copies of the *Inward Loan Agreement* will be kept by FCMG and by the lender.
- FCMG ensures all objects borrowed for the value stated on the loan agreement unless the lender agrees to waive insurance. If the lender elects to maintain its own insurance, FCMG will agree to the loan only if the Lender names FCMG as an Additional Insured or waives the subrogation of its rights against FCMG.

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- The lender will be acknowledged in all labels, catalogues and other publications that refer to the loan object in the form agreed upon in the *Inward Loan Agreement*.
- FCMG will meet all reasonable costs associated with the loan of an object including loan fees, conservation, packing and shipping costs.

### 2.7.2 Outward loans

FCMG is aware of the benefits of loaning our Collection objects to other museums and cultural institutions. This will only be possible if the borrowing museum has strict procedures in place to properly look after the objects according to internationally accepted Museum standards, including minimum environmental and security standards. FCMG's responsibility to care for its Collection will be considered when evaluating proposals to lend objects. Outward loans will be determined on a case-by-case basis.

- The maximum standard loan period will be one year, but can be negotiated prior to the return date, with the agreement of both parties. Indefinite or permanent loans are not permitted.
- Requests for outward loans will be considered and if appropriate permitted, only for the purposes of exhibition.
- All outward loans will have an *Outward Loan Agreement* completed, which includes a *Condition Report* and an identifying photograph. All items on loan are to be listed on the *Outward Loans Register*. Copies of the *Outward Loan Agreement* will be kept by FCMG and by the lender. All outward loans must be recorded on the *Outward Loans Register* located in Objective.
- Travelling exhibitions: Loans will only be approved for travelling exhibitions if FCMG is satisfied that all venues conform to the required minimum standards of security and care and that the proposed method of transport will not expose the objects to risk of damage.
- Insurance: All objects on loan from FCMG will be insured by the borrower in accordance with the *Outward Loan Agreement*.
- Credit: FCMG will be acknowledged in all labels, catalogues and other publications that refer to the loan object in the form agreed upon in the *Outward Loan Agreement*. The credit line for objects displayed in exhibitions will read: *On loan from Fairfield City Museum & Gallery*.
- Costs: The borrower will meet all reasonable costs associated with the loan of an object including conservation, packing and transport costs. Any costs will be determined by FCMG and discussed with the borrower before the Agreement is finalised.

### 2.8 DEACCESSION AND DISPOSAL

FCMG reserves the right to deaccession objects as a necessary part of developing and refining the Collection to its fullest potential. The deaccessioning of any object from the Collection will be approached with caution and due consideration. All museum objects considered for deaccessioning must be approved by the Administrator.

- Full documentation of the object, including the reason for deaccessioning, will remain in the Collection Management System. The original Accession Number of a deaccessioned object will never be reassigned.
- Any proceeds from deaccessioning will be remitted to the FCC cost centre associated with management of the FCMG Collection.

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- Donated objects that do not meet the criteria for accessioning may be disposed of if they are of no further use or are damaged/worn through use at FCMG.
- Objects may be deaccessioned for the following reasons:
  - No significance to the history or culture of Fairfield City
  - No potential use in current or future displays
  - Lack of associated information or provenance
  - Outside the collecting areas defined by this policy
  - Irretrievably damaged or beyond the museum's capacity to restore
  - Duplicated within the Collection

FCMG will dispose of objects in a manner it considers most beneficial to the collection and future of the object in accordance with the requirements of the FCC Disposal of Asset Policy and authorised delegations. Subject to the value of the object, possible disposal methods include:

Return to the donor or donor's family

- Donations to other institutions in the cultural sector.
- Sale/Auction.
- Change of status to prop or educational tool.
- Recycled or destroy.

### 3. SECTION 3 - GOVERNANCE

#### 3.1 RELATED POLICIES/PROCEDURES

<b>Policies</b>	0-110 Fairfield City Museum & Gallery Exhibition Policy 0-001a FCC Code of Conduct 0-017 Information Management Policy 0-044 Disposal of Assets Policy FCC Delegations Register
<b>Plan</b>	Fairfield City Museum & Gallery Strategic Plan Disaster Preparedness Plan
<b>Procedure</b>	QMF-MG-004 Assessment of Significance QMF-MG-005 Significance Assessment Checklist QMF-MG-006 Reminder Letters for Return of Donated Objects QMF-MG-007 Painting - Condition Report QMF-MG-008 Textiles - Condition Report QMF-MG-009 Works on Paper - Condition Report QMF-MG-010 Letter for Return of Donated Objects QMF-MG-012 Photographs - Condition Report QMF-MG-013 Three Dimensional Objects - Condition Report QMF-MG-014 Receipt Register Form QMF-MG-015 Object Information Form QMF-MG-016 Catalogue Worksheet QMF-MG-017 Object Disposal Register QMF-MG-018 Inward Loans Register QMF-MG-019 Outward Loan Register QMF-MG-020 Outward Loan Condition Report QMF-MG-021 Receipt Form and Deed of Gift

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	QMF-MG-022 Catalogue Register Form QMF-MG-023 Condition Worksheet QMF-MG-024 Deaccessioning & Disposal Worksheet QMF-MG-025 Inward Loan Agreement QMF-MG-026 Outward Loan Agreement
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**3.2 RESPONSIBILITY**

Policy Owner	Museum & Gallery Coordinator, Fairfield City Museum & Gallery
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**3.3 RISK**

If this policy is not adhered to, the longevity and condition of the Collection is at risk of deteriorating beyond repair or lost.

**3.4 VERSION CONTROL AND CHANGE HISTORY**

Version Number	Approval Date	Approved by	Amendment
3	2 December 2025	Services Committee	Revision of Policy to reflect current legislative and policy requirements,

The management of Council reserves the right to cease, modify or vary this Policy and will do so in accordance with Council's established consultation processes.

**3.5 REVIEW DATE**

Policy be reviewed in 2030 or when required.

**3.6 AUTHORISATION**

This Policy was authorised by the Outcomes Committee on 2 December 2025, item number .

## OUTCOMES COMMITTEE

Meeting Date 2 December 2025

Item Number. 123

**SUBJECT:** Major Projects Update - November 2025

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**FILE NUMBER:** 23/34318, 23/13402

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**REPORT BY:** Mark Gray, Major Projects Co-ordinator; Stuart McDougall, Major Projects Co-ordinator; Nina Tran, Project Manager; Mohammad Mamun, Project Manager; Mario Rajanayake, Senior Contracts and Planning Engineer; Suhail Sayeed, Contracts and Planning Co-ordinator

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### RECOMMENDATION:

That the report be received and noted.

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### SUPPORTING DOCUMENTS:

There are no supporting documents for this report.

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### CITY PLAN

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

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### SUMMARY

The high-level status of the major projects is shown in the following table.

Project	Status	Summary of Critical or Evolving Risk
Fairfield Showground Community and Events Centre		The State Significant Development Application (SSDA) has completed its public exhibition and submissions are being assessed for response. The Expression of Interest (EOI) for Head Contractor is completed. Preliminary works approvals nearing completion and procurement commencing in February 2026.
Brenan Park		Detailed design and cost management alignment continue with the 50% design review complete.
Mimosa Road Detention Basin		Project is on track with scheduled completion in March 2026.
Avenel Park		The Aboriginal Heritage Impact Permit (AHIP) process is nearing completion.

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Project	Status	Summary of Critical or Evolving Risk
Nelson Park		Project is scheduled for completion in early December.

Key:

	<b>Critical risk or issue affecting project delivery</b>
	<b>Evolving risk to be managed</b>
	<b>Project on track</b>

Key actions or activities in the last period:

- The Community and Events Centre
  - Submissions during public exhibition of the State Significant Development Application (SSDA) being assessed for responses to be lodged.
  - The 100% detailed design to be completed by December 2025.
  - Expression of Interest (EOI) for the head builder closed with 10 submissions received and 7 companies shortlisted.
  - Detailed design for the replacement amenities to maintain operations during construction of the main building is due to go to procurement in January 2026.
  - Construction of the early works for the roads and car parks are being scheduled for procurement to start in early 2026.
  - Information package out to Council's Preferred supplier list for Amenities building construction.
- Endeavour Sports Park
  - Project completed and now in Defects Liability.
- Brenan Park
  - The 50% design package is currently under review by the Project Team. The associated Quantity Survey will be updated and finalised following completion of the 80% detailed design.
  - The request for tender will be released post-Christmas.
- Stockdale Reserve
  - Works are complete and currently in defects liability.
- Mimosa Road Detention Basin
  - The delays associated with the Sydney Water main have been resolved and project schedule set for a March 2026 completion.
  - This project is coordinating the upgrade to the floodlighting for Powhatan Park with the power pole and fixtures ordered (long lead time item). Works are due for completion at the end of February 2026.
- Nelson Park
  - Works are programmed for completion in early December 2025.

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### PROJECT: FAIRFIELD SHOWGROUND COMMUNITY AND EVENTS CENTRE

The Fairfield Showground Community and Events Centre (SP24913) (FCEC) is a recreation and events facility integrated with Fairfield Showground's operations.

In November 2023 Council engaged Noel Bell Ridley Smith and Partners (NBRS) as the lead architect for the design development of the Showground facility. Savills Project Management Pty Ltd has been appointed to provide specialist project management services to support project delivery.

#### Project Status Overview

The works currently underway are:

- Exhibition Period for the SSDA closed on 4 November with 6 NSW agencies (Rural Fire Service, Heritage NSW, State Emergency Services, Fire and Rescue NSW, Transport for NSW and NSW Department of Climate Change, Energy, the Environment and Water) and DPHI providing a response to submission.
- Review of Environmental Factors (REF) for a new 2-way circulation service road and car parking on site was lodged in September 2025, with approval expected by mid-January 2026.
- Detailed design for the service road and car parking has commenced.
- The 70% detailed design for the Community and Events Centre is complete with 100% detailed design to be completed by December 2025.
- Preparation of a facility management plan for the new complex and site to balance activities (events, markets, etc.) and site constraints.
- Procurement planning for the delivery of the Community and Events Centre, Amenities Building and upgrade of roads and car parking.
- Notification to the Office of Local Government (OLG) under the Capital Expenditure (CAPEX) Guidelines.

#### Project Scope

The building layout, including dimensions and expected use, are defined and being developed further in the detailed design process. The building footprint displaces 2 existing buildings and an amenities block. This includes the removal of the building used by the dog training club.

The new amenities building is to be delivered before the demolition of the existing facilities. This is to maintain suitable toilet facilities to meet demand arising from the markets and events during construction.

Changes to the existing access road (from 1-way to 2-way) are also required. This is being programmed to occur before the main contractor occupies the footprint for the new facility as part of the strategy to minimise impact on site operations.

A building management system has been incorporated into the project.

