

Services Committee



AGENDA

DATE OF MEETING: 14 July 2026

LOCATION: Council Chambers

TIME: At the conclusion of the Outcomes Committee

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.

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ITEM	SUBJECT	PAGE
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-	CONFIRMATION OF MINUTES	
-	CONFLICT OF INTEREST	

SECTION A

‘Matters referred to Council for its decision’

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108:	<u>NSW Office of Sport Grant - Local Sport Program - White City Soccer Club - Chisholm Park Main Field Extension</u> File Number: 17/20343	14
109:	<u>Tresalam Street Levee Repairs</u> File Number: 26/02813	16

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

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

110:	<u>Drainage Easement over Part Day Park Lansvale</u>	
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CONFIDENTIAL - It is recommended that the Council resolve into Closed Session with the press and public excluded to allow consideration of this item, as provided for under Section 10A(2)(c)(d(i)) of the Local Government Act, 1993, on the grounds that:

(c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business; and

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

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

File Number: 26/17522	20
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***** **CONFIDENTIAL** *****

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

111: Update on Parks for Fairfield

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

- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business; and*
(d(i)) commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.
and dealing with the matter in Open Session would be, on balance, contrary to the public interest.

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SECTION B

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

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- 121:** Divisional Update Report - Quarter 4 - Governance
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- 122:** Information Report - Procurement Exemption - Provision of Cleaning Services
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***** **CONFIDENTIAL** *****

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

- 124:** Strategic Property Consideration in Fairfield CBD

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

- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business; and*
- (d(i)) commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.*

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

File Number: 26/20982 96

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SECTION A

‘Matters referred to Council for its decision’

SERVICES COMMITTEE

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Item Number. 105

SUBJECT: Create NSW Grant - Western Sydney Strategic Partnerships Program - Fairfield Voices

FILE NUMBER: 24/27990

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

RECOMMENDATION:

That the grant of seventy-seven thousand dollars (\$77,000.00 ex. GST) offered by Create NSW under the Western Sydney Strategic Partnership Program for Fairfield City Museum & Gallery's project Fairfield Voices be received into the 2026-2027 Operational Plan and its expenditure for that purpose, be voted.

SUPPORTING DOCUMENTS:

There are no supporting documents for this report.

CITY PLAN

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

SUMMARY

Fairfield City Museum & Gallery's (FCMG) application to Create NSW's Western Sydney Strategic Partnership Program for a total of \$77,000 (ex. GST) was successful. This project covers a 2-year period with the grant amount paid in the 2026-2027 financial year.

Background

FCMG has demonstrated sustained growth in the quality and impact of its exhibitions, projects and programs, reflected in the increasing frequency and value of external funding secured. In 2025, FCMG secured a \$450,000 multi-year Create NSW grant. In 2026, FCMG progressed through a competitive Expression of Interest process and was awarded \$77,000 (ex GST) through the Create NSW Western Sydney Strategic Partnership Program for the Fairfield Voices project.

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Fairfield Voices is a 2-year creative partnership between FCMG and Western Sydney cultural organisations, including Think+DO Tank, Sweatshop Literacy Movement and the Penrith Museum of Printing. The project supports First Nations and culturally and linguistically diverse (CaLD) creatives through skills development, creative production and community engagement.

The project will culminate in 4 bi-annual publications showcasing new writing and visual work by emerging and established creatives from Western Sydney, supported by workshops, commissioned graphic artworks and hands-on printmaking activities.

Funding will support the production of the publications, delivery of writing workshops, commissioning of graphic artworks and activation of The Biz printery in partnership with the Penrith Museum of Printing, including printing demonstrations and traditional printmaking skill development.

FCMG will deliver the project with strong artistic integrity, meaningful community engagement and robust support for First Nations and CaLD creatives.

Economic Implications

The grant funding will support expanded program delivery and generate paid employment opportunities for artists, writers and creative practitioners based in the Fairfield Local Government Area, contributing to the local creative economy.

Financial Implications

The Western Sydney Strategic Partnership Program is guaranteed to cover the next 2 years (2026-2028).

This funding complements Council's budget allocation and enables the full delivery of the service plan, supporting program outcomes.

CONCLUSION

That the grant of seventy-seven thousand dollars (\$77,000.00 ex. GST) offered by Create NSW under the Western Sydney Strategic Partnership Program, for Fairfield City Museum & Gallery's project Fairfield Voices, be received into the 2026-2027 Operational Plan and its expenditure for that purpose, be voted.

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Carmel Aiello
Co-ordinator Museum and Gallery

Authorisation:

Manager Libraries and Museum
Director City Assets

Services Committee - 14 July 2026

File Name: **CSC14072026_11.DOCX**

***** END OF ITEM 105 *****

SERVICES COMMITTEE

Meeting Date 14 July 2026

Item Number. 106

SUBJECT: NSW Department of Climate Change, Energy, the Environment and Water Grant - EV Fleets Incentive Kick-Start Funding

FILE NUMBER: 26/21534

REPORT BY: David Niven, Director City Delivery

RECOMMENDATION:

That:

1. The grant of sixteen thousand dollars (\$16,000.00 excl GST) offered by the NSW Department of Climate Change, Energy, the Environment and Water under the EV Fleets Incentive - Kick-Start Funding Program be accepted.
 2. The grant of sixteen thousand dollars (\$16,000.00 excl. GST) offered by the NSW Department of Climate Change, Energy, the Environment and Water be received into the 2026/2027 Operational Plan and its expenditure for that purpose be voted.
 3. Fifty-three thousand, eight hundred and twenty dollars (\$53,820.00) from General Funds be voted into the 2026/2027 Operational Plan for expenditure on the EV Fleets Incentive - Kick-start Funding Program grant infrastructure works.
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SUPPORTING DOCUMENTS:

There are no supporting documents for this report.

CITY PLAN

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

SUMMARY

Council has been successful in securing funding under the NSW EV Fleets Incentive - Kick-Start Funding program, administered by the Department of Climate Change, Energy, Environment and Water, for assistance to procure 2 electric vehicles and associated smart charging infrastructure for Council's fleet.

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It is recommended Council accept the grant of \$16,000 (excl. GST) and allocate \$53,820.00 (excl. GST) from General Funds towards the balance required to provide the charging ports. A 15% contingency is also included in the project budget.

Funding for replacing the 2 vehicles is included within the 2026-2027 Operational Plan Fleet Replacement Program (MPFR2701).

Background

Council applied for funding under the NSW EV Fleets Incentive - Kick-Start Funding program for assistance in purchasing 2 passenger electric vehicles and associated smart charging infrastructure. The funding provides an opportunity to test the effectiveness of including electric vehicles in its fleet before considering wider application.

Council has been notified the grant application was successful. The funding deed (EVFI-FY26KS00488) allows for a maximum incentive of \$16,000 (excl. GST) to provide:

- \$10,000 towards the 2 vehicles (\$5,000 each), and
- \$6,000 towards 2 smart charging ports (\$3,000 each)

One of the locations for the smart charging ports to be installed is at the Cardwell Street Depot and the other port is in the basement car park at Council's Administration Building. These installations include hardware, services and operating software.

Under the deed, Council must purchase and register the vehicles and install the smart chargers and provide evidence of both, within 100 business days of receiving the deed. The deed runs for 365 days from execution and is subject to standard NSW Government grant conditions, including reporting, audit and repayment obligations.

Financial Implications

Funding for the 2 vehicles already exists within the 2026-2027 Operational Plan Fleet Replacement Program (MPFR2701) and no additional funding is required.

The \$6,000.00 grant contribution towards charging infrastructure does not cover the full installation cost. Based on current business case estimates, the infrastructure component is expected to cost approximately \$46,800.00 (excl. GST) after the grant is applied. Allowing for a 15% contingency, a budget of \$53,820.00 (excl. GST) is recommended from General Funds.

CONCLUSION

It is recommended that Council accept the grant of \$16,000.00 (excl. GST) under the EV Fleets Incentive - Kick-Start Funding program and allocate \$53,820.00 (excl. GST) from General Fund towards the charging infrastructure component.

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David Niven
Director City Delivery

Authorisation:
Acting General Manager

Services Committee - 14 July 2026

File Name: **CSC14072026_22.DOCX**

***** END OF ITEM 106 *****

SERVICES COMMITTEE

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Item Number. 107

SUBJECT: NSW Office of Sport Grant - Local Sport Program - Cabra-Vale Ex-Active Servicemen's/Fairfield Athletics Centre Inc - Makepeace Oval Long Jump Pit Renewal

FILE NUMBER: 17/20343

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

RECOMMENDATION:

That the grant of six thousand dollars (\$6,000.00 excl GST) offered by NSW Office of Sport under the Local Sport Grant Program for the Makepeace Oval Long Jump Pit Renewal be received into the 2026-2027 Operational Plan and its expenditure for that purpose, be voted.

SUPPORTING DOCUMENTS:

There are no supporting documents for this report.

CITY PLAN

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

SUMMARY

This report recommends that Council include a new project in the 2026-2027 Operational Plan to receive and expend \$6,000.00 (excl GST) in grant funding secured by Cabra-Vale Ex-Active Servicemen's/Fairfield Athletics Centre Inc. for the renewal of the concrete border surrounding the single long jump pit at Makepeace Oval, Fairfield.

Discussion

Council supports applications for external grant funding by clubs and community organisations where the proposed works align with Council and community priorities.

In August 2025, Cabra-Vale Ex-Active Servicemen's/Fairfield Athletics Centre Inc. (the Club) approached Council seeking support for a grant application to undertake renewal works to the concrete edging surrounding 1 of the long jump pits at Makepeace Oval. The Club advised that the proposed works would be fully funded through the grant and that, if successful, the funding would be provided to Council to deliver the project.

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Council has since been advised that the Club was successful in securing \$6,000.00 (excl. GST) through the NSW Office of Sport Local Sport Grant Program. The Club remains responsible for complying with the grant conditions, including acquittal and reporting requirements to the funding body.

The proposed works will improve the condition, safety and functionality of the athletics facility while reducing future renewal and maintenance costs that may otherwise need to be funded by Council. To facilitate delivery, it is proposed that Council establish a dedicated project within the 2026-2027 Operational Plan and invoice the Club for the full cost of the works prior to commencement.

The proposed delivery timeframe will enable the Club to meet its grant reporting and acquittal obligations.

CONCLUSION

This report recommends that Council establish a new project in the 2026-2027 Operational Plan for the Makepeace Oval Long Jump Pit Renewal, with a project budget of \$6,000.00 (excl GST) funded through an external grant secured by Cabra-Vale Ex-Active Servicemen's/Fairfield Athletics Centre Inc.

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

Authorisation:

Manager City Assets
Director City Assets

Services Committee - 14 July 2026

File Name: **CSC14072026_3.DOCX**

***** END OF ITEM 107 *****

SERVICES COMMITTEE

Meeting Date 14 July 2026

Item Number. 108

SUBJECT: NSW Office of Sport Grant - Local Sport Program - White City Soccer Club
- Chisholm Park Main Field Extension

FILE NUMBER: 17/20343

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

RECOMMENDATION:

That the grant of ten thousand five hundred and sixty dollars (\$10,560.00 excl GST) offered by NSW Office of Sport under the Local Sport Grant Program for Chisholm Park Main Field Extension be received into the 2026-2027 Operational Plan and its expenditure for that purpose, be voted.

SUPPORTING DOCUMENTS:

There are no supporting documents for this report.

CITY PLAN

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

SUMMARY

This report recommends that Council include a new project in the 2026-2027 Operational Plan to receive and expend \$10,560.00 (excl GST) in grant funding secured by White City Soccer Club. The funding will support the extension of the main soccer field at Chisholm Park, Canley Heights, including hybrid turf installation at the northern goal mouth and removal of existing fixed goals.

Discussion

Council supports applications for external grant funding by clubs and community organisations where the proposed works align with Council and community priorities.

In August 2025, White City Soccer Club approached Council seeking support for a grant application to extend the main soccer field at Chisholm Park by 10 metres, including hybrid turf at the northern goal mouth and removing the existing fixed goals in favour of portable goals.

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Item Number. 108

White City Soccer Club has since secured \$10,560.00 (excl. GST) through the NSW Office of Sport Local Sport Grant Program. The Club will remain responsible for complying with the grant conditions, including acquittal and reporting requirements.

The proposed works will improve the functionality of the main field and enable the Club to host higher-level competition matches at Chisholm Park. This has the potential to increase participation, enhance the user experience and support additional revenue opportunities for the Club.

To facilitate delivery, it is proposed that Council establish a new project within the 2026-2027 Operational Plan. Delivery of the works is scheduled for Quarter 1, which will assist the Club in meeting its grant acquittal and reporting obligations.

CONCLUSION

It is recommended that Council establish a new project within the 2026-2027 Operational Plan for the Chisholm Park Main Field Extension, with a project budget of \$10,560.00 (excl GST) funded through an external grant secured by White City Soccer Club.

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

Authorisation:

Manager City Assets
Director City Assets

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File Name: **CSC14072026_9.DOCX**

***** END OF ITEM 108 *****

SERVICES COMMITTEE

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Item Number. 109

SUBJECT: Tresalam Street Levee Repairs

FILE NUMBER: 26/02813

PREVIOUS ITEMS: 86 - Response to NSW State Government - Ramsay Street Deflector Levee - Services Committee - 10 Jun 2025

REPORT BY: Leonie Gray, Manager Catchment Planning

RECOMMENDATION:

That the secured funding by NSW Public Works for their upcoming works at Tresalam Street Levee repair project in Mount Pritchard, be received and noted.

SUPPORTING DOCUMENTS:

There are no supporting documents for this report.

CITY PLAN

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

PURPOSE

To inform that NSW Public Works have secured funding from the Department of Primary Industries and Regional Development for the Tresalam Street Levee repair project in Mount Pritchard to be delivered by NSW Public Works.

Background

The Tresalam Street Levee was constructed in the early 1990s to mitigate flood impacts following significant flooding events in the 1980s along Cabramatta Creek. The levee provides critical flood protection to several residential properties in Mount Pritchard.

Recent assessments have identified sections of the levee system requiring repair and improvement to ensure ongoing performance and resilience.



Figure 1: Location of the Levee

Grant Funding

NSW Public Works successfully secured \$1.2 million in funding under the NSW Government's Flood Levee Repair Program to undertake necessary repair works in Fairfield City.

