

# **AGENDA**

---



## **INNER WEST COUNCIL**

**EXTRAORDINARY COUNCIL MEETING**

**TUESDAY 3 JULY 2018**

**6.30pm**

### **Live Streaming of Council Meeting**

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**

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?**

Your request will then be added to a list that is shown to the Chairperson on the night of the meeting.

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

### **Accessibility**

Inner West Council is committed to ensuring people with a disability have equal opportunity to take part in Council and Committee Meetings. At the Ashfield Council Chambers there is a hearing loop service available to assist persons with a hearing impairment. If you have any other access or disability related participation needs and wish to know more, call 9392 5657.

**Persons in the public gallery are advised that under the Local Government Act 1993, a person may NOT tape record a Council meeting without the permission of Council.**

**Any persons found recording without authority will be expelled from the meeting.**

**"Record" includes the use of any form of audio, video and still camera equipment or mobile phone capable of recording speech.**

**An audio recording of this meeting will be taken for the purpose of verifying the accuracy of the minutes.**

**PRECIS**

- 1 Acknowledgement of Country**
- 2 Apologies**
- 3 Notice of Webcasting**
- 4 Disclosures of Interest (Section 451 of the Local Government Act and Council's Code of Conduct)**
- 5 Moment of Quiet Contemplation**
- 6 Mayoral Minutes**

Nil at the time of printing.

**7 Staff Reports**

<b>ITEM</b>	<b>PAGE</b>
C0718 Item 1 Banners, Flags and Temporary Signage Policy	<b>4</b>
C0718 Item 2 Local Traffic Committee Meeting held on 5 June 2018	<b>19</b>
C0718 Item 3 Councillor Expenses and Facilities Policy	<b>44</b>
C0718 Item 4 Local Government Remuneration Tribunal Determination for 2018-19	<b>61</b>
C0718 Item 5 Delegations to the General Manager - Contracts	<b>87</b>
C0718 Item 6 Investment Report as at 31 May 2018	<b>89</b>

**8 Rescission Motions**

<b>ITEM</b>	<b>PAGE</b>
C0718 Item 7 Notice of Motion to Rescind: C0518 Item 1 Richard Murden Reserve - Provision of Three Netball Courts - 22 May 2018 Council Meeting	<b>117</b>

**9 Notices of Motion**

<b>ITEM</b>	<b>PAGE</b>
C0718 Item 8 Notice of Motion: Heritage Pub Protections	<b>118</b>
C0718 Item 9 Notice of Motion: Street Libraries	<b>120</b>
C0718 Item 10 Notice of Motion: Ann Cashman Reserve 30 year Commemoration	<b>121</b>
C0718 Item 11 Notice of Motion: Increase in Court Appeals since Merger	<b>125</b>
C0718 Item 12 Notice of Motion: Expand Waste Booking Services	<b>126</b>
C0718 Item 13 Notice of Motion: Reopening Balmain West Ferry Wharf	<b>128</b>
C0718 Item 14 Notice of Motion: Supporting the Welcome Choir	<b>130</b>
C0718 Item 15 Notice of Motion: Improving Cyclist and Pedestrian safety on State Roads in the Inner West LGA.	<b>132</b>

**Item No:** C0718 Item 1

**Subject:** BANNERS, FLAGS AND TEMPORARY SIGNAGE POLICY

**Prepared By:** Laura Stevens - Group Manager Communications, Engagement and Events

**Authorised By:** John Warburton - Deputy General Manager Community and Engagement

### **SUMMARY**

Banner, flags and temporary signage are valuable tools to achieve Inner West Council's objectives of communicating and celebrating with our community.

It is essential that Council has a policy in place outlining the management of banners, flags and temporary signage in the Inner West local government area to ensure their appropriate use.

---

### **RECOMMENDATION**

**THAT Council endorses the draft banners, flags and temporary signage policy for public exhibition, with outcomes reported back to Council.**

---

### **BACKGROUND**

Following the amalgamation on 12 May 2016, Inner West Council had no policy, system or processes in place to guide decision making or responsibility for the management of banners, flags and temporary signage across the local government area. None of the former councils (Marrickville, Leichhardt and Ashfield) had a policy in place governing banners, flags or temporary signage in the public domain.

This has caused a range of procedural issues, including:

- Outdated banners being left on display months after they should have been taken down;
- Banners being mounted in non-authorized Council areas (such as the gateway structure at Explorers Park, Ashfield);
- Safety concerns with unauthorised staff hanging banners; and
- Cost implications, with banner works being requested without knowledge of costs involved and no budget to cover costs.

A Council resolution, *Better use of banners*, on 27 February, called for a policy for the new Inner West Council to be developed:

*THAT Council prepare a banner policy or guidelines to better use banners in order to communicate with our community, to inform our community and to celebrate with our community. A short report should be prepared by Council to consider policy change and/or more efficient use of banner space.*

This policy provides appropriate guidelines for the effective management of banners, street flags and temporary signage across the local government area.

In future, Council may wish to explore other alternatives to banners, such as electronic billboards at key Council sites where messaging can be changed easily and cost effectively.

### **FINANCIAL IMPLICATIONS**

Nil.

## **OTHER STAFF COMMENTS**

The policy covers the following areas:

- Responsibility for banners, flags and temporary signage within Council;
- Appropriate use;
- Sites;
- Booking system;
- Design guidelines, specifications, production and approvals process;
- Additional requirements (legislative, heritage and safety);
- External use; and
- Cost recovery, fees and charges.

The sections below outline the background to and rationale for decision making in relation to these areas.

### *Responsibility*

When Inner West Council was formed, no particular team was appointed to oversee the management of banners, flags and temporary signage. It is recommended that the Communications team has ownership of this area, as it falls under a marketing and communications function.

It is essential that the Communications team works closely with the Trades/Maintenance team, which is responsible for the works associated with installing and removing banners, flags and temporary signage, to ensure all requests are actioned.

### *Appropriate use*

Given the cost and labour involved in the hanging of banners, flags and temporary signage, as well as limited availability of sites, the policy encourages people booking banners, flags and temporary signage to consider whether other channels may be more appropriate for promotion of their events and activities.

### *Sites*

Council has conducted and documented an audit of banner and flag sites across the Inner West local government area to ensure all sites are appropriate. Some existing sites were not considered appropriate and removed, such as sites of heritage or cultural significance.

The number of banners and signs at any one site has been limited so that sites are not overrun with banners and visual pollution, to keep the local amenity pleasant for residents and visitors.

### *Booking system*

A booking system has been established to assist in implementing the policy.

A live booking calendar and internal banner and flag site form for staff minimise the likelihood of outdated banners being left within the public domain long after an event has finished, stipulating that those requesting bookings must provide a date for banners/flags to be installed as well as taken down.

### *Additional requirements*

The policy seeks to address a range of issues associated with banners, flags and temporary signage, from storage to safety.

With the Trades/Maintenance team now charging internally for banner works, some Council staff are opting to hang their own banners, especially where no or insufficient budgets are available to cover costs associated with banner works. This practice can potentially pose a safety risk both to staff and the general public.

The policy therefore stipulates that only approved staff may install and remove banners, flags and temporary signage.

#### *External use*

Historically, issues had been raised with external organisations 'bumping' promotion of Council events and activities, or booked banner space resulting in limited availability to fulfil Council resolutions regarding supporting campaigns and social issues.

Following amalgamation, a decision was made internally to pause putting up banners for external organisations, given the increased demand internally from the new, larger Council. This also reflected the need to create an increased presence for the newly formed Council in the community.

While it is considered appropriate for external organisations to be offered the opportunity to have banners, flags and temporary signage installed on a case-by-case basis, Council should be the primary user of this service.

The policy therefore imposes a number of conditions to ensure the use by external organisations is reasonable and does not adversely impact on Council business. These include:

- Council signage and events taking precedence;
- A limited number of placement opportunities for community events and charitable initiatives to keep space available to promote Council's core programs and initiatives; and
- Costs levied reflecting the provision of services.

This approach is in line with similar policies of many other councils.

It should also be noted that Council has a range of communication channels that may be a more appropriate and effective way to promote community events and initiatives. For example, Council's new website to be launched in August will offer community organisations a new 'What's On' portal to easily and widely promote their events and activities for free. Social media is another cost effective promotional tool.

#### *Cost recovery, fees and charges*

Since the new Council was formed, there have been several issues due to a lack of clarity regarding costs of banner works across Council's multiple locations.

Council's Trades/Maintenance team has started charging internally for works associated with banners and flags. While the intention is to reflect the true cost of services and the labour intensive process involved, in practice it means requests have been made for the hanging and removal of banners and flags across Council without a clear understanding of associated costs, along with a lack of internal consultation and information.

This has created further issues across the organisation – with some teams opting to hang their own banners where possible, with associated safety risks. It has also meant that events which

could previously be promoted through banners, flags and temporary signage can no longer be promoted due to a lack of funding in existing budgets.

The policy seeks to address this issue by clearly outlining the cost involved and requesting a job number when banners and flags are booked.

External organisations may access the banner and flag sites for the fees listed in the fees and charges on Council's website: <https://www.innerwest.nsw.gov.au/council/policies-and-publications/fees-and-charges>

It should be noted that there are no reduced fees or fee waivers in place for the hanging of banners and flags by external organisations. It is not considered appropriate for Council to be in a situation where external organisations may have banners put up at no cost, while internal sections of council such as the Events team are forced to take time out of their operational work to install and remove banners themselves, or forego banners to promote major Council events due to budget constraints.

Given the concerns over the cost of installing and removing banners which is impacting on internal Council budgets, it would be an additional, significant and unfunded cost to Council to enable external organisations to access the booking system for free, especially in a tight fiscal environment.

The Trades/Maintenance team has also indicated that these fees and charges do not adequately recover the true cost of the services provided. It is therefore recommended that future reviews of Council's fees and charges assess the true cost of banner services and ensure these are reflected in any fees and charges levied for these bookings to recoup the cost involved.

## **PUBLIC CONSULTATION**

It is proposed that the policy be placed on public exhibition for a period of four weeks given its impact on the community.

Internal engagement has already been undertaken to develop the policy, with input from Communications, Trades/Maintenance, Community Services, Customer Service, Heritage, Development Assessment, and Council staff previously responsible for managing banners, flags and temporary signage at the former Marrickville, Leichhardt and Ashfield councils.

## **CONCLUSION**

Start typing the "conclusion" section here.

## **ATTACHMENTS**

1. [Inner West Council banners, flags and temporary signage policy](#)



# **Banners, flags and temporary signage policy**

---

## Summary

---

This policy informs Council officials – including Councillors, Council staff, administrators, Council committee members and delegates of Council – of processes related to the booking, approval, installation and removal of banners, flags and temporary signage on Council assets.

---

## Policy background

---

Inner West Council strives to maintain a positive image in the community, including through the marketing of Council's events, services, facilities and activities.

It is essential that Council has a simple, clear, consistent and transparent framework to guide the decision making and approval process for the use of flags, banners and temporary signage to ensure their appropriate use across the Inner West local government area.

---

## Policy purpose

---

The purpose of this policy is to:

- Protect and enhance the reputation of Council;
- Provide promotional and marketing support for activities aligned with Council's strategic plans;
- Keep the community informed about Council events, services and facilities; and
- Establish a consistent approach to managing banners, flags and temporary signage.

---

## Who this policy applies to

---

This policy applies to all Inner West Council officials including Councillors, staff, contractors and volunteers.

It also guides the management of external requests for banners, flags and temporary signage by local organisations and community groups.

---

## Related legislation, policies and procedures

---

Related policies:

- Public Access to Information Policy;
- Graffiti Policy; and
- Council's Code of Conduct.

Related legislation:

- *State Environmental Planning Policy (Infrastructure) 2007*;
- *Division 2 Advertising and Signage Exempt Development Code of State Environmental Planning Policy (Exempt and Complying Development Codes) 2008*;
- *Heritage Act*;

- *Work Cover NSW 'Work Near Overhead Power lines' Code of Practice 2006;*
- *Graffiti Control Act 2008;*
- *Government Information (Public Access) Act 2009 (GIPA Act); and*
- *Local Government Act 1993.*

---

## Policy

---

### 1 Responsibility

The Communications team in Council's Community, Engagement and Events group is responsible for managing Council's banners, flags and temporary signage booking and approvals system.

Council's Trades/Maintenance team install and remove banners, flags and temporary signage as directed and approved by the Communications team.

Other teams across Council are responsible for the production and booking of their own banners, flags and temporary signage, including providing the appropriate budget to do so.

### 2 Appropriate use

Council has a range of marketing channels to communicate events, facilities and services to the community, including:

- Physical collateral including banners, flags and temporary signage;
- Digital collateral including website, social media and e-newsletters;
- Print collateral including letters, newsletters, brochures and posters.

Consideration should be given to which of the above channels are the most appropriate and cost effective, depending on the nature of the activity.

Banners, flags and temporary signage are considered an appropriate promotional tool for a limited number of Council initiatives including:

- Major Council events and events running for more than one day;
- Important Council resolutions, policy decisions or positions;
- Council approved messaging (e.g. safety, seasonal, economic development); and
- Improvement activities (e.g. development, construction, new facilities).

### 3 Sites

Council has sites across the local government area which have been identified as high profile and suitable for the hanging of banners, flags and temporary signage. These include six town halls, five parks, one depot, five main streets and one footbridge:

#### *Banners and temporary signage*

- Ashfield Park, Parramatta Road, Ashfield;
- Crystal Street, Petersham – fence;
- Darling Street, Rozelle – near Sackville Hotel;
- Enmore Park, Enmore;

- Leichhardt Town Hall, Leichhardt;
- Marrickville Town Hall, Marrickville;
- Newington footbridge, Stanmore;
- Newtown Town Hall, Newtown;
- Norton Street, Leichhardt – near Norton Plaza;
- Petersham Town Hall, Petersham;
- Robson Park, City West Link, Haberfield;
- St Peters Depot, St Peters;
- St Peters Town Hall, St Peters;
- Steel Park, Marrickville; and
- Victoria Road, Rozelle (amenities block).

#### *Flags*

- Marrickville Road, Marrickville (33 flags); and
- Norton Street, Leichhardt (27 flags).

Further information about these sites – including exact locations, installation details, access, equipment and other requirements – is available on Council's internal banner and flag site booking form on the intranet, and the Communications or Trades/Maintenance teams.

Banners and signs may not be placed sites that are not listed above without prior written approval from the Group Manager Communications, Engagement and Events.

This does not apply to hoarding on building sites or print collateral on Council noticeboards.

It is considered best practice for only one banner or sign to be placed in one location at any time.

Limiting banners at any one site also meets legislative requirements as per the *Division 2 Advertising and Signage Exempt Development Code of State Environmental Planning Policy (Exempt and Complying Development Codes) 2008*: "not ... more than one banner and one other type of temporary sign facing any road frontage".

Therefore a maximum of two banners/signs should be placed in these locations to meet legislative requirements, minimise visual clutter and support the safety of passing motorists by reducing distractions.

Council also has access to free bus shelter advertising (city light and timetable panels) within the former Leichhardt local government area (Leichhardt, Balmain, Rozelle, Lilyfield, Annandale). Access is provided for one week per site, with a minimum lead time of two weeks. Council is responsible for the cost and the supply of the posters. Posters are also subject to advertising standards approval. For further information, including specifications and a full list of locations, contact Council's Communications team.

#### **4 Booking system**

Council has a centralised, internal banner/flag booking system, including a request form and availability calendar.

### *Calendar*

A live bookings calendar is available for viewing by all Council staff on Council's intranet.

The calendar ensures that:

- Council's core events and initiatives are promoted;
- Banner spaces are not 'double booked' by ensuring that teams across Council can clearly identify which site has been booked at any of Council's banner locations and for how long;
- Efficient use of banner space; and
- Council's Trades/Maintenance team can forecast labour requirements.

The calendar is 'read only' for staff to check availability and accessible for editing the by Communications and Trades/Maintenance teams, as the key teams involved in planning within this area. It can also be filtered by location for ease of use.

### *Booking form*

The internal banner and flag site booking form, available on the intranet, includes:

- Banner/flag details to ensure the correct banner/flag is hung;
- Banner/flag specifications;
- Banner/flag location and associated costs;
- An installation and removal date to ensure banners/flags are taken down promptly (within two days of an event being held);
- Where to collect/drop-off banners/flags; and
- Work order number for payment.

Council staff should email [banners@innerwest.nsw.gov.au](mailto:banners@innerwest.nsw.gov.au) with a completed form to book banner and flag space. This email address is managed by two nominated Council officials from the Communications team, who are authorised to manage banner approvals, schedule and prioritise bookings, and pass on works requests for action by the Maintenance team.

### *Prioritisation*

Internal banner/flag/temporary signage bookings are prioritised in the following order:

- a) Inner West Council run events and activities; and
- b) Inner West Council sponsored/partnered events and activities.

## **5 Design guidelines, specifications, production and approvals process**

Banner design must be approved by Inner West Council Communications team prior to production to ensure it meets Council's brand guidelines. Approval is required for all designs, even if banners and temporary signage have been used previously.

Production specifications have been put in place for consistent sizing and materials, to ensure a coherent visual identity for Council. Specifications are available on the banners booking form and by emailing [banners@innerwest.nsw.gov.au](mailto:banners@innerwest.nsw.gov.au)

Designs must be submitted for approval a minimum of six weeks prior to the proposed installation date. Artwork can be submitted as a low-res PDF or jpeg file via email to [banners@innerwest.gov.au](mailto:banners@innerwest.gov.au)

Banners and posters used in previous years are permitted to be reused if they are clean and free of fading, rips or tears. As a general rule, banners should be replaced every two years or if/when they become faded, tattered or out of date. A sticker may be used as a cost effective alternative to update a date to ensure banners can be reused.

Old and out-of-date banners and flags should be disposed of sustainably where possible – for example, by donating them to Reverse Garbage where appropriate. Reverse Garbage can be contacted on 9569 3132 to confirm their capacity for banners or flags prior to dropping off.

## **6 Additional requirements**

### *Legislative requirements*

*Division 2 Advertising and Signage Exempt Development Code of State Environmental Planning Policy (Exempt and Complying Development Codes) 2008* contains exempt provisions relating to the erection of various types of signage.

The following provisions are applicable to Council's use of banners and temporary signage:

### **Subdivision 11 Temporary event signs**

#### **2.102 Specified development**

The construction or installation of a sign or banner that advertises a commercial, community or retail event or a private function (including sponsorship of the event or function) is development specified for the purposes of this code.

#### **2.103 Development standards**

The standards specified for that development are that the development must:

- (a) not result in more than one banner and one other type of temporary sign facing any road frontage, and
- (b) not have a surface area of more than 6m<sup>2</sup>, and
- (c) be located wholly within the boundaries of the property or, if attached to a building, fence or wall, not project more than 100mm from the building, fence or wall, and
- (d) not be higher than 5m above ground level (existing), and
- (e) not be permanently fixed to a building, fence or wall, and
- (f) if advertising a commercial or retail event—not be constructed or installed in a residential zone, and
- (g) not be illuminated, and
- (h) not be displayed earlier than 14 days before the event, and
- (i) be removed within 2 days after the event.

The *State Environmental Planning Policy (Infrastructure) 2007* has exempt provisions for signs erected by a public authority as detailed below:

Existing signs—maintenance, replacement or change in display if existing sign is exempt under this Policy	<ul style="list-style-type: none"> <li>• Must not involve a change in area, form or shape.</li> </ul>
Identification, directional, community information or safety signs but not including roof-top signs or commercial advertising or signs associated with the use of road infrastructure (including signs associated with level crossings)	<ul style="list-style-type: none"> <li>• Surface area must not exceed 3.5m<sup>2</sup>.</li> <li>• Must be located wholly within property boundary or be attached to existing boundary fence and not projecting more than 100mm from fence.</li> <li>• Obtrusive effects of outdoor lighting must be controlled in accordance with AS 4282–1997, Control of the obtrusive effects of outdoor lighting.</li> </ul>
Identification, directional, community information or safety signs associated with the use of road infrastructure	<ul style="list-style-type: none"> <li>• Must be consistent with road safety policies and guidelines on outdoor advertising approved by the Secretary for the purpose of this provision and published in the Gazette.</li> </ul>
Temporary signs advertising an event and associated relevant details including sponsorship of the event	<ul style="list-style-type: none"> <li>• Surface area must not exceed 3.5m<sup>2</sup>.</li> <li>• Must be located wholly within property boundary.</li> <li>• Must not be displayed earlier than 28 days before event and must be removed within 14 days after event.</li> <li>• Obtrusive effects of outdoor lighting must be controlled in accordance with AS 4282–1997 Control of the obtrusive effects of outdoor lighting</li> </ul>

#### *Heritage requirements*

There is no limitation for banners and temporary signage on local or state heritage items, provided there is 'minimal impact' on the item.

The exempt provisions listed in the section above do not apply to state heritage items unless exemption is granted under Section 57 of the *Heritage Act*.

#### *Flag protocols*

Promotional flags do not need to adhere to the flag protocols which apply to the flying of the Australian national flag on Council flag poles:

<https://www.pmc.gov.au/government/australian-national-flag/australian-national-flag-protocols>

The above protocols outline how our national flag should be raised and lowered, and the order of precedence. The flying of the national flag takes precedence over any other flag. It should be flown at half-mast on days of national commemoration including Anzac Day (to

noon) and Remembrance Day (10:30-11:03am), and for mourning when directed by the state or federal governments, the Mayor or the General Manager.

Council is also committed to recognising our diverse community, including Indigenous, Lesbian Gay Bisexual Transgender Intersex Queer (LGBTIQ), and culturally and linguistically diverse communities.

As part of this recognition, Council flies the Australian Aboriginal flag alongside the Australian national and NSW flags at locations – such as town halls and flag poles – where there is capacity to do so.

Other flags may be flown during the year to mark special events and celebrations, such as the Rainbow flag during the Sydney Gay and Lesbian Mardi Gras Festival and the Torres Strait Islander flag during NAIDOC Week, Sorry Day and Reconciliation Week.

Requests to fly international flags for festivals and celebrations will be considered on their merit and resolved by Council. Approval to fly such flags must not override standing protocols to fly the Aboriginal flag at all times and the Torres Strait Islander flags on specific dates. In these cases, the NSW state flag is to be lowered to allow for the flying of approved additional flags. The request must be submitted at least two months prior to the proposed date and the flag is to be provided by the organisation making the request.

Upon receiving any requests from supporters of nations not recognised by Australia to fly a flag, Council must write to the Department of Foreign Affairs and Trade seeking advice on the context of the request.

#### *Occupational health and safety (OH&S)*

To minimise risks to staff and the general public, only approved Council staff may hang banners, flags and temporary signage. This is to ensure safe manual handling for staff and that banners, flags and temporary signage are safely secured for the public.

Only licensed Trades/Maintenance staff can hang and remove banners, flags and temporary signage in locations where height equipment is required, giving consideration to potential hazards such as power lines – see below relevant section from the Work Cover Code of Practice.

**Work Cover New South Wales 'Work Near Overhead Power Lines' Code of Practice 2006 – summary of key points.**

#### **WHAT IS WORK NEAR OVERHEAD POWER LINES?**

There are legislative obligations on employers, or other persons conducting a business or undertaking in regard to undertaking work in close proximity, or at an unsafe distance, to overhead power lines. Employers and persons conducting a business or undertaking must make sure that no person, plant or thing comes within an unsafe distance of any overhead or underground electric line so far as reasonably practicable. The term 'near' is utilised as a reference point for persons planning and undertaking this work. Work 'near' overhead power lines means a situation where there is a reasonable possibility of a person, either directly or through any conducting medium, coming closer than the approach distances specified in the Code. For the purposes of the Code the term 'near' can be interchanged with other legislative or commonly used industry terms i.e. 'close proximity', 'unsafe distance' or 'in the vicinity of'.

#### **PERSONNEL WORKING NEAR OVERHEAD POWER LINES**

The Code of practice is based on the assumption that without appropriate technical knowledge and experience of electricity distribution networks and associated electrical apparatus, untrained personnel working or operating cranes or plant near overhead power lines will not be able to identify the operating voltage concerned, and will therefore not be able to recognise and avoid the inherent dangers of live overhead power lines. These personnel are termed ordinary persons. The approach distances specified in this code of practice take account of differing levels of technical knowledge, and are substantially greater for ordinary persons than for personnel who have been trained and assessed as having the necessary technical knowledge. These personnel are termed accredited persons.

Council's Events staff can secure banners and temporary signage to ground-level fences and from footbridges. A minimum of two staff members must be present when putting up banners for safety reasons. Consideration should also be given as to whether any additional safety measures are required, such as additional equipment, traffic control, safe zones, notifications and completing works at particular times.

Staff moving or storing banners should adhere to safe manual handling practices at all times.

#### *Storage*

High rotation banners and former Leichhardt/Marrickville council banners are stored at the basement level of Petersham Town Hall.

Former Ashfield Council banners are stored in the basement level storage area of the Ashfield Service Centre and in the storeroom of the Ashfield Town Hall.

Council teams are required to source safe and suitable storage options for their own banners.

### **7 External use of Council space and facilities**

Given the limited availability of banner space and the cost involved in erecting banners, the use of banner/flags/temporary signage space on Council assets to community groups and businesses should be limited.

A limited number of banner locations are available to be booked by community organisations. Council may choose to provide space at the banner and flag sites outlined in

the fees and charges document on Council's website to external organisations, if the following requirements are met:

- The organisation pays Council the relevant fees and charges;
- The space is not already booked by Council; and
- The promotion is for a major hallmark Inner West event or a not-for-profit event held in the Inner West that is open to the public; or
- The promotion supports another activity or message that is aligned with Council's strategic plans.

The space should be booked by contacting [banners@innerwest.nsw.gov.au](mailto:banners@innerwest.nsw.gov.au).

External parties are responsible for the production and costs of their own banners, flags and temporary signage.

General community signage should not be placed on any additional Council assets not outlined in this policy. Council reserves the right to remove unauthorised banners or signs installed without approval, as per Council's graffiti policy, which also outlines Council's authority to potentially prosecute companies or individuals under the *Graffiti Control Act 2008*.

## **8 Cost recovery, fees and charges**

It costs Council up to several thousand dollars to hang banners, flags and temporary signage (depending on location) due to resourcing requirements, including staff time, labour costs, safety requirements, traffic management and hiring equipment such as cherry pickers.

It is therefore appropriate that fees and charges are levied both internally and externally to recover these costs and reflect the true cost of the service to Council.

### *Internal bookings*

The cost of banner/flag works is outlined in Council's internal banner and flag site booking form.

Staff should incorporate these fees into their budgets and should only book banner or flags space if they can afford to pay Trades/Maintenance to install and remove.

A work order number is also required on the form in order for works to proceed, to ensure that Council teams work fees for banners and flags into their budgets.

It should also be noted that the banners themselves cost a minimum of several hundred dollars to produce.

### *External bookings*

The current charges for banner and flag works are listed in the Inner West Fees and Charges 2017/2018 document on Council's website:

<https://www.innerwest.nsw.gov.au/council/policies-and-publications/fees-and-charges>

There are no provisions for fee waivers by Council staff.

## **9 Breaches of this policy**

Breaches of this policy by Council officials may result in disciplinary action, up to and including termination of employment.

Any alleged criminal offence or allegation of corrupt conduct will be referred to the relevant external agency.

## **10 Policy review**

This policy will be reviewed regularly as required and may change at any time subject to Council approval.

**Item No:** C0718 Item 2

**Subject:** LOCAL TRAFFIC COMMITTEE MEETING HELD ON 5 JUNE 2018

**Prepared By:** John Stephens - Traffic and Transport Services Manager

**Authorised By:** Wal Petschler - Group Manager Footpaths, Roads, Traffic and Stormwater

### SUMMARY

The minutes of the Local Traffic Committee Meeting held on 5 June 2018 are presented for Council consideration.

### RECOMMENDATION

**THAT the Minutes of the Local Traffic Committee Meeting held on 5 June 2018 be received and the recommendations be adopted.**

### ITEMS BY WARD

Ward	Item	Page Number
Leichhardt	LTC0618 Item 3 Road Occupancy-Dalhousie Street and Ramsay Street, Haberfield-Temporary road closures for the annual/bi-annual 'Haberfield Festa' food festival, Sunday 25 November 2018. (Leichhardt Ward/Summer Hill Electorate/Ashfield LAC)	Page 6
Leichhardt	LTC0618 Item 4 Dalhousie Street, Haberfield - road & traffic improvements (Leichhardt Ward / Summer Hill Electorate / Ashfield LAC)	Page 7
Leichhardt	LTC0618 Item 5 Boomerang Street, Haberfield - Haberfield North LATM - Traffic calming improvements (Leichhardt Ward / Summer Hill Electorate / Ashfield LAC)	Page 8
Leichhardt	LTC0618 Item 10 Intersection of Dudley Street and Waratah Street, Haberfield (Leichhardt Ward / Summer Hill Electorate / Ashfield LAC)	Page 13
Leichhardt	LTC0618 Item 17 Elizabeth Street, between Bastable Street and Railway Street, Croydon-Amendment to parking restrictions. (Leichhardt Ward/Strathfield Electorate/Ashfield LAC)	Page 20
Ashfield	LTC0618 Item 6 Davis Street, Dulwich Hill – Proposed Line Markings Design Plans (Ashfield Ward/Summer Hill Electorate/Inner West LAC)	Page 10
Ashfield	LTC0618 Item 7 Dulwich Street, Dulwich Hill – Proposed Line Markings Design Plans (Ashfield Ward/Summer Hill Electorate/Inner West LAC)	Page 11
Ashfield	LTC0618 Item 20 Frederick Street, Ashfield - Pedestrian Crossing Upgrade	Page 23
Balmain	LTC0618 Item 12 Trafalgar Street, Rose Street, Nelson Street and Nelson Lane,	Page 15

**Item 2**

	Annandale - Resident Parking Scheme (Balmain Ward/Balmain Electorate/Leichhardt LAC)	
Stanmore	LTC0618 Item 18 Clara Street, Newtown – Amendment To Proposed Motor Bikes Only Parking Restrictions (Stanmore Ward/Newtown Electorate/Inner West LAC)	Page 21
Marrickville	LTC0618 Item 1 Centennial Street, Marrickville – Temporary Road Closure For Special Event On Saturday 28 July 2018 (Marrickville Ward/Summer Hill Electorate/Inner West LAC)	Page 2
Marrickville	LTC0618 Item 2 Local Bicycle Route 3 (LR3) - Detailed Design Plans (Marrickville Ward/Summer Hill Electorate/Inner West LAC)	Page 5
Marrickville	LTC0618 Item 8 Black Street, Marrickville – Proposed Kerb Extensions Design Plans (Marrickville Ward/Newtown Electorate/Inner West LAC)	Page 11
Marrickville	LTC0618 Item 9 Victoria Road, Marrickville – Proposed Kerb Extensions Design Plans (Marrickville Ward/Newtown Electorate/Inner West LAC)	Page 12
Marrickville	LTC0618 Item 13 Philpott Street, Marrickville – Proposed Statutory No Stopping Restrictions (Marrickville Ward/Newtown Electorate/Inner West LAC)	Page 16
Marrickville	LTC0618 Item 14 Samuel Lane, Tempe – Proposed Statutory No Stopping & No Parking Restrictions (Marrickville Ward/Heffron Electorate/Inner West LAC)	Page 17
Marrickville	LTC0618 Item 15 Short Street, St Peters – Proposal to Extend Resident Permit Parking Restrictions – M12	Page 18
Marrickville	LTC0618 Item 16 Addison Road, Marrickville – Removal Of Redundant Timed No Parking Restrictions & Proposal For Short Term Parking Restrictions (Marrickville Ward/Newtown Electorate/Inner West LAC)	Page 19
Marrickville	LTC0618 Item 19 73 Mary Street, St Peters – S96 modification to amend Land and Environment Court Determination 2016/0030354 Condition 4 – Weekend Markets at ‘Precinct 75’	Page 22
All Wards	LTC0618 Item 11 Minor Traffic Facilities (All Wards / All Electorates / All LACs)	Page 14
All Wards	LTC0618 Item 21 File format of LTC Meeting Agenda	Page 23

**BACKGROUND**

Meeting of the Inner West Council Local Traffic Committee was held on 5 June 2018 at Petersham. The minutes of the June meeting are shown at **ATTACHMENT 1**.

