Council Meeting

Wednesday, 3 April 2019 at 6:30pm

Cumberland Council Chambers
Merrylands Service Centre, 16 Memorial Avenue, Merrylands
## Councillor Contact Details

### Granville Ward
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- **Clr Ola Hamed**  0405 070 007  Ola.Hamed@cumberland.nsw.gov.au
- **Clr Joseph Rahme**  0418 995 471  Joseph.Rahme@cumberland.nsw.gov.au

### Greystanes Ward
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- **Clr Ross Grove**  0418 987 241  Ross.Grove@cumberland.nsw.gov.au
- **Clr Eddy Sarkis**  0418 306 918  Eddy.Sarkis@cumberland.nsw.gov.au

### Regents Park Ward
- **Clr Ned Attie**  0419 583 254  Ned.Attie@cumberland.nsw.gov.au
- **Clr George Campbell**  0409 233 315  George.Campbell@cumberland.nsw.gov.au
- **Clr Kun Huang**  0418 911 774  Kun.Huang@cumberland.nsw.gov.au

### South Granville Ward
- **Clr Glenn Elmore**  0418 459 527  Glenn.Elmore@cumberland.nsw.gov.au
- **Clr Paul Garrard**  0414 504 504  Paul.Garrard@cumberland.nsw.gov.au
- **Clr Tom Zreika**  0449 008 888  Tom.Zreika@cumberland.nsw.gov.au

### Wentworthville Ward
- **Clr Lisa Lake**  0418 669 681  Lisa.Lake@cumberland.nsw.gov.au
- **Clr Suman Saha**  0419 546 950  Suman.Saha@cumberland.nsw.gov.au
- **Clr Michael Zaiter**  0418 432 797  Michael.Zaiter@cumberland.nsw.gov.au

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ORDER OF BUSINESS

1 Opening Prayer / Acknowledgement of Country / National Anthem
2 Notice of Live Streaming of Council meeting
3 Apologies
4 Declarations of Pecuniary & Non Pecuniary Conflicts of Interest
5 Confirmation of Previous Minutes
   C04/19-40 Minutes of the Ordinary Meeting of Council - 20 March 2019
6 Mayoral Minutes
   Nil
7 Public Forum / Invited Speakers
8 Items Resolved by Exception
9 Reports to Council
   General Manager
   C04/19-41 Legal Report - March 2019
   Director People & Performance
   Nil
   Director Finance & Governance
   Nil
   Director Community Development
   C04/19-42 Renewal and Establishment of Alcohol-Free Zones - Stage 2
   C04/19-43 Draft Cumberland Cultural Plan 2019 – 2029
   C04/19-44 Tender Evaluation Report - CCTV and Lighting Upgrades
   Director Environment & Planning
   C04/19-45 Cumberland Design Excellence Panel
   Director Works & Infrastructure
   C04/19-46 Contract Extension - Receival and Processing of Residential Kerbside Clean Up Material
   C04/19-47 Contract Extension - Mixed Solid Waste Processing Agreement
   C04/19-48 Hyland Road Reserve - Exhibition of Draft Master Plan
   C04/19-49 Tender Evaluation Report - Alterations & Additions to Friend Park Children's Centre
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### 12 Notices of Rescission

-Nil-

### 13 Questions on Notice

-Nil-

### 14 Presentation of Petitions

-Nil-

### 15 Closed Session Reports

- **C04/19-55** Proposed Closure and Sale of Part of Finns Lane, Merrylands

*Note: Included in Closed Council in accordance with Section 10A(2)(c) of the Local Government Act as the information involves information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.*
Item No: C04/19-40

MINUTES OF THE ORDINARY MEETING OF COUNCIL - 20 MARCH 2019

Responsible Division: Finance & Governance
Officer: Director Finance & Governance

RECOMMENDATION

That Council confirm the minutes of the Ordinary Meeting of Council held on 20 March 2019.

ATTACHMENTS

1. Draft Minutes - 20 March 2019  

DOCUMENTS
ASSOCIATED WITH
REPORT C04/19-40

Attachment 1
Draft Minutes - 20 March 2019
Minutes of the Council Meeting 20 March 2019

Meeting commenced at 6:31pm

Present:
Greg Cummings (Mayor) Councillor
Glenn Elmore (Deputy Mayor) Councillor
Ned Attie Councillor
George Campbell Councillor
Steve Christou Councillor
Ross Grove Councillor
Ola Hamed Councillor
Kun Huang Councillor
Lisa Lake Councillor
Suman Saha Councillor
Michael Zaiter Councillor
Toum Zreika Councillor
Hamish McNulty General Manager
Melissa Attia Director People & Performance
Daniel Cavallo Director Environment & Planning
Brooke Endycott Director Community Development
Peter Fitzgerald Director Works & Infrastructure
Richard Sheridan Director Finance & Governance

Also Present:
Charlie Ayoub Group Manager Corporate & Customer
Carol Karaki Governance Coordinator
Laith Jammal Governance Administration Officer

Opening of Meeting
The Mayor, Councillor Cummings declared the meeting open at 6:31pm.

Min.444 Change of Order of Business

Resolved (Cummings/Hamed)
That in accordance with Clause 1.6(2) of the Code of Meeting Practice, Council suspend standing orders to alter the order of business, to allow the Opening Prayers to follow the Mayoral Minute in the order of business.

Acknowledgement of Country
The Mayor, Councillor Cummings read out the following Acknowledgement of Country:

"I would like to acknowledge the traditional owners of this land – the Darug People, and pay my respects to their elders both past and present."
National Anthem
At this point in the meeting the Mayor, Councillor Cummings asked all of those in attendance to stand for the playing of the Australian National Anthem.

Notice of Live Streaming of Council Meeting
The General Manager, Hamish McNulty advised that the Council meeting was being streamed live on Council's website and members of the public must ensure their speech to the Council is respectful and use appropriate language.

Min.445 Mayoral Minute – Attack on Christchurch

Resolved (Hamed/Zreika)
That Council write to the Prime Minister of New Zealand and the Mayor of Christchurch to extend its condolences.

Following the Mayoral Minute, the Mayor, Councillor Cummings requested that the Chamber stand for a minute of silence.

The Mayor, Councillor Cummings then advised:

"Before we continue, I have been informed that Councillor Rahme's brother in law has sadly passed away. He leaves behind a wife and 4 sons. On behalf of Council, I send our sincerest condolences to Councillor Rahme and his family. Council's usual protocol is to send flowers in these instances. Councillor Rahme has specifically requested that Council instead makes an equivalent donation to the appropriate cause supporting the families of the Christchurch attack."

Prayers
In conjunction with the Mayoral Minute, and given the events of the weekend in Christchurch, Council has asked for prayers from two faiths. The Prayers were read by Father Peter Blayney from Guildford Catholic Church and Sheik Mohammed Alzoubi from Auburn Islamic Community Centre.

Min.446 Apologies/Leave of Absence
Note: Councillor Sarkis was noted as an apology as Leave of Absence was granted at the Ordinary Council Meeting held on 6 March 2019.

Resolved (Attie/Elmore)
That:
1. Councillors Garrard and Rahme be granted Leave of Absence for this Council Meeting.
2. Councillor Zreika be granted Leave of Absence for the Ordinary Council Meeting to be held on 3 April 2019.
Declarations of Pecuniary & Non Pecuniary Conflicts of Interest

The Director of Environment and Planning, Daniel Cavallo, declared a significant, non-pecuniary interest in Item C03/19-38 as his wife works for the company providing the services to Council.

Confirmation of Minutes

Min.447  C03/19-28 Minutes of the Ordinary Meeting of Council - 6 March 2019

Resolved (Attie/Christou)
That Council confirm the minutes of the Ordinary Meeting of Council held on 6 March 2019.

Min.448  Items by Exception

Resolved (Attie/Saha)
At this time of the meeting, all items on the agenda not called for discussion were moved collectively, as shown:

That item numbers C03/19-29, C03/19-31, C03/19-32, C03/19-33, C03/19-34, C03/19-35, C03/19-36, C03/19-37 and C03/19-38 be moved in bulk.

Min.449  C03/19-29 Investment Report - February 2019

Resolved (Attie/Saha)
That the report be received.

Min.450  C03/19-31 Adoption of New Model Code of Conduct & Procedures for the Administration of the Code of Conduct

Resolved (Attie/Saha)
That Council adopt the new Model Code of Conduct and Procedures for the Administration of the Code of Conduct as attached to this report.

Min.451  C03/19-32 Outstanding Construction Bonds By Suburb

Resolved (Attie/Saha)
That Council receive this report.
Resolved (Attie/Saha)

That Council:

1. Endorse the proposed preferred names of Cottage Circuit (New Road 1) and Basin Parkway (New Road 2), together with the alternative road names for both roads, for public exhibition; and

2. Proceed with finalisation of these preferred road names with the NSW Geographical Names Board (GNB) following public exhibition, subject to no objections being received. If objections are received, a further report will be provided to Council.

Resolved (Attie/Saha)

That Council:

1. Receive the minutes of the Cumberland Heritage Committee meeting held on 12 February 2019;

2. Endorse the recommendation of the Cumberland Heritage Committee, as detailed in those minutes, to make minor changes to three (3) categories to the Awards;

3. Adopt the Heritage Rebate Program Guidelines, as amended and undertake the Rebate Program in 2019 accordingly;

4. Adopt the Heritage Awards Guidelines, as amended and, undertake the Awards in 2019 accordingly;

5. Receive and note the motion carried by the Committee to acknowledge the excellent work of the staff involved in organising the bus and walking tour of heritage sites in Granville; and

6. Receive and note the motion by the nominees of the Auburn Heritage Sub-Committee.
Resolved (Attie/Saha)

That Council adopt the Prospect Hill Plan of Management incorporating the Prospect Hill Landscape Masterplan, as included in Attachment 1 and 2 of this report.

Resolved (Attie/Saha)

That Council:

1. Accept the Evaluation Panel’s recommendation to award the Contract for the construction of Mona Park Changerooms Upgrade to Axis Constructions Pty Ltd (ABN 79 002 482 359) in accordance with Clause 178(1)(a) of the Local Government (General) Regulation 2005, for an amount of $747,678.00 ex GST as the most advantageous and best value offer received.

2. Delegate to the General Manager the authority to execute the contract and any associated documents.

Resolved (Attie/Saha)

That Council write to the NSW Treasurer, advising of Council’s decision not to opt-in to reduced parking fines within the Cumberland Local Government area.

Resolved (Attie/Saha)

That Council:

1. Approve an exemption to invite Tenders in accordance with s55(3)(i) of the Local Government Act 1993, as achieving a satisfactory result by inviting tenders is considered unlikely given the existing contractor is already providing project management services to Council that are directly related to the proposed additional scope of works.

2. Endorse the engagement of RPS Group Pty Ltd for the provision of Project Management Services for the Merrylands Neil Street precinct (HB Home Improvements), to the total maximum value of $190,800 excluding GST.
Min.458  C03/19-30 Pendle Hill Commuter Car Park

Resolved (Grove/Attie)

That Council:

1. Note this report; and

2. Continue to liaise with Transport for NSW to identify a suitable location for a commuter car park in the Pendle Hill area.

Min.459  C03/19-39 Notice of Motion - Staff Allocations and Resources - Street and Town Centre Cleaning

Resolved (Attie/Zaiter)

That:

1. A report including but not limited to the following, be provided to Council regarding staff allocations and resources that are currently in use for street and town centre cleaning along with verge mowing and the general state of the LGA:
   a) The number of staff Council employs to undertake the general cleaning of the LGA including any contractors used;
   b) The number of teams and what area they look after including the number of streets they are responsible for;
   c) The number of street sweepers council owns and where and when they are deployed including how often they are used;
   d) Which town centres are cleaned and how often;
   e) The cost of implementing an LGA wide verge mowing service for the community or alternative solutions;
   f) The number of staff and/or teams required to increase the current level of services to an acceptable standard;
   g) Any equipment required to increase the current level of services to an acceptable standard;
   h) A draft service model to distribute cleaning staff and crews across the LGA according to need;
   i) The cost implications for increasing the required resources above to meet community expectations; and
   j) Investigate a strategy to better manage the issue of abandoned shopping trolleys.

2. The report include an LGA wide total amount for the above and also have the results divided in 3 parts with respect to items 1, 2 and 3.

3. The division of the 3 parts will be the East of the LGA from Rookwood cemetery to Duck River, the Centre of the LGA being the former Woodville Ward and the West of the LGA from the Merrylands Railway Line to Prospect Reservoir.

4. The report not include waste collection services, that is the collection of domestic/commercial waste bins.
5. If required, the report include staff recommendation for future expansion of the cleaning services to our town centres and wider LGA for budget purposes.

The Mayor, Councillor Cummings closed the meeting at 7:38pm.

Chairperson_________________ General Manager_________________
Item No: C04/19-41

LEGAL REPORT - MARCH 2019

Responsible Division: General Manager
Officer: General Counsel
File Number: T014916/2018
Community Strategic Plan Goal: Transparent and accountable leadership

SUMMARY

This report provides Council with a summary of legal proceedings in which Council is involved.

RECOMMENDATION

That Council receive this report.

REPORT

This report provides Council with a summary of legal proceedings in which Council is involved.

It does not include the following types of legal proceedings:

1. Proceedings that are managed by Council’s insurers;
2. Local Court Proceedings involving an appeal against a parking fine; and
3. Proceedings for the recovery of debts where those proceedings are being run by Council’s external debt collection agency.

The report is current to 28 February 2019. It does not capture changes that have occurred between that date and the date the report is considered by Council.

COMMUNITY ENGAGEMENT

There are no consultation processes for Council associated with this report.

POLICY IMPLICATIONS

There are no policy implications for Council associated with this report.
RISK IMPLICATIONS

There are no risk implications for Council associated with this report.

FINANCIAL IMPLICATIONS

There are no financial implications for Council associated with this report.

CONCLUSION

This is an information report with the Legal Register provided as a confidential attachment.

ATTACHMENTS

1. Legal report - confidential (confidential)
Item No: C04/19-42

RENEWAL AND ESTABLISHMENT OF ALCOHOL-FREE ZONES - STAGE 2

Responsible Division: Community Development
Officer: Director Community Development
File Number: C-37-64
Community Strategic Plan Goal: A safe accessible community

SUMMARY

This report outlines the renewal of 15 Alcohol-Free Zones within Greystanes, Girraween, Guildford, Merrylands, Pendle Hill, South Wentworthville, Toongabbie, Wentworthville and Westmead, which are due for renewal on 13 June 2019. It also recommends the establishment of two new Alcohol-Free Zones in Greystanes.

RECOMMENDATION

That Council:

1. Commence the mandatory consultation and notification process in accordance with the Local Government Act 1993 for the renewal of existing and proposed additional Alcohol-Free Zones in the Greystanes, Girraween, Guildford, Merrylands, Pendle Hill, South Wentworthville, Toongabbie, Wentworthville and Westmead areas as outlined in this report for a four year period.

2. Receive a further report for consideration at the conclusion of the public consultation and notification process.

REPORT

Background

At the Ordinary Meeting of Council held on 7 March 2018, Council considered a report which recommended a two stage process for the renewal and extension of Alcohol-Free Zones in Cumberland due to the different cycles across the three former Council areas.

In accordance with the Stage 1 renewals, Council resolved to:

“1. Establish 24 Alcohol-Free Zones in accordance with Section 644B of the Local Government Act 1993 in the areas within Auburn, Beral, Lidcombe, Granville, Guildford, Merrylands, Pemulwuy and Wentworthville for a four year period (26 March 2018 to 25 March 2022).”
The report also recommended that in April 2019, Council commence the review, consultation and notification process for the renewal of the remaining Alcohol-Free Zones (Stage Two) prior to their expiry on 13 June 2019.

Council has undertaken a review of the 15 existing Alcohol-Free Zones due for renewal. This report provides details of these and two additional areas in Greystanes recommended for establishment as Alcohol-Free Zones.

**The Purpose of Alcohol-Free Zones**

The purpose of Alcohol-Free Zones is to provide an early intervention measure to prevent the escalation of irresponsible street drinking to incidents involving serious crime.

Alcohol-Free Zones are enforced by the NSW Police. Any person observed to be drinking in an Alcohol-Free Zone may have the alcohol in their possession immediately seized and tipped out or otherwise disposed of.

The drinking of alcohol is prohibited in an Alcohol-Free Zone. It is important to note that Alcohol-Free Zones can only be created for a public road or part of a public road, footpath or public place that is a car park or part of a car park. The prohibition of the consumption of alcohol in other places such as parks and reserves is governed under Section 632A of the *Local Government Act 1993* as 'Alcohol Prohibited Areas'. These do not require approval of Council.

**Existing Alcohol-Free Zones Requiring Renewal (Stage Two)**

The following Alcohol-Free Zones within Greystanes, Girraween, Guildford, Merrylands, Pendle Hill, South Wentworthville, Toongabbie, Wentworthville and Westmead are due for renewal on 13 June 2019.

It is recommended that Council renew the establishment of Alcohol-Free Zones in the public road, car parking areas and adjacent footpaths for the 15 areas listed below (maps are included in Attachments 1 to 15).

**Greystanes**

- Zone 24: Nemesia Street Park Car Parks, Greystanes - Carnation Street, Greystanes (western side) - commencing from the northern boundary of 17 Carnation Street to the intersection with Nemesia Street, Greystanes; Nemesia Street (on the southern side) commencing from the intersection with Carnation Street to the intersection with Hyacinth Street; Car park on the northern side of Nemesia Street Park (accessed via Nemesia Street); Hyacinth Street (eastern side) from intersection with Nemesia Street to northern boundary of 4 Hyacinth Street; Car park on the southern side of Nemesia Street Park (accessed via Gardenia Parade); Gardenia Parade (northern side) from eastern boundary of 72 Gardenia Parade to western boundary of 78 Gardenia Parade.
- Zone 25: Darling Street Park Car Parks, Greystanes - Car park on the southern side of Darling Street Park (accessed via Darling Street); Car park on the northern side of the Darling Street Park (accessed via MacLeay Street).

- Zone 26: Bathurst Street Shopping Centre and Car Park, Greystanes - 41 to 51 Bathurst Street (southern side of Bathurst Street along the frontage of Bathurst Street Shopping Centre) incorporating the adjacent car park.

- Zone 27: Greystanes Shopping Centre, Greystanes - Merrylands Road (on the eastern side) between Cumberland Road and Braeside Road; Braeside Road between Merrylands Road and Terry Street (on the western side) and No. 146 Braeside Road (on the eastern side); Terry Street between Braeside Road and Cumberland Road; Benaud Street Laneway between Benaud Street and Cumberland Road; Cumberland Road between Terry Street and Merrylands Road.

- Zone 28: Hyland Road, Greystanes between 2 and 7 Hyland Road, 100 metres east and south of the Cumberland West Men’s Shed.

Guildford

- Zone 31: McCredie Park Car Park, Guildford - Car park on the eastern side of McCredie Park (accessed via Tamplin Road and Guildford Leagues Club).

Merrylands

- Zone 32: Merrylands Oval Car Parks, Merrylands - Car parks (servicing the Merrylands Swimming Centre, Merrylands Oval and Merrylands Park Tennis Courts) on the eastern side of Burnett Street.

- Zone 33: Hilltop Road, Merrylands between Clarence Street and the western boundary of 13 Hilltop Road (northern side); Hilltop Road between Clarence Street and the western boundary of 12 Hilltop Road (southern side).

Pendle Hill

- Zone 34: Civic Avenue, Pendle Hill between Pendle Way and Billabong Street including the Civic Park Car park (at the western end of Civic Avenue); Pendle Way, Pendle Hill (eastern side) between Stapleton Street and Joyce Street; Pendle Way (western side) between Gilba Road and Joyce Street; Joyce Street (northern and southern sides) between Pendle Way and Purdie Lane; Purdie Lane between Stapleton Street and Joyce Street incorporating the adjacent car park; Stapleton Street between Pendle Way and Purdie Lane.
South Wentworthville

- Zone 35: Ted Burge Sportsground Car Park and street frontage surrounds, South Wentworthville - Hollywood Street (south side) between Centenary Road and Richmond Street including the adjacent car parking areas; Richmond Street (western side) between Hollywood and Richmond Street; Fairmount Street (northern side) between Centenary Road and Richmond Street.

Girraween

- Zone 36: CV Kelly Park Car Park, Girraween - Car park on the southern side of CV Kelly Park (accessed via Oramzi Road).

Toongabbie

- Zone 37: Toongabbie Town Centre - Portico Parade, Toongabbie between Aurelia Street and Junia Avenue; Aurelia Street between Portico Parade and Octavia Street; “The Portico” being those sections of roads and adjacent footpaths adjacent to the perimeter of Portico Park extending between Portico Parade and Aurelia Street and Portico Parade and Cornelia Road.

Wentworthville

- Zone 38: Wentworthville Town Centre inclusive of:
  - The Kingsway (between Cumberland Highway and Station Street including The Kingsway Car Park);
  - Dunmore Street (between the Cumberland Highway and Lane Street including the car parks on the eastern and western sides of the Wentworthville Library and Community Centre (2 - 8 Lane Street), and the car park on the corner of Garfield Street);
  - Lane Street (between Dunmore and Veron Street, including the car park at 13 Lane Street, to the rear of the Wentworthville Hotel, described as Lot 29 DP 963);
  - Veron Street (between Lane Street and 57 Veron Street);
  - Station Street (between The Kingsway and McKern Street);
  - Pritchard Street (between Station Street and Garfield Street); and
  - Garfield Street (between Dunmore Street and Pritchard Street).

- Zone 39: Ringrose Park (Monty Bennett Oval) Car Parks, Wentworthville - the car park on the eastern side of Monty Bennett Oval (accessed via Cumberland Highway) and the car park on the northern side of Monty Bennett Oval (accessed via Smith Street, adjacent to the Wentworthville Leagues Club Car Park).
Westmead

- Zone 40: The western side of Hawkesbury Road, Westmead adjacent to the frontage of the Oakes Shopping Centre (74 Hawkesbury Road) between Nolan Crescent and Church Avenue and the laneway behind.

Proposed New Alcohol-Free Zones

It is recommended that Council establish two additional Alcohol-Free Zones in the public road, car parking areas and adjacent footpaths for the two areas listed below (maps are included in Attachments 16 and 17).

Greystanes

- Zone 29: Greystanes Sportsground Car Park – Car park on the northern side of Greystanes Sportsground (accessed via Merrylands Road).

  Rationale: To curtail the consumption of alcohol and anti-social behaviour in the Greystanes Sportsground and surrounding streets and locations to reduce alcohol related incidents that may cause fear and harm to local residents and the public.

- Zone 30: Daniel Street Park Car Park - Car park on the western side of Daniel Street Park (accessed via Virgil Street).

  Rationale: To curtail the consumption of alcohol and anti-social behaviour in the Daniel Street Car Park and surrounding streets and locations to reduce alcohol related incidents that may cause fear and harm to local residents and the public.

The above locations are all situated in the Cumberland Police Area Command.

Consultation for the Renewal and Establishment of Alcohol-Free Zones

All pre-existing Alcohol-Free Zones which are due for expiry, and all proposed new Alcohol-Free Zones, are required to be implemented in accordance with Section 644B of the Local Government Act 1993.

In accordance with the Ministerial Guidelines on Alcohol-Free Zones, Council must undertake a consultation process to decide if an Alcohol-Free Zone is appropriate. Once established by Council resolution, the roads, footpaths and public car parks within the zone must be signposted and notice of the zone must appear in the local press. The maximum duration of an Alcohol-Free Zone is four years, although it may be re-established at the conclusion of the original period following a review by Council of its continuing applicability.

Council has consulted with the Cumberland Police Area Command and proposes the implementation of the 17 Alcohol-Free Zones as recommended above for a four year period.
COMMUNITY ENGAGEMENT

Council will undertake a public consultation and notification process as required by Section 644A of the Local Government Act 1993.

During this period, the Cumberland Police Area Command and proprietors of the nearest liquor outlets will be requested to make representations or provide objections within the public consultation and notification period. Notification of the public consultation process will be advertised in local newspapers and on Council’s website.

Preliminary consultation with the Cumberland Police Area Command has indicated that the existing Alcohol-Free Zones are effective and support the additional Alcohol-Free Zones proposed.

POLICY IMPLICATIONS

The renewal and establishment of Alcohol-Free Zones is a key action in the Cumberland Community Safety and Crime Prevention Plan 2018 - 2022 (Action 9.5.3).

It is necessary that all applications are considered on individual merit determination and in accordance with the Local Government Act 1993 and Ministerial Guidelines. As such there are no Council policy implications for the establishment of Alcohol-Free Zones.

RISK IMPLICATIONS

There are no risk implications for Council associated with this report.

FINANCIAL IMPLICATIONS

Sufficient resourcing has been included for the manufacture and installation of the appropriate signage in the approved 2018/2019 budget. There are no further financial implications for Council associated with this report.

CONCLUSION

Section 644 of the Local Government Act 1993 requires Council to prepare a proposal of all existing and new Alcohol-Free Zones. In accordance with the Ministerial Guidelines, approval in principle is sought for the renewal of Council’s Alcohol-Free Zones in Greystanes, Guildford, Girraween, Merrylands, Pendle Hill, South Wentworthville, Toongabbie, Wentworthville and Westmead including two additional zones in Greystanes. This report commences the process for their renewal and establishment for a four year period.

Following a resolution of Council, the mandatory consultation and notification process will then commence and a report will be brought back to Council at the conclusion of this process, which is a requirement under the Local Government Act 1993.
ATTACHMENTS
1. Alcohol-Free Zone 24 - Nemesia Street Park Car Park, Greystanes
2. Alcohol-Free Zone 25 - Darling Street Park Car Park, Greystanes
3. Alcohol-Free Zone 26 - Bathurst Street Shopping Centre and Car Park, Greystanes
4. Alcohol-Free Zone 27 - Greystanes Shopping Centre, Greystanes
5. Alcohol-Free Zone 28 - Hyland Road, Greystanes
6. Alcohol-Free Zone 31 - McCredie Park Car Park, Guildford
7. Alcohol-Free Zone 32 - Merrylands Oval Car Park, Merrylands
8. Alcohol-Free Zone 33 - Hilltop Road, Merrylands
9. Alcohol-Free Zone 34 - Civic Avenue, Pendle Hill
10. Alcohol-Free Zone 35 - Ted Burge Sportsground Car Park, South Wentworthville
11. Alcohol-Free Zone 36 - CV Kelly Park Car Park, Girraween
12. Alcohol-Free Zone 37 - Toongabbie Town Centre
13. Alcohol-Free Zone 38 - Wentworthville Town Centre
15. Alcohol-Free Zone 40 - Oakes Shopping Centre, Westmead
16. Alcohol-Free Zone 29 - Greystanes Sportground Car Park, Greystanes
17. Alcohol-Free Zone 30 - Daniel Street Park Car Park, Greystanes
Attachment 1

Alcohol-Free Zone 24 - Nemesia Street Park Car Park, Greystanes
ALCOHOL FREE ZONES 24
NEMESIA STREET PARK CAR PARKS, GREYSTANES
DOCUMENTS
ASSOCIATED WITH
REPORT C04/19-42

Attachment 2
Alcohol-Free Zone 25 - Darling Street Park Car Park, Greystanes
Attachment 3
Alcohol-Free Zone 26 - Bathurst Street Shopping Centre and Car Park, Greystanes
ALCOHOL FREE ZONES 26
BATHURST STREET SHOPPING CENTRE AND CAR PARK, GREYSTANES

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Attachment 4

Alcohol-Free Zone 27 - Greystanes Shopping Centre, Greystanes
DOCUMENTS ASSOCIATED WITH REPORT C04/19-42

Attachment 5
Alcohol-Free Zone 28 - Hyland Road, Greystanes
ALCOHOL FREE ZONES 28
HYLAND ROAD, GREYSTANES

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Map projection: UTM
Coordinate System:
GDA94 Zone 59
File Name: AFZ - Zone 28
DOCUMENTS ASSOCIATED WITH REPORT C04/19-42

Attachment 6
Alcohol-Free Zone 31 - McCredie Park Car Park, Guildford
DOCUMENTS ASSOCIATED WITH REPORT C04/19-42

Attachment 7
Alcohol-Free Zone 32 - Merrylands Oval Car Park, Merrylands
ALCOHOL FREE ZONES 32
MERRYLANDS OVAL CAR PARKS, MERRYLANDS
DOCUMENTS ASSOCIATED WITH REPORT C04/19-42

Attachment 8
Alcohol-Free Zone 33 - Hilltop Road, Merrylands
ALCOHOL FREE ZONES 33
HILLTOP ROAD, MERRYLANDS
DOCUMENTS ASSOCIATED WITH REPORT C04/19-42

Attachment 9
Alcohol-Free Zone 34 - Civic Avenue, Pendle Hill
Attachment 10

Alcohol-Free Zone 35 - Ted Burge Sportsground Car Park, South Wentworthville
DOCUMENTS
ASSOCIATED WITH
REPORT C04/19-42

Attachment 11
Alcohol-Free Zone 36 - CV Kelly Park Car Park, Girraween
DOCUMENTS ASSOCIATED WITH REPORT C04/19-42

Attachment 12
Alcohol-Free Zone 37 - Toongabbie Town Centre
Attachment 13
Alcohol-Free Zone 38 - Wentworthville Town Centre
ALCOHOL FREE ZONES 38
ZONE 38: WENTWORTHVILLE TOWN CENTRE

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Attachment 14
Alcohol-Free Zone 39 - Ringrose Park (Monty Bennett Oval) Car Park, Wentworthville
ALCOHOL FREE ZONES 39
RINGROSE PARK (MONTY BENNETT OVAL) CAR PARKS,
WENTWORTHVILLE

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purpose. Use at your own risk.
DOCUMENTS ASSOCIATED WITH REPORT C04/19-42

Attachment 15
Alcohol-Free Zone 40 - Oakes Shopping Centre, Westmead
ALCOHOL FREE ZONES 40 - WESTMEAD
DOCUMENTS ASSOCIATED WITH REPORT C04/19-42

Attachment 16
Alcohol-Free Zone 29 - Greystanes Sportsground Car Park, Greystanes
DOCUMENTS ASSOCIATED WITH REPORT C04/19-42

Attachment 17
Alcohol-Free Zone 30 - Daniel Street Park Car Park, Greystanes
Item No: C04/19-43

**DRAFT CUMBERLAND CULTURAL PLAN 2019 – 2029**

Responsible Division: Community Development  
Officer: Director Community Development  
File Number: C-36-70  
Community Strategic Plan Goal: *A great place to live*

**SUMMARY**

The *Draft Cumberland Cultural Plan 2019 - 2029* has been developed to guide Council's planning of programs, services and infrastructure for arts and culture over the next ten years.

This report outlines the process Council undertook to develop the Draft Plan and recommends that the *Draft Cumberland Cultural Plan 2019 – 2029* be placed on public exhibition for a period of 28 days for consultation with the community.

**RECOMMENDATION**

That Council place the *Draft Cumberland Cultural Plan 2019 – 2029* on public exhibition for a period of 28 days, with a report to be provided back to Council following the conclusion of the exhibition period.

**REPORT**

The *Draft Cumberland Cultural Plan 2019 - 2029* provides a long term vision for culture in Cumberland to help guide Council’s decisions and work in arts and cultural development over the next ten years. The Draft Plan sets a roadmap for how cultural outcomes can be achieved collectively by Council working with other levels of government and community partners.

The Draft Plan identifies a series of priorities and actions that aim to increase opportunities for creative and cultural expression, improve access to the arts and strengthen Cumberland’s unique identity.

*Development of the Draft Plan*

Council undertook an extensive research and community engagement process to develop the Draft Plan. This included:

- Audit and mapping of existing cultural assets across Cumberland and by neighbourhood. Cultural assets mapped included heritage items, public art, food-
related businesses, cultural programs and events, cultural workers, cultural
groups and networks, cultural facilities and arts spaces.

- Auditing and benchmarking of current cultural facilities.
- Review and analysis of domestic and international leading practice approaches
to strategic cultural planning.
- Community and stakeholder engagement, including two community workshops
(93 participants), 23 stakeholder interviews, workshops with Council staff, an
online interactive cultural asset mapping tool (97 pins), and an artist/arts
organisation survey (75 respondents).
- Consultation with the following five Council Advisory and Consultative
Committees: Arts, Aboriginal and Torres Strait Islander, Youth, Culturally and
Linguistically Diverse and Heritage.