The Ramsay Street Deflector Levee was initially nominated by NSW Public Works as the priority site. However, Council advised that it did not recognise the Ramsay Street Deflector Levee as a Council-owned asset and therefore declined responsibility for the works. For further information, please refer to Services Item 86 of 10 June 2025.

As an alternative, the Tresalam Street Levee, confirmed as a Council-owned asset, was proposed. This substitution was subsequently accepted by NSW Public Works.

The grant is administered by the Department of Primary Industries and Regional Development in collaboration with the NSW Department of Climate Change, Energy, the Environment and Water and the NSW Reconstruction Authority.

Scope of Works

The works, located adjacent to Cabramatta Creek, will include:

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- Vegetation removal
- Remediation and reinstatement of levee sections
- Installation of scour protection
- Repair or replacement of floodgates and culvert outlets (where required)

These works will improve flood resilience of the levee system and enhance operational access for routine maintenance and emergency response.



Figure 2: Concept Design

Construction

NSW Public Works will lead delivery and is currently procuring a contractor. It is anticipated that construction will commence in July 2026 and be completed in December 2026.

Community Notification

Local residents will be notified in advance of construction, with details on the project timing, expected impacts and key benefits provided.

CONCLUSION

The secured funding for Tresalam Street Levee enables necessary repair works to proceed, improving flood protection outcomes for Mount Pritchard.

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Item Number. 109

Leonie Gray
Manager Catchment Planning

Authorisation:
Director City Assets

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File Name: **CSC14072026_16.DOCX**
***** END OF ITEM 109 *****

Services Committee



SECTION B

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

SERVICES COMMITTEE

Meeting Date 14 July 2026

Item Number. 112

SUBJECT: Request for Donation - Community Volunteer Fund

FILE NUMBER: 26/02043

REPORT BY: Anna Milienou, Co-ordinator Executive Support

RECOMMENDATION:

That Council make a donation of five hundred dollars (\$500.00) from the Community Volunteer Fund to Rosa Italian Pensioner Group towards their social activities.

SUPPORTING DOCUMENTS:

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

1 Page

CITY PLAN

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

SUMMARY

The Community Volunteer Fund was established for the purpose of providing financial assistance to volunteers and community groups to support existing or new community programs within the Fairfield Local Government Area (LGA) and is intended to cover areas where other grants are not suitable or available.

Rosa Italian Pensioner Group

Written representation has been received from Rosa Cuciniello on behalf of the Rosa Italian Pensioners Group seeking financial assistance towards their social activities such as excursions to local parks and gardens and information sessions on health and fitness.

Rosa Italian Pensioner Group is a non-profit organisation that aims to bring local pensioners together by providing a social meeting place and social activities.

Rosa Italian Pensioner Group meets the primary eligibility requirements of the Community Volunteer Fund Policy of delivering an existing community program, therefore a donation of \$500.00 would be appropriate.

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Connection to Fairfield LGA

Rosa Italian Pensioner Group operates from the Fairfield Community Services Centre Hall located within the Fairfield LGA.

LEGISLATIVE REQUIREMENTS

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

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

FUND REGISTER

A summary of the applications declined, payments made this financial period and Certificates of Appreciation or receipts is outlined in Attachment A.

Anna Milienou

Co-ordinator Executive Support

Authorisation:

Manager Governance and Audit

Director People Culture and Operations

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File Name: **CSC14072026_7.DOCX**

***** END OF ITEM 112 *****

Community Volunteer Fund 2025/2026										
Key/Legend	Green = Accepted	Red = Declined	Yellow = Pending							
Application Received	Applicant	Purpose	Contact Details	Address	Fairfield LGA Yes/No	Amount Requested	Accept/Decline	Reason Approved/Declined	Balance in Fund	Date Receipt listed in future report
									\$10,000.00	
1/05/2026	Rosa Cuciniello	Italian and Pensioners Group Fairfield			Yes	\$500	Accept	Approved	\$9,500.00	

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Item Number. 113

SUBJECT: Request for Donation - Mayoral Donations Fund

FILE NUMBER: 25/16200

REPORT BY: Anna Milienu, Co-ordinator Executive Support

RECOMMENDATION:

That Council make a donation of five hundred dollars (\$500.00) from the Mayoral Donations Fund to Bonnyrigg High School Parent and Citizens (P&C) Association towards their 65th Anniversary Commemorative Garden.

SUPPORTING DOCUMENTS:

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

2 Pages

CITY PLAN

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

SUMMARY

The Mayoral Donations Fund provides small 1-off donations to individuals and groups within the Fairfield Local Government Area (LGA) who build communities and help individuals achieve their full potential and is intended to cover areas where other grants are not suitable or available.

Bonnyrigg High School P&C Association

Written representation has been received from Bonnyrigg High School Parent and Citizens (P&C) Association seeking a donation towards their 65th Anniversary commemorative garden.

To commemorate this significant milestone, the school P&C Association is developing a permanent commemorative garden within the school grounds. The garden will create a permanent legacy within the school, celebrating 65 years of educational excellence and community contribution. The centrepiece sculpture will be designed and constructed collaboratively by students and teachers providing a unique opportunity for students to contribute to a lasting piece of school history.

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Council's donation will assist with the cost of materials required to create the commemorative garden.

Bonnyrigg High School P&C Association meets the primary eligibility requirements of the Mayoral Donations Fund Policy to help build better communities, therefore a donation of \$500.00 would be appropriate.

Connection to Fairfield LGA

Bonnyrigg High School is located within the Fairfield LGA.

LEGISLATIVE REQUIREMENTS

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

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

FUND REGISTER

A summary of the applications declined, payments made this financial period and Certificates of Appreciation or receipts is outlined in Attachment A.

Anna Milienou
Co-ordinator Executive Support

Authorisation:

Manager Governance and Audit
Director People Culture and Operations

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File Name: **CSC14072026_14.DOCX**

***** END OF ITEM 113 *****

Mayoral Donations Fund 2025/2026										
Key/Legend	Green = Accepted	Red = Declined	Yellow = Pending							
Application Received	Applicant	Purpose	Contact Details	Address	Fairfield LGA Yes/No	Amount Requested	Accept/ Decline	Reason Approved/ Declined	Balance in Fund	Date Receipt listed in future report
									\$10,000.00	
3/07/2025	Smithfield Public School	Fete			Yes		Withdraw	Withdraw		
15/07/2025	Norwest Junior Rugby Club	Fundraising Night			No		Decline	Not in the LGA		
30/07/2025	Aboriginal Corporation for Homeless	Ride on Mower			Yes		Decline	Does not meet criteria		
28/07/2025	Jez Premier Promotions	Mats			Yes	\$500.00	Accept	Meets Criteria	\$9,500.00	9/06/2026
7/08/2025	Canley Vale Public School Parents and Citizens Association	Community Day Event			Yes	\$500.00	Accept	Meets Criteria	\$9,000.00	14/04/2026
16/08/2025	Our Lady of Mt Carmel	Market Day			Yes		Decline	Withdrew		
25/08/2025	Pakistani Wesleyan Methodist Church	free food and clothing			Yes		Decline	No further information		
25/08/2025	Bethesda Pentecostal Church	New church			Yes		Decline	No further information		
29/08/2025	Sydney Baseball Lions Club	Children's Day Out			Yes	\$500.00	Accept	Meets Criteria	\$8,500.00	14/04/2026
9/09/2025	Congolese Community of NSW	Congolese General Assembly			Yes		Decline	Retrospect		
14/09/2025	The Mustard Seed Projects	Sending a 20ft container overseas					Decline	No further information		
15/09/2025	Green Valley Public School Fundraising	Bingo Night			No		Decline	Not in the LGA		
17/09/2025	Mount Pritchard East Public School	Christmas Raffle			Yes		Decline	No further information		
23/09/2025	Rotary Club of Fairfield City	Rotary Carols at Horsley Park			Yes	\$1,000.00	Accept	Meets criteria	\$7,500.00	14/04/2026
24/09/2025	Dawang Connections	National Indigenous Touch Football Knockout (NITFKO)					Decline	No further information		
22/10/2025	Werrington Country Public School	Christmas Raffle			No		Decline	Not in the LGA		
16/02/2026	Canley Heights RSL FC	Digger Cup			Yes	\$1,000.00	Accept	Meets Criteria	\$6,500.00	
2/03/2026	Zowaa Incorporated	Assyrian New Year			Yes	\$500.00	Accept	Meets criteria	\$6,000.00	
17/02/2026	Nathan [REDACTED]	NSW Youth Parliament Program			Yes	\$500.00	Accept	Meets Criteria	\$5,500.00	
4/03/2026	Our Lady of Mt Carmel	Multicultural Fete			Yes	\$500.00	Accept	Meets Criteria	\$5,000.00	
25/02/2026	Hills Community Aid	Western Sydney Corporate Charity Lunch			Yes	\$500.00	Accept	Meets Criteria	\$4,500.00	

ATTACHMENT A

Item: 113

Mayoral Donations Fund Register

11/03/2026	James Busby High School	Australian Volleyball Schools Cup		No		Declined	Not in the LGA		
2/04/2026	Horsley Park Community Social Group & Friends	Cancer Council's Biggest Morning Tea		Yes	\$500.00	Accept	Meets Criteria	\$4,000.00	
16/04/2026	Maria Nietes	Nathan Cooper		Yes	\$500.00	Accept	Meets Criteria	\$3,500.00	
8/05/2026	Sinilia Radivojevic	Cancer Council's Biggest Morning Tea		Yes	\$500.00	Accept	Meets Criteria	\$3,000.00	
14-May-26	Joe Briffa	Fairfield Art Society		Yes	\$500	Accept	Meets Criteria	\$2,500.00	
25/05/2026	Vivianne Dawalibi	Future Power Academy (Book Launch)		Yes	\$500	Requested additional information by Wed 27 May	Declined (out of area)		
10/06/2026	Bonnyrigg High School	Bonnyrigg HS 65th Anniversary Commemorative Garden		Yes	\$500	Accept	Meets Criteria	\$2,000.00	

SERVICES COMMITTEE

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Item Number. 114

SUBJECT: Completion of Powhatan Reserve Detention Basin Upgrade Works

FILE NUMBER: 19/00851

REPORT BY: Leonie Gray, Manager Catchment Planning

RECOMMENDATION:

That the report be received and noted.

SUPPORTING DOCUMENTS:

There are no supporting documents for this report.

CITY PLAN

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

Purpose

The purpose of this report is to inform Council of the completion of the Powhatan Reserve Detention Basin upgrade works, outline the key components of the project and report on the outcomes achieved.

The report demonstrates how the completed works have improved flood mitigation performance, reduced dam safety risks, achieved compliance with Dams Safety NSW legislative requirements and delivered operational and financial benefits to Council.

Background

The Powhatan Reserve Detention Basin is located adjacent to Mimosa Road Greenfield Park. The basin was previously classified as a declared dam under the NSW Dams Safety Act due to its potential risk profile, including the consequences associated with dam failure. Historical assessments identified that upgrades were required to improve the basin's hydraulic capacity, structural integrity and spillway performance to meet current Dams Safety NSW requirements.

In particular, the absence of a defined and adequately designed spillway, combined with limited outlet capacity, resulted in an elevated risk classification. This necessitated detailed investigations and the development of upgrade works to reduce the likelihood and consequences of failure, improve flood behaviour and ensure compliance with contemporary safety standards.

Completed Works and Outcomes

The Powhatan Reserve Detention Basin upgrade has been successfully completed, delivering significant improvements to flood mitigation performance and public safety. The works were designed and constructed in accordance with Council requirements and Dams Safety NSW standards, supported by detailed hydraulic, structural and geotechnical assessments.

Key Upgrade Works

The project comprised the following major components:

1. Hydraulic Capacity Upgrade
The existing Ø2450 mm diameter pipes beneath Mimosa Road were replaced with a 2400 mm (H) × 3000 mm (W) reinforced concrete box culvert. This upgrade enables the basin to safely contain and convey the 1% Annual Exceedance Probability (AEP) event without overtopping or outflanking of the embankment.
2. Spillway Construction
The embankment adjacent to Mimosa Road was reconstructed to form a formal spillway, designed to safely pass flows up to the 1 in 500 AEP event without erosion or structural failure.
3. Embankment Raising
The northern and southern embankments were raised to increase storage capacity and direct flows toward the spillway during extreme flood events.
4. Energy Dissipation Measures
Baffle blocks were installed on the outlet culvert headwall apron to reduce flow velocities and minimise downstream erosion.

During the construction phase, the project was impacted by several unforeseen challenges, including contamination within the embankment, delays arising from Endeavour Energy industrial action, constraints associated with interfacing with Sydney Water assets and extended periods of wet weather that resulted in site flooding.

Compliance and Safety Outcomes

The completed works achieve compliance with Dams Safety NSW legislative requirements. A revised Dambreak and Consequence Category Assessment has been approved by Dams Safety NSW, confirming that:

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- The likelihood and consequence of failure have been significantly reduced.
- The basin now falls below the regulatory safety threshold.
- The dam has been removed from the Declared Dams Register.

In addition, the spillway has been relocated from Comanche Crescent to Mimosa Road, redirecting overflow away from residential properties and aligning flows with the existing riparian corridor.

Flood Mitigation Benefits

The upgrade delivers measurable improvements to flood behaviour and community safety, including:

- Reduced risk of dam failure through the provision of a defined and protected spillway.
- Lower flood levels for adjacent residential properties for events between the 5% and 1% AEP.
- Improved flood immunity along Mimosa Road, with flows contained up to and including the 1% AEP event.
- More controlled and predictable overflow behaviour during larger flood events.

Dams Safety NSW Guidance

As part of the updated Dambreak and Consequence Category Assessment, revised Dams Safety NSW guidance relating to the calculation of Probable Loss of Life (PLL) was adopted. This updated methodology, together with the completed upgrade works, demonstrated that the overall risk profile of the basin has been sufficiently reduced to enable its removal from the Declared Dams Register under the NSW Dams Safety Act 2015.

Council's Ongoing Responsibility

Council staff will continue routine inspection, monitoring and maintenance of the basin to ensure ongoing compliance, asset integrity and operational performance.

With the basin no longer classified as a Declared Dam, Council's regulatory obligations relating to inspection and reporting have been reduced.

