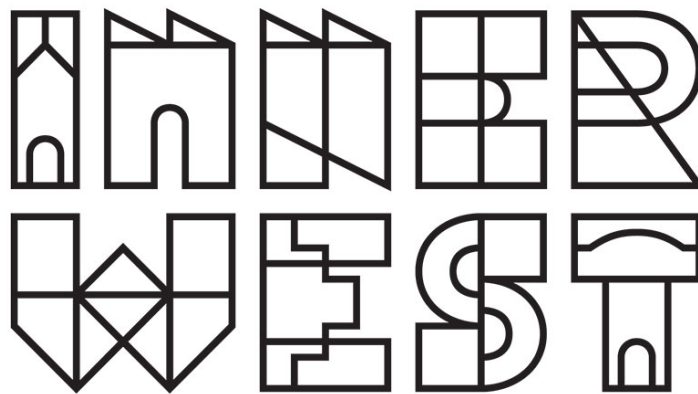


AGENDA



COUNCIL MEETING

TUESDAY 8 MARCH 2022

6.30pm

In the spirit of open, accessible and transparent government, this meeting of the Inner West Council is being streamed live on Council's website. By speaking at a Council meeting, members of the public agree to being recorded and must ensure their speech to the Council is respectful and use appropriate language. A person who uses defamatory, discriminatory or offensive language may be exposed to liability for which Council takes no responsibility. Any part of this meeting that is held in closed session will not be recorded

Pre-Registration to Speak at Council Meetings

Speaking at a Council Meeting is conducted through an online software application called Zoom. Members of the public must register by 2pm of the day of the Meeting to speak at Council Meetings. If you wish to register to speak please fill in a [Register to Speak Form](#), available from the Inner West Council website, including:

- your name;
- contact details;
- item on the Agenda you wish to speak to; and
- whether you are for or against the recommendation in the agenda.

Are there any rules for speaking at a Council Meeting?

The following rules apply when addressing a Council meeting:

- keep your address to the point, the time allowed for each speaker is limited to three minutes. This time limit applies, no matter how many items are addressed by the speaker;
- when addressing the Meeting you must speak to the Chairperson;
- the Chairperson may curtail public participation where the information being presented is considered repetitive or irrelevant; and
- only 3 speakers for and against an Agenda Item are allowed.

What happens after I submit the form?

You will be contacted by Governance Staff and provided with a link to the online meeting. Your request will then be added to a list that is shown to the Chairperson on the night of the meeting. Public speakers will be allowed into the Meeting when it is their time to speak.

Where Items are deferred, Council reserves the right to defer speakers until that Item is heard on the next occasion.

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15 Reports with Confidential Information

Reports appearing in this section of the Business Paper are confidential in their entirety or contain confidential information in attachments.

The confidential information has been circulated separately.

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Minutes of Ordinary Council Meeting held remotely and livestreamed on Council's website on 8 February 2022

Meeting commenced at 6.33pm

Present:

Darcy Byrne	Mayor
Jessica D'Arienzo	Deputy Mayor
Liz Atkins	Councillor
Marghanita Da Cruz	Councillor
Mark Drury	Councillor
Dylan Griffiths	Councillor
Mathew Howard	Councillor
Justine Langford	Councillor
Pauline Lockie	Councillor
Philippa Scott	Councillor
Kobi Shetty	Councillor
Chloe Smith	Councillor
John Stamolis	Councillor
Timothy Stephens	Councillor
Zoi Tsardoulis	Councillor
Peter Gainsford	General Manager
Simone Plummer	Director Planning
Cathy Edwards-Davis	Director Infrastructure
Ruth Callaghan	Director Community
Peter Livanis	Director Corporate
Beau-Jane De Costa	Senior Manager Governance and Risk
Daryl Jackson	Chief Financial Officer
Matthew Pearce	General Counsel
Katherine Paixao	Governance Coordinator

APOLOGIES: Nil

DISCLOSURES OF INTERESTS:

Deputy Mayor, Cllr D'Arienzo declared a non-significant, non-pecuniary interest in Item 5 Ending Period Poverty in the Inner West as her partner is a long-term hall hirer of Marrickville Youth and Resource Centre (MYRC), a site identified for the trial. Through her partner's business she regularly engage in exercise classes at MYRC. She will remain in the meeting during discussion and voting of the item as the conflict will not influence her in taking out her public duty.

Cllr Drury declared a significant, pecuniary interest in Item 4 Extension of Flood Controls under NSW Flood Prone Land Package as his house is in a 1:100 flood zone which will be affected by this. He will leave the meeting during discussion and voting of the item.

Cllr Howard declared a non-significant, non-pecuniary interest in Item 5 Ending Period Poverty in the Inner West as his principal place of residence is adjacent to one of the trail sites. He will remain in the meeting during discussion and voting on the item as he will not access the trial and have no other conflict with the trail program or the community organisation.

Clr Howard declared a non-significant, non-pecuniary interest in Item 6 Councillor Representation on Committees and Item 10 Local Traffic Committee Meeting - November and December 2021 as he works in the Office of the State Member who has a representative on the Local Traffic Committee. He will remain in the meeting during discussion and voting on both items as the vote of the State Member is exercised through a representative.

Clr Atkins declared a non-significant, non-pecuniary interest in Item 20 Notice of Motion: Community Festivals as in the past they have been an participant and vaguely involved in the organisation of St. Anmore. They will remain in the meeting during discussion and voting of the item as the conflict is not sufficient enough to absent them from the item.

Motion: (Scott/Stephens)

THAT Council note the disclosures of interest.

Motion Carried

For Motion: Crs Atkins, Byrne, Da Cruz, D'Arienzo, Drury, Griffiths, Howard, Langford, Lockie, Scott, Shetty, Smith, Stamolis, Stephens and Tsardoulis

Against Motion: Nil

CONFIRMATION OF MINUTES

Motion: (Drury/Da Cruz)

That the Minutes of the Council Meeting held on Tuesday, 23 November 2021 and Wednesday, 29 December 2021 be confirmed as a correct record.

Motion Carried

For Motion: Crs Atkins, Byrne, Da Cruz, D'Arienzo, Drury, Griffiths, Howard, Langford, Lockie, Scott, Shetty, Smith, Stamolis, Stephens and Tsardoulis

Against Motion: Nil

PUBLIC FORUM

The registered speakers were asked to address the meeting. The list of speakers is available on the last page of these minutes.

C0222(1) Item 1 Mayoral Minute: ULURU Statement

Motion: (Byrne)

That Council:

1. Reaffirm its support for the *Uluru Statement from the Heart* and Council's commitment to enacting its principles;
2. Consult with the Aboriginal and Torres Strait Islander Consultative Committee as to how to best incorporate the *Uluru Statement from the Heart* into Council's Community Strategic Plan;
3. Seek a briefing on the current status of the Inner West Council's Reconciliation Action Plan;
4. Receive an update to the August 2018 Resolution to "THAT the General Manager write to the CEO of the Metropolitan Local Aboriginal Land Council with a view to commencing negotiations towards the signing a Principles of Co-operation Agreement between Inner West Council and The

Metropolitan Local Aboriginal Land Council ('Metro').";

- 5. Seek to establish links with other First Nations organisations such as Boomalli and Deadly Connections which are based in the Local Government Area and regional organisations such as Jumbunna at University of Technology Sydney and Koori Radio/Yabun; and**
- 6. Consult on supporting the creation of places and times for Truth Telling.**

Motion Carried

For Motion: Crs Atkins, Byrne, Da Cruz, D'Arienzo, Drury, Griffiths, Howard, Langford, Lockie, Scott, Shetty, Smith, Stamolis, Stephens and Tsardoulis

Against Motion: Nil

C0222(1) Item 2 Mayoral Minute: Demerger Survey

Motion: (Byrne)

That Council:

- 1. Commences the preparation of a business case for demerger and notifies the NSW Government of the commencement of the development of a business case for demerger;**
- 2. Notes the concerns expressed by Council officers through the resolution of the Joint Consultative Committee about the impact of demerger on morale and productivity within the organisation and commits to engaging with Council staff and their representatives throughout the development of the business case;**
- 3. Notes the overwhelming majority vote of the Inner West Community to demerge; and**
- 4. Involve the community in the preparation of the business case.**

Motion Carried

For Motion: Crs Atkins, Byrne, Da Cruz, D'Arienzo, Drury, Griffiths, Howard, Langford, Lockie, Scott, Shetty, Smith, Stamolis, Stephens and Tsardoulis

Against Motion: Nil

Amendment (Langford/Shetty)

- **That Council:**
-
- 1. Note that the proposal to de-amalgamate must be a proposal in support of the demerger (Section 218CC point 3); and**
-
- 2. Notes that the de-amalgamation process should be a whole of Council process and involve all 15 Councillors. All Councillors should be invited to all meetings with the Minister or her representatives.**
-

Motion Lost

For Motion: Crs Atkins, Da Cruz, Griffiths, Langford, Lockie, Shetty and Stamolis

Against Motion: Crs Byrne, D'Arienzo, Drury, Howard, Scott, Smith, Stephens and Tsardoulis

C0222(1) Item 3 Mayoral Minute: Council's response to COVID-19 and the Omicron wave**Motion: (Byrne)****That Council:**

- 1. Receive a report to the March Ordinary meeting outlining the range of actions Council is taking to support local residents, staff, organisations and businesses through the pandemic and proposing any additional actions Council can take now to assist in the crisis and recovery phases; and**
- 2. Continue to advise councillors on daily Inner West COVID numbers (positive cases, vaccination rates) and changes to the health order.**

Motion Carried**For Motion:** Crs Atkins, Byrne, Da Cruz, D'Arienzo, Drury, Griffiths, Howard, Langford, Lockie, Scott, Shetty, Smith, Stamolis, Stephens and Tsardoulis**Against Motion:** Nil**Procedural Motion (Drury)****That the motion be put.****Motion Carried****For Motion:** Crs Byrne, D'Arienzo, Drury, Howard, Scott, Smith, Stephens and Tsardoulis**Against Motion:** Crs Atkins, Da Cruz, Griffiths, Langford, Lockie, Shetty and Stamolis**Amendment (Da Cruz/Atkins)**

That Council consult with local mental health organisations such as Rough Patch Counselling, Summer Hill Safe Space, P&Cs etc. and receive recommendations on our role in providing the community with mental health support to emerge from COVID in a safe way and to recover from the isolation from work colleagues, separation from family and friends that we have all experienced with Covid.

Motion Lost**For Motion:** Crs Atkins, Da Cruz, Griffiths, Langford, Lockie, Shetty and Stamolis**Against Motion:** Crs Byrne, D'Arienzo, Drury, Howard, Scott, Smith, Stephens and Tsardoulis**Procedural motion (Scott/Griffiths)**

That Items 4, 8, 9, 11 and 12 be moved in globo and the recommendations contained within the report adopted and that Council change the order of business to bring forward these items.

Motion Carried**For Motion:** Crs Atkins, Byrne, Da Cruz, D'Arienzo, Drury, Griffiths, Howard, Langford, Lockie, Scott, Shetty, Smith, Stephens and Tsardoulis**Against Motion:** Cr Stamolis

C0222(1) Item 4 Extension of Flood Controls under NSW Flood Prone Land Package**Motion: (Scott/Griffiths)**

That Council endorse the adoption of the proposed Special Flood Considerations clause in Section 5.22 of the NSW Standard Instrument (Local Environmental Plans) into the Inner West Local Environmental Plans.

Motion Carried

For Motion: Crs Atkins, Byrne, Da Cruz, D'Arienzo, Drury, Griffiths, Howard, Langford, Lockie, Scott, Shetty, Smith, Stephens and Tsardoulis

Against Motion: Cr Stamolis

C0222(1) Item 8 National General Assembly of Local Government 2022**Motion: (Scott/Griffiths)****That Council:**

- 1. Give consideration to Councillors attending the National General Assembly of Local Government 2022; and**
- 2. Put forward any proposed motions, that meet the National General Assembly's criteria, for Council consideration, by 7 March 2022.**

Motion Carried

For Motion: Crs Atkins, Byrne, Da Cruz, D'Arienzo, Drury, Griffiths, Howard, Langford, Lockie, Scott, Shetty, Smith, Stephens and Tsardoulis

Against Motion: Cr Stamolis

C0222(1) Item 9 Proposed Local Government Remuneration Tribunal Submission 2022**Motion: (Scott/Griffiths)**

That Council endorse and submit the proposed Local Government Remuneration Tribunal Submission in Attachment 2, by Friday 11 February 2022.

Motion Carried

For Motion: Crs Atkins, Byrne, Da Cruz, D'Arienzo, Drury, Griffiths, Howard, Langford, Lockie, Scott, Shetty, Smith, Stephens and Tsardoulis

Against Motion: Cr Stamolis

C0222(1) Item 11 Investment Report at 30 November 2021**Motion: (Scott/Griffiths)**

That Council receive and note the report.

Motion Carried

For Motion: Crs Atkins, Byrne, Da Cruz, D'Arienzo, Drury, Griffiths, Howard, Langford, Lockie, Scott, Shetty, Smith, Stephens and Tsardoulis

Against Motion: Cr Stamolis

C0222(1) Item 12 Investment Report at 31 December 2021

Motion: (Scott/Griffiths)

That Council receive and note the report.

Motion Carried

For Motion: Crs Atkins, Byrne, Da Cruz, D'Arienzo, Drury, Griffiths, Howard, Langford, Lockie, Scott, Shetty, Smith, Stephens and Tsardoulis

Against Motion: Cr Stamolis

C0222(1) Item 5 Ending Period Poverty in the Inner West

Motion: (Scott/Smith)

That Council:

1. Supports the ending of period poverty and would like to initiate a 12-month trial of free period care product services using an End to End Servicing provider at the following locations across the Local Government Area:
 - a) Addison Road Community Centre;
 - b) Ashfield library/Ashfield Service Centre;
 - c) Marrickville Youth Resource Centre;
 - d) Summer Hill Neighbourhood Centre;
 - e) Ashfield Aquatic Centre;
 - f) Leichhardt Park Aquatic Centre;
 - g) Marrickville Library;
 - h) Balmain Library; and
 - i) Newtown Neighbourhood Centre after its move to new premises or other appropriate site in Newtown.
2. Endorse \$225,000 funding for this trial to form part of the budget consideration for the 2022/23 financial year; and
3. Works on this project commencing in February 2022, with a report back at the April 2022 Ordinary meeting of Council.

Motion Carried

For Motion: Crs Atkins, Byrne, Da Cruz, D'Arienzo, Drury, Griffiths, Howard, Langford, Lockie, Scott, Shetty, Smith, Stamolis, Stephens and Tsardoulis

Against Motion: Nil

C0222(1) Item 6 Councillor Representation on Committees

Motion: (Scott/Drury)

THAT Council appoint the following Councillors as representatives on the identified Committees:

- a) Audit, Risk and Improvement Committee – Councillors Scott and Atkins;
- b) Flood Management Advisory Committee - Councillors Howard and Da Cruz;
- c) Local Traffic Committee – Mayor Byrne and alternative Councillor Langford;
- d) GM Performance Assessment Panel – Mayor Byrne and Councillors Howard and Langford;
- e) Club Grants – Deputy Mayor D'Arienzo;
- f) Cooks River Alliance Board –Deputy Mayor D'Arienzo and alternative Councillor Langford;
- g) NSW Public Libraries Association – Councillors Howard and alternative Councillor Langford;
- h) Parramatta River Catchment Group – Councillor Drury and alternative Councillor Scott;
- i) Southern Sydney Regional Organisation of Councils - Mayor Byrne, Deputy Mayor D'Arienzo and alternative Councillors Da Cruz and Lockie;
- j) Sydney Airport Community Forum – Mayor Byrne;
- k) Sydney Coastal Council Group – Councillor Griffiths; and
- l) Sydney Eastern City Planning Panel – Mayor Byrne and Councillor Scott.

Motion Carried

For Motion: Crs Atkins, Byrne, Da Cruz, D'Arienzo, Drury, Griffiths, Howard, Langford, Lockie, Scott, Shetty, Smith, Stephens and Tsardoulis

Against Motion: Cr Stamolis

Procedural Motion (Scott)

That the amendment be put.

Motion Carried

For Motion: Crs Byrne, D'Arienzo, Drury, Howard, Scott, Smith, Stephens and Tsardoulis

Against Motion: Crs Atkins, Da Cruz, Griffiths, Langford, Lockie, Shetty and Stamolis

Amendment (Griffiths/Langford)

That the General Manager's Performance Review Panel have five representatives comprising Councillors Liz Atkins, Darcy Byrne, Justine Langford, Pauline Lockie and Philippa Scott.

Motion Lost

For Motion:

Crs Atkins, Da Cruz, Griffiths, Langford, Lockie, Shetty and Stamolis

Against Motion:

Crs Byrne, D'Arienzo, Drury, Howard, Scott, Smith, Stephens and Tsardoulis

Amendment (Stamolis)

That Clr Stamolis be appointed to the Audit, Risk and Improvement Committee.

This amendment lapsed for want of seconder.

C0222(1) Item 7 Local Government NSW Special Conference 2022

Motion: (Scott/Da Cruz)

That Council nominate the following Councillors to attend the Local Government NSW Special Conference 2022:

- a) Atkins;
- b) Da Cruz;
- c) Shetty;
- d) Lockie;
- e) Byrne;
- f) D'Arienzo;
- g) Drury;
- h) Stephens; and
- i) Smith

Motion Carried

For Motion:

Crs Atkins, Byrne, Da Cruz, D'Arienzo, Drury, Griffiths, Howard, Langford, Lockie, Scott, Shetty, Smith, Stamolis, Stephens and Tsardoulis

Against Motion:

Nil

Amendment (Da Cruz/Atkins)

That Council put this motion forward to the LGNSW Special Conference:

That LGNSW advocate to the NSW government to assist councils to play a crucial to a Zero Waste Circular Economy, where there is no place for Incinerators including for Medical waste.

Motion Lost

For Motion:

Crs Atkins, Da Cruz, Griffiths, Langford, Shetty and Stamolis

Against Motion:

Crs Byrne, D'Arienzo, Drury, Howard, Lockie, Scott, Smith, Stephens and Tsardoulis

Procedural Motion (Scott)

That the amendment be put.

Motion Carried

For Motion: Crs Byrne, D'Arienzo, Drury, Howard, Scott, Smith, Stephens and Tsardoulis

Against Motion: Crs Atkins, Da Cruz, Griffiths, Langford, Lockie, Shetty and Stamolis

Amendment (Atkins/Stamolis)

That Council insert the following clause:

Agrees to seek to move the following motion as a matter of urgency at the Local Government NSW Conference 2022:

That LGNSW:

- 1. Note the 2020 demerger proposals resulting from community petitions in Cootamundra-Gundagai Council and Snowy Rivers Council area;**
- 2. Note the subsequent demerger proposal from Cootamundra-Gundagai Council;**
- 3. Note the poll results from Inner West Council area at the 2021 Council elections with over 62% supporting a demerger;**
- 4. Note the significant rate increases requested and approved by IPART for merged Councils (as attached);**
- 5. Call on the Minister for Local Government, the Hon Wendy Tuckerman, and the NSW Government to show leadership by:**
 - a) Conducting independent polls of all eligible voters in each of the 2016 merged Council areas to determine the support for a demerger versus staying merged;**
 - b) Commit to conducting these polls by end of December 2022;**
 - c) Commit to implementing the results of the poll within 12 months of the result of the poll; and**
 - d) Commit to funding any Council demergers as determined by the polls**

Motion Lost

For Motion: Crs Atkins, Da Cruz, Griffiths, Langford, Lockie, Shetty and Stamolis

Against Motion: Crs Byrne, D'Arienzo, Drury, Howard, Scott, Smith, Stephens and Tsardoulis

C0222(1) Item 10 Local Traffic Committee Meeting - November and December 2021

Motion: (Drury/Scott)

That the Minutes of the Local Traffic Committee meeting held on 15 November 2021 and 6 December 2021 be received and the recommendations be adopted subject to the following amendments:

- a) That a briefing of ward Councillors be held on the Rozelle North Local Area**

Traffic Management Study following community engagement and prior to it being reported back to the Local Traffic Committee; and

- b) That a briefing for all Councillors regarding Tempe Bunnings DA and traffic control issues and commit to a date for Council to hold a community forum in person, circumstances allowing, near Tempe Primary School.**

Motion Carried

For Motion: Crs Atkins, Byrne, Da Cruz, D'Arienzo, Drury, Griffiths, Howard, Langford, Lockie, Scott, Shetty, Smith, Stamolis, Stephens and Tsardoulis

Against Motion: Nil

Procedural Motion (Byrne)

That the meeting be adjourned for 5 minutes.

Motion Carried

For Motion: Crs Atkins, Byrne, Da Cruz, D'Arienzo, Drury, Griffiths, Howard, Langford, Lockie, Scott, Shetty, Smith, Stamolis, Stephens and Tsardoulis

Against Motion: Nil

The meeting was adjourned at 8.47pm

The meeting resumed at 8.53pm

Councillor Da Cruz left the Meeting at 9:01 pm.

C0222(1) Item 13 Notice of Motion: Demerger of Inner West Council

Procedural Motion (Scott)

That the motion be put.

Motion Carried

For Motion: Crs Byrne, D'Arienzo, Drury, Howard, Scott, Smith, Stephens and Tsardoulis

Against Motion: Crs Atkins, Griffiths, Langford, Lockie, Shetty and Stamolis

Absent: Cr Da Cruz

Councillor Da Cruz returned to the Meeting at 9:05 pm.

Motion: (Langford/Stamolis)

That Council:

- 1. Acknowledge that the poll conducted by NSW Electoral Commission on 4 December 2021 showed that a significant majority of Inner West Council residents voted YES to de-amalgamate and return to the councils of Ashfield, Leichhardt and Marrickville;**
- 2. Respect the results of the poll and commit to working with the community, Council staff and the State Government to ensure the decision to demerge is upheld and implemented by Council and the State Government;**

3. **Write to the Minister for Local Government, The Hon Wendy Tuckerman MP and the Premier, Dominic Perrottet asking them to respect and uphold the decision of inner west voters to de-amalgamate the Council and return to the three councils of Leichhardt, Marrickville and Ashfield;**
4. **Seeks the assurance from the Minister for Local Government and the Premier that they will honour the government's commitment as set out in the NSW Local Government Act and will pay the full costs of the demerger;**
5. **Notes the procedure for the demerger of a Council is as outlined in Section 218CC of the Local Government Act 1993 as below:**

Schedule 1 Amendment of Local Government Act 1993 No 30

1.1 Amendments concerning local government rating system

[1] Section 218CC

218CC Proposals for de-amalgamations

(1) The new council may, within 10 years of the constitution of the new area, submit a written business case to the Minister setting out—

(a) a proposal for the de-amalgamation of the new area, whether by reconstituting the former areas or constituting different areas, and

(b) the reasons in support of the proposal.

(2) The Minister must, within 28 days after the business case is submitted, refer the de-amalgamation proposal to the Boundaries Commission with a direction that it conduct an inquiry and report on the proposal.

(3) Without limiting subsection (2) or section 263, the Boundaries Commission may in its report recommend that—

(a) the de-amalgamation proposal be supported, or

(b) the de-amalgamation proposal be rejected, or

(c) a different de-amalgamation proposal be supported.

(4) The Minister must ensure that the report of the Boundaries Commission is publicly released within 48 hours after it is provided to the Minister.

(5) The Minister must, within 28 days after the report is provided to the Minister, provide a written response to the new council setting out—

(a) whether or not the Minister supports the de-amalgamation proposal or a different de-amalgamation proposal recommended by the Boundaries Commission, and

(b) the reasons for the Minister's decision, and

(c) if the Minister supports the de-amalgamation proposal or the different de-amalgamation proposal—the anticipated time frame for giving effect to the proposal.

(6) The Minister is, by making grants under section 620 or using money otherwise appropriated by Parliament for the purpose, to ensure that the cost of any de-amalgamation of the new area resulting from a business case submitted under this section is fully funded.

(7) This section extends to new areas constituted before the commencement of this section.

(8) In this section—

new area means the area constituted by the amalgamation of areas (former areas) by the relevant proclamation.

new council means the council of a new area constituted by section 219.

relevant proclamation means the proclamation made pursuant to Chapter 9, Part 1 that amalgamates former areas into the new area and constitutes the new council.

6. Immediately commence preparation of a business case pursuant to Section 218CC of the Local Government Act for approval by Council and then submission to the Minister for Local Government setting out:
 - a) the proposal for the de-amalgamation of the Inner West Council, and reconstituting the former areas of Leichhardt, Marrickville and Ashfield Council areas, and
 - b) the reasons in support of the proposal.
7. Works with the community, staff and the State Government to ensure a strong business case FOR de-amalgamation is developed by Council.
 - a) The cost of the development of this business case to be funded from the 2022/23 Budget with reimbursement sought afterwards.
8. Prepare a report outlining the proposal for governance, process, timeline and community consultation with regards to the development of the YES business case for de-amalgamation for the first Council meeting in March;
9. Works with the community, staff and state government to ensure the business case for a demerger is developed and fully funded and delivered to the Minister for Local Government by 30 November 2022;
10. Work to ensure the business case is approved and implemented by the state government with a goal to have all three councils re-established by the start of the next term of council, being September 2024;
11. Keep the community informed about the project through Inner West Council News, social media and a webpage dedicated to the demerger project on the Council website;
12. In line with its commitment to provide protection for Council staff jobs, immediately commence proactive negotiations with the unions and the Joint Consultative Committee to enter into an Memorandum of Understanding which will confirm existing employment protections for non-senior staff as provided for in the Local Government (NSW) Act 1993 and seek to extend these employment

protections by a further two years following the de-amalgamation;

13. Commits to no-forced redundancies of staff employed by Council during the demerger process and supports the right of staff to return to employment with their original Council, or express a preference to move to another local government area following the demerger; and

14. Form a Demerger Committee involving a minimum of 4 Councillors to meet every 4 weeks (and at other times as needed).

Motion Lost

For Motion:

Crs Atkins, Da Cruz, Griffiths, Langford, Lockie, Shetty and Stamolis

Against Motion:

Crs Byrne, D'Arienzo, Drury, Howard, Scott, Smith, Stephens and Tsardoulis

Councillor Stamolis left the Meeting at 09:15 pm.

C0222(1) Item 14 Notice of Motion: Inner West Labor Policy Platform

Procedural Motion (Scott)

That the motion be put.

Motion Carried

For Motion:

Crs Byrne, D'Arienzo, Drury, Howard, Scott, Smith, Stephens and Tsardoulis

Against Motion:

Crs Atkins, Da Cruz, Griffiths, Langford, Lockie and Shetty

Absent:

Cr Stamolis

Motion: (Howard/Scott)

That Council:

- 1. Notes the policy objectives put forward by the Labor Councillors as detailed in Attachment 1;**
- 2. Notes that these objectives enhance and support the Community Strategy Plan; and**
- 3. Takes into consideration these policy objectives when drafting Council's four-year Delivery Plan and annual Operational Plan and Budget.**

Motion Carried

For Motion:

Crs Byrne, D'Arienzo, Drury, Howard, Scott, Smith, Stephens and Tsardoulis

Against Motion:

Crs Atkins, Da Cruz, Griffiths, Langford, Lockie and Shetty

Absent:

Cr Stamolis

Councillor Stamolis returned to the Meeting at 09:16 pm.

C0222(1) Item 15 Notice of Motion: Enhancing Democratic Participation

Procedural Motion (Scott)

That the motion be put.

Motion Carried

For Motion: Crs Byrne, D'Arienzo, Drury, Howard, Scott, Smith, Stephens and Tsardoulis

Against Motion: Crs Atkins, Da Cruz, Griffiths, Langford, Lockie, Shetty and Stamolis

Motion: (Scott/Drury)

That Council:

1. Amend the meeting schedule for 2022 to resume the practice of one Ordinary Council meeting per month to be held on the 2nd Tuesday, with a recess in January and July each year;
2. Notes that these meetings will alternate with Councillor briefings;
3. Notes the terms of the current Local Democracy Groups conclude in June 2022 and commences planning to improve the current Committee system and strengthen the involvement of local citizens in policy development and decision making;
4. Prepares a report on this to be tabled at the April 2022 Ordinary meeting; and
5. Notes that the Council must adopt a Code of Meeting Practice, and requests that staff report back on amendments to the current Code of Meeting Practice Policy that would enhance the efficient management of Council meetings and more effectively respond to residents' concerns.

Motion Carried

For Motion: Crs Byrne, D'Arienzo, Drury, Howard, Scott, Smith, Stephens and Tsardoulis

Against Motion: Crs Atkins, Da Cruz, Griffiths, Langford, Lockie, Shetty and Stamolis

Councillor Stamolis left the Meeting at 9:28 pm.

C0222(1) Item 16 Notice of Motion: Customer Service Review

Motion: (Scott/Drury)

That Council:

1. Initiates a Customer Service Review and reports to Council on what actions could be implemented to make the Council more responsive to the ratepayers;
2. Convenes a sub-committee comprising Councillors, staff, resident representatives and external advisors to assist with the scope and preparation of a report that will investigate initiatives designed to:
 - a) A timeline and implementation plan for developing a Customer Experience Plan including a Citizen Service Charter;
 - b) A timeline and implementation plan for reducing the time to assess development applications to 60 days;
 - c) Review Council's complaints function including expansion of the functions of the Ombudsman to be more focused on customer service;
 - d) The review and adoption of new technologies to improve transparency around maintenance schedules so residents can know when and where maintenance is

due to occur in their Neighbourhood;

- e) The development of “Your Say” stalls directly in neighborhoods on key issues impacting the community;
- f) The establishment of a citizen service point in every library and a mobile citizen service van to bring Council administration directly to ratepayers;
- g) Improve interactions between residents and Council; and
- h) Improve responsiveness of council to resident requests or complaints.

Motion Carried

For Motion: Crs Atkins, Byrne, Da Cruz, D'Arienzo, Drury, Griffiths, Howard, Langford, Lockie, Scott, Shetty, Smith, Stephens and Tsardoulis

Against Motion: Nil

Absent: Cr Stamolis

Councillor Stamolis returned to the Meeting at 9:33 pm.

C0222(1) Item 17 Notice of Motion: Expediting the Greenway Project

Procedural Motion (Scott)

That the motion be put.

Motion Carried

For Motion: Crs Byrne, D'Arienzo, Drury, Howard, Scott, Smith, Stephens and Tsardoulis

Against Motion: Crs Atkins, Da Cruz, Griffiths, Langford, Lockie, Shetty and Stamolis

Motion: (Stephens/Drury)

That Council:

1. Notes the vital importance of the GreenWay Project as an integrated active transport and environmental corridor for communities in the Inner West;
2. Notes that the suspension of services on the Inner West Light Rail may provide opportunities for expediting the construction of the Greenway Project; and
3. Reviews the timeline for the completion of the project and brings forward where possible the delivery of planned works within the Light Rail Corridor.

Motion Carried

For Motion: Crs Atkins, Byrne, Da Cruz, D'Arienzo, Drury, Griffiths, Howard, Langford, Lockie, Scott, Shetty, Smith, Stamolis, Stephens and Tsardoulis

Against Motion: Nil

C0222(1) Item 18 Notice of Motion: City West Link and Waratah Street

Motion: (Stephens/Howard)

That Council:

1. Acknowledges that the intersection of City West Link and Waratah Street is dangerous for pedestrians and cyclists;

2. Notes the intersection now requires a two-stage crossing, with inadequate storage in the middle of the busy road leaving pedestrians and cyclists at risk;
3. Notes there have been a number of accidents at the location and while Transport for NSW have proposed a future pedestrian and cyclist overpass, urgent action must be taken now;
4. Requests staff write to Transport for NSW to request that the crossing be changed to a single phase crossing as a matter of urgency while further safety plans are developed; and
5. Note and request an update on LTC1021(1) Item 15 in the Minutes of the 18 October Council meeting, subsequently adopted by Council on 9 November, that TfNSW will investigate this: "The IWBC representative requested a review of the intersection of the City West Link and Waratah Street to prevent vehicles from hitting the pedestrian refuge. The representative also requested that improvements be made to the pedestrian crossing signals on the City West Link at Waratah Street to prevent confusion where pedestrians are crossing the western section of the road on the red pedestrian phase when the green pedestrian phase is only active for the eastern section of the road. "

Motion Carried

For Motion: Crs Atkins, Byrne, Da Cruz, D'Arienzo, Drury, Griffiths, Howard, Langford, Lockie, Scott, Shetty, Smith, Stamolis, Stephens and Tsardoulis

Against Motion: Nil

C0222(1) Item 19 Notice of Motion: FOGO Food Recycling

Motion: (Howard/Atkins)

That Council:

1. Commits to provide food organics and organics waste recycling (FOGO) to every home in the Inner West in the current term of Council;
2. Requests Council staff report on progress to achieve this objective and on how FOGO expansion will be included in the 2022-2023 Council Budget;
2. Requests Council officers provide a briefing on the status of work being conducted with Southern Sydney Regional Organisation of Councils (SSROC) to establish a food recycling transfer station in the Inner West Local Government Area (LGA);
3. Thanks staff for the work to implement FOGO in apartment buildings in the Inner West;
4. Recommits to provide FOGO to every home in the Inner West in the current term of Council;
5. Requests Council staff report to Council in April on progress to achieve this objective and on how FOGO expansion will be included in the 2022-2023 Council Budget; and
6. Requests Council officers provide a briefing on the status of work being conducted with SSROC to establish a food recycling transfer station in the Inner

West LGA.

Motion Carried

For Motion: Crs Atkins, Byrne, Da Cruz, D'Arienzo, Drury, Griffiths, Howard, Langford, Lockie, Scott, Shetty, Smith, Stamolis, Stephens and Tsardoulis

Against Motion: Nil

C0222(1) Item 20 Notice of Motion: Community Festivals

Motion: (Smith/D'Arienzo)

That Council:

1. Notes that many residents are seeking entertainment in outdoor venues as per public health advice that outdoor gatherings reduce risk of COVID-19 transmission;
2. Notes the detrimental impact that ongoing COVID-19 outbreaks have on the arts and culture sector in the form of lost revenue and employment;
3. Notes the imperative for Council to provide immediate and ongoing support to the arts and culture sector and prioritise local community engagement, including holding community events which can be enjoyed safely;
4. Notes the success of the St.Anmore music festival in supporting live music events in outdoor public spaces;
5. Notes the intention of festival organisers to run St.Anmore in November 2022, and the support of organisers for expansion of the festival;
6. Commences immediate planning work with festival organisers to support St.Anmore to proceed in November 2022, in a COVID-safe manner as per public health advice, and be included in the 2022-23 budget;
7. Commences immediate planning work with festival organisers to facilitate expansion of St.Anmore across all five wards of the Local Government Area (LGA) during this term of Council;
8. Commences immediate planning work to support and budget for a series of outdoor film screenings, to be held when feasible as per public health advice, in local parks across the LGA on a rotating basis; and
9. Commences immediate planning work to support and budget for an Inner West Film Festival to be established in partnership with local cinemas, theatres, and filmmakers, to take place in summer 2022-23.

Motion Carried

For Motion: Crs Atkins, Byrne, Da Cruz, D'Arienzo, Drury, Griffiths, Howard, Langford, Lockie, Scott, Shetty, Smith, Stamolis, Stephens and Tsardoulis

Against Motion: Nil

Procedural Motion (Scott)

That the motion be put.

Motion Carried

For Motion: Crs Byrne, D'Arienzo, Drury, Howard, Scott, Smith, Stephens and Tsardoulis

Against Motion: Crs Atkins, Da Cruz, Griffiths, Langford, Lockie, Shetty and Stamolis

Amendment (Atkins/Griffiths)

That Council:

1. Amends Clause 6 to:

Seeks a report from Council staff about the funding and resources necessary to support festivals similar to St.Anmore across all five wards of the Local Government Area (LGA) during this term of Council, including an analysis of the effect of this expansion on currently resourced festivals and events across the Inner West;

2. Inserts the following clause:

Consult the community across the LGA about the types of festivals they would like to see in their ward;

3. Amends Clause 9 to:

Seeks a report from staff about support and budget for an Inner West Film Festival to be established in partnership with local cinemas, theatres, and filmmakers, to take place in summer 2022-23.

Motion Lost

For Motion: Crs Atkins, Da Cruz, Griffiths, Langford, Lockie, Shetty and Stamolis

Against Motion: Crs Byrne, D'Arienzo, Drury, Howard, Scott, Smith, Stephens and Tsardoulis

Councillor Griffiths left the Meeting at 10:26 pm.

C0222(1) Item 21 Notice of Motion: Tree Development Control Plan

Procedural Motion (Scott)

That the motion be put.

Motion Carried

For Motion: Crs Byrne, D'Arienzo, Drury, Howard, Scott, Smith, Stephens and Tsardoulis

Against Motion: Crs Atkins, Da Cruz, Langford, Lockie, Shetty and Stamolis

Absent: Cr Griffiths

Councillor Griffiths returned to the Meeting at 10:27 pm.

Motion: (Smith/Drury)

That Council:

1. Notes the many benefits tree plantings provide to our suburbs, including street cooling, beautification, carbon dioxide absorption, and wildlife habitation;

2. Notes Council's support for a record \$3m budget commitment for new tree planting in the 2021-22 financial year, and the more than 4,000 trees planted across the Inner West between 2020-2022;
3. Notes Council's support for an amendment to the four year operating plan to include a minimum \$2m investment in tree planting each year;
4. Notes that the Tree Management Development Control Plan (DCP) is scheduled for review in this term of Council;
5. Notes that plantings of 'micro forests' are being trialed in cities across the world and in Australia, with research showing they have the potential to exponentially increase biodiversity and carbon reduction in dense urban environments;
6. Supports a commitment to allocate funding of no less than \$2m for new tree planting in the next Council budget for the 2022-23 financial year; and
7. Supports in principle Council staff's amendments to the Tree Management DCP. Commences immediate planning work to support a trial of 'micro forests' planted across the Local Government Area.

Motion Carried

For Motion: Crs Byrne, D'Arienzo, Drury, Howard, Scott, Smith, Stephens and Tsardoulis

Against Motion: Crs Atkins, Da Cruz, Griffiths, Langford, Lockie, Shetty and Stamolis

C0222(1) Item 22 Notice of Motion: Local Environmental Plan

Procedural Motion (Scott)

That the motion be put.

Motion Carried

For Motion: Crs Byrne, D'Arienzo, Drury, Howard, Scott, Smith, Stephens and Tsardoulis

Against Motion: Crs Atkins, Da Cruz, Griffiths, Langford, Lockie, Shetty and Stamolis

Motion: (D'Arienzo/Griffiths)

That Council:

1. Upon completion publishes the place based and heritage studies that will be informing the Comprehensive Local Environmental Plan;
2. Develops a community consultation plan demonstrating broad community and stakeholder engagement; and
3. Provides a briefing on the timeline and strategies of the consultation plan.

Motion Carried

For Motion: Crs Atkins, Byrne, Da Cruz, D'Arienzo, Drury, Griffiths, Howard, Langford, Lockie, Scott, Shetty, Smith, Stamolis, Stephens and Tsardoulis

Against Motion: Nil

Confidential Session

Motion: (Drury/Lockie)

That Council enter into Confidential session.

Motion Carried

For Motion: Crs Atkins, Byrne, Da Cruz, D'Arienzo, Drury, Griffiths, Howard, Langford, Lockie, Scott, Shetty, Smith, Stamolis, Stephens and Tsardoulis

Against Motion: Nil

That in accordance with Section 10A(1) of the *Local Government Act 1993*, the following matters be considered in Closed Session of Council for the reasons provided:

C0222(1) Item 23 RFT 06-21 Greenway In-Corridor Works Design and Construction Tender (Section 10A(2)(c) of the *Local Government Act 1993*) that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business.

C0222(1) Item 24 Paramatta Road Urban Amenity Improvement Program - Dot Lane Project Acquisition by agreement of an easement at the rear of 343-345 Parramatta Road, Leichhardt (Section 10A(2)(c) of the *Local Government Act 1993*) that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business.

Motion: (Lockie/Atkins)

That Council move back into the Open Session of the Council Meeting.

Motion Carried

For Motion: Crs Atkins, Byrne, Da Cruz, D'Arienzo, Drury, Griffiths, Howard, Langford, Lockie, Scott, Shetty, Smith, Stamolis, Stephens and Tsardoulis

Against Motion: Nil

REPORTS WITH CONFIDENTIAL INFORMATION

C0222(1) Item 23 RFT 06-21 Greenway In-Corridor Works Design and Construction Tender

Motion: (Drury/Griffiths)

That Council note the report and commit to completing the Greenway in this term of Council. However, Council defer consideration of the Tender to be considered at the next Council meeting after we have more advice on:

- a) Alternative funding sources if the state and federal government do not provide adequate financial grants to support the project;
- b) Councils current budget and debt position;
- c) Whether it was possible to get support from Sydney Water or any other source for the wetlands;

d) How the Arts program will be funded; and

e) On what additional steps Council could afford take to maximise the biodiversity and ecological value of the Greenway.

Motion Carried

For Motion: Crs Atkins, Byrne, Da Cruz, D'Arienzo, Drury, Griffiths, Howard, Langford, Lockie, Scott, Shetty, Smith, Stamolis, Stephens and Tsardoulis

Against Motion: Nil

C0222(1) Item 24 Paramatta Road Urban Amenity Improvement Program - Dot Lane Project Acquisition by agreement of an easement at the rear of 343-345 Parramatta Road, Leichhardt

Motion: (Drury/Scott)

That:

1. Confidential Attachments 1, 2, 3, 4, 5, 6, 7 and 8 to the report be treated as confidential in accordance with section 10A of the Local Government Act, 1993 as they relate to a matter or matters specified in sections 10A(2)(c) and (d)(ii) of that Act;
2. Council resolves to:
 - a) acquire by agreement an easement being a right of carriageway at the rear of 343-345 Parramatta Road, Leichhardt in accordance with the Draft Deposited Plan prepared by D Singh of Total Surveying Solutions Pty Ltd, dated 19 November 2021 and the S88B instrument setting out the terms of the easement (Easement) at Confidential Attachment 5 to the Report;
 - b) pay compensation to Western Prestige Pty Ltd of \$260,000 for the Easement and the additional associated costs of fencing, creating and registering the Easement, Western Prestige's legal and valuation fees and bank costs and Council's valuation fees;
3. Authorise the General Manager to sign all documents to acquire the Easement by agreement, any deeds setting out the terms and obligations of the parties, and register the Easement; and
4. Authorise the General Manager to negotiate a compensation amount up to \$50,000 for any other persons establishing an interest in the land as defined by the *Land Acquisition (Just Terms Compensation) Act 1991*.

Motion Carried

For Motion: Crs Atkins, Byrne, Da Cruz, D'Arienzo, Drury, Griffiths, Howard, Langford, Lockie, Scott, Shetty, Smith, Stamolis, Stephens and Tsardoulis

Against Motion: Nil

Procedural Motion (Lockie/Scott)

That the Second Quarter Budget Review for 2021/22 matter be considered urgently.

Motion Carried

For Motion: Crs Atkins, Byrne, Da Cruz, D'Arienzo, Drury, Griffiths, Howard, Langford, Lockie, Scott, Shetty, Smith, Stamolis, Stephens and Tsardoulis

Against Motion: Nil

The Chair, Councillor Byrne ruled this matter urgent.

Motion: (Drury/Da Cruz)

That the Second Quarter Budget Review for 2021/22 as attached to the minutes of the Council meeting 8 February 2022 be noted and determine whether it be adopted at the next Council meeting.

Motion Carried

For Motion: Crs Atkins, Byrne, Da Cruz, D'Arienzo, Drury, Griffiths, Howard, Langford, Lockie, Scott, Shetty, Smith, Stamolis, Stephens and Tsardoulis

Against Motion: Nil

Meeting closed at 10.46pm.

PUBLIC SPEAKERS:

Item #	Speaker	Suburb
<u>Item 1:</u>	Pat Anderson AO	Carlton
<u>Item 2:</u>	Brian Halstead	Spit Junction
<u>Item 7:</u>	Grantley Ingram	Bombala
<u>Item 13:</u>	Pip Hinman	Newtown
	Markela Panegyres	Newtown
	Brian Halstead	Spit Junction
<u>Item 16:</u>	Liz Locksley	Dulwich Hill
<u>Item 22:</u>	Liz Locksley	Dulwich Hill
<u>Item 23:</u>	Alex Lofts	Summer Hill

Tabling of Urgency Motion 2021/22 Second Quarter Budget Review

Subject: 2021/22 SECOND QUARTER BUDGET REVIEW

Prepared By: Daryl Jackson - Chief Financial Officer

Authorised By: Peter Livanes - Director Corporate

RECOMMENDATION

THAT the Second Quarter Budget Review for 2021/22 be adopted.

BACKGROUND

The Quarterly Budget Review Statement is a regular progress report prepared in accordance with the requirements of the Local Government Act 1993 (s404(5)) and Local Government Regulation 2004 (Cl203(2)), namely that the Responsible Accounting Officer report quarterly on a budget review statement to adequately disclose the Council's overall financial position.

DISCUSSION

This second quarter budget review has been built in line with the new reporting structure replacing the past structure. The reporting structure now includes twenty-nine service units, against the past sixteen reporting service units.

This report provides a comprehensive high-level overview of Council's financial position as at 31 December 2021. Any forecast results are projections as at 30 June 2022. Council has updated its projected budget result to \$32.3 million, this is an increase of \$11.6 million from the 2021/22 Adopted Budget. Excluding capital revenue, a deficit of \$6.9 million has been projected against the Adopted Budget Deficit of \$4.4 million.

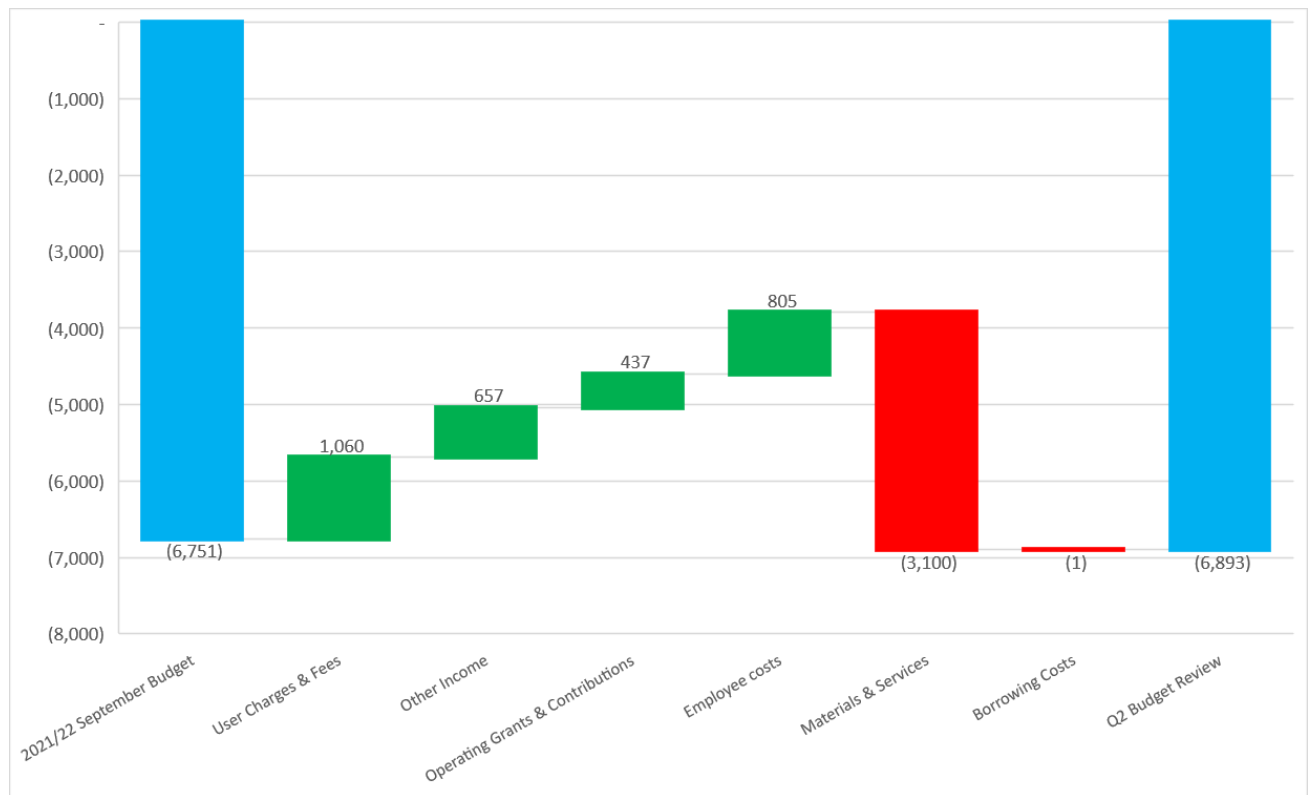
During the quarter, a detailed review of both operating and capital budgets have been undertaken reconfirming the budget projections for the current financial year.

The change in the Full Year Operating Budgeted Result Before Capital Grants and Contributions is predominantly due to:

- User Charges and Fees increased \$1.1m primarily reduce due to
 - Increase in revenue from aquatic services due to restrictions being eased early than projected as well as higher utilisation
 - Increase in revenue from restorations and road access income from higher-than-expected construction activity
 - Decrease in revenue for environmental compliance levy for the second half of the financial year due to change in regulation.
- Other Income has been adjusted by \$0.7m predominately to reflect year to results in the second quarter
- Employee Costs net reduction is allocated towards Materials and Services for contracted works in relation to restorations
- Increase in Material & Services to fund expenditure of agency costs (funded by vacant positions in Employee Costs), additional expenditure for restoration works (offset by revenue generated) and grant funded project expenditure.

The graph below at figure 1. illustrates these movements.

Figure 1. Changes in the Full Year Operating Budgeted Result Before Capital Grants and Contributions



Cash Flow forecasts of major projects will be monitored ensuring the expenditure remains in line with the budget. December 2021 year to date capital expenditure totals approximately \$19.9m.

Summary of Budget Movements

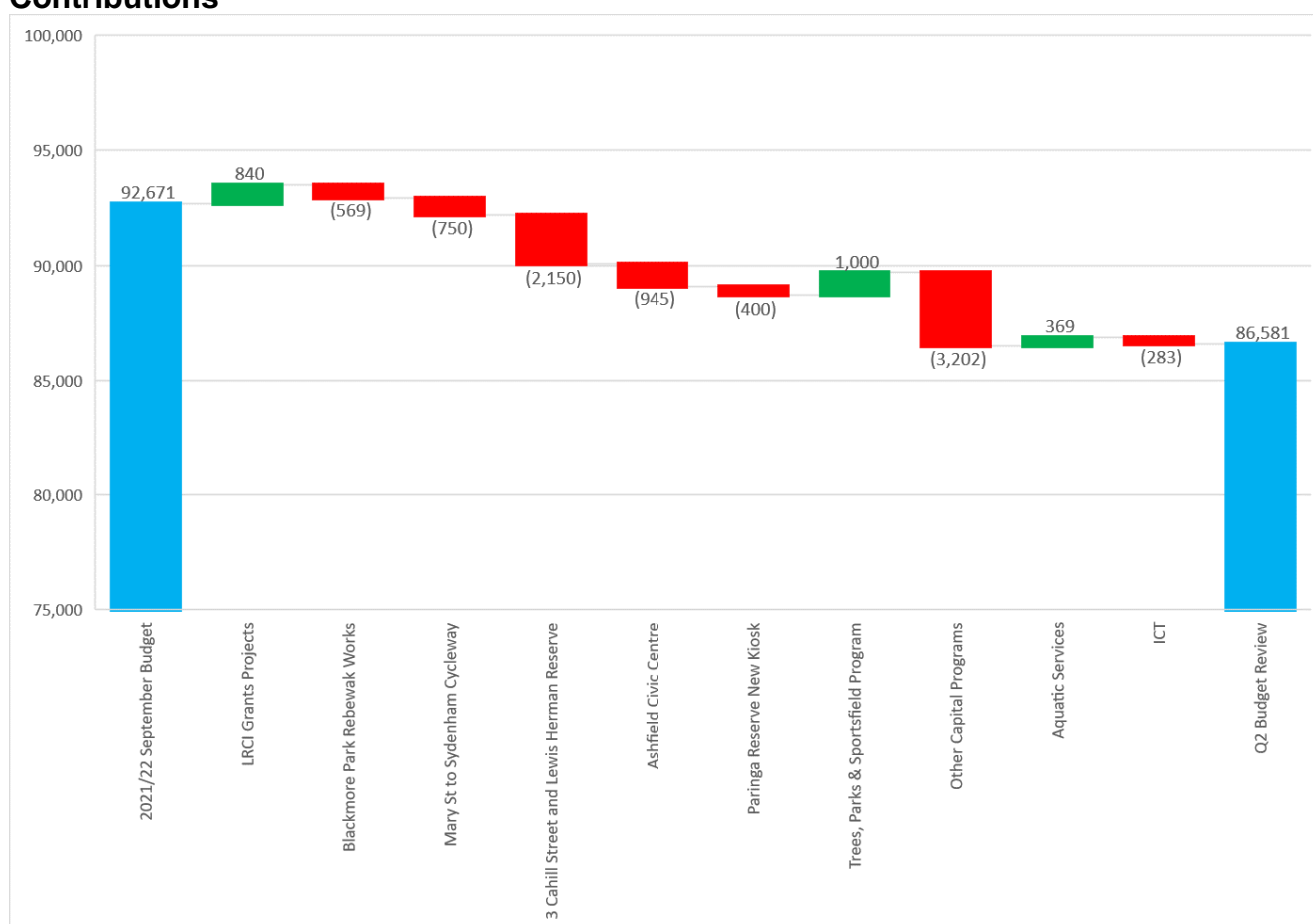
The following are key movements with a brief explanation and impact on Council's budget:

- Decreased Capital Expenditure \$6.1m is primarily due to deferral of projects to future years - refer to Item 1 in Attachment 1 and illustrated below in figure 2.
- Forecast Increase in revenue relating to User Charges & Fees -
 - Development Assessment – (\$0.6m) as a result of removal of environmental compliance levy for second half of financial year
 - Aquatics Services - \$1.1m as a result of earlier easing of restrictions and higher utilisation of aquatic facilities
 - Engineering Services - \$0.5m restorations and road access income from higher-than-expected construction activity.
- Forecast Increase in Other Income –
 - Parking & Ranger Services - \$0.6m to reflect year to dates results
- Forecast decrease in Capital Grants \$0.3m - Item 5 & 27 in Attachment 1.
- Forecast decrease in Employment Costs –

- Vacant positions moved to Material & Services to fund agency costs for the and vacant positions funding contractors for restoration works.
- Forecast increase in Materials and Services -
 - To fund expenditure of agency costs (funded by vacant positions in Employee Costs), additional expenditure for restoration works (offset by revenue generated) and grant funded project expenditure.

The Capital Budget will be reviewed throughout the financial year on an ongoing basis with the capital works managers. Changes to the Capital Works will be brought to Council through future QBRs. The graph at figure 2. reflects changes in the timing of projects. Details can be found within the December 2021 QBRs Movement (attached)

Figure 2. Changes in the Full Year Capital Budget including Capital Grants and Contributions



Responsible Accounting Officer Budget Review Statement

Section 203(2) of the Local Government (General) Regulation 2021 requires a report by Council's responsible accounting officer regarding the Council's financial position at the end of each quarter. The following statement is made in accordance with this clause.

"It is in my opinion that the Budget Review Statement for Inner West Council for the period ending 31 December 2021 indicates that Council's projected financial position at 30 June will be satisfactory, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure."

Daryl Jackson, Chief Financial Officer (Responsible Accounting Officer)
- Inner West Council

ATTACHMENTS

1. December 2021 QBRs Financial Statements & Movements

December 2021 QBRs Financial Statements & Movements.

