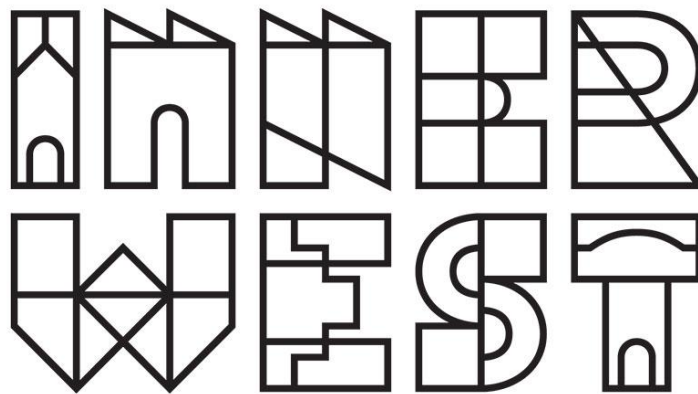


# AGENDA

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## **COUNCIL MEETING**

**TUESDAY 25 OCTOBER 2022**

**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.
- whether you are speaking in person or online

## **Are there any rules for speaking at a Council Meeting?**

The following rules apply when addressing a Council meeting:

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

## **What happens after I submit the form?**

You will be contacted by Governance Staff to confirm your registration. If you indicated that you will speak online, you will be provided with a link to the online meeting. Your request will then be added to a list that is shown to the Chairperson on the night of the meeting.

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 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.**

### **Statement of Ethical Obligations**

The Mayor and Councillors are bound by the Oath/ Affirmation of Office made at the start of the Council term to undertake their civic duties in the best interests of the people of the Inner West Council and to faithfully and impartially carry out the functions, powers, authorities and discretions vested in them under the Local Government Act or any other Act, to the best of their skill and judgement.

It is also a requirement that the Mayor and Councillors disclose conflicts of interest in relation to items listed for consideration on the Agenda or which are considered at this meeting in accordance with Council's Code of Conduct and Code of Meeting Practice.

## PRECIS

### VOLUME 1 OF 2

<b>1</b>	<b>Acknowledgement of Country</b>	
<b>2</b>	<b>Apologies</b>	
<b>3</b>	<b>Notice of Webcasting</b>	
<b>4</b>	<b>Disclosures of Interest</b>	
<b>5</b>	<b>Moment of Quiet Contemplation</b>	
<b>6</b>	<b>Confirmation of Minutes</b>	<b>Page</b>
	Minutes of 13 September 2022 Council Meeting	<b>7</b>
	Minutes of 20 September 2022 Extraordinary Council Meeting	<b>33</b>
<b>7</b>	<b>Public Forum – Hearing from All Registered Speakers</b>	
<b>8</b>	<b>Condolence Motions</b>	

Nil at the time of printing.

#### **9 Mayoral Minutes**

Nil at the time of printing.

#### **10 Reports for Council Decision**

<b>ITEM</b>		<b>Page</b>
C1022(1) Item 1	Bays West precinct - Stage 1 Comprehensive Rezoning Package IWC Submission	<b>40</b>
C1022(1) Item 2	Main Streets Strategy	<b>74</b>
C1022(1) Item 3	Draft Inner West Cycling Strategy - Public exhibition	<b>80</b>
C1022(1) Item 4	Callan Park-Greater Sydney Parklands Consultation and Engagement Framework and the Creation of Community Trust Boards	<b>98</b>
C1022(1) Item 5	Adoption-Henson Park Plan of Management	<b>111</b>
C1022(1) Item 6	469R Princes Highway Sydenham - Voluntary Planning Agreement	<b>239</b>
C1022(1) Item 7	Part Yeend Street, Birchgrove - Road Closure & Sale	<b>257</b>
C1022(1) Item 8	Mandatory Reporting of Fire Safety Reports Referred To Council From Fire And Rescue NSW	<b>260</b>
C1022(1) Item 9	Uluru Statement from the Heart Civic Training	<b>316</b>
C1022(1) Item 10	Inner West World Pride	<b>318</b>
C1022(1) Item 11	Local Democracy Groups - update on new term of groups and proposed policy challenges for deliberation	<b>321</b>
C1022(1) Item 12	Review of the Event Invitation, Speaking and Public Meeting Policy	<b>326</b>

C1022(1) Item 13	Local Traffic Committee Meeting - 19 September 2022	<b>350</b>
C1022(1) Item 14	Council's Model Code of Conduct	<b>383</b>
C1022(1) Item 15	Inner West Council Food and Garden Organics Service	<b>483</b>

## **11 Reports for Noting**

<b>ITEM</b>		<b>Page</b>
C1022(1) Item 16	Customer Service Update	<b>490</b>
C1022(1) Item 17	Draft Disability Inclusion Action Plan For Exhibition	<b>500</b>
C1022(1) Item 18	Investment Report at 31 August 2022	<b>513</b>
C1022(1) Item 19	2021/22 Annual Disclosures of Interest and New Designated Persons Disclosure of Interest	<b>541</b>

## **VOLUME 2 OF 2**

## **12 Notices of Motion**

<b>ITEM</b>		<b>Page</b>
C1022(1) Item 20	Notice of Motion: Boat and Trailer Parking in the Inner West	<b>627</b>
C1022(1) Item 21	Notice of Motion: Selecting Locations for Mobile Phone Base Stations	<b>628</b>
C1022(1) Item 22	Notice of Motion: Risk of Not Demerging Council	<b>629</b>
C1022(1) Item 23	Notice of Motion: Norton Street Study	<b>631</b>
C1022(1) Item 24	Notice of Motion: Pedestrian safety at Victoria Road and Darling Street, Rozelle	<b>632</b>
C1022(1) Item 25	Notice of Motion: Notifications to Councillors	<b>633</b>
C1022(1) Item 26	Notice of Motion: Airbnb	<b>635</b>
C1022(1) Item 27	Notice of Motion: Old Canterbury Road Tunnel	<b>636</b>
C1022(1) Item 28	Notice of Motion: Local Environment Plan (LEP) Consultation	<b>637</b>
C1022(1) Item 29	Notice of Motion: Cycleways on Victoria Road and Parramatta Road	<b>639</b>
C1022(1) Item 30	Notice of Motion: Heritage Pubs Protection	<b>641</b>
C1022(1) Item 31	Notice of Motion: Frederick Street	<b>643</b>
C1022(1) Item 32	Notice of Motion: Little villages signage	<b>645</b>
C1022(1) Item 33	Notice of Motion: FOGO Community education and external advice	<b>646</b>
C1022(1) Item 34	Notice of Motion: Alternate panellists for Regional Planning Panel	<b>647</b>
C1022(1) Item 35	Notice of Motion: Amendment to Code of Meeting Practice	<b>649</b>
C1022(1) Item 36	Notice of Motion: Council Support for Waste Education	<b>650</b>

## **13 Questions From Councillors**

<b>ITEM</b>	<b>Page</b>
C1022(1) Item 37 Question on Notice: Pedestrian Falls on Footpaths	<b>657</b>
C1022(1) Item 38 Question on Notice: Inner West Mayor Releases	<b>659</b>
C1022(1) Item 39 Question on Notice: Parks, Planning and Recreation and Urban Ecology	<b>662</b>

## **14 Reports with Confidential Information**

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

The confidential information has been circulated separately.

<b>ITEM</b>	<b>Page</b>
C1022(1) Item 40 Notice of Motion: Deamalgamation Risks	<b>665</b>
C1022(1) Item 41 Update on acquisition of investment properties	<b>667</b>
C1022(1) Item 42 Regional Road Asphalt Mill And Fill Contract FY22-23 (RFQ 170-22)	<b>668</b>
C1022(1) Item 43 RFT 04-22-1 Builders Contractor Panel	<b>669</b>

**Minutes of Ordinary Council Meeting held on 13 September 2022 at Ashfield Service Centre**

**Meeting commenced at 6.32pm**

**Present:**

Darcy Byrne	Mayor
Philippa Scott	Deputy Mayor
Liz Atkins	Councillor
Marghanita Da Cruz	Councillor
Jessica D'Arienzo	Councillor
Mark Drury	Councillor
Dylan Griffiths	Councillor
Mathew Howard	Councillor
Justine Langford	Councillor
Pauline Lockie	Councillor
Philippa Scott	Councillor
Kobi Shetty	Councillor
Chloe Smith	Councillor
John Stamolis	Councillor
Timothy Stephens	Councillor
Zoi Tsardoulis	Councillor
Peter Gainsford	General Manager
Simone Plummer	Director Planning
Manod Wickramasinghe	Acting Director Infrastructure
Ruth Callaghan	Director Community
Kelly Loveridge	Director Corporate
Matthew Pearce	General Counsel
Beau-Jane De Costa	Senior Manager Governance and Risk
Harjeet Atwal	Senior Manager Planning
Daniel East	Manager Strategic Planning
Deborah Lennis	Cultural Advisor
Daryl Jackson	Chief Financial Officer
Scott Mullen	Manager Strategic Investments and Property
James Brennan	Consultant - EY
Stuart Hull	Senior Manager Capital Works
Ryan Hawken	Project Manager Greenway Delivery
Alan Cartwright	Consultant - In-Corporate
Katherine Paixao	Business Paper Coordinator

**APOLOGIES:** Nil

**DISCLOSURES OF INTERESTS:**

Clr Scott declared a significant, non-pecuniary interest in Item 11 Local Traffic Committee Meeting - 15 August 2022 as she is on the Sydney Eastern City Planning Panel which considered the Tempe Bunnings Traffic Management Plan. She will not be part of Council adopting the minutes of the Traffic Committee which also considered the Traffic Management Plan. She will leave the meeting during discussion and voting for this item.

Clr Howard declared a non-significant, non-pecuniary interest in Item 11 Local Traffic Committee Meeting - 15 August 2022 as he works in the Office of the State Member who has a representative on the Local Traffic Committee. He will remain in the meeting during discussion and voting as the vote of the State Member is exercised through a representative.

Clr Lockie declared a significant, non-pecuniary interest in Item 9 Instrument of Delegation – Mayor as she works in the Mayoral Office at another Council where delegations are

determined by that Council. She will leave the meeting during discussion and voting for this item.

The General Manager, Peter Gainsford declared significant, non-pecuniary interest in Item 25 Notice of Motion: Our Place Inner West LEP consultation and Item 30 Notice of Motion: Community Consultation for Inner West Local Environmental Plan Phase 2B as his brother owns a property in the LEP 2B area. He will leave the meeting during discussion and voting for this item.

**Motion: (Da Cruz/Stephens)**

**That Council note the disclosures of interest.**

**Motion Carried**

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

**Against Motion:** Nil

**CONFIRMATION OF MINUTES**

**Motion: (Scott/Smith)**

**That the Minutes of the Council Meeting held on Tuesday, 9 August 2022 be confirmed as a correct record.**

**Motion Carried**

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

**Against Motion:** Nil

**Procedural Motion (Langford/Da Cruz)**

**That Council allow all the people who have requested to speak tonight on Item 2 De-amalgamation Business Case for Inner West Council, Item 22 Notice of Motion: Cootamundra-Gundagai Council Demerger Success and Item 25 Notice of Motion: Our Place Inner West LEP consultation to speak.**

**Motion Lost**

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

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

**PUBLIC FORUM**

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

Councillor Byrne left the Meeting and vacated the chair at 7:14 pm. Councillor D'Arienzo assumed the Chair.

Councillor Byrne returned to the Meeting at 7:30 pm. Councillor D'Arienzo vacated the Chair and the Mayor, Councillor Byrne assumed the Chair.

**Procedural Motion (Byrne/Stephens)**

**That Council allow Mr Peter Manning speak for an additional 1 minute on Item 30 Notice of Motion: Community Consultation for Inner West Local Environmental Plan Phase 2B.**

**Motion Carried**

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

**Against Motion:** Nil

Councillor Griffiths left the Meeting at 8:32 pm.

**C0922(1) Item 41 Mayoral Minute: Condolence Motion for Queen Elizabeth II**

**Motion: (Byrne)**

**That Council record its sadness at the death of Queen Elizabeth II and express gratitude for her lifelong public service.**

**Motion Carried**

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

**Against Motion:** Cr Da Cruz

**Absent:** Cr Griffiths

**C0922(1) Item 42 Mayoral Minute: Condolence Motion for Kris Cruden**

**Motion: (Byrne)**

**That Council record its sadness at the passing of former Leichhardt Mayor Kris Cruden and write to her partner Mark and daughter Amy to express our solidarity and heartfelt condolences for their loss.**

**Motion Carried**

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

**Against Motion:** Nil

**Absent:** Cr Griffiths

**C0922(1) Item 43 Mayoral Minute: Uluru Statement from the Heart Citizen Training**

**Motion: (Byrne)**

**That Council:**

- 1. Support a civic education program to build awareness of the Uluru Statement from the Heart and the upcoming Referendum on the Aboriginal and Torres Strait Islander Voice to Parliament. This is to include the training of 1000 local citizens to assist in civic education about the Referendum within the Inner West and in other communities;**

2. Seek the advice and endorsement of Aboriginal and Torres Strait Islander organisations in the development of the program;
3. Seek the collaboration of the Sydney Alliance and other civic society organisations that have been undertaking similar education already;
4. Make Council's town halls and facilities available for use for this program free of charge;
5. Immediately commence recruitment of local citizens for the civic education program with an initial allocation of \$10,000 to fund the community engagement and outreach needed to get local citizens involved. Funding for this is to be identified in the next quarterly budget review; and
6. Prepare a report for the October Ordinary meeting about the costs and logistics or undertaking the program. This report to include the cost of procuring and hanging copies of the Uluru Statement and the map of Aboriginal Australia in our libraries, community centres and Service Centres.

**Motion Carried**

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

**Against Motion:** Nil

**Absent:** Cr Griffiths

Councillor Griffiths returned to the Meeting at 8:38 pm.

**C0922(1) Item 44 Mayoral Minute: La Fiamma Photographic Collection**

**Motion: (Byrne)**

**That Council:**

1. Write to La Fiamma newspaper to thank them for the generous donation of their photographic collection to the Inner Wets Council;
2. Invite Italo-Australian community organisations including the APIA Club, the Father Atanasio Charitable , the federation of Italian Migrants and their families (FILEF), the Committee of Italians Overseas (ComItEs) and COASIT, to collaborate in the project of cataloguing the collection in order to preserve this unique photographic history;
3. Work with the Leichhardt / Annandale Chamber of Commerce and the organisers of Festa to arrange the exhibition of some of the collection in conjunction with the Festa. Council officers are to be made available to coordinate this exhibition;
4. Arrange to display some of the collection at Haberfield Library, in recognition of Haberfield's enduring connection to the Italian community; and
5. Council officers are to be made available to coordinate both exhibitions.

**Motion Carried**

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

**Against Motion:** Nil

**Procedural motion (Byrne/Stephens)**

**That Council allow The Mayor, Councillor Byrne speak for an additional 1 minute on Item 45 Mayoral Minute: Local Environment Plan.**

**Motion Carried**

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

**Against Motion:** Nil

**C0922(1) Item 45 Mayoral Minute: Local Environment Plan**

**Motion: (Byrne)**

**That Council:**

- 1. Defer all further consideration of and consultation on the LEP in order to obtain written advice from the Office of Local Government as well as independent legal advice, explaining how Councillors should manage potential conflicts of interest relating to the process. This should include advice about if and how a local government area wide LEP process could allow all councillors to participate in the LEP process; and**
- 2. Note that the LEP studies that have been released were prepared by consultants and that Councillors had no role in the preparation of the studies and were not briefed on these studies prior to their publication and that no further work will be undertaken on these studies or the related consultation while Council is awaiting advice from the Office of Local Government.**

**Motion Carried**

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

**Against Motion:** Nil

**C0922(1) Item 1 Election of Deputy Mayor**

The General Manager advised that the election of Deputy Mayor will be conducted in accordance with the provisions of the *Local Government Act 1993* and *Local Government (General) Regulations 2021*.

**Motion: (Byrne/Howard)**

**That Council:**

- 1. Determined to elect a Deputy Mayor, for a period serving from 13 September 2022 until September 2023;**
- 2. Determined the method of voting for the election of the Deputy Mayor be conducted by open voting; and**
- 3. Write to the Secretary and the Chief Executive Officer of Local Government NSW advising of the result of the election.**

**Motion Carried**

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

**Against Motion:** Nil

**Motion (Griffiths/Shetty)**

**That the two candidates be given 2 minutes to speak to their nomination.**

The Mayor ruled that the procedural motion is Out of Order as the resolution has already passed on how the election is to be conducted.

**Position of Deputy Mayor**

The General Manager advised that he has received nominations for the position of Deputy Mayor for Councillor Scott and Councillor Atkins.

The General Manager asked all Councillors who support Councillor Scott being the first nomination received, for the position of Deputy Mayor to raise their hands.

Councillor Scott received a total of 8 votes from Councillors Scott, D'Arienzo, Byrne, Stephens, Howard, Smith, Tsardoulis and Drury.

The General Manager asked all Councillors who support Councillor Atkins being the second nomination received, for the position of Deputy Mayor to raise their hands.

Councillor Atkins received a total of 7 votes from Councillors Da Cruz, Atkins, Langford, Griffiths, Shetty, Stamolis and Lockie.

**The General Manager declared that Councillor Scott to be elected Deputy Mayor until September 2023.**

**Procedural Motion (Scott/Drury)**

**That Council Suspend Standing Orders to bring forward Items 10, 29, 31, 32 and 33 to be dealt with at this time.**

**Motion Carried**

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

**Against Motion:** Nil

**Procedural Motion (Scott/Drury)**

**That Items 10, 29, 31, 32 and 33 be moved in globo and the recommendations contained within the report be adopted.**

**Motion Carried**

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

**Against Motion:** Nil

**C0922(1) Item 10 Post Exhibition Report 1-5 Chester Street Annandale - Voluntary Planning Agreement**

**Motion: (Scott/Drury)**

**That Council:**

1. Enter into the Amended Voluntary Planning Agreement for 1-5 Chester Street, Annandale as provided in Attachment 1 to this report; and
2. Authorises the General Manager to approve an amendment to the parties to the amended VPA should the property be sold.

**Motion Carried**

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

**Against Motion:** Nil

**C0922(1) Item 29 Notice of Motion: Pride Inner West**

**Motion: (Scott/Drury)**

**That Council:**

1. Notes the significance of Sydney WorldPride in celebrating our proud and diverse LGBTQ community and acknowledges the opportunities as a civic leader for Inner West to participate in the Sydney WorldPride festival;
2. In planning for Sydney WorldPride, council prioritise access, as appropriate, to council venues, sporting grounds and other assets to support the Pride Inner West community program activation and events between 11 February 2023 to 5 March 2023;
3. Approve access for the use of Tempe Reserve and Mackey Park on Monday 20 February for Sydney WorldPride International Gay and Lesbian Football Association tournament and inform local residents; and
4. Work with organisers on a Traffic Management Plan for the International Gay and Lesbian Football Association tournament and undertake engagement with Tempe residents living east of the Princes Highway about the event.

**Motion Carried**

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

**Against Motion:** Nil

**C0922(1) Item 31 Notice of Motion: Community Wealth Building**

**Motion: (Scott/Drury)**

**That:**

- 1. Council commits to becoming Australia's leading Community Wealth Building council by adopting the pillars of Community Wealth Building into our Inner West Council Economic Development Strategy;**
- 2. In preparation for the Economic Development Strategy:**
  - a) Staff consult with the Democracy Collaborative on the pillars of Community Wealth Building before the end of 2022; and**
  - b) Identify local anchor institutions such as universities and TAFE, hospitals, schools, sporting clubs, community and First Nations organisations and large local employers and businesses to be part of the development of the Economic Development Strategy, in addition to residents and other stakeholders.**
- 3. Council holds an Inner West Economic Summit early in 2023, and includes those local anchor institutions, in addition to residents and other stakeholders, to discuss people-centered economic development; and**
- 4. Before the end of 2022, staff identify and report on existing Council initiatives, strategies, processes and policies that support Community Wealth Building, particularly the use of Council's own workforce and procurement strategies, with the goals of:**
  - a) Doubling the budgeted number of apprentices, trainees and students employed by Council;**
  - b) Preferencing direct employment of apprentices and trainees over the use of labour hire or Group Training Organisations (GTO);**
  - c) Preferencing formal training being provided in-house by Council or by TAFE NSW, over private education providers;**
  - d) Increasing women in STEM roles; and**
  - e) Increasing Council procurement of local goods and services.**

**Motion Carried**

**For Motion:**

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

**Against Motion:**

Nil

**C0922(1) Item 32 Notice of Motion: Mental Health in the Inner West**

**Motion: (Scott/Drury)**

**That Council:**

1. Notes the important work, programs and events being planned for Mental Health Month (October);
2. Host a public forum on mental health in the Inner West in the next six months, bringing together people with lived experience of accessing mental health services, carers and support people, key organisations, Council staff and councillors to:
  - a) Discuss the challenges and opportunities for local services and residents; and
  - b) Learn how council can assist to facilitate and connect residents with mental health support;
3. Give consideration to ways people from culturally and linguistically diverse backgrounds can participate in the forum;
4. Request that Council officers report back on the findings of the mental health public forum, as well as on the other services council provides to support resident wellbeing and mental health, including recreational activities and mental health first aid training, which is currently being rolled out.

**Motion Carried**

**For Motion:**

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

**Against Motion:**

Nil

**C0922(1) Item 33 Notice of Motion: Economic Inclusion for People with Disability**

**Motion: (Scott/Drury)**

**That Council:**

1. Notes that as a major employer, Inner West Council has a responsibility to lead on inclusion for people with disability within our own workforce and to foster greater inclusion and participation in our local economy;
2. In November, as part of the community engagement for the *Draft Disability Inclusion Action Plan*, hold a Major Community Roundtable involving people with disability, local disability services, sector experts, local businesses, relevant council staff, Councillors and council's Access Committee, with a focus on expanding economic opportunity for people with disability in our local community and the role of Council in doing so; and invite Federal and State Ministers for Disability Services and other noteworthy advocates to attend; and
3. Ask Council officers to provide a briefing note explaining the work currently being undertaken by Council, including work as part of Council's *Employee Workforce Strategy*, to increase opportunities for recruitment, training and retention of people with disability in its workforce.

**Motion Carried**

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

**Against Motion:** Nil

**C0922(1) Item 2 De-amalgamation Business Case for Inner West Council**

**Procedural Motion (Scott/D'Arienzo)**

**That the motion be put.**

**Motion Carried**

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

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

**Motion: (Scott/D'Arienzo)**

**That:**

1. The Business Case for Inner West De-Amalgamation be tabled for consideration by Council;
2. The Business Case be considered in a workshop for Councillors before the October meeting of Council;
3. The Mayor write to the Minister for Local Government reiterating the concerns around costs and administration and seeking her specific commitment to paying the full cost should the Minister seek to demerge the Council and commit to not sacking the Council and installing an administrator; and
4. The Business Case return to Council for further discussion once a response from the Minister has been received.

**Motion Carried**

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

**Against Motion:** Cr Stamolis

**Amendment (Da Cruz/Atkins)**

**That Council defer this item to refine the demerger submission:**

1. To propose a process for demerger;
2. Note that the Micromex Survey was of 600 people by phone and 1400+ self-selecting online and paper responses;
3. Note that 104,219 voters chose to respond to the poll in December 2021;
4. Note that the YES vote ranged from 74% to 40% at polling places, with a 62.5% overall YES vote and Voter Turnout: 80.73% and an Informal Rate: 2.55%; and
5. Note that the Boundaries Commission commissioned a costing and sought submissions from the community and staff in preparing their report and recommendation to the Minister for the demerger of the Gundagai-Cootamundra Council.

**Motion Lost**

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

**Amendment (Stamolis/Langford)**

**That:**

1. The submission has not been validated by an expert in local government demerger;
2. The business case is NOT a business case or plan for demerger;
3. Gross assumptions and weak methodologies have been used to determine financial impacts of a demerger;
4. Bias and leading questions in the community survey;
5. Lack of engagement with the community and Councillors until a late stage of the process.

**Motion Lost**

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

**Procedural motion (Griffiths/Howard)**

That Council allow Councillor Drury speak for 1 additional minute on item 3.

**Motion Carried**

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

**C0922(1) Item 3 Reconciliation Action Plan**

**Motion (Drury/Howard)**

**That:**

1. Council adopt the Reconciliation Action Plan;
2. During the life of this plan consideration will be given to establishing a Voice to the Inner West Council. Consideration should include but not be limited to the following issues:
  - a) Consider whether and how the role of the Inner West Aboriginal and Torres Strait Islander Advisory Committee could expanded to form a Voice to the Inner West Council
  - b) Establishing a simple and timely payment process so Aboriginal and Torres Strait Islander Peoples are compensated for their time and knowledge.
  - c) Creating guidelines, in collaboration with your local Aboriginal and Torres

**Strait Islander Peoples community and the Metropolitan Land Council about what matters the Voice to Council should deal with.**

3. Council officers prepare a budget and recurrent investment for adoption by Council that supports the Voice to Council and the implementation of the major initiatives over the life of the RAP, being:
  - a) Creation of Survival Memorials in three locations, the first in Yeo Park, Ashfield will be installed in 2022/23;
  - b) Knowledge and culture playing a visible and integral role in placemaking and connecting to Country, including for example new walking trails and wayfinding across the Inner West;
  - c) All Council tenders over \$150,000 advertised on Supply Nation, and smaller scale positive procurement in favour of local Aboriginal businesses;
  - d) Nurturing connection to Country, including tours, stories, dance, and services;
  - e) New large scale Council research on archaeology in collaboration with local residents; and
  - f) Identifying appropriate Council owned property for an Aboriginal Community Hub and scoping costs and logistics to implement.
4. Council receive quarterly progress reports of progress toward establishing the community hub; and
5. Council receive quarterly progress reports on the development of an Aboriginal and Torres Strait Islander Procurement Strategy including KPIs for awarding of contracts and the total value.

**Motion Carried**

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

**Against Motion:** Nil

**Procedural Motion (Howard/Stephens)**

**That the meeting be adjourned for 10 minutes.**

**Motion Carried**

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

**Against Motion:** Nil

The meeting was adjourned at 9.06pm

The meeting recommenced at 9.18pm

**C0922(1) Item 4 Endorsement of Ashfield Park Plan of Management**

**Motion: (D'Arienzo/Scott)**

**That Council as land manager of Ashfield Reserve (Lot 2 DP607316);**

- 1. Endorse the Draft Plan of Management and refer this to the Minister for Water, Housing and Property for owners consent; and**
- 2. On receipt of owner's consent place the Draft Plan of Management for Ashfield Park on public exhibition for 28 days and the Plan be brought back to Council for adoption.**

**Motion Carried**

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

**Against Motion:** Nil

**Amendment (Griffiths/Da Cruz)**

**That Council amend point 1 to:**

- 1. Endorse the Draft Plan of Management, with amendments to remove reference to a Synthetic turf at Ashfield Bowling Club, and refer this to the Minister for Water, Housing and Property for owners consent.**

**Motion Lost**

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

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

**C0922(1) Item 5 License Agreement for Community Access: Graham Green-Dulwich Hill High School of Visual Arts.**

**Motion: (Drury/Griffiths)**

**That Council formally writes to both the Secretary of the NSW Department of Education and the Minister of Education in relation to the proposed license terms for Graham Green, seeking an urgent meeting and intervention by the Minister to address Council's concerns, namely:**

- a) Proposed Cost Shifting arrangement by the NSW Department of Education requiring that Council pay an annual license fee of \$10,000 per year for community access to the Green as well ongoing maintenance responsibilities in the region of \$14,000 annually;**
- b) Ongoing Water costs for irrigation of the Green (previously a Department of Education responsibility); and**
- c) Significant reduction in Community access reduced from seven days per week (outside of school hours) to two days access per week only (*outside of school holidays*).**

**Motion Carried**

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

**Against Motion:** Nil

**C0922(1) Item 6 Aquatics Inclusion Swim Program**

**Motion: (D'Arienzo/Atkins)**

**That Council:**

1. Endorses an aquatics inclusion program, including:
  - a) Trans and Gender Diverse Swim Events;
  - b) Abilities Open Days; and
  - c) The ongoing provision of Refugee Learn to Swim and Swimming Awareness.
2. Officers bring a report to the October Council meeting that includes options for increasing the number and type of events, varying the locations and providing an estimate of costs with no-charge and concession rate options;
3. An investigation into a prospective partnership with the Sydney Local Health District for Community Mental Health's 'Living Well, Living Longer' program to offer a 'Gym and Swim' to its participants. The results of the investigation are to be reported to council. This was a service previously offered by Belgravia at AKAC; and
4. Consultation with the disability community and Council's Access Committee about the Abilities Open Day and ongoing ways to make our pools more accessible.

**Motion Carried**

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

**Against Motion:** Nil

**C0922(1) Item 7 Henson Park - Private Public Partnership**

**Motion: (Howard/Scott)**

**That Council:**

1. Confirms that the outcomes and deliverables of the Henson Park Grandstand Redevelopment Project as outlined in the Henson Park PPP Initial Assessment are acceptable;
2. Proceed with the Henson Park Grandstand Redevelopment Project as a Public Private Partnership with the AFL (NSW/ACT) Commission Limited;
3. Authorise the General Manager to:
  - a) certify that all documentation, as part of the Henson Park Grandstand Redevelopment Project, has been prepared in accordance with the Public Private Partnership Guidelines 2022; and

- b) submit all documentation to the Office of Local Government for assessment of the Henson Park Grandstand Redevelopment Project as a Public Private Partnership.
4. Delegate to the General Manager the authority to negotiate ~~and execute~~ a Heads of Agreement with the commercial terms to be reported back to Council for approval; and
5. Commit to entering into a Licence with the Newtown Jets in respect to the future sporting use of Henson Park.

**Motion Carried**

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

**Against Motion:** Nil

**C0922(1) Item 8 Social Media Policy**

**Motion: (Howard/Scott)**

That Council defer this item to the November Council meeting and in the interim, seek a briefing from the Office of Local Government on the Model Social Media Policy and why its adoption is considered best practice.

**Motion Carried**

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

**Against Motion:** Crs Atkins, Da Cruz, Griffiths and Stamolis

Councillor Lockie left the Meeting at 9:43 pm.

**C0922(1) Item 9 Instrument of Delegation - Mayor**

**Motion: (Scott/Stephens)**

That Council adopt the Instrument of Delegations to the Mayor, as outlined and attached to the report.

**Motion Carried**

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

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

**Absent:** Cr Lockie

**Amendment (Da Cruz)**

**That:**

1. The financial delegation be reduced to zero and that all councillors be consulted on emergency expenditure by email, during recess; and
2. Any expenditure is reported to the next council meeting.

Councillor Lockie returned to the Meeting at 9:44 pm.

Councillor Scott left the Meeting at 9:44 pm as she declared a significant, non-pecuniary interest in Item 11 Local Traffic Committee Meeting – 15 August 2022 as she is on the Sydney Eastern City Planning Panel which considered the Tempe Bunnings Traffic Management Plan.

**C0922(1) Item 11 Local Traffic Committee Meeting - 15 August 2022**

**Motion: (Drury/Howard)**

**That the Minutes of the Local Traffic Committee meeting held on 15 August 2022 be received and the recommendations be adopted with the following amendments:**

- |                   |               |
|-------------------|---------------|
| <b>1. Council</b> | <b>Notes:</b> |
|-------------------|---------------|
- a) At the Sydney Eastern City Planning Panel (SECPP) Hearing on September 1<sup>st</sup>, the Panel determined to support the Bunnings Tempe DA modifications;
  - b) The approved modification for Tempe Bunnings does not include the installation of traffic lights at the Bunnings entry on Princes Highway. The community argued strongly for a signalised intersection;
  - c) Transport for NSW received the Traffic Light Feasibility Report that was commissioned by Council. They did not support the implementation of traffic lights at the entrance of Bunnings, only a signalised pedestrian crossing;
  - d) Vehicles entering Bunnings from the south bound lanes of Princes Highway will need to cross three lanes of oncoming traffic at an unsignalized intersection;
  - e) Tempe residents are very concerned that this will endanger the lives of pedestrians along Princes Highway, especially school children. There is also concern for cyclists. They are also concerned about the impacts of Bunnings traffic on streets on the eastern side of Princes Highway in Tempe;
  - f) Public consultation for the South Tempe Local Area Traffic Management (LATM) Plan closed on 8 September. A report will soon come to Council for consideration;
  - g) Tempe residents strongly support any measures that Council can implement to improve safety and mitigate the effects of higher levels of traffic through their local streets; and
  - h) Council will continue to advocate on behalf of Tempe residents to make their streets as safe as possible.
2. Congratulates Safe Traffic Plan for Bunnings Tempe and the Tempe community in lobbying for a safer traffic plan for Tempe;
  3. Sincerely thanks Council staff for their work in keeping Councillors and the community updated about the Bunnings Tempe development proposal and for delivering the Traffic Light Feasibility Study so promptly; and
  4. That Council write to the local state MPs asking them to raise issue of Frederick Street in Parliament.

**Motion Carried**

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

**Against Motion:** Nil

**Absent:** Cr Scott

Councillor Scott returned to the Meeting at 9:54 pm.

Councillor D'Arienzo left the Meeting at 9:54 pm.

Councillor D'Arienzo returned to the Meeting at 9:56 pm.

**C0922(1) Item 12 Minutes of the Audit, Risk and Improvement Committee Meeting Held on 8 June 2022**

**Motion: (Scott/Atkins)**

**That Council adopts the minutes of the Audit, Risk and Improvement Committee Meeting held on 8 June 2022.**

**Motion Carried**

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

**Against Motion:** Cr Stamolis

**Procedural Motion (Scott/Drury)**

**That Council Suspend Standing Orders and bring forward Items 37, 28, 39 and 40 and the urgency motion provided by staff on Real Estate Investment Strategy – To make an offer and enter into confidential session at this time.**

**Motion Carried**

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

**Against Motion:** Cr Griffiths

**Confidential Session**

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

**C0922(1) Item 37 Appointment of Independent ARIC Member** (Section 10A(2)(a) of the Local Government Act 1993) as it contains personnel matters concerning particular individuals (other than councillors)

**C0922(1) Item 38 Lease to Western Suburbs Lawn Tennis Association** (Section 10A(2)(c) of the Local Government Act 1993) that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business.

**C0922(1) Item 39 Local Road Asphalt Mill and Fill Services 2022-2023 Package 1 - Tender Report** (Section 10A(2)(c) of the Local Government Act 1993) that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business.

**C0922(1) Item 40 Greenway In-corridor D&C** (Section 10A(2)(c) of the Local Government Act 1993) that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business.

**Urgency Motion – Real Estate Investment Strategy – To make an offer** (Section 10A(2)(c) of the Local Government Act 1993) that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business; AND (Section 10A(2)(d)(i) of the Local Government Act 1993) that would, if disclosed prejudice the commercial position of the person who supplied it; AND (Section 10A(2)(d)(ii) of the Local Government Act 1993) that would, if disclosed confer a commercial advantage on a competitor of the council.

### **RESOLUTIONS PASSED DURING CLOSED SESSION**

#### **C0922(1) Item 37 Appointment of Independent ARIC Member**

**Motion: (Scott/Atkins)**

**That Council:**

1. **Resolves to appoint Mark Sercombe to the Inner West Council Audit, Risk and Improvement Committee, for a period of four (4) years, with an option for re-appointment for a further 4 years, subject to a formal review of the members performance; and**
2. **Writes to Emily Hodgson thanking and acknowledging the significant contribution she has made to Council as an Independent Member of the Audit, Risk and Improvement Committee for the past 8 years.**

**Motion Carried**

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

**Against Motion:** Nil

#### **C0922(1) Item 38 Lease to Western Suburbs Lawn Tennis Association**

**Motion: (Drury/D'Arienzo)**

**That Council:**

1. **Grant a five (5) + five (5) year Lease of the Pratten Park Tennis Courts at 40 Arthur St, Ashfield to Western Suburbs Lawn Tennis Association for use as an Tennis Club, as per the proposed lease terms and conditions contained in the report;**
2. **Approves a 75% Accommodation Grant to be applied to the rent in accordance with Council's Land and Property Policy;**
3. **Authorises the General Manager or delegate to negotiate, finalise terms and execute the Lease documentation; and**
4. **Approves the public notification of the proposed lease for a minimum of 28 days in accordance with the Crown Lands Management Act 2016 and Local Government Act 1993 and notes any objections to the lease will be required to be referred to the Minister.**

**Motion Carried**

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

**Against Motion:** Nil

**Amendment (Da Cruz)**

**That organisations and individuals receiving Council grants including accommodation grants, acknowledge the value in their annual reports and in their publicity material**

The Mayor ruled this amendment Out of Order

**C0922(1) Item 39      Local Road Asphalt Mill and Fill Services 2022-2023 Package 1 - Tender Report****Motion: (Drury/Scott)**

**That:**

- 1. The submission submitted by Ozapve (AUST) Pty Ltd for \$1,979,013 excluding GST be accepted for the Local Road Asphalt Mill and Fill Contract FY22-23 Package 1 for Inner West Council; and**
- 2. A 10% contingency sum be included in the project budget for expenditure on aspects of the project that were unforeseeable when the RFQ documents were prepared. The total will therefore be \$2,176,914. (excl. GST).**

**Motion Carried**

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

**Against Motion:** Nil

**C0922(1) Item 40      Greenway In-corridor D&C****Motion: (Drury/Stephens)**

**That Council delegates authority to the General Manager to enter into a Contract with Gartner Rose Pty Ltd for the Design and Construction of the Greenway In-Corridor works as set out in the Confidential Recommendations.**

**Motion Carried**

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

**Against Motion:** Nil

**Amendment (Griffiths)**

**That Council staff identify funding with the intention to consider the addition of the Old Canterbury Road tunnel into stage 1 or stage 2 works at the next Council meeting.**

The Mayor ruled this amendment Out of Order.

**Procedural Motion (Scott/D'Arienzo)**

**That an Urgency motion on Real Estate Investment Strategy – To make an offer be considered at this Council meeting.**

**Motion Carried**

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

**Against Motion:** Nil

The Mayor, Councillor Byrne ruled this matter urgent.

**Urgency Motion – Real Estate Investment Strategy – To make an offer**

**Motion: (Drury/Stephens)**

**That:**

1. Council authorise the General Manager to make a non-binding offer to purchase the property, as outlined in the confidential report; and
2. A report be brought back to Council following the detailed due diligence and recommending if Council should proceed to purchase a property.

**Motion Carried**

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

**Against Motion:** Nil

**Motion: (Scott/D'Arienzo)**

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

**Motion Carried**

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

**Against Motion:** Nil

**Procedural Motion (Byrne/Scott)**

**That Council allow Councillor Smith speak for an additional 2 minutes on item 13.**

**Motion Carried**

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

**Against Motion:** Nil

**C0922(1) Item 13 Art Summit**

**Motion: (Smith/Byrne)**

**That Council:**

1. Receive and note the report;
2. As resolved at the March 2022 Ordinary Council meeting, direct officers to commence immediate development of the Inner West Council Arts and Music Recovery Plan. The Plan is to be informed by the priorities of the Summit and developed in consultation with key stakeholders, including Council's Arts and

**Cultural Advisory Group, and tabled at the December Ordinary Council meeting;**

- 3. Noting alignment of many of the Summit's priorities with Council's current Living Arts program and Cultural Strategy, endorse the following initiatives from the Summit for immediate action:**
- a) Commence a review of all upcoming EOIs and bookings for Council events to ensure maximum use of local artists and venues, including the Marrickville Festival, Inner West Film Festival, World Pride activations, and the Perfect Match program;**
  - b) Reaffirm commitment to Council's Outdoor Activation program and Public Art program, noting Council's commitment to increase Perfect Match funding by 20%;**
  - c) Undertake a creative spaces audit and study to identify appropriate spaces across the LGA for creative and rehearsal use, including activation of all eight town halls within the LGA modelled on the Marrickville Town Hall conversion pilot;**
  - d) Commence scoping to establish a "concierge matching" service to match artists with spaces, using the Perfect Match model as template, to build on the audit of creative spaces;**
  - e) Noting the opportunities to support local artists and music venues under the pilot Special Entertainment Precinct on Enmore Road, commence scoping works to identify other potential locations to pilot SEPs in the LGA including Marrickville Road, Darling St, and Norton St;**
  - f) Noting Council's submission to the National Cultural Policy, identify opportunities for further advocacy work to shape state and federal arts and culture policy, including writing to relevant state and federal ministers regarding the Inner West Council Arts and Music Recovery Plan.**

**Motion Carried**

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

**Against Motion:** Nil

**Amendment (Da Cruz)**

**That Council note:**

- 1. The launch of Inner West Creative Network on Friday;**
- 2. That sale and commission of visual arts, craft markets, directing festivals and performing are ways Artists earn a living - the dream is of a regular income; and**
- 3. The Council is currently developing a Cultural Strategy and has numerous properties which could be used for cultural pursuits.**

**C0922(1) Item 14      Food Security**

**Motion: (Scott/Lockie)**

**That Council:**

- 1. Receive and note the report; and**
- 2. Requests that Council staff keep Councillors informed on progress in this area through regular briefings and/or briefing notes.**

**Motion Carried**

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

**Against Motion:** Nil

**C0922(1) Item 15      Six Monthly Progress Report – January 2022 – June 2022**

**Motion: (Scott/Stephens)**

**That Council receive and note the report.**

**Motion Carried**

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

**Against Motion:** Nil

**Procedural motion (Stephens/Howard)**

That Council allow The Mayor, Councillor Byrne speak for an additional 1 minute on item 16.

**Motion Carried**

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

**Against Motion:** Nil

**C0922(1) Item 16      Status of former Balmain Leagues Club site & surrounds**

**Motion: (Byrne/Scott)**

**That Council:**

- 1. Note the massive, ongoing and cumulative impacts on Rozelle from NSW Government infrastructure projects and the complete failure of NSW Government ministers to engage with the local community or councillors about these impacts;**
- 2. Note the NSW Government's failure to demolish the Balmain Leagues Club while the Government was the leaseholder for the site and the site owner's stated intention to delay demolition of the derelict building means that there is a serious ongoing danger to the local community from another fire taking place there and the generally unsafe conditions of the site;**

3. Convene a public meeting in Rozelle to inform the community about these impacts and invite the Transport Minister and other relevant Ministers to attend to address local residents about:
  - These ongoing impacts how these threats and impacts will be mitigated;
  - The planning for the future of Victoria Road;
  - The funding shortfall for the construction of Rozelle Parklands;
  - The Rozelle community is to be letterboxed with an invitation to the public meeting.
4. Write to owner of the Balmain Leagues Club site and the NSW Government demanding that the dangerous and derelict former Leagues Club structure be demolished immediately;
5. Defer any community engagement on the "Rozelle Village Masterplan" pending written confirmation from the NSW Government about the demolition of the Balmain Leagues Club and their plans for Victoria Road;
6. Notify councillors about any engagement or proposed meetings with NSW Government agencies about the matters detailed in the report in advance; and
7. Write to the Member for Balmain seeking his urgent intervention to have these issues properly addressed by NSW Government Ministers.

**Motion Carried**

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

**Against Motion:** Nil

**C0922(1) Item 17 Investment Strategy & Portfolio Review 2021/22**

**Motion: (Drury/Scott)**

**That:**

1. Council receive and note the report; and
2. LGNSW and ALGA commence a campaign to convince all banks to offer more investment products to Local Government that will not contribute to further climate change.

**Motion Carried**

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

**Against Motion:** Nil

**C0922(1) Item 18 Investment Report at 31 July 2022**

**Motion: (Scott/Drury)**

**That Council receive and note the report.**

**Motion Carried**

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

**Against Motion:** Nil

**C0922(1) Item 19 Notice of Motion: Fossil Fuel Advertising in the Inner West**

**Motion: (Atkins/Scott)**

**That Council:**

**1. Request the Mayor write to:**

- a) the Federal Minister for Communications, the Hon. Michelle Rowland MP, to ask the Federal Government to pass national ethical advertising laws that restrict advertising of socially harmful products such as fossil fuels, fake natural therapies, shop signage for tobacconists and foreign government propaganda;
- b) the Minister for Digital Government and Minister for Customer Service, Victor Dominello MP requesting the NSW Government pass ethical advertising laws; and
- c) State MPs covering the Inner West LGA seeking their support for same.

**2. Request the General Manager to:**

- a) Investigate:
  - i. implementing ethical advertising principles including restrictions on advertising for fossil fuels and other socially harmful products, to be further defined in a report back to Council, but which could include fake natural therapies, shop signage for tobacconists or foreign government propaganda, for any Council controlled signage or property; and
  - ii. updating the Sponsorships Policy to expand the list of organisations from which Council will not accept sponsorship to include a ban on accepting sponsorships from companies whose main business is the extraction or sale of coal, oil or gas, or sale of other socially harmful products.
- b) work with other councils, Local Government NSW and the Australian Local Government Association to encourage a consistent approach across local government to socially harmful advertising; and
- c) ask staff to undertake a review of Inner West Council policies or strategies that may allow for the promotion of socially harmful products.

**Motion Carried**

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

**Against Motion:** Nil

## **Amendment (Scott/Smith)**

### **That Council:**

#### **1. Request the Mayor write to:**

- a) the Federal Minister for Communications, the Hon. Michelle Rowland MP, to ask the Federal Government to pass national ethical advertising laws that restrict advertising of socially harmful products such as fossil fuels, fake natural therapies, shop signage for tobaccoists and foreign government propaganda;
- b) the Minister for Digital Government and Minister for Customer Service, Victor Dominello MP requesting the NSW Government pass ethical advertising laws; and
- c) State MPs covering the Inner West LGA seeking their support for same.

#### **2. Request the General Manager to:**

- a) Investigate:
  - i. implementing ethical advertising principles including restrictions on advertising for fossil fuels and other socially harmful products, to be further defined in a report back to Council, but which could include fake natural therapies, shop signage for tobaccoists or foreign government propaganda, for any Council controlled signage or property; and
  - ii. updating the Sponsorships Policy to expand the list of organisations from which Council will not accept sponsorship to include a ban on accepting sponsorships from companies whose main business is the extraction or sale of coal, oil or gas, or sale of other socially harmful products.
- b) work with other councils, Local Government NSW and the Australian Local Government Association to encourage a consistent approach across local government to socially harmful advertising; and
- c) ask staff to undertake a review of Inner West Council policies or strategies that may allow for the promotion of socially harmful products.

### **Motion Carried**

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

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

As the amendment was carried, it was incorporated into the primary motion.

Meeting closed at 11.00pm.

Items 20, 21, 22, 23, 24, 26, 27 and 28 were not considered this Meeting and will be carried over to the next Ordinary Council meeting on 25 October 2022.

### **C0922(1) Item 25 Notice of Motion: Our Place Inner West LEP consultation**

This item has been withdrawn due to Item 45 Mayoral Minute: Local Environment Plan

superseding this Notice of Motion.

**C0922(1) Item 30      Notice of Motion: Community Consultation for Inner West Local Environmental Plan Phase 2B**

This item has been withdrawn due to Item 45 Mayoral Minute: Local Environment Plan superseding this Notice of Motion.

**PUBLIC SPEAKERS:**

Item #	Speaker	Suburb
Item 2	Pip Hinman	Newtown
	Michele Hacking	Rozelle
Item 3	David Barrow	Ashfield
	Jacqui Parker	Freshwater
	Nicole Laupepa	Alexandria
Item 4	Cynthia Moore	Haberfield
	Jo Alley	Ashfield
Item 5	Scott Barry	Dulwich Hill
	Sue Adams	Dulwich Hill
Item 19	Belinda Noble	Sydney
Item 20	Toyanath Ghimire	Auburn
Item 21	Simon Wilkes	Dulwich Hill
Item 23	David Sampson	Marrickville
Item 24	Peter Stevens	Bexley North
	Gina Svolos	Earlwood
Item 25	Evonne Englezos	Ashfield
	Melanie Wood	Dulwich Hill
	Robert Veel	Dulwich Hill
Item 28	Campbell Reid	Balmain
Item 29	Jenn Peden	Stanmore
Item 30	Jennifer Whitmarsh	Dulwich Hill
	Peter Manning	Dulwich Hill
	Mark Skelsey	Dulwich Hill
Item 31	Osmond Chiu	Marrickville
Item 32	William Woods	Marrickville
Item 40	John McNeil	Camperdown
	Alex Lofts	Summer Hill

The Minutes of the Ordinary Meeting of Council held on the 13<sup>th</sup> day of September, 2022 were confirmed as a correct record on this 25<sup>th</sup> day of October 2022.

.....  
CHAIRPERSON

**Minutes of Extraordinary Council Meeting held on 20 September 2022 at Ashfield  
Service Centre**

**Meeting commenced at 6.32PM**

**Present:**

Darcy Byrne	Mayor
Philippa Scott	Deputy Mayor
Liz Atkins	Councillor
Marghanita Da Cruz	Councillor
Jessica D'Arienzo	Councillor
Mark Drury	Councillor
Dylan Griffiths	Councillor
Mathew Howard	Councillor
Justine Langford	Councillor
Pauline Lockie	Councillor
Philippa Scott	Councillor
Kobi Shetty	Councillor
Chloe Smith	Councillor
John Stamolis	Councillor
Timothy Stephens	Councillor
Zoi Tsardoulis	Councillor
Peter Gainsford	General Manager
Simone Plummer	Director Planning
Manod Wickramasinghe	Acting Director Infrastructure
Kelly Loveridge	Director Corporate
Matthew Pearce	General Counsel
Beau-Jane De Costa	Senior Manager Governance and Risk
Caroline McLeod	Senior Manager Libraries and Community Facilities
Katherine Paixao	Governance Coordinator

**APOLOGIES:** Nil

**DISCLOSURES OF INTERESTS:** Nil

**C0922(2) Item 1 Notice of Motion: Visit of Toyannath Ghimire to the Footprints Festival**

**Motion: (Da Cruz/Howard)**

**That Council:**

- Note the attendance of Toyannath Ghimire Chair and Citizen Scientist of the Saptakoshi Environment Centre in Nepal at the Footprints Eco Festival in White's Creek Valley on 3 September; and**
- Receive a report on the framework for a community to community relationship with Barakhshetra Municipality 3.**

**Motion Carried**

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

**Against Motion:** Nil

**C0922(2) Item 2 Notice of Motion: Cooks River Corridor Masterplan**

**Motion: (Langford/D'Arienzo)**

**That Council:**

- 1. Investigates developing a Cooks River Corridor Masterplan for the Inner West LGA, in consultation with the Cooks River Alliance, with complementary actions to the CBC Plan, prepared in collaboration with key stakeholders, including other members of the Alliance, residents and other stakeholders;**
- 2. Approach Cooks River Alliance about developing a catchment-wide Cooks River Corridor Masterplan for the entire Cooks River catchment, involving all Councils within the catchment and other key stakeholders including Sydney Water, Transport for NSW and residents;**
- 3. Notes the recent public exhibition of the Cooks River Corridor Masterplan (draft) prepared by Canterbury-Bankstown Council (CBC);**
- 4. Notes the Cooks River Corridor Masterplan (draft) includes areas within the Inner West Council LGA, bordering along the Cooks River; and**
- 5. Investigates entering into a Memorandum of Understanding (MOU) with Canterbury-Bankstown Council to identify and implement the Cooks River Corridor Masterplan across the Inner West LGA.**

**Motion Carried**

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

**Against Motion:** Nil

**Procedural Motion (Scott/Stephens)**

**That Council allow an extension of time of 2 minutes for Cllr Drury on Item 3.**

**Motion Carried**

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

**Against Motion:** Nil

**Procedural Motion (Drury/Stephens)**

**That Council allow an extension of time of 2 minutes for Cllr Scott on Item 3.**

**Motion Carried**

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

**Against Motion:** Nil

**Procedural Motion (Shetty/Griffiths)**

**That Council allow an extension of time of 2 minutes for Cllr Stamolis on Item 3.**

**Motion Lost**

**For Motion:**

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

**Against Motion:**

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

**C0922(2) Item 3 Notice of Motion: Cootamundra-Gundagai Council Demerger Success**

**Motion: (Langford/Atkins)**

**That Council:**

1. Notes that on 24 August 2022, NSW Minister for Local Government, Wendy Tuckerman, announced her decision to demerge Cootamundra-Gundagai Regional Council;
2. Notes that the demerger was considered under section 218CC of the NSW Local Government Act;
3. Notes that Section 218CC (6) in part states *"The Minister is required to abide by the following clause by making grants under [section 620](#) or using money otherwise appropriated by Parliament for the purpose, to ensure that the cost of any de-amalgamation of the new area resulting from a business case submitted under this section is fully funded"*;
4. Writes to the Mayor of Cootamundra- Gundagai Regional Council congratulating Mayor Sheahan for the success of the demerger case and the reinstatement of the local government areas of Cootamundra and Gundagai in line with community wishes;
5. Writes to the Minister for Local Government, Wendy Tuckerman, congratulating her on her decision to support the demerger of Cootamundra-Gundagai Regional Council, and reminding her that 62.5% of the voters in the poll at the local government election held in the Inner West LGA in December 2021 supported the demerger of Inner West Council; and
6. Prior to submitting the Inner West Council Deamalgamation Business Case to the Minister for Local Government, Council organises for the document to be reviewed and analysed by independent external local government academic expert/s who specialise in preparing local government demerger business cases.

**Motion Lost**

**For Motion:**

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

**Against Motion:**

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

**C0922(2) Item 4 Notice of Motion: Tempe Train Station Accessibility**

**Motion: (Langford/Howard)**

**That Council:**

1. Note that the stairs leading from the Tempe Railway Station car park, located on Richardson's Crescent, to the concourse, have been closed for at least 18 months;
2. Note the temporary access to Tempe Railway Station from the car park via platform one is not well lit, has more trip hazards, is located in the middle of the car park,

and anecdotally is not favoured by local residents;

3. Understands that the issue is the need to repair and resurface a small area of the concourse at the top of the stairs;
4. Expresses the view that it is not acceptable for the regular access to be closed for such a long period of time;
5. Writes to the Premier of NSW, The Hon. Dominic Perrottet, The Minister for Transport, The Hon. David Elliott, The Member for Summer Hill and Shadow Minister for Transport, Jo Haylen, and The Greens Spokesperson for Transport Ms Abigail Boyd, expressing Inner West Councils request that immediate action be taken by the NSW Government to complete the maintenance work on the concourse at Tempe Railway Station, and the usual entrance be reopened as soon as possible; and
6. Acknowledges the longstanding campaign by Tempe residents to improve accessibility at Tempe Station under the NSW Transport Access Program.

**Motion Carried**

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

**Against Motion:** Nil

**C0922(2) Item 5 Notice of Motion: Support for Wolli Creek Regional Park**

**Motion: (Langford/Howard)**

**That Council:**

1. Recognises the Wolli Creek Regional Park (WCRP) as a regional resource warranting major support from all councils in the region; and
2. Calls on the State Government to take the steps necessary to:
  - a) expedite the acquisition of the remaining lands necessary to complete WCRP after decades of slow progress; and
  - b) ensure that WCRP is supported by increased funding and staffing to provide for its continued protection and enhancement.

**Motion Carried**

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

**Against Motion:** Nil

**C0922(2) Item 6 Notice of Motion: Parking****Motion: (Atkins/Smith)****That Council:**

- 1. Notes an increase in reports of illegal and/or dangerous parking on residential streets across the Inner West;**
- 2. As soon as possible, undertakes a comprehensive and targeted education campaign to tackle illegal parking on streets across the Inner West - with information on a prominent page in the Inner West News, local media, social media and on the council website; and**
- 3. Requests staff to prepare a report on the extent of illegal and dangerous parking and possible solutions before the end of this calendar year.**

**Motion Carried**

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

**Against Motion:** Nil

**C0922(2) Item 7 Notice of Motion: Balmain Town Hall and Civic Precinct Planning****Motion: (Byrne/Scott)****That Council:**

- 1. Endorse the formation of a Balmain Town Hall and Civic Precinct Community working group; and**
- 2. Officers to develop draft Terms of Reference and an Expression of Interest process for interested residents who may wish to be members.**

**Motion Carried**

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

**Against Motion:** Nil

**Amendment (Shetty/Stamolis)**

**Amendment to point 2 to 'That Council Officers to develop draft Terms of Reference and the process to engage interested residents who wish to be members of the working group'.**

**Motion Lost**

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

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

**C0922(2) Item 8 Notice of Motion: Balmain Sailing Club Pontoon Upgrade**

**Motion: (Byrne/Scott)**

**That Council:**

- 1. Allocate \$50,000 funding on a 50:50 basis for the upgrade of the Balmain Sailing Club pontoon, to provide safer publicly accessible facilities for small craft and junior sailing; and**
- 2. Enter into an appropriate funding agreement with Balmain Sailing Club to assist administration of the funding.**

**Motion Carried**

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

**Against Motion:** Nil

**Procedural Motion (Atkins/Griffiths)**

**That an Urgency motion on LGNSW 2022 Annual Conference – Survey of Urgency Motion: Bullying and Harassment in the Local Government Sector be considered at this Council meeting.**

**Motion Carried**

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

**Against Motion:** Nil

The Mayor, Councillor Byrne ruled this matter urgent.

**Urgency Motion: LGNSW 2022 Annual Conference – Survey of Bullying and Harassment in the Local Government Sector**

**Motion: (Atkins/Da Cruz)**

**That:**

- 1. Council endorses the following motion to be submitted to the Local Government NSW 2022 Annual Conference:**
  - That Local Government NSW calls on the NSW State Government to:**
    - a) undertake a state-wide survey of elected councillors and local government staff on bullying, harassment and intimidation as soon as practicable or in the 2023/24 financial year, to improve workplace and councillor safety; and**
    - b) that the results of the survey and review be reported back to LGNSW and all councils for further action if required.**
- 2. The General Manager be delegated the authority to make any minor amendments to the wording of this motion if requested by LGNSW and agreed to by the mover of the motion.**

**Motion Carried**

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

**Against Motion:** Nil

Meeting closed at 7.29pm.

**PUBLIC SPEAKERS:**

Item #	Speaker	Suburb
Item 2	Peter Munro	Marrickville
	Jenny Saleeba	Strathfield South
Item 3	Glen Moore	Gundagai
	Kate Murphy	Tempe
Item 6	Bob Honeybrook	Ashfield

The Minutes of the Extraordinary Meeting of Council held on the 20<sup>th</sup> day of September, 2022 were confirmed as a correct record on this 25<sup>th</sup> day of October 2022.

.....  
CHAIRPERSON

**Item No:** C1022(1) Item 1

**Subject:** BAYS WEST PRECINCT - STAGE 1 COMPREHENSIVE REZONING  
PACKAGE IWC SUBMISSION

**Prepared By:** Katie Miles - Acting Team Leader Infrastructure Planning and Gill Dawson - Strategic Planning Consultant

**Authorised By:** Simone Plummer - Director Planning

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## RECOMMENDATION

**That:**

1. Council endorses the submission for the Bays West Stage 1 Comprehensive Rezoning Package;
2. The Inner West Council submission be forwarded to the Department of Planning and Environment for consideration;
3. Council advocates to the NSW Government to enter into a Planning Agreement, in lieu of section 7.11 and 7.12 contributions being applied on future development consents in Stage 1 – Bays West, that ensures that:
  - a) The NSW State Government is legally committed to delivering the specified infrastructure assets stated in the Department's Draft Infrastructure Delivery Plan, at full cost to either the NSW Government or future developers. This includes a new multipurpose community and library hub, district cultural spaces, indoor recreational facilities, new childcare facilities, and new open space; and
  - b) As part of the above agreement, Council determines which infrastructure assets in Bays West Stage 1 are desirable to be dedicated into Council ownership, at no cost to Council, once the assets are constructed and embellished to a level suitable for its desired end-use.

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## DISCUSSION

### Background

Planning for the Bays West Precinct commenced in 2013 when it was identified as a major urban renewal site. The site sits outside Council's local environmental planning framework, with the Department of Planning and Environment (DPE) the planning authority under *State Environmental Planning Policy (Precincts—Eastern Harbour City) 2021*.

Two key documents for the site were previously exhibited and include:

- Bays West Place Strategy – overarching vision and framework (endorsed November 2021)
- Bays West Stage 1 Draft Masterplan and Urban Design Framework (Revised August 2022)

Exhibition of the Bays West Precinct Stage 1 White Bay Power Station (and Metro) Comprehensive Rezoning Package represents the next phase in land use planning for the Bays West, with the exhibition being from 12 August 2022 to 8 September 2022.

The intent of the rezoning is to help deliver:

- 4,950 jobs
- Up to 250 new homes, including provision for affordable housing
- Offices, shops, cafes, and restaurants
- Social infrastructure such as a multi-purpose community/library hub
- The historic White Bay Power Station protected and reinvented as a centre of cultural activity
- Approximately 4.16ha of new public and open space

The rezoning package included the following key exhibition documents:

- Design Guide
- Explanation of Intended Effect
- Infrastructure Delivery Plan
- Affordable Housing Program

These were supported by a further 15 supporting documents.

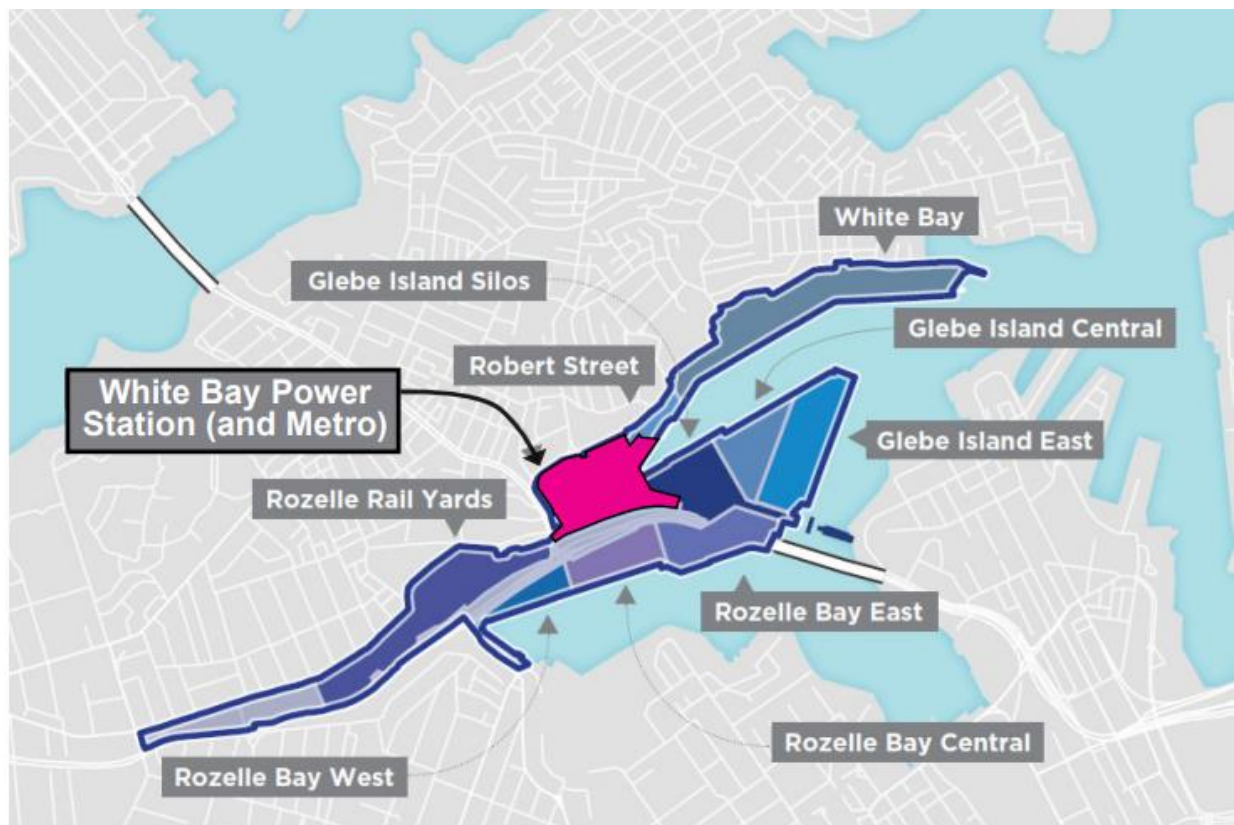


Figure 1: Bays West sub-precincts with Stage 1 identified in pink

A draft officer submission was provided on the close of exhibition and is included at Attachment 1 to this report.

In summary, the submission outlines areas of support, concern and lack of support for the proposal in its current state, as determined by the officers responsible for the submission.

Areas of concern include but are not limited to:

- The lack of certainty provided to Council under the NSW Planning System that section 7.11 or 7.12 local infrastructure contributions will be collected from the Bays West Precinct area. It is estimated that the Stage 1 area will generate approximately \$21 million in revenue for local infrastructure, however, there are no assurances that monetary contributions will be imposed as a condition of consent on each individual development application. It is advised that Council seek to enter a planning agreement

with the NSW Government prior to any rezoning occurring. A Planning Agreement could include either monetary payments to the value of \$21million or agreeance that local infrastructure assets be delivered to Council free of cost and in a form that is fit for purpose for its desired end use. It is noted that once rezoning occurs, the opportunity to enter a single planning agreement for Stage 1 is largely lost.

- Council has been identified as a potential future asset owner for all transport, recreational and drainage infrastructure items, and one social infrastructure item (multipurpose library and community hub) detailed in Table 11 of the NSW Government's draft Infrastructure Delivery Plan – Stage 1 Bays West valued at \$209.4 million. The ongoing lifecycle costs, maintenance, and depreciation costs of such infrastructure, if transferred into Council ownership, would be considerable. The consideration of these matters has implications for Council's draft Inner West Local Infrastructure Contribution Plan 2022, this document identifies Council ownership of a new multipurpose hub, cultural spaces, and indoor recreational centre as desirable, however this will be subject to a further report to Council.
- The proposed building heights, scale and bulk, and the potential for controls to negatively impact the heritage significance of items and public domain in the area.
- The lack of details on potential amendments to the Inner West LEP 2022 including amendment to the land application map and insertion of an affordable housing provision.
- The proposed affordable housing provision itself, including the quantum of affordable housing, no provision of land in the precinct itself and the limited 5km radius to provide affordable housing via monetary contributions.

The areas of support include:

- The delivery of \$60million social assets including a new multipurpose library and community hub, district cultural spaces, early education/childcare, local cultural theatre space, and district indoor sports/recreation centre in and around Whites Bay Power Station. If delivered by the State Government and/or developers, this would be a cost-effective infrastructure delivery pathway for item numbers 3, 36 & 37 as identified in Council's draft Inner West Local Infrastructure Contribution Plan 2022.
- The delivery and embellishment of 2ha of new open space, particularly around the Sydney Harbour foreshore areas, and surrounding civic centre uses, is supported and valued at \$104million.

### **Next Steps**

DPE will consider all submissions received and will finalise the planning controls and rezoning package. On finalisation, development applications can be lodged for sites in the Stage 1 area. Master Planning and rezoning for the remaining stages of Bays West will be progressed and exhibited as renewal of the wider precinct continues.

### **FINANCIAL IMPLICATIONS**

There are no immediate financial implications arising from the Report or Inner West Council Submission to the Bays West Precinct Stage 1 White Bay Power Station (and Metro) Comprehensive Rezoning Package. However, the local infrastructure delivery mechanisms and delivery authorities for new assets needs to be discussed further with the NSW Government as these may have considerable financial implications for Council.

### **ATTACHMENTS**

1. [Bays West Comprehensive Rezoning Package - Inner West Council Submission \(Officer Draft\)](#)

## Contents

## Page

### Section 1 – key documents of the Comprehensive Rezoning Package

1. Explanation of Intended Effects	3
a) Key Development Precincts and removal of the Robert Street sub-precinct	3
b) Objectives	5
c) Zoning	6
d) Height of Buildings	7
e) Floor Space Ratio	8
f) Heritage and conservation map	8
g) Design excellence	10
h) Site specific provisions	10
i) Maximum parking rates	11
j) Sustainability – resilient development	12
k) Proposed amendments to Inner West LEP 2022	13
l) Strategic merit	13
2. Draft Design Guideline	14
a) Introduction	14
b) Desired future character	14
c) Staging and implementation	14
d) Resilience and social infrastructure	15
e) Affordable and diverse housing	15
f) Access and inclusion	15
g) Key development precincts	16
h) Non-Aboriginal Heritage	17
i) Sustainability	18
j) Design excellence	18
k) Amenity	18
l) Wind	20
3. Infrastructure Delivery Plan	21
4. Affordable Housing Plan	23

## Section 2 – Supporting documentation and other matters

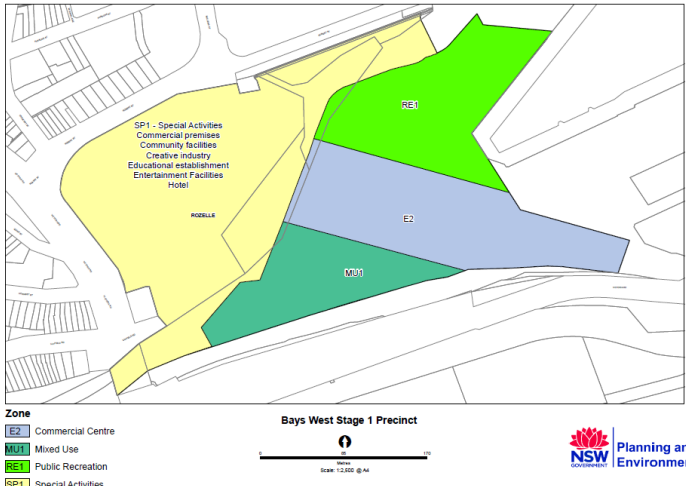
5. Urban Design Framework	26
- Site Structure	26
- Public domain and open space	27
6. Traffic and Transport	28
7. Uses and yields	29
8. Flooding and stormwater management	30

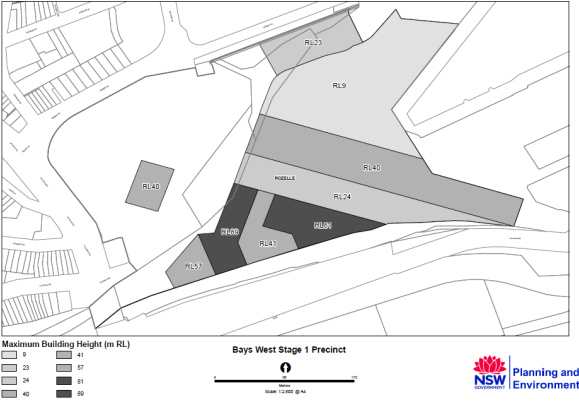
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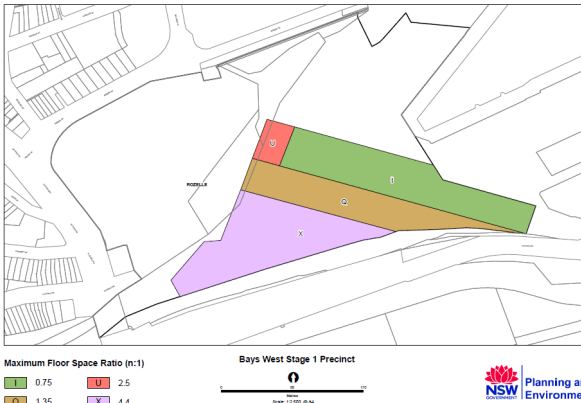
Topic	Stage 1 Comprehensive Rezoning Package – summary relevant to IWC comments	Inner West Council Comments
<b>Section 1 – key documents of the Comprehensive Rezoning Package</b>		
<b>1. Explanation of provisions and planning control changes</b>	The following section explains council's response to the proposed changes to planning controls outlined in the Explanation of Intended Effect.	
<ul style="list-style-type: none"> <li><b>Key Development Precincts and removal of the Robert Street sub-precinct</b></li> <li><b>Metro and Over Station Development</b></li> <li><b>Southern Development Parcels</b></li> <li><b>White Bay Power Station</b></li> <li><b>White Bay Park.</b></li> </ul>	<p>From DPE's Explanation of Intended Effect (pages 8-12):</p> <p><b>Metro and over station development</b></p> <p>'The delivery of the Metro Station by 2030 will be the first step in the renewal of the broader Bays West precinct. The development surrounding the new Metro Station is intended to be predominantly non-residential including commercial use comprising of both office and retail space.</p> <p>The proposed controls outlined in this EIE will enable a built form of approximately 8 storeys and a commercial and retail GFA of approximately 11,400m2.'</p> <p><b>Southern Development Block</b></p> <p>'The southern development blocks and wedge block may be appropriate for mixed uses including residential uses subject to ensuring key amenity criteria can be met with respect to wind, noise and air quality.</p> <p>The proposed controls enable approximately a combined commercial and retail GFA of approximately 39,000m2 and residential GFA of approximately 23,900m2.'</p>	<p><b>Key Development precincts</b></p> <p>As outlined in the submission to the stage 1 masterplan, Council supports the general overarching site structure of this proposal. In particular, Council views the proposed public access to the foreshore, the adaptive re-use of the power station for community uses, the active connection of the Metro station to the precinct and mix of commercial and residential development as a solid foundation for a well-designed precinct.</p> <p>Notwithstanding Council does have concerns with some of the proposed maximum building heights and Floor Space Ratios (FSR) may lead to a poor overall design outcome for this precinct. These are outlined in other sections below.</p> <p>Additionally, the precinct structure still reads as a very inward facing precinct with little to no interaction with surrounding town centres like Balmain and Rozelle. Council would like to reiterate the need for an overall development precinct that seamlessly interconnects with the surrounding suburbs and the broader Inner West LGA. For more information on the overall site structure and layout see the urban design framework section of this submission.</p>

Topic	Stage 1 Comprehensive Rezoning Package– summary relevant to IWC comments	Inner West Council Comments
	<p><b>White Bay Power Station Development</b></p> <p>‘The White Bay Power Station is a State Heritage listed building with significant elements both outside and inside the building. New development surrounding the White Bay Power Station is to respect the scale, presence and curtilage of the White Bay Power Station and the Conservation Management Plan.</p> <p>The proposed planning controls in this EIE seek to ensure future land uses within the Power Station can deliver a viable development outcome. The proposed controls will also ensure future development will enhance and celebrate the building’s heritage, whilst also supporting a vibrant night-time economy and innovative cultural and creative uses. Building height and Floor Space Ratio controls will also guide the delivery of a new extension to the White Bay Power Station in the location of the demolished Boiler House #2.</p> <p>The proposed controls would enable a commercial and retail GFA of approximately 23,900m<sup>2</sup> and community GFA of 3,000m<sup>2</sup> across the White Bay Power Station reinstated boiler house built form.’</p> <p><b>White Bay Park and Surrounds</b></p> <p>‘The sub-precinct will include significant amounts of new public domain and open space, providing opportunities to create well connected and activated areas around the White Bay Power Station and the future Bays Metro Station.</p> <p>More than 50% of the sub-precinct will be public open space including White Bay Park. The draft rezoning proposal includes planning controls to ensure protect solar access to this public open space.’</p>	<p>Lastly, Council would like to seek further information on the connection between these sub-precincts and future precincts within the Bays West area, including overall GFA numbers for the site on full development. IWC has substantial concerns about the lack of clarity around the long-term future of the entire precinct. This includes concerns about the delivery mechanism and body that will ensure all parts of the scheme are completely followed through on.</p> <p><b>Robert Street sub-precinct</b></p> <p>At this point in time Council strongly supports the removal of the Robert Street sub-precinct from the stage 1 rezoning. This will allow more time for the careful consideration of planning controls and uses in the sub-precinct. However, as outlined in the traffic and transport section, Council would like to ensure that delaying this precinct will not lead to any negative outcomes for traffic planning in the Bays West precinct.</p>

Topic	Stage 1 Comprehensive Rezoning Package– summary relevant to IWC comments	Inner West Council Comments
<ul style="list-style-type: none"> <li><b>Objectives</b></li> </ul>	<ul style="list-style-type: none"> <li>To support development of Bays West, in a manner that is consistent with the Place Strategy that balances growth and change with the character, heritage and amenity of the Precinct.</li> <li>To reinforce Bays West into a mixed-use precinct integrated with enhanced port and working harbour activities, supported by the adaptive re-use of the White Bay Power Station and more convenient and direct active transport connections through the new Metro.</li> <li>To support the revitalisation of critical heritage assets, and create an international gateway at the Cruise Terminal, capitalising on the innovation corridor to adapt to new technologies and sustainable port operations, and building a world-class foreshore walk with walking and cycling connection.</li> <li>To ensure the ongoing growth of employment floor space and residential accommodation in Sydney to meet NSW government forecasts and anticipated demand.</li> <li>Ensure future land uses within the Power Station can deliver a viable development outcome that enhances and celebrates the building's heritage, whilst also supporting a vibrant night-time economy and innovative cultural and creative uses.</li> <li>Ensure future development acknowledges and embeds Country, reflect Indigenous design principles and opportunities to connect with Country.</li> <li>Amend <i>State Environmental Planning Policy (Precincts—Eastern Harbour City) 2021</i> to include comprehensive site-specific clauses for White Bay Power Station (and Metro) Sub precinct.</li> <li>Insert an affordable housing provision into <i>Leichhardt Local Environmental Plan 2013</i> or proposed Inner West LEP 2022 (if</li> </ul>	<p>Council supports the objectives proposed in the EIE. The objectives around affordable housing, designing on Country, and active transport are of particular importance to Council. Detailed responses to the controls and guidelines that emerged from these objectives are included in subsequent sections of the submission.</p> <p>Despite the strength of these objectives, Council remains concerned that there is a lack of accountability and process around how a potential delivery authority could ensure all parts of this scheme are realised. Ultimately, Council requires greater certainty the visionary development of Bays West outlined in these objectives is carried through to the final project, thus ensuring the precinct is vibrant, well-thought out, and considerate of the needs of the area.</p> <p>Details around the delivery mechanism is lacking along with a governance arrangement that will result in effective collaboration. These should be established early in the precinct planning to ensure the delivery process is transparent and effective.</p>

Topic	Stage 1 Comprehensive Rezoning Package– summary relevant to IWC comments	Inner West Council Comments
	<p>made in 2022) to enable an affordable housing program to be delivered as part of the Bays West Precinct.</p> <ul style="list-style-type: none"> <li>Consequential amendments to various other currently applicable instruments to ensure existing instruments align with the objectives and controls for White Bay Power Station (and Metro) Sub precinct.</li> </ul>	
<ul style="list-style-type: none"> <li><b>Zoning</b></li> </ul>	 <p><b>Zone</b></p> <ul style="list-style-type: none"> <li>E2 Commercial Centre</li> <li>MUI Mixed Use</li> <li>RE1 Public Recreation</li> <li>SP1 Special Activities</li> </ul> <p><b>Bays West Stage 1 Precinct</b></p> <p>Scale: 1:2,000 @ A4</p> <p>NSW GOVERNMENT Planning and Environment</p>	<p>Council supports the proposed zoning for the precinct with the following suggested amendments.</p> <ul style="list-style-type: none"> <li>The RE1 Public Recreation zone is supported for the land adjoining the water to the north of the site as Public Recreation (RE1).</li> <li>there are significant areas of proposed public open space within the proposed SP1 zone (as per Figure 134 of the Masterplan). However, is not listed as a use for that zone at this stage. <i>Recreation area</i> should be added to the list of uses for the SP1 zone.</li> </ul>

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<ul style="list-style-type: none"> <li>Height of Buildings</li> </ul>		<p>As outlined in Council’s previous submission in part 17: Built Form, Council supports a limit of 4 storeys on any development that would potentially block views of the power station from the Anzac Bridge and vice versa. The adjacent Height of Buildings map proposes an RL 40m above the metro station and RL24m immediately south. Both proposed heights are significantly higher than 4 storeys, and have serious potential to block views and overshadow the public domain around these buildings. See Councils Comment on the Metro proposal within our previous submission to this project for further information:</p> <p><i>“building heights on the Metro Station site will impact on views to and from Anzac Bridge and to the Harbour Bridge. Further, the height of the station building as identified in Chapter 13 of the EIS is likely to exceed the maximum RL as specified in the endorsed Bays West Urban Design Framework (2021) being RL22.2. Chapter 13 of the EIS has assessed these impacts and particularly notes views of White Bay Power Station heritage item will be directly and permanently impacted. Mitigation measures largely rely on heritage design guidance however this is unlikely to overcome the proposed building height and building envelope. We recognise Sydney Metro is subject to a separate approval pathway and are concerned to see the draft master plan has reconfirmed building heights for the Metro site as 8 storeys, given this is inconsistent with the endorsed Urban Design Framework.”</i></p> <p>It is clear that no level of mitigation will allow sufficient amenity to be retained with regards to view loss if these building heights are carried through to the final proposal. Council would like to stress that the clear prioritisation of commercial space over</p>

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		<p>public amenity that stems from these building heights is of significant concern.</p> <p>It is further noted that two sites shown in the HOB map differ from The White Bay Power Station Conservation Management Plan (CMP) being:</p> <ul style="list-style-type: none"> <li>Boiler House – CMP maximum height RL 36.7 whereas the HOB map shows RL 40m</li> <li>The north eastern area of the Stage 1 adjacent to Roberts Road– CMP maximum height RL 15m whereas the HOB map shows RL23m.</li> </ul>
<ul style="list-style-type: none"> <li><b>FSR</b></li> </ul>		<p>Noting Council's comments on the proposed HOB Maps (not supported), the proposed FSRs will likewise require to be amended to reflect any revised heights.</p>
<ul style="list-style-type: none"> <li><b>Heritage and conservation map</b></li> </ul>	<p>The sub-precinct includes two items identified as 'Heritage Items' in Schedule 4 of the State Environmental Planning Policy (Precincts—Eastern Harbour City) 2021 being the White Bay Power Station and the Sewerage pumping station in Robert Street. It is proposed to retain these items in a new Heritage Map as shown in Figure 17 as follows:</p> <ul style="list-style-type: none"> <li>White Bay Power Station – State Heritage Item 01015</li> </ul>	<p>As stated in our previous submission, Council supports the retention of key Heritage items on the site. Specifically, Council supports:</p> <ul style="list-style-type: none"> <li>The proposed community, cultural and commercial uses in the power station. This will make the building accessible to</li> </ul>

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	<ul style="list-style-type: none"> <li>Sewerage pumping station, Robert Street.</li> </ul> <p>Refer to the proposed heritage map available at Appendix B. It is proposed to retain and update the existing heritage and conservation provisions for these items within the new planning controls. Further heritage investigations will be undertaken to recognise and protect the potential heritage significance of other structures on the site, subject to further analysis.</p>	<p>the public and ensure the historical importance can be viewed by anyone</p> <ul style="list-style-type: none"> <li>The use of the Turbine Hall community space</li> <li>the implementation of public open space around the Power Station.</li> </ul> <p>Despite these positive outcomes, Council has other concerns that in our view will deliver an outcome that is consistent with the levels of significance graded to the heritage listed buildings on the site:</p> <ul style="list-style-type: none"> <li>As articulated above, the proposed building heights have significant potential to block substantial views to and from the power station, resulting in a substantial loss of amenity for the surrounding city. Is it considered the View Corridors analysis (4.20 of the Master Plan &amp; Urban Design) is misleading; 18 &amp; 20 storey buildings to the east of the Power Station will block views of the building from outside the site. Therefore, the following should be considered: <ul style="list-style-type: none"> <li>Deleting / relocating buildings proposed between south elevation of the Power Station building and the ANZAC Bridge Road Access and to the east of the Power Station. OR</li> <li>Adjusting Building heights to the height of the heritage items. 8 storeys adjacent to the former Power Station, with +10 storeys to the south and 12 storeys to the south east considered excessive.</li> </ul> </li> <li>The proposed dense Future Urban Tree Canopy located to the west of the Power Station needs to consider height &amp; views to the Power Station from the public domain. Tree heights should not obscure views to the Power Station.</li> </ul>

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		Apart from these issues, Council is also advocating for design, articulation, colours & materials of new construction that are sympathetic and responsive to heritage items on site. A carefully considered design with reasonable building height and scale has the potential to enable a strong design plan that is responsive to the site's inherent history and heritage.
<ul style="list-style-type: none"> <li><b>Design excellence</b></li> </ul>	<p>A new site-specific clause is proposed to require new development within the Bays Precinct to demonstrate design excellence.</p> <p>Specifically, new buildings in the sub-precinct will be required to adhere to design excellence provisions and a Competitive Design Process as outlined in the Draft Design Guideline. Notably a design competition will be required for buildings which is greater than \$10,000,000 in capital investment value and/or key public domain areas such as future White Bay Park.</p> <p>Further testing is being undertaken to determine whether additional FSR will be awarded.</p> <p>The detailed design excellence and competitive design process requirements that will apply will be set out in the Design Guidelines.</p> <p>A clause will be inserted to mandate the preparation of a design excellence strategy for the public domain. The Design Guidelines will also provide further detail on the requirement to prepare a design excellence strategy for the public domain.</p> <p>The Clause will apply to all land identified on the draft Key Sites Map within the White Bay Power Station (and Metro) Sub Precinct.</p>	<p>Council strongly supports the implementation of a design excellence clause for the Bays West Precinct. A competitive design process will benefit design for the precinct.</p>
<ul style="list-style-type: none"> <li><b>Site specific provisions</b></li> </ul>	<p>Proposed provisions for Sites A, B, C and D:</p> <ul style="list-style-type: none"> <li>Consideration of and consistency with the Design Guideline made by the Planning Secretary. No additional overshadowing of any public open space (unless the</li> </ul>	<p>Note Council's comments elsewhere in this submission on the draft Design Guidelines, including the lack of an upfront wind impact analysis to inform the built form massing and controls.</p>

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	<p>additional overshadowing is caused by playground equipment, a shade structure, an awning, a sculpture or artwork, a community notice or a public information sign), in accordance with the Solar Access Map and the Design Guideline.</p> <ul style="list-style-type: none"> <li>No adverse wind impacts on the site and surrounds in accordance with the Design Guidelines.</li> </ul> <p>Preparation of a study/ report identifying active transport routes and public domain improvements to enable passengers to travel to and from the station entrances and further afield to the Sydney CBD and surrounding inner west.</p>	<p>The requirement for a study/ report identifying active transport routes and public domain improvements to enable passengers to travel to and from the station entrances and further afield to the Sydney CBD and surrounding Inner West is supported.</p>															
<ul style="list-style-type: none"> <li><b>Maximum parking rates</b></li> </ul>	<p><b>Table 1: Car parking rates</b></p> <table> <tr> <th colspan="2">Land use</th><th>Parking rate</th></tr> <tr> <td rowspan="4">Residential</td><td>Studio</td><td>0 / residential unit</td></tr> <tr> <td>1 Bed</td><td>0.25 / residential unit</td></tr> <tr> <td>2 Beds</td><td>0.5 / residential unit</td></tr> <tr> <td>3 Beds</td><td>0.5 / residential unit</td></tr> <tr> <td colspan="2">Commercial</td><td>1 / 1100sqm GFA<sup>[1]</sup></td></tr> </table> <p><sup>[1]</sup> Parking provision equivalent to 1% of the expected building occupancy, assuming an office density of 10 employees per 100sqm NLA (90% of GFA). This equates to a rate of 1 space per ~1100sqm GFA</p>	Land use		Parking rate	Residential	Studio	0 / residential unit	1 Bed	0.25 / residential unit	2 Beds	0.5 / residential unit	3 Beds	0.5 / residential unit	Commercial		1 / 1100sqm GFA <sup>[1]</sup>	<p>The very low parking rates proposed throughout the comprehensive rezoning package are supported. It is noted that such a low target is only feasible if there is a strong commitment to other transport mechanisms such as public transport, cycling and pedestrian access. Council is satisfied with the cycle and public transport proposal for the precinct but would re-iterate its commitment to the re-opening of Glebe Island bridge to further facilitate pedestrian (and cycle) access as well as connecting the precinct to the surrounding areas.</p>
Land use		Parking rate															
Residential	Studio	0 / residential unit															
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	<p>Table 2: Minimum Cycle parking rates</p> <table> <tr> <th>Land use</th><th></th><th>Parking rate</th></tr> <tr> <td rowspan="3">Residential</td><td>Studio and 1 Beds</td><td>1 / residential unit</td></tr> <tr> <td>2+ Beds</td><td>2 / residential unit</td></tr> <tr> <td>Visitor</td><td>0.1 / residential unit</td></tr> <tr> <td rowspan="2">Commercial</td><td>Occupants</td><td>1 / 100sqm GFA</td></tr> <tr> <td>Visitor</td><td>0.25 / 100sqm</td></tr> <tr> <td rowspan="2">Retail</td><td>Employees</td><td>0.5 / 100sqm GFA</td></tr> <tr> <td>Visitor</td><td>0.6 / 100sqm GFA</td></tr> </table>	Land use		Parking rate	Residential	Studio and 1 Beds	1 / residential unit	2+ Beds	2 / residential unit	Visitor	0.1 / residential unit	Commercial	Occupants	1 / 100sqm GFA	Visitor	0.25 / 100sqm	Retail	Employees	0.5 / 100sqm GFA	Visitor	0.6 / 100sqm GFA	
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	Visitor	0.6 / 100sqm GFA																				
<ul style="list-style-type: none"> <li><b>Sustainability – resilient development</b></li> </ul>	<p>“The Place Strategy and Stage 1 Master Plan recommends the introduction of sustainable utilities infrastructure to ensure resilient development and improve water and energy efficiency in the precinct. This is also consistent with the Greater Cities Commission’s identification of Bays West as a collaboration area, including a focus on sustainability.</p> <p>A new site-specific provision to require the sustainability targets detailed in the draft Design Guide, this includes requirements for Green Star, exceeding BASIX, NABERS and other sustainability measures.</p> <p>The proposed increased BASIX targets will be linked to an incentive provision for additional floor space.</p> <p>Further detailed sustainability provisions will also be provided in the Design Guideline to provide further guidance for implementation.”</p>	<p>Whilst Council supports much of the sustainability measures implemented in the EIE and masterplan there are a number of oversights:</p> <ul style="list-style-type: none"> <li>The supporting Sustainability Technical Report is missing from the rezoning documents listed on page 4 of the EIE. This document must be included as part of the rezoning package to ensure its recommendations are considered in the planning process.</li> <li>While the initiatives set out in the Sustainability Technical Report are supported, the timing, responsibilities and governance format is still unclear, casting doubt as to how these initiatives will be followed through on.</li> <li>The sustainability principles are supported – noting that Climate Risk and Resilience, Energy and Emissions and Circular Economy have been identified for further detailed studies. IWC agrees that these areas are of critical importance and that further work is required, however it is unclear when this work will be undertaken, who by and how it will inform the next stages including planning controls/design guide.</li> <li>As per the submission to the stage 1 draft plan, Council would also like to reiterate that part of White Bay Power</li> </ul>																				

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<ul style="list-style-type: none"> <li><b>Proposed amendments to Inner West LEP 2022</b></li> </ul>	<p>The EIE proposes to amend the IWLEP 2022 to include an Affordable Housing provision for the Bays Precinct.</p>	<p>Station would form an appropriate location for a water harvesting scheme, and would connect the historic use of the building with the new precinct – as a new water supply provider for the precinct. The construction of the new 3.6 x 1.2 culvert alongside the power station would provide a substantial source of stormwater harvesting.</p> <p>At this stage only the SEPP (Precinct – Eastern Harbour City) 2021 applies to Bays West, as the Inner West LEP Land Application Map does not include the Bays West precinct land. Without an amendment to the Land Application Map the insertion of an Affordable Housing clause would have no effect.</p>
<ul style="list-style-type: none"> <li><b>Strategic merit</b></li> </ul>	<p>The EIE identifies a number of planning priorities that are relevant to the Bays West Precinct in the Inner West Local Strategic Planning Statement including planning priority 13.10 – <i>Work with State Government to ensure the Bays Precinct redevelopment delivers strong benefits for both the Inner West community and the region and becomes a low carbon high performance precinct.</i></p>	<p>Not included in the assessment of strategic merit the Inner West Local Strategic Planning Statement is <i>Action 13.11 Work with state government to provide world class active and public transport links as part of the Bays Precinct including:</i></p> <ul style="list-style-type: none"> <li>• <i>Metro west station</i></li> <li>• <i>Re-opening Glebe Island bridge for pedestrians and cyclist</i></li> <li>• <i>Ferry links and extension of light rail</i></li> </ul> <p>Whilst the proposal is generally consistent with this Action, it is considered greater emphasis is required in the master plan on connecting the precinct with the surrounding areas outside of the precinct. This is further referenced elsewhere in this submission.</p>

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<b>2. Draft Design Guide</b>  NOTE: not all sections of the Design Guideline have been responded to in this section. Council has selected chapters that are of key concern and provided a response	<u>Introduction</u> The draft Design Guide will provide design and other guidance for development within the site, with development required to demonstrate how it meets the objectives and guidance. The guide sets measurable benchmarks for how the objectives can be achieved and where this is not possible, applications must demonstrate what other responses are used to achieve the objectives.	<p>Section 1.6 relationship to other documents incorrectly states the IWLEP 2022 applies to the land as well as the site-specific provisions of SEPP (Precincts – Eastern Harbour City) 2021 applies. For IWLEP 2021 to apply, the land application map would need to be amended to include Bays West land. This has not been included as a proposed amendment in the EIE.</p> <p>Similarly, the relevant DCP applying to land in Rozelle (the Leichhardt DCP 2013) does not apply to the land comprising the Bays West Precinct. For this to apply the land application map would need to be amended and the name of the relevant planning instrument applying to the land also included if not the IWLEP 2022.</p> <p>It is also noted that the IWLEP 2022 does not apply to the land and consequently reference to affordable housing provision as per a proposed new clause may not be applicable.</p>
	<u>Desired Future Character</u> The desired future character sets out a vision for a connected, vibrant and activated precinct – a new kind of Sydney urbanism that respects and celebrates Country, drawing on natural, cultural, maritime and industrial stories to shape an innovative and sustainable new place for living, recreation and working.	<p>Generally, the future character statement is supported, however, it is considered the following should also be included:</p> <ul style="list-style-type: none"> <li>• Under point 2 – insert reference to social infrastructure provision that will support the centre</li> <li>• Under point 4 – insert reference to connecting with surrounding areas such as Balmain, Lilyfield, Rozelle and Pyrmont</li> <li>• Under point 9 – insert reference to connecting with surrounding areas such as Balmain, Lilyfield, Rozelle and Pyrmont</li> <li>• Insert new point to deliver Affordable Housing</li> </ul>
	<u>3 Staging and implementation</u> This section acknowledges that there will be staged construction and implementation of the precinct with completion of the Bays station by 2030.	<p>Whilst the objectives are generally supported it is considered that there needs to be an objective which identifies the early development of active transport connections and permeability into surrounding areas, such as Rozelle and Balmain. This would</p>

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		require including actions outside of the precinct but is essential if a key goal is to promote active transport within the precinct.
	<p><u>5 Resilience and Social Infrastructure</u></p> <p>This Chapter recognises the importance of resilience and social infrastructure for a city.</p> <p>5.1 Social Infrastructure</p>	<p>It is considered the provisions should be more detailed, especially in relation to the open space provisions, with the different types of open space areas marked on an accompanying map.</p>
	<p><u>5.2 Affordable and Diverse Housing</u></p> <p>The objectives include:</p> <p>a) Ensure that delivery of housing considers affordability, diversity and social need</p> <p>b) Deliver housing within Bays West Stage 1 that is inclusive, diverse and provides residential dwellings for all people, including those on lower incomes, vulnerable groups and First nations people</p> <p>c) Ensure that all housing, including affordable housing, delivered in Bays West Stage 1 meets the applicable design excellence and amenity threshold criteria detailed within this Design Guide.</p>	<p>The objectives are supported, however, the provisions do not deliver on the objectives as follows.</p> <ul style="list-style-type: none"> <li>• There is no provision for affordable housing to be provided on site and the Affordable Housing Contribution Program does not provide housing within the precinct but relies on monetary contributions for housing to be provided within 5km of the precinct.</li> <li>• The provision relating to housing diversity (dwelling mix) is proposed to be delivered through mandating 15% of the dwellings being 3,4 or 5 bedrooms in size. Whilst this is supported, there also needs to be a mandated % range for studio/1 bedroom and 2 bedroom dwellings to ensure appropriate dwelling mix.</li> <li>• Provision 2 does not relate to the objectives and should be located in section 14.2 Noise.</li> <li>• As noted previously, the IWLEP 2022 does not apply to the land and consequently inserting a clause relating to the Affordable Housing program is questioned without a change to the IWLEP 2022 Land Application Map. For more information see section 4: Affordable Housing Program</li> </ul>
	<p><u>5.3 Access and Inclusion</u></p> <p>Concept of dignified access to be embedded in all aspects of the development through the following objectives and provisions</p> <p>a) Design development for both public and private uses to ensure that people of all abilities can access a premises in a way that is dignified and equitable for all</p>	<p>These objectives are supported but should be expanded to:</p> <ul style="list-style-type: none"> <li>• Include reference to open space and public domain</li> <li>• Include requirements to establish accessible routes to local destinations/facilities/service outside the study area in Balmain, Rozelle, Lilyfield and Pyrmont.</li> </ul>

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	b) Support community wellbeing by delivering equitable access to services	
	<u>7. Key Development Precincts</u>	
	<u>7.1 Metro and Over Station Development Precinct</u>	The objectives need to more clearly articulate objectives for urban tree planting through the provision of a tree planting plan. The statements do not currently set out controls for how canopy will be provided, such as options for planting in clusters or spaced, similar to the tree planting demonstrated in, Barangaroo Avenue.
	<u>7.2 Southern Development Blocks Development Precinct</u>	The provisions for this section should be expanded to include Public Domain provisions (currently only in the Metro and Over Station Development Precinct). Note comments above regarding tree planting.
	<u>7.3 White Bay Power Station Development Precinct</u>	The conservation and repurposing of the White Bay Power Station is supported along with the proposed Objectives and Provisions.  However, the following is noted: 7.3.3 relating to the New Boiler House – the provision (2) states the maximum height of building for a new building on this site is RL36.7 which is consistent with the WBPS CMP. However, the EIE HOB Map shows this site at RL40. This should be reduced to RL36.7m to comply with the CMP.  7.3.4 The Robert Street Community Zone is shown in the WBPS CMP as having a maximum height of building of RL15m. This is less than the RL23m shown in the EIE HOB map and would be a departure from the CMP and is not supported.
	<u>7.4 White Bay Power Station Public Domain</u>	This section does not identify green/tree canopy cover/shade targets or demonstrate how tree planting can be accommodated within curtilage areas. Plans should be included demonstrating where tree planting/canopy can be developed, noting it is a key component of making the public domain comfortable while also meeting climate change

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		<p>objectives. Tree planting character native/exotic, avenue or grouping should also be articulated. For more information on the tree canopy proposal and heritage protection see the heritage section of the Explanation of Intended Effects.</p> <p>This section requires to also articulate clear active transport linkages to Mullen St and Victoria Rd as important active transport linkages to Balmain and Rozelle, in addition to the Rozelle Railyard linkage that is planned.</p> <p>There are also no details on where active recreation facilities such as paved courts, skate facility etc would be located (refer to 5.1 Social Infrastructure).</p>
	<p><u>10 Non-Aboriginal Heritage</u></p>	<p>The Bays West Stage 1 Draft Master Plan and Urban Design Framework, which is a supporting document in the development of the draft Design Guide, is inconsistent with the WBPS CMP in relation to HOB and impact on view corridors, with the loss of views to the Power Station.</p> <p>This was also raised in Council's previous submission.</p> <p>It is recommended greater emphasis be placed on the WBPS CMP recommendations in the development of the master plan and this should be reflected in the draft Design Guidelines.</p> <p>The provisions require to include a requirement for an Archaeological Study.</p> <p>Also refer to comments in relation to the EIE.</p>

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	<u>12. Sustainability</u>	<p>The objectives and provisions are generally supported. However, it is considered some provisions could be more specific (e.g. slow streets with traffic calming but does not state what speed they should be designed for, such as 30 or 10km/h).</p> <p>The Sustainability Technical Report identifies the need for further detailed studies including:</p> <ul style="list-style-type: none"> <li>• Recommended Capacity to design/plan for,</li> <li>• Recommended Spatial requirements (for systems),</li> <li>• Cost-benefit analysis</li> <li>• Recommended Delivery strategy, party responsible for the delivery/implementation</li> <li>• Party responsible for the operation</li> <li>• Mechanisms to ensure that the systems/initiatives will be delivered such as its inclusion in development agreements</li> <li>• Triggers (date, GFA, etc) for staged delivery for district scale systems</li> <li>• Governance (reporting, certifications requirements etc)</li> </ul> <p>Clarification is required as to how these additional studies can then inform more detailed provisions within the Design Guide.</p>
	<u>13 Design Excellence</u>	The requirement for a Design Excellence process is supported.
	<u>14. Amenity</u>	<p>No Noise Assessment has been undertaken for the Bays West Precinct (unlike for Blackwattle Bay). The precinct is subject to significant noise sources including traffic noise from Victoria Road and Anzac Bridge traffic and also from the port activities at Glebe Island.</p> <p>Whilst there is a requirement for a Noise and Vibration Impact Assessment (14.2) at the DA stage it is recommended this should occur prior to finalising the master plan. The NSW Government's document <i>Development Near Rail Corridors and</i></p>

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		<p><i>Busy Roads Interim Guidelines</i> considers noise should be considered at the strategic level to avoid having to address noise and air quality issues at the site specific stage.</p> <p>Section 14.2 of the Design Guide details how noise impacts to residents will be addressed. Although significant issues are expected to arise from the location of apartments adjacent to the ANZAC Bridge, NSW planning legislation requires the design of apartments to lessen traffic noise impacts on human health. There is however a void in policy to address noise impacts from late night trading businesses.</p> <p>As noted previously Noise impacts from late night trading business are currently included in Section 5.2, Provision 2 of the Design Guide. Council considers this matter should be moved to Section 14 Amenity and the following recommendations made.</p> <p>Council does not support the requirement for all 'noise-generating developments' adjacent to residential uses to produce a noise management plan to ensure compatibility with their noise sensitive neighbours. This method puts all of the onus on businesses to ameliorate impacts. This is an inadequate response to address this amenity conflict and will lead to a stymied night time economy in the area for the following reasons:</p> <ul style="list-style-type: none"> <li>• Businesses will be reluctant to invest in the area. They will consider nearby residents as the source of future noise complaints that will lead to their businesses being shut down.</li> <li>• Trading beyond 10pm will be difficult without attracting noise complaints from residents. In the face of Sydney's poor night life reputation, and that metro trains will be</li> </ul>

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<p><u>14.3 Wind</u></p>		<p>operating well past midnight, there is an opportunity to create desirable destination with vibrant night life.</p> <ul style="list-style-type: none"> <li>• If the noise impacts from the expected night life in the area are not addressed at the design and development stages of residential buildings, it is near impossible to fix at a later stage.</li> </ul> <p>Council recommends that instead of placing the onus on future businesses, there should be a requirement that residential and other noise sensitive buildings in the precinct are designed to be future proofed from late night commercial noise. To achieve this the following steps should be undertaken:</p> <ul style="list-style-type: none"> <li>• Engage a sound consultant to determine the sound levels from the potential range of businesses,</li> <li>• Embed expected sound levels into the Design Guide provisions so that residential buildings are constructed to ameliorate these impacts,</li> <li>• Include sound coming from premises within the same building as well as adjacent and nearby buildings.</li> </ul> <p>Further to this a policy should be developed that sets expected noise levels in the area. This will manage the expectations of future residents and businesses. It will also tell acoustic consultants what the performance benchmarks are for businesses in the area when they are designing and fitting out their premises.</p> <p>Inner West Council has undertaken similar work in the Enmore Road Special Entertainment Precinct and would be happy to share our learnings from this project.</p> <p>Whilst the Design Guide includes a section on wind (S 14.3) no wind impact assessment has been undertaken and consequently has not been considered in the design of the</p>

Topic	Stage 1 Comprehensive Rezoning Package– summary relevant to IWC comments	Inner West Council Comments
3. Infrastructure Delivery Plan	<p>The infrastructure Delivery Plan (IDP) describes how the infrastructure planning framework for the sub precinct will be delivered including understanding the infrastructure required, who can deliver it and by what mechanism. The infrastructure items include:</p> <ul style="list-style-type: none"> <li>• Roads and Traffic new streets, intersections, bus stops and cycleways</li> <li>• Open space – including new district waterfront park and Power Station Park</li> <li>• Social Infrastructure – including a new multipurpose library and community hub, district cultural spaces, local cultural theatre space, early education/childcare, district indoor sports/recreation centre</li> <li>• Drainage – flooding and stormwater management infrastructure</li> <li>• Affordable housing – 5-10% of new residential floor space identified in the Greater Sydney Regional Plan a Metropolis of Three Cities</li> </ul> <p>The IDP also sets out range of mechanisms to fund and deliver the infrastructure including:</p> <ul style="list-style-type: none"> <li>• Through a proposed Regional Infrastructure Contribution 9ROC)</li> <li>• Local infrastructure contributions</li> <li>• Affordable housing contribution</li> <li>• Proceeds from sale of development sites</li> </ul>	<p>precinct. This is considered to be an important step in the development of the master plan, as careful design of the built form is required to ensure safe and comfortable environments for people in public spaces. The Bays West Stage 1 – White Bay Power Station (and Metro) includes significant public open space and a wind analysis should be undertaken prior to finalising planning the built form outcomes for the site.</p> <p>Whilst the IDP comments are specific to Stage 1, the governance principles outlined are relevant and applicable across the entire Bays West redevelopment area. As noted in Council's submission on the Stage 1 Master Plan, Council would like to see the establishment of a collaborative Infrastructure Delivery Working Group, including local government and State Government.</p> <p>The IDP estimates the total cost of state infrastructure investment in Stage 1 is <b>\$201million</b> and that <b>\$21million</b> in local infrastructure contributions could be generated from Stage 1 <u>if</u> a section 7.11 and section 7.12 contribution plan rates/levies were to be applied to development consents. There are no certainties provided to Council under the NSW Planning System that section 7.11 or 7.12 local infrastructure contributions will be collected from the Bays West Precinct area. The imposition of either mechanism is only known once individual development consents are issued. The following factors provide uncertainty:</p> <ul style="list-style-type: none"> <li>• Under s7.13 of the EP&amp;A Act, consent authorities other than Council do not need to impose s7.11/7.12 contributions at all, or can do so at a discounted rate that is not in accordance with the relevant contribution plan.</li> <li>• Where redevelopment costs exceed \$10million, Council is not the consent authority in the Bays West Precinct. It is envisioned almost all redevelopment scenarios in the Bays</li> </ul>

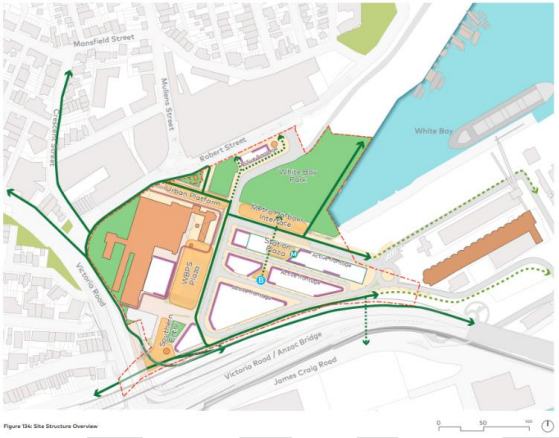
Topic	Stage 1 Comprehensive Rezoning Package– summary relevant to IWC comments	Inner West Council Comments
		<p>West Precinct will exceed \$10million, and as such will be determined by consent authorities other than Council. As stated previously, under s7.13 other consent authorities are not bound by the EP&amp;A Act to impose either s7.11 and 7.12 contribution plans.</p> <ul style="list-style-type: none"> <li>Where State Infrastructure Contributions (SIC or RICS) or State Infrastructure Satisfactory Arrangements clauses are imposed through environmental planning instruments (as is recommended to occur in Bays West by the IDP), developers are encouraged to enter into State Planning Agreements. Developers often lobby for the exclusion of 7.11/7.12 mechanisms in exchange for infrastructure delivery as part of these agreements. As Councils are often not a party to such agreements, nor will Council likely be the relevant consent authority, there is little consideration afforded to Council in such negotiations and section 7.11/7.12 are often excluded in consent where State Planning Agreements exist.</li> <li>It is understood that the delivery of Bays West Stage 1 will be led by <i>Placemaking NSW</i> in partnership with <i>Sydney Metro</i>, however lead agencies for the future sub-precincts are not yet clear and may result in numerous other stakeholders (i.e. TfNSW, DPE and Port Authority of NSW). It is easier to negotiate a planning agreement between Council and NSW Government (DPE) whilst there is one clear planning authority, prior to the creation and delegation of multiple planning agencies, that would increase complexity and uncertainty in infrastructure delivery.</li> </ul> <p>Council would like to address this uncertainty by entering into a planning agreement with the NSW Government, and for this to be executed prior to any rezoning occurring in Stage 1.</p> <p>Obligations under the agreement would be novated to future</p>

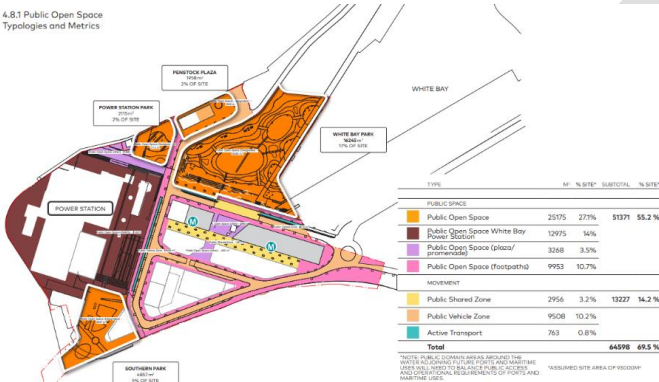
Topic	Stage 1 Comprehensive Rezoning Package– summary relevant to IWC comments	Inner West Council Comments
<b>4. Affordable Housing Program</b>	The Department of Planning and Environment's (DPE) <i>Explanation of Intended Effect, Bays West Stage 1 – White Bay Power Station and Metro Sub-Precinct</i> states that as part of the Bays West Stage 1 Master Plan implementation an Affordable Housing program will be implemented through an amendment to the IWLEP 2022.	<p>development partners, and/or any monetary contributions required under the planning agreement would be payable at the development application stage. This would effectively “switch off section 7.11 and 7.12” mechanisms in the precinct. Council would encourage immediate consultation to facilitate this request, in particular, clarity on who will own and operate the proposed multipurpose hub and indoor recreational facility.</p> <p>This planning agreement approach will address uncertainty for Council, the State Government, and development partners, as the imposition of section 7.11 or 7.12 mechanisms will be a factor that determines land value and offers for land purchase. It is better for all stakeholders for the matter to be resolved up-front in the planning process prior to any rezoning occurring to avoid future complications.</p> <p>The Draft Affordable Housing Program proposes a contribution rate of \$1,474/sqm GFA, based on a percentage of 7.5% of residential gross floor area development within the sub-precinct.</p> <p>The EIE states the proposed rezoning of the White Bay Power Station and Metro sub-precinct will enable the delivery of:</p> <ul style="list-style-type: none"> <li>• 71,000sqm commercial floor space</li> <li>• 4,700sqm retail floor space</li> <li>• 23,900sqm residential floor space (250 apartments).</li> </ul> <p>The Draft Affordable Housing Program states that “prior to the commencement of new development within Bays West that is subject to this Program, all Tier 1 and Tier 2 CHPs who operate in Inner West Council will be invited, via an Expression of Interest process, to make an application to be identified as a</p>

Topic	Stage 1 Comprehensive Rezoning Package– summary relevant to IWC comments	Inner West Council Comments
		<p>Recommended CHP for an initial 10-year period.” It is also stated that “only 1 CHP will be identified as the Recommended CHP in the first 10-year period”.</p> <p>Whilst Council strongly supports the requirement for Affordable Housing as part of the Bays West Precinct development there are concerns regarding the quantum of contributions and mechanism and implementation process.</p> <p>Given the Bays West Precinct land is government owned land, a unique opportunity exists for the NSW Government to provide for affordable rental housing as a key objective of the implementation strategy. This factor also offers the opportunity to apply an affordable housing target which is higher than 5-10% range proposed in the Eastern City District Plan.</p> <p>Accordingly, the following recommendations are made:</p> <ul style="list-style-type: none"> <li>• That a minimum 15% affordable housing levy be required on all residential, commercial and retail gross floor areas (GFA) within the Bays West Phase 1 sub-precinct. With respect to the form of the levy, it is Council's preference that affordable housing contributions be provided in-kind i.e. as apartments rather than in the form of monetary contributions.</li> <li>• That the Inner West LEP contain a clause relating to the recommended minimum 15% affordable housing levy to be required on all residential, commercial and retail gross floor areas (GFA) within the Bays West Phase 1 sub-precinct.</li> <li>• That development blocks in future stages of the Bays West Precinct be identified for the exclusive development of affordable housing by a Community Housing Provider to help improve value for money, social outcomes and the capacity to leverage assets to further expand affordable</li> </ul>

Topic	Stage 1 Comprehensive Rezoning Package– summary relevant to IWC comments	Inner West Council Comments
		<p>housing supply. It is generally the case that Community Housing Providers prefer to develop blocks of land acquired at concessional rates for affordable housing rather than purchasing individual apartments which are expensive to acquire in the Inner West and costly to manage due to relatively high Strata fees.</p> <ul style="list-style-type: none"> <li>• That monetary contributions for affordable housing acquired by the State government's preferred Community Housing Provider be invested in increasing affordable housing supply both within a 5km radius of the Bays West Precinct as a priority but also within the Inner West LGA more widely if opportunities for affordable housing acquisitions within the Bays West Precinct prove to be unviable or prohibitive.</li> <li>• That the State government's preferred Community Housing Provider be required to hold discussions with Council to explore the formation of a partnership to develop suitable land owned by Council within the prescribed 5km radius of the Bays West Precinct as a priority but also on Council owned sites within the Inner West LGA if considered to be more viable.</li> <li>• That prior to finalising the affordable housing program, DPE consult with community housing providers to assess their needs/preferred model for delivering affordable housing.</li> </ul>

Topic	Stage 1 Comprehensive Rezoning Package– summary relevant to IWC comments	Inner West Council Comments
<b>Section 2 – Supporting documentation and other matters</b>		
<b>5. Urban Design Framework</b>	The following section has isolated key section of the Urban Design Framework that Council believes haven't been covered in the rest of our submission. Specifically, site structure, public domain and built form and wind have all been chosen for discussion	
<u>Site structure</u>	<p>"The structure of the Site has been considered in response to its role at the heart of the wider Bays West Precinct. It considers the existing building fabric and natural elements and constructed landscapes of the Site's setting as well as the existing and future character of the adjoining communities.</p> <p>The overall vision for the White Bay Power Station (and Metro) Sub-precinct is to deliver a publicly accessible edge to parts of White Bay, anchored by the White Bay Park. The waterfront will serve as a playground for the residents, a relaxation space for the workers, an educational space for the visitors and as a world-class waterfront address for the city of Sydney and the state of NSW. The creation of waterfront spaces will need to be balanced with ongoing ports and maritime uses. A balance will need to be achieved to ensure that enjoyment and functionality of water spaces is achieved for all.</p> <p>The Site Structure is underpinned by the principle of delivering cohesive, connected and complementary Sub-precinct, whilst retaining a variety of uses and users, destinations and attractions, spaces and places within each Subprecinct.</p> <p>Primary pedestrian desire lines are anchored by a variety of experiences as one moves through the Sub-precinct and through the site. Educational spaces, active sports, restaurants and bars, interactive spaces, galleries, islands, sculptures, exhibitions, gardens, markets, promenades, wharves, culture and the contemporary.</p>	<p>As briefly noted above and in our previous submission, Council has ongoing concerns about the inward facing layout of the proposed development. Little to no consideration has been shown towards enabling access to the surrounding streets and nearby town centres like Rozelle and Balmain or to the potential Bays West precinct south of Victoria Road. See comment from the submission to the stage 1 master plan that is still applicable in this rezoning package:</p> <p>"The finalised Master Plan should demonstrate what can occur outside its boundary to seamlessly interconnect nearby communities to the sub-precinct. This could include the potential scoping or the actual design of those connections by active transport and green infrastructure, in the same way these are anticipated for key road intersections."</p> <p>Council does not agree that the proposed site connections and active transport links out of the precinct at this stage are appropriate or sufficient.</p>

Topic	Stage 1 Comprehensive Rezoning Package– summary relevant to IWC comments	Inner West Council Comments
	<p>The Sub-precinct will embrace the existing heritage on the waterfront and the White Bay Power Station, gantries, rail lines and chimneys with adaptive new uses, weaving them in to the landscape, symbolic of the working nature of the harbour."</p>	
		
<p><u>Public Domain and open space</u></p>	<p>As per page 129 of the masterplan, the presented concept plans presents one way the public domain could be designed in the precinct.</p> <p>"Sydney Harbour reaches in to the Sub-precinct at the head of White Bay. A relationship between land and water that has been significantly altered over time. The vision is to acknowledge the past, but plan for the future, as a station on the Sydney Metro West network affords the opportunity to provide public access to a foreshore that has long been inaccessible. The ideas, concepts and options within this Master Plan seek to position the landscape and</p>	<p>As map 4.8.1 of the draft masterplan shows, the current allowance of 55.2% public open space will ensure the precinct is widely accessible to all demographics within Sydney. However, council does not agree that this number is truly representative of what is being provided on site. 10% of the 55.2% public open space is footpath circulation space. Council does not agree that this constitutes public <i>open</i> space, and request that it should be transferred to the movement table. This lowers the 55.2% to 44.5% public open space. This is only barely acceptable, and Council would support a solution that gets the public open space over 50%.</p>

Topic	Stage 1 Comprehensive Rezoning Package– summary relevant to IWC comments	Inner West Council Comments																																																							
	<p>public domain as a fundamental unifying element of the redevelopment of the waterfront into a place of culture, community, recreation, commerce and living for thousands of people day and night, weekday and weekend, winter and summer”</p> <p>4.8.1 Public Open Space Typologies and Metrics</p>  <table><thead><tr><th>TYPES</th><th>1M<sup>2</sup></th><th>% SITE<sup>1</sup></th><th>SUBTOTAL</th><th>% SITE<sup>2</sup></th></tr></thead><tbody><tr><td colspan="5">PUBLIC SPACE</td></tr><tr><td>Public Open Space</td><td>25175</td><td>27.7%</td><td>51371</td><td>55.2 %</td></tr><tr><td>Public Open Space White Bay Power Station</td><td>12975</td><td>14%</td><td></td><td></td></tr><tr><td>Public Open Space (plaza/promenades)</td><td>3268</td><td>3.5%</td><td></td><td></td></tr><tr><td>Public Open Space (footpath)</td><td>9952</td><td>10.7%</td><td></td><td></td></tr><tr><td colspan="5">MOVEMENT</td></tr><tr><td>Public Shared Zone</td><td>2956</td><td>3.2%</td><td>13227</td><td>14.2 %</td></tr><tr><td>Public Vehicle Zone</td><td>9508</td><td>10.2%</td><td></td><td></td></tr><tr><td>Active Transport</td><td>763</td><td>0.8%</td><td></td><td></td></tr><tr><td><b>Total</b></td><td></td><td></td><td><b>64578</b></td><td><b>69.5 %</b></td></tr></tbody></table> <p><small><sup>1</sup> TOTAL PUBLIC DOMAIN METRIC BASED ON THE WHITE BAY POWER STATION PUBLIC DOMAIN. <sup>2</sup> TOTAL PUBLIC DOMAIN METRIC BASED ON THE WHITE BAY POWER STATION PUBLIC DOMAIN. <sup>3</sup> TOTAL PUBLIC DOMAIN METRIC BASED ON THE WHITE BAY POWER STATION PUBLIC DOMAIN. <sup>4</sup> TOTAL PUBLIC DOMAIN METRIC BASED ON THE WHITE BAY POWER STATION PUBLIC DOMAIN. <sup>5</sup> TOTAL PUBLIC DOMAIN METRIC BASED ON THE WHITE BAY POWER STATION PUBLIC DOMAIN.</small></p>	TYPES	1M <sup>2</sup>	% SITE <sup>1</sup>	SUBTOTAL	% SITE <sup>2</sup>	PUBLIC SPACE					Public Open Space	25175	27.7%	51371	55.2 %	Public Open Space White Bay Power Station	12975	14%			Public Open Space (plaza/promenades)	3268	3.5%			Public Open Space (footpath)	9952	10.7%			MOVEMENT					Public Shared Zone	2956	3.2%	13227	14.2 %	Public Vehicle Zone	9508	10.2%			Active Transport	763	0.8%			<b>Total</b>			<b>64578</b>	<b>69.5 %</b>	<p>Council would also like to re-iterate its concern here with the proposed zoning for the precinct. Much of the proposed public open space falls within the SPI zone, which does not list recreational space as a use.</p>
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6. Traffic and Transport	<p>Council's response to traffic and transport on the site is informed by the Transport Management Action Plan, the place-based Transport Strategy and the Stage 1 Rezoning Updated Masterplan</p>	<p>Council largely supports the traffic and transport arrangement on site. See below some minor comments that pertain to traffic management within the precinct:</p> <ul style="list-style-type: none"><li>Removal of the Robert Street sub-precinct (from the Bays West Stage 1 draft Masterplan) is supported provided any elements within the Robert Street precinct that are critical to the Bays West precinct are considered now</li><li>Refinement of the street network, including a revised location of the Robert Street connection is supported as it addresses Council's issue at the masterplan stage about the Robert Street connection being too close to the Mullens/Robert Street intersection, which would have created traffic congestion issues</li><li>the altered bus route within the updated masterplan is supported as it would reduce time taken for buses to enter an exit the precinct, and buses exiting the site using the</li></ul>																																																							

Topic	Stage 1 Comprehensive Rezoning Package– summary relevant to IWC comments	Inner West Council Comments
		<p>main street in front of the Metro station would not likely create a significant amenity impact. It is also prudent that allowance has been made for alternative bus routes to be adopted in the future so that other parts of the precinct could be served if need be. It is assumed that in the longer-term future, all buses would be electric, eliminating noise and emissions issues involved with routing conventional buses</p> <p>Council's comments on traffic/transport concerns raised by all submissions are as follows:</p> <ul style="list-style-type: none"> <li>• The additional modelling undertaken for this stage of the study is appreciated, but Council remains concerned about ongoing saturation of surrounding intersections, particularly the Robert/Mullens and Robert/Victoria intersections.</li> <li>• The proposed pedestrian-friendly street designs, significantly reduced parking and bus/rail access are all strongly supported. However, it is expected that private vehicle traffic will be closely managed so that it doesn't dominate and destroy the amenity of the precinct</li> <li>• The proposed bus/rail interchange arrangements are satisfactory, but consideration should be given to the City's suggestion of a bus stop on the western approaches to ANZAC Bridge as well as those shown on Victoria Road</li> <li>• Council is also willing to participate in ongoing analysis to ensure the development supports the metro and vice versa as the development progresses</li> </ul>
<b>7. Uses and Yields</b>	<ul style="list-style-type: none"> <li>• The Explanation of Intended Effect has given a breakdown of how the area will be used in the White Bay Power Station and Metro Precinct: <ul style="list-style-type: none"> <li>◦ 71,000m2 commercial floor space</li> </ul> </li> </ul>	<p>As per our previous submission on the Stage 1 Masterplan, Council sees little problem with the proposed uses and yields. The primary focus on employment, public, and community</p>

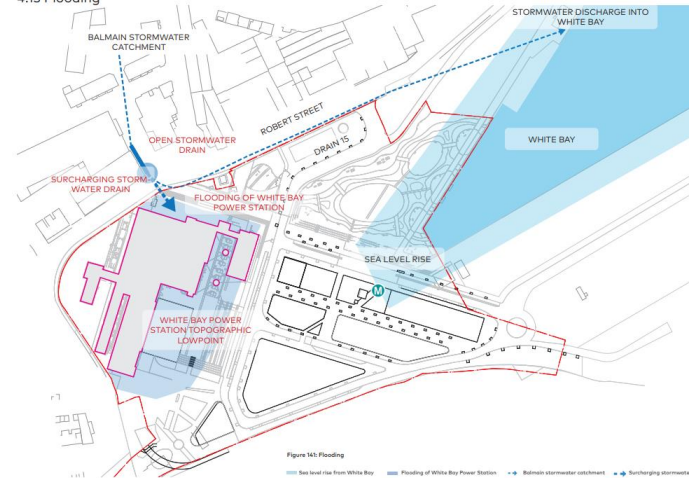
Topic	Stage 1 Comprehensive Rezoning Package– summary relevant to IWC comments	Inner West Council Comments
	<ul style="list-style-type: none"> <li>4,700m2 retail floor space (4,954 jobs).</li> <li>23,900m2 residential floor space (250 homes).</li> <li>41,650sqm of new public open and green space.</li> </ul>	<p>space is agreeable with the initial stage of a transit led development.</p> <p>At this stage, Council would like further information on how these proposed numbers will fit into the overall Bays West project. The final yield numbers demonstrate a very significant boost in all uses as the rest of the development is planned, greater transparency on how these precincts will relate to one another will provide clarity on other factors, such as infrastructure delivery funding.</p> <p>Considering the relative infancy of the overall development, Council would like to ensure these uses and yields will result in the best possible outcomes.</p> <p>Lastly, Council strongly supports the realisation of Aboriginal employment and cultural outcomes throughout the precinct, as per the First Nations Engagement Summary Report.</p>
<b>8. Flooding and stormwater management</b>	<p>DPE is currently preparing a Master Plan for White Bay Power Station and Robert St sub precincts, noting that the Robert St sub-precinct does not form part of the Stage 1 rezoning package. These sub-precincts are to be designed such that the Government's economic, health, education, housing and property and transport objectives are met whilst incorporating quality design, public space and green infrastructure together.</p> <p>As a part of this process, this stormwater and flooding report has been prepared to support the implementation of the Bays West Master Plan, addressing the stormwater requirements for rezoning, development control and supporting infrastructure for the sub-precinct.</p>	<p>Council supports the increased capacity of the relocated culvert passing within the site and seeks confirmation that this would intercept the existing culvert currently draining towards Robert Street.</p> <p>The Robert Street culvert should also remain as a secondary outlet for the catchment as well as a discharge point for further drainage improvements in Robert Street.</p> <p>The stormwater infrastructure constructed as part of this precinct should include the 1500mm diameter pipeline proposed in Robert Street under the Leichhardt Flood Risk Management Study and Plan (2017) to further reduce flood</p>

## Topic

## Stage 1 Comprehensive Rezoning Package– summary relevant to IWC comments

## Inner West Council Comments

### 4.13 Flooding



depths in Robert Street and provide greater protection to and activation of the proposed Community Zone.

**Item No:** C1022(1) Item 2  
**Subject:** MAIN STREETS STRATEGY  
**Prepared By:** Kurt Henkel - Principal Designer Public Domain  
**Authorised By:** Simone Plummer - Director Planning

## RECOMMENDATION

That Council:

1. Endorse the development of a Main Street Strategy, including a Public Domain Design Guide, progressing Public Domain Master Plans and an Activation Strategy as set out in this report;
2. Acknowledge the list provided in Attachment 1 of the report which will determine the sites selected for delivery, providing the community with projects and activations across the Inner West Council area;
3. Proceed on the delivery of stage 1 short term projects (this financial year) utilising the main street strategy funds towards:
  - a) Parklets upgrade and renewal \$400,000; and
  - b) Improving streetscapes and civic spaces \$600,000
4. Proceed on delivery of stage 2 longer term projects (Financial Year 2023/24) from the attached schedule with the balance of main street strategy funds:
  - a) Pedestrian only laneway beautification \$150,000; and
  - b) Street, lane and carpark closures \$850,000

## DISCUSSION

On 12 April 2022, Council resolved in part the following:

1. *Develop a Main Streets Strategy to revitalise and support main streets*
2. *Expand the perfect match program*
3. *Develop a Laneways Strategy to promote activations*
4. *Investigate making permanent ...elements of the Covid-recovery outdoor dining and live performance plan*
5. *Notes that the 22/23 draft budget has \$1m allocated to deliver placed based planning for Mainstreet improvements.*

A two fold process is required to meet the objectives of the NOM:

1. The development a Main Street Strategy that includes a Public Domain Design Guide, development of Public Domain Master Plans and an Activation Strategy.
2. Identify project sites that can be delivered under a coordinated program for main street improvements

This will ensure that a placemaking program develops quickly and continues with momentum.

## **Main Street Strategy**

The Main Street Strategy aims to enhance the look and feel of our streets and shared spaces through policy and guidelines.

It will provide a framework for businesses and community to participate in placemaking activities, streetscape improvements and guidance for future projects and events and shall include a Public Domain Design Guide, Public Domain Master Plans and an Activation Strategy.

The Public Domain Design Guide shall develop an overarching vision for streets and public spaces to direct and guide future upgrades. It will identify the scope of changes to streets that shall be investigated and developed in Public Domain Master Plans and other areas of the Inner West. Principles include:

- Enhance liveability and placemaking
- Promote ecological sustainability
- Activate the public domain
- Create accessible, inclusive and safe places
- Foster urban cohesion and shared identity
- Embed maintenance and durability

The Public Domain Master Plans will focus on each individual centre across the Inner West. These aim to guide the transformation of our strategic, town and local centres over time into more attractive and pedestrian friendly places. They will identify project opportunities that can realistically be delivered in a reasonable time frame and guide Council's capital works delivery program. Public Domain Master Plans have commenced on the centres that were deemed a high priority.

The Activation Strategy aims to build on the character of the Inner West as a socially active, vibrant and creative area, enabling residents and business to guide and enjoy our shared spaces. It shall include:

- Guidelines and programs to support activity and placemaking in our main streets and public spaces
- A program to support temporary activation and events that can be initiated by local community
- A framework for management and approval of business activities in the street, including on-street dining and parklets.

## **Projects Underway**

Three sites with their own budgets were selected ahead of the establishment of the framework set out in this report, being Stanmore, Lewisham and Summer Hill, with a shared budget allocation this financial year of just over \$500,000. A number of smaller both short and medium term (quick win) projects are underway at these locations.

These works underway are a mix of public place refresh and new installations and include

- Re-paint Pedestrian Crossings and general line marking
- Install new in-ground planter beds
- Identify opportunities for fairy lights/tree wrapping
- Fixing and cleaning footpath paving
- Painting of furniture
- Removal of graffiti
- New public art

The following has been completed:

- Graffiti removal within the public domain and also from railway embankment walls on TfNSW property
- The gurney of granite set and concrete paving in Stanmore
- A street lighting audit has been carried out in Lewisham
- New planting of 40 native climbers and grasses on the railway fence at Lewisham have been completed and over time will create a green wall effect.
- Re-painting of pedestrian crossings at Summer Hill has been completed. Note that Lewisham and Stanmore are in good condition and remarking was not required.
- Tree wrapping at Summer Hill Plaza has been completed

Other work underway or under investigation includes:

- New in-ground planter beds for Stanmore
- New in-ground planter beds for Summer Hill.
- General furniture and maintenance work is underway.
- Bin wrapping has commenced with an audit of those bins that are suitable, and identification of art work.
- Audit of further opportunities for tree wrapping in fairy lights at other main street locations is in process (limiting factors include type of tree and access to power).

There is a further additional smaller budget allocation for both street banners and bin art / decals to a total budget of \$200,000 across the LGA.

### **Main Streets Project Sites**

The key step here is the identification of a process for the delivery of projects utilising the \$2m main street strategy funds identified in the Council's Management/Operational Plan for expenditure over 22/23 and 23/24.

It is intended that these funds are utilised to deliver a series of pilot projects and test the application of the Main Streets Strategy identified above. Attachment 1 includes a map and schedule of project sites to be investigated, divided into four categories. Some of these are able to be delivered quickly and others require a longer term commitment to realise:

Stage 1 shorter term projects:

1. **New parklet sites**  
Includes the purchase of prefabricated parklets that can be installed in select locations.  
Aim to deliver at least 6 sites utilising \$400,000.
2. **Civic and streetscape placemaking opportunities**  
Includes furniture, flagpoles, custom art or sculptures and other improvements that can be installed in underutilised spaces.  
Aim to deliver at least 6 sites utilising \$600,000.

Stage 2 longer term projects:

3. **Pedestrian lane beautification**  
Includes the upgrade of lanes with lighting, paving and public art.  
Aim to deliver at least 3 sites utilising \$150,000.
4. **Street, lane and carpark closures**  
Includes the conversion of spaces currently used for parking to pedestrian plaza or meeting spaces in consultation with community and local businesses.  
Aim to deliver at least 3 sites utilising \$850,000.

The intent is to deliver as many of the identified projects in the attached schedule as possible. The implications of this are the Stage 1 short term projects shall be timetabled for delivery in 22/23 and projects requiring more time shall be delivered in 23/24.

Parklet sites and civic and streetscape improvements involve minor and movable works that can commence quickly, looking across many locations with extensive detailed community and business engagement to determine suitability. A long list of possible sites is identified for feasibility investigation by Council officers, noting that activations may be relocated from time to time and the projects that proceed will be selected from the Attachment 1 schedule.

Pedestrian lane beautification and street, lane and carpark closures involve a deeper investment in design development and take longer to deliver. A selection of possible sites is identified in the Attachment 1 schedule. The pedestrian lane beautifications will require development of public art concepts that take time and resource to procure. The various closure options will require more detailed evaluation; checking of constraints; community and business engagement; and approvals including referral to Local Traffic Committee as a lead in before a commitment to construction and delivery can be made.

