

# CUMBERLAND CITY COUNCIL

# **Council Meeting**

Wednesday, 3 February 2021 at 6:30pm

Cumberland City Council Chambers

Merrylands Service Centre, 16 Memorial Avenue, Merrylands

#### **Councillor Contact Details**

Granville Ward		
Clr Steve Christou (Mayor)	0419 651 187	Steve.Christou@cumberland.nsw.gov.au
Clr Joseph Rahme	0418 995 471	Joseph.Rahme@cumberland.nsw.gov.au
Clr Ola Hamed	0405 070 007	Ola.Hamed@cumberland.nsw.gov.au
Greystanes Ward		
Clr Eddy Sarkis (Deputy Mayor)	0418 306 918	Eddy.Sarkis@cumberland.nsw.gov.au
Clr Greg Cummings	0417 612 717	Greg.Cummings@cumberland.nsw.gov.au
Vacant	-	-
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 Paul Garrard	0414 504 504	Paul.Garrard@cumberland.nsw.gov.au
Clr Tom Zreika	0400 805 303	Tom.Zreika@cumberland.nsw.gov.au
Clr Glenn Elmore	0418 459 527	Glenn.Elmore@cumberland.nsw.gov.au
Wentworthville Ward		
Clr Michael Zaiter	0418 432 797	Michael.Zaiter@cumberland.nsw.gov.au
Clr Suman Saha	0419 546 950	Suman.Saha@cumberland.nsw.gov.au
Clr Lisa Lake	0418 669 681	Lisa.Lake@cumberland.nsw.gov.au

For information on Council services and facilities please visit <a href="www.cumberland.nsw.gov.au">www.cumberland.nsw.gov.au</a>



#### **ORDER OF BUSINESS**

1	Opening Pra	yer / Acknowledgement of Country / National Anthem
2	Notice of Liv	e Streaming of Council meeting
3	Apologies /	Requests for Leave of Absence
4	Declarations	of Pecuniary & Non Pecuniary Conflicts of Interest
5	Confirmation	n of Previous Minutes
	C02/21-663	Minutes of the Ordinary Meeting of Council - 16 December 2020
6	Mayoral Min	
	Nil	
7	Public Forur	n / Presentation of Petitions
8	Items Resolv	ved by Exception
9	Reports to C	ouncil
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	Nil	
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10	Reports of C	council Committees
	Nil	



#### 11 Motions Pursuant to Notice

Nil

12 Notices of Rescission

Nil

13 Questions on Notice

Nil

#### 14 Closed Session Reports

C02/21-673 Approval of Contract - Procurement Exemption

Note: Included in Closed Council in accordance with Section 10A(2)(d)(i) of the Local Government Act as the information involves commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

- 15 Other / General Matters
- 16 Close



Item No: C02/21-663

#### MINUTES OF THE ORDINARY MEETING OF COUNCIL - 16 DECEMBER 2020

Responsible Division: Finance & Governance

Officer: Director Finance & Governance

#### **RECOMMENDATION**

That Council confirm the minutes of the Ordinary Meeting of Council held on 16 December 2020.

#### **ATTACHMENTS**

1. Draft Council Minutes - 16 December 2020 J

## DOCUMENTS ASSOCIATED WITH REPORT C02/21-663

# Attachment 1 Draft Council Minutes - 16 December 2020





#### Minutes of the Council Meeting 16 December 2020

#### Present:

Steve Christou (Mayor) Councillor

Eddy Sarkis (Deputy Mayor) Councillor (arrived 7:02pm)

Ned Attie Councillor

George Campbell Councillor (via web conferencing)

Greg Cummings Councillor
Glenn Elmore Councillor
Paul Garrard Councillor
Ola Hamed Councillor
Kun Huang Councillor
Lisa Lake Councillor

Joseph Rahme Councillor (arrived 6:35pm)

Suman Saha Councillor Michael Zaiter Councillor

Tom Zreika Councillor (arrived 6:38pm)

Daniel Cavallo Acting General Manager

Peter Fitzgerald Director Works & Infrastructure

Richard Sheridan Director Finance & Governance

Nicole Byrn Acting Director Community & Organisation

Development

Daniel Anderson Acting Director Environment & Planning

#### Also Present:

Charlie Ayoub Executive Manager Corporate Services

Colin McFadzean General Counsel

Carol Karaki Senior Coordinator Governance & Civic Events

Olivia Shields Senior Governance Officer

The Mayor, Councillor Christou declared the meeting open at 6:30pm.

#### Opening Prayer

The opening prayer was read by Father Thomas Kurunthanam from St Peter Chanel Catholic Church.

#### Acknowledgement of Country

The Mayor, Councillor Christou read 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 past, present and emerging."





#### **National Anthem**

At this point in the meeting the Mayor, Councillor Christou asked all of those in attendance to stand for the playing of the Australian National Anthem.

#### Notice of Live Streaming of Council Meeting

The Mayor, Councillor Christou 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.

The Mayor, Councillor Christou acknowledged the presence of the Lady Mayoress, Josephine Christou, and Dr Hugh McDermott, State Member of Parliament for Prospect in the public gallery.

#### Min.976 Apologies/Leave of Absence

#### Resolved (Attie/Zaiter)

<u>Note:</u> Councillor Garrard noted that Councillor Sarkis is an apology at this stage of the meeting. Councillor Sarkis later entered the Meeting at 7:02pm.

That the apology tendered on behalf of Councillor Sarkis be accepted.

#### **Declarations of Pecuniary & Non Pecuniary Conflicts of Interest**

The Mayor, Councillor Christou noted that the Acting General Manager advised him that he along with his Council staff will not be present for the debate on item C12/20-662 as this item relates to the re-appointment of the General Manager. It was further noted that the Council Officers will return to the Chamber prior to the vote being undertaken to record the votes.

#### Min.977 Livestream Accessibility

<u>Note:</u> Councillor Lake noted that there were a large number of people in the foyer area who were unable to enter the Chamber due to COVID restrictions imposing a limit on the number of attendees. Councillor Lake enquired if a laptop or other technology could be made available so that these people could watch the live stream from the foyer area.

#### Resolved (Rahme/Zreika)

That the members of the public in the foyer unable to enter the Chamber are provided access to watch Council's proceedings via any possible means.

