

COUNCIL MEETING AGENDA

Strathfield Municipal Council

Tuesday 5 March 2019

6:30pm
Council Chambers
65 Homebush Road, Strathfield

OPEN FORUM

Open Forum is held during each Council Meeting to enable any person to address Council without notice on any matter NOT included in the Agenda of the meeting.

Speakers must give their name and address and are permitted five minutes to address council.

Members of the public are not permitted to make personal comments concerning Councillors, staff or other members of the public or engage in disorderly or offensive conduct at a meeting. Unacceptable conduct may result in rescinding speaking rights or expulsion from the meeting.

All comments made in Open Forum are recorded.

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TABLE OF CONTENTS

Item	Page No.
1. Prayer	
2. Recognition of Traditional Custodians	
3. Apologies	
4. Open Forum	
5. Declarations of Pecuniary or Conflict of Interest (Nature of interest to be disclosed)	
6. Confirmation of Minutes	
Ordinary Council Meeting 5 February 2019.....	5
7. Acknowledgements	
Nil	
8. Deferred/outstanding matters awaiting report	
Nil	
9. Planning and Development Matters	
9.1 S.7.11 Direct Development Contributions Plan 2010-2030 - Boarding Houses.....	20
10. Mayoral Minute(s) in accordance with Council's Code of Meeting Practice	
Nil	
11. Councillors' Questions to the Mayor (submitted in writing in accordance with Council's Code of Meeting Practice)	
Nil	
12. Questions With Notice	
13. Reports from Committees	
13.1 Report from Strathfield Youth Engagement Advisory Committee meeting on 13 February 2019	127
13.2 Report from Traffic Committee meeting on 19 February 2019.	138
14. Motions Pursuant to Notice	
14.1 Airey Park Community Gym Equipment - Councillor Nella Hall.....	161
14.2 Bi-annual Incentive Program for Food Premises - Councillor Karen Pensabene	162

14.3	Contamination Sites - Strathfield Local Government Area - Councillor Nella Hall	163
14.4	Bus Connector Community Meeting - Councillor Karen Pensabene	164
14.5	Air Quality and Amenity Issues in Strathfield Local Government Area - Councillor Maryanne Duggan	165
14.6	Open Space - Junction of Arthur Street and Fraser Street - Councillor Nella Hall	166
14.7	Community Transparency and Accountability - Development Applications and Planning Proposals - Councillor Matthew Blackmore	167

15. General Business

General Managers Reports

GM2	2019 National General Assembly of Local Government.....	168
-----	---	-----

Corporate Services Reports

CS1	Investment Report as at 31 January 2019	196
CS2	Code of Conduct and Associated Procedures	201
CS3	Restablishing Primary School Visits	298
CS4	Current Status of Council Resolutions	299

Infrastructure and Development Reports

Nil

16. Matters of Urgency in Accordance with Clause 241 of the Local Government General Regulation, 2005

17. Closed Session

Nil

HENRY T WONG
CHIEF EXECUTIVE OFFICER

MINUTES

Council Meeting

5 February 2019

Minutes of the Council Meeting of Strathfield Municipal Council held on 5 February 2019, in the Council Chambers, 65 Homebush Road, Strathfield.

COMMENCING: 6:31pm

PRESENT: Councillor Matthew Blackmore
Councillor Antoine Doueihy
Councillor Maryanne Duggan
Councillor Nella Hall (arrived 6.37pm)
Councillor Stephanie Kokkolis
Councillor Karen Pensabene
Councillor Gulian Vaccari

STAFF: Henry Wong, Chief Executive Officer
Anthony Hewton, GM, People Place & Civic Services
Stephen Clements, Deputy CEO, GM Planning, Environment & Urban Services
Jenny Nascimento, Executive Manager, Financial Service and Chief Financial Officer
Melinda Aitkenhead, Director Corporate and Financial Services
David McQuade, Senior Governance Officer

1. **OPENING:** The Prayer was read.

2. **RECOGNITION OF TRADITIONAL CUSTODIANS:** The Recognition was read.

3. **APOLOGIES**

Councillor Hall for lateness.

4. **OPEN FORUM**

Nil.

5. **PECUNIARY INTEREST/CONFLICT OF INTEREST**

Councillor Vaccari declared a non-pecuniary non-significant Conflict of Interest for *Item 9.3 Traffic Committee Meeting of 18 December 2018 – Item 9.3 Heyde Avenue – Blind Spots Due to Vehicles Permitted to Park on Kerbside*. Councillor Vaccari has property interests in the area.

6. **CONFIRMATION OF MINUTES**

1/19

RESOLVED: (Kokkolis / Pensabene)

That the minutes of the Ordinary Council Meeting meeting held on 4 December 2018, a copy of which has been furnished to each Councillor, be taken as read and confirmed as a true and correct record of that meeting and that the Chairman and General Manager be authorised to sign such minutes.

For the Motion: Councillors Blackmore, Doueihy, Duggan, Kokkolis, Pensabene and Vaccari

Against the Motion: Nil

7. ACKNOWLEDGEMENTS

7.1 99th Birthday - Mr Cyril Clymo

2/19

RESOLVED: (Kokkolis / Pensabene)

That Council write to Mr Cyril Clymo to congratulate him on his 99th birthday and appropriate fruit basket or flowers be sent.

For the Motion: For the Motion: Councillors Blackmore, Doueihi, Duggan, Kokkolis, Pensabene and Vaccari

Against the Motion: Nil

7.2 Acknowledgement - Australia Day 2019 Honours List

3/19

RESOLVED: (Pensabene / Blackmore)

1. That Dr Goetz Richter be congratulated on the Australia Day 2019 award of Honorary Member (AM) in the General Division for significant service to music as a concert violinist, artistic director, mentor and educator.
2. That Dr Jeanell Carrigan be congratulated on the Australia Day 2019 award of Honorary Member (AM) in the General Division for significant service to music education, particularly piano, and to the performing arts.
3. That Council note that a Mayoral letter of congratulations has been sent to Dr Goetz Richter and Dr Jeanell Carrigan.

For the Motion: Councillors Blackmore, Doueihi, Duggan, Hall, Kokkolis, Pensabene and Vaccari

Against the Motion: Nil

Cr Nella Hall arrived at the meeting, the time being 6.37PM.

8. DEFERRED/OUTSTANDING MATTERS AWAITING REPORT

Nil.

9. PLANNING AND DEVELOPMENT MATTERS

Nil.

Suspension of Standing Orders

4/19

RESOLVED: (Kokkolis / Pensabene)

That Standing Orders be Suspended to allow consideration of the following matters:

CS2 Investments Report as at 30 November 2018 and 31 December 2018.

CS3 Quarterly Budget Review as at 31 December 2018.

For the Motion: Councillors Blackmore, Doueihi, Duggan, Hall, Kokkolis, Pensabene and Vaccari

Against the Motion: Nil

CS2 Investments Report as at 30 November 2018 and 31 December 2018

5/19

RESOLVED: (Hall / Kokkolis)

That the Record of Cash Investments as at 30 November 2018 and 31 December 2018 be received.

For the Motion: Councillors Blackmore, Doueihi, Duggan, Hall, Kokkolis, Pensabene and Vaccari

Against the Motion: Nil

CS3 Quarterly Budget Review as at 31 December 2018

6/19

RESOLVED: (Kokkolis / Duggan)

That the Budget Review Statement as at 31 December 2018 be received.

For the Motion: Councillors Blackmore, Doueihi, Duggan, Hall, Kokkolis, Pensabene and Vaccari

Against the Motion: Nil

Resumption of Standing Orders

7/19

RESOLVED: (Doueihi / Pensabene)

That Standing Orders be resumed.

For the Motion: Councillors Blackmore, Doueihi, Duggan, Hall, Kokkolis, Pensabene and Vaccari

Against the Motion: Nil

10. MAYORAL MINUTE(S) IN ACCORDANCE WITH COUNCIL'S CODE OF MEETING PRACTICE

10.1 Mayoral Minute No.01/19 Announcement Regarding WestConnex Intentions

I MOVE:

That Council writes to the Minister for Planning, Minister for WestConnex and the Minister for Roads, Maritime and Freight, seeking an urgent meeting given recent announcements regarding WestConnex intention to sell back to market residual land bounded by Underwood Road/Ismay Avenue and the M4 Motorway.

Rationale:

The sites designated to be returned to market are sites 2 and 3. They are currently owned by the RMS and are part of the residual land for the M4 WestConnex project.

8/19

RESOLVED: (Vaccari)

That Council writes to the Minister for Planning, Minister for WestConnex, the Minister for Roads, Maritime and Freight, the member for Strathfield and the Liberal candidate for the seat of Strathfield seeking an urgent meeting given recent announcements regarding WestConnex's intention to sell back to market residual land bounded by Underwood Road/Ismay Avenue and the M4 Motorway.

For the Motion: Councillors Blackmore, Doueihi, Duggan, Hall, Kokkolis, Pensabene and Vaccari

Against the Motion: Nil

11. COUNCILLORS' QUESTIONS TO THE MAYOR (SUBMITTED IN WRITING IN ACCORDANCE WITH COUNCIL'S CODE OF MEETING PRACTICE)

Nil.

12. QUESTIONS WITH NOTICE

Nil.

13. REPORTS FROM COMMITTEES

13.1 Report from Traffic Committee Meeting on 18 December 2018

9/19

RESOLVED: (Kokkolis / Hall)

1. That the minutes of the Traffic Committee meeting held on 18 December 2018 be noted and the recommendations be adopted.
2. That the minutes of the Traffic Committee meeting held on 18 December 2018 include a Declaration of Interest from Councillor Vaccari for Item 9.3 Heyde Avenue – Blind Spots Due to Vehicles Permitted to Park on Kerbside.

For the Motion: Councillors Blackmore, Doueihi, Duggan, Hall, Kokkolis and Vaccari

Against the Motion: Nil

Councillor Karen Pensabene left the meeting, the time being 6:53 PM.

13.2 Report from Traffic Committee meeting on 18 December 2018 - Late Item

10/19

RESOLVED: (Kokkolis / Doueihi)

That the Late Item of the minutes of the Traffic Committee meeting held on 18 December 2018 be noted and the recommendation be adopted.

For the Motion: Councillors Blackmore, Doueihi, Duggan, Hall, Kokkolis and Vaccari

Against the Motion: Nil

13.3 Audit, Risk and Improvement Committee Meeting Minutes - 12 December 2018

11/19

RESOLVED: (Kokkolis / Doueihi)

That the minutes of the Audit, Risk and Improvement Committee meeting held on 12 December 2018 be noted and the recommendations be adopted.

For the Motion: Councillors Blackmore, Doueihi, Duggan, Hall, Kokkolis and Vaccari

Against the Motion: Nil

13.4 Report from 2019 Youth Week Working Group meeting on 5 December 2018

12/19

RESOLVED: (Kokkolis / Hall)

That the minutes of the 2019 Youth Week Working Group Meeting held on 5 December 2018 be noted and the recommendations be adopted.

For the Motion: Councillors Blackmore, Doueihi, Duggan, Hall, Kokkolis, Pensabene and Vaccari

Against the Motion: Nil

Councillor Karen Pensabene returned to the meeting, the time being 6:55 PM.

14. MOTIONS PURSUANT TO NOTICE

14.1 Code of Meeting Practice – Councillor Blackmore

I MOVE:

That a report be prepared for the March 2019 Ordinary Council Meeting updating the Code of Meeting Practice to extend the permissible timeframe to rescind a Notice of Motion in relation to a development or rezoning matter from 12 noon the following day to 3 business days.

13/19

RESOLVED: (Blackmore / Kokkolis)

That a report be prepared for the March 2019 Ordinary Council Meeting updating the Code of Meeting Practice to extend the permissible timeframe to rescind a Notice of Motion in relation to a development or rezoning matter from 12 noon the following day to 3 business days.

For the Motion: Councillors Blackmore, Duggan, Kokkolis and Pensabene

Against the Motion: Councillors Doueihi, Hall and Vaccari

The Mayor declared the Motion carried.

14.2 Improving Our Community Space Audit – Councillor Blackmore

I MOVE:

That Council conduct an audit on all community spaces and a report be presented to the April 2019 Ordinary Council Meeting including but not limited to:

- The current permissible usage of all community spaces
- The current days permissible at each location
- Any changes that can be made to existing Development Application's to satisfy demand from local community groups, local family birthdays/functions, local charities and any other local demand that Council staff advise

14/19

RESOLVED: (Blackmore / Pensabene)

That Council conduct an audit on all community spaces and a report be presented to the April 2019 Ordinary Council Meeting including but not limited to:

- The current permissible usage of all community spaces
- The current days permissible at each location
- Any changes that can be made to existing Development Application's to satisfy demand from local community groups, local family birthdays/functions, local charities and any other local demand that Council staff advise

For the Motion: Councillors Blackmore, Duggan, Hall, Kokkolis, Pensabene and Vaccari

Against the Motion: Councillor Doueihi

The Mayor declared the Motion carried.

Councillor Antoine Doueihi left the meeting, the time being 07:06 PM.

Councillor Antoine Doueihi returned to the meeting, the time being 07:08 PM.

14.3 Pocket Park Project – Councillor Blackmore

I MOVE:

That Council prepare a report for the May 2019 Ordinary Council Meeting on the possibility of building a number of Pocket Parks in areas across the Strathfield Local Government Area. The report is to address suitable locations with possible timeframes and consider the following locations for possible additional greenspace:

- Council's current land ownerships within or adjacent to areas zoned for high density
- Locations where a road can be closed and converted with no impact to residents' driveway access

15/19

RESOLVED: (Blackmore / Duggan)

1. That Council prepare a report for the July 2019 Ordinary Council Meeting on the possibility of building a number of Pocket Parks in areas across the Strathfield Local Government Area. The report is to address suitable locations and possible timeframes and consider the following locations for possible additional greenspace:
 - Council's current land ownerships within or adjacent to areas zoned for high density
 - Locations where a road can be closed and converted with no impact to residents' driveway access
2. This report should include associated budget information for production of any new pocket parks.

For the Motion: Councillors Blackmore, Duggan, Hall, Kokkolis, Pensabene and Vaccari

Against the Motion: Councillor Doueihi

The Mayor declared the Motion carried.

RECOMMITAL OF AN ITEM

Motion

That Item 14.2 Improving Our Community Space Audit be Recomitted.

16/19

RESOLVED: (Hall / Kokkolis)

That Item 14.2 Improving Our Community Space Audit be Recommitted.

For the Motion: Councillors Blackmore, Doueihi, Duggan, Hall, Kokkolis, Pensabene and Vaccari

Against the Motion: Nil

Note: The matter was then Recommitted.

14.2 Improving Our Community Space Audit – Councillor Blackmore (Recommitted)

17/19

RESOLVED: (Hall / Kokkolis)

That Council conduct an audit on all community spaces and a report be presented to the May 2019 Ordinary Council Meeting including but not limited to:

- The current permissible usage of all community spaces
- The current days permissible at each location
- Any changes that can be made to existing Development Application's to satisfy demand from local community groups, local family birthdays/functions, local charities and any other local demand that Council staff advise

For the Motion: Councillors Blackmore, Doueihi, Duggan, Hall, Kokkolis, Pensabene and Vaccari

Against the Motion: Nil

14.4 Shergold and Weir Report on the Australian Construction Industry – Councillor Duggan

I MOVE:

That Council provide an analysis of Shergold and Weir's (2018) report: Building Confidence – Improving the effectiveness of compliance and enforcement systems for the building and construction industry across Australia (The Report).

The Report was presented to the Building Ministers' Forum in April 2018. The report outlines serious compliance and regulatory failures in the commercial building and construction Industry. It is essential that the Council is fully informed of the report findings so that it can actively engage in future discussions and actions with a view to represent and protect current and future residents from the impact of poor-quality construction work.

It is recommended that the Council analysis provide an urgent assessment in relation to the following:

1. Key findings of the report
2. Problems outlined in the report related to private certification, poor quality construction, use of non-compliant building materials, fire safety risks, weak oversight, regulatory issues and more
3. Details of the 24 recommendations made to improve the building and construction industry. Implications for future high-rise development in the Strathfield Local Government Area
4. Action Council can take to work to ensure that current and future residents are protected from the potential impact of poor-quality construction work.

18/19

RESOLVED: (Duggan / Kokkolis)

1. That Council provide an analysis of Shergold and Weir's (2018) report: Building Confidence – Improving the effectiveness of compliance and enforcement systems for the building and construction industry across Australia (The Report). It is recommended that the Council analysis provide an urgent assessment in relation to the following:

1. Key findings of the report

2. Problems outlined in the report related to private certification, poor quality construction, use of non-compliant building materials, fire safety risks, weak oversight, regulatory issues and more
3. Details of the 24 recommendations made to improve the building and construction industry. Implications for future high-rise development in the Strathfield Local Government Area
4. Action Council can take to work to ensure that current and future residents are protected from the potential impact of poor-quality construction work.

2. That a report be presented to a Councillor Workshop at the earliest opportunity.

For the Motion: Councillors Blackmore, Doueihi, Duggan, Hall, Kokkolis, Pensabene and Vaccari

Against the Motion: Nil

14.5 Community Shelters – Councillor Duggan

I have revised my original motion and now MOVE:

That Council provide a report to the April 2019 Council meeting that details:

1. Outcome of consultation with Hills Shire Council on the Sanctuary-Hills Women's Shelter (Mayoral Minute No. 25/18)
2. Provide an update on the recommendations from the Strathfield Women's Shelter Working Group (214/18)
3. Further additional details on the 'tri-partite' funding method being used by councils and Women's Community Shelters to fund shelters and the feasibility of using a similar model in the Strathfield Local Government Area
4. Council receive a (separate) confidential report on existing women's shelter services in the Strathfield Local Government Area

19/19

RESOLVED: (Duggan / Pensabene)

That Council provide a report to the April 2019 Council meeting that details:

1. Outcome of consultation with Hills Shire Council on the Sanctuary-Hills Women's Shelter (Mayoral Minute No. 25/18)
2. Provide an update on the recommendations from the Strathfield Women's Shelter Working Group (214/18)
3. Further additional details on the 'tri-partite' funding method being used by councils and Women's Community Shelters to fund shelters and the feasibility of using a similar model in the Strathfield Local Government Area
4. Council receive a (separate) confidential report on existing women's shelter services in the Strathfield Local Government Area

For the Motion: Councillors Blackmore, Doueihi, Duggan, Hall, Kokkolis, Pensabene and Vaccari

Against the Motion: Nil

14.6 Transition of Hudson Park Golfers – Councillors Hall and Pensabene

WE MOVE:

1. That following the closure of the Hudson Park Golf Course for the development of a new district park, Council offers 12 non-transferable promotional vouchers with 12-month validity to Strathfield residents who have been frequent golfers at Hudson Park, to redeem for reduced golf course greens fee to play on nearby Strathfield Golf Course
2. That Council work with Strathfield Golf Club to implement a partnership system of contra discount to assist and support the transitioning of Hudson Park golfers

20/19

RESOLVED: (Hall / Pensabene)

1. That following the closure of the Hudson Park Golf Course for the development of a new district park, Council offers 12 non-transferable promotional vouchers with 12-month validity to Strathfield residents who have been frequent golfers at Hudson Park, to redeem for reduced golf course greens fee to play on nearby Strathfield Golf Course
2. That Council work with Strathfield Golf Club to implement a partnership system of contra discount to assist and support the transitioning of Hudson Park golfers

For the Motion: Councillors Blackmore, Doueihi, Duggan, Hall, Kokkolis, Pensabene and Vaccari

Against the Motion: Nil

15. GENERAL BUSINESS

GM1 Local Government Elections 2020

21/19

RESOLVED: (Blackmore / Pensabene)

That Council resolves:

- A. Pursuant to section 296(2) and (3) of the NSW Local Government Act 1993 endorse an election arrangement be entered into by contract for the Electoral Commissioner to administer all elections of the Council.
- B. Council adopt, pursuant to section 296(2) and (3) of the NSW Local Government Act 1993, as applied and modified by section 18 of the NSW Local Government Act 1993, that a council poll arrangement be entered into by contract for the Electoral Commissioner to administer all council polls of the Council.
- C. Council adopt, pursuant to section 296(2) and (3) of the NSW Local Government Act 1993, as applied and modified by section 18 of the NSW Local Government Act 1993, that a constitutional referendum arrangement be entered into by contract for the Electoral Commissioner to administer all constitutional referenda of the Council.
- D. Council delegates authority to the Chief Executive Officer to enter into negotiations with the Electoral Commissioner and to enter into a contract for the provision of administering elections

of the Council.

For the Motion: Councillors Blackmore, Doueihi, Duggan, Hall, Kokkolis, Pensabene and Vaccari

Against the Motion: Nil

GM2 Draft Hardship Policy for Reduction of Fees for Seniors Organisations

22/19

RESOLVED: (Hall / Duggan)

That Council adopt the draft Hardship Policy for reduction of fees for seniors organisations, as exhibited.

For the Motion: Councillors Blackmore, Doueihi, Duggan, Hall, Kokkolis, Pensabene and Vaccari

Against the Motion: Nil

CS1 Current Status of Council Resolutions

23/19

RESOLVED: (Kokkolis / Hall)

That the report on the current status of Council resolutions be noted.

For the Motion: Councillors Blackmore, Doueihi, Duggan, Hall, Kokkolis, Pensabene and Vaccari

Against the Motion: Nil

ID1 Report on Submissions - Amendment to Strathfield Consolidated Development Control Plan 2005 - Part L - Public Notification

24/19

RESOLVED: (Vaccari / Blackmore)

1. That the amendments to Part L – Public Notifications of Development Applications of SCDCP 2005 be adopted, as exhibited.
2. That the amendments to Part L – Public Notifications of Development Applications of SCDCP 2005 become effective from the date of the public notice appearing in the local newspaper.

For the Motion: Councillors Blackmore, Doueihi, Duggan, Hall, Kokkolis, Pensabene and Vaccari

Against the Motion: Nil

ID2 Amendment to Part A of Strathfield Consolidated DCP 2005 - Dwelling Houses and Ancillary Structures

25/19

RESOLVED: (Vaccari / Kokkolis)

1. That the amendment prepared (Attachment 1) to Part A – Dwelling Houses and Ancillary Structures of Strathfield Consolidated Development Control Plan as outlined in the body of the report and detailed in Attachment 1, be placed on public exhibition in accordance with the requirements of the Environmental Planning & Assessment Act 1970 and EPA Regulations 2000.
2. That a further report on the submissions be presented to Council at the conclusion of the exhibition period.

For the Motion: Councillors Blackmore, Doueihi, Duggan, Hall, Kokkolis, Pensabene and Vaccari

Against the Motion: Nil

ID3 Powells Creek Bike and Walking Track

MOTION: (Duggan/Pensabene)

1. That council note the Strathfield Cycleway Concept Plan.
2. That council provide a more detailed implementation plan including:
 - Potential funding sources from Canada Bay Council, State and Federal Governments
 - Identify key stakeholders e.g. Transport NSW, Roads and Maritime Services, Bicycle NSW, NSW Police, local business owners, Strathfield Council Traffic Committee, bike users, community, etc.
 - Outline appropriate stakeholder consultation and feedback
 - Outline results of stakeholder consultation and related issues
 - A more concerted effort to reduce on-road proportion e.g. examine whether the path could follow the linear parkway next to Powells Creek (refer to map) and link to proposed park at 20 Parramatta Road
 - A risk management plan (given crash data outlined in the Strathfield Cycleway Concept Plan)
 - Consideration of a public exhibition and community input process
3. Draft implementation plan to be discussed at a future councillor workshop
4. That Councillors navigate the proposed route at an organised field trip

For the Motion: Councillors Duggan and Pensabene

Against the Motion: Councillors Blackmore, Doueihi, Hall, Kokkolis and Vaccari

The Mayor declared the Motion lost.

FORESHADOWED MOTION: (Kokkolis/Vaccari)

1. That Council receive the Strathfield Cycleway Concept Plan and approve the implementation of the Cycleway.
2. That Councillors navigate the proposed route at an organised field trip

For the Motion: Councillors Doueihi, Kokkolis and Vaccari

Against the Motion: Councillors Blackmore, Duggan, Hall and Pensabene

The Mayor declared the Foreshadowed Motion lost.

FURTHER FORESHADOWED MOTION: (Blackmore/Pensabene)

1. That Council receive the Strathfield Cycleway Concept Plan.
2. That Councillors navigate the proposed route at an organised field trip.
3. That the proposed plan is referred to the Strathfield Council Traffic Committee for input and advice, prior to implementation.

For the Motion: Councillors Blackmore, Doueihi, Duggan, Hall, Kokkolis, Pensabene and Vaccari

Against the Motion: Nil

The Mayor declared the Further Foreshadowed Motion carried.

26/19

RESOLVED: (Blackmore / Pensabene)

1. That Council receive the Strathfield Cycleway Concept Plan.
2. That Councillors navigate the proposed route at an organised field trip.
3. That the proposed plan is referred to the Strathfield Council Traffic Committee for input and advice, prior to implementation.

For the Motion: Councillors Blackmore, Doueihi, Duggan, Hall, Kokkolis, Pensabene and Vaccari

Against the Motion: Nil

16. MATTERS OF URGENCY IN ACCORDANCE WITH CLAUSE 241 OF THE LOCAL GOVERNMENT GENERAL REGULATION, 2005

Councillor Blackmore indicated he had a matter of urgency. The Mayor declared the item not a matter of urgency and adjourned the meeting for five minutes at 8.38pm.

The Mayor resumed the Chair and reopened the meeting at 8.43pm and declared the meeting closed.

17. CLOSED SESSION

Nil

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 8.44pm.

The foregoing Minutes were confirmed at the meeting of the Council of the Municipality of Strathfield on 5 March 2019.

Chairman_____

General Manager_____

9.1 S.7.11 DIRECT DEVELOPMENT CONTRIBUTIONS PLAN 2010-2030 - BOARDING HOUSES

AUTHOR: George Andonoski, Specialist Strategic Planner

APPROVER: Stephen Clements, Deputy CEO and General Manager Planning, Environment and Urban Services

RECOMMENDATION

1. That the amendments prepared to the Strathfield Direct Development Contributions Plan 2010-2030 as outlined in the body of the report and detailed in Attachment 1, which incorporates contribution rates for boarding house developments and secondary dwellings, be placed on public exhibition in accordance with the requirements of the Environmental Planning & Assessment Act 1979 and EP & A Regulations 2000.
2. That a further report on the submissions be presented to Council at the conclusion of the exhibition period.

PURPOSE OF REPORT

The purpose of this report is to provide Council with an overview of the proposed amendments to the Strathfield Direct Development Contributions Plan 2010-2030 and to seek Council's approval to place the amendment to the Contributions Plan on public exhibition.

The proposed amendment has been prepared to provide clarity and consistency in the application of s7.11 Direct Development Contributions for Boarding House developments based on the number of occupants per boarding room and to adopt a more appropriate occupancy rate for secondary dwellings.

REPORT

Background

The purpose of the Direct Development Contributions Plan is to:

- Provide an administrative framework under which specific public facilities strategies may be implemented and coordinated;
- Ensure that adequate public facilities are provided for as part of any new development;
- To authorise a Consent Authority or a private certifier to impose conditions under section 7.11 of the Environmental Planning and Assessment Act 1979 ("EP&A Act") when granting consent to development on land to which this plan applies;
- Provide a comprehensive strategy for the assessment, collection, expenditure accounting and review of development contributions on an equitable basis;
- Ensure that the existing community is not burdened by the provision of public amenities and public services required as a result of future development; and
- Enable Council to be both publicly and financially accountable in its assessment and administration of the development contributions plan.

The Direct Development Contributions Plan 2010-2030 for the Strathfield LGA was adopted by Council on 3 September 2010.

A further amendment to this plan, version 2, which increased the embellishment and contribution rates was adopted by Council and became effective on 27 September 2016. It is this document which is currently used to apply development contributions where applicable in the LGA.

S.7.11 Direct Development Contributions Plan 2010-2030 - Boarding Houses (Cont'd)

The existing document does not include specific provisions or lists boarding house development or rooms as a type of development subject to Development Contributions. To ensure consistency, Council is currently assessing a boarding room as a Flat/Unit with 1 bedroom or less and applied the applicable contribution rates for this type of development.

Given that the occupation rates of a boarding room are legislated based on the size of the room and conditions of consent, it would be more appropriate that the boarding rooms be given their own separate category with contribution rates being based on an occupancy rate of 1 or 2 persons depending on whether the room is approved as a single or double occupancy room.

Similarly, secondary dwellings had been grouped within the same category of flats/units with one bedroom or less. The contributions for this category type are based on an occupancy rate of 1.7 persons. Based on the size of a secondary dwelling, which is generally built to the maximum allowable area of 60sqm and containing two bedrooms, an occupancy rate similar to that of a two bedroom villa is considered more appropriate. The proposed amendment to the Direct Contribution Plan adopts an occupancy rate of 2.1 persons which is more appropriate to this type of development.

Proposed Amendments to Direct Development Contributions Plan

As part of the amendments, it is proposed to amend the contribution tables within the Strathfield Direct Development Contributions Plan 2010-2030 to create a separate category for secondary dwellings, which will sit under the main residential category which also includes detached dwelling houses and single allotments.

In addition to this, a new category will be created for Boarding House Development, with two separate sub categories and rates for single and double rooms.

The amendments will affect Table 1.1, Table 1.2, 1.5 and 2.1.

Table 2.1 identifies the categories of development and any credits that will be applied for the existing development on the site. The extracts with changes highlighted are shown below;

Table 1.1 – Contribution Rates per Development Type by Precinct

Contribution Rates		Precinct							
	1	2	3	4	5	6	7	8	9
Residential									
Detached Dwelling house / Single Allotment	19,295	20,000	20,000	20,000	18,723	18,726	18,723	17,734	17,734
Secondary Dwelling	12,372	13,945	15,871	13,359	12,103	12,105	12,103	11,638	11,638
Boarding House Development									
Single Occupancy	6,093	6,829	7,774	6,564	5,891	5,891	5,981	5,542	5,542
Double Occupancy	11,635	13,142	14,857	12,572	11,433	11,433	11,433	11,082	11,082
Flats / Units									
1 Bedroom or less	9,972	11,248	12,802	10,770	9,770	9,771	9,770	9,421	9,421

S.7.11 Direct Development Contributions Plan 2010-2030 - Boarding Houses (Cont'd)

**Table 1.2 - Roads and Traffic Management
Contributions Rates per Development Type by Precinct**

Contribution Rates		Precinct								
		1	2	3	4	5	6	7	8	9
Residential										
Detached Dwelling house/ Single Vacant Allotment		1,561	1,463	1,673	1,576	989	992	989	-	-
Secondary Dwelling		734	688	787	742	465	467	457	-	-
Boarding House Development										
Single Occupancy		551	516	591	556	349	350	349	-	-
Double Occupancy		551	516	591	556	349	350	349	-	-
Flats / Units										
1 Bedroom or less		551	516	591	556	349	350	349	-	-

**Table 1.5 – Contribution Rates per Development Type
and by Precinct (excluding Roads and Traffic Management)**

Contribution Rates		Rate per Development Type by Precinct								
	Occupancy Person/m2	1	2	3	4	5	6	7	8	9
Rate per person		5,542	6,313	7,183	6,008	5,542	5,542	5,542	5,542	5,542
Residential Development										
Detached Dwelling house / Single Vacant Allotment	3.2	17,734.40	20,201.60	22,985.60	19,225.60	17,734.40	17,734.40	17,734.40	17,734.40	17,734.40
Secondary Dwelling	2.1	11,638.20	13,257.30	15,084.30	12,616.80	11,638.20	11,638.20	11,638.20	11,638.20	11,638.20
Boarding House Development										
Single Occupancy	1.0	5,542	6,313	7,183	6,008	5,542	5,542	5,542	5,542	5,542
Double Occupancy	2.0	11,084	12,626	14,366	12,016	11,084	11,084	11,084	11,084	11,084
Flats / Units										
1 Bedroom or less	1.7	9,421.40	10,732.10	12,211.10	10,213.60	9,421.40	9,421.40	9,421.40	9,421.40	9,421.40

Table 2.1 – Contribution Rates for Credits per Development Type and by Precinct

Contribution Rates		Precinct								
		1	2	3	4	5	6	7	8	9
Residential										
Detached Dwelling house / Single Allotment		19,295	20,000	20,000	20,000	18,723	18,726	18,723	17,734	17,734
Secondary Dwelling		12,372	13,945	15,871	13,359	12,103	12,105	12,103	11,638	11,638
Boarding House Development										
Single Occupancy		6,093	6,829	7,774	6,564	5,891	5,891	5,981	5,542	5,542
Double Occupancy		11,635	13,142	14,857	12,572	11,433	11,433	11,433	11,082	11,082
Flats / Units										
1 Bedroom or less		9,972	11,248	12,802	10,770	9,770	9,771	9,770	9,421	9,421

S.7.11 Direct Development Contributions Plan 2010-2030 - Boarding Houses (Cont'd)

It should be noted that the figures in the table above are correct at the time version 2 of the plan was prepared and adopted by Council. These rates are based on March 2016 and would be subject to CPI increase since this time to reflect current charges.

In addition to the amendments to the tables highlighted above, there have been some general housekeeping amendments to the document to reflect the changes to the Environmental Planning & Assessment Act which became effective in March 2018.

All these changes have been incorporated and highlighted in the draft amendments to the Direct Development Contributions Plan 2010-2030, which has been included as attachment 1 to this report.

Conclusion

If Council resolves to place the amendments to the Strathfield Direct Development Contributions Plan 2010-2030 as outlined in the body of the report on public exhibition, the exhibition will be undertaken in accordance with the *Environmental Planning & Assessment Act 1979* and *Environmental Planning & Assessment Regulations 2000* and comprise:

- A public exhibition period of 28 days;
- Notification in the local newspaper; and
- Exhibition of the amendments to the Strathfield Direct Contributions Plan 2010-2030 be displayed at the Strathfield Main Library, High Street Community Library, Council's Customer Service Centre, on Council's website and Council's weekly e-News.

At the conclusion of the public exhibition, a report on the submissions will be presented to Council.

FINANCIAL IMPLICATIONS

There are no financial implications.

ATTACHMENTS

1. Draft Strathfield Direct Contributions Plan 2010-2030

ATTACHMENT 1

Direct Development Contributions Plan 2010 - 2030

Strathfield LGA

Adoption – 20 September 2016

Effective – 27 September 2016



Peter Andrews + Associates Pty Ltd

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Direct Development Contributions Plan

This Direct Development Contributions Plan was prepared by Peter Andrews + Associates Pty Ltd with contributions and assistance from Leah Beatty and Frankie Liang within Strathfield Municipal Council.

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Photographs Front Cover
Strathfield Municipal Council
1. High Street Community Library
2. Dean Reserve

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CONTENTS

PART A – SUMMARY SCHEDULES	5
1.0 Summary Schedules	
PART B – ADMINISTRATION AND OPERATION OF THE PLAN	9
2.0 Administration And Operation	
2.1 What is the name of this development contributions plan?	
2.2 Area the plan applies	
2.3 What is the purpose of this development contributions plan?	
2.4 Commencement of the plan	
2.5 Relationship with other plans and policies	
2.6 Definitions	
2.7 When is the contribution payable?	
2.8 Construction certificates and the obligation of accredited certifiers	
2.9 Complying development and the obligation of accredited certifiers	
2.10 Deferred/periodic payments	
2.11 Can the contribution be settled "in-kind" or through a material public benefit?	
2.12 Exemptions	
2.13 Review of contribution rates	
2.14 How are contributions adjusted at the time of payment?	
2.15 Are there allowances for existing development?	
2.16 Pooling of contributions	
2.17 Savings and transitional arrangements	
2.18 Timing of Works	
2.19 Transfer of Land	
2.20 Revision of Plan	
2.21 Voluntary Planning Agreements	
PART C – EXPECTED DEVELOPMENT AND CHARACTERISTICS	16
3.0 Urban Characteristics And Population	
3.1 Area	
3.2 Existing context of the Strathfield Municipality	
3.3 Existing Development	
3.3.1 Residential Development	
3.3.2 Employment Lands	
3.4 Expected Development	
3.4.1 Residential Development	
3.4.2 Employment Lands	
3.4.3 Other Development	
3.5 Key Community Infrastructure	
PART D – FACILITY PROGRAMS – ROADWORKS AND TRAFFIC MANAGEMENT	30
4.0 ROADWORKS AND TRAFFIC MANAGEMENT	
4.1 Strategic Framework	
4.2 Nexus between Development and Demand	
4.2.1 Causal Nexus	
4.2.2 Spatial Nexus	
4.2.3 Temporal Nexus	
4.3 Calculation of Contribution Rates	
PART E – FACILITY PROGRAMS – OPEN SPACE AND RECREATIONAL FACILITIES	41
5.0 Open Space And Recreational Facilities	
5.1 Strategic Framework	
5.2 Nexus between Development and Demand	
5.2.1 Causal Nexus	
5.2.2 Spatial Nexus	
5.2.3 Temporal Nexus	
5.3 Calculation of Contribution Rates	

CONTENTS

PART F – FACILITY PROGRAMS – COMMUNITY FACILITIES	52
6.0 COMMUNITY FACILITIES	
6.1 Strategic Framework	
6.2 Nexus between Development and Demand	
6.2.1 Causal Nexus	
6.2.2 Spatial Nexus	
6.2.3 Temporal Nexus	
6.3 Calculation of Contribution Rates	
PART G – FACILITY PROGRAMS - ADMINISTRATION	55
7.0 ADMINISTRATION	
7.1 Facilities Strategy	
7.2 Nexus between Development and Demand	
7.3 Calculation of Contribution Rates	
PART H – SUMMARY WORK SCHEDULES	59
PART I – COST BREAKDOWNS	63
PART J – FACILITIES INVENTORY	97
PART K – EMBELLISHMENT COSTS	100
PART L – REFERENCES	102
Figure 1	Strathfield Local Government Area
Figure 2	Strathfield Precincts Plan
Figure 3	Existing Open Space and Community Facilities
Figure 4	Proposed Works – Roadworks and Traffic Management
Figure 5	Proposed Works – Major Open Space and Recreational Facilities
Figure 6	Proposed Works – Local Open Space and Recreational Facilities
Figure 7	Proposed Works – Community Facilities

PART A – SUMMARY SCHEDULES

1.0 SUMMARY SCHEDULES

Table 1 outlines the overall Contributions Rates per development type by Precinct. These rates will be levied on new development.

Table 1.1 – Contribution Rates per Development Type by Precinct

Contribution Rates		Precinct								
	1	2	3	4	5	6	7	8	9	
Residential										
Detached Dwelling house / Single Allotment	19,295	20,000	20,000	20,000	18,723	18,726	18,723	17,734	17,734	
Secondary Dwelling	12,372	13,945	15,871	13,359	12,103	12,105	12,103	11,638	11,638	
Boarding House Development										
Single Occupancy	6,093	6,829	7,774	6,564	5,891	5,891	5,981	5,542	5,542	
Double Occupancy	11,635	13,142	14,857	12,572	11,433	11,433	11,433	11,082	11,082	
Flats / Units										
1 Bedroom or less	9,972	11,248	12,802	10,770	9,770	9,771	9,770	9,421	9,421	
2 Bedrooms	14,406	16,299	18,549	15,576	14,204	14,205	14,204	13,855	13,855	
3 Bedrooms	17,823	20,000	20,000	19,274	17,587	17,589	17,587	17,180	17,180	
4 Bedrooms plus	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	
Townhouse/Villas										
1 Bedroom or less	6,830	7,632	8,688	7,351	6,561	6,563	6,561	6,096	6,096	
2 Bedrooms	12,372	13,945	15,871	13,359	12,103	12,105	12,103	11,638	11,638	
3 Bedrooms	17,544	19,800	20,000	18,951	17,208	17,210	17,208	16,626	16,626	
4 Bedrooms Plus	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	
Employment Lands										
Industrial per m2	133	132	170	141	66	66	66	66	66	
Retail per m2	135	157	585	493	135	135	135	135	135	
Commercial per m2	248	289	495	411	248	248	248	248	248	
Tourism per Room	1,413	1,644	1,905	1,553	1,413	1,413	1,413	1,413	1,413	

Roads and Traffic Management facilities are calculated based on vehicle trips per hour whereas the Open Space and Communities facility programs are based on a per person rate. Therefore, the facilities programs are determined for each type of development per precinct and then are added together to determine the contribution rates per development type as outlined in Table 1 above. The following summary tables are provided below to show how the above rates have been calculated.

- Overall Contributions Rates per development type by Precinct – Table 1.1. This provides the contributions that will be levied on new development. These rates are determined by adding Tables 1.4 and 1.5 with Table 1.2.
- Roads and Traffic Management Contribution Rates per dwelling type or employment type – Table 1.2;
- Contribution Rates (Open Space, Community Facilities and Administration) per person by Precinct and Facility – Table 1.3. This provides the per person rate for these facilities which are then multiplied by the occupancy rates as outlined in Table 1.5;
- Contribution Rates (Open Space, Community Facilities and Administration) per employment lands by Precinct and Facility – Table 1.4;

PART A – SUMMARY SCHEDULES

- Contribution Rates (Open Space, Community Facilities and Administration) per person by Precinct and Facility – Table 1.5;
- Single allotment rate refers to subdivision of land. This rate will be applied per individual allotment created as part of the subdivision.

**Table 1.2 - Roads and Traffic Management
Contributions Rates per Development Type by Precinct**

Contribution Rates	Precinct								
	1	2	3	4	5	6	7	8	9
Residential									
Detached Dwelling house/ Single Vacant Allotment	1,561	1,463	1,673	1,576	989	992	989	-	-
Secondary Dwelling	734	688	787	742	465	467	457	-	-
Boarding House Development									
Single Occupancy	551	516	591	556	349	350	349	-	-
Double Occupancy	551	516	591	556	349	350	349	-	-
Flats / Units									
1 Bedroom or less	551	516	591	556	349	350	349	-	-
2 Bedrooms	551	516	591	556	349	350	349	-	-
3 Bedrooms	643	602	689	649	407	409	407	-	-
4 Bedrooms plus	734	688	787	742	465	467	465	-	-
Townhouse/Villas									
1 Bedroom or less	734	688	787	742	465	467	465	-	-
2 Bedrooms	734	688	787	742	465	467	465	-	-
3 Bedrooms	918	861	984	927	582	584	582	-	-
4 Bedrooms Plus	1,102	1,033	1,181	1,112	698	700	698	-	-
Employment Lands									
Industrial per m2	67	56	81	69	-	-	-	-	-
Retail per m2	-	-	403	345	-	-	-	-	-
Commercial per m2	-	-	161	138	-	-	-	-	-

**Table 1.3 - Contributions Rates per resident by Facility Program
and by Precinct (excluding Roads and Traffic Management)**

Facilities	Rates Per Person Per Precinct								
	1	2	3	4	5	6	7	8	9
Local Open Space	836	1,607	2,477	1,302	836	836	836	836	836
Major Open Space	3,799	3,799	3,799	3,799	3,799	3,799	3,799	3,799	3,799
Community Facilities	835	835	835	835	835	835	835	835	835
Administration	72	72	72	72	72	72	72	72	72
TOTAL	5,542	6,313	7,183	6,008	5,542	5,542	5,542	5,542	5,542

PART A – SUMMARY SCHEDULES

**Table 1.4 - Contributions Rates per employment development
by Facility Program and by Precinct (excluding Roads and Traffic Management)**

Precinct	Facility Program	Contribution Rate Per Person	Commercial Rate per m2 (19m2 per employee)	Retail Rate per m2 (35m2 employee)	Industrial Rate per m2 (71.5m2 per employee)	Tourism per Room workers room)	Rate (0.3 per per
1	Local Open Space	836	44	24	12		251
	Major Open Space	3,799	200	109	53		1,140
	Administration	72	4	2	1		22
	Total		248	135	66		1,413
2	Local Open Space	1,607	85	46	22		482
	Major Open Space	3,799	200	109	53		1,140
	Administration	72	4	2	1		22
	Total		289	157	76		1,644
3	Local Open Space	2,477	130	71	35		743
	Major Open Space	3,799	200	109	53		1,140
	Administration	72	4	2	1		22
	Total		334	182	89		1,905
4	Local Open Space	1,302	69	37	18		391
	Major Open Space	3,799	200	109	53		1,140
	Administration	72	4	2	1		22
	Total		273	148	72		1,553
5	Local Open Space	836	44	24	12		251
	Major Open Space	3,799	200	109	53		1,140
	Administration	72	4	2	1		22
	Total		248	135	66		1,413
6	Local Open Space	836	44	24	12		251
	Major Open Space	3,799	200	109	53		1,140
	Administration	72	4	2	1		22
	Total		248	135	66		1,413
7	Local Open Space	836	44	24	12		251
	Major Open Space	3,799	200	109	53		1,140
	Administration	72	4	2	1		22
	Total		248	135	66		1,413
8	Local Open Space	836	44	24	12		251
	Major Open Space	3,799	200	109	53		1,140
	Administration	72	4	2	1		22
	Total		248	135	66		1,413
9	Local Open Space	836	44	24	12		251
	Major Open Space	3,799	200	109	53		1,140
	Administration	72	4	2	1		22
	Total		248	135	66		1,413

PART A – SUMMARY SCHEDULES

**Table 1.5 – Contribution Rates per Development Type
and by Precinct (excluding Roads and Traffic Management)**

Contribution Rates		Rate per Development Type by Precinct								
	Occupancy Person/m ²	1	2	3	4	5	6	7	8	9
Rate per person		5,542	6,313	7,183	6,008	5,542	5,542	5,542	5,542	5,542
Residential Development										
Detached Dwelling house / Single Vacant Allotment	3.2	17,734.40	20,201.60	22,985.60	19,225.60	17,734.40	17,734.40	17,734.40	17,734.40	17,734.40
Secondary Dwelling	2.1	11,638.20	13,257.30	15,084.30	12,616.80	11,638.20	11,638.20	11,638.20	11,638.20	11,638.20
Boarding House Development										
Single Occupancy	1.0	5,542	6,313	7,183	6,008	5,542	5,542	5,542	5,542	5,542
Double Occupancy	2.0	11,084	12,626	14,366	12,016	11,084	11,084	11,084	11,084	11,084
Flats / Units										
1 Bedroom or less	1.7	9,421.40	10,732.10	12,211.10	10,213.60	9,421.40	9,421.40	9,421.40	9,421.40	9,421.40
2 Bedrooms	2.5	13,855.00	15,782.50	17,957.50	15,020.00	13,855.00	13,855.00	13,855.00	13,855.00	13,855.00
3 Bedrooms	3.1	17,180.20	19,570.30	22,267.30	18,624.80	17,180.20	17,180.20	17,180.20	17,180.20	17,180.20
4 Bedrooms Plus	3.8	21,059.60	23,989.40	27,295.40	22,830.40	21,059.60	21,059.60	21,059.60	21,059.60	21,059.60
Townhouse / Villa										
1 Bedroom or less	1.1	6,096.20	6,944.30	7,901.30	6,608.80	6,096.20	6,096.20	6,096.20	6,096.20	6,096.20
2 Bedrooms	2.1	11,638.20	13,257.30	15,084.30	12,616.80	11,638.20	11,638.20	11,638.20	11,638.20	11,638.20
3 Bedrooms	3.0	16,626.00	18,939.00	21,549.00	18,024.00	16,626.00	16,626.00	16,626.00	16,626.00	16,626.00
4 Bedrooms plus	3.7	20,505.40	23,358.10	26,577.10	22,229.60	20,505.40	20,505.40	20,505.40	20,505.40	20,505.40

PART B – ADMINISTRATION AND OPERATION OF THE PLAN

2.0 ADMINISTRATION AND OPERATION

2.1 What is the name of this development contributions plan?

This Direct Development Contributions Plan is called the Strathfield Local Government Area Direct Development Contributions Plan 2010 to 2030.

2.2 Area the plan applies

This plan applies to land within the Strathfield Local Government Area as shown on Figure 1.

2.3 What is the purpose of this development contributions plan?

The purpose of the Direct Development Contributions Plan is to:

- provide an administrative framework under which specific public facilities strategies may be implemented and coordinated;
- ensure that adequate public facilities are provided for as part of any new development;
- to authorise a Consent Authority or a private certifier to impose conditions under [section 7.11](#) of the Environmental Planning and Assessment Act 1979 ("EP&A Act") when granting consent to development on land to which this plan applies;
- provide a comprehensive strategy for the assessment, collection, expenditure accounting and review of development contributions on an equitable basis;
- ensure that the existing community is not burdened by the provision of public amenities and public services required as a result of future development; and
- enable Council to be both publicly and financially accountable in its assessment and administration of the development contributions plan.

2.4 Commencement of the plan

This Direct Development Contributions Plan has been prepared pursuant to the provisions of [Part 7](#) of the EP&A Act and Part 4 of the Environmental Planning & Assessment Regulation 2000 ("EP&A Regulation") and takes effect from the date on which public notice was published.

2.5 Relationship with other plans and policies

This Plan should be read in conjunction with the Strathfield Local Environmental Plan 2012, and any amendment, the Consolidated Development Control Plan 2005, other site specific Development Control Plans, Council's Management Plan and Council's Codes and Policies.

This Plan replaces any requirements and details related to Direct Development Contributions that exist within any Development Control Plan previously prepared by Council.

This Plan takes precedence over any of Council's Codes and Policies where there are any inconsistencies in relation to Direct Development Contributions.

Other contributions plans may also apply to development covered by this plan.

PART B – ADMINISTRATION AND OPERATION OF THE PLAN

2.6 Definitions

Definitions are in accordance with the Strathfield Local Environmental Plan 2012.

2.7 When is the contribution payable?

A contribution must be paid to the Council at the time specified in the condition that imposes the contribution. If no such time is specified, the timing of the payment of the contribution is as follows:

- (a) in the case of a consent to development where no further approvals are required - before a compliance certificate is issued;
- (b) in the case of a consent to development where a construction certificate is required - before the issue of a construction certificate;
- (c) in the case of a consent to development where a subdivision certificate is required - before the issue of a subdivision certificate;
- (d) in the case of a consent to any other development - before the compliance certificate is issued.

2.8 Construction certificates and the obligation of accredited certifiers

In accordance with **Part 7** of the EP&A Act and Part 4 of the EP&A Regulation, a certifying authority must not issue a construction certificate for building work or subdivision work under a development consent unless it has verified that each condition requiring the payment of monetary contributions has been satisfied.

In particular, the certifier must ensure that the applicant provides a receipt(s) confirming that contributions have been fully paid and copies of such receipts must be included with copies of the certified plans provided to the Council in accordance with Part 4 of the EP&A Regulation. Failure to follow this procedure may render such a certificate invalid.

The only exceptions to the requirement are where a works in kind, material public benefit, and dedication of land or deferred payment arrangements have been agreed by Council. In such cases, Council will issue a letter confirming that an alternative payment method has been agreed with the applicant.

2.9 Complying development and the obligation of accredited certifiers

In accordance with **Part 7** of the EP&A Act, accredited certifiers must impose a condition requiring monetary contributions in accordance with this Direct Development Contributions Plan. Failure to follow this procedure may render such a certificate invalid.

The conditions imposed must be consistent with Council's standard development contributions consent conditions and be strictly in accordance with this Direct Development Contributions Plan. It is the professional responsibility of accredited certifiers to accurately calculate the contribution and to apply the direct development contribution condition correctly.

2.10 Deferred/periodic payments

Council does not permit deferred or periodic payments of development contributions.

PART B – ADMINISTRATION AND OPERATION OF THE PLAN

2.11 Can the contribution be settled “in-kind” or through a material public benefit?

Council may accept an offer by the applicant to provide an “in-kind” contribution (ie the applicant completes part or all of work/s identified in the plan) or through provision of another material public benefit in lieu of the applicant satisfying its obligations under this plan. Council may accept such alternatives in the following circumstances:

- a) the applicant making a formal application to carry out the works;
- b) the value of the works to be undertaken is at least equal to the value of the contribution that would otherwise be required under this plan;
- c) the standard of the works is to Council’s full satisfaction; and
- d) the provision of the material public benefit will not prejudice the timing or the manner of the provision of public facilities included in the works program.

The value of the works to be substituted will be the value assigned to it under this contributions plan. If there is a dispute between Council and the developer over the value of the works, the developer must provide documented evidence of the value by an independently certified Quantity Surveyor who is registered with the Australian Institute of Quantity Surveyors or a person who can demonstrate equivalent qualifications.

Council will require the applicant to enter into a written agreement for the provision of the works.

Acceptance of any such alternative is at the sole discretion of Council. Council may review the valuation of works and may seek the services of an independent person to verify their value. In these cases, all costs and expenses borne by Council in determining the value of the works or land will be paid by the applicant.

Offsetting of contributions will not be automatic. Applications will be considered on their merits. Nor will Council offset contributions where such a situation is likely to lead to a delay in the provision of land or facilities to the detriment of the incoming population.

Where the value of a particular work in kind exceeds the contribution due for that work, this excess value may (subject to Council’s concurrence) form a credit to the developer, which will be repaid once the following criteria have been met:

- a) The credit will not be refunded until such time as all of the developer’s land within the area serviced by the subject land has been developed and all relevant contributions have been offset against the credit value;
- b) The credit will not be refunded until such time as 75% of the areas benefiting from the credited land have contributed to the scheme; and
- c) The credit should not be refunded if insufficient funds exist in the fund meaning the refund will impact on Council’s ability to carry out works contained on its rolling works programme.

It may be feasible to provide temporary measures to service initial stages of development in lieu of constructing major works up front. Such proposals will need to be assessed at the time of application and provision of such works will be the sole responsibility and cost of the particular applicant, except where they form part of the final work identified in this contribution plan (in which case that part will be treated as works in kind).

The cost of temporary works not recognised as works in kind cannot be offset against any other contributions required under this Plan.

PART B – ADMINISTRATION AND OPERATION OF THE PLAN

2.12 Exemptions

Council does not exempt development from payment of contributions under this Plan.

2.13 Review of contribution rates

To ensure that the value of contributions are not eroded over time by movements in the Consumer Price Index, land value increases, the capital costs of administration of the plan or through changes in the costs of studies used to support the Plan, Council will review the contribution rates.

The contribution rates will be reviewed by reference to the following specific indices:

- Roadworks and traffic management facilities, open space and recreational facilities, community facilities, studies and **section 7.11** administration by the Consumer Price Index, Australia for Sydney as published by the Australian Bureau of Statistics (Source: ABS 6401.0 Table 1).
- Specific valuations for particular parcels or areas of land that are identified in the **s7.11** plan as published by Council.

In accordance with Part 4 of the EP&A Regulation, the following sets out the means that Council will make changes to the rates set out in this plan.

For changes to the Consumer Price Index, the contribution rates within the plan will be reviewed on a quarterly basis in accordance with the following formula:

$$\$C_A + \frac{\$C_A \times ((\text{Current Index} - \text{Base Index}))}{[\text{Base Index}]}$$

Where:

$\$C_A$		is the contribution at the time of adoption of the plan expressed in dollars.
Current Consumer Price Index		is the Consumer Price Index, Australia for All Groups Sydney as published by the Australian Bureau of Statistics available at the time of review of the contribution rate.
Base Consumer Price Index		is the Consumer Price Index, Australia for All Groups Sydney as published by the Australian Bureau of Statistics at the date of adoption of this Plan, which is 108.7 (March 2016).

Note: In the event that the Current Consumer Price Index is less than the previous Consumer Price Index, the Current Consumer Price Index shall be taken as not less than the previous Consumer Price Index.

PART B – ADMINISTRATION AND OPERATION OF THE PLAN

For changes to land values, Council will publish at least on an annual basis, when relevant, the revised land index values that are to be used to change the base land values contained in the plan, which will be determined in accordance with the following formula. However, Council may decide that land valuations are to be indexed by the Consumer Price Index, and therefore the above formula shall be applied.

$$\frac{\$C_{LV} + \$C_{LV} \times ([\text{Current LV} - \text{Base LV Index}])}{[\text{Base Index}]}$$

Where:

$\$C_{LV}$	is the land values within the plan at the time of adoption of the plan expressed in dollars;
Current LV Index	is the land value index as published by the council available at the time of review of the contribution rate;
Base LV Index	is the land value index as published by the council at the date of adoption of this Plan, which is 100.

Note: This clause does not cover the adjustment of a contribution between the time of consent and the time payment is made. This is covered by clause 2.14.

2.14 How are contributions adjusted at the time of payment?

The contributions stated in a consent are calculated on the basis of the direct development contribution rates determined in accordance with this plan. If the contributions are not paid within the quarter in which consent is granted, the contributions payable will be adjusted and the amount payable will be calculated on the basis of the contribution rates that are applicable at the time of payment in the following manner:

$$\$C_P = \$C_{DC} + \frac{[\$C_{DC} \times (\$C_Q - \$C_C)]}{\$C_C}$$

Where:

- $\$C_P$ is the amount of the contribution calculated at the time of payment;
- $\$C_{DC}$ is the amount of the original contribution as set out in the development consent;
- $\$C_Q$ is the contribution rate applicable at the time of payment;
- $\$C_C$ is the contribution rate applicable at the time of the original consent.

The current contributions are published by Council and are available from Council offices and Council's web page.

2.15 Are there allowances for existing development?

Contributions will be levied according to the estimated increase in demand. An amount equivalent to the contribution attributable to any existing (or approved) development on the site of a proposed new development will be allowed for in the calculation of contributions. In assessing the contribution of existing development the occupancy rates and rates per type of development or lot determined in Section 3.0 and as outlined in Table 6 will be used. That is, if the development has one existing dwelling and lot, then one credit for a single allotment will be applied.

PART B – ADMINISTRATION AND OPERATION OF THE PLAN

Table 2.1 – Contribution Rates for Credits per Development Type and by Precinct

Contribution Rates		Precinct							
	1	2	3	4	5	6	7	8	9
Residential									
Detached Dwelling house / Single Allotment	19,295	20,000	20,000	20,000	18,723	18,726	18,723	17,734	17,734
Secondary Dwelling	12,372	13,945	15,871	13,359	12,103	12,105	12,103	11,638	11,638
Boarding House Development									
Single Occupancy	6,093	6,829	7,774	6,564	5,891	5,891	5,981	5,542	5,542
Double Occupancy	11,635	13,142	14,857	12,572	11,433	11,433	11,433	11,082	11,082
Flats / Units									
1 Bedroom or less	9,972	11,248	12,802	10,770	9,770	9,771	9,770	9,421	9,421
2 Bedrooms	14,406	16,299	18,549	15,576	14,204	14,205	14,204	13,855	13,855
3 Bedrooms	17,823	20,000	20,000	19,274	17,587	17,589	17,587	17,180	17,180
4 Bedrooms plus	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Townhouse/Villas									
1 Bedroom or less	6,830	7,632	8,688	7,351	6,561	6,563	6,561	6,096	6,096
2 Bedrooms	12,372	13,945	15,871	13,359	12,103	12,105	12,103	11,638	11,638
3 Bedrooms	17,544	19,800	20,000	18,951	17,208	17,210	17,208	16,626	16,626
4 Bedrooms Plus	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Employment Lands									
Industrial per m2	133	132	170	141	66	66	66	66	66
Retail per m2	135	157	585	493	135	135	135	135	135
Commercial per m2	248	289	495	411	248	248	248	248	248
Tourism per Room	1,413	1,644	1,905	1,553	1,413	1,413	1,413	1,413	1,413

Where a development does not fall within any of the items noted above, Council will determine the credit on the basis of the likely demand from the existing development.

2.16 Pooling of contributions

This plan expressly authorises monetary contributions paid for different purposes to be pooled and applied (progressively or otherwise) for those purposes. The priorities for the expenditure of the levies are shown in Part H Summary Schedule of Works.

2.17 Savings and transitional arrangements

A development application, which has been submitted prior to the adoption of this plan but not determined, shall be determined in accordance with the provisions of the plan, which applied at the date of determination of the application.

2.18 Timing of Works

Council is not able to finance works required as a consequence of development proposed under this Plan and will only be able to provide works and services when sufficient funds have been provided by way of contributions.

Priority spending of contributions may, however, be directed to particular items identified in this Plan and this has been considered in formulating works schedules. Actual timing of the works will be dependent on development patterns and funds available from the development contributions.

PART B – ADMINISTRATION AND OPERATION OF THE PLAN

2.19 Transfer of Land

Subject to prior agreement with Council, land may be transferred in lieu of making a contribution towards the acquisition of land and in some cases, Council may require transfer of particular land as a condition of consent. Where the value of land exceeds the contribution due for provision of this particular type of land, the excess value may (subject to Council's concurrence) form a credit to the developer, which will be repaid once all of the following criteria have been met:

- The credit will not be refunded until such time as all of the developer's land within the area serviced by the subject land has been developed and all relevant contributions have been offset against the credit value;
- The credit will not be refunded until such time as 75% of the areas benefiting from the credited land have contributed to the scheme; and
- The credit should not be refunded if insufficient funds exist in the fund meaning the refund will impact on Council's ability to carry out works contained on its rolling works programme.

The value of a particular parcel of land will be the value assigned to it under this Contribution Plan also taking into consideration the legal and valuation costs.

Council will only accept land transfer where that land is of a suitable nature for the purpose for which it is being transferred. All land to be transferred to Council is to be free of any improvements, structures or other impediments which would restrict or hinder its future use or development for the purposes for which it is being acquired, unless otherwise agreed by Council. The land is also to be transferred in an appropriate state, free of any refuse, contamination, or the like, unless otherwise agreed by Council.

A credit will not be applied for any land transfer unless formally agreed to by Council.

This transfer of land does not relate to where land has been transferred and the development has received another benefit such as an increased FSR that is subject to a separate Council policy.

2.20 Revision of Plan

This Plan may be revised if the extent or nature of the proposed development varies and these variations lead to a change in the demand for public services and amenities.

Costings of works identified in this Plan are based on preliminary designs and changes to cost estimates as a result of detailed design may also necessitate a revision to this Plan. The following table outlines the amendments to this Plan.

Table 2.2 – Plan Amendments

Date	Version	Nature of Revision
3 September 2010	1.0	Plan adopted by Council
20 September 2016	2.0	Population amendments and program changes due to adoption of the Strathfield Local Environmental Plan 2012 and subsequent amendments.
** March 2019	3.0	Provisions for Contributions for Boarding Houses (single and double rooms) and secondary dwellings clarified.

2.21 Voluntary Planning Agreements

A developer may make an offer to Council to enter into a voluntary planning agreement to make development contributions, works in kind, land dedication or material public benefits to the Council. Planning agreements entered into with the planning authority is to be for the provision of key community infrastructure or other public infrastructure that may be approved by the Minister in accordance with [Section 7.4](#) of the EP&A Act. Council does not have to accept the offer and development contributions in accordance with this plan will be applied.

PART C - EXPECTED DEVELOPMENT AND CHARACTERISTICS

3.0 URBAN CHARACTERISTICS AND POPULATION

3.1 Area

This Plan covers the whole Local Government Area of Strathfield (Figure 1). The LGA has been divided into nine (9) precincts to determine the capital projects to meet the demands of the future population within these areas. The precincts have been determined based on development potential, geographic location and accessibility. The precincts are mapped on Figure 2.

3.2 Existing context of the Strathfield Municipality

The Strathfield Municipality is an established Local Government Area located approximately 12 kilometres to the west of the Sydney CBD. The Municipality has a total land area of 14 square kilometres, with its main town centre located around Strathfield railway station.

A large part of the Municipality is zoned residential providing a range of low density to high density residential development. Medium and high density housing mainly exists predominantly along major access routes including the Strathfield railway station, Liverpool Road, Homebush West, Parramatta Road precinct and Underwood Road precinct. Strathfield also has employment zoned land including commercial areas located throughout the LGA with its main commercial hub being the Strathfield CBD. Large areas of industrial zoned land are located mostly to the southern and north western areas of the LGA.

The Strathfield Municipality is relatively well serviced by public transport. The northern part of the Municipality is serviced by rail with stations located at Strathfield, Homebush and Flemington. In addition, buses operate throughout the Municipality.

Strathfield Municipal Local Government Area also provides a large amount of open space areas with a range of local and major park facilities and community buildings. Refer Figure 3.

3.3 Existing Development

3.3.1 Residential Development

The estimated residential population of the Strathfield Local Government Area at 2014 is 39,481 persons (Table 3.1). Graph 1 shows that the residential population has steadily increased since 2003.

PART C - EXPECTED DEVELOPMENT AND CHARACTERISTICS

Table 3.1 – Estimated Resident Population

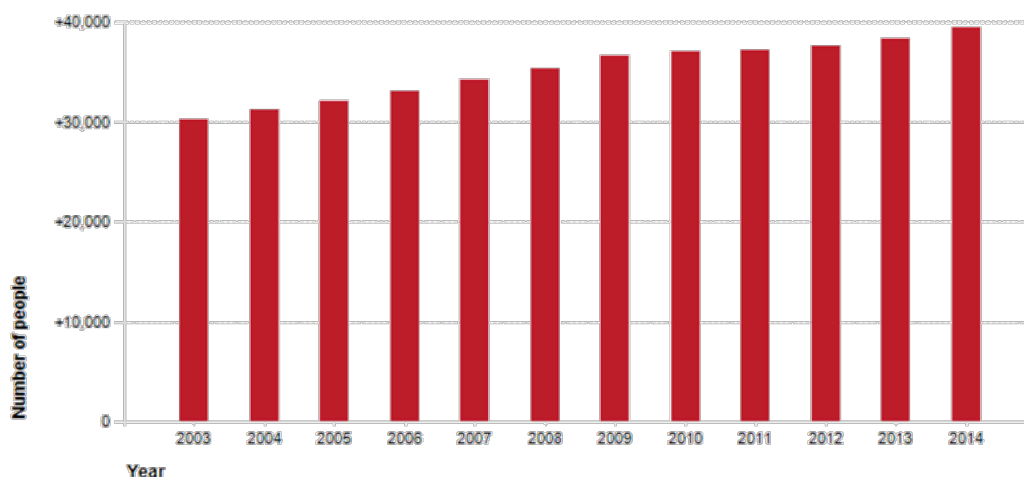
Strathfield Council area			
Year (ending June 30)	Number	Change in number	Change in percent
2003	30,256		
2004	31,242	+986	+3.26
2005	32,143	+901	+2.88
2006	33,030	+887	+2.76
2007	34,219	+1,189	+3.60
2008	35,343	+1,124	+3.28
2009	36,592	+1,249	+3.53
2010	37,002	+410	+1.12
2011	37,239	+237	+0.64
2012	37,664	+425	+1.14
2013	38,354	+690	+1.83
2014	39,481	+1,127	+2.94

Source: Strathfield Council Community Profile, ID 2015

Graph 1 – Estimated Resident Population

Estimated Resident Population (ERP)

Strathfield Council area



Source: Australian Bureau of Statistics, Regional Population Growth, Australia (3218.6). Compiled and presented by .id the population experts



Source: Strathfield Council Community Profile, ID 2015

In Strathfield Council area, 51.8% of the dwellings were medium or high density, compared to 40% in Greater Sydney. Dwelling Type is an important determinant of Strathfield Council area's residential role and function. A greater concentration of higher density dwellings is likely to attract more young adults and smaller households, often renting. Larger, detached or separate dwellings are more likely to attract families and prospective families. The residential built form often reflects market opportunities or planning policy, such as building denser forms of housing around public transport nodes or employment centres. High density development has increased from 27.9% in 2006 to 33.5% in 2011. Refer Table 3.2.

PART C - EXPECTED DEVELOPMENT AND CHARACTERISTICS

Table 3.2 – Dwelling Structure

Strathfield Council area	2011			2006			Change
Dwelling type	Number	%	Greater Sydney %	Number	%	Greater Sydney %	2006 to 2011
Separate house	6,085	47.8	58.9	6,042	50.5	60.9	+43
Medium density	2,330	18.3	19.7	2,537	21.2	19.1	-207
High density	4,262	33.5	20.7	3,339	27.9	19.3	+923
Caravans, cabin, houseboat	0	0.0	0.2	3	0.0	0.3	-3
Other	39	0.3	0.4	44	0.4	0.4	-5
Not stated	7	0.1	0.2	3	0.0	0.1	+4
Total Private Dwellings	12,723	100.0	100.0	11,968	100.0	100.0	+755

Source: Australian Bureau of Statistics, [Census of Population and Housing](#) (opens a new window) 2006 and 2011. Compiled and presented by [.id](#) (opens a new window), the population experts. (Enumerated data)

(a) 'Medium density' includes all semi-detached, row, terrace, townhouses and villa units, plus flat and apartments in blocks of 1 or 2 storeys, and flats attached to houses.

(b) 'High density' including flats and apartments in 3 storey and larger blocks.

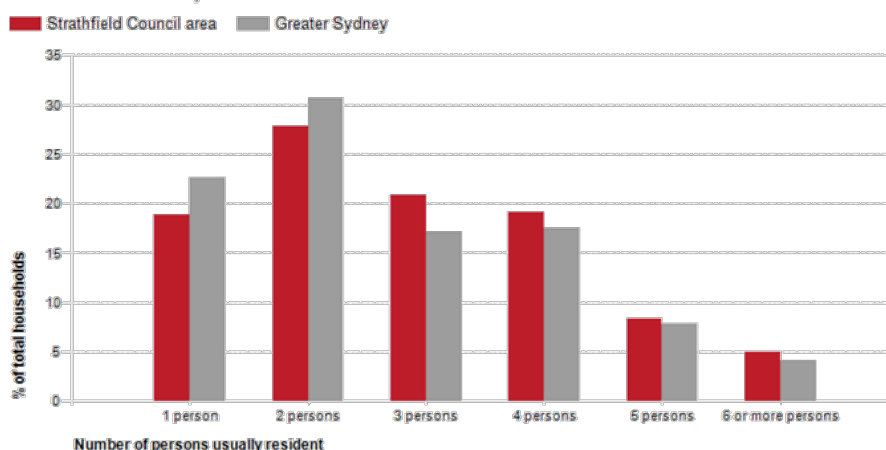
NOTE: Table totals may not equate with other similar tables due to randomisation of small numbers.

Source: Strathfield Council Community Profile, ID 2015

The 2011 Census data also shows that the Strathfield Local Government Area has a higher percentage of households that have a larger number of persons usually resident when compared to the Sydney Statistical Division. This includes households with 3, 4, 5 and 6 or more persons usually resident. Refer Graph 2.

Graph 2 – Household Size

Household size, 2011



Source: Australian Bureau of Statistics, [Census of Population and Housing, 2011](#) (Enumerated data). Compiled and presented in profile by [.id](#), the population experts.