### **Criteria for site selection**

The following is the criteria identified for the selection of sites for street and public area improvements:

- Council owned or managed public space, street or carpark
- Underutilised space that presents as an opportunity to make more attractive and pedestrian friendly
- Opportunity for on street dining and business collaboration
- Traffic impacts, environmental conditions and servicing constraints are conducive to expanded pedestrianisation
- Prominent location on or adjacent to main street
- Able to be delivered in two years
- Overall distribution of improvement works to be evenly distributed across the Inner West Council area

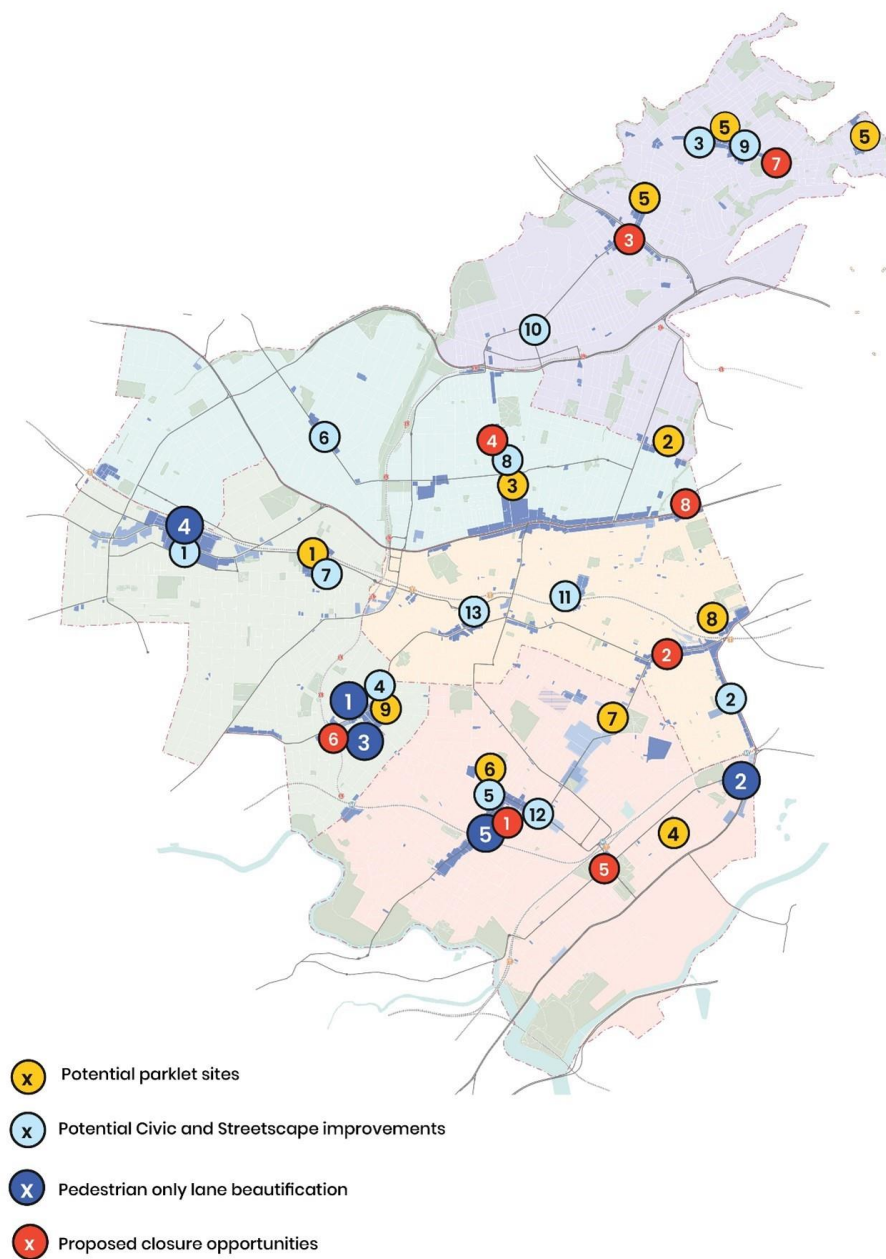
### **FINANCIAL IMPLICATIONS**

Nil.

### **ATTACHMENTS**

1. [Map and Schedule of sites under consideration for the Main Streets Strategy](#)

## Attachment 1: Map and Schedule of sites under consideration for the Main Streets Strategy:



**1. Schedule of potential Parklet site opportunities:**

1. Summer Hill - Lackey Street
2. Annandale - Booth Street
3. Leichhardt - Norton Street
4. St Peters, Mary Street/Precinct 75
5. Rozelle, Balmain, Balmain North - Darling Street
6. Marrickville - Livingstone and Marrickville Road
7. Addison Village - Addison Road
8. Newtown - Australia Street
9. Dulwich Hill - Marrickville Road

**2. Schedule of potential Civic and Streetscape opportunities:**

Civic space options:

1. Ashfield Civic Centre Plaza
2. Peace Reserve, Newtown
3. Library Plaza, Balmain
4. Dulwich Hill Library forecourt
5. Marrickville Town Hall
6. Federation Place, Haberfield
7. Summer Hill Piazza
8. Leichhardt Town Hall
9. Loyalty Square, Balmain
10. Orange Grove Plaza

Streetscape options:

11. Stanmore pop-out, Percival Street
12. Marrickville pop-out, Marrickville Road
13. Petersham pop-out, Audley Street

**3. Schedule of potential pedestrian only laneway options:**

1. Caves Lane, Dulwich Hill
2. May Lane, St Peters
3. Hercules Street Link, Dulwich Hill
4. Chessell Lane, Ashfield
5. Central Avenue, Marrickville

**4. Potential Streets, Lanes and Car park closures options**

Proposed closure options

1. Calvert Street Car Park, Marrickville
2. Cambridge or London or Simmons Streets, Enmore
3. Hancock Lane or Mathilda Street, Rozelle
4. Carlisle Street, Leichhardt
5. Park Road, Sydenham
6. Hercules Street Connection, Dulwich Hill

Existing temporary closures

7. Jane Street, Balmain
8. Gehrig Lane, Camperdown

**Item No:** C1022(1) Item 3

**Subject:** DRAFT INNER WEST CYCLING STRATEGY - PUBLIC EXHIBITION

**Prepared By:** Brigid Kelly - Senior Transport Planner

**Authorised By:** Ryann Midei - Director Infrastructure

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## RECOMMENDATION

**That:**

1. Council supports the draft Inner West Cycling Strategy for public exhibition for 28 days; and
  2. Following public exhibition, Council receives a report for adoption of the Strategy and an associated Action Plan, outlining community input received and any changes to the Strategy in response to community feedback.
- 

## DISCUSSION

The draft Inner West Cycling Strategy outlines priorities and actions as well as a network map for expanding the bike network throughout the Inner West to support more people cycling.

The draft Strategy builds on the 2007 Marrickville Bicycle Strategy, 2015 Leichhardt Bike Plan and the Ashfield Council cycling map to propose a revised Inner West bike network with priorities and actions to support its implementation. The draft Cycling Strategy was developed with the input of Inner West Council officers, Bicycle User Groups, the Bicycle Working Group and surrounding councils. It also incorporates the relevant work of Council including the Integrated Transport Strategy and the Contributions Plan; and the NSW Government such as major infrastructure projects, the Eastern Harbour City Strategic Cycleway Corridors, The Bays West Place Strategy, Callan Park Landscape Plan and the *Parramatta to Sydney Foreshore Link*.

Community engagement carried out in March-April 2022 provided extensive input from the community to inform the draft Strategy and the upcoming public exhibition will further shape the Strategy and mapped bike network.

Following public exhibition of the draft Strategy, Council will receive a report for its adoption along with an associated Action Plan outlining projects and initiatives to which Council resources will be allocated in the current and future 4-year Delivery Programs. The bike network will be reviewed on an ongoing basis throughout implementation in response to community consultation and changing transport needs.

## FINANCIAL IMPLICATIONS

A number of proposed cycling links are in currently in design with budget allocated accordingly in conjunction with supplementary grant funding intended to be sought from the NSW Government. Following adoption of the Strategy and Action Plan priority will be given to implementing these projects, and the allocation of resources to other priorities will be addressed in future Delivery Programs and annual Operational Plan and Budgets.

## ATTACHMENTS

1. [Draft Inner West Cycling Strategy](#)

# INNER WEST

## Cycling Strategy and Action Plan

20  
22



2

## Cycling Strategy and Action Plan

Inner West Council acknowledges the Gadigal and Wangal peoples of the Eora nation, who are the Traditional Custodians of the lands in which the Inner West Local Government Area is situated.

We celebrate the survival of Aboriginal and Torres Strait Islander cultures, heritage, beliefs and their relationship with the land and water. We acknowledge the continuing importance of this relationship to Aboriginal and Torres Strait Islander peoples living today, despite the devastating impacts of European invasion. We express our sorrow for past injustices and support the rights of Aboriginal and Torres Strait Islander peoples to self-determination.

Inner West Council understands our responsibilities and role in working with Aboriginal community to promote cultural heritage and history, address areas of disadvantage, and protect and preserve the environment as well as sites of significance to Aboriginal and Torres Strait Islander peoples. In doing so we acknowledge that Aboriginal and Torres Strait Islander cultures continue to strengthen and enrich our community.

Today, diverse groups of Aboriginal and Torres Strait Islander peoples live and work across the Inner West. We admire the resilience displayed in their significant achievements and in making immense contributions to both Council and the broader community.

Inner West Council is committed to embedding the values and perspectives of the Aboriginal and Torres Strait Islander communities to ensure we learn from the mistakes of our past and forge a positive future of long-lasting value built on mutual respect, equality, and opportunity.





## Contents

Acknowledgement to Country	xx
Contents	xx
Introduction	xx
Strategic background	xx
Riding a bike in the Inner West	xx
What we can do to make bike riding safer in the Inner West	xx
What we heard from you	xx
Our cycling priorities	xx
Actions to support our cycling priorities	xx
Implementation	xx

6

## Cycling Strategy and Action Plan

### Introduction

The Inner West Cycling Strategy along with the associated Action Plan outlines priorities, actions and projects to expand the bike network throughout the Inner West.

A safer cycling network gives people more transport options and there is strong evidence showing safe connected cycling infrastructure is essential to making bike riding a viable transport option for most people. Riding a bike can be an easy and enjoyable to get around when we feel safe – and electric bikes can make it even easier which is important in the hilly Inner West.

Inner West Families for Climate Action said “Riding bicycles for transport is better for everyone. It is good for our short- and long-term health, good for reducing wear and tear on road infrastructure, good for our mental health, and reduces air pollution and climate pollution.”

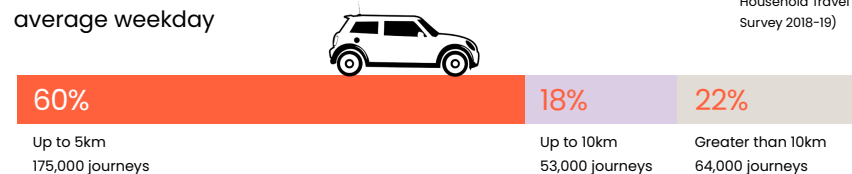
Bike riding provides personal health benefits like increased fitness and mental alertness, improved mood and better insulin efficiency, and this means better public health overall. Cycling has no polluting emissions, helping us to address the climate change emergency we currently face. Currently transport causes about 30 percent of residential greenhouse gas emissions in the Inner West (Inner West Pathway to Zero Emissions, 2019) and transport needs to part of the picture if we are serious about action on climate change.

Cycling also contributes to social wellbeing and greater inclusion for everyone. It increases participation and inclusion for people who rely on wheelchairs, assisted-tricycles and mobility scooters and provides better opportunities for casual interaction with other people as part of our daily lives. Along with walking, bike riding provides a transport option that’s accessible to more people due to lower costs and less barriers to participate than driving.

More people riding bikes also provides a range of economic benefits. Bikes lanes can accommodate more people with lower costs than car lanes and bike riding is increasingly important for tourism to help visitors explore the Inner West’s artistic laneways, performance spaces, local festivals, shops and cafes.

Cycling can be a transport option for everyone but currently most people are fearful of cycling with traffic. Surveys in Sydney over the past ten years have repeatedly shown that more people would ride a bike it was safer. So, to make cycling a real transport option for more people, we need to make people *feel safe* about jumping on bike and *be safe* when they’re out and about on their bike. The Inner West Cycling Strategy and Action Plan aim to achieve this by outlining actions council can take to create a safer cycling network and better streets for everyone.

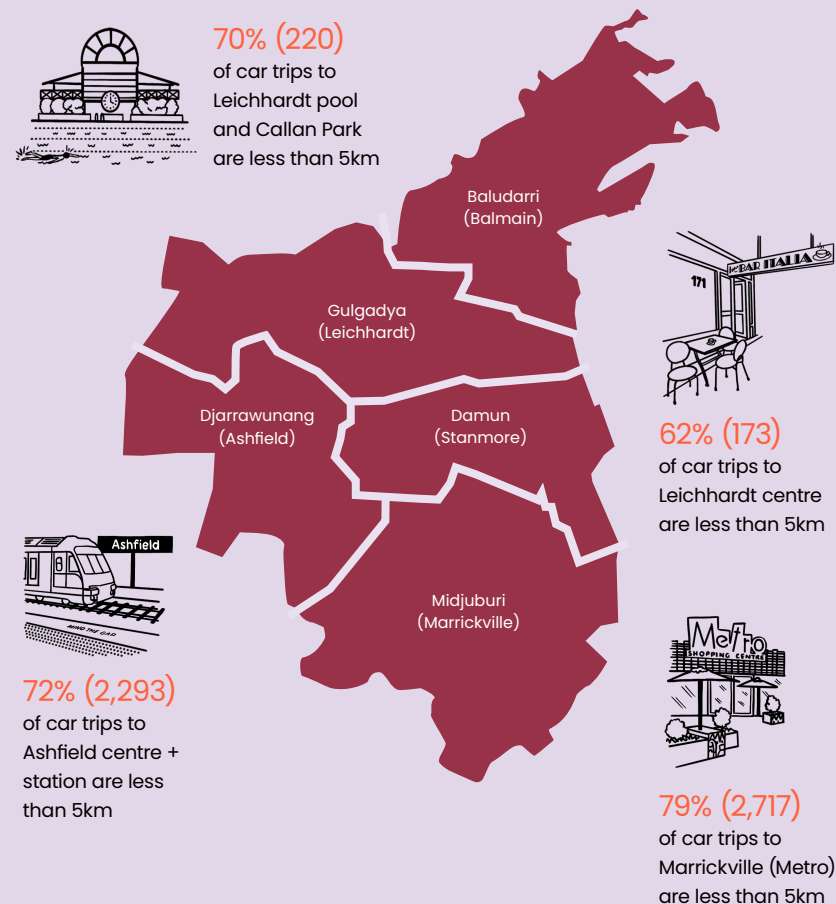
### Number of car trips by distance on average weekday



Total: 292,000 journeys

(Source – NSW Household Travel Survey 2018–19)

Most car trips are short and if some people ride a bike instead this will make things better for everyone.



(Source – DSpark for Inner West Council, 2021)



With COVID in the past two years, people who ride a bike regularly increased from 34% of respondents in 2017 to 53% in 2021

Source – City of Sydney Active Transport Survey 2021

## Cycling Strategy and Action Plan

9

## Strategic Background

Under the NSW *Local Government Act 1993*, councils are required to develop a hierarchy of plans known as the Integrated Planning and Reporting (IPR) Framework. This framework helps councils to deliver their community's vision through long, medium and short-term plans. The purpose of the framework is to consistently formalise strategic and resource planning across councils and ensure long-term planning is based on community engagement, leading to a more sustainable local government sector.

The table below identifies the key strategic documents from local, state and federal governments that are relevant to cycling in the Inner West.

<b>Inner West Council</b>	<b>Our Inner West 2036 – Community Strategic Plan (CSP)</b>	The CSP identifies the community's vision and strategies to get there as well as how Council will measure progress towards that vision. The CSP identifies five strategic directions supporting the goals of the community. The Cycling Strategy aligns with Strategic Direction 2 – Liveable, Connected Neighbourhoods and Transport – which aims for people to walk, cycle and move around the Inner West with ease.
	<b>Going Places – An Integrated Transport Strategy for Inner West</b>	The Transport Strategy proposes a future vision for transport focusing on active and sustainable transport by outlining values, principles and actions that prioritise people and sustainable transport.
	<b>Climate + Renewables Strategy</b>	Key Area 3 of this Strategy aims for Zero Emissions Mobility achieved by implementing the Integrated Transport Strategy which prioritises walking, cycling and public transport.
	<b>Our Place Inner West – Local Strategic Planning Statement (LSPs)</b>	This is a strategic document for new development and public places. Planning Priority 8 aims to provide better accessible sustainable transport infrastructure to support more walking and cycling.
<b>State</b>	<b>Future Transport Strategy – Towards 2061</b>	The NSW Future Transport Strategy and a number of associated plans outline a 40-year vision to guide transport investment. It aims to create liveable communities that are environmentally and socially sustainable with easy access by walking, cycling and public transport.
	<b>NSW State Infrastructure Strategy 2018–2038</b>	The strategy recommends an annual program of investment in a network of protected cycleways linking major centres across Sydney to be delivered in partnership with local government. The NSW Government's Strategic Cycleway Corridors announced in 2022 supports this recommendation.
	<b>A Metropolis of Three Cities – the Greater Sydney Region Plan</b>	This plan is built on a vision of three cities in Greater Sydney connected to three regional cities to the north and south, aiming for people live within 30 minutes of jobs, education and health facilities, services and great places without having to get in the car.
<b>Federal</b>	<b>National Road Safety Strategy 2021–2030</b>	The Strategy specifies lead indicators to identify what's required to reduce road trauma. The lead indicator specified for safer roads includes allocating a share of urban road space to separated cycleways.

10

## Cycling Strategy and Action Plan

### Riding a bike in the Inner West

The Inner West is a historic location with a dense street network that originally served a comprehensive tram network. It's location between the Parramatta River and Cooks River with a ridgeline near Parramatta Road that slopes towards the two rivers creates hills throughout the area - making electric bikes perfect for the Inner West.

A growing population and limited transport options have resulted in significant traffic congestion and unsafe streets, but this fails for everyone as drivers are stuck in traffic, people walking are left to dash between gaps in traffic and people on bikes get squeezed between parked cars and moving traffic.

The Inner West also faces a number of unique challenges. It's location between Sydney's western suburbs, Sydney city, the beaches, airports and ports results in significant traffic moving through the area, including many large trucks. This means we see different cycling conditions on the same street throughout the day and night - higher volumes of traffic typically occur during peak travel periods while higher driving speeds are commonly experienced when traffic volumes are lower during the day and night.

Before too long we will see missing links completed on the Greenway and new bike paths provided between Annandale and Rozelle, Marrickville and Sydenham Station, and Tempe Reserve and Mascot along Alexandra Canal.

In addition, the Inner West is criss-crossed by physical features which make it harder to get around - train lines, the light rail line, stormwater canals and major roads, new and old, squeeze everyone into tight crossing spaces. In our community engagement in March 2022 Sarah, a business owner from Rozelle who prefers to do deliveries by cargo bike, said "All our major roads and railway lines are like bridgeless rivers". These physical barriers require pedestrians, bike riders and motorists to converge at narrow crossing points throughout the Inner West like West Street Petersham over the Inner West rail line, Wardell Road in Dulwich Hill over Cooks River and Gleeson Street at Sydenham Station. Meanwhile crossing major roads like the City West Link, Liverpool Road, Parramatta Road and Sydenham Road makes walking and cycling journeys longer and slower.

Safer bike links have been delivered throughout the Inner West including the Greenway between Iron Cove and Cooks River, cycleways along the rail line between Lewisham and Newtown as well as in Livingstone Road and Carrington Road Marrickville. Before too long we will see missing links completed on the Greenway and new bike paths provided between Annandale and Rozelle, Marrickville and Sydenham Station, and Tempe Reserve and Mascot along Alexandra Canal. In recent years we've seen a big need to build on this work to support the popularity of cycling.



#### Case study 1

#### Cycling is good for business

Sarah's business, Clara Green, supplies eco-friendly cleaning products to businesses throughout the Inner West. From her warehouse in Rozelle, Sarah delivers products to customers in St Peters, Newtown, Marrickville and the city, sometimes carrying 40kg or more. She says riding a bike is fun, cheaper and less stressful than driving and searching for loading zones and parking. Safer and connected bike links in the Inner West would improve Sarah's efficiency and allow her business to expand its bicycle delivery zone and product range and utilize larger capacity cargo bikes and trailers.

12

## Cycling Strategy and Action Plan

### What we can do to make bike riding safer in the Inner West

It's important that everyone in our community can access and enjoy our streets and there's a range of different ways we can help people feel safer riding a bike. To do this we need to make bike riding as safe and easy as driving. Bike links need to be safe, direct, connected, attractive and comfortable, and we also need to be able to adapt to changes in the future.

A community survey in 2021 shows that more people started riding a bike during the COVID pandemic and 76 percent of people who ride only occasionally were interested in cycling more often if it felt safer (City of Sydney Active Transport Survey 2021). Council can provide safer cycling conditions in a range of different ways, and we will work with the community to expand the safer cycling network and improve our streets for everyone.

The planning and design of bike links needs to consider a range of factors. We need to remember we are not starting from scratch – we are retro-fitting historical streets and different approaches may be needed to accommodate everyone safely. The choice to provide one type of bike link over another needs to respond to the characteristics of the street as well as consultation with a range of experts and the local community.

#### All types of bikes

A range of different bikes are used increasingly by people and businesses in the Inner West – cargo bikes holding dogs, children and groceries, motor-assisted tricycles and other mobility scooters, electric bikes, wheelchairs and electric scooters – and the strategy aims to accommodate the increasing diversity of personal transport options.

Laurence, now 63, told us he learned to ride a bike as a child but now rides an electric bike around Leichhardt due to illness. Heidi who used a wheelchair said, "It makes a huge difference to anything I do – the cycleways."

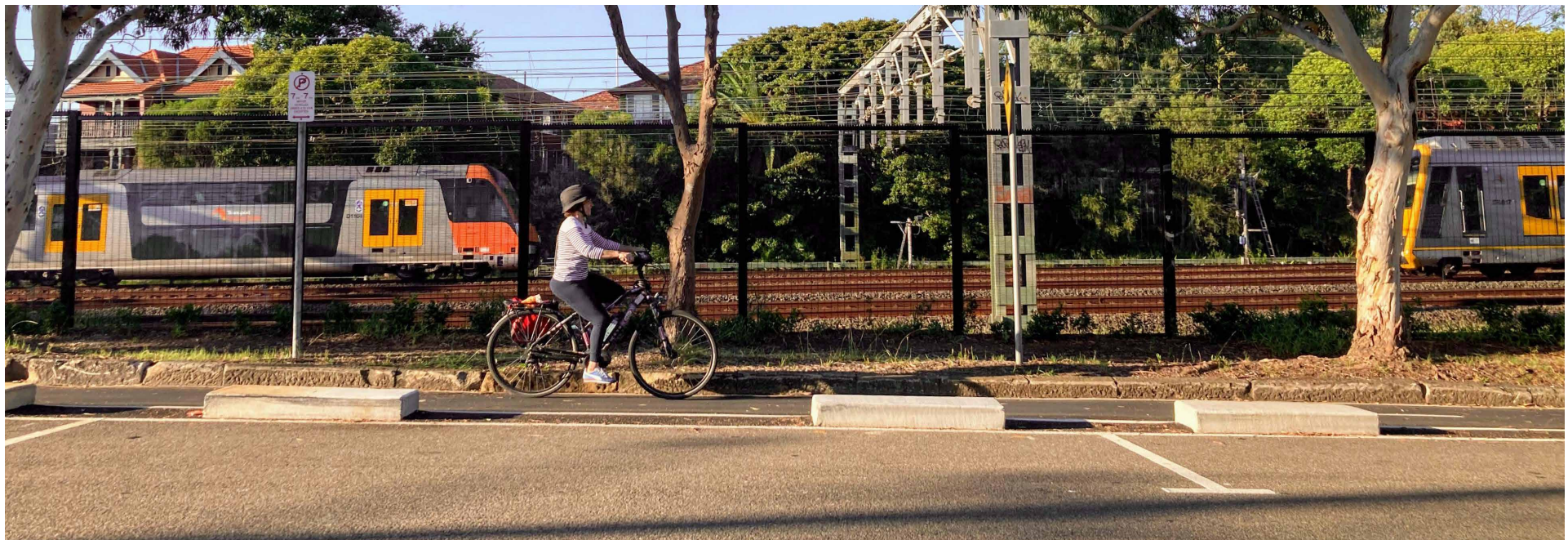
Bicycles, tricycles and mobility scooters can provide older people and people with disabilities with more personal freedom. Food and grocery deliveries by bicycle are now commonplace and in the future we will see electric scooters and other lightweight personal mobility devices on our streets, like assisted skateboards and shared bikes.

#### Safer streets for cycling

There are different types of cycling facilities, making it feasible to create a low-stress cycling in almost every

context. Priority 1 of the strategy is to expand the bike network to connect with bike links in adjoining council areas and Figure 1 outlines streets we will explore to expand the bike network.

Council can provide separated cycleways on local roads and advocate for them on roads controlled by the NSW Government like Parramatta Road or Victoria Road Rozelle. With the opening of an extensive underground motorway network connecting all parts of Greater Sydney we have an opportunity to make our surface streets better with more trees and landscaping, wider footpaths and dedicated bike lanes. Improvements to surface streets has been repeatedly identified by the NSW Government as a significant benefit of the motorways and we want to see these improvements installed on state-controlled roads.



14

## Cycling Strategy and Action Plan

Bike riders can feel comfortable sharing the road with drivers when the conditions are right and both the quantity and speed of car traffic matter. Small changes can make streets more predictable, efficient and safer for everyone.

Where traffic is slow and infrequent Quietways can be created in local streets like the Greenway route in Weston Street Dulwich Hill with road landscaping and intersection treatments. In streets where there's more traffic we can change how a street operates – the way it functions – such as with changes at intersections, filtering or diverting traffic and creating one-way or two-way traffic flow. This has occurred in Rofe Street Leichhardt at Parramatta Road and Station Street Newtown, which restrict access to one-way flow on part of the street, and in Sarah Street Enmore and Morgan Street Petersham where through traffic has been restricted.

Safer speeds can be implemented where there's lots of different demands to use the street such as with people walking and shopping, street dining and car parking. Shared Zones with a speed limit of 10km/hr can be installed where there's high demand for walking and cycling like busy shopping and eating streets or where there are no footpaths, like in laneways. In our community engagement in April 2022 Anna from Croydon reminds us that back lanes can be great active thoroughfares with safer speed limits.

Shared paths need to be our last resort. Shared paths for walking and cycling are sometimes a necessary compromise to avoid leaving a network gap or forcing people to ride fearfully in traffic. With a growing population we need space for more people walking and we also appreciate people can feel nervous with bike riders on the footpath so we will aim to restrict the introduction of new shared paths to locations where there is no safe alternative and provide wider paths when possible.

The Inner West Cycling Strategy outlines a number of priorities each with actions to help us achieve a safer bike network and provide the support and information people need to ride a bike.

In April 2022 the NSW Government announced the Strategic Cycleway Corridors – a vision to provide a safe and connected cycleway network across Greater Sydney to enable more people to safely ride their bicycle as part of their everyday travel. The strategy aims to facilitate this commitment by establishing a bike network linking popular locations where people go for shopping, working and socialising like Ashfield, Marrickville and Leichhardt, as well as places that will change in the future like The Bays Precinct.

As we developed the strategy we asked for your comments and ideas. We received feedback from communities throughout the Inner West and the strategy has captured the information you gave us.

### More than just bike paths

As well as safer streets the strategy recognises that other types of support are needed to help people make bike riding a regular part of their lives. This is also important to help us understand and address the barriers so we can help people to start riding and continue riding.

During our community engagement in April 2022 many people told us about the need for driver education about how to drive around bike riders. People also told us about the need for courteous behaviour when cycling around pedestrians and we also heard about the need for more bike parking in the street and at workplaces. We heard about the importance of maps and street signage to provide people with confidence while getting around.

Children who walk or cycle to school have been found to be more attentive and focused in class, and the strategy considers ways we can support active transport to schools. It also recognises that we need to promote the benefits of cycling, and this is especially important with the proposal of new bike links to ensure we provide clear and comprehensive information about a proposal.



### Casestudy 2

#### Cycling is good for business

Finn lives with cerebral palsy and always assumed he would never be able to ride a bike. A friend had been encouraging him to ride for 20 years, and a few years ago he finally started exploring the options. When the streets were quiet at the start of the COVID-19 pandemic he bought an electric trike. Freedom Wheels, a non-profit provider that designs and builds customised equipment for people with disability, modified the trike to give Finn the control and comfort he needs. Now Finn can go places he never could before – he said "it's changed my life in every single way – I see so much more of the world!"

16

## Cycling Strategy and Action Plan

### What we heard from you

In March and April 2022, we sought your input on what we could do to make bike riding safer in the Inner West. We received 427 responses to our survey and 629 comments were made on a map of the Inner West. 25 people attended an online engagement session and we also spoke with people who rely on wheelchairs to get around. The Inner West Bicycle Working Group and other Local Democracy Groups provided input and we continue to work closely with the Bicycle User Groups in the Inner West.

The quantity and range of comments we received about bike riding in the Inner West reflect the community importance of safer streets for cycling. We heard from small business owners who use electric cargo bikes for deliveries. We heard from people who ride with their children to school and people who visit the local shops by bike or cycle to work. There was broad consensus about the need for cycleways that are connected and separated from pedestrians and traffic. Matt from Dulwich Hill said the combination of Sydney Gateway and Westconnex should mean less traffic, and this is a great opportunity to reclaim some of the space.

Balmain and Darling Street were mentioned as important locations for safer bike links, as was Lewisham, beside the rail line, Stanmore, Norton Street and Marion Street in Leichhardt and Marrickville Road.

You also told us about the need to encourage reduced car use and promote safer driving, especially with lower speed limits and information about sharing the road with bike riders.

People told us about the need for better road maintenance and improvements to some existing cycleways as well as the need to provide important information and facilities such as more bike parking, wayfinding signs and cycling maps.

We asked about locations in the Inner West where you think cycling links and other improvements are needed. Parramatta Road, Ashfield and Newtown, including links to the City of Sydney's bike network, were high priorities. You asked that us to improve connections with and make improvements to the existing cycleways. Balmain and Darling Street were mentioned as important locations for safer bike links, as was Lewisham, beside the rail line, Stanmore, Norton Street and Marion Street in Leichhardt and Marrickville Road.

The Inner West Cycling Strategy outlines priorities and actions that aim to get more people riding a bike and address the issues we heard from you.



### Casestudy 3

#### Cycling is for important for the future

Ken lives in Lilyfield and does lots of short journeys near home and school. His cargo bike provides a great way to do these journeys and it can carry a lot of gear and kids well. It's a really enjoyable way to travel, especially with the help of a battery. Greg from Balmain says the cargo bike provides a great way to move the kids and assorted equipment over short distances. It also exposes the kids to correct behaviour on the roads and provides some much needed exercise for me. Ken and Greg are just two of the parents at their kids school who use an electric cargo bike for the school run and they want to see designated cargo bike parking outside the school."

Transport makes up 31% of resident greenhouse gas emissions and walking and cycling are part of the solution

(Source – Inner West Pathway to Zero Emissions, Kinesis, 2019)



## Cycling Strategy and Action Plan

19

### Our cycling priorities

#### Priority 1

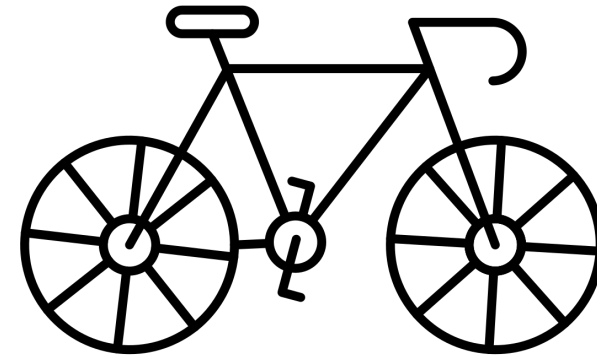
Increase the number of people cycling by expanding the bike network to make bike riding a low-stress and convenient transport option

#### Priority 2

Recognise and support the growing use of a range of different bikes and mobility devices including electric bikes and trikes, cargo bikes, child and dog-carriers, assisted wheelchairs and electric mobility scooters

#### Priority 3

Address problems and high-stress safety issues on existing cycleways and popular bike routes while the bike network is implemented and expanded



#### Priority 4

Ensure an organisation-wide approach to cycling is applied to and embedded in all aspects of Council's planning and functions

#### Priority 5

Provide initiatives, facilities and information to support people to ride a bike and help people appreciate the community-wide benefits of more people cycling

#### Priority 6

Work with other councils, the State and Federal Governments, bike groups and the community to learn, share and facilitate change; and learn from cities where bike riding is a popular transport choice

20

## Cycling Strategy and Action Plan

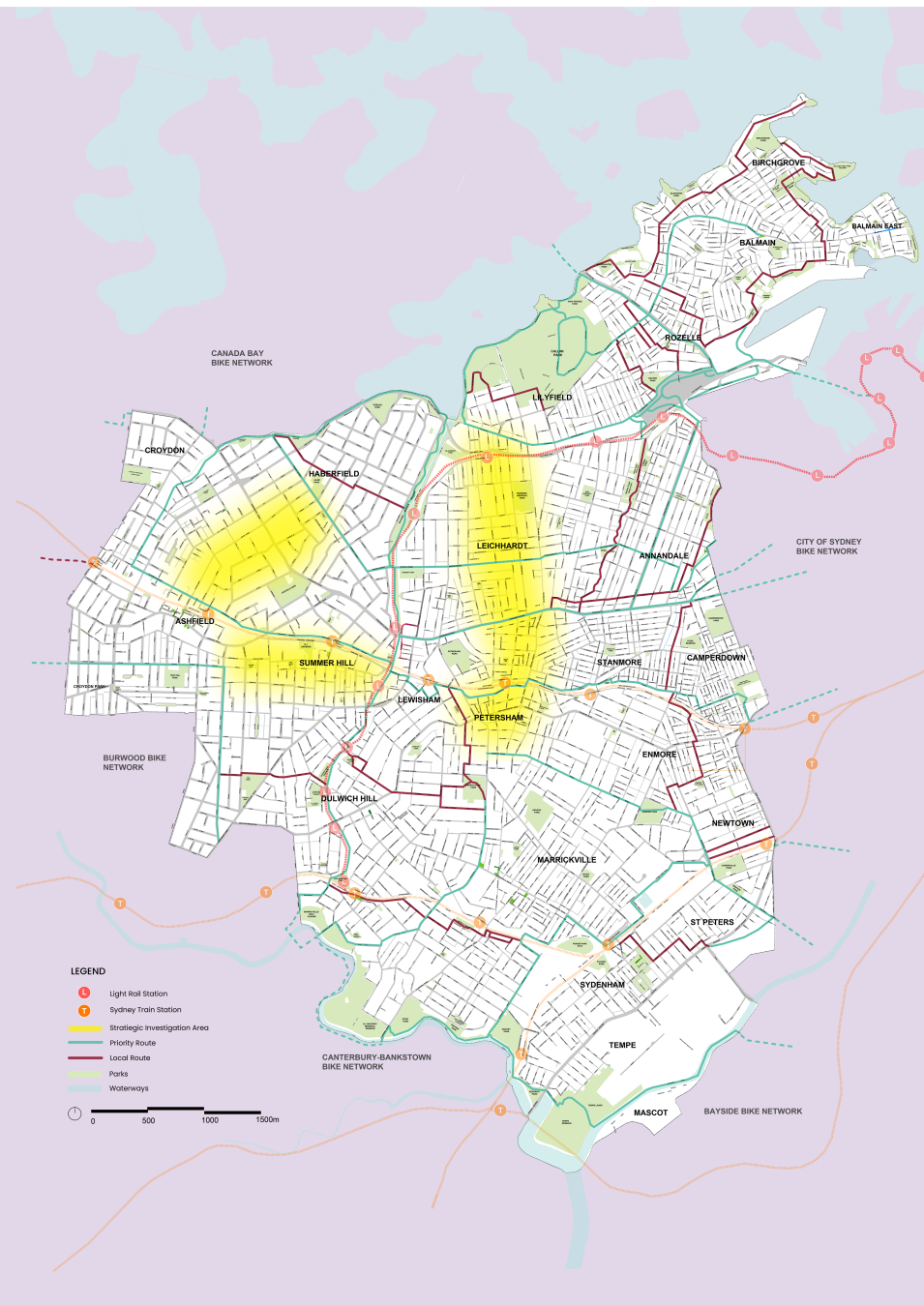
### Actions to support our cycling priorities

#### Priority 1

Increase the number of people cycling by expanding the bike network to make bike riding a low-stress and convenient transport option

#### We will:

- Expand and connect the Inner West bike network as outlined in Figure 1 to provide safe, comfortable and direct cycling links that can be used by people of all ages and cycling abilities
- Provide the bike network in accordance with Part 2.2 of NSW Cycleway Design Toolbox (Cycleway Facility Selection Tool) which specifies greater levels of service and safety on roads with higher motor vehicle speeds and volumes
- Plan, design and install bike links to provide space and enhancements to ensure continuous cycling access across side streets consistent with the NSW Cycleway Design Toolbox
- Plan, design and install bike links to ensure people riding uphill feel safe and comfortable by taking grade into account
- Improve safety and access for bike riders on the bike network by reducing through traffic and driving speed on local streets
- Deliver mixed traffic links (also called Quietways) in conjunction with safer speed limits and, where possible, increased street landscaping to support traffic calming, reduce urban heat and provide increased habitat
- Apply a stringent Safe System assessment with the design and construction of bike links to remove and/or reduce the exposure, likelihood and severity of crashes involving bicycle riders
- Allocate council funds and pursue external funding for implementation of the Inner West bike network and the NSW Strategic Cycleway Corridors in the Inner West
- Investigate and implement where possible infrastructure to expand and improve walking space and access with the planning, design and installation of new bike links
- Install shared path markings on shared paths in accordance with *Shared Pathways - Pavement Markings Guide* (Spackman Mossop Michaels, July 2012)



22

## Cycling Strategy and Action Plan

### Priority 2

Recognise and support the growing use of a range different bikes and mobility devices including electric bikes and trikes, cargo bikes, child and dog-carriers, assisted wheelchairs and electric mobility scooters

#### We will:

- Aim to design the bike network to accommodate bicycles and micro-mobility options by accounting for the broadest dimensions, including cargo and child-carrier bikes, electric bikes and trikes, tandem and recumbent bikes, wheelchairs, electric scooters and personal mobility scooters
- Provide accessible weather-protected parking at council facilities to accommodate non-standard bicycles and mobility aids such as tricycles, mobility scooters and wheelchairs
- Design and install bike links to be adaptable, provide capacity for future growth and accommodate new micro-mobility transport options
- Aim to restrict the introduction of new shared paths predominantly to locations where there is no safe alternative and where pedestrian volumes are low
- Explore and aim to provide widened footpaths with the conversion or installation of new Shared Paths
- Respond to community requests for the removal of barriers to cycling, such as in National Street Rozelle, and the installation of facilities from/in council streets, parks and facilities
- Advocate for the removal of barriers and the installation of facilities on existing NSW Government assets such as removal of bollards and installation of wheel ramps at rail crossings like in Bedford Street Newtown, Cavill Ave Ashfield and Terminus Street Petersham

### Priority 3

Address problems and high-stress safety issues on existing cycleways and popular bike routes while the bike network is implemented and expanded

#### We will:

- Work to address level of service and safety problems on existing bike paths such as, intersections with side streets on the Carrington Road cycleway, Kingsford Road crossing at the Railway Ave cycleway in Stanmore and the crossing of Railway Terrace at West Street Lewisham
- Investigate and respond to community feedback about cycling access, comfort and safety
- Investigate and determine implementation priorities to provide Shared Paths in existing high-stress walking and cycling locations such as 'located at rail crossings and canal crossings
- Investigate long term options to improve walking and cycling space and access in existing 'squeeze points' located at rail crossings and canal crossings
- Provide kerb ramps linking park paths that are part of a bike connection with the surrounding street network, such as between Tressider St Haberfield at Richard Murden Reserve and Orchard Crescent Ashfield
- Seek to improve cycling access with minimal impact on-street car parking by installing contra-flow bike access or "Bicycles Excepted" signage on existing one-way streets in accordance with the TfNSW Technical Direction
- Investigate and establish implementation priorities to improve road crossing safety at high-stress locations used by existing bike riders such as Johnston Street Annandale at Albion Street, Styles Street Leichhardt at Whites Creek Lane, Sydenham Road at Sydney Street and Old Canterbury Road near Yeo Park
- Ensure on-road painted bike symbols are centrally positioned in the travel lane, clear of parked cars and the 'door zone', placed frequently and accompanied by "Cyclists may use full lane" signs wherever possible without creating additional street clutter
- Identify and provide smooth continuous bike access through existing street closures such as Fowler Street Camperdown, Lands Lane Newtown, Orchard Crescent Ashfield and Chester Street Annandale

24

## Cycling Strategy and Action Plan

### Priority 4

Ensure an organisation-wide approach to cycling is applied to and embedded in all aspects of Council's planning and functions

#### We will:

- Ensure Council's road planning and designing teams have access to best-practice design, examples, technical guidance and training for cycling infrastructure
- Provide resources and information to relevant council staff about different types of bike parking and the relevant Australian Standard to increase knowledge and demonstrate the importance of user experience
- Ensure Local Area Traffic Management Plans (LATM) include objectives and recommendations recognising the transport hierarchy specified *Going Places – An Integrated Transport Strategy for the Inner West* which prioritises walking, cycling and public transport over car use
- Ensure permits issued by Council for works and equipment on public roads/footpaths outline obligations to maintain safe and direct bicycle access as well as walking and driving
- Monitor implementation of the strategy annually at Bicycle Working Group meetings and with a yearly report to the General Manager
- Update Council's Public Domain Standard Drawings to ensure all council assets and public domain details provide safe smooth cycling access
- Ensure relevant staff, new and existing, participate in the Transport for NSW approved course *Designing for Pedestrians and Bicycle Riders*
- Ensure recommendations in Plans of Management (POM) for parks and open spaces maintain or provide bicycle access when relevant, and do not reduce or inhibit existing/future bicycle access

### Priority 5

Provide initiatives, facilities and information to support people to ride a bike and help people appreciate the community-wide benefits of more people cycling

#### We will:

- Increase bike parking in the public domain in response to demand, with an emphasis on off-footpath parking in local centres, near schools and in popular locations
- Explore a trial of walking and/or bike buses at primary schools to evaluate what is effective in achieving long term change in travelling to school
- Provide wayfinding signs to support access along known cycle corridors
- Allocate sufficient budget for community engagement to ensure communities are clearly and comprehensively informed about proposed bike links and the associated benefits
- Pilot off-footpath bicycle parking, and pick-up / drop-off space for cargo bikes, outside primary schools in response to demand
- Aim to provide community updates to keep the community reminded about and informed of progress between community consultation and commencement of construction of new bike links
- Carry out all day counting of bike riders, including evenings, at least biennially in locations throughout the Inner West
- Provide opportunities for people to cycling build skills and capabilities
- Work to improve relations between all street users and encourage people to look out for each other and share space safely and politely
- Carry out local promotional activities to increase awareness and encourage bike riding following the opening of new bike links
- Ensure the Inner West planning controls for new development specify on-site bicycle parking suitable for the intended building occupants and visitors/patrons in terms of parking type, position, access and visibility

26

## Cycling Strategy and Action Plan

- Evaluate new bike infrastructure at least every 5 years based on the following indicators:

Indicator	Measure	Methodology	Data source
Support people to ride safely	User perception of safety improvements	Intercept surveys with riders using the bike link	Intercept survey
Safer driving speeds	Median vehicle speed	Compare the median speeds during for at least two days before and after opening of the bike link	Traffic speed survey
Increase the number of people riding	Weekly trips	Compare the total weekly trips with the first week of opening	Temporary counters
Improve places	Increased trend over time of people walking/cycling	Observation to capture the change in gender diversity of people walking/cycling	Observation
Community support from local community and wider community	Community feedback about use of the space for cycling	Community survey conducted by phone about bike links and road space allocation  Feedback received via email, correspondence and phone calls	Community survey by phone in immediate and wider area  Council records of feedback

- Provide information about cycling in the Inner West including mapping and digital navigation information
- Investigate opportunities for children's riding areas and learn-to-ride tracks including advocacy on land owned by the NSW Government, and as part of events
- Support and encourage Council staff to ride to work and for work trips by providing access to an electric bike fleet and improved end-of-trip facilities at Council workplaces
- Support and encourage bike based enterprises and activities, including bike share and food delivery services, to maximise beneficial outcomes for the Inner West
- Participate in events and other opportunities to provide people with experience riding electric bikes and cargo bikes.

## Priority 6

Work with other councils, the State and Federal Governments, bike groups and the community to learn, share and facilitate change; and learn from cities where bike riding is a popular transport choice

### We will:

- Advocate to and collaborate with with Transport for NSW to implement the Strategic Cycleway Corridors in the Inner West and Eastern Harbour City
- Advocate for Transport for NSW to fully fund and deliver the Strategic Cycleway Corridors
- Advocate to the NSW Government for delivery of dedicated bike paths on State roads such as Victoria Road with the opening of the Iron Cove Link tunnel and Parramatta Road with the delivery of the Westconnex motorways
- Advocate to the NSW Government for re-opening of the Glebe Island Bridge to provide walking and cycling access to Sydney city and The Bays Precinct
- Work with developers of large and/or suitable sites to provide through-site walking and cycling links to improve local access
- Advocate to the NSW Government to apply the Movement and Place framework and Road User Space Allocation Policy to improve main streets like Liverpool Road Ashfield, Parramatta Road, New Canterbury Road and Johnston Street Annandale
- Lobby the NSW Government to take action to implement surface street improvements identified as project benefits in the Environmental Impact Statements (EIS) for the WestConnex and Western Harbour Tunnel underground motorway projects
- Advocate for more NSW Government action on driver education and road safety
- Work with the NSW Government and developers for safe, connected and comprehensive bicycle infrastructure in development precincts such as The Bays Precinct
- Share with and learn from the experience and expertise of other councils, the NSW Government, cycling advocates, bike riders and the community
- Advocate to the NSW Government for updating of the *NSW Speed Zoning Guidelines* to identify a 30km/hr speed limit for high pedestrian areas and the default speed limit for all residential streets and main shopping streets
- Advocate to the NSW Government for legislation and policy changes such as Road Rule 141(2) which denies bike riders the same access as drivers at side street intersections and updating of the *NSW Speed Zoning Guidelines* to include 30km/hr speed limits consistent with the 25km/hr speed restriction for electric bikes
- Push for integration between cycling and public transport operations, including building paths within and alongside rail/metro lines in accordance with *Active Transport Links on the Rail Corridor* (May 2015)
- Advocate for the delivery of dedicated and direct bike links and other cycling infrastructure with the proposal and delivery of NSW Government infrastructure projects

28

## Cycling Strategy and Action Plan

### Implementation

This strategy provides the foundations for delivering a connected and safer bike network by outlining strategic considerations for the planning, design and delivery of the bike network as well as other initiatives to encourage and support more people to ride a bike. Creating better streets for everyone requires us to consider the desired outcomes and experiences of all street users instead of maintaining the way things are now. We need to be able to adapt to changes and community feedback and, to achieve this the strategy includes an Action Plan outlining projects to which limited council resources will be allocated.

The Action Plan will remain a dynamic document that adapts to community needs and expectations as the bike network expands. We appreciate the delivery of a safer connected bike network is a big task and whilst the Action Plan outlines major milestones, sother actions in the strategy will progress within existing organisational resources and as part of Council's ongoing work.

Implementation of the strategy will be embedded in Council's Integrated Planning and Reporting (IPR) Framework. All councils in NSW are required to develop a hierarchy of plans under this framework to help deliver the community's vision through long, medium and short-term plans. Outcomes will be specified in the Delivery Program, a four-year document aligning with the term of the elected Council, and each year priorities will be outlined in Council's one-year Operational Plan with reporting to Council and the community through the Quarterly Reporting process.

### Now

- No people
- Traffic congestion
- Pollution
- Frustration



### Future

- Safe for bikes and wheelchairs
- Pedestrians
- Trees and flowers
- Less cars



30

Cycling Strategy and Action Plan



For further information about  
cycling in the Inner West,  
visit [innerwest.nsw.gov.au/xxxxxxx](https://innerwest.nsw.gov.au/xxxxxxx)

**Item No:** C1022(1) Item 4

**Subject:** **CALLAN PARK-GREATER SYDNEY PARKLANDS CONSULTATION AND ENGAGEMENT FRAMEWORK AND THE CREATION OF COMMUNITY TRUST BOARDS**

**Prepared By:** Simone Plummer - Director Planning

**Authorised By:** Peter Gainsford - General Manager

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## RECOMMENDATION

**That:**

1. Council nominates a representative to represent the Inner West community on a future Trust Board for Callan Park until October 2024, in accordance with the Terms of the Reference;
  2. In selecting a nominee Council has regard to the Greater Sydney Parklands Draft Consultation and Engagement Framework that sets out the selection criteria, expectations of members and code of conduct;
  3. Details of the successful nominee be provided to Greater Sydney Parklands prior to 31 October 2022 at which time the opportunity for Council nominees closes; and
  4. The Callan Park Community Trustee Board Committee be included as one of Council's standing Committee's and included in the Standing Committee Representation report going forward.
- 

## DISCUSSION

The Greater Sydney Parklands Trust Act 2022 (the Act) was enacted on 1 July 2022. Greater Sydney Parklands includes:

- Centennial Parklands
- **Callan Park**
- Western Sydney Parklands
- Parramatta Park and;
- Fernhill Estate

Callan Park is the largest area of open space in the Inner West and one of the most iconic urban parklands in Sydney. The future management and embellishment of Callan Park is of critical interest to Council and the community. Callan Park is 61 hectares in size. The Greater Sydney Parklands manages Precinct 1 which equates to 38 hectares of the site (*refer to Fig 1.0*).

Fig 1.0 Management Zones Callan Park



The parklands are managed by the Greater Sydney Parkland Authority (**GSP**) of the NSW Government. The GSP has advised Council that it is moving forward with the enactment of two key legislative priorities being:

1. **Establishment of a Consultation and Engagement Framework for Greater Sydney Parklands**
2. **Formation of Community Trust Boards (for each of the five parkland areas)**

The Greater Sydney Parklands Draft Consultation and Engagement Strategy (The Strategy) encompasses the terms for the proposed Trust Board for Callan Park is at **Attachment 1**.

### Formation of Community Trust Boards

The Trust boards for each of the five listed parkland areas will be made up of seven community members and provide advice to Greater Sydney Parklands about park management and local community issues.

Key functions of the community trustee board include:

- Provide informed strategic advice to the GSPT Board on matters relating to Callan Park (*importantly the Callan Park community Trust board will also be a consultative body for the GSP Trust in relation to the development and review of a future of management for the parkland*)
- Advise, share information and facilitate partnerships that assist Greater Sydney Parklands to develop its plans and increase community connections
- Advocate on behalf of and promote understanding of the needs of and issues affecting the local community, ensuring inclusion and equity of access for community members
- Contribute local knowledge on relevant issues, emerging trends, opportunities and community needs

The Act provides for one Council nominated representative, as well as First Nations and heritage representatives on the community trustee board for Callan Park.

The Act specifies that each community trustee board will have seven members.

This includes:

- A member nominated by each relevant local Council as a community representative (Inner West Council for Callan Park).
- Six other members who apply by way of a public expression of interest process.
- All nominees may indicate an interest in the position of Chair.
- All seven will be appointed by the Minister for Infrastructure, Cities and Active Transport, including First Nations and heritage representatives.

The decision as to who Council will nominate as a community representative rests with Council.

### **Proposed Terms of Reference Selection Process Callan Park Community Trustee Board Membership**

The selection process for membership of the board has been established by the GSP and sets out criteria for those members appointed by the Greater Sydney Parklands.

Each community trustee board should

- Be representative of diversity including, for example, in relation to gender, age and cultural background
- Include representation for local First Nations peoples, and
- Include a representative who has experience or skills in heritage or heritage management.

Upon the appointment of a suitable Trust Board, the Minister will appoint a Chair of the community trustee board for Callan Park. Applicants seeking to be considered as a community trustee board Chair will be asked to indicate their interest and expertise when nominating. The Chair will be the key point of contact between the community trustee board and Greater Sydney Parklands.

### **Representatives nominated by council**

The Strategy stipulates that each board must incorporate representatives from local government, and that Inner West Council may nominate one board member as a community representative.

The first round of tenure for the board is for two years and thereafter the tenure or term of the board will be for five years.

The representative nominated by Council will be a full member of the community trustee board with associated rights.

### **Expectations on Board Members**

The board for Callan park will meet at least four times per year, and may consider urgent issues out of session by way of circulation of papers. The Framework sets out that a quorum for a meeting is a majority, secretariat support will be provided by the GSP and a summary report of the meeting is made publicly available.

**Timeline for Engagement**

The GSP launched stakeholder engagement, seeking input and feedback on the Draft Consultation and Engagement Framework in September 2022. The process included the promotion and opportunity for community members to register interest in becoming part of the community trustee board that will be established for Callan Park.

The community trustee board will be established by 1 January 2023, with a view to the first meeting being held in early 2023. Council needs to have selected a community nominated representative(s) by late October 2022 and have provided a recommendation on a suitable person(s) to the GSP Trust.

**FINANCIAL IMPLICATIONS**

Nil

**ATTACHMENTS**

1. [↓](#) Terms of Reference – Community Trustee Board for Callan Park



# Terms of Reference

Community trustee board for  
**Callan Park**

September 2022

Greater Sydney Parklands



## Contents

About these Terms of Reference	3
Community trustee board for Callan Park	3
Purpose of the community trustee board	3
Establishment	3
Responsibilities of the community trustee board	3
Responsibilities of the community trustee board Chair	4
Compliance obligations of the board	4
Community trustee board membership	5
Appointment of members	5
Terms of appointment	5
Resignations/terminations	5
Meeting arrangements	6
Support during meetings	6
Meeting frequency	6
Business outside of meetings	6
Attendees	6
Quorum	6
Publication of decisions	7
Conduct of members	7
Conflicts of interest	7
Communication with the media and third parties	7
Remuneration and allowances	7
Remuneration and out of pocket expenses	7
Review	8
Periodic reporting on performance	8
Board review	8
Review of Terms of Reference	8
Agreement	8



## About these Terms of Reference

The community trustee board Terms of Reference identify the membership, responsibilities, authority and operations of the Callan Park community trustee board as part of Greater Sydney Parklands and Transport for NSW (the Department).

## Community trustee board for Callan Park

### Purpose of the community trustee board

The community trustee board has been established to provide advice and recommendations to the Greater Sydney Parklands Trust (GSPT) in relation to the trust lands.

The role of the board is to provide advice, input and recommendations to support the GSPT Board in decision making and actions, in alignment with Greater Sydney Parklands' Consultation and Engagement Framework. As per the *Greater Sydney Parklands Trust Act 2022* (the Act), community trustee boards do not have delegation or decision making powers.

In performing this role, the community trustee board will:

- Provide informed strategic advice to the GSPT Board on matters relating to Callan Park
- Advise, share information and facilitate partnerships that assist Greater Sydney Parklands to develop its plans and increase community connections
- Advocate on behalf of and promote understanding of the needs of and issues affecting the local community, ensuring inclusion and equity of access for community members
- Contribute local knowledge on relevant issues, emerging trends, opportunities and community needs.

## Establishment

The community trustee board for Callan Park has been established by legislation under the Act.

The community trustee board will be established by 1 January 2023, with a view to the first meeting being held in early 2023.

### Responsibilities of the community trustee board

In accordance with section 39 of the Act, the community trustee board for Callan Park has the following responsibilities:

- Provide advice and assistance to the Trust in the development and review of the plan of management for Callan Park and approve the plan of management for the parkland
- Provide advice to the Trust about proposed new or modified services and facilities for Callan Park, including priorities for investment
- Stay informed about current visitor and local community issues relating to the parkland and provide advice to the GSPT Board about the issues
- Be a consultative body for the Trust and the associated Trust for Callan Park in relation to—
  - the development and review of the plan of management for the parkland
  - matters of local relevance to the parkland, including the protection and use of Callan Park and the business, leasing and other activities carried out on, or to be carried out on the parkland, and
- Any other function given to community trustee boards by the Trust under this Act or another Act.



## Responsibilities of the community trustee board Chair

The Chair of the community trustee board for Callan Park will be a board member appointed to the role by the Minister. Applicants seeking to be considered as a community trustee board Chair will be asked to indicate their interest and expertise when nominating. The Chair will be the key point of contact between the community trustee board and Greater Sydney Parklands.

The community trustee board Chair is expected to:

- Personally chair all community trustee board meetings
- Ensure that all matters dealt with by the community trustee board are consistent with the purpose of the community trustee board
- Be independent and impartial with respect to all community trustee board members
- Create an atmosphere of open and constructive participation within the community trustee board
- Actively work with community trustee board members to try and resolve any disputes that may arise during conduct of board activities
- Ensure confidential matters handled by the community trustee board are kept confidential, in accordance with the Code of Conduct
- Liaise with Greater Sydney Parklands to develop the agenda and key discussion items for meetings
- Advise Greater Sydney Parklands as soon as possible of any potential or actual conflict of interest that may affect their ability to fulfil their role as Chair
- Ensure community trustee board members comply with the Code of Conduct, notify any member who does not comply with the Code and refer any matters of concern to Greater Sydney Parklands through the Secretariat Officer
- Oversee the community trustee board's annual self-review and report any concerns to Greater Sydney Parklands through the Secretariat Officer
- Review and approve summary reports from community trustee board meetings for publication on the relevant Greater Sydney Parklands webpage within 14 days of the meeting
- Liaise with GSP staff as required to assist the board to exercise its functions including to arrange their attendance at community trustee board meetings to provide information and respond to queries from members
- If there is an information access application relating to the community trustee board, liaise with the agency and/or Department's GIIPA Unit and the board about the appropriate response.

## Compliance obligations of the board

The following instruments give rise to obligations with which the community trustee board for Callan Park must comply:

- *Greater Sydney Parklands Trust Act 2022*
- Greater Sydney Parklands' Consultation and Engagement Framework.

The following activities and actions will be undertaken to ensure compliance obligations are met:

- Four meetings of the community trustee board will be held each year
- Summary reports will be produced as part of each meeting.

To provide reasonable assurance to the Minister that compliance obligations are met, the GSPT Board will provide annual reports:

- An attestation statement will be co-signed by the Chair of the GSPT Board and Chair of the community trustee board.

## Community trustee board membership

The community trustee board for Callan Park shall be comprised of the following seven positions:

- A member nominated by the relevant local council (i.e. Inner West Council) as a community representative
- Six other members appointed by the Minister on the advice of the Trust

Membership criteria:

- The person has sound knowledge of Callan Park including the activities carried out in the parkland
- The person is able to communicate effectively with local residents, local community groups and other persons who use the parkland
- The overall membership of the board will be reflective of the broad range of views and interests of the community and persons who use Callan Park, and must have regard to the need for the board to:
  - be representative of diversity including, for example, in relation to gender, age and cultural background
  - include representation for local First Nations peoples, and
  - include a representative who has experience or skills in heritage or heritage management.

### Appointment of members

Members are selected by a panel following an Expression of Interest process and appointed by the Minister, in accordance with the approved Consultation and Engagement Framework, on the recommendation of the Trust. The Minister appoints the Chair to the community trustee board for Callan Park, noting that the Chair must have the demonstrated skills and experience to fulfil their role which includes running meetings, communicating effectively and providing recommendations. Further details of the role and function of the Chair are provided in the accompanying Code of Conduct.

The Minister may reappoint the Chair and members of the community trustee board for Callan Park to serve one additional term only.

### Terms of appointment

#### How long is membership for?

A community trustee board member holds office for a period not exceeding five years. Members will be appointed for two years in the first instance.

Members are eligible (if otherwise qualified) for re-appointment. However, a member cannot hold office for more than two consecutive terms.

Terms of individual members may be staggered to support board continuity and knowledge exchange.

#### What happens when new members are appointed?

Once appointed, members will be provided with appropriate documentation as part of a process of onboarding and induction. Each member must acknowledge in writing their acceptance of these documents and declare any conflicts of interest before commencing as a board member.

### Resignations/terminations

The Minister may remove an appointed community trustee board member or the Chair at any time.

A member may be removed prior to the expiry of their term if:

- The member cannot commit adequate time to their role
- There has been a disagreement with other members that cannot be resolved
- There is a conflict of interest that cannot be mitigated
- The member no longer meets the membership criteria
- The member has failed to attend an adequate number of meetings without providing an apology or valid reason (i.e. is absent from three consecutive meetings of the board)
- The member breached the community trustee board's Code of Conduct.



## Meeting arrangements

### Support during meetings

All records, including the agenda, outcomes and any reports or recommendations, will be prepared and kept by the officer responsible for secretariat support.

The secretariat will coordinate with Greater Sydney Parklands and the Chair of the community trustee board as appropriate to draft and prepare the agenda for each board meeting. Agendas will be circulated to members one week prior to the meeting.

The secretariat support must also coordinate with the Chair of the board to ensure that the summary report of the meeting is promptly finalised, signed by the Chair, and distributed to members for confirmation as soon as is practicable after each meeting.

The summary report of the previous meeting should also be tabled at the next board meeting for approval.

### Meeting frequency

The community trustee board for Callan Park will meet at least four times per year.

A notice of each meeting confirming the date, time, venue and agenda will be sent to each member of the community trustee board as soon as practicable prior to the meeting date. Meeting dates for the full calendar year are set in advance to enable members to schedule meetings.

Board meetings may be held in a range of formats, including online using the relevant technology as agreed to by majority of members of the community trustee board, in order to provide flexibility and accessibility for members.

### Business outside of meetings

The community trustee board for Callan Park may, for urgent issues, consider a matter out-of-session by the circulation of papers among all the members. The resolution is to be approved in writing by a majority of members.

Matters decided by a community trustee board out-of-session must be noted by the board at the next formal meeting and be recorded in the summary report of that meeting.

### Attendees

The community trustee board for Callan Park may grant permission for non-member attendees to be present on the recommendation of the GSPT Board.

NSW Government MPs are welcomed and encouraged to attend meetings; however, they are not eligible to propose motions or vote on recommendations.

The persons nominated by relevant local councils (i.e. Inner West Council) as community representatives, but not chosen by the Minister, may attend meetings of the board but are not members of the board, and are not entitled to participate or vote at a meeting of the board.

### Quorum

The quorum for a meeting of the board requires the following conditions to be met:

- Although not a decision-making body, a quorum is required for recommendations
- The quorum for a meeting of the community trustee board is a majority of its members.



## Publication of decisions

The confirmed summary report of the meeting will be made publicly available. The summary report, including actions and recommendations, will be published on Greater Sydney Parklands' or the relevant parkland webpage within 14 days of each meeting, referred to the GSPT Board and circulated to members.

If Greater Sydney Parklands provides secretariat support and holds documents of the community trustee board, those documents may be subject to an information access application under the Government Information (Public Access) Act 2009 (GIPA Act). If there is an information access application relating to the board, the agency and/or Department's GIPA Unit will liaise with the board about the appropriate response.

Please note that the Department is the decision maker in relation to GIPA applications made to it for documents it holds even though those documents that relate to the work of the community trustee board.

## Conduct of members

The community trustee board will abide by the board Code of Conduct.

### Conflicts of interest

Conflicts of interest must be disclosed and dealt with by the community trustee board for Callan Park in a transparent way and in accordance with Departmental policy.

A conflict of interest arises in relation to a person's duties as a member of the community trustee board, if for example:

- The member has interests which could improperly influence the performance of his or her responsibilities as a board member
- There is the potential for a board member to personally benefit or provide benefits to associates from access to non-public information, or the results of non-public discussions, or decision-making processes.

### Communication with the media and third parties

Views that are publicly expressed by a community trustee board member may be perceived or construed by the broader community as those of the community trustee board for Callan Park, Greater Sydney Parklands and/or the Department. Community trustee board members may speak to the media about their own views but must not purport to represent Greater Sydney Parklands.

Any requests from the media to a community trustee board member or Chair should be forwarded to Greater Sydney Parklands' Director Community, Engagement and Partnerships who will liaise with the Chair regarding the media request.

General correspondence and enquiries should be made through the Secretariat Officer.

Submissions to the community trustee board for Callan Park must be addressed to the Chair.

The Chief Executive is the designated media spokesperson for Greater Sydney Parklands.

## Remuneration and allowances

### Remuneration and out of pocket expenses

In line with the Act, positions on the community trustee board for Callan Park are voluntary and not remunerated.

The Chair and members of community trustee board for Callan Park are not entitled to out of pocket expenses.



## Review

### Periodic reporting on performance

Unless otherwise provided for by the establishing legislation, the community trustee board for Callan Park will conduct an annual evaluation of its performance and self-evaluate its level of effectiveness. The evaluation framework will be prepared by the Secretariat and endorsed by the members. The evaluation report should identify:

- How the board or committee is delivering on its objectives including a summary of key activities undertaken during the period
- Meetings held during the period and attendance
- Current membership and any changes that have occurred during the period
- Risk management strategies
- Results of any reviews undertaken, and
- Ratification of the terms of reference and any subsequent amendments.

### Board review

Formal reviews are generally undertaken every five years. Greater Sydney Parklands must review the approved Consultation and Engagement Framework at least every five years, under the Act. An evaluation and review of the community trustee board's performance may be considered as part of this review.

A formal review of a community trustee board and its members may consider whether:

- The board is fulfilling its functions and objectives, its successes and the outcomes of its work in respect of its Terms of Reference and the legislation
- Delivery through the board is the most cost-effective approach
- The board has an appropriate number of members for the functions being performed
- Members have the appropriate mix of skills, experience, and diversity, and/or
- Individual members are fulfilling their responsibilities.

### Review of Terms of Reference

The Greater Sydney Parklands Trust Board will review the Terms of Reference annually to ensure they remain consistent with the community trustee board's objectives and responsibilities.

## Agreement

These terms of reference are agreed by the community trustee board for Callan Park as at / / [Insert Date] and remain in force until otherwise amended, replaced or voided.

Chair [Insert Name]:

Signature:

Date: / /

Callan Park

**Item No:** C1022(1) Item 5  
**Subject:** ADOPTION-HENSON PARK PLAN OF MANAGEMENT  
**Prepared By:** Aaron Callaghan - Parks and Recreation Planning Manager  
**Authorised By:** Simone Plummer - Director Planning

## RECOMMENDATION

**That Council adopt the Plan of Management for Henson Park (Attachment 1) noting the amendments which have been made to the Plan of Management as outlined in this report.**

## DISCUSSION

A Plan of Management for Henson Park was originally adopted by Council 20<sup>th</sup> July 2021. At its Ordinary Council meeting on Tuesday 9<sup>th</sup> August 2022, Council resolved to amend and re-exhibit a Plan of Management for Henson Park. Amendments and re-exhibition of the Plan of Management was undertaken to ensure that the provisions around leases and licenses contained within the plan are robust and provide future security of tenure for key community sporting stakeholders. This has been achieved by amending the Plan of Management to expressly authorise Council the authority to grant leases and licenses for Henson Park, for the purposes and uses which are identified or consistent with the use of the park as a sporting and recreational precinct. The amendments also permit the authorisation of future works including capital upgrades to the King George V Memorial Grandstand.

### Amy Street Footpath

As part of the amendment and re-exhibition process, Council also clarified the safeguarding of the Amy Street Footpath by noting in the revised Plan that the footpath would be retained for public access and that the existing fence line will not be removed, but will be upgraded and that the pathway will remain open for community access needs (*including on ticketed game days*). This amendment is reflected on Page 74 of the amended Plan of Management for Henson Park (**Attachment 1**).

### Exhibition of the Plan of Management

As pursuant to Section 38(2&3) of the Local Government Act 1993, Council exhibited the Amended Plan of Management for a period of 42-days for public submissions. The public submission period was open from the 10<sup>th</sup> August through to 22<sup>nd</sup> September 2022.

Council received a total of three submissions. None of the public submissions received related to the amendments which were proposed by Council. The submissions received along with the Council officer response are summarised in Table 1.0 . A community engagement outcomes report associated with the community exhibition and submission process is provided with this report (**Attachment 2**).

**Table 1.0 Public Submissions Henson Park Plan of Management Re-Exhibition**

Number #	Submission Detail	Support/Non-Support	Council officer Response
1	<b>Noise Concerns</b>  Could you please turn the horn down during games? The sound is	<b>Non Support</b>	This submission is an operational matter and does not relate to the amendments made by Council to the Plan of

	extremely irritating and it goes all day and for the whole weekend sometimes. In real world, some of us work night shifts and it would be grateful appreciated if you could take this into consideration.		<p>Management.</p> <p>The horn is used by rugby league and AFL to signal the start and finish of playing periods. This is the practice at all games.</p> <p>Council officers will request that the volume of the Horn is reviewed.</p>
<b>2</b>	<p><b>Environmental Impacts</b></p> <p>I see nothing addressing this from the Statement of Environmental effects: DRM considered that that the site contains contamination that could pose an unacceptable risk to human health and that further assessment and appropriate remediation is required to render the site suitable for ongoing use as Open Space Recreational land use.</p>	<b>No</b>	<p>This submission does not relate to the amendments made by Council to the Plan of Management.</p> <p>Environmental management of the park during any approved construction works is subject to the conditions of Development Consent.</p>
<b>3</b>	<b>No commentary</b>	<b>Yes</b>	Support noted.

## FINANCIAL IMPLICATIONS

Nil

## ATTACHMENTS

1. [Henson Park Plan of Management](#)
2. [Engagement Outcomes Report](#)



Attachment 1  
**PLAN OF MANAGEMENT + MASTER PLAN**

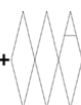
HENSON PARK

SEPTEMBER 2022

REVISION 1



Welsh+  
Major



## FURTHER INFORMATION

Welsh & Major  
[mail@welshmajor.com](mailto:mail@welshmajor.com)

Inner West Council  
2-14 Fisher St  
Petersham NSW 2049  
T (02) 9392 5000  
[www.innerwest.nsw.gov.au](http://www.innerwest.nsw.gov.au)

Front cover image: View towards Woodland Street entry gates  
Photography by Welsh + Major

Page 1

## Contents

	Document Control	3
	Introduction + Executive Summary	4
1.0	Context Overview	6
	Regional Context	8
	Review of Corporate Objectives + Existing Policy	10
2.0	Categorisation + Ownership	18
	Land to which this Plan applies	20
	Council Land Categorisation	22
3.0	Leases + Licences	24
4.0	Statutory Conditions + Legislation	29
5.0	Deleted	-
6.0	Master Plan	33
	<b>Appendix</b>	
A	Site Analysis	44
B	Community Engagement	83
C	Grandstand Proposal	93
	(prepared by Crawford Architects)	
D	A3 Master Plan	112
E	Materials + Planting Palette	113
	(prepared by Emily Simpson Landscape Architect)	

## Document Control

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DATE:	REVISION NO:	REVISION DETAILS:	APPROVED:
04/03/20	-	Draft issue for client review	DW
06/04/20	A	Updated to reflect client comments Draft issue for client review	DW
29/06/20	B	Updated to reflect client comments Draft issue for client review / exhibition	DW
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22/07/22	G	Page numbering updated. Section 3 amended, Section 5 deleted.	DW
25/07/22	H	Amy St Gates scope amended	DW
27/09/22	i	Additional information added to Site Analysis Re: Amy St Gates (P74)	DW

## Introduction + Executive Summary

Inner West Council have produced a Plan of Management priority list identifying which open spaces within the Inner West LGA are in greatest need of review.

In 2019, Welsh + Major Architects were engaged by Inner West Council to develop Plans of Management and accompanying Master Plans for the seven top priority parks.

This document contains a Plan of Management and Master Plan for Henson Park. Henson Park is located in Marrickville, with entries via Sydenham Road and at the termination of Centennial, Woodland and Amy Street. It's boundaries are shared with residential properties. It consists of 14.5 acres (6 hectares), making it one of the larger parks within in the LGA.

The Plan of Management applies to land known as Henson Park which is owned by inner West Council.

### Plan of Management

The Plan of Management [POM] is a guiding framework which directs the future vision, planning, management and use of the park. It will be used to inform the development of the park over the next ten years.

### Review of this plan

The Henson Park Plan of Management is to be reviewed in ten years to ensure it aligns with Council's operational plans and objectives.

### Master Plan

The Master Plan is a design report outlining the actions required for improvement, intended to guide the physical upgrade of the site over the next ten years. It does this by suggesting how the strategies set out in the Plan of Management can be translated into site specific gestures for application to the park.

### How to use this document

Development of the POM and Master Plan involved some overlap of research and analysis. As such the POM and Master Plan were undertaken simultaneously, and are presented together within the same document.

The site has been considered and designed as a whole, but for ease and clarity within this document it has been presented as four zones. Developing the Plan of Management and Master Plan involved the following processes:

- Policy review identifying the opportunities and constraints presented by national and local government initiatives.
- Demographic review identifying the local community profile.
- Review of site ownership and legal categorisation.
- Identification of applicable statutory conditions and legislation.
- Undertaking a detailed site analysis
- Undertaking Community Engagement through drop in sessions and online survey.
- Analysis of the outcomes of the Context Review, Site Analysis and Community Engagement Outcomes to develop Key Objectives and Strategies for management and action.
- Application of the physical strategies onto the Draft Master Plan.
- Appendix F NSW ALF and Newtons Jets King George Grandstand and Scoreboard Building

Key features of the Master Plan:

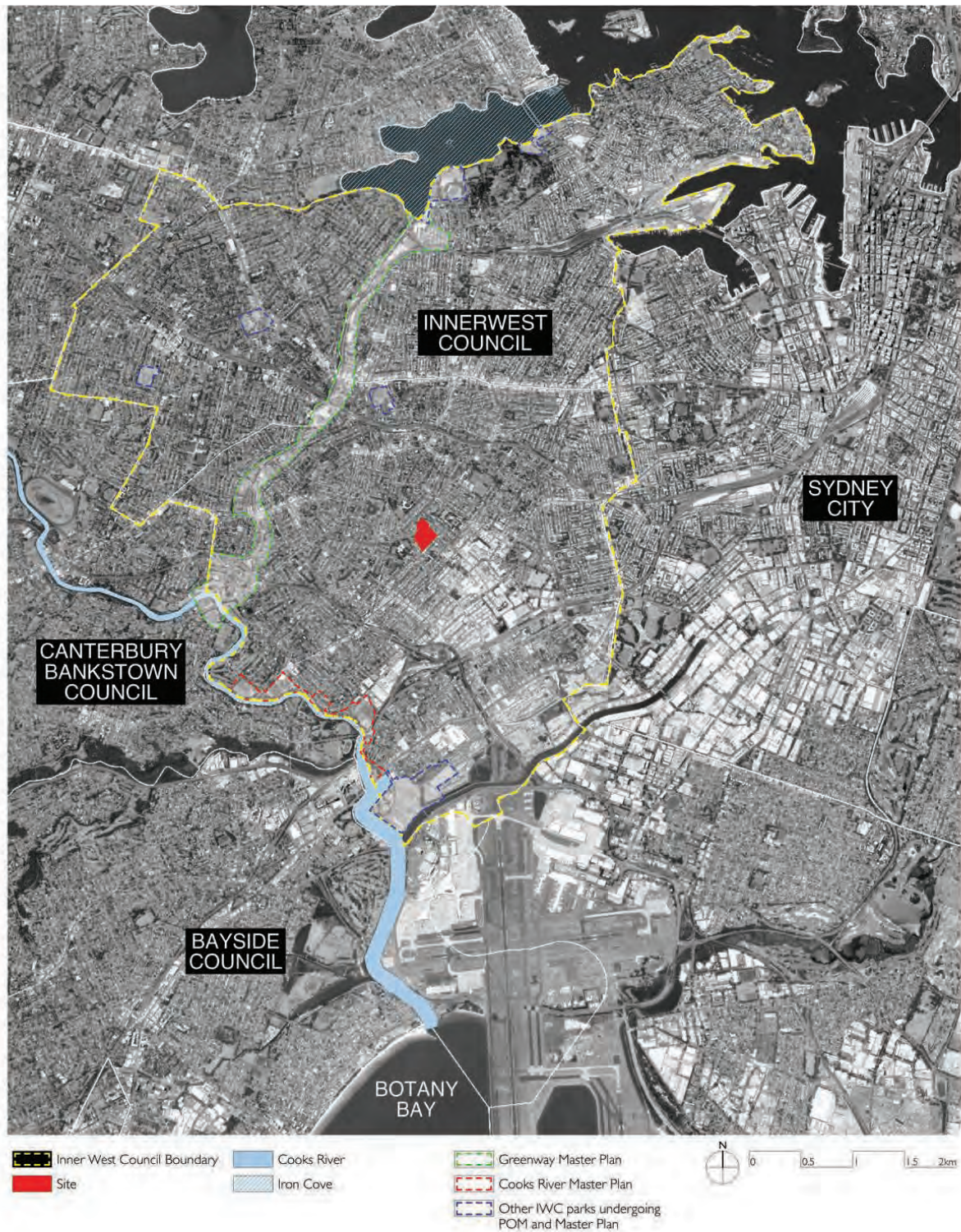
- Centennial Street entry restored and rationalised to reduce pedestrian and vehicle conflicts. New vehicle entry gates for servicing and game day parking.
- Building and sporting infrastructure upgrades to improve the spectator experience, and provide facilities to suit all user groups.
- Shaded fitness area
- Parking area and entry rationalised, landscaped and made safe.
- Biofilter planting, and where appropriate raingardens and bioswales to manage stormwater run-off
- New pedestrian friendly and accessible tennis club forecourt
- Amy Street entry upgraded. New entry gates and fencing, signage and waste disposal.
- Passive recreation upgrades including new seating and trees for shade and habitat.
- New formal pathway linking the tennis club, grandstand, and Centennial, Amy and Woodland Street entries
- Amenities and kiosk upgraded, first floor refurbished. New scoreboard, hardstand, water fountain and landscaping.
- Upgraded Woodland Street entry with restored gatehouse, hardstand, signage, bike racks and waste disposal facilities.
- Large capacity water tanks partially embedded in the grassy slopes to form sculptural seating platforms, and assist with sporting ground maintenance.
- Community garden area with raised planters and informal edge seating
- Multi-purpose hardstand areas to support a greater range of activities.
- Continuous perimeter circuit around sporting ground, separated from parking areas and lit for recreational use.
- New contemporary perimeter fencing around sporting ground. Installation to maximise the width of the perimeter circuit.
- Upgrades to improve natural playing surface, reduce maintenance and rationalise the AFL and NRL goalpost switching method..
- Existing road ways and junctions made safe, parking spaces formalised, vehicle access restricted to grandstand area and Centennial Street.
- Sydenham Road entry upgraded to create a pedestrian friendly and inviting gateway.



View across the sporting ground to the grandstand. Photography by Welsh + Major Architects.

## I.0 Context Overview





## I.0 Context Overview

### REGIONAL CONTEXT

#### Inner West Council

The Inner West Council area is located five kilometres west of the Sydney Central Business District (CBD)

The council areas of Ashfield, Leichhardt and Marrickville were amalgamated pursuant to proclamation in May 2016, to become 'Inner West Council'.

Inner West Council has five wards: Ashfield, Balmain, Leichhardt, Marrickville, and Stanmore.

The Inner West Council has a resident population of 192,000 people, and spans 36km<sup>2</sup> from the banks of Parramatta River at Birchgrove in the north east, to the Cooks River at Dulwich Hill in the south west

There are 269 parks and reserves including playgrounds and sports grounds in the Inner West Local Government Area (LGA).

These include 31 Crown Reserves managed by Council and 238 Council owned parks and reserves.

#### Existing Recreation Needs and Future Projections

A recreational needs study, titled 'Recreation Needs Study - A Healthier Inner West' commissioned by Inner West Council in 2018 provided an analysis of the existing parklands within the LGA, including their current and predicted usage.

The community is expected to grow with an additional 49,000 residents projected by the year 2036. If new open space is not provided the amount of open space per person will decline from 13.3m<sup>2</sup> to 10.6m<sup>2</sup> per person within this timeframe.

Population growth will also result in additional pressure on current sporting and recreational facilities, and it is anticipated that additional facilities will be needed, and that current facilities will be required to intensify their usage to meet demand.

Based on industry benchmarks, by 2026 there will be a total gap of:

- 8 summer sporting grounds
- 8 winter sporting grounds
- 6 indoor (multipurpose) courts
- 14 outdoor (multipurpose) courts
- 1 indoor leisure centre (dry)
- 1 indoor leisure centre (aquatic)
- 1 skate park/facility.



#### INNER WEST PARTICIPATION

Community engagement completed for this study investigated recreation participation in the Inner West. Local participation in recreation broadly corresponds to national and State participation trends - walking is the most popular activity at a local, State and national level.

Across the spectrum of recreation activities, people participated most often in "active recreation" activities, with 80% of survey respondents participating at least weekly.

This was followed by personal fitness with 66% of people participating at least weekly.

In total, 4.5% of people engaged did not participate regularly (at least weekly) in recreation (of any kind), and an additional 1.4% participated regularly in "passive recreation," but not any other kind of recreation.

Figure 4 shows the most popular recreation activities across all community engagement types.



Figure 4 - Most popular recreation activities identified through community engagement completed for the Inner West Recreation Needs Study (Source: Cred Consulting, 2018)

#### POPULAR INNER WEST PLACES FOR RECREATION

The most popular recreation spaces in the Inner West identified through a range of consultation activities were:

- Footpaths, streets, and town centres.
- Cycle paths
- Bay Run
- Cooks River foreshore path
- Leichhardt Park Aquatic Centre
- Annette Kellerman Aquatic Centre
- The GreenWay
- Steel Park
- Private gyms
- Hawthorne Canal/Richard Murden Reserve
- Enmore Park, and
- Ashfield Park.

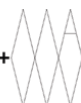
Key differences between different groups were that:

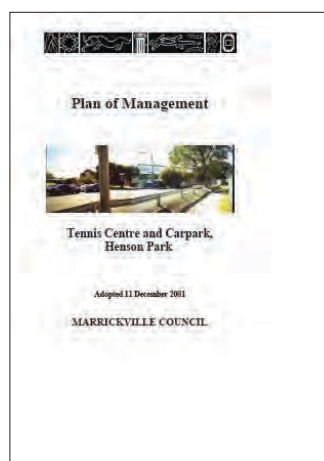
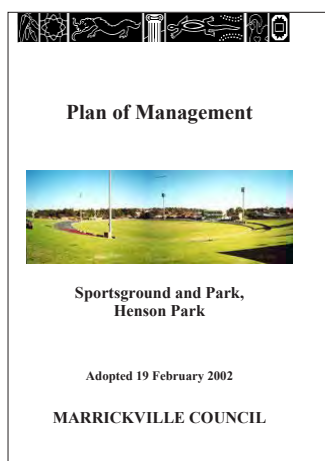
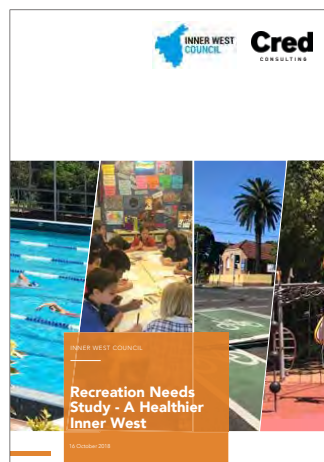
- Females used children's playgrounds, aquatic centres, and footpaths more often, while males used cycle paths, sporting fields and courts, and the Greenway more often than females.
- People who speak a language other than English at home used all facilities less regularly than the general community.

The most common types of facility that people visited for recreation in the Inner West were:



Figure 5 - Most common types of facility that people used for recreation in the Inner West identified through community engagement completed for the Inner West Recreation Needs Study (Source: Cred Consulting, 2018)





## I.0 Context Overview

### REVIEW OF CORPORATE OBJECTIVES + EXISTING POLICY

#### Our Inner West 2036; A community strategic plan for the Inner West community

*Inner West Council, draft endorsed by council 06/2018*

This plan identifies the community's vision for the future, outlines long term goals, strategies to get there and how to measure progress towards that vision. It guides all of Council's plans, policies and budgets.

The strategic directions set out are:

- 1 - An ecologically Sustainable Inner West
- 2 - Unique, liveable, networked neighbourhoods
- 3 - Creative communities and a strong economy
- 4 - Caring, happy, healthy communities
- 5 - Progressive local leadership

Among the stated aims, those which apply directly to the regeneration of public parkland are to increase community satisfaction with: green infrastructure, the total area of habitat for wildlife managed under bush-care programs, protection of the natural environment, safety of public spaces, cycleways, maintaining footpaths, aquatic and recreation centres, availability of sporting grounds and facilities and walk-able open space. [Also aligns with State and District Plans]

#### Henson Park Tennis Centre and Carpark - Plan of Management

#### & Henson Park Sportsground and Park - Plan of Management

*by and for Marrickville Council, adopted 2001/2002*

The plans identify Henson Park as one of 12 Significant Area Parks in the former Marrickville LGA and were prepared as part of a Plan of Management for Significant Area Parks.

Although completed in the early 2000's, many of items that were flagged in the plans are still applicable. These include the poor condition of boundary fencing, tennis court playing surfaces, and the eastern amenities/scoreboard building- identified for demolition in the parks work program. Other items with continued relevance include the provision of safe night access, signage in community languages, promoting community awareness of the park and heritage aspects, ensuring physical access for all community members, tree planting, providing up to date facilities and developing a consistent treatment to all elements in the park.

#### Recreation needs study - A healthier Inner West

*Cred Consulting for Inner West Council, published 10/ 2018*

Analysis of the current and projected recreation needs of the Inner West community, with a view to both maintaining and improving social and mental health as the population of the Inner West Council (IWC) area continues on its projected path of growth and change.

The study identified that the IWC area lacked sufficient public open space for the growing population. It outlines a strategic 'action' framework and explores how this framework could be applied.

The study highlighted Henson Park as one of few large public parks within the IWC area, and emphasises the need to maximise the recreational use of the site.

## OUR INNER WEST 2036 - COMMUNITY STRATEGIC PLAN

Outcomes	Strategies	Outcomes	Strategies
<b>1.1 The people and infrastructure of Inner West contribute positively to the environment and tackling climate change</b>	<ol style="list-style-type: none"> <li>1. Provide the support needed for people to live sustainably</li> <li>2. Reduce urban heat and manage its impact</li> <li>3. Create spaces for growing food</li> <li>4. Develop planning controls to provide ecosystem services*</li> <li>5. Provide green infrastructure that supports increased ecosystem services*</li> </ol>	<b>2.1 Development is designed for sustainability and makes life better</b>	<ol style="list-style-type: none"> <li>1. Pursue integrated planning and urban design across public and private spaces to suit community needs</li> <li>2. Identify and pursue innovative and creative solutions to complex urban planning and transport issues</li> <li>3. Improve the quality, and investigate better access and use of existing community assets</li> <li>4. Develop planning controls that protect and support a sustainable environment and contribute to a zero emissions and zero waste community</li> </ol>
<b>1.2 Biodiversity is rich, with connected habitats for flora and fauna</b>	<ol style="list-style-type: none"> <li>1. Support people to connect with nature in Inner West</li> <li>2. Create new biodiversity corridors and an urban forest across Inner West</li> <li>3. Maintain and protect existing bushland sites for species richness and diversity</li> </ol>	<b>2.2 The unique character and heritage of neighbourhoods is retained and enhanced</b>	<ol style="list-style-type: none"> <li>1. Provide clear and consistent planning frameworks and processes that respect heritage and the distinct characters of urban villages</li> <li>2. Manage change with respect for place, community history and heritage</li> </ol>
<b>1.3 The community is water sensitive, with clean, swimmable waterways</b>	<ol style="list-style-type: none"> <li>1. Collaborate to make plans, designs and decisions that are water-sensitive</li> <li>2. Supply water from within Inner West catchments</li> </ol>	<b>2.3 Public spaces are high-quality, welcoming and enjoyable places, seamlessly connected with their surroundings</b>	<ol style="list-style-type: none"> <li>1. Plan and deliver public spaces that fulfil and support diverse community needs and life</li> <li>2. Ensure private spaces and developments contribute positively to their surrounding public spaces</li> <li>3. Advocate for and develop planning controls that retain and protect existing public and open spaces</li> </ol>
<b>1.4 Inner West is a zero emissions community that generates and owns clean energy</b>	<ol style="list-style-type: none"> <li>1. Support local adoption of clean renewable energy</li> <li>2. Develop a transport network that runs on clean renewable energy</li> </ol>	<b>2.4 Everyone has a roof over their head and a suitable place to call home</b>	<ol style="list-style-type: none"> <li>1. Ensure the expansion of social, community and affordable housing, distributed across Inner West, facilitated through proactive policies</li> <li>2. Encourage diversity of housing type, tenure and price in new developments</li> <li>3. Assist people who are homeless or sleeping rough</li> </ol>
<b>1.5 Inner West is a zero waste community with an active share economy</b>	<ol style="list-style-type: none"> <li>1. Support people to avoid waste, and reuse, repair recycle and share infrastructure</li> <li>2. Provide local reuse and recycling infrastructure</li> <li>3. Divert organic material from landfill</li> <li>4. Advocate for comprehensive Extended Producer Responsibility+</li> </ol>	<b>2.5 Public transport is reliable, accessible, connected and enjoyable</b>	<ol style="list-style-type: none"> <li>1. Advocate for improved public transport services to, through and around Inner West</li> <li>2. Advocate for, and provide, transport infrastructure that aligns to population growth</li> </ol>
		<b>2.6 People are walking, cycling and moving around Inner West with ease</b>	<ol style="list-style-type: none"> <li>1. Deliver integrated networks and infrastructure for transport and active travel</li> <li>2. Pursue innovation in planning and providing new transport options</li> <li>3. Ensure transport infrastructure is safe, connected and well-maintained</li> </ol>

## I.0 Context Overview

### REVIEW OF CORPORATE OBJECTIVES + EXISTING POLICY

Outcomes	Strategies	Outcomes	Strategies
<b>3.1 Creativity and culture are valued and celebrated</b>	<ol style="list-style-type: none"> <li>1. Grow Inner West's reputation as a leading creative and cultural hub, celebrating and supporting diverse creative industries and the arts</li> <li>2. Create opportunities for all members of the community to participate in arts and cultural activities</li> </ol>	<b>4.1 Everyone feels welcome and connected to the community</b>	<ol style="list-style-type: none"> <li>1. Foster inclusive communities where everyone can participate in community life</li> <li>2. Embrace, celebrate, respect and value difference by building awareness and appreciation of Inner West's diversity</li> <li>3. Empower and support vulnerable and disadvantaged community members to participate in community life</li> <li>4. Increase and promote awareness of the community's history and heritage</li> </ol>
<b>3.2 Inner West is the home of creative industries and services</b>	<ol style="list-style-type: none"> <li>1. Position Inner West as a place of excellence for creative industries and services and support them to thrive</li> <li>2. Facilitate links to programs and services to help businesses grow, innovate and improve their competitiveness</li> <li>3. Encourage the establishment of new enterprises in Inner West</li> <li>4. Facilitate the availability of affordable spaces for creative industries and services</li> </ol>	<b>4.2 The Aboriginal community is flourishing, and its culture and heritage continues to strengthen and enrich Inner West</b>	<ol style="list-style-type: none"> <li>1. Celebrate Aboriginal and Torres Strait Islander cultures and history</li> <li>2. Promote Aboriginal and Torres Strait Islander arts and businesses</li> <li>3. Acknowledge and support the rights of the Aboriginal community to self determination</li> <li>4. Actively engage Aboriginal people in the development of programs, policies and strategies</li> </ol>
<b>3.3 The local economy is thriving</b>	<ol style="list-style-type: none"> <li>1. Support business and industry to be socially and environmentally responsible</li> <li>2. Strengthen economic viability and connections beyond Inner West</li> <li>3. Promote Inner West as a great place to live, work, visit and invest in</li> </ol>	<b>4.3 The community is healthy and people have a sense of wellbeing</b>	<ol style="list-style-type: none"> <li>1. Provide the facilities, spaces and programs that support wellbeing and active and healthy communities</li> <li>2. Provide opportunities for people to participate in recreational activities they enjoy</li> </ol>
<b>3.4 Employment is diverse and accessible</b>	<ol style="list-style-type: none"> <li>1. Support local job creation by protecting industrial and employment lands</li> <li>2. Encourage social enterprises and businesses to grow local employment</li> </ol>	<b>4.4 People have access to the services and facilities they need at all stages of life</b>	<ol style="list-style-type: none"> <li>1. Plan and provide services and infrastructure for a changing and ageing population</li> <li>2. Ensure the community has access to a wide range of learning spaces, resources and activities</li> <li>3. Support children's education and care services to ensure a strong foundation for lifelong learning</li> </ol>
<b>3.5 Urban hubs and main streets are distinct and enjoyable places to shop, eat, socialise and be entertained</b>	<ol style="list-style-type: none"> <li>1. Promote unique, lively, safe and accessible urban hubs and main streets – day and night</li> <li>2. Enliven community life by delivering and supporting events, public art, cultural celebrations and entertainment</li> <li>3. Pursue a high standard of planning, urban design and development that supports urban centres</li> <li>4. Promote the diversity and quality of retail offerings and local products</li> </ol>	<b>Outcomes</b>	<b>Strategies</b>
		<b>5.1 People are well informed and actively engaged in local decision making and problem-solving</b>	<ol style="list-style-type: none"> <li>1. Support local democracy through transparent communication and inclusive participatory community engagement</li> </ol>
		<b>5.2 Partnerships and collaboration are valued and recognised as vital for community leadership and making positive changes</b>	<ol style="list-style-type: none"> <li>1. Support leadership and mentoring initiatives that build and strengthen the capacity of individuals, businesses and communities</li> <li>2. Support local capacity for advocacy</li> <li>3. Collaborate with partners to deliver positive outcomes for the community, economy and environment</li> </ol>
		<b>5.3 Government makes responsible decisions to manage finite resources in the best interest of current and future communities</b>	<ol style="list-style-type: none"> <li>1. Undertake visionary, integrated, long term planning and decision making, reflective of community needs and aspirations</li> <li>2. Ensure responsible, sustainable, ethical and open local government</li> <li>3. Deliver innovation, excellence, efficiency and effectiveness and probity in Council processes and services</li> </ol>



## RECREATIONAL NEEDS STUDY - A HEALTHIER INNER WEST

### Key Findings:

A number of findings about recreation within the Inner West are highlighted by the report. These include its benefits and its changing perception and role within society generally. These have assisted in providing a foundation for the strategies and objectives of this Plan of Management and Master Plan. A summary of the key findings includes;

- Participation in recreation brings significant health and social benefits to individuals, including mental health benefits and improved development outcomes for children and young people.
- Recreation provides benefits at the community level, supporting community cohesion and community development, and public health benefits.
- A majority of Australians participate in sport or other physical activities at least 3 times a week.
- Nationally, the most popular recreation activities include walking, fitness, swimming, cycling and running, and this is reflected by local participation trends in the Inner West.
- The major change in participation in recreation is a trend to more flexible and non-organised participation.
- Children have declining access to unsupervised participation in recreation activities, with Planet Ark estimating that only 35% of Australian children play outside every day, compared to 72% a generation ago.
- People with disability have lower levels of participation in recreation and are less likely to take part as a spectator.

### Community Engagement:

The study undertook extensive engagement with the community to determine both recreational participation within the inner west as well as comments and suggestions about the quality of public open space within the LGA. These findings in conjunction with community engagement carried out specifically for Henson Park form a body of information about the community's needs and desires for public open space which have informed this Plan of Management and Master Plan.

### Objectives:

The report found a number of opportunities for improving recreational spaces within the LGA through a needs and gaps analysis. These opportunities were grouped into broad themes. A number of these key opportunities which relate specifically to the scope of this Plan of Management and Master Plan have been summarised in this review.

NEED	OPPORTUNITIES
Increased quality of open space to optimise use, address demand and meet higher and more diverse needs	<ul style="list-style-type: none"> <li>• Multi-use, flexible open space that is designed to support sharing and reduce conflict between users</li> </ul>
Well maintained public toilets, water bubblers and bins in parks.	<ul style="list-style-type: none"> <li>• Extend the Marrickville Public Toilet Strategy recommendation that all residents and visitors be within 400m of a public toilet that is open during daylight hours throughout the LGA.</li> </ul>
Picnic and BBQ facilities, seating and shade for informal social gatherings, as well as informal grassed passive recreation areas.	<ul style="list-style-type: none"> <li>• Provide space for social gatherings outside of the home.</li> </ul>
New facilities in parks including: table tennis tables; outdoor gyms including for seniors, and hard surfaces with shelter for tai chi.	<ul style="list-style-type: none"> <li>• In particular local parks in high density areas to provide a variety of recreation opportunities for residents.</li> </ul>
Lighting and design of parks to increase feelings of safety. Improved lighting to support evening and night time use of sporting grounds and provide recreation opportunities after work hours	<ul style="list-style-type: none"> <li>• Lighting in parks for informal night time use eg at outdoor gyms, dog parks, running paths, large flat areas for informal sport and other sporting facilities.</li> </ul>
Improved waste management and maintenance in parks and sporting grounds.	<ul style="list-style-type: none"> <li>• Increased maintenance resourcing</li> <li>• Consider ongoing maintenance costs at the design stage of new/upgraded open space</li> <li>• Consultation with outdoors staff at the design stage to identify possible future maintenance issues, and</li> <li>• Self-cleaning BBQs.</li> </ul>

## I.0 Context Overview

### REVIEW OF CORPORATE OBJECTIVES + EXISTING POLICY

Improved sporting ground playing surfaces through upgrades to drainage, turf, soil.	<ul style="list-style-type: none"> <li>Current allocation data (Winter 2018 season) indicates that some sporting grounds are over capacity, but there is potential to increase the carrying capacity of the sporting ground through surface improvements</li> </ul>
Improving sporting building infrastructure, amenities blocks to increase usability and support safety, and support the participation of women and people with disability in sport. Spectator infrastructure, courts surfaces, lighting, allocation and booking processes.	<ul style="list-style-type: none"> <li>Upgrade sporting grounds throughout the LGA.</li> </ul>
Signage and wayfinding on cycle routes. Safer shared paths, and/or separate bike/pedestrian paths.	<ul style="list-style-type: none"> <li>Review throughout the LGA.</li> </ul>
Cycling infrastructure including end of trip facilities and bike parking.	<ul style="list-style-type: none"> <li>Cycling infrastructure at connections to public transport and recreation facilities.</li> </ul>
Play spaces for older children / young people; Play opportunities for other age groups and abilities.	<ul style="list-style-type: none"> <li>Play for older children such as basket swings, trampolines, climbing walls, monkey bars, flying foxes</li> <li>Innovative play spaces such as nature play, and adventure/junk play.</li> <li>Include inclusive play equipment in all playgrounds, rather than only in some dedicated inclusive playgrounds.</li> </ul>
Increased access to recreation opportunities for older people.	<ul style="list-style-type: none"> <li>Footpath improvements, bushcare programs,</li> <li>More affordable recreation opportunities for older people</li> <li>Support with transport to recreation opportunities.</li> </ul>
Informal, flexible and social recreation opportunities that cater to a time-poor population.	<ul style="list-style-type: none"> <li>Improved lighting on streets and in parks to enable night time use including for organised and informal activities</li> <li>Encourage recreation providers (e.g. sports clubs, fitness providers) to provide recreation opportunities in the evening eg social versions of sport</li> </ul>
Inclusive recreation opportunities for people with disability including organised sport.	<ul style="list-style-type: none"> <li>Prioritise accessibility in the upgrades of recreation facilities and parks, for example in new amenities buildings.</li> <li>Audit of Council's recreation facilities and parks and whether they are accessible.</li> </ul>
Inclusive recreation opportunities for people from the LGBTQI+ community	<ul style="list-style-type: none"> <li>Welcoming change and bathroom amenities for gender diverse people.</li> </ul>
Inclusive recreation opportunities for people from culturally and linguistically diverse backgrounds.	<ul style="list-style-type: none"> <li>Recreation opportunities located close to public transport and promoted in community languages</li> <li>Recreation programs targeting people from culturally and linguistically diverse backgrounds</li> <li>Recreation opportunities that reflect popular activities (eg informal sports, badminton, volleyball, table tennis, basketball, Tai Chi), and</li> <li>Working with sporting clubs to support inclusiveness and increased participation.</li> </ul>
New off leash dog parks, including dog swimming and water play; Ongoing provision and maintenance of existing dog off leash areas; Managing and preventing conflicts between users of parks, particularly children and dogs.	<ul style="list-style-type: none"> <li>Clarity in signage to enable regulation and enforcement.</li> <li>Design of parks and playgrounds to minimise conflict e.g. planting borders 10m from playgrounds to identify dog free areas.</li> </ul>

## DOG OFF-LEASH AREAS



## I.0 Context Overview

### REVIEW OF CORPORATE OBJECTIVES + EXISTING POLICY

#### Dog Exercise Areas within Henson Park

The use of Henson Park for dog walking is encouraged and recognised by council as creating a positive sense of community if conducted in a responsible manner. Dog walkers must ensure their dog is under effective control at all times and does not become a nuisance or impede on the enjoyment of other park users. Dog walkers must clean up and properly dispose their dog's faeces. Although the majority of dog owners are responsible, uncollected faeces in the off-leash area make the park experience less enjoyable.

Currently there are concerns about wear and tear in the dog exercise area. Degradation of the hill and its impact on the amenity of the park generally is of concern.

Signage directly within this area reminding owners of their responsibilities and of the need to watch their dogs could be beneficial. Current signage locations and areas for on and off leash dog exercise are indicated by the map adjacent.

#### Dog On-Leash Areas

- Dogs are permitted to be on-leash in the grandstand, tennis club and parking areas, in addition to the perimeter track around the sporting ground. Care should be taken to ensure compliance around the grandstand and parking areas.

#### Dog Off-Leash Areas

- Off-leash dog exercise is generally permitted on the grassed parkland areas. The only exception to this is during official matches, where dogs are required to be kept on-leash.

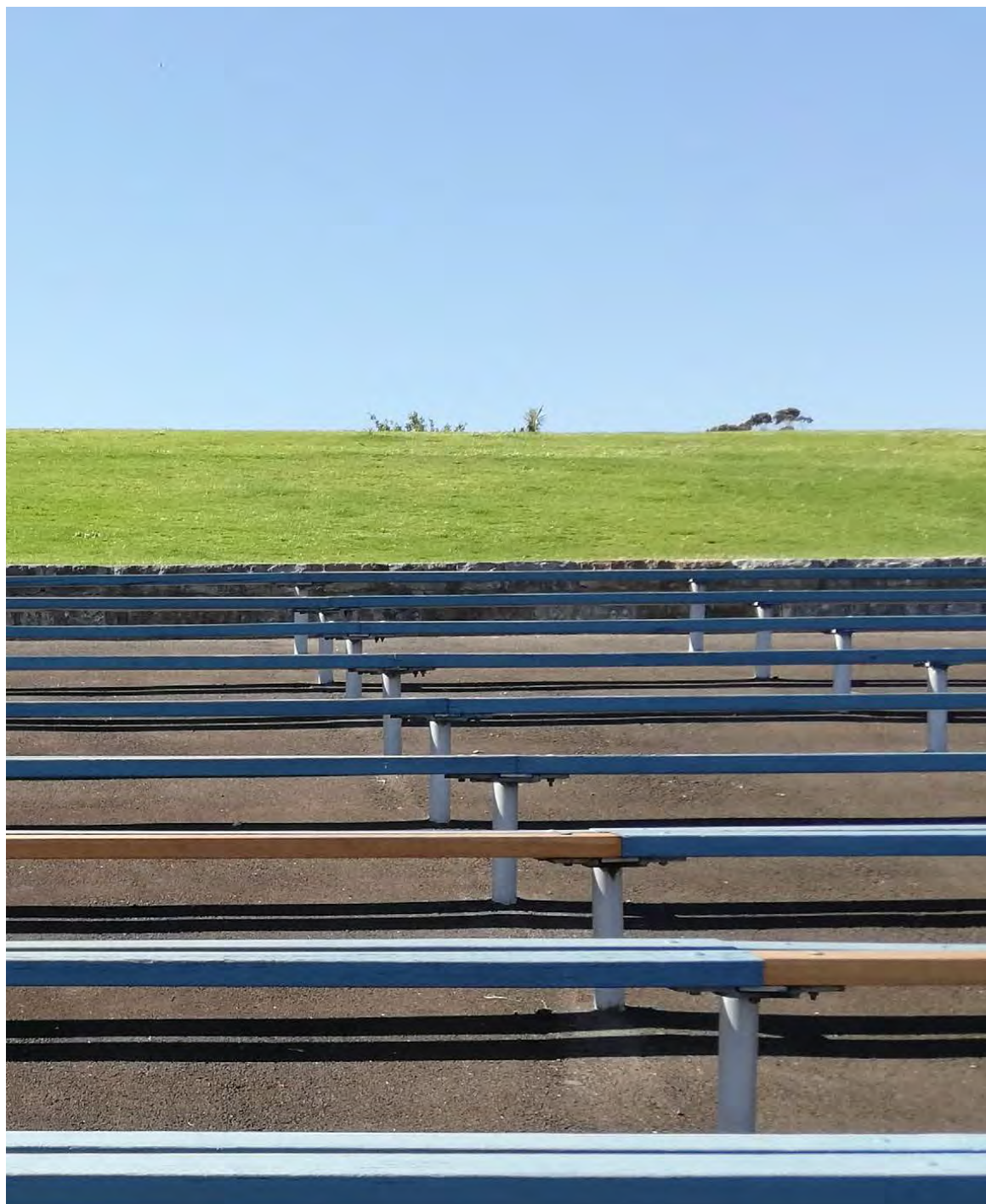
#### Dogs Prohibited

- Dogs are prohibited on the tennis courts and the playing surface of the sporting ground.



Looking across seats to grassy slopes beyond. Photography by Welsh + Major Architects.

## 2.0 Categorisation + Ownership





## 2.0 Categorisation + Ownership

### LAND TO WHICH THIS PLAN APPLIES

The plan refers to Henson Park which is located in Marrickville. Henson Park has entries via Sydenham Road and at the termination of Centennial, Woodland and Amy Street. It consists of 14.5 acres (6 hectares), making it one of the larger parks within in the LGA.

The park sits in a pocket of lower density housing, and shares it's boundaries with residential properties and the Amy Street playground.

Henson Park is located on the site of a former brickworks, as is reflected in it's landform. The park was officially opened in 1933, after the brickpits were drained and infilled. The upper edges of one of the infilled brickpits creates a sheltered hollow around the sporting ground.

Prior to European settlement the local area was inhabited by the Cadigal and Wangal people of the Eora Nation, and was the food source and core habitat for their social gatherings. Aboriginal heritage items have been identified within the LGA.

#### Owner of this land

Henson Park occupies land owned and managed by the Inner West Council.

At the time of writing, Marrickville LEP 2011 applies to the land. The land zoning map clarifies that the entirety of Henson Park is zoned for 'Public Recreation'.

Lot/DP	Name & Location	Current Management & Agreements Recommendations	Ownership & Classification	Area (approximate)	Notes
Lot 423 DP 1035319	Henson Park	<p>Inner West Council</p> <p>The Marrickville &amp; District Hardcourt Tennis Club has a hold over tenancy on a month to month basis for the tennis club and adjacent carpark</p> <p>Ausgrid and Telstra have easements over parts of Henson Park within areas to be designated as general community use. Refer to diagram on page 20 for details.</p>	<p>Council owned land</p> <p>Sportsground, and general community use</p>	58,760m <sup>2</sup>	<p>Amy Street playground forms part of this lot, and is classified as a park. It is not included in this POM and masterplan boundary.</p> <p>The prior title reference for the tennis club and adjacent carpark was Lot 424 DP 1035319.</p> <p>A portion of the rear yard of 26 Centennial Street is located within this lot. It is unclear what/if any arrangement is in place.</p>



## 2.0 Categorisation + Ownership

### COUNCIL LAND CATEGORISATION

#### Community land - Local Government Act Requirements

All of Henson Park lies on council owned land. This is zoned for public recreation and is defined as community land. Community land is generally public park land set aside for community use. Development and use of this land is subject to strict controls set out in the Act such as Community land cannot be sold, or leased or licensed for more than 30 years. In addition to these controls, the Act requires councils to have plans of management for all Community lands.

A plan of management places Community Land into categories which impact how they can be used. Community Land is still subject to zoning controls and a plan of management operates as an additional control over that piece of land.

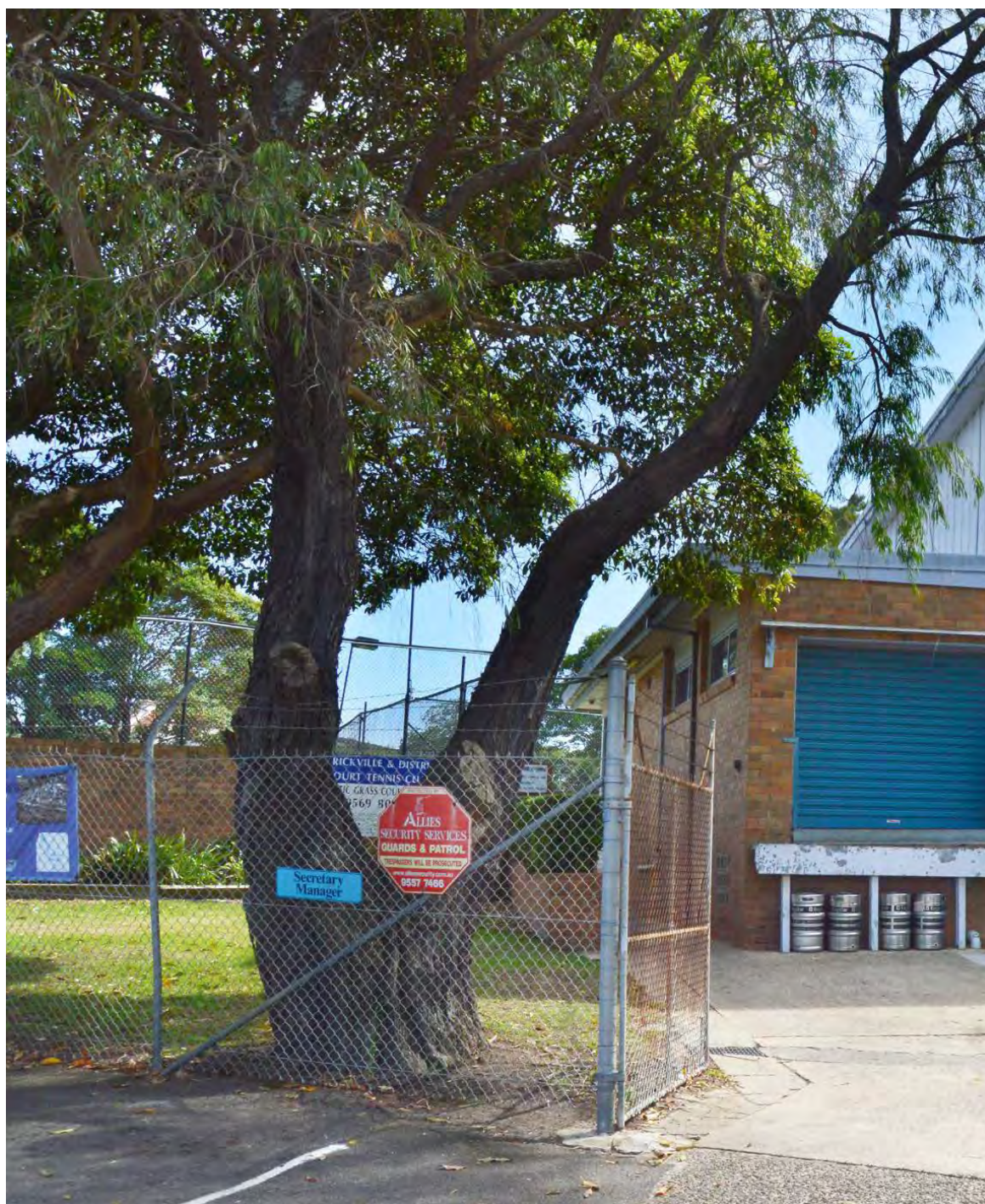
The community land within Henson Park falls into the categories listed in the table below.

#### Management principles

The core objectives for management of community land categorised as general community use are to promote, encourage and provide for the use of the land, and to provide facilities on the land, to meet the current and future needs of the local community and of the wider public:

- (a) in relation to public recreation and the physical, cultural, social and intellectual welfare or development of individual members of the public, and
- (b) in relation to purposes for which a lease, licence or other estate may be granted in respect of the land (other than the provision of public utilities and works associated with or ancillary to public utilities).

Category (Crown land)	Core objectives (as defined by the Local Government Act 1993)
SPORTS GROUND	The core objectives for management of community land categorised as a sportsground are— (a) to encourage, promote and facilitate recreational pursuits in the community involving organised and informal sporting activities and games, and (b) to ensure that such activities are managed having regard to any adverse impact on nearby residences.
PARK	The core objectives for management of community land categorised as a park are— (a) to encourage, promote and facilitate recreational, cultural, social and educational pastimes and activities, and (b) to provide for passive recreational activities or pastimes and for the casual playing of games, and (c) to improve the land in such a way as to promote and facilitate its use to achieve the other core objectives for its management.
GENERAL COMMUNITY USE	The core objectives for management of community land categorised as general community use are to promote, encourage and provide for the use of the land, and to provide facilities on the land, to meet the current and future needs of the local community and of the wider public— (a) in relation to public recreation and the physical, cultural, social and intellectual welfare or development of individual members of the public, and (b) in relation to purposes for which a lease, licence or other estate may be granted in respect of the land (other than the provision of public utilities and works associated with or ancillary to public utilities).



Tennis club entrance from the carpark. Photography by Welsh + Major Architects.

## 3.0 Leases + Licences



## 3.0 Leases + Licences

### AUTHORISED LEASES + LICENCES

This PoM expressly authorises Inner West Council to grant leases and licences for Henson Park for the purposes and uses which are identified or consistent with those in Table 1.01 and Table 1.02 and to grant leases and licences for all or part of Henson Park consistent with the Key Objectives.

Table 1.01 Permissible Long Term Uses - up to 30 years - The maximum period for a lease or licence is 21 years if granted by Council or 30 years if granted by Council with the consent of the Minister for Local Government

Type of Arrangement Authorised	Categorisation and Facilities	Purpose for which licensing / leasing will be granted
Licence	Sports Ground / General Community Use	<ul style="list-style-type: none"> <li>Organised sport, school and community group organised and informal sporting activities and games including tennis</li> <li>Recreational purposes, education, recreation including a gym and children's recreation</li> <li>Sporting fixtures and events including spectators</li> <li>Uses reasonably associated with the promotion or enhancement of sporting fixtures and events including the participating clubs, bodies and groups</li> <li>Uses ancillary to sporting fixtures and events including broadcasting, training, ticketing, catering (such as the sale of food and beverages including alcoholic beverages) and merchandise sales</li> <li>Sport training and practice including group classes and individual coaching with or without commercial fitness trainers</li> <li>Promotion and advertising including signage in connection with sporting activities or general community use</li> <li>Parking for cars, bicycles and other vehicles in connection with sporting activities or general community use</li> <li>Uses associated with general community transit through the area, including end-of-trip facilities and bicycle parking</li> <li>Uses associated with maintenance of the park and sports grounds</li> <li>Uses associated with dog walking and off-leash areas</li> <li>Uses associated with security in the park, including security of discrete areas such as the tennis club or sports grounds</li> <li>Community garden and/or biodiversity space, including bioswales</li> <li>Water storage facilities</li> <li>Public toilets and changing facilities</li> <li>Uses associated with education and appreciation of historical significance of the site and promotion of park identity</li> </ul>
Licence or lease	Sports Ground / General Community Use	<ul style="list-style-type: none"> <li>Ancillary uses being uses ancillary to or associated with one or more of the uses listed including construction for that use</li> </ul>
Licence, lease or easement	Sports Ground / General Community Use	<ul style="list-style-type: none"> <li>Allow access or encroachment by local community members in connection with fences and security</li> </ul>
Lease	Sports Ground / General	<ul style="list-style-type: none"> <li>Community facility, restaurant/ café / kiosk</li> </ul>

Page 25

	Community Use	
Lease	Sports Ground / General Community Use	<ul style="list-style-type: none"> <li>Organised sport, school and community group organised and informal sporting activities and games including tennis</li> <li>Recreational purposes, education, recreation including a gym</li> <li>Sporting fixtures and events including spectators</li> <li>Uses reasonably associated with the promotion or enhancement of sporting fixtures and events including the participating clubs, bodies and groups</li> <li>Uses ancillary to sporting fixtures and events including broadcasting, training, ticketing, catering (such as the sale of food and beverages including alcoholic beverages) and merchandise sales</li> </ul>
Lease	General Community Use	<ul style="list-style-type: none"> <li>Telecommunication infrastructure</li> <li>Electrical infrastructure</li> <li>Stormwater/sewer infrastructure</li> <li>Installation of solar panels on existing roof space</li> </ul>

**Table 1.02 Permissible Short Term Uses – licence up to 12 months**

Type of Arrangement Authorised	Categorisation and Facilities	Purpose for licence
Licence	Sports Ground / Playing field	<ul style="list-style-type: none"> <li>-Seasonal licences</li> <li>-Sporting fixtures and events</li> <li>-Uses reasonably associated with the promotion or enhancement of sporting groups, fixtures and events</li> <li>-School and community group recreation and education use</li> <li>-conducting a commercial photography session</li> <li>-filming including film / television broadcasting</li> <li>-catering</li> <li>-community, training or education</li> <li>-emergency purposes including training</li> <li>-commercial fitness trainers</li> <li>- Kiosk</li> </ul>
Licence / hire agreement	Sports Ground / Building Tennis Courts / Community Rooms	<ul style="list-style-type: none"> <li>-individual court hire</li> <li>-school and community group recreation and education use.</li> </ul>
Licence	General Community Use/ Sports Ground	<ul style="list-style-type: none"> <li>-Family, personal and community gatherings including use of meeting rooms, outdoor picnics and barbecues with or without catering, furniture and equipment</li> <li>-Media promotion and filming of events in connection with sporting activities or general community use</li> <li>-Community festivals, fairs, markets, auctions, outdoor cinema, public art, entertainment and similar events</li> </ul>
Licence	Sports Ground / General Community Use	Access for essential maintenance to adjoining property walls/ structures where no alternative access is viable

## 3.0 Leases + Licences

### LEASES + LICENCES

#### What are Leases and Licences?

A lease is a contract between the landowner, and another entity granting to that entity an exclusive right to occupy, use or control an area for a specified time.

A licence allows multiple non-exclusive use of an area. Short term licences and bookings may be used to allow the best overall use of an area.

Council's leasing and licensing is governed by its Land and Property Policy.

#### Authorisation of Leases and Licences

The Local Government Act 1993 (LG Act) requires a lease or licence of community land must be authorised by a Plan of Management (PoM). The lease or licence must be for a purpose consistent with core objectives of its categorisation and zoning of the land. In addition, leases and licences of Crown land must be consistent with the dedication or reservation.

The maximum period for a lease or licence is 21 years if granted by Council or 30 years if granted by Council with the consent of the Minister for Local Government.

Leases and licences for the use of an area of land need to be permissible under this PoM, the LG Act, the Local Government Regulations 2005, Crown Lands Management Act 2016 (CLMA), Crown Lands Management Regulations 2017, Marrickville Local Environmental Plan 2011 and any subsequent LEP adopted by Inner West Council, and pursuant to a development consent if required.

Any proposed lease or licence for more than 5 years must be by tender unless it is to a non-profit organisation.

Any proposed lease, licence other than short term or casual public notice must be given and be in accordance with section 47 of the Act.

#### Current Leases and Licences

- Tennis club and adjacent carpark for the purpose of Courts, shelters and clubhouse including licensed premises and car parking. Current 20 year lease expires 31 December 2021 – Marrickville and District Hardcourt Tennis Club Ltd
- Telstra telecommunications tower for the purpose of telecommunications. This is currently in hold over on a month to month basis.

#### Other Agreement

The former Marrickville Council, Newtown NRL, Newtown Jets and AFL NSW/ACT entered into an 8 year agreement in 2017. This agreement allows exclusive use for match play until the year 2025.

#### Future Development of Henson Park

Further development of Henson Park is permitted under a lease or licence for purposes and uses which are identified or consistent with those in Table 1.01 and Table 1.02 or consistent with the Key Objectives. Further development of Henson Park is otherwise permitted for the use of Henson Park as set out in sections 5.0 Master Plan Strategies and 6.0 Master Plan and for the purpose of refurbishment of the grandstand generally in accordance with the Grandstand Proposal in the Appendices.



Holmesdale Street properties adjoining the south-eastern boundary. Photography by Welsh + Major Architects.

## 4.0 Statutory Conditions + Legislation





## 4.0 Statutory Conditions + Legislation

### Zoning + Classification

Marrickville LEP : REI 'Public recreation'

### Telstra infrastructure and easement

Telstra infrastructure is located to the south eastern area of the park adjacent to the Sydenham Road entry. This includes a telecommunications tower, brick services building and below ground cabling. There is an easement for cabling and access which runs from the Sydenham Road entry and through the carpark to the services building. Works within the easement would require consultation and approval by Telstra.

### Electrical infrastructure and easement

Electrical infrastructure is located adjacent to the Centennial Street entry. This includes a substation and a brick switchboard building.

There is a right of way and easement for public utility installation and electricity purposes. This extends from the substation to Centennial Street. Works within the easement would require consultation and approval by Ausgrid.

Small brick services buildings are located adjacent to each sporting ground light tower. It is unclear what restrictions these assets pose.

### Stormwater and sewer infrastructure

Stormwater and sewer pipes and infrastructure are located within the park. These connect through to adjacent streets and properties. Work within the vicinity of these assets may require consultation and approval by Sydney Water.

### Other Relevant Legislation

- Companion Animals Act.
- Dividing Fences Act.
- Disability Discrimination Act.
- Environmental Planning and Assessment Act 1979.
- National Construction Code 2019.
- National Parks and Wildlife Act 1974
- State Environmental Planning Policy (infrastructure) 2007
- Work, Health and Safety Act.
- Biodiversity Conservation Act 2016
- Vegetation SEPP



Dogs enjoying the grassy slopes. Photography by Welsh + Major Architects.

## 6.0 Master Plan



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## 6.0 Master Plan

### MASTER PLAN OVERVIEW



## ZONE 1



### LEGEND

Removed item	Playing surface	Grassy / Woody meadow planting	Water fountain
Existing structure	Natural grass	Planter	Seating
Zone for proposed structure	Biofilter planting	Shared space	Bike racks
Existing barrier	Existing understorey planting	Pedestrian area	Site contour @ approx 1m interval
New barrier	New screening planting	Roadway / car parking	Master Plan boundary
Existing security gate	Existing tree	Marked car spaces	Zone boundary
New gate	Existing tree - future canopy	Outdoor sports court / gym	
Removable bollards	New tree	Waste disposal area	

Page 36

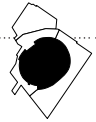
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## 6.0 Master Plan

### NOTES

- 01 New formal concrete pathway linking the tennis club, grandstand, and Centennial, Amy and Woodland Street entries. Provide low-level lighting along pathway
- 02 Passive recreation upgrades including new bench seating incorporated into pathway retaining wall in shady and sunny spots
- 03 New water fountain with dog bowl and extended hardstand area, with possible permeable paving and improved drainage.
- 04 Building upgrades to amenities and kiosk including demolition of derelict first floor, accessible facilities, installation of a new freestanding scoreboard and improvements to access, ventilation and lighting. Explore potential for installation of solar panels and skylights to the roof, and measures to reduce resource use, maintenance and costs. Consider collection of rainwater and storage in tanks beneath hardstand, or in large capacity tanks (refer item 08)
- 05 Hardstand kick wall area with perimeter landscaping and seating
- 06 Upgraded Woodland Street entry with restored gatehouse, concrete hardstand, signage, bike racks, waste disposal facilities and meeting tree with seating. The hardstand area could be incorporated into the site interpretation strategy
- 07 Passive recreation upgrades including informal platform seating and trees for shade and habitat (refer Appendix E Planting + Materials Palette for details).
- 08 Large capacity water tanks for more sustainable and efficient watering of playing surface. The tanks could be partially embedded in the grassy slopes and designed to form attractive sculptural place markers and informal platform seating.
- 09 New shade tree planting
- 10 Planting to screen boundaries, provide habitat, reducing mowing and assist with managing stormwater run-off to low lying areas (refer Appendix E Planting + Materials Palette for details)
- 11 Possible location for a future Community Garden which is subject to the formation of a community garden group which complies with Council's community garden policy framework (refer Appendix E Planting + Materials Palette for details).
- 12 Multi-purpose hardstand area for activities such as handball, basketball and bike riding practice. This provides a buffer between the grassy area which is used for off-leash dog walking and for occasional events.
- 13 Dedicated pedestrian link to grassy slopes
- 14 Boundary wall painted as part of site identity and interpretation strategy. Consider mural artwork of significant local sports people
- 15 Develop guidelines for replacing residential property fencing to achieve a more cohesive boundary
- 16 Services building painted as part of site identity and interpretation strategy
- 17 Review current off leash areas with respect degradation and overuse.
- 18 Provide additional planting with informal mulched walkways with habitat features.

## ZONE 2



### LEGEND

Removed item	Playing surface	Grassy / Woody meadow planting	Water fountain
Existing structure	Natural grass	Planter	Seating
Zone for proposed structure	Biofilter planting	Shared space	Bike racks
Existing barrier	Existing understorey planting	Pedestrian area	Site contour @ approx 1m interval
New barrier	New screening planting	Roadway / car parking	Master Plan boundary
Existing security gate	Existing tree	Marked car spaces	Zone boundary
New gate	Existing tree - future canopy	Outdoor sports court / gym	
Removable bollards	New tree	Waste disposal area	

Page 38

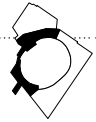
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## 6.0 Master Plan

### NOTES

- 01 Sporting ground upgrades to improve natural playing surface, reduce maintenance and rationalise the AFL and NRL goal post switching method. Assess potential for lighting upgrades, and for summertime and school sports, increased casual use and opportunities for non-sporting community events.
- 02 Continuous perimeter circuit separated from parking areas and lit for recreational activities such as walking and running. Retain existing concrete and asphalt surfaces and replace uneven sections while still servicable. Replace concrete surface with new coloured concrete surface.
- 03 Proposed water fountain with dog bowl and hardstand area linking perimeter circuit and grassy slopes. Include dog waste bag dispenser and bin nearby.
- 04 Replace fencing with face fixed installation to maximise the width of the perimeter hardstand circuit for recreational activities. Investigate opportunities for the continuation of timber seating around the lower bowl in front of the northern hill.
- 05 Services buildings adjacent to lighting poles painted as part of site identity and interpretation strategy
- 06 Maintain existing timber spectator seating and asphalt surface beneath while still servicable. Monitor use of seating areas, consider eventual replacement with permeable paving or low planting.
- 07 Maintain existing sandstone retaining wall and stairs, repair damaged and missing sections.

## ZONE 3



### LEGEND

Removed item	Playing surface	Grassy / Woody meadow planting	Water fountain
Existing structure	Natural grass	Planter	Seating
Zone for proposed structure	Biofilter planting	Shared space	Bike racks
Existing barrier	Existing understorey planting	Pedestrian area	Site contour @ approx 1m interval
New barrier	New screening planting	Roadway / car parking	Master Plan boundary
Existing security gate	Existing tree	Marked car spaces	Zone boundary
New gate	Existing tree - future canopy	Outdoor sports court / gym	
Removable bollards	New tree	Waste disposal area	

Page 40

SCALE 1:1500 @ A4

## 6.0 Master Plan

### NOTES

- 01 Centennial Street entry restored and rationalised to reduce pedestrian and vehicle conflicts. New vehicle entry gates for servicing and game day parking. Fencing and pathway arrangements also to reviewed and upgraded where required
- 02 New vehicle entry and gates for service access and event parking. Removal of water tank adjacent to grandstand to widen vehicle access route for improved safety.
- 03 Entry area with bike storage, wayfinding and site interpretation signage. Collaborate with local historians and artists to develop a strategy for park identity and interpretation to increase awareness of the park and its history. This could incorporate the Gumbamorra Swamp and First Nations history, the rise and fall of brick making, the 'Blue Hole', and Henson Park's rich sporting history.
- 04 Waste disposal area including general waste, recycling and bag dispensers for dog waste.
- 05 Retain grandstand forecourt areas and spectator seating area adjoining kiosk. Asphalt and concrete surfaces to remain while still servicable.
- 06 Grandstand upgrades to improve the spectator experience, and provide facilities to suit all user groups. The proposed footprint of the grandstand extension is indicated in orange.
  - Provide player amenities to suit all user groups with provision of wheelchair access and facilities suitable for female players.
  - Protect historic qualities of the grandstand, in particular the concrete structure, lettering and arched openings.
  - Provide lift access to upper levels
  - Improve presentation by refurbishing the first floor grandstand seating area, reconfiguring back of house areas and service access.
  - Improve the spectator experience with a new PA system, and investigate reinstating the commentary box within the grandstand.
  - Address drainage issues to ground floor player entry.
  - Increase areas for equipment storage
  - Consider inclusion of club facilities and a gym for players
  - Include environmentally sustainable measures and design using sustainable principles
- 07 Low fencing adjoining tennis carpark, and replacement of stormwater drain with naturalised bioswale to pretreat stormwater
- 08 Replace degraded bitumen surfaces with new permeable paving hardstand area including shaded exercise / mobility equipment area, water fountain and media filming and parking area. Planting and bollards to be introduced to limit vehicle access to grassed areas beyond. Incorporate meeting tree with seating adjacent to grandstand to break up hard surfaces and to provide a shady place to sit (refer Appendix E Planting + Materials Palette for details).
- 09 Building upgrades to amenities, kiosk and media facilities including new PA system, accessible facilities, improvements to access, ventilation and lighting. Explore potential for installation of solar panels to the roof and measures to reduce resource use, maintenance and costs.
- 10 Proposed tree planting to create an attractive shaded area alongside the pathway. (refer Appendix E Planting + Materials Palette for details).
- 11 Army Street entry upgraded. New entry gates and fencing, signage and waste disposal.
- 12 Parking area rationalised, landscaped and made safe.
  - Provide designated pedestrian routes with crossings, and formalise parking spaces and car through routes to improve pedestrian safety.
  - Introduce planting to provide shade and break up the expanse of hard surfaces. (refer Appendix E Planting + Materials Palette for details).
  - Retain existing asphalt surface while still servicable, eventually replace with permeable paving.
  - Design to enable harvesting and storage rainwater in new water tanks in Zone 1.

- Install bollards to prevent vehicle access to the grandstand area, Centennial Street entry, and flat grassed area in Zone 1. These can be removed when access is required for service vehicles and events.

- Develop a consistent strategy for events - in particular traffic management and parking. Collaborating with nearby schools could be used as a more regular strategy to extend parking capacity and disperse traffic.

### 1.3 Sydenham Road entry upgraded to create a pedestrian friendly and inviting gateway.

- New security fencing and gates to Sydenham Road

- Brick entry structure retained with gates removed, and concrete footpath widened to provide a continuous pedestrian route into the park

- Native plantings to reduce maintenance requirements while providing food and habitat for birds and wildlife. (refer Appendix E Planting + Materials Palette for details).

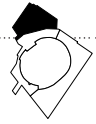
- Wayfinding and site interpretation signage. 'Jack Chaseling Drive' could be incorporated into the pathway and roadway surfaces as part of the site interpretation strategy.

- Waste disposal facilities

### 1.4 Introduce areas of biofilter planting to screen boundaries and to assist with pretreating stormwater (refer Appendix E Planting + Materials Palette for details).