**FINANCIAL IMPLICATIONS**

Projects proposed for implementation in 2017/18 are funded within existing budget allocations.

**PUBLIC CONSULTATION**

Specific projects have undergone public consultation as indicated in the respective reports to the Traffic Committee. Members of the public attended the meeting to address the Committee on specific items.

**ATTACHMENTS**

1. [↓](#) Minutes of the Local Traffic Committee meeting held on 5 June 2018

**Minutes of Local Traffic Committee Meeting  
Held at Council Chambers, Petersham Service Centre, on 5 June 2018**

**Meeting commenced at 10.03am**

**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**

Clr Marghanita Da Cruz

Mr Bill Holliday

Mr Chris Woods

Mr Daryl Ninham

LSC Alison Coleman

Leichhardt Ward (Attended at 10.10am, Chair from 10.22am – 12:15pm)

Representative for Jamie Parker MP, Member for Balmain

Representative for Ron Hoenig MP, Member for Heffron

Roads and Maritime Services

NSW Police – Glebe and Leichhardt Area Command

**OFFICERS IN ATTENDANCE**

Mr Bruno Sinatambou

Mr Colin Jones

Mr Wal Petschler

Mr John Stephens

Mr George Tsaprounis

Mr Joe Di Cesare

Mr Boris Muha

Mr David Yu

Mr Emilio Andari

Ms Jenny Adams

Mr Vinoth Srinivasan

Mr Davide Torresan

Ms Snezana Bakovic

Mr Nathan Parish

Mr Predrag Gudelj

Ms Christina Ip

State Transit Authority

Inner West Bicycle Coalition

IWC's Group Manager, Roads, Traffic and Stormwater  
(Chair from 10.03am–10.22am)

IWC's Traffic and Transport Services Manager

IWC's Coordinator Traffic and Parking Services (South)

IWC's Coordinator Design Services

IWC's Engineer – Traffic and Parking Services

IWC's Engineer – Traffic and Parking Services

IWC's Engineer – Traffic and Parking Services

IWC's Engineer – Traffic and Parking Services

IWC's Engineer – Traffic and Parking Services

IWC's Civil Engineer

IWC's Project Manager – Traffic & Transport Projects

Consultant – Complete Urban

IWC's Project Manager – Transport Infrastructure

IWC's Business Administration Officer

**VISITORS**

Mr Jim Mitsopoulos

Mr Paul McGahen

Mr Sue Lord

Ms Caitlin Crawford

Mr Greg Croaker

Mr Charles Cameron

Item 5

Item 5

Item 9

Item 9

Item 12

Item 16

**APOLOGIES:**

Ms Jo Haylen MP

Ms Sarina Foulstone

Clr Julie Passas

Mr Manod Wickramasinghe

Member for Summer Hill

Representative for Jo Haylen MP, Member for Summer Hill

Chair, Deputy Mayor – Ashfield Ward

IWC's Coordinator Traffic and Parking Services (North)

**DISCLOSURES OF INTERESTS:**

Nil.

**CONFIRMATION OF MINUTES**

The minutes of the Local Traffic Committee Meeting held on Tuesday, 1 May 2018 were confirmed.

**MATTERS ARISING FROM COUNCIL'S RESOLUTION OF MINUTES**

The Local Traffic Committee recommendation of its meeting held on 1 May 2018 were adopted at Council's meeting held on 22 May 2018, with the following changes:

1. That Council receive a further report in respect to Item 2 on the implementation of the safety improvements at Windsor and Old Canterbury Roads, including recommendations for further appropriate measures (whether by Council or RMS) to improve safe access for turning onto Old Canterbury Road from Dulwich Hill; and
2. Item 2 be deferred to allow Councillors to undertake a site inspection.

**LTC0618 Item 1 Centennial Street, Marrickville – Temporary Road Closure For Special Event On Saturday 28 July 2018 (Marrickville Ward/Summer Hill Electorate/Inner West LAC)****SUMMARY**

A Development Application was received from the Music & Booze Company together with the Newtown Rugby League Football Club to hold the Beer, Footy & Food Festival 2018 on Saturday 28 July 2018 at Henson Park Oval and on Centennial Street, Marrickville between Sydenham Road and the entrance gate to Henson Park Oval.

It is recommended that Council agree to the temporary full-road closure of the subject section of Centennial Street, Marrickville on Saturday 28 July 2018 (weather permitted) or alternatively on Saturday 18 August 2018 subject to complying with the following conditions; apply to the RMS for consent to close the subject road, subject to the event being advertised, a Traffic Management Plan be submitted to the RMS for approval, a Road Occupancy License be obtained from the Transport Management Centre and advice of the proposed event being forwarded to the appropriate authorities including emergency services.

**Officer's Recommendation****THAT:**

1. The proposed temporary full-road closure of Centennial Street, Marrickville between Sydenham Road and the entrance gate to Henson Park Oval on Saturday 28 July 2018 between 8.00am and 8.00pm (weather permitted) or Saturday 18 August 2018 between 8.00am and 8.00pm, for the holding of the Beer, Footy & Food Festival 2018 at Henson Park Oval, be **APPROVED**, subject to the approval of the Development Application and the applicant complying with the following conditions:

a) A fee of \$1,540.00 for the temporary road closure is payable by the applicant in accordance with Council's Fees and Charges;

b) The temporary full road closure be advertised by the applicant in the local newspaper providing 28 days' notice for submissions, in accordance with the Roads Act;

- c) A Traffic Management Plan (TMP) be submitted by the applicant to the Roads and Maritime Services for consideration and approval;
- d) A Traffic Control Plan (TCP) which has been prepared by a certified Traffic Controller, is to be submitted to Council for review with a copy of the Traffic Controller's certification number attached to the plan, not less than 5 days prior to implementation of the closure;
- e) A Road Occupancy License application be obtained by the applicant from the Transport Management Centre;
- f) Notice of the proposed event is forwarded by the applicant to the NSW Police Local Area Commander, State Transit Authority, NSW Fire Brigades and NSW Ambulance Services;
- g) Advance notifications signs advising of the proposed road closure and traffic diversions to be strategically installed and maintained by the applicant at least two (2) weeks prior to the event;
- h) A 4-metre wide emergency vehicle access must be maintained through the closed road areas during the course of the event;
- i) All affected residents and businesses shall be notified in writing by the applicant of the proposed temporary road closure at least two (2) weeks prior to the event, with the applicant making reasonable provision for residents and businesses;
- j) Adequate vehicular traffic control shall be provided for the protection and convenience of pedestrians and motorists including appropriate signage and flagging. Workers shall be specially designated for this role (and carry appropriate certificates), as necessary to comply with this condition. This is to be carried out in accordance with the Australian Standard AS 1742.3 – Traffic Control Devices for works on roads;
- k) Water filled barriers be placed at the road closure points to protect against any possible errant vehicles; and

2. The applicant be advised in terms of this report and that all costs for advertising the event and implementation of the road closure are to be borne by the applicant.

### **DISCUSSION**

The Member for Summer Hill wrote to Council requesting that affected residents be notified in writing well in advance of the proposed road closure and festival.

The Committee members agreed to amend the recommendation to state that residents and businesses be notified of the temporary road closure at least three (3) weeks prior to the event.

### **COMMITTEE RECOMMENDATION**

**THAT:**

1. The proposed temporary full-road closure of Centennial Street, Marrickville between Sydenham Road and the entrance gate to Henson Park Oval on Saturday 28

July 2018 between 8.00am and 8.00pm (weather permitted) or Saturday 18 August 2018 between 8.00am and 8.00pm, for the holding of the Beer, Footy & Food Festival 2018 at Henson Park Oval, be APPROVED, subject to the approval of the Development Application and the applicant complying with the following conditions:

- a) A fee of \$1,540.00 for the temporary road closure is payable by the applicant in accordance with Council's Fees and Charges;
- b) The temporary full road closure be advertised by the applicant in the local newspaper providing 28 days' notice for submissions, in accordance with the Roads Act;
- c) A Traffic Management Plan (TMP) be submitted by the applicant to the Roads and Maritime Services for consideration and approval;
- d) A Traffic Control Plan (TCP) which has been prepared by a certified Traffic Controller, is to be submitted to Council for review with a copy of the Traffic Controller's certification number attached to the plan, not less than 5 days prior to implementation of the closure;
- e) A Road Occupancy License application be obtained by the applicant from the Transport Management Centre;
- f) Notice of the proposed event is forwarded by the applicant to the NSW Police Local Area Commander, State Transit Authority, NSW Fire Brigades and NSW Ambulance Services;
- g) Advance notifications signs advising of the proposed road closure and traffic diversions to be strategically installed and maintained by the applicant at least two (2) weeks prior to the event;
- h) A 4-metre wide emergency vehicle access must be maintained through the closed road areas during the course of the event;
- i) All affected residents and businesses shall be notified in writing by the applicant of the proposed temporary road closure at least three (3) weeks prior to the event, with the applicant making reasonable provision for residents and businesses;
- j) Adequate vehicular traffic control shall be provided for the protection and convenience of pedestrians and motorists including appropriate signage and flagging. Workers shall be specially designated for this role (and carry appropriate certificates), as necessary to comply with this condition. This is to be carried out in accordance with the Australian Standard AS 1742.3 – Traffic Control Devices for works on roads;
- k) Water filled barriers be placed at the road closure points to protect against any possible errant vehicles; and

2. The applicant be advised in terms of this report and that all costs for advertising the event and implementation of the road closure are to be borne by the applicant.

**For motion: Unanimous**

**SUMMARY**

On November 2016, Council approved a final concept plan for improvement to Local Route 3, bicycle route identified in Council's Bicycle Plan. LR3) is located on Livingstone Road, from Jersey Street to Marrickville Park. The aim of the proposal was to make LR3 bicycle route more safe, convenient and more enjoyable for people of all ages and ability to ride.

The draft design plans are based on the approved concept plan and are presented in this report for the Local Traffic Committee's consideration. The proposed improvements will complete missing links in Council's bicycle network and enhance bicycle access to public transport, local shops and other destinations.

This report recommends that the detail plans for LR3 be endorsed for community consultation for 28 days, with a further report to be prepared detailing outcomes of the consultation and the final detail design.

**Officer's Recommendation****THAT:**

- 1. The draft detail plan (Design Plan No 6176) for Local Bicycle Route 3 be endorsed for community consultation; and**
- 2. Following community consultation, a further report be prepared detailing outcomes of consultation and the final detail design plan.**

**DISCUSSION**

The representative for the Member for Balmain objected to the design stating that he considers the road width of 12.8m is too narrow for a bidirectional cycle lane. He also expressed concern for safety near the child care centre due to the narrow cycle lane. The representative also suggested that these issues could be solved with a shared path.

Council Officers advised that the proposed width of the bidirectional cycle lane is the maximum that can be provided and was previously supported and endorsed by Council at the concept design stage. It was also advised that a separated cycleway has been proposed due to the high traffic volumes on Livingstone Road. The design has been subjected to a Road Safety Audit and design modifications incorporated where needed.

The representative for the Inner West Bicycle Coalition advised that Bike Marrickville supports the proposal and that the proposal will cater for a range of cyclists.

The Committee members agreed with the Officer's recommendation.

**COMMITTEE RECOMMENDATION****THAT:**

- 1. The draft detail plan (Design Plan No 6176) for Local Bicycle Route 3 be endorsed for community consultation; and**
- 2. Following community consultation, a further report be prepared detailing outcomes of consultation and the final detail design plan.**

**For motion:** Unanimous

**LTC0618 Item 3 Road Occupancy-Dalhousie Street and Ramsay Street, Haberfield-Temporary road closures for the annual/bi-annual 'Haberfield Festa' food festival, Sunday 25 November 2018. (Leichhardt Ward/Summer Hill Electorate/Ashfield LAC)**

### **SUMMARY**

Council seeks the support of the Committee for the temporary closures of Dalhousie Street and Ramsay Street, Haberfield, for the annual/bi-annual Haberfield (Festa) food festival event on the Sunday 25 November 2018, as recommended below.

### **Officer's Recommendation**

**THAT the road closure application for the 'Haberfield Festa Food Festival' on the Sunday 25 November 2018 be supported, subject to the following conditions:**

- 1. The road closure be restricted to occur from 6.00am and 6.00pm in Ramsay Street (between Gillies Avenue and St. David's Road/Kingston Street) and Dalhousie Street (between Dickson Street and Winchcombe Avenue);**
- 2. A Traffic Management Plan (TMP) be submitted to and approved by RMS, and an application for a road Occupancy License be forwarded to and approved by the Transport Management Centre;**
- 3. Notice of the proposed event is forwarded to the emergency services, i.e. NSW Police, Fire and Rescue NSW and NSW Ambulance Service;**
- 4. A 4- metre wide emergency service access must be maintained through the closed road areas during the course of the event;**
- 5. Council through its 'Community Service' notify/consult with all affected residents and/or businesses in the area, and conduct a letter-box/leaflet drop notifying the local community of the road closure event at least two (2) weeks prior to the event;**
- 6. The temporary full road closure be advertised in the local newspaper providing 28 days' notice for submissions, in accordance with the Roads Act;**
- 7. Advance notification signs for the event are strategically installed at least one (1) weeks prior to the event; and**
- 8. Adequate Vehicular traffic control shall be provided for the protection and convenience of pedestrians and motorists including appropriate signage and flagging. Workers shall be specifically designated for this role (and carry appropriate certificates), as necessary to comply with this condition. This is to be carried out in accordance with the Australian Standard AS 1742.3- Traffic Control Devices for works on roads.**

### **DISCUSSION**

The Committee members agreed with the Officer's recommendation.

### **COMMITTEE RECOMMENDATION**

**THAT the road closure application for the 'Haberfield Festa Food Festival' on the**

Sunday 25 November 2018 be supported, subject to the following conditions:

1. The road closure be restricted to occur from 6.00am and 6.00pm in Ramsay Street (between Gillies Avenue and St. David's Road/Kingston Street) and Dalhousie Street (between Dickson Street and Winchombe Avenue);
2. A Traffic Management Plan (TMP) be submitted to and approved by RMS, and an application for a road Occupancy License be forwarded to and approved by the Transport Management Centre;
3. Notice of the proposed event is forwarded to the emergency services, i.e. NSW Police, Fire and Rescue NSW and NSW Ambulance Service;
4. A 4- metre wide emergency service access must be maintained through the closed road areas during the course of the event;
5. Council through its 'Community Service' notify/consult with all affected residents and/or businesses in the area, and conduct a letter-box/leaflet drop notifying the local community of the road closure event at least two (2) weeks prior to the event;
6. The temporary full road closure be advertised in the local newspaper providing 28 days' notice for submissions, in accordance with the Roads Act;
7. Advance notification signs for the event are strategically installed at least one (1) weeks prior to the event; and
8. Adequate Vehicular traffic control shall be provided for the protection and convenience of pedestrians and motorists including appropriate signage and flagging. Workers shall be specifically designated for this role (and carry appropriate certificates), as necessary to comply with this condition. This is to be carried out in accordance with the Australian Standard AS 1742.3- Traffic Control Devices for works on roads.

**For motion:** Unanimous

**LTC0618 Item 4 Dalhousie Street, Haberfield - road & traffic improvements (Leichhardt Ward / Summer Hill Electorate / Ashfield LAC)**

### **SUMMARY**

Detailed design plans have been finalised for the proposed road and traffic improvements in Dalhousie Street, Haberfield between Denman Avenue and Ramsay Street as part of Council's 2018/19 Capital Works Program for Traffic Facilities.

The proposed works on Dalhousie Street include kerb & gutter reconstruction works, footpath reconstruction, resurfacing of roadway, additional landscaping, construction of kerb extensions, construction of a landscaped central median island and installation of associated line marking and signage.

### **Officer's Recommendation**

**THAT** the detailed design plans for the proposed landscaping works, maintenance works, construction of kerb extensions, construction of a landscaped central median island and installation of associated line marking and signage on Dalhousie Street, Haberfield between Denman Avenue and Ramsay Street (as per plan No. 10019) be approved.

**DISCUSSION**

The Committee members agreed with the Officer's recommendation.

**COMMITTEE RECOMMENDATION**

**THAT the detailed design plans for the proposed landscaping works, maintenance works, construction of kerb extensions, construction of a landscaped central median island and installation of associated line marking and signage on Dalhousie Street, Haberfield between Denman Avenue and Ramsay Street (as per plan No. 10019) be approved.**

**For motion:** Unanimous

**LTC0618 Item 5 Boomerang Street, Haberfield - Haberfield North LATM - Traffic calming improvements (Leichhardt Ward / Summer Hill Electorate / Ashfield LAC)**

**SUMMARY**

Detailed design plans have been finalised for the proposed road and traffic improvements in Boomerang Street, Haberfield as part of Council's Capital Works Program for Traffic Facilities.

The proposed works include the upgrade of an existing at-grade pedestrian (zebra) crossing to a raised pedestrian (zebra) crossing, introduction of speed calming devices and upgraded bicycle facilities with associated line marking and signposting.

**Officer's Recommendation**

**THAT the detailed design plans for the raised pedestrian crossing, traffic calming devices, bicycle facilities and kerb blisters with associated signposting and line marking in Boomerang Street, Haberfield (as per plan Nos. 10013 & 10014) be approved.**

**DISCUSSION**

*Public speakers: Mr Jim Mitsopoulos and Mr Paul McGahen, residents of Boomerang Street, Haberfield (attended at 10.05am)*

Mr Mitsopoulos expressed his support for proposed traffic calming measures in Boomerang Street and added the following:

- There is a need for traffic calming measures outside 22 Boomerang Street due to poor visibility caused by the curvature in the street.
- A speed hump previously installed in the street worked well in reducing speed on approach to the pedestrian crossing and made it safer for vehicles reversing out of driveways. However, since the removal of the speed hump, traffic speeds have increased making it dangerous for pedestrians and residents reversing from driveways.
- There have been many instances of vehicles crashing into property and near misses.
- He has concerns with the proposed height of the speed hump which will be reduced from the typical 100mm to 90mm due to the device located on a bus route. He would like the speed hump to be constructed at the maximum height to reduce the speed of buses as well as cars.
- The lighting at the existing pedestrian crossing could be improved with angled

lighting as the crossing currently only has vertical lighting.

- Requested Council consider reducing the speed zone from 50km/h to 40km/h for Boomerang Street and the surrounding area.

Council Officers advised that as part of the pedestrian crossing design, the lighting will be reviewed to ensure that it complies to standards. Mr Mitsopoulos was also advised that the review of speed zones is under the jurisdiction of the RMS and 40km/h speed zones are typically considered for school zones or high pedestrian activity areas.

Mr McGahen also stated he supported traffic calming measures on Boomerang Street, however, he expressed the following:

- The majority of pedestrians who cross Boomerang Street do not use the existing crossing and instead, cross at the northern side of the roundabout. The recommendation would do nothing to encourage pedestrians to use the pedestrian crossing rather than crossing at the roundabout.
- He surveyed the street during morning peak and in two hours observed 35 people crossing at the pedestrian crossing and 69 people crossing at the roundabout. During an hour of observation in the afternoon, 21 people were seen using the pedestrian crossing and 31 people were seen crossing at the roundabout. Many of the pedestrians were school children, some unaccompanied by an adult.
- Suggested moving the existing pedestrian crossing to 10-20m from the roundabout. The proposed speed cushions in front of 22 Boomerang Street could be substituted with a new raised pedestrian crossing. This would create two pedestrian crossings about 150m apart and move pedestrian activity away from the roundabout.  
*(Mr Mitsopoulos and Mr McGahen left at 10.22am)*

Council Officers advised that Council will be receiving RMS Black Spot funding for the installation of speed cushions at all approaches to the roundabout to reduce traffic speeds and improve pedestrian safety.

Council Officers stated that the existing pedestrian crossing was strategically placed in Boomerang Street as it was an established path to the nearby school. Relocating the proposed raised crossing closer to the roundabout would increase the distance to the next traffic calming device to over 100m and would increase speeding between the two traffic calming devices. Council Officers advised that the recommended devices have been strategically located to control speeding along that section of Boomerang Street. It was also noted that there are pedestrian refuges on all legs of the roundabout to assist safe crossing.

Some Committee members questioned the proposed removal of the refuges at the existing pedestrian crossing and suggested that the design of the raised pedestrian crossing be reviewed to better understand advantages/disadvantages of the design options.

The representative for the Member for Balmain requested that there not be plantings on the proposed kerb extension on the approach side to ensure clear sightlines. Council Officers advised that during detailed design, Council Officers will ensure that any plantings will not be higher than 50cm, as per the standards.

It was agreed that the item be deferred to allow Council Officers to review the design of the raised pedestrian crossing and incorporate proposals for traffic calming under the Black Spot Program.

#### **COMMITTEE RECOMMENDATION**

**THAT the detailed design plans for the raised pedestrian crossing, traffic calming devices, bicycle facilities and kerb blisters with associated signposting and line marking in Boomerang Street, Haberfield (as per plan Nos. 10013 & 10014) be deferred for further review and incorporate proposals for traffic calming under the Black Spot**

**Program.**

**For motion:** Unanimous

**LTC0618 Item 6 Davis Street, Dulwich Hill – Proposed Line Markings Design Plans  
(Ashfield Ward/Summer Hill Electorate/Inner West LAC)**

**SUMMARY**

A detailed design plan has been finalised for the proposed traffic calming improvements in Davis Street, Dulwich Hill, between Windsor Road and Denison Road, as part of the Dulwich Hill North LATM study implementation. The proposal for line markings with associated signs on Davis Street will improve safety and calm traffic.

Consultation was undertaken with owners and occupiers of properties adjacent to Davis Street, regarding the proposal. A summary of the consultation results are presented in this report for consideration. It is recommended that the proposed detailed design plans be approved.

**Officer's Recommendation**

**THAT the design plans for the proposed line markings with associated signs in Davis Street, Dulwich Hill, between Windsor Road and Denison Road (as per design plan No. 6202) be APPROVED.**

**DISCUSSION**

The Committee members agreed with the Officer's recommendation.

**COMMITTEE RECOMMENDATION**

**THAT the design plans for the proposed line markings with associated signs in Davis Street, Dulwich Hill, between Windsor Road and Denison Road (as per design plan No. 6202) be APPROVED.**

**For motion:** Unanimous

**LTC0618 Item 7 Dulwich Street, Dulwich Hill – Proposed Line Markings Design Plans  
(Ashfield Ward/Summer Hill Electorate/Inner West LAC)**

**SUMMARY**

A detailed design plan has been finalised for the proposed traffic calming improvements in Dulwich Street, Dulwich Hill, between Denison Road and New Canterbury Road, as part of the Dulwich Hill North LATM study implementation. The proposal for line markings with associated signs on Dulwich Street will improve safety and calm traffic.

Consultation was undertaken with owners and occupiers of properties adjacent to Dulwich Street, regarding the proposal. A summary of the consultation results are presented in this report for consideration. It is recommended that the proposed detailed design plans be approved.

**Officer's Recommendation**

**THAT the design plans for the proposed line markings with associated signs in Dulwich Street, Dulwich Hill, between Denison Road and New Canterbury Road (as per design plan No. 6201) be APPROVED.**

**DISCUSSION**

The Committee members agreed with the Officer's recommendation.

**COMMITTEE RECOMMENDATION**

**THAT the design plans for the proposed line markings with associated signs in Dulwich Street, Dulwich Hill, between Denison Road and New Canterbury Road (as per design plan No. 6201) be APPROVED.**

**For motion: Unanimous**

**LTC0618 Item 8 Black Street, Marrickville – Proposed Kerb Extensions Design Plans (Marrickville Ward/Newtown Electorate/Inner West LAC)**

**SUMMARY**

A detailed design plan has been finalised for the proposed traffic calming improvements in Black Street, Marrickville, at Llewellyn Street, as part of the Marrickville East LATM study implementation. The proposal for kerb extensions with a new kerb and gutter alignment and associated signs and line markings will improve pedestrian safety and traffic conditions at this location.

Consultation was undertaken with owners and occupiers of properties adjacent to Black Street and Llewellyn Street, regarding the proposal. A summary of the consultation results are presented in this report for consideration. It is recommended that the proposed detailed design plans be approved.

**Officer's Recommendation**

**THAT the design plans for the proposed kerb extensions with a new kerb and gutter alignment and associated signs and line markings in Black Street, Marrickville, at Llewellyn Street (as per design plan No. 10015) be APPROVED.**

**DISCUSSION**

The Committee members agreed with the Officer's recommendation.

**COMMITTEE RECOMMENDATION**

**THAT the design plans for the proposed kerb extensions with a new kerb and gutter alignment and associated signs and line markings in Black Street, Marrickville, at Llewellyn Street (as per design plan No. 10015) be APPROVED.**

**For motion: Unanimous**

**LTC0618 Item 9 Victoria Road, Marrickville – Proposed Kerb Extensions Design Plans  
(Marrickville Ward/Newtown Electorate/Inner West LAC)****SUMMARY**

A detailed design plan has been finalised for the proposed traffic calming improvements in Victoria Road, Marrickville, at Leicester Street and at Bourne Street, as part of the Marrickville East LATM study implementation. The proposal for kerb extensions with a new kerb and gutter alignment and associated signs and line markings will improve pedestrian safety and traffic conditions at this location.

Consultation was undertaken with owners and occupiers of properties adjacent to Victoria Road, Leicester Street and Bourne Street, regarding the proposal. A summary of the consultation results are presented in this report for consideration. It is recommended that the proposed detailed design plans be approved.

**Officer's Recommendation**

**THAT the design plans for the proposed kerb extensions with a new kerb and gutter alignment and associated signs and line markings in Victoria Road, Marrickville, at Leicester Street and at Bourne Street (as per design plan No. 10016) be APPROVED.**

**DISCUSSION**

*Public speakers: Ms Sue Lord and Caitlin Crawford (attended at 10.23am)*

Ms Lord stated that she supported the recommendation and expressed the following issues:

- Pedestrians often have to cross Victoria Road to access Annette Kellerman pool and Enmore Park; however, there is currently no safe way to cross Victoria Road to access these facilities.
- Whilst the proposed kerb extension is a good idea, she is not convinced that this measure will sufficiently reduce traffic speeds. There is a need for pedestrian access facilities along Victoria Road.
- Although Council has undertaken traffic volume counts, pedestrian volume counts in Victoria Road have not been undertaken.
- Suggested installing a raised pedestrian crossing on Victoria Road, near the Leicester Street intersection.

Ms Crawford supported the recommendations and stated the following:

- She also believes there is a need for a pedestrian crossing on Victoria Road. Every street adjacent to Enmore Park have marked pedestrian crossings except for Victoria Road.
- Speeding is common on Victoria Road and there are been many near misses.

*(Ms Lord and Ms Crawford left at 10.33am)*

Council Officers advised that the street is not likely to meet a warrant for a marked pedestrian crossing based on vehicle counts and stated that a pedestrian refuge would impact on swept paths at the intersection and parking. It was advised that the proposed changes to Victoria Road would narrow the road and improve sightlines, making it safer for pedestrians to cross. However, Council Officers will undertake pedestrian counts to ascertain whether pedestrian volumes warrant a marked pedestrian crossing.

The Committee members agreed with the Officer's recommendation with an additional recommendation to undertake pedestrian counts on Victoria Road.

**COMMITTEE RECOMMENDATION**

**THAT:**

1. The design plans for the proposed kerb extensions with a new kerb and gutter alignment and associated signs and line markings in Victoria Road, Marrickville, at Leicester Street and at Bourne Street (as per design plan No. 10016) be APPROVED; and
2. Council Officers undertake an analysis to determine whether RMS warrants can be met for a marked pedestrian (zebra) crossing in Victoria Road at Leicester Street intersection.

**For motion: Unanimous**

**LTC0618 Item 10 Intersection of Dudley Street and Waratah Street, Haberfield  
(Leichhardt Ward / Summer Hill Electorate / Ashfield LAC)**

**SUMMARY**

Council has received concerns regarding vehicles obstructing sight lines and manoeuvring space by parking too close to the intersection of Dudley Street at Waratah Street, Haberfield.

**Officer's Recommendation**

**THAT:**

1. A 7.5m 'No Stopping' zone be installed on the eastern side of Dudley Street, north of Waratah Street; and
2. A 10m 'No Stopping' zone be installed on the northern side of Waratah Street, east of Dudley Street.

**DISCUSSION**

The Committee members agreed with the Officer's recommendation.

**COMMITTEE RECOMMENDATION**

**THAT:**

1. A 7.5m 'No Stopping' zone be installed on the eastern side of Dudley Street, north of Waratah Street; and
2. A 10m 'No Stopping' zone be installed on the northern side of Waratah Street, east of Dudley Street.

**For motion: Unanimous**

**LTC0618 Item 11 Minor Traffic Facilities (All Wards / All Electorates / All LACs)**

**SUMMARY**

This report considers minor traffic facility applications received by Inner West Council, and includes 'Disabled Parking' and 'Works Zone' requests.

**Officer's Recommendation**

**THAT:**

1. The 6m 'Disabled Parking' zone in front of property No.2 Lonsdale Street, Lilyfield, be removed as it is no longer required;
2. The 6m 'Disabled Parking' zone in front of property No.25A Shaw Street, Petersham, be removed as it is no longer required; and
3. A 20m 'Works Zone 7.00am - 5.30pm Mon-Sat' be installed in front of No.31-33 Lewisham Street, Dulwich Hill for 6 months.

**DISCUSSION**

The Committee members agreed with the Officer's recommendation.

**COMMITTEE RECOMMENDATION**

**THAT:**

1. The 6m 'Disabled Parking' zone in front of property No.2 Lonsdale Street, Lilyfield, be removed as it is no longer required;
2. The 6m 'Disabled Parking' zone in front of property No.25A Shaw Street, Petersham, be removed as it is no longer required; and
3. A 20m 'Works Zone 7.00am - 5.30pm Mon-Sat' be installed in front of No.31-33 Lewisham Street, Dulwich Hill for 6 months.

**For motion:** Unanimous

**LTC0618 Item 12 Trafalgar Street, Rose Street, Nelson Street and Nelson Lane, Annandale - Resident Parking Scheme (Balmain Ward/Balmain Electorate/Leichhardt LAC)**

**SUMMARY**

Council has received correspondence from a number of residents of Trafalgar Street, Rose Street, Nelson Street and Nelson Lane, requesting Area A1 Residential Parking Scheme (RPS) restrictions in their streets to deter commuter/long stay parking.