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the population experts

Source: Strathfield Council Community Profile, ID 2015

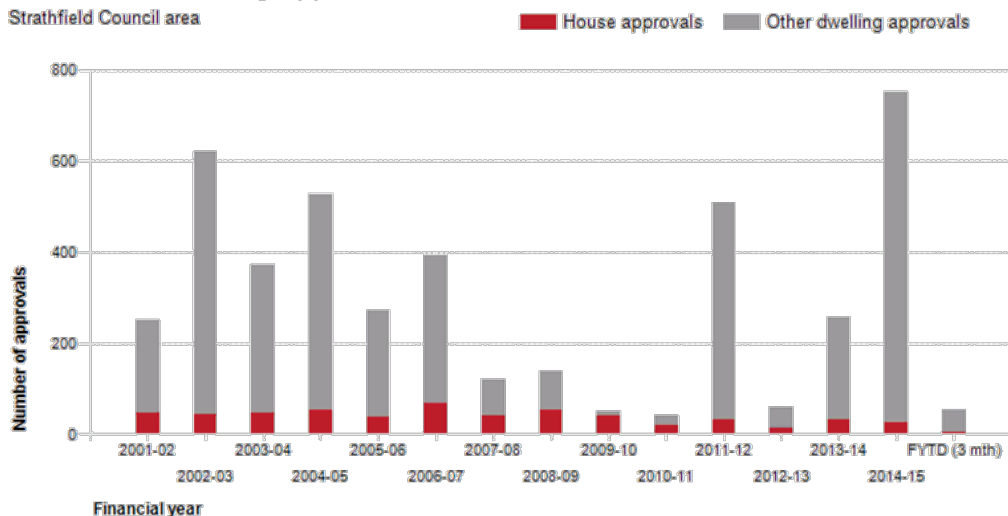
PART C - EXPECTED DEVELOPMENT AND CHARACTERISTICS

Strathfield Council area's building approvals are used as a leading indicator of the general level of residential development, economic activity, employment and investment. Residential building activity depends on many factors that vary with the state of the economy including interest rates, availability of mortgage funds, government spending, and business investment. Large financial changes or shocks, such as the Global Financial Crisis of 2008/09 can be observed in the data. However, the number of building approvals can fluctuate substantially from year to year simply as a result of the short-term nature of many construction projects, and the cyclical nature of the industry. Refer Graph 3 and Table 3.3.

Graph 3 – Residential Building Approvals

Residential building approvals

Strathfield Council area



Source: Australian Bureau of Statistics, Building Approvals, Australia (8731.0). Compiled and presented by .id, the population experts.



Source: Strathfield Council Community Profile, ID 2015

Table 3.3 – Building Approvals

Strathfield Council area	Number			Annual change		
	Houses	Other	Total	Houses	Other	Total
2014-15	27	724	751	-4	+500	+496
2013-14	31	224	255	+19	+177	+196
2012-13	12	47	59	-21	-430	-451
2011-12	33	477	510	+14	+455	+469
2010-11	19	22	41	-21	+12	-9
2009-10	40	10	50	-13	-76	-89
2008-09	53	86	139	+11	+8	+19
2007-08	42	78	120	-27	-246	-273
2006-07	69	324	393	+30	+92	+122
2005-06	39	232	271	-13	-243	-256
2004-05	52	475	527	+5	+151	+156
2003-04	47	324	371	+3	-252	-249
2002-03	44	576	620	-2	+372	+370
2001-02	46	204	250			

Source: Strathfield Council Community Profile, ID 2015

Direct Development Contributions Plan– Strathfield Local Government Area

Page 19

PART C - EXPECTED DEVELOPMENT AND CHARACTERISTICS

3.3.2 Employment Lands

Strathfield Local Government Area comprises a range of employment lands. There are four main centres including the Strathfield Town Centre, Homebush Village Shopping Centre, Homebush West Town Centre and the Strathfield South Shopping Centre. The Parramatta Road Corridor also provides a range of employment and residential land uses. There are also approximately 325 hectares of industrial zoned land located throughout the LGA.

The Strathfield Local Government Area has a high percentage (89.7%) of workers that live outside of the LGA whilst 10.3% live and work within the LGA (Refer Table 4).

Table 3.4 – Location of Workers

Strathfield Council area SLA	2011	
	Number	%
Live and work in the area	1,980	10.3
Work in the area, but live outside	17,263	89.7
Total workers in the area	19,243	100.0

Source: Strathfield Council Community Profile, ID 2015

3.4 Expected Development

This plan relates to demand for public facilities and services created by residential and employment lands within the Strathfield Local Government Area.

The Strathfield Housing Strategy prepared in 1997 and the supplementary Strathfield Housing Strategy (1998) were prepared to exempt Council from State Environmental Planning Policy (SEPP) 53 Metropolitan Residential Development and to inform Council's Local Environmental Plan. The supplementary report proposed approximately an additional 6,351 dwellings being a mix of townhouse and villa developments and multi storey residential flat buildings.

Strathfield Council then publicly exhibited and adopted Local Environmental Plan No 79 and the following Development Control Plans to assist in implementing the additional housing requirements identified in the Housing Strategy:

- Development Control Plan No. 3 – Guidelines for the Siting, Design and Erection of Multiple – Unit Housing Developments.
- Development Control Plan No. 8 – Guidelines for the Siting, Design and Erection of Dual Occupancy Developments.
- Development Control Plan No. 20 – Guidelines for the Siting, Design and Erection of Developments within the Parramatta Road Corridor.

A Section 94 Contributions Plan 2001 was then prepared and adopted in August 2001, which identified specific growth areas for residential development. Its anticipated residential development for the next 20 years was 6,200 additional dwellings.

A new Section 94 Contributions Plan was then prepared in 2010. This plan was prepared based on the Anticipated Population Projections report prepared in October 2009. The Strathfield 2010-2030 Direct Development Contributions Plan (version 1.0) was adopted by Council in September 2010. This development contributions plan was based on Strathfield's Planning Scheme Ordinance 1969.

PART C - EXPECTED DEVELOPMENT AND CHARACTERISTICS

The Residential Land Use Strategy was prepared in 2011 and the Strathfield LEP 2012 implemented some changes proposed in the Residential Land Use Strategy as well as other amendments, which impacted upon residential development predictions.

The Anticipated Population Projections report was updated in September 2015 to consider the population changes implemented by rezoning land within the Strathfield LEP.

Strathfield Municipal Council has now undertaken various investigations and studies in relation to residential and economic development and population growth for the preparation of its new comprehensive Local Environmental Plan 2012, which was gazetted in 2013. The supporting studies were prepared and adopted by Council after the adoption of the Strathfield Direct Development Contributions Plan 2010-2030 and include:

- Strathfield Residential Land Use Study – November 2011
- Strathfield Economic Land Use Study – June 2010
- Parramatta Road Corridor Urban Design Study – February 2011
- Parramatta Road Transport & Mobility Study – December 2014
- Parramatta Road DCP 20 Review

Based on the LEP and DCP requirements and associated assumptions, anticipated dwelling and population predictions have been determined for each of the Precincts. The following provides an overall summary and a detailed analysis for each of the Precincts outlined in Table 3.6.

Table 3.5 – Summary Table Anticipated Residential and Non-resident Worker Population

Precinct	Anticipated Dwellings	Anticipated Residential Population	Anticipated Non-resident Worker	Total Anticipated Population
1	325	587	89	676
2	999	1,889	62	1,951
3	2,953	6,325	1,228	7,553
4	1,511	3,885	185	4,070
5	Minimal	-	287	287
6	343	885	61	946
7	337	772	215	987
8	Minimal	-	1001	1,001
9	92	226	339	565
TOTAL	6,560	14,569	3,467	18,036

Table 3.6 – Anticipated Dwellings and Residential Population

Type	Anticipated Number
PRECINCT 1	
1 Br Townhouse/Villa	23 dwellings
2 Br Townhouse/Villa	336 dwellings
3 Br Townhouse/Villa	176 dwellings
4 Br Townhouse/Villa	0 dwellings
SubTotal	535 dwellings
Less existing dwellings	210 dwellings
Total Dwellings	325 dwellings
Anticipated Residential Population	587 persons
Anticipated Non-Resident Population Industrial	89 persons
Total Anticipated Population	676 persons
PRECINCT 2	
1 Br Townhouse/Villa	6 dwellings
2 Br Townhouse/Villa	104 dwellings
3 Br Townhouse/Villa	61 dwellings
4 Br Townhouse/Villa	4 dwellings
SubTotal	175 dwellings
Less existing dwellings	70 dwellings
Total	105 dwellings
1 Br Multi-Unit	660 dwellings
2 Br Multi-Unit	259 dwellings
3 Br Multi-Unit	0 dwellings

PART C - EXPECTED DEVELOPMENT AND CHARACTERISTICS

Type	Anticipated Number
Subtotal	919 dwellings
Less Existing dwellings	25 dwellings
Total	894 dwellings
Anticipated Residential Population	1,889 persons
Anticipated Non-Resident Population Industrial	62 persons
Total Anticipated Population	1,951 persons
PRECINCT 3	
1 Br Multi-Unit	1,241 dwellings
2 Br Multi-Unit	1,803 dwellings
3 Br Multi-Unit	20 dwellings
Subtotal	3,064 dwellings
Less Existing dwellings	111 dwellings
TOTAL	2,953 dwellings
Anticipated Residential Population	6,326 persons
Anticipated Non-Resident Population Industrial	474 persons
Anticipated Non-Resident Population Commercial	664 persons
Anticipated Non-Resident Population Retail	90 persons
Total Anticipated Population	7,553 persons
PRECINCT 4	
1 Br Townhouse/Villa	5 dwellings
2 Br Townhouse/Villa	61 dwellings
3 Br Townhouse/Villa	9 dwellings
SubTotal	75 dwellings
Less existing dwellings	9 dwellings
Total	66 dwellings
1 Br Multi-Unit	69 dwellings
2 Br Multi-Unit	1,027 dwellings
3 Br Multi-Unit	501 dwellings
Subtotal	1,597 dwellings
Less Existing dwellings	152 dwellings
TOTAL	1,445 dwellings
Anticipated Residential Population	3,885 persons
Anticipated Non-Resident Population Industrial	72 persons
Anticipated Non-Resident Population Commercial	113 persons
Total Anticipated Population	4,070 persons
PRECINCT 5	
Anticipated Non-Resident Population Industrial	287 persons
Total Anticipated Population	287 persons
PRECINCT 6	
1 Br Multi-Unit	24 dwellings
2 Br Multi-Unit	240 dwellings
3 Br Multi-Unit	95 dwellings
Subtotal	359 dwellings
Less Existing dwellings	16 dwellings
TOTAL	343 dwellings
Anticipated Residential Population	885 persons
Anticipated Non-Resident Population Commercial	54 persons
Anticipated Non-Resident Population Retail	7 persons
Total Anticipated Population	946 persons
PRECINCT 7	
1 Br Townhouse/Villa	2 dwellings
2 Br Townhouse/Villa	50 dwellings
3 Br Townhouse/Villa	30 dwellings
4 Br Townhouse/Villa	1 dwellings
SubTotal	83 dwellings
Less existing dwellings	47 dwellings
Total	36 dwellings
1 Br Multi-Unit	27 dwellings
2 Br Multi-Unit	275 dwellings
3 Br Multi-Unit	105 dwellings
Subtotal	407 dwellings
Less Existing dwellings	106 dwellings
Total	301 dwellings
Anticipated Residential Population	772 persons
Anticipated Non-Resident Population Industrial	12 persons
Anticipated Non-Resident Population Commercial	179 persons
Anticipated Non-Resident Population Retail	24 persons
Total Anticipated Population	987 persons
PRECINCT 8	
Anticipated Non-Resident Population Industrial	1,001 persons
Total Anticipated Population	1,001 persons
PRECINCT 9	

PART C - EXPECTED DEVELOPMENT AND CHARACTERISTICS

Type	Anticipated Number
1 Br Townhouse/Villa	3 dwellings
2 Br Townhouse/Villa	51 dwellings
3 Br Townhouse/Villa	35 dwellings
4 Br Townhouse/Villa	3 dwellings
SubTotal	92 dwellings
Less existing dwellings	0 dwellings
Total	92 dwellings
Anticipated Townhouse/Villa	226 persons
Anticipated Non-Resident Population Industrial	339 persons
Total Anticipated Population	565 persons

3.4.1 Residential Development

The Anticipated Population Projections report (2015) has determined the proposed additional residential development that could occur based on the Strathfield LEP 2013 and taking into consideration development that has occurred to date. The anticipated population projection for the Strathfield LGA is 14,569 persons. This is based on an additional 6,560 dwellings mainly comprising medium to high density dwellings.

The Anticipated Population report maps the areas that has development potential, applies the Council's development controls including number of storeys, unit size, deep soil landscaping, setbacks, carparking requirements, etc. and also applies reasonable assumptions where relevant to determine the anticipated dwelling yield. It then uses the following occupancy rates from the 2011 Census data to determine the anticipated population growth.

Table 3.7 – Occupancy Rates – Separate Houses (2011 Census Data)

Number of Dwellings	Number of Persons usually Resident	Occupancy Rate
5,608	18,066	3.2

Occupancy Rates for townhouse/villas have been determined for each bedroom type using the Semi-detached, row or terrace house, townhouse, etc from the 2011 Census data and are as follows:

Table 3.8 – Occupancy Rates – Townhouses/Villas

Number of Bedrooms	Total		Occupancy Rate
	Dwellings	Persons	
One or less	174	193	1.1
Two	263	564	2.1
Three	354	1,060	3.0
Four	107	396	3.7

Occupancy Rates for Multi-unit development have been determined for each bedroom type using the Flat, unit or apartments from the 2011 Census data and are as follows:

Table 3.9 – Occupancy Rates – Multi-unit Development

Number of Bedrooms	Total		Occupancy Rate
	Dwellings	Persons	
One or less	499	845	1.7
Two	3,506	8,775	2.5
Three	728	2,258	3.1
Four +	53	204	3.8

PART C - EXPECTED DEVELOPMENT AND CHARACTERISTICS

3.4.2 Employment Lands

Commercial and Retail Floor Space

Strathfield Municipal Council has advised that the major increase in commercial and retail floorspace will be in Precinct 3 due to the anticipated growth of commercial and retail activity within the Parramatta Road Corridor. A mixed use zone of approximately 70,269m² is provided in Precinct 3 where commercial and retail floorspace is permissible generally on the ground and first floors with residential apartments on the upper floors.

It is assumed that 25% of this floorspace, being 17,567m², will be additional floorspace and developed within the time period, as there are areas that do not currently have any retail/commercial floorspace and areas where an additional floor of commercial floorspace could be provided above the existing ground floor level and below the proposed residential levels. Other areas already comprise two levels of retail/commercial floorspace and whilst this may be redeveloped, it is unlikely that additional floorspace will be provided in this scenario.

It is anticipated that the additional floorspace will be attributable to 80% commercial and 20% retail. Therefore, the additional floorspace will comprise 14,054m² of commercial floorspace and 3,513m² of retail floorspace. It is assumed that additional retail floorspace will be lower as considerable retail floorspace is already available in the area. Also, retail floorspace is generally provided on the ground level of developments in a typical strip shop or town centre environment excluding retail floorspace within shopping centres. The area proposed for additional retail floorspace is in the Parramatta Road Corridor where the type of development predominantly incorporates a strip shop environment. Retail landuses already exist within a large part of this area on the ground level.

Strathfield Municipal Council has also advised that additional commercial floorspace may occur in Precinct 4, in particular the Strathfield Town Centre. Most of the Town Centre has been developed, however there is the potential for redevelopment. This could include additional commercial floorspace over existing retail floorspace. It is proposed that approximately 1,200m² of area could be developed. The FSR for the undeveloped town centre site is 3:1. This allows for a maximum floor space of 3,600m². The additional floor space would be 2,400m² taking into consideration the upper floors only as additional commercial area.

The Residential Land Use Strategy 2011 has also proposed additional retail / commercial floor space in precincts 6 and 7 on top of what was proposed outlined above. These changes were incorporated into the Strathfield LEP. This additional retail / commercial floor space has been incorporated into the population predictions.

The following table outlines the anticipated non-resident and resident workers for the proposed commercial and retail floorspace. The non-resident and resident worker population are determined from the .ID 2015 data and from the 2011 Census Journey to Work data being 10.3% are resident workers and 89.7% are non-resident workers.

- Commercial floorspace – 19m² per person;
- Retail floorspace -35m² per person.

Table 3.10 – Commercial/Retail Workers

Precinct	Proposed Commercial Floorspace	Proposed Retail Floorspace	Total Anticipated Population	Anticipated Non-resident Worker	Anticipated Resident Population
3	14,054m ²	3,513m ²	840	754	86
4	2,400m ²	-	126	113	13
6	1,145m ²	286m ²	68	61	7
7	3,776m ²	944m ²	226	203	23
TOTAL	21,375m²	4,743m²	1,260	1,131	129

PART C - EXPECTED DEVELOPMENT AND CHARACTERISTICS

Industrial Floor Space

An Industrial Land Audit was undertaken in 2007 (Planinc Pty Ltd, revised 2009) to determine the existing and potential future workers. This included identifying industrial lands that have been fully developed and lands that may have additional development potential.

Based on the figures outlined in the Industrial Land Audit, the following table identifies the maximum additional worker population from the industrial lands for each Precinct. The non-resident and resident worker population is determined from the .ID 2015 from the 2011 Census Journey to Work data being 10.3% are resident workers and 89.7% are non-resident workers.

Table 3.11 – Industrial Workers

Precinct	Possible Development Potential				Redevelopment Potential			
	Area (Ha)	Population @ 10 jobs/Ha	Non-Resident	Resident	Area (Ha)	Population @ 30 jobs / Ha	Non-Resident	Resident
1	-	-	-	-	3.3	99	89	10
2	-	-	-	-	2.3	69	62	7
3	42.7	427	383	44	3.4	102	91	11
4	6.2	62	56	6	0.6	18	16	2
5	28.6	286	257	29	1.1	33	30	3
6	-	-	-	-	-	-	-	-
7	1.3	13	12	1	-	-	-	-
8	66.9	669	600	69	14.9	447	401	46
9	5.3	53	48	5	10.8	324	291	33
Total		1,510	1,356	154		1,092	980	112

3.4.3 Other Development

Over time the Parramatta Road Corridor will provide an enhanced role, supplementing the function at Homebush Bay and Olympic Park. It is therefore considered that opportunities for some hotel development exist, particularly as the area begins to develop and take on its new role.

Some hotel accommodation is likely to be developed having regard to the proximity of the Parramatta Road Corridor to Homebush Bay and the M4 Motorway. It should be noted that guests of any hotel accommodation that occurs in the area are unlikely to place any significant demand on public facilities. Therefore, only demand generated by workers of hotels is considered in this Plan.

Serviced Apartments and the like will be levied in accordance with residential dwellings. Occupants generally stay longer and will place additional demands on services.

Strathfield Municipal Council will determine if section 94 Development Contributions are levied on any other uses not outlined in this plan where it can be demonstrated that the development will increase the population and place additional demands on facilities.

3.5 Key Community Infrastructure

There is an estimated population of 50,764 persons for the Strathfield Local Government area made up of residents (35,124) and non-resident workers (15,640) as at 2008. It is anticipated that the population in the Strathfield LGA will increase by 14,569 residents and 3,467 non-resident workers based on the current planning policies. It is estimated that this population growth will be realised by 2030. Strathfield Municipal Council will need to provide appropriate infrastructure to meet the existing and future resident population and non-resident worker population.

PART C - EXPECTED DEVELOPMENT AND CHARACTERISTICS

Strathfield Community Strategic Plan 2025 outlines Council's long term plan for the future of its Local Government Area. The key priorities for the future include:

1. CONNECTIVITY

- 1.1 Movement to and from Strathfield is easy and safe*
- 1.2 Infrastructure and development is integrated, planned and sustainable*
- 1.3 Information and digital technologies connect local to global*

2. COMMUNITY WELLBEING

- 2.1 Strathfield is a safe and healthy place*
- 2.2 Strathfield community is healthy, active and inclusive*
- 2.3 Strathfield is a harmonious community with a strong sense of community cohesion*

3. PROSPERITY AND OPPORTUNITIES

- 3.1 Strathfield supports innovative business development*
- 3.2 Development of industrial and commercial areas is sustainable and well planned*
- 3.3 Strathfield is a highly desirable place*

4. LIVEABLE NEIGHBOURHOODS

- 4.1 Strathfield has high quality sustainable urban design that mixes well designed and innovative development with existing local character*
- 4.2 Strathfield's neighbourhoods are clean, attractive and well maintained*
- 4.3 Strathfield's natural environment is protected and enhanced*

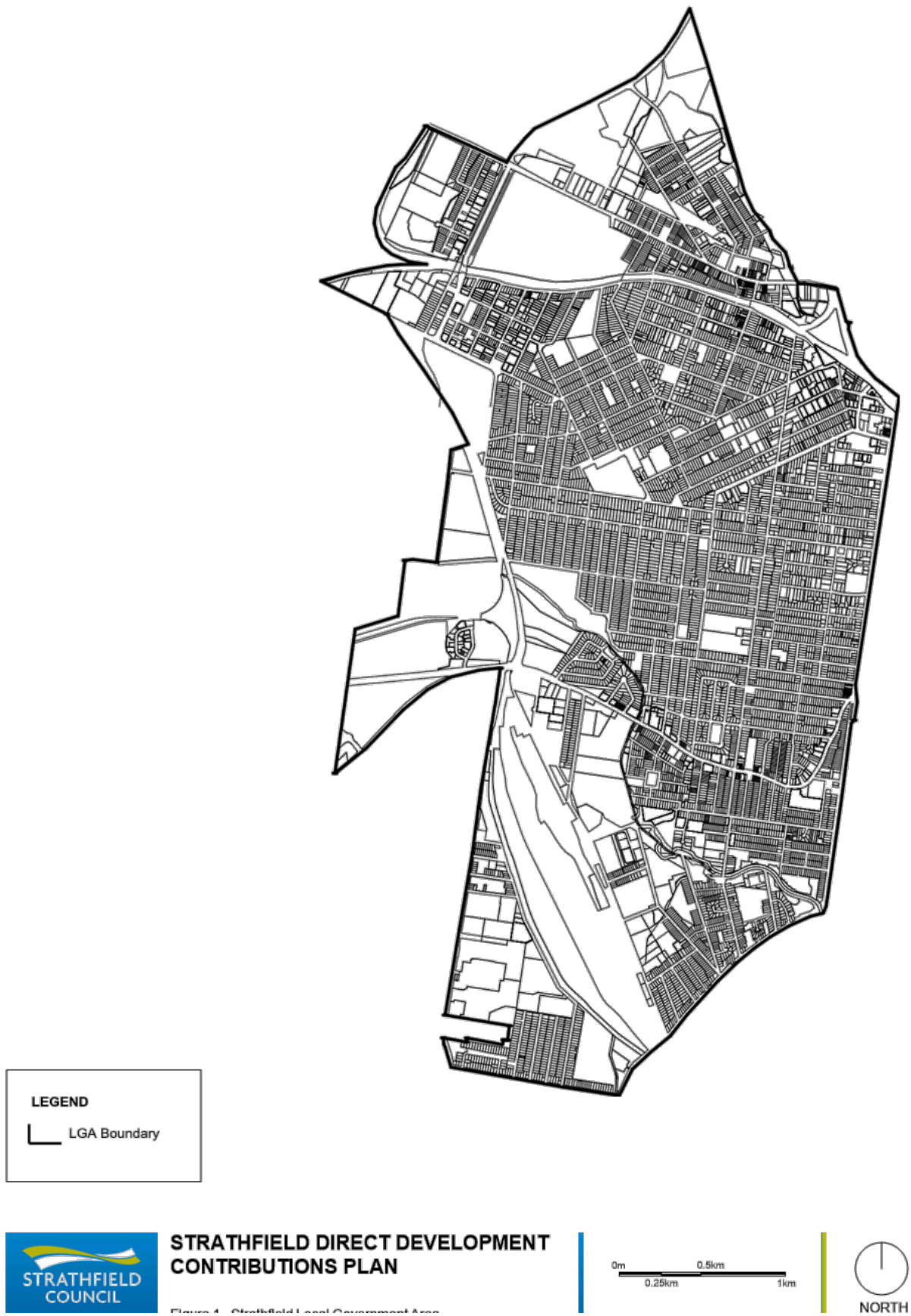
5. RESPONSIBLE LEADERSHIP

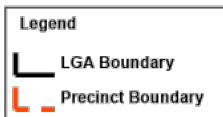
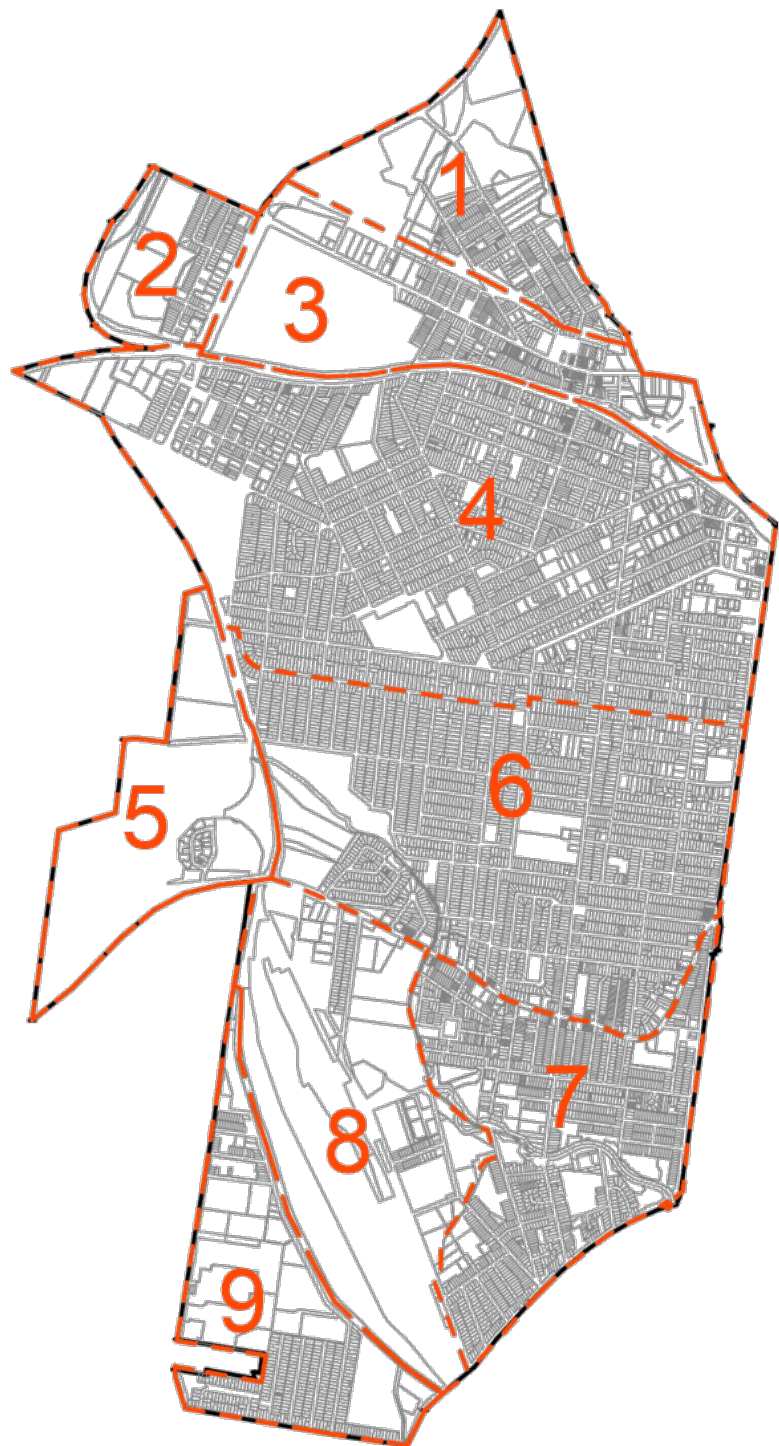
- 5.1 The Strathfield community trusts Council and is informed, valued and heard*
- 5.2 Council is ethically and responsibly managed*
- 5.3 Council is efficient, sustainable and delivers value for money services*

Further, the Strathfield Delivery Program 2014-2018 details the actions that will be taken to achieve the strategies outlined in Strathfield 2025, that were developed following extensive community engagement with the Strathfield community. The Delivery Program outlines what Council intends to achieve over the four years, in order to work towards realising the community's long term vision as set out in the Strathfield 2025 Community Strategic Plan. The annual Operational Plan details individual projects and services that Council will undertake and sets targets for the 12 month period in line with allocated resources.

Strathfield Municipal Council will need to deliver key community infrastructure to meet the demands of the additional population in its LGA as well as the demands of non-resident workers and to ensure that its key directions of its long term plans are retained and enhanced for the existing and future populations. Medium and higher density development is planned to meet the additional population growth.

Key community infrastructure required to meet the demand of the additional population includes roadworks and traffic management, open space facilities, community facilities and administration of the [section 7.11](#) Plan. Part D outlines the strategy plans for each of the key community facilities.





STRATHFIELD DIRECT DEVELOPMENT CONTRIBUTIONS PLAN

Figure 2: Precinct Map

0m 0.25km 0.5km 1km



Legend

① Community Facilities

- 1 Homebush Childrens Centre
- 2 Strathfield Central Library
- 3 Enfield Town Hall
- 4 Ismay Community Hall
- 5 Kurrallie Child Care
- 6 Strathfield Town Hall
- 7 Pomeroy St Community Facility
- 8 South Strathfield Bowling Club
- 9 Bates Street Community Centre
- 10 Melville Reserve Community Hall
- 11 High Street Community Library
- 12 Strathfield Sessional Pre-School
- 13 Strathfield Children Centre
- 14 Airey Park - Arthur Cave Pavilion
- 15 Hudson Park Oval Rugby Clubhouse
- 16 52 Redmyre Road - Community Hall

② Major Open Space

- 17 Airey Park
- 18 Bark Huts Reserve
- 19 Begnell Field
- 20 Bressington Park
- 21 Cooke Park
- 22 Cox's Creek
- 23 Dean Reserve
- 24 Freshwater Park Golf Course
- 25 Freshwater Park
- 26 Hudson Park Golf Course
- 27 Hudson Park Oval
- 28 Mason Park
- 30 Powells Creek Open Space
- 31 Southend Tennis Centre
- 32 Strathfield Park

③ Local Open Space

- 36 Austin Park
- 37 Bill Boyce Reserve
- 38 Boden Reserve
- 39 Centenary Playground
- 40 Chain of Ponds Reserve
- 41 Coronation Reserve
- 42 Cosgrove Reserve
- 43 Croquet Lawns
- 44 Davey Square & Memorial
- 45 Drew St Playground
- 46 Edwards Park
- 47 Elliot Reserve
- 48 Fitzgerald Park
- 49 Fitzgerald Reserve
- 50 Florence Reserve
- 51 Ford Park
- 52 Frank Zions Reserve
- 53 Henley Reserve
- 54 Humphries Reserve
- 55 Inveresk Reserve
- 56 Kessell Reserve
- 57 Laker Reserve
- 58 Lowe's Garden
- 59 Maria Reserve
- 60 Marlene Reserve
- 61 Melville Reserve
- 62 Mt Royal Reserve
- 63 Pemberton Reserve
- 64 Pilgrim Reserve
- 65 Prentice Reserve
- 66 Slater Reserve
- 67 South Cooks River
- 68 St Anne's Reserve 1
- 69 St Anne's Reserve 2
- 70 St Anne's Reserve 3
- 71 Strathfield Square
- 72 Threw Reserve
- 73 Todman Reserve
- 74 Wallis Reserve
- 75 Water Reserve
- 76 Wentworth Reserve
- 77 1 Loftus Crescent
- 78 29 & 30 Loftus Crescent

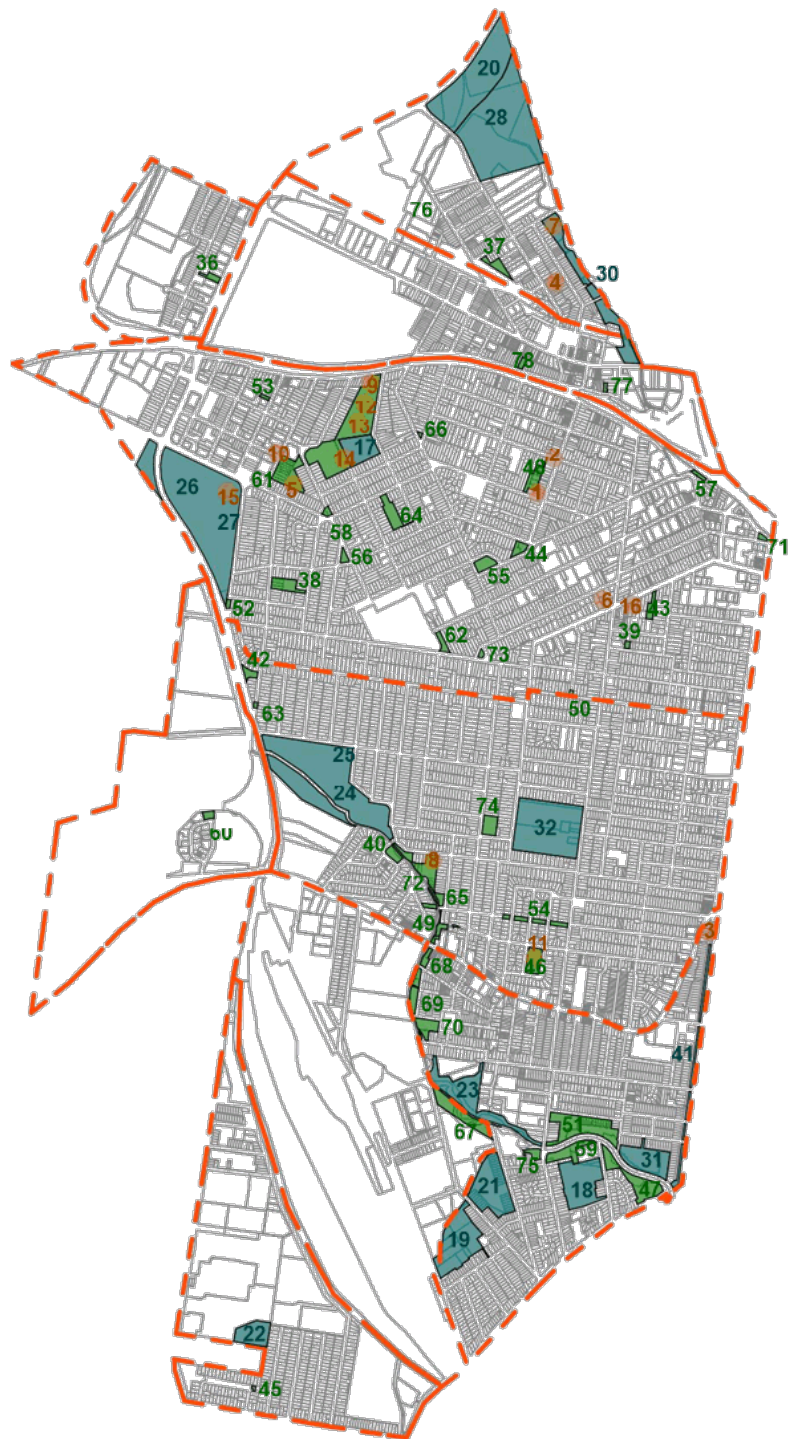
— Precinct Boundary

NOTE: The numbers for the facilities are located generally for information purposes only.



STRATHFIELD DIRECT DEVELOPMENT CONTRIBUTIONS PLAN

Figure 2: Existing Open Space and Community Facilities



0m 0.25km 0.5km 1km



NORTH

PART D – FACILITY PROGRAMS

ROADS AND TRAFFIC MANAGEMENT

4.0 ROADWORKS AND TRAFFIC MANAGEMENT

4.1 Strategic Framework

Roadworks and traffic management requirements for the new population are based on investigations undertaken in the Strathfield Local Government Area and include:

- *Traffic Facilities Study for Section 94 Contributions Plan* prepared by Christopher Hallam & Associates Pty Ltd dated 21 October 2009.
- *Strathfield LATM Studies – Groups A and B Areas* prepared by Geoplan & Cardno Eppell Olsen dated October 2008.
- *Strathfield Industrial Areas Traffic & Parking – The Intermodal Logistic Centre – Pavement Evaluation – Section 94 Projects* prepared by Transport Studies Pty Ltd.

The objectives of the strategy are to:

- Ensure adequate road facilities are provided without compromising the level of service enjoyed by existing residents;
- Direct and manage traffic in a manner appropriate to the character and capacity of the particular street;
- Provide a safe and pleasant amenity for all users of the Municipality;
- Determine the roads and traffic facilities required within the Municipality to meet the demands created by future development;
- Determine the funding apportionment of these works;
- Derive contribution rates for roads and traffic facilities based on these works, their estimated costs and their funding apportionment.

The Strathfield Municipality is relatively well serviced by public transport. The northern part of the Municipality is serviced by rail with stations located at Strathfield, Homebush and Flemington. In addition, buses operate throughout the Municipality.

Despite the public transport services that exist in the Municipality, there will remain a need to upgrade and extend the existing road system to cater for the demands of anticipated development. Existing traffic facilities are insufficient to cater for the anticipated demand of new development in the Municipality and the subsequent increase in workers and residents. It is the objective of this Strategy to ensure that adequate facilities are provided to accommodate additional demand and increased traffic without compromising the existing level of service.

The RTA's *Guide to Traffic Generating Developments* states that the level of contribution should be assessed on the basis of maintaining the existing level of service on the road network. In other words, a contribution rate should reflect the works required to at least maintain the existing level of service.

PART D – FACILITY PROGRAMS

ROADS AND TRAFFIC MANAGEMENT

4.2 Nexus between Development and Demand

4.2.1 Causal Nexus

The growth areas in and around the Parramatta Road Corridor will result in increased demand for new roads, traffic management facilities, and improvements to existing roads and associated infrastructure. In addition, the anticipated volume of traffic will place a greater demand on the existing road system, which will need to be augmented. The increased traffic will include vehicles of residents, workers, visitors, service vehicles, buses and taxis.

The analysis undertaken as part of the Parramatta Road Corridor Study (1999) concludes that for the area to prosper and the proposed residential densities to be achieved, deficiencies in the existing urban infrastructure and general amenity of the area must be addressed through a range of future public and private domain development improvement opportunities as follows (page 22):

- *'Increased provision of public and private open space;*
- *Better urban design of new developments;*
- *Better pedestrian and cycle links through the study area;*
- *Improved appearance of Parramatta Road;*
- *Improved links between the study area and Olympic Park; and*
- *Better local and regional traffic access.'*

Some of the objectives outlined in the study to meet the above are as follows:

- *'To improve linkages, both in terms of accessibility and urban form, between residential and other land uses;*
- *Provide a safe and accessible system of pedestrian and cycle links, and to desirable destinations outside the Study area;*
- *Reinforce the importance of public transport;*
- *Improve traffic and parking management;*
- *To improve pedestrian amenity throughout the study area;*
- *To reduce vehicular/pedestrian conflicts;*
- *To provide a stronger public domain focus to the study area and more open space;*
- *Create an accessible and safe public domain;*
- *Enhance the existing streets and lanes with tree planting to improve pedestrian amenity;*
- *To provide for an increased demand for open space caused by the anticipated increased residential population in the Study area;*

The Traffic Facilities Study has been based on an analysis of each precinct, with overlays of the cumulative impacts derived. Traffic generation rates used in this study are generally in accordance with the Roads & Traffic Authority's *Guide to Traffic Generating Developments*. The rates used are expressed as vehicles per hour per dwelling type or square metre for employment lands for the weekday commuter peak period and are as follows. Morning and afternoon rates are assumed to be the same, except where noted to the contrary.

PART D – FACILITY PROGRAMS

ROADS AND TRAFFIC MANAGEMENT

Table 4.1 –Traffic Generation Rates

Type of Development	Vehicles per hour	Dwelling Type or Square Metre Rate
Residential		
1-2 Bedroom Multi-unit	0.3	Dwelling
3 Bedroom Multi-unit	0.35	Dwelling
4 Bedroom Multi-unit	0.4	Dwelling
1-2 Bedroom Townhouse/Villa	0.4	Dwelling
3 Bedroom Townhouse/Villa	0.5	Dwelling
4 Bedroom Townhouse/Villa	0.6	Dwelling
Detached	0.85	Dwelling
Industrial	1.0	100m2 GFA
Commercial	2.0	100m2 GFA
Retail PM	5.0	100m2 GFA
Retail AM	1.25	100m2 GFA

The Traffic investigations then determined the trip distribution based on the 2006 Census data. This also assisted in the allocation of traffic to regional and subregional approach routes.

To accommodate the anticipated demand arising from additional dwellings, commercial development, retail development and industrial lands within the area, upgrading and traffic management works will need to be undertaken.

4.2.2 Spatial Nexus

To cater for traffic needs anticipated as a result of new development, the following works will be required to provide adequate facilities in anticipation of additional demand:

- Arthur Street/Henley Road Intersection Works

Signals have been installed at this intersection and allow easier and safer access to the residential area north of Arthur Street. The projected additional traffic along Arthur Street is approximately 210 vehicles/hour in each peak hour which is substantial. The signals provide additional capacity for existing and future development and therefore these works are to be apportioned between existing and new development in precincts 3, 4 and 6 with 12% of the costs being levied on new development.

- Pomeroy Street/Underwood Road Intersection Works

Intersection improvements works are necessary, as the additional development traffic will increase the degree of saturation to 0.90 to 0.98 in the peak periods. The proposed works will be apportioned between existing and new development in precincts 1 and 3 with 13% being levied on new development.

- Loftus Crescent/Bridge Road Intersection Works

Improvement works are necessary and will be levied 100% on new development in Precincts 3 and 4, as it will create a threshold change.

- Loftus Crescent/Bridge Road and The Crescent/Bridge Road

The provision of two small roundabouts is proposed to provide capacity for the additional traffic created by new development in Precincts 3 and 4. New development will be levied 100% for these facilities.

PART D – FACILITY PROGRAMS

ROADS AND TRAFFIC MANAGEMENT

- The Crescent/ Subway Lane

The proposed "The Crescent/Subway Lane" roundabout is designed to improve the expected increasing traffic flow to the critical Subway Lane local road link across the western rail lines. Improving this local traffic route will directly benefit both Precinct 3 to the northern side of the railway and Precinct 4 to the southern side of the railway. This precinct apportionment is also consistent with the recommendations from the traffic investigations for "The Crescent/Bridge Road roundabout" which attributes the contributions to both Precincts 3 and 4. As with "The Crescent/Subway Lane roundabout" this roundabout project (Bridge Road) is also located at a critical local road link across the western rail lines, so this project also will benefit both Precinct 3 and 4. The works will be levied 100% on new development in Precincts 3 and 4.

- Powell Street/Underwood Road

A roundabout is proposed at this intersection with 100% apportionment to new development in Precincts 1 and 3. This intersection is currently operating at an acceptable level of service, however new development traffic will result in an unacceptable level of service.

- Parramatta Road Streetscape Works

As stated above, the Parramatta Road Corridor Masterplan concluded that for the area to prosper and the proposed residential densities to be achieved, deficiencies in the existing urban infrastructure and general amenity of the area must be addressed through a range of future public and private domain development improvement opportunities including streetscape works.

The traffic investigations also propose that additional traffic along Parramatta Road will be substantial from new development and therefore 100% of the proposed works are to be levied on Precincts 1, 2, 3 and 4.

- Widening and Extension of Loftus Lane

The widening and extension of Loftus Lane is to assist in providing better opportunities in increasing density and achieving better urban design for retail, commercial and residential development along the Parramatta Road corridor. The laneways will also minimise traffic and pedestrian congestion along Parramatta Road, as access to development will be via the new laneways. The works were levied 100% on the previous Subarea B in Precinct 3. However, part of the works are to be funded directly by development and therefore no further levies are to be applied.

- Realignment of Columbia Lane and Associated Roadworks

The Columbia Lane/Parramatta Road junction is very close to the Parramatta Road/George Street junction, which is signal controlled. For the right turn into Columbia Lane, the storage for the right turn movement is very short. A new road link is proposed to connect Columbia Lane with the southern side of Parramatta Road at its junction with George Street to provide a fourth approach to this intersection for the new development. The construction works were levied 100% on the previous Subarea C in Precinct 3. The proposal is also to be partly funded by development and therefore no more levies will be applied for these works.

PART D – FACILITY PROGRAMS

ROADS AND TRAFFIC MANAGEMENT

- LATM Works

The Strathfield LATM Studies identified a series of treatments to cater for additional local traffic circulation for residents travelling to local destinations such as parks, libraries, social service facilities, shops, businesses and other general travel. Non-residential traffic would not have the same intrusion into the minor road network and therefore the proposed works will only levied on the residential traffic. The works will also be apportioned between the existing and new development. Some works have been undertaken or form part of other works and therefore have not been included in the program of works. The LATM works have also been updated to reflect current industry practice.

- Cosgrove Road/Cleveland Street, Cosgrove Road/Pilcher Street, Cosgrove Road/Hope Road

These works were initially included in the S94 Plan. These works have been completed using alternative funds. A small amount of contributions have been received and will be used for pedestrian access along Cosgrove Road. No further levies will be applied.

4.2.3 Temporal Nexus

Strathfield Municipal Council will undertake the works in accordance with priorities as outlined in the schedule of works or as works in kind.

PART D – FACILITY PROGRAMS

ROADS AND TRAFFIC MANAGEMENT

4.3 Calculation of Contribution Rates

The contribution rates for all works have been based on peak hour traffic generation, except for the Local Area Traffic Management works. For each item, the costs were determined as follows:

Total Cost = [(Capital Cost + Land Acquisition Cost) – Income from the 2001 Plan] x apportionment

Table 4.2 below outlines the roads and traffic management works, the cost estimates and the amount to be levied based on the calculation above.

Table 4.2 – Proposed Roadworks And Traffic Management

Item	Levied Precinct	Proposed Project	Total Cost	S7.11 Income	S7.11 Apportionment	S7.11 Costs ¹	Council Costs
1	3, 4, 6	Arthur Street/Henley Road	\$95,520.00	N/A	12.0%	\$11,462.40	\$84,057.60
2	1, 3	Pomeroy St / Underwood Rd	\$33,600.00	N/A	13.0%	\$4,368.00	\$29,232.00
3	3, 4	Loffus Crescent / Bridge Road	\$240,000.00	\$3,400.00	100.0%	\$236,600.00	\$0.00
4	3, 4	The Crescent / Bridge Road	\$84,000.00	\$43,538.35	100.0%	\$40,461.65	\$0.00
5	3, 4	The Crescent / Subway Lane	\$133,200.00	\$43,538.35	100.0%	\$89,661.65	\$0.00
6	1, 3	Powell Street / Underwood Road	\$240,000.00	N/A	100.0%	\$240,000.00	\$0.00
7	1, 2, 3, 4	Parramatta Road	\$2,263,356.00	\$181,409.80	100.0%	\$2,081,946.20	\$0.00
8	3	Loffus Lane, Bridge to Station Street	\$8,071,798.15	\$8,071,798.15	100.0%	\$0.00	\$0.00
9	3	Columbia Lane	\$387,602.10	\$387,602.10	100.0%	\$0.00	\$0.00
10	1-7	LATM Works	\$6,107,394.94	N/A	31.6%	\$1,929,936.80	\$4,177,458.14
11	8	Cosgrove Road / Cleveland Street	\$14,904.49	\$14,904.49	100.00%	\$0.00	\$0.00
		TOTAL	\$17,671,375.68	\$8,746,191.24		\$4,634,436.70	\$4,290,747.74

Note: 1 Amount excludes any monies received from previous section 94 income to be carried forward for the project.

2. N/A – the income received is nil as the project is a new project or it is not applicable as the works are being apportioned to the new population and the previous income will be used to meet the previous population increase.

The traffic investigations identified the additional residential, industrial and commercial traffic per hour for each of the precincts to determine the rate per dwelling for the works as outlined in Table 4.3.

Table 4.3 – Additional Vehicles Per Hour

Precinct	Residential	Industrial	Commercial	Retail	Total
1	53	330	0	0	383
2	272	230	0	0	502
3	826	461 ¹	281	176	1744
4	375	680	48	0	1103
5	0	297	0	0	297
6	99	0	23	14	136
7	34	130	76	47	287

Note: 1 Excludes potential traffic from the full development of Flemington Markets. It has been assumed that this development will not occur during this plan and specific works will be required for this site if it is further developed.

All rates are determined to the nearest dollar.

PART D – FACILITY PROGRAMS

ROADS AND TRAFFIC MANAGEMENT

The following calculation is used to determine the cost per 100 vehicles/hour in the weekday peak hour. The formula for each works item is as follows and the calculations are set out in Table 4.4.

$$C = TC / NT$$

Where:

- C = the Section 94 levy expressed as a per trip (vehicle per hour) contribution;
 TC = the total cost of the proposed works (apportioned and including income); and
 NT = is the total number of new trips projected to use the road or intersection.

Table 4.4 – Contribution Rates Per Work Item

Item	\$7.11 Cost	Additional Vehicles/hour	Cost per 100 vehicles/hour	Contributing Precincts
1	\$11,462.40	2983	\$384.26	3,4,6
2	\$4,368.00	2127	\$205.36	1,3
3	\$236,600.00	2847	\$8,310.50	3,4
4	\$40,461.65	2847	\$1,421.20	3,4
5	\$89,661.65	2847	\$3,149.34	3,4
6	\$240,000.00	2127	\$11,283.50	1, 3
7	\$2,081,946.28	3732	\$55,786.34	1,2,3,4
8	\$0.00	0	\$0.00	NIL
9	\$0.00	0	\$0.00	NIL
10	\$1,929,936.80	1659	\$116,331.33	1 – 7
11	\$0.00	0	\$0.00	NIL

The following outlines the proposed works and calculations for each of the precincts to determine the levies for the different types of development in each precinct.

Table 4.5 – Precinct 1 Contribution Rates Per Work Item

Projects Item	Residential Rate per 100 vehicles/hour per project	Industrial Rate per 100 vehicles/hour per project
2	\$205.36	\$205.36
6	\$11,283.50	\$11,283.50
7	\$55,786.34	\$55,786.34
10	\$116,331.33	N/A
Rate per 100 vehicles per hour	\$183,606.53	\$67,275.20
Rate per vehicle per hour	\$1,836.07	\$672.75

Table 4.6 – Precinct 1 Contribution Rates

Type of Development	Vehicles per hour	Rate	Per Dwelling Type or 100m2 Rate
Residential			
1-2 Bedroom Multi-unit	0.3	\$1,836.07	\$551.00
3 Bedroom Multi-unit	0.35	\$1,836.07	\$643.00
4 Bedroom Multi-unit	0.4	\$1,836.07	\$734.00
1-2 Bedroom Townhouse/Villa	0.4	\$1,836.07	\$734.00
3 Bedroom Townhouse/Villa	0.5	\$1,836.07	\$918.00
4 Bedroom Townhouse/Villa	0.6	\$1,836.07	\$1,102.00
Detached Dwelling	0.85	\$1,836.07	\$1,561.00
Industrial	1.0	\$672.75	\$673.00

PART D – FACILITY PROGRAMS

ROADS AND TRAFFIC MANAGEMENT

Table 4.7 – Precinct 2 Contribution Rates Per Work Item

Projects	Residential	Industrial
Item	Rate per 100 vehicles/hour per project	Rate per 100 vehicles/hour per item
7	\$55,786.34	\$55,786.34
10	\$116,331.33	N/A
Rate per 100 vehicles per hour	\$172,117.67	\$55,786.34
Rate per vehicle per hour	\$1,721.18	\$557.86

Table 4.8 – Precinct 2 Contribution Rates

Type of Development	Vehicles per hour	Rate	Per Dwelling Type
Residential			
1-2 Bedroom Multi-unit	0.3	\$1,721.18	\$516.00
3 Bedroom Multi-unit	0.35	\$1,721.18	\$602.00
4 Bedroom Multi-unit	0.4	\$1,721.18	\$688.00
1-2 Bedroom Townhouse/Villa	0.4	\$1,721.18	\$688.00
3 Bedroom Townhouse/Villa	0.5	\$1,721.18	\$861.00
4 Bedroom Townhouse/Villa	0.6	\$1,721.18	\$1,033.00
Detached Dwelling	0.85	\$1,721.18	\$1,463.00
Industrial	1.0	\$557.86	\$558.00

Table 4.9 – Precinct 3 Contribution Rates Per Work Item

Projects	Residential	Industrial	Commercial	Retail
Item	Rate per 100 vehicles/hour per item	Rate per 100 vehicles/hour per item	Rate per 100 vehicles/hour per item	Rate per 100 vehicles/hour per item
1	\$384.26	\$384.26	\$384.26	\$384.26
2	\$205.36	\$205.36	\$205.36	\$205.36
3	\$8,310.50	\$8,310.50	\$8,310.50	\$8,310.50
4	\$1,421.20	\$1,421.20	\$1,421.20	\$1,421.20
5	\$3,149.34	\$3,149.34	\$3,149.34	\$3,149.34
6	\$11,283.50	\$11,283.50	\$11,283.50	\$11,283.50
7	\$55,786.34	\$55,786.34	\$55,786.34	\$55,786.34
10	\$116,331.33		N/A	N/A
Rate per 100 vehicles per hour	\$196,871.83	\$80,540.50	\$80,540.50	\$80,540.50
Rate per vehicle per hour	\$1,968.72	\$805.41	\$805.41	\$805.41

Table 4.10 – Precinct 3 Contribution Rates

Type of Development	Vehicles per hour	Rate	Per Dwelling Type or 100m2 Rate
Residential			
1-2 Bedroom Multi-unit	0.3	\$1,968.72	\$591.00
3 Bedroom Multi-unit	0.35	\$1,968.72	\$689.00
4 Bedroom Multi-unit	0.4	\$1,968.72	\$787.00
1-2 Bedroom Townhouse/Villa	0.4	\$1,968.72	\$787.00
3 Bedroom Townhouse/Villa	0.5	\$1,968.72	\$984.00
4 Bedroom Townhouse/Villa	0.6	\$1,968.72	\$1,181.00
Detached Dwelling	0.85	\$1,968.72	\$1,673.00
Industrial	1.0	\$805.41	\$805.00
Commercial	2.0	\$805.41	\$1,611.00
Retail PM	5.0	\$805.41	\$4,027.00

Table 4.11 – Precinct 4 Contribution Rates Per Work Item

Projects	Residential	Industrial	Commercial	Retail
Item	Rate per 100 vehicles/hour per item	Rate per 100 vehicles/hour per item	Rate per 100 vehicles/hour per item	Rate per 100 vehicles/hour per item
1	\$384.26	\$384.26	\$384.26	\$384.26
3	\$8,310.50	\$8,310.50	\$8,310.50	\$8,310.50
4	\$1,421.20	\$1,421.20	\$1,421.20	\$1,421.20
5	\$3,149.34	\$3,149.34	\$3,149.34	\$3,149.34
7	\$55,786.34	\$55,786.34	\$55,786.34	\$55,786.34
10	\$116,331.33	N/A	N/A	N/A
Rate per 100 vehicles per hour	\$185,382.97	\$69,501.64	\$69,501.64	\$69,501.64
Rate per vehicle per hour	\$1,853.83	\$690.52	\$690.52	\$690.52

PART D – FACILITY PROGRAMS

ROADS AND TRAFFIC MANAGEMENT

Table 4.12 – Precinct 4 Contribution Rates

Type of Development	Vehicles per hour	Rate	Per Dwelling Type or 100m2 Rate
Residential			
1-2 Bedroom Multi-unit	0.3	\$1,853.83	\$556.00
3 Bedroom Multi-unit	0.35	\$1,853.83	\$649.00
4 Bedroom Multi-unit	0.4	\$1,853.83	\$742.00
1-2 Bedroom Townhouse/Villa	0.4	\$1,853.83	\$742.00
3 Bedroom Townhouse/Villa	0.5	\$1,853.83	\$927.00
4 Bedroom Townhouse/Villa	0.6	\$1,853.83	\$1,112.00
Detached Dwelling	0.85	\$1,853.83	\$1,576.00
Industrial	1.0	\$690.52	\$691.00
Commercial	2.0	\$690.52	\$1,381.00
Retail	5.0	\$690.52	\$3,453.00

Table 4.13 – Precinct 5 Contribution Rates Per Work Item

Projects	Residential
Item	Rate per 100 vehicles/hour per item
10	\$116,331.33
Rate per 100 vehicles per hour	\$116,331.33
Rate per vehicle per hour	\$1,163.31

Table 4.14 – Precinct 5 Contribution Rates

Type of Development	Vehicles per hour	Rate	Per Dwelling Type
Residential			
1-2 Bedroom Multi-unit	0.3	\$1,163.31	\$349.00
3 Bedroom Multi-unit	0.35	\$1,163.31	\$407.00
4 Bedroom Multi-unit	0.4	\$1,163.31	\$465.00
1-2 Bedroom Townhouse/Villa	0.4	\$1,163.31	\$465.00
3 Bedroom Townhouse/Villa	0.5	\$1,163.31	\$582.00
4 Bedroom Townhouse/Villa	0.6	\$1,163.31	\$698.00
Detached Dwelling	0.85	\$1,163.31	\$989.00

Table 4.15 – Precinct 6 Contribution Rates Per Work Item

Projects	Residential
Item	Rate per 100 vehicles/hour per item
1	\$384.26
10	\$116,331.33
Rate per 100 vehicles per hour	\$116,715.59
Rate per vehicle per hour	\$1,167.16

Table 4.16 – Precinct 6 Contribution Rates

Type of Development	Vehicles per hour	Rate	Per Dwelling Type
Residential			
1-2 Bedroom Multi-unit	0.3	\$1,167.16	\$350.00
3 Bedroom Multi-unit	0.35	\$1,167.16	\$409.00
4 Bedroom Multi-unit	0.4	\$1,167.16	\$467.00
1-2 Bedroom Townhouse/Villa	0.4	\$1,167.16	\$467.00
3 Bedroom Townhouse/Villa	0.5	\$1,167.16	\$584.00
4 Bedroom Townhouse/Villa	0.6	\$1,167.16	\$700.00
Detached Dwelling	0.85	\$1,167.16	\$992.00

Table 4.17 – Precinct 7 Contribution Rates Per Work Item

Projects	Residential
Item	Rate per 100 vehicles/hour per item
10	\$116,331.33
Rate per 100 vehicles per hour	\$116,331.33
Rate per vehicle per hour	\$1,163.31

PART D – FACILITY PROGRAMS

ROADS AND TRAFFIC MANAGEMENT

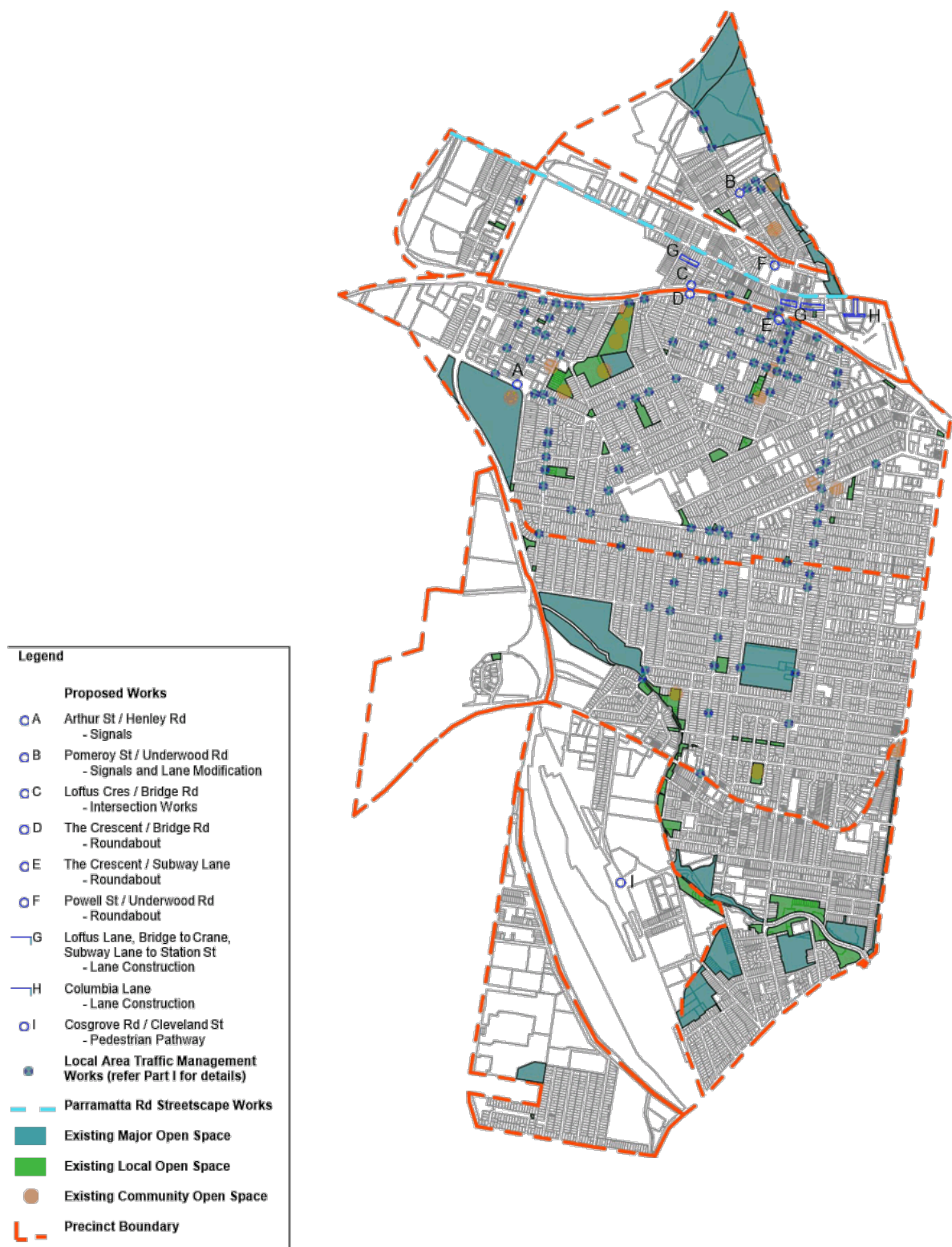
Table 4.18 – Precinct 7 Contribution Rates

Type of Development	Vehicles per hour	Rate	Per Dwelling Type
Residential			
1-2 Bedroom Multi-unit	0.3	\$1,163.31	\$349.00
3 Bedroom Multi-unit	0.35	\$1,163.31	\$407.00
4 Bedroom Multi-unit	0.4	\$1,163.31	\$465.00
1-2 Bedroom Townhouse/Villa	0.4	\$1,163.31	\$465.00
3 Bedroom Townhouse/Villa	0.5	\$1,163.31	\$582.00
4 Bedroom Townhouse/Villa	0.6	\$1,163.31	\$698.00
Detached Dwelling	0.85	\$1,163.31	\$989.00

The following table provides a summary of the contributions to be levied on each precinct for the Roads and Traffic Management works.

Table 4.19 - Summary Table Roads and Traffic Management Contributions Rates

Contribution Rates	Precinct						
	1	2	3	4	5	6	7
Residential							
Detached Dwelling house/ Single Vacant Allotment	1,561	1,463	1,673	1,576	989	992	989
Multi-unit							
1 Bedroom or less	551	516	591	556	349	350	349
2 Bedrooms	551	516	591	556	349	350	349
3 Bedrooms	643	602	689	649	407	409	407
4 Bedrooms plus	734	688	787	742	465	467	465
Townhouse/Villas							
1 Bedroom or less	734	688	787	742	465	467	465
2 Bedrooms	734	688	787	742	465	467	465
3 Bedrooms	918	861	984	927	582	584	582
4 Bedrooms Plus	1,102	1,033	1,181	1,112	698	700	698
Employment Lands							
Industrial per 100m2	673	558	805	691	-	-	-
Retail per 100m2	-	-	4,027	3,453	-	-	-
Commercial per 100m2	-	-	1,611	1,381	-	-	-



NOTE: Works are shown in approximate locations only.



STRATHFIELD DIRECT DEVELOPMENT CONTRIBUTIONS PLAN

Figure 4 - Proposed Works:
Roadworks and Traffic Management

0m 0.25km 0.5 km 1km



PART E – FACILITY PROGRAMS

OPEN SPACE AND RECREATIONAL FACILITIES

5.0 OPEN SPACE AND RECREATIONAL FACILITIES

5.1 Strategic Framework

Strathfield City Council's goal for open space is to implement an open space system, which conserves a sustainable natural character for the area and provides a variety of settings for recreation to meet identified community needs. The strategic objectives for open space and recreational facilities are:

- *to provide open space and recreation facilities to meet the demands created by residents and non-residents of future development;*
- *to implement community open space requirements in accordance with Council's Open Space and Community Facilities Plan (April 2010) and projected demand;*
- *to acquire additional land in growth areas as well as embellish existing areas of open space; and*
- *to recognise the benefits to both new and existing open space users.*

Residents of Strathfield consider the high rate of open space provision to be an important reason for living in the area. There is a community expectation that open space resources should be maintained to meet the needs of the future population, without compromising the existing population.

As the new development within Strathfield will be mainly medium to high density development, the Social Plan (November 2009) has identified the likely impacts of the increasing population and housing density as follows:

- *overall increased use and demand for public facilities and open space;*
- *reduced access to private open space by people living in home units creating increased reliance on public open spaces for recreation, community and social activities;*
- *smaller living areas in home units and townhouse creates demand for community and recreation facilities to engage in sport, recreation, community, cultural and social activities;*
- *increased opportunities for informal and unorganised activities such as walking, cycling, and playing will be required by all age groups; and*
- *community facilities to foster and support social interaction and community activity for higher numbers of young families, lone households and transient populations.*

Open space in the Strathfield LGA has been identified as Major Parks and Local Parks in this Development Contributions Plan. Major Parks comprise generally larger open space areas providing a range of recreational uses where users will normally not drive more than 15-30 minutes. Local Parks cater generally to a local area where users predominantly walk or cycle to use the facility. Figure 3 illustrates the location of existing open space areas in the Strathfield Municipality.

Open space facilities will be levied on residents and non-resident workers. Many workers are now exercising before work, during lunch breaks and after work. Often this occurs close to the work place given travelling times and the formation of work exercise teams.

PART E – FACILITY PROGRAMS

OPEN SPACE AND RECREATIONAL FACILITIES

Major Parks

The Major Parks are defined generally by the size of the park, the level of facilities provided and the amenity created by these parks. The increase in usability and recreational amenity of the Parks therefore generate a larger population catchment, often extending beyond the precinct.

The Strathfield Municipality has a number of Major Parks as identified in Figure 3 and the Inventory in Part J. These facilities incorporate a range of recreational settings such as sporting fields, amenities, grand stands, playgrounds, a croquet lawn, cycle and pathways, a golf course and passive recreational facilities. The size of these areas of open space is generally larger than local parks as they often provide a combination of some of the above facilities.

Local Parks

The Strathfield Municipality has numerous Local facilities and are identified on Figure 3 and the Inventory in Part J. These areas of open space generally provide a smaller range of recreational opportunities. Local parks generally provide facilities such as gardens, dog parks and playgrounds.

The Recreation Plan states the following as amongst Council's recreation policies:

- *provide quality structured and unstructured recreation opportunities on community land;*
- *understand recreational demand by continuing to consult with the community on its recreation needs, and as a result plan to provide for those needs; and*
- *ensure recreational opportunities are diverse and cater for all groups at all levels.*

The recreational strategy is to embellish existing parks where possible to increase the capacity of the local facility to meet the new demand. Where possible, Council proposes to acquire and embellish land to provide additional local parks for the new demand. This is not always possible in all areas and therefore the acquisition of land will take place in the precincts with the highest population increase.

The increase in population in the Strathfield Municipality will place greater demands on existing open space facilities. It is a purpose of this strategy to provide a sustainable and equitable basis for drawing together the findings of the Open Space and Recreation Study and the Recreation Plan with the expected levels of population increase and their anticipated needs for open space and recreation.

PART E – FACILITY PROGRAMS

OPEN SPACE AND RECREATIONAL FACILITIES

5.2 Nexus between Development and Demand

5.2.1 Causal Nexus

As stated above, the majority of the new residential development will be in the form of high density development and medium density development to a lesser extent in the Strathfield LGA. This trend is also occurring in the inner suburbs of Sydney and areas surrounding the Strathfield LGA. Changing demographic profiles and the way we live require adequate and accessible open space for use by residents and workers.

- Population growth will also increase demand for open space, community and recreation facilities.
- Most new development of the future will be home units, and to lesser extent townhouses, with restricted or no private open space. This will increase reliance on public spaces for recreation, community and social activities eg children's parties, social gatherings, group study spaces for students etc.
- The population of the future will require facilities and programs that promote community building, social interaction and community activities as the population will be more transient and socially fragmented (eg higher lone households, increased cultural diversity, increased rental dwellings etc). Projects such as community gardens and new indoor facilities and community halls will provide opportunities for social, recreational and educational activities for persons of all ages.
- Demand for existing facilities has increased since 2000, in response to population growth. With few exceptions Council's facilities, including sportsgrounds, are operating at sustainable capacity. Council will need to embellish existing parks and sportsgrounds and expand existing facilities such as the community centre as well as add facilities in high density areas to meet demand.
- There is increasing demand for local community spaces within walking distance of medium to high rise development, especially in town centres (Strathfield and Homebush) and isolated areas with increasing population eg Courallie Ave precinct. Community spaces can facilitate a range of activities including study spaces, meetings, cultural activities etc.
- There is a general expectation by the community for high quality community and recreation facilities in the local area.
- Increasing housing density in Strathfield LGA and its restrictions on physical activity within the private environment may have adverse affect on the opportunities for physical exercise. There is a need to provide facilities and opportunities for participation in physical activities and sport. Recent data indicates in Australia and NSW, there is a general overall increase in rates of participation in physical activity, especially fitness, across most demographic groups. This is in part response to government policies targeted at reducing obesity and chronic health conditions by improving health through increasing activity and obesity. This will continue to create higher demand for recreation facilities and open spaces.
- National, state and local research indicates an increasing demand for unorganised and informal recreation eg walking, fitness training in parks etc. Informal participation is increasing across all demographic groups. It is anticipated that persons living in smaller spaces, particularly young people, are likely to require unorganised and informal recreational activities, especially close to their homes.