### 1.5 Develop guidelines for replacing residential property fencing to achieve a more cohesive boundary

## ZONE 4



LEGEND			
	Removed item		Playing surface
	Existing structure		Natural grass
	Zone for proposed structure		Barrier planting
	Existing barrier		Existing understorey planting
	New barrier		New screening planting
	Existing security gate		Existing tree
	New gate		Existing tree - future canopy
	Removable bollards		New tree
			Grassy / Woody meadow planting
			Planter
			Shared space
			Pedestrian area
			Roadside / car parking
			Marked car spaces
			Outdoor sports court / gym
			Waste disposal area
			Water fountain
			Seating
			Bike racks
			Site contour @ approx 1m interval
			Master Plan boundary
			Zone boundary

## 6.0 Master Plan

### NOTES

- 01 *Parking area and entry rationalised, landscaped and made safe. Retain existing asphalt surface while still servicable, eventually replace with permeable paving (refer Appendix E Planting + Materials Palette for details).*
- 02 *New landscaped, pedestrian friendly tennis club forecourt with concrete path and ramp access.*
- 03 *Landscaped area incorporating bike racks adjacent to pathway, naturalised bioswale / rain garden and planting to screen back of house areas (refer Appendix E Planting + Materials Palette for details).*
- 04 *Upgrade barriers and remove superfluous fencing to improve permeability -*
  - *New lockable security gate to car park entry to prevent after hours access*
  - *Modified security fence line and lockable service entry gate adjacent to carpark*
  - *Modified security fence line and landscaping adjacent to Amy Street entry and pathway. Duplicate fencing removed,*
  - *New lockable entry gate to tennis club, located at building line.*
  - *Remove security fencing and provide screening planting, and screened bin store to improve the appearance of the back of house areas and the connection to the rest of the park.*
- 05 *Accessibility and general upgrades to restaurant, tennis club, courts and amenities including:*
  - *Providing an accessible tennis court by removing step at entry and widening pathway and gate*
  - *Rear building entry upgrades including repaving and adjusting levels to achieve compliant gradients, and modifying door to meet accessibility requirements.*
  - *Amenities upgrades to provide compliant accessible and ambulant amenities for tennis players and visitors to the restaurant.*
  - *Replace windows along tennis court interface with stacking doors to improve indoor/ outdoor flow*
  - *Repair and repaint interior, upgrade amenities, floor surfaces and bar, replace roof.*
- 06 *Increased landscaping and greening of tennis club grounds (refer Appendix E Planting + Materials Palette for details).*
- 07 *Develop guidelines for replacing residential property fencing to achieve a more cohesive boundary*
- 08 *New deck area with landscaping*

## Appendix A

## Site Analysis



Park visitors enjoying the grassy slopes adjacent to the Woodland Street gates. Photography by Welsh + Major Architects.

## Appendix A



HERITAGE LISTED ITEMS + CONSERVATION AREAS			
<b>01</b> Henson Park   Lots 423 + 424, DP 1035319 (Item no 171)	<b>05</b> Corner shop (former) (Item no 92)	<b>09</b> Marrickville Town Hall (former) (Item no 194) STATE SIGNIFICANT ITEM	 SCALE 1:3000 @ A4
<b>02</b> Addison Road Community Centre (Item no 166)	<b>06</b> Henson Park Hotel (Item no 93)	<b>10</b> Brick drain (Item no 170)	
<b>03</b> Corner shop + pair of terrace houses (Item no 190)	<b>07</b> Marrickville Public School (Item no 172)	<b>11</b> Norwood Park Estate (Conservation area C1 9)	
<b>04</b> 'Tunneyfall Terrace' corner shops + terrace houses (Item no 191)	<b>08</b> 'Lauraville' Victorian italianate style mansion (Item no 1119)		

## Site Analysis

### HISTORICAL ANALYSIS

#### Pre European Settlement

The suburb of Marrickville consists mostly of a valley that is part of the Cooks River basin. The traditional owners of the land are the Cadigal people of the Eora Nation. The Aboriginal name for the area is Bulanaming.

The site of Henson Park was nearby natural wetlands known as the Gumbramorra Swamp. It was occupied by the Cadigal and Wangal people who practised fire stick farming. The park like fields that were created attracted wallabies, possums and lizards. They also used the hard turpentine bark to create canoes.

The role of the swamp wetlands played an important part in Aboriginal life as a source of plants and animals. It supported a dense growth of thatch reed, providing an excellent habitat for a variety of birds, particularly swamp hens, moorhens, ducks, gulls and the occasional pelican. [1]

#### Early European Settlement

Following European settlement, Marrickville was a place where runaway convicts could disappear; the swamp was almost always impassable. As settlement continued the swamp's role in the ecological system was not fully understood or appreciated. It was subsequently drained in the 1890s to facilitate the industrialisation of the suburb.

The first land grant in the area was 100 acres to William Beckwith in 1794. Thomas Moore received 470 acres in 1799 and another 700 acres in 1803.

In these first decades after European settlement Marrickville was regarded as a good source of timber. Estate owners harvested timber for firewood and to make cobbled roads and boats. Turpentine was particularly sought after as it was extremely hard and valuable. Marrickville evolved with the subdivision of Dr Robert Wardell's estate after his murder in 1834, and the later subdivision of Thomas Chalder's 'Marick' estate in 1855. This laid down the village of Marrickville and cottages, shops, churches and civic buildings rapidly appeared. Market gardens, dairy farms and stone quarries also dotted the landscape. Parts of Marrickville remained well timbered and were still referred to as Wardell's Bush.

Marrickville was a diverse area. Along with the market gardeners, stonemasons and dairy farmers, it was also home to architects, lawyers, members of parliament and senior public servants. [1]

#### The rise and fall of brickmaking

The real estate boom of the 1880s encouraged the opening of many small brickworks to exploit the clays in the Cooks River catchment. Brickmaking had a lasting impact on the physical and social environment of Marrickville. Grand homes were demolished and market gardens were converted into brick pits, and estates were subdivided to provide cheap housing for brick pit workers. As brick making methods evolved Marrickville took on a semi-industrial character and became home to the largest brick making businesses in Sydney.

One of these businesses was Thomas Daley's Standsure Brickworks, established in 1886 on the site of Henson Park. The brickworks employed about 60 people until it eventually closed in 1917 as the clay diminished. [2]

The abandoned pits filled with rain and groundwater. The largest

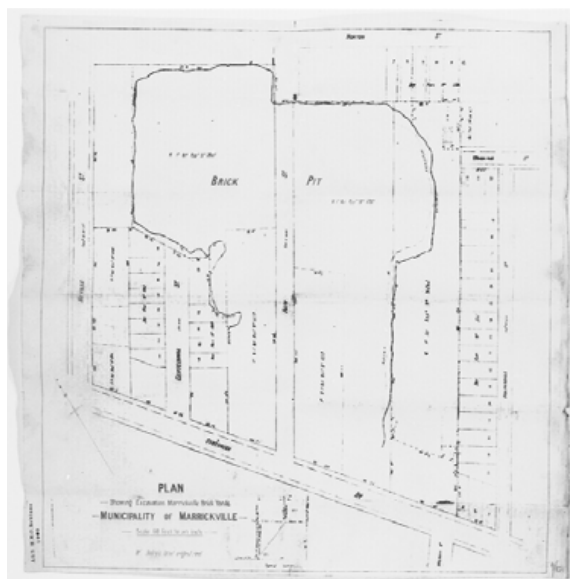


John Thompson Painting – Aboriginal people fishing; Scene along the lower Cooks River 1830. Source: State Library of NSW

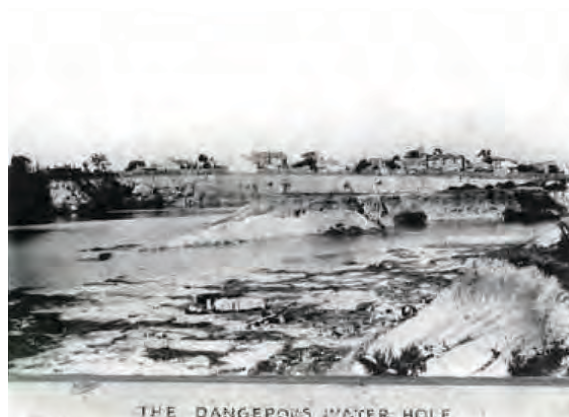


Map of Marrickville 1886-1888 Source: Atlas of the Suburbs of Sydney By Higinbotham & Robinson Contributed By City of Sydney Archives

## Appendix A



Map showing the brickworks on the site of Henson Park M9/112  
Source: Inner West Council Library and History



Henson Park prior to construction 1930 (Showing the abandoned brickworks)  
Source: State Library of NSW



Marrickville Bicycle Club, Henson Park 1936 (Centennial Street entrance in the background)  
Source: Inner West Council Library and History



Kiln and chimney stack at Thomas Daley's brickworks 1922 (in approx location of Henson Park)  
Source: Inner West Council Library and History



Workers outside Thomas Daley's brickworks 1916 (in approx location of Henson Park)  
Source: Inner West Council Library and History



Newtown Rugby League Football Club 1936 (Woodland Street entrance in the background)  
Source: Inner West Council Library and History

## Site Analysis

### HISTORICAL ANALYSIS

waterhole was known as 'The Blue Hole'. It was a dangerous place, up to 24 metres deep in parts, with steeply sloping sides and the majority of the population could not swim. At least nine drowning tragedies involving young boys were recorded. [3]

Marrickville Council purchased the site in 1923 as it was a serious danger. In 1932 a grant was received to level the ground and work commenced as part of the Unemployment Relief Scheme. This was a massive undertaking. Drains were installed to remove as much water from the site as possible. Work then began to fill the site to create a level oval within the brickpit walls. [3]

#### Henson Park - Present

Henson Park was named after William Thomas Henson, who was Mayor of Marrickville in 1902, 1906 to 1908 and an Alderman on Marrickville Council from 1897-1917. It was officially opened on 2 September 1933 with a cricket match between a representative Marrickville Eleven team and a North Sydney District team, which included Sir Don Bradman.

Eventually the focus shifted to rugby league as the playing surface was too uneven for cricket. The park became the home ground of Newtown Jets Rugby League Club, and the first premiership game was played on 1 April 1936, when Newtown defeated University 20-0.

Apart from rugby league, the ground hosted cycling, womens vigoro - a mix of tennis and cricket, children's scooter races, and for a brief time, car racing events. Remarkably this local park was the cycling venue for the 1938 British Empire Games, and for the games closing ceremony. A new grandstand was part of the successful bid, and the King George V grandstand was engineer designed and built in haste. The games were well attended with crowds reportedly exceeding 40,000. [3]

In 1953, Council granted approval for part of the park to be used as a tennis centre and carpark. Debentures were issued to local tennis players and soon after the members laid down four loam tennis courts and constructed temporary clubhouse facilities. The current clubhouse was completed in 1961. This enabled two more courts to be built on the site of the temporary clubhouse.

Major park upgrades in the 1970's and 1980's included construction of new amenities blocks, lighting towers, and replacing the velodrome with a grass running track for school athletics carnivals. [2]

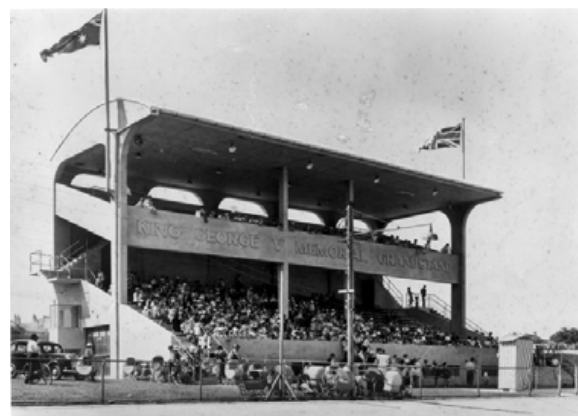
Henson Park has seen the tremendous growth, and decentralisation of industry in Marrickville, along with a population increasing in diversity. Today the park hosts NRL and AFL matches, and is a well used community recreation space. It has changed little since it was first opened and is listed on the State Heritage Register and (current) 2011 Marrickville LEP as an item of local significance.



Cycling Carnival, Henson Park 1936  
Source: Inner West Council Library and History



King George V Memorial Grandstand under construction at Henson Park  
Source: Inner West Council Library and History



King George V Memorial Grandstand at Henson Park (taken soon after completion in 1937)  
Source: Inner West Council Library and History

[1] Chrys Meader. Dictionary of Sydney. Marrickville. 2008.  
[ONLINE] [Accessed October 2019]

[2] Office of Environment and Heritage NSW. Henson Park  
[ONLINE] [Accessed October 2019]

[3] Chrys Meader. From Brickpit to Henson Park Scooter Races to Empire Games Glory.  
[History tour by Inner West Council Libraries at Henson Park] [19 October 2019]

## Appendix A



Inner West Council area and suburbs. Recreation Needs study - A Healthier Inner West.

## Site Analysis

### DEMOGRAPHICS

#### Overview

This section outlines the current community profile of Marrickville using data from the 2016 ABS Census from Profile i.d.

#### Population growth

In 2016, the Estimated resident population of the Inner West was 192,030 people. The population increased by 11,729 people or 6.5% between 2011 and 2016. The growth rate of Greater Sydney during this period was 9.8%.

Marrickville has been separated into Marrickville North and Marrickville South within the analysis, due to the size of the area and different urban conditions to the north and south of the train line.

Marrickville North experienced an above average amount of growth, with its population increasing by 2003 people (8.1%).

Marrickville has the highest forecast population and growth (number of people) in the IWC, with an additional 19,430 people living in the suburb by 2036.

#### Open space provision

The InnerWest has 323.4ha of open space which equates to 9.2% of the total land area or 16.8m<sup>2</sup> per person. Of this, council owns 256ha, which equates to 7.3% of total land area, or 13.3m<sup>2</sup> per person.

The provision of open space in Marrickville is above average, with 22.2m<sup>2</sup> of council owned open space per person in 2016.

## Appendix A



### KEY

Icons show suburbs with a proportion above the LGA average or high number of:

- Babies and children (0 - 12yrs) (over 12.9% or over 1,000 people)
- Young people (12 - 24yrs) (over 13.1% or over 1,000 people)
- Older people (65yrs +) (over 12.2% or over 1,000 people)
- People with disability (over 4.5% or over 500 people)

01 Marrickville - Age + disability profile. Recreation Needs study - A Healthier Inner West.



### KEY

- % speaking English at home
- % speaking a language other than English at home

>1.5 % Aboriginal and Torres Strait Islander population

Languages spoken by more than 2% of the population:

- Arabic
- Cantonese
- Greek
- Italian
- Macedonian
- Mandarin
- Nepali

- Portuguese
- Spanish
- Tagalog
- Vietnamese

\*In 2016, while the proportion of people speaking a language other than English at home is relatively low, the number of speakers is very high, >2,000

02 Marrickville - Cultural profile. Recreation Needs study - A Healthier Inner West.



### KEY

Median weekly household income:

- \$1,500 - \$1,749
- \$1,750 - \$1,999
- \$2,000 - \$2,499
- \$2,500 - \$2,999
- > \$3,000

% of households with cars:

- Under 75%
- 75% - 80%
- 80% - 85%
- 85% - 90%
- Over 90%

Dominant dwelling type:

- Low density
- Medium density

High density

03 Marrickville - Density, income + housing profile. Recreation Needs study - A Healthier Inner West.

## Site Analysis

### DEMOGRAPHICS

#### Age + disability profile

Marrickville has one of the highest proportions of people reporting a need for assistance in the LGA (6.5%), along with higher numbers of babies, children, young and older people.

Spaces that are inclusive of all age groups, accessible and flexible should be prioritised to cater for current and future population needs.

#### Cultural profile

Marrickville is culturally diverse, with a higher proportion of people who speak a language other than English at home. Greek, Vietnamese, Arabic and Portuguese languages have a high representation in the area. Park facilities, wayfinding and site interpretation strategies should take this into consideration.

#### Density, income + housing profile

Marrickville is characterised by low density housing, but also has one of the highest proportions of high density dwellings in the LGA. The area is forecast to have some of the largest population growth in the LGA, with 82.5 persons per hectare by 2036. This represents an increase by three quarters of the population, and places significant extra demand on open space.

Income levels are just below average, and car ownership is high. The majority of households have cars. Improved connectivity would encourage Marrickville residents to use active or public transport.

## Appendix A



## Site Analysis

### NEIGHBOURHOOD CONTEXT

#### Site Overview

Henson Park is located towards the middle of the Inner West Council Area. Bounded by residential properties it is a relatively isolated haven of open space. Clear and direct links to Henson Park are lacking, partly due to its isolated location, lack of signage from nearby Sydenham and Illawarra Roads, and somewhat hidden entries.

The Woodland Street entry channels visitors from The Henson pub, local cafes, and businesses in adjacent gentrifying light industrial areas. Marrickville's concentrated strip retail, civic and business areas are accessible but are not in the immediate vicinity of Henson Park. The busy Marrickville and Illawarra Road intersection is 800m to the south, with shops continuing along Marrickville Road, and along Illawarra Road past Marrickville train station. The smaller Addison Road area is 600m to the north and is most concentrated between Victoria Street and Illawarra Road.

#### Major Roads

Marrickville is the largest suburb by area in the Inner West local government area. Sydenham, Illawarra, Addison and Livingstone Roads are thoroughfares through the suburb and to areas beyond. They all form routes to Henson Park, with Sydenham Road most affected by traffic congestion.

#### Public Transport

Henson Park is located almost in the middle of the three nearby train stations and various bus routes. This means there are many options for getting to the park via public transport, however all require a final leg of walking. This can be prohibitive for some members of the community such as parents with small children, the elderly and those with accessibility requirements. There is also no wayfinding signage to indicate the direction of Henson Park from the key public transport stops.

It is approximately a 15 minute walk from the park to the closest train station Marrickville Station.

The closest bus stops are Addison Road at Agar Street (Route 428), Victoria Road at Chapel Street (Route M30), and Marrickville Park at Livingstone Road (Route 412, all approximately 8 mins walk to park entrances.

Train routes include: Sydenham Station, with services along the T2, T3, T4, T8 and South coast lines; Marrickville Station, with services along the T3 line; Stanmore Station, with services along the T2 line

Bus routes include: 428, with stops from Canterbury to City Martin Place; 423/L23 with stops from Kingsgrove to City Martin Place; 426 with stops from Dulwich Hill to City Martin Place; M30 with stops from Sydenham to Taronga Zoo; 425 with stops from Tempe to Dulwich Hill; 418 with stops from Kingsford to Burwood; 412 with stops from Campsie to City Martin Place

#### Cycle Routes

There have been efforts to establish and improve local cycle networks as indicated in the "2007 Marrickville Bicycle Strategy" and "Staying Active Map", prepared by the former Marrickville Council. Although

the routes are used, they generally provide poor levels of amenity and cyclist safety.

The Centennial Street to Amy Street pathway through Henson Park connects to on-road bicycle routes via Illawarra Road to the east, Park Road to Newington Road in the north, and Petersham Road in the south. None of these connecting routes have designated cycle lanes, and the roads are constantly busy, narrow and sloping in areas. Impatient drivers overtake cyclists, which is a source of conflict and likely contributes to cyclists being discouraged from using the network. The pathway through Henson Park has no signage to indicate it is a shared route, during busy times this would be difficult to negotiate with pedestrians and dogs.

There are no dedicated parking or lockup points within Henson Park for visitors arriving on a bicycle.

#### Local Parklands, Schools and Community Spaces

Henson Park is one of the larger parks in the Inner West Council area. There are a number of local parklands, community spaces and schools nearby that also contribute to the overall network of open spaces and facilities.

Amy Street Playground adjoins Henson Park, and forms its northern entry point. The playground contains a landscaped play area which is fenced, shaded and has some seating.

Marrickville Park is a large district park located 600m to the east. It contains a cricket field and nets, public amenities, the Marrickville District Lawn Tennis Club, the Marrickville Croquet Club, a large landscaped area, playground, outdoor gym and multipurpose hardcourt for tennis, basketball and netball. There are also dog on and off leash exercise areas. The off-leash dog area is unfenced and adjoins busy Livingstone Road, safety concerns would likely deter many dog owners.

Jarvie Park is a local park located 250m to the south, adjoining Marrickville High School and the Marrickville Youth Resource Centre. It contains a large landscaped area with seating, shaded playground, outdoor gym and basketball hardcourt.

Wicks Park is a local park located 750m to the south-west at the busy intersection of Victoria and Illawarra Roads. It contains the Wicks Park Tennis Centre, four tennis courts, public amenities, picnic tables, barbecues, a playground and a flat grassed area which is popular for tai chi.

The Addison Road Community Centre is located 500m to the north. It contains council's community nursery, a hall for community events, spaces for community cultural and sporting organisations, a preschool and a large grassed area. On Sundays it hosts a local market which is well attended.

Marrickville High School, Wilkins Primary School and Marrickville Primary School are within close proximity - with Marrickville Highschool just across the road from Henson Park. All contain parking areas, grassed sports fields, and hardcourts for various activities.



## Appendix A



## Site Analysis

### CONDITION OF LAND + STRUCTURE

	Use of land or structure (on adoption of the PoM)	Condition of the land or structure (on adoption of the PoM)	Future Condition (targeted following adoption of the PoM)
01	Woodland Street gates	Poor	Restore + maintain
02	Public amenities, kiosk + scoreboard building	Poor	Upgrade or Replace
03	Public recreation	Fair	Upgrade + maintain
04	Playing field	Fair	Upgrade + maintain
05	Spectator seating	Fair	Maintain
06	Amy Street gates	Poor	Replace
07	Public amenities, kiosk, scorekeeping, media + club facilities building	Poor	Upgrade + maintain
08	Grandstand building	Poor	Upgrade + maintain
09	Centennial Street entry + Charlie Meader Memorial Gates	Poor	Restore + maintain gates, upgrade entry
10	Storage building	Poor	Restore + maintain
11	Car park	Fair	Upgrade
12	Sydenham Road entry + gates	Fair	Upgrade + maintain
13	Car park	Poor	Upgrade
14	Tennis club building	Fair	Upgrade + maintain
15	Tennis courts	Fair	Maintain
16	Tennis club grounds including amenities and shade structures	Fair	Upgrade + maintain

## Appendix A



## Site Analysis

### ZONE IDENTIFICATION

Henson Park has been separated into four zones for the purpose of clarifying a detailed site analysis. The zones have been selected based on an assessment of the character and use of different areas within the park, while taking into account real and perceived boundaries. The borders of the zones should be treated as blurred rather than absolute. In the following analysis they are represented with dotted lines for graphic clarity.

#### Zone 1 - PARKLAND *Council Land*

Zone 1 extends along the north and south eastern edges of the site, and is bounded by residential properties. It is characterised by sloped terrain which forms a grassed amphitheatre around the playing field, and is a remnant of the site's former use as a brickpit. The zone is very well used by the community and is popular for off-leash dog exercise, picnics and informal spectator seating.

It contains pedestrian entry gates at the end of Woodland Street, a two storey brick amenities and scoreboard building. The adjacent water fountain is a hub of activity for thirsty dogs and human visitors. The terrain slopes down to the south eastern corner forming a low secluded and sheltered area.



Zone 1 - parkland + Woodland Street entry beyond

#### Zone 2 - PLAYING FIELD *Council Land*

Zone 2 is the low point of the site and contains the playing field, perimeter fencing and spectator seating. The playing field is predominantly used for Rugby League and AFL training and weekend matches. Although open to the public, the oval is only occasionally used for social matches and practice.

The former cycling track surrounds the field and is popular for running; this is separated from the parkland areas by low sandstone retaining walls.



Zone 2 - playing field

#### Zone 3 - GRANDSTAND PRECINCT + PARKING *Council Land*

Zone 3 contains the Sydenham Road, Centennial Street and Amy Street playground entries, carparking area, grandstand and adjacent 3 storey amenities building. Also included in this zone is a separate path which runs between the tennis club and fenced park area. During major sporting matches Zone 3 is well used. At other times it is mostly vacant, with the exception of parking areas and entries. Hard surfaces, tall buildings and poorly presenting service areas characterise this zone. Adjacent grassed areas and perimeter planting provide some relief.



Zone 3 - grandstand

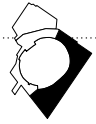
#### Zone 4 - TENNIS CLUB PRECINCT *Council Land*

Zone 4 is located in the northwestern corner of the site and contains the tennis club and associated parking area. Facilities include the clubhouse building with bar and restaurant, amenities, 7 tennis courts and outdoor shelters. Perimeter fencing and service areas physically isolate this precinct from the rest of the park. Despite this isolation, the club is well used by competitive and social tennis players, and the restaurant is popular especially for weekend functions.



Zone 4 - tennis courts

## Appendix A



## Site Analysis

### ZONE 1

#### Overview

Zone 1 extends along the north and south eastern edges of the site, and is bounded by residential properties. It is characterised by sloped terrain which forms a grassed amphitheatre around the playing field, and is a remnant of the site's former use as a brickpit. The zone is very well used by the community and is popular for off-leash dog exercise, picnics and informal spectator seating.

It contains pedestrian entry gates at the end of Woodland Street, a two storey brick amenities and scoreboard building. The adjacent water fountain is a hub of activity for thirsty dogs and human visitors. The terrain slopes down to the south eastern corner forming a low secluded and sheltered area.

#### Character

Zone 1 is the informal hub of the site and a place where people meet. It is well frequented at all times, with casual spectators, picnics, people exercising and walking their dogs. The grassy slopes provide a great vantage point for watching matches and a social space for enjoying the park. Wind and sun exposure can be an issue, perimeter planting, sheltered and low lying areas offer some relief.

#### Signage

There is no signage along nearby Illawarra Road to direct visitors to the entry gates at the end of Woodland Street. The gates with 'Henson Park' lettering above signify the entry to the park at the end of Woodland Street. Within the park there is no cohesive signage or information regarding future events, sporting use, opening and closing times or interpretation. Former Marrickville Council 'Pets in Parks' signage is located at the Woodland, Centennial and Amy Street entries - this delineates dog on/off leash areas and associated rules.

#### Built structures

The Woodland Street entry contains the historic brick gateway building with metal gates, which was rebuilt shortly after 1936. This is a major pedestrian entry to the site, and links to the Henson Hotel nearby. It was funded by the Henson Hotel, and designed by the same architect. The structure is in good condition, with the exception of some missing decorative bricks to the top. Blue and white shuttered openings, now locked, were previously used for ticketing. Fading 'ladies' paintwork and a rusting sewer pipe hint that the female amenities were previously located in this structure too. Access to this area is blocked off with plywood sheeting.

There is a dilapidated two storey red brick building in the north eastern corner of the site. The building is angled to face the playing field which creates a somewhat wind-sheltered dead space behind. The ground floor contains a small kiosk which is used occasionally for larger sporting events. Separate male and female amenities are located on either side of the kiosk. These were upgraded in 2011/2012 and do not contain any ambulant or accessible facilities. Although otherwise functional the toilets are outdated and very dark

inside which makes them difficult to use.

The scoreboard on the second floor is controlled via the amenities/media building in Zone 3. The second floor is no longer used for this purpose as it contains asbestos and is unsafe.

To the south of this zone there is a boxy, single storey red brick building which contains the plant equipment for the Telstra tower.

#### Lighting

The amenities building has external and internal light fittings which are generally turned off. Visible wiring indicates there was once a light on the Woodland Street side of the entry gates which has been removed.

When the playing field is lit for nighttime training sessions, light spills over and illuminates the parkland. Most evenings, and all through summer the lights are turned off and the park is unlit.

This limits informal recreational use of park in the evening, and contributes to a perception that the park is not safe at night time.

#### Facilities

The amenities building with kiosk is described under built structures. Adjacent to this is a hardstand area with water fountain which is well used by thirsty dogs and human visitors. Inadequate drainage and high foot traffic has created muddy areas around the fountain.

Occasionally loose furniture is placed around the parkland by residents to compensate for the lack of fixed seating in shady areas. There is a single bench seat which despite its proximity to the amenities, is a popular spot for visitors to sit. There is greater desire for furniture here than available facilities.

Loose garbage bins and dog waste bag dispensers are located on either side of the Woodland Street gates.

There are no bike racks for visitors arriving via bicycle.

#### Fences + enclosure

The northern boundary is defined by a substantial masonry fence which creates a hard, yet attractive edge.

To the east and south, residential fences of timber palings, metal sheeting and mesh form the park boundary. Some fences are in very poor condition and the lack of consistency in materials gives a higgledy piggledy appearance. Wire mesh fences offer little privacy to neighbouring residents, however they are beneficial in terms of providing passive surveillance of the park.

The combined effect of these boundary conditions is that the park feels like an isolated pocket in suburbia.





Facilities



Access points + existing pathways



Vehicular access roads + car parks



Fence + enclosure



Lighting



Tree cover



Sports + recreation grounds



Contours (approximate)



Services

Existing structure  
Existing handstanding  
Car park  
Road

Service access route  
Formal foot path  
Informal foot path  
Site contour line

Sportsground  
Lawn  
Playground  
Lighting

Stormwater  
Telstra  
Electrical  
Services [unknown]

High fence  
Medium fence  
Low fence/ bollards  
Security gate

Canteen  
Bench  
Toilets  
Water fountain

## Site Analysis

### ZONE 1

#### Access points + existing pathways

The Woodland Street entry has gravel and random loose pavers which creates a poor sense of arrival. Immediately adjacent there are no formal paths, only desire paths around the park via the amenities building and down to the loop track around the playing field. These pathways are evident from the worn away turf and muddy areas.

Along the southern boundary, there is a concrete stormwater gully and pit.

Some properties on Horton and Holmesdale Streets have sewer lines located within the site, adjacent to the boundary.

#### Vehicular access roads + car parks

Woodland Street has limited street parking. The bollards at the Woodland Street entry are removable to allow service vehicle access. The entry gates restrict the height of vehicles. Service vehicles generally access the site via the Sydenham Road entry, and the service entry from Centennial Street in Zone 3, where heights are unrestricted.

There is a gate adjoining the carpark in Zone 3 which allows service vehicle access from the south. During major events this is opened to permit parking on the adjacent flat, low lying grassy area. A fig tree has recently been planted in the centre of this zone, temporary fencing during events will help to prevent damage to the tree and its root system.

#### Sports + recreation grounds

Grassy areas are popular for informal recreation, most notably off-leash dog exercise throughout the day. These areas are also used for picnics and for casual spectator seating during sporting matches. Uncollected litter, dog faeces, urine and muddy areas reduce enjoyment of this area.

#### Ground cover + tree cover

The park lacks shade, with the exception of mature tree planting. This is limited to the perimeter so that views to the playing field are maintained. Established trees include conifers, jacarandas, native brush boxes and a silky oak which provide some habitat for birds and possums.

Recently planted trees will provide additional shade once established. These include Australian teak trees around the perimeter, and a fig in the middle of the low lying area to the south-east.

In high use areas the turf is worn away. Fencing-off affected areas and returfing has improved conditions in the past.

Residents have planted their own gardens and landscaped entries along the south-eastern boundaries. Species are mostly exotic including olive and banana trees, along with cliveas, ribbon grass and geraniums.

#### Services

There is a building described in built structures, which contains the plant equipment for the Telstra tower in Zone 2.





01



02



03



04



05



06



07



08



09



10



11



12

01. View from Woodland Street towards gates / 02. Signage and ground treatment at Woodland Street entry / 03. View towards Woodland Street gates / 04. Amenities building / 05. Water fountain adjacent hardstand and muddy areas / 06. Brick boundary wall with Henson Park lettering / 07. Informal path towards Amy Street entry / 08. Services block for Telstra tower / 09. Stormwater gully along south western boundary / 10. Low lying area to south / 11. Residential boundary fencing / 12. Informal path towards Woodland Street entry

## Site Analysis

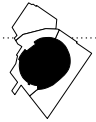
### ZONE 1

Based on the Analysis set out over the previous pages, the following opportunities present themselves within Zone 1.

There are opportunities to:

- Provide facilities and furniture to support a greater range of activities in the park
- Enable morning and evening use by providing lighting and leaving gates unlocked.
- Increase planting around the perimeter to provide shade and habitat
- Improve disposal of rubbish and dog waste with more bins in more locations, and sorted waste to reduce the amount of landfill.
- Repair the Woodland Street gates, and reinstate the painted Henson Park lettering to celebrate the park's heritage charm.
- Demolish the dilapidated second storey of the public amenities building, and provide a new scoreboard with improved visibility. Reconfigure the amenities below to include more natural light, baby change and accessible facilities, and updated kiosk.
- Provide dedicated pathways to reduce muddy areas and improve the pedestrian experience.
- Develop a cohesive strategy for replacement of deteriorating boundary fencing.
- Encourage people to visit the park by bike
- Increase awareness of the park, what it has to offer, and when it is in use for sporting and other events
- Incorporate naturalised bioswales to filter stormwater in low-lying areas.

## Appendix A



## Site Analysis

### ZONE 2

#### Overview

Zone 2 is the low point of the site and contains the playing field, perimeter fencing and spectator seating. The playing field is predominantly used for Rugby League and AFL training and weekend matches. Although open to the public, the oval is only occasionally used for social matches and practice.

The former cycling track surrounds the field and is popular for running; this is separated from the parkland areas by low sandstone retaining walls.

#### Character

Zone 2 is characterised by the playing field located at the park's centre. During sports matches it is the focus of activity; at other times it is almost deserted with the occasional visitor kicking a ball on the field or jogging around the perimeter track.

Although used infrequently, the timber seating instills some character with blue and white paint for the NRL home team, the Newtown Jets.

#### Signage

Various signage here notifies visitors that dogs are not permitted on the playing field under any circumstances.

There are no signs indicating who owns and runs the playing fields, which clubs use them, when matches are scheduled, who can use them and if they can be booked.

Temporary signage is used to indicate when the field is closed.

#### Lighting

Four lighting towers illuminate the field, these were installed in 1976 and turned on in 1980 as part of the park upgrades. Each tower has an adjacent red brick service building.

The amount of light provided is not sufficient for broadcasting matches, however matches are typically played during daytime hours. The lighting is turned on only for evening training sessions, and not for general use of the park. When in use, it illuminates much of the park.

In 2016, the lighting was upgraded to reduce spill to neighbouring residences, and to allow adjustment of the lighting level to suit different sporting usages.

#### Facilities

There are bays of fixed timber benches around the perimeter of the playing field. These were installed in 1976 in place of the cycling track. The seats are used by some spectators during sporting matches, although many opt for the grassy slopes in Zone 1, which have less hard surfaces and more space to recline. The timber benches are seldom used at other times.

Loose garbage bins are located around the perimeter loop track.

#### Fences + enclosure

There is a metal mesh fence around the playing field, which although unattractive is in reasonable condition. This was installed in 1976, after removal of the cycling track and perimeter chain wire fencing.

Low sandstone retaining walls separate the loop track from the grassy slopes of Zone 1. These provide a popular spot to sit and pause. The walls are generally in good condition, however adjacent to the car park some stone is missing and needs to be replaced.

#### Access points + existing pathways

The loop track around the playing field provides access to spectator seating, and is popular for running. It is accessed via the carpark and grandstand area in Zone 3, and by sets of stairs down from the grassy slopes of Zone 1.

Players access the field via gates directly adjacent to the grandstand. There is another gate adjacent to the parking area.

#### Vehicular access roads + car parks

Only service vehicles are permitted in this zone. Service access to the playing field is via gates adjacent to the parking area. There is a gate off the loop track which allows vehicles to access the amenities building in Zone 1. Routes around the perimeter of the park avoid the incline up to the amenities building and are used more frequently.

#### Sports + recreation grounds

The turf playing field is used throughout winter for semi professional NRL and AFL matches. It is home ground to the Newtown Jets NRL club, and Sydney University AFL club - which is a feeder club to the Sydney Swans.

Unlike the majority of IWC playing fields, Henson Park is open seven days a week. Despite constant use through winter, the turf field is in reasonable condition with the exception of field entry and player seating area. Here natural turf is unable to grow due to constant use and poor drainage, and it has been replaced with astroturf. Immediately adjacent areas are muddy and bare.

Council workers are employed to maintain the line markings and playing surface. This requires regular mowing, watering, patching and at times of bare areas. The field is not used for organised sport throughout summer. Nearby schools use the field for sports events.

The amenity of the field is compromised by sinking and subsidence of fill beneath the playing surface. Switching between AFL and NRL goal posts also proves a constant challenge.

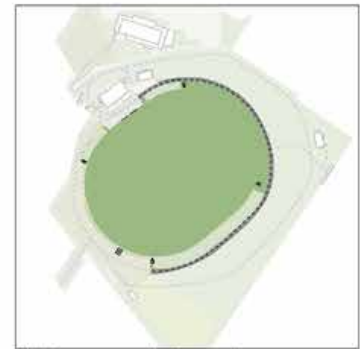
When not in use, the AFL goal posts are stored in a purpose-made cage which runs along the south-eastern edge of the playing field.



Facilities



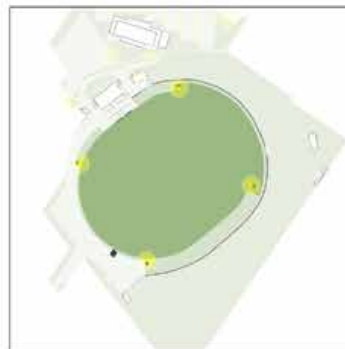
Access points + existing pathways



Vehicular access roads + car parks



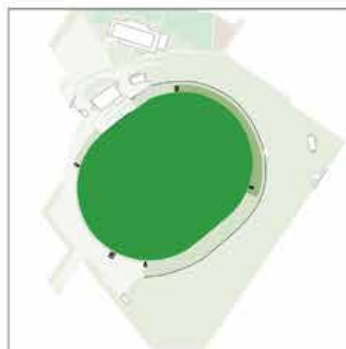
Fence + enclosure



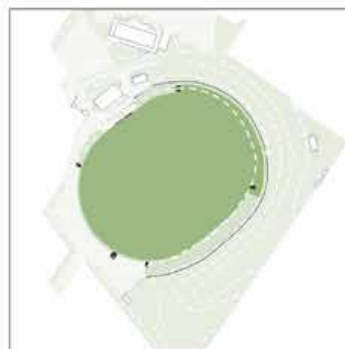
Lighting



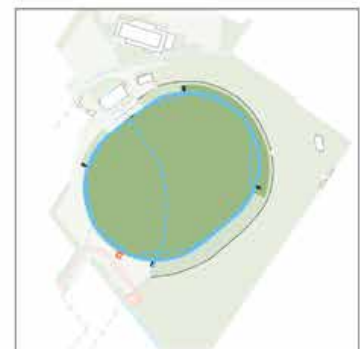
Tree cover



Sports + recreation grounds



Contours (approximate)



Services

Existing structure	Service access route	Sportsground	Stormwater	High fence	Canteen
Existing hardstanding	Formal foot path	Lawn	Telstra	Medium fence	Bench
Car park	Informal foot path	Playground	Electrical	Low fence/ bollards	Toilets
Road	Site contour line	Lighting	Services [unknown]	Security gate	Water fountain

## Site Analysis

### ZONE 2

#### Ground cover + tree cover

The playing field surface is predominantly natural turf and is described in sports + recreation grounds. When not in use for sports matches it is a popular spot for birds to feed on insects.

There are no trees in this zone, only hard surfaces and natural turf.

#### Services

There is an imposing Telstra tower on a concrete plinth to the south east. This was built in 1996 and has easements for access and cabling from the Sydenham Road entry, connecting to the tower and through to the services building located in zone 1.

The four lighting towers placed around the perimeter of the playing field and their services structures are described under lighting.

A concrete drainage channel runs around the perimeter of the field between the playing surface and perimeter fencing. A stormwater pipe is located beneath the playing field. In previous times leakages lead to the formation of sinkholes. This has been addressed, however there is still water sitting beneath the playing field fill.



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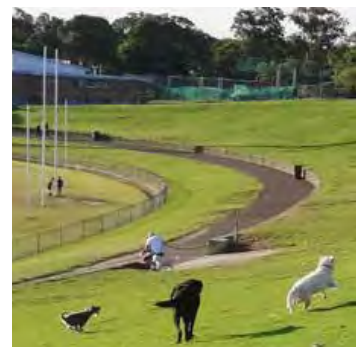
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01. Timber benches on bitumen hardstand / 02. View across playing field / 03. Lighting tower pole and adjacent services building / 04. Telstra tower / 05. Perimeter drainage gully and lighting conduit to edge of playing field / 06. Astroturf surface adjacent to field entry and player seating / 07. Goal post storage / 08. Perimeter loop track and chainwire fencing / 09. Perimeter loop track and retaining walls adjoining zone 1 / 10. Damaged sandstone retaining wall / 11. Southern playing field entry signage / 12. View across field from playing field entry

## Site Analysis

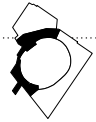
### ZONE 2

Based on the Analysis set out over the previous pages, the following opportunities present themselves within Zone 2.

There are opportunities to:

- Assess and improve the sustainability of the playing field, its associated infrastructure and maintenance regime.
- Improve the condition of the playing surface and explore the potential for increased use for summertime sports, school sports, casual and non-sporting community events
- Establish a goalpost changeover method that is efficient and minimises damage to the playing surface.
- Update signage and fencing to improve the presentation of the playing field
- Develop a continuous perimeter circuit with appropriate lighting for recreational use.

## Appendix A



## Site Analysis

### ZONE 3

#### Overview

Zone 3 contains the Sydenham Road, Centennial Street and Amy Street playground entries, carparking area, grandstand and adjacent 3 storey amenities building. Also included in this zone is a separate path which runs between the tennis club and fenced park area. During major sporting matches Zone 3 is well used. At other times it is mostly vacant, with the exception of parking areas and entries. Hard surfaces, tall buildings and poorly presenting service areas characterise this zone. Adjacent grassed areas and perimeter planting provide some relief.

#### Character

Zone 3 contains the grandstand area, car parking and three of the park entries. It is dominated by hard surfaces, tall structures and poor amenity. The grandstand building acts as a visual anchor point, and gives the park identity as a place for watching sports matches.

Usage fluctuates heavily, with thousands of cheering spectators during matches to only a handful of visitors at other times.

#### Signage

Signage is old, inconsistent, and at times illegible.

As with Zones 1 + 2 there are no signs indicating who owns and runs the playing fields, which clubs use them, when matches are scheduled, who can use them and if they can be booked.

There is no signage along nearby roads to direct visitors to the entry gates. Within the park there is no cohesive signage or information regarding future events, sporting use, opening and closing times or interpretation.

Signage dispersed around the car parking area is out of date and almost illegible. It warns visitors of penalties for not parking in marked spaces, and for parking on the grass.

Former Marrickville Council 'Pets in Parks' signage is located at the Woodland, Centennial and Amy Street entries - this delineates dog on/off leash areas and associated rules.

There is some interpretative signage in this zone. The Charlie Meader memorial gates have a plaque commemorating their namesake, Charlie Meader who was the former groundskeeper and longest serving Marrickville council employee. An adjacent plaque provides some details of the history of Henson Park - it's former use for brickmaking, its demise and transformation into Henson Park.

The grandstand building has a plaque noting the history of the Newtown Jets Club and its association with Henson Park. Immediately above the player entry there is a plaque with details of the opening of the grandstand and those involved. Unfortunately the plaque is located so high up it is very difficult to read.

Although the entry from Sydenham Road is referred to as Jack Chaseling Drive there is no signage indicating this. There is no acknowledgement of the first nations history of the site or description of its attributes prior to European settlement.

#### Built structures

The Centennial Street entry contains an attractive brick structure with ticket windows and entry gates. These were named the "Charlie Meader Memorial Gates" in 2001 in memory of Charlie Meader, the former Henson park caretaker/groundskeeper and longest serving Marrickville Council employee. Adjoining the gates is a weatherboard structure, and a nearby boxy brick services building with concrete roof. The weatherboard structure is the oldest structure on the site, and was a former ticket booth inherited from the Harold Park Raceway.

The Grandstand building is a concrete and steel structure which was built for the empire games in 1938, and was officially opened in 1937. The building was engineer designed, and is the only remaining structure of its kind and era in Sydney.

The grandstand contains two storeys of seating to accommodate approximately 1,000 spectators. The top storey is accessed via a staircase on the north eastern side. In the 1980's this was glazed in and named the 'jet set lounge' with carpeted floors and fixed plastic seating to offer a premium experience. This fitout is in poor condition, as is the adjacent former commentators room.

The ground floor contains player facilities which are accessed directly via a ramp from the playing field. The entry has drainage issues associated with its location at the bottom of a ramp. Facilities include change rooms, showers and toilets along with a small amount of storage for general park equipment. Player facilities are mirrored on each side of the building to accommodate home and away sides. The facilities are configured for male players, and are in poor condition, the plumbing is reported to require servicing almost every game weekend.

As part of 2011/2012 upgrades the grandstand forecourt was resurfaced to provide ramp access, asbestos roofing was replaced, and the building was waterproofed and repainted. Asbestos is likely to be present in the interior of the building.

The north western elevation is the back of house area with visible services and entries. The area presents very poorly and is visible from the Centennial Street entry, the tennis club and along informal pedestrian routes around the park perimeter.

A boxy three storey brick amenities building is located to the north east of the grandstand. Built as part of the 1976 upgrades, this contains a kiosk and public male and female amenities on the ground floor. The amenities have had minor upgrades - as with the northeastern amenities block these do not contain any ambulant or accessible facilities, are outdated and very dark inside.

Levels above are accessed by an external staircase and include spaces for commentators, score keeping and controls for the digital scoreboard.

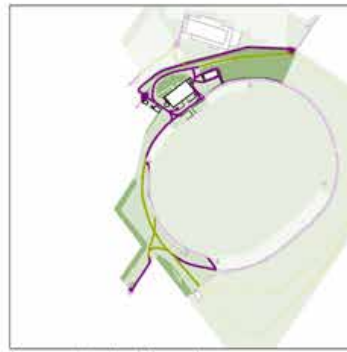
#### Lighting

The grandstand and amenities building have external and internal light fittings which are generally turned off.

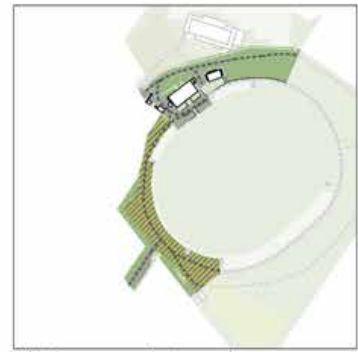




Facilities



Access points + existing pathways



Vehicular access roads + car parks



Fence + enclosure



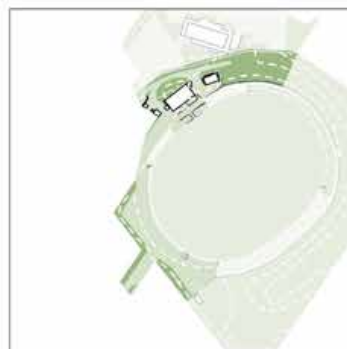
Lighting



Tree cover



Sports + recreation grounds



Contours (approximate)



Services

Existing structure	Service access route	Sportsground	Stormwater	High fence	Canteen
Existing handstanding	Formal foot path	Lawn	Telstra	Medium fence	Bench
Car park	Informal foot path	Playground	Electrical	Low fence/ bollards	Toilets
Road	Site contour line	Lighting	Services [unknown]	Security gate	Water fountain

## Site Analysis

### ZONE 3

A light mounted on the Centennial Street side of the Charlie Meader Memorial Gates provides some illumination to this entry.

When the playing field is lit for nighttime training sessions, light spills over into this zone. Most of the time the lights are turned off and the park is unlit. The lack of lighting around the grandstand area means it is avoided at night time as there are lots of dark corners in seating and back of house areas that feel unsafe.

There is a single lamp post along the path which runs between the park and tennis club from Amy Street to Centennial Street. High fencing on both sides, and the lack of lighting within the park makes this path feel isolated and treacherous at nighttime.

#### Facilities

The grandstand contains seating and player facilities and is described in built structures, along with the amenities building with kiosk and media facilities

There is timber bench spectator seating adjacent to these buildings. With the exception of game days this is typically unoccupied.

To the south east of the carpark there is an old style water fountain which is well used.

#### Fences + enclosure

Residential fences form the park boundary to the south and west. These look untidy as there is so much variation in their age, condition, colour and materials.

There is high chain and barbed wire fencing to both sides of the path between the park and tennis club. This path runs from the Amy Street entry through to Centennial Street. The fencing isolates the path from the rest of the park and gives a hostile impression.

The area between the playing field and the grandstand has low brick retaining walls to address changes in levels. There is also a cage around the grandstand entry to protect players en route to the field and player facilities

Bollards are spaced along the edge of the track to the north east of the amenities. These restrict vehicles from driving on the lower grassy areas.

The playing field fencing is described in zone 2.

#### Access points + existing pathways

The Amy Street entry is accessed via the playground located at the cul-de-sac end of Amy Street. This entry is known and used mostly by local residents, there is no signage on Amy Street to direct visitors to Henson Park. Visitors enter the park via a high security gate and concrete path. From here they can walk to the grandstand precinct, or to the amenities in zone 1 via informal gravel and dirt paths, or downslope to the loop track around the playing field. There is also a separately fenced, and somewhat redundant path which connects to the tennis club carpark and Centennial Street.

The Amy Street footpath, which links through from the Amy Street Playground to Centennial Street will be retained for public access and the existing fence line retained and upgraded.

The pathway will remain open for community access needs (including on ticketed game days and community events).

The Sydenham Road entry 'Jack Chaseling Drive' is the main vehicle entry and connects to the car parking area. This entry has more recently constructed brick and metal gates. Although softened by trees and grassed areas, the presentation and amenity of this entry is poor. There is no clear signage, and the footpath ends at the gates forcing pedestrians onto the road and carpark.

The Centennial Street entry is located at the end of a residential street. It features the Charlie Meader memorial gates which are described in built structures. This entry is mostly used by pedestrians arriving from the western side of Marrickville. During larger sporting events this becomes the main vehicle entry point to the park. The amenity of pathways in the vicinity is poor; they are shared by pedestrians and vehicles, lack signage, and are routed via back of house areas.

#### Vehicular access roads + car parks

Vehicle access to parking areas is typically via the Sydenham Road entry, and the Charlie Meader main gates are locked. For significant matches and events, cars enter via Centennial Street through the Charlie Meader gates and exit via Sydenham Road. The extra traffic requires careful management as congestion on Sydenham Road increases, and access becomes difficult for Centennial Street residents and visitors to the tennis club. A traffic study and traffic management plan is suggested to develop appropriate strategies here.

Service vehicles typically use the Sydenham Road entry for ease of use as this is kept open. The service entry gate off Centennial Street provides access to the grandstand and adjacent amenities building back of house areas. The road surface here is poor and continues north east to become an informal track.

Parking spots are unmarked throughout this zone, which can lead to confusion and safety issues. Approximately 200 cars can fit in the parking area, with some spots allowing visitors to watch matches from their vehicle. There are no permanently designated accessible parking spots.

#### Sports + recreation grounds

There are no formal sports and recreation grounds in this zone. The stretch of grass between the Amy Street entry and amenities building is used for informal recreation including off leash dog exercise, much the same as Zone 1.

#### Ground cover + tree cover

Zone 3 is characterised by hard predominantly bitumen surfaces.

The Sydenham Road entry, has grass and some established trees but is not particularly welcoming or attractive.

The carpark has grassed areas and trees around the perimeter.

The stretch of grass between the Amy Street entry and the amenities building is described in sports and recreation.



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01. Grandstand and amenities building / 02. 'Jet set lounge' upper level grandstand seating / 03. Charlie Meader gates and adjacent service entrance from Centennial Street / 04. View towards Charlie Meader gates / 05. Entry from Sydenham Road / 06. Timber seating adjoining bitumen road / 07. Back of house and degraded road surface / 08. Signage and view towards southern parking area / 09. Entry from Amy Street via playground / 10. Bollards and degraded track from Centennial Street / 11. Separate chainwaire fenced path from Centennial Street to Amy Street playground / 12. Grandstand forecourt and residential boundary fencing beyond

## Site Analysis

### ZONE 3

#### Services

There are water tanks adjacent to the grandstand building and these are used for watering the playing field.

Just inside the Charlie Meader Memorial gates there is a substation. This has a right of way and easement for electricity purposes.

Adjacent to the Sydenham Road entry there is an old style sewer stack.

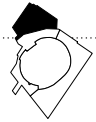
Stormwater infrastructure is located beneath the grandstand, and the Sydenham Road entry. This connects to lines under Northcote Street which direct water into a brick stormwater canal.

Based on the Analysis set out over the previous pages, the following opportunities present themselves within Zone 3.

There are opportunities to:

- Update sporting infrastructure to improve the spectator experience, meet accessibility requirements and attract high calibre matches.
- Build upon the strong identity of Henson Park, as a unique and laid-back sporting venue
- Soften hard surfaces with planting for shade, stormwater management and habitat.
- Upgrade and reconfigure player amenities to suit all user groups
- Assess and improve the sustainability of the grandstand, amenities buildings and associated infrastructure
- Explore lighting and security measures to deter antisocial behaviour
- Develop a system to inform visitors when the park will be used for sporting and other events
- Support a greater range of activities in this precinct to foster use on non-game days.
- Develop an interpretive signage and art strategy to engage visitors with Henson Park's rich history.
- Refurbish the public amenities block to provide accessible and baby change facilities, and improved natural light.
- Remove duplicate fencing and provide dedicated pathways which are accessible and lit to improve the pedestrian experience
- Formalise areas for fixed parking spaces and car through routes, with traffic slowing measures to improve pedestrian safety. Free up areas for other activities when not needed for parking.
- Create inviting gateways to the park, and reduce conflicts between pedestrians, vehicles, bicycles and dogs.

## Appendix A



## Site Analysis

### ZONE 4

#### Overview

Zone 4 is located in the northwestern corner of the site and contains the tennis club and associated parking area. Facilities include the clubhouse building with bar and restaurant, amenities, 7 tennis courts and outdoor shelters. Perimeter fencing and service areas physically isolate this precinct from the rest of the park. Despite this isolation, the club is well used by competitive and social tennis players, and the restaurant is popular especially for weekend functions.

#### Character

Zone 4 is disconnected from the rest of the park. High fencing, the location of entries and service areas create a hostile perception from the outside. Beyond the fencing is a haven for tennis players and restaurant goers. The facilities are from a bygone era, although dated this gives an informal charm.

#### Signage

The carpark gate has signage for the tennis courts with information on booking courts and operating hours. The gate has a closed sign which is visible when it is shut.

The clubhouse entry chainwire fencing has a temporary banner advertising the Newtown Junior Jets, along with security surveillance signage.

The clubhouse building has duplicate tennis court signage, along with signage for the restaurant 'Casa Do Benfica' and lettering for the Marrickville Hardcourt Tennis District Club - although no hard courts remain. The restaurant signage contains no information on specific opening hours, events or booking details. Once inside the club it is unclear where to go to book courts, and whether courts are already booked.

An updated and consistent approach to signage would be beneficial.

#### Built Structures

The tennis clubhouse building was completed in 1961. It is a brick and fibre cement clad building, with membrane and corrugated metal roofing. Although dated, the clubhouse is in reasonable condition.

Other structures include a brick amenities and storeroom building, two brick shelters and two timber gazebos - all are in reasonable condition. These are located at the back of the tennis courts for use by tennis players.

#### Lighting

The tennis courts are lit at night and are open until 11pm. The light spills over and illuminates the parkland adjacent to the Amy Street entry. This allows for passive surveillance and improves the sense of safety in this area. The tennis clubhouse building has external and internal light fittings, and the parking area is lit with pole mounted fittings.

#### Facilities

Facilities include a restaurant with adjacent bar and poker machines, and separate amenities for visitors and tennis players. The restaurant serves Portuguese food and is popular on weekends. It contains a large seating hall with stage which can be rented for private functions.

#### Fences + enclosure

The tennis club perimeter adjoining the park has high chain wire fencing, with barbed wire on top. While this gives a hostile impression, the visual permeability of the fencing allows for passive surveillance of the park and improves the perception of the safety of adjacent areas - particularly fencing to the eastern tennis courts..

The tennis courts also have chainwire fencing, in some instances this creates a double layer of fencing when combined with the perimeter fencing.

The carpark has a low entry gate from Centennial Street and a parking barrier adjoining zone 3. The entry gates close at 11pm.

The west and north western boundaries are defined by a mixture of residential fence types.

#### Access points + existing pathways

Access to the clubhouse is unwelcoming and poorly defined. Visitors enter via the southern side of the building, where they encounter bins and the back of house area is visible. To reach this entry, pedestrians are also forced to walk through the carpark.

There is evidence of a former entry path opposite the paved area between the grandstand and amenities. Fencing and the location of the back of house facilities prevents use of this route.

#### Vehicular access roads + car parks

Vehicle access is via Centennial Street, and is directly adjacent to the Charlie Meader Memorial Gates and the service entry behind the grandstand building. This results in a lot of hard surfaces and a hostile appearance.

The car park contains 61 parking spaces for club and general community tennis players.

During sporting matches, there is conflict and congestion as cars attempt to enter via Centennial Street, at times entering the tennis car park and competing for parking with tennis club patrons. This is an inconvenience for Centennial Street residents. The driveway of the former caretakers residence at 31 Centennial Street is actually located just after the entry to the tennis car park.

Service access and deliveries use the same route as visitors. Subsequently bins and back of house delivery areas are on show when entering the club which creates a poor impression.



Facilities



Access points + existing pathways



Vehicular access roads + car parks



Fence + enclosure



Lighting



Tree cover



Sports + recreation grounds



Contours (approximate)



Services

Existing structure	Service access route	Sportsground	Stormwater	High fence	Canteen
Existing handstanding	Formal foot path	Lawn	Telstra	Medium fence	Bench
Car park	Informal foot path	Playground	Electrical	Low fence/ bollards	Toilets
Road	Site contour line	Lighting	Services [unknown]	Security gate	Water fountain

## Site Analysis

### ZONE 4

#### Sports + recreation grounds

There are 7 artificially turfed tennis courts which are used for lessons, competition and casual games. Courts 3 and 4 are affected by sinking as a result of poor fill beneath.

Courts can be booked in person or via telephone call.

The tennis club closes at 11pm each night, and courts are lit and available for use in the evening. Gazebo and amenities are accessed via adjacent tennis courts which can be disruptive to play.

#### Ground cover + tree cover

The car park is predominantly hard surfaces. Established trees and grassed areas around the north western boundary provide some relief. The entrance to the club is softened by mature trees including a sizable bottle brush. Trees, perimeter planting and grassed areas create a lush atmosphere around the tennis courts.

#### Services

Stormwater infrastructure is located adjacent to the carpark and within the tennis club grounds. The site was formerly a brickpit which was drained and filled. Over time there has been subsidence.



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01. View from entry towards grassed forecourt area / 02. Carpark looking towards back of grandstand / 03. Carpark with grassy mounds and residential boundary fencing beyond / 04. Pedestrian entry via carpark / 05. Centennial Street carpark entry / 06. View from separated pathway towards Centennial Street / 07. Parking adjoining separated pathway / 08. Entry via bins and loading area / 09. Restaurant entry / 10. Tennis court / 11. Covered seating overlooking tennis courts / 12. Restaurant interior

## ZONE 4

Based on the Analysis set out over the previous pages, the following opportunities present themselves within Zone 4.

There are opportunities to:

- Improve the presentation of the club and its interface with the rest of the park
- Develop a consistent signage strategy and identity
- Rationalise booking systems and better inform visitors when facilities are in use
- Encourage greater community use through events and promotion
- Accessibility upgrades to paths, entries, amenities and sporting facilities to suit wheelchair users
- Improve pedestrian safety with dedicated pathways separated from the carpark.
- Establish an attractive entry forecourt area
- Consolidate and screen bins and back of house areas
- Incorporate planting and WSUD strategies into the carpark to filter stormwater and provide some shade.

## Appendix B

## Community Engagement



View from Centennial Street towards the Charlie Meader Memorial Gates. Photography by Welsh + Major Architects.

## Appendix B

### OVERVIEW + ENGAGEMENT STRATEGY

#### 1.0 Summary

Inner West Council engaged the community on their enjoyment of Henson Park, with a view to the preparation of a ten-year plan for the Reserve, which includes a Plan of Management and a Master Plan. Community engagement was carried out via the online platform Your Say Inner West (YSIW), an interactive engagement session at the Marrickville Festival and two drop-in sessions at Henson Park.

#### 1.1 Background

Plans of management must be prepared for all types of parks on community land. Inner West Council has established a parks planning priority list, which nominates which open spaces it feels are in greatest need of new or updated Plans of Management. Henson Park has been nominated as high priority within the Inner West Council area. Previous plans of management were prepared by the former Marrickville Council for the sportsground and park, and for the tennis centre and carpark at Henson Park. Adopted in late 2001 and early 2002, these plans are well beyond the 10 year validity period for a plan of management.

#### 1.2 Promotion

The engagement initiative was promoted by a number of means, including:

- Your Say Inner West project page
- On-site signage
- Media release
- Social media
- E-news
- Council website
- Email to identified groups
- Interactive engagement session at the Marrickville Festival

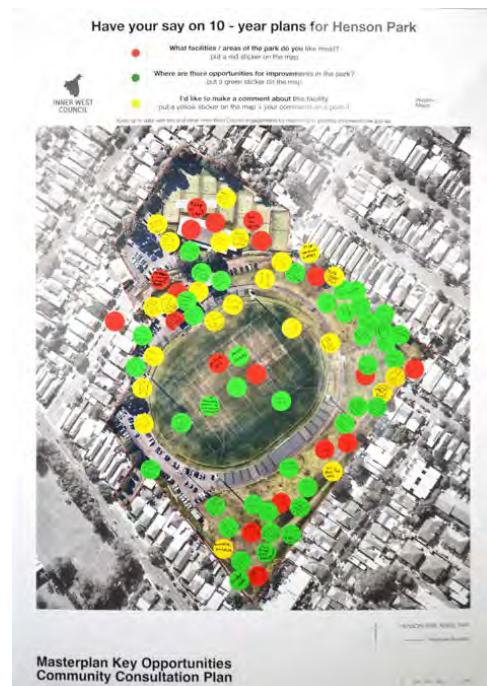
All promotion collateral directed people to the online submission form on YSIW and to the two park drop-in sessions.

#### 2.0 Engagement Outcomes

Outcomes of community engagement have been separated into feedback received at the drop-sessions and feedback received through the online survey.

#### 2.1 Drop-in sessions

Inner West Council's held an interactive engagement session at the Marrickville Festival on 20.10.19 a day before the Your Say Inner West project page opened.



Above & below: Drop-in session information boards & feedback



## Community Engagement

### DROP IN SESSIONS

Festival goers given the opportunity to stick post it notes on a large map of the park commenting on what works well and what might need to be brought to the attention of IWC.

Two drop in sessions were held at Henson Park, one on Wednesday evening 06.11.19, 5.30-7pm, and the other on Saturday morning 09.11.19, 10-11.30am.

The material consisted of two A1 panels, which displayed an overall map of the park and some images of current parts of the park or activities and features of other parks in order to prompt discussion.

Printed boards outlined key activities, both existing and proposed, as well as a map indicating the site area. Members of the public were asked to identify the facilities and areas they liked the most, and which facilities and areas they felt had room for improvement. Comments on additional items were also welcomed.

Park visitors who approached were asked to identify facilities and areas that they liked the most, and which facilities they felt had room for improvement, through coloured stickers on the panels. Comments on areas for improvement were also welcomed. The sessions were productive with a number of park visitors approaching the team and engaging with the material to have their say. The comments have been themed and are presented without hierarchy.

There were no organised sports matches during the sessions as the NRL and AFL seasons are over. Generally the consultation attendees lived locally and had walked to the reserve, many with their dogs.

The second consultation was more heavily attended. Attendees were concerned about the notification period, the impact greater sporting club involvement could bring, loss of access to the park, and issues with safety and parking.

Community feedback has been themed for ease of reference.

#### Movement and parking

- Users requested some formal paths and extended hardstand around the Woodland Street amenities to address muddy areas
- There was a lot of concern around parking and traffic management. Centennial Street residents sought improvements to event parking and traffic management to reduce the inconvenience to residents, and to ensure pedestrian safety.
- The majority of users were against increasing the amount of parking, especially if it reduced the amount of green space. They noted the full capacity is used only occasionally, and suggested shuttle buses and arrangements with nearby schools would be more appropriate.
- Tennis club users were unhappy with the impact of events on their parking area. At times the parking is taken for events, or congestion on Centennial Street limits access

which is problematic for visitors with mobility requirements.

- The Sydenham Road entry was noted as having poor amenity for pedestrians.
- Some users would like to see a shared circuit around the edge of the playing field for exercise
- A staircase from the Woodland Street amenities down to the perimeter track, and more playing field entries were suggested to improve access to these areas.

#### Recreational use

- Users requested lighting, safety and access improvements to enable early morning and evening use.
- There was a lot of support for retaining off-leash dog areas in the park. Many users noted their preference to bring their dogs to Henson Park as the only off leash dog area in the immediate vicinity that isn't surrounded by roads. A number of users without dogs noted they visited the park specifically to enjoy watching the dogs. Some suggestions for improvement included better patrols for dog owners not doing the right thing, and buffer areas or barriers between on and off-leash areas – particularly near parking areas
- A number of users were in favour of a community fitness area
- Users expressed their enjoyment of places to sit and observe activities in the park – in particular the tennis club, and the grassy slopes for watching sports matches and dogs. The informal nature of these spaces was valued
- There was support for increased organised community events and activities in the park such as outdoor yoga, dog training sessions and dance classes in the tennis club hall.
- Users identified less frequented flat areas as having potential to support a greater range of activities in the park. Suggested activities include a kick wall, cricket nets, outdoor gym, basketball half stand and handball court, skate park and community garden.
- Some users were keen to see the inclusion of a track for cycling and running.

#### Playing fields and organised sport

- A number of participants wanted to see more community use of the oval, along with a greater diversity of sports i.e. soccer, summer cricket, and the return of 'vigoro'.
- The poor condition of player facilities, and lack of facilities for female players were flagged as priority items to address.
- Sports spectators and non-sports spectators were supportive of a new PA system. They noted the poor sound quality and volume control of the current system reduced their enjoyment of the park.
- Many respondents expressed strong opposition to synthetic

## Appendix B

### DROP IN SESSIONS

playing surfaces.

- Participants who use the playing field for exercise were keen to see their access maintained.

#### Lighting

- Spill over and inconsistent operating hours were noted as issues with the current playing field lighting.
- Many users were keen for the park to be better lit for early morning and evening recreation. The operating hours and potential nuisance to residents were flagged as issues to be carefully addressed.
- A number of users felt lighting improvements would increase their sense of safety at night, and also help to deter antisocial behaviour.

#### Facilities and furniture

- Users were supportive of new or upgraded amenities, noting the lack of accessible and baby change facilities, poor lighting, poor presentation and inconsistent locking times as issues with the current facilities.
- Some participants wished to have an on site coffee shop, while others were less supportive as there are local businesses in close proximity.
- A number of participants with children suggested some kids spaces integrated into the park would be beneficial.
- There was a lot of support for retention of the tennis club and restaurant with some minor upgrades.
- Users were keen to see sustainable technologies and strategies incorporated in the park upgrades, particularly solar panels, LED lighting, rain + stormwater treatment and harvesting.
- There was a lot of support for more seating in ambient and shaded locations around the park, and for more water stations. Some users were keen to see barbeque and party facilities
- Dog owners requested more bins and bag dispensers in more locations for dealing with dog waste. There was also support for a dog pond.
- Users requested improved provisions for waste disposal - specifically the inclusion of recycling bins, more bins in more locations, and more sustainable methods for dealing with waste.
- Many participants requested bike racks to encourage visitors to arrive via bike.
- Notice boards and/or a Henson Park website were suggested to keep residents and visitors informed of future events so

they can plan their activities to suit.

#### Biodiversity and green space

- There was huge support for more shade trees. Increased native planting to provide habitat and food for birds was also a priority. A number of users mentioned that they enjoyed watching the different visiting species throughout the year.
- Many residents cited the green spaces as their favourite part of the park. Loss of access to these spaces during upgrades and events was a big concern.

#### Sense of place

- The majority of users were keen for the park to remain essentially as it is, with some minor upgrades.
- Gentrification, over programming, over development and loss of public access were key concerns. Users stressed the importance of maintaining the informal character and laid back vibe of the park.
- A greater presence of the site's history and interpretation of this was identified as something that would enhance visiting the park.
- A number of participants mentioned the 'Henson Park' lettering as something they would like to see reinstated.

#### Maintenance

- Areas respondents felt were in need of maintenance include the grassy sloped areas to address dry patches, and the degraded bitumen surfaces behind the grandstand
- The entry gates and lettering, the grandstand and the two amenities blocks were also flagged as requiring maintenance.

## Community Engagement

### ONLINE SURVEY

#### 2.2 Online survey

An online survey was conducted in October and November 2019 through the 'Your Say Inner West' (YSIW) website, seeking feedback on a range of questions regarding Henson Park. The survey included multiple-choice and essay style questions and was open for public response for five weeks from 21.10.19 to 17.11.19.

The project page received 723 visits. 278 visitors participated in viewing documents and information, of whom 192 visitors contributed to the online submission form.

Quantitative responses to the multiple-choice questions are displayed visually in the Engagement Outcomes section below. Text based responses to the essay style questions have been grouped into themes, and issues which featured the most prominently have been summarised below.

No written responses were made on behalf of organisations.

A number of essay style questions were asked, to establish

community opinion of Henson Park in more detail.

Q1: 'What are the main reasons you visit Henson Park?'  
Please tick all that apply' (see figure 1 below)

Q2: 'How often do you visit Henson Park?'  
(see figure 2 overleaf)

Q3: 'How do you get to Henson Park?'

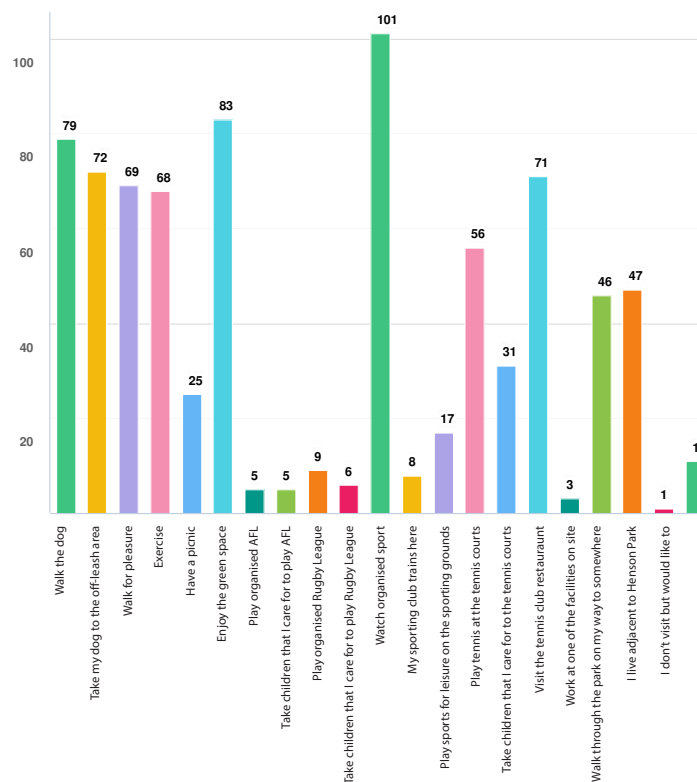


Figure 1. Responses to Q1: 'What are the main reasons you visit Henson Park?'

## Appendix B

### ONLINE SURVEY

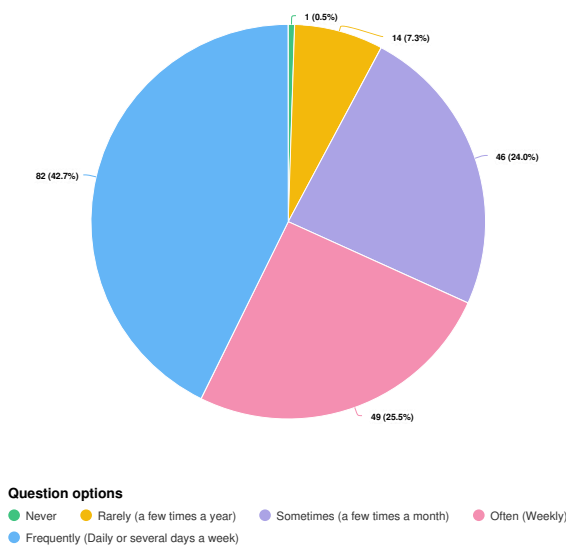


Figure 2. Responses to Q2: 'How often do you visit Henson Park?'

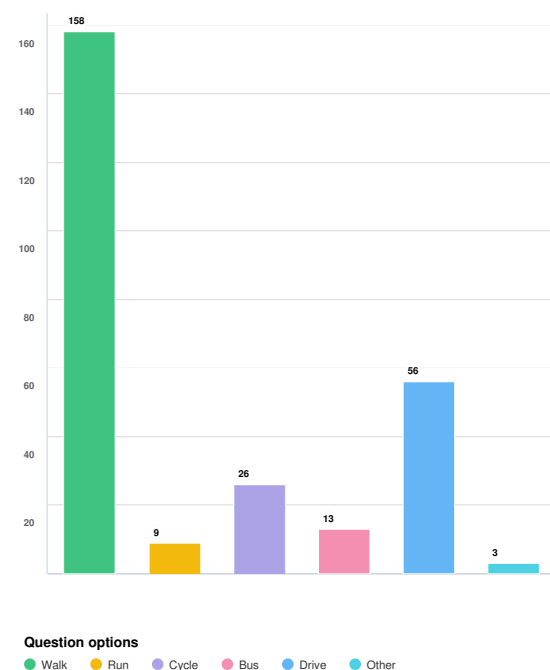


Figure 3. Responses to Q3: 'How do you get to Henson Park?'

(see figure 3 overleaf)

Q4: 'Please describe what you value about Henson Park.

You may like to describe what it looks like, how you use it or how it makes you feel.'

Responses to this question were overwhelmingly positive and emotive, focusing on users' appreciation of the green space which they interact with when using Henson Park. A number of users described the park as an 'oasis' or 'hidden gem'. Many users noted the benefit of this open space on both their physical and mental health and wellbeing. Many users expressed their enjoyment of sporting events and the spectator experience.

The root of what users valued most about Henson Park was repeatedly attributed to:

- The close proximity of a substantial pocket of nature to the built environment;
- The size and scale of open space;
- The elevated views of the sports field, and the wonderful sunrises and sunsets
- The grassy areas, as an oasis of calm and tranquillity;
- Interaction with dogs, their owners and the community;
- Having a large, unstructured and enclosed area which is safe for dogs to use off leash, and for children to play.
- Availability of open space for use by casual and organised recreation/ exercise.
- The range of activities catered for by the park
- Attending organised sport and other events, and the spectator experience.
- The relaxed atmosphere, character and affordability of the tennis club and restaurant
- The heritage value of the park, including its historic feel, nostalgic value and sporting history.
- The affiliation with the Newtown Jets as their home ground

Q5: 'What don't you like about Henson Park?'

- The threat of commercialisation and development of the site
- The restrictions increased sporting use could place on general free community access to the park.
- Event traffic management and parking, particularly for Centennial Street residents and tennis club visitors. Congestion, safety issues, damage to residents cars, and the impact on resident parking were key issues.
- The antisocial behaviours of some sports attendees leaving the park drunk and loud.
- The quantity of waste left around the park by attendees of sports matches and other events.
- The facilities need to be upgraded to support sporting use, and to improve the spectator experience.
- That the facilities are visually run down and generally in poor condition.

## Community Engagement

### ONLINE SURVEY

- The lack of prior notification for sports and other events. I can't use the park when there is a paid event, and access is restricted well before and after the event.
  - The long-term damaging impact of allowing cars to drive and park on the grass for sports and other events.
  - The scoreboard is hard to see, especially when it is sunny
  - The poor quality speaker system and use of it during low attendance matches.
  - Limited food and beverage options at games
  - The grandstand and seating are too far from the field and the grandstand needs updating.
  - The placement of generators, barbecues and event infrastructure near adjoining properties.
  - There are no women's sports matches, and no facilities for female players.
  - The management of intrusive sports field lighting - light spills across to residents and sometimes the lights are on when there is no training.
  - The lighting is not suitable for broadcasting matches.
  - The lack of parking on game days
  - The lack of signage and information about ways other than driving to get to the site.
  - There is no sport to watch in summer
  - Not enough use of the playing field by local teams and the community.
  - The public amenities blocks. Specifically their appearance, condition and amenity - poor lighting levels day and night, irregular opening hours, no accessible or baby change facilities, varying opinions on state of cleanliness.
  - Dog owners who don't supervise their pets, or pick up after them.
  - The dominance of off-leash dogs makes it difficult to have a picnic, and to exercise dogs on the leash.
  - The lack of shelter from the sun, wind and rain
  - There is only one non-spectator seat in the park, more seats are needed.
  - Not enough water fountains
  - There are not enough bins and bin locations, and there are no recycling bins.
  - I feel unsafe visiting the park at night
  - I can't use the park when it's dark in the morning or at night because there are no lights and the gates are locked
  - The bitumen surfaces around the grandstand and car park are in poor condition and aren't kid friendly.
  - No bike parking areas
  - Dangerous driving through car park and the safety risk for pedestrians and dogs.
  - The footpath from Amy Street playground to Centennial Street is very dark at night and also too narrow. Two can't fit passing and there are many bikes/walkers/prams.
  - Pedestrian and cyclist conflicts when using the sports field perimeter track
  - The bare areas around the edges of site
  - The derelict wire fencing around the perimeter of parts of the site
  - The separation of the tennis club and park
  - There are not enough tennis courts, especially on weekends when they are booked out.
  - The Sydenham Road entry is unattractive and unsafe where the footpath ends
  - The expanse of hard surfaces and car parking
  - There are no gardens or areas of native vegetation, the extra grass parking is only used a few days of the year.
  - There are not enough trees
  - The grassed areas need better maintenance - it is only fixed when it becomes a dust bowl.
  - The walking circuit is interrupted by the car park
  - The paths are muddy and uneven
  - The grandstand is used for antisocial activities at night, left-over glass and syringes make it unsafe.
- Q6: 'What improvements would you like to see to Henson Park?'
- Responses to this question mirrored many of the themes which had been highlighted as 'dislikes' in the previous question, and reinforced themes which had been 'liked' in the first essay question.
- Nothing that removes the feel of it being a traditional venue, and the way it brings the community together.
  - More community use, less organised sport
  - Extend the hours of operation of the park and its facilities. Provide lighting for evening and morning use, while minimising spill over to nearby residents.
  - Cleaner, better, well-lit toilets with baby change and accessible facilities, regular opening hours and maintenance
  - More shelter
  - Access and surface improvements with linking pathways around the park
  - Markers outlining the history of Henson park, to give people

## Appendix B

### ONLINE SURVEY

the chance to understand how the park has evolved with the community.

- Improvements in the greening of the space including more perimeter trees for shade and habitat, low planting and gardens.
- Reducing the expanse of hard surfaces and parking.
- Better chemical-free maintenance of grassed areas to address damage from dogs and vehicles. Limit vehicle access to grassed areas for events.
- Pedestrian safety improvements to vehicle entries and parking areas
- Develop and enforce an event transport and parking strategy. This could include timed parking in residential streets, bike parking, a shuttle bus service from Sydenham Station and ongoing parking arrangements with neighbouring schools.
- Upgraded player amenities to cater for female players and to address drainage and plumbing issues,.
- Attract higher calibre matches
- Grandstand upgrade, new scoreboard and public address system to improve spectator experience.
- Better communications to keep residents in the loop when events are on. Fairer policies for access to residents - don't keep the gates locked all day
- Better amenities, car parking and food and beverage options on game days.
- Increased storage for people using the field to assist in operations
- More gates and paths for accessing the field for halftime activities. New aesthetically pleasing fencing around the field
- Better cleanup after matches, ban glass during events
- Dog provisions - more bins, bag dispensers and water fountains in more locations. A shallow pool to cool off would be great
- Address the interface with car parking, off and on-leash dog areas.
- Signage, training sessions and enforcement to keep owners aware of their obligations to control and clean up after their dogs to prevent nuisance to other park users.
- More bins in more locations including recycling. Consider alternatives to landfill for dog waste.
- Facilities such as cricket nets, a hockey field and track for wheeled sports.
- More sports variety and use throughout the year including women's sports, junior matches, soccer and cricket
- Subtle multi purpose elements to encourage community

use such as community gardens, nature based play for kids, fitness equipment, seating, outdoor chess and informal sports areas.

- A community hall or clubhouse which can be hired out
- A cafe
- Upgrade but not overhaul of tennis facilities and restaurant so that they are more accessible, improve external aesthetics.
- More seats in ambient locations
- Better lighting for tennis courts, more tennis courts
- Colour and paint to improve aesthetics and provide scope for art and interpretation
- Reduce demand for resources with integration of solar panels, LED lights, rainwater harvesting and reuse, stormwater treatment. Improving the sustainability of buildings would be a great step forward.
- Better venue facilities for additional recreation activities & festivals.
- More community festivals, markets and opportunities for socialising with dogs.
- A soft fall play space rather than so much tar based surfaces so that younger kids could engage in other activities whilst games are on..

Q7: 'What do you think should be the main priority of the parks plans?'

- To reflect community needs, making sure that Henson Park considers and accommodates everyone who wants to use it. It should be family friendly, inviting and inclusive to all visitors, nature and types of casual or organised sport and recreation.
- More female inclusive sports, activities and facilities
- Maximising community use, maintaining and building upon current assets while retaining the parks character.
- Reconciling the different sport and recreation agendas in an inclusive way
- More trees, shade and shelter
- Better toilet facilities and park furniture
- Upgraded sports facilities for players and spectators, without compromising the relaxed feel of the park, and affordability of attending sports matches
- Dog friendly, and supporting of casual community connection through that.
- Green space
- Open and accessible
- Supportive of informal exercise and healthy lifestyles.
- Park access and pathways.

## Community Engagement

### ONLINE SURVEY

- Keeping the casual, relaxed feel
- Sports and recreation
- Weekly morning and evening use
- Better accessibility for wheelchairs and prams.
- More events which aren't exclusively sports related.
- Retaining off leash areas
- Retaining the tennis courts, club and restaurant

Q8: 'To what extent do you agree with the following statements?'  
(see figure 4 below)

Successful aspects of Henson Park were highlighted by responses to this question:

- Users feel part of the community when they visit Henson Park;
- Users feel safe when they visit Henson Park during the day;



#### Question options

strongly agree agree unsure / Not applicable disagree strongly disagree

Figure 4. Responses to Q8: 'To what extent do you agree with the following statements?'

- Users think Henson Park has a nice character;
- Users find it easy to walk around Henson Park;

Less successful aspects of Henson Park were also highlighted by responses to this question:

- Users feel substantially less safe in the park after dark than during the day;
- Users find it difficult to find information about Henson Park;
- Although not the majority, a number of users feel that Henson Park is not well maintained

Q9: 'Do you have any other comments on Henson Park?'

- Retaining the tennis club, tennis courts, and off-leash dog areas is very important
- Too much modernisation would erode the charm, heritage and unstructured nature of the park. There are few places where you can wander down, watch a game or go for a run and feel so connected to your local space
- There needs to be more balance in the quality of the facilities for the local users of the venue as a park. Green open space is at a premium. Despite being a sports oval the existing use of Henson Park by all community groups should be respected.
- Keep green space and facilities, don't place too much emphasis on parking for occasional sports matches and events.
- The park is a fantastic asset to the community. The current mix of activities is great with the understanding that it needs to maintain a level of quality to attract professional sporting groups. Consider the amount of use of the oval turf before increasing sporting use as it rarely makes it to the end of season despite excellent work by the groundsman.
- We have a responsibility to maintain heritage and enhance built infrastructure with a long-term view.
- Let's get other things happening there besides sport.
- Keep the park inclusive, don't zone off areas for specific people.
- Maintain easy, cheap events and ensure that there are little to no barriers for people to enjoy the public space. Big events need to be better managed, with more food, bathrooms, notification and location of activities on the site to minimise the impact on residents.
- Please keep the park open, don't close everything for upgrades

## Appendix B

### OTHER INPUT

#### 2.3 Other input

Council received no written responses from organisations during the initial engagement period.

A meeting was held on 28.11.19 with representatives from Inner West Council, the Newtown Jets and AFL NSW - Sydney Swans to gather their feedback. Themes raised in the meeting are summarised below.

##### 1. NRL - Newtown Jets

- Supportive of continued arrangement to share the grounds with AFL, noting the damage to the field from AFL is far less than from soccer, partly due to the larger area required for AFL. Stakeholders discouraged use of the grounds for soccer; previous use increased maintenance requirements, and the field was unplayable by the 4th month.
- Stakeholders expressed the need to improve the playing surface, and address sinkholes. It needs to be of a certain level for professional players, otherwise the risk of injury is too high.
- Improved player amenities are needed with four changerooms, and reconfiguration of existing facilities to suit first grade matches. Facilities would also need to accommodate female players, there is a possibility of a female Jets team.
- The spectator experience needs to be improved, specifically with a new scoreboard as the current one is difficult to see, and a new public address system as the current system is virtually inaudible. Fixing grandstand seating and completing access upgrades were also noted as priorities.
- Funding is of big concern, preference to upgrade/refurbish buildings rather than replace them if more cost effective.
- Acknowledging the history of the Jets association with Henson Park was raised as something to be incorporated into future plans. Visitor 8972 was noted as significant to Jets lore.

##### 2. AFL NSW - Sydney Swans

- AFL stakeholders also expressed the need to improve the playing surface so that it can be classified as a tier 2 level field. Facilities upgrades would need to follow for the ground to be classed as a tier 2 elite sports facility. Upgrades are proposed to visitor and player amenities, including amenities for female players, coaches boxes, a media viewing area, and grandstand upgrades.
- Options to improve the playing surface were discussed. Stakeholders explained a tier 2 surface needs to be predominantly natural turf and kept to a high standard. As such, intensifying current use of the playing surface, along with grassy park areas was discouraged to retain good levels

of grass coverage.

- More durable turf systems were flagged for further investigation - these include reinforced turf with sand substrate, and hybrid turf with 10-15% synthetic fibres.
- Stakeholders noted the significant cost of making the grandstand access and BCA compliant, and requested these costs be borne by the Inner West Council.

##### 3. Inner West Council

- The current 15,000L water tank capacity is a severe limiting factor to keeping the grounds in good condition. Inner West Council representatives explained only partially watering the field takes many hours as the current tank capacity is inadequate. New water tanks with at least 100,000L combined capacity were recommended to provide sufficient water supply and reduce the time to complete irrigation cycles.
- The damage to the ground and goal posts caused by rotation between NRL and AFL needs to be addressed. Inner West Council representatives noted their preference for staff training and management of goal post changeover rather than more costly engineered solutions.

## Appendix C

## Grandstand proposal



## CRAWFORD ARCHITECTS



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SUITE 101, LEVEL 1, 180 MOUNT STREET  
NORTH SYDNEY NSW 2060 AUSTRALIA  
ABN 56 125 775 135  
NOMINATED ARCHITECTS  
TONY GRAY 003 & PAUL COOKE 0706

P: 02 9460 3644 www.crawford.com.au  
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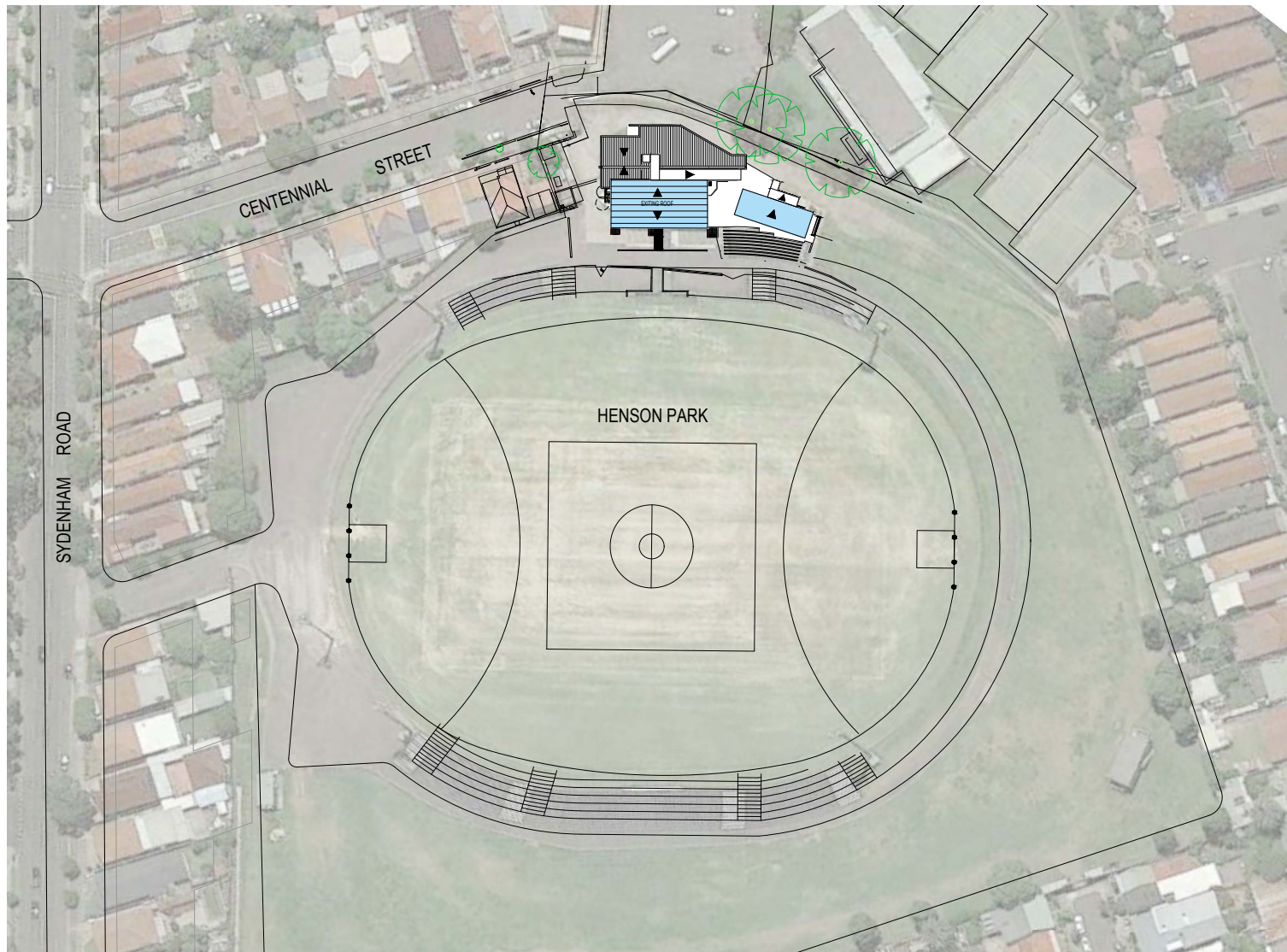
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NORTH SYDNEY NSW 2060 AUSTRALIA  
ABN 56 125 775 156  
NOMINATED ARCHITECTS  
TONY GRAY 003 9 444 0000/0011 6706  
P 02 9460 3644 www.crawford.com.au  
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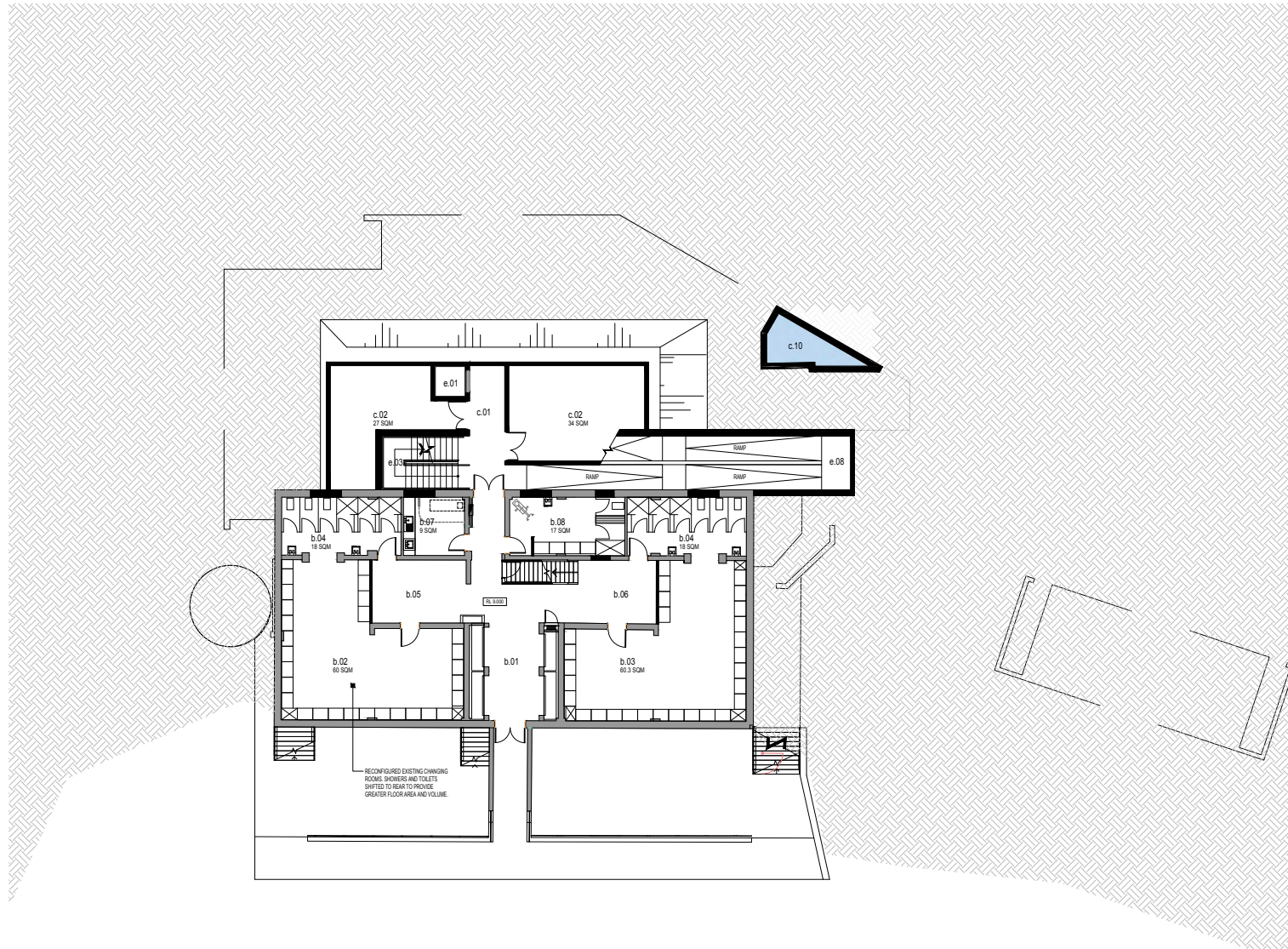
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a.09	-
a.10	-
a.11	-
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b.02	CHANGE ROOM 01 (27)
b.03	CHANGE ROOM 02 (28)
b.04	AMENITIES
b.05	CHANGE ROOM 01 VESTIBULE
b.06	CHANGE ROOM 02 VESTIBULE
b.07	FIRST AID
b.08	SMALL EVENT UMPIRES
b.09	BIG EVENT UMPIRES
c.01	LIFT AND STORE VESTIBULE
c.02	STORE
c.03	INTERVIEW / PRESS CONFERENCE ROOM
c.04	ENTRY
c.05	CHANGE ROOM 03 (30)
c.06	MEDICAL ROOM 01
c.07	CHANGE ROOM 04 (30)
c.08	MEDICAL ROOM 02
c.09	AMENITIES
c.10	ICE BATH
c.11	FUNCTION ROOM
c.12	-
c.13	-
c.14	COMMUNITY ROOM
c.15	COMMUNITY ROOM STORE
c.16	ACCESSIBLE TOILET
d.01	CANTEEN
d.02	AMENITIES - FEMALE
d.03	AMENITIES - MALE
d.04	ACCESSIBLE TOILET
d.05	KITCHEN AND STORE AREA
d.06	TELEVISION BROADCASTER & COMMENTARY ROOM
d.07	RADIO BOX
d.08	PRINT AND ONLINE MEDIA ROOM
d.09	COACHES BOX 01
d.10	COACHES BOX 02
d.11	BROADCAST CAMERA POSITION
d.12	TIME KEEPER AND AFL OFFICIAL STATISTICS PROVIDER
d.13	PLAZA
e.01	LIFT 01
e.02	LIFT 02
e.03	STAIR 01
e.04	STAIR 02
e.05	STAIR 03
e.06	STAIR 04
e.07	STAIR 05
e.08	RAMP

ALL DIMENSIONS & LEVELS TO BE CHECKED ON SITE BY CONTRACTOR PRIOR TO CONSTRUCTION. ALL DIMENSIONS & LEVELS TO BE CHECKED ON SITE BY CONTRACTOR PRIOR TO CONSTRUCTION. ALL DIMENSIONS & LEVELS TO BE CHECKED ON SITE BY CONTRACTOR PRIOR TO CONSTRUCTION. ALL DIMENSIONS & LEVELS TO BE CHECKED ON SITE BY CONTRACTOR PRIOR TO CONSTRUCTION.



AFL NSW/ACT

HENSON PARK

BASEMENT FLOOR PLAN



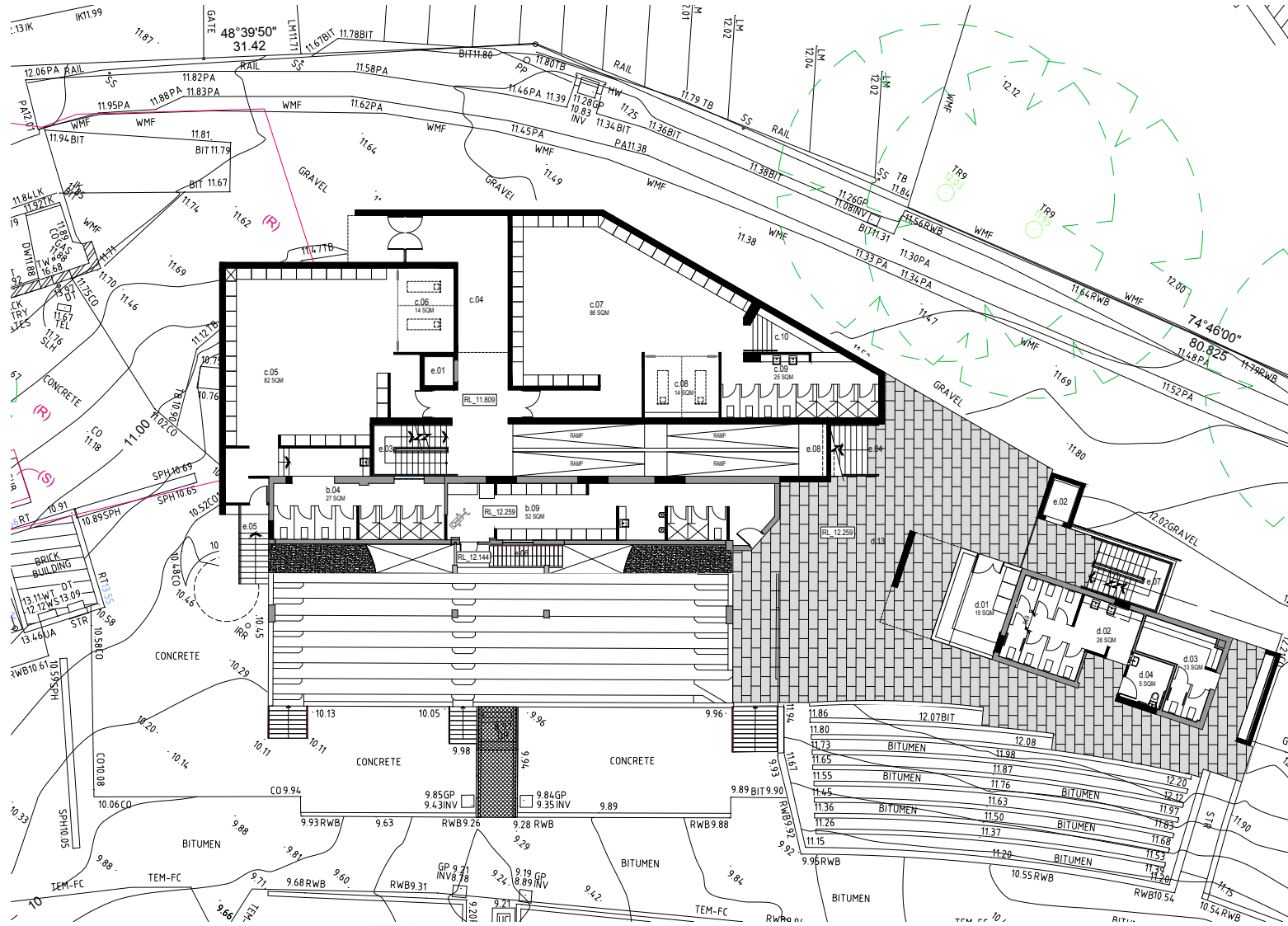
SCALE 1:100 @ A1 / 1:200 @ A3  
APPROVED  
DRAWN  
CHECKED  
DATE FEB 2021  
STATUS SKETCH

PROJECT NUMBER 21009

A100

04

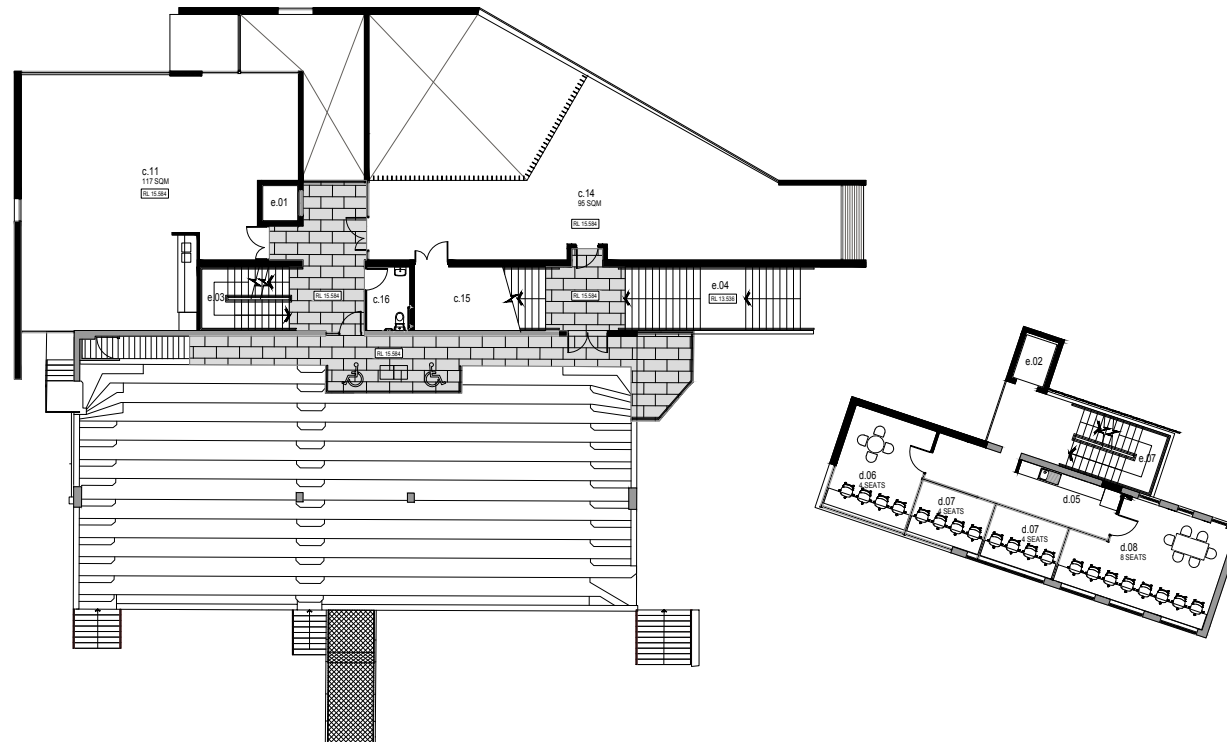
crawford architects



- KEY
- a.01 OVAL
  - a.02 ENTRY
  - a.03 PARKING
  - a.04 COACHES BENCH
  - a.05
  - a.06
  - a.07
  - a.08
  - a.09
  - a.10
  - a.11
  - a.12
  - b.01 ENTRY
  - b.02 CHANGE ROOM 01 (27)
  - b.03 CHANGE ROOM 02 (28)
  - b.04 AMENITIES
  - b.05 CHANGE ROOM 01 VESTIBULE
  - b.06 CHANGE ROOM 02 VESTIBULE
  - b.07 FIRST AID
  - b.08 SMALL EVENT UMPIRES
  - b.09 BIG EVENT UMPIRES
  - c.01 LIFT AND STORE VESTIBULE
  - c.02 STORE
  - c.03 INTERVIEW / PRESS CONFERENCE ROOM
  - c.04 ENTRY
  - c.05 CHANGE ROOM 03 (30)
  - c.06 MEDICAL ROOM 01
  - c.07 CHANGE ROOM 04 (30)
  - c.08 MEDICAL ROOM 02
  - c.09 AMENITIES
  - c.10 ICE BATH
  - c.11 FUNCTION ROOM
  - c.12
  - c.13
  - c.14 COMMUNITY ROOM
  - c.15 COMMUNITY ROOM STORE
  - c.16 ACCESSIBLE TOILET
  - d.01 CANTEN
  - d.02 AMENITIES - FEMALE
  - d.03 AMENITIES - MALE
  - d.04 ACCESSIBLE TOILET
  - d.05 KITCHEN AND STORE AREA
  - d.06 TELEVISION BROADCASTER & COMMENTARY ROOM
  - d.07 RADIO BOX
  - d.08 PRINT AND ONLINE MEDIA ROOM
  - d.09 COACHES BOX 01
  - d.10 COACHES BOX 02
  - d.11 BROADCAST CAMERA POSITION
  - d.12 TIME KEEPER AND AFL OFFICIAL STATISTICS PROVIDER PLAZA
  - d.13
  - e.01 LIFT 01
  - e.02 LIFT 02
  - e.03 STAIR 01
  - e.04 STAIR 02
  - e.05 STAIR 03
  - e.06 STAIR 04
  - e.07 STAIR 05
  - e.08 RAMP

ALL DIMENSIONS & LEVELS TO BE CHECKED ON SITE BY CONTRACTOR PRIOR TO CONSTRUCTION. ALL DIMENSIONS & LEVELS TO BE CHECKED ON SITE BY CONTRACTOR PRIOR TO CONSTRUCTION. ALL DIMENSIONS & LEVELS TO BE CHECKED ON SITE BY CONTRACTOR PRIOR TO CONSTRUCTION. ALL DIMENSIONS & LEVELS TO BE CHECKED ON SITE BY CONTRACTOR PRIOR TO CONSTRUCTION.

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	KEY
a.01	OVAL
a.02	ENTRY
a.03	PARKING
a.04	COACHES BENCH
a.05	-
a.06	-
a.07	-
a.08	-
a.09	-
a.10	-
a.11	-
a.12	-
b.01	ENTRY
b.02	CHANGE ROOM 01 (27)
b.03	CHANGE ROOM 02 (28)
b.04	AMENITIES
b.05	CHANGE ROOM 01 VESTIBULE
b.06	CHANGE ROOM 02 VESTIBULE
b.07	FIRST AID
b.08	SMALL EVENT UMPIRES
b.09	BIG EVENT UMPIRES
c.01	LIFT AND STORE VESTIBLE
c.02	STORE
c.03	INTERVIEW / PRESS CONFERENCE ROOM
c.04	ENTRY
c.05	CHANGE ROOM 03 (30)
c.06	MEDICAL ROOM 01
c.07	CHANGE ROOM 04 (30)
c.08	MEDICAL ROOM 02
c.09	AMENITIES
c.10	ICE BATH
c.11	FUNCTION ROOM
c.12	-
c.13	-
c.14	COMMUNITY ROOM
c.15	COMMUNITY ROOM STORE
c.16	ACCESSIBLE TOILET
d.01	CANTEEN
d.02	AMENITIES - FEMALE
d.03	AMENITIES - MALE
d.04	ACCESSIBLE TOILET
d.05	KITCHEN AND STORE AREA
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d.09	COACHES BOX 01
d.10	COACHES BOX 02
d.11	BROADCAST CAMERA POSITION
d.12	TIME KEEPER AND AFL OFFICIAL STATISTICS PROVIDER
d.13	PLAZA
e.01	LIFT 01
e.02	LIFT 02
e.03	STAIR 01
e.04	STAIR 02
e.05	STAIR 03
e.06	STAIR 04
e.07	STAIR 05
e.08	RAMP



KEY	
a.01	OVAL
a.02	ENTRY
a.03	PARKING
a.04	COACHES BENCH
a.05	-
a.06	-
a.07	-
a.08	-
a.09	-
a.10	-
a.11	-
a.12	-
b.01	ENTRY
b.02	CHANGE ROOM 01 (27)
b.03	CHANGE ROOM 02 (28)
b.04	AMENITIES
b.05	CHANGE ROOM 01 VESTIBULE
b.06	CHANGE ROOM 02 VESTIBULE
b.07	FIRST AID
b.08	SMALL EVENT UMPIRES
b.09	BIG EVENT UMPIRES
c.01	LIFT AND STORE VESTIBULE
c.02	STORE
c.03	INTERVIEW / PRESS CONFERENCE ROOM
c.04	ENTRY
c.05	CHANGE ROOM 03 (30)
c.06	MEDICAL ROOM 01
c.07	CHANGE ROOM 04 (30)
c.08	MEDICAL ROOM 02
c.09	AMENITIES
c.10	ICE BATH
c.11	FUNCTION ROOM
c.12	-
c.13	-
c.14	COMMUNITY ROOM
c.15	COMMUNITY ROOM STORE
c.16	ACCESSIBLE TOILET
d.01	CANTEEN
d.02	AMENITIES - FEMALE
d.03	AMENITIES - MALE
d.04	ACCESSIBLE TOILET
d.05	KITCHEN AND STORE AREA
d.06	TELEVISION BROADCASTER & COMMENTARY ROOM
d.07	RADIO BOX
d.08	PRINT AND ONLINE MEDIA ROOM
d.09	COACHES BOX 01
d.10	COACHES BOX 02
d.11	BROADCAST CAMERA POSITION
d.12	TIME KEEPER AND AFL OFFICIAL STATISTICS PROVIDER
d.13	PLAZA
e.01	LIFT 01
e.02	LIFT 02
e.03	STAIR 01
e.04	STAIR 02
e.05	STAIR 03
e.06	STAIR 04
e.07	STAIR 05
e.08	RAMP

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02	12/02/19	REVISED TO CLIENT
03	12/02/19	REVISED TO CLIENT
04	12/02/19	REVISED TO CLIENT
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99	12/02/19	REVISED TO CLIENT
100	12/02/19	REVISED TO CLIENT



CLIENT  
AFL NSW/ACT

PROJECT  
HENSON PARK

TITLE  
FIRST FLOOR PLAN



SCALE  
1:100 @ A1 / 1:200 @ A3

APPROVED  
DRAWN  
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DATE  
STATUS

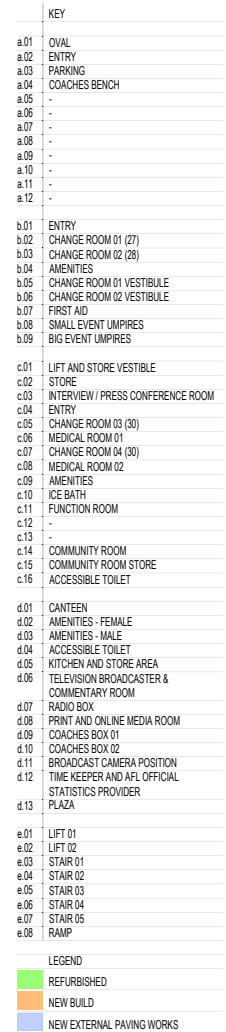
FEB 2021  
SKETCH

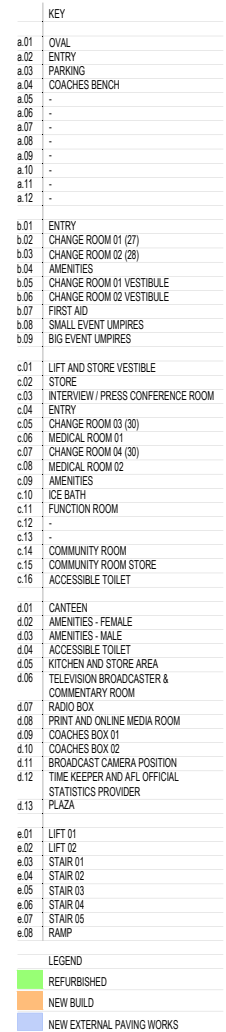
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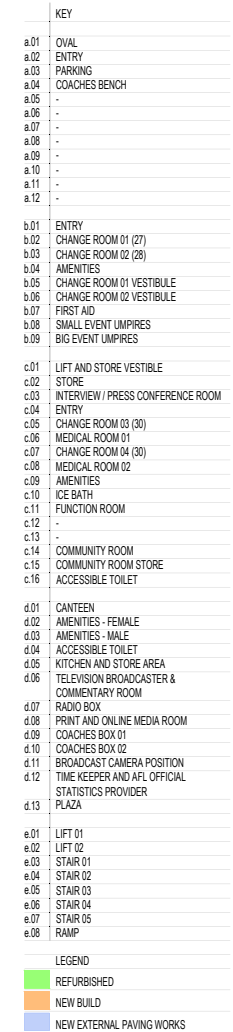
21009  
A102

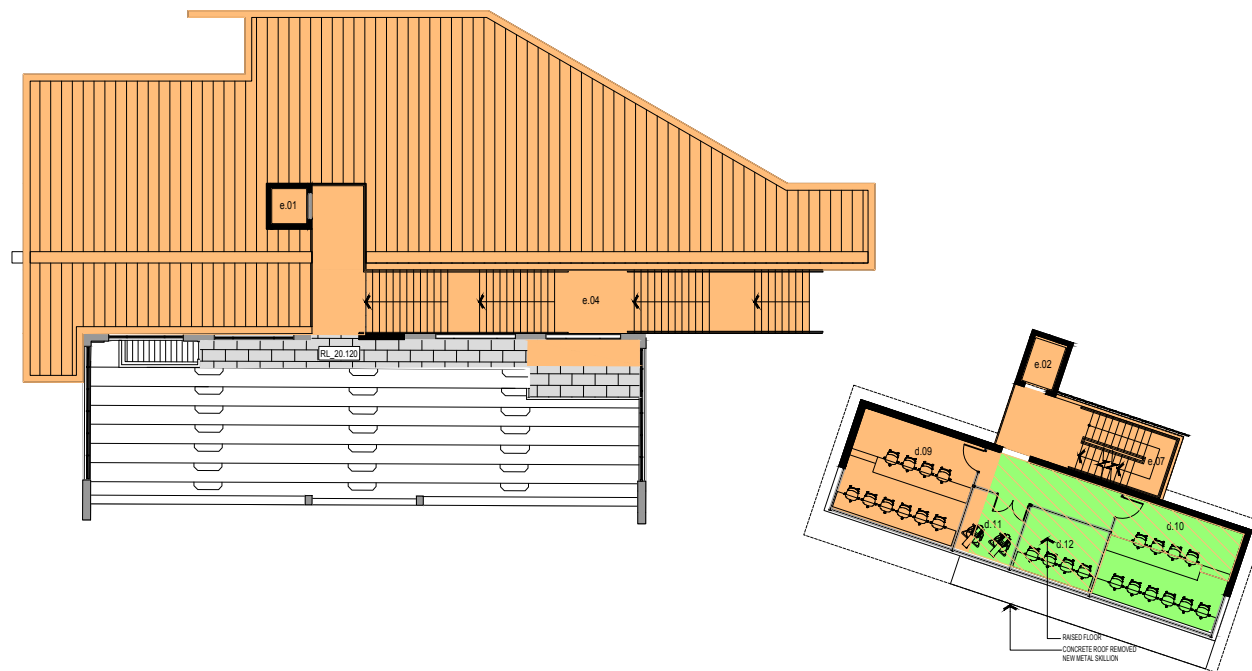
ISSUE  
04

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KEY	
a.01	OVAL
a.02	ENTRY
a.03	PARKING
a.04	COACHES BENCH
a.05	-
a.06	-
a.07	-
a.08	-
a.09	-
a.10	-
a.11	-
a.12	-
b.01	ENTRY
b.02	CHANGE ROOM 01 (27)
b.03	CHANGE ROOM 02 (28)
b.04	AMENITIES
b.05	CHANGE ROOM 01 VESTIBULE
b.06	CHANGE ROOM 02 VESTIBULE
b.07	FIRST AID
b.08	SMALL EVENT UMPIRES
b.09	BIG EVENT UMPIRES
c.01	LIFT AND STORE VESTIBULE
c.02	STORE
c.03	INTERVIEW / PRESS CONFERENCE ROOM
c.04	ENTRY
c.05	CHANGE ROOM 03 (30)
c.06	MEDICAL ROOM 01
c.07	CHANGE ROOM 04 (30)
c.08	MEDICAL ROOM 02
c.09	AMENITIES
c.10	ICE BATH
c.11	FUNCTION ROOM
c.12	-
c.13	-
c.14	COMMUNITY ROOM
c.15	COMMUNITY ROOM STORE
c.16	ACCESSIBLE TOILET
d.01	CANTEEN
d.02	AMENITIES - FEMALE
d.03	AMENITIES - MALE
d.04	ACCESSIBLE TOILET
d.05	KITCHEN AND STORE AREA
d.06	TELEVISION BROADCASTER & COMMENTARY ROOM
d.07	RADIO BOX
d.08	PRINT AND ONLINE MEDIA ROOM
d.09	COACHES BOX 01
d.10	COACHES BOX 02
d.11	BROADCAST CAMERA POSITION
d.12	TIME KEEPER AND AFL OFFICIAL STATISTICS PROVIDER
d.13	PLAZA
e.01	LIFT 01
e.02	LIFT 02
e.03	STAIR 01
e.04	STAIR 02
e.05	STAIR 03
e.06	STAIR 04
e.07	STAIR 05
e.08	RAMP
LEGEND	
	REFURBISHED
	NEW BUILD
	NEW EXTERNAL PAVING WORKS

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P 02 9460 3644 www.crawford.com.au  
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02	12.03.19	REVISED TO CLIENT
01	12.03.19	REVISED TO CLIENT
00	04.19	APPROVED



CLIENT  
**AFL NSW/ACT**  
LEVEL 1, SHERIDAN BUILDING | MOORE PARK ROAD |  
MOORE PARK | NSW 2021

PROJECT  
**HENSON PARK**  
22 CENTENNIAL ST, MARRICKVILLE NSW 2204

TITLE  
**SECOND FLOOR PLAN  
EXTENT OF WORKS**



SCALE  
1:100 @ A1 / 1:200 @ A3  
APPROVED  
DRAWN  
CHECKED  
DATE  
FEB 2021  
STATUS  
SKETCH

PROJECT NUMBER  
21009  
DRAWING NUMBER  
**A113**

ISSUE  
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CLIENT  
AFL NSW/ACT

LEVEL 1, SHERIDAN BUILDING (MOORE PARK ROAD)  
MOORE PARK NSW 2021

PROJECT  
HENSON PARK

22 CENTENNIAL ST, MARRICKVILLE NSW 2204

TITLE  
PROPOSED PARKING



SCALE 1:500 @ A1 / 1:1000 @ A3

APPROVED  
DRAWN  
CHECKED  
DATE  
STATUS

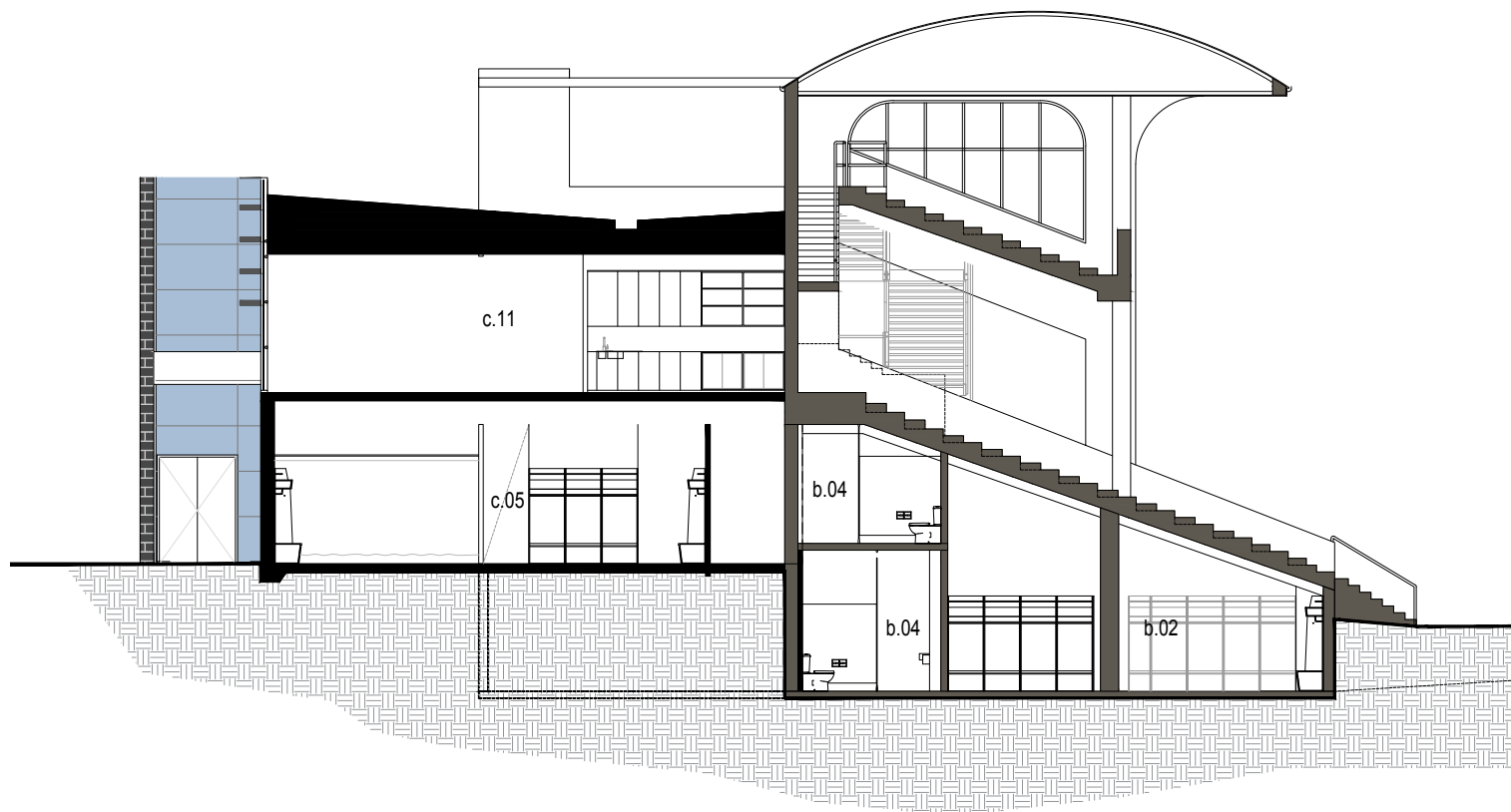
PROJECT NUMBER  
DRAWING NUMBER

21009

A150

03





KEY	
a.01	OVAL
a.02	ENTRY
a.03	PARKING
a.04	COACHES BENCH
a.05	-
a.06	-
a.07	-
a.08	-
a.09	-
a.10	-
a.11	-
a.12	-
b.01	ENTRY
b.02	CHANGE ROOM 01 (27)
b.03	CHANGE ROOM 02 (28)
b.04	AMENITIES
b.05	CHANGE ROOM 01 VESTIBULE
b.06	CHANGE ROOM 02 VESTIBULE
b.07	FIRST AID
b.08	SMALL EVENT UMPIRES
b.09	BIG EVENT UMPIRES
c.01	LIFT AND STORE VESTIBULE
c.02	STORE
c.03	INTERVIEW / PRESS CONFERENCE ROOM
c.04	ENTRY
c.05	CHANGE ROOM 03 (30)
c.06	MEDICAL ROOM 01
c.07	CHANGE ROOM 04 (30)
c.08	MEDICAL ROOM 02
c.09	AMENITIES
c.10	ICE BATH
c.11	FUNCTION ROOM
c.12	-
c.13	-
c.14	COMMUNITY ROOM
c.15	COMMUNITY ROOM STORE
c.16	ACCESSIBLE TOILET
d.01	CANTEEN
d.02	AMENITIES - FEMALE
d.03	AMENITIES - MALE
d.04	ACCESSIBLE TOILET
d.05	KITCHEN AND STORE AREA
d.06	TELEVISION BROADCASTER & COMMENTARY ROOM
d.07	RADIO BOX
d.08	PRINT AND ONLINE MEDIA ROOM
d.09	COACHES BOX 01
d.10	COACHES BOX 02
d.11	BROADCAST CAMERA POSITION
d.12	TIME KEEPER AND AFL OFFICIAL STATISTICS PROVIDER PLAZA
d.13	PLAZA
e.01	LIFT 01
e.02	LIFT 02
e.03	STAIR 01
e.04	STAIR 02
e.05	STAIR 03
e.06	STAIR 04
e.07	STAIR 05
e.08	RAMP

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NOMINATED ARCHITECTS  
TONY GRAY 003 & PAUL COOSELL 0706  
P 02 9460 3644 www.crawford.com.au  
E arch@crawford.com.au

01 22.02.19 PERMISSION ISSUE  
02 22.02.19 REVISIONS  
03 22.02.19 REVISIONS  
04 22.02.19 REVISIONS  
05 22.02.19 REVISIONS



CLIENT  
AFL NSW/ACT

PROJECT  
HENSON PARK

TITLE  
SECTION AA



SCALE 1:50 @ A1 / 1:100 @ A3  
APPROVED  
DRAWN  
CHECKED  
DATE FEB 2021  
STATUS SKETCH

PROJECT NUMBER  
DRAWING NUMBER  
21009  
A300

ISSUE  
03  
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KEY	
a.01	OVAL
a.02	ENTRY
a.03	PARKING
a.04	COACHES BENCH
a.05	-
a.06	-
a.07	-
a.08	-
a.09	-
a.10	-
a.11	-
a.12	-
b.01	ENTRY
b.02	CHANGE ROOM 01 (27)
b.03	CHANGE ROOM 02 (28)
b.04	AMENITIES
b.05	CHANGE ROOM 01 VESTIBULE
b.06	CHANGE ROOM 02 VESTIBULE
b.07	FIRST AID
b.08	SMALL EVENT UMPIRES
b.09	BIG EVENT UMPIRES
c.01	LIFT AND STORE VESTIBULE
c.02	STORE
c.03	INTERVIEW / PRESS CONFERENCE ROOM
c.04	ENTRY
c.05	CHANGE ROOM 03 (30)
c.06	MEDICAL ROOM 01
c.07	CHANGE ROOM 04 (30)
c.08	MEDICAL ROOM 02
c.09	AMENITIES
c.10	ICE BATH
c.11	FUNCTION ROOM
c.12	-
c.13	-
c.14	COMMUNITY ROOM
c.15	COMMUNITY ROOM STORE
c.16	ACCESSIBLE TOILET
d.01	CANTEEN
d.02	AMENITIES - FEMALE
d.03	AMENITIES - MALE
d.04	ACCESSIBLE TOILET
d.05	KITCHEN AND STORE AREA
d.06	TELEVISION BROADCASTER & COMMENTARY ROOM
d.07	RADIO BOX
d.08	PRINT AND ONLINE MEDIA ROOM
d.09	COACHES BOX 01
d.10	COACHES BOX 02
d.11	BROADCAST CAMERA POSITION
d.12	TIME KEEPER AND AFL OFFICIAL
d.13	STATISTICS PROVIDER PLAZA
e.01	LIFT 01
e.02	LIFT 02
e.03	STAIR 01
e.04	STAIR 02
e.05	STAIR 03
e.06	STAIR 04
e.07	STAIR 05
e.08	RAMP

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TONY GRAY 003 & PAUL COOSELL 0706

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E arch@crawford.com.au

01 27 DE 19 SUBMISSION ISSUE  
0000 DATE AMENDMENTS



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LEVEL 1, SHERIDAN BUILDING | MOORE PARK ROAD |  
MOORE PARK | NSW 2021

PROJECT  
HENSON PARK

22 CENTENNIAL ST, MARRICKVILLE NSW 2204

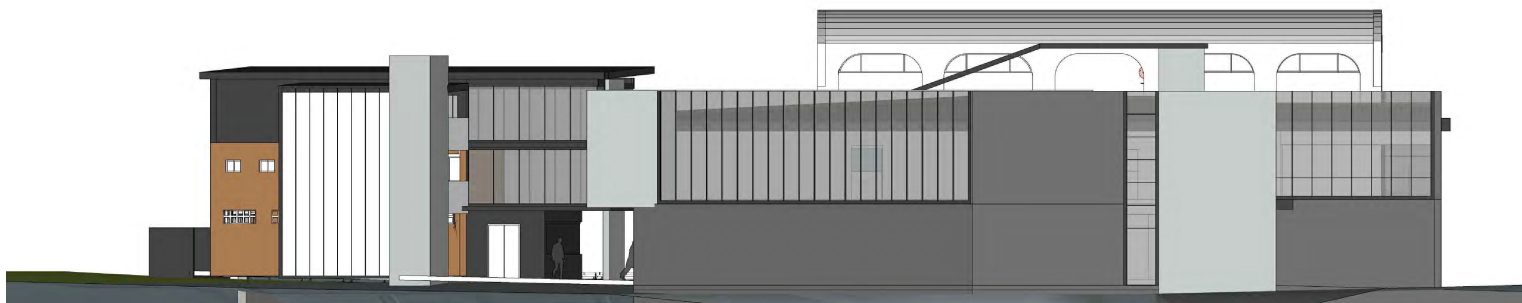
TITLE  
SOUTH ELEVATION



SCALE 1:100 @ A1  
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DRAWN  
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DATE FEB 2021  
STATUS SKETCH

PROJECT NUMBER 21009  
DRAWING NUMBER A350

ISSUE 01  
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KEY	
a.01	OVAL
a.02	ENTRY
a.03	PARKING
a.04	COACHES BENCH
a.05	-
a.06	-
a.07	-
a.08	-
a.09	-
a.10	-
a.11	-
a.12	-
b.01	ENTRY
b.02	CHANGE ROOM 01 (27)
b.03	CHANGE ROOM 02 (28)
b.04	AMENITIES
b.05	CHANGE ROOM 01 VESTIBULE
b.06	CHANGE ROOM 02 VESTIBULE
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b.08	SMALL EVENT UMPIRES
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c.01	LIFT AND STORE VESTIBULE
c.02	STORE
c.03	INTERVIEW / PRESS CONFERENCE ROOM
c.04	ENTRY
c.05	CHANGE ROOM 03 (30)
c.06	MEDICAL ROOM 01
c.07	CHANGE ROOM 04 (30)
c.08	MEDICAL ROOM 02
c.09	AMENITIES
c.10	ICE BATH
c.11	FUNCTION ROOM
c.12	-
c.13	-
c.14	COMMUNITY ROOM
c.15	COMMUNITY ROOM STORE
c.16	ACCESSIBLE TOILET
d.01	CANTEEN
d.02	AMENITIES - FEMALE
d.03	AMENITIES - MALE
d.04	ACCESSIBLE TOILET
d.05	KITCHEN AND STORE AREA
d.06	TELEVISION BROADCASTER & COMMENTARY ROOM
d.07	RADIO BOX
d.08	PRINT AND ONLINE MEDIA ROOM
d.09	COACHES BOX 01
d.10	COACHES BOX 02
d.11	BROADCAST CAMERA POSITION
d.12	TIME KEEPER AND AFL OFFICIAL
d.13	STATISTICS PROVIDER PLAZA
e.01	LIFT 01
e.02	LIFT 02
e.03	STAIR 01
e.04	STAIR 02
e.05	STAIR 03
e.06	STAIR 04
e.07	STAIR 05
e.08	RAMP

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NOMINATED ARCHITECTS  
TONY GRAY 003 & PAUL COOSELL 0706

P 02 9460 3644 www.crawford.com.au  
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NO	DATE	REVISION/ISSUE
01	27.02.19	SUBMISSION ISSUE
002	04.10	AMENDMENTS



CLIENT  
AFL NSW/ACT

PROJECT  
HENSON PARK

TITLE  
NORTH ELEVATION



SCALE  
1:100 @ A1

APPROVED  
DRAWN  
CHECKED  
DATE  
STATUS

FEB 2021  
SKETCH

PROJECT NUMBER  
21009

DRAWING NUMBER  
A351

ISSUE  
01





	KEY
a.01	OVAL
a.02	ENTRY
a.03	PARKING
a.04	COACHES BENCH
a.05	-
a.06	-
a.07	-
a.08	-
a.09	-
a.10	-
a.11	-
a.12	-
b.01	ENTRY
b.02	CHANGE ROOM 01 (27)
b.03	CHANGE ROOM 02 (28)
b.04	AMENITIES
b.05	CHANGE ROOM 01 VESTIBULE
b.06	CHANGE ROOM 02 VESTIBULE
b.07	FIRST AID
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c.01	LIFT AND STORE VESTIBLE
c.02	STORE
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c.05	CHANGE ROOM 03 (30)
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c.07	CHANGE ROOM 04 (30)
c.08	MEDICAL ROOM 02
c.09	AMENITIES
c.10	ICE BATH
c.11	FUNCTION ROOM
c.12	-
c.13	-
c.14	COMMUNITY ROOM
c.15	COMMUNITY ROOM STORE
c.16	ACCESSIBLE TOILET
d.01	CANTEEN
d.02	AMENITIES - FEMALE
d.03	AMENITIES - MALE
d.04	ACCESSIBLE TOILET
d.05	KITCHEN AND STORE AREA
d.06	TELEVISION BROADCASTER & COMMENTARY ROOM
d.07	RADIO BOX
d.08	PRINT AND ONLINE MEDIA ROOM
d.09	COACHES BOX 01
d.10	COACHES BOX 02
d.11	BROADCAST CAMERA POSITION
d.12	TIME KEEPER AND AFL OFFICIAL STATISTICS PROVIDER
d.13	PLAZA
e.01	LIFT 01
e.02	LIFT 02
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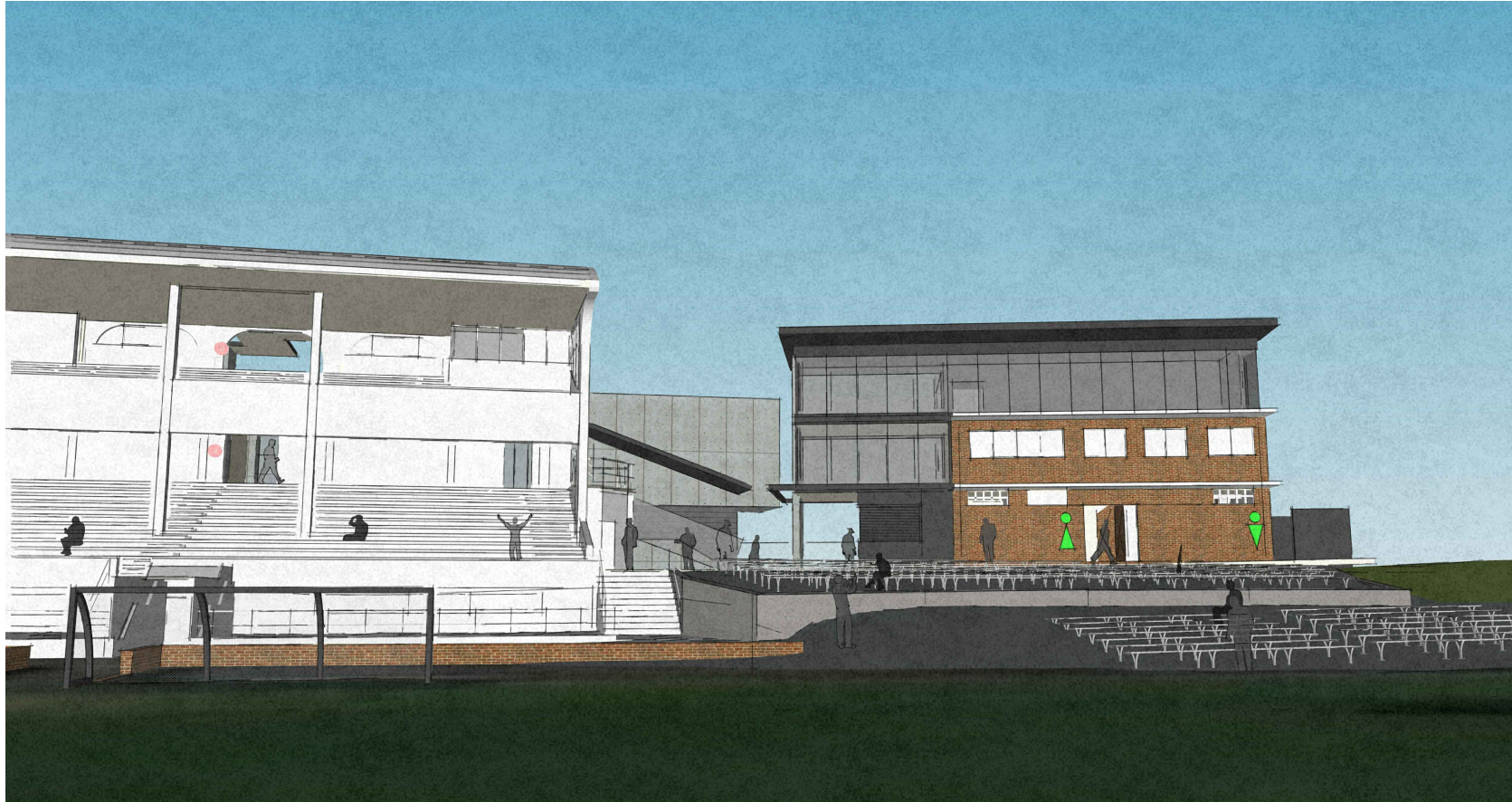
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NORTH SYDNEY NSW 2060 AUSTRALIA  
ABN 56 125 775 135  
NOMINATED ARCHITECTS  
TONY GRAY 003 & PAUL COOSELL 0706

P 02 9460 3644 www.crawford.com.au  
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MOORE PARK NSW 2021

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HENSON PARK

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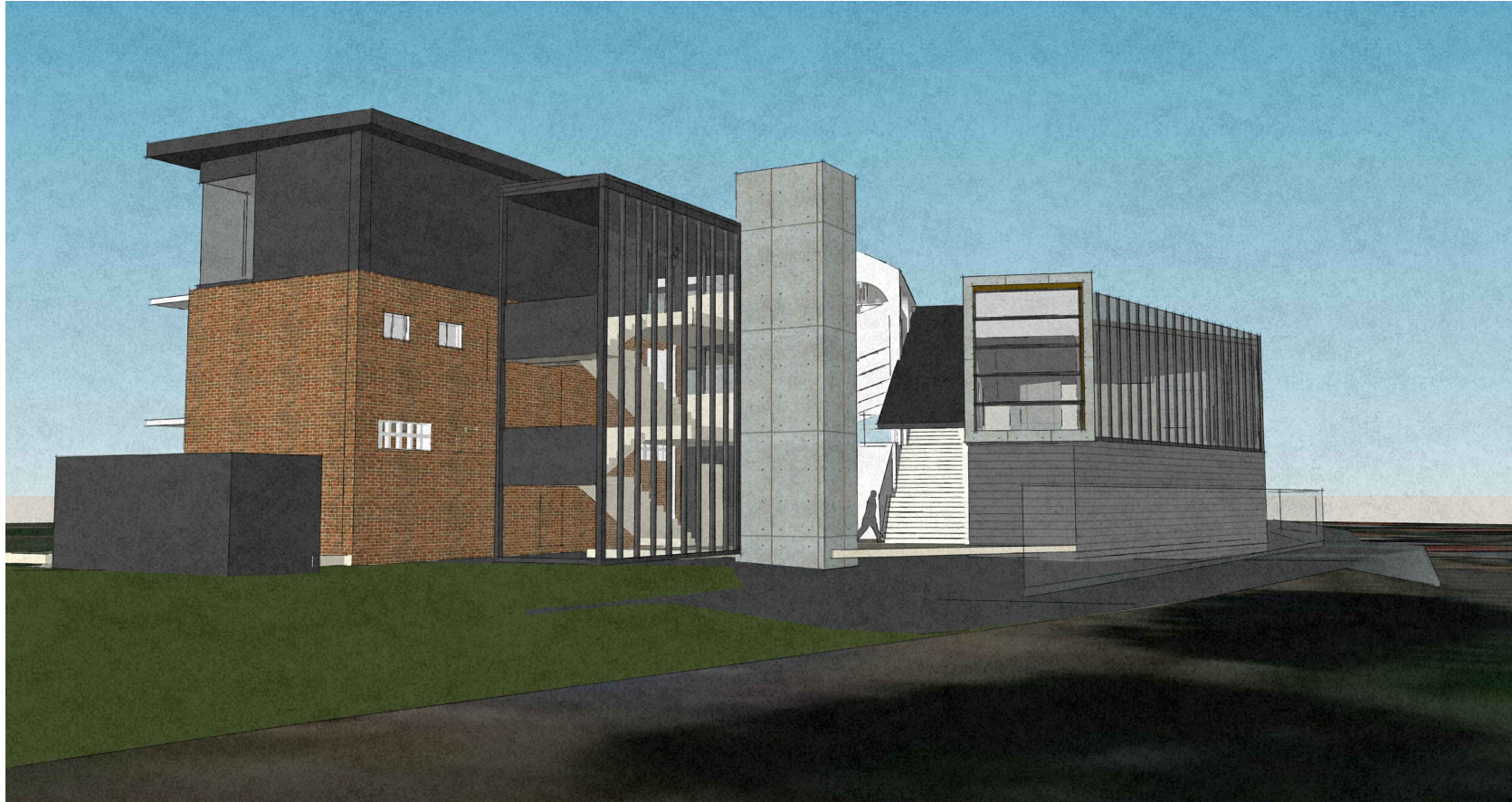
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ABN 56 125 775 135  
NOMINATED ARCHITECTS  
TONY GRAY 0853 8 PAUL COOSELL 8706

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LEVEL 1, SHERIDAN BUILDING (MOORE PARK ROAD)  
MOORE PARK NSW 2021

22 CENTENNIAL ST, MARRICKVILLE NSW 2204



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## Appendix D

## A3 Master Plan



## Appendix E

## Materials + Planting Palette



Looking towards brick boundary wall. Photography by Welsh + Major Architects.