This report provides the result of the resident parking scheme investigation in Trafalgar Street, Rose Street, Nelson Street and Nelson Lane, Annandale.

**Officer's Recommendation**

**THAT** the proposed Resident Parking Scheme in Trafalgar Street, Rose Street, Nelson Street, and Nelson Lane not be supported at the present time due to less than 50% support received from the consulted residents.

**DISCUSSION**

*Public speaker: Mr Greg Croaker, resident of Rose Street, Annandale (attended at 10.35am)*

Mr Croaker made the following comments:

- The unrestricted parking spaces in Rose Street is often utilised by:
  - commuters using public transport to travel to the city
  - users of the airport who occupy parking spaces for extended periods
  - Mirvac apartment residents
  - Tram Shed employees
- Residents often have to park several blocks away from their home as a result of non-residents parking in Rose Street.
- A petition raised in support of a Resident Parking Scheme was signed by over 50% of Rose Street residents who supported 24/7 parking restrictions.
- Some residents can only use on-street parking as they have no off-street parking and Council has denied applications for the construction of an off-street parking space on their properties.

*(Mr Croaker left at 10.49am)*

Council Officers suggested that, due to the survey results not indicating clear support or opposition to the Resident Parking Scheme proposed for both sides of Trafalgar Street, Rose Street, Nelson Street and Nelson Lane, a Resident Parking Scheme on one side of streets be investigated as a compromise. The Committee members agreed to defer the item for further investigation.

**COMMITTEE RECOMMENDATION**

**THAT the proposed Resident Parking Scheme in Trafalgar Street, Rose Street, Nelson Street and Nelson Lane, Annandale be deferred for further investigation to consider a Scheme being introduced on one side of streets.**

**For motion:** Unanimous

**LTC0618 Item 13 Philpott Street, Marrickville – Proposed Statutory No Stopping Restrictions (Marrickville Ward/Newtown Electorate/Inner West LAC)**

**SUMMARY**

A request has been received from a local resident for the provision of 'No Stopping' restrictions to deter illegal parking on the western side of Philpott Street, Marrickville, at its intersection with Gordon Street. The resident has advised that vehicles are regularly parked too close to the intersection, restricting sightlines for motorists turning into Philpott Street.

It is recommended that statutory 'No Stopping' restrictions be installed on the western side of Philpott Street, both north and south from its intersection with Gordon Street for a distance of 10 metres in order to deter illegal parking, increase safety and improve visibility and access for turning motorists.

**Officer's Recommendation**

**THAT:**

- 1. The installation of a statutory 'No Stopping' restrictions on the western side of**

Philpott Street, Marrickville, for a distance of 10 metres, both north and south from its intersection with Gordon Street (adjacent to property no. 11-23 Gordon Street & property no. 2 Gordon Street) be APPROVED, in order to deter illegal parking, increase safety and improve motorist visibility and access for turning motorists; and

2. The applicant, affected residents and Council Rangers be advised in terms of this report.

### **DISCUSSION**

The Committee members agreed with the Officer's recommendation.

### **COMMITTEE RECOMMENDATION**

**THAT:**

1. The installation of a statutory 'No Stopping' restrictions on the western side of Philpott Street, Marrickville, for a distance of 10 metres, both north and south from its intersection with Gordon Street (adjacent to property no. 11-23 Gordon Street & property no. 2 Gordon Street) be APPROVED, in order to deter illegal parking, increase safety and improve motorist visibility and access for turning motorists; and

2. The applicant, affected residents and Council Rangers be advised in terms of this report.

**For motion:** Unanimous

**LTC0618 Item 14 Samuel Lane, Tempe – Proposed Statutory No Stopping & No Parking Restrictions (Marrickville Ward/Heffron Electorate/Inner West LAC)**

### **SUMMARY**

A request has been received from a local resident for the provision of 'No Parking' restrictions in Samuel Lane, Tempe, to address concerns regarding vehicles obstructing access to and from residential garages and to allow access through the laneway for vehicles.

It is recommended that statutory 'No Stopping' restrictions be installed on both sides of Samuel Lane, at its intersection with Samuel Street and its intersection with Lymerston Street, and that 'No Parking' restrictions be installed along both sides of Samuel Lane, between Samuel Street and Lymerston Street, in order to provide unobstructed vehicular access to the off-street car parking spaces, and to allow access through the laneway for vehicles and increase safety.

### **Officer's Recommendation**

**THAT:**

1. The installation of a statutory 'No Stopping' restrictions (10 metres in length) on both sides of Samuel Lane, Tempe, at its intersection with Samuel Street and its intersection with Lymerston Street, be APPROVED, in order to provide unobstructed

vehicular access into the laneway, as well as to allow access through the laneway for vehicles and improve safety;

2. The installation of a 'No Parking' restrictions (55 metres in length) along both sides of Samuel Lane, Tempe, between Samuel Street and Lymerston Street, be **APPROVED**, in order to provide unobstructed vehicular access to the off-street car parking spaces, as well as to allow access through the laneway for vehicles and increase safety; and

3. The applicant, affected residents and Council Rangers be advised in terms of this report.

### **DISCUSSION**

The Committee members agreed with the Officer's recommendation.

### **COMMITTEE RECOMMENDATION**

**THAT:**

1. The installation of a statutory 'No Stopping' restrictions (10 metres in length) on both sides of Samuel Lane, Tempe, at its intersection with Samuel Street and its intersection with Lymerston Street, be **APPROVED**, in order to provide unobstructed vehicular access into the laneway, as well as to allow access through the laneway for vehicles and improve safety;

2. The installation of a 'No Parking' restrictions (55 metres in length) along both sides of Samuel Lane, Tempe, between Samuel Street and Lymerston Street, be **APPROVED**, in order to provide unobstructed vehicular access to the off-street car parking spaces, as well as to allow access through the laneway for vehicles and increase safety; and

3. The applicant, affected residents and Council Rangers be advised in terms of this report.

**For motion:** Unanimous

### **LTC0618 Item 15 Short Street, St Peters – Proposal to Extend Resident Permit Parking Restrictions – M12**

#### **SUMMARY**

Council received representations from a number of residents living in the St Peters area raising concerns regarding increased parking demands generated in Applebee Street and Short Street from parking associated with local businesses, new developments and external works (WestConnex and Metro Rail) and requested an extension to the existing residential permit parking scheme in place in Applebee Street and Lackey Street into Short Street, St Peters (M12)

This report provides the results of a localised 'Resident parking scheme survey' relating to the extension of the M12 residential permit parking scheme into Short Street, St Peters. There was a low return rate for the survey however, due to many localised issues, it is recommended that the proposed M12 extension be supported,

### **Officer's Recommendation**

**THAT:**

- 1. The proposed extension of the M12 Residential Permit Parking Scheme of '2P 8.30am-6.00pm Mon-Fri Permit Holders Excepted Area M12' restrictions on the southern side of Short Street, St Peters be Approved; and**
- 2. That the responding residents be informed of Council's decision in this matter.**

### **DISCUSSION**

The Committee members agreed with the Officer's recommendation.

### **COMMITTEE RECOMMENDATION**

**THAT:**

- 1. The proposed extension of the M12 Residential Permit Parking Scheme of '2P 8.30am-6.00pm Mon-Fri Permit Holders Excepted Area M12' restrictions on the southern side of Short Street, St Peters be Approved; and**
- 2. That the responding residents be informed of Council's decision in this matter.**

**For motion: Unanimous**

### **LTC0618 Item 16 Addison Road, Marrickville – Removal Of Redundant Timed No Parking Restrictions & Proposal For Short Term Parking Restrictions (Marrickville Ward/Newtown Electorate/Inner West LAC)**

### **SUMMARY**

A request has been received from the owner of a small business on Addison Road, Marrickville, for the provision of short term parking restrictions outside their property to provide parking opportunities for visitors to the local businesses.

It is recommended to remove the existing 'No Parking 7am-9am 4pm-6pm Mon-Fri' restrictions on the northern side of Addison Road, Marrickville, between Philpott Street and Fotheringham Lane and convert these parking spaces to '1P 8.30am-6pm Mon-Fri, 8.30am-12.30pm Sat' restrictions, in order to provide parking opportunities for visitors to the local businesses and in line with other parking restrictions along Addison Road, Marrickville adjacent to businesses.

### **Officer's Recommendation**

**THAT:**

- 1. The existing 'No Parking 7am-9am 4pm-6pm Mon-Fri' restrictions on the northern side Addison Road, Marrickville, between Philpott Street and Fotheringham Lane, be REMOVED, as the subject section of timed 'No Parking' restrictions are**

redundant;

2. The installation of '1P 8.30am-6pm Mon-Fri, 8.30am-12.30pm Sat' restrictions on the northern side Addison Road, Marrickville, between Philpott Street and Fotheringham Lane, be APPROVED, in order to provide parking opportunities for visitors to the area and in line with other parking restrictions along Addison Road, Marrickville, adjacent to businesses; and

3. The applicant, affected properties and Council Rangers be advised in terms of this report.

### **DISCUSSION**

*Public speaker: Mr Charles Cameron, business owner on Addison Road (attended at 10.48am)*

Mr Cameron expressed his support for the recommendation and stated that the proposed changes to parking were a practical way for Council to support small businesses on Addison Road and the growing number of businesses in the area.

*(Mr Cameron left at 10.49am)*

The Committee members agreed with the Officer's recommendation.

### **COMMITTEE RECOMMENDATION**

**THAT:**

1. The existing 'No Parking 7am-9am 4pm-6pm Mon-Fri' restrictions on the northern side Addison Road, Marrickville, between Philpott Street and Fotheringham Lane, be REMOVED, as the subject section of timed 'No Parking' restrictions are redundant;

2. The installation of '1P 8.30am-6pm Mon-Fri, 8.30am-12.30pm Sat' restrictions on the northern side Addison Road, Marrickville, between Philpott Street and Fotheringham Lane, be APPROVED, in order to provide parking opportunities for visitors to the area and in line with other parking restrictions along Addison Road, Marrickville, adjacent to businesses; and

3. The applicant, affected properties and Council Rangers be advised in terms of this report.

**For motion:** Unanimous

**LTC0618 Item 17 Elizabeth Street, between Bastable Street and Railway Street, Croydon-Amendment to parking restrictions. (Leichhardt Ward/Strathfield Electorate/Ashfield LAC)**

### **SUMMARY**

Council at its meeting held on the 27 February 2018 adopted the following recommendation to change the parking restrictions on the southern side of Elizabeth Street, between Bastable Street and Railway Street, Croydon, as follows:

**THAT**

1. The current 'No Stopping, 3.30pm-6pm Mon-Fri' restrictions on the southern side of Elizabeth Street between Bastable Street and Railway Street be removed;

**2.** *Extend the existing full-time 'No Stopping' restrictions on the southern side of Elizabeth Street, across the driveway of No. 198 Elizabeth Street by approx. 9m (commencing 36m and west of Bastable Street); and*

**3.** *Install new '2P 9am- 3pm Mon-Fri' restrictions for a distance of 23 m commencing 12 m west of Bastable Street.*

The changes were proposed following concerns from residents/shopkeepers about a lack of short term parking for customers on Elizabeth Street between Edwin Street North and Bastable Street, Croydon. Queries have also been received with regard to the ongoing need for the PM peak "No Stopping" restrictions on the southern side of Elizabeth Street.

Signposting as implemented, and as currently stands, is not in compliance to the adopted parking restrictions above. '2P 8.00am-6.00pm Mon-Fri' has been installed on the southern side of Elizabeth Street between 12 metres and 45 metres west of Bastable Street. A review of the current sign posting in view of traffic safety and the need for short term parking to cater for customers to businesses has prompted the need to amend the parking restrictions as recommended below.

#### **Officer's Recommendation**

**THAT:**

**1.** That the existing full-time 'No Stopping' restrictions on southern side of Elizabeth Street from Railway Street, be extended across the driveway of No. 198 Elizabeth Street by approx. 9m (commencing 36 m west of Bastable Street); and

**2.** '2P 8.00am-6.00pm Mon-Fri' be retained (in amendment) on the southern side of Elizabeth Street, between 12 m and 36 metres west of Bastable Street.

#### **DISCUSSION**

Clr Da Cruz stated that she received a complaint from a resident that there was not enough motorbike/scooter parking in the area and asked whether more parking could be made available on Elizabeth Street. Clr Da Cruz was of the view that the small car parking space, west of the driveway of No.198 Elizabeth Street could be restricted to motorcycle parking.

Council Officers indicated that the businesses wished to retain this car parking space; however, raised safety concerns for vehicles turning right into Croydon Road. Large vehicles such as buses, have been observed crossing the central median on Croydon Road when turning from Elizabeth Street when a vehicle is parked in the subject space. The removal of the space would safely allow larger vehicles to take a wider turn path from Elizabeth Street into Croydon Road to avoid the median.

It was agreed that the above parking space could be retained at present and the existing 'No Stopping' zone be moved one metre west to maintain this carparking space whilst delineating the driveway by linemarking either side by use of white lines. This arrangement could be reviewed in six months or when the Ashfield Pool is re-opened to reassess the traffic turning movement in the area. The Committee members agreed with this arrangement.

#### **COMMITTEE RECOMMENDATION**

**THAT:**

**1.** the existing 2P restrictions (adjacent to 198 Elizabeth Street) be extended by 1.0 metre west;

2. the driveway for No.198 Elizabeth Street be marked with white lines approximately 1.0 metre either side of the entrance to the driveway; and
3. the matter be reviewed when the Ashfield Pool is re-opened to reassess traffic right turning movement from Elizabeth Street into Croydon Road.

**For motion:** Unanimous

**LTC0618 Item 18 Clara Street, Newtown – Amendment To Proposed Motor Bikes Only Parking Restrictions (Stanmore Ward/Newtown Electorate/Inner West LAC)**

**SUMMARY**

Following residents' concerns to the original proposal for 'Motor Cycle Only' parking restrictions in Clara Street, Newtown, as part of the 'Shared Zone' design, an amended plan was consulted with the local residents to consider the relocation of the 'Motor Cycle Only' parking restrictions.

Consultation was undertaken with owners and occupiers of properties adjacent to Clara Street, Camden Street and Alice Street, regarding the proposal. A summary of the consultation results are presented in this report for consideration. It is recommended that the proposed amended detailed design plan be approved.

**Officer's Recommendation**

**THAT the amended design plan for the proposed 'Motor Bikes Only' parking restrictions with associated signs and line markings in Clara Street, Newtown (as per design plan No. 6109\_B) be APPROVED.**

**DISCUSSION**

The Committee members agreed with the Officer's recommendation.

**COMMITTEE RECOMMENDATION**

**THAT the amended design plan for the proposed 'Motor Bikes Only' parking restrictions with associated signs and line markings in Clara Street, Newtown (as per design plan No. 6109\_B) be APPROVED.**

**For motion:** Unanimous

**LTC0618 Item 19 73 Mary Street, St Peters – S96 modification to amend Land and Environment Court Determination 2016/0030354 Condition 4 – Weekend Markets at 'Precinct 75'**

**SUMMARY**

Council has received an application under Section 96 of the Environmental Planning and Assessment Act to modify Land and Environment Court Determination Case No.

2016/0030354 dated 21 February 2017 to delete condition 4 of the determination which limits the period of consent to 12 months.

The application is referred to the Local Traffic Committee for consideration under State Environmental Planning Policy (Infrastructure) 2007 as the use constitutes a traffic generating development.

It is recommended that the comments of the Local Traffic Committee be referred to Council's Development Assessment Section for consideration in determining the Development Application.

#### **Officer's Recommendation**

**THAT the findings of this report be received and noted.**

#### **DISCUSSION**

The Committee members agreed with the Officer's recommendation.

#### **COMMITTEE RECOMMENDATION**

**THAT the findings of this report be received and noted.**

**For motion:** Unanimous

#### **GENERAL BUSINESS**

##### **LTC0618 Item 20 Frederick Street, Ashfield - Pedestrian Crossing Upgrade**

The RMS representative advised that works are currently underway to relocate the bus stop on Frederick Street which is due to be completed at the end of the week, subject to weather conditions. The Committee will be advised of further works and dates when the information becomes available.

##### **LTC0618 Item 21 File format of LTC Meeting Agenda**

The representative for the Member for Balmain requested that PDF versions of the LTC meeting agendas be provided as vector PDFs as they produce clearer images than the current raster PDFs. Council Officers will follow up this request with Council's IT section.

Meeting closed at 12.15pm.

**Item No:** C0718 Item 3

**Subject:** COUNCILLOR EXPENSES AND FACILITIES POLICY

**Prepared By:** Ian Naylor - Manager Civic and Executive Support

**Authorised By:** Nellette Kettle - Group Manager Integration Customer Service & Business Excellence

### **SUMMARY**

The purpose of this report is to seek Council's feedback on the Councillor Expenses and Facilities Policy prior to the policy being placed on public exhibition in accordance with Section 252(1) of the Local Government Act.

### **RECOMMENDATION**

**THAT Council:**

- 1. Give consideration to the current Councillor Expenses and Facilities Policy and provide any feedback on changes to the Policy prior to public exhibition;**
- 2. Amend Clause 8.5 of the Policy to remove the requirement to have a resolution of Council to approve a request for reimbursement of legal expenses prior to incurring these expenses;**
- 3. Place the Amended Policy on public exhibition for 28 days; and**
- 4. Receive a further report on any submissions received during the public exhibition period.**

### **BACKGROUND**

The Councillor Expenses and Facilities Policy was adopted by the Administrator on 25 July 2017 to ensure incoming Councillors were provided with adequate facilities and reimbursement of expenses in performing their civic duties. The policy is shown attached as Attachment 1 and has been based on the model policy developed by the Department of Premier and Cabinet.

Section 252(1) of the Local Government Act requires all NSW councils to review their Councillors Expenses and Facilities Policy within 12 months of an ordinary election.

Staff have undertaken a review of the policy and make the following recommendations for amendments.

#### Financial Limits in the Policy

The expenditure claimed by Councillors since the Council Election is within the current financial limits shown in this Policy. The current financial limits in the policy will be increased by 2.5%, as a CPI adjustment. These increases have also been factored into the 2018/19 Budget.

#### Legal Expenses

The Policy outlines the criteria in which legal expenses may be claimed by Councillors. This criteria has been taken from the Model Policy. Clause 8.5 of the Policy details the requirements for making a claim for reimbursement of legal expenses. This clause requires a Council resolution to reimburse any legal costs before costs are incurred whereas Clause 11.15 allows Councillors 3 months in which to submit claims for reimbursement. In reality it

would be very difficult for Councillors to make a claim for reimbursement of legal expenses prior to incurring expenses. These two clauses are in conflict and it is recommended that Clause 8.5 be amended to remove the requirement to have a request for legal expenses approved prior to incurring these expenses.

**FINANCIAL IMPLICATIONS**

Nil.

**OTHER STAFF COMMENTS**

Nil.

**PUBLIC CONSULTATION**

Section 253(1) of the Local Government Act requires all NSW councils to publicly exhibit its Councillor Expenses and Facilities policy prior to amending or adopting the policy. The policy will be exhibited for 28 days in Council's Administration Buildings and Libraries and Council will inform its community of the public exhibition through the Inner West Courier, Council's website, the Your Say community engagement webpage, social media and Council's community newsletter.

**CONCLUSION**

Nil.

**ATTACHMENTS**

1. [Download](#) Councillor Expenses and Facilities Policy



# **Councillor Expenses and Facilities Policy**

<b>Type of Document:</b>	Council Policy
<b>Date of Issue:</b>	25 July 2017
<b>Scope:</b>	This policy applies to the elected Council.
<b>ID Number:</b>	17/5443 / 69698.17
<b>Custodian:</b>	Group Manager Governance
<b>Approval:</b>	Council 25 July 2017
<b>Version Control:</b>	Policy created – June 2017, Version 1.0

## Contents

<b>Summary .....</b>	
<b>Part A – Introduction .....</b>	
1. Introduction .....	
2. Policy objectives .....	
3. Principles .....	
4. Private or political benefit .....	
<b>Part B – Expenses .....</b>	
5. General expenses .....	
6. Specific expenses .....	
7. Insurances .....	
8. Legal assistance .....	
<b>Part C – Facilities .....</b>	
9. General facilities for Councillors .....	
10. Additional facilities for the Mayor .....	
<b>Part D – Processes .....</b>	
11. Approval, payment and reimbursement arrangements .....	
12. Disputes .....	
13. Return or retention of facilities .....	
14. Publication .....	
15. Reporting .....	
16. Auditing .....	
17. Breaches .....	
<b>Part E – Appendix .....</b>	
Appendix I – Related legislation, guidance and policies .....	
Appendix II – Definitions .....	

## Summary

This policy enables the reasonable and appropriate reimbursement of expenses and provision of facilities to Councillors to help them undertake their civic duties. It ensures accountability and transparency, and seeks to align Councillor expenses and facilities with community expectations. Councillors must not obtain private or political benefit from any expense or facility provided under this policy.

The policy has been prepared in accordance with the *Local Government Act 1993* (the Act) and *Local Government (General) Regulation 2005* (the Regulation), and complies with the Office of Local Government's *Guidelines for the payment of expenses and provision of facilities to Mayors and Councillors in NSW*.

The policy sets out the maximum amounts Council will pay for specific expenses and facilities. Expenses not explicitly addressed in this policy will not be paid or reimbursed. The main expenses and facilities are summarised in the table below. All monetary amounts are exclusive of GST.

Expense or facility	Maximum amount	Frequency
General travel expenses	\$3,000 per Councillor	Per year
Interstate, overseas and long distance intrastate travel expenses	\$15,000 total for all Councillors	Per year
Accommodation and meals	As per the NSW Crown Employees (Public Service Conditions of Employment) Reviewed Award 2009, adjusted annually	Per meal/night
Professional development	\$5,000 per Councillor	Per year
Conferences and seminars	\$15,000 total for all Councillors	Per year
ICT expenses	\$3,600 per Councillor \$6,000 for the Mayor	Per year
Carer expenses	\$3,000 per Councillor	Per year
Home office expenses	\$600 per Councillor	Per year
Postage stamps	Nil – to be posted by Council	Per year
Christmas or festive cards	100 per Councillor 500 for the Mayor	Per year
Access to facilities in a Councillor common room [where applicable Clause 9.1]	Provided to all Councillors	Not relevant
Council vehicle, toll tag and fuel card [where applicable Clause 10]	Provided to the Mayor	Not relevant
Reserved parking space at Council office where Mayoral office is located	Provided to the Mayor	Not relevant
Furnished office [where applicable Clause 10]	Provided to the Mayor	Not relevant
Number of exclusive staff supporting Mayor and Councillors [where applicable Clause 10]	Provided to the Mayor and councillors	Not relevant

Additional costs incurred by a Councillor in excess of these limits are considered a personal expense that is the responsibility of the Councillor.

Councillors must provide claims for reimbursement within three months of an expense being incurred. Claims made after this time cannot be approved.

Detailed reports on the provision of expenses and facilities to Councillors will be publicly tabled at a Council meeting every six months and published in full on Council's website. These reports will include expenditure summarised by individual Councillor and as a total for all Councillors.

This policy will commence on the declaration of the first election of councillors to the Inner West Council.

---

## Part A – Introduction

---

### 1. Introduction

- 1.1. The provision of expenses and facilities enables Councillors to fulfil their civic duties as the elected representatives of Inner West Council.
- 1.2. The community is entitled to know the extent of expenses paid to Councillors, as well as the facilities provided.
- 1.3. The purpose of this policy is to clearly state the facilities and support that are available to Councillors to assist them in fulfilling their civic duties.
- 1.4. Council staff are empowered to question or refuse a request for payment from a Councillor when it does not accord with this policy.
- 1.5. Expenses and facilities provided by this policy are in addition to fees paid to Councillors. The minimum and maximum fees a council may pay each Councillor are set by the Local Government Remuneration Tribunal as per Section 241 of the Act and reviewed annually. Council must adopt its annual fees within this set range.

### 2. Policy objectives

- 2.1. The objectives of this policy are to:
  - enable the reasonable and appropriate reimbursement of expenses incurred by Councillors while undertaking their civic duties
  - enable facilities of a reasonable and appropriate standard to be provided to Councillors to support them in undertaking their civic duties
  - ensure accountability and transparency in reimbursement of expenses and provision of facilities to Councillors
  - ensure facilities and expenses provided to Councillors meet community expectations
  - support a diversity of representation
  - fulfil Council's statutory responsibilities.

### 3. Principles

- 3.1. Council commits to the following principles:
  - **Proper conduct:** Councillors and staff acting lawfully and honestly, exercising care and diligence in carrying out their functions
  - **Reasonable expenses:** Providing for Councillors to be reimbursed for expenses reasonably incurred as part of their role as Councillor
  - **Participation and access:** Enabling people from diverse backgrounds, underrepresented groups, those in carer roles and those with special needs to serve as a Councillor
  - **Equity:** There must be equitable access to expenses and facilities for all Councillors
  - **Appropriate use of resources:** Providing clear direction on the appropriate use of Council resources in accordance with legal requirements and community expectations
  - **Accountability and transparency:** Clearly stating and reporting on the expenses and facilities provided to Councillors.

#### 4. Private or political benefit

- 4.1. Councillors must not obtain private or political benefit from any expense or facility provided under this policy.
- 4.2. Private use of Council equipment and facilities by Councillors may occur from time to time. For example, telephoning home to advise that a Council meeting will run later than expected.
- 4.3. Such incidental private use does not require a compensatory payment back to Council.
- 4.4. Councillors should avoid obtaining any greater private benefit from Council than an incidental benefit. Where there are unavoidable circumstances and more substantial private use of Council facilities does occur, Councillors must reimburse Council.
- 4.5. Campaigns for re-election are considered to be a political benefit. The following are examples of what is considered to be a political interest during a re-election campaign:
  - production of election material
  - use of Council resources and equipment for campaigning
  - use of official Council letterhead, publications, websites or services for political benefit
  - fundraising activities of political parties or individuals, including political fundraising events.

---

### Part B – Expenses

---

#### 5. General expenses

- 5.1. All expenses provided under this policy will be for a purpose specific to the functions of holding civic office. Allowances for general expenses are not permitted under this policy.
- 5.2. Expenses not explicitly addressed in this policy will not be paid or reimbursed.

#### 6. Specific expenses

##### **General travel arrangements and expenses**

- 6.1. All travel by Councillors should be undertaken using the most direct route and the most practicable and economical mode of transport.
- 6.2. Each Councillor may be reimbursed up to a total of \$3,000 per year for travel expenses incurred while undertaking official business or professional development or attending approved conferences and seminars within NSW. This includes reimbursement:
  - for public transport fares
  - of mileage allowance for the use of a private vehicle per kilometre as provided for in the *Local Government (State) Award*
  - for parking costs for Council and other meetings
  - for tolls
  - by Cabcharge card or equivalent
  - hire car including documented car hire programs, such as GoGet, where invoices can be issued
  - for documented ride-share programs, such as Uber, where tax invoices can be issued.
- 6.3. Allowances for the use of a private vehicle will be reimbursed by kilometre at the rate contained in the *Local Government (State) Award*.

- 6.4. Councillors seeking to be reimbursed for use of a private vehicle must keep a log book recording the date, distance and purpose of travel being claimed. Copies of the relevant log book contents must be provided with the claim.

*Traffic or parking fines incurred while travelling in private or Council vehicles on Council business is the sole responsibility of the person driving the vehicle.*

### **Interstate, overseas and long distance intrastate travel expenses**

- 6.5. This section includes reference to long distance intrastate travel. At Inner West Council, long distance intrastate travel is travel that is estimated to take more than four hours from the Councillor's residence.
- 6.6. In accordance with Section 4, Council will scrutinise the value and need for Councillors to undertake overseas travel. Councils should avoid interstate, overseas and long distance intrastate trips unless direct and tangible benefits can be established for the Council and the local community. This includes travel to sister and friendship cities.
- 6.7. Total interstate, overseas and long distance intrastate travel expenses for all Councillors will be capped at a maximum of \$15,000 per year. This amount will be set aside in Council's annual budget.
- 6.8. Councillors seeking approval for any interstate and long distance intrastate travel must submit a case to, and obtain the approval of, the General Manager prior to travel.
- 6.9. Councillors seeking approval for any overseas travel must submit a case to, and obtain the approval of, a full Council meeting prior to travel.
- 6.10. The case should include:
- objectives to be achieved in travel, including an explanation of how the travel aligns with current Council priorities and business, the community benefits which will accrue as a result, and its relevance to the exercise of the Councillor's civic duties
  - who is to take part in the travel
  - duration and itinerary of travel
  - a detailed budget including a statement of any amounts expected to be reimbursed by the participant/s.
- 6.11. For interstate and long distance intrastate journeys by air of less than three hours, the class of air travel is to be economy class.
- 6.12. For interstate journeys by air of more than three hours, the class of air travel may be premium economy.
- 6.13. For international travel, the class of air travel is to be premium economy if available. Otherwise, the class of travel is to be economy.
- 6.14. Bookings for approved air travel are to be made through the General Manager's office.
- 6.15. For air travel that is reimbursed as Council business, Councillors will not accrue points from the airline's frequent flyer program. This is considered a private benefit.

### **Travel expenses not paid by Council**

- 6.16. Council will not pay any traffic or parking fines or administrative charges for road toll accounts or car share car hire programs.

### **Accommodation and meals**

- 6.17. Council will reimburse costs for accommodation and meals while Councillors are undertaking prior approved travel or professional development outside metropolitan Sydney.

- 6.18. The daily limits for accommodation and meal expenses within Australia are to be consistent with those set out in Part B Monetary Rates of the NSW Crown Employees (Public Service Conditions of Employment) Reviewed Award 2009, as adjusted annually.
- 6.19. The daily limits for accommodation and meal expenses outside Australia are to be determined in advance by the General Manager, being mindful of Clause 6.19.
- 6.20. Councillors will not be reimbursed for alcoholic beverages.

#### **Refreshments for Council related meetings**

- 6.21. Appropriate refreshments will be available for Council meetings, Council Committee meetings, Councillor briefings, approved meetings and engagements, and official Council functions as approved by the General Manager.
- 6.22. As an indicative guide for the standard of refreshments to be provided at Council related meetings, the General Manager must be mindful of Part B Monetary Rates of the *NSW Crown Employees (Public Service Conditions of Employment) Reviewed Award 2009*, as adjusted annually.

#### **Professional development**

- 6.23. Council will set aside \$5,000 per Councillor annually in its budget to facilitate professional development of Councillors through programs, training, education courses and membership of professional bodies.
- 6.24. In the first year of a new Council term, Council will provide a comprehensive induction program for all Councillors which considers any guidelines issued by the Office of Local Government (OLG). The cost of the induction program will be in addition to the ongoing professional development funding.
- 6.25. Annual membership of professional bodies will only be covered where the membership is relevant to the exercise of the Councillor's civic duties, the Councillor actively participates in the body and the cost of membership is likely to be fully offset by savings from attending events as a member.
- 6.26. Approval for professional development activities is subject to a prior written request to the General Manager outlining the:
  - details of the proposed professional development
  - relevance to Council priorities and business
  - relevance of the exercise of the Councillor's civic duties.
- 6.27. In assessing a Councillor request for a professional development activity, the General Manager must consider the factors set out in Clause 6.27, as well as the cost of the professional development in relation to the Councillor's remaining budget.