1) Primary Financial Statement

Description	Original Budget \$'000	Approved Changes September \$'000	Current Budget \$'000	Proposed Adjustments \$'000	Forecast Budget \$'000	Actual YTD \$'000
Income						
Rates & General Revenue	123,703	-	123,703	-	123,703	62,572
User Charges & Fees	45,071	(7,452)	37,619	1,060	38,679	18,413
Domestic Waste Charge	37,459	-	37,459	-	37,459	18,850
Interest Income	4,205	(242)	3,963	-	3,963	1,524
Other Income	22,342	(5,533)	16,809	657	17,466	5,773
Operating Grants & Contributions	10,006	(101)	9,905	437	10,342	3,135
Capital Grants & Contributions	25,054	14,471	39,525	(323)	39,202	9,734
Profit or Loss on Disposal	(1,606)	-	(1,606)	-	(1,606)	293
Total Income	266,234	1,143	267,377	1,831	269,208	120,294
Expense						
Employee costs	120,930	(10,265)	110,665	(805)	109,860	57,786
Materials & Services	55,699	20,496	76,195	3,100	79,295	33,133
Borrowing Costs	979	-	979	1	980	501
Depreciation & Amortisation	31,983	-	31,983	-	31,983	16,045
Other Expenses	35,984	(21,203)	14,781	-	14,781	7,233
Total Expense	245,575	(10,972)	234,603	2,296	236,899	114,698
Operating Surplus/(Deficit)	20,659	12,115	32,774	(465)	32,309	5,596
Operating Surplus/(Deficit) before Capital	(4,395)	(2,356)	(6,751)	(142)	(6,893)	(4,138)
Capital Expenditure						
Capital Works Program	91,664	(2,051)	89,613	(6,090)	83,523	18,359
Loan Principal	3,058	-	3,058	-	3,058	1,517
Total Capital Expenditure	94,722	(2,051)	92,671	(6,090)	86,581	19,876
Funding						
Net Working Capital Drawdown	38,914	(14,166)	24,748	(5,625)	19,123	(42,081)
Net Overheads Reallocation	-	-	-	-	-	-
Depreciation Contra	35,149	-	35,149	-	35,149	16,507
Total Funding	74,063	(14,166)	59,897	(5,625)	54,272	(25,574)
Net Budget Position	-	-	-	-	-	(39,854)

2) December 2021 QBRs Movements

Item	Description	\$'000 Movement
	Income	
	User Charges & Fees	
2	Increased Revenue - Aquatic Services	1,055
5	Increased Revenue - Capital Projects	25
7	Increased Revenue - Civil Maintenance	60
16	Decreased Revenue - Development Assessment	(625)
17	Increased Revenue - Engineering Services	490
42	Increased Revenue - Urban Forest	55
		1,060
	Other Income	
5	Increased Revenue - Capital Projects	77
29	Increased Revenue - Parking & Ranger Services	600
32	Decreased Revenue - People & Culture	(20)
		657
	Capital Grants & Contributions	
5	Decreased Revenue - Capital Projects	(344)
27	Increased Revenue - Living Arts	21
		(323)
	Operating Grants & Contributions	
5	Increased Revenue - Capital Projects	107
7	Increased Revenue - Civil Maintenance	100
27	Increased Revenue - Living Arts	10
40	Increased Revenue - Traffic & Transport Planning	100
42	Increased Revenue - Urban Forest	120
		437
	Total Income	1,831

Item	Description	\$'000 Movement
	Operating Expenditure	
	Employee costs	
2	Increased Expenditure - Aquatic Services	623
3	Increased Expenditure - Building Certification	118
4	Increased Expenditure - Business Excellence	130
5	Decreased Expenditure - Capital Projects	(87)
6	Decreased Expenditure - Children's Services	(1,713)
7	Decreased Expenditure - Civil Maintenance	(466)
8	Increased Expenditure - Communications, Engagement & Corporate Strategy	36
9	Decreased Expenditure - Community Centres	(31)
10	Decreased Expenditure - Community Management	(44)
11	Decreased Expenditure - Community Venues	(16)
12	Decreased Expenditure - Community Wellbeing	(99)
13	Increased Expenditure - Corporate Management	36
14	Increased Expenditure - Corporate Support Services	4,400
15	Decreased Expenditure - Customer Service	(64)
16	Decreased Expenditure - Development Assessment	(30)
17	Increased Expenditure - Engineering Services	81
18	Decreased Expenditure - Environmental Health & Building Regulation	(76)
19	Decreased Expenditure - Events	(89)
20	Decreased Expenditure - Facilities Management	(397)
21	Decreased Expenditure - Finance	(109)
22	Increased Expenditure - Governance & Risk	98
23	Decreased Expenditure - ICT	(362)
24	Decreased Expenditure - Infrastructure Management	(9)
25	Decreased Expenditure - Legal Services	(128)
26	Decreased Expenditure - Libraries and History	(269)
28	Decreased Expenditure - Major Projects	(29)
29	Decreased Expenditure - Parking & Ranger Services	(271)
30	Decreased Expenditure - Parks and Streetscapes Operations	(824)
31	Decreased Expenditure - Parks Planning and Recreation	(28)
32	Decreased Expenditure - People & Culture	(27)
33	Decreased Expenditure - Planning Management	(204)
34	Decreased Expenditure - Procurement	(45)
35	Decreased Expenditure - Properties & Strategic Investments	(35)
36	Increased Expenditure - Resource Recovery	31
37	Decreased Expenditure - Resource Recovery Planning	(115)
38	Increased Expenditure - Social and Cultural Planning	33
39	Decreased Expenditure - Strategic Planning	(383)
41	Decreased Expenditure - Urban Ecology	(274)
42	Decreased Expenditure - Urban Forest	(102)
43	Decreased Expenditure - Urban Sustainability	(65)
		(805)
	Materials & Services	
2	Decreased Expenditure - Aquatic Services	(127)
4	Decreased Expenditure - Business Excellence	(25)
6	Increased Expenditure - Children's Services	1,348
7	Increased Expenditure - Civil Maintenance	627
14	Decreased Expenditure - Corporate Support Services	(189)
17	Increased Expenditure - Engineering Services	720
23	Decreased Expenditure - ICT	(47)
30	Increased Expenditure - Parks and Streetscapes Operations	829
32	Decreased Expenditure - People & Culture	(255)
40	Increased Expenditure - Traffic & Transport Planning	100
42	Increased Expenditure - Urban Forest	120
43	Decreased Expenditure - Urban Sustainability	(1)
		3,100
	Borrowing Costs	
2	Increased Expenditure - Aquatic Services	1
		1
	Total Operating Expenditure	2,296

Item	Description	\$'000 Movement
	Capital Expenditure	
	Materials & Contracts	
2	Increased Expenditure - Aquatic Services	369
5	Decreased Expenditure - Capital Projects	(6,176)
23	Decreased Expenditure - ICT	(283)
		(6,090)
	Total Capital Expenditure	(6,090)
	Net Working Capital Drawdown	
2	Decrease - Aquatic Services	(189)
3	Increase - Building Certification	118
4	Increase - Business Excellence	105
5	Decrease - Capital Projects	(6,128)
6	Decrease - Children's Services	(365)
7	Increase - Civil Maintenance	1
8	Increase - Communications, Engagement & Corporate Strategy	36
9	Decrease - Community Centres	(31)
10	Decrease - Community Management	(44)
11	Decrease - Community Venues	(16)
12	Decrease - Community Wellbeing	(99)
13	Increase - Corporate Management	36
14	Increase - Corporate Support Services	4,211
15	Decrease - Customer Service	(64)
16	Increase - Development Assessment	595
17	Increase - Engineering Services	311
18	Decrease - Environmental Health & Building Regulation	(76)
19	Decrease - Events	(89)
20	Decrease - Facilities Management	(397)
21	Decrease - Finance	(109)
22	Increase - Governance & Risk	98
23	Decrease - ICT	(692)
24	Decrease - Infrastructure Management	(9)
25	Decrease - Legal Services	(128)
26	Decrease - Libraries and History	(269)
27	Decrease - Living Arts	(31)
28	Decrease - Major Projects	(29)
29	Decrease - Parking & Ranger Services	(871)
30	Increase - Parks and Streetscapes Operations	5
31	Decrease - Parks Planning and Recreation	(28)
32	Decrease - People & Culture	(262)
33	Decrease - Planning Management	(204)
34	Decrease - Procurement	(45)
35	Decrease - Properties & Strategic Investments	(35)
36	Increase - Resource Recovery	31
37	Decrease - Resource Recovery Planning	(115)
38	Increase - Social and Cultural Planning	33
39	Decrease - Strategic Planning	(383)
40	Increase - Traffic & Transport Planning	0
41	Decrease - Urban Ecology	(274)
42	Decrease - Urban Forest	(157)
43	Decrease - Urban Sustainability	(66)
	Total Net Working Capital Drawdown	(5,625)

ITEM 1 – Capital Projects Movement from September QBRS

Item	Description	2021-22 \$'000 Movement	Commentary
1		(6,090)	
	Capital Projects		
	Regional Roads Renewal	(550)	Projects deferred with grant submissions expected for future years.
	Local Roads Renewal	728	Inclusion of additional projects funded by the Local Roads & Community Infrastructure Grants.
	Kerb & Gutter Renewal	450	Inclusion of additional projects funded by the Local Roads & Community Infrastructure Grants.
	Roadside Furniture	(200)	Roadside furniture replacement deferred to future years to allow for planning.
	Footpaths Renewal	(147)	Deferral of various projects due to WestConnex.
	Footpaths Upgrade	(200)	Design to be completed for Pritchard St & Bayview Cres Stone Wall Block in 2021/22 financial year with construction in 2022-23 financial year.
	Traffic Facilities	50	Church Street rollover kerb added per LTC1120 Item 8 (Nov20), Richmond Avenue Landscape Blister added per LTC0921(1) Item 3 (Sep21) and Richardson Crescent deferred.
	Stormwater Renewal	92	Inclusion of the reline pipeline at Ness Avenue.
	Cycleways	(1,115)	<ul style="list-style-type: none"> • (\$120k) RR02 (West Street) deferred to 2022/23 with intention of grant application to be submitted. • (\$45k) RR04 (Cardigan Street) deferred to 2023-24 as low priority. • (\$750k) Mary St to Sydenham Cycleway WestConnex delays due to traffic light signal approval. • (\$200k) Ashfield bicycle logos transferred to operating expenditure.
	Car Parks	(165)	Concordia Club Carpark deferred to 2023/24 financial year to allow for plans of management.
	Trees, Parks & Sportfields	1,000	Bringing forward from 2022/23 financial year \$1m for Greenway.
	Parks Capital and Assets Capital	(1,310)	<ul style="list-style-type: none"> • \$840k Additional sites for park footpath renewal funded by the Local Roads & Community Infrastructure Grants. • (\$2,150) Adjust timing of 3 Cahill Street and Lewis Herman Reserve funded by Public Spaces Legacy Grant.
	Sea Walls Capital	(70)	Valuation of seawalls transferred to operating expense.
	Capital Program Children and Family Services	(129)	<ul style="list-style-type: none"> • (\$234k) Deborah Little Early Learning Centre upgrade rephased 30% for works in current financial year and 70% during shut down in 2022/23 financial year. • \$200k Globe Wilkins OSHC refurbishment budget adjustment per Councillor briefing note 24/11/2021. • (\$125k) Tillman Park CCC rephase non urgent toilet upgrade to future year. • \$30k Globe Wilkins OSHC ICT upgrade budget adjustment per quotes provided.
	Capital Program Community Services	(472)	<ul style="list-style-type: none"> • (\$220k) Leichhardt Town Hall renewal works rephased to 2022/23 financial year for external lighting. Project delayed by Summer Hill Reuse Centre. • (\$302k) Balmain Town Hall Site renewal works budget held for design work in 2022/23 financial year with remaining phased to 2022/23 financial year. • (\$100k) Stone Villa renewal works rephased to 2022/23 financial year. • \$350k Tom Foster Community Centre renewal works additional budget needed for construction work. • (\$100k) Marrickville Town hall internal refurbishment rephased consultancy budget to 2022/23 financial year for feasibility coordinated with EOI. Rephased construction to 2023/24 & 2022/25 financial year. • (\$100k) St Peters Town hall internal refurbishment rephased to 2022/23 financial year.
	Capital Program Library Services	(413)	Stanmore Branch Library renewal works is pending CANS proposals for library relocation. Rephased to 2025/26 financial year to allow for planning.
	Capital Program Property & Assets	(2,699)	<ul style="list-style-type: none"> • (\$320k) Purchase right of way (Paringa Reserve Land) not required per adopted PoM. • (\$945k) Ashfield Civic Centre upgrade works, retained \$30k for consultants in 2021/22 financial year. Rephased balance to 2022/23 financial year for construction with completion by Summer 2022. • (\$400k) Paringa Reserve Elliot St New Kiosk, retained \$43k in 2021/22 financial year for design and development application with balance rephased to 2022/23 financial year for construction. • (\$200k) Blackmore Park SES building renewal works deferred to 2022/23 financial year to allow for WestConnex monitoring of building. Rephased to 2022/23 financial year for design 10%, remaining 2023/24 financial year for construction. • (\$29k) Café Bones Hawthorne Canal Reserve renewal works rephased to 2022/23 financial year to allow for review. • (\$100k) Gladstone Park upgrade works budget moved to new toilet program project. 2023/24 financial year budget retained for bowling club renewal. • (\$100k) Annandale Town Hall Community Centre refurbishment rephase \$100k to 2022/23 financial year for design balance rephased 2023/24 financial year. • (\$50k) Ashfield Council Depot admin office rephased to 2022/23 financial year for possible follow up works and Reuse Centre/Green Living Centre. • (\$300k) Ashfield Park Begonia House project not required. Funds reallocated to other unfunded projects. • (\$10k) Callan Park Recreational Hall refurbishment rephased to 2025/26 financial year with Callan Park storage upgrade. • (\$60k) Leichhardt Depot Amenities Block retained \$30k for design and rephased balance to 2022/23 financial year for construction. • (\$185k) Ashfield Early Learning Centre refurbishment rephased \$185k to 2022/23 financial year for soft fall, toilet and door renewal.

Item	Description	2021-22 \$'000 Movement	Commentary
1	Capital Program Trees Parks & Sportsfield	(1,026)	<ul style="list-style-type: none"> • \$150k Pioneers Memorial Park renewal works, additional budget required to meet design scope for relocated 3 cubicle facilities, water harvesting, heritage and archaeological requirements. • (\$127k) Camperdown Memorial Rest new toilet rephased to 2022/23 financial year for final contract payments. • (\$130k) Birchgrove Park renewal works rephased to 2022/23 financial year for design and construction. • (\$569k) Blackmore Park renewal works deferred to allow for WestConnex monitoring (SES) of building. Design in 2022/23 financial year and construction in 2023/24 financial year. • (\$200k) Henson Park Charlie Meader Gates and other refurbishments rephased to 2022/23 financial year for building upgrade. • (\$200k) Tempe Reserve Alexandra Canal Amenities rephased to 2022/23 financial year for planning with possibly new modular building. • \$50k inclusion of Gladstone Park new public toilet design costs.
ICT			
	ICT Applications	(241)	<ul style="list-style-type: none"> • (\$153k) Booking system project classified as operating expenditure per accounting guidelines. • (\$50k) systems integrations project classified as operating expenditure per accounting guidelines. • (\$38k) ITSM 2 project classified as operating expenditure per accounting guidelines.
	ICT Infrastructure	330	Inclusion of Council approved WAN links renewal project for hardware costs required for the migration of WAN services.
	ICT Collaboration	(122)	<ul style="list-style-type: none"> • \$10k ICT collaboration solution and integrate to Call Centre and EDMS • (\$41k) Customer Portal rephased to 2022/23 financial year for new modules built on Council platform. • (\$70k) Intranet project rephased to 2022/23 financial year to complete new intranet solution. • (\$21k) Website phase 2 single customer portal payment gateway is covered by another project and budget removed.
	ICT Security	(250)	<ul style="list-style-type: none"> • (\$40k) 3rd part application patching consolidated to one security project and phased to future years. • (\$20k) Windows server upgrades consolidated to one security project and phased to future years. • (\$120k) Design and implement Council systems monitoring solution consolidated to one security project and phased to future years. • (\$70k) Security project rephased to 2022/23 financial year for purchase, build and deploy new security solutions.
Aquatic Services			
	Annette Kellerman Aquatic Leisure Centre	311	ICT setup required for location.
	Fanny Durack Aquatic Centre	58	ICT setup required for location.

ITEM 2 – Aquatic Services

Increase User Charges & Fees	\$1,055k
Increase Employee Costs	\$623k
Decrease Materials & Services	\$127k
Increase Borrowing Costs	\$1k
Increase Capital Expenditure	\$369k
Decrease Transfer from Net Working Funds	\$189k

- Increase in user fees & charges due to increased aquatic centre entries as restrictions eased from the middle of October 2021.
- Employee costs decrease due to salary alignment to actuals for December year to date and additional casual staff required in quarter two due to increased demand of aquatic services.
- Cleaning and security service of the Ashfield Aquatic Centre reduction to reflect the reduced service from when the aquatic centre was closed from July 2021 to October 2021.

ITEM 3 - Building Certification

Increase Employee Costs	\$118k
Increase Transfer from Net Working Funds	\$118k

- Employee costs decrease due to salary alignment to actuals for December year to date.

ITEM 4 – Business Excellence

Increase Employee Costs	\$130k
Decrease Materials & Services	\$25k
Increase Transfer from Net Working Funds	\$105k

- Increase in employee costs due to the transfer of employee position budget from Communications, Engagement & Corporate Strategy.
- Due to COVID-19, delay in commencing project resulting in decrease in materials & services expenditure.

ITEM 5 – Capital Projects

Increase User Charges & Fees	\$25k
Increase Other Income	\$77k
Decrease Capital Grants & Contributions	\$344k
Increase Operating Grants & Contributions	\$107k
Decrease Employee Costs	\$87k
Decrease Capital Expenditure	\$6,176k
Decrease Transfer from Net Working Funds	\$6,128k

- Increase in user charges & fees due to restorations income received to partially fund Sadlier Street restoration and renewal works.
- Increase in other income due to recognising the streetlighting energy savings received in the second quarter.
- Capital grants & contributions movement due to
 - \$1,785k Local Roads & Community Infrastructure Grants recognised in the second quarter.
 - (\$1,689k) Mary Street to Sydenham Cycleway WestConnex grant delayed due to traffic light signal as grants are received upon completion of the project.
 - (\$275k) Regional Road Repair Grants to be submitted in future years.
 - (\$165k) Cycleway grants to be submitted in future years.
- Operating grants and contributions reduction due to the Regional Road Repair Program Supplementary component.
- Employee costs decrease due to salary alignment to actuals for December year to date.

ITEM 6 – Children's Services

Decrease Employee Costs	\$1,713k
Increase Materials & Services	\$1,348k
Decrease Transfer from Net Working Funds	\$365k

- Employee costs decrease due to salary alignment to actuals for December year to date.
- Increase in agency staff costs to fill vacant roles or staff on leave, funded from employee costs.

ITEM 7 - Civil Maintenance

Increase User Charges & Fees	\$60k
Increase Operating Grants & Contributions	\$100k
Decrease Employee Costs	\$466k
Increase Materials & Services	\$627k
Increase Transfer from Net Working Funds	\$1k

- Increase in user charges and fees due to higher restoration income received.
- Increase in operating grants to complete works for marking with focus on schools and pedestrian facilities funded by Local Roads & Community Infrastructure Grants.
- Decrease in employee costs offset by increase in contractors to backfill open positions.

ITEM 8 - Communications, Engagement & Corporate Strategy

Increase Employee Costs	\$36k
Increase Transfer from Net Working Funds	\$36k

- Employee cost increase because of the inclusion of the external grants officer role.

ITEM 9 – Community Centres

Decrease Employee Costs	\$31k
Decrease Transfer from Net Working Funds	\$31k

- Employee costs decrease due to salary alignment to actuals for December year to date.

ITEM 10 - Community Management

Decrease Employee Costs	\$44k
Decrease Transfer from Net Working Funds	\$44k

- Employee costs decrease due to salary alignment to actuals for December year to date.

ITEM 11 – Community Venues

Decrease Employee Costs	\$16k
Decrease Transfer from Net Working Funds	\$16k

- Employee costs decrease due to salary alignment to actuals for December year to date.

ITEM 12 – Community Wellbeing

Decrease Employee Costs	\$99k
Decrease Transfer from Net Working Funds	\$99k

- Employee costs decrease due to salary alignment to actuals for December year to date.

ITEM 13 – Corporate Management

Increase Employee Costs	\$36k
Increase Transfer from Net Working Funds	\$36k

- Employee costs increase due to salary alignment to actuals for December year to date.

ITEM 14 - Corporate Support Services

Increase Employee Costs	\$4,400k
Decrease Materials & Services	\$189k
Increase Transfer from Net Working Funds	\$4,211k

- Employee costs increase due to salary alignment to actuals for December year to date across Council offset against vacancy target.
- Reduction in material and services due to rephasing operating project to 2022/23 financial year.

ITEM 15 - Customer Service

Decrease Employee Costs	\$64k
Decrease Transfer from Net Working Funds	\$64k

- Employee costs decrease due to salary alignment to actuals for December year to date.

ITEM 16 - Development Assessment

Decrease User Charges & Fees	\$625k
Decrease Employee Costs	\$30k
Increase transfer from Net Working funds	\$595k

- Decrease in user charges and fees due to the removal of environment compliance levy revenue from January 2022 per regulation change.
- Employee costs decrease due to salary alignment to actuals for December year to date.

ITEM 17 - Engineering Services

Increase User Charges & Fees	\$490k
Increase Employee Costs	\$81k
Increase Materials & Services	\$720k
Increase Transfer from Net Working Funds	\$311k

- Increase in user charges and fees due to road access income increasing from higher construction activity.
- Increase in employee costs from an additional temporary position because of increased workload demand.
- Materials and services movement due to:
 - Asset management plan update funded from Council salary savings.
 - Agency staff and contractors balanced with Council salary savings and increase in revenue.
 - Valuation of seawalls transferred from capital to operating expenditure due to classification of works.

ITEM 18 - Environmental Health & Building Regulation

Decrease Employee Costs	\$76k
Decrease Transfer from Net Working Funds	\$76k

- Employee costs decrease due to salary alignment to actuals for December year to date.

ITEM 19 - Events

Decrease Employee Costs	\$89k
Decrease Transfer from Net Working Funds	\$89k

- Employee costs decrease due to salary alignment to actuals for December year to date.

ITEM 20 - Facilities Management

Decrease Employee Costs	\$397k
Decrease Transfer from Net Working Funds	\$397k

- Employee costs decrease due to salary alignment to actuals for December year to date.

ITEM 21 - Finance

Decrease Employee Costs	\$109k
Decrease Transfer from Net Working Funds	\$109k

- Employee costs decrease due to salary alignment to actuals for December year to date.

ITEM 22 - Governance & Risk

Increase Employee Costs	\$98k
Increase Transfer from Net Working Funds	\$98k

- Employee costs increase due to salary alignment to actuals for December year to date.

ITEM 23 - ICT

Decrease Employee Costs	\$362k
Decrease Materials & Services	\$47k
Decrease Capital Expenditure	\$283k
Decrease Transfer from Net Working Funds	\$692k

- Employee costs decrease due to salary alignment to actuals for December year to date.
- Materials and Services decrease due to moving archiving and storage budget to corporate support.

ITEM 24 - Infrastructure Management

Decrease Employee Costs	\$9k
Decrease Transfer from Net Working Funds	\$9k

- Employee costs decrease due to salary alignment to actuals for December year to date.

ITEM 25 - Legal Services

Decrease Employee Costs	\$128k
Decrease Transfer from Net Working Funds	\$128k

- Employee costs decrease due to salary alignment to actuals for December year to date.

ITEM 26 - Libraries and History

Decrease Employee Costs	\$269k
Decrease Transfer from Net Working Funds	\$269k

- Employee costs decrease due to salary alignment to actuals for December year to date.

ITEM 27 – Living Arts

Increase Capital Grants & Contributions	\$21k
Increase Operating Grants & Contributions	\$10k
Decrease Transfer from Net Working Funds	\$31k

- Capital and operating grants increase to align actuals received relating to Street Arts and WestConnex arts projects.

ITEM 28 – Major Projects

Decrease Employee Costs	\$29k
Decrease Transfer from Net Working Funds	\$29k

- Employee costs decrease due to salary alignment to actuals for December year to date.

ITEM 29 - Parking & Ranger Services

Increase Other Income	\$600k
Decrease Employee Costs	\$271k
Decrease Transfer from Net Working Funds	\$871k

- Other income increases to reflect second quarter revenue received.
- Employee costs decrease due to salary alignment to actuals for December year to date.

ITEM 30 – Parks and Streetscapes Operations

Decrease Employee Costs	\$824k
Increase Materials & Services	\$829k
Increase Transfer from Net Working Funds	\$5k

- Employee costs decrease due to salary alignment to actuals for December year to date.
- Increase in agency staff costs to fill vacant roles, funded from employee costs.

ITEM 31 - Parks Planning and Recreation

Decrease Employee Costs	\$28k
Decrease Transfer from Net Working Funds	\$28k

- Employee costs decrease due to salary alignment to actuals for December year to date.

ITEM 32 - People & Culture

Decrease Other Income	\$20k
Decrease Employee Costs	\$27k
Decrease Materials & Services	\$255k
Decrease Transfer from Net Working Funds	\$262k

- Other income decreases to reflect actual revenue received.
- Employee costs decrease due to salary alignment to actuals for December year to date.
- Materials & services decrease due to delay in recruiting trainee staff for Council.

ITEM 33 – Planning Management

Decrease Employee Costs	\$204k
Decrease Transfer from Net Working Funds	\$204k

- Employee costs decrease due to salary alignment to actuals for December year to date.

ITEM 34 - Procurement

Decrease Employee Costs	\$45k
Decrease Transfer from Net Working Funds	\$45k

- Employee costs decrease due to salary alignment to actuals for December year to date.

ITEM 35 - Properties & Strategic Investments

Decrease Employee Costs	\$35k
Decrease Transfer from Net Working Funds	\$35k

- Employee costs decrease due to salary alignment to actuals for December year to date.

ITEM 36 – Resource Recovery

Increase Employee Costs	\$98k
Increase Transfer from Net Working Funds	\$98k

- Employee costs increase due to salary alignment to actuals for December year to date.

ITEM 37 – Resource Recovery Planning

Decrease Employee Costs	\$115k
Decrease Transfer from Net Working Funds	\$115k

- Employee costs decrease due to salary alignment to actuals for December year to date.

ITEM 38 – Social and Cultural Planning

Increase Employee Costs	\$33k
Increase Transfer from Net Working Funds	\$33k

- Employee costs increase due to salary alignment to actuals for December year to date.

ITEM 39 – Strategic Planning

Decrease Employee Costs	\$383k
Decrease Transfer from Net Working Funds	\$383k

- Employee costs decrease due to salary alignment to actuals for December year to date.

ITEM 40 – Traffic & Transport Planning

Increase Operating Grants & Contributions	\$100k
Increase Materials & Services	\$100k
Increase Transfer from Net Working Funds	\$0k

- Allocation of revenue and expenditure relating to the Ashfield bicycle logos funded by Local Roads & Community Infrastructure Grants.

ITEM 41 – Urban Ecology

Decrease Employee Costs	\$274k
Decrease Transfer from Net Working Funds	\$274k

- Employee costs decrease due to salary alignment to actuals for December year to date.

ITEM 42 – Urban Forest

Increase User Charges & Fees	\$55k
Increase Operating Grants & Contributions	\$120k
Decrease Employee Costs	\$102k
Increase Materials & Services	\$120k
Decrease Transfer from Net Working Funds	\$157k

- Increase in user charges & fees due to additional tree application revenue.
- Increase in operating grants to fund tree maintenance expenditure.
- Employee costs decrease due to salary alignment to actuals for December year to date.

ITEM 43 – Urban Sustainability

Decrease Employee Costs	\$65k
Decrease Materials & Services	\$1k
Decrease Transfer from Net Working Funds	\$66k

- Employee costs decrease due to salary alignment to actuals for December year to date.

3) COVID-19 Impact

Description	September QBRs			December QBRs		Amended COVID-19 Impact \$'000
	Reduction in Revenue	Reduction in Expenses	COVID-19 Impact	Reduction in Revenue	Reduction in Expenses	
	\$'000	\$'000	\$'000	\$'000	\$'000	
Parking Fines	4,778	-	4,778	(600)		4,178
Children Services	1,554	-	1,554			1,554
Parking Meters	1,318	(29)	1,289			1,289
Aquatic Centres	4,296	(3,059)	1,237	(1,055)	496	678
Sports Field Hire	450	(60)	390			390
Community Venue	159	(98)	61			61
Council Property Leases	47	-	47			47
Council Property Leases	39	-	39			39
Debt Collection for Rates Recovery	175	(151)	24			24
Centre Hire	52	(63)	(11)			(11)
Total Reduction of Income	12,868	(3,460)	9,408	(1,655)	496	8,249
Less: Council Savings						
Employee Costs			(7,563)		1,159	(6,404)
Materials & Services			(1,681)			(1,681)
Total Council Savings			(9,244)			(8,085)
Estimated Loss of Revenue from COVID-19			164			164

4) Summary Profit & Loss Statement

Description	Original Budget	Approved Changes September	Current Budget	Proposed Adjustments	Forecast Budget	Actual YTD
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Income						
Rates & General Revenue	123,703	-	123,703	-	123,703	62,572
User Charges & Fees	45,071	(7,452)	37,619	1,060	38,679	18,413
Domestic Waste Charge	37,459	-	37,459	-	37,459	18,850
Interest Income	4,205	(242)	3,963	-	3,963	1,524
Other Income	22,342	(5,533)	16,809	657	17,466	5,773
Operating Grants & Contributions	10,006	(101)	9,905	437	10,342	3,135
Capital Grants & Contributions	25,054	14,471	39,525	(323)	39,202	9,734
Profit or Loss on Disposal	(1,606)	-	(1,606)	-	(1,606)	293
Total Income	266,234	1,143	267,377	1,831	269,208	120,294
Expense						
Employee costs	120,930	(10,265)	110,665	(805)	109,860	57,786
Materials & Services	55,699	20,496	76,195	3,100	79,295	33,133
Borrowing Costs	979	-	979	1	980	501
Depreciation & Amortisation	31,983	-	31,983	-	31,983	16,045
Other Expenses	35,984	(21,203)	14,781	-	14,781	7,233
Total Expense	245,575	(10,972)	234,603	2,296	236,899	114,698
Operating Surplus/(Deficit)	20,659	12,115	32,774	(465)	32,309	5,596
Operating Surplus/(Deficit) before Capital	(4,395)	(2,356)	(6,751)	(142)	(6,893)	(4,138)

5) Service Unit P&L Summary

Description	Original Budget \$'000	Approved Changes September \$'000	Current Budget \$'000	Proposed Adjustments \$'000	Forecast Budget \$'000	Actual YTD \$'000
Income						
Aquatic Services	12,664	(4,295)	8,369	1,055	9,424	3,391
Building Certification	804	-	804	-	804	345
Capital Projects	16,840	14,434	31,274	(135)	31,139	5,059
Children's Services	18,655	(1,554)	17,101	-	17,101	8,309
Civil Maintenance	3,272	-	3,272	160	3,432	1,581
Community Centres	134	(52)	82	-	82	26
Community Venues	277	(159)	118	-	118	29
Community Wellbeing	309	(11)	298	-	298	222
Corporate Support Services	139,583	(464)	139,119	(20)	139,099	70,067
Development Assessment	4,671	-	4,671	(625)	4,046	3,201
Economic Development	197	-	197	-	197	-
Engineering Services	3,433	-	3,433	490	3,923	2,169
Environmental Health & Building Regulation	1,405	(56)	1,349	-	1,349	357
Events	45	-	45	-	45	(1)
Facilities Management	69	(39)	30	-	30	53
Libraries and History	603	-	603	-	603	13
Living Arts	6	(1)	5	31	36	35
Major Projects	7,460	-	7,460	-	7,460	3,271
Parking & Ranger Services	14,056	(4,778)	9,278	600	9,878	2,964
Parks and Streetscapes Operations	-	-	-	-	-	1
Parks Planning and Recreation	1,149	(450)	699	-	699	26
Resource Recovery	35,550	(81)	35,469	-	35,469	17,741
Resource Recovery Planning	220	(81)	139	-	139	38
Strategic Planning	1,525	-	1,525	-	1,525	616
Traffic & Transport Planning	3,183	(1,318)	1,865	100	1,965	643
Urban Ecology	14	48	62	-	62	38
Urban Forest	110	-	110	175	285	100
Total Income	266,234	1,143	267,377	1,831	269,208	120,294
Expense						
Aquatic Services	17,346	(3,059)	14,287	497	14,784	6,147
Building Certification	766	-	766	118	884	441
Capital Projects	6,590	20	6,610	(87)	6,523	3,046
Children's Services	18,598	169	18,767	(365)	18,402	8,886
Civil Maintenance	19,122	-	19,122	161	19,283	9,272
Community Centres	759	(63)	696	(31)	665	281
Community Venues	2,594	7	2,601	(16)	2,585	996
Community Wellbeing	2,679	(43)	2,636	(99)	2,537	1,113
Corporate Support Services	51,695	(9,018)	42,677	3,157	45,834	27,980
Development Assessment	6,372	-	6,372	(30)	6,342	3,266
Economic Development	857	88	945	-	945	356
Engineering Services	4,187	-	4,187	801	4,988	2,524
Environmental Health & Building Regulation	3,749	(5)	3,744	(76)	3,668	2,050
Events	1,438	-	1,438	(89)	1,349	314
Facilities Management	10,116	(455)	9,661	(397)	9,264	5,453
Libraries and History	12,196	231	12,427	(269)	12,158	4,892
Living Arts	1,569	52	1,621	-	1,621	549
Major Projects	984	-	984	(29)	955	386
Parking & Ranger Services	9,441	(31)	9,410	(271)	9,139	3,862
Parks and Streetscapes Operations	20,513	-	20,513	5	20,518	9,071
Parks Planning and Recreation	2,302	(95)	2,207	(28)	2,179	1,066
Resource Recovery	30,605	-	30,605	31	30,636	14,481
Resource Recovery Planning	1,283	173	1,456	(115)	1,341	701
Social and Cultural Planning	1,540	212	1,752	33	1,785	1,120
Strategic Planning	5,143	601	5,744	(383)	5,361	1,952
Traffic & Transport Planning	3,334	(29)	3,305	100	3,405	1,494
Urban Ecology	2,075	82	2,157	(274)	1,883	734
Urban Forest	6,194	(4)	6,190	18	6,208	1,500
Urban Sustainability	1,528	195	1,723	(66)	1,657	765
Total Expense	245,575	(10,972)	234,603	2,296	236,899	114,698
Operating Surplus/(Deficit) before Capital	20,659	12,115	32,774	(465)	32,309	5,596
Operating Surplus/(Deficit) after Capital	(4,395)	(2,356)	(6,751)	(142)	(6,893)	(4,138)

6) Capital Expenditure Statement

Description	Original Budget \$'000	Approved Changes September \$'000	Current Budget \$'000	Proposed Adjustments \$'000	Forecast Budget \$'000	Actual YTD \$'000
Capital Expenditure						
Plant & Equipment	5,971	-	5,971	-	5,971	2,217
Office Equipment	2,359	(321)	2,038	86	2,124	555
Land Improvement (Depreciable)	10,541	5,933	16,474	(1,310)	15,164	2,272
Buildings	24,239	(9,144)	15,095	(4,739)	10,356	904
Aquatic Facilities	600	(500)	100	-	100	5
Seawalls	170	5	175	(70)	105	93
Wharves	-	99	99	-	99	-
Local Roads	5,575	1,170	6,745	728	7,473	1,756
Regional Roads	6,890	(3,335)	3,555	450	4,005	1,304
Bridges	625	469	1,094	-	1,094	440
Footpaths	3,938	(220)	3,718	(347)	3,371	247
Kerb & Gutter	595	(50)	545	450	995	34
Traffic Devices	2,188	657	2,845	50	2,895	72
Car Parks	445	(60)	385	(165)	220	137
Storm Water Drainage	3,728	526	4,254	92	4,346	505
Bicycle facilities	8,937	647	9,584	(1,115)	8,469	1,507
Town Centres	12,669	2,073	14,742	-	14,742	6,341
Roadside Furniture	2,194	-	2,194	(200)	1,994	(30)
Principal Repayments	3,058	-	3,058	-	3,058	1,517
Total Capital Expenditure	94,722	(2,051)	92,671	(6,090)	86,581	19,876
Rates and Annual Charges	(3,166)	(1,078)	(4,244)	(571)	(4,815)	5,210
Operating Grants & Contributions	1,457	(57)	1,400	107	1,507	25
Capital Grants & Contributions	14,708	14,471	29,179	(344)	28,835	4,930
Sale of Assets	2,980	-	2,980	-	2,980	900
Transfer from External Reserves	37,349	(11,305)	26,044	(3,838)	22,206	2,302
Transfer from Internal Reserves	11,641	1,788	13,429	1,007	14,436	4,592
Trf fr Depreciation Contra Reserve	29,753	(5,870)	23,883	(2,451)	21,432	1,917
Total Funding Source	94,722	(2,051)	92,671	(6,090)	86,581	19,876
Net Budget Result						

7) Cash & Investments – Restricted Held

	Opening Balance - 1 July 2021 \$'000	Original Budget - Net Movements \$'000	Proposed Adjustments \$'000	Forecast Budget - Net Movements \$'000	Forecast Closing Balance \$'000	YTD Balance \$'000
Externally Restricted						
Developer Contributions	63,573	(15,384)	10,490	(4,894)	58,679	67,647
Specific Purpose Unexpended Grants	8,272	(5,846)	3,903	(1,943)	6,329	7,828
Domestic Waste Management	30,624	(1,599)	108	(1,491)	29,133	28,362
Stormwater Management	1,738	(200)	(273)	(473)	1,265	2,393
Watershed	60	-	-	-	60	60
SRV Income	9,336	(206)	1,494	1,288	10,624	12,625
Mainstreet Levy	240	-	-	-	240	240
3.5% Levy	1,121	-	-	-	1,121	1,121
Total Externally Restricted	114,964	(23,235)	15,722	(7,513)	107,451	120,275
Internally Restricted						
Employment Leave Entitlements	14,927	-	-	-	14,927	15,781
Deposits Retentions & Bonds	20,238	-	-	-	20,238	22,490
Financial Assistance Grant Reserve	2,844	-	-	-	2,844	2,844
Investment Property Reserve	80,907	-	-	-	80,907	80,907
Infrastructure Renewal Reserve	19,446	-	-	-	19,446	19,446
Depreciation Contra Reserve	44,601	0	8,251	8,251	52,852	56,611
Total Internally Restricted	182,962	0	8,251	8,251	191,214	198,079
Unrestricted	27,620	(14,539)	(4,071)	(18,609)	9,011	60,526
Total Funds	325,546	(37,773)	19,902	(17,871)	307,675	378,879
Total Cash & Investments as at 31 December 2021						367,605

Council's cash and investments position sees an unrestricted balance of \$60.5 million as at 31 December 2021. In past quarterly reports the unrestricted portion of the investments were displaced. Council now reports on its total cash and investments position. The unrestricted balance will diminish as Council expends it on operational expenses and capital projects during the financial year. The funds have been invested in accordance with Council's investment policy. As at the end of December 2021 Council's investment portfolio was made up of 100% non-fossil fuel investments.

8) Contracts

Contractor	Contract Detail & Purpose	Contract Value (EXC GST) \$'000	Commencement Date of Contract	Duration Contract	Budgeted (Y/N)
HAKO AUSTRALIA PTY LTD	LPN1.15 - 2 Trucks: Specialised Trucks GP115 - Citymaster 1650 Footc	166	07-Oct-21	One Off	Y
Lahz Nimmo Architects Pty Ltd	RFQ 26-21 Archtecturel Consultancy for Camperdown Memorial Par	74	19-Oct-21	9 months	Y
Urakawa Jenkins Architecture	RFQ 103-21 Summer Hill Reuse Centre Upgrade	64	20-Oct-21	1 year	Y
HEWSON INDUSTRIES PTY LTD	RFQ 47-21 Pioneer Park Playground Upgrade	110	21-Oct-21	1 year	Y
OZPAVE AUST PTY LTD	RFQ 51-21 (LGP 213-2) - Local Roads Acceleration Program	1,117	27-Oct-21	6 months	Y
OZPAVE AUST PTY LTD	RFQ 60-21 - Mill and Fill - Regional Roads 2021-2022	537	27-Oct-21	6 months	Y
ECS INTERNATIONAL SECURITY	RFT 1-21 Security Surveillance, Patrols, Maintenance & Services	613	01-Nov-21	3 years	Y
DOWNER EDI WORKS	RFQ 64-21 (SSROC T2020-09 - Sustainable Pavements - Paving the Way) Mill and Fill Services FY2021-2022	4,095	08-Nov-21	5 months	Y
LEICHHARDT ESPRESSO CHORUS	Partnership Program Agreement - Carols on Norton Street Concert	50	22-Nov-21	7 months	Y
FULTON HOGAN INDUSTRIES PTY LTD	LGP213-2 - Local Roads Asphalt Restorations	91	25-Nov-21	12 months	Y
The Trustee for GLN Planning Unit Trust	Draft Inner West 17, 11/7, 12 Local Infrastructure Contribution Plan 2022	127	29-Nov-21	1 year	Y
Andrik Construction Group Pty Ltd	RFQ 107-21 Childcare Centres Softfall Resurface Renewal	127	01-Dec-21	2 months	Y
FULTON HOGAN INDUSTRIES PTY LTD	LGP213-2 - Regional Roads Asphalt Restorations	91	02-Dec-21	12 months	Y
A.D CRUICKSHANK & A. ROSSI	PRUAIP - NS Parramatta Road Public Art Program - Norton St	232	16-Dec-21	6 months	Y
Sydney Electrical and Data Pty Ltd	RFQ 42-21 LED Lighting Installation Project	162	17-Dec-21	6 months	Y
INTERFLOW PTY LTD	RFQ 97-21 (LGP420) Structural Relining / Patching of Damaged Pipelines	130	21-Dec-21	6 months	Y
Andrik Construction Group Pty Ltd	RFQ 169-21 Globe Wilkins - Internal Fit-Out Works	110	21-Dec-21	2 months	Y
Andrik Construction Group Pty Ltd	RFQ 170-21 Globe Wilkins - External Works Landscaping and Playspa	217	23-Dec-21	2 months	Y

Above is a listing of contracts Council entered into during the period 1 October to 31 December 2021.

9) Consultancy & Legal Expenses

Expense	Expenditure YTD \$'000	Budgeted (Y/N)
External Legal Fees	311	Y
Consultancy Fees	1,682	Y

A consultant is a person or organisation engaged under contract on a temporary basis to provide recommendations or high-level specialist or professional advice to assist decision making by management. Generally it is the advisory nature of the work that differentiates a consultant from other contractors.

Where any expenses for Consultancy or Legal Fees (including Code of Conduct expenses) have not been budgeted for, an explanation is to be given. Report on external expenses only (not internal expenses).

Item No: C0322(1) Item 1

Subject: COMMUNICATING WITH THE INNER WEST COMMUNITY

Prepared By: Prue Foreman - Communications and Engagement Manager

Authorised By: Ruth Callaghan - Director Community

RECOMMENDATION

That Council:

1. **Commence a Request for Quote (RFQ) process in accordance with Council's Procurement Policy to advertise a regular Council news page in one or more free, locally distributed print publications;**
2. **Receive a briefing to consider the results of the RFQ process and potential expansion of Inner West Council News editions; and**
3. **Receive a report and determine the mix of advertising and Inner West Council News editions at a Council meeting on completion of the RFQ process.**

DISCUSSION

Council formerly contracted regular advertising in the two Inner West Courier print editions which serviced the local government area via a household distribution model. Council's advertising included a weekly full page Council column, weekly half page Development Assessment column and online 'run-of-network' advertising at a cost of approximately \$212k p.a.

Other advertising was booked on an as needs basis such as jobs, statutory notifications and event promotion in various publications.

The Inner West Courier print edition ceased publication in 2020 as part of News Corp's decision to move titles online.

During Covid, legislation was amended removing the requirement for 'public notice' to be printed in a newspaper, replaced by an online public notice on Council's website.

Resolutions

There are three resolutions relevant to this report:

- On 13 April 2021 (item 8) Council resolved to advertise a weekly news page in a new local print publication, the Inner West Review.
- On 24 May 2021 (Item 3) Council rescinded the decision and resolved that:
 1. *A Councillor briefing to be held to discuss how Council can best communicate with the Inner West community; and*
 2. *Any commitment to newspaper advertising require an expression of interest process to be undertaken.*
- On 23 November 2021 (Item 3) Council considered a report recommending expansion of the Inner West Council News, a Council owned publication which is delivered to every household, from bi-monthly to monthly. Council resolved to defer the decision to the new Council term.

Impact on community

Provision of Council information to the community is a vital service and a key driver of overall satisfaction with Council, ranked third in the demographically representative and statistically valid 2021 Community Satisfaction Survey (available to view on Council's website).

Council has a range of channels to communicate with residents including:

- Owned channels – Inner West Council News, social media (Facebook, Instagram, Twitter YouTube and LinkedIn), post, letterbox drops, banners, posters, digital screens and electronic newsletters
- Paid/earned channels – paid advertising in print, online and out-of-home media (e.g. bus stop advertising), media releases and pitches

The demise of the Inner West Courier print edition removed one key communication channel by which the community could access regular Council information. This particularly impacted older residents, and those without computer access. Thirty-three per cent of residents would like to receive information about Council in a print newspaper, rising to fifty per cent of people aged 65 and over (source: Community Satisfaction Survey).

In the same survey fifty-eight per cent of residents wanted to receive information about Council via the Inner West Council News print edition, rising to seventy-five per cent aged 65 and over.

It is recommended that Council seek quotations from current print newspaper publishers to advertise a Council news page and receive a briefing to consider the results along with the potential to increase frequency of the Inner West Council News. It is further proposed that Council determine the appropriate mix to meet the needs of the community via resolution at a subsequent meeting.

Current options for Council to advertise to the Inner West community in a free print publication

Two main publishers now distribute free print publications in the Inner West local government area:

1. Alternative Media – publishes Inner West Independent, CityHub and Sydney Star Observer
2. Australian Community Media – publishes Inner West Review magazine (new title)

Indicative comparison based on information provided in 2021

Note that through the RFQ process, publishers will have the opportunity to quote on their current model of distribution as well as distribution to all Inner West households

	Inner West Independent, CityHub and Sydney Star Observer	Inner West Review
Frequency	Monthly (different weeks for each publication)	Weekly
Time in publication	IWI was published from 2009 to 2014 and relaunched as a stand alone monthly publication in 2020 following	New masthead - print version commenced 2 February 2022 (digital commenced in late 2021)

	the closure of the Inner West Courier CityHub published for > 25 years SSO published for > 40 years	
Audience and distribution model	<p>Print and online</p> <p>Print - 20,000 copies of each title bulk dropped to inner Sydney locations, 300 of which are in the Inner West including Council venues.</p> <p>Combined inner Sydney readership is 180,000 based on a pass-along rate of three readers/paper</p> <p>>350,000/month audience for print and online across three titles</p> <p>Weekly EDMs 35,000 subscribers</p> <p>Facebook 35,000 followers</p>	<p>Print and online</p> <p>Print - 70,000 copies in total distributed to the door of over 65,000 of the 80,000 IWC households with the remainder bulk dropped to Council and local venues</p> <p>As the title is new, digital reach is still establishing but includes Facebook, Twitter and the Inner West Review website</p>

Procurement process

For contracts below the tender threshold of \$250k, Council's Procurement Policy requires selective/ open quotations via VendorPanel, or a RFQ. This is the appropriate method for procuring advertising from a small pool of suppliers. It would allow an initial contract period of one year, with a provision to extend for one more year. This would allow Council to review the effectiveness of the advertising after one year. This process would take 4-6 weeks.

FINANCIAL IMPLICATIONS

Financial implications will be considered by Council once quotations are received.

ATTACHMENTS

Nil.

Item No: C0322(1) Item 2

Subject: CODE OF MEETING PRACTICE

Prepared By: Beau-Jane De Costa - Senior Manager Governance and Risk

Authorised By: Peter Livanes - Director Corporate

Item 2

RECOMMENDATION

That Council:

1. Place the Draft Code of Meeting Practice in Attachment 1 on public exhibition for a period of 28 days; and
2. Consider the results of the public exhibition process when adopting a final Code of Meeting Practice.

DISCUSSION

Councils must adopt a Code of Meeting Practice (COMP) that incorporates the mandatory provisions of the Model Code of Meeting Practice, in accordance with section 232 of the *Local Government (General) Regulations 2021*, no later than 12 months after each ordinary council elections.

The Office of Local Government released a new Model Code of Meeting Practice that contains new provisions that allow councils to permit individual councillors to attend meetings by audio-visual link and to hold meetings by audio-visual link in the event of natural disasters or public health emergencies.

Amendments have also been made to the provisions governing the webcasting of meetings and disorder at meetings to reflect amendments to the Regulation since the previous iteration of the Model Code of Meeting Practice was prescribed.

An amendment has also been made to the Model Code of Meetings Practice implementing recommendation 6 in the Independent Commission Against Corruption (ICAC) report in relation to its investigation of a NSW Local Government (Operation Dasha). ICAC recommended that the Model Code of Meeting Practice be amended to require that council business papers include a reminder to councillors of their oath or affirmation of office, and their conflict of interest disclosure obligations.

The above amendments as well as additional amendments have been made to the COMP and are outlined in the table below, also included at **Attachment 1**, is the proposed amended COMP.

If the proposed COMP is endorsed by Council it will be placed on public exhibition for a period of 28 days prior to being reconsidered by Council for ultimate adoption.

Section Change	Clause	Reason
Meeting Principles	2.2	A supplementary provision has been included to allow Council to make changes to the COMP without the need for public exhibition when those changes are to only incorporate amendments that have been mandated by legislation or formal advice from OLG.
Timing of Ordinary Council Meetings	3.1	Change made to appropriately reflect Council practices and allow for Council to resolve Council meeting dates, as opposed

		to updating the entire COMP if a change occurs.
Extraordinary meetings	3.2a	Has been removed as this supplementary provision is inconsistent with a mandatory provision of the Model Code and with the Act and is therefore invalid.
Giving Notice of Business to be Considered at Council Meetings	3.11	Removal of duplication in relation to the GM providing an additional recommendation for the referral of the NOM, this was stated twice in the current COMP with the GM also having the ability to advise that the NOM be deferred. The reiteration allows the GM to advise that a NOM should be deferred as one of the three options.
Statement of Ethical Obligations	3.22	Inclusion of a new mandatory OLG provision.
Pre-Meeting briefing sessions	3.34 And 3.35	Inclusion of a new non-mandatory OLG provision to hold meetings via audio-visual. Amendment to briefings being chaired by a Councillor to briefings be presided over by the General Manager to reflect the OLG Model COMP and is more appropriate given the informality of Councillor briefings.
Public Forums	4.2 And 4.3	Inclusion of a new non-mandatory OLG provision to hold meetings via audio-visual. Inclusion of the non-mandatory OLG provision that identifies the Mayor or their nominee to Chair the meeting to reflect current practices.
Coming Together	5.2 And 5.3	Inclusion of the ability for Councillors to attend via audio-visual link, inclusion of a new mandatory OLG provision. This Clause is not part of the Model COMP and is unnecessary as a supplementary provision with the new audio-visual provisions now included in the COMP.
The Quorum of a Meeting	5.13	Additional wording, in accordance with an inclusion of a new mandatory OLG provisions.
Meetings held by Audio-visual Link	5.15-5.17	Inclusion of a new non-mandatory OLG provisions around Council meetings being able to be held online instead of in person when applicable.
Attendance by Councillor at meetings by Audio-visual link	5.18-5.29	The inclusion of a new non-mandatory OLG provisions around Councillors having the ability to attend Council meetings remotely when applicable.
Webcasting of meetings	5.33-5.38	Updated to reflect the amended mandatory OLG provision wording regarding the webcasting of meetings.
Attendance of the General Manager and other staff at meetings	5.43	The inclusion of a new non-mandatory OLG provision around staff having the ability to attend Council meetings remotely when applicable.
Order of Business for Ordinary Council Meetings	8.1	Inclusion in point 3 of a new non-mandatory OLG provision around Councillors being able to request attendance virtually. Amendment to point 10 to align with OLG provisions and remove superfluous wording. Amendment to point 11 to include questions on notice and remove notice of rescission as this is just a different form of a notice of motion. Amendment to point 14 to ensure clarity of the meeting being

		over as opposed to just being closed to the public, it also aligns to the OLG wording.
Obligations of Councillors attending meetings by Audio-visual link	14.20	Inclusion of new mandatory OLG provision around Councillors attending virtually when in confidential session.
Acts of Disorder	15.11	Point D has been updated with minor grammatical changes, in accordance with OLG mandatory provisions.
	And	
	15.12	Has been updated with minor grammatical changes, in accordance with OLG mandatory provisions
Expulsion from Meetings	Note	Removal of note and subsequent warning system that is in conflict with the Local Government Act 1993
How Disorder by Councillors attending meetings by audio-visual link may be dealt with	15.20 and 15.21	Inclusion of clauses 15.20 and 15.21 in accordance with OLG non-mandatory provisions
Use of Mobile Phones and the unauthorised recording of meetings	15.24	Has been updated with minor wording changes, in accordance with OLG mandatory provisions
Conflicts of interest	16.2	Has been updated with wording to manage COI when Councillor are attending meetings via audio-visual link, in accordance with OLG non - mandatory provisions
Minutes of Meetings	19.2	Additional section for Councillors attending via audio-visual link, in accordance with OLG non -mandatory provisions
Minutes of Council Committee meetings	20.22	Additional section for Councillors attending via audio-visual link, in accordance with OLG non -mandatory provisions
Definitions	S22	Inclusion of the definition of Audit-visual link

FINANCIAL IMPLICATIONS

Nil

ATTACHMENTS

1.  Amended - Inner West Code of Meeting Practice 2022



Code of Meeting Practice Policy

Title	Code of Meeting Practice
Summary	The Policy outlines the procedures for the conduct of Council and Committee Meetings
Background	The Model Code of Meeting Practice is applicable to all NSW Councils and is legislated by the Local Government Act 1993
Policy Type	Council
Relevant Council References	N/A
Main Legislative or Regulatory Reference	<i>Local Government Act 1993</i> <i>Local Government General Regulation 2021</i> Model Code of Meeting Practice 2021
Applicable Delegation of Authority	As per delegations' register
Attachments	Nil
Record Notes	External available document
Version Control	See last page

Document:	Policy	<i>Uncontrolled Copy When Printed</i>	
Custodian:	Senior Manager Governance and Risk	Version No	5
Approved By:	General Manager	ECM Ref No	34765531
Adopted By:	Council	Publish Location	Intranet/ Internet
Adopted Date and Minute #:	TBD	Next Review Date	25/08/2022

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1. INTRODUCTION

This Model Code of Meeting Practice for Local Councils in NSW (the Model Meeting Code) is prescribed under section 360 of the *Local Government Act 1993* (the Act) and the *Local Government (General) Regulation 2021* (the Regulation).

The Code applies to all meetings of Councils and committees of Councils of which all the members are Councillors (committees of Council). Council committees whose members include persons other than Councillors may adopt their own rules for meetings unless the Council determines otherwise.

A council's adopted code of meeting practice may also incorporate the non-mandatory provisions of the Model Meeting Code and other supplementary provisions. However, a code of meeting practice adopted by a council must not contain provisions that are inconsistent with the mandatory provisions of the Model Meeting Code.

A Council and a committee of the Council of which all the members are Councillors must conduct its meetings in accordance with the code of meeting practice adopted by the Council.

2. MEETING PRINCIPLES

2.1. Council and committee meetings should be:

Transparent: Decisions are made in a way that is open and accountable.

Informed: Decisions are made based on relevant, quality information.

Inclusive: Decisions respect the diverse needs and interests of the local community.

Principled: Decisions are informed by the principles prescribed under Chapter 3 of the Act.

Trusted: The community has confidence that Councillors and staff act ethically and make decisions in the interests of the whole community.

Respectful: Councillors, staff and meeting attendees treat each other with respect.

Effective: Meetings are well organised, effectively run and skilfully chaired.

Orderly: Councillors, staff and meeting attendees behave in a way that contributes to the orderly conduct of the meeting.

Revision of the Code

2.2. The Council authorises the General Manager to reissue the Code without public exhibition to incorporate any amendments to relevant Acts, Regulations or formal advice from the NSW Office of Local Government.

Note: Clause 2.2 is a Supplementary Provision.

3. BEFORE THE MEETING

Timing of ordinary Council meetings

- 3.1. The Council shall, by resolution, set the frequency, time, date and place of its ordinary meetings.

Note: Under section 365 of the Act, Councils are required to meet at least ten (10) times each year.

Extraordinary meetings

- 3.2. If the Mayor receives a request in writing, signed by at least two (2) Councillors, the Mayor must call an extraordinary meeting of the Council to be held as soon as practicable, but in any event, no more than fourteen (14) days after receipt of the request. The Mayor can be one of the two Councillors requesting the meeting.

Note: Clause 3.2 reflects section 366 of the Act.

Notice to the public of Council meetings

- 3.3. The Council must give notice to the public of the time, date and place of each of its meetings, including extraordinary meetings and of each meeting of committees of the Council.

Note: Clause 3.3 reflects section 9(1) of the Act.

- 3.4. For the purposes of clause 3.3, notice of a meeting of the Council and of a committee of Council is to be published before the meeting takes place. The notice must be published on the Council's website, and in such other manner that the Council is satisfied is likely to bring notice of the meeting to the attention of as many people as possible.
- 3.5. For the purposes of clause 3.3, notice of more than one (1) meeting may be given in the same notice.

Notice to Councillors of ordinary Council meetings

- 3.6. The General Manager must send to each Councillor, at least three (3) days before each meeting of the Council, a notice specifying the time, date and place at which the meeting is to be held, and the business proposed to be considered at the meeting.

Note: Clause 3.6 reflects section 367(1) of the Act.

- 3.7. The notice and the agenda for, and the business papers relating to, the meeting may be given to Councillors in electronic form, but only if all Councillors have facilities to access the notice, agenda and business papers in that form.

Note: Clause 3.7 reflects section 367(3) of the Act.

Notice to Councillors of extraordinary meetings

- 3.8. Notice of less than three (3) days may be given to Councillors of an extraordinary meeting of the Council in cases of emergency.

Note: Clause 3.8 reflects section 367(2) of the Act.

Giving notice of business to be considered at Council meetings

- 3.9. A Councillor may give notice of any business they wish to be considered by the Council at its next ordinary meeting by way of a notice of motion. To be included on the agenda of the meeting, the notice of motion must be in writing and must be submitted by 10am on the Monday, the week prior to the ordinary meeting. If a public holiday falls on this Monday then the deadline is extended to 10am on the Tuesday in the week prior to the next ordinary Meeting.
- 3.10. A Councillor may, in writing to the General Manager, request the withdrawal of a notice of motion submitted by them prior to its inclusion in the agenda and business paper for the meeting at which it is to be considered.
- 3.11. If the General Manager considers that a notice of motion submitted by a Councillor for consideration at an ordinary meeting of the Council has legal, strategic, financial or policy implications which should be taken into consideration by the meeting, the General Manager may:
- provide advice that the motion be deferred pending a report from officers;
 - provide an officers comment with the Notice of Motion on the business paper; or
 - if time permits, prepare a report in relation to the notice of motion for inclusion with the business papers for the meeting at which the notice of motion is to be considered by the Council.
- 3.12. A notice of motion for the expenditure of funds on works and/or services other than those already provided for in the council's current adopted operational plan must identify the source of funding for the expenditure that is the subject of the notice of motion. If the notice of motion does not identify a funding source, the general manager will refer the Notice of Motion back to the Councillor to identify the source of funding before it is placed on the agenda for the next Ordinary Council Meeting.

Questions with notice

- 3.13. A Councillor may, by way of a notice submitted under clause 3.9, ask a question for response by the General Manager about the performance or operations of the Council.
- 3.14. A Councillor is not permitted to ask a question with notice under clause 3.13 that comprises a complaint against the General Manager or a member of staff of the Council, or a question that implies wrongdoing by the General Manager or a member of staff of the Council.
- 3.15. The General Manager or their nominee may respond to a question with notice submitted under clause 3.13 by way of a report included in the business papers for the relevant meeting of the Council or orally at the meeting.

Agenda and business papers for ordinary meetings

- 3.16. The General Manager must cause the agenda for a meeting of the Council or a committee of the Council to be prepared as soon as practicable before the meeting.
- 3.17. The General Manager must ensure that the agenda for an ordinary meeting of the Council states:
 - a. all matters to be dealt with arising out of the proceedings of previous meetings of the Council, and
 - b. if the Mayor is the chairperson – any matter or topic that the chairperson proposes, at the time when the agenda is prepared, to put to the meeting, and
 - c. all matters, including matters that are the subject of staff reports and reports of committees, to be considered at the meeting, and
 - d. any business of which due notice has been given under clause 3.9
- 3.18. Nothing in clause 3.17 limits the powers of the Mayor to put a Mayoral minute to a meeting under clause 9.6.
- 3.19. The General Manager must not include in the agenda for a meeting of the Council any business of which due notice has been given if, in the opinion of the General Manager, the business is, or the implementation of the business would be, unlawful. The General Manager must report, without giving details of the item of business, any such exclusion to the next meeting of the Council.

- 3.20. Where the agenda includes the receipt of information or discussion of other matters that, in the opinion of the General Manager, is likely to take place when the meeting is closed to the public, the General Manager must ensure that the agenda of the meeting:
- identifies the relevant item of business and indicates that it is of such a nature (without disclosing details of the information to be considered when the meeting is closed to the public), and
 - states the grounds under section 10A(2) of the Act relevant to the item of business.

Note: Clause 3.20 reflects section 9(2A)(a) of the Act.

- 3.21. The General Manager must ensure that the details of any item of business which, in the opinion of the General Manager, is likely to be considered when the meeting is closed to the public, are included in a business paper provided to Councillors for the meeting concerned. Such details must not be included in the business papers made available to the public and must not be disclosed by a Councillor or by any other person to another person who is not authorised to have that information.

Statement of ethical obligations

- 3.22. Business papers for all ordinary and extraordinary meetings of the Council and committees of the Council must contain a statement reminding Councillors of their oath or affirmation of office made under section 233A of the Act and their obligations under the Council's code of conduct to disclose and appropriately manage conflicts of interest.

Availability of the agenda and business papers to the public

- 3.23. Copies of the agenda and the associated business papers, such as correspondence and reports for meetings of the Council and committees of Council, are to be published on the Council's website, and must be made available to the public for inspection, or for taking away by any person free of charge at the offices of the Council, at the relevant meeting and at such other venues determined by the Council.

Note: Clause 3.23 reflects section 9(2) and (4) of the Act.

- 3.24. Clause 3.23 does not apply to the business papers for items of business that the General Manager has identified under clause 3.21 as being likely to be considered when the meeting is closed to the public.

Note: Clause 3.24 reflects section 9(2A)(b) of the Act.

- 3.25. For the purposes of clause 3.23, copies of agendas and business papers must be published on the Council's website and made available to the public at a time that is as close as possible to the time they are available to Councillors.

Note: Clause 3.25 reflects section 9(3) of the Act.

- 3.26. A copy of an agenda, or of an associated business paper made available under clause 3.23, may in addition be given or made available in electronic form.

Note: Clause 3.26 reflects section 9(5) of the Act.

Agenda and business papers for extraordinary meetings

- 3.27. The General Manager must ensure that the agenda for an extraordinary meeting of the Council deals only with the matters stated in the notice of the meeting.
- 3.28. Despite clause 3.27, business may be considered at an extraordinary meeting of the Council, even though due notice of the business has not been given, if:
- a. a motion is passed to have the business considered at the meeting, and
 - b. the business to be considered is ruled by the chairperson to be of great urgency on the grounds that it requires a decision by the Council before the next scheduled ordinary meeting of the Council.
- 3.29. A motion moved under clause 3.28(a) can be moved without notice but only after the business notified in the agenda for the extraordinary meeting has been dealt with.
- 3.30. Despite clauses 10.20–10.30, only the mover of a motion moved under clause 3.28(a) can speak to the motion before it is put.
- 3.31. A motion of dissent cannot be moved against a ruling of the chairperson under clause 3.28(b) on whether a matter is of great urgency.