CONCLUSION

The Powhatan Reserve Detention Basin upgrade has successfully achieved its primary objectives of improving dam safety, enhancing flood mitigation performance and meeting regulatory requirements.

The completed works have significantly reduced the likelihood and consequences of dam failure through the provision of a defined spillway, increased hydraulic capacity and improved embankment resilience. These improvements have resulted in better flood protection for surrounding residential properties and increased flood immunity along Mimosa Road.

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The approval of the updated Dambreak and Consequence Category Assessment by Dams Safety NSW confirms that the basin now falls below the regulatory safety threshold, enabling its removal from the Declared Dams Register. This outcome represents a substantial reduction in risk and regulatory burden for Council.

Overall, the upgrade represents a successful investment in critical flood mitigation infrastructure, delivering long-term safety, resilience and long-term financial benefits to the community.

Leonie Gray
Manager Catchment Planning

Authorisation:
Director City Assets

Services Committee - 14 July 2026

File Name: **CSC14072026_5.DOCX**
***** END OF ITEM 114 *****

SERVICES COMMITTEE

Meeting Date 14 July 2026

Item Number. 115

SUBJECT: Extended Library Hours to Support HSC Students at Fairfield City Open Libraries

FILE NUMBER: 21/47382

PREVIOUS ITEMS: 137 - Extended Opening Trial of the Whitlam Library - Services Committee - 11 Sep 2018
16 - Extended Opening Trial of the Whitlam Library - Interim Report - Services Committee - 13 Feb 2018
146 - Extended Opening of the Whitlam Library Pilot - Services Committee - 12 Sep 2017

REPORT BY: Hollie McPherson, Manager Libraries and Museum

RECOMMENDATION:

That:

1. The current provision of extended library opening hours during the HSC examination period be noted.
 2. The attendance data and associated costs outlined in the report, be noted.
 3. Council determine the preferred duration of the annual extended hours program for 2026.
-

SUPPORTING DOCUMENTS:

There are no supporting documents for this report.

CITY PLAN

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

SUMMARY

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Fairfield City Open Libraries has provided extended opening hours during the HSC examination period since 2017, offering students access to study spaces, technology, Wi-Fi and library resources outside standard operating hours. The service is now an established part of library operations and is funded within the existing budget.

Extended hours currently operate annually for approximately 16 weeks, from late July to early November, at Whitlam Library, Fairfield Library and Bonnyrigg Library. As attendance fluctuates throughout the period and no consistent attendance trend has been identified, an opportunity exists to review the duration of the service and consider whether a shorter operating period may achieve similar community outcomes while reducing staffing and operational costs.

This report presents attendance data, operational considerations and cost implications associated with the current service model and reviews the service duration. The report presents 4 delivery options ranging from the existing 16-week program to an 8-week program and recommends an option that balances community benefit against staffing and security costs.

Background

Council approved a trial of extended opening hours at Whitlam Library in 2017 as part of the Open Libraries program. Following the successful trial, extended hours were incorporated into library operations and have since become an established service offering. Since the original trial, operating arrangements have been refined in response to community needs, operational requirements and changes arising from the COVID-19 pandemic.

In 2025, Whitlam Library operated under an extended hours model, extending opening hours from 8.00pm until 10.00pm on Tuesday, Wednesday and Thursday evenings, supported by staff, technology and onsite security services. Extended opening hours were also provided at Bonnyrigg Library and Fairfield Library during the HSC study period to improve access to study space across the city.

Students preparing for examinations use the libraries for individual study, group learning, access to technology, Wi-Fi and study resources.

Attendance data collected over recent years demonstrates ongoing use of the service; however, attendance fluctuates significantly from week to week and no consistent attendance pattern has emerged.

As the service is now established as business as usual, this review focuses on the duration of annual delivery and whether the current 16-week operating period remains the most effective use of resources, or whether a shorter period concentrated closer to the HSC examinations would continue to meet community needs while reducing operating costs.

Usage and Attendance Data

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Attendance Analysis - Whitlam Library

Year	Attendance	Average Attendance per Hour
2023	958	10 persons per hour
2024	1,627	18 persons per hour
2025	1,127	12 persons per hour

Analysis of attendance data does not identify a consistent attendance trend during the extended hours period. Attendance varied from week to week, ranging from 28 to 125 visits per week, with both high- and low-attendance periods occurring throughout the trial.

Average attendance at Whitlam Library in 2025 was approximately 70 visits per week (24 visits per evening). The variation in attendance suggests that customer demand is influenced by a range of factors beyond the extended hours offering itself and the data does not demonstrate a clear pattern that could be used to predict future attendance levels.

Attendance Analysis - Bonnyrigg Library

Year	Attendance	Average Attendance per Hour
2025	405	14 persons per hour

Attendance at Bonnyrigg Library averaged approximately 28 customers per evening during the 2025 extended hours period. Weekly attendance ranged from 12 to 67 customers, with fluctuations occurring throughout the program. While attendance was generally stronger during October, the data does not demonstrate a consistent upward or downward trend.

Attendance Analysis - Fairfield Library

Year	Attendance	Average Attendance per Hour
2025	300	5

Fairfield Library has seen a decrease from a total of 693 visits during the extended opening period in 2024 to 300 in 2025. Given the continued decline in patronage, extended opening hours at Fairfield Library are no longer considered an efficient use of Council resources. It is proposed not to provide extended opening hours at Fairfield Library due to the low uptake.

FINANCIAL IMPLICATIONS

The annual cost of the extended opening program comprises additional library staffing at Whitlam and Bonnyrigg Libraries together with onsite security services at Whitlam Library.

As the duration of the program decreases, staffing and security costs reduce proportionally. The greatest component of the program cost is security, accounting for approximately 49% of the total annual expenditure.

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Cost Comparison

Duration	Bonnyrigg	Whitlam	Security	Total
16 weeks	\$2,646.40	\$4,962.24	\$7,380.00	\$14,988.64
12 weeks	\$1,984.80	\$3,721.68	\$5,904.00	\$11,610.48
10 weeks	\$1,654.00	\$3,101.40	\$4,920.00	\$9,675.40
8 weeks	\$1,323.20	\$2,481.12	\$3,936.00	\$7,740.32

ALIGNMENT WITH THE HSC CALENDAR

The current 16-week extended opening hours period begins during the HSC Trial Examination period.

For 2026:

- Trial examinations generally occur between late-July and mid-August.
- Term 3 concludes on 26 September 2026.
- Students have approximately 10 weeks before the HSC examinations commence on 13 October 2026 to 5 November 2026.

The below options are provided for extended opening hours for Whitlam Library and Bonnyrigg Library.

Options Comparison

Program	Extension Period	Cost	Saving to Budget	Advantages	Disadvantages
Current Program	16 weeks	\$14,988.64	-	*Maximum availability for students. *No change to community expectations	*Highest operating cost.
Option 1	12 weeks	\$11,610.48	\$3,378.16	*Support students through the period immediately preceding and during HSC examinations. *Reduces staffing and security costs	*Reduced access during the earlier school term period.
Option 2	10 weeks	\$9,675.40	\$5,313.24	*Focuses resources closer to the examination period. *Maintains a substantial period of extended access.	*Shorter lead-in period for students preparing for examinations.

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Program	Extension Period	Cost	Saving to Budget	Advantages	Disadvantages
Option 3	8 weeks	\$7,740.32	\$7,248.32	*Concentrates resources on the peak examination period.	*Significantly reduced availability compared with the current model. *May not meet the needs of students who commence exam preparation earlier.

Risk Management

The extended opening program operates outside normal staffed library hours and therefore requires appropriate risk mitigation measures to ensure the safety and security of library users, staff and Council assets.

Following consultation with NSW Police, Whitlam Library is supported by an onsite security guard during the extended opening period. The program initially operated with 2 security guards; however, following several years of operation with minimal incidents, the security presence was reduced to 1 guard in 2022. The current arrangement has continued to effectively manage operational risks while maintaining a safe environment for students.

Security providers apply a minimum 4-hour engagement for each evening of operation. As a result, reducing the nightly operating hours would provide minimal financial benefit, as the minimum engagement cost would still apply. Consequently, the most effective way to reduce operational expenditure is to reduce the number of operating weeks rather than the daily operating hours.

CONCLUSION

The extended opening program continues to provide a community service by offering HSC students safe, accessible and supervised study spaces outside normal library hours.

Attendance data demonstrates that the service remains valued by students; however, it does not identify a consistent demand that supports maintaining the current 16-week operating period. Reducing the program to 10 weeks (Option 2) would continue to support students during the most intensive HSC preparation period while delivering annual savings of approximately \$5,300.

This option provides the best balance between service delivery and operational efficiency by:

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- focusing resources on the peak HSC preparation period;
 - maintaining access to safe and supervised study spaces when demand is greatest;
 - continuing to provide a meaningful level of community service; and
 - reducing ongoing staffing and security costs without significantly impacting student outcomes.
-

Hollie McPherson
Manager Libraries and Museum

Authorisation:
Director City Assets

Services Committee - 14 July 2026

File Name: **CSC14072026_8.DOCX**

***** END OF ITEM 115 *****

SERVICES COMMITTEE

Meeting Date 14 July 2026

Item Number. 116

SUBJECT: Naming of Synthetic Sports Fields at Endeavour Sports Park

FILE NUMBER: 25/34790

REPORT BY: Aelina Truong, Manager Property and Community

RECOMMENDATION:

That:

1. Council endorse the naming of Endeavour Sports Park synthetic sports fields as Fairfield Football Hub.
 2. The name be publicly exhibited in accordance with Council's Naming of Parks, Roads, Infrastructure & Buildings (and parts thereof) Policy (Attachment A of the report).
 3. Should no objections be received during the exhibition period, Council formally adopt the name and progressively implement it to Council's platforms, booking and facility management systems and future communication in accordance with Council's branding guidelines.
-

SUPPORTING DOCUMENTS:

AT-A [↓](#) Naming of Parks, Roads, Infrastructure & Buildings (and parts thereof) Policy 7 Pages

CITY PLAN

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

SUMMARY

This report seeks Council's endorsement to publicly exhibit and then adopt the name, Fairfield Football Hub, for the synthetic sports fields located at Endeavour Sports Park.

The proposed name aligns with Council's Naming of Parks, Roads, Infrastructure & Buildings (and parts thereof) Policy 2015 and reflects the venue's role as a focal point for organised sport, particularly football (soccer).

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It is recommended that the proposed name be publicly exhibited in accordance with Council's policy and should no objections be received during the exhibition period, the name be formally adopted.

A further report will be submitted to Council should objections be received and cannot be resolved.

Background

Endeavour Sports Park has evolved into one of the City's marquee sporting and recreational destinations. It serves as a central location for football in particular, community sport and recreational activities.

Through a combination of Council investment and NSW Government grant funding, the precinct has undergone substantial redevelopment in recent years. These improvements have strengthened its role as a premier sporting and recreational facility for residents, visitors, sporting clubs and event organisers.

The final stage of the development delivered 2 full-size synthetic football fields, providing high quality all-weather playing surfaces suitable for a range of competition levels. The fields are supported by lighting to 200 lux, modern amenities, shared change room facilities and a water cannon cooling system.

In addition, Council has implemented a structured management framework for managing for synthetic field allocations, bookings and facility operations, ensuring the venue is managed effectively and utilised to its full potential.

The significance of the venue is demonstrated through its ability to host major sporting events, including the successful staging of the 2026 Fairfield Cup. The event attracted approximately 3,000 participants across 200 games and showcased young football emerging football talent across the Western Sydney local government areas.

Purpose

Council's Naming of Parks, Roads, Infrastructure & Buildings (and parts thereof) Policy provides guidance for the naming and renaming of public places and facilities (AT-A). The Policy outlines the criteria that proposed names should satisfy and establishes the process for community consultation and adoption. It states that names should, where appropriate, reflect the character, landscape, natural amenity, flora or fauna, function or significance of a particular site or area.

The proposed name "Fairfield Football Hub" is considered consistent with these criteria. The name directly reflects the function and significance of the facility for organised sport, community participation like school Primary Schools Sports Association (PSSA), representative competitions and special events.

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The proposed name is contemporary, easily understood and readily identifiable. It does not duplicate existing facility names within the LGA and is unlikely to create confusion for users, emergency services, sporting organisations or visitors.

Importantly, the name will assist in establishing a recognisable identity for the City as a football venue, supporting future promotion, event attraction, wayfinding and community engagement initiatives.



Figure 1- Endeavour Sports Park along Boulevard, potential new signage location. Permission granted to publish photograph.

In accordance with the Council's Naming of Parks, Roads, Infrastructure & Buildings (and parts thereof) Policy, the proposed name will be publicly exhibited to enable community feedback. The public exhibition process will provide residents, sporting clubs, user groups and other stakeholders with an opportunity to comment on the proposal.

Should no objections be received during the consultation period, the proposed name will be formally adopted and incorporated into Council's asset records. In addition, the name will be progressively implemented across Council's platforms, booking and facility management systems and future communication in accordance with Council's branding guidelines.

A further report will be submitted to Council should objections be received and cannot be resolved, for consideration and determination.

The financial impact associated with adopting the proposed name is expected to be minimal and can be absorbed within the existing operational budget. The proposed naming does not impact the use or fees associated with the synthetic fields.

CONCLUSION

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Endeavour Sports Park has undergone significant redevelopment in recent years and now recognised as one of the Council's premier sporting precincts. The proposed name "Fairfield Football Hub" will further strengthen its significance.

It is recommended that Council endorse the naming proposal as detailed in the report.

Aelina Truong
Manager Property and Community

Authorisation:
Manager Property Strategy and Services
Director City Strategy

Services Committee - 14 July 2026

File Name: **CSC14072026_10.DOCX**
***** END OF ITEM 116 *****



FAIRFIELD CITY COUNCIL –

Policy 030

**Naming of Parks, Roads, Infrastructure
& Buildings (and parts thereof)****SECTION 1 - INTRODUCTION****1.1 BACKGROUND**

Local residents have expressed support for Council's decisions to name new public infrastructure and facilities after significant persons (citing the Eric Bedford Room at Cabravale Leisure Centre, the Charles Peel Bridge at Carramar and the John Newman Pool at Prairiewood Leisure Centre). Residents have requested that Council consider naming more public places and infrastructure in this way.

Other Local Government and State Government authorities recognise that unique geographical names offer more than easy identification of public places. Geographical names are an important part of the heritage and sense of belonging to a place, with local communities having a strong affinity with names that offer insights into the unique character, people and events which shaped Fairfield City.