#### **Conferences and seminars**

- 6.28. Council is committed to ensuring its Councillors are up to date with contemporary issues facing council and the community, and local government in NSW.
- 6.29. Council will set aside a total amount of \$15,000 annually in its budget to facilitate Councillor attendance at conferences and seminars, including the Local Government NSW Annual Conference. This allocation is for all Councillors. The General Manager will ensure that access to expenses relating to conferences and seminars is distributed equitably.
- 6.30. Approval to attend a conference or seminar is subject to a written request to the General Manager. In assessing a Councillor request, the General Manager must consider factors including the:
  - relevance of the topics and presenters to current Council priorities and business and the exercise of the Councillor's civic duties
  - cost of the conference or seminar in relation to the total remaining budget.

- 6.31. Council will meet the reasonable cost of registration fees, transportation and accommodation associated with attendance at conferences approved by the General Manager. Council will also meet the reasonable cost of meals when they are not included in the conference fees. Reimbursement for accommodation and meals not included in the conference fees will be subject to Clauses 6.18-6.21.

### **Local Government NSW Annual Conference**

- 6.32. Councillors will also be permitted to attend the Local Government NSW Annual Conference each year. Council will reimburse the cost of registration fees and where the conference is outside the metropolitan Sydney area, the cost of travel, accommodation and meals not covered by the conference registration, subject to Clauses 6.18-6.21.
- 6.33. For the Local Government NSW Annual Conference only, Council will meet the costs of the official conference dinner for an accompanying person of a Councillor.

### **ICT expenses**

- 6.34. Council will provide or reimburse Councillors for expenses associated with appropriate ICT services up to a limit of \$3,600 per annum for each Councillor. This may include services and data costs relating to mobile phones, landlines, laptops or tablets and home internet costs.

Council will reimburse the Mayor for expenses associated with appropriate ICT services up to a limit of \$6,000 per annum.

Council will provide Councillors with a smartphone, choice of a laptop or tablet and a multifunction desktop printer / scanner / copier / fax machine.

- 6.35. Reimbursements will be made only for communications devices and services used for Councillors to undertake their civic duties, such as:
- receiving and reading Council business papers
  - relevant phone calls and correspondence
  - diary and appointment management.
- 6.36. Councillors may seek reimbursement for applications on their mobile electronic communication device that are directly related to their duties as a Councillor, within the maximum limit.

### **Special requirement and carer expenses**

- 6.37. Council encourages wide participation and interest in civic office. It will seek to ensure Council premises and associated facilities are accessible, including provision for sight or hearing impaired Councillors and those with other disabilities.
- 6.38. Transportation provisions outlined in this policy will also assist Councillors who may be unable to drive a vehicle.
- 6.39. In addition to the provisions above, the General Manager may authorise the provision of reasonable additional facilities and expenses in order to allow a Councillor with a disability to perform their civic duties.
- 6.40. Councillors who are the principal carer of a child or other elderly, disabled and/or sick immediate family member will be entitled to reimbursement of carer's expenses up to a maximum of \$3,000 per annum for attendance at official business, plus reasonable travel from the principal place of residence.
- 6.41. Child care expenses may be claimed for children up to and including the age of 16 years where the carer is not a relative.
- 6.42. In the event of caring for an adult person, Councillors will need to provide suitable evidence to the General Manager that reimbursement is applicable. This may take the form of advice from a medical practitioner.

**Home office expenses**

- 6.43. Each Councillor may be reimbursed up to \$600 per year for costs associated with the maintenance of a home office, such as minor items of consumable stationery and printer ink cartridges.

**7. Insurances**

- 7.1. In accordance with Section 382 of the Local Government Act, Council is insured against public liability and professional indemnity claims. Councillors are included as a named insured on this Policy.
- 7.2. Councillors will be covered for personal injury whilst working on Council business, worldwide. Personal injury insurance provides cover for bodily injury caused by accidental, violent, external and visible means up to a sub-limit for death and capital limits of \$350,000. Personal injury cover also provides coverage for permanent disability, temporary total disability and temporary partial disability. Due to the provisions set down in the Health Act, the cover does not include medical expenses.
- 7.3. Insurance protection is only provided if a claim arises out of or in connection with the Councillor's performance of his or her civic duties, or exercise of his or her functions as a Councillor. All insurances are subject to any limitations or conditions set out in the policies of insurance.
- 7.4. Council shall pay the insurance policy excess in respect of any claim accepted by Council's insurers, whether defended or not.
- 7.5. Appropriate travel insurances will be provided for any Councillors traveling on approved interstate and overseas travel on Council business.

**8. Legal assistance**

- 8.1. Council may, if requested, indemnify or reimburse the reasonable legal expenses of:
  - a Councillor defending an action arising from the performance in good faith of a function under the Local Government Act
  - a Councillor defending an action in defamation, provided the statements complained of were made in good faith in the course of exercising a function under the Act
  - a Councillor for proceedings before an appropriate investigative or review body, provided the subject of the proceedings arises from the performance in good faith of a function under the Act and the matter has proceeded past any initial assessment phase to a formal investigation or review and the investigative or review body makes a finding substantially favourable to the Councillor.
- 8.2. In the case of a conduct complaint made against a Councillor, legal costs will only be made available where the matter has been referred by the General Manager to a conduct reviewer or conduct review panel to make formal enquiries into that matter in accordance with Council's Code of Conduct.
- 8.3. Legal expenses incurred in relation to proceedings arising out of the performance by a Councillor of his or her functions under the Act are distinguished from expenses incurred in relation to proceedings arising merely from something that a Councillor has done during his or her term in office. For example, expenses arising from an investigation as to whether a Councillor acted corruptly would not be covered by this section.
- 8.4. Council will not meet the legal costs:
  - of legal proceedings initiated by a Councillor under any circumstances
  - of a Councillor seeking advice in respect of possible defamation, or in seeking a non-litigious remedy for possible defamation
  - for legal proceedings that do not involve a Councillor performing their role as a Councillor.
- 8.5. Reimbursement of expenses for reasonable legal expenses must have Council approval by way of a resolution at a Council meeting prior to costs being incurred.

---

## Part C – Facilities

---

### 9. General facilities for all Councillors

#### Facilities

- 9.1. Council will provide the following facilities to Councillors to assist them to effectively discharge their civic duties:
  - a Councillor common room appropriately furnished to include telephone, photocopier, printer, desks, computer terminals, pigeon holes and appropriate refreshments (excluding alcohol)
  - access to shared car parking spaces while attending Council offices on official business
  - personal protective equipment for use during site visits
  - a name badge which may be worn at official functions, indicating that the wearer holds the office of a Councillor and/or Mayor or Deputy Mayor.
- 9.2. Councillors may book meeting rooms for official business in a specified Council building at no cost. Rooms may be booked through a specified officer in the Mayor's office or other specified staff member.
- 9.3. The provision of facilities will be of a standard deemed by the General Manager as appropriate for the purpose.

#### Stationery

- 9.4. Council will provide the following stationery to Councillors each year:
  - letterhead, to be used only for correspondence associated with civic duties
  - business cards
  - up to 100 Christmas or festive cards per year for Councillors and 500 for the Mayor.
- 9.5. Councillor mail to be placed in the outgoing mail tray located in the Councillor common room. Councillor mail will be included as part of Council's daily mail collection by Council's postal provider.

#### Administrative support

- 9.6. Council will provide administrative support to Councillors to assist them with their civic duties only. Administrative support may be provided by staff in the Mayor's office or by a member of Council's administrative staff as arranged by the General Manager or their delegate.
- 9.7. As per Section 4, Council staff are expected to assist Councillors with civic duties only, and not assist with matters of personal or political interest, including campaigning.

### 10. Additional facilities for the Mayor

- 10.1. Council will provide to the Mayor a maintained vehicle to a similar standard of other Council vehicles, with a toll tag and a fuel card. The vehicle will be supplied for use on business, professional development and attendance at the Mayor's office.
- 10.2. The Mayor must keep a log book setting out the date, distance and purpose of all travel. This must include any travel for private benefit. The log book must be submitted to Council on a monthly basis.
- 10.3. The Mayoral Allowance will be reduced to cover the cost of any private travel recorded in the log book, calculated on a per kilometre basis by the rate set by the Local Government (State) Award.
- 10.4. A parking space at Council's offices will be reserved for the Mayor's Council-issued vehicle for use on official business, professional development and attendance at the Mayor's office.

Page 10 of 15

- 10.5. Council will provide the Mayor with a furnished office incorporating a computer configured to Council's standard operating environment, telephone and meeting space.
- 10.6. In performing their civic duties, the Mayor and councillors will be assisted by a small number of staff providing administrative and secretarial support, as determined by the General Manager.
- 10.7. As per Section 4, staff in the Mayor's office are expected to work on official business only, and not for matters of personal or political interest, including campaigning.

*Traffic or parking fines incurred while travelling in private or Council vehicles on Council business is the sole responsibility of the person driving the vehicle.*

---

## Part D – Processes

---

### 11. Approval, payment and reimbursement arrangements

- 11.1. Expenses should only be incurred by Councillors in accordance with the provisions of this policy.
- 11.2. Approval for incurring expenses, or for the reimbursement of such expenses, should be obtained before the expense is incurred.
- 11.3. Up to the maximum limits specified in this policy, approval for the following may be sought after the expense is incurred:
  - local travel relating to the conduct of official business
  - carer costs
  - ICT expenditure.
- 11.4. Final approval for payments made under this policy will be granted by the General Manager or their delegate.

#### Direct payment

- 11.5. Council may approve and directly pay expenses. Requests for direct payment must be submitted to the Manager Civic and Executive Support for assessment against this policy using the prescribed form, with sufficient information and time to allow for the claim to be assessed and processed.

#### Reimbursement

- 11.6. All claims for reimbursement of expenses incurred must be made on the prescribed form, supported by appropriate receipts and/or tax invoices and be submitted to the Manager Civic and Executive Support. In the case of carer's expenses, Councillors may make a declaration of expenses incurred where they were unable to obtain a tax invoice or appropriate receipt.

#### Advance payment

- 11.7. Council may pay a cash advance for Councillors attending approved conferences, seminars or professional development.
- 11.8. The maximum value of a cash advance is \$150 per day of the conference, seminar or professional development to a maximum of \$500.
- 11.9. Requests for advance payment must be submitted to the Manager Civic and Executive Support for assessment against this policy using the prescribed form with sufficient information and time to allow for the claim to be assessed and processed.
- 11.10. Councillors must fully reconcile all expenses against the cost of the advance within one month of incurring the cost and/or returning home. This includes providing to Council:
  - a full reconciliation of all expenses including appropriate receipts and/or tax invoices

Page 11 of 15

- reimbursement of any amount of the advance payment not spent in attending to official business or professional development.

**Notification**

- 11.11. If a claim is approved, Council will make payment directly or reimburse the Councillor through accounts payable.
- 11.12. If a claim is refused, Council will inform the Councillor in writing that the claim has been refused and the reason for the refusal.

**Reimbursement to Council**

- 11.13. If Council has incurred an expense on behalf of a Councillor that exceeds a maximum limit, exceeds reasonable incidental private use or is not provided for in this policy:
  - Council will invoice the Councillor for the expense
  - the Councillor will reimburse Council for that expense within 14 days of the invoice date.
- 11.14. If the Councillor cannot reimburse Council within 14 days of the invoice date, they are to submit a written explanation to the General Manager. The General Manager may elect to deduct the amount from the Councillor's allowance.

**Timeframe for reimbursement**

- 11.15. Unless otherwise specified in this policy, Councillors must provide all claims for reimbursement within three months of an expense being incurred. Claims made after this time cannot be approved.

**12. Disputes**

- 12.1. If a Councillor disputes a determination under this policy, the Councillor should discuss the matter with the General Manager.
- 12.2. If the Councillor and the General Manager cannot resolve the dispute, the Councillor may submit a notice of motion to a Council meeting seeking to have the dispute resolved.

**13. Return or retention of facilities**

- 13.1. All unexpended facilities or equipment supplied under this policy are to be relinquished immediately upon a Councillor or Mayor ceasing to hold office or at the cessation of their civic duties.
- 13.2. Should a Councillor desire to keep any equipment allocated by Council, then this policy enables the Councillor to make application to the General Manager to purchase any such equipment. The General Manager will determine an agreed fair market price or written down value for the item of equipment.
- 13.3. The prices for all equipment purchased by Councillors under Clause 13.2 will be recorded in Council's Annual Report.

**14. Publication**

- 14.1. This policy will be published on Council's website.

## 15. Reporting

- 15.1. Council will report on the provision of expenses and facilities to Councillors as required in the Act and Regulations.
- 15.2. Detailed reports on the provision of expenses and facilities to Councillors will be publicly tabled at a Council meeting every six months and published in full on Council's website. These reports will include expenditure summarised by individual Councillor and as a total for all Councillors.

## 16. Auditing

- 16.1. The operation of this policy, including claims made under the policy, will be included in Council's audit program and an audit undertaken at least every two years.

## 17. Breaches

- 17.1. Suspected breaches of this policy are to be reported to the General Manager.
- 17.2. Alleged breaches of this policy shall be dealt with by following the processes outlined for breaches of the Code of Conduct, as detailed in the Code and in the Procedures for the Administration of the Code.

---

## **PART E – Appendices**

---

### Appendix I: Related legislation, guidance and policies

**Relevant legislation and guidance:**

- Local Government Act 1993, Sections 252 and 253
- Local Government (General) Regulation 2005, Clauses 217 and 403
- Guidelines for the payment of expenses and the provision of facilities for Mayors and Councillors in NSW, 2009
- Local Government Circular 09-36 Guidelines for Payment of Expenses and Facilities
- Local Government Circular 05-08 legal assistance for Councillors and Council Employees
- Office of Local Government Circular 17-08: 2017/18 Determination of the Local Government Remuneration Tribunal

**Related Council policies:**

- Code of Conduct
- Code of Meeting Practice

## Appendix II: Definitions

The following definitions apply throughout this policy.

Term	Definition
accompanying person	Means a spouse, partner or de facto or other person who has a close personal relationship with or provides carer support to a Councillor
appropriate refreshments	Means food and beverages, excluding alcohol, provided by Council to support Councillors undertaking official business
Act	Means the Local Government Act 1993 (NSW)
Annual Conference	Means Local Government NSW Annual Conference
clause	Unless stated otherwise, a reference to a clause is a reference to a clause of this policy
Code of Conduct	Means the Code of Conduct adopted by Council or the Model Code if none is adopted
Councillor	Means a person elected or appointed to civic office as a member of the governing body of Council who is not suspended, including the Mayor
General Manager	Means the General Manager of Council and includes their delegate or authorised representative
ICT	Means Telecommunications and Information Communications and Technology
incidental personal use	Means use that is infrequent and brief and use that does not breach this policy or the Code of Conduct
long distance intrastate travel	Means travel to other parts of NSW of more than three hours duration by private vehicle
maximum limit	Means the maximum limit for an expense or facility provided in the text and summarised in Appendix 1
NSW	New South Wales
official business	Means functions that the Mayor or Councillors are required or invited to attend to fulfil their legislated role and responsibilities for Council or result in a direct benefit for Council and/or for the local government area, and includes: <ul style="list-style-type: none"> <li>meetings of Council and committees of the whole</li> <li>meetings of committees facilitated by Council</li> <li>civic receptions hosted or sponsored by Council</li> <li>meetings, functions, workshops and other events to which attendance by a Councillor has been requested or approved by Council</li> </ul>
professional development	Means a seminar, conference, training course or other development opportunity relevant to the role of a Councillor or the Mayor
Regulation	Means the Local Government (General) Regulation 2005 (NSW)
year	Means the financial year, that is the 12 month period commencing on 1 July each year

**Item No:** C0718 Item 4

**Subject:** **LOCAL GOVERNMENT REMUNERATION TRIBUNAL DETERMINATION  
FOR 2018-19**

**Prepared By:** Ian Naylor - Manager Civic and Executive Support

**Authorised By:** Nellette Kettle - Group Manager Integration Customer Service & Business  
Excellence

### **SUMMARY**

To advise Council of the recent determination by the Local Government Remuneration Tribunal of Fees for Mayors and Councillors for 2018/19.

### **RECOMMENDATION**

**THAT Council determine the remuneration for Mayor and Councillor Fees between the minimum and maximum rates set by the Local Government Remuneration Tribunal.**

### **BACKGROUND**

Each year the Local Government Remuneration Tribunal makes a determination on the level and categorisation of fees for each NSW Council. The Tribunal wrote to all NSW councils late last year asking for any submissions from Council on the level and categorisation of fees. In 2017 the Tribunal set the following categories for councils:

Principal CBD;  
Major CBD;  
Metropolitan Large;  
Metropolitan Medium; and  
Metropolitan Small.

The Inner West Council in the 2017 Determination was categorised as a Metropolitan Medium Council. The criteria for a Metropolitan Large Council is as follows;

*“Councils categorised as Metropolitan Large will typically have a minimum population of 200,000. Other features may include:*

- *total operating revenue exceeding \$200M per annum*
- *the provision of significant regional services to greater Sydney including, but not limited to, major education, health, retail, sports, other recreation and cultural facilities*
- *significant industrial, commercial and residential centres and development corridors*
- *high population growth.*

*Councils categorised as Metropolitan Large will have a sphere of economic influence and provide regional services considered to be greater than those of other metropolitan councils”.*

Inner West Council made a detailed submission to the Tribunal for their consideration as part of the 2018 determination and requested that it be re-categorised into the Metropolitan Large category. According to census data Inner West Council's population is currently 195,113 and has been predicted to reach 200,000 during the period of the 2018 Determination. Council's submission highlighted this to the Tribunal as follows:-

*“Population growth is expected to increase at a greater rate in the next 10 years as major developments along Parramatta Road Urban Transformation Corridor, Sydenham to Bankstown Urban Renewal Corridor and the Bays Precinct substantially increase the size of the population.*

The Department of Planning has already recognised the regional significance and expected population growth of Inner West Council by categorising it in Group B for the introduction of mandatory Independent Hearing and Assessment Panels. The criteria for Group B councils includes; 1. Councils with a population exceeding 200,000 and councils who assess more than 1800 development application in a financial year”.

In conclusion, Council’s submission stated:-

*“the Inner West Council meets all the criteria set out by the Tribunal for a Metropolitan Large Council and respectfully requests that it be categorised as a Metropolitan Large Council for 2018/19. Council’s submission is supported by the fact that the Department of Planning has recently grouped Inner West with other councils with population in excess of 200,000 for the mandatory Independent Hearing and Assessment Panels”.*

The Local Government Remuneration Tribunal handed down it’s 2018 determination on 17 April 2018 and is shown in full in Attachment 1, including detail on the categorisation of councils and individual council submissions. In respect to Council’s submission the Tribunal stated:-

*“Inner West has sought to be re-categorised from Metropolitan Medium to Metropolitan Large. The council has a population of 190,500 (2016) which is substantially below the population of other Metropolitan Large councils. In considering this request the Tribunal has reviewed the additional factors which guide categorisation to both Metropolitan Large and Metropolitan Medium, as outlined in Appendix 1 of this determination. The Tribunal notes that while significant residential development is proposed for this council that development is influenced by a number of urban renewal and infrastructure projects which have either not commenced or are in their early stages. The Tribunal finds the council does not demonstrate a sufficient number of additional criteria to warrant re-categorisation as Metropolitan Large at this time. However, with expected population growth it is likely the council may be more comparable with other Metropolitan Large councils in the short to medium term”*

Given these comments by the Tribunal, Council would have a stronger case for re-categorisation in the 2019 Determination. The Tribunal determined that an increase of 2.5% in fees would be awarded and set the following remuneration levels for Mayors and Councillors in the 2018/19 financial year:-

Category	Councillor/Member Annual Fee		Mayor/Chairperson Additional Fee*	
	Minimum	Maximum	Minimum	Maximum
Metropolitan Medium	13,480	25,160	28,640	66,860

Council can determine any amount between the minimum and maximum levels set by the Tribunal but in recognition of the significant workload of Councillors it is recommended that the fees be set at the maximum level. Please note the Mayor is entitled to the Councillor Fee in addition to the Mayoral Fee. Council also resolved on 24 October 2017 to grant the Deputy Mayor an allowance of \$10,000 in addition to the Councillor Fees, This amount is deducted from the Mayoral Fee as determined by Council.

#### **FINANCIAL IMPLICATIONS**

The 2.5% increase has been budgeted for in the 2018/19 Budget.

#### **OTHER STAFF COMMENTS**

Nil.

#### **PUBLIC CONSULTATION**

Nil.

**CONCLUSION**

Nil.

**ATTACHMENTS**

1. [↓](#) Local Government Remuneration Tribunal Determination 2018

**Local  
Government  
Remuneration  
Tribunal**

**Annual Report  
and  
Determination**

*Annual report and determination under sections 239  
and 241 of the Local Government Act 1993*

**17 April  
2018**

[NSW Remuneration Tribunals website](#)

## Local Government Remuneration Tribunal

# Contents

<b>Contents</b>	<b>1</b>
<b>Executive Summary</b>	<b>2</b>
<b>Section 1 Introduction</b>	<b>3</b>
<b>Section 2 2017 Determination</b>	<b>4</b>
<b>Section 3 2018 Review</b>	<b>5</b>
<b>Categorisation</b>	<b>6</b>
Categorisation model	6
Allocation of councils into categories	6
<b>Fees</b>	<b>11</b>
<b>Findings</b>	<b>12</b>
Quantum of Fees	12
Other matters	12
<b>Conclusion</b>	<b>13</b>
<b>Section 4 Determinations</b>	<b>15</b>
<b>Determination No. 1- Determination Pursuant to Section 239 of Categories of Councils and County Councils Effective From 1 July 2018</b>	<b>15</b>
Table 1: General Purpose Councils - Metropolitan	15
Table 2: General Purpose Councils – Non-Metropolitan	16
Table 3: County Councils	17
<b>Determination No. 2- Determination Pursuant to Section 241 of Fees for Councillors and Mayors</b>	<b>18</b>
Table 4: Fees for General Purpose and County Councils	18
<b>Appendices</b>	<b>19</b>
<b>Appendix 1 Criteria that apply to categories</b>	<b>19</b>

**Local Government Remuneration Tribunal**

## Executive Summary

---

The Local Government Remuneration Tribunal (the Tribunal) is required to report to the Minister for Local Government by 1 May each year as to its determination of categories of councils and the maximum and minimum amounts of fees to be paid to mayors, councillors, and chairpersons and members of county councils.

**Categories**

The Tribunal has reviewed the criteria that apply to the categories of councils and the allocation of councils into those categories. The Tribunal found that there was no strong case to change the criteria or the allocation of councils into categories at this time. The criteria applicable to each of the categories are published in Appendix 1 of the determination and are unchanged from 2017.

**Fees**

The Tribunal has determined that the minimum and maximum fees applicable to each category will be increased by 2.5 per cent which is consistent with the government's policy on wages.

**Local Government Remuneration Tribunal**

## Section 1 Introduction

---

1. Section 239 of the *Local Government Act 1994* (the LG Act) provides for the Tribunal to determine the categories of councils and mayoral offices and to place each council and mayoral office into one of those categories. The categories are to be determined at least once every 3 years.
2. Section 241 of the LG Act provides for the Tribunal to determine, not later than 1 May in each year, for each of the categories determined under section 239, the maximum and minimum amount of fees to be paid to mayors and councillors of councils, as well as chairpersons and members of county councils.
3. In determining the maximum and minimum fees payable in each of the categories, the Tribunal is required, pursuant to section 242A (1) of the LG Act, to give effect to the same policies on increases in remuneration as those of the Industrial Relations Commission. The current policy on wages is that public sector wages cannot increase by more than 2.5 per cent, and this includes the maximum and minimum fees payable to councillors and mayors and chairpersons and members of county councils.
4. The Tribunal is however able to determine that a council can be placed in another existing or a new category with a higher range of fees without breaching the government's wage policy pursuant to section 242A (3) of the LG Act.
5. The Tribunal's determinations take effect from 1 July in each year.

**Local Government Remuneration Tribunal****Section 2      2017 Determination**

---

6. The Tribunal undertook a significant review of the categories and the allocation of councils into each of those categories. The review was prompted by the amalgamation of councils resulting in the creation of 20 new councils and an overall reduction in the number of councils in NSW from 152 to 128.
7. In reviewing the categories the Tribunal examined a range of statistical and demographic data and considered the views of councils and Local Government NSW (the LGNSW). Having regard to that information, the Tribunal determined a categorisation model which differentiates councils primarily on the basis of their geographic location. Other factors which differentiate councils for the purpose of categorisation include population, the sphere of the council's economic influence and the degree of regional servicing.
8. The Tribunal's 2017 Determination was made on 12 April 2017 and determined the categories of general purpose councils as follows:

**Metropolitan**

- Principal CBD
- Major CBD
- Metropolitan Large
- Metropolitan Medium
- Metropolitan Small

**Non-metropolitan**

- Regional City
- Regional Strategic Area
- Regional Rural
- Rural

9. The criteria for the categories were also determined and are now contained in Appendix 1. The Tribunal's determination also provided for each of the 128 Councils to be allocated into one of the above categories.
10. The 2017 Determination provided a general increase of 2.5 per cent which was consistent with the Government's policy on wages.

**Local Government Remuneration Tribunal****Section 3      2018 Review**

---

11. The Tribunal wrote to all mayors in November 2017 advising of the commencement of the 2018 Annual Review. In doing so the Tribunal noted that at the time of making the 2017 determination a number of further merger proposals were on hold as a consequence of legal action taken by councils covered by these proposals. On 27 July 2017 the Premier, the Hon Gladys Berejiklian MP, issued a media release which advised that due to the protracted nature of those legal challenges and the impact on ratepayers, that the following mergers would not proceed:

- Burwood, City of Canada Bay and Strathfield Municipal councils
- Hornsby Shire and Ku-ring-gai councils
- Hunter's Hill, Lane Cove and City of Ryde councils
- Mosman Municipal, North Sydney and Willoughby councils
- Randwick City, Waverley and Woollahra Municipal councils.

12. While the Tribunal is only required to review the categorisation every three years, given the changed circumstances, if requested, the Tribunal stated it would review the allocation of the above metropolitan councils into the existing categories.

13. In this respect, any requests for a review would need to be supported by evidence which would indicate that the council is more appropriately allocated into another category based on the criteria.

14. The Tribunal also stated that it does not intend to alter the groups or the criteria which apply unless there is a very strong case to do so.

15. The Tribunal also wrote to the President of LGNSW in similar terms, and subsequently met with the Chief Executive of LGNSW. The Tribunal wishes to place on record its appreciation to the Chief Executive for meeting with the Tribunal.

16. In response to this review the Tribunal received 13 submissions from individual councils and a submission from LGNSW. Those submissions addressed the categorisation model and criteria, the allocation of councils into those categories, and/or the fees. A summary of the matters raised and the Tribunal's consideration of those matters is outlined below.

**Local Government Remuneration Tribunal****Categorisation****Categorisation model**

17. The majority of submissions supported the categorisation model, suggested additional categories or made no comment. Concerns were largely based on the criteria and in particular the emphasis on population to determine appropriate categorisation.
18. One submission also requested that consideration be given to making the criteria for Principal CBD and Major CBD more general in nature.
19. Apart from requests for new categories, no case has been put to the Tribunal to adjust or change the categorisation model. The Tribunal is required to review the categories every three years. As the current model was introduced in 2017 the Tribunal will next consider the model and the allocation of councils into that model in 2020.
20. The Tribunal has reviewed the criteria which apply to the categories of Principal CBD and Major CBD. The criteria for Principal CBD and Major CBD are specific to the characteristics of councils within those categories. This is different to the other categories which have indicative population thresholds and general criteria which describe common features of councils in these groups.

**Allocation of councils into categories**

21. The criteria applicable to the categories are outlined in Appendix 1. The categories differentiate councils on the basis of their geographic location with councils grouped as either metropolitan or non-metropolitan. With the exception of Principal CBD and Major CBD, population is the predominant criterion to determine categorisation. Other common features of councils within those categories are also broadly described. These criteria have relevance when population alone does not adequately reflect the status of one council compared to others with similar characteristics. In some instances the additional criteria will be sufficient enough to warrant the categorisation of a council into a group with a higher indicative population range.
22. In respect of the request to reconsider the criteria for Principal CBD and Major CBD, the Tribunal notes that the current criteria are specific to the councils of Sydney City and Parramatta City respectively. Prior to the making of the 2017 determination Sydney City Council was a standalone category. Parramatta City Council was grouped with Newcastle

### **Local Government Remuneration Tribunal**

City Council and Wollongong City Council. The Tribunal's 2017 review determined that Parramatta City Council would also be a standalone category within the group of metropolitan councils. Newcastle and Wollongong were placed in a separate category, Regional City.

23. The allocation of Sydney City Council and Parramatta City Council into unique categories reflects their status within the metropolitan area. These precincts have been identified by the NSW Government in its metropolitan planning policies<sup>1</sup> as "Metropolitan City Centres" and are the only local government precincts to be given this status. The Tribunal considers that Parramatta City Council is the only council which currently meets the criteria of Major CBD.
24. The Tribunal received ten requests for re-categorisation. Each of those requests was considered having regard to the case put forward and the criteria for each category. A multi variable approach was adopted in assessing each council against all the criteria (not only population) for the requested category and also the relativities within the categories. At the time of making the determination the Tribunal only had available to it population data as of 2016. The Australian Bureau of Statistics (ABS) has advised that more up to date population data will not be published until 24 April 2018 which is too late for consideration as part of this review. The Tribunal found that the current categorisation was appropriate, but noted that some of those councils seeking to be moved are likely to meet the criteria for re-categorisation in future determinations in the medium term. A summary of the Tribunal's findings for each of the applications is outlined in the following paragraphs.

#### **Penrith**

25. Penrith sought to be re-categorised to a new category (possibly Metropolitan Large – Growth Centre) to reflect expected population growth and development. The council submitted that the new category could have fees equivalent to Regional City. The submission also drew the Tribunal's attention to the regional servicing role of Penrith to Greater Western Sydney, the Blue Mountains and the Central West of NSW.

---

<sup>1</sup> Greater Sydney Commission's (GSC) Greater Sydney Regional Plan – *A metropolis of three cities – connecting people* – March 2018 (GSR Plan); Transport for NSW's *Future Transport Strategy 2056, March 2018*; NSW Government's *The NSW State Infrastructure Strategy 2018-2038, 18 March 2018*.

**Local Government Remuneration Tribunal**

26. The Tribunal examined Penrith's submission in the context of other councils in the Metropolitan Large category. Penrith currently has the smallest population in this group of councils and the degree of population growth is comparable to other fringe metropolitan councils. While the council area is host to a range of regional facilities these are similar to those available in other council areas within this group. On the basis of the information available the Tribunal does not find there is a case to create a new category to accommodate Penrith.

**Inner West**

27. Inner West has sought to be re-categorised from Metropolitan Medium to Metropolitan Large. The council has a population of 190,500 (2016) which is substantially below the population of other Metropolitan Large councils. In considering this request the Tribunal has reviewed the additional factors which guide categorisation to both Metropolitan Large and Metropolitan Medium, as outlined in Appendix 1 of this determination. The Tribunal notes that while significant residential development is proposed for this council that development is influenced by a number of urban renewal and infrastructure projects which have either not commenced or are in their early stages. The Tribunal finds the council does not demonstrate a sufficient number of additional criteria to warrant re-categorisation as Metropolitan Large at this time. However, with expected population growth it is likely the council may be more comparable with other Metropolitan Large councils in the short to medium term.