## Appendix E

### PROPOSED MATERIALS

The following materials palette is proposed in the masterplan. These have been selected for durability, to complement the park and to ensure maintenance requirements are met.

#### Timber seating

All bespoke furniture to be Forestry Stewardship Council certified Australian Spotted Gum with a standard profile used throughout the park for easy maintenance. Painted finish may be considered to complement existing painted spectator seating.

#### Concrete retaining walls

Poured or pre cast concrete with burnished finish and penetrative anti graffiti coating

#### Steel playing field fencing

Galvanised steel fencing to playing field, powdercoated or protective paint system may be considered for corrosion protection

#### Steel fences and gates

Galvanised steel with powdercoated finish in a mix of colours to complement the park



Raised timber seating around trees



Timber platform seating



Timber bench seating with painted finish



Concrete retaining wall with areas of timber seating on top



Contemporary steel playing field fencing



Powdercoated steel fence/gate to Amy St entry

## Materials + Planting Palette

### PROPOSED MATERIALS

#### Concrete pathways with brick feature elements

Concrete pathways, depth and reinforcement to engineers requirements. Sandblasted or broom finish with no edge treatment to achieve required slip resistance rating. Incorporate recycled dry pressed bricks feature paving and elements on concrete base.

#### Permeable paving and parking areas

Min 80mm thick concrete permeable paving units, finish to achieve required slip resistance rating. Sub-base and drainage to paving manufacturers requirements

#### Hardstand

Synthetic surface, colour mix to complement the park

#### Public art

Low VOC paint with no sheen anti graffiti coating. Collaborate with local historians and well regarded artists to provide high quality murals which contribute to a cohesive park identity.

#### Amenities upgrades

Maximise reuse of existing materials, prioritise use of sustainable materials which minimise maintenance requirements and improve amenity.



Brick feature paving and elements



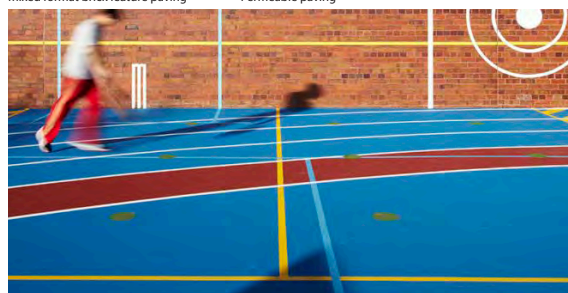
Sandblasted concrete pavement



Mixed format brick feature paving



Permeable paving



Colourful multi-purpose hardstand areas



Murals painted on existing service buildings



Robust amenities

## Appendix E

### PROPOSED PLANTING LIST

The proposed master plan planting palette has been developed by Inner West Council and Emily Simpsom Landscape Architecture. It includes species from Sydney Turpentine Ironbark Forest and Freshwater Swamp plant communities along with supplementary planting for feature areas as detailed in the following pages.



## Materials + Planting Palette

### PROPOSED PLANTING LIST

#### FEATURE TREE SPECIES

##### Natives

*Angophora costata*- Sydney Red Gum  
*Banksia integrifolia*- Coastal Banksia  
*Banksia serrata*- Old Man Banksia  
*Brachychiton acerifolius*- Illawarra Flame Tree  
*Brachychiton discolor*- Lacebark (beautiful flowers deciduous native)  
*Eucalyptus haemastoma*- Scribbly Gum  
*Flindersia australis*- Crows Ash (shade tree)  
*Ficus rubiginosa*- Port Jackson Fig (shade tree)  
*Livistona australis*- Cabbage Tree Palm  
*Melaleuca quinquenervia*- Paperbark (bioswale areas)  
*Syncarpia glomulifera*- Turpentine  
*Tristaniopsis laurina*- Water Gum (bioswale areas)

##### Exotics

*Libidibia ferrea*- Leopard Tree (deciduous exotic)  
*Lagerstroemia indica* 'Tuscarora/ Natchez'- Crepe Myrtle (deciduous exotic)



*Angophora costata*



*Banksia integrifolia*



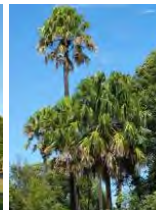
*Brachychiton discolor*



*Tristaniopsis laurina*



*Ficus rubiginosa*



*Livistona australis*



*Libidibia ferrea*



*Flindersia australis*



*Eucalyptus haemastoma*



*Lagerstroemia indica*

#### SCREENING TREE SPECIES ON PARK EDGES

*Backhousia citriodora*- Lemon Myrtle (bush tucker)  
*Ceratopetalum gummiferum*- NSW Christmas Bush  
*Elaeocarpus reticulatus*- Blueberry Ash  
*Elaeocarpus eumundii*- Eumundii Quandong  
*Eupomatia laurina*- Bolwarra/ Native Guava (bush tucker)  
*Glochidion ferdinandi*- Cheese Tree  
*Tristaniopsis laurina* 'Luscious'- Water Gum  
*Syzygium luehmannii*- Riberry



*Backhousia citriodora*



*Ceratopetalum gummiferum*



*Elaeocarpus reticulatus*



*Eupomatia laurina*



*Syzygium luehmannii*

emily simpson  
landscape architecture

## Appendix E

### PROPOSED PLANTING LIST

#### BIOFILTER

##### Shrubs/ Perennial

*Banksia robur*- Swamp Banksia  
*Crinum pedunculatum*- Swamp Lily

##### Sedges, Rushes, Grasses, Groundcovers

*Balaskion pallens*- Native Rush  
*Baumea articulata*- Jointed Rush  
*Carex appressa*- Tall Sedge  
*Centella asiatica*- Pennywort  
*Dichondra repens*- Kidney Weed  
*Ficinia nodosa*- Knobby Club Rush  
*Gahnia clarkii*- Tall Saw Sedge  
*Hypolepis muelleri* (fern)- Ground Fern  
*Juncus usitatus*- Common Rush  
*Pratia purpurescens*- White Root



*Banksia robur*

*Crinum pedunculatum*

*Balaskion pallens*

*Carex appressa*

*Ficinia nodosa*

*Gahnia clarkii*

*Hypolepis muelleri*

#### CLIMBERS TO BOUNDARIES

*Hardenbergia violacea*- False Sarsparilla  
*Hibbertia scandens*- Snake Vine  
*Pandorea pandorana*- Wonga Wonga Vine  
*Passiflora edulis* 'Nelly Kelly'- Passionfruit  
*Tecomanthe hillii*- Fraser Island Vine



*Hardenbergia violacea*

*Hibbertia scandens*

*Pandorea pandorana*

*Passiflora edulis*

*Tecomanthe hillii*

#### EXOTIC FEATURE PLANTING

low water/ low maintenance plants  
mixed in with natives at entries of park/ meeting areas

##### Succulents

*Agave attenuata*- Century Plant  
*Aeonium arborescens*- Tree Aeonium  
Aloe 'Big Red'- Big Red Aloe  
*Aloe spinosissima*- Spider Aloe  
*Beschornia yuccoides*- Mexican Lily  
*Epidendrum ibaguense*- Crucifix Orchid  
*Crassula* 'Blue Bird'/ *Crassula ovata*- Crassula  
*Kalanchoe* 'Copper Spoons'- Copper Spoons  
*Kalanchoe* 'Silver Spoons'- Silver Spoons

##### Perennials

*Dietes robinsoniana*- Lord Howe Wedding Lily  
*Echium candicans*- Pride of Madeira  
*Salvia leucantha*- Mexican Sage  
*Phormium tenax*- NZ Flax



*Aeonium arborescens*

*Aloe* 'Big Red'

*Beschornia yuccoides*

*Crassula* 'Bluebird'

*Dietes robinsoniana*

*Echium candicans*

*Phormium tenax*

*Epidendrum ibaguense*

*Kalanchoe* 'Copper Spoons'

## Materials + Planting Palette

### PROPOSED PLANTING LIST

#### NATIVE GRASS MEADOW

##### Shadier areas/ under trees

*Daniella caerulea*- Blue Flax Lily  
*Dichondra repens*- Kidney Weed  
*Microlaena stipoides*- Weeping Grass  
*Pteridium esculentum*- Bracken Fern  
*Viola hederacea*- Native Violet

##### Sun to part shade areas

*Actinotis helianthi*- Flannel Flower  
*Brachycome multifida*- Rock Daisy  
*Chryscephalum apiculatum*- Yellow Buttons  
*Craspedia globosa*- Billy Buttons  
*Dichondra repens*- Kidney Weed  
*Dichelachne crinita*- Long Hair Plume Grass  
*Eragrostis brownii*- Common Love Grass  
*Microlaena stipoides*- Weeping Grass  
*Poa 'Eskdale'*- Tussock Grass  
*Themeda australis*- Kangaroo Grass  
*Viola hederacea*- Native Violet  
*Wahlenbergia gracilis*- Native Bluebell



*Daniella caerulea*



*Dichondra, Microlaena, Viola*



*Pteridium esculentum*



*Actinotis helianthi*



*Craspedia globosa*



*Dichelachne crinita*



*Poa 'Eskdale'*



*Themeda australis*



*Wahlenbergia gracilis*

#### WOODY MEADOW

- test plot suggestions using Sydney natives  
- precedent The Woody Meadow Project Melbourne

##### EMERGENT LAYER- above 1.5m reaching

##### 4-5m small/ large shrubs

*Acacia suaveolens*- Sweet Wattle  
*Angophora hispida*- Dwarf Apple Gum  
*Banksia ericifolia*- Heath Banksia  
*Corymbia ficifolia*- Summer Beauty/ Summer Red  
- Flowering Gum  
*Callistemon 'Kings Park Special'*- Small Bottlebrush  
*Dillwynia retorta*- Small Leaf Parrot Pea  
*Grevillea sericea*- Pink Spider Grevillea  
*Hakea sericea*- Mountain Hakea  
*Hibiscus heterophyllus*- Rosella  
*Indigofera australis*- Native Indigo  
*Kunzea amigula*- Tick Bush  
*Melaleuca hypericifolia*- Red Flowering Paperbark  
*Ozothamnus diosmifolius*- Rice Flower  
*Persoonia pinifolia*- Geebung  
*Pultenaea daphnoides*- Large Leaf Bush Pea



*Angophora hispida*



*Corymbia ficifolia*



*Banksia ericifolia*



*Dillwynia retorta*



*Grevillea sericea*



*Ozothamnus diosmifolius*



*Persoonia pinifolia*

##### BUMP LAYER- less than 1m

*Acacia ulicifolia*- Prickley Moses  
*Banksia 'Roller Coaster'*- Prostrate Banksia  
*Banksia spinulosa*- Hairpin Banksia  
*Callistemon 'Little John'*- Bottlebrush  
*Correa alba*- White Correa  
*Crowea saligna*- Wax Flower  
*Epacris longiflora*- Fuschia Heath  
*Grevillea buxifolia*- Grey Spider Banksia  
*Grevillea speciosa*- Red Spider Banksia  
*Isopogon anemonifolius*- Drumsticks  
*Philotheca myoporoides*- Long Leaf Wax Flower



*Banksia 'Roller Coaster'*



*Banksia spinulosa*



*Correa alba*



*Epacris longiflora*



*Grevillea buxifolia*



*Isopogon anemonifolius*

##### BASE LAYER- less than 50cm

*Billardiera scandens*- Apple Dimples  
*Correa reflexa*- Native Fuschia  
*Hardenbergia violacea*- False Sarsaprilla  
*Hibbertia scandens*- Snake Vine  
*Pelargonium australe*- Native Geranium



*Billardiera scandens*



*Hardenbergia violacea*



*Hibbertia scandens*



*Pelargonium australe*

emily simpson  
landscape architecture

## Appendix E

### PROPOSED PLANTING LIST

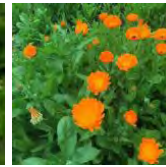
#### POLLINATOR ATTRACTING

##### Attracting native bees

Annuals- Cosmos, Queen Anne's Lace, Calendula, Marigolds  
Herbs- rosemary, oregano, borage, yarrow, dill, basil flowers  
Natives- Grevilleas, bottlebrushes, teatrees, flowering gum  
(refer to woody meadow plant species)



Borage



Calendula



Cosmos



Queen Anne's Lace

#### BUSH TUCKER PLANTING

##### Screening Bush Tucker

*Backhousia citriodora*- Lemon Myrtle  
*Backhousia myrtifolia*- Grey Myrtle  
*Diospyros australis*- Black Plum  
*Davidsonia jerseyana*- Davidson Plum  
*Diplogottia campbellii*- Native Tamarind  
*Eupomatia laurina*- Bolwarra  
*Hibiscus heterophyllus*- Rosella  
*Leptospermum petersonii*- Lemon Tea tree  
*Microcitrus australasica*- Finger Lime  
*Syzygium leumanhii*- Riberry  
*Syzygium jambos*- Rose Apple



*Backhousia myrtifolia*



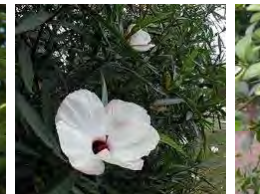
*Diospyros australis*



*Davidsonia jerseyana*



*Diplogottia campbellii*



*Hibiscus heterophyllus*



*Microcitrus australasica*

##### Shrubs/ Perennials

*Alpinia caerulea*- Native Ginger  
*Austromyrtus dulcis*- Midgenberry  
*Grevillea buxifolia/ sericea*- Pink and Grey Spider Flower  
*Kunzea pomifera*- Muntires  
*Plectranthus graveolens*- bush basil  
*Prostanthera rotundifolia/ incisa*- Native Thyme/Oregano



*Alpinia caerulea*



*Austromyrtus dulcis*



*Kunzea pomifera*

##### Groundcovers/ Grasses/ Scramblers

*Billardiera scandens*- Apple Dumplings  
*Carpobrotus glaucescens*- Pig Face  
*Dianella caerulea*- Blue Flax Lily  
*Eustrephus latifolius*- Wombat Berry  
*Hardenbergia violacea*- Native Sarsparilla  
*Rubus probus*- Native raspberry  
*Tetragonia tetragonoides*- Warrigal Greens  
*Viola hederacea*- Native Violet



*Carpobrotus glaucescens*



*Rubus probus*



*Tetragonia tetragonoides*

## Attachment 2



# Engagement outcomes report Henson Park Plan of Management

## Contents

Summary .....	3
Background .....	3
Engagement Methods .....	3
Promotion .....	3
Engagement outcomes.....	4
Officer comments.....	<b>Error! Bookmark not defined.</b>

## Summary

The engagement was conducted by Council for the amendments proposed for the Henson Park Plan of Management which has been adopted by Council in 2021.

The engagement opened on Your Say Inner West Council's digital engagement platform on 10 August and closed on 22 September 2022.

There were 670 visits to the Henson Park project page, 130 downloads of the documents, and three written submissions made. Eighty seven and half percent (87.5%) of the visits to the page was direct visits by user entering the exact web address.

## Background

The Henson Park Plan of Management was adopted by Council in 2021. Previous community engagement was undertaken for the preparation of the Plan of Management.

Due to proposed amendments, the Plan of Management was exhibited and community engagement was conducted again.

The two proposed amendments are:

- Authorisation of leases and licences for future potential sports use
- Protection of Amy Street footpath

## Engagement Methods

- Online on [yoursay.innerwest.nsw.gov.au](https://yoursay.innerwest.nsw.gov.au)

## Promotion

- Your Say Inner West
- Council website
- Onsite posters

## Engagement outcomes

- **Online via [yoursay.innerwest.nsw.gov.au](https://yoursay.innerwest.nsw.gov.au)**

Three responses to the survey were received. Among the three submissions, one supported the amended plan, one did not support the amended plan, and one chose 'unsure'.

Two of the three submissions were made as an individual, and one correspondent was on behalf of an organisation/ business.

Two of the submissions made comments, however the comments were not relevant to the amendments to the Plan of Management.

## Officer comments in response to public exhibition

Number #	Submission Detail	Support/Non-Support	Council officer Response
1	<b>Noise Concerns</b>  Could you please turn the horn down during games? The sound is extremely irritating and it goes all day and for the whole weekend sometimes. In real world, some of us work night shifts and it would be grateful appreciated of you could take this into consideration.	Non Support	This submission is an operational matter and does not relate to the amendments made by Council to the Plan of Management.  The horn is used by rugby league and AFL to signal the start and finish of playing periods. This is the practice at all games.  Council officers will request that the volume of the Horn is reviewed.
2	<b>Environmental Impacts</b>  I see nothing addressing this from the Statement of Environmental effects: DRM considered that that the site contains contamination that could	No	This submission does not relate to the amendments made by Council to the Plan of Management.  Environmental management of the park during any approved construction works is subject to

	pose an unacceptable risk to human health and that further assessment and appropriate remediation is required to render the site suitable for ongoing use as Open Space Recreational land use.		the conditions of Development Consent.
3	No commentary	Yes	Support noted.

**Item No:** C1022(1) Item 6

**Subject:** 469R PRINCES HIGHWAY SYDENHAM - VOLUNTARY PLANNING AGREEMENT

**Prepared By:** Scott Mullen - Strategic Investments and Property Manager

**Authorised By:** Kelly Loveridge - Director Corporate

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## RECOMMENDATION

**That:**

1. The Voluntary Planning Agreement (VPA) for 469R Princes Highway, Sydenham be:
    - a) Placed on public exhibition for a minimum of 28 days; and
    - b) Reported back to Council after public exhibition.
  2. The General Manager be authorised to approve any amendments to the VPA prior to public exhibition.
- 

## DISCUSSION

469-473 Princes Highway, Sydenham (**Property**) is located on the south-western corner of the intersection of Princes Highway and Railway Road.

Ooh Media Assets Pty Ltd (**Developer**) is the current holder of the Lease for signage located within the private property of 469-473 Princes Highway, Sydenham NSW.

The Developer lodged a Development Application with Council for digital signage and landscaping.

As part of the Development Application, the Developer submitted an offer to enter into a Voluntary Planning Agreement (VPA) with Council under which the Developer agreed to provide a monetary contribution to Council, should consent be granted for the Development Application.

At its 10 May 2022 meeting the Local Planning Panel approved the following development at the Property:

*"To replace the existing static advertising sign with an electronic advertising sign, carry out associated landscaping and provide a new hardstand parking area"*

The approval was subject to the following Deferred Commencement Condition:

*"In accordance with the offer contained within the Statement of Environmental Effects, the Applicant is to enter into a Planning Agreement under section 7.4 of the Environmental Planning and Assessment Act 1979 with Council. A copy of the executed Planning Agreement must be submitted to Council."*

The approval was also subject to the following condition in relation to the Construction Certificate:

*“Prior to the issue of a Construction Certificate, the Certifying Authority must be provided written evidence from Council that all matters in the executed Voluntary Planning Agreement must be complied with. The Voluntary Planning Agreement is attached as “Annexure 1” to this Determination Notice”*

In accordance with the EP&A Act (**Act**) Planning Agreements must be publicly notified and made available for public inspection before they can be executed. This report seeks Council resolution to proceed to exhibit the draft VPA. A further report will be brought back to Council following the 28 day public exhibition period for Council to consider the execution of the VPA.

Planning approval will not be operative until the VPA has been signed by both parties.

## **FINANCIAL IMPLICATIONS**

Council will receive a monetary contribution of \$15,000 per annum + GST for each of the five years of the consent, with the annual payment to be indexed to CPI annually.

## **ATTACHMENTS**

1. VPA - 469R Princes Highway Sydneham - Draft

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HENRY DAVIS YORK

**Inner West Council**

**And**

**oOh!media Assets Pty Limited**

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## **CONTENTS**

KEY DETAILS	1
BACKGROUND	2
TERMS	2
1 Interpretation	2
2 Commencement and termination	4
3 Application of this Deed	5
4 Warranties	5
5 Payment of Contributions	5
6 Indexation of Contributions	5
7 Allocation of display time	6
8 Application of sections 7.11, 7.12 and 7.17 of the Act to the Development	6
9 Security	6
10 Dispute Resolution - Mediation	6
11 Restriction on dealings	7
12 Notices	8
13 Costs	8
14 Entire Deed	8
15 Further Acts	8
16 Governing Law and Jurisdiction	8
17 No Fetter	9
18 Illegality	9
19 Severability	9
20 Amendment	9

21	Waiver	9
22	GST	9
23	Signature and Exchange	10
	EXECUTION	12

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**KEY DETAILS**

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<b>1</b>	<b>Date</b>	See Execution on page 12
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**2**      **Parties**

**Council**

Name	Inner West Council ABN 19 488 017 987
Address	2-14 Fisher Street, Petersham NSW 2049
Attention	General Counsel
Email	council@innerwest.nsw.gov.au

**Developer**

Name	oOh!media Assets Pty Limited ABN 63 103 552 414
Address	Level 2, 73 Miller Street, North Sydney NSW 2060
Attention	Graham Johanson
Email	Graham.Johanson@oohmedia.com.au

## BACKGROUND

- A The Developer is the current holder of the Lease for signage located at 469-473 Princes Highway, Sydenham NSW.
- B The Developer has lodged the Development Application with Council.
- C As part of the Development Application, the Developer made an offer to enter into a voluntary planning agreement with Council under which the Developer would provide a monetary contribution to Council if Council grants consent to the Development Application.
- D The Developer and the Council have agreed that the Developer will make the Contributions in connection with the Development Application in accordance with this Deed.

## TERMS

### Part 1 - Preliminary

#### 1 Interpretation

##### 1.1 Definitions

In this Deed the following definitions apply:

**Act** means the *Environmental Planning and Assessment Act 1979* (NSW).

**Commencement Date** means 14 days after the day that Council grants Consent to the Development Application.

**Consent** means the grant of consent by Council on terms acceptable to the Developer to the Development Application.

**Contribution** means an annual payment to Council of \$15,000 plus GST (if applicable) in accordance with clause 5, and as varied under clause 6.

**Cost** means a cost, charge, expense, outgoing, payment, fee and other expenditure of any nature.

**CPI for Sydney Index Number** means the Consumer Price Index All Groups Index Number for Sydney published from time to time by the Australian Bureau of Statistics (or its successor) or, if that index number is no longer published, its closest substitute as determined by the Council (acting reasonably).

**Deed** means this planning agreement and includes any schedules, annexures and appendices to this deed.

**Development** means the development described in the Development Application.

**Development Application** means the Development Application DA 2021/0899 lodged by the Developer with Council seeking development consent to replace the

existing static advertising pole mounted sign with a digital advertising sign of similar dimension.

**Dispute** means a dispute or difference between the Parties under or in relation to this Deed.

**GST** has the same meaning as in the GST Law.

**GST Law** has the same meaning as in *A New Tax System (Goods and Services Tax) Act 1999* (Cth) and any other Act or regulation relating to the imposition or administration of the GST.

**Key Details** means the section of this agreement headed Key Details.

**Land** means Part Folio Identifiers 207/1244807, 208/1244807, 210/1244807 and 211/1244807 as defined in the Lease.

**Lease** means the lease between oOh!media Assets Pty Limited (ABN 63 103 552 414) (as tenant) and Robert Stone (as landlord) dated 7 March 2014, being registered dealing A1443263, as varied by variation of lease dated 28 May 2019, being registered dealing AP293246.

**Party** means a party to this Deed.

**Related Body Corporate** has the same meaning as in the *Corporations Act 2001* (Cth).

**Review Date** means each anniversary of the Commencement Date.

1.2 In the interpretation of this Deed, the following provisions apply unless the context otherwise requires:

- (a) Except as otherwise provided in this Deed, words in this Deed have the same meaning as those words have in the Act.
- (b) Headings are inserted for convenience only and do not affect the interpretation of this Deed.
- (c) A reference in this Deed to a business day means a day other than a Saturday or Sunday on which banks are open for business generally in Sydney.
- (d) If the day on which any act, matter or thing is to be done under this Deed is not a business day, the act, matter or thing must be done on the next business day.
- (e) A reference in this Deed to dollars or \$ means Australian dollars and all amounts payable under this Deed are payable in Australian dollars.
- (f) A reference in this Deed to a \$ value relating to a Contribution is a reference to the value exclusive of GST.
- (g) A reference in this Deed to any law, legislation or legislative provision includes any statutory modification, amendment or re-enactment, and any

subordinate legislation or regulations issued under that legislation or legislative provision.

- (h) A reference in this Deed to any agreement, deed or document is to that agreement, deed or document as amended, novated, supplemented or replaced.
- (i) A reference to a clause, part, schedule or attachment is a reference to a clause, part, schedule or attachment of or to this Deed.
- (j) An expression importing a natural person includes any company, trust, partnership, joint venture, association, body corporate or governmental agency.
- (k) Where a word or phrase is given a defined meaning, another part of speech or other grammatical form in respect of that word or phrase has a corresponding meaning.
- (l) A word which denotes the singular denotes the plural, a word which denotes the plural denotes the singular, and a reference to any gender denotes the other genders.
- (m) References to the word 'include' or 'including' are to be construed without limitation.
- (n) A reference to this Deed includes the agreement recorded in this Deed.
- (o) A reference to a Party to this Deed includes a reference to the servants, agents and contractors of the Party, the Party's successors and assigns.
- (p) Any schedules, appendices and attachments form part of this Deed.

## **2 Commencement and termination**

2.1 This Deed takes effect on the date that the Council grants the Consent provided each Party has executed one counterpart of this Deed.

2.2 The Party who executes this Deed last is to insert on the front page the date they did so and provide a copy of the fully executed and dated Deed to any other person who is a Party.

2.3 If any of the following events occur:

- (a) the Developer withdraws the Development Application; or
- (b) the Council does not grant the Consent; or
- (c) on appeal, the Land and Environment Court of NSW does not grant the Consent, or
- (d) the Lease expires by effluxion of time or is otherwise terminated and no further lease of the Land is granted by the registered proprietor from time to time of the Land to the Developer, or

- 
- (e) the Developer, or a Related Body Corporate of the Developer, ceases to enjoy the benefit of the Consent, including as a result of:
    - (i) the Developer or its Related Body Corporate ceasing to be the lessee of the Land; or
    - (ii) the expiration of the Consent,

this deed will terminate on the date that the relevant event occurs and no Contributions will be payable by the Developer to the Council from that date of termination.

### **3 Application of this Deed**

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This Deed applies to the Land and to the Development.

### **4 Warranties**

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4.1 The Parties warrant to each other that they:

- (a) have full capacity to enter into this Deed, and
- (b) are able to fully comply with their obligations under this Deed.

### **5 Payment of Contributions**

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5.1 The Developer must pay the Contribution to the Council on the Commencement Date and on each Review Date.

5.2 The Council must apply the Contributions made by the Developer under this Deed towards the public purpose specified in Schedule 1 and otherwise in accordance with this Deed.

5.3 Provided that the Developer is not in breach of any of its prior obligations under this Deed, the Developer will be deemed to have satisfied its obligations under this Deed on the date that the final Contribution is paid to the Council.

5.4 Provided that the Developer is not in breach of any of its prior obligations under this Deed, on the payment of the final Contribution, this Deed will terminate and no party will have any liability to the other in relation to the subject matter of this Deed.

### **6 Indexation of Contributions**

---

On each Review Date, the Contribution will be varied in accordance with the following formula:

$$P = \frac{A \times B}{C}$$

Where:

- (a) "P" is the Contributions payable on the relevant Review Date;

- (b) "A" is the Contributions payable before the relevant Review Date;
- (c) "B" is the CPI for Sydney Index Number last published before the relevant Review Date; and
- (d) "C" is the CPI for Sydney Index Number last published before the Commencement Date or the last Review Date, whichever is the later.

## **7 Allocation of display time**

7.1 In addition to the Contributions, subject to clause 7.2, the Developer agrees to allocate to Council 5% of the display time within each loop of images displayed on the digital advertising sign which is the subject of the Consent for Council to display community and civic related messages.

7.2 The Developer's obligation under clause 7.1 is subject to the following conditions:

- (a) Council must comply with the Developer's standard commercial terms and conditions for the display of advertisements on advertising assets;
- (b) Council must pay any production or service costs in connection with the display of community and civic related messages;
- (c) the right to display community and civic related messages on the digital advertising sign which is the subject of the Consent is personal to Council and cannot be transferred or sold to another person, or exchanged for any other benefit or for cash;
- (d) if at any time Council does not use its allocation of display time on the digital advertising sign which is the subject of the Consent to display community and civic related messages, then that unused display time is immediately forfeited to the Developer and does not accrue for future use; and
- (e) Council must ensure that any advertisement displayed does not include the logo or branding of any third party, infringe any third party's intellectual property rights or breach any law or regulation.

## **8 Application of sections 7.11, 7.12 and 7.17 of the Act to the Development**

This Deed excludes the application of sections 7.11, 7.12 and 7.17 of the Act to the Development.

## **9 Security**

To secure the performance of this deed, the Developer must comply with the restrictions on dealings as provided by clause 11 and, in the event of a breach by the Developer of the terms of this deed, the Developer acknowledges and agrees that the Council may enforce the terms of this Deed in a court of competent jurisdiction.

## **10 Dispute Resolution - Mediation**

10.1 This clause applies to any Dispute arising in connection with this Deed.

10.2 Such a Dispute is taken to arise if one Party gives another Party a notice in writing specifying particulars of the Dispute.

10.3 If a notice is given under clause 10.2, the Parties are to meet within 14 days of the notice in an attempt to resolve the Dispute.

10.4 If the Dispute is not resolved within a further 28 days, the Parties are to mediate the Dispute in accordance with the Mediation Rules of the Law Society of New South Wales published from time to time and are to request the President of the Law Society to select a mediator.

10.5 If the Dispute is not resolved by mediation within a further 28 days, or such longer period as may be necessary to allow any mediation process which has been commenced to be completed, then the Parties may exercise their legal rights in relation to the Dispute, including by the commencement of legal proceedings in a court of competent jurisdiction in New South Wales.

10.6 Each Party is to bear its own Costs arising from or in connection with the appointment of a mediator and the mediation.

10.7 The Parties are to share equally the Costs of the President, the mediator, and the mediation.

## **11 Restriction on dealings**

11.1 The Developer may assign the Developer's rights or obligations under this Deed, or novate this Deed, to a Related Body Corporate of the Developer, at any time and without the consent of Council. The Developer must promptly notify Council of any assignment or novation of this Deed, including the details of the relevant Related Body Corporate, under this clause 11.1.

11.2 Except as provided for in clause 11.1, the Developer must not:

- (a) assign or transfer the Lease; or
- (b) assign the Developer's rights or obligations under this Deed, or novate this Deed,

to any person unless:

- (c) the Developer has, at no cost to the Council, first procured the execution by the person to whom the Developer's rights or obligations under this Deed are to be assigned or novated, of a deed in favour of the Council on terms reasonably satisfactory to the Council; and
- (d) the Council has given written notice to the Developer stating that it reasonably considers that the transferee, assignee or novatee, is reasonably capable of performing its obligations under this Deed, and
- (e) the Developer is not in material breach of this Deed.

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## **12 Notices**

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12.1 Any notice, consent, information, application or request that is to or may be given or made to a Party under this Deed is only given or made if it is in writing and sent in one of the following ways:

- (a) delivered or posted to that Party at its address set out in the Key Details; or
- (b) emailed to that Party at its email address set out in the Key Details.

12.2 If a Party gives the other Party 3 business days' notice of a change of its address or email, any notice, consent, Information, application or request is only given or made by that other Party if it is delivered, posted, or emailed to the latest address.

12.3 Any notice, consent, information, application or request is to be treated as given or made if it is:

- (a) delivered, when it is left at the relevant address,
- (b) sent by post, 2 business days after it is posted, or
- (c) sent by email and the sender does not receive a delivery failure message from the sender's internet service provider within a period of 24 hours of the email being sent.

12.4 If any notice, consent, information, application or request is delivered, or an error free transmission report in relation to it is received, on a day that is not a business day, or if on a business day, after 5pm on that day in the place of the Party to whom it is sent, it is to be treated as having been given or made at the beginning of the next business day.

## **13 Costs**

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Each party is to pay their own Costs of preparing, negotiating, executing this Deed.

## **14 Entire Deed**

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14.1 This Deed contains everything to which the Parties have agreed in relation to the matters it deals with.

14.2 No Party can rely on an earlier document, or anything said or done by another Party, or by a director, officer, agent or employee of that Party, before this Deed was executed, except as permitted by law.

## **15 Further Acts**

---

Each Party must promptly execute all documents and do all things that another Party from time to time reasonably requests to effect, perfect or complete this Deed and all transactions incidental to it.

## **16 Governing Law and Jurisdiction**

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This Deed is governed by the law of New South Wales and the Parties submit to the non-exclusive jurisdiction of its courts and courts of appeal from them.

---

**17 No Fetter**

---

Nothing in this Deed shall be construed as requiring Council to do anything that would cause it to be in breach of any of its obligations at law, and without limitation, nothing shall be construed as limiting or fettering in any way the exercise of any statutory discretion or duty.

**18 Illegality**

---

If this Deed or any part of it becomes illegal, unenforceable or invalid as a result of any change to a law, the Parties are to co-operate and do all things necessary to ensure that an enforceable agreement of the same or similar effect to this Deed is entered into.

**19 Severability**

---

19.1 If a clause or part of a clause of this Deed can be read in a way that makes it illegal, unenforceable or invalid, but can also be read in a way that makes it legal, enforceable and valid, it must be read in the latter way.

19.2 If any clause or part of a clause is illegal, unenforceable or invalid, that clause or part is to be treated as removed from this Deed, but the rest of this Deed is not affected.

**20 Amendment**

---

No amendment of this Deed will be of any force or effect unless it is in writing and signed by the Parties to this Deed.

**21 Waiver**

---

21.1 The fact that a Party fails to do, or delays in doing, something the Party is entitled to do under this Deed, does not amount to a waiver of any obligation of, or breach of obligation by, another Party.

21.2 A waiver by a Party is only effective if it is in writing.

21.3 A written waiver by a Party is only effective in relation to the particular obligation or breach in respect of which it is given. It is not to be taken as an implied waiver of any other obligation or breach or as an implied waiver of that obligation or breach in relation to any other occasion.

**22 GST**

---

22.1 In this clause:

**Adjustment Note, Consideration, GST, GST Group, Margin Scheme, Money, Supply and Tax Invoice** have the same meaning given by the GST Law.

**GST Amount** means in relation to a Taxable Supply the amount of GST payable in respect of the Taxable Supply.

**GST Law** has the meaning given by the *A New Tax System (Goods and Services Tax) Act 1999* (Cth).

**Input Tax Credit** has the meaning given by the GST Law and a reference to an Input Tax Credit entitlement of a party includes an Input Tax Credit for an acquisition made by that party but to which another member of the same GST Group is entitled under the GST Law.

**Taxable Supply** has the meaning given by the GST Law excluding (except where expressly agreed otherwise) a supply in respect of which the supplier chooses to apply the Margin Scheme in working out the amount of GST on that supply.

22.2 Subject to clause 22.4, if GST is payable on a Taxable Supply made under, by reference to or in connection with this Deed, the Party providing the Consideration for that Taxable Supply must also pay the GST Amount as additional Consideration.

22.3 Clause 22.2 does not apply to the extent that the Consideration for the Taxable Supply is expressly stated in this Deed to be GST inclusive.

22.4 No additional amount shall be payable by the Council under clause 22.2 unless, and only to the extent that, the Council (acting reasonably and in accordance with the GST Law) determines that it is entitled to an Input Tax Credit for its acquisition of the Taxable Supply giving rise to the liability to pay GST.

22.5 If there are Supplies for Consideration which is not Consideration expressed as an amount of Money under this Deed by one Party to the other Party that are not subject to Division 82 of the GST Law, the Parties agree:

- (a) to negotiate in good faith to agree the GST inclusive market value of those Supplies prior to issuing Tax Invoices in respect of those Supplies; and
- (b) that any amounts payable by the Parties in accordance with clause 22.2 (as limited by clause 22.4) to each other in respect of those Supplies will be set off against each other to the extent that they are equivalent in amount.

22.6 No payment of any amount pursuant to this clause 22, and no payment of the GST Amount where the Consideration for the Taxable Supply is expressly agreed to be GST inclusive, is required until the supplier has provided a Tax Invoice or Adjustment Note as the case may be to the recipient.

22.7 Any reference in the calculation of Consideration or of any indemnity, reimbursement or similar amount to a cost, expense or other liability incurred by a party, must exclude the amount of any Input Tax Credit entitlement of that party in relation to the relevant cost, expense or other liability.

22.8 This clause continues to apply after expiration or termination of this Deed.

## **23 Signature and Exchange**

23.1 This Deed may be executed:

- (a) in any number of counterparts and all the counterparts together shall make one instrument;
- (b) electronically by both parties using DocuSign, or by affixing electronic signatures, or by exchanging electronic copies of original signatures on this Deed.

---

23.2 This Deed may be validly created and exchanged by counterparts with each party's signature (electronic or otherwise) sent electronically to each other party by email.

23.3 The parties acknowledge that the electronic version of this Deed signed by both parties will be the true and original version for the purposes of this transaction and that no other version will be provided unless otherwise agreed between the parties in writing.

23.4 The parties agree to be bound by the electronic version of this Deed which has been signed and exchanged in accordance with this clause.

23.5 The parties agree that they will be bound by, have complied with and will comply with the *Electronic Transactions Act 2000* (NSW) and any terms and conditions of DocuSign, in relation to the execution of this Deed.

---

**EXECUTION**

**Executed** as a deed on

2022

**Signed sealed and delivered** for and on behalf  
of **Inner West Council ABN 19 488 017 987**  
by its General Manager pursuant to  
Section 683 of the *Local Government Act 1993*

.....  
General Manager

.....  
Witness

**Signed, sealed and delivered by**  
**oOh!media Assets Pty Limited ABN 63**  
**103 552 414 by:**

\_\_\_\_\_  
Signature of director/company secretary

\_\_\_\_\_  
Signature of director

\_\_\_\_\_  
Print name

\_\_\_\_\_  
Print name

## Explanatory Note

**Item No:** C1022(1) Item 7  
**Subject:** PART YEEND STREET, BIRCHGROVE - ROAD CLOSURE & SALE  
**Prepared By:** Scott Mullen, Strategic Investments and Property Manager  
**Authorised By:** Kelly Loveridge, Director Corporate

## Parties

**RECOMMENDATION**  
Inner West Council  
oOh!media Assets Pty Limited

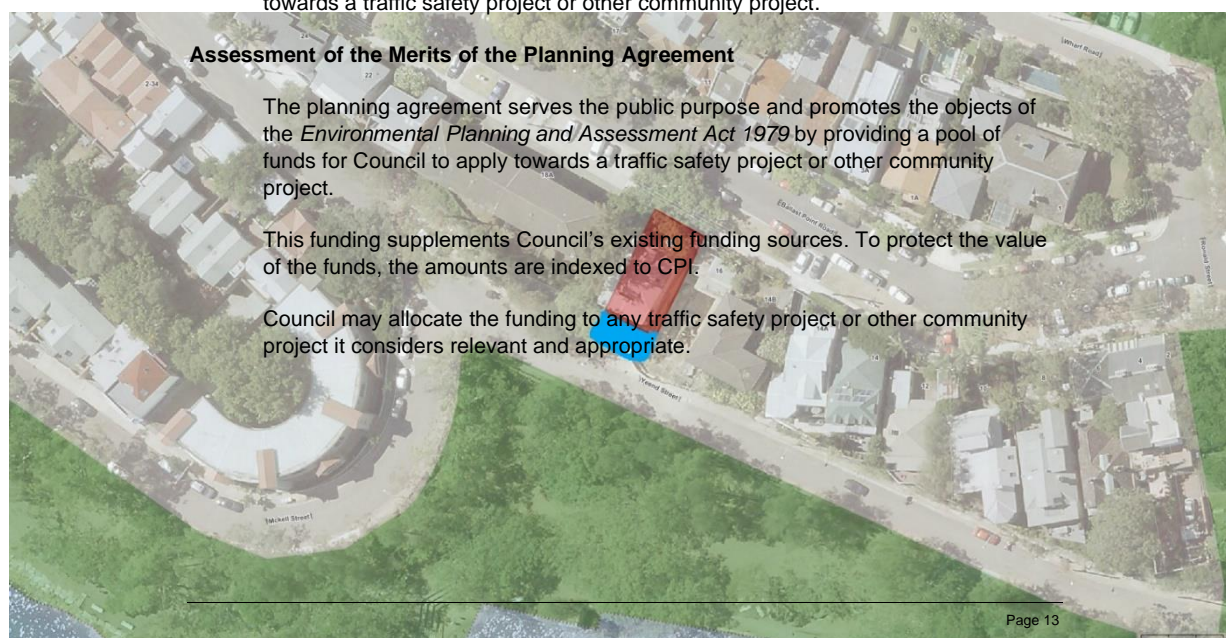
**That Council provides its 'in principle' support to consider the partial road closure of Yeend St, Birchgrove and subsequent sale to the adjoining owner.**

The digital advertising pole mounted sign comprised within part Folio Identifiers 207/1244807, 208/1244807, 210/1244807 and 211/1244807 as defined in the Lease.

## DISCUSSION

A resident has approached Council with a request to purchase a portion of the road reserve adjacent to 18 Ballast Point Road which fronts Yeend St, Birchgrove, following their purchase of that property in 2021.

Yeend Street is a local street approximately 220m in length, connecting at the north-west with Ballast Point Road and terminating at Ballast Street Reserve. The figure below identifies the full extent of Yeend Street. 18 Ballast Point Road is marked in red; the land in question is coloured blue.



The portion of Yeend St subject to the proposed closure and acquisition proposal adjoins the rear of 18 Ballast Point Road. A 1.5m setback from the curb will be required to allow space if a pedestrian footpath to the street is required in the future. After allowing for the setback the area the subject of the proposed closure and acquisition will be approximately 57 sqm.

The area is predominantly covered by a concrete slab and is surrounded by stairs, exposed sandstone and plantings. As shown in the image below the area is currently used as a parking

space.



## Council Officers Review

The proposed road closure and acquisition of part of Yeend Street has been reviewed by the relevant divisions within Council including traffic, engineering, infrastructure and property services. The proposal has received no objections from the various Council teams and subsequently it is now being brought to Council to seek in-principle support for the proposal.

It is considered that a precedent has previously been set through the partial road closure and sale of the road reserve fronting Yeend Street, for the adjacent property 16 Ballast Point Road in 2018.

## Road closure and sale

A permanent closure of a portion of road would be required to comply with sections 34 – 38F of the *Roads Act 1993*, noting also the below requirements:

- A recommendation for approval is required from Council's Local Traffic Committee;
- A formal resolution of Council is required;
- The permanent road closure would be subject to a community / public consultation process which includes advertising and notification to adjoining owners
- Approval from Transport for New South Wales (TfNSW) may be required;
- Approval from Land Registry Services is required; and
- Any approvals / consents from utility service providers (including any easements that may be required).

Subsequent sale of the former road can only be undertaken following formal resolution by Council to proceed with the sale of the land, and it is required to be sold at market value.

### **Proposed Next Steps**

- Council to engage a land property consultant to progress this matter with the cost to be borne by the applicant.
- Strategic Property team will seek a recommendation for the permanent road closure through the Local Traffic Committee;
- Once terms and conditions have been agreed, a further report would be brought to Council on the proposed road closure and sale, for Council's consideration and determination.

### **FINANCIAL IMPLICATIONS**

The sale of the former road will be subject to an independent market valuation and commercial negotiations between the parties. All costs associated with the proposed road closure and sale would be borne by the adjoining resident.

If Council proceeds with the partial road closure and sale to the adjoining resident Council will receive the market value of the land comprising the former road area of Yeend St.

### **ATTACHMENTS**

Nil.

**Item No:** C1022(1) Item 8

**Subject:** MANDATORY REPORTING OF FIRE SAFETY REPORTS REFERRED TO COUNCIL FROM FIRE AND RESCUE NSW

**Prepared By:** Michael Simmons - Team Leader Fire Safety

**Authorised By:** Graeme Palmer - Senior Manager, Regulatory Services

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## RECOMMENDATION

**That Council:**

1. Receive and note the correspondence from Fire and Rescue NSW in relation to the following properties:  
  
8 Liberty St Enmore (Attachment 1),  
25-27 Cavendish St Enmore (Attachment 2),  
2 Trafalgar St Petersham (Attachment 3),  
3 Fisher St Petersham (Attachment 4),  
31 Fisher St Petersham (Attachment 5),  
34 Stanmore Rd Enmore (Attachment 6),  
117 Probert St Newtown (Attachment 7),  
115 Denison Rd Dulwich Hill (Attachment 8); and
  2. Endorse the Council Officers use of statutory powers (and discretion as appropriate) under the Environmental Planning and Assessment Act 1979 to require upgrades to buildings to the satisfaction of Council's Fire Safety Team in order to:
    - a) improve the provisions for fire safety at the premises.
    - b) improve the provisions of fire safety awareness.
    - c) improve the adequacy of the premises to prevent fire.
    - d) improve the adequacy of the premises to suppress fire or prevent the spread of fire, and
    - e) improve the safety of persons in the event of fire.
- 

## DISCUSSION

In accordance with the provisions of the Environmental Planning and Assessment Act 1979 (EPAA), Fire and Rescue NSW (FRNSW) has referred letters to Council detailing a number of concerns with the fire safety measures and fire safety procedures for properties in the Inner West Council area.

Owners of buildings such as assembly buildings, commercial premises, residential flat buildings and boarding houses have a legal obligation to ensure that all fire safety measures installed on the premises are, at all times, maintained and working to their relevant standard of performance for the safety of the building's occupiers or users – whether the building is occupied or not. This is done through the installation of fire safety measures compliant with the National Construction Code (Building Code of Australia - BCA) or an alternative solution endorsed by a qualified Fire Engineer.

A fire safety measure is any aspect of construction, piece of equipment or strategy, that is required to enhance the safety of people within the building in the event of a fire. These fire safety measures can vary significantly depending on the age of the building, its design and its use. The determination of the appropriate fire safety measure is guided through the deemed

to satisfy provisions / functional statements of the Building Code of Australia or through Alternative Solutions designed and developed by Fire Engineers and Accredited Certifiers.

FRNSW and Council's Fire Safety Team have undertaken inspections of all premises referred and have determined appropriate actions required by property owners in order to:

- improve the provisions for fire safety at the premises;
- improve the provision of fire safety awareness;
- improve the adequacy of the premises to prevent fire;
- improve the adequacy of the premises to suppress fire or prevent the spread of fire; and
- improve the safety of persons in the event of fire.

As the premises are on private land, any required upgrades are able to be undertaken through the issuing of orders under the EPAA. After all solutions are implemented and a Fire Safety Certificate is issued the building is listed on Council's Fire Safety Register and Annual Fire Safety Inspections are required to be undertaken in accordance with the Environmental Planning and Assessment (Development Certification and Fire Safety) Regulation 2021.

This annual inspection is to ensure that:

- i. All fire safety measures are inspected by an accredited practitioner (fire safety) to ensure they are maintained to the appropriate Standard of Performance.
- ii. Fire Safety Statements are maintained in the approved form and are displayed in a clearly visible position and available for viewing by Fire and Rescue NSW or Council Authorised Officers.

In accordance with the provisions of the EPAA, has referred correspondence to Council detailing a number of concerns with fire safety measures and fire safety procedures associated with development on land on the following properties listed at Table 1.

Property	Reason for referral:
8 Liberty St, Enmore	Australian Standard quoted on Annual Fire Safety Statement is incorrect. Fire Sprinkler isolation valve is not padlocked in the open position.
25-27 Cavendish St, Enmore	Premises is only partially covered by a Smoke Detection and Alarm System. Paths of travel to an exit impeded.
2 Trafalgar St, Petersham	Performance measures on AFSS do not match systems installed on site. Fire hydrant pump set not operational at time of inspection.
3 Fisher St, Petersham	Emergency lighting does not appear to be installed. Smoke alarms do not appear to be interconnect. Fire Extinguishers not maintained.
31 Fisher St, Petersham	Measures not being maintained. Fire Detection and Alarm System appears to be a combination of smoke and thermal detectors.
34 Stanmore Rd, Enmore	Interconnection and location of smoke alarms to be reviewed. Activation of emergency lighting to be confirmed. Access and egress to be reviewed.

117 Probert St, Newtown	Conduct Building Code of Australia review of fire damaged building.
115 Denison Rd, Dulwich Hill	Premises missing numerous fire safety measures. Building Code of Australia review of building required.

*Table 1 above lists the properties inspected by FRNSW and a summary of the reason for referral.*

In response, Council's Fire Safety Team undertook inspections of all premises as per the table below:

<b>Property</b>	<b>Key Requirement</b>
8 Liberty St, Enmore	Council Officers engaged with the managing agent to rectify the issues identified by FRNSW. Padlock provided to Fire Sprinkler isolation valve. Annual Fire Safety Statement corrected.
25-27 Cavendish St, Enmore	Council Officers engaged with the managing agent to rectify the issues identified by FRNSW. Impediments to paths of egress addressed as well as crackling light.
2 Trafalgar St, Petersham	Inspection of premises conducted by Council. Development Control Order issued. No response received Show Cause to be issued.
3 Fisher St, Petersham	Premises inspected by Council prior to receipt of correspondence from FRNSW. Accredited practitioner (fire safety) contacted who verified measures inspected and valid AFSS issued for 2021-2022. Other action being undertaken by statutory authorities re 2022-2023 AFSS.
31 Fisher St, Petersham	Premises inspected by Council prior to receipt of correspondence from FRNSW. Accredited practitioner (fire safety) contacted who verified measures inspected and valid AFSS issued for 2021-2022. Other action being undertaken by statutory authorities re 2022-2023 AFSS.
34 Stanmore Rd, Enmore	Premises inspected by Council prior to receipt of correspondence from FRNSW. Accredited practitioner (fire safety) contacted who verified measures inspected and valid AFSS issued for 2021-2022. Other action being undertaken by statutory authorities re 2022-2023 AFSS.

117 Probert St, Newtown	Premises severely affected by fire. DA lodged to rebuild. Compliance with BCA to be placed on any Development Consent issued. Other action being undertaken by statutory authorities in relation to 2022-2023 AFSS.
115 Denison Rd, Dulwich Hill	Inspection of premises conducted by Council. Notice of Intent to Serve a Development Control Order issued, representation period hadn't expired at time of report.

*Table 2 above summarises the actions by Council officers since receiving the FRNSW report.*

Following a review of the correspondence and site inspections, Council's Fire Safety Officers, under delegated authority will or have issued Notices of Intent to Serve a Development Control Order and or Development Control Orders on the property owners in accordance with the EPAA.

After all fire safety solutions are implemented, a Fire Safety Certificate is to be submitted to Council. This is to ensure that the new/enhanced fire safety measures for each building are included on Council's Fire Safety Register and that annual inspections and Annual Fire Safety Statements are undertaken and submitted to Council to ensure:

- i. All fire safety measures are inspected by an accredited practitioner (fire safety) to ensure they are maintained to the appropriate Standard of Performance.
- ii. Fire Safety Statements are maintained in the approved form and displayed in a prominent location within the building and available for viewing by Fire and Rescue NSW personnel or Council Officers.

## CONCLUSION

The letters from Fire and Rescue NSW have identified a number of fire safety matters that are required to be addressed. Following an inspection, Council's Fire Safety Officers have determined that Notices of Intent to Serve a Development Control Order and or Development Control Orders requiring various audits and upgrade to the buildings are required to be undertaken. These requirements will promote adequate fire safety or fire safety awareness in the buildings. These works are able to be undertaken in accordance with State Planning provisions through the issuing of development Control Orders under the EPAA.

## FINANCIAL IMPLICATIONS

Nil

## ATTACHMENTS

1. [Letter from Fire & Rescue NSW regarding - 8 Liberty St Enmore](#)
2. [Letter from Fire & Rescue NSW regarding - 25-27 Cavendish St Enmore](#)
3. [Letter from Fire & Rescue NSW regarding - 2 Trafalgar St Petersham](#)
4. [Letter from Fire & Rescue NSW regarding - 3 Fisher St Petersham](#)
5. [Letter from Fire & Rescue NSW regarding - 31 Fisher St Petersham](#)
6. [Letter from Fire & Rescue NSW regarding - 34 Stanmore Rd Petersham](#)
7. [Letter from Fire & Rescue NSW regarding - 117 Probert St Newtown](#)

8. [↓](#) Letter from Fire & Rescue NSW regarding - 115 Denison Rd Dulwich Hill

Unclassified

Attachment 1



File Ref. No: BFS22/1054 (20119)  
TRIM Ref. No: D22/34002  
Contact: Acting Inspector Paul Scott

10 May 2022

General Manager  
Inner West Council  
PO Box 14,  
Petersham NSW 2049

Email: [council@innerwest.nsw.gov.au](mailto:council@innerwest.nsw.gov.au)

Attn: Building Compliance Officer

Dear Sir/Madam

**Re: INSPECTION REPORT  
BOARDING HOUSE  
80 LIBERTY ROAD ENMORE ("the premises")**

Fire & Rescue NSW (FRNSW) received correspondence on 15 March 2022, in relation to the adequacy of the provision for fire safety in connection with 'the premises'.

The correspondence stated that:

- *Specific concerns were raised around the fact that no sprinklers were fitted, but also extended to him overhearing the owners admit that the construction was non-compliant. The informant reported that there were at least 20 individual occupancies at the address which was converted from a restaurant.*

Pursuant to the provisions of Section 9.32(1) of the *Environmental Planning and Assessment Act 1979* (EP&A Act), an inspection of 'the premises' on 22 March 2022 was conducted by Authorised Fire Officers from the Fire Safety Compliance Unit of Fire and Rescue NSW (FRNSW). Please be advised that Schedule 5, Part 8, Section 17(2) requires any report or recommendation from the Commissioner of FRNSW to be tabled at a Council meeting.

The inspection was limited to the following:

- A visual inspection of the essential Fire Safety Measures as identified in this report only.
- A conceptual overview of the building, where an inspection had been conducted without copies of the development consent or copies of the approved floor plans.

<b>Fire and Rescue NSW</b>	<b>ABN 12 593 473 110</b>	<b><a href="http://www.fire.nsw.gov.au">www.fire.nsw.gov.au</a></b>
Community Safety Directorate	1 Amarina Ave	T (02) 9742 7434
Fire Safety Compliance Unit	Greenacre NSW 2190	F (02) 9742 7483
<a href="http://www.fire.nsw.gov.au">www.fire.nsw.gov.au</a>		Page 1 of 2

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Please be advised that details of this inspection have been provided in accordance with Section 9.32(4) of the EP&A Act. Therefore, on behalf of the Commissioner of FRNSW, the following comments are provided for your information in accordance with Schedule 5, Part 8, Section 17(1)(a) of the EP&A Act.

## COMMENTS

The following items were identified during the inspection:

1. Certification
  - 1A. Annual Fire Safety Statement (AFSS) – The AFSS displayed at the premises indicates a *Fire Drencher and Sprinkler System* is installed to the standard of performance of Australian Standard (AS) 2118.2-2016. The quoted standard of performance is not an historical version of the Australian Standard series.
2. Essential Fire Safety Measure
  - 2A. Automatic Fire Sprinkler System – An isolation valve is installed between the town main connection and the sprinkler alarm valve located on the southern wall of the building. FRNSW is of the opinion that the valve should be padlocked in the open position and labelled in accordance with Clause 3.3.2 of AS 2118.2-2010.

FRNSW is therefore of the opinion that there are inadequate provisions for fire safety within the building.

## RECOMMENDATIONS

FRNSW recommends that Council:

- a. Inspect and address any other deficiencies identified on 'the premises', and require item no. 1 and item no. 2 of this report be addressed appropriately.

This matter is referred to Council as the appropriate regulatory authority. FRNSW therefore, awaits Council's advice regarding its determination in accordance with Schedule 5, Part 8, Section 17 (4) of the EP&A Act.

Should you have any enquiries regarding any of the above matters, please do not hesitate to contact Acting Inspector Paul Scott of FRNSW's Fire Safety Compliance Unit on (02) 9742 7434. Please ensure that you refer to file reference BFS22/1054 (20119) for any future correspondence in relation to this matter.

Yours faithfully



Paul Scott  
Team Leader Fire Safety Compliance  
Fire Safety Compliance Unit

Unclassified

Unclassified

Attachment 2



File Ref. No: BFS22/1070 (20119)  
TRIM Ref. No: D22/29606  
Contact: Acting Inspector Paul Scott

11 April 2022

General Manager  
Inner West Council  
PO Box 14,  
Petersham NSW 2049

Email: [council@innerwest.nsw.gov.au](mailto:council@innerwest.nsw.gov.au)

Attn: Building Compliance Officer

Dear Sir/Madam

**Re: INSPECTION REPORT  
BOARDING HOUSE  
25-27 CAVENDISH STREET ENMORE ("the premises")**

Fire & Rescue NSW (FRNSW) received correspondence on 15 March 2022, in relation to the adequacy of the provision for fire safety in connection with 'the premises'.

The correspondence stated in part that:

- *The electrical switches in Unit 15, crackle and vermin in the roof.*

Pursuant to the provisions of Section 9.32 (1) of the *Environmental Planning and Assessment Act 1979* (EP&A Act), an inspection of 'the premises' on 22 March 2022 was conducted by Authorised Fire Officers from the Fire Safety Compliance Unit of FRNSW.

The inspection was limited to the following:

- A visual inspection of the essential Fire Safety Measures as identified in this report only.
- A conceptual overview of the building, where an inspection had been conducted without copies of the development consent or copies of the approved floor plans.

On behalf of the Commissioner of FRNSW, the following comments are provided for your information in accordance with Section 9.32 (4) and Schedule 5, Part 8, Section 17(1) of the EP&A Act. Please be advised that Schedule 5, Part 8, Section 17(2)

Fire and Rescue NSW

ABN 12 593 473 110

[www.fire.nsw.gov.au](http://www.fire.nsw.gov.au)

Community Safety Directorate  
Fire Safety Compliance Unit

1 Amarina Ave  
Greenacre NSW 2190

T (02) 9742 7434  
F (02) 9742 7483

[Firesafety@fire.nsw.gov.au](mailto:Firesafety@fire.nsw.gov.au)

Page 1 of 3

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requires any report or recommendation from the Commissioner of FRNSW to be tabled at a Council meeting.

## COMMENTS

The following items were identified as concerns during the inspection:

1. Essential Fire Safety Measures
  - 1A. Smoke Detection and Alarm System (SDAS)
    - A. FRNSW are of the opinion that premises has only a partial building occupant warning system contrary to the requirements of Specification E2.2a - 7 of the National Construction Code 2019 Volume One, Building Code of Australia (NCC). A combination of standalone smoke alarms and smoke alarms using a Brooks RadioLink control system are installed in the building.
  - 1B. Access and Egress
    - A. The evacuation plan installed at the premises indicates the pathway on the north-eastern side of the building leads occupants to the roadway. Due to poor fence stability, bracing has been installed which creates an obstruction to access the open road.
    - B. The gate on the eastern side of the front boundary is lock closed with a padlock and chain.
2. Generally
  - 2A. FRNSW were unable to confirm the complainants claim that electrical switches were crackling and vermin were in the roof space.

FRNSW is therefore of the opinion that there are inadequate provisions for fire safety within the building.

## RECOMMENDATIONS

FRNSW recommends that Council:

- a. Inspect and address any other deficiencies identified on 'the premises' and require item no. 1 through to item no. 2 of this report be addressed appropriately.

This matter is referred to Council as the appropriate regulatory authority. FRNSW therefore awaits Council's advice regarding its determination in accordance with Schedule 5, Part 8, Section 17 (4) of the EP&A Act.

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Should you have any enquiries regarding any of the above matters, please do not hesitate to contact Acting Inspector Paul Scott of FRNSW's Fire Safety Compliance Unit on (02) 9742 7434. Please ensure that you refer to file reference BFS22/1070 (20119) for any future correspondence in relation to this matter.

Yours faithfully



Paul Scott  
Team Leader Fire Safety Compliance  
Fire Safety Compliance Unit

Unclassified

Unclassified

Attachment 3



File Ref. No: BFS22/940 (20011)  
TRIM Ref. No: D22/26437  
Contact: Acting Inspector Paul Scott

7 April 2022

General Manager  
Inner West Council  
PO Box 14,  
Petersham NSW 2049

Email: [council@innerwest.nsw.gov.au](mailto:council@innerwest.nsw.gov.au)

Attn: Building Compliance Officer

Dear Sir/Madam

**Re: INSPECTION REPORT  
PETERSHAM TRAINING COLLEGE  
2 TRAFALGAR STREET PETERSHAM ("the premises")**

Fire & Rescue NSW (FRNSW) received correspondence on 8 March 2022, in relation to the adequacy of the provision for fire safety in connection with 'the premises'.

The correspondence stated that:

- *Marrickville fire station responded to a fire in a hydrant pump room. Smoke set of smoke detector system. Alarm signalling equipment did not operate and occupants had to call triple zero for fire response.*

Pursuant to the provisions of Section 9.32 (1) of the *Environmental Planning and Assessment Act 1979* (EP&A Act), an inspection of 'the premises' on 10 March 2022 was conducted by Authorised Fire Officers from the Fire Safety Compliance Unit of FRNSW.

The inspection was limited to the following:

- A visual inspection of the essential Fire Safety Measures as identified in this report only.
- A conceptual overview of the building, where an inspection had been conducted without copies of the development consent or copies of the approved floor plans.

On behalf of the Commissioner of FRNSW, the following comments are provided for your information in accordance with Section 9.32 (4) and Schedule 5, Part 8, Section

<b>Fire and Rescue NSW</b>	<b>ABN 12 593 473 110</b>	<b><a href="http://www.fire.nsw.gov.au">www.fire.nsw.gov.au</a></b>
Community Safety Directorate	1 Amarina Ave	T (02) 9742 7434
Fire Safety Compliance Unit	Greenacre NSW 2190	F (02) 9742 7483
<a href="mailto:Firesafety@fire.nsw.gov.au">Firesafety@fire.nsw.gov.au</a>		Page 1 of 6

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17(1) of the EP&A Act. Please be advised that Schedule 5, Part 8, Section 17(2) requires any report or recommendation from the Commissioner of FRNSW to be tabled at a Council meeting.

## **COMMENTS**

The following items were identified as concerns during the inspection:

1. Certification
  - 1A. An Annual Fire Safety Statement (AFSS) was not seen at the time of inspection contrary to the requirements Section 89 (4) of Environmental Planning and Assessment (Development Certification and Fire Safety) Regulation 2021 (EPAR 21).
  - 1B. FRNSW was provided a copy of the 2020 AFSS following the inspection (Appendix 1). FRNSW observed that the minimum standard of performance of the Automatic Smoke Detection and Alarm System and the hydrant system as indicated on the AFSS, did not appear to be consistent with the fire safety measure installed at the premises.
  - 1C. FRNSW were advised by the maintenance contractor for the premises that they had not received a fire safety schedule and provided the AFSS detailed in item 1B above.
2. Essential Fire Safety Measures
  - 2A. Fire Hydrant System.
    - A. At the time of inspection, the fire hydrant pumpset was not operational due to a mechanical fault. FRNSW were advised that the approval of the pump replacement quote was pending.
    - B. Approximately 70% of the floor area in the fire hydrant pumproom was covered with engine oil from the failed pumpset.
    - C. The fire hydrant system appears to be a combination of an Ordinance 70 Ministerial Spec 10 (Ord 70) and Australian Standard (AS) 2419.1 system. The following was observed,
      - i. The fire brigade booster appears to be Ord 70 specification.
      - ii. The block plan indicated the system obtained pressure and flow, consistent with AS 2419.1-2005.
      - iii. External attack fire hydrants consisted of dual and single valved outlets.
      - iv. A single valved outlet, facing a brick wall 500mm from the outlet is in the hydrant booster enclosure. This outlet is unable to be utilised.

**Unclassified**

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- D. Due to the proximity of the domestic water pipes, the booster inlet connections have been rotated 35° above horizontal to permit the connection of firefighting hose.
- E. The fire hydrant block plan at the booster assembly does not comply with the requirements of Clause 7.11 of AS 2419.1-2005.
  - i. The block plan does not represent the installation as per the requirements of Part (b) of Clause 7.11.
  - ii. Attack fire hydrants are represented by either words/letters (DUAL HEAD FH) or symbols (Ø) or in combination. Locating hydrants on the block plan is difficult.
  - iii. The block plan is engraved on aluminium or stainless steel, is not orientated correctly and almost impossible to discern detail as there are no contrasting colours.
  - iv. The block plan is installed on the brick wall at the rear of the booster assembly at a height of approximately 500mm. Firefighters are required to clamber over domestic water pipes and leaf litter to read the block plan.

2B. Smoke Detection and Alarm System

- A. The Alarm Signalling Equipment (ASE) is provided with a single telecommunication path to the ADT Fire Monitoring (ADT) contrary to the regular practice. Although ADT could not determine if a transmission fault occurred at the time of fire, at the time of inspection the ASE was polling with ADT.
- B. The AFSS states the *Automatic Smoke Detection and Alarm System* meets the standard of performance of AS 1670.1-1986. FRNSW are of the opinion that the fire indicator panel and associated equipment have been updated and now complies with a later standard of performance.
- C. Heat detectors appear to be installed in locations that would normally require smoke detectors contrary to the requirements Specification E2.2a of the NCC.

FRNSW is therefore of the opinion that there are inadequate provisions for fire safety within the building.

## RECOMMENDATIONS

FRNSW recommends that Council:

- a. Inspect and address any other deficiencies identified on 'the premises', and require item no. 1 through to item no. 2 of this report be addressed appropriately.

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- b. Conduct an audit of Section D and E of the NCC to determine the minimum standard of performance of each essential fire safety measure.
- c. Following a review of the audit, upgrade the fire hydrant system to meet the requirements of the current Australian Standard AS 2419.1.

This matter is referred to Council as the appropriate regulatory authority. FRNSW therefore awaits Council's advice regarding its determination in accordance with Schedule 5, Part 8, Section 17 (4) of the EP&A Act.

Should you have any enquiries regarding any of the above matters, please do not hesitate to contact Acting Inspector Paul Scott of FRNSW's Fire Safety Compliance Unit on (02) 9742 7434. Please ensure that you refer to file reference BFS22/940 (20011) for any future correspondence in relation to this matter.

Yours faithfully



Paul Scott  
Team Leader Fire Safety Compliance  
Fire Safety Compliance Unit

CC: Transport for NSW Head Office  
231 Elizabeth Street  
Sydney NSW 2000.  
E: mail: [tss.procurement@transport.nsw.gov.au](mailto:tss.procurement@transport.nsw.gov.au)

Attention: Property Manager

Attachment: Appendix 1 – Annual Fire Safety Statement - (2 Pages)

Unclassified

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## Appendix 1 – Annual Fire Safety Statement

## Fire Safety Statement

Part 9 of the Environmental Planning and Assessment Regulation 2000



**Please note:**

Information to assist building owners to complete each section of the statement is provided on pages 3, 4 and 5.

### Section 1: Type of statement

This is (mark applicable box): ☒ an annual fire safety statement (complete the declaration at Section 8 of this form)  
☐ a supplementary fire safety statement (complete the declaration at Section 9 of this form)

### Section 2: Description of the building or part of the building

This statement applies to: ☒ the whole building ☐ part of the building

Address

2 Trafalgar Street Petersham NSW 2049

Lot No. (if known)

DP/SP (if known)

Building name (if applicable)

Transport for NSW Training Centre

Provide a brief description of the building or part (building use, number of storeys, construction type etc)

Class 5 (offices), Class 9b (assembly building). Rise of 2. Type A.

### Section 3: Name and address of the owner(s) of the building or part of the building

Name

Address

### Section 4: Fire safety measures

Fire safety measure	Minimum standard of performance	Date(s) assessed	CFSP *
Automatic fail-safe devices	Clauses D 2.19 & D 2.21 BCA		
Automatic fire detection & alarm systems	AS 1670 – 1986		
Building Occupant Warning System	AS 1670.1 – 1995		
Emergency lighting	Clauses E4.2, E 4.4 BCA & AS 2293.1 – 2005		
Exit signs	Clauses E4.5, E4.6, E4.8 BCA & AS 2293.1 – 2005		
Fire alarm monitoring	AS 1670.3 – 1997	9/09/2020	F020941A
Fire doors	Clause D2.8 BCA & AS 1905.1 - 2005	9/09/2020	F020941A
Fire hydrant systems	Part 27.3 Ordinance 70 & Ministerial Specification 10	9/09/2020	F020941A
Fire seals protecting openings in fire resisting components of the building	specification C3.15 BCA AS4072.1-2005	9/09/2020	F020941A
Hose reel systems	Clause E 1.4 BCA & AS 2441 - 2005	9/09/2020	F020941A
Mechanical air handling systems -Air handling shutdown only.	AS 1668.1 - 1991		
Portable fire extinguishers	Clause E1.6 BCA & AS 2444 – 2001	9/09/2020	F020941A

2 Trafalgar Street Petersham NSW 2049


Version 3.0 | Effective from 1 February 2020 | NSW Department of Planning, Industry and Environment | 1

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## Fire Safety Statement

Part 9 of the Environmental Planning and Assessment Regulation 2000



Warning and operational signs	Clause 183 EP&A Regulation 2000	9/09/2020	F020941A
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\* See notes on page 4 about how to correctly identify a Competent Fire Safety Practitioner (CFSP).

**Section 5: Inspection of fire exits and paths of travel to fire exits (Part 9 Division 7)**

Part of the building inspected	Date(s) inspected	CFSP *
Whole	9/09/2020	F020941A

\* See notes on page 4 about how to correctly identify a Competent Fire Safety Practitioner (CFSP).

**Section 6: Name and contact details of competent fire safety practitioners (CFSPs)**

Full name	Phone	Email	Accreditation No.*	Signature
Malcolm Saunders	133166	msaunders@wormald.com.au	F020941A	

\* Where applicable – see notes on page 4 for further information.

**Section 7: Name and contact details of the person issuing this statement #**

Full name
Organisation (if applicable)
Title/Position (if applicable)
Phone
Email

\* The person issuing the statement must not be a CFSP listed in section 6.

**Section 8: Annual fire safety statement declaration**

I, \_\_\_\_\_ (insert full name) being the: ☐ owner ☐ owner's agent

declare that:

a) each essential fire safety measure specified in this statement has been assessed by a competent fire safety practitioner and was found, when it was assessed, to be capable of performing:

- i. in the case of an essential fire safety measure applicable by virtue of a fire safety schedule, to a standard no less than that specified in the schedule, or
- ii. in the case of an essential fire safety measure applicable otherwise than by virtue of a fire safety schedule, to a standard no less than that to which the measure was originally designed and implemented, and

b) the building has been inspected by a competent fire safety practitioner and was found, when it was inspected, to be in a condition that did not disclose any grounds for a prosecution under Division 7 of Part 9 of the Regulation.

Owner/Agent Signature	Date issued

**Section 9: Supplementary fire safety statement declaration**

I, \_\_\_\_\_ (insert full name) being the: ☐ owner ☐ owner's agent

declare that each critical fire safety measure specified in the statement has been assessed by a competent fire safety practitioner and was found, when it was assessed, to be capable of performing to at least the standard required by the current fire safety schedule for the building for which this statement is issued.

Owner/Agent Signature	Date issued

**Note:**

A current fire safety schedule for the building must be attached to the statement in accordance with the Regulation.

2 Trafalgar Street Petersham NSW 2049

Version 3.0 | Effective from 1 February 2020 | NSW Department of Planning, Industry and Environment | 2

Unclassified

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Attachment 4



File Ref. No: FRN22/1540  
TRIM Ref. No: D22/55174  
Contact: Conor Hackett

4 July 2022

General Manager  
Inner West Council  
PO Box 14  
PETERSHAM NSW 2049

Email: [council@innerwest.nsw.gov.au](mailto:council@innerwest.nsw.gov.au)

Attention: Manager Compliance/Fire Safety

Dear General Manager

**Re: INSPECTION REPORT  
'REGISTERED BOARDING HOUSE'  
3 FISHER STREET PETERSHAM ("the premises")**

2022 and 2 June 2022, in relation to the adequacy of the provision for fire safety in connection with 'the premises'.

The correspondence on 24 May 2022 stated in part that:

*...Director of Fire Safety has received a communication from the Director of Metropolitan Operations regarding these premises.*

The correspondence on 2 June 2022 stated in part that:

*...these properties continue to operate as residential boarding houses without meeting the required fire safety standards and those deficiencies going undetected...*

Pursuant to the provisions of Section 9.32 (1) of the *Environmental Planning and Assessment Act 1979* (EP&A Act), an inspection of 'the premises' on 26 May 2022 was conducted by Authorised Fire Officers from the Fire Safety Compliance Unit of FRNSW.

The inspection was limited to the following:

<b>Fire and Rescue NSW</b>	<b>ABN 12 593 473 110</b>	<b><a href="http://www.fire.nsw.gov.au">www.fire.nsw.gov.au</a></b>
Community Safety Directorate	1 Amarina Ave	T (02) 9742 7434
Fire Safety Compliance Unit	Greenacre NSW 2190	F (02) 9742 7483
<a href="mailto:Firesafety@fire.nsw.gov.au">Firesafety@fire.nsw.gov.au</a>		Page 1 of 6

Unclassified

Unclassified

- A visual inspection of the essential Fire Safety Measures as identified in this report only.
- A conceptual overview of the building, where an inspection had been conducted without copies of the development consent or copies of the approved floor plans.

On behalf of the Commissioner of FRNSW, the following comments are provided for your information in accordance with Section 9.32 (4) and Schedule 5, Part 8, Section 17(1) of the EP&A Act. Please be advised that Schedule 5, Part 8, Section 17(2) requires any report or recommendation from the Commissioner of FRNSW to be tabled at a Council meeting.

## COMMENTS

Please be advised that this report is not an exhaustive list of non-compliances. The proceeding items are limited to observations of the building accessed at the time of the inspection and identifies possible deviations from the National Construction Code 2019, **Volume 2** Building Code of Australia (NCC). FRNSW acknowledges that the deviations may contradict development consent approval or relate to the building's age. It is therefore council's discretion as the appropriate regulatory authority to consider the most appropriate action.

The following items were identified as concerns during the inspection:

1. Essential Fire Safety Measures
  - 1A. System of Lighting – Clause 3.7.5.6 of the NCC requires a system of lighting to assist evacuation of the occupants in a Class 1b building. The lighting must be installed to be activated by the smoke alarm with a light incorporated within the smoke alarm, or the lighting located in the corridor, hallway or area served by the smoke alarm. It is unclear whether emergency lighting is installed. A review may be required by council.
  - 1B. Smoke Alarms to be Interconnected – Clause 3.7.5.2 of the NCC requires smoke alarms to comply with Australian Standard AS 3786. Which requires the smoke alarms to be powered from the consumer mains source and be interconnected where there is more than one alarm. Council may need to review the relevant consents to determine what standard the smoke alarms were approved and installed, and whether the approved standard has been maintained or requires upgrading.
  - 1C. Maintenance – Clause 81 of the EPAR 2021 requires that an Essential Fire Safety Measure must be maintained to a standard no less than when it was first installed.
    - A. The Portable Fire Extinguisher (PFE) in the kitchen contained service labels/tags, indicating the PFE have not received any

Unclassified

routine servicing since March 2021, contrary to the requirements of Clause 10.4 of AS 1851-2012.

- B. The Fire Blanket in the kitchen, contained service labels/tags, indicating the Fire Blanket has not received any routine servicing since December 2014, contrary to the requirements of Clause 11.4 of AS 1851-2012.
- 1D. Portable Fire Extinguishers (PFE) – The PFE in the kitchen was not readily accessible, contrary to the requirements of Clause 3.2 of AS 2444–2001.
- 1E. Fire Safety Certificate and Fire Safety Schedule – Clause 85(b) of the Environmental Planning and Assessment (Development Certification and Fire Safety) Regulation 2021 (EPAR2021) requires a copy of the fire safety certificate and a copy of the current fire safety schedule to be prominently displayed in the building. Neither could be located at the time of the inspection.
- 1F. Annual Fire Safety Statement (AFSS) – Clause 89 of the EPAR 2021 requires an AFSS to be prominently displayed in the building and updated annually. At the time of the inspection, the AFSS that was displayed did not appear to be up to date.
- 2. Generally
  - 2A. Investigation Outcomes – The following items are provided to council as part of the investigation on Thursday, 26 May 2022:
    - A. Boarding House Inspections – It is understood that Inner-West Council has an inspection program for boarding houses. FRNSW notes that there is currently an audit review of boarding houses within the LGA and includes “the premises”. The audit includes the fire safety measures and health and amenity requirements.
  - 2B. Items for Further Investigation – An investigation may be required by council, to confirm:
    - A. Annual Fire Safety Statement – Annual Fire Safety Statements (AFSS) – Clause 89(4)(b) of the EPAR 2021, requires the owner of the building to prominently display in the building a copy of the AFSS and a copy of the current fire safety schedule. At the time of the inspection:
      - i. The current fire safety schedule could not be located, as such it was difficult to establish:
        - a. that each essential fire safety measure specified in the statement has been assessed by an accredited practitioner (fire safety) as capable of performing to a standard no less than that specified in the schedule, OR

Unclassified

- b. that an original measure within the meaning of Clause 81 of the EPAR 2021 — is maintained to a standard no less than that to which the measure was originally designed and implemented, AND
    - c. the building had been inspected by an accredited practitioner (fire safety) and was found, when it was inspected, to be in a condition that did not disclose grounds for prosecution.
  - B. Generally, the premises is in an obvious state of disrepair with issues such as broken windows, damage to wall and roof cladding, significant gaps around door frames, exposed timber framing, damaged timber framing, damaged guttering and damp apparent throughout the premises.
  - C. As such, it is at Council's discretion to determine whether the premises, in its current condition, meets the objectives of the Performance Provisions for a Class 1b structure as set out in Volume Two of the NCC, and whether any enforcement action is warranted. In particular, the issues noted above may impact on the following Performance Requirements:
    - i. P2.1.1 - Structural stability and resistance
    - ii. P2.2.1 - Rainwater management
    - iii. P2.2.2 - Weatherproofing
    - iv. P2.2.3 - Rising damp
    - v. P2.4.1 - Wet areas
    - vi. P2.6.1 - Building
  - D. Standards for Places of Shared Accommodation – Part 1 of Schedule 2 of the Local Government (General) Regulation 2021 requires council ensures boarding houses do not exceed the maximum number of people in each bedroom or dormitory and in the whole premises. Also requiring a minimum standard of health and amenity. At the time of the inspection the following was observed:
    - i. Notices – At the time of the inspection, the signs indicating the permissible maximum length of time during which a person may board or lodge in the premises could not be located in a conspicuous location and displayed to public view outside the premises.
    - ii. Room Schedule and Occupant Numbers – Clause 2 requires a schedule showing the room number for each bedroom and

Unclassified

dormitory and the number of persons permitted to be accommodated in each. At the time of the inspection, the schedule could not be located.

- iii. Room Numbers – Clause 2 requires each bedroom to be numbered in accordance with the schedule and must be displayed clearly on the door of each bedroom. The sign must display the maximum number of persons allowed to be accommodated in the bedroom. At the time of the inspection the numbering were random and the maximum number of persons sign could not be located.
- iv. Kitchen facilities – At the time of the inspection, the kitchen facilities and utensils for the storage or preparation of food appeared unclean and was in unhealthy condition. The area required repair. The kitchen appeared to have droppings from insects and vermin. The floor of the kitchen appeared to lack an impervious surface.
- v. General cleanliness – All parts of the premises and all appurtenances appeared unclean and in an unhealthy condition.
- vi. Furniture and fittings – The furniture and fittings that were provided, lack maintenance and were in disrepair.
- vii. Long term residences – It appears that the premises accommodates people which allows boarding or lodgings for 7 days or longer. It is unclear whether each bed is provided with an adequate supply of clean blankets or equivalent bed clothing. It is unclear whether this has been provided.

2C. Persons with Additional Needs – Section 36 and 37 of the *Boarding Houses Act 2012 (BHA)* details the requirements for a boarding house to be considered an 'Assisted Boarding House'. At the time of the inspection, there were people at "the premises" that may require the support services of Department of Family and Community Services – Ageing, Disability and Home Care (ADHC). As per the ADHC Fact Sheet May 2013: 'Information for Local Councils about Boarding Houses and People with Additional Needs', it is at council's discretion to seek the assistance of ADHC to investigate whether the people at the premises appeared to show the following indicators:

- A. Self-care difficulties – poor hygiene, severe obesity or emaciation, incontinence.
- B. Living in domestic squalor – hoarding, human or food waste, unsanitary environment.

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FRNSW is therefore of the opinion that there are inadequate provisions for fire safety within the building.

## RECOMMENDATIONS

FRNSW recommends that Council:

Inspect and address any other deficiencies identified on 'the premises', and require item no. 1 to 2 of this report be addressed appropriately.

This matter is referred to Council as the appropriate regulatory authority. FRNSW therefore awaits Council's advice regarding its determination in accordance with Schedule 5, Part 8, Section 17 (4) of the EP&A Act.

Should you have any enquiries regarding any of the above matters, please do not hesitate to contact Conor Hackett of FRNSW's Fire Safety Compliance Unit on (02) 9742 7434. Please ensure that you refer to file reference FRN22/1540 for any future correspondence in relation to this matter.

Yours faithfully



Edren Ravino  
Senior Building Surveyor  
Fire Safety Compliance Unit

Unclassified

Unclassified

Attachment 5



File Ref. No: FRN22/1540  
TRIM Ref. No: D22/55247  
Contact: Conor Hackett

4 July 2022

General Manager  
Inner West Council  
PO Box 14  
PETERSHAM NSW 2049

Email: [council@innerwest.nsw.gov.au](mailto:council@innerwest.nsw.gov.au)

Attention: Manager Compliance/Fire Safety

Dear General Manager

**Re: INSPECTION REPORT  
'REGISTERED BOARDING HOUSE'  
31 FISHER STREET PETERSHAM ("the premises")**

Fire & Rescue NSW (FRNSW) received two separate correspondences on 24 May 2022 and 2 June 2022, in relation to the adequacy of the provision for fire safety in connection with 'the premises'.

The correspondence on 24 May 2022 stated in part that:

*...Director of Fire Safety has received a communication from the Director of Metropolitan Operations regarding these premises.*

The correspondence on 2 June 2022 stated in part that:

*...these properties continue to operate as residential boarding houses without meeting the required fire safety standards and those deficiencies going undetected...*

Pursuant to the provisions of Section 9.32 (1) of the *Environmental Planning and Assessment Act 1979* (EP&A Act), an inspection of 'the premises' on 26 May 2022 was conducted by Authorised Fire Officers from the Fire Safety Compliance Unit of FRNSW.

The inspection was limited to the following:

<b>Fire and Rescue NSW</b>	<b>ABN 12 593 473 110</b>	<b><a href="http://www.fire.nsw.gov.au">www.fire.nsw.gov.au</a></b>
Community Safety Directorate	1 Amarina Ave	T (02) 9742 7434
Fire Safety Compliance Unit	Greenacre NSW 2190	F (02) 9742 7483
<a href="mailto:Firesafety@fire.nsw.gov.au">Firesafety@fire.nsw.gov.au</a>		Page 1 of 7

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- A visual inspection of the essential Fire Safety Measures as identified in this report only.
- A conceptual overview of the building, where an inspection had been conducted without copies of the development consent or copies of the approved floor plans.

On behalf of the Commissioner of FRNSW, the following comments are provided for your information in accordance with Section 9.32 (4) and Schedule 5, Part 8, Section 17(1) of the EP&A Act. Please be advised that Schedule 5, Part 8, Section 17(2) requires any report or recommendation from the Commissioner of FRNSW to be tabled at a Council meeting.

## COMMENTS

Please be advised that this report is not an exhaustive list of non-compliances. The proceeding items are limited to observations of the building accessed at the time of the inspection and identifies possible deviations from the National Construction Code 2019, **Volume 2** Building Code of Australia (NCC). FRNSW acknowledges that the deviations may contradict development consent approval or relate to the building's age. It is therefore council's discretion as the appropriate regulatory authority to consider the most appropriate action.

The following items were identified as concerns during the inspection:

1. Essential Fire Safety Measures
  - 1A. Maintenance – Clause 81 of the EPAR 2021 requires that an Essential Fire Safety Measure must be maintained to a standard no less than when it was first installed.
    - A. Fire Detection Control and Indicating Equipment (FDCIE) – The FDCIE displayed that there was a fault. The display showed the 'Fault Sounder'.
    - B. The Portable Fire Extinguisher (PFE) in the kitchen contained service labels/tags, indicating the PFE have not received any routine servicing since March 2021, contrary to the requirements of Clause 10.4 of AS 1851-2012.
    - C. The Fire Blanket in the kitchen, contained service labels/tags, indicating the Fire Blanket has not received any routine servicing since December 2014, contrary to the requirements of Clause 11.4 of AS 1851-2012.
  - 1B. Automatic Fire Detection & Alarm System - The detection system throughout the premises appeared to be a combination of smoke and thermal detectors. The following observations were noted:

Unclassified

- A. It is unclear whether approval has been given to permit thermal detectors in areas where smoke detectors would generally be required. Further investigation by Council may be required.
- B. NSW Clause 3.7.2.2 of the NCC requires the installation of smoke alarms to Australian Standard AS3786. The exception being an alarm deemed suitable in accordance with Australian Standard 1670.1, where spurious signals are likely to occur within a garage. Observations at the time revealed:
  - i. That the smoke detection system appears to be a Specification E2.2a, Clause 3 system in accordance with the National Construction Code 2019, **Volume 1** Building Code of Australia (NCC).
  - ii. The installed smoke detectors are in locations similar to AS1670.1, which includes the installation of a Fire Indicator Panel.
  - iii. If the installed smoke detection system has been approved by council, a Zone Block plan may be required in accordance with Section 3.10 of the Australian Standard 1670.1-2018
- 1C. System of Lighting – Clause 3.7.5.6 of the NCC requires a system of lighting to assist evacuation of the occupants in a Class 1b building. The lighting must be installed to be activated by the smoke alarm with a light incorporated within the smoke alarm, or the lighting located in the corridor, hallway or area served by the smoke alarm. A review may be required by council.
- 1D. Annual Fire Safety Statement (AFSS) – Clause 89 of the EPAR 2021 requires an AFSS to be prominently displayed in the building and updated annually. At the time of the inspection, the AFSS that was displayed did not appear to be up to date.
- 1E. Fire Safety Certificate and Fire Safety Schedule – Clause 85(b) of the Environmental Planning and Assessment (Development Certification and Fire Safety) Regulation 2021 (EPAR2021) requires a copy of the fire safety certificate and a copy of the current fire safety schedule to be prominently displayed in the building. Neither could be located at the time of the inspection.
- 2. Generally
  - 2A. Investigation Outcomes – The following items are provided to council as part of the investigation on Thursday, 26 May 2022:
    - A. Boarding House Inspections – It is understood that Inner-West Council has an inspection program for boarding houses. FRNSW notes that there is currently an audit review of boarding houses within the LGA and includes “the premises”. The audit includes the fire safety measures and health and amenity requirements. It was

Unclassified

also noted that the plastic bag identified in item 1A(A) is being addressed by council.

- B. Annual Fire Safety Statement – Annual Fire Safety Statements (AFSS) – Clause 89(4)(b) of the Environmental Planning and Assessment (Development Certification and Fire Safety) Regulation 2021 (EPAR 2021), requires the owner of the building to prominently display in the building a copy of the AFSS and a copy of the current fire safety schedule. At the time of the inspection:

- i. The current fire safety schedule could not be located, as such it was difficult to establish:
  - a. whether the essential fire safety measures are appropriate for a Class 3 building under the National Construction Code 2019, **Volume 1** Building Code of Australia (NCC) or a Class 1b building under the National Construction Code 2019, **Volume 2** Building Code of Australia (NCC). Noting that the displayed AFSS identifies the class of building as Class 1b.
  - b. that each essential fire safety measure specified in the statement has been assessed by an accredited practitioner (fire safety) as capable of performing to a standard no less than that specified in the schedule, OR
  - c. that an original measure within the meaning of Clause 81 of the EPAR 2021 — is maintained to a standard no less than that to which the measure was originally designed and implemented, AND
  - d. the building had been inspected by an accredited practitioner (fire safety) and was found, when it was inspected, to be in a condition that did not disclose grounds for a prosecution.

- 2B. Items for Further Investigation – An investigation may be required by council to confirm the following:

- A. Health and Amenity – the premises is in an obvious state of disrepair with issues such as broken windows, damage to wall and roof cladding, damage to doors/door frame, water ingress, 'kitchen' exposed to the elements, damaged guttering and damp apparent throughout the premises.
- B. As such, it is at Council's discretion to determine whether the premises, in its current condition, meets the objectives of the Performance Provisions for a Class 1b structure as set out in Volume Two of the NCC, and whether any enforcement action is

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warranted. In particular, the issues noted above may impact on the following Performance Requirements:

- i. P2.1.1 - Structural stability and resistance
  - ii. P2.2.1 - Rainwater management
  - iii. P2.2.2 - Weatherproofing
  - iv. P2.2.3 - Rising damp
  - v. P2.4.1 - Wet areas
  - vi. P2.6.1 – Building
- C. Persons with Additional Needs – Section 36 and 37 of the *Boarding Houses Act 2012 (BHA)* details the requirements for a boarding house to be considered an ‘Assisted Boarding House’. At the time of the inspection, there were people at “the premises” that may require the support services of Department of Family and Community Services – Ageing, Disability and Home Care (ADHC). As per the ADHC Fact Sheet May 2013: ‘Information for Local Councils about Boarding Houses and People with Additional Needs’, it is at council’s discretion to seek the assistance of ADHC to investigate whether the people at the premises appeared to show the following indicators:
- i. Living in domestic squalor – hoarding, human or food waste, unsanitary environment.
- D. Standards for Places of Shared Accommodation – Part 1 of Schedule 2 of the Local Government (General) Regulation 2021 requires council ensures boarding houses do not exceed the maximum number of people in each bedroom or dormitory and in the whole premises. Also requiring a minimum standard of health and amenity. At the time of the inspection the following was observed:
- i. Room Size – The room appears to accommodate long-term sleeping accommodation. The building appears to be an old ‘California Bungalow’ building which previously included a front patio. It appears that the patio was converted to create the two front rooms on the northern elevation facing Fisher Street. As such both rooms appear to have a floor area less than 5.5 square metres. Clause 46 of the Public Health Regulation 2012 requires the floor area to be greater than 5.5 square meters for each person sleeping in it.
  - ii. Notices – At the time of the inspection, the signs indicating the permissible maximum length of time during which a person may board or lodge in the premises could not be

Unclassified

located in a conspicuous location and displayed to public view outside the premises.

- iii. Room Schedule and Occupant Numbers – Clause 2 requires a schedule showing the room number for each bedroom and dormitory and the number of persons permitted to be accommodated in each. At the time of the inspection, the schedule could not be located.
- iv. Room Numbers – Clause 2 requires each bedroom to be numbered in accordance with the schedule and must be displayed clearly on the door of each bedroom. The sign must display the maximum number of persons allowed to be accommodated in the bedroom. At the time of the inspection the room numbers displayed were randomly displayed. The sign indicating the number of persons for each room could not be located.
- v. Kitchen facilities – At the time of the inspection, the kitchen facilities and utensils for the storage or preparation of food appeared unclean and was in unhealthy condition. The kitchen appeared to have droppings from insects and vermin. The floor of the kitchen appeared to lack an impervious surface.
- vi. General cleanliness – All parts of the premises and all appurtenances appeared unclean and in an unhealthy condition.
- vii. Furniture and fittings – The furniture and fittings that were provided, lack maintenance and were in disrepair.
- viii. Long term residences – It appears that the premises accommodates people which allows boarding or lodgings for 7 days or longer. It is unclear whether each bed is provided with an adequate supply of clean blankets or equivalent bed clothing.

FRNSW is therefore of the opinion that there are inadequate provisions for fire safety within the building.

## RECOMMENDATIONS

FRNSW recommends that Council:

- a. Inspect and address any other deficiencies identified on 'the premises', and require item no. 1 to 2 of this report be addressed appropriately.

Unclassified

This matter is referred to Council as the appropriate regulatory authority. FRNSW therefore awaits Council's advice regarding its determination in accordance with Schedule 5, Part 8, Section 17 (4) of the EP&A Act.

Should you have any enquiries regarding any of the above matters, please do not hesitate to contact Conor Hackett of FRNSW's Fire Safety Compliance Unit on (02) 9742 7434. Please ensure that you refer to file reference FRN22/1540 for any future correspondence in relation to this matter.

Yours faithfully



Edren Ravino  
Senior Building Surveyor  
Fire Safety Compliance Unit

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Attachment 6



File Ref. No: FRN22/1540  
TRIM Ref. No: D22/56486  
Contact: Edren Ravino

7 July 2022

Chief Executive Officer  
Inner West Council  
PO Box 14,  
PETERSHAM NSW 2049

Email: [council@innerwest.nsw.gov.au](mailto:council@innerwest.nsw.gov.au)

Attention: Manager Compliance/Fire Safety

Dear Chief Executive Officer

**Re: INSPECTION REPORT  
'REGISTERED BOARDING HOUSE.'  
34 STANMORE ROAD ENMORE ("the premises")**

Fire & Rescue NSW (FRNSW) received two separate correspondences on 24 May 2022 and 2 June 2022 concerning the adequacy of the provision for fire safety in connection with 'the premises'.

The correspondence on 24 May 2022 stated in part that:

*...Director of Fire Safety has received a communication from the Director of Metropolitan Operations regarding these premises.*

The correspondence on 2 June 2022 stated in part that:

*...these properties continue to operate as residential boarding houses without meeting the required fire safety standards and those deficiencies going undetected...*

Pursuant to the provisions of Section 9.32 (1) of the *Environmental Planning and Assessment Act 1979* (EP&A Act), an inspection of 'the premises' on 26 May 2022 was conducted by Authorised Fire Officers from the Fire Safety Compliance Unit of FRNSW.

Fire and Rescue NSW

ABN 12 593 473 110

[www.fire.nsw.gov.au](http://www.fire.nsw.gov.au)

Community Safety Directorate  
Fire Safety Compliance Unit

1 Amarina Ave  
Greenacre NSW 2190

T (02) 9742 7434  
F (02) 9742 7483

[www.fire.nsw.gov.au](http://www.fire.nsw.gov.au)

Page 1 of 12

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The items listed in this report are based on the following limitations:

- A general overview of the building was obtained without using the development consent conditions or approved floor plans as a reference.
- Details of the Essential Fire Safety Measures and Provisions for Fire Safety are based on a visual inspection of the fire safety measure and parts of the building accessed at the time.

On behalf of the Commissioner of FRNSW, the following comments are provided for your information in accordance with Section 9.32 (4) and Schedule 5, Part 8, Section 17(1) of the EP&A Act. Please be advised that Schedule 5, Part 8, Section 17(2) requires any report or recommendation from the Commissioner of FRNSW to be tabled at a Council meeting.

## COMMENTS

Please be advised that the items listed in this report identify possible nonconformities with the National Construction Code 2019, **Volume 2** Building Code of Australia (NCC) and provisions for fire safety. The listed items are not meant to provide an exhaustive list of non-compliances. FRNSW acknowledges that the observed differences may contradict development consent approval or relate to the building's age. Therefore, it is the Council's discretion to consider the relevant action as the appropriate regulatory authority.

The following items were identified as concerns during the inspection:

1. Essential Fire Safety Measures
  - 1A. Smoke Alarms – The following items list the requirements for installing and maintaining smoke alarms for Class 1b buildings.
    - A. The Environmental Planning and Assessment (Development Certification and Fire Safety) Regulation 2021 (EPAR 2021) requires the following concerning Smoke Alarms:
      - i. Clause 95 – Aligns with Clause 3.7.5.4 of the NCC, which requires Class 1b buildings to be equipped with smoke alarms located on or near the ceiling in each corridor or hallway associated with a bedroom, *including* smoke alarms located on or near the ceiling in each bedroom and a storey not containing a bedroom. At the time of the inspection, three rooms were accessed with the consent of the occupier. However, due to the location of the smoke alarms, a battery backup test could not be conducted. The Council may need to confirm that all rooms have smoke alarms installed and are working.

Unclassified

- ii. Clause 100 – Mandates that smoke alarms must not be removed or interfered with unless there is a reasonable excuse to remove or interfere with the smoke alarm's operation in a building where people sleep. At the time of the inspection, the smoke alarm in front of room 9 was covered with a plastic bag.
  - B. System of Lighting – Clause 3.7.5.6 of the NCC requires a lighting system to assist the evacuation of the occupants in a Class 1b building. A light must be incorporated within the smoke alarm and be activated by the smoke alarm upon detection of smoke. The lighting must be located in the corridor, hallway, or area served by the smoke alarm. Emergency lights were observed in the common areas. However, it is unclear whether the smoke alarm activates the lighting. The Council may require a review.
  - C. Smoke Alarms to be Interconnected – Clause 3.7.5.2 of the NCC requires smoke alarms to comply with Australian Standard AS 3786, which requires the smoke alarms to be powered from the consumer mains source and be interconnected where there is more than one alarm. A review may be necessary, as the smoke alarms were not tested.
- 1B. Fire Safety Certificate and Fire Safety Schedule – Clause 85(b) of the Environmental Planning and Assessment (Development Certification and Fire Safety) Regulation 2021 (EPAR2021) requires a copy of the fire safety certificate and a copy of the current fire safety schedule to be prominently displayed in the building. Neither could be located at the time of the inspection.
2. Access and Egress
- 2A. Height of Stairway – Clause 3.8.2.2 of the NCC requires the height of a stairway to be 2.0 metres when measured vertically above the nosing line of the stairway treads. The age of the building may have contributed to the reduced height of the stairway from the ground floor to the first floor, as it appeared to be less than 2 metres.
  - 2B. Stairway Construction – Part 3.9.1 of the NCC outlines the requirements for stair construction to meet Performance Requirement P2.5.1. Given the age of the building, the construction of the risers, goings, slip resistance, landings, and risers may need to be reviewed to confirm whether the stair meets the intent of the performance requirements for this part of the NCC.
3. Generally
- 3A. Cantilevered Timber Floor – The ground floor and first floor extend beyond the footprint of the masonry veneer construction of the building with cantilevered rooms at the rear of “the premises”. The rear rooms are cantilevered on timber bearers and joists. At first glance, the rear rooms

Unclassified

may have been balconies, which were later enclosed with plyboard to form an enclosure. The conversion into rooms may have added to the load of the bearers and joists. At the time of the inspection:

- A. The timber bearers and joists at “the premises” were observed with two haphazardly installed acro-props.
  - B. The adjoining property attached to “the premises” showed signs of unusual sagging of the bearers, as it lacked support similar to that observed at “the premises”, albeit haphazardly.
  - C. The Council may need to determine whether the building is safe for occupation by confirming whether the timber frame at the rear complies with Part 3.4.3 and meets the Performance Requirement of P2.1.1 of the NCC.
- 3B. Investigation Outcomes – The following items are provided to the Council as part of the investigation on Thursday, 26 May 2022:
- A. Boarding House Inspections – It is understood that Inner-West Council has an inspection program for boarding houses. FRNSW notes that there is currently an audit review of boarding houses within the LGA and includes “the premises”. The audit consists of the fire safety measures and health and amenity. It was also noted that the plastic bag identified in item 1A(A)(ii) is being addressed by the Council.
  - B. Report to Council – A review of FRNSW’s records revealed that a 119T Report dated 20 October 2015 (attached) was sent to Marrickville Council in accordance with EP&A Act because of a fire that occurred on 22 September 2015. The report identifies fire safety issues for a Class 3 building. A review may be required for the building classification and fire safety issues because of the following observations:
    - i. Annual Fire Safety Statement – Annual Fire Safety Statements (AFSS) – Clause 89(4)(b) of the Environmental Planning and Assessment (Development Certification and Fire Safety) Regulation 2021 (EPAR 2021) requires the owner of the building to prominently display in the building a copy of the AFSS and a copy of the current fire safety schedule. At the time of the inspection:
      - a. A current fire safety schedule could not be located. As such, it was difficult to establish:
        - whether the essential fire safety measures are appropriate for a Class 3 building under the National Construction Code 2019, **Volume 1** Building Code of Australia (NCC) or a Class 1b building under the National Construction Code 2019, **Volume 2**

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Building Code of Australia (NCC). Noting that the displayed AFSS identifies the building class as Class 1b.

- that each essential fire safety measure specified in the statement has been assessed by an accredited practitioner (fire safety) as capable of performing to a standard no less than that specified in the schedule, OR
- that an original measure within the meaning of Clause 81 of the EPAR 2021 — is maintained to a standard no less than that to which the measure was originally designed and implemented, AND
- the building had been inspected by an accredited practitioner (fire safety). When it was inspected, it was found to be in a condition that did not disclose grounds for a prosecution.

b. Annual Fire Safety Statements (AFSS) – The displayed AFSS may require the Council to address the following anomalies:

- The statement identifies the building class as Class 1b containing two storeys, despite having three storeys.
- The AFSS lists Part D of the National Construction Code **Volume 1**, exit signs, and fire hose reels (FHR).
- The displayed AFSS indicates that the essential fire safety measures were certified on 1 June 2021. Yet the maintenance tags for the Portable Fire Extinguishers (PFEs) were last tagged as being serviced in 2019. As a side note - the PFEs and FHRs were obstructed by various stored items throughout the premises.

ii. The premises appear to have a total area of all floors less than 300 m<sup>2</sup> and less than 12 rooms.

3C. Items for Further Investigation – The Council may require an investigation to confirm the following:

- A. Required Facilities – Clause 3.2.3.2 of the NCC requires a Class 1 building to be provided with a kitchen sink and facilities for preparing and cooking food, a bath or shower, clothes washing facilities, a closet pan, and a wash basin. A review of the Council's

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records may be required as a kitchen could not be located. It is noted that many rooms were locked and were not accessible.

- B. Standards for Places of Shared Accommodation – Part 1 of Schedule 2 of the Local Government (General) Regulation 2021 requires the Council to ensure boarding houses do not exceed the maximum number of people in each bedroom or dormitory and on the whole premises. It also requires a minimum standard of health and amenity. At the time of the inspection, the following was observed:
- i. Notices – At the time of the inspection, the signs indicating the permissible maximum length of time during which a person may board or lodge on the premises could not be located in a conspicuous location and displayed to public view outside the premises.
  - ii. Room Schedule and Occupant Numbers – Clause 2 requires a schedule showing the room number for each bedroom and dormitory and the number of persons permitted to be accommodated in each. At the time of the inspection, the schedule could not be located.
  - iii. Room Numbers – Clause 2 requires each bedroom to be numbered as per the schedule and displayed clearly on each door. The sign must state the maximum number of persons allowed to be accommodated in the bedroom. At the time of the inspection, the room numbering was randomly displayed; some room numbers were displayed while others were not. All rooms lacked a sign indicating the number of persons permitted in the bedroom.
  - iv. Kitchen Facilities – At the time of the inspection, no kitchen facilities were observed at “the premises”. The Council may need to confirm whether the occupants cook in their respective rooms.
  - v. General Cleanliness – All parts of the premises and appurtenances appeared unclean and unhealthy. There were items stored in the common areas of “the premises”.
  - vi. Long Term Residences – It appears that the premises accommodate people who allow boarding or lodgings for seven days or longer. It is unclear whether each bed has an adequate supply of clean blankets or equivalent bed clothing.

FRNSW believes that there are inadequate provisions for fire safety within the building.

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## RECOMMENDATIONS

FRNSW recommends that Council:

Inspect and address any other deficiencies identified on 'the premises', and require items no. 1 to 3 of this report to be addressed appropriately.

This matter is referred to Council as the appropriate regulatory authority. FRNSW awaits Council's advice regarding its determination in accordance with Schedule 5, Part 8, Section 17 (4) of the EP&A Act.

Please don't hesitate to contact Edren Ravino of FRNSW's Fire Safety Compliance Unit at [FireSafety@fire.nsw.gov.au](mailto:FireSafety@fire.nsw.gov.au) or call (02) 9742 7434 if there are questions or concerns regarding the above matters. Please ensure that you refer to file reference FRN22/1540 regarding any correspondence concerning this matter.

Yours faithfully



Edren Ravino  
Senior Building Surveyor  
Fire Safety Compliance Unit

Attachment: [Appendix 1- 119T Report Dated 20 October 2015 – 8 pages]

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## Appendix 1- 119T Report Dated 20 October 2015



File Ref. No: FRN15/2203  
TRIM Ref. No: D15/80763  
Contact: Edren Ravino

20 October 2015

General Manager  
PO Box 14  
PETERSHAM NSW 2050

Email: [council@marrickville.nsw.gov.au](mailto:council@marrickville.nsw.gov.au)

Attention: Manager Compliance/Fire Safety

Dear Sir / Madam,

**Re: INSPECTION REPORT / FIRE INCIDENT REPORT  
34 STANMORE ROAD ENMORE ("the premises")**

Fire & Rescue NSW (FRNSW) attended 'the premises' on 22 September 2015 to investigate a fire that occurred in Room 9 at 07:18 hrs on 22 September 2015.

The following observations were made:

**Extent of Fire:** The damage was limited to a small area of the room, with fire damage to the architraves and curtains.

**Damage:** Fire and smoke damage to contents only

**Cause of Fire:** Undetermined

**Type of Alarm:** Triple zero (000) call to FRNSW

**Fire Extinguished:** The fire was extinguished before the pump attended

**Evacuation:** There were three (3) people evacuated from the building.

**Casualties:** The single occupant of the room (where the fire originated) suffered smoke inhalation and was sent to hospital, but was later released that day.

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Community Safety Directorate	Locked Bag 12	T (02) 9742 7434
Fire Safety Compliance Unit	Greensacre NSW 2190	F (02) 9742 7483
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**Attending Stations:** 5 Newtown  
28 Marrickville  
Fire Safety Compliance Unit

Pursuant to the provisions of Section 119T(1) of the *Environmental Planning and Assessment Act 1979* (EP&A Act), an inspection of 'the premises' on 22 September 2015, 2 October 2015 and 15 October 2015 was conducted by Authorised Fire Officers from the Fire Safety Compliance Unit of FRNSW.

The inspection was limited to the following:

- A visual inspection of the essential Fire Safety Measures as identified in this report only.
- A conceptual overview of the building, where an inspection had been conducted without copies of the development consent or copies of the approved floor plans.

On behalf of the Commissioner of FRNSW, the following comments are provided for your information in accordance with Section 119T(4) and Section 121ZD(1) of the EP&A Act. Please be advised that Section 121ZD(2) requires any report or recommendation from the Commissioner of FRNSW to be tabled at a Council meeting.

## FIRE SAFETY ORDER NO. 6

Shortly after the initial inspection FRNSW issued an Order No. 6 dated 23 September 2015 ("the order"), in accordance with the provisions of Section 121B of the EP&A Act. Pursuant to Section 121ZE of the EP&A Act, a copy of 'the order' is attached for your information.

Please be advised that 'the order' addressed the immediate harm to the occupants, which includes but limited to, the lack of smoke alarms in some of the rooms. Further inspections have been conducted and on 15 October 2015, FRNSW has confirmed that at the time of the inspection the owner had complied with all but one item of the order. The remaining item requests certification for all of the existing essential service measures contained within the premises (despite a current AFSS displayed on the front door).

## COMMENTS

The following items were identified as concerns during the initial inspection:

1. Essential Services
  - a. Smoke Alarms – It was unclear whether there were smoke alarms installed to all of the bedrooms within the premises in accordance with E2.2 Building Code of Australia (BCA). [The subsequent order addressed this concern].

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Fire Safety Compliance Unit	Greenacre NSW 2190	F (02) 9742 7483
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- b. Smoke Detection and Alarm system – Whilst battery operated smoke alarms were observed in the rooms of each Sole Occupancy Unit (SOU), it is recommended that a smoke detection and alarm system be installed in the premises in accordance with Specification E2.2a (7) of the BCA and installed in accordance with AS1670.3 – 1997; AS4428.6 – 1997 and AS1670.1 – 1995.
- c. Fire Hydrant System – It appears that the total floor area of the premises is greater than 500m<sup>2</sup>. It is recommended that a fire hydrant system be installed in accordance with E1.3 of the BCA.
- d. Fire Blankets (FB) / Portable Fire Extinguishers (PFE) – At the time of the inspection, there were a number of FB's and PFE's that were not appropriately sign posted or hung up for ease of use. [The subsequent order addressed this concern].

## 2. Separation / Compartmentation

- a. Fire Walls – It appears that the walls between each Sole Occupancy Unit (SOU) within the premises consist of timber framed walls lined with plaster board. A visual inspection could not confirm that the walls comply with the Clause C2.7 of the BCA.
- b. Bounding Construction – It is unclear whether all of doors to the rooms to the SOU were compliant with C3.11 of the BCA.
- c. Openings above doors – there were glass hopper windows above every door that access each SOU within 'the premises'. The openings appear to reduce the fire resisting performance of the wall in contravention to C3.11(e) of the BCA.
- d. Stairs – The underside of the flight of stairs from the finished ground level to the first floor contained a storage cupboard. A visual inspection could not confirm that the enclosure complies with Clause D2.8 of the BCA.
- e. Dumb waiter – A visual inspection of the penetrations from the dumb waiter, could not confirm that this service is protected in accordance with C3.12 of the BCA.

## 3. Egress

- a. Compromised Egress Routes – The building showed signs of excessive deterioration. The age of the building has also resulted non-compliances with the BCA. Specifically:
  - i. Stairs - The stairs from the finished ground level to the street level appeared to show signs of damage consistent with termite infestation.

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- ii. Stair treads – The goings and risers for the stair treads were irregular and unpredictable, in contravention to D2.13 of the BCA.
  - iii. Balustrades and handrails – the balustrade and handrails appear to be less than the prescribed height outlined in D2.16 of the BCA.
  - iv. Floors – There were parts of the floor throughout the premises that felt soft underfoot and created a trip hazard whilst walking, resulting in simultaneous deflections to individual boards that 'pop up' while walking.
  - v. Floor to ceiling heights – The heights between the stair tread and ceiling height appeared low, where one could hit their head on during egress in contravention with D1.6 of the BCA.
  - vi. Front door – The final egress door that opens to the street, opens against the path of egress i.e. the door opens into the house in contravention to D2.22 of the BCA.
  - vii. Padlocked gate – The side gate on the north eastern side of the property boundary allotment is closed preventing egress for the occupants at the rear of the building direct access to the street.
- b. Paths of Travel to an Exit – Paths of travel from a number of Sole Occupancy Units to a fire exit, were either obstructed or impeded in contravention of Clause 184 & Clause 186 of the Environmental Planning and Assessment Regulation 2000 (EP&A Regulation). Such items include but are not limited to [The subsequent order addressed this concern]:
- i. Hasps and barrel bolts attached on the outside of SOU doors
  - ii. Mattresses
  - iii. Lounge suites
  - iv. Planter boxes / pot plants
  - v. Book shelves

#### 4. Generally

- a. Cooking Facilities – The age of the building and configuration of the rooms do not appear to be designed to accommodate cooking facilities. This type of configuration, is historically the likely cause of fires in buildings. Please note that all rooms on the premises contained cooking facilities.
- b. Electrical Cables – At the time of the initial inspection electrical cables lined the hall and were attached to overloaded power points.

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- c. Electrical Meter Board – The meter board attached to the front of the building is located in the path of travel. Whilst the meters were enclosed it is unclear whether the enclosure complies with D2.7 of the BCA.

FRNSW is therefore of the opinion that there are inadequate provisions for fire safety within the building.

## RECOMMENDATIONS

FRNSW recommends that Council:

- a. Inspect and address any other deficiencies identified on 'the premises', and require item no. 1 through to item no. 4 of this report be addressed appropriately.

This matter is referred to Council as the appropriate regulatory authority. FRNSW therefore awaits Council's advice regarding its determination in accordance with Section 121ZD (4) of the EP&A Act.

Should you have any enquiries regarding any of the above matters, please do not hesitate to contact FRNSW's Fire Safety Compliance Unit on (02) 9742 7434. Please ensure that you refer to file reference FRN15/2203 for any future correspondence in relation to this matter.

Yours faithfully



John Bruscino  
Building Surveyor  
Fire Safety Compliance Unit



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Attachment 7



File Ref. No: BFS22/1068 (20133)  
TRIM Ref. No: D22/27970  
Contact: Edren Ravino

12 April 2022

Chief Executive Officer  
Inner West Council  
PO Box 14  
PETERSHAM NSW 2049

Email: [council@innerwest.nsw.gov.au](mailto:council@innerwest.nsw.gov.au)

Attention: Manager Compliance / Fire Safety

Dear Chief Executive Officer

**RE: INSPECTION REPORT  
'BOARDING HOUSE'  
117 PROBERT STREET NEWTOWN ("the premises")**

Fire & Rescue NSW (FRNSW) received correspondence on 15 March 2022, in relation to a fire incident at 'the premises', as a result a fire safety concern was lodged. Pursuant to the provisions of Section 9.32 (1) of the *Environmental Planning and Assessment Act 1979* (EP&A Act), an inspection of 'the premises' on 15 March 2022 and 17 March 2022 was conducted by Authorised Fire Officers from the Fire Safety Compliance Unit of FRNSW.

The inspection was limited to the following:

- A visual inspection of the essential Fire Safety Measures as identified in this report only.
- Due to restricted access to the building, the comments provided are based on observations of the southwestern area of the building only.
- The comments regarding provisions for fire safety are based on the documents provided by Inner West Council. Hence are based on observations at the time and on council's approved classification as Class 1b building, in accordance with Clause A6.1 of the National Construction Code 2019, **Volume 2** Building Code of Australia (NCC).

Fire and Rescue NSW

ABN 12 593 473 110

[www.fire.nsw.gov.au](http://www.fire.nsw.gov.au)

Community Safety Directorate  
Fire Safety Compliance Unit

1 Amarina Ave  
Greenacre NSW 2190

T (02) 9742 7434  
F (02) 9742 7483

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Page 1 of 11

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On behalf of the Commissioner of FRNSW, the following comments are provided for your information in accordance with Section 9.32 (4) and Schedule 5, Part 8, Section 17 (1) of the EP&A Act. Please be advised that Schedule 5, Part 8, Section 17 (2) requires any report or recommendation from the Commissioner of FRNSW to be tabled at a Council meeting.

**Documents Provided**

- Annual Fire Safety Statement (AFSS) dated 15 March 2019 signed by Albert Wong
- AFSS dated 13 March 2020 signed by Albert Wong
- AFSS dated 13 March 2021 signed by Albert Wong
- AFSS dated 13 March 2022 signed by Albert Wong
- File for Development Application T.P. No. 276/89 received 15 May 1989 by Marrickville Municipal Council. Approved 7 September 1989. File includes plans and internal correspondence in relation to its use as a boarding house.
- Statement of Environmental Effects by Mary Azzi of 'Daniel McNamara of Planning Solutions'.
- Notice of Determination DA200900460 dated 9 June 2010 by Marrickville Council.
- Approved stamped plans dated 9 June 2010 for the Deferred Commencement Consent DA200900460 by Marrickville Council. Titled, "Proposed Floor Plan – Job Number: PJS 08-08 Plan No. DA01
- Plan of Management by Albert Wong. Dated 1 September 2010. Received by Marrickville Council on 16 September 2010.

**Comments**

<b>Date / Time of Fire:</b>	Tuesday 15 March 2022 / 00:59 hrs
<b>Extent of Fire:</b>	The fire affected the north-eastern side of the building.
<b>Damage:</b>	Fire and water damage. Possible structural damage to various load bearing parts of the building.
<b>Type of Alarm:</b>	Triple zero call (000)
<b>Evacuation:</b>	A number of occupants failed to evacuate. Whilst other occupants occupying the first floor jumped from windows. The remaining occupants self-evacuated.

Please be advised that this report is not an exhaustive list of non-compliances. The proceeding items are limited to observations of the building accessed at the time of the inspection and identifies possible deviations from the National Construction Code 2019, **Volume 2** Building Code of Australia (NCC). FRNSW acknowledges that the deviations may contradict development consent approval or relate to the building's

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age. It is therefore council's discretion as the appropriate regulatory authority to consider the most appropriate action.

FRNSW noted the following during the investigation of this incident:

1. Essential Fire Safety Measures

1A. Smoke Alarms – The following items list the requirements for the installation and maintenance of smoke alarms for Class 1b buildings.

A. The Environmental Planning and Assessment (Development Certification and Fire Safety) Regulation 2021 (EPAR 2021) requires the following in relation to Smoke Alarms:

- i. Clause 95 – Aligns with Clause 3.7.5.4 of the NCC which requires Class 1b buildings be equipped with smoke alarms located on or near the ceiling in each corridor or hallway associated with a bedroom, *including* smoke alarms located on or near the ceiling in each bedroom and in a storey not containing a bedroom. At the time of the inspection:
  - a. There were smoke alarms installed in each room that was accessed.
  - b. There was no smoke alarm in the hallway on the ground floor adjoining room 2.
  - c. Room 3 on the ground floor was observed with one battery operated smoke alarm, which was insecurely hung to the wall with a nail. The smoke alarm did not sound when a battery backup test was conducted.
- ii. Clause 100 – mandates that, smoke alarms must not to be removed or interfered with, unless there is a reasonable excuse to remove or interfere with the operation of a smoke alarm installed in a building where people sleep. At the time of the inspection, one of the two smoke alarms installed on the ceiling of room 6 was covered with a plastic type of cover (the plastic cover appeared to be a shower cap).

B. System of Lighting – Clause 3.7.5.6 of the NCC requires a system of lighting to assist evacuation of the occupants in a Class 1b building. The lighting must be installed to be activated by the smoke alarm with a light incorporated within the smoke alarm, or the lighting located in the corridor, hallway or area served by the smoke alarm. The following was observed:

- i. The hallway on the ground floor adjoining room 2:
  - a. There were no smoke alarms in the hallway on the ground floor adjoining room 2.

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- b. The exit sign above the doorway leading to Albermarle Street was not lit.
    - c. It is unclear based on a visual inspection, whether there was sufficient lighting in the ground floor hallway, or whether there were lights that would activate upon detection of smoke by the installed smoke alarms.
  - ii. The hallway on the first floor:
    - a. There was a mounting bracket for what may be an exit sign, that was charred and detached from the ceiling.
    - b. There was a smoke alarm on the floor adjacent to the mounting bracket. It is unclear whether the smoke alarm incorporated a light.
    - c. It is unclear based on a visual inspection, whether there was sufficient lighting in the hallway, or whether there were lights that would activate upon detection of smoke by the installed smoke alarms.
  - iii. A review of council's records may be required, as exit signs are not typically installed for Class 1b buildings. The review should consider whether the installation of exit signs replaced the need to comply with Clause 3.7.5.6 of the NCC.
- 2. Access and Egress
  - 2A. Stairway Construction – Clause 3.9.1.2 of the NCC states that a stairway must be designed to take loading forces in accordance with Australian Standard AS/NZS 1170.1, with specific dimensions for the goings and risers to allow safe access. At the time of the inspection:
    - A. The first two 'goings' (treads) from the ground floor to the first floor were propped up with timber props by FRNSW to prevent excessive movement during the salvage operation phase.
    - B. A visual inspection of the goings and risers indicates that the stairway may not meet the required dimensions specified in Clause 3.9.1.2.
    - C. Council may need to review its records to confirm whether the stairs were approved as constructed, and whether the stair construction meets the loading forces of the Australian Standard
  - 2B. Landings – Clause 3.9.1.5 of the NCC requires a landing of not less than 750 mm long to be provided where the sill of a threshold of a doorway opens onto a stairway that provides a change in floor level or floor to ground level greater than 3 risers. At the time of the inspection, it appears the landing from the doorway of the first floor may be less than 750 mm.

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### 3. Compartmentation

- 3A. Awning – Clause 3.7.2.6 of the NCC exempts a Class 10a building (carport or awning) from complying with fire separating construction requirements if it has two or more sides open, with not less than one third of its perimeter open. The clause includes specific dimensions and materials of construction. At the time of the inspection:
- A. There was an awning attached to the rear of the building of the rear courtyard.
  - B. The roof of the awning appeared to encroach onto the roof of the toilet block and was also attached to the brick boundary fence on the boundary allotment.
  - C. At first glance, the dimensions and location may not meet the requirements of two or more sides open, with not less than one third of its perimeter open.
  - D. A review of councils records may be required to confirm whether the awning was approved to be constructed.

### 4. Generally

- 4A. Approvals – The following items have been extracted based on information provided by Inner West Council. The items relate to the development consents that were approved by Marrickville Council (the local government at the time).
- A. The use of the premises as a boarding house was approved in 1962.
  - B. An application was approved to create an additional first floor space in 1965 - B.A.478/65
  - C. An application by T.S & M.D. Vajda was approved to carry out alterations to the premises. This involved the alteration of a new first floor bathroom and the continued use of the premises for a boarding house for ten (10) persons. Determination No. 12462, dated 7 September 1989.
  - D. An application by Albert Wong was submitted to Marrickville Council, development number DA/200900460. The application considered the number of occupants and unauthorised work. The following is noted as part of the application to Marrickville council:
    - i. The development application was submitted on 13 November 2009 (additional information submitted on 27 November 2009). The application details work, consisting of alterations to the boarding house to create two (2) additional rooms, enlarge the size of room seven (7) on the first floor

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and increase the width of the window opening to room 1B on the ground floor.

- ii. The boarding house was noted as being used as a fourteen (14) room boarding house without the consent of Marrickville Council.
- iii. The unauthorised use was investigated by Marrickville Council's Monitoring Section. The investigation was on hold pending the outcome of the application DA/200900460 in 2009.
- iv. The unauthorised building works were subject of an order served on the owner of the property. The order required the removal of the unauthorised works and a return of the boarding house to ten (10) rooms as approved in 1989.
- v. The application at the time also reviewed council's fire safety records. In November 2009, a final fire safety certificate and annual fire safety statement were submitted for the boarding house, indicating that the building complied with council's obligations to submit and certify the relevant fire safety measures.
- vi. The application also noted that the proposed development limited the use to twelve (12) lodgers, allowing the boarding house to be classified as a Class 1b building under the provisions of the NCC. Council also noting that an increase in the number of occupants above twelve (12) would result in the building being classified as a Class 3 building under the provisions of the NCC.
- vii. It was noted at the time that Marrickville Council's Monitoring Services Section that the current fire safety standard of the building is not at a level that would allow the building to comply with the requirements for a Class 3 Building.
- viii. The recommendation was to impose a condition on any consent to restrict the maximum number of lodgers to occupy the boarding house to twelve (12) lodgers.
- ix. Marrickville Council also commenced legal proceedings i.e. Class 4 proceedings in the Land and Environment Court, to restrain the land use of the property being used as a boarding house to contain no more than 10 residents.
- x. On 1 October 2008, the Land and Environment Court issued Orders to restrain the use of the Property as well as requiring building works to be carried out. The court Orders required the reduction of rooms from 14 to 10 as well as create communal areas for occupants.

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- xi. Officers from Marrickville Monitoring Services carried out numerous inspections of the Property and the owner failed to comply with the Court Orders to reduce the number of rooms from 14 to 10 as well as reduce the number of occupants.
  - xii. The Court Orders dated 1 October 2008 were not complied with. Instructions were given to Council's Principal Solicitor to commence Contempt of Court Proceedings against the owner for failing to comply with the Court Orders.
  - xiii. The Monitoring Services of Marrickville council inspected the premises on 12 November 2009 to ascertain whether the owner had complied with the Orders of the Court. The owner advising that the building contained 12 residents in line with the proposed Development Application. However, preliminary investigations revealed that the Property had been occupied by 13 residents. Marrickville Council recommended that legal proceedings be commenced against the owner of the property for failing to comply with the Court Order.
  - xiv. It was also noted by Marrickville council that if Consent is granted for 12 rooms and 12 residents, that the applicant may prolong the Development and take the opportunity to carry out the works towards the expiry of the Consent i.e. in 5 years' time to substantially commence.
- E. Inner West Council may need to confirm whether development application DA/200900460 was approved on 9 June 2010.
- 4B. Development Approval Review – The following items are based on information made available to FRNSW. In this regard, Inner West Council may need to review its records to:
- A. Confirm whether the conditions under consent number DA/200900460 imposed by Marrickville Council had been enforced. Specifically, to confirm compliance with:
    - i. Condition 1 of Part A requiring compliance with the Plan of Management by Albert Wong. Dated 1 September 2010. Received by Marrickville Council on 16 September 2010.
    - ii. Condition 1 of Part B, requiring compliance with the approved stamped plans dated 9 June 2010 by Marrickville Council. Titled, "Proposed Floor Plan – Job Number: PJS 08-08 Plan No. DA01.
    - iii. Condition 4 of Part B requiring compliance with the condition that limited the number of residents to 12 was enforced.

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Ensuring that the classification of the building continued as a Class 1b boarding house as defined by the NCC.

- iv. Condition 41 of Part B requiring an Occupation Certificate be provided prior to its use as a boarding house with the amended floor plan and 12 occupants.