#### Carried Unanimously





#### Confirmation of Minutes

Min.978

Minutes of the Ordinary Meeting of Council held 2 December 2020 and Minutes of the Extraordinary Meeting of Council held 9 December 2020

#### Resolved (Attie/Cummings)

That Council confirm the minutes of the Ordinary Meeting of Council held on 2 December 2020 and the minutes of the Extraordinary Meeting of Council held on 9 December 2020.

Min.979 MM12/20-49 Mayoral Minute – Christmas Carols Event

#### Resolved (Christou)

That Council congratulate all staff involved in the planning and delivery of the Cumberland City Christmas Carols Event.

Min.980 MM12/20-50 Mayoral Minute – Recognition for Auburn Everuss Aquatic Centre

#### Resolved (Christou)

That Council congratulate the operators of Council's Auburn Ruth Everuss Aquatic Centre, Belgravia Leisure, on winning the AustSwim NSW and National Swim Centre Of The Year Award.

#### **Public Forum:**

#### Speakers on Items on the Council Meeting Agenda

Speaker	Item #	Suburb
Mr Stelio Pappas	C12/20-655 Wyatt Park	Concord West
	Opportunities	
Ms Nicole on behalf of Mr	C12/20-655 Wyatt Park	Ermington
Nigel Apps	Opportunities	
Ms Gay Watson	C12/20-655 Wyatt Park	Newington
	Opportunities	
Ms Stephanie Bushell (written	RES12/20-7 Notice of Rescission	Greystanes
submission read by the Mayor)	- Project Poly	
Mr Michael McGowan (written	RES12/20-7 Notice of Rescission	Pemulwuy
submission read by the Mayor)	- Project Poly	
Dr Hugh McDermott MP	RES12/20-7 Notice of Rescission	Greystanes
	- Project Poly	
Ms Sharlyn Teo	RES12/20-7 Notice of Rescission	Pemulwuy
	- Project Poly	
Ms Isabella Fossano	RES12/20-7 Notice of Rescission	Greystanes
	- Project Poly	





Ms Nicole Senior	RES12/20-7 Notice of Rescission	Granville
	- Project Poly	
Ms Sue Kealy	RES12/20-7 Notice of Rescission	Sydney
-	- Project Poly	

Councillor Rahme left the Meeting at 6:48pm and returned to the Meeting at 7:02pm during Public Forum.

Councillor Sarkis left the Meeting at 7:06pm and returned to the Meeting at 7:14pm during Public Forum.

#### Min.981 Suspension of Standing Orders

#### Resolved (Sarkis/Attie)

That in accordance with Clause 8.2 of the Code of Meeting Practice, Council suspend standing orders to allow Items C12/20-655 and RES12/20-7 to be brought forward for consideration at this time of the Meeting.

#### Min.982 C12/20-655 Wyatt Park Opportunities

#### Motion (Attie/Zreika)

That Council:

- 1. Subject to receiving Ministerial approval on the Draft Plan of Management:
  - a) Undertake an Expression of Interest (EOI) process for the lease of Lidcombe Oval up to 21 year term; and
  - b) Undertake an Expression of Interest (EOI) process for the lease of land on the corner of Olympic Drive and Church Street for a Regional Skate Park facility up to 21 year term.
- Give consideration if possible, to the velodrome and its users as part of the EOI process.
- 3. Receive a report outlining the results of the EOI processes undertaken.

#### Amendment (Campbell/Huang)

Insert "that would preserve the availability for cycling for 21 years" at the end of point a.

The Amendment moved by Councillor Campbell seconded by Councillor Huang on being Put was declared LOST on the casting vote of the Mayor.

A division was called, the result of the division required in accordance with Council's Code of Meeting Practice is as follows:

Councillor(s) For the Amendment: Campbell, Cummings, Elmore, Hamed,

Huang, Lake and Saha.

Councillor(s) Against the Amendment: Attie, Christou, Garrard, Rahme, Sarkis,

Zaiter and Zreika.





The Motion moved by Councillor Attie seconded by Councillor Zreika on being Put was declared CARRIED on the casting vote of the Mayor to become the resolution of Council.

A division was called, the result of the division required in accordance with Council's Code of Meeting Practice is as follows:

Councillor(s) For the Motion: Attie, Christou, Garrard, Rahme, Sarkis,

Zaiter and Zreika.

Councillor(s) Against the Motion: Campbell, Cummings, Elmore, Hamed,

Huang, Lake and Saha.

Councillor Hamed left the Meeting at 7:25pm and returned to the Meeting at 7:26pm during the consideration of this item.

#### Min.983 RES12/20-7 Notice of Rescission - Project Poly

#### Motion (Lake/Cummings)

Pursuant to Notice, Councillors Lake, Saha, Elmore and Cummings move the following Resolution of Council 23/11/2020 (Item C11/20-616) be rescinded:

#### That Council:

- Accept the Tender Evaluation Panel's recommendation to proceed to a Selective Tender process for the sale of the Long Day Care centres as outlined in the Expression of Interest, and invite Advantage Childcare Services, Lighthouse Childcare and The Infants Home Child & Family Services to Tender in accordance Section 55(4) of the Local Government Act 1993 and Clauses 168 and 169 of the Local Government (General) Regulation 2005.
- Undertake a Selective Tender process for the sale of the Family Day Care Centres
  as outlined in the Expression of Interest, and invite all seven (7) submissions, in
  accordance Section 55(4) of the Local Government Act 1993 and clauses 168 and
  169 of the Local Government (General) Regulation 2005.
- In parallel with the selective tender process work with staff and the USU on a proposal that if the service were to be retained in house would allow the service to be delivered at minimal, if any, subsidy.
- 4. At the end of the selective tender process a report be brought back to Council summarising the results of that process and the work outlined in Point 3 above.

The Rescission Motion moved by Councillor Lake, seconded by Councillor Cummings on being Put was declared Lost on the casting vote of the Mayor.

A division was called, the result of the division required in accordance with Council's Code of Meeting Practice is as follows:

Councillor(s) For the Rescission: Campbell, Cummings, Elmore, Hamed,

Huang, Lake and Saha.





Councillor(s) Against the Rescission: Attie, Christou, Garrard, Rahme, Sarkis, Zaiter

and Zreika.

Min.984 RES12/20-8 Notice of Rescission - Mayoral Minute - Cumberland City Council Withdrawing from Western Sydney Region of Councils

(WSROC)

<u>Note:</u> At 8:10pm the Mayor, Councillor Christou expelled member of the public Miss Caroline Staples from the meeting, in accordance with clause 15.17 of the Code of Meeting Practice. Once Ms Staples had left the Chamber, the debate resumed on this item.