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Figure FCEC 1: Facade Design for the new facility

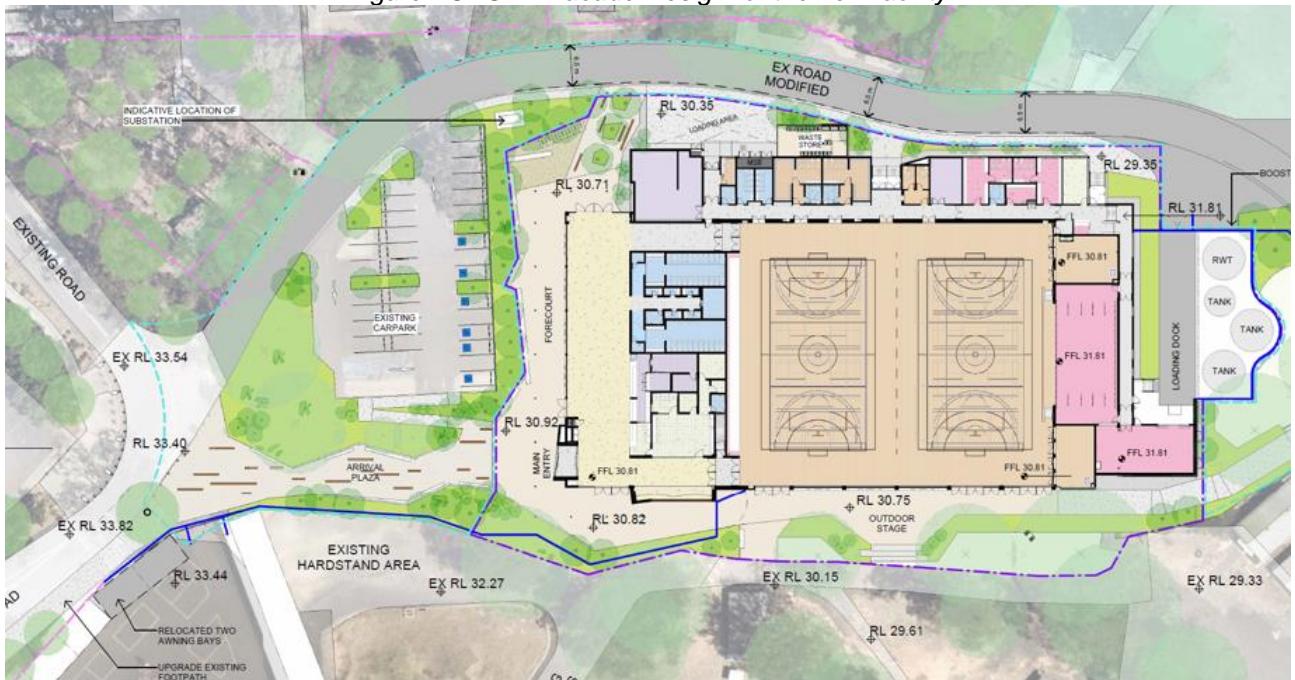


Figure FCEC 2: Site Plan Ground Level

### Project Exclusions

The project includes the concept design for the overflow car park on the adjacent golf course (as the access influences the road layout and parking numbers). However, funding for the design and construction of the overflow parking area and access road/bridge is not included in the project.

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### Site Master Planning

Council is looking at options for additional site parking, links to overflow parking, increased event and market awning spaces. This includes reviewing the design of the open space between the new centre and market awning to optimise connectivity and functionality of the space. Further advice is expected in early 2026.

### Project Funding

The project involves a significant expenditure of funds to build the new facility. Council adopted the 2025/26 – 2028/29 Delivery Program at its May 2025 Council Meeting. This included the Community and Event Centre funding as follows:

Funding Source	2025/26	2026/27	2027/28	2028/29
General	\$33			
Infrastructure Reserve		\$2,639	\$13,960	
Section 7.11		\$1,235		
Section 7.12	\$5,000	\$3,000	\$4,540	
WSIG Grant	\$7,500	\$13,724		
<b>Total</b>	<b>\$12,533</b>	<b>\$20,598</b>	<b>\$18,500</b>	

Note: Values are in '000's.

A key element of the project funding is the Western Sydney Infrastructure Grant (WSIG) – Council Allocation of \$28 million.

The overall cost of the project is set to not exceed \$60 million within the existing scope.

### Grant Agreement

Council nominated the Community and Event Centre for the Local Government allocation under the WSIG program. A funding deed variation request was submitted for a revised project scope (arising from the change from recreation focus to events/entertainment focus) in May 2025. This variation request was approved in August 2025.

### Project Milestones

Key Milestones	Target Date	Status
<b>MAIN FACILITY</b>		
Concept Design Revision	June 2024	Complete
Consultant Reports for SSDA submission	May 2025	Complete
SSDA Lodgement	September 2025	Complete
Expression of Interest (EOI)	September 2025	Complete
Detailed Design Completion	December 2025	On Track
Select RFT for Main Building Construction	March 2026	On Track
Construction Commencement	September 2026	On Track
Construction Completion for Main Building Works	March 2028	On Track

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Key Milestones	Target Date	Status
<b>ANCILLARY BUILDINGS/WORK</b>		
Request for Quote (RFQ) Detailed Design	April 2023	Complete
REF Authorisation	September 2023	Complete
REF Modification	December 2025	On track
Contractor Procurement	January 2026	Not Commenced
Commence Replacement of Ancillary Buildings	April 2026	Not Commenced
Construction Completion Ancillary Buildings	September 2026	Not Commenced
<b>ROADS AND CARPARKING</b>		
Concept Design for Carparking	May 2025	Complete
REF Submission	September 2025	Complete
REF Authorisation	December 2025	Delayed
Contractor Procurement	February 2026	Not Commenced
Construction Commencement for Roads and Carparking	April 2026	Not Commenced
Completion of Roads and Carparking	August 2026	Not Commenced

The project commenced detailed design at the start of August 2025. This will develop the design sufficiently for a Design and Construct tender and allows Council to develop key aspects of the design to ensure intent and performance is met, ie. stage fit out and arrangement.

### Project Status

<b>MAIN FACILITY</b>	
Concept Design	95%
Planning Approval	10%
Detailed Design	70%
Construction	0%
<b>ANCILLARY BUILDINGS</b>	
Concept Design	100%
Planning Approval	100%
Detailed Design	90%
Construction	0%
<b>ROADS AND CARPARKING</b>	
Concept Design	100%
Planning Approval	70%
Detailed Design	30%
Construction	0%

### Procurement Activity

The procurement pathway is through an Expression of Interest (EOI) followed by a Selective Request for Tender (RFT), aimed at focusing on good governance and maximising value for money while managing financial and environmental risks.

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**Stage 1: EOI Release** – Invite submissions based on experience, capacity and community project understanding.

**Stage 2: Selective RFT** – Shortlisted firms invited to submit detailed tenders.

Stage 1 is complete.

Timing of Stage 2 is dependent on the progress of the SSDA determination. This is a risk-based decision as to when the RFT should be released and relates to whether approval is issued and the proposed conditions of consent.

### Project Cost Estimate and Contingencies

<b>Project Commitments</b>	\$4,710,000.00
<b>Projects Actuals to 30 November 2025</b>	\$3,710,000.00
<b>Project Limit</b>	\$60,000,000.00

### Budget Summary 2025/2026 Operational Plan

<b>Project (CAPEX) Budget 25/26</b>	\$5,051,388.00
<b>Projects Actuals to 30 November 2025</b>	\$3,710,000.00
<b>Forecast Expenditure 25/26 (Dec 2025 – Jun 2026)</b>	\$2,000,000.00
<b>Budget Position 25/26</b>	Within Budget

### Project Risks

The current significant risks for the project are:

- Managing changes to scope and deliverables

As the project design cycle advances the impact of changes can be significant on costs, time and performance of the facility.

Managing change is an important project control to avoid unwanted cost escalations and delays in delivery timeframes.

- SSDA Process

The SSDA was submitted in September 2025. While the SSDA process engages the proponent through the design development phase, there remains a risk that the SSDA may be refused, or the proposed conditions may compromise the operation of the facility and/or site in a manner Council finds unacceptable.

- Impact on Showground Operations

Staging of the works is important to minimise impact on the current operations, events and the Wednesday and Saturday markets.

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### PROJECT: ENDEAVOUR SPORTS PARK - SPORTS HUB

The official opening of Endeavour Sports Park (the Park) was completed in October 2025. The project is now in Defects Liability for 12 months.



### PROJECT: BRENAN PARK PLAYGROUND

This project's scope is for a new playground at Brenan Park, near the existing community hall on Bourke Street. The project is funded by the NSW Government's WSIG Program with contributions from Council.

The detailed design for the landscape package and the feature play element are progressing with the 80% design documentation due in November. This has identified the deliverables within the existing budget allocation and stretch targets (provision items subject to funding availability within the budget).

The landscape design is being integrated with the Remediation Action Plan (RAP) requirements.

An adjustment to the grant agreement will need to be sought to reflect the final solution achieved. This is not expected to change the overall deliverables and community outcomes.

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On completion of the detailed design, the Landscape Construction package will be released to the Landscape Contractors Panel.

Additional elements relating to half basketball court and additional features coming off the main tower element are being assessed.

### Other Projects in Brenan Park

Council is also programming the construction of an off-leash dog park and improved lighting around the walking path within Brenan Park. Another proposal to look at planting trees to provide colour and shade along the walking path and at the playground, is being examined.

Co-ordination of these works to have them completed in the same timeframe is also being assessed.