**Randwick**

28. Randwick has sought to be re-categorised from Metropolitan Medium to Metropolitan Large principally on the basis of its regional servicing and facilities. The Tribunal notes that the council's population of 146,250 (2016) is squarely within the indicative range for this category of (100,000 to 200,000). In reviewing this request the Tribunal has also considered the degree of regional servicing and sphere of economic influence. Having regard to those factors the Tribunal does not find that the council can display additional criteria to a degree comparable to other councils in Metropolitan Large or that re-categorisation into this group is appropriate.

**Canada Bay**

**Local Government Remuneration Tribunal**

29. Canada Bay has sought to be re-categorised from Metropolitan Small to Metropolitan Medium. Canada Bay has a population 90,850 (2016) which is the largest of the councils in Metropolitan Small but still well below the indicative range of Metropolitan Medium councils. The council has put a case forward based on its growing regional influence with a large influx of workers, shoppers and visitors each day.
30. The Tribunal has compared the profile of Canada Bay to other councils in Metropolitan Medium and finds that the scale of its operations and degree of regional servicing are not sufficient to warrant re-categorisation. The Tribunal notes however, that similar to Inner West, expected population growth it is likely to make the council more comparable to those in Metropolitan Medium in the medium term.

**Willoughby and North Sydney**

31. Both Willoughby and North Sydney have sought to be re-categorised from Metropolitan Small to Metropolitan Medium. Under the new categorisation model these councils were allocated into a category with lower fees than those previously available under the former categorisation. The Tribunal finds that while some existing councillors may be receiving lower fees as a result of the revised categorisation, this is not a factor in the categorisation of councils into categories.
32. The categories have been developed to group councils with as many like characteristics as possible. The Tribunal has considered the characteristics of Willoughby and North Sydney in the context of those that apply to both Metropolitan Small and Metropolitan Medium.
33. Willoughby has a population of 77,950 (2016) and North Sydney 72,150 (2016). Willoughby has sought to be re-categorised having regard to additional criteria including its scale of operations and businesses and the regional significance of its centres. North Sydney has sought consideration of its regional services and facilities and high percentage of non-resident visitors and workers.
34. Both councils have sought recognition of the significant number and percentage of non-resident workers, however the available data from the ABS would suggest that many other metropolitan councils across all categories host a significant number of non-resident workers.
35. The Tribunal notes that the current population of both councils is within the indicative population range for Metropolitan Small councils and well below that of Metropolitan Medium. Having regard to the addition criteria that apply to Metropolitan Small and

**Local Government Remuneration Tribunal**

Metropolitan Medium, the Tribunal finds that the characteristics of Willoughby and North Sydney are more appropriately aligned with those of other Metropolitan Small councils and finds no case for them to be re-categorised at this time.

**Port Macquarie**

36. Port Macquarie has sought to be re-categorised from Regional Rural to Regional Strategic Area. Alternatively, it is requested that consideration be given to the creation of a new category for similar councils in the Regional Rural group.
37. Port Macquarie has a population of 79,650 (2016) which is significantly below the indicative population range of Regional Strategic Area councils. The Tribunal finds that Port Macquarie has not demonstrated the additional criteria to warrant inclusion into this group.
38. The Tribunal notes that there is a large population range of those councils included in the Regional Rural category. These councils are grouped together to reflect their like features such as having a major township which provides regional servicing to smaller rural communities and rural councils. The Tribunal does not propose to further differentiate this group at this time.

**Maitland**

39. Maitland has sought to be re-categorised from Regional Rural to Regional Strategic Area or that a new category be created between Regional Rural and Regional Strategic Area.
40. Maitland has a population of 78,200 (2016) which is significantly below the indicative population range of Regional Strategic Area councils. The Tribunal finds that Maitland has not demonstrated the additional criteria to warrant inclusion into this group. As outlined above the Tribunal does not propose to further differentiate this group at this time.

**Hilltops**

41. Hilltops Council has sought to be re-categorised from Rural to Regional Rural. The new Hilltops Council is an amalgamation of three former councils in the Rural category (Young, Boorowa and Harden). The submission states that the new council has increased complexity of business and should be recognised as Regional Rural.
42. The Tribunal notes that Hilltops has a population of 19,150 (2016) which is just below the indicative population range of Regional Rural councils. The category of Regional Rural currently includes one council – Broken Hill – which has a population similar to that of Hilltops. Broken Hill warrants categorisation as Regional Rural in recognition of the degree

### **Local Government Remuneration Tribunal**

of regional servicing it provides to far western NSW. It is not considered that Hilltops provides the same degree of regional services and on that basis re-categorisation is not warranted at this time.

#### **Leeton**

43. Leeton has sought reconsideration of the criteria for eligibility to the categorisation of Regional Rural to take into account councils with populations of less than 20,000. Leeton has a population of 11,750 (2016).
44. Leeton has not sufficiently demonstrated that it meets the additional criteria for re-categorisation to Regional Rural level. The Tribunal does not propose to further differentiate this group at this time.

#### **Fees**

45. The LGNSW submission requested that the Tribunal increase fees by the allowable maximum of 2.5 per cent. The submission also reiterated its view that the current arrangement for setting fees is inappropriate and does not provide proper compensation for the significant workload and the range of responsibilities of mayors and councillors. Comparative information was presented in respect to board fees, fees paid to mayors and councillors of councils in Queensland and salaries for Members of Parliament. It was also suggested that when determining fees the Tribunal consider other matters, including the new induction and other professional development training requirements and the implementation of the NSW Local Government Capability Framework. The LGNSW submission also sought consideration of the non-payment of superannuation.
46. A number of submissions also sought an increase to the allowable maximum of 2.5 per cent and raised similar issues to LGNSW in respect to the current fees not being adequate compensation for the heavy or "full-time" workload and time commitment required to carry out mayoral and councillor duties.
47. One submission also raised the matter of fees for deputy mayors, submitting that an additional fee of \$200.00 per month be payable when the role of deputy mayor exists in a council.

### **Local Government Remuneration Tribunal**

#### **Findings**

##### **Quantum of Fees**

48. The Tribunal has considered the submissions received and notes the comparisons drawn between the fees paid to councillors and mayors in NSW with those in other states, members of Parliament in NSW, and members of boards and committees. The Tribunal is mindful that the roles and responsibilities of councillors and mayors in NSW are outlined in the LG Act and notes that they are not necessarily comparable to the roles and responsibilities of councillors and mayors in other states, members of Parliament or members of boards and committees.
49. The Tribunal also notes that some of the other matters raised by submissions are more appropriately dealt with in the context of the current Local Government reform agenda and are outside the Tribunal's powers.
50. The Tribunal is required to have regard to the Government's wages policy when determining the increase to apply to the maximum and minimum fees that apply to councillors and mayors. The public sector wages policy currently provides for a cap on increases of 2.5 per cent.
51. The Tribunal has reviewed the key economic indicators, including the Consumer Price Index and Wage Price Index, and had regard to budgetary limitations imposed by the Government's policy of rate pegging, and finds that the full increase of 2.5 per cent is warranted. The 2.5 per cent increase will apply to the minimum and the maximum of the ranges for all existing categories.

##### **Other matters**

52. The Tribunal notes that the NSW Independent Local Government Review Panel made a number of recommendations in 2013 which addressed the role and remuneration of mayors and deputy mayors. The Tribunal understands that those recommendations have not yet been implemented or were supported by the Government in part only.
53. Should the Government's policies change with respect to remuneration the Tribunal would be willing to participate in any further review or consideration of this matter.
54. The matter of the non-payment of superannuation has been previously raised in submissions to the Tribunal and is not a matter for the Tribunal to determine. Section

### **Local Government Remuneration Tribunal**

251 of the LG Act confirms that councillors are not employees of the council and the fee paid does not constitute a salary under the Act. The Tribunal notes that the Australian Tax Office has made a definitive ruling (ATO ID 2007/205) that allows councillors to redirect their annual fees into superannuation on a pre-tax basis and is a matter for councils (*Ref: Councillor Handbook, Oct 2017, Office of Local Government p.69*).

55. Councils have raised the matter of separate fees for deputy mayors on previous occasions and the Tribunal notes that it has previously determined that there is no provision in the LG Act to empower the Tribunal to determine a separate fee or fee increase for deputy mayors. The method for determining separate fees, if any, for a deputy mayor is provided in section 249 of the LG Act as follows:

#### **249 Fixing and payment of annual fees for the mayor**

- (1) *A council must pay the mayor an annual fee.*
- (2) *The annual fee must be paid in addition to the fee paid to the mayor as a councillor.*
- (3) *A council may fix the annual fee and, if it does so, it must fix the annual fee in accordance with the appropriate determination of the Remuneration Tribunal.*
- (4) *A council that does not fix the annual fee must pay the appropriate minimum fee determined by the Remuneration Tribunal.*
- (5) *A council may pay the deputy mayor (if there is one) a fee determined by the council for such time as the deputy mayor acts in the office of the mayor. The amount of the fee so paid must be deducted from the mayor's annual fee."*

### **Conclusion**

56. The Tribunal's determinations have been made with the assistance of the two Assessors - Mr Ian Reynolds and Mr Tim Hurst. The allocation of councils into each of the categories, pursuant to section 239 of the LG Act, is outlined in Determination No. 1. The maximum and minimum fees paid to councillors and mayors and members and chairpersons of county councils, pursuant to section 241 of the LG Act, are outlined in Determination No. 2.

**Local Government Remuneration Tribunal**

The Local Government Remuneration Tribunal

*Signed*

**Dr Robert Lang**

**Dated:** 17 April 2018

**Local Government Remuneration Tribunal**

## Section 4 Determinations

### Determination No. 1- Determination Pursuant to Section 239 of Categories of Councils and County Councils Effective From 1 July 2018

**Table 1: General Purpose Councils - Metropolitan**

Principal CBD (1)	Major CBD (1)
Sydney	Parramatta
Metropolitan Large (8)	Metropolitan Medium (9)
Blacktown	Bayside
Canterbury-Bankstown	Campbelltown
Cumberland	Georges River
Fairfield	Hornsby
Liverpool	Ku-ring-gai
Northern Beaches	Inner West
Penrith	Randwick
Sutherland	Ryde
	The Hills
Metropolitan Small (11)	
Burwood	
Camden	
Canada Bay	
Hunters Hill	
Lane Cove	
Mosman	
North Sydney	
Strathfield	
Waverley	
Willoughby	
Woollahra	

**Local Government Remuneration Tribunal**
**Table 2: General Purpose Councils – Non-Metropolitan**

Regional City (2)		Regional Strategic Area (2)	
Newcastle		Central Coast	
Wollongong		Lake Macquarie	

Regional Rural (37)		Rural (57)	
Albury		Balranald	Kyogle
Armidale		Bellingen	Lachlan
Ballina		Berrigan	Leeton
Bathurst		Bland	Liverpool Plains
Bega		Blayney	Lockhart
Blue Mountains		Bogan	Moree Plains
Broken Hill		Bourke	Murray River
Byron		Brewarrina	Murrumbidgee
Cessnock		Cabonne	Muswellbrook
Clarence Valley		Carrathool	Nambucca
Coffs Harbour		Central Darling	Narrabri
Dubbo		Cobar	Narrandera
Eurobodalla		Coolamon	Narromine
Goulburn Mulwaree		Coonamble	Oberon
Griffith		Cootamundra-Gundagai	Parkes
Hawkesbury		Cowra	Snowy Valleys
Kempsey		Dungog	Temora
Kiama		Edward River	Tenterfield
Lismore		Federation	Upper Hunter
Lithgow		Forbes	Upper Lachlan
Maitland		Gilgandra	Uralla
Mid-Coast		Glen Innes Severn	Walcha
Mid-Western		Greater Hume	Walgett
Orange		Gunnedah	Warren
Port Macquarie-Hastings		Gwydir	Warrumbungle
Port Stephens		Hay	Weddin
Queanbeyan-Palerang		Hilltops	Wentworth
Richmond Valley		Inverell	Yass
Shellharbour		June	
Shoalhaven			
Singleton			
Snowy Monaro			
Tamworth			
Tweed			
Wagga Wagga			
Wingecarribee			
Wollondilly			

**Local Government Remuneration Tribunal**
**Table 3: County Councils**

<b>Water (4)</b>
Central Tablelands
Goldenfields Water
Riverina Water
Rous

<b>Other (6)</b>
Castlereagh-Macquarie
Central Murray
Hawkesbury River
New England Tablelands
Upper Hunter
Upper Macquarie

**Local Government Remuneration Tribunal**
**Determination No. 2- Determination Pursuant to Section 241 of Fees  
for Councillors and Mayors**

Pursuant to s.241 of the *Local Government Act 1993*, the annual fees to be paid in each of the categories to Councillors, Mayors, Members and Chairpersons of County Councils effective on and from 1 July 2018 are determined as follows:

**Table 4: Fees for General Purpose and County Councils**

Category		Councillor/Member Annual Fee		Mayor/Chairperson Additional Fee*	
		Minimum	Maximum	Minimum	Maximum
General Purpose Councils – Metropolitan	Principal CBD	26,970	39,540	164,980	217,080
	Major CBD	17,980	33,310	38,200	107,620
	Metropolitan Large	17,980	29,670	38,200	86,440
	Metropolitan Medium	13,480	25,160	28,640	66,860
	Metropolitan Small	8,970	19,790	19,100	43,150
General Purpose Councils – Non-metropolitan	Regional City	17,980	31,260	38,200	97,370
	Regional Strategic Area	17,980	29,670	38,200	86,440
	Regional Rural	8,970	19,790	19,100	43,170
	Rural	8,970	11,860	9,540	25,880
County Councils	Water	1,780	9,890	3,820	16,250
	Other	1,780	5,910	3,820	10,790

\*This fee must be paid in addition to the fee paid to the Mayor/Chairperson as a Councillor/Member (s.249(2)).

**The Local Government Remuneration Tribunal**
**Signed**
**Dr Robert Lang**
**Dated:** 17 April 2018

**Local Government Remuneration Tribunal**

# **Appendices**

## **Appendix 1 Criteria that apply to categories**

**Principal CBD**

The Council of the City of Sydney (the City of Sydney) is the principal central business district (CBD) in the Sydney Metropolitan area. The City of Sydney is home to Sydney's primary commercial office district with the largest concentration of businesses and retailers in Sydney. The City of Sydney's sphere of economic influence is the greatest of any local government area in Australia.

The CBD is also host to some of the city's most significant transport infrastructure including Central Station, Circular Quay and International Overseas Passenger Terminal. Sydney is recognised globally with its iconic harbour setting and the City of Sydney is host to the city's historical, cultural and ceremonial precincts. The City of Sydney attracts significant visitor numbers and is home to 60 per cent of metropolitan Sydney's hotels.

The role of Lord Mayor of the City of Sydney has significant prominence reflecting the CBD's importance as home to the country's major business centres and public facilities of state and national importance. The Lord Mayor's responsibilities in developing and maintaining relationships with stakeholders, including other councils, state and federal governments, community and business groups, and the media are considered greater than other mayoral roles in NSW.

**Major CBD**

The Council of the City of Parramatta (City of Parramatta) is the economic capital of Greater Western Sydney and the geographic and demographic centre of Greater Sydney. Parramatta is the second largest economy in NSW (after Sydney CBD) and the sixth largest in Australia.

As a secondary CBD to metropolitan Sydney the Parramatta local government area is a major provider of business and government services with a significant number of organisations relocating their head offices to Parramatta. Public administration and safety has been a growth sector for Parramatta as the State Government has promoted a policy of moving government agencies westward to support economic development beyond the Sydney CBD.

The City of Parramatta provides a broad range of regional services across the Sydney Metropolitan area with a significant transport hub and hospital and educational facilities. The City of Parramatta is home to the Westmead Health and Medical Research precinct which represents the largest concentration of hospital and health services in Australia, servicing Western Sydney and providing other specialised services for the rest of NSW.

The City of Parramatta is also home to a significant number of cultural and sporting facilities (including Sydney Olympic Park) which draw significant domestic and international visitors to the region.

### Local Government Remuneration Tribunal

#### Metropolitan Large

Councils categorised as Metropolitan Large will typically have a minimum population of 200,000.

Other features may include:

- total operating revenue exceeding \$200M per annum
- the provision of significant regional services to greater Sydney including, but not limited to, major education, health, retail, sports, other recreation and cultural facilities
- significant industrial, commercial and residential centres and development corridors
- high population growth.

Councils categorised as Metropolitan Large will have a sphere of economic influence and provide regional services considered to be greater than those of other metropolitan councils.

#### Metropolitan Medium

Councils categorised as Metropolitan Medium will typically have a minimum population of 100,000.

Other features may include:

- total operating revenue exceeding \$100M per annum
- services to greater Sydney including, but not limited to, major education, health, retail, sports, other recreation and cultural facilities
- industrial, commercial and residential centres and development corridors
- high population growth.

The sphere of economic influence, the scale of council operations and the extent of regional servicing would be below that of Metropolitan Large councils.

#### Metropolitan Small

Councils categorised as Metropolitan Small will typically have a population less than 100,000.

Other features which distinguish them from other metropolitan councils include:

- total operating revenue less than \$150M per annum.

While these councils may include some of the facilities and characteristics of both Metropolitan Large and Metropolitan Medium councils the overall sphere of economic influence, the scale of council operations and the extent of regional servicing would be below that of Metropolitan Medium councils.

### Local Government Remuneration Tribunal

#### Regional City

Councils categorised as Regional City will typically have a population above 150,000. These councils are metropolitan in nature with major residential, commercial and industrial areas. These Councils typically host government departments, major tertiary education and health facilities and incorporate high density commercial and residential development.

These councils provide a full range of higher order services and activities along with arts, culture, recreation and entertainment facilities to service the wider community and broader region. These councils typically also contain ventures which have a broader State and national focus which impact upon the operations of the council.

Newcastle City Council and Wollongong City Councils are categorised as Regional City.

#### Regional Strategic Area

Councils categorised as Regional Strategic Area are differentiated from councils in the Regional Rural category on the basis of their significant population. Councils categorised as Regional Strategic Area will typically have a population above 200,000. These councils contain a mix of urban and rural settlements. They provide a range of services and activities including business, office and retail uses, along with arts, culture, recreation and entertainment facilities to service the wider community. These councils host tertiary education campuses and health facilities.

While councils categorised as Regional Strategic Area may have populations which exceed those of Regional City, they would not typically provide the same range of regional services or have an equivalent sphere of economic influence.

Central Coast Council and Lake Macquarie Council are categorised as Regional Strategic Area.

#### Regional Rural

Councils categorised as Regional Rural will typically have a minimum population of 20,000.

Other features which distinguish them from other non-metropolitan councils include:

- a major town or towns with the largest commercial component of any location in the surrounding area
- a significant urban population existing alongside a traditional farming sector, and are surrounded by smaller towns and villages or may be located on or close to the coast with high levels of population and tourist facilities
- provide a full range of higher-order services including business, office and retail uses with arts, culture, recreation and entertainment centres
- regional services to the wider community through principal referral hospitals, tertiary education services and major regional airports
- these councils may also attract large visitor numbers to established tourism ventures.

**Local Government Remuneration Tribunal****Rural**

Councils categorised as Rural will typically have a population below 20,000.

Other features which distinguish them from other non-metropolitan councils include:

- one or two significant townships combined with a considerable dispersed population spread over a large area and a long distance from a major regional centre
- a limited range of services, facilities and employment opportunities compared to Regional Rural councils
- local economies based on agricultural/resource industries.

**County Councils - Water**

County councils that provide water and/or sewerage functions with a joint approach in planning and installing large water reticulation and sewerage systems.

**County Councils - Other**

County councils that administer, control and eradicate declared noxious weeds as a specified Local Control Authority under the *Noxious Weeds Act 1993*.

**Item No:** C0718 Item 5

**Subject:** DELEGATIONS TO THE GENERAL MANAGER - CONTRACTS

**Prepared By:** Nellette Kettle - Group Manager Integration, Customer Service, Business Excellence and Civic and Executive Support

**Authorised By:** Rik Hart - Interim General Manager

### SUMMARY

To provide Council with further information on the Delegation to the General Manager with respect to contracts.

### RECOMMENDATION

**THAT the information be received and noted and that Council delegate to the General Manager power to enter into contracts up to \$1,500,000.**

### BACKGROUND

On 22 May 2018, Council resolved to “adopt the delegations in the report apart from the delegation in relation to entering into contracts. Council requests further information about the implications of setting the contract amount at a lesser amount”.

This report provides further information on the delegation to the General Manager to enter into contracts.

The delegation to enter into contracts refers to the General Manager’s ability to enter into a new contract for the supply of goods or services. It is not a limit for the making of a payment.

There is currently no limit on the General Manager’s delegation to enter into contracts.

A limit of \$2 million is proposed based on officers’ assessment of an appropriate limit for a Council of this size, having regard to feedback at the Councillor workshop that Councillors would like to see some limit in place.

For comparison purposes, the following delegations were in place at the former councils:

Ashfield	No limitation
Leichhardt	No limitation, subject to Delivery Program, budget and Council resolutions.
Marrickville	No limitation

A small selection of other councils were also sampled, as follows:

Council	Approximate annual budget	Delegation
Liverpool	\$250M	Expenditure of funds up to \$5M Acceptance of tenders up to \$1M
Northern Beaches	\$350M	No limitation
Canterbury Bankstown	\$290M	No expenditure limits Acceptance of tenders up to \$1M
City of Sydney	\$650M	Tenders and contracts up to \$5M

The following table shows the indicative number of contracts that would be captured at various delegation levels based on the last twelve months of contract execution:

Contract Value Range	Number of contracts	Ratio of each contract type	Cumulative ratio
\$150,000 - \$500,000	22	49%	49%
\$500,000 to \$1Million	17	38%	87%
\$1 Million Plus	6	13%	100%

With a \$500,000 contract delegation limit to the General Manager, on average, there would be at least one report going to each (fortnightly) Council meeting for approval, as approximately half of all major contracts (above \$150k threshold) fall above the \$500k delegation line. The types of contracts typically associated with this spend are for consultants, suppliers and contractors to work on projects within Council's capital works programs, including renewals and upgrades of amenities and facilities.

With a \$1M contract delegation limit to the General Manager, on average a report would go to a council meeting every one to two months for approval to proceed to execute a contract. Approximately 10-15% of all major contracts fall above the \$1M delegation limit. The types of contracts typically associated with this spend are for consultants, suppliers and contractors to work on large scale new or upgrading capital works projects that are known to the public (e.g. aquatic centre, childcare centre, town centre upgrades).

#### **FINANCIAL IMPLICATIONS**

As above.

#### **OTHER STAFF COMMENTS**

Council's Procurement Team has provided input to this report.

#### **PUBLIC CONSULTATION**

Nil.

#### **CONCLUSION**

A limit of less than \$1.5M is not recommended as it would cause delay to the procurement and progression of projects, particularly where the Council agendas are already filled and items are regularly carried forward to future meetings without completion.

#### **ATTACHMENTS**

Nil.

**Item No:** C0718 Item 6

**Subject:** INVESTMENT REPORT AS AT 31 MAY 2018

**Prepared By:** Brendhan Barry - Manager Financial Services

**Authorised By:** Pav Kuzmanovski - Group Manager Finance

### **SUMMARY**

In accordance with the requirements of clause 212 of the Local Government (General) Regulation 2005, Council is provided with a listing of all investments made pursuant to section 625 of the Local Government Act 1993 and reported for period ending 31 May 2018.

---

### **RECOMMENDATION**

**THAT the report be received and noted.**

---

### **BACKGROUND**

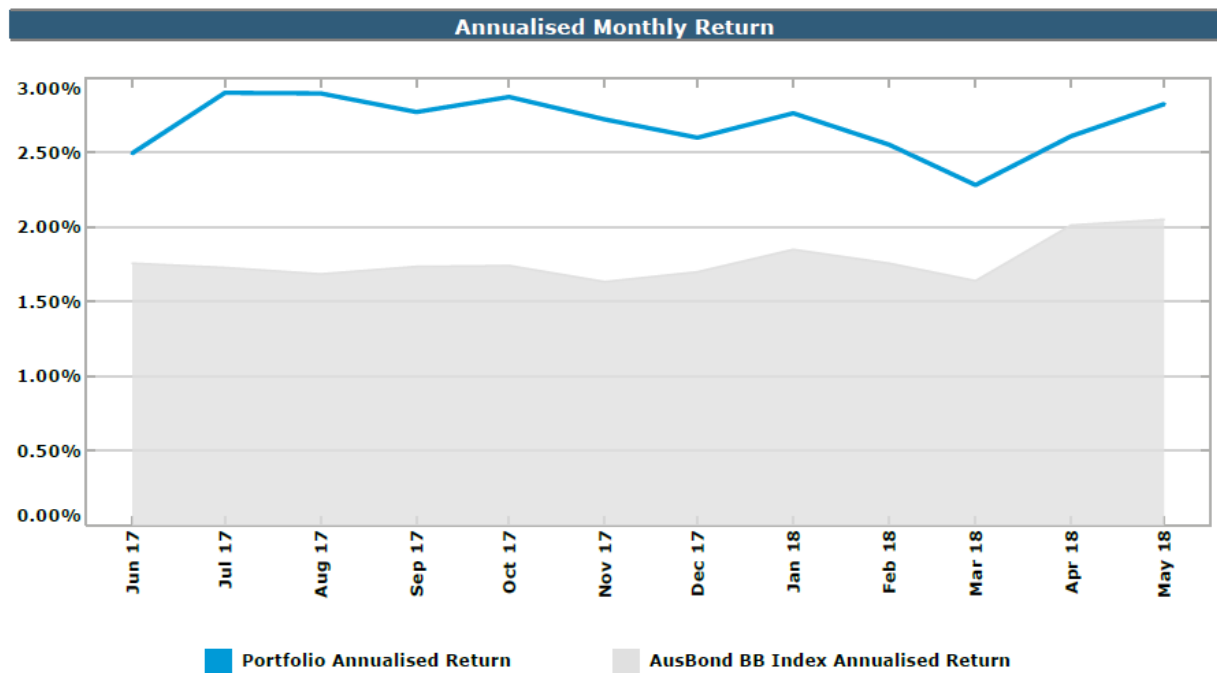
Clause 212 of the Local Government (General) Regulation 2005 requires that a report be presented to Council each month listing all investments with a certification from the Responsible Accounting Officer. Attached to this report are further reports from Council's Investment Advisors, Prudential Investment Services.

### **FINANCIAL IMPLICATIONS**

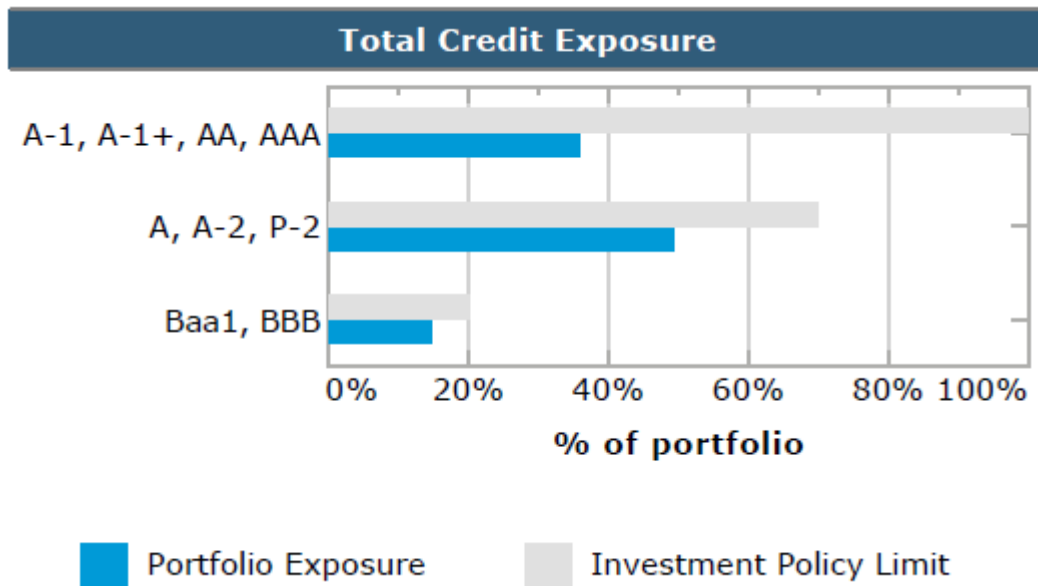
The Investment Holdings report (**Attachment 1**) for the period ending 31 May 2018 reflects Council's holding in various investment categories these are listed in the table below. Council's portfolio size sits at \$212m, of which 85% was rated A rated or above.