#### Motion (Campbell/Saha)

Pursuant to Notice, Councillors Campbell, Hamed and Lake move the following Resolution of Council 2/12/2020 (Item MM12/20-46) be rescinded:

#### That Council:

- Provide the required notice (6 months) to cease its membership from the Western Sydney Region of Councils (WSROC), in accordance with the provisions in the WSROC's Constitution; and
- Write to WSROC and formally advise them of Council's decision to cease its membership.

The Rescission Motion moved by Councillor Campbell, seconded by Councillor Saha on being Put was declared Lost on the casting vote of the Mayor.

A division was called, the result of the division required in accordance with Council's Code of Meeting Practice is as follows:

Councillor(s) For the Rescission: Campbell, Cummings, Elmore, Hamed,

Huang, Lake and Saha.

Councillor(s) Against the Rescission: Attie, Christou, Garrard, Rahme, Sarkis, Zaiter

and Zreika.

Councillor Rahme left the Meeting at 8:07pm and returned to the Meeting at 8:09pm during the consideration of this item.

#### Min.985 Resumption of Standing Orders

#### Resolved (Attie/Sarkis)

That in accordance with Clause 8.2 of the Code of Meeting Practice, Council resume the normal order of business.





Min.986

Items by Exception

#### Resolved (Sarkis/Cummings)

That Council adopt item C12/20-649, C12/20-651, C12/20-657, C12/20-658 and C12/20-661 on the Council Agenda as per the recommendations in the reports.

Min.987

C12/20-649 Legal Report

#### Resolved (Sarkis/Cummings)

That the report be received.

Min.988

C12/20-651 Investment Report - November 2020

#### Resolved (Sarkis/Cummings)

That Council receive the 30 November Investment Report.

Min.989 C12/20-657 Approval of Heavy Vehicle Access for Multiquip Transport Pty Ltd

#### Resolved (Sarkis/Cummings)

That Council:

- Approve a trial period of twelve (12) months for heavy vehicles under Higher Mass Limits (including Quad Axle vehicles) to access Council roads, subject to community consultation being undertaken, the completion of a surface dilapidation and condition report submitted by the applicant to Council and the payment of a performance bond as determined by Council's fees and charges.
- Note that permissible access to Council's roads would be restricted to the following road sections:
  - Toongabbie Road, Girraween, from Great Western Highway to Magowar Road
  - Amax Avenue, Girraween, from Toongabbie Road up to the 'Steggles' shop
  - Magowar Road, Girraween, from Toongabbie Road up to 'Cordina'
     Farm





Min.990

C12/20-658 Draft Community Spaces Plan of Management

#### Resolved (Sarkis/Cummings)

That Council:

- Refer the Draft Community Spaces Plan of Management to the NSW Department of Planning, Industry and Environment for Ministerial consent; and
- Upon receipt of Ministerial approval, place the Draft Community Spaces Plan of Management on exhibition for a period of 42 days, inviting submissions throughout that time in accordance with Section 38 of the Local Government Act 1993.
- Provide a further report to Council detailing the outcome of the public exhibition period.

Min.991 C12/20-661 Tender Evaluation Report - Everley North Park (Extension and Repair to Existing Amenities Block)

#### Resolved (Sarkis/Cummings)

That Council:

- Decline all tenders in accordance with Clause 178(1)(a) of the Local Government (General) Regulation 2005.
- Invite fresh tenders for the proposed contract, in accordance with Clause 178(3)(b)
  of the Local Government (General) Regulation 2005.

Min.992 C12/20-650 Adoption of Goods on Display Policy - Post Exhibition

#### Resolved (Attie/Hamed)

That Council:

 Adopt the Goods on Display Policy and Goods on Display Guidelines as outlined in Attachment 1 and Attachment 2 of this report with the following amendment to the Guidelines:

Add any other items or goods that are deemed acceptable and safe by Council and not offensive.

Rescind the Goods on Footpath Policies of the former Holroyd, Aubum and Parramatta Councils.

A division was called, the result of the division required in accordance with Council's Code of Meeting Practice is as follows:

Councillor(s) For the Motion: Attie, Campbell, Christou, Cummings, Elmore,

Garrard, Hamed, Huang, Lake, Saha,

Sarkis, Zaiter and Zreika.





Councillor(s) Against the Motion: Rahme.

#### C12/20-651 Investment Report - November 2020

This item was dealt with earlier in the meeting.

Min.993 C12/20-652 Cumberland Planning Agreements Policy and Guidelines - Post Exhibition Report

Note: The Mayor, Councillor Christou left the Meeting at 8:38pm. The Deputy Mayor, Councillor Sarkis assumed the Chair accordingly. The Mayor, Councillor Christou returned to the Meeting and assumed the Chair at 8:40pm.

#### Motion (Attie/Sarkis)

That Council:

- 1. Adopt the Cumberland Planning Agreements Policy.
- 2. Note the refinements to the Cumberland Planning Agreements Guidelines.

#### Amendment (Lake/Hamed)

That, consistent with the Cumberland Affordable Interim Housing Policy, the Cumberland Planning Agreements Guidelines be amended as follows:

a) Page 16 (page 110 of the business paper)
 Paragraph 2.11 Affordable housing in connection with planning proposals
 Omit "5%" and insert "15%"

The Amendment moved by Councillor Lake seconded by Councillor Hamed on being Put was declared LOST.

A division was called, the result of the division required in accordance with Council's Code of Meeting Practice is as follows:

Councillor(s) For the Amendment: Campbell, Elmore, Hamed, Huang, Lake and

Saha.

Councillor(s) Against the Amendment: Attie, Christou, Cummings, Garrard, Rahme,

Sarkis, Zaiter and Zreika.

The Motion moved by Councillor Attie seconded by Councillor Sarkis on being Put was declared CARRIED to become the resolution of Council.

A division was called, the result of the division required in accordance with Council's Code of Meeting Practice is as follows:

Councillor(s) For the Motion: Attie, Christou, Cummings, Garrard, Lake,

Rahme, Sarkis, Zaiter and Zreika.





Councillor(s) Against the Motion: Campbell, Elmore, Hamed, Huang and Saha.

Councillor Rahme left the Meeting at 8:38pm and returned to the Meeting at 8:41pm during the consideration of this item.

Min.994 C12/20-653 Response to Notice of Motion - Wentworthville Carpark(s)

#### Resolved (Attie/Sarkis)

That Council receive the report.