Pre-meeting briefing sessions

- 3.32. Prior to each ordinary meeting of the Council, the General Manager may arrange a pre-meeting briefing session to brief Councillors on business to be considered at the meeting. Pre-meeting briefing sessions may also be held for extraordinary meetings of the Council and meetings of committees of the Council.
- 3.33. Pre-meeting briefing sessions are to be held in the absence of the public.
- 3.34. Pre-meeting briefing sessions may be held by audio-visual link.
- 3.35. The General Manager or a member of staff nominated by the General Manager is to preside at pre-meeting briefing sessions.
- 3.36. Councillors must not use pre-meeting briefing sessions to debate or make preliminary decisions on items of business they are being briefed on, and any debate and decision-making must be left to the formal Council or committee meeting at which the item of business is to be considered.

- 3.37. Councillors (including the Mayor) must declare and manage any conflicts of interest they may have in relation to any item of business that is the subject of a briefing at a pre-meeting briefing session, in the same way that they are required to do so at a Council or committee meeting. The Council is to maintain a written record of all conflict of interest declarations made at pre-meeting briefing sessions and how the conflict of interest was managed by the Councillor who made the declaration.
- 3.38. The rules set out in clauses 15.11-15.17 for keeping order at a meeting apply to briefings.

4. PUBLIC FORUMS

- 4.1. The Council may hold a public forum prior to the consideration of Condolence Motions and Mayoral Minutes for the purpose of hearing oral submissions from members of the public on items of business to be considered at the meeting.
- 4.2. Public forums may be held by audio-visual link.
- 4.3. Public forums are to be chaired by the Mayor or their nominee.
- 4.4. To speak at a public forum, a person must first make an application to the Council in the approved form. Applications to speak at the public forum must be received by 2pm on the day of the Council meeting and must identify the item of business on the agenda of the Council meeting the person wishes to speak on, and whether they wish to speak 'for' or 'against' the item.
- 4.5. A person may apply to speak on no more than 3 items of business on the agenda of the Council meeting.
- 4.6. Legal representatives acting on behalf of others are not to be permitted to speak at a public forum unless they identify their status as a legal representative when applying to speak at the public forum.
- 4.7. The General Manager or their delegate may refuse an application to speak at a public forum. The General Manager or their delegate must give reasons in writing for a decision to refuse an application.
- 4.8. No more than 3 speakers are to be permitted to speak 'for' or 'against' each item of business on the agenda for the Council meeting.
- 4.9. If more than the permitted number of speakers apply to speak 'for' or 'against' any item of business, the General Manager or their delegate may request the speakers to nominate from among themselves the persons who are to address the Council on the item of business. If the speakers are not able to agree on whom to nominate to address the Council, the General

Manager or their delegate is to determine who will address the Council at the public forum.

- 4.10. If more than the permitted number of speakers apply to speak 'for' or 'against' any item of business, the General Manager or their delegate may, in consultation with the Mayor or the Mayor's nominated chairperson, increase the number of speakers permitted to speak on an item of business, where they are satisfied that it is necessary to do so to allow the Council to hear a fuller range of views on the relevant item of business.
- 4.11. Approved speakers at the public forum are to register with the Council any written, visual or audio material to be presented in support of their address to the Council at the public forum, and to identify any equipment needs no later than 2.00pm on the day of the public forum. The General Manager or their delegate may refuse to allow such material to be presented.
- 4.12. The General Manager or their delegate is to determine the order of speakers at the public forum.
- 4.13. Each speaker will be allowed 3 minutes to address the Council, This time is to be strictly enforced by the chairperson.
- 4.14. Speakers at public forums must not digress from the item on the agenda of the Council meeting they have applied to address the Council on. If a speaker digresses to irrelevant matters, the chairperson is to direct the speaker not to do so. If a speaker fails to observe a direction from the chairperson, the speaker will not be further heard.
- 4.15. A Councillor (including the chairperson) may, through the chairperson, ask questions of a speaker following their address at a public forum. Questions put to a speaker must be direct, succinct and without argument.
- 4.16. Speakers are under no obligation to answer a question put under clause 4.15. Answers by the speaker, to each question are to be limited to 2 minutes.
- 4.17. Speakers at public forums cannot ask questions of the Council, Councillors, or Council staff.
- 4.18. The General Manager or their nominee may, with the concurrence of the chairperson, address the Council for up to 2 minutes in response to an address to the Council at a public forum after the address and any subsequent questions and answers have been finalised.
- 4.19. Where an address made at a public forum raises matters that require further consideration by Council staff, the General Manager may recommend that the Council defer consideration of the matter pending the preparation of a further report on the matters.
- 4.20. When addressing the Council, speakers at public forums must comply with this code and all other relevant Council codes, policies, and procedures. Speakers must refrain from engaging in disorderly conduct, publicly alleging

breaches of the Council's code of conduct or making other potentially defamatory statements.

- 4.21. If the chairperson considers that a speaker at a public forum has engaged in conduct of the type referred to in clause 4.20, the chairperson may request the person to refrain from the inappropriate behaviour and to withdraw and unreservedly apologise for any inappropriate comments. Where the speaker fails to comply with the chairperson's request, the chairperson may immediately require the person to stop speaking.
- 4.22. Clause 4.21 does not limit the ability of the chairperson to deal with disorderly conduct by speakers at public forums in accordance with the provisions of Part 15 of this code.
- 4.23. Where a speaker engages in conduct of the type referred to in clause 4.20, the General Manager or their delegate may refuse further applications from that person to speak at public forums for such a period as the General Manager or their delegate considers appropriate.
- 4.24. Councillors (including the Mayor) must declare and manage any conflicts of interest they may have in relation to any item of business that is the subject of an address at a public forum, in the same way that they are required to do so at a Council or committee meeting. The Council is to maintain a written record of all conflict of interest declarations made at public forums and how the conflict of interest was managed by the Councillor who made the declaration.

Note: Public forums should not be held as part of a Council or committee meeting. Council or committee meetings should be reserved for decision-making by the Council or committee of Council. Where a public forum is held as part of a Council or committee meeting, it must be conducted in accordance with the other requirements of this code relating to the conduct of Council and committee meetings.

5. COMING TOGETHER

Attendance by Councillors at meetings

- 5.1. All Councillors must make reasonable efforts to attend meetings of the Council and of committees of the Council of which they are members.

Note: A Councillor may not attend a meeting as a Councillor (other than the first meeting of the Council after the Councillor is elected or a meeting at which the Councillor takes an oath or makes an affirmation of office) until they have taken an oath or made an affirmation of office in the form prescribed under section 233A of the Act.

- 5.2. A Councillor cannot participate in a meeting of the Council or of a committee of the Council unless personally present at the meeting, unless permitted to attend the meeting by audio-visual link under this code.
- 5.3. Where a Councillor is unable to attend one or more ordinary meetings of the Council, the Councillor should request that the Council grant them a leave

of absence from those meetings. This clause does not prevent a Councillor from making an apology if they are unable to attend a meeting. However, the acceptance of such an apology does not constitute the granting of a leave of absence for the purposes of this code and the Act.

- 5.4. A Councillor's request for leave of absence from Council meetings should, if practicable, identify (by date) the meetings from which the Councillor intends to be absent and the grounds upon which the leave of absence is being sought.
- 5.5. The Council must act reasonably when considering whether to grant a Councillor's request for a leave of absence.
- 5.6. A Councillor's civic office will become vacant if the Councillor is absent from three (3) consecutive ordinary meetings of the Council without prior leave of the Council or leave granted by the Council at any of the meetings concerned, unless the holder is absent because they have been suspended from office under the Act, or because the Council has been suspended under the Act, or as a consequence of a compliance order under section 438HA.

Note: Clause 5.6 reflects section 234(1)(d) of the Act.

- 5.7. A Councillor who intends to attend a meeting of the Council despite having been granted a leave of absence should, if practicable, give the General Manager at least two (2) days' notice of their intention to attend.

The quorum for a meeting

- 5.8. The quorum for a meeting of the Council is a majority of the Councillors of the Council who hold office at that time and are not suspended from office.

Note: Clause 5.9 reflects section 368(1) of the Act.

- 5.9. Clause 5.7 does not apply if the quorum is required to be determined in accordance with directions of the Minister in a performance improvement order issued in respect of the Council.

Note: Clause 5.10 reflects section 368(2) of the Act.

- 5.10. A meeting of the Council must be adjourned if a quorum is not present:
 - a. at the commencement of the meeting where the number of apologies received for the meeting indicates that there will not be a quorum for the meeting, or
 - b. within half an hour after the time designated for the holding of the meeting, or
 - c. at any time during the meeting.

- 5.11. In either case, the meeting must be adjourned to a time, date, and place fixed:
 - a. by the chairperson, or
 - b. in the chairperson's absence, by the majority of the Councillors present, or
 - c. failing that, by the General Manager.
- 5.12. The General Manager must record in the Council's minutes the circumstances relating to the absence of a quorum (including the reasons for the absence of a quorum) at or arising during a meeting of the Council, together with the names of the Councillors present.
- 5.13. Where, prior to the commencement of a meeting, it becomes apparent that a quorum may not be present at the meeting, or that the health, safety or welfare of Councillors, Council staff and members of the public may be put at risk by attending the meeting because of a natural disaster or a public health emergency, the Mayor may, in consultation with the General Manager and, as far as is practicable, with each Councillor, cancel the meeting. Where a meeting is cancelled, notice of the cancellation must be published on the Council's website and in such other manner that the Council is satisfied is likely to bring notice of the cancellation to the attention of as many people as possible.
- 5.14. Where a meeting is cancelled under clause 5.12, the business to be considered at the meeting may instead be considered, where practicable, at the next ordinary meeting of the Council or at an extraordinary meeting called under clause 3.2.

Meetings held by audio-visual link

- 5.15. A meeting of the Council or a committee of the Council may be held by audio-visual link where the Mayor determines that the meeting should be held by audio-visual link because of a natural disaster or a public health emergency. The Mayor may only make a determination under this clause where they are satisfied that attendance at the meeting may put the health and safety of Councillors and staff at risk. The Mayor must make a determination under this clause in consultation with the General Manager and, as far as is practicable, with each Councillor.
- 5.16. Where the Mayor determines under clause 5.16 that a meeting is to be held by audio-visual link, the General Manager must:
 - a. give written notice to all Councillors that the meeting is to be held by audio-visual link, and
 - b. take all reasonable steps to ensure that all Councillors can participate in the meeting by audio-visual link, and
 - c. cause a notice to be published on the Council's website and in such other manner the General Manager is satisfied will bring it to the

attention of as many people as possible, advising that the meeting is to be held by audio-visual link and providing information about where members of the public may view the meeting.

- 5.17. This code applies to a meeting held by audio-visual link under clause 5.16 in the same way it would if the meeting was held in person.

Note: Where a Council holds a meeting by audio-visual link under clause 5.16, it is still required under section 10 of the Act to provide a physical venue for members of the public to attend in person and observe the meeting.

Attendance by Councillors at meetings by audio-visual link

- 5.18. Councillors may attend and participate in meetings of the Council and committees of the Council by audio-visual link with the approval of the Council or the relevant committee.
- 5.19. A request by a Councillor for approval to attend a meeting by audio-visual link must be made in writing to the General Manager prior to the meeting in question and must provide reasons why the Councillor will be prevented from attending the meeting in person.
- 5.20. Councillors may request approval to attend more than one meeting by audio-visual link. Where a Councillor requests approval to attend more than one meeting by audio-visual link, the request must specify the meetings the request relates to in addition to the information required under **clause 5.19**.
- 5.21. The Council must comply with the Health Privacy Principles prescribed under the *Health Records and Information Privacy Act 2002* when collecting, holding, using and disclosing health information in connection with a request by a Councillor to attend a meeting by audio-visual link.
- 5.22. A Councillor who has requested approval to attend a meeting of the Council or a committee of the Council by audio-visual link may participate in the meeting by audio-visual link until the Council or committee determines whether to approve their request and is to be taken as present at the meeting. The Councillor may participate in a decision in relation to their request to attend the meeting by audio-visual link.
- 5.23. A decision whether to approve a request by a Councillor to attend a meeting of the Council or a committee of the Council by audio-visual link must be made by a resolution of the Council or the committee concerned. The resolution must state:
- the meetings the resolution applies to, and

- b. the reason why the Councillor is being permitted to attend the meetings by audio-visual link where it is on grounds other than illness, disability, or caring responsibilities.
- 5.24. If the Council or committee refuses a Councillor's request to attend a meeting by audio-visual link, their link to the meeting is to be terminated.
- 5.25. A decision whether to approve a Councillor's request to attend a meeting by audio-visual link is at the Council's or the relevant committee's discretion. The Council and committees of the Council must act reasonably when considering requests by Councillors to attend meetings by audio-visual link. However, the Council and committees of the Council are under no obligation to approve a Councillor's request to attend a meeting by audio-visual link where the technical capacity does not exist to allow the Councillor to attend the meeting by these means.
- 5.26. The Council and committees of the Council may refuse a Councillor's request to attend a meeting by audio-visual link where the Council or committee is satisfied that the Councillor has failed to appropriately declare and manage conflicts of interest, observe confidentiality or to comply with this code on one or more previous occasions they have attended a meeting of the Council or a committee of the Council by audio-visual link.
- 5.27. This code applies to a Councillor attending a meeting by audio-visual link in the same way it would if the Councillor was attending the meeting in person. Where a Councillor is permitted to attend a meeting by audio-visual link under this code, they are to be taken as attending the meeting in person for the purposes of the code and will have the same voting rights as if they were attending the meeting in person.
- 5.28. A Councillor must give their full attention to the business and proceedings of the meeting when attending a meeting by audio-visual link. The Councillor's camera must be on at all times during the meeting except as may be otherwise provided for under this code.
- 5.29. A Councillor must be appropriately dressed when attending a meeting by audio-visual link and must ensure that no items are within sight of the meeting that are inconsistent with the maintenance of order at the meeting or that are likely to bring the Council or the committee into disrepute.

Entitlement of the public to attend Council meetings

- 5.30. Everyone is entitled to attend a meeting of the Council and committees of the Council. The Council must ensure that all meetings of the Council and committees of the Council are open to the public.

Note: Clause 5.31 reflects section 10(1) of the Act.

- 5.31. Clause 5.29 does not apply to parts of meetings that have been closed to the public under section 10A of the Act.
- 5.32. A person (whether a Councillor or another person) is not entitled to be present at a meeting of the Council or a committee of the Council if expelled from the meeting:
- a. by a resolution of the meeting, or
 - b. by the person presiding at the meeting if the Council has, by resolution, authorised the person presiding to exercise the power of expulsion.

Note: Clause 5.33 reflects section 10(2) of the Act.

Note: If adopted, clauses 15.14 and 15.15 confer a standing authorisation on all chairpersons of meetings of the Council and committees of the Council to expel persons from meetings. If adopted, clause 15.14 authorises chairpersons to expel any person, including a Councillor, from a Council or committee meeting. Alternatively, if adopted, clause 15.15 authorises chairpersons to expel persons other than Councillors from a Council or committee meeting.

Webcasting of meetings

- 5.33. Each meeting of the council or a committee of the council is to be recorded by means of an audio or audio-visual device.
- 5.34. At the start of each meeting of the council or a committee of the council, the chairperson must inform the persons attending the meeting that:
- a. the meeting is being recorded and made publicly available on the council's website, and
 - b. persons attending the meeting should refrain from making any defamatory statements.
- 5.35. The recording of a meeting is to be made publicly available on the council's website:
- a. at the same time as the meeting is taking place, or
 - b. as soon as practicable after the meeting.
- 5.36. The recording of a meeting is to be made publicly available on the council's website for at least 12 months after the meeting.
- 5.37. Clauses 5.35 and 5.36 do not apply to any part of a meeting that has been closed to the public in accordance with section 10A of the Act.

Note: Clauses 5.32 – 5.36 reflect section 236 of the Regulation.

- 5.38. Recordings of meetings may be disposed of in accordance with the State Records Act 1998.

Attendance of the General Manager and other staff at meetings

- 5.39. The General Manager is entitled to attend, but not to vote at, a meeting of the Council or a meeting of a committee of the Council of which all of the members are Councillors.

Note: Clause 5.39 reflects section 376(1) of the Act.

- 5.40. The General Manager is entitled to attend a meeting of any other committee of the Council and may, if a member of the committee, exercise a vote.

Note: Clause 5.40 reflects section 376(2) of the Act.

- 5.41. The General Manager may be excluded from a meeting of the Council or a committee while the Council or committee deals with a matter relating to the standard of performance of the General Manager or the terms of employment of the General Manager.

Note: Clause 5.41 reflects section 376(3) of the Act.

- 5.42. The attendance of other Council staff at a meeting, (other than as members of the public) shall be with the approval of the General Manager.

- 5.43. The General Manager and other Council staff may attend meetings of the Council and committees of the Council by audio-visual-link. Attendance by Council staff at meetings by audio-visual link (other than as members of the public) shall be with the approval of the General Manager.

6. THE CHAIRPERSON

The chairperson at meetings

- 6.1. The Mayor, or at the request of or in the absence of the Mayor, the deputy Mayor (if any) presides at meetings of the Council.

Note: Clause 6.1 reflects section 369(1) of the Act.

- 6.2. If the Mayor and the deputy Mayor (if any) are absent, a Councillor elected to chair the meeting by the Councillors present presides at a meeting of the Council.

Note: Clause 6.2 reflects section 369(2) of the Act.

Election of the chairperson in the absence of the Mayor and deputy Mayor

- 6.3. If no chairperson is present at a meeting of the Council at the time designated for the holding of the meeting, the first business of the meeting must be the election of a chairperson to preside at the meeting.
- 6.4. The election of a chairperson must be conducted:
 - a. by the General Manager or, in their absence, an employee of the Council designated by the General Manager to conduct the election, or
 - b. by the person who called the meeting or a person acting on their behalf if neither the General Manager nor a designated employee is present at the meeting, or if there is no General Manager or designated employee.
- 6.5. If, at an election of a chairperson, two (2) or more candidates receive the same number of votes and no other candidate receives a greater number of votes, the chairperson is to be the candidate whose name is chosen by lot.
- 6.6. For the purposes of clause 6.5, the person conducting the election must:
 - a. arrange for the names of the candidates who have equal numbers of votes to be written on similar slips, and
 - b. then fold the slips so as to prevent the names from being seen, mix the slips and draw one of the slips at random.
- 6.7. The candidate whose name is on the drawn slip is the candidate who is to be the chairperson.
- 6.8. Any election conducted under clause 6.3, and the outcome of the vote, are to be recorded in the minutes of the meeting.

Chairperson to have precedence

- 6.9. When the chairperson rises or speaks during a meeting of the Council:
 - a. any Councillor then speaking or seeking to speak must cease speaking and, if standing, immediately resume their seat, and
 - b. every Councillor present must be silent to enable the chairperson to be heard without interruption.

7. MODES OF ADDRESS

- 7.1. If the chairperson is the Mayor, they are to be addressed as 'Mr Mayor' or 'Madam Mayor'.
- 7.2. Where the chairperson is not the Mayor, they are to be addressed as either 'Mr Chairperson' or 'Madam Chairperson'.
- 7.3. A Councillor is to be addressed as 'Councillor [surname]'.
- 7.4. A Council officer is to be addressed by their official designation or as Mr/Ms [surname].

8. ORDER OF BUSINESS FOR ORDINARY COUNCIL MEETINGS

- 8.1. The general order of business for an ordinary meeting of the Council shall be:
 1. *Opening Meeting*
 2. *Acknowledgment of Country*
 3. *Apologies and requests for leave of absence or attendance by audio-visual link by Councillors*
 4. *Disclosures of Interests*
 5. *Confirmation of Minutes of Previous Meetings*
 6. *Moment of Quiet Contemplation*
 7. *Public Forum (hearing from registered speakers only)*
 8. *Condolence Motions*
 9. *Mayoral Minute(s)*
 10. *Reports to Council*
 11. *Notice of Motions/Questions with Notice*
 12. *Confidential Matters*
 13. *Urgency Motions (If required)*
 14. *Conclusion of the meeting*
- 8.2. The order of business as fixed under clause 8.1 may be altered for a particular meeting of the Council if a motion to that effect is passed at that meeting. Such a motion can be moved without notice.

Note: Part 13 allows Council to deal with items of business by exception.

- 8.3. Despite clauses 10.20–10.30, only the mover of a motion referred to in clause 8.2 may speak to the motion before it is put.

9. CONSIDERATION OF BUSINESS AT COUNCIL MEETINGS

Business that can be dealt with at a Council meeting

- 9.1. The Council must not consider business at a meeting of the Council:
- a. unless a Councillor has given notice of the business, as required by clause 3.9, and
 - b. unless notice of the business has been sent to the Councillors in accordance with clause 3.6 in the case of an ordinary meeting or clause 3.8 in the case of an extraordinary meeting called in an emergency.
- 9.2. Clause 9.1 does not apply to the consideration of business at a meeting, if the business:
- a. is already before, or directly relates to, a matter that is already before the Council, or
 - b. is the election of a chairperson to preside at the meeting, or
 - c. subject to clause 9.9, is a matter or topic put to the meeting by way of a Mayoral minute, or
 - d. is a motion for the adoption of recommendations of a committee, including, but not limited to, a committee of the Council.
- 9.3. Despite clause 9.1, business may be considered at a meeting of the Council even though due notice of the business has not been given to the Councillors if:
- a. a motion is passed to have the business considered at the meeting, and
 - b. the business to be considered is ruled by the chairperson to be of great urgency on the grounds that it requires a decision by the Council before the next scheduled ordinary meeting of the Council.
- 9.4. A motion moved under clause 9.3(a) can be moved without notice. Despite clauses 10.20–10.30, only the mover of a motion referred to in clause 9.3(a) can speak to the motion before it is put.
- 9.5. A motion of dissent cannot be moved against a ruling by the chairperson under clause 9.3(b).

Mayoral minutes

- 9.6. Subject to clause 9.9, if the Mayor is the chairperson at a meeting of the Council, the Mayor may, by minute signed by the Mayor, put to the meeting

without notice any matter or topic that is within the jurisdiction of the Council, or of which the Council has official knowledge.

- 9.7. A Mayoral minute, when put to a meeting, takes precedence over all business on the Council's agenda for the meeting. The chairperson (but only if the chairperson is the Mayor) may move the adoption of a Mayoral minute without the motion being seconded.
- 9.8. A recommendation made in a Mayoral minute put by the Mayor is, so far as it is adopted by the Council, a resolution of the Council.
- 9.9. A Mayoral minute must not be used to put without notice matters that are routine and not urgent or matters for which proper notice should be given because of their complexity. For the purpose of this clause, a matter will be urgent where it requires a decision by the Council before the next scheduled ordinary meeting of the Council.
- 9.10. Where a Mayoral minute makes a recommendation which, if adopted, would require the expenditure of funds on works and/or services other than those already provided for in the Council's current adopted operational plan, it must identify the source of funding for the expenditure that is the subject of the recommendation.

Staff reports

- 9.11. A recommendation made in a staff report is, so far as it is adopted by the Council, a resolution of the Council.

Reports of committees of Council

- 9.12. The recommendations of a committee of the Council are, so far as they are adopted by the Council, resolutions of the Council.
- 9.13. If in a report of a committee of the Council distinct recommendations are made, the Council may make separate decisions on each recommendation.

Questions

- 9.14. A question must not be asked at a meeting of the Council unless it concerns a matter on the agenda of the meeting or notice has been given of the question in accordance with clauses 3.9 and 3.13.
- 9.15. A Councillor may, through the chairperson, put a question to another Councillor about a matter on the agenda.
- 9.16. A Councillor may, through the General Manager, put a question to a Council employee about a matter on the agenda. Council employees are only obliged to answer a question put to them through the General Manager at the direction of the General Manager.
- 9.17. A Councillor or Council employee to whom a question is put is entitled to be given reasonable notice of the question and, in particular, sufficient notice to enable reference to be made to other persons or to information. Where a

Councillor or Council employee to whom a question is put is unable to respond to the question at the meeting at which it is put, they may take it on notice and report the response to the next meeting of the Council.

9.18. Councillors must put questions directly, succinctly, respectfully and without argument.

9.19. The chairperson must not permit discussion on any reply to, or refusal to reply to, a question put to a Councillor or Council employee.

10. RULES OF DEBATE

Motions to be seconded

10.1. Unless otherwise specified in this code, a motion or an amendment cannot be debated unless or until it has been seconded.

Notices of motion

10.2. A Councillor who has submitted a notice of motion under clause 3.9 is to move the motion the subject of the notice of motion at the meeting at which it is to be considered.

10.3. If a Councillor who has submitted a notice of motion under clause 3.9 wishes to withdraw it after the agenda and business paper for the meeting at which it is to be considered have been sent to Councillors, the Councillor may request the withdrawal of the motion when it is before the Council.

10.4. In the absence of a Councillor who has placed a notice of motion on the agenda for a meeting of the Council:

- a. any other Councillor may, with the leave of the chairperson, move the motion at the meeting, or
- b. the chairperson may defer consideration of the motion until the next meeting of the Council.

Chairperson's duties with respect to motions

10.5. It is the duty of the chairperson at a meeting of the Council to receive and put to the meeting any lawful motion that is brought before the meeting.

10.6. The chairperson must rule out of order any motion or amendment to a motion that is unlawful or the implementation of which would be unlawful.

10.7. Before ruling out of order a motion or an amendment to a motion under clause 10.6, the chairperson is to give the mover an opportunity to clarify or amend the motion or amendment.

10.8. Any motion, amendment, or other matter that the chairperson has ruled out of order is taken to have been lost.

Motions requiring the expenditure of funds

- 10.9. A motion or an amendment to a motion which if passed would require the expenditure of funds on works and/or services other than those already provided for in the Council's current adopted operational plan must identify the source of funding for the expenditure that is the subject of the motion. If the motion does not identify a funding source, the Council must defer consideration of the matter, pending the identification of the funding source.

Amendments to motions

- 10.10. An amendment to a motion must be moved and seconded before it can be debated.
- 10.11. An amendment to a motion must relate to the matter being dealt with in the original motion before the Council and must not be a direct negative of the original motion. An amendment to a motion which does not relate to the matter being dealt with in the original motion, or which is a direct negative of the original motion, must be ruled out of order by the chairperson.
- 10.12. The mover of an amendment is to be given the opportunity to explain any uncertainties in the proposed amendment before a seconder is called for.
- 10.13. If an amendment has been lost, a further amendment can be moved to the motion to which the lost amendment was moved, and so on, but no more than one (1) motion and one (1) proposed amendment can be before Council at any one time.
- 10.14. While an amendment is being considered, debate must only occur in relation to the amendment and not the original motion. Debate on the original motion is to be suspended while the amendment to the original motion is being debated.
- 10.15. If the amendment is carried, it becomes the motion and is to be debated. If the amendment is lost, debate is to resume on the original motion.
- 10.16. An amendment may become the motion without debate or a vote where it is accepted by the Councillor who moved the original motion.

Foreshadowed motions

- 10.17. A Councillor may propose a foreshadowed motion in relation to the matter the subject of the original motion before the Council, without a seconder during debate on the original motion. The foreshadowed motion is only to be considered if the original motion is lost or withdrawn and the foreshadowed motion is then moved and seconded. If the original motion is carried, the foreshadowed motion lapses.
- 10.18. Where an amendment has been moved and seconded, a Councillor may, without a seconder, foreshadow a further amendment that they propose to move after the first amendment has been dealt with. There is no limit to the number of foreshadowed amendments that may be put before the Council at any time. However, no discussion can take place on foreshadowed

amendments until the previous amendment has been dealt with and the foreshadowed amendment has been moved and seconded.

- 10.19. Foreshadowed motions and foreshadowed amendments are to be considered in the order in which they are proposed. However, foreshadowed motions cannot be considered until all foreshadowed amendments have been dealt with.

Limitations on the number and duration of speeches

- 10.20. A Councillor who, during a debate at a meeting of the Council, moves an original motion, has the right to speak on each amendment to the motion and a right of general reply to all observations that are made during the debate in relation to the motion, and any amendment to it at the conclusion of the debate before the motion (whether amended or not) is finally put.
- 10.21. A Councillor, other than the mover of an original motion, has the right to speak once on the motion and once on each amendment to it.
- 10.22. A Councillor must not, without the consent of the Council, speak more than once on a motion or an amendment, or for longer than 3 minutes at any one time.
- 10.23. Despite clause 10.22, the chairperson may permit a Councillor who claims to have been misrepresented or misunderstood to speak more than once on a motion or an amendment, and for longer than 3 minutes on that motion or amendment to enable the Councillor to make a statement limited to explaining the misrepresentation or misunderstanding.
- 10.24. Despite clause 10.22, the Council may resolve to shorten the duration of speeches to expedite the consideration of business at a meeting.
- 10.25. Despite clauses 10.20 and 10.21, a Councillor may move that a motion or an amendment be now put:
- a. if the mover of the motion or amendment has spoken in favour of it and no Councillor expresses an intention to speak against it, or
 - b. if at least two (2) Councillors have spoken in favour of the motion or amendment and at least two (2) Councillors have spoken against it.
- 10.26. The chairperson must immediately put to the vote, without debate, a motion moved under clause 10.25. A seconder is not required for such a motion.
- 10.27. If a motion that the original motion or an amendment be now put is passed, the chairperson must, without further debate, put the original motion or

amendment to the vote immediately after the mover of the original motion has exercised their right of reply under clause 10.20.

10.28.If a motion that the original motion or an amendment be now put is lost, the chairperson must allow the debate on the original motion or the amendment to be resumed.

10.29.All Councillors must be heard without interruption and all other Councillors must, unless otherwise permitted under this code, remain silent while another Councillor is speaking.

10.30.Once the debate on a matter has concluded and a matter has been dealt with, the chairperson must not allow further debate on the matter.

Examples of procedural motions are shown in the following table:

Motion	Moved without Notice	Requires Seconder	Speakers/Debate Permitted	Right of Reply
Change the order of Business	Yes	Yes	Mover of motion only	No
Business without Notice (matter of urgency)	Yes	Yes	Mover of motion only	No
Dissent from Chairpersons' ruling (on point of order)	Yes	Yes	Mover and Chairperson only may speak	No
Adjournment of meeting	Yes	Yes	No debate permitted	No
Limitation to number of speakers (questions be now put)	Yes <i>but only after at least 2 have spoken in favour and 2 have spoken against the motion or there are no Councillors who wish to speak against</i>	No	No debate permitted. Question must be put immediately.	No
Deferment of a matter	Yes	Yes	Yes	Yes
Vote on points of a resolution separately	Yes	Yes	Mover of motion only	No

11. VOTING

Voting entitlements of Councillors

11.1. Each Councillor is entitled to one (1) vote.

Note: Clause 11.1 reflects section 370(1) of the Act.

11.2. The person presiding at a meeting of the Council has, in the event of an equality of votes, a second or casting vote.

Note: Clause 11.2 reflects section 370(2) of the Act.

11.3. Where the chairperson declines to exercise, or fails to exercise, their second or casting vote, in the event of an equality of votes, the motion being voted upon is lost.

Voting at Council meetings

11.4. A Councillor who is present at a meeting of the Council but who fails to vote on a motion put to the meeting is taken to have voted against the motion.

11.5. Voting at a meeting, including voting in an election at a meeting, is to be by open means (such as on the voices, by show of hands or by a visible electronic voting system). However, the Council may resolve that the voting in any election by Councillors for Mayor or deputy Mayor is to be by secret ballot.

11.6. All voting at Council meetings, (including meetings that are closed to the public), must be recorded in the minutes of meetings with the names of Councillors who voted for and against each motion or amendment, (including the use of the casting vote), being recorded.

Voting on planning decisions

11.7. The General Manager must keep a register containing, for each planning decision made at a meeting of the Council or a Council committee (including, but not limited to a committee of the Council), the names of the Councillors who supported the decision and the names of any Councillors who opposed (or are taken to have opposed) the decision.

11.8. Each decision recorded in the register is to be described in the register or identified in a manner that enables the description to be obtained from another publicly available document.

11.9. Clauses 11.7 and 11.8 also apply to meetings that are closed to the public.

Note: Clauses 11.7 - 11.9 reflect section 375A of the Act.

Note: The requirements of clause 11.8 may be satisfied by maintaining a register of the minutes of each planning decision.

12. COMMITTEE OF THE WHOLE

- 12.1. The Council may resolve itself into a committee to consider any matter before the Council.

Note: Clause 12.1 reflects section 373 of the Act.

- 12.2. All the provisions of this code relating to meetings of the Council, so far as they are applicable, extend to and govern the proceedings of the Council when in committee of the whole, except the provisions limiting the number and duration of speeches.

Note: Clauses 10.20–10.30 limit the number and duration of speeches.

- 12.3. The General Manager or, in the absence of the General Manager, an employee of the Council designated by the General Manager, is responsible for reporting to the Council the proceedings of the committee of the whole. It is not necessary to report the proceedings in full, but any recommendations of the committee must be reported.
- 12.4. The Council must ensure that a report of the proceedings (including any recommendations of the committee) is recorded in the Council's minutes. However, the Council is not taken to have adopted the report until a motion for adoption has been made and passed.

13. DEALING WITH ITEMS BY EXCEPTION

- 13.1. The Council or a committee of Council may, at any time, resolve to adopt multiple items of business on the agenda together by way of a single resolution.
- 13.2. Before the Council or committee resolves to adopt multiple items of business on the agenda together under clause 13.1, the chairperson must list the items of business to be adopted and ask Councillors to identify any individual items of business listed by the chairperson that they intend to vote against the recommendation made in the business paper or that they wish to speak on.
- 13.3. The Council or committee must not resolve to adopt any item of business under clause 13.1 that a Councillor has identified as being one they intend to vote against the recommendation made in the business paper or to speak on.
- 13.4. Where the consideration of multiple items of business together under clause 13.1 involves a variation to the order of business for the meeting, the Council or committee must resolve to alter the order of business in accordance with clause 8.2.

- 13.5. A motion to adopt multiple items of business together under clause 13.1 must identify each of the items of business to be adopted and state that they are to be adopted as recommended in the business paper.
- 13.6. Items of business adopted under clause 13.1 are to be taken to have been adopted unanimously.
- 13.7. Councillors must ensure that they declare and manage any conflicts of interest they may have in relation to items of business considered together under clause 13.1 in accordance with the requirements of the Council's code of conduct.

14. CLOSURE OF COUNCIL MEETINGS TO THE PUBLIC

Grounds on which meetings can be closed to the public

- 14.1. The Council or a committee of the Council may close to the public so much of its meeting as comprises the discussion or the receipt of any of the following types of matters:
 - a. personnel matters concerning particular individuals (other than Councillors),
 - b. the personal hardship of any resident or ratepayer,
 - c. information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business,
 - d. commercial information of a confidential nature that would, if disclosed:
 - (i) prejudice the commercial position of the person who supplied it, or
 - (ii) confer a commercial advantage on a competitor of the Council, or
 - (iii) reveal a trade secret,
 - e. information that would, if disclosed, prejudice the maintenance of law,
 - f. matters affecting the security of the Council, Councillors, Council staff or Council property,
 - g. advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege,
 - h. information concerning the nature and location of a place or an item of Aboriginal significance on community land,

- i. alleged contraventions of the Council's code of conduct.

Note: Clause 14.1 reflects section 10A(1) and (2) of the Act.

- 14.2. The Council or a committee of the Council may also close to the public so much of its meeting as comprises a motion to close another part of the meeting to the public.

Note: Clause 14.2 reflects section 10A(3) of the Act.

Matters to be considered when closing meetings to the public

- 14.3. A meeting is not to remain closed during the discussion of anything referred to in clause 14.1:

- a. except for so much of the discussion as is necessary to preserve the relevant confidentiality, privilege or security, and
- b. if the matter concerned is a matter other than a personnel matter concerning particular individuals, the personal hardship of a resident or ratepayer or a trade secret – unless the Council or committee concerned is satisfied that discussion of the matter in an open meeting would, on balance, be contrary to the public interest.

Note: Clause 14.3 reflects section 10B(1) of the Act.

- 14.4. A meeting is not to be closed during the receipt and consideration of information or advice referred to in clause 14.1(g) unless the advice concerns legal matters that:

- a. are substantial issues relating to a matter in which the Council or committee is involved, and
- b. are clearly identified in the advice, and
- c. are fully discussed in that advice.

Note: Clause 14.4 reflects section 10B(2) of the Act.

- 14.5. If a meeting is closed during the discussion of a motion to close another part of the meeting to the public (as referred to in clause 14.2), the consideration of the motion must not include any consideration of the matter or information to be discussed in that other part of the meeting other than consideration of whether the matter concerned is a matter referred to in clause 14.1.

Note: Clause 14.5 reflects section 10B(3) of the Act.

- 14.6. For the purpose of determining whether the discussion of a matter in an open meeting would be contrary to the public interest, it is irrelevant that:

- a. a person may misinterpret or misunderstand the discussion, or

- b. the discussion of the matter may:
 - (i) cause embarrassment to the Council or committee concerned, or to Councillors or to employees of the Council, or
 - (ii) cause a loss of confidence in the Council or committee.

Note: Clause 14.6 reflects section 10B(4) of the Act.

- 14.7. In deciding whether part of a meeting is to be closed to the public, the Council or committee concerned must consider any relevant guidelines issued by the Departmental Chief Executive of the Office of Local Government.

Note: Clause 14.7 reflects section 10B(5) of the Act.

Notice of likelihood of closure not required in urgent cases

- 14.8. Part of a meeting of the Council, or of a committee of the Council, may be closed to the public while the Council or committee considers a matter that has not been identified in the agenda for the meeting under clause 3.20 as a matter that is likely to be considered when the meeting is closed, but only if:
 - a. it becomes apparent during the discussion of a particular matter that the matter is a matter referred to in clause 14.1, and
 - b. the Council or committee, after considering any representations made under clause 14.9, resolves that further discussion of the matter:
 - (i) (should not be deferred (because of the urgency of the matter), and
 - (ii) should take place in a part of the meeting that is closed to the public.

Note: Clause 14.8 reflects section 10C of the Act.

Representations by members of the public

- 14.9. The Council, or a committee of the Council, may allow members of the public to make representations to or at a meeting, before any part of the meeting is closed to the public, as to whether that part of the meeting should be closed.

Note: Clause 14.9 reflects section 10A(4) of the Act.

- 14.10. A representation under clause 14.9 is to be made after the motion to close the part of the meeting is moved and seconded.

- 14.11. Where the matter has been identified in the agenda of the meeting under clause 3.20 as a matter that is likely to be considered when the meeting is closed to the public, in order to make representations under clause 14.9, members of the public must first make an application to the Council in the approved form. Applications must be received by 2pm on the day of the meeting at which the matter is to be considered.
- 14.12. The General Manager (or their delegate) may refuse an application made under clause 14.11. The General Manager or their delegate must give reasons in writing for a decision to refuse an application.
- 14.13. No more than 3 speakers are to be permitted to make representations under clause 14.9.
- 14.14. If more than the permitted number of speakers apply to make representations under clause 14.9, the General Manager or their delegate may request the speakers to nominate from among themselves the persons who are to make representations to the Council. If the speakers are not able to agree on whom to nominate to make representations under clause 14.9, the General Manager or their delegate is to determine who will make representations to the Council.
- 14.15. The General Manager (or their delegate) is to determine the order of speakers.
- 14.16. Where the Council or a committee of the Council proposes to close a meeting or part of a meeting to the public in circumstances where the matter has not been identified in the agenda for the meeting under clause 3.21 as a matter that is likely to be considered when the meeting is closed to the public, the chairperson is to invite representations from the public under clause 14.9 after the motion to close the part of the meeting is moved and seconded. The chairperson is to permit no more than 3 speakers to make representations in such order as determined by the chairperson.
- 14.17. Each speaker will be allowed 3 minutes to make representations, and this time limit is to be strictly enforced by the chairperson. Speakers must confine their representations to whether the meeting should be closed to the public. If a speaker digresses to irrelevant matters, the chairperson is to direct the speaker not to do so. If a speaker fails to observe a direction from the chairperson, the speaker will not be further heard.

Expulsion of non-Councillors from meetings closed to the public

- 14.18. If a meeting or part of a meeting of the Council or a committee of the Council is closed to the public in accordance with section 10A of the Act and this code, any person who is not a Councillor and who fails to leave the meeting when requested, may be expelled from the meeting as provided by section 10(2)(a) or (b) of the Act.
- 14.19. If any such person, after being notified of a resolution or direction expelling them from the meeting, fails to leave the place where the meeting is being held, a police officer, or any person authorised for the purpose by the Council or person presiding, may, by using only such force as is necessary,

remove the first-mentioned person from that place and, if necessary restrain that person from re-entering that place for the remainder of the meeting.

Obligations of Councillors attending meetings by audio-visual link

14.20.Councillors attending a meeting by audio-visual link must ensure that no other person is within sight or hearing of the meeting at any time that the meeting is closed to the public under section 10A of the Act.

Information to be disclosed in resolutions closing meetings to the public

14.21.The grounds on which part of a meeting is closed must be stated in the decision to close that part of the meeting and must be recorded in the minutes of the meeting. The grounds must specify the following:

- a. the relevant provision of section 10A(2) of the Act,
- b. the matter that is to be discussed during the closed part of the meeting,
- c. the reasons why the part of the meeting is being closed, including (if the matter concerned is a matter other than a personnel matter concerning particular individuals, the personal hardship of a resident or ratepayer or a trade secret) an explanation of the way in which discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

Note: Clause 14.21 reflects section 10D of the Act.

Resolutions passed at closed meetings to be made public

14.22.If the Council passes a resolution during a meeting, or a part of a meeting, that is closed to the public, the chairperson must make the resolution public as soon as practicable after the meeting, or the relevant part of the meeting, has ended, and the resolution must be recorded in the publicly available minutes of the meeting.

14.23.Resolutions passed during a meeting, or a part of a meeting, that is closed to the public must be made public by the chairperson under clause 14.22 during a part of the meeting that is webcast.

15. KEEPING ORDER AT MEETINGS

Points of order

- 15.1. A Councillor may draw the attention of the chairperson to an alleged breach of this code by raising a point of order. A point of order does not require a seconder.
- 15.2. A point of order cannot be made with respect to adherence to the principles contained in clause 2.1.
- 15.3. A point of order must be taken immediately it is raised. The chairperson must suspend the business before the meeting and permit the Councillor raising the point of order to state the provision of this code they believe has been breached. The chairperson must then rule on the point of order – either by upholding it or by overruling it.

Questions of order

- 15.4. The chairperson, without the intervention of any other Councillor, may call any Councillor to order whenever, in the opinion of the chairperson, it is necessary to do so.
- 15.5. A Councillor who claims that another Councillor has committed an act of disorder, or is out of order, may call the attention of the chairperson to the matter.
- 15.6. The chairperson must rule on a question of order immediately after it is raised but, before doing so, may invite the opinion of the Council.
- 15.7. The chairperson's ruling must be obeyed unless a motion dissenting from the ruling is passed.

Motions of dissent

- 15.8. A Councillor can, without notice, move to dissent from a ruling of the chairperson on a point of order or a question of order. If that happens, the chairperson must suspend the business before the meeting until a decision is made on the motion of dissent.
- 15.9. If a motion of dissent is passed, the chairperson must proceed with the suspended business as though the ruling dissented from had not been given. If, as a result of the ruling, any motion or business has been rejected as out of order, the chairperson must restore the motion or business to the agenda and proceed with it in due course.
- 15.10. Despite any other provision of this code, only the mover of a motion of dissent and the chairperson can speak to the motion before it is put. The mover of the motion does not have a right of general reply.

Acts of disorder

15.11. A Councillor commits an act of disorder if the Councillor, at a meeting of the Council or a committee of the Council:

- a. contravenes the Act, the Regulation or this code, or
- b. assaults or threatens to assault another Councillor or person present at the meeting, or
- c. moves or attempts to move a motion or an amendment that has an unlawful purpose or that deals with a matter that is outside the jurisdiction of the Council or the committee, or addresses or attempts to address the Council or the committee on such a motion, amendment or matter, or
- d. insults, or makes unfavourable personal remarks about, or imputes improper motives to any other Council official, or alleges a breach of the Council's code of conduct, or
- e. says or does anything that is inconsistent with maintaining order at the meeting or is likely to bring the Council or the committee into disrepute.

Note: Clause 15.11 reflects section 182 of the Regulation.

15.12. The chairperson may require a Councillor:

- a. to apologise without reservation for an act of disorder referred to in clauses 15.11(a), (b), or (e), or
- b. to withdraw a motion or an amendment referred to in clause 15.11(c) and, where appropriate, to apologise without reservation, or
- c. to retract and apologise without reservation for any statement that constitutes an act of disorder referred to in clauses 15.11(d) and (e).

Note: Clause 15.12 reflects section 233 of the Regulation.

How disorder at a meeting may be dealt with

15.13. If disorder occurs at a meeting of the Council, the chairperson may adjourn the meeting for a period of not more than fifteen (15) minutes and leave the chair. The Council, on reassembling, must, on a question put from the chairperson, decide without debate whether the business is to be proceeded with or not. This clause applies to disorder arising from the conduct of members of the public as well as disorder arising from the conduct of Councillors.

Expulsion from meetings

- 15.14. All chairpersons of meetings of the Council and committees of the Council are authorised under this code to expel any person other than a Councillor, from a Council or committee meeting, for the purposes of section 10(2)(b) of the Act. Councillors may only be expelled by resolution of the Council or the committee of the Council.
- 15.15. Clause 15.14, does not limit the ability of the Council or a committee of the Council to resolve to expel a person, including a Councillor, from a Council or committee meeting, under section 10(2)(a) of the Act.
- 15.16. A Councillor may, as provided by section 10(2)(a) or (b) of the Act, be expelled from a meeting of the Council for having failed to comply with a requirement under clause 15.12. The expulsion of a Councillor from the meeting for that reason does not prevent any other action from being taken against the Councillor for the act of disorder concerned.

Note: Clause 15.16 reflects section 233(2) of the Regulation.

- 15.17. A member of the public may, as provided by section 10(2)(a) or (b) of the Act, be expelled from a meeting of the Council for engaging in or having engaged in disorderly conduct at the meeting.
- 15.18. Where a Councillor or a member of the public is expelled from a meeting, the expulsion and the name of the person expelled, if known, are to be recorded in the minutes of the meeting.
- 15.19. If a Councillor or a member of the public fails to leave the place where a meeting of the Council is being held immediately after they have been expelled, a police officer, or any person authorised for the purpose by the Council or person presiding, may, by using only such force as is necessary, remove the Councillor or member of the public from that place and, if necessary, restrain the Councillor or member of the public from re-entering that place for the remainder of the meeting.

How disorder by Councillors attending meetings by audio-visual link may be dealt with

- 15.20. Where a Councillor is attending a meeting by audio-visual link, the chairperson or a person authorised by the chairperson may mute the Councillor's audio link to the meeting for the purposes of enforcing compliance with this code.
- 15.21. If a Councillor attending a meeting by audio-visual link is expelled from a meeting for an act of disorder, the chairperson of the meeting or a person authorised by the chairperson, may terminate the Councillor's audio-visual link to the meeting.

Use of mobile phones and the unauthorised recording of meetings

- 15.22. Councillors, Council staff and members of the public must ensure that mobile phones are turned to silent during meetings of the Council and committees of the Council.
- 15.23. A person must not live stream or use an audio recorder, video camera, mobile phone or any other device to make a recording of the proceedings of a meeting of the Council or a committee of the Council without the prior authorisation of the Council or the committee.
- 15.24. Without limiting clause 15.17, a contravention of clause 15.23 or an attempt to contravene that clause, constitutes disorderly conduct for the purposes of clause 15.17. Any person who contravenes or attempts to contravene clause 15.23, may be expelled from the meeting as provided for under section 10(2) of the Act.
- 15.25. If any such person, after being notified of a resolution or direction expelling them from the meeting, fails to leave the place where the meeting is being held, a police officer, or any person authorised for the purpose by the Council or person presiding, may, by using only such force as is necessary, remove the first-mentioned person from that place and, if necessary, restrain that person from re-entering that place for the remainder of the meeting.

16. CONFLICTS OF INTEREST

- 16.1. All Councillors and, where applicable, all other persons, must declare and manage any conflicts of interest they may have in matters being considered at meetings of the Council and committees of the Council in accordance with the Council's code of conduct. All declarations of conflicts of interest and how the conflict of interest was managed by the person who made the declaration must be recorded in the minutes of the meeting at which the declaration was made.
- 16.2. Councillors attending a meeting by audio-visual link must declare and manage any conflicts of interest they may have in matters being considered at the meeting in accordance with the Council's code of conduct. Where a Councillor has declared a pecuniary or significant non-pecuniary conflict of interest in a matter being discussed at the meeting, the Councillor's audio-visual link to the meeting must be suspended or terminated and the Councillor must not be in sight or hearing of the meeting at any time during which the matter is being considered or discussed by the Council or committee, or at any time during which the Council or committee is voting on the matter.

Disclosures made at the meeting should be stated as follows:

Disclosure	What to say	Action to take
Pecuniary Interest	I declare a pecuniary interest in item XX, due to <i>(detail reason of the conflict)</i>	<i>Councillor must leave the meeting, be out of sight of the meeting and not participate in discussions or voting on the matter.</i>
Significant, non-pecuniary interest	I declare a significant, non-pecuniary interest in item XX, due to <i>(detail reason of the conflict)</i>	<i>Councillor must leave the meeting, be out of sight of the meeting and not participate in discussions or voting on the matter.</i>
Less than significant, non-pecuniary interest	I declare a less than significant non-pecuniary interest in item XX due to <i>(detail reason of the conflict and explanation of why the conflict requires no further action)</i>	<i>No action needed, Councillor can remain at the meeting, partake in the discussions and vote on the matter.</i>

17. DECISIONS OF THE COUNCIL

Council decisions

- 17.1. A decision supported by a majority of the votes at a meeting of the Council at which a quorum is present is a decision of the Council.

Note: Clause 17.1 reflects section 371 of the Act.

- 17.2. Decisions made by the Council must be accurately recorded in the minutes of the meeting at which the decision is made.

Rescinding or altering Council decisions

- 17.3. A resolution passed by the Council may not be altered or rescinded except by a motion to that effect of which notice has been given under clause 3.9.

Note: Clause 17.3 reflects section 372(1) of the Act.

- 17.4. If a notice of motion to rescind a resolution is given at the meeting at which the resolution is carried, the resolution must not be carried into effect until the motion of rescission has been dealt with.

Note: Clause 17.4 reflects section 372(2) of the Act.

- 17.5. If a motion has been lost, a motion having the same effect must not be considered unless notice of it has been duly given in accordance with clause 3.9.

Note: Clause 17.5 reflects section 372(3) of the Act.

- 17.6. A notice of motion to alter or rescind a resolution, and a notice of motion which has the same effect as a motion which has been lost, must be signed by three (3) Councillors if less than three (3) months has elapsed since the resolution was passed, or the motion was lost.

Note: Clause 17.6 reflects section 372(4) of the Act.

- 17.7. If a motion to alter or rescind a resolution has been lost, or if a motion which has the same effect as a previously lost motion is lost, no similar motion may be brought forward within three (3) months of the meeting at which it was lost. This clause may not be evaded by substituting a motion differently worded, but in principle the same.

Note: Clause 17.7 reflects section 372(5) of the Act.

- 17.8. The provisions of clauses 17.5–17.7 concerning lost motions do not apply to motions of adjournment.

Note: Clause 17.8 reflects section 372(7) of the Act.

- 17.9. A notice of motion submitted in accordance with clause 17.6 may only be withdrawn under clause 3.10 with the consent of all signatories to the notice of motion.

- 17.10. A motion to alter or rescind a resolution of the Council may be moved on the report of a committee of the Council and any such report must be recorded in the minutes of the meeting of the Council.

Note: Clause 17.10 reflects section 372(6) of the Act.

- 17.11. Subject to clause 17.6, in cases of urgency, a motion to alter or rescind a resolution of the Council may be moved at the same meeting at which the resolution was adopted, where:

- a. a notice of motion signed by three Councillors is submitted to the chairperson, and
- b. a motion to have the motion considered at the meeting is passed, and
- c. the chairperson rules the business that is the subject of the motion is of great urgency on the grounds that it requires a decision by the Council before the next scheduled ordinary meeting of the Council.

- 17.12. A motion moved under clause 17.11(b) can be moved without notice. Despite clauses 10.20–10.30, only the mover of a motion referred to in clause 17.11(b) can speak to the motion before it is put.

- 17.13. A motion of dissent cannot be moved against a ruling by the chairperson under clause 17.11(c).

Recommitting resolutions to correct an error

- 17.14. Despite the provisions of this Part, a Councillor may, with the leave of the chairperson, move to recommit a resolution adopted at the same meeting:
- to correct any error, ambiguity or imprecision in the Council's resolution, or
 - to confirm the voting on the resolution.
- 17.15. In seeking the leave of the chairperson to move to recommit a resolution for the purposes of clause 17.14(a), the Councillor is to propose alternative wording for the resolution.
- 17.16. The chairperson must not grant leave to recommit a resolution for the purposes of clause 17.14(a), unless they are satisfied that the proposed alternative wording of the resolution would not alter the substance of the resolution previously adopted at the meeting.
- 17.17. A motion moved under clause 17.14 can be moved without notice. Despite clauses 10.20–10.30, only the mover of a motion referred to in clause 17.14 can speak to the motion before it is put.
- 17.18. A motion of dissent cannot be moved against a ruling by the chairperson under clause 17.14.
- 17.19. A motion moved under clause 17.14 with the leave of the chairperson cannot be voted on unless or until it has been seconded.

18. TIME LIMITS ON COUNCIL MEETINGS

- 18.1. Meetings of the Council and committees of the Council are to conclude no later than 11pm.
- 18.2. If the business of the meeting is unfinished at 11pm, the Council or the committee may, by resolution, extend the time of the meeting.
- 18.3. If the business of the meeting is unfinished at 11pm, and the Council does not resolve to extend the meeting, the chairperson must either:
- defer consideration of the remaining items of business on the agenda to the next ordinary meeting of the Council, or
 - adjourn the meeting to a time, date and place fixed by the chairperson.
- 18.4. Clause 18.3 does not limit the ability of the Council or a committee of the Council to resolve to adjourn a meeting at any time. The resolution adjourning the meeting must fix the time, date and place that the meeting is to be adjourned to.
- 18.5. Where a meeting is adjourned under clause 18.3 or 18.4, the General Manager must:

- a. individually notify each Councillor of the time, date and place at which the meeting will reconvene, and
- b. publish the time, date and place at which the meeting will reconvene on the Council's website and in such other manner that the General Manager is satisfied is likely to bring notice of the time, date and place of the reconvened meeting to the attention of as many people as possible.

19. AFTER THE MEETING

Minutes of meetings

- 19.1. The Council is to keep full and accurate minutes of the proceedings of meetings of the Council.

Note: Clause 19.1 reflects section 375(1) of the Act.

- 19.2. At a minimum, the General Manager must ensure that the following matters are recorded in the Council's minutes:

- a. The names of Councillors attending a Council meeting and whether they attended the meeting in person or by audio-visual link,
- b. details of each motion moved at a council meeting and of any amendments moved to it,
- c. the names of the mover and seconder of the motion or amendment,
- d. whether the motion or amendment was passed or lost, and
- e. such other matters specifically required under this code.

- 19.3. The minutes of a Council meeting must be confirmed at a subsequent meeting of the Council.

Note: Clause 19.3 reflects section 375(2) of the Act.

- 19.4. Any debate on the confirmation of the minutes is to be confined to whether the minutes are a full and accurate record of the meeting they relate to.

- 19.5. When the minutes have been confirmed, they are to be signed by the person presiding at the subsequent meeting.

Note: Clause 19.5 reflects section 375(2) of the Act.

- 19.6. The confirmed minutes of a meeting may be amended to correct typographical or administrative errors after they have been confirmed. Any amendment made under this clause must not alter the substance of any decision made at the meeting.

- 19.7. The confirmed minutes of a Council meeting must be published on the Council's website. This clause does not prevent the Council from also publishing unconfirmed minutes of its meetings on its website prior to their confirmation.

Access to correspondence and reports laid on the table at, or submitted to, a meeting

- 19.8. The Council and committees of the Council must, during or at the close of a meeting, or during the business day following the meeting, give reasonable access to any person to inspect correspondence and reports laid on the table at, or submitted to, the meeting.

Note: Clause 19.8 reflects section 11(1) of the Act.

- 19.9. Clause 19.8 does not apply if the correspondence or reports relate to a matter that was received or discussed or laid on the table at, or submitted to, the meeting when the meeting was closed to the public.

Note: Clause 19.9 reflects section 11(2) of the Act.

- 19.10. Clause 19.8 does not apply if the Council or the committee resolves at the meeting, when open to the public, that the correspondence or reports are to be treated as confidential because they relate to a matter specified in section 10A(2) of the Act.

Note: Clause 19.10 reflects section 11(3) of the Act.

- 19.11. Correspondence or reports to which clauses 19.9 and 19.10 apply are to be marked with the relevant provision of section 10A(2) of the Act that applies to the correspondence or report.

Implementation of decisions of the Council

- 19.12. The General Manager is to implement, without undue delay, lawful decisions of the Council.

Note: Clause 19.12 reflects section 335(b) of the Act.

20. COUNCIL COMMITTEES

Application of this Part

- 20.1. This Part only applies to committees of the Council whose members are all Councillors.

Council committees whose members are all Councillors

- 20.2. The Council may, by resolution, establish such committees as it considers necessary.
- 20.3. A committee of the Council is to consist of the Mayor and such other Councillors as are elected by the Councillors or appointed by the Council.

20.4. The quorum for a meeting of a committee of the Council is to be:

- a. such number of members as the Council decides, or
- b. if the Council has not decided a number – a majority of the members of the committee.

Functions of committees

20.5. The Council must specify the functions of each of its committees when the committee is established but may from time to time amend those functions.

Notice of committee meetings

20.6. The General Manager must send to each Councillor, regardless of whether they are a committee member, at least three (3) days before each meeting of the committee, a notice specifying:

- a. the time, date and place of the meeting, and
- b. the business proposed to be considered at the meeting.

20.7. Notice of less than three (3) days may be given of a committee meeting called in an emergency.

Attendance at committee meetings

20.8. A committee member (other than the Mayor) ceases to be a member of a committee if the committee member:

- a. has been absent from three (3) consecutive meetings of the committee without having given reasons acceptable to the committee for the member's absences, or
- b. (b) has been absent from at least half of the meetings of the committee held during the immediately preceding year without having given to the committee acceptable reasons for the member's absences.

20.9. Clause 20.8 does not apply if all of the members of the Council are members of the committee.

Non-members entitled to attend committee meetings

20.10. A Councillor who is not a member of a committee of the Council is entitled to attend, and to speak at a meeting of the committee. However, the Councillor is not entitled:

- a. to give notice of business for inclusion in the agenda for the meeting, or
- b. to move or second a motion at the meeting, or

- c. to vote at the meeting.

Chairperson and Deputy Chairperson of Council committees

20.11. The chairperson of each committee of the Council must be:

- a. the Mayor, or
- b. if the Mayor does not wish to be the chairperson of a committee, a member of the committee elected by the Council, or
- c. (c) if the Council does not elect such a member, a member of the committee elected by the committee.

20.12. The Council may elect a member of a committee of the Council as deputy chairperson of the committee. If the Council does not elect a deputy chairperson of such a committee, the committee may elect a deputy chairperson.

20.13. If neither the chairperson nor the deputy chairperson of a committee of the Council is able or willing to preside at a meeting of the committee, the committee must elect a member of the committee to be acting chairperson of the committee.

20.14. The chairperson is to preside at a meeting of a committee of the Council. If the chairperson is unable or unwilling to preside, the deputy chairperson (if any) is to preside at the meeting, but if neither the chairperson nor the deputy chairperson is able or willing to preside, the acting chairperson is to preside at the meeting.

Procedure in committee meetings

20.15. Subject to any specific requirements of this code, each committee of the Council may regulate its own procedure. The provisions of this code are to be taken to apply to all committees of the Council unless the Council or the committee determines otherwise in accordance with this clause.

20.16. Whenever the voting on a motion put to a meeting of the committee is equal, the chairperson of the committee is to have a casting vote as well as an original vote unless the Council or the committee determines otherwise in accordance with clause 20.15.

20.17. Voting at a Council committee meeting is to be by open means (such as on the voices, by show of hands or by a visible electronic voting system).

Closure of committee meetings to the public

20.18. The provisions of the Act and Part 14 of this code apply to the closure of meetings of committees of the Council to the public in the same way they apply to the closure of meetings of the Council to the public.