1.2 PURPOSE

The naming of public places and infrastructure will commemorate and recognise the unique character, people and events that have contributed to the betterment of the Fairfield City community.

Naming a public place or infrastructure for a person or family is a way of recognising a lifetime contribution to the City defined by exceptional achievements. The Policy encourages members of the community to propose names which are meaningful and significant to the community of Fairfield City, which promote shared civic appreciation and pride, and which comply with best practice principles for naming.

1.3 SCOPE

This Policy provides detail on Council's requirements for the naming and re-naming of parks, roads, infrastructure and buildings (and parts thereof), for which it is the authority within the Fairfield Local Government Area. Under Section 162 of the Roads Act 1993, Council may name and number all public roads for which it is the roads authority.

Although there is no legislated process for naming parks, road infrastructure (bridges, tunnels, causeways), facilities, buildings (and parts thereof), this Policy adopts the Geographical Names Board's 'best practice' methodology and principles for road naming, and applies them to naming these other geographical features. This will ensure consistency in naming across Fairfield City and achieve the objectives of this Policy.

This Policy does not apply retrospectively. Naming arrangements that pre-date this Policy are not subject to its terms.

In keeping with the Generic Parks Plan of Management 2001, Council is consolidating and standardising the naming system for Parks. The descriptor "Park" will be used instead of "Reserve". No new names will include the descriptor "Reserve". Existing-named reserves will be gradually re-named as "Parks".

This Policy does not cover banners, plaques, memorials or monuments in public places; or changes to suburb boundaries.

This Policy is relevant to all members of the community who wish to propose names to Council and/or who are affected by a proposed name.



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Naming of Parks, Roads, Infrastructure & Buildings (and parts thereof)

This Policy is relevant to the Mayor and Councillors (in particular the Services Committee) who will consider proposals and approve names, the Public Officer and Council staff who receive and process the proposals, make recommendations and notify the community and the prescribed authorities.

1.4 DEFINITIONS

Word/Term	Definition
Proponent / Applicant	A member of the community who is proposing a name to Council, under this Policy.
Community	Is a broad term used to describe a group of people that have something in common with each other, distinguishing them from other possible groups. Communities may be formed due to geographical location, interest, culture, need or identity.
Community consultation	A process implemented by Council to communicate with the community of Fairfield City, and facilitate discussion and exchange of information.
Names Committee	Public Places and Infrastructure Names Committee - (previously the Street Names Committee) is a staff committee responsible to the City Manager, which under Delegated Authority, makes recommendation on names in accordance with this Policy.
Geographical Names Board / The Board / GNB	The Geographical Names Board of New South Wales is a State Government agency empowered by the <i>Geographical Names Act 1966</i> to assign names to places within NSW.
Prescribed authorities	Prescribed authorities are those organisations that must be informed by Council of a proposed road naming, in accordance with the Roads Regulation 2008 (Regulation 7.1); and then also advised of the new/adopted name (as per Regulation 9b). The prescribed authorities are: (a) Australia Post (b) Registrar-General (c) Surveyor-General (d) Chief Executive of the Ambulance Service of NSW (e) Fire and Rescue NSW (f) NSW Rural Fire Service (g) NSW Police Force (h) State Emergency Service (i) New South Wales Volunteer Rescue Association Incorporated (j) for classified roads – Roads and Maritime Services.
NSW Online Road Naming System (NORNS)	NORNS is an online system connected to the State Government's SIX portal (Spatial Information Exchange). NORNS enables Council to enter the road naming data only once to propose road names to the Geographical Names Board and the system automatically advises the prescribed authorities of the name. NORNS also allows Council to adopt the name following community consultation. As of September 2015 NORNS automates the process for naming roads only. The Geographic Names Board advises that future system upgrades will enable NORNS to automate applications for naming other geographical features, including parks, bridges, tunnels and causeways (road



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	infrastructure), facilities and buildings and suburb boundary changes.
Objective	Council's electronic record keeping system.
Style guide / corporate identity	Guidelines to maintain Council's corporate identity when producing promotional material, publications and signage. The Style Guide is managed by the Communications Branch.

1.5 LEGISLATIVE CONTEXT

Name	Location
Geographical Names Act 1966	http://www.austlii.edu.au/au/legis/nsw/consol_act/gna1966158/
Roads Act 1993, Section 162	http://www.legislation.nsw.gov.au/xref/inforce/?xref=Type%3Dact%20AND%20Year%3D1993%20AND%20no%3D33&nohits=y
Roads (General) Regulation 2008	http://www.austlii.edu.au/au/legis/nsw/consol_reg/rr2008164/
New South Wales Road Naming Policy	http://www.gnb.nsw.gov.au/road_naming/nsw_road_naming_policy
NSW Road Naming Procedure and Process	http://www.gnb.nsw.gov.au/road_naming/nsw_road_naming_policy

1.6 STAKEHOLDERS**1.6.1 Services Committee**

The Services Committee, under delegation of Council, considers proposals for naming new roads, facilities and buildings (and parts thereof); and naming or re-naming parks, reserves and infrastructure.

1.6.2 Councillors

All Councillors are advised via memo of any naming proposal received by Council.

Road names are intended to be enduring, and the re-naming of roads is discouraged unless there are convincing reasons for a change. The re-naming of existing roads will require Council resolution, and must comply with the NSW Road Naming Policy.

1.6.3 Fairfield City Residents

Local residents may propose names for parks, reserves, roads, infrastructure and buildings (and parts thereof) in the Fairfield Local Government Area. This must be done by completing the correct Application Form in order to provide Council with sufficient information to make a decision, publish notice to the community and advise the prescribed authorities. Residents affected by the proposal will be notified of the naming proposal, and are responsible for making their support or objections known to Council during the public exhibition period.

1.6.4 Local Aboriginal Land Councils (LALC) and**Council's Community Project Officer – Aboriginal and Torres Strait Islander**

Proponents must demonstrate consultation with the Local Aboriginal Land Council and/or Council's Community Project Officer – Aboriginal and Torres Strait Islander, if Aboriginal names are being proposed for a park, reserve, road, infrastructure or building (or part thereof) within the



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Fairfield Local Government Area; or if dual naming is proposed for already-named parks which are of significance to the local Aboriginal community.

The Fairfield LGA is covered by two LALCs – Gandangara Local Aboriginal Land Council to the east and Deerubbin LALC to the west.

1.6.5 Public Places and Infrastructure Names Committee

The Public Places and Infrastructure Names Committee (previously the Street Names Committee) is a staff committee responsible to the City Manager, which under delegated authority, makes recommendations on Naming Proposals in accordance with this Policy.

The Names Committee is comprised of staff from across Council. Two members of the Committee must be Senior Managers. Other Council experts will be invited to assess Naming Proposals as needed (experts may include Place Managers or CPO – Aboriginal and Torres Strait Islander, depending on the Proposal).

1.6.6 Public Officer

With respect to the naming of parks, reserves, roads, infrastructure and buildings (and parts thereof), if the Naming Proposal is approved by Council, and the proposal is advertised in accordance with this Policy, and no objections are received, then the Public Officer has delegated authority to proceed with the name.

1.6.7 Council Project Managers of new infrastructure

When Council constructs new parks, roads, infrastructure and buildings (and parts thereof), then the manager of those projects should consider appropriate naming of the infrastructure under this Policy.

1.6.8 Building Trades

Installation of signage if name is formally adopted.

1.6.9 Other key Council personnel

Mayor and Councillors
City Manager
Manager Information and Records
Land Information Supervisor
Manager Communications and Marketing
Manager Strategic Land Use Planning



FAIRFIELD CITY COUNCIL –

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Naming of Parks, Roads, Infrastructure & Buildings (and parts thereof)**SECTION 2 - POLICY****2.1 OBJECTIVE AND GOALS**

Through this Policy for the naming of parks, roads, infrastructure and buildings (and parts thereof), Council seeks to enable:

- 2.1.1 Easy identification of places in the Fairfield Local Government Area.
- 2.1.2 Naming conventions which are appropriate and consistent across the Fairfield LGA, and which comply with legislation and Geographical Names Board of New South Wales' policies and procedures, where applicable.
- 2.1.3 Names which are significant and meaningful, and which are consistent with the overall interests, values and expectations of the Fairfield City community.
- 2.1.4 Naming which can commemorate and promote a shared civic appreciation and pride in the achievements of our fellow community members, and of significant, locally relevant events.
- 2.1.5 Naming which can offer insights to present and future generations of the unique character, people and history, flora and fauna of Fairfield City to enhance a sense of belonging and shared community culture.

2.2 POLICY STATEMENT – THE PRINCIPLES FOR NAMING

1	Merit-based
1.1	All proposals to name or re-name a park, reserve, road, infrastructure, building (or part thereof) within the City of Fairfield will be considered on their individual merits.
1.2	Notwithstanding this, the relevant criteria to be taken into consideration shall include but not be limited to the following:
2	Community support
2.1	The Naming Proposal should include sufficient information to demonstrate that it is in the long-term interests of the community, and shall demonstrate that the majority of the community which will be affected does support the name.
3	Local significance of the name
3.1	The proposed name should have a high level of significance and meaning to the community of Fairfield City. (a) The Proponent must demonstrate that the name has local relevance to the site or area (with consideration of the unique physical, historical or cultural character of the place) and recognise, and connect with, the broader Fairfield Community. The name should additionally address at least one of the following points of local significance: (a) Commemorate a person, family or a group who made a significant contribution, defined by exceptional achievements, to the Fairfield City community; or (b) Commemorate an event or occasion that is important to Fairfield City, or state or national history; or (c) Commemorate an important aspect of Fairfield City's heritage or cultural



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	connections; or (d) Reflect the character, landscape, natural amenity, flora or fauna, function of the particular site or area; or (e) Be an Aboriginal name of relevance to the Fairfield City area.
4	Respect and Propriety
4.1	With the exception of special circumstances, Council will not approve naming of a park or road to commemorate a living person. Most jurisdictions around the world prohibit the use of naming places after living persons. If a living person is to be commemorated, it is recommended that a community facility, building (or part thereof) is so named.
4.2	With the exception of historical persons of far too distant past, naming of a park, road, facility, building (or part thereof) after a person shall only be done with the written consent of their immediate family.
4.3	Proposed use of Aboriginal names for a park, road, infrastructure, building (or part thereof) must demonstrate consultation with the Local Aboriginal Lands Council and/or Council's Community Project Officer – Aboriginal and Torres Strait Islander.
4.4	Respect for Aboriginal cultural heritage is important to Council. Council will consider dual naming of already-named parks which are significant to the local Aboriginal community. Proposed dual naming must demonstrate consultation with the Local Aboriginal Lands Council and/or Council's Community Project Officer – Aboriginal and Torres Strait Islander.
4.5	Names acknowledging the multicultural diversity of Fairfield City are encouraged. Such Naming Proposals must comply with this Policy's Principles for Naming as specified herein.
4.6	The naming of public places and infrastructure shall not be for contributions made to the Fairfield Local Government Area for the sole purpose of political recognition.
4.7	Council will not approve names that are offensive or may sound offensive in a community language or incongruous or out of place.
4.8	If the site is currently identified by a name that is widely accepted and strongly recognised by the local community, Council will not consider a name change unless the proposed name is supported by the community.
5	Uniqueness
5.1	Within object classifications, names should not duplicate or likely to be confused with existing names within the Fairfield Local Government Area or nearby areas. This includes names that are similar in either spelling or pronunciation. (For example, CabraVale Park and Cabravale Leisure Centre are acceptable names because they belong to different object classifications.)
5.2	Road names will not be duplicated, even if the road type is different.
6	Communication
6.1	Proposed names should be easy to read, spell and pronounce in order to assist service providers and the travelling public.
7	Notwithstanding an approval by Council under this Policy, Council reserves the right to alter or rescind such approval by resolution of the Council at an Ordinary Council meeting.



FAIRFIELD CITY COUNCIL –

Policy 030

Naming of Parks, Roads, Infrastructure & Buildings (and parts thereof)**SECTION 3 - GOVERNANCE****3.1 RELATED POLICIES/PROCEDURES**

Policy no. 0-032	Community Recognition Policy 2011
n/a	Community Land Generic Plan of Management 2012

3.2 RESPONSIBILITY

Policy Owner	Group Manager, Information Management and Community Life
---------------------	--

3.3 VERSION CONTROL AND CHANGE HISTORY

Version Number	Approval Date	Approved by	Amendment
1	14-4-09	Outcomes Committee	New Policy which develops criteria for naming public places and infrastructure. It combined the Street Names Policy and Naming of Parks and Reserves (now superceded).
2	8-9-15	Outcomes Committee	Policy reviewed and re-named to ensure a consistent approach with the Community Recognitions Policy (which was adopted by Outcomes Committee on 12-7-11), and the Community Land Generic Plan of Management 2012. Support for Aboriginal dual-naming for already-named parks. Update Policy to align with Council's organisational restructure; and with Geographic Names Board's new Road Naming Policy and processes which enable online naming proposal and adoption.

3.4 REVIEW DATE

Policy should be reviewed every five years or as required.

SERVICES COMMITTEE

Meeting Date 14 July 2026

Item Number. 117

SUBJECT: Request for Endorsement of a Project in the Fairfield LGA by the Australian Red Cross

FILE NUMBER: 18/11950

REPORT BY: Susan Gibbeson, Manager Social Planning and Community Development

RECOMMENDATION:

That Council provide a letter endorsing the Australian Red Cross in the provision of the Urban Climate Resilience Program in the Fairfield Local Government Area.

SUPPORTING DOCUMENTS:

There are no supporting documents for this report.

CITY PLAN

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

SUMMARY

Australian Red Cross is the lead agency in the delivery of the Urban Climate Resilience Project (UCRP) which seeks to build awareness, provide education and develop capacity to remain safe and healthy during heat related weather events. This is an international program funded by the Z Zurich Foundation which is a charitable foundation established by Zurich Insurance Group, based in Europe and operates independently to support social and environmental initiatives globally.

Australian Red Cross is required by the funding body to secure a letter of endorsement from the council in each LGA they conduct this program. While this is an unusual requirement in Australia when there is no provision of resources by Council, consideration of the request is being sought due to the benefits of the program with no cost to Council.