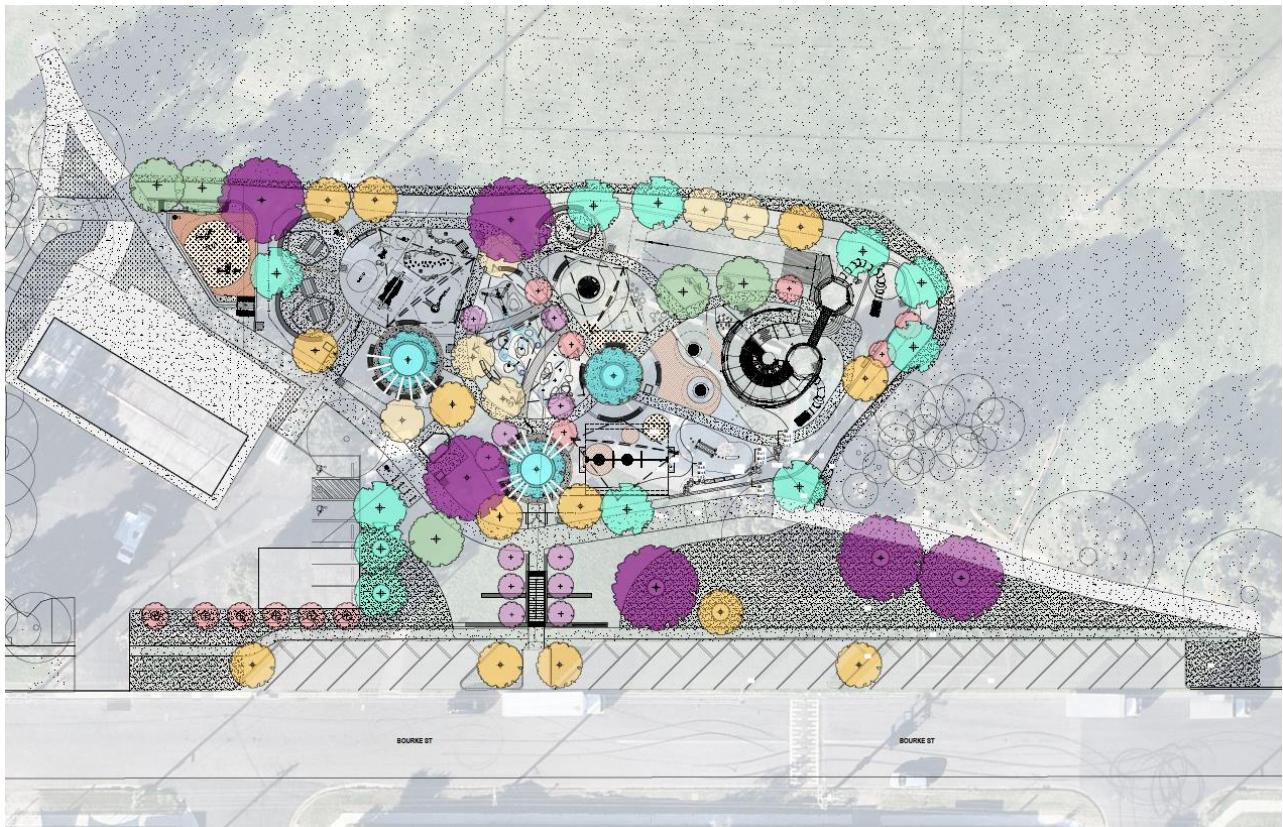


Figure Brenan 1: Playground Site Layout

### Project Milestones

Key Milestones	Target Date	Comment
RAP and Concept Plan Approved	February 2025	Complete
Detailed Design Completion	November 2025	Delayed
Completion of Tender Construction Package	December 2025	On Track
Construction Procurement	December 2025 – February 2026	On Track
Construction Commencement	April 2026	On Track

## OUTCOMES COMMITTEE

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Key Milestones	Target Date	Comment
Construction Completion	December 2026	On Track

### Procurement Activity

The Project Team has commenced discussions with the Procurement Team to prepare folders and documentation for procurement on:

1. Brenan Park - Main Construction (RFT)
2. Main Play Tower (existing contract)
3. Long Lead Play Equipment (RFQs)



Figure Brenan 1: Playground Site Layout

### Project Status

Planning Approval									60%
Detailed Design									70%
RFT Construction									5%
Construction									0%

### Project Risks

- Minimising changes to the scope as the project develops.
- Effectiveness of the RAP in managing contamination within forecast costs.

## PROJECT: MIMOSA ROAD DETENTION BASIN

The upgrade works at the site include:

## OUTCOMES COMMITTEE

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- Reconstructing the detention basin walls.
- Increasing the capacity of the culvert under Mimosa Road.
- Repairing the downstream rock revetment to address scour issues along the banks.

These works are being carried out in response to Dam Safety NSW requirements and are partially funded by Australian Government grants.

### Project Status

- Earthwork 85% complete.
- Upstream and downstream culverts replacement complete.
- Footpath along Comanche Road is complete.
- Bank stabilisation works are complete at Orphan School Creek.
- Electric, gas and water reconnection completed.
- Encapsulation pit backfilling completed.

Design										100%
Construction									1	85%

### Budget Summary

Project CAPEX Budget	Committals	Actuals	Budget Position
\$7,068,334.00	\$6,943,262.00	\$5,461,762.00	Within budget

### Project Timeline

Key Milestone	Target Date	Status
REF Approval	July 2023	Complete
RFT Released to Market	19 September 2023	Complete
Construction Commencement	May 2024	Complete
Construction Completion	March 2026	On Track

### Project Risks

- Traffic management on Mimosa Road for box culvert works.
- Wet Weather delay.

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Figure Mimosa 1: Construction of the Outlet and culvert

### Powhatan Reserve Lighting

In addition to this project and as a separate project / budget Council has now pre ordered the lighting poles and are awaiting their delivery to site.

This project's RFQ is currently out at market (for trenching, installation and other works).

### **PROJECT: AVENEL PARK**

The new playground focuses on older youths by including a skate area, multi-purpose courts, exercise equipment and a sprint track. The project is jointly funded by the WSIG program and Council.

The bulk of the playground was completed in November 2024 and opened in early December 2024.

There are a couple of remaining pieces to be installed to complete the gym and exercise node which requires an AHIP to be issued. Excavation pit testing was completed in July with further advice to be sought from the registered Aboriginal Parties. When this process is complete an Aboriginal Cultural Heritage Assessment Report can be submitted to Heritage NSW for approval.

## OUTCOMES COMMITTEE

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A draft AHIP was issued to Council this month for Council to review and comment. Council has now responded to the draft conditions and reissued to the department.

Once the AHIP is issued, timing for the additional works will be finalised.

### PROJECT: NELSON PARK

Nelson Park is partly subsidised by the Local Small Commitments Allocation, NSW Government Funding. The project is an expansion on the existing playground featuring more play equipment, embankment play, a 25m flying fox and a fitness area.

The main issues with this project were the widespread contamination on-site and the design changes from tender to construction.

- **Contamination** – the original design specified to re-use the topsoil on site as a cost-saving strategy rather than disposing of all soil. During demolition, there was evidence of widespread contamination across the site, significantly more than allowed for.
- **Design Changes:**
  - Increase of concrete area for cube seating.
  - Increase of soft-fall area to avoid electrical services.
  - Shift of embankment area to avoid the light pole in pedestrian circulation.
  - Increase of flying fox area to meet the desired levels.
  - Addition of no-fines concrete to protect all hardscape.

#### Project Status

- Remediation works, including excavations of footings, are now complete.
- All play equipment has been installed.
- Contractor is now working on hardscape and softscape.

Design									100%
Construction									90%

#### Budget Summary

Project CAPEX Budget	Committals	Actuals	Budget Position
\$1,170,000.00	\$1,121,552.88	\$980,745.08	Within budget

There is a requirement to increase the budget due to the unexpected finds (contamination) on site and the design changes cost. The funding has been adjusted.

## OUTCOMES COMMITTEE

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Figure Nelson 1: Nelson Park Layout

### Project Timeline

Key Milestone	Target Date	Status
RFT Released to Market	10 December 2024	Complete
Construction Commencement	26 May 2025	Complete
Construction Completion	December 2025	On Track

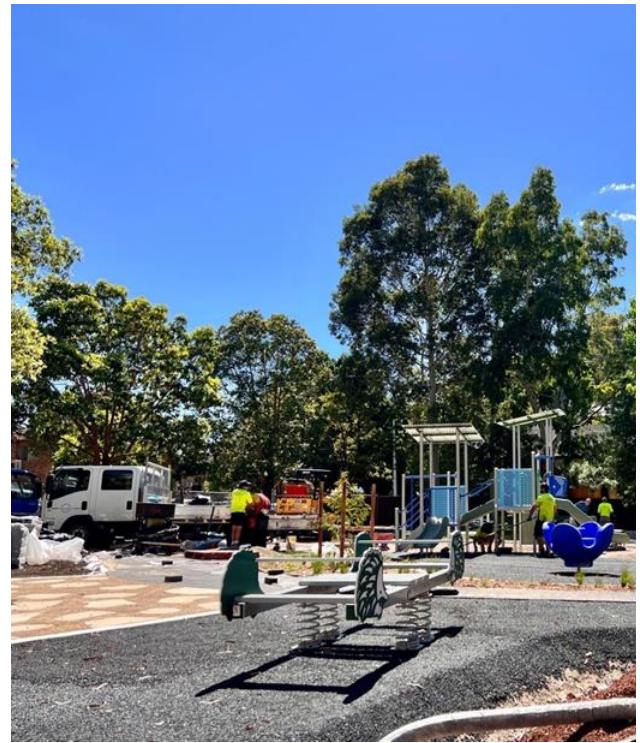
### Project Risks

- Nil

## OUTCOMES COMMITTEE

Meeting Date 2 December 2025

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*Figure Nelson 2: Nelson Park Construction Site*

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**Mark Gray**  
**Major Projects Co-ordinator**

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**Stuart McDougall**  
**Major Projects Co-ordinator**

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**Nina Tran**  
**Project Manager**

## OUTCOMES COMMITTEE

Meeting Date 2 December 2025

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Mohammad Mamun  
**Project Manager**

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Mario Rajanayake  
**Senior Contracts and Planning  
Engineer**

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Suhail Sayeed  
**Contracts and Planning Co-  
ordinator**

**Authorisation:**  
Manager Major Projects and Planning  
Director City Delivery

Outcomes Committee - 2 December 2025

File Name: **OUT02122025\_7.DOCX**  
\*\*\*\*\* END OF ITEM 123 \*\*\*\*\*

## OUTCOMES COMMITTEE

Meeting Date 2 December 2025

Item Number. 124

**SUBJECT:** Arts Advisory Committee - November 2025

---

**FILE NUMBER:** 24/17314

---

**REPORT BY:** Josie Cavallaro, Community Projects and Partnerships Officer

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### **RECOMMENDATION:**

That the Minutes of the Arts Advisory Committee meeting held on Wednesday 5 November 2025 be received and noted.

---

### **SUPPORTING DOCUMENTS:**

**AT-A**  Arts Advisory Committee Minutes November 2025 2 Pages

---

### **CITY PLAN**

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

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### **SUMMARY**

The Arts Advisory Committee (AAC) is comprised of community representatives, councillors and Council officers who have a commitment to arts and cultural development in the Fairfield Local Government Area (LGA).

The AAC provides advice on the Fairfield City Culture and Creativity Plan and other relevant strategic documents. This includes advice on possible funding sources for creative and cultural projects, strategic partnerships and the growth of arts and cultural development opportunities within the LGA.

The AAC met on Wednesday 5 November 2025 and the minutes are provided in Attachment A.

The main points discussed by the AAC include:

- Creatives in the Neighbourhood Update
- Scoping a Creative Hub for Fairfield: Needs and Opportunities
- Fairfield Artist Directory Discussion

## OUTCOMES COMMITTEE

Meeting Date 2 December 2025

Item Number. 124

### CONCLUSION

It is recommended that the minutes of the Arts Advisory Committee meeting held on 5 November 2025 be received and noted.

The next AAC meeting will take place on 11 March 2026.