20.19. If a committee of the Council passes a resolution, or makes a recommendation, during a meeting, or a part of a meeting that is closed to

the public, the chairperson must make the resolution or recommendation public as soon as practicable after the meeting or part of the meeting has ended, and report the resolution or recommendation to the next meeting of the Council. The resolution or recommendation must also be recorded in the publicly available minutes of the meeting.

20.20. Resolutions passed during a meeting, or a part of a meeting that is closed to the public must be made public by the chairperson under clause 20.20 during a part of the meeting that is webcast.

Disorder in committee meetings

20.21. The provisions of the Act and this code relating to the maintenance of order in Council meetings apply to meetings of committees of the Council in the same way as they apply to meetings of the Council.

Minutes of Council committee meetings

20.22. Each committee of the Council is to keep full and accurate minutes of the proceedings of its meetings. At a minimum, a committee must ensure that the following matters are recorded in the committee's minutes:

- a. The names of Councillors attending a Council meeting and whether they attended the meeting in person or by audio-visual link,
- b. details of each motion moved at a council meeting and of any amendments moved to it,
- c. the names of the mover and seconder of the motion or amendment,
- d. whether the motion or amendment was passed or lost, and
- e. such other matters specifically required under this code.

20.23. All voting at meetings of committees of the Council (including meetings that are closed to the public), must be recorded in the minutes of meetings with the names of Councillors who voted for and against each motion or amendment, (including the use of the casting vote), being recorded.

20.24. The minutes of meetings of each committee of the Council must be confirmed at a subsequent meeting of the committee.

20.25. Any debate on the confirmation of the minutes is to be confined to whether the minutes are a full and accurate record of the meeting they relate to.

20.26. When the minutes have been confirmed, they are to be signed by the person presiding at that subsequent meeting.

20.27. The confirmed minutes of a meeting may be amended to correct typographical or administrative errors after they have been confirmed. Any amendment made under this clause must not alter the substance of any decision made at the meeting.

20.28. The confirmed minutes of a meeting of a committee of the Council must be published on the Council's website. This clause does not prevent the Council from also publishing unconfirmed minutes of meetings of committees of the Council on its website prior to their confirmation.

21. IRREGULARITIES

21.1. Proceedings at a meeting of a Council or a Council committee are not invalidated because of:

- a. a vacancy in a civic office, or
- b. a failure to give notice of the meeting to any Councillor or committee member, or
- c. any defect in the election or appointment of a Councillor or committee member, or
- d. a failure of a Councillor or a committee member to declare a conflict of interest, or to refrain from the consideration or discussion of, or vote on, the relevant matter, at a Council or committee meeting in accordance with the Council's code of conduct, or
- e. a failure to comply with this code.

Note: Clause 21.1 reflects section 374 of the Act.

22. DEFINITIONS

the Act	means the <i>Local Government Act 1993</i>
act of disorder	means an act of disorder as defined in clause 15.11 of this code
amendment	in relation to an original motion, means a motion moving an amendment to that motion
audio recorder	any device capable of recording speech
audio-visual link	means a facility that enables audio and visual communication between persons at different places
business day	means any day except Saturday or Sunday or any other day the whole or part of which is observed as a public holiday throughout New South Wales
chairperson	in relation to a meeting of the Council – means the person presiding at the meeting as provided by section 369 of the Act and clauses 6.1 and 6.2 of this code, and in relation to a meeting of a committee – means the person presiding at the meeting as provided by clause 20.11 of this code
this code	means the Council's adopted code of meeting practice
committee of the Council	means a committee established by the Council in accordance with clause 20.2 of this code (being a committee consisting only of Councillors) or the Council when it has resolved itself into committee of the whole under clause 12.1
Council official	has the same meaning it has in the Model Code of Conduct for Local Councils in NSW
day	means calendar day
division	means a request by two Councillors under clause 11.7 of this code requiring the recording of the names of the Councillors who voted both for and against a motion
foreshadowed amendment	means a proposed amendment foreshadowed by a Councillor under clause 10.18 of this code during debate on the first amendment
foreshadowed motion	means a motion foreshadowed by a Councillor under clause 10.17 of this code during debate on an original motion
open voting	means voting on the voices or by a show of hands or by a visible electronic voting system or similar means
planning decision	means a decision made in the exercise of a function of a Council under the <i>Environmental Planning and Assessment Act 1979</i> including any decision relating to a development application, an environmental planning instrument, a development control plan or a development contribution plan under that Act, but not including

	the making of an order under Division 9.3 of Part 9 of that Act
performance improvement order	means an order issued under section 438A of the Act
quorum	means the minimum number of Councillors or committee members necessary to conduct a meeting
the Regulation	means the <i>Local Government (General) Regulation 2021</i>
webcast	a video or audio broadcast of a meeting transmitted across the internet either concurrently with the meeting or at a later time
year	means the period beginning 1 July and ending the following 30 June

23. VERSION CONTROL

Version	Amended By	Changes Made	Date	ECM #
1	Council	New policy	April 2019	28280774
2	Council	Updated policy	Nov 2020	34272451
3	Council	Updated policy	Feb 2021	34765531
4	Council	Updated Policy	TBD	TBD

Item No: C0322(1) Item 3
Subject: NATIONAL GENERAL ASSEMBLY OF LOCAL GOVERNMENT 2022
Prepared By: Beau-Jane De Costa - Senior Manager Governance and Risk
Authorised By: Peter Livanes - Director Corporate

RECOMMENDATION

That Council:

1. **Determine the Councillors attending the National General Assembly of Local Government 2022; and**
2. **Decide which proposed motions, that meet the National General Assembly's criteria, will be submitted on behalf of Council.**

DISCUSSION

Convened annually by the Australian Local Government Association (ALGA), the National General Assembly (NGA) of Local Government is the peak annual event for Local Government, attracting in excess of 800 Mayors and Councillors each year.

This event provides a unique opportunity for Local Government to engage directly with the Federal Government, to develop national policy and to influence the future direction of councils and communities. The NGA will be held in Canberra from 19-22 June 2022, but Councillors also have the opportunity to attend virtually if they choose.

The purpose of the NGA is to bring together councils from around Australia to discuss, debate and adopt motions of national significance with a focus on how partnerships, particularly between the Australian Government and Local Governments, can tackle immediate challenges facing communities.

In previous years (2021 and 2019) Council has determined that 5 Councillors would attend the NGA.

The theme for the 2022 NGA is 'Partners in Progress'.

SUBMITTING MOTIONS

The National General Assembly calls for Councils to consider submitting motions for debate, this is an important opportunity for councils to influence the national policy agenda and promote new ways of strengthening the local government sector and communities we serve.

When submitting motions Council should focus on how partnerships can address national issues at the local level, and new ways the Australian Government could partner to strengthen the local government sector to advance community well-being, local economic development, create jobs, address environmental challenges, climate change and complex social issues such as housing affordability.

If Council chooses to submit a motion/s there is an expectation that a council representative will be present at the NGA to move and speak to that motion, if required.

Motions will need to be adopted by the Ordinary Council Meeting on 8 March 2022, at the latest, to ensure we are able to submit the motion/s for consideration at the Conference by the deadline of 25 March 2022.

Criteria for motions

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

1. be relevant to the work of local government nationally
2. not be focused on a specific location or region – unless the project has national implications. *Council will be asked to justify why a motion has strategic importance and should be discussed at a national conference*
3. be consistent with the themes of the NGA
4. complement or build on the policy objectives of your state and territory local government association;
5. be submitted by a council which is a financial member of their state or territory local government association
6. propose a clear action and outcome i.e. call on the Australian Government to do something; and
7. 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.

To further assist Councillors with the development of potential motions Councillors have been previously provided with the ALGA discussion paper, the previous 3 years of Inner West motions and the format and information required for each motion, as detailed in **attachment 1, 2 and 3.**









Councillors have submitted the following motions for Consideration at the Council meeting, **refer attachment 4:**

- Yes to the Circular Economy and No to Incinerators
- Uluru Statement

FINANCIAL IMPLICATIONS

The cost for registration, travel and accommodation for the General Assembly will be approximately \$2000 per Councillor attending in person and \$689 for virtual attendance. Funds will be sourced from the Councillors Conference and Training Budget, in accordance with the Councillor Expenses and Facilities Policy.

ATTACHMENTS

1.   National General Assembly Discussion Paper 2022
2.   Previous Inner West National General Assembly Motions
3.   National General Assembly Proposed Motions - Template
4.   Proposed Motion from Councillors



AUSTRALIAN
LOCAL GOVERNMENT
ASSOCIATION

PARTNERS IN PROGRESS

2022 NATIONAL GENERAL ASSEMBLY

19 - 22 JUNE 2022

CALL FOR MOTIONS

DISCUSSION PAPER

Item 3

Attachment 1



NGA22.COM.AU

SUBMITTING MOTIONS

This discussion paper is a call for councils to submit motions for debate at the 2022 National General Assembly (NGA) to be held in Canberra 19 – 22 June 2022.

It has been prepared to assist you and your council in developing your motions. You are encouraged to read all the sections of the paper but are not expected to respond to every issue or question. Your council's motion/s can address one or more of the issues identified in the discussion paper.

Motions should be lodged electronically using the online form available on the NGA website at: www.alga.asn.au and received no later than 11:59pm AEST on Friday 25 March 2022.

The theme of the 2022 NGA is – Partners in Progress.

The NGA aims to focus on how partnerships, particularly between the Australian Government and Local Governments, can tackle immediate challenges facing communities as well as confidently facing the future.

In submitting your council's motion/s you are encouraged to focus on how partnership can address national issues at the local level, and new ways the Australia Government could partner to strengthen the local government sector to advance community well-being, local economic development, create jobs, address environmental challenges, climate change and complex social issues such as housing affordability.

The National General Assembly of Local Government (NGA) is an important opportunity for you and your council to influence the national policy agenda and promote new ways of strengthening the local government sector and our communities.

Note: If your council does submit a motion there is an expectation that a council representative will be present at the National General Assembly to move and speak to that motion if required.

We look forward to hearing from you and seeing you at the 2022 NGA.



To submit your motion go to:
alga.asn.au/



KEY DATES CRITERIA FOR MOTIONS

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. not be focussed on a specific location or region – unless the project has national implications. You will be asked to justify why your motion has strategic importance and should be discussed at a national conference
3. be consistent with the themes of the NGA
4. complement or build on the policy objectives of your state and territory local government association
5. be submitted by a council which is a financial member of their state or territory local government association
6. propose a clear action and outcome i.e. call on the Australian Government to do something; and
7. 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.

Motions should commence as follows - *This National General Assembly calls on the Australian Government to*

Example

This National General Assembly calls on the Australian Government to restore Local Government Financial Assistance Grants to a level equal to at least 1% of Commonwealth taxation revenue.

OTHER THINGS TO CONSIDER

Please note that it is important to complete the background section on the form. Submitters of motions should not assume that NGA delegates will have background knowledge of the issue. The background section helps all delegates, including those with no previous knowledge of the issue, in their consideration of the motion. Please note that motions should not be prescriptive in directing how the matter should be pursued.

Try to keep motions practical, focussed and relatively simple. Complex motions with multiple dot point can be difficult to implement and to advance.

All motions submitted will be reviewed by the ALGA Board's NGA Sub-Committee, in consultation with 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 criteria, clarity of the motion and the importance and relevance of the issue to local government. If there are any questions about the substance or intent of a motion, ALGA will raise these with the nominated contact officer. With the agreement of the submitting council, these motions may be edited before inclusion in the NGA Business Papers.

To ensure an efficient and effective debate where there are numerous motions on a similar issue, the ALGA Board NGA Subcommittee will group the motions together under an overarching strategic motion. The strategic motions have either been drafted by ALGA or are based on a motion submitted by a council which best summarises the subject matter. Debate will focus on the strategic motions. Associated sub-motions will be debated by exception only or in accordance with the debating rules.

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 Papers.

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 AEST on Friday 25 March 2022.

Introduction

As Australia emerges from the crisis management phase of the COVID-19 global pandemic, attention now turns to rebuilding and to the future.

By the time of the NGA in June 2022, the next federal government and 47th Parliament of Australia, will almost certainly have been elected.

Prior to the election the major political parties will have campaigned on priorities and made numerous policy and programs commitments that will help shape our nation's future.

Invariably, in government, these policies and programs will need to be refined, developed and implemented. Almost certainly they will need to be adapted to meet changing circumstances, emerging issues and local and regional needs.

We know from previous elections that governments will not be able to achieve their policy agenda alone. They need reliable partners committed to playing their part in taking the nation forward, working together on mutual goals and advancing national prosperity for all.

During the election campaign, ALGA will be working extensively with state and territory local government association members, and many of you, to advance the national priorities highlighted in the Federal Election manifesto 'Don't' Leave Local Communities Behind'.

These priorities were significantly influenced by many of the resolutions of past NGAs.

Whether the Coalition Government is returned or a new Government formed, the 2022 NGA provides the first major opportunity to engage with relevant portfolio Ministers and key members of the new Government.

Most importantly, it provides you - the elected representatives of Australia's local councils and communities - with the opportunity to reaffirm our national priorities and to place new ideas on the national policy agenda.

The Immediate Recovery Challenges

Government at all levels have collaborated to avert the worst possible health and economic outcomes of the COVID-19 pandemic across Australia.

By November 2021 most states had reached or made significant progress in reaching the 80% or more vaccination threshold.

Every community was affected, some more than others, and local government has been at the forefront of developing local solutions to local challenges.

Given the economic and social impacts of the COVID pandemic on communities over the past 2 years, are there issues that need to be addressed by a new partnership between the Commonwealth Government and local governments?

Given the impacts of the COVID pandemic on your council and other councils around the country, are there issues that a partnership between the Commonwealth Government and local government should address?

Jobs

In September 2021 the national, seasonally adjusted unemployment rate, was 5.2% (ABS). The underemployment rate was 9.5% with monthly hours worked decreasing by 1 million hours. Roy Morgan's survey work suggests Australian unemployment (unadjusted) was 9.2% in October with underemployment at 8.6%.

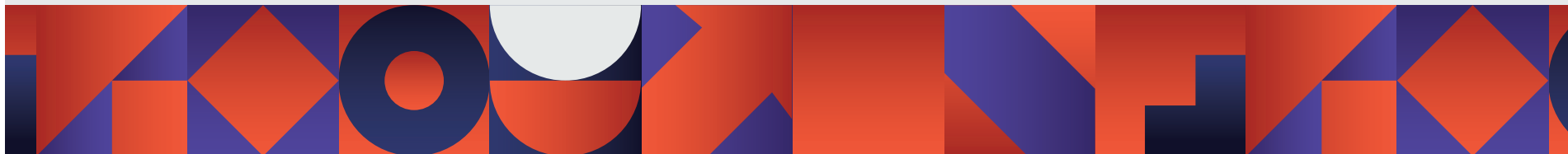
National statistics however mask variations at the state, regional and local level. State and Territory unemployment ranged from 3.9% in Western Australia and the Northern Territory, 5.1% in Queensland and Tasmania, 5.3% in South Australia, NSW 5.4%, Victoria 5.6% and the Australian Capital Territory 6.6%. Similarly, regional and local community unemployment vary from the national average reflecting local circumstances and the different impact of the COVID-19 pandemic, lockdowns and their flow-on effects have on the local economy. Youth unemployment and Aboriginal and Torres Strait Islander unemployment is also consistently higher.

As an employer of staff and of contractors, as well as a facilitator of local economic development, local government can play a key role in addressing unemployment and underemployment.

In keeping with the ALGA Federal election manifesto, 'Don't' Leave Local Communities Behind' local solutions are required for local circumstances.

What new partnership program could the Australian Government develop to take advantage of local government's knowledge of the local economy, geographic spread across the country and its ability to create jobs?

As an employer, what are the pre-requisites for councils to create more good quality, secure local jobs that build community capacity and address local workforce skills shortages?



Building Back Better Businesses

The economic shock of the past 2 years has caused unprecedented disruption to local businesses and communities. While many businesses have adapted to difficult circumstances, some have not survived. The current vacant shops fronts and offices of the streetscapes in our cities and towns is evidence of the challenges that our local businesses, local industry and communities have faced.

The capacity of the private sector, and small business in particular, to bounce back is untested.

What new partnership programs could the Australian Government introduce to take advantage of local government's role in economic development, including to support local businesses?

Opening Australia's Borders

As previously mentioned, by November 2021 most states had reached or made significant progress in reaching the 80% or more vaccination threshold. At this point, under the National Plan to Transition Australian National COVID-19 Response, governments were committed to introducing new measures such as opening international borders, minimising cases in the community without ongoing restrictions or lockdowns, Covid vaccination boosters encouraged and provided as necessary, and allowing uncapped inbound arrivals for all vaccinated persons, without quarantine.

As Australia opens-up its international borders economic recovery is expected to accelerate. The return of expats, international students, overseas migration and international tourism will increase population, supply of labour and demand for goods and services including for accommodation.

In the first instance, economic activity can be expected to return to pre-Covid levels. Over time, with appropriate support, it will grow.

The closure of borders and particularly international borders affected many parts of the tourism industry and the economies of many local communities. While domestic visitors helped fill a gap, recovery of many parts of the industry and the economy of communities that depend heavily on tourism will depend on the return of international travel.

To do this Australia must position itself to compete in international markets. This comes through offering high quality destinations, services and experiences that highlight the quality and value available in Australia. In addition to delivering a better visitor experience, this should also increase productivity, efficiency and innovation.

In the short term, what new partnership programs could the Australian Government introduce to assist local government meet the return of international students and stronger migration now and into the future?

What new programs could the Australian Government develop to partner with local government to facilitate tourism and the traveller economy?

Workforce Shortages and Re-engineering Work

In November 2021 business representatives report significant labour shortages particularly in the agriculture and hospitality sectors. The lack of backpackers, overseas students and migrant workers, combined with people not wanting to return to the workforce, are just some of the reasons attributed to these shortages.

While opening borders may increase the supply of labour, some argue that there is a more fundamental change in Australia's workforce and workplaces.

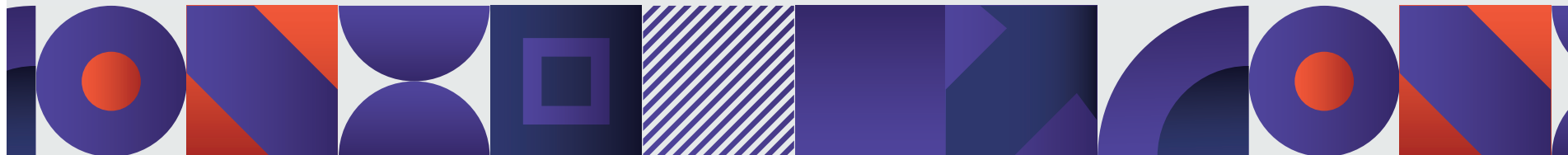
Although not reported in Australia yet, in the United States the post Covid workforce has been associated with what some have called the 'Great Resignation' as employees have adjusted their expectations, work life balance and priorities and simply not returned to their old jobs.

Many workers have been required to work from home for extended periods during the pandemic, including working remotely and now look for greater flexibility in their work. Technology and automation are transforming work and the workplace.

Many are prepared to change jobs to maximise this flexibility and the benefits derived from it. Traditionally this has led to wage pressure but coupled with demand for greater workplace flexibility employers need to be innovative to attract and retain employees. As an employer, councils are not immune and will also need to develop these strategies.

What new programs could the Australian Government develop to partner with local government to help support an influx of skilled migrants?

What new programs could the Australian Government develop to partner with local government to help councils attract and retain appropriately trained workers and employees?



Climate change

The United Nations Conference (COP) of Parties 26 held in Glasgow 2021 focused global attention on climate change and global and national efforts to achieve net zero emissions by 2050 and limit global warming to 1.5 degrees.

For decades local governments have played an important leadership role in addressing climate change. Councils have supported the adoption of a wide range of community-based programs and initiatives to lower the carbon footprint of local communities. As a sector, local government has led the debate for lowering carbon emissions, sourcing renewable energy, responded creatively to reduce greenhouse gas emissions from landfills, facilitated the construction of green buildings and water sensitive design of cities and towns.

Pragmatically, local government has been at the forefront to address the impacts of climate change and adaptation to climate change. These impacts include an increased number of days with high temperatures, less rainfall and more droughts in southern Australia, less snow, more intense rainfall and fire weather, stronger cyclones, and sea level rise. These changes will increase stress on Australia's infrastructure and physical assets and natural ecosystems that are already threatened, and significantly affect agriculture, forestry, fisheries, transport, health, tourism, finance and disaster risk management.

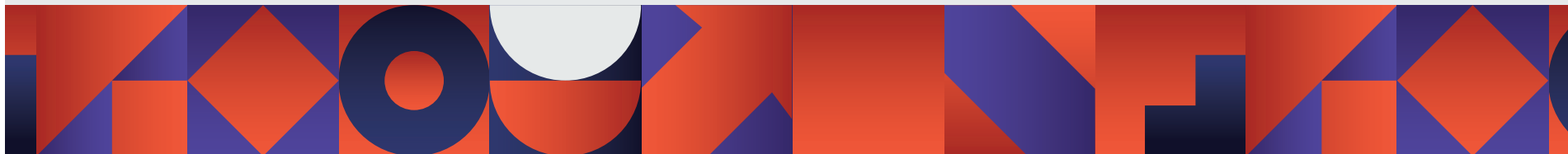
*How do we work together to ensure that there is local adaptation to climate change and climate extremes?
What partnerships are available to achieve climate neutrality?*

Natural Disasters

With the high-risk weather season commencing, many councils will be engaging with their communities about disaster preparedness, resilience and recovery. Not only have we experienced one of Australia's worst bushfire seasons in 2019-20, but some councils also had to deal with multiple disaster events within a 12 month period. Some councils have had to deal with bushfires, followed by storms, flooding, hailstorms, more flooding and COVID-19. These multiple disasters have had a devastating effect on many councils' financial sustainability and their ability to fund mitigation measures for the upcoming high risk weather season. Smaller rural and regional councils are further financially challenged and require help with preparedness and mitigation, as they currently have zero capacity to fund major mitigation projects.

The Royal Commission into National Natural Disaster Arrangements recognised that councils need help. It concluded that without assistance many local governments cannot undertake the roles and responsibilities allocated to them by their State/ Territory Governments.

What new programs could the Australian Government develop to partner with local government to help to address natural disasters to assist in recovery and build resilience?



Environment

Local government plays a critical role in environmental management including environment protection.

"Australia's Strategy for Nature 2019 – 2030" recognises that we all have a role in securing nature as the foundation of our existence. It is an overarching framework for all national, state and territory and local strategies, legislation, policies and actions that target nature. It has 3 goals:

1. Connecting all Australians with nature:
2. Care for nature in all its diversity, and
3. Share and Build knowledge.

To achieve these goals there are a variety of options for joint action to reduce threats and their impacts include ensuring the design and management of the protected area network considers and accommodates future threat scenarios and establishes robust mechanisms to respond effectively to new and emerging threats. The strategy suggests there are opportunities to '... improve planning, regulation, environmental impact assessment and approvals processes. In addition, threat abatement activities could include targeted pest management, ecosystem restoration (integrated fire management, revegetation), pollution control, greenhouse gas emissions management and climate change adaptation'.

How could the Australian Government partner with local government to help support the implementation of the Australian Strategy for Nature 2019 – 2030 and take advantage of local knowledge?

What new programs could the Australian Government develop to partner with local government to help to reduce threats and risks to nature and build resilience?

The Circular Economy

The 2019 National Waste Policy Action Plan applies principles of a circular economy to waste management to support better and repeated use of our resources. The circular economy principles for waste are:

1. Avoid waste
2. Improve resource recovery
3. Increase use of recycled material and build demand and markets for recycled products
4. Better manage material flows to benefit human health, the environment and the economy
5. Improve information to support innovation, guide investment and enable informed consumer decisions.

Councils play a major role in the management of household and domestic waste. Therefore, local government has a critical role to play in further developing the circular economy.

How could the Australian Government partner with local government to advance the circular economy?

What new programs could the Australian Government partner with local government to progress these objectives?



Affordable Housing

The shortage and costs of rental properties and affordable home ownership is causing significant social and economic impacts in cities and towns across Australia, including rural and regional communities. This is due to a range of factors such as changes in recent migration patterns, cheap finance and labour and material shortages in the construction sector.

The impacts on local governments and communities includes housing stress for individuals and families, difficulty in attracting and housing key workers and an increase in homelessness.

The House of Representatives Standing Committee on Tax and Revenue 2021 is leading an inquiry into the contribution of tax and regulation on housing affordability and supply in Australia. Whilst the provision of affordable housing is not a local government responsibility, local governments often facilitate affordable housing within their communities, operating within state/territory planning, financial and other legislation requirements. The housing challenge is different in each community and the council response is dependent on its financial resources and priorities.

How could the Australian Government partner with local government address housing affordability?

What new programs could the Australian Government partner with local government to progress this objective?

Conclusion

Thank you for taking the time to read this discussion paper and support for the 2022 National General Assembly of Local Government.

A reminder:

- Motions should be lodged electronically using the online form available on the NGA website at: www.alga.asn.au and received no later than 11:59pm AEST on Friday 25 March 2022.
- It is important to complete the background section on the form.
- Motions should not be prescriptive in directing how the matter should be pursued.
- Motions should be practical, focussed and relatively simple.
- Motions must meet the criteria published at the front of this paper.
- When your council submits a motion there is an expectation that a council representative will be present at the National General Assembly to move and speak to that motion if required.

We look forward to hearing from you and seeing you at the 2022 NGA.



 AUSTRALIAN
LOCAL GOVERNMENT
ASSOCIATION

NGA22.COM.AU

Item 3

Attachment 1



PREVIOUS GENERAL ASSEMBLY MOTIONS

1. That ALGA call for the Federal Government to sign and ratify the Treaty on the Prohibition of Nuclear Weapons.
2. That Councils:
 - a. Recognise the vital role of the media in informing communities about the actions of local government and keeping local government open to account;
 - b. Note the important role that community can and does play at times of emergency, including during the bushfire crisis this summer;
 - c. Express serious concerns at the closure and diminution of regional and suburban news outlets including television, radio and newspapers; and
 - d. Call on the Federal Government to increase funding to the Australian Community Radio Network around Australia to support local news programs that focus on local government and local issues.
3. The National General Assembly calls on all Councils:
 - a. To note that the #RacismNotWelcome campaign was created by the Inner West Multicultural Network (IWMN) as a grassroots anti-racism campaign for local Councils and communities to create safe places;
 - b. To endorse the #RacismNotWelcome campaign; and
 - c. To write to the Prime Minister and relevant Minister/s to:
 - I. Express grave concern at the rise of racism in Australia;
 - II. Request funding be made available to Councils to support the rollout of the #RacismNotWelcome campaign.
4. That the National General Assembly calls on the Federal Government to:
 - a. review the national limit for PM 2.5 in light of the fact that recent scientific evidence finds there is no safe level of PM 2.5.
 - b. take immediate steps to protect vulnerable people, for example school children from exposure to PM 2.5 air pollution.
 - c. release all reports, submissions and analysis including health studies on all major infrastructure projects in the future and to all current projects under construction.



2022 NATIONAL GENERAL ASSEMBLY PROPOSED MOTION

MOTION DETAILS

Example: This National General Assembly calls on the Australian Government to restore Local Government Financial Assistance Grants to a level equal to at least 1% of Commonwealth taxation revenue.

This National General Assembly calls on the Australian Government to (insert details)

NATIONAL OBJECTIVE

Why is this a national issue and why should this be debated at the National General Assembly (Maximum 200 words).

(Insert details)

SUMMARY OF KEY ARGUMENTS

Background information and supporting arguments (Maximum 500 words).

(Insert details)

2022 NATIONAL GENERAL ASSEMBLY PROPOSED MOTION FROM INNER WEST COUNCIL

MOTION TITLE

Yes to the Circular Economy and No to Incinerators

MOTION DETAILS

That ALGA advocate to the Australian government to:

1. Establish a program to fund and support councils to transition their communities to a Zero Waste Circular Economy, in which there is no place for incinerators. Eligible pilot projects include:
 - Smarter electric garbage trucks and bins for specialised kerbside collection
 - Promoting the implementation of FOGO collection programs
 - Establishing micro factories for local processing and streaming of recovered materials
 - Consumer Awareness Programs through innovation at council parks, main streets, facilities and events
 - Inclusion of at least 50% recycled materials and products in procurement
 - Aligning labelling with drop offs and collections
 - Promoting Circular Economy in schools including a STEM prize
 - Enabling Councils to undertake Circular Economy pilots in partnership with universities
 - Establishing Circular Economy incubators with links to small business
2. Remove incinerators from the Australian Renewable Energy Target (RET) and remove native forest biomass as a renewable component of bioenergy/fuel and its eligibility for subsidy.

NATIONAL OBJECTIVE

Partnerships are vital to the transition to a Circular Economy and Councils are uniquely placed when it comes to recovery and reuse of what until now has been considered as waste.

SUMMARY OF KEY ARGUMENTS

Waste incinerators degrade air quality, produce large quantities of greenhouse gases and discharge toxic heavy metals and persistent organic pollutants, e.g. dioxins, that do not break down and build up in people, thereby harming their health as well as the environment. Incinerators generate highly toxic ash that cannot be treated or recycled and must be stored forever in a hazardous waste landfill.

Once established the ever-increasing demand of incinerators for fuel kills off any downstream reuse and recycling initiatives and establishes a market for otherwise recyclable material as a fuel stream. This completely contradicts the principles of avoidance, reuse and recycling and prevents the creation of a circular economy.

Our local communities are keen to play their part in resource recovery and federal funding would assist councils to innovate through pilot projects, community programs and programs in schools.

Since Councils collect public, domestic and business waste as well as generating their own operational and construction waste and as such play a crucial role in the realising of a Circular Economy but need support to evaluate new policies and practices before rolling them into their operation

Examples being smart electric garbage trucks and bins for collection, micro factories for local processing and streaming to improve resource recovery, aligning labelling with collections and informing consumers through projects at Council facilities and events and aligning labelling with drop offs and collections.

Funding would also assist councils to innovate processes and practices to avoid, reduce and increase recycling and the procurement and use of recycled products in community construction projects as well as their own.

BACKGROUND: Extracts from ALGA 2022 Call for Papers

In keeping with the ALGA Federal election manifesto, 'Don't Leave Local Communities Behind' local solutions are required for local circumstances. What new partnership program could the Australian Government develop to take advantage of local government's knowledge of the local economy, geographic spread across the country and its ability to create jobs?

As an employer, what are the pre-requisites for councils to create more good quality, secure local jobs that build community capacity and address local workforce skills shortages

The Circular Economy

The 2019 National Waste Policy Action Plan applies principles of a circular economy to waste management to support better and repeated use of our resources. The circular economy principles for waste are:

1. *Avoid waste*
2. *Improve resource recovery*
3. *Increase use of recycled material and build demand and markets for recycled products*
4. *Better manage material flows to benefit human health, the environment and the economy*
5. *Improve information to support innovation, guide investment and enable informed consumer decisions.*

Councils play a major role in the management of household and domestic waste.

Therefore, local government has a critical role to play in further developing the circular economy.

How could the Australian Government partner with local government to advance the circular economy?

What new programs could the Australian Government partner with local government to progress these objectives?

2022 NATIONAL GENERAL ASSEMBLY PROPOSED MOTION FROM INNER WEST COUNCIL

MOTION TITLE

Uluru Statement from the Heart

MOTION DETAILS

That this National Assembly:

1. Supports the Uluru Statement from the Heart's call for Indigenous constitutional recognition through a Voice and that a referendum is held in the new term of federal parliament to achieve it.
2. Requests the Australian Local Government Association work with the From the Heart campaign to develop a resource kit for councils seeking to host public forums to inform their communities about the proposed referendum.

NATIONAL OBJECTIVE

Aboriginal and Torres Strait Islander people have consistently called for self-determination, rather than symbolism, to make a real difference to their lives. A Voice to Parliament will give Aboriginal and Torres Strait Islander people agency to help inform decisions that impact their lives.

A Voice to Parliament, enshrined in the Constitution, would enable Aboriginal and Torres Strait Islander people to give advice to the Federal Parliament about laws and policies that impact them through a simplified policy making process and structural change.

SUMMARY OF KEY ARGUMENTS

The text of the Uluru Statement from the Heart

We, gathered at the 2017 National Constitutional Convention, coming from all points of the southern sky, make this statement from the heart:

Our Aboriginal and Torres Strait Islander tribes were the first sovereign Nations of the Australian continent and its adjacent islands, and possessed it under our own laws and customs. This our ancestors did, according to the reckoning of our culture, from the Creation, according to the common law from 'time immemorial', and according to science more than 60,000 years ago.

This sovereignty is a spiritual notion: the ancestral tie between the land, or 'mother nature', and the Aboriginal and Torres Strait Islander peoples who were born therefrom, remain attached thereto, and must one day return thither to be united with our ancestors. This link is the basis of the ownership of the soil, or better, of sovereignty. It has never been ceded or extinguished, and co-exists with the sovereignty of the Crown.

How could it be otherwise? That peoples possessed a land for sixty millennia and this sacred link disappears from world history in merely the last two hundred years?

With substantive constitutional change and structural reform, we believe this ancient sovereignty can shine through as a fuller expression of Australia's nationhood.

Proportionally, we are the most incarcerated people on the planet. We are not an innately criminal people. Our children are alienated from their families at unprecedented rates. This cannot be because we have no love for them. And our youth languish in detention in obscene numbers. They should be our hope for the future.

These dimensions of our crisis tell plainly the structural nature of our problem. This is the torment of our powerlessness.

We seek constitutional reforms to empower our people and take a rightful place in our own country. When we have power over our destiny our children will flourish. They will walk in two worlds and their culture will be a gift to their country.

We call for the establishment of a First Nations Voice enshrined in the Constitution.

Makarrata is the culmination of our agenda: the coming together after a struggle. It captures our aspirations for a fair and truthful relationship with the people of Australia and a better future for our children based on justice and self-determination.

We seek a Makarrata Commission to supervise a process of agreement-making between governments and First Nations and truth-telling about our history.

In 1967 we were counted, in 2017 we seek to be heard. We leave base camp and start our trek across this vast country. We invite you to walk with us in a movement of the Australian people for a better future.

Item No: C0322(1) Item 4

Subject: LOCAL TRAFFIC COMMITTEE MEETING - 7 FEBRUARY 2022

Prepared By: Manod Wickramasinghe - Traffic and Transport Planning Manager

Authorised By: Cathy Edwards-Davis - Director Infrastructure

RECOMMENDATION

That the Minutes of the Local Traffic Committee meeting held on 7 February 2022 be received and the recommendations be adopted.

ITEMS BY WARD

Ward	Item
Baludarri (Balmain)	O'Neill Street, Lilyfield (West of Foucart Street) - Proposed 'No Parking' restrictions
Gulgadya (Leichhardt)	Canal Road and Charles Street, Leichhardt – Proposed traffic calming and pedestrian facility
	Kegworth Street, Leichhardt at intersection with Tebbutt Street– Intersection development for pedestrian and children safety– traffic facilities
	Annandale Street, Annandale - Removal of 'No Parking Police Vehicles Excepted' Restrictions
Midjuburi (Marrickville)	Addison Road, Marrickville – Proposed new pedestrian refuge - Design Plan 10117_A
	Marrickville Road, Marrickville near Livingstone Road - Implementation Of Short-Term Parking Restrictions
Djarrawunang (Ashfield)	Dulwich Hill Station Precinct Public Domain Improvements - Stage 2 Works
	Intersection of Edward Street and Mungo Scott Place/ Wellesley Street - Interim treatment of intersection for improved sight line
	Overgrown vegetation near Smith Street and Longport Street roundabout, Summer Hill
Damun (Stanmore)	Nil. See All Wards.
All Wards	Monthly reports for State funded projects

DISCUSSION

The February 2022 meeting of the Local Traffic Committee was held remotely. The minutes of the meeting are shown at **ATTACHMENT 1**.

FINANCIAL IMPLICATIONS

Projects proposed for implementation are funded within existing budget allocations.

PUBLIC CONSULTATION

Specific projects have undergone public consultation as indicated in the respective reports to the Traffic Committee.

ATTACHMENTS

1.   Minutes of Local Traffic Committee Meeting 7 February 2022

Minutes of Local Traffic Committee Meeting Held remotely on 7 February 2022

Meeting commenced at 10.04AM

ACKNOWLEDGEMENT OF COUNTRY BY CHAIRPERSON

I acknowledge the Gadigal and Wangal people of the Eora nation on whose country we are meeting today, and their elders past and present.

COMMITTEE REPRESENTATIVES PRESENT

Manod Wickramasinghe	IWC's Traffic and Transport Planning Manager (Chair)
Bill Holliday	Representative for Jamie Parker MP, Member for Balmain
Aislinn Stein-Magee	Representative for Jo Haylen MP, Member for Summer Hill
Solon Ghosh	Transport for NSW (TfNSW)

NON VOTING MEMBERS IN ATTENDANCE

Colin Jones	Inner West Bicycle Coalition (IWBC)
Adrian Prichard	Transit Systems – Inner West Bus Services
George Tsaprounis	IWC's Coordinator Traffic Engineering Services (South)
Sunny Jo	IWC's Coordinator Traffic Engineering Services (North)
Stephen Joannidis	IWC's Urban Amenity Improvement Delivery Manager
Joe di Cesare	IWC's Design Services Coordinator
Christina Ip	IWC's Business Administration Officer

VISITORS

Nil.

APOLOGIES:

SC Anthony Kenny	NSW Police – Inner West Police Area Command
Jacqui Thorburn	Representative for Jodi MacKay MP, Member for Strathfield
Chris Woods	Representative for Ron Hoenig MP, Member for Heffron
Sgt Charles Buttrose	NSW Police – Leichhardt Police Area Command

DISCLOSURES OF INTERESTS:

Nil.

CONFIRMATION OF MINUTES

The minutes of the Local Traffic Committee meeting held on 6 December 2021 were confirmed.

MATTERS ARISING FROM COUNCIL'S RESOLUTION OF MINUTES

The minutes of the Local Traffic Committee meeting held on 15 November 2021 and 6 December 2021 are awaiting adoption.



EMAIL CONFIRMATION OF OFFICER'S RECOMMENDATION

The representative for NSW Police – Inner West supported the Officer's recommendations for the items in their PAC.

The representative for NSW Police – Leichhardt supported the Officer's recommendations for the items in their PAC.

LTC0222(1) Item 1 Canal Road and Charles Street, Leichhardt – Proposed traffic calming and pedestrian facility (Gulgadya - Leichhardt Ward/ Balmain Electorate/ Leichhardt PAC)

SUMMARY

A review has been undertaken in Canal Road and Charles Street following a request for an improvement to pedestrian facilities to improve road safety. Adjustments to the shared path, kerb ramp locations, removal of some vegetation to improve sight distances, and speed cushions are proposed to improve safety.

Canal Road and Charles Street provides vehicular access to Blackmore Oval and the Canal Road Filming Centre. It is also an active transport link from Hawthorne Light Rail stop to the Bays Run circuit and to the Leichhardt North Light Rail stop and the pedestrian overpass across City West Link Road.

Officer's Recommendation

THAT:

1. The kerb ramps and path adjustments be made at the road bend of Canal Road and Charles Street as shown in the attached plan;
2. That changes be made to signage in Charles Street and Canal Road as shown in the attached plan; and
3. Two asphalt speed cushions and associated line marking and signage in Charles Street approximately 50m west of the road bend near the light rail underpass be included in Council's future Capital Works Program with an estimated cost of \$20,000.

DISCUSSION

Following further feedback and analysis, Council Officers proposed removing part one of the recommendation on the basis that the path at the bend of Canal Road and Charles Street is rarely used by pedestrians and is mostly used by bike riders to transition to on-road rather than continuing on Canal Road. Council Officers will instead investigate reconstruction of the access ramp on the eastern bend for improved accessibility. The IWBC representative suggested that the ramp on the Blackmore Oval side of the path also be investigated for reconstruction.

The representative for the Member for Balmain requested that a 10km/h speed zone be reinstated south of the bend as it is a dangerous corner. The representative also requested that the tram ramp on the eastern end of Charles Street be moved a few metres north to better align with the path to the light rail station.

The IWBC representative requested that the path under the City West Link towards the bridge be reviewed to make it safer and more accessible for cyclists. In particular, the current placement of the bollards on the path makes it difficult for cyclists to ride through without crossing the centre line.

The IWBC representative also requested speed cushions be installed adjacent to the roundabout where Charles Street begins and suggested the area become a 30km/h speed zone.

Council Officers will investigate the above requests.

The Committee members agreed with part two and three of the Officer's recommendation and the removal of part one.

COMMITTEE RECOMMENDATION

THAT:

1. **Changes be made to signage in Charles Street and Canal Road as shown in the attached plan; and**
2. **Two asphalt speed cushions and associated line marking and signage in Charles Street approximately 50m west of the road bend near the light rail underpass be included in Council's future Capital Works Program with an estimated cost of \$20,000.**

For motion: Unanimous

LTC1021(1) Item 2 Dulwich Hill Station Precinct Public Domain Improvements - Stage 2 Works (Djarrawunang-Ashfield Ward / Summer Hill Electorate / Inner West PAC)

SUMMARY

Cardno was commissioned for the traffic and transport assessment for the detailed design of the Dulwich Hill Station Precinct Public Domain Improvements (DHSPDI). Council adopted the Master Plan for Dulwich Hill Station Precinct at its meeting held on 13 August 2019. The Dulwich Hill Station Public Domain Master Plan provides the Dulwich Hill community with a plan to transform the streets and public spaces around the station into a pedestrian oriented village.

Dulwich Hill Station Precinct Public Domain Improvement works are to be delivered in two stages. Approval for relevant works in Stage 1 were submitted and approved by the Local Traffic Committee in July, 2020. Stage 1 works involved:

- A raised, signalised intersection at Wardell Road / Dudley Street;
- Footpath treatments and tree plantings on the southern side of Dudley Street; and
- A kerb extension on the southern side of Dudley Street at the intersection with Wardell Road.

This assessment is for Stage 2 works. The following works proposed to be undertaken within Stage 2 include:

- A raised entry threshold at the approach roads to Wardell Road and Ewart Street intersection (i.e. one on Wardell Road and a second one on Ewart Street – west of the intersection)
- Converting the existing Ewart Street threshold to a raised entry threshold, in line with the other thresholds built for the Dulwich Hill Station Precinct Public Domain Improvements;
- Tree plantings, garden beds and a rain garden; and
- New Bluestone Pavers for footpaths.

The proposed upgrades will transform the public spaces surrounding the station into a pedestrian oriented village. Many of the upgrades were developed to improve pedestrian and cyclist safety and efficiency throughout the precinct and facilitate access to and from the station. Overall, the upgrades align well with the existing and planned pedestrian and cycling networks and are expected to improve the safety and efficiency of the station precinct. It is noted that Council has received Blackspot funding to upgrade the entry thresholds.

Officer's Recommendation

THAT the following works proposed to be undertaken as part of Stage 2 be APPROVED:

1. New in road trees, garden beds, raingarden and footpath treatments;
2. A raised threshold with pedestrian (zebra) crossing at Bedford Crescent (subject to meeting TfNSW warrants); and

Raised thresholds to reduce vehicle speeds and signify the extent of a pedestrian-oriented village.

DISCUSSION

The IWBC representative commented that there will be conflict between cyclists and pedestrians on Dudley Street and Bedford Crescent, and Dudley Street and Ewart Lane, due to narrow access and poor sightlines and stated that clear separation is needed. Cycle routes were suggested including a dedicated bike path along Ewart Lane to Dulwich Hill train station and a route along Dudley Street, Bayley Street and Dibble Avenue connecting to the Cooks River bike path.

Council Officers advised that the traffic signals at the corner of Wardell Road and Dudley Street are being designed to accommodate cyclists crossing over into Dulwich Hill Station and ultimately connect into the Greenway. Furthermore, Ewart Lane is proposed under the current masterplan for Dulwich Hill to become a shared laneway.

The TfNSW representative requested a review of the 40km/h start points to ensure they line up with threshold treatments and that the traffic signals are operating as efficiently as possible

The Committee members agreed with the Officer's recommendation.

COMMITTEE RECOMMENDATION

THAT the following works proposed to be undertaken as part of Stage 2 be APPROVED:

1. New in road trees, garden beds, raingarden and footpath treatments;
2. A raised threshold with pedestrian (zebra) crossing at Bedford Crescent (subject to meeting TfNSW warrants); and
3. Raised thresholds to reduce vehicle speeds and signify the extent of a pedestrian-oriented village.

For motion: Unanimous

LTC0222(1) Item 3 Addison Road, Marrickville – Proposed new pedestrian refuge - Design Plan 10117_A (Midjuburi-Marrickville Ward / Newtown and Summer Hill Electorates / Inner West PAC)

SUMMARY

Council has finalised an amended design plan for the proposed construction of a new pedestrian refuge on Addison Road, Marrickville near Denby Street. Council received funding from the TfNSW Blackspot Program and the proposed works will improve pedestrian safety and motorist safety in the area. It is recommended that the proposed detailed design plan be approved.

Officer's Recommendation

THAT the detailed design plan for the proposed new pedestrian refuge on Addison Road, Marrickville near Denby Street and associated signs and line markings (as per Plan No.10117_A) be APPROVED.

DISCUSSION

The Transit Systems representative supported the proposed relocation of the bus stop and requested that 28 days of notice be provided to Transit Systems prior to construction.

The TfNSW representative asked if the 1.5m pram ramp can be extended to match the 3m crossing width. Council Officers indicated that they will investigate this request.

The Committee members agreed with the Officer's recommendation.

COMMITTEE RECOMMENDATION

THAT the detailed design plan for the proposed new pedestrian refuge on Addison Road, Marrickville near Denby Street and associated signs and line markings (as per Plan No.10117_A) be APPROVED.

For motion: Unanimous

LTC0222(1) Item 4 O'Neill Street, Lilyfield (West of Foucart Street) - Proposed 'No Parking' restrictions (Baludarri-Balmain Ward /Balmain Electorate/ Leichhardt PAC)

SUMMARY

Council has received concerns regarding vehicles parking on the northern side of O'Neill Street, west of Foucart Street and subsequently causing localised traffic congestion and queuing on both O'Neill Street and Foucart Street.

Officer's Recommendation

THAT a 13m 'No Parking' zone be installed in the northern side of O'Neil Street, Lilyfield between the existing 'No Stopping' zone and the driveway access of No. 82 Foucart Street, Rozelle.

DISCUSSION

The TfNSW representative stated that delineation of the lane with a solid line is the preferred edge treatment. Council Officers will change the proposed dash line to a solid edge line.

The Committee members agreed with the Officer's recommendation.

COMMITTEE RECOMMENDATION

THAT a 13m 'No Parking' zone be installed in the northern side of O'Neil Street, Lilyfield between the existing 'No Stopping' zone and the driveway access of No. 82 Foucart Street, Rozelle.

For motion: Unanimous

LTC0222(1) Item 5 Kegworth Street, Leichhardt at intersection with Tebbutt Street– Intersection development for pedestrian and children safety– traffic facilities (Gulgadya-Leichhardt Ward/Balmain Electorate/ Leichhardt PAC)

SUMMARY

Council is planning to improve pedestrian safety in Kegworth Street at the intersection of Tebbutt Street, Leichhardt by constructing kerb extensions at this location. The proposed works aim to improve pedestrian safety by reducing the crossing distance.

Officer's Recommendation

THAT the attached detailed design plan (Design Plan No.10184) for the proposed kerb extensions and associated works at Kegworth Street, Leichhardt at the intersection of Tebbutt Street be approved.

DISCUSSION

The TfNSW representative requested that the pram ramp width be extended to match the crossing width. The representative asked if the school raised any issues with the crossing of Tebbutt Street at Kegworth Street. Council Officers advised that the school did not have any issues with that crossing; however, they raised concerns with the signalised intersection of Lords Road and Tebbutt Street. These concerns will be forwarded to the TfNSW representative.

The Committee members agreed with the Officer's recommendation.

COMMITTEE RECOMMENDATION

THAT the attached detailed design plan (Design Plan No.10184) for the proposed kerb extensions and associated works at Kegworth Street, Leichhardt at the intersection of Tebbutt Street be approved.

For motion: Unanimous

LTC0222(1) Item 6 Intersection of Edward Street and Mungo Scott Place/ Wellesley Street - Interim treatment of intersection for improved sight line (Djarrawunang-Ashfield Ward/Summer Hill Electorate/Ashfield PAC)

SUMMARY

Council has received numerous concerns from the community (via councillor and requests alone) regarding sight line obstruction at the crossroad intersection of Edward Street and Wellesley Street /Mungo Scott Place, Summer Hill.

The intersection has been captured under the Ashfield Traffic Management Strategy (ATMS) and is listed under the capital works program to investigate a permanent treatment to the intersection in view of traffic and pedestrian safety, and any other perceived developments to the intersection.

To alleviate this issue in the interim, it is proposed that the intersection be treated via signs and line marking by building out the corners of Edward Street in paint and introduce STOP control markings in Wellesley Street and Mungo Scott Place out in/near line of the build outs. Associated variation to parking, edge line and centreline introduction with advance warning 'Pedestrian' signs in Edward Street will further enhance traffic and pedestrian safety through the intersection.

Officer's Recommendation

THAT the interim works for treatment (via signs and markings) of the intersection of Edward Street and Wellesley Street/Mungo Scott Place, Summer Hill BE APPROVED as follows:

1. Provide painted built outs to all corners in Edward Street,
2. Provide STOP control markings for Wellesley Street and Mungo Scott Place out in/near line of the painted build outs in Edward Street, with new STOP signs added,
3. Provide edge lines (E1) and double barrier centrelines (BB) in Edward Street at 24 metres to both sides of the intersection,
4. The first unrestricted car space on the eastern side of Edward Street, north of Mungo Scott Place be converted to angled parking for motorcyclists, and
5. Provide advance 'Pedestrian' warning signs in Edward Street on both approach sides to the intersection.

DISCUSSION

The Committee members agreed with the Officer's recommendation.

COMMITTEE RECOMMENDATION

THAT the interim works for treatment (via signs and markings) of the intersection of Edward Street and Wellesley Street/Mungo Scott Place, Summer Hill BE APPROVED as follows:

1. Provide painted built outs to all corners in Edward Street,
2. Provide STOP control markings for Wellesley Street and Mungo Scott Place out in/near line of the painted build outs in Edward Street, with new STOP signs added,
3. Provide edge lines (E1) and double barrier centrelines (BB) in Edward Street at 24 metres to both sides of the intersection,
4. The first unrestricted car space on the eastern side of Edward Street, north of Mungo Scott Place be converted to angled parking for motorcyclists, and
5. Provide advance 'Pedestrian' warning signs in Edward Street on both approach sides to the intersection.

For motion: Unanimous

LTC0222(1) Item 7 Annandale Street, Annandale - Removal of 'No Parking Police Vehicles Excepted' Restrictions (Gulgadya-Leichhardt Ward/ Balmain Electorate/Leichhardt PAC)

SUMMARY

Council has been notified by NSW Police that the three (3) existing 'No Parking Police Vehicles Excepted' angle parking spaces on the west side of Annandale Street north of Collins Street, Annandale in front of the Police Station may be reverted to unrestricted parking.

Officer's Recommendation

THAT three (3) 'No Parking Police Vehicles Excepted' angle parking spaces on the west side of Annandale Street, Annandale near No.21 Collins Street, Annandale be reverted back to unrestricted angle parking.

DISCUSSION

The Committee members agreed with the Officer's recommendation.

COMMITTEE RECOMMENDATION

THAT three (3) 'No Parking Police Vehicles Excepted' angle parking spaces on the west side of Annandale Street, Annandale near No.21 Collins Street, Annandale be reverted back to unrestricted angle parking.

For motion: Unanimous

LTC0222(1) Item 8 Marrickville Road, Marrickville near Livingstone Road - Implementation Of Short-Term Parking Restrictions (Midjumburi-Marrickville Ward/ Summer Hill Electorate/ Inner West PAC)

SUMMARY

Council is proposing to introduce a section of time-restricted parking along Marrickville Road, Marrickville, in order to improve parking turnover along the frontage of Marrickville Library and in the vicinity of the local businesses along the above-mentioned road.

Officer's Recommendation

THAT thirty (30) metre section of unrestricted parking be converted to '1P 8.30am – 6pm' on northern side of Marrickville Road, Marrickville between the signalized intersection of Marrickville Road/Livingstone Road and existing 'No Stopping 8am-930am 2.30pm-4.30pm School Days' located 23.6m west of Lilydale Street.

DISCUSSION

The Committee members agreed with the Officer's recommendation.

COMMITTEE RECOMMENDATION

THAT thirty (30) metre section of unrestricted parking be converted to '1P 8.30am – 6pm' on northern side of Marrickville Road, Marrickville between the signalized

intersection of Marrickville Road/Livingstone Road and existing 'No Stopping 8am-930am 2.30pm-4.30pm School Days' located 23.6m west of Lilydale Street.

For motion: Unanimous

General Business

LTC0222(1) Item 9 Monthly reports for State funded projects

The TfNSW representative stated that they are waiting on the January and February monthly reports for State funded projects from Council. Council Officers will follow this up with the appropriate officer.

LTC0222(1) Item 10 Overgrown vegetation near Smith Street and Longport Street roundabout, Summer Hill

The IWBC representative stated that vegetation has grown over the footpath and obstructed sightlines near the roundabout at Smith Street and Longport Street and requested the vegetation be cleared. Council Officers will forward this request to the relevant maintenance manager for action.

Meeting closed at 10.56am.

Subject: 2021/22 SECOND QUARTER BUDGET REVIEW

Prepared By: Daryl Jackson - Chief Financial Officer

Authorised By: Peter Livanes - Director Corporate

RECOMMENDATION

That the Second Quarter Budget Review for 2021/22 be adopted.

BACKGROUND

The Quarterly Budget Review Statement is a regular progress report prepared in accordance with the requirements of the Should be Local Government (General) Regulations 2021 S203, namely that the Responsible Accounting Officer report quarterly on a budget review statement to adequately disclose the Council's overall financial position.

DISCUSSION

This second quarter budget review has been built in line with the new reporting structure replacing the past structure. The reporting structure now includes twenty-nine service units, against the past sixteen reporting service units.

This report provides a comprehensive high-level overview of Council's financial position as at 31 December 2021. Any forecast results are projections as at 30 June 2022. Council has updated its projected budget result to \$32.3 million, this is an increase of \$11.6 million from the 2021/22 Adopted Budget. Excluding capital revenue, a deficit of \$6.9 million has been projected against the Adopted Budget Deficit of \$4.4 million.

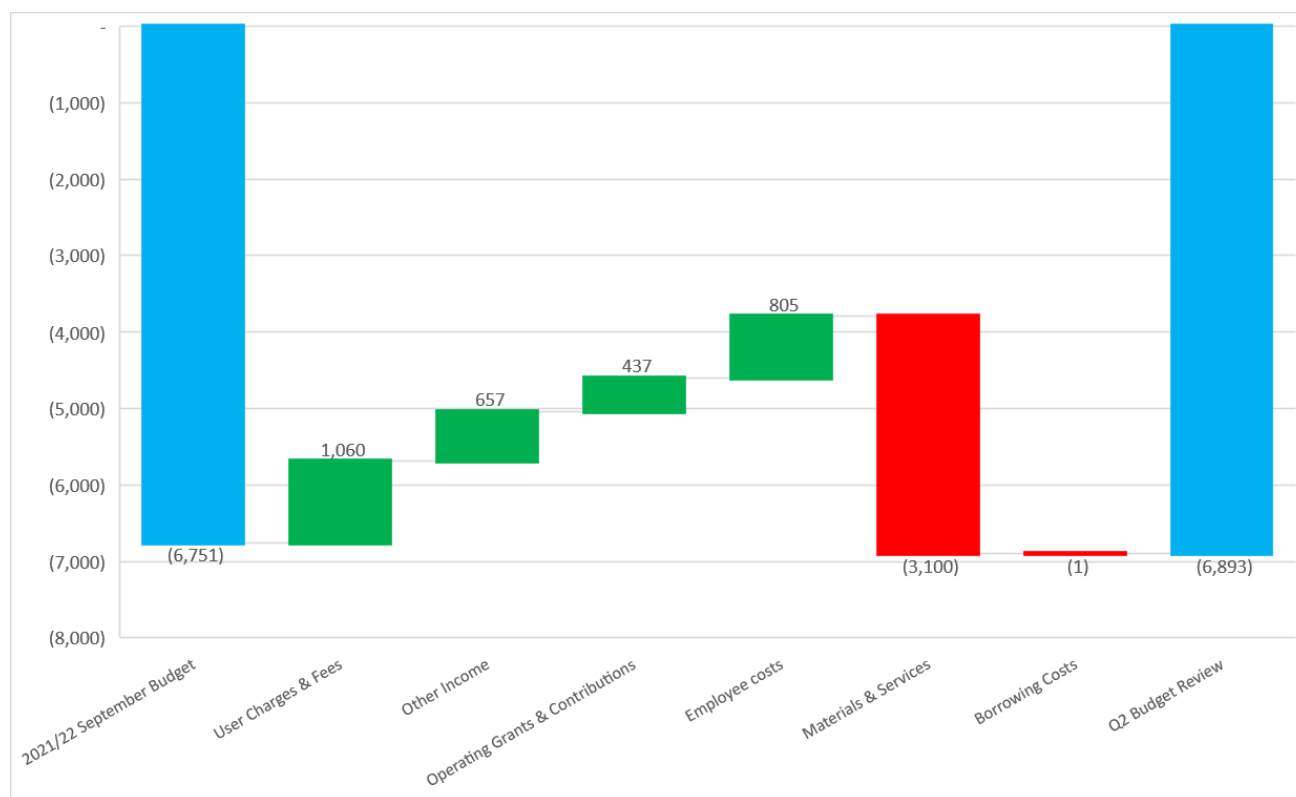
During the quarter, a detailed review of both operating and capital budgets have been undertaken reconfirming the budget projections for the current financial year.

The change in the Full Year Operating Budgeted Result Before Capital Grants and Contributions is predominantly due to:

- User Charges and Fees increased \$1.1m primarily reduce due to
 - Increase in revenue from aquatic services due to restrictions being eased early than projected as well as higher utilisation
 - Increase in revenue from restorations and road access income from higher-than-expected construction activity
 - Decrease in revenue for environmental compliance levy for the second half of the financial year due to change in regulation.
- Other Income has been adjusted by \$0.7m predominately to reflect year to results in the second quarter
- Employee Costs net reduction is allocated towards Materials and Services for contracted works in relation to restorations
- Increase in Material & Services to fund expenditure of agency costs (funded by vacant positions in Employee Costs), additional expenditure for restoration works (offset by revenue generated) and grant funded project expenditure.

The graph below at figure 1. illustrates these movements.

Figure 1. Changes in the Full Year Operating Budgeted Result Before Capital Grants and Contributions



Cash Flow forecasts of major projects will be monitored ensuring the expenditure remains in line with the budget. December 2021 year to date capital expenditure totals approximately \$19.9m.