Fairfield LGA has been identified by planners as a heat island and extreme heat is an increasing risk, particularly for vulnerable communities such as seniors, babies and people with chronic illness. Fairfield LGA has poorer health outcomes and a higher percentage of people with disability than other parts of Sydney and NSW which along with Fairfield having the highest level of disadvantage in NSW, indicates a significant number of vulnerable people residing in the Fairfield LGA.

Background

The UCRP focuses on supporting individuals, households and communities to better prepare for and respond to extreme heat. Through practical planning, community connection and local partnerships, the program aims to strengthen community resilience – particularly for people and communities more likely to be impacted during heat events.

This project has been delivered for the last 3 years in Blacktown, Canterbury-Bankstown and Penrith. Liverpool and Cumberland Councils are also being approached to join the program as well as Fairfield.

In Fairfield, the proposed program activities would include:

- Extreme Heat Preparedness Workshops, focusing on individual and household heat plans and practical actions people can take before and during heatwaves.
- Redi to Adapt workshops for community service providers to build operational capability to support clients during heat events.
- Community activities and events that build awareness, connection and local heat safety messaging.
- Stakeholder engagement and partnership development with local services, community groups and other key organisations.
- Engagement in local advocacy opportunities to strengthen community-wide approaches to extreme heat.

The project also aligns with Emergency Redi Week which focusses on general disaster preparedness in September and Extreme Heat Awareness Day in February. Both these special weeks have broader awareness campaigns and are important in increasing awareness of disaster preparation across the community.

The activities proposed as part of the UCRP will provide a benefit to the community as it will assist individuals to be better prepared for heat waves. It will also support community organisations to increase their capacity to support residents. The specific location of activities will be determined as part of the project's planning phase and will respond to consultation with organisations and individuals.

There is no requirement or request for Council to provide any funding for this project. It is however, anticipated that Council will provide similar information and support as is provided to a multiplicity of community run projects and partners. This is likely to include contact with existing community organisations, networks and interagencies as well as guidance to existing data relating to our community. Promotion of free community activities and opportunities forms part of our work through interagencies and networks.

REQUEST FOR ENDORSEMENT

Despite no requirement for Council to commit resources, the Australian Red Cross is seeking a letter of endorsement for them to run the project in the Fairfield LGA.

This is a requirement of the project's European funding body, Z Zurich Foundation, and the project will not be delivered in the Fairfield LGA unless a letter of endorsement is provided by Fairfield City Council.

Zurich Australia is a key implementation partner, supporting the program in Western Sydney. Their role includes contributing expertise, participating in program activities (such as volunteering) and supporting engagement and awareness. They will also provide connections with private sector organisation who may be approached to contribute to heat mitigation strategies.

Australian Red Cross is a highly regarded charity actively engaged in emergency response and planning. As a highly visible and credible organisation, it is not anticipated that they will meet any barriers to community engagement that would be mitigated through a letter of endorsement from Council.

Zurich Australia is currently the scheme insurer for the Statewide Mutual motor vehicle scheme in which Fairfield Council is a member. Fairfield Council does not play any role in the selection of the scheme insurer or the insurers services with Statewide. Therefore, this relationship with Zurich Australia does not present any conflict of interest.

As Fairfield City Council is not providing any funding or specific resources to this project, it is not expected that Council's logo will be attached to any collateral or promotional material. Therefore, there will be no suggestion that Council has any responsibility to the continuation of the project should the Australian Red Cross conclude their work. Many projects and awareness campaigns are run with the residents of Fairfield LGA and it is common for these projects to conclude without issue or expectation of continuation being placed on Council.

It is highly unlikely that endorsement of the Australian Red Cross in the delivery of this project will result in any community expectation that Council will continue this work at the conclusion of the project nor is it likely to result in any reputational damage.

CONCLUSION

The UCRP projects delivered by the Australian Red Cross and funded by Z Zurich Foundation provides a valuable service and support to vulnerable residents of Fairfield City. Council is not being requested to provide specific resourcing however, support and information provided to other community projects would be provided. Given the benefits of the project and in the context of no conflict of interest being identified it is recommended that Council provide a letter of endorsement for the Australian Red Cross to deliver the UCRP project in the Fairfield LGA with an immediate commencement.

SERVICES COMMITTEE

Meeting Date 14 July 2026

Item Number. 117

Susan Gibbeson
**Manager Social Planning and
Community Development**

Authorisation:
Director City Assets

Services Committee - 14 July 2026

File Name: **CSC14072026_18.DOCX**
***** END OF ITEM 117 *****

SERVICES COMMITTEE

Meeting Date 14 July 2026

Item Number. 118

SUBJECT: Australian Local Government Women's Association (ALGWA) 75th Anniversary and 2026 National Conference

FILE NUMBER: 25/36839

REPORT BY: Anna Milienou, Co-ordinator Executive Support

RECOMMENDATION:

That any interested councillors wishing to attend the Australian Local Government Women's Association (ALGWA) 75th Anniversary and 2026 National Conference to be held in Manly from Thursday 20 to Saturday 22 August 2026, be appointed.

SUPPORTING DOCUMENTS:

AT-A [↓](#) ALGWA 75th Anniversary and 2026 Conference Program 3 Pages

CITY PLAN

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

SUMMARY

Australian Local Government Women's Association (ALGWA)

The Australian Local Government Women's Association (ALGWA) was established in the early 1950's and is a peak representative body that supports women's participation in local government both as councillors and officers. The ALGWA aims to:

- assist furthering women's knowledge and understanding of the function of local government.
- encourage women to participate in local government.
- encourage women to make a career in local government.
- protect the interests and rights of women in local government.
- take action in relation to any subject or activity affecting local government and local government legislation.
- act in an advisory capacity to intending women candidates for local government elections.

The ALGWA National Executive consists of a delegate from each ALGWA State Branch.

SERVICES COMMITTEE

Meeting Date 14 July 2026

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In 2026, the ALGWA marks its historic 75th anniversary celebrating 3-quarters of a century of empowering female leaders.

Council has received correspondence advising of the ALGWA 75th Anniversary National Conference being held in Manly from Thursday 20 to Saturday 22 August 2026. The event is both the official 2026 ALGWA National Conference which has been specifically styled and expanded to celebrate the Association's landmark 75th Anniversary. The event is hosted in partnership with the Northern Beaches Council.

The Conference provides an opportunity for delegates to exchange ideas, network, debate and engage in cross-council collaboration on issues affecting women in local government. A copy of the Program is available from the ALGWA website and attached (Attachment A).

The theme of the Conference is *Bolder Beginnings, Brighter Futures* and is an opportunity to engage in learning and networking that will assist personal and professional development.

The purpose of this report is to request councillor nominations.

Registration Fees

Standard Registration (member)	\$1,430.00 per delegate
Standard Registration (non-member)	\$1,540.00 per delegate
Day Registration	\$770.00 per delegate

The Early Bird rates closed on 16 June 2026.

The registration includes welcome reception, networking dinner, gala dinner and access to Conference speakers and workshops.

Travel

There will be no flights required for this conference due to the event being held in NSW. A Council vehicle is available upon request.

Accommodation

Accommodation will be booked at a motel located within walking distance of the conference venue (Manly Pacific Hotel). Any cancellations will incur a charge equal to the total price of accommodation.

SERVICES COMMITTEE

Meeting Date 14 July 2026

Item Number. 118

Anna Milienou

Co-ordinator Executive Support

Authorisation:

Manager Governance and Audit

Director People Culture and Operations

Services Committee - 14 July 2026

File Name: **CSC14072026_6.DOCX**

***** END OF ITEM 118 *****



BOLD BEGINNINGS, BRIGHTER FUTURES

ALGWA IS CELEBRATING OUR 75TH ANNIVERSARY IN 2026.

To commemorate this milestone anniversary, we invite you to a conference that not only honours our rich heritage but also sets the agenda for the future. Partnering with the Northern Beaches Council, this event is a flagship gathering for members, women leaders, policymakers and changemakers.

KEYNOTE SPEAKERS



Ita Buttrose AC, OBE
Media Trailblazer,
Businesswoman, Author



Annabel Crabb
Writer, Journalist, Broadcaster



Simon Waller
Futurist, Author

OVER 20 EXPERT PANELLISTS INCLUDING:



Sally Capp AO
Former Lord Mayor
of Melbourne



Farhat Firdous
Former councilor and WiPO
Trainer and Facilitator



Matt Burnett
ALGA President





PROGRAM

DAY ONE

Thursday 20 August 2026

6pm – 8pm

Welcome Function

Manly Art Gallery and Museum

Magical Music! Exhibition Exploration!

DAY TWO

Friday 21 August 2026

9am – 5pm

Official Conference Opening

Minister for Local Government The Hon Kristy McBain MP

Keynote Speaker Ita Buttrose AC OBE

ALGA President Matt Burnett

Bold Beginnings: The Story so far – Coral Ross AM, Pam Robinson AM, Yvonne Barlow, Alwyn Freidesdorf

Artificial Intelligence in Local Government – A Panel Discussion

Kate Kendall Mayor Macedon Ranges, Dr Rachel Swift, Executive Director, Health Care – Asia & the Pacific at Future Secure AI and Bonnie Shaw, Chief Innovator in Residence, Municipal Association of Victoria

Northern Beaches Council Case Study – e-bike Safety Campaign

Advocacy Issues for Women in Local Government – A Panel Discussion

Dr Terry Fitzsimmons, Associate Professor, Leadership at UQ Business School & Matt Burnett, ALGA President & Mayor Gladstone Regional Council

GALA DINNER

Friday, August 21

6pm – late

Featuring Renowned Entertainer and Artist Rowan

An interactive art experience

DAY THREE

Saturday 22 August 2026

9am – 3pm

Keynote Speaker Annabel Crabb

Keynote Speaker Futurist Simon Waller

Women on Boards – A Panel Discussion

Coral Ross AM, Chair, Australian Gender Equality Council, Claire Braun OAM, Helen Conway

Bold Beginnings for Women in Local Government – A Panel Discussion

Sally Capp AO, Former Lord Mayor City of Melbourne, Sallyanne Atkinson AO, Former Lord Mayor of City of Brisbane, Anna Reynolds, Lord Mayor, City of Hobart

Engaging with diverse communities – A Panel Discussion

Keli McDonald CEO National Rural Women's Coalition, Farhat Firdous WIPO Facilitator and former councillor, Cr Cherisse Buzzacott, Alice Springs Town Council





REGISTRATIONS

(all prices include GST)

Member Early Bird Registration

(to June 15, 2026)

Conference, Welcome Event, Gala Dinner
\$1,265

Non-Member Early Bird Registration

(to June 15, 2026)

Conference, Welcome Event, Gala Dinner
\$1,440

Member Registration

(from June 16, 2026)

Conference, Welcome Event, Gala Dinner
\$1,430

Non-Member

Conference, Welcome Event, Gala Dinner
(from June 16, 2026)
\$1,540

Day Registration Member \$660

Day Registration Non-Member \$770

Partner Events Ticket

Welcome \$88 | Gala Dinner \$209



Registrations are strictly limited.
tinyurl.com/ALGWAConference



Accommodation and things to do:
<https://algwa.net.au/events>



For further information info@algwa.com.au

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SERVICES COMMITTEE

Meeting Date 14 July 2026

Item Number. 119

SUBJECT: Model Code of Meeting Practice - Status Update

FILE NUMBER: 08/00542

PREVIOUS ITEMS: 196 - Post Exhibition - Code of Meeting Practice - Services Supplementary Reports - 09 Dec 2025

REPORT BY: Sonja Drca, Manager Governance and Audit

RECOMMENDATION:

That the status update on the Model Code of Meeting Practice be received and noted.

SUPPORTING DOCUMENTS:

There are no supporting documents for this report.

CITY PLAN

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

SUMMARY

The purpose of this report is to advise Council of changes to its meeting practices resulting from the Local Government (General) Amendment (Model Code of Meeting Practice) Regulation 2026.

Background

In December 2024, the Office of Local Government (OLG) revised the Model Code of Meeting Practice (Model Code) following extensive consultation.

On 5 September 2025, the Local Government (General) Amendment (Model Code of Meeting Practice) Regulation 2025 was prescribed under the Local Government Act 1993 requiring councils to make administrative arrangements in preparation for the commencement of the 2025 Code of Meeting Practice from 1 January 2026.

On 28 November 2025, the OLG notified councils that the Legislative Council, at its meeting on 25 November 2025, had considered a motion to disallow the Regulation.

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On 26 May 2026, the Legislative Council passed a motion, introduced by Dr Amanda Cohn of the Greens to disallow the 2025 Model Code. As a result, the 2025 Model Code is no longer in effect.

Following this disallowance, Council was required to ensure it had a Code of Meeting Practice in place. On 16 June 2026, Council rescinded the 2025 Code of Meeting Practice and reinstated its previously adopted Code of Meeting Practice incorporating the mandatory provisions of the 2021 Model Code of Meeting Practice.

Local Government (General) Amendment (Model Code of Meeting Practice) Regulation 2025

On 25 June 2026, the Office of Local Government (OLG) issued Circular 26-09 advising that the Local Government (General) Amendment (Model Code of Meeting Practice) Regulation 2025 (Amendment Regulation) had been made to implement certain policy objectives of the disallowed 2025 Model Code of Meeting Practice.

The Amendment Regulation introduces measures to improve transparency of council meeting practices, provide Chairpersons with more effective powers to address disorder at meetings and allow greater flexibility for meetings of county councils.

The measures applicable to Council include:

- Meetings of council and committees whose members are all councillors must be livestreamed. Recordings of meetings must be retained on Councils' website for the balance of the council term or 12 months, whichever is the longer period.
- Councillors other than the Mayor or a Chairperson of a meeting are prohibited from meeting staff before meetings of the council or committees of the Council to discuss matters that are or will be listed on the agenda. Councillors may ask staff questions or seek further information about items on the agenda for meetings, but this information must be provided in writing and, if practicable, published on the Council's website before the meeting, provided it does not relate to a matter under Section 10A of the Local Government Act.
- Councils will be required to determine at the first meeting following each ordinary election and after the adoption of a new Code of Meeting Practice to authorise the person presiding at meetings under Section 10(2) of the *Local Government Act* to exercise the power of expulsion for acts of disorder by councillors or disorderly conduct by members of the public.
- A councillor who has failed to remedy an act of disorder at a meeting in accordance with a requirement by the Chairperson, may be expelled from successive meetings until they take the necessary action to remedy the disorder.