- B. Confirm that the obligations under the Boarding Houses Act 2012 were implemented, in that:

- i. "The premises" appears to be registered as a "General" boarding house with NSW Fair Trading. As such, council may need to confirm that an initial compliance inspection was conducted within 12 months of "the premises" being registered, and whether the inspection included:

- a. A check for compliance with planning, building and fire safety requirements; *as well as*

- b. Shared accommodation standards under the Environmental Planning and Assessment Act 1979, Local Government Act 1993, the Public Health Act 2010 and all associated regulations.

- ii. Inner West Council implemented procedures pursuant to the Boarding Houses Act 2012 during the amalgamation of Marrickville council into Inner West Council in May 2016, and "the premises" was included in Inner West Council's policies and programs for regular boarding house inspections.

- 4C. Investigation Outcomes – The following items are provided to council as part of the investigation:

- A. The room nominated as "1B" on the approved stamped plans dated 9 June 2010 by Marrickville Council. Titled, "Proposed Floor Plan – Job Number: PJS 08-08 Plan No. DA01 – was observed to include a doorway adjacent to the entry hallway from Albermarle Street and the kitchen. The room was observed with a wall that may have been constructed to separate the room into 2 occupancies. Council would need to confirm whether the door and wall was installed after the 2009 development consent approval, and whether there were 12 rooms prior to the fire.

- B. The AFSS submitted to Inner West Council by Albert Wong from 2019 to 2022 continued to classify the building as Class 1b. It is at Inner West Council's discretion to confirm whether the matters identified by Marrickville council was addressed. Particularly as the fire safety measures for the building does not appear to meet the requirements for a Class 3 building in accordance with the National Construction Code 2019, Volume 1 Building Code of Australia.

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C. If occupant numbers exceed 12 people in a Class 1b building, the following is typically considered during an assessment for fire safety in a Class 3 building in accordance with National Construction Code 2019, **Volume 1** Building Code of Australia. However, it should be noted that specific site constraints must be considered during a building code assessment, and not all the items in **Volume 1** have been considered in this instance. The following items highlight the possible concerns that Marrickville Council officers may have had at the time, as the information provided by Inner West Council is silent about Marrickville council's concerns, this includes (but not limited to):

- i. Clause C1.1 – A Class 3 building with a rise in storey of 2 requires Type B construction. However, Clause C1.5 allows a Class 3 building with a rise in storey of 2 to be Type C construction, if *each* sole-occupancy (room) unit has access to at least 2 exits. Or; its own direct access to a road or open space.

Observation – It is unclear whether each sole occupancy unit (room) on the first floor has access to 2 exits. It is also unclear whether each sole occupancy unit (room) has its *own* direct access to a road and open space.

- ii. Specification C1.1 – Requires Class 3 buildings to be constructed with a specific Fire Resistance Level (FRL) for key building elements such as walls, ceilings and columns. The FRL is expressed as a number (in minutes) and represents - *Structural adequacy / Integrity / Insulation*, in that specific order. The FRL depends on the "Type" of construction. Type A being the highest FRL, whilst Type C requires a lesser FRL.

Observations – A visual inspection could not determine whether the constructed walls and ceilings to each sole occupancy unit (rooms) were constructed to:

Type B construction, where:

- Each internal wall bounding public corridors, public lobbies for load bearing walls achieved an FRL of 60/ 60/ 60, or non-load bearing walls achieved an FRL of –/ 60/ 60.
- Each internal wall between or bounding sole-occupancy units for load bearing walls achieved an FRL of 60/ 60/ 60, or for non-load bearing walls achieved an FRL of –/ 60/ 60

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**NOTE:** If the building was classified as Class 1b in accordance with **Volume 2**, the above FRLs would not typically apply.

- iii. Clause C3.11 – Sole Occupancy Units (rooms) in a Class 3 building with a rise in storey of 2, of Type B or C construction, require doors to meet the following requirements:

- a. Doors are to include an operable self-closing mechanism.
- b. Doors are to be tight fitting, solid core, not less than 35 mm thick.

Observation – None of the rooms accessed included self-closing doors. When the door was tapped on, it sounded hollow instead of a solid core construction.

- iv. Clause 7 of Specification E2.2a – requires a smoke alarm system with the sound pressure level of not less than 85 dB(A). It is to be provided at the door providing access to the sole-occupancy unit. Inbuilt sounders in the smoke alarms may be used.

Observation – A visual inspection of the smoke alarms, cannot confirm whether the occupant warning requirement was met.

- v. Clause E1.6 and Clause E4.5 – Portable Fire Extinguishers, and Exit Signs, would typically be included as part of the assessment for a Class 3 building.

Observation – The AFSS submitted by Albert Wong certified that the Portable Fire Extinguishers and Exit Signs were maintained. Typically, Portable Fire Extinguishers and Exit Signs would not be included in a Class 1b building.

- D. It is at Inner West Council's discretion to conduct its own investigation, and building code assessment to determine whether National Construction Code 2019, **Volume 1** Building Code of Australia should have been applied to classify "the premises" as Class 3, instead of a Class 1b as per National Construction Code 2019, **Volume 2** Building Code of Australia (NCC).

FRNSW is therefore of the opinion that there are inadequate provisions for fire safety within the building.

## RECOMMENDATIONS

FRNSW recommends that Council:

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- a. Inspect and address any other deficiencies identified on 'the premises', and require item no. 1 through to item no. 4 of this report be addressed appropriately.

This matter is referred to Council as the appropriate regulatory authority. FRNSW therefore awaits Council's advice regarding its determination in accordance with Schedule 5, Part 8, Section 17 (4) of the EP&A Act.

Should you have any enquiries regarding any of the above matters, please do not hesitate to contact Edren Ravino of FRNSW's Fire Safety Compliance Unit on (02) 9742 7434. Please ensure that you refer to file reference BFS22/1068 (20133) for any future correspondence in relation to this matter.

Yours faithfully



Edren Ravino  
Senior Building Surveyor  
Fire Safety Compliance Unit

Unclassified

Unclassified

Attachment 8



File Ref. No: FRN22/3448  
TRIM Ref. No: D22/85103  
Contact: Stephan Netting

27 September 2022

General Manager  
Inner West Council  
PO Box 14  
PETERSHAM NSW 2049

Email: [council@innerwest.nsw.gov.au](mailto:council@innerwest.nsw.gov.au)

Attention: Manager Compliance / Fire Safety

Dear Sir / Madam

**RE: INSPECTION REPORT  
115 DENISON ROAD  
DULWICH HILL ("the premises")**

Fire & Rescue NSW (FRNSW) responded to a fatal fire incident on 10 July 2022, at 'the premises' and as a result, a fire safety concern was lodged.

Pursuant to the provisions of Section 9.32 (1) of the *Environmental Planning and Assessment Act 1979* (EP&A Act), an inspection of 'the premises' on 11 July 2022 was conducted by Authorised Fire Officers from the Fire Safety Compliance Unit of FRNSW.

The inspection was limited to the following:

- A visual inspection of the essential Fire Safety Measures as identified in this report only.
- A conceptual overview of the building, where an inspection had been conducted without copies of the development consent or copies of the approved floor plans.

On behalf of the Commissioner of FRNSW, the following comments are provided for your information in accordance with Section 9.32 (4) and Schedule 5, Part 8, Section 17 (1) of the EP&A Act. Please be advised that Schedule 5, Part 8, Section 17 (2)

<b>Fire and Rescue NSW</b>	<b>ABN 12 593 473 110</b>	<b><a href="http://www.fire.nsw.gov.au">www.fire.nsw.gov.au</a></b>
Community Safety Directorate	1 Amarina Ave	T (02) 9742 7434
Fire Safety Compliance Unit	Greenacre NSW 2190	F (02) 9742 7483
<a href="http://www.fire.nsw.gov.au">www.fire.nsw.gov.au</a>		Page 1 of 4

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requires any report or recommendation from the Commissioner of FRNSW to be tabled at a Council meeting.

## Comments

Please be advised that this report is not an exhaustive list of non-compliances however, the proceeding concerns also identifies deviations from the *National Construction Code 2019, Volume 1 Building Code of Australia, Amendment 1 (NCC)*. Given the concerns are based on observations available at the time FRNSW acknowledges that the deviations may contradict development consent approval. In this regard, it would be at council's discretion as the appropriate regulatory authority to conduct its own investigation and consider the most appropriate action.

FRNSW noted the following during the investigation of this incident:

1. At the time of the fire, operating smoke alarms were not installed in all residential units (sole occupancy units) of 'the premises' in accordance with the requirements of Section 96 of the *Environmental Planning and Assessment (Development, Certification and Fire Safety) Regulation 2021 (EP&A Reg)* to ensure occupants are alerted to a fire within their unit so that they can evacuate safely.
2. An Annual Fire Safety Statement and Fire Safety Schedule were not displayed prominently in 'the premises' in accordance with the requirements of Section 89 of the EP&A Reg.
3. The entry doors to the residential units (sole occupancy units) of 'the premises', were not self-closing -/60/30 fire doors in accordance with requirements of Clause C3.11 of the NCC to ensure fire is restricted from spreading from within the residential units (sole occupancy units) to the common areas of 'the premises'.
4. Lever type door handles were not provided to the exit doors serving the exit stairs from 'the premises' in accordance with the requirements of Clause D2.21 of the NCC to ensure occupants are able to safely evacuate.
5. Handrails were not provided to the rear exit stairs serving 'the premises' in accordance with the requirements of Clause D2.17 of the NCC to ensure occupants are able to safely evacuate.
6. Portable fire extinguishers were not installed in the common areas of 'the premises' in accordance with requirements of Clause E1.6 of the NCC and AS 2444 – 2001 to ensure occupants are able to undertake an initial attack on a fire.
7. An automatic smoke detection and alarm system was not installed in the common area of 'the premises' that operated a building occupant warning system in accordance with the requirements of Clause E2.2, Table E2.2a and

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Specification E2.2a of the NCC, to ensure that all occupants of 'the premises' were alerted to a fire in 'the premises' so that they could evacuate safely.

8. Emergency lighting was not installed in the common areas and exit stairs of 'the premises' in accordance with the requirements of Clause E4.2 of the NCC and AS 2293.1 – 2018, to ensure occupants are able evacuate safely.
9. Exit signage was not provided to the exits of 'the premises' in accordance with the requirements of Clause E4.7 of the NCC, to ensure the occupants are able to evacuate safely.

Matters for further consideration:

1. Sprinkler System – Performance Requirement EP1.4 of the NCC requires an automatic fire suppression system to be installed to control the development and spread of fire. If the Council considers the building 4 storeys above ground as part of the Council's review, Clause E1.5, Table E1.5 and Specification E1.5a of the NCC for sprinkler installation may also form part of its consideration.

FRNSW is therefore of the opinion that there are inadequate provisions for fire safety within the building.

## RECOMMENDATIONS

FRNSW recommends that Council:

- a. Require smoke alarms to be installed in all residential units (sole occupancy units) of 'the premises' in accordance with the requirements of Section 96 of the EP&A Reg.
- b. Require the submission of an Annual Fire Safety Statement and that the statement be prominently displayed in 'the premises' in accordance with the requirements of the EP&A Reg.
- c. Require self-closing -/60/30 fire doors to be provided to the entry doors to the residential units (sole occupancy units) of 'the premises' in accordance with the requirements of Clause C3.11 of the NCC.
- d. Require lever type door handles to be installed to the exit doors serving the exit stairs from the premises in accordance with the requirements of Clause D2.21 of the NCC.
- e. Require handrails to be provided to the rear exit stairs in accordance with the requirements of Clause D2.17 of the NCC.
- f. Require portable fire extinguishers to be installed in 'the premises' in accordance with the requirements of Clause E1.6 of the NCC and AS 2444 – 2001.

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- g. Require an automatic smoke detection and alarm system to be installed in the common area of 'the premises' that operates a building occupant warning system in accordance with the requirements of Clause E2.2, Table E2.2a and Specification E2.2a of the NCC.
- h. Require emergency lighting to be installed in the common areas and exit stairs of 'the premises' in accordance with the requirements of Clause E4.2 of the NCC and AS 2293.1 – 2018
- i. Require exit signage to be installed in the exits of 'the premises' in accordance with the requirements of Clause E4.7 of the NCC.

This matter is referred to Council as the appropriate regulatory authority. FRNSW therefore awaits Council's advice regarding its determination in accordance with Schedule 5, Part 8, Section 17 (4) of the EP&A Act.

Should you have any enquiries regarding any of the above matters, please do not hesitate to contact Stephan Netting of FRNSW's Fire Safety Compliance Unit on (02) 9742 7434. Please ensure that you refer to file reference FRN22/3448 for any future correspondence in relation to this matter.

Yours faithfully



Stephan Netting  
Manager Fire Safety Compliance  
Fire Safety Compliance Unit

Unclassified

**Item No:** C1022(1) Item 9

**Subject:** ULURU STATEMENT FROM THE HEART CIVIC TRAINING

**Prepared By:** Simon Watts - Social and Cultural Planning Manager

**Authorised By:** Ruth Callaghan - Director Community

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## RECOMMENDATION

**That Council approve the allocation of \$50,000 for implementation of the civic education program to build awareness of the Uluru Statement of the Heart and the upcoming Referendum.**

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## DISCUSSION

At its Ordinary Council meeting on Tuesday 13 September 2022 Council resolved:

1. *Support a civic education program to build awareness of the Uluru Statement from the Heart and the upcoming Referendum on the Aboriginal and Torres Strait Islander Voice to Parliament. This is to include the training of 1000 local citizens to assist in civic education about the Referendum within the Inner West and in other communities;*
2. *Seek the advice and endorsement of Aboriginal and Torres Strait Islander organisations in the development of the program;*
3. *Seek the collaboration of the Sydney Alliance and other civic society organisations that have been undertaking similar education already;*
4. *Make Council's town halls and facilities available for use for this program free of charge;*
5. *Immediately commence recruitment of local citizens for the civic education program with an initial allocation of \$10,000 to fund the community engagement and outreach needed to get local citizens involved. Funding for this is to be identified in the next quarterly budget review; and*
6. *Prepare a report for the October Ordinary meeting about the costs and logistics or undertaking the program. This report to include the cost of procuring and hanging copies of the Uluru Statement and the map of Aboriginal Australia in our libraries, community centres and Service Centres.*

Council officers have commenced work to recruit and train 1000 local people throughout the LGA to assist in civic education on the Uluru Statement From The Heart and the Referendum on the Aboriginal and Torres Strait Islander peoples' Voice to Parliament. On 14th October a welcome was provided to more than 300 of the over 500 volunteers who have already registered for Inner West Council's initiative. Implementation of this important project is being undertaken in partnership with the Sydney Alliance and Youth Off The Streets (YOTS), a not-for-profit organization that has developed the unique training package that will be used for the civic education.

The Walking Together Training Package developed by YOTS has been customized to share accurate information about the Uluru Statement and the Referendum from both Aboriginal and non-Aboriginal perspectives and to provide practical strategies and information for citizens to educate their families, peers, and communities. The training will be delivered by the Aboriginal

and non-Aboriginal trainers who work for YOTS in consultation with Council's Aboriginal Cultural Advisor.

The Walking Together training package includes three elements:

- A Walking Together education workshop which will be offered to every person who registers their interest
- An optional additional workshop offering a “train the trainer” approach for participants who wish to carry the Walking Together initiative into their networks and communities
- A community of practice so participants can share expertise and build knowledge on effective practice as the project progresses.

Council's Aboriginal Cultural Advisor is closely involved and has had initial discussions with the trainers.

The expected outcomes of the training for the volunteers participating in it are:

- A clear understanding of The Uluru Statement From The Heart from Aboriginal and non- Aboriginal perspectives.
- An understanding of the what , and why, of Voice, Treaty and Truth
- An understanding of the proposed Voice to Parliament, including what is currently known of the Referendum and beyond; and
- A process for accepting the invitation to “walk together” - taking meaningful, appropriate action and purposeful advocacy as we head towards reconciliation.

## **FINANCIAL IMPLICATIONS**

The training and associated Council support is expected to cost approximately \$50,000, including the purchase and display of copies of the Uluru Statement from the Heart and the map of Aboriginal Australia in all Council libraries, community centres and service centres.

This expenditure is will be funded utliising savings from positions not filled in the Community directorate and to be reallocated in the quarterly budget review. The Director Community, IWC, is currently working with Sydney Alliance on detailed costings and appropriate procurement arrangements consistent with Council policy.

## **ATTACHMENTS**

Nil.

**Item No:** C1022(1) Item 10  
**Subject:** INNER WEST WORLD PRIDE  
**Prepared By:** Vikki Woods - Senior Events Specialist  
**Authorised By:** Ruth Callaghan - Director Community

## RECOMMENDATION

**That Council allocate \$155,000 to fund activations, creative events and marketing and promotion for World Pride.**

## DISCUSSION

At its Ordinary Council meeting on Tuesday 8 March 2022 Council resolved:

1. *Commences immediate planning work with its LGBTQ Working Group to deliver a rainbow pathway in Newtown in time for World Pride 2023, noting that the proposal will be put to the community for consultation before it is implemented;*
2. *Notes that initial discussions with the LGBTQ Working Group and Council staff have raised several viable options, including lighting one of the existing pathways in Camperdown Memorial Rest Park with rainbow lights; painting one of the existing pathways in this park in rainbow colours; or a painting a rainbow pathway outside Newtown Town Hall;*
3. *Looks to incorporate elements that would share and celebrate our LGBTQ history as part of the project;*
4. *Develops options for funding this initiative as part of the 2022/23 Budget;*
5. *Submit a request to the Geographical Names Board to rename the public square outside Newtown Town Hall "Pride Square" in advance of Sydney World Pride; and*
6. *Establish a World Pride Committee for the period of a year, tasked with working towards including Inner West Council venues and programs in Sydney World Pride, consisting of 3 councillors (Chair: Deputy Mayor Jessica D'Arienzo, Cllr Pauline Lockie and Cllr Liz Atkins), 2 representatives of the LGBTQ working group and relevant staff.*

Implementation of the March 8<sup>th</sup> Council Resolution and the programming for Sydney World Pride 2023 in the Inner West is well underway. At its meeting on 5 September, the World Pride Committee unanimously supported the designs for the rainbow pathway in Camperdown Memorial Rest Park, which will be a focal point for celebrations for World Pride and provide a permanent acknowledgement for the inner west rainbow community into the future. The design includes the painting of the Progress Pride Flag on light poles to create a pathway and vista through the thoroughfare of the park, as well as festive lighting in the colours of the pride flag. The specific design has been finalized with the input of the community members of the committee and will be funded through the parks budget.

The designs for the infrastructure works and upgrade of Pride Square, adjacent to Newtown Town Hall, were also finalised and approved by the committee. This includes seating arrangements so that community can congregate and participate in the arts and culture activations to be delivered for World Pride, as well as a "beacon", a sculptural installation that

will be visible from different angles of entry from King Street. The new design and upgrade of the square is already funded through existing infrastructure budget.

Council officers have been advised that on 11<sup>th</sup> October, the Geographic Names Board agreed to the official naming of Pride Square. It should be noted that this is subject to Ministerial endorsement, which is expected in November 2022.

Pride Square will be the epi-centre of Council's Pride celebrations and the creative arts, music and culture program is designed to complement other community programming and umbrella events that will take place throughout the LGA. All activations and events are being curated to include LGBTQ creatives from the inner west, as well as community design and input from creatives.

The Pride Square program will run from 11<sup>th</sup> February to 5<sup>th</sup> March 2023. This will include specially curated celebrations for World Pride Day on 23<sup>rd</sup> February 2023, which will commence with a ceremony to acknowledge the new name and design of Pride Square. Each weekend of Pride, the square will be activated with programming representing and celebrating the local LGBTQ community. Pop up events will take place during the week. Additionally, Camperdown Memorial Park will feature a creative workshop space for community participation.

The bulk of Council's activities for World Pride across the LGA are being funded from existing budgets. This includes a current EOI that has been circulated to local communities and organisations across the LGA calling for their ideas and small projects of up to \$5,000 per project to ensure that all Wards have community involvement and activation specific to World Pride that is community led and supported by Council. A total of \$40,000 has been allocated for the EOI. Council will also produce banners for main streets and major civic buildings as part of the celebrations and work with local businesses to encourage them to do the same. A full, detailed program of celebrations across the whole of the LGA will be provided in the coming months as arrangements are finalised.

A total of \$155,000 is required to ensure the following elements of the World Pride program can be delivered. This has also been supported by the World Pride Committee at its 5 September meeting:

- \$100,000 for the activation program around Pride Square to ensure that there is a range of free Council curated activations, events and performers to reflect the diversity of the community participating in World Pride in the inner west (including family friendly). Approximately \$70,000 will be allocated to pay local performers and creatives and the remaining funds are to ensure appropriate staging and security of the site during the celebrations, including after hours.
- \$40,000 for marketing and communications across Council venues and infrastructure (eg decals for Town Halls and other civic buildings, bus stop advertising, internal branding for Council events and staff, collateral for Council advertising and publications and a specific presence on Council's website).
- \$15,000 to make and install nine new pride seats. The current seats, including in Norton Street, have been well received by the community and the intention is to have more installed at Council locations where community regularly engage and where Council will be hosting World Pride Inner West events. This would include all aquatic centres and parks linked to World Pride Events such as Camperdown Memorial Rest and Tempe Reserve. The seats would be permanent fixtures.

All activations and initiatives, whether led by Council, community or business will form part of the overall Pride Inner West promotional campaign to be undertaken.

The Inner West is home to one of the strongest and most active LGBTQ communities in the country and Council's support for Pride Inner West is a testament to its commitment to celebrate the diversity and richness of our community and to uphold our commitment to access, equity, and wellbeing. It will also provide opportunities to fund the local creative community and generate income for local businesses.

### **FINANCIAL IMPLICATIONS**

The \$155,000 required will be made up of \$140,000 to be funded from existing budgets and relevant programs will be updated in the next quarterly budget review. The \$15,000 for new pride seats will be funded from the infrastructure reserve.

### **ATTACHMENTS**

Nil.

**Item No:** C1022(1) Item 11

**Subject:** LOCAL DEMOCRACY GROUPS - UPDATE ON NEW TERM OF GROUPS  
AND PROPOSED POLICY CHALLENGES FOR DELIBERATION

**Prepared By:** Prue Foreman - Corporate Strategy and Engagement Manager

**Authorised By:** Ruth Callaghan - Director Community

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## RECOMMENDATION

**That Council determine the policy challenges on which the Local Democracy Groups will deliberate and problem solve.**

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## BACKGROUND

At its Ordinary Council meeting on Tuesday 10 May 2022 Council resolved below in part of points:

5. *Review and strengthen the Terms of Reference for the Local Democracy Groups:*
  - a) *To align with CSP Strategic Direction 5, outcome 5.3 - people are well informed and actively engaged in local decision making and problem solving;*
  - b) *To focus on priorities outlined in the Community Strategic Plan and Delivery Program; and*
  - c) *To be a purposeful forum to deliberate and problem solve on policy matters.*
6. *In consultation with staff, determine 1-2 appropriate policy challenges to allocate to the newly constituted Local Democracy Groups for deliberation. Quarterly progress reports on deliberations to be submitted to Council;*
7. *Prepare Expressions of Interest for all new Local Democracy Groups for a new term commencing July 2022 until September 2024, with the recruitment panel to include relevant Council Officers and three Councillors (Deputy Mayor D'Arienzo, Councillor Scott and Councillor Griffith)*

## **DISCUSSION**

This report provides an update to Council of the outcomes of the above resolution parts 5 – 7, and proposes key policy challenges to allocate to the new term of Local Democracy Groups for deliberation

### **Recruitment**

Recruitment for Council's new term of Local Democracy Groups took place from 21 June to 29 July. Extensive promotion included digital platforms, website, social media, IWC newsletter, Inner West Review, digital screens in Service Centres and at a Local Matters Forum.

Council received 275 applications for membership including a strong mix across age demographics and wards. There was also significant interest from new applicants as well as previous members.

A selection panel consisting of three councillors (Deputy Mayor D'Arienzo, Cllr Scott and Cllr Griffith) and relevant Directors met to assess applications and finalise the new members. Deliberations aimed to achieve a balance of age, gender, and geographic distribution to enhance representation, as well as incorporating new and returning members.

### **Welcome night**

Council hosted a welcome night function on Wednesday 21 September at Marrickville Town Hall to launch the new term of Council's 13 advisory committees and working groups (the Local Democracy Groups).

### **Proposed policy challenges**

Council's advisory committees and working groups are uniquely placed to deliberate on policy challenges. Members have subject matter expertise and/or lived experience in their area of interest and have a long term to develop unique perspectives and options for solutions to challenges.

The following policy challenges are proposed to be allocated to the new term of groups for their deliberation which will be reported to Council quarterly in line with the Council resolution. Each policy challenge addresses a key area of importance to the Inner West community and Council.

Column three includes links between the proposed challenge and Councillor priorities for the term of the elected Council, Council's key plan – the Community Strategic Plan or another driver such as a strategy or Council resolution.

Local democracy group	Proposed policy challenges	Councillor Priority (CP) and/or Community Strategic Plan (CSP) reference
<b>ADVISORY COMMITTEES</b>		
<b>Aboriginal and Torres Strait Islander</b>	<p>How does the current Advisory Committee change to a 'Voice' to Council, based on the principles of the Uluru Statement from the Heart – Voice, Treaty, Truth?</p> <p>Provide input and assistance in the development of Council's Anti-Racism Strategy, including identifying effective existing and potential strategies.</p>	<p>CP: Supporting First Nations Peoples</p> <p><b>CSP 4.2:</b> Aboriginal and Torres Strait Islander Peoples and culture flourish and enrich the Inner West</p> <p>Reconciliation Action Plan</p>
<b>Access</b>	<p>What strategies can be considered by local businesses and by Council to better support employment for people with disability?</p>	<p><b>CSP 4.1:</b> The Inner West community is welcoming and connected</p> <p>Disability Inclusion Action Plan</p> <p>Council resolution</p>
<b>Arts and Culture</b>	<p>How do we cut red tape from the arts sector to better enable creativity in the Inner West?</p> <p>What elements of the plan resulting from the Arts Summit should be progressed by Council and how?</p>	<p><b>CSP 3.2:</b> Inner West remains the engine room of creative industries and services</p> <p>Council resolution</p>
<b>Environment</b>	<p>How do we support a network of green habitat for plants and animals when we have limited open space?</p>	<p><b>CP:</b> Better inform residents about threatened and unique species of flora and fauna in our local parks and wild places</p> <p><b>CSP 1.2.</b> An increasing and resilient network of green corridors provide habitat for plants and animals</p>
<b>Housing and Affordability</b>	<p>How can we increase social, community and affordable housing with</p>	<p><b>CP:</b> Grow affordable and key worker housing across the Inner West</p>

	good amenity, across the Inner West?	<b>CSP 2.4</b> People have a roof over their head and a safe, secure place to call home
<b>Multicultural</b>	Provide input and assistance in the development of Council's Anti-Racism Strategy, including identifying effective existing and potential strategies.	<b>CP:</b> Develop a local Inner West Council Anti-Racism Strategy and support International Day for the Elimination of Racial Discrimination  <b>CSP: 4.1</b> The Inner West community is welcoming and connected
<b>Planning and Heritage</b>	How do we provide for more housing and jobs that are supported by appropriate infrastructure in a way that achieves environmental outcomes and design excellence while protecting our heritage and employment lands?	<b>CP:</b> Throughout the LEP process, protect suburban streets and allow development close to transport, shops and schools, maintain and expand heritage, promote environmental and design excellence and protect employment lands  <b>CSP 2.2</b> The unique character and heritage, accessibility of neighbourhoods is retained and enhanced
<b>Social Strategy</b>	How do we improve Council communication and community engagement with residents ?  How can we work with residents to build preparedness and social resilience in the face of emergencies and extreme weather events?	<b>CSP 4.1:</b> The Inner West community is welcoming and connected  Healthy Ageing Strategy and Disability Inclusion Action Plan
<b>Transport</b>	How do we provide electric vehicle charging for residents who do not have off-street parking?	<b>CP:</b> Encouraging greater uptake of electric vehicles and hold an Electric Vehicle Summit  <b>CSP: 1.4</b> Air quality is good and air pollution is managed effectively

<b>WORKING GROUPS</b>		
<b>Bicycle</b>	How do we achieve an equitable balance between kerbside parking and separated cycleways/bike parking?	<p><b>CP:</b> Strong support for the completion of the GreenWay and cycling infrastructure Encourage greater cycling participation and increase maintenance budgets to make roads, cycleways and footpaths safer</p> <p><b>CSP 2.6</b> People are walking, cycling and moving around Inner West with ease</p>
<b>LGBTIQ+</b>	How do we ensure the diverse community have spaces to connect and celebrate, including the Inner West Pride Centre?	<p><b>CP:</b> Drive the Inner West Pride Centre and coordinate activities for WorldPride 2023</p> <p><b>CSP 4.1:</b> The Inner West community is welcoming and connected</p>
<b>Seniors</b>	How can we improve communication with older people to enhance their participation in the Inner West community, including the initiatives outlined in the Healthy Ageing Strategy?	<p><b>CSP: 4.1</b> The Inner West community is welcoming and connected</p> <p>Healthy Ageing Strategy</p>
<b>Young Leaders</b>	<p>How can we better support the Mental health and wellbeing of young people in the inner west?</p> <p>How can Council engage with young people to develop initiatives for the Children and Youth Strategy?</p>	<p><b>CSP: 4.1</b> The Inner West community is welcoming and connected</p> <p>Operational Plan - Develop a Children and Youth Strategy</p>

### **Terms of Reference**

The Terms of Reference template was finalised with input from the selection panel and strengthened in accordance with the Council resolution of May. The Terms of Reference for each group is customised with each group's meeting schedule and quorum requirements and will include the policy challenges resolved by Council.

### **FINANCIAL IMPLICATIONS**

Nil

### **ATTACHMENTS**

Nil.

**Item No:** C1022(1) Item 12

**Subject:** REVIEW OF THE EVENT INVITATION, SPEAKING AND PUBLIC MEETING POLICY

**Prepared By:** Prue Foreman - Corporate Strategy and Engagement Manager

**Authorised By:** Ruth Callaghan - Director Community

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## RECOMMENDATION

**That Council:**

1. Places the Event Invitation, Speaking and Public Meeting Policy, as attached, on public exhibition for a period of 28 days; and
  2. Considers the results of the public exhibition process when adopting the final Event Invitation, Speaking and Public Meeting Policy.
- 

## DISCUSSION

Council regularly reviews policies to ensure they are up to date and reflect current structures, practices and strategic direction. The Event Invitation, Speaking and Public Meeting Policy was adopted by Council in 2018 and is due for a refresh.

The Policy outlines procedures for managing notifications, invitations, communications and speakers in the coordination of Council events, programs, activities and public meetings. It applies to any Council events at which more than 50 people are expected to attend and/or which are of public or political significance.

An operational review was undertaken to update the Policy. Sections of Council that were consulted and had input into the review included:

- Social and Cultural Planning
- Events
- Corporate Strategy and Engagement
- Strategic and Corporate Communications

## Proposed changes

The updated Policy aims to:

- Protect and enhance the reputation of Council
- Maintain and maximise positive relations with the community
- Establish a consistent approach to managing notifications, invitations, communications and speakers in the coordination of Council events, programs, activities and public meetings

The proposed changes to the draft Policy are based on internal structure changes, feedback received from staff, and reflect current position titles. The current policy is attached for reference.

Section Change	Reason
3.1 and 3.2	Section updated to reflect current operational procedures for developing invitations and obtaining approvals
4.2	Links to Federal and State Government documents updated
4.2	Clarification that invitations to Members of Parliament are at the discretion of the Mayor and/or General Manager.
4.4	Section updated to reflect current procedures for delivering Acknowledgement of and Welcome to Country
5	Section updated to reflect current procedures for accessible events and providing photographs to Strategic and Corporate Communications team
6	Removal of references to joint public meetings to reflect current practice (as none have been held since the Policy was adopted)
6	Section updated to reflect current procedures for notifying councillors of public meetings
6	Wording changed to indicate the format of the meeting included in the policy is a 'typical' format rather than prescriptive
Additional amendments	All other minor amendments have been made for the purposes of clarity, to align to current practice or Council's organisational structure and to include current position titles.

It is proposed to place the updated draft Policy (attached) on public exhibition for 28 days and report back to Council for adoption, including any submissions received during the public exhibition period.

## FINANCIAL IMPLICATIONS

Nil

## ATTACHMENTS

1. [Event Invitation, Speaking and Public Meeting policy - updated](#)
2. [Event Invitation, Speaking and Public Meeting - OLD](#)

INNER WEST

Attachment 1

# Event Invitation, Speaking and Public Meeting Policy

Version 2 - 2022

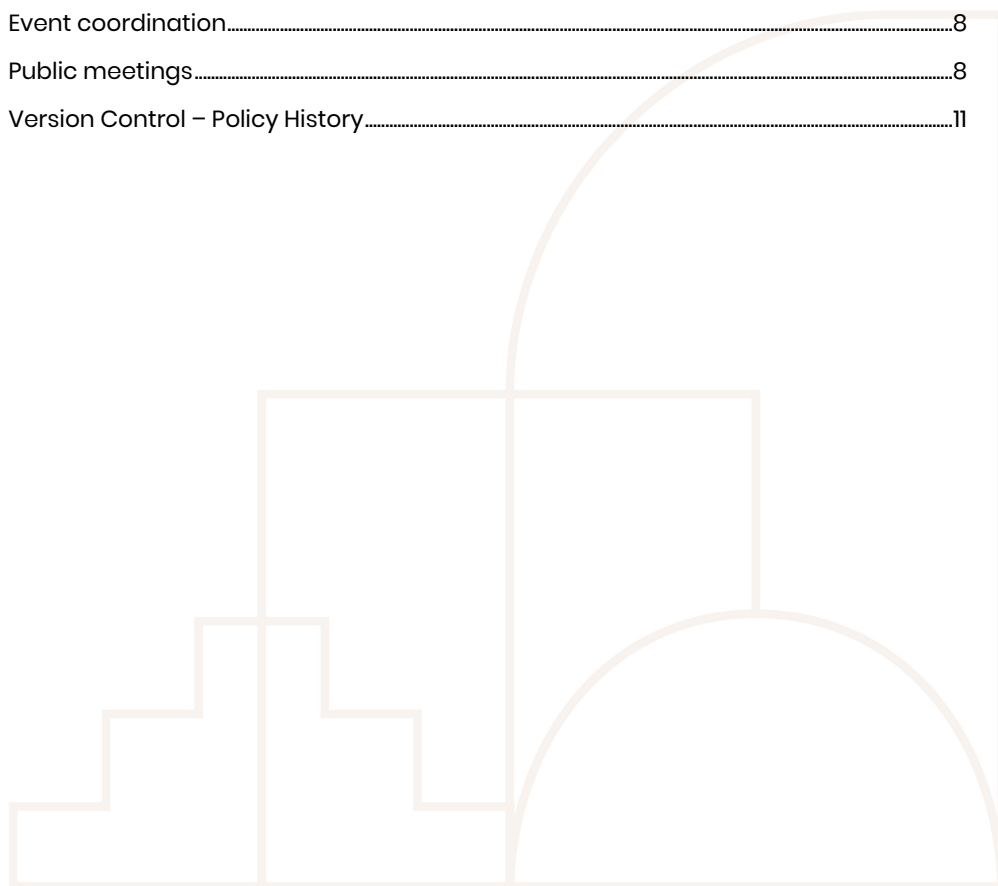
IWC0302/0622

<b>Title</b>	<b>Event invitation, speaking and public meeting policy</b>
<b>Summary</b>	The Policy outlines the required process for managing notifications, invitations, communications and speakers in the coordination of Council events, programs, activities and public meetings.
<b>Document Type</b>	Policy
<b>Relevant Strategic Plan Objective</b>	Strategic Direction 5: Progressive, responsive and effective civic leadership
<b>Legislative Reference</b>	<ul style="list-style-type: none"> <li>• <i>Local Government Act 1993</i></li> <li>• <i>Government Information (Public Access) Act 2009 (GIPA Act)</i></li> </ul>
<b>Related Council Documents</b>	<ul style="list-style-type: none"> <li>• Model Code of Conduct</li> <li>• Acknowledgement and Welcome to Country Guidelines</li> </ul>
<b>Version Control</b>	See last page

## INNER WEST

### Contents

1. Purpose.....	4
2. Scope.....	4
3. Event notification and invitations .....	4
4. Speaking protocols.....	5
5. Event coordination.....	8
6. Public meetings.....	8
7. Version Control – Policy History .....	11





## 1. Purpose

The purpose of this policy is to:

- Protect and enhance the reputation of Council
- Maintain and maximise positive relationships with the community
- Establish a consistent approach to managing notifications, invitations, communications and speakers in the coordination of Council events, programs, activities and public meetings

## 2. Scope

This policy applies to all Inner West Council Officers, Councillors, contractors working for Council regardless of whether they are permanent, temporary, full-time, part-time or casual and volunteers and includes all Council managed events, programs, activities and public meetings.

In some cases, it is possible that not all requirements regarding notifications, invitations, communications and speakers may apply. In these instances, decisions will be made on a case-by-case basis in consultation with the General Manager and relevant Director.

## 3. Definitions

In the Event Invitation, Speaking and Public Meeting Policy, the following terms have the following meanings:

<b>Councillor</b>	Inner West Council elected representative
<b>Council Officer</b>	Inner West Council members of staff (including full-time, part-time, casual and contracted staff)
<b>Act</b>	<i>Local Government Act 1993</i>
<b>Regulation</b>	<i>Local Government Regulation (General) 2020</i>

## 4. Event notification and invitations

### 3.1 Notifications to Mayor and Councillors

The Mayor and Councillors should be notified of any Council events where more than 50 people are expected to attend and/or is of public or political significance. This should be done as far in advance as possible.

Council staff should follow current operational procedures to ensure the Mayor and Councillors are informed and that Councillor Support are advised so the event is included in the Councillor events calendar.



Council's Communications staff will include a listing of events organised by Council staff in the fortnightly email update to Councillors and a link to the public events in the What's On Calendar on Council's external website.

### **3.2 Invitations and communication requirements**

The event organiser is responsible for compiling the invitation list and sending invitations to internal and external stakeholders.

Invitations to all significant public events, meetings, openings and consultations should come from the Mayor as official Council spokesperson. Smaller scale events and routine meetings are exempt from this requirement. At their discretion, the Mayor and/or General Manager can nominate other Council officials to issue event invitations, such as Directors and Senior Managers.

The event organiser should follow current operational procedures the Mayor and Councillor events, engagement and communication procedure to draft the invitation and obtain approval to send from the Strategic & Corporate Communications team and the General Manager / relevant Director..

The event organiser should provide information to the Strategic & Corporate Communications team who will coordinate promotional activity through Council's communication channels.

When approval has been received, the event organiser should upload the event to the What's On section of Council's external website and notify relevant stakeholders/networks.

## **5. Speaking protocols**

### **4.1 Official spokespeople**

The Mayor and General Manager are Council's official spokespeople on all matters. At their discretion, the Mayor and General Manager can nominate other Council officers to act as a Council spokesperson, such as Councillors or senior staff.

Council officers can speak at small scale or low profile events with their manager's approval.

### **4.2 Government representatives**

Depending on the nature and size of the event, it may be appropriate to invite the relevant State and Federal Members of Parliament of the electorate in which the event

## INNER WEST

is being held (see <http://www.aec.gov.au/profiles/nsw/> and [Electoral districts redistribution – NSW Electoral Commission](#)).

Invitations to Members of Parliament to attend and/or speak will be assessed on a case-by-case basis, at the discretion of the Mayor and/or General Manager.

When approval is given by the Mayor or General Manager for a politician to speak or attend, then appropriate protocol must be adhered to.

Members of Parliament must be correctly addressed with their title and salutation, whether the correspondence is formal (e.g. letter) or informal (e.g. email). See [How to address Senators and Members – Parliament of Australia \(aph.gov.au\)](#).

The number of speakers for an event should be kept to a minimum and be tailored to the needs of the event. An invitation to attend an event does not always include an invitation to speak at the event.

If significant funding /investment was allocated to an event or initiative by a State or Federal Government Department the relevant Minister, local member or their delegate should be invited to speak at the event. Organisers must discuss these invitations with the relevant Director or the General Manager. Some State and Federal grants may require the involvement of multiple Members of Parliament; this information will be set out in the grant contract.

Government representatives can also be invited to speak and/or answer questions at events/public meetings for example when a major infrastructure development is being announced.

Requests to speak from external parties should be considered on their merit by the relevant Director or General Manager. The speaking order for invited guests is based on seniority/importance to the event:

- International
- Federal
- State then
- Local

For further information read *The Table of Precedence NSW* in: [Protocol in NSW Government – Premier & Cabinet](#)

Regardless of whether they are speaking or not, all government officials and senior representatives must be officially acknowledged by the event's master of ceremonies at the commencement of proceedings, This includes all Councillors in attendance.



Only the master of ceremonies should welcome special guests.

#### **4.3 Council staff**

Staff must seek approval from their manager prior to speaking at any Council event and should only speak publicly about their area of expertise.

Staff are reminded that when attending events they are representing Inner West Council and their behaviour should reflect Council's values.

#### **4.4 Welcome to and Acknowledgement of Country**

##### **Traditional Custodians**

The traditional Aboriginal groups of the Inner West are the Gadigal and Wangal peoples.

##### **Gadigal people**

Although exact boundaries cannot be determined, it is believed the Gadigal clan stretched along the south side of Port Jackson from South Head to approximately Petersham.

##### **Wangal people**

The Wangal people were believed to have occupied the area along the southern shore of the Parramatta River from approximately Petersham to approximately Rosehill.

##### **How to acknowledge the traditional custodians**

There are two ways in which Council can acknowledge the traditional custodians of the Inner West. A Welcome to Country provides a statement of welcome, comfort and safety for visitors from another country or area onto the country the event is being held and to the community.

A Welcome to Country can only be given by an Elder of the local Aboriginal community unless permission is given by the Elder for another member of the community to give the Welcome..

Another way to acknowledge First Nations people as the traditional custodians is by performing an Acknowledgement of Country. An Acknowledgement of Country can be given by everyone.

Acknowledgement of Country must acknowledge the Aboriginal clan and/or country where the meeting is taking place and the descendants of those peoples who are still with us today should be acknowledged.



Council's [Acknowledgement and Welcome to Country Guidelines](#) explain how and when an Acknowledgment, Welcome and Smoking Ceremony should be used.

A Welcome to Country is appropriate for all major events.

The Metropolitan Local Aboriginal Lands Council should be invited to do a Welcome to Country for at least two significant Council events per year. Suitable events include the Mayoral election and major events.

## 6. Event coordination

Community events that do not fall within Council's major events program are the responsibility of the relevant section of Council. The Director of the section hosting the event should ensure that the event being organised by their team complies with this policy and with the Mayor and Councillor events, engagement and communication protocol.

Council's Events team can provide guidance on event organisation for small scale events.

Event organisers must consider accessibility issues and refer to the Accessible Events Guide.

### 5.1 Follow up and communications after events

Following an event, Council staff should forward photographs taken during the event of Councillors, staff and guests to the Strategic & Corporate Communications team for use in promotional materials.

Any photographs featuring members of the community aged under 18 years old must include a signed waiver from a parent or guardian (Photo Consent form is on the intranet) allowing Council to store and use their image.

## 7. Public meetings

Public meetings are scheduled by resolution of Council to address a topic of interest to the community. Public meetings where 50 or more members of the public are expected to attend are subject to this policy.



## Purpose of meeting

The purpose of public meetings should be clearly defined. Unless otherwise resolved by Council the main reason to hold a public meeting is to share information. The topic of public meetings must be clearly defined. Councillors, Council officers (usually Directors or Senior Managers) must be in attendance to provide information on an issue and to answer questions.

Public meetings should include a call to action where possible. They are an opportunity for Council to inform the community on an issue but are not an opportunity to resolve recommendations or vote on issues.

## Chair or Master of Ceremonies

The chair or master of ceremonies for a Council-run public meeting is the Mayor or General Manager as Council's official spokespeople. The Mayor and General Manager can nominate other Council officials to act as the chair or master of ceremonies including, Councillors or Directors.

## Speakers

Council-approved public meetings must allow for Councillors (at minimum ward Councillors) to speak. Ward Councillors should be allocated a time to speak as part of the official proceedings. The length of meeting cannot be used as a reason to exclude Councillor participation.

Only speakers who are on the official agenda are permitted to speak. Council may resolve to invite community groups, experts or State or Federal members/representatives to a short speaking spot in the agenda.

Council must protect public meetings from being, or appearing to be, party political.

## Notification and promotion

Councillors are notified of public meetings in accordance with this policy and meetings must be included in the Councillor Events Calendar.

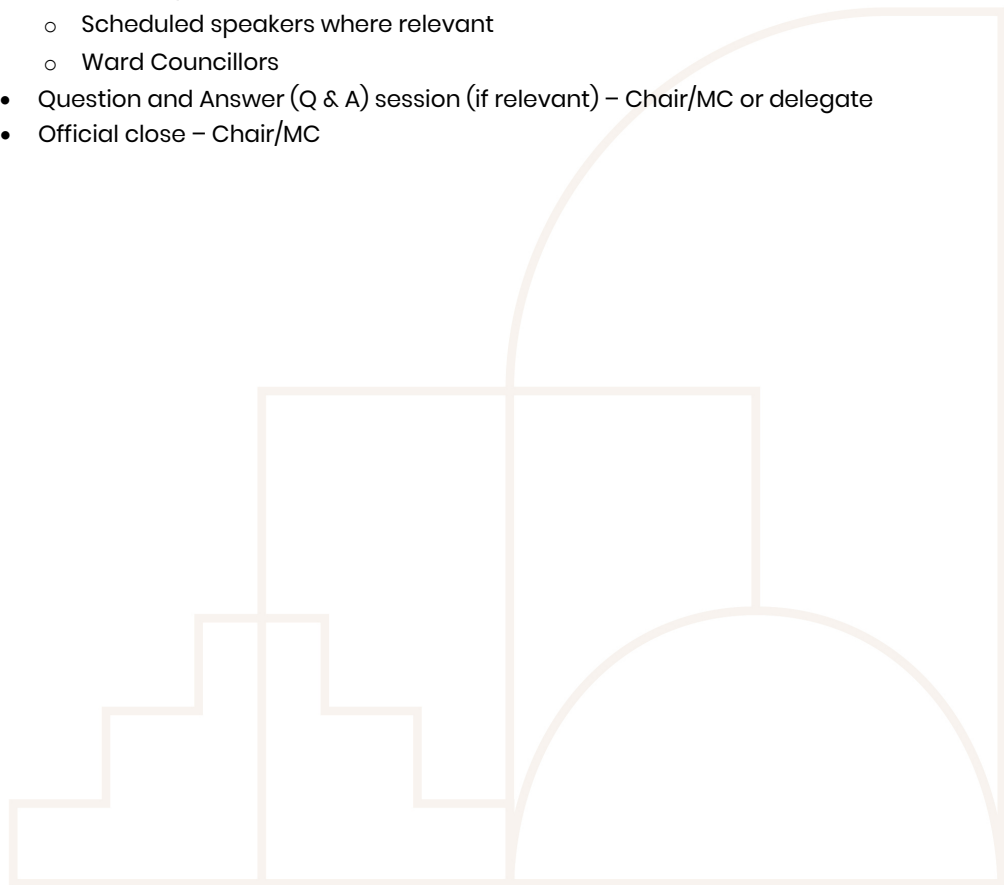
Residents are notified through an invitation letter, generally from the Mayor to residences in the area relevant to the meeting topic, and through Council's communication channels. Businesses, community groups and non-resident ratepayers can also be invited where relevant.

## INNER WEST

### Format of meeting

A typical format for Council-run public meetings is:

- Official welcome including acknowledgement of Country – Chair/MC
- Housekeeping (emergency evacuation information, toilet location)
- Speakers:
  - Council presentation
  - Scheduled speakers where relevant
  - Ward Councillors
- Question and Answer (Q & A) session (if relevant) – Chair/MC or delegate
- Official close – Chair/MC





## 8. Breaches of this policy

Breaches of this policy may result in an investigation of the alleged breach in line with relevant Council policies including the Model Code of Conduct.

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

## 9. Administrative Changes

From time-to-time circumstances may change leading to the need for minor administrative changes to this document. Where an update does not materially alter this document, may be made including branding, Council Officer titles or department changes and legislative name or title changes are considered minor in nature and not required to be formally readopted.

## 10. Version Control – Policy History

This policy will be formally reviewed every three years from the date of adoption or as required.

Governance use only:

Document	Event Invitation, Speaking and Public Meeting Policy	<i>Uncontrolled Copy When Printed</i>	
Custodian	Corporate Strategy & Engagement Manager	Version #	Version 2
Approved By	Council	ECM Document #	36946793
Next Review Date	2025		

Amended by	Changes made	Date
Council	New policy	2018
Corporate Strategy & Engagement Manager	Policy reviewed	October 2022



Last reviewed: 31 August 2018



# Event invitation, speaking and public meeting policy

Superseded



Last reviewed: 31 August 2018

## **Aboriginal and Torres Strait Islander Statement**

Inner West Council acknowledges the Gadigal and Wangal peoples of the Eora Nation, who are the traditional custodians of the lands in which the Inner West local government area is situated.

We celebrate the survival of Aboriginal and Torres Strait Islander cultures, heritage, beliefs and their relationship with the land and water. We acknowledge the continuing importance of this relationship to Aboriginal and Torres Strait Islander peoples living today, despite the devastating impacts of European invasion. We express our sorrow for the past injustices and support the rights of Aboriginal and Torres Strait Islanders to self-determination.

Inner West Council understands our responsibilities and role in working with the Aboriginal community to promote cultural heritage and history, address areas of disadvantage, and protect and preserve the environment as well as sites of significance to Aboriginal peoples. In doing so, we acknowledge that Aboriginal cultures continue to strengthen and enrich our community.

Today, diverse groups of Aboriginal and Torres Strait Islander peoples live and work across the Inner West. We admire the resilience displayed in their significant achievements and making immense contributions to both Council and the broader community.

Inner West Council is committed to embedding the values and perspectives of the Aboriginal and Torres Strait Islander communities to ensure we learn from the mistakes of the past and forge a positive future of long-lasting value built on mutual respect, equality and opportunity.

Observing appropriate protocols when working with Aboriginal and Torres Strait Islander peoples and communities is critical to establishing positive and respectful relationships. Consulting with Aboriginal and Torres Strait Islander peoples and communities should always be seen as a two-way process, with both parties learning together and from each other.



Last reviewed: 31 August 2018

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## **Summary**

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This policy informs Council officials – including Councillors and Council staff, administrators, Council committee members and delegates of Council – of notifications, invitations, communications and speakers relating to the management of Council events to ensure events are implemented to a consistent high standard across Council.

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## **Policy background**

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Inner West Council strives to maintain a positive image in the community, including through Council's events, programs, activities and public meetings.

It is essential that Council's events, programs, activities and public meetings are managed in a consistent way to ensure a coordinated approach is taken to events throughout the organisation, including clear processes around notifications, invitations, communications, speakers and coordination.

For the purpose of this policy, events comprise Council's major events program and smaller community events, programs and activities.

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## **Policy purpose**

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The purpose of this policy is to:

- Protect and enhance the reputation of Council;
- Maintain and maximise positive relations with the community; and
- Establish a consistent approach to managing notifications, invitations, communications and speakers in the coordination of Council events, programs, activities and public meetings.

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## **Who this policy applies to**

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This policy applies to all Inner West Council officials including Councillors, staff, contractors and volunteers in relation to Council managed events, programs, activities and public meetings.

In cases where events are jointly managed in partnership with external organisations, it is possible that not all requirements regarding notifications, invitations, communications and speakers may apply. In these instances, decisions will be made on a case-by-case basis in consultation with the relevant Group Manager and the external organisation as required.

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## **Related legislation, policies and procedures**

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Related policies:

- Inclusion Action Plan (for People with a Disability) 2017-2021;
- Welcome to and Acknowledgement of Country Guidelines;
- Public Access to Information Policy;
- Community Engagement Framework;
- Events in Parks Policy;



Last reviewed: 31 August 2018

- Code of Meeting Practice;
- Council's Code of Conduct;
- Event Invitation and Speaking Guidelines; and
- Sustainable Meeting and Event Guidelines.

Related legislation:

- *Government Information (Public Access) Act 2009 (GIPA Act)*; and
- *Local Government Act 1993*.

## Policy

### 1 Notifications to Mayor and Councillors

The Mayor and Councillors should be notified of any Council events at which more than 50 people are expected to attend and/or which are of public or political significance. This should be done as far in advance as possible.

Council officials should adhere to the checklist outlined in Promapp and Council's *Event Invitation and Speaking Guidelines* when notifying the Mayor and Councillors of Council run events, including:

- Checking the Councillor Events diary for date suitability and adding the event to the Councillor Events Calendar;
- Liaising with internal Council staff, including the Mayor's office and Civic and Executive Support team as required; and
- Sending further information (e.g. briefing paper, speech notes) as required. Where possible, the briefing paper should include relevant details such as
  - date, time and location;
  - contact person/phone number;
  - accessibility;
  - parking/public transport;
  - invitees/target audience; and
  - number of people invited or expected to attend.

Council's Communications staff will also include a listing of events organised by Council staff in the fortnightly email update to Councillors and a link to the public events shown on the What's On calendar on Council's website.

### 2 Invitations and communication requirements

#### *Invitations*

The event organiser is responsible for compiling an invitee list and sending invitations to internal and external stakeholders. See *Speaking protocols – Government representatives* for guidelines on which government representatives should be invited.

Invitations to all significant public events, meetings, openings and consultations should come from the Mayor in the first instance as official Council spokesperson. Smaller scale events and routine meetings are exempted from this requirement.



Last reviewed: 31 August 2018

At their discretion, the Mayor and/or General Manager can nominate other Council officials to issue event invitations, such as senior staff or relevant staff.

All event invitations should be approved by the relevant manager before being issued. Event invitations pertaining directly to the Mayor, using his/her quotes or image, must be provided to the mayoral media unit (Mayoral Media and Communications Coordinator or Mayoral Policy and Media Relations Manager) for the Mayor's approval prior to dissemination.

Invitations should include all relevant information, including date, time and location. They must feature Council's logo and adhere to our brand/style guidelines (available on the intranet). Invitations designed with Inner West Council branding should also be provided to the Communications team for approval to check accuracy, quality and corporate style prior to dissemination.

#### *Communications*

The event organiser should keep other relevant Council areas informed of the event, including providing event information and content to the Media and Communications Coordinator for media release, website, newsletter and social media content as required.

Where possible, events that may attract media attention should be brought to the attention of the Communications team prior to the date of the event. Requests from media outlets to film or photograph Council events must be referred to the Media and Communications Coordinator for determination by the General Manager in consultation with relevant Council staff.

The event organiser is also responsible for promoting the event via their own networks (including the section of the website that the event organiser may manage themselves) after all of the above notification and invitation steps have been completed.

### **3 Welcome to and Acknowledgement of Country**

#### *Traditional Welcome to Country*

A Welcome to Country is a speech given by a traditional custodian of the land, usually a Community Elder or representative nominated by the Metropolitan Local Aboriginal Lands Council (MLALC). It is mostly done at major events and meetings. It welcomes people to visit and meet on the traditional area. The traditional custodians of the area are people who have originally come from that region, and are also acknowledged by the community.

The original residents of the Inner West local government area were the Gadigal and Wangal people, clans of the Eora nation. The territory of the Gadigal people is estimated to stretch from the southern side of Port Jackson (Sydney Harbour) from South Head to around what is now known as Petersham. Their southern boundary is the area that now forms the Alexandra Canal and Cooks River. The remaining area of Inner West Council is Wangal land.

Despite dispossession of land, the traditional custodians have a continuing relationship with the land and it is important to respect that by including a traditional Welcome and Acknowledgement in event agendas.

## INNER WEST COUNCIL

Last reviewed: 31 August 2018

In general, a non-Aboriginal person, or an Aboriginal person from a different community, cannot present a Welcome to Country. They should present an Acknowledgement of Traditional Custodians.

A Welcome to Country should be considered for all major events, including:

- Citizenship ceremonies;
- Councillor induction ceremonies;
- NAIDOC Week events;
- Large public festivals and event openings; and
- Events with government agencies or the media.

The MLALC should be invited to do a Welcome to Country for at least two significant Council events per year. It is suggested that suitable events would include:

- Mayoral election; and
- Australia Day.

Where a Welcome to Country is considered, thought should also be given to whether the Aboriginal flag should be displayed. Inner West Council flies the Aboriginal flag continuously beside the Australian and state flags on our town halls.

### *Acknowledging Traditional Custodians*

For less formal events, or where a Welcome to Country is not possible, the first duty of any meeting, event opening, or speech should be to acknowledge the traditional custodians as a sign of respect and recognition. It is a requirement that an Acknowledgement of Traditional Custodians is incorporated into all Council's public meetings and minor events. Consideration should also be given to whether this is included in formal communication/invitations asking people to participate.

Where possible, an Aboriginal and Torres Strait Islander Elder should be invited to do an acknowledgement of country for Council-run community events. A register (with preference given to residents of the Inner West Council local government area) is provided in Council's *Welcome to and Acknowledgement of Country Guidelines*. This document is operational in nature and the register may change over time.

If this is not possible, Council's Aboriginal or Torres Strait Islander Staff or other staff may conduct an Acknowledgement of Traditional Custodians. It is suggested that citizenship and/or award ceremonies would be suitable occasions to which to invite Council's Aboriginal or Torres Strait Islander Staff to perform the Acknowledgement of Country, while it would be appropriate for other Council staff to perform the Acknowledgement of Country at minor events and meetings.

At events, each speaker should start with an acknowledgement, and could include one of the following examples:

- *"Today we gather on the traditional lands of the Gadigal and Wangal people, lands on which Aboriginal peoples have performed age-old ceremonies of celebration, initiation and renewal. I acknowledge their custodianship over many*

## INNER WEST COUNCIL

Last reviewed: 31 August 2018

*centuries and their ongoing connection to these lands and contribution to our community."*

- *"I would like to acknowledge the Gadigal and Wangal peoples of the Eora nation who are the traditional custodians of this land. I would also like to pay respect to Aboriginal Elders, past and present, and acknowledge their young people who will be our future leaders."*

It is also appropriate to acknowledge particular individuals such as Community Elders or representatives of the local Aboriginal community, Aunties or Uncles, if this is known:

- *"I would like to acknowledge the Gadigal Wangal people who are the Traditional custodians of the land we are meeting on and remind people that we are on Aboriginal land. I also acknowledge and pay my respect to the Elders and in particular those attending today's event."*

Depending on where the event is held, and if it is clearly on one side of the boundary between the Gadigal and Wangal lands within the Eora nation, the appropriate term should be used in the Acknowledgment of Country.

### **Smoking ceremonies**

Smoking ceremonies may be performed at events which involve something that is new or has been changed, for example the opening of a new Council facility or the renaming of a facility. They should be conducted by an Aboriginal Elder with acknowledgement of doing smoking ceremonies in the Inner West Council local government area.

For further information, please refer to Council's *Welcome to and Acknowledgement of Country Guidelines*.

## **4 Speaking protocols**

### **Official spokespeople**

In the first instance, the Mayor and General Manager are Council's official spokespeople on all matters.

At their discretion, the Mayor and General Manager can nominate other Council officials to act as a Council spokesperson, such as Councillors or senior staff.

Council officials may speak at small scale or low profile events with managerial approval.

### **Government representatives**

Depending on the nature and size of the event, the relevant state and federal MPs should be invited to attend based on the electorate in which the event is held (see <http://streetlist.elections.nsw.gov.au/> and <http://www.aec.gov.au/profiles/nsw/> and Council's *Event Invitation and Speaking Guidelines* for electorate guides).

Other politicians may be invited to attend and/or speak on a case-by-case basis, at the discretion of the Mayor and/or General Manager.

All members of Parliament should be addressed with the correct title and salutation, whether the correspondence is formal (e.g. letter) or informal (e.g. email). See *How to*



Last reviewed: 31 August 2018

address *Senators and Members* for information on how to address Australian Members of Parliament:

[https://www.aph.gov.au/Senators\\_and\\_Members/Guidelines\\_for\\_Contacting\\_Senators\\_and\\_Members/How\\_to\\_address\\_Senators\\_and\\_Members](https://www.aph.gov.au/Senators_and_Members/Guidelines_for_Contacting_Senators_and_Members/How_to_address_Senators_and_Members)

The number of speakers at events should be kept to a minimum. Therefore, an invitation to attend an event does not always include an invitation to speak at the event.

However, if funding related to an event or initiative has been provided at a state or federal level, the relevant minister, local member or their delegate should be invited to speak at the event.

Government representatives may also be invited to speak and/or answer questions at events such as major infrastructure development public meetings.

Requests to speak by external parties should be considered on their merit.

Speaking order should be based on seniority:

- International;
- Federal;
- State; then
- Local.

See *The Table of Precedence NSW* for further information:

<https://publications.dpc.nsw.gov.au/event-starter-guide/protocol/>

Whether they are invited to speak or not, all government representatives should be officially acknowledged by the event's master of ceremonies during the event formalities, including attending Councillors.

It is not necessary for every speaker to do an acknowledgement of event attendees.

#### **Council staff**

Staff must seek prior approval from their manager to speak at any Council event and should only speak publicly about their area of expertise.

Staff members are reminded that when engaging with external stakeholders at events as a representative of Inner West Council they should reflect Council's values of flexibility, integrity, respect and spirit of team.

### **5 Event coordination**

Community events which do not fall within Council's major events program are the responsibility of the relevant section. It is up to the relevant Group Manager to determine how their group's events are managed by their team and program officer/s.

Council's Events team may provide guidance on event organisation for smaller scale events.

Event organisers should give consideration to accessibility issues, and refer to the IWC Inclusion Action Plan (IAP) available on Council's website, in particular IAP Action Plan 2:

 **INNER WEST COUNCIL**

Last reviewed: 31 August 2018

- *Produce and centralise information on access and inclusion provisions of events/cultural activities and make consistent and reliable inclusion information available on all events.*

Inner West Council is a member of Supply Nation and event organisers are encouraged to support Aboriginal and Torres Strait Islander businesses and artists by purchasing services such as catering, gifts and cultural training from Aboriginal and Torres Strait Islander businesses where possible.

Event organisers should refer to the checklist in Council's *Sustainable Meeting and Event Guidelines* for assistance in planning events.

## **6 Follow up and communications after events**

Following events, Council officials should endeavour to proactively pass on photographs to the mayoral media unit and Media and Communications Coordinator for use in promotional materials.

Any photographs featuring members of the community aged under 18 years old should include a signed waiver (template available on Council's intranet) enabling use of their image in Council's marketing collateral.

## **7 Public meetings**

Public meetings are scheduled by resolution of Council to address a topic of high interest to the community. A Council-approved public meeting (whether or not jointly convened) is the responsibility of Council and should uphold the fundamentals of community engagement and inclusiveness.

### *Purpose*

The purpose of public meetings should be clearly defined. Unless otherwise resolved by Council the predominant reason for a public meeting is to share information: Council's elected representatives and officials (usually Group Manager level) present knowledge of an issue and the Council position.

Public meetings should include a call to action where possible.

Public meetings are a technique on the 'inform' end of the IAP2 spectrum and should not resolve recommendations or vote.

### *Chair or Master of Ceremonies (MC)*

The Chair or MC of a Council-run public meeting is the Mayor or General Manager in their role as Council's official spokespersons. The Chair or MC of a Council-approved public meeting should, in the first instance, be the Mayor. At their discretion and in line with their role as Council's official spokespersons, the Mayor and General Manager can nominate other Council officials to act as the Chair or MC, such as Councillors or Deputy General Managers. Otherwise, consultation with Councillors should take place to select the Chair or MC.

Any existing position of Council should be reinforced by the Chair or MC.

## **INNER WEST COUNCIL**

Last reviewed: 31 August 2018

### *Speakers*

Council-approved public meetings must allow for Councillors (at minimum ward Councillors) to speak. Ward Councillors may be allocated a short speaking spot as part of the official proceedings. Length of meeting must not be used as a reason to exclude Councillor participation.

Only speakers who are on the official agenda are permitted to address the meeting. Council may resolve to invite community groups, experts or state or federal members to a short speaking spot in the agenda.

### *Program outline*

Councillors (at minimum ward Councillors) should be invited to have input and/or make comment on the program outline of Council-approved public meetings where appropriate or required, but the final decision rests with Council officials.

The content of the Council official's presentation is considered an operational matter.

### *Principles*

Council must protect public meetings from being, or appearing to be, party political.

### *Notification and promotion*

Councillors are notified of public meetings in accordance with this policy.

Residents are notified via a Mayoral invitation letter issued by letterbox distribution to residences in the suburbs relevant to the meeting topic. Businesses and non-resident ratepayers may also be invited where relevant.

Council should ensure that key action groups are contacted and advised of the public meetings where appropriate. Relevant community groups registered on Council's Engagement Register are notified by email.

Councillors (at minimum ward Councillors) should be invited to contact and work with community groups if the meeting is a joint meeting. Council may also invite representatives of community groups to participate in the public meeting by hosting display tables where space is available.

The public meeting is promoted through Council's communication channels including social, digital and traditional media.

### *Format*

Council-run public meetings should maintain a consistent format as follows:

- Housekeeping (emergency evacuation information, toilet location, notification of filming, mobile phones silent) – Council official;
- Official welcome including acknowledgement of Country – Chair/MC;
- Speakers:
  - Council presentation – Council official;
  - Scheduled speakers where relevant; and
  - Ward Councillors;
- Question and Answer (Q & A) session (if relevant) – Chair/MC or delegated to Council official; and
- Official close – Chair/MC.

## **INNER WEST COUNCIL**

Last reviewed: 31 August 2018

A community Q & A session is often held following the official speeches and presentations but may not always be required. The Chair/MC hosts the session and keeps to the time limit set by the meeting. Approximately 30 minutes is an appropriate length for a Q & A session.

### **8 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.

### **9 Policy review**

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

Superseded

**Item No:** C1022(1) Item 13

**Subject:** LOCAL TRAFFIC COMMITTEE MEETING - 19 SEPTEMBER 2022

**Prepared By:** Sunny Jo - Coordinator – Traffic and Parking Services - North

**Authorised By:** Ryann Midei - Director Infrastructure

## RECOMMENDATION

**That the Minutes of the Local Traffic Committee meeting held on 19 September 2022 be received and the recommendations be adopted.**

## ITEMS BY WARD

Ward	Item
Baludarri (Balmain)	Traffic Management Plan for the 2022 New Year's Eve Event
	Birchgrove Public School - Proposed 'No Stopping' and 'No Parking 8.00am-9.30am; 2.30pm-3.30pm' restrictions
Gulgadya (Leichhardt) Midjuburi (Marrickville)	Norton Street Italian Festa 2022- Temporary Road Closures
	Update on improvements to the Frederick Street, Ashfield crossing
	Marrickville Road, Marrickville – Temporary full Road Closures for Marrickville Festival on Saturday 19 November 2022 – ENRC/2022/0037
	Richardsons Crescent, Tempe – Pedestrian Safety Improvement Works – upgrade of the existing at-grade pedestrian crossing to a raised pedestrian crossing - Design Plan 10212
	Tempe South Final Local Area Traffic Management (LATM) Study
	Bright Street at Middle And North Streets, Marrickville – Proposed Traffic Calming (Design Plan No.10219)
	England Avenue, Marrickville – Proposed new rain garden and kerb extension - Design Plan 10167
	Pedestrian safety at the intersection of Edgeware Road, Alice Street and Llewellyn Street, Newtown
	Safety concerns with cycleway on Livingstone Road, Marrickville
	T3 Bankstown Line upgrade work engagement outcomes report
Djarrawunang (Ashfield)	Seaview Street Dulwich Hill - Proposed Conversion Of Existing 'Bus Zone 8.00-9.00am And 2.30—3.30pm School Days' To 'No Parking, Buses Excepted, 8am – 9.30am & 2.30pm – 4pm, Mon – Fri, School Days Only' Restrictions Outside Dulwich Hill High School
	Victoria Street, Ashfield- Proposed in-lane Bus Stop platform adjacent to 20 Victoria Street (Allman Park)
	Victoria Street, Ashfield-Proposed in-lane Bus Stop platform adjacent to 90 Victoria Street
	Pedestrian safety at the intersection of Edgeware Road, Alice Street and Llewellyn Street, Newtown
	T3 Bankstown Line upgrade work engagement outcomes report
Damun (Stanmore)	Albert Street at James Street, Petersham – Proposed Traffic Calming (Design Plan No.10220)
	Pedestrian safety at the intersection of Edgeware Road, Alice Street and Llewellyn Street, Newtown

All Wards	Nil.
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## **DISCUSSION**

The September 2022 meeting of the Local Traffic Committee was at Ashfield Service Centre. The minutes of the meeting are shown at **ATTACHMENT 1**.

## **FINANCIAL IMPLICATIONS**

Projects proposed for implementation are funded within existing budget allocations.

## **PUBLIC CONSULTATION**

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

## **ATTACHMENTS**

1. [Local Traffic Committee minutes 19 September 2022](#)



Local Traffic Committee Meeting  
Minutes 19 September 2022

Minutes of Local Traffic Committee Meeting  
Held on 19 September 2022 at Ashfield Service Centre

Meeting commenced at 11.00AM

**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**

Mayor Darcy Byrne	Councillor – Baludarri-Balmain Ward (Chair)
Bill Holliday	Representative for Jamie Parker MP, Member for Balmain
Graeme McKay	Representative for Jo Haylen MP, Member for Summer Hill
Colin Hesse	Representative for Jenny Leong MP, Member for Newtown
Chris Woods	Representative for Ron Hoenig MP, Member for Heffron
Solon Ghosh	Transport for NSW (TfNSW)

**OFFICERS IN ATTENDANCE**

Cr Justine Langford	Councillor – Midjuburi-Marrickville Ward
Adrian Pritchard	Transit Systems
Colin Jones	Inner West Bicycle Coalition
Sunny Jo	IWC's Acting Traffic and Transport Services Manager
Felicia Lau	IWC's Acting Coordinator Traffic Engineering Services (North)
Boris Muha	IWC's Engineer – Traffic and Parking Services
Christina Ip	IWC's Business Administration Officer

**VISITORS**

Nil.

**APOLOGIES:**

Maryanne Duggan	Representative for Jason Yat-Sen Li MP, Member for Strathfield
SC Anthony Kenny	NSW Police – Inner West Police Area Command
Germaine Grant	NSW Police – Burwood Police Area Command
Sam Tohme	NSW Police – Burwood Police Area Command

**DISCLOSURES OF INTERESTS:**

Nil.

**CONFIRMATION OF MINUTES**

The minutes of the Local Traffic Committee meeting held on 15 August 2022 were confirmed.

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

The Local Traffic Committee recommendations of its meeting on 15 August 2022 were adopted at Council's meeting on 13 September 2022 with the following amendments:

1. Council Notes:
  - a) At the Sydney Eastern City Planning Panel (SECPP) Hearing on September 1<sup>st</sup>, the Panel determined to support the Bunnings Tempe DA modifications;
  - b) The approved modification for Tempe Bunnings does not include the installation of traffic lights at the Bunnings entry on Princes Highway. The community argued strongly for a signalised intersection;
  - c) Transport for NSW received the Traffic Light Feasibility Report that was commissioned by Council. They did not support the implementation of traffic lights at the entrance of Bunnings, only a signalised pedestrian crossing;
  - d) Vehicles entering Bunnings from the south bound lanes of Princes Highway will need to cross three lanes of oncoming traffic at an unsignalized intersection;
  - e) Tempe residents are very concerned that this will endanger the lives of pedestrians along Princes Highway, especially school children. There is also concern for cyclists. They are also concerned about the impacts of Bunnings traffic on streets on the eastern side of Princes Highway in Tempe;
  - f) Public consultation for the South Tempe Local Area Traffic Management (LATM) Plan closed on 8 September. A report will soon come to Council for consideration;
  - g) Tempe residents strongly support any measures that Council can implement to improve safety and mitigate the effects of higher levels of traffic through their local streets; and
  - h) Council will continue to advocate on behalf of Tempe residents to make their streets as safe as possible.
2. Congratulates Safe Traffic Plan for Bunnings Tempe and the Tempe community in lobbying for a safer traffic plan for Tempe;
3. Sincerely thanks Council staff for their work in keeping Councillors and the community updated about the Bunnings Tempe development proposal and for delivering the Traffic Light Feasibility Study so promptly; and
4. That Council write to the local state MPs asking them to raise issue of Frederick Street in Parliament.

- LTC0922(1) Item 1 Seaview Street Dulwich Hill - Proposed Conversion Of Existing 'Bus Zone 8.00-9.00am And 2.30—3.30pm School Days' To 'No Parking, Buses Excepted, 8am – 9.30am & 2.30pm – 4pm, Mon – Fri, School Days Only' Restrictions Outside Dulwich Hill High School (Djarrawunang-Ashfield Ward/Summer Hill Electorate /Inner West LAC)**

### **SUMMARY**

Council initially planned to install a short drop-off zone outside Dulwich Hill High School to aid parents dropping off students at the school as several complaints had been received that there was no suitable location available to legally drop off students in Seaview Street outside the school. The community and the school were consulted on the proposal and due to feedback from the school it was decided that the existing school bus stop could be converted to 'No Parking, Buses excepted 8am-9am 2.30pm-3.30pm Mon-Fri School Days' which can then act as a drop-off zone when not in use by buses. These restrictions would be in place subject to school management of the use of the 'No Parking' area when required by buses.

### **Officer's Recommendation**

That the existing 30 metre length of the school timed Bus Zone ('8.00-9.00am and 2.30—3.30pm School Days') outside Dulwich Hill High School, on the southern side of Seaview Street, Dulwich Hill be approved to be converted to 'NO PARKING, BUSES EXCEPTED, 8AM – 9.30AM & 2.30PM – 4PM, MON – FRI, SCHOOL DAYS ONLY' in order to provide a proxy drop-off zone outside Dulwich Hill High School.

### **DISCUSSION**

The Committee members agreed with the Officer's recommendation.

### **COMMITTEE RECOMMENDATION**

That the existing 30 metre length of the school timed Bus Zone ('8.00-9.00am and 2.30—3.30pm School Days') outside Dulwich Hill High School, on the southern side of Seaview Street, Dulwich Hill be approved to be converted to 'NO PARKING, BUSES EXCEPTED, 8AM – 9.30AM & 2.30PM – 4PM, MON – FRI, SCHOOL DAYS ONLY' in order to provide a proxy drop-off zone outside Dulwich Hill High School.

For motion: Unanimous

- LTC0922(1) Item 2 Traffic Management Plan for the 2022 New Year's Eve Event (Baludarri-Balmain Ward/ Balmain Electorate/ Leichhardt PAC)**

### **SUMMARY**

As instructed by the Police, access to the Balmain peninsula is closed to vehicular traffic every New Year's Eve. This report outlines the traffic management associated with the event.

### **Officer's Recommendation**

That:

1. The Traffic Management Plan (Attachment 1) detailing the traffic arrangements for the 2022 New Year's Eve be supported;

2. The Traffic Management Plan (Attachment 1) be forwarded to Council's Parks and Streetscapes Coordinator, Transport Management Centre and the Major Events & Incidents Group (NSW Police);
3. A temporary 'No Stopping' zone be installed on the eastern side of Montague Street between Darling Street and Beattie Street, Balmain;
4. That the following temporary modifications to bus stops be approved:
  - a) On the northern side of Darling Street:
    - i. Install temporary 'Bus Zones' between Mort Street and Ford Street.
    - ii. Extend the 'Bus Zone' between Ford Street and McDonald Street.
    - iii. Extend the 'Bus Zone' between McDonald Street and Curtis Road, outside Nos.217-223 Darling Street.
  - b) On the southern side of Darling Street:
    - i. Install a temporary 'Bus Zone' between Booth Street and Beattie Street, outside No. 244-270 Darling Street.
  - c) On the eastern side of Grove Street between Wharf Road and Bay Street, Birchgrove.
5. The Transit Systems representative be requested to place adequate notices on buses regarding the establishment of an alcohol free zone in the Balmain East area (details to be provided by Council);
6. The taxi/hire car access to the Peninsula be restricted from 7:00pm;
7. Taxis/hire cars carrying mobility impaired or infirmed residents be permitted access at all hours into the Peninsula; and
8. The NSW Taxi Council be advised of the Committee's recommendation.

### **DISCUSSION**

The Transit Systems representative advised that reference to State Transit Authority or STA needs to be removed from the Item and TMP as STA no longer exists with all remaining contracts franchised to private companies. The old STA contract affected by IWC New Years Eve plans is now serviced by Busways and this should be entered into the TMP as their services may still require access at closed roads. The Committee members agreed to incorporate the change to the TMP in the recommendation.

The Transit Systems representative stated that access to Anzac Bridge is not shown in the TMP and asked for confirmation that access to Anzac Bridge from Victoria Road will be maintained for buses during the fireworks displays. Council Officers will discuss this issue separately with Transit Systems and NSW Police.

### **COMMITTEE RECOMMENDATION**

**That:**

1. **The Traffic Management Plan (Attachment 1) detailing the traffic arrangements for the 2022 New Year's Eve be supported;**
2. **The Traffic Management Plan (Attachment 1) be forwarded to Council's Parks and Streetscapes Coordinator, Transport Management Centre and the Major Events & Incidents Group (NSW Police);**
3. **A temporary 'No Stopping' zone be installed on the eastern side of Montague Street between Darling Street and Beattie Street, Balmain;**

4. That the following temporary modifications to bus stops be approved:
  - a) On the northern side of Darling Street:
    - i. Install temporary 'Bus Zones' between Mort Street and Ford Street.
    - ii. Extend the 'Bus Zone' between Ford Street and McDonald Street.
    - iii. Extend the 'Bus Zone' between McDonald Street and Curtis Road, outside Nos.217-223 Darling Street.
  - b) On the southern side of Darling Street:
    - i. Install a temporary 'Bus Zone' between Booth Street and Beattie Street, outside No. 244-270 Darling Street.
  - c) On the eastern side of Grove Street between Wharf Road and Bay Street, Birchgrove.
5. The Transit Systems representative be requested to place adequate notices on buses regarding the establishment of an alcohol free zone in the Balmain East area (details to be provided by Council);
6. The taxi/hire car access to the Peninsula be restricted from 7:00pm;
7. Taxis/hire cars carrying mobility impaired or infirmed residents be permitted access at all hours into the Peninsula;
8. The NSW Taxi Council be advised of the Committee's recommendation; and
9. Reference to the State Transit Authority or STA in the TMP be removed and replaced with Busways.

For motion: Unanimous

**LTC0922(1) Item 3 Marrickville Road, Marrickville – Temporary full Road Closures for Marrickville Festival on Saturday 19 November 2022 – ENRC/2022/0037 (Midjuburi - Marrickville Ward / Summer Hill Electorate / Inner West PAC)**

### SUMMARY

Inner West Council is presenting Marrickville Music Festival on Saturday 19 November from 11:00am until 4:00pm. The event will feature multiple outdoor live music stages across the festival site. Including activation of Marrickville laneways through music and art. As part of the event there will be a partial road closure of Marrickville Road and Central Lane. This will require some road detours and bus diversions in surrounding streets. Event bump in will occur from 12:30am and bump out will conclude by 12:00pm midnight. It is recommended that Council approve the temporary full road closures subject to all standard Council conditions for a temporary full road closure.

### Officer's Recommendation

That:

1. The proposed temporary full road closure of Marrickville Road (between Illawarra Road and Victoria Road), Central Lane (between Victoria Road and Meeks Road), Seymour Lane (between Garners Lane and Garners Avenue and between Frampton Avenue and Garners Lane), Garners Lane (north of Seymour Lane) along with short sections of Silver

Street, Garners Avenue, Gladstone Street, and Frampton Avenue where these streets intersect with Marrickville Road, Marrickville be APPROVED for the purpose of holding the 'Marrickville Festival' Event on Saturday 19 November 2022 between 12:30am and 12:00pm as per the submitted TMP and TGS and subject to the following conditions and all standard Council conditions for temporary full road closures;

2. A Road Occupancy License application be obtained from the Transport Management Centre;
3. Notice of the proposed event be forwarded to the NSW Police Local Area Commander, Transit Systems, the NSW Fire Brigades and the NSW Ambulance Services;
4. All residents and businesses in and around the affected area are to be notified of the temporary road closure in writing by the applicant in advance (at least 7 days prior to the event) with the applicant making reasonable provision for stakeholders;
5. A minimum four (4) metre unencumbered passage be available for emergency vehicles through the closed sections; and
6. The occupation of the road carriageway must not occur until the road has been physically closed.

#### **DISCUSSION**

The Transit Systems representative advised that the bus diversion plan will not work unless parking is removed from both sides of Illawarra Road between Marrickville Road and Sydenham Road and tree crowns are raised to 4 metres. Council Officers tabled revised diversion plans (Attachment 1) proposed by the traffic operators in response to the concerns raised by Transit Systems.

Cr Bryne asked about the cost of the road closures. Council Officers took the question on notice.

The Committee members agreed with the Officer's recommendation.

#### **COMMITTEE RECOMMENDATION**

**That:**

1. **The proposed temporary full road closure of Marrickville Road (between Illawarra Road and Victoria Road), Central Lane (between Victoria Road and Meeks Road), Seymour Lane (between Garners Lane and Garners Avenue and between Frampton Avenue and Garners Lane), Garners Lane (north of Seymour Lane) along with short sections of Silver Street, Garners Avenue, Gladstone Street, and Frampton Avenue where these streets intersect with Marrickville Road, Marrickville be APPROVED for the purpose of holding the 'Marrickville Festival' Event on Saturday 19 November 2022 between 12:30am and 12:00pm as per the submitted TMP and TGS and subject to the following conditions and all standard Council conditions for temporary full road closures;**
2. **A Road Occupancy License application be obtained from the Transport Management Centre;**
3. **Notice of the proposed event be forwarded to the NSW Police Local Area Commander, Transit Systems, the NSW Fire Brigades and the NSW Ambulance Services;**

4. All residents and businesses in and around the affected area are to be notified of the temporary road closure in writing by the applicant in advance (at least 7 days prior to the event) with the applicant making reasonable provision for stakeholders;
5. A minimum four (4) metre unencumbered passage be available for emergency vehicles through the closed sections; and
6. The occupation of the road carriageway must not occur until the road has been physically closed.

**For motion:** Unanimous

**LTC0922(1) Item 4     Richardsons Crescent, Tempe – Pedestrian Safety Improvement Works – upgrade of the existing at-grade pedestrian crossing to a raised pedestrian crossing - Design Plan 10212 (Midjuburi - Marrickville Ward/ Summer Hill Electorate/ Inner West PAC)**

### **SUMMARY**

Council has finalised a design plan for pedestrian safety improvement works in Richardsons Crescent, Tempe adjacent to Mackey Park. The proposed works will include raising the existing at-grade pedestrian zebra crossing and integrate with existing kerb extensions to improve pedestrian safety at this locality.

### **Officer's Recommendation**

That the detailed design plan for the raising of the existing at-grade pedestrian crossing and new adjacent kerb ramps and associated signs and line markings in Richardsons Crescent, Tempe adjacent to Mackey Park (as per Design Plan No.10212) be APPROVED.

### **DISCUSSION**

The Transit Systems representatives advised that buses regularly use Richardson Crescent between Tempe Depot and Dulwich Hill. As such the raised pedestrian crossing needs to be no higher than 75mm, with a platform no longer than 5.5m and ramp grades no greater than 1 in 16.

The Committee members agreed with the Officer's recommendation.

### **COMMITTEE RECOMMENDATION**

**That the detailed design plan for the raising of the existing at-grade pedestrian crossing and new adjacent kerb ramps and associated signs and line markings in Richardsons Crescent, Tempe adjacent to Mackey Park (as per Design Plan No.10212) be APPROVED.**

**For motion:** Unanimous

**LTC0922(1) Item 5 Tempe South Final Local Area Traffic Management (LATM) Study (Midjuburi-Marrickville Ward/Heffron/Electorate/Inner West PAC)**

**SUMMARY**

Following the completion of the re-exhibition of the Tempe South Local Area Traffic Management (LATM) study, a review of submissions has been completed and finalized for consideration and adoption.

Public Re-exhibition of the revised LATM study was required as the three traffic proposals suggested by the community required the feedback from impacted residents. The consultation commenced on 11 August and finished on 8 September 2022, with community feedback and adopted LATM as outlined in Attachment 1.

It is important to note that the Sydney Eastern City Planning Panel (SECPP) at its meeting on 1 September 2022 approved the MOD/2021/0376 application by Bunnings. Amongst other changes the application was to modify the conditions of consent at 750 Princes Highway, Tempe so that the LATM be adopted by the Panel, and the LATM (excluding attachments) being a stamped document not requiring approval from Council's Local Traffic Committee.

The results of the public re-exhibition indicate good support levels, in light of the SECPP determination, the outcomes of the survey and recommendations for the three proposal are tabled below:

Proposal	Option 1	Option 2	No Change/ Undecided	Recommendation
No Entry into Union Street from Smith Street restriction, left and right only restriction to Princes Highway at Smith Street.	Yes 92 74.8%	No 28 22.8%	Undecided 3 2.4%	Noted that TfNSW has supported this restriction. Already included in adopted LATM, no further changes are required.
Road closure of Brooklyn Street	Full Closure 14 11.4%	Partial Exit Only 62 53.9%	No Change 39 33.9%	Whilst this proposal is not included in the adopted LATM, the report acknowledges the impact of the No Entry proposal, and traffic conditions will be monitored following the opening of the Bunnings development.  The response to this proposal is to be noted for review of LATM organised by Council 12 months following the issue of an Occupation Certificate.

Union Street traffic options	Speed Humps 31 29.5%	10km/h Shared Zone 73 69.5%	Undecided 1 1.0%	Already included in adopted LATM, subject to TfNSW approval. No further changes to LATM are required.
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### **Officer's Recommendation**

That:

1. The adoption of the Tempe South Local Area Traffic Management (LATM) Study by Bitzios Consulting dated 6 July 2021 and proposed treatments in Attachment 2 be noted;
2. It be noted that Transport for NSW has provided support for the No Entry into Union Street from Smith Street restriction, left and right only restriction to Princes Highway at Smith Street, and this has been included in the adopted LATM;
3. 10km/h Shared Zone be supported for Union Street, between Princes Highway and School Lane subject to Transport for NSW approval, and this has been included in the adopted LATM;
4. Detailed design of the recommended treatments in Attachment 1 be reported back to the Traffic Committee prior to construction;
5. After a 12 month period following the issue of an Occupation Certificate for the Bunnings Development at 728-750 Princess Highway, a LATM review be undertaken by Council and reported back to the Traffic Committee, having noted the results of the re-exhibition; and
6. The road closure at Brooklyn Street be included for consideration at the 12 month review of the LATM.

### **DISCUSSION**

The representative for the Member for Heffron tabled a letter from Mr Ron Hoenig MP to Council (Attachment 2) expressing disappointment with TfNSW's decision to not support the installation of traffic signals on the Bunnings stores access laneway to the Princes Highway and requested for the operation of the laneway to be formally included in the proposed 12-month review of the LATM. The representative requested that the Brooklyn Street closure be brought forward with the other adopted treatments rather than be delayed 12 months; and that the kerb blister island to restrict the left turn into Smith Street from the Bunnings Smith Street driveway be made more substantial to stop the left turn into Smith Street.

Cr Langford stated that residents requested a 'Local Traffic Only' sign be installed in Brooklyn Street at Brooklyn Lane during construction to deter traffic from using Brooklyn Street. Council Officers will investigate installation of the sign.

The Committee members agreed with the Officer's recommendation and agreed to incorporate the above requests into the recommendation.

It was noted that detailed plans prepared by Bunnings are expected to be presented to the Committee in the next 12 months.

**COMMITTEE RECOMMENDATION**

**That:**

- 1. The adoption of the Tempe South Local Area Traffic Management (LATM) Study by Bitzios Consulting dated 6 July 2021 and proposed treatments in Attachment 1 be noted;**
- 2. It be noted that Transport for NSW has provided support for the No Entry into Union Street from Smith Street restriction, left and right only restriction to Princes Highway at Smith Street, and this has been included in the adopted LATM;**
- 3. 10km/h Shared Zone be supported for Union Street, between Princes Highway and School Lane subject to Transport for NSW approval, and this has been included in the adopted LATM;**
- 4. Detailed design of the recommended treatments in Attachment 1 be reported back to the Traffic Committee prior to construction;**
- 5. After a 12 month period following the issue of an Occupation Certificate for the Bunnings Development at 728-750 Princess Highway, a LATM review be undertaken by Council and reported back to the Traffic Committee, having noted the results of the re-exhibition;**
- 6. Brooklyn Street closure be brought forward with the other adopted treatments rather than be delayed 12 months;**
- 7. That the kerb blister island in Smith Street adjacent to the Bunnings driveway be made more substantial to stop the left hand turn into Smith Street;**
- 8. That the operation of the Bunnings Lane entry to the Princes Highway be formally included in the proposed 12 month review of the LATM; and**
- 9. Council investigate installation of "Local Traffic Only" signage on Brooklyn Street at Brooklyn Lane to deter traffic from using Brooklyn Street when construction commences.**

**For motion: Unanimous**

**LTC0922(1) Item 6 England Avenue, Marrickville – Proposed new rain garden and kerb extension - Design Plan 10167 (Midjuburi-Marrickville Ward/ Newtown Electorate/Inner West PAC)**

**SUMMARY**

Council has finalised a design plan for the installation of a rain garden and kerb extensions in England Avenue, Marrickville at its intersection with Addison Road. The purpose of the proposal is to improve the quality of stormwater drainage from England Avenue as well as improve safety and accessibility for pedestrians crossing England Avenue near Addison Road. It is recommended that the proposed detailed design plan be approved.

### **Officer's Recommendation**

That the detailed design plan for the proposed new rain garden and kerb extensions on England Avenue at Addison Road, Marrickville and associated signs and line markings (as per Plan No.10167) be approved.

### **DISCUSSION**

Cr Langford received the following comments and requests from a resident:

- Visibility of traffic for vehicles turning right from England Avenue to Addison Road is poor due to parked vehicles along Addison Road. To improve sight lines, the resident requested a 'No Stopping' zone on Addison Road to remove the parking space closest to the intersection.
- The pedestrian refuge on Addison Road is old and not large enough to accommodate the volume of people who use it especially when events are on. Request to upgrade the pedestrian refuge.
- A bottleneck forms along Addison Road when a vehicle is parked in the mobility space outside 148 Addison Road and there are vehicles queuing along Addison Road to turn right into England Avenue. Request to move the mobility parking space further south to allow southbound traffic to continue through Addison Road when there is a queue of right turning vehicles.

Council Officers will investigate these requests separately. The Committee members agreed with Officers' recommendation and the inclusion of the additional requests to be investigated separately.

### **COMMITTEE RECOMMENDATION**

**That:**

1. **the detailed design plan for the proposed new rain garden and kerb extensions on England Avenue at Addison Road, Marrickville and associated signs and line markings (as per Plan No.10167) be approved.**

**For motion:** Unanimous

**LTC0922(1) Item 7    Victoria Street, Ashfield- Proposed in-lane Bus Stop platform adjacent to 20 Victoria Street (Allman Park) (Djarrawunang-Ashfield Ward/Summer Hill Electorate/Burwood PAC)**

### **SUMMARY**

Council is planning to install an in-lane bus stop platform adjacent to 20 Victoria Street, Ashfield (ALLMAN PARK). The proposal is to provide a bus stop facility to extend out and allow ease of safe travel and passenger embarkment/dis embarkment between the footpath and buses out on the travel lane.

The proposal is in up-grade to the existing Bus Stop at this location where buses are prevented from properly and safely pulling up to the kerb due to (mature grown) trees located in short span distance within the Bus Stop. The proposed platform is also designed in compliance to the Disability Standards for Accessible Public Transport (DSAPT) in line with the Disability Discrimination Act (DDA).

### **Officer's Recommendation**

That the design plan (Design Plan No.10214) for the proposed new concrete in-lane bus stop platform (with associated tactile, seating and handrails), new concrete ramps, new landscaped verged garden, existing concrete kerb and footpath reconstruction, and associated new signs and line markings in front of 20 Victoria Street, Ashfield be APPROVED.

### **DISCUSSION**

The Committee members agreed with the Officer's recommendation.

### **COMMITTEE RECOMMENDATION**

**That the design plan (Design Plan No.10214) for the proposed new concrete in-lane bus stop platform (with associated tactile, seating and handrails), new concrete ramps, new landscaped verged garden, existing concrete kerb and footpath reconstruction, and associated new signs and line markings in front of 20 Victoria Street, Ashfield be APPROVED.**

**For motion:** Unanimous

### **LTC0922(1) Item 8    Albert Street at James Street, Petersham – Proposed Traffic Calming (Design Plan No.10220) (Damun – Stanmore Ward / Summer Hill Electorate / Inner West PAC)**

### **SUMMARY**

A design plan has been finalised for the proposed traffic calming improvement in Albert Street, Petersham, at its intersection with James Street. The proposal includes the construction of a raised concrete threshold, a new detached concrete kerb blister with low level planting and improvements works to the existing footpath and kerb ramps. It is anticipated that this proposal will improve pedestrian and motorist safety by ultimately reducing the overall vehicular speeds within the area.

### **Officer's Recommendation**

That the design plan for the proposed raised concrete threshold, detached concrete kerb blister with low level planting and improvement works to the existing footpath and kerb ramps in Albert Street at James Street, Petersham (Design Plan No.10220), be APPROVED.

### **DISCUSSION**

The Committee noted that this Item is within the Newtown Electorate, not Summer Hill.

The Committee members agreed with the Officer's recommendation.

### **COMMITTEE RECOMMENDATION**

**That the design plan for the proposed raised concrete threshold, detached concrete kerb blister with low level planting and improvement works to the existing footpath**

and kerb ramps in Albert Street at James Street, Petersham (Design Plan No.10220), be APPROVED.

**For motion:** Unanimous

**LTC0922(1) Item 9 Victoria Street, Ashfield-Proposed in-lane Bus Stop platform adjacent to 90 Victoria Street - Djarrawunang-Ashfield Ward/ Summer Hill Electorate/Burwood PAC**

**SUMMARY**

Council is planning to install an in-lane bus stop platform adjacent to 90 Victoria Street, Ashfield. The proposal is to provide a bus stop facility to extend out and allow ease of safe travel and passenger embarkment/dis embarkment between the footpath and buses out on the travel lane.

The proposal is in upgrade to the existing Bus Stop at this location where buses are prevented from properly and safely pulling up to the kerb due to (mature grown) trees located in short span distance within the Bus Stop. The proposed platform is also designed in compliance to the Disability Standards for Accessible Public Transport (DSAPT) in line with the Disability Discrimination Act (DDA).

**Officer's Recommendation**

That the design plan (Design Plan No.10215-A) for the proposed new concrete in-lane bus stop platform (with associated tactile, seating and handrails), new concrete ramps, new grassed verge area, existing concrete kerb and footpath reconstruction, and associated new signs and line markings in front of 90 Victoria Street, Ashfield be APPROVED.

**DISCUSSION**

The Committee members agreed with the Officer's recommendation.

**COMMITTEE RECOMMENDATION**

That the design plan (Design Plan No.10215-A) for the proposed new concrete in-lane bus stop platform (with associated tactile, seating and handrails), new concrete ramps, new grassed verge area, existing concrete kerb and footpath reconstruction, and associated new signs and line markings in front of 90 Victoria Street, Ashfield be APPROVED.

**For motion:** Unanimous

**LTC0922(1) Item 10 Bright Street at Middle And North Streets, Marrickville – Proposed Traffic Calming (Design Plan No.10219) (Midjuburi – Marrickville Ward / Summer Hill Electorate / Inner West PAC)**

**SUMMARY**

Design plans have been finalised for the proposed traffic calming improvements in Bright Street, Marrickville, at its intersections with Middle and North Streets. The proposal includes the construction of two raised concrete thresholds, new kerb extensions with low level plantings and improvements works to the existing footpath and kerb ramps. It is expected that this proposal will improve pedestrian and motorist safety by reducing the overall vehicle speeds in the area.

### **Officer's Recommendation**

That the design plans for the proposed raised concrete thresholds, kerb extensions with low level plantings and improvement works to the existing footpath and kerb ramps in Bright Street at Middle and North Streets, Marrickville (Design Plan No.10219), be APPROVED.

### **DISCUSSION**

The Committee noted that this Item is within the Newtown Electorate, not Summer Hill.

The IWBC representative commented that the bike symbols proposed to be removed on Bright Street were never implemented and requested further information. Council Officers advised that the plan to mark bike symbols on Bright Street did not proceed as Bright Street was not identified as a bike route and did not connect to existing bicycle facilities in Addison Road.

The Committee members agreed with the Officer's recommendation and with the addition of a recommendation to note the exclusion of bike symbols in Bright Street.

### **COMMITTEE RECOMMENDATION**

That:

1. the design plans for the proposed raised concrete thresholds, kerb extensions with low level plantings and improvement works to the existing footpath and kerb ramps in Bright Street at Middle and North Streets, Marrickville (Design Plan No.10219), be APPROVED; and
2. it be noted that the proposed bike symbols be removed from the design plan as Bright Street was not identified as a bike route.

**For motion:** Unanimous

**LTC0922(1) Item 11 Birchgrove Public School - Proposed 'No Stopping' and 'No Parking 8.00am-9.30am; 2.30pm-3.30pm' restrictions (Baludarri - Balmain Ward/ Balmain Electorate/ Leichhardt PAC)**

### **SUMMARY**

Council has received a request from Birchgrove Public school to extend the existing 'No Parking 8.00am-9.30am, 2.30pm-3.30pm School Days' restriction by one car space to accommodate additional pickup and setdown demand in Birchgrove Road, Birchgrove. Birchgrove Public school has also raised safety concerns regarding the leaning tree east of marked pedestrian crossing at the start of the pickup and setdown zone and subsequently being an obstruction to vehicles in the drop off and pickup zone.

### **Officer's Recommendation**

That:

1. Existing 5.3m length 'No Stopping' zone on the north side of Birchgrove Road, east of the pedestrian crossing be extended 9.4m;

2. Existing 17.7m 'No Parking 8.00am-9.30am, 2.30pm-3.30pm' zone be relocated by 4.1m to the east and lengthened to 23.7m;
3. Existing 6m 'Mobility Parking' zone be relocated by 10.1m to the east;
4. Kerb islands with gutter grate bridge from the driveway of No.76A Birchgrove Road, to the eastern end of the revised No Stopping zone, excluding the Pedestrian Crossing be included in Council's future Capital Works Program with an estimated cost of \$80,000; and
5. A short length kerb island and associated line marking be installed on the north side of Birchgrove Road approximately 8m east of the pedestrian crossing to protect the leaning tree.

### **DISCUSSION**

The TfNSW representative requested details for the temporary rubber kerb island. Council Officers advised that a design plan was not ready and that it would be designed to standard kerb island specifications with a chevron sign and white painted kerbing.

The Committee members agreed with the Officer's recommendation.

### **COMMITTEE RECOMMENDATION**

**That:**

1. Existing 5.3m length 'No Stopping' zone on the north side of Birchgrove Road, east of the pedestrian crossing be extended 9.4m;
2. Existing 17.7m 'No Parking 8.00am-9.30am, 2.30pm-3.30pm' zone be relocated by 4.1m to the east and lengthened to 23.7m;
3. Existing 6m 'Mobility Parking' zone be relocated by 10.1m to the east;
4. Kerb islands with gutter grate bridge from the driveway of No.76A Birchgrove Road, to the eastern end of the revised No Stopping zone, excluding the Pedestrian Crossing be included in Council's future Capital Works Program with an estimated cost of \$80,000; and
5. A short length kerb island and associated line marking be installed on the north side of Birchgrove Road approximately 8m east of the pedestrian crossing to protect the leaning tree.

**For motion:** Unanimous

**LTC0922(1) Item 12 Norton Street Italian Festa 2022- Temporary Road Closures  
(Guldaya - Leichhardt Ward/ Balmain Elecotorate/ Leichhardt  
PAC)**

### **SUMMARY**

The proposed event, the Norton Street Italian Festa, is a street festival held annually celebrating the traditional Italian culture that is considered an essential part of the Leichhardt community.

This report outlines the proposed closure for the Norton Street Italian Festa.

### **Officer's Recommendation**

That the road closure application for the 'Norton Street Italian Festa 2022' on Sunday, 30 October 2022 be supported subject to the following conditions:

- a) The road closures be restricted to occur between 3:00am and 9:00pm on Sunday, 30 October 2022 at the following locations:
  - Norton Street from Marion Street to William Street.
  - Marlborough Street from Norton Street to Cromwell Street.
  - Short Street from Norton Street to Balmain Road.
  - Carlisle Street from Norton Street to Cromwell Street.
  - Allen Street from Derbyshire Road to James Street.
  - Arthur Street from Allen Street to Short Street.
  - Lou Street from Allen Street to Marion Street.
  - Derbyshire Road at William Street.
  - Macauley Street from Norton Street to Cromwell Street (eastbound lanes only).
  - Wetherill Street from Norton Street to Balmain Road (eastbound lanes only).
- b) Approval from Transport for NSW for the TMP and TCP and to install a 'Special Event Clearway' restriction in Norton Street be obtained prior to the event;
- c) Wetherill Street (Norton Street – Balmain Road) and Macauley Street (Cromwell Street – Norton Street) function as two-way roads when Norton Street is closed to provide access for residents;
- d) A three (3) metre unencumbered passage be available for emergency vehicles through the closed section of Norton Street at all times;
- e) Approval to conduct a public assembly be obtained from the NSW Police prior to the event. A copy of the NSW Police approval must be forwarded to Council's Traffic Section prior to the event;
- f) The occupation of the road carriageway must not occur until the road has been formally closed;
- g) All affected residents and businesses, including the NSW Police Local Area Commander, Fire & Rescue NSW, NSW Ambulance Services and the Leichhardt Bus Depot be notified in writing, by the organiser, of the proposed temporary road closure at least 2 weeks in advance of the closure with the applicant making reasonable provision for stakeholders; and
- h) Install temporary 'Bus Zones' to accommodate two buses on both sides of William Street between Norton Street and James Street.

### **DISCUSSION**

The Committee members agreed with the Officer's recommendation.

### **COMMITTEE RECOMMENDATION**

That the road closure application for the 'Norton Street Italian Festa 2022' on Sunday, 30 October 2022 be supported subject to the following conditions:

- a) The road closures be restricted to occur between 3:00am and 9:00pm on Sunday, 30 October 2022 at the following locations:
  - Norton Street from Marion Street to William Street.
  - Marlborough Street from Norton Street to Cromwell Street.
  - Short Street from Norton Street to Balmain Road.
  - Carlisle Street from Norton Street to Cromwell Street.
  - Allen Street from Derbyshire Road to James Street.
  - Arthur Street from Allen Street to Short Street.
  - Lou Street from Allen Street to Marion Street.
  - Derbyshire Road at William Street.
  - Macauley Street from Norton Street to Cromwell Street (eastbound lanes only).
  - Wetherill Street from Norton Street to Balmain Road (eastbound lanes only).
- b) Approval from Transport for NSW for the TMP and TCP and to install a 'Special Event Clearway' restriction in Norton Street be obtained prior to the event;
- c) Wetherill Street (Norton Street – Balmain Road) and Macauley Street (Cromwell Street – Norton Street) function as two-way roads when Norton Street is closed to provide access for residents;
- d) A three (3) metre unencumbered passage be available for emergency vehicles through the closed section of Norton Street at all times;
- e) Approval to conduct a public assembly be obtained from the NSW Police prior to the event. A copy of the NSW Police approval must be forwarded to Council's Traffic Section prior to the event;
- f) The occupation of the road carriageway must not occur until the road has been formally closed;
- g) All affected residents and businesses, including the NSW Police Local Area Commander, Fire & Rescue NSW, NSW Ambulance Services and the Leichhardt Bus Depot be notified in writing, by the organiser, of the proposed temporary road closure at least 2 weeks in advance of the closure with the applicant making reasonable provision for stakeholders; and
- h) Install temporary 'Bus Zones' to accommodate two buses on both sides of William Street between Norton Street and James Street.

**For motion:** Unanimous

### General Business

- LTC0922(1) Item 13 Update on improvements to the Frederick Street, Ashfield crossing

The TfNSW representative advised that the speed limit reduction from 60km/h to 50km/h on Frederick Street, Ashfield has been approved and implementation is expected to occur in the next two months. Community consultation will commence soon to gauge community feedback on two options, signalise the intersection of John Street and Frederick Street, or to install a signalised midblock pedestrian crossing on Frederick Street north of John Street. The outcomes of the consultation will be reported to the Committee.

**LTC0922(1) Item 14 Pedestrian safety at the intersection of Edgware Road, Alice Street and Llewellyn Street, Newtown**

The representative for the Member for Newtown stated that residents are concerned with pedestrian safety at the intersection of Edgware Road, Alice Street and Llewellyn Street following recent near misses at the signalised intersection. Residents have asked for more pedestrian protection and for the speed limit to be reduced to 50km/h. The TfNSW representative advised that they can review speeds at the intersection. Council Officers will check on the status of a proposal to implement red arrow pedestrian protection at the signalised intersection and report back to the representative for the Member for Newtown.

**LTC0922(1) Item 15 Update on parking on Kensington Road at Liverpool Road, Summer Hill**

The IWBC representative asked for an update to the issue of vehicles parking too close to the corner on Kensington Road at Liverpool Road, Summer Hill that was raised at a previous meeting. Council Officers advised that works to formalise statutory 'No Stopping' on Kensington Road has been listed for action.

**LTC0922(1) Item 16 Safety concerns with cycleway on Livingstone Road, Marrickville**

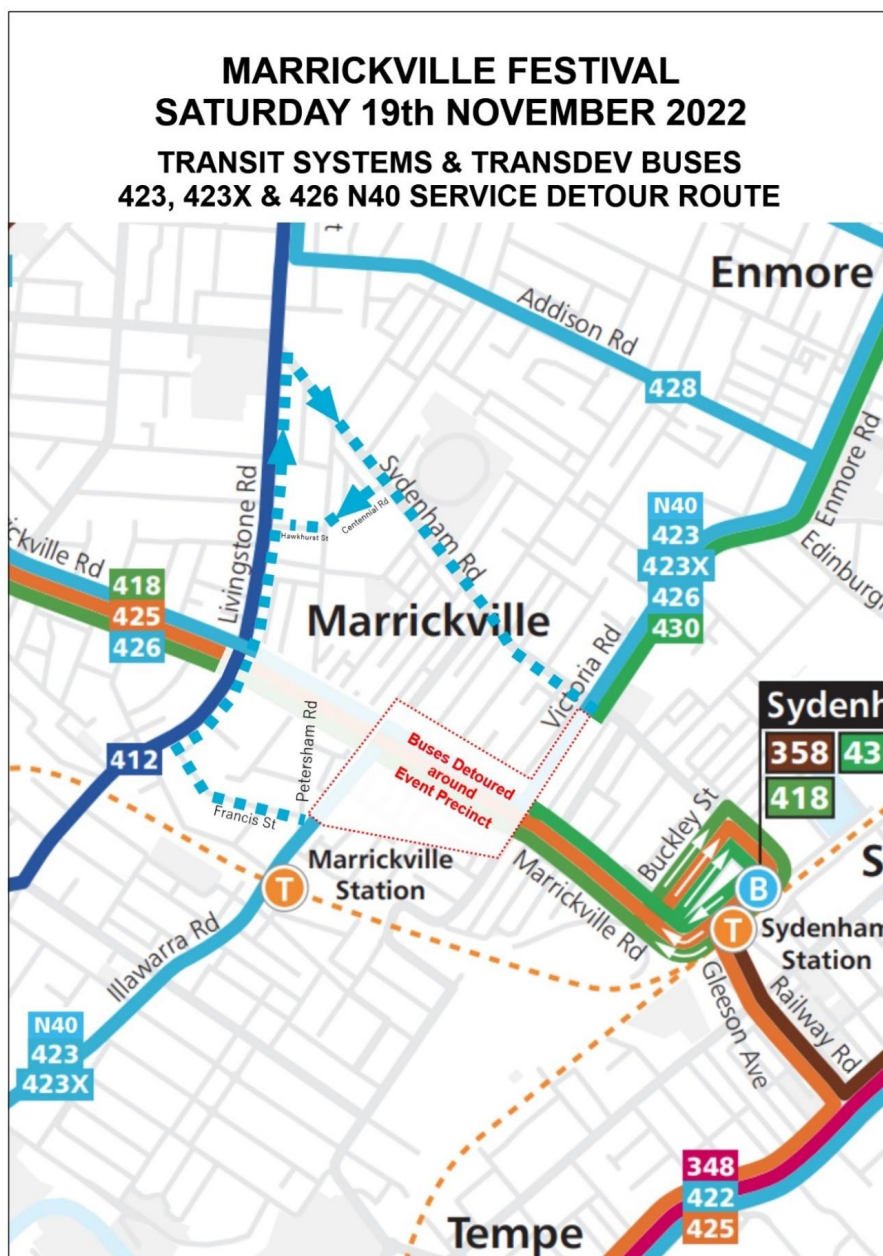
Cr Langford raised concerns with safety on the new Livingstone Road cycleway in Marrickville and asked what was the best way to discuss these concerns and make suggestions on improvements. Cr Langford was advised to contact Council Officers to arrange an on site meeting.

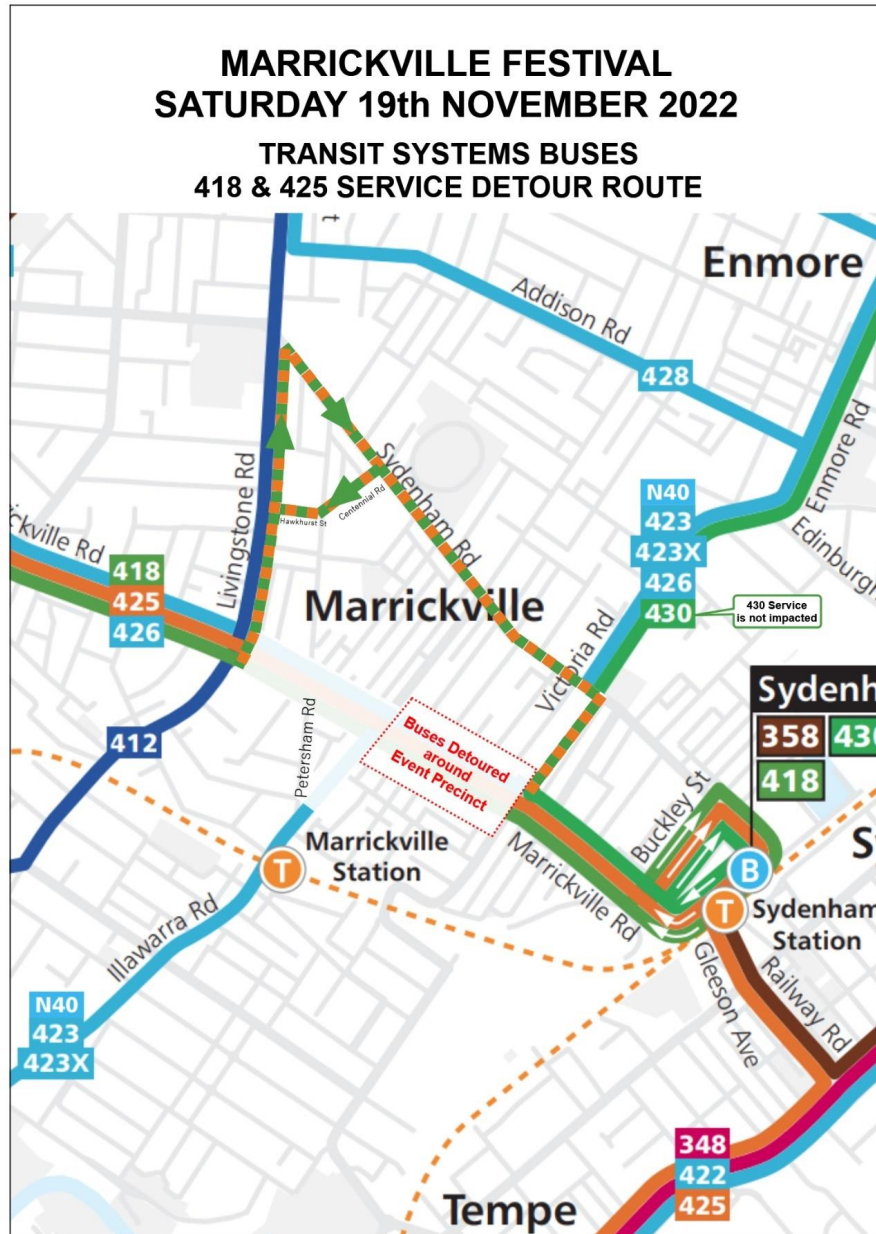
**LTC0922(1) Item 17 T3 Bankstown Line upgrade work engagement outcomes report**

Council Officers tabled the engagement outcomes report prepared by the State Government on the T3 Bankstown Line upgrade work that will close Dulwich Hill, Marrickville and Sydenham train stations (Attachment 3). Buses will replace trains during the rail closures from 24 September 2022 to 9 October 2022 and 26 December 2022 to 12 January 2023. The report will be circulated to the Committee members.

Meeting closed at 11.37am.

Attachment 1





### Attachment 2



LEGISLATIVE ASSEMBLY

16 September 2022

Mr Peter Gainsford  
General Manager  
Inner West Council  
PO Box 14  
PETERSHAM NSW 2049

Attention: Manod Wickramasinghe

Dear Mr Gainsford,

**RE: Bunnings development at 728-750 Princes Highway, Tempe, & the  
Tempe South Local Area Traffic Management Study (LATM)**

I write again in relation to the Tempe Bunnings site with the associated South Tempe LATM and the Public Re-exhibition of the revised LATM.

I understand that the response from Transport for NSW (TfNSW) to the Inner West Council's independent study and request to install traffic lights on the **Bunnings store access laneway to the Princes Highway** has not been supported. As a result, the Bunnings Development may proceed without a signalised access laneway to the Pacific Highway and the unsignalised right hand turn across the highway into the store.

I note that TfNSW does not support the signalised concept identified in the report due to the identified road safety risks, design constraints, deterioration of the network and the associated impacts to the adjacent property access and requiring significant internal design change to the approved development.

I wish to formally record my disappointment with the decision and restate my concerns about safety issues with the unsignalised operation of the Bunnings Lane to the Princes Highway. I further request the operation of this lane be formally included as part of the proposed 12-month review of the LATM. It is currently not mentioned in the LATM.

I further support resident requests that the proposed road closure at Brooklyn Street be brought forward with the adopted treatments to other streets affected by Bunnings traffic rather than delayed for 12 months.

I also note the difficulty facing local residents on the southern side of the Princes Highway if the physical barrier or 'kerb blister island' to restrict the left turn into Smith

Electorate Office: Shop 117, 747 Botany Rd, Rosebery, NSW 2018

Mail: PO Box 222, Rosebery NSW 1445

Phone: (02) 9699 8166 Fax: (02) 9699 8222 Email: [Heffron@parliament.nsw.gov.au](mailto:Heffron@parliament.nsw.gov.au)  
[www.ronhoenig.net](http://www.ronhoenig.net)

Street, from the Bunnings Smith Street driveway, is not substantial. I request that the special treatment be provided to stop the left-hand turn.

I request that my concerns be formally recorded at the Inner West Traffic Committee to be held on 19 September 2022.

Yours sincerely,

  
**Ron Hoenig MP**  
**Member for Heffron**

### Attachment 3

#### TRANSPORT

# Community Consultation Report

Sydenham to Bankstown Temporary Transport Plan –  
Proposed temporary kerbside changes

Dulwich Hill, Marrickville and Sydenham stations –  
**Inner West Council**

22 August 2022

[transport.nsw.gov.au](https://transport.nsw.gov.au)



## Table of Contents

Introduction .....	3
Purpose of this report .....	3
Proposed temporary kerbside changes .....	3
Dulwich Hill .....	3
Marrickville .....	3
Sydenham .....	3
Community Consultation .....	4
Consultation feedback received .....	5
Consultation outcomes .....	5
Community Information Campaign .....	5
Appendix A – Community notifications for temporary kerbside changes .....	6
Appendix B – Notification tracking maps .....	8
Appendix C – Temporary Transport Plan project web page .....	9

### TRANSPORT

#### Introduction

Rail upgrade work is proposed to take place between Sydenham and Bankstown stations from Saturday 24 September to Sunday 9 October 2022 and from Monday 26 December 2022 to Thursday 12 January 2023. This work has been planned to take place in the October and December/January school holidays when there are fewer customers on the rail network.

To keep customers moving, Transport for NSW (TfNSW) is implementing a Sydenham to Bankstown Temporary Transport Plan (TTP) where frequent buses will replace trains during this time.

To accommodate these buses and ensure minimal disruption to traffic, some temporary changes to kerbside parking are proposed around stations between Sydenham and Bankstown as well as Lidcombe and Central.

#### Purpose of this report

This report provides an overview of community consultation undertaken for temporary kerbside changes around Dulwich Hill, Marrickville and Sydenham stations which were proposed to support the Sydenham to Bankstown Temporary Transport Plans.

A summary of the feedback received is provided along with any changes that have been made to the Plan in response to feedback.

#### Proposed temporary kerbside changes

Representatives from the Temporary Transport Plan project team notified Inner West Council on the Temporary Transport Plans. This included information on the operation of buses to support customers during the closure of the T3 line between Sydenham to Bankstown in the September and December/January school holidays.

Temporary kerbside changes at Dulwich Hill, Marrickville and Sydenham were proposed to support the bus operation and initial feedback was sought.

The following kerbside changes were proposed to local residents and businesses:

#### Dulwich Hill

- Extend the bus zone on the northern side of Dudley Street utilising:
  - One loading zone space (7 metres) currently signed between 8.30am and 6pm, Monday to Friday and between 8.30am and 12.30pm on Saturday.
  - Three parking spaces (18 metres) currently signed as 30 minute parking between 8.30am and 6pm Monday to Friday and between 8.30am and 12.30pm on Saturday.
- Extend the bus zone on the southern side of Dudley Street utilising one parking space (7 metres) currently signed as unrestricted parking.

#### Marrickville

- Extend the bus zone on the western side of Illawarra Road by utilising one parking space (7 metres) currently signed as 1-hour parking between 8.30am and 6pm.

#### Sydenham

- Create a bus zone on the southern side of Lower Railway Parade (between Marrickville Road and Sydenham Road) currently 45 degree parking utilising:
  - 46 parking spaces (122 metres) currently signed All-day parking

### TRANSPORT

- 11 parking spaces (32 metres) currently signed 4-hour 8.30am to 6pm, Monday to Friday.
- Create a bus zone on the northern side of Burrows Avenue (prior to Gleeson Avenue) utilising 14 parking spaces (50 metres) currently signed unrestricted parking.
- Create a bus zone on the southern side of Burrows Avenue (prior to Gleeson Avenue) utilising 9 parking spaces (58 metres) currently signed unrestricted parking.
- Create a bus zone on the north-eastern side of Railway Road (prior to Gleeson Avenue) utilising 3 parking spaces (18 metres) currently signed 2-hour parking 8.00am to 10pm, Monday to Friday
- Extend the bus zone on the eastern side of Gleeson Avenue (between Burrows Avenue and Unwins Bridge Road) utilising 2 parking spaces (12 metres) currently signed 1-hour 9.00am to 3.30pm, Monday to Friday.

### Community Consultation

Community consultation on the proposed temporary parking changes in Dulwich Hill, Marrickville and Sydenham, was undertaken for a two week period from Monday 8 August to Friday 19 August, 2022.

Community notifications were delivered to residents and businesses by a professional distribution company operating under a COVID Safe Plan.

The objective of the consultation was to raise awareness of the proposed temporary parking changes needed to operate additional buses for the planned closures of the T3 Bankstown Line.

Local businesses and residents were asked to provide their feedback to help the project team refine bus operations in and around station precincts.

The consultation program consisted of the following activities:

- Letter box drop of 2326 notifications to businesses and residents within a 200 metre radius of the three station locations
  - Dulwich Hill – 883 notifications
  - Marrickville – 1218 notifications
  - Sydenham – 225 notifications.
- A 24/7 phone number 1800 131 786 to receive feedback, answer any questions and provide the community with more information
- Project email address [TTP@transport.nsw.gov.au](mailto:TTP@transport.nsw.gov.au) to receive feedback, answer any questions and provide the community with more information
- A project web page was created to provide more information, digital copies of the notifications and information about how to provide feedback.

Copies of the community consultation materials are available in the Appendices.

### TRANSPORT

#### Consultation feedback received

Station precinct	Community feedback received	TfNSW response
Dulwich Hill	1 compliant received in relation to the notification and the Arabic translation for TfNSW's Translator Services which was illegible.	TfNSW contacted the resident and apologised. A formatting error for the notification resulted in the Arabic translation being expanded and illegible. TfNSW has taken steps to ensure this is rectified.  Temporary kerbside changes are the same as the previous TTP in July 22 with no reported issues.
Marrickville	Nil received	Temporary kerbside changes are reduced from the previous TTP in July 22 with no reported issues.
Sydenham	Nil received	Temporary kerbside changes are the same as the previous TTP in July 22 with no reported issues.

#### Consultation outcomes

TfNSW has prepared submissions to local councils and their traffic committees for the Sydenham to Bankstown Temporary Transport Plan. As part of these submissions, community consultation has been undertaken with local residents and businesses in proximity to the bus zones around stations on the proposed temporary parking changes.

There was 1 complaint received in relation to the notification and the Arabic translation for TfNSW's Translator Services. There were no submissions received from the community on the proposed temporary parking changes during the consultation period of between Monday 8 August and Friday 19 August 2022.

Based on no feedback in relation to the proposed kerbside changes raised by local residents and businesses on the temporary parking changes, no further changes to the temporary parking plans are proposed.

#### Community Information Campaign

The Temporary Transport Plan will be supported with an extensive Community Information Campaign which includes:

- Multilingual communications collateral and advertising in relevant channels
- Geo-targeted social and digital campaign
- Wayfinding Strategy with posters and maps to direct customers
- Customer planning information uploaded to TfNSW's Trip Planner
- Sydney Trains platform and train customer announcements
- Customer information personnel located at all station locations to assist customers during this time.

## TRANSPORT

### Appendix A – Community notifications for temporary kerbside changes

Community notifications were distributed via letter box drop. Examples of the notifications are provided below.

#### Dulwich Hill - 883 community notifications distributed

Transport for NSW  
8 August 2022

**Proposed Temporary Parking Changes**  
T3 Bankstown Line upgrade work - Dulwich Hill Station

**What is happening?**  
The next set of upgrade work will take place between Sydenham and Bankstown from Saturday 24 September to Sunday 9 October 2022 and from Monday 24 December 2022 to Sunday 15 January 2023. This work has been planned to take place in the October and December/January school holidays when there are fewer customers on the rail network.

To keep customers moving, frequent buses will replace trains during these times. To accommodate the additional buses and ensure minimal disruption to traffic, some temporary parking changes are proposed around Dulwich Hill Station.

**What do I need to know?**  
From Saturday 24 September to Sunday 10 October 2022 and from Monday 24 December 2022 to Sunday 15 January 2023, the following temporary kerbside changes are proposed:

- Extend the bus zone on the northern side of Dudley Street utilising:
  - One loading zone space (7 metres) currently signed between 8.30am and 6pm, Monday to Friday and between 8.30am and 12.30pm on Saturday
  - Three parking spaces (18 metres) currently signed as 30 minute parking between 8.30am and 6pm Monday to Friday and between 8.30am and 12.30pm on Saturday
- Extend the bus zone on the southern side of Dudley Street utilising one parking space (7 metres) currently signed unrestricted parking.

The proposed temporary parking changes will allow for the safe operation of buses and will only be in place during these weeks. Please see the map on the back of this notification for more information about the temporary parking changes.

**Provide your feedback**  
Transport for NSW welcomes community feedback on the proposed changes to help refine bus operations in and around the station precinct. Please provide your feedback by 5pm 19 August 2022 via the following channels:

Email: [T3Feedback@transport.nsw.gov.au](mailto:T3Feedback@transport.nsw.gov.au)  
Phone: 1800 171 356  
For more information: [transport.nsw.gov.au/dulwichhillbankstown](https://www.transport.nsw.gov.au/dulwichhillbankstown)

Transport for NSW Page 1 of 2

**Map of the proposed temporary kerbside changes**

**Simplified Chinese**  
因本週末及假期期间进行铁路工程升级，在悉尼至邦斯敦线路上，将暂停火车服务。为了保持乘客移动，在此期间将增加巴士班次。为了配合增加的巴士并确保对交通的干扰降至最低，建议在杜利奇山站周边实施一些临时停车变更。

**Traditional Chinese**  
由於本週末及假期期間鐵路工程升級，在悉尼至邦斯敦線路上，將暫停火車服務。為了保持乘客移動，在這些期間將增加巴士班次。為了配合增加的巴士並確保對交通的干擾降至最低，建議在杜利奇山站周邊實施一些臨時停車變更。

**Arabic**  
لدى تخطيط العمل على تحديث خطوط السكك الحديدية بين سيدني وبنكستاون من يوم السبت 24 سبتمبر إلى يوم الأحد 9 أكتوبر 2022 ومن يوم الاثنين 24 ديسمبر 2022 إلى يوم الأحد 15 يناير 2023. تم التخطيط لهذا العمل ليتم إجراؤه خلال العطلات المدرسية في أكتوبر وديسمبر/يناير عندما يكون عدد الركاب على شبكة السكك الحديدية أقل.

Transport for NSW Page 2 of 2

#### Marrickville - 1218 community notifications distributed

Transport for NSW  
8 August 2022

**Proposed Temporary Parking Changes**  
T3 Bankstown Line upgrade work - Marrickville Station

**What is happening?**  
Rail upgrade work will take place between Sydenham and Bankstown from Saturday 24 September to Sunday 9 October 2022 and from Monday 24 December 2022 to Sunday 15 January 2023. This work has been planned to take place in the October and December/January school holidays when there are fewer customers on the rail network.

To keep customers moving, frequent buses will replace trains during these times. To accommodate the additional buses and ensure minimal disruption to traffic, a temporary parking change is proposed around Marrickville Station.

**What do I need to know?**  
From Saturday 24 September to Sunday 10 October 2022 and from Monday 24 December 2022 to Sunday 15 January 2023, the following temporary kerbside change is proposed:

- Extend the bus zone on the western side of Murrumbidgee Road utilising one parking space (7 metres) currently signed as 1 hour parking between 8.30am and 6pm.

The proposed temporary parking change will allow for the safe operation of buses and will only be in place during these weeks. Please see the map on the back of this notification for more information about the temporary parking change.

**Provide your feedback**  
Transport for NSW welcomes community feedback on the proposed changes to help refine bus operations in and around the station precinct. Please provide your feedback by 5pm 19 August 2022 via the following channels:

Email: [T3Feedback@transport.nsw.gov.au](mailto:T3Feedback@transport.nsw.gov.au)  
Phone: 1800 171 356  
For more information: [transport.nsw.gov.au/dulwichhillbankstown](https://www.transport.nsw.gov.au/dulwichhillbankstown)

Transport for NSW Page 1 of 2

**Map of the proposed temporary kerbside change**

**Simplified Chinese**  
因本週末及假期期间进行铁路工程升级，在悉尼至邦斯敦线路上，将暂停火车服务。为了保持乘客移动，在此期间将增加巴士班次。为了配合增加的巴士并确保对交通的干扰降至最低，建议在马里奇维尔站周边实施一些临时停车变更。

**Traditional Chinese**  
由於本週末及假期期間鐵路工程升級，在悉尼至邦斯敦線路上，將暫停火車服務。為了保持乘客移動，在這些期間將增加巴士班次。為了配合增加的巴士並確保對交通的干擾降至最低，建議在馬里奇維爾站周邊實施一些臨時停車變更。

**Arabic**  
لدى تخطيط العمل على تحديث خطوط السكك الحديدية بين سيدني وبنكستاون من يوم السبت 24 سبتمبر إلى يوم الأحد 9 أكتوبر 2022 ومن يوم الاثنين 24 ديسمبر 2022 إلى يوم الأحد 15 يناير 2023. تم التخطيط لهذا العمل ليتم إجراؤه خلال العطلات المدرسية في أكتوبر وديسمبر/يناير عندما يكون عدد الركاب على شبكة السكك الحديدية أقل.

Transport for NSW Page 2 of 2

## TRANSPORT

### Sydenham - 219 community notifications distributed

Transport for NSW  
8 August 2022

## Proposed Temporary Parking Changes

T3 Bankstown Line upgrade work - Sydenham Station

**What is happening?**  
Rail upgrade work will take place between Sydenham and Bankstown from Saturday 24 September to Sunday 9 October 2022 and from Monday 26 December 2022 to Sunday 16 January 2023. The work has been planned to take place in the Christmas and December/January school holidays when there are fewer customers on the rail network.

To keep customers moving, frequent buses will replace trains during these times. To accommodate the additional buses and ensure minimal disruption to traffic, some temporary parking changes are proposed around Sydenham Station.

**What do I need to know?**  
From **Saturday 24 September to Sunday 10 October 2022** and from **Sunday 26 December 2022 to Sunday 16 January 2023**, the following temporary kerbside changes are proposed:

- Create a bus zone on the southern side of Lower Railway Parade (between Marrickville Road and Sydenham Road) currently All-day parking utilising:
  - 85 parking spaces (22 metres) currently signed All-day parking
  - 17 parking spaces (20 metres) currently signed 4-hour 8.30am to 5pm, Monday to Friday
- Create a bus zone on the northern side of Barrows Avenue (prior to Gleeson Avenue) utilising 14 parking spaces (20 metres) currently signed unrestricted parking.
- Create a bus zone on the northern side of Barrows Avenue (prior to Gleeson Avenue) utilising 9 parking spaces (20 metres) currently signed unrestricted parking.
- Create a bus zone on the north-eastern side of Railway Road (prior to Gleeson Avenue) utilising 3 parking spaces (20 metres) currently signed 2-hour parking 8.00am to 10pm, Monday to Friday
- Extend the bus zone on the western side of Gleeson Avenue (between Barrows Avenue and Urmah Bridge Road) utilising 2 parking spaces (20 metres) currently signed 1-hour 8.00am to 3.30pm, Monday to Friday

The proposed temporary parking changes will allow for the safe operation of buses and will only be in place during these weeks. Please see the map on the back of this notification for more information about the temporary parking changes.

**Provide your feedback**  
Transport for NSW welcomes community feedback on the proposed changes to help refine bus operations in and around the station precinct. Please provide your feedback by 10pm 18 August 2022 via the following channels:

Email: [1313000@transport.nsw.gov.au](mailto:1313000@transport.nsw.gov.au)  
Phone: 1800 171 386  
For more information: <https://www.transport.nsw.gov.au/transport-upgrade-work>

Transport for NSW  
Page 1 of 2

Map of the proposed temporary kerbside changes

**Simplified Chinese**  
因巴士升級工程，本局將於 2022 年 9 月 24 日至 10 月 10 日，以及 2022 年 12 月 26 日至 2023 年 1 月 16 日，在悉尼漢姆站至班克斯敦站之間進行鐵路升級工程。為了確保巴士在這些期間能夠順利行駛，本局將在悉尼漢姆站周邊實施一些臨時停車位調整。詳情請參閱本通知書。

**Traditional Chinese**  
因巴士升級工程，本局將於 2022 年 9 月 24 日至 10 月 10 日，以及 2022 年 12 月 26 日至 2023 年 1 月 16 日，在悉尼漢姆站至班克斯敦站之間進行鐵路升級工程。為了確保巴士在這些期間能夠順利行駛，本局將在悉尼漢姆站周邊實施一些臨時停車位調整。詳情請參閱本通知書。

**Arabic**  
لدى النقل في نيو ساوث ويلز خطط لترقية الخطوط الحديدية بين سيدني هام وبنكستون من يوم السبت 24 سبتمبر إلى يوم الأحد 10 أكتوبر 2022 ومن يوم الأحد 26 ديسمبر 2022 إلى يوم الأحد 16 يناير 2023. تم التخطيط لهذه الأعمال لتتم خلال فترات إجازة عيد الميلاد وديسمبر/يناير المدارس عندما يكون عدد الركاب على الشبكة أقل.

لضمان استمرار حركة الحافلات خلال هذه المدة، سيتم استبدال القطارات بالحافلات المتكررة خلال هذه المدة. لتسهيل هذه الحافلات الإضافية وتقليل الاضطراب المروري، تم اقتراح تغييرات مؤقتة في مواقف السيارات حول محطة سيدني هام.