Summary of Budget Movements

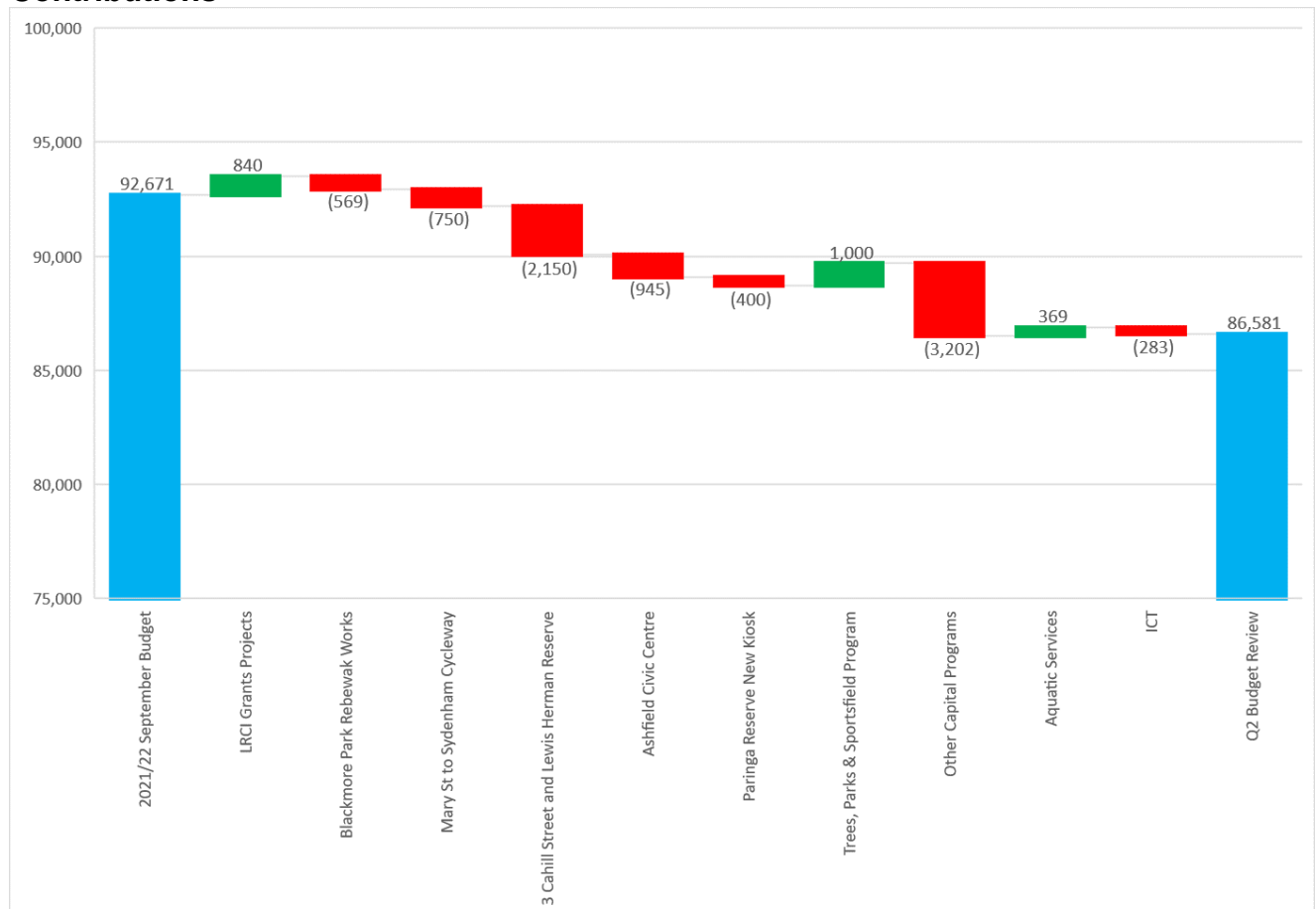
The following are key movements with a brief explanation and impact on Council's budget:

- Decreased Capital Expenditure \$6.1m is primarily due to deferral of projects to future years - refer to Item 1 in Attachment 1 and illustrated below in figure 2.
- Forecast Increase in revenue relating to User Charges & Fees -
 - Development Assessment – (\$0.6m) as a result of removal of environmental compliance levy for second half of financial year
 - Aquatics Services - \$1.1m as a result of earlier easing of restrictions and higher utilisation of aquatic facilities
 - Engineering Services - \$0.5m restorations and road access income from higher-than-expected construction activity.
- Forecast Increase in Other Income –
 - Parking & Ranger Services - \$0.6m to reflect year to dates results
- Forecast decrease in Capital Grants \$0.3m - Item 5 & 27 in Attachment 1.
- Forecast decrease in Employment Costs –

- Vacant positions moved to Material & Services to fund agency costs for the and vacant positions funding contractors for restoration works.
- Forecast increase in Materials and Services -
 - To fund expenditure of agency costs (funded by vacant positions in Employee Costs), additional expenditure for restoration works (offset by revenue generated) and grant funded project expenditure.

The Capital Budget will be reviewed throughout the financial year on an ongoing basis with the capital works managers. Changes to the Capital Works will be brought to Council through future QBRs. The graph at figure 2. reflects changes in the timing of projects. Details can be found within the December 2021 QBRs Movement (attached)

Figure 2. Changes in the Full Year Capital Budget including Capital Grants and Contributions



Responsible Accounting Officer Budget Review Statement

Section 203(2) of the Local Government (General) Regulation 2021 requires a report by Council's responsible accounting officer regarding the Council's financial position at the end of each quarter. The following statement is made in accordance with this clause.

"It is in my opinion that the Budget Review Statement for Inner West Council for the period ending 31 December 2021 indicates that Council's projected financial position at 30 June will be satisfactory, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure."

Daryl Jackson, Chief Financial Officer (Responsible Accounting Officer)
- Inner West Council

ATTACHMENTS

1. [!\[\]\(e492b5d52ab457a7a3c2826c4091dfee_img.jpg\) December 2021 QBRS Financial Statements & Movements](#)

December 2021 QBR Financial Statements & Movements.

1) Primary Financial Statement

Description	Original Budget \$'000	Approved Changes September \$'000	Current Budget \$'000	Proposed Adjustments \$'000	Forecast Budget \$'000	Actual YTD \$'000
Income						
Rates & General Revenue	123,703	-	123,703	-	123,703	62,572
User Charges & Fees	45,071	(7,452)	37,619	1,060	38,679	18,413
Domestic Waste Charge	37,459	-	37,459	-	37,459	18,850
Interest Income	4,205	(242)	3,963	-	3,963	1,524
Other Income	22,342	(5,533)	16,809	657	17,466	5,773
Operating Grants & Contributions	10,006	(101)	9,905	437	10,342	3,135
Capital Grants & Contributions	25,054	14,471	39,525	(323)	39,202	9,734
Profit or Loss on Disposal	(1,606)	-	(1,606)	-	(1,606)	293
Total Income	266,234	1,143	267,377	1,831	269,208	120,294
Expense						
Employee costs	120,930	(10,265)	110,665	(805)	109,860	57,786
Materials & Services	55,699	20,496	76,195	3,100	79,295	33,133
Borrowing Costs	979	-	979	1	980	501
Depreciation & Amortisation	31,983	-	31,983	-	31,983	16,045
Other Expenses	35,984	(21,203)	14,781	-	14,781	7,233
Total Expense	245,575	(10,972)	234,603	2,296	236,899	114,698
Operating Surplus/(Deficit)	20,659	12,115	32,774	(465)	32,309	5,596
Operating Surplus/(Deficit) before Capital	(4,395)	(2,356)	(6,751)	(142)	(6,893)	(4,138)
Capital Expenditure						
Capital Works Program	91,664	(2,051)	89,613	(6,090)	83,523	18,359
Loan Principal	3,058	-	3,058	-	3,058	1,517
Total Capital Expenditure	94,722	(2,051)	92,671	(6,090)	86,581	19,876
Funding						
Net Working Capital Drawdown	38,914	(14,166)	24,748	(5,625)	19,123	(42,081)
Net Overheads Reallocation	-	-	-	-	-	-
Depreciation Contra	35,149	-	35,149	-	35,149	16,507
Total Funding	74,063	(14,166)	59,897	(5,625)	54,272	(25,574)
Net Budget Position	-	-	-	-	-	(39,854)

2) December 2021 QBRS Movements

Item	Description	\$'000 Movement
	Income	
	User Charges & Fees	
2	Increased Revenue - Aquatic Services	1,055
5	Increased Revenue - Capital Projects	25
7	Increased Revenue - Civil Maintenance	60
16	Decreased Revenue - Development Assessment	(625)
17	Increased Revenue - Engineering Services	490
42	Increased Revenue - Urban Forest	55
		1,060
	Other Income	
5	Increased Revenue - Capital Projects	77
29	Increased Revenue - Parking & Ranger Services	600
32	Decreased Revenue - People & Culture	(20)
		657
	Capital Grants & Contributions	
5	Decreased Revenue - Capital Projects	(344)
27	Increased Revenue - Living Arts	21
		(323)
	Operating Grants & Contributions	
5	Increased Revenue - Capital Projects	107
7	Increased Revenue - Civil Maintenance	100
27	Increased Revenue - Living Arts	10
40	Increased Revenue - Traffic & Transport Planning	100
42	Increased Revenue - Urban Forest	120
		437
	Total Income	1,831

Item	Description	\$'000 Movement
	Operating Expenditure	
	Employee costs	
2	Increased Expenditure - Aquatic Services	623
3	Increased Expenditure - Building Certification	118
4	Increased Expenditure - Business Excellence	130
5	Decreased Expenditure - Capital Projects	(87)
6	Decreased Expenditure - Children's Services	(1,713)
7	Decreased Expenditure - Civil Maintenance	(466)
8	Increased Expenditure - Communications, Engagement & Corporate Strategy	36
9	Decreased Expenditure - Community Centres	(31)
10	Decreased Expenditure - Community Management	(44)
11	Decreased Expenditure - Community Venues	(16)
12	Decreased Expenditure - Community Wellbeing	(99)
13	Increased Expenditure - Corporate Management	36
14	Increased Expenditure - Corporate Support Services	4,400
15	Decreased Expenditure - Customer Service	(64)
16	Decreased Expenditure - Development Assessment	(30)
17	Increased Expenditure - Engineering Services	81
18	Decreased Expenditure - Environmental Health & Building Regulation	(76)
19	Decreased Expenditure - Events	(89)
20	Decreased Expenditure - Facilities Management	(397)
21	Decreased Expenditure - Finance	(109)
22	Increased Expenditure - Governance & Risk	98
23	Decreased Expenditure - ICT	(362)
24	Decreased Expenditure - Infrastructure Management	(9)
25	Decreased Expenditure - Legal Services	(128)
26	Decreased Expenditure - Libraries and History	(269)
28	Decreased Expenditure - Major Projects	(29)
29	Decreased Expenditure - Parking & Ranger Services	(271)
30	Decreased Expenditure - Parks and Streetscapes Operations	(824)
31	Decreased Expenditure - Parks Planning and Recreation	(28)
32	Decreased Expenditure - People & Culture	(27)
33	Decreased Expenditure - Planning Management	(204)
34	Decreased Expenditure - Procurement	(45)
35	Decreased Expenditure - Properties & Strategic Investments	(35)
36	Increased Expenditure - Resource Recovery	31
37	Decreased Expenditure - Resource Recovery Planning	(115)
38	Increased Expenditure - Social and Cultural Planning	33
39	Decreased Expenditure - Strategic Planning	(383)
41	Decreased Expenditure - Urban Ecology	(274)
42	Decreased Expenditure - Urban Forest	(102)
43	Decreased Expenditure - Urban Sustainability	(65)
		(805)
	Materials & Services	
2	Decreased Expenditure - Aquatic Services	(127)
4	Decreased Expenditure - Business Excellence	(25)
6	Increased Expenditure - Children's Services	1,348
7	Increased Expenditure - Civil Maintenance	627
14	Decreased Expenditure - Corporate Support Services	(189)
17	Increased Expenditure - Engineering Services	720
23	Decreased Expenditure - ICT	(47)
30	Increased Expenditure - Parks and Streetscapes Operations	829
32	Decreased Expenditure - People & Culture	(255)
40	Increased Expenditure - Traffic & Transport Planning	100
42	Increased Expenditure - Urban Forest	120
43	Decreased Expenditure - Urban Sustainability	(1)
		3,100
	Borrowing Costs	
2	Increased Expenditure - Aquatic Services	1
		1
	Total Operating Expenditure	2,296

Item	Description	\$'000 Movement
	Capital Expenditure	
	Materials & Contracts	
2	Increased Expenditure - Aquatic Services	369
5	Decreased Expenditure - Capital Projects	(6,176)
23	Decreased Expenditure - ICT	(283)
		(6,090)
	Total Capital Expenditure	(6,090)
	Net Working Capital Drawdown	
2	Decrease - Aquatic Services	(189)
3	Increase - Building Certification	118
4	Increase - Business Excellence	105
5	Decrease - Capital Projects	(6,128)
6	Decrease - Children's Services	(365)
7	Increase - Civil Maintenance	1
8	Increase - Communications, Engagement & Corporate Strategy	36
9	Decrease - Community Centres	(31)
10	Decrease - Community Management	(44)
11	Decrease - Community Venues	(16)
12	Decrease - Community Wellbeing	(99)
13	Increase - Corporate Management	36
14	Increase - Corporate Support Services	4,211
15	Decrease - Customer Service	(64)
16	Increase - Development Assessment	595
17	Increase - Engineering Services	311
18	Decrease - Environmental Health & Building Regulation	(76)
19	Decrease - Events	(89)
20	Decrease - Facilities Management	(397)
21	Decrease - Finance	(109)
22	Increase - Governance & Risk	98
23	Decrease - ICT	(692)
24	Decrease - Infrastructure Management	(9)
25	Decrease - Legal Services	(128)
26	Decrease - Libraries and History	(269)
27	Decrease - Living Arts	(31)
28	Decrease - Major Projects	(29)
29	Decrease - Parking & Ranger Services	(871)
30	Increase - Parks and Streetscapes Operations	5
31	Decrease - Parks Planning and Recreation	(28)
32	Decrease - People & Culture	(262)
33	Decrease - Planning Management	(204)
34	Decrease - Procurement	(45)
35	Decrease - Properties & Strategic Investments	(35)
36	Increase - Resource Recovery	31
37	Decrease - Resource Recovery Planning	(115)
38	Increase - Social and Cultural Planning	33
39	Decrease - Strategic Planning	(383)
40	Increase - Traffic & Transport Planning	0
41	Decrease - Urban Ecology	(274)
42	Decrease - Urban Forest	(157)
43	Decrease - Urban Sustainability	(66)
	Total Net Working Capital Drawdown	(5,625)

ITEM 1 – Capital Projects Movement from September QBRS

Item	Description	2021-22 \$'000 Movement	Commentary
1		(6,090)	
	Capital Projects		
	Regional Roads Renewal	(550)	Projects deferred with grant submissions expected for future years.
	Local Roads Renewal	728	Inclusion of additional projects funded by the Local Roads & Community Infrastructure Grants.
	Kerb & Gutter Renewal	450	Inclusion of additional projects funded by the Local Roads & Community Infrastructure Grants.
	Roadside Furniture	(200)	Roadside furniture replacement deferred to future years to allow for planning.
	Footpaths Renewal	(147)	Deferral of various projects due to WestConnex.
	Footpaths Upgrade	(200)	Design to be completed for Pritchard St & Bayview Cres Stone Wall Block in 2021/22 financial year with construction in 2022-23 financial year.
	Traffic Facilities	50	Church Street rollover kerb added per LTC1120 Item 8 (Nov20), Richmond Avenue Landscape Blister added per LTC0921(1) Item 3 (Sep21) and Richardson Crescent deferred.
	Stormwater Renewal	92	Inclusion of the reline pipeline at Ness Avenue.
	Cycleways	(1,115)	<ul style="list-style-type: none"> • (\$120k) RR02 (West Street) deferred to 2022/23 with intention of grant application to be submitted. • (\$45k) RR04 (Cardigan Street) deferred to 2023-24 as low priority. • (\$750k) Mary St to Sydenham Cycleway WestConnex delays due to traffic light signal approval. • (\$200k) Ashfield bicycle logos transferred to operating expenditure.
	Car Parks	(165)	Concordia Club Carpark deferred to 2023/24 financial year to allow for plans of management.
	Trees, Parks & Sportfields	1,000	Bringing forward from 2022/23 financial year \$1m for Greenway.
	Parks Capital and Assets Capital	(1,310)	<ul style="list-style-type: none"> • \$840k Additional sites for park footpath renewal funded by the Local Roads & Community Infrastructure Grants. • (\$2,150) Adjust timing of 3 Cahill Street and Lewis Herman Reserve funded by Public Spaces Legacy Grant.
	Sea Walls Capital	(70)	Valuation of seawalls transferred to operating expense.
	Capital Program Children and Family Services	(129)	<ul style="list-style-type: none"> • (\$234k) Deborah Little Early Learning Centre upgrade rephased 30% for works in current financial year and 70% during shut down in 2022/23 financial year. • \$200k Globe Wilkins OSHC refurbishment budget adjustment per Councillor briefing note 24/11/2021. • (\$125k) Tillman Park CCC rephase non urgent toilet upgrade to future year. • \$30k Globe Wilkins OSHC ICT upgrade budget adjustment per quotes provided.
	Capital Program Community Services	(472)	<ul style="list-style-type: none"> • (\$220k) Leichhardt Town Hall renewal works rephased to 2022/23 financial year for external lighting. Project delayed by Summer Hill Reuse Centre. • (\$302k) Balmain Town Hall Site renewal works budget held for design work in 2022/23 financial year with remaining phased to 2022/23 financial year. • (\$100k) Stone Villa renewal works rephased to 2022/23 financial year. • \$350k Tom Foster Community Centre renewal works additional budget needed for construction work. • (\$100k) Marrickville Town hall internal refurbishment rephased consultancy budget to 2022/23 financial year for feasibility coordinated with EOI. Rephased construction to 2023/24 & 2024/25 financial year. • (\$100k) St Peters Town hall internal refurbishment rephased to 2022/23 financial year.
	Capital Program Library Services	(413)	Stanmore Branch Library renewal works is pending CANS proposals for library relocation. Rephased to 2025/26 financial year to allow for planning.
	Capital Program Property & Assets	(2,699)	<ul style="list-style-type: none"> • (\$320k) Purchase right of way (Paringa Reserve Land) not required per adopted PoM. • (\$945k) Ashfield Civic Centre upgrade works, retained \$30k for consultants in 2021/22 financial year. Rephased balance to 2022/23 financial year for construction with completion by Summer 2022. • (\$400k) Paringa Reserve Elliot St New Kiosk, retained \$43k in 2021/22 financial year for design and development application with balance rephased to 2022/23 financial year for construction. • (\$200k) Blackmore Park SES building renewal works deferred to 2022/23 financial year to allow for WestConnex monitoring of building. Rephased to 2022/23 financial year for design 10%, remaining 2023/24 financial year for construction. • (\$29k) Café Bones Hawthorne Canal Reserve renewal works rephased to 2022/23 financial year to allow for review. • (\$100k) Gladstone Park upgrade works budget moved to new toilet program project. 2023/24 financial year budget retained for bowling club renewal. • (\$100k) Annandale Town Hall Community Centre refurbishment rephase \$100k to 2022/23 financial year for design balance rephased 2023/24 financial year. • (\$50k) Ashfield Council Depot admin office rephased to 2022/23 financial year for possible follow up works and Reuse Centre/Green Living Centre. • (\$300k) Ashfield Park Begonia House project not required. Funds reallocated to other unfunded projects. • (\$10k) Callan Park Recreational Hall refurbishment rephased to 2025/26 financial year with Callan Park storage upgrade. • (\$60k) Leichhardt Depot Amenities Block retained \$30k for design and rephased balance to 2022/23 financial year for construction. • (\$185k) Ashfield Early Learning Centre refurbishment rephased \$185k to 2022/23 financial year for soft fall, toilet and door renewal.

Item	Description	2021-22 \$'000 Movement	Commentary
1	Capital Program Trees Parks & Sportsfield	(1,026)	<ul style="list-style-type: none"> • \$150k Pioneers Memorial Park renewal works, additional budget required to meet design scope for relocated 3 cubicle facilities, water harvesting, heritage and archaeological requirements. • (\$127k) Camperdown Memorial Rest new toilet rephased to 2022/23 financial year for final contract payments. • (\$130k) Birchgrove Park renewal works rephased to 2022/23 financial year for design and construction. • (\$569k) Blackmore Park renewal works deferred to allow for WestConnex monitoring (SES) of building. Design in 2022/23 financial year and construction in 2023/24 financial year. • (\$200k) Henson Park Charlie Meader Gates and other refurbishments rephased to 2022/23 financial year for building upgrade. • (\$200k) Tempe Reserve Alexandra Canal Amenities rephased to 2022/23 financial year for planning with possibly new modular building. • \$50k inclusion of Gladstone Park new public toilet design costs.
ICT			
	ICT Applications	(241)	<ul style="list-style-type: none"> • (\$153k) Booking system project classified as operating expenditure per accounting guidelines. • (\$50k) systems integrations project classified as operating expenditure per accounting guidelines. • (\$38k) ITSM 2 project classified as operating expenditure per accounting guidelines.
	ICT Infrastructure	330	Inclusion of Council approved WAN links renewal project for hardware costs required for the migration of WAN services.
	ICT Collaboration	(122)	<ul style="list-style-type: none"> • \$10k ICT collaboration solution and integrate to Call Centre and EDMS • (\$41k) Customer Portal rephased to 2022/23 financial year for new modules built on Council platform. • (\$70k) Intranet project rephased to 2022/23 financial year to complete new intranet solution. • (\$21k) Website phase 2 single customer portal payment gateway is covered by another project and budget removed.
	ICT Security	(250)	<ul style="list-style-type: none"> • (\$40k) 3rd part application patching consolidated to one security project and phased to future years. • (\$20k) Windows server upgrades consolidated to one security project and phased to future years. • (\$120k) Design and implement Council systems monitoring solution consolidated to one security project and phased to future years. • (\$70k) Security project rephased to 2022/23 financial year for purchase, build and deploy new security solutions.
Aquatic Services			
	Annette Kellerman Aquatic Leisure Centre	311	ICT setup required for location.
	Fanny Durack Aquatic Centre	58	ICT setup required for location.

ITEM 2 – Aquatic Services

Increase User Charges & Fees	\$1,055k
Increase Employee Costs	\$623k
Decrease Materials & Services	\$127k
Increase Borrowing Costs	\$1k
Increase Capital Expenditure	\$369k
Decrease Transfer from Net Working Funds	\$189k

- Increase in user fees & charges due to increased aquatic centre entries as restrictions eased from the middle of October 2021.
- Employee costs decrease due to salary alignment to actuals for December year to date and additional casual staff required in quarter two due to increased demand of aquatic services.
- Cleaning and security service of the Ashfield Aquatic Centre reduction to reflect the reduced service from when the aquatic centre was closed from July 2021 to October 2021.

ITEM 3 - Building Certification

Increase Employee Costs	\$118k
Increase Transfer from Net Working Funds	\$118k

- Employee costs decrease due to salary alignment to actuals for December year to date.

ITEM 4 – Business Excellence

Increase Employee Costs	\$130k
Decrease Materials & Services	\$25k
Increase Transfer from Net Working Funds	\$105k

- Increase in employee costs due to the transfer of employee position budget from Communications, Engagement & Corporate Strategy.
- Due to COVID-19, delay in commencing project resulting in decrease in materials & services expenditure.

ITEM 5 – Capital Projects

Increase User Charges & Fees	\$25k
Increase Other Income	\$77k
Decrease Capital Grants & Contributions	\$344k
Increase Operating Grants & Contributions	\$107k
Decrease Employee Costs	\$87k
Decrease Capital Expenditure	\$6,176k
Decrease Transfer from Net Working Funds	\$6,128k

- Increase in user charges & fees due to restorations income received to partially fund Sadler Street restoration and renewal works.
- Increase in other income due to recognising the streetlighting energy savings received in the second quarter.
- Capital grants & contributions movement due to
 - \$1,785k Local Roads & Community Infrastructure Grants recognised in the second quarter.
 - (\$1,689k) Mary Street to Sydenham Cycleway WestConnex grant delayed due to traffic light signal as grants are received upon completion of the project.
 - (\$275k) Regional Road Repair Grants to be submitted in future years.
 - (\$165k) Cycleway grants to be submitted in future years.
- Operating grants and contributions reduction due to the Regional Road Repair Program Supplementary component.
- Employee costs decrease due to salary alignment to actuals for December year to date.

ITEM 6 – Children's Services

Decrease Employee Costs	\$1,713k
Increase Materials & Services	\$1,348k
Decrease Transfer from Net Working Funds	\$365k

- Employee costs decrease due to salary alignment to actuals for December year to date.
- Increase in agency staff costs to fill vacant roles or staff on leave, funded from employee costs.

ITEM 7 - Civil Maintenance

Increase User Charges & Fees	\$60k
Increase Operating Grants & Contributions	\$100k
Decrease Employee Costs	\$466k
Increase Materials & Services	\$627k
Increase Transfer from Net Working Funds	\$1k

- Increase in user charges and fees due to higher restoration income received.
- Increase in operating grants to complete works for marking with focus on schools and pedestrian facilities funded by Local Roads & Community Infrastructure Grants.
- Decrease in employee costs offset by increase in contractors to backfill open positions.

ITEM 8 - Communications, Engagement & Corporate Strategy

Increase Employee Costs	\$36k
Increase Transfer from Net Working Funds	\$36k

- Employee cost increase because of the inclusion of the external grants officer role.

ITEM 9 – Community Centres

Decrease Employee Costs	\$31k
Decrease Transfer from Net Working Funds	\$31k

- Employee costs decrease due to salary alignment to actuals for December year to date.

ITEM 10 - Community Management

Decrease Employee Costs	\$44k
Decrease Transfer from Net Working Funds	\$44k

- Employee costs decrease due to salary alignment to actuals for December year to date.

ITEM 11 – Community Venues

Decrease Employee Costs	\$16k
Decrease Transfer from Net Working Funds	\$16k

- Employee costs decrease due to salary alignment to actuals for December year to date.

ITEM 12 – Community Wellbeing

Decrease Employee Costs	\$99k
Decrease Transfer from Net Working Funds	\$99k

- Employee costs decrease due to salary alignment to actuals for December year to date.

ITEM 13 – Corporate Management

Increase Employee Costs	\$36k
Increase Transfer from Net Working Funds	\$36k

- Employee costs increase due to salary alignment to actuals for December year to date.

ITEM 14 - Corporate Support Services

Increase Employee Costs	\$4,400k
Decrease Materials & Services	\$189k
Increase Transfer from Net Working Funds	\$4,211k

- Employee costs increase due to salary alignment to actuals for December year to date across Council offset against vacancy target.
- Reduction in material and services due to rephasing operating project to 2022/23 financial year.

ITEM 15 - Customer Service

Decrease Employee Costs	\$64k
Decrease Transfer from Net Working Funds	\$64k

- Employee costs decrease due to salary alignment to actuals for December year to date.

ITEM 16 - Development Assessment

Decrease User Charges & Fees	\$625k
Decrease Employee Costs	\$30k
Increase transfer from Net Working funds	\$595k

- Decrease in user charges and fees due to the removal of environment compliance levy revenue from January 2022 per regulation change.
- Employee costs decrease due to salary alignment to actuals for December year to date.

ITEM 17 - Engineering Services

Increase User Charges & Fees	\$490k
Increase Employee Costs	\$81k
Increase Materials & Services	\$720k
Increase Transfer from Net Working Funds	\$311k

- Increase in user charges and fees due to road access income increasing from higher construction activity.
- Increase in employee costs from an additional temporary position because of increased workload demand.
- Materials and services movement due to:
 - Asset management plan update funded from Council salary savings.
 - Agency staff and contractors balanced with Council salary savings and increase in revenue.
 - Valuation of seawalls transferred from capital to operating expenditure due to classification of works.

ITEM 18 - Environmental Health & Building Regulation

Decrease Employee Costs	\$76k
Decrease Transfer from Net Working Funds	\$76k

- Employee costs decrease due to salary alignment to actuals for December year to date.

ITEM 19 - Events

Decrease Employee Costs	\$89k
Decrease Transfer from Net Working Funds	\$89k

- Employee costs decrease due to salary alignment to actuals for December year to date.

ITEM 20 - Facilities Management

Decrease Employee Costs	\$397k
Decrease Transfer from Net Working Funds	\$397k

- Employee costs decrease due to salary alignment to actuals for December year to date.

ITEM 21 - Finance

Decrease Employee Costs	\$109k
Decrease Transfer from Net Working Funds	\$109k

- Employee costs decrease due to salary alignment to actuals for December year to date.

ITEM 22 - Governance & Risk

Increase Employee Costs	\$98k
Increase Transfer from Net Working Funds	\$98k

- Employee costs increase due to salary alignment to actuals for December year to date.

ITEM 23 - ICT

Decrease Employee Costs	\$362k
Decrease Materials & Services	\$47k
Decrease Capital Expenditure	\$283k
Decrease Transfer from Net Working Funds	\$692k

- Employee costs decrease due to salary alignment to actuals for December year to date.
- Materials and Services decrease due to moving archiving and storage budget to corporate support.

ITEM 24 - Infrastructure Management

Decrease Employee Costs	\$9k
Decrease Transfer from Net Working Funds	\$9k

- Employee costs decrease due to salary alignment to actuals for December year to date.

ITEM 25 - Legal Services

Decrease Employee Costs	\$128k
Decrease Transfer from Net Working Funds	\$128k

- Employee costs decrease due to salary alignment to actuals for December year to date.

ITEM 26 - Libraries and History

Decrease Employee Costs	\$269k
Decrease Transfer from Net Working Funds	\$269k

- Employee costs decrease due to salary alignment to actuals for December year to date.

ITEM 27 – Living Arts

Increase Capital Grants & Contributions	\$21k
Increase Operating Grants & Contributions	\$10k
Decrease Transfer from Net Working Funds	\$31k

- Capital and operating grants increase to align actuals received relating to Street Arts and WestConnex arts projects.

ITEM 28 – Major Projects

Decrease Employee Costs	\$29k
Decrease Transfer from Net Working Funds	\$29k

- Employee costs decrease due to salary alignment to actuals for December year to date.

ITEM 29 - Parking & Ranger Services

Increase Other Income	\$600k
Decrease Employee Costs	\$271k
Decrease Transfer from Net Working Funds	\$871k

- Other income increases to reflect second quarter revenue received.
- Employee costs decrease due to salary alignment to actuals for December year to date.

ITEM 30 – Parks and Streetscapes Operations

Decrease Employee Costs	\$824k
Increase Materials & Services	\$829k
Increase Transfer from Net Working Funds	\$5k

- Employee costs decrease due to salary alignment to actuals for December year to date.
- Increase in agency staff costs to fill vacant roles, funded from employee costs.

ITEM 31 - Parks Planning and Recreation

Decrease Employee Costs	\$28k
Decrease Transfer from Net Working Funds	\$28k

- Employee costs decrease due to salary alignment to actuals for December year to date.

ITEM 32 - People & Culture

Decrease Other Income	\$20k
Decrease Employee Costs	\$27k
Decrease Materials & Services	\$255k
Decrease Transfer from Net Working Funds	\$262k

- Other income decreases to reflect actual revenue received.
- Employee costs decrease due to salary alignment to actuals for December year to date.
- Materials & services decrease due to delay in recruiting trainee staff for Council.

ITEM 33 – Planning Management

Decrease Employee Costs	\$204k
Decrease Transfer from Net Working Funds	\$204k

- Employee costs decrease due to salary alignment to actuals for December year to date.

ITEM 34 - Procurement

Decrease Employee Costs	\$45k
Decrease Transfer from Net Working Funds	\$45k

- Employee costs decrease due to salary alignment to actuals for December year to date.

ITEM 35 - Properties & Strategic Investments

Decrease Employee Costs	\$35k
Decrease Transfer from Net Working Funds	\$35k

- Employee costs decrease due to salary alignment to actuals for December year to date.

ITEM 36 – Resource Recovery

Increase Employee Costs	\$98k
Increase Transfer from Net Working Funds	\$98k

- Employee costs increase due to salary alignment to actuals for December year to date.

ITEM 37 – Resource Recovery Planning

Decrease Employee Costs	\$115k
Decrease Transfer from Net Working Funds	\$115k

- Employee costs decrease due to salary alignment to actuals for December year to date.

ITEM 38 – Social and Cultural Planning

Increase Employee Costs	\$33k
Increase Transfer from Net Working Funds	\$33k

- Employee costs increase due to salary alignment to actuals for December year to date.

ITEM 39 – Strategic Planning

Decrease Employee Costs	\$383k
Decrease Transfer from Net Working Funds	\$383k

- Employee costs decrease due to salary alignment to actuals for December year to date.

ITEM 40 – Traffic & Transport Planning

Increase Operating Grants & Contributions	\$100k
Increase Materials & Services	\$100k
Increase Transfer from Net Working Funds	\$0k

- Allocation of revenue and expenditure relating to the Ashfield bicycle logos funded by Local Roads & Community Infrastructure Grants.

ITEM 41 – Urban Ecology

Decrease Employee Costs	\$274k
Decrease Transfer from Net Working Funds	\$274k

- Employee costs decrease due to salary alignment to actuals for December year to date.

ITEM 42 – Urban Forest

Increase User Charges & Fees	\$55k
Increase Operating Grants & Contributions	\$120k
Decrease Employee Costs	\$102k
Increase Materials & Services	\$120k
Decrease Transfer from Net Working Funds	\$157k

- Increase in user charges & fees due to additional tree application revenue.
- Increase in operating grants to fund tree maintenance expenditure.
- Employee costs decrease due to salary alignment to actuals for December year to date.

ITEM 43 – Urban Sustainability

Decrease Employee Costs	\$65k
Decrease Materials & Services	\$1k
Decrease Transfer from Net Working Funds	\$66k

- Employee costs decrease due to salary alignment to actuals for December year to date.

3) COVID-19 Impact

Description	September QBRs			December QBRs		Amended COVID-19 Impact \$'000
	Reduction in Revenue	Reduction in Expenses	COVID-19 Impact	Reduction in Revenue	Reduction in Expenses	
	\$'000	\$'000	\$'000	\$'000	\$'000	
Parking Fines	4,778	-	4,778	(600)		4,178
Children Services	1,554	-	1,554			1,554
Parking Meters	1,318	(29)	1,289			1,289
Aquatic Centres	4,296	(3,059)	1,237	(1,055)	496	678
Sports Field Hire	450	(60)	390			390
Community Venue	159	(98)	61			61
Council Property Leases	47	-	47			47
Council Property Leases	39	-	39			39
Debt Collection for Rates Recovery	175	(151)	24			24
Centre Hire	52	(63)	(11)			(11)
Total Reduction of Income	12,868	(3,460)	9,408	(1,655)	496	8,249
Less: Council Savings						
Employee Costs			(7,563)		1,159	(6,404)
Materials & Services			(1,681)			(1,681)
Total Council Savings			(9,244)			(8,085)
Estimated Loss of Revenue from COVID-19			164			164

4) Summary Profit & Loss Statement

Description	Original Budget	Approved Changes September	Current Budget	Proposed Adjustments	Forecast Budget	Actual YTD
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Income						
Rates & General Revenue	123,703	-	123,703	-	123,703	62,572
User Charges & Fees	45,071	(7,452)	37,619	1,060	38,679	18,413
Domestic Waste Charge	37,459	-	37,459	-	37,459	18,850
Interest Income	4,205	(242)	3,963	-	3,963	1,524
Other Income	22,342	(5,533)	16,809	657	17,466	5,773
Operating Grants & Contributions	10,006	(101)	9,905	437	10,342	3,135
Capital Grants & Contributions	25,054	14,471	39,525	(323)	39,202	9,734
Profit or Loss on Disposal	(1,606)	-	(1,606)	-	(1,606)	293
Total Income	266,234	1,143	267,377	1,831	269,208	120,294
Expense						
Employee costs	120,930	(10,265)	110,665	(805)	109,860	57,786
Materials & Services	55,699	20,496	76,195	3,100	79,295	33,133
Borrowing Costs	979	-	979	1	980	501
Depreciation & Amortisation	31,983	-	31,983	-	31,983	16,045
Other Expenses	35,984	(21,203)	14,781	-	14,781	7,233
Total Expense	245,575	(10,972)	234,603	2,296	236,899	114,698
Operating Surplus/(Deficit)	20,659	12,115	32,774	(465)	32,309	5,596
Operating Surplus/(Deficit) before Capital	(4,395)	(2,356)	(6,751)	(142)	(6,893)	(4,138)

5) Service Unit P&L Summary

Description	Original Budget	Approved Changes September	Current Budget	Proposed Adjustments	Forecast Budget	Actual YTD
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Income						
Aquatic Services	12,664	(4,295)	8,369	1,055	9,424	3,391
Building Certification	804	-	804	-	804	345
Capital Projects	16,840	14,434	31,274	(135)	31,139	5,059
Children's Services	18,655	(1,554)	17,101	-	17,101	8,309
Civil Maintenance	3,272	-	3,272	160	3,432	1,581
Community Centres	134	(52)	82	-	82	26
Community Venues	277	(159)	118	-	118	29
Community Wellbeing	309	(11)	298	-	298	222
Corporate Support Services	139,583	(464)	139,119	(20)	139,099	70,067
Development Assessment	4,671	-	4,671	(625)	4,046	3,201
Economic Development	197	-	197	-	197	-
Engineering Services	3,433	-	3,433	490	3,923	2,169
Environmental Health & Building Regulation	1,405	(56)	1,349	-	1,349	357
Events	45	-	45	-	45	(1)
Facilities Management	69	(39)	30	-	30	53
Libraries and History	603	-	603	-	603	13
Living Arts	6	(1)	5	31	36	35
Major Projects	7,460	-	7,460	-	7,460	3,271
Parking & Ranger Services	14,056	(4,778)	9,278	600	9,878	2,964
Parks and Streetscapes Operations	-	-	-	-	-	1
Parks Planning and Recreation	1,149	(450)	699	-	699	26
Resource Recovery	35,550	(81)	35,469	-	35,469	17,741
Resource Recovery Planning	220	(81)	139	-	139	38
Strategic Planning	1,525	-	1,525	-	1,525	616
Traffic & Transport Planning	3,183	(1,318)	1,865	100	1,965	643
Urban Ecology	14	48	62	-	62	38
Urban Forest	110	-	110	175	285	100
Total Income	266,234	1,143	267,377	1,831	269,208	120,294
Expense						
Aquatic Services	17,346	(3,059)	14,287	497	14,784	6,147
Building Certification	766	-	766	118	884	441
Capital Projects	6,590	20	6,610	(87)	6,523	3,046
Children's Services	18,598	169	18,767	(365)	18,402	8,886
Civil Maintenance	19,122	-	19,122	161	19,283	9,272
Community Centres	759	(63)	696	(31)	665	281
Community Venues	2,594	7	2,601	(16)	2,585	996
Community Wellbeing	2,679	(43)	2,636	(99)	2,537	1,113
Corporate Support Services	51,695	(9,018)	42,677	3,157	45,834	27,980
Development Assessment	6,372	-	6,372	(30)	6,342	3,266
Economic Development	857	88	945	-	945	356
Engineering Services	4,187	-	4,187	801	4,988	2,524
Environmental Health & Building Regulation	3,749	(5)	3,744	(76)	3,668	2,050
Events	1,438	-	1,438	(89)	1,349	314
Facilities Management	10,116	(455)	9,661	(397)	9,264	5,453
Libraries and History	12,196	231	12,427	(269)	12,158	4,892
Living Arts	1,569	52	1,621	-	1,621	549
Major Projects	984	-	984	(29)	955	386
Parking & Ranger Services	9,441	(31)	9,410	(271)	9,139	3,862
Parks and Streetscapes Operations	20,513	-	20,513	5	20,518	9,071
Parks Planning and Recreation	2,302	(95)	2,207	(28)	2,179	1,066
Resource Recovery	30,605	-	30,605	31	30,636	14,481
Resource Recovery Planning	1,283	173	1,456	(115)	1,341	701
Social and Cultural Planning	1,540	212	1,752	33	1,785	1,120
Strategic Planning	5,143	601	5,744	(383)	5,361	1,952
Traffic & Transport Planning	3,334	(29)	3,305	100	3,405	1,494
Urban Ecology	2,075	82	2,157	(274)	1,883	734
Urban Forest	6,194	(4)	6,190	18	6,208	1,500
Urban Sustainability	1,528	195	1,723	(66)	1,657	765
Total Expense	245,575	(10,972)	234,603	2,296	236,899	114,698
Operating Surplus/(Deficit) before Capital	20,659	12,115	32,774	(465)	32,309	5,596
Operating Surplus/(Deficit) after Capital	(4,395)	(2,356)	(6,751)	(142)	(6,893)	(4,138)

6) Capital Expenditure Statement

Description	Original Budget	Approved Changes September	Current Budget	Proposed Adjustments	Forecast Budget	Actual YTD
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Capital Expenditure						
Plant & Equipment	5,971	-	5,971	-	5,971	2,217
Office Equipment	2,359	(321)	2,038	86	2,124	555
Land Improvement (Depreciable)	10,541	5,933	16,474	(1,310)	15,164	2,272
Buildings	24,239	(9,144)	15,095	(4,739)	10,356	904
Aquatic Facilities	600	(500)	100	-	100	5
Seawalls	170	5	175	(70)	105	93
Wharves	-	99	99	-	99	-
Local Roads	5,575	1,170	6,745	728	7,473	1,756
Regional Roads	6,890	(3,335)	3,555	450	4,005	1,304
Bridges	625	469	1,094	-	1,094	440
Footpaths	3,938	(220)	3,718	(347)	3,371	247
Kerb & Gutter	595	(50)	545	450	995	34
Traffic Devices	2,188	657	2,845	50	2,895	72
Car Parks	445	(60)	385	(165)	220	137
Storm Water Drainage	3,728	526	4,254	92	4,346	505
Bicycle facilities	8,937	647	9,584	(1,115)	8,469	1,507
Town Centres	12,669	2,073	14,742	-	14,742	6,341
Roadside Furniture	2,194	-	2,194	(200)	1,994	(30)
Principal Repayments	3,058	-	3,058	-	3,058	1,517
Total Capital Expenditure	94,722	(2,051)	92,671	(6,090)	86,581	19,876
Rates and Annual Charges	(3,166)	(1,078)	(4,244)	(571)	(4,815)	5,210
Operating Grants & Contributions	1,457	(57)	1,400	107	1,507	25
Capital Grants & Contributions	14,708	14,471	29,179	(344)	28,835	4,930
Sale of Assets	2,980	-	2,980	-	2,980	900
Transfer from External Reserves	37,349	(11,305)	26,044	(3,838)	22,206	2,302
Transfer from Internal Reserves	11,641	1,788	13,429	1,007	14,436	4,592
Trf fr Depreciation Contra Reserve	29,753	(5,870)	23,883	(2,451)	21,432	1,917
Total Funding Source	94,722	(2,051)	92,671	(6,090)	86,581	19,876
Net Budget Result	-	-	-	-	-	-

7) Cash & Investments – Restricted Held

	Opening Balance - 1 July 2021	Original Budget - Net Movements	Proposed Adjustments	Forecast Budget - Net Movements	Forecast Closing Balance	YTD Balance
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Externally Restricted						
Developer Contributions	63,573	(15,384)	10,490	(4,894)	58,679	67,647
Specific Purpose Unexpended Grants	8,272	(5,846)	3,903	(1,943)	6,329	7,828
Domestic Waste Management	30,624	(1,599)	108	(1,491)	29,133	28,362
Stormwater Management	1,738	(200)	(273)	(473)	1,265	2,393
Watershed	60	-	-	-	60	60
SRV Income	9,336	(206)	1,494	1,288	10,624	12,625
Mainstreet Levy	240	-	-	-	240	240
3.5% Levy	1,121	-	-	-	1,121	1,121
Total Externally Restricted	114,964	(23,235)	15,722	(7,513)	107,451	120,275
Internally Restricted						
Employment Leave Entitlements	14,927	-	-	-	14,927	15,781
Deposits Retentions & Bonds	20,238	-	-	-	20,238	22,490
Financial Assistance Grant Reserve	2,844	-	-	-	2,844	2,844
Investment Property Reserve	80,907	-	-	-	80,907	80,907
Infrastructure Renewal Reserve	19,446	-	-	-	19,446	19,446
Depreciation Contra Reserve	44,601	0	8,251	8,251	52,852	56,611
Total Internally Restricted	182,962	0	8,251	8,251	191,214	198,079
Unrestricted	27,620	(14,539)	(4,071)	(18,609)	9,011	60,526
Total Funds	325,546	(37,773)	19,902	(17,871)	307,675	378,879
Total Cash & Investments as at 31 December 2021						367,605

Council's cash and investments position sees an unrestricted balance of \$60.5 million as at 31 December 2021. In past quarterly reports the unrestricted portion of the investments were displaced. Council now reports on its total cash and investments position. The unrestricted balance will diminish as Council expends it on operational expenses and capital projects during the financial year. The funds have been invested in accordance with Council's investment policy. As at the end of December 2021 Council's investment portfolio was made up of 100% non-fossil fuel investments.

8) Contracts

Contractor	Contract Detail & Purpose	Contract Value (EXC GST) \$'000	Commencement Date of Contract	Duration Contract	Budgeted (Y/N)
HAKO AUSTRALIA PTY LTD	LPN1.15 - 2 Trucks: Specialised Trucks GP115 - Citymaster 1650 Foot	166	07-Oct-21	One Off	Y
Lahz Nimmo Architects Pty Ltd	RFQ 28-21 Architectural Consultancy for Camperdown Memorial Par	74	19-Oct-21	9 months	Y
Urakawa Jenkins Architecture	RFQ 103-21 Summer Hill Reuse Centre Upgrade	64	20-Oct-21	1 year	Y
HEWSON INDUSTRIES PTY LTD	RFQ 47-21 Pioneer Park Playground Upgrade	110	21-Oct-21	1 year	Y
OZPAVE AUST PTY LTD	RFQ 51-21 (LGP 213-2) - Local Roads Acceleration Program	1,117	27-Oct-21	6 months	Y
OZPAVE AUST PTY LTD	RFQ 60-21 - Mill and Fill - Regional Roads 2021-2022	537	27-Oct-21	6 months	Y
ECS INTERNATIONAL SECURITY	RFT 1-21 Security Surveillance, Patrols, Maintenance & Services	613	01-Nov-21	3 years	Y
DOWNER EDI WORKS	RFQ 64-21 (SSROC T2020-09 - Sustainable Pavements - Paving the Wav)	4,095	08-Nov-21	5 months	Y
LEICHHARDT ESPRESSO CHORUS	Partnership Program Agreement - Carols on Norton Street Concert	50	22-Nov-21	7 months	Y
FULTON HOGAN INDUSTRIES PTY LTD	LGP213-2 - Local Roads Asphalt Restorations	91	25-Nov-21	12 months	Y
The Trustee for GLN Planning Unit Trust	Draft Inner West s7.11/7.12 Local Infrastructure Contribution Plan 2022	127	29-Nov-21	1 year	Y
Andrik Construction Group Pty Ltd	RFQ 107-21 Childcare Centres Softfall Resurface Renewal	127	01-Dec-21	2 months	Y
FULTON HOGAN INDUSTRIES PTY LTD	LGP213-2 - Regional Roads Asphalt Restorations	91	02-Dec-21	12 months	Y
A.D. CRUICKSHANK & A ROSSI	PRUAIP - NS Parramatta Road Public Art Program - Norton St	232	16-Dec-21	6 months	Y
Sydney Electrical and Data Pty Ltd	RFQ 42-21 LED Lighting Installation Project	162	17-Dec-21	6 months	Y
INTERFLOW PTY LTD	RFQ 97-21 (LGP420) Structural Relining / Patching of Damaged Pipelines	130	21-Dec-21	6 months	Y
Andrik Construction Group Pty Ltd	RFQ 169-21 Globe Wilkins - Internal Fit-Out Works	110	21-Dec-21	2 months	Y
Andrik Construction Group Pty Ltd	RFQ 170-21 Globe Wilkins - External Works Landscaping and Playspa	217	23-Dec-21	2 months	Y

Above is a listing of contracts Council entered into during the period 1 October to 31 December 2021.

9) Consultancy & Legal Expenses

Expense	Expenditure YTD \$'000	Budgeted (Y/N)
External Legal Fees	311	Y
Consultancy Fees	1,682	Y

A consultant is a person or organisation engaged under contract on a temporary basis to provide recommendations or high-level specialist or professional advice to assist decision making by management. Generally it is the advisory nature of the work that differentiates a consultant from other contractors.

Where any expenses for Consultancy or Legal Fees (including Code of Conduct expenses) have not been budgeted for, an explanation is to be given. Report on external expenses only (not internal expenses).

Item No: C0322(1) Item 6

Subject: INVESTMENT REPORT AT 31 JANUARY 2022

Prepared By: Daryl Jackson - Chief Financial Officer

Authorised By: Peter Livanes - Director Corporate

RECOMMENDATION

That Council receive and note the report.

BACKGROUND

A monthly investment report is provided to Council detailing the investment portfolio in terms of performance, percentage exposure of total portfolio, maturity date and changes in market value.

The monthly investment report includes details of the current proportion of investments that are non-fossil fuel investments and include details of progress in meeting the prevailing performance benchmark in respect of non-fossil fuel investments.

The investing of Council's funds at the most favourable return available to it at the time whilst having due consideration of risk and security for that investment type and ensuring that its liquidity requirements are being met while exercising the power to invest, consideration is to be given to the preservation of capital, liquidity, and the return on investment.

Preservation of capital is the principal objective of the investment portfolio. Investments are placed in a manner that seeks to ensure security and safeguarding the investment portfolio. This includes managing credit and interest rate risk within identified thresholds and parameters.

Council determined to proactively invest in a non-fossil fuel investment portfolio.

Legislative Requirements

All investments are to comply with the following:

- *Local Government Act 1993;*
- *Local Government (General) Regulation 2021;*
- *Ministerial Investment Order dated 17 February 2011;*
- *Local Government Code of Accounting Practice and Financial Reporting;*
- *Australian Accounting Standards; and*
- *Division of Local Government Investment Policy Guidelines May 2010*

Council's Socially Responsible Investments consist of Green Term Deposits from otherwise fossil fuel lending banks, such as CBA and Westpac and also long dated bond issues from a range of institutions and government agencies. These investments provide targeted funding to a wide range of green and socially responsible projects and initiatives. Council also utilises these investments to remain within the credit rating policy guidelines imposed by the NSW TCorp loan covenant requirements.

Council's portfolio is in full compliance with the NSW TCorp requirements while continuing to adhere to Council's socially responsible investment goals.

DISCUSSION

Council's investments are held in various investment categories which are listed in the table below. Council's investment portfolio size is \$252.7m. All Socially Responsible Investments (SRI's) are investments that comply with the Non-Fossil Fuel standards. Council's annualised return continues to exceed the bank bill index benchmark. Council's portfolio had a return of 0.12%, which is above the UBSWA Bank Bill Index Benchmark (0.09%).

Changes in the value of our portfolio was due to maturing investments of \$12.5m, interest received \$1.5k and increasing investment with Suncorp Bank and Westpac Group through opportunities that was offered on the secondary market –

- Investment
 - Members Equity Bank \$1.5k (interest)
 - Suncorp Bank \$13.8m
 - Westpac Group (Green TD) \$2.5m
- Matured in January
 - CBA (Green) \$10m
 - Bendigo and Adelaide Bank \$2.5m

The attachments to this report summarise all investments held by Council and interest returns for periods ending 31 January 2022.

The Current Market value is required to be accounted for. The Current Market Value is a likely outcome if Council were to consider recalling the investment prior to its due date.

All investments made for the month January 2022 have been made in accordance with the Local Government Act, Local Government Regulations and the Inner West Council Investment Policy.

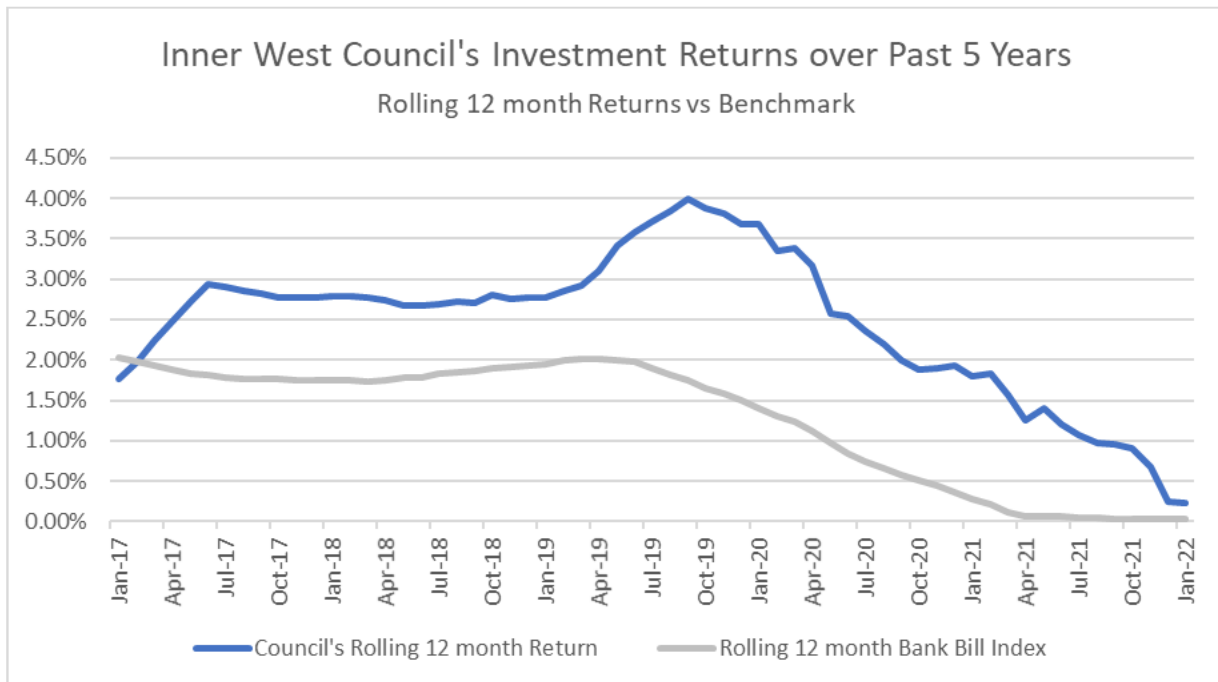
ADI Lending Status *	Current Month (\$)		Previous Month (\$)	
Non Fossil Fuel Lending ADIs				
Bendigo and Adelaide Bank	7,100,000		9,600,000	
Emerald Reverse Mortgage	1,485,452		1,485,452	
Great Southern Bank	2,000,000		2,000,000	
Members Equity Bank	11,090,577		11,089,118	
Newcastle Permanent Building Society	11,700,000		11,700,000	
Suncorp Bank	55,650,000		41,900,000	
Suncorp Bank Covered	5,500,000		5,500,000	
	94,526,028	37%	83,274,569	33%
Socially Responsible Investment				
Bank Australia (Sustainability)	4,000,000		4,000,000	
CBA (Climate)	18,200,000		18,200,000	
CBA (Green)	59,500,000		69,500,000	
National Australia Bank (Social)	7,444,000		7,444,000	
National Housing Finance Investment	4,500,000		4,500,000	
NSW T-Corp (Green)	5,000,000		5,000,000	
Westpac Group (Green TD)	59,500,000		57,000,000	
	158,144,000	63%	165,644,000	67%
	252,670,028		248,918,569	

* source: <http://www.marketforces.org.au>
Percentages may not add up to 100% due to rounding

EXTERNAL / INTERNAL RESTRICTIONS

	JANUARY 22
External Restrictions	106,866,184
Internal Restrictions	145,803,844
Total	252,670,028

The performance chart below shows Council's rolling 12 monthly return versus benchmark over the past 5 years. Each data point is the 12 month return for the stated month end:



Council's investment performance has reflected the downward trend in interest rate markets over recent years accelerated by pandemic related interest rate cuts, but the portfolio has maintained returns in excess of the industry benchmark. With inflation pressures beginning to build, interest rates appear to have levelled off and are beginning to show signs of increasing again.