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Josie Cavallaro  
**Community Projects and  
Partnerships Officer**

**Authorisation:**

Co-ordinator Community Projects and Partnerships  
Manager Social Planning and Community Development  
Director City Assets

Outcomes Committee - 2 December 2025

File Name: **OUT02122025\_5.DOCX**

\*\*\*\*\* END OF ITEM 124 \*\*\*\*\*

ATT A



**ARTS ADVISORY COMMITTEE  
Minutes  
05 November 2025**

**Time:** 5.30PM to 7:42PM

**Venue:** Fairfield City HQ, 17 Kenyon Street Fairfield

**Chair:** Josie Cavallaro

**Minutes:** Tepy Moth

**Next meeting:** 11 March 2026

**Attendance:** Josie Cavallaro (FCC), Tepy Moth (FCC), Amy La, Caroline Lie, Kiriaki Zakinthinos, Michelle Huynh, Thuy Nguyen, Veronica Avila, Juan Guillermo Robayo Gomez

**Apologies:**

Councillor Dai Le, Councillor Kate Hoang, Helena Citroni, Kawssar Hanbouy

Meeting commenced at 5:54PM

**1. Acknowledgement of Country and Welcome**

An Acknowledgement of Country was given.

**2. Review of Previous Minutes**

Moved: Amy La

Seconded: Kiriaki Zakinthinos

**3. Code of Conduct**

This agenda item was deferred to the next Arts Advisory Committee meeting.

**4. Creatives in the Neighbourhood Update**

Creatives Walk on Country was held on Saturday 27 September at Fairfield Park. Led by Dharug knowledge holders, the bushwalk engaged 27 participants and concluded with a yarning circle at the Fairfield Youth and Community Centre.

Concepts explored for the 2026 program include:

- A panel discussion on arts, artificial intelligence (AI) and ethics
- A Fairfield artist trivia night
- A potential collaboration with Accessible Arts to present on arts and disability

- A place-based art and food trail celebrating Fairfield's historic and diverse creative identity

**5. Scoping a Creative Hub**

The concept of a Fairfield Creative Hub was revisited to address ongoing gaps in local arts infrastructure and to support the growth of the region's creative sector. The discussion emphasised the importance of benchmarking community needs through consultation and analysing approaches from other successful creative hubs. The Committee will play a guiding role in the benchmarking process, drawing on available insights and sector knowledge. Importantly, data collected will inform future iterations of Council's Community Facilities Strategy, ensuring that evolving community needs and creative sector priorities are reflected in long-term planning.

**6. Fairfield Arts Directory Discussion**

The potential to host a Fairfield Artist Directory within the Community Directory platform was presented. It was decided that the purpose and function of the directory needs to be workshopped further at the next meeting.

**Other Business**

- Sharing of committee activities

**7. Meeting Close**

Meeting closed at 7:42pm

Next meeting: Wednesday 11 March 2026

**Actions arising from previous minutes**

Item	Action	Status	Responsibility	Timeframe
2025/1	Consult with local government and arts sectors advisors on methodologies for benchmarking creative hubs	In progress	CPPO	March
2023/3	Explore ways to improve information on fee structure on Council halls and Community Centre online booking site	In progress	CPPO	Ongoing

## OUTCOMES COMMITTEE

Meeting Date 2 December 2025

Item Number. 125

**SUBJECT:** Bonnyrigg Town Centre Committee - November 2025

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**FILE NUMBER:** 25/12143

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**REPORT BY:** Jessica Healey, Manager Fairfield and Parks Place

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### **RECOMMENDATION:**

That the Minutes of the Bonnyrigg Town Centre Committee Meeting held on 6 November 2025 be received and noted.

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### **SUPPORTING DOCUMENTS:**

**AT-A** [!\[\]\(467cf3bb4620edf3c53f1f0b10f80c09\_img.jpg\)](#) Bonnyrigg Town Centre Committee - November 2025 6 Pages

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### **CITY PLAN**

This report is linked to *Theme 4 Strong and Resilient Economy* in the Fairfield City Plan.

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### **SUMMARY**

A meeting of the Bonnyrigg Town Centre Committee (Committee) was held on Thursday 6 November 2025 at Council's Administration Building (see Attachment A).

The Committee members consist of councillors and various stakeholders of Parks Place, including representatives of local retail and commercial businesses, community organisations and Places of Worship.

### **BONNYRIGG TOWN CENTRE COMMITTEE**

The Committee oversees the development and implementation of the Bonnyrigg Action Plan. This includes various projects and activities to help achieve the vision for Bonnyrigg Town Centre. Key projects and activities discussed at the November meeting are noted below.

### **Fairfield City Council Update**

#### Mayoral Update

The Mayor provided a general update on key projects and initiatives that included:

## OUTCOMES COMMITTEE

Meeting Date 2 December 2025

Item Number. 125

- Brenan Park upgrade will include play equipment, seated picnic spots and green space and landscaping. Endeavour Park upgrade has been completed featuring multipurpose courts and synthetic soccer fields.
- Plans are underway to designate Canley Vale and Canley Heights Town Centres as Special Entertainment Precincts. This initiative aims to boost the local night-time economy by supporting live performances, extending trading hours and reducing regulatory barriers for businesses.
- Councillor Dai Le provided a general update on key Federal Government initiatives including a new government initiative to assist with savings on energy, free electricity between 11.00am-2.00pm and the NSW Solar Panel Rebate program which has been launched to promote the switch to solar energy.

### Place Manager Update

The Manager Fairfield and Parks Place (Place Manager) provided an update on projects within Parks Place that included:

- Promotional Business Photography: Photos were taken of local businesses across Bonnyrigg and Smithfield–Wetherill Park for the use of Parks Place banners, websites, marketing materials and publications. The photos promote the local offerings with copies of the photographs provided to businesses in appreciation for their participation in the project.
- Work continues on the Bush Tucker Trail at Bonnyrigg Town Centre Park. The trail has received recent interest from schools but has become overgrown and damaged, with some areas affected by vandalism.
- Fairfield City Centre's annual Christmas event will be held on Thursday 4 December, from 5.00pm to 9.00pm at Epoch and Thomas Ware Plaza.

### Open Space Report

The Manager Parks and Open Space provided statistics and information on recently completed projects within Bonnyrigg and across the LGA.

Graffiti has decreased by 36% in 12 months with 93.32% of graffiti being on Council property.

A dual-seat spring rocker at Tarlington Park playground has been vandalised. Additionally, unauthorised vehicle access has occurred within Tarlington Park, resulting in visible track marks across the grounds.

### Economic Development Update

The Manager Economic Development provided a presentation on the economic and demographics of the Bonnyrigg and Bonnyrigg Heights community.

## OUTCOMES COMMITTEE

**Meeting Date 2 December 2025**

**Item Number. 125**

The population of Bonnyrigg and Bonnyrigg Heights has remained stable over the past 5 years, contributing to an increasingly ageing community.

Bonnyrigg has reduced its unemployment rate by half, whereas Bonnyrigg Heights has seen no significant change.

### **Bonnyrigg Town Centre Activation Program**

The first Spirit of Bonnyrigg Stakeholder Engagement meeting was held on Wednesday 5 November 2025. The Spirit of Bonnyrigg Fair will be held on Saturday 28 March 2026. It will include children's activities, free giveaways, roving entertainers and cultural performances from local organisations and Places of Worship.

Planning for the event is starting early as the event involves a road closure and will require a Local Approval through Council.

### **Update on Members' Activities**

The Committee members provided an update of their organisations' activities. General updates were provided by representatives from Bonnyrigg Plaza, Bonnyrigg Mosque, Lao Buddhist Society, St George Community Housing and Homes NSW.

### **CONCLUSION**

A meeting of the Bonnyrigg Town Centre Committee was held on Thursday 6 November 2025. Meeting minutes containing further details of the items discussed, can be found in Attachment A of the report. The next meeting of the Committee is scheduled for Thursday 7 May 2026.

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Jessica Healey  
**Manager Fairfield and Parks Place**

**Authorisation:**  
Director City Living

Outcomes Committee - 2 December 2025

File Name: **OUT02122025\_8.DOCX**  
\*\*\*\*\* END OF ITEM 125 \*\*\*\*\*



## **BONNYRIGG TOWN CENTRE COMMITTEE**

### **MINUTES**

**DATE OF MEETING:** Thursday 6 November 2025

**LOCATION:** Fairfield City Council  
Committee Room 1  
86 Avoca Road, Wakeley

**TIME:** 6.00pm

#### **Quorum Required for Meeting (in accordance with BTCC Terms of Reference):**

Five (5) member organisations, one of whom shall be a Councillor.

## Quality Management – Place Management

QMF-PM-011

Meeting Minutes – Bonnyrigg Town Centre Committee

**Present:**

Mayor Frank Carbone	Fairfield City Council (Chairperson)
Councillor Dai Le	Fairfield City Council
Councillor Michael Mijatovic	Fairfield City Council
Jessica Healey	Fairfield City Council (Manager, Fairfield & Parks Place)
Paul Vanderwert	Fairfield City Council (Parks Place Co-ordinator)
Vicky Kassiotes	Fairfield City Council (Minute-taker)
Holden Frisoli	Fairfield City Council (Manager, Economic Development)
Daniel McDonald	Fairfield City Council (Manager, Parks & Open Space)
Helen Koppman	Bonnyrigg Plaza
Oz Guney	Bonnyrigg Mosque
Nith Chittasy	Lao Buddhist Society
Paul Perkovic	Homes NSW
Effie Warren	St George Community Housing

**1 WELCOME & APOLOGIES**

The meeting was opened by the Chairperson at 6:08pm.

Apologies tendered on behalf of:

Councillor Marie Saliba	Fairfield City Council
Councillor Ninos Khoshaba	Fairfield City Council
Councillor Kevin Lam	Fairfield City Council
Sarah Mulcahy	St George Community Housing (SGCH)
Sarojini Ram	St Johns Park Bowling Club & Sai Organisation
Srey Kang	Khmer Community

**Motion:** That the apologies be accepted.

Moved: Clr Dai Le Seconded: Clr Michael Mijatovic

CARRIED UNANIMOUSLY

<b>Quality Management – Place Management</b>	
QMF-PM-011	Meeting Minutes – Bonnyrigg Town Centre Committee

**2 CONFIRMATION OF MINUTES OF MEETING ON 8 MAY 2025**

**Motion:** That the minutes of the meeting held on 8 MAY 2025 are confirmed as an accurate record of the meeting.

Moved: Clr Dai Le      Seconded: Clr Michael Mijatovic

CARRIED UNANIMOUSLY

**3 MATTERS ARISING FROM PREVIOUS MEETING ON 8 MAY 2025**

3.1 The Place Manager will distribute a survey to local Places of Worship and community organisations to determine the most suitable month for scheduling the event in 2026.

The Place Manager liaised with the Places of Worship individually and the agreed date is Saturday 28 March 2026.