الوقت الذي نحتاجه إلى إكمال هذه التغييرات هو 24 سبتمبر إلى 10 أكتوبر 2022 ومن 26 ديسمبر 2022 إلى 16 يناير 2023. التغييرات المقترحة هي:

- إنشاء منطقة حافلات على الجانب الجنوبي من Lower Railway Parade (بين Marrickville Road وSydenham Road) حاليًا مواقف سيارات طوال اليوم باستخدام:
  - 85 مواقف سيارات (22 مترًا) حاليًا موقعة All-day parking
  - 17 مواقف سيارات (20 مترًا) حاليًا موقعة 4 ساعة 8.30am إلى 5pm، من الاثنين إلى الجمعة
- إنشاء منطقة حافلات على الجانب الشمالي من Barrows Avenue (قبل Gleeson Avenue) باستخدام 14 مواقف سيارات (20 مترًا) حاليًا موقعة unrestricted parking.
- إنشاء منطقة حافلات على الجانب الشمالي من Barrows Avenue (قبل Gleeson Avenue) باستخدام 9 مواقف سيارات (20 مترًا) حاليًا موقعة unrestricted parking.
- إنشاء منطقة حافلات على الجانب الشمالي الشرقي من Railway Road (قبل Gleeson Avenue) باستخدام 3 مواقف سيارات (20 مترًا) حاليًا موقعة 2 ساعة 8.00am إلى 10pm، من الاثنين إلى الجمعة
- تمديد المنطقة الحافلات على الجانب الغربي من Gleeson Avenue (بين Barrows Avenue وUrmah Bridge Road) باستخدام 2 مواقف سيارات (20 مترًا) حاليًا موقعة 1 ساعة 8.00am إلى 3.30pm، من الاثنين إلى الجمعة

التغييرات المقترحة في مواقف السيارات ستسمح بتشغيل الحافلات بأمان ولن تكون في مكانها خلال هذه الأسابيع. يرجى رؤية الخريطة على ظهر هذا الإشعار لمزيد من المعلومات حول التغييرات في مواقف السيارات.

**Provide your feedback**  
Transport for NSW welcomes community feedback on the proposed changes to help refine bus operations in and around the station precinct. Please provide your feedback by 10pm 18 August 2022 via the following channels:

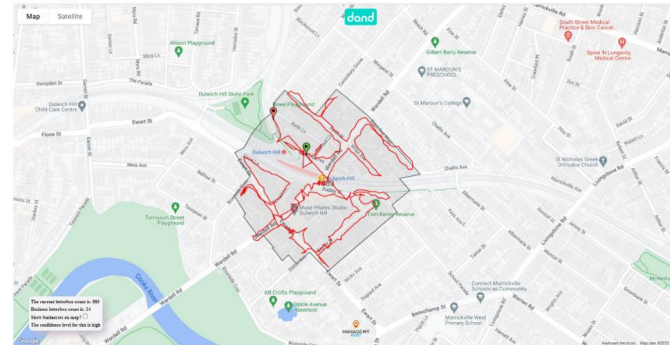
Email: [1313000@transport.nsw.gov.au](mailto:1313000@transport.nsw.gov.au)  
Phone: 1800 171 386  
For more information: <https://www.transport.nsw.gov.au/transport-upgrade-work>

Transport for NSW  
Page 2 of 2

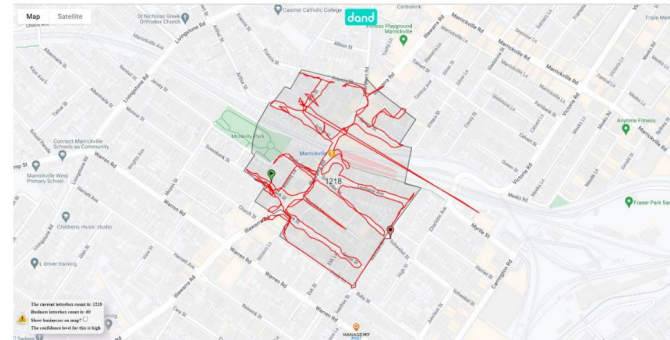
TRANSPORT

## Appendix B – Notification tracking maps

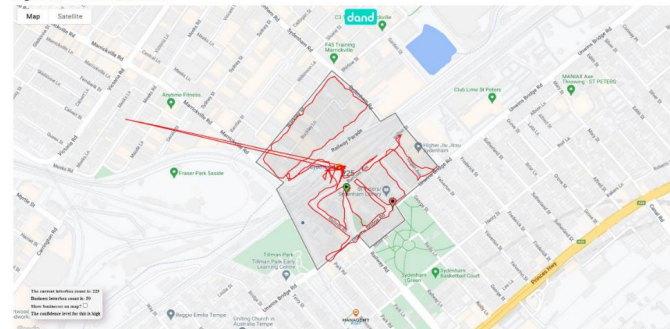
### Dulwich Hill distribution



### Marrickville distribution



### Sydenham distribution

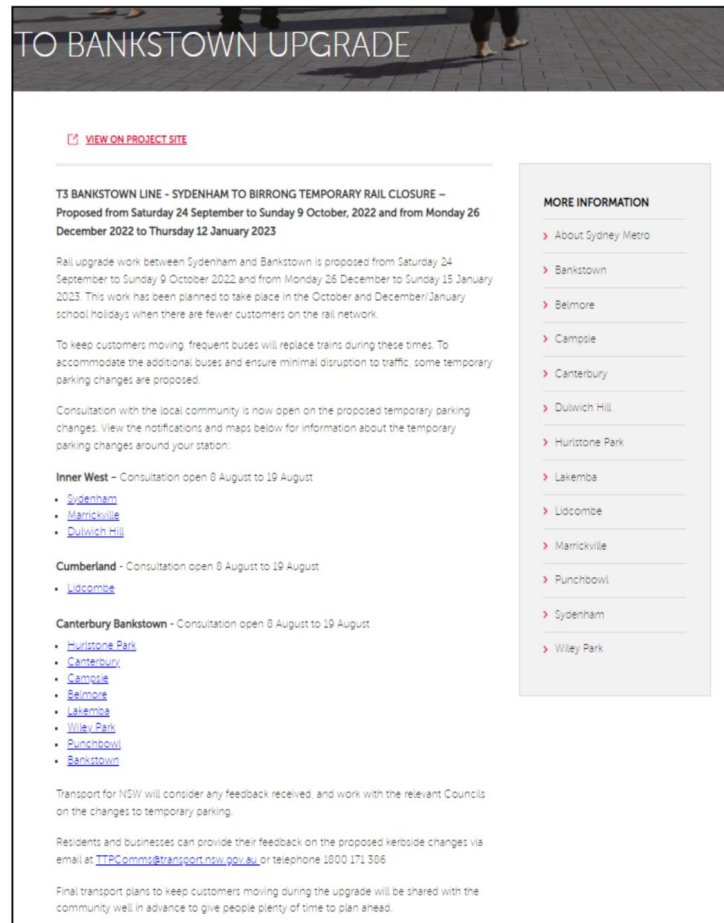


### TRANSPORT

#### Appendix C – Temporary Transport Plan project web page

Community notifications and links for further information were placed online at [www.mysydney.nsw.gov.au/SydenhamtoBankstown](http://www.mysydney.nsw.gov.au/SydenhamtoBankstown)

Refer to the screenshot below:



**Item No:** C1022(1) Item 14

**Subject:** COUNCIL'S MODEL CODE OF CONDUCT

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

**Authorised By:** Kelly Loveridge - Director Corporate

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## RECOMMENDATION

That Council

1. Place the draft Model Code of Conduct, as attached, on public exhibition for a period of 28 days.
  2. Consider the results of the public exhibition process when adopting the final Model Code of Conduct.
  3. Note the new Gifts, Benefits and Hospitality Guideline; and
  4. Note that no changes are required to the Procedures for the Administration of the Model Code of Conduct.
- 

## DISCUSSION

A council must, within 12 months after each ordinary election, review its adopted Model Code of Conduct and make such adjustments as it considers appropriate, in accordance with the *Local Government Act 1993*.

In light of the above, a review has been undertaken of the current Model Code of Conduct and only two changes, as detailed below, are being proposed.

The review was also undertaken in accordance with Section 440(4) '*A council's adopted code has no effect to the extent that it is inconsistent with the model code as in force for the time being*'; and that Council can only add provisions into the Model Code of Conduct if they are more onerous than those prescribed in the Model Code of Conduct.

The first proposed change is to the value or cumulative value of token gifts and benefits being increased from the current \$50 to \$100. This change aligns Councils Code of Conduct with the OLG Model Code of Conduct.

The second proposed change is a minor formatting change to section 5.24 to provide better clarity for readers with an improved sentence structure.

The review has only suggested minor changes as Council's Model Code of Conduct already reflects the current OLG Model Code of Conduct. As and when OLG publishes a new Model Code of Conduct, Council will again undertake a review and bring back a report to Council, this is estimated to be at the end of 2023.

Additionally, the preparation of a Guideline for Gifts, Benefits and Hospitality for Councillors and Staff has been developed to assist Council officials with their obligations in relation to the management of such (Attachment 2).

Lastly, a review of the Procedures for the Administration of the Model Code of Conduct (Procedures) has been undertaken. Council's current Procedures are still aligned to the OLG

Model Procedures, in accordance with Section 440AA of the *Local Government Act 1993* and are not impacted by the two minor proposed changes for the Model Code of Conduct. In light of this, there are no proposed changes to Council's current Procedures.

## **FINANCIAL IMPLICATIONS**

There are no financial implications in endorsing the draft amended Model Code of Conduct being placed on public exhibition.

## **ATTACHMENTS**

1. [↓](#) Amended - Model Code of Conduct 2022
2. [↓](#) New - Gifts, Benefits and Hospitality Guideline
3. [↓](#) Current - Procedures for Administration of the Code of Conduct

Attachment 1



# Model Code of Conduct

11/03/2022/0622

<b>Title</b>	<b>Model Code of Conduct</b>
<b>Summary</b>	The Policy outlines the expected behavioural standards for Council Officials
<b>Document Type</b>	Code
<b>Relevant Strategic Plan Objective</b>	Strategic Direction 5: Progressive, responsive and effective civic leadership
<b>Legislative Reference</b>	<ul style="list-style-type: none"> <li>• <i>Local Government Act 1993</i></li> <li>• <i>Local Government (General) Regulation 2005.</i></li> </ul>
<b>Related Council Documents</b>	<ul style="list-style-type: none"> <li>• Gifts, Benefits and Hospitality Guideline</li> <li>• Gifts, Benefits and Hospitality Form</li> <li>• Secondary Employment Form</li> <li>• Conflict of Interest Forms</li> <li>• Code of Meeting Practice</li> <li>• OLG Guide to Completing Returns of Interest</li> </ul>
<b>Version Control</b>	See last page

## Contents

PART 1	INTRODUCTION.....	4
PART 2	DEFINITIONS.....	5
PART 3	GENERAL CONDUCT OBLIGATIONS .....	7
PART 4	PECUNIARY INTERESTS .....	10
PART 5	NON-PECUNIARY CONFLICTS OF INTEREST .....	17
PART 6	PERSONAL BENEFIT.....	22
PART 7	RELATIONSHIPS BETWEEN COUNCIL OFFICIALS .....	26
PART 8	ACCESS TO INFORMATION AND COUNCIL RESOURCES .....	28
PART 9	MAINTAINING THE INTEGRITY OF THIS CODE .....	32
	SCHEDULE 1: DISCLOSURES OF INTERESTS AND OTHER MATTERS IN WRITTEN RETURNS SUBMITTED UNDER CLAUSE 4.21 .....	35
	Part 1: Preliminary.....	35
	Part 2: Pecuniary interests to be disclosed in returns.....	37
	SCHEDULE 2: FORM OF WRITTEN RETURN OF INTERESTS SUBMITTED UNDER CLAUSE 4.21 .....	43
	SCHEDULE 3: FORM OF SPECIAL DISCLOSURE OF PECUNIARY INTEREST SUBMITTED UNDER CLAUSE 4.37.....	48
PART 10	Administrative Changes .....	51
PART 11	Version Control – Policy History .....	51

## PART 1 INTRODUCTION

This Model Code of Conduct for Local Councils in NSW (“the Model Code of Conduct”) is made under section 440 of the *Local Government Act 1993* (“LGA”) and the *Local Government (General) Regulation 2005* (“the Regulation”).

The Model Code of Conduct sets the minimum standards of conduct for council officials. It is prescribed by regulation to assist council officials to:

- understand and comply with the standards of conduct that are expected of them
- enable them to fulfil their statutory duty to act honestly and exercise a reasonable degree of care and diligence (section 439)
- act in a way that enhances public confidence in local government.

Section 440 of the LGA requires every council (including county councils) and joint organisation to adopt a code of conduct that incorporates the provisions of the Model Code of Conduct. A council’s or joint organisation’s adopted code of conduct may also include provisions that supplement the Model Code of Conduct and that extend its application to persons that are not “council officials” for the purposes of the Model Code of Conduct (e.g., volunteers, contractors and members of wholly advisory committees).

A council’s or joint organisation’s adopted code of conduct has no effect to the extent that it is inconsistent with the Model Code of Conduct. However, a council’s or joint organisation’s adopted code of conduct may prescribe requirements that are more onerous than those prescribed in the Model Code of Conduct.

Councillors, administrators, members of staff of councils, delegates of councils, (including members of council committees that are delegates of a council) and any other person a council’s adopted code of conduct applies to, must comply with the applicable provisions of their council’s code of conduct. It is the personal responsibility of council officials to comply with the standards in the code and to regularly review their personal circumstances and conduct with this in mind.

Failure by a councillor to comply with the standards of conduct prescribed under this code constitutes misconduct for the purposes of the LGA. The LGA provides for a range of penalties that may be imposed on councillors for misconduct, including suspension or disqualification from civic office. A councillor who has been suspended on three or more occasions for misconduct is automatically disqualified from holding civic office for five years.

Failure by a member of staff to comply with a council’s code of conduct may give rise to disciplinary action.

**Note:** References in the Model Code of Conduct to councils are also to be taken as references to county councils and joint organisations.

**Note:** In adopting the Model Code of Conduct, joint organisations should adapt it to substitute the terms “board” for “council”, “chairperson” for “mayor”, “voting representative” for “councillor” and “executive officer” for “general manager”.

**Note:** In adopting the Model Code of Conduct, county councils should adapt it to substitute the term “chairperson” for “mayor” and “member” for “councillor”.

## PART 2 DEFINITIONS

In this code the following terms have the following meanings:

administrator	an administrator of a council appointed under the LGA other than an administrator appointed under section 66
committee	see the definition of “council committee”
complaint	a code of conduct complaint made for the purposes of clauses 4.1 and 4.2 of the Procedures.
conduct	includes acts and omissions
council	includes county councils and joint organisations
council committee	a committee established by a council comprising of councillors, staff or other persons that the council has delegated functions to and the council’s audit, risk and improvement committee
council committee member	a person other than a councillor or member of staff of a council who is a member of a council committee other than a wholly advisory committee, and a person other than a councillor who is a member of the council’s audit, risk and improvement committee
council official	includes councillors, members of staff of a council, administrators, council committee members, delegates of council and, for the purposes of clause 4.16, council advisers
councillor	any person elected or appointed to civic office, including the mayor and includes members and chairpersons of county councils and voting representatives of the boards of joint organisations and chairpersons of joint organisations
delegate of council	a person (other than a councillor or member of staff of a council) or body, and the individual members of that body, to whom a function of the council is delegated

designated person	a person referred to in clause 4.8
election campaign	includes council, state and federal election campaigns has the same meaning as it has in the <i>Environmental Planning and Assessment Act 1979</i>
environmental planning instrument	
general manager	includes the executive officer of a joint organisation
joint organisation	a joint organisation established under section 400O of the LGA
LGA	Local Government Act 1993
local planning panel	a local planning panel constituted under the <i>Environmental Planning and Assessment Act 1979</i>
mayor	includes the chairperson of a county council or a joint organisation
members of staff of a Council	includes members of staff of county councils and joint organisations
the Office	Office of Local Government
personal information	information or an opinion (including information or an opinion forming part of a database and whether or not recorded in a material form) about an individual whose identity is apparent or can reasonably be ascertained from the information or opinion
the Procedures	the Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW prescribed under the Regulation
the Regulation	the Local Government (General) Regulation 2005
voting representative	a voting representative of the board of a joint organisation
wholly advisory committee	a council committee that the council has not delegated any functions to

## **PART 3 GENERAL CONDUCT OBLIGATIONS**

### **General conduct**

- 3.1 You must not conduct yourself in a manner that:
  - a) is likely to bring the council or other council officials into disrepute is contrary to statutory requirements or the council's administrative requirements or policies
  - b) is improper or unethical
  - c) is an abuse of power
  - d) causes, comprises or involves intimidation or verbal abuse
  - e) involves the misuse of your position to obtain a private benefit
  - f) constitutes harassment or bullying behaviour under this code or is unlawfully discriminatory.
- 3.2 You must act lawfully and honestly and exercise a reasonable degree of care and diligence in carrying out your functions under the LGA or any other Act. (*section 439*).

### **Fairness and equity**

- 3.3 You must consider issues consistently, promptly and fairly. You must deal with matters in accordance with established procedures, in a non-discriminatory manner.
- 3.4 You must take all relevant facts known to you, or that you should be reasonably aware of, into consideration and have regard to the particular merits of each case. You must not take irrelevant matters or circumstances into consideration when making decisions.
- 3.5 An act or omission in good faith, whether or not it involves error, will not constitute a breach of clauses 3.3 or 3.4.

### **Harassment and discrimination**

- 3.6 You must not harass or unlawfully discriminate against others or support others who harass or unlawfully discriminate against others, on the grounds of age, disability, race (including colour, national or ethnic origin or immigrant status), sex, pregnancy, marital or relationship status, family responsibilities or breastfeeding, sexual orientation, gender identity or intersex status or political, religious or other affiliation.
- 3.7 For the purposes of this code, "harassment" is any form of behaviour towards a person that:
  - a) is not wanted by the person
  - b) offends, humiliates or intimidates the person, and

- c) creates a hostile environment.

## Bullying

- 3.8 You must not engage in bullying behaviour towards others.
- 3.9 For the purposes of this code, “bullying behaviour” is any behaviour in which:
  - a) a person or a group of people repeatedly behaves unreasonably towards another person or a group of persons, and
  - b) the behaviour creates a risk to health and safety.
- 3.10 Bullying behaviour may involve, but is not limited to, any of the following types of behaviour:
  - a) aggressive, threatening or intimidating conduct
  - b) belittling or humiliating comments
  - c) spreading malicious rumours
  - d) teasing, practical jokes or ‘initiation ceremonies’
  - e) exclusion from work-related events
  - f) unreasonable work expectations, including too much or too little work, or work below or beyond a worker’s skill level
  - g) displaying offensive material
  - h) pressure to behave in an inappropriate manner.
- 3.11 Reasonable management action carried out in a reasonable manner does not constitute bullying behaviour for the purposes of this code. Examples of reasonable management action may include, but are not limited to:
  - a) performance management processes
  - b) disciplinary action for misconduct
  - c) informing a worker about unsatisfactory work performance or inappropriate work behaviour
  - d) directing a worker to perform duties in keeping with their job
  - e) maintaining reasonable workplace goals and standards
  - f) legitimately exercising a regulatory function
  - g) legitimately implementing a council policy or administrative processes.

## Work health and safety

- 3.12 All council officials, including councillors, owe statutory duties under the *Work Health and Safety Act 2011* (WHS Act). You must comply with your duties under the WHS Act and your responsibilities under any policies or procedures adopted by the council to ensure workplace health and safety. Specifically, you must:
  - a) take reasonable care for your own health and safety
  - b) take reasonable care that your acts or omissions do not adversely affect the health and safety of other persons

- c) comply, so far as you are reasonably able, with any reasonable instruction that is given to ensure compliance with the WHS Act and any policies or procedures adopted by the council to ensure workplace health and safety
- d) cooperate with any reasonable policy or procedure of the council relating to workplace health or safety that has been notified to council staff
- e) report accidents, incidents, near misses, to the general manager or such other staff member nominated by the general manager, and take part in any incident investigations
- f) so far as is reasonably practicable, consult, co-operate and coordinate with all others who have a duty under the WHS Act in relation to the same matter.

## **Regulatory or development decisions**

- 3.13 You must ensure that land use planning, development assessment and other regulatory decisions are properly made, and that all parties are dealt with fairly. You must avoid any occasion for suspicion of improper conduct in the exercise of land use planning, development assessment and other regulatory functions.
- 3.14 In exercising land use planning, development assessment and other regulatory functions, you must ensure that no action, statement or communication between yourself and others conveys any suggestion of willingness to improperly provide concessions or preferential or unduly unfavourable treatment.

## **Binding caucus votes**

- 3.15 You must not participate in binding caucus votes in relation to matters to be considered at a council or committee meeting.
- 3.16 For the purposes of clause 3.15, a binding caucus vote is a process whereby a group of councillors are compelled by a threat of disciplinary or other adverse action to comply with a predetermined position on a matter before the council or committee, irrespective of the personal views of individual members of the group on the merits of the matter before the council or committee.
- 3.17 Clause 3.15 does not prohibit councillors from discussing a matter before the council or committee prior to considering the matter in question at a council or committee meeting, or from voluntarily holding a shared view with other councillors on the merits of a matter.
- 3.18 Clause 3.15 does not apply to a decision to elect the mayor or deputy mayor, or to nominate a person to be a member of a council committee or a representative of the council on an external body.

## **Obligations in relation to meetings**

- 3.19 You must comply with rulings by the chair at council and committee meetings or other proceedings of the council unless a motion dissenting from the ruling is passed.
- 3.20 You must not engage in bullying behaviour (as defined under this Part) towards the chair, other council officials or any members of the public present during council or committee meetings or other proceedings of the council (such as, but not limited to, workshops and briefing sessions).
- 3.21 You must not engage in conduct that disrupts council or committee meetings or other proceedings of the council (such as, but not limited to, workshops and briefing sessions), or that would otherwise be inconsistent with the orderly conduct of meetings.
- 3.22 If you are a councillor, you must not engage in any acts of disorder or other conduct that is intended to prevent the proper or effective functioning of the council, or of a committee of the council. Without limiting this clause, you must not:
  - a) leave a meeting of the council or a committee for the purposes of depriving the meeting of a quorum, or
  - b) submit a rescission motion with respect to a decision for the purposes of voting against it to prevent another councillor from submitting a rescission motion with respect to the same decision, or
  - c) deliberately seek to impede the consideration of business at a meeting.

## **PART 4 PECUNIARY INTERESTS**

### **What is a pecuniary interest?**

- 4.1 A pecuniary interest is an interest that you have in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to you or a person referred to in clause 4.3.
- 4.2 You will not have a pecuniary interest in a matter if the interest is so remote or insignificant that it could not reasonably be regarded as likely to influence any decision you might make in relation to the matter, or if the interest is of a kind specified in clause 4.6.
- 4.3 For the purposes of this Part, you will have a pecuniary interest in a matter if the pecuniary interest is:
  - a) your interest, or
  - b) the interest of your spouse or de facto partner, your relative, or your partner or employer, or

- c) a company or other body of which you, or your nominee, partner or employer, is a shareholder or member.
- 4.4 For the purposes of clause 4.3:
- a) Your “relative” is any of the following:
    - i. your parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child
    - ii. your spouse’s or de facto partner’s parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child
    - iii. the spouse or de facto partner of a person referred to in paragraphs (i) and (ii).
  - b) “de facto partner” has the same meaning as defined in section 21C of the *Interpretation Act 1987*.
- 4.5 You will not have a pecuniary interest in relation to a person referred to in subclauses 4.3(b) or (c):
- a) if you are unaware of the relevant pecuniary interest of your spouse, de facto partner, relative, partner, employer or company or other body, or
  - b) just because the person is a member of, or is employed by, a council or a statutory body, or is employed by the Crown, or
  - c) just because the person is a member of, or a delegate of a council to, a company or other body that has a pecuniary interest in the matter, so long as the person has no beneficial interest in any shares of the company or body.

### What interests do not have to be disclosed?

- 4.6 You do not have to disclose the following interests for the purposes of this Part:
- a) your interest as an elector
  - b) your interest as a ratepayer or person liable to pay a charge
  - c) an interest you have in any matter relating to the terms on which the provision of a service or the supply of goods or commodities is offered to the public generally, or to a section of the public that includes persons who are not subject to this code
  - d) an interest you have in any matter relating to the terms on which the provision of a service or the supply of goods or commodities is offered to your relative by the council in the same manner and subject to the same conditions as apply to persons who are not subject to this code
  - e) an interest you have as a member of a club or other organisation or association, unless the interest is as the holder of an office in the club or organisation (whether remunerated or not)

- f) if you are a council committee member, an interest you have as a person chosen to represent the community, or as a member of a non-profit organisation or other community or special interest group, if you have been appointed to represent the organisation or group on the council committee
- g) an interest you have relating to a contract, proposed contract or other matter, if the interest arises only because of a beneficial interest in shares in a company that does not exceed 10 per cent of the voting rights in the company
- h) an interest you have arising from the proposed making by the council of an agreement between the council and a corporation, association or partnership, being a corporation, association or partnership that has more than 25 members, if the interest arises because your relative is a shareholder (but not a director) of the corporation, or is a member (but not a member of the committee) of the association, or is a partner of the partnership
- i) an interest you have arising from the making by the council of a contract or agreement with your relative for, or in relation to, any of the following, but only if the proposed contract or agreement is similar in terms and conditions to such contracts and agreements as have been made, or as are proposed to be made, by the council in respect of similar matters with other residents of the area:
  - I. the performance by the council at the expense of your relative of any work or service in connection with roads or sanitation
  - II. security for damage to footpaths or roads
  - III. any other service to be rendered, or act to be done, by the council by or under any Act conferring functions on the council, or by or under any contract
- j) an interest relating to the payment of fees to councillors (including the mayor and deputy mayor)
- k) an interest relating to the payment of expenses and the provision of facilities to councillors (including the mayor and deputy mayor) in accordance with a policy under section 252 of the LGA,
- l) an interest relating to an election to the office of mayor arising from the fact that a fee for the following 12 months has been determined for the office of mayor
- m) an interest of a person arising from the passing for payment of a regular account for the wages or salary of an employee who is a relative of the person
- n) an interest arising from being covered by, or a proposal to be covered by, indemnity insurance as a councillor or a council committee member

- o) an interest arising from the appointment of a councillor to a body as a representative or delegate of the council, whether or not a fee or other recompense is payable to the representative or delegate.
- 4.7 For the purposes of clause 4.6, "relative" has the same meaning as in clause 4.4 but includes your spouse or de facto partner.

**What disclosures must be made by a designated person?**

- 4.8 Designated persons include:
  - a) the general manager
  - b) other senior staff of the council for the purposes of section 332 of the LGA
  - c) a person (other than a member of the senior staff of the council) who is a member of staff of the council or a delegate of the council and who holds a position identified by the council as the position of a designated person because it involves the exercise of functions (such as regulatory functions or contractual functions) that, in their exercise, could give rise to a conflict between the person's duty as a member of staff or delegate and the person's private interest
  - d) a person (other than a member of the senior staff of the council) who is a member of a committee of the council identified by the council as a committee whose members are designated persons because the functions of the committee involve the exercise of the council's functions (such as regulatory functions or contractual functions) that, in their exercise, could give rise to a conflict between the member's duty as a member of the committee and the member's private interest.
- 4.9 A designated person:
  - a) must prepare and submit written returns of interests in accordance with clauses 4.21, and
  - b) must disclose pecuniary interests in accordance with clause 4.10.
- 4.10 A designated person must disclose in writing to the general manager (or if the person is the general manager, to the council) the nature of any pecuniary interest the person has in any council matter with which the person is dealing as soon as practicable after becoming aware of the interest.
- 4.11 Clause 4.10 does not require a designated person who is a member of staff of the council to disclose a pecuniary interest if the interest relates only to the person's salary as a member of staff, or to their other conditions of employment.
- 4.12 The general manager must, on receiving a disclosure from a designated person, deal with the matter to which the disclosure relates or refer it to another person to deal with.

- 4.13 A disclosure by the general manager must, as soon as practicable after the disclosure is made, be laid on the table at a meeting of the council and the council must deal with the matter to which the disclosure relates or refer it to another person to deal with.

**What disclosures must be made by council staff other than designated persons?**

- 4.14 A member of staff of council, other than a designated person, must disclose in writing to their manager or the general manager the nature of any pecuniary interest they have in a matter they are dealing with as soon as practicable after becoming aware of the interest.
- 4.15 The staff member's manager or the general manager must, on receiving a disclosure under clause 4.14, deal with the matter to which the disclosure relates or refer it to another person to deal with.

**What disclosures must be made by council advisers?**

- 4.16 A person who, at the request or with the consent of the council or a council committee, gives advice on any matter at any meeting of the council or committee, must disclose the nature of any pecuniary interest the person has in the matter to the meeting at the time the advice is given. The person is not required to disclose the person's interest as an adviser.
- 4.17 A person does not breach clause 4.16 if the person did not know, and could not reasonably be expected to have known, that the matter under consideration at the meeting was a matter in which they had a pecuniary interest.

**What disclosures must be made by a council committee member?**

- 4.18 A council committee member must disclose pecuniary interests in accordance with clause 4.28 and comply with clause 4.29.
- 4.19 For the purposes of clause 4.18, a "council committee member" includes a member of staff of council who is a member of the committee.

**What disclosures must be made by a councillor?**

- 4.20 A councillor:
- a) must prepare and submit written returns of interests in accordance with clause 4.21, and
  - b) must disclose pecuniary interests in accordance with clause 4.28 and comply with clause 4.29 where it is applicable.

**Disclosure of interests in written returns**

- 4.21 A councillor or designated person must make and lodge with the general manager a return in the form set out in schedule 2 to this code, disclosing the

councillor's or designated person's interests as specified in schedule 1 to this code within 3 months after:

- a) becoming a councillor or designated person, and
- b) 30 June of each year, and
- c) the councillor or designated person becoming aware of an interest they are required to disclose under schedule 1 that has not been previously disclosed in a return lodged under paragraphs (a) or (b).

4.22 A person need not make and lodge a return under clause 4.21, paragraphs (a) and (b) if:

- a) they made and lodged a return under that clause in the preceding 3 months, or
- b) they have ceased to be a councillor or designated person in the preceding 3 months.

4.23 A person must not make and lodge a return that the person knows or ought reasonably to know is false or misleading in a material particular.

4.24 The general manager must keep a register of returns required to be made and lodged with the general manager.

4.25 Returns required to be lodged with the general manager under clause 4.21(a) and (b) must be tabled at the first meeting of the council after the last day the return is required to be lodged.

4.26 Returns required to be lodged with the general manager under clause 4.21(c) must be tabled at the next council meeting after the return is lodged.

4.27 Information contained in returns made and lodged under clause 4.21 is to be made publicly available in accordance with the requirements of the *Government Information (Public Access) Act 2009*, the *Government Information (Public Access) Regulation 2009* and any guidelines issued by the Information Commissioner.

## Disclosure of pecuniary interests at meetings

4.28 A councillor or a council committee member who has a pecuniary interest in any matter with which the council is concerned, and who is present at a meeting of the council or committee at which the matter is being considered, must disclose the nature of the interest to the meeting as soon as practicable.

4.29 The councillor or council committee member must not be present at, or in sight of, the meeting of the council or committee:

- a) at any time during which the matter is being considered or discussed by the council or committee, or
- b) at any time during which the council or committee is voting on any question in relation to the matter.

- 4.30 In the case of a meeting of a board of a joint organisation, a voting representative is taken to be present at the meeting for the purposes of clauses 4.28 and 4.29 where they participate in the meeting by telephone or other electronic means.
- 4.31 A disclosure made at a meeting of a council or council committee must be recorded in the minutes of the meeting.
- 4.32 A general notice may be given to the general manager in writing by a councillor or a council committee member to the effect that the councillor or council committee member, or the councillor's or council committee member's spouse, de facto partner or relative, is:
- (a) a member of, or in the employment of, a specified company or other body, or
  - (b) a partner of, or in the employment of, a specified person.
- Such a notice is, unless and until the notice is withdrawn or until the end of the term of the council in which it is given (whichever is the sooner), sufficient disclosure of the councillor's or council committee member's interest in a matter relating to the specified company, body or person that may be the subject of consideration by the council or council committee after the date of the notice.
- 4.33 A councillor or a council committee member is not prevented from being present at and taking part in a meeting at which a matter is being considered, or from voting on the matter, merely because the councillor or council committee member has an interest in the matter of a kind referred to in clause 4.6.
- 4.34 A person does not breach clauses 4.28 or 4.29 if the person did not know, and could not reasonably be expected to have known, that the matter under consideration at the meeting was a matter in which they had a pecuniary interest.
- 4.35 Despite clause 4.29, a councillor who has a pecuniary interest in a matter may participate in a decision to delegate consideration of the matter in question to another body or person.
- 4.36 Clause 4.29 does not apply to a councillor who has a pecuniary interest in a matter that is being considered at a meeting if:
- a) the matter is a proposal relating to:
    - I. the making of a principal environmental planning instrument applying to the whole or a significant portion of the council's area, or
    - II. the amendment, alteration or repeal of an environmental planning instrument where the amendment, alteration or repeal applies to the whole or a significant portion of the council's area, and

- b) the pecuniary interest arises only because of an interest of the councillor in the councillor's principal place of residence or an interest of another person (whose interests are relevant under clause 4.3) in that person's principal place of residence, and
  - c) the councillor made a special disclosure under clause 4.37 in relation to the interest before the commencement of the meeting.
- 4.37 A special disclosure of a pecuniary interest made for the purposes of clause 4.36(c) must:
  - a) be in the form set out in schedule 3 of this code and contain the information required by that form, and
  - b) be laid on the table at a meeting of the council as soon as practicable after the disclosure is made, and the information contained in the special disclosure is to be recorded in the minutes of the meeting.
- 4.38 The Minister for Local Government may, conditionally or unconditionally, allow a councillor or a council committee member who has a pecuniary interest in a matter with which the council is concerned to be present at a meeting of the council or committee, to take part in the consideration or discussion of the matter and to vote on the matter if the Minister is of the opinion:
  - a) that the number of councillors prevented from voting would be so great a proportion of the whole as to impede the transaction of business, or
  - b) that it is in the interests of the electors for the area to do so.
- 4.39 A councillor or a council committee member with a pecuniary interest in a matter who is permitted to be present at a meeting of the council or committee, to take part in the consideration or discussion of the matter and to vote on the matter under clause 4.38, must still disclose the interest they have in the matter in accordance with clause 4.28.

## PART 5 NON-PECUNIARY CONFLICTS OF INTEREST

### What is a non-pecuniary conflict of interest?

- 5.1 Non-pecuniary interests are private or personal interests a council official has that do not amount to a pecuniary interest as defined in clause 4.1 of this code. These commonly arise out of family or personal relationships or out of involvement in sporting, social, religious or other cultural groups and associations, and may include an interest of a financial nature.
- 5.2 A non-pecuniary conflict of interest exists where a reasonable and informed person would perceive that you could be influenced by a private interest when carrying out your official functions in relation to a matter.

- 5.3 The personal or political views of a council official do not constitute a private interest for the purposes of clause 5.2.
- 5.4 Non-pecuniary conflicts of interest must be identified and appropriately managed to uphold community confidence in the probity of council decision-making. The onus is on you to identify any non-pecuniary conflict of interest you may have in matters that you deal with, to disclose the interest fully and in writing, and to take appropriate action to manage the conflict in accordance with this code.
- 5.5 When considering whether or not you have a non-pecuniary conflict of interest in a matter you are dealing with, it is always important to think about how others would view your situation.

## Managing non-pecuniary conflicts of interest

- 5.6 Where you have a non-pecuniary conflict of interest in a matter for the purposes of clause 5.2, you must disclose the relevant private interest you have in relation to the matter fully and in writing as soon as practicable after becoming aware of the non-pecuniary conflict of interest and on each occasion on which the non-pecuniary conflict of interest arises in relation to the matter. In the case of members of council staff other than the general manager, such a disclosure is to be made to the staff member's manager. In the case of the general manager, such a disclosure is to be made to the mayor.
- 5.7 If a disclosure is made at a council or committee meeting, both the disclosure and the nature of the interest must be recorded in the minutes on each occasion on which the non-pecuniary conflict of interest arises. This disclosure constitutes disclosure in writing for the purposes of clause 5.6.
- 5.8 How you manage a non-pecuniary conflict of interest will depend on whether or not it is significant.
- 5.9 As a general rule, a non-pecuniary conflict of interest will be significant where it does not involve a pecuniary interest for the purposes of clause 4.1, but it involves:
  - a) a relationship between a council official and another person who is affected by a decision or a matter under consideration that is particularly close, such as a current or former spouse or de facto partner, a relative for the purposes of clause 4.4 or another person from the council official's extended family that the council official has a close personal relationship with, or another person living in the same household
  - b) other relationships with persons who are affected by a decision or a matter under consideration that are particularly close, such as friendships and business relationships. Closeness is defined by the nature of the

- friendship or business relationship, the frequency of contact and the duration of the friendship or relationship.
- c) an affiliation between the council official and an organisation (such as a sporting body, club, religious, cultural or charitable organisation, corporation or association) that is affected by a decision or a matter under consideration that is particularly strong. The strength of a council official's affiliation with an organisation is to be determined by the extent to which they actively participate in the management, administration or other activities of the organisation.
  - d) membership, as the council's representative, of the board or management committee of an organisation that is affected by a decision or a matter under consideration, in circumstances where the interests of the council and the organisation are potentially in conflict in relation to the particular matter
  - e) a financial interest (other than an interest of a type referred to in clause 4.6) that is not a pecuniary interest for the purposes of clause 4.1
  - f) the conferral or loss of a personal benefit other than one conferred or lost as a member of the community or a broader class of people affected by a decision.
- 5.10 Significant non-pecuniary conflicts of interest must be managed in one of two ways:
- a) by not participating in consideration of, or decision making in relation to, the matter in which you have the significant non-pecuniary conflict of interest and the matter being allocated to another person for consideration or determination, or
  - b) if the significant non-pecuniary conflict of interest arises in relation to a matter under consideration at a council or committee meeting, by managing the conflict of interest as if you had a pecuniary interest in the matter by complying with clauses 4.28 and 4.29.
- 5.11 If you determine that you have a non-pecuniary conflict of interest in a matter that is not significant and does not require further action, when disclosing the interest you must also explain in writing why you consider that the non-pecuniary conflict of interest is not significant and does not require further action in the circumstances.
- 5.12 If you are a member of staff of council other than the general manager, the decision on which option should be taken to manage a non-pecuniary conflict of interest must be made in consultation with and at the direction of your manager. In the case of the general manager, the decision on which option should be taken to manage a non-pecuniary conflict of interest must be made in consultation with and at the direction of the mayor.

- 5.13 Despite clause 5.10(b), a councillor who has a significant non-pecuniary conflict of interest in a matter, may participate in a decision to delegate consideration of the matter in question to another body or person.
- 5.14 Council committee members are not required to declare and manage a non-pecuniary conflict of interest in accordance with the requirements of this Part where it arises from an interest they have as a person chosen to represent the community, or as a member of a non-profit organisation or other community or special interest group, if they have been appointed to represent the organisation or group on the council committee.

## Political donations

- 5.15 Councillors should be aware that matters before council or committee meetings involving their political donors may also give rise to a non-pecuniary conflict of interest.
- 5.16 Where you are a councillor and have received or knowingly benefitted from a reportable political donation:
  - a) made by a major political donor in the previous four years, and
  - b) the major political donor has a matter before council,

you must declare a non-pecuniary conflict of interest in the matter, disclose the nature of the interest, and manage the conflict of interest as if you had a pecuniary interest in the matter by complying with clauses 4.28 and 4.29. A disclosure made under this clause must be recorded in the minutes of the meeting.
- 5.17 For the purposes of this Part:
  - a) a “reportable political donation” has the same meaning as it has in section 6 of the *Electoral Funding Act 2018*
  - b) “major political donor” has the same meaning as it has in the *Electoral Funding Act 2018*.
- 5.18 Councillors should note that political donations that are not a “reportable political donation”, or political donations to a registered political party or group by which a councillor is endorsed, may still give rise to a non-pecuniary conflict of interest. Councillors should determine whether or not such conflicts are significant for the purposes of clause 5.9 and take the appropriate action to manage them.
- 5.20 Despite clause 5.16, a councillor who has received or knowingly benefitted from a reportable political donation of the kind referred to in that clause, may participate in a decision to delegate consideration of the matter in question to another body or person.

## Loss of quorum as a result of compliance with this Part

5.20 A councillor who would otherwise be precluded from participating in the consideration of a matter under this Part because they have a non-pecuniary conflict of interest in the matter is permitted to participate in consideration of the matter if:

- a) the matter is a proposal relating to:
  - I. the making of a principal environmental planning instrument applying to the whole or a significant portion of the council's area, or
  - II. the amendment, alteration or repeal of an environmental planning instrument where the amendment, alteration or repeal applies to the whole or a significant portion of the council's area, and
- b) the non-pecuniary conflict of interest arises only because of an interest that a person has in that person's principal place of residence, and
- c) the councillor discloses the interest they have in the matter that would otherwise have precluded their participation in consideration of the matter under this Part in accordance with clause 5.6.

5.21 The Minister for Local Government may, conditionally or unconditionally, allow a councillor or a council committee member who is precluded under this Part from participating in the consideration of a matter to be present at a meeting of the council or committee, to take part in the consideration or discussion of the matter and to vote on the matter if the Minister is of the opinion:

- a) that the number of councillors prevented from voting would be so great a proportion of the whole as to impede the transaction of business, or
- b) that it is in the interests of the electors for the area to do so.

5.22 Where the Minister exempts a councillor or committee member from complying with a requirement under this Part under clause 5.21, the councillor or committee member must still disclose any interests they have in the matter the exemption applies to, in accordance with clause 5.6.

## Other business or employment

5.23 The general manager must not engage, for remuneration, in private employment, contract work or other business outside the service of the council without the approval of the council.

5.24 A member of staff must not engage, for remuneration, in:

- ~~private employment; or;~~
- ~~contract work;~~ or
- other business outside the service of the council that relates to the business of the council or that might conflict with the staff member's council duties unless they have notified the general manager in writing of

the employment, work or business and the general manager has given their written approval for the staff member to engage in the employment, work or business.

- 5.25 The general manager may at any time prohibit a member of staff from engaging, for remuneration, in private employment, contract work or other business outside the service of the council that relates to the business of the council, or that might conflict with the staff member's council duties.
- 5.26 A member of staff must not engage, for remuneration, in private employment, contract work or other business outside the service of the council if prohibited from doing so.
- 5.27 Members of staff must ensure that any outside employment, work or business they engage in will not:
  - a) conflict with their official duties
  - b) involve using confidential information or council resources obtained through their work with the council including where private use is permitted
  - c) require them to work while on council duty
  - d) discredit or disadvantage the council
  - e) pose, due to fatigue, a risk to their health or safety, or to the health and safety of their co-workers.

## Personal dealings with council

- 5.28 You may have reason to deal with your council in your personal capacity (for example, as a ratepayer, recipient of a council service or applicant for a development consent granted by council). You must not expect or request preferential treatment in relation to any matter in which you have a private interest because of your position. You must avoid any action that could lead members of the public to believe that you are seeking preferential treatment.
- 5.29 You must undertake any personal dealings you have with the council in a manner that is consistent with the way other members of the community deal with the council. You must also ensure that you disclose and appropriately manage any conflict of interest you may have in any matter in accordance with the requirements of this code.

## PART 6 PERSONAL BENEFIT

- 6.1 For the purposes of this Part, a gift or a benefit is something offered to or received by a council official or someone personally associated with them for their personal use and enjoyment.
- 6.2 A reference to a gift or benefit in this Part does not include:

- a) items with a value of \$10 or less
- b) a political donation for the purposes of the *Electoral Funding Act 2018*
- c) a gift provided to the council as part of a cultural exchange or sister-city relationship that is not converted for the personal use or enjoyment of any individual council official or someone personally associated with them
- d) a benefit or facility provided by the council to an employee or councillor
- e) attendance by a council official at a work-related event or function for the purposes of performing their official duties, or
- f) free or subsidised meals, beverages or refreshments of token value provided to council officials in conjunction with the performance of their official duties such as, but not limited to:
  - I. the discussion of official business
  - II. work-related events such as council-sponsored or community events, training, education sessions or workshops
  - III. conferences
  - IV. council functions or events
  - V. social functions organised by groups, such as council committees and community organisations.

## Gifts and benefits

- 6.3 You must avoid situations that would give rise to the appearance that a person or body is attempting to secure favourable treatment from you or from the council, through the provision of gifts, benefits or hospitality of any kind to you or someone personally associated with you.
- 6.4 A gift or benefit is deemed to have been accepted by you for the purposes of this Part, where it is received by you or someone personally associated with you.

## How are offers of gifts and benefits to be dealt with?

- 6.5 You must not:
  - a) seek or accept a bribe or other improper inducement
  - b) seek gifts or benefits of any kind
  - c) accept any gift or benefit that may create a sense of obligation on your part, or may be perceived to be intended or likely to influence you in carrying out your public duty
  - d) subject to clause 6.7, accept any gift or benefit of more than token value as defined by clause 6.9
  - e) accept an offer of cash or a cash-like gift as defined by clause 6.13, regardless of the amount
  - f) participate in competitions for prizes where eligibility is based on the council being in or entering into a customer-supplier relationship with the competition organiser

- g) personally benefit from reward points programs when purchasing on behalf of the council.
- 6.6 Where you receive a gift or benefit of any value other than one referred to in clause 6.2, you must disclose this promptly to your manager or the general manager in writing. The recipient, manager, or general manager must ensure that, at a minimum, the following details are recorded in the council's gift register:
  - a) the nature of the gift or benefit
  - b) the estimated monetary value of the gift or benefit
  - c) the name of the person who provided the gift or benefit, and
  - d) the date on which the gift or benefit was received.
- 6.7 Where you receive a gift or benefit of more than token value that cannot reasonably be refused or returned, the gift or benefit must be surrendered to the council, unless the nature of the gift or benefit makes this impractical.

#### Gifts and benefits of token value

- 6.8 You may accept gifts and benefits of token value. Gifts and benefits of token value are one or more gifts or benefits received from a person or organisation over a 12-month period that, when aggregated, do not exceed a value of ~~\$1050~~. They include, but are not limited to:
  - a) invitations to and attendance at local social, cultural or sporting events with a ticket value that does not exceed ~~\$1050~~
  - b) gifts of alcohol that do not exceed a value of ~~\$1050~~
  - c) ties, scarves, coasters, tie pins, diaries, chocolates or flowers or the like
  - d) prizes or awards that do not exceed ~~\$1050~~ in value.

#### Gifts and benefits of more than token value

- 6.9 Gifts or benefits that exceed ~~\$1050~~ in value are gifts or benefits of more than token value for the purposes of clause 6.5(d) and, subject to clause 6.7, must not be accepted.
- 6.10 Gifts and benefits of more than token value include, but are not limited to, tickets to major sporting events (such as international matches or matches in national sporting codes) with a ticket value that exceeds ~~\$1050~~, corporate hospitality at a corporate facility at major sporting events, free or discounted products or services for personal use provided on terms that are not available to the general public or a broad class of persons, the use of holiday homes, artworks, free or discounted travel.
- 6.11 Where you have accepted a gift or benefit of token value from a person or organisation, you must not accept a further gift or benefit from the same person or organisation or another person associated with that person or organisation

within a single 12-month period where the value of the gift, added to the value of earlier gifts received from the same person or organisation, or a person associated with that person or organisation, during the same 12-month period would exceed \$~~10~~50 in value.

- 6.12 For the purposes of this Part, the value of a gift or benefit is the monetary value of the gift or benefit inclusive of GST.

### "Cash-like gifts"

- 6.13 For the purposes of clause 6.5(e), "cash-like gifts" include, but are not limited to, gift vouchers, credit cards, debit cards with credit on them, prepayments such as phone or internet credit, lottery tickets, memberships or entitlements to discounts that are not available to the general public or a broad class of persons.

### Improper and undue influence

- 6.14 You must not use your position to influence other council officials in the performance of their official functions to obtain a private benefit for yourself or for somebody else. A councillor will not be in breach of this clause where they seek to influence other council officials through the proper exercise of their role as prescribed under the LGA.
- 6.15 You must not take advantage (or seek to take advantage) of your status or position with council, or of functions you perform for council, in order to obtain a private benefit for yourself or for any other person or body.

## PART 7 RELATIONSHIPS BETWEEN COUNCIL OFFICIALS

### Obligations of councillors and administrators

- 7.1 Each council is a body politic. The councillors or administrator/s are the governing body of the council. Under section 223 of the LGA, the role of the governing body of the council includes the development and endorsement of the strategic plans, programs, strategies and policies of the council, including those relating to workforce policy, and to keep the performance of the council under review.
- 7.2 Councillors or administrators must not:
  - a) direct council staff other than by giving appropriate direction to the general manager by way of council or committee resolution, or by the mayor or administrator exercising their functions under section 226 of the LGA
  - b) in any public or private forum, direct or influence, or attempt to direct or influence, any other member of the staff of the council or a delegate of the council in the exercise of the functions of the staff member or delegate
  - c) contact a member of the staff of the council on council-related business unless in accordance with the policy and procedures governing the interaction of councillors and council staff that have been authorised by the council and the general manager
  - d) contact or issue instructions to any of the council's contractors, including the council's legal advisers, unless by the mayor or administrator exercising their functions under section 226 of the LGA.
- 7.3 Despite clause 7.2, councillors may contact the council's external auditor or the chair of the council's audit risk and improvement committee to provide information reasonably necessary for the external auditor or the audit, risk and improvement committee to effectively perform their functions.

### Obligations of staff

- 7.4 Under section 335 of the LGA, the role of the general manager includes conducting the day-to-day management of the council in accordance with the strategic plans, programs, strategies and policies of the council, implementing without undue delay, lawful decisions of the council and ensuring that the mayor and other councillors are given timely information and advice and the administrative and professional support necessary to effectively discharge their official functions.
- 7.5 Members of staff of council must:
  - a) give their attention to the business of the council while on duty

- b) ensure that their work is carried out ethically, efficiently, economically and effectively
- c) carry out reasonable and lawful directions given by any person having authority to give such directions
- d) give effect to the lawful decisions, policies and procedures of the council, whether or not the staff member agrees with or approves of them
- e) ensure that any participation in political activities outside the service of the council does not interfere with the performance of their official duties.

### **Inappropriate interactions**

7.6 You must not engage in any of the following inappropriate interactions:

- a) councillors and administrators approaching staff and staff organisations to discuss individual or operational staff matters (other than matters relating to broader workforce policy), grievances, workplace investigations and disciplinary matters
- b) council staff approaching councillors and administrators to discuss individual or operational staff matters (other than matters relating to broader workforce policy), grievances, workplace investigations and disciplinary matters
- c) subject to clause 8.6, council staff refusing to give information that is available to other councillors to a particular councillor
- d) councillors and administrators who have lodged an application with the council, discussing the matter with council staff in staff-only areas of the council
- e) councillors and administrators approaching members of local planning panels or discussing any application that is either before the panel or that will come before the panel at some future time, except during a panel meeting where the application forms part of the agenda and the councillor or administrator has a right to be heard by the panel at the meeting
- f) councillors and administrators being overbearing or threatening to council staff
- g) council staff being overbearing or threatening to councillors or administrators
- h) councillors and administrators making personal attacks on council staff or engaging in conduct towards staff that would be contrary to the general conduct provisions in Part 3 of this code in public forums including social media
- i) councillors and administrators directing or pressuring council staff in the performance of their work, or recommendations they should make

- j) council staff providing ad hoc advice to councillors and administrators without recording or documenting the interaction as they would if the advice was provided to a member of the community
- k) council staff meeting with applicants or objectors alone AND outside office hours to discuss planning applications or proposals
- l) councillors attending on-site inspection meetings with lawyers and/or consultants engaged by the council associated with current or proposed legal proceedings unless permitted to do so by the council's general manager or, in the case of the mayor or administrator, unless they are exercising their functions under section 226 of the LGA.

## PART 8 ACCESS TO INFORMATION AND COUNCIL RESOURCES

### Councillor and administrator access to information

- 8.1 The general manager is responsible for ensuring that councillors and administrators can access information necessary for the performance of their official functions. The general manager and public officer are also responsible for ensuring that members of the public can access publicly available council information under the *Government Information (Public Access) Act 2009* (the GIPA Act).
  - 8.2 The general manager must provide councillors and administrators with the information necessary to effectively discharge their official functions.
- Members of staff of council must provide full and timely information to councillors and administrators sufficient to enable them to exercise their official functions and in accordance with council procedures.
- 8.3 Members of staff of council who provide any information to a particular councillor in the performance of their official functions must also make it available to any other councillor who requests it and in accordance with council procedures.
  - 8.4 Councillors and administrators who have a private interest only in council information have the same rights of access as any member of the public.
  - 8.5 Despite clause 8.4, councillors and administrators who are precluded from participating in the consideration of a matter under this code because they have a conflict of interest in the matter, are not entitled to request access to council information in relation to the matter unless the information is otherwise available to members of the public, or the council has determined to make the information available under the GIPA Act.

### Councillors and administrators to properly examine and consider information

- 8.6 Councillors and administrators must ensure that they comply with their duty under section 439 of the LGA to act honestly and exercise a reasonable degree of care and diligence by properly examining and considering all the information provided to them relating to matters that they are required to make a decision on.

## **Refusal of access to information**

- 8.7 Where the general manager or public officer determine to refuse access to information requested by a councillor or administrator, they must act reasonably. In reaching this decision they must take into account whether or not the information requested is necessary for the councillor or administrator to perform their official functions (see clause 8.2) and whether they have disclosed a conflict of interest in the matter the information relates to that would preclude their participation in consideration of the matter (see clause 8.6). The general manager or public officer must state the reasons for the decision if access is refused.

## **Use of certain council information**

- 8.9 In regard to information obtained in your capacity as a council official, you must:
- a) subject to clause 8.14, only access council information needed for council business
  - b) not use that council information for private purposes
  - c) not seek or obtain, either directly or indirectly, any financial benefit or other improper advantage for yourself, or any other person or body, from any information to which you have access by virtue of your office or position with council
  - d) only release council information in accordance with established council policies and procedures and in compliance with relevant legislation.

## **Use and security of confidential information**

- 8.10 You must maintain the integrity and security of confidential information in your possession, or for which you are responsible.
- 8.11 In addition to your general obligations relating to the use of council information, you must:
- a) only access confidential information that you have been authorised to access and only do so for the purposes of exercising your official functions
  - b) protect confidential information
  - c) only release confidential information if you have authority to do so
  - d) only use confidential information for the purpose for which it is intended to be used

- e) not use confidential information gained through your official position for the purpose of securing a private benefit for yourself or for any other person
- f) not use confidential information with the intention to cause harm or detriment to the council or any other person or body
- g) not disclose any confidential information discussed during a confidential session of a council or committee meeting or any other confidential forum (such as, but not limited to, workshops or briefing sessions).

## Personal information

8.12 When dealing with personal information you must comply with:

- a) the Privacy and Personal Information Protection Act 1998
- b) the Health Records and Information Privacy Act 2002
- c) the Information Protection Principles and Health Privacy Principles
- d) the council's privacy management plan
- e) the Privacy Code of Practice for Local Government

## Use of council resources

- 8.13 You must use council resources ethically, effectively, efficiently and carefully in exercising your official functions, and must not use them for private purposes, except when supplied as part of a contract of employment (but not for private business purposes), unless this use is lawfully authorised and proper payment is made where appropriate.
- 8.14 Union delegates and consultative committee members may have reasonable access to council resources and information for the purposes of carrying out their industrial responsibilities, including but not limited to:
  - a) the representation of members with respect to disciplinary matters
  - b) the representation of employees with respect to grievances and disputes
  - c) functions associated with the role of the local consultative committee.
- 8.15 You must be scrupulous in your use of council property, including intellectual property, official services, facilities, technology and electronic devices and must not permit their misuse by any other person or body.
- 8.16 You must avoid any action or situation that could create the appearance that council property, official services or public facilities are being improperly used for your benefit or the benefit of any other person or body.
- 8.17 You must not use council resources (including council staff), property or facilities for the purpose of assisting your election campaign or the election campaigns of others unless the resources, property or facilities are otherwise available for use or hire by the public and any publicly advertised fee is paid for use of the resources, property or facility.

- 8.18 You must not use the council letterhead, council crests, council email or social media or other information that could give the appearance it is official council material:
- a) for the purpose of assisting your election campaign or the election campaign of others, or
  - b) for other non-official purposes.
- 8.19 You must not convert any property of the council to your own use unless properly authorised.

## Internet access

- 8.20 You must not use council's computer resources or mobile or other devices to search for, access, download or communicate any material of an offensive, obscene, pornographic, threatening, abusive or defamatory nature, or that could otherwise lead to criminal penalty or civil liability and/or damage the council's reputation. You must also comply with Council's adopted Social Media policies.

## Council record keeping

- 8.21 You must comply with the requirements of the *State Records Act 1998* and the council's records management policy.
- 8.22 All information created, sent and received in your official capacity is a council record and must be managed in accordance with the requirements of the *State Records Act 1998* and the council's approved records management policies and practices.
- 8.23 All information stored in either soft or hard copy on council supplied resources (including technology devices and email accounts) is deemed to be related to the business of the council and will be treated as council records, regardless of whether the original intention was to create the information for personal purposes.
- 8.24 You must not destroy, alter, or dispose of council information or records, unless authorised to do so. If you need to alter or dispose of council information or records, you must do so in consultation with the council's records manager and comply with the requirements of the *State Records Act 1998*.

## Councillor access to council buildings

- 8.25 Councillors and administrators are entitled to have access to the council chamber, committee room, mayor's office (subject to availability), councillors' rooms, and public areas of council's buildings during normal business hours and for meetings. Councillors and administrators needing access to these facilities at other times must obtain authority from the general manager.

- 8.26 Councillors and administrators must not enter staff-only areas of council buildings without the approval of the general manager (or their delegate) or as provided for in the procedures governing the interaction of councillors and council staff.
- 8.27 Councillors and administrators must ensure that when they are within a staff only area they refrain from conduct that could be perceived to improperly influence council staff decisions.

## PART 9 MAINTAINING THE INTEGRITY OF THIS CODE

### Complaints made for an improper purpose

- 9.1 You must not make or threaten to make a complaint or cause a complaint to be made alleging a breach of this code for an improper purpose.
- 9.2 For the purposes of clause 9.1, a complaint is made for an improper purpose where it is trivial, frivolous, vexatious or not made in good faith, or where it otherwise lacks merit and has been made substantially for one or more of the following purposes:
- a) to bully, intimidate or harass another council official
  - b) to damage another council official's reputation
  - c) to obtain a political advantage
  - d) to influence a council official in the exercise of their official functions or to prevent or disrupt the exercise of those functions
  - e) to influence the council in the exercise of its functions or to prevent or disrupt the exercise of those functions
  - f) to avoid disciplinary action under the Procedures
  - g) to take reprisal action against a person for making a complaint alleging a breach of this code
  - h) to take reprisal action against a person for exercising a function prescribed under the Procedures
  - i) to prevent or disrupt the effective administration of this code under the Procedures.

### Detrimental action

- 9.3 You must not take detrimental action or cause detrimental action to be taken against a person substantially in reprisal for a complaint they have made alleging a breach of this code.
- 9.4 You must not take detrimental action or cause detrimental action to be taken against a person substantially in reprisal for any function they have exercised under the Procedures.
- 9.5 For the purposes of clauses 9.3 and 9.4, a detrimental action is an action causing, comprising or involving any of the following:

- a) injury, damage or loss
- b) intimidation or harassment
- c) discrimination, disadvantage or adverse treatment in relation to employment
- d) dismissal from, or prejudice in, employment
- e) disciplinary proceedings.

## **Compliance with requirements under the Procedures**

- 9.6 You must not engage in conduct that is calculated to impede or disrupt the consideration of a matter under the Procedures.
- 9.7 You must comply with a reasonable and lawful request made by a person exercising a function under the Procedures. A failure to make a written or oral submission invited under the Procedures will not constitute a breach of this clause.
- 9.8 You must comply with a practice ruling made by the Office under the Procedures.

## **Disclosure of information about the consideration of a matter under the Procedures**

- 9.9 All allegations of breaches of this code must be dealt with under and in accordance with the Procedures.
- 9.10 You must not allege breaches of this code other than by way of a complaint made or initiated under the Procedures.
- 9.11 You must not make allegations about, or disclose information about, suspected breaches of this code at council, committee or other meetings, whether open to the public or not, or in any other forum, whether public or not.
- 9.12 You must not disclose information about a complaint you have made alleging a breach of this code or any other matter being considered under the Procedures except for the purposes of seeking legal advice, unless the disclosure is otherwise permitted under the Procedures.
- 9.13 Nothing under this Part prevents a person from making a public interest disclosure to an appropriate public authority or investigative authority under the *Public Interest Disclosures Act 1994*.

## **Complaints alleging a breach of this Part**

- 9.14 Complaints alleging a breach of this Part by a councillor, the general manager or an administrator are to be managed by the Office. This clause does not prevent the Office from referring an alleged breach of this Part back to the council for consideration in accordance with the Procedures.
- 9.15 Complaints alleging a breach of this Part by other council officials are to be managed by the general manager in accordance with the Procedures.



## SCHEDULE 1: DISCLOSURES OF INTERESTS AND OTHER MATTERS IN WRITTEN RETURNS SUBMITTED UNDER CLAUSE 4.21

### Part 1: Preliminary

#### Definitions

1. For the purposes of the schedules to this code, the following definitions apply:

*address* means:

- a) in relation to a person other than a corporation, the last residential or business address of the person known to the councillor or designated person disclosing the address, or
- b) in relation to a corporation, the address of the registered office of the corporation in New South Wales or, if there is no such office, the address of the principal office of the corporation in the place where it is registered, or
- c) in relation to any real property, the street address of the property.

*de facto partner* has the same meaning as defined in section 21C of the *Interpretation Act 1987*.

*disposition of property* means a conveyance, transfer, assignment, settlement, delivery, payment or other alienation of property, including the following:

- a) the allotment of shares in a company
- b) the creation of a trust in respect of property
- c) the grant or creation of a lease, mortgage, charge, easement, licence, power, partnership or interest in respect of property
- d) the release, discharge, surrender, forfeiture or abandonment, at law or in equity, of a debt, contract or chose in action, or of an interest in respect of property
- e) the exercise by a person of a general power of appointment over property in favour of another person
- f) a transaction entered into by a person who intends by the transaction to diminish, directly or indirectly, the value of the person's own property and to increase the value of the property of another person.

*gift* means a disposition of property made otherwise than by will (whether or not by instrument in writing) without consideration, or with inadequate consideration, in money or money's worth passing from the person to whom the disposition was made to the person who made the disposition but does not include a financial or other contribution to travel.

*interest* means:

- a) in relation to property, an estate, interest, right or power, at law or in equity, in or over the property, or

- b) in relation to a corporation, a relevant interest (within the meaning of section 9 of the *Corporations Act 2001* of the Commonwealth) in securities issued or made available by the corporation.

*listed company* means a company that is listed within the meaning of section 9 of the *Corporations Act 2001* of the Commonwealth.

*occupation* includes trade, profession and vocation.

*professional or business association* means an incorporated or unincorporated body or organisation having as one of its objects or activities the promotion of the economic interests of its members in any occupation.

*property* includes money.

*return date* means:

- a) in the case of a return made under clause 4.21(a), the date on which a person became a councillor or designated person
- b) in the case of a return made under clause 4.21(b), 30 June of the year in which the return is made
- c) in the case of a return made under clause 4.21(c), the date on which the councillor or designated person became aware of the interest to be disclosed.

*relative* includes any of the following:

- a) a person's spouse or de facto partner
- b) a person's parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child
- c) a person's spouse's or de facto partner's parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child
- d) the spouse or de facto partner of a person referred to in paragraphs (b) and (c).

*travel* includes accommodation incidental to a journey.

## Matters relating to the interests that must be included in returns

2. *Interests etc. outside New South Wales:* A reference in this schedule or in schedule 2 to a disclosure concerning a corporation or other thing includes any reference to a disclosure concerning a corporation registered, or other thing arising or received, outside New South Wales.
3. *References to interests in real property:* A reference in this schedule or in schedule 2 to real property in which a councillor or designated person has an interest includes a reference to any real property situated in Australia in which the councillor or designated person has an interest.

4. *Gifts, loans etc. from related corporations:* For the purposes of this schedule and schedule 2, gifts or contributions to travel given, loans made, or goods or services supplied, to a councillor or designated person by two or more corporations that are related to each other for the purposes of section 50 of the *Corporations Act 2001* of the Commonwealth are all given, made or supplied by a single corporation.

## Part 2: Pecuniary interests to be disclosed in returns

### Real property

5. A person making a return under clause 4.21 of this code must disclose:
  - a) the street address of each parcel of real property in which they had an interest on the return date, and
  - b) the street address of each parcel of real property in which they had an interest in the period since 30 June of the previous financial year, and
  - c) the nature of the interest.
6. An interest in a parcel of real property need not be disclosed in a return if the person making the return had the interest only:
  - a) as executor of the will, or administrator of the estate, of a deceased person and not as a beneficiary under the will or intestacy, or
  - b) as a trustee, if the interest was acquired in the ordinary course of an occupation not related to their duties as the holder of a position required to make a return.
7. An interest in a parcel of real property need not be disclosed in a return if the person ceased to hold the interest prior to becoming a councillor or designated person.
8. For the purposes of clause 5 of this schedule, "interest" includes an option to purchase.

### Gifts

9. A person making a return under clause 4.21 of this code must disclose:
  - a) a description of each gift received in the period since 30 June of the previous financial year, and
  - b) the name and address of the donor of each of the gifts.
10. A gift need not be included in a return if:
  - a) it did not exceed \$500, unless it was among gifts totalling more than \$500 made by the same person during a period of 12 months or less, or
  - b) it was a political donation disclosed, or required to be disclosed, under Part 3 of the *Electoral Funding Act 2018*, or
  - c) the donor was a relative of the donee, or
  - d) subject to paragraph (a), it was received prior to the person becoming a councillor or designated person.

11. For the purposes of clause 10 of this schedule, the amount of a gift other than money is an amount equal to the value of the property given.

## Contributions to travel

12. A person making a return under clause 4.21 of this code must disclose:
  - a) the name and address of each person who made any financial or other contribution to the expenses of any travel undertaken by the person in the period since 30 June of the previous financial year, and
  - b) the dates on which the travel was undertaken, and
  - c) the names of the states and territories, and of the overseas countries, in which the travel was undertaken.
13. A financial or other contribution to any travel need not be disclosed under this clause if it:
  - a) was made from public funds (including a contribution arising from travel on free passes issued under an Act or from travel in government or council vehicles), or
  - b) was made by a relative of the traveller, or
  - c) was made in the ordinary course of an occupation of the traveller that is not related to their functions as the holder of a position requiring the making of a return, or
  - d) did not exceed \$250, unless it was among gifts totalling more than \$250 made by the same person during a 12-month period or less, or
  - e) was a political donation disclosed, or required to be disclosed, under Part 3 of the *Electoral Funding Act 2018*, or
  - f) was made by a political party of which the traveller was a member and the travel was undertaken for the purpose of political activity of the party in New South Wales, or to enable the traveller to represent the party within Australia, or
  - g) subject to paragraph (d) it was received prior to the person becoming a councillor or designated person.
14. For the purposes of clause 13 of this schedule, the amount of a contribution (other than a financial contribution) is an amount equal to the value of the contribution.

## Interests and positions in corporations

15. A person making a return under clause 4.21 of this code must disclose:
  - a) the name and address of each corporation in which they had an interest or held a position (whether remunerated or not) on the return date, and
  - b) the name and address of each corporation in which they had an interest or held a position in the period since 30 June of the previous financial year, and
  - c) the nature of the interest, or the position held, in each of the corporations, and

- d) a description of the principal objects (if any) of each of the corporations, except in the case of a listed company.
- 16. An interest in, or a position held in, a corporation need not be disclosed if the corporation is:
  - a) formed for the purpose of providing recreation or amusement, or for promoting commerce, industry, art, science, religion or charity, or for any other community purpose, and
  - b) required to apply its profits or other income in promoting its objects, and
  - c) prohibited from paying any dividend to its members.
- 17. An interest in a corporation need not be disclosed if the interest is a beneficial interest in shares in a company that does not exceed 10 per cent of the voting rights in the company.
- 18. An interest or a position in a corporation need not be disclosed if the person ceased to hold the interest or position prior to becoming a councillor or designated person.

#### Interests as a property developer or a close associate of a property developer

- 19. A person making a return under clause 4.21 of this code must disclose whether they were a property developer, or a close associate of a corporation that, or an individual who, is a property developer, on the return date.
- 20. For the purposes of clause 19 of this schedule:
 

*close associate*, in relation to a corporation or an individual, has the same meaning as it has in section 53 of the *Electoral Funding Act 2018*.

*property developer* has the same meaning as it has in Division 7 of Part 3 of the *Electoral Funding Act 2018*.

#### Positions in trade unions and professional or business associations

- 21. A person making a return under clause 4.21 of the code must disclose:
  - a) the name of each trade union, and of each professional or business association, in which they held any position (whether remunerated or not) on the return date, and
  - b) the name of each trade union, and of each professional or business association, in which they have held any position (whether remunerated or not) in the period since 30 June of the previous financial year, and
  - c) a description of the position held in each of the unions and associations.
- 22. A position held in a trade union or a professional or business association need not be disclosed if the person ceased to hold the position prior to becoming a councillor or designated person.

## Dispositions of real property

23. A person making a return under clause 4.21 of this code must disclose particulars of each disposition of real property by the person (including the street address of the affected property) in the period since 30 June of the previous financial year, under which they wholly or partly retained the use and benefit of the property or the right to re-acquire the property.
24. A person making a return under clause 4.21 of this code must disclose particulars of each disposition of real property to another person (including the street address of the affected property) in the period since 30 June of the previous financial year, that is made under arrangements with, but is not made by, the person making the return, being a disposition under which the person making the return obtained wholly or partly the use of the property.
25. A disposition of real property need not be disclosed if it was made prior to a person becoming a councillor or designated person.

## Sources of income

26. A person making a return under clause 4.21 of this code must disclose:
  - a) each source of income that the person reasonably expects to receive in the period commencing on the first day after the return date and ending on the following 30 June, and
  - b) each source of income received by the person in the period since 30 June of the previous financial year.
27. A reference in clause 26 of this schedule to each source of income received, or reasonably expected to be received, by a person is a reference to:
  - a) in relation to income from an occupation of the person:
    - I. a description of the occupation, and
    - II. if the person is employed or the holder of an office, the name and address of their employer, or a description of the office, and
    - III. if the person has entered into a partnership with other persons, the name (if any) under which the partnership is conducted, or
      - i. in relation to income from a trust, the name and address of the settlor and the trustee, or
      - ii. in relation to any other income, a description sufficient to identify the person from whom, or the circumstances in which, the income was, or is reasonably expected to be, received.
28. The source of any income need not be disclosed by a person in a return if the amount of the income received, or reasonably expected to be received, by the person from that source did not exceed \$500, or is not reasonably expected to exceed \$500, as the case may be.

29. The source of any income received by the person that they ceased to receive prior to becoming a councillor or designated person need not be disclosed.
30. A fee paid to a councillor or to the mayor or deputy mayor under sections 248 or 249 of the LGA need not be disclosed.

## Debts

31. A person making a return under clause 4.21 of this code must disclose the name and address of each person to whom the person was liable to pay any debt:
  - a) on the return date, and
  - b) at any time in the period since 30 June of the previous financial year.
32. A liability to pay a debt must be disclosed by a person in a return made under clause 4.21 whether or not the amount, or any part of the amount, to be paid was due and payable on the return date or at any time in the period since 30 June of the previous financial year, as the case may be.
33. A liability to pay a debt need not be disclosed by a person in a return if:
  - a) the amount to be paid did not exceed \$500 on the return date or in the period since 30 June of the previous financial year, as the case may be, unless:
    - i. the debt was one of two or more debts that the person was liable to pay to one person on the return date, or at any time in the period since 30 June of the previous financial year, as the case may be, and
    - ii. the amounts to be paid exceeded, in the aggregate, \$500, or
  - b) the person was liable to pay the debt to a relative, or
  - c) in the case of a debt arising from a loan of money the person was liable to pay the debt to an authorised deposit-taking institution or other person whose ordinary business includes the lending of money, and the loan was made in the ordinary course of business of the lender, or
  - d) in the case of a debt arising from the supply of goods or services:
    - i) the goods or services were supplied in the period of 12 months immediately preceding the return date, or were supplied in the period since 30 June of the previous financial year, as the case may be, or
    - ii) the goods or services were supplied in the ordinary course of any occupation of the person that is not related to their duties as the holder of a position required to make a return, or
  - e) subject to paragraph (a), the debt was discharged prior to the person becoming a councillor or designated person.

## Discretionary disclosures

34. A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of this Schedule.



## **SCHEDULE 2: FORM OF WRITTEN RETURN OF INTERESTS SUBMITTED UNDER CLAUSE 4.21**

### **'Disclosures by councillors and designated persons' return**

1. The pecuniary interests and other matters to be disclosed in this return are prescribed by Schedule 1 of the *Model Code of Conduct for Local Councils in NSW* (the Model Code of Conduct).
2. If this is the first return you have been required to lodge with the general manager after becoming a councillor or designated person, do not complete Parts C, D and I of the return. All other parts of the return should be completed with appropriate information based on your circumstances at the return date, that is, the date on which you became a councillor or designated person.
3. If you have previously lodged a return with the general manager and you are completing this return for the purposes of disclosing a new interest that was not disclosed in the last return you lodged with the general manager, you must complete all parts of the return with appropriate information for the period from 30 June of the previous financial year or the date on which you became a councillor or designated person, (whichever is the later date), to the return date which is the date you became aware of the new interest to be disclosed in your updated return.
4. If you have previously lodged a return with the general manager and are submitting a new return for the new financial year, you must complete all parts of the return with appropriate information for the 12-month period commencing on 30 June of the previous year to 30 June this year.
5. This form must be completed using block letters or typed.
6. If there is insufficient space for all the information you are required to disclose, you must attach an appendix which is to be properly identified and signed by you.
7. If there are no pecuniary interests or other matters of the kind required to be disclosed under a heading in this form, the word "NIL" is to be placed in an appropriate space under that heading.

### **Important information**

This information is being collected for the purpose of complying with clause 4.21 of the Model Code of Conduct.

You must not lodge a return that you know or ought reasonably to know is false or misleading in a material particular (see clause 4.23 of the Model Code of Conduct). Complaints about breaches of these requirements are to be referred to the Office of

Local Government and may result in disciplinary action by the council, the Chief Executive of the Office of Local Government or the NSW Civil and Administrative Tribunal.

The information collected on this form will be kept by the general manager in a register of returns. The general manager is required to table all returns at a council meeting.

Information contained in returns made and lodged under clause 4.21 is to be made publicly available in accordance with the requirements of the *Government Information (Public Access) Act 2009*, the *Government Information (Public Access) Regulation 2009* and any guidelines issued by the Information Commissioner.

You have an obligation to keep the information contained in this return up to date. If you become aware of a new interest that must be disclosed in this return, or an interest that you have previously failed to disclose, you must submit an updated return within three months of becoming aware of the previously undisclosed interest.

Disclosure of pecuniary interests and other matters by [full name of councillor or designated person]

as at [return date]

in respect of the period from [date] to [date]

[councillor's or designated person's signature]

[date]

<b>A. REAL PROPERTY</b>		
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June		Nature of interest
<b>B. SOURCES OF INCOME</b>		
Sources of income I reasonably expect to receive from an occupation in the period commencing on the first day after the return date and ending on the following 30 June		
Sources of income I received from an occupation at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
Sources of income I reasonably expect to receive from a trust in the period commencing on the first day after the return date and ending on the following 30 June		
Sources of income I received from a trust since 30 June		
Name and address of settlor		Name and address of trustee
Sources of other income I reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June		
Sources of other income I received at any time since 30 June		
[Include description sufficient to identify the person from whom, or the circumstances in which, that income was received]		

<b>C. Gifts</b>			
Description of each gift I received at any time since 30 June		Name and address of donor	
<b>D. Contributions to travel</b>			
Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken	
<b>E. Interests and positions in corporations</b>			
Name and address of each corporation in which I had an interest or held a position at the return date/at any time since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
<b>F. Were you a property developer or a close associate of a property developer on the return date? (Y/N)</b>			
<b>G. Positions in trade unions and professional or business associations</b>			
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at the return date/at any time since 30 June		Description of position	
<b>H. Debts</b>			
Name and address of each person to whom I was liable to pay any debt at the return date/at any time since 30 June			

<b>I. Dispositions of property</b>
1. Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time
2. Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property
<b>J. Discretionary disclosures</b>

## SCHEDULE 3: FORM OF SPECIAL DISCLOSURE OF PECUNIARY INTEREST SUBMITTED UNDER CLAUSE 4.37

1. This form must be completed using block letters or typed.
2. If there is insufficient space for all the information you are required to disclose, you must attach an appendix which is to be properly identified and signed by you.

### Important information

This information is being collected for the purpose of making a special disclosure of pecuniary interests under clause 4.36(c) of the *Model Code of Conduct for Local Councils in NSW* (the Model Code of Conduct).

The special disclosure must relate only to a pecuniary interest that a councillor has in the councillor's principal place of residence, or an interest another person (whose interests are relevant under clause 4.3 of the Model Code of Conduct) has in that person's principal place of residence.

Clause 4.3 of the Model Code of Conduct states that you will have a pecuniary interest in a matter because of the pecuniary interest of your spouse or your de facto partner or your relative or because your business partner or employer has a pecuniary interest. You will also have a pecuniary interest in a matter because you, your nominee, your business partner or your employer is a member of a company or other body that has a pecuniary interest in the matter.

"Relative" is defined by clause 4.4 of the Model Code of Conduct as meaning your, your spouse's or your de facto partner's parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child and the spouse or de facto partner of any of those persons.

You must not make a special disclosure that you know or ought reasonably to know is false or misleading in a material particular. Complaints about breaches of these requirements are to be referred to the Office of Local Government and may result in disciplinary action by the Chief Executive of the Office of Local Government or the NSW Civil and Administrative Tribunal.

This form must be completed by you before the commencement of the council or council committee meeting at which the special disclosure is being made. The completed form must be tabled at the meeting. Everyone is entitled to inspect it. The special disclosure must be recorded in the minutes of the meeting.

**Special disclosure of pecuniary interests by [full name of councillor]**  
in the matter of [insert name of environmental planning instrument]  
which is to be considered at a meeting of the [name of council or council committee  
(as the case requires)]

to be held on the      day of      20 .

Pecuniary interest	
Address of the affected principal place of residence of the councillor or an associated person, company or body (the identified land)	
Relationship of identified land to the councillor [Tick or cross one box.]	<input type="checkbox"/> The councillor has an interest in the land (e.g., is the owner or has another interest arising out of a mortgage, lease, trust, option or contract, or otherwise). <input type="checkbox"/> An associated person of the councillor has an interest in the land. <input type="checkbox"/> An associated company or body of the councillor has an interest in the land.
Matter giving rise to pecuniary interest <sup>1</sup>	
Nature of the land that is subject to a change in zone/planning control by the proposed LEP (the subject land) <sup>2</sup> [Tick or cross one box]	<input type="checkbox"/> The identified land. <input type="checkbox"/> Land that adjoins or is adjacent to or is in proximity to the identified land.
Current zone/planning control [Insert name of current planning instrument and identify relevant zone/planning control applying to the subject land]	

<sup>1</sup> Clause 4.1 of the Model Code of Conduct provides that a pecuniary interest is an interest that a person has in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to the person. A person does not have a pecuniary interest in a matter if the interest is so remote or insignificant that it could not reasonably be regarded as likely to influence any decision the person might make in relation to the matter, or if the interest is of a kind specified in clause 4.6 of the Model Code of Conduct.

<sup>2</sup> A pecuniary interest may arise by way of a change of permissible use of land adjoining, adjacent to or in proximity to land in which a councillor or a person, company or body referred to in clause 4.3 of the Model Code of Conduct has a proprietary interest.

<p><b>Proposed change of zone/planning control</b> [Insert name of proposed LEP and identify proposed change of zone/planning control applying to the subject land]</p>	
<p><b>Effect of proposed change of zone/planning control on councillor or associated person</b> [Insert one of the following: "Appreciable financial gain" or "Appreciable financial loss"]</p>	

[If more than one pecuniary interest is to be declared, reprint the above box and fill in for each additional interest.]

**Councillor's signature**

**Date**

[This form is to be retained by the council's general manager and included in full in the minutes of the meeting]

## PART 10 Administrative Changes

From time-to-time circumstances may change leading to the need for minor administrative changes to this document. Where an update does not materially alter this document, such a change may be made including branding, Council Officer titles or department changes and legislative name or title changes are considered minor in nature and not required to be formally endorsed.

## PART 11 Version Control – Policy History

This policy will be formally reviewed 12 months within a Council election or as required.

Governance Use only:

Document	Mode Code of Conduct	Uncontrolled Copy When Printed	
Custodian	Senior Manager Governance & Risk	Version #	Version 3
Approved By	Council	ECM Document #	28280774
Next Review Date	Within 12 Months of a Council Election or as required		

Amended by	Changes made	Date
Council	New policy	March 2019
Governance & Risk	Part 5: Other business or employment reformatted to make intent clearer. Part 6: Value of token gifts and benefits raised to \$100	October 2022



Attachment 2

# Gifts, Benefits and Hospitality Guideline

V1- 2022

innerwest.nsw.gov.au

## INNER WEST

<b>Title</b>	<b>Gifts, Benefits and Hospitality Guideline</b>
<b>Summary</b>	<p>This guideline provides information and guidance for Council officials on their responsibilities in relation to the offering and acceptance of gifts, benefits and hospitality under the Model Code of Conduct.</p> <p>This guideline should be read in conjunction with the Model Code of Conduct.</p>
<b>Document Type</b>	Guideline
<b>Relevant Strategic Plan Objective</b>	Strategic Direction 5: Progressive, responsive and effective civic leadership
<b>Legislative Reference</b>	<ul style="list-style-type: none"> <li>• <i>Local Government Act 1993</i></li> <li>• <i>Local Government (General) Regulation 2020</i></li> </ul>
<b>Related Council Documents</b>	<ul style="list-style-type: none"> <li>• Model Code of Conduct</li> <li>• Gifts, Benefits and Hospitality Form</li> </ul>
<b>Version Control</b>	See last page

## INNER WEST

### Contents

1.	Overview .....	4
2.	What are gifts, benefits and hospitality? .....	4
3.	What is not a gift or benefit? .....	5
4.	What you can accept .....	5
5.	What steps to take when you accept a gift or benefit? .....	6
6.	What you must not accept under any circumstances .....	6
7.	Flow Chart .....	7
8.	Examples of scenarios and applying the principles .....	8
9.	Refusing a gift, benefit or hospitality .....	9
10.	Version Control – Guideline History .....	<b>Error! Bookmark not defined.</b>



## 1. Overview

Council officials must avoid situations that would give rise to the appearance that a person or body is attempting to secure favourable treatment from you or from Council through the provision of gifts, benefits or hospitality of any kind to you or someone personally associated with you.

Part 6 of the adopted Model Code of Conduct outlines how offers of gifts, benefits and hospitality are to be dealt with by council officials.

This guideline assists with the practical application of the requirements in the Model Code of Conduct regarding gifts, benefits and hospitality.

## 2. What are gifts, benefits and hospitality?

Any gift or financial benefit including cash, gift vouchers, tickets to events or hospitality and entertainment.

It may be an item, service, prize, ticket, hospitality or travel offered by a person or organisation that is of value to you, a member of your family, relation, friend or someone personally associated with you.

Hospitality is the reception and entertainment of guests and includes refreshments or a service provided or promised to be provided by a person or organisation to you, a member of your family, relation, friend or someone personally associated with you.

This includes gifts, benefits or hospitality from, for example, contractors, customers, residents, clients, applicants, suppliers, potential suppliers, tenderers or external organisations.

If you receive a gift, benefit or hospitality, you need to consider two things:

- a. The actual **value** of the gift, benefit or hospitality, e.g. the retail or replacement cost of the gift, benefit or hospitality, (What would it cost the general public?).
- b. The actual **purpose** of the gift, benefit or hospitality e.g. is this person or body attempting to secure favor or favourable treatment of any kind from you or from Council via the gift, benefit or hospitality.

If the answer to question **A** above is over \$100 then you cannot accept. If the answer to question **B** above is yes they are trying to secure favor, or even that it could appear that they are trying to secure favor, then you cannot accept.



### 3. What is not a gift or benefit?

- a. items with a value of \$10 or less
- b. a political donation for the purposes of the *Electoral Funding Act 2018*
- c. a gift provided to the council as part of a cultural exchange or sister-city relationship that is not converted for the personal use or enjoyment of any individual council official, or someone personally associated with them
- d. a benefit or facility provided by the council to an employee or councillor
- e. attendance by a Councillor or staff member at a work-related event or function for the purposes of performing their official duties, e.g. opening an event, making a speech, representing the Council, presenting, undertaking some type of function at the event
- f. where Council purchases a table or tickets to relevant Council or local government events and invites Councillors or employees; or
- g. free or subsidised meals, beverages or refreshments of token value (\$100) provided to council officials in conjunction with the performance of their official duties such as, but not limited to:
  - I. the discussion of official business
  - II. work-related events such as council-sponsored or community events, training, education sessions or workshops
  - III. conferences
  - IV. council functions or events
  - V. social functions organised by groups, such as council committees and community organisations.

**Note:** point F above is only talking about free or subsidised meals, beverages, or refreshments in conjunction with the types of events listed in Parts I-V.

### 4. What you can accept

You may accept gifts and benefits of **token value (\$100)**. Gifts and benefits of token value are one or more gifts or benefits received from a person or organisation over a **12-month period** that, when combined, do not exceed the token value of \$100. They can include, but are not limited to:

- a. invitations to and attendance at local social, cultural or sporting events with a ticket value that does not exceed \$100
- b. gifts of alcohol that do not exceed a value of \$100
- c. ties, scarves, coasters, tie pins, diaries, chocolates or flowers or the like that do not exceed a value of \$100
- d. prizes or awards that do not exceed \$100 in value.

**Note:** If you have accepted gifts or benefits from a person or organisation you need to be mindful not to accept from the same person or organisation any more gifts



or benefits that if added to the accepted gifts or benefits would exceed the **token value (\$100)** within a **12-month period**.

## 5. What steps to take when you accept a gift or benefit?

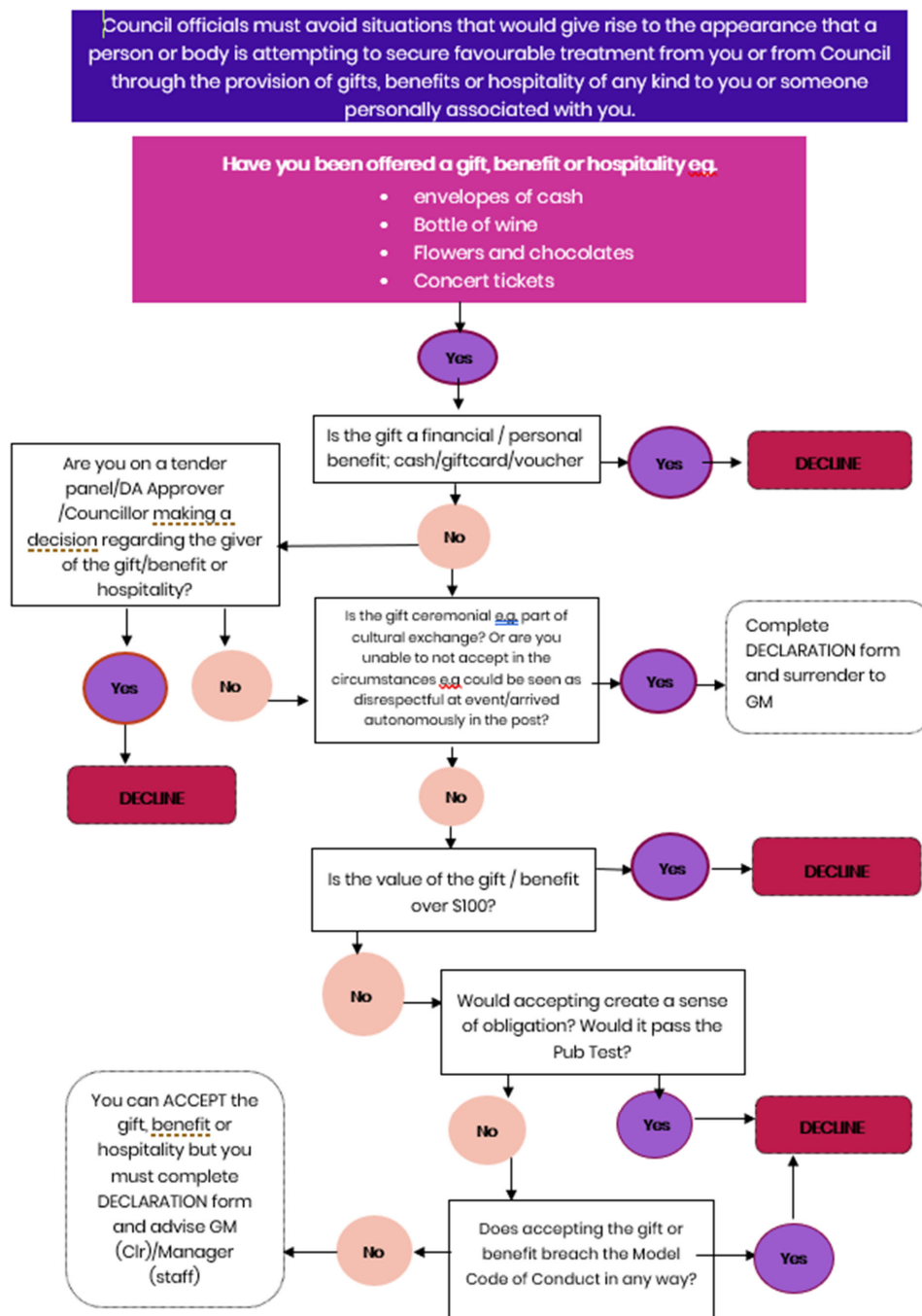
- a. Where you receive a gift or benefit of **any value**, other than one referred to in section 3 above, you must disclose this promptly to the General Manager if a Councillor, or your Manager or General Manager, if a staff member, via the gifts and benefits [form](#).
- b. If a situation arises where you receive a gift or benefit of more than **token value (\$100)** that cannot reasonably be refused or returned, the gift or benefit must be surrendered to the council, unless the nature of the gift or benefit makes this impractical and a gifts and benefits [form](#) must be filled out.

## 6. What you must not accept under any circumstances

- a. a bribe or other improper inducement
- b. any gift or benefit that may create a sense of obligation on your part, or may be perceived to be intended or likely to influence you in carrying out your public duty;
- c. any gift or benefit of more than **token value (\$100)** excluding those in 5b above; which can include, but is not limited to:
  - I. tickets to major sporting events (*such as international matches or matches in national sporting codes*) with a ticket value that exceeds \$100;
  - II. corporate hospitality at a corporate facility at major sporting events with a ticket value that exceeds \$100;
  - III. free or discounted products or services for personal use provided on terms that are not available to the general public;
  - IV. the use of holiday homes, artworks, free or discounted travel.
- d. an offer of cash or a cash-like gift (***gift vouchers, credit cards, debit cards with credit on them, prepayments such as phone or internet credit, lottery tickets, memberships or entitlements to discounts that are not available to the general public or a broad class of persons***)
- e. participation in competitions for prizes **where** eligibility is based on the council being in or entering into a customer-supplier relationship with the competition organiser
- f. personal reward points for personal programs when purchasing on behalf of the council.

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### 7. Flow Chart





## 8. Examples of scenarios and applying the principles

### Upgrade for flight

Aisha has to travel intrastate for a Local Government conference being paid for Council. She books a flight with the Council's contracted carrier and, when she checks-in, realises she has been upgraded to business class.

The airline's contract expires at the end of the financial year after which time a new tender will be released. Aisha is the manager of the finance and is responsible for managing the forthcoming tender and the airline contract.

### Applying the principles

Aisha's role is high risk because she works in finance and finance manage the airline's contract. Accepting the upgrade could create a *perceived* sense of indebtedness.

Aisha should decline the offer in this circumstance.

### Cultural exchange

The Mayor is presenting on behalf of Council at a sister-city ceremony. At the end of her speech, the Mayor is presented with a gift. The gift has cultural significance and to refuse would likely be considered a slight to the person offering the gift.

### Applying the principles

As the gift is culturally significant, it would be offensive to refuse it.

The appropriate course of action would be to accept the gift at the event, complete a Gifts and Benefits form and hand the gift to the General Manager who will determine how it will be used. Such gifts typically become the property of the Council and may be placed on display.

### Tickets to Council-sponsored film festival

Carol is a Councillor. Council is sponsoring a local Trop Fest Film Festival. She has been directly emailed two tickets to opening night and has been asked to introduce a category of the festival. Tickets to opening night are by invitation and for film festival entrants only.

### Applying the principles

The benefit is clearly related to Carol's public role and Carol will be undertaking a specific function at the event. Acceptance of the tickets wouldn't be classified as a gift or benefit.

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### 9. Refusing a gift, benefit or hospitality

Councillors and council staff should always be mindful that people may want to cultivate a relationship with them because of their role. The best and most transparent course of action is to politely refuse any gifts, benefits or hospitality unless the above principles can be confidently worked through and the conditions enabling acceptance can be met.

Gifts, benefits and hospitality that do not meet the criteria of Council's Code of Conduct should be refused. Refused gifts, benefits and hospitality do not need to be disclosed but Councillors and staff may choose to disclose if they wish.



## Breaches of this Guideline

*Breaches of this Guideline/Procedure may result in an investigation of the alleged breach in line with relevant Council policies including the Model Code of Conduct.*

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

## 11. Administrative Changes

From time-to-time circumstances may change leading to the need for minor administrative changes to this document. Where an update does not materially alter this document, such a change may be made including branding, Council Officer titles or department changes and legislative name or title changes are considered minor in nature and not required to be formally endorsed.

## 12. Version Control – Policy History

This policy will be formally reviewed every three years from the date of adoption or as required.

Governance use only:

<b>Document:</b>	<b>Gifts, Benefits and Hospitality Guideline</b>	<b>Uncontrolled Copy When Printed</b>	
<b>Custodian:</b>	Senior Manager Governance and Risk	<b>Version #</b>	Version 1
<b>Approved By:</b>	Director Corporate	<b>ECM Document #</b>	TBC

<b>Amended by</b>	<b>Changes made</b>	<b>Date</b>
Governance & Risk	New Guideline	October 2022

## Attachment 3



## Procedures for the Administration of the Model Code of Conduct

<b>Title</b>	Procedures for the Administration of the Model Code of Conduct
<b>Summary</b>	The Policy outlines the procedures for investigating and reporting on Code of Conduct complaints and appointing Code of Conduct reviewers
<b>Background</b>	The Procedures for the Administration of the Model Code of Conduct is legislated by the Local Government Act
<b>Policy Type</b>	Council
<b>Relevant Strategic Plan Objective</b>	<ul style="list-style-type: none"> <li><u>Strategic Direction 5: Progressive local leadership</u></li> </ul>
<b>Relevant Council References</b>	N/A
<b>Main Legislative or Regulatory Reference</b>	Local Government Act 1993
<b>Applicable Delegation of Authority</b>	As per delegations' register
<b>Attachments</b>	Nil
<b>Record Notes</b>	External available document
<b>Version Control</b>	See last page

<b>Document:</b>	Policy	<i>Uncontrolled Copy When Printed</i>	
<b>Custodian:</b>	Governance Manager	<b>Version #</b>	Version # 3
<b>Approved By:</b>	Chief Executive Officer	<b>ECM Ref #</b>	28280774
<b>Adopted By:</b>	Council	<b>Publish Location</b>	Intranet/ Internet
<b>Adopted Date and Minute #:</b>	25 August 2020 Item 3	<b>Next Review Date</b>	25/08/2022



## TABLE OF CONTENTS

PART 1	INTRODUCTION .....	4
PART 2	DEFINITIONS.....	4
PART 3	ADMINISTRATIVE FRAMEWORK.....	6
PART 4	HOW MAY CODE OF CONDUCT COMPLAINTS BE MADE?.....	9
PART 5	HOW ARE CODE OF CONDUCT COMPLAINTS TO BE MANAGED?.....	11
PART 6	PRELIMINARY ASSESSMENT OF CODE OF CONDUCT COMPLAINTS ABOUT COUNCILLORS OR THE GENERAL MANAGER BY CONDUCT REVIEWERS .....	19
PART 7	INVESTIGATIONS OF CODE OF CONDUCT COMPLAINTS ABOUT COUNCILLORS OR THE GENERAL MANAGER.....	24
PART 8	OVERSIGHT AND RIGHTS OF REVIEW .....	32
PART 9	PROCEDURAL IRREGULARITIES.....	34
PART 10	PRACTICE DIRECTIONS .....	34
PART 11	REPORTING STATISTICS ON CODE OF CONDUCT COMPLAINTS ABOUT COUNCILLORS AND THE GENERAL MANAGER..	35
PART 12	CONFIDENTIALITY .....	35

## PART 1 INTRODUCTION

These procedures (“the Model Code Procedures”) are prescribed for the administration of the *Model Code of Conduct for Local Councils in NSW* (“the Model Code of Conduct”).

The Model Code of Conduct is made under section 440 of the *Local Government Act 1993* (“the LGA”) and the *Local Government (General) Regulation 2005* (“the Regulation”). Section 440 of the LGA requires every council (including county councils) and joint organisation to adopt a code of conduct that incorporates the provisions of the Model Code of Conduct.

The Model Code Procedures are made under section 440AA of the LGA and the Regulation. Section 440AA of the LGA requires every council (including county councils) and joint organisation to adopt procedures for the administration of their code of conduct that incorporate the provisions of the Model Code Procedures.

In adopting procedures for the administration of their adopted codes of conduct, councils and joint organisations may supplement the Model Code Procedures. However, provisions that are not consistent with those prescribed under the Model Code Procedures will have no effect.

**Note:** References in these procedures to councils are also to be taken as references to county councils and joint organisations.

**Note:** In adopting the Model Code Procedures, joint organisations should adapt them to substitute the terms “board” for “council”, “chairperson” for “mayor”, “voting representative” for “councillor” and “executive officer” for “general manager”.

**Note:** In adopting the Model Code Procedures, county councils should adapt them to substitute the term “chairperson” for “mayor” and “member” for “councillor”.

**Note:** Parts 6, 7, 8 and 11 of these procedures apply only to the management of code of conduct complaints about councillors (including the mayor) or the general manager.

## PART 2 DEFINITIONS

In these procedures the following terms have the following meanings:

administrator	an administrator of a council appointed under the LGA other than an administrator appointed under section 66
code of conduct	a code of conduct adopted under section 440 of the LGA

code of conduct complaint	a complaint that is a code of conduct complaint for the purposes of clauses 4.1 and 4.2 of these procedures
complainant	a person who makes a code of conduct complaint
complainant councillor	a councillor who makes a code of conduct complaint
complaints coordinator	a person appointed by the general manager under these procedures as a complaints coordinator
conduct reviewer	a person appointed under these procedures to review allegations of breaches of the code of conduct by councillors or the general manager
council	includes county councils and joint organisations
council committee	a committee established by a council comprising of councillors, staff or other persons that the council has delegated functions to and the council's audit, risk and improvement committee
council committee member	a person other than a councillor or member of staff of a council who is a member of a council committee other than a wholly advisory committee, and a person other than a councillor who is a member of the council's audit, risk and improvement committee
councillor	any person elected or appointed to civic office, including the mayor, and includes members and chairpersons of county councils and voting representatives of the boards of joint organisations and chairpersons of joint organisations
council official	any councillor, member of staff of council, administrator, council committee member, delegate of council and, for the purposes of clause 4.16 of the Model Code of Conduct, council adviser

delegate of council	a person (other than a councillor or member of staff of a council) or body, and the individual members of that body, to whom a function of the council is delegated
external agency	a state government agency such as, but not limited to, the Office, the ICAC, the NSW Ombudsman or the police
general manager	includes the executive officer of a joint organisation
ICAC	the Independent Commission Against Corruption
joint organisation	a joint organisation established under section 400O of the LGA
LGA	the <i>Local Government Act 1993</i>
mayor	includes the chairperson of a county council or a joint organisation
members of staff of a council	includes members of staff of county councils and joint organisations
the Office	the Office of Local Government
investigator	a conduct reviewer
the Regulation	the <i>Local Government (General) Regulation 2005</i>
respondent	a person whose conduct is the subject of investigation by a conduct reviewer under these procedures
wholly advisory committee	a council committee that the council has not delegated any functions to

## PART 3 ADMINISTRATIVE FRAMEWORK

### The establishment of a panel of conduct reviewers

3.1 The council must by resolution establish a panel of conduct reviewers.

- 3.2 The council may enter into an arrangement with one or more other councils to share a panel of conduct reviewers including through a joint organisation or another regional body associated with the councils.
- 3.3 The panel of conduct reviewers is to be established following a public expression of interest process.
- 3.4 An expression of interest for members of the council's panel of conduct reviewers must, at a minimum, be advertised locally and in the Sydney metropolitan area.
- 3.5 To be eligible to be a conduct reviewer, a person must, at a minimum, meet the following requirements:
  - a) an understanding of local government, and
  - b) knowledge of investigative processes including but not limited to procedural fairness requirements and the requirements of the *Public Interest Disclosures Act 1994*, and
  - c) knowledge and experience of one or more of the following:
    - i) investigations
    - ii) law
    - iii) public administration
    - iv) public sector ethics
    - v) alternative dispute resolution, and
  - d) meet the eligibility requirements for membership of a panel of conduct reviewers under clause 3.6.
- 3.6 A person is not eligible to be a conduct reviewer if they are:
  - a) a councillor, or
  - b) a nominee for election as a councillor, or
  - c) an administrator, or
  - d) an employee of a council, or
  - e) a member of the Commonwealth Parliament or any State Parliament or Territory Assembly, or
  - f) a nominee for election as a member of the Commonwealth Parliament or any State Parliament or Territory Assembly, or
  - g) a person who has a conviction for an indictable offence that is not an expired conviction.
- 3.7 A person is not precluded from being a member of the council's panel of conduct reviewers if they are a member of another council's panel of conduct reviewers.
- 3.8 An incorporated or other entity may be appointed to a council's panel of conduct reviewers where the council is satisfied that all the persons who will be undertaking the functions of a conduct reviewer on behalf of the entity meet the selection and eligibility criteria prescribed under this Part.
- 3.9 A panel of conduct reviewers established under this Part is to have a term of up to four years.

- 3.10 The council may terminate the panel of conduct reviewers at any time. Where a panel of conduct reviewers has been terminated, conduct reviewers who were members of the panel may continue to deal with any matter referred to them under these procedures prior to the termination of the panel until they have finalised their consideration of the matter.
- 3.11 When the term of the panel of conduct reviewers concludes or is terminated, the council must establish by resolution a new panel of conduct reviewers in accordance with the requirements of this Part.
- 3.12 A person who was a member of a previous panel of conduct reviewers established by the council may be a member of subsequent panels of conduct reviewers established by the council if they continue to meet the selection and eligibility criteria for membership of the panel.

## The appointment of an internal ombudsman to a panel of conduct reviewers

- 3.13 Despite clause 3.6(d), an employee of a council who is the nominated internal ombudsman of one or more councils may be appointed to a council's panel of conduct reviewers with the Office's consent.
- 3.14 To be appointed to a council's panel of conduct reviewers, an internal ombudsman must meet the qualification requirements for conduct reviewers prescribed under clause 3.5 as modified by the operation of clause 3.13.
- 3.15 An internal ombudsman appointed to a council's panel of conduct reviewers may also exercise the functions of the council's complaints coordinator. For the purposes of clause 6.1, an internal ombudsman who is a council's complaints coordinator and has been appointed to the council's panel of conduct reviewers, may either undertake a preliminary assessment and investigation of a matter referred to them under clauses 5.26 or 5.33 or refer the matter to another conduct reviewer in accordance with clause 6.2.
- 3.16 Clause 6.4(c) does not apply to an internal ombudsman appointed to a council's panel of conduct reviewers.

## The appointment of complaints coordinators

- 3.17 The general manager must appoint a member of staff of the council or another person (such as, but not limited to, a member of staff of another council or a member of staff of a joint organisation or other regional body associated with the council), to act as a complaints coordinator. Where the complaints coordinator is a member of staff of the council, the complaints coordinator should be a senior and suitably qualified member of staff.
- 3.18 The general manager may appoint other members of staff of the council or other persons (such as, but not limited to, members of staff of another

council or members of staff of a joint organisation or other regional body associated with the council), to act as alternates to the complaints coordinator.

3.19 The general manager must not undertake the role of complaints coordinator.

3.20 The person appointed as complaints coordinator or alternate complaints coordinator must also be a nominated disclosures coordinator appointed for the purpose of receiving and managing reports of wrongdoing under the *Public Interest Disclosures Act 1994*.

3.21 The role of the complaints coordinator is to:

- a) coordinate the management of complaints made under the council's code of conduct
- b) liaise with and provide administrative support to a conduct reviewer
- c) liaise with the Office, and
- d) arrange the annual reporting of code of conduct complaints statistics.

## **PART 4 HOW MAY CODE OF CONDUCT COMPLAINTS BE MADE?**

### What is a code of conduct complaint?

4.1 For the purpose of these procedures, a code of conduct complaint is a complaint that shows or tends to show conduct on the part of a council official in connection with their role as a council official or the exercise of their functions as a council official that would constitute a breach of the standards of conduct prescribed under the council's code of conduct if proven.

4.2 The following are not "code of conduct complaints" for the purposes of these procedures:

- a) complaints about the standard or level of service provided by the council or a council official
- b) complaints that relate solely to the merits of a decision made by the council or a council official or the exercise of a discretion by the council or a council official
- c) complaints about the policies or procedures of the council
- d) complaints about the conduct of a council official arising from the exercise of their functions in good faith, whether or not involving error, that would not otherwise constitute a breach of the standards of conduct prescribed under the council's code of conduct.

4.3 Only code of conduct complaints are to be dealt with under these procedures. Complaints that do not satisfy the definition of a code of

conduct complaint are to be dealt with under the council's routine complaints management processes.

When must a code of conduct complaint be made?

- 4.4 A code of conduct complaint must be made within 3 months of the alleged conduct occurring or within three months of the complainant becoming aware of the alleged conduct.
- 4.5 A complaint made after 3 months may only be accepted if the general manager or their delegate, or, in the case of a complaint about the general manager, the mayor or their delegate, is satisfied that the allegations are serious and compelling grounds exist for the matter to be dealt with under the code of conduct.

How may a code of conduct complaint about a council official other than the general manager be made?

- 4.6 All code of conduct complaints other than those relating to the general manager are to be made to the general manager in writing. This clause does not operate to prevent a person from making a complaint to an external agency.
- 4.7 Where a code of conduct complaint about a council official other than the general manager cannot be made in writing, the complaint must be confirmed with the complainant in writing as soon as possible after the receipt of the complaint.
- 4.8 In making a code of conduct complaint about a council official other than the general manager, the complainant may nominate whether they want the complaint to be resolved by mediation or by other alternative means.
- 4.9 The general manager or their delegate, or, where the complaint is referred to a conduct reviewer, the conduct reviewer, must consider the complainant's preferences in deciding how to deal with the complaint.
- 4.10 Notwithstanding clauses 4.6 and 4.7, where the general manager becomes aware of a possible breach of the council's code of conduct, they may initiate the process for the consideration of the matter under these procedures without a written complaint.

How may a code of conduct complaint about the general manager be made?

- 4.11 Code of conduct complaints about the general manager are to be made to the mayor in writing. This clause does not operate to prevent a person from making a complaint about the general manager to an external agency.

- 4.12 Where a code of conduct complaint about the general manager cannot be made in writing, the complaint must be confirmed with the complainant in writing as soon as possible after the receipt of the complaint.
- 4.13 In making a code of conduct complaint about the general manager, the complainant may nominate whether they want the complaint to be resolved by mediation or by other alternative means.
- 4.14 The mayor or their delegate, or, where the complaint is referred to a conduct reviewer, the conduct reviewer, must consider the complainant's preferences in deciding how to deal with the complaint.
- 4.15 Notwithstanding clauses 4.11 and 4.12, where the mayor becomes aware of a possible breach of the council's code of conduct by the general manager, they may initiate the process for the consideration of the matter under these procedures without a written complaint.

## **PART 5 HOW ARE CODE OF CONDUCT COMPLAINTS TO BE MANAGED?**

### Delegation by general managers and mayors of their functions under this Part

- 5.1 A general manager or mayor may delegate their functions under this Part to a member of staff of the council or to a person or persons external to the council other than an external agency. References in this Part to the general manager or mayor are also to be taken to be references to their delegates.

### Consideration of complaints by general managers and mayors

- 5.2 In exercising their functions under this Part, general managers and mayors may consider the complaint assessment criteria prescribed under clause 6.31.

### What complaints may be declined at the outset?

- 5.3 Without limiting any other provision in these procedures, the general manager or, in the case of a complaint about the general manager, the mayor, may decline to deal with a complaint under these procedures where they are satisfied that the complaint:
  - a) is not a code of conduct complaint, or
  - b) subject to clause 4.5, is not made within 3 months of the alleged conduct occurring or the complainant becoming aware of the alleged conduct, or
  - c) is trivial, frivolous, vexatious or not made in good faith, or
  - d) relates to a matter the substance of which has previously been considered and addressed by the council and does not warrant further action, or

- e) is not made in a way that would allow the alleged conduct and any alleged breaches of the council's code of conduct to be readily identified.

How are code of conduct complaints about staff (other than the general manager) to be dealt with?

- 5.4 The general manager is responsible for the management of code of conduct complaints about members of staff of council (other than complaints alleging a breach of the pecuniary interest provisions contained in Part 4 of the code of conduct) and for determining the outcome of such complaints.
- 5.5 The general manager must refer code of conduct complaints about members of staff of council alleging a breach of the pecuniary interest provisions contained in Part 4 of the code of conduct to the Office.
- 5.6 The general manager may decide to take no action in relation to a code of conduct complaint about a member of staff of council other than one requiring referral to the Office under clause 5.5 where they consider that no action is warranted in relation to the complaint.
- 5.7 Where the general manager decides to take no action in relation to a code of conduct complaint about a member of staff of council, the general manager must give the complainant reasons in writing for their decision and this shall finalise the consideration of the matter under these procedures.
- 5.8 Code of conduct complaints about members of staff of council must be managed in accordance with the relevant industrial instrument or employment contract and make provision for procedural fairness including the right of an employee to be represented by their union.
- 5.9 Sanctions for breaches of the code of conduct by staff depend on the severity, scale and importance of the breach and must be determined in accordance with any relevant industrial instruments or contracts.

How are code of conduct complaints about delegates of council, council advisers and council committee members to be dealt with?

- 5.10 The general manager is responsible for the management of code of conduct complaints about delegates of council and council committee members (other than complaints alleging a breach of the pecuniary interest provisions contained in Part 4 of the code of conduct) and for determining the outcome of such complaints.
- 5.11 The general manager must refer code of conduct complaints about council advisers, delegates of council and council committee members alleging a breach of the pecuniary interest provisions contained in Part 4 of the code of conduct to the Office.

- 5.12 The general manager may decide to take no action in relation to a code of conduct complaint about a delegate of council or a council committee member other than one requiring referral to the Office under clause 5.11 where they consider that no action is warranted in relation to the complaint.
- 5.13 Where the general manager decides to take no action in relation to a code of conduct complaint about a delegate of council or a council committee member, the general manager must give the complainant reasons in writing for their decision and this shall finalise the consideration of the matter under these procedures.
- 5.14 Where the general manager considers it to be practicable and appropriate to do so, the general manager may seek to resolve code of conduct complaints about delegates of council or council committee members, by alternative means such as, but not limited to, explanation, counselling, training, mediation, informal discussion, negotiation, a voluntary apology or an undertaking not to repeat the offending behaviour. The resolution of a code of conduct complaint under this clause is not to be taken as a determination that there has been a breach of the council's code of conduct.
- 5.15 Where the general manager resolves a code of conduct complaint under clause 5.14 to the general manager's satisfaction, the general manager must notify the complainant in writing of the steps taken to resolve the complaint and this shall finalise the consideration of the matter under these procedures.
- 5.16 Sanctions for breaches of the code of conduct by delegates of council and/or council committee members depend on the severity, scale and importance of the breach and may include one or more of the following:
  - a) censure
  - b) requiring the person to apologise to any person or organisation adversely affected by the breach in such a time and form specified by the general manager
  - c) prosecution for any breach of the law
  - d) removing or restricting the person's delegation
  - e) removing the person from membership of the relevant council committee.
- 5.17 Prior to imposing a sanction against a delegate of council or a council committee member under clause 5.16, the general manager or any person making enquiries on behalf of the general manager must comply with the requirements of procedural fairness. In particular:
  - a) the substance of the allegation (including the relevant provision/s of the council's code of conduct that the alleged conduct is in breach of) must be put to the person who is the subject of the allegation, and

- b) the person must be given an opportunity to respond to the allegation, and
- c) the general manager must consider the person's response in deciding whether to impose a sanction under clause 5.16.

How are code of conduct complaints about administrators to be dealt with?

5.18 The general manager must refer all code of conduct complaints about administrators to the Office for its consideration.

5.19 The general manager must notify the complainant of the referral of their complaint in writing.

How are code of conduct complaints about councillors to be dealt with?

5.20 The general manager must refer the following code of conduct complaints about councillors to the Office:

- a) complaints alleging a breach of the pecuniary interest provisions contained in Part 4 of the code of conduct
- b) complaints alleging a failure to comply with a requirement under the code of conduct to disclose and appropriately manage conflicts of interest arising from political donations (see section 328B of the LGA)
- c) complaints alleging a breach of the provisions relating to the maintenance of the integrity of the code of conduct contained in Part 9 of the code of conduct
- d) complaints that are the subject of a special complaints management arrangement with the Office under clause 5.49.

5.21 Where the general manager refers a complaint to the Office under clause 5.20, the general manager must notify the complainant of the referral in writing.

5.22 The general manager may decide to take no action in relation to a code of conduct complaint about a councillor, other than one requiring referral to the Office under clause 5.20, where they consider that no action is warranted in relation to the complaint.

5.23 Where the general manager decides to take no action in relation to a code of conduct complaint about a councillor, the general manager must give the complainant reasons in writing for their decision within 21 days of receipt of the complaint and this shall finalise the consideration of the matter under these procedures.

5.24 Where the general manager considers it to be practicable and appropriate to do so, the general manager may seek to resolve code of conduct complaints about councillors, other than those requiring referral to the Office under clause 5.20, by alternative means such as, but not limited to, explanation, counselling, training, mediation, informal discussion, negotiation, a voluntary apology or an undertaking not to repeat the

offending behaviour. The resolution of a code of conduct complaint under this clause is not to be taken as a determination that there has been a breach of the council's code of conduct.

5.25 Where the general manager resolves a code of conduct complaint under clause 5.24 to the general manager's satisfaction, the general manager must notify the complainant in writing of the steps taken to resolve the complaint within 21 days of receipt of the complaint and this shall finalise the consideration of the matter under these procedures.

5.26 The general manager must refer all code of conduct complaints about councillors, other than those referred to the Office under clause 5.20 or finalised under clause 5.23 or resolved under clause 5.24, to the complaints coordinator.

How are code of conduct complaints about the general manager to be dealt with?

5.27 The mayor must refer the following code of conduct complaints about the general manager to the Office:

- a) complaints alleging a breach of the pecuniary interest provisions contained in Part 4 of the code of conduct
- b) complaints alleging a breach of the provisions relating to the maintenance of the integrity of the code of conduct contained in Part 9 of the code of conduct
- c) complaints that are the subject of a special complaints management arrangement with the Office under clause 5.49.

5.28 Where the mayor refers a complaint to the Office under clause 5.27, the mayor must notify the complainant of the referral in writing.

5.29 The mayor may decide to take no action in relation to a code of conduct complaint about the general manager, other than one requiring referral to the Office under clause 5.27, where they consider that no action is warranted in relation to the complaint.

5.30 Where the mayor decides to take no action in relation to a code of conduct complaint about the general manager, the mayor must give the complainant reasons in writing for their decision within 21 days of receipt of the complaint and this shall finalise the consideration of the matter under these procedures.

5.31 Where the mayor considers it to be practicable and appropriate to do so, the mayor may seek to resolve code of conduct complaints about the general manager, other than those requiring referral to the Office under clause 5.27, by alternative means such as, but not limited to, explanation, counselling, training, mediation, informal discussion, negotiation, a voluntary apology or an undertaking not to repeat the offending behaviour. The resolution of a code of conduct complaint under this clause is not to

be taken as a determination that there has been a breach of the council's code of conduct.

5.32 Where the mayor resolves a code of conduct complaint under clause 5.31 to the mayor's satisfaction, the mayor must notify the complainant in writing of the steps taken to resolve the complaint within 21 days of receipt of the complaint and this shall finalise the consideration of the matter under these procedures.

5.33 The mayor must refer all code of conduct complaints about the general manager, other than those referred to the Office under clause 5.27 or finalised under clause 5.30 or resolved under clause 5.31, to the complaints coordinator.

How are complaints about both the general manager and the mayor to be dealt with?

5.34 Where the general manager or mayor receives a code of conduct complaint that alleges a breach of the code of conduct by both the general manager and the mayor, the general manager or mayor must either:

- a) delegate their functions under this part with respect to the complaint to a member of staff of the council other than the general manager where the allegation is not serious, or to a person external to the council, or
- b) refer the matter to the complaints coordinator under clause 5.26 and clause 5.33.

Referral of code of conduct complaints to external agencies

5.35 The general manager, mayor or a conduct reviewer may, at any time, refer a code of conduct complaint to an external agency for its consideration, where they consider such a referral is warranted.

5.36 The general manager, mayor or a conduct reviewer must report to the ICAC any matter that they suspect on reasonable grounds concerns or may concern corrupt conduct.

5.37 Where the general manager, mayor or conduct reviewer refers a complaint to an external agency under clause 5.35, they must notify the complainant of the referral in writing unless they form the view, on the advice of the relevant agency, that it would not be appropriate for them to do so.

5.38 Referral of a matter to an external agency shall finalise consideration of the matter under these procedures unless the council is subsequently advised otherwise by the referral agency.

## Disclosure of the identity of complainants

- 5.39 In dealing with matters under these procedures, information that identifies or tends to identify complainants is not to be disclosed unless:
- a) the complainant consents in writing to the disclosure, or
  - b) it is generally known that the complainant has made the complaint as a result of the complainant having voluntarily identified themselves as the person who made the complaint, or
  - c) it is essential, having regard to procedural fairness requirements, that the identifying information be disclosed, or
  - d) a conduct reviewer is of the opinion that disclosure of the information is necessary to investigate the matter effectively, or
  - e) it is otherwise in the public interest to do so.
- 5.40 Clause 5.39 does not apply to code of conduct complaints made by councillors about other councillors or the general manager.
- 5.41 Where a councillor makes a code of conduct complaint about another councillor or the general manager, and the complainant councillor considers that compelling grounds exist that would warrant information that identifies or tends to identify them as the complainant not to be disclosed, they may request in writing that such information not be disclosed.
- 5.42 A request made by a complainant councillor under clause 5.41 must be made at the time they make a code of conduct complaint and must state the grounds upon which the request is made.
- 5.43 The general manager or mayor, and where the matter is referred to a conduct reviewer, the conduct reviewer, must consider a request made under clause 5.41 before disclosing information that identifies or tends to identify the complainant councillor, but they are not obliged to comply with the request.
- 5.44 Where a complainant councillor makes a request under clause 5.41, the general manager or mayor or, where the matter is referred to a conduct reviewer, the conduct reviewer, shall notify the councillor in writing of their intention to disclose information that identifies or tends to identify them prior to disclosing the information.

## Code of conduct complaints made as public interest disclosures

- 5.45 These procedures do not override the provisions of the *Public Interest Disclosures Act 1994*. Code of conduct complaints that are made as public interest disclosures under that Act are to be managed in accordance with the requirements of that Act, the council's internal reporting policy, and any guidelines issued by the NSW Ombudsman that relate to the management of public interest disclosures.

- 5.46 Where a councillor makes a code of conduct complaint about another councillor or the general manager as a public interest disclosure, before the matter may be dealt with under these procedures, the complainant councillor must consent in writing to the disclosure of their identity as the complainant.
- 5.47 Where a complainant councillor declines to consent to the disclosure of their identity as the complainant under clause 5.46, the general manager or the mayor must refer the complaint to the Office for consideration. Such a referral must be made under section 26 of the *Public Interest Disclosures Act 1994*.

## Special complaints management arrangements

- 5.48 The general manager may request in writing that the Office enter into a special complaints management arrangement with the council in relation to code of conduct complaints made by or about a person or persons.
- 5.49 Where the Office receives a request under clause 5.48, it may agree to enter into a special complaints management arrangement if it is satisfied that the number or nature of code of conduct complaints made by or about a person or persons has:
- a) imposed an undue and disproportionate cost burden on the council's administration of its code of conduct, or
  - b) impeded or disrupted the effective administration by the council of its code of conduct, or
  - c) impeded or disrupted the effective functioning of the council.
- 5.50 A special complaints management arrangement must be in writing and must specify the following:
- a) the code of conduct complaints the arrangement relates to, and
  - b) the period that the arrangement will be in force.
- 5.51 The Office may, by notice in writing, amend or terminate a special complaints management arrangement at any time.
- 5.52 While a special complaints management arrangement is in force, an officer of the Office (the assessing OLG officer) must undertake the preliminary assessment of the code of conduct complaints specified in the arrangement in accordance with the requirements of Part 6 of these procedures.
- 5.53 Where, following a preliminary assessment, the assessing OLG officer determines that a code of conduct complaint warrants investigation by a conduct reviewer, the assessing OLG officer shall notify the complaints coordinator in writing of their determination and the reasons for their determination. The complaints coordinator must comply with the recommendation of the assessing OLG officer.

5.54 Prior to the expiry of a special complaints management arrangement, the Office may, at the request of the general manager, review the arrangement to determine whether it should be renewed or amended.

5.55 A special complaints management arrangement shall expire on the date specified in the arrangement unless renewed under clause 5.54.

## **PART 6 PRELIMINARY ASSESSMENT OF CODE OF CONDUCT COMPLAINTS ABOUT COUNCILLORS OR THE GENERAL MANAGER BY CONDUCT REVIEWERS**

### Referral of code of conduct complaints about councillors or the general manager to conduct reviewers

6.1 The complaints coordinator must refer all code of conduct complaints about councillors or the general manager that have not been referred to an external agency or declined or resolved by the general manager, mayor or their delegate and that have been referred to them under clauses 5.26 or 5.33, to a conduct reviewer within 21 days of receipt of the complaint by the general manager or the mayor.

6.2 For the purposes of clause 6.1, the complaints coordinator will refer a complaint to a conduct reviewer selected from:

- a) a panel of conduct reviewers established by the council, or
- b) a panel of conduct reviewers established by an organisation approved by the Office.

6.3 In selecting a suitable conduct reviewer, the complaints coordinator may have regard to the qualifications and experience of members of the panel of conduct reviewers. Where the conduct reviewer is an incorporated or other entity, the complaints coordinator must also ensure that the person assigned to receive the referral on behalf of the entity meets the selection and eligibility criteria for conduct reviewers prescribed under Part 3 of these procedures.

6.4 A conduct reviewer must not accept the referral of a code of conduct complaint where:

- a) they have a conflict of interest in relation to the matter referred to them, or
- b) a reasonable apprehension of bias arises in relation to their consideration of the matter, or
- c) they or their employer has entered into one or more contracts with the council (other than contracts relating to the exercise of their functions as a conduct reviewer) in the 2 years preceding the referral, and they or their employer have received or expect to receive payments under the contract or contracts of a value that, when aggregated, exceeds \$100,000, or

- d) at the time of the referral, they or their employer are the council's legal service provider or are a member of a panel of legal service providers appointed by the council.
- 6.5 For the purposes of clause 6.4(a), a conduct reviewer will have a conflict of interest in a matter where a reasonable and informed person would perceive that they could be influenced by a private interest when carrying out their public duty (see clause 5.2 of the Model Code of Conduct).
- 6.6 For the purposes of clause 6.4(b), a reasonable apprehension of bias arises where a fair-minded observer might reasonably apprehend that the conduct reviewer might not bring an impartial and unprejudiced mind to the matter referred to the conduct reviewer.
- 6.7 Where the complaints coordinator refers a matter to a conduct reviewer, they will provide the conduct reviewer with a copy of the code of conduct complaint and any other information relevant to the matter held by the council, including any information about previous proven breaches and any information that would indicate that the alleged conduct forms part of an ongoing pattern of behaviour.
- 6.8 The complaints coordinator must notify the complainant in writing that the matter has been referred to a conduct reviewer, and advise which conduct reviewer the matter has been referred to.
- 6.9 Conduct reviewers must comply with these procedures in their consideration of matters that have been referred to them and exercise their functions in a diligent and timely manner.
- 6.10 The complaints coordinator may at any time terminate the referral of a matter to a conduct reviewer and refer the matter to another conduct reviewer where the complaints coordinator is satisfied that the conduct reviewer has failed to:
  - a) comply with these procedures in their consideration of the matter, or
  - b) comply with a lawful and reasonable request by the complaints coordinator, or
  - c) exercise their functions in a timely or satisfactory manner.
- 6.11 Where the complaints coordinator terminates a referral to a conduct reviewer under clause 6.10, they must notify the complainant and any other affected person in writing of their decision and the reasons for it and advise them which conduct reviewer the matter has been referred to instead.

Preliminary assessment of code of conduct complaints about councillors or the general manager by a conduct reviewer

- 6.12 The conduct reviewer is to undertake a preliminary assessment of a complaint referred to them by the complaints coordinator for the purposes of determining how the complaint is to be managed.
- 6.13 The conduct reviewer may determine to do one or more of the following in relation to a complaint referred to them by the complaints coordinator:
  - a) to take no action
  - b) to resolve the complaint by alternative and appropriate strategies such as, but not limited to, explanation, counselling, training, mediation, informal discussion, negotiation, a voluntary apology or an undertaking not to repeat the offending behaviour
  - c) to refer the matter back to the general manager or, in the case of a complaint about the general manager, the mayor, for resolution by alternative and appropriate strategies such as, but not limited to, explanation, counselling, training, mediation, informal discussion, negotiation, a voluntary apology or an undertaking not to repeat the offending behaviour
  - d) to refer the matter to an external agency
  - e) to investigate the matter.
- 6.14 In determining how to deal with a matter under clause 6.13, the conduct reviewer must have regard to the complaint assessment criteria prescribed under clause 6.31.
- 6.15 The conduct reviewer may make such enquiries the conduct reviewer considers to be reasonably necessary to determine what options to exercise under clause 6.13.
- 6.16 The conduct reviewer may request the complaints coordinator to provide such additional information the conduct reviewer considers to be reasonably necessary to determine what options to exercise in relation to the matter under clause 6.13. The complaints coordinator will, as far as is reasonably practicable, supply any information requested by the conduct reviewer.
- 6.17 The conduct reviewer must refer to the Office any complaints referred to them that should have been referred to the Office under clauses 5.20 and 5.27.
- 6.18 The conduct reviewer must determine to take no action on a complaint that is not a code of conduct complaint for the purposes of these procedures.
- 6.19 The resolution of a code of conduct complaint under clause 6.13, paragraphs (b) or (c) is not to be taken as a determination that there has been a breach of the council's code of conduct.

- 6.20 Where the conduct reviewer completes their preliminary assessment of a complaint by determining to exercise an option under clause 6.13, paragraphs (a), (b) or (c), they must provide the complainant with written notice of their determination and provide reasons for it, and this will finalise consideration of the matter under these procedures.
- 6.21 Where the conduct reviewer refers a complaint to an external agency, they must notify the complainant of the referral in writing unless they form the view, on the advice of the relevant agency, that it would not be appropriate for them to do so.
- 6.22 The conduct reviewer may only determine to investigate a matter where they are satisfied as to the following:
- a) that the complaint is a code of conduct complaint for the purposes of these procedures, and
  - b) that the alleged conduct is sufficiently serious to warrant the formal censure of a councillor under section 440G of the LGA or disciplinary action against the general manager under their contract of employment if it were to be proven, and
  - c) that the matter is one that could not or should not be resolved by alternative means.
- 6.23 In determining whether a matter is sufficiently serious to warrant formal censure of a councillor under section 440G of the LGA or disciplinary action against the general manager under their contract of employment, the conduct reviewer is to consider the following:
- a) the harm or cost that the alleged conduct has caused to any affected individuals and/or the council
  - b) the likely impact of the alleged conduct on the reputation of the council and public confidence in it
  - c) whether the alleged conduct was deliberate or undertaken with reckless intent or negligence
  - d) any previous proven breaches by the person whose alleged conduct is the subject of the complaint and/or whether the alleged conduct forms part of an ongoing pattern of behaviour.
- 6.24 The conduct reviewer must complete their preliminary assessment of the complaint within 28 days of referral of the matter to them by the complaints coordinator and notify the complaints coordinator in writing of the outcome of their assessment.
- 6.25 The conduct reviewer is not obliged to give prior notice to or to consult with any person before making a determination in relation to their preliminary assessment of a complaint, except as may be specifically required under these procedures.

#### Referral back to the general manager or mayor for resolution

- 6.26 Where the conduct reviewer determines to refer a matter back to the general manager or to the mayor to be resolved by alternative and

appropriate means, they must write to the general manager or, in the case of a complaint about the general manager, to the mayor, recommending the means by which the complaint may be resolved.

- 6.27 The conduct reviewer must consult with the general manager or mayor prior to referring a matter back to them under clause 6.13(c).
- 6.28 The general manager or mayor may decline to accept the conduct reviewer's recommendation. In such cases, the conduct reviewer may determine to deal with the complaint by other means under clause 6.13.
- 6.29 Where the conduct reviewer refers a matter back to the general manager or mayor under clause 6.13(c), the general manager or, in the case of a complaint about the general manager, the mayor, is responsible for implementing or overseeing the implementation of the conduct reviewer's recommendation.
- 6.30 Where the conduct reviewer refers a matter back to the general manager or mayor under clause 6.13(c), the general manager, or, in the case of a complaint about the general manager, the mayor, must advise the complainant in writing of the steps taken to implement the conduct reviewer's recommendation once these steps have been completed.

## Complaints assessment criteria

- 6.31 In undertaking the preliminary assessment of a complaint, the conduct reviewer must have regard to the following considerations:
  - a) whether the complaint is a code of conduct complaint for the purpose of these procedures
  - b) whether the complaint has been made in a timely manner in accordance with clause 4.4, and if not, whether the allegations are sufficiently serious for compelling grounds to exist for the matter to be dealt with under the council's code of conduct
  - c) whether the complaint is trivial, frivolous, vexatious or not made in good faith
  - d) whether the complaint discloses prima facie evidence of conduct that, if proven, would constitute a breach of the code of conduct
  - e) whether the complaint raises issues that would be more appropriately dealt with by an external agency
  - f) whether there is or was an alternative and satisfactory means of redress available in relation to the conduct complained of
  - g) whether the complaint is one that can be resolved by alternative and appropriate strategies such as, but not limited to, explanation, counselling, training, informal discussion, negotiation, a voluntary apology or an undertaking not to repeat the offending behaviour
  - h) whether the issue/s giving rise to the complaint have previously been addressed or resolved
  - i) any previous proven breaches of the council's code of conduct
  - j) whether the conduct complained of forms part of an ongoing pattern of behaviour

- k) whether there were mitigating circumstances giving rise to the conduct complained of
- l) the seriousness of the alleged conduct (having regard to the criteria specified in clause 6.23)
- m) the significance of the conduct or the impact of the conduct for the council
- n) how much time has passed since the alleged conduct occurred
- o) such other considerations that the conduct reviewer considers may be relevant to the assessment of the complaint.

## **PART 7 INVESTIGATIONS OF CODE OF CONDUCT COMPLAINTS ABOUT COUNCILLORS OR THE GENERAL MANAGER**

### What matters may a conduct reviewer investigate?

- 7.1 A conduct reviewer (hereafter referred to as an “investigator”) may investigate a code of conduct complaint that has been referred to them by the complaints coordinator and any matters related to or arising from that complaint.
- 7.2 Where an investigator identifies further separate possible breaches of the code of conduct that are not related to or do not arise from the code of conduct complaint that has been referred to them, they are to report the matters separately in writing to the general manager, or, in the case of alleged conduct on the part of the general manager, to the mayor.
- 7.3 The general manager or the mayor or their delegate is to deal with a matter reported to them by an investigator under clause 7.2 as if it were a new code of conduct complaint in accordance with these procedures.

### How are investigations to be commenced?

- 7.4 The investigator must at the outset of their investigation provide a written notice of investigation to the respondent. The notice of investigation must:
  - a) disclose the substance of the allegations against the respondent, and
  - b) advise of the relevant provisions of the code of conduct that apply to the alleged conduct, and
  - c) advise of the process to be followed in investigating the matter, and
  - d) advise the respondent of the requirement to maintain confidentiality, and
  - e) invite the respondent to make a written submission in relation to the matter within a period of not less than 14 days specified by the investigator in the notice, and
  - f) provide the respondent the opportunity to address the investigator on the matter within such reasonable time specified in the notice.