A background report, *The State of Culture in Cumberland 2019*, provides detailed
background data from this research and an evidence base which has been used to
develop the Draft Plan.

**Priority Areas**

The Draft Plan identifies five priority areas to guide Council’s planning of programs,
services and infrastructure for arts and culture.

The five priority areas include:

Priority 1: Recognising Cumberland’s Aboriginal cultural heritage
Priority 2: Celebrating strength in diversity
Priority 3: Improving cultural facilities, spaces and streets
Priority 4: Enhancing place identity and activation
Priority 5: Supporting cultural groups and individuals

The Draft Plan outlines 14 strategies and 48 actions to support and grow a creative,
culturally active and vibrant community in Cumberland over the next ten years.

**Alignment with Strategies of Council**

The implementation of the Cultural Plan will be supported by the *Draft Cumberland
Employment and Innovation Lands Strategy*, currently in development. The Strategy
seeks to foster local jobs by building on Cumberland’s comparative advantages and
fostering emerging industry sectors, including creative industries such as food and
artisan industries.

Other relevant strategies that align with actions in the Draft Plan include the
*Cumberland Events Strategy 2017 - 2019*, the *Cumberland Reconciliation Action Plan
2019 – 2021*, the *Cumberland Library Strategy 2018 – 2021*, the *Cumberland Youth
Strategy 2017 – 2021* and the *Draft Cumberland Community Facilities Strategy*
(currently in development).
**Tracking Progress and Reporting**

Implementation of the Cultural Plan has been incorporated into Council’s *Delivery Program* and *Operational Plan*. It will also be supported by an annual implementation plan which will identify the priority actions to be implemented with accompanying responsibilities, performance indicators and timeframes.

Progress against the Cultural Plan will be reported quarterly to Council as part of Council’s Corporate Planning and Reporting Framework as well as through Council’s Arts Advisory Committee. An evaluation of the Plan will be undertaken at the midway mark and at the completion of the ten year term in 2029. The results of this evaluation will be reported to Council and the community.

**COMMUNITY ENGAGEMENT**

The *Draft Cumberland Cultural Plan 2019 - 2029* will be placed on public exhibition for a period of 28 days to enable the community to have an opportunity for further input.

During the public exhibition period, the following actions and additional community engagement activities will be undertaken:

- The Draft Plan will be distributed to residents, community groups, committees and key stakeholders who participated in the engagement process to seek additional feedback and comment.
- The Draft Plan will be made available on the Council website and at Council libraries, staffed community centres and Council’s customer service centres.
- Promotion of the public exhibition period via Council’s social media channels and distribution of media releases to local papers.
- Advertisement of the public exhibition period via advertisements in the Auburn Review and Parramatta Advertiser.
- The Draft Plan will also be distributed through community and artist networks, at advisory committee and interagency meetings.


Feedback and public comments arising from the public exhibition period will be reported back to Council and used to inform the final Plan to be reported back to Council for adoption.

**POLICY IMPLICATIONS**

This is the first Cultural Plan for Cumberland Council. Actions in the *Draft Cumberland Cultural Plan 2019 - 2029* related to the *Art and Cultural Collection Policy 2017* will be implemented in accordance with the Policy.

The Plan also aligns with Council’s *Community Engagement Policy* and *Access and Equity Policy*. 
RISK IMPLICATIONS

There are no risk implications for Council associated with this report.

FINANCIAL IMPLICATIONS

Funding for the implementation of the Draft Plan has been factored into the Draft 2019/2020 Operational Budget. Council will also proactively seek funding and partnerships to support the delivery of actions outlined in the Draft Plan.

Some strategies within the Draft Plan will need to be scoped and costed further. Additional funding may need to be allocated in the coming years of the Plan when details are available.

Council will recruit a Gallery and Cultural Services Coordinator who will oversee the implementation of the Cultural Plan and monitor progress. This position is identified in the new Community Development Directorate structure with existing budget allocated in the approved 2018/2019 Operational Budget.

CONCLUSION

The Draft Cumberland Cultural Plan 2019 - 2029 is a whole-of-Council planning tool which provides direction for Council in planning for cultural infrastructure, programs and events over the next ten years. It builds on Cumberland’s rich cultural assets and sets the long term vision for culture in Cumberland.

It is recommended that the Draft Cumberland Cultural Plan 2019 - 2029 be placed on public exhibition for a period of 28 days for consultation with the community.

ATTACHMENTS

1. Draft Cumberland Cultural Plan 2019 - 2029 👇 📖
Attachment 1
Draft Cumberland Cultural Plan
2019 - 2029
DRAFT
Cumberland Cultural Plan
2019 - 2029
Acknowledgement of Country

Cumberland Council acknowledges the Darug Nation and People as traditional custodians of the land on which the Cumberland Local Government Area (LGA) is situated and pays respect to Aboriginal Elders both past, present and future.

We acknowledge the Aboriginal and Torres Strait Islander Peoples as the First Peoples of Australia.

Cumberland Council also acknowledges other Aboriginal and Torres Strait Islander Peoples living in the Cumberland Local Government Area.
Cumberland is a diverse, dynamic and growing place. Cultural expression and engagement is central to who we are as a community, connecting with our past and contributing to a strong future.

We come together in our local places, sharing our stories and unique community life through food, culture, arts and vibrant community activity to celebrate Cumberland. These cultural assets provide opportunities for us to

**Create**

**Connect**

**GROW**

our culture in Cumberland, the heartland of Western Sydney.
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Introduction

Cumberland Council recognises the important role that culture plays in shaping and defining communities, influencing our sense of self and our individual and collective identities.

The Cumberland Cultural Plan 2019 - 2029 has been developed to guide Council’s planning of events, programs and infrastructure to support a creative, culturally active and vibrant community.

The Cultural Plan sets the long term vision for culture in Cumberland and will help guide Council’s decisions and work over the next ten years. The Plan sets a roadmap for how cultural outcomes can be achieved collectively by Council, other levels of government and community partners. The Plan identifies a suite of priorities and actions that aim to increase opportunities for creative and cultural expression, improve access to the arts and strengthen Cumberland’s unique identity.

Investment and increased engagement in culture can produce numerous social and economic benefits including cohesive and connected communities, increased community health and wellbeing, reduced crime, skills development and creative and cultural industry growth.

Developed with wide input from the community, the Cumberland Cultural Plan 2019 - 2029 provides a shared vision for a creative, engaged and connected community as we grow and change.

THE CULTURAL PLAN HAS 5 KEY PRIORITIES:

PRIORITY 1:
Recognising Cumberland’s Aboriginal cultural heritage

PRIORITY 2:
Celebrating strength in diversity

PRIORITY 3:
Improving cultural facilities, spaces and streets

PRIORITY 4:
Enhancing place identity and activation

PRIORITY 5:
Supporting cultural groups and individuals
WHY DO WE NEED A CULTURAL PLAN?

As Cumberland’s population continues to grow and our lifestyles change, so too will our community’s cultural needs, expectations and interests.

Culture plays a significant role in the things that we share - our ideas and beliefs. Culture shapes who we are and how we live and is interwoven with our customs, behaviours, heritage and traditions. Culture strengthens community connections in our neighbourhoods, cities and regions; underpinning the way people use the built and natural environment. These processes contribute to a shared sense of meaning and identity.

As our urban environment changes and people from many backgrounds make Cumberland home, our town centres, streets, parks, schools, community centres, workplaces and gathering places become ever more important sites for cultural interaction. The quality of the cultural experience that people have in these spaces is determined by opportunities for participation, creativity and bringing together diverse communities as one.

Council recognises that culture is not static. It is dynamic and continually evolving, comprised of the diverse and varied perspectives and stories that give creative form to our cultural identity.
Development of the Plan

Cultural planning at the local government level is about identifying and leveraging a community’s cultural assets and resources, strengthening the management of those assets and resources and integrating them with the rest of Council’s planning activity.

This Plan was developed based on research and engagement with the Cumberland community and the cultural and community sector.

The State of Culture in Cumberland 2019 Background Report provides summaries of the research and engagement undertaken to develop this Plan.

RESEARCH

Strategic Context
Cumberland is located in the heart of Western Sydney – an area of increasing focus and investment for arts and culture. A review of relevant cultural policy and strategies and trends and directions at the international, national, state, regional and local levels informed the development of this Plan.

Demographic Analysis
Analysis of demographic data from Profile Id and Forecast Id informed an understanding of who our community is now and how we are expected to grow and change in the future. Data from Economy Id informed a geographic analysis of Cumberland’s creative industry workers.

Cultural Infrastructure Asset Audit
An audit of Cumberland’s arts and cultural infrastructure was undertaken to identify and document ‘what we have’ in terms of physical cultural infrastructure, places used for cultural and creative activities, businesses and food offerings. The audit was informed by consultation findings, Council datasets, state government datasets and desktop research.

Cultural Infrastructure Benchmarking
This Plan has been informed by benchmarking of cultural infrastructure based on planning industry standards, providing an indication of the demand for facilities and current shortfall across the Local Government Area.

Cultural Trends and Best Practice
The ways in which we plan for a healthy cultural and creative life in our communities is continually changing and evolving. Learning from best practice case studies and embracing cultural trends has guided the development of the strategies and actions identified in this Plan.

Granville Community Workshop, 2018

Wentworthville Community Workshop, 2018
COMMUNITY & STAKEHOLDER ENGAGEMENT

Community Workshops
Two community workshops were held on 21 and 23 August 2018. Workshops were open to the whole community and aimed to be creative, active and fun. The purpose of the workshops was to understand what people think culture and creativity means in Cumberland, where it happens in Cumberland, as well as opportunities for the future. Workshops were accompanied by live music from a local musician.

90+ community members participated in the workshops

Stakeholder Engagement
Twenty-three stakeholders representing local and regional cultural groups and organisations, as well as individuals with local cultural expertise were interviewed between 7 August and 7 September 2018. The purpose of the interviews was to further define culture in the Cumberland context and to identify ideas, opportunities and challenges for culture and creativity in the Cumberland area.

23 telephone interviews

Online Mapping
An online cultural asset mapping tool was available via Council’s Have Your Say page. Participants interacted with a digital map of Cumberland by placing two different types of ‘pins’ on different locations. Pin 1 asked ‘where do you experience culture now?’ (What is this place and what do you do there?). Pin 2 asked ‘do you have any ideas for creativity or culture in the future?’ (What is this place and what do you want to do there?):

39 contributors, 97 pins

Artist Survey
The Artist Survey was available online at Council’s Have Your Say page between 13 September and 26 November 2019. The survey provided insights into the needs of the artistic community in Cumberland to help inform how Council can support local artists through the provision of arts and cultural services, programs and infrastructure.

75 survey respondents

Council Committees
Council consulted a number of Advisory Committees in the process of developing this Plan. These committees included:
- Aboriginal and Torres Strait Islander Consultative (ATSIC) Committee
- Arts Advisory Committee
- Culturally and Linguistically Diverse (CALD) Advisory Committee
- Heritage Committee
- Youth Advisory Committee

5 committees consulted

Community workshop activities, 2018
What the Community Told Us About Culture

This Plan was developed by listening to and engaging with community members, artists and key stakeholders. This section summarises what we heard from the community and stakeholders.

CUMBERLAND’S ABORIGINAL RESILIENCE AND CULTURAL HERITAGE

The Darug people, including the Cannemegal or Weymial, Bidjigal, Burramattagal, Wengal and Wategora clans are the traditional owners of the Cumberland area and have cared for country here since time immemorial. There are many areas of historical, social and spiritual significance and Aboriginal sites in Cumberland, including Prospect Hill (Marrong), located in the suburb of Pemulwuy, which is associated with the Aboriginal resistance led by Pemulwuy and the meeting that marked the beginning of the long road to reconciliation. Aboriginal Peoples continue to live in the area today and feel a strong connection to their culture.

“Culture to me is a spiritual connection. That’s why Prospect Hill is so important. It helps us to understand how we used to be. It’s a reminder of where Pemulwuy used to be, of the fire reconciliation, of how we used to utilise what was around us. The land, the environment is culture. To look after the people is culture. To create communities is culture. To tap into the dreaming, which never stopped no matter how many buildings they put up, is culture.”

Jacinta Tobin, Darug language and culture specialist

CUMBERLAND’S CULTURE IS DEFINED BY OUR UNIQUE PEOPLE AND PLACES

Across engagement, people defined culture in Cumberland in relation to the energy and creativity that our unique people and places bring to the area. They would like to see more cultural and creative initiatives in Cumberland that respond to what makes our local people and places special. This can be achieved through place-based initiatives, festivals, events and infrastructure that respond to the unique character of that place.

This could help build a sense of community identity and pride, and attract more visitors to the area. It can also contribute to building a cultural identity and vision for Cumberland as a whole.

“Culture in Cumberland is about interesting people and diverse communities coming together to create. It’s about celebrating our wonderful and diverse communities.”

Richard Perkovic, Cultural Arts Collective
THERE IS STRENGTH IN CUMBERLAND’S CULTURAL DIVERSITY AND IN PEOPLE COMING TOGETHER TO SHARE THEIR STORIES, IDEAS AND CREATIVITY

Cumberland draws its strength from the incredible cultural diversity of our community. Engagement shows that people would like to see more opportunities for the people of Cumberland to come together to share and learn from each other’s stories, cultures, food, ideas and creativity. These social connections will benefit social cohesion and help build a united sense of community and identity.

“A cross-cultural film festival in Cumberland could help bring different cultural groups together and would facilitate an exchange of cultural ideas and understanding, as well as put us on the map as a destination.”

Community workshop participant

WE NEED TO UNDERSTAND WHAT WE HAVE, BUILD OUR COMMUNITY’S CAPACITY AND SUPPORT NETWORKS AND COLLABORATION

People feel that Cumberland has incredible untapped creative and cultural potential that needs to be further supported and encouraged. They want Council to work collaboratively with the community and support community capacity building and skills development. Moreover, they would like more support for collaboration and networking across sectors, between artists and creative organisations and between community cultural groups. They would like to see more information made available about existing creative practitioners, cultural groups, initiatives and opportunities available in the area.

“Investing in the Arab Theatre Studio is fantastic because it represents that Council recognises the cultural make-up of the community – and provides infrastructure and resources to people from the Arab community to make their own work.”

Michael Mohammed Ahmed, Director of Sweatshop

AFFORDABLE, QUALITY AND MULTIPURPOSE PLACES AND SPACES FOR COMMUNITY AND CREATIVES TO CONNECT, CREATE AND SHOWCASE TALENT

Engagement suggests that there is a significant need for more places and spaces in Cumberland for community and creatives to connect, create and showcase their talent. People indicated that the limited availability of local cultural infrastructure in the area negatively impacts cultural development in Cumberland. They highlighted a need for spaces for cultural production, performance, celebration and exhibition that are affordable and multipurpose. The most commonly-identified gap was in rehearsal and performance spaces for live music.

“There is such a vacuum in terms of production and performance spaces in Western Sydney that any space that Council provided would be popular – it doesn’t have to be expensive or state of the art, it could be very local, a room with only 30 seats for performance, but it could become an important hub.”

Michael D’Agostino, local resident and director of Campbelltown Arts Centre
EQUITABLE ACCESS AND OPPORTUNITIES TO ENGAGE IN CULTURE AND CREATIVITY

People emphasised the importance of supporting the needs of and opportunities for people of all ages (including young people, young women and older people), mothers and families, people from culturally and linguistically diverse backgrounds and newly arrived people to engage in culture and creativity.

“It would be good if we could have translators at the classes so more people from different cultures can attend.”

Community workshop participant

FREE, SAFE, ACTIVATED AND INCLUSIVE STREETS AND CIVIC SPACES WITH OPPORTUNITIES FOR SOCIAL CONNECTION AND CREATIVE EXPRESSION

People were enthusiastic about creative and cultural initiatives for the activation of public places, open spaces and streets that provide opportunities for incidental and informal social connections, day and night. They indicated that cultural trends such as open streets, creative public seating, street festivals, night markets and public art can help revitalise town centres, make areas safer and more welcoming and bring people together to foster a more inclusive and cohesive community.

“An outdoor street festival with food, music and craft from different cultures in Wentworthville could help activate the area and make it safe and family-friendly at night. It would help people connect and get them out walking, with positive health and wellbeing outcomes.”

Community workshop participant

FOOD, MUSIC AND DANCE BRING PEOPLE IN CUMBERLAND TOGETHER

When discussing what makes the culture of Cumberland’s town centres unique, many people discussed the role of diverse food offerings in facilitating cross-cultural exchange. People discussed the potential of cultural and creative expressions including food, music and dance to overcome potential language and cultural barriers and bring people together to share and learn from each other.

“More activities for community participation, for community members to connect to each other and to learn about each other’s creativity and culture.”

“More affordable or free activities like dance classes.”

“Activities that bond people together and overcome communication barriers - dance, music, anyone can join and dance and sing.”

- Community workshop participants
ARTIST ENGAGEMENT

Over 70 local artists and creators responded to a survey which identified priority needs to support the provision of arts and cultural services, programs and infrastructure.

Top priorities for Artist Support

| 1. Access to spaces and facilities to produce, present or develop their artform |
| 2. Connection with an artistic community for networking, learning and development opportunities |
| 3. Artistic skills development activities (classes, workshops, training) |
| 4. Financial supports including strategies and opportunities to generate income, grant writing and funding applications |

Top priorities for Artist Working Space

| 1. Larger space |
| 2. Co-location with other practicing artists |
| 3. Space more suitable to individual’s specific artistic practice |

Hidden Exhibition 2017 - S10,020 Rockwood Cemetery Sculpture Award Winner plus Peacock Gallery and Auburn Arts Studio Residency and Mentorship Award Winner - Artist Luu Nguyen 'One Thousand Crane Wishes'.
Defining culture in Cumberland

What is culture?
The Plan adopts a broad definition of culture that aligns with the NSW Government’s planning for a creative Sydney. This includes a definition of culture that considers:

- Our sense of place, our values, our diversity, our identity and our digital and place-based communities
- The different cultural and religious backgrounds found in most communities
- Things we consider valuable and want to pass on to future generations
- The material products of creative and cultural processes including organic, formal and informal processes and
- Our engagement with and participation in, creative and cultural process.

Culture encompasses diverse avenues of expression in the arts, architecture, arts, history, language, food, digital, music, education, leisure, religion, neighbourhoods, work and daily life. It is about our ability to ‘tell our story’ – an essential and defining human characteristic.

What does culture mean to the community?
Through community engagement, the Cumberland community and stakeholders defined culture as:

- People and community: Stakeholders defined culture in Cumberland in relation to the energy and creativity that people and community bring to the area. They see cultural activities and events as an opportunity to socialise and bring people together.
- Cultural diversity: Community members spoke to the strength that comes with the cultural diversity of the Cumberland community and the importance of learning about, celebrating and understanding our unique stories.
- Access and Equity: Community members emphasised the importance of equitable access to culture and creativity, including across cultural backgrounds, age and ability.
- Social capital: Most defined culture broadly in relation to the social capital that arises from community connections facilitated through culture and creativity.
- History and heritage: The community talked about the history and heritage of the area as central to cultural identity including Cumberland’s Aboriginal heritage.
- Creative expression and identity: Culture was identified as core to the identity of Cumberland and of local neighbourhoods.

Cumberland’s Cultural Spectrum

DIY COMMUNITY  MARKETS AND FOOD  WORKSHOPS / MAKER SPACES  PUBLIC SPACES, STREETS AND PARKS  PROGRAMS  PUBLIC ART  ART GALLERIES

INFORMAL  FORMAL

MEET-UPS  CREATIVE PLACES TO WORK  MUSIC  PERFORMANCE  CULTURAL FESTIVALS  LIBRARIES AND COMMUNITY CENTRES  THEATRE
The Plan in Context

Policies and research from across the globe and across levels of government in Australia recognise the importance of culture in creating sustainable, engaged and welcoming communities and enhancing quality of life.

INTERNATIONAL CONTEXT

UNESCO
The adoption of the 2005 Convention for the Protection and Promotion of the Diversity of Cultural Expressions was a milestone in international cultural policy. Through this historic agreement, the global community formally recognised the dual nature, both cultural and economic, of contemporary cultural expressions produced by artists and cultural professionals.

United Nations
The United Nations 2030 Agenda for Sustainable Development was adopted in 2015 and acknowledges, for the first time, the key role of culture, creativity and cultural diversity to solving sustainable development challenges, to advance economic growth and foster social inclusion.

STATE CONTEXT

Create NSW: NSW Arts and Cultural Policy Framework 2015, Create NSW
Create NSW is the NSW Government's arts policy and funding body. The Arts and Cultural Policy Framework 2015 is a ten-year policy framework for the arts, cultural and screen sectors and includes a strong strategic and investment focus on Western Sydney.

The Arts & Cultural Development Program provides a range of funding opportunities for NSW-based arts and cultural organisations and workers and includes a focus on opportunities for culturally diverse expression and participation.

Create NSW: Cultural Infrastructure Plan 2025+
The Cultural Infrastructure Plan 2025+ is the NSW Government's guide for the planning and delivery of cultural infrastructure that will support a thriving and dynamic cultural sector. The Plan highlights the value of cultural infrastructure, including:

- Creates jobs, generates exports and drives innovation in the wider economy.
- Attracts visitors to Sydney and New South Wales.
- Helps define Sydney as a distinctive and appealing global city where people want to live, work and invest.
- Supports urban renewal and regional economic development.
- Activates communities and neighbourhoods, improving health outcomes and facilitating learning and development.

Aboriginal Arts and Cultural Strategy, 2015 – 2018, Create NSW
The vision of the Aboriginal Arts and Cultural Strategy is "to foster a vibrant Aboriginal arts and cultural sector that affords Aboriginal people greater opportunities to participate in, share and strengthen their culture through arts practice; and develop careers and businesses in the arts and cultural sector."

NATIONAL CONTEXT

Australia Council for the Arts
The Australia Council for the Arts is the Australian Government's arts funding and advisory body. The Australia Council for the Arts Strategic Plan 2014 – 2019 outlines a vision for a culturally ambitious nation that is underpinned by diversity and deeply shaped by more than 70,000 years of continued, unbroken Indigenous storytelling. The Plan has four goals:

- Goal 1: Australian arts are without borders
- Goal 2: Australia is known for its great art and artists
- Goal 3: The arts enrich daily life for all
- Goal 4: Australians cherish Aboriginal and Torres Strait Islander art and cultures.
WESTERN SYDNEY CONTEXT

Building Western Sydney’s Cultural Arts Economy

In 2015 Deloitte released a Building Western Sydney’s Cultural Arts Economy Report which profiles Western Sydney as a “microcosm of Australian culture, with the art created in the region reflecting the nation’s diversity and aspirations, individuality and uniqueness.” And (Western Sydney) “continues to break new ground, sets new standards and rivals in excellence, art created elsewhere in Australia and overseas.”

However it also details the inequity of state and federal cultural resource expenditure in Western Sydney:

“On a per capita basis the Western Sydney Cultural Arts sector has been grossly under funded and supported ever since the region developed its first modern cultural institutions in the late 1980s and early 1990s. Today Western Sydney represents 1 in 10 Australians yet attracts only 1% of Commonwealth arts program funding and 5.5% of the state’s cultural arts, heritage and events funding.”

Recalibrating Culture: Production, Consumption, Policy, Western Sydney University

The purpose of the Western Sydney University research project Recalibrating Culture: Production, Consumption, Policy was to understand the work practices of artists and cultural practitioners who live and/or practice in Greater Western Sydney.

The study highlights the need for accessible and flexible working spaces for cultural practices in Western Sydney and for support for arts and cultural activities including through the development of artist-in-residency programs and small grants programs. The study recommends celebrating the success stories and raising the profile of arts and culture in Western Sydney through advocacy, partnerships and targeted campaigns.

Cultural Infrastructure Plan 2025+, Create NSW

The Cultural Infrastructure Plan 2025+ is the State’s first guide for the planning and delivery of cultural infrastructure. The Plan highlights the importance of supporting creativity through the provision of infrastructure for culture to be created, shared and enjoyed. It identifies significant cultural infrastructure gaps in Western Sydney, including but not limited to a need for more flexible multi-purpose spaces and affordable rehearsal and studio facilities. The Plan outlines a wide range of opportunities to enhance and expand the delivery of cultural infrastructure in Western Sydney, with a strong focus on Greater Parramatta.

LOCAL CUMBERLAND CONTEXT

Cumberland Community Strategic Plan (CSP)

Cumberland’s CSP is a ten-year plan that sets out the community’s vision for the future and strategies to achieve it. Detailed directions and actions are outlined in the four-year Delivery Program and Operational Plan. This Cultural Plan sits under the CSP and will help to deliver on the CSP vision of ‘Welcome, Belong, Succeed’.

Cumberland Council Strategies and Policies

Snapshot of Cultural Assets in Cumberland

WHAT ARE CULTURAL ASSETS?

Our cultural assets - whether they be material or immaterial, emotional or even spiritual - support and comprise the cultural and creative life of our communities. Our cultural assets may include the buildings and spaces that accommodate culture, things like concert halls, museums, parks and public spaces. People are also cultural assets central to the vibrancy of communities, including the groups, organisations and creatives that create and share their products and experiences. Stories may also be cultural assets that convey and reflect local values, identities, memories and histories and help connect people to their community and places.

Unique Neighbourhoods
(High streets, local businesses, food offering, public art, businesses, plazas, parks, community gardens, streets/ streetlife)

Our Community and Cultural Organisations and Groups
(our residents, creatives, artists and cultural workers, Arts Groups, Historical Societies, Aboriginal Organisations, Ethno-Cultural Organisations)

Festivals, Events and Programs
(Multicultural Festivals, Performing Arts Festivals, Gallery and Studio Tours, Cultural Heritage Tours, Film Festivals)

Cultural and Arts Facilities and Spaces
(Libraries, Performing Arts Centres, Interpretive Centres, Educational Institutions, Museums, Art Galleries and Places of Worship)

Significant Cultural Heritage Sites
(aboriginal culturally significant sites, buildings, Archaeological Sites, local landmarks, Heritage Conservation Areas, Environmental Heritage)

Figure 2 - Cultural resource definitions
Our Community

Cumberland is one of the most culturally and linguistically diverse LGAs in Australia, with 52.2% of residents born overseas from more than 150 different countries and 66% of residents speaking a language other than English (compared to 35.8% in Greater Sydney).

1,362 People identified as being of Aboriginal and Torres Strait Islander background in the 2016 census.

Just over HALF of the people living in Cumberland were born overseas.

150 DIFFERENT COUNTRIES

From countries where English was not their first language 49.7%
That arrived in Australia within the last 5 years 25.5%

Cumberland has the second-highest percentage of people speaking a language other than English in Australia

Arabic 15.2%
Mandarin 6.3%
Cantonese 4.5%
Persian/Dari 4.5%
Tamil 3.1%

The top 5 overseas countries of birth for the Cumberland community are:

India 6.6%
China 6.5%
Lebanon 4.9%
Afghanistan 2.8%
Nepal 2.3%

Cumberland has the HIGHEST PROPORTION OF REFUGEES per capita and the highest number of people seeking asylum of any local government area in NSW. Over the past 25 years, 20,000 refugees have settled in the Cumberland area.

5,808 CULTURE AND LEISURE WORKERS

In 2016, 5,808 Cumberland residents (6.7%) worked in Cultural and Leisure occupations1. Auburn (1,129) and Lidcombe (955), Greystanes-Pemulwy (669) and Merrylands-Holroyd (637) were home to the largest number of workers from these occupations.

The most common occupations were; Chef, waiter, cook, cafe or restaurant manager, bar attendant, batista/cafe worker, Minister of religion, graphic designer, interpreter, fitness instructor and architect.

There are more than 600 COMMUNITY AND CULTURAL GROUPS within the Cumberland LGA, however very few of these are arts specific or funded and rely on volunteers to run.

FUTURE POPULATION

Cumberland’s population is forecast to grow.

216,009 in 2016
304,811 in 2036
Significant Aboriginal Cultural Heritage Sites

The Darug people, including the Cennmeggal or Weyrnaly, Bidjigal, Baramattagal, Wangal and Wategona clans are the traditional owners of the Cumberland area and have cared for country here for tens of thousands of years. There are many areas of historical, social and spiritual significance and Aboriginal sites in Cumberland, including Prospect Hill (Marong), located in the suburb of Pemulwuy, which is associated with the First Nation resistance led by Pemulwuy. Aboriginal people continue to live in the area today and feel a strong connection to their culture.

Prospect Hill

Prospect Hill, located in the suburb of Pemulwuy, has historic social and spiritual significance for Aboriginal Peoples and is on the NSW State Heritage Register. It was a place visited in pre-European times and was the site of the earliest Aboriginal Peoples’ experience of contact with European settlers and farming.

Importantly it is the area associated with the Aboriginal resistance led by Pemulwuy and the 1805 meeting which marked the beginning of the long and continuing road to reconciliation.

Prospect Creek

Prospect Creek was a traditional travel route connecting the Darug and D’harawal people. Today this creek forms the border between Cumberland Council and Fairfield City Council.

Pemulwuy

Pemulwuy, a suburb created in 2004, is located on the historic Prospect Hill and is named in honour of the Bidjigal clan leader who fought against the European colonists for his people’s right to live on their land. The suburb name was nominated by the Aboriginal and Torres Strait Islander Consultative Committee of the former Holroyd Council.

Figure 3 - Sites of Aboriginal significance and cultural heritage
Cumberland’s cultural and arts facilities and spaces

- 3 Maker Spaces (2 existing, 1 in development)
- 2 Galleries (1 existing, 1 in development)
- 3 Community Gardens
- 60+ Public Artworks
- 8 Libraries
- 1 Artist Studio
- 4 Multi-Purpose, Staffed Community Centres (3 existing, 1 in development)
- 2 Arts Spaces
- 0 Theatres or Museums
- 8 Outdoor Venues Supporting Community Events
- 14 Unstaffed Community Halls/Function Venues

*Cultural asset snapshot as at 2019
Cultural and Arts Facilities and Spaces

COMMUNITY CENTRES

One-stop-shop multipurpose community centres
Multipurpose community centres are used for a range of activities that extend beyond "arts and culture". They are important hubs for the community to come together for sharing, learning, exchange and celebration.

Cumberland currently has a dynamic network of Council owned multipurpose, staffed community centres, with one currently in development and one planned for the future.

Community spaces, halls and facilities
Community spaces are places for the community to come together, hold events, access resources, services and programs and create (among other uses). Community facilities can be designed in various forms. The types of community centres that currently exist within Cumberland include unstaffed community centres, community halls for hire, town halls, meeting rooms, youth centres and senior service centres.

Political participation is also evident throughout Cumberland as people use community spaces, both informal and formal, for a broad range of political activities. This may include, for example, civic participation and local activism activities or discussion on global issues.

LIBRARIES

Libraries are increasingly becoming known as the Third Place and as community hubs, where connections are built and where people can learn, find information, use technology and access a broad range of lifelong learning programs.

The vision in Cumberland's Library Strategy 2018 - 2021 is to "offer vibrant and inviting destinations by connecting and enhancing our community through access to information, literacy, education, lifelong learning and creativity." Cumberland currently has 8 libraries.

Most of Council's education and learning programs for both adults and children are facilitated by Council's Library Services. Children's activities include weekly sessions for babies and toddlers, as well as homework help for school aged children and school holiday activities. Programs for adults include a variety of different classes and assistance programs including English Conversation Classes, Family History Research Assistance, computer classes and help sessions, job seeking assistance, form filling services and Justice of the Peace sessions.

TOP TWO IMAGES: Barala Community Centre is one of Cumberland's recently completed one stop shop multipurpose community centres that is used for a range of community and cultural activities, for example, the Knit Knack Knitters where people can enjoy some social knitting over a cup of tea.

BOTTOM TWO IMAGES: Granville Town Hall (middle) and Auburn Posts and Writers Group (bottom).
GALLERIES

Art galleries provide exhibition spaces and may offer educational programs, as well as meeting and workshop space for artists. Galleries are often co-located with Libraries, Civic facilities and Museums.

The existing Peacock Gallery in Auburn and the arts space within the new Granville Centre (in development) are Cumberland’s primary, Council owned purpose-built arts spaces. Holroyd Art and Craft Society leases space in Merrylands from Council, however this was not purpose built for art activities.