3.2 The Place Manager will run a workshop to successful applicants who applied for the Bonnyrigg Town Centre Activation Program (BTCAP).

The Place Manager emailed applicants outlining the new process for requesting invoices and receipts, including timeframes for submitting acquittals and flyers.

**4 FAIRFIELD CITY COUNCIL UPDATE****4.1 Mayoral Update**

Properties have been purchased in Fairfield to build four new parks around Fairfield City.

Brenan Park upgrade will include play equipment, seated picnic spots and green space and landscaping. Endeavour Park upgrade has been completed featuring multipurpose courts and synthetic soccer fields.

Plans are underway to designate Canley Vale and Canley Heights town centres as Special Entertainment Precincts. This initiative aims to boost the local night-time economy by supporting live performances, extending trading hours, and reducing regulatory barriers for businesses.

The multipurpose precinct at Fairfield Showground is in progress, with completion anticipated by 2028. The project includes the construction of a multipurpose community and events centre, designed to host entertainment events, concerts, and various community activities.

Lights have been installed on the flagpoles along Edensor Road to enhance safety and improve the visual appearance of the area.

Councillor Dai Le provided a general update on key Federal Government initiatives including a new government initiative to assist with savings on energy, free electricity

<b>Quality Management – Place Management</b>	
<b>QMF-PM-011</b>	<b>Meeting Minutes – Bonnyrigg Town Centre Committee</b>



between 11am-2pm and the NSW Solar Panel Rebate program which has been launched to promote the switch to solar energy.

*Paul Perkovic arrived 6:45pm*

#### 4.2 Place Manager's Report

The Place Manager provided an update on projects within Parks Place that included:

Promotional Business Photography: Photos were taken of local businesses across Bonnyrigg and Smithfield–Wetherill Park for the use of Parks Place banners, websites, marketing materials, and publications. The photos promote the local offerings with copies of the photos provided to businesses in appreciation of their participation in the project. Businesses have responded positively and expressed appreciation for the initiative.

Work continues on the Bush Tucker Trail at Bonnyrigg Town Centre Park. The trail has received recent interest from schools but has become overgrown and damaged, with some areas affected by vandalism. The Place team have worked with the Natural Resources team to prune and clean up the space for use by the community.

Fairfield City Centre's annual Christmas event will be held on Thursday 4 December, from 5.00pm to 9.00pm at Epoch and Thomas Ware plazas. The celebration will feature a lively mix of entertainment, including DJs, Christmas carols, face painting, airbrush tattoos, amusement rides, stilt walkers, bouncing elves, roving Christmas mascots, exciting giveaways, and a special appearance from Santa.

#### 4.3 Open Space Report

The Manager Parks & Open Space provided statistics and information on recently completed projects within Bonnyrigg and across the LGA.

Graffiti has decreased by 36 % in 12 months with 93.32% of graffiti being on council property.

A dual-seat spring rocker at Tarlington Park playground has been vandalised. Additionally, unauthorised vehicle access has occurred within Tarlington Park, resulting in visible track marks across the grounds.

#### 4.4 Economic Development Update

The Manager Economic Development provided a presentation on the economic and demographics of the Bonnyrigg and Bonnyrigg Heights community.

The population of Bonnyrigg and Bonnyrigg Heights has remained stable over the past five years, contributing to an increasingly ageing community. Bonnyrigg's population is predominantly Vietnamese, with Buddhism as the largest religion, while Bonnyrigg Heights has a majority Iraqi and Serbian community, where Catholicism is the most

**Quality Management – Place Management****QMF-PM-011****Meeting Minutes – Bonnyrigg Town Centre Committee**

common faith. Over the same five-year period, Bonnyrigg has reduced its unemployment rate by half, whereas Bonnyrigg Heights has seen no significant change.

**5 BONNYRIGG VISION ACTION PLAN**

5.1 The first Spirit of Bonnyrigg Stakeholder Engagement meeting was held on Wednesday 5 November 2025. The Spirit of Bonnyrigg Fair will be held on Saturday 28 March 2026. It will include children's activities, free giveaways, roving entertainers, and cultural performances from local organisations and Places of Worship.

Planning for the event is starting early as the event involves a road closure and will require a Local Approval through Council.

**6 UPDATE ON MEMBERS' ACTIVITIES****6.1 Bonnyrigg Mosque**

In 2026, Ramadan will commence Tuesday 17 February 2026 and will conclude on the evening of Wednesday 18 March 2026. The Night of Divine Revelation will be held on Monday 16 March 2026.

**6.5 Lao Buddhist Society of NSW**

The Bodhi Tree Festival will be held on Sunday 30 November 2025.

**6.6 Homes NSW**

Stages 1 to 6 have been completed comprising of 715 dwellings. 275 dwellings currently under construction for stages 7B-11. It is expected that by 2027 Phase 2 of the project will be complete.

**6.7 Bonnyrigg Plaza**

On Saturday 22 November, there will be a Santa parade led by a 10-piece marching band with free entertainment, including balloon bending, Mrs Claus, Rudolph and Frosty, golden angel stilt walkers, and face painting.

The Breakfast with Santa event will return on Saturday 6 December, featuring Mrs Clause and Rudolph, balloon bending, with free giveaways to children.

Two new businesses are opening in Bonnyrigg Plaza, a deli, and a trading cards and console game shop.

Bonnyrigg Plaza will be celebrating their 40-year birthday on 10 March 2026.

**6.8 St George Community Housing**

The Bonnyrigg Christmas celebration is on 12 December 2025. The local community has been actively involved in improving the garden area behind the offices, resulting in

**Quality Management – Place Management****QMF-PM-011****Meeting Minutes – Bonnyrigg Town Centre Committee**

a well-maintained and visually appealing area. The community garden space is also being well used by locals.

**8 GENERAL BUSINESS**

## 8.1 Other Business

Nothing to report

**9 COMMITTEE DATES**

Thursday 7 May 2026

The Chairperson closed the meeting at 7:55pm.

## OUTCOMES COMMITTEE

Meeting Date 2 December 2025

Item Number. 126

**SUBJECT:** Mayor's Crime Prevention Reference Group - November 2025

---

**FILE NUMBER:** 25/00437

---

**REPORT BY:** Cherie Pescod, Community Partnership and Project Officer

---

### RECOMMENDATION:

That the Minutes of the Mayor's Crime Prevention Reference Group meeting held on 17 November 2025 be received and noted.

---

### SUPPORTING DOCUMENTS:

**AT-A** [↓](#) Mayor's Crime Prevention Reference Group Meeting Minutes - 17 November 2025 - *RESTRICTED - 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)(e) of the Local Government Act, 1993, on the grounds that:*  
*(e) information that would, if disclosed, prejudice the maintenance of law.*  
*and dealing with the matter in Open Session would be, on balance, contrary to the public interest.*

---

### CITY PLAN

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

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### SUMMARY

The Mayor's Crime Prevention Reference Group (MCPRG) is an Advisory Committee of Council. Membership includes Council, Fairfield City Police Area Command (FCPAC), government and non-government agencies and residents.

The MCPRG meets 3 times per year and supports activities that raise awareness and understanding of community safety to ensure that formal links are maintained between Council, networks, forums and service providers that contribute to safety within the Fairfield Local Government Area.

## OUTCOMES COMMITTEE

**Meeting Date 2 December 2025**

**Item Number. 126**

The MCPRG met on 17 November 2025 and the minutes are provided in Attachment A. The following items were discussed:

- Community Safety and Crime Prevention
- FCPAC update
- Place update
- Open Space Project update
- CCTV Project update

### **CONCLUSION**

It is recommended that the Minutes of the MCPRG meeting held on 17 November 2025 be received and noted.

The next MCPRG meeting will take place on 16 March 2025 at the Council Administration Centre.

---

---

Cherie Pescod  
**Community Partnership and  
Project Officer**

**Authorisation:**

Co-ordinator Community Projects and Partnerships  
Manager Social Planning and Community Development  
Director City Assets

Outcomes Committee - 2 December 2025

File Name: **OUT02122025\_11.DOCX**

\*\*\*\*\* END OF ITEM 126 \*\*\*\*\*

## OUTCOMES COMMITTEE

Meeting Date 2 December 2025

Item Number. 127

**SUBJECT:** Multicultural Advisory Committee - November 2025

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**FILE NUMBER:** 12/05729

---

**REPORT BY:** Solina Sok, Social Planning and Advocacy Officer

---

### RECOMMENDATION:

That the minutes of the Multicultural Advisory Committee meeting held on Thursday 13 November 2025 be received and noted.

---

### SUPPORTING DOCUMENTS:

**AT-A** [↓](#) Multicultural Advisory Committee Meeting Minutes - November 2025 2 Pages

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### CITY PLAN

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

---

### SUMMARY

The Multicultural Advisory Committee (MAC) provides informed advice to Council on issues affecting multicultural communities in Fairfield City. It is also a consultation mechanism to support the accessibility of Council services and information for multicultural communities.

The MAC met on Thursday 13 November 2025 at Council's Administration Building in Wakeley. The minutes of the meeting are attached to this report (Attachment A).

Key matters discussed at the meeting included:

- Feedback on Council's Draft Multicultural Action Plan, which forms part of the broader Social Planning and Community Development Strategy (2026–2029).
- A representative from South Western Sydney Local Health District outlined factors contributing to loneliness and possible interventions.
- Updates from Council included upgrades to local parks, the launch of the new Special Entertainment Precincts and initiatives including the Beach Bus trips, Seniors Concert, various Christmas events and Illuminate New Year's Eve Festival.

## OUTCOMES COMMITTEE

Meeting Date 2 December 2025

Item Number. 127

### CONCLUSION

The next MAC meeting will be held on Thursday 5 February 2026 at Council's Administration Building in Wakeley.

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Solina Sok  
**Social Planning and Advocacy  
Officer**

**Authorisation:**

Manager Social Planning and Community Development  
Director City Assets

Outcomes Committee - 2 December 2025

File Name: **OUT02122025\_6.DOCX**

\*\*\*\*\* END OF ITEM 127 \*\*\*\*\*

## ATTACHMENT A

Item: 127

Multicultural Advisory Committee Meeting Minutes - November 2025



### Fairfield City Council

#### MULTICULTURAL ADVISORY COMMITTEE

#### Minutes

Thursday 13 November 2025

**Venue:** Fairfield City Council Administration Centre – Room 5

**Chair:** Mayor Frank Carbone

**Minutes:** Administration Support Officer

**Next meeting:** Thursday 5 February 2026

**Attendance:** Mayor Frank Carbone, Cllr Dai Le, Cllr Samir Yousif, Bashar Hanna, Benjamin Chahola, Carmen Lazar, Laith Alchinno, Minh Tran, Rev Navazu Ozegbe, Margaret Diebert (Director – City Assets), Susan Gibbeson (Manager – Social Planning and Community Development), Solina Sok (Social Planning and Advocacy Officer), Tepy Moth (Administration Support Officer), Andi Adronicos (South Western Sydney Local Health District)

**Apologies:** Cllr Marie Saliba, Cllr Michael Mijatovic, Ahmad Roman Abasy, Anwaar Al Khamisi, Atem Atem, Basim Shamaon, Bethany Parker, Floris Lam, John Buraho, Lili Sta-Maria, Milan Maksimovic, Rania Omar, Peter Hope (Coordinator – Social Planning and Advocacy)

#### 1. Acknowledgement of Country and Welcome

Mayor Frank Carbone opened the meeting and provided an Acknowledgement of Country.