PART E – FACILITY PROGRAMS

OPEN SPACE AND RECREATIONAL FACILITIES

- Organised and formal sports through club organisations and schools will continue to increase. The number of sports in Strathfield LGA requiring facilities is expanding, including traditional sports eg soccer, cricket etc as well as 'modified' or emerging sports such as Oztag. As demand increases and additional sports emerge in popularity, facilities need to be multi-purpose to accommodate a wide range of sports and recreational uses. As carrying capacity increases, amenities which support activities will need to be improved such as additional amenities, change rooms etc.
- Despite growing demands, Council's ability to add significant open space is limited due to lack of land availability and cost of land acquisition. Council will need to increase sustainable capacity of sportsgrounds eg additional lighting, irrigation and drainage etc to provide additional hours and day/night use.
- School aged children are the highest participants of organised sports in Australia. They mainly participate in sports and physical activities organised by their schools. Participation is high for both girls and boys. Local schools are high users of Strathfield Council facilities eg soccer, netball etc. Schools will continue to rely on Council facilities to augment school sports and recreation facilities particularly as schools expand and enrolment numbers increase. School use of Council parks, sportsgrounds and facilities is expected to increase.
- There is demand for an indoor recreation facility to accommodate activities including indoor sports such as netball, basketball etc and indoor activities eg dancing, gym, exercise classes etc. High users of indoor sporting facilities are young people aged 18-24 but there is an increasing number of older people participating in physical activities for health reasons and socialisation. As large areas of land is not readily available to convert to new sporting fields, an indoor facility will assist in meeting this need and provide an alternative facility that can be used for longer periods throughout the year.
- With increased population density comes a more intensive use of facilities. Facilities designed and constructed to withstand high intensity use will be essential in ensuring the delivery of sustainable facilities.

Strathfield Local Government Area provides a relatively high level of local and major open space as outlined in Table 5.1. Strathfield Council wants to maintain the same level of open space per person for the existing and future populations and therefore requires that open space be provided at the same rate as the existing provision. The Strathfield Local Government Area currently has the following area of open space, which has been separated into Local and Major Open Space.

Table 5.1 – Existing Provision of Open Space

Type of Open Space	Total Area (m2)	Population	Existing Provision
Major	841,208	50,764	16.6m2 per person
Local	211,263	50,764	4.2m2 per person
Total	1,052,471		20.8m2 per person

The population includes the resident population of 35,124 as at 2008 and the non-resident worker population of 15,640 at 2006 (ID Forecast, 2009) to determine the existing provision of open space, at the time of the preparation of the S94 Contributions Plan (Version 1.0) September 2010.

PART E – FACILITY PROGRAMS

OPEN SPACE AND RECREATIONAL FACILITIES

Strathfield Local Government Area currently has an existing open space provision of 2.08 ha per 1000 persons. It is proposed to levy contributions based on the existing provision of 2.08 ha per 1,000 persons. Therefore, 37.5 ha of open space are required to meet the demands of the new population growth of 18,036 persons. It is proposed that part of this amount of open space will be provided through land acquisition and embellishment and that part of this will be through the embellishment only of existing facilities to meet the additional demand. Embellishment will improve the quality capacity of the open space and recreational facilities to meet the additional demand.

5.2.2 Spatial Nexus

The Open Space Principles Plan and addendum sets out the requirements for location of open space and recreational facilities such as locating fields and courts adjacent to each other, locating small parks within 500m of all consolidated residential areas and collocation of facilities wherever possible.

Projects have been located in areas to meet the needs of the new residential development and taking advantage of existing facilities. Contributions are levied on a per capita basis so that only the open space required to meet the demands of the new population is levied.

The new projects are as outlined in Table 5.2 and are shown on Figures 5 and 6 – Proposed Open Space Facilities. A detailed schedule of works is provided in Part H – Summary Works Schedules and Part I – Detailed Cost Breakdowns.

PART E – FACILITY PROGRAMS

OPEN SPACE AND RECREATIONAL FACILITIES

Table 5.2 – Open Space And Recreational Facilities

Item	Open Space and Recreational Facilities	Precinct
Major Parks		
1	Airey Park	4
2	Barks Hut Reserve	8
3	Begnell Field	8
4	Bressington Park	1
5	Cooke Park	8
6	Dean Reserve	7
7	Edwards Park	4
8	Freshwater Park	6
9	Hudson Park	4
10	Mason Park	1
11	Powells Creek Corridor	1, 3
12	Ismay Avenue Park	1, 3
13	Parramatta Road Corridor	4
14	Strathfield Park	8
15	Strathfield Centre	4
16	Strathfield Square	4
17	Bay to Bay Cycleway	1-9
Local Parks		
18	Bill Boyce Reserve	1
19	Mason Park	1
20	Courallie Avenue Stages 1 and 2 – Land Acquisition and embellishment	2
21	Austin Park	2
22	Streetscape and public urban spaces	2
23	Smallwood Avenue – Land Acquisition and embellishment	3
24	Loftus Crescent Stages 1 and 2 – Land Acquisition and embellishment	3
25	Derowie/Kanoona Homebush Land Acquisition and embellishment	3
26	20A Parramatta Road Embellishment	3
27	Parramatta Road public urban space	3
28	Albert/Elva Street – Land Acquisition and embellishment	4
29	Laker Reserve Embellishment	4
30	Strathfield Square	4
31	Henley Reserve Homebush Embellishment	4
32	Melville Reserve Embellishment	4
33	Boden Reserve	4
34	Fitzgerald Park	4
35	Inveresk Park	4
36	Kessell Square	4
37	Homebush Town Centre Improvement works	4
38	Marlene Reserve Embellishment	5
39	Chain of Ponds Reserve Embellishment	6
40	Strathfield Park local park embellishment	6
41	Ford Park Stages 1 and 2 Embellishment	7
42	Cooke Park Embellishment	7
43	Madeline and Cleveland Park Stages 1 and 2 Embellishment	8
44	Streetscape and public urban spaces	8
45	Drew Street Reserve Embellishment	9
46	Streetscape and public urban spaces	9

5.2.3 Temporal Nexus

Council intends to pool the contribution funds and undertake works in order of priority. The open space facilities have been prioritised and this is outlined in Part H – Summary Works Schedules.

PART E – FACILITY PROGRAMS

OPEN SPACE AND RECREATIONAL FACILITIES

5.3 Calculation of Contribution Rates

The contribution rates for the Open Space Facilities have been determined using the following method:

- determine the existing standard of provision for local and major open space;
- multiply the existing standard by the new resident and non-worker resident population to determine the amount of open space that is required to meet the new demand and retain the existing standard of provision;
- establish an average embellishment cost for local open space and district open space based on quotations for new works to be undertaken by Council;
- multiply the embellishment cost by the provision of open space to be provided to determine the total cost of embellishing local and major open space by precinct; and
- add land acquisitions costs (where relevant) to the embellishment costs to determine the total cost to be levied on the new population.

All rates are determined to the nearest dollar.

Embellishment costs have been determined based on quotations for new works to be undertaken by Council as follows. Refer Part K for breakdown of the rates.

Table 5.3 – Embellishment Rates per Square Metre

Open Space Facility	Embellishment Costs
Local Parks	\$199.00/m2
Major Parks	\$212.00/m2

The above cost estimates are applied to the area requirements to determine the overall embellishment costs for open space within the District.

Table 5.4 – Open Space Embellishment Rates

Precinct	Anticipated Population Projection	Existing Provision of Open Space per person	Total Open Space to meet new demand	Embellishment Rate \$ per m2	Embellishment Cost (excludes acquisition costs)
Major Open Space					
All	18,036	16.6m2	299,398m2	\$212.00	\$63,472,376.00
Local Open Space					
1	676	4.2m2	2,839m2	\$199.00	\$564,961.00
2	1,951	4.2m2	8,194m2	\$199.00	\$1,630,606.00
3	7,553	4.2m2	31,723m2	\$199.00	\$6,312,877.00
4	4,070	4.2m2	17,094m2	\$199.00	\$3,401,706.00
5	287	4.2m2	1,205m2	\$199.00	\$239,795.00
6	946	4.2m2	3,973m2	\$199.00	\$790,627.00
7	987	4.2m2	4,145m2	\$199.00	\$824,855.00
8	1,001	4.2m2	4,204m2	\$199.00	\$836,596.00
9	565	4.2m2	2,373m2	\$199.00	\$472,227.00

Some of the open space land acquisitions were identified in the previous Strathfield Development Contributions Plan 2001 and therefore any income received from that plan will be deducted from the total acquisition costs. The following table outlines the embellishment costs and the land acquisition costs for the open space projects that will be levied on new development in the Strathfield LGA.

PART E – FACILITY PROGRAMS

OPEN SPACE AND RECREATIONAL FACILITIES

Table 5.5 – Open Space Embellishment and Land Acquisition Costs

Catchment	Embellishment Costs	Land Acquisition (including legal and demolition costs)	Total Costs
Major Open Space			
All	\$63,472,376.00	\$5,053,546.39	\$68,525,922.00
Local Open Space			
1	\$564,961.00		\$564,961.00
2	\$1,630,606.00	\$1,503,915.00	\$3,134,521.00
3	\$6,312,877.00	\$12,394,350.00	\$18,707,227.00
4	\$3,401,706.00	\$1,896,850.00	\$5,298,556.00
5	\$239,795.00		\$239,795.00
6	\$790,627.00		\$790,627.00
7	\$824,855.00		\$824,855.00
8	\$836,596.00		\$836,596.00
9	\$472,227.00		\$472,227.00

Whilst the projects outlined in Part I Detailed Cost Breakdowns are in excess of the above amounts, the shortfall will be funded by Council and therefore is not levied on new development.

All rates are determined to the nearest dollar.

The Major Open space and Recreational Facilities will be levied on all new development. The contribution rate is determined as follows:

$$C = \frac{\$ \text{Facility Cost}}{\text{Demand}}$$

Where

C is the contribution rate per person

\$FacilityCost is the total Open Space and Recreational costs for District Facilities

Demand is the total new resident and non-resident population in the LGA.

$$C = \frac{\$68,525,922}{18,036}$$

$$= \$3,799 \text{ per person}$$

Commercial (19m2 per employee)	\$200 per m2
Retail (35m2 per employee):	\$109 per m2
Industrial (71.5m2 per employee)	\$53 per m2
Room (0.3 employees per room):	\$1,140 per room

PART E – FACILITY PROGRAMS

OPEN SPACE AND RECREATIONAL FACILITIES

The Local Open space and Recreational Facilities will be levied on each precinct. The contribution rate is determined as follows:

$$C = \frac{\$ \text{Facility Cost}}{\text{Demand}}$$

Where

C is the contribution rate per person

\$FacilityCost is the total Open Space and Recreational costs for Local Facilities for the Catchment

Demand is the total new resident and non-resident population for the Catchment

Table 5.6 – Local Open Space Contribution Per Person

Precinct	Facility Cost	Population Increase	Contribution Rate Per Person	Commercial 19m2	Retail 35m2	Industrial 71.5m2	Tourism 0.3
1	\$564,961.00	676	\$836.00	\$44.00	\$24.00	\$12.00	\$251.00
2	\$3,134,521.00	1951	\$1,607.00	\$85.00	\$46.00	\$22.00	\$482.00
3	\$18,707,227.00	7553	\$2,477.00	\$130.00	\$71.00	\$35.00	\$743.00
4	\$5,298,556.00	4070	\$1,302.00	\$69.00	\$37.00	\$18.00	\$391.00
5	\$239,795.00	287	\$836.00	\$44.00	\$24.00	\$12.00	\$251.00
6	\$790,627.00	946	\$836.00	\$44.00	\$24.00	\$12.00	\$251.00
7	\$824,855.00	987	\$836.00	\$44.00	\$24.00	\$12.00	\$251.00
8	\$836,596.00	1001	\$836.00	\$44.00	\$24.00	\$12.00	\$251.00
9	\$472,227.00	565	\$836.00	\$44.00	\$24.00	\$12.00	\$251.00

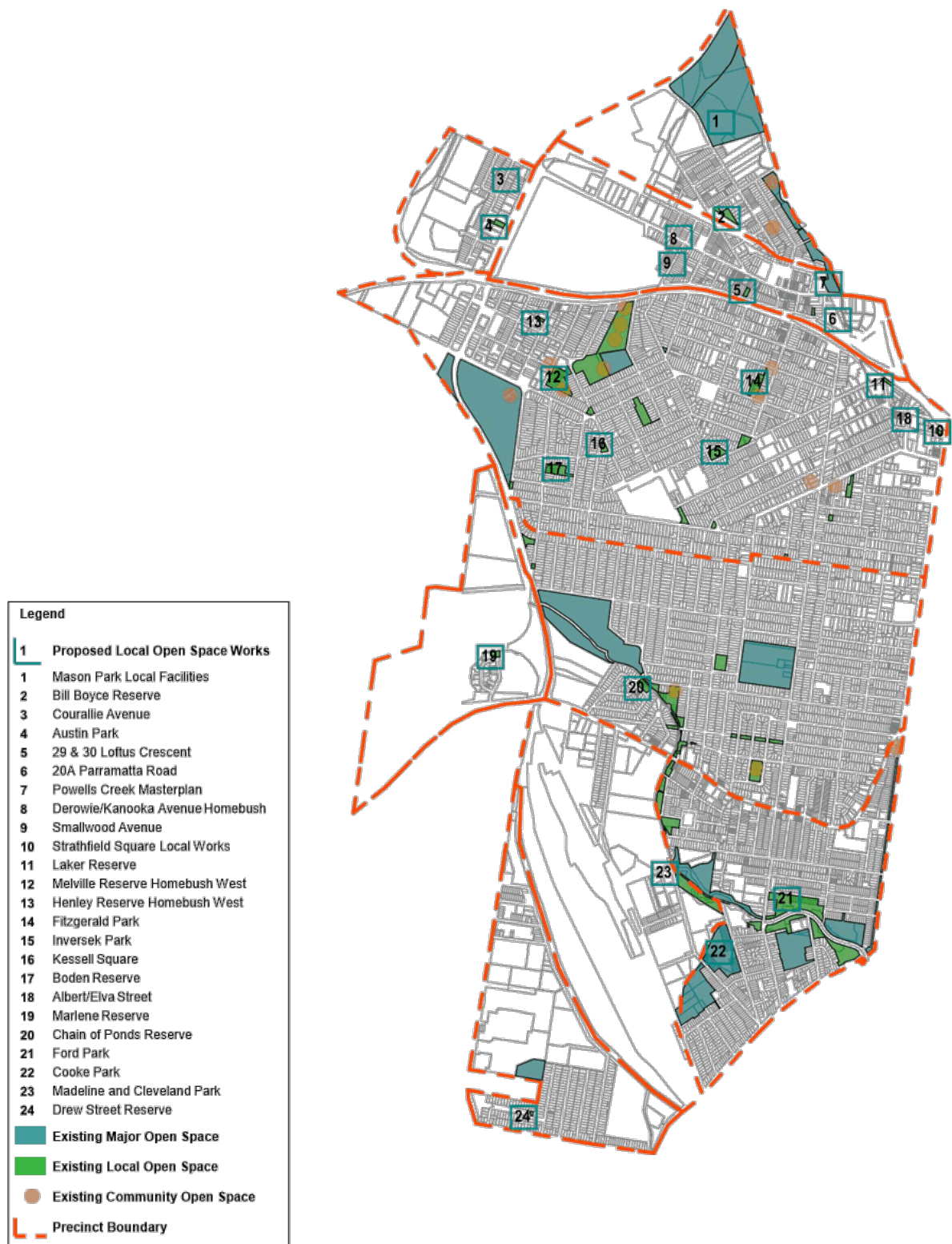


STRATHFIELD DIRECT DEVELOPMENT CONTRIBUTIONS PLAN

Figure 5 - Proposed Works:
Major Open Space and Recreational Facilities

0m 0.25km 0.5km 1km





NOTE: Works are shown in approximate locations only.



STRATHFIELD DIRECT DEVELOPMENT CONTRIBUTIONS PLAN

Figure 6 - Proposed Works:
Local Open Space and Recreational Facilities

0m 0.25km 0.5 km 1km



PART F – FACILITY PROGRAMS - COMMUNITY FACILITIES

6.0 COMMUNITY FACILITIES

6.1 Strategic Framework

Council has an established record in the provision of facilities for community purposes. Such facilities are owned and operated by Council and are accessible by the community. The Council also owns community facilities that are leased and operated by the private sector. Such examples include some childcare centres.

This strategy involves only those facilities that are owned and operated by Council. It does not include those that are leased and operated by the private sector.

6.2 Nexus between Development and Demand

6.2.1 Causal Nexus

While the Strathfield Municipality contains a range of existing community facilities and services, in general there is no surplus capacity within these facilities to cater for the anticipated increased demand. The increased population in the Municipality will place greater demands on the existing community facilities and services. Therefore, there will be a need to provide additional and/or embellished facilities to satisfy the projected demand.

Provision of public facilities is based on the identified needs and expectations of the community. This Strategy focuses on a needs based approach and seeks to provide quality, usable multi-purpose community facilities in locations where there is a strong relationship to the anticipated population.

The existing provision of community facilities is 7,925m² of floorspace. Based on the existing population of 35,124 residents, this represents 0.225m² of existing community floorspace per person. Therefore, to retain the existing provision of community facilities, an additional 3,278m² of community floorspace is required to meet the needs of the projected 14,569 residents in the Strathfield Local Government Area.

6.2.2 Spatial Nexus

Additional community facility floorspace will be provided to retain the existing standard provision. Approximately, 3,278m² of additional floorspace will be provided and will be levied on new residential development. Also, Strathfield Library was upgraded in 2004 to provide additional floorspace and therefore will be apportioned between the existing and future population. The High Street Community Library Centre was recently upgraded in 2009 utilising part of the income received from the 2001 plan and therefore the total cost has been reduced by this amount. The community facility projects are outlined in Table 6.1 and as shown on Figure 7.

Table 6.1 – Community Facilities

Item	Proposed Community Facilities	Precinct
1	Courallie Avenue Community Place	2
2	Parramatta Road Precinct Community Hub	3
3	Homebush West Community Place	4
4	Airey Park Community Hub (includes previous Bates Street Centre and Airey Park Childcare)	4
5	Strathfield Central Library	4
6	High Street Library	6
7	Strathfield South Community Hub (previously High Street Library Extension)	6
8	Belfield Community Hub	7

PART F – FACILITY PROGRAMS - COMMUNITY FACILITIES

The Summary Works Schedule for the Community Facilities Strategy is outlined in Part H and detailed cost breakdowns are outlined in Part I.

The capital cost for community facilities and services may include the following items (where relevant):

- demolition, clearing and site preparation;
- building construction;
- landscaping;
- provision of essential facilities and equipment, etc; and
- design, consultant and management fees and associated costs.

6.2.3 Temporal Nexus

Council intends to pool the contribution funds and undertake works in order of priority. The community facilities have been prioritised and this is outlined in Part H – Summary Works Schedule.

6.3 Calculation of Contribution Rates

The Community Facilities will be levied on all new residential development. All rates are determined to the nearest dollar.

Items 1 to 4 and 6 to 7 will be levied 100% on the new population. Item 6 has been reduced by the amount of income received to date. Item 5, the Strathfield Library has been apportioned between the new and existing population. The total cost for the upgrade of the library was \$4,450,000. The anticipated population increase of 14,569 represents a 29.3% increase and therefore \$1,303,850 will be levied on new development.

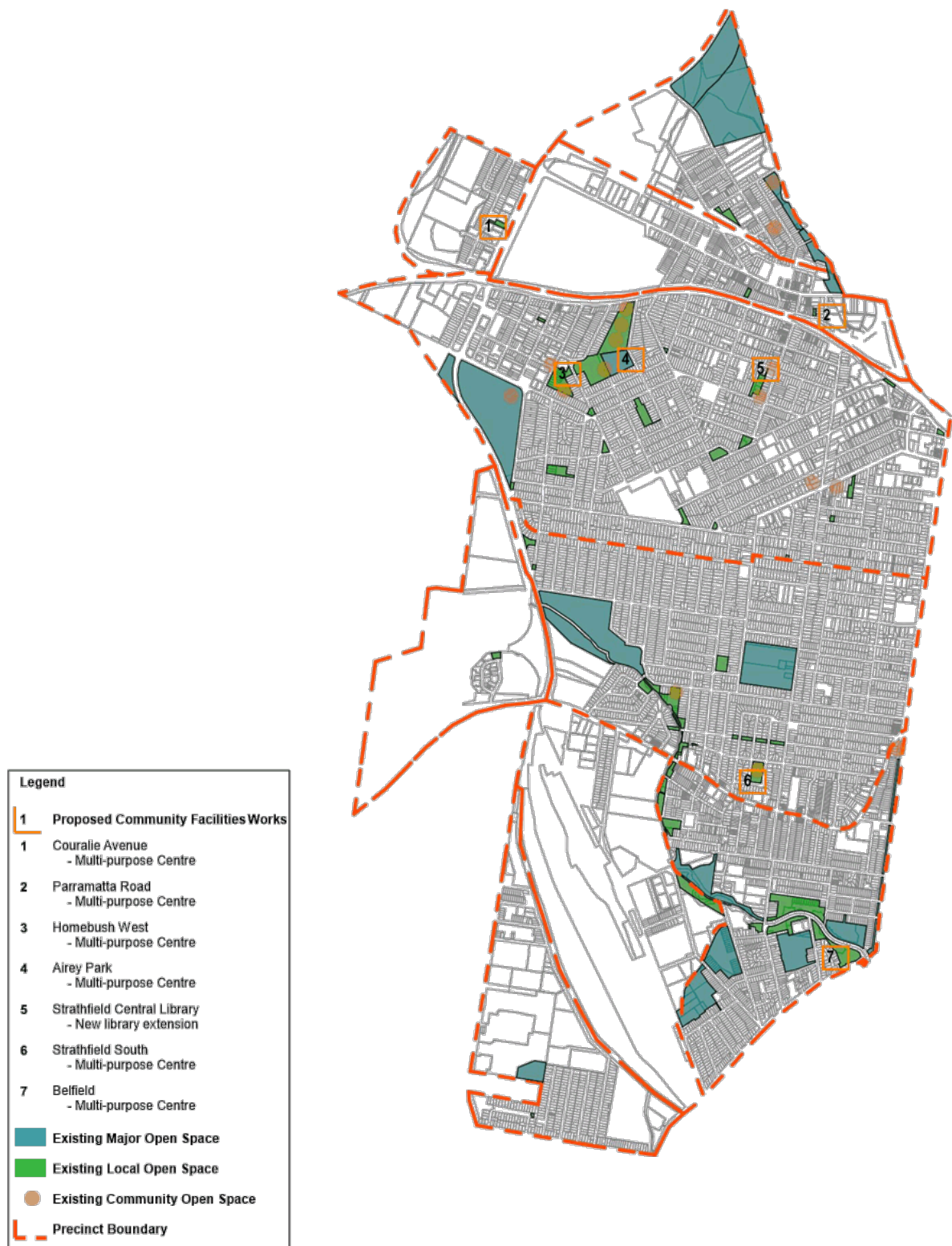
The total cost for the community facilities is \$12,164,866.47 taking the above into consideration. This will be levied on new development as follows:

$$C = \frac{\$ \text{Facility Cost}}{\text{Demand}}$$

Where:

C	=	the contribution rate per person;
\$Facility Costs	=	the total Community Facilities costs;
Demand	=	the total new population proposed in the District.
C	=	$\frac{\$12,164,866.47}{14,569}$
	=	\$835 per person

All rates are determined to the nearest dollar.



NOTE: Works are shown in approximate locations only.



STRATHFIELD DIRECT DEVELOPMENT CONTRIBUTIONS PLAN

Figure 7 - Proposed Works:
Community Facilities

0m 0.25km 0.5 km 1km



PART G – FACILITY PROGRAMS - ADMINISTRATION

7.0 ADMINISTRATION

7.1 Facilities Strategy

Administration of the Direct Development Contributions Plan is important to ensure that the facilities will meet the demands of the new population that are being levied contributions. This includes the following:

- staff to administer the plan;
- the preparation of the plan;
- review of the plan and additional studies to support the plan where relevant;
- ensure that the provisions of this Plan are implemented in the most efficient, sustainable and cost effective manner having regard to best practice, the provisions of this Plan and legal parameters;
- facilitate the day to day management of this Plan including the application of appropriate development consent conditions, the collection of contributions, the expenditure of contributions in the manner envisaged, the investing of funds, accounting and auditing of income and expenditure as well as the periodic review of this Plan and the contribution rates.

Council has used its resources for the drafting and updating of this Plan for the Municipality of Strathfield. The objective of the review was to:

- review the existing Contributions Plan and provisions;
- undertake specific investigations for projects;
- identify the scope of public facilities which can be reasonably levied for;
- review the factors of growth and development on which the new plan would be based;
- establish a rational basis on which to levy for public infrastructure in the future; and
- undertake a comprehensive review of the contributions plan.

7.2 Nexus between Development and Demand

Development requires additional public facilities to meet the demands of the new population. It is therefore reasonable that contributions are levied on new development for the administration of the Direct Development Contributions Plan.

In addition to the preparation of this Plan, the review, preparation and ongoing administration of the Plan requires the provision of additional resources to ensure that the Plan is effective and achieves its intended purpose. The effective coordination and administration of the Plan will necessitate additional work by Council. Strathfield Council will need to:

- administer the Plan generally and ensure that the contributions are collected and used to provide the public facilities for which they were intended and in a manner and time dictated by new development;
- invest contribution funds held by Council which are not required immediately;
- monitor the receipt and authorise the expenditure of contributions in respective accounts and the recoupment of costs already spent;
- undertake auditing of the Accounts
- assess the merit of land proposed to be dedicated;
- monitor the dedication and development of land contributions;
- recommend to Council the appropriate management and expenditure of funds in accordance with the adopted works schedule;

PART G – FACILITY PROGRAMS - ADMINISTRATION

- recommend to Council the appropriate interim use of dedicated land, the acquisition of appropriate land for the identified public purpose or the re-use of existing Council facilities (including land) for an alternative public purpose under the terms of the contributions plan;
- monitor and program works identified in the works schedule;
- regularly review the works schedule in accordance with levels of contributions received and expended, and seek Council's adoption of these;
- regularly review the contribution rates in accordance with construction costs, land costs, levels of demand, population and demographic changes and recommend to Council amendments where necessary;
- determine the appropriate time for provision of public facilities having regard to the works schedule, the availability of funds, demand generated by development, the time funds have been held, expected additional funds, alternative and supplementary funding sources and maintenance implications;
- provide legal advice where necessary;
- monitor the implications arising from development including the demands created for additional facilities for which contributions are not currently sought, the needs of specific "one-off" developments, the costs of development and land acquisition, the extent and type of development and the effect of this on the works program;
- advise Council of appropriate management, expenditure and policy implications regarding development contributions including those arising from legal decisions and State Government policy making;
- determine the extent and implications of recurrent costs and assess the implications to Council in providing for these;
- assess whether a credit or reassessment of the contribution may be appropriate and how that may be determined;
- review and determine the suitability of proposed works in kind and material public benefits in accordance with the objectives, key principles and works program of this Plan, and provide advice to Council in relation to this;
- prepare and make available the necessary information required by the Regulations including the contributions register, input to the Council's annual financial report and the annual statement for the contributions plans in force in the area; and
- provide advice to applicants and the general public regarding the operation of the Plan.

The engagement of personnel to administer the Plan will be an ongoing cost for the life of this Plan. The costs associated with the preparation of this Plan and the likely costs to Council associated with the administration of the Plan, are required in order to identify:

- a comprehensive, sustainable and integrated approach to the levying of development contributions;
- the types of public facilities required as a consequence of new development;
- the extent of the benefiting population;
- the costs of the required facilities;
- the proportion which may be "reasonably" levied as a section 94 contribution; and
- the actual contribution rates and the preparation of the implementation schedules.

It is accepted practice that contributions can be collected to fund administration of [section 7.11](#), provided that those administrative tasks are directly related to the operation/maintenance of the Contributions Plan.

PART G – FACILITY PROGRAMS - ADMINISTRATION

The research that has been undertaken to formulate this and subsequent reviews of the Plan relates specifically to the future demands of future growth in the Strathfield Municipality. Further, this Plan enables the levying of development contributions required to provide the public facilities required as a consequence of that development. These tasks and the costs incurred are outside the work normally undertaken by the Council and the resources available to it. It is therefore reasonable to seek the recoupment of these costs through this Plan and through the income received from the investment of the contributions funds to ensure that Council delivers all of the required public facilities in an effective and timely manner.

The known capital cost for administration includes the following items:

- engagement of specialist consultants to prepare the contributions plan;
- ongoing personnel costs to administer the Plan.

7.3 Calculation of Contribution Rates

Contributions for the administration of the plan are based on \$65,000 per annum for the life of the plan. These costs are for relevant personnel to carry out the functions required to administer the Direct Contributions Plan and for relevant studies to ensure that the Contributions Plan is current. Studies will be undertaken as required. Costs are as outlined in Table 7.1. This represents less than 2.5% of the total contributions being sought from new development. These costs are considered reasonable given the extent of works proposed in the plan, the time frame, the investigations that have been undertaken to prepare the plan and the annual reviews to be undertaken.

Table 7.1 – Administration Costs

Item	Administration	\$ per annum
1	Accounts	5,000.00
2	Administration	10,000.00
3	Development Contributions Personnel	30,000.00
4	Studies	20,000.00

As the preparation and administration of the Plan is required as a direct result of the projected population under this Plan, new development will fund 100% of the administrative functions provided in this Strategy. This rate is reasonable and fair, having regard to the fact that the administration of this Plan is entirely necessary as a result of the anticipated population under this Plan.

The administration costs for the s94 Plan will be levied on all new development. The contribution rate is determined as follows:

$$C = \frac{\$Facility\ Cost}{Demand}$$

Where

C is the contribution rate per person

\$FacilityCost is the total Administration costs

Demand is the total new resident and non-resident population in the LGA.

PART G – FACILITY PROGRAMS - ADMINISTRATION

$$\begin{aligned} \text{C} &= \frac{\$1,300,000.00}{18,036} \\ &= \$72 \text{ per person} \end{aligned}$$

Commercial (19m2 per employee) \$4 per m2

Retail (35m2 per employee): \$2 per m2

Industrial (71.5m2 per employee) \$1 per m2

Room (0.3 employees per room): \$22 per room

All rates are determined to the nearest dollar.

PART H – SUMMARY WORK SCHEDULES

Table H.1 – Schedule Of Works

					TOTAL CONTRIBUTIONS TO BE LEVIED		
Precinct	Proposed Project	Project Details	Completed	Total Cost	Estimated Embellishment Costs	Estimated Land Acquisition Costs ¹	Priority
ROADS AND TRAFFIC MANAGEMENT FACILITIES							
3,4,6	Arthur Street / Henley Road	Provision of signals	Completed	\$95,520.00	\$95,520.00		-
1,3	Pomeroy Street / Underwood Street	Upgrade signals		\$33,600.00	\$33,600.00		-
3,4	Loftus Crescent / Bridge Road	Intersection treatment		\$240,000.00	\$240,000.00		-
3,4	The Crescent / Bridge Road	Roundabout	Completed	\$84,000.00	\$84,000.00		-
3,4	The Crescent / Subway Lane	Roundabout	Completed	\$133,200.00	\$133,200.00		-
1,3	Powell Street / Underwood Road	Roundabout		\$240,000.00	\$240,000.00		-
1-4	Parramatta Road	Streetscape Works		\$2,263,356.00	\$2,263,356.00		-
3	Parramatta Road Precinct	Lane construction		\$8,071,798.15	\$4,971,798.15	\$3,100,000.00	2
3	Columbia Lane	Lane extension		\$387,602.10	\$387,602.10		1
1-7	LATM Works	LATM Works		\$6,107,394.94	\$6,107,394.94		1
8	Cosgrove Road / Cleveland Street	Pedestrian Path		\$14,904.49	\$14,904.49		2
	SUBTOTAL			\$17,671,375.68	\$14,571,375.68	\$3,100,000.00	
	TOTAL – TRAFFIC				\$17,671,375.68		
MAJOR OPEN SPACE FACILITIES							
4	Airey Park	Embellishment		\$6,006,715.98	\$6,006,715.98		1
8	Barks Hut Reserve	Embellishment		\$4,730,326.65	\$4,730,326.65		2
8	Begnell Field	Embellishment		\$3,123,821.12	\$3,123,821.12		2
1	Bressington Park	Embellishment		\$4,006,290.11	\$4,006,290.11		2
8	Cooke Park	Embellishment		\$2,645,562.03	\$2,645,562.03		2
7	Dean Reserve	Embellishment		\$562,730.94	\$562,730.94		2
4	Edwards Park	Embellishment		\$1,106,781.72	\$1,106,781.72		2
6	Freshwater Park	Embellishment		\$561,831.30	\$561,831.30		3
4	Hudson Park	Embellishment		\$1,172,615.46	\$1,172,615.46		3
1	Mason Park	Embellishment		\$3,498,676.50	\$3,498,676.50		1
1,3	Powells Creek	Land acquisition		\$5,053,546.39	0.00	\$5,053,546.39	1
1, 3	Powells Creek – Ismay Avenue	Embellishment		\$324,360.00	\$324,360.00		4
1, 3	Powells Creek – Phase 1	Embellishment		\$7,790,552.05	\$7,790,552.05		2
1, 3	Powells Creek – Phase 2	Embellishment		\$3,331,766.67	\$3,331,766.67		4
1, 3	Parramatta Road Corridor	Embellishment		\$7,213,763.09	\$7,213,763.09		4
4	Strathfield Park	Embellishment		\$9,126,466.77	\$9,126,466.77		1
4	Strathfield Centre	Embellishment		\$3,033,159.54	\$3,033,159.54		5
4	Strathfield Square	Embellishment		\$1,897,045.79	\$1,897,045.79		5
1-9	Bay to Bay	Cycleway		\$3,694,925.11	\$3,694,925.11		1

Direct Development Contributions Plan– Strathfield Local Government Area

Page 59

PART H – SUMMARY WORK SCHEDULES

Precinct	Proposed Project	Project Details	Completed	Total Cost	TOTAL CONTRIBUTIONS TO BE LEVIED		Priority
					Estimated Embellishment Costs	Estimated Land Acquisition Costs ¹	
	SUBTOTAL			\$68,880,937.22	\$63,827,390.83	\$5,053,546.39	
	TOTAL – MAJOR OPEN SPACE				\$68,880,937.22		
LOCAL OPEN SPACE FACILITIES							
1	Bill Boyce Reserve	Embellishment of Existing Park		\$136,693.28	\$136,693.28	-	2
1	Mason Park	Park embellishment		\$455,421.62	\$455,421.62		1
Total Precinct 1				\$592,114.90	\$592,114.90	-	
2	Courallie Avenue – Stage 1	Acquisition of land		\$1,503,915.00	-	\$1,503,915.00	1
2	Courallie Avenue – Stage 2	Embellishment		\$821,242.41	\$821,242.41	-	1
2	Austin Park	Embellishment of existing Park		\$535,237.50	\$535,237.50	-	1
2	Streetscape and Urban space	Embellishment		\$351,750.00	\$351,750.00	-	2
Total Precinct 2				\$3,212,144.91	\$1,708,229.91	\$1,503,915.00	
3	Smallwood Avenue	Land acquisition	Land Acquisition	\$2,610,100.00	-	\$2,610,100.00	1
3	Smallwood Avenue	Embellishment		\$313,425.00	\$313,425.00	-	2
3	29 & 30 Loftus Crescent	Land acquisition	Land Acquisition	\$1,205,550.00	-	\$1,205,550.00	2
3	29 & 30 Loftus Crescent	Embellishment of new park		\$1,416,644.01	\$1,416,644.01	-	1
3	Derowie/Kanoona	Land acquisition		\$8,578,700.00	-	\$8,578,700.00	3
3	Derowie/Kanoona	Embellishment		\$1,262,532.88	\$1,262,532.88	-	3
3	20A Parramatta Road	Embellishment		\$441,760.20	\$441,760.20	-	3
3	Parramatta Road Public urban space	Embellishment		\$1,776,578.37	\$1,776,578.37	-	4
3	Streetscape improvements	Embellishment		\$1,407,000.00	\$1,407,000.00	-	5
Total Precinct 3				\$19,012,290.46	\$6,617,940.46	\$12,394,350.00	
4	Albert/Elva Street	Acquisition		\$1,896,850.00	-	\$1,896,850.00	2
4	Albert/Elva Street	Embellishment		\$312,461.10	\$312,461.10	-	2
4	Laker Reserve	Embellishment of existing park		\$291,874.21	\$291,874.21	-	1
4	Strathfield Square	Embellishment for new park		\$519,109.70	\$519,109.70	-	2
4	Henley Reserve Homebush	Embellishment of existing park		\$175,002.41	\$175,002.41	-	1
4	Melville Reserve Homebush West	Embellishment of existing park		\$447,185.41	\$447,185.41	-	3
4	Boden Reserve	Embellishment		\$311,936.64	\$311,936.64		4
4	Fitzgerald Park	Embellishment		\$489,158.43	\$489,158.43		5
4	Inveresk Park	Embellishment		\$223,032.72	\$223,032.72		5

Direct Development Contributions Plan– Strathfield Local Government Area

Page 60

PART H – SUMMARY WORK SCHEDULES

Precinct	Proposed Project	Project Details	Completed	Total Cost	TOTAL CONTRIBUTIONS TO BE LEVIED		
					Estimated Embellishment Costs	Estimated Land Acquisition Costs ¹	Priority
4	Kessell Square	Embellishment		\$64,714.14	\$64,714.14		5
4	Homebush Town Centre	Embellishment		\$399,000.00	\$399,000.00		5
4	Homebush West Town Centre	Embellishment		\$336,000.00	\$336,000.00		5
Total Precinct 4				\$5,466,324.75	\$3,569,474.75	\$1,896,850.00	
5	Marlene Reserve	Embellishment of existing park		\$250,876.28	\$250,876.28	-	2
Total Precinct 5				\$250,876.28	\$250,876.28	-	
6	Chain of Ponds Reserve	Embellishment of existing park		\$128,228.11	\$128,228.11	-	2
6	Strathfield Park	Embellishment		\$700,122.29	\$700,122.29	-	1
Total Precinct 6				\$828,350.40	\$828,350.40	-	
7	Ford Park	Embellishment of existing park		\$376,667.48	\$376,667.48		2
7	Cooke Park	Embellishment of existing park		\$487,404.89	\$487,404.89		2
Total Precinct 7				\$864,072.36	\$864,072.36	-	
8	Madeline and Cleveland Park	Embellishment of existing park		\$572,462.25	\$572,462.25		2
8	Streetscape and urban space improvements	Embellishment		\$304,500.00	\$304,500.00		4
Total Precinct 8				\$876,962.25	\$876,962.25	-	
9	Drew Street Reserve	Embellishment of existing park		\$145,000.00	\$145,000.00		1
9	Streetscape and urban space improvements	Embellishment		\$351,750.00	\$351,750.00		1
Total Precinct 9				\$496,750.00	\$496,750.00	-	
PRECINCTS SUBTOTAL				\$31,599,886.31	\$15,804,771.31	\$15,795,115.00	
TOTAL – LOCAL OPEN SPACE					\$31,599,886.31		
COMMUNITY FACILITIES							
2	Couralie Avenue Community Place	Multi-purpose Centre – 200m2		\$666,600.00	\$666,600.00		2
3	Parramatta Road Precinct Community Hub	Multi-purpose Centre – 1,000m2		\$3,333,000.00	\$3,333,000.00		2
4	Airey Park Community Hub	Multi-purpose Centre – 800m2		\$3,026,400.00	\$3,026,400.00		1
4	Strathfield Central Library	New Library Extension	2004	\$4,450,000.00	\$1,303,850.00		5
6	High Street Community Library Centre	Multi-purpose Facility – Stage 1	2009	\$1,362,000.00	\$835,316.47		5
6	Homebush West Community Place	Multi-purpose Facility – 300m2		\$999,900.00	\$999,900.00		4
6	Strathfield South Community Hub	Multi-purpose Facility – 300m2		\$999,900.00	\$999,900.00		4
7	Belfield Community Hub	Multi-purpose Facility – 300m2		\$999,900.00	\$999,900.00		4

Direct Development Contributions Plan– Strathfield Local Government Area

Page 61

PART H – SUMMARY WORK SCHEDULES

Precinct	Proposed Project	Project Details	Completed	Total Cost	TOTAL CONTRIBUTIONS TO BE LEVIED		Priority
					Estimated Embellishment Costs	Estimated Land Acquisition Costs ¹	
	SUBTOTAL			\$15,837,700.00	\$12,164,866.47	-	
	TOTAL - COMMUNITY				\$15,837,700.00		
	TOTAL			\$133,989,899.20			
ADMINISTRATION OF THE CONTRIBUTIONS PLAN							
	Administration			\$1,300,000.00			1
	TOTAL - ADMINISTRATION			\$1,300,000.00			

Notes: 1 Amount has been deducted by any income received from the 2001 Section 94 Plan if relevant. Refer to detailed schedules. Amount has also taken into account any apportionment as outlined in the Facility Programs.

PART I - ROADS AND TRAFFIC COST BREAKDOWNS

Table I.1 – Parramatta Road Precinct - Roads and Traffic Improvements Loftus Lane, Smallwood to Bridge, Bridge to Crane, Subway to Station – Construct Lane

Capital Works	Unit	Unit Rate	Length/No.	Width	Lump Sum Cost
STAGE 1 - LOFTUS LANE, BRIDGE TO CRANE, SUBWAY TO STATION – LAND ACQUISITION					
Land Acquisition					\$3,100,000.00
TOTAL STAGE 1					\$3,100,000.00
STAGE 2 - LOFTUS LANE, SMALLWOOD TO BRIDGE, BRIDGE TO CRANE, SUBWAY TO STATION – CONSTRUCT LANE					
New Road pavement with DGB 20 material for new road - depth of 200mm	sqm	\$225.00	461	6.2	\$643,095.00
Road resurfacing only - existing Loftus lane - thickness 50 mm	sqm	\$196.00	334	6.2	\$405,876.80
Granite Paving/Pedestrian treatment across Loftus Lane between Loftus Park and Loftus Lane (nth)/Plaza area	sqm	\$360.60	24	6.2	\$53,657.28
Demolition and removal of existing kerb and gutter	m	\$87.00	358x2		\$62,292.00
Footpath Granite Finish	sqm	\$360.60	819	2.8	\$826,927.92
Pram ramps	each	\$1,266.00	10		\$12,660.00
New kerb & Gutter including verge construction	per m	\$240.00	819x2		\$393,120.00
New drainage pits & pipe 525mm dia.					
Drainage pipe	m	\$298.00	888+70		\$285,484.00
Storm water pit (excl intel)	each	\$4,634.00	20		\$92,680.00
Pit Lintel		\$312.00	20		\$6,240.00
Line marking including setting out	m	\$9.85	819		\$8,067.15
Signage including post & brackets	mp sum	\$4,900.00			\$4,900.00
Lighting	each	\$15,367.00	1/ 45 m	20	\$307,340.00
Landscaping (trees planters etc)	er sq m	\$142.70	819	1m x 2	\$233,742.60
Seating (20-30m apart)	each	\$2,162.00			\$59,022.60
Art works (x2)	each	\$10,000.00		x2	\$20,000.00
Subtotal					\$3,415,105.35
Design Costs	5%				\$170,755.27
Contingency	15%				\$512,265.80
TOTAL WORKS STAGE 2					\$4,098,126.42
STAGE 3 - FUTURE PARRAMATTA ROAD PRECINCT ROAD AND STREETSCAPE IMPROVEMENTS					
Future Improvements (incl design and contingency)					\$873,671.73
SUBTOTAL STAGE 3					\$873,671.73
SUBTOTAL STAGES 1, 2, 3					\$8,071,798.15
Less monies received from the 2001 Section 94 Contributions Plan - acquisition					\$8,071,798.15
TOTAL					\$0.00

Table I.2 – Columbia Lane Extension and Associated Works

Capital Works	Costs
Traffic signal upgrade - (signal enhancements at George st and road into the site to make 4th arm of the intersection)	\$70,000.00
Design costs - 5%	\$3,500.00
Contingency (15%)	\$10,500.00
Contingency (10%)	\$1,050.00
Subtotal	\$84,000.00
Other works	\$303,602.10
Subtotal	\$387,602.10
Less monies received from the 2001 Section 94 Contributions Plan	\$387,602.10
TOTAL	\$0.00

PART I - ROADS AND TRAFFIC COST BREAKDOWNS

Table I.3 – Road and Traffic Management Works

	Capital Works	Full Cost	% attributable to s94	Levied Precinct	Funds available through Direct plan
1	Pedestrian access improvements - Homebush West/Marlborough Road/Centenary Drive/Sydney Markets	\$200,000.00	31.6	1-7	\$63,200.00
	Subtotal				\$63,200.00
	Design costs	5%			\$3,160.00
	Contingency	15%			\$9,480.00
	TOTAL	\$240,000.00			\$75,840.00
	ARTHUR STREET/BROUGHTON ROAD/BERESFORD ROAD				
2	Arthur street/Henley Road -Provision of signals – Works Completed	\$79,600.00	12	3,4,6	\$9,552.00
	Subtotal				\$9,552.00
	Design costs	5%			\$477.60
	Contingency	15%			\$1,432.80
	TOTAL				\$11,462.40
3	Arthur Street – standard bicycle refuges	\$65,000.00	31.6	1-7	\$20,540.00
4	Arthur Street /Mitchell Road to Pemberton Street parking lanes	\$2,000.00	31.6	1-7	\$632.00
5	Arthur Street/Pemberton Street roundabout – completed	\$63,400.70	31.6	1-7	\$20,034.62
6	Arthur Street/Francis Street intersection treatment – completed	\$40,944.00	31.6	1-7	\$12,938.30
7	Arthur Street/Pilgram Reserve kerb blisters	\$30,000.00	31.6	1-7	\$9,480.00
8	Arthur Street/Bates Street kerb blisters and drainage works	\$30,000.00	31.6	1-7	\$9,480.00
9	Arthur Street/Mackenzie Street intersection - roundabout pedestrian gap and ramps	\$2,000.00	31.6	1-7	\$632.00
10	Arthur Street and Meredith Street intersection - roundabout – completed	\$50,000.00	31.6	1-7	\$15,800.00
11	Broughton Road at Fitzgerald Park kerb blisters	\$30,000.00	31.6	1-7	\$9,480.00
12	Beresford Road at Homebush Road parking lanes	\$4,000.00	31.6	1-7	\$1,264.00
	Subtotal	\$317,344.70			\$100,280.93
	Design costs	5%			\$5,014.05
	Contingency	15%			\$15,042.14
	TOTAL				\$120,337.11
	HOME BUSH - NORTH OF M4				
13	Underwood Road pedestrian signals vehicle exit DFO	\$100,000.00	31.6	1-7	\$31,600.00
14	Underwood Road/Mason Park pedestrian/bicycle refuge	\$65,000.00	31.6	1-7	\$20,540.00
15	Underwood Road/Bellona Avenue pedestrian refuge	\$65,000.00	31.6	1-7	\$20,540.00
	Subtotal	\$230,000.00			\$72,680.00
	Design costs	5%			\$3,634.00
	Contingency	15%			\$10,902.00
	TOTAL				\$87,216.00
16	Underwood Road/Pomeroy St - Upgrade signals to improve capacity	\$28,000.00	13	1,3	\$3,640.00
	Subtotal				\$3,640.00
	Design costs	5%			\$182.00
	Contingency	15%			\$546.00
	TOTAL				\$4,368.00
17	Underwood Road/Powell St roundabout	\$200,000.00	100	1,3	\$200,000.00
	Subtotal				\$200,000.00
	Design costs	5%			\$10,000.00
	Contingency	15%			\$30,000.00
	TOTAL				\$240,000.00
18	Pomeroy Street/Ismay Avenue extension of roundabout apron	\$5,000.00	31.6	1-7	\$1,580.00
19	Pomeroy Street/Ismay Avenue roundabout – improved line marking	\$12,000.00	31.6	1-7	\$3,792.00
	Subtotal				\$5,372.00
	Design	5%			\$268.60
	Contingency	15%			\$805.80
	TOTAL				\$6,446.40
	HOME BUSH - SOUTH OF M4				
20	Parramatta road Streetscape works (1km of road)				
	Landscaping (sqm)	\$142.70	100	1,2,3,4	\$1,141,600.00
	Seating (20-30m apart)	\$2,162.00	100	1,2,3,4	\$144,133.33
	Lighting (every 30m)	\$8,705.95	100	1,2,3,4	\$580,396.67

PART I - ROADS AND TRAFFIC COST BREAKDOWNS

Table I.3 – Road and Traffic Management Works Continued

	Capital Works	Full Cost	% attributable to s94	Levied Precinct	Funds available through Direct plan
	Art works (x2)	\$10,000.00	100	1,2,3,4	\$20,000.00
	Subtotal				\$1,886,130.00
	Design	5%			\$94,306.50
	Contingency	15%			\$282,919.50
	Less monies from 2001 Direct Contributions Plan				-\$181,409.80
	TOTAL				\$2,081,946.20
21	Loftus crescent/Bridge Road - Intersection Treatment - Roundabout	\$200,000.00	100	3,4	\$200,000.00
	Subtotal				\$200,000.00
	Design	5%			\$10,000.00
	Contingency	15%			\$30,000.00
	Less monies from 2001 Direct Contributions Plan				-\$3,400.00
	TOTAL				\$236,600.00
22	Loftus Crescent raised threshold east of Crane Street	\$30,000.00	31.6	1-7	\$9,480.00
23	Loftus Crescent raised threshold mid block between Crane Street and roundabout at Subway Lane	\$30,000.00	31.6	1-7	\$9,480.00
	Subtotal	\$60,000.00			\$18,960.00
	Design costs	5%			\$948.00
	Contingency	15%			\$2,844.00
	TOTAL				\$22,752.00
	HOME BUSH SOUTH OF RAIL LINE				
24	Bridge Road - parking lanes from Parramatta Road to Mackenzie Street	\$6,000.00	31.6	1-7	\$1,896.00
25	Mackenzie Street – parking lanes from Bridge Road to Arthur Street				
	Subtotal				\$1,896.00
	Design	5%			\$94.80
	Contingency	15%			\$284.40
	TOTAL				\$2,275.20
26	The Crescent/Bridge Road roundabout and associated works - completed	\$70,000.00	100	3,4	\$70,000.00
	Subtotal				\$70,000.00
	Design	5%			\$3,500.00
	Contingency	15%			\$10,500.00
	Less monies from 2001 Direct Contributions Plan				-\$43,538.35
	TOTAL				\$40,461.65
27	The Crescent /west of Bridge Road parking lanes	\$10,000.00	31.6	1-7	\$3,160.00
28	The Crescent/west of Bridge Road raised thresholds west of Mackenzie Street	\$30,000.00	31.6	1-7	\$9,480.00
29	The Crescent/west of Bridge Road bicycle refuge west of Bates Street	\$65,000.00	31.6	1-7	\$20,540.00
30	The Crescent/East of Bridge Road parking lanes	\$6,000.00	31.6	1-7	\$1,896.00
31	The Crescent/East of Bridge Road raised threshold reconstruction	\$20,000.00	31.6	1-7	\$6,320.00
32	The Crescent/East of Bridge Road roundabout at Meredith Street	\$200,000.00	31.6	1-7	\$63,200.00
	Subtotal	\$331,000.00			\$104,596.00
	Design	5%			\$5,229.80
	Contingency	15%			\$15,689.40
	TOTAL				\$125,515.20
	HOME BUSH TOWN CENTRE PRECINCT				
33	The Crescent/Subway lane Roundabout and associated works - completed	81,000	100	3,4	\$81,000.00
34	The Crescent/Subway Lane Raised pedestrian crossing completed	30,000	100	3,4	\$30,000.00
	Subtotal				\$111,000.00
	Design	5%			\$5,550.00
	Contingency	15%			\$16,650.00
	Less monies from 2001 Direct Contributions Plan				-\$43,538.35
	TOTAL				\$89,661.65
36	The Crescent/Homebush Village left in/left out to carpark median island construction	\$8,000.00	31.6	1-7	\$2,528.00
37	The Crescent/Homebush Village roundabout at Rochester Street	\$200,000.00	31.6	1-7	\$63,200.00

PART I - ROADS AND TRAFFIC COST BREAKDOWNS

Table I.3 – Road and Traffic Management Works Continued

	Capital Works	Full Cost	% attributable to s94	Levied Precinct	Funds available through Direct plan
38	The Crescent/Homebush Village raised threshold west of Homebush Road	\$30,000.00	31.6	1-7	\$9,480.00
40	Rochester Street – parking spaces The Crescent to Abbotsford Road	\$1,000.00	31.6	1-7	\$316.00
41	Rochester Street raised median The Crescent to Burlington Road – completed	31359.50	31.6	1-7	\$9,909.60
42	Rochester Street/Burlington Road raised threshold	\$30,000.00	31.6	1-7	\$9,480.00
43	Rochester Street/Abbotsford Road roundabout – completed	\$50,000.00	31.6	1-7	\$15,800.00
44	Rochester Street parking line from Burlington Road to Arthur Street	\$4,000.00	31.6	1-7	\$1,264.00
45	Burlington Road raised threshold midblock between Bridge Road and Meredith Street	\$30,000.00	31.6	1-7	\$9,480.00
46	Burlington Road/Meredith Street roundabout – completed	\$50,000.00	31.6	1-7	\$15,800.00
47	Burlington Road raised threshold midblock between Meredith Street and Rochester Street	\$30,000.00	31.6	1-7	\$9,480.00
48	Burlington Road parking spaces east of Rochester Street	\$3,000.00	31.6	1-7	\$948.00
49	Burlington Road raised threshold mid block Rochester Street and Homebush Road	\$30,000.00	31.6	1-7	\$9,480.00
50	Abbotsford Road raised threshold mid block between Bridge Road and Meredith Street	\$30,000.00	31.6	1-7	\$9,480.00
51	Abbotsford Road/Meredith Street roundabout - completed	\$25,823.86	31.6	1-7	\$8,160.34
52	Abbotsford Road raised threshold between Meredith Street and Rochester Street	\$15,000.00	31.6	1-7	\$4,740.00
53	Abbotsford Road parking spaces midblock threshold to Rochester Street	\$3,000.00	31.6	1-7	\$948.00
54	Abbotsford Road/Rochester Street roundabout – completed	\$50,000.00	31.6	1-7	\$15,800.00
55	Abbotsford Road Parking spaces from Rochester Street to mid block threshold	\$1,500.00	31.6	1-7	\$474.00
56	Abbotsford Road raised threshold west of Melrose Street	\$30,000.00	31.6	1-7	\$9,480.00
57	Homebush Road -The Crescent to Arthur Street- parking lines	\$6,000.00	31.6	1-7	\$1,896.00
58	Homebush Road -The Crescent to Arthur Street - pedestrian refuge Burlington Rd to Abbotsford Rd	\$65,000.00	31.6	1-7	\$20,540.00
	Subtotal	\$723,683.36			\$228,683.94
	Design	5%			\$11,434.20
	Contingency	15%			\$34,302.59
	TOTAL				\$274,420.73
	HOME BUSH WEST/FLEMINGTON VILLAGE				
59	The Crescent /Flemington Village raised threshold west of Hampstead Road – completed	\$15,000.00	31.6	1-7	\$4,740.00
60	Henley Road/Village Shopping area roundabout at Exeter Street intersection	\$200,000.00	31.6	1-7	\$63,200.00
61	Henley Road/Village Shopping area raised threshold The Crescent	\$30,000.00	31.6	1-7	\$9,480.00
62	Henley Road/Village Shopping area parking bays The Crescent to Exeter	\$10,000.00	31.6	1-7	\$3,160.00
63	Henley Road/Tavistock Road roundabout	\$200,000.00	31.6	1-7	\$63,200.00
64	Henley Road parking lines Exeter Road to Arthur Street	\$6,000.00	31.6	1-7	\$1,896.00
65	Hornsey Road raised threshold south of Exeter Road	\$30,000.00	31.6	1-7	\$9,480.00
66	Hornsey Road/Tavistock Road roundabout – completed	\$47,267.72	31.6	1-7	\$14,936.60
67	Hampstead Road parking spaces from The Crescent to Kessell Avenue	\$2,000.00	31.6	1-7	\$632.00
68	Hornsey Road parking spaces The Crescent to Exeter Road	\$1,000.00	31.6	1-7	\$316.00
	Subtotal	\$541,267.72			\$171,040.60
	Design	5%			\$8,552.03
	Contingency	15%			\$25,656.09
	TOTAL				\$205,248.72
	TOTAL AREA A				\$3,624,551.26

PART I - ROADS AND TRAFFIC COST BREAKDOWNS

Table I.3 – Road and Traffic Management Works Continued

Capital Works		Full Cost	% attributable to s94	Funds available through Direct plan	
AREA B					
HOMEBUSH ROAD (NORTH)					
1	Homebush Road/Albert Road cross junction roundabout - completed	\$90,000.00	31.6	1-7	\$28,440.00
2	Homebush Road pedestrian signals between Oxford Road and Churchill Avenue	\$100,000.00	31.6	1-7	\$31,600.00
3	Homebush Road blister islands at Brunswick Avenue, Alviston Street, Woodward Avenue, Victoria Street, Mintaro Avenue	\$150,000.00	31.6	1-7	\$47,400.00
4	Homebush Road/Strathfield Park extension of pedestrian refuge for full length of park	\$15,000.00	31.6	1-7	\$4,740.00
5	Homebush Road parking lane treatment	\$10,000.00	31.6	1-7	\$3,160.00
6	East of Homebush Road parking lane lines	\$4,000.00	31.6	1-7	\$1,264.00
Subtotal		\$369,000.00			\$116,604.00
STRATHFIELD (WEST)					
7	Pemberton Street/Shortland Avenue roundabout	\$200,000.00	31.6	1-7	\$63,200.00
8	Pemberton Street/Karuah Street roundabout	\$200,000.00	31.6	1-7	\$63,200.00
9	Pemberton Street/Boden Reserve pedestrian refuge	\$65,000.00	31.6	1-7	\$20,540.00
10	Pemberton Street 2 raised thresholds between Shortland Avenue and Arthur Street (bus access)	\$60,000.00	31.6	1-7	\$18,960.00
11	Pemberton Street parking lines between Barker Road and Arthur Street	\$5,000.00	31.6	1-7	\$1,580.00
12	Barker Road and Todman Place intersection treatment	\$40,000.00	31.6	1-7	\$12,640.00
13	Barker Road/Redmyre Road / Elwin Street roundabout	\$200,000.00	31.6	1-7	\$63,200.00
14	Barker Road blister islands at Howard Street, Wilson Street and Oxford Street	\$90,000.00	31.6	1-7	\$28,440.00
15	Barker Road no stopping signs on northern side of Barker Road	\$200.00	31.6	1-7	\$63.20
16	Barker Road blister island on southern side of west of Wallis Avenue	\$30,000.00	31.6	1-7	\$9,480.00
17	Barker Road/Marion Street roundabout	\$200,000.00	31.6	1-7	\$63,200.00
18	Wallis Avenue/High Street roundabout	\$200,000.00	31.6	1-7	\$63,200.00
19	Wallis Avenue Pedestrian refuge Glenarvon Street and Ravenna Street adjacent Wallis Reserve	\$65,000.00	31.6	1-7	\$20,540.00
20	Wallis Avenue raised threshold between Ada Avenue and Newton Road	\$30,000.00	31.6	1-7	\$9,480.00
21	Wallis Avenue raised threshold between Verona Street and Augusta Street (bus access)	\$30,000.00	31.6	1-7	\$9,480.00
22	Wallis Avenue/Strathlora Street blister islands	\$30,000.00	31.6	1-7	\$9,480.00
23	South Street/Ada Avenue roundabout	\$200,000.00	31.6	1-7	\$63,200.00
24	South Street/Newton Road roundabout	\$200,000.00	31.6	1-7	\$63,200.00
25	South Street raised threshold between Ada Avenue and Newton Road (bus access)	\$30,000.00	31.6	1-7	\$9,480.00
26	Newton Road/Pemberton Road intersection signs	\$6,000.00	31.6	1-7	\$1,896.00
27	Newton Road/Wilson Road roundabout	\$200,000.00	31.6	1-7	\$63,200.00
28	Newton Road parking lines	\$10,000.00	31.6	1-7	\$3,160.00
29	Newton Road/Firth Avenue parking lanes	\$4,000.00	31.6	1-7	\$1,264.00
	Resident Parking Scheme				\$0.00
30	Shortland Avenue signage between Francis Street and Fraser Street	\$200.00	31.6	1-7	\$63.20
31	Fraser Street signage between Shortland Avenue and Edgar Street	\$400.00	31.6	1-7	\$126.40
32	Edgar Street signage between Fraser and Marion Streets	\$200.00	31.6	1-7	\$63.20
33	Edgar Street signage between Francis and Marion Streets	\$200.00	31.6	1-7	\$63.20
Subtotal		\$2,096,200.00			\$662,399.20
STRATHFIELD (EAST)					
34	Redmyre Road parking lane lines	\$3,000.00	31.6	1-7	\$948.00
35	Redmyre Road/Homebush Road line markings	\$6,000.00	31.6	1-7	\$1,896.00
36	Oxford Road/Homebush Road pedestrian refuge	\$65,000.00	31.6	1-7	\$20,540.00
37	Albyn Road/Florence Street raised threshold (bus access)	\$30,000.00	31.6	1-7	\$9,480.00
Subtotal		\$104,000.00			\$32,864.00
SOUTH STRATHFIELD					
38	Hedges Avenue centreline markings over bridge	\$3,000.00	31.6	1-7	\$948.00

PART I - ROADS AND TRAFFIC COST BREAKDOWNS

Table I.3 –Road and Traffic Management Works Continued

	Capital Works	Full Cost	% attributable to s94	Levied Precinct	Funds available through Direct plan
39	Hedges Avenue/Myrna Road pedestrian refuge	\$65,000.00	31.6	1-7	\$20,540.00
40	Myrna Road/Ada Avenue sign treatment	\$6,000.00	31.6	1-7	\$1,896.00
41	Chalmers Road raised threshold north of West Street – completed	\$20,000.00	31.6	1-7	\$6,320.00
Subtotal		\$94,000.00			\$29,704.00
Subtotal Area B		\$2,663,200.00			\$841,571.20
Design costs		5%			\$42,078.56
Contingency		15%			\$126,235.68
TOTAL AREA B					\$1,009,885.44

ROADS AND TRAFFIC MANAGEMENT WORKS - LEVIED TO S94	\$4,634,436.70
ROADS AND TRAFFIC MANAGEMENT WORKS - CONTRIBUTIONS RECEIVED	\$8,746,191.24
ROADS AND TRAFFIC MANAGEMENT WORKS - COUNCIL COSTS	\$4,290,747.74
TOTAL ROADS AND TRAFFIC MANAGEMENT WORKS	\$17,671,375.68

PART I - MAJOR OPEN SPACE - COST BREAKDOWNS

Table M.1 Airey Park

Embellishment Works	Unit	Unit Rate	No.	Total Cost
Masterplan/Design		2%	\$5,888,937.24	\$117,778.74
Stage 1				
Sportsground Embellishment				
20m Light Pole 2 phillips optivision per pole	per item	\$30,000.00	3	\$90,000.00
Fencing (Steel 1.2m fleur de lis style)	lm	\$187.47	460	\$86,236.20
Gates double (fleur de lis 3000mm wide)	per item	\$1,224.95	1	\$1,224.95
Gates single (fleur de lis 1000mm wide)	per item	\$644.80	6	\$3,868.80
Other Embellishment				
Outdoor fitness centre				\$115,775.00
Shade Structure				\$20,000.00
Seating and equipment				\$35,000.00
Landscaping				\$10,000.00
Subtotal Stage 1				\$362,104.95
Stage 2				
1B Bates street - fenced outdoor activity area				
Play equipment (toddler) with fencing	per set	\$73,198.50	1	\$73,198.50
Shade structure	per structure	\$152.63	190	\$28,999.70
Turf surface	per sqm	\$82.00	120	\$9,840.00
Soft fall	per sqm	\$232.00	190	\$44,080.00
Tables and chairs	per set	\$1,380.00	6	\$8,280.00
Small under 7s bike track		\$33,799.00	1	\$33,799.00
Landscaping				\$10,000.00
Pathway Embellishment				
Widen 2 existing bridges and build cycle path around oval to improve pedestrian and cycle facilities				\$170,000.00
Equal access pathways				\$60,000.00
Landscaping				\$54,080.00
Improve Amenities, including kiosk/café				
Pilot Café - pop up facility				\$40,000.00
Café/Restaurant Building	sqm	\$2,370.00	60	\$142,200.00
Plaza/outdoor area for kiosk/cafe	/sqm	\$288.00	400	\$115,200.00
Amenities Block	m2	\$2,370.00	200	\$474,000.00
Design and drawings		5%	474,000	\$23,700.00
Car Parking	per space	\$6,300.00	20	\$126,000.00
Subtotal - Stage 2				\$1,413,377.20
Stage 3				
High Capacity surface (artificial turf)	per sqm	\$103.00	14279	\$1,470,737.00
Lighting	per item	\$8,705.95	20	\$174,119.00
Seating	per item	\$1,496.78	4	\$5,987.12
Picnic areas, including tables, BBQs, shelters, seats, bins.	per area	\$38,719.00	4	\$154,876.00
Bike/Road training facility	per lin m	\$225.33	150	\$33,799.50
Dog refuse bins	per item	\$882.00	2	\$1,764.00
Water station	per item	\$5,334.03	3	\$16,002.09
Subtotal - Stage 3				\$1,857,284.71
Stage 4				
Large high intensity play area				\$2,000,000.00
Teen/tween area				
Play equipment (Older)	per set	\$79,189.00	1	\$79,189.00
Shade structure	per structure	\$152.63	190	\$28,999.70
Handball Court	per item	\$1,077.00	4	\$4,308.00
Tennis Wall	per item	\$22,570.00	1	\$22,570.00
Badminton/Volley Ball Area	per court	\$7,856.84	2	\$15,713.68
Children/tweens cross country bike circuit, including jumps etc	per track	\$68,890.00	1	\$68,890.00
Bicycle racks, secure parking	per bike	\$100.00	10	\$1,000.00
Off-leash area			1	\$35,500.00
Subtotal Stage 4				\$2,256,170.38
WORKS TOTAL				\$5,888,937.24
WORKS AND DESIGN TOTAL				\$6,006,715.98

PART I - MAJOR OPEN SPACE - COST BREAKDOWNS

Table M.2 Bark Huts Reserve

Embellishment Works	Unit	Unit Rate	No.	Total Cost
Masterplan/design		2%	\$4,637,575.15	\$92,751.50
Stage 1				
20m Light Pole 2 phillips optivision per pole	per item	\$30,000.00	2	\$60,000.00
Turf wicket extension and field reconfiguration				\$30,000.00
Landscaping				\$19,200.00
Cricket Practice Nets (5)				\$140,000.00
Pilot Café - pop up facility				\$40,000.00
Amenities Block 4 changerooms, 4 storerooms, Council store, kiosk/cafe & toilet	m2	\$2,370.00	250	\$592,500.00
Plaza area	per sqm	\$288.00	200	\$57,600.00
Water station	per item	\$5,334.03	1	\$5,334.03
Design and Drawings (5% of amenities block)		5%	\$592,500.00	\$29,625.00
Subtotal Stage 1				\$974,259.03
Stage 2				
High Capacity surface (artificial turf)	per sqm	\$103.00	16500	\$1,699,500.00
Upgrade playground - small high intensity playground				\$1,000,000.00
Handball Court	per item	\$1,077.00	2	\$2,154.00
Tennis Wall	per item	\$1,995.00	1	\$1,995.00
Badminton/Volleyball court		\$7,856.24	2	\$15,712.48
Play equipment (older)	per set	\$79,189.00	1	\$79,189.00
Outdoor Gym	per set	\$60,000.00	1	\$60,000.00
Recreational walking path/ tweens bike circuit around park	per lin m	\$96.40	600	\$57,840.00
Lighting	per item	\$8,705.95	20	\$174,119.00
Park Bench	per item	\$1,496.78	6	\$8,980.68
Subtotal Stage 2				\$3,099,490.16
Stage 3				
Under 7's bike circuit	per lin m	\$225.33	150	\$33,799.50
Water station	per item	\$5,334.03	2	\$10,668.06
Landscaping				\$32,840.00
Nature play area	per sqm	\$216.74	200	\$43,348.00
Shade structure	per structure	\$152.63	380	\$57,999.40
Picnic areas, including tables, BBQs, shelters, seats, bins.	per area	\$38,719.00	3	\$116,157.00
Large community garden	per item	\$172,150.00	1	\$172,150.00
Dog refuse bins	per item	\$882.00	2	\$1,764.00
Bicycle racks, secure parking	per bike	\$100.00	6	\$600.00
Car Parking		\$6,300.00	15	\$94,500.00
Sub Total Stage 3				\$563,825.96
WORKS TOTAL				\$4,637,575.15
WORKS AND DESIGN TOTAL				\$4,730,326.65

PART I - MAJOR OPEN SPACE - COST BREAKDOWNS

Table M.3 Begnell Field

Embellishment Works	Unit	Unit Rate	No.	Total Cost
Masterplan/Design		2%	\$3,062,569.73	\$61,251.39
Stage 1				
Amenities Block				
4 changerooms, 4 storerooms, Council store, kiosk & toilet	m2	\$2,370.00	200	\$474,000.00
Paved area	sqm	\$288.00	200	\$57,600.00
Water station	per item	\$5,334.03	1	\$5,334.03
Landscaping				\$20,000.00
Design and drawings (5% of amenities block)		5%	\$474,000.00	\$23,700.00
Playing Field Irrigation				
Irrigation Controller Cloudmaster 20 station	per unit	\$2,640.00	1	\$2,640.00
Irrigation Controller Installation	per unit	\$3,370.00	1	\$3,370.00
Irrigation				\$55,000.00
Pumps & Bores	per unit	\$10,000.00	1	\$10,000.00
Playing Field Upgrade				
High Capacity surface (artificial turf)	per sqm	\$103.00	11000	\$1,133,000.00
New Scoreboard				\$6,000.00
Subtotal Stage 1				\$1,790,644.03
Stage 2				
Site lighting - road and parking	per lamp	\$8,705.95	16	\$139,295.20
Road reconstruction and carparking				\$100,000.00
Play ground (toddler)		\$73,198.50	1	\$73,198.50
Fencing of oval				\$85,000.00
Landscaping				\$35,230.00
Spectator seating (grandstand)	m2	\$800.00	950	\$760,000.00
Picnic areas, including tables, BBQs, shelters, seats, bins.	per area	\$38,719.00	2	\$77,438.00
Dog Refuse Bin	per item	\$882.00	2	\$1,764.00
Subtotal Stage 2				\$1,271,925.70
WORKS TOTAL				\$3,062,569.73
WORKS AND DESIGN TOTAL				\$3,123,821.12