ADI Lending Status *	Current Month (\$)	Previous Month (\$)
Fossil Fuel Lending ADIs		
Bank of Queensland	15,000,000	15,000,000
Commonwealth Bank of Australia	4,530,452	4,530,105
National Australia Bank	12,000,000	12,000,000
Westpac Group	14,000,000	14,000,000
	45,530,452 21%	45,530,105 21%
Non Fossil Fuel Lending ADIs		
ANZ Group (Green)	2,000,000	2,000,000
Auswide Bank	8,000,000	8,000,000
Bendigo and Adelaide Bank	40,500,000	40,500,000
CBA (Climate)	11,100,000	10,000,000
Credit Union Australia	12,000,000	12,000,000
Greater Building Society	2,000,000	2,000,000
Heritage Bank	5,800,000	5,800,000
IMB Ltd	7,000,000	7,000,000
Members Equity Bank	37,000,000	40,000,000
MyState Bank	3,000,000	
Newcastle Permanent Building Society	1,700,000	1,700,000
Non ADI	1,596,816	1,600,491
Rural Bank	2,000,000	2,000,000
Suncorp Bank	32,000,000	38,000,000
Teachers Mutual Bank	1,200,000	1,200,000
	166,896,816 79%	171,800,491 79%
	212,427,268	217,330,596

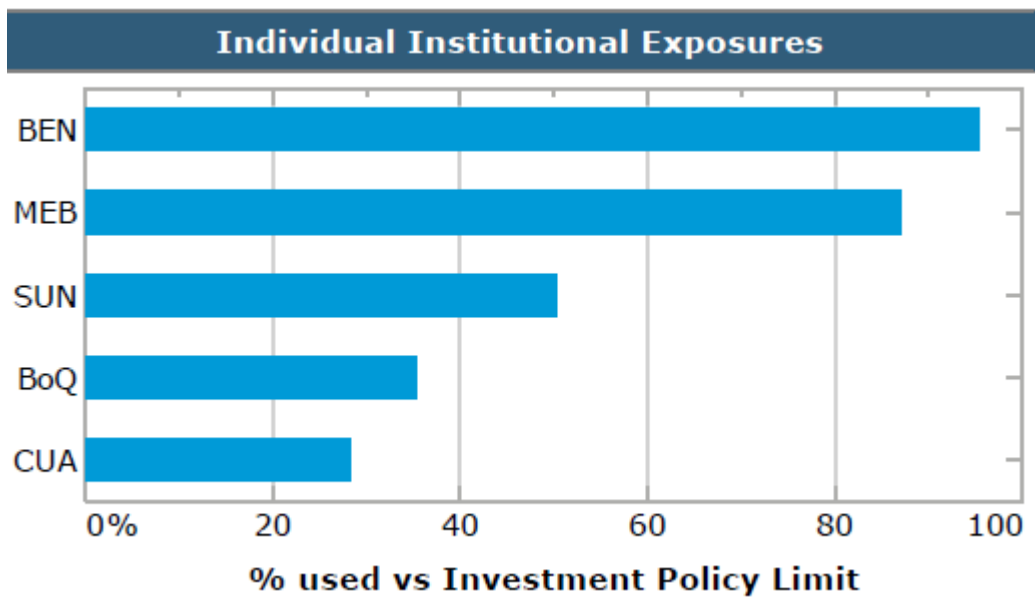
\* source: <http://www.marketforces.org.au>



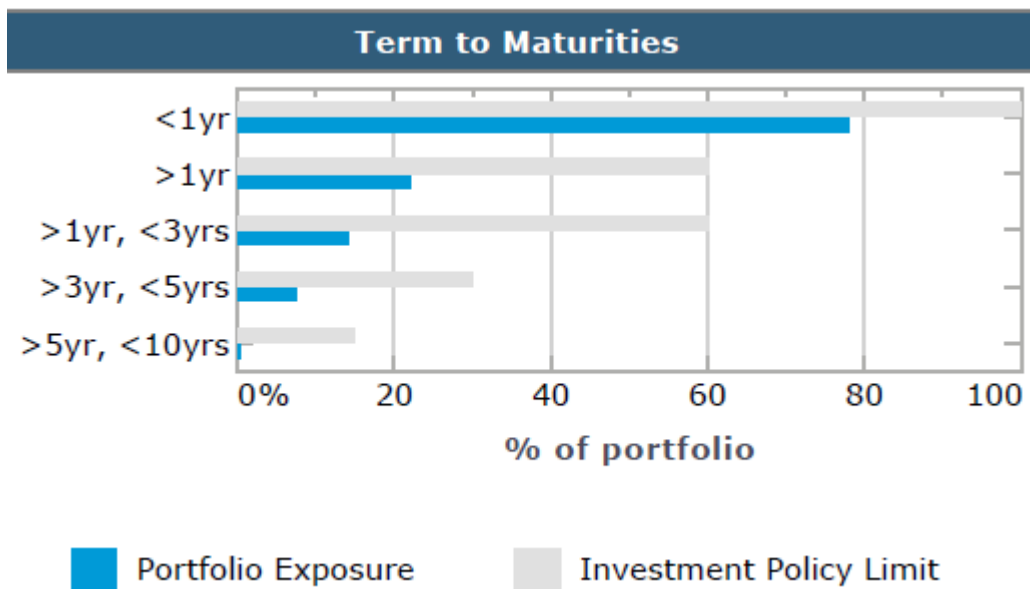
Council's annualised return of continues to exceed the bank bill index benchmark. The period ending 31 May 2018, the portfolio for Inner West Council had a One-Month Portfolio Investment Return of 2.83%, above the UBSWA Bank Bill Index Benchmark (2.05%).



Council has a well-diversified portfolio with 85% of the portfolio spread among the top three credit rating categories (A long term / A2 short term and higher).

**Item 6**


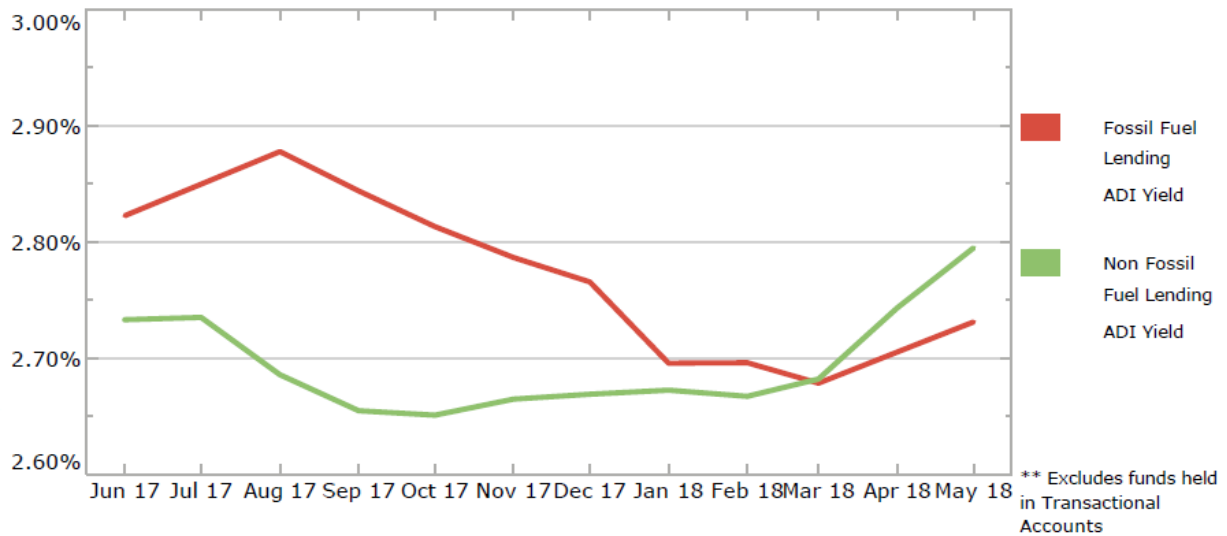
Council has a well-diversified portfolio invested among a range of term deposits and floating rate notes from highly rated Australian ADIs. The graph above shows Council's individual institution exposure compared with the investment policy limits.



The graph above demonstrates the term to maturity for Council's investments compared to Council's approved investment policy limits.

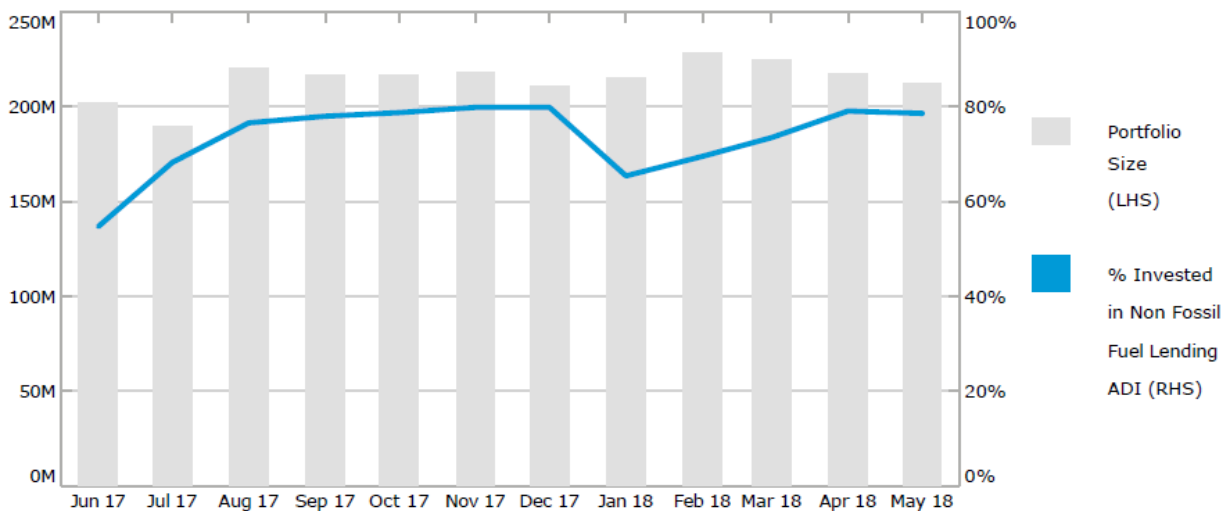
### Environmental Commitments

#### Weighted Average Yield - Fossil Fuel vs Non Fossil Fuel Lending ADI



The graph above illustrates the gap between yields received from Fossil Fuel (FF) versus Non Fossil Fuel (NFF) Investments.

#### Historical Portfolio Exposure to Non Fossil Fuel Lending ADIs



Council's holdings in Non-Fossil investments were \$166.9m with the relative total portfolio percentage of 79% in Non-Fossil investments. The attachments to this report summarise all investments held by Council and interest returns for periods ending 31 May 2018.

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 of May 2018 have been made in accordance with the Local Government Act, Local Government Regulations and the Inner West Council Investment Policy.

**ATTACHMENTS**

1. [↓](#) IWC May18
2. [↓](#) IWC Economic and Investment Portfolio Commentary May18



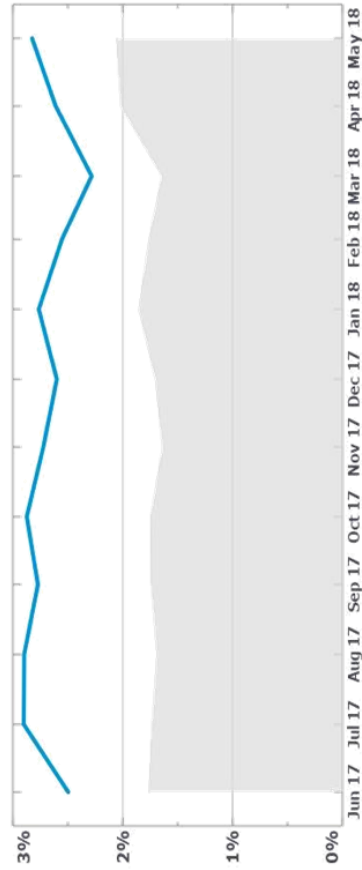
**Investment Summary Report  
May 2018**



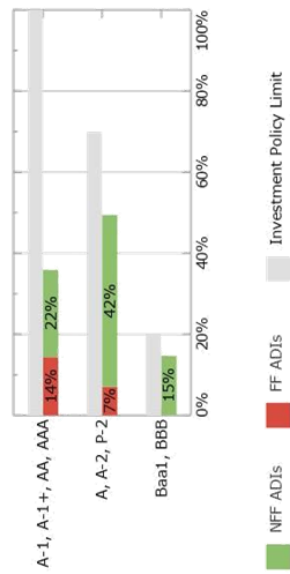
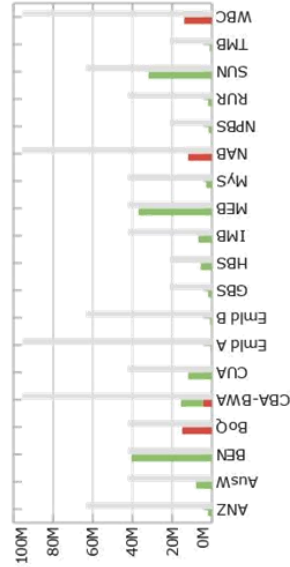
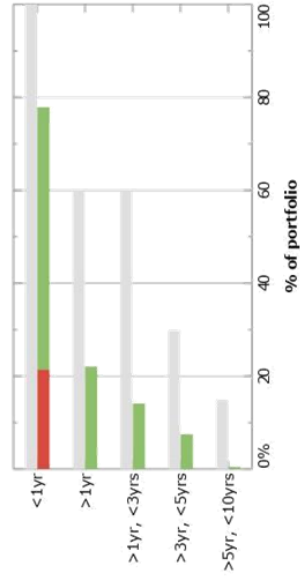
**Inner West Council  
Executive Summary - May 2018**

**Investment Holdings**

By Product	Face Value (\$)	Current Value (\$)	Current Yield (%)
Bonds	13,100,000.00	13,290,951.50	3.2500
Cash	530,451.90	530,451.90	1.1000
Floating Rate Note	34,200,000.00	34,388,642.35	3.1720
Mortgage Backed Security	1,596,815.94	1,152,722.36	2.5721
Term Deposit	163,000,000.00	164,599,686.20	2.6779
	<b>212,427,267.84</b>	<b>213,962,454.31</b>	<b>2.7973</b>

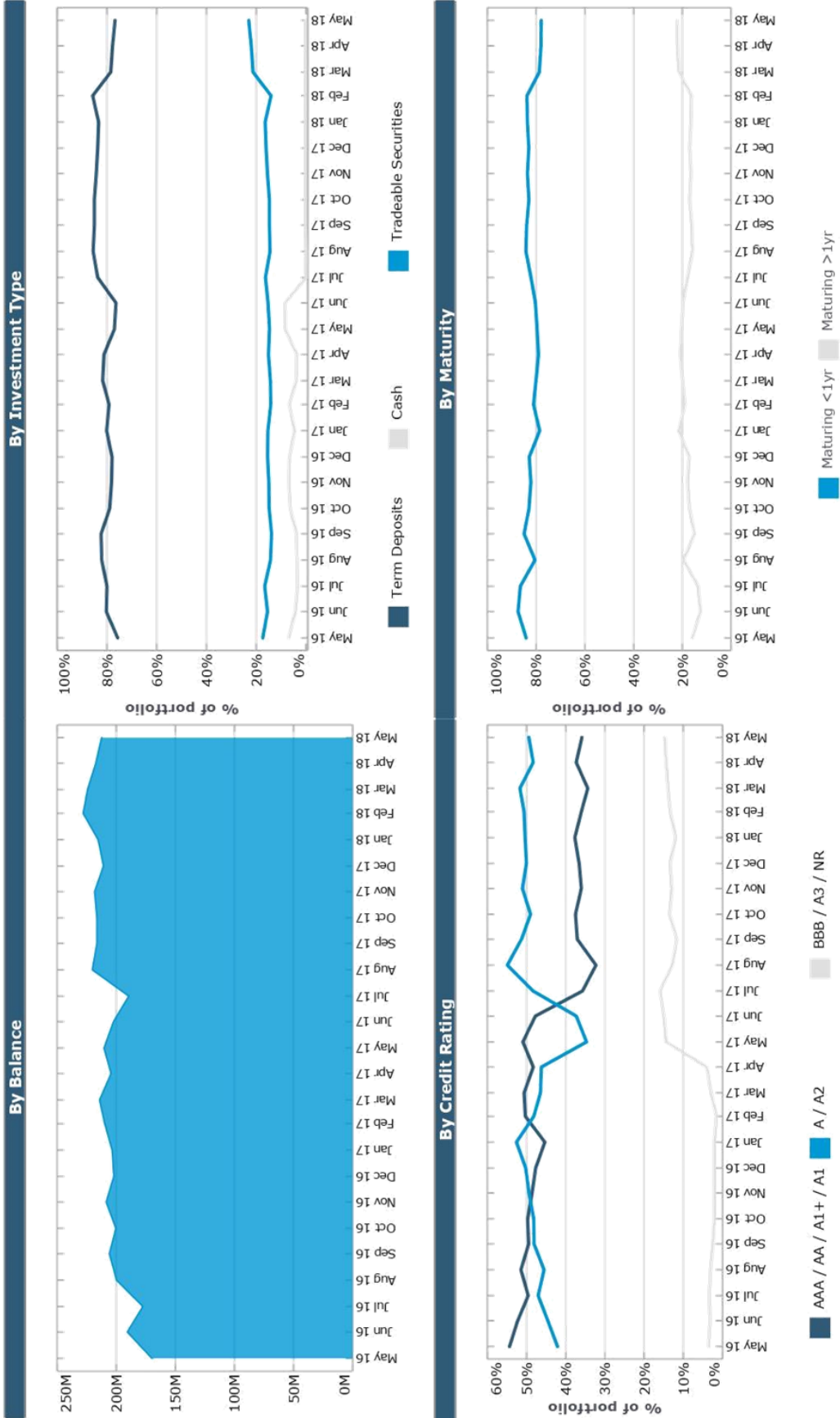
**Investment Performance**

 Portfolio Annualised Return

 Bloomberg BB Index Annualised Return

**Investment Policy Compliance**
**Total Credit Exposure**

**Individual Exposures**

**Term to Maturities**




**Inner West Council  
Historical Graphs - May 2018**



**Inner West Council**  
 Investment Holdings Report - May 2018


<b>Cash Accounts</b>					
	Face Value (\$)	Current Yield	Institution	Credit Rating	Purchase Price (\$)
	530,451.90	1.1000%	Commonwealth Bank of Australia	A-1+	
	<b>530,451.90</b>	<b>1.1000%</b>			

<b>Term Deposits</b>									
Maturity Date	Face Value (\$)	Rate	Institution	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Deal No.	Accrued Interest (\$)
7-Jun-18	2,000,000.00	2.8000%	Credit Union Australia	A-2	2,000,000.00	9-Jun-17	2,054,772.60	535350	54,772.60
13-Jun-18	6,000,000.00	2.5900%	National Australia Bank	A-1+	6,000,000.00	28-Sep-17	6,104,735.34	535809	104,735.34
13-Jun-18	1,000,000.00	2.7000%	Bendigo and Adelaide Bank	A-2	1,000,000.00	14-Jun-17	1,026,038.36	535359	26,038.36
19-Jun-18	4,000,000.00	2.5500%	Bankwest	A-1+	4,000,000.00	22-Dec-17	4,044,991.78	536097	44,991.78
19-Jun-18	1,000,000.00	2.6000%	Bank of Queensland	A-2	1,000,000.00	22-Dec-17	1,011,468.49	536098	11,468.49
28-Jun-18	4,000,000.00	2.4800%	National Australia Bank	A-1+	4,000,000.00	30-Oct-17	4,058,161.10	535898	58,161.10
28-Jun-18	3,000,000.00	3.0000%	Westpac Group	A-1+	3,000,000.00	29-Aug-16	3,068,054.79	534181	68,054.79
2-Jul-18	4,000,000.00	2.5000%	Suncorp Bank	A-1	4,000,000.00	30-Oct-17	4,058,630.14	535899	58,630.14
2-Jul-18	1,000,000.00	2.6000%	Bank of Queensland	A-2	1,000,000.00	22-Dec-17	1,011,468.49	536099	11,468.49
2-Jul-18	9,000,000.00	2.6000%	ME Bank	A-2	9,000,000.00	22-Dec-17	9,103,216.44	536100	103,216.44
11-Jul-18	2,000,000.00	2.8200%	National Australia Bank	A-1+	2,000,000.00	11-Jan-17	2,021,787.40	534758	21,787.40
12-Jul-18	4,000,000.00	3.0000%	Westpac Group	A-1+	4,000,000.00	12-Aug-16	4,096,247.57	534129	96,247.57
30-Aug-18	6,000,000.00	2.6000%	Bank of Queensland	A-2	6,000,000.00	30-Nov-17	6,078,213.70	536009	78,213.70
4-Sep-18	2,000,000.00	2.6200%	ME Bank	A-2	2,000,000.00	30-Nov-17	2,026,271.78	536011	26,271.78
11-Sep-18	6,000,000.00	2.5000%	Suncorp Bank	A-1	6,000,000.00	31-Jan-18	6,049,726.03	536171	49,726.03
9-Oct-18	2,000,000.00	3.1000%	Westpac Group	A-1+	2,000,000.00	7-Oct-16	2,039,917.81	534428	39,917.81
30-Oct-18	8,000,000.00	2.7000%	Bendigo and Adelaide Bank	A-2	8,000,000.00	30-Oct-17	8,126,641.10	535896	126,641.10
29-Nov-18	5,000,000.00	2.6000%	Bank of Queensland	A-2	5,000,000.00	30-Nov-17	5,065,178.08	536010	65,178.08
4-Dec-18	5,000,000.00	2.5500%	Bendigo and Adelaide Bank	A-2	5,000,000.00	31-Jan-18	5,042,267.12	536169	42,267.12
11-Dec-18	5,000,000.00	2.5500%	IMB Ltd	A-2	5,000,000.00	31-Jan-18	5,042,267.12	536170	42,267.12




**Inner West Council  
Investment Holdings Report - May 2018**

Term Deposits											
Maturity Date	Face Value (\$)	Rate	Institution	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Deal No.	Accrued Interest (\$)	Coupon Frequency	Reference
11-Dec-18	9,000,000.00	2.6000%	ME Bank	A-2	9,000,000.00	31-Jan-18	9,077,572.60	536172	77,572.60	At Maturity	
7-Jan-19	4,000,000.00	2.6000%	ME Bank	A-2	4,000,000.00	28-Feb-18	4,026,498.63	536331	26,498.63	At Maturity	
7-Jan-19	1,000,000.00	2.4500%	Suncorp Bank	A-1	1,000,000.00	28-Feb-18	1,006,242.47	536332	6,242.47	At Maturity	
14-Jan-19	5,000,000.00	2.6000%	Bendigo and Adelaide Bank	A-2	5,000,000.00	28-Feb-18	5,033,123.29	536320	33,123.29	At Maturity	
14-Jan-19	2,000,000.00	3.0000%	Bank of Queensland	A-2	2,000,000.00	12-Jan-17	2,023,013.70	534764	23,013.70	Annually	
22-Jan-19	3,500,000.00	2.6800%	Credit Union Australia	A-2	3,500,000.00	21-Feb-18	3,525,698.63	536251	25,698.63	At Maturity	
5-Feb-19	2,000,000.00	2.5500%	IMB Ltd	A-2	2,000,000.00	28-Feb-18	2,012,994.52	536322	12,994.52	At Maturity	
5-Feb-19	3,000,000.00	2.6000%	ME Bank	A-2	3,000,000.00	28-Feb-18	3,019,873.97	536323	19,873.97	At Maturity	
14-Feb-19	2,000,000.00	3.0000%	Westpac Group	A-1+	2,000,000.00	14-Feb-17	2,017,589.04	534873	17,589.04	Annually	
19-Feb-19	3,500,000.00	2.7000%	Credit Union Australia	A-2	3,500,000.00	21-Feb-18	3,525,890.41	536252	25,890.41	At Maturity	
13-Mar-19	5,000,000.00	2.6200%	Bendigo and Adelaide Bank	A-2	5,000,000.00	28-Feb-18	5,033,378.08	536321	33,378.08	At Maturity	
13-Mar-19	8,000,000.00	2.7000%	Auswide Bank	P-2	8,000,000.00	15-Mar-18	8,046,158.90	536439	46,158.90	At Maturity	
12-Apr-19	5,000,000.00	2.7500%	Suncorp Bank	A-1	5,000,000.00	27-Apr-18	5,013,184.93	536556	13,184.93	At Maturity	
26-Apr-19	15,000,000.00	2.7500%	Suncorp Bank	A-1	15,000,000.00	27-Apr-18	15,039,554.79	536555	39,554.79	At Maturity	
7-May-19	2,000,000.00	2.8400%	Rural Bank	A-2	2,000,000.00	31-May-18	2,000,155.62	536680	155.62	At Maturity	
14-May-19	3,000,000.00	2.8000%	MyState Bank	P-2	3,000,000.00	31-May-18	3,000,230.14	536679	230.14	At Maturity	
21-May-19	3,000,000.00	2.8000%	ME Bank	A-2	3,000,000.00	31-May-18	3,000,230.14	536681	230.14	At Maturity	
28-May-19	3,000,000.00	2.8000%	ME Bank	A-2	3,000,000.00	31-May-18	3,000,230.14	536683	230.14	At Maturity	
30-Oct-19	4,000,000.00	2.9000%	Bendigo and Adelaide Bank	BBB+	4,000,000.00	30-Oct-17	4,068,010.96	535897	68,010.96	Annually	
163,000,000.00					2.6779%		163,000,000.00	164,599,686.20		1,599,686.20	

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
14-Nov-18	3,000,000.00	3.1850%	BEN Snr FRN (Nov18) BBSW+1.27%	A-2	3,000,000.00	7-Nov-13	3,015,242.05	402080	4,712.05	14-Aug-18



**Inner West Council**  
 Investment Holdings Report - May 2018


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
25-Feb-19	1,000,000.00	2.8750%	WBC Snr FRN (Feb19) BBSW+0.94%	A-1+	1,000,000.00	14-Feb-14	1,004,711.37	421808	551.37	27-Aug-18
10-May-19	2,000,000.00	2.9400%	WBC Snr FRN (May19) BBSW+1.00%	A-1+	2,000,000.00	11-Mar-16	2,014,864.11	533332	3,544.11	10-Aug-18
28-Oct-19	1,200,000.00	3.4350%	TMB Snr FRN (Oct19) BBSW+1.40%	BBB	1,200,000.00	28-Oct-16	1,205,677.81	534461	3,613.81	30-Jul-18
21-Feb-20	3,000,000.00	3.0342%	BEN Snr FRN (Feb20) BBSW+1.10%	BBB+	3,000,000.00	21-Nov-16	3,017,533.25	534538	2,743.25	21-Aug-18
24-Feb-20	1,000,000.00	3.3900%	GBS Snr FRN (Feb20) BBSW+1.45%	BBB	1,000,000.00	24-Feb-17	1,000,664.54	534887	743.01	24-Aug-18
24-Feb-20	1,000,000.00	3.3900%	GBS Snr FRN (Feb20) BBSW+1.45%	BBB	1,000,000.00	24-Feb-17	1,000,664.54	534888	743.01	24-Aug-18
20-Mar-20	1,500,000.00	3.2650%	CJA Snr FRN (Mar20) BBSW+1.30%	BBB	1,500,000.00	20-Mar-17	1,516,335.00	534992	9,795.00	20-Jun-18
20-Mar-20	1,500,000.00	3.2650%	CJA Snr FRN (Mar20) BBSW+1.30%	BBB	1,500,000.00	20-Mar-17	1,516,335.00	534993	9,795.00	20-Jun-18
6-Apr-20	2,000,000.00	3.2900%	ME Bank Snr FRN (Apr20) BBSW+1.25%	BBB	2,000,000.00	6-Apr-17	2,015,175.34	535107	10,095.34	6-Jul-18
18-Aug-20	2,000,000.00	3.0350%	BEN Snr FRN (Aug20) BBSW+1.10%	BBB+	2,000,000.00	18-Aug-15	2,013,608.22	505171	2,328.22	20-Aug-18
18-Aug-20	1,000,000.00	3.0350%	BEN Snr FRN (Aug20) BBSW+1.10%	BBB+	1,000,000.00	18-Aug-15	1,006,804.11	505174	1,164.11	20-Aug-18
18-Aug-20	2,000,000.00	3.0350%	BEN Snr FRN (Aug20) BBSW+1.10%	BBB+	2,000,000.00	18-Aug-15	2,013,608.22	505175	2,328.22	20-Aug-18
9-Nov-20	2,000,000.00	3.2050%	ME Bank Snr FRN (Nov20) BBSW+1.25%	BBB	2,000,000.00	9-Nov-17	2,004,519.18	535918	4,039.18	9-Aug-18
29-Mar-21	5,800,000.00	3.2600%	HBS Snr FRN (Mar21) BBSW+1.23%	Baa1	5,800,000.00	29-Mar-18	5,831,819.75	536454	33,153.75	29-Jun-18
16-Aug-22	1,000,000.00	2.8700%	SUN Snr FRN (Aug22) BBSW+0.97%	A+	1,000,000.00	16-Aug-17	1,018,128.08	535607	1,258.08	16-Aug-18
25-Jan-23	1,500,000.00	3.1050%	BEN Snr FRN (Jan23) BBSW+1.05%	BBB+	1,500,000.00	25-Jan-18	1,496,988.70	536141	4,593.70	25-Jul-18
6-Feb-23	1,700,000.00	3.3950%	NPBS Snr FRN (Feb23) BBSW+1.40%	BBB	1,700,000.00	6-Feb-18	1,695,963.08	536175	3,953.08	7-Aug-18
34,200,000.00 3.1720%					34,200,000.00		34,388,642.35		99,154.29	

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
3-Jun-20	2,000,000.00	3.2500%	ANZ 'Green' Snr Bond (Jun20)	3.25%	AA-	1,987,680.00	3-Jun-15	2,055,444.29	505284	31,964.29 3.3850%
31-Mar-22	10,000,000.00	3.2500%	CBA 'Climate' Snr Bond (Mar22)	3.25%	AA-	10,088,200.00	28-Mar-18	10,122,078.57	536469	52,678.57 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	1,113,428.64	536652	5,794.64 3.1115%



**Inner West Council**  
Investment Holdings Report - May 2018



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
13,100,000.00					13,187,078.00		13,290,951.50		90,437.50	3.0947%	
Mortgage Backed Securities											
Weighted Avg Life	Face Value (\$)	Current Coupon	Security Name	Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Deal No.	Accrued Interest (\$)		Reference
22-Aug-22	596,815.94	2.3842%	Emerald Reverse Mortgage (A Tranche)	AAA	1,000,000.00	17-Jul-06	471,913.42	310321	428.83		
23-Aug-27	1,000,000.00	2.6842%	Emerald Reverse Mortgage (B Tranche)	AA	1,000,000.00	17-Jul-06	680,808.94	310334	808.94		
	1,596,815.94	2.5721%			2,000,000.00		1,152,722.35		1,237.76		



**Inner West Council**  
 Accrued Interest Report - May 2018


<b>Accrued Interest Report</b>										
<b>Investment</b>	<b>Deal No.</b>	<b>Ref</b>	<b>Face Value (\$)</b>	<b>Settlement Date</b>	<b>Maturity Date</b>	<b>Interest Received (\$)</b>	<b>Days</b>	<b>Interest Accrued (\$)</b>	<b>Percentage Return</b>	
<b>Bonds</b>										
ANZ 'Green' Snr Bond (Jun20) 3.25%	505284		2,000,000.00	03-Jun-15	03-Jun-20		31	5,535.72	3.26%	
CBA 'Climate' Snr Bond (Mar22) 3.25%	536469		10,000,000.00	29-Mar-18	31-Mar-22		31	27,678.57	3.26%	
CBA 'Climate' Snr Bond (Mar22) 3.25%	536652		1,100,000.00	24-May-18	31-Mar-22		8	785.71	3.26%	
<b>Bonds Total</b>								<b>34,000.00</b>	<b>3.26%</b>	
<b>Cash</b>										
Commonwealth Bank of Australia	535861		530,451.90			347.11	31	347.11	1.10%	
<b>Cash Total</b>						<b>347.11</b>		<b>347.11</b>	<b>1.10%</b>	
<b>Floating Rate Note</b>										
BEN Snr FRN (Nov18) BBSW+1.27%	402080		3,000,000.00	14-Nov-13	14-Nov-18	22,164.66	31	7,949.59	3.12%	
WBC Snr FRN (Feb19) BBSW+0.94%	421808		1,000,000.00	25-Feb-14	25-Feb-19	6,557.81	31	2,339.86	2.75%	
WBC Snr FRN (May19) BBSW+1.00%	533332		2,000,000.00	11-Mar-16	10-May-19	13,181.10	31	4,907.68	2.89%	
TMB Snr FRN (Oct19) BBSW+1.40%	534461		1,200,000.00	28-Oct-16	28-Oct-19		31	3,500.88	3.44%	
BEN Snr FRN (Feb20) BBSW+1.10%	534538		3,000,000.00	21-Nov-16	21-Feb-20	20,957.67	31	7,452.84	2.93%	
GBS Snr FRN (Feb20) BBSW+1.45%	534887		1,000,000.00	24-Feb-17	24-Feb-20	7,698.90	31	2,778.35	3.27%	
GBS Snr FRN (Feb20) BBSW+1.45%	534888		1,000,000.00	24-Feb-17	24-Feb-20	7,698.90	31	2,778.35	3.27%	
CUA Snr FRN (Mar20) BBSW+1.30%	534993		1,500,000.00	20-Mar-17	20-Mar-20		31	4,159.52	3.26%	
CUA Snr FRN (Mar20) BBSW+1.30%	534992		1,500,000.00	20-Mar-17	20-Mar-20		31	4,159.52	3.26%	
ME Bank Snr FRN (Apr20) BBSW+1.25%	535107		2,000,000.00	06-Apr-17	06-Apr-20		31	5,588.49	3.29%	
BEN Snr FRN (Aug20) BBSW+1.10%	505174		1,000,000.00	18-Aug-15	18-Aug-20	6,907.40	31	2,498.50	2.94%	
BEN Snr FRN (Aug20) BBSW+1.10%	505175		2,000,000.00	18-Aug-15	18-Aug-20	13,814.79	31	4,996.98	2.94%	
BEN Snr FRN (Aug20) BBSW+1.10%	505171		2,000,000.00	18-Aug-15	18-Aug-20	13,814.79	31	4,996.98	2.94%	
ME Bank Snr FRN (Nov20) BBSW+1.25%	535918		2,000,000.00	09-Nov-17	09-Nov-20	14,678.90	31	5,358.63	3.15%	