- 7.5 The respondent may, within 7 days of receipt of the notice of investigation, request in writing that the investigator provide them with such further information they consider necessary to assist them to identify the substance of the allegation against them. An investigator will only be obliged to provide such information that the investigator considers reasonably necessary for the respondent to identify the substance of the allegation against them.
- 7.6 An investigator may at any time prior to issuing a draft report, issue an amended notice of investigation to the respondent in relation to the matter referred to them.
- 7.7 Where an investigator issues an amended notice of investigation, they must provide the respondent with a further opportunity to make a written submission in response to the amended notice of investigation within a period of not less than 14 days specified by the investigator in the amended notice.
- 7.8 The investigator must also, at the outset of their investigation, provide written notice of the investigation to the complainant, the complaints coordinator and the general manager, or in the case of a complaint about the general manager, to the complainant, the complaints coordinator and the mayor. The notice must:
  - a) advise them of the matter the investigator is investigating, and
  - b) in the case of the notice to the complainant, advise them of the requirement to maintain confidentiality, and
  - c) invite the complainant to make a written submission in relation to the matter within a period of not less than 14 days specified by the investigator in the notice.

## Written and oral submissions

- 7.9 Where the respondent or the complainant fails to make a written submission in relation to the matter within the period specified by the investigator in their notice of investigation or amended notice of investigation, the investigator may proceed to prepare their draft report without receiving such submissions.
- 7.10 The investigator may accept written submissions received outside the period specified in the notice of investigation or amended notice of investigation.
- 7.11 Prior to preparing a draft report, the investigator must give the respondent an opportunity to address the investigator on the matter being investigated. The respondent may do so in person or by telephone or other electronic means.
- 7.12 Where the respondent fails to accept the opportunity to address the investigator within the period specified by the investigator in the notice of

investigation, the investigator may proceed to prepare a draft report without hearing from the respondent.

7.13 Where the respondent accepts the opportunity to address the investigator in person, they may have a support person or legal adviser in attendance. The support person or legal adviser will act in an advisory or support role to the respondent only. They must not speak on behalf of the respondent or otherwise interfere with or disrupt proceedings.

7.14 The investigator must consider all written and oral submissions made to them in relation to the matter.

## How are investigations to be conducted?

7.15 Investigations are to be undertaken without undue delay.

7.16 Investigations are to be undertaken in the absence of the public and in confidence.

7.17 Investigators must make any such enquiries that may be reasonably necessary to establish the facts of the matter.

7.18 Investigators may seek such advice or expert guidance that may be reasonably necessary to assist them with their investigation or the conduct of their investigation.

7.19 An investigator may request that the complaints coordinator provide such further information that the investigator considers may be reasonably necessary for them to establish the facts of the matter. The complaints coordinator will, as far as is reasonably practicable, provide the information requested by the investigator.

## Referral or resolution of a matter after the commencement of an investigation

7.20 At any time after an investigator has issued a notice of investigation and before they have issued their final report, an investigator may determine to:

- a) resolve the matter by alternative and appropriate strategies such as, but not limited to, explanation, counselling, training, mediation, informal discussion, negotiation, a voluntary apology or an undertaking not to repeat the offending behaviour, or
- b) refer the matter to the general manager, or, in the case of a complaint about the general manager, to the mayor, for resolution by alternative and appropriate strategies such as, but not limited to, explanation, counselling, training, mediation, informal discussion, negotiation, a voluntary apology or an undertaking not to repeat the offending behaviour, or
- c) refer the matter to an external agency.

- 7.21 Where an investigator determines to exercise any of the options under clause 7.20 after the commencement of an investigation, they must do so in accordance with the requirements of Part 6 of these procedures relating to the exercise of these options at the preliminary assessment stage.
- 7.22 The resolution of a code of conduct complaint under clause 7.20, paragraphs (a) or (b) is not to be taken as a determination that there has been a breach of the council's code of conduct.
- 7.23 Where an investigator determines to exercise any of the options under clause 7.20 after the commencement of an investigation, they may by written notice to the respondent, the complainant, the complaints coordinator and the general manager, or in the case of a complaint about the general manager, to the respondent, the complainant, the complaints coordinator and the mayor, discontinue their investigation of the matter.
- 7.24 Where the investigator discontinues their investigation of a matter under clause 7.23, this shall finalise the consideration of the matter under these procedures.
- 7.25 An investigator is not obliged to give prior notice to or to consult with any person before making a determination to exercise any of the options under clause 7.20 or to discontinue their investigation except as may be specifically required under these procedures.

## Draft investigation reports

- 7.26 When an investigator has completed their enquiries and considered any written or oral submissions made to them in relation to a matter, they must prepare a draft of their proposed report.
- 7.27 The investigator must provide their draft report to the respondent and invite them to make a written submission in relation to it within a period of not less than 14 days specified by the investigator.
- 7.28 Where the investigator proposes to make adverse comment about any other person (an affected person) in their report, they must also provide the affected person with relevant extracts of their draft report containing such comment and invite the affected person to make a written submission in relation to it within a period of not less than 14 days specified by the investigator.
- 7.29 The investigator must consider written submissions received in relation to the draft report prior to finalising their report in relation to the matter.
- 7.30 The investigator may, after consideration of all written submissions received in relation to their draft report, make further enquiries into the matter. If, as a result of making further enquiries, the investigator makes any material change to their proposed report that makes new adverse comment about the respondent or an affected person, they must provide

the respondent or affected person as the case may be with a further opportunity to make a written submission in relation to the new adverse comment.

7.31 Where the respondent or an affected person fails to make a written submission in relation to the draft report within the period specified by the investigator, the investigator may proceed to prepare and issue their final report without receiving such submissions.

7.32 The investigator may accept written submissions in relation to the draft report received outside the period specified by the investigator at any time prior to issuing their final report.

## Final investigation reports

7.33 Where an investigator issues a notice of investigation, they must prepare a final report in relation to the matter unless the investigation is discontinued under clause 7.23.

7.34 An investigator must not prepare a final report in relation to the matter at any time before they have finalised their consideration of the matter in accordance with the requirements of these procedures.

7.35 The investigator's final report must:

- a) make findings of fact in relation to the matter investigated, and,
- b) make a determination that the conduct investigated either,
  - i. constitutes a breach of the code of conduct, or
  - ii. does not constitute a breach of the code of conduct, and
- c) provide reasons for the determination.

7.36 At a minimum, the investigator's final report must contain the following information:

- a) a description of the allegations against the respondent
- b) the relevant provisions of the code of conduct that apply to the alleged conduct investigated
- c) a statement of reasons as to why the matter warranted investigation (having regard to the criteria specified in clause 6.23)
- d) a statement of reasons as to why the matter was one that could not or should not be resolved by alternative means
- e) a description of any attempts made to resolve the matter by use of alternative means
- f) the steps taken to investigate the matter
- g) the facts of the matter
- h) the investigator's findings in relation to the facts of the matter and the reasons for those findings
- i) the investigator's determination and the reasons for that determination
- j) any recommendations.

- 7.37 Where the investigator determines that the conduct investigated constitutes a breach of the code of conduct, the investigator may recommend:
- a) in the case of a breach by the general manager, that disciplinary action be taken under the general manager's contract of employment for the breach, or
  - b) in the case of a breach by a councillor, that the councillor be formally censured for the breach under section 440G of the LGA, or
  - c) in the case of a breach by a councillor, that the council resolves as follows:
    - i. that the councillor be formally censured for the breach under section 440G of the LGA, and
    - ii. that the matter be referred to the Office for further action under the misconduct provisions of the LGA.
- 7.38 Where the investigator proposes to make a recommendation under clause 7.37(c), the investigator must first consult with the Office on their proposed findings, determination and recommendation prior to finalising their report, and must take any comments by the Office into consideration when finalising their report.
- 7.39 Where the investigator has determined that there has been a breach of the code of conduct, the investigator may, in addition to making a recommendation under clause 7.37, recommend that the council revise any of its policies, practices or procedures.
- 7.40 Where the investigator determines that the conduct investigated does not constitute a breach of the code of conduct, the investigator may recommend:
- a) that the council revise any of its policies, practices or procedures
  - b) that a person or persons undertake any training or other education.
- 7.41 The investigator must provide a copy of their report to the complaints coordinator and the respondent.
- 7.42 At the time the investigator provides a copy of their report to the complaints coordinator and the respondent, the investigator must provide the complainant with a written statement containing the following information:
- a) the investigator's findings in relation to the facts of the matter and the reasons for those findings
  - b) the investigator's determination and the reasons for that determination
  - c) any recommendations, and
  - d) such other additional information that the investigator considers may be relevant.

- 7.43 Where the investigator has determined that there has not been a breach of the code of conduct, the complaints coordinator must provide a copy of the investigator's report to the general manager or, where the report relates to the general manager's conduct, to the mayor, and this will finalise consideration of the matter under these procedures.
- 7.44 Where the investigator has determined that there has been a breach of the code of conduct and makes a recommendation under clause 7.37, the complaints coordinator must, where practicable, arrange for the investigator's report to be reported to the next ordinary council meeting for the council's consideration, unless the meeting is to be held within the 4 weeks prior to an ordinary local government election, in which case the report must be reported to the first ordinary council meeting following the election.
- 7.45 Where it is apparent to the complaints coordinator that the council will not be able to form a quorum to consider the investigator's report, the complaints coordinator must refer the investigator's report to the Office for its consideration instead of reporting it to the council under clause 7.44.

#### Consideration of the final investigation report by council

- 7.46 The role of the council in relation to a final investigation report is to impose a sanction if the investigator has determined that there has been a breach of the code of conduct and has made a recommendation in their final report under clause 7.37.
- 7.47 The council is to close its meeting to the public to consider the final investigation report in cases where it is permitted to do so under section 10A of the LGA.
- 7.48 Where the complainant is a councillor, they must absent themselves from the meeting and take no part in any discussion or voting on the matter. The complainant councillor may absent themselves without making any disclosure of interest in relation to the matter unless otherwise required to do so under the code of conduct.
- 7.49 Prior to imposing a sanction, the council must provide the respondent with an opportunity to make a submission to the council. A submission may be made orally or in writing. The respondent is to confine their submission to addressing the investigator's recommendation.
- 7.50 Once the respondent has made their submission they must absent themselves from the meeting and, where they are a councillor, take no part in any discussion or voting on the matter.
- 7.51 The council must not invite submissions from other persons for the purpose of seeking to rehear evidence previously considered by the investigator.

- 7.52 Prior to imposing a sanction, the council may by resolution:
- a) request that the investigator make additional enquiries and/or provide additional information to it in a supplementary report, or
  - b) seek an opinion from the Office in relation to the report.
- 7.53 The council may, by resolution, defer further consideration of the matter pending the receipt of a supplementary report from the investigator or an opinion from the Office.
- 7.54 The investigator may make additional enquiries for the purpose of preparing a supplementary report.
- 7.55 Where the investigator prepares a supplementary report, they must provide copies to the complaints coordinator who shall provide a copy each to the council and the respondent.
- 7.56 The investigator is not obliged to notify or consult with any person prior to submitting the supplementary report to the complaints coordinator.
- 7.57 The council is only required to provide the respondent a further opportunity to make an oral or written submission on a supplementary report if the supplementary report contains new information that is adverse to them.
- 7.58 A council may by resolution impose one of the following sanctions on a respondent:
- a) in the case of a breach by the general manager, that disciplinary action be taken under the general manager's contract of employment for the breach, or
  - b) in the case of a breach by a councillor, that the councillor be formally censured for the breach under section 440G of the LGA, or
  - c) in the case of a breach by a councillor:
    - i. that the councillor be formally censured for the breach under section 440G of the LGA, and
    - ii. that the matter be referred to the Office for further action under the misconduct provisions of the LGA.
- 7.59 Where the council censures a councillor under section 440G of the LGA, the council must specify in the censure resolution the grounds on which it is satisfied that the councillor should be censured by disclosing in the resolution, the investigator's findings and determination and/or such other grounds that the council considers may be relevant or appropriate.
- 7.60 The council is not obliged to adopt the investigator's recommendation. Where the council proposes not to adopt the investigator's recommendation, the council must resolve not to adopt the recommendation and state in its resolution the reasons for its decision.

- 7.61 Where the council resolves not to adopt the investigator's recommendation, the complaints coordinator must notify the Office of the council's decision and the reasons for it.

## PART 8 OVERSIGHT AND RIGHTS OF REVIEW

### The Office's powers of review

- 8.1 The Office may, at any time, whether or not in response to a request, review the consideration of a matter under a council's code of conduct where it is concerned that a person has failed to comply with a requirement prescribed under these procedures or has misinterpreted or misapplied the standards of conduct prescribed under the code of conduct in their consideration of a matter.
- 8.2 The Office may direct any person, including the council, to defer taking further action in relation to a matter under consideration under the council's code of conduct pending the completion of its review. Any person the subject of a direction must comply with the direction.
- 8.3 Where the Office undertakes a review of a matter under clause 8.1, it will notify the complaints coordinator and any other affected persons, of the outcome of the review.

### Complaints about conduct reviewers

- 8.4 The general manager or their delegate must refer code of conduct complaints about conduct reviewers to the Office for its consideration.
- 8.5 The general manager must notify the complainant of the referral of their complaint about the conduct reviewer in writing.
- 8.6 The general manager must implement any recommendation made by the Office as a result of its consideration of a complaint about a conduct reviewer.

### Practice rulings

- 8.7 Where a respondent and an investigator are in dispute over a requirement under these procedures, either person may make a request in writing to the Office to make a ruling on a question of procedure (a practice ruling).
- 8.8 Where the Office receives a request in writing for a practice ruling, the Office may provide notice in writing of its ruling and the reasons for it to the person who requested it and to the investigator, where that person is different.
- 8.9 Where the Office makes a practice ruling, all parties must comply with it.

- 8.10 The Office may decline to make a practice ruling. Where the Office declines to make a practice ruling, it will provide notice in writing of its decision and the reasons for it to the person who requested it and to the investigator, where that person is different.

## Review of decisions to impose sanctions

- 8.11 A person who is the subject of a sanction imposed under Part 7 of these procedures other than one imposed under clause 7.58, paragraph (c), may, within 28 days of the sanction being imposed, seek a review of the investigator's determination and recommendation by the Office.
- 8.12 A review under clause 8.11 may be sought on the following grounds:
- a) that the investigator has failed to comply with a requirement under these procedures, or
  - b) that the investigator has misinterpreted or misapplied the standards of conduct prescribed under the code of conduct, or
  - c) that in imposing its sanction, the council has failed to comply with a requirement under these procedures.
- 8.13 A request for a review made under clause 8.11 must be made in writing and must specify the grounds upon which the person believes the investigator or the council has erred.
- 8.14 The Office may decline to conduct a review, in cases where the grounds upon which the review is sought are not sufficiently specified.
- 8.15 The Office may undertake a review of a matter without receiving a request under clause 8.11.
- 8.16 The Office will undertake a review of the matter on the papers. However, the Office may request that the complaints coordinator provide such further information that the Office considers reasonably necessary for it to review the matter. The complaints coordinator must, as far as is reasonably practicable, provide the information requested by the Office.
- 8.17 Where a person requests a review under clause 8.11, the Office may direct the council to defer any action to implement a sanction. The council must comply with a direction to defer action by the Office.
- 8.18 The Office must notify the person who requested the review and the complaints coordinator of the outcome of the Office's review in writing and the reasons for its decision. In doing so, the Office may comment on any other matters the Office considers to be relevant.
- 8.19 Where the Office considers that the investigator or the council has erred, the Office may recommend that a decision to impose a sanction under these procedures be reviewed. Where the Office recommends that the decision to impose a sanction be reviewed:

- a) the complaints coordinator must, where practicable, arrange for the Office's determination to be tabled at the next ordinary council meeting unless the meeting is to be held within the 4 weeks prior to an ordinary local government election, in which case it must be tabled at the first ordinary council meeting following the election, and
- b) the council must:
  - i. review its decision to impose the sanction, and
  - ii. consider the Office's recommendation in doing so, and
  - iii. resolve to either rescind or reaffirm its previous resolution in relation to the matter.

8.20 Where, having reviewed its previous decision in relation to a matter under clause 8.19(b), the council resolves to reaffirm its previous decision, the council must state in its resolution its reasons for doing so.

## **PART 9 PROCEDURAL IRREGULARITIES**

- 9.1 A failure to comply with these procedures does not, on its own, constitute a breach of the code of conduct, except as may be otherwise specifically provided under the code of conduct.
- 9.2 A failure to comply with these procedures will not render a decision made in relation to a matter invalid where:
  - a) the non-compliance is isolated and/or minor in nature, or
  - b) reasonable steps are taken to correct the non-compliance, or
  - c) reasonable steps are taken to address the consequences of the non-compliance.

## **PART 10 PRACTICE DIRECTIONS**

- 10.1 The Office may at any time issue a practice direction in relation to the application of these procedures.
- 10.2 The Office will issue practice directions in writing, by circular to all councils.
- 10.3 All persons performing a function prescribed under these procedures must consider the Office's practice directions when performing the function.

## **PART 11 REPORTING STATISTICS ON CODE OF CONDUCT COMPLAINTS ABOUT COUNCILLORS AND THE GENERAL MANAGER**

11.1 The complaints coordinator must arrange for the following statistics to be reported to the council within 3 months of the end of September of each year:

- a) the total number of code of conduct complaints made about councillors and the general manager under the code of conduct in the year to September (the reporting period)
- b) the number of code of conduct complaints referred to a conduct reviewer during the reporting period
- c) the number of code of conduct complaints finalised by a conduct reviewer at the preliminary assessment stage during the reporting period and the outcome of those complaints
- d) the number of code of conduct complaints investigated by a conduct reviewer during the reporting period
- e) without identifying particular matters, the outcome of investigations completed under these procedures during the reporting period
- f) the number of matters reviewed by the Office during the reporting period and, without identifying particular matters, the outcome of the reviews, and
- g) the total cost of dealing with code of conduct complaints made about councillors and the general manager during the reporting period, including staff costs.

11.2 The council is to provide the Office with a report containing the statistics referred to in clause 11.1 within 3 months of the end of September of each year.

## **PART 12 CONFIDENTIALITY**

12.1 Information about code of conduct complaints and the management and investigation of code of conduct complaints is to be treated as confidential and is not to be publicly disclosed except as may be otherwise specifically required or permitted under these procedures.

12.2 Where a complainant publicly discloses information on one or more occasions about a code of conduct complaint they have made or purported to make, the general manager or their delegate may, with the consent of the Office, determine that the complainant is to receive no further information about their complaint and any future code of conduct complaint they make or purport to make.

12.3 Prior to seeking the Office's consent under clause 12.2, the general manager or their delegate must give the complainant written notice of their intention to seek the Office's consent, invite them to make a written submission within a period of not less than 14 days specified by the

general manager or their delegate, and consider any submission made by them.

12.4 In giving its consent under clause 12.2, the Office must consider any submission made by the complainant to the general manager or their delegate.

12.5 The general manager or their delegate must give written notice of a determination made under clause 12.2 to:

- a) the complainant
- b) the complaints coordinator
- c) the Office, and
- d) any other person the general manager or their delegate considers should be notified of the determination.

12.6 Any requirement under these procedures that a complainant is to be provided with information about a code of conduct complaint that they have made or purported to make, will not apply to a complainant the subject of a determination made by the general manager or their delegate under clause 12.2.

12.7 Clause 12.6 does not override any entitlement a person may have to access to council information under the *Government Information (Public Access) Act 2009* or to receive information under the *Public Interest Disclosures Act 1994* in relation to a complaint they have made.

**Version Control - POLICY HISTORY:**

*Governance Use only:*

Version	Amended By	Changes Made	Date	ECM #
1	Council	New policy	March 2019	28280774
2				

**Item No:** C1022(1) Item 15

**Subject:** INNER WEST COUNCIL FOOD AND GARDEN ORGANICS SERVICE

**Prepared By:** Luke Murtas - Senior Manager Environment and Sustainability

**Authorised By:** Peter Gainsford - General Manager

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## RECOMMENDATION

**That Council:**

- 1. Note the FOGO service to all Inner West households is to commence in March 2024; and**
  - 2. Receive a briefing on the community engagement plan for FOGO.**
- 

## BACKGROUND

Council resolved on 8 February 2022 to deliver a Food and Garden Organics (FOGO) Service to all Inner West Households within this current term, and requested an update report and briefing on the progress to deliver this objective.

(C0222(1) Item (19))

*That Council:*

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

FOGO is a Council priority and aligns with IWC's Zero Waste and Climate and Renewables Strategies:

- Reduce food and organic waste in landfill by 60% by 2030 (Zero Waste Strategy)
- 75% reduction in community emissions by 2036 and net zero before 2050 (Climate and Renewables Strategy)

Relevant National and NSW State Government strategies are:

- *NSW Waste and Sustainable Materials Strategy 2041* Stage 1: 2021-2027 requires separate collection of food and garden organics from all households by 2030; halve the amount of organic waste sent to landfill by 2030
- *National Food Waste Strategy* – November 2017 – halve Australia's food waste by 2030.

Inner West Council has a history of achievement with delivering organic waste services in the face of significant regional barriers, including limited FOGO processing capacity in Metropolitan Sydney.

The NSW Government acknowledged the lack of infrastructure in its recent *NSW Waste and Sustainable Materials Strategy*. More recently there has been further investment in FOGO and the market is evolving in response to the *Waste and Sustainable Materials Strategy*, which requires FOGO to all households by 2030.

Inner West Council has worked strategically to prepare to deliver a FOGO service to every household in the Inner West for several years:

1. **2016 FOGO trial:** 1056 households from Marrickville and Dulwich Hill participated in a 12-month FOGO trial. Learnings from the trial informed the roll out of IWC Apartment Food Organics services.
2. **2018 Organics Processing Tender:** Council approved Veolia as the contractor for processing garden organics (houses and apartments) and food organics (apartments), securing the limited capacity available at Veolia Earthpower for food organics tonnages.

IWC entered into a three-year contract in June 2019 with 2x one-year options to enable a future transition to a FOGO service and has continued to work with Veolia to secure FOGO processing when it becomes available.

3. **2019 Organics Service Review:** Included modelling by specialist consultancy GHD. The modelling looked at cost, population, waste generation, organics recovery, frequency of service, tonnage and audit data, to determine the best outcomes for resource recovery, cost of service and community ease of use.

This confirmed that the best approach for IWC is:

- Continue with the garden organics (green lid bin collected fortnightly) for houses
- Expand food organics weekly to all IWC apartments
- Introduce FOGO collection when the processing capacity becomes available

4. **2020 and 2021 – IWC Food Organics Service to Apartments:** IWC secured a grant of \$815,000 from NSW EPA to expand the Food Organics service to all apartment buildings in the Inner West. The North area had the service since 2008 and the grant supported the roll out to the South (2020) and West (2021).

By March 2022, 1018 buildings containing 23,000 apartments were using the Food Organics service collecting around 12-15 tonnes each week which would have otherwise been disposed in the garbage bin.

Participation rates (bin presentation) capacity (volume used) contamination and tonnage data is monitored to target buildings with contamination requiring support and to identify opportunities to increase uptake of the service and to recover more food.

## DISCUSSION

This report and attachment provide detail on the progress towards the delivery of the FOGO service.

The adoption of a FOGO service aligns with state and federal waste strategy targets. There has been extensive research and experience with FOGO in NSW including by the NSW EPA.

A handful of other metropolitan Councils have established FOGO services. Council also has experience in food organics services from its Food Organics Only (FOO) service to apartments. Models used to deliver FOGO services by other Councils and NSW best-practice are discussed at **Attachment 1 – Best practice FOGO and research** for reference.

## The Inner West FOGO Service Model

In 2019 Inner West Council undertook an organics service review which considered resource recovery rates, cost and resident ease of use. This, in combination with the NSW EPA research into best-practice for FOGO services has underpinned the development of the IWC FOGO offering, which will involve:

- **FOGO collected weekly**, recycling and garbage to be collected fortnightly from houses on alternate weeks. Apartment buildings to continue to receive weekly garbage collections and weekly FOGO or FOO collections.
- **Garbage bin size to remain at 120L collected fortnightly** and residents able to pay for a larger garbage bin (user pays) if the standard 120 litre garbage bin is insufficient or downsize to a smaller bin and charge if they generate less garbage.
- **Use of existing garden organic bin for FOGO** (green lid) where possible (to be re-stickered). The garden organics service is currently being promoted to increase uptake and maximise the number of households with a green lid bin. **FOGO bins** - Properties without an existing green lid bin will be identified and have one delivered as part of the FOGO roll out. Houses without a garden organics bin have been identified and will be directly targeted by direct mail to encourage them to opt in for a garden organics bin prior to the FOGO service roll out. Any remaining properties will receive a FOGO bin before the FOGO service commences.
- **Kitchen bench top bins** 'starter pack' to be delivered to all households approximately 48,000 houses. Prior services delivered by Councils included compostable bags, however, as of October 2022 these will be considered contamination in the FOGO stream and so Inner West Council's FOGO service will need to be designed to avoid the use of compostable bags.
- **Information for service delivery** commences 8 weeks prior to commencement of new service and continues to maximise recovery and reduce contamination in addition to **comms and engagement plan** which commences the year before (2023).
- **Ongoing education** and information around waste avoidance, reuse, and maximising recycling to reduce garbage generation.
- **Monitoring** (contamination and participation) undertaken on each collection day and education and support provided as required.

## Expected FOGO Tonnages

The FOGO service is expected to transfer between 6,000 - 9,000 tonnes of food from the garbage to the FOGO bin, in addition to the current FOO (668 tonnes) and Garden organics (6,606 tonnes):

Waste	Tonnes 21-22	Predicted tonnes
Garbage Without FOGO	34,432	12,396 food available (36% of garbage bin)
50% food diversion	6,198	13,472
	<i>Resulting garbage tonnage:</i>	28,233
75% food diversion	9,297	16,570
	<i>Resulting garbage tonnage:</i>	25,135

## Garbage Bin Size and Charges

The FOGO service will involve changing the garbage to fortnightly and FOGO (currently GO) to weekly:

- 120L garbage fortnightly
- 240L recycling fortnightly
- 240L FOGO weekly

The standard 120L garbage bin has sufficient capacity on a fortnightly collection for most Inner West households, alongside a weekly FOGO service (as food is displaced into the green lid bin) as verified by analysis of data:

- **Bin audits** – weight and composition of the garbage, FOO, and garden bins. The 2019 IWC Audit data of houses identified that 36% of the average household's garbage bin in the Inner West is food organics (and a further 8% containerised food).
- **Tonnages** - Based on garbage and organics tonnages for 2021-22, the average FOGO bin capacity is estimated at 32 litres per week on a 50% recovery of food from the garbage bin. The average 120L garbage bin collected fortnightly will be 79% full (95 litres) if 50% of the available food organics are transferred from the garbage bin to the FOGO bin. The average weekly FOGO 240 litre bin would be 20% full.
- **FOO in apartments** - The IWC FOO service to apartments achieved a 54% diversion of food from the garbage (compared to NSW average of 38%) into the FOO bin as identified by audits. IWC is expecting a 50% food recovery FOGO initially and with ongoing education and engagement aiming for 75% (best practice).

Inner West Council's domestic waste charges are determined on a user-pays model with a minimum, standard and maximum charge based on the size of the red lid garbage bin. This aims to reduce waste to landfill and encourage recycling by residents in line with the Zero Waste Strategy. Additional recycling and garden organics bins (of any size) can be obtained at no additional cost to encourage resource recovery.

The domestic waste charge for each size is set on a cost recovery model based on the cost of delivering that service in accordance with the Local Government Act and Council Rating and Revenue Raising Manual. [Fees and Charges 2022-23 \(1\).pdf](#)

- Minimum Service - \$357 (80L or less garbage bin)
- Standard Service - \$464 (120L garbage bin)
- Maximum Service - \$695 (240L garbage bin)

Based on IWC audit data, bin capacity, tonnages, performance in the FOO service to apartments, and NSW best practice, Council's Resource Recovery team recommends maintaining the 120 litre garbage bin collected on a fortnightly cycle as the standard service to support the FOGO weekly service. This will be promoted as the sustainable option.

Households can opt in for the minimum or maximum service (80L or 240L garbage bin). In alignment with our Zero Waste Strategy, residents will be encouraged (and supported by resource recovery education officers) to try FOGO and think about/ measure waste being produced prior to changing the size of their bins.

## Milestones

	Date	Milestone	Actions
2022	Nov/Dec	Detailed communications plan with preliminary update to Councillors for feedback and refinement	
	Nov	Apply for EPA FOGO Grant	
	Jan - Feb	Development of communications campaign and materials	
2023	Mid 2023	Commence FOGO communications campaign (further detailed scheduling required)	
	TBC	SSROC audit – to get baseline for waste data	
2024	February 2024	Deliver remaining green lid bins to properties	
	<b>March 2024</b>	<b>Commence FOGO service</b>	
2024/ 2025		Monitoring (presentation and contamination) and 12-month audit/ evaluation	

A robust communications campaign will be developed which will be required to include a range of channels including social media, advertising, newsletters, information, posters and engagements to reach all sectors of our community including culturally and linguistically diverse (CALD), social housing and schools. This campaign will be supported by:

- Media channels - social media, paid advertising, newsletters, media releases, posters, and engagements.
- Service information - truck decals, bin stickers, starter pack, brochure/ postcard information, letter, and bin bay signage.

Councillors will be kept informed and consulted as the communication strategy is developed.

## **FINANCE AND RESOURCING**

IWC has a ten-year financial model which calculates the domestic waste management charge (DWMC), including the costs of rolling out the FOGO service.

As the green lid bin collection is to occur weekly, ongoing collection and processing costs of FOGO will be offset by red lid bin collection moving to fortnightly. Processing costs are similar for FOGO and garbage and this equates to the cost being brought into balance.

\$995,000 has been allocated from the domestic waste operational budget and Council is applying for an NSW EPA organics grant (expected to open in October 2022) to support the delivery of FOGO to houses, education staff and fund a strong education and awareness campaign.

The tender for kitchen caddies, information and starter packs, communication and design closed in September and is currently being assessed. This will further inform ongoing budgets.

## **ATTACHMENTS**

1. [↓](#) Best Practice FOGO and Research

## Attachment 1 – Best Practice FOGO and Research

There has been extensive research and experience with FOGO in NSW which guides Inner West. The NSW EPA undertook research to determine what best practice services look like and what influences residents to maximise the recovery of food organics. Planning for the IWC service has been based on this research to achieve maximum food recovery from the garbage stream.

IWC has experience and data in separation of food organics from delivery of its Food Organics Only (FOO) to apartments. Following the service review (in 2019) that determined interim FOO to apartments and FOGO to all properties once processing is available, IWC expanded FOO to all apartments across IWC. This was stage one of the FOGO plan as apartments share bins and are a traditionally difficult audience to engage with service changes. Existing FOO bins and Garden Organics bins from apartments will then be collected as part of the FOGO collection from July 2023. The FOO is taken to Earthpower (anaerobic digestion facility for food only) and garden organics are processed into compost and potting mixes by Australian Native Landscapes (ANL) in Greenacre. [Food recycling service - Inner West Council \(nsw.gov.au\)](https://www.nsw.gov.au/food-recycling-service-inner-west-council)

The NSW EPA researched 26 FOGO councils in 2018 to increase understanding of performance efficiencies for organics recycling services including diversion of food and garden materials, diversion efficiencies and contamination. This report identified that *“... councils providing a fortnightly general waste collection achieved higher food waste diversion efficiencies compared to those on a weekly general waste service. Additionally, councils providing smaller general waste bins (120/140 litre) achieved higher food waste diversion efficiencies compared to councils with larger general waste bins (240 litre).”*

The report highlights the increased success of FOGO services that had been in place longer than 12 months and that contamination is not found at a level of concern in the FOO or FOGO streams (under 3%), as also illustrated by Council’s FOO service.

For the highest FOGO recovery, based on this research, the EPA recommends:

- **Garbage bin size** - Small 120/140 litre garbage (red lid) bins yielded higher FOGO recovery. Large 240 litre FOGO bins collected weekly.
- **Frequency** - Fortnightly garbage bin collection achieved higher food waste diversion (compared to weekly)
- **Usage** - increases over time (better outcomes when the service is in place a year or more).
- **Education** - critical in achieving higher food waste diversion outcomes.
- **Monitoring** - Identifying and encouraging households not participating to use the service.

A number of other councils have introduced successful FOGO services in NSW including:

1. **Penrith City Council** introduced FOGO in 2010 and garbage bins are collected fortnightly. The service includes on-ground officers who monitor contamination and participation. Despite initial community backlash, which is expected with any service change, FOGO is now widely accepted by the community. FOGO is processed by ANL, and compost purchased back by Penrith council for use on parks and sportsgrounds.

Penrith offer a range of user-pays service options, with the sustainable service being the standard:

- Sustainable Service - \$415 for a 140 litre garbage bin (\$635 if a weekly collection of the 140L is required)
- Large Residual Waste Service - \$503 for a 240L Garbage bin fortnightly (\$822 if a weekly collection of the 240L is required)

Compostable bags are provided free to residents (hand delivered quarterly in flat packs and available for collection from Council offices).

[3-Bin Waste Service - Penrith City Council \(nsw.gov.au\)](#)

2. **Randwick City Council** introduced FOGO in March 2021 and reduced the collection of the garbage bin to fortnightly and increased size of garbage bin to 240L garbage bins and then offered smaller bins (for no reduction in charge). [Technical-Services-and-Domestic-Waste-2022-23.pdf \(nsw.gov.au\)](#)
  - The bin delivery and education campaign were undertaken by a contractor. Randwick spent approximately \$400,000 on the new FOGO service education and engagement and \$270,000 for quarterly bag supply and delivery. FOGO bins and caddy supply was built into the collection contract (ongoing operational cost).
  - Processing costs for FOGO were reduced (compared to garbage processing) by approximately \$700,000 per year. Note: this may be offset by increased presentation (increased number of bins emptied as part of the collection contract).
  - Residents were provided with a pack of 52 bags at roll out and quarterly for the first year. High volatility in bag demand was documented by the Council initially: [Food organics & garden organics \(FOGO\) - Randwick City Council \(nsw.gov.au\)](#)
3. **City of Sydney** have a food organics only (FOO) opt-in trial for 1,000 houses and 240 apartments. This service provided bags on joining the food recycling trial, after which residents buy their own due to cost to council. City of Sydney staff report no negative impact from not providing bags and that contamination is low. [Food scraps recycling trial - City of Sydney \(nsw.gov.au\)](#)
4. **Lake Macquarie Council** Lake Macquarie own their processing facility. The current diversion rate for this Council is 56%. Council delivers 150 bags to residents annually and bags can be collected from the service centre and library. Residents can also order compostable bags online. Surveys of residents show there would be a significant drop off in use of the service if Council stopped providing bags due to the 'yuck' factor. The cost of providing compostable bags to residents is over \$1million per year. [Green bin - Lake Macquarie City Council](#)

**Item No:** C1022(1) Item 16

**Subject:** CUSTOMER SERVICE UPDATE

**Prepared By:** Melanie Gurney - Senior Manager Business Excellence and Customer Experience

**Authorised By:** Kelly Loveridge - Director Corporate

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## **RECOMMENDATION**

**That Council receive and note the report.**

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## **DISCUSSION**

Following on from the Customer Service Update to Council on 10 May 2022, this report details the continued work to improve customer service and the resulting community experience.

## **OUR PURPOSE**

The establishment and rollout of 'Our Purpose' statement: "We are here to be of service to our local community and make the Inner West a great place to be" in March 2022, has provided the single most defining impetus for service improvements across Council.

The Purpose statement combined with our Values is proving to be a strong force for cultural change and ownership of service and opportunities for improvement. This has led to a performance goal around service improvement and innovation being included in every staff member's performance plans this financial year.

## **CUSTOMER SERVICE REVIEW SUB-COMMITTEE**

The Customer Service Review Sub-Committee (Committee) was selected and established in June 2022 with four (4) community representatives, three (3) Councillors, the General Manager, Director Corporate and Senior Manager Customer Service. Committee meetings are held monthly with all Councillors invited to attend. Meeting papers are shared with all invitees.

Over the past four months, the committee has been consulted across a wide range of opportunities to improve service, including:

- Understanding customer journeys with service requests
- Approaches to developing a service charter and customer experience strategy
- Considering options to expand the role of the Internal Ombudsman
- The community engagement framework review
- Establishment of 'Your Say' customer service stalls in the community
- Improving the processing of development applications
- Improving the way complaints are managed
- Online service improvements
- Improvements in call centre performance.

## CUSTOMER SERVICE 'YOUR SAY' STALLS

Launched in June this year, these monthly 'Your Say' Customer Service Stalls are aimed at enhancing the customer experience, improving transparency and responsiveness. The stalls are being held in central locations across each ward of the local government area.

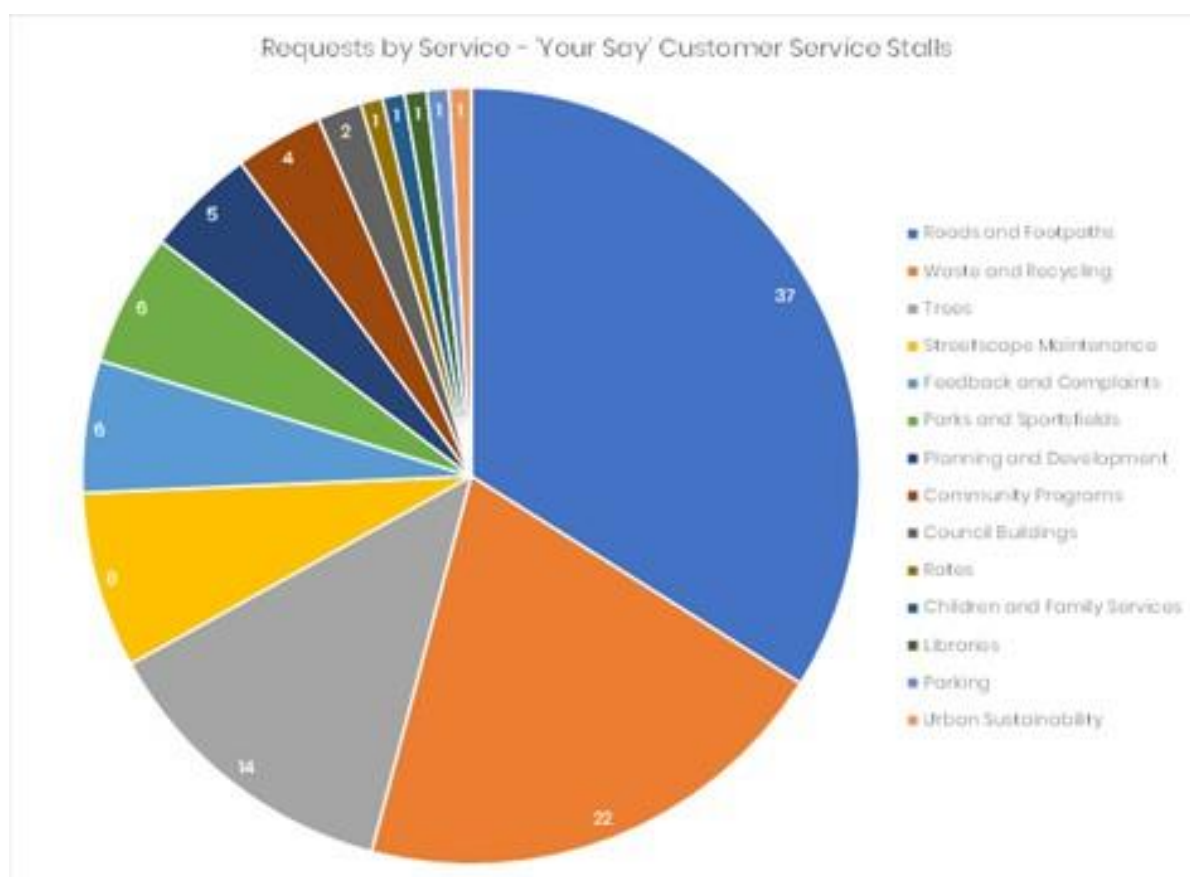
The stalls form an important part of Council's commitment to putting the community at the centre of everything we do and was launched in line with the Notice of Motion adopted by Council in February 2022. They provide a valuable opportunity for the community to provide feedback across the full range of Council services, projects and initiatives in their local area.

Four stalls have been held with Customer Service Officers working alongside colleagues from Council's Community Engagement team and other service teams such as the Planning Team, as relevant. The Customer Service Officers answer queries and provide relevant updates to community members about their local area. Additionally, they also log service requests immediately on behalf of the customer for action by the relevant service area.

Following their visit, customers are encouraged to complete a short 60-second survey about their experience and provide ideas on how Council can improve its service to the community. This feedback will be incorporated into improvement plans and reported back to the community on a bi-annual basis.

To date, feedback from the community has been extremely positive with the community saying they appreciate the more "personal approach" and the "opportunity for face to face" time with Council staff.

A total of 109 requests were created across 14 services at the four stalls held so far this year.



Source: TechnologyOne – CRM Module October 2022

Images from the four customer service stalls held this year:



Summerhill, 8 Oct 22



Marrickville Metro, 3 Sept 22



Newtown Sq, 6 Aug 22



Haberfield, 4 Jun 22

## CUSTOMER JOURNEY MAPS

Customer Journey Maps in relation to service requests, based on actual experiences, were completed for key service areas. Several of the journey maps were completed directly with customers.

The maps revealed opportunities for improvement common across all service areas of Council. Whilst some of the opportunities for improvement will take a longer period to work through there have been some quick wins identified. These quick wins have been implemented or are currently being worked on as outlined in this report.

### Customer Request Dashboard

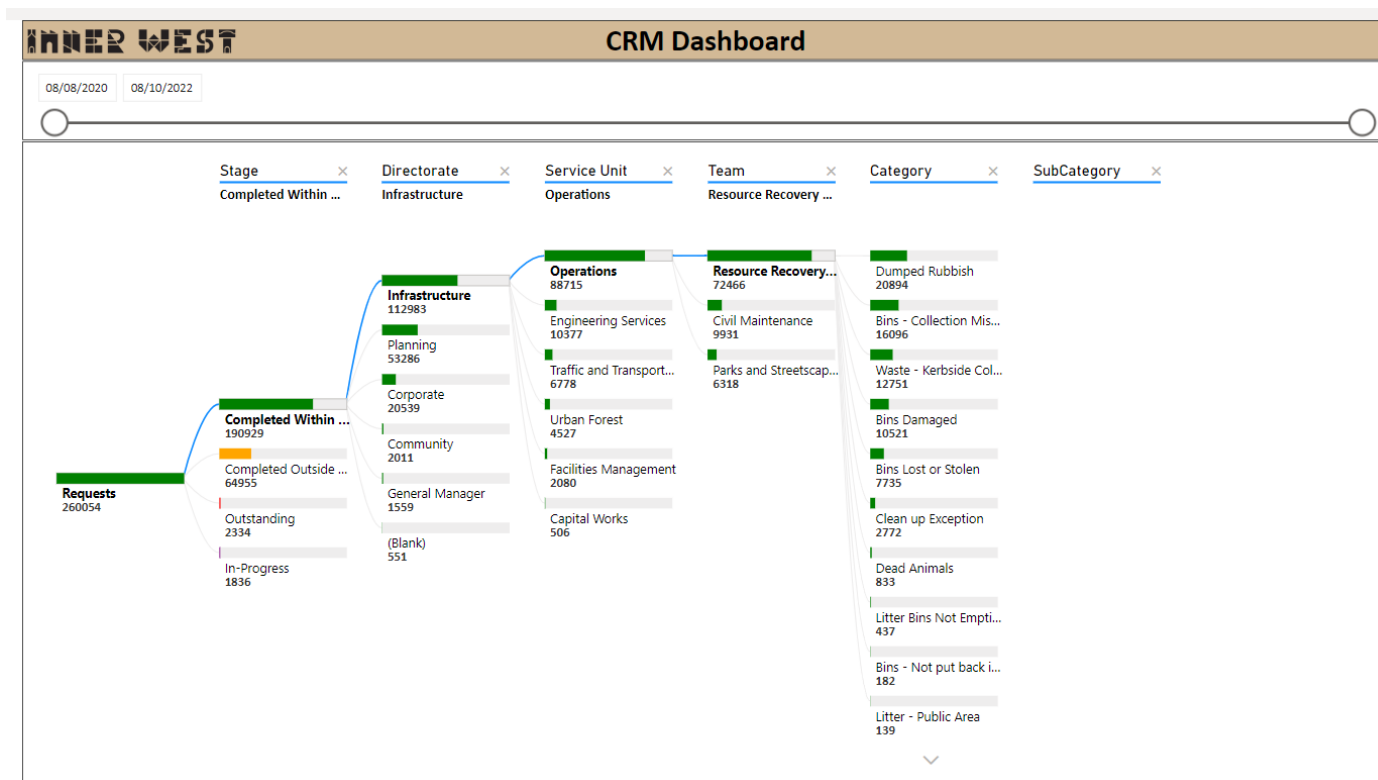
A customer request management (CRM) dashboard has been established to enable staff to take ownership of their CRMs, improve service delivery and celebrate success. This dashboard is the first of several dashboards to be developed by Council.

The Dashboard is designed to extract performance data from our CRM system to deliver valuable information and insights to continuously improve service delivery. The dashboard relays the number of CRMs in any selected time period:

- Completed within service level standard
- In-progress
- Nearing deadline (two days)
- Completed outside of service level standard
- Outstanding.

The dashboard has been communicated to all staff and is easily accessible on their TEAMS work site. Managers and staff are now utilising the dashboard as part of their daily work routine to manage their service requests.

By way of an example, a snapshot of the CRM Dashboard is provided below for the period, 8 August 2022 to 8 October 2022:



A specific dashboard for Council Cleaning Collections is currently being built with dashboards also planned for other areas such as Regulatory Services.

## CALL CENTRE PERFORMANCE

### Call Listening

To drive ownership and understanding of the community's interaction with Council and any resulting customer requests, call listening has been activated as a service performance initiative.

All staff will be attending a session to listen in to calls made to the Call Centre. This process has already commenced with the General Manager, the Executive Team and Senior Managers driving this initiative.

This simple activity has provided useful and key insights into service issues across Council to retain focus on driving continuous service improvement efforts.

### Incoming Call Management

Several initiatives have been implemented to improve caller service experience over the past five months including:

- A call-back feature
- Call progress in the queue
- Establishment of local artist music whilst on hold
- Dedicated queue for parking permits
- Call Centre Service Level Improvement initiative

The call-back feature alleviates the call wait time for customers calling into Council. If selected by the customer, it enables them to maintain their place in the queue. The call management system automatically calls the customer and connects them to a customer service officer when their place in the queue is reached.

The call progress in queue has also been activated to better inform the community of call wait times, acknowledge potential for customer frustration and offer alternative avenues for service requests. The queue announcements occur every 60 seconds the customer is in the queue.

To promote local artists a curation of their music has been implemented for customers whilst they are waiting to speak to a customer service officer. The title and name of the local artists are also pronounced as part of this feature.

As parking permits are a key service to the community a dedicated queue has been established to respond quickly to customer requests. This queue enables customer service officers to assist the community with their queries and access parking permits in a more efficient manner.

A major improvement initiative to improve call centre performance commenced in June 2022. This initiative applies the world's best practice improvement methodology, Six Sigma. This methodology supports Council's approach to empowering staff and driving ownership of service delivery through the values of Collaboration and Innovation.

The Call Centre Performance Improvement is being worked on by a Process Improvement Team (PIT) made up of a number of staff from within the service; the Call Centre Team Leader, Senior Customer Service Officer, Call Centre Training Officer and two (2) Customer Service Officers, with the process being facilitated by the Service Transformation team.

The initiative has progressed through the first three stages of Define, Measure and Analyse and is now in the Improve phase.

The team collected and analysed a significant volume of call centre performance information and developed eight data-driven improvement solutions. The majority of the solutions pertain to operational practices and cultural changes as listed below:

1. Review of resourcing requirements based on call volumes
2. Enhance and embed contact centre standards
3. Call Centre training and evaluation processes
4. Establish a monthly customer service forum with key stakeholders
5. Adopting a roster capability based on call demand
6. Establishing customer service standards and expectations in the staff induction program
7. Improving the options available to customers on the call queues
8. Enhancing First contact resolution through collaboration

The team are now working to deliver all the approved solutions over the course of this financial year. As each solution is delivered, the PIT will move through the Control phase to embed the change and ensure it sticks.

## **OTHER SERVICE IMPROVEMENTS**

### **Tree Management Improvement Initiative**

Similar to the above, an initiative has commenced to improve accessibility to lodging and resolving requests about the management of trees.

### **Development Application Process Improvement**

The Development Application Process is currently under review also using the Six Sigma methodology. The review is aimed at improving the development application administration, reducing risk and creating efficiencies in an electronic processing system. A significant outcome of this review will be an improvement in processing time for a development application from Acceptance through to Determination.

Another factor in timeliness is ensuring staff resources match the work on hand. Noting the industry shortage of qualified and experienced planning staff, Council has received a grant from the Department of Planning to develop and implement strategies to support this.

Moving through the Define and Measure phases, workshops have been held with all staff to understand how the process operates at each step, identify issues and gather data. The review is about to move into the Analyse phase to identify opportunities for improvement.

Further to the review, a business concierge approach is in development to meet a commitment to deliver key small business applications (Change of Use) within six (6) weeks.

### **Customer Correspondence**

Another activity underway is the improvement of all outgoing customer correspondence. Work on this improvement commenced with a focus on the system-generated letters used at the lodgement and resolution of a customer request. These letters present the highest volume of letters sent out to customers and have now been improved and implemented.

Complimenting this initiative, a 'How to' request management guide and letters standard was developed and distributed to all staff. Coaching was also provided directly to all service teams on applying the standards and the use of the guide. This effort is being followed up every two months to ensure the standards are embedded and to trouble shoot process issues.

There are a significant number of other correspondence types that were identified within Council's CRM and application systems. The improvement team are progressively working through these letters to improve them in collaboration with the relevant service managers and teams. Parking Application letters, Fire Safety Notices and Companion Animal letters have all been improved and implemented, with Development Application correspondence currently underway.

Further initiatives identified and now being delivered through this project include:

- Development of training modules on the CRM system
- CRM system improvements
- Customer Focused letter writing program.

### **Complaints Management**

The complaints management process is currently being improved to streamline the process.

The process has been reviewed by a working group of managers as well as the Internal Ombudsman's Office and the process has been streamlined and aligned to Council's Complaints Policy (2021). The finalised process will be rolled out across Council through November and December 2022.

### **Council's Website Facelift**

Acknowledging Council's website needs to be improved some minor work has been undertaken to make it easier for customers to access services and information. Working with the relevant responsible service teams, some of the high-volume touch points have been improved. These include:

- Improving the format of the customer registration process to highlight the mandatory information required
- Re-branding and simplification of the online experience to increase visibility and navigation
- Using 'easy' English terms to support the icons
- Placing information tiles below access tiles
- Placing the tile for making a booking highly visible and on the same online service access home page

- Improving the parking permit page to clearly articulate the process for renewing or applying for a permit
- Cleaning up the Council Clean up page

A dedicated resource has been assigned to focus on overhauling the website to make it more service and community friendly.

The focus will be on improving the customer experience through simple and easy access to services. In terms of priority, the plan is to start with the Customer Service portal which includes working towards a single sign-on for all existing service portals.

Improvements to the website will also be tested with available community groups such as the Customer Service Review Committee and the various Local Democracy Groups. Web analytics tools such as 'Google Analytics' will also be used as relevant to confirm the value and success of the improvements made.

### **Business Planning Process and Framework**

In the first quarter of this financial year, the Service Transformation team developed a business planning process for all service areas. The business planning process has been integrated into Council's planning processes to focus service ownership and accountability alongside resources as well as budgetary requirements. It also provides the opportunity for collaboration and clarity, improving working relationships across functions and breaking down silos.

The Business Planning Process was launched in September 2022 allowing services time to prepare for budget planning in November 2022.

### **Project Management Training and Framework**

Each year Council invests in the delivery of many projects to improve community services. These projects are set out in the Community Strategic Plan and the annual Delivery Plan.

To successfully manage projects, the application of sound project management principles and practices throughout the project lifecycle is essential to delivering projects on time, on budget and to the required quality within scope.

It is considered essential to have a consistent practice in place in accordance with Inner West Council requirements. The highly reputable project management methodology of PRINCE2 (**P**ROjects **I**N a **C**ontrolled **E**nvironment) was selected and a Council framework of practice was also developed.

To date 81 staff have been trained in the PRINCE2 project management methodology and Council framework.

To keep the practice consistent and relevant to Council's requirements, Communities of Practice (COPs) are held for all trained staff. These COPs are held every two months to review practices and lessons learned as well as engage with specialist teams such as Legal, Procurement and Finance on good practice requirements.

### **Pipeline Initiatives**

In addition to the service improvement efforts detailed above there are number of other improvement activities planned to commence this financial year once the approved resourcing is established.

These include the development of:

- A 'Service Charter'
- A Customer Experience Strategy
- A service improvement training program

- An internal Staff Directory
- A Service Review Program

## Service Charter

A Service Charter (Charter) is being developed with completion in December 2022 as per the Delivery Plan commitment. The Charter will be aligned to Council's brand promise and work has commenced.

A desktop review of the high-performing private sector, State and Local Government Charters has been completed to identify the key elements a Charter should contain. These are detailed below for ongoing consideration as the development of the Charter progresses:



- **Our Service Promise** our commitment to delivering the best service
- **Our Values** outlines how we work together to deliver on our promise
- **Our Channels** identifies the various contact points
- **Our Service Standards** outline our performance promise
- **Our People** explains who we are and the roles we play in service to the community
- **Our Improvement Focus** encourages the community to help us help them
- **Our Complaint Process** for when we may not get it right.

The process of creating a Charter will include a significant level of staff engagement to ensure buy-in and ongoing commitment to meet its service promises. A level of engagement is also intended with the Customer Service Review Committee and a representation from the various Local Democracy Groups (as available).

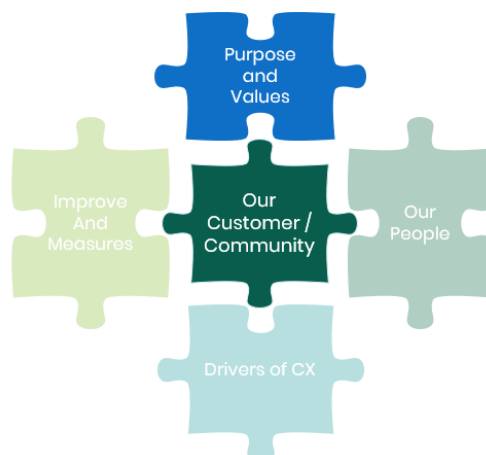
## Customer Experience Strategy

The development of a draft Customer Experience Strategy is expected to be delivered as per Council's Delivery Plan by the end of this financial year.

Like all Council strategies, this strategy will need to go through a process of community consultation and engagement in its development.

To date, some benchmark and research work has been undertaken to understand better practices across both private and public sector organisations nationally and internationally.

The benchmarking so far has identified the following elements as common key features within those strategies.



## Service Improvement Training Program

The development of service improvement training programs based on the Six Sigma methodology is planned in line with Council's Delivery Plan commitments this financial year.

This program, like the Project Management program, will equip and enable staff to focus on the delivery of value add, sustainable service improvements. At this stage, it is anticipated this program suite will have certification as well as 'Lean' program components.

## Internal Staff Directory

This initiative has been commenced to enable staff to understand each other's role in the organisation and to enable quick as well as easy access in need. This is of particular importance within the Customer Service team environment in seeking specialist assistance fast to deliver first contact resolution.

Specifications for a staff directory have been developed and are awaiting review by Council's Information Communication and Technology team to determine the best, integrated and affordable solution.

## Service Review Program

A service review program and framework will be developed for Council in line with the commitment in the Delivery Plan this financial year.

The Integrated Planning and Reporting Framework now mandate all councils have a service review program integrated into the Delivery Program.

The establishment of a Service Review Program is also guided by:

- The Local Government Act (2016) which requires Council's to provide the best value for residents and continuously improve
- The Auditor General Performance Audit (2018) which will examine how well councils demonstrate service efficiency and effectiveness through their reporting under the Integrated Planning and Reporting Framework.

It is expected the collective program of work covered in this paper will result in a positive uplift in customer service and the resulting community experience.

## FINANCIAL IMPLICATIONS

Nil at this time.

**ATTACHMENTS**

Nil.

**Item No:** C1022(1) Item 17  
**Subject:** DRAFT DISABILITY INCLUSION ACTION PLAN FOR EXHIBITION  
**Prepared By:** Simon Watts - Social and Cultural Planning Manager  
**Authorised By:** Ruth Callaghan - Director Community

## RECOMMENDATION

**That Council:**

1. **Approve the Draft Disability Inclusion Action Plan 2022-2025 for public exhibition; and**
2. **Note the Community Roundtable to be held in late November 2022.**

## BACKGROUND

At its Ordinary Council Meeting on Tuesday 13 September 2022 Council resolved in part of point 2:

2. *In November, as part of the community engagement for the Draft Disability Inclusion Action Plan, hold a Major Community Roundtable involving people with disability, local disability services, sector experts, local businesses, relevant council staff, Councillors and Council's Access Committee, with a focus on expanding economic opportunity for people with disability in our local community and the role of Council in doing so; and invite Federal and State Ministers for Disability Services and other noteworthy advocates to attend.*

The *Disability Inclusion Act* requires Council to develop a plan every four years outlining actions it will take to improve outcomes for people with disability. Initial consultations were held in May and June 2022 to assist in developing the draft document. Council's Draft Disability Inclusion Action Plan for 2022-2025 (DIAP) has been prepared and is now ready for public exhibition and further community engagement, including the Community Roundtable.

A Major Community Roundtable focusing on expanding economic opportunities for people with disability has been scheduled for late November 2022.

The specific projects and initiatives outlined in the Draft DIAP also address a related motion of Council as outlined below.

## DISCUSSION

In November 2021, Council proposed (C1121(1) Item 3) a grant program be investigated to aid accessibility improvements to small business. In June 2022 Council considered a report (C0622(1) Item 10) on options on accessibility improvements for small business and referred the policy issue for consideration in engagement on the new DIAP.

A specific action to provide business engagement workshops to assist local businesses in understanding their obligations and practical ways of making their businesses more accessible and welcoming for customers with disability is included in the Draft DIAP proposed for exhibition. This meets the need for improved accessibility in partnership with local business without imposing a capital investment in challenging economic times.

The new DIAP for 2022-2025 builds on Council's existing DIAP. Some highlights to date have been:

- Leading practice in accessibility provision in major infrastructure projects and capital improvements notably in Council aquatic centres and town halls
- Focus on the diverse communication access needs for people with disability
- Modelling inclusive practice and representation of the lived experiences of people with disability through the Inclusive Film Festival
- Providing assistance to the community led initiative to hold the Inner West Disability Pride event – the only current Disability Pride gathering running in Australia
- Support for Inclusion Days to promote inclusive sporting options to local sports and recreation clubs and local schools. These days bring together local stakeholders, provide resources, connections and support networks to advance the inclusion of people living with disability in local community activities
- Upholding the rights of people with disability by training conducted by the Australian Human Rights Commission and tailored to themes arising from the Plan's community engagement.

Common themes emerging during community engagement in drafting the new 2022-2025 DIAP included a need for:

- Stronger and more widespread community awareness of disability issues and meaningful representation and participation of people living with disability
- Ensuring that infrastructure design, planning and delivery moves beyond a compliance-based approach and incorporates innovation around the different life stages of people with disability (ie "whole of journey needs")
- More equal participation socially, culturally and economically for people living with disability
- Increased employment opportunities in different sectors of the economy
- More accessible housing options
- Ongoing rights-based training as a foundation to inclusion to ensure that Council staff and other local professionals are aware of the current issues experienced by people living with disability.

### **The Direction of the Draft Plan**

The new DIAP 2022-2025 builds on Council's successes to date and responds to emerging community needs by delivery a leading practice approach to the inclusion of people with disability. The Plan adopts a flexible and adaptive method focused on:

- Raising awareness of disability and the diversity in which it is experienced
- Increased opportunities for social, cultural and recreation participation by people living with disability
- Increased employment and economic participation
- Improved design, planning and delivery of infrastructure and facilities and capacity building and partnerships
- Improved communication and engagement with people with disability across Council's various activities and services

### **Public Exhibition of the Draft DIAP 2022-2025**

It is anticipated that public exhibition and further engagement of the Draft DIAP (eg the roundtable) will commence before the end of 2022. The Plan will be brought back to Council for adoption by March 2023. The exhibition period will allow engagement with the Access Advisory Committee and via accessible formats including Easy English.

Implementation of the Disability Inclusion Plan 2022-2025 will be undertaken within existing budgets.

## **FINANCIAL IMPLICATIONS**

Nil.

## **ATTACHMENTS**

1. [Download](#) Draft Disability Inclusion Action Plan

**Inner West Council  
Disability Inclusion Action Plan 2022–2025**

**Aboriginal and Torres Strait Islander statement**

Council acknowledges the Gadigal and Wangal peoples who are the traditional custodians of the lands of the Inner West.

**Message from the Mayor**

To be confirmed at publication.

**Summary**

The Inner West Council Disability Inclusion Action Plan 2022–25 outlines Council's commitment to respecting the rights and improving opportunities for people with disability of all ages, to participate fully in community life. The plan is informed by:

- Council's experience with improving access and inclusion
- Engagement with people with disability, their families, carers and support organisations
- Leading accessibility practice and the social model of disability
- Legal and policy guidance including the United Nations *Convention on the Rights of Persons with Disability* and the Commonwealth *Disability Discrimination Act 1992* and the NSW *Disability Inclusion Act 2014*.

**Understanding disability and accessibility**

Understanding disability is based upon the social model of disability. Disability does not reside in the individual or as an inherent characteristic of a person, but rather as a restriction caused through society's lack of accommodation in addressing that person's needs and rights such that they can participate on an equal basis with others.

People with disability are the largest and most diverse minority in the world, representing all abilities, ages, genders, races, ethnicities, religions, sexual orientations and socio-economic backgrounds. Disability is a complex, dynamic, multi-layered and evolving concept. It is often used to describe the interaction between impairment or health condition and the participation restrictions experienced by a person with impairment resulting from other external environmental, contextual, attitudinal and social factors.

Disability is a part of the human condition, and everyone will experience it temporarily or permanently at some point in their lives. As people age, the likelihood of an individual or their family member experiencing disability increases.

Accessibility refers to whether spaces, places, facilities, formats, material, or activities can be accessed independently and equitably by a person with disability in a way that is suitable to their disability related needs. Inclusion refers

to a person with disability feeling welcomed and having their needs accommodated to enable them to participate fully.

## Profile: Survey of Disability Ageing and Carers update

The Survey of Disability Ageing and Carers illustrates the social exclusion affecting the almost 18% of Australians who live with disability, exclusion that is keenly experienced in education and employment.

People with a disability have lower educational attainments. In 2018, 33% of Australians aged 15 years and over with a disability completed high school (Year 12) compared to 72% for people without disability.

People with a disability of working age have a lower employment rate than people without a disability (53.4% compared to 84.1%). Just over one-quarter (28.3%) of people with disability were working fulltime, compared to over half (54.8%) of those without disability. In 2018, the median gross personal income of people with disability was \$505 per week, less than half (49.7%) that of people without disability (\$1016 per week).

People who provide care also have a lower employment rate: the labour force participation rate for primary carers (58.8%) and other carers (76.6%) aged 15 to 64 years was lower than that for non-carers (81.5%). Over one-third (37.4%) of primary carers had disability, twice the rate of non-carers (15.3%).

Almost one in 10 Australians with disability aged 15 years and over and living in households (9.6%) reporting they had experienced discrimination or unfair treatment because of their disability in the last 12 months. This has increased since 2015. Almost one in five people (18.9%) aged 15-24 years and (18.2%) 25-34 years experienced discrimination compared with 3.2% of those aged 65 years and over (up from 2.1%). There has also been an increase in the experience of discrimination for people 55 years (12.9%) and over since 2015 (9.4%).

People with a disability from diverse backgrounds are under-represented in their uptake of services. This is significant in the Inner West where 29% of people speak a language other than English at home. Aboriginal and Torres Strait Islander peoples are 1.7 times more likely to be living with a disability. Aboriginal children aged 0-14 years were more than twice as likely as non-Aboriginal children to have a disability and Aboriginal people aged 35-44 years were 2.7 times as likely as non-Aboriginal people of the same age to have a disability<sup>i</sup>.

## Themes of the Disability Inclusion Action Plan

The following themes are supported by community engagement and research. In each theme Council heard about what remains to be done, and these are accompanied by a description of key actions.

### 1 Social inclusion

Partnerships, collaboration, building capacity and increasing participation.

#### What people said:

Building the necessary pathways for social inclusion to flourish needs to be central to the Plan. Continued focus on sport and recreation infrastructure and program support, improving attitudes, awareness raising and actions that build partnerships that deliver higher participation.

A need to strengthen and improve local opportunity to engage in broader learning, leisure, volunteering and recreation. This includes creating space for people to be out and about and welcomed. A focus on improved inclusion and meaningful connection of children with disability; to their friends, peers, school and community. This was felt to provide a strong legacy towards a fully inclusive community.

**Actions:**

- A campaign to raise awareness of people with disability and their lived experience
- Council programs to provide an increased level of accessibility for people with disability and accommodate inclusive programs
- Build capacity with local sporting and recreation groups to attract participants with disability.

**2 Cultural Inclusion**

A focus on inclusive practice and opportunities for people with disability to engage in cultural expression.

**What people said:**

Expanded opportunities for artists, creatives, and audience members with disability to fully engage within the full creative life of the Inner West. Inclusion training, support and resource development to guide practitioners and providing access information to broaden choice and participation at venues and performances. A continued modelling of inclusive practice and platforms for representation, expression, and unique cultural identity as well as resetting representation of disability as a component of human diversity.

**Actions:**

- Increased investment in Council cultural programs and programming
- Increase the representation of people with disability in mainstream local art and culture through the annual grants program, Events programs, and Living Arts programming
- Continue to deliver and grow in partnership celebrations for International Day of People with Disability.

### 3 Economic inclusion

A focus on employment and participation in the local economy and businesses.

#### What people said:

Respondents highlighted that almost half of the disability community live at or below the poverty line. Affordability in fees and charges to help those most impacted by low and fixed income needs consideration. Higher employment levels are also fundamental to social inclusion.

The relationship with housing and specifically affordable and accessible housing is critical to ensure local people can make use of any improved employment options. Access to the local economy as active consumers remains a high priority.

#### Actions:

- Grow employment of people with disability in the Inner West commencing with a disability employment roundtable
- Host a series of business engagement workshops to facilitate welcoming customers with disability
- Establish an internal staff with disability network and introduce traineeships, leadership and mentoring opportunities.

### 4 Inclusive planning, infrastructure and environment

Improved design creating more inclusive infrastructure.

#### What people said:

Physical whole of journey access through developing infrastructure, public spaces, parks, premises, community facilities and venues. Complimentary access that supports a disability friendly environment, including improved welcoming attitudes and that reduce attitudinal barriers to inclusion. Design expectation on public infrastructure, spaces, facilities and proposed uses must be informed by co-design, accurate access data and realistic scoping of pragmatic solutions to facilitate inclusion.

Improving the accessibility of transport and transports hubs/railway stations remains a high priority. That includes improvements to existing services as well as new offerings to enable affordable door to door transport options that accommodate people with higher support needs.

#### Actions:

- Establish an integrated overall council program to improving the accessibility of infrastructure, venues and facilities through project planning
- Follow a life cycle approach with disability inclusion from whole of Inner West planning instruments, through to operational design guidance, and the creation of project plans and designs for specific infrastructure, and master plans for major precinct redevelopment
- Accessible active transport and infrastructure supporting public transport to include new and emerging personal mobility devices.

### **5 Civic, engagement, and digital inclusion**

Council's communication and engagement are accessible to all and facilitate participation.

#### **What people said:**

People experience a lack of reliable information on accessibility or access features. This makes essential pre-planning and choice difficult. In addition, with Council communications, both the accessibility of format as well as the ease at which the information is understood, can be difficult. Council's community engagement needs to be more consistently accessible in terms of the method, timeliness, and ways in which content is matched to the audience need. The experience of people with disability participating in Council's Local Democracy Groups also needs to be more inclusive.

#### **Actions:**

- Evaluate and renew the Council community engagement and communication for people with disability
- Publish information on access features for Council's community and recreation facilities.

### **6 Access and inclusion are embedded in our systems and processes**

Leadership is informed by inclusive values and whole of council approaches to access and inclusion

#### **What people said:**

Human rights-based training for key staff is needed to maintain the awareness and understanding of inclusion built throughout the previous plan and initiatives. Inclusion needs to be more strongly represented in corporate reporting and deliverable outcomes for access and inclusion.

The pandemic brought new challenges and opportunities for people with disability, their families, carers and support workers. Clearer appreciation of

access and inclusion within emergency planning protocols is necessary to ensure people are not left behind or exposed to higher risk.

## Actions:

- Training for staff on disability rights, access and inclusion needs
- Leading practice accessibility through clear objectives, measures and deliverable outcomes for access and inclusion in Council project management
- Improve preparedness for emergencies or disasters that provides for accessibility and inclusion adjustments

## The Action Plan

Project Level	Action Level	Responsibility
1. Create opportunities to increase participation and representation of people with disability, and awareness of disability issues	1.1 A campaign to raise awareness of people with disability and their lived experience	Strategic and Corporate Communications Manager
	1.2 Improve preparedness and management of emergencies that deliver equitable outcomes for people with disability	Senior Manager Operations
	1.3 Engage on and address the identified support and service needs of people with disability including Aboriginal and Torres Strait Islander peoples, women, children and young people, people from diverse backgrounds and LGBTIQ+ people.	Community Wellbeing Manager
	1.4 Advocacy with the NSW and Commonwealth Governments on support and service needs of people with disability	Social and Cultural Planning Manager

	1.5 Identify further opportunities to accommodate National Disability Insurance Scheme participants in health, wellness, recreation programs and water-based recreation	Senior Manager Sport and Recreation
	1.6 Build capacity with local sporting and recreation groups to attract participants with disability	Parks and Recreation Planning Manager
2. Increased investment in Council cultural programs and programming	2.1 Increased focus on cultural engagement with people living with disability in annual grants program, events programs, and living arts programs	Events Manager, Living Arts Manager and Community Wellbeing Manager
	2.2 Deliver education and support that improves access and whole of journey planning for events, activities and programming	Events Manager, Living Arts Manager and Community Wellbeing Manager
	2.4 Increased provision of accessible events and programs	Events Manager, Living Arts Manager and Community Wellbeing Manager
	2.5 Grow celebrations for International Day of People with Disability	Community Wellbeing Manager Social and Cultural Planning Manager
	2.6 Support the community to increase Disability Pride awareness	Community Wellbeing Manager
	2.7 Increase the representation of people with a disability in local art and culture	Living Arts Manager and Social and Cultural Planning Manager
3. Grow economic inclusion of people with disability	3.1 Convene a Disability Employment Roundtable	Social and Cultural Planning Manager
	3.2 Work with local business to create 100 jobs for people with disability in the Inner West by end 2022/23	Community Wellbeing Manager Social and Cultural Planning Manager

		Team Economic Leader Development
	3.2 Establish an internal staff disability network and introduce additional traineeships, leadership and mentoring opportunities.	Senior Manager People and Culture
	3.3 Host a series of business engagement workshops to facilitate welcoming customers with disability replaces grants program	Economic Development Team Leader
4. Establish a program to improve the accessibility of infrastructure, venues and facilities	4.1 New infrastructure planning and design has beyond compliance, leading practice accessibility articulated by clear objectives, measure and deliverable outcomes for access and inclusion in project management	Senior Manager Capital Works and Senior Manager Engineering
	4.2 Create a rolling program of accessibility audits, wayfinding and inclusive operation of council property and create a staff knowledge community to share learnings and insights	Property and Strategic Investments Manager and Manager Facilities Management
	4.3 Apply <i>Everyone Can Play</i> design principles in playground, recreation planning/programs, plans of management for parks and facilities upgrades to guide a beyond compliance approach	Parks and Recreation Planning Manager
	4.4 Revise the Pathways to Inclusion guide to address shared zones, cycleways and emerging mobility and wayfinding technologies	Senior Manager Planning
5. Inclusive design, planning, capacity building and partnerships	5.1 Follow a life cycle approach with disability inclusion from whole of Inner West planning instruments, through to operational design guidance, and the creation of	Senior Manager Planning

	project plans and designs for specific infrastructure, and master plans for major precinct redevelopment	
	5.2 Advocate for and design accessible active transport and infrastructure supporting public transport to include new and emerging personal mobility devices	Traffic and Transport Manager Senior Manager Planning
	5.3 Improve continuity of access through Plans of Management for public spaces	Senior Manager Planning
	5.4 Adopt liveable housing controls, at either gold level or adaptable, and increase supply of specialist disability accommodation	Senior Manager Planning
	5.5 Build capacity with local sporting and recreation groups to attract participants with disability	Parks and Recreation Planning Manager
	5.6 Create a template for inclusion planning to guide local sporting and recreation clubs in improving access.	Parks and Recreation Planning Manager
	5.7 Continue to provide training to staff on disability rights, access and inclusion needs	Senior Manager People and Culture
6. Improve accessibility of Council community engagement and communication with people with disability	6.1 Provide leading practice Local Democracy Groups	Corporate Strategy and Engagement Manager
	6.2 Evaluate and renew Council's community engagement framework	Corporate Strategy and Engagement Manager

	6.3 Evaluate and renew the accessibility of Council communication	Strategic and Corporate Communications Manager
	6.4 Publish information on access features for Council's community and recreational facilities, events, aquatic centres, libraries and cultural venues.	Strategic and Corporate Communications Manager

## How the DIAP developed

The engagement was promoted through YourSay Inner West from 12 May to 30 June 2022. From 11 May to 30 June opportunities for engagement were provided:

- Booked phone interviews with Council staff during the engagement period
- Access Advisory Committee online meeting on 11 May
- Responding via YourSay Inner West survey
- Individual and group online workshop on 26 May
- A drop-in session at Haberfield Library on 1 June
- A disability support organisations community forum at Ashfield on 2 June
- A public forum at Ashfield 29 June

Email promotion through relevant Inner West Council databases and contact lists including:

- Local disability networks including former access committee members
- Local disability support agencies and peak groups
- Interested residents and those involved in previous inclusion planning
- Council community services networks
- Inner West Disability Forum e-list
- Local Democracy Group members
- Radio for the Print Handicapped and local radio
- Social media advertising.

**Item No:** C1022(1) Item 18  
**Subject:** INVESTMENT REPORT AT 31 AUGUST 2022  
**Prepared By:** Daryl Jackson - Chief Financial Officer  
**Authorised By:** Kelly Loveridge - Director Corporate

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## **RECOMMENDATION**

**That Council receive and note the report.**

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## **BACKGROUND**

A monthly investment report is provided to Council detailing the investment portfolio in terms of performance, percentage exposure of total portfolio, maturity date and changes in market value.

The monthly investment report includes details of the current proportion of investments that are non-fossil fuel investments and include details of progress in meeting the prevailing performance benchmark in respect of non-fossil fuel investments.

The investing of Council's funds at the most favourable return available to it at the time whilst having due consideration of risk and security for that investment type and ensuring that its liquidity requirements are being met while exercising the power to invest, consideration is to be given to the preservation of capital, liquidity, and the return on investment.

Preservation of capital is the principal objective of the investment portfolio. Investments are placed in a manner that seeks to ensure security and safeguarding the investment portfolio. This includes managing credit and interest rate risk within identified thresholds and parameters.

Council determined to proactively invest in a non-fossil fuel investment portfolio.

### **Legislative Requirements**

All investments are to comply with the following:

- *Local Government Act 1993;*
- *Local Government (General) Regulation 2021;*
- *Ministerial Investment Order dated 17 February 2011;*
- *Local Government Code of Accounting Practice and Financial Reporting;*
- *Australian Accounting Standards; and*
- *Division of Local Government Investment Policy Guidelines May 2010*

Council's Socially Responsible Investments consist of Green Term Deposits from otherwise fossil fuel lending banks, such as CBA and Westpac and also long dated bond issues from a range of institutions and government agencies. These investments provide targeted funding to a wide range of green and socially responsible projects and initiatives. Council also utilises these investments to remain within the credit rating policy guidelines imposed by the NSW TCorp loan covenant requirements.

Council's portfolio is in full compliance with the NSW TCorp requirements while continuing to adhere to Council's socially responsible investment goals.

## **Certification**

The Chief Financial Officer Daryl Jackson as the Responsible Accounting Officer has certified that the investments listed in the attached report have been made in accordance with Section 625 of the Local Government Act 1993, Section 212 of the Local Government General Regulation 2021 and Council's Investment Policy.

## **DISCUSSION**

Council's investments are held in various investment categories which are listed in the table below. Council's investment portfolio size is \$245.7m. All Socially Responsible Investments (SRI's) are investments that comply with the Non-Fossil Fuel standards. Council's return for August is above the bank bill index benchmark on a marked-to-market basis. Council's portfolio had a return of 1.98%, against the UBSWA Bank Bill Index Benchmark (1.84%) on a marked-to-market basis. For the past 12 months, the portfolio has returned -0.59% on a marked-to-market basis

Without marked-to-market influences, Council's investment portfolio yielded 1.98%pa for the month, up from 1.68%pa in July. This is based on the actual interest rates being received on existing investments and excludes market value changes of the securities/deposits.

A rise in interest rates at the end of the month had a modestly detrimental impact on the valuations of Council's fixed rate bonds, but Council's floating rate notes are weathering the rise in market rates better as higher market interest rates are filtering through to higher quarterly interest accruing and being paid on these holdings.

As interest rates rise/fall the dollar valuations of existing bonds fall/rise in the market. While a bond's (or FRN's) market value may drop below its face value (or par value) during the life a security, providing Council does not sell the security and the issuer is sound (which all of Council's holdings are) then the bond's market value will come back to the face value by the time it matures.

The upside to the rising trend in interest rates is that new TDs and bonds that Council invests in will be paying a much higher rate of interest than what has been available over the past couple of years. This is evident in the rising yield on the portfolio noted above.

### **Change in the value of our portfolio**

During August, Council had \$64m across a range of 2 to 12 month term deposits mature which had an average weighted yield of 1.27%pa. Also, \$5m in Suncorp FRNs matured which had been paying a quarterly interest rate of 3mo BBSW + 0.97%pa. Reflecting the sharp increase in term deposit rates over the past several months.

- Investments
  - CBA (Green) \$12.5m
- Matured
  - Suncorp \$23.0m
  - Emerald Reserve Mortgage \$5.6k (amortised face value received)

The investment market had limited non-fossil fuel products available in the month. Those available were offered with low interest rates.

Council's entire investment portfolio remains invested in non-fossil fuel lending ADIs (50% of portfolio) and socially responsible investments (50% of portfolio).

The attachments to this report summarise all investments held by Council and interest returns for periods ending 31 August 2022.

The Current Market value is required to be accounted for. The Current Market Value is a likely outcome if Council were to consider recalling the investment prior to its due date.

All investments made for the month August 2022 have been made in accordance with the Local Government Act, Local Government Regulations and the Inner West Council Investment Policy.

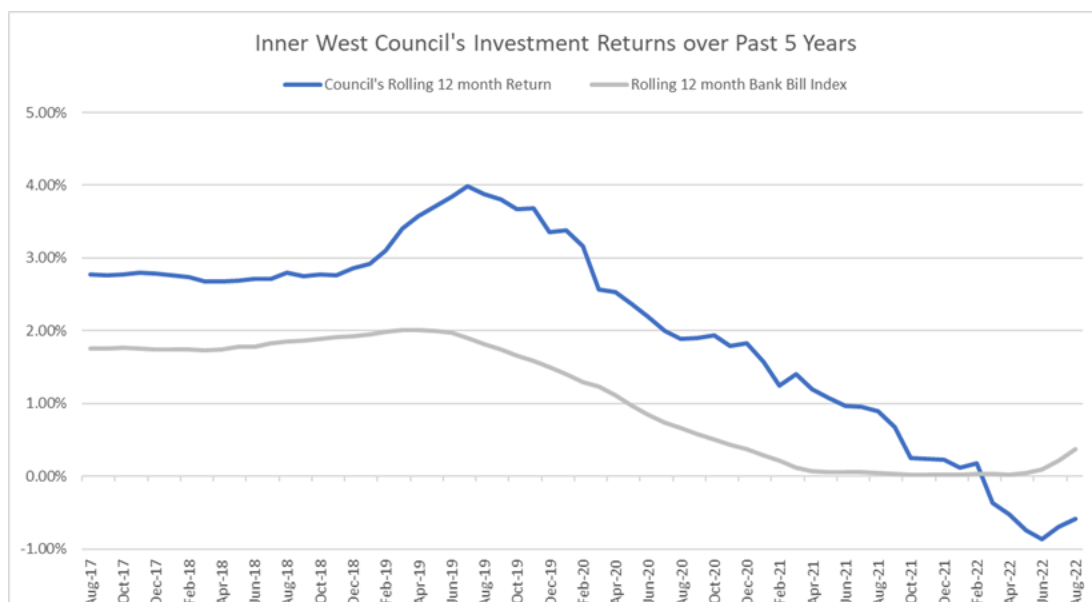
ADI Lending Status *	Current Month (\$)		Previous Month (\$)	
Non Fossil Fuel Lending ADIs				
Bendigo and Adelaide Bank	11,100,000		11,100,000	
Emerald Reverse Mortgage	1,469,517		1,475,141	
Great Southern Bank	2,000,000		2,000,000	
Newcastle Permanent Building Society	16,450,000		16,450,000	
Suncorp Bank	86,150,000		109,150,000	
Suncorp Bank Covered	5,500,000		5,500,000	
	122,669,517	50%	145,675,141	57%
Socially Responsible Investment				
Bank Australia (Sustainability)	4,000,000		4,000,000	
CBA (Green)	80,000,000		67,500,000	
National Housing Finance Investment	4,500,000		4,500,000	
NSW T-Corp (Green)	5,000,000		5,000,000	
Westpac Group (Green TD)	29,500,000		29,500,000	
	123,000,000	50%	110,500,000	43%
	245,669,517		256,175,141	

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

Percentages may not add up to 100% due to rounding

The 2020/21 Financial Year End process is in progress. The split between the External and Internal Restrictions are not available at this time.

The performance chart below shows Council's rolling 12 monthly return versus benchmark over the past 5 years. Each data point is the 12 month return for the stated month end:



Council's investment performance has reflected the downward trend in interest rate markets over recent years accelerated by pandemic related interest rate cuts. With inflation pressures building, interest rates have increased sharply over the first half of 2022 causing negative marked-to-market returns on existing bonds and FRNs over that period. Market rates are largely stabilising and higher rates being received on new investments and FRN rate resets are flowing through to the rolling 12 month figure.

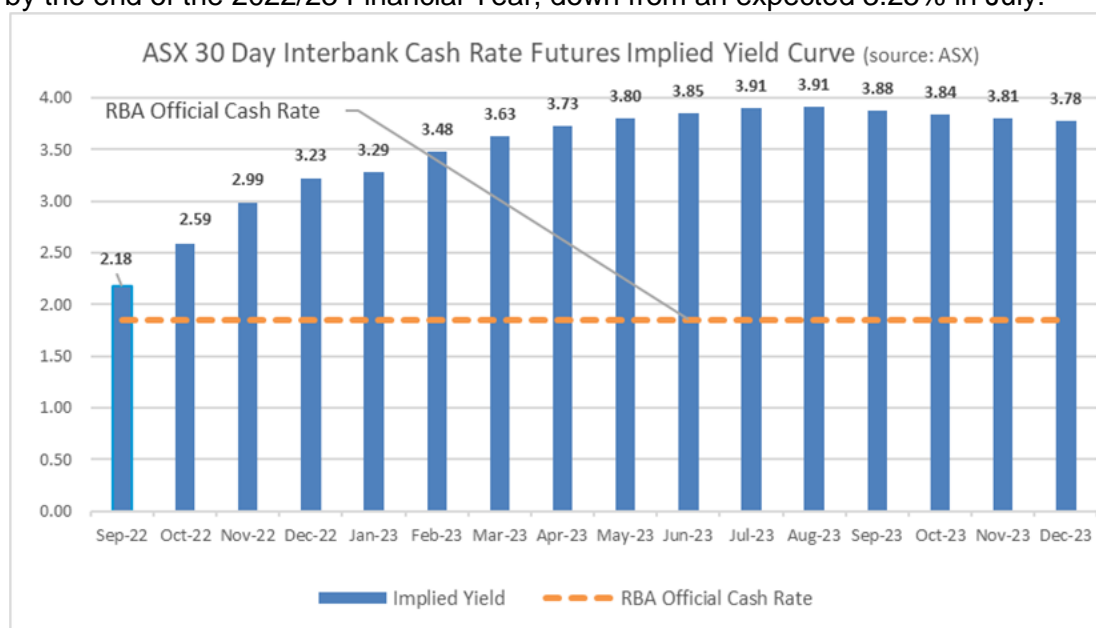
## Domestic issues

- Australia's unemployment rate has fallen to a new 38-year low of 3.4%. In July there were fewer unemployed (474,000 people) than there were job vacancies in May (480,000), which suggests the job market remains very tight for now.
- Economists expect domestic wages growth to go above 3% over the next year, which will still be well below the rise in wages growth already reached in the US and Europe, suggesting a wage-price inflation spiral is a far smaller risk in Australia, and the RBA will likely not have to raise rates as much as the US.
- Consumer confidence surveys showed another fall in August and are near levels associated with recession as cost of living pressures and higher rates impact borrowers. This implies slower growth in demand may be ahead, which will ultimately ease capacity pressures and inflation, but there remains a risk of the economy contracting sharper than expected leading to recession.

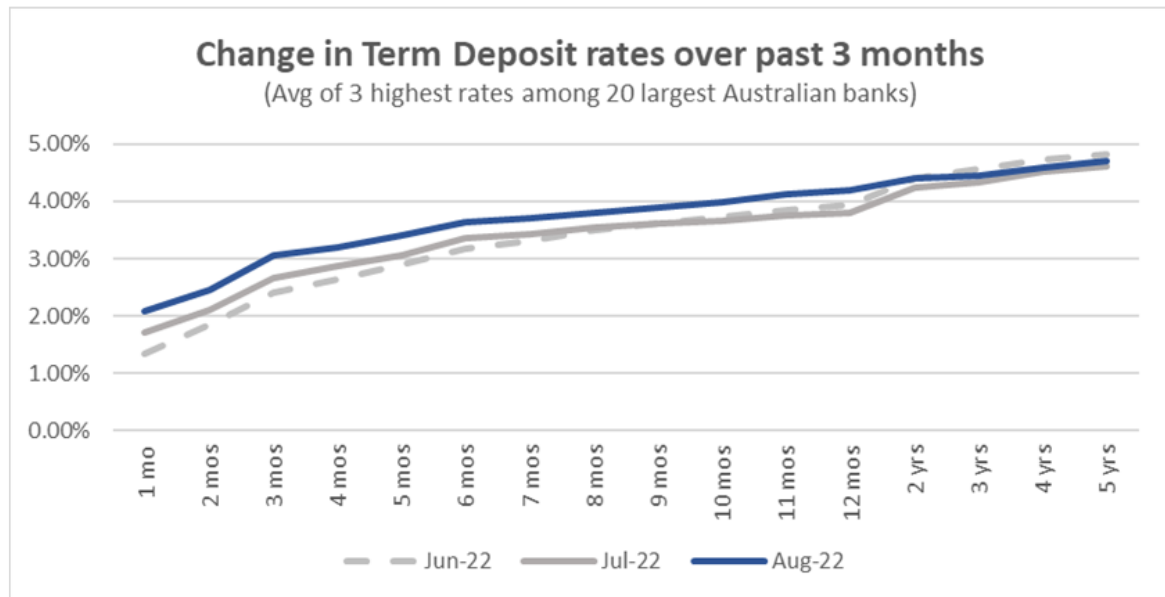
## Interest Rates

The RBA increased the official cash rate another 50 basis points, from 1.35% to 1.85% at its August meeting with the Board noting that inflation was at its highest level since the early 1990s and at over 6%pa, well above the 2-3% target range.

The market lowered its cash rate expectations over the past month, pricing in a 3.85% cash rate by the end of the 2022/23 Financial Year, down from an expected 3.25% in July:



In August, term deposit rates rose an average of 30 basis points across the 1-12 month range and 10 basis points across the 2-5 year area versus last month:



## ATTACHMENTS

1. [IWC Investment Report - August 2022](#)
2. [IWC Economic & Investment Portfolio Commentary - August 2022](#)

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Attachment 1



Investment Summary Report  
August 2022

## Inner West Council

### Executive Summary - August 2022

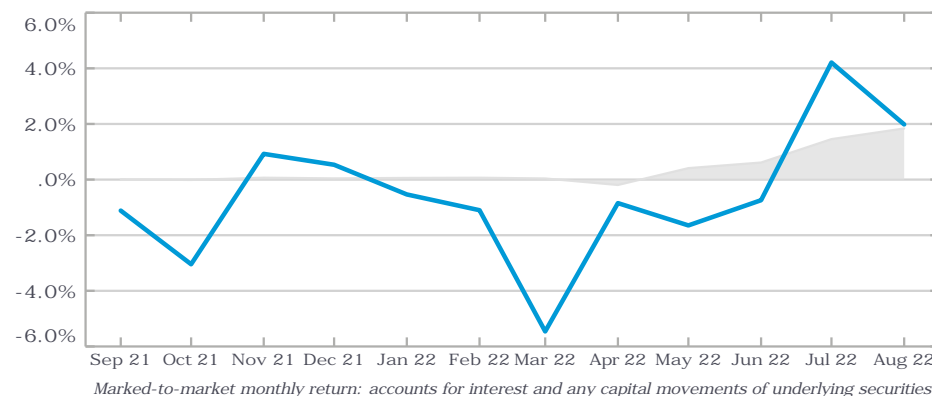


#### Investment Holdings

By Product	Face Value (\$)	Current Value (\$)	Current Yield (%)
Bonds	11,300,000.00	10,253,796.34	2.5088
Floating Rate Note	109,400,000.00	108,106,127.39	2.5940
Floating Rate Term Deposits	7,000,000.00	7,026,118.94	2.1618
Mortgage Backed Security	1,469,517.33	1,052,128.22	3.0042
Term Deposit	116,500,000.00	116,761,761.64	2.2041
	245,669,517.33	243,199,932.53	2.3278

Face Value = capital value to be repaid upon maturity  
Current Value = current market value + accrued interest  
Current Yield = weighted average interest rate

#### Investment Performance

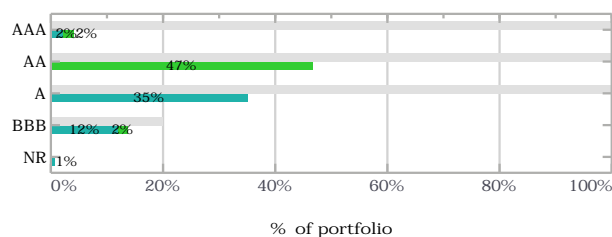


Portfolio Annualised Return

AusBond BB Index Annualised Return

#### Investment Policy Compliance sorted by Socially Responsible Investments (SRIs) and non-Fossil Fuel (NFF) banks

##### Total Credit Exposure



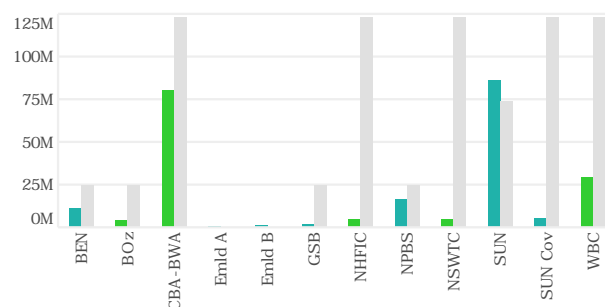
Non Fossil Fuel Lending ADI

Socially Responsible Investments

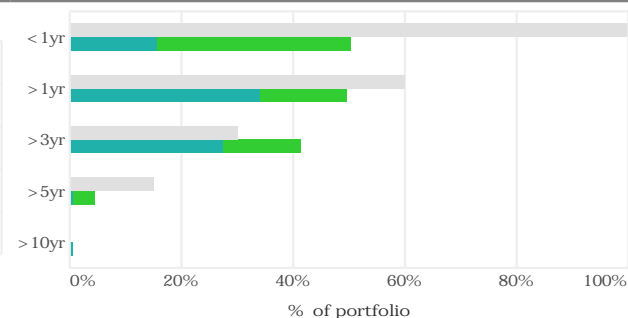
Investment Policy Limit

Holdings in each credit rating category vs policy limits

##### Highest Individual Exposures



##### Term to Maturities

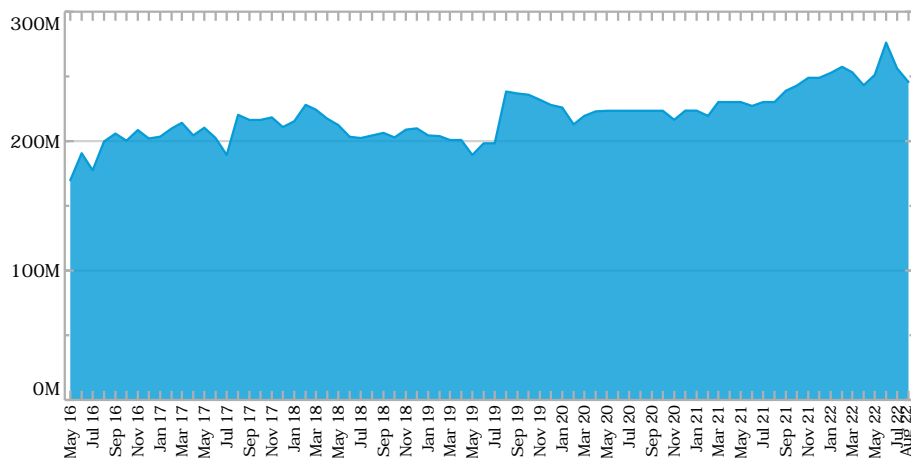


Current maturity profile of all holdings vs policy limits

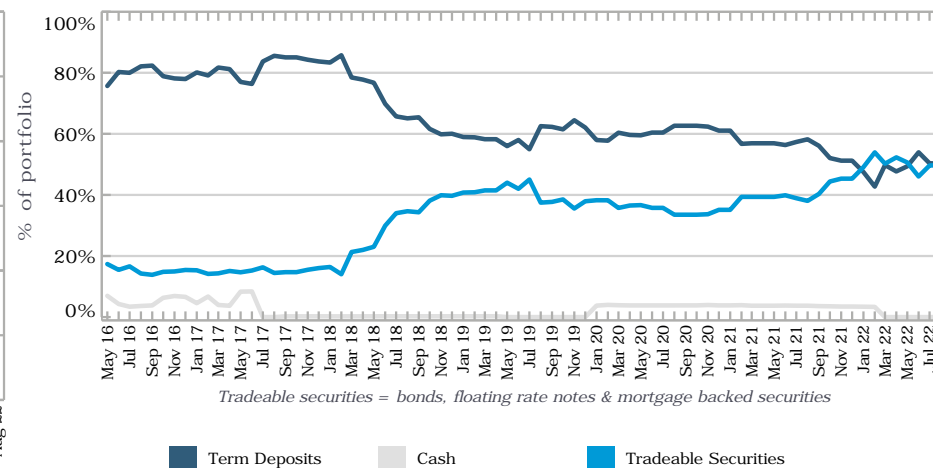
## Inner West Council Historical Graphs - August 2022



Month end investment balances since amalgamation

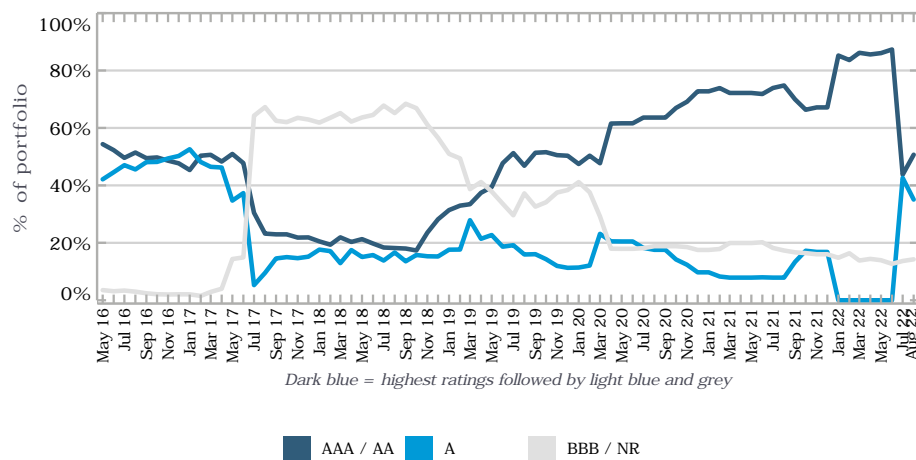


Composition of portfolio by asset type



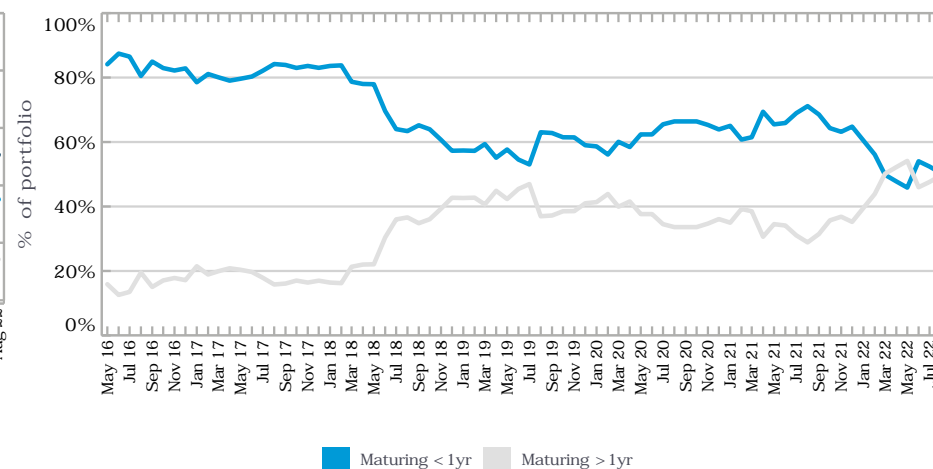
Tradeable securities = bonds, floating rate notes & mortgage backed securities

Composition of portfolio by credit rating categories



Dark blue = highest ratings followed by light blue and grey

Composition of portfolio by short (< 1 yr) and long term (> 1 yr) holdings



Inner West Council  
Investment Holdings Report - August 2022



Term Deposits											
Maturity Date	Face Value (\$)	Rate (% pa)	Institution	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Deal No.	Accrued Interest (\$)	Coupon Frequency	Reference
2-Sep-22	2,500,000.00	1.0300%	Suncorp Bank	A+	2,500,000.00	5-Apr-22	2,510,511.64	542495	10,511.64	At Maturity	
20-Sep-22	13,000,000.00	2.2500%	Suncorp Bank	A+	13,000,000.00	23-Jun-22	13,056,095.89	542895	56,095.89	At Maturity	
27-Sep-22	10,000,000.00	0.9100%	Westpac Group	AA-	10,000,000.00	29-Mar-22	10,015,956.16	542480	15,956.16	Quarterly	Green
4-Oct-22	1,500,000.00	1.0800%	Suncorp Bank	A+	1,500,000.00	31-Mar-22	1,506,835.07	542491	6,835.07	At Maturity	
4-Oct-22	1,500,000.00	1.1500%	Suncorp Bank	A+	1,500,000.00	5-Apr-22	1,507,041.78	542496	7,041.78	At Maturity	
10-Oct-22	2,500,000.00	1.1800%	Westpac Group	AA-	2,500,000.00	12-Apr-22	2,511,476.71	542504	11,476.71	At Maturity	Green
25-Oct-22	40,000,000.00	2.3100%	Commonwealth Bank of Australia	AA-	40,000,000.00	23-Aug-22	40,022,783.56	543209	22,783.56	At Maturity	Green
8-Nov-22	8,000,000.00	2.2700%	Suncorp Bank	A+	8,000,000.00	12-May-22	8,055,723.84	542766	55,723.84	At Maturity	
29-Nov-22	5,000,000.00	0.5600%	Westpac Group	AA-	5,000,000.00	29-Nov-21	5,000,230.14	542124	230.14	Quarterly	Green
1-Jun-23	9,000,000.00	3.0000%	Suncorp Bank	A+	9,000,000.00	31-May-22	9,068,794.52	542820	68,794.52	At Maturity	
28-Jun-23	18,500,000.00	3.6000%	Commonwealth Bank of Australia	AA-	18,500,000.00	31-Aug-22	18,501,824.66	543257	1,824.66	At Maturity	Green
30-Jun-23	5,000,000.00	0.5200%	Westpac Group	AA-	5,000,000.00	30-Jun-21	5,004,487.67	541607	4,487.67	Quarterly	Green
116,500,000.00		2.2041%			116,500,000.00	116,761,761.64		261,761.64			

Floating Rate Term Deposits											
Maturity Date	Face Value (\$)	Rate (% pa)	Institution	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Deal No.	Accrued Interest (\$)	Next Interest Date	Reference
28-Jun-24	4,000,000.00	2.1232%	Westpac Group 3moBBSW+0.31%	AA-	4,000,000.00	30-Jun-21	4,014,658.81	541605	14,658.81	30-Sep-22	Green
30-Jun-26	3,000,000.00	2.2132%	Westpac Group 3moBBSW+0.40%	AA-	3,000,000.00	30-Jun-21	3,011,460.13	541606	11,460.13	30-Sep-22	Green
7,000,000.00		2.1618%			7,000,000.00	7,026,118.94		26,118.94			

Inner West Council  
Investment Holdings Report - August 2022



Floating Rate Notes											
Maturity Date	Face Value (\$)	Current Coupon	Security Name	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Deal No.	Accrued Interest (\$)	Next Coupon Reference Date	
2-Dec-22	4,000,000.00	2.1158%	BOz 'SRI' Snr FRN (Dec22) BBSW+0.90%	BBB	4,000,000.00	2-Dec-19	4,012,860.03	538824	21,100.03	2-Sep-22	
25-Jan-23	1,500,000.00	3.2593%	BEN Snr FRN (Jan23) BBSW+1.05%	BBB+	1,500,000.00	25-Jan-18	1,507,204.87	536141	5,089.87	25-Oct-22	
6-Feb-23	1,700,000.00	3.6550%	NPBS Snr FRN (Feb23) BBSW+1.40%	BBB	1,700,000.00	6-Feb-18	1,708,318.59	536175	4,085.59	7-Nov-22	
30-Jul-24	6,000,000.00	2.9008%	SUN Snr FRN (Jul24) BBSW+0.78%	A+	6,000,000.00	30-Jul-19	6,011,952.69	538330	16,212.69	31-Oct-22	
30-Jul-24	750,000.00	2.9008%	SUN Snr FRN (Jul24) BBSW+0.78%	A+	749,182.50	1-Oct-19	751,494.09	538563	2,026.59	31-Oct-22	
24-Oct-24	2,000,000.00	3.3293%	GSB Snr FRN (Oct24) BBSW+1.12%	BBB	2,000,000.00	24-Oct-19	2,010,332.24	538603	6,932.24	24-Oct-22	
17-Mar-25	4,000,000.00	2.7789%	BEN Snr FRN (Mar25) BBSW+0.98%	BBB+	4,000,000.00	11-Mar-22	4,012,064.81	542439	23,144.81	19-Sep-22	
24-Apr-25	3,700,000.00	3.3293%	SUN Cov FRN (Apr25) BBSW+1.12%	AAA	3,700,000.00	27-Apr-20	3,739,649.65	539640	12,824.65	24-Oct-22	
2-Dec-25	5,600,000.00	1.7358%	BEN Snr FRN (Dec25) BBSW+0.52%	BBB+	5,600,000.00	2-Dec-20	5,497,954.62	540602	24,234.62	2-Sep-22	
24-Feb-26	6,400,000.00	2.8420%	SUN Snr FRN (Feb26) BBSW+0.45%	A+	6,400,000.00	24-Feb-21	6,288,978.59	540964	3,986.59	24-Nov-22	
24-Feb-26	10,000,000.00	2.8420%	SUN Snr FRN (Feb26) BBSW+0.45%	A+	9,962,700.00	27-Oct-21	9,826,529.04	542015	6,229.04	24-Nov-22	
24-Feb-26	10,000,000.00	2.8420%	SUN Snr FRN (Feb26) BBSW+0.45%	A+	9,927,200.00	16-Feb-22	9,826,529.04	542349	6,229.04	24-Nov-22	
4-Mar-26	10,000,000.00	1.8717%	NPBS Snr FRN (Mar26) BBSW+0.63%	BBB	10,000,000.00	4-Mar-21	9,788,713.12	540984	44,613.12	5-Sep-22	
15-Sep-26	3,750,000.00	2.1853%	SUN Snr FRN (Sep26) BBSW+0.48%	A+	3,750,000.00	9-Sep-21	3,688,049.84	541878	17,512.34	15-Sep-22	
23-Dec-26	5,000,000.00	2.1499%	CBA Green Snr FRN (Dec26) BBSW+0.41%	AA-	5,000,000.00	21-Sep-21	4,924,865.76	541917	20,615.76	23-Sep-22	
23-Dec-26	1,500,000.00	2.1499%	CBA Green Snr FRN (Dec26) BBSW+0.41%	AA-	1,492,560.00	27-Oct-21	1,477,459.73	542014	6,184.73	23-Sep-22	
23-Dec-26	5,000,000.00	2.1499%	CBA Green Snr FRN (Dec26) BBSW+0.41%	AA-	4,968,400.00	1-Nov-21	4,924,865.76	542019	20,615.76	23-Sep-22	
23-Dec-26	10,000,000.00	2.1499%	CBA Green Snr FRN (Dec26) BBSW+0.41%	AA-	9,858,500.00	8-Mar-22	9,849,731.52	542413	41,231.52	23-Sep-22	
25-Jan-27	13,750,000.00	2.9893%	SUN Snr FRN (Jan27) BBSW+0.78%	A+	13,750,000.00	18-Jan-22	13,605,929.53	542249	42,792.03	25-Oct-22	
10-Feb-27	4,750,000.00	3.2750%	NPBS Snr FRN (Feb27) BBSW+1.00%	BBB	4,750,000.00	7-Feb-22	4,652,643.87	542315	9,376.37	10-Nov-22	
109,400,000.00		2.5940%			109,108,542.50		108,106,127.39		335,037.39		

## Inner West Council

### Investment Holdings Report - August 2022



#### Fixed Rate Bonds

Maturity Date	Face Value (\$)	Coupon	Security Name	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Deal No.	Accrued Interest (\$)	Purchase Yield	Reference
24-Aug-26	1,300,000.00	3.2500%	SUN Cov Bond (Aug26) 3.25%	AAA	1,427,881.00	30-Apr-20	1,239,818.48	539692	918.48	1.7000%	
24-Aug-26	500,000.00	3.2500%	SUN Cov Bond (Aug26) 3.25%	AAA	549,310.00	5-May-20	476,853.26	539728	353.26	1.7000%	
15-Nov-28	5,000,000.00	3.0000%	NSWTC 'Green' Snr Bond (Nov28) 3.00%	AA+	5,000,000.00	15-Nov-18	4,805,312.30	537310	44,262.30	3.2350%	
27-May-30	1,500,000.00	1.5200%	NHFIC 'Social' Snr Bond (May30) 1.52%	AAA	1,540,140.00	10-Feb-21	1,251,022.30	540932	5,977.30	1.2500%	
1-Jul-31	3,000,000.00	1.7400%	NHFIC 'Social' Snr Bond (Jul31) 1.74%	AAA	3,000,000.00	1-Jul-21	2,480,790.00	541524	8,700.00	1.7400%	
	11,300,000.00	2.5088%			11,517,331.00		10,253,796.33		60,211.33	2.3301%	

#### Mortgage Backed Securities

Maturity Date	Face Value (\$)	Current Coupon	Security Name	Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Deal No.	Accrued Interest (\$)	Reference
21-Aug-51	469,517.33	2.8001%	Emerald Reverse Mortgage (2006A)	NR	1,000,000.00	17-Jul-06	371,278.88	310321	360.19	
21-Aug-56	1,000,000.00	3.1001%	Emerald Reverse Mortgage (2006B)	NR	1,000,000.00	17-Jul-06	680,849.34	310334	849.34	
	1,469,517.33	3.0042%			2,000,000.00		1,052,128.22		1,209.53	

Inner West Council  
Accrued Interest Report - August 2022



Accrued Interest Report									
Investment	Deal No.	Ref	Face Value (\$)	Settlement Date	Maturity Date	Interest Received (\$)	Days	Interest Accrued (\$)	Percentage Return
<u>Bonds</u>									
SUN Cov Bond (Aug26) 3.25%	539692			30-Apr-20	24-Aug-26	21,125.00	31	3,602.87	3.26%
SUN Cov Bond (Aug26) 3.25%	539728			05-May-20	24-Aug-26	8,125.00	31	1,385.72	3.26%
NSWTC 'Green' Snr Bond (Nov28) 3.00%	537310			15-Nov-18	15-Nov-28	0.00	31	12,704.92	2.99%
NHFIC 'Social' Snr Bond (May30) 1.52%	540932			10-Feb-21	27-May-30	0.00	31	1,910.27	1.50%
NHFIC 'Social' Snr Bond (Jul31) 1.74%	541524			01-Jul-21	01-Jul-31	0.00	31	4,350.00	1.71%
Bonds Total						29,250.00		23,953.78	2.50%
<u>Floating Rate Note</u>									
SUN Snr FRN (Aug22) BBSW+ 0.97%	535607			16-Aug-17	16-Aug-22	4,965.48	15	809.59	1.97%
SUN Snr FRN (Aug22) BBSW+ 0.97%	537263			31-Oct-18	16-Aug-22	19,861.92	15	3,238.36	1.97%
BOz 'SRI' Snr FRN (Dec22) BBSW+ 0.90%	538824			02-Dec-19	02-Dec-22	0.00	31	7,187.92	2.12%
BEN Snr FRN (Jan23) BBSW+ 1.05%	536141			25-Jan-18	25-Jan-23	0.00	31	4,152.26	3.26%
NPBS Snr FRN (Feb23) BBSW+ 1.40%	536175			06-Feb-18	06-Feb-23	10,158.90	31	4,842.10	3.35%
SUN Snr FRN (Jul24) BBSW+ 0.78%	538330			30-Jul-19	30-Jul-24	0.00	31	14,782.16	2.90%
SUN Snr FRN (Jul24) BBSW+ 0.78%	538563			01-Oct-19	30-Jul-24	0.00	31	1,847.77	2.90%
GSB Snr FRN (Oct24) BBSW+ 1.12%	538603			24-Oct-19	24-Oct-24	0.00	31	5,655.25	3.33%
BEN Snr FRN (Mar25) BBSW+ 0.98%	542439			17-Mar-22	17-Mar-25	0.00	31	9,440.65	2.78%
SUN Cov FRN (Apr25) BBSW+ 1.12%	539640			27-Apr-20	24-Apr-25	0.00	31	10,462.22	3.33%
BEN Snr FRN (Dec25) BBSW+ 0.52%	540602			02-Dec-20	02-Dec-25	0.00	31	8,255.75	1.74%
SUN Snr FRN (Feb26) BBSW+ 0.45%	540964			24-Feb-21	24-Feb-26	24,527.96	31	10,118.58	1.86%
SUN Snr FRN (Feb26) BBSW+ 0.45%	542015			29-Oct-21	24-Feb-26	38,324.93	31	15,810.27	1.86%
SUN Snr FRN (Feb26) BBSW+ 0.45%	542349			18-Feb-22	24-Feb-26	38,324.93	31	15,810.27	1.86%
NPBS Snr FRN (Mar26) BBSW+ 0.63%	540984			04-Mar-21	04-Mar-26	0.00	31	15,896.63	1.87%

Inner West Council  
Accrued Interest Report - August 2022



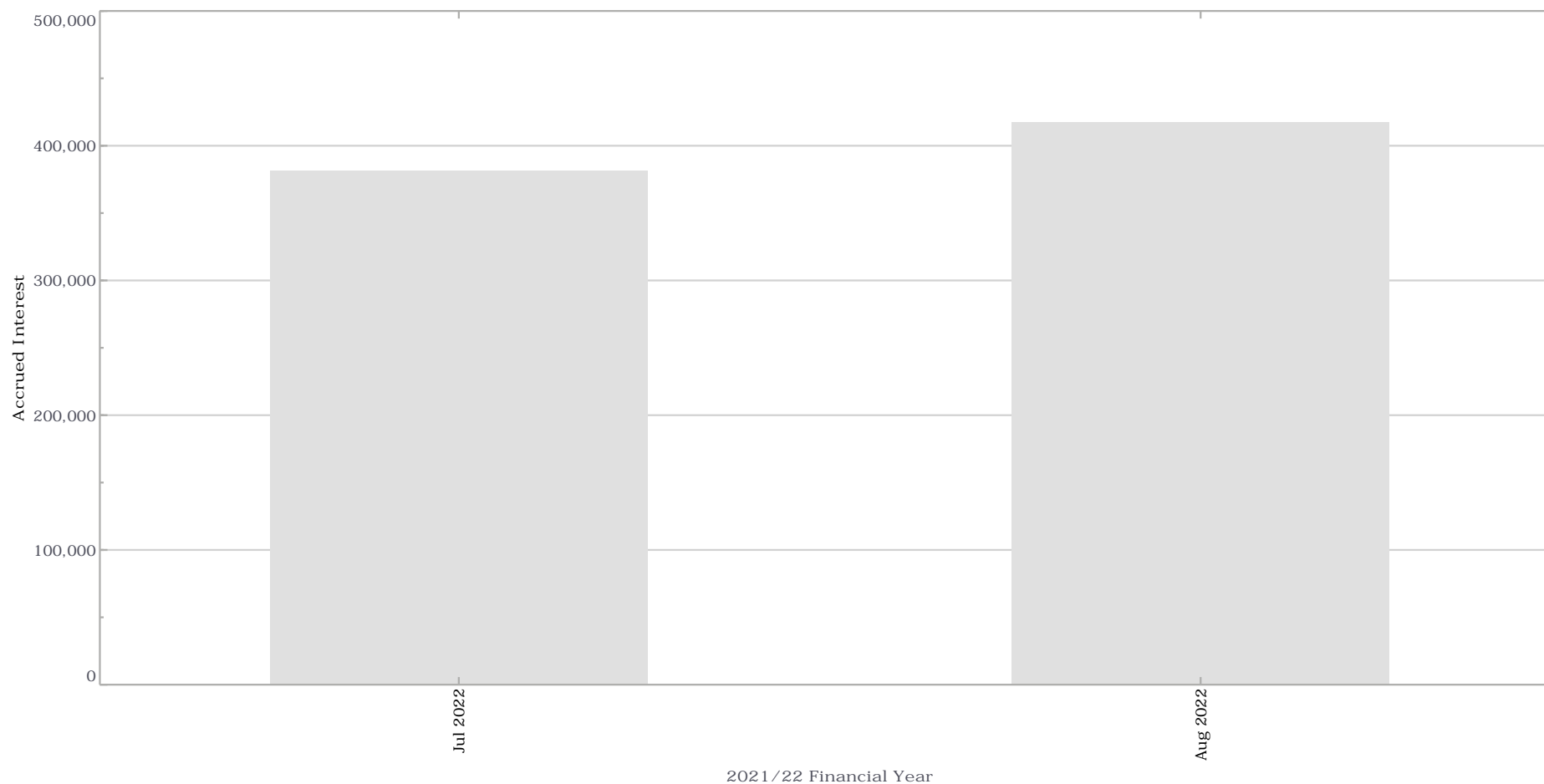
Accrued Interest Report									
Investment	Deal No.	Ref	Face Value (\$)	Settlement Date	Maturity Date	Interest Received (\$)	Days	Interest Accrued (\$)	Percentage Return
SUN Snr FRN (Sep26) BBSW+ 0.48%	541878			15-Sep-21	15-Sep-26	0.00	31	6,960.04	2.19%
CBA Green Snr FRN (Dec26) BBSW+ 0.41%	541917			23-Sep-21	23-Dec-26	0.00	31	9,129.84	2.15%
CBA Green Snr FRN (Dec26) BBSW+ 0.41%	542014			29-Oct-21	23-Dec-26	0.00	31	2,738.95	2.15%
CBA Green Snr FRN (Dec26) BBSW+ 0.41%	542019			02-Nov-21	23-Dec-26	0.00	31	9,129.84	2.15%
CBA Green Snr FRN (Dec26) BBSW+ 0.41%	542413			10-Mar-22	23-Dec-26	0.00	31	18,259.67	2.15%
SUN Snr FRN (Jan27) BBSW+ 0.78%	542249			25-Jan-22	25-Jan-27	0.00	31	34,909.29	2.99%
NPBS Snr FRN (Feb27) BBSW+ 1.00%	542315			10-Feb-22	10-Feb-27	23,110.72	31	11,637.21	2.88%
Floating Rate Note Total						159,274.84		221,074.62	2.33%
<u>Floating Rate Term Deposits</u>									
Westpac Group	541605			30-Jun-21	28-Jun-24	0.00	31	7,213.07	2.12%
Westpac Group	541606			30-Jun-21	30-Jun-26	0.00	31	5,639.11	2.21%
Floating Rate Term Deposits Total						0.00		12,852.18	2.16%
<u>Mortgage Backed Securities</u>									
Emerald Reverse Mortgage Series 2006-1 Class A	310321			17-Jul-06	21-Aug-51	1,782.00	31	771.45	1.93%
Emerald Reverse Mortgage Series 2006-1 Class B	310334			17-Jul-06	21-Aug-56	4,498.00	31	1,887.49	2.22%
Mortgage Backed Securities Total						6,280.00		2,658.94	2.13%
<u>Term Deposit</u>									
Suncorp Bank	542489			31-Mar-22	02-Aug-22	7,473.97	1	60.27	.80%
Suncorp Bank	542494			05-Apr-22	03-Aug-22	7,232.88	2	120.55	.80%
Commonwealth Bank of Australia	542894			23-Jun-22	23-Aug-22	119,660.27	22	43,156.16	1.79%
Commonwealth Bank of Australia	541796			30-Aug-21	30-Aug-22	12,400.00	29	985.21	.31%
Commonwealth Bank of Australia	541800			31-Aug-21	30-Aug-22	6,183.01	29	492.60	.31%
Suncorp Bank	541931			28-Sep-21	30-Aug-22	32,219.18	29	2,780.82	.35%

Inner West Council  
Accrued Interest Report - August 2022

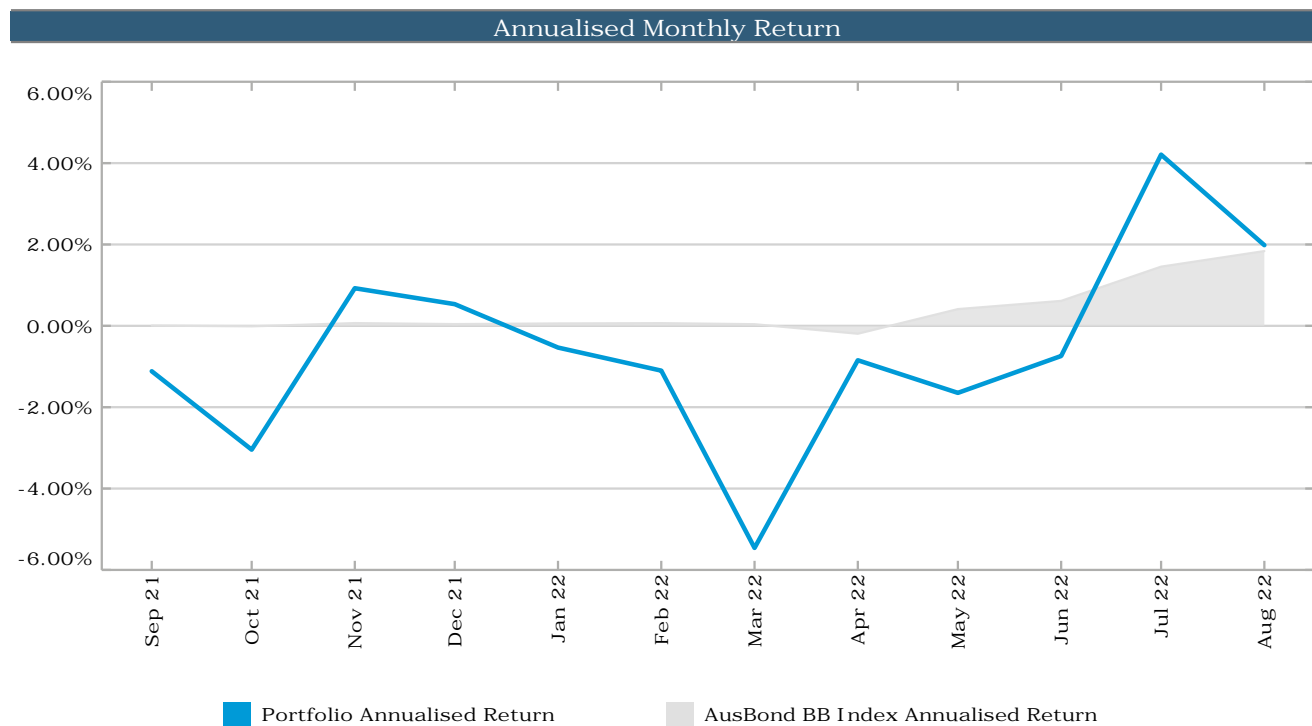


Accrued Interest Report									
Investment	Deal No.	Ref	Face Value (\$)	Settlement Date	Maturity Date	Interest Received (\$)	Days	Interest Accrued (\$)	Percentage Return
Suncorp Bank	542490			31-Mar-22	30-Aug-22	9,578.08	29	1,827.40	.92%
Suncorp Bank	542495			05-Apr-22	02-Sep-22	0.00	31	2,186.98	1.03%
Suncorp Bank	542895			23-Jun-22	20-Sep-22	0.00	31	24,842.47	2.25%
Westpac Group	542480			29-Mar-22	27-Sep-22	0.00	31	7,728.76	.91%
Suncorp Bank	542491			31-Mar-22	04-Oct-22	0.00	31	1,375.89	1.08%
Suncorp Bank	542496			05-Apr-22	04-Oct-22	0.00	31	1,465.07	1.15%
Westpac Group	542504			12-Apr-22	10-Oct-22	0.00	31	2,505.48	1.18%
Commonwealth Bank of Australia	543209			23-Aug-22	25-Oct-22	0.00	9	22,783.56	2.31%
Suncorp Bank	542766			12-May-22	08-Nov-22	0.00	31	15,423.57	2.27%
Westpac Group	542124			29-Nov-21	29-Nov-22	6,980.82	31	2,378.08	.56%
Suncorp Bank	542820			31-May-22	01-Jun-23	0.00	31	22,931.51	3.00%
Commonwealth Bank of Australia	543257			31-Aug-22	28-Jun-23	0.00	1	1,824.66	3.60%
Westpac Group	541607			30-Jun-21	30-Jun-23	0.00	31	2,208.22	.52%
Term Deposit Total						201,728.21		157,077.26	1.59%
						396,533.05		417,616.78	<u>1.98%</u>

Inner West Council  
Accrued Interest Report - August 2022



Inner West Council  
Investment Performance Report - August 2022



Historical Performance Summary			
	Portfolio	AusBond BB Index	Outperformance
Aug 2022	1.98%	1.84%	0.14%
Last 3 Months	1.82%	1.31%	0.51%
Last 6 Months	-0.46%	0.70%	-1.16%
Financial Year to Date	3.09%	1.65%	1.44%
Last 12 months	-0.59%	0.37%	-0.96%

## Inner West Council Environmental Commitments Report - August 2022

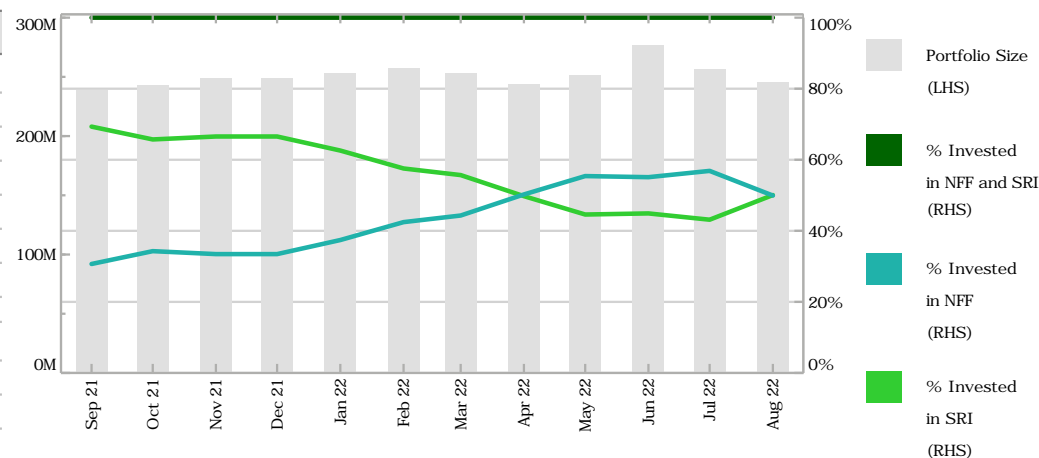


### Current Breakdown

ADI Lending Status *	Current Month (\$)	Previous Month (\$)
<b>Non Fossil Fuel Lending ADIs</b>		
Bendigo and Adelaide Bank	11,100,000	11,100,000
Emerald Reverse Mortgage	1,469,517	1,475,141
Great Southern Bank	2,000,000	2,000,000
Newcastle Permanent Building Society	16,450,000	16,450,000
Suncorp Bank	86,150,000	109,150,000
Suncorp Bank Covered	5,500,000	5,500,000
	122,669,517	145,675,141
	50%	57%
<b>Socially Responsible Investment</b>		
Bank Australia (Sustainability)	4,000,000	4,000,000
CBA (Green)	80,000,000	67,500,000
National Housing Finance Investment	4,500,000	4,500,000
NSW T-Corp (Green)	5,000,000	5,000,000
Westpac Group (Green TD)	29,500,000	29,500,000
	123,000,000	110,500,000
	50%	43%
	245,669,517	256,175,141

\* source: <http://www.marketforces.org.au>  
Percentages may not add up to 100% due to rounding

### Historical Portfolio Exposure to NFF Lending ADIs and SRI



### Socially Responsible Investments Glossary

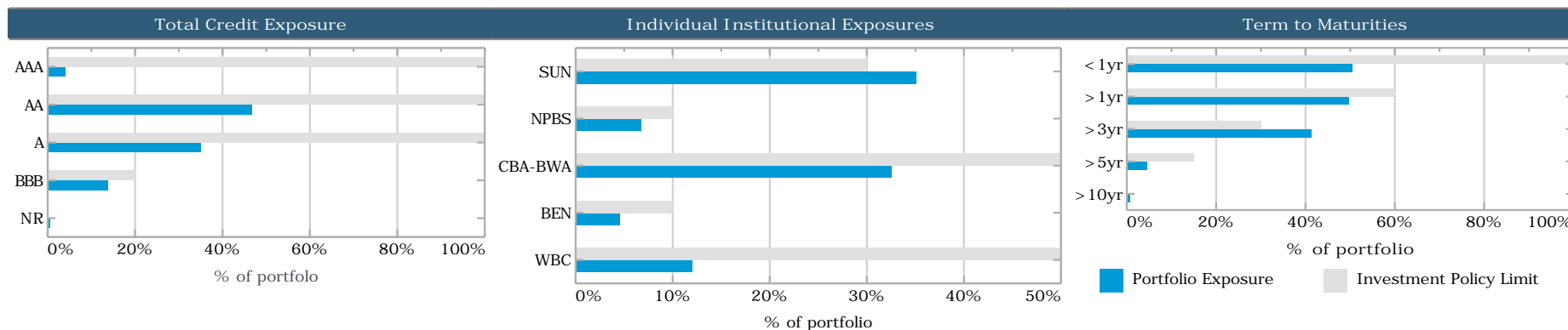
Investment	Use of Funds
Bank Australia (Sustainability)	Reduced Inequalities, sustainable cities and communities, life on land **
CBA (Climate)	Wind farms, low carbon transport, low carbon commercial buildings ***
CBA (Green)	Wind farms, low carbon transport, low carbon commercial buildings ***
National Housing Finance Investment Corp (Social)	No poverty, sustainable cities and communities **
National Australia Bank (Social)	Employers of Choice for Gender Equality ****
NSW T-Corp (Green)	Low carbon transport, water infrastructure ***
Westpac Group (Green TD)	Wind farms, low carbon commercial buildings ***

\*\* United Nations Sustainable Development Goals

\*\*\* Climate Bonds Standard

\*\*\*\* Cited by the Workplace Gender Equality Agency as Employers of Choice for Gender Equality

## Inner West Council Investment Policy Compliance Report - August 2022



Credit Rating Group	Face Value (\$)		Policy Max	
AAA	10,000,000	4%	100%	a
AA	114,500,000	47%	100%	a
A	86,150,000	35%	100%	a
BBB	33,550,000	14%	20%	a
NR	1,469,517	1%	0%	r
245,669,517				

a = compliant  
r = non-compliant

	Portfolio Exposure	Investment Policy Limit	
Suncorp Bank (A+)	35%	30%	r
Newcastle Permanent Building Society (BBB)	7%	10%	a
Commonwealth Bank of Australia (AA-)	33%	50%	a
Bendigo and Adelaide Bank (BBB+)	5%	10%	a
Westpac Group (AA-)	12%	50%	a
Bank Australia (BBB)	2%	10%	a
Great Southern Bank (BBB)	1%	10%	a
Suncorp Bank Covered (AAA)	2%	50%	a
NSW T-Corp [Green] (AA+)	2%	50%	a
National Housing Fin Inv Corp [Social] (AAA)	2%	50%	a
Emerald Reverse Mortgage (NR)	1%	0%	r

Maturity Profile	Face Value (\$)	Policy Max	
Less than 1yr	123,700,000	50%	100% a
Greater than 1yr	121,969,517	50%	60% a
a. Greater than 3yrs	101,519,517	41%	30% r
b. Greater than 5yrs	10,969,517	4%	15% a
c. Greater than 10yrs	1,469,517	1%	0% r
245,669,517			
Detailed Maturity Profile		Face Value (\$)	
01. Less Than 30 Days	25,500,000	10%	
02. Between 30 Days and 60 Days	45,500,000	19%	
03. Between 60 Days and 90 Days	8,000,000	3%	
04. Between 90 Days and 180 Days	12,200,000	5%	
05. Between 180 Days and 365 Days	32,500,000	13%	
06. Between 365 Days and 3 Years	20,450,000	8%	
07. Between 3 Years and 5 Years	90,550,000	37%	
08. Between 5 Years and 10 Years	9,500,000	4%	
09. Greater than 10 Years	1,469,517	1%	
245,669,517			

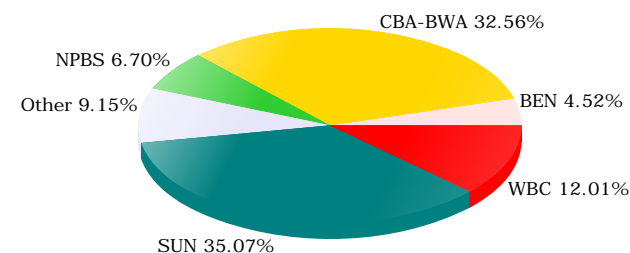
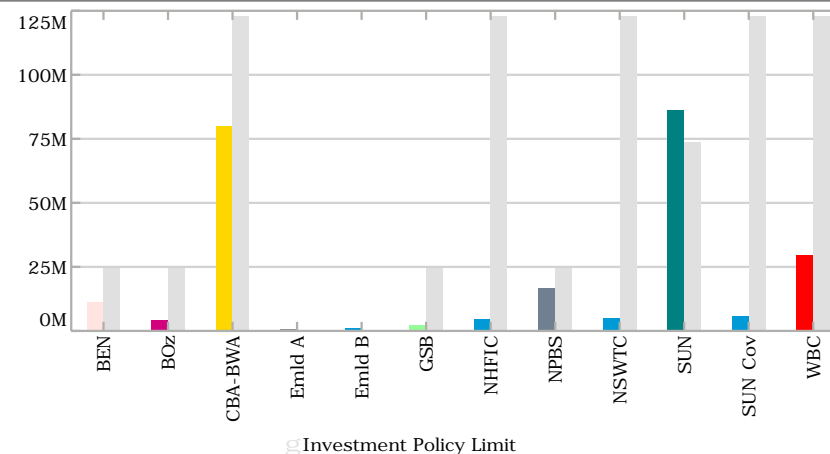
## Inner West Council Individual Institutional Exposures Report - August 2022



Individual Institutional Exposures

	Current Exposures		Policy Limit		Capacity
Bank Australia (BBB)	4,000,000	2%	24,566,952	10%	20,566,952
Bendigo and Adelaide Bank (BBB+)	11,100,000	5%	24,566,952	10%	13,466,952
Commonwealth Bank of Australia (AA-)	80,000,000	33%	122,834,759	50%	42,834,759
Emerald Reverse Mortgage (NR)	1,469,517	1%	0	0%	-1,469,517
Great Southern Bank (BBB)	2,000,000	1%	24,566,952	10%	22,566,952
National Housing Fin Inv Corp [Social] (AAA)	4,500,000	2%	122,834,759	50%	118,334,759
Newcastle Permanent Building Society (BBB)	16,450,000	7%	24,566,952	10%	8,116,952
NSW T-Corp [Green] (AA+)	5,000,000	2%	122,834,759	50%	117,834,759
Suncorp Bank (A+)	86,150,000	35%	73,700,855	30%	-12,449,145
Suncorp Bank Covered (AAA)	5,500,000	2%	122,834,759	50%	117,334,759
Westpac Group (AA-)	29,500,000	12%	122,834,759	50%	93,334,759
	245,669,517				

Individual Institutional Exposure Charts



Inner West Council  
Cash Flows Report - August 2022



## Current Month Cashflows

Transaction Date	Deal No.	Cashflow Counterparty	Asset Type	Cashflow Description	Cashflow Received
2-Aug-22	542489	Suncorp Bank	Term Deposits	Maturity Face Value - Received	2,750,000.00
		Suncorp Bank	Term Deposits	Interest - Received	7,473.97
				<u>Deal Total</u>	<u>2,757,473.97</u>
				Day Total	2,757,473.97
3-Aug-22	542494	Suncorp Bank	Term Deposits	Maturity Face Value - Received	2,750,000.00
		Suncorp Bank	Term Deposits	Interest - Received	7,232.88
				<u>Deal Total</u>	<u>2,757,232.88</u>
				Day Total	2,757,232.88
8-Aug-22	536175	Newcastle Permanent Building Society	Floating Rate Note	Coupon - Received	10,158.90
				<u>Deal Total</u>	<u>10,158.90</u>
				Day Total	10,158.90
10-Aug-22	542315	Newcastle Permanent Building Society	Floating Rate Note	Coupon - Received	23,110.72
				<u>Deal Total</u>	<u>23,110.72</u>
				Day Total	23,110.72
16-Aug-22	535607	Suncorp Bank	Floating Rate Note	Coupon - Received	4,965.48
		Suncorp Bank	Floating Rate Note	Maturity Face Value - Received	1,000,000.00
				<u>Deal Total</u>	<u>1,004,965.48</u>
	537263	Suncorp Bank	Floating Rate Note	Coupon - Received	19,861.92
		Suncorp Bank	Floating Rate Note	Maturity Face Value - Received	4,000,000.00
				<u>Deal Total</u>	<u>4,019,861.92</u>
				Day Total	5,024,827.40
22-Aug-22	310321	Emerald Reverse Mortgage (2006A)	Mortgage Backed Securities	Coupon - Received	1,782.11
		Emerald Reverse Mortgage (2006A)	Mortgage Backed Securities	Amortised Face Value - Received	5,623.89
				<u>Deal Total</u>	<u>7,406.00</u>
	310334	Emerald Reverse Mortgage (2006B)	Mortgage Backed Securities	Coupon - Received	4,498.64
				<u>Deal Total</u>	<u>4,498.64</u>
				Day Total	11,904.64
23-Aug-22	542894	Commonwealth Bank of Australia	Term Deposits	Maturity Face Value - Received	40,000,000.00
		Commonwealth Bank of Australia	Term Deposits	Interest - Received	119,660.27

Inner West Council  
Cash Flows Report - August 2022



## Current Month Cashflows

Transaction Date	Deal No.	Cashflow Counterparty	Asset Type	Cashflow Description	Cashflow Received
				Deal Total	40,119,660.27
	543209	Commonwealth Bank of Australia	Term Deposits	Settlement Face Value - Paid	-40,000,000.00
				Deal Total	-40,000,000.00
				Day Total	119,660.27
24-Aug-22	539692	Suncorp Bank (Covered)	Bonds	Coupon - Received	21,125.00
				Deal Total	21,125.00
	539728	Suncorp Bank (Covered)	Bonds	Coupon - Received	8,125.00
				Deal Total	8,125.00
	540964	Suncorp Bank	Floating Rate Note	Coupon - Received	24,527.96
				Deal Total	24,527.96
	542015	Suncorp Bank	Floating Rate Note	Coupon - Received	38,324.93
				Deal Total	38,324.93
	542349	Suncorp Bank	Floating Rate Note	Coupon - Received	38,324.93
				Deal Total	38,324.93
				Day Total	130,427.82
29-Aug-22	542124	Westpac Group	Term Deposits	Interest - Received	6,980.82
				Deal Total	6,980.82
				Day Total	6,980.82
30-Aug-22	541796	Commonwealth Bank of Australia	Term Deposits	Maturity Face Value - Received	4,000,000.00
		Commonwealth Bank of Australia	Term Deposits	Interest - Received	12,400.00
				Deal Total	4,012,400.00
	541800	Commonwealth Bank of Australia	Term Deposits	Maturity Face Value - Received	2,000,000.00
		Commonwealth Bank of Australia	Term Deposits	Interest - Received	6,183.01
				Deal Total	2,006,183.01
	541931	Suncorp Bank	Term Deposits	Maturity Face Value - Received	10,000,000.00
		Suncorp Bank	Term Deposits	Interest - Received	32,219.18
				Deal Total	10,032,219.18
	542490	Suncorp Bank	Term Deposits	Maturity Face Value - Received	2,500,000.00
		Suncorp Bank	Term Deposits	Interest - Received	9,578.08
				Deal Total	2,509,578.08

Inner West Council  
Cash Flows Report - August 2022



## 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>
				Day Total	18,560,380.27
31-Aug-22	543257	Commonwealth Bank of Australia	Term Deposits	Settlement Face Value - Paid	-18,500,000.00
				<u>Deal Total</u>	<u>-18,500,000.00</u>
				Day Total	-18,500,000.00
				<u>Net Cash Movement for Period</u>	<u>10,902,157.69</u>

## 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>
2-Sep-22	538824	Bank Australia	Floating Rate Note	Coupon - Received	21,331.90
				<u>Deal Total</u>	<u>21,331.90</u>
	540602	Bendigo and Adelaide Bank	Floating Rate Note	Coupon - Received	24,500.94
				<u>Deal Total</u>	<u>24,500.94</u>
	542495	Suncorp Bank	Term Deposit	Maturity Face Value - Received	2,500,000.00
				Interest - Received	10,582.19
				<u>Deal Total</u>	<u>2,510,582.19</u>
				Day Total	2,556,415.03
5-Sep-22	540984	Newcastle Permanent Building Society	Floating Rate Note	Coupon - Received	46,664.30
				<u>Deal Total</u>	<u>46,664.30</u>
				Day Total	46,664.30
15-Sep-22	541878	Suncorp Bank	Floating Rate Note	Coupon - Received	20,655.58
				<u>Deal Total</u>	<u>20,655.58</u>
				Day Total	20,655.58
19-Sep-22	542439	Bendigo and Adelaide Bank	Floating Rate Note	Coupon - Received	28,626.48
				<u>Deal Total</u>	<u>28,626.48</u>
				Day Total	28,626.48
20-Sep-22	542895	Suncorp Bank	Term Deposit	Maturity Face Value - Received	13,000,000.00
				Interest - Received	71,321.92
				<u>Deal Total</u>	<u>13,071,321.92</u>
				Day Total	13,071,321.92
23-Sep-22	541917	Commonwealth Bank of Australia	Floating Rate Note	Coupon - Received	27,095.00
				<u>Deal Total</u>	<u>27,095.00</u>

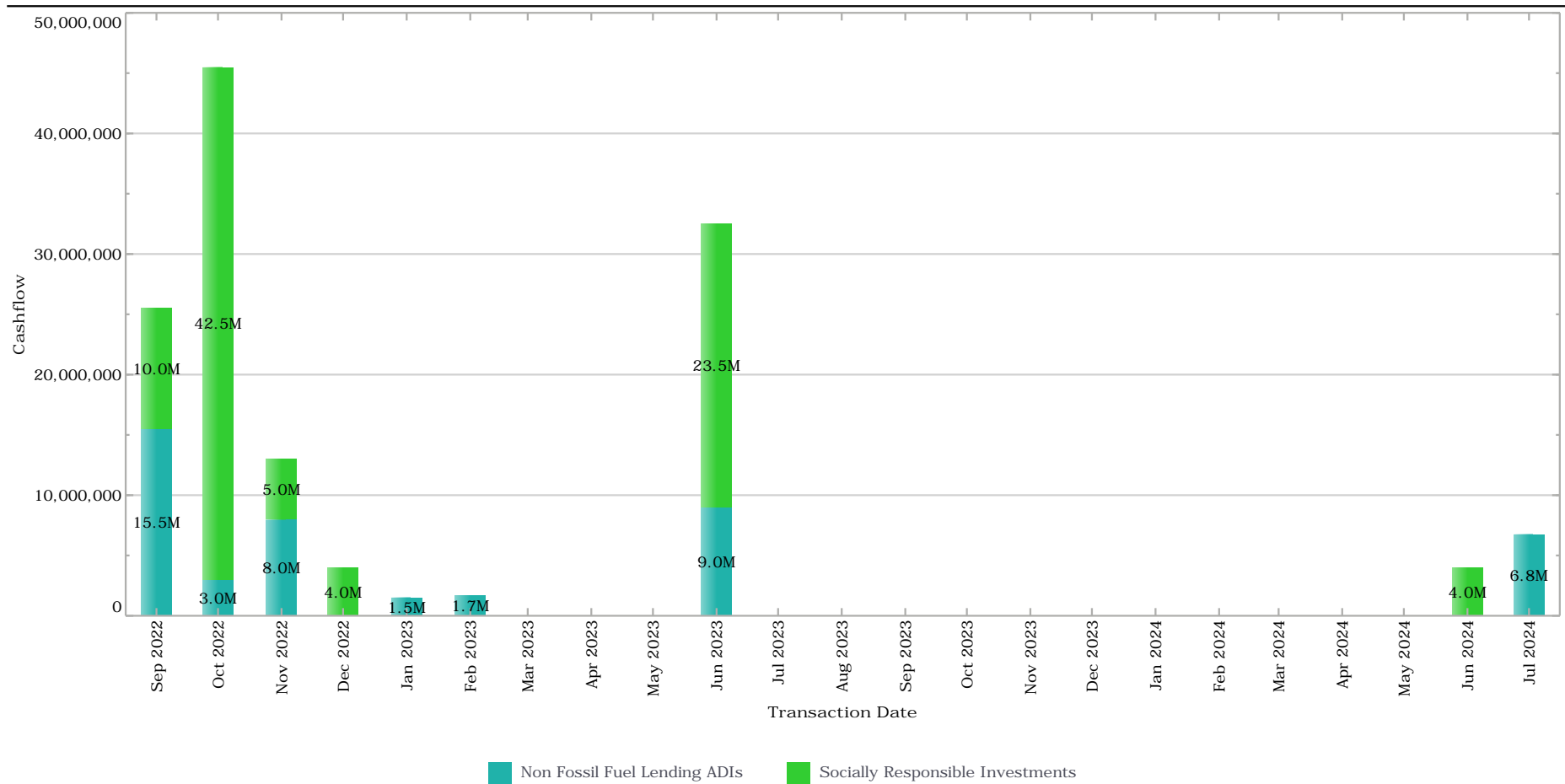
Inner West Council  
Cash Flows Report - August 2022



## Next Month Cashflows

Transaction Date	Deal No.	Cashflow Counterparty	Asset Type	Cashflow Description	Cashflow Due
	542014	Commonwealth Bank of Australia	Floating Rate Note	Coupon - Received	8,128.50
				<u>Deal Total</u>	<u>8,128.50</u>
	542019	Commonwealth Bank of Australia	Floating Rate Note	Coupon - Received	27,095.00
				<u>Deal Total</u>	<u>27,095.00</u>
	542413	Commonwealth Bank of Australia	Floating Rate Note	Coupon - Received	54,190.00
				<u>Deal Total</u>	<u>54,190.00</u>
				Day Total	116,508.50
27-Sep-22	542480	Westpac Group	Term Deposit	Maturity Face Value - Received	10,000,000.00
		Westpac Group	Term Deposit	Interest - Received	22,438.36
				<u>Deal Total</u>	<u>10,022,438.36</u>
				Day Total	10,022,438.36
30-Sep-22	541605	Westpac Group	Floating Rate Term Deposits	Interest - Received	21,406.51
				<u>Deal Total</u>	<u>21,406.51</u>
	541606	Westpac Group	Floating Rate Term Deposits	Interest - Received	16,735.43
				<u>Deal Total</u>	<u>16,735.43</u>
	541607	Westpac Group	Term Deposit	Interest - Received	6,553.42
				<u>Deal Total</u>	<u>6,553.42</u>
				Day Total	44,695.36
				<u>Net Cash Movement for Period</u>	<u>25,907,325.52</u>

## Inner West Council Cash Flows Report - August 2022



## Attachment 2



## Inner West Council Economic and Investment Portfolio Commentary August 2022

### Investment Portfolio Commentary

Council's investment portfolio posted a marked-to-market return of 1.98%pa for the month versus the bank bill index benchmark return of 1.84%pa. For the past 12 months, the portfolio has returned -0.59% on a marked-to-market basis.