ARTIST STUDIOS

Artist studios are creative spaces that are supported by Council for artists to produce visual arts, music and writing. New artist studios are currently being planned for the Peacock Gallery precinct in Auburn Botanic Gardens. The forthcoming Cumberland Community Facilities Strategy identifies further opportunities for adaptive reuse of some of Council's underutilised properties for creative and cultural purposes.

MAKER SPACES

Maker spaces are creative, DIY spaces where people can gather to create, invent and learn. They provide the community with access to equipment that may otherwise be inaccessible or unaffordable such as 3D printers, software, electronics, craft and hardware supplies and tools, sewing machines, creative print machines and more.

Men’s Sheds

Cumberland has two Men’s Sheds with another currently being established. The Auburn City Men’s Shed is a best practice example of adaptive reuse of buildings into Maker Spaces.

As our population across Australia continues to age over the next 20 years, it will be essential that older people can participate in cultural activity in spaces that are near their home and that meet their access needs and have opportunities to pass down knowledge to younger generations.

Two Men’s Sheds (Cumberland and Auburn) are located in Council owned facilities leased to the Men’s Shed operators. The third (Granville) is located in a privately owned facility.

Art Spaces

There are currently two art spaces within Cumberland. The Merrylands Community Centre includes a ceramic studio, and the Lapidary Club in Wentworthville provides a dedicated space with equipment for jewellery making, stone and craftwork.
HERITAGE SITES

Cumberland has over 350 heritage items of varying significance. Granville alone has almost a third of all Cumberland’s heritage items (103 items, 29% of heritage items in Cumberland). Guildford has the second highest quantity of heritage items (29%) followed by Wentworthville (11%) and Merrylands (9%).

Two key built heritage places were identified by the community and stakeholders as sites that could be utilised for more cultural activities in the future.

State heritage

The State listed heritage items in Cumberland include;

- Prospect Hill and Prospect Reservoir and surrounding areas
- The former Lidcombe Hospital Site (Heritage Conservation Area)
- Linnwood House and Boothtown Aqueduct in Guildford
- Rockwood Cemetery (part of)
- Crest Theatre and Granville Town Hall in Granville
- Electricity Substation No.167 in Auburn.

PUBLIC ART

There are over 60 public artworks across Cumberland. Council’s collection includes large scale sculpture, murals, mosaics, glassworks and an art bike rack series.

Public art is widely recognised to have the benefits of making, reflecting and revealing local cultural character and contributing to the creation of place identity.

Cumberland Council supports a diverse range of public art forms from integrated permanent artwork to temporary and installation art projects. Council creates and encourages public art of a high standard of artistic quality and originality, with a priority for works that inspire strong community engagement, are significant to and reflective of Cumberland and created by artists with a connection to area.

OUTDOOR VENUES

In Cumberland there are eight main parks that support community and cultural events; Wyatt Park, Hoxton Gardens, Auburn Park, Granville Park, Auburn Botanic Gardens, Progress Park, Civic Park and Central Gardens.

COMMUNITY GARDENS

There are three community gardens located within Cumberland. The community identified these gardens as places where they can come together and share their cultures through food and common activities.

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1 The public art pieces was based on the best information made available by Council at the time of publishing this report. The total number of public artworks does not include heritage items, war memorials or signal boxes.

TOP IMAGE: Boothtown Aqueduct
MIDDLE IMAGE: Pattern Cultural and Natural by Cleb Mualla and Agaleta Pasqua, Auburn Central, Auburn
MIDDLE BOTTOM: Civic Park, Penrith Hill
BOTTOM IMAGE: Friendship Garden, Auburn
Festivals, Events and Programs

EVENTS

Cumberland Council delivers a diverse program of events each year ranging from major community events to local cultural based events such as:

- Australia Day celebrations
- Diwali Festival
- Lunar New Year
- Sydney Cherry Blossom Festival
- Refugee Camp in My Neighbourhood.

All of these celebrations are held in Cumberland’s open space and public domain – reinforcing the importance of our streets and places as outdoor venues for festivals, events and celebrations.

COUNCIL RUN CULTURAL PROGRAMS

Council delivers and facilitates a range of programs that support community connections, learning and creative and cultural expression.

These include activities and workshops for the community to engage in Creative Arts, Health & Fitness, Education & Learning and Food & Culture. These programs take place at community facilities across Cumberland and cater to a wide range of groups, including seniors, children and young people and people speaking a language other than English. These include:

- Creative Arts Programs include Peacock Gallery’s weekly Creative Connections art activities for all ages and abilities, Makers Circle and regular public programs connected to the exhibition program at the Gallery. Other programs include community choirs and a range of social clubs such as book clubs, knitting clubs, a creative writing club, a movie club and a board games club.

- Health, Fitness and Recreation Programs aiming to increase the health and wellbeing of the Cumberland community are provided, including pilates, Zumba, bootcamp and table tennis, as well as a Bollywood fitness class for women only.

- Children and Young People Programs include various play and story time groups including multicultural playgroups, school holiday programs, after school programs, sport camps, and homework support. Council’s Youth Team also offer a range of programs for young people including music, dance, girls only programs and youth-led Youth Week events.

- Over 55s Programs include gentle fitness classes, painting classes, a Yarn Up program for Aboriginal and Torres Strait Islander people, and computer support.
Our Unique Neighbourhoods

Arts and culture can maintain, reflect and strengthen neighbourhood character. As our LGA continues to grow and change, embedding arts, culture and opportunities for creativity in all aspects of how our area is planned, designed, built, programmed and lived becomes essential to achieving enhanced liveability across Cumberland.

Cumberland has a number of neighbourhoods where people come together to shop, work, study, socialise and relax. These neighbourhoods play a vital role in facilitating the incidental social connections that support creative and cultural life and foster community cohesion and resilience.

From the Korean hot pot in Lidcombe, to the Indian thalis in Wentworthville, cultural diversity in Cumberland is overtly visible in the types of food and local businesses that each neighbourhood has. Centres such as Granville and Auburn have a number of cultural, religious and heritage buildings that add a cultural richness to the built fabric of our LGA. Auburn Botanic Gardens, Holroyd Gardens and many of our parks, Duck River and Prospect Creek not only perform important environmental functions, but also provide informal places for us to gather, relax and play.

We asked the community: ‘What makes each of our neighbourhoods unique?’. This page selects just one of the countless things that makes them special to the people who live there.

**GRANVILLE**
A vibrant night time precinct featuring Sydney-wide famous charcoal chicken and dessert food businesses.

**AUBURN**
Auburn Botanic Gardens, home to Peacock Gallery and Auburn Arts Studio and annual Sydney Cherry Blossom Festival.

**LIDCOMBE**
Lidcombe has a concentrated Korean population, with the vibrant town centre acting as a Korean food destination.

**BERALA**
A village feel and tight knit community, with many long term residents of 10+ years.

**REGENTS PARK**
A diverse range of places of worship including multiple Hindu temples, a Pentecostal Church and a Mosque.

1 A detailed summary is provided in the State of Culture in Cumberland 2019 Background Report.
Business, Food and Culture

Cumberland has over 23,250 businesses operating across the area¹. 750 of these are food related businesses.

FOOD RELATED BUSINESSES

Food is an important part of culture and identity in Cumberland. There are over 750 food businesses operating in Cumberland.

- Over 200 of those are restaurants.
- There are over 150 fresh food / grocer / supermarket businesses in Cumberland and 22 convenience stores.
- There are close to 90 cafes in Cumberland.
- There are close to 90 bakeries in Cumberland.
- Auburn and Merrylands each have approximately 20% of all food businesses in Cumberland.
- 100% of Korean food businesses are in Lidcombe.

FOOD RELATED PROGRAMS

Food and culture programs reflect the vital role that food plays in Cumberland and in facilitating cross-cultural connections. Recurring programs include cooking classes delivered by local chefs and home cooks. Walking food and cultural tours led by local tour guides provide a unique opportunity to learn about the rich local culture while sampling some of the most delicious food in Sydney.

Programs showcase the diverse cuisines of the local community with various classes and tours focussing on Afghan, Iranian, Pakistani, Ethiopian, Turkish, Middle Eastern, Sri Lankan, Korean, Mongolian cuisines and more.

¹ Based on Council’s Registered Businesses database, 03/18
Priority Areas and Action Plan

Five priority areas have been identified to guide Council’s planning of programs, events and infrastructure to support a creative, culturally active and vibrant community.

**CULTURAL PLAN PRIORITY AREAS:**

**PRIORITY 1:** Recognising Cumberland’s Aboriginal cultural heritage

**PRIORITY 2:** Celebrating strength in diversity

**PRIORITY 3:** Improving cultural facilities, spaces and streets

**PRIORITY 4:** Enhancing place identity and activation

**PRIORITY 5:** Supporting cultural groups and individuals

**OUR APPROACH**

Culture in Cumberland is delivered both formally and informally by an ecosystem of government, arts and creative industry sector, stakeholders, businesses, creatives and residents.

To be successful this Plan needs to be delivered in partnership with a range of stakeholders. The roles of each are outlined below.

**COUNCIL’S ROLE INCLUDES:**

- To engage with and respond to the changing needs of our growing community.
- To develop policy and provide services, programs, events and activations.
- To support and champion local creatives, community groups and organisations and our cultural achievements.
- To commission local artists for public art projects.
- To plan for, manage and maintain cultural facilities, creative spaces and open air cultural venues that meet our community’s needs.
- To advocate and facilitate relationships and funding arrangements with state government and industry and advocating the shared vision for culture and creativity in Cumberland.

**ROLE OF DELIVERY PARTNERS INCLUDE:**

- Businesses and organisations: provide venues to participate in or view culture, host events and help to activate our local neighbourhoods.
- Artists and creatives: live/work, creation and collaboration.
- State Government: funding of significant projects, policy and investment.
- Local community: participation in and/or delivery of events and activities, shopping local, creation and activation.
RECOGNISING CUMBERLAND’S ABORIGINAL CULTURAL HERITAGE

Our culture starts with the Darug People. We will embrace opportunities to amplify recognition of significant places, events and people within our community.

**AIMS**
- Recognise and showcase Aboriginal places of social, cultural and spiritual significance.
- Local Aboriginal stories are shared and we learn from Aboriginal resilience.

<table>
<thead>
<tr>
<th>Strategy</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.1 <strong>Continue to protect, celebrate and raise awareness of significant Aboriginal heritage sites and special places in Cumberland LGA</strong></td>
<td>Implement the Prospect Hill Plan of Management to enhance Prospect Hill as a site of Aboriginal cultural significance and the first act of reconciliation.</td>
</tr>
<tr>
<td>1.2 <strong>Work with partners to share, strengthen and maintain Aboriginal and Torres Strait Islander culture through a range of programs</strong></td>
<td>Develop and implement programs for public art, interpretive signage and performance throughout the Cumberland LGA.</td>
</tr>
<tr>
<td>1.3 <strong>Promote the significance of the First Australians’ history and contemporary cultures through the provision of a new Aboriginal Education/ Cultural facility in Cumberland</strong></td>
<td>Implement cultural, creative and activation initiatives as identified in the Cumberland Reconciliation Action Plan that showcase Aboriginal and Torres Strait Islander culture.</td>
</tr>
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<td></td>
<td>Plan and develop the Aboriginal Cultural Centre at Prospect Hill as identified in the Prospect Hill Plan of Management.</td>
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<td></td>
<td>Seek funding and partnerships to promote and expand the delivery of Aboriginal cultural programs and support the establishment of the Aboriginal Cultural Centre.</td>
</tr>
</tbody>
</table>
CELEBRATING STRENGTH IN DIVERSITY

Our diversity is one of our greatest strengths. We will recognise and enhance opportunities to build on this great asset and showcase Cumberland’s unique cultural profile.

AIMS
- Cumberland has a strong identity reflective of its diversity.
- Cumberland is known for its multicultural festivals and events.
- Cultural participation is accessible for all ages, cultures, genders and abilities.

<table>
<thead>
<tr>
<th>Strategy</th>
<th>Action</th>
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<tbody>
<tr>
<td>2.1 Build a strong cultural identity for Cumberland reflective of its diversity</td>
<td>Continue to deliver a diverse range of events and festivals that are reflective of the local communities of Cumberland.</td>
</tr>
<tr>
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<td>Promote Cumberland’s unique cultural experiences and assets to attract visitors to the area.</td>
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<td>Promote Cumberland’s rich food culture through supporting and delivering culturally diverse, food focussed programs and new initiatives across Cumberland.</td>
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<td>Support community-led cultural events through Council’s Community Grants Program.</td>
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<td>2.2 Increase opportunities for all people to participate in cultural activities and exchange</td>
<td>Support community-led initiatives that provide opportunities for community connections and cross-cultural understanding.</td>
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<td></td>
<td>Support opportunities that create a welcoming place to connect new arrivals, encourage civic participation, and share local stories and learn.</td>
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</tbody>
</table>
# PRIORITY 3: IMPROVING CULTURAL FACILITIES, SPACES AND STREETS

Our facilities, spaces and streets support our cultural life. We will have a network of spaces and places that promote cultural participation and creativity.

## AIMS
- Cumberland has a network of affordable, fit-for-purpose, cultural and arts facilities that enable both programmed and community-led participation.
- Increase participation in arts and culture through new and improved spaces.
- Our streets, public spaces and parks are platforms and incubators for creativity and cultural expression.

<table>
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<tr>
<th>Strategy</th>
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<tbody>
<tr>
<td><strong>3.1 Deliver a network of cultural facilities for increased participation and creation of arts and cultural activity</strong></td>
<td>Undertake joint planning and collaboration with neighbouring councils to advocate to the State Government to locate one major performance/cultural space to support major cultural infrastructure in the region.</td>
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<td>Enhance and increase the number of cultural spaces across the Cumberland LGA through the integration of spaces in new community facility developments. Priority areas include Granville, Wentworthville and Merrylands.</td>
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<td>Investigate opportunities to repurpose existing underutilised assets for cultural uses such as artist studios, writing spaces, maker spaces, exhibition and performance spaces or cultural organisational space.</td>
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<td>Implement the expansion of the Peacock Gallery to increase artist studio space.</td>
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<td>Improve facilities at Auburn and Granville Town Halls to support performance and live music.</td>
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<td>Protect and create opportunities for creative industries, maker spaces, technology use and education to expand and grow in our town centres, community facilities and industrial areas.</td>
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<td>Strategy</td>
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<tr>
<td>3.2 Support the establishment of new cultural venues in Cumberland</td>
<td>Work with NSW government to identify opportunities for new cultural venues to be located in the Cumberland LGA.</td>
</tr>
<tr>
<td></td>
<td>Partner with local business and other community partners to increase live music venues in Cumberland.</td>
</tr>
<tr>
<td>3.3 Improve the public domain, parks, heritage sites and streets to act</td>
<td>Plan and implement town centre public domain improvements to create welcoming and event-ready spaces to meet, gather and create e.g.</td>
</tr>
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<td>as cultural spaces</td>
<td>eat streets, open spaces, seating, lighting, shade and power.</td>
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<td>Support and encourage the use of parks and public spaces as both every day and special events cultural and creative spaces.</td>
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<td>Implement the Auburn Botanic Gardens Masterplan to increase local and major event opportunities and public art within the Gardens.</td>
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<td>Undertake improvements identified in the Wyatt Park Masterplan to increase opportunities for hosting cultural events in the Park.</td>
</tr>
</tbody>
</table>
**PRIORITY 4: ENHANCING PLACE IDENTITY AND ACTIVATION**

Our neighbourhoods and town centres are distinctive, interesting and lively. We will retain the strong sense of place, local stories and unique character to activate our neighbourhoods.

**AIMS**
- Create opportunities for public art projects and innovative town centre projects and designs to amplify the unique identities of Cumberland’s communities.
- Attract creative industries and cultural organisations to the Cumberland area.
- Increase opportunities for residents, businesses and visitors to participate in cultural and creative life in Cumberland’s neighbourhoods.
- Support local businesses, both established and aspiring, to contribute effectively to local cultural and creative destinations, to create opportunities for upskilling of local people and to facilitate a cross-cultural exchange through food, retail offerings, festivals and events.

<table>
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<th>Strategy</th>
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<tbody>
<tr>
<td>4.1 Retain and amplify the strong sense of place, distinct identities, local stories, cultural assets and creative energy as our neighbourhoods and town centres continue to grow and develop</td>
<td>Develop and implement Public Domain Plans for town centres and precincts to strengthen place identity and cultural expression including public art. Establish Granville as a cultural precinct, including exploring the feasibility of repurposing the Granville Library site as a heritage centre. Support and develop projects that document and share significant heritage sites and stories in Cumberland. Continue to deliver the Cumberland Heritage Awards and Cumberland Local Heritage rebate Program to promote, maintain and protect local heritage assets and local history. Seek funding and partnerships to explore cultural activities to promote and activate local cultural and heritage sites in Cumberland. Explore the establishment of a hoarding public art program.</td>
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<tr>
<td>4.2 Increase activation of town centres and neighbourhoods</td>
<td>Explore opportunities to enhance the Night Time Economy of key town centres to support an active street life after 6pm.</td>
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<td>Strategy</td>
<td>Action</td>
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<tr>
<td><strong>4.3</strong> Facilitate access to suitable spaces in order to attract creative industries and cultural organisations to the Cumberland area</td>
<td>Investigate opportunities to establish creative and cultural clusters in Granville and Lidcombe, centred around educational and community facilities and leveraging the opportunities of industrial areas for different types of creative production. Implement a training program to support local businesses or local community members who are interested in starting a food business or market stall.</td>
</tr>
</tbody>
</table>
# SUPPORTING CULTURAL GROUPS AND INDIVIDUALS

Our community will have access to culture and creativity that is inclusive and equitable. We will champion arts, innovation, industry and broader creativity through a thriving cultural sector.

## AIMS
- Attract and support producers of culture and creativity to live and work in the area.
- Cumberland is a cultural hub of ideas, imagination and creative leadership.
- Support collaboration and information-sharing between cultural and creative organisations.
- There is accessible information available on cultural groups and organisations, events and activities.
- People of all ages, cultures, genders and abilities are provided opportunities to engage in culture and creativity.

<table>
<thead>
<tr>
<th>Strategy</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>5.1 Support producers of culture and creativity to live and work in Cumberland.</td>
<td>Provide access to free or affordable spaces for cultural, creative, arts and maker organisations and individuals.</td>
</tr>
<tr>
<td></td>
<td>Support cultural producers and artist-run initiatives through Council’s Community Grants Program.</td>
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<td>Investigate the feasibility of providing or encouraging housing in the form of artist live/work studios to attract and retain creative talent.</td>
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<td>Streamline Council’s event application and approval processes to encourage and increase community-delivered events and activities.</td>
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<td></td>
<td>Support the local cultural sector through business support and training programs and promoting funding and partnership opportunities.</td>
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<td></td>
<td>Support programs that connect new arrivals and other community members and provide opportunities for them to produce, exhibit and sell their work locally, including leveraging artisanal or professional skills.</td>
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<tr>
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<tr>
<td><strong>5.2</strong> Support collaboration through improved access to information about cultural groups, events and programs.</td>
<td>Support groups to scale up, promote and amplify their cultural initiatives and projects through education programs and increased opportunities to showcase work locally. Create and maintain publicly accessible information about available spaces throughout Cumberland for arts and cultural use.</td>
</tr>
<tr>
<td><strong>5.3</strong> Increase opportunities for networking, collaboration and sharing between groups and individuals.</td>
<td>Facilitate cultural sector networking activities and collaboration. Support projects and platforms that provide opportunities for creatives and the community to connect and share stories and skills. Leverage off the Cumberland community’s diverse range of untapped skills and focus on skill-sharing to facilitate social connections. Actively promote and increase participation in local artist support and cultural networks. Explore opportunities to host cross-cultural film festivals in Cumberland. Investigate programs to connect people through creative and cultural programs as well as opportunities for cross-cultural and inter-generational sharing of cultural knowledge and experiences. Increase opportunities for people to participate in creative and cultural programs at Council libraries and community centres.</td>
</tr>
</tbody>
</table>
Monitoring and Evaluation

HOW WILL WE MEASURE OUR SUCCESS?

Implementation of the Cultural Plan is incorporated into Council’s Delivery Program and Operational Plan with timeframes identified.

An annual report of the implementation actions and progress of the Plan will be provided to Council each year. The Cultural Plan will be reviewed at quarterly intervals and if necessary adjusted to reflect operational and funding considerations. A review and evaluation of the Cultural Plan will be undertaken at the completion of the ten-year term (2019-2029). The results will be reported to Council and the community.

PERFORMANCE INDICATORS

Indicators are important in demonstrating progress in the implementation of the Plan.

<table>
<thead>
<tr>
<th>Priority</th>
<th>Outcome</th>
<th>Data Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>Priority 1: Recognising Cumberland’s Aboriginal cultural heritage</td>
<td>Increased recognition and awareness of Aboriginal and Torres Strait Islander culture</td>
<td>Aboriginal and Torres Strait Islander community feedback, Program and initiative participant and visitor feedback and data</td>
</tr>
<tr>
<td>Priority 2: Celebrating strength in diversity</td>
<td>Increased profile of Cumberland’s diversity</td>
<td>Event participant feedback and data, Community Grants Program data</td>
</tr>
<tr>
<td></td>
<td>Increased participation in cultural activities</td>
<td>Program participant feedback and data</td>
</tr>
<tr>
<td>Priority 3: Improving cultural facilities, spaces and streets</td>
<td>Increased quality and quantity of facility and public domain spaces for cultural uses</td>
<td>Cultural facility floor space data, Facilities booking data</td>
</tr>
<tr>
<td></td>
<td>Increased use of spaces for cultural uses/activities</td>
<td>Open space bookings data</td>
</tr>
<tr>
<td>Priority 4: Enhancing place identity and activation</td>
<td>Increased profile and enhanced identity of Cumberland’s unique places</td>
<td>Community Satisfaction Survey (satisfaction with appearance of local areas and heritage sites)</td>
</tr>
<tr>
<td></td>
<td>Increased activity in town centres</td>
<td>Heritage programs participant feedback and data, Local business feedback, Open space bookings data</td>
</tr>
<tr>
<td>Priority 5: Supporting cultural groups and individuals</td>
<td>More supported and connected cultural sector</td>
<td>Cumberland cultural sector survey and feedback</td>
</tr>
<tr>
<td></td>
<td>Expanded cultural sector</td>
<td>Australian Bureau of Statistics economic data, Community Grants Program data</td>
</tr>
</tbody>
</table>
Item No: C04/19-44

TENDER EVALUATION REPORT - CCTV AND LIGHTING UPGRADES

Responsible Division: Community Development
Officer: Director Community Development
File Number: C-37-01/09
Community Strategic Plan Goal: A safe accessible community

SUMMARY

This report outlines the outcome of the tender evaluation process for tender number T-2018-060 for the CCTV and Lighting Upgrades project and recommends that Council decline to accept the tenders and invite fresh tenders based on one separable portion of the original tender.

RECOMMENDATION

That Council:

1. Reject all tenders for Tender T-2018-060, CCTV and Lighting Upgrades, in accordance with Clause 178(3) (b) of the Local Government (General) Regulation 2005 and invite fresh tenders based on one separable portion of the original tender.

2. Notify all tenderers of Council’s resolution in (1) above.

REPORT

Tender Information

<table>
<thead>
<tr>
<th>Tender Number:</th>
<th>T-2018-060</th>
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<tbody>
<tr>
<td>Tender Title:</td>
<td>CCTV and Lighting Upgrades</td>
</tr>
<tr>
<td>Advertising:</td>
<td>18 December 2018 to 15 February 2019</td>
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Background

Council’s Closed Circuit Television (CCTV) in Public Spaces Program encompasses the use of both fixed and relocatable CCTV cameras in public spaces throughout the Cumberland Local Government Area (LGA).
The existing CCTV infrastructure and the management of CCTV cameras across the Cumberland LGA varies considerably as a result of amalgamation. Council’s CCTV systems comprise a varied range of fixed cameras installed at Council facilities and car parks across Cumberland as well as relocatable CCTV cameras located primarily in town centres as well as at other crime and illegal dumping hotspot locations.

A centralised CCTV system is required to integrate and manage the hybrid of fixed and relocatable CCTV cameras across the Cumberland LGA and ensure limitations and inefficiencies with the current systems are addressed to enable expansion.

As part of the CCTV and Lighting Upgrades project, funded by the NSW Government’s Stronger Communities Fund, Council has undertaken the following work:

- An independent security consultant has been engaged to undertake a review and audit of all existing CCTV systems across Council sites (23 sites and 43 relocatable cameras);
- A comprehensive lighting assessment at each location has been completed;
- The current maintenance contracts for existing systems have been reviewed;
- Significant consultation with the NSW Police has been conducted, including identification of sites for expansion;
- Specifications and detailed design have been completed for a Video Surveillance System to meet Council and Police requirements and to enable the integration and central management of Council CCTV cameras.

In addition to funding allocated under the NSW Government’s Stronger Communities Fund, Council has also sought additional funding from State and Federal Government grants to support the integration and expansion of the CCTV in Public Spaces Program. Council has not been successful in obtaining additional funding to date.

In response to the findings of the above review and audit programs, this tender sought an appropriately licensed, qualified, trained and experienced contractor or organisation to provide a standardised and integrated security monitoring and management system for Council.

This tender specifically involved four separable portions to enable a phased expansion of different components of Council’s CCTV system. The scope of the tender included the installation of new CCTV cameras, upgrading of the associated lighting, and introduction of software and hardware to integrate and accommodate future expansion of the Council’s CCTV network.

**Tender Process**

Tenders were invited by way of public invitation. Advertisements were placed in the Sydney Morning Herald, and on the Council and the NSW e-Tender websites on 18 December 2018, and 8 and 15 January 2019. Advertisements were also placed in local newspapers on 18 December 2018 and 15 January 2019.

A pre-tender briefing was held on 24 January 2019 at 2pm. The purpose of the pre-tender briefing was to ensure that tenderers were fully informed of the scale of works
required and to provide a forum to answer questions from the prospective tenderers. A total of 16 groups or companies were represented.

The Tender portal closed on 15 February 2019.

**Details of Tenders Received**

At the close of tender, one on-time tender was received as listed below:

<table>
<thead>
<tr>
<th>Tenderer</th>
<th>ABN</th>
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<tbody>
<tr>
<td>Telstra SNP Monitoring</td>
<td>88 169 549 820</td>
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</tbody>
</table>

**Evaluation of Tenders**

The Tender Evaluation Panel consisted of three (3) Council officers with relevant expertise, a convenor and an internally appointed probity advisor. In addition, an independent external advisor was available to clarify technical matters.

**Weighted Evaluation of Tenders**

The tender received was scored against each of the weighted evaluation criteria as stated in the tender document and agreed by the Tender Evaluation Panel as follows:

- Demonstrated experience
- Schedule of key personnel, knowledge and experience
- Schedule of Implementation and Proposed Programme
- Management System
- Schedule of fees

Each Tender Evaluation Panel Member assessed and evaluated the tender received independently and scored in accordance with the predetermined weightings. The individual Tender Evaluation Panel member assessments were discussed by the Panel and a consensus score was agreed for each evaluation criteria.

Further details in relation to the Tender Evaluation Panel's assessment is included under *Attachment 1*, which is included as a confidential item with this report.

The Tender Evaluation Panel concluded that the tender received from Telstra SNP Monitoring could not be recommended for engagement. Subsequently, the Tender Evaluation Panel recommends that Council decline the submitted tender and seek new tenders based on one separable component of the original tender in order to utilise available funding provided by the NSW Government under the Stronger Communities Fund.

**COMMUNITY ENGAGEMENT**

Council invited open tenders for a period of 60 days in accordance with Clause 167 of the *Local Government General Regulation*. The Tender was advertised in the Sydney Morning Herald, local papers, and on the Council and NSW eTendering websites.
POLICY IMPLICATIONS

The Tender process was undertaken in accordance with Council’s Procurement Framework and Procedures.

RISK IMPLICATIONS:

The Tender Evaluation Panel recommends that Council decline the submitted tender and seek new tenders based on one separable component of the original tender in order to utilise available funding allocated under the NSW Government Stronger Communities Fund.

The Stronger Communities Fund is to be spent or committed by 30 June 2019 and all funding acquitted before 31 December 2019. The separable component, which involves the purchase and installation of CCTV cameras in the Merrylands CBD is achievable in this timeframe and would be dealt with under the delegated authority of the General Manager due to the amount of funding available.

FINANCIAL IMPLICATIONS:

There are no financial implications for Council associated with this report.

CONCLUSION

On the basis of all factors and considerations outlined in this report, the Tender Evaluation Panel agreed that the submission received from Telstra SNP Monitoring Pty Ltd be declined and Council seek new tenders based on one separable component of the original tender in order to meet the requirements of the NSW Government Stronger Communities Fund.

ATTACHMENTS

1. Tender Panel Evaluation Report - CCTV and Lighting Upgrades (confidential)
2. Tender Panel Evaluation Scoresheet (confidential)
Item No: C04/19-45

CUMBERLAND DESIGN EXCELLENCE PANEL

Responsible Division: Environment & Planning
Officer: Director Environment & Planning
File Number: SC629
Community Strategic Plan Goal: A resilient built environment

SUMMARY

This report provides an update on the introduction of the Cumberland Design Excellence Panel. It seeks adoption of an interim Design Excellence Panel Policy to enable establishment of the Panel, as well as details on the Design Excellence Procedures, expressions of interest for panel members, and proposed fees and charges. The report also seeks endorsement for further work to be undertaken to support the Cumberland Design Excellence Panel, including consultation on the Design Excellence Panel Policy and consideration of design competition provisions.

RECOMMENDATION

That Council:

1. Adopt the Design Excellence Panel Policy as an interim policy to enable establishment of the Panel;

2. Receive and note the Design Excellence Panel Procedures to support the delivery of the Interim Policy;

3. Receive and note recommendations for Panel members to form the Cumberland Design Excellence Panel; and

4. Endorse that further work is undertaken to support the Cumberland Design Excellence Panel, including consultation on the Design Excellence Panel Policy and consideration of design competition provisions.

REPORT

At the ordinary meeting on 5 December 2018, Council resolved to:

1. Establish a Design Excellence Panel to advise on all applications involving buildings above 25m height, including those to which Design Excellence provisions apply, and engage qualified experts for panel membership for a period of 2 years.
2. Be provided with a report on the operational process and guidelines and the recommended fees for the 2019/2020 budget.

3. Review the operation of the Panel 12 months after the formal commencement.

4. That applications proposing development below 25 metres have the option to be voluntarily referred to the design excellence panel.

An update on the progress of this resolution is provided in this report.

Interim Design Excellence Panel Policy

An Interim Design Excellence Panel Policy (Attachment 1) has been prepared to establish the principles, purpose and scope of the Design Excellence Panel. Importantly, the policy reflects the Design Excellence Panel referral triggers as per Council’s previous resolution, where applications for buildings over 25 metres and developments subject to design excellence provisions in the relevant Local Environmental Plans (LEP) will be sent to the Panel for design review. Voluntary referrals to the Design Excellence Panel will also be considered.

An interim policy has been developed as an immediate measure to enable the establishment of the Cumberland Design Excellence Panel. This will allow Council to take advantage of the Panel in considering design excellence for a range of development applications at key centres that are anticipated to be submitted in the near future for Council assessment.

Consultation will also be undertaken on the Design Excellence Panel Policy to formalise this from an interim policy to a final policy. It is proposed that the interim policy be publicly exhibited for a period of 28 days. Any submissions received will be considered prior to recommending a final policy for Council.

Design Excellence Panel Procedures

The policy will be supported by the Design Excellence Panel Procedures (Attachment 2) which provides for the detailed operations of the Panel. The General Manager will be delegated to approve, review and update the Procedures (as required) and in accordance with the interim Policy (and subsequent amendments to the policy).

The Design Excellence Procedures encompasses, but is not limited to, the following:

- Meeting frequency and capacity
- Quorum provisions
- Responsibilities of Panel members, chairperson and Panel administrator
- Meeting procedures
- Panel considerations and recommendations
- Panel membership and terms
- Conflicts of interest
- Code of conduct

The Cumberland Design Excellence Panel is available for design advice and a design excellence certificate (if provided for in the relevant LEP). For design advice, a quorum of three (3) panel members is required. For design excellence certification provided under the relevant LEP, a quorum of four (4) panel members is required, one of whom is to be a representative from the NSW Government Architect’s office (or their
nominee). Where there are an even number of panellists, the chairperson will have the casting vote.