**Inner West Council**  
**Accrued Interest Report - May 2018**

<b>Accrued Interest Report</b>									
<b>Investment</b>	<b>Deal No.</b>	<b>Ref</b>	<b>Face Value (\$)</b>	<b>Settlement Date</b>	<b>Maturity Date</b>	<b>Interest Received (\$)</b>	<b>Days</b>	<b>Interest Accrued (\$)</b>	<b>Percentage Return</b>
HBS Snr FRN (Mar21) BBSW+1.23%	536454		5,800,000.00	29-Mar-18	29-Mar-21		31	16,058.85	3.26%
SUN Snr FRN (Aug22) BBSW+0.97%	535607		1,000,000.00	16-Aug-17	16-Aug-22	6,668.90	31	2,382.05	2.80%
BEN Snr FRN (Jan23) BBSW+1.05%	536141		1,500,000.00	25-Jan-18	25-Jan-23		31	3,955.69	3.11%
NPBS Snr FRN (Feb23) BBSW+1.40%	536175		1,700,000.00	06-Feb-18	06-Feb-23	13,287.95	31	4,838.95	3.35%
<b>Floating Rate Note Total</b>						<b>147,431.77</b>		<b>90,701.71</b>	<b>3.12%</b>
<b>Mortgage Backed Securities</b>									
Emerald Reverse Mortgage Series 2006-1 Class A	310321		596,815.94	17-Jul-06	22-Aug-22	3,243.23	31	1,157.65	2.28%
Emerald Reverse Mortgage Series 2006-1 Class B	310334		1,000,000.00	17-Jul-06	23-Aug-27	6,132.47	31	2,187.03	2.58%
<b>Mortgage Backed Securities Total</b>						<b>9,375.70</b>		<b>3,344.68</b>	<b>2.47%</b>
<b>Term Deposits</b>									
ME Bank	535672		8,000,000.00	31-Aug-17	01-May-18	138,476.71	0	0.00	
Suncorp Bank	535810		6,000,000.00	28-Sep-17	01-May-18	90,123.29	0	0.00	
ME Bank	535268		1,000,000.00	26-May-17	24-May-18	27,349.32	23	1,732.88	2.75%
Rural Bank	535279		2,000,000.00	01-Jun-17	31-May-18	54,849.32	30	4,520.55	2.75%
Credit Union Australia	535350		2,000,000.00	09-Jun-17	07-Jun-18		31	4,756.16	2.80%
Bendigo and Adelaide Bank	535359		1,000,000.00	14-Jun-17	13-Jun-18		31	2,293.15	2.70%
National Australia Bank	535809		6,000,000.00	28-Sep-17	13-Jun-18		31	13,198.35	2.59%
Bankwest	536097		4,000,000.00	22-Dec-17	19-Jun-18		31	8,663.01	2.55%
Bank of Queensland	536098		1,000,000.00	22-Dec-17	19-Jun-18		31	2,208.22	2.60%
Westpac Group	534181		3,000,000.00	29-Aug-16	28-Jun-18		31	7,643.83	3.00%
National Australia Bank	535898		4,000,000.00	30-Oct-17	28-Jun-18		31	8,425.21	2.48%
Suncorp Bank	535899		4,000,000.00	30-Oct-17	02-Jul-18		31	8,493.15	2.50%
Bank of Queensland	536099		1,000,000.00	22-Dec-17	02-Jul-18		31	2,208.22	2.60%



**Inner West Council  
Accrued Interest Report - May 2018**


Accrued Interest Report									
Investment	Deal No.	Ref	Face Value (\$)	Settlement Date	Maturity Date	Interest Received (\$)	Days	Interest Accrued (\$)	Percentage Return
ME Bank	536100		9,000,000.00	22-Dec-17	02-Jul-18		31	19,873.97	2.60%
National Australia Bank	534758		2,000,000.00	11-Jan-17	11-Jul-18		31	4,790.14	2.82%
Westpac Group	534129		4,000,000.00	12-Aug-16	12-Jul-18		31	10,253.18	3.02%
Bank of Queensland	536009		6,000,000.00	30-Nov-17	30-Aug-18		31	13,249.32	2.60%
ME Bank	536011		2,000,000.00	30-Nov-17	04-Sep-18		31	4,450.41	2.62%
Suncorp Bank	536171		6,000,000.00	31-Jan-18	11-Sep-18		31	12,739.73	2.50%
Westpac Group	534428		2,000,000.00	07-Oct-16	09-Oct-18		31	5,265.76	3.10%
Bendigo and Adelaide Bank	535896		8,000,000.00	30-Oct-17	30-Oct-18		31	18,345.21	2.70%
Bank of Queensland	536010		5,000,000.00	30-Nov-17	29-Nov-18		31	11,041.09	2.60%
Bendigo and Adelaide Bank	536169		5,000,000.00	31-Jan-18	04-Dec-18		31	10,828.76	2.55%
IMB Ltd	536170		5,000,000.00	31-Jan-18	11-Dec-18		31	10,828.76	2.55%
ME Bank	536172		9,000,000.00	31-Jan-18	11-Dec-18		31	19,873.97	2.60%
ME Bank	536331		4,000,000.00	28-Feb-18	07-Jan-19		31	8,832.88	2.60%
Suncorp Bank	536332		1,000,000.00	28-Feb-18	07-Jan-19		31	2,080.83	2.45%
Bank of Queensland	534764		2,000,000.00	12-Jan-17	14-Jan-19		31	5,095.89	3.00%
Bendigo and Adelaide Bank	536320		5,000,000.00	28-Feb-18	14-Jan-19		31	11,041.10	2.60%
Credit Union Australia	536251		3,500,000.00	21-Feb-18	22-Jan-19		31	7,966.58	2.68%
IMB Ltd	536322		2,000,000.00	28-Feb-18	05-Feb-19		31	4,331.51	2.55%
ME Bank	536323		3,000,000.00	28-Feb-18	05-Feb-19		31	6,624.65	2.60%
Westpac Group	534873		2,000,000.00	14-Feb-17	14-Feb-19		31	5,095.89	3.00%
Credit Union Australia	536252		3,500,000.00	21-Feb-18	19-Feb-19		31	8,026.03	2.70%
Bendigo and Adelaide Bank	536321		5,000,000.00	28-Feb-18	13-Mar-19		31	11,126.03	2.62%
Auswide Bank	536439		8,000,000.00	15-Mar-18	13-Mar-19		31	18,345.20	2.70%



**Inner West Council**  
**Accrued Interest Report - May 2018**

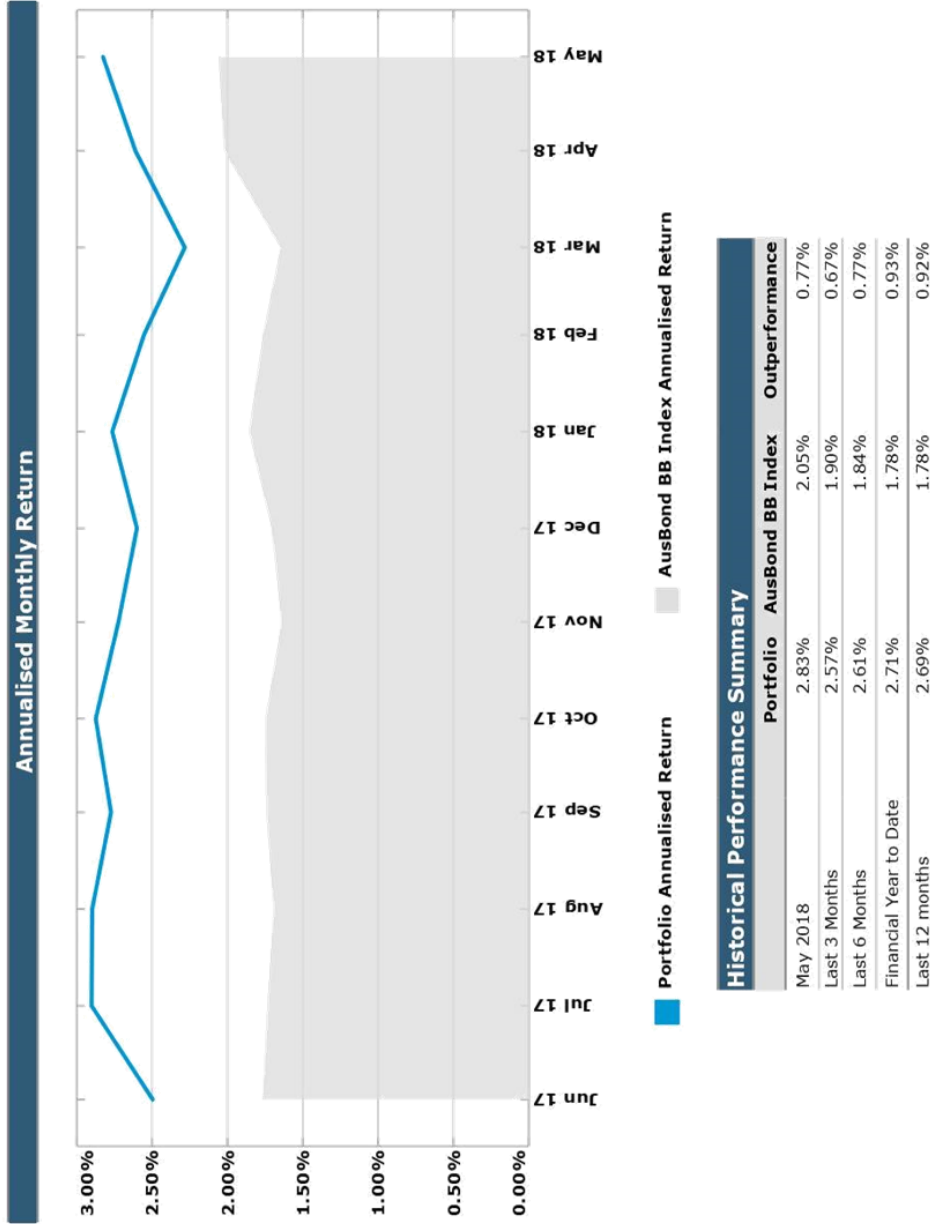


<b>Accrued Interest Report</b>										
<b>Investment</b>	<b>Deal No.</b>	<b>Ref</b>	<b>Face Value (\$)</b>	<b>Settlement Date</b>	<b>Maturity Date</b>	<b>Interest Received (\$)</b>	<b>Days</b>	<b>Interest Accrued (\$)</b>	<b>Percentage Return</b>	
Suncorp Bank	536556		5,000,000.00	27-Apr-18	12-Apr-19		31	11,678.08	2.75%	
Suncorp Bank	536555		15,000,000.00	27-Apr-18	26-Apr-19		31	35,034.24	2.75%	
Rural Bank	536680		2,000,000.00	31-May-18	07-May-19		1	155.62	2.84%	
MyState Bank	536679		3,000,000.00	31-May-18	14-May-19		1	230.14	2.80%	
ME Bank	536681		3,000,000.00	31-May-18	21-May-19		1	230.14	2.80%	
ME Bank	536683		3,000,000.00	31-May-18	28-May-19		1	230.14	2.80%	
Bendigo and Adelaide Bank	535897		4,000,000.00	30-Oct-17	30-Oct-19		31	9,852.06	2.90%	
<b>Term Deposits Total</b>						<b>310,798.64</b>		<b>351,660.04</b>	<b>2.67%</b>	
						<b>467,953.22</b>		<b>480,053.54</b>	<b>2.78%</b>	



Inner West Council

Investment Performance Report - May 2018



## Inner West Council Environmental Commitments Report - May 2018

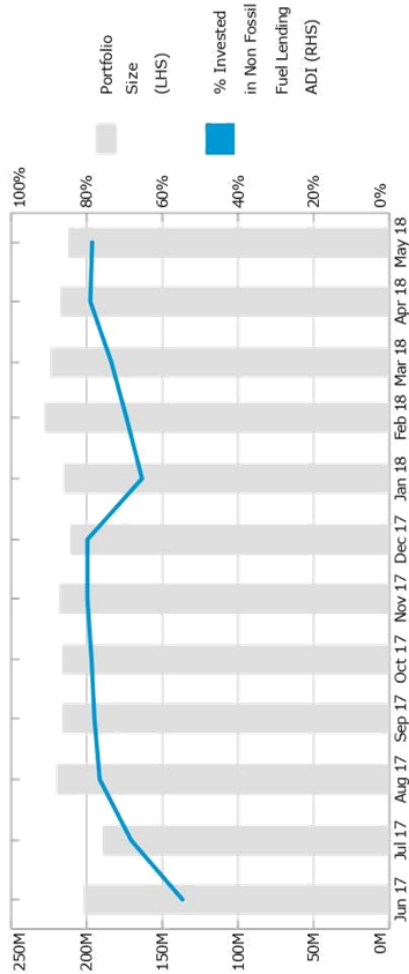


### Current Breakdown

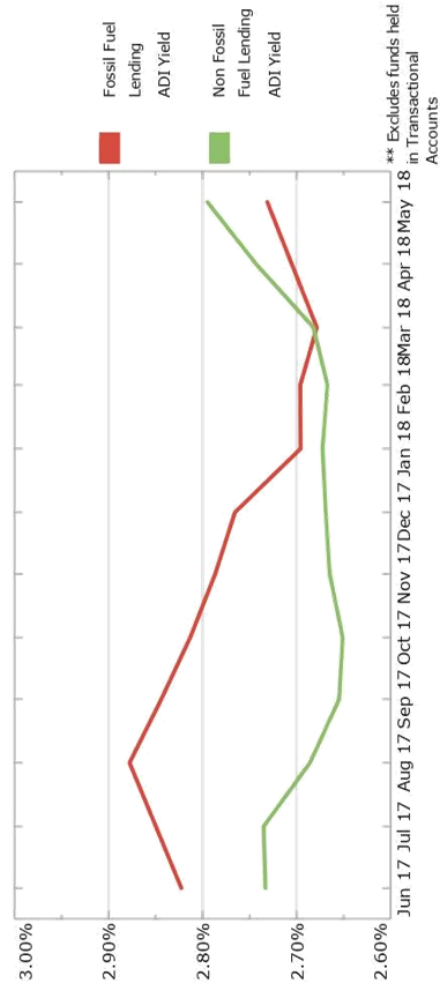
ADI Lending Status *	Current Month (\$)	Previous Month (\$)
<b>Fossil Fuel Lending ADIs</b>		
Bank of Queensland	15,000,000	15,000,000
Commonwealth Bank of Australia	4,530,452	4,530,105
National Australia Bank	12,000,000	12,000,000
Westpac Group	14,000,000	14,000,000
	<b>45,530,452 21%</b>	<b>45,530,105 21%</b>
<b>Non Fossil Fuel Lending ADIs</b>		
ANZ Group (Green)	2,000,000	2,000,000
Auswide Bank	8,000,000	8,000,000
Bendigo and Adelaide Bank	40,500,000	40,500,000
CBA (Climate)	11,100,000	10,000,000
Credit Union Australia	12,000,000	12,000,000
Greater Building Society	2,000,000	2,000,000
Heritage Bank	5,800,000	5,800,000
IMB Ltd	7,000,000	7,000,000
Members Equity Bank	37,000,000	40,000,000
MyState Bank	3,000,000	
Newcastle Permanent Building Society	1,700,000	1,700,000
Non ADI	1,596,816	1,600,491
Rural Bank	2,000,000	2,000,000
Suncorp Bank	32,000,000	38,000,000
Teachers Mutual Bank	1,200,000	1,200,000
	<b>166,896,816 79%</b>	<b>171,800,491 79%</b>
	<b>212,427,268</b>	<b>217,330,596</b>

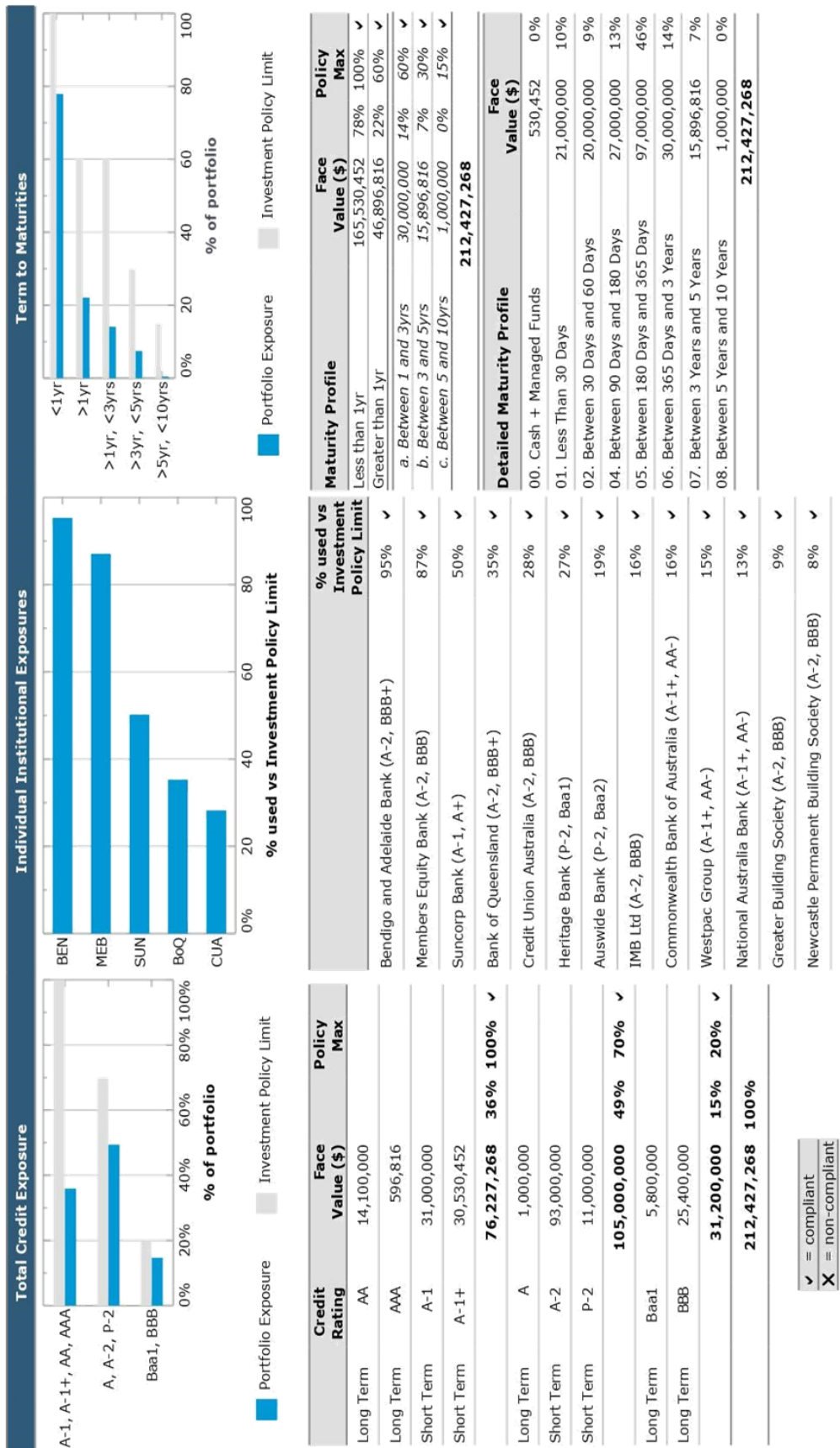
\* source: <http://www.marketforces.org.au>

### Historical Portfolio Exposure to Non Fossil Fuel Lending ADIs



### Weighted Average Yield - Fossil Fuel vs Non Fossil Fuel Lending ADI



**Inner West Council**  
**Investment Policy Compliance Report - May 2018**


✓ = compliant  
 X = non-compliant

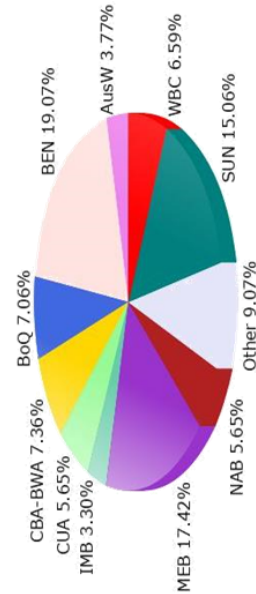
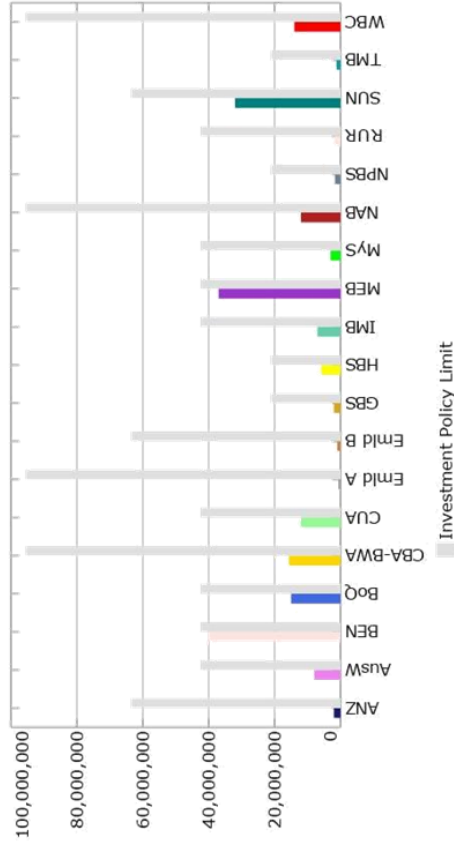
## Inner West Council Individual Institutional Exposures Report - May 2018



### Individual Institutional Exposures

Parent Group	Credit Rating	Portfolio Exposure (\$)	Investment Policy Limit (\$)
ANZ Group	A-1+, AA-	2,000,000	63,728,180
Auswide Bank	P-2, Baa2	8,000,000	42,485,454
Bank of Queensland	A-2, BBB+	15,000,000	42,485,454
Bendigo and Adelaide Bank	A-2, BBB+	40,500,000	42,485,454
Commonwealth Bank of Australia	A-1+, AA-	15,630,452	95,592,271
Credit Union Australia	A-2, BBB	12,000,000	42,485,454
Emerald Reverse Mortgage (A Tranche)	AAA	596,816	95,592,271
Emerald Reverse Mortgage (B Tranche)	AA	1,000,000	63,728,180
Greater Building Society	A-2, BBB	2,000,000	21,242,727
Heritage Bank	P-2, Baa1	5,800,000	21,242,727
IMB Ltd	A-2, BBB	7,000,000	42,485,454
Members Equity Bank	A-2, BBB	37,000,000	42,485,454
MyState Bank	P-2, Baa1	3,000,000	42,485,454
National Australia Bank	A-1+, AA-	12,000,000	95,592,271
Newcastle Permanent Building Society	A-2, BBB	1,700,000	21,242,727
Rural Bank	A-2, BBB+	2,000,000	42,485,454
Suncorp Bank	A-1, A+	32,000,000	63,728,180
Teachers Mutual Bank	A-2, BBB	1,200,000	21,242,727
Westpac Group	A-1+, AA-	14,000,000	95,592,271
		<b>212,427,268</b>	

### Individual Institutional Exposure Charts



**Inner West Council**  
 Cash Flows Report - May 2018


<b>Current Month Cashflows</b>				
<u>Transaction Date</u>	<u>Deal No.</u>	<u>Cashflow Counterparty</u>	<u>Asset Type</u>	<u>Cashflow Description</u> <u>Cashflow Received</u>
<b>1-May-18</b>	535672	ME Bank	Term Deposits	Maturity Face Value - Received      8,000,000.00
		ME Bank	Term Deposits	Interest - Received      138,476.71
				<u>Deal Total</u> <u>8,138,476.71</u>
535810		Suncorp Bank	Term Deposits	Maturity Face Value - Received      6,000,000.00
		Suncorp Bank	Term Deposits	Interest - Received      90,123.29
				<u>Deal Total</u> <u>6,090,123.29</u>
<b>7-May-18</b>	536175	Newcastle Permanent Building Society	Floating Rate Note	<b>Day Total</b> <b>14,228,600.00</b>
				Coupon - Received      13,287.95
				<u>Deal Total</u> <u>13,287.95</u>
<b>9-May-18</b>	535918	ME Bank	Floating Rate Note	<b>Day Total</b> <b>13,287.95</b>
				Coupon - Received      14,678.90
				<u>Deal Total</u> <u>14,678.90</u>
<b>10-May-18</b>	533332	Westpac Group	Floating Rate Note	<b>Day Total</b> <b>14,678.90</b>
				Coupon - Received      13,181.10
				<u>Deal Total</u> <u>13,181.10</u>
<b>14-May-18</b>	402080	Bendigo and Adelaide Bank	Floating Rate Note	<b>Day Total</b> <b>13,181.10</b>
				Coupon - Received      22,164.66
				<u>Deal Total</u> <u>22,164.66</u>
<b>16-May-18</b>	535607	Suncorp Bank	Floating Rate Note	<b>Day Total</b> <b>22,164.66</b>
				Coupon - Received      6,668.90
				<u>Deal Total</u> <u>6,668.90</u>
<b>18-May-18</b>	505171	Bendigo and Adelaide Bank	Floating Rate Note	<b>Day Total</b> <b>6,668.90</b>
				Coupon - Received      13,814.79
				<u>Deal Total</u> <u>13,814.79</u>
505174		Bendigo and Adelaide Bank	Floating Rate Note	Coupon - Received      6,907.40
				<u>Deal Total</u> <u>6,907.40</u>
505175		Bendigo and Adelaide Bank	Floating Rate Note	Coupon - Received      13,814.79
				<u>Deal Total</u> <u>13,814.79</u>



**Inner West Council**  
**Cash Flows Report - May 2018**


<b>Current Month Cashflows</b>				
<u>Transaction Date</u>	<u>Deal No.</u>	<u>Cashflow Counterparty</u>	<u>Asset Type</u>	<u>Cashflow Description</u> <u>Cashflow Received</u>
<b>21-May-18</b>	310321	Emerald Reverse Mortgage (A Tranche)	Mortgage Backed Securities	<b>Day Total</b> <b>34,536.99</b>
		Emerald Reverse Mortgage (A Tranche)	Mortgage Backed Securities	Coupon - Received 3,243.23
				Amortised Face Value - Received 3,675.47
				<u>Deal Total</u> <u>6,918.70</u>
	310334	Emerald Reverse Mortgage (B Tranche)	Mortgage Backed Securities	Coupon - Received 6,132.47
				<u>Deal Total</u> <u>6,132.47</u>
	534538	Bendigo and Adelaide Bank	Floating Rate Note	Coupon - Received 20,957.67
				<u>Deal Total</u> <u>20,957.67</u>
<b>24-May-18</b>	534887	Greater Building Society	Floating Rate Note	<b>Day Total</b> <b>34,008.84</b>
				Coupon - Received 7,698.90
				<u>Deal Total</u> <u>7,698.90</u>
	534888	Greater Building Society	Floating Rate Note	Coupon - Received 7,698.90
				<u>Deal Total</u> <u>7,698.90</u>
	535268	ME Bank	Term Deposits	Maturity Face Value - Received 1,000,000.00
		ME Bank	Term Deposits	Interest - Received 27,349.32
				<u>Deal Total</u> <u>1,027,349.32</u>
	536652	Commonwealth Bank of Australia	Bonds	Settlement Face Value - Paid -1,100,000.00
		Commonwealth Bank of Australia	Bonds	Settlement Accrued Coupon - Paid -5,008.93
		Commonwealth Bank of Australia	Bonds	Premium - Paid -6,189.07
				<u>Deal Total</u> <u>-1,111,198.00</u>
<b>25-May-18</b>	421808	Westpac Group	Floating Rate Note	<b>Day Total</b> <b>-68,450.88</b>
				Coupon - Received 6,557.81
				<u>Deal Total</u> <u>6,557.81</u>
<b>31-May-18</b>	535279	Rural Bank	Term Deposits	<b>Day Total</b> <b>6,557.81</b>
		Rural Bank	Term Deposits	Maturity Face Value - Received 2,000,000.00
				Interest - Received 54,849.32
				<u>Deal Total</u> <u>2,054,849.32</u>
	536679	MyState Bank	Term Deposits	Settlement Face Value - Paid -3,000,000.00



**Inner West Council**  
**Cash Flows Report - May 2018**

**Current Month Cashflows**

<u>Transaction Date</u>	<u>Deal No.</u>	<u>Cashflow Counterparty</u>	<u>Asset Type</u>	<u>Cashflow Description</u>	<u>Cashflow Received</u>
	536680	Rural Bank	Term Deposits	Deal Total	-3,000,000.00
				Settlement Face Value - Paid	-2,000,000.00
	536681	ME Bank	Term Deposits	Deal Total	-2,000,000.00
				Settlement Face Value - Paid	-3,000,000.00
	536683	ME Bank	Term Deposits	Deal Total	-3,000,000.00
				Settlement Face Value - Paid	-3,000,000.00
				Deal Total	-3,000,000.00
				<b>Day Total</b>	<b>-8,945,150.68</b>
				<b>Net Cash Movement for Period</b>	<b>5,360,083.58</b>

**Next Month Cashflows**

<u>Transaction Date</u>	<u>Deal No.</u>	<u>Cashflow Counterparty</u>	<u>Asset Type</u>	<u>Cashflow Description</u>	<u>Cashflow Due</u>
<b>4-Jun-18</b>	505284	ANZ Banking Group	Bonds	Coupon - Received	32,500.00
				Deal Total	32,500.00
<b>7-Jun-18</b>	535350	Credit Union Australia	Term Deposit	<b>Day Total</b>	<b>32,500.00</b>
		Credit Union Australia	Term Deposit	Interest - Received	55,693.15
				Maturity Face Value - Received	2,000,000.00
				Deal Total	2,055,693.15
<b>13-Jun-18</b>	535359	Bendigo and Adelaide Bank	Term Deposit	<b>Day Total</b>	<b>2,055,693.15</b>
		Bendigo and Adelaide Bank	Term Deposit	Interest - Received	26,926.03
				Maturity Face Value - Received	1,000,000.00
				Deal Total	1,026,926.03
	535809	National Australia Bank	Term Deposit	Interest - Received	109,844.38
		National Australia Bank	Term Deposit	Maturity Face Value - Received	6,000,000.00
				Deal Total	6,109,844.38
<b>19-Jun-18</b>	536097	Bankwest	Term Deposit	<b>Day Total</b>	<b>7,136,770.41</b>
		Bankwest	Term Deposit	Interest - Received	50,021.92
				Maturity Face Value - Received	4,000,000.00
				Deal Total	4,050,021.92