Without marked-to-market influences, Council's investment portfolio yielded 1.98%pa for the month, up from 1.68%pa in July. This is based on the actual interest being received on existing investments and excludes market value changes of the securities/deposits.

A rise in interest rates at the end of the month had a modestly detrimental impact on the valuations of Council's fixed rate bonds, but Council's floating rate notes are weathering the rise in market rates better as higher market interest rates are filtering through to higher quarterly interest accruing and being paid on these holdings.

As interest rates rise/fall the dollar valuations of existing bonds fall/rise in the market. While a bond's (or FRN's) market value may drop below its face value (or par value) during the life a security, providing Council does not sell the security and the issuer is sound (which all of Council's holdings are) then the bond's market value will come back to the face value by the time it matures.

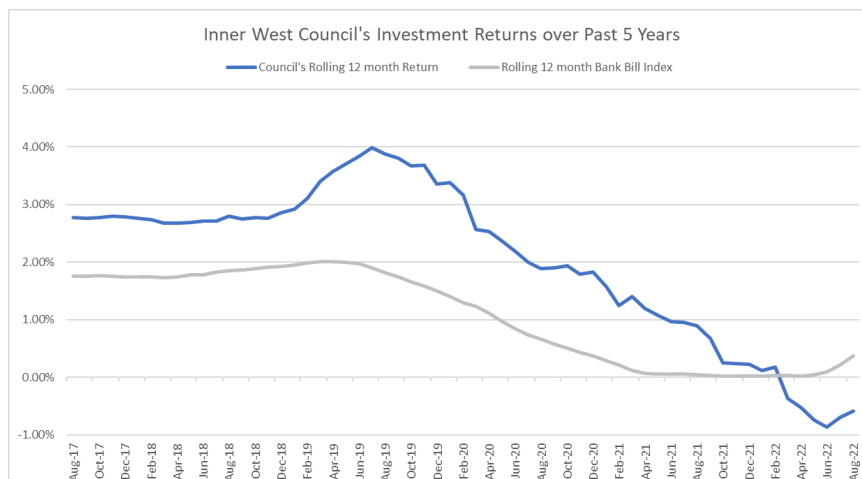
The upside to the rising trend in interest rates is that new TDs and bonds that Council invests in will be paying a much higher rate of interest than what has been available over the past couple of years. This is evident in the rising yield on the portfolio noted above.

During August, Council had \$64m across a range of 2 to 12 month term deposits mature which had an average weighted yield of 1.27%pa. Also, \$5m in Suncorp FRNs matured which had been paying a quarterly interest rate of 3mo BBSW + 0.97%pa. Reflecting the sharp increase in term deposit rates over the past several months, new investments totalling \$58.5m were invested in 2 and 10 month term deposits paying a weighted average of 2.95%pa.

Council's entire investment portfolio remains invested in non fossil fuel lending ADIs (50% of portfolio) and socially responsible investments (50% of portfolio).

Council's Socially Responsible Investments consist of Green Term Deposits from otherwise fossil fuel lending banks, such as CBA and Westpac and also long dated bond issues from a range of institutions and government agencies. These investments provide targeted funding to a wide range of green and socially responsible projects and initiatives. Council also utilises these investments to remain within the credit rating policy guidelines imposed by the NSW TCorp loan covenant requirements.

The performance chart below shows Council's rolling 12mo marked to market return versus benchmark over the past 5 years. Each data point is the 12mo return for the stated month end:



Council's investment performance has reflected the downward trend in interest rate markets over recent years accelerated by pandemic related interest rate cuts. With inflation pressures building, interest rates have increased sharply over the first half of 2022, causing negative marked-to-market returns on existing bonds and FRNs over the that period, however market rates are largely stabilising and the higher rates being received on new investments and FRN rate resets are flowing through to the rolling 12mo figure.

#### Domestic issues:

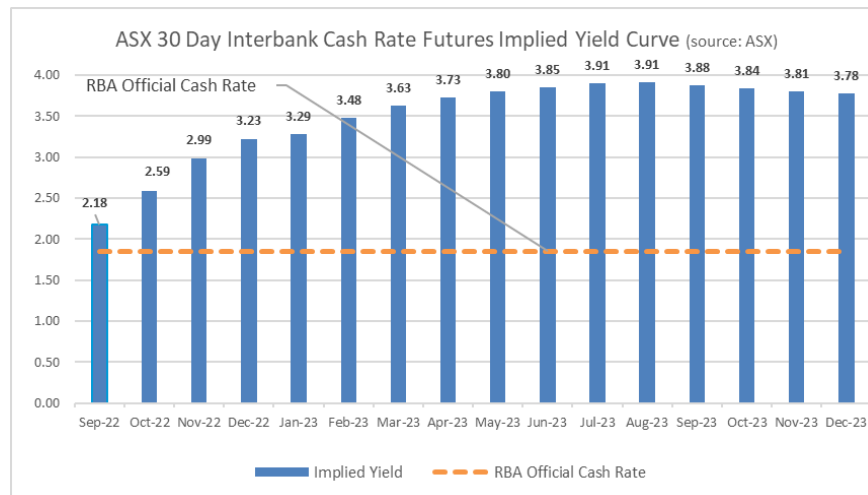
- Australia's unemployment rate has fallen to a new 38-year low of 3.4%. In July there were fewer unemployed (474,000 people) than there were job vacancies in May (480,000), which suggests the job market remains very tight for now.
- Economists expect domestic wages growth to go above 3% over the next year, which will still be well below the rise in wages growth already reached in the US and Europe, suggesting a wage-price inflation spiral is a far smaller risk in Australia, and the RBA will likely not have to raise rates as much as the US.
- Consumer confidence surveys showed another fall in August and are near levels associated with recession as cost of living pressures and higher rates impact borrowers. This implies slower growth in demand may be ahead, which will ultimately ease capacity pressures and inflation, but there remains a risk of the economy contracting sharper than expected leading to recession.

#### Interest rates

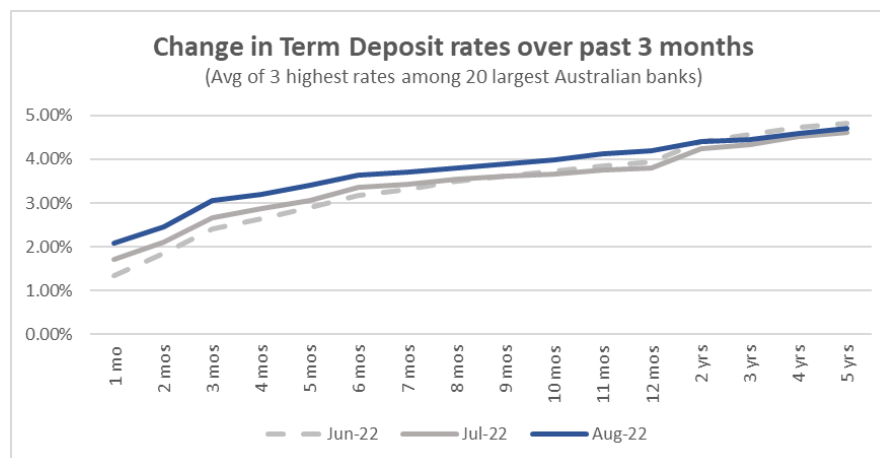
- The RBA hiked the official cash rate another 50 basis points, from 1.35% to 1.85% at its August meeting with the Board noting that inflation in Australia was at its highest level since the early 1990s, and at over 6%pa, well above the 2-3% target range.



- The market increased its cash rate expectation over the past month, pricing in a 3.85% cash rate by the end of the 2022/23 Financial Year, up from an expected 3.25% in July:



- In August, term deposit rates rose an average of 30 basis points across the 1-12 month range and 10 basis points across the 2-5 year area versus last month:





## Global issues:

- Inflation and recession risk remain the main issues for investment markets around the globe.
  - In the US, minutes from the last Federal Reserve meeting and various Fed speakers during the month foreshadowed more rate hikes ahead, aggressive if need be, to get inflation back to its 2-3% target range.
  - Further increases in inflation in the UK and Canada left both their central banks on track for more rate hikes.
  - Chinese economic data surprised on the downside and US data was mostly soft, further keeping recession risk high.
- Price pressures are showing some early signs of cooling, with global business surveys showing improving delivery times, declining order backlogs and falling price and cost pressures, along with a drop in oil and metal prices. This is expected to start to take pressure of central banks and at least allow a slowing of tightening over the next six months.
- Global share markets were mostly down in August as recession fears were revived at the end of the month. The aggressive stance coming from the US Federal Reserve on further rate hikes ahead led to late-month sell offs in shares globally. The US S&P 500 index fell over 4% for the month and European shares were down nearly 5%. Australian and Japanese share markets managed to record modest gains, despite losing ground in late-August, both rising 1.3%. The Mining/Materials (+4.5%) and Energy (+7.8%) sectors led the gainers domestically.

**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:** C1022(1) Item 19

**Subject:** 2021/22 ANNUAL DISCLOSURES OF INTEREST AND NEW DESIGNATED PERSONS DISCLOSURE OF INTEREST

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

**Authorised By:** Kelly Loveridge - Director Corporate

## RECOMMENDATION

**That Council note:**

- 1. The Annual Disclosures of Interest Returns for Councillors and Designated Persons for the return period 1 July 2021 to 30 June 2022; and**
- 2. The Disclosures of Interest of new Designated Persons.**

## DISCUSSION

Council's Code of Conduct requires Councillors and Designated Persons who are in positions identified by the General Manager as at 30 June 2021 to disclose any pecuniary interests in an annual return within three months of 30 June each year. These returns must be tabled at the first meeting of Council following the last day of lodgment, which was 30 September.

Additionally, two new designated persons commenced after 1 July 2022 and have also been included in this report.

In addition to being publicly available on request, these returns will be published on Council's website as soon as practicable. A general redaction of all private details such as addresses have been applied to all forms.

<b>Position</b>	<b>Incumbent</b>	<b>Date Received</b>
Deputy Mayor	Philippa Scott	13 July 2022
Councillor	Mathew Howard	13 July 2022
Councillor	Liz Atkins	14 July 2022
Councillor	Timothy Stephen	26 July 2022
Councillor	Pauline Lockie	17 August 2022
Councillor	Jessica D'Arienzo	23 August 2022
Councillor	Justine Langford	28 August 2022
Councillor	John Stamolis	29 August 2022
Councillor	Zoi Tsardoulis	30 August 2022
Councillor	Chloe Smith	30 August 2022
Councillor	Kobi Shetty	31 August 2022
Councillor	Mark Drury	31 August 2022
Councillor	Marghanita Da Cruz	19 September 2022
Councillor	Dylan Griffiths	19 September 2022
Mayor	Darcy Byrne	30 September 2022
<b>Senior Staff</b>		
General Manager	Peter Gainsford	30 September 2022
Director Community	Ruth Callaghan	14 July 2022
Acting Director Corporate	Beau-Jane De Costa	18 July 2022
Acting Director Planning	Graeme Palmer	19 July 2022
Director Infrastructure	Cathy Edward-Davis	19 July 2022

Director Planning	Simone Plumber	15 August 2022
Director Corporate	Peter Livanes	29 August 2022
General Counsel	Matthew Pearce	30 August 2022
Acting Director Infrastructure	Manod Wickramasinghe	30 August 2022
Chief Financial Officer	Daryl Jackson	05 September 2022

## **New Starters after 1 July 2022 (First Returns 2022-2023)**

<b>Position</b>	<b>Incumbent</b>	<b>Date Received</b>
Director Corporate	Kelly Loveridge	19 August 2022
Director Infrastructure	Ryann Midei	5 October 2022

## **FINANCIAL IMPLICATIONS**

There are no financial implications for the tabling of disclosures of interest.

## **ATTACHMENTS**

1. [1. Disclosures by councillors and designated persons form - Deputy Mayor Philippa Scott - 2021-22](#)
2. [2. Disclosures by councillors and designated persons form - Councillor Mat Howard - 2021-22](#)
3. [3. Disclosures by councillors and designated persons form - Councillor Liz Atkins - 2021-22](#)
4. [4. Disclosures by councillors and designated persons form - Councillor Timothy Stephens - 2021-22](#)
5. [5. Disclosures by councillors and designated persons form - Councillor Pauline Lockie - 2021-22](#)
6. [6. Disclosures by councillors and designated persons form - Councillor Jessica D'Arienzo - 2021-22](#)
7. [7. Disclosures by councillors and designated persons form - Councillor Justine Langford - 2021-22](#)
8. [8. Disclosures by councillors and designated persons form - Councillor John Stamolis - 2021-22](#)
9. [9. Disclosures by councillors and designated persons form - Councillor Zoi Tsardoulis - 2021-22](#)
10. [10. Disclosures by councillors and designated persons form - Councillor Chloe Smith - 2021-22](#)
11. [11. Disclosures by councillors and designated persons form - Councillor Kobi Shetty - 2021-22](#)
12. [12. Disclosures by councillors and designated persons form - Councillor Mark Drury - 2021-22](#)
13. [13. Disclosures by councillors and designated persons form - Councillor Marghanita Da Cruz - 2021-22](#)
14. [14. Disclosures by councillors and designated persons form - Councillor Dylan Griffiths - 2021-22](#)
15. [15. Disclosures by councillors and designated persons form - Mayor Darcy Byrne - 2021-22](#)
16. [16. Disclosures by councillors and designated persons form - Peter Gainsford - 2021-22](#)
17. [17. Disclosures by councillors and designated persons form - Ruth Callaghan - 2021-22](#)
18. [18. Disclosures by councillors and designated persons form - Beau-Jane De Costa - 2021-22](#)

- 19.** [↓](#) 19. Disclosures by councillors and designated persons form - Graeme Palmer - 2021-22
- 20.** [↓](#) 20. Disclosures by councillors and designated persons form - Cathy Edwards-Davis - 2021-22
- 21.** [↓](#) 21. Disclosures by councillors and designated persons form - Simone Plummer - 2021-22
- 22.** [↓](#) 22. Disclosures by councillors and designated persons form - Peter Livanes - 2021-22
- 23.** [↓](#) 23. Disclosures by councillors and designated persons form - Matthew Pearce - 2021-22
- 24.** [↓](#) 24. Disclosures by councillors and designated persons form - Manod Wickramasinghe - 2021-22
- 25.** [↓](#) 25. Disclosures by councillors and designated persons form - Daryl Jackson - 2021-22
- 26.** [↓](#) 26. Disclosures by councillors and designated persons form - Kelly Loveridge - 2022-2023
- 27.** [↓](#) 27. Disclosures by councillors and designated persons form - Ryann Midei - 2022-2023



## **DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS RETURN**

Disclosure of pecuniary interests and other matters by

Philippa Scott

as at 13/07/2022

In respect of the period from 1 July 2021 to 30 June 2022.

[Councillor's or Designated Person's signature]

A. Real Property		
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June.		Nature of interest
Residential address has been redacted as this is personal information		Freehold with mortgage
B. Sources of income		
1 Sources of income I reasonably expect to receive from an occupation in the period commencing on the first day after the return date and ending on the following 30 June		
Sources of income I received from an occupation at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
Senior Manager, Strategic Programs	UTS	N/A
Councillor	Inner West Council	N/A
2 Sources of income I reasonably expect to receive from a trust in the period commencing on the first day after the return date and ending on the following 30 June.		
Sources of income I received from a trust since 30 June		
Name and address of settlor		Name and address of trustee
N/A		

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3 Sources of other income I reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June  
Sources of other income I received at any time since 30 June  
*[Include description sufficient to identify the person from whom, or the circumstances in which, that income was received]*

N/A

**C. Gifts**  
Description of each gift I received at any time since 30 June      Name and address of donor

N/A

D. Contributions to travel		
Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
N/A		

E. Interests and positions in corporations			
Name and address of each corporation in which I had an interest or held a position at the return date/at any time since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
MetroAssist, Ltd.	Board member	Company Director	Metro Assist (formerly Metro Migrant Resource Centre) provides a range of community services including migrant settlement, family support and early intervention, financial support, tenancy services and community development. Our service area includes Ashfield, Bankstown, Burwood, Canada Bay, Canterbury, Marrickville and Strathfield Local Government Areas.

Leichhardt High School P&C Assoc Sydney Secondary College Leichhardt 210 Balmain Rd, Leichhardt NSW 2040	President	President of Parents and Citizens Association	The P&C is an association that brings parents, teachers, students and the community together. We welcome new and existing parents and are always keen to hear new ideas for activities, fundraising and programs to support the school
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**F. Were you a property developer or a close associate of a property developer on the return date? (Y/N)**

No.

**G. Positions in trade unions and professional or business associations**

Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at the return date/at any time since 30 June	Description of position
National Tertiary Education Institution (NTEU)	Member

**H. Debts**

Name and address of each person to whom I was liable to pay any debt at the return date/at any time since 30 June

Commonwealth Bank mortgage

**I. Dispositions of property**

1 Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time

N/A

2 Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property

N/A

**J. Discretionary disclosures**

N/A



## DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS RETURN

Disclosure of pecuniary interests and other matters by

MATHEW HOWARD

as at 13 JULY 2022

In respect of the period from 1 July 2021 to 30 June 2022.

[Councillor's or Designated Person's signature]

A. Real Property		
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June.		Nature of interest
Residential address has been redacted as this is personal information		Joint owner and tenant Joint owner and tenant
B. Sources of income		
1 Sources of income I reasonably expect to receive from an occupation in the period commencing on the first day after the return date and ending on the following 30 June		
Sources of income I received from an occupation at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
Legislative Assembly of NSW	Senior Electorate Officer, Member for Summer Hill,	N/A
Inner West Council	Councillor	N/A
2 Sources of income I reasonably expect to receive from a trust in the period commencing on the first day after the return date and ending on the following 30 June.		
Sources of income I received from a trust since 30 June		
Name and address of settlor		Name and address of trustee
N/A		

3 Sources of other income I reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June

Sources of other income I received at any time since 30 June  
[Include description sufficient to identify the person from whom, or the circumstances in which, that income was received]

N/A

## C. Gifts

Description of each gift I received at any time since 30 June      Name and address of donor

The Pollys Club, 62 Fanning St Tempe (2 tickets to community event)

Paint Marrickville Read, Beauchamp Street Marrickville (children's book- donated to library)

Nepal Art, Culture and Literature Academy of Australia NSW, address unknown, scarf, flowers and paper badge

## D. Contributions to travel

Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
N/A		

## E. Interests and positions in corporations

Name and address of each corporation in which I had an interest or held a position at the return date/at any time since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
N/A			

F. Were you a property developer or a close associate of a property developer on the return date? (Y/N)			
NO			
G. Positions in trade unions and professional or business associations			
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at the return date/at any time since 30 June		Description of position	
Public Service Association of NSW		Member	
H. Debts			
Name and address of each person to whom I was liable to pay any debt at the return date/at any time since 30 June			
N/A			
I. Dispositions of property			
1 Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time			
N/A			
2 Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property			
N/A			
J. Discretionary disclosures			
My spouse, (Name and address redacted as this is personal information), is an (a) employee of DHW Design and (b) Director of KIND Architecture, both of which are local architecture firms that routinely submit development applications and complying development applications to Inner West Council for assessment on behalf of clients. He and his colleagues are listed on these applications as designers/architects and not as applicants (who are typically the owner/client).			

## INNER WEST


### DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS RETURN

Disclosure of pecuniary interests and other matters by

Councillor Liz Atkins

as at 14 July 2022

In respect of the period from 1 July 2021 to 30 June 2022.

  
[Councillor's or Designated Person's signature]

A. Real Property		
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June.		Nature of interest
Residential address has been redacted as this is personal information		Owner, subject to mortgage
B. Sources of income		
1 Sources of income I reasonably expect to receive from an occupation in the period commencing on the first day after the return date and ending on the following 30 June		
Sources of income I received from an occupation at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
N/A		
2 Sources of income I reasonably expect to receive from a trust in the period commencing on the first day after the return date and ending on the following 30 June.		
Sources of income I received from a trust since 30 June		
Name and address of settlor	Name and address of trustee	

N/A

3 Sources of other income I reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June

Sources of other income I received at any time since 30 June  
[Include description sufficient to identify the person from whom, or the circumstances in which, that income was received]

Commonwealth Superannuation Scheme  
pensions

## C. Gifts

Description of each gift I received at any time since 30 June      Name and address of donor

Nil

## D. Contributions to travel

Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
N/A		

## E. Interests and positions in corporations

Name and address of each corporation in which I had an interest or held a position at the return date/at any time since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
N/A			

F. Were you a property developer or a close associate of a property developer on the return date? (Y/N)			
No			
G. Positions in trade unions and professional or business associations			
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at the return date/at any time since 30 June		Description of position	
N/A			
H. Debts			
Name and address of each person to whom I was liable to pay any debt at the return date/at any time since 30 June			
Nil			
I. Dispositions of property			
1 Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time			
N/A			
2 Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property			
N/A			
J. Discretionary disclosures			
Associate membership Petersham Bowling Club Member, Sydney Mardi Gras Member, Australian Unions Supporter Program			



## **DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS RETURN**

Disclosure of pecuniary interests and other matters by

TIMOTHY DAVID STEPHENS

as at 26 July 2022

In respect of the period from 1 July 2021 to 30 June 2022.

[Councillor's or Designated Person's signature]

A. Real Property		
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June.	Nature of interest	
<i>Residential address has been redacted as this is personal information.</i>	<i>Tenant in common (with my spouse, Anna-Maria Stephens).</i>	
<i>Residential address has been redacted as this is personal information</i>	<i>Joint owner (with my spouse Anna-Maria Stephens).</i>	
B. Sources of income		
1 Sources of income I reasonably expect to receive from an occupation in the period commencing on the first day after the return date and ending on the following 30 June		
Sources of income I received from an occupation at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
<i>Professor of Law, University of Sydney Law School</i>	<i>University of Sydney, Sydney NSW 2006.</i>	<i>N/A</i>

2 Sources of income I reasonably expect to receive from a trust in the period commencing on the first day after the return date and ending on the following 30 June.			
Sources of income I received from a trust since 30 June			
Name and address of settlor		Name and address of trustee	
N/A		N/A	
3 Sources of other income I reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June			
Sources of other income I received at any time since 30 June [Include description sufficient to identify the person from whom, or the circumstances in which, that income was received]			
Rental income in respect of: Residential address has been redacted as this is personal information.			
C. Gifts			
Description of each gift I received at any time since 30 June		Name and address of donor	
N/A			
D. Contributions to travel			
Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken	
N/A			
E. Interests and positions in corporations			
Name and address of each corporation in which I had an interest or held a position at the return date/at any time since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
N/A			

<b>F. Were you a property developer or a close associate of a property developer on the return date? (Y/N)</b>	
No	
<b>G. Positions in trade unions and professional or business associations</b>	
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at the return date/at any time since 30 June	Description of position
National Tertiary Education Union	Branch Committee Member, University of Sydney Branch (July 2021 to March 2022)
<b>H. Debts</b>	
Name and address of each person to whom I was liable to pay any debt at the return date/at any time since 30 June	
N/A	
<b>I. Dispositions of property</b>	
1 Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time	
N/A	
2 Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property	
N/A	
<b>J. Discretionary disclosures</b>	
N/A	



In respect of the period from 1 July 2021 to 30 June 2022.

[Councillor's or Designated Person's signature]

A. Real Property		
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June.	Nature of interest	
Residential address has been redacted as this is personal information	Freehold Freehold	
B. Sources of income		
1 Sources of income I reasonably expect to receive from an occupation in the period commencing on the first day after the return date and ending on the following 30 June		
Sources of income I received from an occupation at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
Councillor	Inner West Council,	N/A
Community Response and Engagement Manager, Office of the Lord Mayor	City of Sydney,	N/A

2 Sources of income I reasonably expect to receive from a trust in the period commencing on the first day after the return date and ending on the following 30 June.

Sources of income I received from a trust since 30 June

Name and address of settlor	Name and address of trustee
W O'Brien & P Lockie Pty Ltd	W O'Brien & P Lockie Pty Ltd

3 Sources of other income I reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June

Sources of other income I received at any time since 30 June

*[Include description sufficient to identify the person from whom, or the circumstances in which, that income was received]*

Rent: Residential address has been redacted as this is personal information 50% share

## C. Gifts

Description of each gift I received at any time since 30 June Name and address of donor

N/A

## D. Contributions to travel

Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
N/A		

## E. Interests and positions in corporations

Name and address of each corporation in which I had an interest or held a position at the return date/at any time since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
NYD Communications Pty Ltd	Sole shareholder	Director	

<b>F. Were you a property developer or a close associate of a property developer on the return date? (Y/N)</b>	
No	
<b>G. Positions in trade unions and professional or business associations</b>	
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at the return date/at any time since 30 June	Description of position
N/A	
<b>H. Debts</b>	
Name and address of each person to whom I was liable to pay any debt at the return date/at any time since 30 June	
N/A	
<b>I. Dispositions of property</b>	
1 Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time	
N/A	
2 Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property	
N/A	
<b>J. Discretionary disclosures</b>	
N/A	



## **DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS RETURN**

Disclosure of pecuniary interests and other matters by

**Jessica Lea D'Arienzo**

as at **23 August 2022**

In respect of the period from 1 July 2021 to 30 June 2022.

*[Councillor's or Designated Person's signature]*

A. Real Property		
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June.		Nature of interest
<i>Residential address has been redacted as this is personal information</i>		<i>Strata Title, Tenants in common</i>
<i>Residential address has been redacted as this is personal information</i>		<i>Freehold Title, Guarantor</i>
B. Sources of income		
1 Sources of income I reasonably expect to receive from an occupation in the period commencing on the first day after the return date and ending on the following 30 June		
Sources of income I received from an occupation at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
<i>Industrial Officer</i>	<i>Australian Nursing &amp; Midwifery Federation (NSW Branch)</i>	<i>n/a</i>
<i>Research Assistant/Secretary</i>	<i>NSW Parliament, Anthony D'Adam, Member of NSW Legislative Council</i>	<i>n/a</i>

2 Sources of income I reasonably expect to receive from a trust in the period commencing on the first day after the return date and ending on the following 30 June.

Sources of income I received from a trust since 30 June

Name and address of settlor	Name and address of trustee
n/a	n/a

3 Sources of other income I reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June

Sources of other income I received at any time since 30 June

[Include description sufficient to identify the person from whom, or the circumstances in which, that income was received]

n/a	
-----	--

## C. Gifts

Description of each gift I received at any time since 30 June

Name and address of donor
n/a

## D. Contributions to travel

Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
n/a	n/a	n/a

## E. Interests and positions in corporations

Name and address of each corporation in which I had an interest or held a position at the return date/at any time since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
Rosebank College Limited by Guarantee per the Corporations Act and Not for Profit per the ACNC Act 1A Harris Road, Five Dock, NSW	Alumni	Voluntary, non-remunerated Board Director	Rosebank College, a Good Samaritan High School is beneficial to the community and is governed

			according to its Constitution.
<b>F. Were you a property developer or a close associate of a property developer on the return date? (Y/N)</b>			
N			
<b>G. Positions in trade unions and professional or business associations</b>			
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at the return date/at any time since 30 June		Description of position	
Australian Nursing & Midwifery Federation (NSW Branch)		Employee, Industrial Officer	
Public Service Association of NSW		Member	
United Services Union (NSW Branch)		Member	
<b>H. Debts</b>			
Name and address of each person to whom I was liable to pay any debt at the return date/at any time since 30 June			
n/a			
<b>I. Dispositions of property</b>			
1 Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time			
n/a			
2 Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property			
n/a			
<b>J. Discretionary disclosures</b>			
n/a			



## **DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS RETURN**

Disclosure of pecuniary interests and other matters by

Clr Justine Langford \_\_\_\_\_

as at 28/08/22

In Respect of the period from 1 July 2021 to 30 June 2022.

*Councillor's or Designated Person's signature*

A. Real Property		
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June.		Nature of interest
Residential address has been redacted as this is personal information		Residential
B. Sources of income		
1 Sources of income I reasonably expect to receive from an occupation in the period commencing on the first day after the return date and ending on the following 30 June		
Sources of income I received from an occupation at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
Digital Producer	Australian Broadcasting Corporation,	N.A.
2 Sources of income I reasonably expect to receive from a trust in the period commencing on the first day after the return date and ending on the following 30 June.		
Sources of income I received from a trust since 30 June		
Name and address of settlor		Name and address of trustee
Nil		Nil

3 Sources of other income I reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June

Sources of other income I received at any time since 30 June  
[Include description sufficient to identify the person from whom, or the circumstances in which, that income was received]

Rent derived from secondary dwelling at residential address

## C. Gifts

Description of each gift I received at any time since 30 June      Name and address of donor

Nil

## D. Contributions to travel

Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
Nil	Nil	Nil

## E. Interests and positions in corporations

Name and address of each corporation in which I had an interest or held a position at the return date/at any time since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
Nil	Nil	Nil	Nil

F. Were you a property developer or a close associate of a property developer on the return date? (Y/N)			
N			
G. Positions in trade unions and professional or business associations			
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at the return date/at any time since 30 June		Description of position	
Commonwealth & Public Sector Union (CPSU)		Section Councillor, delegate	
H. Debts			
Name and address of each person to whom I was liable to pay any debt at the return date/at any time since 30 June			
N.A.			
I. Dispositions of property			
1 Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time			
Nil			
2 Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property			
Nil			
J. Discretionary disclosures			
Marrickville Golf Club, social member Wolli Creek Preservation Society, member Cooks River Valley Association, member Concordia Club, member River Canoe Club, member			

## INNER WEST

### DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS RETURN

Disclosure of pecuniary interests and other matters by

JOHN STANCLIS

as at BALMAIN

In respect of the period from 1 July 2021 to 30 June 2022

\_\_\_\_\_  
Councillor's or Designated Person's Signature

A. Real Property		
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June.	Nature of interest	
Residential address has been redacted as this is personal information	HOME	
B. Sources of income		
1 Sources of income I reasonably expect to receive from an occupation in the period commencing on the first day after the return date and ending on the following 30 June		
Sources of income I received from an occupation at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
Commonwealth Super		N/A
Inner West Council		N/A
2 Sources of income I reasonably expect to receive from a trust in the period commencing on the first day after the return date and ending on the following 30 June.		
Sources of income I received from a trust since 30 June		
Name and address of settlor	Name and address of trustee	

F. Were you a property developer or a close associate of a property developer on the return date? (Y/N)			
N			
G. Positions in trade unions and professional or business associations			
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at the return date/at any time since 30 June		Description of position	
N/A			
H. Debts			
Name and address of each person to whom I was liable to pay any debt at the return date/at any time since 30 June			
COMMONWEALTH BANK (HOME LOAN)			
I. Dispositions of property			
1 Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time			
NIL			
2 Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property			
NIL			
J. Discretionary disclosures			
OWNERSHIP OF SMALL PORTFOLIO OF SHARES ON ASX, WIFE (TRACEY) WORKS AT WESLEY MISSION, WHO AT TIMES, SPONSOR SOCIAL PROGRAMS WHICH IWC IS INVOLVED. NOTE THAT WESLEY ARE 'NOT FOR PROFIT'.			

3 Sources of other income I reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June  
Sources of other income I received at any time since 30 June  
[Include description sufficient to identify the person from whom, or the circumstances in which, that income was received]

COMMONWEALTH SUPERANNUATION SCHEME (CSS)

## C. Gifts

Description of each gift I received at any time since 30 June Name and address of donor

N/A

## D. Contributions to travel

Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
N/A		

## E. Interests and positions in corporations

Name and address of each corporation in which I had an interest or held a position at the return date/at any time since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
N/A			

## INNER WEST

### DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS RETURN

Disclosure of pecuniary interests and other matters by

Zoi Tsardoulis

as at 30/8/2022

In respect of the period from 1 July 2021 to 30 June 2022.

[Councillor's or Designated Person's signature]

<b>A. Real Property</b>		
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June.		Nature of interest
Residential address has been redacted as this is personal information		Joint Owner
<b>B. Sources of income</b>		
1 Sources of income I reasonably expect to receive from an occupation in the period commencing on the first day after the return date and ending on the following 30 June		
Sources of income I received from an occupation at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
Administration Assistant	This address has been redacted as this is personal information	
2 Sources of income I reasonably expect to receive from a trust in the period commencing on the first day after the return date and ending on the following 30 June.		
Sources of income I received from a trust since 30 June		
Name and address of settlor		Name and address of trustee
N/A		

3 Sources of other income I reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June  
Sources of other income I received at any time since 30 June  
*[Include description sufficient to identify the person from whom, or the circumstances in which, that income was received]*

Commonwealth Government Payments.

## C. Gifts

Description of each gift I received at any time since 30 June      Name and address of donor

N/A

## D. Contributions to travel

Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
N/A		

## E. Interests and positions in corporations

Name and address of each corporation in which I had an interest or held a position at the return date/at any time since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
N/A			

F. Were you a property developer or a close associate of a property developer on the return date? (Y/N)

N

G. Positions in trade unions and professional or business associations

Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at the return date/at any time since 30 June	Description of position
---	-------------------------

N/A

H. Debts

Name and address of each person to whom I was liable to pay any debt at the return date/at any time since 30 June

N/A

I. Dispositions of property

1 Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time

N/A

2 Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property

N/A

J. Discretionary disclosures

I am on the non-residential roll having been nominated as the elector by the owner of rateable land.

## INNER WEST

### DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS RETURN

Disclosure of pecuniary interests and other matters by

*Chloe Smith*

as at 30 June 2022

In respect of the period from 1 July 2021 to 30 June 2022.



[Councillor's or Designated Person's signature]

<b>A. Real Property</b>		
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June.		Nature of interest
Residential address has been redacted as this is personal information		Tenant
		Tenant to 21/04/22
<b>B. Sources of income</b>		
1 Sources of income I reasonably expect to receive from an occupation in the period commencing on the first day after the return date and ending on the following 30 June		
Sources of income I received from an occupation at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
Advisor	Parliament of NSW	N/A
2 Sources of income I reasonably expect to receive from a trust in the period commencing on the first day after the return date and ending on the following 30 June.		
Sources of income I received from a trust since 30 June		
Name and address of settlor		Name and address of trustee
N/A		N/A

held any position (whether remunerated or not) at the return date/at any time since 30 June	
Australian Manufacturing Workers Union	Member
Public Service Association NSW	Member
<b>H. Debts</b>	
Name and address of each person to whom I was liable to pay any debt at the return date/at any time since 30 June	
N/A	
<b>I. Dispositions of property</b>	
1 Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time	
N/A	
2 Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property	
N/A	
<b>J. Discretionary disclosures</b>	
<p><del>N/A</del> My de facto partner works at Transport for NSW as a national vehicle policy advisor.</p>	

## INNER WEST

### DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS RETURN

Disclosure of pecuniary interests and other matters by

Kobi Shetty

as at 29/8/2022

In respect of the period from 1 July 2021 to 30 June 2022.

[Councillor's or Designated Person's signature]

<b>A. Real Property</b>		
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June.		Nature of interest
Residential address has been redacted as this is personal information		residential freehold residential freehold
<b>B. Sources of income</b>		
1 Sources of income I reasonably expect to receive from an occupation in the period commencing on the first day after the return date and ending on the following 30 June		
Sources of income I received from an occupation at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
2 Sources of income I reasonably expect to receive from a trust in the period commencing on the first day after the return date and ending on the following 30 June.		
Sources of income I received from a trust since 30 June		
Name and address of settlor		Name and address of trustee

3 Sources of other income I reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June

Sources of other income I received at any time since 30 June  
[Include description sufficient to identify the person from whom, or the circumstances in which, that income was received]

## C. Gifts

Description of each gift I received at any time since 30 June      Name and address of donor

## D. Contributions to travel

Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken

## E. Interests and positions in corporations

Name and address of each corporation in which I had an interest or held a position at the return date/at any time since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)

F. Were you a property developer or a close associate of a property developer on the return date? (Y/N)			
N			
G. Positions in trade unions and professional or business associations			
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at the return date/at any time since 30 June		Description of position	
H. Debts			
Name and address of each person to whom I was liable to pay any debt at the return date/at any time since 30 June			
HELP <del>program</del> (Higher education Loan Program) owed.			
I. Dispositions of property			
1 Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time			
Residential address has been redacted as this is personal information			
2 Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property			
PROPERTY WAS SOLD IN <del>FEB</del> <sup>APRIL 15</sup> 2022. IT WAS OUR PRINCIPAL RESIDENCE UNTIL THEN.			
J. Discretionary disclosures			

## INNER WEST

### DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS RETURN

Disclosure of pecuniary interests and other matters by

Mark Drury

as at 30/8/22

In respect of the period from 1 July 2021 to 30 June 2022.

[Councillor's or Designated Person's signature]

A. Real Property		
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June.		Nature of interest
Residential address has been redacted as this is personal information		1/2 OWNERSHIP 1/2 OWNERSHIP
B. Sources of income		
1 Sources of income I reasonably expect to receive from an occupation in the period commencing on the first day after the return date and ending on the following 30 June		
Sources of income I received from an occupation at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
SOCIAL WORKER	DCJ	

2 Sources of income I reasonably expect to receive from a trust in the period commencing on the first day after the return date and ending on the following 30 June.

Sources of income I received from a trust since 30 June

Name and address of settlor	Name and address of trustee
NIL	

3 Sources of other income I reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June

Sources of other income I received at any time since 30 June

*[Include description sufficient to identify the person from whom, or the circumstances in which, that income was received]*

NIL

## C. Gifts

Description of each gift I received at any time since 30 June      Name and address of donor

NIL

## D. Contributions to travel

Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
NIL		

E. Interests and positions in corporations			
Name and address of each corporation in which I had an interest or held a position at the return date/at any time since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
NIL			

F. Were you a property developer or a close associate of a property developer on the return date? (Y/N)
NIL

G. Positions in trade unions and professional or business associations	
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at the return date/at any time since 30 June	Description of position
NIL	

H. Debts
Name and address of each person to whom I was liable to pay any debt at the return date/at any time since 30 June
NIL

I. Dispositions of property
1 Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time
NIL

2 Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property

NIL

## J. Discretionary disclosures

NIL

## INNER WEST

### **DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS RETURN**

Disclosure of pecuniary interests and other matters by  
**Anna Natasha Marghanita da Cruz**

as at **11 August 2022**

In respect of the period from **1 July 2021 to 30 June 2022.**

*[Councillor's or Designated Person's signature]*

<b>A. Real Property</b>		
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June.		Nature of interest
Residential address has been redacted as this is personal information		100% Owner strata lot of freehold, principal place of residence,
<b>B. Sources of income</b>		
1 Sources of income I reasonably expect to receive from an occupation in the period commencing on the first day after the return date and ending on the following 30 June Sources of income I received from an occupation at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
ICT CONSULTANT, Author/Publisher & SOLE DIRECTOR	Ramin Communications Pty Ltd	
2 Sources of income I reasonably expect to receive from a trust in the period commencing on the first day after the return date and ending on the following 30 June. Sources of income I received from a trust since 30 June		
Name and address of settlor	Name and address of trustee	
Australian Ethical Managed Investment Trust Fund	Australian Ethical Investment Ltd	
3 Sources of other income I reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June Sources of other income I received at any time since 30 June <i>[Include description sufficient to identify the person from whom, or the circumstances in which, that income was received]</i>		
Dividends from Shares in ASX Listed CPU		

*MelC*  
*11/8/2022*

<b>(Computershare Ltd), TLS(telstra Ltd), MPL(Medibank Private Ltd), HIL (hills Ltd)</b>			
<b>Councillor Fee</b>		<b>\$31,640</b>	
<b>C. Gifts</b>			
Description of each gift I received at any time since 30 June		Name and address of donor	
Nil		Nil	
<b>D. Contributions to travel</b>			
Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken	
Nil			
<b>E. Interests and positions in corporations</b>			
Name and address of each corporation in which I had an interest or held a position at the return date/at any time since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
<b>Ramin Communications Pty Ltd</b>	<b>100% ownership</b>	<b>Sole Director</b>	<b>ICT Consulting, Website Publishing, Book Publishing and Distribution</b>
<b>F. Were you a property developer or a close associate of a property developer on the return date? (Y/N)</b>			
<b>No</b>			
<b>G. Positions in trade unions and professional or business associations</b>			
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at the return date/at any time since 30 June	Description of position		
Nil			
<b>H. Debts</b>			
Name and address of each person to whom I was liable to pay any debt at the return date/at any time since 30 June			
Nil			
<b>I. Dispositions of property</b>			
1 Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time			
Nil			
2 Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property			
Nil			
<b>J. Discretionary disclosures</b>			
<b>Member of the Greens NSW</b>			

Mac 11/8/2022

## INNER WEST

### DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS RETURN

Disclosure of pecuniary interests and other matters by

Dylan Griffiths

as at 19/09/2022

In respect of the period from 1 July 2021 to 30 June 2022.

[Councillor's or Designated Person's signature]

<b>A. Real Property</b>		
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June.		Nature of interest
Residential address has been redacted as this is personal information		Residential tenancy
<b>B. Sources of income</b>		
1 Sources of income I reasonably expect to receive from an occupation in the period commencing on the first day after the return date and ending on the following 30 June		
Sources of income I received from an occupation at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
Administrator	The University of Sydney	
2 Sources of income I reasonably expect to receive from a trust in the period commencing on the first day after the return date and ending on the following 30 June.		
Sources of income I received from a trust since 30 June		
Name and address of settlor		Name and address of trustee
N/A		

3 Sources of other income I reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June

Sources of other income I received at any time since 30 June

*[Include description sufficient to identify the person from whom, or the circumstances in which, that income was received]*

## C. Gifts

Description of each gift I received at any time since 30 June      Name and address of donor

N/A

## D. Contributions to travel

Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
N/A		

## E. Interests and positions in corporations

Name and address of each corporation in which I had an interest or held a position at the return date/at any time since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
Sydney Coastal Councils Group	Board	Board member	

N/A			
F. Were you a property developer or a close associate of a property developer on the return date? (Y/N)			
NO			
G. Positions in trade unions and professional or business associations			
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at the return date/at any time since 30 June		Description of position	
National Tertiary Education Union		Member, Branch Committee and National Council Delegate.	
H. Debts			
Name and address of each person to whom I was liable to pay any debt at the return date/at any time since 30 June			
N/A			
I. Dispositions of property			
1 Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time			
I have no property.			
2 Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property			
N/A			
J. Discretionary disclosures			
Member, Ashfield Bowling Club. Member, SEARCH Foundation. Member, Tenants Union			

## INNER WEST

### **DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS RETURN**

Disclosure of pecuniary interests and other matters by

as at 29 September 2022 *Darcy Byrne*

In respect of the period from 1 July 2021 to 30 June 2022.

[Councillor's or Designated Person's signature]

A. Real Property		
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June.		Nature of interest
Residential address has been redacted as this is personal information		50% ownership 100% ownership (Kearney)
B. Sources of income		
1 Sources of income I reasonably expect to receive from an occupation in the period commencing on the first day after the return date and ending on the following 30 June		
Sources of income I received from an occupation at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
N/A		
2 Sources of income I reasonably expect to receive from a trust in the period commencing on the first day after the return date and ending on the following 30 June.		
Sources of income I received from a trust since 30 June		
Name and address of settlor		Name and address of trustee
Nil		

*29/9/22*

3 Sources of other income I reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June

Sources of other income I received at any time since 30 June  
[Include description sufficient to identify the person from whom, or the circumstances in which, that income was received]

Nil

## C. Gifts

Description of each gift I received at any time since 30 June      Name and address of donor

Nil

## D. Contributions to travel

Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
Nil		

## E. Interests and positions in corporations

Name and address of each corporation in which I had an interest or held a position at the return date/at any time since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
Nil			

F. Were you a property developer or a close associate of a property developer on the return date? (Y/N)			
No			
G. Positions in trade unions and professional or business associations			
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at the return date/at any time since 30 June		Description of position	
H. Debts			
Name and address of each person to whom I was liable to pay any debt at the return date/at any time since 30 June			
Inner West Council (see addendum attached)			
I. Dispositions of property			
1 Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time			
Nil			
2 Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property			
Nil			
J. Discretionary disclosures			
See addendum attached.			

A redaction of applicable information to the below addendum has been undertaken by Council officers.

## Addendum to declaration of pecuniary interests for Darcy Byrne

*Name and address of each person to whom I was liable to pay any debts at the return date/at any time since 30 June*

Inner West Council, 260 Liverpool Road Ashfield NSW 2131, PO Box 14 Petersham, NSW, 2049

## Statement regarding failure to declare debt on previous return of interest

On 21 August 2021, I completed the returns of interests form for the period 30 June 2020 to 30 June 2021. In that return I disclosed my interest in (Residential address has been redacted as this is personal information) **(the property)**, but I did not disclose that I had a debt to Inner West Council. At that time, there was a rates debt on that property of \$ . That debt, owed to Inner West Council was made up of \$ that had accrued in the name of my late mother, plus a quarterly instalment of \$ due on 31 August 2021.

Unknown to me, I had become liable for the rates debt on 2 December 2020 when the "Notice of Transfer Report for a Rating Authority" **(the transfer notice)** was sent to Inner West Council. The transfer notice is issued by Land Registry Services to a council to notify of a change of ownership in land.

## History of the debt

On 29 July 2017, my mother, (Name and Residential address has been redacted as this is personal information) died. That property has remain unoccupied ever since.

My mother's estate was handled by John Miskell, of J P Miskell & Associates. This firm no longer exists after Mr Miskell sold his business to David Marocchi. (Mr Marocchi died on 25 September 2021).

Whilst my mother died in July 2017, it was not until 28 June 2018 that a probate notice for the administration of my mother's estate was published. This delay is symptomatic of the delays that I was experiencing in dealing with Miskell & Associates.

On 2 December 2020, the transfer notice was issued to Inner West Council. The transfer notice shows that the ownership of the property was transferred into my name on 11 September 2018. I was not informed by my solicitor that this had happened.

Miskell & Associates was then sold to Mr Marocchi who took over the administration of my mother's estate.

On 9 March 2021, I spoke to Mr Marocchi and asked him about when the deeds to the property would be transferred to me. Mr Marocchi did not inform me that the title transfer of the property had taken place.

The next day, on 10 March 2021, I wrote to the Inner West Council General Manager informing him of my conversation with Mr Marocchi and that I was

still not in possession of the deeds to the property.

I have continued since then to seek to obtain the deeds and all related documentation from the current owner of the Mr Marocchi's practice, including having engaged a separate lawyer to make representations. I am still not in possession of these documents. The house remains unoccupied.

When Inner West Council received the notice of transfer on 2 December 2020, it issued the rates notices in my name to (Residential address has been redacted as this is personal information), which was unoccupied. As such these rates notices were not received by me and I was not aware that they had been issued to me.

On 3 February 2022, Peter Gainsford, the General Manager of Inner West Council sent me a copy of the most recent rates notice. This was the first time I had seen a rates notice for the property.

Mr Gainsford advised me that I needed to enter a repayment arrangement with the Council to commence paying the rates debt and to pay the outstanding rates and interest once the property was sold. That arrangement is in place, and with the property selling on in September 2022, I will pay the total amount due when the property settlement occurs on 20 October 2022.

In my mind, the debt was a debt of my mother's estate, and it did not occur to me to disclose the debt in the returns of interest.

It also did not occur to me that a rates debt needed to be declared as I had it in mind that my interest as a ratepayer or a person liable to pay a charge does not have to be disclosed as a pecuniary interest under the Code of Conduct.



## **DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS RETURN**

Disclosure of pecuniary interests and other matters by

Peter Gainsford

as at 30/09/22

In respect of the period from 1 July 2021 to 30 June 2022.

[Councillor's Designated Person's signature]

A. Real Property		
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June.		Nature of interest
Residential address has been redacted as this is personal information		Owner Owner
B. Sources of income		
1 Sources of income I reasonably expect to receive from an occupation in the period commencing on the first day after the return date and ending on the following 30 June		
Sources of income I received from an occupation at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
General Manager	Inner West Council	

2 Sources of income I reasonably expect to receive from a trust in the period commencing on the first day after the return date and ending on the following 30 June.

Sources of income I received from a trust since 30 June

Name and address of settlor	Name and address of trustee
Nil	

3 Sources of other income I reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June

Sources of other income I received at any time since 30 June

*[Include description sufficient to identify the person from whom, or the circumstances in which, that income was received]*

Rental Income for: Residential address has been redacted as this is personal information

Description of each gift I received at any time since 30 June      Name and address of donor

Nil

#### D. Contributions to travel

Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
Nil		

#### E. Interests and positions in corporations

Name and address of each corporation in which I had an interest or held a position at the return date/at any time since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
Nil			

<b>F. Were you a property developer or a close associate of a property developer on the return date? (Y/N)</b>	
No	
<b>G. Positions in trade unions and professional or business associations</b>	
<b>Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at the return date/at any time since 30 June</b>	<b>Description of position</b>
St Patrick's College Strathfield Advisory Council	Council Member
<b>H. Debts</b>	
<b>Name and address of each person to whom I was liable to pay any debt at the return date/at any time since 30 June</b>	
St George Bank	
<b>I. Dispositions of property</b>	
<b>1 Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time</b>	
Nil	
<b>2 Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property</b>	
Nil	
<b>J. Discretionary disclosures</b>	
Nil	

## INNER WEST

### DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS RETURN

Disclosure of pecuniary interests and other matters by

RUTH BRONWYN CALLAGHAN

as at 14/7/22

In respect of the period from 1 July 2021 to 30 June 2022.

[Councillor's or Designated Person's signature]

A Real Property		
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June.		Nature of interest
Residential address has been redacted as this is personal information		OWNER/ MORTGAGE
B. Sources of income		
1 Sources of income I reasonably expect to receive from an occupation in the period commencing on the first day after the return date and ending on the following 30 June		
Sources of income I received from an occupation at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
DIRECTOR COMMUNITY INNER WEST COUNCIL		N/A
2 Sources of income I reasonably expect to receive from a trust in the period commencing on the first day after the return date and ending on the following 30 June.		
Sources of income I received from a trust since 30 June		
Name and address of settlor		Name and address of trustee
N/A		

3 Sources of other income I reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June

Sources of other income I received at any time since 30 June  
[Include description sufficient to identify the person from whom, or the circumstances in which, that income was received]

## C. Gifts

Description of each gift I received at any time since 30 June      Name and address of donor

N/A

## D. Contributions to travel

Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
N/A		

## E. Interests and positions in corporations

Name and address of each corporation in which I had an interest or held a position at the return date/at any time since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
N/A			

F. Were you a property developer or a close associate of a property developer on the return date? (Y/N)			
G. Positions in trade unions and professional or business associations			
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at the return date/at any time since 30 June		Description of position	
N/A			
H. Debts			
Name and address of each person to whom I was liable to pay any debt at the return date/at any time since 30 June			
TEACHERS MUTUAL BANK (MORTGAGE OVER )			
I. Dispositions of property			
1 Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time			
N/A			
2 Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property			
N/A.			
J. Discretionary disclosures			
N/A			



## **DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS RETURN**

Disclosure of pecuniary interests and other matters by

Beau-Jane De Costa

as at 18/07/2022

In respect of the period from 1 July 2021 to 30 June 2022.

*[Councillor's or Designated Person's signature]*

A. Real Property		
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June.		Nature of interest
Residential address has been redacted as this is personal information		Owner
Residential address has been redacted as this is personal information		Lessee
B. Sources of income		
1 Sources of income I reasonably expect to receive from an occupation in the period commencing on the first day after the return date and ending on the following 30 June		
Sources of income I received from an occupation at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
Acting Director Corporate	Inner West Council	Not applicable
2 Sources of income I reasonably expect to receive from a trust in the period commencing on the first day after the return date and ending on the following 30 June.		
Sources of income I received from a trust since 30 June		
Name and address of settlor		Name and address of trustee
Nil		

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3 Sources of other income I reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June

Sources of other income I received at any time since 30 June  
[Include description sufficient to identify the person from whom, or the circumstances in which, that income was received]

Nil

## C. Gifts

Description of each gift I received at any time since 30 June	Name and address of donor
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Nil

## D. Contributions to travel

Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
Nil		

## E. Interests and positions in corporations

Name and address of each corporation in which I had an interest or held a position at the return date/at any time since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
Nil			

<b>F. Were you a property developer or a close associate of a property developer on the return date? (Y/N)</b>			
No			
<b>G. Positions in trade unions and professional or business associations</b>			
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at the return date/at any time since 30 June		Description of position	
Nil			
<b>H. Debts</b>			
Name and address of each person to whom I was liable to pay any debt at the return date/at any time since 30 June			
Nil			
<b>I. Dispositions of property</b>			
1 Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time			
Nil			
2 Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property			
Nil			
<b>J. Discretionary disclosures</b>			
Nil			



## **DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS RETURN**

Disclosure of pecuniary interests and other matters by Graeme Palmer

as at 19 July 2022.

In respect of the period from 1 July 2021 to 30 June 2022.

*[Councillor's or Designated Person's signature]*

A. Real Property		
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June.		Nature of interest
Residential address has been redacted as this is personal information		Leased as place of residence.
B. Sources of income		
1 Sources of income I reasonably expect to receive from an occupation in the period commencing on the first day after the return date and ending on the following 30 June		
Sources of income I received from an occupation at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
Senior Manager Regulatory Services	Inner West Council	

2 Sources of income I reasonably expect to receive from a trust in the period commencing on the first day after the return date and ending on the following 30 June.

Sources of income I received from a trust since 30 June

Name and address of settlor	Name and address of trustee
NIL	

3 Sources of other income I reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June

Sources of other income I received at any time since 30 June

*[Include description sufficient to identify the person from whom, or the circumstances in which, that income was received]*

NIL

## C. Gifts

Description of each gift I received at any time since 30 June      Name and address of donor

NIL

## D. Contributions to travel

Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
NIL		

## E. Interests and positions in corporations

Name and address of each corporation in which I had an interest or held a position at the	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of
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return date/at any time since 30 June			corporation (except in case of listed company)
NIL			
<b>F. Were you a property developer or a close associate of a property developer on the return date? (Y/N)</b>			
N			
<b>G. Positions in trade unions and professional or business associations</b>			
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at the return date/at any time since 30 June		Description of position	
NIL			
<b>H. Debts</b>			
Name and address of each person to whom I was liable to pay any debt at the return date/at any time since 30 June			
NIL			
<b>I. Dispositions of property</b>			
1 Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time			
NIL			
2 Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property			
NIL			

J. Discretionary disclosures
NIL



## **DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS RETURN**

Disclosure of pecuniary interests and other matters by

Cathy Edwards-Davis

as at 19 July 2022

In respect of the period from 1 July 2021 to 30 June 2022.

*[Councillor's or Designated Person's signature]*

<b>A. Real Property</b>		
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June.		Nature of interest
Residential address has been redacted as this is personal information		Owner (residential property)
Residential address has been redacted as this is personal information		Owner
Residential address has been redacted as this is personal information		Owner
<b>B. Sources of income</b>		
1 Sources of income I reasonably expect to receive from an occupation in the period commencing on the first day after the return date and ending on the following 30 June		
Sources of income I received from an occupation at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
Director Infrastructure	Inner West Council	NIL
2 Sources of income I reasonably expect to receive from a trust in the period commencing on the first day after the return date and ending on the following 30 June.		
Sources of income I received from a trust since 30 June		
Name and address of settlor		Name and address of trustee
NIL		

<b>3 Sources of other income I reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June</b> <b>Sources of other income I received at any time since 30 June</b> <i>[Include description sufficient to identify the person from whom, or the circumstances in which, that income was received]</i>			
Residential address has been redacted as this is personal information			
Residential address has been redacted as this is personal information			
<b>C. Gifts</b>			
Description of each gift I received at any time since 30 June		Name and address of donor	
NIL			
<b>D. Contributions to travel</b>			
Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken	
NIL			
<b>E. Interests and positions in corporations</b>			
Name and address of each corporation in which I had an interest or held a position at the return date/at any time since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
NIL			
<b>F. Were you a property developer or a close associate of a property developer on the return date? (Y/N)</b>			
No			
<b>G. Positions in trade unions and professional or business associations</b>			
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at the return date/at any time since 30 June		Description of position	
NIL			
<b>H. Debts</b>			
Name and address of each person to whom I was liable to pay any debt at the return date/at any time since 30 June			
Commonwealth Bank of Australia, 423 George Street, Sydney NSW 2000			

<b>I. Dispositions of property</b>
1 Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time
NIL
2 Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property
NIL
<b>J. Discretionary disclosures</b>
NIL

## INNER WEST

### DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS RETURN

Disclosure of pecuniary interests and other matters by

SIMONE PLUMMER

as at 12 AUGUST 2022

In respect for the period from 1 July 2021 to 30 June 2022

[Councillor's or Designated Person's signature]

A. Real Property		
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June.		Nature of interest
Residential address has been redacted as this is personal information		MORTGAGE
B. Sources of income		
1 Sources of income I reasonably expect to receive from an occupation in the period commencing on the first day after the return date and ending on the following 30 June		
Sources of income I received from an occupation at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
DIRECTOR PLANNING	INNER WEST COUNCIL	/
2 Sources of income I reasonably expect to receive from a trust in the period commencing on the first day after the return date and ending on the following 30 June.		
Sources of income I received from a trust since 30 June		
Name and address of settlor		Name and address of trustee
NA.		

3 Sources of other income I reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June

Sources of other income I received at any time since 30 June  
[Include description sufficient to identify the person from whom, or the circumstances in which, that income was received]

NA.

## C. Gifts

Description of each gift I received at any time since 30 June      Name and address of donor

NA

## D. Contributions to travel

Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
NA		

## E. Interests and positions in corporations

Name and address of each corporation in which I had an interest or held a position at the return date/at any time since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
NA			

<b>F. Were you a property developer or a close associate of a property developer on the return date? (Y/N)</b>			
NA			
<b>G. Positions in trade unions and professional or business associations</b>			
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at the return date/at any time since 30 June		Description of position	
NA			
<b>H. Debts</b>			
Name and address of each person to whom I was liable to pay any debt at the return date/at any time since 30 June			
NA			
<b>I. Dispositions of property</b>			
1 Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time			
NA			
2 Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property			
NA			
<b>J. Discretionary disclosures</b>			
NA			

## INNER WEST

### DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS RETURN

Disclosure of pecuniary interests and other matters by

PETER LIVANES

as at 29 AUG 2022

In respect of the period from 1 July 2021 to 30 June 2022.

[Councillor's or Designated Person's signature]

Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June.			Nature of interest
Residential address has been redacted as this is personal information			owner
1 Sources of income I reasonably expect to receive from an occupation in the period commencing on the first day after the return date and ending on the following 30 June			
Sources of income I received from an occupation at any time since 30 June			
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)	
PUBLIC SERVANT	INNER WEST COUNCIL	—	
Name and address of settlor		Name and address of trustee	

NIL

NIL



Description of each gift I received at any time since 30 June      Name and address of donor

NIL

Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
NIL		

Name and address of each corporation in which I had an interest or held a position at the return date/at any time since	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation

30 June			(except in case of listed company)
NIL			
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at the return date/at any time since 30 June		Description of position	
NIL			
Name and address of each person to whom I was liable to pay any debt at the return date/at any time since 30 June			
NIL			
1 Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time			
NIL			
2 Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property			
NIL			

## INNER WEST

### DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS RETURN

Disclosure of pecuniary interests and other matters by

Matthew Pearce

as at 30 August 2022

In respect of the period from 1 July 2021 to 30 June 2022.

*Designated Person*

A. Real Property		
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June.		Nature of interest
Residential addresses have been redacted as this is personal information		Joint Freehold Joint Freehold Joint Freehold Sole Freehold
B. Sources of income		
1 Sources of income I reasonably expect to receive from an occupation in the period commencing on the first day after the return date and ending on the following 30 June		
Sources of income I received from an occupation at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
General Counsel	This address has been redacted as this is personal information	
2 Sources of income I reasonably expect to receive from a trust in the period commencing on the first day after the return date and ending on the following 30 June.		
Sources of income I received from a trust since 30 June		
Name and address of settlor		Name and address of trustee
N/A		

3 Sources of other income I reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June

Sources of other income I received at any time since 30 June  
[Include description sufficient to identify the person from whom, or the circumstances in which, that income was received]

Properties listed in Part A  
ASX Share Portfolio

Rent  
Dividends

## C. Gifts

Description of each gift I received at any time since 30 June      Name and address of donor

NIL

## D. Contributions to travel

Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
NIL		

## E. Interests and positions in corporations

Name and address of each corporation in which I had an interest or held a position at the return date/at any time since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
NIL			

F. Were you a property developer or a close associate of a property developer on the return date? (Y/N)

No

## G. Positions in trade unions and professional or business associations

Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at the return date/at any time since 30 June	Description of position
Law Society of NSW Resolution Institute	Member Accredited Specialist

<b>H. Debts</b>	
Name and address of each person to whom I was liable to pay any debt at the return date/at any time since 30 June	
Commonwealth Bank	
<b>I. Dispositions of property</b>	
1 Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time	
NIL	
2 Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property	
NIL	
<b>J. Discretionary disclosures</b>	
None	



## **DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS RETURN**

Disclosure of pecuniary interests and other matters by

Manod Wickramasinghe (acting period began 6 June 2022)\_\_\_\_\_

as at 30 August 2022\_\_\_\_\_

In respect of the period from 1 July 2021 to 30 June 2022.

\_\_\_\_\_  
[Councillor's or Designated Person's signature]

A. Real Property		
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June.		Nature of interest
Residential address has been redacted as this is personal information		Owner/residential property
Residential address has been redacted as this is personal information		Owner
B. Sources of income		
1 Sources of income I reasonably expect to receive from an occupation in the period commencing on the first day after the return date and ending on the following 30 June		
Sources of income I received from an occupation at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
Acting Director Infrastructure	Inner West council	

2 Sources of income I reasonably expect to receive from a trust in the period commencing on the first day after the return date and ending on the following 30 June.

Sources of income I received from a trust since 30 June

Name and address of settlor	Name and address of trustee
Nil.	

3 Sources of other income I reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June

Sources of other income I received at any time since 30 June

*[Include description sufficient to identify the person from whom, or the circumstances in which, that income was received]*

Rental income for: Residential address  
has been redacted as this is personal  
information

## C. Gifts

Description of each gift I received at any time since 30 June

Nil.

## D. Contributions to travel

Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
Nil.		

## E. Interests and positions in corporations

Name and address of each corporation in which I had an interest or held a position at	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation

the return date/at any time since 30 June			(except in case of listed company)
n/a			
<b>F. Were you a property developer or a close associate of a property developer on the return date? (Y/N)</b>			
No			
<b>G. Positions in trade unions and professional or business associations</b>			
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at the return date/at any time since 30 June		Description of position	
Nil.			
<b>H. Debts</b>			
Name and address of each person to whom I was liable to pay any debt at the return date/at any time since 30 June			
Commonwealth Bank of Australia			
<b>I. Dispositions of property</b>			
1 Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time			
Nil.			
2 Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property			

J. Discretionary disclosures
Nil.

## INNER WEST

### DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS RETURN

Disclosure of pecuniary interests and other matters by Daryl Howard Jackson as at 30 June 2022.

In respect of the period from 1 July 2021 to 30 June 2022.

*[Councillor's or Designated Person's signature]*

A. Real Property		
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June.		Nature of interest
Residential address has been redacted as this is personal information		Leased
1 Sources of income I reasonably expect to receive from an occupation in the period commencing on the first day after the return date and ending on the following 30 June		
Sources of income I received from an occupation at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
Chief Financial Officer (Employee)	Inner West Council	
Name and address of settlor		Name and address of trustee
Nil.		

Nil.

Description of each gift I received at any time since 30 June      Name and address of donor

Nil.

Name and address of each person who made any financial	Dates on which travel was undertaken	Name of States, Territories of the
--	--------------------------------------	------------------------------------

or other contribution to any travel undertaken by me at any time since 30 June		Commonwealth and overseas countries in which travel was undertaken
Nil.		

Name and address of each corporation in which I had an interest or held a position at the return date/at any time since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
Jackson & Co Investments Pty Limited /O Presidio Partners, S		Director/Company Secretary	Dormant

No.
-----

Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at the return date/at any time since 30 June	Description of position
Nil.	

Name and address of each person to whom I was liable to pay any debt at the return date/at any time since 30 June
Nil.

1 Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time
Nil.

2 Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property
Nil.

Nil.
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## **DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS RETURN**

Disclosure of pecuniary interests and other matters by

KELLY LOVERIDGE

as at 19-08-2022

18 July

In respect of the period from ~~1 July~~ 2022 to 30 June 2023.

[Councillor's or Designated Person's signature]

A. Real Property		
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June.		Nature of interest
Residential address has been redacted as this is personal information		OWNER OWNER
B. Sources of income		
1 Sources of income I reasonably expect to receive from an occupation in the period commencing on the first day after the return date and ending on the following 30 June		
Sources of income I received from an occupation at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
DIRECTOR CORPORATE	INNER WEST COUNCIL	
2 Sources of income I reasonably expect to receive from a trust in the period commencing on the first day after the return date and ending on the following 30 June.		
Sources of income I received from a trust since 30 June		
Name and address of settlor		Name and address of trustee
NIL		

--

3 Sources of other income I reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June  
Sources of other income I received at any time since 30 June  
*[Include description sufficient to identify the person from whom, or the circumstances in which, that income was received]*

## RENTAL INCOME FROM INVESTMENT PROPERTY

**C. Gifts**  
Description of each gift I received at any time since 30 June      Name and address of donor

NIL

D. Contributions to travel		
Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
NIL		

E. Interests and positions in corporations			
Name and address of each corporation in which I had an interest or held a position at the return date/at any time since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
NIL			

<b>F. Were you a property developer or a close associate of a property developer on the return date? (Y/N)</b>			
NO			
<b>G. Positions in trade unions and professional or business associations</b>			
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at the return date/at any time since 30 June		Description of position	
NO			
<b>H. Debts</b>			
Name and address of each person to whom I was liable to pay any debt at the return date/at any time since 30 June			
ADELAIDE BANK (RESIDENTIAL PROPERTY MORTGAGE) GREAT SOUTHERN BANK (INVESTMENT PROPERTY MORTGAGE)			
<b>I. Dispositions of property</b>			
1 Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time			
NIL			
2 Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property			
NIL			
<b>J. Discretionary disclosures</b>			
SOCIAL MEMBER OF WESTS ASHFIELD LEAGUES CLUB			



## **DISCLOSURE OF PECUNIARY INTERESTS AND OTHER MATTERS RETURN**

Disclosure of pecuniary interests and other matters by

Ryann Midei

as at 4 October 2022

In respect of the period from 4 October 2022 to 30 June 2023.

[Councillor's or Designated Person's signature]

A. Real Property		
Street address of each parcel of real property in which I had an interest at the return date/at any time since 30 June.		Nature of interest
Residential address has been redacted		OWNER
as this is personal information		RENT
B. Sources of income		
1 Sources of income I reasonably expect to receive from an occupation in the period commencing on the first day after the return date and ending on the following 30 June		
Sources of income I received from an occupation at any time since 30 June		
Description of occupation	Name and address of employer or description of office held (if applicable)	Name under which partnership conducted (if applicable)
MANAGER PROJECT DEVELOPMENT	CITY OF RYDE INNER WEST COUNCIL	NIL
DIRECTOR INFRASTRUCTURE	RYECO CONSULTING ENGINEERS	NIL
CIVIL ENGINEER		NIL

2 Sources of income I reasonably expect to receive from a trust in the period commencing on the first day after the return date and ending on the following 30 June.

Sources of income I received from a trust since 30 June

Name and address of settlor	Name and address of trustee
NIL	NIL

3 Sources of other income I reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June

Sources of other income I received at any time since 30 June

*[Include description sufficient to identify the person from whom, or the circumstances in which, that income was received]*

RENTAL INCOME FROM RENTAL  
PROPERTY

## C. Gifts

Description of each gift I received at any time since 30 June

Name and address of donor

NIL

## D. Contributions to travel

Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time since 30 June	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
NIL	NIL	NIL

## E. Interests and positions in corporations

Name and address of each corporation in which I had an interest or held a position at the return date/at any time since 30 June	Nature of interest (if any)	Description of position (if any)	Description of principal objects (if any) of corporation (except in case of listed company)
RYECO CONSULTING ENGINEERS	DIRECTOR	CIVIL ENGINEERING	

F. Were you a property developer or a close associate of a property developer on the return date? (Y/N)

--

NO	
<b>G. Positions in trade unions and professional or business associations</b>	
Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) at the return date/at any time since 30 June	Description of position
NIL	NIL
<b>H. Debts</b>	
Name and address of each person to whom I was liable to pay any debt at the return date/at any time since 30 June	
NAB - HOME LOAN - SYDNEY BRANCH, NSW 2000	
<b>I. Dispositions of property</b>	
1 Particulars of each disposition of real property by me (including the street address of the affected property) at any time since 30 June as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time	
NIL	
2 Particulars of each disposition of property to a person by any other person under arrangements made by me (including the street address of the affected property), being dispositions made at any time since 30 June, as a result of which I obtained, either wholly or in part, the use and benefit of the property	
NIL	
<b>J. Discretionary disclosures</b>	
I HAVE A NUMBER OF MINORITY SHARES IN CORPORATIONS LISTED ON THE ASX, AND WILL RECEIVE DIVIDENDS	

**Item No:** C1022(1) Item 20  
**Subject:** NOTICE OF MOTION: BOAT AND TRAILER PARKING IN THE INNER WEST  
**From:** Councillor Kobi Shetty

---

**MOTION:**

That Council undertake a report detailing the options to limit or reduce the number of boats and trailers parked on council owned or managed roads and land in the Inner West Local Government Area.

---

**Officer's Comments:**

No further comments were required for this Notice of Motion.

**ATTACHMENTS**

Nil.

**Item No:** C1022(1) Item 21  
**Subject:** NOTICE OF MOTION: SELECTING LOCATIONS FOR MOBILE PHONE  
BASE STATIONS  
**From:** Councillor John Stamolis

---

**MOTION:**

**That:**

1. Request data on the number of mobile phone base stations in the Inner West by suburb, including disaggregation by size of these installations; and
  2. Request information on standards for the selection of locations for mobile phone base stations, in particular, those standards which minimise exposure and risk to persons.
- 

**Background**

Installation of a mobile phone base station close to a bus stop has recently raised concerns about exposure to persons from radiation. Questions have been asked about what standards apply when selecting locations so that any exposure to persons will be eliminated or minimised.

**Officer's Comments:**

No further comments were required for this Notice of Motion.

**ATTACHMENTS**

Nil.

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**Item No:** C1022(1) Item 22  
**Subject:** NOTICE OF MOTION: RISK OF NOT DEMERGING COUNCIL  
**From:** Councillors John Stamolis and Justine Langford

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**MOTION:**

**That Council:**

- 1. Include in its business case those risks that the Inner West community will face should Inner West Council remain merged;**
- 2. Detail the potential risk of increases in Council rates on residences and businesses (as has been the experience of many merged councils to date) should the merger continue;**
- 3. Include in Council's submission that the merger has resulted in significant increases in rates for around 30,000 flats/units across the Inner West; and note the burden on the Ashfield community which has the highest proportion of flats/units;**
- 4. Note that it is rare for any level of Australian government to conduct studies and analyses in an attempt to refute the voice of the Australian people AFTER a poll has been conducted;**
- 5. Note that the demerger poll was highly successful in the context of polls conducted by Australian Governments (where polls normally fail);**
- 6. Note that NSW Government abandoned its merger policy within 10 months of introducing it and has not raised it at any time since;**
- 7. Note that NSW has agreed to pay the costs of a demerger; and**
- 8. Note that the vast majority of NSW Councils were not merged under the 2016 merger policy.**

---

**Background**

Council's demerger submission covers the risks of a demerger of Inner West Council but DOES NOT address the risks of staying as a merged Council.

In any poll or election, voters must assess risk. Often, cases are put to voters FOR and AGAINST a proposal in a poll. Lengthy debates and media coverage are common. All of this is done PRIOR to any poll so that voters have a broad range of information to inform their decisions. Voters then make their decisions about the risks associated with different policy agendas, leadership, economic and social consequences, service levels and their own lived experience.

Assessing risk is critical to any choice made by voters and that is precisely what voters did when they voted resoundingly to demerge.

At the time of the demerger poll, voters had 5.5 years of lived experience with the merger and clearly decided that the merger should no longer continue by a resounding vote of 63% vs

37%. This is one of the strongest outcomes of a poll ever recorded. In fact, the majority of polls or referendums in Australia fail.

We know that a significant proportion of merged Councils have requested massive increases in rates on their residents and on their business communities. This huge risk was never put to communities when mergers were being proposed. In fact, the opposite was suggested with communities expecting a range of savings and possibly even some reduced costs and expenses. If Inner West Council intends to pursue an increase in rates should it stay merged, it must be up front with the community.

A smaller increase in Council rates, say 15% (much less than what other Councils have requested) would be a huge financial impost on families and businesses in the Inner West of around \$400 million over 20 years. Note that Morrison Low has calculated that a demerger would cost less than half that amount.

NSW Government abandoned its merger policy within 10 months of implementing it. The vast majority of Councils in NSW were never merged. Only those Councils which offered up a merger proposal were merged. These included the 3 Labor Councils of the Inner West, the 2 Labor Councils of Canterbury-Bankstown.

**Officer's Comments:**

No further comments were required for this Notice of Motion.

**ATTACHMENTS**

Nil.

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**Item No:** C1022(1) Item 23  
**Subject:** NOTICE OF MOTION: NORTON STREET STUDY  
**From:** Councillor John Stamolis

---

**MOTION:**

**That Council initiate a study into Norton Street with the aim of identifying factors which will improve the business environment, night life and public amenity of the street.**

---

**Background**

Recent media coverage has highlighted that Norton Street is in need of attention from Inner West Council.

This notice of motion responds to considerable concern that Norton Street is not what it once was but has tremendous potential to become a destination of the future.

The study should be broad-based and it should identify real opportunities to lift and support the shopping strip.

The study of Norton Street could assist with developing broader policies aimed at improving shopping strips across the Inner West.

**Officer's Comments:**

**Comment from Director Planning:**

A report is in preparation for Council's review regarding public domain master planning for a number of main streets across the Inner West. It will specifically address Norton St Leichhardt and public amenity and place making opportunities.

Regarding business and night life, Council has committed to holding an Economic Summit early in 2023. From this an Economic Strategy will be developed and the draft strategy brought to Council by the end of this financial year. The Inner West Council Economic Development team has a strong working relationship with the relevant Chambers of Commerce, who will be consulted throughout.

**ATTACHMENTS**

Nil.

**Item No:** C1022(1) Item 24  
**Subject:** NOTICE OF MOTION: PEDESTRIAN SAFETY AT VICTORIA ROAD AND DARLING STREET, ROZELLE  
**From:** Councillor Kobi Shetty

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**MOTION:**

**That Council:**

- 1. Acknowledges that the intersection of Victoria Road and Darling Street in Rozelle is dangerous for pedestrians;**
  - 2. Notes that an audit of the intersection undertaken for Transport for NSW in September 2020 identified two issues deemed intolerable risks and two high risk issues that could result in serious injury or death to pedestrians, and that despite representations made by the local State MP, no action has been taken by Transport for NSW to improve pedestrian safety;**
  - 3. Notes that whilst vehicular traffic is forecast to decrease in late 2023 when Westconnex opens the tunnel bypass between Iron Cove Bridge and Rozelle interchange, there is an urgent need to improve safety for pedestrians now;**
  - 4. Writes to Transport for NSW to request the following improvements:**
    - a) Reiterates the need to investigate implementing a 40km/h School Zone between Wellington Street and Withcombe Street on Victoria Road;**
    - b) Investigates changing the light filtering pattern to remove competition between pedestrians and motorists turning left onto Victoria Road;**
    - c) Installs a Red Light Speed Safety Camera at the intersection of Victoria Road and Darling Street; and**
    - d) Investigates where bollards or barriers may be installed on corner kerbs of the intersection to protect pedestrians**
  - 5. Thanks the Victoria Road Parents & Residents Safety Working Group, Rozelle Public School P&C and the Member for Balmain for their advocacy on this issue.**
- 

**Officer's Comments:**

No further comments were required for this Notice of Motion.

**ATTACHMENTS**

Nil.

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**Item No:** C1022(1) Item 25  
**Subject:** NOTICE OF MOTION: NOTIFICATIONS TO COUNCILLORS  
**From:** Councillor John Stamolis

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**MOTION:**

**That the General Manager to ensure that Councillors are advised of events as soon as these are scheduled so that Councillors can effectively manage and carry out their public duties and public responsibilities.**

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**Background**

The attached invitation to the Opening of the Upgraded Badu Park (from the Mayor) has been sent to residents but Councillors had not been informed or invited by Council, less than a week before the event takes place.

In regard to the event for the Uluru Statement of the Heart Volunteers, Councillors were sent an invitation (from the Mayor) at 5.34pm, Wednesday for an event commencing 6.00pm on the Friday. Some attendees said that they had been given notice and were invited at least one or two weeks before. The event would have taken some weeks to schedule and organise.

It is unusual for Councillors to rely on the Mayor to send out invitations for events. At the start of this Council term, Inner West Councillors approved a large amount of funds for staff resources, specifically for purposes such as this.

Given the commitments of Councillors, late notice of events is a particular problem. Councillors need to carefully manage their public duties and public responsibilities.

## Inner West Mayor Darcy Byrne

Artwork: Mulga

12 October 2022

### You're invited: Opening of upgraded Badu Park

Dear Resident,

I am writing to invite you to Badu Park in Annandale on Saturday October 22 at 12 noon to celebrate the refurbishment of the park and enjoy a sausage sizzle.

The Park has been upgraded and we want the local community to see for yourselves the changes which have been made.

Improvements include:

- making the park more easily accessible for people with disabilities
- improved lighting
- a small timber deck alongside the café, with disabled access from Booth St

The path has been made safe for cyclists, wheelchairs and pedestrians. It will allow full disabled access through the park and down to the Johnstons Creek.

Badu Park is also an ecosystem for native birds, bush turkeys and possums.

This project is a partnership between the Inner West and the NSW Government. The State has invested \$2.4 million and the project has been planned and carried out by our fabulous employees of Inner West Council.

I hope to see you there to enjoy the new park and our community barbecue.

Yours sincerely,

Darcy Byrne  
Inner West Mayor

**Inner West Council**  
innerwest.nsw.gov.au  
02 9392 5000

council@innerwest.nsw.gov.au  
PO Box 14, Petersham NSW 2049

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

No further comments were required for this Notice of Motion.

### **ATTACHMENTS**

Nil.

**Item No:** C1022(1) Item 26  
**Subject:** NOTICE OF MOTION: AIRBNB  
**From:** Councillor Dylan Griffiths

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**MOTION:**

**That:**

1. Council prepare a report investigating the impact of Airbnb and similar operations on the housing supply, affordability, and the local community. The report is to consider options for properties primarily used for short- term letting including options for rate variations or other appropriate responses; and
  2. The report consider best practice across NSW particularly in areas where short term letting is exacerbating housing shortages and affordability.
- 

**Background**

Inside Airbnb reports that there are 1311 Airbnb listings in the Inner West. The vast majority of these listings occupy the entirety of the dwelling. Inside Airbnb reports that some hosts list up to 22 dwellings on Airbnb.

The report aims to investigate the impact of Airbnb on the community and identify potential regulatory mechanisms.

**Officer's Comments:**

No further comments were required for this Notice of Motion.

**ATTACHMENTS**

Nil.

**Item No:** C1022(1) Item 27  
**Subject:** NOTICE OF MOTION: OLD CANTERBURY ROAD TUNNEL  
**From:** Councillor Dylan Griffiths

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**MOTION:**

**That Council:**

1. Recognise the prospective tunnel under Old Canterbury Rd as a key feature of the Greenway which is vital to the project being a continuous and undisrupted active transport corridor;
  2. Note that not delivering the tunnel will slow down pedestrians, and cyclists looking to use the Greenway as a comparable travel time alternative to car use;
  3. Identify funding, upon receipt of designs from Gartner Rose Pty Ltd, to be considered by council, should funding not already be identified and agreed to; and
  4. Will continue to apply for grant funding for the prospective Old Canterbury Rd tunnel.
- 

**Officer's Comments:**

No further comments were required for this Notice of Motion.

**ATTACHMENTS**

Nil.

**Item No:** C1022(1) Item 28  
**Subject:** NOTICE OF MOTION: LOCAL ENVIRONMENT PLAN (LEP) CONSULTATION  
**From:** Councillor Justine Langford

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**MOTION:**

**That Council:**

- 1. Resolves to permanently withdraw the Housing Studies regarding Dulwich Hill, Marrickville and Ashfield North;**
  - 2. Commences a new LEP process, starting with holding community consultation workshops in each suburb of the LGA. Invite all community members to their local workshops by hardcopy (letterbox) invitation and promote the workshops widely across Council media platforms;**
  - 3. Through community consultation, assess if there is community support for increased housing density and where that density may be located;**
  - 4. Consolidate community input from the workshops into the new draft LEP; and**
  - 5. Consult with the community on the new draft LEP.**
- 

**Background**

The housing studies for Dulwich Hill, Marrickville and Ashfield North, currently on hold following a resolution of Council have attracted significant opposition from the community.

Prior to the 2011 LEP, the former Marrickville Council began the process of a new LEP by holding a number of workshops across the LGA that were open to all residents.

Those workshops were themed around what would be needed to improve the quality of life for all residents of our area, including the broader issues of heritage, contributory heritage, improved and increased parkland and green space, more trees, improved access to transport, schools, healthcare and employment, local employment and support for the creative community.

The outcomes of those workshops formed the underlying basis for the 2011 LEP and gained significant consensus among the community and Councillors.

With the forced amalgamation of the three former Councils and a much larger local government area, Council needs to engage with residents at the beginning of planning processes, including the creation of the foundation documents for the new LEP.

Local Planning for Local Communities – Inner West Council website:  
<https://yoursay.innerwest.nsw.gov.au/inner-west-lep>

**Officer's Comments:**

**Comment from Director Planning:**

A review of the LEP consultation and engagement approach is underway which considers a wider range of media for reaching out to residents.

Regarding 3. above - Housing targets are set by the Department of Planning and Environment through the development of the Local Strategic Planning Statement and the Local Housing Strategy. These important strategic documents have arisen from extensive consultation and endorsement by Council in 2020 respectively. Acknowledging the past role of the community in setting the existing targets, further engagement with DPE is required to change these targets.

**ATTACHMENTS**

Nil.

**Item No:** C1022(1) Item 29  
**Subject:** NOTICE OF MOTION: CYCLEWAYS ON VICTORIA ROAD AND PARRAMATTA ROAD  
**From:** Councillor Timothy Stephens

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**MOTION:**

**That Council:**

- 1. Note that the NSW Government's revised Future Transport Strategy released in September 2022 outlines the vision for transport and includes maximising existing networks by reallocating road space to more efficient modes of transport including public transport, walking and cycling;**
- 2. Note the longstanding challenges experienced by Local Government when approaching Transport for NSW seeking the allocation of road space for safer cycling on State roads;**
- 3. Note that the delivery of an extensive motorway network now underway throughout Sydney and the Inner West, including connections with Kingsford Smith Airport and Port Botany, is premised on the improvement of surface streets for public transport, walking and cycling;**
- 4. Writes to the Minister for Metropolitan Roads and the Minister for Active Transport asking that Transport for NSW comprehensively reviews traffic on State roads in the Inner West to implement improvements for walking, cycling and public transport access, consistent with the impact statements for the M4 East, New M5, Western Harbour Tunnel and M4-M5 mainline tunnels; and**
- 5. Commences ongoing meetings and engagement with Transport for NSW to pursue traffic separated cycleways on Parramatta Road between the GreenWay and Broadway, and on Victoria Road Rozelle, before the opening of the next stages of NSW Government's motorway network.**

---

**Background**

It is an Inner West Council priority to ensure road space is allocated to dedicated cycleways on both Victoria Road and Parramatta Road.

With major NSW Government motorway projects reaching their final stages, there is an opportunity now to plan for and deliver infrastructure for active transport on Victoria Road and Parramatta Road.

This opportunity to make it safer and easier for people who walk and cycle to utilise these road corridors will likely be lost in the future unless action is taken now.

Allocating dedicated road space on Victoria Road and Parramatta Road for people who ride would create two vital arterial cycleways, will provide essential connections with Inner West

Council's existing network of cycle routes, and will support Inner West Council's forthcoming Cycling Strategy and Action Plan.

**Officer's Comments:**

No further comments were required for this Notice of Motion.

**ATTACHMENTS**

Nil.

**Item No: C1022(1) Item 30**  
**Subject: NOTICE OF MOTION: HERITAGE PUBS PROTECTION**  
**From: Councillor Jessica D'Arienzo**

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**MOTION:**

**That Council:**

- 1. Note the Inner West Heritage Study – Pubs report prepared by GML Heritage that responds to the Council resolution dated 3 July 2018;**
  - 2. Commence community engagement with landowners and patrons on the proposed heritage listing of the 27 pubs identified in the report; and**
  - 3. Prioritise the preparation of a standalone Council led planning proposal that gives effect to the heritage protections identified in the report.**
- 

**Background**

On 3 July 2018, Council resolved to 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. The potential for the loss of more pubs which contribute to the famous pub culture of the area was noted as an important concern and that there is a need to investigate which local pubs might require heritage protections, by virtue of their age, community significance and concern, and architectural features.

In 2019, the University of Technology Sydney undertook an initial assessment of existing pubs, looking at adaptive re-use options to work with owners to explore how to ensure that development pressures do not see further closures.

In 2021, Council engaged heritage consultants GML Heritage to build on the work undertaken by UTS which resulted in the Inner West Heritage Study – Pubs. This document provides a detailed assessment of the heritage significance of 27 pubs within the Inner West that are recommended for further heritage protection.

The listing of heritage items must be made in the Inner West Local Environmental Plan and implemented through a Council led planning proposal. The 27 pubs identified as having heritage significance are:

1. Annandale Hotel, Annandale
2. North Annandale Hotel, Annandale
3. Unity Hall Hotel, Balmain
4. The Balmain Hotel, Balmain
5. Dick's Hotel, Balmain
6. Cat & Fiddle Hotel, Balmain
7. Town Hall Hotel, Balmain
8. Cricketers Arms Hotel, Balmain
9. East Village Hotel, Balmain East
10. The Milestone Hotel, Leichhardt
11. Vic on the Park Hotel, Marrickville
12. The Royal Exchange Hotel, Marrickville
13. Websters Bar, Newtown

14. Kelly's on King, Newtown
15. Sandringham Hotel (former), Newtown
16. Carlisle Castle Hotel, Newtown
17. Livingstone Hotel, Petersham
18. Bridge Hotel, Rozelle
19. The Welcome Hotel, Rozelle
20. 3 Weeds Hotel, Rozelle
21. Sackville Hotel, Rozelle
22. Garry Owen Hotel, Rozelle
23. Native Rose Hotel, Rozelle
24. Lewisham Hotel, Lewisham
25. Warren View Hotel, Enmore
26. Duke of Enmore Hotel, Enmore
27. Queens Hotel, Enmore

**Officer's Comments:**

No further comments were required for this Notice of Motion.

**Attachment 1 has been published separately in the Attachments Document on Council's Website <https://www.innerwest.nsw.gov.au/about/the-council/council-meetings/current-council-meetings>**

**ATTACHMENTS**

1.  Inner West Heritage Study – Pubs – **Published separately on Council's website**

**Item No:** C1022(1) Item 31  
**Subject:** NOTICE OF MOTION: FREDERICK STREET  
**From:** Deputy Mayor Philippa Scott

**MOTION:**

**That Council:**

- 1. Note the notoriously dangerous pedestrian crossing in Frederick St at John St Ashfield where too many people have been killed or injured, most recently Arthur, a grandfather and local resident who was killed in March this year;**
- 2. Note the current TfNSW proposal for traffic lights or a signalised pedestrian crossing to be installed for which it now seeks community input; and**
- 3. Council officers investigate including in Council's submission on the Fredrick St intersection, calling upon TfNSW to carry out works at John Street and Frederick Street to reduce rat-running as identified in the Inner West Council WestConnex Local Area Improvement Strategy, April 2018, which reviewed the potential impacts of WestConnex on the amenity and safety of local neighbourhoods.**

**Background**

As noted in Notice of Motion in April, as well as through subsequent Traffic Committee reports, Frederick St, Ashfield from Liverpool Rd to Parramatta Rd has become increasingly unsafe for motorists, pedestrians and cyclists to use. The tragic fatality in March 2022 underscores the fact that the NSW government is not adequately addressing concerns expressed by residents.

It's been frustrating seeing the response from TfNSW has been limited to installing a 50 km/h sign further along Frederick St, and superficial changes to the crossing.

A single set of lights will not be enough, and while we urge residents to make a submission, as Council will also do, more needs to be done.

The potential closure of John St is listed as part of the still unfunded and still unimplemented WestConnex LAIS (Item 6.2.1, pp85-6). This treatment for a safer street should still be considered as an option as consultation on the possibility of installing lights at the intersection is currently underway.

This Council calls upon TfNSW to go ahead with this improvement and others listed in the WestConnex LAIS.

Action is urgently needed to prevent any more fatalities and make this road safer for pedestrians, active transport users and drivers.

**Officer's Comments:**

No further comments were required for this Notice of Motion.

## **ATTACHMENTS**

Nil.

**Item No:** C1022(1) Item 32  
**Subject:** NOTICE OF MOTION: LITTLE VILLAGES SIGNAGE  
**From:** The Mayor, Councillor Darcy Byrne and Councillor Jessica D'Arienzo

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**MOTION:**

**That Council:**

- 1. Note the success of the official renaming of precincts to honour migrant communities in the Inner West including Little Portugal (Petersham), Little Italy (Leichhardt) Little Greece (Marrickville Road) and Little Vietnam (Illawarra Road); and**
  - 2. Prepare report for the December ordinary meeting identifying locations and costs for the installation of large scale signage identifying these precincts to make the locations clearly identifiable to local residents, visitors and commuters.**
- 

**Officer's Comments:**

No further comments were required for this Notice of Motion.

**ATTACHMENTS**

Nil.

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**Item No:** C1022(1) Item 33  
**Subject:** NOTICE OF MOTION: FOGO COMMUNITY EDUCATION AND EXTERNAL ADVICE  
**From:** Councillor Mathew Howard and The Mayor, Councillor Darcy Byrne

---

**MOTION:**

**That Council:**

- 1. Work with a reputable third party to coordinate a comprehensive community engagement and education program on food and organics recycling (FOGO) as council introduces FOGO to every home in this term of Council; and**
  - 2. As part of this program, contract trusted local organisations, businesses or notable individuals to develop and deliver targeted programs to engage residents, schools, organisations and clubs to better understand the benefits and processes around FOGO and how households will participate in the FOGO program.**
- 

**Background**

A key component of the success of the FOGO roll-out across the Inner West will be engaging with and educating local residents and households about how to participate in the program and the environmental benefits associated with food recycling.

The program will provide education and training on what food scraps can be recycled, the frequency of services, ways to eliminate pests and what happens to food scraps as part of the recycling process.

A key component should be how to reduce or eliminate contamination in the FOGO bins.

Notable individuals, organisations and small businesses in the Inner West have made a significant contribution to the understanding and processes in the circular economy and are deeply trusted and could make a further contribution in educating and engaging local residents, organisations, schools and others about FOGO.

**Officer's Comments:**

No further comments were required for this Notice of Motion.

**ATTACHMENTS**

Nil.

**Item No:** C1022(1) Item 34  
**Subject:** NOTICE OF MOTION: ALTERNATE PANELLISTS FOR REGIONAL PLANNING PANEL  
**From:** Councillors Jessica D'Arienzo and Mathew Howard

**MOTION:**

**That Council expand its list of alternate members listed for the Sydney Eastern City Planning Panel by four members who are independent planning experts to ensure adequate representation when determining regionally significant development**

**Background**

The Sydney Eastern City Planning Panel (SECPP) has responsibility for:

- determining 'regionally significant' development applications (DAs) and certain other Major DAs and modification applications
- acting as the Planning Proposal authority when directed
- reviewing Planning Proposals providing advice on other planning and development matters when requested

Council appointed community representatives are Mayor Darcy Byrne, Councillor Phillipa Scott, Deborah Laidlaw, Brian McDonald (Alternate).

Recently it has been demonstrated that it is prudent to have additional community representatives to allow for unforeseen circumstances such as personal illness, scheduling challenges or potential conflicts of interest. Additional panel members will ensure Council maintains a voice regarding major development issues on the Panel.

It is recommended that Council commence the process of seeking an additional four representatives and allow for a formal recruitment process to be undertaken to determine representatives onto the Panel for the future.

When determining the representation, Council should be mindful of the following Ministerial requirements when appointing nominees:

*Each council determines how their members are selected. In selecting members, councils should have regard to any conflict of duties that would be created for a person nominated to the Panel if they are in any way responsible or involved in the assessment of matters to be determined by the Panel or involved in voting or deliberating on matters that come before the Panel. Councils are not restricted to nominating people from the council's local area. They can appoint, terminate, and reappoint members at any time, and can determine the duration of each appointment. Generally, so as to ensure the greatest degree of continuity for the Panels, councils should consider appointing members for the maximum term of 3 years. A council may also at any time appoint a person to be the alternate of a member nominated by the council and may revoke any such appointment.*

**Officer's Comments:**

No further comments were required for this Notice of Motion.

**ATTACHMENTS**

Nil.

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**Item No:** C1022(1) Item 35  
**Subject:** NOTICE OF MOTION: AMENDMENT TO CODE OF MEETING PRACTICE  
**From:** Deputy Mayor Philippa Scott

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**MOTION:**

**That Council:**

- 1. Amend the Code of Meeting Practice to include an additional Clause as follows:**  
**4.25: Where an item has been listed on a Council Meeting agenda, including Extraordinary Meetings and formed part of the public forum for that meeting, should those items be held over to a future meeting of Council, those items will not form part of another public forum at a future meeting.**
  - 2. Place the amended Code of Meeting Practice, as detailed above, on public exhibition for a period of 28 days; and**
  - 3. Consider the results of the public exhibition process when adopting the final Code of Meeting Practice.**
- 

**Background**

Council hold public forums in accordance with the Code of Meeting Practice, Section 4 'Public Forums'. These forums allow the public to address Council and speak to any item on the agenda.

On occasion Council may defer items that were not dealt with at the original meeting to the following Council meeting or may call Extraordinary Council meetings to discuss these items.

When items are deferred to a future meeting, they have already gone through a public forum process where the public has had the ability to speak on these items.

**Officer's Comments:**

No further comments were required for this Notice of Motion.

**ATTACHMENTS**

Nil.

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**Item No:** C1022(1) Item 36  
**Subject:** NOTICE OF MOTION: COUNCIL SUPPORT FOR WASTE EDUCATION  
**From:** Councillor Marghanita Da Cruz

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**MOTION:**

That Council notes Kegworth Primary School Sustainability initiatives and provide \$1500 grant or compostable bags and food waste bins to their Festive Market and incorporate this as a pilot case study in our community education.

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**Background**

See attachment.

**Officer's Comments:**

**Comment from Director Planning:**

Council has many valued partnerships with Inner West schools. Environmental grants applications for 2022, which are the appropriate mechanism which Council has established for allocating money to proposals such as this, closed on 16 September 2022 and Kegworth school was not an applicant. Another round of grant funding will be available in 2023.

Council's initial rollout of its FOGO service is to apartments and the detailed report to the October meeting sets out a timeline for rollout of FOGO to all households. At present this plan does not include the provision of a Council FOGO service to state government facilities such as schools or other commercial facilities, however assistance to Kegworth school in terms of greenwaste bins, native plants from our nurseries and education resources from our Green Living Centre can be made available, and the relevant officers are in the process of reaching out to the school.

**ATTACHMENTS**

1. [Kegworth Public school Sustainability Grant Proposal Letter](#)

Ligita Mikutaite  
Environment & Sustainability Committee  
Kegworth Public School P&C Association  
environment@kegworthpublicschool.com  
0423828801

October 17th, 2022

Clr Marghanita Da Cruz  
Inner West Council  
marghanita.da.cruz@innerwest.nsw.gov.au

Dear Councillor Marghanita Da Cruz,

My name is Ligita Mikutaite and I'm the lead of Environment & Sustainability Committee at Kegworth Public School P&C Association and we are seeking funding to support a sustainability and community orientated school event - **Festive Market**. We aim to minimise and separate the waste produced at this event and use sustainable materials where possible. The the financial support of \$1000 - 15000 would allow our P&C Association to purchase compostable food packaging and remove the waste responsibly - divert food waste and organic matter from landfill to be processed either into compost or turned in to renewable energy.

Our committee recognises the importance of our environment and aims to educate and empower students to make decisions that reduce our ecological footprint through adopting sustainable practices at school and in our everyday lives. The committee delivers activities and projects that aim to minimise waste sent to landfill, encourages sustainable living by helping make daily choices that reduce our negative impact on the environment. It also aims to promote environmental sustainability and increase the positive impact of initiatives for the broader community. Kegworth Public School P&C association understands the importance of taking our part to care for our environment and has agreed on Sustainable Event Guidelines for our school events and activities.

The intention of sustainable event guidelines is to provide an agreed standard approach with achievable ways to set events and activities whilst keeping the environment in mind.

Our event organising teams are using the checklist and tips for all P&C organised events and activities. They can help make school events more sustainable. Kegworth Public School P&C association is stepping in by encouraging sustainable practices - reducing and sorting waste, increasing recycling, implementing reusables and lessen our environmental impact when organising events and activities.

Kegworth Public School has numerous environmental projects, recycling and waste reducing initiatives in place:

**Envirobank, Waste Free Wednesdays, Clean Up Australia Day, Plastic Free July, Secret Santa, Borrow and bring back bags (Boomerang bags).** We support the **recycling of old/used oral products** (toothbrushes and toothpaste containers) and participate in **"Wonder Bread Rewards for schools"** program every year. In 2021 with an amazing school community effort we collected 25kg of bread bags and received some sports equipment for our school. Kegworth Public School also has **Compost** and **Worm Farms** on site. Our **Kegworth Environment Warriors team** takes care of composting and worm farms, they sell worms juice regularly to raise funds to support environmental projects in our school. This team of students from different stages are lead by our own sustainability hero - dedicated teacher Ms. Radburn.

Our **Learning/ Sustainability Garden** is completed with natives bees as Kegworth Public School has partnered with B&B Highway, a Planting Seeds Project which supports The United Nations Sustainable Development Goals. This was made possible through the success of a grant from the Inner West Council and we're very grateful for your support.

In our school we value sustainability highly and taking care of our environment is very important to our community.

I'm at your disposal any time if you wish to find out more about these practices in our school.

Promoting sustainability at your school means working with the children, families, teachers and wider community. Sustainability is everyone's responsibility. Introducing sustainable practices in school means building sustainable citizens for the future and ensuring they actually have a future!

## **Festive Market**

Festive Market is the next sustainable event organised by Kegworth Public School P&C Association to celebrate the festive season and to mark a special date in our school history - 135 Years of Kegworth Public School.



**Kegworth Public School Oval, Tebbutt Street, Leichhardt  
Saturday 3rd of December 12PM- 6PM**

This special event is open to the wider Inner West community and its announcement has been met with a great excitement. It creates an amazing opportunity to support Inner West community connection, celebrate a beautiful part of Inner West history and culture, and promote sustainability values, and also raise some needed funds for our unique school.

At the Festive Market, Kegworth Public school P&C Association is going to offer the following festivities:

**Market stalls** - high quality stalls for gift shopping supporting Australian businesses

**Live music** - performances from Kegworth Public School community, surrounding Inner West schools and local artists.

**Art** - Kegworth Community Art Competition display and live painting by local artist - our school parent, local Art Gallery - Boomali Aboriginal Artist Co-operative participation.

**Festive fun** including crafts, games, book presentations, family friendly activities by using sustainably sourced materials.

**Food stalls** - food trucks and parent community operated food stalls.

In our school we care about the environment and we aim to minimise the impact of our event by choosing to reduce, separate and dispose the waste sustainably.

We have informed the vendors about our school approach to the environment, communicated our sustainability guidelines to them and explained what that means for their business. We have chosen to be a plastic free event, there will be no plastic bottled drinks sold at our market. Aluminium and glass drinks that comply with Envirobank will be sold at the event instead.

Kegworth Public school P&C Association is seeking funding for our upcoming Festive Market - to purchase compostable food packaging and accommodate responsible waste removal. The one of the main focuses of this event is environmental sustainability and we see this as an excellent opportunity to educate the wider Inner West community about the plastic pollution and its impact, waste reduction, separation and recycling.

The funding for this project is essential as the Environment & Sustainability Committee of Kegworth Public school has only limited funds to achieve these objectives. Comprehensively, we're seeking \$1000- \$1500 to support our sustainability orientated efforts.

This financial support will help us to work with BioPack company that produce compostable food packaging that is made from plants and designed for circular economy where resources are reused and not wasted. They offset the emissions their products create to neutralise their carbon footprint. They give back to people and planet, so our purchases directly affect the positive change.

This outlook is very close to our values and we would like to be able to purchase their food packaging for our Festive Market to provide our Kegworth community and extended Inner West community with more eco friendly options.

In order to separate the waste created at the event and dispose it responsibly we would like to work with ORG RECYCLING AND WASTE company - a leader in the removal and recycling of organic and recyclable waste across Sydney, Wollongong and Canberra. This would be an enormous help to our event where we can create an awareness about the waste separation and educate the wider community about the recycling.

Currently we're planning to have 2-3 waste stations for our event with 6 bins at each station: **Organic, General, Co-mingled recycling, Soft plastics, Cardboard/Paper waste and Envirobank orange bags.**

If we were receive the funding our Festive Market event we could lead the way in education how our actions and choices can make difference to the environment. This is important to our school community and also this could impact the Inner West surrounding schools events planning and create more awareness for environmental sustainability in Inner West.

Kegworth Public School P&C Association is passionate about creating opportunities for the community to connect, sharing this special historic date for our unique school, and celebrating festive season in sustainable way with Inner West people is really meaningful to us.

I would like to thank you for your consideration throughout this process and providing P&C associations like ours with opportunities to reduce an environmental impact and to make a difference in a community. Keep Kegworth Green is our moto!

If you require more information about our Festive Market please do not hesitate to contact me.

Please visit our Kegworth Public School P&C Association website:  
<https://kegworthpublicschool.com/>

Sincerely,  
Ligita Mikutaite  
Environment & Sustainability Committee  
Kegworth Public School P&C Association

Item No: C1022(1) Item 37  
Subject: QUESTION ON NOTICE: PEDESTRIAN FALLS ON FOOTPATHS  
From: Councillor John Stamolis

## Question

This Question on Notice seeks information from Council in regard to pedestrian falls on footpaths which have been reported to Council. It is expected that a significant number of these incidents are not reported to Council.

The data requested are for suburb and year.

Suburb	2017	2018	2019	2020	2021
Annandale					
Ashfield					
Tempe					

## Answer

Suburb	2017	2018	2019	2020	2021	Total
Annandale	3	8	6	14	7	38
Ashfield	12	3	24	12	2	53
Balmain	1	8	9	12	1	31
Balmain East	0	1	1	1	0	3
Birchgrove	0	2	4	3	0	9
Camperdown	1	2	7	7	0	17
Croydon	1	1	2	3	2	9
Croydon Park	0	0	1	0	0	1
Drummoyne	0	0	1	0	0	1
Dulwich Hill	2	8	16	13	1	40
Enmore	0	0	8	6	0	14
Haberfield	0	6	14	8	3	31
Hurlstone Park	1	0	0	0	0	1
Leichhardt	4	9	26	17	5	61
Lewisham	0	0	4	4	1	9

Suburb	2017	2018	2019	2020	2021	Total
Lilyfield	2	2	10	11	1	<u>26</u>
Marrickville	3	10	20	35	4	<u>72</u>
Mascot	0	0	0	0	0	<u>0</u>
Newtown	1	6	10	5	1	<u>23</u>
Orange Grove	0	0	0	1	0	<u>1</u>
Petersham	0	6	13	12	1	<u>32</u>
Russell Lea	0	0	1	0	0	<u>1</u>
Rozelle	1	0	13	13	0	<u>27</u>
St Peters	2	6	8	5	2	<u>23</u>
Stanmore	2	8	9	14	1	<u>34</u>
Sydenham	0	0	0	1	0	<u>1</u>
Summer Hill	4	1	5	6	0	<u>16</u>
Tempe	0	1	5	4	1	<u>11</u>
<b>GRAND TOTAL</b>	<b><u>40</u></b>	<b><u>88</u></b>	<b><u>217</u></b>	<b><u>207</u></b>	<b><u>33</u></b>	<b><u>585</u></b>

The above data is a record of reported incidents only and is not a record of incidents for which Council was or is liable or at fault.

## ATTACHMENTS

Nil.

**Item No:** C1022(1) Item 38  
**Subject:** QUESTION ON NOTICE: INNER WEST MAYOR RELEASES  
**From:** Councillor John Stamolis

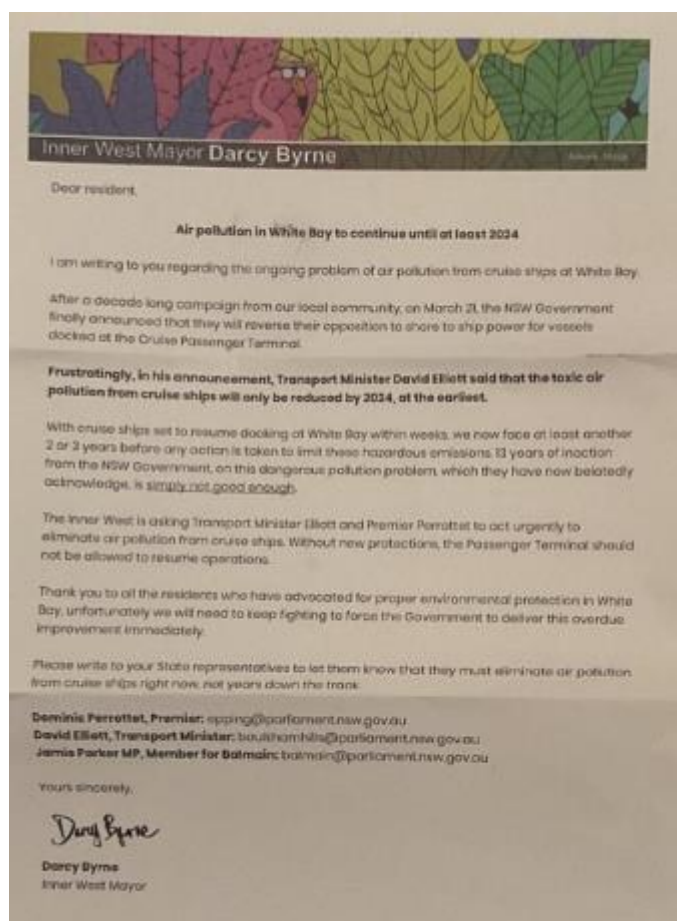
**Question**

A list of releases under the banner 'Inner West Mayor' since the December election is requested, showing as follows:

- . Date of release
- . Title of release
- . Number distributed
- . Total cost of release

Date	Title	Number distributed	Total cost

Example of release for which this Question on Notice seeks information:



## Answer

The correspondence referred to and provided as an example in this Question on Notice was in the form of a letter box drop.

The number of letter box drops that went out specifically from the Mayor were the following:

Date	Title	Number distributed	Total Cost
21/04/22	White Bay Ship to Shore	6467	\$2073.13
26/04/22	Marrickville Golf Course	5652	\$1859.84
25/05/22	Balmain Leagues Club	5662	\$2073.90

As you would expect, Council issues various letter box drops to residents to promote awareness across the Community regarding Council projects and upcoming Council events.

These forms of communication will either be from Council or the Mayor, as the Mayor is the principal member and spokesperson of the governing body. The Mayor's role is also to advance community cohesion and promote civic awareness whilst working with the general manager to ensure adequate opportunities for engagement between Council and the Community, as outlined in S226 of the *Local Government Act 1993*:

### 226 Role of mayor:

*The role of the mayor is as follows—*

- (a) to be the leader of the council and a leader in the local community,*
- (b) to advance community cohesion and promote civic awareness,*
- (c) to be the principal member and spokesperson of the governing body, including representing the views of the council as to its local priorities,*

- (d) to exercise, in cases of necessity, the policy-making functions of the governing body of the council between meetings of the council,*
- (e) to preside at meetings of the council,*
- (f) to ensure that meetings of the council are conducted efficiently, effectively and in accordance with this Act,*
- (g) to ensure the timely development and adoption of the strategic plans, programs and policies of the council,*
- (h) to promote the effective and consistent implementation of the strategic plans, programs and policies of the council,*
- (i) to promote partnerships between the council and key stakeholders,*
- (j) to advise, consult with and provide strategic direction to the general manager in relation to the implementation of the strategic plans and policies of the council,*
- (k) in conjunction with the general manager, to ensure adequate opportunities and mechanisms for engagement between the council and the local community,*
- (l) to carry out the civic and ceremonial functions of the mayoral office,*
- (m) to represent the council on regional organisations and at inter-governmental forums at regional, State and Commonwealth level,*
- (n) in consultation with the councillors, to lead performance appraisals of the general manager,*
- (o) to exercise any other functions of the council that the council determines.*

### **Question**

Are these releases maintained on Councils website?

### **Answer**

All Council's media releases, issued by Council or the Mayor are retained on Councils website.

### **ATTACHMENTS**

Nil.

**Item No:** C1022(1) Item 39  
**Subject:** QUESTION ON NOTICE: PARKS, PLANNING AND RECREATION AND URBAN ECOLOGY  
**From:** Councillor Justine Langford

**Comment by the General Manager:**

*A realignment of the Urban Ecology and Parks, Planning & Recreation area is currently being undertaken to ensure Council is positioned and structured appropriately to achieve the objectives of the Community Strategic Plan. This is expected to be finalised in the last quarter of 2022 at which time the Answers to the outlined question will be provided to the Ordinary Council meeting.*

At the September Ordinary Council Meeting, I put a question to Council staff regarding the performance of the Urban Ecology and Parks, Planning & Recreation areas, as outlined in the Six Monthly Report (Item 15 – Six Monthly Progress Report). Noting the importance of these two areas and these two areas having a large proportion of actions ‘On Hold’ (pg 15). The General Manager responded that underperformance was due to difficulty with recruiting qualified staff. Further to this: Questions

Inner West Council – Six Monthly Report from January to June 2022

## Measuring Progress – Summary

The six-monthly report outlines progress against the 188 actions in the Operational Plan 2021-2022.

As of 30 June 2022:

- 87% of actions are on track or completed
- 13% of actions are behind schedule, on hold or rescheduled

Status breakdown

- On track 106 (57%)
- Completed 57 (30%)
- Behind schedule 12 (6%)
- On hold 6 (3%)
- Rescheduled 7 (4%)

Status of actions



Status of actions by Service



On Track (green circle) Completed (purple star) Behind Schedule (orange square) On Hold (red triangle) Rescheduled (blue diamond) Page 5

### Question

How many positions are currently in the Urban Ecology team & Parks, Planning & Recreation?

### Question

What are those positions?

### Question

How many positions are currently filled and / or vacant in the teams?

### Question

How long have the roles been vacant?

### Question

When will Council recruit for the vacant roles?

**Question**

What actions are 'On hold' for each team and why?

**Question**

How is the staff shortage impacting on the work of the Parks, Planning & Recreation and Urban Ecology teams?

**ATTACHMENTS**

Nil.

Item No: C1022(1) Item 40  
Subject: NOTICE OF MOTION: DEAMALAGAMATION RISKS  
From: Deputy Mayor Philippa Scott

### **MOTION:**

**That Council note the Confidential Report prepared by EY in relation to the potential deamalgamation of the inner west.**

### **Background**

At the meeting held on 17 August 2022, the Audit, Risk and Improvement Committee (ARIC) considered and noted an analysis of risks identified in relation to the potential deamalgamation process (the report).

The report is an initial analysis of risks and risk mitigation plans that will be necessary should the Minister decide to proceed with the deamalgamation. Ernst and Young (EY) and the Governance and Risk team undertook this initial analysis, consulting with key stakeholders responsible for relevant functions across the Council. The process identified twenty-three (23) key risks categorised by whether they primarily relate to governance, people, operational, technological or financial matters.

The risk rating criteria applied in the analysis is consistent with the risk management standard and governmental guidelines. An **‘extreme’** risk rating applies to risks which are either likely or almost certain to occur in a one-year period, and which could have **‘major’ or ‘catastrophic’ consequences**. A ‘high’ residual risk rating applies to risks which are either possible with a ‘major’ or ‘catastrophic’ consequence, or which are either likely or almost certain to occur and may have a ‘moderate’ consequence.

Risks with ‘catastrophic’ consequences are defined as those which severely impact the future operation of Council and have a widespread and long-term impact on many services, with a large and unmanageable impact on Councils budget or affect its financial viability. Risks with ‘major’ consequences have a significant impact on the operations of Council, possibly extending for days or weeks and requiring disclosure to residence. They may impact the budget by approximately or more than \$500,000.

The ARIC discussed the significant implications if Council staff were to now commence work on preparing for the potential deamalgamation and the identified mitigations but it was the strong view of management and ARIC that doing so would be extremely disruptive and dangerous for the current Inner West Council operations, by diverting resources and attention from business-as-usual activities, including ongoing work to mature and improve Council operations.

The ARIC discussed that many risks are outside of Council’s control at the present time. Or Council’s ability to mitigate them will be materially impacted by decisions made by the Minister.

This is reflected in the report, which notes on page 5 that *“There are limited existing controls that would assist in mitigating these risks, with a majority of treatment plans needing to be developed under the guidance of a Governance Committee after a decision on the proposed demerger is made by the Minister”*.

Ministerial decisions which may heighten risks or inhibit Council’s ability to mitigate them include decisions in relation to the governance arrangements during any transition (Council to

continue or an Administrator being appointed being two key options), the funding to be granted, the timing to effect any decision and as to future entity structure and boundaries.

These matters may be particularly relevant to many of the 'extreme' or 'high' residual risks identified in the report. The **five** residual risks which rated as '**extreme**' are:

1. Lack of understanding of the complexities in relation to demerger leading to unrest and frustration across residents and IWC staff.
2. Inability to establish and maintain the ICT infrastructure, systems and processes required by the demerged entities to ensure that operations can continue effectively.
3. The demerger period is declared to be unrealistic or too early, resulting in poor implementation and transition to the Demerged Councils.
4. Councils do not set themselves up to be financially sustainable resulting in instability within newly formed Councils and potentially leading to failure.
5. Major operational disruption prior to incident management and Business Continuity arrangements being established, leading to disruption in operations of essential community services provided by the Council.

There are a further eight risks with a 'high' residual risk identified in the report, encompassing issues of governance, structure, heightened risks of fraud or corruption due to disruption, cultural issues within the workforce, along with technological, operational and staffing challenges and constraints.

Even after treatment plans are implemented, many risks could remain rated 'extreme' or 'high', meaning they are not just possibilities but are anticipated to almost certainly occur during transition or shortly thereafter.

Deep consideration by the Council and the Community of these potential implications is warranted given their potential impact to the Council and ultimately on the community through impacts to the current Council and the demerged entities' ability to provide critical community services if the Minister decides the De-Amalgamation should proceed.

## **Officer's Comments:**

No further comments were required for this Notice of Motion.

## **ATTACHMENTS**

1. Confidential Report – IWC De-Amalgamation Risk Identification - *Confidential*

***This attachment is confidential in accordance to commercial information of a confidential nature (Section 10A(2)(d)(i) of the Local Government Act 1993) that would, if disclosed prejudice the commercial position of the person who supplied it.***

**Item No:** C1022(1) Item 41

**Subject:** UPDATE ON ACQUISITION OF INVESTMENT PROPERTIES

**Prepared By:** Scott Mullen - Strategic Investments and Property Manager

**Authorised By:** Kelly Loveridge - Director Corporate

## DISCUSSION

Council will move into closed session to deal with the Update on Acquisition of Investment Properties, for information which is classified as confidential under section 10A(2)(d)(c) and (Section 10A(2)(d)(ii) of the Local Government Act 1993. The matter is deemed confidential, as the matter is commercial information of a confidential nature that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business and if disclosed confer a commercial advantage on a competitor of the council.

Pursuant to section 10A(2), 10(2) and 10A(3) of the Local Government Act 1993, the media and public will be excluded from the meeting on the basis that the business to be considered is classified as confidential under section 10A(2)(d)(c) and (Section 10A(2)(d)(ii) of the Local Government Act 1993.

## ATTACHMENTS

1. Update on acquisition of investment properties - Confidential Report - *Confidential*

***This attachment is confidential in accordance to information (Section 10A(2)(c) of the Local Government Act 1993) that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business; AND commercial information of a confidential nature (Section 10A(2)(d)(ii) of the Local Government Act 1993) that would, if disclosed confer a commercial advantage on a competitor of the council.***

2. Ernst and Young Report - Shortlisted Property Initial Due Diligence - Version Eight (8) - *Confidential*

***This attachment is confidential in accordance to information (Section 10A(2)(c) of the Local Government Act 1993) that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business; AND commercial information of a confidential nature (Section 10A(2)(d)(i) of the Local Government Act 1993) that would, if disclosed prejudice the commercial position of the person who supplied it.***

**Item No:** C1022(1) Item 42  
**Subject:** REGIONAL ROAD ASPHALT MILL AND FILL CONTRACT FY22-23 (RFQ 170-22)  
**Prepared By:** Mark Bye - Project Officer  
**Authorised By:** Ryann Midei - Director Infrastructure

## DISCUSSION

On the 21 July 2022 Inner West Council invited submissions for the “Asphalt Mill and Fill Services 2022-2023 Regional Roads” from the SSROC Panel for Sustainable Pavements - RCG T2020-09. Following an evaluation of submissions received the panel seeks approval from Council to form a contract.

Tenders were evaluated in accordance with Council’s Purchasing Policy and Procedures and the Local Government Act 1993 and General Regulations 2005.

The Tender Report including the Evaluation Committee’s report, discussion and recommendation is attached as **Confidential Attachment 1**.

Council will move into closed session to deal with the Local Roads Asphalt Mill and Fill Services 2022-2023 Package 1 Tender Report, for information which is classified as confidential under section 10A(2)(d)(c) of the Local Government Act 1993. The matter is deemed confidential, as the matter is commercial information of a confidential nature that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business.

Pursuant to section 10A(2), 10(2) and 10A(3) of the Local Government Act 1993, the media and public will be excluded from the meeting on the basis that the business to be considered is classified as confidential under section 10A(2)(d)(c) of the Local Government Act 1993.

## ATTACHMENTS

1. Council Report - RFQ 170-22 RR Asphalt Mill and Fill Contract FY22-23 MB - *Confidential*  
***This attachment is confidential in accordance to information (Section 10A(2)(c) of the Local Government Act 1993) that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business.***
2. Appendix 4 Standard Financial Assessment -Procurement - *Confidential*  
***This attachment is confidential in accordance to information (Section 10A(2)(c) of the Local Government Act 1993) that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business.***
3. Appendix 3 Referee check log - *Confidential*  
***This attachment is confidential in accordance to information (Section 10A(2)(c) of the Local Government Act 1993) that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business.***

**Item No:** C1022(1) Item 43  
**Subject:** RFT 04-22-1 BUILDERS CONTRACTOR PANEL  
**Prepared By:** Chris Killeen - Facilities Management Manager  
**Authorised By:** Ryann Midei - Director Infrastructure

## DISCUSSION

As part of a select tendering process, an Expressions of Interest (EOI) was called for REOI 10-21 Building Contractors Trades Panel via Vendor Panel on 26 October 2021.

On 1 April 2022, Inner West Council invited tenders for RFT 04-22-1 Building Contractors Panel from 12 shortlisted tenderers (selected through the EOI process/assessment). Following an evaluation of the submissions received, the panel seeks approval from Council to form a Building Contractors Trades Panel contract with 5 providers.

The Tender Evaluation Report including recommendation is attached as **Confidential Attachment 1. Confidential Attachment 2** details the description of works as referred to in the recommendation.

Council will move into closed session to deal with the Building Contractors Panel Tender Report, for information which is classified as confidential under section 10A(2)(d)(c) of the Local Government Act 1993. The matter is deemed confidential, as the matter is commercial information of a confidential nature that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business.

Pursuant to section 10A(3) of the Local Government Act 1993, the media and public will be excluded from the meeting on the basis that the business to be considered is classified as confidential under section 10A(2)(d)(c) of the Local Government Act 1993.

## ATTACHMENTS

1. T 04-22-1 Tender Recommendation Report and Memo - *Confidential*

***This attachment is confidential in accordance to information (Section 10A(2)(c) of the Local Government Act 1993) that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business.***

2. RFT 04-22-1 - Builders Vendor Panel Description of Works - *Confidential*

***This attachment is confidential in accordance to information (Section 10A(2)(c) of the Local Government Act 1993) that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business.***