Expressions of Interest for Panel Members

Council sought expressions of interest from highly experienced professionals with qualifications in architecture and urban design to form the Cumberland Design Excellence Panel. Expressions of interest were sought between 18 January 2019 and 20 February 2019. Advertisements were placed in the Sydney Morning Herald, local newspapers, as well as on Council’s website and social media platforms.

Council received thirteen (13) applications during the expression of interest period. These applications have been assessed against an established selection criteria by an internal evaluation panel. The selection of panel experts is based on demonstrated extensive experience, and qualifications in architecture and/or urban design. Preference was given to applicants who have demonstrated knowledge, skills and capabilities in the relevant fields through their design portfolio of major development, and/or experience assessing large scale projects on design panels.

A pool of nine experts has been identified for the Cumberland Design Excellence Panel. These experts have a range of experience in architectural and urban design fields. The preferred pool of panel members is provided in Attachment 3.

Fees and Charges

Clause 248 of the Environmental Planning and Assessment Regulation 2000 prescribes a maximum fee for referral to a design review panel of $3000 which is charged to applicants. The maximum fee of $3000 will be incorporated into the draft 2019/2020 Fees and Charges Policy.

Panellists will be remunerated for meeting attendance and associated work, with the chairperson being paid an additional fee as a function of the additional responsibilities associated with being chairperson. The NSW Government Architect’s office or their nominee will be remunerated as per the agreed rate set by the NSW Government Architect’s office. An agreed set hourly rate will be prescribed for any additional work that may be required outside of typical panel meeting activities.

Design Competition

To further increase the standard of architectural and urban design in the Cumberland area, Council can consider requiring a design competition for significant developments. A design competition is a competitive process in which architects or designers are sought to submit a proposal for a precinct, site or building either by invitation or an open tender. An independent jury of design professionals and/or panel members would select the successful design, based on an agreed set of design-related selection criteria outlined in a competition brief and associated guidelines.

A number of other Councils in metropolitan Sydney require a design competition for key sites and major developments, including Parramatta, Penrith, Strathfield and Sydney.
For these areas, costs associated with the competitive design process are borne by the developer; however, Council facilitates the evaluation and decision making process. A comparison of design competition thresholds for various Councils in metropolitan Sydney is provided in Table 1.

<table>
<thead>
<tr>
<th>Council</th>
<th>Height Threshold</th>
<th>Capital Investment Value Threshold</th>
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<tbody>
<tr>
<td>Parramatta</td>
<td>Greater than 55 metres</td>
<td>Greater than $100 million</td>
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<tr>
<td>Penrith</td>
<td>Greater than 24 metres</td>
<td>Greater than $1 million on key sites</td>
</tr>
<tr>
<td>Strathfield</td>
<td>Greater than 30 metres</td>
<td>Greater than $20 million</td>
</tr>
<tr>
<td>Sydney</td>
<td>Greater than 55 metres</td>
<td>Greater than $100 million</td>
</tr>
</tbody>
</table>

Table 1: Comparison of design competition thresholds

There are a range of factors for Council to consider if there is endorsement to undertake further work on design competition provisions. These include:

- **Setting thresholds for the design competition process.** There are a range of thresholds in place across metropolitan Sydney for design competitions that can be considered by Council. As an example, the use of the design thresholds for Parramatta and Sydney council areas (greater than 55m in height and capital investment value of more than $100 million) would lead to selected sites in the town centres of Auburn, Granville, Lidcombe, Merrylands and Wentworthville being applicable for a design competition.

- **Role of planning controls.** A design competition process must be supported by associated provisions in the relevant Local Environmental Plan (LEP) which prohibits granting of consent for certain development types in certain areas unless it has undergone a competitive design process. There is an opportunity for this to be considered as part of the new Cumberland LEP being undertaken by Council.

- **Guidelines for design competitions.** Design competitions would need to be conducted in accordance with an appropriate set of guidelines. This could be either the NSW Government Architect’s Design Excellence Competition Guidelines or a new design competition policy and procedure that is prepared by Council.

**COMMUNITY ENGAGEMENT**

Consultation to finalise the Design Excellence Panel Policy will be undertaken at a future date following the adoption of the interim policy.
POLICY IMPLICATIONS

This report outlines the delivery of Council's resolution on the Cumberland Design Excellence Panel.

RISK IMPLICATIONS

There are no risk implications for Council associated with this report.

FINANCIAL IMPLICATIONS

Financial implications are covered in the main body of this report.

CONCLUSION

Work has progressed to deliver on Council's resolution for the Cumberland Design Excellence Panel to support higher levels of architecture and urban design quality for the built form in the area.

The report seeks adoption of an interim Design Excellence Panel Policy to enable establishment of the Panel, as well as details on the Design Excellence Procedures, expressions of interest for panel members, and proposed fees and charges.

The report also seeks endorsement for further work to be undertaken to support the Cumberland Design Excellence Panel, including consultation on the Design Excellence Panel Policy to finalise this work, as well as consideration of design competition provisions to further support quality design outcomes for the Cumberland area.

ATTACHMENTS

1. Interim Cumberland Design Excellence Panel Policy
2. Cumberland Design Excellence Panel Procedures
3. Preferred Pool of Panel Members for Cumberland Design Excellence Panel
DOCUMENTS ASSOCIATED WITH REPORT C04/19-45

Attachment 1
Interim Cumberland Design Excellence Panel Policy
DESIGN EXCELLENCE PANEL

POLICY STATEMENT

Cumberland Council is committed to ensuring the highest standard of architectural and urban design is achieved for Cumberland's built environment.

PRINCIPLES

This policy aims to:

a) Support Council's Community Strategic Plan goals for a resilient built environment
b) Facilitate design excellence in development for Cumberland
c) Assist in shaping Cumberland's centres into vibrant, attractive and liveable spaces
d) Promote innovative design solutions that achieve high quality buildings and spaces for key sites
e) Encourage diverse and innovative design that is both contextually appropriate and makes a positive contribution to the architectural quality of the locality

PURPOSE

The Design Excellence Panel is established to:

a) Act as an advisory panel where applicants for significant development proposals can receive expert design feedback. This includes critical consideration of design elements and, where required, alternative design suggestions and solutions to achieve design excellence
b) Support the statutory Design Excellence provisions within Council's Local Environmental Plan
c) Provide incentive for the higher standards of architectural excellence and best practice urban design outcomes through building floor space ratio and building height bonuses, where appropriate

SCOPE

The Design Excellence Panel will consider and advise on pre-lodgement applications and development applications for the following development types within Cumberland:
Interim Policy
Design Excellence Panel

a) any development proposal subject to the design excellence provisions of a Local Environmental Plan
b) any development proposal incorporating buildings with a height greater than 25m
c) any development proposal voluntarily referred to the Design Excellence Panel by an applicant for development of any kind

REQUIREMENTS

The *Design Excellence Panel Procedures* document will stipulate the operational procedures and requirements of the Design Excellence Panel. The General Manager will have delegated authority to approve, review and update the *Design Excellence Panel Procedures* document, as may be required from time to time, to accommodate any legislative changes and facilitate process improvements.

SAVINGS PROVISIONS

This policy applies to applications submitted after the date of the adoption of this policy.

RELATED LEGISLATION

Environmental Planning and Assessment Act 1979
Environmental Planning and Assessment Regulation 2000
State Environmental Planning Policy No 65—Design Quality of Residential Apartment Development
Auburn Local Environmental Plan 2010
Holroyd Local Environmental Plan 2013
Parramatta Local Environmental Plan 2011

RELATED DOCUMENTS AND COUNCIL POLICY

Design Excellence Panel Procedures

AUTHORISATION & VERSION CONTROL

<table>
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<th>Policy Number</th>
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<td>Manager Development Assessment</td>
</tr>
<tr>
<td>Date Adopted</td>
<td>[Date (and Council Resolution No.)]</td>
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<td>Version No</td>
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<tr>
<td>TRIM Number</td>
<td>[TRIM/Policy Register Reference]</td>
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<tr>
<td>Review Date</td>
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DOCUMENTS ASSOCIATED WITH REPORT C04/19-45

Attachment 2
Cumberland Design Excellence Panel Procedures
April 2019

CUMBERLAND DESIGN EXCELLENCE PANEL PROCEDURES
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CUMBERLAND DESIGN EXCELLENCE PANEL PROCEDURES

1 INTRODUCTION

Cumberland Council is committed to ensuring the highest standard of architectural and urban design is achieved for the built environment.

The purpose of the Cumberland Design Excellence Procedure is to articulate Council’s criteria for the assessment of new prominent buildings within the Cumberland local government area (LGA) as well as any land identified in the Local Environmental Plan (LEP) Design Excellence provisions.

The Cumberland Design Excellence Panel (CDEP or the Panel) comprises professionals in architecture and urban design who will assess and contribute to design outcomes for a range of prominent and significant development proposals. The panel will also certify buildings which exhibit design excellence through the LEP statutory provisions.

2 AIMS OF THE PANEL

This Design Excellence Panel aims to:

a) Support Council’s Community Strategic Plan goals for a resilient built environment
b) Facilitate design excellence in development for Cumberland
c) Assist in shaping Cumberland’s centres into vibrant, attractive and liveable spaces
d) Promote innovative design solutions that achieve high quality buildings and spaces for key sites
e) Encourage diverse and innovative design that is both contextually appropriate and makes a positive contribution to the architectural quality of the locality

The Design Excellence Panel is established to:

a) Act as an advisory panel where applicants for significant development proposals can receive expert design feedback. This includes critical consideration of design elements and, where required, alternative design suggestions and solutions to achieve design excellence
b) Support the statutory Design Excellence provisions within Council’s Local Environmental Plan

3 APPLICATIONS TO BE REFERRED TO THE CDEP

The Panel will assess pre-lodgement applications and/or development applications for the following development types within the Cumberland:

a) any development subject to the design excellence provision of the LEP;
b) any buildings with a height greater than 25m; or
c) any development voluntarily referred to the CDEP.

Modification applications and applications for review of determination may be referred to the CDEP at the discretion of Council officers. For example, where the modifications result in significant changes to the design, Council will refer the application to the CDEP.

If an application has been referred to the CDEP at the pre-lodgement stage, a further referral to the Design Excellence Panel will generally not be required at the development application stage. An exception to this would be in circumstances where the CDEP has rejected a particular proposal and

Cumberland Council 1
CUMBERLAND DESIGN EXCELLENCE PANEL PROCEDURES

requires a complete redesign to be undertaken, or if very substantial changes have been made between the pre-lodgement stage and development application stage, other than changes requested by the CDEP.

Where there have been minor changes from the pre-lodgement stage, especially where it pertains to a development where a Design Excellence Certificate is sought, Council officers will have discretion to undertake a referral to the original panel members to seek their comments on the amendments.

Due to the scale and complexity of assessing major developments and to assist in streamlining the approval process, it is imperative that the principles of design excellence are incorporated at an early stage in the development process, particularly in regards to other relevant technical and merit-based issues that require consideration.

LEP Design Excellence

Where applicants are seeking variations to the LEP development standards under the LEP Design Excellence provisions for site(s) identified in the LEP Design Excellence maps, a referral to the CDEP must be undertaken through the pre-lodgement application process, prior to lodgement of any formal development application.

4 OPERATIONS

4.1 Documentation Requirements

Submission requirements for all development requiring referral to the CDEP will be reflected in Council’s Development Application forms and checklists. Where applications require referral to the CDEP, additional required documentation and any associated fees will be required upon lodgement.

4.2 Application Fees

An application fee will be required to be paid on lodgement of an application requiring referral to the CDEP in accordance with Council’s fees and charges and the Environmental Planning & Assessment Regulation.

This fee is in addition to any other fees and charges associated with the development application or pre-lodgement application fee.

4.3 Meeting frequency and capacity

Meetings will be undertaken on an ‘as needed’ basis following receipt of an application, but will generally not exceed more than one meeting per calendar month (unless there are exceptional circumstances).

Where Council receives an application requiring CDEP advice, the application will be forwarded to the relevant panel members as part of the preliminary assessment process. A Panel meeting will be scheduled as soon as practicable thereafter and Council’s Administration officers will advise of the meeting date providing at least seven (7) days notice for the meeting.

Each meeting will have a minimum of one (1) development proposal and a maximum of three (3) development proposals presented for consideration.

All CDEP meetings will be held in Cumberland Council offices.
4.4 Quorum

For design advice, a quorum of three (3) panel members is required.

For LEP Design Excellence advice and where a design excellence certificate is sought for exceedance of development standards, a quorum of four (4) panel members is required, one of whom is to be a representative from the NSW Government Architects office (or their nominee).

Where there are an even number of panellists, the Chairperson will have the casting vote.

4.5 Meeting Procedures

4.5.1 Prior to meeting

Council Administration Officers will provide digital copies of the relevant information to panel members prior to the meeting and as soon as practicable following receipt of an application requiring CDEP advice.

4.5.2 Responsibilities of Panel members

Prior to the meeting occurring, each Panel member is required to have:

a) Received copies of the development proposal;
b) Declared any conflict of interest*;
c) Become familiar with the proposal;
d) Inspected the site the subject of the proposal.

*A panel member who has a conflict of interest in a matter being presented before the CDEP must not be present at the Panel meeting during the deliberation of that matter.

4.5.3 Meeting

a) CDEP meetings will not be open to the public. However, proponents for the development (maximum 3 people) will be invited to attend the meeting and present their proposal.
b) Council officers responsible for the processing and handling of the relevant application will be required to attend the meeting.
c) Applicants are not permitted to directly contact panel members at any time in relation to an application the subject of a Panel meeting. Panel members are also not permitted to directly contact applicants at any time in relation to an application the subject of a Panel meeting.
d) The Panel will be chaired by one of its members who has been elected on the day of the meeting by the sitting panellists. The chair cannot be from the NSW Government Architects office or their nominee.
e) The Panel may invite the applicant to present their proposal to the Panel. Presentations should be no longer than 15 minutes in length (exclusive of question time).
f) The Panel will deliberate on the design aspects of the development and may choose to ask questions and seek clarification on aspects of the proposal from those present at the meeting.
g) The Panel may choose to dismiss any external applicants and convene in a closed session to discuss the matter.
h) Each member is entitled to one vote, and where there are an even numbers of panellists, the Chairperson will have the casting vote.
i) Each item will be allocated a maximum of 1 hour for the above deliberations.
4.5.4 Post meeting

The CDEP chair will be responsible for the preparation of the briefing notes which includes recommendations and where relevant, issuing any Design Excellence Certificates. The briefing notes and certificates (where relevant) are to be endorsed by all panel members in attendance and forwarded to Council’s Administration Officer within ten (10) calendar days of the meeting date.

If a development was referred to the Panel at the pre-lodgement stage and minor design changes were undertaken to the design for development application submission, Council officers may re-refer the application to the panelists for review to clarify if there are any changes to their initial position/comments on the development. For cases where a Design Excellence Certificate was issued for a development at the pre-lodgement stage, Council will resend the subsequent development application to the panelists to confirm that their endorsement remains unchanged. In these circumstances, the chairperson of the original panel will be required to confer with the other panel members and provide comments to Council within ten (10) calendar days of the referral.

All communication involving the administration of the CDEP is to be directed to Council’s Senior Administration Officer or Planning Panels Coordinator.

4.6 CDEP considerations and recommendations

In the Panel’s consideration of a proposal, the following must be taken into account where applicable:

a) Council’s Local Environmental Plans;
b) Council’s Development Control Plans;
c) State Environmental Planning Policy No 65—Design Quality of Residential Apartment Development;
d) Apartment Design Guide.

In assessing whether a development achieves design excellence the CDEP may elect to:

a) Support the design scheme as originally submitted; or
b) Support the design scheme with amendments, in which case, specific recommendations relating to requested design changes to address any concerns raised must be clearly detailed.
c) Not support the design scheme, in which case, the Panel may request a full re-design and that the new scheme be referred back to the Panel for further consideration.

The Panel in their minutes must not request that an application be re-referred to the Panel unless a full rejection of the application is recommended on design grounds. The Panel must instead include specific recommendations relating to the changes requested to the design to address any concerns raised.

In addition to the above, for sites identified in the LEP Design Excellence maps and where applicants are seeking variations under the associated LEP clause, the panel must be satisfied that the proposal exhibits design excellence as required by the LEP clause. In situations where the CDEP is satisfied that a development proposal exhibits design excellence, the panel will be responsible for issuing a Design Excellence Certificate (Refer to Appendix A) to the applicant with or without recommended amendments. The certificate must then be submitted with the lodgement of a development application to Council.
CUMBERLAND DESIGN EXCELLENCE PANEL PROCEDURES

5 PANEL ADMINISTRATION

5.1 Panel Membership and Terms

The Panel shall comprise of industry experts having demonstrated qualifications and experience in the fields of architecture and/or urban design. A pool of expert members shall be established and each Panel meeting shall comprise of three (3) members or four (4) members in cases involving a LEP design excellence certificate) drawn from the established pool of experts.

Where sites are seeking a Design Excellence Certificate under the LEP provisions, the Panel shall also include a representative from the NSW Government Architect's office or their nominee.

A panel member cannot be an employee or elected representative (Councillor) of Cumberland Council.

A Panel member cannot be a real estate agent or a developer.

Any member of the CDEP who is also a member of the Cumberland Local Planning Panel (CLPP), must ensure that they do not participate in the determination of any application, as a CLPP member, for which they have already provided design advice as a CDEP member.

Panel members will be appointed by the General Manager in consultation with the Director - Environment and Planning for a two-year term via expressions of interest process administered by the Planning Panels Coordinator.

In the event that a Panel member vacates their membership prior to serving the full term of their membership, an alternate member may be appointed by the General Manager where deemed necessary.

5.2 Panel Administrator

Council Administration Officers will be responsible for:

a) liaising with Panel members in regards to availability and organising Panel meetings;
b) checking submitted information for referral to relevant Panel members;
c) setting the meeting dates;
d) liaising with applicants and their architects to arrange and confirm their attendance;
e) coordinating the circulation of the agenda to Panel members;
f) arranging distribution of final briefing notes / minutes to Council officers.

5.3 Panel Chairperson

The Chairperson will be nominated by the sitting panel members prior to the meeting. The Chairperson cannot be the NSW Government Architect's office representative or their nominee.

The Chairperson will ensure that the meeting agenda is followed and that allocated timeframes are adhered to. The Chairperson will also ensure that the panel discussion remains focussed on the matter under consideration. The Chairperson will be responsible for preparation of the briefing notes which includes recommendations and issuing any Design Excellence Certificates.
CUMBERLAND DESIGN EXCELLENCE PANEL PROCEDURES

5.4 Meeting Remuneration

Panelist will be remunerated for meeting attendance and associated work. A flat rate (excluding GST) will be set per meeting as agreed upon engagement. The panel chairperson will be paid an additional fee in addition to being a panel member. The NSW Government Architect’s office or their nominee will be remunerated as per the agreed rate set by the NSW Government Architect’s office.

The specified rate is inclusive of all the work a panel member does for a meeting including (but not limited to) preparation, site visits, meeting attendance, deliberation, voting, correspondence and preparation or reviewing of briefing notes.

An agreed set hourly rate will be prescribed for any additional work needed to be undertaken not in relation to meetings as described above.

5.5 Conflict of Interest

Panel members are to ensure the highest ethical standards are maintained in the exercise of their professional duties to ensure the integrity and fairness of the decision making process is maintained.

Panel members must not unlawfully disclose or misuse any information provided to, or discussed at, the Panel meeting.

A panel member who may have a potential conflict of interest must advise the panel administrator as soon as practicable.

5.6 Code of Conduct

a) All panel members are required to understand, acknowledge and sign Council’s Code of Conduct prior to being appointed.

b) Panel members must adhere to the Code of Conduct for Local Planning Panel Members and Work Health and Safety requirements, insofar as those provisions are relevantly applicable to the members of the Panel in regards to the performance of their respective duties.

c) Panel members must act lawfully and with integrity and professionalism.

d) Panel members must comply with all requirements imposed by the Local Government Act 1993 on persons providing advice to a Council.

e) Any declarations for a conflict of interest must be disclosed prior to acceptance of meeting attendance.

f) All matters brought before the Panel are strictly confidential.

g) No panel member is authorised to make any comment to the media, through social media or to the general public in relation to any matter before the Panel or any decision of the Panel.
CUMBERLAND DESIGN EXCELLENCE PANEL PROCEDURES

APPENDIX A: DESIGN EXCELLENCE CERTIFICATE
**DESIGN EXCELLENCE CERTIFICATE**

Certificate No: xxx/2019

**PROPERTY DETAILS**

Street Address: 
Lot No: 

**PROPOSED DEVELOPMENT**

Description of Proposed Design Scheme: 

Document Identification Details: 

**CERTIFICATION**

This certificate hereby certifies that the abovementioned development has satisfied the design excellence assessment criteria detailed in Holroyd Local Environmental Plan 2013 and is worthy of:

1: An increase of [ ] metres in building height up to a maximum of [ ] metres ( [ ] storeys)
2: An increase of [ ] % in floor space ratio up to a maximum of : [ ]

Approval: 

__________________________________________
Chairperson
Cumberland Design Excellence Panel

Date: __________________________

Cumberland Council
APPENDIX B: DESIGN EXCELLENCE FLOWCHARTS
Design Excellence Panel Process Flowchart

1. Pre-lodgement application made
   - Panel meeting date set and agenda circulated
   - Panel members to attend site and review material prior to meeting
   - Design Excellence Panel meeting held
   - Design Excellence Panel meeting minutes (and certificate where applicable) sent to Council within 10 calendar days
   - Pre-lodgement meeting held
   - Final minutes sent to applicants including Pre-lodgement and Design Excellence advice / Certificate

2. Development application lodged with Council (including Certificate where applicable)
   - No significant changes to initial design and / or design advice has been followed
     - Referral to Panel to confirm endorsement
     - Assessment
   - Where no Pre-lodgement undertaken
     - Design not supported by Panel
     - Or
     - Significant changes to the design
     - Panel meeting date set and agenda circulated
     - Panel members to attend site and review material prior to meeting
     - Design Excellence Panel meeting held
     - Design Excellence Panel meeting minutes sent to Council within 10 calendar days
     - Assessment
Attachment 3
Preferred Pool of Panel Members for Cumberland Design Excellence Panel
Cumberland Design Excellence Panel - Preferred Pool of Panel Members

The successful applicants have been selected based on demonstrating qualifications and extensive experience in architecture and urban design. Collectively, the chosen pool of experts bring a strong design focused portfolio, multi-disciplinary skills as well as design review panel experience.

The preferred pool of panel members (in alphabetical order) for the Cumberland Design Excellence Panel are:

1. David Appleby, Conybeare Morrison CM+ Architecture (Architecture)
2. Ian Armstrong, Design Inc (Architecture & Urban Design)
3. Marc Deuschle, LSA Design (Landscape Architecture)
4. Ashley Dunn, Dunn & Hillam Architects (Architecture)
5. Ron Edgar, FORM Architects (Architecture)
7. Glenn O’Loughlin, SOL Architects (Architecture)
8. Aldo Raadik, Hames Sharley (Architecture)
9. Iain Stewart, Hames Sharley (Architecture)
Item No: C04/19-46

CONTRACT EXTENSION - RECEIVAL AND PROCESSING OF RESIDENTIAL KERBSIDE CLEAN UP MATERIAL

Responsible Division: Works & Infrastructure
Officer: Director Works & Infrastructure
File Number: HC-01-05-96
Community Strategic Plan Goal: A clean and green community

SUMMARY

This report seeks to extend Council’s current contract for the receival and processing of bulky waste with Dial A Dump Industries Pty Ltd.

RECOMMENDATION

That Council delegate authority to the General Manager to execute the first contract extension option in Council’s receival and processing of bulky waste contract with Dial A Dump Industries Pty Ltd.

REPORT

The former Holroyd City Council entered into a five year contract with Dial A Dump Industries Pty Ltd (DADI) to receive and process approximately 3,000 tonnes of waste generated from Council’s household clean up and illegal dumping collection services. The initial term of the contract ended on 17 February 2019.

On the 4th September 2018, Council issued a notice of intent to DADI in regards to exercising a one year extension of the contract. This will extend the termination date of the contract to 17 February 2020.

As a result of Council exercising this contract extension, Dial A Dump is proposing to vary the current material recovery percentage from 85% to 75%. This will result in a $19 increase per tonne to account for the additional waste levy costs which equates to approximately $57,000 per year.

Council has undertaken an informal market evaluation, to ensure the current contract provides Council with the most competitive rate and the proposed cost increases provided by DADI are within the current market parameters.
COMMUNITY ENGAGEMENT

There are no consultation processes for Council associated with this report.

POLICY IMPLICATIONS

There are no policy implications for Council associated with this report.

RISK IMPLICATIONS

Should Council not proceed with the contract extension, there is the potential for significant risk implications to Council, including reputational risks associated with lower levels of service delivery and financial risks associated with contractual uncertainty.

FINANCIAL IMPLICATIONS

The financial implications associated with this report can be funded from Council’s existing Domestic Waste budget.

CONCLUSION

To ensure the continuity of processing of material generated by Council’s household clean up and illegal dumping collection services, it is necessary to facilitate the extension of Council’s contract with Dial A Dump for the receipt and processing of bulky waste.

ATTACHMENTS

Nil
Item No: C04/19-47

CONTRACT EXTENSION - MIXED SOLID WASTE PROCESSING AGREEMENT

Responsible Division: Works & Infrastructure
Officer: Director Works & Infrastructure
File Number: HC-27-05-7/02
Community Strategic Plan Goal: A clean and green community

SUMMARY

This report seeks to extend Council’s current mixed solid waste processing agreement (Contract) with SUEZ Recycling and Recovery Pty Ltd, for material collected as part of Council’s garbage collection service.

RECOMMENDATION

That Council delegate authority to the General Manager to execute the first contract extension option in Council’s mixed solid waste processing agreement with SUEZ Pty Ltd.

REPORT

The former Holroyd City Council entered into a ten year contract with SUEZ Recycling and Recovery Pty Ltd (SUEZ) (formerly WSN) to receive and process approximately 30,000 tonnes of mixed solid waste (red lid bin material) at the UR-3R alternative waste treatment facility at Eastern Creek. The contract includes two (2), two year extension options, with the initial term of the contract ending on 20 March 2019.

Council notified SUEZ of its intention to take up the first contract extension option in September 2018. This will extend the current termination date of the contract to 20 March 2021.

SUEZ responded to Council’s Notice of Intention with no significant variations.

Council has informed SUEZ of its intention to harmonise Council’s waste processing and disposal contracts in December 2022. To achieve this, Council will need to consider implementing the second contract extension option with a variation to the termination date to align it with the end date for Council’s disposal contract with Veolia.

Council has undertaken an informal market evaluation, to ensure the current contract provides Council with the most competitive rate for the processing of mixed solid waste.
The recent regulatory amendments by the NSW EPA in regards to the outputs from mixed solid waste are not likely to pose any significant impact on the existing conditions of this contract.

COMMUNITY ENGAGEMENT

There are no consultation processes for Council associated with this report.

POLICY IMPLICATIONS

There are no policy implications for Council associated with this report.

RISK IMPLICATIONS

Should Council not proceed with the contract extension, there is the potential for significant risk implications to Council, including reputational risks associated with lower levels of service delivery and financial risks associated with contractual uncertainty.

FINANCIAL IMPLICATIONS

The financial implications associated with this report can be funded from Council’s existing Domestic Waste budget.

CONCLUSION

To ensure the continuity of processing of material generated by Council’s household garbage collection services, it is necessary to facilitate the extension of Council’s contract with SUEZ for the receipt and processing of mixed solid waste.

ATTACHMENTS

Nil
This report seeks approval to place the Draft Masterplan for Hyland Road Reserve on public exhibition for a period of 42 days.

RECOMMENDATION

That Council:

1. Place on public exhibition the Draft Masterplan for Hyland Road Reserve for a period of 42 days, in accordance with Section 38 of the NSW Local Government Act (1993).

2. Receive a report following the conclusion of the exhibition period detailing the results of submissions made, along with an updated version of the adopted Plan of Management incorporating the revised Landscape Masterplan.

REPORT

Background

Prior to the proclamation that formed Cumberland Council, the former Holroyd City Council received a proposal for the lease of community land at Hyland Road Reserve, Greystanes.

In response to this proposal, Council received reports in August 2016, November 2016 and at the Ordinary Council meeting on 7 June 2017, when Council, under Administration considered a final report on the proposal. This report concluded that the leasing process be abandoned and that a review of the appropriate uses for the site be undertaken and reported back to Council.

At the Ordinary Meeting of Council on 18 July 2018, Council considered a report (C07/18-137) – Hyland Road Reserve – Review of Appropriate Uses (Min. 219) and resolved:
“That Council:

1. Develop a masterplan and park design for the Hyland Road Reserve in keeping with the objectives and strategies documented in the Gipps Road & Hyland Road Regional Parklands Plan of Management 2013.

2. Ensure the design is consistent with the potential future use of the site for a community facility, in accordance with the Reserve’s General Community Use categorisation under the Local Government Act 1993.”

Current Position

The NSW Local Government Act (1993) requires Councils to prepare Plans of Management (the PoM) for all areas of community land to guide the future planning, ongoing management and development of these open space areas.

Community land as defined by regulation includes parks, sportsgrounds, natural areas, areas of cultural significance and land for general community use; and Plans of Management may be prepared on a generic, site specific or geographical basis.

The Gipps Road & Hyland Road Regional Parklands Plan of Management (2013) provides a coordinated framework for decision making, enhancement and management of the open space and aims to integrate the vision and needs of the community and Council.

This Draft Park Masterplan has been developed to reflect the objectives of the current Plan of Management and the environmental constraints detailed in recent land use assessments.

The Hyland Road Reserve is a 15.16 hectare site situated between Greystanes and Pemulwuy. The site comprises remnant Cumberland Plain woodland intermixed with open native grasslands.

It is bounded to the east by the Hyland Road Park wetlands and riparian corridor and the Greystanes 2(a) residential area, to the south by Hyland Road Park (the site for proposed future sports fields), to the north by Munro Street Park and to the west by the Lower Prospect Canal Reserve shared pathway and a proposed future residential area (Pemulwuy Southern Residential Lands).

The reserve currently has no facilities and is used for low key passive recreation such as walking and dog walking. It is isolated physically and visually from surrounding land uses, with no passive surveillance, and will remain so until the proposed development of the Pemulwuy Southern residential lands to the west and planned Hyland Road Park sports facilities to the south.

Council’s previous report on 18 July 2018 indicated there were no planning or technical grounds (environmental, traffic, heritage), which would prevent Council from developing a child-care centre or other community facility, or entering into a lease agreement with a community organisation to develop a cultural or community facility on the site sometime in the future.

Council’s objectives for the development of the Masterplan are to:
- Incorporate site analysis, research and diagrammatic information.
- Clarify and prioritise how Council will manage the land, and how the current land may be developed.
- Incorporate feedback raised in consultation with stakeholders.
- Identify improvements, existing assets and maintenance requirements and provide a list of actions and priorities.

**Hyland Road Reserve Draft Masterplan**

The Hyland Road Reserve Draft Masterplan optimises the park’s environmental and community recreation values and opportunities but is sufficiently flexible so as not to preclude a future community facility or a sports field and/or indoor sports centre development.

The Hyland Road Reserve Masterplan supports initiatives to provide improvements to Hyland Road Reserve consistent with the management strategies and implementation plan articulated in the *Gipps Road & Hyland Road Regional Parklands Plan of Management (2013)* and are summarised below:

- Existing vegetation and green corridors being retained and enhanced through additional planting.
- Opportunity for a future community facility.
- Opportunities for public amenities adjoining the community facility.
- Car parking and access using Hyland Road and within the reserve with accessible spaces.
- Reflecting the previous usage - select areas of the former Hyland arboretum planting retained from when the forestry commission had management of the site.
- Existing and proposed cycleway and pedestrian linkages including linkages to Munro Street, Pemulwuy and Gipps Road.
- Including public art and interpretation of the Prospect canal
- Overall improving visibility and safety for park users.