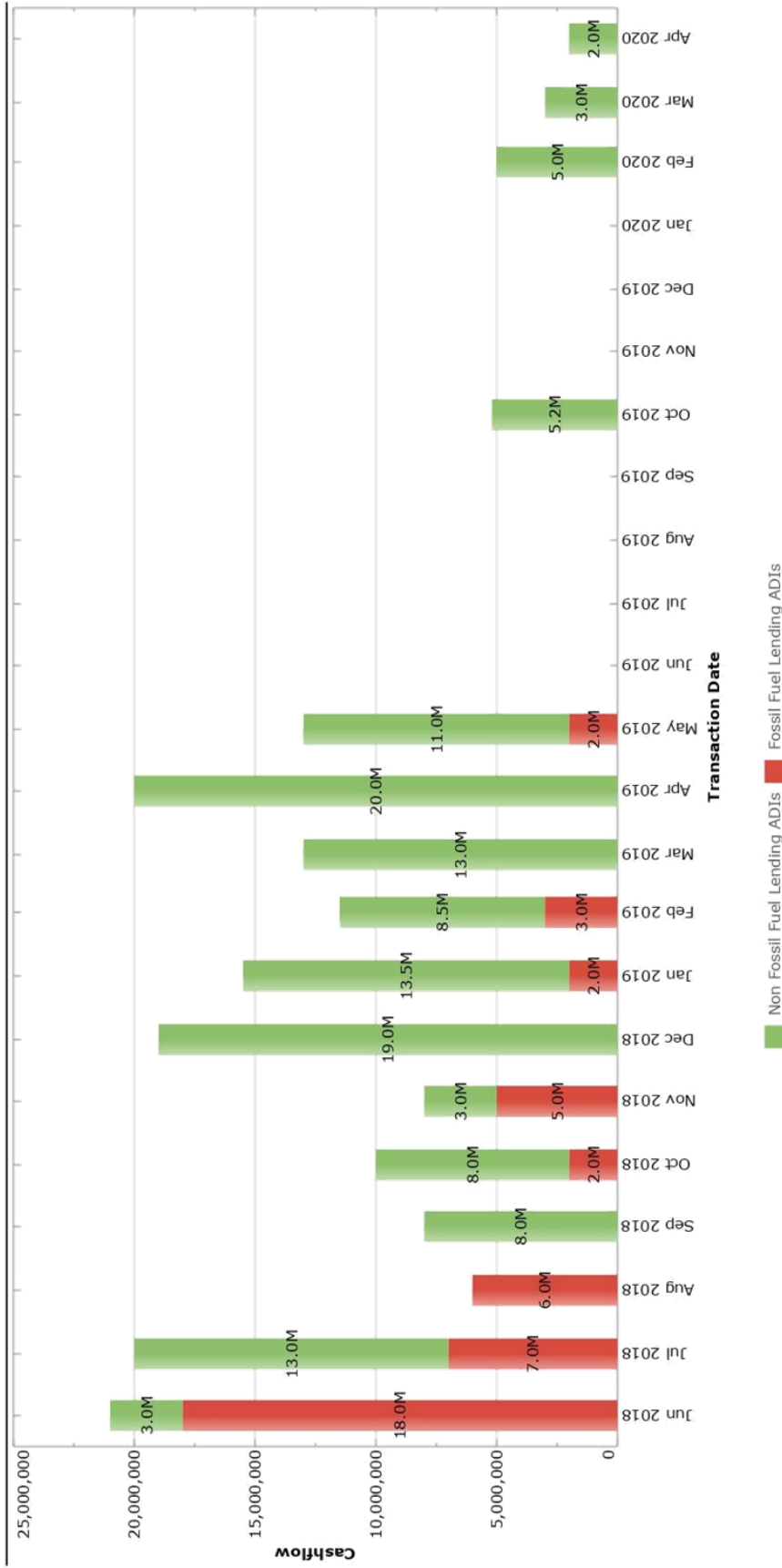
**Inner West Council**  
Cash Flows Report - May 2018



<b>Next Month Cashflows</b>					
<b>Transaction Date</b>	<b>Deal No.</b>	<b>Cashflow Counterparty</b>	<b>Asset Type</b>	<b>Cashflow Description</b>	<b>Cashflow Due</b>
	536098	Bank of Queensland	Term Deposit	Interest - Received	12,750.68
		Bank of Queensland	Term Deposit	Maturity Face Value - Received	1,000,000.00
				<u>Deal Total</u>	<u>1,012,750.68</u>
<b>20-Jun-18</b>	534992	Credit Union Australia	Floating Rate Note	Coupon - Received	12,344.38
				<u>Deal Total</u>	<u>12,344.38</u>
	534993	Credit Union Australia	Floating Rate Note	Coupon - Received	12,344.38
				<u>Deal Total</u>	<u>12,344.38</u>
<b>28-Jun-18</b>	534181	Westpac Group	Term Deposit	Interest - Received	74,712.33
		Westpac Group	Term Deposit	Maturity Face Value - Received	3,000,000.00
				<u>Deal Total</u>	<u>3,074,712.33</u>
	535898	National Australia Bank	Term Deposit	Interest - Received	65,499.18
		National Australia Bank	Term Deposit	Maturity Face Value - Received	4,000,000.00
				<u>Deal Total</u>	<u>4,065,499.18</u>
<b>29-Jun-18</b>	536454	Heritage Bank	Floating Rate Note	Coupon - Received	47,658.52
				<u>Deal Total</u>	<u>47,658.52</u>
				<b>Day Total</b>	<b>47,658.52</b>
<b>Net Cash Movement for Period</b>					<b>21,500,294.96</b>



**Inner West Council**  
**Cash Flows Report - May 2018**





## Inner West Council Economic and Investment Portfolio Commentary May 2018

### Global issues:

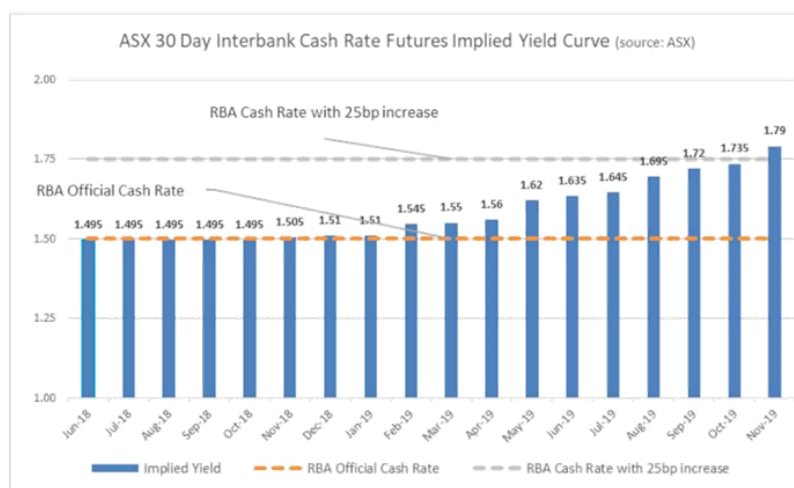
- Global markets continue to be whipsawed by erratic US diplomacy. The “on-again, off-again” US/North Korea talks, US/China trade tensions and US tariffs on aluminium and steel from Europe, Canada & Mexico were all “on again” as May came to an end.
- In the US, economic data continues to be healthy. Consumer confidence data remains high and is backed up by strong personal consumption figures. Consequently, business conditions data is on the rise. Another rate rise by the US Federal Reserve is widely expected in June.
- In Europe, a general election in Italy resulted in a familiar refrain seen around the world over the past two years with anti-establishment, populist parties winning the day. Now “Quitaly”, Italy quitting the Euro, is again being discussed.

### Domestic issues:

- In Australia, data continues to point to a sluggish economy. Weaker than expected business investment, falling home prices, a drop in building approvals and weak wages growth are keeping a lid on optimistic forecasts.
- While a gain of 22,600 jobs in last month’s employment data was solid, it wasn’t enough to cater for the growth in job seekers. Unemployment rose to 5.60%.

### Interest rates

- Weak economic data has helped to push back market expectations for a rate hike by a further 3 months. Now the market is pricing in no change to Australia’s official cash rate until November 2019:





- Short dated term deposit rates ended May little changed from April month-end. The best indicative 3-month TDs from Australian majors closed out the month in the 2.60%-2.65% area and the best indicative 6-month rates from the four majors were in the 2.65%-2.70% area. The majors' 12 month rates edged slightly lower during the month, down to the 2.70% area. There is still good value on offer among slightly lower rated banks in the 6-12 month range with rates 10-15 basis points higher than the majors on offer.

#### **Investment Portfolio Commentary**

Council's investment portfolio posted a return of 2.83%pa for the month of May versus the bank bill index benchmark return of 2.05%pa. For the financial year to date, the investment portfolio returned 2.71%pa, exceeding the bank bill index benchmark's 1.78%pa by 0.93%pa.

Without marked-to-market influences, Council's investment portfolio yielded 2.78%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 the month of May, Council's investment portfolio had \$17m of term deposits mature with a weighted average rate of 2.75%pa. New investments totalling \$11m in 11 & 12 month term deposits were made with a weighted average rate of 2.81%. Council also invested a further \$1.1m in a 4 year 'Climate Bond' from CBA at a yield of over 3.10%pa. Proceeds from this 'Climate Bond' were used to fund renewable energy projects, energy efficient buildings and low carbon transport projects.

79% of the portfolio was invested in non fossil fuel lending ADIs at the end of the month, the same as the month prior. Non-fossil fuel lending ADIs yielded 2.79%pa during the month while fossil fuel lending ADIs yielded 2.73% during the month.

Council has a well-diversified portfolio invested among a range of term deposits and floating rate notes from highly rated Australian ADIs. 85% of the portfolio is spread among the top three credit rating categories (A long term/A2 short term and higher). It is expected that Council can continue to achieve above benchmark returns with prudent investment selection for its short and long term holdings.

**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:** C0718 Item 7  
**Subject:** NOTICE OF MOTION TO RESCIND: C0518 ITEM 1 RICHARD MURDEN RESERVE - PROVISION OF THREE NETBALL COURTS - 22 MAY 2018 COUNCIL MEETING  
**From:** Councillors Deputy Mayor, Councillor Julie Passas, Councillor Vittoria Raciti and Councillor Victor Macri

---

**MOTION:**

We, the abovementioned Councillors, hereby submit a Notice of Motion to rescind Council's resolution of C0518 Item 1 Richard Murden Reserve - Provision of Three Netball Courts.

---

**BACKGROUND**

At the Council Meeting on 22 May 2018, Council resolved:-

**C0518 Item 1 Richard Murden Reserve-Provision of Three Netball Courts**

**Motion: (McKenna OAM/Byrne)**

**THAT:**

1. Council proceed with the detailed design and delivery of three new netball courts with supporting sports training lighting at Richard Murden Reserve Haberfield;
2. The three courts be constructed as multipurpose courts to support both basketball and netball, with final design ensuring users can independently switch the use without requiring Council assistance;
3. Council provide public toilets in close proximity to the proposed new courts in 2019/20, with design to include rooftop solar PV and water tanks if feasible;
4. Council undertake road line marking to provide parking for up to 30 car spaces along Hawthorne Parade in the area immediately adjacent to the proposed multipurpose court area;
5. Council bring a further report to Council with measures to address usage of the courts after 9pm;
6. Signage be installed informing the public that ball games are not to be played after 9.00pm;
7. Parking and traffic conditions be reviewed 6 months subsequent to the opening of the courts and reported to Council; and
8. Council make provision for casual basketball and netball use of this facility.

**Motion Carried**

**ATTACHMENTS**

Nil.

**Item No:** C0718 Item 8  
**Subject:** NOTICE OF MOTION: HERITAGE PUB PROTECTIONS  
**From:** The Mayor, Councillor Darcy Byrne

---

**MOTION:**

**THAT Council:**

- 1. Provide information on which pubs in the Inner West Council local government area have heritage protection and which do not;**
  - 2. Identify a program for an investigation into which pubs in the area have the highest architectural, historical and social heritage and are most in need of further heritage protection; and**
  - 3. Liaise with architectural schools and departments to enquire whether they would be interested in carrying out pro bono heritage assessments as a study of this niche area of Sydney history.**
- 

**Background**

The Inner West has recently seen an alarming trend of conversion of heritage pubs into completely new usage.

The owner of the former Town Hall Hotel in Balmain, which was built in 1879, has recently finished converting this exceptional heritage pub into a mixed use property. The pub itself is no more, and whilst there is still a bottle shop on site, the rest of the building is now leased to Orange Theory Gym and one of their subsidiaries, Massage Envy.

This follows the conversion of the 1880s Exchange Hotel, also in Balmain, into a call centre.

These conversions are setting dangerous precedents which, if it continues, could see the inner west lose its heart and soul.

We can't let our famous pub culture go out the back door. Our local hotels are cultural institutions and have a value above and beyond the commercial – they have architectural, historical and social significance.

Many hotels in the area have heritage protection, but it is clear that some have slipped through the cracks – possibly merely due to complacency and an assumption that no-one would convert the premises.

Before we lose any more of our heritage pub icons, we must investigate which of our local pubs might require heritage protections, by virtue of their age, community significance and concern, and architectural features.



**Officer's Comments:**

**Comment from Group Manager Strategic Planning:**

The Strategic Planning Group can prepare information on pubs currently subject to heritage protection and identify a program for investigation as under items 1 & 2. This work may lead to proposals for further heritage listings that would need to be supported by expert heritage advice for which no budget has currently been identified. However the investigations under item 3 may identify potential suitable sources of expert advice at no cost to Council. The cost of this work is \$1000 of staff time.

**ATTACHMENTS**

Nil.

---

**Item No:** C0718 Item 9  
**Subject:** NOTICE OF MOTION: STREET LIBRARIES  
**From:** Councillor Anna York

---

**MOTION:**

**THAT a response be prepared for Council's consideration regarding Council's potential to support street libraries across the Inner West.**

---

**Background**

Over the last few years a number of street libraries have been installed across the inner west and Sydney following the success of the Little Free Library movement in the US.

The Little Free Library staff helps people around the globe start and maintains Little Free Library book exchanges. They provide building instructions for library boxes, online resources and ongoing support.

There is a registered Little Free Library in Allan Street Leichhardt and many other 'freelance' library boxes across the LGA.

Street libraries are small structures that provide opportunities for neighbours and communities to share their pre-read or unwanted books with each other.

Books in the street library are free and the community can choose to either return or keep the books.

The purposes of street libraries are to build community spirit and encourage reading and lifelong learning.

Community members have expressed an interest in Council supporting these projects and further information regarding this is requested.

**Officer's Comments:**

**Comment from Group Manager Library and History Services:**

To prepare a response for Council it will take 2 hours of staff time and cost \$150.

**ATTACHMENTS**

Nil.

**Item No:** C0718 Item 10  
**Subject:** NOTICE OF MOTION: ANN CASHMAN RESERVE 30 YEAR  
COMMEMORATION  
**From:** Councillor Rochelle Porteous

---

**MOTION:****THAT:**

1. Council installs a new plaque with, if possible, a photo of Mayor Ann Cashman at the Ann Cashman Reserve, Balmain;
2. The unveiling of the new plaque take place together with a tree planting and a community BBQ to celebrate the 30<sup>th</sup> anniversary of the establishment of the Ann Cashman Reserve close to the September anniversary date; and
3. The funds for the above be identified in the next council quarterly review.

---

**Background**

The Ann Cashman Reserve in Balmain was opened in September 1988 by Nick Origlass. The Reserve is named after Ann Cashman who served as the first female Mayor of Leichhardt Council from 1963 to 1968.\*

The local community are particularly proud of the fact that their Reserve commemorates Leichhardt Council's first female Mayor and they would like to see the 30 year anniversary of the Reserve commemorated with a new plaque which preferably includes a photo of Ann Cashman and the planting of a suitable tree to mark the occasion. The community have also requested that Council organise a community BBQ close to the September anniversary date and invite not only the local community but also former Leichhardt Councillors and Mayors. They would particularly like to extend an invitation to Leichhardt's former female Councillors and Mayors.

In consultation with council staff I have been advised that the estimate cost of a tree to be planted is approximately \$500 and a plaque is approximately \$900. The cost of holding of a community BBQ (with notification to local residents) is approximately \$2000.

\*The first female Mayor in Australia also came from the Inner West – Lilian Fowler who was elected Mayor of Newtown Council in 1938.

**Officer's Comments:****Comment from the General Manager:**

The implementation of this resolution is subject to their being any surplus funds in the next quarterly budget review.

**ATTACHMENTS**

1. [↓](#) Ann Cashman







Leichhardt Council, Mayors, Aldermen and Council Officers, 1963 - 1968 : Ald.



---

**Item No:** C0718 Item 11  
**Subject:** NOTICE OF MOTION: INCREASE IN COURT APPEALS SINCE MERGER  
**From:** Councillor John Stamolis

---

**MOTION:**

**THAT Council report on the increase in appeals to the Land and Environment Court since the Council merger. The report should identify the reasons for the increase (as well as the potential for further increase), the additional costs and resources impacting on Council and it should address ways to best respond to the increase in appeals.**

---

**Background**

The new procedures introduced for processing of development applications, which commenced during the period of Administration, appear to have raised the level of appeals to the Land and Environment Court.

Current data produced by Council show that appeals are approaching double the level of the previous three Councils. It is expected that this is impacting on Councils' costs and resources. It is also important to understand if this increase may build even further over time. As such, the report should address if and how the current increase or possible further increases might be managed in the best interests of Council and the community.

**Officer's Comments:**

**Comment from A/Group Manager Development Assessment & Regulatory Service and Group Manager Legal Services:**

If this motion is supported, it would require a significant workload for Development Assessment staff. To identify the reasons for the increase in court appeals staff would need to review the performance data for the past 12 months. Council still has 3 separate systems for managing development applications and four staff would be required to undertake this work as well as review the data to provide recommendations to Council as required in the motion. A review of the data would need to be undertaken by the Legal Services and Development Assessments teams to provide a coordinated response. The estimated cost of this work is between \$15,000 and \$20,000. The cost of this work is not funded in the current budget and Council would need to determine how this would be funded. In addition to this work, staff will be reviewing the Development Assessment Policy in September this year as required by Council resolution.

**ATTACHMENTS**

Nil.

---

**Item No:** C0718 Item 12  
**Subject:** NOTICE OF MOTION: EXPAND WASTE BOOKING SERVICES  
**From:** Councillors Deputy Mayor, Councillor Julie Passas and Councillor Vittoria Raciti

---

**MOTION:**

**THAT Council expand its booking services to include bookings for paint, chemicals and gas bottles.**

---

**Background**

The Inner West Council has a well utilised drop of service for unwanted old paint, chemicals etc. This motion seeks to expand on this for residents who do not have the ability to visit the Council depot to discard the above items (ie do not drive).

Councils booking services for special garbage pickups should also include bookings for the paints, chemicals and gas bottles.

This expanded service should be advertised in Councils rate notices and quarterly on newspapers and local press.

**Officer's Comments:**

**Comment from Managers Resource Recovery Planning and Services:**

Council Officers do not recommend a booking collection service for paints, chemicals, gas bottles etc for reasons outlined as follows:

Leichhardt CRC:

As part of Council service reviews we will be investigating options to extend the opening hours of the existing weekend Community Recycling Centre at Moore Street, Leichhardt to include Monday to Friday. There won't be any additional operational costs under this proposal as the existing staff member will be provided appropriate training.

Chemical Collection Service:

Over this financial year, Inner West had 3,215 drop offs at the regular St Peters Chemical CleanOut events and approximately 8,000 via the Leichhardt CRC.

If a collection service were to be investigated it is suggested that this would be at a fee per service for collection to continue encouraging the community to drop off at the Leichhardt CRC and St Peters collection events.

There would be licencing and transport requirements and limitations that would need to be investigated for paints, chemicals and gas bottles.

The former Holroyd Council (Cumberland) received funding from the NSW EPA to trial a collection service in 2013, following which the EPA discontinued funding for mobile collections and rejected applications for mobile collections from the SSROC region. Cumberland and Parramatta continue to offer collections of problem wastes (paints, oils, batteries and gas cylinders) but cannot collect general chemicals (licencing and transport of waste limitations). Their service can only collect up to 25 pick-ups/properties per day at a cost of about \$800 per day (with an established dedicated collection vehicle) with the collected materials taken directly to the CRC.

The EPA do not recommend mobile CRC/collection services as trials show that the participation levels are very low and the cost per kg is three times more expensive compared to a drop-off service.

**Resource Implications:**

To provide a booked collection of unwanted paints, chemicals etc would require additional staff and a collection vehicle (modified pantec truck with collection stillages) as these materials cannot be collected via a typical waste collection vehicle.

Estimated costs for 2 staff is \$156,000 per annum and the capital cost of a 3 tonne vehicle with a purpose build body is \$80,000. The recurrent costs would be approximately \$185,000 per annum.

**ATTACHMENTS**

Nil.

**Item No:** C0718 Item 13  
**Subject:** NOTICE OF MOTION: REOPENING BALMAIN WEST FERRY WHARF  
**From:** The Mayor, Councillor Darcy Byrne

---

**MOTION:**

**THAT Council:**

- 1. Write to the Premier of NSW and the Minister for Transport requesting that, in recognition of the potential isolation of the Balmain Peninsula due to the construction of WestConnex and other nearby State Government projects, as well as growing travel demand associated with new residents now moving into the former Nutrimerics site, they instruct Sydney Ferries to immediately reintroduce regular ferry services to Balmain West/Elliott Street; and**
  - 2. Write to Sydney Ferries and Transport for NSW requesting that, in recognition of the potential isolation of the Balmain Peninsula due to the construction of WestConnex and other nearby State Government projects, as well as growing travel demand associated with new residents now moving into the former Nutrimerics site, they instruct Sydney Ferries to immediately reintroduce regular ferry services to Balmain West/Elliott Street.**
- 

**Background**

In May 2013 Transport for NSW and Sydney Ferries released “Sydney’s Ferry Future” which proposed the closure of Balmain West Ferry Wharf, based on reported low patronage of the service.

Scheduled services to the Balmain West Ferry Wharf ended in October 2013.

Sydney Ferries had been reducing ferry services to the Balmain Peninsula since 2010, when revised schedules removed Balmain East from the Balmain Peninsula ferry route. This new routing:

- isolated Balmain East from all other wharves on the Peninsula, including Balmain West;
- reduced patronage of the Balmain West wharf because it no longer connected to Balmain East and hence to Darling Street, Balmain (the primary route for buses on the peninsula);
- increased the isolation of vulnerable residents of the public housing estate in Elliott Street because many relied on the ferry connection between Balmain West and Balmain East to access Darling Street bus services. Anecdotal information at the time indicated that frail aged and physically disadvantaged residents of the public housing estate would catch the ferry from Balmain West to Balmain East to access bus services as Elliott Street was too steep for them to walk up.

In recognition of the importance of ferry services to Balmain Peninsula the Council presented numerous submissions to Sydney Ferries, Transport for NSW and the Minister for Transport.

After considerable prompting from Council, Sydney Ferries eventually held a public meeting to discuss its proposed alterations to the peninsula’s ferry schedule. At this meeting the community made it clear that ferry services to **all** of Balmain’s wharves was essential.

Irrespective of Council and community concerns, in mid-2013 Sydney Ferries further downgraded Balmain West services to 3 AM Peak services and 3 PM peak services, with no middle of the day, evening or weekend services.

Of course patronage fell even further, leading to a decision by Sydney Ferries' in October 2013 to cancel all services to Balmain West.

In discussions with representatives of Sydney Ferries and the Minister's Office, Council pointed out that it was essential to consider both existing and future patronage of Balmain West noting that in addition to the Elliot Street public housing estate, the adjacent *Nutrimetics* site was to be redeveloped to include over 100 apartments and a moderate commercial component.

The *Nutrimetics* site is now completed and all apartments have been sold. Residents are moving into the development and the demand from the public housing estate has not diminished, yet Balmain West Ferry Wharf remains inactive.

Increased travel demand, due to the introduction of new residents, is an important factor in establishing the need for a reinstated ferry service to the wharf. It is also important to note that the construction of WestConnex and other nearby State Government Projects (eg The Bays Precinct and Western Harbour Tunnel) has the potential to significantly increase congestion on the adjacent road network and correspondingly reducing access to and from the Balmain Peninsula.

In order to reduce private car dependency across the peninsula it is essential that all opportunities to provide comprehensive, integrated public transport solutions should be pursued.

With *Nutrimetics* residents moving in, the existing demand from the Elliott Street public housing estate and the impact of the construction of WestConnex and other state government projects, it is essential that additional public transport alternatives be provided for Balmain's residents and workforce.

The reinstating of regular scheduled ferry services to Balmain West is considered be an important initial step towards this.

#### **ATTACHMENTS**

Nil.

**Item No:** C0718 Item 14  
**Subject:** NOTICE OF MOTION: SUPPORTING THE WELCOME CHOIR  
**From:** The Mayor, Councillor Darcy Byrne

---

**MOTION:**

**THAT Council:**

- 1. Requests the Group Manager of Community and Cultural Services to report on how a partnership between Council and the Welcome Choir could operate to assist the Choir to expand across the Inner West Local Government Area;**
  - 2. Officers advise the Welcome Choir of the Community Grants Program currently open for application and invite Choir representatives to Grants Information and Assistance sessions; and**
  - 3. Promote participation in the Welcome Choir to the Inner West community through all regular Council communications channels including community development networks**
- 

**Background**

The Welcome Choir is a fantastic local choir doing great things in to connect marginalized people in our community.

They are an all-ages choir group based in Newtown that encourages all people, regardless of their singing ability, to 'step out of the shower' and join in a group rehearsal and performance.

Each month they gather at a local pub to learn and perform an arrangement of popular songs and their only requirement is a \$10 participation fee, in order to cover costs.

They are creating a safe place for people from diverse backgrounds to benefit from participation in music, with an aim to break down barriers and help people to connect.

The Choir have expressed an interest in forming a partnership with Council to help them expand across the Inner West Council LGA. Council should support an expression of interest process to investigate pubs across the Inner West LGA with an interest in hosting Choir events.

The Welcome Choir are particularly interested in engaging with vulnerable and disadvantaged groups and individuals, with a continuation of their established pub events and possibly larger scale events with pro bono contributions from established artists (to be negotiated by the Choir).

The Choir are interested in receiving advice and assistance from Council in attracting disadvantaged people to participate in their program.

This partnership would support Council's efforts to promote social inclusion and connected communities.

Council's Grants program supports the community's ingenuity and capabilities to promote wellbeing, social justice, sustainability, creativity, heritage and social inclusion. These grants are currently open for application.

**Officer's Comments:****Comment from Group Manager Community Services and Culture:**

Staff time to write this report:

- 5 days to meet with group, draft the partnership model, and write report to Council; and
- Cost: \$2000 staff time for developing partnership model, establishing promotion mechanisms and reporting to Council.

**ATTACHMENTS**

Nil.

**Item No:** C0718 Item 15  
**Subject:** NOTICE OF MOTION: IMPROVING CYCLIST AND PEDESTRIAN SAFETY ON STATE ROADS IN THE INNER WEST LGA.  
**From:** Councillor Marghanita Da Cruz

---

**MOTION:****THAT:**

1. The Mayor write to NSW Minister for Roads and Maritime Services noting the announcement of funding to increase liveability and safety in urban communities through infrastructure safety upgrades for pedestrians, cyclists and other road users and requesting improvements on State Roads through Residential, Educational, Child Care, Recreational and High Pedestrian Activity locations in the Inner West LGA;

In particular a reduction in the motor vehicle speeds and improvements in pedestrian and cyclist safety including the reduction of motor vehicle speeds on State Roads in the LGA in particular the following:

- a) The City West Link;
  - b) James Street/Darley Road; at Norton Street; at Balmain Road and Catherine Street and the Crescent on City West Link;
  - c) Victoria Road and in particular at the crossings at Robert Street, Evans Street and Darling Street, Rozelle;
  - d) James St, Darley Road, Foster and Tebbutt Street, Leichhardt including safe crossing points;
  - e) Liverpool Road from Elizabeth Street to Frederick Street, Ashfield;
  - f) Frederick Street, Ashfield;
  - g) Johnston Street, Annandale in particular at Parramatta Road, Booth Street, the Crescent, Annandale Public, Annandale North Public School and Collins Street;
  - h) The Crescent, Annandale including intersection with City West Link and Johnston Street;
  - i) The major public transport corridor on Parramatta Road from Mallet Street, Annandale to Croydon Road, Croydon; and
2. Further that the GM request the RMS to carry out an audit of roadside noise and air pollution at the above locations.

---

**Background**

The Inner West LGA has a number of very busy state roads pass through our neighbourhoods. Schools and Childcare, Business Precincts and Restaurants are located on these roads making them busy pedestrian precincts and increasingly popular cycling locations.

The NSW Government gave approval to Westconnex Stage 3 in April. This approval included the marshalling of trucks at Whites Bay. The plan involves trucks travelling along City West Link, Parramatta Road and Johnston Street. Westconnex will also induce more traffic on these roads.

The government is also investigating establishing a major construction materials port at Glebe Island, which will also generate truck movements on these urban roads.

“Reductions in the urban speed limit from 60km/h to 50km/h reduced crashes by 25 per cent and injuries by 22 per cent”. “Reasonable speed limits were 30km/h in residential areas, it suggested. In other areas where there were intersections and a high risk of side collisions, 50km/h was appropriate”. - Yes, speed really does kill, says global road safety review, 9 April 2018”

<https://www.smh.com.au/national/yes-speed-really-does-kill-says-global-road-safetyreview-20180404-p4z7t1.html>

On 10 June 2018 the NSW Government has announced it will spend “\$180 million to increase liveability and safety in urban communities through infrastructure safety upgrades for pedestrians, cyclists and other road users” - NSW Budget 2018: A record boost to deliver safer roads, 10 Jun 2018, <https://www.transport.nsw.gov.au/news-and-events/mediareleases/nsw-budget-2018-a-record-boost-to-deliver-safer-roads>

Further, to improve the safety of people in our urban places, the NSW Government has said it will:

*“Install traffic calming, pedestrian refuges and crossings in busy urban places across NSW, to improve pedestrian and bicycle rider safety, and reduce casualty crashes. Partner with local government to expand 40km/h in high pedestrian activity and local areas to reduce crashes and protect pedestrians. Explore options to accelerate safety upgrades at intersections through the Safer Roads Program, including:*

- Works that deliver safer and more controlled vehicle turning to reduce the risk of dangerous side impact crashes, especially in locations with older and vulnerable road users;
- An expanded pedestrian protection (green on green removal) program and ongoing review of new technology and signal changes for safer pedestrian and bicycle rider movement;
- Raised intersection platforms, profile treatments, and innovative roundabout designs at more urban intersections to reduce serious injuries.

*Maximise safety integration in bicycle network programs to facilitate safer movement, provide separation from other traffic, where appropriate, and manage vehicle speeds.”*  
Source: Liveable and safe urban communities;

<http://www.towardszero.nsw.gov.au/roadsafetyplan>.

### **Officer's Comments:**

#### **Comment from Group Manager Footpaths, Roads, Traffic and Stormwater:**

The cost of preparing these letters is \$150 of staff time.

### **ATTACHMENTS**

Nil.