A division was called, the result of the division required in accordance with Council's Code of Meeting Practice is as follows:

Councillor(s) For the Motion: Attie, Campbell, Christou, Cummings, Elmore,

Garrard, Hamed, Huang, Lake, Rahme, Saha,

Sarkis, Zaiter and Zreika.

Councillor(s) Against the Motion: N

Min.995 C12/20-654 Your High Street Program - Grant Funding Application

#### Motion (Lake/Saha)

That Council prepare and submit an application for funding of up to \$1 million under the NSW Government's Your High Street program, to deliver targeted public domain works that will enhance the amenity and functionality of South Street, Granville with the following amendment:

a) Omit "South Street, Granville" and insert "Pendle Way, Pendle Hill".

#### Amendment (Garrard/Attie)

That Council prepare and submit an application for funding of up to \$1 million under the NSW Government's Your High Street program, to deliver targeted public domain works that will enhance the amenity and functionality of South Street, Granville.

The Amendment moved by Councillor Garrard seconded by Councillor Attie on being Put was declared CARRIED on the casting vote of the Mayor.

A division was called, the result of the division required in accordance with Council's Code of Meeting Practice is as follows:

Councillor(s) For the Amendment: Attie, Christou, Garrard, Hamed, Rahme,

Sarkis and Zreika.

Councillor(s) Against the Amendment: Campbell, Cummings, Elmore, Huang, Lake,

Saha and Zaiter.





The Amendment moved by Councillor Garrard seconded by Councillor Attie then became the motion.

The motion moved by Councillor Garrard seconded by Councillor Attie on being Put was declared CARRIED to become the resolution of Council (as shown in the amendment).

A division was called, the result of the division required in accordance with Council's Code of Meeting Practice is as follows:

Councillor(s) For the Motion: Attie, Campbell, Christou, Elmore, Garrard,

Hamed, Lake, Rahme, Sarkis, Zaiter and

Zreika.

Councillor(s) Against the Motion: Cummings, Huang and Saha.

Councillor Cummings left the Meeting at 9:04pm and returned to the Meeting at 9:08pm during the consideration of this item.

#### C12/20-655 Wyatt Park Opportunities

This item was dealt with earlier in the meeting.

Min.996 C12/20-656 Response to Notices of Motion - Lower Prospect Signage & Animal Defecation

#### Resolved (Sarkis/Cummings)

That:

- 1. Council receive and note this report.
- 2. Council take immediate action.
- The "Standard Ordinance Parks and Reserve Sign" be reviewed for clarity and accuracy.

#### Carried Unanimously

Councillors Hamed and Huang left the Meeting at 9:18pm during the consideration of this item.

C12/20-657 Approval of Heavy Vehicle Access for Multiquip Transport Pty Ltd

This item was dealt with earlier in the meeting.

C12/20-658 Draft Community Spaces Plan of Management

This item was dealt with earlier in the meeting.





Min.997

C12/20-659 Cumberland Traffic Committee - Minutes of the Electronic Meetings held in November 2020

#### Resolved (Rahme/Garrard)

#### That:

- The minutes of Part 1 Items of the Cumberland Traffic Committee Electronic Meetings of 4 and 18 November 2020, be received and noted; and
- The minutes of Part 2 Items of the Cumberland Traffic Committee Electronic Meetings of 4 and 18 November 2020, be received and recommendations contained therein be approved.
- The staff and the committee be thanked for their work on items CTC20-211 Morris St, Merrylands Pedestrian Crossing near Merrylands Public School and CTC20-214 - Morris St, Merrylands Speed Humps.

#### Carried Unanimously

Councillor Huang returned to the Meeting at 9:21pm during the consideration of this item.

Councillor Hamed returned to the Meeting at 9:23pm during the consideration of this item.

#### Min.998 C12/20-660 Notice of Motion Granville Park Stadium Naming

#### Resolved (Cummings/Elmore)

That Council:

- Name the new Granville Park Stadium, The Eric Tweedale Stadium after Eric Tweedale, Rugby Union player, Wallaby and crucial in junior rugby development at Granville; and
- The proposal be placed on public exhibition for 28 days.

#### **Carried Unanimously**

C12/20-661 Tender Evaluation Report - Everley North Park (Extension and Repair to Existing Amenities Block)

This item was dealt with earlier in the meeting.

At this point in the Meeting, Councillor Attie noted that Monica Cologna, Executive Manager City Strategy will be leaving Cumberland to join another Council and wished to thank her for her hard work and efforts over the years with the former Auburn Council and Cumberland City Council.





Min.999 Closed Session

#### Resolved (Attie/Sarkis)

At this stage of the meeting being 9:39pm, the Mayor advised that in accordance with Section 10a of the Local Government Act 1993 the meeting would move into Closed Session, with the members of the press and public excluded from the closed session and access to the correspondence and reports relating to the items considered during the course of the closed session being withheld. This action was taken as the items listed were within the following provisions under Section 10a of the *Local Government Act:*-

- (2) The matters and information are the following:
- (a) personnel matters concerning particular individuals (other than councillors).

Min.1000 Open Session

#### Resolved (Attie/Cummings)

Council returned to Open Session at 9:51pm to resolve the below Confidential Item: C12/20-662 Re-Appointment of the General Manager

#### Min.1001 C12/20-662 Re-Appointment of the General Manager

#### Resolved (Attie/Sarkis)

That Council:

- Reappoint Mr Hamish McNulty to the role of General Manager for a further 2-year period under the terms of the Standard Contract of Employment for General Managers in NSW Councils.
- Confirm that the appointment will, upon commencement of this contract, maintain the current Total Remuneration Package (TRP) for the General Manager.
- Delegate to the Mayor to confirm in writing to Mr Hamish McNulty an offer of reappointment on the above terms, accompanied by a Contract of Employment reflecting same, by no later than 30 December 2020.

#### **Carried Unanimously**

The Mayor, Councillor C	nristou closed the meeting at 9:55pm.	
Chairperson	Acting General Manager	
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C02/21-663 – Attachment 1 Page 21



Item No: C02/21-664

#### **DISABILITY INCLUSION ACTION PLAN 2017-2021 PROGRESS REPORT**

Responsible Division: Community and Organisation Development

Officer: Director Community and Organisation Development

File Number: 8539917

Community Strategic Plan Goal: A safe accessible community

#### **SUMMARY**

This report provides Council with a progress report for the Cumberland Disability Inclusion Action Plan 2017-2021 and provides an update on the requirements for the development of a new Disability Inclusion Action Plan.