ATTACHMENTS

1. [IWC Investment Report - January 2022](#)
2. [IWC Economic & Investment Portfolio Commentary - January 2022](#)

INNER WEST

Investment Summary Report January 2022

Inner West Council

Executive Summary - January 2022

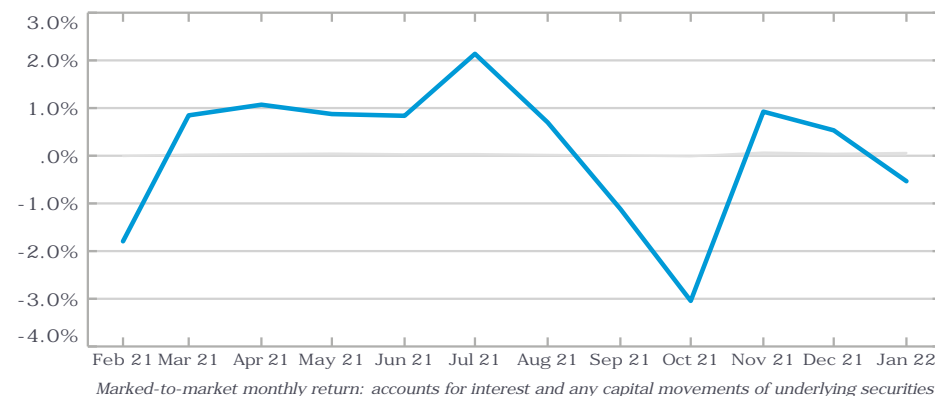


Investment Holdings

By Product	Face Value (\$)	Current Value (\$)	Current Yield (%)
Bonds	36,944,000.00	37,601,562.39	3.0233
Cash	8,590,576.68	8,590,576.68	0.2000
Floating Rate Note	85,650,000.00	85,504,269.25	0.7338
Floating Rate Term Deposits	7,000,000.00	7,002,632.58	0.4160
Mortgage Backed Security	1,485,451.69	1,065,527.07	0.6992
Term Deposit	113,000,000.00	113,151,473.14	0.5471
	252,670,028.37	252,916,041.11	0.9579

Face Value = capital value to be repaid upon maturity
Current Value = current market value + accrued interest
Current Yield = weighted average interest rate

Investment Performance

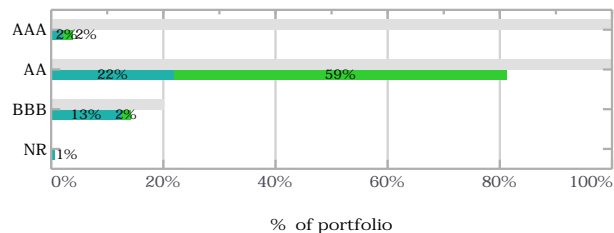


Portfolio Annualised Return

AusBond BB Index Annualised Return

Investment Policy Compliance sorted by Socially Responsible Investments (SRIs) and non-Fossil Fuel (NFF) banks

Total Credit Exposure

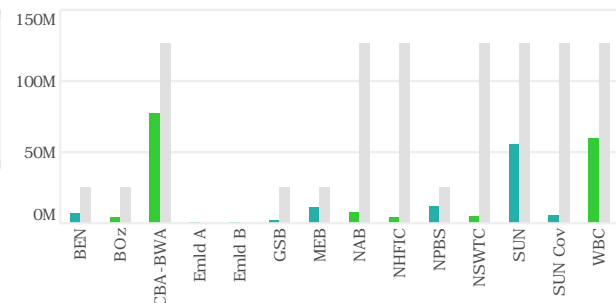


Non Fossil Fuel Lending ADI Socially Responsible Investments

Investment Policy Limit

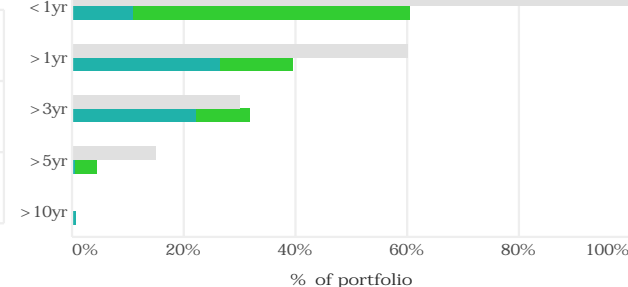
Holdings in each credit rating category vs policy limits

Highest Individual Exposures



Holdings per bank / product provider vs policy limits

Term to Maturities

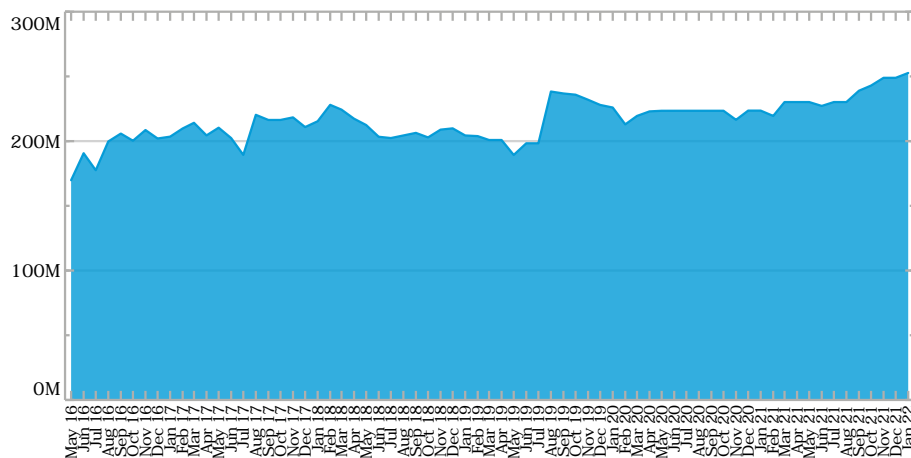


Current maturity profile of all holdings vs policy limits

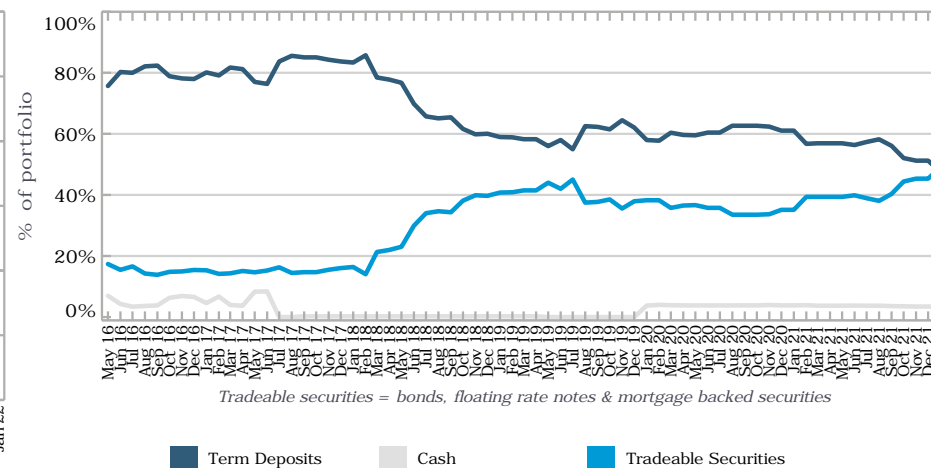
Inner West Council Historical Graphs - January 2022



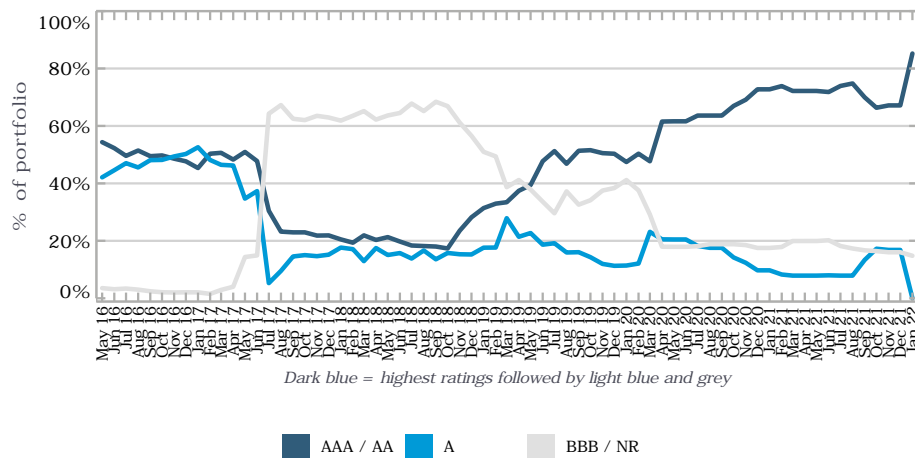
Month end investment balances since amalgamation



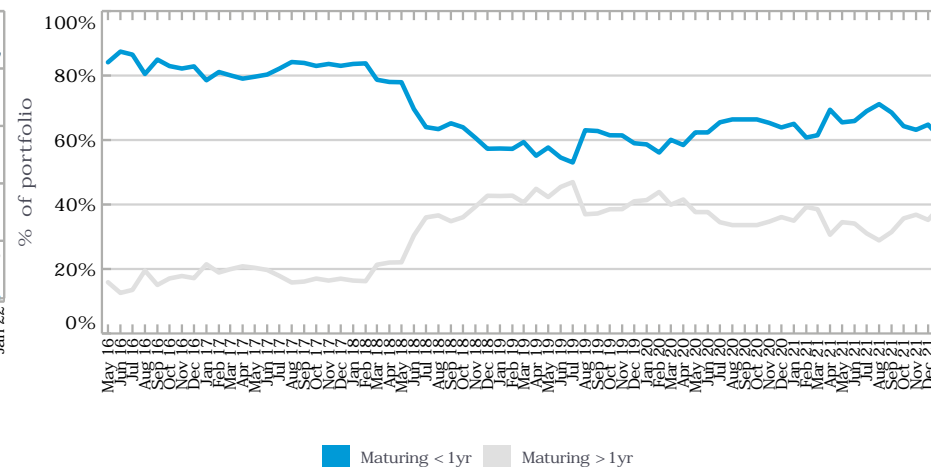
Composition of portfolio by asset type



Composition of portfolio by credit rating categories



Composition of portfolio by short (< 1 yr) and long term (> 1 yr) holdings



Inner West Council

Investment Holdings Report - January 2022



Cash Accounts											
Face Value (\$)	Rate (% pa)	Institution	Credit Rating	Current Value (\$)	Deal No.	Reference					
8,590,576.68	0.2000%	ME Bank	BBB+	8,590,576.68	539404						
8,590,576.68	0.2000%			8,590,576.68							

Term Deposits											
Maturity Date	Face Value (\$)	Rate (% pa)	Institution	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Deal No.	Accrued Interest (\$)	Coupon Frequency	Reference
22-Feb-22	10,000,000.00	0.3700%	Commonwealth Bank of Australia	AA-	10,000,000.00	30-Apr-21	10,028,079.45	541299	28,079.45	At Maturity	Green
1-Mar-22	10,000,000.00	0.2000%	Commonwealth Bank of Australia	AA-	10,000,000.00	27-Jan-22	10,000,273.97	542270	273.97	At Maturity	Green
29-Mar-22	2,500,000.00	0.5000%	ME Bank	BBB+	2,500,000.00	26-Mar-21	2,510,684.93	541224	10,684.93	At Maturity	
29-Mar-22	4,000,000.00	0.3600%	Westpac Group	AA-	4,000,000.00	31-Mar-21	4,001,262.47	541236	1,262.47	Quarterly	Green
26-Apr-22	10,000,000.00	0.4100%	Commonwealth Bank of Australia	AA-	10,000,000.00	30-Apr-21	10,031,115.07	541300	31,115.07	At Maturity	Green
31-May-22	9,000,000.00	0.3000%	Westpac Group	AA-	9,000,000.00	31-May-21	9,004,660.27	541444	4,660.27	Quarterly	Green
21-Jun-22	13,000,000.00	0.4100%	Westpac Group	AA-	13,000,000.00	24-Dec-21	13,005,695.07	542218	5,695.07	Quarterly	Green
28-Jun-22	10,000,000.00	1.8700%	Westpac Group	AA-	10,000,000.00	28-Jun-19	10,017,419.18	538091	17,419.18	Quarterly	Green
30-Jun-22	5,000,000.00	0.4300%	Commonwealth Bank of Australia	AA-	5,000,000.00	30-Jun-21	5,012,723.29	541604	12,723.29	At Maturity	Green
19-Jul-22	2,500,000.00	0.4400%	Westpac Group	AA-	2,500,000.00	19-Jan-22	2,500,391.78	542254	391.78	At Maturity	Green
25-Jul-22	4,000,000.00	1.5700%	Westpac Group	AA-	4,000,000.00	31-Jul-19	4,000,172.05	538347	172.05	Quarterly	Green
26-Jul-22	7,000,000.00	0.3300%	Commonwealth Bank of Australia	AA-	7,000,000.00	30-Jul-21	7,011,771.51	541690	11,771.51	At Maturity	Green
30-Aug-22	10,000,000.00	0.3500%	Suncorp Bank	AA-	10,000,000.00	28-Sep-21	10,012,082.19	541931	12,082.19	At Maturity	
30-Aug-22	4,000,000.00	0.3100%	Commonwealth Bank of Australia	AA-	4,000,000.00	30-Aug-21	4,005,265.75	541796	5,265.75	At Maturity	Green
30-Aug-22	2,000,000.00	0.3100%	Commonwealth Bank of Australia	AA-	2,000,000.00	31-Aug-21	2,002,615.89	541800	2,615.89	At Maturity	Green
29-Nov-22	5,000,000.00	0.5600%	Westpac Group	AA-	5,000,000.00	29-Nov-21	5,004,909.59	542124	4,909.59	Quarterly	Green
30-Jun-23	5,000,000.00	0.5200%	Westpac Group	AA-	5,000,000.00	30-Jun-21	5,002,350.68	541607	2,350.68	Quarterly	Green
113,000,000.00	0.5471%				113,000,000.00		113,151,473.14		151,473.14		

Inner West Council

Investment Holdings Report - January 2022



Floating Rate Term Deposits											
Maturity Date	Face Value (\$)	Rate (% pa)	Institution	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Deal No.	Accrued Interest (\$)	Next Interest Date	Reference
28-Jun-24	4,000,000.00	0.3774%	Westpac Group 3moBBSW+ 0.31%	AA-	4,000,000.00	30-Jun-21	4,001,364.84	541605	1,364.84	30-Mar-22	Green
30-Jun-26	3,000,000.00	0.4674%	Westpac Group 3moBBSW+ 0.40%	AA-	3,000,000.00	30-Jun-21	3,001,267.74	541606	1,267.74	30-Mar-22	Green
	7,000,000.00	0.4160%			7,000,000.00		7,002,632.58		2,632.58		

Floating Rate Notes											
Maturity Date	Face Value (\$)	Current Coupon	Security Name	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Deal No.	Accrued Interest (\$)	Next Coupon Date	Reference
16-Aug-22	1,000,000.00	1.0149%	SUN Snr FRN (Aug22) BBSW+ 0.97%	AA-	1,000,000.00	16-Aug-17	1,006,441.02	535607	2,141.02	16-Feb-22	
16-Aug-22	4,000,000.00	1.0149%	SUN Snr FRN (Aug22) BBSW+ 0.97%	AA-	4,000,000.00	31-Oct-18	4,025,764.09	537263	8,564.09	16-Feb-22	
2-Dec-22	4,000,000.00	0.9585%	BOz 'SRI' Snr FRN (Dec22) BBSW+ 0.90%	BBB	4,000,000.00	2-Dec-19	4,022,927.51	538824	6,407.51	2-Mar-22	
25-Jan-23	1,500,000.00	1.1150%	BEN Snr FRN (Jan23) BBSW+ 1.05%	BBB+	1,500,000.00	25-Jan-18	1,511,270.75	536141	320.75	26-Apr-22	
6-Feb-23	1,700,000.00	1.4450%	NPBS Snr FRN (Feb23) BBSW+ 1.40%	BBB	1,700,000.00	6-Feb-18	1,723,026.62	536175	5,720.62	7-Feb-22	
30-Jul-24	6,000,000.00	0.8550%	SUN Snr FRN (Jul24) BBSW+ 0.78%	AA-	6,000,000.00	30-Jul-19	6,044,660.55	538330	140.55	29-Apr-22	
30-Jul-24	750,000.00	0.8550%	SUN Snr FRN (Jul24) BBSW+ 0.78%	AA-	749,182.50	1-Oct-19	755,582.57	538563	17.57	29-Apr-22	
24-Oct-24	2,000,000.00	1.1850%	GSB Snr FRN (Oct24) BBSW+ 1.12%	BBB	2,000,000.00	24-Oct-19	2,029,099.45	538603	519.45	26-Apr-22	
24-Apr-25	3,700,000.00	1.1850%	SUN Cov FRN (Apr25) BBSW+ 1.12%	AAA	3,700,000.00	27-Apr-20	3,777,772.99	539640	960.99	26-Apr-22	
2-Dec-25	5,600,000.00	0.5785%	BEN Snr FRN (Dec25) BBSW+ 0.52%	BBB+	5,600,000.00	2-Dec-20	5,567,614.13	540602	5,414.13	2-Mar-22	
24-Feb-26	6,400,000.00	0.4950%	SUN Snr FRN (Feb26) BBSW+ 0.45%	AA-	6,400,000.00	24-Feb-21	6,352,228.82	540964	5,988.82	24-Feb-22	
24-Feb-26	10,000,000.00	0.4950%	SUN Snr FRN (Feb26) BBSW+ 0.45%	AA-	9,962,700.00	27-Oct-21	9,925,357.53	542015	9,357.53	24-Feb-22	
4-Mar-26	10,000,000.00	0.6850%	NPBS Snr FRN (Mar26) BBSW+ 0.63%	BBB	10,000,000.00	4-Mar-21	9,938,597.26	540984	10,697.26	4-Mar-22	
15-Sep-26	3,750,000.00	0.5421%	SUN Snr FRN (Sep26) BBSW+ 0.48%	AA-	3,750,000.00	9-Sep-21	3,708,648.37	541878	2,673.37	15-Mar-22	
23-Dec-26	5,000,000.00	0.4721%	CBA Green Snr FRN (Dec26) BBSW+ 0.41%	AA-	5,000,000.00	21-Sep-21	4,940,336.67	541917	2,586.67	23-Mar-22	
23-Dec-26	1,500,000.00	0.4721%	CBA Green Snr FRN (Dec26) BBSW+ 0.41%	AA-	1,492,560.00	27-Oct-21	1,482,101.00	542014	776.00	23-Mar-22	
23-Dec-26	5,000,000.00	0.4721%	CBA Green Snr FRN (Dec26) BBSW+ 0.41%	AA-	4,968,400.00	1-Nov-21	4,940,336.67	542019	2,586.67	23-Mar-22	
25-Jan-27	13,750,000.00	0.8450%	SUN Snr FRN (Jan27) BBSW+ 0.78%	AA-	13,750,000.00	18-Jan-22	13,752,503.25	542249	2,228.25	26-Apr-22	

Inner West Council

Investment Holdings Report - January 2022



Floating Rate Notes

Maturity Date	Face Value (\$)	Current Coupon	Security Name	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Deal No.	Accrued Interest (\$)	Next Coupon Reference Date
	85,650,000.00	0.7338%			85,572,842.50		85,504,269.25		67,101.25	

Fixed Rate Bonds

Maturity Date	Face Value (\$)	Coupon	Security Name	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Deal No.	Accrued Interest (\$)	Purchase Yield	Reference
24-Mar-22	3,444,000.00	3.2500%	NAB 'Social' Snr Bond (Mar22) 3.25%	AA-	3,468,039.12	26-Jun-18	3,498,487.73	536771	39,930.08	3.0000%	
24-Mar-22	4,000,000.00	3.2500%	NAB 'Social' Snr Bond (Mar22) 3.25%	AA-	4,066,280.00	1-Nov-18	4,063,284.24	537279	46,376.40	2.8400%	
31-Mar-22	10,000,000.00	3.2500%	CBA 'Climate' Snr Bond (Mar22) 3.25%	AA-	10,088,200.00	28-Mar-18	10,158,774.29	536469	110,714.29	3.0348%	
31-Mar-22	1,100,000.00	3.2500%	CBA 'Climate' Snr Bond (Mar22) 3.25%	AA-	1,111,198.00	22-May-18	1,117,465.17	536652	12,178.57	3.1115%	
31-Mar-22	3,100,000.00	3.2500%	CBA 'Climate' Snr Bond (Mar22) 3.25%	AA-	3,143,462.00	13-Jun-18	3,149,220.03	536721	34,321.43	3.0592%	
31-Mar-22	4,000,000.00	3.2500%	CBA 'Climate' Snr Bond (Mar22) 3.25%	AA-	4,083,240.00	31-Jul-18	4,063,509.71	536896	44,285.71	2.9908%	
24-Aug-26	1,300,000.00	3.2500%	SUN Cov Bond (Aug26) 3.25%	AAA	1,427,881.00	30-Apr-20	1,372,382.38	539692	18,484.38	1.7000%	
24-Aug-26	500,000.00	3.2500%	SUN Cov Bond (Aug26) 3.25%	AAA	549,310.00	5-May-20	527,839.38	539728	7,109.38	1.7000%	
15-Nov-28	5,000,000.00	3.0000%	NSWTC 'Green' Snr Bond (Nov28) 3.00%	AA+	5,000,000.00	15-Nov-18	5,342,892.86	537310	32,142.86	3.2350%	
27-May-30	1,500,000.00	1.5200%	NHFIC 'Social' Snr Bond (May30) 1.52%	AAA	1,540,140.00	10-Feb-21	1,430,830.98	540932	4,075.98	1.2500%	
1-Jul-31	3,000,000.00	1.7400%	NHFIC 'Social' Snr Bond (Jul31) 1.74%	AAA	3,000,000.00	1-Jul-21	2,876,875.62	541524	4,105.62	1.7400%	
	36,944,000.00	3.0233%			37,477,750.12		37,601,562.38		353,724.69	2.7945%	

Mortgage Backed Securities

Maturity Date	Face Value (\$)	Current Coupon	Security Name	Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Deal No.	Accrued Interest (\$)	Reference
21-Aug-51	485,451.69	0.4972%	Emerald Reverse Mortgage (2006A)	NR	1,000,000.00	17-Jul-06	383,976.35	310321	469.51	
21-Aug-56	1,000,000.00	0.7972%	Emerald Reverse Mortgage (2006B)	NR	1,000,000.00	17-Jul-06	681,550.72	310334	1,550.72	
	1,485,451.69	0.6992%			2,000,000.00		1,065,527.07		2,020.23	

Inner West Council Accrued Interest Report - January 2022



Accrued Interest Report									
Investment	Deal No.	Ref	Face Value (\$)	Settlement Date	Maturity Date	Interest Received (\$)	Days	Interest Accrued (\$)	Percentage Return
<u>Bonds</u>									
NAB 'Social' Snr Bond (Mar22) 3.25%	536771			26-Jun-18	24-Mar-22	0.00	31	9,746.71	3.33%
NAB 'Social' Snr Bond (Mar22) 3.25%	537279			01-Nov-18	24-Mar-22	0.00	31	11,320.22	3.33%
CBA 'Climate' Snr Bond (Mar22) 3.25%	536469			29-Mar-18	31-Mar-22	0.00	31	27,678.58	3.26%
CBA 'Climate' Snr Bond (Mar22) 3.25%	536652			24-May-18	31-Mar-22	0.00	31	3,044.64	3.26%
CBA 'Climate' Snr Bond (Mar22) 3.25%	536721			13-Jun-18	31-Mar-22	0.00	31	8,580.36	3.26%
CBA 'Climate' Snr Bond (Mar22) 3.25%	536896			31-Jul-18	31-Mar-22	0.00	31	11,071.42	3.26%
SUN Cov Bond (Aug26) 3.25%	539692			30-Apr-20	24-Aug-26	0.00	31	3,559.11	3.22%
SUN Cov Bond (Aug26) 3.25%	539728			05-May-20	24-Aug-26	0.00	31	1,368.89	3.22%
NSWTC 'Green' Snr Bond (Nov28) 3.00%	537310			15-Nov-18	15-Nov-28	0.00	31	12,774.73	3.01%
NHFIC 'Social' Snr Bond (May30) 1.52%	540932			10-Feb-21	27-May-30	0.00	31	1,974.30	1.55%
NHFIC 'Social' Snr Bond (Jul31) 1.74%	541524			01-Jul-21	01-Jul-31	26,100.00	31	4,524.34	1.78%
Bonds Total						26,100.00		95,643.30	3.05%
<u>Cash</u>									
ME Bank	539404					1,458.81	31	1,458.90	.20%
Cash Total						1,458.81		1,458.90	.20%
<u>Floating Rate Note</u>									
BEN Snr FRN (Jan22) BBSW+ 1.01%	537202			19-Oct-18	19-Jan-22	6,586.19	18	1,288.60	1.05%
SUN Snr FRN (Aug22) BBSW+0.97%	535607			16-Aug-17	16-Aug-22	0.00	31	861.97	1.01%
SUN Snr FRN (Aug22) BBSW+0.97%	537263			31-Oct-18	16-Aug-22	0.00	31	3,447.88	1.01%
BOZ 'SRI' Snr FRN (Dec22) BBSW+0.90%	538824			02-Dec-19	02-Dec-22	0.00	31	3,256.28	.96%
BEN Snr FRN (Jan23) BBSW+ 1.05%	536141			25-Jan-18	25-Jan-23	4,128.66	31	1,397.79	1.10%
NPBS Snr FRN (Feb23) BBSW+ 1.40%	536175			06-Feb-18	06-Feb-23	0.00	31	2,086.35	1.45%

Inner West Council Accrued Interest Report - January 2022



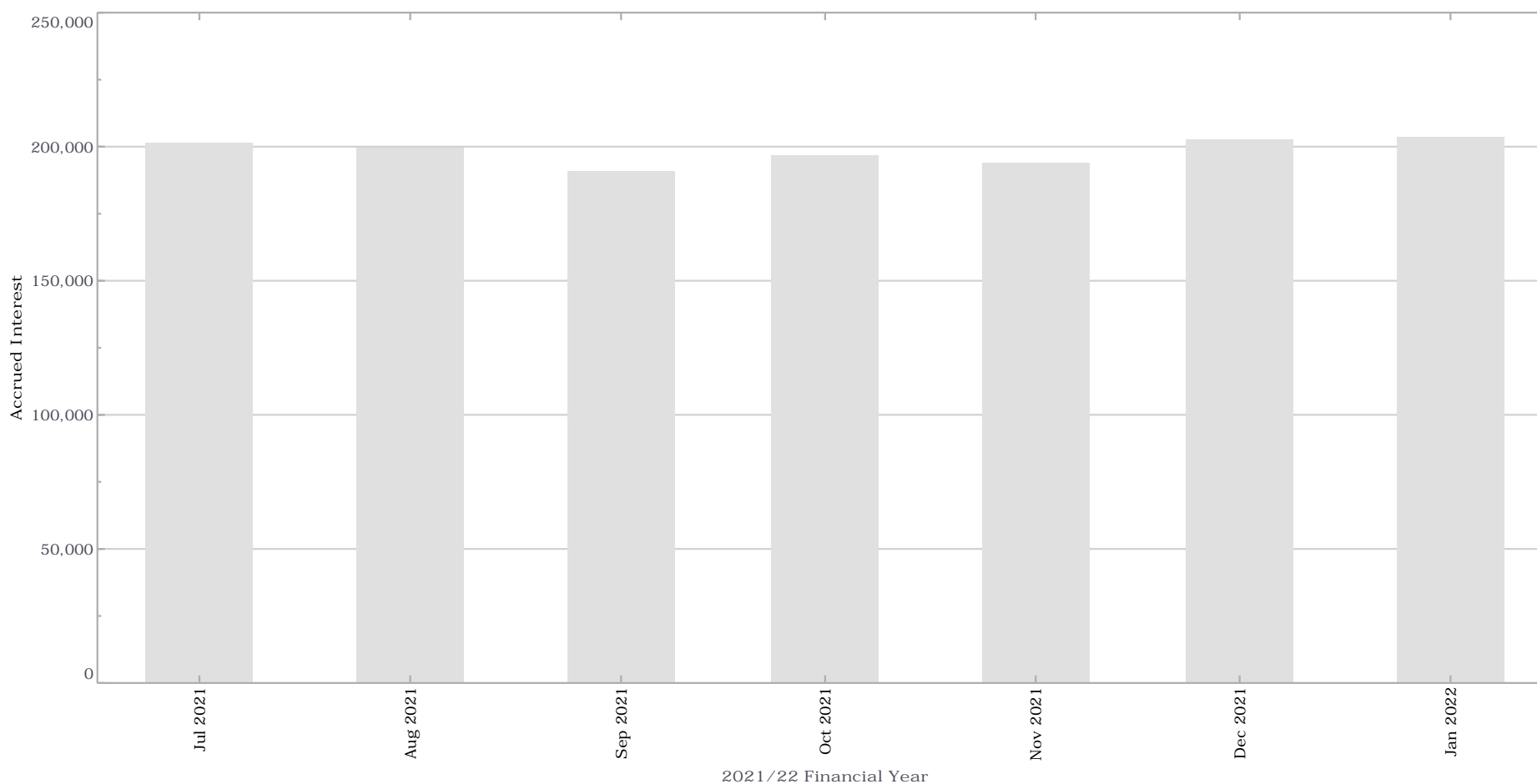
Accrued Interest Report									
Investment	Deal No.	Ref	Face Value (\$)	Settlement Date	Maturity Date	Interest Received (\$)	Days	Interest Accrued (\$)	Percentage Return
SUN Snr FRN (Jul24) BBSW+0.78%	538330			30-Jul-19	30-Jul-24	13,137.34	31	4,333.32	.85%
SUN Snr FRN (Jul24) BBSW+0.78%	538563			01-Oct-19	30-Jul-24	1,642.17	31	541.67	.85%
GSB Snr FRN (Oct24) BBSW+1.12%	538603			24-Oct-19	24-Oct-24	5,794.08	31	1,983.89	1.17%
SUN Cov FRN (Apr25) BBSW+1.12%	539640			27-Apr-20	24-Apr-25	10,719.05	31	3,670.20	1.17%
BEN Snr FRN (Dec25) BBSW+0.52%	540602			02-Dec-20	02-Dec-25	0.00	31	2,751.45	.58%
SUN Snr FRN (Feb26) BBSW+0.45%	540964			24-Feb-21	24-Feb-26	0.00	31	2,690.63	.49%
SUN Snr FRN (Feb26) BBSW+0.45%	542015			29-Oct-21	24-Feb-26	0.00	31	4,204.11	.50%
NPBS Snr FRN (Mar26) BBSW+0.63%	540984			04-Mar-21	04-Mar-26	0.00	31	5,817.81	.69%
SUN Snr FRN (Sep26) BBSW+0.48%	541878			15-Sep-21	15-Sep-26	0.00	31	1,726.55	.54%
CBA Green Snr FRN (Dec26) BBSW+0.41%	541917			23-Sep-21	23-Dec-26	0.00	31	2,004.67	.47%
CBA Green Snr FRN (Dec26) BBSW+0.41%	542014			29-Oct-21	23-Dec-26	0.00	31	601.40	.47%
CBA Green Snr FRN (Dec26) BBSW+0.41%	542019			02-Nov-21	23-Dec-26	0.00	31	2,004.67	.47%
SUN Snr FRN (Jan27) BBSW+0.78%	542249			25-Jan-22	25-Jan-27	0.00	7	2,228.25	.84%
Floating Rate Note Total						42,007.49		46,897.49	.72%
<u>Floating Rate Term Deposits</u>									
Westpac Group	541605			30-Jun-21	28-Jun-24	0.00	31	1,282.12	.38%
Westpac Group	541606			30-Jun-21	30-Jun-26	0.00	31	1,190.91	.47%
Floating Rate Term Deposits Total						0.00		2,473.03	.42%
<u>Mortgage Backed Securities</u>									
Emerald Reverse Mortgage Series 2006-1 Class A	310321			17-Jul-06	21-Aug-51	0.00	31	205.00	.50%
Emerald Reverse Mortgage Series 2006-1 Class B	310334			17-Jul-06	21-Aug-56	0.00	31	677.08	.80%
Mortgage Backed Securities Total						0.00		882.08	.70%
<u>Term Deposit</u>									
Commonwealth Bank of Australia	540914			29-Jan-21	25-Jan-22	85,057.53	24	5,654.79	.43%

Inner West Council
Accrued Interest Report - January 2022

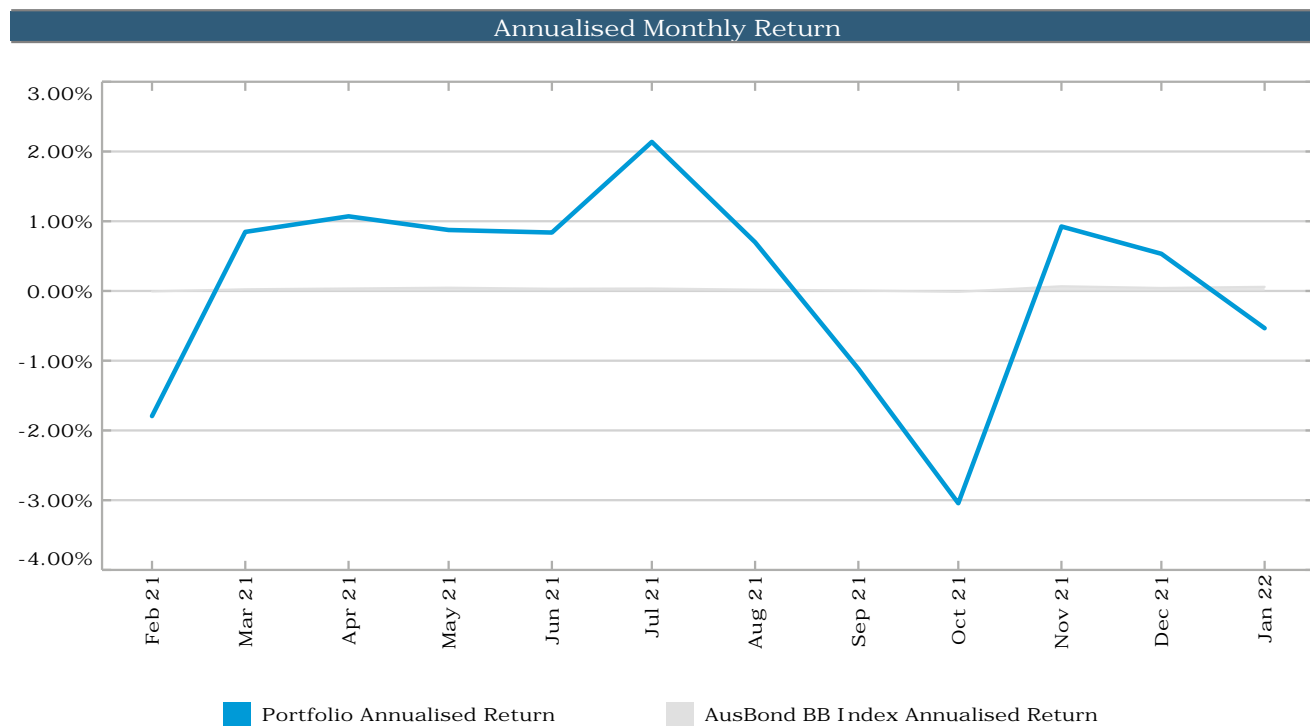


Accrued Interest Report									
Investment	Deal No.	Ref	Face Value (\$)	Settlement Date	Maturity Date	Interest Received (\$)	Days	Interest Accrued (\$)	Percentage Return
Commonwealth Bank of Australia	541299			30-Apr-21	22-Feb-22	0.00	31	3,142.46	.37%
Commonwealth Bank of Australia	542270			27-Jan-22	01-Mar-22	0.00	5	273.97	.20%
ME Bank	541224			26-Mar-21	29-Mar-22	0.00	31	1,061.64	.50%
Westpac Group	541236			31-Mar-21	29-Mar-22	0.00	31	1,223.02	.36%
Commonwealth Bank of Australia	541300			30-Apr-21	26-Apr-22	0.00	31	3,482.19	.41%
Westpac Group	541444			31-May-21	31-May-22	0.00	31	2,293.15	.30%
Westpac Group	542218			24-Dec-21	21-Jun-22	0.00	31	4,526.85	.41%
Westpac Group	538091			28-Jun-19	28-Jun-22	0.00	31	15,882.19	1.87%
Commonwealth Bank of Australia	541604			30-Jun-21	30-Jun-22	0.00	31	1,826.03	.43%
Westpac Group	542254			19-Jan-22	19-Jul-22	0.00	13	391.78	.44%
Westpac Group	538347			31-Jul-19	25-Jul-22	16,173.15	31	5,333.69	1.57%
Commonwealth Bank of Australia	541690			30-Jul-21	26-Jul-22	0.00	31	1,961.92	.33%
Commonwealth Bank of Australia	541796			30-Aug-21	30-Aug-22	0.00	31	1,053.15	.31%
Commonwealth Bank of Australia	541800			31-Aug-21	30-Aug-22	0.00	31	526.57	.31%
Suncorp Bank	541931			28-Sep-21	30-Aug-22	0.00	31	2,972.60	.35%
Westpac Group	542124			29-Nov-21	29-Nov-22	0.00	31	2,378.08	.56%
Westpac Group	541607			30-Jun-21	30-Jun-23	0.00	31	2,208.21	.52%
Term Deposit Total						101,230.68		56,192.29	.56%
						170,796.98		203,547.09	.96%

Inner West Council
Accrued Interest Report - January 2022



Inner West Council Investment Performance Report - January 2022



Historical Performance Summary			
	Portfolio	AusBond BB Index	Outperformance
Jan 2022	-0.53%	0.06%	-0.59%
Last 3 Months	0.30%	0.06%	0.24%
Last 6 Months	-0.44%	0.03%	-0.47%
Financial Year to Date	-0.07%	0.03%	-0.10%
Last 12 months	0.12%	0.03%	0.09%

Inner West Council Environmental Commitments Report - January 2022

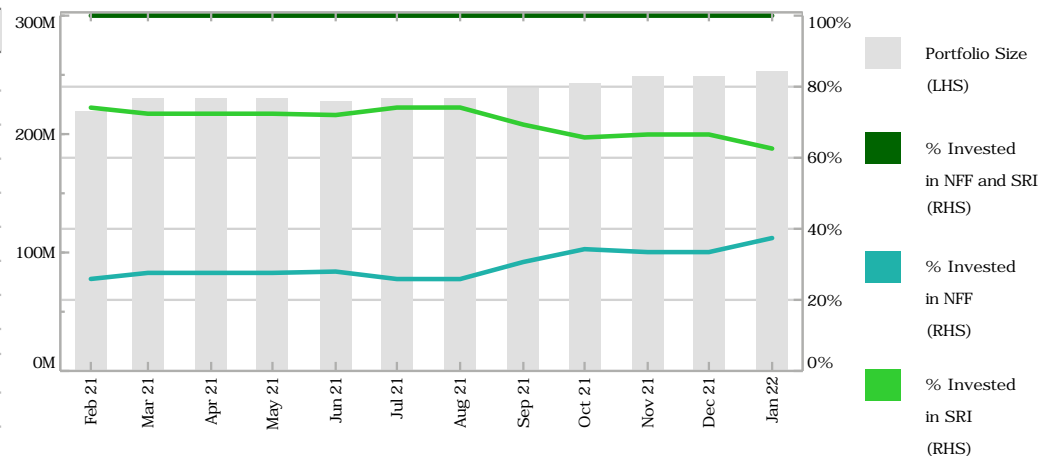


Current Breakdown

ADI Lending Status *	Current Month (\$)	Previous Month (\$)
Non Fossil Fuel Lending ADIs		
Bendigo and Adelaide Bank	7,100,000	9,600,000
Emerald Reverse Mortgage	1,485,452	1,485,452
Great Southern Bank	2,000,000	2,000,000
Members Equity Bank	11,090,577	11,089,118
Newcastle Permanent Building Society	11,700,000	11,700,000
Suncorp Bank	55,650,000	41,900,000
Suncorp Bank Covered	5,500,000	5,500,000
	94,526,028 37%	83,274,569 33%
Socially Responsible Investment		
Bank Australia (Sustainability)	4,000,000	4,000,000
CBA (Climate)	18,200,000	18,200,000
CBA (Green)	59,500,000	69,500,000
National Australia Bank (Social)	7,444,000	7,444,000
National Housing Finance Investment	4,500,000	4,500,000
NSW T-Corp (Green)	5,000,000	5,000,000
Westpac Group (Green TD)	59,500,000	57,000,000
	158,144,000 63%	165,644,000 67%
	252,670,028	248,918,569

* source: <http://www.marketforces.org.au>
Percentages may not add up to 100% due to rounding

Historical Portfolio Exposure to NFF Lending ADIs and SRIs



Socially Responsible Investments Glossary

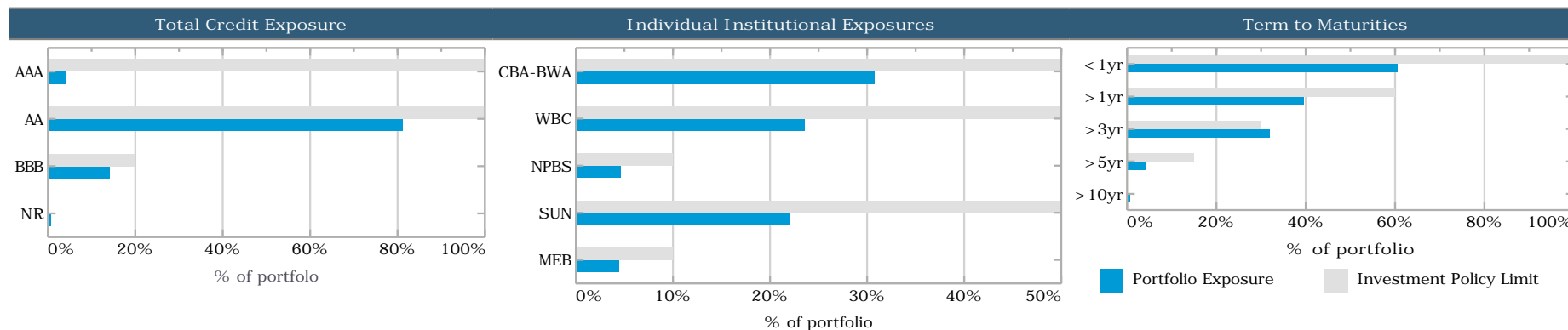
Investment	Use of Funds
Bank Australia (Sustainability)	Reduced Inequalities, sustainable cities and communities, life on land **
CBA (Climate)	Wind farms, low carbon transport, low carbon commercial buildings ***
CBA (Green)	Wind farms, low carbon transport, low carbon commercial buildings ***
National Housing Finance Investment Corp (Social)	No poverty, sustainable cities and communities **
National Australia Bank (Social)	Employers of Choice for Gender Equality ****
NSW T-Corp (Green)	Low carbon transport, water infrastructure ***
Westpac Group (Green TD)	Wind farms, low carbon commercial buildings ***

** United Nations Sustainable Development Goals

*** Climate Bonds Standard

**** Cited by the Workplace Gender Equality Agency as Employers of Choice for Gender Equality

Inner West Council Investment Policy Compliance Report - January 2022



Credit Rating Group	Face Value (\$)		Policy Max	
AAA	10,000,000	4%	100%	a
AA	205,294,000	81%	100%	a
BBB	35,890,577	14%	20%	a
NR	1,485,452	1%	0%	r
	252,670,028			

a = compliant
r = non-compliant

	Portfolio Exposure	Investment Policy Limit	
Commonwealth Bank of Australia (AA-)	31%	50%	a
Westpac Group (AA-)	24%	50%	a
Newcastle Permanent Building Society (BBB)	5%	10%	a
Suncorp Bank (AA-)	22%	50%	a
Members Equity Bank (BBB+)	4%	10%	a
Bendigo and Adelaide Bank (BBB+)	3%	10%	a
Bank Australia (BBB)	2%	10%	a
Great Southern Bank (BBB)	1%	10%	a
National Australia Bank (AA-)	3%	50%	a
Suncorp Bank Covered (AAA)	2%	50%	a
NSW T-Corp [Green] (AA+)	2%	50%	a
National Housing Fin Inv Corp [Social] (AAA)	2%	50%	a
Emerald Reverse Mortgage (NR)	1%	0%	r

Maturity Profile	Face Value (\$)	Policy Max	
Less than 1yr	152,734,577	60%	100% a
Greater than 1yr	99,935,452	40%	60% a
a. Greater than 3yrs	80,485,452	32%	30% r
b. Greater than 5yrs	10,985,452	4%	15% a
c. Greater than 10yrs	1,485,452	1%	0% r
	252,670,028		
Detailed Maturity Profile	Face Value (\$)		
00. Cash + Managed Funds	8,590,577	3%	
01. Less Than 30 Days	20,000,000	8%	
02. Between 30 Days and 60 Days	32,144,000	13%	
03. Between 60 Days and 90 Days	10,000,000	4%	
04. Between 90 Days and 180 Days	50,500,000	20%	
05. Between 180 Days and 365 Days	31,500,000	12%	
06. Between 365 Days and 3 Years	19,450,000	8%	
07. Between 3 Years and 5 Years	69,500,000	28%	
08. Between 5 Years and 10 Years	9,500,000	4%	
09. Greater than 10 Years	1,485,452	1%	
	252,670,028		

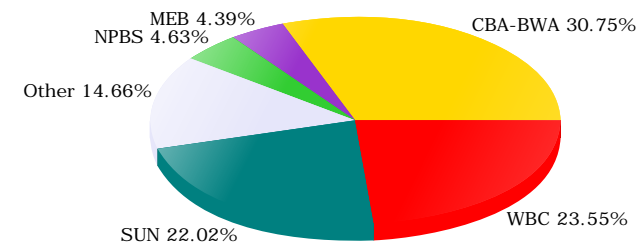
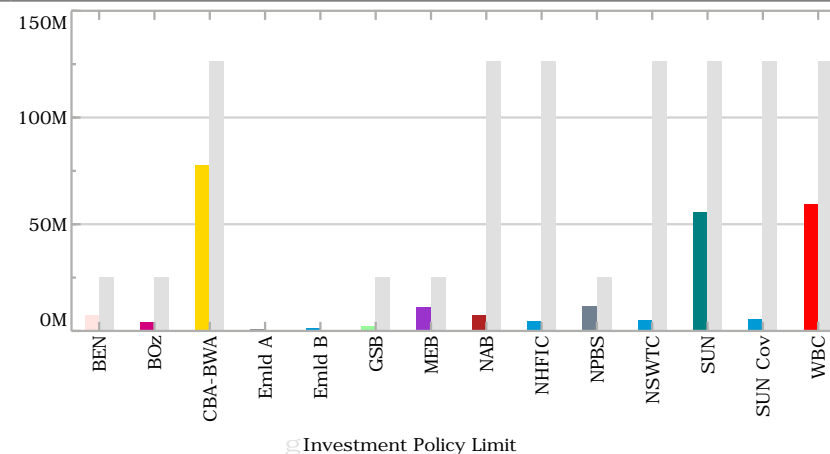
Inner West Council Individual Institutional Exposures Report - January 2022



Individual Institutional Exposures

	Current Exposures		Policy Limit		Capacity
Bank Australia (BBB)	4,000,000	2%	25,267,003	10%	21,267,003
Bendigo and Adelaide Bank (BBB+)	7,100,000	3%	25,267,003	10%	18,167,003
Commonwealth Bank of Australia (AA-)	77,700,000	31%	126,335,014	50%	48,635,014
Emerald Reverse Mortgage (NR)	1,485,452	1%	0	0%	-1,485,452
Great Southern Bank (BBB)	2,000,000	1%	25,267,003	10%	23,267,003
Members Equity Bank (BBB+)	11,090,577	4%	25,267,003	10%	14,176,426
National Australia Bank (AA-)	7,444,000	3%	126,335,014	50%	118,891,014
National Housing Fin Inv Corp [Social] (AAA)	4,500,000	2%	126,335,014	50%	121,835,014
Newcastle Permanent Building Society (BBB)	11,700,000	5%	25,267,003	10%	13,567,003
NSW T-Corp [Green] (AA+)	5,000,000	2%	126,335,014	50%	121,335,014
Suncorp Bank (AA-)	55,650,000	22%	126,335,014	50%	70,685,014
Suncorp Bank Covered (AAA)	5,500,000	2%	126,335,014	50%	120,835,014
Westpac Group (AA-)	59,500,000	24%	126,335,014	50%	66,835,014
	252,670,028				

Individual Institutional Exposure Charts



Inner West Council
Cash Flows Report - January 2022



Current Month Cashflows

Transaction Date	Deal No.	Cashflow Counterparty	Asset Type	Cashflow Description	Cashflow Received
4-Jan-22	541524	NHFIC	Bonds	Coupon - Received	26,100.00
<u>Deal Total</u>					<u>26,100.00</u>
Day Total					26,100.00
19-Jan-22	537202	Bendigo and Adelaide Bank	Floating Rate Note	Coupon - Received	6,586.19
		Bendigo and Adelaide Bank	Floating Rate Note	Maturity Face Value - Received	2,500,000.00
<u>Deal Total</u>					<u>2,506,586.19</u>
	542254	Westpac Group	Term Deposits	Settlement Face Value - Paid	-2,500,000.00
<u>Deal Total</u>					<u>-2,500,000.00</u>
Day Total					6,586.19
24-Jan-22	538603	Great Southern Bank	Floating Rate Note	Coupon - Received	5,794.08
<u>Deal Total</u>					<u>5,794.08</u>
	539640	Suncorp Bank (Covered)	Floating Rate Note	Coupon - Received	10,719.05
<u>Deal Total</u>					<u>10,719.05</u>
Day Total					16,513.13
25-Jan-22	536141	Bendigo and Adelaide Bank	Floating Rate Note	Coupon - Received	4,128.66
<u>Deal Total</u>					<u>4,128.66</u>
	540914	Commonwealth Bank of Australia	Term Deposits	Maturity Face Value - Received	20,000,000.00
		Commonwealth Bank of Australia	Term Deposits	Interest - Received	85,057.53
<u>Deal Total</u>					<u>20,085,057.53</u>
	542249	Suncorp Bank	Floating Rate Note	Settlement Face Value - Paid	-13,750,000.00
<u>Deal Total</u>					<u>-13,750,000.00</u>
Day Total					6,339,186.19
27-Jan-22	542270	Commonwealth Bank of Australia	Term Deposits	Settlement Face Value - Paid	-10,000,000.00
<u>Deal Total</u>					<u>-10,000,000.00</u>
Day Total					-10,000,000.00
31-Jan-22	538330	Suncorp Bank	Floating Rate Note	Coupon - Received	13,137.34
<u>Deal Total</u>					<u>13,137.34</u>
	538347	Westpac Group	Term Deposits	Interest - Received	16,173.15
<u>Deal Total</u>					<u>16,173.15</u>

Inner West Council
Cash Flows Report - January 2022



Current Month Cashflows

Transaction Date	Deal No.	Cashflow Counterparty	Asset Type	Cashflow Description	Cashflow Received
	538563	Suncorp Bank	Floating Rate Note	Coupon - Received	1,642.17
<u>Deal Total</u>					<u>1,642.17</u>
Day Total					30,952.65
<u>Net Cash Movement for Period</u>					<u>-3,580,661.83</u>

Next Month Cashflows

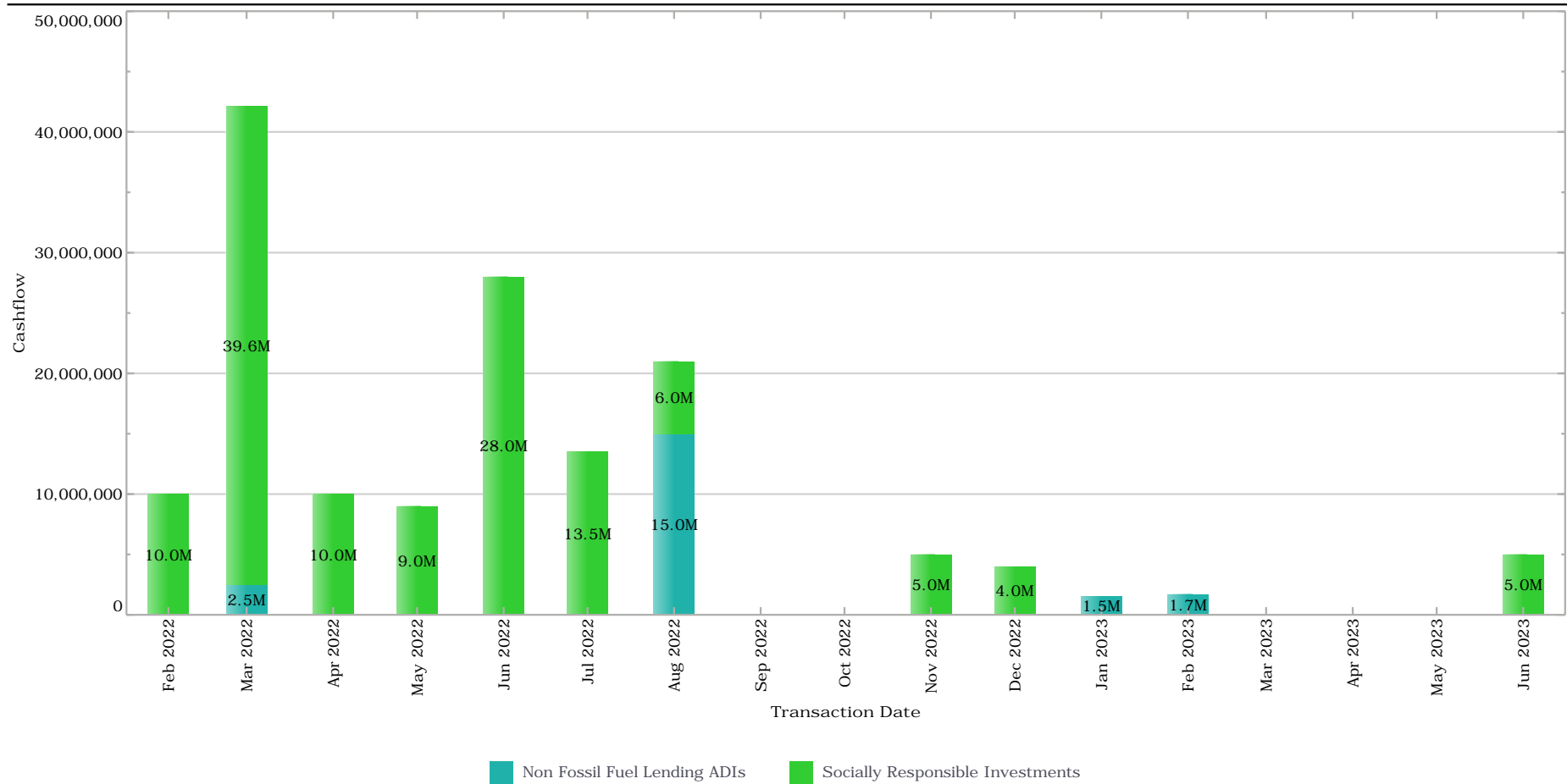
Transaction Date	Deal No.	Cashflow Counterparty	Asset Type	Cashflow Description	Cashflow Due
7-Feb-22	536175	Newcastle Permanent Building Society	Floating Rate Note	Coupon - Received	6,124.42
<u>Deal Total</u>					<u>6,124.42</u>
Day Total					6,124.42
16-Feb-22	535607	Suncorp Bank	Floating Rate Note	Coupon - Received	2,558.10
<u>Deal Total</u>					<u>2,558.10</u>
	537263	Suncorp Bank	Floating Rate Note	Coupon - Received	10,232.42
<u>Deal Total</u>					<u>10,232.42</u>
Day Total					12,790.52
21-Feb-22	310321	Emerald Reverse Mortgage (2006A)	Mortgage Backed Securities	Coupon - Received	601.76
<u>Deal Total</u>					<u>601.76</u>
	310334	Emerald Reverse Mortgage (2006B)	Mortgage Backed Securities	Coupon - Received	1,987.54
<u>Deal Total</u>					<u>1,987.54</u>
Day Total					2,589.30
22-Feb-22	541299	Commonwealth Bank of Australia	Term Deposit	Maturity Face Value - Received	10,000,000.00
		Commonwealth Bank of Australia	Term Deposit	Interest - Received	30,208.22
<u>Deal Total</u>					<u>10,030,208.22</u>
Day Total					10,030,208.22
24-Feb-22	539692	Suncorp Bank (Covered)	Bonds	Coupon - Received	21,125.00
<u>Deal Total</u>					<u>21,125.00</u>
	539728	Suncorp Bank (Covered)	Bonds	Coupon - Received	8,125.00
<u>Deal Total</u>					<u>8,125.00</u>
	540964	Suncorp Bank	Floating Rate Note	Coupon - Received	7,985.10
<u>Deal Total</u>					<u>7,985.10</u>
	542015	Suncorp Bank	Floating Rate Note	Coupon - Received	12,476.71
<u>Deal Total</u>					<u>12,476.71</u>
Day Total					49,711.81
28-Feb-22	541444	Westpac Group	Term Deposit	Interest - Received	6,657.53

Inner West Council
Cash Flows Report - January 2022



Next Month Cashflows					
Transaction Date	Deal No.	Cashflow Counterparty	Asset Type	Cashflow Description	Cashflow Due
				<u>Deal Total</u>	<u>6,657.53</u>
	542124	Westpac Group	Term Deposit	Interest - Received	6,980.82
				<u>Deal Total</u>	<u>6,980.82</u>
				Day Total	13,638.36
				<u>Net Cash Movement for Period</u>	<u>10,115,062.63</u>

Inner West Council Cash Flows Report - January 2022





Inner West Council Economic and Investment Portfolio Commentary January 2022

Investment Portfolio Commentary

Council's investment portfolio posted a return of -0.53%pa for the month of January versus the bank bill index benchmark return of 0.06%pa. For the past 12 months, the investment portfolio returned 0.12%pa, exceeding the bank bill index benchmark's 0.03%pa by 0.09%pa.

The rising interest environment was detrimental to the marked-to-market valuations of the fixed rate bonds in Council's portfolio, resulting in the slightly negative return for the month.

Without marked-to-market influences, Council's investment portfolio yielded 0.96%pa for the month. This is based on the actual interest rates being received on existing investments and excludes the underlying changes to the market value of the securities/deposits.

During January, Council's investment portfolio had a \$20m 12 month CBA Green TD mature that had been paying 0.43%. Also, a \$2.5m holding in a Bendigo/Adelaide Bank FRN matured which had been paying 3mo BBSW +1.01%pa.

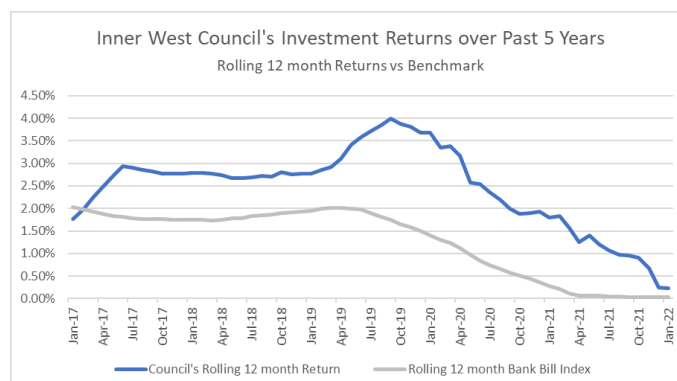
During the month, Council invested \$2.5m in a six month Westpac Green TD paying 0.44% and \$10m in a one month CBA ESGTD/Green TD paying 0.20%pa. Council also took advantage of a new Suncorp (non-fossil fuel) 5yr FRN issue, investing \$13.75m in the security which is paying 3mo BBSW +0.78%pa.

Council's entire investment portfolio remains invested in non fossil fuel lending ADIs (37% of portfolio) and socially responsible investments (63% of portfolio).

Council's Socially Responsible Investments consist of Green Term Deposits from otherwise fossil fuel lending banks, such as CBA and Westpac and also long dated bond issues from a range of institutions and government agencies. These investments provide targeted funding to a wide range of green and socially responsible projects and initiatives. Council also utilises these investments to remain within the credit rating policy guidelines imposed by the NSW TCorp loan covenant requirements.

Council's portfolio is in full compliance with the NSW TCorp requirements while continuing to adhere to Council's socially responsible investment goals.

The performance chart below shows Council's rolling 12 monthly return versus benchmark over the past 5 years. Each data point is the 12 month return for the stated month end:



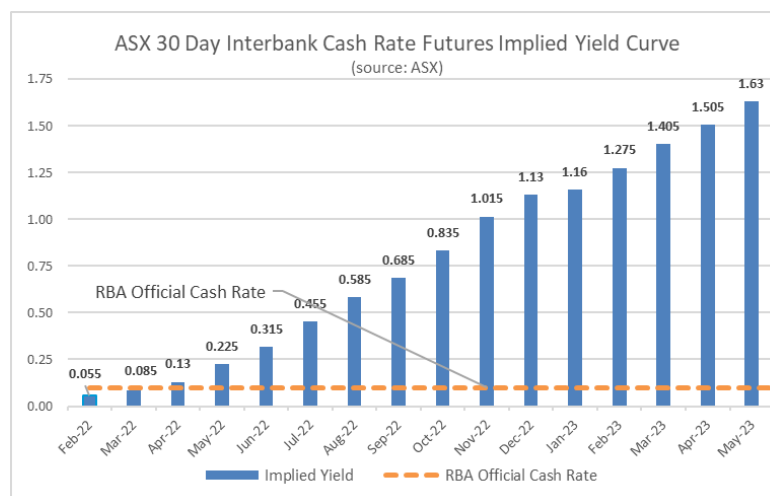
Council's investment performance has reflected the downward trend in interest rate markets over recent years accelerated by pandemic related interest rate cuts, but the portfolio has maintained returns in excess of the industry benchmark. With inflation pressures beginning to build, interest rates appear to have levelled off and are beginning to show signs of increasing again.

Domestic issues:

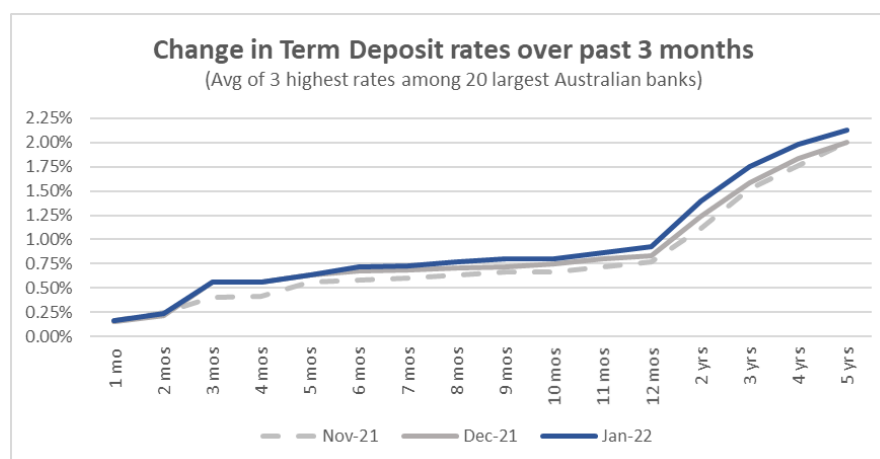
- In Australia, latest inflation data was higher than expected, up 3.5%pa for the 12 months ending December led by petrol and new housing. Even underlying inflation, which excluded volatile items, was up 2.6%pa, soundly in the RBA's 2-3% target range.
- House prices in Australia rose by an average of 21% in 2021, the strongest result since 1988. There are already signs that house prices will cool off with both Sydney and Melbourne prices slowing sharply.
- Latest jobs data showed employment at a record high and the unemployment rate at its lowest level, 4.2%, since 2008. With the Omicron variant already showing signs of peaking and employers likely keen to hang on to workers, the jobs market strength is expected to continue to push unemployment below 4% and annualised wages growth up to 3% in the second half of the year.

Interest rates

- The RBA has noted that they are not expecting underlying inflation to be sustainably in the 2-3% target range for "some time" and they are "prepared to be patient", but the market is thinking otherwise.
- The money market is pricing in a 0.25% cash rate by mid-2022 and 1.00% before the end of 2022:



- In January, term deposit rates rose an average of 7 basis points across the curve, same as in December, with the biggest jump in the 2-5 year range:



Global issues:

- In the US, inflation hit a 40 year high of 7% and with a tight labour market and accelerating wages growth, there is a rising risk that high inflation will become entrenched. The US Federal Reserve is now expecting to raise rates in March with another 3-4 hikes of 0.25%pa by the end of 2022.
- The US is not alone as inflation pressures are forcing more central banks to bring forward the timing of expected rate hikes. The Bank of Canada is expected to increase rates in March and the Bank of New Zealand as early as February.
- The risk of inflation and a sharp hike in interest rates to combat it, global share markets had a volatile month with all major indices recording losses. The US S&P



500 dropped over 5%, European shares were off 3%, the Japanese market was down 4.7% and Australia's All Ords fell 6.6%.

- Another factor raising concern in the markets is the threat of conflict between Russia, Ukraine and the US. Aside from the threat of war, escalation of events could worsen Europe's gas shortage with supplies coming out of Russia being squeezed and higher prices adding to inflation.