PART I - MAJOR OPEN SPACE - COST BREAKDOWNS

Table M.4 Bressington Park

Embellishment Works	Unit	Unit Rate	No.	Total Cost
Masterplan/Design		2%	\$3,927,735.40	\$78,554.71
Stage 1				
Irrigation				
Irrigation Controller Cloudmaster 20	per unit	\$2,640.00	1	\$2,640.00
55 Irrigation Controller Installation	per unit	\$3,370.00	1	\$3,370.00
Irrigation				\$55,000.00
Pumps & Bores	per unit	\$10,000.00	1	\$10,000.00
Subtotal Stage 1				\$71,010.00
Stage 2				
Realignment of Sportsground including cap mound and landscaping				\$160,000.00
High Capacity surface (artificial turf)	sqm	\$103.00	19000	\$1,957,000.00
20m Light Pole 2 philips optivision per pole	per item	\$30,000.00	8	\$240,000.00
Amenities Block 4 changerooms, 4 storerooms, Council store, kiosk/cafe & toilet	m2	\$2,370.00	200	\$474,000.00
Design and Drawings (5% of amenities block)		5%	\$474,000.00	\$23,700.00
Paved Area	sqm	\$288.00	200	\$57,600.00
Water statiaon		\$5,334.03	1	\$5,334.03
Pathway 100mm SL72 Mesh	m2 (57lm x 1.8 m wide)	\$102.26	320	\$32,723.20
Reconfiguration of carpark				\$250,000.00
Landscaping				\$31,340.00
Subtotal Stage 2				\$3,231,697.23
Stage 3				
Active Teens area				
Water station	per item	\$5,334.03	1	\$5,334.03
BMX bike track/jump park	per track	\$68,890.00	1	\$68,890.00
Secure bike racks	per bike	\$100.00	6	\$600.00
Construction of outdoor fitness centre				\$40,000.00
Tennis Wall	per item	\$22,570.00	1	\$22,570.00
Badminton/Volley Ball Area	per court	\$7,856.84	2	\$15,713.68
Basketball Court (full)	per court	\$237,583.46	1	\$237,583.46
Skatepark	per park	\$233,455.00	1	\$233,455.00
Dog Refuse Bin	per item	\$882.00	1	\$882.00
Subtotal Stage 3				\$625,028.17
WORKS TOTAL				\$3,927,735.40
WORKS AND DESIGN TOTAL				\$4,006,290.11

PART I - MAJOR OPEN SPACE - COST BREAKDOWNS

Table M.5 Cooke Park

Embellishment Works	Unit	Unit Rate	No.	Total Cost
Masterplan/Design		2%	\$2,593,688.26	\$51,873.77
Sportsground Improvements				
Amenities block – 4 changerooms, storerooms, kiosk and toilet 200m2 @ \$2,370.00/m2		\$2,370.00	200	\$474,000.00
Paved area		\$288.00	200	\$57,600.00
Design and drawings (5% of amenities block)		5%	\$474,000.00	\$23,700.00
20m Light Pole 2 philips optivision per pole – 6 off				\$180,000.00
New carparking facilities				\$250,000.00
High Capacity surface (artificial turf)	per sqm	\$103.00	6500	\$669,500.00
Playground - toddler		\$73,198.50	1	\$73,198.50
Shade Structure (toddler play)	per sqm	\$152.63	190	\$28,999.70
Fencing (toddler play)	per lin m	\$150.00	85	\$12,750.00
Gates (toddler play)	per item	\$490.00	1	\$490.00
Lighting	per post	\$3,146.00	7	\$22,022.00
Water station	per item	\$5,334.03	2	\$10,668.06
Dog Refuse Bin	per item	\$882.00	1	\$882.00
Picnic areas, including tables, BBQs, shelters, seats, bins.	per area	\$38,719.00	2	\$77,438.00
Full Basketball court	per item	\$237,583.00	2	\$475,166.00
Handball court	per item	\$1,007.00	4	\$4,028.00
Volleyball/Badminton Court		\$7,856.00	2	\$15,712.00
Tennis wall		\$22,570.00	1	\$22,570.00
Play Equipment (Older)	per set	\$79,189.00	1	\$79,189.00
Outdoor gym	per set	\$115,775.00	1	\$115,775.00
WORKS TOTAL				\$2,593,688.26
WORKS AND DESIGN TOTAL				\$2,645,562.03

Table M.6 Dean Reserve

Embellishment Works	Unit	Unit Rate	No.	Total Cost
Masterplan/Design		2%	\$551,697.00	\$11,033.94
Pathways, carpark and playground – completed				\$300,000.00
Additional Lighting				\$30,000.00
Nature play area		\$216.00	200	\$43,200.00
Handball Courts		\$1,077.00	4	\$4,308.00
Tennis Wall		\$22,570.00	1	\$22,570.00
Peripheral Bike/walking track		\$96.04	500	\$48,020.00
Under 7s bike track		\$33,799.00	1	\$33,799.00
Installation of facilities including bubblers and picnic tables				\$35,000.00
Landscaping works including planting				\$34,800.00
WORKS TOTAL				\$551,697.00
WORKS AND DESIGN TOTAL				\$562,730.94

PART I - MAJOR OPEN SPACE - COST BREAKDOWNS

Table M.7 Edwards Park

Embellishment Works	Unit	Unit Rate	No.	Total Cost
Masterplan/Design		2%	\$1,085,080.12	\$21,701.60
<i>Play areas</i>				
Water play area equipment				\$7,000.00
Water play installation				\$20,000.00
Upgrade play equipment for toddlers, incl fencing		\$73,198.50		\$73,198.50
<i>Recreational pathways</i>				
Under 7's bike circuit	per lin m	\$225.00	95	\$21,375.00
Recreational walking path/ tweens bike circuit around park	per lin m	\$96.04	300	\$28,812.00
Bicycle racks	per item	\$100.00	3	\$300.00
<i>Lighting - Augment</i>	per item	\$8,705.95	10	\$87,059.50
<i>Tween area</i>				
Climbing equipment	per item			\$79,189.00
1/2 size hard court area	per item			\$150,414.88
Handball courts		\$1,077.00	4	\$4,308.00
Upgrade informal sports area surfaces for increased use	per sq m	\$82.00	2000	\$164,000.00
Dog refuse bins	per item	\$882.00	1	\$882.00
Water station	per item	\$2,900.00	1	\$2,900.00
Outdoor Gym (small)	per item	\$60,000.00	1	\$60,000.00
Seating	per item	\$1,496.78	8	\$11,974.24
Landscaping				\$56,448.00
Picnic area	per set	\$38,719.00	1	\$38,719.00
Small plaza area	per sq m	\$288.00	200	\$57,600.00
Pilot Café - pop up facility				\$40,000.00
Indoor recreation area within community facility, incl. café space	per sq m	\$1,809.00	100	\$180,900.00
WORKS TOTAL				\$1,085,080.12
WORKS AND DESIGN TOTAL				\$1,106,781.72

Table M.8 Freshwater Park

Embellishment Works	Unit	Unit Rate	No.	Total Cost
Masterplan/Design		2%	\$550,815.00	\$11,016.30
Build junior cricket wicket facilities				\$15,000.00
Amenities block 2 changerooms and storeroom, kiosk and toilets – 100m2 @ \$2,370.00		\$2,370.00	150	\$355,500.00
Paved Area		\$288.00	200	\$57,600.00
Design and drawings (5% of amenities block)		5%	\$355,500.00	\$17,775.00
Lighting of Facility				\$20,000.00
Landscaping				\$15,940.00
New cycling infrastructure (bubblers , cycling rack etc.)				\$9,000.00
New outdoor fitness centre				\$60,000.00
WORKS TOTAL				\$550,815.00
WORKS AND DESIGN TOTAL				\$561,831.30

Table M.9 Hudson Park

Embellishment Works	Unit	Unit Rate	No.	Total Cost
Masterplan/Design		2%	\$1,149,623.00	\$22,992.46
Sportsfield Upgrade				
High Capacity surface (artificial turf)	per sqm	\$103.00	8700	\$896,100.00
Lighting				\$30,000.00
Landscaping				\$52,800.00
Seating				\$12,500.00
Water Station		\$5,334.00	1	\$5,334.00
Playground (older)		\$79,189.00	1	\$79,189.00
Irrigation				\$73,700.00
WORKS TOTAL				\$1,149,623.00
WORKS AND DESIGN TOTAL				\$1,172,615.46

PART I - MAJOR OPEN SPACE - COST BREAKDOWNS

Table M.10 Mason Park

Embellishment Works	Unit	Unit Rate	No.	Total Cost
Masterplan/Design		2%	\$3,430,075.00	\$68,601.50
Sportsfield Improvements				
Field reconfiguration				\$30,000.00
High Capacity surface (artificial turf)	per sqm	\$103.00	22305	\$2,297,415.00
20m Light Pole 2 phillips optivision per pole	per item	\$30,000.00	2	\$60,000.00
Drainage of sportsground				\$58,000.00
Amenities Improvements				
Amenities Block 4 changerooms, 4 storerooms, Council store, kiosk & toilet	m2	\$2,370.00	200	\$474,000.00
Paved Area	sqm	\$288.00	200	\$57,600.00
Design and Drawings (5% of amenities block)		5%	\$474,000.00	\$23,700.00
Signage				\$10,000.00
Parking				
Carparking and access				\$160,000.00
Equal access (Details)				\$60,000.00
Landscaping				\$10,000.00
Vehicular bridge to provide access and overflow parking for Mason and Bressington Parks				\$80,000.00
Carpark lighting				\$20,000.00
Fencing and bollards				\$38,000.00
Turfing and landscaping				\$51,360.00
WORKS TOTAL				\$3,430,075.00
WORKS AND DESIGN TOTAL				\$3,498,676.50

Table M.11 Powells Creek Land Acquisition

Land Acquisition Costs	Total Cost
Stage 2 works	
Land acquisition of additional Powells Creek Open Space (20A Parramatta Road) and additional land to allow walkway/access including legal costs etc. Estimated acquisition costs	\$774,792.78
Acquisition Ismay Avenue - 3 properties (2,4,6 Ismay Avenue) including legal costs etc	\$4,500,000.00
Legal Costs	per lot \$10,000.00 4 \$40,000.00
Demolition - House (Cavity Brick Wall Concrete Slab Construction) 800m2 @ \$93.00/m2	\$74,400.00
subtotal	\$5,389,192.78
Less monies received from the 2001 Section 94 Development Contributions Plan	\$335,646.39
TOTAL	\$5,053,546.39

Table M.12 Ismay Ave

Works	Unit	Unit Rate	No.	Total Cost
Masterplan/Design		2%	\$318,000.00	\$6,360.00
Embellishment costs	per sqm	212	1500	\$318,000.00
WORKS TOTAL				\$318,000.00
WORKS AND DESIGN TOTAL				\$324,360.00

PART I - MAJOR OPEN SPACE - COST BREAKDOWNS

Table M.13 Powells Creek - Phase 1

Embellishment Works	Unit	Unit Rate	No.	Total Cost
Masterplan/Design		2%	\$7,637,796.12	\$152,755.92
Precinct 1 Pomeroy to Strathfield Creek (Play Area, Community Garden plaza etc)				
Shared pedestrian and cycle path				
Secondary walkway				
Equal Access & all age playground				
Entry Plaza (Pomeroy Street)				
Community Garden				
Fencing				
Car park modification				
Pedestrian crossing (Pomeroy Street)				
Landscaping				
Lighting				
Additional cost for equal access playground		\$131,962.65		\$131,962.65
Subtotal Precinct 1				\$3,375,711.34
Precinct 2 Strathfield Ck to Allen St (Off Leash Area, Crossing to Allen St, pathways etc)				
Shared Pedestrian and cycleway Path – Completed		\$30,000.00		\$30,000.00
Secondary walkway				
Landscaping – Completed		\$69,000.00		\$69,000.00
Pedestrian crossing raised threshold (Allen Street)				
Leash Free Area (excl fence) – Completed		\$42,602.00		\$42,602.00
Lighting				
Subtotal Precinct 2				\$1,151,071.42
Precinct 3 Allen St to M4 (Picnic Area & General Recreation Area)				
Shared pedestrian and cycle path				
Secondary walkway				
Decking over fig trees				
Viewing deck				
Picnic area				
Shelter				
Landscaping – Completed		\$100,000.00		\$100,000.00
Lighting				
Subtotal Precinct 3				\$1,137,810.02
Precinct 4 M4 to Parramatta Rd (pathway, plaza under M4 etc not including Basketball Courts (see local open space)				
Plaza/event space				
Share pedestrian and cyclepath				
Landscaping				
Lighting				
Amenity block (new toilets, kiosk)				
Subtotal Precinct 4				\$1,396,867.84
Additional Inclusions				
Pilot Café - pop up facility				\$40,000.00
Café/Restaurant Building	sqm	\$2,370.00	60	\$142,200.00
Car Parking	per space	\$6,300.00	20	\$126,000.00
Under 7's bike circuit	per lin m	\$225.33	150	\$33,799.50
Nature Play area	per sqm	\$216.74	700	\$151,718.00
Fencing of all ability/toddler play area	per lin m	\$150.00	85	\$12,750.00
Gate	per item	\$490.00	1	\$490.00
Water play area	per item	\$30,000.00	1	\$30,000.00
Passive games space				
Large chess board with pieces	per item	\$35,961.00	1	\$35,961.00
Bocce field	per field	\$3,417.00	1	\$3,417.00
Subtotal Additional Inclusions				\$576,335.50
WORKS TOTAL				\$7,637,796.12
WORKS AND DESIGN TOTAL				\$7,790,552.05

PART I - MAJOR OPEN SPACE - COST BREAKDOWNS

Table M.14 Powells Creek - Phase 2

Embellishment Works	Unit	Unit Rate	No	Total Cost
Masterplan/Design		2%	\$3,266,437.91	\$65,328.76
Stage 1				
Multipurpose Courts - 2x full size (2010 cost estimates)				
Safety Fencing - 6 months	lm	\$39.00	300	\$11,700.00
Soil Erosion Control	lm	\$31.80	300	\$9,540.00
Hardcourt (Basketball/Netball) 100mm SL72 Mesh court size 28x15m + 1.5m buffer for each court = 31x18m slab = 558m2per court	m2	\$102.26	1116	\$114,122.16
Trim & Grade Surface (hardcourt) machine	m2	\$3.95	1116	\$4,408.20
Line marking and surfacing	m2	\$50.00	1116	\$55,800.00
Fencing Chainwire Fence rail 3600mm high tennis court type + PCV coated mesh - part court only - allow for half of area	lm	\$236.83	420	\$99,468.60
Multiuise basketball/netball hoop and post supply and install. Heavy duty, full size competition tower heavy duty engineer Approved tower 2.4m projection.	per unit	\$2,854.50	4	\$11,418.00
Footing for posts (incl excavate and concrete)	per unit	\$3,500.00	4	\$14,000.00
Structural certification of posts (4)	item	\$3,500.00	1	\$3,500.00
Lighting - side lighting pole height 12-15m for double court, 100 Lux, supply and install	per light	\$90,000.00	1	\$90,000.00
Geotechnical report of existing conditions for post footing design purposes	item	\$3,500.00	1	\$3,500.00
Break up and dispose of concrete slab on site est 10m x 5m = 50m2	m2	\$42.44	50	\$2,122.00
Subtotal Stage 2 (2010 estimates)				\$419,578.96
Stage 1 - 2010 costs compounded CPI to 2015 costs				\$475,166.91
Subtotal Stage 1				\$475,166.91
Additional Works Stage 2				
Outdoor Gym	per set	\$115,775.00	1	\$115,775.00
Subtotal Stage 2				\$115,775.00
Powells Creek Corridor Parramatta Rd Overpass (2010 estimates) Stage 3				
Survey and Investigation	Item	\$10,000.00	1	\$10,000.00
Design	Item	\$125,000.00	1	\$125,000.00
Site establishment	Item	\$25,000.00	1	\$25,000.00
Traffic control	Item	\$100,000.00	1	\$100,000.00
Civil works and utilities	Item	\$250,000.00	1	\$250,000.00
Abutment A	Item	\$175,000.00	1	\$175,000.00
Stairs and ramps	Item	\$100,000.00	1	\$100,000.00
Abutment B	Item	\$175,000.00	1	\$175,000.00
Stairs and ramps	Item	\$100,000.00	1	\$100,000.00
Bridge deck	Sq.m	\$6,000.00	80	\$480,000.00
Lighting	Item	\$200,000.00	1	\$200,000.00
Safety screen	Item	\$100,000.00	1	\$100,000.00
Project Management	Item	\$50,000.00	1	\$50,000.00
Contingency 25%		25%	\$1,890,000.00	\$472,500.00
Subtotal Parramatta Road Overpass (2010 estimates)				\$2,362,500.00
Parramatta Road overpass - 2010 costs compounded CPI to 2015 costs				\$2,675,496.00
Subtotal Stage 3				\$2,675,496.00
WORKS TOTAL				\$3,266,437.91
WORKS AND DESIGN TOTAL				\$3,331,766.67

PART I - MAJOR OPEN SPACE - COST BREAKDOWNS

Table M.15 Parramatta Road Corridor

Embellishment Works	Unit	Unit Rate	No.	Total Cost
Masterplan/Design		2%	\$7,072,316.75	\$141,446.34
Total Building Size 2850m2 Site Area 5887				
Building Gymnasium sprung floor 2700m2				
(Rate 1745 + 64)	m2	\$1,809.00	2700	\$4,884,300.00
Basement Carparking 1000m2 (Rate 1560)	m2	\$1,560.00	1000	\$1,560,000.00
Toilets 2555 50m2	m2	\$2,555.00	50	\$127,750.00
Change rooms 2335 100m2	m2	\$2,335.00	100	\$233,500.00
Kiosk	m2	\$2,335.00	50	\$116,750.00
Landscaping 3037 (Rate \$47.75)	m2	\$47.75	3037	\$145,016.75
Signage	per item	\$2,500.00	2	\$5,000.00
WORKS TOTAL				\$7,072,316.75
WORKS AND DESIGN TOTAL				\$7,213,763.09

PART I - MAJOR OPEN SPACE - COST BREAKDOWNS

Table M.16 Strathfield Park

Item	Unit	Unit Rate	No.	Total Cost
Masterplan/Design		2%	\$8,947,516.44	\$178,950.33
Stage 1 - Sports Field Upgrades				
Drainage per Sportsfield	per sportsfield	\$50,000.00	3	\$150,000.00
20m Light Pole 2 phillips optivision per pole	per item	\$30,000.00	12	\$360,000.00
Stormwater Harvesting Project - Irrigation				\$250,000.00
High Capacity surface (artificial turf)	per sqm	\$103.00	16500	\$1,699,500.00
Field Seating (all fields)	lm		690	\$113,248.51
Stage 1 - SUBTOTAL				\$2,572,748.51
Stage 2 - Strathfield Masterplan Implementation				
Building reconstruction (incl kiosk café space)				
Demolition	sqm	\$361.00	250	\$90,250.00
Architectural design/drawings				\$45,000.00
Construction of new building	sqm	\$2,370.00	300	\$711,000.00
Paved outdoor area	sqm	\$350.00	600	\$210,000.00
temp fencing 1 year				\$10,000.00
Stage 2 - Subtotal				\$1,066,250.00
Stage 3 - Strathfield Masterplan Implementation Stage 2				
Large modern high intensity playground				\$2,000,000.00
Inclusive/All ability Playground				\$1,472,230.60
Main Path Upgrade	lm		1025	\$249,146.72
Night Lighting				\$300,000.00
Lighting/bollards				\$30,000.00
stair between F1 and amenities				\$84,936.38
Park Entrances - walls signage paving				\$103,000.00
Fitness Stations				\$67,213.43
Planting				\$86,400.00
Mulching				\$18,000.00
WSUD - dry creek bed, Boulders, boardwalk, WSUD playground				\$84,936.38
Bluemetal driveway				\$22,402.82
Nursery planting area building				\$42,693.50
Stage 3 - Subtotal				\$4,560,959.83
Stage 4 - Youth Area				
x3 Multi-use Basketball/Netball Posts				
safety fencing - 6 months	lm	\$12.00	450	
soil erosion control	lm	\$28.78	450	
hardcourt (basketball/netball) 100mm SL72 Mesh court size 28x15m + 1.5m buffer for each court = 31x18m slab = 558m2 per court	m2	\$102.26	1674	
trim & Grade Surface (hardcourt) machine	m2	\$4.31	1674	
line marking and surfacing	m2	\$50.00	1674	
Fencing Chainwire Fence rail 3600mm high tennis court type + PCV coated mesh - part court only - allow for half of area	lm	\$236.83	630	
Multiuse basketball/netball hoop and post supply and install. Heavy duty, full size competition tower heavy duty engineer approved tower 2.4m projection.	per unit	\$2,854.50	6	
footing for posts (incl excavate and concrete)	per unit	\$3,500.00	6	
structural certification of posts (4)	item	\$3,500.00	1	
lighting - side lighting pole height 12-15m for double court, 100 lux, supply and install	per light	\$90,000.00	1	
geotechnical report of existing conditions for post footing design	item	\$3,500.00	1	
Total per court + CPI increase on 2010 costs		\$232,711.37	3	\$698,134.11
Tennis wall		\$22,570.00	1	\$22,570.00
Volleyball/Badminton Courts		\$7,856.00	2	\$15,712.00
Handball Courts		\$1,077.00	4	\$4,308.00
Bocce court		\$3,417.00	2	\$6,834.00
Stage 4 - Subtotal				\$747,558.11
TOTAL COST OF WORKS				\$8,947,516.44
TOTAL WORKS AND DESIGN				\$9,126,466.77

PART I - MAJOR OPEN SPACE - COST BREAKDOWNS

Table M.17 Strathfield Centre

Embellishment Works	Unit	Unit Rate	No.	Total Cost
Centre Study				\$150,000.00
Masterplan/Design		2%	\$2,826,627.00	\$56,532.54
Embellishment				
Granite Paving 30mm thick sawn slabs (Australian)	sqm	\$360.00	6105	\$2,197,800.00
Landscaping	sq m	\$142.70	1650	\$235,455.00
Furniture and Fixtures				
Seating	ea	\$2,162.00	7	\$15,134.00
Lighting	each	\$8,705.95	40	\$348,238.00
Art works	each	\$15,000.00	2	\$30,000.00
TOTAL WORKS				\$2,826,627.00
TOTAL WORKS AND DESIGN/STUDY				\$3,033,159.54

Table M.18 Strathfield Square

Embellishment Works	Unit	Unit Rate	No.	Total Cost
Masterplan/Design		2%	\$2,354,239.00	\$47,084.78
STAGE 1 (interim embellishment)				
Paving	per sq m	\$351.00	288	\$101,088.00
Furniture and Fixtures				\$135,390.00
Landscaping- Trees				\$25,000.00
Subtotal Stage 1				\$261,478.00
STAGE 2 - Redesign and Major Upgrade				
Earthworks, incl removal of concrete				\$205,700.50
Surfacing				
Granite Paving 30mm thick sawn slabs (Australian) or similar	m2	\$288.00	4278	\$1,232,064.00
Landscaping				\$95,000.00
Furniture and Fixtures				
Furniture				\$80,000.00
Lighting and power				\$50,000.00
Water Feature				\$300,000.00
Small innovative play space	per set	\$51,696.80	1	\$51,696.80
Shade Structure	per sqm	\$152.63	190	\$28,999.70
Tables/chairs	per set	\$1,380.00	10	\$13,800.00
Bicycle racks	per bike	\$100.00	10	\$1,000.00
Bicycle Lockers	per locker	\$2,300.00	15	\$34,500.00
Subtotal (Stage 2)				\$2,092,761.00
Subtotal Stage 1 and 2				\$2,354,239.00
Total Works and Design				\$2,401,323.78
Local Open Space Component (21%)				\$504,277.99
Major Open Space Component (79%)				\$1,897,045.79
TOTAL MOS (EXCLUSIVE GST)				\$1,897,045.79

PART I - MAJOR OPEN SPACE - COST BREAKDOWNS

Table M.19 Bay to Bay Cycleway

Embellishment Works	Unit	Unit Rate	No.	Total Cost
Masterplan/Design		2%	\$3,622,475.60	\$72,449.51
Design				
Stage 1 - Begnell Field to Water Street and across Cooks River				
Path 800m x 2.5	per sq m	\$140.00	2000	\$280,000.00
Cooks River Junction Bridge + design				\$225,000.00
Landscaping, mulching, turf and planting				\$177,400.00
Subtotal Stage 1				\$682,400.00
Stage 2 - Greenacre to Begnell Field				
Path 940m x 2.5	per sq m	\$140.00	2350	\$329,000.00
Landscaping, mulching, turf and planting				\$208,445.00
Subtotal Stage 2				\$537,445.00
Stage 3 - Embellishments				
Route improvements Airey Park to Bicentennial Park				\$700,000.00
Bicycle path links to major open space locations				\$1,000,000.00
Additional bicycle racks	per bike	\$100.00	50	\$5,000.00
Subtotal Stage 3				\$1,705,000.00
Stage 4 Teen recreation area				
Cross country bike track				\$68,890.00
Full size all purpose court	per item	\$205,487.36	1	\$205,487.36
Hand ball Courts		\$1,077.00	4	\$4,308.00
Tennis wall	per item	\$22,570.00	1	\$22,570.00
Badminton/Volleyball Court		\$7,856.24	1	\$7,856.24
Landscaping				\$50,000.00
Picnic Set	per item	\$38,719.00	1	\$38,719.00
Off-leash area	per sq m	\$37.64	1000	\$37,640.00
Dog refuse bin	per item	\$882.00	10	\$8,820.00
Water Station	per item	\$5,334.00	10	\$53,340.00
Landscaping				\$200,000.00
Subtotal Stage 4				\$697,630.60
WORKS TOTAL				\$3,622,475.60
WORKS AND DESIGN TOTAL				\$3,694,925.11

MAJOR OPEN SPACE WORKS - ACQUISITION	\$5,053,546.39
MAJOR OPEN SPACE WORKS - EMBELLISHMENT	\$63,827,390.83
MAJOR OPEN SPACE WORKS - TOTAL	\$68,880,937.22

PART I - LOCAL OPEN SPACE - COST BREAKDOWNS

PRECINCT 1

Table L.1 – Bill Boyce Reserve

Embellishment Works	Unit	Unit Rate	No.	Total Cost
Masterplan/Design		5%	\$126,693.28	\$10,000.00
Off-leash area				\$35,500.00
Park Bench	per item	\$1,496.78	1	\$1,496.78
Small Playground (Young)	per set	\$51,696.80	1	\$51,696.80
Shade Structure	per sqm	\$152.63	190	\$28,999.70
Landscaping				\$9,000.00
WORKS TOTAL				\$126,693.28
WORKS AND DESIGN TOTAL				\$136,693.28

Table L.2 – Mason Park Local Facilities

Embellishment Works	Unit	Unit Rate	No.	Total Cost
Masterplan/Design (note: to be combined with major open space design funds for Mason Park)		5%	\$433,734.88	\$21,686.74
Pedestrian/Cycling circuit around park				
Pathway	per lin m	\$96.04	800	\$76,832.00
Water station	per item	\$5,334.03	1	\$5,334.03
Lighting of path	per lamp	\$3,146.00	27	\$84,942.00
Park Bench	per item	\$1,496.78	4	\$5,987.12
Bins	per item	\$5,298.44	2	\$10,596.88
Dog Refuse Bin	per item	\$882.00	1	\$882.00
Playground				
All Ability Playground	per playground	\$205,161.15	1	\$205,161.15
Shade Structure	per sqm	\$152.63	190	\$28,999.70
Landscaping				\$15,000.00
WORKS TOTAL				\$433,734.88
WORKS AND DESIGN TOTAL				\$455,421.62

TOTAL WORKS PRECINCT 1	\$592,114.90
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PART I - LOCAL OPEN SPACE - COST BREAKDOWNS

PRECINCT 2

Table L.3 – Courallie Avenue Land Acquisition

Land Acquisition and Demolition Costs				Costs
Land acquisition costs including legal costs (31,33 Courallie Avenue)				\$1,800,000.00
Legal Costs	per lot	5000	2	\$10,000.00
Demolition - House (Cavity Brick Wall Concrete Slab Construction) 955m2 @ \$93/m2				\$88,815.00
Subtotal				\$1,898,815.00
Less monies received from the 2001 Section 94 Development Contributions Plan				\$394,900.00
TOTAL				\$1,503,915.00

Table L.4 – Courallie Avenue Embellishment

Embellishment Works	Unit	Unit Rate	No.	Total Cost
Masterplan/Design		5%	\$782,135.63	\$39,106.78
STAGE 1				
Site Preparation				
Safety Fence up to 6 months	lm	\$39.00	130	\$5,070.00
Soil Erosion Control	lm	\$31.80	130	\$4,134.00
Earthworks				
Trim & Grade Surface (all areas) Machine	m2	\$3.95	1007	\$3,977.65
Cultivate Subgrade (turf & garden) Machine	m2	\$0.42	799.5	\$335.79
Import and spread topsoil (Gardens only) Machine 50mm	m2	\$5.94	135	\$801.90
Turf Install (Buffalo)	m2	\$10.55	664.5	\$7,010.48
Mulch Gardens 75mm depth	m2	\$9.80	135	\$1,323.00
Landscaping				\$19,200.00
1/2 size multi purpose court				\$150,414.00
Playground and Furniture				
All age playground	per set	\$79,189.00	1	\$79,189.00
Shade Structure	per sqm	\$152.63	190	\$28,999.70
Picnic area	per	\$38,719.21	1	\$38,719.21
Services				
Water Station	per item	\$2,900.00	1	\$2,900.00
Bin (55 litre)	per item	\$2,649.00	1	\$2,649.00
Lighting	per item	\$8,705.95	2	\$17,411.90
Subtotal stage 1				\$362,135.63
STAGE 2				
Future embellishment (incl design)				\$420,000.00
Subtotal stage 2				\$420,000.00
WORKS TOTAL				\$782,135.63
WORKS AND DESIGN TOTAL				\$821,242.41

Table L.5 – Austin Park

Embellishment Works	Unit	Unit Rate	No.	Total Cost
Masterplan/Design		5%	\$509,750.00	\$25,487.50
STAGE 1				
Creative Playground				\$109,750.00
STAGE 2				
Future embellishment				\$400,000.00
WORKS TOTAL				\$509,750.00
WORKS AND DESIGN TOTAL				\$535,237.50

Table L.6 – Future Streetscape and Public Urban Space Improvements

Embellishment Works	Unit	Unit Rate	No.	Total Cost ex GST
Masterplan/Design		5%	\$335,000.00	\$16,750.00
Streetscape and Public Space Embellishments				\$335,000.00
WORKS TOTAL				\$335,000.00
WORKS AND DESIGN TOTAL				\$351,750.00

Total Land Acquisition	\$1,503,915.00
Total Embellishment	\$1,708,229.91
TOTAL PRECINCT 2	\$3,212,144.91

PART I - LOCAL OPEN SPACE - COST BREAKDOWNS

PRECINCT 3

Table L.7 – Smallwood Avenue Land Acquisition

Land Acquisition and Demolition Costs				Costs
Land acquisition costs including legal costs (3 LOTS OF LAND) LEGAL COSTS				\$7,530,000.00
Legal Costs	per lot	5000	3	\$15,000.00
Demolition - House (Cavity Brick Wall Concrete Slab Construction) 700m2 @ \$93.00/m2				\$65,100.00
Subtotal				\$7,610,100.00
Less potential funds from Sydney Markets Land swap				\$5,000,000.00
TOTAL				\$2,610,100.00

Table L.8 – Smallwood Avenue Embellishment

Embellishment Works	Unit	Unit Rate	No.	Total Cost
Masterplan/Design		5%	\$298,500.00	\$14,925.00
Cost per sq m based on Loftus Crescent works (2015)	per sqm	199	1500	\$298,500.00
WORKS TOTAL				\$298,500.00
WORKS AND DESIGN TOTAL				\$313,425.00

Table L.9 – 29 & 30 Loftus Crescent Land Acquisition

Land Acquisition and Demolition Costs				Costs
Land acquisition costs including legal costs				\$1,540,000.00
Demolition - House (Cavity Brick Wall Concrete Slab Construction) 650m2 @ \$93.00/m2				\$60,450.00
Subtotal				\$1,600,450.00
Less monies previously received from the 2001 Plan				\$394,900.00
TOTAL				\$1,205,550.00

Table L.10 – 29 & 30 Loftus Crescent Embellishment

Embellishment Works	Unit	Unit Rate	No.	Total Cost
Masterplan/Design		5%	\$1,349,184.77	\$67,459.24
STAGE 1				
Total quoted embellishment costs - 2015				\$249,184.77
Remediation				\$200,000.00
Subtotal Stage 1				\$449,184.77
STAGE 2				
Future embellishment (including high intensity play place integrated with urban place/plaza)				\$900,000.00
Subtotal Stage 2				\$900,000.00
WORKS TOTAL				\$1,349,184.77
WORKS AND DESIGN TOTAL				\$1,416,644.01

Table L.11 – Derowie/Kanoona Homebush Land Acquisition

Land Acquisition and Demolition Costs				Costs
Land acquisition				\$8,480,000.00
Legal Costs	per lot	5000	3	\$15,000.00
Demolition - House (Cavity Brick Wall Concrete Slab Construction) 900m2 @ \$93.00/m2				\$83,700.00
TOTAL				\$8,578,700.00

PART I - LOCAL OPEN SPACE - COST BREAKDOWNS

Table L.12 – Derowie/Kanoona Homebush Embellishment

Embellishment Works	Unit	Unit Rate	No.	Total Cost
Masterplan/Design		5%	\$1,202,412.27	\$60,120.61
Site Preparation				
Safety Fence up to 6 months	lm	\$39.00	130	\$5,070.00
Soil Erosion Control	lm	\$31.80	130	\$4,134.00
Earthworks				
Trim & Grade Surface (all areas) Machine	m2	\$3.95	1000	\$3,950.00
Cultivate Subgrade (turf & garden) Machine	m2	\$0.42	728	\$305.76
50mm	m2	\$5.94	728	\$4,324.32
Turf Install (Buffalo)	m2	\$82.00	528	\$43,296.00
Mulch Gardens 75mm depth	m2	\$9.80	200	\$1,960.00
Pathway 100mm SL72 Mesh	m2 x 1.8 m	\$96.04	72	\$6,914.88
Landscaping				\$30,720.00
Playground & Furniture				
Playground (Small modern high intensity)	per set	\$1,000,000.00	1	\$1,000,000.00
Shade Structure	per sqm	\$152.63	190	\$28,999.70
Picnic area	per	\$38,719.21	1	\$38,719.21
Park Name Sign	per unit	\$6,512.00	1	\$6,512.00
Bollards 150mm diameter recycled plastic 1.5m high	per item	\$77.00	24	\$1,848.00
Boundary Fencing (Hardwood standard wooden	lm	\$83.00	65	\$5,395.00
Minus 50% boundary fencing ***	lm	\$83.00	-32.5	-\$2,697.50
Services				
Water Station	per item	\$2,900.00	1	\$2,900.00
Bin (55 litre)	per item	\$2,649.00	1	\$2,649.00
Lighting	per item	\$8,705.95	2	\$17,411.90
WORKS TOTAL				\$1,202,412.27
WORKS AND DESIGN TOTAL				\$1,262,532.88

Table L.13 – 20A Parramatta Road Embellishment

Embellishment Works	Unit	Unit Rate	No.	Total Cost
Masterplan/Design		5%	\$420,724.00	\$21,036.20
Embellishment	per sq m	\$199.00	1808	\$359,792.00
New Community Garden for kids				\$60,932.00
WORKS TOTAL				\$420,724.00
WORKS AND DESIGN TOTAL				\$441,760.20

Table L.14 – Parramatta Road Public Urban Space - Loftus Land/Parramatta Road

Embellishment Works	Unit	Unit Rate	No.	Total Cost
Masterplan/Design		5%	\$1,691,979.40	\$84,598.97
Earthworks				\$46,390.00
Granite Paving 30mm thick sawn slabs (Australian)	m2	\$360.00	2852	\$1,026,720.00
Landscaping	sq m	\$142.70	1000	\$142,700.00
Furniture and Fixtures				
Seating	each	\$2,162.00	7	\$15,134.00
Lighting	each	\$8,705.95	6	\$52,235.70
Innovative urban play space	per set	\$100,000.00	1	\$100,000.00
Shade Structure	per sqm	\$152.63	190	\$28,999.70
Art works	each	\$15,000.00	1	\$15,000.00
Water Feature	each			\$250,000.00
Bicycle racks	per bike	\$100.00	10	\$1,000.00
Tables/chairs	per set	\$1,380.00	10	\$13,800.00
WORKS TOTAL				\$1,691,979.40
WORKS AND DESIGN TOTAL				\$1,776,578.37

PART I - LOCAL OPEN SPACE - COST BREAKDOWNS

Table L.15 – Future Streetscape and Public Urban Space Improvements

Embellishment Works	Unit	Unit Rate	No.	Total Cost
Masterplan/Design		5%	\$1,340,000.00	\$67,000.00
Streetscape and Public Space Embellishments				\$1,340,000.00
WORKS TOTAL				\$1,340,000.00
WORKS AND DESIGN TOTAL				\$1,407,000.00

Total Acquisition	\$12,394,350.00
Total Embellishment	\$6,617,940.46
TOTAL PRECINCT 3	\$19,012,290.46

PART I - LOCAL OPEN SPACE - COST BREAKDOWNS

PRECINCT 4

Table L.16 – Albert/Elva Street Park Land Acquisition

Land Acquisition and Demolition Costs				Costs
Land Acquisition				\$1,850,000.00
Legal Costs	per lot	5000	1	\$5,000.00
Demolition - House (Cavity Brick Wall Concrete Slab Construction) 450m2 @ \$93.00/m2				\$41,850.00
TOTAL				\$1,896,850.00

Table L.17 – Albert/Elva Street Park Embellishment

Embellishment Works	Unit	Unit Rate	No.	Total Cost
Masterplan/Design		5%	\$297,582.00	\$14,879.10
Embellishment - Area 1100m2 140lm				
Site Preparation				
Safety Fence up to 6 months	lm	\$39.00	140	\$5,460.00
Soil Erosion Control	lm	\$31.80	140	\$4,452.00
Earthworks				
Trim & Grade Surface (all areas) Machine	m2	\$3.95	1100	\$4,345.00
Cultivate Subgrade (turf & garden) Machine	m2	\$0.42	1100	\$462.00
Import and spread topsoil (Gardens & turf only) Machine 50mm	m2	\$5.94	1100	\$6,534.00
Turf Install (Buffalo)	m2	\$82.00	800	\$65,600.00
Mulch Gardens 75mm depth	m2	\$9.80	250	\$2,450.00
Landscaping				\$26,400.00
Furniture				
Bench Seats equal to Town & Park timber/aluminium city seat)	per unit	\$1,496.78	3	\$4,490.34
Park Name Sign	per unit	\$6,512.00	1	\$6,512.00
Bollards 150mm diameter recycled plastic 1.5m high	per item	\$77.00	64	\$4,928.00
Boundary Fencing (1200mm open sided fence)	lm	\$83.00	49.9	\$4,141.70
Minus 50% boundary fencing ***	lm	\$83.00	-24.95	-\$2,070.85
Services				
Water Station	per item	\$2,900.00	1	\$2,900.00
Bin (55 litre)	per item	\$2,649.00	1	\$2,649.00
Lighting	per item	\$8,705.95	2	\$17,411.90
Picnic Equipment & Furniture	per shelter / table / BBQ	\$38,719.21	1	\$38,719.21
Playground (young)	per set	\$73,198.00	1	\$73,198.00
Shade Structure	per sqm	\$152.63	190	\$28,999.70
WORKS TOTAL				\$297,582.00
WORKS AND DESIGN TOTAL				\$312,461.10

Table L.18 – Laker Reserve Community Garden and Park

Embellishment Works	Unit	Unit Rate	No.	Total Cost
Masterplan/Design		5%	\$277,975.44	\$13,898.77
STAGE 1				
Embellishment				\$190,135.44
STAGE 2				
New Toilet Block	per sq m	\$2,196.00	40	\$87,840.00
WORKS TOTAL				\$277,975.44
WORKS AND DESIGN TOTAL				\$291,874.21

PART I - LOCAL OPEN SPACE - COST BREAKDOWNS

Table L.19 – Strathfield Square Local Embellishments Contribution

Embellishment Works	Unit	Unit Rate	No.	Total Cost ex GST
Masterplan/Design		5%	\$2,354,239.00	\$117,711.95
STAGE 1 (interim embellishment)				
Paving	per sq m	\$351.00	288	\$101,088.00
Furniture and Fixtures				\$135,390.00
Landscaping- Trees				\$25,000.00
Subtotal Stage 1				\$261,478.00
STAGE 2 - Redesign and Major Upgrade				
Earthworks, incl removal of concrete				\$205,700.50
Surfacing				
Granite Paving 30mm thick sawn slabs (Australian) or similar	m2	\$288.00	4278	\$1,232,064.00
Landscaping				\$95,000.00
Furniture and Fixtures				
Furniture				\$80,000.00
Lighting and power				\$50,000.00
Water Feature				\$300,000.00
Small innovative play space	per set	\$51,696.80	1	\$51,696.80
Shade Structure	per sqm	\$152.63	190	\$28,999.70
Tables/chairs	per set	\$1,380.00	10	\$13,800.00
Bicycle racks	per bike	\$100.00	10	\$1,000.00
Bicycle Lockers	per locker	\$2,300.00	15	\$34,500.00
Subtotal (Stage 2)				\$2,092,761.00
Subtotal Stage 1 and 2				\$2,354,239.00
Total Works and Design				\$2,471,950.95
Local Open Space Component (21%)				\$519,109.70
Major Open Space Component (79%)				\$1,952,841.25
TOTAL LOS				\$519,109.70

Table L.20 – Henley Reserve Homebush West

Embellishment Works	Unit	Unit Rate	No.	Total Cost
Masterplan/Design		5%	\$165,002.41	\$10,000.00
Embellishments				
Earthworks				
Pathway 100mm SL72 Mesh	m2 (57lm x 1.8 m wide)	\$96.04	30	\$2,881.20
Trim & Grade Surface (paving+pathway) Machine	m2	\$3.95	54	\$213.30
Picnic Equipment & Furniture	per shelter / table / BBQ	\$38,719.21	1	\$38,719.21
Playground Upgrade				
Playground all age/older	per set	\$79,189.00	1	\$79,189.00
Shade Structure	per sqm	\$152.63	190	\$28,999.70
Landscaping				\$15,000.00
WORKS TOTAL				\$165,002.41
WORKS AND DESIGN TOTAL				\$175,002.41

PART I - LOCAL OPEN SPACE - COST BREAKDOWNS

Table L.21 – Melville Reserve Homebush West

Embellishment Works	Unit	Unit Rate	No.	Total Cost
Masterplan/Design		5%	\$425,890.87	\$21,294.54
Stage 1				
Earthworks				
Paving (Concrete) 100mm SL72 Mesh	m2	\$96.04	50	\$4,802.00
Trim & Grade Surface (paving) Machine	m2	\$3.95	50	\$197.50
Playground Equipment & Furniture (OLDER)				
Playground all age/older	per set	\$79,189.00	1	\$79,189.00
Shade Structure	per sqm	\$152.63	190	\$28,999.70
Picnic area	per shelter / table / BBQ	\$38,719.21	1	\$38,719.21
Landscaping				\$36,400.00
Stage 1 – Subtotal				\$188,307.41
Stage 2 – Multipurpose Court – Full size				\$237,583.46
Subtotal – Stage 2				\$237,583.46
WORKS TOTAL				\$425,890.87
WORKS AND DESIGN TOTAL				\$447,185.41

Table L.22 – Boden Reserve

Embellishment Works	Unit	Unit Rate	No.	Total Cost
Masterplan/Design		5%	\$297,082.51	\$14,854.13
Off-leash area				\$35,500.00
Lighting for off leash area/pathways	per lamp	\$8,705.95	8	\$69,647.60
Playground Upgrade (older)				\$79,189.00
Shade Structure	per sqm	\$152.63	190	\$28,999.70
New Pathway	m2	\$96.04	125	\$12,005.00
Furniture				
Table and seating	per set	\$3,675.00	2	\$7,350.00
Park Bench	per item	\$1,496.00	2	\$2,992.00
Picnic Equipment & Furniture	per shelter / table / BBQ	\$38,719.21	1	\$38,719.21
Landscaping				\$22,680.00
WORKS TOTAL				\$297,082.51
WORKS AND DESIGN TOTAL				\$311,936.64

Table L.23 – Fitzgerald Park

Embellishment Works	Unit	Unit Rate	No.	Total Cost
Masterplan/Design		5%	\$465,865.17	\$23,293.26
Off-leash area				\$35,500.00
Lighting	per lamp	\$8,705.95	4	\$34,823.80
Augment playground (all age/older)	per set	\$79,189.00	1	\$79,189.00
Shade Structure	per sqm	\$152.63	190	\$28,999.70
Picnic Equipment & Furniture	per shelter / table / BBQ	\$38,719.21	1	\$38,719.21
Full multi purpose court	per court	\$237,583.46	1	\$237,583.46
Landscaping				\$11,050.00
WORKS TOTAL				\$465,865.17
WORKS AND DESIGN TOTAL				\$489,158.43

TABLE L.24 – Inveresk Park

Embellishment Works	Unit	Unit Rate	No.	Total Cost
Masterplan/Design		5%	\$212,412.11	\$10,620.61
New pathway		\$96.04	380	\$36,495.20
New signage				\$10,000.00
Children's playground				\$73,198.00
Picnic Equipment & Furniture	per shelter / table / BBQ	\$38,719.21	1	\$38,719.21
Shade Structure	per sqm	\$152.63	190	\$28,999.70
Landscaping				\$25,000.00
WORKS TOTAL				\$212,412.11
WORKS AND DESIGN TOTAL				\$223,032.72

PART I - LOCAL OPEN SPACE - COST BREAKDOWNS

Table L.25 – Kessell Square

Embellishment Works	Unit	Unit Rate	No.	Total Cost
Masterplan/Design		5%	\$54,714.14	\$10,000.00
Lighting	per lamp	\$8,705.95	4	\$34,823.80
Seating	per seat	\$1,496.78	3	\$4,490.34
Water Station	per item	\$2,900.00	1	\$2,900.00
Landscaping				\$12,500.00
WORKS TOTAL				\$54,714.14
WORKS AND DESIGN TOTAL				\$64,714.14

Table L.26 – Homebush Town Centre - Future Streetscape and Public Urban Space Improvements

Embellishment Works	Unit	Unit Rate	No.	Total Cost
Masterplan/Design		5%	\$380,000.00	\$19,000.00
Streetscape and Public Space Embellishments				\$380,000.00
WORKS TOTAL				\$380,000.00
WORKS AND DESIGN TOTAL				\$399,000.00

Table L.27 – Homebush West Town Centre - Future Streetscape and Public Urban Space Improvements

Embellishment Works	Unit	Unit Rate	No.	Total Cost
Masterplan/Design		5%	\$320,000.00	\$16,000.00
Streetscape and Public Space Embellishments,				\$320,000.00
WORKS TOTAL				\$320,000.00
WORKS AND DESIGN TOTAL				\$336,000.00

Total Acquisition				\$1,896,850.00
Total Embellishment				\$3,569,474.75
TOTAL PRECINCT 4				\$5,466,324.75

PART I - LOCAL OPEN SPACE - COST BREAKDOWNS

PRECINCT 5

Table L.28 – Marlene Reserve

Embellishment Works	Unit	Unit Rate	No.	Total Cost
Masterplan/Design		5%	\$239,429.79	\$11,971.49
Relocate and upgrade play equipment	each	\$51,696.80	1	\$51,696.80
Park Bench	each	\$1,496.78	1	\$1,496.78
Park Lighting	each	\$8,705.00	4	\$34,820.00
Picnic Area	per set	\$3,675.77	1	\$3,675.77
Quarter size multi purpose court	each	\$56,942.00	1	\$56,942.00
Outdoor Gym equipment	per set			\$60,000.00
Bins	each	5298.44	1	\$5,298.44
Landscaping (to improve safety by design)				\$25,500.00
WORKS TOTAL				\$239,429.79
WORKS AND DESIGN TOTAL				\$251,401.28

TOTAL PRECINCT 5	\$251,401.28
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PART I - LOCAL OPEN SPACE - COST BREAKDOWNS

PRECINCT 6

Table L.29 – Chain of Ponds Reserve

Embellishment Works	Unit	Unit Rate	No.	Total Cost
Masterplan/Design (note: may be combined as part of Bay to Bay cycleway masterplan)		5%	\$118,228.11	\$10,000.00
Off-leash area				\$35,500.00
Embellishment				
Site Preparation				\$6,726.00
Earthworks				\$17,942.90
Landscaping				\$13,250.00
Furniture				
Picnic area	per shelter / table / BBQ	\$38,719.21	1	\$38,719.21
Hexagonal Tree Seats	per unit	\$6,090.00		\$6,090.00
WORKS TOTAL				\$118,228.11
WORKS AND DESIGN TOTAL				\$128,228.11

Table L.30 – Strathfield Park - Landscape Masterplan Implementation

Embellishment Works	Unit	Unit Rate	No.	Total Cost
Masterplan/Design		5%	\$666,783.13	\$33,339.16
Full size multi purpose courts, including lighting	each	\$237,583.46	2	\$475,166.92
Outdoor Gym	each	\$115,775.00	1	\$115,775.00
Picnic facilities	each	\$38,719.21	1	\$38,719.21
Nature trail				\$35,000.00
break up and dispose of concrete slab on site est 10mx5m = 50m2	sqm	\$42.44	50	\$2,122.00
WORKS TOTAL				\$666,783.13
WORKS AND DESIGN TOTAL				\$700,122.29

TOTAL PRECINCT 6	\$828,350.40
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PART I - LOCAL OPEN SPACE - COST BREAKDOWNS

PRECINCT 7

Table L.31 – Ford Park

Embellishment Works	Unit	Unit Rate	No.	Total Cost
Masterplan/Design (note: may be combined with Bark Huts Reserve and / or Bay to Bay Cycleway)		5%	\$358,730.93	\$17,936.55
STAGE 1				
Half Court or Similar				\$150,414.88
Landscaping				\$10,000.00
Lighting	per post	\$8,705.95	3	\$26,117.85
Subtotal Stage 1				\$186,532.73
STAGE 2				
Playground Update				
Playground (Young)	per set	\$73,198.50	1	\$73,198.50
Shade Structure	per sqm	\$152.63	190	\$28,999.70
Landscaping				\$10,000.00
Outdoor Gym				\$60,000.00
Subtotal Stage 2				\$172,198.20
WORKS TOTAL				\$358,730.93
WORKS AND DESIGN TOTAL				\$376,667.48

Table L.32 – Cooke Park

Embellishment Works	Unit	Unit Rate	No.	Total Cost
Masterplan/Design (note: may be combined with Begnell Field)		5%	\$464,195.13	\$23,209.76
Teen/Tween Space				
1/4 Basketball court	per item	\$56,942.90	2	\$113,885.80
Lighting	per post	\$8,705.95	2	\$17,411.90
Handball court	per item	\$1,007.00	2	\$2,014.00
Toddler Play				
Fencing	per lin m	\$150.00	85	\$12,750.00
Gates	per item	\$490.00	1	\$490.00
Shade Structure	per sqm	\$152.63	380	\$57,999.40
Water station	per item	\$5,334.03	1	\$5,334.03
Dog Refuse Bin	per item	\$882.00	1	\$882.00
Landscaping				\$35,520.00
Picnic areas, including tables, BBQs, shelters, seats, bins.	per area	\$38,719.00	1	\$38,719.00
Play Equipment (Older)	per set	\$79,189.00	1	\$79,189.00
Outdoor gym	per set	\$100,000.00	1	\$100,000.00
WORKS TOTAL				\$464,195.13
WORKS AND DESIGN TOTAL				\$487,404.89

TOTAL PRECINCT 7	\$864,072.36
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PART I - LOCAL OPEN SPACE - COST BREAKDOWNS

PRECINCT 8

TABLE L.33 – Madeline and Cleveland Park

Embellishment Works	Unit	Unit Rate	No.	Total Cost
Masterplan/Design		5%	\$545,202.14	\$27,260.11
STAGE 1 - BRIDGE				
Bridge & Approaches Cycleway 4 tonne maintenance			1	\$300,000.00
Balustrade and safety fencing				\$16,315.00
Pathway 100mm SL72 Mesh	m2 (57lm x 1.8 m wide)	\$103.00	102.6	\$10,567.80
Landscaping				\$15,000.00
Subtotal Stage 1				\$341,882.80
STAGE 2 - LANDSCAPING AND FURNITURE (201LM 1553M2)				
Site Preparation				
Safety Fence up to 6 months	lm	\$39.00	201	\$7,839.00
Soil Erosion Control	lm	\$31.80	201	\$6,391.80
Earthworks				
Trim & Grade Surface (all areas) Machine	m2	\$3.95	1553	\$6,134.35
Cultivate Subgrade (turf & garden) Machine	m2	\$0.42	1553	\$652.26
Import and spread topsoil (Gardens & turf only)	m2	\$5.94	1553	\$9,224.82
Turf Install (Buffalo)	m2	\$84.00	1000	\$84,000.00
Mulch Gardens 75mm depth	m2	\$9.80	553	\$5,419.40
Water Station	per item	\$2,900.00	1	\$2,900.00
Bin (55 litre)	per item	\$2,649.00	1	\$2,649.00
Landscaping				\$23,500.00
Furniture				
Picnic area	per shelter / table / BBQ	\$38,719.21	1	\$38,719.21
Bench Seats equal to Town & Park timber/aluminium	per unit	\$1,240.00	2	\$2,480.00
Park Name Sign	per unit	\$6,512.00	1	\$6,512.00
Bollards 150mm diameter recycled plastic 1.5m high	per item	\$77.00	47	\$3,619.00
Boundary Fencing (Hardwood standard wooden paling)	lm	\$83.00	79	\$6,557.00
Minus 50% boundary fencing ***	lm	\$83.00	-39.5	-\$3,278.50
Subtotal Stage 2				\$203,319.34
WORKS TOTAL				\$545,202.14
WORKS AND DESIGN TOTAL				\$572,462.25

TABLE L.34 – Future Streetscape and Urban Space Improvements

Embellishment Works	Unit	Unit Rate	No.	Total Cost
Masterplan/Design		5%	\$290,000.00	\$14,500.00
Streetscape and Public Space Embellishments,				\$290,000.00
WORKS TOTAL				\$290,000.00
WORKS AND DESIGN TOTAL				\$304,500.00

TOTAL PRECINCT 8	\$876,962.25
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PART I - LOCAL OPEN SPACE - COST BREAKDOWNS

PRECINCT 9

TABLE L.35 – Drew Street Reserve

Embellishment Works	Unit	Unit Rate	No.	Total Cost
Masterplan/Design		5%	\$135,000.00	\$10,000.00
Embellishments				\$135,000.00
WORKS TOTAL				\$135,000.00
WORKS AND DESIGN TOTAL				\$145,000.00

TABLE L.36 – Future Streetscape and Urban Space Improvements

Embellishment Works	Unit	Unit Rate	No.	Total Cost
Masterplan/Design		5%	\$335,000.00	\$16,750.00
Streetscape and Public Space Embellishments				\$335,000.00
WORKS TOTAL				\$335,000.00
WORKS AND DESIGN TOTAL				\$351,750.00

TOTAL PRECINCT 9	\$496,750.00
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LOCAL OPEN SPACE WORKS - ACQUISITION	\$15,795,115.00
LOCAL OPEN SPACE WORKS - EMBELLISHMENT	\$15,805,296.31
LOCAL OPEN SPACE WORKS - TOTAL	\$31,600,411.31

PART I - COMMUNITY FACILITIES - COST BREAKDOWNS

Table C.1 - Courallie Avenue Community Place

Works	Costs
Construction of new multi-purpose community facility - 200sqm @ 3270/sqm	\$654,000.00
Carparking (2 spaces @ 1/100sqm)	\$12,600.00
TOTAL	\$666,600.00

Table C.2 - Parramatta Road Precinct Community Hub

Works	Costs
Construction of major new multi-purpose community facility - 1000sqm @ 3270/sqm	\$3,270,000.00
Carparking (10 spaces @ 1/100sqm)	\$63,000.00
TOTAL	\$3,333,000.00

Table C.3 - Homebush West Community Place

Works	Costs
Construction of new multi-purpose community facility - 300sqm @ 3270/sqm	\$981,000.00
Carparking (3 spaces @ 1/100sqm)	\$18,900.00
TOTAL	\$999,900.00

Table C.4 - Airey Park Community Hub (includes previous Bates street Centre and Airey Park Childcare)

Works	Costs
Construction of major new multi-purpose community facility - 800sqm @ 3270/sqm	\$2,976,000.00
Carparking (8 spaces @ 1/100sqm)	\$50,400.00
TOTAL	\$3,026,400.00

Table C.5 - Strathfield Central Library

Works	Costs
Construction of extension of Main Library, Rochester Street Homebush – Completed	\$4,450,000.00
S94 apportionment	\$1,303,850.00
TOTAL	\$4,450,000.00

Table C.6 - High Street Library

Works	Costs
Multi-purpose community facility comprising community rooms and branch library facilities - Allocated 125sqm to s94	\$1,362,000.00
Less monies received from the 2001 Section 94 Development Contributions Plan	\$526,683.53
Subtotal	\$835,316.47

Table C.7 - Strathfield South Community Hub (previously High Street Library Extension)

Works	Costs
Extension of existing library for multi-purpose community facility - 300sqm @ 3270/sqm	\$981,000.00
Carparking (3 spaces @ 1/100sqm)	\$18,900.00
TOTAL	\$999,900.00

Table C.8 - Belfield Community Hub

Works	Costs
Construction of new multi-purpose community facility - 300sqm @ 3270/sqm	\$981,000.00
Carparking (3 spaces @ 1/100sqm)	\$18,900.00
TOTAL	\$999,900.00

COMMUNITY WORKS - LEVIED TO S94	\$12,164,866.47
COMMUNITY WORKS - COUNCIL COSTS	\$3,146,150.00
TOTAL COMMUNITY WORKS	\$15,311,016.47

PART J – FACILITIES INVENTORY

Table E.1 – Local Open Space Inventory

Name	Address	Precinct	Size (m ²)	Classification
1 Loftus Crescent	1 Loftus Cres, Homebush	3	711	Community Land
Loftus Crescent	29 to 30 Loftus Cres, Homebush	3	1284	Community Land
Austin Park	Courallie Ave, Homebush	2	2347	Community Land
Bill Boyce Reserve	Pomeroy St, Homebush	1	4407	Community Land
Boden Reserve	Pemberton St, Strathfield	4	6870	Community Land
Centenary Playground	Pemberton St, Strathfield	4	832	Community Land
Chain of Ponds Reserve	Cave Road, Strathfield	6	10522	Community Land
Coronation Reserve	Coronation Pde, Strathfield Sth	7	3425	Community Land
Cosgrove Reserve	Pemberton St, Strathfield	6	2565	Community Land
Croquet lawns	52 Redmyre Rd, Strathfield	4	2278	Community Land
Davey Square	Rochester St, Strathfield	4	3190	Community Land
Davey Square Memorial	Rochester St, Strathfield	4	14	Community Land
Drew St Playground	Drew St, Belfield	9	654	Community Land
Edwards Park	High St, Strathfield	6	7543	
Elliott Reserve	Elliott Street & Punchbowl Road, Strathfield Sth	7	17667	Community Land
Fitzgerald Park	Broughton, Abbotsford & Rochester Street, Homebush	4	6269	Community Land
Fitzgerald Reserve	Fitzgerald Cres, Strathfield	6	1341	Sydney Water
Fitzgerald Reserve	Fitzgerald Cres, Strathfield	6	607	Community Land
Florence Reserve	Florence St, Strathfield	4	844	Community Land
Ford Park	James St, Maria St & Water St, Strathfield Sth	7	27707	Community Land
Frank Zions Reserve	Mitchell St, Strathfield	4	7230	Community Land
Henley Reserve	Henley Rd, Homebush West	4	694	Community Land
Humphries Reserve	Homebush Rd, Strathfield	6	5553	Community Land
Inveresk Reserve	Beresford Rd, Strathfield	4	4777	Community Land
Kessell Reserve	Shortland Ave, Strathfield	4	1711	Community Land
Laker Reserve	Elva St, Strathfield	4	1232	Community Land
Lowe's Gardens	Arthur St, Strathfield	4	1301	Community Land
Maria Reserve	Maria St, Strathfield Sth	7	12540	Community Land
Marlene Reserve	Marlene Crescent, Strathfield	5	1794	Community Land
Melville Reserve	Hampstead Rd, Homebush West	4	9621	Community Land
Mount Royal Reserve	Barker Road, Strathfield	4	2528	Community Land
Pemberton Reserve	Pemberton St, Strathfield	6	795	Community Land
Pilgrim Reserve	Arthur St, Strathfield	4	7813	Community Land
Prentice Reserve	Prentice Lane, Strathfield	6	4341	Community Land
Slater Reserve	Bridge Rd, Strathfield	4	404	Community Land
South Cooks River	Water Street, Strathfield Sth	7	16655	Community Land
St Anne's Reserve	Therry St, Strathfield Sth	7	8546	Community Land
St Anne's Reserve	Therry St, Strathfield Sth	7	898	Urban Affairs & Planning
St Anne's Reserve	Therry St, Strathfield Sth	7	5265	Sydney Water
Strathfield Square	Churchill Avenue, Strathfield	4	405	Community Land
Thew Reserve	Augusta Street, Strathfield	6	6682	Community Land
Todman Reserve	Oxford & Barker Rd Strathfield	4	698	Community Land
Wallis Reserve	Wallis Ave, Strathfield	6	5720	Community Land
Water Reserve	Water St, Strathfield Sth	6	466	Crown Land
Wentworth Reserve	Wentworth St, Homebush	1	2517	Community Land
TOTAL			211263	

PART J – FACILITIES INVENTORY

Table E.1 – Major Open Space Inventory

Name	Address	Precinct	Size (m ²)	Land use	Classification	Owner
Airey Park (incl. Shortland Gardens)	Bates St, Badgery Ave, Fraser St, The Crescent, Homebush	4	70630	Park, Sportsground, General Community Use	Community Land	Strathfield Council
Bark Huts Reserve	Elliot Street & Clareville Close, Belfield	7	34745	Sportsground	Community Land	Strathfield Council
Begnell Field	Madeline Street, Belfield	7	40195	Sportsground General Community Use	Community Land	Strathfield Council
Bressington Park	Underwood Rd, Homebush	1	35944	Sportsground	Community Land	Strathfield Council
Bressington Park	Underwood Rd, Homebush	1	43011	Park	Crown Land	Crown Land
Cooke Park	Madeline Street & Chisholm Street,, Belfield	7	37534	Park	Community Land	Strathfield Council
Cox's Creek	Sylvanus St, Greenacre	9	15413	Natural Area – bushland	Community Land	Strathfield Council
Dean Reserve	Dean St, Strathfield Sth	7	29154	Park	Community Land	Strathfield Council
Dean Reserve	Dean St, Strathfield Sth	7	556	Park	Dept Urban Affairs	
Freshwater Park	Wilson St and Ada Ave, Strathfield	6	9456	Park	Community Land	Strathfield Council
Freshwater Park	Roberts Rd Strathfield	6	110843	Golf Course	Community Land	Strathfield Council
Hudson Park Oval	Arthur Street Strathfield.	4	19440	Sportsground	Crown Land	Crown Land
Hudson Park Golf Course	Arthur St Strathfield	4	149710	Golf Course	Crown Land	Crown Land
Mason Park	Underwood Rd, Homebush	1	67717	Park	Community Land	Strathfield Council
Mason Park	Underwood Rd, Homebush	1	54790	Natural Area and Wetland	Crown Land	Crown Land
Powell's Creek Open Space (includes Arnott's, Allen, Ismay/Pomeroy Lands)			0		Community Land	Strathfield Council
Arnott's Reserve	15 Parramatta Rd, Homebush	1	16629	Park	Dept Planning	
Allen St Reserve	Allen St Homebush	1	2759	Park	Community Land	Strathfield Council
Pomeroy/Ismay Reserve	Pomeroy St Homebush	1	6038	Park	Community Land	Strathfield Council
Southend Tennis Centre	Chiswick and Maria Street, Strathfield South	7	23797	Park	Community Land	Strathfield Council
Strathfield Park	Homebush Rd, Strathfield	6	68800	Park Sportsground	Crown	Crown
Strathfield Park	Homebush Rd and Chalmers Rd Strathfield	6	4047	Park	Community Land	Strathfield Council
TOTAL			841208			

PART J – FACILITIES INVENTORY

Table E.2 –Community Facilities Inventory

Name	Address	Precinct	Area m ²	Landuse	Owner	Classification
52 Redmyre Road	52 Redmyre Road Strathfield	4	200	Health Centre	Strathfield Council	Operational Land
Airey Park – Arthur Cave Pavilion	Badgery St, Homebush	4	221	Park	Strathfield Council	Community Land
Enfield Town Hall	1 Coronation Pde, Strathfield South	7	277	General Community Use	Strathfield Council	Operational Land
Former Sheltered Workshop	28 Pomeroy Street Homebush	1	939	General Community Use	Strathfield Council	Community Land
HOOSH Childcare Centre	25 Broughton Road Homebush	4	200	Child care	Strathfield Council	Operational Land
Hudson Park Oval Rugby Clubhouse/Amenities	Mitchell Road	4	340	Crown Land	Crown Land	Crown Land
Ismay Ave Community Hall	32 Ismay Ave Homebush	1	169	General Community Use	Strathfield Council	Community Land
Kuralee Childcare Centre	Hampstead Road Homebush	4	533	General Community Use	Strathfield Council	Community Land
Melville Reserve Community Hall	Hampstead Road Homebush West	4	330	Community Use	Strathfield Council	Community Land
Pomeroy Street Community Facility	26 Pomeroy Street, Homebush	1	770	General Community Use	Strathfield Council	Community Land
Strathfield Children's Centre	A2 Fraser Street Homebush	4	978	General Community Use	Strathfield Council	Community Land
Strathfield Community Centre	1B Bates Street Homebush	4	410	General Community Use	Strathfield Council	Community Land
Strathfield Central Library	65-67 Rochester Street Homebush	4	663	Library	Strathfield Council	Operational Land
Strathfield Sessional Preschool	1C Bates Street Homebush	4	310	General Community Use	Strathfield Council	Community Land
Strathfield South Bowling Club	40-44 Augusta Street, Strathfield	4	552	Park/ Community Use	Strathfield Council	Community Land
Strathfield South Branch Library	64 High Street, Strathfield	6	338	Library	Strathfield Council	Community Land
Strathfield Town Hall	65-67 Homebush Road, Strathfield	4	695	General Community Use	Strathfield Council	Operational Land
Total Community Floorspace			7925			

PART K – EMBELLISHMENT COSTS

The following outlines how the average embellishment costs have been determined for the open space facilities. Table K.1 outlines the total amount of open space, which is divided by the number of parks within the Strathfield Local Government Area to determine an average size. Tables K.2 and K.3 outline the embellishment costs for each type of park. This total cost is then divided by the relevant average size park to determine the embellishment costs, which are then used to determine the levies as outlined in Section 5.0.

Table K.1 – Open Space Average Facility Size

Open Space Provision	Average size of Facility
LOCAL OPEN SPACE	
Amount of Open Space per Capita	
Total Area of Local Open Space	224,824m ²
Number of Existing Parks	44
Average Local Park size	5,110m ²
MAJOR OPEN SPACE	
Total Area of Major Open Space	841,208m ²
Number of Existing Parks	15
Average Major Park size	56,080m ²

Table K.2 – Local Park Embellishment Costs

Item	Description	Rate
1	Site Establishment	
	Site establishment	\$3,417.74
2	Site Preparation	
	Weed eradication, excavation and removal of spoil, supply and install imported soils and fertilisers	\$21,311.05
3	Garden areas	
	Supply and install plants and staking, mulch, edging, watering	\$26,106.65
4	Turf	
	Supply and install turf	\$1,862.08
5	Paving	
	Supply and install compacted roadbase, mortar bed, brick paving, 75mm concrete paving, 100mm reinforced concrete paving, concrete sealer	\$32,351.43
6	Furniture	
	Supply and install benches, picnic table setting, picnic shelter, bollards, bubbler, bin enclosure	\$39,459.16
7	Lighting	
	Supply and install lighting, connection to existing lighting infrastructure	\$17,411.90
8	Maintenance	
	13 week landscape maintenance period	\$1,562.60
9	Playground	
	Supply and install playground and shade structure	\$83,049.00
	TOTAL (ex GST)	\$226,531.61
	GST	\$22,653.16
	TOTAL inc GST	\$249,184.77
	Rate per sq m (1250sq m)	\$199.35

PART K – EMBELLISHMENT COSTS

Table K.3 – Major Park Embellishment Costs

Major Park

Total Area 39819m2

Major Parks rates have been based on the Powells Creek Corridor Masterplan - the masterplan has been split into four different precincts outlined below. The park is composed of a long linear corridor adjacent Powells Creek similar to many areas within the Strathfield Municipality. The costing and rates exclude sporting fields/facilities and include demolition of only minor structures commonly found on the larger land lots that are converted to Major Parks. This rate may not be applied to conversion of residential properties into major parks. Further, costs for a Sportsfield have not been included and a separate allowance is required. Boundary Fencing has not been allowed for.