The Masterplan includes the following broader park community benefits:

- Shared paths including loop paths for walking and cycling.
- Shaded picnic and BBQ areas with seating and interpretative signage.
- Areas for informal recreation use.
• Arboretum planting and walking trails including interpretative signage.

• Access to public amenities when using the reserve.

Statutory Land Use Framework

The key land use framework document is the *Gipps Road & Hyland Road Regional Parklands Plan of Management and Master Plan (2013)*.

Hyland Road Reserve is one of three parks (the others being Hyland Road Park and Gipps Road Playing Fields) managed under this Plan of Management (PoM).

The PoM identifies objectives, significance, planning considerations (zoning and categorisation), management strategies and implementation actions for the three parks.

The PoM categorises the site as 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.

Objectives

Specific objectives of the PoM, relevant to the future uses of Hyland Road Reserve, are:

• Ensure that the parklands are conserved for sporting and recreational purposes.
• Ensure the park is a visually attractive and safe environment that is available and accessible for use by all sectors of the community.
• Manage, develop, protect, restore, enhance and conserve the environmental values of the park to ensure it is sustainable for future generations whilst being visually attractive, and operates with minimum impact on adjoining land holders.

Zoning

Hyland Road Reserve is zoned RE1 ‘public recreation’ in the former Holroyd Council Local Environment Plan (LEP). The objectives of this zone are to:

• Enable land to be used for public open space or recreational purposes.
• Provide a range of recreational settings and activities and compatible land uses.
• Protect and enhance the natural environment for recreational purposes.

The previous land use assessments determined that the site is suitable for recreation (both indoor and outdoor) and can provide a range of community facilities (e.g. child care, cultural or community centre).

Choosing the optimal use or uses is subject to future developments and interdependencies, including:
• The Southern lands residential development, which will underpin the viable use of the reserve.

• The Hyland Road Park landfill closure plan which will determine what facilities can be accommodated on that site.

A Development Application (DA) for the Pemulwuy Southern residential lands, comprising 154 residential lots, 6 open spaces and 2 super lots, is currently being assessed by Council with an estimated resident population of 500.

COMMUNITY ENGAGEMENT

Community engagement will be undertaken as part of the public exhibition of this proposed park design and masterplan as recommended by this report.

It is intended that Council will hold community workshops, an internal Council workshop and an external community stakeholder forum.

Notifications for the community stakeholder forum will be delivered to all residential properties surrounding Hyland Road Reserve and advertisements will be published in the local newspapers.

Community engagement activities for the period of public exhibition will include a “Have Your Say” page, newspaper advertisements and notification to surrounding residents.

POLICY IMPLICATIONS

There are no implications for existing Council policies and no requirement to create new policies as a result of this report.

RISK IMPLICATIONS

There are no risk implications for Council associated with this report

FINANCIAL IMPLICATIONS

Actions and elements identified in the Hyland Road Reserve Masterplan will be considered in the development of Council’s future Capital Works programs and will be funded by Council revenue and developer contributions, as well as grant funding contributions when available. The construction of a future community facility will be subject to a competitive expression of interest process which will recognise external funding opportunities.

CONCLUSION

The Draft Hyland Road Reserve Masterplan has been prepared to guide the ongoing management and development of Hyland Road Reserve in compliance with the Gipps Road and Hyland Road Regional Parklands Plan of Management (2013) and the requirements of the NSW Local Government Act (1993).
The future enhancements and facilities could ideally take place in conjunction with development of the Southern residential lands to ensure adequate use of and demand for the site as well as to ensure the safety and comfort of users from the increased passive surveillance.

Council’s previous land use report identified that there were no planning or technical grounds (environmental, traffic, heritage) which would prevent Council from developing a child-care centre or other community facility or entering into a lease agreement with a community organisation to develop a cultural or community facility on the site in the future. This option has been retained in the Masterplan.

The park’s design seeks to address the park’s environmental and community recreation values and opportunities but also be sufficiently flexible so as not to preclude a future community facility.

This report recommends that the Draft Hyland Road Reserve Masterplan be placed on public exhibition for further consultation with the community.

ATTACHMENTS

1. Hyland Road Reserve Masterplan 📂
DOCUMENTS ASSOCIATED WITH REPORT C04/19-48

Attachment 1
Hyland Road Reserve Masterplan
Opportunities and Preliminary Concepts Hyland Road Reserve
Landscape Masterplan

For Discussion

22nd January 2019
Item No: C04/19-49

TENDER EVALUATION REPORT - ALTERATIONS & ADDITIONS TO FRIEND PARK CHILDREN’S CENTRE

Responsible Division: Works & Infrastructure
Officer: Director Works & Infrastructure
File Number: T-2018-058
Community Strategic Plan Goal: A great place to live

SUMMARY

This report outlines the outcome of the tender evaluation process for tender number T-2018-058 for the alterations and additions to Friend Park Children’s Centre and recommends that Council award the tender to 2020 Projects Pty Ltd.

RECOMMENDATION

That Council:
1. Accept the Tender Evaluation Panel’s recommendation to award the contract for the alterations and additions to Friend Park Children’s Centre to 2020 Projects Pty Ltd (ABN 35 114 198 140) in accordance with Clause 178(1)(a) of the Local Government (General) Regulations 2005, for an amount of $1,349,552 (excluding GST) as the most advantageous and best value offer received.

2. Delegate to the General Manager the authority to execute the contract and any associated documents.

REPORT

Tender Information

<table>
<thead>
<tr>
<th>Tender Number:</th>
<th>T-2018-058</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tender Title:</td>
<td>Alterations and additions to Friend Park Children’s Centre</td>
</tr>
<tr>
<td>Advertising:</td>
<td>6 December 2018 to 5 February 2019</td>
</tr>
</tbody>
</table>
**Background**

This tender is for the alterations and additions to the Friend Park Children’s Centre as identified in Council’s 2018/19 Capital Works Program.

The alterations when completed in early 2020 will increase capacity at the Centre from the current sixteen (16) places to forty (40) places.

**Tender Process**

Tenders were invited by way of public invitation. Advertisements announcing the public invitation were placed in the Sydney Morning Herald, local newspapers and on the NSW e-Tender websites on 6 December 2018.

The invitation documents called for prospective tenderers to submit lump sum tenders for an agreed scope of works to provide alterations and additions to the Friend Park Children’s Centre in Wentworthville.

The Tender portal closed on 5 February 2019.

**Details of Tenders Received**

The following eight (8) on time tenders were received:

<table>
<thead>
<tr>
<th>Tenderer</th>
<th>ABN</th>
</tr>
</thead>
<tbody>
<tr>
<td>2020 Projects Pty Ltd</td>
<td>35 114 198 140</td>
</tr>
<tr>
<td>Civil Property Group Pty Ltd</td>
<td>59 099 609 435</td>
</tr>
<tr>
<td>Cranebrook Constructions</td>
<td>86 395 530 421</td>
</tr>
<tr>
<td>Mono Constructions Pty Ltd</td>
<td>24 107 404 679</td>
</tr>
<tr>
<td>Mr Pesty Test Control Solutions</td>
<td>17 119 286 565</td>
</tr>
<tr>
<td>SDL Project Solutions Pty Ltd</td>
<td>83 169 440 804</td>
</tr>
<tr>
<td>The Tenderer Dezign</td>
<td>30 841 898 791</td>
</tr>
<tr>
<td>Every Trade Building Services Pty Ltd</td>
<td>Not Provided</td>
</tr>
</tbody>
</table>

**Weighted Evaluation of Tenders**

Each tender received was scored against each of the weighted evaluation criteria as stated in the tender document and agreed by the Tender Evaluation Panel. The weighted criteria included requirements to demonstrate:
• Tenderer experience
• Schedule of key personnel, knowledge and experience
• Schedule of program and methodology
• Construction programme plan and duration
• Schedule of pricing information

Each Tender Evaluation Panel member assessed and evaluated each of the tenders received independently and scored these in accordance with the predetermined weightings. The individual Tender Evaluation Panel member assessments were discussed by the panel and a consensus score was agreed for each evaluation criteria.

The combined final assessment ranking is as follows:

<table>
<thead>
<tr>
<th>Tenderer</th>
<th>Ranking</th>
</tr>
</thead>
<tbody>
<tr>
<td>2020 Projects Pty Ltd</td>
<td>1</td>
</tr>
<tr>
<td>The Tenderer Dezign</td>
<td>2</td>
</tr>
<tr>
<td>Civil Property Group Pty Ltd</td>
<td>3</td>
</tr>
<tr>
<td>Cranebrook Constructions</td>
<td>Non-Conforming</td>
</tr>
<tr>
<td>Mono Constructions Pty Ltd</td>
<td>Non-Conforming</td>
</tr>
<tr>
<td>Mr Pesty Test Control Solutions</td>
<td>Non-Conforming</td>
</tr>
<tr>
<td>SDL Project Solutions Pty Ltd</td>
<td>Non-Conforming</td>
</tr>
<tr>
<td>Every Trade Building Services Pty Ltd</td>
<td>Non-Conforming</td>
</tr>
</tbody>
</table>

Further detail in relation to the Tender Evaluation Panel’s assessment is included under Attachment 1, which is included as a confidential item with this report.

The Tender Evaluation Panel concluded that the tender received from 2020 Projects Pty Ltd was the highest scored tender and represents the best value option for Council.

COMMUNITY ENGAGEMENT

Council invited open tenders for a period of 61 days complying with Clause 167 of the Local Government (General) Regulations 2005. The Tender was advertised in the Sydney Morning Herald, local papers and on the NSW eTendering website.

POLICY IMPLICATIONS

The tender process was undertaken in accordance with Council’s procurement framework and procedures.

RISK IMPLICATIONS:

There are no risk implications for Council associated with this report.

FINANCIAL IMPLICATIONS:

The cost of the tender as proposed by 2020 Projects Pty Ltd is **$1,349,552** excluding GST and will be funded from the Capital Works budget.
CONCLUSION

On the basis of all the factors and considerations outlined in this report, the evaluation panel seeks Council’s endorsement and resolution to award the Tender Number T-2018-058 for the alterations and additions to the Friend Park Children’s Centre to 2020 Projects Pty Ltd.

ATTACHMENTS

1. Tender Panel Evaluation Report (confidential)
2. Tender Panel Evaluation Scoresheet (confidential)
Item No: C04/19-50

TENDER EVALUATION REPORT - WOODVILLE GOLF COURSE IRRIGATION PROJECT

Responsible Division: Works & Infrastructure
Officer: Director Works & Infrastructure
File Number: T-2018-053
Community Strategic Plan Goal: A resilient built environment

SUMMARY

This report outlines the outcome of the tender evaluation process for tender number T-2018-053 for the supply and installation of a fully automatic irrigation system at the Woodville Golf Course, Rawson Road, South Granville and recommends that Council award the tender to Australian Turf Projects Pty Ltd.

RECOMMENDATION

That Council:

1. Accept the Tender Evaluation Panel’s recommendation to award the Contract to Australian Turf Projects Pty Ltd (ABN 60 144 747 035) in accordance with Clause 178(1)(a) of the Local Government (General) Regulation 2005, for an amount of $863,370.00 (excluding GST) as the most advantageous and best value offer received.

2. Delegate to the General Manager the authority to execute the Contract and any associated documents for this project.

REPORT

Tender Information

<table>
<thead>
<tr>
<th>Tender Number:</th>
<th>T-2018-053</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tender Title:</td>
<td>Woodville Golf Course Irrigation Project</td>
</tr>
<tr>
<td>Advertising:</td>
<td>13 November 2018 to 4 December 2018</td>
</tr>
</tbody>
</table>
Background

This tender is for the supply and installation of a fully automatic irrigation system at the Woodville Golf Course, Rawson Road, South Granville as resolved at the Ordinary Meeting of Council on 1 August 2018 (Min 233 Item C08/18 -148)

“That Council:

1. Endorse the installation of a full irrigation system across the Tees, Fairways, and Greens at Woodville Golf Course at an estimated value of $1.4m funded from the Woodville Ward Reserve.

2. That the project be incorporated into the 2018/19 Capital Works program as part of the Quarter 1 budget review process.”

As part of Council’s on-going commitment to improving the community’s recreational facilities at the Woodville Golf Course, funding has been allocated to Council’s 2018/19 and 2019/2020 Capital Works programs from the Woodville Ward Reserve, to install a fully automatic irrigation system.

The new irrigation system will allow regular, consistent watering of the golf course to ensure that the course and turf can be prepared and presented to the highest level with the turf maintained in good health and excellent condition.

The enhanced presentation of the course will provide the opportunity for Council to increase player numbers and improve the overall reputation of the course. In recent times the course has suffered significantly as a result of regular extended hot dry conditions, which impacts the playing surface condition and leaves the greens and fairways with weed and insect infestations.

The irrigation system will allow Council to optimise water efficiency at the site and improve the overall turf quality on all greens, fairways and lawn areas within the golf course.

Tender Process

Tenders were invited by way of public invitation for the construction of a fully automatic irrigation system. The tender period commenced on the 13 November 2018 and concluded on the 4 December 2018.

Advertisements announcing the public invitation were placed in the Sydney Morning Herald, NSW e-Tender website, Auburn Review and the Parramatta Advertiser. At the close of the tender portal on 4 December 2018, four (4) on time tenders were received.

Details of Tenders Received

Details of the four (4) conforming tenders received are listed in Table 1.
Table 1: Conforming Tender Respondents

<table>
<thead>
<tr>
<th>Tenderer</th>
<th>ABN</th>
</tr>
</thead>
<tbody>
<tr>
<td>Australian Turf Projects Pty Ltd</td>
<td>60 144 747 035</td>
</tr>
<tr>
<td>Gosford Irrigation Water Solutions Pty Ltd</td>
<td>46 149 322 225</td>
</tr>
<tr>
<td>Jaddfe Pty Ltd</td>
<td>46 097 407 791</td>
</tr>
<tr>
<td>Neverstop Water Group of Companies Pty Ltd</td>
<td>90 107 666 606</td>
</tr>
</tbody>
</table>

**Weighted Evaluation**

Each tender received was scored against each of the weighted evaluation criteria as stated in the tender document and agreed by the Tender Evaluation Panel. The Tender Evaluation Panel consisted of three (3) Council officers with relevant expertise and a probity advisor.

The weighted criteria included requirements to demonstrate:

- Tenderer experience
- Tenderer capability including key personnel, knowledge and experience
- Schedule of program and methodology
- Schedule of pricing information

Each Tender Evaluation Panel member assessed and evaluated each of the tenders received independently and scored these in accordance with the predetermined weightings. The individual Tender Evaluation Panel member assessments were discussed by the panel and a consensus score was agreed for each evaluation criteria.

The combined final assessment ranking is as follows:

<table>
<thead>
<tr>
<th>Tenderer</th>
<th>Ranking</th>
</tr>
</thead>
<tbody>
<tr>
<td>Australian Turf Projects Pty Ltd</td>
<td>1</td>
</tr>
<tr>
<td>Gosford Irrigation Water Solutions Pty Ltd</td>
<td>2</td>
</tr>
<tr>
<td>Jaddfe Pty Ltd</td>
<td>3</td>
</tr>
<tr>
<td>Neverstop Water Group of Companies Pty Ltd</td>
<td>4</td>
</tr>
</tbody>
</table>

Further details in relation to the Tender Evaluation Panel's assessment are included under Attachments 1 and 2, which are included as confidential items with this report.

The Tender Evaluation Panel concluded that the tender received from Australian Turf Projects Pty Ltd which achieved the highest score, represents the best value option for Council.
COMMUNITY ENGAGEMENT

Council invited open tenders for a period 22 days (minimum required 21 days) therefore satisfying the minimum requirements of Clause 167/168 of the *NSW Local Government (General Regulation 2005)*.

The tender was advertised in the Sydney Morning Herald, local papers and the e-tendering web site.

POLICY IMPLICATIONS

The tender process was undertaken in accordance with Council’s Procurement Framework and Procedures.

RISK IMPLICATIONS:

There are no risk implications for Council associated with this report.

FINANCIAL IMPLICATIONS:

The cost of the tender as proposed by Australian Turf Projects Pty Ltd is $863,370 excluding GST and will be funded from 2018/19 Capital Works budget.

CONCLUSION

On the basis of all the factors and considerations outlined in this report, the evaluation panel seeks Council endorsement and resolution to award the Tender Number T-2018-053 for the Woodville Golf Course Irrigation Project to Australian Turf Projects Pty Ltd.

ATTACHMENTS

1. Tender Panel Evaluation Report (confidential)
2. Tender Panel Evaluation Scoresheet (confidential)
Item No: C04/19-51

EXPRESSION OF INTEREST EVALUATION REPORT - SUPPLY, INSTALL AND MAINTAIN BUS SHELTERS

Responsible Division: Works & Infrastructure  
Officer: Director Works & Infrastructure  
File Number: T-2018-063  
Community Strategic Plan Goal: A resilient built environment

SUMMARY

This report outlines the outcome of the Expressions of Interest (EOI) evaluation process for tender number T-2018-063 for the supply, install and maintenance of bus shelters.

RECOMMENDATION

That Council:

1. Decline all Expression of Interest (EOI) submissions in accordance with Clause 178(1)(b) of the Local Government (General) Regulations 2005, as two out of the three EOI respondents could not meet the EOI requirements; and

2. Invite tenders in accordance with Clause 167, 168 or 169 of the Local Government (General) Regulations 2005.

REPORT

Tender Information

<table>
<thead>
<tr>
<th>Tender Number</th>
<th>T-2018-063</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tender Title</td>
<td>Supply, Install and Maintain Bus Shelters</td>
</tr>
<tr>
<td>Advertising</td>
<td>22 January 2019 and 29 January 2019</td>
</tr>
</tbody>
</table>

Background

At the time of amalgamation, Council inherited three contracts for the supply and maintenance of bus shelters. The bus shelters from the former Auburn and Parramatta Council areas were maintained under a contract with Adshel Pty Ltd (now Ooh Media) and those in the former Holroyd area were contracted to Overexposure Pty Ltd. These
contracts have now expired and Council is now in a position to seek a unified contract for the entire LGA.

The shelters in the former Holroyd area are now maintained in-house whereas the others are being maintained by Ooh Media on an ongoing basis until a new contract is finalised.

In view of the above, Expressions of Interest were invited to supply, install and maintain bus shelters and this report provides the outcome of this EOI process.

**Details of Expressions of Interest Received**

At the close of the EOI period, 19 February 2019, three (3) on time responses were received as listed below:

<table>
<thead>
<tr>
<th>Respondents</th>
<th>ABN</th>
</tr>
</thead>
<tbody>
<tr>
<td>Claude Outdoor Pty Ltd</td>
<td>14 000 919 540</td>
</tr>
<tr>
<td>Eurotech International Pty Ltd</td>
<td>73 165 310 385</td>
</tr>
<tr>
<td>Ooh Media</td>
<td>77 000 081 872</td>
</tr>
</tbody>
</table>

**Evaluation of Expression of Interests**

The responses received were evaluated on non-price criteria. This approach was used to objectively assess the ability and merit of each offer received.

The Evaluation Panel endorsement and the evaluation report is included under Attachment 1, which is included as a confidential item with this report.

Claude Outdoor Pty Ltd and Eurotech International Pty Ltd failed to meet one or more of the minimum compliance criteria.

The Evaluation Panel subsequently concluded that the best approach was to:

- Decline all the Expression of Interest submissions and proceed to call for open tenders.
- Review and set new compliance criteria such that more tenderers would be able to submit a complying tender without Council compromising on certain minimum requirements.

**COMMUNITY ENGAGEMENT**

Council invited open Expressions of Interest for a period of 21 days in accordance with clause 167/168 of the *NSW Local Government General Regulation*. The EOI was advertised in the Sydney Morning Herald on 22 and 29 January 2019.

**POLICY IMPLICATIONS**

There are no policy implications for Council associated with this report.
RISK IMPLICATIONS

There are no risk implications for Council associated with this report.

FINANCIAL IMPLICATIONS

There are no financial implications for Council associated with this report.

CONCLUSION

On the basis of all the factors and considerations outlined in this report, the evaluation panel agreed to recommend that Council; decline all Expressions of Interest and invite tenders after refinement of the criteria to achieve the best value outcome for Council.

ATTACHMENTS

Item No: C04/19-52

QUARTERLY PROGRESS REPORT AND SUBMISSIONS RECEIVED FOR COUNCIL CONSULTATIVE AND ADVISORY COMMITTEES

Responsible Division: Community Development
Officer: Director Community Development
File Number: T034994/2018
Community Strategic Plan Goal: Transparent and accountable leadership

SUMMARY

This report presents the minutes of the Consultative and Advisory Committee meetings held since December 2018 and also outlines changes to the Terms of Reference for the Youth Advisory Committee, Access Committee and Community Safety and Crime Prevention Committee.

The report also provides an overview of the nominations received by community members for vacancies remaining on Council’s Consultative and Advisory Committees and recommends that Council adopt 20 nominations for community membership.

RECOMMENDATION

That Council:

1. Receive the minutes of the Consultative and Advisory Committee meetings held as listed in the report and included under Attachments 1 to 10.

2. Adopt the change of name and revised Terms of Reference for the Community Safety and Crime Prevention Committee included under Attachment 11.

3. Receive and note the resignations received and vacancies for the Aboriginal and Torres Strait Islander Consultative Committee, Access Committee, Community Safety Committee, Culturally and Linguistically Diverse Advisory Committee, Events Advisory Committee, and Youth Advisory Committee.

4. Adopt the community representatives listed in the report for membership on Council’s Advisory Committees for a two year term and advise all applicants in writing of the outcome of their nomination for membership.

5. Adopt the revised Terms of Reference for the Access Committee included under Attachment 12.

6. Adopt the revised Terms of Reference for the Youth Advisory Committee included under Attachment 13.
**Progress Report on Council Committee Meetings**

The following Committees have met since December 2018:

<table>
<thead>
<tr>
<th>Committee</th>
<th>Meeting Date</th>
<th>Number of Attendees</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arts Advisory Committee</td>
<td>11 December 2018</td>
<td>8</td>
</tr>
<tr>
<td>Companion Animals Advisory Committee</td>
<td>29 January 2019</td>
<td>5</td>
</tr>
<tr>
<td>Aboriginal &amp; Torres Strait Islander Consultative Committee</td>
<td>5 February 2019</td>
<td>7</td>
</tr>
<tr>
<td>Events Advisory Committee</td>
<td>7 February 2019</td>
<td>3</td>
</tr>
<tr>
<td>Youth Advisory Committee</td>
<td>25 February 2019</td>
<td>7</td>
</tr>
<tr>
<td>Access Committee</td>
<td>28 February 2019</td>
<td>5</td>
</tr>
<tr>
<td>Arts Advisory Committee</td>
<td>5 March 2019</td>
<td>9</td>
</tr>
<tr>
<td>Community Safety Advisory Committee</td>
<td>12 March 2019</td>
<td>9</td>
</tr>
<tr>
<td>Library Committee</td>
<td>12 March 2019</td>
<td>8</td>
</tr>
<tr>
<td>Culturally &amp; Linguistically Diverse Consultative Committee</td>
<td>14 March 2019</td>
<td>8</td>
</tr>
</tbody>
</table>

The minutes of each of the above Committee meetings are included under Attachments 1 to 10.

**Proposed Changes to the Community Safety Advisory Committee Terms of Reference**

At the Community Safety Advisory Committee meeting held on 12 March 2018, the Committee recommended that the name of the Committee be changed to the Community Safety and Crime Prevention Committee to align with the name of the Cumberland Community Safety and Crime Prevention Plan 2018 - 2022 and that the Terms of Reference be amended accordingly.

A revised Terms of Reference for the Committee is attached for Council’s consideration.

**Committee Resignations and Vacancies**

Council received notification of seven resignations from the following community Committee members:

- Jeanice Corso - Aboriginal and Torres Strait Islander Consultative Committee
- Cleonie Quayle and Lisa Rhodes - Arts Advisory Committee
- Alejandro Blanco, Hedayat Oyan and Mitra Valicharla - Culturally and Linguistically Diverse Consultative Committee
- Tamana Muslih - Youth Advisory Committee
As stated in the Committee Terms of Reference:

“Members are expected to attend all committee meetings where possible. If a member is unable to attend, an apology is to be provided to the meeting convener prior to the meeting. A member who fails to attend two (2) consecutive meetings without submitting a satisfactory explanation will forfeit his/her place on the Committee.”

As a result, nine further vacancies have arisen from forfeited positions. Council has contacted all Committee members who have not attended Committee meetings to confirm that their position has been forfeited. These include:

- Taneem Mannan, Mitra Valicharla, Arunesh Seth, Sue Hafza and William Ho - Community Safety Committee
- Logessan Pillay - Culturally and Linguistically Diverse Consultative Committee
- Usha Kiran Bariya - Events Advisory Committee
- Usha Kiran Bariya and Sami Mangol - Youth Advisory Committee

**Expression of Interest Process for Advisory Committees of Council**

Given the vacancies arising across a number of Committees, Council called for Expressions of Interest (EOIs) for community representatives. Nominations from community members or representatives were invited between 1 February and 11 March 2019.

Nominations were invited via a public expression of interest process which was promoted widely using the following methods:

- The nomination form and Terms of Reference for each of the Committees were made available on Council’s website;
- Promotion through Council’s social media channels and e-news;
- Emails were sent to community groups, Committee members and other key stakeholder groups (over 1,500 emails);
- Advertisements were placed in local newspapers: The Parramatta Advertiser (30 January 2019) and Auburn Review (5 February 2019).

A total of 42 nominations were received and considered by Council for vacancies on the Aboriginal and Torres Strait Islander Consultative Committee and eight Advisory Committees of Council.

The following table outlines the nominations received for each of the Committees. All nominations were reviewed against the selection criteria by Council officers. Recommendations of Committee members are based on those found to be successful in meeting one or more of the selection criteria. Where limited vacancies exist, Council has taken into consideration the current membership of the Committee and sought to ensure broad community representation on the Committee.
It is recommended that Council adopt the nominations of the following 20 community members:

<table>
<thead>
<tr>
<th>Committee Name</th>
<th>Number of vacancies</th>
<th>Number of nominations received</th>
<th>Number of nominations recommended</th>
<th>Nominations recommended</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aboriginal &amp; Torres Strait Islander Consultative Committee</td>
<td>4</td>
<td>2</td>
<td>1</td>
<td>Cleonie Quayle</td>
</tr>
<tr>
<td>Access Committee</td>
<td>1*</td>
<td>3</td>
<td>2</td>
<td>Jessica Bain, Sue Huxtable Jones</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>* Note: It is recommended that Council change the Terms of Reference to increase the number of Committee members.</td>
</tr>
<tr>
<td>Arts Advisory Committee</td>
<td>3</td>
<td>5</td>
<td>3</td>
<td>Christopher Hodge</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Mohan Ayyar</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Seema Garg</td>
</tr>
<tr>
<td>Community Safety Committee</td>
<td>3</td>
<td>4</td>
<td>3</td>
<td>Ernest Kulauzovic</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Salwa Al Baz</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Sanjeev Goyal</td>
</tr>
<tr>
<td>Culturally and Linguistically Diverse Advisory Committee</td>
<td>3</td>
<td>13</td>
<td>3</td>
<td>Chandrika Subramaniyan</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Ernest Kulauzovic</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Farzana Farzana</td>
</tr>
<tr>
<td>Events Advisory Committee</td>
<td>1</td>
<td>4</td>
<td>1</td>
<td>Agathia Yin Lan Ge</td>
</tr>
<tr>
<td>Library Advisory Committee</td>
<td>2</td>
<td>2</td>
<td>2</td>
<td>Agathia Yin Lan Ge</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Chandrika Subramaniyan</td>
</tr>
<tr>
<td>Youth Advisory Committee</td>
<td>3*</td>
<td>9</td>
<td>5</td>
<td>Fiona Nguyen, Ibrahim Taha</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Jennifer Nga Dan</td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td>Madeleine Soyer</td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td>Oscar Iredale</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>* Note: It is recommended that Council change the Terms of Reference to increase the number of Committee members.</td>
</tr>
</tbody>
</table>

Those nominees who have not been recommended to join one of the Committees, due to limited number of vacancies or not meeting the selection criteria, will be provided with feedback on their nomination and offered other opportunities to be involved with...
Council. Council will also consider those nominations who were found to be successful in meeting one or more selection criteria if any future vacancies arise.

**Proposed Changes to the Access Committee and Youth Advisory Committee Terms of Reference**

In order to increase representation on the Youth and Access Committees, it is recommended that the number of community members be increased and that the Terms of Reference be amended as follows:

- Access Committee be increased to ten (10) community members.
- Youth Advisory Committee be increased to fourteen (14) community members.

The revised Terms of Reference for the Access Committee and Youth Advisory Committee are attached for Council's consideration.

**COMMUNITY ENGAGEMENT**

There are no further consultation processes for Council associated with this report.

**POLICY IMPLICATIONS**

Council’s Consultative and Advisory Committees are recognised as a key method for involving the community in Council’s decision making processes in Council’s *Community Engagement Policy*. They aim to enable Council to undertake a high level of engagement with the community.

All Consultative and Advisory Committees of Council and their members are expected to comply with the Cumberland Council Code of Conduct and supporting policies.

**RISK IMPLICATIONS**

All new Committee members will be required to participate in a Council induction session to ensure they are aware of their obligations under the Cumberland Council Code of Conduct and supporting policies.

**FINANCIAL IMPLICATIONS**

There are no financial implications for Council associated with this report.

**CONCLUSION**

This report provides a progress update on the implementation of Council’s Consultative and Advisory Committees and presents the minutes of the Committee meetings held since December 2018.

Furthermore, it is recommended that the nominations for community membership on Council’s Consultative and Advisory Committees as outlined in this report are adopted. All community members will be advised in writing of the outcome of their nomination.
ATTACHMENTS

1. Minutes of Meeting - Arts Advisory Committee - 11 December 2018
2. Minutes of Meeting - Companion Animals Advisory Committee - 29 January 2019
3. Minutes of Meeting - Aboriginal & Torres Strait Islander Consultative Committee - 5 February 2019
4. Minutes of Meeting - Events Advisory Committee - 7 February 2019
5. Minutes of Meeting - Youth Advisory Committee - 25 February 2019
6. Minutes of Meeting - Access Committee - 28 February 2019
7. Minutes of Meeting - Arts Advisory Committee - 5 March 2019
8. Minutes of Meeting - Community Safety Committee - 12 March 2019
9. Minutes of Meeting - Library Committee - 12 March 2019
10. Minutes of Meeting - Culturally & Linguistically Diverse Consultative Committee - 14 March 2019
11. Draft Terms of Reference - Crime Prevention and Community Safety Committee
12. Draft Terms of Reference - Access Committee
13. Draft Terms of Reference - Youth Advisory Committee
CUMBERLAND COUNCIL ARTS ADVISORY COMMITTEE

Minutes of Meeting held on Thursday, 11 December 2018 at 6pm in Committee Rooms, Council Administration Building, Merrylands.

1. Open of Meeting

Cllr Paul Garrard opened the meeting with an Acknowledgment of Country and welcomed attendees to the Arts Advisory Committee meeting.

2. Record of Attendance, Introductions and Apologies

Attendance List:
Cllr Paul Garrard            Committee Member and Councillor (Chairperson)
Alissar Chidiac             Committee Member
Carl Sciberras              Committee Member
Hayley French              Committee Member
Inara Molinari             Committee Member
Indira Fernandez            Committee Member
Marina Robins              Committee Member
Michaela Simoni            Committee Member

Council Staff in Attendance:
Martha Jabour              Public Art Coordinator
Michael Brown              Manager, Culture and Activation

Apologies:
Cllr Steve Christou        Committee Member and Councillor
Andrew Overton             Committee Member

Michael Brown noted two committee resignations of Lisa Rhodes and Cleonie Quayle.

3. Conflicts of Interest

No conflicts of interest were declared.

4. Minutes of Previous Meeting

Minutes of the last meeting held on Tuesday 14 August 2018, were adopted as a true and accurate record of the meeting.

5. Business Arising

There was no business arising from the previous minutes.

ITEMS DISCUSSED BY COMMITTEE:

6. Cumberland Cultural Plan

Council staff provided an update to the Committee on the Cumberland Cultural Plan’s purpose, emerging themes and emerging directions.