Disclaimer: The statements and opinions contained in this report are based on currently prevailing conditions in financial markets and are so contained in good faith and in the belief that such statements and opinion are not false or misleading. In preparing this report, Prudential Investment Services Corp has relied upon information which it believes to be reliable and accurate. Prudential Investment Services Corp believes that this report and the opinions expressed in this report are accurate, but no warranty of accuracy or reliability is given. Prudential Investment Services Corp does not warrant that its investigation has revealed all of the matters which a more extensive examination might disclose. This report may not be reproduced, transmitted, or made available either in part or in whole to any third party without the prior written consent of Prudential Investment Services Corp. AFS Licence No. 468145.

Item No: C0322(1) Item 7
Subject: DAWN FRASER BATHS - INTERNAL AUDIT REPORT
Prepared By: Peter Gainsford - General Manager

RECOMMENDATION

That Council receive and note the report.

DISCUSSION

Dawn Fraser Pool, built in the 1880s, is the oldest pool of a swimming club in Australia.

In 2019, Council commenced heritage restoration works on the Baths. The restoration included:

- Replacing the pavilion including the decking;
- Upgrading the lighting for water polo;
- Raising the Baths floor level to mitigate sea level rise and to future-proof the facility;
- Improving the entry configuration and access from the harbour foreshore;
- Renovating the male and female showers, toilets and change rooms; and
- Providing new unisex family change rooms.

Construction of the project commenced in September 2019 with an original completion date of October 2020, however, the final occupation certificate was received in July 2021. The Pool was initially expected to be closed for one summer and the delays in the project created significant community concerns. Upon my commencement back at Inner West Council as General Manager in May 2021 I noticed that there was a lack of communication between staff and Councillors regarding changes to the scope of works and subsequent financial impacts as they related to major projects, this included the Dawn Fraser Pool. Given the lack of transparency it is understandable that the Mayor raised significant concerns throughout the life of the project and wanted the project reviewed by a third party. Additionally, Council also resolved in September 2021, that the external audit being undertaken by Ernst and Young (EY) on the Dawn Fraser Pool Project, be brought back to Council when available.

Council engaged EY to audit the Dawn Fraser Pool Project in July 2021. The objective of this audit was to assess the design and operating effectiveness of the project governance and delivery processes executed for the Dawn Fraser Pool refurbishment project. **Refer to the detailed Audit at Attachment 1.**

The EY Audit report was tabled for discussion at the 23 February 2022 Audit, Risk and Improvement Committee (ARIC). It was agreed that future major projects would include the provision external consultant to undertake project assurance to assist in mitigating the risks that were realised throughout the Dawn Fraser Pool Project. This will ensure that Council will continually monitor and report on the progression of the project including the completion of milestones whilst also identifying and communicating any concerns, delays or challenges that occur. This would be formally reported to the ARIC but also communicated to Councillors throughout the life of the project. The next major project the Construction of the Greenway will be managed in this manner.

The EY Audit report and subsequent comments and recommendations are supported by management. Council has developed a project management framework, which will address many of the recommendations identified in the EY Audit report. This will include providing

training to staff to ensure all project managers understand their roles and responsibilities and that Council has a consistent and best practice approach to the management of Council projects moving forward.

Additionally, Council has already commenced providing Councillors with additional oversight of the major projects via quarterly briefings. Council will work towards implementing all of the additional recommendations outlined in the EY Audit report, which will also be continually reported to the ARIC. This will enable Council to better manage its capital works program and provide the best possible outcomes for the community.

FINANCIAL IMPLICATIONS

Nil.

ATTACHMENTS

1. [Download](#)  Dawn Fraser Baths Audit Report

Inner West Council

Dawn Fraser Baths Refurbishment
Project Internal Audit

15 February 2022

1. Executive Summary

1.1 Objectives

The objective of this internal audit was to assess the design and operating effectiveness of the project governance and delivery processes executed for the Dawn Fraser Baths ('DFB') refurbishment project. Key learnings from this internal audit will be used to inform the design of the IWC project management framework that is currently being developed and operationalised for future capital expenditure project delivery. The framework will set out the methodology and approach on how to conduct capital projects such as; minimum standards regarding documentation of project risks, records management and reporting protocols. This framework is due to be implemented in April 2022, with training to be rolled out to staff from January 2022.

1.2 Background

The Inner West Council ('IWC') is custodian of the Dawn Fraser Baths ('Baths'), that were constructed in the 1880s. The baths are home to the oldest water polo and swimming club in Australia and are listed as a nationally significant heritage item. IWC commenced refurbishment works for the Baths in August 2019. The construction was completed in May 2021 and included:

- ▶ Raising boardwalks and ground floor levels of the Entry Building and Southern Pavilion
- ▶ Demolition and reconstruction of the Southern Pavilion at the new raised ground level
- ▶ Retention, alteration, and repair of the Entry Building to the Southern Pavilion
- ▶ Installation of new solar panels to the Northern Pavilion and four water polo lights
- ▶ Installation of a fire sprinkler system and emergency upgrades
- ▶ Associated alterations to the perimeter paths, seawalls and eastern perimeter entry.

The total planned project costs as per the Dawn Fraser Baths Master Plan (August 2018) were AUD \$7.6 million (incl. GST).

The project incurred a number of variations from the initial project plan that equated to AUD \$2.3 million with a final project cost of AUD \$9.9 million. In March 2021, the then Mayor of Inner West Council requested an investigation over repeated delays to restoration works on the Baths.

The project's funding consisted of:

- ▶ AUD \$7.2 million of IWC's funds
- ▶ AUD \$2.2 million grant from the NSW Government
- ▶ AUD \$500,000 grant from the Commonwealth Government.

1.3 Scope

The summarised scope, as agreed with IWC, to achieve the objectives as outlined in Section 1.1 focussed on the assessment of the following key areas:

- ▶ **Project Governance** - governance practices over the life of the project, including:
 - Roles, responsibilities and accountabilities established by the project team for the management of the project
 - Processes for ensuring appropriate project approvals in line with IWC's delegations of authority
 - Project reporting of progress/milestones in accordance with the project plan against budget
- ▶ **Risk Management** - processes to identify, assess, quantify, and link project risks to project contingency (where applicable) and report to key stakeholders
- ▶ **Financial and commercial management** - processes to perform project budgeting and forecasting, including:
 - Substantiation and transparency of project forecasts
 - Project contingency
 - Progress claims and project variations
 - Change and valuation management

- ▶ **Contract management** - authorisation of project work prior to commencement and verification of work completion in accordance with key contract deliverables (adherence to project timelines, agreed quality standards and reporting obligations)
- ▶ **Assurance activities** - processes to conduct stage gate reviews and assessments including whether the requirements have been met, and approvals received to allow a project to proceed to through each stage gate as per the project management plan
- ▶ **Project close** - handover processes, capture of lessons learnt, final payment and retention payment approvals, and contingency management
- ▶ **Records management** - minimum documentation requirements and retention protocols for key documentation to support decisions made

The scope of this audit did not include the following:

- ▶ Assessment of the capability of individual staff, management or contractors engaged or proposed to be engaged for project delivery
- ▶ Appropriateness of decisions made to accept or reject tenderers
- ▶ Assessment of the procurement process as a 'procurement of capital projects' internal audit is scheduled to be delivered in the second half of FY22
- ▶ Appropriateness of gateway review decisions related to progression past stage-gates
- ▶ Investigation into indicators of fraud or misconduct
- ▶ Compliance with legislation, including the *State Records Act 1998*
- ▶ Accounts payable processes and controls
- ▶ Appropriateness of design and construction decisions based on technical information

Refer to *Appendix A - Detailed Scope and Approach* for the detailed scope of work and scope limitations.

This internal audit was completed in compliance with *Treasury Policy Paper TPP 15-03 Internal Audit and Risk Management Policy for the NSW Public Sector* which stipulates the application of the latest Institute of

Internal Auditors (IIA) International Standards for the Professional Practice of Internal Auditing in the NSW Public Sector.

1.4 Approach

The approach for this internal audit included completion of the following key activities:

- ▶ Interviews with key personnel involved with the delivery and management of the Dawn Fraser Baths Refurbishment Project
- ▶ Review of IWC's relevant policies and procedures relating to project delivery
- ▶ Review of a sample of supporting documentation in relation to each scope area to confirm our understanding of the processes and controls
- ▶ Performance of process and control walkthroughs for the areas in scope with key stakeholders
- ▶ Validation of observations with key stakeholders as fieldwork progresses by confirming the factual accuracy of findings and that we had understood the processes correctly
- ▶ Performed a diagnostic workshop at the conclusion of fieldwork to outline the observations of the audit and collaboratively work with management to develop recommendations to remediate these observations. Consideration was given towards resourcing and timing constraints and COVID related impacts as well as quick wins achieved through existing initiatives.
- ▶ Prepared a report summarising the key observations and improvement opportunities identified through the audit
- ▶ Presented the results of the internal audit to Management and the Audit, Risk, and Improvement Committee.

1.5 Overall Assessment

Overall, EY assessed the process and control environment relating to the Dawn Fraser Baths Refurbishment Project (DFB) as '**Basic**' as defined in *Appendix C*. The 'Basic' rating is driven by the four high and five medium rated findings (detailed in Section 2). Key areas for improvement were identified in relation to project governance and monitoring across all

stages of the execution of the project, from engaging contractors, to maintaining ongoing operational oversight and project assurance, defining minimum reporting standards and having adequate processes in place to measure contractor performance throughout the lifecycle of the project. Furthermore, greater focus was required on ensuring that risks were appropriately documented and managed over the life of the project and that all risk types were considered including non-financial risks.

We note that the root causes of these findings were due to heavy reliance on the skills and expertise of the project manager (external contractor) rather than an enterprise level project management framework, project management plan and related controls. In the absence of appropriate governance mechanisms such as a project management framework, project related risks including but not limited to contractor, budget and variations management are more likely to be realised. We acknowledge that a number of findings set out in this report are already being addressed by management through the development of a project management framework that, if applied consistently and correctly, should strengthen the Council's governance and delivery of future capital projects.

1.6 Overall Report Rating and Findings

We identified four high rated, five medium rated and one low rated findings. The overall report rating is 'Basic' in line with the rating scale detailed in Appendix C. Further detail in relation to these findings is included in Section 2.

Overall Reporting Rating	Poor	Basic	Good	Strong
		✓		

The table below summarises the findings identified as part of this assessment that have been rated in accordance with the internal audit rating criteria (refer to Appendix C for internal audit rating definitions and Appendix D for Root Cause Analysis definitions). Further detail on these findings can be found in Section 2 of this Report.

Scope Section	Issue Ref	Issue Name	Risk Rating	Issue Detail	Management Response
Project Governance	2.1.1	Absence of an enterprise level project management framework to drive effective CAPEX project management	High	<p>As IWC did not have an enterprise level project management framework in place, the DFB refurbishment project manager (external contractor) was not provided with clarity of role and well-defined expectations of the project management responsibilities to provide accountability for project management activities. While a project management plan was developed for the DFB refurbishment project, there was a lack of discipline to track the delivery of the project in line with the project management plan. As a result, IWC had heavy reliance on the experience of the project manager to drive project management practices across the life of the project which led to heightened financial management, reporting, stakeholder and contract management risks for IWC.</p> <p>We note that IWC is currently developing a project management framework to enhance the effective delivery of capital projects across IWC. Training on the new framework will begin in January 2022 and the framework</p>	<p>Council's Project Management Framework has been recommended by the working group constructing the Framework to ensure it meets the working requirements of the diverse project areas of Council and ensure buy-in from Council's project staff. The PMF also builds on the recommendations from the PM-Partners review of Council's project management practice. The PMF has now been signed off by the Project Control Group.</p> <p>Responsible Officer: Peter Livanes, Director Corporate</p> <p>Timing:</p>

Scope Section	Issue Ref	Issue Name	Risk Rating	Issue Detail	Management Response
				will formally be rolled out in April 2022. All future IWC capital projects will be required to adhere to this framework.	April 2022
Contract Management	2.4.1	Lack of formal monitoring of contractor's performance throughout the project	High	There was a lack of formal monitoring and oversight over contractors' performance against their contractual requirements. IWC relied heavily on the experience and diligence of the project manager to ensure contractors were adhering to their obligations and meeting key performance indicator requirements. Better practice suggests a more formal approach to contractors' performance where management checks that all conditions, clauses and agreed key performance indicators (KPIs) in the contract are acted upon. This includes keeping adequate, written records of all dealings with the contractors and of the administration of the contract (e.g. file notes of inspections, KPI results, records of meetings and documented invoice processing).	<p>Council officers are preparing a case for a Project Management Office to run and sustain best practice project management. This proposal includes the function of Project Assurance that can be applied to any project including where compliance with the contract is critical to successful project outcomes. This may include an external, unbiased and validated review of contractor performance, early identification of potential issues or risks, and peer review to ensure all parties are in compliance with the contract.</p> <p>Responsible Officer: Peter Livanes, Director Corporate</p> <p>Timing: May 2022</p>
Risk Management	2.2.1	Inconsistent approach to the identification, treatment, and escalation of risks	High	The risk register for the DFB refurbishment project was not updated in a timely manner to capture all applicable risks, and therefore key controls were not identified to mitigate those risks. The latest version of the risk register was dated September 2019 whilst the project ended in April 2021. As a result, risks were not progressively identified, assessed and documented once construction began on the project.	The PMF addresses risk management and aligns to Council's Enterprise Risk Policy. This policy includes the processes concerned with identifying, analysing, and responding to project risk. It is acknowledged

Scope Section	Issue Ref	Issue Name	Risk Rating	Issue Detail	Management Response
				<p>Additionally, there was no documentation of risks related to a lack of project resources, capabilities, contingencies, overruns and/or community related risks such as Covid-19 in the risk register. Risks that were documented only related to construction risk and did not clearly articulate how the risk specifically impacted the project and/or how the risk was going to be treated or mitigated where possible.</p> <p>Without having a documented, up-to-date risk register, key risks may not be identified, reported and/or managed in a timely manner which may result in poor project outcomes.</p>	<p>that additional training and guidance can be provided.</p> <p>Risk registers are mandatory within the PMF including reporting risk registers to PCG's.</p> <p>Responsible Officer: Peter Livanes, Director Corporate</p> <p>Timing: May 2022</p>
Contract Management	2.4.2	Lack of formal review of supplier invoices prior to payment	High	<p>Neither the lead project manager nor IWC's Finance team reviewed supplier invoices to ensure goods and services were delivered prior to processing contractor payments during the initial stages of the refurbishment project. IWC was reliant on the lead project manager's experience and work ethic to ensure that works quoted by the contractor on the invoice were adequately completed to justify payment.</p> <p>Without performing the three-way match by comparing the purchase order, goods receipt and invoice prior to payment, this may result in misappropriation of assets, cost variations and increased risk of fraud.</p> <p>We acknowledge that the Council introduced a two-stage review process over invoices in the TechOne system which was implemented in 2020. Under the two-stage review process, once a project manager has approved an invoice, it will prompt their supervisor to perform a review and sign-off. Depending on the value of the invoice and the supervisor's delegations, the invoice may also undergo a further review and approval by more senior staff.</p>	<p>IWC are implementing additional system related controls above the existing two-stage review process. Any exceptions are identified and referred back to the purchase order authoriser.</p> <p>Responsible Officer: Matthew Lee, Transaction Services Manager</p> <p>Timing: December 2022</p>

Scope Section	Issue Ref	Issue Name	Risk Rating	Issue Detail	Management Response
Records Management	2.6.1	Enhance records management throughout the project lifecycle	Medium	<p>There were no records management guidance and minimal documentation requirements defined on the DFB refurbishment project in order to guide the project team (including contractors) on where key documents and information should be documented and stored. As such, the project team stored key physical documents in multiple locations which resulted in the inability to locate the key documents when needed. This risk was heightened due to the high turnover of staff during the project and remote working arrangements as a result of the COVID-19 pandemic. For example, supplier contracts were not filed in a central location and therefore were not able to be located. As a result, management had to liaise with contractors to obtain contracts during the audit. Refer to Finding 2.4.2 for further details.</p> <p>We acknowledge that the IWC's project management framework which is due to be rolled out in April 2022 will include records management policies and processes including records management guidance, minimal documentation requirements, storage and retention protocols.</p>	<p>A Corporate Plan priority is to review the standards, timeliness and quality of document management across Council. This is related to all Council business.</p> <p>This initiative is currently being scoped to understand the purpose, objectives, scope and deliverables of the initiative. It is clear however, that additional training and guidance will be required for all stakeholders across IWC.</p> <p>Responsible Officer: Peter Livanes, Director Corporate</p> <p>Timing: May 2022</p>
Financial and Commercial Management	2.3.1	Non-compliance with delegations of authority	Medium	<p>While delegations of authority (DOA) were established for the approval of contract variations for the DFB refurbishment project, approval limits were not consistently applied in practice. EY noted that the value of variations approved by the project manager exceeded their approval limits per the DOA in the project management plan. Through sample testing, EY noted several variations greater than \$25,000 were approved by the project manager even though the required approver per the DOA was the deputy general manager. A lack of enforcement, monitoring and oversight over the execution of variations in line with delegation limits gives rise to fraud and collusion risks that</p>	<p>Terms of Reference developed for projects will include DOA and the requirement for escalation to the PCG for approval with the appropriate DOA and the appropriate minutes and record keeping.</p> <p>Responsible Officer: Cathy Edwards-Davis, Director Infrastructure</p>

Scope Section	Issue Ref	Issue Name	Risk Rating	Issue Detail	Management Response
				may result in misappropriation of assets, significant project overruns and delays to completion.	Timing: April 2022
Project Governance	2.1.2	Some monthly contractor reports were unable to be located	Medium	<p>As prescribed in the DFB project management plan, the lead contractor was required to provide monthly reports to IWC with commentary on any potential or actual delays and the associated risk mitigation strategies. However, of the four monthly reports requested for testing, only two were able to be provided as management was unable to locate the remainder. Additionally, for the two monthly reports provided, there was no evidence to suggest that monthly contractor reports were reviewed by the Project Control Group (PCG).</p> <p>A lack of regular reporting to management may lead to IWC not having the required level of oversight to deliver the project successfully.</p>	<p>The PMF specifically addresses reporting and the scalable reporting requirements to be determined by project.</p> <p>The training provided to Council officers will address reporting requirements by officers to Project Control Group (PCG's) but also to senior members of staff on the role and governance of PCG's in respect to receiving and monitoring reports and providing direction and advice to the project. This will be established by terms of reference as prescribed in the PMF.</p> <p>Responsible Officer: Peter Livanes, Director Corporate</p> <p>Timing: April 2022</p>
Project Governance	2.1.3	PCG meetings were not held consistency throughout the project	Medium	Further, PCG meetings for the DFB refurbishment project were not held consistently each month as prescribed per the project management plan. The responsibility to organise PCG meetings was at the discretion of the external project manager contracted by IWC to deliver the DFB	The governance and terms of reference for each PCG will be determined at the 'Start-Up' Phase of all projects. This will

Scope Section	Issue Ref	Issue Name	Risk Rating	Issue Detail	Management Response
				refurbishment project. Further, through a review of PCG meeting minutes, EY noted that in some instances, key details relating to budget, variations and project risks were not discussed. Specifically, actual project expenses were not discussed during two meetings. This gives rise to the risk that current and emerging project concerns are not discussed in a timely manner and/or given the necessary oversight and attention which may result in project delays and significant cost variations.	include all elements recommended. Responsible Officer: Cathy-Edwards Davis, Director Infrastructure Timing: April 2022
Contract Management	2.4.3	Lack of framework around when contracts should be created and when formal legal review is required	Medium	EY noted that contracts were not always prepared by IWC when the nature and cost of works to be completed were deemed to be less significant. However, IWC have not identified the circumstances under which a contract should be prepared instead of fee proposals or Terms & Conditions (Ts&Cs) in isolation. Through testing performed, EY was not able to obtain signed copies of contracts for a six out of 16 contractors selected for further testing. For a further four samples, IWC was only able to provide fee proposals as opposed to signed contracts. Management confirmed that general T&Cs are included alongside every order and that irrespective of the size of works of whether a contract is prepared, T&Cs will be provided and are legally enforceable where required. Further, the IWC Legal team did not review every contract prepared for works related to the DFB refurbishment project and only the main contractor's contract underwent a formal review by the Legal team. Management confirmed that due to the limited resources of the IWC Legal team, only 'substantial' contracts will undergo a formal review and that all contracts are prepared using standard contract templates. However, the Council has not defined the criteria that meets the definition of 'substantial'.	Standard form contracts including Purchase Order Standard Terms and Conditions are available and should be used in all instances. Where any deviation from a standard form contract is used, IWC legal review is required. The importance of contracts and the need for IWC Legal review will be highlighted in the training provided to staff and ongoing Communities of Practice. Responsible Officer: Peter Livanes, Director Corporate Timing: April 2022

Scope Section	Issue Ref	Issue Name	Risk Rating	Issue Detail	Management Response
				A lack of documentation around contract preparation and review processes may result in third party management risks not being identified, escalated and resolved in a timely manner. We note that IWC will be addressing this finding through the development of a matrix that articulates the factors that will necessitate a contract being prepared and a review being performed by the IWC Legal team. The matrix will be included in the IWC's project management framework.	
Assurance Activities	2.5.1	Absence of key project milestones	Low	There was no mechanism in place, such as stage gates, to verify that key milestones were achieved prior to moving to the next phase of work during the DFB refurbishment project. Whilst management indicated that stage gates were not used on the DFB refurbishment project as the project was considered small from a cost and complexity perspective; without stage gates, this heightens the risks of project delays, cost variations, resource constraints, and other project management risks.	<p>IWC's adopted project management methodology is Prince2 which utilises a Stage-Gate model for controlling projects. Staff will be training in the methodology and senior members responsible for Project Sponsorship will be trained in the discipline of stage-gate review protocols to ensure completion of key activities as part of effective project governance.</p> <p>Responsible Officer: Peter Livanes, Director Corporate</p> <p>Timing: May 2022</p>

1.7 Overall Management Comment

The Dawn Fraser Baths project faced certain challenges. The project had a significant change in scope from a maintenance project to an effective rebuild without sufficient time to allow for preliminary investigations, including latent conditions, to be undertaken. In taking that decision to proceed with the project, Council acknowledged and accepted those risks. Council went through several restructures during the life of the project, which resulted in a lack of continuity of staff and management oversight of the project. The capacity of the organisation and resources were stretched as there were several other major projects underway at the same time, including Ashfield Aquatic Centre.

The comments and recommendations of EY are welcomed. Inner West Council is going through an improvement in our project management practice including governance. This includes the development and adoption of a formal Project Management Framework. Council is about to roll out training of the Project Management Framework to staff to ensure all project managers understand their roles and responsibilities and that there is consistency and best practice processes in how we manage projects at the Inner West Council.

Cathy Edwards-Davis - Director, Infrastructure

Item No: C0322(1) Item 8

Subject: COUNCIL'S RESPONSE TO COVID-19 AND THE OMICRON WAVE

Prepared By: Peter Livanes - Director Corporate

Authorised By: Peter Gainsford - General Manager

RECOMMENDATION

That Council receive and note the report.

BACKGROUND

At the Ordinary Council meeting on 8 February 2022, Council resolved to:

1. *Receive a report to the March Ordinary meeting outlining the range of actions Council is taking to support local residents, staff, organisations and businesses through the pandemic and proposing any additional actions Council can take now to assist in the crisis and recovery phases; and*
2. *Continue to advise councillors on daily Inner West COVID numbers (positive cases, vaccination rates) and changes to the health order.*

DISCUSSION

Council is aware of the hardship faced by many in our community in dealing with the COVID-19 pandemic. To assist members of our community (property owners, renters or others) that need support of all kinds, Council has partnered with ten (10) local community organisations and leveraged their existing networks and capacity to support those in need. This has been achieved through the allocation of \$250,000 endorsed by Council resolution on 14 September 2021.

Further to the allocation of these funds, Council provided another \$50,000 and \$25,000 to Addison Road Food Pantry and Bill Crews Exodus Foundation to support the increased demand for food security for families in the Inner West. This approach was intended to enable support to be provided expeditiously to those who need it most.

A range of other support measures have been in place to assist our community.

These include:

A rate relief program which remains in place. The program allows approved applicants to defer their rates payment up to 12 months with no interest charged. Council continues to receive applications from both residential and business and to date has resulted in:

- 43 residential rates applications that were approved; 50 have been signed and returned totaling \$68k in deferred residential rates payment
- 81 business rates applications that were approved, to date 71 applications have been signed and returned totaling \$374k in deferred business rates payment.
- The deferral program remains open to applicants.

Council has establishing a dedicated COVID19 page on Council's website with all relevant information to keep our community informed including:

- the latest Health advice including Public Health Orders
- links for Government support including financial support.

Council has been working with tenants in Council owned properties ensuring no tenants will be evicted and working with tenants depending on their circumstances

Council has established a list of food businesses that are open for takeaway or delivery, and a social media campaign encouraging residents to support their local restaurants and cafes

Council's parking officers have prioritised public safety over other enforcement activity during the lockdown period.

Main street parking meters in Leichhardt, Rozelle and Balmain shopping strips were turned off after 7pm to help the night time economy.

Council abolished outdoor dining fees, saving local businesses \$1.5 million over three years.

Council held public meetings to inform our community with officials from Health and Police providing links to relevant community groups and support organisations to support vulnerable people during this time

Council created a support page for the local arts and cultural sector, which lists relevant grants, information and resources, including mental health support.

Council provided additional lighting hours to our parks and sportsfields to extend the hours available for exercise.

Council provided Summer Hill Depot as a testing site to NSW Health to assist members of our community to seek COVID-19 testing. NSW Health has now advised that the site was vacated on Monday 28 February.

Council has created and implemented an Outdoor Dining and Live Music Performance Program. The program is multi-faceted, designed to support hospitality businesses and local artists. To support local business no charge was associated with the outdoor dining permits, and an expedited process was developed to ensure that permits could be issued within a week if simple and no more than two weeks when more complex. A small grant and permit process was also developed for live performances.

From 4 October 2021 until the end of February 2022, the following outdoor dining permits were issued:

- 48 new footpath licences
- 12 new roadway uses
- 50 renewals.

Artwork from Leichardt based Boomali's Aboriginal artists was sourced to decorate the concrete barriers used for the successful roadway applications, as well as to support the artists.

Twenty-five (25) live music performance grant applications were received to support local performers and businesses. Live music performance grants remain open for businesses who wish to make an application to support local performances and enhance the vibrancy of their premises and precincts.

Incident Management Team

Council has convened an Incident Management Team (IMT) comprised of staff and aligned to the Australasian Inter-Service Incident Management System (AIIMS). The team meets weekly to understand the evolving situation, take stock of public health orders and any changes,

impacts to staff and the delivery of services to our community and communicates regularly to staff and Councillors.

As public health orders and restrictions continue to decline, it is crucial that recovery plans, activation and investment continue to focus on local areas not limited to those that were defined as 'areas of concern' or focus solely on the central business district (CBD).

Council could advocate strongly for support from the State Government to support Inner West residents and business to rejuvenate town centres and main streets and enliven the Inner West local government area.

Council staff are also preparing a rescheduled events program for the 2022/23 financial year to support the economic recovery.

FINANCIAL IMPLICATIONS

As reported in Council's Second Quarterly Budget Review Statement, Council has experienced a \$8.25m reduction in total income (year-to-date) offset by \$8.1m of savings resulting from COVID-19 related impact of \$164k losses.

ATTACHMENTS

Nil.

Item No: C0322(1) Item 9

Subject: SIX MONTHLY PROGRESS REPORT

Prepared By: Prue Foreman - Communications and Engagement Manager

Authorised By: Ruth Callaghan - Director Community

RECOMMENDATION

That Council receive and note the report.

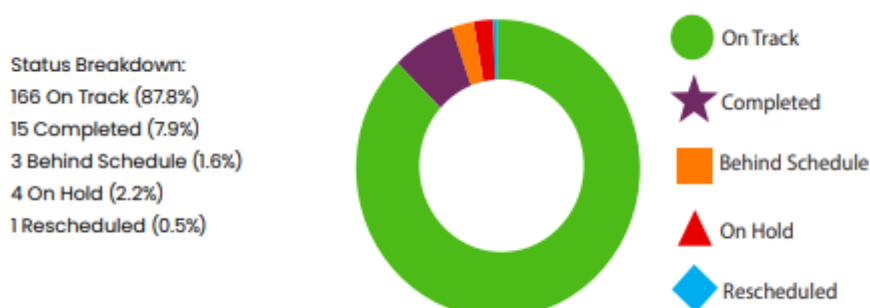
DISCUSSION

Council's commitment to delivering on the community's vision for the Inner West is outlined in the key plan: *Combined Delivery Program 2018-22 and Operational Plan 2021-22*.

The attached report details progress against the plan during the period July–December 2021.

Of the 189 actions in the plan, 95.7% are completed or on track. The remaining 4.3% are behind schedule, on hold or rescheduled. The report contains detailed commentary for each action under the service responsible for delivery.

Actions status



Highlights over the six months include:

- Significant support for community during the COVID-19 pandemic
- Major infrastructure improvements - Dawn Fraser Baths heritage restoration, Alex Trevallion Plaza upgrade, Balmain Telstra Exchange new plaza and Henson Park upgrade
- Community advocacy campaigns – Callan Park, Western Harbour Tunnel, Tempe and St Peters Bunnings traffic, and Haberfield army land
- Community project grants - Seventy-nine local projects received over \$440,000 in Council grant funding
- New public art - Parramatta Road urban amenity program and Perfect Match
- Awards – won the prestigious Leo Kelly OAM Arts and Culture Award for the Gadigal Wangal Wayfinding Project, finalist in the world Public Library of the Year for Marrickville Library, and our Community Refugee Welcome Centre won the inaugural 2021 Salvos Multicultural Welcome Project Award
- New Council elected

Key statistics

The report also contains key statistics for the period July–December 2021, set out under the five strategic directions of the Community Strategic Plan *Our Inner West 2036*.

Council is undertaking a comprehensive review of performance measures for the 2022-2026 Delivery Program.

FINANCIAL IMPLICATIONS

Financial implications for the six month period July-December 2021 are outlined and addressed through Quarterly Budget Review Statement reports, prepared by the Finance team.

ATTACHMENTS

1.   Six Monthly Report - July to December 2021



Inner West Council
Six Monthly Report
July – December 2021



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Item 9

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In December, the Local Government Elections delivered a new Council, Mayor and Deputy Mayor. Inner West Councillors (left to right): Clr Da Cruz, Clr Shetty, Clr Lockie, Clr Drury, Clr Scott, Deputy Mayor D'Arienzo, Clr Smith, Mayor Byrne, Clr Griffiths, Clr Langford, Clr Stamolis, Clr Atkins, Clr Howard, Clr Stephens and Clr Tsardoulis

Attachment 1

3 Inner West Council Six Monthly Report July – December 2021

Message from the General Manager

In June 2020, Inner West Council adopted its combined Delivery Program and Operational Plan 2021-22 which specifies the actions Council will take to deliver on community aspirations outlined in the community strategic plan, Our Inner West 2036. I'm proud to bring you this six-monthly report of our progress and achievements.



It's been a highly productive and very busy six months for Council, as we concentrate on continuing to deliver and improve services for the Inner West community. I'm pleased to report that 95.7% of the 188 actions in the Operational Plan 2021-22 are on track or complete. Please see page 5 for details.

We implemented our responsible Budget, with a continued focus on delivering services, stimulating the local economy, upgrading local infrastructure and greening the Inner West.

We delivered a range of measures to support the community through COVID-19, especially our most vulnerable members. We allocated \$250,000 to 10 local organisations who provided direct assistance, introduced a rate relief program and deactivated main street parking meters to support businesses and encourage the local community to shop and dine locally. We implemented a 'Get vaccinated' campaign, held community meetings, made our venues and community bus available to health services, and deployed staff to support community organisations.

Council has also provided additional free outdoor dining spaces and live performance financial grants. The financial impact due to Covid was \$8.25 million which was offset by \$8.1 million in savings.

Other highlights from the period include:

- Major infrastructure improvements – Dawn Fraser Baths heritage restoration, Alex Trevallion Plaza upgrade, Balmain Telstra Exchange new plaza and Henson Park upgrade
- Community forums – Callan Park, Western Harbour Tunnel, Tempe, and Haberfield army land
- Community project grants – Seventy-nine local projects received over \$440,000 in Council grant funding
- New public art – Parramatta Road urban amenity program and Perfect Match
- Awards – won the prestigious Leo Kelly OAM Arts and Culture Award for the Gadigal Wangal Wayfinding Project, finalist in the world Public Library of the Year for Marrickville Library, and our Community Refugee Welcome Centre won the inaugural 2021 Salvos Multicultural Welcome Project Award

In December, the Inner West community elected new councillors, and a new Mayor and Deputy Mayor were sworn in. I thank the outgoing Councillors for their hard work and dedication over the previous four years.

I would also like to thank our staff for their resilience and hard work in delivering Council's services over the period July – December 2021.

Peter Gainsford

General Manager, Inner West Council

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Integrated Planning and Reporting

Under the NSW Local Government Act 1993, councils are required to develop a hierarchy of plans known as the Integrated Planning and Reporting (IPR) Framework. This framework assists councils in delivering their community's vision through long, medium and short term plans.

The Inner West Community Strategic Plan (CSP), *Our Inner West 2036*, identifies the community's vision for the future, long-term outcomes, and strategies to get there and how Council will measure progress.

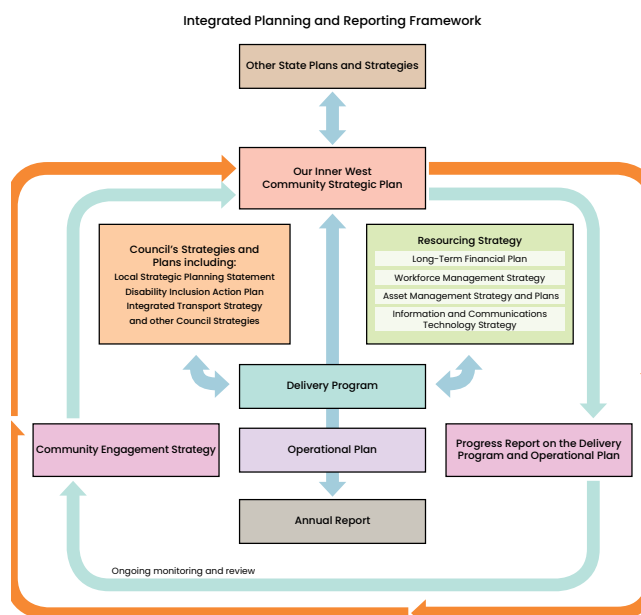
The CSP has five strategic directions:

1. An ecologically sustainable Inner West
2. Unique, liveable, networked neighbourhoods
3. Creative communities and a strong economy
4. Caring, happy, healthy communities
5. Progressive local leadership

The Delivery Program is a four year plan which outlines Council's commitment to achieving the outcomes and strategies of the CSP. It sets out the initiatives that Council will undertake during its term of office. The one year Operational Plan sits within the Delivery Program and contains detailed actions.

These plans are supported by the Resourcing Strategy which consists of four key components:

- Long Term Financial Plan
- Asset Management Strategy and Plans
- Information and Communications Technology Strategy
- Workforce Management Strategy



Attachment 1

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Measuring Progress – Summary

The six monthly report outlines progress against the 188 actions in the Operational Plan 2021-2022.

As of 31 December 2021:

- 95.7% of actions 'Completed' or 'On Track'
- 4.3% of actions 'Behind schedule', 'On Hold' or 'Rescheduled'

Status Breakdown:

163 On Track (86.8%)

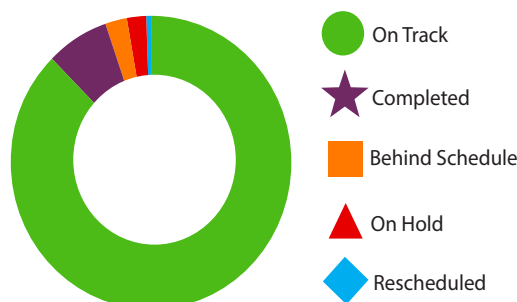
17 Completed (9%)

3 Behind Schedule (1.5%)

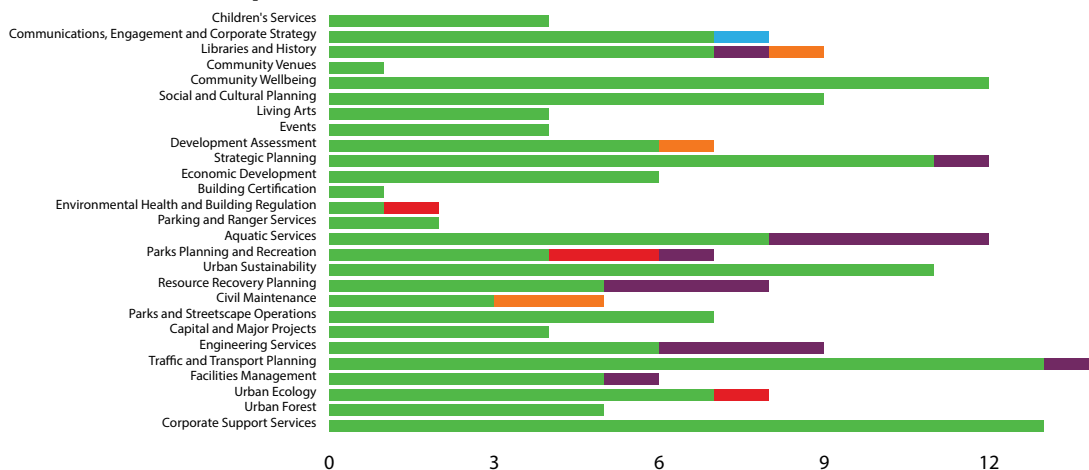
4 On Hold (2.2%)

1 Rescheduled (0.5%)

Status of actions



Status of actions by Service



Attachment 1

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Progress by service

The following section contains detailed commentary for each action's progress and a traffic light symbol which shows status. The actions are listed by the Council service responsible for delivery.

Children's Services

Action	Comment	Traffic Light
Implement and align recommendations from the Inner West Council Occasional Care review with a transition to the NSW Government's Pathways Program	Occasional Care Service has transitioned to the Pathways Program. The harmonisation of wages and conditions for Early Childhood Teachers, Diploma and Certificate Three have been negotiated and implementation of recommendations continues.	●
Provide Early and Middle Childhood services in Inner West	Early and Middle Childhood Services were provided to 2,803 enrolled children and 2,395 families.	●
Implement relevant and agreed recommendations from the Children's Services Review	Harmonisation of position descriptions and salary structures agreed by the Joint Consultative Committee is underway. Work on strategic issues including fee structures, educational leadership and marketing has commenced.	●
Opening / relocation of the Globe Wilkins Pre-School Service	Building infrastructure complete. Landscaping and internal fitout progressing. Community Directorate staff working closely with Department of Education and School Principal to ensure timely regulatory approval and opening of new preschool building Term 2, 2022. Regular updates to be provided by preschool Director to families and parent community.	●

Communications, Engagement and Corporate Strategy

Action	Comment	Traffic Light
Establish a Digital Asset Management System for Council's photography and videography assets	This has been rescheduled to a future year to align with the Information and Communications Technology Strategy.	◆
Support the marketing of Inner West as a tourism destination and creative hub	Due to lockdown in Greater Sydney during this period, marketing and promotions for Inner West tourism was limited pending lockdown restrictions easing.	●
Develop innovative methodologies to involve the community in decision-making processes	Online meetings were held to facilitate engagement through Covid-19 lockdowns and engagement applications Mentimeter, Jam Board, Slido and Teams Forms were trialled. Video capacity was expanded including a trial for strategy exhibitions with increasing views; and an inclusive engagement guide was developed to support staff. Work progressed on Aboriginal and Torres Strait Islander Engagement Practice Guide.	●
Ongoing monitoring and review of the Local Democracy Group program	Local Democracy Groups enhancements included new access and inclusion information for recruitment. A GreenWay Steering committee workshop was held to develop terms of reference and incorporate the committee into the Local Democracy Group system.	●

★ Completed ● On track ■ Behind schedule ▲ On hold ◆ Rescheduled

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Action	Comment	Traffic Light
Develop and implement a performance monitoring system for four year Delivery Program reporting	The TechOne Performance Planning module was developed and had a soft go live with data imported in July and reporting for six monthly reporting commencing through the system.	●
Review the CSP and develop the new suite of Integrated Planning and Reporting (IP&R) documents – Delivery Program, Operational Plan and Resourcing Strategy	Community and Local Democracy group engagement was undertaken in November and December. An IP&R steering group and working group were established to oversee project delivery.	●
Review online engagement platform Your Say Inner West	Review scoped for implementation in next six months.	●
Develop IWC's video production function	Capacity for video production has increased with the recruitment of a specialised external communications resource, examples include the budget explainer video and the Dawn Fraser Baths video.	●



Council allocated \$250,000 to 10 local organisations to provide direct assistance during the COVID crisis. This was in addition to the \$250,000 Council provided last year to partner organisations such as Addison Road Community Centre, Asylum Seekers Centre, Exodus Foundation, Headspace Ashfield and various community centres

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Libraries and History

Action	Comment	Traffic Light
Support the development of an Inner West Council Library and History Strategy	A Library and History action plan was developed following community consultation. This guides the operational plan of the service.	★
Develop a comprehensive history of the Inner West	<ul style="list-style-type: none"> The compilation of a comprehensive history of the 100th Anniversary of Ferncourt Public School 1922-2022 with the book launching in March 2022 at Marrickville Pavilion. The 100 Project which is a website that celebrates the lives and stories of Australia's 100-year-olds The Inner West Icons podcast which is the history of 16 Inner West suburbs and community stories of 12 local icons hosted by a historian, with each episode presenting history in an engaging, intimate way through expert interviews, oral histories, community stories, sound effects and music. Vicars Woollen Mills: 1893 – 1976 was the largest mill in Australia, now Metro Shopping Centre. The project draws on the original records, including maps and photographs of the Vicars family and other records eg former Marrickville Council. A Brief History of Balmain Hospital to mark the 135th anniversary. 	●
Plan and deliver with capital projects a refurbished Balmain Library	Preliminary planning has commenced.	●
Review and assess Library signage needs and begin implementation across the Inner West	Estimate that Leichhardt collection signage be addressed 2021-22. Estimate that Balmain collection signage be addressed in 2022-23 financial year.	●
Support history research by the community through provision of face-to-face history services for the community	The Community History team averaged 45-100 enquiries per week prior to the COVID-19 lockdown. During lockdown the team responded to 320 history enquiries and requests for research support material. A History week 2021 program was delivered exploring From The Ground Up and ten further events delivered including online podcasts and exhibitions, live talks, webinars and a book launch with a total of 3300 views.	●
Digitise and build on existing Inner West history collections	In August 2021, Council completed the large project of mould remediation of 2,000 Council archives material including Ashfield and Marrickville Rate books, Council minutes and valuation books. As an outcome of this project the digitisation of the Marrickville Valuation books will progress. 645 valuation books have been treated and stored at Petersham Town Hall ready for digitisation.	●
Investigate feasibility of creating an Inner West History Centre and relocation of history services	A trial took place at St Peters Library but was constrained by space and location. Further investigations are underway.	●

Community Venues

Action	Comment	Traffic Light
Develop and implement the Inner West Council Venues and Facilities Marketing Strategy	Initial engagement with stakeholders completed and opportunities have been identified to increase interest and usage of community venues. Website venue pages have been reviewed and reorganised to make customer navigation easier. Opportunities for advertising on third party websites is being investigated, as well as increasing use of social media campaigns to targeted demographics.	●

★ Completed ● On track ■ Behind schedule ▲ On hold ◆ Rescheduled

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Community Wellbeing

Action	Comment	Traffic Light
Support the development of an Inner West LGBTIQ Strategy	The LGBTIQ Working Group welcomed a new Chair and new members and the group recommenced a focus on action plan items, consulting with Council departments on community needs, World Pride 2023, Pride Centre and Diversity Days.	●
Implement the Inner West Homelessness Policy	Inner West Homelessness Assertive Outreach Collaboration conducted three regular monthly patrols as well as additional Covid-19 related patrols to assist rough sleepers access accommodation. Six people sleeping rough were engaged with through these patrols and offered assistance with accommodation and other support services.	●
Plan for a Pride Centre to be located in Newtown Town Hall	Assets holds budgets for Town Hall upgrade/remediation works, Pride Centre to be standing item on Project Reference Group and Community Wellbeing Team to lead on community consultation to refine parameters for Pride Centre and community expectations ahead of EOI.	●
COVID-19 Community Resilience recovery	Meetings/feedback from local community organisations and networks to ensure appropriate operational responses and policy development took place this period.	●
The refurbishment and relocation of the Newtown Neighbourhood Centre to the former Tom Foster Community Centre	Newtown Neighbourhood Centre will be accommodated at Tom Foster Community Centre, relocation end 2022.	●
Continually monitor, improve promote the Refugee Welcome Centre to the community and key partners	Due to Covid-19, the Refugee Centre work went online and included: <ul style="list-style-type: none"> a review of the CRWC Strategic Plan in consultation with refugee community on vision, aims and operation work with TAFE to provide support and planning for refugee community to provide online workshops the My Plate Your Plate project in October 2021 updates to the website to assist with the centres profile and accessibility partnerships have been expanded with the House of Welcome and Asylum Seeker centre joining the reference group the centre was acknowledged and recognised by being awarded the inaugural Salvos Multicultural Welcome Award for 2021 	●
Lead prevention of family and domestic violence in Inner West	The Inner West Domestic Violence Committee distributed a resource in the form of a z-card to the community. The committee organised a successful event as part of the 16 days of activism. The walk which crossed over from the City of Canada Bay Council to Inner West Council involved over 50 participants from Police, Council and community. A collective group of agencies have successfully delivered a series of workshops to high schools on respectful relationship education in November, including a parent seminar, a youth workshop and a targeted workshop to teachers attracting over 200 participants. Staff participated in a pilot equity training seminar as part of actions arising from the Gender Equity Strategy.	●
Gender Equity Strategy – develop indicators /measurements and implement action plan	Implementation of the Gender Equity Action plan is underway.	●
Magic Yellow Bus – Develop and implement transition to Children's Services team	Planning took place for an internal realignment to Children's Services.	●

★ Completed ● On track ■ Behind schedule ▲ On hold ◆ Rescheduled

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Action	Comment	Traffic Light
Adopt and implement draft Healthy Ageing Strategy	The Healthy Ageing Strategy and Action plan have been developed and will be considered by Council.	●
Develop Reconciliation Action Plan	Under development and to be considered by Council following submission of Draft to Reconciliation Australia.	●
Embed Aboriginal First Nations focus areas, including Closing the Gap, Uluru Statement from the Heart, Makarrata, First Nations Gender Justice	First Nations focus areas will be developed following the Reconciliation Action Plan process.	●

Social and Cultural Planning

Action	Comment	Traffic Light
Support the creative communities through innovative cultural planning and the delivery of art and culture in public spaces	An Art in Public Places Policy is being developed and a Cultural Strategy and action plan has been prepared for consideration by Council.	●
Develop and implement the Major Partners Program Policy	The Grants and Fee Scale Policy underpins Council's financial support through this program with the community benefits of the program to be evaluated in 2022/23.	●



Council's Community Refugee Welcome Centre won the inaugural 2021 Salvos Multicultural Welcome Project Award. Pictured is Centre Coordinator Moones Mansoubi (right) with Settlement Services International's Naushin Rahman

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Action	Comment	Traffic Light
Develop the Inner West strategies and action plans that promote wellbeing, inclusion and creativity	The Healthy Ageing Strategy exhibition concluded, following engagement that included a letter box drop to 80,000 households. The Healthy Ageing Strategy and action plan have been developed and will be considered by Council.	●
Implement, monitor and review the Inner West Council's Inclusion Action Plan for people with a disability 2017– 2021, and 2021–2025	The Inclusion Action Plan is being developed.	●
Develop and implement an Aboriginal Belonging or Reconciliation Strategy	A draft Reconciliation Action Plan has been developed.	●
Develop and implement Council's Childsafe Framework	Childsafe Framework will be a 2022 focus including implementation of Risk Management tools across Council as well as policy development in relation to Office of Children's Guardian Standards in Council's operational practice.	●
Review Council's Artists in Residence Program	Review to consider appropriate lease arrangements for properties as well as artistic objectives for Council.	●
Review the annual Major Partners funding program	Review to consider changing community need arising from Covid as well as strategic objectives of funding program.	●
Adopt and implement Draft Healthy Ageing Strategy and Draft Cultural Strategy	The Draft Healthy Ageing Strategy and Action plan and Draft Cultural Strategy and Action Plan have been developed and will be considered by Council.	●

Living Arts

Action	Comment	Traffic Light
Develop Performing Art Survival Guide for emerging local performers	Parameters of project to be scoped.	●
Support the creative communities through proactive partnerships that deliver arts and cultural opportunities for Inner West residents	Completion of 15 new artworks in partnership with Marrickville Metro, Telstar Incinerator and the five Gadigal Wangal artworks. Progress on three new works for Parramatta Rd with the Department of Planning, Industry and Environment and stage two commissions for 13 new artworks along the GreenWay. Completion of three major Perfect Match works with Transurban and another six works in progress with communities and businesses. Planning for EDGE events in 2022 is underway, pending Covid-19 restrictions.	●
Consolidate existing creative spaces program in partnership with Properties team and the private sector to meet increasing demand for affordable production and performance rehearsal spaces	Working Group to be established with Properties Team.	●
Pilot Expression of Interest process to increase culturally and linguistically diverse cultural projects and programs	Parameters of project to be scoped.	●

★ Completed ● On track ■ Behind schedule ▲ On hold ◆ Rescheduled

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Events

Action	Comment	Traffic Light
Conduct a Strategic Review of the Major Community Events Program to support a high quality program that encourages community participation	A review of Council events is underway.	●
Scope and activate a Pride Centre	Council is currently undertaking further investigation with a briefing will be provided to the new Council to determine the future scope.	●
Events Program	Inner West Fest program to be delivered by April 22.	●
Delivery of Inner West Fest event activation model in response to Covid-19 impacts	Planning underway and Inner West Fest commences 25 February.	●

Development Assessment

Action	Comment	Traffic Light
Improve Development Application processing times	The average processing times generally remain consistent with the average processing times achieved in FY 2020/2021. The median processing times has increased. This is due to a 17% increase in lodgements and as well as a number of vacant positions.	■
Review, update and improve education materials, website information, application forms and guidelines	Website content is continuously reviewed to identify areas for improvement with regard to Development Applications and associated. Recent updates include upgrades to Council's Application Tracking System to view legacy applications and Council's existing heritage information guides are also being reviewed to identify opportunities for improvement.	●
Increase provision of pre-lodgement planning and heritage advice by Council staff	The lodgement of Pre-DA applications remains static. This service will be reviewed to identify opportunities for improvement including the types of advice provided, timing and will include discussions with key stakeholders.	●
Management of the Architectural Excellence Design Review Panel	The Architectural Excellence & Design Review Panel (AEDRP) provides on-going advice as part of Development Applications and associated under assessment by the Development Assessment unit. Management of the panel entails the coordination of meeting dates, panel members, agendas and minutes to ensure quality advice that adds value is provided with minimal impacts on the time frames for the assessment of applications. Meeting frequency and duration were recently altered to effectively manage an influx of applications that were referred to the panel.	●
Management of the Built Environment Awards	The Built Environment Awards is an annual event celebrating the Inner West's built heritage. The management entails co-ordination of marketing, entries, judges, awards ceremony, prizes, guest speakers with the key aim of engaging the community in the awards and the built heritage. Planning is underway for entries to open in April 2022.	●

★ Completed ● On track ■ Behind schedule ▲ On hold ◆ Rescheduled

Council won the prestigious Leo Kelly OAM Arts and Culture Award for the Gadigal Wangal Wayfinding Project, a series of five beautiful artworks that each encapsulate an element of our rich and unique Aboriginal culture



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Attachment 1

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Action	Comment	Traffic Light
Providing input into the review and preparation of Council's Planning Instruments	Assessment officers continue to contribute to workshops and provide feedback to Strategic Planning on the input and preparation of Council's Planning Instruments. Additionally, with a significant number of changes introduced by the Department of Planning, Industry and Environment, Assessment Officers have been working with other stakeholders in Council to provide feedback on the proposed changes.	●
Provide expert advice in Land and Environmental Court Appeals	Officers continue to provide assistance to legal with regard to Land and Environment Court appeals relating to Development Applications with planning and heritage and urban design experts. The involvement in appeals has been reduced given the influx of applications to Council and a number of staff vacancies. This has occurred to minimise impact on the assessment time frames of DA's and other applications lodged with Council.	●

Strategic Planning

Action	Comment	Traffic Light
Crown Land Act changes will transfer the Native Title management responsibility to Council from July 2018	Inner West Council has appointed an external Native Title Manager to manage the Native Title responsibility over Crown Land on behalf Council.	★
Prepare an Inner West Local Environmental Plan (LEP) and Development Control Plan (DCP)	The Local Environment Plan (LEP) program has been divided into a number of phases. LEP (Phase 1) is a housekeeping amendment that was adopted in June 2020. LEP (Phase 2) has been separated into three projects and will contain more substantive changes such as up-lifting areas around new infrastructure projects such as South-West Metro and Parramatta Road Corridor and is anticipated to be finalised in October 2022 (LEP phase 2A – Parramatta Road Corridor), December 2022 (LEP Phase 2B – Sydenham to Bankstown and Ashfield North, LEP Phase 2C (Camperdown)). The Consolidated DCP will be developed in parallel with LEP (Phase 2), scheduled for completion in December 2022. This Action also includes related projects such as the creation of a comprehensive Contributions Plan and Public Domain Guidelines.	●
Prepare the Inner West Public Domain Study and Strategy	Project initiated in April 2020 and a Technical Working Group created that meets bimonthly. This project has been divided into two parts, the Public Domain Design Guidelines and Technical Specifications. The Public Domain Design Guide is a high-level guide focusing on defining street types, palettes, blue green grid and building frontages and is complete. This will allow the Technical Specifications to be prepared and completed in 2022.	●
Develop and implement Master Plans for the public domain	Town centre masterplans for Rozelle, King Street Newtown, Haberfield, Marrickville and Dulwich Hill town centres will commence in 2022.	●
Identify opportunities and / or lobby for additional open space in association with large development	The LEP (Phase 2) and new comprehensive Development Control Plan controls along with the new Development Contributions Plan will develop appropriate controls and funding for additional open space opportunities. These projects are on track for completion in December 2022.	●

★ Completed ● On track ■ Behind schedule ▲ On hold ◆ Rescheduled

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Action	Comment	Traffic Light
Implement the GreenWay Master Plan ensuring that it is consistent with adopted and emerging GreenWay strategies and plans	In-corridor D&C works out to tender with contractors to be engaged. High Voltage Relocation and Bay Run tenders have closed and a contractor has been engaged with works to be undertaken from February to April 2022 and the Bay Run tender has closed and a contractor has been engaged with works to be undertaken from March 2022 to Jan 2023. On-road works delayed for four months due to Covid-19 but will be completed by end of Jan 2022.	●
Affordable Housing Policy review	The Affordable Housing Policy review has been completed incorporating the Housing SEPP and revised targets. An amended draft Affordable Housing Policy will go to the Council meeting in May 2022.	●
Advocate to the State Government on development contributions reforms	Council officers prepared technical submissions to the Independent Pricing and Regulatory Tribunal (IPART) and NSW Government's exhibited reform agenda in December 2021. A Councillor Briefing note was circulated on these submissions. Council officers met with State Government representatives to advocate for the provision of an appropriate level of future local infrastructure in the Parramatta Road Corridor and Bays West Precinct, and will continue to monitor policies put forward by the State Government.	●
Advocate for night time economy initiatives	Inner West is a member of the of the Night Time Economic Committee of Council's (NTECC), a 20 member group that meets monthly to discuss and advocate for the night time economy in NSW. Council is working towards a pilot Special Entertainment Precinct on Enmore Road and waiting on DPIE's response to the Open and Creative Inner West planning proposal. Submission made on the Fun SEPP Explanation of Intended Effects.	●
Facilitate and coordinate local democracy groups related to planning	Key inputs from the Planning and Heritage Group in this period related to the review of the Community Strategic Plan, and the preparation of the comprehensive DCP, with a focus on heritage. Activities of the Housing and Affordability Advisory Committee have included submissions on: NSW Parliamentary Inquiry into the Social Housing Shortage; Housing SEPP consultation draft; Council's Draft Healthy Ageing Strategy and Action Plan. They also met with CatholicCare and St Vincent's Ashfield Social Justice Group regarding development of church land for social and affordable housing.	●
Create Council's wayfinding strategy	Council prepared a project brief and received proposals from consultants to prepare a signage and wayfinding strategy for Inner West Council. The works are expected to be completed in 2022. Strategy will develop a Council wide signage palette and proposals for wayfinding, interpretive and directional signage for the Parramatta Road Urban Amenity Improvement Program (PRUAIP) and the Bay to Cove Greenway project.	●
Create Council's Local Approvals Policy	Consultation is soon to be undertaken with local businesses, requesting their feedback on relevant provisions of the Policy such as outdoor dining, food trucks, community events, market stalls and retail displays on footpaths.	●

★ Completed ● On track ■ Behind schedule ▲ On hold ◆ Rescheduled

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Economic Development

Action	Comment	Traffic Light
Coordinate and implement the Inner West Recovery Taskforce Recommendations	Implementation is ongoing relating to the 39 recommendations identified by the Taskforce.	●
Women's Mentoring program and Women in Business	Five Women in business events have been delivered with mentoring support provided. 205 business women participated in the program.	●
Provide support for business including provision of training and workshops to businesses	Delivered 23 business educational training workshops and networking opportunities to help businesses take advantage of emerging trends and address issues. Workshops are focused on educating businesses on how to adapt to market shifts in these challenging times.	●
Investigate the feasibility of outdoor dining initiatives and use of public domain spaces for outdoor dining	Developed new interim outdoor dining guidelines for footpath and temporarily within kerbside parking spaces (public domain). The program is currently running and open for businesses to apply. Take up has been good and feedback positive.	●
Spend (Experience) Local campaign	Implemented a range of spend local campaigns. A four week media campaign focused on eat/drink/shop/discover Inner West. A six week Christmas showcase initiative was run in December for Ashfield, Summer Hill. Continued to work in partnership with business chambers to encourage local spend.	●
Manage the Urban Centres Program	Implementation of projects that are business driven continues under the Urban Centres Program.	●

Building Certification

Action	Comment	Traffic Light
Identify and develop a plan for the provision of information on the website and planning portal	Analysis of duty calls and commonly asked questions is currently being collated.	●

Environmental Health and Building Regulation

Action	Comment	Traffic Light
Conduct audit of unauthorised premises across Inner West	Complaints relating to the use of unauthorised premises continue to be undertaken taking into considerations NSW Public Health Order requirements	▲
Develop and publish a suite of information about the regulation of land use and unauthorised building, environmental health & fire safety matters	Information continues to be researched and provided, such as the information regarding Short Term Rental Accommodation.	●

★ Completed ● On track ■ Behind schedule ▲ On hold ◆ Rescheduled

17 Inner West Council Six Monthly Report July – December 2021

Parking and Ranger Services

Action	Comment	Traffic Light
Establish dog training waypoints on walkways that will provide a quick training exercise coupled with educational messages	Possible locations and routes are currently being identified.	●
Certificate 4 Training of Companion Animal Officers to allow officers to begin training programs for community	Researching of providers is in progress.	●