#### RECOMMENDATION

#### That Council:

- 1. Receive and note the progress report on the implementation of the Cumberland Disability Inclusion Action Plan 2017-2021.
- 2. Note the new deadline for the development of a new Disability Inclusion Action Plan to be 1 July 2022; and
- 3. Receive and note the extension of the current Cumberland Disability Inclusion Action Plan for one year to 30 June 2022.

#### **REPORT**

The Cumberland Disability Inclusion Action Plan 2017-2021 was adopted by Council on 7 June 2017 and is a legislative requirement under the Disability Inclusion Act 2014 (DIA). It consists of four focus areas to be actioned over the four years.

The Plan was developed in line with the legislative requirements under the Disability Inclusion Act 2014 (DIA) and consists of four focus areas to be actioned over the four years:

#### Focus Area 1: Positive Attitudes and Behaviours

Council encourages positive and inclusive staff behaviours and a respectful community attitude towards people with disability.



#### Focus Area 2: Liveable Communities

Council contributes to and advocates for a liveable and welcoming Cumberland, where community spaces, neighbourhoods and facilities promote health, happiness and wellbeing and contribute to social connectedness.

#### Focus Area 3: Employment

Council maintains its commitment to equal employment and workplace opportunities as well as reducing barriers for current and future employees.

#### Focus Area 4: Systems and Processes

Council encourages a culture of continuous improvement and inclusion to provide easy access to Council information, services and facilities.

A detailed progress report on the 3 years is included under Attachment and a summary of progress is provided below.

- Out of the 54 actions outlined in the plan, 43 actions have either been completed or commenced implementation during years 1, 2 and 3.
- 79% of all actions are currently 'On Track' (12 actions) or 'In Progress' (13 actions) or have been completed (18 actions).
- 11 actions have been identified for implementation during year 4.

Council has been informed the state government has extended the current cycle and deadline for Councils to have developed a new Disability Inclusion Action Plan to 1 July 2022. New guidelines, resources and the new State Disability Inclusion Action Plan are currently being developed.

The extension provides an additional 12 months to complete any outstanding items and to allow Council to develop a Community Engagement Plan which allows accessible consultation in a COVID safe manner during the consultation period.

#### **COMMUNITY ENGAGEMENT**

An accessible, inclusive and COVID safe community engagement plan will be developed to allow consultations to be undertaken on the development of a new Disability Inclusion Action Plan.

#### **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 report provides the progress on the implementation of the Cumberland Disability Inclusion Action Plan 2017-2021 to year 3 and provides an update on the new deadline provided to Council's for the development of a new Disability Inclusion Action Plan.

#### **ATTACHMENTS**

1. Cumberland Disability Inclusion Action Plan 2017-2021 Progress Report - Year 3  $\underline{\mathbb{J}}$ 

## DOCUMENTS ASSOCIATED WITH REPORT C02/21-664

# Attachment 1 Cumberland Disability Inclusion Action Plan 2017-2021 Progress Report - Year 3





#### Cumberland Disability Inclusion Action Plan 2017 – 2021

#### Progress Report: Years 1 & 2 & 3 [July 2017 - June 2020]

#### Introduction

The Cumberland Disability Inclusion Action Plan 2017 – 2021 was adopted by Council on 7 June 2017 following engagement with over 1,900 stakeholders across Cumberland. The Disability Inclusion Action Plan (DIAP) is a whole of Council plan which provides a strategic framework for Council to plan for, and respond to, the barriers that prevent people with disability from fully accessing Council services, facilities, programs and information that Council provides. The Plan focuses on 14 strategic actions to be implemented across Council over four years.

The Plan was developed in line with the legislative requirements under the *Disability Inclusion Act 2014* (*DIA*) and consists of four focus areas to be actioned over the four years:

#### Focus Area 1: Positive Attitudes and Behaviours

Council encourages positive and inclusive staff behaviours and a respectful community attitude towards people with disability.

#### Focus Area 2: Liveable Communities

Council contributes to and advocates for a liveable and welcoming Cumberland, where community spaces, neighbourhoods and facilities promote health, happiness and wellbeing and contribute to social connectedness.

#### Focus Area 3: Employment

Council maintains its commitment to equal employment and workplace opportunities as well as reducing barriers for current and future employees.

#### Focus Area 4: Systems and Processes

Council encourages a culture of continuous improvement and inclusion to provide easy access to Council information, services and facilities.

Council's Seniors & Disability Services Team is responsible for driving the implementation of the plan in collaboration with other sections of Council, Council's Access & Safety Committee, residents and local service providers.

#### **Progress Overview**

Out of the 54 actions outlined in the plan, 43 actions have either been completed or commenced implementation during years 1, 2 and 3.

79% of all actions are currently 'On Track' (12 actions), 'In Progress' (13 actions) or have been completed (18 actions).

11 actions have been identified for implementation during year 4.

#### **Key Highlights**

Some of the key highlights from the implementation of the DIAP in year 3 include:

- The regional all abilities playground at Central Gardens was completed and opened (Action 2.1.6).
- Inclusion Training for Educators working with school aged children (5-12yrs) was delivered by the Western Sydney University to 41 educators (Action 1.1.7)

Cumberland Disability Inclusion Plan Progress Report (Years 1 & 2 & 3)

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 From June to September 2019 Council's Arts and Culture team ran a program called Peacock Wallaby. Peacock Wallaby was a unique collaborative artist residency project led by Studio A (a supported creative arts studio for artists with intellectual disability) and the Peacock Gallery's Makers Circle artists. They facilitated the creation of a collaborative artwork installation with the local Cumberland community. Total 57 project participants of all abilities and ages,16 people with disability participated including 6 lead artists with disability and 10 creative workshop participants (Action 1.2.2)