The Amendment Regulation commenced upon its publication on the NSW Legislation website on Friday 26 June 2026. It provides that a provision of a Council's Code of Meeting Practice that is inconsistent with the Local Government (General) Regulation 2021 is void and of no effect to the extent of the inconsistency.

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This will not void Council's whole meeting code where it contains provisions that are inconsistent with the Local Government (General) Regulation 2021, just the relevant provision.

In practice, this means that councils do not need to amend their Code of Meeting Practice for the new provisions in the Amendment Regulation to apply as the provisions will automatically prevail over any provision of Council's Code of Meeting Practice that is inconsistent with them.

Inconsistent Provisions – Amendment Regulation and Council's Code of Meeting Practice (16 June 2026)

Following the commencement of the Amendment Regulation on 26 June 2026, certain provisions of Council's Code of Meeting Practice adopted on 16 June 2026 are inconsistent with the Local Government (General) Regulation 2021. To the extent of any inconsistency, the Regulation prevails and the relevant provisions of Council's Code have no effect.

The key changes affecting Council are outlined below.

Livestreaming requirement

Extraordinary and Ordinary Council meetings, as well as meetings of the Outcomes Services and Traffic Committees, must now be audio-visually livestreamed, with recordings retained in accordance with legislative requirements.

Council's established practice, consistent with the Code of Meeting Practice adopted on 16 June 2026, has been to provide audio-only livestreaming of meetings. There is no impediment to Council transitioning to audio-visual livestreaming to meet the new requirement.

Restrictions on pre-meeting briefings

Councillors, other than the Mayor or the Chairperson of a meeting, are prohibited from meeting with staff before meetings to matters that are listed on the agenda.

Since January 2026, Council has not conducted pre-meeting briefings. Information relating to agenda items has instead been distributed to Councillors via email and, where appropriate, published on Council's website with the Business Papers. This practice will continue and is consistent with the Amendment Regulation.

Councillor Information Requests

Questions or requests for information relating to agenda items must be responded to in writing and, where practicable, made publicly available, except where the information is confidential or relates to a matter considered in closed session.

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Since January 2026, Council's practice has been to circulate a Memorandum to Councillors containing additional information relating to agenda items and, where appropriate, publish that information with the Business Papers. This practice will continue.

Workshops permitted

The Amendment Regulation permits councils to conduct workshops in relation to the Budget and Integrated Planning and Reporting (IP&R) framework for the purposes of obtaining councillor input during the development of these documents.

Since January 2026, Council has not conducted councillor workshops. Information relating to the Budget or IP&R framework has instead been provided to councillors via email. This practice will continue.

Other Council Practices

From 26 June 2026, the following meeting practices are unaffected by the Amendment Regulation and will continue:

- Remote attendance may occur where a councillor is outside the local government area.
- Public Forum will continue to be held prior to the Ordinary Council meetings only and will not relate to items listed on the agenda.
- Members of the public may address Committee meetings on items listed on the agenda.
- A register of confidential items is not required.
- Outcomes Committees and Services Committee meetings will continue to be held in the Council Chambers, with all councillors.
- The declaration of conflicts of Interest will continue to occur following confirmation of the minutes.

Next Steps

The OLG is examining the feedback received from Dr Cohn MLC, the Country Mayors Association and Local Government NSW (LGNSW) regarding the 2025 Model Code of Meeting Practice. The OLG will provide further advice on a new 2026 Model Code of Meeting Practice once drafting is completed.

Under Section 8 of the Subordinate Legislation Act 1989, a new Model Code of Meeting Practice cannot be prescribed in the 4 months following the disallowance of the Local Government (General) Amendment (Model Code of Meeting Practice) Regulation 2025.

Following the release of further advice from the OLG, Council's Code of Meeting Practice will be reviewed to ensure compliance with legislative requirements and any revised Model Code provisions. A draft Code of Meeting Practice will be placed on public exhibition before being formal adoption by Council.

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CONCLUSION

The Code of Meeting Practice provides a framework for the effective conduct of Council meetings, supports transparent and effective decision making, enables councillors to fulfil their responsibilities and facilitates community participation in the decision-making process.

Council's meeting practices will continue to be aligned with the requirements of the Local Government Act 1993, the Local Government (General) Regulations 2021 and the Model Code of Meeting Practice.

Sonja Drca
Manager Governance and Audit

Authorisation:
Director People Culture and Operations

Services Committee - 14 July 2026

File Name: **CSC14072026_21.DOCX**
***** END OF ITEM 119 *****

SERVICES COMMITTEE

Meeting Date 14 July 2026

Item Number. 120

SUBJECT: Divisional Update Report - Quarter 3 - Property Strategy and Services

FILE NUMBER: 20/00262

REPORT BY: Aelina Truong, Manager Property and Community

RECOMMENDATION:

That the report be received and noted.

SUPPORTING DOCUMENTS:

There are no supporting documents for this report.

CITY PLAN

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

SUMMARY

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

This report provides a succinct overview of the key highlights and achievements in Quarter 3 (Q3), covering the period of January to March 2026 and includes:

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

Multi-Storey Car Parks Performance

The following table provides an overview of visitors to the 4 multi-storey car parks managed by Council during Q3 of the 2025-2026 fiscal year, compared to the previous quarter and the same period of the 2024-2025 fiscal year.

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Year	Total Visitors	Dutton Plaza Car Park	Dutton Plaza Loading	Nelson St Car Park	Downey Ln Car Park	Fisher St Car Park
2025-2026 Q3	560,898	305,632	26,049	168,993	37,328	22,896
2024-2025 Q3	586,966	321,680	26,115	174,968	43,881	20,322
% Change	-4%	-4%	-1%	-3%	-14%	12%
Last Quarter Q2	585,660	322,744	26,646	176,919	38,971	20,380
% Change	-4%	-5%	-2%	-4%	-4%	12%

During Q3, a total of 560,898 visitations were recorded across the 4 car parks, reflecting a 4% decrease compared with Q3 last year and a 4% decline from the previous quarter. The drop is likely attributed to the cost of living pressures brought on by geoeconomic conflicts, inflation and interest rate rises.

While visitation levels eased across most locations, Fisher Street Car Park maintained strong growth, with visitations increasing 12% year-on-year and 12% quarter-on-quarter. Overall, the results suggest a continued moderation in visitor activity across the portfolio, and Fisher Street Car Park continues to demonstrate strong performance.

Dutton Plaza Car Park

Visitation in Q3 of 305,632 is slightly lower than the same time last year, decreasing by 16,048 visits. Overall, visitation remains relatively steady for the car park despite the year-on-year decline. The performance of Dutton Plaza Car Park for Q3 is shown in Figure 1.

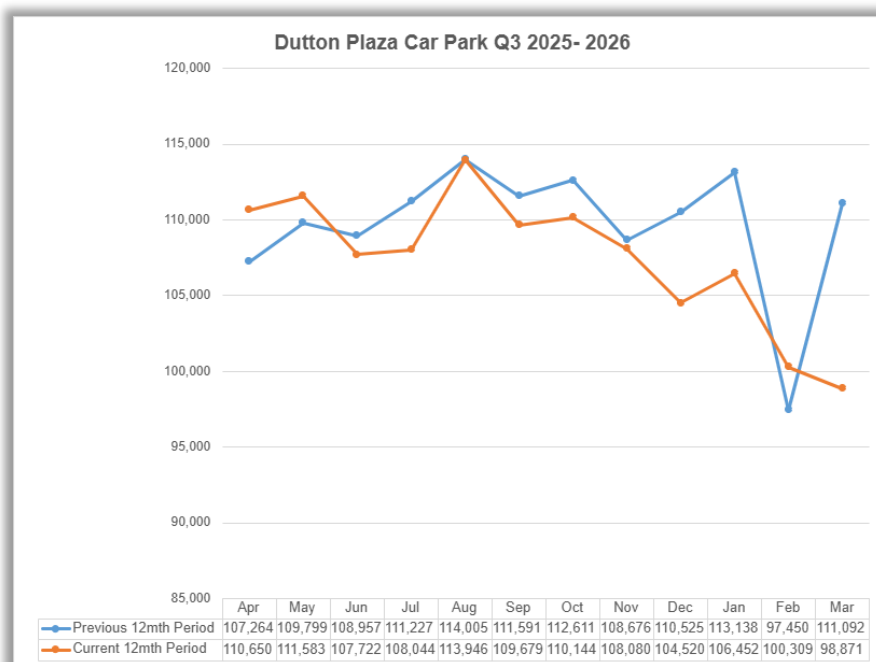


Figure 1 – Dutton Plaza Car Park Visitation Q3

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Dutton Plaza Loading Area

Visitation in Q3 of 26,115 is consistent with the same time last year. Compared with the previous quarter, visitation remained relatively steady despite a slight decrease. Overall, visitation continues to be in line with what is normally expected for the loading area. The performance of Dutton Plaza Loading Area for Q3 is shown in Figure 2.

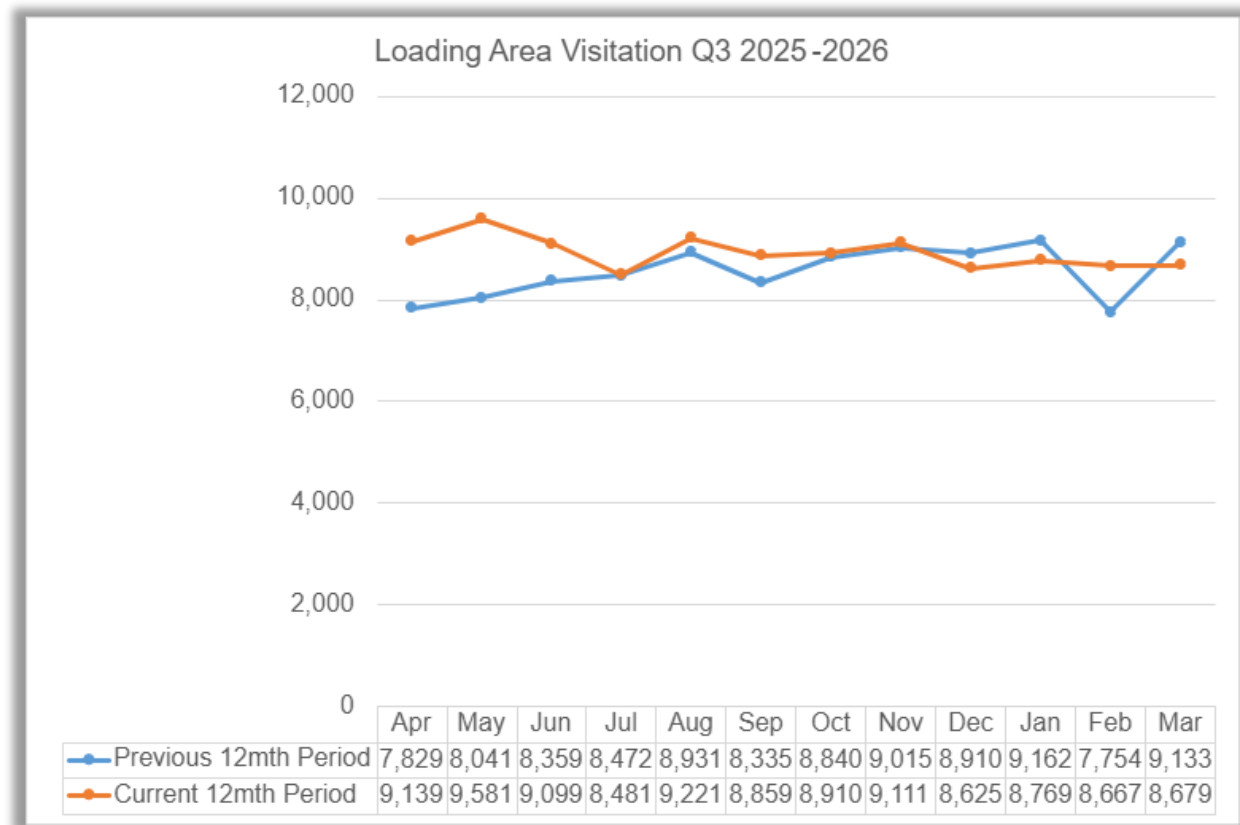


Figure 2 - Dutton Plaza Loading Area Visitation Q3

Fisher Street Car Park

Visitation to Fisher Street Car Park totalled 22,896 during Q3, representing a 12% increase compared with the same quarter last year of 20,332. Compared with the previous quarter of 20,380, visitation increased by 2,516 visits, or 12%, potentially reflecting higher demand from commuters and shoppers.

Overall, Q3 recorded strong growth both year-on-year and quarter-on-quarter, indicating improved utilisation of the car park. The performance of Fisher Street Car Park for Q3 is shown in Figure 3.