#### 2. Acceptance of previous minutes and business arising

The minutes of the previous meeting were accepted.

The next priority of the Fairfield Hospital redevelopment is to decide the arrangement of departments in the new building. Community members will have the opportunity to comment on the high-level plan later this year. Information will continue to be passed on to the MAC as it becomes available.

#### 3. Multicultural Strategy Consultation

The Committee reviewed and provided feedback on Council's *Draft Multicultural Action Plan*, which forms part of the broader *Social Planning and Community Development Strategy (2026–2029)*. Key priorities to consider in the plan include settlement, cost of living, youth issues, mental health, domestic violence and

## ATTACHMENT A

Item: 127

Multicultural Advisory Committee Meeting Minutes - November 2025

gambling. Committee members also suggested increasing promotion of positive community events and stories. Members were invited to provide any additional feedback on the plan to the Social Planning and Community Development team.

### 4. Loneliness and Social Isolation

A representative from South Western Sydney Local Health District outlined factors contributing to loneliness and social isolation, along with potential interventions. A recent NSW Parliamentary Inquiry into the prevalence, causes and impacts of loneliness produced 20 recommendations, highlighting the need for more community programs and improved infrastructure to help people connect.

Loneliness is recognised by the World Health Organisation as a global public health priority, particularly affecting people from disadvantaged communities. A national study found that 1 in 3 Australians feel lonely, with young people reporting the highest levels of loneliness despite being digitally connected. Loneliness is associated with poorer health, reduced wellbeing, and lower workplace productivity.

The committee discussed the importance of digital literacy and creating opportunities for social connection. Members also acknowledged Council initiatives that foster community engagement, including Zumba classes, Grandparents Day, and other events and celebrations that bring people together.

### 5. Update from Council

Council is finalising upgrades to Nelson Park and progressing developments at Brenan Park and Prout Park. Endeavour Sports Park has also recently reopened, following the delivery of new facilities designed to support a wide range of sports.

Canley Heights and Canley Vale town centres have been designated as Special Entertainment Precincts, enabling extended late-night trading for entertainment, nightlife and live music. The official launch will take place on 28 November.

Council is also delivering a variety of initiatives and events, including Beach Bus trips to Bondi, Manly and Watsons Bay, Seniors Concert, the Mayor's Christmas Appeal, Christmas in Fairfield City Centre, and the Illuminate Festival.

### 6. General Business and Information Share

Recent legislative changes were noted, including the new Aged Care Act and the upcoming social media minimum age framework.

**Meeting Closed – 8:12pm**

No actions arising from this meeting.

#### Report on Actions from previous meetings

Item	Action	Timeframe	Status
2025/1	Continue providing updates to the Committee on the Fairfield Hospital redevelopment and relay feedback to the redevelopment team.	As updates arise	Ongoing

## OUTCOMES COMMITTEE

Meeting Date 2 December 2025

Item Number. 128

**SUBJECT:** Sport and Recreation Advisory Committee - October 2025

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**FILE NUMBER:** 15/06912

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**REPORT BY:** Cheryl Dewhurst, Policy Officer Recreation and Open Space Planning

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### **RECOMMENDATION:**

That the Minutes of the Sport and Recreation Advisory Committee meeting held on Monday 27 October 2025 be received and noted.

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### **SUPPORTING DOCUMENTS:**

**AT-A** [!\[\]\(83c367f161866fb5327430370993bbe0\_img.jpg\)](#) Sport and Recreation Advisory Committee Minutes 27 Oct 2025 5 Pages

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### **CITY PLAN**

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

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### **SUMMARY**

The Sport and Recreation Advisory Committee provides a forum for dialogue between Council and local sports and recreation associations regarding recreation facilities and sporting opportunities in Fairfield City. Council facilitates a meeting biannually and this report highlights issues raised at the meeting held on 27 October 2025.

### **Background**

The Sport and Recreation Advisory Committee gives representation to Council from grassroots and community sport associations and clubs in Fairfield City.

The Advisory Committee has councillor representation and includes Mayor Carbone (member) and Councillor Mijatovic (Chairperson).

The aims of the Sport and Recreation Advisory Committee are to:

## OUTCOMES COMMITTEE

Meeting Date 2 December 2025

Item Number. 128

- Assist Council in developing sport and recreation opportunities that benefit the community.
- Provide advice and input on issues, trends and developments in sport and recreation.
- Improve community participation in and accessibility to sport and recreation in Fairfield City.

A meeting of the Sport and Recreation Advisory Committee was held on Monday 27 October 2025. The minutes of the meeting are in Attachment A of this report.

### **Agenda Items**

Key points addressed at the meeting include:

#### Good Sports Program, Alcohol and Drug Foundation

The Committee welcomed a guest speaker from the Alcohol and Drug Foundation (ADF) – Australia's leading drug and alcohol harm prevention organisation. It offers free online resources to assist local clubs, including Safe Transport Policy, Media Policy and Fundraising Ideas. The ADF also provides workshops to committees, coaches and members on vaping and reducing its incidence. The next Game Ready Round which tackles drink driving will commence in early 2026.

#### Endeavour Sports Park

The Co-ordinator Major Projects delivered an update to the Committee following the successful official opening of the new synthetic fields and associated facilities.

#### Sports Facility Survey 2025

- The survey was open between 10 October 2025–11 November 2025 and was still receiving responses at the time of the meeting, with 7 responses received to that date.
- From the responses, it was indicated that:
  - issues facing clubs include volunteer numbers, registration fees, hirers and other public space users, lighting.
  - club plans in the next 3 years include building partnerships, attracting players and sponsorship.
- The survey will be open until 11 November 2025 with reminders sent to hirers for their response.

#### Operational Plan 2025-26 Project Update

Updates provided on 2025-26 projects including:

## OUTCOMES COMMITTEE

Meeting Date 2 December 2025

Item Number. 128

- Amenity Building remedial works – Avery Park Amenity Building.
- Fields/ amenities – Endeavour Sports Park.
- Fitness – Avenel Park, Nelson Park, Brenan Park, King Park 2, Wetherill Park Reserve, Lalich Park.
- Golf course – Golf Driving Range Net.
- Sportsfield irrigation tank and pump – Allambie Park.
- Sportsfield lighting – Allambie Park, Powhatan Park, King Park 1.
- Tennis Lighting – Fairfield and St Johns Park Tennis Lighting.
- Toilet (automated) – Wetherill Park Reserve.
- Water bubblers – King Park 2.

Current and upcoming grant-funded projects were highlighted during the meeting.

### Sportsfield Operations

Winter Expressions of Interest (EOIs) will open in mid-December 2025:

- Clubs are requested to advise all the times they intend to use the fields, so casual bookings can also be managed.
- Requests for pre-season training also need to be submitted at this time. This is not guaranteed and dependent on use by summer hirers.
- A link to the Fees and Charges will be sent with the EOIs. This will help Club pre-plan their financial budgets for upcoming season. Fees and charges are subject to change based on Council's annual fees and charges policy.

### **Next Meeting**

The next Sport and Recreation Advisory Committee meeting is scheduled to take place on Monday 16 March 2026.

### **CONCLUSION**

The value of the Sport and Recreation Advisory Committee biannual meeting is highlighted through discussion of the programs available through the Good Sports Program to assist clubs with education and policies on alcohol and drugs, sport club and association priorities and trends, raising issues for the attention of Council.

Council officers will continue to engage with members of the Sport and Recreation Advisory Committee, offering assistance and advocacy at the biannual meetings and between meetings as appropriate.

It is recommended that the report be received and noted.

## OUTCOMES COMMITTEE

Meeting Date 2 December 2025

Item Number. 128

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Cheryl Dewhurst  
**Policy Officer Recreation and  
Open Space Planning**

**Authorisation:**  
Director City Assets

Outcomes Committee - 2 December 2025

File Name: **OUT02122025\_9.DOCX**

\*\*\*\*\* END OF ITEM 128 \*\*\*\*\*

## Quality Management - QM

QMF-CAM-002

Meeting Minutes



## CITY ASSETS – SPORT AND RECREATION ADVISORY COMMITTEE

<p><b>Date:</b> 27 October 2025</p> <p><b>Time:</b> 6:00pm to 7:30pm</p> <p><b>Location:</b> Room 1&amp;2, Fairfield City Council Administration Centre</p> <p><b>Chair:</b> Margaret Diebert</p> <p><b>Scribe:</b> Cheryl Dewhurst</p>	<p><b>Attendees:</b>            Cabravale Pickleballers – Peter Huynh (PH), Mary Tran (MT)            Fairfield Liverpool Cricket Association – Joe Badolato (JB),            Shane McNamara (SN)            Fairfield Phoenix Baseball Club – Lesley Tailor (LT), Robynne Young (RY)            Golf NSW – Tanya Smith (TS)            Parramatta Junior Rugby League – Adam Fairley (AF)            Southern Districts Soccer Football Assoc – John Vukasin (JV)</p> <p><b>Guest speakers:</b>            Alcohol and Drug Foundation, Rebecca Copping</p> <p><b>Fairfield City Council staff</b>            Director City Assets – Margaret Diebert (MD)            Manager Property – Aelina Truong (AT)            Facilities Coordinator – Skye Jones (SJ)            Policy Officer Rec &amp; Open Space – Cheryl Dewhurst (CD)</p> <p><b>Next meeting:</b> Monday 16 March 2026</p>	<p><b>Apologies:</b>            Mayor Frank Carbone            AFL Fairfield Falcons – Leath Jessup            Fairfield City Oztag Association – Bill Harrigan            Special Needs Ability Program Providers – Lucy Reggio            Tennis NSW – Dane- Lucas Kovacevic            Western Sydney Academy of Sport – Martin Bullock</p> <p><b>Absent:</b>            Councillor Michael Mijatovic            Western Sydney Cycling Network – Doug Draper</p>
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	Subject	Discussion	Action	Action By	Due Date
1.	<b>Acknowledgement of Country</b>				
2.	<b>Introductions and Apologies</b>	Apologies noted.			
3.	<b>Adoption of Previous Minutes</b>	Minutes adopted.			