Strategy Purpose

To guide Council’s planning of programs, services, operations and infrastructure in arts and culture.

Community Engagement
Community engagement has occurred through Place Score online and pedestrian intercept surveys, online cultural asset mapping, community workshops, staff workshops, stakeholder interviews, and consultation with Council Committees including the Arts Advisory Committee on Tuesday, 14 August 2018. Engagement and research has informed the emerging findings which in turn will inform the development of the Plan’s Strategies, Directions and Actions.

**Place Development**

An overview of place based asset mapping that has been undertaken in development of the plan, including a preview of a Neighbourhood Snapshot for Guildford was presented to the Committee. This place based research and findings will be further developed in a Place Development Plan for Cumberland.

**Next Steps and Public Exhibition**

The next steps will be to develop the Draft Plan and to continue testing and refining existing content. The Committee was encouraged to provide further feedback upon Public Exhibition of the Draft Plan once reported to Council in early 2019.

**Feedback from Committee:**

- The Cumberland Cultural Plan should be based upon the most recent available Census data and demographics to recognise the fast changing nature of Cumberland.
- The Committee interested in viewing background documents as well as Draft Plan.
- The Committee expressed the value of mapping of cultural, social and demographic qualities across Cumberland such as income, languages and culture.

7. **The Granville Centre**

An update was provided to the Committee on planned key internal artworks for The Granville Centre including presentation of example imagery and floor plan indications of position within the Centre.

An update was provided on the closure of Granville Youth Community and Recreation Centre and the transition process for current users:

- The Centre closure will occur at the end of December 2018
- Centre users have been supported to transition to alternative venues during the rebuild
- Youth programming continuity is being maintained in alternative venues.

**Artwork update - Ceiling Entry Artwork**

Council will seek expressions of interest from Aboriginal artists to submit a selection of concept designs for a signature artwork that will be installed as a feature work in the ceiling of the entry of the new Granville Multipurpose Centre.

Explanation was provided of the change in approach from a sculptural structure to a work integrated with building fabric, installed as ceiling panels.

Outline of the expression of interest and artist engagement process was provided including endorsement of artist brief by Council’s ATSIC Committee, and priority offered to Darug artists.

**Wall Based Artworks**

Wall-based artwork will also be incorporated in the corridor of the new Granville Multipurpose Centre alongside the multipurpose hall, a busy area for presentation of artwork. A range of artwork
types could be included. Research is currently being undertaken on the types of work that could be presented to inform the development of an artist brief.

Feedback from Committee:

- There is a lack of reference to Aboriginal clan names and language groups used by Cumberland Council than had been previously included in Welcome to Country and Acknowledgment in the former Auburn and Parramatta areas.
- The Granville Centre should be designed with high environmental standards and sustainability values.

8. Peacock Gallery and Auburn Arts Studio

An overview was provided of the Peacock Gallery and Auburn Arts Studio current purpose and programs and the upcoming transition of gallery programs related to the construction of the Peacock Gallery Studios precinct and the opening of The Granville Centre and art gallery.

The committee was invited to provide input into the development of the Peacock Gallery precinct considering also the context of findings from recent Cultural Plan artist survey which identified principal art practice and key supports required.

Feedback from Committee:

- It is important for Council to understand the range of community cultural and religious groups culturally active in the area.
- It is important for Council to ensure facilities are available and accessible for ongoing cultural practice.
- The Peacock Gallery Studio could provide a shared resource drop-in space with materials for art making and a library collection of art books and magazines.
- If two studios are created there will be need for growth of this offering into the future. There is a need for exhibition spaces Western Sydney wide, and the existing Peacock Gallery could serve as a work in progress space.
- The Peacock Gallery Precinct could expand its public programs and utilise studio artists e.g. open studios, summer workshops, masterclasses for adults (refer to examples like TAFE NSW - Lidcombe and Casula Powerhouse).
- Council is developing a community space at the Chisholm Road Bowling Club site which may have suitable cross collaboration purposes and connections with the Peacock Gallery Precinct.
- Arts programs could be delivered in an outreach and mobile model.
- Arts programs could find and develop an 'arts for health' approach - arts as a creative activity to escape distress and improve wellbeing and there is a need for arts for health around adolescent mental health.
- The connection of the Peacock Gallery Precinct to The Granville Centre is important. The Granville Centre provides an opportunity for a new cultural movement in Western Sydney to lift up the diversity of cultural practice and networks in Cumberland for a new model of arts practice distinctive in Western Sydney. It is important that there is capacity in the Centre's staffing to support these opportunities.
- The relationship and proximity to Parramatta as the second CBD is important. With Cumberland on the fringes of Parramatta, Cumberland will be akin to inner city areas of Sydney which are creatively productive and prolific.
- To understand what is here, Council should refer to the upcoming release of Create NSW's Mapping Arts and Culture in Western Sydney Study.

9. Upcoming Arts Programs and Activities

No updates.
10. General Business

Arts Groups Promotion by Council

There is a need to improve the ability of arts groups to link into Council promotions - for example with flyers in libraries which are currently not permitted for activities that are not free. Suggestions were provided for improving local and online promotions including noticeboards and improved online listings on Council’s website.

Meeting Dates for 2019

The following dates for Committee meetings in 2019 were proposed as:

- 5 March
- 4 June
- 3 September
- 3 December

Recommendations and Actions Arising:

10.1 Council's Community Development Directorate to arrange a meeting with Inara Molinari to discuss promotional suggestions.
10.2 A reminder will be sent of the confirmed dates via the Committee Google Groups email.

11. Close of Meeting

Meeting Closed at 7.30pm.

Next meeting: Tuesday, 5 March 2019 in Committee Rooms, Council Administration Building, Merrylands.
Attachment 2
Minutes of Meeting - Companion Animals Advisory Committee - 29 January 2019
CUMBERLAND COUNCIL COMPANION ANIMALS ADVISORY COMMITTEE

Minutes of Meeting held on Tuesday, 29 January 2019 at 5.30pm in the Committee Rooms, Council Administration Building, Merrylands.

1. Open of Meeting

Paul Esposito welcomed attendees to the Companion Animals Advisory Committee meeting of Cumberland Council.

2. Record of Attendance, introductions and Apologies

Attendance List:
- Di Dickenson Committee Member
- Josephine Moncrief Committee Member
- Lyn Wilson Committee Member
- Paul Esposito Committee Member (Chairperson)
- Sandra Brown Committee Member
- Pamela Colman Community Representative

Council Staff in Attendance:
- Frank Cassar Coordinator Environmental Protection (Deputy Chairperson)
- Steve McGregor Team Leader Environmental Protection (Secretary)

Apologies:
- Amy Burton-Bradley Committee Member
- Debby Smith Committee Member
- Glenn Janes Committee Member

3. Conflicts of Interest

There were no conflicts of interest declared.

ITEMS DISCUSSED BY THE COMMITTEE:

4. Minutes of Previous Meeting

Minutes of the previous meeting held on 20 November 2018, were passed and adopted as a true and accurate record. Moved by Lyn Wilson and seconded by Sandra Brown.

5. Calendar of Committee Meeting Dates for 2019

Committee members discussed 19 March 2019 meeting date to be changed due to other obligations.

Actions or Recommendations Arising:

5.1 The 19 March 2019 Companion Animals Advisory Committee meeting date has been changed to 26 March 2019 agreed upon by all Committee members present.

6. Petfest Presentation - Amanda Moran, Council’s Senior Events Coordinator

Amanda Moran advised the Committee that Council is not re-appropriating funds from Petfest to other events and the budget will not be altered from previous allocated funds. The proposed date for Petfest is Sunday, 2 June 2019 to be held at Holroyd Gardens, date to be approved by Council.
Amanda requested feedback form Committee members in regards to previous Petfest event's what worked and didn't work. The Committee requested that the event showcase responsible pet ownership and education and getting local schools involved through competitions etc.

**Actions or Recommendations Arising:**

6.1 Amanda Moran to look at other Local Government areas in regards to Pet festivals or similar activities to ascertain the current trend.
6.2 Committee members to discuss events to be held at Petfest and forward details to Amanda for consideration.

7. **Managed Cat Colonies - Cumberland Council's Participation**

Lyn Wilson is seeking participation by Council into the establishment of controlled cat colonies within the LGA and if Cumberland Council is willing to participate.

**Actions or Recommendations Arising:**

7.1 Frank Cassar to contact Blacktown Council in regards to the management of cat colonies in their LGA.

8. **Committee Funding**

Committee members are seeking funds from Council to promote programs promoting responsible pet ownership.

**Actions or Recommendations Arising:**

8.1 Chairperson to write to the General Manager in regards to what programs the Committee would like to run.
8.2 Frank Cassar to review previous programs run by Council to ascertain funding required.

9. **Funding**

Committee is seeking information in regards to what grants are currently available to promote Responsible Animal Ownership.

**Actions or Recommendations Arising:**

9.1 Frank Cassar to look into what grants are available through organisations outside of Council.

10. **Impound Data**

Information required by all Committee members outlining the number of Dogs and Cats complaints, impound data, animal surrenders to Blacktown Animal Holding Facility (BAHF) from the Cumberland Council LGA for the December period.

**Actions or Recommendations Arising:**

10.1 Frank Cassar to obtain information and present at next meeting.

11. **Close of Meeting**

Meeting closed at 6.55pm.

Next meeting: Tuesday, 26 March 2019 at 5.30pm in the Committee Rooms, Merrylands.
DOCUMENTS ASSOCIATED WITH REPORT C04/19-52

Attachment 3
Minutes of Meeting - Aboriginal & Torres Strait Islander Consultative Committee - 5 February 2019
CUMBERLAND COUNCIL ABORIGINAL AND TORRES STRAIT ISLANDER CONSULTATIVE COMMITTEE (ATSICC)

Minutes of Meeting held on Tuesday, 5 February 2019 at 6pm in Committee Rooms, Council Administration Building, Merrylands.

1. Open of Meeting

Wayne Trindall opened the meeting with an Acknowledgement of Country.

2. Record of Attendance, Introductions and Apologies

Attendance List:
Cllr Greg Cummings  Councillor and Committee Member (Mayor)
Cllr Glenn Elmore  Councillor and Committee Member (Deputy Mayor)
Christopher Haberecht  Committee Member
Emma Chapman  Committee Member
Julie Nixon  Committee Member
Leanne Unie Day  Committee Member
Wayne Trindall  Committee Member

Council Staff in Attendance:
Adam Ford  Landscape Architect
Beatrice Sesay  Capacity Building Officer
Martha Jabour  Public Art Coordinator
Merryn Howell  Acting Group Manager Community and Culture

Apologies:
Corina Norman  Committee Member
Jeanice Corso  Committee Member
Lynn Leerson  Committee Member
Marg Gong  Committee Member
Raelene Billedo  Committee Member (Deputy Chairperson)
Uncle David Williams  Committee Member (Chairperson)
Uncle Rex Sorby  Committee Member

Jeanice Corso’s resignation from the Committee was tabled.

3. Conflicts of Interest

There were no conflicts of interest declared.

ITEMS CONSIDERED AND DISCUSSED BY THE COMMITTEE:

4. Minutes of Previous Meeting

Minutes of the last meeting held on 30 October 2018, were accepted as a true and accurate record of the meeting.

5. Business Arising
Grant Applications

Council has prepared two grant applications to be submitted to the NSW Office of Environment and Heritage. Feedback was sought from the Committee in support of the two grant applications:

- Warali Wali trail project: *Stories of Prospect Creek* (Aboriginal Heritage Category)
- Prospect Hill Integrated Interpretation Plan (Community Heritage Category)

Draft letters of support were tabled at the meeting to supplement the applications for grant funding. The following summaries of the letters where detailed:

*Warali Wali, Stories of Prospect Creek* - Warali Wali trail is a series of four interpretive Aboriginal artworks connected along the Prospect Creek shared cycleway, telling stories of the local Aboriginal people, the Darug. This project aims to reinvigorate the Warali Wali trail to increase community visitation to the site, improve quality of visitor experience at the site, increase the level of community engagement with the site and the cultural knowledge associated with the site and surrounds. The project includes further documenting the Aboriginal cultural knowledge of the Prospect Creek area to inform:

- Creation of one new public artwork, and enhancement of two existing public artworks (Yandel Ora and Mananga) at Warali Wali trail including interpretive signage.
- Development of printed and online education and marketing materials to expand the reach of the engagement of community in the Warali Wali trail’s Aboriginal cultural heritage.
- Integration with community events, programs and activities delivered by Cumberland Council and Aboriginal community partner organisations, further expanding visitation and the cultural knowledge associated with the site.

The project aims to protect, preserve and further develop the significant Aboriginal cultural heritage of the Warali Wali trail on Prospect Creek and build upon its relationship to Prospect Hill, a State heritage registered item. Consistent with the proposed Prospect Hill Integrated Interpretation Plan, the project will facilitate local Aboriginal Heritage tours and the sharing of stories for a greater awareness of Aboriginal culture by the local Aboriginal and Australian community.

Support letters were received from the following organisations: Darug Tribal Corporation, Western Sydney Reconciliation, Mount Druitt Reconciliation, Fairfield City Council and Aunty Fran Bodkin (copyright permission gained).

*Prospect Hill Integrated Interpretation Plan* - the proposed interpretation project is consistent with the objectives and action priorities within the draft Plan of Management for Prospect Hill which is currently being finalised following public exhibition before its consideration by Council.

The project will prepare a comprehensive document that will provide a variety of means to best interpret the cultural heritage values of the site and create informative connections to the area for community, visitors and future generations. The plan will
also extend beyond Prospect Hill, interconnecting with adjoining open space and riparian corridors, to form a coordinated suit of interpretation opportunities.

Prospect Hill has been the focus of several Aboriginal Heritage Tours in recent years which are led by Aboriginal elders. The site is also the focus of local schools which now include Aboriginal culture as a core part of the primary and high school curriculum. This project will enhance these activities and cultivate a greater understanding of Australia's unique heritage.

Members were unanimous in their support for the grant submissions. Support letters provided by community organisations were endorsed by the Committee.

**Draft Reconciliation Action Plan 2019 - 2021**

The Draft Cumberland Reconciliation Action Plan (RAP) has been conditionally endorsed by Reconciliation Australia and was reported to Council on 19 December 2018. The Draft RAP is on public exhibition until 16 February 2019. Copies of the Draft RAP have been distributed to all Committee members, schools, community groups and members of the public who participated in the consultations.

**Actions or Recommendations Arising:**

4.1 Committee endorsed the five letters of support for submission with the two grant applications to the NSW Office of Environment and Heritage.

4.2 Committee members indicated they would like the Interpretive Plan to incorporate earlier findings and designs from Plan of Management and Heritage Studies. Eg. Seatings and Interpretive signage.

4.3 The Reconciliation Action Plan to be launched at the Cumberland Reconciliation Day event on the 3 May 2019.

**Aboriginal Cultural Protocols**

The Protocols document is currently being designed and further advice has been sought from Committee Members on the wording of some of the content. Council also sought feedback from a Darug representative, Stacy Jane Etal, on the draft Aboriginal Protocols document. The document will be updated and will be ready for launch at the NAIDOC Week celebrations in July.

6. **2019 Aboriginal Significant Days Celebrations and Programs**

**Cumberland Reconciliation Day and RAP Launch**

The event program will be the same format as the previous year's event and will be targeted at local primary and high school students. The event aims to raise awareness about the significance of Prospect Hill and the events that took place there.

The event will be used to launch the Cumberland Reconciliation Action Plan 2019-2021.

Due to works being undertaken at the top of the Hill, the activities will be held at the base/lower level section adjacent to Durawri Street and Warin Avenue and the hill
accessed from the northern aspect of the open space area. The existing gate at the hill top will be kept closed in order to prevent public access to the works area.

Reconciliation Week

A program of activities will be developed for Reconciliation Week including Aboriginal Cultural Awareness training and a Darug Language and Culture Class to be held across Cumberland between 27 May and 2 June 2019.

NAIDOC Week in Cumberland and NAIDOC Week Grant

A NAIDOC Week Tent will be established at the Fun 4 Kids event and manned by members of the ATSIC Committee, providing education programs similar to the 2018 event. Suggestions for inclusion at the event included:

- Aboriginal storytelling
- Aboriginal Arts and Craft and Boomerang painting
- Traditional Indigenous games
- Screening of Jargins 3 to 5 minute episodes (ABC show targeting small kids)
- Nocturnal House Tours
- Promotion of the Central Gardens Animal Trail
- Native plant give aways
- Poppy the Possum and Bush School activities

The event will be held on 12 July at Central Gardens, Merrylands. The Committee endorsed the name Warali Wali Fun 4 Kids event.

Other NAIDOC Week activities across Cumberland to include:

- Darug Language and Culture Class
- Aboriginal Cultural Awareness training
- Arts and Crafts and Storytelling workshops will be held at local libraries and Council run Childcare Centres.

Input was sought on ideas for Council to submit a NADIOC Week Grant to enhance the NAIDOC Week program.

Darug Language and Cultures Workshop

The workshops have been well received in the community and will continue in 2019. Several workshops to be organised for Reconciliation and NAIDOC Weeks.

Cumberland School Aboriginal Cultures and Histories Education Program

In 2018, Council delivered 23 sessions to pre-schools, 12 primary schools and 3 high schools in the LGA.

Childcare centres and primary schools have shown a high level of interest in the program due to the focus of the current school curriculum. Council offers a subsidised rate of $300 per annum for Darug Elders and Educators to deliver one workshop in
schools and childcare centres across Cumberland. A maximum of a 1 hour workshop is delivered to pre-schoolers and 5 hours delivered for primary schools.

High schools are accessing the subsidy in the form of an Aboriginal talk/guest speaker, a cultural performance or smoking ceremony and Welcome to Country.

**Feedback from Committee:**

- Committee suggested that Aboriginal parents should also be allowed to participate in the sessions.
- Need to enhance the promotion of the program to high school students.
- Council to review the Expression of Interest (EOI) form for high schools so they can adapt the program and incorporate the story of Pemulwy and Prospect Hills into the high school curriculum (Modern History elective).

**Cumberland Heritage Tours**

Interest continues to grow from schools and the general public for the Aboriginal Cultural Heritage Tours.

**Feedback from Committee:**

- There is a need to review and expand the program to ensure the program aims are achieved which is to raise awareness about local Aboriginal history.
- The Warri Wall trail needs to be incorporated in the tours.

**Draft Cumberland Cultural Plan 2019 – 2029**

Council is finalising the Draft Cumberland Cultural Plan 2019 - 2029. One of the significant themes which has emerged is around recognising and celebrating Aboriginal and Torres Strait Islander histories. Feedback was sought on the draft actions.

**The Granville Centre - Aboriginal & Historic Archaeological Works**

The Office of Environment and Heritage (OEH) issued approval on 21 December 2018 and works will commenced on 29 January 2019. Two representatives from the Committee can attend the site visit. Uncle Dave and Council’s Aboriginal Education and Programs Officer will be the point of contact for the ATSICC.

**Actions or Recommendations Arising:**

5.1 Committee to send back some ideas on the submission for NAIDOC week grant application.
5.2 A Working Group will be established to provide input into the planning for the 3 May Reconciliation event in 2019.

**6. Meeting Dates for 2019**

The remaining quarterly Committee meeting dates for 2019 are:
7. **General Business**

**Stockland School Holiday Program**

During the January 2019 school holidays, Stockland Mall ran an Aboriginal arts and craft workshop for children which was well received. Committee requested that a letter of commendation be sent to Stocklands for organising the free program.

**Aboriginal Education and Programs Officer**

Council's new Aboriginal Education and Programs Officer will commence in the role in mid-February.

**Prospect Creek West Artwork - Yandel'ora**

A site visit took place on 7 December 2018 and was attended by Julie Nixon, Lyn Leerson and Council staff. The aim of the visit was to determine what renewal works needs to be done with the Yandel'ora. Copyright has been granted in regards to the Warali Warali and dreaming stories of Prospect Creek that rest with Aunty Fran Bodkin.

The existing funding allocation of $20,000 from the Infrastructure and Renewal program was confirmed to be the maximum available. The next steps for the project are to investigate appropriate producers and to prepare a brief for a contract and engagement.

**Draft Prospect Hill Plan of Management**

The Draft Prospect Hill Plan of Management will be reported to Council on 20 March 2019. The report recommends the adoption of the Prospect Hill Plan of Management, incorporating the Prospect Hill Landscape Masterplan.

**Actions or Recommendations Arising:**

7.1 Committee requested that a letter of commendation be sent to Stocklands for organising the Aboriginal art and craft program.

7.2 Committee members requested an update on Pemulwuy Signage at the next meeting.

7.3 A copy of the Uluru Statement to be tabled for discussion at the next Committee meeting.

**8. Close of Meeting**

Meeting closed at 8:30pm.

Next meeting: Tuesday, 7 May 2019 in Committee Rooms, Council Administration Building, Merrylands.
Attachment 4

Minutes of Meeting - Events
Advisory Committee - 7 February 2019
CUMBERLAND COUNCIL EVENTS COMMITTEE

Minutes of Meeting held on Thursday, 7 February 2019 at 6.00pm in Committee Rooms, Council Administration Building, Merrylands.

1. **Open of Meeting**

Cllr Suman Saha opened the meeting at 6:16pm with an Acknowledgement of Country and welcomed all members to the Events Committee of Cumberland Council.

2. **Record of Attendance, Introductions and Apologies**

**Attendance List:**
- Cllr Suman Saha: Councillor and Committee Member (Chairperson)
- Aparna Vats: Committee Member
- Ergun Genel: Committee Member

**Council Staff in Attendance:**
- Merryn Howell: Acting Group Manager, Community and Culture
- Michael Brown: Manager, Culture and Activation

**Apologies:**
- Cllr Ned Attie: Councillor and Committee Member
- Carly Lewis: Committee Member
- Diane Jogia: Committee Member
- Raj Garg: Committee Member
- Rajnish Kalra: Committee Member
- Renga Chidambaranathan: Committee Member
- William Ho: Committee Member

3. **Conflicts of Interest**

There were no conflicts of interest declared.

**ITEMS CONSIDERED AND DISCUSSED BY COMMITTEE:**

4. **Minutes of Previous Meeting**

Minutes of the last meeting held on 15 November 2018, were accepted as a true and accurate record with the change of date of the first meeting of 2019 from 21 February 2019 to 7 February 2019. Moved by Aparna Vats and seconded by Ergun Genel.

5. **Business Arising**

**Ramadan**

Committee members have been consulted in community engagement research conducted in preparation of the report to Council responding to the Notice of Motion – Ramadan Street Food Event (Min. 339).
Feedback from Committee:

Committee suggested that the event should not be held in the last 10 to 20 days of Ramadan.

Upcoming Council Events

Recent events have included a range of cultures expressed on main stages including at Auburn Festival, Diwali and Australia Day.

Council is exploring the potential for multicultural performance in Cumberland Local Festival currently in development.

Recommendations and Actions Arising:

5.1 Council to seek input from other Committee members not in attendance regarding Ramadan via email.
5.2 Council to report back to the Committee on options to incorporate multicultural performances into future events planned.

6. Debrief on recent Events

Diwali (17 November 2018)

An update was provided on the outcomes of the Diwali event:

- Despite a poor weather forecast, only light rain occurred at limited times.
- Attendance was strong, from estimated 6000 attendees to 9000 attendees at peak.
- Visitor satisfaction was strong in surveys (84 respondents) with 99% indicating they were either satisfied, more than satisfied or very satisfied with the event.
- Main stage was colourful and thriving and well attended. Friend Park featured a great range of activities.
- Business feedback was mostly positive - more than half the businesses in the area reported additional income due to the Festival. A total of 70% of businesses stated that they support a repeat festival. Partly due to limited food vendor participation in the festival, food businesses received dining customers.
- Market stallholders were pleased with positions and trade throughout the day.
- Community group stallholders were happy with positions and benefited from lots of pedestrian traffic in the area.

Feedback from Committee:

- Committee members offered thanks to Council staff.
- The event was well attended.
- Community feedback was positive.
- Business feedback, especially from those in Station Street and the Mall, indicated that they did not anticipate the level of visitation the festival delivered.
- Businesses keen to get involved next year.
- Community groups were very happy with free community stalls and would like to get more involved next year.
• Committee suggestion for Council to run an information session well in advance of the festival for all community groups to receive Expression of Interest form and find out more information, similar to the business/sponsorship information session held in advance of the 2018 Diwali festival.
• Council to set the date and promote well in advance to assist with planning and avoid date conflicts with other Diwali events.
• Diwali falls on Sunday 27 October 2019. Committee suggestion that Council seek feedback on which date the event would be held, to determine early any date conflicts. Suggestion that this feedback is sought from relevant priests, Hindu Council and community stakeholders.

Christmas in Cumberland 2018

Council delivered a number of Christmas activities across the LGA including:

• Christmas in the Gardens event (Saturday 8 December, 5 to 9pm) held at Auburn Botanic Gardens:
  - Approximately 10,000 people in attendance which was much higher than anticipated.
  - Program included Christmas carols with the Holroyd Brass Band and Cumberland Community Choir, movie screening of the Dr. Seuss film ‘How the Grinch Stole Christmas’, rides, kids disco, face painting and craft activities.
  - Event surveys indicated more than 50% of attendees were from out of Council area; whilst good for tourism and visitation to Auburn Botanic Gardens increases the required expenditure for an event with a local audience target. Whilst effective, there is a need to review the marketing to ensure that it is targeted to attract the local audience and consider alternative locations.

• Cumberland Council Christmas Tree Program: Program included 13 Christmas Trees across Cumberland throughout the Christmas season, including an additional tree this year at Toongabbie Community Centre.

• Seniors Christmas Lunches: Lunches were held in each of the Wards in Cumberland – events were well attended with a great atmosphere and many happy seniors.

• Activations: Held at five Christmas tree sites featuring performances by Holroyd Brass Band and family activities. One was held in each ward (Merrylands, Wentworthville and Pemulwuy Town Centre as well as Berala Community Centre, and Auburn Central).

Feedback from Committee:

Committee suggestion to consider expanding these lunches - staff feedback was shared that whilst events were well attended, this was after a push to drive registration, some Wards were not fully subscribed for attendances and Council venues restrict the total capacity that can be serviced at each lunch.

Movies in the Park (17 - 19 January 2019)

The outdoor cinema series event was held on Thursday 17, Friday 18 and Saturday 19 January at the Holroyd Gardens. The series event attracted a total of 2,000 people (with per night attendances of approximately 500, 500 and 1000 people respectively) – not considered successful, especially compared to the cost and resource
commitment. There was some competition with another event run by the Merrylands Amateur Swimming Club’s ‘Dive in Movies’ event at Merrylands Pool which was also on the Saturday night and funded by Cumberland Council’s Community Grants Program.

The three films shown were:

- 17 January 2019 - The Beautiful Fantastic [PG]
- 18 January 2019 - Ali’s Wedding [M]
- 19 January 2019 - Hotel Transylvania 3 Summer Vacation [PG]

Recommendations and Actions Arising:

6.1 Recommendation by staff to discontinue the Movies in the Park event from future events calendar supported by Committee.

Australia Day (26 January 2019)

The event was held in Holroyd Gardens from 5pm to 9pm and was well attended although the overall numbers were visibly low early in the day. This was likely due to very hot weather and heatwave conditions. Attendance was approximately 3,500 to 4,000 until the sun came down and the temperature reduced, after which crowd increased visibly around rides and fireworks.

The event included a main stage program of performances. The Indigenous Craft Workshop hosted by Freeman Dancers was well attended throughout the day. Other activities included Aussie Farmyard Experience, Aussie Sports Zone, rides including an inflatable waterslide as well as Emergency Services and community, market and food stalls.

7. Lunar New Year (16 February 2019)

An update was provided on the upcoming Lunar New Year event.

The Cumberland Lunar New Year event will be held on Saturday 16 February in the Auburn Central Forecourt from 5pm to 9pm. The program will involve a main stage of cultural performances including dance, opera, martial arts, Korean pop, community performances and drumming. Free activities will also include Shadow Puppet Theatre, pig themed cupcake making, and zodiac animal face painting as well as a range of community and food stalls. Marketing for the event has included banners, flyers, translated posters, resident notification, business engagement, Council website and social media.

8. Upcoming Events

Cumberland Local Festival

Planning is underway for the month-long festival to be held from approximately 18 April to 18 May, showcasing ‘Stories of the people and places of Cumberland’. The event aims to showcase a range of activities in all five Wards of Cumberland.
The festival format is a fringe festival style format with a range of types of event activities occurring across a range of locations and on various dates across approximately one month, offering audiences and visitors a range of event experiences across Cumberland.

The festival presents the opportunity for a range of venues and assets to be highlighted. For example, activities in consideration include Beraa Community Centre Open Day, performances by Arab Theatre Studio at Granville Town Hall, Auburn Poets and Writers Group performance at Auburn Town Hall as part of Sydney Writers’ Festival and Linwood House tours.

Feedback from Committee:

- Consider kite making/flying activities.
- The community liked the informality of what was offered in previous Locale events (e.g. Story Seeds in Lytton Street Park) and that a multicultural performance event in Wentworthville which encouraged community participation and provided opportunities to showcase local talents and culture would be a good fit for this year’s program.
- The timing also aligns well with the beginning of the Indian New Year (14 April). Activities could include small singing competitions, dance competitions in different styles and a multicultural food festival.

Ramadan Street Food Festival

Initial planning is underway for a Pilot Ramadan Street Food Festival proposed for Saturday 18 May 2019. Three locations are being investigated to host the event - Auburn, Granville and Guildford. Location and other details are subject to the outcome of Council decision. Feedback has been sought from Committee members in relation to the most suitable location and the reasons and benefits of each as well as consultation undertaken with community and business.

Recommendations and Actions Arising:

8.1 Council to report back to the Committee on the outcomes of the Council decision and further planning for the event.

PetFest

Preliminary planning is underway to be held at Holroyd Gardens on Sunday 2 June, 2019. Council has undertaken consultation with Council’s Companion Animal Advisory Committee to inform the event planning.

9. General Business

Proposed dates for remaining Committee meetings are.

- Thursday, 2 May 2019
- Thursday, 1 August 2019
- Thursday, 7 November 2019
Recommendations and Actions Arising:

9.1 Council to seek feedback on changing the meeting time to a 6:30pm start.

10. Close of Meeting

Meeting closed at 7:26pm.

Next meeting: Thursday, 2 May 2019 in Committee Rooms, Council Administration Building, Merrylands.
Attachment 5
Minutes of Meeting - Youth Advisory Committee - 25 February 2019
CUMBERLAND COUNCIL YOUTH ADVISORY COMMITTEE

Minutes of Meeting held on Monday, 25 February 2019 at 6pm in the Committee Rooms, Council Administration Building, Merrylands.

1. Open of Meeting

Roydon Ng gave an Acknowledgment of Country and welcomed all members to the Youth Advisory Committee of Cumberland Council at 6:14pm.

2. Record of Attendance, Introductions and Apologies

Attendance List:
Cllr Suman Saha Councillor and Committee Member
Clinton Colaco Committee Member
Hayat Akbari Committee Member
Madison King Committee Member
Roydon Ng Committee Member
Skandan Siva Kumaradas Committee Member
Trina Anupoma Das Committee Member

Council Staff in Attendance:
Adama Kamara Acting Manager, Community Development and Planning
Apajok Biar Youth Participation Officer
Maia Giordano Youth Participation and Programs Coordinator
Merryn Howell Acting Group Manager, Community and Culture
Michael Brown Manager, Culture and Activation

Apologies:
Cllr Kun Huang Councillor and Committee Member
Brindha Srinivas Committee Member
Zoya Fazil Shah Committee Member

Non Attendance:
Jack Zhang Committee Member
Sami Mongol Committee Member

3. Conflicts of Interest

There were no conflicts of interest declared.

ITEMS DISCUSSED BY THE COMMITTEE:

4. Minutes of Previous Meeting

Minutes of the last meeting held on 3 December 2018, were passed and adopted as a true and accurate record. Moved by Skandan Siva Kumaradas and seconded by Maddison King.
5. Business Arising

Rotation of Chairperson

Council has developed a roster to rotate the role of chairperson for future meetings amongst Youth Advisory Committee members under 25 years of age. The following roster was adopted for future meetings in 2019.