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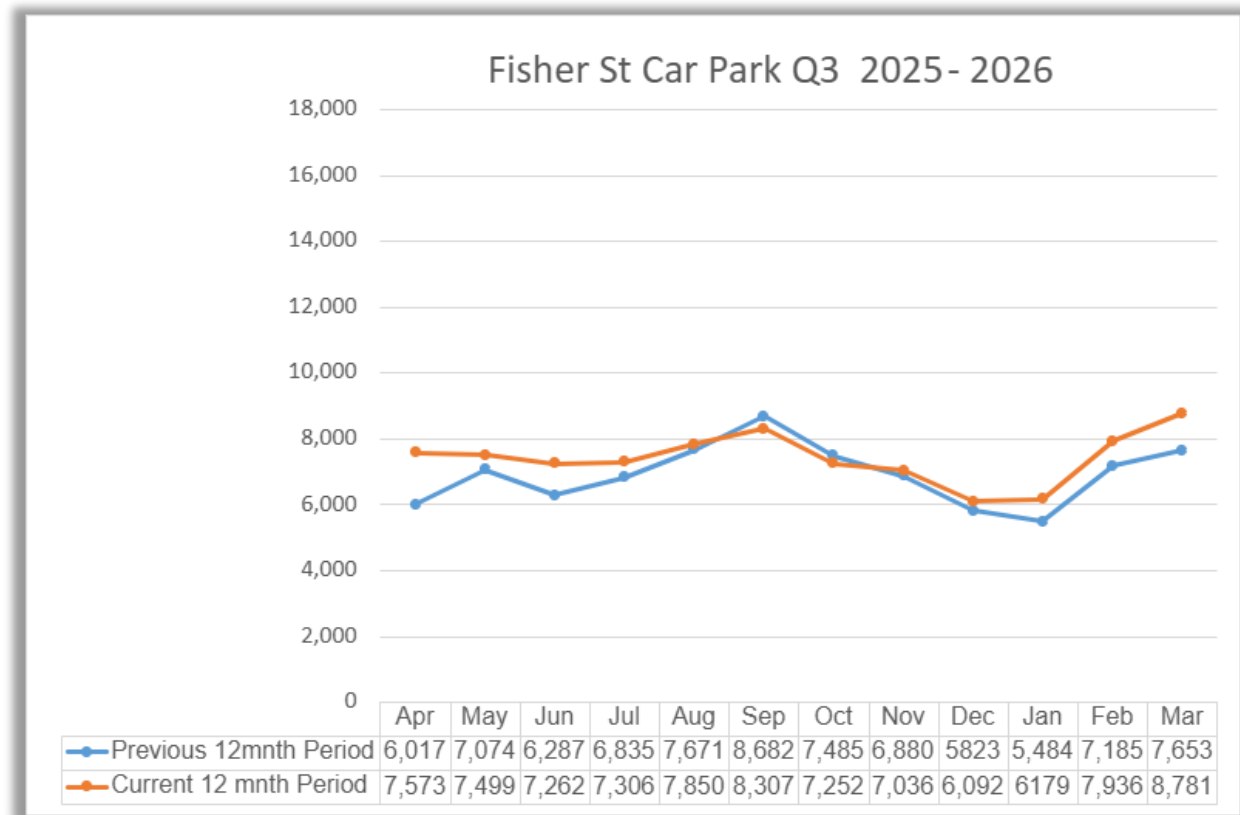


Figure 3 – Fisher Street Car Park Visitation Q3

Downey Lane Car Park

This Q3 quarter, visitation totalled 37,328, a 14.9% decrease compared with the same quarter last year of 43,881 and a 4.2% decline from the previous quarter of 38,971. Visitation remained below previous levels throughout all 3 months of the quarter, indicating a continued softening in demand. The performance of the car park for Q3 is shown in Figure 4.

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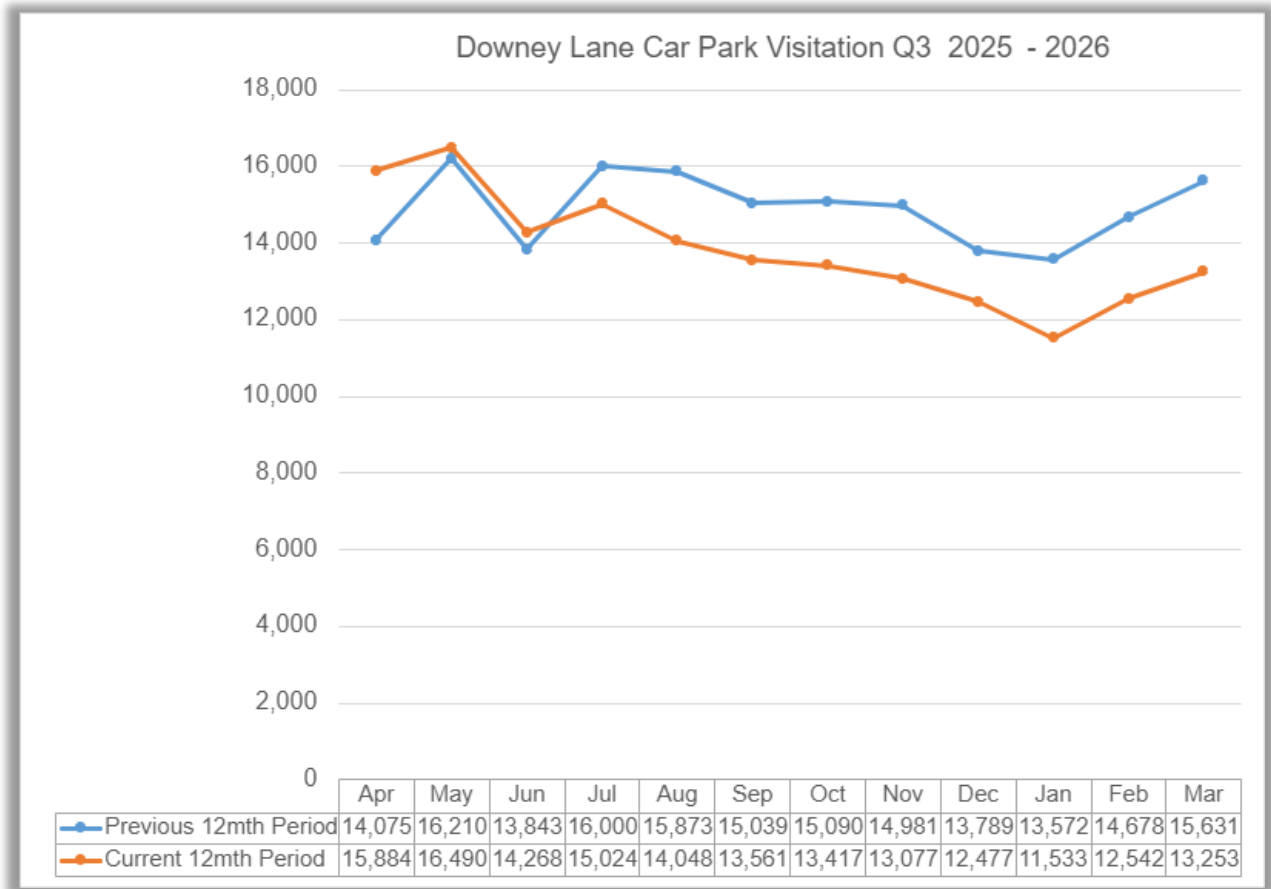


Figure 4 - Downey Lane Car Park Visitation Q3

Nelson Street Car Park

This quarter, visitation totalled 168,993, down 3.4% from the same quarter last year of 174,968 and 1.3% below the previous quarter of 171,290. The results indicate a modest decline in visitation both year-on-year and quarter-on-quarter.

Overall, this quarter shows a slight decline compared with last year and the previous quarter. The performance of Nelson Street Car Park for Q3 is shown in Figure 5.

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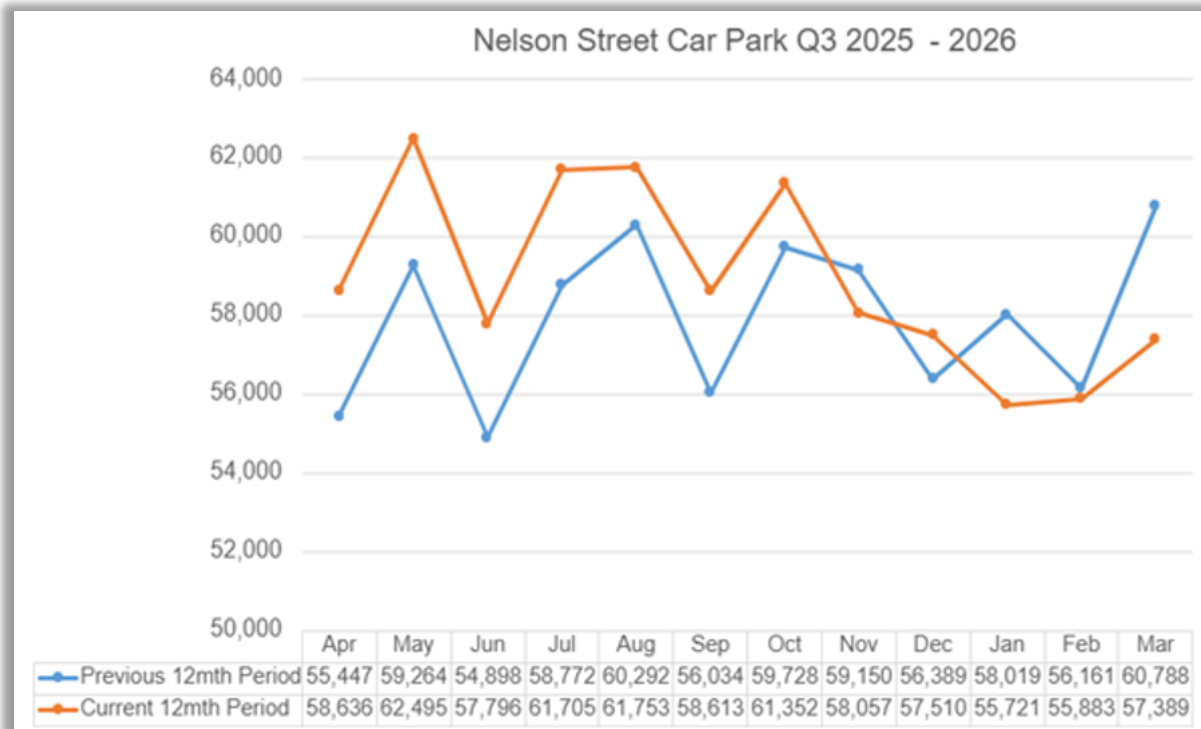


Figure 5 – Nelson Street Car Park Visitation Q3

Dutton Plaza Performance

Dutton Plaza continues to operate at 100% occupancy, with both retail and office tenancies performing strongly and arrears remaining below standard industry levels during Q3.

Visitation to the Plaza remained steady throughout the quarter. However, visitor statistics were affected by issues with the existing CCTV-based counting system, resulting in incomplete data capture. Consequently, Q3 visitation figures have been estimated using available data and historical trends.

To improve the accuracy and reliability of visitation reporting, a new people counter system will be installed and commissioned in April 2026. Centre maintenance, presentation and customer engagement also continued to perform at a high level throughout the quarter, with onsite observations indicating consistent customer activity and stable foot traffic.

A range of promotional activities were delivered during Q3 to drive customer engagement and enhance the visitor experience. These included free parking on New Year's Day, Australia Day celebrations and Lunar New Year festivities.

The Plaza was decorated with traditional Lunar New Year displays, including lanterns and a Lunar New Year tree, while celebrations featured lion dancing, string firecrackers and complimentary tea giveaways to welcome in the Year of the Horse 2026.

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Upcoming promotions in the next quarter include a range of family-focused activities during the April school holidays, featuring Easter-themed craft workshops such as tote bag colouring and decorating and pencil case decorating.

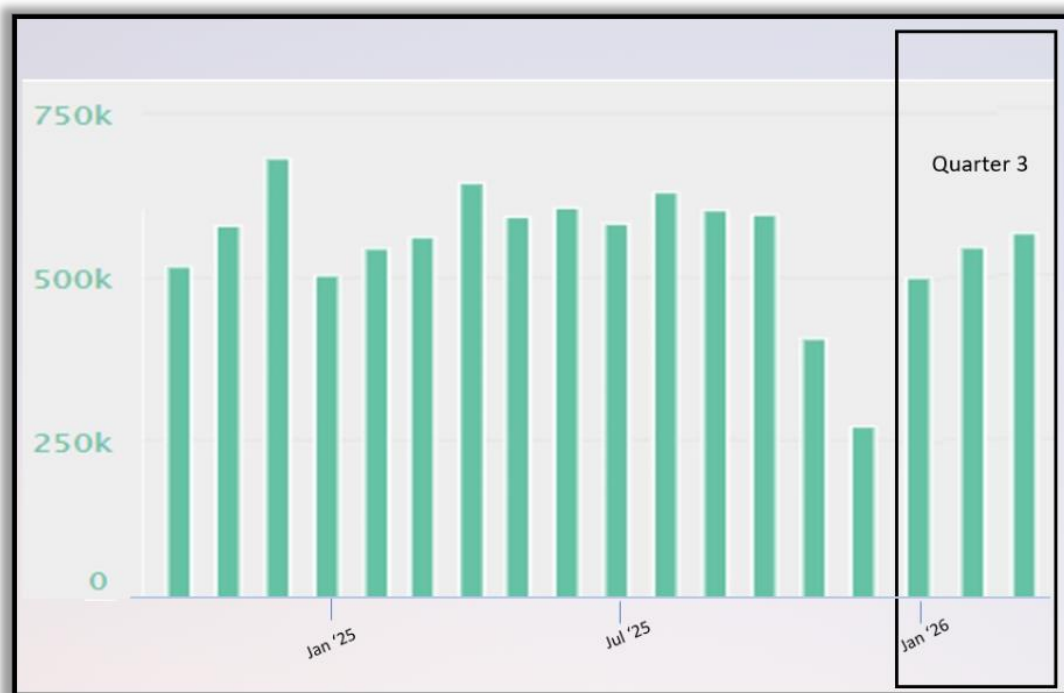


Figure 6 – Dutton Plaza Visitation Q3



Figure 7 – Dutton Plaza – Lion Dancing performance and string fireworks - Permission granted to publish this photograph

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Figure 8 – Dutton Plaza - Lunar New Year tea giveaway - Permission granted to publish this photograph



Figure 9 – Lunar New Year decorations in Dutton Plaza - Permission granted to publish this photograph

Leasing, Licensing and Property Management

Council's leasing and licensing portfolio comprises of 154 assets with 5 vacancies -

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- 2 vacancies within the Community portfolio (Office 2 Greenfield Park Community Centre and Office 4, Fairfield Seniors Centre).
- 1 vacancy within the Commercial portfolio (Shop 1, 40 Harris Street, Fairfield).
- 2 vacancies within the residential portfolio (134 Smart Street, Fairfield and 37 Polding Street Fairfield).