Peacock Wallaby Exhibition Opening

- In October 2019, Cumberland City Council libraries worked with Neami and One Door Mental Health to deliver mental health talks in community languages to reduce stigma surrounding mental health conditions (Action 1.2.2)
- Council has implemented specific evaluation criteria to be considered by an evaluation panel when
  reviewing requests for quotes and/or tenders. The criteria provides proponents the opportunity to inform
  the evaluation panel on their social procurement initiatives and policies as part of their value for money
  proposal. (Action 1.2.4)
- Council held an event to celebrate International Day of People with Disability where a video was
  created in order to reduce stigma around disability, and further highlight the rights and contribution of
  people with disability in our community. The video highlighted Council's commitment to access and
  inclusion, the achievements of a local woman with disability and showed snippets of a fun song writing
  workshop held with local people with disability who want the community to know they are just like
  everybody else (Action 1.3.2)
- Council distributed inclusion resources provided through a project by St Vincent De Paul, to various service points, these included Xtra Eyes Kits, Escape the Noise Kits and Sensory Tents (Action 2.3.1)
- d/Deaf-led Artist Talks, Tours and Workshop Program: This program
  consulted with key d/Deaf artists, advocates and social researchers from
  diverse cultural backgrounds, including Dr Riona Tindal, Darlene
  Thornton, Raian Hoblos and Ayah Wehbe (Silent Signs) in order to
  create a d/Deaf-led Public Program that connected with three exhibitions
  at Councils Peacock Gallery from July 2019 January 2020. It engaged
  a total of 42 d/Deaf people and established a social media Facebook
  Group with 45 d/Deaf online followers. (Action 2.3.1)



An example of a Sensory
Tent



Deaf facilitator Ayah Wehbe from Silent Signs leading Deaf-led Artist Talk

Cumberland Disability Inclusion Plan Progress Report (Years 1 & 2 & 3)

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#### **Current Priorities**

· The continued development and implementation of

disability awareness training for staff across Council.

- The promotion of the availability of equipment and resources that can assist with facilitating improved access and inclusion at Council programs and events.
- Provide work placement opportunities for people with disability within Council.
- Convene the Cumberland Disability Employee Champion Network.
- Develop guidelines and conduct training on Accessible Communications and Content

#### Key to traffic light status symbols:

Status	Legend
Completed	
On Track	
Scheduled for implementation in Year 4	9
In Progress (Some progress made to date, further action required in Year 4)	
Critical	

#### **Progress against each Focus Areas**

#### Focus Area 1: Positive Attitudes and Behaviours

#	Strategy	#	Action	Status	Progress Update/Key Achievements
1.1	Improve capacity of Council staff to identify, understand and deliver inclusive practices	1.1.1	Undertake a review of the level of understanding and specific training needs required by staff across the organisation.		Working with Council's Organisational Development Officer to assess which staff have undertaken disability awareness training and to plan targeted training sessions.
		1.1.2	Provide disability awareness induction, training and support programs for staff and volunteers.		5 Disability Awareness Sessions have been delivered to Council staff and volunteers in years 1 & 2  Year 3 Update Additional Disability Awareness training sessions were held in October and November 2019 with the scheduled March / April 2020 training sessions being cancelled due to COVID 19.  Sessions will be investigated to be held in 2021. Online Disability Awareness Training Program is also being investigated.
		1.1.3	Incorporate Disability Awareness		Scheduled for implementation in year 4.

Cumberland Disability Inclusion Plan Progress Report (Years 1 & 2 & 3)

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#	Strategy	#	Action	Status	Progress Update/Key Achievements
			information into Councillor Induction and training program for newly elected representatives	9	
		1.1.4	Deliver an appropriate community engagement framework to ensure participation by people with disability and their carers in all public participation programs including the development and delivery of Council plans and strategies.		Council's Community Engagement and Participation Strategy was adopted in 2018 and ensures future engagement is accessible. Ongoing review and improvements are underway.  Council adopted an Access and Equity Policy in 2017 and reviewed / updated the policy in 2019.
		1.1.5	Convene the Cumberland Disability Employee Champion Network.		Have discussed with Human Resources and Australian Network on Disability. More discussions are required for this item on how to progress and focus on in Year 4.
		1.1.6	Develop a procedure and guidelines for Council staff to access Auslan interpreters to provide better use and support within the organisation.	•	Guidelines to accessing Auslan interpreters have been incorporated in Councils 'Engaging Translators and Interpreters Guidelines'.
		1.1.7	Develop and deliver a professional development program for education and care and frontline staff to meet the needs of children and families with disability.		3 x 'Meaningful Inclusion Workshops' were delivered to Council's Children's Service's staff in 2018.  Children's services have their own training program that covers topics relevant to supporting children with disability and their families.  Year 3 Updates Inclusion Training for Educators working with school aged children (5-12yrs) was delivered by the Western Sydney University  13 June 2019 - 15 attendees 25 July 2019 - 14 attendees 15 Aug 2019 - 12 attendees Managing Behaviours webinar with 30 attendees was held in July 2020 Inclusion Training on Autism was attended by 1 attendee in July 2020



#	Strategy	#	Action	Status	Progress Update/Key Achievements
1.2	Continue to develop partnerships which promote and raise awareness of inclusive practices	1.2.1	Convene the Cumberland Access and Inclusion Panel		Access and Inclusion Panel convened in 2017. The panel have regularly provided community representation, advice and input to Council on the views, needs and interests of people with disability in the community.  Year 3 Update With the introduction of Council's
					Access and Safety Committee, the panel has ceased.
		1.2.2	Continue to work with key community organisations, advocacy groups and government agencies and deliver initiatives to promote access and inclusion.		Council convenes 4 Community Care Forums per year for local service providers to network, share resources and keep informed on sector updates and developments in the provision of aged and disability services.  Council delivered a forum titled 'Building Cultural Capacities: Diversity, Equity, Inclusion and Rights - Youth, Seniors/Elders and People with Disability'. Council worked with People with Disability Australia to deliver an education piece around the barriers and opportunities for the inclusion of people with disability.
					Year 3 Update In Year 3 Council continued to convene the Community Care Forum
					From June to September 2019 Councils Arts and Culture team ran a program called Peacock Wallaby. Peacock Wallaby was a unique collaborative artist residency project led by Studio A (a supported creative arts studio for artists with intellectual disability) and the Peacock Gallery's Makers Circle artists. They facilitated the creation of a collaborative artwork installation with the local Cumberland community. Total 57 project participants of all abilities and ages,16 people with disability participated including 6 lead artists with disability and 10 creative workshop participants In October 2019, Cumberland City Council libraries worked with Neami and One Door Mental Health to deliver mental health talks in community languages to reduce stigma surrounding mental health conditions



#	Strategy	#	Action	Status	Progress Update/Key Achievements
		1.2.3	Support businesses and community organisations to implement and promote inclusive practices	9	Scheduled for implementation in year 4.
		1.2.4	Support Council's access and inclusion objectives through the procurement and tendering process.		Council has implemented specific evaluation criteria to be considered by an evaluation panel when reviewing requests for quotes and/or tenders. The criteria provides proponents the opportunity to inform the evaluation panel on their social procurement initiatives and policies as part of their value for money proposal. These criteria are:
					Council encourage our Suppliers to consider the following and provide examples (if applicable) that will benefit the community, provide sustainability and assist the environment during this contract. For example, please list businesses that will be engaged during this contract period from the Cumberland Local area.
					Sustainability balances economic, environmental and social considerations. Please provide example of how your organisation implements environmental management.
					Does your organisation employ staff with disability or engages with Disability organisations to supply goods or services? Please provide details.
					Specify the details of any value added services you will be recommending as part of this Contract, the Prices and when payment is due
		1.2.5	Provide accessibility support in the rollout of the Cumberland Council Community Grants Program.		The grant programs registration process ensures it asks about any access requirements. Support is then provided when required.
			Giants Program.		Specific DIAP actions have been incorporated into the grants program guidelines and funding priority 'Social Cohesion and Participation'.