<table>
<thead>
<tr>
<th>Committee Meeting</th>
<th>Chairperson</th>
</tr>
</thead>
<tbody>
<tr>
<td>27 May 2019</td>
<td>Brinda Srinivas</td>
</tr>
<tr>
<td>26 August 2019</td>
<td>Trina Anupoma Das</td>
</tr>
<tr>
<td>25 November 2019</td>
<td>Clinton Colaco</td>
</tr>
</tbody>
</table>

Women in Construction Project (Youth Strategy Actions 2.3.2, 3.1.3)

Maddison King provided an update on the Female High School Students in Construction Program.

- University of Technology Sydney (UTS) is now affiliated with the Women in Construction Project. This provides the project access to funding from UTS and free use of UTS venues for events.
- The one day event will be held at UTS. The event will target high school students and will be open to all students from the Cumberland Local Government Area.
- Council has submitted a grant application through the Department of Industry, Innovation and Science for the project and is currently awaiting the outcome of the application. UTS Women in Construction is also seeking interest from potential sponsors to support the event.
- Once the date is confirmed for the competition, promotion to schools will commence.

Actions or Recommendations Arising:

5.1 Brinda Srinivas to chair the next meeting in May as per roster adopted by the Committee.

5.2 Further planning to be undertaken by Council and Committee Working Group members to determine the date and promote the Women in Construction Project event to local schools.

6. Update on Implementation of the Cumberland Youth Strategy 2017 - 2021

- Overall 68% of actions in the Cumberland Youth Strategy 2017 - 2021 are either 'in progress', 'on track' or 'completed', based on key performance indicators in the year 1 and 2 implementation plan.
- A mid-way progress review on the implementation of the Youth Strategy will be completed and to Council in July 2019.

January School Holiday Program Review (Action 3.1.1)

A total of 160 young people participated in the January School Holiday Program with 95% of participants providing feedback on activities they attended. Feedback showed an overall high level of satisfaction.
Highlights from feedback showed:

- 97% of respondents said they would recommend the activity to a friend.
- 80% of participants reported the activities were excellent or very good.
- 65% of participants gained new skills or knowledge during the activity.

**Girls Only Program at Auburn Centre for Community (Actions 3.1.3, 3.1.2)**

In response to needs identified by young girls, Council has established a new weekly girls-only program commencing in March at the Auburn Centre for Community in partnership with local services.

To develop the Program, Council, NSW Service for the Treatment & Rehabilitation of Torture & Trauma Survivors (STARTTS) and the Community Migrant Resource Centre (CMRC) consulted 39 girls between August and December 2018. The girls identified that they wanted a variety of activities to be offered.

Services have reported that girls have low knowledge of services and support in the Cumberland area so a weekly program program has been developed in partnership with 6 different local services to connect and build awareness of local services amongst girls. Youth Off The Streets will be the lead agency, expanding on their existing Girls-Only Program.

**Employment Hub Program (Action 1.1.1)**

A new Employment Hub at Guildford Community Centre commenced in Term 4, 2018. The Program is run in partnership with MTC Employment.

In the first 2 months, 3 young people have secured jobs and at least 5 have been trained.

Council is also exploring other partnerships with services who provide support to people seeking asylum and/or from refugee backgrounds.

**Cumberland Youth Interagency (CYI) Schools Working Group (Actions 2.3.2, 2.4.1)**

A Schools Working Group has been established through the Cumberland Youth Interagency to build greater coordination amongst services and address the lack of coordination amongst service providers working in schools.

**Current Priorities and Projects**

Current priorities for Council's Youth Participation and Programs Team include:

- Youth-Led Social Media Campaign (Action 4.1.5)
- Youth Participation Framework (Actions 4.1.1, 4.1.2) - Consultations with 23 young people have informed the development of a Youth Participation Framework to inform the work of Council and ensure the 'local lens' of youth participation in Cumberland.
- Homework Help and Literacy Program (Action 2.1.1) - Council has undertaken a review across the LGA to understand existing programs, needs and gaps for Homework Help, Study Support and Literacy Programs in Cumberland. A total of 13
services and 6 schools have responded to the survey. Council will play a coordination and connection role with local partners to understand and respond to the gaps.

- Police and Youth Footy Game (Action 5.6.2) - In response to barriers between police and young people identified through the Youth Strategy, a football match is being planned for 15 March 2019 at Granville Park involving police and young people.

**Actions or Recommendations Arising:**

6.1 Council to distribute a status update on the progress of the implementation of the Youth Strategy to the Committee for further review and for discussion at the next Youth Advisory Committee meeting.

6.2 Council will provide an update on the Employment Pathways Program (Actions 1.1.2, 1.2.1) at the next Youth Advisory Committee meeting.

7. **Cumberland Cultural Plan Consultation (Youth Strategy Action 5.4.1)**

Council has been developed a new Cultural Plan to guide Council’s planning of events, programs, and infrastructure in relation to arts and culture over the next ten years.

Input was sought from Committee members on ideas to support arts, culture and creativity to inform the Draft Cultural Plan.

**Feedback from Committee:**

- Opportunities to involve more local churches and Christian groups in Council’s Christmas event.
- Programs which support arts and drawing to support local artists.
- Decorations around Town Centres which represent and promote the diverse cultures across Cumberland as well as promoting street art. These factors increase the vibrancy of Town Centres.

**Actions or Recommendations Arising:**

7.1 Council to review feedback from young people and distribute the Draft Cultural Plan during public exhibition period.

8. **Youth Participation Framework (Youth Strategy Action 4.1.1)**

The aim of the Youth Participation Framework is to embed a youth participation approach within Cumberland Council and identify all the ways in which Council connects and works with young people.

The purpose of this Framework is to ensure an evolving understanding of and approach to/practice of youth participation which:

- Is evidence-based.
- Is founded on the lived experience of local young people.
- Draws on local and international good-practice.
- Functions within the scope, role and responsibilities of Council.
Transforms Council’s approach to better represent the best interests of the community.

Young people were consulted on the term ‘Active citizenship’.

Feedback from Committee:

Feedback from the Committee Members on their first impressions of the term “Active Citizenship” included:

- Participation
- Sharing youth talents/volunteering
- Donations or monetary
- Cultural integration
- Australia pride/being Aussie
- Singing the National Anthem
- Law abiding
- Engaging with friends
- Helping government bodies see short comings and gaps
- Giving suggestions to improve the community
- Having your say
- Being yourself, others and the community
- Express opinions safely and securely
- Contributing to the community
- Having opportunities
- Economic and social contribution to society
- Participation in social events
- Asked to express one’s own opinions and ideas
- Honesty
- Respect
- Networking with all ages
- It can give the impression that only citizens can get involved

Discussions also focused on who may be excluded from the term “Active Citizenship” and alternative terms that could be used such as “Active Participation”. Feedback suggested that participation can be a bit vague and may not necessarily indicate belonging.

Actions or Recommendations Arising:

8.1 Council will provide an update on the Youth Participation Framework at the next Youth Advisory Committee meeting.

9. Youth Week Update and Youth Week 2020

The Youth Week Planning Team, comprised of 9 young people, has been planning activities for Youth Week, April 2019. The Planning Team have developed a Social Media Campaign, called ‘Faces of Cumberland’, after receiving Social Media Training.

Three Youth Week events being planned including:
Movie and Night market on 12 April 2019.
Basketball workshop at Auburn PCYC on 13 April 2019.
Inflatable Land at Bathurst Street Park Greystanes on 16 April 2019.

Input was sought from the Committee on planning for 2020 Youth Week and how best to involve a wider group of young people in the planning process.

Feedback from Committee:

- Seek youth representatives from different, existing community groups (sporting groups, religious, cultural groups, organisations and schools) to be involved.
- Promote as a leadership opportunity and tap into existing networks.
- Council to better engagement with networks to promote opportunities and use different promotional strategies.
- Council’s ‘Have Your Say’ site could be more youth friendly and there are better ways to engage.

Actions or Recommendations Arising:

9.1 Feedback from the Planning Team on the outcomes of the 2019 Youth Week activities and 2020 planning to be discussed at the next Youth Advisory Committee meeting.

10. Youth Advisory Committee Vacancies

There are currently 2 vacancies on the Committee. Expressions of Interest are open until Friday, 1 March 2019.

Feedback from Committee:

- Council to promote the opportunity through local schools.

Actions or Recommendations Arising:

10.1 Council to promote the EOI through Council’s Facebook site and share with Committee members.

11. General Business

Progress on the implementation of the Cumberland Youth Strategy 2017 – 2021

The Committee requested a detailed overall progress update on all actions in the Youth Strategy. Council will be undertaking a midway review of the Strategy to cover the period July 2017 to June 2019. This will be the focus of the next Committee meeting in May 2019.
Safety Audits (Youth Strategy Action 5.4.2)

Council will be undertaking a Safety and Access Audit in Toongabbie Town Centre on Tuesday, 26 March 2019 from 7 to 9pm and is seeking youth representation. Participants will meet at the Toongabbie Community Centre for a short briefing before going out to the audit area.

Actions or Recommendations Arising:

11.1 Council to send a scorecard update on the progress of implementing the Youth Strategy to Committee members.
11.2 Committee members to promote the safety audit and encourage local young people to attend.

12. Close of Meeting

Meeting closed at 7:50pm.

Next Meeting: Monday, 27 May 2019 at 6pm in Committee Rooms, Council Administration Building, Merrylands.
Attachment 6

Minutes of Meeting - Access Committee - 28 February 2019
CUMBERLAND COUNCIL ACCESS COMMITTEE

Minutes of Meeting held on Thursday, 28 February 2019 at 6.00pm in Sanders Room, Council Administration Building, Auburn.

1. Open of Meeting

Cllr Campbell welcomed all members to the Access Committee of Cumberland Council.

2. Record of Attendance, Introductions and Apologies

Attendance List:
Cllr George Campbell  Councillor and Committee Member
Cllr Lisa Lake  Councillor and Committee Member
Pam Colman  Committee Member
Peter Simpson  Committee Member
Ron Gibson  Committee Member

Council Staff in Attendance:
Merryn Howell  Acting Group Manager, Community and Culture
Nadine El-Hassan  Access and Inclusion Officer
Phil Sorbello  Manager, Facilities
Siva Sivakumar  Manager, Engineering and Traffic

Apologies:
Kylie Marsden  Manager, Aged and Disability Services
Zhila Hasanloo  Committee Member

3. Conflicts of Interest

There were no conflicts of interest declared.

4. Minutes of Previous Meeting

Minutes of the last meeting held on 25 October 2018, were passed and adopted as a true and accurate record of the meeting.

ITEMS DISCUSSED BY COMMITTEE:

5. Business Arising

Duck River Playground

An update was provided from the consultation with Access and ATSIC Committee members held on 20 December 2018. Stage 1 of the upgrade will see the installation of a new playground including water play elements and accessible play equipment. The new park will also feature the installation of new park infrastructure including accessible picnic tables, lawn irrigation (for a year round green ground covering) and new BBQ facilities.
A number of action items were identified, some which relate to the project and some which will be addressed by the Plan of Management:

- Additional Mobility Parking access as there are not enough allocated spaces (this will be addressed by the Plan of Management).
- Pathways, wheelchair access and movement around the entire playground to be made available and ensure access to the different areas of the playground.
- Information requested on what waterplay types are being installed and if they are assessible for people with disabilities.
- Possible surface issues such as soft surfaces and mulch may present access issues.
- Signage (this will be addressed by the Plan of Management).
- Additional seating and bins for people with disabilities.
- Impairment access to playground from grassed areas due to markers.
- Separation of children from different equipment pieces for example, carousel is suitable however other equipment is not. Require more for broader play.
- Concerns relating to access to the river especially during high rainfall and flooding from the playground ie Flying Fox. Consideration of fencing maybe required.
- Toilet and amenities upgrade and an appropriate location. (This will be assessed in Stage 2 & 3 of the project).

All the relevant items and access issues identified will be assessed and taken into consideration for adding or modifying the playground design with Council’s landscape consultant.

Feedback from Committee:

- Clarification was sought on the width of the pathway around the playground.

Central Gardens All Abilities Playground

A report to seek approval to engage a recommended contractor to construct the playground is estimated to be reported to Council in April 2019.

Feedback from Committee:

- Need for regular cleaning of the toilets in Central Gardens.

Actions and Recommendations Arising:

5.1 Council to provide an update at the next meeting on the design, facilities and specific equipment proposed for the Central Gardens (following the list provided in previous meeting) as well as the need for additional parking in the Gardens.

5.2 Council to follow up regular cleaning of toilets in the Central Gardens.

6. Updates: Access Requests/Works

Updates were provided on previous access concerns raised by the Committee, including:
Council Meeting 3 April 2019

Cumberland Council

- Wentworthville - unusable Kerb ramp at Pritchard Street still to be assessed.
- Wentworthville - the ‘Keep Right’ sign at the bottom of Veron Street, Wentworthville was reported to have been knocked off at last Committee meeting – this has been addressed.
- Merrylands - no kerb ramps near the bus stop at Duffy Street, Merrylands still to be assessed.
- Lidcombe - a design has been created for an access ramp and pathway link at Botanica Estate (Sussex Street and Magnolia Street) and a new contractor has been engaged to undertake the work.
- Granville - issues with South Street, Granville. The road is too narrow due to median strip, makes parking, getting out of cars and driving difficult. This has gone to the Traffic Committee.
- Granville - a kerb ramp is being created near the accessible parking spot on Diamond Avenue near (South Parade) to increase safety for people utilising the space. Suggestions were made to install a barrier, signage or device to stop traffic turning too close to the corner.
- Granville Access Audit Issues - proposal to level out the kerb ramp at the end of the pedestrian crossing on William Street, opposite Awafi Café. Council has investigated the pedestrian crossing and determined that it cannot be re-located on South Street opposite the Church near the corner of William Street.

**Actions and Recommendations Arising:**

6.1 Council to send the Lidcombe design plans to Committee Members for feedback and consultation with Ferguson Lodge residents.

7. **Pool Update**

An update was provided on the Wentworthville and Guildford Pool redevelopment projects.

Council and Committee members undertook a visit to Wollongong to assess the pool access equipment.

The design of the Wentworthville Pool is currently in progress. The pool will close in April and the wheelchair lift will be installed as part of the modernisation plan. Guildford Pool will have a lift installed to ensure access.

8. **Access Requests**

- Wentworthville - new Telstra pit has been installed at Smith Street, Wentworthville (outside Leagues Club, down from bus stop, south street) which makes the footpath uneven.
- Wentworthville - uneven footpaths along Lane Street, Station Street and Fullagar Road pose significant trip hazards.
- Wentworthville - a review of the timing on the lights at intersection on Great Western Highway (Wentworthville) to be reviewed.
- Auburn - kerb ramps and locations of Tactile Ground Surface Indicators (TGSI) on Kerr Parade, Auburn need to be checked.
9. Auburn South Community and Recreation Centre

Council is developing a new multi-purpose community facility at 179 Chisholm Road, Auburn (the former Auburn RSL Bowling Club site) called the ‘Auburn South Community and Recreation Centre’. The new facility will deliver much needed additional meeting, event and activity spaces for residents and community groups and provide five outdoor synthetic multi-purpose sport courts.

10. Access Audit

The next Safety and Access Audit will be undertake in Toongabbie Town Centre on Tuesday, 26 March 2019 from 7 to 9pm. Participants will meet at the Toongabbie Community Centre for a short briefing before going out to the audit area.

11. Close of Meeting

Meeting closed at 7:27pm

Next Meeting: 23 May 2019 in Committee Rooms, Council Administration Building, Merrylands.
DOCUMENTS ASSOCIATED WITH REPORT C04/19-52

Attachment 7
Minutes of Meeting - Arts Advisory Committee - 5 March 2019
CUMBERLAND COUNCIL ARTS ADVISORY COMMITTEE

Minutes of Meeting held on Tuesday, 5 March 2019 at 6.00 pm in the Committee Rooms, Council Administration Building, Merrylands.

1. Open of Meeting

Andrew Overton opened the meeting with an Acknowledgment of Country and welcomed all members to the Arts Advisory Committee of Cumberland Council.

2. Record of Attendance, Introductions and Apologies

Attendance List:
- Alissar Chidiac Committee Member
- Andrew Overton Committee Member (Acting Chairperson)
- Carl Sciberras Committee Member
- Hayley French Committee Member
- Inara Molinari Committee Member
- Indira Fernandes Committee Member
- Marian Abboud Committee Member
- Marina Robins Committee Member
- Michaela Simoni Committee Member

Council Staff in Attendance:
- Martha Jabour Public Art Coordinator
- Michael Brown Manager, Culture and Activation

Apologies:
- Clr Paul Garrard Councillor and Committee Member
- Clr Steve Christou Councillor and Committee Member

Nomination of Meeting Chairperson:

Andrew Overton was nominated as Acting Chairperson for the meeting.

3. Conflicts of Interest

No conflicts of interest were declared.

4. Minutes of Previous Meeting

Minutes of the previous meeting held on 11 December 2018, were adopted as a true and accurate record. Moved by Inara Molinari and seconded by Alissar Chidiac.

5. Business Arising

Promotional Strategies

A meeting has been arranged between Council’s Place Liaison Officer and Inara Molinari to explore opportunities for promotion following discussion at the last Committee meeting.

ITEMS DISCUSSED BY COMMITTEE:
6. **Draft Cumberland Cultural Plan Workshop**

The Draft Cumberland Cultural Plan and Background Paper, *The State of Culture in Cumberland*, were tabled for discussion and feedback.

**Feedback from Committee:**

- Design and Imagery - consider enhancing the quality of images used, and providing more detail in the captions to better showcase stories of arts, culture and creativity which the images are demonstrating.
- Plan Content - reconsider the use of the terms 'formal' and 'informal' which are attached to artforms in the Plan's Cultural Spectrum tool as this implies a hierarchy of quality or importance in respect to each artform.
- Consider inclusion of Darug language, subject to consultation with Council’s Aboriginal and Torres Strait Islander Consultative Committee.
- Reconsider the use of the term ‘heritage’ in relation to Priority 1 - recognising Cumberland’s Aboriginal cultural heritage – noting that heritage often denotes the past, and this plan should seek to recognise current and future Aboriginal culture.
- Consider re-ordering the numbering of the five priorities so that priorities relating to people are located first, and priorities relating to facilities and places are located last.
- Increase the directness of the language used in the Plan, such as the statements in each Priority’s Aims, to make the language more active.
- Consider the inclusion of a Principles section which outlines Council’s approach.
- Consider inclusion of references to Council Strategies and Plans which strategically connect with the Plan and identify the relevant sections of Council that contribute to the delivery of the Plan. It was noted that this level of detail will be included in the Implementation Plan which will be developed with input from the Arts Advisory Committee following adoption of the Plan.
- Demonstrate actions in the Plan that are currently in progress or can be implemented immediately through case studies or examples such as The Granville Centre which will deliver a major benefit to Cumberland.
- Consider referencing place making in respect to public domain and public art to align with frequent and rising use of the terminology in State Government strategies.
- Consider including more detailed actions relating to arts and connection to the education system.

The Committee identified a range of opportunities to implement specific actions over the next 10 years including upskilling artists to capitalise on the Federal Government’s Creative Kids Program; support for artists seeking use of spaces in non-Council owned facilities including schools; support for artists working in arts/health contexts; access to purpose-built dance facilities; access to rehearsal spaces; promoting Cumberland and its unique places and buildings for film locations; information connections; an improved venue-booking processes; introducing public artist involvement in the Design Excellence Program. These opportunities can be explored as part of the development of the Cultural Plan Implementation Plan.

7. **General Business**

There were no general business items raised.

8. **Close of Meeting**

Meeting Closed at 8:30pm.

Next meeting: Tuesday, 4 June 2019 in Committee Rooms, Council Administration Building, Merrylands.
DOCUMENTS ASSOCIATED WITH REPORT C04/19-52

Attachment 8
Minutes of Meeting - Community Safety Committee - 12 March 2019
CUMBERLAND COUNCIL COMMUNITY SAFETY COMMITTEE

Minutes of Meeting held on Tuesday, 12 March 2019 at 6pm in Committee Rooms, Council Administration Building, Merrylands.

1. **Open of Meeting**

Dr John Brodie welcomed all members to the Community Safety Committee of Cumberland Council.

2. **Record of Attendance, Introductions and Apologies**

**Attendance List:**
- Cllr Ola Hamed: Councillor and Committee Member
- Cllr Suman Saha: Councillor and Committee Member
- Dr John Brodie: Committee Member (Chairperson)
- Joanne Steinwede: Committee Member
- Kevin Home: Committee Member
- Margaret Chapman: Committee Member
- Pam Colman: Committee Member
- Raj Garg: Committee Member
- Robert French: Committee Member

**Council Staff in Attendance:**
- Marion Winkler: Resource Recovery Engagement Officer
- Merryn Howell: Acting Group Manager, Community and Culture
- Teresa Russo: Crime Prevention Officer

**Apologies:**
- Lilly Verickovich: Committee Member

3. **Conflicts of Interest**

There were no conflicts of interest declared.

4. **Minutes of Previous Meeting**

Minutes of the last meeting held on 4 December 2018, were passed as a true and accurate record. Moved by Dr John Brodie and seconded by Robert French.

**ITEMS CONSIDERED AND DISCUSSED BY THE COMMITTEE:**

5. **Illegal Dumping Update (CSCPP Action 6.1/9.3)**

A presentation was provided on Council’s Waste Strategy, waste services and initiatives to address illegal dumping.

Council provides the following initiatives to increase asbestos awareness and removal:

- Optional waste services are available to all residents, in addition to bin collections. These includes free asbestos collections of small amounts (maximum 10 square meters) of loose, non-friable asbestos that have been laying dormant on residential properties. Residents can find out more and book a free asbestos collection by calling council on 8757 9000.
- During Asbestos Awareness Month (November) Council runs free information sessions and offers house inspections to help raise awareness about asbestos around the house and safety issues.
Cumberland Council

- Extensive information about asbestos, FAQs, and videos in five community languages (Arabic, Farsi, Hindi, simplified Chinese and Tamil) can be found under the "Asbestos Answers" hotlink from the Cumberland Council webpage here.

Council is undertaking a number of initiatives to address illegal dumping, including the following:

- Council staff are working to manage illegal dumping behaviour through education and regulation.
- Regulation is applied by Council's Regulatory Officers and the Western Sydney RID Squad Officer.
- Fines are advertised on illegally dumped materials stickers, A-frames, banners and bus shelter posters ($4,000 for individuals; $8,000 for businesses).
- Marketing in newspapers, on hotspot street banners, A-frames, bus wraps and bus shelters promote the free Clean Up Service over illegal dumping.
- An education-based "Spring Blitz" Marketing Campaign was held in July to September 2018 targeting known hotspots in Guildford, Girraween, Berala, Wentworthville and Lidcombe. Monitoring data showed less dumping and more booked Council Clean Up Services in some targeted areas, suggesting education-based campaigns can have an impact. Translated information is included on printed materials.
- Council is now partnering with the EPA using $8,000 of illegal dumping grant funding to further test education-based versus regulation approaches. A more involved face-to-face (door knock) approach will be tested. Known hotspots in Auburn and Lidcombe are being targeted for the 18 week trial. The results of the trial will then be applied to other hotspots in the LGA.
- Lane Street and Station Street, Wentworthville have a tailored approach planned for 2018. Lane Street has received targeted regulation in the past, but the impact was not as noticeable as for other areas. Therefore, a new approach will be applied, based on the most effective intervention revealed from the EPA trial. Five community groups will be offered a Council Waste Workshop over coming months, and Council Clean Up will be promoted through the Wentworthville Community Hub. Together, these efforts aim to promote positive waste management behaviour and mitigate further dumping.
- Council has also commenced a bi-lingual waste education campaign as part of the delivery of Council's 'Discover Cumberland' community education program. The program is delivered by bi-lingual educators who can speak 12 community languages: Arabic, Korean, Mandarin, Persian, Dari, Farsi, Tamil, Turkish, Urdu, Punjabi, Hindi and Somali. Through the program residents and school students participate in tailored interactive workshops to find out about their local Council services including waste education.

Feedback from Committee:

- Many issues with illegal dumping arise from short term tenancies - there is a need for a clause to be added to residential tenancy agreements regarding the liability of tenants.
- Regular kerb side clean ups seem to be more effective that the pre-booked service.

6. Business Arising

- Feedback was sought on the new template used for the Merrylands Town Centre Safety Audit.
- Further work needs to be undertaken to track progress against each of the 356 actions arising from the 8 safety audits undertaken to taken. This includes pulling out the safety from the access-related items, to focus only on the safety items.
- The police have been monitoring the Kingsway public toilets in the Wentworthville Town Centre and reported no incidents.
• Discussion was made on the proposed change of name of the Committee to the ‘Community Safety and Crime Prevention Committee’ to align with the name of the Cumberland Community Safety and Crime Prevention Plan 2018 - 2022.

Actions or Recommendations Arising:

6.1 Council to send out the two versions of the safety audit template for feedback from Committee members.

6.2 The Committee recommends that the name of the Committee be changed to the ‘Community Safety and Crime Prevention Committee’ and that the Terms of Reference be amended accordingly.

7. Update on Community Safety and Crime Prevention Plan (CSCPP) Projects

An update was provided on key safety projects currently underway:

[CSCPP Action 9.3]: Town Centre Graffiti Removal Pilot

Council has started rolling out its Business Graffiti Removal Pilot Project which provides all businesses who are the victims of vandalism, with a graffiti removal kit free of charge. The kit contains materials required to remove graffiti from their own shop fronts if their property is defaced and aims to enable business owners to remove graffiti as soon as they are targeted which in turn will minimise continued graffiti incidents. The pilot has been rolled out in town centres where safety audits have been completed in Pendle Hill, Guildford and Wentworthville and will be rolled out in Granville and Merrylands.

[CSCPP Action 5.7]: Domestic and Family Violence Initiatives

During the 16 Days of Activism, Council delivered or supported a number of initiatives:

• Four internal information sessions were delivered to Council staff to raise awareness of Cumberland Council’s Domestic and Family Violence Policy. Over 300 staff members across the organisation attended the four sessions delivered by a local survivor and DV advocate and Police, with local resources distributed. Council will continue to implement initiatives and training to build on this session to increase awareness and support internally across the organisation.

• Council’s website was updated to include information about DFV and who to contact: cumberland.nsw.gov.au/council/my-community/domestic-violence-crime.

• A ‘Raising Strong Families: Day No to DV’ March, organised by the Parramatta Cumberland Domestic and Family Violence Prevention Committee, was held in Granville Park. There was a low turn out at the event and the impact on broader community in terms of raising awareness was not clear. Evaluation of the event by the planning committee that a targeted public awareness campaign, rather than a march, would be more effective for 2019.

• Council rolled out a ‘Dunny Door’ campaign which installed stickers promoting the NSW Rape Crisis line on the back of all public toilets, library and community centres across Cumberland.

• Two DFV Training sessions were delivered for community leaders and workers to increase awareness and knowledge of how to recognise and respond appropriately was well received.

[CSCPP Actions 1.1 & 2.1]: Personal Safety Community Education

Living Safely in Cumberland Personal Safety Workshops - Council received a grant from the NSW Attorney General ($75,000) for the design and delivery of interactive bi-lingual community safety education programs that aim to:

• Raise awareness and educate community members on how to be safe
• Encourage reporting of issues to Police
• Forty workshops will be delivered (in English and community languages) targeting different demographic groups
• Six bi-lingual community educators (12 languages), Crime Prevention Officer and 2 Police Area Commands.

Feedback from Committee:
• Members are interested in being involved in attending the pilot programs and providing feedback.

[CSCPP Actions 1, 3 and 4]: Personal Safety Factsheets

Personal factsheets with key information about staying safe on key crimes including fraud, motor vehicle theft and home safety are available in a range of community languages from the NSW Police website www.police.nsw.gov.au/safety_and_prevention/safe_and_secure/resources_-_fact_sheets_and_videos. A total of 300 packs have been distributed to seniors across the LGA during Seniors Festival.

[CSCPP Action 4.2]: Neighbour Day - 31 March 2019

Neighbour Day is an initiative led by Relationships Australia which encourages people to get to know their neighbours. Council is promoting the event across the LGA to encourage community cohesion. Five Neighbour Day events are scheduled:

• Council’s Senior Units in Auburn & Lidcombe - 28 and 29 March 2019
• Guildford Community Centre - 25 March 2019
• Auburn Centre for Community - 27 March 2019
• Beralta Community Centre - 29 March 2019

Feedback from Committee:
• Consideration to be given to an expanded campaign in the future in areas particularly with high density areas such as King Park.

[CSCPP Action 9.5.3]: Alcohol Free Zone Stage 2 Roll Out

Alcohol Free Zones in the former Holroyd Council area are due for renewal in June 2019. Currently AFZs are being reviewed in Town Centre and key parks in:

• Greystanes
• Girraween
• Guildford
• Merrylands
• Pendle Hill
• South Wentworthville
• Toongabbie
• Wentworthville
• Westmead

[CSCPP Action 10.4]: Improve safety and security of Council’s public toilets and amenities buildings

Council is currently developing a Sharps Disposable Unit Register and cleaning teams are auditing toilets across the LGA. Council’s Open Space Maintenance Crews will also maintain a daily log of any parks and reserves they find sharps or other drug paraphernalia or evidence of
alcohol consumption in open spaces. This will assist to form a heat map of areas that are hotspots.

[CSCPP Action 6.2]: Police and Youth Footy Game

On Friday 15 March, Council will be hosting a Police and Youth Footy Game at Granville Park in partnership with local Police Area Commands as well as the local Pacific Islander community members. Teams will be made up of young people and plain clothes police with the aim of building trust, rapport and breaking down barriers between the two groups.

[CSCPP Action 7.4]: Road Safety Education

Council’s Road Safety Officer will deliver a safety talk to parents and residents in Wentworthville. This is a trial method of reaching community members. Council is also engaging with local schools to promote the support and education provided by Council’s Road Safety Officer.

[CSCPP Action 10.1]: Safety Audits

- Evening site safety inspections will be undertaken on 2 April in Phillips Park and 16 April in Coleman Park following issues of anti-social behaviour.
- Council will be undertaking an evening safety audit on Tuesday 26 March 2019, 7pm - 9pm. Participants will meet at Toongabbie Community Centre (George Mepham Hall) 244 Targo Road, Toongabbie for a short briefing before going out to the audit area.

[CSCPP Action 9.4]: Improve perceptions of safety through increased Police presence in Town Centres

An increase in the High Visibility Police team has also been implemented in the Toongabbie town centre in response to concerns raised by Centre Management during initial consultations regarding the upcoming safety audit.

[CSCPP Action 2.2]: CCTV in Public Spaces Program

- CCTV relocations this quarter: 7
- CCTV Footage extraction requests: 12

Homelessness support

Eight people have been assisted this quarter.

Upcoming Projects in Progress:

[Action 3.1]: Steal from Motor Vehicle

A campaign is in development to roll out an awareness campaign to address Steal from Motor Vehicle crime. This will consist of media coverage via newspapers, Council social media platforms and safety newsletters in rates notices as well as signage in key hotspots.

8. Police Updates

The following updates were provided by the two Police Area Commands:

- Auburn Police Area Command reported significant crime drop targets achieved. Break and enter offences are down by approximately 30%. Robbery offences are also down. Break and enter from caged areas is still a concern and steal from motor vehicle offences are rising but proactive policing team are getting good results.
Cumberland Police Area Command reported issues with people leaving cars unlocked with property inside or house doors unlocked. There is an increase of ‘Fail to pay’ fraud incidents. No further break and enters and steal from motor vehicles in Pemulwuy have occurred following apprehension of the offenders on 7 March.

9. Other Business

The Committee has requested the next meeting’s agenda include a presentation from Council’s Environmental Health Protection Team.

Actions or Recommendations Arising:

9.1 Council to organise a presentation from Council’s Environmental Health Protection Team at upcoming meeting.

10. Close of Meeting

Meeting closed at 8.06pm.

Next meeting: Tuesday, 11 June 2019 in Committee Rooms, Council Administration Building, Merrylands.
DOCUMENTS ASSOCIATED WITH REPORT C04/19-52

Attachment 9
Minutes of Meeting - Library Committee - 12 March 2019
CUMBERLAND COUNCIL LIBRARY ADVISORY COMMITTEE (LAC)

Minutes of Meeting held on Tuesday, 12 March 2019 at 6:30pm at Wentworthville Library, 2 Lane Street, Wentworthville.