Property Class	Total	Vacancies
Community Assets	30 (60 tenancies)	2
Sporting	8	0
Telecommunication	15	0
Residential	35	2
Commercial	29	1
Property Development Fund	4	0
Dutton Plaza	33	0
Total	154	5

Property Acquisitions, Sales, and Services

Key milestones in Q3 include:

- Negotiated various community licences to commence 1 July 2026:
 - NSW Spanish and Latin American Association, Bonnyrigg Community Centre
 - Australian Cambodian Welfare Association, Bonnyrigg Heights Community Centre
 - Young Adults Disabled Association, Bonnyrigg South Community Centre
 - Fairfield Business Education Partnership Incorporated, Bossley Park Community Centre
 - Australian Nursing Foundation, Greenfield Park Community Centre
 - Powerhouse Youth Theatre, Fairfield School of Arts
 - Fairfield Food Services, Fairfield Senior Citizens Centre
 - Westcott Cottage Management Committee at Westacott Cottage
- Finalised new lease over Kiosk at 222 Canley Vale Road, Canley Heights
- Negotiations underway for new licence over Cabra Vale Leisure Centre Cafe
- Finalised new lease over Fairfield Library Cafe, Hamilton Road, Fairfield
- Finalised new lease over 396 Victoria St, Wetherill Park
- Finalised new lease over Shop 16, Dutton Plaza
- Finalised new lease over Shop 26, Dutton Plaza
- Negotiations underway over new lease over Shop 20, Dutton Plaza

Community Facilities

The Community Facilities team manages the casual and regular hire of Council facilities, including offices, halls, sports fields, tennis courts and community buses. The team ensures facilities are maintained to an appropriate standard through condition inspections, attending to customer and hirer enquiries and responding to programmed repair and renewal works.

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The following table outlines the total number of casual and regular bookings and users across Council's halls, buses, tennis courts, futsal courts and sportsfields this quarter, compared to the previous quarter and the corresponding quarter in the previous fiscal year of 2024-2025.

Number of Bookings						
Year	Total	Halls	Bus	Tennis	Futsal	Sportsfield
2025-2026 Q3	7,929	1704	7	2,778	978	2,462
2024-2025 Q3	7,092	1848	7	2,478	918	1,841
% Change	+11%	-7%	0	+12%	+6%	+33%

This quarter experienced an overall increase by 11%, driven primarily by strong growth in tennis and sportsfields portfolio. This increase is contributed with the recent opening of Endeavour Park's synthetic and grass fields, together with increased demand for fitness and recreational activities during the summer months.

Hall hire recorded a slight decline of 7%, largely due to reduced bookings during the January holiday period and the temporary closure of Cabramatta Community Hall for air-conditioning upgrades. Bus hire remained steady throughout the quarter, supported by regular community groups continuing their summer social outings.

Tennis and Futsal Courts

This quarter experienced an increase of 12% tennis court bookings compared to the previous fiscal year, reflecting the continued popularity of tennis during the summer months. The growing interest in pickleball also contributed to increased utilisation of the tennis courts, with more participants using the facilities for both sports.

Futsal court bookings also experienced strong growth during the quarter, with a total of 205 bookings for the Endeavour outdoor futsal courts and total of 260 bookings for the undercover court. The undercover court has proved to be the preferred venue due to its all-weather suitability.

This increase was driven by referrals to local soccer and football clubs to use the futsal courts for pre-season training and grading while the sportsfields underwent the annual renovation program.

The online booking system continued to provide a user-friendly and convenient booking experience, contributing to strong utilisation across the precinct. This system also extends to Endeavour Sports Park multipurpose courts, which recorded a total of 1060 bookings during the quarter. While use of the multipurpose courts is free, bookings are required to activate the court lighting during evenings and access the associated bathroom facilities.

Community Halls

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Community hall bookings experienced a slight decrease during the quarter, primarily due to many regular community groups suspending programs and activities over the January holiday period. Seasonal closures and reduced demand during this time are consistent with historical booking patterns.

The warm summer weather also influenced venue preferences, with many residents choosing to host parties, celebrations and social gatherings in destination parks and open spaces.

The decrease was further impacted by the temporary closure of the Cabramatta Community Hall to facilitate air-conditioning upgrades. These works were completed successfully and have been well received by community groups, providing a more comfortable and functional environment for users and enhancing the overall quality of the facility.

Sportsfields

A total of 31 sportsgrounds were made available for the 2026 winter season, supporting a broad range of community sporting activities. Applicants for the season were advised of the outcome of their seasonal hire applications and field allocations during the quarter. Clubs were provided with the opportunity to commence pre-season training from mid-February, subject to the handover of sportsgrounds from summer hirers and the completion of the annual renovation program.

Several clubs have reported an increase in player registrations compared with previous seasons, indicating continued growth in participation across local sport. Summer sporting codes for the winter seasons included soccer, cricket, Oztag, baseball, winter cricket and athletics.

The Sports and Recreation Advisory Committee was held on 16 March 2026, providing an opportunity for Council officers and sporting clubs to discuss operational matters and prepare for the upcoming winter season.

The team presented updates on the transition between summer and winter field use, improvements to the online seasonal application process, enhancements to wet weather notifications available through Council's website, and the procedures for submitting maintenance and repair requests.

Endeavour Sports Park (ESP)

Following the official opening of Endeavour Sports Park on 25 October 2025, the precinct has experienced strong demand from both local sporting clubs and schools, contributing significantly to the increase in sportsfield bookings during the quarter. The new facilities have quickly established themselves as a valuable community asset, supporting organised sport, particularly football, school activities and recreational participation.

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To further promote Council's investment in these modern facilities and strengthen grassroots sport, Council has promoted and offered each local sporting club 1 complimentary training session at the new synthetic fields. Several clubs have already taken advantage of the initiative, providing players and volunteers with the opportunity to experience the new playing surfaces.

On 15 and 16 March 2026, the Southern Districts Football Soccer Association hosted the Fairfield Cup at Endeavour Sports Park. The return of this long-standing event to its original venue was warmly welcomed by the community and marked the first major sporting event to be held on the newly redeveloped precinct.

The Fairfield Cup was a knockout round-robin football tournament involving the Under 10, Under 11 and Under 12 age groups. More than 300 games were played across the 2-day event, with each match lasting for 30 minutes.

Approximately 3000 players and spectators, attended the event, creating a vibrant atmosphere throughout the precinct. Families, volunteers and supporters utilised the park's upgraded facilities, demonstrating the precinct's capacity to successfully host major community sporting events.

The tournament utilised the entire sporting precinct, including all grass fields and both synthetic fields. Favourable weather conditions, together with the quality of the upgraded facilities, contributed to the event's success, with initial discussions already underway to secure dates for the Fairfield Cup to return in 2027.



Figure 10 – Fairfield Cup- synthetic fields - Permission granted to publish this photograph

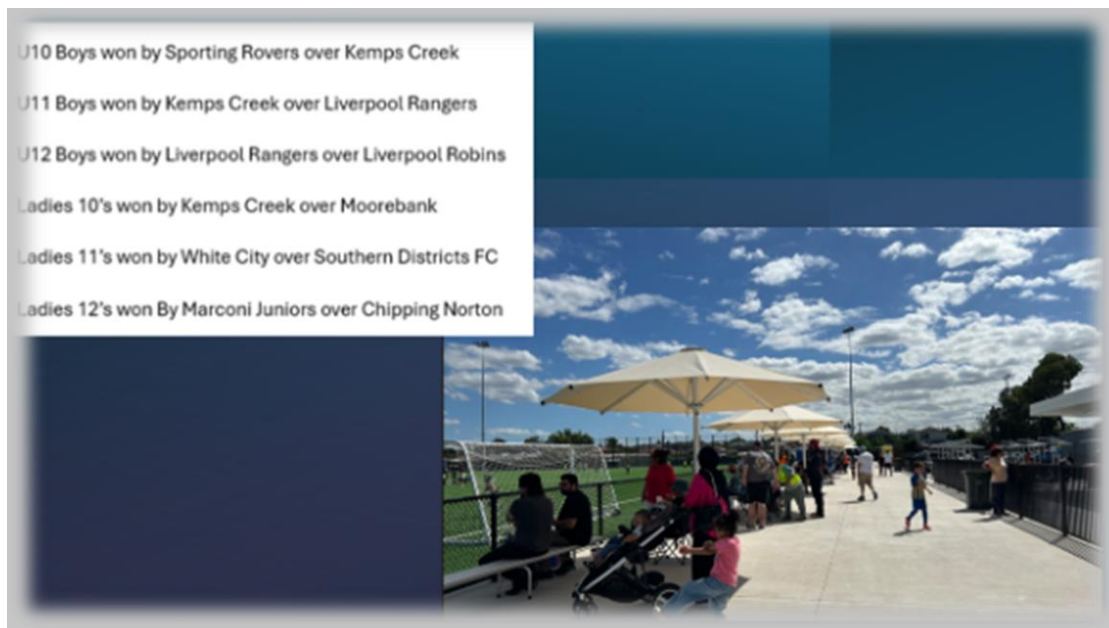
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Figure 11 - Fairfield Cup- grass fields - Permission granted to publish photograph



*Figure 12 - Image from Fairfield Cup - Each age Group Winners, view of the Synthetic fields
Permission granted to publish photograph*

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Meeting Date 14 July 2026

Item Number. 120

Aelina Truong
Manager Property and Community

Authorisation:
Manager Property Strategy and Services
Director City Strategy

Services Committee - 14 July 2026

File Name: **CSC14072026_13.DOCX**
***** END OF ITEM 120 *****

SERVICES COMMITTEE

Meeting Date 14 July 2026

Item Number. 121

SUBJECT: Divisional Update Report - Quarter 4 - Governance

FILE NUMBER: 19/33579

REPORT BY: Sonja Drca, Manager Governance and Audit

RECOMMENDATION:

That the report be received and noted.

SUPPORTING DOCUMENTS:

There are no supporting documents for this report.

CITY PLAN

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

SUMMARY

Consultation on Councillor Conduct Reforms

Circular 26-08 has been received from the Office of Local Government (OLG) inviting submissions on the NSW Government's proposed reforms to the regulation of councillor conduct from the Local Government sector.

The proposed changes are detailed in the Councillor Conduct Reform Policy Statement and Draft Model Code of Conduct for Councillors. These changes include:

- The handling of complaints being centralised through the OLG to ensure a more consistent, efficient and independent process.
- A new Privileges Committee consisting of experienced mayors and councillors who will assess less serious complaints of unsatisfactory councillor conduct while serious misconduct will be investigated by the OLG and where appropriate, referred to the Land and Environment Court.
- The existing Model Code of Conduct for Local Councils in NSW being split into 2 with a dedicated Code for councillors and a separate Code for staff, delegates and committee members. Breaches of the Code for councillors will be managed under the proposed new conduct framework.

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- The Code for councillors has been designed to reflect the political nature of elected councillor roles, support the implied freedom of political communication, simplify conflict of interest rules and remove provisions that could be misused or “weaponised” in complaints.
- The reforms will also modernise how councillors disclose their personal interests, aligning requirements with those applying to Members of NSW Parliament.

The proposed new framework will be finalised following public consultation before legislation is introduced to Parliament.

Submissions on the Councillor Conduct Reform Policy Statement and Draft Model Code of Conduct for Councillors are due by Friday 7 August 2026. Council will make a submission along with submissions from peak bodies, LGNSW and LG Professionals on behalf of the sector.

Calendar of Compliance and Reporting Requirements 2026/2027

The Office of Local Government (OLG) has released the 2026/2027 Calendar of Compliance and Reporting Requirements (Calendar) which provides details of key statutory and other reporting deadlines for planning strategic and operational tasks that each Council has a responsibility to complete.

A copy of the Calendar is available on the OLG’s website at: www.olg.nsw.gov.au.

Fines and Cost Orders

In accordance with Regulation 413A Functions of General Manager of the Local Government (General) Regulation 2021, it is the duty of the General Manager to ensure that the following information is made available to all councillors as soon as practicable after such an order is made:

- The date on which the order was made.
- The amount of the fine, penalty or costs.
- The act or omission giving rise to the fine or penalty, or the nature of the legal proceedings giving rise to the costs, as the case may be.

Councillors are hereby advised that there were no fines or cost orders incurred from 1 March to 30 June 2026.

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Meeting Date 14 July 2026

Item Number. 121

Sonja Drca
Manager Governance and Audit

Authorisation:
Director People Culture and Operations

Services Committee - 14 July 2026

File Name: **CSC14072026_2.DOCX**
***** END OF ITEM 121 *****

SERVICES COMMITTEE

Meeting Date 14 July 2026

Item Number. 122

SUBJECT: Information Report - Procurement Exemption - Provision of Cleaning Services

FILE NUMBER: 26/20209

REPORT BY: Alex Sachet, Procurement Specialist

RECOMMENDATION:

That the report be received and noted.

SUPPORTING DOCUMENTS:

There are no supporting documents for this report.

CITY PLAN

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

SUMMARY

A report is being prepared which proposes that Council be exempt from tendering for the provision of cleaning services for Council buildings and facilities under Section 55(3)(i) of the Local Government Act 1993 for a period of 12 months, from 1 September 2026 to 31 August 2027, to allow for the continuation of services under the existing contract. During this 12-month period a Request for Tender process for the cleaning of Council buildings and facilities will be conducted.

A Supplementary Services Chairperson's Report will be submitted to the Ordinary Council meeting scheduled for Tuesday 28 July 2026 for Council's consideration of the proposed procurement exemption.

SERVICES COMMITTEE

Meeting Date 14 July 2026

Item Number. 122

Alex Sachet

Procurement Specialist

Authorisation:

Procurement Manager

Deputy General Manager & CFO

Services Committee - 14 July 2026

File Name: **CSC14072026_20.DOCX**

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

SERVICES COMMITTEE

Meeting Date 14 July 2026

Item Number. 123

SUBJECT: Information Report - RFT 121-26 Fairfield Showground AFL Stage

FILE NUMBER: 25/36254

REPORT BY: Glenn Bentley, Procurement Manager

RECOMMENDATION:

That the report be received and noted.

SUPPORTING DOCUMENTS:

There are no supporting documents for this report.

CITY PLAN

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

SUMMARY

In accordance with Local Government tendering legislation and Council's Procurement Policy, a Selective Request for Tender (RFT) 121-26 Fairfield Showground AFL Stage was released on Thursday 28 May 2026. The Request for Tender was released via Council's e-tendering portal, eProcure. Tender alerts were sent to the suppliers on Council's Trade Services – Building panel.

The RFT closed at 2.30pm on Friday 19 June 2026. Council officers are assessing the submissions with the evaluation process scheduled to be completed shortly.

A Supplementary Services Chairperson's Report will be submitted to the Ordinary Council meeting scheduled for Tuesday 28 July 2026 for Council to consider acceptance of the recommendations by the Evaluation Panel.

SERVICES COMMITTEE

Meeting Date 14 July 2026

Item Number. 123

Glenn Bentley
Procurement Manager

Authorisation:
Acting General Manager

Services Committee - 14 July 2026

File Name: **CSC14072026_19.DOCX**
***** END OF ITEM 123 *****