Aquatic Services

Action	Comment	Traffic Light
Implement the Aquatic Services Plan	Aquatic Services Plan has been implemented and transitioned to business as usual.	★
Upgrade and re-open Ashfield Aquatic Centre	The Ashfield Aquatic Centre has been fully re-opened and commenced on 17 January 2022. Ongoing programs and services are now on offer.	★
Prepare a master plan for Leichhardt Park Aquatic Centre	Master plan has been completed and adopted by Council, progressed to implementation phase.	★
Develop and implement Learn to Swim (LTS) rolling term	Completed. Rolling term has been implemented for LPAC and commenced on 17 January 2022. All Inner West Aquatic sites now operate LTS on a rolling term.	★
Implement Centre and wide Council child safety processes	Commenced. Child safety protocols include a range of site-based controls including various programs and best practise processes as well as Council wide and organisational initiatives yet to be completed.	●
Get approval for NDIS and develop and implement NDIS registered programs and services	Application for an approved NDIS service submitted.	●
Develop a schedule for open days and events across all Aquatics Facilities	Schedule is in development; specific planning has commenced for open days and events.	●
Open and relaunch the Dawn Fraser Baths including developing new program and services	Dawn Fraser Baths reopening has been completed, with new fitness programs currently on offer.	●
Commence specific planning for fees harmonisation	Fees harmonisation has commenced, proposed fees and charges for 2022/23FY have been submitted and include harmonisation activities to progressively align fees across IW Aquatic centres.	●
Integrate Fanny Durack Aquatic Centre and Annette Kellerman Aquatic Centre into aquatic services suite	Integration of FDAC and AKAC facilities is in progress.	●
Promote and implement Lifestyle membership across all Aquatic Centre	Lifestyle membership offering has been implemented for Inner West Aquatic sites.	●
Ongoing planning and implementation of Leichhardt Park Aquatic Centre masterplan	LPAC masterplan process is underway. A project control and project working group is currently developing the necessary initial plans and approach to the body of work required. Initial architectural plans and scope of works will be used to inform the design costs and other requirements.	●

★ Completed ● On track ■ Behind schedule ▲ On hold ◆ Rescheduled

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Parks Planning and Recreation

Action	Comment	Traffic Light
Prioritise playground renewal and upgrade through a long term Playground Strategy	Playground Strategy is currently on hold.	▲
Develop and facilitate a range of recreation initiatives for disadvantaged communities in conjunction with relevant program partners	This is being redeveloped as part of the Recreation Strategy to be considered by Council in 2022.	▲
Develop and implement a prioritized plan for Inner West parks Plans of Management and Master Plans	Completed and available on the Council web site.	★
Establish the Callan Park Trust	Council is continuing to advocate for the Callan Park Trust and has done so in a number of submissions in relation to legislation concerning the Greater Sydney Parklands.	●
Create Watercraft website page	Planned for completion mid 2022. Information currently exists on the websites under Parks.	●
Develop and implement Watercraft Management Policy and Protocol	Planned for completion mid-2022.	●
Child Safety – facilitate and implement Council wide program	The IWC Aquatic facilities have currently completed a review of Child safety and rolled out a range of child safety processes embedded into systems including reviewing needs in all core program areas. The final completion will take place in line with launching the Council wide child safety process.	●

Urban Sustainability

Action	Comment	Traffic Light
Seek and maintain partnerships to support adaptation to urban heat	Council's partnerships informing adaptation to urban heat have included: <ul style="list-style-type: none"> Macquarie and Western Sydney Universities through the 'Which Plant Where' project providing guidance about what species to plant in respect to a changing climate Water Sensitive Cities Cooperative Research Centre Resilient Sydney Network Cities Power Partnership via the Climate Council NSW Government's SEED database (Central Resource for Sharing and Enabling Environmental Data in NSW) NSW Government's Adapt NSW program. 	●
Pursue opportunities to drive an increase in renewable energy in the Inner West for Council and the community	Installations during this period included at Deb Little Centre in Dulwich Hill this quarter and a large solar PV system was installed at Council's St Peters Depot. An extensive digital campaign rolled out encouraging community to go solar and obtain quotes from Australian Energy Foundation and the promotion of Round Two of the Solar for Strata for residential apartments was highly successful with 45 new sites registering in the program. A 45kw solar system was installed by Wilkins Public School with Council support through Solar my School. Over the last 6 months, 22 new solar installations were completed on Inner West houses through Go Solar program, totalling 126kW.	●

★ Completed ● On track ■ Behind schedule ▲ On hold ◆ Rescheduled

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Action	Comment	Traffic Light
Establish and maintain a Green Living Centre Program	<p>The Green Living Centre program provided a number of programs including the following:</p> <ul style="list-style-type: none"> • Transitioning to an All-Electric Home webinar • Composting and Worm farming and Wild Edibles webinar • Spring talks series featured insects and native bees as well as Plastic Free July campaigns • free energy advice services and water sensitive design workshops • profiles of local groups and their environmental achievements during History Week • blog and panel discussion featuring local sustainable fashion experts on skills to avoid and reduce clothing waste • workshop demonstrating practical techniques to store, cook and save food to reduce organic waste. • A communication campaign highlighting waste-free ways to celebrate the festive season with workshops on crochet and paper crafts with reused materials <p>Additionally, the Green Living Centre engaged community members on National Recycling Week, Garage Sale Trail and Recycle Smart, as well as in citizen science campaigns for Frog ID Week, the Great Aussie Backyard Bird Count and Australian Pollinator Week.</p>	●
Develop and implement the Inner West Climate and Renewables Strategy	Climate and Renewables Strategy adopted in December 2019, and is currently being implemented.	●
Seek and maintain research and on-ground partnerships around growing food in urban areas	The Community gardens continued to be supported with practical guidance and advice. The Inner West community gardens network met online in October, with groups exchanging ways they have adapted to COVID-19 rules and restrictions. An online webinar run with Not-for-Profit Law/Justice Connect for community gardeners on running an incorporated association including practical advice on governance and legal responsibilities. 10 Inner West Community Gardens were represented across two workshops in June and July 2021. The Whites Creek Food Forest has continued to thrive and a new irrigation system now supports more efficient water use. Seven Inner West schools and community organisations established new food garden beds with the support of Environment Grants.	●
Focus efforts to drive efficiency and manage demand for energy across Council operations and reduce corporate emissions	Planning for LED lighting projects in 2022 include: Deborah Little Early Learning Centre, Enmore Road Early Learning Centre, Foster St Family Day Care, Hannaford Centre, Jimmy Little Community Centre, Stanmore Library, Tillman Park Early Learning Centre, Annette Kellerman Aquatic Centre (except for pool hall), St Peters Depot, Annette Kellerman Aquatic Centre pool hall. Consultants continued work on aquatic centres energy efficiency report. The design for the 21-22 LED lighting rollout was completed with installation to commence when fixtures can be sourced (COVID has disrupted the supply chain for lights). Energy efficiency assessments at two aquatic centres were completed.	●

★ Completed ● On track ■ Behind schedule ▲ On hold ◆ Rescheduled

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Action	Comment	Traffic Light
Update planning controls and agreements to maximise the uptake of renewable energy and installation of green infrastructure in new developments and clarify processes for existing buildings	This action is being implemented as part of the broader Development Control Plan (DCP) project managed by Strategic Planning. Council engaged a consultant to undertake a study to recommend planning controls for Low Carbon Precincts as per the Climate and Renewables Strategy and Local Strategic Planning Statement. The final study is due in March 2022. Council website was updated with clear information on planning pathways for solar in residential, commercial and industrial, including in heritage conservation areas and for heritage items during the previous annual reporting year.	●
Develop and implement an Environmental Management System addressing Council Environmental Risk and Compliance	An Environmental Management System (EMS) aligned with international standard ISO14001 is being developed and implemented. Work included updates to the EMS manual and implementation of various environmental policies and projects within the EMS.	●
Establish the Green Living Centre at the Summer Hill Depot re-use hub	Development application approved this quarter for change of use at Summer Hill Depot to establish Green Living Centre alongside Bower repair centre at Summer Hill depot.	●
Urban Sustainability programs	The Solar for Strata information session in September was attended by 61 community members. The Inner West Sustainable Schools Network held their quarterly meeting online on 9 September 2021. The meeting was well attended with 51 attendees from across 29 schools and environmental organisations. The Green Living Centre and Resource Recovery team held introductory composting webinars for staff and community members during September. The Inner West Sustainable Schools Network was hosted online in October with 17 schools and organisations attending. Participants learnt how to create spaces at school that increase biodiversity, attract pollinators and support birdlife.	●
Prepare a sustainable fleet-transition plan	Consultant appointed to prepare the corporate Sustainable Fleet Transition Plan. The consultant will advise on: <ul style="list-style-type: none"> Financials Carbon reduction Recommended technologies Timing Infrastructure Operational and staff considerations 	●

★ Completed ● On track ■ Behind schedule ▲ On hold ◆ Rescheduled



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Resource Recovery Planning

Action	Comment	Traffic Light
Develop an Inner West Zero Waste Strategy and Action Plan	Zero Waste Strategy was endorsed by Council on 3 August 2021.	★
Develop and operate a second Inner West Council Community Recycling Centre for problem wastes	The Community Recycling Centre at St Peters commenced operation in June 2019, in addition to the existing centre at Leichhardt.	★
Promote zero waste avoidance, reuse recycling and repair	The 2021 Garage Sale Trail in the Inner West Council area attracted 5,566 participants (shoppers and sellers). There were 128 total sales with an estimated 35,160kgs of items reused.	★
Increase reuse opportunities and develop a local reuse centre	Council is working with local reuse organisations The Bower and Reverse Garbage to establish a Reuse Centre at Summer Hill Depot. The project is in the planning phase with the development application approved and on-site works scheduled to commence in February 2022 when NSW Health vacate the site. The Reuse Centre is expected to be operating with the Bower in situ by the end of the financial year. An EOI for the remaining tenancy is expected to go out for interested reuse organisations in the next few weeks.	●
Provide options for residents to divert organics at home, in the community and through a kerbside service	<ul style="list-style-type: none"> Compost collective – four compost bin deliveries to group composting locations engaging 123 residents. Compost revolution – Inner West Council residents ordered subsidised 64 compost bins, 41 aerators, 136 worm farms, 187 worms, 27 hungry bins and 27 green solar cones. Food recycling service in apartments collected 398.74 tonnes food organics. 101 residents have been engaged in the champions program to work with council on improving food recovery in their building. Online compost workshop was held on 16 September engaging 30 participants 	●
Collaborate with stakeholders to support delivery of the Inner West Zero Waste Strategy and Action Plan	The Zero Waste Strategy engagement was inclusive and resulted in 40 community submissions and adjustments to two of the targets within the strategy, prior to endorsement by Council on 3 August 2021. Implementation of the strategy is underway. Council will continue to work with stakeholders on implementing the strategy such as it's work with other councils and Southern Sydney Regional Organisation of Councils to enable extensive food recycling in the region.	●
Undertake operational Service Reviews	Operational service reviews were completed for recycling, organics and clean-up and service changes implemented as a result.	●
Development of a community Reuse Centre at Summer Hill depot incorporating Reverse Garbage and The Bower	DA for Summer Hill Resource Recovery Hub approved in December 2021. Tenants include Green Living Centre and the Bower. Final tenants to be subject to EOI process, currently being developed.	●

★ Completed ● On track ■ Behind schedule ▲ On hold ◆ Rescheduled

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Civil Maintenance

Action	Comment	Traffic Light
Renew and upgrade footpaths	Procurement in progress for capital program at 9 locations (\$1.3m) with anticipated contract award in Quarter Three. Scoping for additional funded locations (\$1.2m) in progress; however, procurement delays may delay the delivery.	Behind schedule
Renew and upgrade roadside furniture	The parking meter upgrade procurement is in progress. Council approval of tender and contract award planned for early 2022. Installation to follow four month lead time for equipment. Completion date to be reviewed with tender evaluation.	Behind schedule
Renew local and regional roads	Funded Regional Roads projects at Balmain Road and Moore Street, Leichhardt are completed. Crystal Street work in progress and nearing completion. Priority local road projects (grant-funded) are now underway in ten areas. Work is now underway on 67 local road projects (Capital Work).	On track
Civil Maintenance programs	Quarterly/Biannual Service of Gross Pollutant Traps under Southern Sydney Regional Organisation of Councils Contract Schedule – first service completed September 2021. Quarterly audit and service of White Way Lighting – first quarter audit and service completed.	On track
Facilitate the implementation of field devices amongst the operational teams for scheduled and reactive maintenance works orders	All teams with field devices. Under development. Anticipating implementation of defects reporting system by 4th Quarter.	On track

Parks and Streetscapes Operations

Action	Comment	Traffic Light
Renew and upgrade seawalls in line with the Seawalls and Wharves capital program	Dobroyd Parade seawall construction works are completed. Project coordinated with Greenway delivery. Balmain Rowing Club foreshore access – Project delivered by club, funded by Council. Review of scope changes proposed by club in progress, including compliance with Development Application and funding agreement. Engineering Services (Parks Assets) delivering seawall valuations.	On track
Prioritise shade sail renewal and upgrade through a Shade Sail Strategy	Shade sail projects in 2021-2022 include the Ashfield Aquatic Centre (planning in progress) and Leichhardt Park Children's Centre shade sail upgrades (procurement and modified Development Application in progress).	On track
Enhance streetscapes and town centres	The artwork installation for Foxs Lane, Ashfield Town Centre is scheduled for completion early 2022. The Marrickville Road (East) cycleway and streetscape upgrade is being designed, with construction scheduled to commence in 2022-2023. The Dulwich Hill Station Precinct Public Domain Improvements have been largely designed and public engagement is complete. The construction works will go to tender once approval is received from Transport for NSW for the traffic signal designs.	On track

★ Completed ● On track ■ Behind schedule ▲ On hold ◆ Rescheduled

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Action	Comment	Traffic Light
Renew and upgrade parks in line with the Parks Capital Works Program	<p>Works in progress:</p> <ul style="list-style-type: none"> • Tempe Reserve sportsfield upgrade, completion scheduled for April • Parks Footpath renewal program works in progress. 6 of 20 parks completed. • Henson Park Upgrade completed. Additional subsurface drainage scheduled for October 2022. • Pioneers Memorial Park Leichhardt playground schedule for completion January • Gladstone Park and Algie Park playground upgrade schedule for completion end of March • Birchgrove Park fencing schedule for completion January. • Elliot Park lighting upgrade contract awarded. Works to commence early 2022. <p>Procurement in progress:</p> <ul style="list-style-type: none"> • Hammond Park fencing upgrade • Darrel Jackson Gardens upgrade. <p>Design in progress:</p> <ul style="list-style-type: none"> • Cahill Street playground and public domain upgrade design procurement in progress • Yeo Park Upgrade <p>Scoping and planning in progress for design in 2022-2023:</p> <ul style="list-style-type: none"> • Hoskins Park Upgrade • Mackey Park Upgrade • Simpson Park Lighting Upgrade • Ferris Lane Green Space • Kendrick Park Playground Upgrade • Rowe Playground • John Paton Reserve Playground • Lion St Playground Upgrade • Rose St Playground Upgrade • Mort Bay Park Playground Upgrade • King George Park Playground Upgrade • North St Playground Upgrade 	●
Continue LED street lighting accelerated replacement program	Program 99% complete with a few outstanding items to be completed in 2022.	●
Expand current Council staff verge mowing service to the former Ashfield council area of the Inner West LGA.	External consultant engaged to develop extended service levels of delivery.	●
Embed the IWC Project Management Framework into the Capital Works team	Project Management Framework roll out to commence with staff training in April 2022.	●

Capital and Major Projects

Action	Comment	Traffic Light
Establish Lewis Herman Reserve, Ashfield	Grant funding received under NSW Public Spaces Legacy program. Design consultancy contract awarded. Project to include updated Masterplan and finalisation of Plan of Management prior to works. Community engagement for Lewis Herman Reserve and Cahill Street has been complete and the engagement outcomes report is currently being review by IWC. Concept design is due to begin in the new calendar year.	●

★ Completed ● On track ■ Behind schedule ▲ On hold ◆ Rescheduled

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Action	Comment	Traffic Light
Upgrade King George Park Rozelle	Sports field, car park and playground upgrade resolved by Council 13 April 2021. Sports field upgrade civil design procurement in progress. Sports field lighting design has commenced. Design to be completed 2021-2022 with sportsfield improvements complete March 2023 for 2023 winter sports season and other improvements completed June 2023. Playground and car park planning in progress.	●
Upgrade Johnson Park, Marrickville	Dulwich Hill Parklands Plan of Management endorsed by Council and awaiting Crown Lands approval. Design and construct procurement for Johnson Park improvements in progress as part of Greenway southern links project delivery.	●
Completion of Stronger Communities funded projects	Final outstanding project status: Booth Street bridge on track for completion in Q4 2021-2022 with completion delayed due to latent site conditions and Covid. Greenway works on track for completion to agreed revised schedule 2023.	●

Engineering Services

Action	Comment	Traffic Light
Undertake a substantial review of the backlog calculation methodology for 2020/21 Special Schedule 7.	Review completed and SS7 finalised.	★
Procure and undertake bridge condition survey	Survey underway, to be completed 4th Quarter.	★
Undertake road asset audit and condition survey for the entire LGA	The road asset audit was completed.	★
Provide, renew and upgrade stormwater infrastructure	Projects commenced in some locations Remaining projects in procurement phase.	●
Implement Asset Management Improvement Program	The datasets and spatial layers for the asset condition survey are due to be delivered by the end of January 2022. The Level 2 Bridges visual condition audit will commence in February 2022.	●
Audit and update park and foreshore asset data	New contracts for playground asset inspections and maintenance to commence in 3rd Quarter	●
Implement an Asset Defect Reporting system	Asset Defect Reporting system has been set up and will be commissioned in Q4.	●
Develop the scheduled works orders within One Council	Operations teams are preparing schedules for review and input into One Council and to facilitate the rollout to the relevant operational teams	●
Preparation of Engineering Code for development engineering	Draft document under review, with completion to be aligned with adoption of IWC DCP.	●

★ Completed ● On track ■ Behind schedule ▲ On hold ◆ Rescheduled

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Traffic and Transport Planning

Action	Comment	Traffic Light
Traffic and Transport Needs Study	Preparation of the Traffic and Transport Needs Study is completed.	★
Provide, renew and upgrade traffic and pedestrian safety facilities	Designs and Local Traffic Committee approvals in progress for 2021-2022 program at multiple locations. Unwins Bridge Road crossing near Tillman Park awaiting Transport for NSW signal design approvals. Construction planned for Quarter Three pending approvals. Warren Road one way treatment civil and traffic signal contracts awarded and works commenced December. Wet weather and final signals design approvals have delayed progress. Raised pedestrian crossing works in Toothill Street, Lewisham are progress and procurement for the raised pedestrian crossing in Bland Street is in progress.	●



The magnificently refurbished Dawn Fraser Baths reopened in September. Council sought and was granted a public health order specifically allowing the historic harbourside pool to reopen during the lockdown

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Action	Comment	Traffic Light
Develop and implement programs to promote road safety	The child restraint program operating bi-monthly as a home mobile fitting service was promoted and fully booked for 6 October and 1 December, with 59 vouchers issued to residents, enabling 74 car seats to be safely installed and correctly fitted, keeping our younger residents safe and secured in their car seats. Pedestrians were reminded to walk safely over the holiday season with 24 bus shelter panels advertising the message "Before crossing the road ... Look Out Before You Step Out". The parent workshop "Helping Learner Drivers Become Safer Drivers" was delivered online on 10 November and a maximum attendance of 28 was recorded. The school road safety program 'Illegal parking puts children's lives at risk' was promoted to schools during term 4 to minimise risk and encourage safe driver behaviour especially after returning from COVID lockdown. Council's communication platforms were used to promote motorcycle awareness month and safe driving tips for the October long weekend with a focus on mobile phones, speed, vulnerable road users (cyclists & pedestrians), seatbelts and child car seats.	●
Develop and implement the Parramatta Road Urban Infrastructure Program works	Works complete in Rofe St. Works underway in Renwick St, Norton St, Crystal St, Balmain Rd, Catherine St, Dot Lane, Hay St, Petersham St, Wigram Road, Booth Street. Some works are behind schedule due to Ausgrid works and approval processes with Sydney Water and Transport for NSW.	●
Provide and upgrade cycleway infrastructure	Regional Route 7 Section 1 Lewisham to Petersham works well progressed. Section 2 Petersham to Newtown completed 2020-2021. Local Route 3 Livingstone Road cycleway Section 1 Marrickville Road to Marrickville Park works in progress. Contract awarded for Section 2 Marrickville Road to Randall Street. Marrickville Road (East) streetscape and cycleway improvements design review in progress to complete design engagement and finalisation in 2021-2022 for construction 2022-2023 pending utility and Transport for NSW approvals and successful funding. Local Route 02 West Street Petersham, design review in progress.	●
Develop and implement traffic and parking management studies	Draft Leichhardt West and Draft Rozelle North Precinct Parking Study reports, public exhibition period and draft engagement outcomes reports completed. Draft Rozelle North Local Area Traffic Management Plan (LATM) Study finalised and recommended at November 2021 Traffic Committee to be placed on public exhibition. Final Balmain East Precinct Parking Study reported to the September 2021 Traffic Committee, deferred by Council at its October 12, 2021 meeting. Balmain LATM Working Paper 2 underway. Final Tempe South LATM Study report deferred by Traffic Committee in August 2021. Further discussions with TfNSW have been held and ongoing discussions underway to resolve issues.	●
Prepare the DCP Parking and DCP Transport	Park and transport DCP underway.	●
Dobroyd Canal (Iron Cove Creek) Active Transport Link masterplan	Procurement for a consultant is in progress.	●
Research and develop the Speed/ Volume policy to trigger traffic counts	Draft in development, expected to be reported to the March Traffic Committee.	●

★ Completed ● On track ■ Behind schedule ▲ On hold ◆ Rescheduled

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Action	Comment	Traffic Light
Research and develop an IWC pedestrian crossing warrants policy	Draft in development, expected to be reported to the Traffic Committee mid-2022.	●
Harmonise or retire former Council policies – Traffic Calming Policy (Leichhardt), Signs policy (Marrickville), Traffic and Transport policy (Marrickville). Develop appropriate IWC policies.	This project is underway.	●
Research and submit responses to State Government infrastructure projects, including WestConnex, Western Harbour Tunnel, Sydney Metro, informed by Councillor and community submissions	Ongoing as required.	●
Replace the existing parking meters with pay by plate parking meter technology, including suitable community engagement	Tender report prepared for the April Council meeting including engagement plan.	●
Undertake area based strategic traffic management and parking studies, based on prioritised need and community engagement	Draft Leichhardt West and Draft Rozelle North Precinct Parking Study reports, public exhibition period and draft engagement outcomes reports completed. Draft Rozelle North Local Area Traffic Management Plan (LATM) Study finalised and recommended at November 2021 Traffic Committee to be placed on public exhibition. Final Balmain East Precinct Parking Study reported to the September 2021 Traffic Committee, deferred by Council at is October 12, 2021 meeting. Balmain LATM Working Paper 2 underway. Final Tempe South LATM Study report deferred by Traffic Committee in August 2021. Further discussions with TfNSW have been held and ongoing discussions underway to resolve issues.	●

Facilities Management

Action	Comment	Traffic Light
Work with the TfNSW Sydney Gateway team to handover the leachate treatment plant in working order	Hand over completed.	★
Finalise the specification for a Trades Panel and advertise the Request for Tender (RFT)	Trades panels specifications finalised and EOI completed. Currently being reviewed before tender process	●
Replacement of soft-fall within identified Children and Family Services Centres	All soft fall works completed over Christmas except Enmore Child Care which is currently in progress.	●
Integrate IWC contractors onto the IWC maintenance works portal	Trial integration of contractors onto IWC portal has been completed. Remaining contractors to be scheduled for training and implementation.	●
Standardise a vendor panel for the delivery of reactive hydraulic services and reactive building / construction services	Expressions of Interest have been received and will be evaluated and tender developed for vendor panel.	●
Complete a condition audit, and develop maintenance strategy for rain water harvesting in line with sustainability deliverables	Condition audit currently 80% complete. Maintenance strategy to be developed on finalisation of findings.	●

★ Completed ● On track ■ Behind schedule ▲ On hold ◆ Rescheduled

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Urban Ecology

Action	Comment	Traffic Light
Develop Urban Ecology strategies and policies and plans; including the Urban Forest Policy and Street Tree Master Plan	The draft Inner West Green Place Strategy has not progressed due to lack of staff in the Urban Ecology Planning and Engagement team. Subcatchment Planning which engages with the community to identify local Water Sensitive Urban Design and other green infrastructure opportunities is on hold due to lack of staff resources.	▲
The Inner West Urban Ecology Education and Incentives Programs continue	Rainwater tank rebate program continued with reduced webinar frequency. Spring Photo Callout photo competition was completed with winners awarded in insect, bird and plant categories. A native plant giveaway for National Tree Day proceeded with plants being delivered to over 100 residents' homes as a COVID-safe alternative to centralised collection.	●
The Inner West Urban Ecology volunteer programs continue	Volunteer face to face working bees and surveys were not held for almost 4 months during this period due to COVID-19. After recommencing in late October 2021 a total of 78 working bees/surveys were held with 317 volunteer attendances/sign-ons and 787 volunteer hours completed. Volunteers and staff were happy to be back on site together to continue their work to increase the urban forest and provide connected corridors for wildlife. 47 new volunteer enquires were responded to during this period. Programs that residents could take part in from home safely during COVID lockdown were promoted to existing and potential new volunteers (i.e., Council's Your Say, Council's Nature for Backyards guide and external Citizen Science programs – Frog ID and Birds in Backyards)	●
Maintain, protect and enhance the Inner West's current ecological assets	Urban Ecology's Volunteer and Projects team continued their work restoring ecosystems in Councils natural areas. An additional 1.7 hectares of Council land was identified and handed over to be managed as natural areas – managed natural areas have increased by 17% since 2018.	●
Urban Ecology programs	Internal engagement was undertaken as part of the development of an Inner West verge gardening for residents policy. Eight new verge gardens were approved during this period.	●
Review Sustainable Streets program across IWC	Harmonised Verge Gardening Policy has been drafted and specialist input is being incorporated.	●
Review Urban Ecology Policy	Draft biodiversity policy to be reviewed by Senior Manager and Director and identify resource requirements and a project schedule. Specialist and agency consultation to be completed in 2022.	●
Partner with regional stakeholders on catchment and waterway health	The Urban Ecology team and senior managers in the environment area continue to collaborate with Council's regional catchment partner groups such as SSROC, Sydney Coastal Councils Group, Parramatta River Catchment Group and Cooks River Alliance. During the reporting period, the Senior Manager Environment and Sustainability has been appointed to the executive committee of the Parramatta River Catchment Group, an officer from the Urban Ecology team has committed to working groups for 2022 drafting of the Cooks River CMP and a report has been prepared for the first Council meeting of 2022 calling for new Councillor nominees on the Cooks River Alliance and Parramatta River Catchment Group. A round of grants for swim sites in the Parramatta River is currently under investigation for feasibility in mid 2022.	●

★ Completed ● On track ■ Behind schedule ▲ On hold ◆ Rescheduled

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Urban Forest

Action	Comment	Traffic Light
Undertake the street tree planting and establishment program	s.94 funded tree planting program has commenced. Due for completion in June 2022	●
Work with Ausgrid for appropriate pruning standards for street trees, including the adoption of an Inner West Local Precinct Plan	Ausgrid have not yet responded with a meeting date due to internal restructuring.	●
Design and implement prioritised green infrastructure in the public domain	Natural areas under ecology team management have significantly increased, by approx. 8000sqm in this quarter. Addison Road Community Centre Raingarden project is ongoing, this will be a significant piece of green infrastructure that provides valuable water sensitive urban design outcomes.	●
Develop and implement an Urban Forest Policy and Street Tree Master Plan	Urban Forest Manager has started and commenced review of DCP	●
Trees on Private Land Fact Sheet and website refresh	Will be completed after the DCP review.	●

Corporate Support Services

Action	Comment	Traffic Light
Coordinate 2021 Local Government Election	Local Government elections were held in December.	★
Prepare non-residential election roll	The Non Residential Roll closed on 25 October and was submitted to the NSW Electoral Commission by the deadline.	★
Develop a Council portal to create one place to interact online with Council	Continuation of functional and user experience design with main software vendor.	●
Support mobility by allowing community and staff to interact with Inner West Council systems anywhere, anytime	Analysing options for extending flexibility / mobility for internal staff at next desktop roll out. Design completed for build of in cab solution for Waste collection.	●
Create an organisation which is able to interact and transact digitally	Testing has commenced for penultimate stage of Waste booking project. Investigating options to enhance use of MS Teams as internal collaboration platform by integrating to document management systems and deployment of Kanban boards for agile delivery management.	●
Operate Council's Information and Communication Technology in a sustainable and efficient manner	Achieved availability targets. Continuing with migration to Cloud based services. In the final stages of the network modernisation project. Developed security road map for Financial Year 2022. Consultation has commenced on new Information and Communications Technology Strategy. Continuing with migration of workloads to cloud. Security threats remediated in collaboration with Cyber Security NSW. Finalising updates to ICT Protocols and Standards to align with NSW Cyber Security policy. Wide area network project completed.	●

★ Completed ● On track ■ Behind schedule ▲ On hold ◆ Rescheduled

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Action	Comment	Traffic Light
New and upgraded Council projects have effective Information and Communication Technology services on opening	Dawn Fraser Baths Renovation completed. Wrapping up final paperwork. Haberfield Library functionally complete. Resolving outstanding defects. Annette Kellerman Aquatic Centre procurement in progress. Fanny Durack Aquatic Centre procurement in progress. Tom Foster Community Centre Renovation consulting during detailed design. Newtown Pride Centre planning underway. Globe Preschool New Building implementation underway. Henson Park Renovation Initiation underway. Summer Hill Depot Repurposing in planning phase. Early Learning Centre Upgrades in planning phase.	●
Improve analytics and reporting within and across Council information	Concept design completed and executive dashboard developed for customer requests. Commenced establishment of data and analytics platform. Data and Analytics platform established. Business intelligence Priorities agreed with Executive team and scoping has commenced.	●
Expand the information available to the community online and encourage online collaboration	Final stages of procurement to build integration between NSW Planning Portal and Council systems. Implementing enhancements to customer portal.	●
Develop and implement a sustainable fleet and procurement strategy	Inner West Council's transition to low-emission vehicles is progressing. Step one involved transitioning the passenger vehicle fleet to Hybrid Electric Vehicles (HEVs) as the default vehicle. Around 30% of the passenger fleet has been converted from internal combustion engine vehicles to HEVs. Stage two electric vehicles – a request for quotes has been drafted for a consultant to provide technical advice on fleet transition to electric vehicles and will be released to the market in October. Council commenced work on the Sustainable Fleet Transition Plan this quarter engaging specialist consultants.	●
Optimise organisational efficiencies through amalgamation	Work has commenced on using the Australian Business Excellence Framework to assess and improve organisational performance. This included a presentation on Business Excellence at Inner West Council at the Councillor Briefing Session held on 21 September 2021. The BE team continues to support the implementation of service review recommendations to deliver efficiencies in Children's and Family services. As part of continuous improvement and preparing Council's 2022-26 Delivery Program areas of service will be identified in early 2022 that council will review during its term.	●
Integrate Council functions and services	Key projects include: implementation of a new Parks & Community Facilities Booking system and Waste Management Booking system, the development of a Work Health and Safety (WHS) Strategy, and planning for a new WHS system. As part of delivery of the WHS Strategy the BE team continues to lead the scoping and planning for implementation of a new WHS system. A plan has been developed for the roll-out of Council's Project Management Framework and associated staff training program in 2022.	●
Implement the Inner West Council Long Term Land and Property Strategy	A review is now required to assess the outcomes, identify outstanding actions and develop the next 4 year plan.	●

★ Completed ● On track ■ Behind schedule ▲ On hold ◆ Rescheduled

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Key Statistics

The following key statistics for the period July – December 2021 are set out under the five strategic directions of the Community Strategic Plan *Our Inner West 2036*.

Council is undertaking a comprehensive review of performance measures for the 2022–2026 Delivery Program.

Strategic Direction 1 – An ecologically sustainable Inner West

- Carbon emissions generated by Inner West Council – 30 tonnes
- Plants supplied from community native plant nurseries – 881*
- Waste stream to landfill per resident – 53.9kg
- Collected bulky household items reused, recycled or recovered – 75%
- Community Recycling Centre E-waste/chemical waste recovered, recycled or safely disposed – 98%
- Residential waste collected in red-lid bins that could be recycled (other than organic matter) – 8.5%
- Food and organic matter in red-lid bins – 39%
- Green waste (garden organics) recovered from the waste stream – 9,100 tonnes
- Inner West Council divestment from fossil fuels – 100%
- Council's operational energy from renewable sources including onsite solar generation – 25%
- Processing time for tree pruning or removal on private land – 16 days
- Tree removals approved on private land – 597

Strategic Direction 2 – Unique, liveable, networked neighbourhoods

- Median processing time for Development Applications (DA) – 86 days
- Completion timeframes for pre lodgement DA Advice – Average 42.4 days
- DAs that have had formal pre lodgement DA advice – 31%
- Building complaints responded to – 580
- Environmental audits of medium to high-risk industries – 3*
- Outstanding Notice and Orders Certificates issued within three working days – 100%
- Inspection of registered premises (food premises skin penetration premises) – Nil*
- Inspection of registered temporary food stalls and mobile food vans operating at events – Nil*
- Post consent certification for development in the Inner West issued by Council Building Certification team – 25%
- Patrols of restricted parking areas – 934*
- Number of school safety patrols during school terms – 116
- Street sweeping and verge mowing cycles – 25 in Q1 and 12.5 in Q2*
- Operational vehicles, light vehicles and plant owned by Council – 230

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Strategic Direction 3 – Creative communities and a strong economy

- Exhibitions at Chrissie Cotter Gallery – 6*
- Open Studio Trail participants – 0*
- Local performers participating in Council events – 0*

Strategic Direction 4 – Caring, happy, healthy communities

- Inner West Sports Forums for key stakeholders – 3
- Sports Forum key stakeholders in the recreation and open space planning processes – 1
- Seasonal and casual sports fields allocations complying with policy – 100%
- Long Day Care utilisation 80% *
- Parent satisfaction with Long Day Care Service 93%
- Public PC computer bookings – 7,890*
- Wi-Fi logins by the public at libraries – 120,985*
- Library and history sessions – 293*
- Library e-resources loans/uses – 121,000*
- Library members – 87,000
- Items in the Inner West History Collection digitised – 20,000
- Regular hirers of Council venues and facilities – 124*
- Regular hirers offering multicultural and culturally diverse activities – 39%
- Magic Yellow Bus park visitations – 36*

Strategic Direction 5 – Progressive local leadership

- Social media followers – 51,000 (30% increase)
- Website page views – 3,338,000 (7.5% decrease)
- Projects on Your Say Inner West on which the community has the opportunity to engage – 22
- Visits to Your Say Inner West – 31,000 (30% decrease*)
- Online customer transactions trending up – 54%
- Customer calls abandoned in queue – 5%
- Customer calls answered within 60 seconds – 65%
- Customer calls answered within 180 seconds – 80%
- Customer contact resolved at first point of contact – 90%
- Staff with a performance plan in place – 92.1%
- Number of Council workdays lost to industrial action – Nil
- Capital budget spent – 20% (\$18.4m)

Notes

1. Many service measures were impacted by COVID-19 as many events, exhibitions, venues and programs were closed or cancelled during the lockdown (denoted as *)
2. Numbers are rounded



Item 9

Attachment 1

Item No: C0322(1) Item 10
Subject: NOTICE OF MOTION: AMENDMENT TO NSW PUBLIC LIBRARIES ASSOCIATION – COUNCILLOR REPRESENTATION
From: Councillor Kobi Shetty

MOTION:

That Council appoint Councillor Shetty as the alternative representative for the NSW Public Libraries Association.

Background

At the Council meeting held on 8 February 2022, Council appointed Councillor representatives to various Committees, however, the Councillors identified for the NSW Public Libraries Association were Councillor Howard and alternative Councillor Langford instead of Councillor Howard and alternative Councillor Shetty, which was the intent. This motion rectifies the appointment of representatives for the NSW Public Libraries Association.

Officer's Comments:

Staff have no comment.

ATTACHMENTS

Nil.

Item No: C0322(1) Item 11
Subject: NOTICE OF MOTION: STANMORE STATION UPGRADE
From: Councillor Liz Atkins

MOTION:

That Council:

1. Note the very welcome progress on design of the Stanmore Station upgrade and the most recent Transport for NSW community consultation which closed on 15 February 2022;
2. Notes that the design currently includes removal of one mature Syzigium (Lilly Pilly, 2.3m trunk diameter, 10m high) and 5 small Orange Jessamine shrubs to accommodate the lift shaft on platform 3;
3. Notes that the lift locations proposed show small side tunnels to reach the lifts rather than opening directly into the underpass;
4. Notes that there is no canopy proposed over the stairs to the underpass on platform 3;
5. Notes the level of graffiti along the walls owned by Transport for NSW along the railway on Trafalgar St, Stanmore; and
6. Agree to write to the Minister for Transport and Transport for NSW seeking a revised design which:
 - a) accommodates retention of the mature Lilly Pilly;
 - b) if that is not possible, commits to new large sapling plantings as replacements;
 - c) has the lifts opening directly on to the underpass;
 - d) includes an additional canopy to cover the stairs to the underpass on platform 3;
 - e) includes a mural or vertical gardens to be installed on the walls along Trafalgar Street, Stanmore, to be paid for by Transport for NSW; and
 - f) defaults the traffic lights at the Trafalgar St entrance to the station to pedestrians, with cars needing to trigger a change of lights to pass.

Background

Transport for NSW consulted publicly on the design of Stanmore Station in October 2021 and February 2022. A number of residents have raised the loss of trees, particularly the mature Lilly Pilly, to accommodate the lift shaft on Platform 3. While most of the heritage planting has been lost over the years, this important tree remains. In addition, some residents have raised the question of safety in the underpass if the lifts are accessed via small side tunnels, which are potential lurking places after hours and will make the underpass less safe. Residents have also pointed out that the stairs to the underpass from Platform 3 are not covered and become unsafe in heavy rain.

Staff have made comments to Transport for NSW:

- The Manager Traffic & Transport Planning sought clarification on the new raised threshold crossing Trafalgar St and how it will tie-in with the footpath in our plaza area. Transport responded saying details will be presented in the next design phase, but that they wouldn't be upgrading the plaza area.
- The Manager Engineering Services raised the issue of drainage around this new raised threshold. Transport responded saying further details would be presented in the next design phase.
- The Manager Engineering Services highlighted the existing flooding on Trafalgar St and suggested to Transport a potential solution. Transport responded saying the suggestion will be looked at.
- The Manager Traffic & Transport Planning indicated that existing bike hoops in the Trafalgar St plaza area can be considered for the capacity requirements for bike commuters coming into the Trafalgar St entrance. Comment was noted by Transport and will consider if any new bike hoops are necessary on Council land
- Opposition was raised to removing the large heritage tree on Platform 3 (next to Trafalgar St), but Transport indicated that there was no other option than to remove the tree so they could construct the elevator.

The crossing at the Trafalgar St entrance to the station is heavily used by commuters and students at both Stanmore Public School and Newington. Changing the default setting at the lights to favour pedestrians will help with crowding at the station entrance and traffic calming.

Separately to the upgrade, residents on the Trafalgar Street side of the Stanmore Station have raised the issue of graffiti on the railway walls on numerous occasions. It is appropriate to raise this in the context of the upgrade. Staff have already met with Transport for NSW to raise this matter.

Officer's Comments:

Staff have no comment.

ATTACHMENTS

Nil.

Item No: C0322(1) Item 12
Subject: NOTICE OF MOTION: GENDER INCLUSION
From: Councillor Liz Atkins

MOTION:

That Council:

1. **Condemns the Religious Discrimination Bill 2022 currently before the Federal Parliament;**
2. **Condemns the Sex Discrimination and Other Legislation Amendment (Save Women's Sport) Bill introduced by Senator Claire Chandler in the Senate on 10 February 2022;**
3. **Condemns One Nation's Education Legislation Amendment (Parental Rights) Bill 2020;**
4. **Notes the defeat in the NSW Upper House of One Nation's Anti-Discrimination Amendment (Religious Freedoms and Equality) Bill 2020 on 23 February 2020;**
5. **Assures the diverse Inner West community that it does not support the blanket banning of transgender athletes from women's sport or indeed the banning of trans athletes from any sport;**
6. **Supports and encourages those sporting organisations in the Inner West seeking to be more inclusive;**
7. **Reaffirms its commitment to providing safe and accessible gender neutral public toilets as set out in the Public Toilet Strategy; and**
8. **Calls on the NSW Government to amend the Birth, Deaths and Marriages Registration Act 1995 to enable legal gender recognition without the requirement of surgical intervention.**

Background

The Inner West is a diverse and inclusive community with one of the biggest LGBTIQ+ populations in the country. Newtown, St Peters, Enmore, Camperdown and Tempe all featured in the top ten suburbs in Australia for same sex couples in the 2016 Census. The Inner West Council has a well-deserved reputation for taking action to support and protect that community.

Since 2013 the national Sex Discrimination Act has offered protection from discrimination on the grounds of sex, intersex status, sexual orientation and gender identity. Both bills currently before the Federal Parliament, the Religious Discrimination Bill and the Save Women's Sport Bill, would remove at least parts of this protection. In relation to sports, the existing Sex Discrimination Act already permits discrimination on the grounds of sex or gender identity if competition would be uneven because a disparity of relative strength, stamina and/or physique exists. Using this provision, many sporting organisations already have their own rules, generally based on international sporting organisations rules, dealing with the participation of transgender athletes.

While the Religious Discrimination Bill would introduce protections against discrimination based on a person's religion, it would also permit discrimination on the basis of a person's religious beliefs against LGBTIQ+ people, women and people with disability. The effect of the

Save Women's Sport Bill is to permit discrimination against transgender people, in particular to allow women's sporting teams to completely exclude transgender women. It re-inserts the sex-based definitions of "man" and "woman" in the Sex Discrimination Act with the intention of allowing the blanket exclusion of transgender people from sports without any reference to effective competition or disparities in relative strength, stamina and/or physique as currently required by the Sex Discrimination Act. It would also affect intersex people.

One Nation's Anti-Discrimination Amendment (Religious Freedoms and Equality) Bill 2020 was defeated in the NSW Upper House on 23 February and the Education Legislation Amendment (Parental Rights) Bill 2020 will be debated on 7 March 2020. The first elevated religious belief above other human rights, giving special protections to religious activities that may breach laws and harm others and contained a number of provisions which could adversely affect, among others, LGBTIQ+ people, divorced and unmarried people, as well as women. The second would entrench discrimination against transgender and gender diverse people in schools. If passed, this Bill would deny children the right to be seen, to be protected from discrimination and harm, and to be treated with integrity by teachers and schools. It would deny children access to school counselling, leave them vulnerable to bullying, and make it even harder to get support and information during their critical formative years. The Bill also threatens the ethics and livelihoods of teachers – and non-teaching school staff – who support equality and safety for LGBTIQ+ young people.

Officer's Comments:

Staff have no comment.

ATTACHMENTS

Nil.

Item No: C0322(1) Item 13
Subject: NOTICE OF MOTION: AFFORDABLE HOUSING CONTRIBUTION SCHEME AND AN AUDIT OF COUNCIL LAND FOR AFFORDABLE HOUSING
From: Councillor Dylan Griffiths

MOTION:

That Council:

1. Audit public council land that could be used by council, in partnership with community housing providers, to develop new Affordable Housing units;
2. Pursue the development and approval of an Affordable Housing Contribution Scheme in this term of council;
3. Receive a briefing on the results of point 1, potential sites where an Affordable Housing Contribution Scheme could be implemented, and any prospective updates to council's Affordable Housing policy.

Background

At last census there were just over 2 500 people in the Inner West experiencing homelessness. Sydney is the third worst city in the world for [housing affordability](#). Many essential workers and their families can't afford to live near their place of work, [homelessness is on the rise](#), and people and families are under financial pressure paying exorbitant rents to landlords.

The Inner West Council should progress initiatives that increase the supply of affordable housing in the local government area. Inaction by state and federal governments have caused a significant shortfall in the provision of social and affordable housing, and councils have an important role to play in the meeting the affordable housing needs of the Inner West community. The Inner West Council has significant land holdings which may be able to play a role in increasing Affordable Housing in our LGA.

Through planning legislation (Housing Diversity SEPP/ SEPP70), councils have the ability to make developers pay for affordable housing by contributing a share of their windfall profits when an area is rezoned for higher density use. This mechanism has been available in selected parts of the City of Sydney since 2002, and recently became available across NSW. In Green Square, the City of Sydney gives residential developers the choice of contributing floor space or a cash contribution per square metre of the total residential floor area. Monies are collected in a trust fund and passed onto City West Housing, which is responsible for development and management of affordable housing in the area. The City reports the delivery of 835 new affordable housing dwellings with [hundreds](#) more in the pipeline.

Officer's Comments:

Staff have no comment.

ATTACHMENTS

Nil.

Item No: C0322(1) Item 14
Subject: NOTICE OF MOTION: RAINBOW PATHWAY FOR WORLD PRIDE
From: Councillor Pauline Lockie

MOTION:

That Council:

- 1. Commences immediate planning work with its LGBTQ Working Group to deliver a rainbow pathway in Newtown in time for World Pride 2023, noting that the proposal will be put to the community for consultation before it is implemented;**
- 2. Notes that initial discussions with the LGBTQ Working Group and Council staff have raised several viable options, including lighting one of the existing pathways in Camperdown Memorial Rest Park with rainbow lights; painting one of the existing pathways in this park in rainbow colours; or a painting a rainbow pathway outside Newtown Town Hall;**
- 3. Looks to incorporate elements that would share and celebrate our LGBTQ history as part of the project; and**
- 4. Develops options for funding this initiative as part of the 2022/23 Budget.**

Background

Council had previously resolved in December 2019 to investigate installing a rainbow crossing at the intersection of King St and Enmore Rd in Newtown as a visible sign of pride and support for our LGBTQ community.

Such on-road rainbow crossings require the approval of Transport for NSW (TfNSW). TfNSW has advised Council that it would not support a rainbow crossing in this location, and is also unlikely to approve other locations for on-road rainbow crossings.

Noting that the idea was initially proposed by Council's LGBTQ Working Group, I have been having discussions with them about potential alternatives. These initial discussions have seen the LGBTQ Working Group raise several alternative ideas, including the two options in Camperdown Memorial Rest Park noted above.

Council staff have also advised that the natural curvature of the pathway outside the Newtown Town Hall would lend itself to a rainbow pathway, especially given this is the site of Council's proposed Pride Centre.

The LGBTQ Working Group has also noted that creating such a pathway would also provide an opportunity for Council to share key elements of our LGBTQ history, similar to the way Adelaide's Rainbow Walk features a timeline that highlights key milestones for South Australia's LGBTQ community.

With World Pride 2023 fast approaching, I am proposing that Council commences immediate planning work with the LGBTQ Working Group to propose a way forward that would allow a rainbow pathway to be installed in time for this global event in Sydney in February/March 2023. I am also proposing that we look at how the story of our own LGBTQ community can be shared and celebrated as part of the project.

Officer's Comments:

Staff have no comment.

ATTACHMENTS

Nil.

Item No: C0322(1) Item 15
Subject: NOTICE OF MOTION: ANNETTE KELLERMAN AND FANNY DURACK
 AQUATIC CENTRES: TRANSITION TO COUNCIL MANAGEMENT,
 CURRENT BELGRAVIA STAFF, AND RECRUITMENT
From: Councillor Dylan Griffiths

MOTION:

That Council:

1. **Note Annette Kellerman and Fanny Durack Aquatic Centres are due to return to Council management on the 1st of July 2022;**
2. **Note that the staff at these facilities continue to make an immense contribution to the Inner West community;**
3. **Officers investigate the prospect of recognising service of current Annette Kellerman and Fanny Durack staff for purposes of the local government award; and**
4. **Produce a report to the April 2022 Council meeting outlining the transition process.**

Background

Management of Annette Kellerman and Fanny Durack aquatic centres are due to be insourced on 1 July 2022.

Management of the aquatic centres was outsourced by the former Marrickville Council. Current staff at the facilities have been provided with limited information about the transition and how it will impact their prospect of ongoing employment. The current employer of the staff is Belgravia not the Inner West Council.

The Inner West's community strategic plan outlines that the community would like council to show progressive local leadership and to promote caring, happy, healthy communities, the strategic direction noting that 'we have a strong sense social justice'.

Officer's Comments:

Staff have no comment.

ATTACHMENTS

Nil.

Item No: C0322(1) Item 16
Subject: NOTICE OF MOTION: DULWICH HILL STATION CROSSING
From: Councillor Dylan Griffiths

MOTION:

That:

1. Council note there is significant community support for works that will increase safety at the intersection of Wardell Rd and Dudley St including the Dulwich Hill station crossing (Wardell Road / Dudley Street);
2. Council note the council has approved a raised, signalised intersection at Wardell Road / Dudley Street which is pending final approval from Transport NSW;
3. The works for this intersection are a council priority;
4. The Mayor write to the relevant minister addressing this motion and advocating for approval of traffic improvements currently awaiting assessment by Transport for NSW;
5. Council receive a briefing on whether there are other significant traffic improvement works across the Local Government Area, including in the Dulwich Hill station precinct, which are currently behind schedule because they are awaiting Transport for NSW approval, or other issues.

Background

At present, Dulwich Hill and Marrickville commuters use a faded at-grade pedestrian crossing to enter and exit Dulwich Hill station. The crossing is on a crest and is well known in the community as a dangerous crossing.

Inner West Council's Traffic Committee has approved an upgrade to the intersection of Wardell Road and Dudley Street, Dulwich Hill into a raised, signalised crossing, which will slow cars and provide a safer intersection.

These works were due to start construction in March-April 2022, however they still awaiting final sign-off from Transport for NSW.

There is a community petition calling on Transport NSW to approve the works. <https://www.change.org/p/transport-for-nsw-let-s-fix-sydney-s-worst-pedestrian-crossing?redirect=false>

Officer's Comments:

Staff have no comment.

ATTACHMENTS

Nil.

Item No: C0322(1) Item 17
Subject: NOTICE OF MOTION: DEMERGER OF INNER WEST COUNCIL
From: Councillor Justine Langford

MOTION:

That:

- 1. A timeline be developed for preparation of the business case for demerger;**
- 2. Council receive a progress report at each Council meeting on preparation of the business case for demerger, the first in April 2022 to include the above timeline, required resources, and proposals for involving the community; and**
- 3. That a regular update on the demerger be included in the Inner West News.**

Background

At the meeting of 8 February, noting the overwhelming majority vote of the Inner West community to demerge, Council decided to commence the business case for demerger, to engage with staff and their representatives throughout the development of the business case, and to involve the community in the preparation of the business case. Council set no timeframes or parameters for the preparation of that business case.

This is a significant project and Council needs to be provided with regular reporting on progress.

Officer's Comments:

Staff have no comment.

ATTACHMENTS

Nil.

Item No: C0322(1) Item 18
Subject: NOTICE OF MOTION: CONSULTATION ON PROJECTS OF SIGNIFICANT INTEREST
From: Councillor Jessica D'Arienzo

MOTION:

That Council:

- 1. Commits to community consultation and will develop consultation plans to encourage engagement and participation across our broad and diverse community; and**
- 2. Develops a consultation plan for projects of significant community interest, inclusive of public community forums attended by the Executive team, to provide whole of council approach to the project, discuss local issues, encourage open community dialogue and identify preferred solutions.**

Background

The Inner West community has a strong desire to have a voice in Council's decision making. Community engagement is the process by which the community participates in and influences Council's decision making. Good community engagement is the basis for understanding decisions, sharing perspectives, improving outcomes and building trust between Council, the community and other partners. (Inner West Council Community Engagement Framework).

Community engagement is underpinned by five core principles; to be authentic, planned, tailored, inclusive and transparent. The program of community engagements are developed on a spectrum to meet engagement objectives. Public community forums should uphold the fundamentals of community engagement and inclusiveness. The purpose of public community forums is beyond sharing information, it is an opportunity to collaborate and resolve problems.

The call for the Executive team of Council to attend Community public forums for projects of significant community interest will demonstrate to the community the Council's commitment to genuine and authentic community consultation, to listen and respond to issues. Having decision makers present will be conducive to resolving problems and enhance project outcomes.

Officer's Comments:

Staff have no comment.

ATTACHMENTS

Nil.

Item No: C0322(1) Item 19
Subject: NOTICE OF MOTION: RAILWAY TERRACE AND WEST STREET
PETERSHAM INTERSECTION
From: Councillor Chloe Smith

MOTION:

That Council:

1. Notes the serious concerns of residents, particularly parents and caregivers of local school children, about safety issues at the Railway Terrace and West Street, Petersham intersection, and their long-term campaigning on this issue;
2. Notes the recent on-site meeting on 23 February 2022 between representatives of Inner West Council, Transport for NSW, the Office of Jo Haylen, Member for Summer Hill, Petersham Public School, and Petersham Public School P&C, which resulted in the following:
 - a) Further investigation by Transport for NSW into the possibility of a school crossing supervisor at the site to reinforce driver compliance and reduce danger to pedestrians, and
 - b) Discussion of long-term options for addressing safety concerns, including possible investigation to install a scramble crossing to reduce the amount of times pedestrians are required to cross at the busy intersection.
3. Notes that two thirds of children are now driven to school, compared to 70% who walked or rode a bike to school 40 years ago, and that encouraging more families to take active transport to and from school will help reduce congestion, improve public health, reduce emissions, and improve air quality;
4. Notes that Inner West Council is committed to supporting interconnected active transport networks and walkability as per Strategic Direction 2 and Strategic Direction 4 of the Community Strategic Plan;
5. Writes to the Minister for Metropolitan Roads concerning safety issues at the Railway Terrace and West Street, Petersham intersection, requesting immediate investigation of the options discussed at the 23 February 2022 meeting and that a prompt update be provided on what is being done to address the concerns of residents; and
6. Commits to working with local schools, P&Cs, and residents on measures to support safe walking and cycling to and from schools, and commences immediate planning work to identify and cost potential safety measures for implementation as part of the 2022-23 budget.

Officer's Comments:

Staff have no comment.

ATTACHMENTS

Nil.

Item No: C0322(1) Item 20
Subject: NOTICE OF MOTION: INNER WEST COUNCIL ANTI-RACISM STRATEGY
From: Councillor Mathew Howard

MOTION:

That Council:

- 1. Acknowledges racism exists in all communities and that councils have a role and responsibility to confront and eliminate it;**
- 2. Develop a local Inner West Council Anti-Racism Strategy; and**
- 3. Continues to host and/or support events on the International Day for the Elimination of Racial Discrimination.**

Background

The Inner West is proudly the birthplace of Australian multiculturalism, fostered on land owned by the Gadigal and Wangal people of the Eora Nation.

Our suburbs are home to people from across the world and we can proudly celebrate the success of our diverse, inclusive and harmonious community.

Still, racism exists in every community and continues to limit access to opportunity and full participation for people from First Nations and culturally and linguistically diverse backgrounds.

Noting the success of the Racism Not Welcome campaign and the leadership role Inner West Council played in its development, developing an Anti-Racism Strategy provides the Inner West Council and the communities we represent with a further opportunity to raise awareness of racism; to identify, support and foster programs that reduce racism and promote inclusion; and to further empower our community to confront and eliminate racism.

The National Anti-Racism Strategy was first developed in 2012 and the Australian Human Rights Commission is currently undertaking consultation around a new strategy. Since 2012, a number of local councils have developed anti-racism strategies to complement and add to the strategy in a local context.

Monday 21 March is the International Day for the Elimination of Racial Discrimination.

Officer's Comments:

Staff have no comment.

ATTACHMENTS

Nil.

Item No: C0322(1) Item 21
Subject: QUESTION ON NOTICE: DEVELOPMENT ASSESSMENT PROCESSING TIMES
From: Councillor John Stamolis

Comment by the General Manager:

Answer to question will be provided at an Ordinary Council meeting in April 2022.

Development Assessment (DA) processing is an important function of Council and is regularly addressed by candidates as an election priority.

To assist with public accountability, answers to the following questions would be appreciated.

Question

How are DA processing times calculated?

Applicants generally think that DA processing time commences once the DA is lodged and uploaded to the portal. Is this correct?

Is the time taken for Council to review the DA and send an invoice included in the counting of the DA processing time?

Question

How is the “stop the clock” administered?

Question

Does the DA processing time include withdrawn DAs?

Question

Can the following data be supplied:

	2018	2019	2020	2021
Number of DAs				
Number of DAs withdrawn				
DA processing time				
. Average				
. Median				
DAs withdrawn: processing time				
. Average				
. Median				

Question

What are the key measures that Council has taken since the merger to reduce DA processing times?

Question

Some of the biggest reductions in DA processing times have been seen during Covid. How was this achieved?

Question

Are there any data to indicate that Pre-DA's make the DA assessment faster?

Question

Does the data for approval times come from Councils' internal records or via the NSW Planning Portal database?

ATTACHMENTS

Nil.

Item No: C0322(1) Item 22
Subject: QUESTION ON NOTICE: GYM FEES (CASUAL)
From: Councillor John Stamolis

Comment by the General Manager:

Answer to question will be provided at an Ordinary Council meeting in April 2022.

Question

There has been concern from pensioners about affordability of casual entry to gyms at Council aquatic centres (AAC, LPAC and AKAC). Prices range between \$11.70 and \$13.90 per visit for pensioners.

The table below shows that casual gym entry to these three centres for pensioners is half (50% to 51%) that of the Adult Rate. The equivalent ratio for casual pool entry is 13 to 14% of the Adult Rate.

The data also shows that the Adult Rate for casual gym entry is close to 3 times more than the Adult Rate for pool entry. For pensioners, however, the casual gym rate is 10 to 12 times higher than the casual pool entry rate.

Council set the pensioner casual pool entry at \$1.20 in response to the very low incomes of pensioners. This has not been reflected to the same extent for casual gym entry. This question on notice seeks information from Council in regard to the pricing of casual gym entry for pensioners.

Casual entry	AAC	LPAC	AKAC
Pool			
Adult	\$8.90	\$9.00	\$8.50
Pensioner	\$1.20	\$1.20	\$1.20
Pensioner:Adult	13%	13%	14%
Gym			
Adult	\$23.30	\$27.50	\$23.20
Pensioner	\$11.70	\$13.90	\$11.70
Pensioner:Adult	50%	51%	50%
Gym:Pool			
Adult	262%	306%	273%
Pensioner	975%	1158%	975%

This question on notice also asks Council to provide data on pool and gym usage by Adults, Pensioners and Seniors. Two tables are requested for two years, one prior to Covid (2019) and one for the latest year (2021)

Usage data 2019	AAC	LPAC	AKAC
Pool			
. Adult			
. Pensioner			
. Senior			
Gym			
. Adult			
. Pensioner			
. Senior			
Usage data 2021	AAC	LPAC	AKAC
Pool			
. Adult			
. Pensioner			
. Senior			
Gym			
. Adult			
. Pensioner			
. Senior			

ATTACHMENTS

Nil.

Item No: C0322(1) Item 23

Subject: RFT 06-21 GREENWAY IN-CORRIDOR WORKS DESIGN AND CONSTRUCTION TENDER FURTHER ADVICE

Prepared By: Ryan Hawken - Project Manager Greenway Delivery

Authorised By: Cathy Edwards-Davis - Director Infrastructure

RECOMMENDATION

That Council adopt the Director Infrastructure's recommendation contained in the Confidential Attachment 1.

DISCUSSION

The Cooks to Cove Greenway Master Plan was adopted by Council in August 2018 and sets out approximately \$57m works.

On the 7 July 2021 Council invited select tenders from the four shortlisted contractors through Vendor Panel for the design and construction of the Greenway In-Corridor Works. Tenders closed on 3 November 2021.

A summary of the Tender Evaluation Committee's report and discussion is attached as **Confidential Attachment 1**.

The tender was reported to the 8 February 2022 Council meeting where Council resolved:

That Council note the report and commit to completing the Greenway in this term of Council. However, Council defer consideration of the Tender to be considered at the next Council meeting after we have more advice on:

- a) Alternative funding sources if the state and federal government do not provide adequate financial grants to support the project;*
- b) Councils current budget and debt position;*
- c) Whether it was possible to get support from Sydney Water or any other source for the wetlands;*
- d) How the Arts program will be funded; and*
- e) On what additional steps Council could afford take to maximise the biodiversity and ecological value of the Greenway.*

The further advice requested is attached as **Confidential Attachment 2**.

FINANCIAL IMPLICATIONS

The financial implications are outlined in the confidential attachments.

ATTACHMENTS

1. RFT 06-21 Tender Evaluation Summary - *Confidential*

This attachment is confidential in accordance to information (Section 10A(2)(c) of the Local Government Act 1993) that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business.

2. RFT 06-21 Further Tender Advice - *Confidential*

This attachment is confidential in accordance to information (Section 10A(2)(c) of the Local Government Act 1993) that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business.