#	Strategy	#	Action	Status	Progress Update/Key Achievements
1.3	Demonstrate leadership in inclusive and accessible communication and publication	1.3.1	Developing Council publications reflective of our diverse community e.g. images of people with disability in Council publications and promotional material.		A photo library has been collated for Council including photos of local people with disability participating in community programs/events. These are incorporated into Council strategies and publications.  Council's Aged and Disability Services publications/promotional materials reflect the consumers of this service.  Year 3 Updates Three (3) photoshoots were held with Council's NDIS lifestyle and leisure links program at different activities to increase the diversity of photos in the photo library.
		1.3.2	Deliver public campaigns and activities that highlight inclusion and recognise the rights and contribution of people with disability in our community.		Council delivered an event in 2018 to the community celebrating International Day of People With Disability. The activities were facilitated by sports persons with disability.  Year 3 Update Council held 1 event to celebrate International Day of People with Disability. A video was created in order to reduce stigma around disability, and further highlight the rights and contribution of people with disability in our community. This video highlighted Council's commitment to access and inclusion, the achievements of a local woman with disability and showed snippets of a fun song writing workshop held with local people with disability who want the community to know they are just like everybody else.
		1.3.3	Develop education initiatives to improve community awareness of the impact of behaviour and practices which impede public access. For example, communication which highlights the impact of obstructing pathways or		2 x Inclusive Sports Workshops were delivered to children from local schools at Council's Sustainability Expo. The activities delivered at this workshop explored what inclusion is, why people might be excluded and ways to be more inclusive in play.  Guide Dogs NSW delivered an education piece at Pet Fest 2019 raising awareness about guide dogs, who needs them, their purpose and how the general public should and shouldn't interact with the guide dogs.



#	Strategy	#	Action	Status	Progress Update/Key Achievements
			driveways to people with disability		Libraries hosted a 'Quiet Hour' before and after usual library closing hours and created promotional material to raise awareness about autism and the behaviours or environments that may hinder people with autism from participating in public programs and activities.
					Year 3 Update Council delivered Inclusive Sports Workshops to children from local schools at Council's Sustainability Expo in October 2019. The activities delivered at this workshop explored what inclusion is, why people might be excluded and ways to be more inclusive through play.

#### Focus Area 2: Liveable Communities

#	Strategy	#	Action	Status	Progress Update/Key Achievements
2.1	Increase access to public places and facilities	2.1.1	Identify and prioritise public buildings, community and recreational facilities that require access audits in accordance with AS1428.1 (Access to Premises).		All the works have been identified and will be prioritised based on 10 year Long Term Financial Plan
		2.1.2	Undertake an audit of accessible public toilets across Cumberland to evaluate the accessibility of each toilet, including their access and egress and ensure the National Public Toilet Map register is regularly updated.		All the works have been identified and will be prioritised based on 10 year Long Term Financial Plan
		2.1.3	Undertake an audit and develop a priority plan to increase the number and distribution of accessible parking spaces across Cumberland and develop an accessible online map.	9	Scheduled for implementation in year 4.
		2.1.4	Review current planning controls for access to buildings (Class 2-9) and		DCP updated and adopted by Council (August 2020). Will come



#	Strategy	#	Action	Status	Progress Update/Key Achievements
			develop a new Access and Mobility Development Control Plan (DCP)		into effect once LEP is gazetted (likely late Dec 2020)
		2.1.5	Identify priority locations to undertake pedestrian access and mobility plans to inform accessible paths of travel between major facilities.	9	Scheduled for implementation in year 4.
		2.1.6	Develop and implement a Cumberland Pedestrian Access Management Plan (PAMP) and ensure all new road and transport infrastructure works undertake by Council are coordinated and in accordance with current legislation	9	Scheduled for implementation in year 4.
		2.1.7	Continuously upgrade recreational facilities (playgrounds, sports fields, golf courses, amenities, parks, etc.) to incorporate access and inclusion provisions and to meet the requirements of the Disability Discrimination Act and the relevant Australian Building and Construction Codes.		Opportunities to make Council facilities more accessible and BCA compliant are being incorporated into facility upgrades.  Recent examples include the provision of an accessible BBQ into the Wyatt Park Netball Court surrounds and the design of the new Granville Park Stadium which includes accessible ramps and lifts and complies with all BCA requirements.  Year 3 Update  Review of access and inclusion provisions are undertaken as part of the scoping and design process for all capital works
		2.1.8	Undertake an audit of Council aquatic centres and develop a priority plan to incorporate access and inclusion provisions in priority locations and ensure compliance with accessibility standards.		Access and inclusion provisions have been incorporated as part of the planning for the modernisation of Council Swim Centres including compliance with the current national building code and improving accessibility. This includes improving access to the centres, increasing access to bathrooms and change facilities and the installation of a lift that assists entering and exiting the pool.
					Year 3 Update



# Strate	gy #	Action	Status	Progress Update/Key Achievements
				Wentworthville Swim centre modernisation works have commenced. The 50 metre pool has no change to the structure therefore an accessible Lift into the pool will be supplied. The opening of the upgraded centre is expected in February 2021.  A grant for Granville Pool was submitted to improve access and inclusion. Advice is expected before the end of the calendar year 2020.
	2.1.9	Include accessible design principles in the Cumberland Open Space and Recreation Strategy and Cumberland Community Facilities Strategy		Council adopted a Community Facilities Strategy priority areas include:  - Enhancing our existing Community Facilities  Council adopted an Open Space and Recreation Strategy which includes a Strategic Strategy on  - Create welcoming and inclusive open space and recreation facilities that reflect the diversity of the Cumberland community'.
	2.1.10	Undertake access appraisals of the Central Gardens, Holroyd Gardens and Auburn Botanic Gardens and promote as destinations		The Masterplans are complete for the 3 gardens awaiting funding for implementation as part of the 10-year Long Term Financial Plan
	2.1.11	Incorporate accessible play elements when renewing and installing playgrounds.		Council has successfully incorporated more accessible elements into playground upgrade projects through the creation of accessible paths, surfaces and equipment. Recent examples include:  Scout Memorial Park, Granville - rubber softfall surface and accessible spinner.  Memorial Park, Merrylands - creation of new access path to connect to playground and accessible carousel with rubber softfall surround.  Freame Park, Mays Hill (in construction) - new playground