## ATTACHMENT A

Item: 128

Sport and Recreation Advisory Committee Minutes 27 Oct 2025

### Quality Management - QM

QMF-CAM-002	Meeting Minutes
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4.	<b>Action Items Arising from Previous Minutes</b>			
5.	<b>Guest Speaker: Alcohol &amp; Drug Foundation</b>  Good Sports Program, Rebecca Copping	<ul style="list-style-type: none"> <li>The Alcohol and Drug Foundation (ADF) is Australia's leading drug and alcohol harm prevention organisation.</li> <li>Free online resources including Safe Transport Policy, Media Policy, Fundraising Ideas.</li> <li>Provide workshops to committees, coaches, members on vaping.</li> <li>Next Game Ready Round to tackle drink driving, commences in early 2026.</li> <li>Can tailor workshops to club requirements or needs.</li> <li>Clubs access the portal and answer a series of questions, and then receive an Action Plan and Good Sports Policy based on the responses.</li> <li>Good Sports can provide letters of support for grant applications. Further information about how to apply for grants can also be found on their website.</li> </ul>	Presentation to be sent with minutes.	CD
6.	<b>Endeavour Sports Park Update</b>  Stuart McDougall, Coordinator Major Projects	<ul style="list-style-type: none"> <li>Endeavour Sports Park new synthetic fields were officially opened on 25 October 2025.</li> <li>The project has included:           <ul style="list-style-type: none"> <li>Synthetic fields with timber infill, cooling water jets, bus access (central carpark), security fencing around the fields, 100 or 200 lux as required, changerooms, storage, toilets and 2 canteens.</li> <li>Turf fields (5 full-size soccer, 2 cricket full size, 100 lux lighting, fully irrigated).</li> <li>Multipurpose courts – re-configuration will provide 6 additional pickleball courts, 4 netball courts, 2 multipurpose courts, remainder for pickleball, 2 futsal courts. Use of multipurpose courts is free via QR code. Futsal courts have an hourly rate.</li> </ul> </li> </ul>	Query regarding upgrade of cricket nets at Endeavour Sports Park.	CD 10/11/2025

UNCONTROLLED DOCUMENT WHEN PRINTED – FirstCall current version

Page: 2 of 5

Date Effective: Aug 2020  
Review Date: Aug 2025

## Quality Management - QM

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		Lighting is available at the courts from dusk onwards; if it's not yet getting dark, the lights won't turn on.			
7.	<b>Sports Facility Survey 2025</b>	<ul style="list-style-type: none"> <li>Survey opened on 10 October 2025.</li> <li>7 responses received to date.</li> <li>From the responses, it was indicated that issues facing clubs include volunteer numbers, registration fees, hirers and other public space users, lighting.</li> <li>From the responses, it was indicated that club plans in the next 3 years include building partnerships, attracting players and sponsorship.</li> <li>The survey will be open until 11 November 2025 and re-sent to hirers for responses. The feedback assists in prioritisation of upcoming projects in the Delivery Program and annual Operational Plan.</li> </ul>			
8.	<b>Operational Plan projects</b>	<ul style="list-style-type: none"> <li>Updates provided on 2025-26 projects, including: <ul style="list-style-type: none"> <li>Amenity Building remedial works – Avery Park Amenity Building.</li> <li>Fields/ amenities – Endeavour Sports Park.</li> <li>Fitness – Avenel Park, Nelson Park, Brenan Park, King Park 2, Wetherill Park Reserve, Lalich Park.</li> <li>Golf course – Golf Driving Range Net.</li> <li>Sportsfield irrigation tank &amp; pump – Allambie Park.</li> <li>Sportsfield lighting – Allambie Park, Powhatan Park, King Park 1.</li> <li>Tennis Lighting – Fairfield and St Johns Park Tennis Lighting.</li> <li>Toilet (automated) – Wetherill Park Reserve.</li> <li>Water bubblers – King Park 2.</li> </ul> </li> </ul>			

## Quality Management - QM

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Meeting Minutes



9.	<b>Sportsfields Operations</b>	<ul style="list-style-type: none"> <li>Successful winter season has come to a close, summer season commenced.</li> <li>Winter EOIs will open in mid-December 2025: <ul style="list-style-type: none"> <li>Clubs are requested to advise all the times they intend to use the fields, so casual bookings can also be managed.</li> <li>Requests for pre-season training also need to be submitted at this time. This is not guaranteed and dependent on use by summer hirers.</li> <li>A link to the Fees and Charges will be sent with the EOIs. This will help Club pre-plan their financial budgets for upcoming season. Fees and charges are subject to change based on Council's annual fees and charges policy.</li> </ul> </li> <li>Endeavour Sports Park – Council undertook a robust EOI process for the allocation of the fields. Clubs will commence usage next week.</li> <li>Hiring – clubs are requested not to put their own padlocks on the canteens and storage facilities, as this precludes other hirers from making use of the space.</li> <li>Keep sharing information of tournaments, gala days and the like, which allows Council to celebrate local successes as well.</li> <li>Potential for Associations to put in the seasonal booking for a group of fields and then manage the hire of those fields to their clubs. Please contact Skye Jones regarding this possibility.</li> </ul>			
10.	<b>Grant Processes and Opportunities</b>	<ul style="list-style-type: none"> <li>Sport-related grants currently managed by Council: <ul style="list-style-type: none"> <li>- Boating Infrastructure for Communities – Bradbury Wharf Upgrade.</li> </ul> </li> <li>Grants submitted by Council pending notification: <ul style="list-style-type: none"> <li>- Boating Infrastructure Maintenance Fund – Fairfield City Boating Access Improvements.</li> </ul> </li> </ul>			

**ATTACHMENT A**

Item: 128

Sport and Recreation Advisory Committee Minutes 27 Oct 2025

**Quality Management - QM**

QMF-CAM-002	Meeting Minutes
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		<ul style="list-style-type: none"><li>- Cooler Streets in Fairfield City – Street Tree Planting.</li><li>• Submissions in progress:<ul style="list-style-type: none"><li>- NSWRL Infrastructure Investment Fund.</li><li>- Australian Cricket Infrastructure Fund.</li></ul></li></ul>			
11.	<b>Grant Processes and Opportunities</b>	<p>Clubs must liaise with Council as early as possible regarding projects for which they would like to seek grant funds.</p> <p>Project Proposal Forms must be completed by the club <b>prior</b> to any seeking of grant funds.</p> <p>The proposal must outline the scope, estimated costing and source of funds. Projects must align with strategic priorities of Council, meet Grant guidelines and Council public domain requirements, and address maintenance requirements.</p>	Council to send grant weblinks.	CD	10/11/2025
12.	<b>General Business</b>	<ul style="list-style-type: none"><li>• Southern Districts Soccer Football Association (JV)<ul style="list-style-type: none"><li>○ Commend Council for the improvements at Endeavour Sports Park, with the new synthetic and new facilities.</li><li>○ Request for marking of lines for additional age groups on full size fields for more flexibility.</li></ul></li><li>• Cabramale Pickleballers<ul style="list-style-type: none"><li>○ Recently completed successful tournament. Next tournament at the end of summer.</li></ul></li></ul>	Feasibility of new marking.	CD/ SJ	10/11/2025
13.	<b>Meeting closed</b>	7:26pm			

## OUTCOMES COMMITTEE

Meeting Date 2 December 2025

Item Number. 129

**SUBJECT:** Youth Advisory Committee - November 2025

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**FILE NUMBER:** 25/19063

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**REPORT BY:** Sean Ly, Community Projects and Partnerships Officer

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### RECOMMENDATION:

That the minutes of the Youth Advisory Committee meeting held on Wednesday 5 November 2025 be received and noted.

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### SUPPORTING DOCUMENTS:

<b>AT-A</b> 	Youth Advisory Committee Meeting Minutes - November 2025	2 Pages
<b>AT-B</b> 	Youth Advisory Committee Hot Topics Discussion November 2025 - Experiences of Multicultural Youth	3 Pages

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### CITY PLAN

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

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### SUMMARY

The Youth Advisory Committee (YAC) provides a forum for elected representatives and Council officers to engage in meaningful dialogue with young people across Fairfield City. The YAC provides young people with the opportunity to contribute to the planning, development and implementation of Council's youth-focused initiatives. Council also builds the capacity of YAC members through workshops and other leadership opportunities throughout the year.

The YAC met on Wednesday 5 November 2025 at the Fairfield Youth and Community Centre. The minutes of the meeting are attached to this report (Attachment A). A Hot Topics discussion was also held at this meeting with a full account attached to this report (Attachment B).

Items discussed at this meeting included:

- One part of a consultation on the Action Plan for Young People that is in development.
- Updates on upcoming events and activities.

## OUTCOMES COMMITTEE

Meeting Date 2 December 2025

Item Number. 129

- A Hot Topics discussion on topics concerning multicultural young people. A representative from Multicultural NSW was present for this discussion. The issues discussed included:
  - Multicultural young people's access to mental health services.
  - Representation in the creative arts.
  - Prejudice, stigma and stereotypes.
  - Access to sports as a vehicle for belonging.
  - Barriers to accessing organised sports for multicultural young women.

### CONCLUSION

YAC meetings provide an important platform for young people to share their voice. Council strives to ensure that the YAC can also have a greater impact on their local community, often through community events, engagement with local stakeholders, youth services and participation in community initiatives and events. The YAC is a strong engagement point and valuable resource for Council to engage and consult with young people on issues which affect them.

The next meeting of the YAC is scheduled for Wednesday 3 December 2025 from 5.30pm at Council's Administration Building in Wakeley.

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Sean Ly  
**Community Projects and  
Partnerships Officer**

**Authorisation:**

Co-ordinator Community Projects and Partnerships  
Manager Social Planning and Community Development  
Director City Assets

Outcomes Committee - 2 December 2025

File Name: **OUT02122025\_3.DOCX**

\*\*\*\*\* END OF ITEM 129 \*\*\*\*\*

## ATTACHMENT A

Item: 129

Youth Advisory Committee Meeting Minutes - November 2025



### FAIRFIELD YOUTH ADVISORY COMMITTEE Minutes Wednesday 5 November 2025

**Time:** 5:30pm – 8:15pm

**Venue:** Fairfield City Council Administration Centre

**Chair:** Benjamin

**Minutes:** Tina Tran

**Present:** Aiden Tamen, Allie Hang, Alyvia, Benjamin, Caroline Lie, Catherine, Declan, Dominic, Edward, Ella-Rose, Fuamaila Jacob, Henry Tran, Issabella Ferraro, Laleiah Lakisoe-Mapuna, Leanne Huynh, Nghi, Sara, Tina Tran, Gigi De Leon (Student Placement, Western Sydney University), Marilyn Bellet Ankabibian (Community Engagement Officer, Multicultural NSW), Sean Ly (Community Projects and Partnerships Officer)

**Apologies:** Clr Dai Le, Clr Kate Hoang, Clr Kevin Lam, Clr Marie Saliba, Annabel, Charlotte Nielsen, Elizabeth, Ethan, Heather Sengmany, Jonathan Prak, Lilly, Mazin Mkhi, Sienna, Sonny Yng.