Calculations			Rate\$/m2
<i>Stage 1</i>			
Powells Creek Precinct 1	11236	\$3,375,711.34	\$300.44
Powells Creek Precinct 2	11841	\$1,151,071.42	\$97.21
Powells Creek Precinct 3	8134	\$1,137,810.02	\$139.88
Powells Creek Precinct 4	8608	\$1,396,867.84	\$162.28
Site Area	39819		
<i>Stage 2</i>			
Multi purpose courts		\$475,166.91	
WORKS TOTALS		\$7,536,627.53	
Contingency	10%	\$753,662.75	
Design	2%	\$150,732.55	
TOTAL COSTS	39819	\$8,441,022.83	\$211.98

PART L – REFERENCES

The following references have been used to formulate this Plan. A supporting document of this background information is available. This document includes all documents prepared by or on behalf of Council to support this Direct Development Contributions Plan. Other documentation such as the Practice Notes and CPI are available on the relevant website.

Australian Bureau of Statistics	6401.0 Consumer Price Index, Australia All Groups, Percentage Change (from previous financial year) for Sydney (www.abs.gov.au)
Australian Bureau of Statistics	2006 Census Data.
Christopher Hallam & Associates Pty Ltd (2009)	Traffic Facilities Study for Section 94 Contributions Plan dated 21 October 2009.
Geoplan & Cardno Eppell Olsen (2008)	Strathfield LATM Studies – Groups A and B Areas dated October 2008.
.ID Forecast (2009)	Strathfield Council Community Profile
.ID Forecast (2009)	Where do the workers come from?
.ID Forecast (2009)	Building approvals
.ID Forecast (2009)	Estimated Resident Population (ERP)
JLW Consultancy Pty Ltd (1991)	Employment Monitoring of Commercial Centres and Industrial Areas. Prepared for the Department of Planning. December 1991.
NSW Department of Planning	Development Contributions Practice Notes. www.planning.nsw.gov.au . NSW Planning Reforms.
NSW Department of Planning (1992)	Outdoor Recreation and Open Space.
Peter Andrews + Associates Pty Ltd (2009)	Anticipated Population Projections Strathfield LGA. Prepared for Strathfield Municipal Council October 2009.
Planinc Pty Ltd (2007)	Strathfield Local Government Industrial Land Audit. May 2007. Study prepared on behalf of Strathfield Municipal Council.
Scott Carver Pty Ltd (2001)	Strathfield Municipal Council Section 94 Contributions Plan 2001 August 2001. Prepared on behalf of Strathfield Municipal Council.
Strathfield Municipal Council (2010)	Strathfield Open Space and Community Facilities Plan April 2010.
Strathfield Municipal Council (2009)	Strathfield Social Plan.
Strathfield Municipal Council (2005)	Strathfield Consolidated Development Control Plan 2005 (available on Council's website www.strathfield.nsw.gov.au)
Strathfield Municipal Council (1999)	Parramatta Road Corridor Analysis and Masterplan, February 1999
Strathfield Municipal Council (1969)	Strathfield Planning Scheme Ordinance 1969. Available Council's website.
Transport Studies Pty Ltd	Strathfield Industrial Areas Traffic & Parking – The Intermodal Logistic Centre – Pavement Evaluation – Section 94 Projects

**13.1 REPORT FROM STRATHFIELD YOUTH ENGAGEMENT ADVISORY
COMMITTEE MEETING ON 13 FEBRUARY 2019**

AUTHOR: Yvonne Yun, Executive Manager, Community

APPROVER: Anthony Hewton, General Manager People, Place and Civic Services

RECOMMENDATION

That the minutes of the Strathfield Youth Engagement Advisory Committee meeting held on 13 February 2019 be noted.

ATTACHMENTS

1. Strathfield Youth Engagement Advisory Committee Meeting 13 February 2019 Minutes

ATTACHMENT 1



MINUTES

2019 Youth Week Working Group Meeting

This Working Group reports to the Strathfield Youth
Engagement Advisory Committee

6 February, 2019

At 4:30pm



2019 YOUTH WEEK WORKING GROUP
6 February 2019

MINUTES

Minutes of the Youth Week Working Group Meeting of Strathfield Municipal Council held on Wednesday, 6 February 2019, in the Council offices, 65 Homebush Road, Strathfield.

COMMENCING: 4:30pm

PRESENT:

- Nathan Williams - Youth Off the Streets
- Dylan Attard – Youth Off the Streets
- Anjni Verma
- Oliver Nicholls
- Leon Rettie
- Dharshini Sathyanarayanan
- Thanvi Gunti
- Wafa Wazir
- Vanisri Kannan
- Sukruthi Kamath
- Josie Seeto
- Gina Lee
- Bassam Maaliki
- Shecaniah Malla
- Shahi Uddin
- Jiayang Wang
- Anastacia Pappas
- Zain Ousmand
- Regina Bao

STAFF:

- Alyssa Guttridge, Community Safety and Youth Officer

Matters discussed:

1. **Welcome and Introductions**
2. **Apologies**
3. **Youth Engagement Activity**
 - The group took turns answering a set of questions about themselves
4. **Review of previous minutes**
 - Brief overview of what was discussed at the last meeting
 - Alyssa updated the group about the outcomes from her meetings with Strathfield South High School and Strathfield Girls High School. Feedback from both schools was that groups of approximately 20 people would be manageable on their end and that the proposed date is currently available.



2019 YOUTH WEEK WORKING GROUP
6 February 2019

MINUTES

- Nathan will speak to Dunlea Drug and Alcohol youth services team to gauge interest in participating in the program.
- Alyssa has received contact details for the youth team with the SLHD. Alyssa to contact them and see what options they have available.
- Dylan advised the group of the cost for an inflatable obstacle course. Total cost for four hour hire for five pieces is \$2,500.

5. Planning of Youth Week Event

- The group estimated that it would get approximately four schools on board and request 20 students from each school totalling an attendance of approximately 100 students.
- This would total 10 teams at 5 stations occurring concurrently. Each station would occur for approximately 45 minutes to one hour each.
- The group then agreed that it needed to reduce the amount of stations. The following was agreed to by the group:
 1. Donut on a string
 2. ~~Blindfolded soccer penalty challenge~~
 3. Inflatable obstacle course
 4. ~~Tug of war~~
 5. Grass puzzle
 6. Rap competition
 7. Health workshop and tug of war
- The group then broke off into small groups which they will work in over the coming weeks to organise the specific details and logistics of each station to report back to the group about at the next meeting. Groups are as follows:

Stations	Group
Donut on a string	Thanvi Oliver Jiayang
Inflatable obstacle course	Anjni Regina Josie Zain Oliver
Grass puzzle	Shahi Shecannia Gina Bassam
Rap competition	Jiayang Zain Oliver
Health workshop	Leon Zain Oliver



2019 YOUTH WEEK WORKING GROUP
6 February 2019

MINUTES

	Vanisri Wafa Sukruthi Anastacia
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6. **General business**

- ACTION: All groups to work with staff to come up with details, logistics and budget for the assigned stations in preparation for the next meeting.

7. **Date of next meeting**

- 27th February 2019, 4:30pm – 6:00pm at Strathfield Council

8. **Close of meeting 5:45pm**

Youth Week Working Group
Minutes – 6 February 2019

MWA Mindfulness Vision Outline

Objective:

- To develop a program that allows for careful consideration of mental health wellbeing, especially during higher school education
- To facilitate a workshop on the importance of working alongside, and practicing mindfulness in one's daily life
- To encourage awareness of intentions and sincerity and how this plays a vital role to health and wellbeing
- To engage young people in developing own practices of mindfulness for both educational and overall health benefits

Expected Outcomes:

- Effective facilitation of workshop, with young people satisfied with the overall program, facilitators as well as activities
- Increased knowledge/awareness on the importance of mindfulness practices
- The ability to perform mindfulness practices during times of hardship, stress or any other time in need of mental, emotional, spiritual or physical ease.
- An overall improvement towards observing self-care, mindfulness and mental health

Key Topics:

- ❖ Brief overview of the importance of Self-Care and Mindfulness
- ❖ Exploring mental health and Mindfulness - how this can help with managing both life and high school stressors
- ❖ Greater group discussion, what works, what doesn't. How can we help ourselves to ensure we're giving our all.

Youth Week Working Group
Minutes – 6 February 2019

Think, Eat and Move Program

ONLINE ADOLESCENT WEIGHT MANAGEMENT PROGRAM

INFORMATION FOR HEALTH PROFESSIONALS

The Think, Eat & Move (TEAM) program is a **FREE** evidence based weight management approach for adolescents being funded by CES PHN. Delivered over 8 weeks, the program combines engaging online sessions and health professional coaching to deliver practical and supportive healthy lifestyle advice for teens who are above a healthy weight.

The TEAM Program components focus on nutrition, physical activity and behaviour change for teens aged between 13- 17 years. The program has been designed by dietitians, exercise professionals and health psychologists to acknowledge adolescents growing independence and empowers them to make informed decisions through practical education and the provision of supporting resources.

The TEAM Program combines weekly interactive online learning sessions and home based activities with individual support from a qualified health coach. Participants are supported by weekly coaching calls, social support via a facebook group with other participants and extensive health promoting resources. Regular text messages and emails further support the implementation of healthy behaviours.

The TEAM Program is **free of charge** for adolescents living or studying in Central and Eastern Sydney who are above a healthy weight, due to funding from Central and Eastern Sydney PHN.



www.thinkeatandmove.org



PROGRAM PRINCIPLES

To encourage a sustainable approach to weight management, the TEAM Program principles combines the three essential elements necessary for safe, effective weight management: nutrition, physical activity and behaviour change. Significant research concludes that multidisciplinary interventions combining these three elements reduce weight in overweight and obese adolescents (Al-Khudairy et al., 2017).

The TEAM program is developed in accordance with the clinical practice guidelines for the management of overweight and obesity in Australian adolescents. Clinical guidelines emphasise the importance of multicomponent lifestyle interventions focusing on the program principles of nutrition, physical activity and behaviour change. Program content aligns with all current Australian guidelines and recommendations including NHMRC Australian Dietary Guidelines and Australian Physical Activity & Sedentary Behaviour Guidelines for Young People (13 -17 years).

**THINK, EAT AND MOVE
TOWARDS A HEALTHIER
AND HAPPIER LIFE**

Youth Week Working Group

Minutes – 6 February 2019

PROGRAM STRUCTURE

The TEAM Program's online format enables delivery to participants in various locations, ensuring accessibility and flexibility. Web-based interventions for weight management of children and adolescents have been shown to be efficient in a systematic review of RCT trials (An et al., 2009).

A recent review on the effectiveness of non-face-to-face healthy lifestyle programs recommend a technology based delivery mode, including the use of online learning platforms, to achieve higher acceptability and optimise engagement by parents and children (Lombard et al., 2016). Furthermore, a systematic literature review of web-based interventions for weight management of children and adolescents found that web-based weight loss programs demonstrated statistically significant changes to outcomes including BMI, total body weight loss, physical activity and dietary fat intake (An et al., 2009).

Online learning sessions

Weekly 30 minute online learning sessions focus on structured content relating to the core program components; nutrition, physical activity and behaviour change. Sessions include interactive activities, narrated content, videos, animations and games that increase engagement while delivering key information in a clear, simple manner. Separate modules for parents/carers supports progress through the program and encourages healthy lifestyle behaviour implementation at home.

Personalised support

Health professional coaching is recommended by Australian clinical practice guidelines for the management of overweight and obesity in adolescents. The TEAM Program includes individual phone based coaching with a qualified health professional. Health coaches support healthy lifestyle behaviour implementation by engaging with participants to problem solve, address barriers, clarify information, answer questions and provide positive reinforcement of behaviour change. Customised discussions ensure optimal benefit and increase motivation.

Phone coaching adopts a person-centred approach with behavioural modification principles to facilitate engagement and health behaviour change for

participants to become healthier and fitter throughout the program, and into the future. Coaches adopt Motivational Interviewing (MI) strategies to encourage and support behaviour change. A recent study combining MI with a standard weight loss program, found that the adolescents receiving MI treatment had a greater BMI decrease and a greater physical activity increase (Gourlan et al., 2013). Behaviour change strategies in the TEAM program are based on Cognitive Behaviour Therapy (CBT). A multidisciplinary intervention based on CBT aiming to modify eating and exercise behaviours among obese adolescents found reductions in BMI (Bianchini et al., 2013).

Group support

Participants access additional content, social connection and peer support via a private, closed Facebook group, moderated by TEAM health coaches. Regular posts including videos, tips and hints promoting healthy lifestyles deliver additional information via accessible platforms favoured by adolescents.

PROGRAM REFERRALS

Health Professionals can refer eligible participants by returning a program referral form (available on the TEAM website) to:

e: info@betterhealthcompany.org

f: 1300 325 301

p: 1300 899 736

Individuals can also self refer to the program via:

w: www.thinkeatandmove.org

p: 1300 899 736

REFERENCES

For a full reference list, please see the Health Professional Information Brochure on the TEAM Program website: www.thinkeatandmove.org

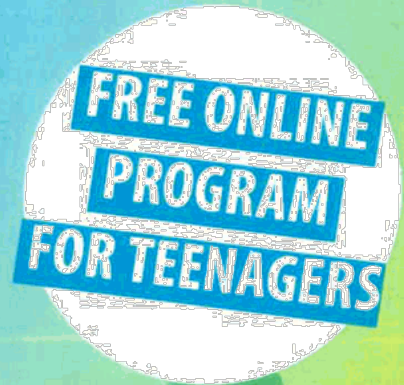
powered by:

 better health
 company.org

TEAM
 THINK EAT AND MOVE

Youth Week Working Group
Minutes - 6 February 2019

Think, Eat AND Move



Are you worried about your weight?
Do you want to be fitter, healthier
and happier?

Join our **FREE** online healthy lifestyle
program for 13 - 17 year olds who are
above a healthy weight.



Freebies include:

**FREE FITNESS
TRACKER**
(valued at \$149)

thinkeatandmove.org

1300 899 736

Youth Week Working Group
Minutes - 6 February 2019

FREE ONLINE HEALTHY LIFESTYLE PROGRAM FOR 13-17 YEAR OLDS

65 Homebush Road, Strathfield NSW 2135

P.O. Box 120, Strathfield NSW 2135

P 02 9748 9999 F 02 9764 1034

E council@strathfield.nsw.gov.au

www.strathfield.nsw.gov.au

ABN 52 719 940 263

The TEAM Program gives teenager who are above a healthy weight, an easy way to learn about nutrition, physical activity and behaviour change.

Weekly online activities

FREE resources including a fitness tracker

Personal health coaching

Complete on your phone, tablet or computer



SIGN UP NOW!

thinkeatandmove.org

1300 899 736

Think, Eat and Move Program

@thinkeatandmoveprogram

Program funded
by Central and
Eastern Sydney
PHN.



13.2 REPORT FROM TRAFFIC COMMITTEE MEETING ON 19 FEBRUARY 2019.

AUTHOR: **Gordon Malesevic, Executive Manager, Urban Services**

APPROVER: **Stephen Clements, Deputy CEO and General Manager Planning,
Environment and Urban Services**

RECOMMENDATION

That the minutes of the Traffic Committee Meeting held on 19 February 2019 be noted and the recommendations (if any) be adopted.

ATTACHMENTS

1. Traffic Committee Meeting - 19 February 2019

ATTACHMENT 1



MINUTES

Traffic Committee Meeting
19 February 2019



TRAFFIC COMMITTEE MEETING - 19 FEBRUARY 2019

MINUTES

Minutes of the Traffic Committee Meeting of Strathfield Municipal Council held on 19 February 2019, in the Main Building Meeting Room, 65 Homebush Road, Strathfield.

COMMENCING: 11.00am

CONCLUDED: 12.48PM

PRESENT: Gulian Vaccari
Mathew Blackmore
Nella Hall
Karen Pensabene
Jackie Thornburn
Kristian Calcagno
Reema Fajoun
Rabih Bekdache

Mayor
Councillor
Councillor
Councillor
Jodi McKay Office Rep.
RMS
NSW Police
Transit Systems

ALSO IN ATTENDANCE:

Mr Gordon Malesevic
Mr Kamahl Zarshenas
Ms Usha Arind

Executive Manager, Urban Services
Acting Manager Traffic, SMC
Road Safety Officer, SMC

VISITORS PRESENTING TO THE TRAFFIC COMMITTEE:

Mr John Richardson & Mr Jeff Knox

Rookwood Cemetery
(for Item 6.1 Weerona Road)

1. WELCOME AND INTRODUCTION**2. APOLOGIES**

Cr Kokkolis
Cr Doueihi

3. DECLARATIONS OF INTEREST

Nil

4. CONFIRMATION OF MINUTES

Confirmation of Minutes of 18 December 2018:

Moved: Gulian Vaccari

Seconded: Kristian Calcagno

Carried.

RECOMMENDATION

That the minutes of the Traffic Committee Meeting meeting held on 18 December 2018, a copy of which has been furnished to each Councillor, be taken as read and confirmed as a true and correct record of that meeting and that the Chairman and CEO be authorised to sign such minutes.

Voting on this item was unanimous

**5. DEFERRED/OUTSTANDING ITEMS**

Nil

6. REPORTS

- 6.1 Weerona Road Lane Reconfiguration
- 6.2 Powell's Creek Bike and Walking Track
- 6.3 Wallis Avenue and High Street – Roundabout
- 6.4 Unmade Road Closure - Lot of land known as 9 Crane Street and 2 Bridge Road
- 6.5 Henley Road Homebush West - Proposed One-Way Traffic Flow
- 6.6 Loftus Crescent, Homebush - Works Zone in Crane Street
- 6.7 Strathfield Square and Plaza - Motor Cycle Parking Relocation
- 6.8 Fitzgerald Crescent, Strathfield - Parking Restrictions
- 6.9 Subway Lane, Homebush - Parking Restrictions

7. SPECIAL EVENTS

Nil

8. ROAD SAFETY

Nil

9. GENERAL BUSINESS

- 9.1 Cr Pensabene Burlington Road for Loading Zone
- 9.2 Cr Blackmore Coronation Parade for No Stopping issues

MEETING CLOSED:

12.48pm

NEXT MEETING:

19 March 2019

6. REPORTS**6.1 Weeroona Road Lane Reconfiguration**

Council has received a request from the Rookwood cemetery to introduce two full trafficable lanes along Weeroona Rd to assist with the traffic flow and congestion.

Australia Post states: "main times that get affected are between 12pm and 4pm Monday to Friday. Also special Sundays such as Mothers and Father's Day/Easter/Christmas etc. where there can be a wait of up to 45mins to get out onto Centenary Drive due to the Rookwood traffic.

Main shift end times where Australia Post has between 60 – 100 cars exiting at the same time are 12:45 and 2:45pm but there is a regular traffic flow (not as condensed) between 12pm to 4pm due to other smaller shifts, admin staff and trucks and vans.

Eastbound traffic have two choices of right turn and left turn just after the "Keep Clear" zone. Observations showed that the left turn bay at Centenary Drive is not enough to accommodate the existing traffic and this ends up with a long queue entering into the "No Stopping area and sometime at-fault drivers will use the footway and endanger pedestrian safety.

It is proposed to reconfigure the existing carriageway - remove the "No Stopping" zone and parking lane on eastbound and shift the centreline to allow one lane westbound and two lanes eastbound.

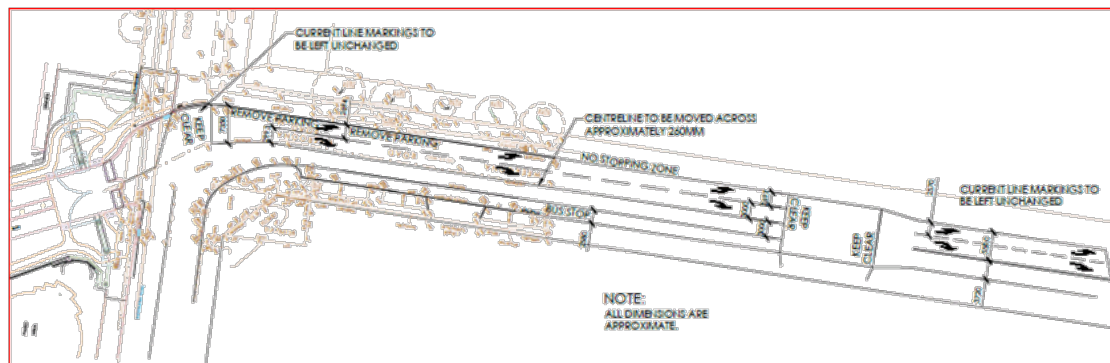


Figure 1 Proposed Reconfiguration Plan

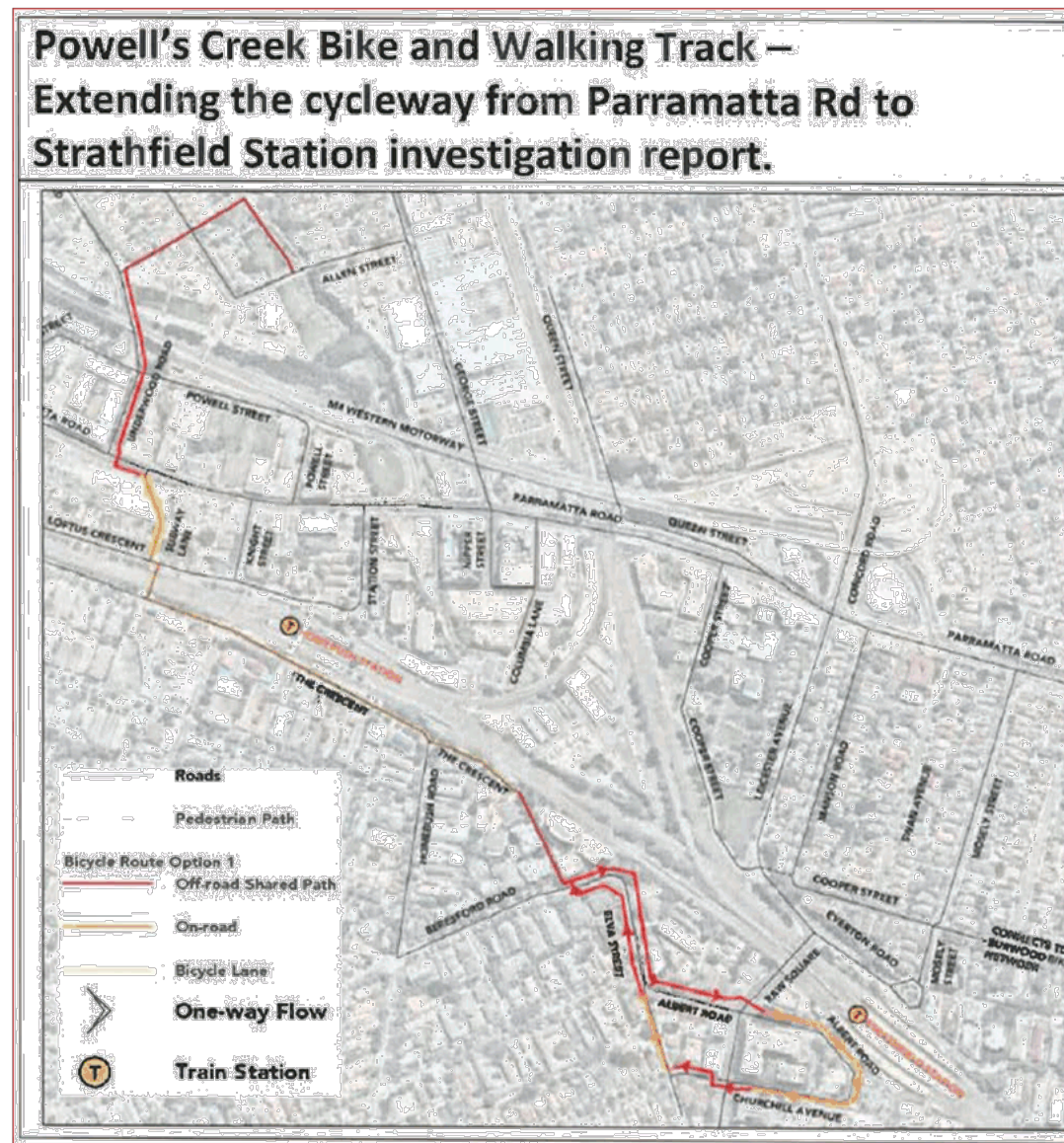
RECOMMENDATION

Council officers be given the opportunity to carry out traffic tube counts, speeds, volumes and lane widths assessments to the current RMS and Australian Standards and provide a report.

(Voting on this item was unanimous)

6.2 Powell's Creek Bike and Walking Track

Council is wanting to formalise a path for walking and cycling that currently exists in a non formal manner from Powells Creek to Strathfield Train Station, in an effort to ensure safety for all community users.



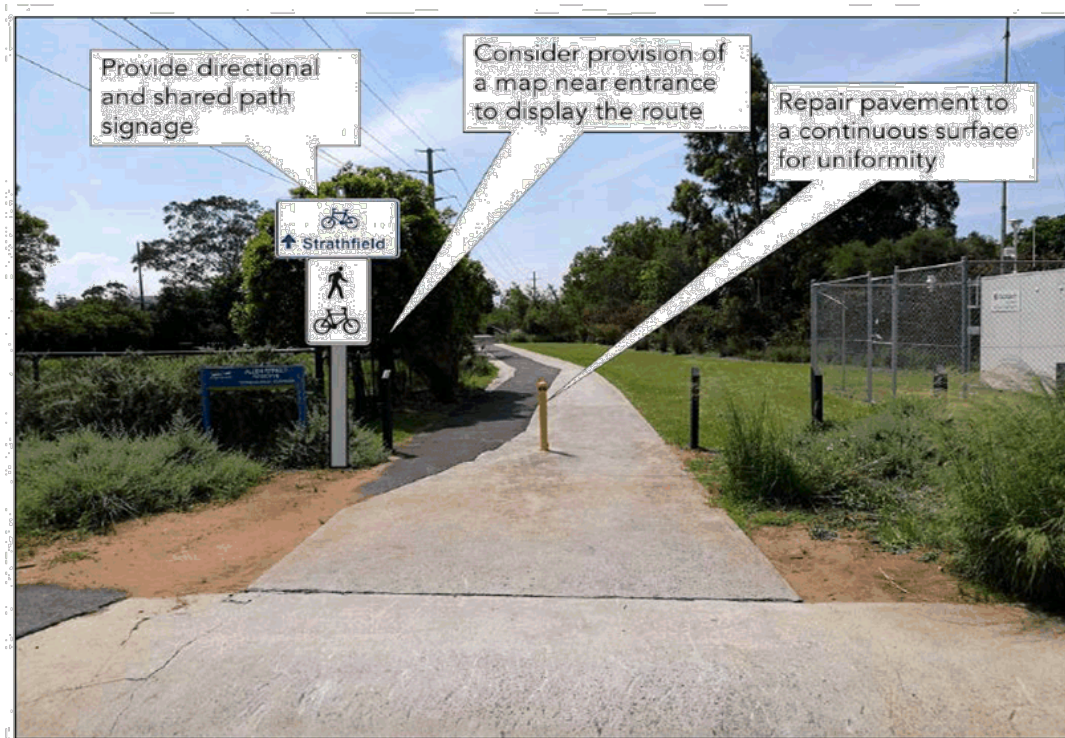


Figure 6: Entrance to Powell's Creek Corridor



Figure 7: Underwood Road (looking southwards)

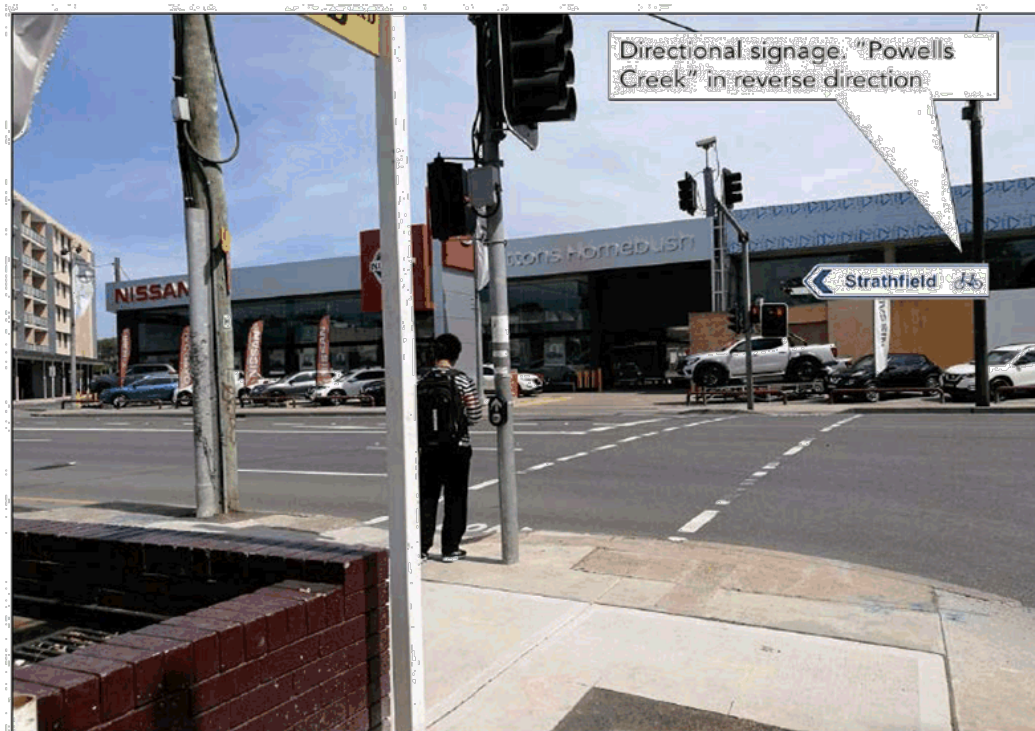


Figure 8: Parramatta Road (looking southwards)

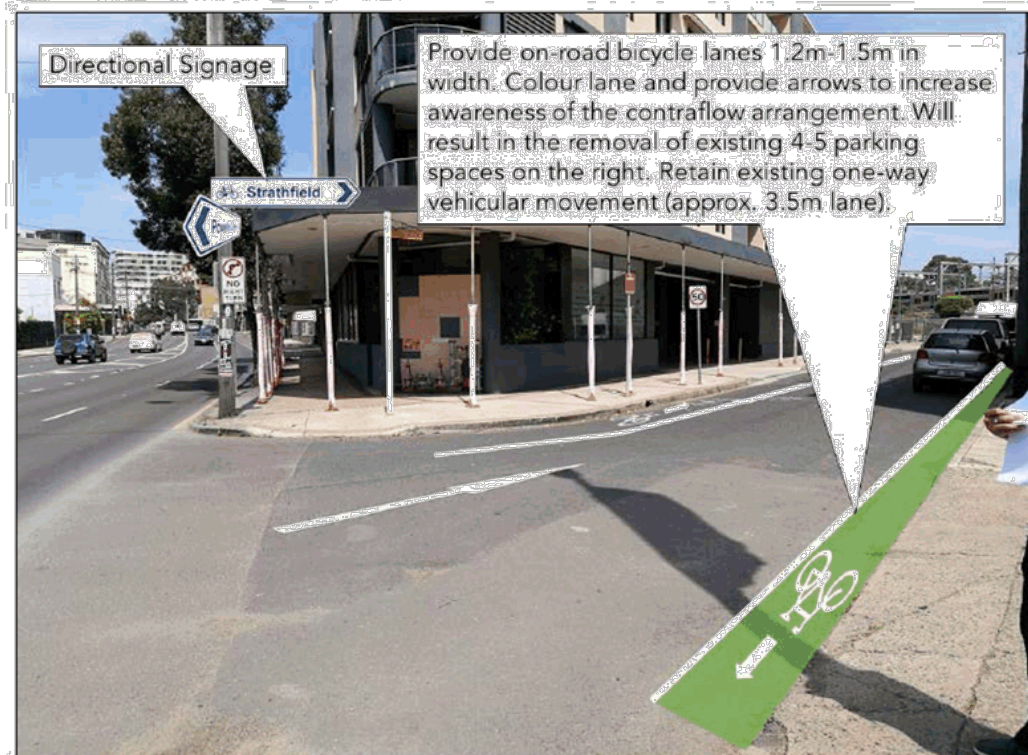


Figure 9: Subway Lane (looking southwards)

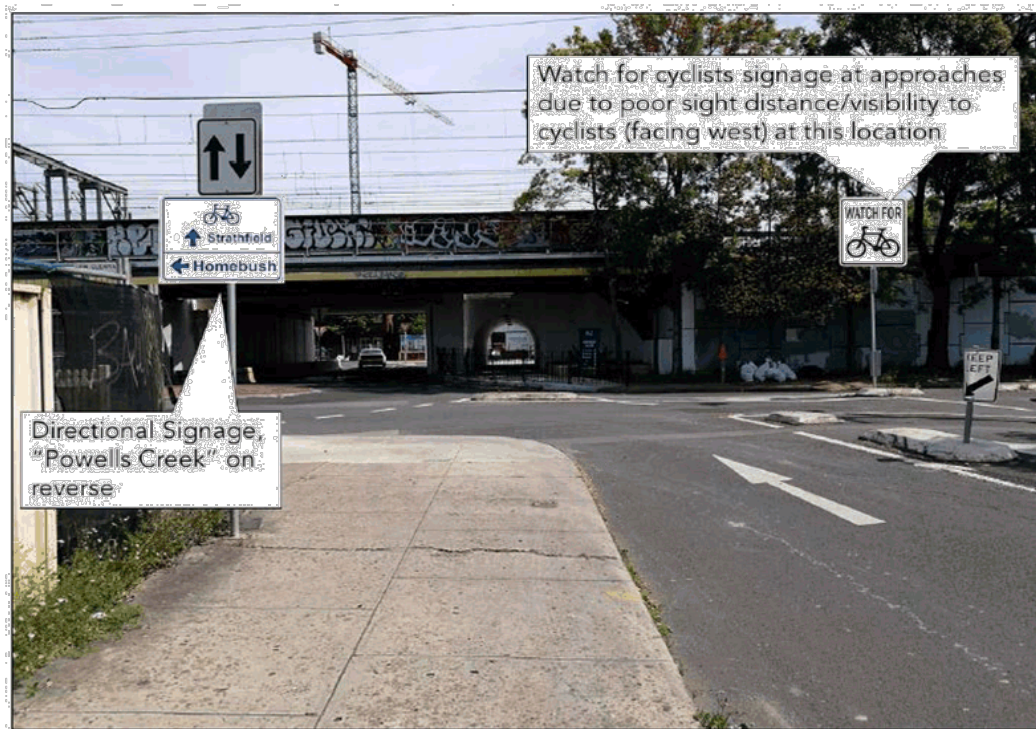


Figure 10: Loftus Crescent (looking southwards)



Figure 11: The Crescent (looking eastwards)



Figure 12: The Crescent to Beresford Road Pedestrian Link (looking southwards)



Figure 13: Beresford Road (looking eastwards)

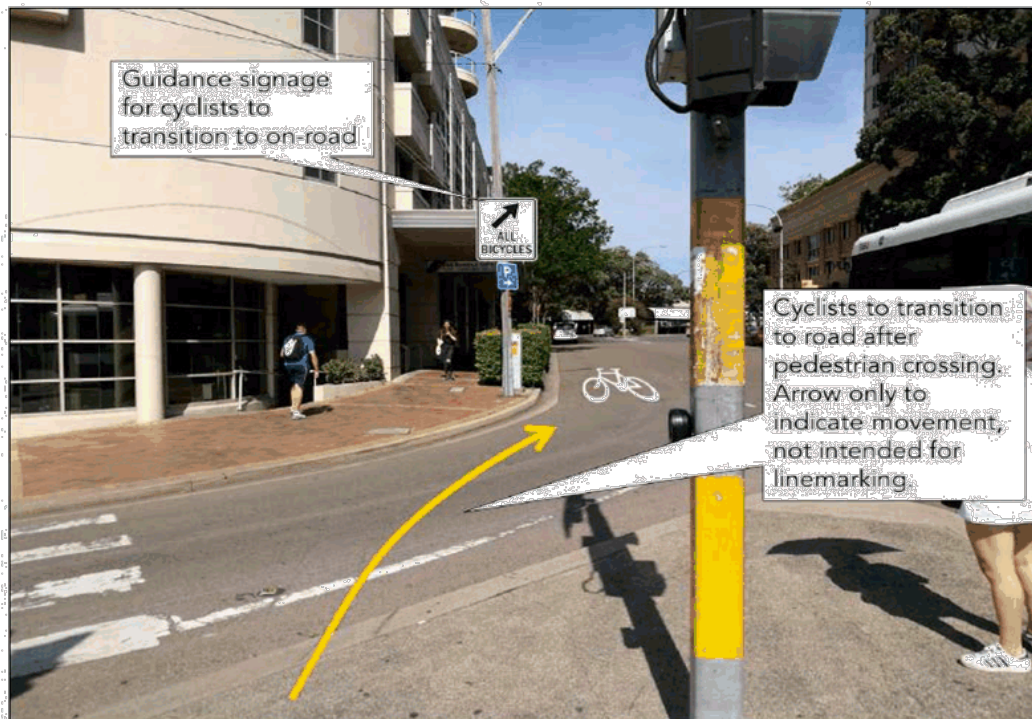


Figure 14: Albert Road (looking eastwards)



Figure 15: Strathfield Station cycle parking



Figure 16: Albert Road (looking northwards)



Figure 17: Churchill Avenue (looking westwards)



Figure 18: Churchill Avenue (looking westwards)



Figure 19: Elva Avenue (looking northwards)

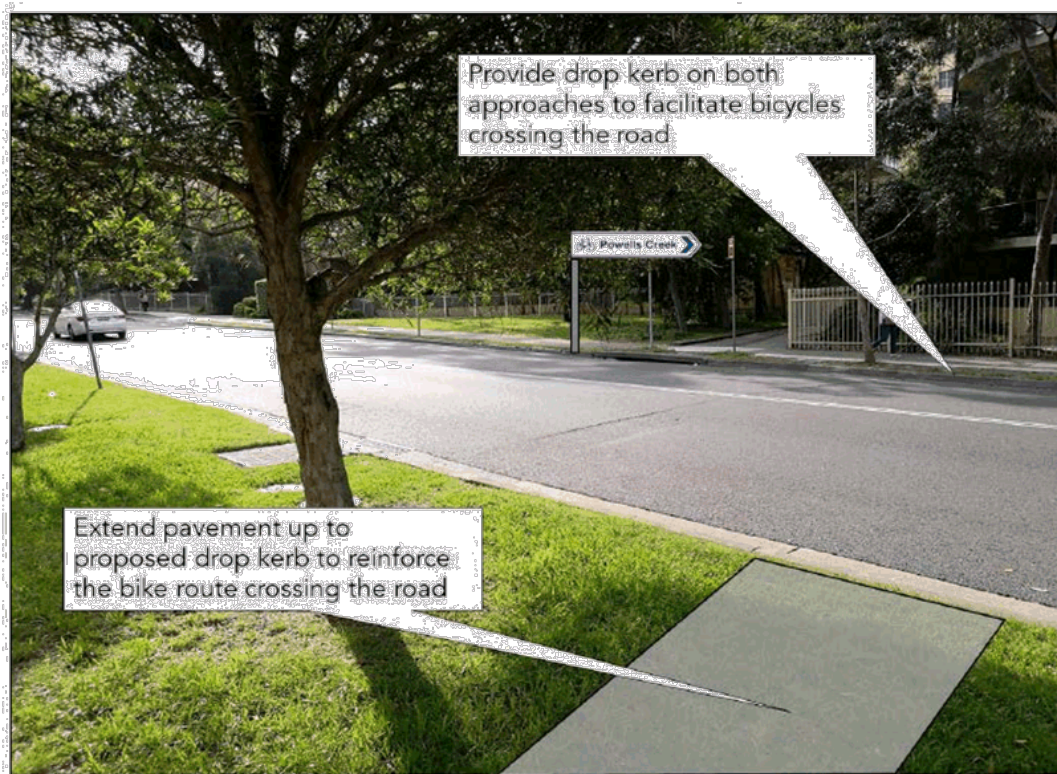


Figure 20 Beresford Road (looking northwards)

RECOMMENDATION

1. Make available to full Consultants Report to all Traffic Committee Members.
2. Investigate Active Transport RMS Funding.

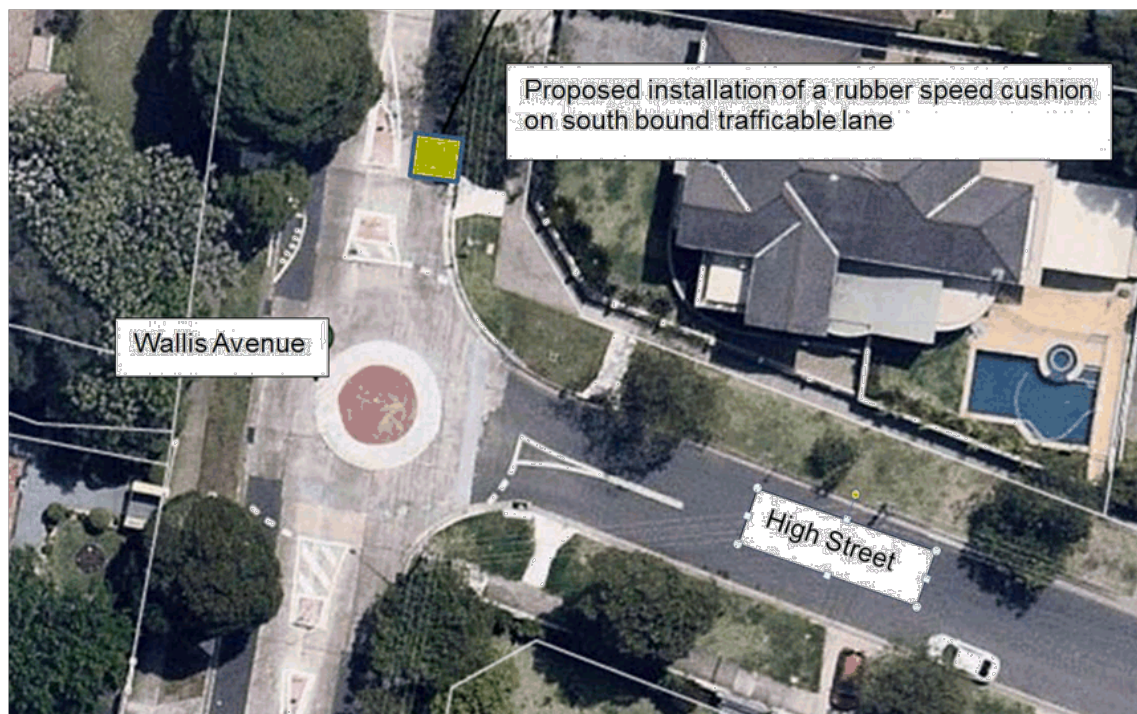
(Voting on this item was unanimous)

6.3 Wallis Avenue and High Street - Roundabout

Council was approached by residents complaining about approach speeds to the roundabout from the southerly direction and the positioning of the Ausgrid power pole.

Council's Traffic Officers assessed the RMS Black Spot funded roundabout onsite.

Council is proposing to install one speed cushion on Wallis Avenue southbound just before the roundabout after consultation with the adjacent residents. It will assist the southbound drivers to note the close proximity of the power pole.



**RECOMMENDATION**

1. To install speed cushion on Wallis Avenue southbound just before the roundabout.
2. Council approach Ausgrid to discuss possible alternatives to protect the timber pole

(Voting on this item was unanimous)

6.4 Unmade Road Closure**Lot of land known as 9 Crane Street and 2 Bridge Road**

Council is proposing the closure of the road located at 9 Crane Street and adjoining 2 Bridge Street and intern use the site as community space.

**RECOMMENDATION**

1. Representative to investigate if there is a need for Traffic Management Plan to be provided by Council for RMS concurrence.
2. Item to be reported back to next Traffic Committee Meeting.

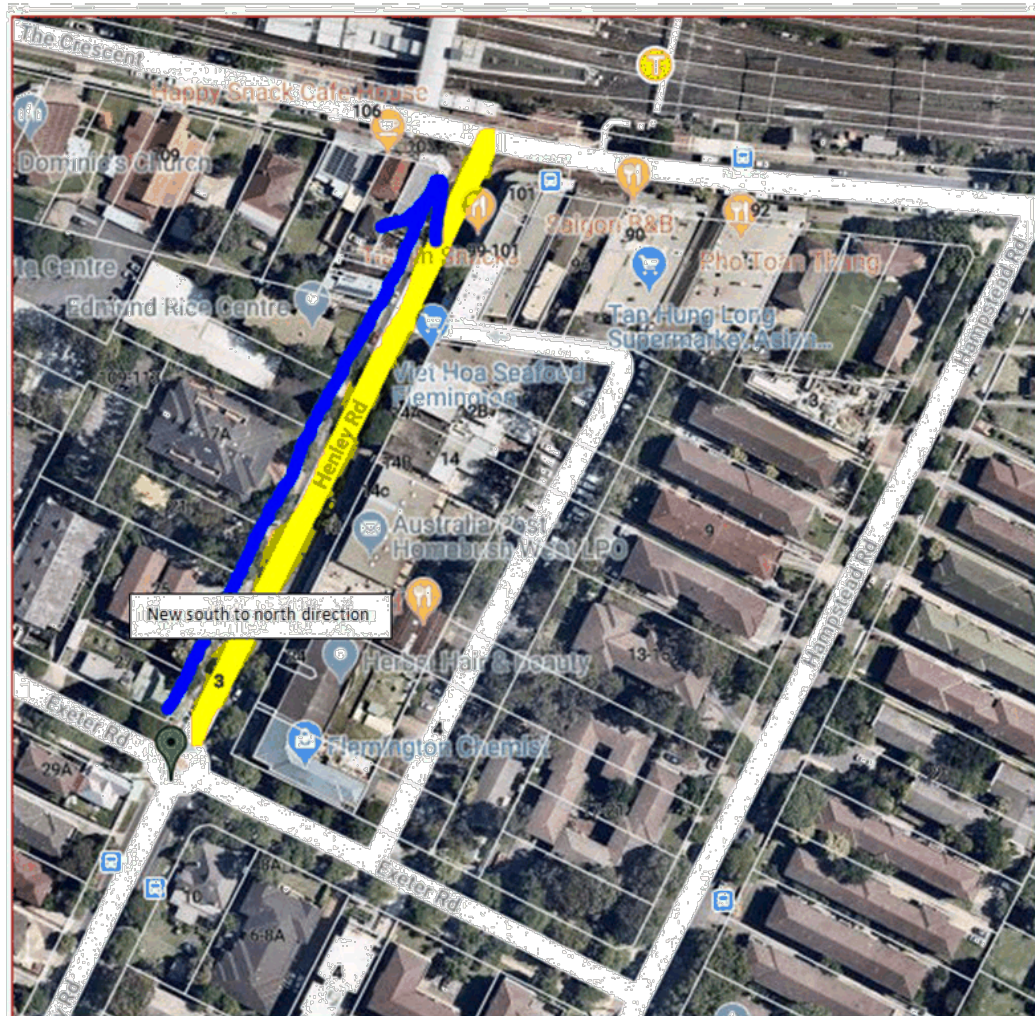
Note made on 21.02.2019

RMS advised that there is no requirement for TMP in this case.

(Voting on this item was unanimous)

6.5 Henley Road Homebush West Proposed One-Way Traffic Flow

This item was discussed at the Traffic Committee of 18 December 2018 and it was recommended to consult with all stakeholders such as Transit Systems, Transdev Bus Operator, CDC for bus routes and any impact related to the proposed changes and these discussions have taken place with the result being that Council changed the proposed Henley Rd one way direction from north to south to south to north to better suit the bus providers.



RECOMMENDATION

1. To note the change in direction.

Note:

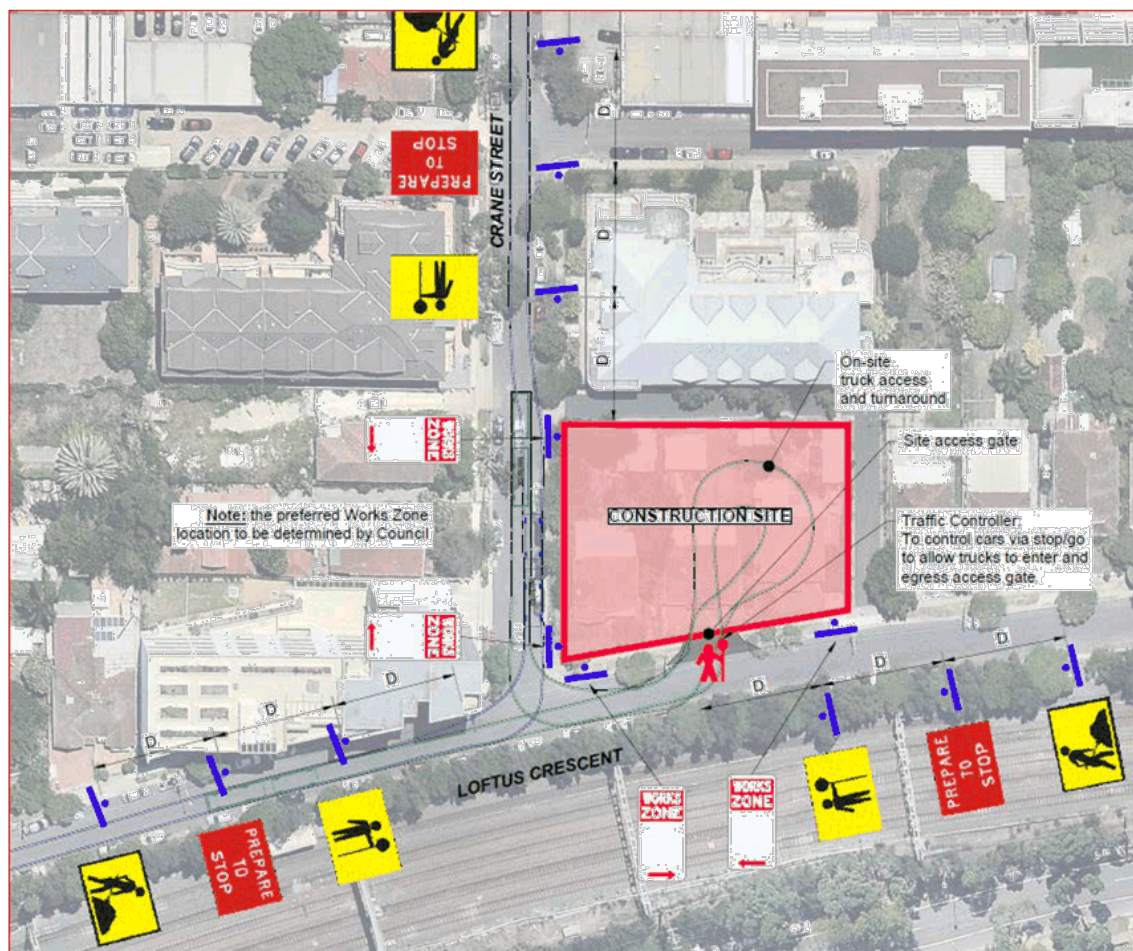
Transit System representative advised that with some bus stop adjustments for night buses to be incorporated in their system by them they do not have any issue with this project.

(Voting on this item was unanimous)

6.6 Loftus Crescent, Homebush Works Zone in Crane Street

A Works Zone application is proposed along the side of No 43 - 45 Loftus Crescent in Crane Street, Homebush for an initial period of three (3) months to assist in the demolition and construction process.

Currently the eastern side of Crane Street has unrestricted parking. It is proposed that a 23.6 metre Works Zone be installed on the southern side of Crane Street with left and right signs 7am-6pm Mon-Fri 7am-1pm Sat.



RECOMMENDATION

Approve the works zone application.

(Voting on this item was unanimous)

**6.7 Strathfield Square and Plaza
Motor Cycle Parking Relocation**

Council has received a request to consider the relocation of the existing Motor Cycle parking space in Churchill Street to a location out of the heavy trafficable area for safety of the road users in such a busy section of the road.

**RECOMMENDATION**

1. Council Officer to search for alternative motorcycle parking areas.
2. Council Officer to prepare a design for squaring up of the kerb and gutter on the departure side of existing crossing and present to next Traffic Committee meeting.

(Voting on this item was unanimous)

**6.8 Fitzgerald Crescent, Strathfield
Parking Restrictions**

Council has received a request from a resident concerned that cars are parking continually on both sides of the street in Fitzgerald Crescent, making it hard for vehicles to drive safely.

Fitzgerald Crescent has some sections with approximately 7.50 metres width between kerbs with unrestricted parking on both sides of the road. In the middle of this road there is a bend with a tight curve resulting in unsafe movements when cars are parked on both sides of the road.

It was also requested by a resident after observing Fitzgerald Crescent traffic movements in front of house Nos 6 – 8 that cars do not have enough sight lines heading north due to parked cars on the eastern side of the road.

The site was inspected by Council Officer for investigations and safety aspects of the road users. It was observed that the road width is not adequate for vehicle movements while cars are parked on both sides of the road especially on that particular bend section.

There is a small part of the kerbside between the driveways of house Nos 6 and 8 which is not adequate even for a small car. This section may be occupied by at-fault drivers as parking and encroach into either driveways. It is proposed that "No Parking" signage be installed at the innermost side of the bend section of this road for safe movements of the vehicles as shown on Figure 1. This is to comply with Road Rules and Australian Standards

**RECOMMENDATION**

"No Parking" signage be installed at the front of house No 8 on the western side of the road.

(Voting on this item was unanimous)

**6.9 Subway Lane, Homebush
Parking Restrictions**

Council has received a request from a resident to consider restrictive parking signs at the intersection of Subway Lane and Loftus Lane, Homebush to improve safety at the intersection.

Currently there are restrictive parking signs in Subway Lane and Loftus Lane, Homebush. There is not enough site distance for vehicles turning right from Loftus Lane into Subway Lane.

At-fault driver's seem to park in the "No Stopping" zone and simply encroach into this area trying to fit into the available parking space.

Council is proposing to extend "No Stopping" restrictions at the corners of the above intersections including yellow linemarking in line with the Australian Standards and RMS Technical Guidelines, to improve sight distance for motorists.

**RECOMMENDATION**

1. Council to design and install a RMS compliant detached kerbside island at the No Stopping sign.
2. The existing "No Stopping" signage in Loftus Lane be amended to have an arrow directing both ways.

(Voting on this item was unanimous)

14.1 NOTICE OF MOTION SUBMITTED BY COUNCILLOR HALL
SUBJECT: AIREY PARK COMMUNITY GYM EQUIPMENT

I MOVE:

1. That Council prepare a plan to replace the community gym equipment that includes the cost, equipment and timetable at Airey Park and a report be presented to the April 2019 Council Meeting.

RECOMMENDATION

1. That Council prepare a plan to replace the community gym equipment that includes the cost, equipment and timetable at Airey Park and a report be presented to the April 2019 Council Meeting.

ATTACHMENTS

There are no attachments for this report.

14.2 NOTICE OF MOTION SUBMITTED BY COUNCILLORS PENSABENE AND VACCARI

SUBJECT: BI-ANNUAL INCENTIVE PROGRAM FOR FOOD PREMISES

I MOVE:

That Council introduce a bi-annual incentive program for food premises in the Strathfield Local Government Area.

The program will increase the level of health and safety programs already introduced by Council Officers and enhance the star rating on government's 'Scores on Doors' scheme already operational in the LGA.

Criteria for the award will be defined by Council's Health and Safety Team and be discussed at a Councillor Workshop. Suggested awards include:

- A plaque presented the owner(s) to be displayed in their food premises
- A video published on Council's website of the business receiving the award from Council
- A successful restaurant article be published in E-news

RECOMMENDATION

That Council introduce a bi-annual incentive program for food premises in the Strathfield Local Government Area.

ATTACHMENTS

There are no attachments for this report.

14.3 NOTICE OF MOTION SUBMITTED BY COUNCILLOR HALL

SUBJECT: CONTAMINATION SITES - STRATHFIELD LOCAL GOVERNMENT AREA

I MOVE:

1. That Council prepare a brief for the next Councillor Workshop on the Centenary Park contamination issue that includes a history of the site, progress of the testing timetable and steps taken by Council.
2. That Council prepare a brief for the next Councillor Workshop of contaminated sites on the Contamination Sites Register for the Strathfield Local Government Area.

RECOMMENDATION

1. That Council prepare a brief for the next Councillor Workshop on the Centenary Park contamination issue that includes a history of the site, progress of the testing timetable and steps taken by Council.
2. That Council prepare a brief for the next Councillor Workshop of contaminated sites on the Contamination Sites Register for the Strathfield Local Government Area.

ATTACHMENTS

There are no attachments for this report.

14.4 NOTICE OF MOTION SUBMITTED BY COUNCILLOR PENSABENE
SUBJECT: BUS CONNECTOR COMMUNITY MEETING

I MOVE:

That Council hold a community meeting to announce the new Bus Connector service. Invitees to include, but not limited to, schools, RMS, Sydney Buses, shopkeepers, Flemington Markets and church community leaders.

RECOMMENDATION

That Council hold a community meeting to announce the new Bus Connector service. Invitees to include, but not limited to, schools, RMS, Sydney Buses, shopkeepers, Flemington Markets and church community leaders.

ATTACHMENTS

There are no attachments for this report.

14.5 NOTICE OF MOTION SUBMITTED BY COUNCILLOR DUGGAN
SUBJECT: AIR QUALITY AND AMENITY ISSUES IN STRATHFIELD LOCAL
GOVERNMENT AREA

I MOVE:

That Council liaise with the City of Canada Bay Council, NSW Government Office of Environment and Heritage, WestConnex and other relevant authorities to ensure Council receive air quality reports of areas in the Strathfield Local Government Area.

RECOMMENDATION

That Council liaise with the City of Canada Bay Council, NSW Government Office of Environment and Heritage, WestConnex and other relevant authorities to ensure Council receive air quality reports of areas in the Strathfield Local Government Area.

ATTACHMENTS

There are no attachments for this report.

14.6 NOTICE OF MOTION SUBMITTED BY COUNCILLOR HALL
SUBJECT: OPEN SPACE - JUNCTION OF ARTHUR STREET AND FRASER STREET

I MOVE:

That Council prepare a report for the April 2019 Councillor Workshop on how the beautification/upgrade, including any reclassification to ensure the area remains open space, of the open space at the junction of Arthur Street and Fraser Street. The report is to include associated costs and funding options.

RECOMMENDATION

That Council prepare a report for the April 2019 Councillor Workshop on how the beautification/upgrade, including any reclassification to ensure the area remains open space, of the open space at the junction of Arthur Street and Fraser Street. The report is to include associated costs and funding options.

ATTACHMENTS

There are no attachments for this report.

14.7 NOTICE OF MOTION SUBMITTED BY COUNCILLOR BLACKMORE
SUBJECT: COMMUNITY TRANSPARENCY AND ACCOUNTABILITY - DEVELOPMENT APPLICATIONS AND PLANNING PROPOSALS

I MOVE:

That Council write to the Planning Minister to consider including the following when making amendments to the Environmental Planning and Assessment Act 1979:

“All planning proposals and multi dwelling development applications made under a company name to list the following:

- Full names of all listed company directors and shareholders
- Full names of any third party that holds any option or financial interest in such property
- Any political donations made by the company or any listed director or shareholder”

RECOMMENDATION

That Council write to the Planning Minister to consider including the following when making amendments to the Environmental Planning and Assessment Act 1979:

“All planning proposals and multi dwelling development applications made under a company name to list the following:

- Full names of all listed company directors and shareholders
- Full names of any third party that holds any option or financial interest in such property
- Any political donations made by the company or any listed director or shareholder”

ATTACHMENTS

There are no attachments for this report.

GM2 2019 NATIONAL GENERAL ASSEMBLY OF LOCAL GOVERNMENT

AUTHOR: David McQuade, Senior Governance Officer

APPROVER: Mary Rawlings, Director Office of the CEO

RECOMMENDATION

1. That Council determine any Notices of Motion for submission to the 2019 National General Assembly of Local Government by 29 March 2019.
2. That Council determine its representation at the 2019 National General Assembly of Local Government.
3. That Council determine the voting delegate for the 2019 National General Assembly.

PURPOSE OF REPORT

For Council to determine Notices of Motion for submission to and representation at the 2019 National General Assembly of Local Government.

REPORT

The 2019 National General Assembly of Local Government (NGA) will be held at the National Convention Centre in Canberra from Sunday 16 June 2019 to Wednesday 19 June 2019.

The NGA of Local Government is an important opportunity for Council to influence the national policy agenda.

The theme for the 2019 NGA is ‘future focused.’ This theme acknowledges that the assembly will be held after and federal election and local government needs to come together as a sector to ensure our voice is heard by the incoming government to deliver in collaboration for our communities.

The Australian Local Government Association (ALGA) has prepared a short discussion paper to assist councils to identify motions that address the theme of the NGA. Motion(s) can address one or all of the issues identified in the discussion paper.

To be eligible for inclusion in the NGA Business Papers, and subsequent debate on the floor of the NGA, motions must meet the following criteria:

1. Be relevant to the work of local government nationally
2. Be consistent with the themes of the NGA
3. Complement or build on the policy objectives of your state and territory local government association
4. Be submitted by a council which is a financial member of their state or territory local government association
5. Propose a clear action and outcome
6. Not be advanced on behalf of external third parties that may seek to use the NGA to apply pressure to Board members or to gain national political exposure for positions that are not directly relevant to the work of, or in the national interests of, local government.

Motions should be lodged electronically using the online form available on the NGA website. Motions should be received no later than 11:59pm on Friday 29 March 2019.

2019 National General Assembly of Local Government (Cont'd)**FINANCIAL IMPLICATIONS**

Approximate expenditure for each councillor to attend the NGA is as follows:

Registration:	\$989 each attendee
Flights:	\$300 return
Accommodation:	\$1,200 – 4 nights at \$300 per night
Total	\$2,489 (approximately)

Funding has been provided in the current budget for this purpose as set out below:

Budget Item	Approved Budget	Expenditure To Date
Councillors – Conferences & Seminars	\$33,000	\$19,246.61

ATTACHMENTS

1. NGA19 Registration Brochure
2. NGA19 Discussion Paper

ATTACHMENT 1



NGA19

Charity Partner

**SOLDIER
ON**

Foundation Sponsors

McArthur
Best People Fit

JLT

Australian Government
Department of Infrastructure,
Regional Development and Cities

Platinum Sponsors

PALADIN
RISK MANAGEMENT SERVICES

**Wood
Solutions**
design + build
woodsolutions.com.au

of NGA



Experts and influencers

— Meet experts and influencers face to face.



60+ exhibitors

— Encounter over 60 exhibitors with innovative and new solutions specifically to address Local Government issues.



Largest national conference

— for Local Government held in Australia with over 870 delegates.



140+ motions debated

— Over 140 motions debated and used to engage with 24 Ministers and Federal portfolios.



15+ networking hours

— Over 15 hours available to network with other local Government leaders.

Welcome

National General Assembly
16—19 June 2019

Dear Colleagues,

It is my pleasure to invite you to the 2019 National General Assembly of Local Government at the National Convention Centre in Canberra on 16 to 19 June.

This year we are Future Focused as we mark the NGA's 25th anniversary, celebrating past achievements whilst firmly focused on the future.

Our theme this year acknowledges that change is constant - and we know you want your council to be positioned to seize the opportunities and reap the rewards for your communities.

Change is everywhere be it digital transformation, community activism, ageing demographics, population pressures, planning overlays, voice recognition, artificial intelligence and even self-driving cars are just around the corner. Layers of complexity are added by attitudes to climate change, energy generation, cost shifting and tax distributions. Not to mention increasing community expectations about the level and types of services and infrastructure provided by councils.

It is up to each and every council to understand these developments, work through the challenges, and find the best way to shape their response to

their communities. The NGA this year will consider what councils can do today to get ready for the challenges, opportunities and changes that pave the path ahead.

As part of our exciting program, delegates can look forward to hearing from leading politicians; receiving deep insights from nation-leading experts; being inspired by keynote speakers at the forefront of community engagement and crowd-powered communities; and concurrent sessions exploring housing affordability and density pressures; community harm and waste. Together we will ignite thought-provoking discussions about what can be expected as we look to the future.

Previous NGAs have provided participants with experiences, inspiration, information and an abundance of tools and techniques to take back and apply in their councils. This year will be no exception.

This year's NGA will also be held just after the next federal election. Before the dust settles, join us to make sure the incoming government is focussed on the future of our sector, and the future prosperity and wellbeing of our communities. When we come together, the power of our collective voices working to sustain vital funding and programs for local government cannot be denied - it is an unmissable opportunity for your council's voice to be heard.

The NGA is the only event on the local government calendar that truly brings councils, staff and industry together nationwide to advocate, network, celebrate, learn and build strategic relationships that, collectively, will position participants at the forefront of local governance in Australia.

Are you Future Focused?



Mayor David O'Loughlin
 ALGA President

Future
 Focused

NGA 19

25 Years of NGA

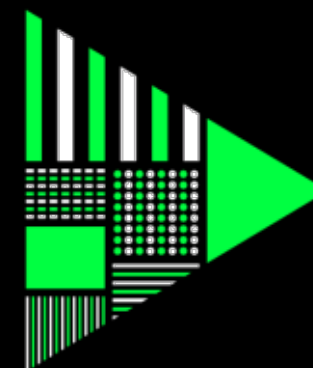
Key Dates:

Submissions of Motions for Debate
 By 11.59pm Friday 29 March 2019

Early Bird Registration
 On or before Friday 10 May 2019

Standard Registration
 On or before Friday 7 June 2019

Late Registration
 After Friday 7 June 2019



Speakers

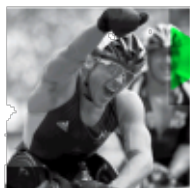
Keynote Speakers



KAREN MIDDLETON

Political Commentator

The ins-and-outs for Local Government post-election.



KURT FEARNLEY

Paralympic Champion

An incredible story of drive and courage who will also provide insights into the opportunities to improve services for the disabled.



KYLIE COCHRAN

Community Engagement Specialist

A fantastic presenter that makes understanding community engagement a pleasure through practical examples and humour.



STEVE SAMMARTINO

Artsholar Futurist, Author, Technologist and Speaker

Futurist, whose energy and passion will challenge current thinking and what to anticipate in the future.



GRETEL KILLEEN

TV Personality

Gretel's knack for humorous story telling draws on her family farming background and varied TV hosting experiences.



NATALIE EGLETON

CEO — Foundation for Rural and Regional Renewal

Natalie works with philanthropists, business and government to strengthen rural, regional and remote communities.



DR JÓN SIGFÚSSON

Drug Prevention in Iceland

An international perspective on how to tackle youth drug use.



DR ERIN LALOR

CEO — Alcohol and Drug Foundation

Providing insights on how councils are achieving great outcomes in reducing drug and alcohol use in their communities.

Program

2019 National General Assembly
16 — 19 June

National Convention Centre
Canberra

Future Focused
25 Years of NGA

SUNDAY 16 JUNE	
08:00am	Registration Opens
05:00pm - 07:00pm	Welcome Reception
MONDAY 17 JUNE	
09:00am	Opening Ceremony Wally Bell — Welcome to Country
09:20am	ALGA President Opens the Assembly
09:30am	Prime Minister Address
10:00am	ALGA President Address
10:30am	MORNING TEA
11:00am	Keynote Address Karen Middleton — How did Local Government Fair Post Election
11:45am	Panel of Mayors Opportunities for Local Government Post Election
12:30pm	LUNCH
01:30pm	Keynote Address Steve Sammartino — Crowd Powered Communities <i>Exploring a future where the way forward is about handing over the technology tools of design and production to those who populate our communities.</i>
02:30pm	Councils Using Technology to Excel
03:00pm	AFTERNOON TEA
03:30pm	Debate on Motions
04:30pm	Federal Minister for Local Government
04:55pm	ALGA President Close
07:00pm	Networking Dinner Australian War Memorial

TUESDAY 18 JUNE	
09:00am	Keynote Address Andrew Beer: Dean of Research and Innovation UniSA — The Role of Local Government in Housing Australians in the 21st Century
10:30am	Keynote Address Kylie Cochrane: Global Leader in Community Engagement — Engaging with your Community into the Future
11:00am	MORNING TEA
11:30am	Debate on Motions
12:30pm	LUNCH
01:30pm	Concurrent Sessions Housing your Community TBC Reducing Community Harm Dr Jón Sigfússon — Working with local government in alcohol and drug misuse in youth — a preventative approach from Iceland Dr Erin Lalor — Local Drug Action Teams — an Australian community led approach to alcohol and drug misuse Built Environment in Your Community TBC Your Community, Your Environment TBC
03:00pm	AFTERNOON TEA
03:30pm	Leader of the Opposition Address
04:00pm	Debate on Motions
07:00pm - 11:00pm	National General Assembly Dinner To be announced

WEDNESDAY 19 JUNE	
09:00am	The Great Debate Revenue, Cost Shifting, Rate Capping
10:00am	David Pich: CEO, Institute of Managers and Leaders — Leadership Matters
10:30am	MORNING TEA
11:00am	Keynote Address Kurt Fearnley — Overcoming the Odds
12:00pm	ALGA President's Close — ALGA National Lobbying Priorities
12:30pm	LUNCH

PROVISIONAL PROGRAM

2019 REGIONAL COOPERATION
AND DEVELOPMENT FORUM

SUNDAY 16 JUNE

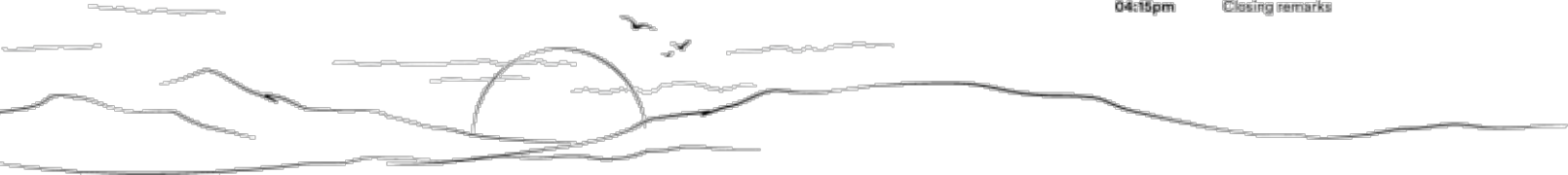
NATIONAL CONVENTION CENTRE
CANBERRA

REGIONS ARE DYNAMIC, MOVING THROUGH BOOM AND
BUST CYCLES AND TIMES OF GROWTH AND DECLINE.