1. Open of Meeting

Cllr Lisa Lake opened the meeting and welcomed all members to the Library Advisory Committee of Cumberland Council.

2. Record of Attendance, Introductions and Apologies

Attendance List:
Cllr Lisa Lake Councilor and Committee Member (Chairperson)
Allan Ezzy Committee Member
Diana Finch Committee Member
Julie Thomas Committee Member
Maria Teresa Ciaccia Committee Member
Samantha Rich Committee Member
Sue Stenning Committee Member
Zeida Stowers Committee Member

Council Staff in Attendance:
Nicole Byrn Manager, Library Services (Minutes)
Robynne Winley Library Systems & Technical Support Coordinator

Apologies:
Cllr Ross Grove Councilor and Committee Member
Mangat Bansal Committee Member
Muhammad Mehdi Committee Member

3. Conflicts of Interest

There were no conflicts of interest declared.

4. Minutes of Previous Meeting

Minutes of the last meeting held on 23 October 2018, were passed and adopted as a true and accurate record.

ITEMS CONSIDERED AND DISCUSSED BY COMMITTEE

5. Library Statistics and Trends

Collections

The Committee commented on the areas of collection that are over 90% of total are borrowed and what this represents.

- Junior readers – Wentworthville
- Junior school collection – Wentworthville
- Tamil Resources – Wentworthville

Council staff indicated that there are a number of factors contributing to this, including particular collections that are popular at Wentworthville, smaller collections that are read out
quickly, and shows that we may need to increase those collections, where there is availability.

Language resources are doing particularly well. Junior magazines are also very popular, and the committee asked if we could expand the Junior eMagazine collection via Zinio.

The large print collection at Greystanes has been read out and there was a request to rotate the collection to provide varied titles.

Programs and Events

- The Committee noted the number of children attending various Toddler Time sessions was very high and we should consider additional sessions in future.
- The Committee noted that numbers for baby rhyme time were dropping at Greystanes and that now there are new facilities at that Centre, it may be worth marketing again.
- Some committee members who attended recent author talks were disappointed at the numbers that participated. There was comment that a number of committee members that were previously on library newsletter lists have not been receiving anything, and this may be a reason for dropping numbers.
- Council staff explained the current process for content, mail outs and frequency.
- The Committee asked for this to be reviewed to provide a monthly newsletter with library specific content and sent to all on previous mailing lists.
- The Committee suggested an increase of homework help and reading buddies at Wentworthville Library. Council staff indicated that the Homework Help program was not overly successful when trialled at Wentworthville, however the reading Buddies certainly was and we are looking at recruiting more volunteers for this program.
- Council staff suggested that the Library Programs and Events Coordinator, Kirsty Plumridge, be invited to the next meeting.
- Cllr Lake talked about the Ekushey Corner project and the recent success of the launch at Auburn Library.

General Statistics

- The Committee noted that the last column on the visitation statistics represented the quarter and not YTD. Council staff will rectify.
- The Committee discussed the variations in collection sizes at locations.

Actions and Recommendations Arising:

5.1 Council staff to review collections that are 90% utilised.
5.2 Council staff to review number and titles of junior magazines available on Zinio.
5.3 Council staff to look at the rotation of large print particular at Greystanes Library.
5.4 Council staff to look at marketing of baby rhyme time at Greystanes Library.
5.5 Council staff to review the process of the library enewsletter.
5.6 Council staff to look at the possibility of more reading buddies at Greystanes Library.
5.7 Kirsty Plumridge be invited to the next meeting.

6. Library Strategy

The Library Strategy was adopted at the meeting of 6 Feb 2019. The Committee noted the actions and timeframes and that the Strategy are reportable on a quarterly basis. Council staff thanked the Committee for the important contribution they have made to the development of this Strategy. Cllr Lake also indicated that there was a Draft Cultural Plan that reflects the Library Services and buildings as part of a wider strategy.
7. **Library Fees And Charges**

The Committee discussed the proposed Inter Library Loan fee. This service is charged for by most Sydney Libraries and varies in cost. Cumberland does not currently charge a fee, so there are increasing demands from customers outside the Cumberland area for access to items from other libraries. The Committee generally felt that it was appropriate to have a fee attached, although overall the proposed $5 was considered high. There was also agreement that there should be a limit of the number of requests and/or loans for this service.

**Actions and Recommendations Arising:**

7.1 Council staff to review and adjust the proposed Inter Library Loan fee prior to public exhibition in May.

8. **Current Building Projects and Proposals**

- Auburn Expansion – an update on the expansion of Technology Services at Auburn Library was provided.
- Granville Multipurpose Centre – an update on the building project was provided.
- Proposal for a Cumberland Heritage Centre – the Committee was briefed on the recent Council notice of motion regarding a Cumberland Heritage Centre in the existing Granville Library building. Council staff will be providing a report outlining more details of the proposal in June this year. The Committee generally supports the idea of the Cumberland Heritage Centre and will be happy to engage further to provide feedback to the report.

9. **Library Grants and Funding**

**Metropolitan Public Library Grant**

The Library Service was successful in a grant submission for $90,000 to improve and maximise existing spaces in our Libraries. This will include furniture, technology and some minor modifications for Regents Park, Lidcombe, Greystanes, Guildford and Wentworthville Libraries.

**Current State Funding and Subsidies**

- The recent campaign to ensure Public Libraries funding from the State is maintained and increased was discussed.
- Both current Government and opposition have announced packages for public libraries that will see this happen moving forward.
- The developers contribution funds (previously Section 94) was discussed in relation to its purpose and what this means for Libraries.

10. **General Business**

There were no general business items.

11. **Close of Meeting**

Meeting Closed at 8.00pm.

Next meeting: Tuesday, 11 June 2019 at Granville Library, 8 Carlton Street, Granville.

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Library Advisory Committee Meeting, Tuesday 12 March 2019
Attachment 10
Minutes of Meeting - Culturally & Linguistically Diverse Consultative Committee - 14 March 2019
CUMBERLAND COUNCIL CULTURALLY AND LINGUISTICALLY DIVERSE (CALD) ADVISORY COMMITTEE

Minutes of Meeting held on Thursday, 14 March 2019 at 6.00pm in the Committee Rooms, Council Administration Building, Merrylands.

1. **Open of Meeting**

Cir Kun Huang gave an Acknowledgement of Country and welcomed meeting attendees to the CALD Advisory Committee of Cumberland Council.

2. **Record of Attendance, Introductions and Apologies**

**Attendance List:**
- Cir Kun Huang, Councillor and Committee Member
- Cir Ola Hamid, Councillor and Committee Member
- Amir Mekhael, Committee Member
- Aurelia Rahman, Committee Member
- Ernest Yung, Committee Member
- Maia Sufan, Committee Member
- Margaret Nekearee Cowan, Committee Member
- Maria Teresa Ciaccia, Committee Member

**Council Staff in Attendance:**
- Adama Kamara, Acting Manager, Community Development and Planning
- Christina Halligan, Children’s Programs Coordinator
- Manika Kahle, Community Education Officer
- Marion Winkler, Resource Recovery Engagement Officer
- Merryn Howell, Acting Group Manager, Community and Culture
- Sara Imanian, Community Project Officer

**Apologies:**
- Julie Tai, Committee Member

3. **Conflicts of Interest**

There were no conflicts of interest declared.

4. **Minutes of Previous Meeting**

Minutes of the last meeting held on 29 November 2018, were passed and adopted as a true and accurate record. Moved by Marie Teresa Ciaccia and seconded by Amir Mekhael.

**ITEMS DISCUSSED BY COMMITTEE:**

5. **Business Arising**

**Committee Membership**

The CALD Advisory Committee has 3 vacancies. Twelve Expressions of Interest have been received. Logessan Pillay’s forfeited position was also noted.
Adoption of Revised Terms of Reference

The amended Terms of Reference with recommendation to hold CALD Advisory Committee meetings every four months was adopted by Council.

6. Children and Families Strategy

Council is in the process of developing a Children and Families Strategy. Consultations have been undertaken with families in the Local Government Area with face to face surveying of children and adults as well as an in-depth online survey. Two community consultations are scheduled in Auburn and Pemulwuy in March 2019. Families are invited to attend the consultation with their children, to ensure their voice is reflected in the Strategy.

The Strategy will focus on four areas: education and care, child protection, health & inclusion and community connection.

Feedback from Committee:

- Council to engage with Pacific Islander families, as the community faces a number of challenges, and to consider holding a consultation in Granville.

Actions or Recommendations Arising:

6.1 Committee members to promote the community consultations through their networks.

7. Children Services' work with Refugee and Asylum Seeker Families

Council’s new Children’s Services Community Projects Officer’s role is to connect with families from refugee and asylum seeker backgrounds and link them to education and care services. Lack of awareness of the available childcare services and their cost have been identified as a barrier. As an entry point, the occasional care service The Sometimes Centre in Merrylands has been identified, offering bi-lingual educators and flexible child care for $10/hour.

8. Upcoming Feasibility Study into Food Donations in the Cumberland LGA

Council has been awarded a grant by the NSW Environment Protection Authority (EPA) as part of the Waste Less, Recycle More initiative, funded from the waste levy, to undergo a feasibility study, to explore how the amount of food waste going to landfill can be minimised and to provide food relief to the community.

The study will take place from April to October 2019. It will include consultations with local businesses and the community to understand the volume of food waste, the need for food relief, barriers and gaps to food donations as well as to explore practical solutions.

Following the gained knowledge from the feasibility study, community groups, organisations or Council could apply for funding for required infrastructure to facilitate food support programs in the future. The grant opportunity will open in August 2019.

Council is seeking Expressions of Interest of community members and businesses to be participate in surveys and interviews.

Council has a campaign focusing on reducing food waste at a household level, called ‘Love your Leftovers’. This project provides practical tips and recipe ideas, utilising left over food.
Actions or Recommendations Arising:

8.1 Interested Committee members are invited to contact Marion Winkler by email: marion.winkler@cumberland.nsw.gov.au.

9. **Update on Civic Education Program**

Six Bi-lingual Community Educators have been trained to deliver the Discover Cumberland project. In February 2019 three bus tours were delivered during Senior’s Festival, in English, Arabic and Mandarin. In addition, a Discover Cumberland workshop was held.

Numerous community groups and organisations have expressed an interest in the program. Two further bus tours and three workshops are already booked till June 2019, while additional programs planned.

Council was awarded a grant ($75,000) from NSW Attorney General for the Living Safely in Cumberland Personal Safety Workshops. The project will involve the design and delivery of interactive bi-lingual community safety education programs that aim to:

- Raise awareness and educate community members on how to be safe
- Encourage reporting of issues to Police
- Deliver 40 workshops (in English and community languages) targeting different demographic groups
- Workshops will be delivered by 6 bi-lingual community educators in 12 languages, coordinated by Council’s Crime Prevention Officer in partnership with the local Police Area Commands

Feedback from Committee Members:

- Two Committee Members attended a Discover Cumberland bus tour. They provided feedback that the tour was informative and they discovered places and landmarks in the Cumberland LGA that they were not previously aware of before. They also found out about the wide range of Council services and promoted these to others.

10. **Update on the Draft Cumberland Cultural Plan**

An update was provided on the Draft Cumberland Cultural Plan 2019 - 2029, which was distributed to Committee members, and key highlights from the background report, *The State of Culture in Cumberland*. Some of the key themes emerging from the community engagement included:

- Strength in cultural diversity and in people coming together
- Cumberland’s culture is defined by our unique people and places
- Food, music and dance bring people together
- Affordable, quality and multipurpose places and spaces
- Free, safe, activated and inclusive streets and civic spaces

The Plan identifies five priority areas to guide Council’s planning of programs, services, activities and infrastructure in arts and culture over the next ten years.

The five priority areas include:

PRIORITY 1: Recognising Cumberland’s Aboriginal cultural heritage
PRIORITY 2: Celebrating strength in diversity
PRIORITY 3: Improving cultural facilities, spaces and streets
PRIORITY 4: Enhancing place identity and activation
PRIORITY 5: Supporting cultural groups and individuals
The Draft Plan will be reported to Council on 3 April 2019.

Feedback from Committee:

- The Draft Plan is very comprehensive.
- All cultures were addressed.

Actions or Recommendations Arising:

10.1 Council to distribute the Draft Cultural Plan to the Committee during the public exhibition period and invite any further feedback.

11. General Business

Auburn South Community and Recreation Centre

Council is developing a new multi-purpose community facility at 179 Chisholm Road, Auburn (the former Auburn RSL Bowling Club site) called the ‘Auburn South Community and Recreation Centre’. The new facility will deliver much needed additional meeting, event and activity spaces for residents and community groups and provide five outdoor synthetic multi-purpose sport courts.

Feedback was sought from the Committee on the concept designs.

Feedback from Committee:

- There is lots of open space and parking and the Centre is in close proximity to the local public school.
- Consideration of inclusion of a small reflection/prayer room.
- The kind of programs and services that members would like to be delivered from the site include: childcare facilities, out of school hours service, programs for mothers, sports and recreational activities, futsal, arts and craft programs and spaces and programs for community groups to meet and run their own programs and events.

Refugee Camp in My Neighbourhood

The Refugee Camp in My Neighbourhood project is a simulation of the journey and experiences that a refugee overcomes before coming to Australia. The interactive exhibition will take place from 29 July to 9 August 2019 at the Auburn Centre for Community. The project offers educational tours to school students, professionals as well as the public.

A five year longitudinal evaluation of the social impact of the project has been undertaken. Copies of the report are available from the Council website or www.refugeecampauburn.com.au/about-2/.

Neighbour Day

Neighbour Day is an initiative led by Relationships Australia which encourages people to get to know their neighbours. Council is promoting the event across the LGA to encourage community cohesion.

Five Neighbour Day events are scheduled:

- Council’s Senior Units in Auburn & Lidcombe - 28 and 29 March 2019
- Guildford Community Centre - 25 March 2019
- Auburn Centre for Community - 27 March 2019
- Berala Community Centre - 29 March 2019
Ekushey Corners

- Ekushey Corners have recently been established across all 8 Council libraries. The corners aim to assist in the preservation of Mother Languages. Corners provide information, referral and create awareness of Mother Languages, and promote the diverse languages spoken in the Cumberland area. A directory of the community language schools run in
- A launch of the initiative was celebrated at Auburn Library on International Mother Language Day on 21 February 2019. The launch and celebration included food, dance, poetry and music from a range of cultural performers.

Building Cultural Capacities training

Council is organising Building Cultural Capacities training. The interactive forum will be held on 28 March 2019 for local workers to improve their professional practice in working with the diversity of their communities.

Clubs for Cumberland ClubGRANTS

The ClubGRANTS funding scheme will open from 2 April 2019. Organisations can access free information sessions, grant writing workshops and receive tailored advice on their project at an advisory desk session.


Ramadan Street Food Festival

The Cumberland Ramadan Street Food Festival will be held in Auburn Town Centre on Saturday, 18 May 2019. Council is inviting Expressions of Interest from food stall holders to participate. A consultation will be held with community groups in the next two weeks to provide input into the design and development of an interactive community space to be incorporated into the Festival. The space would aim to provide an opportunity for interfaith dialogue and opportunities for people to learn about Ramadan, how it is celebrated in different parts of the world, to interact with different communities and to learn about the work of local community groups operating within Cumberland.

Feedback from Committee:

- Signage for the event should be in both English and Arabic.

Actions or Recommendations Arising:

11.1 Council to distribute food stallholder EOI’s and information about the community consultation to Committee members.

12. Close of Meeting

Meeting closed at 7.26 pm.

Next meeting: Thursday, 13 June 2019 in the Committee Rooms, Council Administration Building, Merrylands.
DOCUMENTS ASSOCIATED WITH REPORT C04/19-52

Attachment 11

Draft Terms of Reference - Crime Prevention and Community Safety Committee
Community Safety and Crime Prevention Committee

TERMS OF REFERENCE

1. Purpose

The Community Safety and Crime Prevention Committee is an advisory body to Cumberland Council.

The purpose of the Committee is:

- To participate in regular community safety audits to identify community safety concerns with Council and the Police and to discuss potential solutions to address the issues, including through environmental changes.
- To provide input into the development and implementation of the Cumberland Community Safety and Crime Prevention Plan.
- To assist Council to consult and respond to emerging community safety issues that impact on communities within the Cumberland Council area.

2. Membership

Membership of the Cumberland Community Safety and Crime Prevention Committee will consist of:

- Up to fourteen (14) community members or representatives. Ideally, the community members will be representative from across the geographical area of Council.
- Two Councillors.

Councillor members are to be elected by Council (Ordinary Meeting of Council) at the start of each Council term. Membership can be altered at any time by Council resolution.

All nominations for appointment to the Committee are to be formally submitted in writing to Council. Nominees must complete an Expression of Interest and declare formally, in writing to Council any potential conflicts of interest (such as being a member of other committees or other community affiliations) directly relating to the purpose of the Committee.

All nominations will be assessed by an internal panel of Council staff and recommendations made to Council.

Committee membership will be formalised by resolution of Council.

Membership of the Committee shall be for the two years with the exception of staff representatives.

Council staff will provide administrative support to the Community Safety and Crime Prevention Committee and be in attendance at meetings.
3. **Selection Criteria**

To be eligible as a community representative, members must live, work, study or have connections to the Cumberland Local Government Area (LGA) and meet the following criteria:

- Be a resident or representative of local business, community organisation (s), peak body, school, relevant industry group or government agency with demonstrated knowledge or experience and interest in community safety and crime prevention.

4. **Meeting Attendance**

Committee Members are expected to attend all committee meetings where possible. If a member is unable to attend, an apology is to be provided to the meeting convener prior to the meeting. A member who fails to attend two (2) consecutive meetings without submitting a satisfactory explanation will forfeit his/her place on the Committee.

Where a Councillor cannot attend a meeting of the Committee, another person delegated by the Councillor may act as a Member of the Committee for that meeting. All other Councillors are able to attend Committee meetings.

5. **Times and Places for Meetings**

The Committee will meet quarterly. An extraordinary meeting may be called where circumstances warrant. Meetings may include face to face meetings or via online platform(s).

6. **Quorum**

A quorum will be reached if more than 50% of the Advisory Committee members are in attendance.

If a quorum is not reached within 15 minutes of the set starting time, the meeting will be adjourned to a date, time and place set by the Chairperson.

7. **Chairperson**

The Chairperson will be nominated by the Committee. In his/her absence the Committee may elect another Chairperson.

8. **Conflict of Interest & Pecuniary Interest**

Committee members must tell the Committee Convenor of any conflicts of interest or pecuniary interest at the start of each meeting, or before discussion of a relevant agenda item or topic. Details of any conflicts of interest or pecuniary interest will be included in the meeting minutes.

If members or those invited to Committee meetings find they do have a real or perceived conflict of interest or pecuniary interest they are not allowed to be a part of Committee discussions on the issue.

9. **Administration of the Committee**

The Committee will be convened (organised) by Council’s Crime Prevention Officer. Other Council staff will attend meetings and provide advice to the Committee as required.

Council staff will provide the following administrative support to the Community Safety and Crime Prevention Committee, as required:
• All correspondence to members of the Committee.
• Notification of times of meetings, meeting agenda and meeting venue.
• Preparation and distribution of minutes.
• Background reports and other information as required.
• Reports to Council.

10. Meeting Notifications, Agenda and Minutes

Council will notify members of the time and place of each meeting at least one week in advance, together with a copy of the agenda and any reports. Minutes will be sent out after each meeting.

A report on the Committee will be submitted every six (6) months to the next Ordinary Committee of Council.

11. Expenses of Committee Members

Cumberland Council will not generally authorise payment or provide remuneration to Committee members. Where special circumstances do exist, Council may pay remuneration, reimburse expenses and/or provide facilities to Committee members.

12. Insurance

Committee members are covered by Council’s public liability and professional indemnity insurance.

13. Media Contact

Committee members may not speak to the media on behalf of the Committee or Council without approval in advance from Council’s Media and Communications Team.

14. Induction

Advisory Committees operate under Council’s corporate governance framework, including Code of Conduct. New members will receive relevant information and briefings on their appointment to assist them to meet their Committee responsibilities.

15. Standard Operating Procedures

All other procedures are to be in accordance with Council’s Manual for Standard Operating Procedures and Code of Meeting Practice.
Attachment 12
Draft Terms of Reference - Access Committee
Access Committee
TERMS OF REFERENCE

1. Purpose

The Access Committee is an advisory body to Cumberland Council and acts as a sub-committee of the Cumberland Access and Inclusion Panel, which provides community representation, advice and input to Council on:

- The views, needs and interests of people with disability, their families and carers in the Cumberland area.
- The implementation and evaluation of Council's Disability Inclusion Action Plan 2017-2021, including Council's policies, strategies, services, programs, community events and engagement practices.

The specific purpose of the Access Committee is:

- To assist Council to consult and respond to access issues that impact on communities across the Cumberland Local Government Area. To participate in regular community access audits to identify access issues and to discuss potential solutions to address access issues.
- To provide expert advice on Council community infrastructure projects.

2. Membership

Membership of the Access Committee will consist of:

- Up to ten (10) community members or representatives. Ideally, the community members will be representative from across the Cumberland Local Government Area.
- Up to two (4) Councillors.

Councillor members are to be elected by Council (Ordinary Meeting of Council) at the start of each Council term. Membership can be altered at any time by Council resolution.

Membership can be altered at any time by Council resolution.

All nominations for appointment to the Committee are to be formally submitted in writing to Council. Nominees must complete an Expression of Interest and declare formally, in writing to Council any potential conflicts of interest (such as being a member of other committees or other community affiliations) directly relating to the purpose of the Committee.

All nominations will be assessed by an internal panel of Council staff and recommendations made to Council.
Committee membership will be formalised by resolution of Council.

Community membership of the Committee shall be for a period of two years.

Council staff will provide administrative support to the Access Committee and be in attendance at meetings as resource people. Representatives from Council’s planning, engineering, capital works, community facilities, parks and recreation or other relevant service areas will be required to attend meetings to provide technical expertise and advice.

3. Selection Criteria

To be eligible as a community representative, members must live, work, study or have connections to the Cumberland Local Government Area (LGA) and meet at least one of the following criteria:

- Be a person with disability or mobility restriction or represent a group of persons who have a disability or mobility restriction.
- Have demonstrated knowledge or experience in access issues and improving the physical environment in the Cumberland Local Government Area.

4. Meeting Attendance

Committee Members are expected to attend all committee meetings where possible. If a member is unable to attend, an apology is to be provided to the meeting convenor prior to the meeting. A member who fails to attend two (2) consecutive meetings without submitting a satisfactory explanation will forfeit his/her place on the Committee.

Where a Councillor cannot attend a meeting of the Committee, another person delegated by the Councillor may act as a Member of the Committee for that meeting. All other Councillors are able to attend Committee meetings.

5. Times and Places for Meetings

The Committee will meet quarterly. An extraordinary meeting may be called where circumstances warrant. Meetings may include face to face meetings or via online platform(s).

Meetings may also be held in conjunction with community access audits, which will take place at rotating accessible venues across the Cumberland Local Government Area.

6. Chairperson

The Chairperson will be nominated by the Committee. In his/her absence the Committee may elect another Chairperson.

7. Conflict of Interest & Pecuniary Interest

Committee members must tell the Committee convenor of any conflicts of interest or pecuniary interest at the start of each meeting, or before discussion of a relevant agenda item or topic. Details of any conflicts of interest or pecuniary interest will be included in the meeting minutes.

If members or those invited to Committee meetings find they do have a real or perceived conflict of interest or pecuniary interest they are not allowed to be a part of Committee discussions on the issue.
8. Administration of the Committee

The Committee will be convened by a Council officer from Council’s Community Development Directorate. Other Council staff will attend meetings and provide advice to the Committee as required.

Council staff will provide the following administrative support to the Access Committee, as required:

- All correspondence to members of the Committee.
- Notification of times of meetings, meeting agenda and meeting venue.
- Preparation and distribution of minutes.
- Background reports and other information as required.
- Reports to Council.

9. Meeting Notifications, Agenda and Minutes

Council will notify members of the time and place of each meeting at least one week in advance, together with a copy of the agenda and any reports. Minutes will be sent out after each meeting.

A report on the Committee will be submitted every six (6) months to the next Cumberland Access and Inclusion Panel and Ordinary Committee of Council.

10. Expenses of Committee Members

Cumberland Council will not generally authorise payment or provide remuneration to Committee members. Where special circumstances do exist, Council may reimburse expenses and/or provide facilities to Committee members.

11. Insurance

Committee members are covered by Council’s public liability and professional indemnity insurance.

12. Media Contact

Committee members may not speak to the media on behalf of the Committee or Council without approval in advance from Council’s Media and Communications Team.

13. Induction

Advisory Committees operate under Council’s corporate governance framework, including Code of Conduct. New members will receive relevant information and briefings on their appointment to assist them to meet their Committee responsibilities.

14. Standard Operating Procedures

All other procedures are to be in accordance with Council’s Manual for Standard Operating Procedures and Code of Meeting Practice.
DOCUMENTS ASSOCIATED WITH REPORT C04/19-52

Attachment 13
Draft Terms of Reference - Youth Advisory Committee
Youth Advisory Committee

TERMS OF REFERENCE

1. Purpose

The Youth Advisory Committee is an advisory body to Cumberland Council.

The purpose of the Committee is:

- To assist Council to implement key actions in the Cumberland Youth Strategy.
- To raise the profile of young people in Cumberland and to inform Council decision making in relation to policy, programs, facilities, service delivery and engagement practices.
- To identify opportunities for collaboration among youth advisory bodies, youth services, young people and community groups working in the Cumberland area.

2. Membership

Membership of the Cumberland Youth Advisory Committee will consist of:

- Up to fourteen (14) community members or representatives from local community organisations or youth advisory/ambassador groups. Ideally, the community members will be young people and representative from across the geographical area of Council.
- Two (2) Councillors.

Councillor members are to be elected by Council (Ordinary Meeting of Council) at the start of each Council term. Membership can be altered at any time by Council resolution.

At least half of the Committee will be made up of people under 25 years.

All nominations for appointment to the Committee are to be formally submitted in writing to Council. Nominees must complete an Expression of Interest and formally declare in writing to Council any potential conflicts of interest (such as being a member of other committees or other community affiliations) directly relating to the purpose of the Committee.

All nominations will be assessed by an internal panel of Council staff and recommendations made to Council.

Committee membership will be formalised by resolution of Council.

Community membership of the Committee shall be for a two year period.

Council staff will provide administrative support to the Youth Advisory Committee and be in attendance at meetings.
3. Selection Criteria

To be eligible as a community representative, members must live, work, study or have connections to the Cumberland Local Government Area (LGA) and meet at least one of the following criteria:

- Be a young person aged 16 to 25 years.
- Be a member of a youth advisory/ambassador group involved in the Cumberland area.
- Be a representative from a local youth service, peak body, school or community organisation with demonstrated knowledge, experience or interest in youth participation and practice.

4. Meeting Attendance

Committee Members are expected to attend all committee meetings where possible. If a member is unable to attend, an apology is to be provided to the meeting convener prior to the meeting. A member who fails to attend two (2) consecutive meetings without submitting a satisfactory explanation will forfeit his/her place on the Committee.

Where a Councillor cannot attend a meeting of the Committee, another person delegated by the Councillor may act as a Member of the Committee for that meeting. All other Councillors are able to attend Committee meetings.

5. Times and Places for Meetings

The Committee will meet quarterly at dates and times as determined. An extraordinary meeting may be called where circumstances warrant.

Meetings will normally be held at either the Council Administration Building at 16 Memorial Avenue, Merrylands, or at another accessible venue. The venue of the next quarterly meeting is to be agreed by the Committee during the (prior) meeting.

6. Chairperson

The Chairperson will be nominated by the Committee. In his/her absence the Committee may elect another Chairperson.

7. Conflict of Interest & Pecuniary Interest

Committee members must tell the Committee convenor of any conflicts of interest or pecuniary interest at the start of each meeting, or before discussion of a relevant agenda item or topic. Details of any conflicts of interest or pecuniary interest will be included in the meeting minutes.

If members or those invited to Committee meetings find they do have a real or perceived conflict of interest or pecuniary interest they are not allowed to be a part of Committee discussions on the issue.

8. Administration of the Committee

The Committee will be convened by a Council officer from Council’s Community Development Directorate. Other Council staff will attend meetings and provide advice to the Committee as required.

Council staff will provide the following administrative support to the Youth Advisory Committee, as required:

- All correspondence to members of the Committee.
9. Meeting Notifications, Agenda and Minutes

Council will notify members of the time and place of each meeting at least one week in advance, together with a copy of the agenda and any reports. Minutes will be sent out after each meeting.

A report on the Committee will be submitted every six (6) months to the next Ordinary Committee of Council.

10. Expenses of Committee Members

Cumberland Council will not generally authorise payment or provide remuneration to Committee members. Where special circumstances do exist, Council may reimburse expenses and/or provide facilities to Committee members.

11. Insurance

Committee members are covered by Council’s public liability and professional indemnity insurance.

12. Media Contact

Committee members may not speak to the media on behalf of the Committee or Council without approval in advance from Council’s Media and Communications Team.

13. Induction

Advisory Committees operate under Council’s corporate governance framework, including Code of Conduct. New members will receive relevant information and briefings on their appointment to assist them to meet their Committee responsibilities.

14. Standard Operating Procedures

All other procedures are to be in accordance with Council’s Manual for Standard Operating Procedures and Code of Meeting Practice.
Item No: C04/19-53

NOTICE OF MOTION - SCHOOL HOLIDAY CARE PROGRAM

Councillor: Ola Hamed
File Number: SC483

SUMMARY

Pursuant to Notice, Councillor Hamed submitted the following Motion.

NOTICE OF MOTION

That Council seek a report on the feasibility of including an appropriate heritage based activity as part the School Holiday Care Program including consideration of a tour of heritage assets in the Cumberland Council area as part of the activity.

RESOURCING IMPLICATIONS

Council staff have significant expertise and experience in developing a broad range of School Holiday Programs. This includes the capacity to scope and cost an appropriate heritage based activity and tour for school aged children and young people in Cumberland.

Council has existing School Holiday Program budgets across various service areas, including funding for excursions. The cost of delivering the proposed heritage based activities could be covered by these existing budgets.

GENERAL MANAGER ADVICE

Council operates a broad range of School Holiday Programs as part of its regular operations, including regular programs delivered by Children’s Services, the Youth Participation and Programs team, Library Services and Parks and Recreation.

Specifically, the School Holiday Care Program is delivered by Children’s Services and is regulated to follow the My Time Our Place curriculum. Work would need to be undertaken to align an age appropriate heritage based activity with the curriculum and ensure that the proposed tour of heritage assets adhered to excursion requirements and regulations.

It should be noted that fees and charges apply for attendance at School Holiday Care Programs operated by Children’s Services as they operate as an approved provider of education and care services, which are regulated. Different arrangements apply across Council’s other service areas that offer school holiday activities and often require parental supervision requirements.
All School Holiday Programs are planned and programmed in advance. Programs are now planned for the April 2019 School Holidays. If the Notice of Motion is supported Council would look to trial a heritage based activity and/or tour in the July or October School Holidays in 2019. This would enable sufficient time for Council to engage with children, young people and their families to ascertain the level of interest in the proposed heritage based activity and tour, develop the program and determine the best method of delivery.

ATTACHMENTS

Nil
Item No: C04/19-54

NOTICE OF MOTION - CUMBERLAND COUNCIL ADMINISTRATION BUILDING

Councillor:  Ned Attie
File Number:  SC483

SUMMARY

Pursuant to Notice, Councillor Attie submitted the following Motion.

NOTICE OF MOTION

That:

1. Investigations commence into the potential site for a new Cumberland Council Administration building for all office based staff.

2. A report be provided, including but not limited to, the most suitable location, cost of construction and possible ways of funding the development.

3. The report is to also look at the possibility of additional community benefits within the proposed development.

RESOURCING IMPLICATIONS

This report can be produced utilising existing resourcing.

GENERAL MANAGER ADVICE

Council is able to produce a report on this matter at the 1 May 2019 Council meeting within existing resourcing. This matter was previously considered by Council at the 18 July 2018 Council meeting.

ATTACHMENTS

Nil