*\*Surnames of YAC members under 18 years old have been omitted for privacy.*

#### 1. Acknowledgement of Country

An Acknowledgement of Country was given.

#### 2. Introduction and Housekeeping

WHS and housekeeping information was provided as well as an icebreaker activity.

#### 3. Multicultural NSW and Multicultural Youth Network – Hot Topics Discussion

A representative from Multicultural NSW attended as a guest to connect with YAC members and introduce the Multicultural Youth Network (MYN). The MYN is an initiative by the NSW Government aiming to amplify the voices of young people from culturally diverse backgrounds from across the state. The function of the MYN as a youth voice was explained, as well as the discussion priorities of the current cohort.

A *Hot Topics* discussion was held alongside the visit from Multicultural NSW. The discussion topics were based on some current themes actively being discussed by the MYN, which include stigmatisation of multicultural young people, representation in the arts, barriers to accessing sport (particularly for multicultural young women) and culturally informed mental health. A full account has been included in *Attachment B*.

## ATTACHMENT A

Item: 129

Youth Advisory Committee Meeting Minutes - November 2025

### 4. Discussion on Fairfield City's Action Plan for Young People 2026-2029

A consultation on the draft *Action Plan for Young People* (Youth Action Plan) was conducted. The Youth Action Plan will be a successor to Council's incumbent *Strategy for Young People in Fairfield City 2023-2026* and will outline the key priorities and concerns for local young people in their communities as well as Council's actions and commitments to support positive outcomes for young people.

The discussion with the YAC will take place across 2 meetings. It will involve mapping young people's strengths and needs, identifying most pressing priorities and evaluating the actions of the current Youth Strategy to see if they are still representative of these priorities. Discussions, surveys and consultations with YAC and other young people over the past 5 years will also be considered to inform the Youth Action Plan. The new Youth Action Plan will be a section of a larger document called the *Social Planning and Community Development Strategy 2023-2026* as opposed to remaining a stand-alone document.

### 5. Other Items and Upcoming Events

#### Bring It On! Youth Working Group Updates

An update was provided on discussions during the Bring It On! Youth Working Group session held on Wednesday 22 October. Attendees provided ideas on each aspect of the event including entertainment, look and feel, activations and promotion. The next Bring It On! Youth Working Group meeting will be held on 12 October.

#### Workshop Opportunities

Each year, members of the YAC have the opportunity to take part in workshops, training and forums as part of their term. YAC members were asked to share ideas for any workshop or training topics they are interested in taking part in. This list will be used to research workshops that are most suited to the needs of members.

#### Youth Week 2026 Theme

A poll sent by the NSW Office for Youth was shared for YAC members to vote on the theme for Youth Week 2026. Three themes were shortlisted by the NSW Youth Advisory Council and sent out to all youth advisory groups in NSW. A collective vote was submitted by the YAC for the theme "Dream. Dare. Do."

#### Tour of the Fairfield Youth and Community Centre and 10<sup>th</sup> Anniversary Block Party Updates

A tour of the Fairfield Youth and Community Centre (FYCC) was provided for YAC members who had not been to the centre before. An overview of facilities in the youth centre, its purpose and its history was provided, as well as information on the current youth drop-in programs delivered by Fair Foundations and STARTTS.

An overview was also provided for planned activities at the FYCC 10<sup>th</sup> Anniversary Block Party to be held on Friday 12 December. The event has been developed with guidance from young people regularly attending youth drop-in services and with some feedback from YAC.

Meeting closed at 8:15pm.

Next meeting – Wednesday 3 December 2025, 5.30pm at Fairfield City Council Administration Building, Wakeley.



**Hot Topics Discussion – Experiences of Multicultural Young People**  
**Wednesday 5 November 2025**

A *Hot Topics* discussion was held at the Fairfield Youth Advisory Committee (YAC) meeting held on Wednesday 5 November 2025. *Hot Topics* discussions are an opportunity for YAC members to raise emerging and existing social issues affecting young people in their communities.

This month's discussion coincided with a visit from a Community Engagement Officer for the Western Sydney region from Multicultural NSW, the lead government agency representing diverse communities across the state. Multicultural NSW facilitates the Multicultural Youth Network (MYN) who, like the YAC, act as a voice for young people from culturally diverse backgrounds directly to the NSW Government. The MYN consists of members aged 18-24 who share their ideas and lived experiences to ensure multicultural youth voices are amplified and that their perspectives shape policies and programs which affect their communities.

Some of the discussion priorities from the MYN over the course of this year have included:

- Mental health barriers and cultural stigma in accessing services
- Participation in organised sport, particularly around barriers to access for young multicultural women
- Stigma, stereotypes and relationships with police and media
- The importance of creating safe, inclusive third spaces such as youth centres
- Youth justice and recidivism
- Lack of access to employment opportunities and services

Some of these topics were explored by the Fairfield YAC, who represent the lived experiences of one of the most culturally diverse communities of young people in NSW. Discussion groups were asked to respond to statements based on the above priorities and were asked whether they agreed or disagreed with the prompts based on their own perspectives.

Below are the statements that each group responded to, as well as a summary of discussion points raised by YAC members.

**Statement: Multicultural young people find it harder to access culturally appropriate mental health services.**

All YAC members in this group agreed with this statement. Similar discussions have been raised by YAC over recent years, exploring the intersections between cultural wellbeing and mental health. In past discussions, YAC advocated for an increase in recognising cultural wellbeing as a protective factor.

At this discussion, members spoke about the frustration multicultural young people have in finding mental health services, social workers or other mental health professionals which can resonate with and understand culturally specific barriers. It was also pointed out that First Nations young people have some of the larger barriers finding culturally appropriate services and some of the poorest mental health outcomes in the nation partially due to this lack of access.

The fear of living in close, tight-knit communities was also a barrier. Multicultural young people fear if a community member discovers they are accessing a service, word will travel quickly and add to a sense of shame. The taboo nature of mental health in some cultures was also spoken about. While some felt this was a stereotype, others felt that it is a real barrier. General lack of availability of counselling and psychology services for young people was also raised. Large waitlists, shortage of counsellors and psychologists and accessing referrals without a Medicare card are some of the barriers highlighted which contribute to a lack of access.

**Statement: Multicultural young people find representation through the creative arts in Australia.**

This statement resulted in mixed opinions from the YAC. Members recognised that the creative arts is a powerful vehicle for young people to express their connection to culture where they would otherwise not see representation in mass media. Despite this, the lack of access for multicultural communities to a sustained career in the arts prevents young people from seeing faces they can relate to on screen.

YAC members felt that representation was strong in smaller, community-level organisations such as PYT Fairfield and Outloud Arts. Through their work in elevating underrepresented and marginalised communities, organisations such as these allow young people to express their identities, stories and cultures.

Multicultural young people do not resonate in the same way with commercial media. They feel that representation of culture on screen is almost non-existent and when it does exist it is often tokenistic. Members felt these depictions show culture as something to be 'sold', lack authenticity and is often written to appease an Anglo-centric audience.

**Statement: Multicultural young people are stigmatised and stereotyped in media, by authority and in their daily lives.**

YAC members in this group generally agreed with this statement. They pointed to media as a major contributing factor to perpetuating negative stereotypes of young people. A lack of diversity in news reporters and shows, the sensational nature of reporting on incidents involving multicultural peoples and negative headlines and articles which highlight people's ethnicities are all factors which lead to this sentiment.

These depictions create real-world impacts on the safety and wellbeing of multicultural young people. Shifting attitudes have created social disharmony and YAC members have pointed to certain ethnic groups being deliberately targeted by violence soon after receiving negative media attention. There is also a strong feeling that young people in general, but particularly multicultural young people, experience prejudice

through interactions with authority and decision making around crime prevention. They pointed to the Queensland Government's controversial changes to youth justice legislation as being reactionary to problematic stereotypes. There is also a strong sentiment that regions that are more culturally diverse, or which have a higher population of First Nations young people, are treated with more scrutiny.

**Statement: Multicultural young people see sport as an accessible way to find belonging and participate in their communities.**

YAC members in this group generally agreed with this statement. Sport is ingrained into the fabric of many communities and cultures, including many First Nations communities where Elders embed sport in learning and a way of living for young people. Many multicultural young people also see sport as a way to escape from the pressures of daily life or of home. It is an opportunity for them to connect with others their age who are like-minded and share the same passions for their sport.

**Statement: Multicultural young women face barriers to participation in sport.**

There were mixed opinions from the group on this statement. For some, sport is a deep part of young people's lives and communities regardless of their gender. Where certain communities have a strong connection between a specific sport and their identities, these sports remain popular with young women and serve as a powerful avenue for belonging. However, it was also pointed out that in the organised sports realm, few young female teams exist.

Many sports clubs, competitions and leagues cater heavily towards boys' and men's teams, making it hard for young women to find available teams or being forced to travel further from home to access one. When they are found, they are not often culturally inclusive. Some also shared that clubs do not always create positive and healthy environments for young women despite having a women's team. Despite the barriers to access, multicultural young women continue to value the role of sport in their lives and in helping them find a sense of belonging.



Bring It On! Youth Festival 2025. Photography used with permission.

## OUTCOMES COMMITTEE

Meeting Date 2 December 2025

Item Number. 130

**SUBJECT:** Information Report - Monthly Investment Report November 2025

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**FILE NUMBER:** 25/23527

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**REPORT BY:** Jennifer Lim Hernandez, Manager Finance

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### **RECOMMENDATION:**

That the report be received and noted.

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### **SUPPORTING DOCUMENTS:**

There are no supporting documents for this report.

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### **CITY PLAN**

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

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### **SUMMARY**

The investment report provides a monthly update on the details of Council's current investments and certifies that those investments are in accordance with the Local Government Act, Regulations and Council's Investment Policy.

In addition, Clause 212 of the Local Government (General) Regulation 2021 requires the Responsible Accounting Officer of a council to provide a written report to Council each month setting out details of all money that Council has invested under Section 625 of the Act and for the report to include a certification as to whether or not the investment has been made in accordance with the Act.

The information for the monthly report is obtained from Council's investment advisor on the first day of the preceding calendar month. As a result, the November report will not be available until early December, which means that the monthly investment report is unable to be completed prior to the Outcomes Committee Meeting on 2 December 2025.

Therefore, the monthly investment report incorporating a written report from the Responsible Accounting Officer and supporting attachments will be included in a Supplementary Outcomes Chairperson's Report to be submitted to the Ordinary Council Meeting scheduled for Tuesday 9 December 2025.

**OUTCOMES COMMITTEE**

**Meeting Date 2 December 2025**

**Item Number. 130**

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Jennifer Lim Hernandez  
**Manager Finance**

**Authorisation:**  
Deputy General Manager & CFO

Outcomes Committee - 2 December 2025

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\*\*\*\*\* END OF ITEM 130 \*\*\*\*\*