WITH CASE STUDIES AND FACILITATED HYPOTHETICAL
SESSIONS AND Q&A PANELS OF INDUSTRY EXPERTS, THIS
YEAR'S FORUM FOCUSES ON 2 MAIN THEMES:

BOOM OR BUST: THE REGIONAL YO-YO DIET
*The rising pressures of rapidly growing regions, and those
in decline, who are the winners and losers and how (re)action
to housing, youth, integration and social cohesion, the
impact of drought, funding and resilience.*

CONNECTED COMMUNITIES
*Digital readiness, the importance of social connectivity
in a digital world, transport linkages and the challenges
of digital demography with large, geographically-dispersed
communities.*



SUNDAY 16 JUNE	
09:30am	Wally Bell — Welcome to Country
09:40am	ALGA's President Opening
09:50am	Keynote Address Gretel Killeen — Personal experiences in our regions, setting the scene and hypothetical introduction
10:05am	Boom or Bust: the Regional Yo-Yo Diet Examining regional growth and decline related to social cohesion, settlement, impacts of drought and funding
11:15am	Morning Tea
11:45am	Shadow Minister for Regional Services, Territories and Local Government Address
12:00pm	Q&A Panel How regional leaders are tackling real problems in our rural and regional communities
12:45pm	State of the Regions Report Launch
01:15pm	Lunch
02:15pm	Connected Communities Exploring digital readiness telecommunications, transport, youth projects and successful Local Government initiatives
03:30pm	Afternoon Tea
04:00pm	Minister for Regional Development, Territories and Local Government
04:15pm	Closing remarks

REGIONAL FORUM 2019

Registration

GENERAL ASSEMBLY REGISTRATION FEES		INCLUSIONS
Registration Fees — Early Bird Payment received by Friday 10 May 2019	\$989.00	<ul style="list-style-type: none"> Attendance at all General Assembly sessions Morning tea, lunch and afternoon tea as per the General Assembly program 1 Ticket to the Welcome Reception: Sunday 16 June General Assembly satchel and materials
Registration Fees — Standard Payment received on or before Friday 7 June 2019	\$1,099.00	
Registration Fees — Late Payment received after Friday 7 June 2019	\$1,199.00	

GENERAL ASSEMBLY REGISTRATION FEES		INCLUSIONS
Monday 17 June 2019	\$529.00	<ul style="list-style-type: none"> Attendance at all General Assembly sessions on the day of registration Morning tea, lunch and afternoon tea as per the General Assembly program on that day General Assembly satchel and materials
Tuesday 18 June 2019	\$529.00	
Wednesday 19 June 2019	\$280.00	

SUNDAY REGIONAL FORUM REGISTRATION FEES		
Forum Only — Sunday 16 June 2019	\$445.00	
NGA Delegate Delegates attending the Regional Forum and the NGA are entitled to this discount	\$245.00	

ACCOMPANYING PARTNERS REGISTRATION FEES		INCLUSIONS
Accompanying Partners Registration Fee	\$280.00	<ul style="list-style-type: none"> 1 Ticket to the Welcome Reception — Sunday 16 June Day Tour 'Lake Cruise to Monet' — Monday 17 June Day Tour 'Pottery and Wine Experience' — Tuesday 18 June Lunch with General Assembly Delegates — Wednesday 19 June

Information



Payment Procedures:

Payment can be made by:

Credit card
MasterCard and Visa

Cheque
Made payable to ALGA

Electronic Funds Transfer
Bank: Commonwealth Bank
Branch: Guthrie
BSB No: 083995
Account No: 164997760

NOTE: If paying via EFT you must quote your transaction reference number on the registration form.

Cancellation Policy:

All alterations or cancellations to your registration must be made in writing and will be acknowledged by email. Notification should be sent to:

Conference Co-ordinators
PO Box 4994
Chisholm ACT 2965

Facsimile: 02 6292 9002
E-mail: conference@confco.com.au

An administration charge of \$110.00 will be made to any participant cancelling before Friday 10 May 2019.

Cancellations received after Friday 30 May 2019 will be required to pay full registration fees. However, if you are unable to attend, substitutes are welcome at no additional cost.

By submitting your registration you agree to the terms of the cancellation policy.

Photographs:

During the National General Assembly there will be a contracted photographer; the photographer will take images during the sessions and social functions.

If you have your picture taken it is assumed that you are giving consent for ALGA to use the image.

Images may be used for print and electronic publications.

Privacy Disclosure:

ALGA collects your personal contact information in its role as a peak body for local government. ALGA may disclose your personal contact information to the sponsors of the event for the purposes of commercial business opportunities. If you consent to ALGA using and disclosing your personal contact information in this way, please tick the appropriate box on the registration form.

Importantly, your name may also be included in the General Assembly List of Participants. You must tick the appropriate box on the registration form if you wish your name to appear in this list.

Canberra Weather in June:

Winter days in Canberra are characterised by clear sunny skies but the days are cool at around 12-15°C and temperatures do drop to 1c on average in the evenings, so be sure to bring a warm jacket. Mornings can be foggy so keep this in mind when booking flights. It is best to avoid early arrivals or departures in case of delays due to fog.

Coach Transfers:

Welcome Reception and Exhibition

Opening — Sunday 16 June 2019
Coaches will collect delegates from all General Assembly hotels (except Crowne Plaza Canberra) at approximately 4:45pm. The return coaches will depart at 7:00pm.

Daily Shuttles to and from the

National Convention Centre
A shuttle service between all General Assembly hotels (except Crowne Plaza Canberra) and the National Convention Centre will operate between 6:00am and 8:30am. Return shuttles will depart the National Convention Centre at 5:30pm.

Networking Dinner: Australian War

Memorial — Monday 17 June
Coaches will collect delegates from all General Assembly hotels at approximately 6:45pm. A return shuttle service will commence at 10:15pm.

General Assembly Annual Dinner:

To be announced — Tuesday 18 June
Coaches will collect delegates from all General Assembly hotels at approximately 6:45pm. A return shuttle service will operate between 10:30pm and 11:45pm.

Car Parking:

Parking for delegates is available underneath the National Convention Centre for a cost of approximately \$19.00 per day. Alternatively, voucher public parking is available 200m from the Centre at a cost of approximately \$15.70 per day. The voucher machines accept either coins or credit cards (Visa or MasterCard).

Functions

Welcome Reception and Exhibition Opening

Sunday 16 June 2019

Venue: National Convention Centre

The Welcome Reception will be held in the exhibition hall and foyer.

05:00pm—07:00pm

\$50.00 per person for day delegates and guests. No charge for full registered delegates. No charge for registered accompanying partners.

Dress Code: Smart casual.

Networking Dinner

Monday 17 June 2019

Venue: Australian War Memorial

The dinner is being held in the Anzac Hall.

07:00pm—11:00pm

\$110.00 per person.

Dress Code: Smart casual.

This year we take the Networking Dinner to the Australian War Memorial, regarded as one of the most significant war memorials worldwide.

Dinner will be held in the Anzac Hall where you can see historical Military items such as famous Lancaster bomber G for George in the Striking By Night exhibit, a midget submarine created from sections of two full sized submarines in Sydney Under Attack, and world war

aircraft in the Over The Front: The Great War In The Air exhibition.

You are welcome to browse these at your leisure whilst also having the opportunity to network with delegates from other councils and organisations.

Note: Numbers are limited and booking early is highly recommended.

General Assembly Dinner

Tuesday 19 June 2019

Venue: To be announced.

07:00pm—11:00pm

\$140.00 per person.

Dress Code:
Lounge suit/collar & tie for men
Cocktail for women.

Note: Bookings are accepted in order of receipt.

Partner Tours

Monday 17 June 2019

Lake Cruise to Monet

Enjoy the view from the recently refurbished MV Southern Cross Yacht as you cruise around Lake Burley Griffin learning about some of Canberra monuments, museums and political landmarks.

After lunch, there will be an opportunity to view the Monet: Impression, Sunrise Exhibition at the National Gallery Australia. This exclusive exhibition will feature Monet pieces on loan from Paris and London along with work from artists like JMW Turner inspired by the impressionist master.

Tuesday 18 June 2019

Pottery and Wine Experience

Today we will be travelling just out of Canberra to nearby town of Murrumbateman. Here we will be visiting Hillgrove Pottery where we will be treated to a history of pottery, demonstrations and a tour of the centre.

We will also be joined by local boutique winery, Idyllic Hills Wines, who will provide tastings and the opportunity for you to ask any questions you have ever had in the process of wine making.

We will then begin making our way back to Canberra with a stop for lunch along the way.

Crowne Plaza

1 Birara Street, Canberra.

The Crowne Plaza is adjacent to the Convention Centre.

Twin option at the hotel consists of two double beds.

Superior Room \$325 per night
— Single/twin/double

Deluxe Room \$375 per night
— Single/twin/double

Avenue Hotel

60 Northbourne Avenue, Canberra.

The Avenue Hotel is one of the newest options in Canberra and offers guests both studio and apartment style rooms. The hotel is a 15-20 minute walk from the Convention Centre.

Twin option at the hotel consists of two king singles.

Superior King Rooms \$280 per night
— Single/twin/double

1 Bedroom Apartments \$350 per night
— Single/double

Waldorf

2 Akuna Street, Canberra.

Located in the heart of Canberra's CBD, the Waldorf is only a five minute walk from the National Convention Centre.

Twin option at the hotel consists of two single beds. Additional costs will apply if more than 2 guests are within the one room.

Studio Apartment \$210 per night
— Single/twin/double

1 Bedroom Apartment \$230 per night
— Single/twin/double

Mantra

84 Northbourne Avenue, Canberra

Mantra on Northbourne is centrally located within the CBD and approximately a 15-20 minute walk from the National Convention Centre.

Bedding configuration in a hotel room is one king or two single beds and a 1 bedroom apartment has one queen or two singles.

Hotel Room \$240 per night
— Single/twin/double

1 Bedroom Apartment \$280 per night
— Single/twin/double

Novotel

65 Northbourne Avenue, Canberra

Located on Northbourne Avenue, one of Canberra's main thoroughfares, the Novotel is a 15 minute walk from the National Convention Centre.

Twin option for the Standard Room type consists of two double beds and the

Executive Room type consists of one king bed and a pull out sofa bed.

Standard Room \$290 per night
— Single/twin/double

Executive Room \$325 per night
— Single/twin/double

Medina Apartment Hotel

74 Northbourne Avenue, Canberra.

The Medina Apartments Hotel James Court is approximately a 15-20 minute walk from the National Convention Centre

Twin option at the hotel consists of two single beds.

Note: Reception operates between the hours of 06:30am and 11:00pm

1 Bedroom Apartment \$225 per night
— Single/twin/double

2 Bedroom Apartment \$290 per night
— Single/double

QT Hotel

1 London Circuit, Canberra

QT Hotel is a modern hotel with boutique style furnishings, central to the city and a 10 minute walk to the National Convention Centre.

Twin option at the hotel consists of two single beds.

Standard Room \$240 per night
— Single/twin/double

Future
Focused

NGA19

16—19 June 2019, Canberra
National Convention Centre



Registration:

Online: nga19.com.au

Hard copy registration forms and PDF versions are available by emailing:

NGA@confco.com.au



Debate on Motions:

To assist in identifying motions for the 2019 NGA, a discussion paper has been prepared and is available at: ALGA.asn.au

Submission of motions can also be accessed at: ALGA.asn.au



Celebrating 25 Years of NGA

nga19.com.au

ATTACHMENT 2



Future Focused

Call for Motions
Discussion Paper 2019

National General Assembly
of Local Government **2019**

16—19 June 2019



KEY DATES

End of November 2018
Opening of Call for Motions

29 March 2019
Acceptance of motions close

16 - 19 June 2019
National General Assembly

SUBMITTING MOTIONS

The National General Assembly of Local Government (NGA) is an important opportunity for you and your council to influence the national policy agenda.

To assist you to identify motions that address the theme of the NGA, the Australian Local Government Association (ALGA) Secretariat has prepared this short discussion paper. You are encouraged to read all of the sections of the paper, but are not expected to respond to every question. Your motion/s can address one or all of the issues identified in the discussion paper.

To be eligible for inclusion in the NGA Business Papers, and subsequent debate on the floor of the NGA, motions must meet the following criteria:

1. be relevant to the work of local government nationally
2. be consistent with the themes of the NGA
3. complement or build on the policy objectives of your state and territory local government association
4. be submitted by a council which is a financial member of their state or territory local government association
5. propose a clear action and outcome
6. not be advanced on behalf of external third parties that may seek to use the NGA to apply pressure to Board members or to gain national political exposure for positions that are not directly relevant to the work of, or in the national interests of, local government.

Motions should generally be in a form that seeks the NGA's support for a particular action or policy change at the Federal level which will assist local governments to meet local community needs. For example: That this National General Assembly call on the Federal Government to restore funding for local government financial assistance grants to a level equal to at least 1% of Commonwealth taxation revenue.

Motions should be lodged electronically using the online form available on the NGA website at: www.alga.asn.au. All motions require, among other things, a contact officer, a clear national objective, a summary of the key arguments in support of the motion, and endorsement of your council. Motions should be received no later than 11:59pm on Friday 29 March 2019.

Please note that for every motion it is important to complete the background section on the form. Submitters of motions should not assume knowledge. The background section helps all delegates, including those with no previous knowledge of the issue, in their consideration of the motion.

All motions submitted will be reviewed by the ALGA Board's NGA Sub-Committee as well as by state and territory local government associations to determine their eligibility for inclusion in the NGA Business Papers. When reviewing motions, the Sub-Committee considers the importance and relevance of the issue to local government. Please note that motions should not be prescriptive in directing how the matter should be pursued. With the agreement of the relevant council, motions may be edited before inclusion in the NGA Business Papers to ensure consistency. If there are any questions about the substance or intent of a motion, ALGA will raise these with the nominated contact officer. Any motion deemed to be primarily concerned with local or state issues will be referred to the relevant state or territory local government association, and will not be included in the NGA Business Paper.

INTRODUCTION

The purpose of this discussion paper is to provide guidance to councils developing Motions for Debate at the 2019 National General Assembly. This will be the 25th National General Assembly and will focus on the future of local government and local communities. It will consider what Councils can do today to get ready for the challenges, opportunities and changes that lie ahead.

Local governments across Australia already face a host of challenges including financial constraints, adapting to rapidly evolving technologies and community expectations of access to 24/7 services via websites, mobiles and call centres, changes in demographics and population size and preferred means of community engagement. It is unlikely that these challenges will disappear. In some cases, they will be compounded by climate change, the ageing population and further advances in disruptive technologies including artificial intelligences.

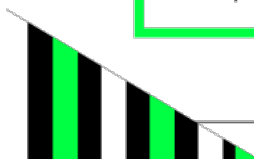
The challenges may also be exacerbated by increasing community expectations about the level and types of services and infrastructure provided by councils and the community's willingness to pay. The community, as council's customers, are increasingly growing accustomed to steadily falling prices for better products and services such as cars, computers, overseas travels. Exceptions to this are housing and in many cases government services such as health care and tertiary education. Another exception is council rates. While a number of states have capped rates, rates across the nation typically continue to rise.

In the case of rates, local communities can perceive that they are being asked to pay more money for the same product. The community may feel that they are paying enough and are therefore unlikely to be supportive of rate rises or swing behind the call for increased federal funding for local government ($\geq 1\%$ FAGs).

KEY QUESTIONS

This therefore raises the questions of:

1. What can local governments do differently now, and in the future, to deliver more for less?
 - o Are there new business models and new partnerships, new technologies and the willingness to reduce, phase out or change existing practices, opportunities for more sophisticated service planning and more efficient procurement?
2. How can local governments collaborate, be entrepreneurial and embrace disruption and innovation?
3. How can the Commonwealth Government help local governments prepare for the future and why should they care?
 - o What are the opportunities for leveraging regional, state and national partnerships?



THE PRESENT

Demographics

In 2018 the Australian population reached the 25 million mark.

73% of the population lives in stand-alone houses, while 27% of the population live in homes such as flats, apartments, semi-detached, row houses and town houses. 38% of occupied apartments are in high rise blocks with four or more storeys. That's up from 18% in 2006.

67% of Austalians live in capital cities, 23% in other urban areas and 10% live in rural Australia. In total more than 90% of our population lives within 100km of the coast making us one of the world's most urbanised coastal dwelling populations. 86% of all Aussie households have internet access at home.

Australia has an aging population and we're also living longer with almost 4,000 people over the age of 100. In 2017, 308,000 babies were born. As a population, we're made up of more than six million families and they come in all shapes and sizes¹.

Diversity and culture

Australia has one of the most multicultural populations in the world with more than 300 different ancestries and 28% of our resident population born overseas – nearly 7 million people. Across the country more than 300 languages are spoken.

At the 2016 Census 50.7% of the population was female. However, gender equality advances have stalled across the local government sector. The rates of women in senior positions are far lower than any other tier of government. At the last round of local government elections, women accounted for just 32 per cent of all candidates and were elected to 30 per cent of positions. Even fewer (24 per cent) mayoral candidates were women but almost all were elected. Women account for 46 per cent of staff positions but this falls as the management level rises. Only 11 per cent of council chief executives are women².

At the 2016 Census Aboriginal and Torres Strait Islander people made up 2.8 per cent of the Australian population (approximately 649,000 out of 23.4 million people). Only eight politicians who identify as Indigenous have served in the Federal Parliament with six of those having been elected since 2010³. With the exception of a small number of local governments it is expected that there are very few Aboriginal and Torres Strait Islanders holding elected or senior executive positions in local government (data is not available for this issue).

According to the 2016 Census, almost 50 per cent of Australians were born overseas or had a parent born overseas. Census data also indicates that almost one quarter of Australians speak languages other than English in their homes. State and federal parliaments and local governments should reflect contemporary Australia but fail to do so.

A 2016 report by the Australian Human Rights Commission revealed that 1.61 per cent of federal and state public service heads of department, and 0 per cent of federal Ministers and Assistant Ministers come from a non-European background. In the federal parliament 79 per cent of the 226 elected members in the Australian Parliament have an Anglo-Celtic background, 16 per cent have a European background and those from a non-European background make up less than four per cent of the total⁴. There are no statistics available about cultural diversity in local government.

Fair Work Australia statistics indicate that workers compensation claims involving alleged bullying in local government were among the second highest of all sectors in 2017, with 42.2 claims per 100 million hours worked in 2017, up from being the third highest in 2016⁵.

Roles and funding

The scale and functional scope of local government spending has been subject to significant change over the last two decades. According to a report by the McKell Institute there has been a fourfold increase in spending by local governments in nominal terms (7.3% p.a. compound growth rate) from total outlays of A\$8.2 billion in 1994-95 to A\$33.6 billion in 2014-15 and \$35.9 billion in 2016-17 despite the fact that in some jurisdictions significant public service responsibilities (such as water and sewerage) have been stripped out from local government.

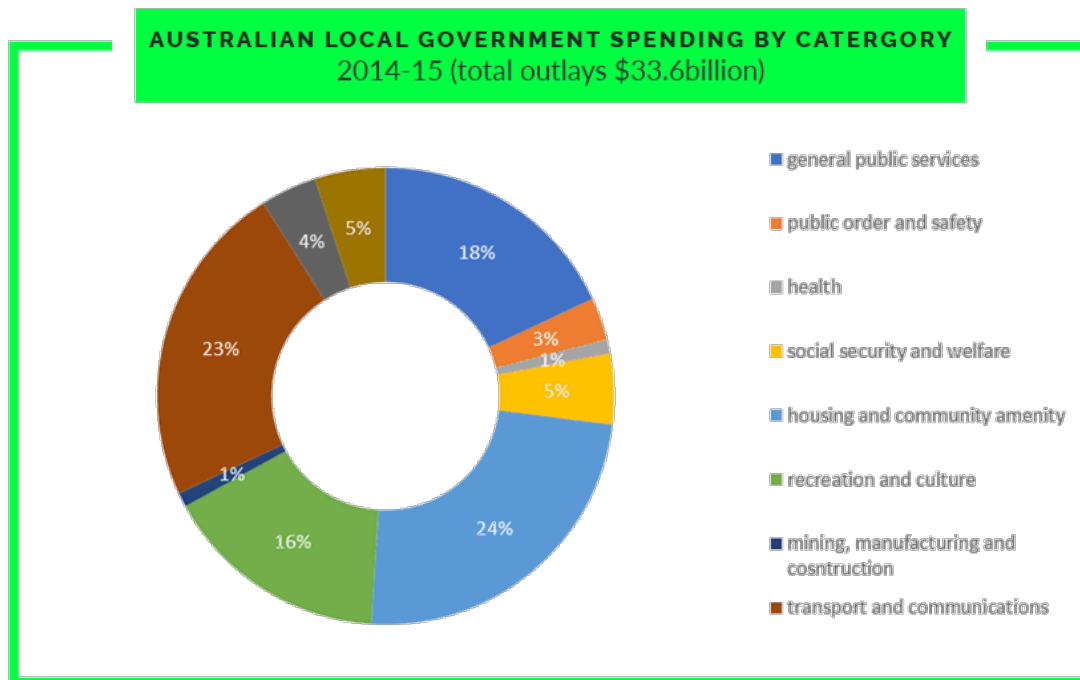
Causes for the increase in functions undertaken by local government⁶ include cost shifting, the need to address market failure (particularly in rural areas where it is commonly not financially viable for the private sector to provide essential goods and services such as aged care or childcare) and increasing community demand which has been rising steeply over the past two decades.

A gap has emerged between the community's propensity to pay for various amenities and the cost to council in providing those services. This has resulted in local governments under-charging and failing to effectively demonstrate the cost to consumers.

KEY QUESTION

What can local governments do differently?

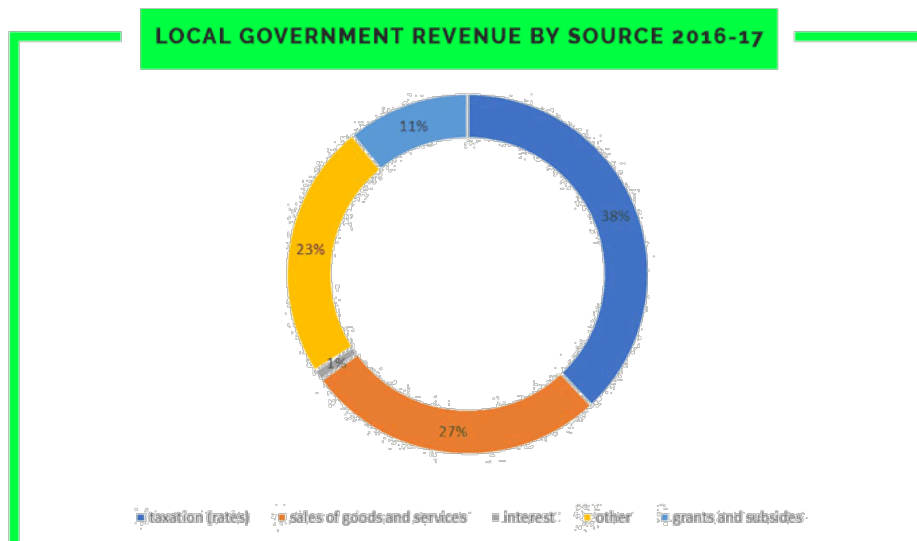




The following table demonstrates some of the key changes in local government expenditure between 2011-12 to 2016-17

Expense by purpose	Proportion of total expenditure	
	2011-12	2016-17
Transport and communications	23.7%	21.5%
Housing and community services	22.3%	24.2%
General public service	18.3%	17.6%
Recreation and culture	15%	16.6%
Social security and welfare	5.3%	4.8%
Other purpose	3.9%	4.2%
Other economic affairs	3.6%	3.6%
Public order and safety	2.6%	2.5%
Public debt transaction	2.1%	1.8%
Health	1.3%	1.2%
Mining, manufacturing and construction	1.2%	1.0%
Education	0.5%	0.6%
Fuel and energy	0.1%	0%
Agriculture, forestry and fishing	0.1%	0.1%
Total in \$\$	\$30.6b	\$35.9b

Between 2011-12 and 2016-17 local government revenue increased from \$36 billion to \$45.5 billion. Of this 88% (in 2011-12) and 89% (in 2016-17) was own source revenue⁷. Funding from the Commonwealth Government in the form of Financial Assistance Grants (FAGs) was \$2.14 billion in 2011-12 and \$2.29 billion (following the end on the freeze to indexation).



KEY QUESTIONS

How can the Commonwealth Government help local governments?

Why should they care?

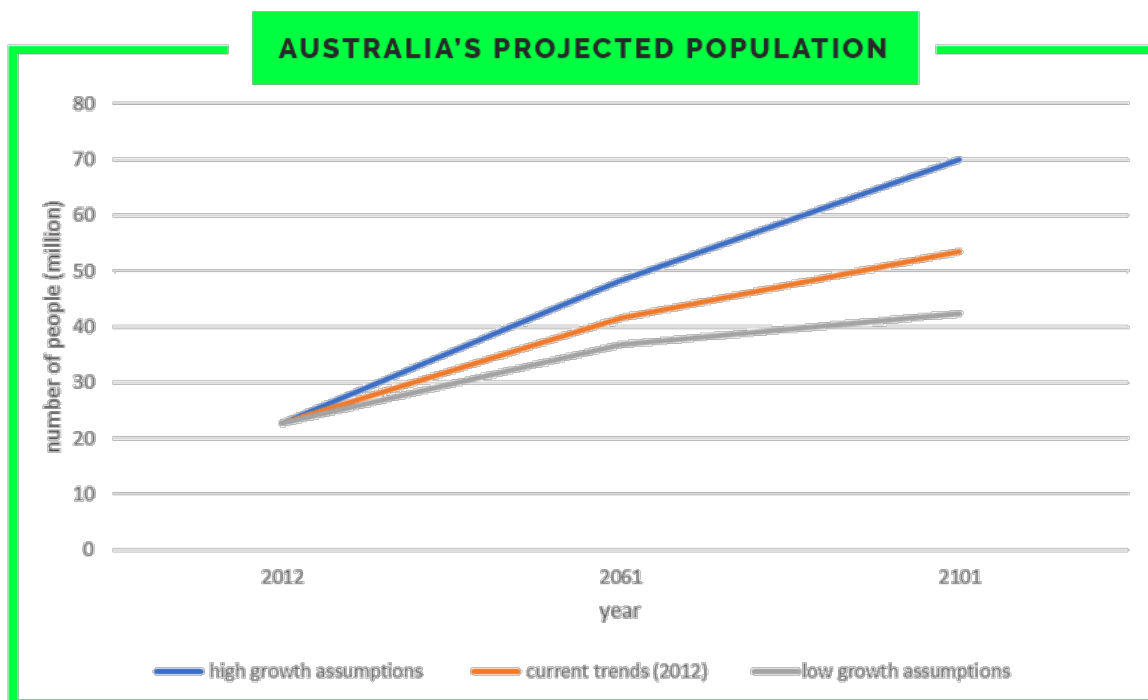
Total assets increased from \$350 billion in 2011-12 to \$467 billion in 2017-18. It has been estimated that the gross replacement value of local government infrastructure for all Australian councils was \$438 billion in 2014. 11% or \$47 billion of assets are in poor or very poor condition and require renewal or upgrade. Seven per cent or \$31 billion of the asset stock has poor function requiring upgrading to meet current or emerging local and regional service level targets for safety, compliance, social, environmental and economic performance. A further seven per cent or \$31 billion of assets have poor capacity and require augmenting to support growth and meet service needs⁸.

THE FUTURE

Demographics

Population projections by the Australian Bureau of Statistics illustrate the growth and change in population which would occur if certain assumptions about the future level of fertility, mortality, internal and overseas migration were to prevail over a projection period. Based on an estimated resident population of 22.7 million people at 30 June 2012 the population has been projected to increase to between 36.8 and 48.3 million people by 2061 and to between 42.4 and 70.1 million by 2101.

The median age of Australia's population (37.3 years at 30 June 2012) is projected to increase to between 38.6 years and 40.5 years in 2031 (high growth and low growth respectively) and to between 41.0 years and 44.5 years in 2061.



Source: ABS Population projections, Australia 2012 3222.0

Assuming the current (2012) trends continuing, the population will grow in all states and territories except Tasmania. All capital cities except Darwin are projected to experience higher percentage growth than their respective state or territory balances, resulting in a further concentration of Australia's population within the capital cities. In 2012, 66% of Australians lived in a capital city. By 2061 this proportion is projected to increase to 74%.

KEY QUESTIONS

*What partnerships, business models
can help local Government
deliver more with less?*

State	2012	2061		
		Low growth scenarios (C)	Current trend (B)	High growth scenario
NSW total	7.3 million	10.8 million	11.5 million	12.6 million
Sydney	4.7 million	8.0 million	8.5 million	8.9 million
Balance	2.6 million	2.9 million	3 million	3.7 million
Victoria Total	5.6 million	9.0 million	10.3 million	12.1 million
Melbourne	4.2 million	7.6 million	8.6 million	9.8 million
Balance	1.4 Million	1.4 million	1.7 million	2.3 million
Queensland total	4.6 million	7.9 million	9.3 million	11.1 million
Brisbane	2.2 million	3.8 million	4.8 million	5.6 million
Balance	2.4 million	4.1 million	4.5 million	5.5 million
Western Australia total	2.4 million	5.4 million	6.4 million	7.7 million
Perth	1.9 million	4.4 million	5.4 million	6.6 million
Balance	500,000	975,000	950,800	1.1 million
South Australia total	1.7 million	2.1 million	2.3 million	2.6 million
Adelaide	1.3 million	1.7 million	1.9 million	2.2 million
Balance	377,900	373,700 *	387,400	451,200
Tasmania Total	512,200	460,900 #	565,700 #	714,000
Hobart	217,000	228,700	270,600	339,300
Balance	295,400	232,200	295,100	374,700
Northern Territory total	235,200	455,700	453,000	457,800
Darwin	131,900	254,800	225,900	182,000
Balance	103,200	203,000	227,100	273,700
ACT Total	375,100	612,400	740,900	904,100

* In the low growth scenario, the population for the balance of South Australia is projected to increase marginally over the next twenty years, peaking at 398,100 in 2033, before declining to 373,700 in 2061.

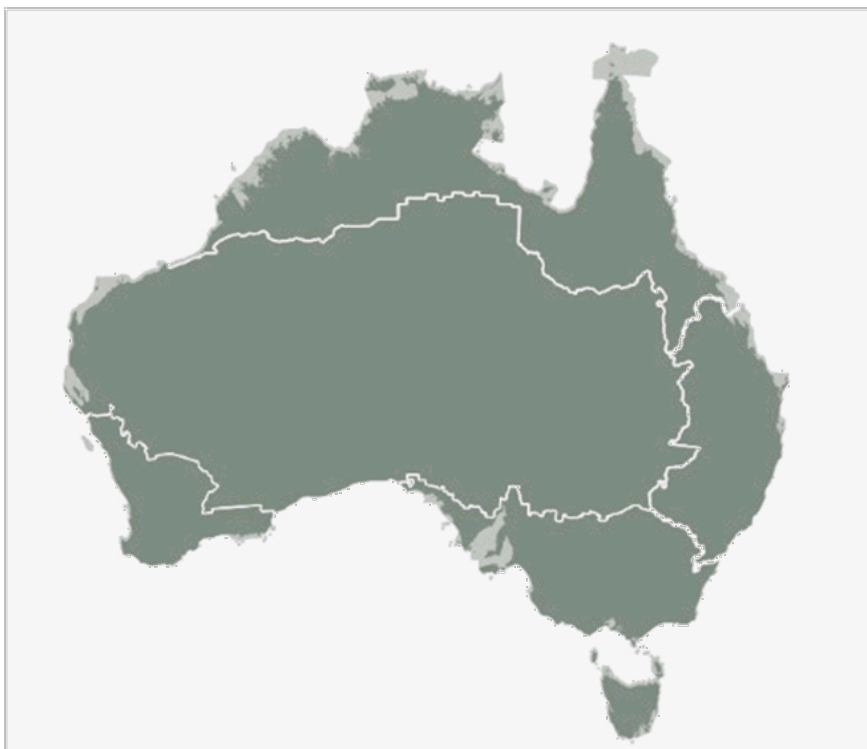
In the current trend scenario (2012) Tasmania's population increases slowly before levelling out by around 2046 and then decreasing marginally from 2047 onwards. In the low growth scenario Tasmania's population increases only slightly over the first 15 years and begins to decline from 2028 onwards⁹.

In the high growth scenario, Australia's growth rate initially increases to 1.9% per year and remains above the 20-year average (1.3%) until the middle of the century. Over the second half of the century, growth rates gradually decline, reaching 1.0% in 2071 and 0.8% in 2101. In the current (2012) trend scenario Australia's annual growth rate decreases from 1.7% in 2012 to 1.0% in 2045, and to 0.5% in 2101. In the low growth scenario Australia's annual growth rate decreases at a faster rate, reaching 1.0% in 2031 and 0.2% in 2101.

Climate Change

The CSIRO and Bureau of Meteorology have compiled different models for predicting the outcome of climate change in Australia. According to this work, droughts are predicted to increase in a large portion of southern Australia, ("medium" level of confidence). It is predicted that in the main the southern half of Australia will experience less rainfall in winter, spring or both (high or medium confidence). Every part of Australia will continue to experience increases in average temperature, and will have a higher frequency of hot days. This will also result in higher evaporation across Australia, which will continue to make drought conditions worse in the future.

People living in large cities can be more susceptible than non-urban dwellers to the effects of heatwaves as a result of the urban heat island effect. This is caused by the prevalence in cities of heat absorbing materials such as dark coloured pavements and roofs, concrete, urban canyons trapping hot air, and a lack of shade and green space in dense urban environments. It can result in substantially higher temperatures (particularly overnight) than surrounding non-urban areas.



<https://www.climatechangeinaustralia.gov.au/en/climate-projections/future-climate/regional-climate-change-explorer/super-clusters/>

Northern Australia

- Average temperatures will continue to increase in all seasons (very high confidence).
- More hot days and warm spells are projected with very high confidence.
- Changes to rainfall are possible but unclear.
- Increased intensity of extreme rainfall events is projected, with high confidence.
- Mean sea level will continue to rise and height of extreme sea-level events will also increase (very high confidence).
- With medium confidence, fewer but more intense tropical cyclones are projected.

The Rangelands

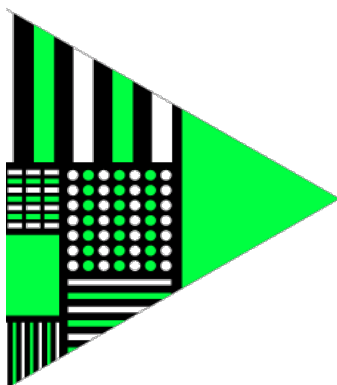
- Average temperatures will continue to increase in all seasons (very high confidence).
- More hot days and warm spells are projected with very high confidence. Fewer frosts are projected with high confidence.
- Changes to summer rainfall are possible but unclear. Winter rainfall is projected to decrease in the south with high confidence.
- Increased intensity of extreme rainfall events is projected, with high confidence.
- Mean sea levels will continue to rise and height of extreme sea-level events will also increase (very high confidence).

Eastern Australia

- Average temperatures will continue to increase in all seasons (very high confidence).
- More hot days and warm spells are projected with very high confidence. Fewer frosts are projected with high confidence.
- Average winter and spring rainfall is projected to decrease with medium confidence. Changes in summer and autumn are possible but unclear.
- Increased intensity of extreme rainfall events is projected, with high confidence.
- Mean sea level will continue to rise and height of extreme sea-level events will also increase (very high confidence).
- A harsher fire-weather climate in the future (high confidence).

Southern Australia

- Average temperatures will continue to increase in all seasons (very high confidence).
- More hot days and warm spells are projected with very high confidence. Fewer frosts are projected with high confidence.
- A continuation of the trend of decreasing winter rainfall is projected with high confidence. Spring rainfall decreases are also projected with high confidence. Changes to summer and autumn rainfall are possible but less clear.
- Increased intensity of extreme rainfall events is projected, with high confidence.
- Mean sea level will continue to rise and height of extreme sea-level events will also increase (very high confidence).
- A harsher fire-weather climate in the future (high confidence).



KEY QUESTIONS

How can local governments collaborate, build partnerships to address climate change?

Table 1 Climate Change Projections for selected Australian Cities

Variable	2030 (intermediate emission scenario)	2090 (intermediate emission scenario)	2090 (high emission scenario)
Adelaide			
Temperate	0.7	1.5	2.9
Rainfall (%)	-4	-7	-9
Days over 35°C (currently 20)	26	32	47
Alice Springs			
Temperate	1	2.1	4.4
Rainfall (%)	-2	-5	-4
Days over 35°C (currently 94)	113	133	168
Brisbane			
Temperate	0.9	1.8	3.7
Rainfall (%)	-4	-9	-16
Days over 35°C (currently 12)	18	27	55
Cairns			
Temperate	0.7	1.4	2.9
Rainfall (%)	0	-2	-2
Days over 35°C (currently 3)	5.5	11	48
Canberra			
Temperate	0.8	1.8	3.8
Rainfall (%)	-2	-6	-5
Days over 35°C (currently 20)	7.1	12	29
Darwin			
Temperate	0.9	1.8	3.7
Rainfall (%)	0	-1	+4
Days over 35°C (currently 11)	43	111	265
Dubbo			
Temperate	1	2.1	4.2
Rainfall (%)	-2	-4	-6
Days over 35°C (currently 22)	31	44	65
Hobart			
Temperate	0.6	1.4	2.9
Rainfall (%)	1	-1	-2
Days over 35°C (currently 1.6)	2	2.6	4.2
Melbourne			
Temperate	0.6	1.5	3
Rainfall (%)	-2	-7	-9
Days over 35°C (currently 11)	13	16	24
Perth			
Temperate	0.8	1.7	3.5
Rainfall (%)	-6	-12	-18
Days over 35°C (currently 28)	36	43	63
Sydney			
Temperate	0.9	1.8	3.7
Rainfall (%)	-3	-2	-3
Days over 35°C (currently 3.1)	4.3	6	11

Source: Webb, L.B. and Hennessy, K. 2015, Projections for selected Australian cities, CSIRO and Bureau of Meteorology, Australia.

Employment

Into the future, some of the most significant factors influencing employment will include change in industry structure, technological advances and globalisation. The trend towards employment requiring skills and training is also set to continue. The CSIRO estimates that while 44 per cent of Australian jobs are potentially at high risk of automation, this technology will also be responsible for the creation of new jobs. A projected growth area for regional economies is in the human services-related industries, particularly health care and social assistance for an ageing population. This will have significant implications for regional populations as service industries are more likely to cluster in regional centres than in smaller towns and rural areas. Tourism and related industries such as accommodation, food services and retail trade are also expected to continue to deliver economic growth in regional areas with help from the low Australian dollar. The knowledge economy, science, technology and finance will drive employment growth in urban areas.

Technology

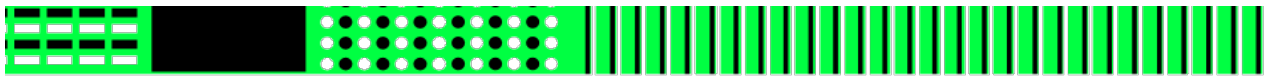
The pace of technological change at present is increasing and almost daily we hear of new technologies that will disrupt existing markets and change the way our communities live, work, play and travel. It is difficult to predict which of these new technologies will come to fruition, let alone the full impact that they will have. It is also difficult to predict what is likely to occur in the future in terms of the type of technological changes and the speed of change. Forward planning is therefore problematic but it is reasonably safe to assume that drones and electric vehicles and semi-or fully autonomous vehicles (self-driving cars) will be part of our future. These will have dramatic impact on the look and feel of our communities and the services and infrastructure needed to support them.

Local government services that utilise Artificial Intelligence (AI) are already emerging. AI has the ability to tap into social media to learn about problems in real time. When people post or tweet about issues in the local area AI powered systems can improve council response times and reduce costs. Predictive elements in AI help councils analyse infrastructure issues and fix small problems before they grow larger. Modern systems can track water pressure and alert workers to fix pipes before they burst. The application of blockchain should allow local councils to reduce a great amount of transaction costs in the delivery of local services, while also providing greater transparency and participation for citizens.

Contact centre chat bots (virtual customer service assistants) can help the public to pay parking fines and rates, or apply for a permit at any time. Customer service AI can help community members find the information they need. Website AI can help individuals navigate online services. Some AI can even help residents with applications, guiding them through the process and suggesting additional services.

KEY QUESTIONS

How can local government embrace disruption and innovation?



AI technology is an opportunity to reimagine how future services can be delivered as well as gain value in:

- Reducing demand on services
- Improving efficiencies
- Enhancing the customer experience
- Driving better decision making from data insights

AI technology will not displace a team or service but complement it to truly be user-centric. It can reduce the burden of administrative tasks enabling staff to put their skills to more strategic and creative tasks and gain faster access to valuable insights. In doing so, the council is empowered to make better decisions for citizens.

AI has benefits for the workplace and citizens alike helping solve a problem and improving the lives of citizens. AI can have an enabling role in achieving this for local government today and for the 'council of the future.'

REFERENCES

PAGE FIVE - THE PRESENT:

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² Evans, M and Haussegger, V (2017) why are women so poorly represented in local government administrative leadership and what can be done about it? <http://www.5050foundation.edu.au/assets/reports/documents/online-gender-diversity-co-design-workshop-1-.pdf>

³ Joint select committee on constitutional recognition relating to the Aboriginal and Torres Strait Islander Peoples (2018) Interim report. The Parliament of the Commonwealth of Australia.

⁴ Australian Human Rights Commission (2016) The 'Leading for Change' blueprint

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⁶ The McKell Institute (2016) Giving local governments the reboot: improving the financial sustainability of local governments.

⁷ Australian Bureau of Statistics (2018) Government Finance Statistics, Australia, 2016-17 Catalogue No: 55120 <http://www.abs.gov.au/ausstats/abs@.nsf/mf/5512.0>

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PAGE SEVEN - POPULATION

⁹ Source: ABS Catalogue 3222.0 - Population Projections, Australia, 2012 (base) to 2101 (LATEST ISSUE Released at 11:30 AM (CANBERRA TIME) 26/11/2013) [http://www.abs.gov.au/ausstats/abs@.nsf/Products/3222.0Main%20Features%20%20\(base\)%20to%202101?opendocument&tabname=Summary&prodno=3222.0&issue=2012%20\(base\)%20to%202101&num=Cview](http://www.abs.gov.au/ausstats/abs@.nsf/Products/3222.0Main%20Features%20%20(base)%20to%202101?opendocument&tabname=Summary&prodno=3222.0&issue=2012%20(base)%20to%202101&num=Cview) (downloaded 4 September 2018)



AUSTRALIAN
LOCAL GOVERNMENT
ASSOCIATION

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CS1 INVESTMENT REPORT AS AT 31 JANUARY 2019

AUTHOR: Jenny Nascimento, Executive Manager, Financial Service and Chief Financial Officer

APPROVER: Melinda Aitkenhead, Director Corporate & Financial Services

RECOMMENDATION

That the record of cash investments as at 31 January 2019 noted.

PURPOSE OF REPORT

To submit Council's record of cash investments as at 31 January 2019 pursuant to Clause 212 of the Local Government (General) Regulation 2005.

REPORT

Investment Portfolio as at 31 January 2019

Term Deposits	Rating	Investment Date	Maturity Date	Term (Days)	Interest Rate	Amount
AMP	A1	10/09/2018	11/03/2019	182	2.80%	2,000,000
AMP	A1	2/10/2018	1/04/2019	181	2.75%	1,000,000
Auswide	A2	2/11/2018	1/05/2019	180	2.75%	2,000,000
Auswide	A2	10/12/2018	11/06/2019	183	2.85%	3,000,000
Bendigo	A2	21/08/2018	18/02/2019	181	2.75%	2,000,000
Bank of Queensland	A2	3/09/2018	4/03/2019	182	2.75%	2,000,000
Bank of Queensland	A2	27/08/2018	25/02/2019	182	2.75%	2,000,000
Bank of Queensland	A2	9/01/2019	8/07/2019	180	2.80%	1,000,000
Bankwest	A1+	21/08/2018	20/05/2019	272	2.80%	2,000,000
Commonwealth Bank of Australia	A1+	10/09/2018	11/03/2019	182	2.64%	2,000,000
Commonwealth Bank of Australia	A1+	31/08/2018	27/02/2019	180	2.70%	3,000,000
National Bank	A1+	3/12/2018	3/06/2019	182	2.73%	2,000,000
National Bank	A1+	3/12/2018	3/06/2019	182	2.73%	2,000,000
National Bank	A1+	3/12/2018	3/06/2019	182	2.73%	2,000,000
National Bank	A1+	3/12/2018	3/06/2019	182	2.73%	2,000,000
National Bank	A1+	9/01/2019	8/07/2019	180	2.72%	2,000,000
ME Bank	A2	26/11/2018	25/02/2019	91	2.65%	2,000,000
ME Bank	A2	21/01/2019	22/07/2019	182	2.75%	1,000,000
Suncorp	A1	31/08/2018	27/02/2019	180	2.70%	2,000,000
Suncorp	A1	31/08/2018	27/02/2019	180	2.70%	2,000,000
Suncorp	A1	31/08/2018	27/02/2019	180	2.70%	2,000,000
Westpac	A1+	28/08/2018	25/02/2019	181	2.65%	2,000,000
						43,000,000

Investment Report as at 31 January 2019 (Cont'd)

Investment Portfolio as at 31 January 2019

Call Accounts	Rating	Term	Interest Rate	Amount
CBA General Fund	A-1+	At Call	1.25%	733,457
CBA Business Online Saver	A-1+	At Call	1.30%	5,075,758
AMP	A-1	At Call	1.80%	2,067,932
TCorp IM Cash Fund	A-1+	At Call	2.26%	2,060,194
				9,937,341

Total Investments

2.61%**52,937,341**

In accordance with Council's investment policy the following limits apply in relation to the maximum proportion of the total investment portfolio which can be invested for each credit rating category.

Investments Represented by	as at 31 January 2019
Externally Restricted Reserves	
Domestic Waste Management	3,631,114
Unexpended Grants	1,076,932
Section 94	23,409,369
Stormwater Management	1,005,852
Total Externally Restricted Reserves	29,123,267
Internally Restricted Reserves	
Plant Replacement	1,129,614
ELE	1,285,159
Deposits	7,880,483
Adshel	270,000
Technology	358,034
Carry Forwards	206,796
Future Major Expenditure	1,371,370
Parkscape Improvements	29,000
Risk Management	195,362
Election	58,510
Total Internally Restricted Reserves	12,784,328
Total Restricted Reserves	41,907,595
Unrestricted*	11,029,746
Total Investments	52,937,341

Investment Report as at 31 January 2019 (Cont'd)

The Reserve Bank of Australia's official cash rate remains at 1.50% for the month of January 2019. Council's investment portfolio is returning an average of 2.61% as at 31 January 2019 which is 0.54% above the 90 day BBSW benchmark of 2.07 %.

Council has earned interest revenue totalling \$793,361 as at 31 January 2019, being 56.52 % of the original projected budget.

Certification – Responsible Accounting Officer

The Chief Financial Officer hereby certifies that the investments listed above have been made in accordance with Section 625 of the Local Government Act 1993, Clause 212 of the Local Government (General) Regulation 2005 and Council's Investment Policy.

FINANCIAL IMPLICATIONS

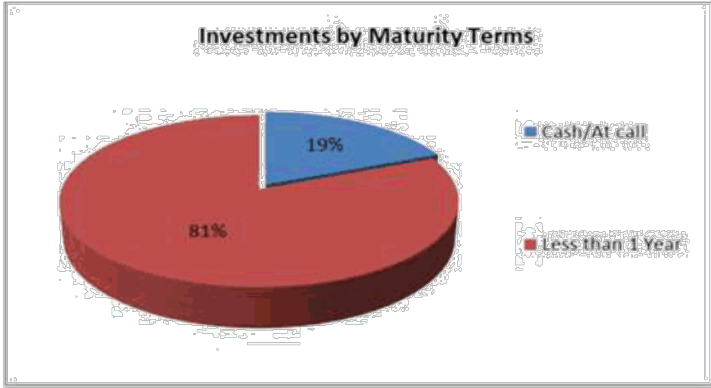
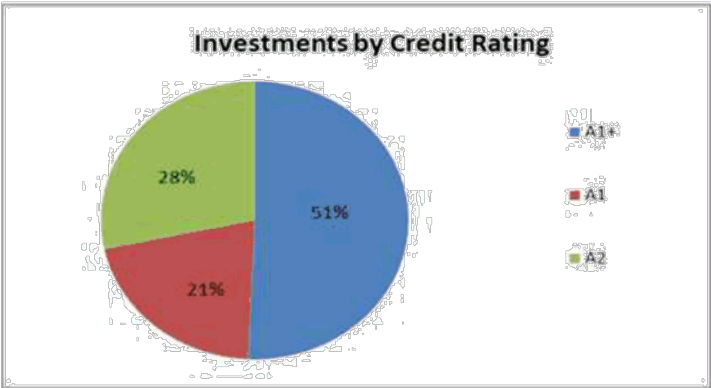
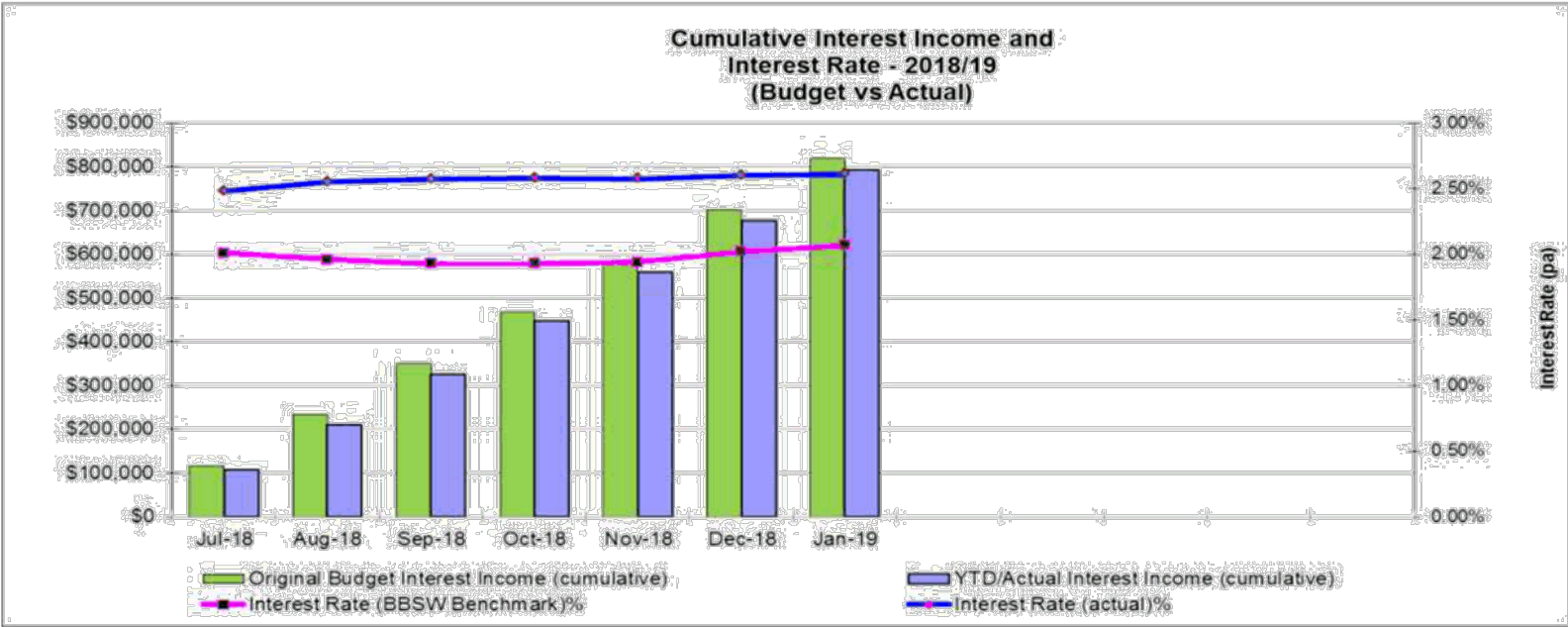
There are no financial implications.

ATTACHMENTS

1. Investment Performance - January 2019

ATTACHMENT 1

INVESTMENT REPORT CHARTS - Jan 2019



CS2 CODE OF CONDUCT AND ASSOCIATED PROCEDURES

AUTHOR: Melinda Aitkenhead, Director Corporate & Financial Services

APPROVER: Henry T Wong, Chief Executive Officer

RECOMMENDATION

That Council:

1. Adopt the attached 'Draft Strathfield Code of Conduct, January 2019' and the 'Draft Procedures for the Administration of the Code of Conduct, January 2019'.
2. Place on public exhibition, for a period of 28 days, the 'Draft Strathfield Code of Conduct, January 2019' and the 'Draft Procedures for the Administration of the Code of Conduct, January 2019'.
3. That providing there are no submissions from the community, the draft copy of the Code of Conduct and draft Associated Procedures for the Administration of the Code of Conduct be adopted by Council and any previous versions of the documents be revoked.

PURPOSE OF REPORT

The Office of Local Government recently advised all NSW councils of the release of a new Model Code of Conduct framework and associated implementation arrangements.

The purpose of this report is to advertise and place on exhibition the 'Draft Strathfield Code of Conduct, January 2019' (the 'Code') and 'Draft Procedures for the Administration of the Code, January 2019' (the 'Procedures').

REPORT

On 18 December 2018 the Office of Local Government released Circular 18-44, 'Commencement of the new Model Code of Conduct for Local Councils in NSW and Procedures the 'Model' (Attachment 1). Councils have six months from the date of prescription, 14 December 2018 of the Model to adopt a code of conduct and procedures based on the prescribed Model this report seeks to fulfil this requirement.

The key features of the new Model and Framework include the inclusion of pecuniary interest provisions and clearer definition and identification of the behaviour which the Code seeks to deter. Additionally, the new Code also includes:

- New standards relating to discrimination and harassment, bullying, work health and safety, behaviour at meetings, access to information and maintenance of Council records
- New rules governing the acceptance of gifts including mandatory reporting
- A new ongoing disclosure requirement for councillors and designated persons requiring disclosure of new interests in returns of interests within three months of becoming aware of them
- Councillors will be required to disclose in their returns of interests whether they are a property developer or a close associate of a property developer

The attached draft Code and Procedures for the Administration of the Code of Conduct have been developed in response to the OLG's directive and are attached for Council's consideration and resolution for placement on public exhibition for a period of 28 days. If no submissions are received at the conclusion of the exhibition period, it is proposed to finalise and adopt the draft

Code of Conduct and Associated Procedures (Cont'd)

Code and Procedures. Upon adoption these documents would be implemented with immediate effect and any previous Codes and Procedures will be revoked. Any submissions received during the exhibition period will be reported back to Council for their consideration.

Once adopted, the Code and Procedures will be available on Council's website, provided to all Council officials and training will be provided.

FINANCIAL IMPLICATIONS

There are no financial implications.

ATTACHMENTS

1. Draft Strathfield Code of Conduct
2. Draft Procedures for the Administration of the Code

ATTACHMENT 1




Code of Conduct

February 2019

TABLE OF CONTENTS

FORWARD – CODE OF CONDUCT FRAMEWORK	3
PART 1 INTRODUCTION	4
COUNCIL'S VALUES.....	5
PART 2 DEFINITIONS.....	6
PART 3 GENERAL CONDUCT OBLIGATIONS.....	8
PART 4 PECUNIARY INTERESTS.....	12
PART 5 NON-PECUNIARY CONFLICTS OF INTEREST	19
PART 6 PERSONAL BENEFIT	24
PART 6A: FRAUD PREVENTION	27
PART 7 RELATIONSHIPS BETWEEN COUNCIL OFFICIALS	29
PART 8 ACCESS TO INFORMATION AND COUNCIL RESOURCES	31
PART 9 MAINTAINING THE INTEGRITY OF THIS CODE	35
SCHEDULE 1: DISCLOSURES OF INTERESTS AND OTHER MATTERS IN WRITTEN RETURNS SUBMITTED UNDER CLAUSE 4.21.....	37
SCHEDULE 2: FORM OF WRITTEN RETURN OF INTERESTS SUBMITTED UNDER CLAUSE 4.21	45
SCHEDULE 3: FORM OF SPECIAL DISCLOSURE OF PECUNIARY INTEREST SUBMITTED UNDER CLAUSE 4.37	49
PART 10 VERSION CONTROL.....	52

	CODE OF CONDUCT		
RESPONSIBILITY	Executive Manager Corporate Governance & Internal Affairs		
DATE ADOPTED	DRAFT 5 March 2019	MINUTE	
REVISED		REVIEW	Within 12 months of the ordinary election of Council
ECM No			
ASSOCIATED POLICIES	<ul style="list-style-type: none"> • Strathfield Council Code of Meeting Practice • Privacy Management Plan • Access to Information Policy 		
ASSOCIATED LEGISLATION	<ul style="list-style-type: none"> • Local Government Act 1993 • Local Government (General) Regulations 2005 		
ASSOCIATED GUIDELINES	<ul style="list-style-type: none"> • Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW 		

FORWARD – CODE OF CONDUCT FRAMEWORK

The practice of good governance is critical in ensuring that Council meets our legal and ethical compliance and that decisions are made in the public interest. Council demonstrates good governance through probity, accountability and transparency in decision making.

The Code of Conduct is the centerpiece of Council's governance framework. It is the foundation for ensuring the integrity of our organisation and building a strong ethical culture. This Code of Conduct is based on the Office of Local Government Model Code of Conduct for local councils in NSW and includes provisions relevant to this Council.

The Code of Conduct Framework includes the Code of Conduct, the Procedures for the Administration of the Code and a number of other policies and procedures which facilitate the administration of the Code.

This version replaces all former Codes of Conduct adopted by Council.

PART 1 INTRODUCTION

This Model Code of Conduct for Local Councils in NSW ("the Model Code of Conduct") is made under section 440 of the Local Government Act 1993 ("LGA") and the Local Government (General) Regulation 2005 ("the Regulation").

The Model Code of Conduct sets the minimum standards of conduct for council officials. It is prescribed by regulation to assist council officials to:

- understand and comply with the standards of conduct that are expected of them
- enable them to fulfil their statutory duty to act honestly and exercise a reasonable degree of care and diligence (section 439)
- act in a way that enhances public confidence in local government.

Section 440 of the LGA requires every council (including county councils) and joint organisation to adopt a code of conduct that incorporates the provisions of the Model Code of Conduct. A council's or joint organisation's adopted code of conduct may also include provisions that supplement the Model Code of Conduct and that extend its application to persons that are not "council officials" for the purposes of the Model Code of Conduct (eg volunteers, contractors and members of wholly advisory committees).

A council's or joint organisation's adopted code of conduct has no effect to the extent that it is inconsistent with the Model Code of Conduct. However, a council's or joint organisation's adopted code of conduct may prescribe requirements that are more onerous than those prescribed in the Model Code of Conduct.

Councillors, administrators, members of staff of councils, delegates of councils, (including members of council committees that are delegates of a council) and any other person a council's adopted code of conduct applies to, must comply with the applicable provisions of their council's code of conduct. It is the personal responsibility of council officials to comply with the standards in the code and to regularly review their personal circumstances and conduct with this in mind.

Failure by a councillor to comply with the standards of conduct prescribed under this code constitutes misconduct for the purposes of the LGA. The LGA provides for a range of penalties that may be imposed on councillors for misconduct, including suspension or disqualification from civic office. A councillor who has been suspended on three or more occasions for misconduct is automatically disqualified from holding civic office for five years.

Failure by a member of staff to comply with a council's code of conduct may give rise to disciplinary action.

Note: References in the Model Code of Conduct to councils are also to be taken as references to county councils and joint organisations.

Note: In adopting the Model Code of Conduct, joint organisations should adapt it to substitute the terms "board" for "council", "chairperson" for "mayor", "voting representative" for "councillor" and "executive officer" for "general manager".

Note: In adopting the Model Code of Conduct, county councils should adapt it to substitute the term "chairperson" for "mayor" and "member" for "councillor".

COUNCIL'S VALUES

Strathfield Council is committed to following our Corporate Values which guides the conduct of officials and guides the way Council carries out our business and delivers activities and services for our Community. Council's Code of Conduct provides guidelines to ensure that behaviour and decisions reflect our Corporate Values, which are:

Teamwork

We are constructive, we contribute positively to the team and the organization and provide good customer service to others in a timely fashion.

Integrity

We communicate in an open and genuine manner, do what we say and treat everyone equally, with fairness and respect.

Accountability

We deliver, do what we say we will, take responsibility for the part we play in this organization and we are clear and transparent in all that we do.

Wellbeing & Safety

We ensure that everyone gets home at night safely, raise safety concerns immediately and ask 'are you ok' if we notice that someone might be struggling.

PART 2 DEFINITIONS

In this code the following terms have the following meanings:

LGA	the Local Government Act 1993
Administrator	an administrator of a council appointed under the LGA other than an administrator appointed under section 66
Committee	see the definition of "council committee"
Complaint	a code of conduct complaint made for the purposes of clauses 4.1 and 4.2 of the Procedures.
Council	includes county councils and joint organisations
Council Committee	a committee established by a council comprising of councillors, staff or other persons that the council has delegated functions to
Council committee member	a person other than a councillor or member of staff of a council who is a member of a council committee other than a wholly advisory committee
Council Official	includes councillors, members of staff of a council, administrators, council committee members, delegates of council and, for the purposes of clause 4.16, council advisers
Councillor	any person elected or appointed to civic office, including the mayor and includes members and chairpersons of county councils and voting representatives of the boards of joint organisations and chairpersons of joint organisations
Conduct	includes acts and omissions
Delegate of Council	a person (other than a councillor or member of staff of a council) or body, and the individual members of that body, to whom a function of the council is delegated
Designated Person	a person referred to in clause 4.8
Election Campaign	includes council, state and federal election campaigns
Environmental Planning Instrument	has the same meaning as it has in the <i>Environmental Planning and Assessment Act 1979</i>
General Manager	includes the executive officer of a joint organisation
Joint Organisation	a joint organisation established under section 400O of the LGA
Local Planning Panel	a local planning panel constituted under the <i>Environmental Planning and Assessment Act 1979</i>
Mayor	includes the chairperson of a county council or a joint organisation
Members of Staff of a Council	includes members of staff of county councils and joint organisations
The Office	Office of Local Government

Personal Information	information or an opinion (including information or an opinion forming part of a database and whether or not recorded in a material form) about an individual whose identity is apparent or can reasonably be ascertained from the information or opinion
The Procedures	the Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW prescribed under the Regulation
The Regulation	the Local Government (General) Regulation 2005
Voting Representative	a voting representative of the board of a joint organisation
Wholly Advisory Committee	a council committee that the council has not delegated any functions to

PART 3 GENERAL CONDUCT OBLIGATIONS

General conduct

- 3.1 You must not conduct yourself in a manner that:
- a) is likely to bring the council or other council officials into disrepute
 - b) is contrary to statutory requirements or the council's administrative requirements or policies
 - c) is improper or unethical
 - d) is an abuse of power
 - e) causes, comprises or involves intimidation or verbal abuse
 - f) involves the misuse of your position to obtain a private benefit
 - g) constitutes harassment or bullying behaviour under this code, or is unlawfully discriminatory.
- 3.2 You must act lawfully and honestly, and exercise a reasonable degree of care and diligence in carrying out your functions under the LGA or any other Act. (section 439).

Fairness and equity

- 3.1 You must consider issues consistently, promptly and fairly. You must deal with matters in accordance with established procedures, in a non-discriminatory manner.
- 3.2 You must take all relevant facts known to you, or that you should be reasonably aware of, into consideration and have regard to the particular merits of each case. You must not take irrelevant matters or circumstances into consideration when making decisions.
- 3.3 An act or omission in good faith, whether or not it involves error, will not constitute a breach of clauses 3.3 or 3.4.

Harassment and discrimination

You must not harass or unlawfully discriminate against others, or support others who harass or unlawfully discriminate against others, on the grounds of sex, pregnancy, breastfeeding, race, age, marital or domestic status, homosexuality, disability, transgender status, infectious disease, carer's responsibilities or political, religious or other affiliation.

For the purposes of this code, "harassment" is any form of behaviour towards a person that:

- a) is not wanted by the person
- b) offends, humiliates or intimidates the person, and
- c) creates a hostile environment.

Bullying

- 3.4 You must not engage in bullying behaviour towards others.
- 3.5 For the purposes of this code, "bullying behaviour" is any behaviour in which:
- a) a person or a group of people repeatedly behaves unreasonably towards another person or a group of persons and
 - b) the behaviour creates a risk to health and safety.
- 3.6 Bullying behaviour may involve, but is not limited to, any of the following types of behaviour:
- a) aggressive, threatening or intimidating conduct
 - b) belittling or humiliating comments
 - c) spreading malicious rumours
 - d) teasing, practical jokes or 'initiation ceremonies'
 - e) exclusion from work-related events
 - f) unreasonable work expectations, including too much or too little work, or work below or beyond a worker's skill level
 - g) displaying offensive material
 - h) pressure to behave in an inappropriate manner.
- 3.7 Reasonable management action carried out in a reasonable manner does not constitute bullying behaviour for the purposes of this code. Examples of reasonable management action may include, but are not limited to:
- a) performance management processes
 - b) disciplinary action for misconduct
 - c) informing a worker about unsatisfactory work performance or inappropriate work behaviour
 - d) directing a worker to perform duties in keeping with their job
 - e) maintaining reasonable workplace goals and standards
 - f) legitimately exercising a regulatory function
 - g) legitimately implementing a council policy or administrative processes.

Work health and safety

- 3.8 All council officials, including councillors, owe statutory duties under the *Work Health and Safety Act 2011* (WH&S Act). You must comply with your duties under the WH&S Act and your responsibilities under any policies or procedures adopted by the council to ensure workplace health and safety. Specifically, you must:
- a) take reasonable care for your own health and safety

- b) take reasonable care that your acts or omissions do not adversely affect the health and safety of other persons
- c) comply, so far as you are reasonably able, with any reasonable instruction that is given to ensure compliance with the WH&S Act and any policies or procedures adopted by the council to ensure workplace health and safety
- d) cooperate with any reasonable policy or procedure of the council relating to workplace health or safety that has been notified to council staff
- e) report accidents, incidents, near misses, to the general manager or such other staff member nominated by the general manager, and take part in any incident investigations
- f) so far as is reasonably practicable, consult, co-operate and coordinate with all others who have a duty under the WH&S Act in relation to the same matter.

Land use planning, development assessment and other regulatory functions

- 3.9 You must ensure that land use planning, development assessment and other regulatory decisions are properly made, and that all parties are dealt with fairly. You must avoid any occasion for suspicion of improper conduct in the exercise of land use planning, development assessment and other regulatory functions.
- 3.10 In exercising land use planning, development assessment and other regulatory functions, you must ensure that no action, statement or communication between yourself and others conveys any suggestion of willingness to improperly provide concessions or preferential or unduly unfavourable treatment.

Binding caucus votes

- 3.11 You must not participate in binding caucus votes in relation to matters to be considered at a council or committee meeting.
- 3.12 For the purposes of clause 3.15, a binding caucus vote is a process whereby a group of councillors are compelled by a threat of disciplinary or other adverse action to comply with a predetermined position on a matter before the council or committee, irrespective of the personal views of individual members of the group on the merits of the matter before the council or committee.
- 3.13 Clause 3.15 does not prohibit councillors from discussing a matter before the council or committee prior to considering the matter in question at a council or committee meeting, or from voluntarily holding a shared view with other councillors on the merits of a matter.
- 3.14 Clause 3.15 does not apply to a decision to elect the mayor or deputy mayor, or to nominate a person to be a member of a council committee or a representative of the council on an external body.

Obligations in relation to meetings

- 3.15 You must comply with rulings by the chair at council and committee meetings or other proceedings of the council unless a motion dissenting from the ruling is passed.
- 3.16 You must not engage in bullying behaviour (as defined under this Part) towards the chair, other council officials or any members of the public present during council or committee meetings or other proceedings of the council (such as, but not limited to, workshops and briefing sessions).
- 3.17 You must not engage in conduct that disrupts council or committee meetings or other proceedings of the council (such as, but not limited to, workshops and briefing sessions), or that would otherwise be inconsistent with the orderly conduct of meetings.
- 3.18 If you are a councillor, you must not engage in any acts of disorder or other conduct that is intended to prevent the proper or effective functioning of the council, or of a committee of the council. Without limiting this clause, you must not:
- a) leave a meeting of the council or a committee for the purposes of depriving the meeting of a quorum, or
 - b) submit a rescission motion with respect to a decision for the purposes of voting against it to prevent another councillor from submitting a rescission motion with respect to the same decision, or
 - c) deliberately seek to impede the consideration of business at a meeting.

PART 4 PECUNIARY INTERESTS

What is a pecuniary interest?

- 4.1 A pecuniary interest is an interest that you have in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to you or a person referred to in clause 4.3.
- 4.2 You will not have a pecuniary interest in a matter if the interest is so remote or insignificant that it could not reasonably be regarded as likely to influence any decision you might make in relation to the matter, or if the interest is of a kind specified in clause 4.6.
- 4.3 For the purposes of this Part, you will have a pecuniary interest in a matter if the pecuniary interest is:
- (a) your interest, or
 - (b) the interest of your spouse or de facto partner, your relative, or your partner or employer, or
 - (c) a company or other body of which you, or your nominee, partner or employer, is a shareholder or member.
- 4.4 For the purposes of clause 4.3:
- (a) Your "relative" is any of the following:
 - i) your parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child
 - ii) your spouse's or de facto partner's parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child
 - iii) the spouse or de facto partner of a person referred to in paragraphs (i) and (ii).
 - (b) "de facto partner" has the same meaning as defined in section 21C of the *Interpretation Act 1987*.
- 4.5 You will not have a pecuniary interest in relation to a person referred to in subclauses 4.3(b) or (c):
- (a) if you are unaware of the relevant pecuniary interest of your spouse, de facto partner, relative, partner, employer or company or other body, or
 - (b) just because the person is a member of, or is employed by, a council or a statutory body, or is employed by the Crown, or
 - (c) just because the person is a member of, or a delegate of a council to, a company or other body that has a pecuniary interest in the matter, so long as the person has no beneficial interest in any shares of the company or body.

What interests do not have to be disclosed?

4.6 You do not have to disclose the following interests for the purposes of this Part:

- (a) your interest as an elector
- (b) your interest as a ratepayer or person liable to pay a charge
- (c) an interest you have in any matter relating to the terms on which the provision of a service or the supply of goods or commodities is offered to the public generally, or to a section of the public that includes persons who are not subject to this code
- (d) an interest you have in any matter relating to the terms on which the provision of a service or the supply of goods or commodities is offered to your relative by the council in the same manner and subject to the same conditions as apply to persons who are not subject to this code
- (e) an interest you have as a member of a club or other organisation or association, unless the interest is as the holder of an office in the club or organisation (whether remunerated or not)
- (f) if you are a council committee member, an interest you have as a person chosen to represent the community, or as a member of a non-profit organisation or other community or special interest group, if you have been appointed to represent the organisation or group on the council committee
- (g) an interest you have relating to a contract, proposed contract or other matter, if the interest arises only because of a beneficial interest in shares in a company that does not exceed 10 per cent of the voting rights in the company
- (h) an interest you have arising from the proposed making by the council of an agreement between the council and a corporation, association or partnership, being a corporation, association or partnership that has more than 25 members, if the interest arises because your relative is a shareholder (but not a director) of the corporation, or is a member (but not a member of the committee) of the association, or is a partner of the partnership
- (i) an interest you have arising from the making by the council of a contract or agreement with your relative for, or in relation to, any of the following, but only if the proposed contract or agreement is similar in terms and conditions to such contracts and agreements as have been made, or as are proposed to be made, by the council in respect of similar matters with other residents of the area:
 - i) the performance by the council at the expense of your relative of any work or service in connection with roads or sanitation
 - ii) security for damage to footpaths or roads
 - iii) any other service to be rendered, or act to be done, by the council by or under any Act conferring functions on the council, or by or under any contract
- (j) an interest relating to the payment of fees to councillors (including the mayor and deputy mayor)
- (k) an interest relating to the payment of expenses and the provision of facilities to councillors (including the mayor and deputy mayor) in accordance with a policy under section 252 of the LGA,

- (l) an interest relating to an election to the office of mayor arising from the fact that a fee for the following 12 months has been determined for the office of mayor
- (m) an interest of a person arising from the passing for payment of a regular account for the wages or salary of an employee who is a relative of the person
- (n) an interest arising from being covered by, or a proposal to be covered by, indemnity insurance as a councillor or a council committee member
- (o) an interest arising from the appointment of a councillor to a body as a representative or delegate of the council, whether or not a fee or other recompense is payable to the representative or delegate.

4.7 For the purposes of clause 4.6, "relative" has the same meaning as in clause 4.4, but includes your spouse or de facto partner.

What disclosures must be made by a designated person?

4.8 Designated persons include:

- (a) the general manager
- (b) other senior staff of the council for the purposes of section 332 of the LGA
- (c) a person (other than a member of the senior staff of the council) who is a member of staff of the council or a delegate of the council and who holds a position identified by the council as the position of a designated person because it involves the exercise of functions (such as regulatory functions or contractual functions) that, in their exercise, could give rise to a conflict between the person's duty as a member of staff or delegate and the person's private interest
- (d) a person (other than a member of the senior staff of the council) who is a member of a committee of the council identified by the council as a committee whose members are designated persons because the functions of the committee involve the exercise of the council's functions (such as regulatory functions or contractual functions) that, in their exercise, could give rise to a conflict between the member's duty as a member of the committee and the member's private interest.

4.9 A designated person:

- (a) must prepare and submit written returns of interests in accordance with clauses 4.21, and
- (b) must disclose pecuniary interests in accordance with clause 4.10.

4.10 A designated person must disclose in writing to the general manager (or if the person is the general manager, to the council) the nature of any pecuniary interest the person has in any council matter with which the person is dealing as soon as practicable after becoming aware of the interest.

- 4.11 Clause 4.10 does not require a designated person who is a member of staff of the council to disclose a pecuniary interest if the interest relates only to the person's salary as a member of staff, or to their other conditions of employment.
- 4.12 The general manager must, on receiving a disclosure from a designated person, deal with the matter to which the disclosure relates or refer it to another person to deal with.
- 4.13 A disclosure by the general manager must, as soon as practicable after the disclosure is made, be laid on the table at a meeting of the council and the council must deal with the matter to which the disclosure relates or refer it to another person to deal with.

What disclosures must be made by council staff other than designated persons?

- 4.14 A member of staff of council, other than a designated person, must disclose in writing to their manager or the general manager the nature of any pecuniary interest they have in a matter they are dealing with as soon as practicable after becoming aware of the interest.
- 4.15 The staff member's manager or the general manager must, on receiving a disclosure under clause 4.14, deal with the matter to which the disclosure relates or refer it to another person to deal with.

What disclosures must be made by council advisers?

- 4.16 A person who, at the request or with the consent of the council or a council committee, gives advice on any matter at any meeting of the council or committee, must disclose the nature of any pecuniary interest the person has in the matter to the meeting at the time the advice is given. The person is not required to disclose the person's interest as an adviser.
- 4.17 A person does not breach clause 4.16 if the person did not know, and could not reasonably be expected to have known, that the matter under consideration at the meeting was a matter in which they had a pecuniary interest.

What disclosures must be made by a council committee member?

- 4.18 A council committee member must disclose pecuniary interests in accordance with clause 4.28 and comply with clause 4.29.
- 4.19 For the purposes of clause 4.18, a "council committee member" includes a member of staff of council who is a member of the committee.

What disclosures must be made by a councillor?

- 4.20 A councillor:
- (a) must prepare and submit written returns of interests in accordance with clause 4.21, and
 - (b) must disclose pecuniary interests in accordance with clause 4.28 and comply with clause 4.29 where it is applicable.

Disclosure of interests in written returns

4.21 A councillor or designated person must make and lodge with the general manager a return in the form set out in schedule 2 to this code, disclosing the councillor's or designated person's interests as specified in schedule 1 to this code within 3 months after:

- (a) becoming a councillor or designated person, and
- (b) 30 June of each year, and
- (c) the councillor or designated person becoming aware of an interest they are required to disclose under schedule 1 that has not been previously disclosed in a return lodged under paragraphs (a) or (b).

4.22 A person need not make and lodge a return under clause 4.21, paragraphs (a) and (b) if:

- (a) they made and lodged a return under that clause in the preceding 3 months, or
- (b) they have ceased to be a councillor or designated person in the preceding 3 months.

4.23 A person must not make and lodge a return that the person knows or ought reasonably to know is false or misleading in a material particular.

4.24 The general manager must keep a register of returns required to be made and lodged with the general manager.

4.25 Returns required to be lodged with the general manager under clause 4.21(a) and (b) must be tabled at the first meeting of the council after the last day the return is required to be lodged.

4.26 Returns required to be lodged with the general manager under clause 4.21(c) must be tabled at the next council meeting after the return is lodged.

4.27 Information contained in returns made and lodged under clause 4.21 is to be made publicly available in accordance with the requirements of the *Government Information (Public Access) Act 2009*, the *Government Information (Public Access) Regulation 2009* and any guidelines issued by the Information Commissioner.

Disclosure of pecuniary interests at meetings

4.28 A councillor or a council committee member who has a pecuniary interest in any matter with which the council is concerned, and who is present at a meeting of the council or committee at which the matter is being considered, must disclose the nature of the interest to the meeting as soon as practicable.

- 4.29 The councillor or council committee member must not be present at, or in sight of, the meeting of the council or committee:
- (a) at any time during which the matter is being considered or discussed by the council or committee, or
 - (b) at any time during which the council or committee is voting on any question in relation to the matter.
- 4.30 In the case of a meeting of a board of a joint organisation, a voting representative is taken to be present at the meeting for the purposes of clauses 4.28 and 4.29 where they participate in the meeting by telephone or other electronic means.
- 4.31 A disclosure made at a meeting of a council or council committee must be recorded in the minutes of the meeting.
- 4.32 A general notice may be given to the general manager in writing by a councillor or a council committee member to the effect that the councillor or council committee member, or the councillor's or council committee member's spouse, de facto partner or relative, is:
- (a) a member of, or in the employment of, a specified company or other body, or
 - (b) a partner of, or in the employment of, a specified person.
- Such a notice is, unless and until the notice is withdrawn or until the end of the term of the council in which it is given (whichever is the sooner), sufficient disclosure of the councillor's or council committee member's interest in a matter relating to the specified company, body or person that may be the subject of consideration by the council or council committee after the date of the notice.
- 4.33 A councillor or a council committee member is not prevented from being present at and taking part in a meeting at which a matter is being considered, or from voting on the matter, merely because the councillor or council committee member has an interest in the matter of a kind referred to in clause 4.6.
- 4.34 A person does not breach clauses 4.28 or 4.29 if the person did not know, and could not reasonably be expected to have known, that the matter under consideration at the meeting was a matter in which they had a pecuniary interest.
- 4.35 Despite clause 4.29, a councillor who has a pecuniary interest in a matter may participate in a decision to delegate consideration of the matter in question to another body or person.
- 4.36 Clause 4.29 does not apply to a councillor who has a pecuniary interest in a matter that is being considered at a meeting if:
- (a) the matter is a proposal relating to:
 - (i) the making of a principal environmental planning instrument applying to the whole or a significant portion of the council's area, or

- (ii) the amendment, alteration or repeal of an environmental planning instrument where the amendment, alteration or repeal applies to the whole or a significant portion of the council's area, and
- (b) the pecuniary interest arises only because of an interest of the councillor in the councillor's principal place of residence or an interest of another person (whose interests are relevant under clause 4.3) in that person's principal place of residence, and
- (c) the councillor made a special disclosure under clause 4.37 in relation to the interest before the commencement of the meeting.

4.37 A special disclosure of a pecuniary interest made for the purposes of clause 4.36(c) must:

- (a) be in the form set out in schedule 3 of this code and contain the information required by that form, and
- (b) be laid on the table at a meeting of the council as soon as practicable after the disclosure is made, and the information contained in the special disclosure is to be recorded in the minutes of the meeting.

4.38 The Minister for Local Government may, conditionally or unconditionally, allow a councillor or a council committee member who has a pecuniary interest in a matter with which the council is concerned to be present at a meeting of the council or committee, to take part in the consideration or discussion of the matter and to vote on the matter if the Minister is of the opinion:

- (a) that the number of councillors prevented from voting would be so great a proportion of the whole as to impede the transaction of business, or
- (b) that it is in the interests of the electors for the area to do so.

4.39 A councillor or a council committee member with a pecuniary interest in a matter who is permitted to be present at a meeting of the council or committee, to take part in the consideration or discussion of the matter and to vote on the matter under clause 4.38, must still disclose the interest they have in the matter in accordance with clause 4.28.

PART 5 NON-PECUNIARY CONFLICTS OF INTEREST

What is a non-pecuniary conflict of interest?

- 5.1 Non-pecuniary interests are private or personal interests a council official has that do not amount to a pecuniary interest as defined in clause 4.1 of this code. These commonly arise out of family or personal relationships, or out of involvement in sporting, social, religious or other cultural groups and associations, and may include an interest of a financial nature.
- 5.2 A non-pecuniary conflict of interest exists where a reasonable and informed person would perceive that you could be influenced by a private interest when carrying out your official functions in relation to a matter.
- 5.3 The personal or political views of a council official do not constitute a private interest for the purposes of clause 5.2.
- 5.4 Non-pecuniary conflicts of interest must be identified and appropriately managed to uphold community confidence in the probity of council decision-making. The onus is on you to identify any non-pecuniary conflict of interest you may have in matters that you deal with, to disclose the interest fully and in writing, and to take appropriate action to manage the conflict in accordance with this code.
- 5.5 When considering whether or not you have a non-pecuniary conflict of interest in a matter you are dealing with, it is always important to think about how others would view your situation.

Managing non-pecuniary conflicts of interest

- 5.6 Where you have a non-pecuniary conflict of interest in a matter for the purposes of clause 5.2, you must disclose the relevant private interest you have in relation to the matter fully and in writing as soon as practicable after becoming aware of the non-pecuniary conflict of interest and on each occasion on which the non-pecuniary conflict of interest arises in relation to the matter. In the case of members of council staff other than the general manager, such a disclosure is to be made to the staff member's manager. In the case of the general manager, such a disclosure is to be made to the mayor.
- 5.7 If a disclosure is made at a council or committee meeting, both the disclosure and the nature of the interest must be recorded in the minutes on each occasion on which the non-pecuniary conflict of interest arises. This disclosure constitutes disclosure in writing for the purposes of clause 5.6.
- 5.8 How you manage a non-pecuniary conflict of interest will depend on whether or not it is significant.

- 5.9 As a general rule, a non-pecuniary conflict of interest will be significant where it does not involve a pecuniary interest for the purposes of clause 4.1, but it involves:
- a) a relationship between a council official and another person who is affected by a decision or a matter under consideration that is particularly close, such as a current or former spouse or de facto partner, a relative for the purposes of clause 4.4 or another person from the council official's extended family that the council official has a close personal relationship with, or another person living in the same household
 - b) other relationships with persons who are affected by a decision or a matter under consideration that are particularly close, such as friendships and business relationships. Closeness is defined by the nature of the friendship or business relationship, the frequency of contact and the duration of the friendship or relationship.
 - c) an affiliation between the council official and an organisation (such as a sporting body, club, religious, cultural or charitable organisation, corporation or association) that is affected by a decision or a matter under consideration that is particularly strong. The strength of a council official's affiliation with an organisation is to be determined by the extent to which they actively participate in the management, administration or other activities of the organisation.
 - d) membership, as the council's representative, of the board or management committee of an organisation that is affected by a decision or a matter under consideration, in circumstances where the interests of the council and the organisation are potentially in conflict in relation to the particular matter
 - e) a financial interest (other than an interest of a type referred to in clause 4.6) that is not a pecuniary interest for the purposes of clause 4.1
 - f) the conferral or loss of a personal benefit other than one conferred or lost as a member of the community or a broader class of people affected by a decision.
- 5.10 Significant non-pecuniary conflicts of interest must be managed in one of two ways:
- a) by not participating in consideration of, or decision making in relation to, the matter in which you have the significant non-pecuniary conflict of interest and the matter being allocated to another person for consideration or determination, or
 - b) if the significant non-pecuniary conflict of interest arises in relation to a matter under consideration at a council or committee meeting, by managing the conflict of interest as if you had a pecuniary interest in the matter by complying with clauses 4.28 and 4.29.
- 5.11 If you determine that you have a non-pecuniary conflict of interest in a matter that is not significant and does not require further action, when disclosing the interest you must also explain in writing why you consider that the non-pecuniary conflict of interest is not significant and does not require further action in the circumstances.
- 5.12 If you are a member of staff of council other than the general manager, the decision on which option should be taken to manage a non-pecuniary conflict of interest must be made in consultation with and at the direction of your manager. In the case of the general manager, the decision on which option should be taken to manage a non-

pecuniary conflict of interest must be made in consultation with and at the direction of the mayor.

- 5.13 Despite clause 5.10(b), a councillor who has a significant non-pecuniary conflict of interest in a matter, may participate in a decision to delegate consideration of the matter in question to another body or person.
- 5.14 Council committee members are not required to declare and manage a non-pecuniary conflict of interest in accordance with the requirements of this Part where it arises from an interest they have as a person chosen to represent the community, or as a member of a non-profit organisation or other community or special interest group, if they have been appointed to represent the organisation or group on the council committee.

Political donations

- 5.15 Councillors should be aware that matters before council or committee meetings involving their political donors may also give rise to a non-pecuniary conflict of interest.
- 5.16 Where you are a councillor and have received or knowingly benefitted from a reportable political donation:
- a) made by a major political donor in the previous four years, and
 - b) the major political donor has a matter before council,
- you must declare a non-pecuniary conflict of interest in the matter, disclose the nature of the interest, and manage the conflict of interest as if you had a pecuniary interest in the matter by complying with clauses 4.28 and 4.29. A disclosure made under this clause must be recorded in the minutes of the meeting.
- 5.17 For the purposes of this Part:
- a) a "reportable political donation" has the same meaning as it has in section 6 of the *Electoral Funding Act 2018*
 - b) "major political donor" has the same meaning as it has in the *Electoral Funding Act 2018*.
- 5.18 Councillors should note that political donations that are not a "reportable political donation", or political donations to a registered political party or group by which a councillor is endorsed, may still give rise to a non-pecuniary conflict of interest. Councillors should determine whether or not such conflicts are significant for the purposes of clause 5.9 and take the appropriate action to manage them.
- 5.19 Despite clause 5.16, a councillor who has received or knowingly benefitted from a reportable political donation of the kind referred to in that clause, may participate in a decision to delegate consideration of the matter in question to another body or person.

Loss of quorum as a result of compliance with this Part

5.20 A councillor who would otherwise be precluded from participating in the consideration of a matter under this Part because they have a non-pecuniary conflict of interest in the matter is permitted to participate in consideration of the matter if:

- a) the matter is a proposal relating to:
 - i) the making of a principal environmental planning instrument applying to the whole or a significant portion of the council's area, or
 - ii) the amendment, alteration or repeal of an environmental planning instrument where the amendment, alteration or repeal applies to the whole or a significant portion of the council's area, and
- b) the non-pecuniary conflict of interest arises only because of an interest that a person has in that person's principal place of residence, and
- c) the councillor discloses the interest they have in the matter that would otherwise have precluded their participation in consideration of the matter under this Part in accordance with clause 5.6.

5.21 The Minister for Local Government may, conditionally or unconditionally, allow a councillor or a council committee member who is precluded under this Part from participating in the consideration of a matter to be present at a meeting of the council or committee, to take part in the consideration or discussion of the matter and to vote on the matter if the Minister is of the opinion:

- a) that the number of councillors prevented from voting would be so great a proportion of the whole as to impede the transaction of business, or
- b) that it is in the interests of the electors for the area to do so.

5.22 Where the Minister exempts a councillor or committee member from complying with a requirement under this Part under clause 5.21, the councillor or committee member must still disclose any interests they have in the matter the exemption applies to, in accordance with clause 5.6.

Other business or employment

- 5.23 The general manager must not engage, for remuneration, in private employment, contract work or other business outside the service of the council without the approval of the council.
- 5.24 A member of staff must not engage, for remuneration, in private employment, contract work or other business outside the service of the council that relates to the business of the council or that might conflict with the staff member's council duties unless they have notified the general manager in writing of the employment, work or business and the general manager has given their written approval for the staff member to engage in the employment, work or business.
- 5.25 The general manager may at any time prohibit a member of staff from engaging, for remuneration, in private employment, contract work or other business outside the service of the council that relates to the business of the council, or that might conflict with the staff member's council duties.
- 5.26 A member of staff must not engage, for remuneration, in private employment, contract work or other business outside the service of the council if prohibited from doing so.
- 5.27 Members of staff must ensure that any outside employment, work or business they engage in will not:
- a) conflict with their official duties
 - b) involve using confidential information or council resources obtained through their work with the council including where private use is permitted
 - c) require them to work while on council duty
 - d) discredit or disadvantage the council
 - e) pose, due to fatigue, a risk to their health or safety, or to the health and safety of their co-workers.

Personal dealings with council

- 5.28 You may have reason to deal with your council in your personal capacity (for example, as a ratepayer, recipient of a council service or applicant for a development consent granted by council). You must not expect or request preferential treatment in relation to any matter in which you have a private interest because of your position. You must avoid any action that could lead members of the public to believe that you are seeking preferential treatment.
- 5.29 You must undertake any personal dealings you have with the council in a manner that is consistent with the way other members of the community deal with the council. You must also ensure that you disclose and appropriately manage any conflict of interest you may have in any matter in accordance with the requirements of this code.

PART 6 PERSONAL BENEFIT

- 6.1 For the purposes of this Part, a gift or a benefit is something offered to or received by a council official or someone personally associated with them for their personal use and enjoyment.
- 6.2 A reference to a gift or benefit in this Part does not include:
- a) a political donation for the purposes of the *Electoral Funding Act 2018*
 - b) a gift provided to the council as part of a cultural exchange or sister-city relationship that is not converted for the personal use or enjoyment of any individual council official or someone personally associated with them
 - c) attendance by a council official at a work-related event or function for the purposes of performing their official duties, or
 - d) free or subsidised meals, beverages or refreshments of token value provided to council officials in conjunction with the performance of their official duties such as, but not limited to:
 - i) the discussion of official business
 - ii) work-related events such as council-sponsored or community events, training, education sessions or workshops
 - iii) conferences
 - iv) council functions or events
 - v) social functions organised by groups, such as council committees and community organisations.

Gifts and benefits

- 6.3 You must avoid situations that would give rise to the appearance that a person or body is attempting to secure favourable treatment from you or from the council, through the provision of gifts, benefits or hospitality of any kind to you or someone personally associated with you.
- 6.4 A gift or benefit is deemed to have been accepted by you for the purposes of this Part, where it is received by you or someone personally associated with you.

How are offers of gifts and benefits to be dealt with?

- 6.5 You must not:
- a) seek or accept a bribe or other improper inducement
 - b) seek gifts or benefits of any kind
 - c) accept any gift or benefit that may create a sense of obligation on your part, or may be perceived to be intended or likely to influence you in carrying out your public duty
 - d) subject to clause 6.7, accept any gift or benefit of more than token value as defined by clause 6.9

- e) accept an offer of cash or a cash-like gift as defined by clause 6.13, regardless of the amount
 - f) participate in competitions for prizes where eligibility is based on the council being in or entering into a customer–supplier relationship with the competition organiser
 - g) personally benefit from reward points programs when purchasing on behalf of the council.
- 6.6 Where you receive a gift or benefit of any value other than one referred to in clause 6.2, you must disclose this promptly to your manager or the general manager in writing. The recipient, manager, or general manager must ensure that, at a minimum, the following details are recorded in the council's gift register:
- a) the nature of the gift or benefit
 - b) the estimated monetary value of the gift or benefit
 - c) the name of the person who provided the gift or benefit, and
 - d) the date on which the gift or benefit was received.
- 6.7 Where you receive a gift or benefit of more than token value that cannot reasonably be refused or returned, the gift or benefit must be surrendered to the council, unless the nature of the gift or benefit makes this impractical.

Gifts and benefits of token value

- 6.8 You may accept gifts and benefits of token value. Gifts and benefits of token value are one or more gifts or benefits received from a person or organisation over a 12-month period that, when aggregated, do not exceed a value of \$50. They include, but are not limited to:
- a) invitations to and attendance at local social, cultural or sporting events with a ticket value that does not exceed \$50
 - b) gifts of alcohol that do not exceed a value of \$50
 - c) ties, scarves, coasters, tie pins, diaries, chocolates or flowers or the like
 - d) prizes or awards that do not exceed \$50 in value.

Gifts and benefits of more than token value

- 6.9 Gifts or benefits that exceed \$50 in value are gifts or benefits of more than token value for the purposes of clause 6.5(d) and, subject to clause 6.7, must not be accepted.
- 6.10 Gifts and benefits of more than token value include, but are not limited to, tickets to major sporting events (such as international matches or matches in national sporting codes) with a ticket value that exceeds \$50, corporate hospitality at a corporate facility at major sporting events, free or discounted products or services for personal use provided on terms that are not available to the general public or a broad class of persons, the use of holiday homes, artworks, free or discounted travel.
- 6.11 Where you have accepted a gift or benefit of token value from a person or organisation, you must not accept a further gift or benefit from the same person or organisation or another person associated with that person or organisation within a

single 12-month period where the value of the gift, added to the value of earlier gifts received from the same person or organisation, or a person associated with that person or organisation, during the same 12-month period would exceed \$50 in value.

- 6.12 For the purposes of this Part, the value of a gift or benefit is the monetary value of the gift or benefit inclusive of GST.

"Cash-like gifts"

- 6.13 For the purposes of clause 6.5(e), "cash-like gifts" include but are not limited to, gift vouchers, credit cards, debit cards with credit on them, prepayments such as phone or internet credit, lottery tickets, memberships or entitlements to discounts that are not available to the general public or a broad class of persons.

Improper and undue influence

- 6.14 You must not use your position to influence other council officials in the performance of their official functions to obtain a private benefit for yourself or for somebody else. A councillor will not be in breach of this clause where they seek to influence other council officials through the proper exercise of their role as prescribed under the LGA.
- 6.15 You must not take advantage (or seek to take advantage) of your status or position with council, or of functions you perform for council, in order to obtain a private benefit for yourself or for any other person or body.

PART 6A: FRAUD PREVENTION**Fraud prevention**

- 6A.1 You must be mindfully aware at all times of the risks of fraud and corruption against Council in your work, and must strictly observe all internal controls that are in place to prevent those risks occurring.
- 6A.2 You must take all reasonable steps to ensure that third parties are informed about the requirements placed on them in connection with fraud and corruption controls and ethical conduct.

Detecting fraud and corruption

- 6A.3 You must be mindfully aware at all times of the kinds of frauds or corrupt conduct that could occur and be vigilant in your work to detect them.
- 6A.4 If you are a member of staff of Council who is a team leader or manager, you must take all reasonable steps to assess the risks of fraud and corruption within your respective area, and to ensure that there are appropriate post-transaction reviews, management reports and other internal controls with a view to detecting any fraud or corruption that has occurred.

Obligations of staff

- 6A.5 If you are a member of staff of Council, you must:
- (a) maintain the highest standard of ethics in accordance with this Code and relevant policies and procedures
 - (b) be vigilant in your work to prevent and detect fraud or corruption against Council
 - (c) report any suspected fraud or corruption of which you become aware or suspect on reasonable grounds
 - (d) assist in any investigations of fraud and corruption as required
 - (e) protect and not take detrimental action against people who have reported fraud or corruption
 - (f) refrain from any activity that is, or could reasonably be perceived to be, victimisation or harassment of a person who makes a report of fraud or corruption
 - (g) protect and maintain the confidentiality of a person you know has made or reasonably suspect to have made a report of fraud or corruption.

Obligations of staff who are team leaders or managers

- 6A.6 If you are a member of staff of Council who is a team leader or manager, you must also:
- (a) identify and understand the risks of fraud and corruption against Council in your respective area of operations

- (b) implement and maintain appropriate internal controls to reduce those risks to an acceptable level
- (c) promote the importance of ethical conduct and compliance with this Code and related policies and procedures, and provide leadership in that regard
- (d) implement systems aimed at detecting and fraud or corruption as soon as possible after it has occurred in the event that Council's preventative systems fail, including carrying out reviews of suspicious transactions and of appropriate management reports
- (e) In the case of managers, formally consider Council's ongoing commercial relationship with a third party if any enquiry finds that there is a heightened risk of fraud or corruption in continuing to deal with that party (and, where there are any doubts as respects such matters, you must consult with Council's Manager Corporate Governance & Internal Affairs).

Reporting fraud and corruption

- 6A.7 If you are a member of staff of Council, you must, in accordance with established and approved internal procedures, report general wrongdoing to your supervisor or manager, including any attempts, direct or indirect, at fraud or corruption. (For example if a person "jokes" about bribing you, you should still report it.)

PART 7 RELATIONSHIPS BETWEEN COUNCIL OFFICIALS

Obligations of councillors and administrators

7.1 Each council is a body politic. The councillors or administrator/s are the governing body of the council. Under section 223 of the LGA, the role of the governing body of the council includes the development and endorsement of the strategic plans, programs, strategies and policies of the council, including those relating to workforce policy, and to keep the performance of the council under review.

7.2 Councillors or administrators must not:

- a) direct council staff other than by giving appropriate direction to the general manager by way of council or committee resolution, or by the mayor or administrator exercising their functions under section 226 of the LGA
- b) in any public or private forum, direct or influence, or attempt to direct or influence, any other member of the staff of the council or a delegate of the council in the exercise of the functions of the staff member or delegate
- c) contact a member of the staff of the council on council-related business unless in accordance with the policy and procedures governing the interaction of councillors and council staff that have been authorised by the council and the general manager
- d) contact or issue instructions to any of the council's contractors, including the council's legal advisers, unless by the mayor or administrator exercising their functions under section 226 of the LGA.

7.3 Despite clause 7.2, councillors may contact the council's external auditor or the chair of the council's audit risk and improvement committee to provide information reasonably necessary for the external auditor or the audit, risk and improvement committee to effectively perform their functions.

Obligations of staff

7.4 Under section 335 of the LGA, the role of the general manager includes conducting the day-to-day management of the council in accordance with the strategic plans, programs, strategies and policies of the council, implementing without undue delay, lawful decisions of the council and ensuring that the mayor and other councillors are given timely information and advice and the administrative and professional support necessary to effectively discharge their official functions.

7.5 Members of staff of council must:

- a) give their attention to the business of the council while on duty
- b) ensure that their work is carried out ethically, efficiently, economically and effectively
- c) carry out reasonable and lawful directions given by any person having authority to give such directions
- d) give effect to the lawful decisions, policies and procedures of the council, whether or not the staff member agrees with or approves of them

- e) ensure that any participation in political activities outside the service of the council does not interfere with the performance of their official duties.

Inappropriate interactions

7.6 You must not engage in any of the following inappropriate interactions:

- a) councillors and administrators approaching staff and staff organisations to discuss individual or operational staff matters (other than matters relating to broader workforce policy), grievances, workplace investigations and disciplinary matters
- b) council staff approaching councillors and administrators to discuss individual or operational staff matters (other than matters relating to broader workforce policy), grievances, workplace investigations and disciplinary matters
- c) subject to clause 8.6, council staff refusing to give information that is available to other councillors to a particular councillor
- d) councillors and administrators who have lodged an application with the council, discussing the matter with council staff in staff-only areas of the council
- e) councillors and administrators approaching members of local planning panels or discussing any application that is either before the panel or that will come before the panel at some future time, except during a panel meeting where the application forms part of the agenda and the councillor has a right to be heard by the panel at the meeting
- f) councillors and administrators being overbearing or threatening to council staff
- g) council staff being overbearing or threatening to councillors or administrators
- h) councillors and administrators making personal attacks on council staff or engaging in conduct towards staff that would be contrary to the general conduct provisions in Part 3 of this code in public forums including social media
- i) councillors and administrators directing or pressuring council staff in the performance of their work, or recommendations they should make
- j) council staff providing ad hoc advice to councillors and administrators without recording or documenting the interaction as they would if the advice was provided to a member of the community
- k) council staff meeting with applicants or objectors alone AND outside office hours to discuss planning applications or proposals
- l) councillors attending on-site inspection meetings with lawyers and/or consultants engaged by the council associated with current or proposed legal proceedings unless permitted to do so by the council's general manager or, in the case of the mayor or administrator, unless they are exercising their functions under section 226 of the LGA.

PART 8 ACCESS TO INFORMATION AND COUNCIL RESOURCES

Councillor and administrator access to information

- 8.1 The general manager is responsible for ensuring that councillors and administrators can access information necessary for the performance of their official functions. The general manager and public officer are also responsible for ensuring that members of the public can access publicly available council information under the *Government Information (Public Access) Act 2009* (the GIPA Act).
- 8.2 The general manager must provide councillors and administrators with the information necessary to effectively discharge their official functions.
- 8.3 Members of staff of council must provide full and timely information to councillors and administrators sufficient to enable them to exercise their official functions and in accordance with council procedures.
- 8.4 Members of staff of council who provide any information to a particular councillor in the performance of their official functions must also make it available to any other councillor who requests it and in accordance with council procedures.
- 8.5 Councillors and administrators who have a private interest only in council information have the same rights of access as any member of the public.
- 8.6 Despite clause 8.4, councillors and administrators who are precluded from participating in the consideration of a matter under this code because they have a conflict of interest in the matter, are not entitled to request access to council information in relation to the matter unless the information is otherwise available to members of the public, or the council has determined to make the information available under the GIPA Act.

Councillors and administrators to properly examine and consider information

- 8.7 Councillors and administrators must ensure that they comply with their duty under section 439 of the LGA to act honestly and exercise a reasonable degree of care and diligence by properly examining and considering all the information provided to them relating to matters that they are required to make a decision on.

Refusal of access to information

- 8.8 Where the general manager or public officer determine to refuse access to information requested by a councillor or administrator, they must act reasonably. In reaching this decision they must take into account whether or not the information requested is necessary for the councillor or administrator to perform their official functions (see clause 8.2) and whether they have disclosed a conflict of interest in the matter the information relates to that would preclude their participation in consideration of the matter (see clause 8.6). The general manager or public officer must state the reasons for the decision if access is refused.

Use of certain council information

8.9 In regard to information obtained in your capacity as a council official, you must:

- a) subject to clause 8.14, only access council information needed for council business
- b) not use that council information for private purposes
- c) not seek or obtain, either directly or indirectly, any financial benefit or other improper advantage for yourself, or any other person or body, from any information to which you have access by virtue of your office or position with council
- d) only release council information in accordance with established council policies and procedures and in compliance with relevant legislation.

Use and security of confidential information

8.10 You must maintain the integrity and security of confidential information in your possession, or for which you are responsible.

8.11 In addition to your general obligations relating to the use of council information, you must:

- a) only access confidential information that you have been authorised to access and only do so for the purposes of exercising your official functions
- b) protect confidential information
- c) only release confidential information if you have authority to do so
- d) only use confidential information for the purpose for which it is intended to be used
- e) not use confidential information gained through your official position for the purpose of securing a private benefit for yourself or for any other person
- f) not use confidential information with the intention to cause harm or detriment to the council or any other person or body
- g) not disclose any confidential information discussed during a confidential session of a council or committee meeting or any other confidential forum (such as, but not limited to, workshops or briefing sessions).

Personal information

8.12 When dealing with personal information you must comply with:

- a) the *Privacy and Personal Information Protection Act 1998*
- b) the *Health Records and Information Privacy Act 2002*
- c) the Information Protection Principles and Health Privacy Principles
- d) the council's privacy management plan
- e) the Privacy Code of Practice for Local Government

Use of council resources

- 8.13 You must use council resources ethically, effectively, efficiently and carefully in exercising your official functions, and must not use them for private purposes, except when supplied as part of a contract of employment (but not for private business purposes), unless this use is lawfully authorised and proper payment is made where appropriate.
- 8.14 Union delegates and consultative committee members may have reasonable access to council resources and information for the purposes of carrying out their industrial responsibilities, including but not limited to:
- a) the representation of members with respect to disciplinary matters
 - b) the representation of employees with respect to grievances and disputes
 - c) functions associated with the role of the local consultative committee.
- 8.15 You must be scrupulous in your use of council property, including intellectual property, official services, facilities, technology and electronic devices and must not permit their misuse by any other person or body.
- 8.16 You must avoid any action or situation that could create the appearance that council property, official services or public facilities are being improperly used for your benefit or the benefit of any other person or body.
- 8.17 You must not use council resources (including council staff), property or facilities for the purpose of assisting your election campaign or the election campaigns of others unless the resources, property or facilities are otherwise available for use or hire by the public and any publicly advertised fee is paid for use of the resources, property or facility.
- 8.18 You must not use the council letterhead, council crests, council email or social media or other information that could give the appearance it is official council material:
- a) for the purpose of assisting your election campaign or the election campaign of others, or
 - b) for other non-official purposes.
- 8.19 You must not convert any property of the council to your own use unless properly authorised.

Internet access

- 8.20 You must not use council's computer resources or mobile or other devices to search for, access, download or communicate any material of an offensive, obscene, pornographic, threatening, abusive or defamatory nature, or that could otherwise lead to criminal penalty or civil liability and/or damage the council's reputation.

Council record keeping

- 8.21 You must comply with the requirements of the *State Records Act 1998* and the council's records management policy.
- 8.22 All information created, sent and received in your official capacity is a council record and must be managed in accordance with the requirements of the *State Records Act 1998* and the council's approved records management policies and practices.
- 8.23 All information stored in either soft or hard copy on council supplied resources (including technology devices and email accounts) is deemed to be related to the business of the council and will be treated as council records, regardless of whether the original intention was to create the information for personal purposes.
- 8.24 You must not destroy, alter, or dispose of council information or records, unless authorised to do so. If you need to alter or dispose of council information or records, you must do so in consultation with the council's records manager and comply with the requirements of the *State Records Act 1998*.

Councillor access to council buildings

- 8.25 Councillors and administrators are entitled to have access to the council chamber, committee room, mayor's office (subject to availability), councillors' rooms, and public areas of council's buildings during normal business hours and for meetings. Councillors and administrators needing access to these facilities at other times must obtain authority from the general manager.
- 8.26 Councillors and administrators must not enter staff-only areas of council buildings without the approval of the general manager (or their delegate) or as provided for in the procedures governing the interaction of councillors and council staff.
- 8.27 Councillors and administrators must ensure that when they are within a staff only area they refrain from conduct that could be perceived to improperly influence council staff decisions.

PART 9 MAINTAINING THE INTEGRITY OF THIS CODEComplaints made for an improper purpose

- 9.1 You must not make or threaten to make a complaint or cause a complaint to be made alleging a breach of this code for an improper purpose.
- 9.2 For the purposes of clause 9.1, a complaint is made for an improper purpose where it is trivial, frivolous, vexatious or not made in good faith, or where it otherwise lacks merit and has been made substantially for one or more of the following purposes:
- a) to bully, intimidate or harass another council official
 - b) to damage another council official's reputation
 - c) to obtain a political advantage
 - d) to influence a council official in the exercise of their official functions or to prevent or disrupt the exercise of those functions
 - e) to influence the council in the exercise of its functions or to prevent or disrupt the exercise of those functions
 - f) to avoid disciplinary action under the Procedures
 - g) to take reprisal action against a person for making a complaint alleging a breach of this code
 - h) to take reprisal action against a person for exercising a function prescribed under the Procedures
 - i) to prevent or disrupt the effective administration of this code under the Procedures.

Detrimental action

- 9.3 You must not take detrimental action or cause detrimental action to be taken against a person substantially in reprisal for a complaint they have made alleging a breach of this code.
- 9.4 You must not take detrimental action or cause detrimental action to be taken against a person substantially in reprisal for any function they have exercised under the Procedures.
- 9.5 For the purposes of clauses 9.3 and 9.4, a detrimental action is an action causing, comprising or involving any of the following:
- a) injury, damage or loss
 - b) intimidation or harassment
 - c) discrimination, disadvantage or adverse treatment in relation to employment
 - d) dismissal from, or prejudice in, employment
 - e) disciplinary proceedings.

Compliance with requirements under the Procedures

- 9.6 You must not engage in conduct that is calculated to impede or disrupt the consideration of a matter under the Procedures.
- 9.7 You must comply with a reasonable and lawful request made by a person exercising a function under the Procedures. A failure to make a written or oral submission invited under the Procedures will not constitute a breach of this clause.
- 9.8 You must comply with a practice ruling made by the Office under the Procedures.
- 9.9 Where you are a councillor or the general manager, you must comply with any council resolution requiring you to take action as a result of a breach of this code.

Disclosure of information about the consideration of a matter under the Procedures

- 9.10 All allegations of breaches of this code must be dealt with under and in accordance with the Procedures.
- 9.11 You must not allege breaches of this code other than by way of a complaint made or initiated under the Procedures.
- 9.12 You must not make allegations about, or disclose information about, suspected breaches of this code at council, committee or other meetings, whether open to the public or not, or in any other forum, whether public or not.
- 9.13 You must not disclose information about a complaint you have made alleging a breach of this code or a matter being considered under the Procedures except for the purposes of seeking legal advice, unless the disclosure is otherwise permitted under the Procedures.
- 9.14 Nothing under this Part prevents a person from making a public interest disclosure to an appropriate public authority or investigative authority under the *Public Interest Disclosures Act 1994*.

Complaints alleging a breach of this Part

- 9.15 Complaints alleging a breach of this Part by a councillor, the general manager or an administrator are to be managed by the Office. This clause does not prevent the Office from referring an alleged breach of this Part back to the council for consideration in accordance with the Procedures.
- 9.16 Complaints alleging a breach of this Part by other council officials are to be managed by the general manager in accordance with the Procedures.

SCHEDULE 1: DISCLOSURES OF INTERESTS AND OTHER MATTERS IN WRITTEN RETURNS SUBMITTED UNDER CLAUSE 4.21

Part 1: Preliminary

Definitions

1. For the purposes of the schedules to this code, the following definitions apply:

address means:

- a) in relation to a person other than a corporation, the last residential or business address of the person known to the councillor or designated person disclosing the address, or
- b) in relation to a corporation, the address of the registered office of the corporation in New South Wales or, if there is no such office, the address of the principal office of the corporation in the place where it is registered, or
- c) in relation to any real property, the street address of the property.

de facto partner has the same meaning as defined in section 21C of the *Interpretation Act 1987*.

disposition of property means a conveyance, transfer, assignment, settlement, delivery, payment or other alienation of property, including the following:

- a) the allotment of shares in a company
- b) the creation of a trust in respect of property
- c) the grant or creation of a lease, mortgage, charge, easement, licence, power, partnership or interest in respect of property
- d) the release, discharge, surrender, forfeiture or abandonment, at law or in equity, of a debt, contract or chose in action, or of an interest in respect of property
- e) the exercise by a person of a general power of appointment over property in favour of another person
- f) a transaction entered into by a person who intends by the transaction to diminish, directly or indirectly, the value of the person's own property and to increase the value of the property of another person.

gift means a disposition of property made otherwise than by will (whether or not by instrument in writing) without consideration, or with inadequate consideration, in money or money's worth passing from the person to whom the disposition was made to the person who made the disposition, but does not include a financial or other contribution to travel.

interest means:

- a) in relation to property, an estate, interest, right or power, at law or in equity, in or over the property, or
- b) in relation to a corporation, a relevant interest (within the meaning of section 9 of the *Corporations Act 2001* of the Commonwealth) in securities issued or made available by the corporation.

listed company means a company that is listed within the meaning of section 9 of the *Corporations Act 2001* of the Commonwealth.

occupation includes trade, profession and vocation.

professional or business association means an incorporated or unincorporated body or organisation having as one of its objects or activities the promotion of the economic interests of its members in any occupation.

property includes money.

return date means:

- a) in the case of a return made under clause 4.21(a), the date on which a person became a councillor or designated person
- b) in the case of a return made under clause 4.21(b), 30 June of the year in which the return is made
- c) in the case of a return made under clause 4.21(c), the date on which the councillor or designated person became aware of the interest to be disclosed.

relative includes any of the following:

- a) a person's spouse or de facto partner
- b) a person's parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child
- c) a person's spouse's or de facto partner's parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child
- d) the spouse or de facto partner of a person referred to in paragraphs (b) and (c).

travel includes accommodation incidental to a journey.

Matters relating to the interests that must be included in returns

39

2. *Interests etc. outside New South Wales:* A reference in this schedule or in schedule 2 to a disclosure concerning a corporation or other thing includes any reference to a disclosure concerning a corporation registered, or other thing arising or received, outside New South Wales.
3. *References to interests in real property:* A reference in this schedule or in schedule 2 to real property in which a councillor or designated person has an interest includes a reference to any real property situated in Australia in which the councillor or designated person has an interest.
4. *Gifts, loans etc. from related corporations:* For the purposes of this schedule and schedule 2, gifts or contributions to travel given, loans made, or goods or services supplied, to a councillor or designated person by two or more corporations that are related to each other for the purposes of section 50 of the *Corporations Act 2001* of the Commonwealth are all given, made or supplied by a single corporation.

Part 2: Pecuniary interests to be disclosed in returnsReal property

5. A person making a return under clause 4.21 of this code must disclose:
 - a) the street address of each parcel of real property in which they had an interest on the return date, and
 - b) the street address of each parcel of real property in which they had an interest in the period since 30 June of the previous financial year, and
 - c) the nature of the interest.
6. An interest in a parcel of real property need not be disclosed in a return if the person making the return had the interest only:
 - a) as executor of the will, or administrator of the estate, of a deceased person and not as a beneficiary under the will or intestacy, or
 - b) as a trustee, if the interest was acquired in the ordinary course of an occupation not related to their duties as the holder of a position required to make a return.
7. An interest in a parcel of real property need not be disclosed in a return if the person ceased to hold the interest prior to becoming a councillor or designated person.
8. For the purposes of clause 5 of this schedule, "interest" includes an option to purchase.

Gifts

9. A person making a return under clause 4.21 of this code must disclose:
 - a) a description of each gift received in the period since 30 June of the previous financial year, and
 - b) the name and address of the donor of each of the gifts.
10. A gift need not be included in a return if:
 - a) it did not exceed \$500, unless it was among gifts totalling more than \$500 made by the same person during a period of 12 months or less, or
 - b) it was a political donation disclosed, or required to be disclosed, under Part 3 of the *Electoral Funding Act 2018*, or
 - c) the donor was a relative of the donee, or
 - d) subject to paragraph (a), it was received prior to the person becoming a councillor or designated person.
11. For the purposes of clause 10 of this schedule, the amount of a gift other than money is an amount equal to the value of the property given.

Contributions to travel

12. A person making a return under clause 4.21 of this code must disclose:

- a) the name and address of each person who made any financial or other contribution to the expenses of any travel undertaken by the person in the period since 30 June of the previous financial year, and
- b) the dates on which the travel was undertaken, and
- c) the names of the states and territories, and of the overseas countries, in which the travel was undertaken.

13. A financial or other contribution to any travel need not be disclosed under this clause if it:

- a) was made from public funds (including a contribution arising from travel on free passes issued under an Act or from travel in government or council vehicles), or
- b) was made by a relative of the traveller, or
- c) was made in the ordinary course of an occupation of the traveller that is not related to their functions as the holder of a position requiring the making of a return, or
- d) did not exceed \$250, unless it was among gifts totalling more than \$250 made by the same person during a 12-month period or less, or
- e) was a political donation disclosed, or required to be disclosed, under Part 3 of the *Electoral Funding Act 2018*, or
- f) was made by a political party of which the traveller was a member and the travel was undertaken for the purpose of political activity of the party in New South Wales, or to enable the traveller to represent the party within Australia, or
- g) subject to paragraph (d) it was received prior to the person becoming a councillor or designated person.

14. For the purposes of clause 13 of this schedule, the amount of a contribution (other than a financial contribution) is an amount equal to the value of the contribution.

Interests and positions in corporations

15. A person making a return under clause 4.21 of this code must disclose:

- a) the name and address of each corporation in which they had an interest or held a position (whether remunerated or not) on the return date, and
- b) the name and address of each corporation in which they had an interest or held a position in the period since 30 June of the previous financial year, and
- c) the nature of the interest, or the position held, in each of the corporations, and
- d) a description of the principal objects (if any) of each of the corporations, except in the case of a listed company.

16. An interest in, or a position held in, a corporation need not be disclosed if the corporation is:

- a) formed for the purpose of providing recreation or amusement, or for promoting commerce, industry, art, science, religion or charity, or for any other community purpose, and
- b) required to apply its profits or other income in promoting its objects, and
- c) prohibited from paying any dividend to its members.

17. An interest in a corporation need not be disclosed if the interest is a beneficial interest in shares in a company that does not exceed 10 per cent of the voting rights in the company.

18. An interest or a position in a corporation need not be disclosed if the person ceased to hold the interest or position prior to becoming a councillor or designated person.

Interests as a property developer or a close associate of a property developer

19. A person making a return under clause 4.21 of this code must disclose whether they were a property developer, or a close associate of a corporation that, or an individual who, is a property developer, on the return date.

20. For the purposes of clause 19 of this schedule:

close associate, in relation to a corporation or an individual, has the same meaning as it has in section 53 of the *Electoral Funding Act 2018*.

property developer has the same meaning as it has in Division 7 of Part 3 of the *Electoral Funding Act 2018*.

Positions in trade unions and professional or business associations

21. A person making a return under clause 4.21 of the code must disclose:

- a) the name of each trade union, and of each professional or business association, in which they held any position (whether remunerated or not) on the return date, and
- b) the name of each trade union, and of each professional or business association, in which they have held any position (whether remunerated or not) in the period since 30 June of the previous financial year, and
- c) a description of the position held in each of the unions and associations.

22. A position held in a trade union or a professional or business association need not be disclosed if the person ceased to hold the position prior to becoming a councillor or designated person.

Dispositions of real property

23. A person making a return under clause 4.21 of this code must disclose particulars of each disposition of real property by the person (including the street address of the affected property) in the period since 30 June of the previous financial year, under which they wholly or partly retained the use and benefit of the property or the right to re-acquire the property.

24. A person making a return under clause 4.21 of this code must disclose particulars of each disposition of real property to another person (including the street address of the affected property) in the period since 30 June of the previous financial year, that is made under arrangements with, but is not made by, the person making the return, being a disposition under which the person making the return obtained wholly or partly the use of the property.

25. A disposition of real property need not be disclosed if it was made prior to a person becoming a councillor or designated person.

Sources of income

26. A person making a return under clause 4.21 of this code must disclose:
- a) each source of income that the person reasonably expects to receive in the period commencing on the first day after the return date and ending on the following 30 June, and
 - b) each source of income received by the person in the period since 30 June of the previous financial year.
27. A reference in clause 26 of this schedule to each source of income received, or reasonably expected to be received, by a person is a reference to:
- a) in relation to income from an occupation of the person:
 - (i) a description of the occupation, and
 - (ii) if the person is employed or the holder of an office, the name and address of their employer, or a description of the office, and
 - (iii) if the person has entered into a partnership with other persons, the name (if any) under which the partnership is conducted, or
 - b) in relation to income from a trust, the name and address of the settlor and the trustee, or
 - c) in relation to any other income, a description sufficient to identify the person from whom, or the circumstances in which, the income was, or is reasonably expected to be, received.
28. The source of any income need not be disclosed by a person in a return if the amount of the income received, or reasonably expected to be received, by the person from that source did not exceed \$500, or is not reasonably expected to exceed \$500, as the case may be.
29. The source of any income received by the person that they ceased to receive prior to becoming a councillor or designated person need not be disclosed.
30. A fee paid to a councillor or to the mayor or deputy mayor under sections 248 or 249 of the LGA need not be disclosed.

Debts

31. A person making a return under clause 4.21 of this code must disclose the name and address of each person to whom the person was liable to pay any debt:
- a) on the return date, and
 - b) at any time in the period since 30 June of the previous financial year.
32. A liability to pay a debt must be disclosed by a person in a return made under clause 4.21 whether or not the amount, or any part of the amount, to be paid was due and payable on the return date or at any time in the period since 30 June of the previous financial year, as the case may be.

33. A liability to pay a debt need not be disclosed by a person in a return if:

- a) the amount to be paid did not exceed \$500 on the return date or in the period since 30 June of the previous financial year, as the case may be, unless:
 - (i) the debt was one of two or more debts that the person was liable to pay to one person on the return date, or at any time in the period since 30 June of the previous financial year, as the case may be, and
 - (ii) the amounts to be paid exceeded, in the aggregate, \$500, or
- b) the person was liable to pay the debt to a relative, or
- c) in the case of a debt arising from a loan of money the person was liable to pay the debt to an authorised deposit-taking institution or other person whose ordinary business includes the lending of money, and the loan was made in the ordinary course of business of the lender, or
- d) in the case of a debt arising from the supply of goods or services:
 - (i) the goods or services were supplied in the period of 12 months immediately preceding the return date, or were supplied in the period since 30 June of the previous financial year, as the case may be, or
 - (ii) the goods or services were supplied in the ordinary course of any occupation of the person that is not related to their duties as the holder of a position required to make a return, or
- e) subject to paragraph (a), the debt was discharged prior to the person becoming a councillor or designated person.

Discretionary disclosures

34. A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of this Schedule.

SCHEDULE 2: FORM OF WRITTEN RETURN OF INTERESTS SUBMITTED UNDER CLAUSE 4.21'Disclosures by councillors and designated persons' return

1. The pecuniary interests and other matters to be disclosed in this return are prescribed by Schedule 1 of the Model Code of Conduct for Local Councils in NSW (the Model Code of Conduct).
2. If this is the first return you have been required to lodge with the general manager after becoming a councillor or designated person, do not complete Parts C, D and I of the return. All other parts of the return should be completed with appropriate information based on your circumstances at the return date, that is, the date on which you became a councillor or designated person.
3. If you have previously lodged a return with the general manager and you are completing this return for the purposes of disclosing a new interest that was not disclosed in the last return you lodged with the general manager, you must complete all parts of the return with appropriate information for the period from 30 June of the previous financial year or the date on which you became a councillor or designated person, (whichever is the later date), to the return date which is the date you became aware of the new interest to be disclosed in your updated return.
4. If you have previously lodged a return with the general manager and are submitting a new return for the new financial year, you must complete all parts of the return with appropriate information for the 12-month period commencing on 30 June of the previous year to 30 June this year.
5. This form must be completed using block letters or typed.
6. If there is insufficient space for all the information you are required to disclose, you must attach an appendix which is to be properly identified and signed by you.
7. If there are no pecuniary interests or other matters of the kind required to be disclosed under a heading in this form, the word "NIL" is to be placed in an appropriate space under that heading.

Important information

This information is being collected for the purpose of complying with clause 4.21 of the Model Code of Conduct.

You must not lodge a return that you know or ought reasonably to know is false or misleading in a material particular (see clause 4.23 of the Model Code of Conduct). Complaints about breaches of

46

these requirements are to be referred to the Office of Local Government and may result in disciplinary action by the council, the Chief Executive of the Office of Local Government or the NSW Civil and Administrative Tribunal.

The information collected on this form will be kept by the general manager in a register of returns. The general manager is required to table all returns at a council meeting.

Information contained in returns made and lodged under clause 4.21 is to be made publicly available in accordance with the requirements of the *Government Information (Public Access) Act 2009*, the *Government Information (Public Access) Regulation 2009* and any guidelines issued by the Information Commissioner.

You have an obligation to keep the information contained in this return up to date. If you become aware of a new interest that must be disclosed in this return, or an interest that you have previously failed to disclose, you must submit an updated return within three months of becoming aware of the previously undisclosed interest.

Disclosure of pecuniary interests and other matters by [full name of councillor or designated person]

as at [return date]

in respect of the period from [date] to [date]

[councillor's or designated person's signature]

[date]

A. Real Property

Street address of each parcel of real property in which I had an interest at Nature of interest the return date/at any time since 30 June

B. Sources of income

1 Sources of income I reasonably expect to receive from an occupation in the period commencing on the first day after the return date and ending on the following 30 June

Sources of income I received from an occupation at any time since 30 June

Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which (if partnership conducted (if applicable)

47

2 Sources of income I reasonably expect to receive from a trust in the period commencing on the first day after the return date and ending on the following 30 June

Sources of income I received from a trust since 30 June

Name and address of settlor

Name and address of trustee

3 Sources of other income I reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June

Sources of other income I received at any time since 30 June

[Include description sufficient to identify the person from whom, or the circumstances in which, that income was received]

C. Gifts

Description of each gift I received at any time since 30 June Name and address of donor

D. Contributions to travel

Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken

E. Interests and positions in corporations

Name and address of each corporation in which I had an interest (if any) or held a position at the return date/at any time since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)

F. Were you a property developer or a close associate of a property developer on the return date? (Y/N)

G. Positions in trade unions and professional or business associations

Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at the return date/at any time since 30 June	Description of position

H. Debts

Name and address of each person to whom I was liable to pay any debt at the return date/at any time since 30 June

I. Dispositions of property

1 Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time

2 Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property

J. Discretionary disclosures

**SCHEDULE 3: FORM OF SPECIAL DISCLOSURE OF PECUNIARY INTEREST
SUBMITTED UNDER CLAUSE 4.37**

1. This form must be completed using block letters or typed.
2. If there is insufficient space for all the information you are required to disclose, you must attach an appendix which is to be properly identified and signed by you.

Important information

This information is being collected for the purpose of making a special disclosure of pecuniary interests under clause 4.36(c) of the Model Code of Conduct for Local Councils in NSW (the Model Code of Conduct).

The special disclosure must relate only to a pecuniary interest that a councillor has in the councillor's principal place of residence, or an interest another person (whose interests are relevant under clause 4.3 of the Model Code of Conduct) has in that person's principal place of residence.

Clause 4.3 of the Model Code of Conduct states that you will have a pecuniary interest in a matter because of the pecuniary interest of your spouse or your de facto partner or your relative or because your business partner or employer has a pecuniary interest. You will also have a pecuniary interest in a matter because you, your nominee, your business partner or your employer is a member of a company or other body that has a pecuniary interest in the matter.

"Relative" is defined by clause 4.4 of the Model Code of Conduct as meaning your, your spouse's or your de facto partner's parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child and the spouse or de facto partner of any of those persons.

You must not make a special disclosure that you know or ought reasonably to know is false or misleading in a material particular. Complaints about breaches of these requirements are to be referred to the Office of Local Government and may result in disciplinary action by the Chief Executive of the Office of Local Government or the NSW Civil and Administrative Tribunal.

This form must be completed by you before the commencement of the council or council committee meeting at which the special disclosure is being made. The completed form must be tabled at the meeting. Everyone is entitled to inspect it. The special disclosure must be recorded in the minutes of the meeting.

Special disclosure of pecuniary interests by *[full name of councillor]*

in the matter of *[insert name of environmental planning instrument]*

which is to be considered at a meeting of the *[name of council or council committee (as the case requires)]*

to be held on the day of 20 .

Pecuniary interest	
Address of the affected principal place of residence of the councillor or an associated person, company or body (the identified land)	
Relationship of identified land to the councillor <i>[Tick or cross one box.]</i>	<input type="checkbox"/> The councillor has an interest in the land (e.g. is the owner or has another interest arising out of a mortgage, lease, trust, option or contract, or otherwise). <input type="checkbox"/> An associated person of the councillor has an interest in the land. <input type="checkbox"/> An associated company or body of the councillor has an interest in the land.
Matter giving rise to pecuniary interest ¹	
Nature of the land that is subject to a change in zone/planning control by the proposed LEP (the subject land) ² <i>[Tick or cross one box]</i>	<input type="checkbox"/> The identified land. <input type="checkbox"/> Land that adjoins or is adjacent to or is in proximity to the identified land.
Current zone/planning control <i>[Insert name of current planning instrument and identify relevant zone/planning control applying to the subject land]</i>	

¹ Clause 4.1 of the Model Code of Conduct provides that a pecuniary interest is an interest that a person has in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to the person. A person does not have a pecuniary interest in a matter if the interest is so remote or insignificant that it could not reasonably be regarded as likely to influence any decision the person might make in relation to the matter, or if the interest is of a kind specified in clause 4.6 of the Model Code of Conduct.

² A pecuniary interest may arise by way of a change of permissible use of land adjoining, adjacent to or in proximity to land in which a councillor or a person, company or body referred to in clause 4.3 of the Model Code of Conduct has a proprietary interest.

51

Proposed change of zone/planning control <i>[Insert name of proposed LEP and identify proposed change of zone/planning control applying to the subject land]</i>	
Effect of proposed change of zone/planning control on councillor or associated person <i>[Insert one of the following: "Appreciable financial gain" or "Appreciable financial loss"]</i>	

[If more than one pecuniary interest is to be declared, reprint the above box and fill in for each additional interest.]

Councillor's signature

Date

[This form is to be retained by the council's general manager and included in full in the minutes of the meeting]

PART 10 VERSION CONTROL

Version #	Date	Details	Council Meeting Date
DRAFT	February 2019	Draft Strathfield Code of Conduct created	
DRAFT	5 March 2019	Draft Code of Conduct presented to Council for adoption	

ATTACHMENT 2



Procedures for the Administration of the Code of Conduct

February 2019

TABLE OF CONTENTS

1.1	FORWARD – CODE OF CONDUCT FRAMEWORK	3
1.2	COUNCIL'S VALUES	4
	PART 1	5
	PART 2	6
	PART 3 ADMINISTARTIVE FRAMEWORK	7
	PART 4 HOW MANY CODE OF CONDUCT COMPLAINTS BE MADE?	11
	PART 5 HOW ARE CODE OF CONDUCT COMPLAINTS TO BE MANAGED?	12
	PART 6 PRELIMINARY ASSESSMENT OF CODE OF CONDUCT COMPLAINTS ABOUT COUNCILLORS OR THE GENERAL MANAGER BY CONDUCT REVIEWERS	20
	PART 7 INVESTIGATIONS OF CODE OF CONDUCT COMPLAINTS ABOUT COUNCILLORS OR THE GENERAL MANAGER	24
	PART 8 OVERSIGHT AND RIGHTS OF REVIEW	34
	PART 9 PREOCEDURAL IRREGULARITIES	37
	PART 10 PRACTICE DIRECTIONS	38
	PART 11 REPORTING STATISTICS ON CODE OF CONDUCT COMPLAINTS ABOUT COUNCILLORS AND THE GENERAL MANAGER	39
	PART 12 CONFIDENTIALITY	40

	<h2 style="text-align: center;">PROCEDURES FOR THE ADMINISTRATION OF THE CODE OF CONDUCT</h2>		
RESPONSIBILITY	??		
DATE ADOPTED	February 2019	MINUTE	
REVISED		REVIEW	Within 12 months of the ordinary election of Council
ECM No			
ASSOCIATED POLICIES	<ul style="list-style-type: none"> • Strathfield Council Code of Conduct – February 2019 • Strathfield Council Code of Meeting Practice • Privacy Management Plan • Access to Information Policy 		
ASSOCIATED LEGISLATION	<ul style="list-style-type: none"> • Local Government Act 1993 • Local Government (General) Regulations 2005 		
ASSOCIATED GUIDELINES			

1.1 FORWARD – CODE OF CONDUCT FRAMEWORK

The practice of good governance is critical in ensuring that council meets our legal and ethical compliance and that decisions are made in the public interest. Council demonstrates good governance through probity, accountability and transparency in decision making.

Council's Code of Conduct is the centerpiece of our governance framework. It is the foundation for ensuring the integrity of our organisation and building a strong ethical culture. Our Code of Conduct is supported by these Procedures for the Administration of the Code of Conduct which are based on the Office of Local Government's Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW (March 2013).

The Code of Conduct Framework includes the Code of Conduct, the Procedures for the Administration of the Code and a number of other policies and procedures which facilitate the administration of the Code.

1.2 COUNCIL'S VALUES

Strathfield Council is committed to following our Corporate Values which guides the conduct of officials and guides the way Council carries out our business and delivers activities and services for our Community. Council's Code of Conduct provides guidelines to ensure that behaviour and decisions reflect our Corporate Values, which are:

Teamwork

We are constructive, we contribute positively to the team and the organization and provide good customer service to others in a timely fashion.

Integrity

We communicate in an open and genuine manner, do what we say and treat everyone equally, with fairness and respect.

Accountability

We deliver, do what we say we will, take responsibility for the part we play in this organization and we are clear and transparent in all that we do.

Wellbeing & Safety

We ensure that everyone gets home at night safely, raise safety concerns immediately and ask 'are you ok' if we notice that someone might be struggling.

PART 1

These procedures ("the Model Code Procedures") are prescribed for the administration of the *Model Code of Conduct for Local Councils in NSW* ("the Model Code of Conduct").

The Model Code of Conduct is made under section 440 of the *Local Government Act 1993* ("the LGA") and the *Local Government (General) Regulation 2005* ("the Regulation"). Section 440 of the LGA requires every council (including county councils) and joint organisation to adopt a code of conduct that incorporates the provisions of the Model Code of Conduct.

The Model Code Procedures are made under section 440AA of the LGA and the Regulation. Section 440AA of the LGA requires every council (including county councils) and joint organisation to adopt procedures for the administration of their code of conduct that incorporate the provisions of the Model Code Procedures.

In adopting procedures for the administration of their adopted codes of conduct, councils and joint organisations may supplement the Model Code Procedures. However, provisions that are not consistent with those prescribed under the Model Code Procedures will have no effect.

Note: References in these procedures to councils are also to be taken as references to county councils and joint organisations.

Note: In adopting the Model Code Procedures, joint organisations should adapt them to substitute the terms "board" for "council", "chairperson" for "mayor", "voting representative" for "councillor" and "executive officer" for "general manager".

Note: In adopting the Model Code Procedures, county councils should adapt them to substitute the term "chairperson" for "mayor" and "member" for "councillor".

Note: Parts 6, 7, 8 and 11 of these procedures apply only to the management of code of conduct complaints about councillors (including the mayor) or the general manager.

PART 2

In these procedures the following terms have the following meanings:

LGA	the <i>Local Government Act 1993</i>
administrator	an administrator of a council appointed under the LGA other than an administrator appointed under section 66
code of conduct	a code of conduct adopted under section 440 of the LGA
code of conduct complaint	a complaint that is a code of conduct complaint for the purposes of clauses 4.1 and 4.2 of these procedures
complainant	a person who makes a code of conduct complaint
complainant councillor	a councillor who makes a code of conduct complaint
complaints coordinator	a person appointed by the general manager under these procedures as a complaints coordinator
conduct reviewer	a person appointed under these procedures to review allegations of breaches of the code of conduct by councillors or the general manager
council	includes county councils and joint organisations
council committee	a committee established by a council comprising of councillors, staff or other persons that the council has delegated functions to
council committee member	a person other than a councillor or member of staff of a council who is a member of a council committee other than a wholly advisory committee
councillor	any person elected or appointed to civic office, including the mayor, and includes members and chairpersons of county councils and voting representatives of the boards of joint organisations and chairpersons of joint organisations
council official	any councillor, member of staff of council, administrator, council committee member, delegate of council and, for the purposes of clause 4.16 of the Model Code of Conduct, council adviser

delegate of council	a person (other than a councillor or member of staff of a council) or body, and the individual members of that body, to whom a function of the council is delegated
external agency	a state government agency such as, but not limited to, the Office, the ICAC, the NSW Ombudsman or the police
general manager	includes the executive officer of a joint organisation
ICAC	the Independent Commission Against Corruption
joint organisation	a joint organisation established under section 400O of the LGA
mayor	includes the chairperson of a county council or a joint organisation
members of staff of a council	includes members of staff of county councils and joint organisations
the Office	the Office of Local Government
investigator	a conduct reviewer
the Regulation	the <i>Local Government (General) Regulation 2005</i>
respondent	a person whose conduct is the subject of investigation by a conduct reviewer under these procedures
wholly advisory committee	a council committee that the council has not delegated any functions to

PART 3 ADMINISTRATIVE FRAMEWORK

The establishment of a panel of conduct reviewers

- 3.1 The council must by resolution establish a panel of conduct reviewers.
- 3.2 The council may by resolution enter into an arrangement with one or more other councils to share a panel of conduct reviewers including through a joint organisation or another regional body associated with the councils.
- 3.3 The panel of conduct reviewers is to be established following a public expression of interest process.

- 3.4 An expression of interest for members of the council's panel of conduct reviewers must, at a minimum, be advertised locally and in the Sydney metropolitan area.
- 3.5 To be eligible to be a conduct reviewer, a person must, at a minimum, meet the following requirements:
- a) an understanding of local government, and
 - b) knowledge of investigative processes including but not limited to procedural fairness requirements and the requirements of the *Public Interest Disclosures Act 1994*, and
 - c) knowledge and experience of one or more of the following:
 - i) investigations
 - ii) law
 - iii) public administration
 - iv) public sector ethics
 - v) alternative dispute resolution, and
 - d) meet the eligibility requirements for membership of a panel of conduct reviewers under clause 3.6.
- 3.6 A person is not eligible to be a conduct reviewer if they are:
- a) a councillor, or
 - b) a nominee for election as a councillor, or
 - c) an administrator, or
 - d) an employee of a council, or
 - e) a member of the Commonwealth Parliament or any State Parliament or Territory Assembly, or
 - f) a nominee for election as a member of the Commonwealth Parliament or any State Parliament or Territory Assembly, or
 - g) a person who has a conviction for an indictable offence that is not an expired conviction.
- 3.7 A person is not precluded from being a member of the council's panel of conduct reviewers if they are a member of another council's panel of conduct reviewers.
- 3.8 An incorporated or other entity may be appointed to a council's panel of conduct reviewers where the council is satisfied that all the persons who will be undertaking the functions of a conduct reviewer on behalf of the entity meet the selection and eligibility criteria prescribed under this Part.
- 3.9 A panel of conduct reviewers established under this Part is to have a term of up to four years.
- 3.10 The council may terminate the panel of conduct reviewers at any time by resolution. Where a panel of conduct reviewers has been terminated, conduct reviewers who were members of the panel may continue to deal with any matter referred to them under these procedures prior to the termination of the panel until they have finalised their consideration of the matter.

- 3.11 When the term of the panel of conduct reviewers concludes or is terminated, the council must establish a new panel of conduct reviewers in accordance with the requirements of this Part.
- 3.12 A person who was a member of a previous panel of conduct reviewers established by the council may be a member of subsequent panels of conduct reviewers established by the council if they continue to meet the selection and eligibility criteria for membership of the panel.

The appointment of an internal ombudsman to a panel of conduct reviewers

- 3.13 Despite clause 3.6(d), an employee of a council who is the nominated internal ombudsman of one or more councils may be appointed to a council's panel of conduct reviewers with the Office's consent.
- 3.14 To be appointed to a council's panel of conduct reviewers, an internal ombudsman must meet the qualification requirements for conduct reviewers prescribed under clause 3.5 as modified by the operation of clause 3.13.
- 3.15 An internal ombudsman appointed to a council's panel of conduct reviewers may also exercise the functions of the council's complaints coordinator. For the purposes of clause 6.1, an internal ombudsman who is a council's complaints coordinator and has been appointed to the council's panel of conduct reviewers, may either undertake a preliminary assessment and investigation of a matter referred to them under clauses 5.26 or 5.33 or refer the matter to another conduct reviewer in accordance with clause 6.2.
- 3.16 Clause 6.4(c) does not apply to an internal ombudsman appointed to a council's panel of conduct reviewers.

The appointment of complaints coordinators

- 3.17 The general manager must appoint a member of staff of the council or another person (such as, but not limited to, a member of staff of another council or a member of staff of a joint organisation or other regional body associated with the council), to act as a complaints coordinator. Where the complaints coordinator is a member of staff of the council, the complaints coordinator should be a senior and suitably qualified member of staff.
- 3.18 The general manager may appoint other members of staff of the council or other persons (such as, but not limited to, members of staff of another council or members of staff of a joint organisation or other regional body associated with the council), to act as alternates to the complaints coordinator.
- 3.19 The general manager must not undertake the role of complaints coordinator.
- 3.20 The person appointed as complaints coordinator or alternate complaints coordinator must also be a nominated disclosures coordinator appointed for the purpose of receiving and managing reports of wrongdoing under the *Public Interest Disclosures Act 1994*.

3.21 The role of the complaints coordinator is to:

- a) coordinate the management of complaints made under the council's code of conduct
- b) liaise with and provide administrative support to a conduct reviewer
- c) liaise with the Office and
- d) arrange the annual reporting of code of conduct complaints statistics.

PART 4 HOW MAY CODE OF CONDUCT COMPLAINTS BE MADE?What is a code of conduct complaint?

- 4.1 For the purpose of these procedures, a code of conduct complaint is a complaint that shows or tends to show conduct on the part of a council official in connection with their role as a council official or the exercise of their functions as a council official that would constitute a breach of the standards of conduct prescribed under the council's code of conduct if proven.
- 4.2 The following are not "code of conduct complaints" for the purposes of these procedures:
- a) complaints about the standard or level of service provided by the council or a council official
 - b) complaints that relate solely to the merits of a decision made by the council or a council official or the exercise of a discretion by the council or a council official
 - c) complaints about the policies or procedures of the council
 - d) complaints about the conduct of a council official arising from the exercise of their functions in good faith, whether or not involving error, that would not otherwise constitute a breach of the standards of conduct prescribed under the council's code of conduct.
- 4.3 Only code of conduct complaints are to be dealt with under these procedures. Complaints that do not satisfy the definition of a code of conduct complaint are to be dealt with under the council's routine complaints management processes.

When must a code of conduct complaint be made?

- 4.4 A code of conduct complaint must be made within three months of the alleged conduct occurring or within three months of the complainant becoming aware of the alleged conduct.
- 4.5 A complaint made after 3 months may only be accepted if the general manager or their delegate, or, in the case of a complaint about the general manager, the mayor or their delegate, is satisfied that the allegations are serious and compelling grounds exist for the matter to be dealt with under the code of conduct.

How may a code of conduct complaint about a council official other than the general manager be made?

- 4.6 All code of conduct complaints other than those relating to the general manager are to be made to the general manager in writing. This clause does not operate to prevent a person from making a complaint to an external agency.
- 4.7 Where a code of conduct complaint about a council official other than the general manager cannot be made in writing, the complaint must be confirmed with the complainant in writing as soon as possible after the receipt of the complaint.

- 4.8 In making a code of conduct complaint about a council official other than the general manager, the complainant may nominate whether they want the complaint to be resolved by mediation or by other alternative means.
- 4.9 The general manager or their delegate, or, where the complaint is referred to a conduct reviewer, the conduct reviewer, must consider the complainant's preferences in deciding how to deal with the complaint.
- 4.10 Notwithstanding clauses 4.6 and 4.7, where the general manager becomes aware of a possible breach of the council's code of conduct, they may initiate the process for the consideration of the matter under these procedures without a written complaint.

How may a code of conduct complaint about the general manager be made?

- 4.11 Code of conduct complaints about the general manager are to be made to the mayor in writing. This clause does not operate to prevent a person from making a complaint about the general manager to an external agency.
- 4.12 Where a code of conduct complaint about the general manager cannot be made in writing, the complaint must be confirmed with the complainant in writing as soon as possible after the receipt of the complaint.
- 4.13 In making a code of conduct complaint about the general manager, the complainant may nominate whether they want the complaint to be resolved by mediation or by other alternative means.
- 4.14 The mayor or their delegate, or, where the complaint is referred to a conduct reviewer, the conduct reviewer, must consider the complainant's preferences in deciding how to deal with the complaint.
- 4.15 Notwithstanding clauses 4.11 and 4.12, where the mayor becomes aware of a possible breach of the council's code of conduct by the general manager, they may initiate the process for the consideration of the matter under these procedures without a written complaint.

PART 5 HOW ARE CODE OF CONDUCT COMPLAINTS TO BE MANAGED?

Delegation by general managers and mayors of their functions under this Part

- 5.1 A general manager or mayor may delegate their functions under this Part to a member of staff of the council or to a person or persons external to the council other than an external agency. References in this Part to the general manager or mayor are also to be taken to be references to their delegates.

Consideration of complaints by general managers and mayors

- 5.2 In exercising their functions under this Part, general managers and mayors may consider the complaint assessment criteria prescribed under clause 6.31.

What complaints may be declined at the outset?

- 5.3 Without limiting any other provision in these procedures, the general manager or, in the case of a complaint about the general manager, the mayor, may decline to deal with a complaint under these procedures where they are satisfied that the complaint:
- a) is not a code of conduct complaint, or
 - b) subject to clause 4.5, is not made within 3 months of the alleged conduct occurring or the complainant becoming aware of the alleged conduct, or
 - c) is trivial, frivolous, vexatious or not made in good faith, or
 - d) relates to a matter the substance of which has previously been considered and addressed by the council and does not warrant further action, or
 - e) is not made in a way that would allow the alleged conduct and any alleged breaches of the council's code of conduct to be readily identified.

How are code of conduct complaints about staff (other than the general manager) to be dealt with?

- 5.4 The general manager is responsible for the management of code of conduct complaints about members of staff of council (other than complaints alleging a breach of the pecuniary interest provisions contained in Part 4 of the code of conduct) and for determining the outcome of such complaints.
- 5.5 The general manager must refer code of conduct complaints about members of staff of council alleging a breach of the pecuniary interest provisions contained in Part 4 of the code of conduct to the Office.
- 5.6 The general manager may decide to take no action in relation to a code of conduct complaint about a member of staff of council other than one requiring referral to the Office under clause 5.5 where they consider that no action is warranted in relation to the complaint.
- 5.7 Where the general manager decides to take no action in relation to a code of conduct complaint about a member of staff of council, the general manager must give the complainant reasons in writing for their decision and this shall finalise the consideration of the matter under these procedures.
- 5.8 Code of conduct complaints about members of staff of council must be managed in accordance with the relevant industrial instrument or employment contract and make provision for procedural fairness including the right of an employee to be represented by their union.
- 5.9 Sanctions for breaches of the code of conduct by staff depend on the severity, scale and importance of the breach and must be determined in accordance with any relevant industrial instruments or contracts.

How are code of conduct complaints about delegates of council, council advisers and council committee members to be dealt with?

- 5.10 The general manager is responsible for the management of code of conduct complaints about delegates of council and council committee members (other than complaints alleging a breach of the pecuniary interest provisions contained in Part 4 of the code of conduct) and for determining the outcome of such complaints.
- 5.11 The general manager must refer code of conduct complaints about council advisers, delegates of council and council committee members alleging a breach of the pecuniary interest provisions contained in Part 4 of the code of conduct to the Office.
- 5.12 The general manager may decide to take no action in relation to a code of conduct complaint about a delegate of council or a council committee member other than one requiring referral to the Office under clause 5.11 where they consider that no action is warranted in relation to the complaint.
- 5.13 Where the general manager decides to take no action in relation to a code of conduct complaint about a delegate of council or a council committee member, the general manager must give the complainant reasons in writing for their decision and this shall finalise the consideration of the matter under these procedures.
- 5.14 Where the general manager considers it to be practicable and appropriate to do so, the general manager may seek to resolve code of conduct complaints about delegates of council or council committee members, by alternative means such as, but not limited to, explanation, counselling, training, mediation, informal discussion, negotiation, a voluntary apology or an undertaking not to repeat the offending behaviour. The resolution of a code of conduct complaint under this clause is not to be taken as a determination that there has been a breach of the council's code of conduct.
- 5.15 Where the general manager resolves a code of conduct complaint under clause 5.14 to the general manager's satisfaction, the general manager must notify the complainant in writing of the steps taken to resolve the complaint and this shall finalise the consideration of the matter under these procedures.
- 5.16 Sanctions for breaches of the code of conduct by delegates of council and/or council committee members depend on the severity, scale and importance of the breach and may include one or more of the following:
- a) censure
 - b) requiring the person to apologise to any person or organisation adversely affected by the breach in such a time and form specified by the general manager
 - c) prosecution for any breach of the law
 - d) removing or restricting the person's delegation
 - e) removing the person from membership of the relevant council committee.

- 5.17 Prior to imposing a sanction against a delegate of council or a council committee member under clause 5.16, the general manager or any person making enquiries on behalf of the general manager must comply with the requirements of procedural fairness. In particular:
- a) the substance of the allegation (including the relevant provision/s of the council's code of conduct that the alleged conduct is in breach of) must be put to the person who is the subject of the allegation, and
 - b) the person must be given an opportunity to respond to the allegation, and
 - c) the general manager must consider the person's response in deciding whether to impose a sanction under clause 5.16.

How are code of conduct complaints about administrators to be dealt with?

- 5.18 The general manager must refer all code of conduct complaints about administrators to the Office for its consideration.
- 5.19 The general manager must notify the complainant of the referral of their complaint in writing.

How are code of conduct complaints about councillors to be dealt with?

- 5.20 The general manager must refer the following code of conduct complaints about councillors to the Office:
- a) complaints alleging a breach of the pecuniary interest provisions contained in Part 4 of the code of conduct
 - b) complaints alleging a failure to comply with a requirement under the code of conduct to disclose and appropriately manage conflicts of interest arising from political donations (see section 328B of the LGA)
 - c) complaints alleging a breach of the provisions relating to the maintenance of the integrity of the code of conduct contained in Part 9 of the code of conduct
 - d) complaints that are the subject of a special complaints management arrangement with the Office under clause 5.49.
- 5.21 Where the general manager refers a complaint to the Office under clause 5.20, the general manager must notify the complainant of the referral in writing.
- 5.22 The general manager may decide to take no action in relation to a code of conduct complaint about a councillor, other than one requiring referral to the Office under clause 5.20, where they consider that no action is warranted in relation to the complaint.
- 5.23 Where the general manager decides to take no action in relation to a code of conduct complaint about a councillor, the general manager must give the complainant reasons in writing for their decision within 21 days of receipt of the complaint and this shall finalise the consideration of the matter under these procedures.
- 5.24 Where the general manager considers it to be practicable and appropriate to do so, the general manager may seek to resolve code of conduct complaints about

councillors, other than those requiring referral to the Office under clause 5.20, by alternative means such as, but not limited to, explanation, counselling, training, mediation, informal discussion, negotiation, a voluntary apology or an undertaking not to repeat the offending behaviour. The resolution of a code of conduct complaint under this clause is not to be taken as a determination that there has been a breach of the council's code of conduct.

5.25 Where the general manager resolves a code of conduct complaint under clause 5.24 to the general manager's satisfaction, the general manager must notify the complainant in writing of the steps taken to resolve the complaint within 21 days of receipt of the complaint and this shall finalise the consideration of the matter under these procedures.

5.26 The general manager must refer all code of conduct complaints about councillors, other than those referred to the Office under clause 5.20 or finalised under clause 5.23 or resolved under clause 5.24, to the complaints coordinator.

How are code of conduct complaints about the general manager to be dealt with?

5.27 The mayor must refer the following code of conduct complaints about the general manager to the Office:

- a) complaints alleging a breach of the pecuniary interest provisions contained in Part 4 of the code of conduct
- b) complaints alleging a breach of the provisions relating to the maintenance of the integrity of the code of conduct contained in Part 9 of the code of conduct
- c) complaints that are the subject of a special complaints management arrangement with the Office under clause 5.49.

5.28 Where the mayor refers a complaint to the Office under clause 5.27, the mayor must notify the complainant of the referral in writing.

5.29 The mayor may decide to take no action in relation to a code of conduct complaint about the general manager, other than one requiring referral to the Office under clause 5.27, where they consider that no action is warranted in relation to the complaint.

5.30 Where the mayor decides to take no action in relation to a code of conduct complaint about the general manager, the mayor must give the complainant reasons in writing for their decision within 21 days of receipt of the complaint and this shall finalise the consideration of the matter under these procedures.

5.31 Where the mayor considers it to be practicable and appropriate to do so, the mayor may seek to resolve code of conduct complaints about the general manager, other than those requiring referral to the Office under clause 5.27, by alternative means such as, but not limited to, explanation, counselling, training, mediation, informal discussion, negotiation, a voluntary apology or an undertaking not to repeat the offending behaviour. The resolution of a code of conduct complaint under this clause is not to be taken as a determination that there has been a breach of the council's code of conduct.

5.32 Where the mayor resolves a code of conduct complaint under clause 5.31 to the mayor's satisfaction, the mayor must notify the complainant in writing of the steps taken to resolve the complaint within 21 days of receipt of the complaint and this shall finalise the consideration of the matter under these procedures.

5.33 The mayor must refer all code of conduct complaints about the general manager, other than those referred to the Office under clause 5.27 or finalised under clause 5.30 or resolved under clause 5.31, to the complaints coordinator.

How are complaints about both the general manager and the mayor to be dealt with?

5.34 Where the general manager or mayor receives a code of conduct complaint that alleges a breach of the code of conduct by both the general manager and the mayor, the general manager or mayor must either:

- a) delegate their functions under this part with respect to the complaint to a member of staff of the council other than the general manager where the allegation is not serious, or to a person external to the council, or
- b) refer the matter to the complaints coordinator under clause 5.26 and clause 5.33.

Referral of code of conduct complaints to external agencies

5.35 The general manager, mayor or a conduct reviewer may, at any time, refer a code of conduct complaint to an external agency for its consideration, where they consider such a referral is warranted.

5.36 The general manager, mayor or a conduct reviewer must report to the ICAC any matter that they suspect on reasonable grounds concerns or may concern corrupt conduct.

5.37 Where the general manager, mayor or conduct reviewer refers a complaint to an external agency under clause 5.35, they must notify the complainant of the referral in writing unless they form the view, on the advice of the relevant agency, that it would not be appropriate for them to do so.

5.38 Referral of a matter to an external agency shall finalise consideration of the matter under these procedures unless the council is subsequently advised otherwise by the referral agency.

Disclosure of the identity of complainants

5.39 In dealing with matters under these procedures, information that identifies or tends to identify complainants is not to be disclosed unless:

- a) the complainant consents in writing to the disclosure, or
- b) it is generally known that the complainant has made the complaint as a result of the complainant having voluntarily identified themselves as the person who made the complaint, or

- c) it is essential, having regard to procedural fairness requirements, that the identifying information be disclosed, or
- d) a conduct reviewer is of the opinion that disclosure of the information is necessary to investigate the matter effectively, or
- e) it is otherwise in the public interest to do so.

5.40 Clause 5.39 does not apply to code of conduct complaints made by councillors about other councillors or the general manager.

5.41 Where a councillor makes a code of conduct complaint about another councillor or the general manager, and the complainant councillor considers that compelling grounds exist that would warrant information that identifies or tends to identify them as the complainant not to be disclosed, they may request in writing that such information not be disclosed.

5.42 A request made by a complainant councillor under clause 5.41 must be made at the time they make a code of conduct complaint and must state the grounds upon which the request is made.

5.43 The general manager or mayor, and where the matter is referred to a conduct reviewer, the conduct reviewer, must consider a request made under clause 5.41 before disclosing information that identifies or tends to identify the complainant councillor, but they are not obliged to comply with the request.

5.44 Where a complainant councillor makes a request under clause 5.41, the general manager or mayor or, where the matter is referred to a conduct reviewer, the conduct reviewer, shall notify the councillor in writing of their intention to disclose information that identifies or tends to identify them prior to disclosing the information.

Code of conduct complaints made as public interest disclosures

5.45 These procedures do not override the provisions of the *Public Interest Disclosures Act 1994*. Code of conduct complaints that are made as public interest disclosures under that Act are to be managed in accordance with the requirements of that Act, the council's internal reporting policy, and any guidelines issued by the NSW Ombudsman that relate to the management of public interest disclosures.

5.46 Where a councillor makes a code of conduct complaint about another councillor or the general manager as a public interest disclosure, before the matter may be dealt with under these procedures, the complainant councillor must consent in writing to the disclosure of their identity as the complainant.

5.47 Where a complainant councillor declines to consent to the disclosure of their identity as the complainant under clause 5.46, the general manager or the mayor must refer the complaint to the Office for consideration. Such a referral must be made under section 26 of the *Public Interest Disclosures Act 1994*.

Special complaints management arrangements

- 5.48 The general manager may request in writing that the Office enter into a special complaints management arrangement with the council in relation to code of conduct complaints made by or about a person or persons.
- 5.49 Where the Office receives a request under clause 5.48, it may agree to enter into a special complaints management arrangement if it is satisfied that the number or nature of code of conduct complaints made by or about a person or persons has:
- a) imposed an undue and disproportionate cost burden on the council's administration of its code of conduct, or
 - b) impeded or disrupted the effective administration by the council of its code of conduct, or
 - c) impeded or disrupted the effective functioning of the council.
- 5.50 A special complaints management arrangement must be in writing and must specify the following:
- a) the code of conduct complaints the arrangement relates to, and
 - b) the period that the arrangement will be in force.
- 5.51 The Office may, by notice in writing, amend or terminate a special complaints management arrangement at any time.
- 5.52 While a special complaints management arrangement is in force, an officer of the Office (the assessing OLG officer) must undertake the preliminary assessment of the code of conduct complaints specified in the arrangement in accordance with the requirements of Part 6 of these procedures.
- 5.53 Where, following a preliminary assessment, the assessing OLG officer determines that a code of conduct complaint warrants investigation by a conduct reviewer, the assessing OLG officer shall notify the complaints coordinator in writing of their determination and the reasons for their determination. The complaints coordinator must comply with the recommendation of the assessing OLG officer.
- 5.54 Prior to the expiry of a special complaints management arrangement, the Office may, at the request of the general manager, review the arrangement to determine whether it should be renewed or amended.
- 5.55 A special complaints management arrangement shall expire on the date specified in the arrangement unless renewed under clause 5.54.

**PART 6 PRELIMINARY ASSESSMENT OF CODE OF CONDUCT
COMPLAINTS ABOUT COUNCILLORS OR THE GENERAL MANAGER BY
CONDUCT REVIEWERS**

Referral of code of conduct complaints about councillors or the general manager to
conduct reviewers

- 6.1 The complaints coordinator must refer all code of conduct complaints about councillors or the general manager that have not been referred to an external agency or declined or resolved by the general manager, mayor or their delegate and that have been referred to them under clauses 5.26 or 5.33, to a conduct reviewer within 21 days of receipt of the complaint by the general manager or the mayor.
- 6.2 For the purposes of clause 6.1, the complaints coordinator will refer a complaint to a conduct reviewer selected from:
- a) a panel of conduct reviewers established by the council, or
 - b) a panel of conduct reviewers established by an organisation approved by the Chief Executive of the Office.
- 6.3 In selecting a suitable conduct reviewer, the complaints coordinator may have regard to the qualifications and experience of members of the panel of conduct reviewers. Where the conduct reviewer is an incorporated or other entity, the complaints coordinator must also ensure that the person assigned to receive the referral on behalf of the entity meets the selection and eligibility criteria for conduct reviewers prescribed under Part 3 of these procedures.
- 6.4 A conduct reviewer must not accept the referral of a code of conduct complaint where:
- a) they have a conflict of interest in relation to the matter referred to them, or
 - b) a reasonable apprehension of bias arises in relation to their consideration of the matter, or
 - c) they or their employer has entered into one or more contracts with the council (other than contracts relating to the exercise of their functions as a conduct reviewer) in the 2 years preceding the referral, and they or their employer have received or expect to receive payments under the contract or contracts of a value that, when aggregated, exceeds \$100,000, or
 - d) at the time of the referral, they or their employer are the council's legal service provider or are a member of a panel of legal service providers appointed by the council.
- 6.5 For the purposes of clause 6.4(a), a conduct reviewer will have a conflict of interest in a matter where a reasonable and informed person would perceive that they could be influenced by a private interest when carrying out their public duty (see clause 5.2 of the Model Code of Conduct).
- 6.6 For the purposes of clause 6.4(b), a reasonable apprehension of bias arises where a fair-minded observer might reasonably apprehend that the conduct

reviewer might not bring an impartial and unprejudiced mind to the matter referred to the conduct reviewer.

- 6.7 Where the complaints coordinator refers a matter to a conduct reviewer, they will provide the conduct reviewer with a copy of the code of conduct complaint and any other information relevant to the matter held by the council, including any information about previous proven breaches and any information that would indicate that the alleged conduct forms part of an ongoing pattern of behaviour.
- 6.8 The complaints coordinator must notify the complainant in writing that the matter has been referred to a conduct reviewer, and advise which conduct reviewer the matter has been referred to.
- 6.9 Conduct reviewers must comply with these procedures in their consideration of matters that have been referred to them and exercise their functions in a diligent and timely manner.
- 6.10 The complaints coordinator may at any time terminate the referral of a matter to a conduct reviewer and refer the matter to another conduct reviewer where the complaints coordinator is satisfied that the conduct reviewer has failed to:
- a) comply with these procedures in their consideration of the matter, or
 - b) comply with a lawful and reasonable request by the complaints coordinator, or
 - c) exercise their functions in a timely or satisfactory manner.
- 6.11 Where the complaints coordinator terminates a referral to a conduct reviewer under clause 6.10, they must notify the complainant and any other affected person in writing of their decision and the reasons for it and advise them which conduct reviewer the matter has been referred to instead.

Preliminary assessment of code of conduct complaints about councillors or the general manager by a conduct reviewer

- 6.12 The conduct reviewer is to undertake a preliminary assessment of a complaint referred to them by the complaints coordinator for the purposes of determining how the complaint is to be managed.
- 6.13 The conduct reviewer may determine to do one or more of the following in relation to a complaint referred to them by the complaints coordinator:
- a) to take no action
 - b) to resolve the complaint by alternative and appropriate strategies such as, but not limited to, explanation, counselling, training, mediation, informal discussion, negotiation, a voluntary apology or an undertaking not to repeat the offending behaviour
 - c) to refer the matter back to the general manager or, in the case of a complaint about the general manager, the mayor, for resolution by alternative and appropriate strategies such as, but not limited to, explanation, counselling, training, mediation, informal discussion, negotiation, a voluntary apology or an undertaking not to repeat the offending behaviour

- d) to refer the matter to an external agency
 - e) to investigate the matter.
- 6.14 In determining how to deal with a matter under clause 6.13, the conduct reviewer must have regard to the complaint assessment criteria prescribed under clause 6.31.
- 6.15 The conduct reviewer may make such enquiries the conduct reviewer considers to be reasonably necessary to determine what options to exercise under clause 6.13.
- 6.16 The conduct reviewer may request the complaints coordinator to provide such additional information the conduct reviewer considers to be reasonably necessary to determine what options to exercise in relation to the matter under clause 6.13. The complaints coordinator will, as far as is reasonably practicable, supply any information requested by the conduct reviewer.
- 6.17 The conduct reviewer must refer to the Office any complaints referred to them that should have been referred to the Office under clauses 5.20 and 5.27.
- 6.18 The conduct reviewer must determine to take no action on a complaint that is not a code of conduct complaint for the purposes of these procedures.
- 6.19 The resolution of a code of conduct complaint under clause 6.13, paragraphs (b) or (c) is not to be taken as a determination that there has been a breach of the council's code of conduct.
- 6.20 Where the conduct reviewer completes their preliminary assessment of a complaint by determining to exercise an option under clause 6.13, paragraphs (a), (b) or (c), they must provide the complainant with written notice of their determination and provide reasons for it, and this will finalise consideration of the matter under these procedures.
- 6.21 Where the conduct reviewer refers a complaint to an external agency, they must notify the complainant of the referral in writing unless they form the view, on the advice of the relevant agency, that it would not be appropriate for them to do so.
- 6.22 The conduct reviewer may only determine to investigate a matter where they are satisfied as to the following:
- a) that the complaint is a code of conduct complaint for the purposes of these procedures, and
 - b) that the alleged conduct is sufficiently serious to warrant investigation, and
 - c) that the matter is one that could not or should not be resolved by alternative means.
- 6.23 In determining whether a matter is sufficiently serious to warrant investigation, the conduct reviewer is to consider the following:
- a) the harm or cost that the alleged conduct has caused to any affected individuals and/or the council

- b) the likely impact of the alleged conduct on the reputation of the council and public confidence in it
- c) whether the alleged conduct was deliberate or undertaken with reckless intent or negligence
- d) any previous proven breaches by the person whose alleged conduct is the subject of the complaint and/or whether the alleged conduct forms part of an ongoing pattern of behaviour.

6.24 The conduct reviewer must complete their preliminary assessment of the complaint within 28 days of referral of the matter to them by the complaints coordinator and notify the complaints coordinator in writing of the outcome of their assessment.

6.25 The conduct reviewer is not obliged to give prior notice to or to consult with any person before making a determination in relation to their preliminary assessment of a complaint, except as may be specifically required under these procedures.

Referral back to the general manager or mayor for resolution

6.26 Where the conduct reviewer determines to refer a matter back to the general manager or to the mayor to be resolved by alternative and appropriate means, they must write to the general manager or, in the case of a complaint about the general manager, to the mayor, recommending the means by which the complaint may be resolved.

6.27 The conduct reviewer must consult with the general manager or mayor prior to referring a matter back to them under clause 6.13(c).

6.28 The general manager or mayor may decline to accept the conduct reviewer's recommendation. In such cases, the conduct reviewer may determine to deal with the complaint by other means under clause 6.13.

6.29 Where the conduct reviewer refers a matter back to the general manager or mayor under clause 6.13(c), the general manager or, in the case of a complaint about the general manager, the mayor, is responsible for implementing or overseeing the implementation of the conduct reviewer's recommendation.

6.30 Where the conduct reviewer refers a matter back to the general manager or mayor under clause 6.13(c), the general manager, or, in the case of a complaint about the general manager, the mayor, must advise the complainant in writing of the steps taken to implement the conduct reviewer's recommendation once these steps have been completed.

Complaints assessment criteria

6.31 In undertaking the preliminary assessment of a complaint, the conduct reviewer must have regard to the following considerations:

- a) whether the complaint is a code of conduct complaint for the purpose of these procedures

- b) whether the complaint has been made in a timely manner in accordance with clause 4.4, and if not, whether the allegations are sufficiently serious for compelling grounds to exist for the matter to be dealt with under the council's code of conduct
- c) whether the complaint is trivial, frivolous, vexatious or not made in good faith
- d) whether the complaint discloses prima facie evidence of conduct that, if proven, would constitute a breach of the code of conduct
- e) whether the complaint raises issues that would be more appropriately dealt with by an external agency
- f) whether there is or was an alternative and satisfactory means of redress available in relation to the conduct complained of
- g) whether the complaint is one that can be resolved by alternative and appropriate strategies such as, but not limited to, explanation, counselling, training, informal discussion, negotiation, a voluntary apology or an undertaking not to repeat the offending behaviour
- h) whether the issue/s giving rise to the complaint have previously been addressed or resolved
- i) any previous proven breaches of the council's code of conduct
- j) whether the conduct complained of forms part of an ongoing pattern of behaviour
- k) whether there were mitigating circumstances giving rise to the conduct complained of
- l) the seriousness of the alleged conduct (having regard to the criteria specified in clause 6.23)
- m) the significance of the conduct or the impact of the conduct for the council
- n) how much time has passed since the alleged conduct occurred
- o) such other considerations that the conduct reviewer considers may be relevant to the assessment of the complaint.

PART 7 INVESTIGATIONS OF CODE OF CONDUCT COMPLAINTS ABOUT COUNCILLORS OR THE GENERAL MANAGER

What matters may a conduct reviewer investigate?

- 7.1 A conduct reviewer (hereafter referred to as an "investigator") may investigate a code of conduct complaint that has been referred to them by the complaints coordinator and any matters related to or arising from that complaint.
- 7.2 Where an investigator identifies further separate possible breaches of the code of conduct that are not related to or arise from the code of conduct complaint that has been referred to them, they are to report the matters separately in writing to the general manager, or, in the case of alleged conduct on the part of the general manager, to the mayor.
- 7.3 The general manager or the mayor or their delegate is to deal with a matter reported to them by an investigator under clause 7.2 as if it were a new code of conduct complaint in accordance with these procedures.

How are investigations to be commenced?

- 7.4 The investigator must at the outset of their investigation provide a written notice of investigation to the respondent. The notice of investigation must:
- a) disclose the substance of the allegations against the respondent, and
 - b) advise of the relevant provisions of the code of conduct that apply to the alleged conduct, and
 - c) advise of the process to be followed in investigating the matter, and
 - d) advise the respondent of the requirement to maintain confidentiality, and
 - e) invite the respondent to make a written submission in relation to the matter within at least 14 days or such other period specified by the investigator in the notice, and
 - f) provide the respondent the opportunity to address the investigator on the matter within such reasonable time specified in the notice.
- 7.5 The respondent may, within 7 days of receipt of the notice of investigation, request in writing that the investigator provide them with such further information they consider necessary to assist them to identify the substance of the allegation against them. An investigator will only be obliged to provide such information that the investigator considers reasonably necessary for the respondent to identify the substance of the allegation against them.
- 7.6 An investigator may at any time prior to issuing a draft report, issue an amended notice of investigation to the respondent in relation to the matter referred to them.
- 7.7 Where an investigator issues an amended notice of investigation, they must provide the respondent with a further opportunity to make a written submission in response to the amended notice of investigation within at least 14 days or such other period specified by the investigator in the amended notice.
- 7.8 The investigator must also, at the outset of their investigation, provide written notice of the investigation to the complainant, the complaints coordinator and the general manager, or in the case of a complaint about the general manager, to the complainant, the complaints coordinator and the mayor. The notice must:
- a) advise them of the matter the investigator is investigating, and
 - b) in the case of the notice to the complainant, advise them of the requirement to maintain confidentiality, and
 - c) invite the complainant to make a written submission in relation to the matter within at least 14 days or such other period specified by the investigator in the notice.

Written and oral submissions

- 7.9 Where the respondent or the complainant fails to make a written submission in relation to the matter within the period specified by the investigator in their notice of investigation or amended notice of investigation, the investigator may proceed to prepare their draft report without receiving such submissions.

- 7.10 The investigator may accept written submissions received outside the period specified in the notice of investigation or amended notice of investigation.
- 7.11 Prior to preparing a draft report, the investigator must give the respondent an opportunity to address the investigator on the matter being investigated. The respondent may do so in person or by telephone or other electronic means.
- 7.12 Where the respondent fails to accept the opportunity to address the investigator within the period specified by the investigator in the notice of investigation, the investigator may proceed to prepare a draft report without hearing from the respondent.
- 7.13 Where the respondent accepts the opportunity to address the investigator in person, they may have a support person or legal adviser in attendance. The support person or legal adviser will act in an advisory or support role to the respondent only. They must not speak on behalf of the respondent or otherwise interfere with or disrupt proceedings.
- 7.14 The investigator must consider all written and oral submissions made to them in relation to the matter.

How are investigations to be conducted?

- 7.15 Investigations are to be undertaken without undue delay.
- 7.16 Investigations are to be undertaken in the absence of the public and in confidence.
- 7.17 Investigators must make any such enquiries that may be reasonably necessary to establish the facts of the matter.
- 7.18 Investigators may seek such advice or expert guidance that may be reasonably necessary to assist them with their investigation or the conduct of their investigation.
- 7.19 An investigator may request that the complaints coordinator provide such further information that the investigator considers may be reasonably necessary for them to establish the facts of the matter. The complaints coordinator will, as far as is reasonably practicable, provide the information requested by the investigator.

Referral or resolution of a matter after the commencement of an investigation

- 7.20 At any time after an investigator has issued a notice of investigation and before they have issued a draft report, an investigator may determine to:
- a) resolve the matter by alternative and appropriate strategies such as, but not limited to, explanation, counselling, training, mediation, informal discussion, negotiation, a voluntary apology or an undertaking not to repeat the offending behaviour, or
 - b) refer the matter to the general manager, or, in the case of a complaint about the general manager, to the mayor, for resolution by alternative

and appropriate strategies such as, but not limited to, explanation, counselling, training, mediation, informal discussion, negotiation, a voluntary apology or an undertaking not to repeat the offending behaviour, or

c) refer the matter to an external agency.

7.21 Where an investigator determines to exercise any of the options under clause 7.20 after the commencement of an investigation, they must do so in accordance with the requirements of Part 6 of these procedures relating to the exercise of these options at the preliminary assessment stage.

7.22 The resolution of a code of conduct complaint under clause 7.20, paragraphs (a) or (b) is not to be taken as a determination that there has been a breach of the council's code of conduct.

7.23 Where an investigator determines to exercise any of the options under clause 7.20 after the commencement of an investigation, they may by written notice to the respondent, the complainant, the complaints coordinator and the general manager, or in the case of a complaint about the general manager, to the respondent, the complainant, the complaints coordinator and the mayor, discontinue their investigation of the matter.

7.24 Where the investigator discontinues their investigation of a matter under clause 7.23, this shall finalise the consideration of the matter under these procedures.

7.25 An investigator is not obliged to give prior notice to or to consult with any person before making a determination to exercise any of the options under clause 7.20 or to discontinue their investigation except as may be specifically required under these procedures.

Draft investigation reports

7.26 When an investigator has completed their enquiries and considered any written or oral submissions made to them in relation to a matter, they must prepare a draft of their proposed report.

7.27 The investigator must provide their draft report to the respondent and invite them to make a written submission in relation to it within at least 14 days or such other period specified by the investigator.

7.28 Where the investigator proposes to make adverse comment about any other person (an affected person) in their report, they must also provide the affected person with relevant extracts of their draft report containing such comment and invite the affected person to make a written submission in relation to it within at least 14 days or such other period specified by the investigator.

7.29 The investigator must consider written submissions received in relation to the draft report prior to finalising their report in relation to the matter.

- 7.30 The investigator may, after consideration of all written submissions received in relation to their draft report, make further enquiries into the matter. If, as a result of making further enquiries, the investigator makes any material change to their proposed report that makes new adverse comment about the respondent or an affected person, they must provide the respondent or affected person as the case may be with a further opportunity to make a written submission in relation to the new adverse comment.
- 7.31 Where the respondent or an affected person fails to make a written submission in relation to the draft report within the period specified by the investigator, the investigator may proceed to prepare and issue their final report without receiving such submissions.
- 7.32 The investigator may accept written submissions in relation to the draft report received outside the period specified by the investigator at any time prior to issuing their final report.

Final investigation reports

- 7.33 Where an investigator issues a notice of investigation they must prepare a final report in relation to the matter unless the investigation is discontinued under clause 7.23.
- 7.34 An investigator must not prepare a final report in relation to the matter at any time before they have finalised their consideration of the matter in accordance with the requirements of these procedures.
- 7.35 The investigator's final report must:
- a) make findings of fact in relation to the matter investigated, and,
 - b) make a determination that the conduct investigated either,
 - i. constitutes a breach of the code of conduct, or
 - ii. does not constitute a breach of the code of conduct, and
 - c) provide reasons for the determination.
- 7.36 Where the investigator determines that the conduct investigated constitutes a breach of the code of conduct, the investigator may make one or more of the following recommendations:
- a) that the council revise any of its policies, practices or procedures
 - b) that the respondent undertake any training or other education relevant to the conduct giving rise to the breach
 - c) that the respondent be counselled for their conduct
 - d) that the respondent be removed from membership of a committee of the council or any other body or organisation that the respondent serves on as the council's representative
 - e) that the respondent gives an undertaking not to repeat the offending behaviour in such time and form specified by the recommendation
 - f) that the respondent apologise to any person or organisation affected by the breach in such a time and form specified by the recommendation

- g) that findings of inappropriate conduct be made public by publishing the investigator's findings and determination in the minutes of the council meeting at which the matter is considered
- h) in the case of a breach by the general manager, that action be taken under the general manager's contract
- i) in the case of a breach by a councillor, that the councillor be formally censured for the breach under section 440G of the LGA
- j) in the case of a breach by a councillor, that the council resolves as follows:
 - i. that the councillor be formally censured for the breach under section 440G of the LGA, and
 - ii. that the matter be referred to the Office for further action under the misconduct provisions of the LGA.

7.37 Where the investigator determines that the conduct investigated does not constitute a breach of the code of conduct, the investigator may make one or more of the following recommendations:

- a) that the council revise any of its policies, practices or procedures
- b) that a person or persons undertake any training or other education.

7.38 In making a recommendation under clause 7.36, the investigator may have regard to the following:

- a) the seriousness of the breach
- b) whether the breach can be easily remedied or rectified
- c) whether the respondent has remedied or rectified their conduct
- d) whether the respondent has expressed contrition
- e) whether there were any mitigating circumstances
- f) the age, physical or mental health or special infirmity of the respondent
- g) whether the breach is technical or trivial only
- h) any previous proven breaches
- i) whether the breach forms part of an ongoing pattern of behaviour
- j) the degree of reckless intention or negligence of the respondent
- k) the extent to which the breach has affected other parties or the council as a whole
- l) the harm or potential harm to the reputation of the council or local government in general arising from the conduct
- m) whether the findings and recommendations can be justified in terms of the public interest and would withstand public scrutiny
- n) whether an educative approach would be more appropriate than a punitive one
- o) the relative costs and benefits of taking formal disciplinary action as opposed to taking no action or taking informal action
- p) what action or remedy would be in the public interest.

7.39 Where the investigator proposes to make a recommendation under clause 7.36(j), the investigator must first consult with the Office on their proposed findings, determination and recommendation prior to finalising their report, and must take any comments by the Office into consideration when finalising their report.

- 7.40 At a minimum, the investigator's final report must contain the following information:
- a) a description of the allegations against the respondent
 - b) the relevant provisions of the code of conduct that apply to the alleged conduct investigated
 - c) a statement of reasons as to why the matter warranted investigation (having regard to the criteria specified in clause 6.23)
 - d) a statement of reasons as to why the matter was one that could not or should not be resolved by alternative means
 - e) a description of any attempts made to resolve the matter by use of alternative means
 - f) the steps taken to investigate the matter
 - g) the facts of the matter
 - h) the investigator's findings in relation to the facts of the matter and the reasons for those findings
 - i) the investigator's determination and the reasons for that determination
 - j) any recommendations.
- 7.41 The investigator must provide a copy of their report to the complaints coordinator and the respondent.
- 7.42 At the time the investigator provides a copy of their report to the complaints coordinator and the respondent, the investigator must provide the complainant with a written statement containing the following information:
- a) the investigator's findings in relation to the facts of the matter and the reasons for those findings
 - b) the investigator's determination and the reasons for that determination
 - c) any recommendations, and
 - d) such other additional information that the investigator considers may be relevant.
- 7.43 Where the investigator has determined that there has not been a breach of the code of conduct, the complaints coordinator must provide a copy of the investigator's report to the general manager or, where the report relates to the general manager's conduct, to the mayor, and this will finalise consideration of the matter under these procedures.
- 7.44 Where the investigator has determined that there has been a breach of the code of conduct and makes a recommendation or recommendations under clause 7.36, paragraph (a) only, the complaints coordinator must provide a copy of the investigator's report to the general manager. Where the general manager agrees with the recommendation/s, the general manager is responsible for implementing the recommendation/s.
- 7.45 Where the investigator has determined that there has been a breach of the code of conduct and makes a recommendation or recommendations under clause 7.36, paragraphs (b) or (c) only, the complaints coordinator must provide a copy of the investigator's report to the general manager or, where the report relates to the general manager's conduct, to the mayor. The general manager is responsible for arranging the implementation of the recommendation/s where the

report relates to a councillor's conduct. The mayor is responsible for arranging the implementation of the recommendation/s where the report relates to the general manager's conduct.

- 7.46 Where the investigator has determined that there has been a breach of the code of conduct and makes a recommendation or recommendations under clause 7.36, paragraphs (d) to (j) (whether or not in conjunction with recommendations made under clause 7.36, paragraphs (a) to (c)), the complaints coordinator must, where practicable, arrange for the investigator's report to be reported to the next ordinary council meeting for the council's consideration, unless the meeting is to be held within the 4 weeks prior to an ordinary local government election, in which case the report must be reported to the first ordinary council meeting following the election.

Consideration of the final investigation report by council

- 7.47 The role of the council in relation to a final investigation report is to impose a sanction if the investigator has determined that there has been a breach of the code of conduct and has made a recommendation in their final report under clause 7.36, paragraphs (d) to (j) (whether or not in conjunction with recommendations made under clause 7.36, paragraphs (a) to (c)).
- 7.48 The council is to close its meeting to the public to consider the final investigation report in cases where it is permitted to do so under section 10A of the LGA.
- 7.49 Where the complainant is a councillor, they must absent themselves from the meeting and take no part in any discussion or voting on the matter. The complainant councillor may absent themselves without making any disclosure of interest in relation to the matter unless otherwise required to do so under the code of conduct.
- 7.50 Prior to imposing a sanction, the council must provide the respondent with an opportunity to make a submission to the council. A submission may be made orally or in writing. The respondent is to confine their submission to addressing the investigator's recommendation/s.
- 7.51 Once the respondent has made their submission they must absent themselves from the meeting and, where they are a councillor, take no part in any discussion or voting on the matter.
- 7.52 The council must not invite submissions from other persons for the purpose of seeking to rehear evidence previously considered by the investigator.
- 7.53 Prior to imposing a sanction, the council may by resolution:
- a) request that the investigator make additional enquiries and/or provide additional information to it in a supplementary report, or
 - b) seek an opinion from the Office in relation to the report.

- 7.54 The council may, by resolution, defer further consideration of the matter pending the receipt of a supplementary report from the investigator or an opinion from the Office.
- 7.55 The investigator may make additional enquiries for the purpose of preparing a supplementary report.
- 7.56 Where the investigator prepares a supplementary report, they must provide copies to the complaints coordinator who shall provide a copy each to the council and the respondent.
- 7.57 The investigator is not obliged to notify or consult with any person prior to submitting the supplementary report to the complaints coordinator.
- 7.58 The council is only required to provide the respondent a further opportunity to make an oral or written submission on a supplementary report if the supplementary report contains new information that is adverse to them.
- 7.59 A council may by resolution impose one or more of the following sanctions on a respondent:
- a) that the respondent undertake any training or other education relevant to the conduct giving rise to the breach
 - b) that the respondent be counselled for their conduct
 - c) that the respondent be removed from membership of a committee of the council or any other body or organisation that the respondent serves on as the council's representative
 - d) that the respondent gives an undertaking not to repeat the offending behaviour in such time and form specified by the resolution
 - e) that the respondent apologise to any person or organisation affected by the breach in such a time and form specified by the resolution
 - f) that findings of inappropriate conduct be made public by publishing the investigator's findings and determination in the minutes of the meeting
 - g) in the case of a breach by the general manager, that action be taken under the general manager's contract for the breach
 - h) in the case of a breach by a councillor, that the councillor be formally censured for the breach under section 440G of the LGA
 - i) in the case of a breach by a councillor:
 - i. that the councillor be formally censured for the breach under section 440G of the LGA, and
 - ii. that the matter be referred to the Office for further action under the misconduct provisions of the LGA.
- 7.60 The council is not obliged to adopt the investigator's recommendation/s. Where the council proposes not to adopt one or more of the investigator's recommendation/s, the council must resolve not to adopt the recommendation/s and state in its resolution the reasons for its decision.
- 7.61 Where the council proposes to impose a sanction on the respondent under clause 7.59 that is different to the sanction recommended by the investigator in

their final report, the council must state in its resolution the reasons for its decision.

- 7.62 Where the council resolves not to adopt the investigator's recommendation/s or imposes a sanction on the respondent under clause 7.59 that is different to the sanction recommended by the investigator, the complaints coordinator must notify the Office of the council's decision and the reasons for it.

PART 8 OVERSIGHT AND RIGHTS OF REVIEWThe Office's powers of review

- 8.1 The Office may, at any time, whether or not in response to a request, review the consideration of a matter under a council's code of conduct where it is concerned that a person has failed to comply with a requirement prescribed under these procedures or has misinterpreted or misapplied the standards of conduct prescribed under the code of conduct in their consideration of a matter.
- 8.2 The Office may direct any person, including the council, to defer taking further action in relation to a matter under consideration under the council's code of conduct pending the completion of its review. Any person the subject of a direction must comply with the direction.
- 8.3 Where the Office undertakes a review of a matter under clause 8.1, it will notify the complaints coordinator and any other affected persons, of the outcome of the review.

Complaints about conduct reviewers

- 8.4 The general manager or their delegate must refer code of conduct complaints about conduct reviewers to the Office for its consideration.
- 8.5 The general manager must notify the complainant of the referral of their complaint about the conduct reviewer in writing.
- 8.6 The general manager must implement any recommendation made by the Office as a result of its consideration of a complaint about a conduct reviewer.

Practice rulings

- 8.7 Where a respondent and an investigator are in dispute over a requirement under these procedures, either person may make a request in writing to the Office to make a ruling on a question of procedure (a practice ruling).
- 8.8 Where the Office receives a request in writing for a practice ruling, the Office may provide notice in writing of its ruling and the reasons for it to the person who requested it and to the investigator, where that person is different.
- 8.9 Where the Office makes a practice ruling, all parties must comply with it.
- 8.10 The Office may decline to make a practice ruling. Where the Office declines to make a practice ruling, it will provide notice in writing of its decision and the reasons for it to the person who requested it and to the investigator, where that person is different.

Review of decisions to impose sanctions

- 8.11 A person who is the subject of a sanction imposed under Part 7 of these procedures other than one imposed under clause 7.59, paragraph (i), may, within 28 days of the sanction being imposed, seek a review of the investigator's determination and recommendation by the Office.
- 8.12 A review under clause 8.11 may be sought on the following grounds:
- a) that the investigator has failed to comply with a requirement under these procedures, or
 - b) that the investigator has misinterpreted or misapplied the standards of conduct prescribed under the code of conduct, or
 - c) that in imposing its sanction, the council has failed to comply with a requirement under these procedures.
- 8.13 A request for a review made under clause 8.11 must be made in writing and must specify the grounds upon which the person believes the investigator or the council has erred.
- 8.14 The Office may decline to conduct a review, in cases where the grounds upon which the review is sought are not sufficiently specified.
- 8.15 The Office may undertake a review of a matter without receiving a request under clause 8.11.
- 8.16 The Office will undertake a review of the matter on the papers. However, the Office may request that the complaints coordinator provide such further information that the Office considers reasonably necessary for it to review the matter. The complaints coordinator must, as far as is reasonably practicable, provide the information requested by the Office.
- 8.17 Where a person requests a review under clause 8.11, the Office may direct the council to defer any action to implement a sanction. The council must comply with a direction to defer action by the Office.
- 8.18 The Office must notify the person who requested the review and the complaints coordinator of the outcome of the Office's review in writing and the reasons for its decision. In doing so, the Office may comment on any other matters the Office considers to be relevant.
- 8.19 Where the Office considers that the investigator or the council has erred, the Office may recommend that a decision to impose a sanction under these procedures be reviewed.
- 8.20 In the case of a sanction implemented by the general manager or mayor under clause 7.45, where the Office recommends that the decision to impose a sanction be reviewed:
- a) the complaints coordinator must provide a copy of the Office's determination in relation to the matter to the general manager or the mayor, and

- b) the general manager or mayor must review any action taken by them to implement the sanction, and
- c) the general manager or mayor must consider the Office's recommendation in doing so.

8.21 In the case of a sanction imposed by the council by resolution under clause 7.59, where the Office recommends that the decision to impose a sanction be reviewed:

- a) the complaints coordinator must, where practicable, arrange for the Office's determination to be tabled at the next ordinary council meeting unless the meeting is to be held within the 4 weeks prior to an ordinary local government election, in which case it must be tabled at the first ordinary council meeting following the election, and
- b) the council must:
 - i. review its decision to impose the sanction, and
 - ii. consider the Office's recommendation in doing so, and
 - iii. resolve to either rescind or reaffirm its previous resolution in relation to the matter.

8.22 Where, having reviewed its previous decision in relation to a matter under clause 8.21, the council resolves to reaffirm its previous decision, the council must state in its resolution its reasons for doing so.

PART 9 PROCEDURAL IRREGULARITIES

- 9.1 A failure to comply with these procedures does not, on its own, constitute a breach of the code of conduct, except as may be otherwise specifically provided under the code of conduct.
- 9.2 A failure to comply with these procedures will not render a decision made in relation to a matter invalid where:
- a) the non-compliance is isolated and/or minor in nature, or
 - b) reasonable steps are taken to correct the non-compliance, or
 - c) reasonable steps are taken to address the consequences of the non-compliance.

PART 10 PRACTICE DIRECTIONS

- 10.1 The Office may at any time issue a practice direction in relation to the application of these procedures.
- 10.2 The Office will issue practice directions in writing, by circular to all councils.
- 10.3 All persons performing a function prescribed under these procedures must consider the Office's practice directions when performing the function.

**PART 11 REPORTING STATISTICS ON CODE OF CONDUCT COMPLAINTS
ABOUT COUNCILLORS AND THE GENERAL MANAGER**

11.1 The complaints coordinator must arrange for the following statistics to be reported to the council within 3 months of the end of September of each year:

- a) the total number of code of conduct complaints made about councillors and the general manager under the code of conduct in the year to September (the reporting period)
- b) the number of code of conduct complaints referred to a conduct reviewer during the reporting period
- c) the number of code of conduct complaints finalised by a conduct reviewer at the preliminary assessment stage during the reporting period and the outcome of those complaints
- d) the number of code of conduct complaints investigated by a conduct reviewer during the reporting period
- e) without identifying particular matters, the outcome of investigations completed under these procedures during the reporting period
- f) the number of matters reviewed by the Office during the reporting period and, without identifying particular matters, the outcome of the reviews, and
- g) the total cost of dealing with code of conduct complaints made about councillors and the general manager during the reporting period, including staff costs.

11.2 The council is to provide the Office with a report containing the statistics referred to in clause 11.1 within 3 months of the end of September of each year.

PART 12 CONFIDENTIALITY

- 12.1 Information about code of conduct complaints and the management and investigation of code of conduct complaints is to be treated as confidential and is not to be publicly disclosed except as may be otherwise specifically required or permitted under these procedures.
- 12.2 Where a complainant publicly discloses information on one or more occasions about a code of conduct complaint they have made or purported to make, the general manager or their delegate may, with the consent of the Office, determine that the complainant is to receive no further information about their complaint and any future code of conduct complaint they make or purport to make.
- 12.3 Prior to seeking the Office's consent under clause 12.2, the general manager or their delegate must give the complainant written notice of their intention to seek the Office's consent, invite them to make a written submission within at least 14 days or such other period specified by the general manager or their delegate, and consider any submission made by them.
- 12.4 In giving its consent under clause 12.2, the Office must consider any submission made by the complainant to the general manager or their delegate.
- 12.5 The general manager or their delegate must give written notice of a determination made under clause 12.2 to:
- a) the complainant
 - b) the complaints coordinator
 - c) the Office, and
 - d) any other person the general manager or their delegate considers should be notified of the determination.
- 12.6 Any requirement under these procedures that a complainant is to be provided with information about a code of conduct complaint that they have made or purported to make, will not apply to a complainant the subject of a determination made by the general manager or their delegate under clause 12.2.
- 12.7 Clause 12.6 does not override any entitlement a person may have to access to council information under the *Government Information (Public Access) Act 2009* or to receive information under the *Public Interest Disclosures Act 1994* in relation to a complaint they have made.

PART 13 VERSION CONTROL

Version #	Date	Details	Council Meeting Date
DRAFT	February 2019	Draft Procedure for the Administration of the Model Code of Conduct for Local Councils in NSW	
DRAFT	5 March 2019	Draft Code of Conduct presented to Council for adoption	

CS3 RESTABLISHING PRIMARY SCHOOL VISITS

AUTHOR: Melinda Aitkenhead, Director Corporate & Financial Services

APPROVER: Henry T Wong, Chief Executive Officer

RECOMMENDATION

That the report be received and noted.

PURPOSE OF REPORT

To provide Council with an update of the re-establishment of the Primary School Visits program.

REPORT

At the Council Meeting held on 2 October 2019, Council considered 'Mayoral Minute 11.1 Re-establishing the Primary School Visit' program and resolved:

'Mayoral Minute No.29/18 Re-establishing the Primary School Visit

1/18

RESOLVED: (Vaccari)

1. *That Council re-establish primary school visits to the Council Chambers.*
2. *That a mayoral letter be sent to all primary school principals in the Strathfield Local Government Area to inform them that the initiative has now been re-established.*
3. *That these visits will include time with the Mayor, Deputy Mayor, or available Councillor.'*

Council wote to local primary schools on 10 October 2019 inviting groups from the local schools to arrange a visit to meet members of the Council and hear first hand how democracy works under the Westminster system. To date Council has not received any response or bookings from local schools.

FINANCIAL IMPLICATIONS

There are no financial implications.

ATTACHMENTS

There are no attachments for this report.

CS4 CURRENT STATUS OF COUNCIL RESOLUTIONS

AUTHOR: David McQuade, Senior Governance Officer

APPROVER: Melinda Aitkenhead, Director Corporate & Financial Services

RECOMMENDATION

That the report on the current status of Council resolutions be noted.

PURPOSE OF REPORT

To update the Council on the status of previous Council resolutions.

REPORT

Attached is a summary of the outstanding Council resolutions.

FINANCIAL IMPLICATIONS

There are no financial implications.

ATTACHMENTS

1. Council Resolutions

ATTACHMENT 1



Outstanding Council Resolution Actions

Printed: Thursday, 28 February 2019 5:24:12 PM

Meeting Date	Subject	Section
5/02/2019 15/19	Pocket Park Project	Motions Pursuant to Notice
RESOLVED: (Blackmore / Duggan)		
1. That Council prepare a report for the July 2019 Ordinary Council Meeting on the possibility of building a number of Pocket Parks in areas across the Strathfield Local Government Area. The report is to address suitable locations and possible timeframes and consider the following locations for possible additional greenspace: <ul style="list-style-type: none"> • Council's current land ownerships within or adjacent to areas zoned for high density • Locations where a road can be closed and converted with no impact to residents' driveway access 2. This report should include associated budget information for production of any new pocket parks.		
For the Motion: Councillors Blackmore, Duggan, Hall, Kokkolis, Pensabene and Vaccari		
Against the Motion: Councillor Doueihi		
The Mayor declared the Motion carried.		
In progress.		



Outstanding Council Resolution Actions

Printed: Thursday, 28 February 2019 5:24:12 PM

Meeting Date	Subject	Section
5/02/2019	Shergold and Weir Report on the Australian Construction Industry	Motions Pursuant to Notice
18/19	<p>RESOLVED: (Duggan / Kokkolis)</p> <ol style="list-style-type: none"> 1. That Council provide an analysis of Shergold and Weir's (2018) report: Building Confidence – Improving the effectiveness of compliance and enforcement systems for the building and construction industry across Australia (The Report). It is recommended that the Council analysis provide an urgent assessment in relation to the following: <ol style="list-style-type: none"> 1. Key findings of the report 2. Problems outlined in the report related to private certification, poor quality construction, use of non-compliant building materials, fire safety risks, weak oversight, regulatory issues and more 3. Details of the 24 recommendations made to improve the building and construction industry. Implications for future high-rise development in the Strathfield Local Government Area 4. Action Council can take to work to ensure that current and future residents are protected from the potential impact of poor-quality construction work. 2. That a report be presented to a Councillor Workshop at the earliest opportunity. <p>For the Motion: Councillors Blackmore, Doueihy, Duggan, Hall, Kokkolis, Pensabene and Vaccari</p> <p>Against the Motion: Nil</p> <p>Report being developed.</p>	



Outstanding Council Resolution Actions

Printed: Thursday, 28 February 2019 5:24:12 PM

Meeting Date	Subject	Section
5/02/2019 13/19	Code of Meeting Practice	Motions Pursuant to Notice
RESOLVED: (Blackmore / Kokkolis) That a report be prepared for the March 2019 Ordinary Council Meeting updating the Code of Meeting Practice to extend the permissible timeframe to rescind a Notice of Motion in relation to a development or rezoning matter from 12 noon the following day to 3 business days. For the Motion: Councillors Blackmore, Duggan, Kokkolis and Pensabene Against the Motion: Councillors Doueihy, Hall and Vaccari The Mayor declared the Motion carried.		
Report on Code of Meeting Practice being developed.		



Outstanding Council Resolution Actions

Printed: Thursday, 28 February 2019 5:24:12 PM

Meeting Date	Subject	Section
5/02/2019 14/19	Improving Our Community Space Audit	Motions Pursuant to Notice
<p>RESOLVED: (Blackmore / Pensabene)</p> <p>That Council conduct an audit on all community spaces and a report be presented to the April 2019 Ordinary Council Meeting including but not limited to:</p> <ul style="list-style-type: none"> • The current permissible usage of all community spaces • The current days permissible at each location • Any changes that can be made to existing Development Application's to satisfy demand from local community groups, local family birthdays/functions, local charities and any other local demand that Council staff advise <p>For the Motion: Councillors Blackmore, Duggan, Hall, Kokkolis, Pensabene and Vaccari</p> <p>Against the Motion: Councillor Doueihy</p> <p>The Mayor declared the Motion carried.</p>		
Report being developed.		



Outstanding Council Resolution Actions

Printed: Thursday, 28 February 2019 5:24:12 PM

Meeting Date	Subject	Section
5/02/2019	Amendment to Part A of Strathfield Consolidated DCP 2005 - Dwelling Houses and Ancillary Structures	Infrastructure and Development Reports
25/19		
RESOLVED: (Vaccari / Kokkolis)		
1. That the amendment prepared (Attachment 1) to Part A – Dwelling Houses and Ancillary Structures of Strathfield Consolidated Development Control Plan as outlined in the body of the report and detailed in Attachment 1, be placed on public exhibition in accordance with the requirements of the Environmental Planning & Assessment Act 1970 and EPA Regulations 2000.		
2. That a further report on the submissions be presented to Council at the conclusion of the exhibition period.		
For the Motion:	Councillors Blackmore, Doueihi, Duggan, Hall, Kokkolis, Pensabene and Vaccari	
Against the Motion:	Nil	
On exhibition until 22 March 2019.		



Outstanding Council Resolution Actions

Printed: Thursday, 28 February 2019 5:24:12 PM

Meeting Date	Subject	Section
5/02/2019 26/19	Powells Creek Bike and Walking Track	Infrastructure and Development Reports
RESOLVED: (Blackmore / Pensabene)		
1. That Council receive the Strathfield Cycleway Concept Plan. 2. That Councillors navigate the proposed route at an organised field trip. 3. That the proposed plan is referred to the Strathfield Council Traffic Committee for input and advice, prior to implementation.		
For the Motion: Councillors Blackmore, Doueihi, Duggan, Hall, Kokkolis, Pensabene and Vaccari		
Against the Motion: Nil		
Field trip in process of being organised.		



Outstanding Council Resolution Actions

Printed: Thursday, 28 February 2019 5:24:12 PM

Meeting Date	Subject	Section
5/02/2019 19/19	Community Shelters	Motions Pursuant to Notice
RESOLVED: (Duggan / Pensabene) That Council provide a report to the April 2019 Council meeting that details: <ol style="list-style-type: none"> 1. Outcome of consultation with Hills Shire Council on the Sanctuary-Hills Women's Shelter (Mayoral Minute No. 25/18) 2. Provide an update on the recommendations from the Strathfield Women's Shelter Working Group (214/18) 3. Further additional details on the 'tri-partite' funding method being used by councils and Women's Community Shelters to fund shelters and the feasibility of using a similar model in the Strathfield Local Government Area 4. Council receive a (separate) confidential report on existing women's shelter services in the Strathfield Local Government Area For the Motion: Councillors Blackmore, Doueihi, Duggan, Hall, Kokkolis, Pensabene and Vaccari Against the Motion: Nil		
Report being developed.		



Outstanding Council Resolution Actions

Printed: Thursday, 28 February 2019 5:24:12 PM

Meeting Date	Subject	Section
5/02/2019 20/19	Transition of Hudson Park Golfers	Motions Pursuant to Notice
RESOLVED: (Hall / Pensabene)		
1. That following the closure of the Hudson Park Golf Course for the development of a new district park, Council offers 12 non-transferable promotional vouchers with 12-month validity to Strathfield residents who have been frequent golfers at Hudson Park, to redeem for reduced golf course greens fee to play on nearby Strathfield Golf Course		
2. That Council work with Strathfield Golf Club to implement a partnership system of contra discount to assist and support the transitioning of Hudson Park golfers		
For the Motion:	Councillors Blackmore, Doueihi, Duggan, Hall, Kokkolis, Pensabene and Vaccari	
Against the Motion:	Nil	
Matter being progressed. Council is currently in discussions with Strathfield Golf Club.		



Outstanding Council Resolution Actions

Printed: Thursday, 28 February 2019 5:24:12 PM

Meeting Date	Subject	Section
4/12/2018	Reclassification of No. 1 Loftus Crescent, Homebush	Infrastructure and Development Reports
281/18		
RESOLVED: (Blackmore / Kokkolis)		
<div>1. That Council resolve to prepare a Planning Proposal to amend the provisions of Strathfield LEP 2012 to reclassify Council owned land at No 1 Loftus Crescent, Strathfield from community to operational land to provide additional affordable housing and that once the Planning Proposal is prepared it be forwarded to the delegate of the Greater Sydney Commission for a Gateway Determination under Section 3.34 of the Environmental Planning and Assessment Act 1979.</div> <div>2. That a Public Hearing is held into the reclassification of No 1 Loftus Crescent, Homebush from community to operational as required under Section 29 of the Local Government Act 1993.</div> <div>3. That in the event of the proposed redevelopment for transitional housing, affordable housing, not proceed, the Classification of land at 1 Loftus Crescent shall automatically revert to Community Land.</div> <div>4. That following the exhibition and the public hearing, a report be presented back to Council.</div> <div>5. That any future proposals consider the dedication of a pocket park to Strathfield Council.</div>		
For the Motion:	Councillors Blackmore, Kokkolis and Vaccari	
Against the Motion:	Councillors Duggan and Pensabene	
The Mayor declared the Further Foreshadowed Motion Carried.		
Planning Proposal submitted on 19/02/19 for Gateway Determination.		



Outstanding Council Resolution Actions

Printed: Thursday, 28 February 2019 5:24:12 PM

Meeting Date	Subject	Section
4/12/2018	The State Environmental Planning Policy (Exempt and Complying Development Codes) 2008 Part 3B Low Rise Medium Density Housing Code	Motions Pursuant to Notice
276/18		
RESOLVED: (Duggan / Pensabene)		
That Council develop a briefing paper for the July Ordinary Council Meeting on the implementation plan for the Low-Rise Medium Density Code. Information may include:		
<ul style="list-style-type: none">• The impact on 1 July 2019 when the deferral granted to 50 Councils expires• How the Code will be considered during the review of the Strathfield Local Environment Plan• Details of the community engagement/consultation plan		
For the Motion:	Councillors Blackmore, Duggan, Kokkolis, Pensabene and Vaccari	
Against the Motion:	Nil	
Report for July 2019 being developed.		



Outstanding Council Resolution Actions

Printed: Thursday, 28 February 2019 5:24:12 PM

Meeting Date	Subject	Section
4/12/2018 275/18	Electric Vehicles	Motions Pursuant to Notice
<p>RESOLVED: (Duggan / Pensabene)</p> <p>That Council develop a briefing paper for the April 2019 Ordinary Council Meeting on the use of electric vehicles. Information may include:</p> <ul style="list-style-type: none"> • Overview of electric vehicle functionality, environmental benefits, usage trends, charging technology and cost, charging stations and alternate energy sources • NSW and Local Government policy and practice • Option to increase usage in the Strathfield Local Government Area e.g. subsidised (or free) public charging stations, priority (or discount) parking or other incentive mechanisms <p>For the Motion: Councillors Blackmore, Duggan, Kokkolis, Pensabene and Vaccari</p> <p>Against the Motion: Nil</p>		
Report being developed for April 2019 Council Meeting.		



Outstanding Council Resolution Actions

Printed: Thursday, 28 February 2019 5:24:12 PM

Meeting Date	Subject	Section
2/10/2018 212/18	Mayoral Minute No.31/18 Strathfield Plaza	Mayoral Minute
<p>RESOLVED: (Vaccari)</p> <ol style="list-style-type: none"> 1. That Council obtains detailed Senior Counsel, Planning and Traffic Management advice on the aspects of any current valid Strathfield Plaza approval conditions which relate to onsite traffic and parking management issues. 2. That the advice specifically address (but not be limited to) Conditions 3 and 30 of an approval granted in December 1977 (see attachment). 3. That the advice address Council's rights with regards to the 469 parking spots which are located within Strathfield Plaza. 4. That the Traffic Management advice specifically address how implementing the following initiatives, amongst any others, might assist with managing traffic external to the Plaza: <ol style="list-style-type: none"> a. Opening up a second entry point on Churchill Avenue and moving the entry barriers further into the Plaza property b. Building a second entry/exit point off Redmyre Road (effectively by widening the current entry bridge) c. The possibility of changing traffic management so that it is entry only from Redmyre Road and exit only onto Churchill Avenue d. How the adjacent Council Car Park management can be adjusted. 5. That an extensive report be provided to the Planning Workshop in November 2018. <p>For the Motion: Councillors Blackmore, Doueihi, Duggan, Hall, Kokkolis, Pensabene and Vaccari</p> <p>Against the Motion: Nil</p> <p>Awaiting advice.</p>		



Outstanding Council Resolution Actions

Printed: Thursday, 28 February 2019 5:24:12 PM

Meeting Date	Subject	Section
7/08/2018 161/18	Mayoral Minute No. 17/18 - Graffiti Initiatives	Mayoral Minute
<p>RESOLVED: (Vaccari)</p> <ol style="list-style-type: none"> 1. That with immediate effect Strathfield Council move to a policy of addressing high risk, public facing graffiti prone areas with the application of an appropriate mural. 2. That using its extensive archives and resident knowledge base, Council ensures that all murals which are commissioned reflect the history and heritage of the immediate area. 3. That this initiative addresses not only problem Council property, but also property owned by other government organisations (for example, railways, schools etc.) and also private property. 4. That an appropriate protocol be developed so that the permission of non-Council land owners can be sought and gained. 5. That this initiative be funded at the next Budget Quarterly Review. <p>For the Motion: Councillors Blackmore, Doueihi, Kokkolis and Vaccari Against the Motion: Councillors Duggan, Hall and Pensabene</p> <p>The Mayor declared the Motion Carried.</p>		
Report being developed.		



Outstanding Council Resolution Actions

Printed: Thursday, 28 February 2019 5:24:12 PM

Meeting Date	Subject	Section
3/07/2018 139/18	Pomeroy Street - Former Bowling Club Site	Motions Pursuant to Notice
RESOLVED: (Hall / Pensabene) That Council prepare a report on the feasibility of the construction of Community facilities at the Pomeroy St – Former Bowling Club site. The community facility must provide space for a separate Men's shed, Women's Shed and green outdoor space. For the Motion: Councillors Blackmore, Doueihi, Duggan, Hall, Kokkolis, Pensabene and Vaccari Against the Motion: Nil		
Still awaiting feedback from the Department of Education.		



Outstanding Council Resolution Actions

Printed: Thursday, 28 February 2019 5:24:12 PM

Meeting Date	Subject	Section
3/07/2018	Underwood Road/WestConnex Stack Emissions	Infrastructure and Development Reports
148/18	<p>RESOLVED: (Duggan / Vaccari)</p> <p>1. That Council notes and endorses the report.</p> <p>2. Council conduct an assessment of the RMS's obligations under the original approval document and report back to the August Council meeting. In particular, assessment of plans and intentions around the following would be welcome:</p> <ul style="list-style-type: none"> • Compliance monitoring and tracking • Solar access and overshadowing • Socio-economic – particularly any impact on property prices in the vicinity of the stack • Advice on building buffer zones • Community and Social Management Plan • Community cohesion plan • Community Information, consultation and involvement • Ambient Air Quality Goal Protocol • Air Quality notification and Reporting • Operational Environmental Management Plan • Operational noise and vibration plan 	

**Outstanding Council Resolution Actions**

Printed: Thursday, 28 February 2019 5:24:12 PM

- Operational noise and vibration compliance report
 - Emergency Response Plan
 - Independent Environmental Audit
 - The placement of an emission receptor to the west of the facility
 - The placement of above-ground level receptors
 - Impact of building height changes under the Parramatta Road Corridor Urban Transformation Strategy
 - Impact of potential rezoning in neighbouring streets.
3. Council invite the appropriate RMS staff to a governing body workshop in August to discuss any potential community impacts and also RMS obligations in relation to the facility, and
4. Council convene a forum in September for local residents and appropriate staff from Westconnex to discuss any concerns in relation to the facility
5. That Council consider an appropriate DCP along the lines of those considered by Lane Cove and Willoughby Councils at the time of the Lane Cove Tunnel

For the Motion: Councillors Blackmore, Doueihi, Duggan, Hall, Kokkolis, Pensabene and Vaccari

Against the Motion: Nil

In progress.



Outstanding Council Resolution Actions

Printed: Thursday, 28 February 2019 5:24:12 PM

Meeting Date	Subject	Section
6/03/2018 38/18	Introduction of a Intra-Commuter Service	Motions Pursuant to Notice
RESOLVED: (Hall / Pensabene)		
1. That a feasibility report be prepared on the introduction of a reliable, frequent, hail and ride Intra-commuter service that will encourage our residents to shift from single occupancy car journeys, and improve access for residents with limited mobility travelling to local centres, schools, and inter regional transport nodes. 2. That the report take into account the whole Strathfield LGA. 3. That the report also consider a service that complements the existing service by the ACU.		
For the Motion: Councillors Blackmore, Doueihy, Duggan, Hall, Kokkolis, Pensabene and Vaccari		
Against the Motion: Nil		
Licence to operate acquired. Awaiting deliver of buses 3 and 4. Trial run with councillors scheduled for Tuesday 12 March 2019. Advertising of the initiative ongoing.		



Outstanding Council Resolution Actions

Printed: Thursday, 28 February 2019 5:24:12 PM

Meeting Date	Subject	Section
3/10/2017	Draft Plan of Management for Community Lands	Motions Pursuant to Notice
155/17		
RESOLVED: (Hall / Blackmore)		
That:		
<div><div>1.</div><div>In accordance with the Local Government Act, 1993, Council provide any Report(s) prepared with regards to the Draft Community Lands Plan of Management, including providing a detailed summary/analysis of the submissions received from the period ending 22 June 2017.</div></div> <div><div>2.</div><div>In the event that such Report(s) are still pending, then these Report(s) as detailed above be prepared and presented to Council within 2 months.</div></div> <div><div>3.</div><div>A workshop be held prior to the December ordinary Council meeting to appraise Councillors on Councils Plans of Management for community land.</div></div> <div><div>4.</div><div>A presentation be made to Councillors, prior to the November Council Meeting, that includes but is not limited to detailing how the process complied with Section 36 (Preparation of draft plans of management for community land) and section 40A (Public hearing in relation to proposed plans of management) of the Local Government Act 1993.</div></div> <div><div>5.</div><div>That Council prepare a new Plan of Management, for each of the individual 17 parcels of Community Land listed in the recently exhibited "Draft Plan of Management for Community Lands". The Plan of Management has to be prepared in accordance with Section 36, Section 40A and Section 44 of the Local Government Act 1993.</div></div>		
Matter discussed at Councillor Workshop held on Tuesday 26 February 2019. Target date for completion is December 2019.		