#	Strategy	#	Action	Status	Progress Update/Key Achievements
					with access paths, access to pod swing and accessible carousel.
					Year 3 Update
					The Central Gardens playground upgrade including accessible equipment was completed. Playground renewals planned for the current financial year include Holroyd Gardens, Martin Cr Park, Greystanes Sportsground, Carnation St Playground will include considerations for accessible play
		2.1.12	Develop two regional all abilities playgrounds at the Auburn Botanic Gardens and Central		2 new universal all abilities playgrounds have been designed for Auburn Botanic Gardens and Central Gardens.
					Year 3 Update The Central Gardens Accessible Playground is open and the Accessible Playground at Auburn has been postponed until further notice
2.2	Improve transport access	2.2.1	Undertake research on transport disadvantage in the Cumberland Local Government Authority.		This action has been completed with the completed background research to inform Council's future transport planning advocacy.
		2.2.2	Advocate for accessible public transport hubs and infrastructure	•	Council advocates for accessible public transport infrastructure and hubs in its continued transport planning work with State government.
		2.2.3	Continue to provide accessible transport to enable participation in Council programs, services and events.	•	Council's access loop bus is delivered 6 days/week to community centres, train stations, shopping centres and other central locations in the Auburn/Lidcombe area.  Transport assistance is provided for Youth and Age/Disability programs and major Council events where required.
					Year 3 Update Council's Seniors and Disability Services continued to provide accessible transport to all their programs.



Strategy # Action	Status Progress Update/Key Achievements
programs inclusion inclusi	disupport all activities (Council in centres, youth a facilities and sensory equipment.  A 'Mainstreaming accessibility' workshop was facilitated by the Australian Network on Disability for Council staff. Feedback from this workshop will contribute to the development of a 'Mainstreaming Dignified Access and Inclusion' resource for all Council staff who develop and deliver services and programs.  2 x disability-led arts programs have also been implemented in 2019 at the Peacock Gallery.  Council's Libraries have commenced workshops in partnership with Early Ed to develop an accessible and inclusive story time program for children with disabilities.  Council libraries are currently installing both Zoomtext and JAWS accessibility software for public PC's which allows 5 concurrent users.  A variety of resources are available to promote access and inclusion at events.  Year 3 Update  Council continued to provide Quiet Zones at major events.  Council library Staff attended 3x workshops/info sessions facilitated by Early Ed in order to develop a more inclusive Story time program at Council libraries. SWAN (Storytimes with Additional Needs) sessions were rolled out.  Developing and Delivering Accessible and Inclusive Programs resource for Council staff was developed.  Council recreation officers delivered 5x goal ball clinics in local schools.



#	Strategy	#	Action	Status	Progress Update/Key Achievements
					Council distributed inclusion resources provided through a project by St Vincent De Paul, to various service points, these included  - Xtra Eyes Kit  - Escape the Noise Kit  - Sensory Tent  d/Deaf-led Artist Talks, Tours and Workshop Program: This program consulted with key d/Deaf artists, advocates and social researchers from diverse cultural backgrounds, including Dr Riona Tindal, Darlene Thornton, Raian Hoblos and Ayah Wehbe (Silent Signs) in order to create a d/Deaf-led Public Program that connected with three exhibitions at Councils Peacock Gallery from July 2019 – January 2020. It engaged a total of 42 d/Deaf people and established a social media Facebook Group with 45 d/Deaf online followers.
		2.3.2	Provide resource and support education and care services for families with additional needs		Council's Children's Services provide the following supports:  - Early Integration Program supporting parents of children with disability to access education by linking them to a suitable education and care service.  Support is provided through the transition and commencement at a service.  - Inclusion support for families and children within the service including program support, individual support plans, developmental support and resourcing families with local services, therapists etc.  - Training calendars, brochures regarding information for families is also distributed to families in a range of ways.  - Informal support for families with children with disability such as links to local support services and resources.



#	Strategy	#	Action	Status	Progress Update/Key Achievements
		2.3.3	Operate quality and specialised services for people with disability that reflect the needs and requirements of people with disability.		Council delivers the following specialised services:  - Home delivered meals (for people with and without disability).  - Lifestyle & Leisure Links program (NDIS Participants aged 18-65) which focuses on development through experience and encourages improvement to social, physical and emotional capacities through a range of peer group activities.  - Seniors wellness programs and outings with accessible transport options for seniors with disability.

# Focus Area 3: Employment

#	Strategy	#	Action	Status	Progress Update/Key Achievements
3.1	Increase the participation of people with disability	3.1.1	Partner with agencies and groups to increase the recruitment of people with disability.		Council promoted the 'Employ their Ability' campaign to highlight the benefits of employing people with disability.  Council's HR services distributes Council job opportunities to Disability Employment Services in the Cumberland area.
		3.1.2	Implement actions from the Workplace Management Plan to improve the inclusion and professional development of employees with disability.		Council's Workplace Management Plan broadly discusses inclusion and professional development for all.
3.2	Provide volunteering and work placement opportunities for all people of all abilities	3.2.1	Identify and provide volunteering opportunities for people with disability through Councils volunteer program.		Council's Volunteer Application Form asks the applicant to identify whether they are a person with disability (it is not compulsory to disclose). If someone does disclose they are given a follow up call to ask whether they require any additional supports. Council has engaged a consultant to review current volunteer policies, procedures and practices.  Council currently has a person with disability volunteering with Council's outdoor staff with the help of a support worker. Council's Aged and Disability team also work with a number of active volunteers with disability.  Council were featured on SBS's TV show 'Employable Me' covering the

Cumberland Disability Inclusion Plan Progress Report (Years 1 & 2 & 3)

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#	Strategy	#	Action	Status	Progress Update/Key Achievements
					experience of Ben, a man with disability who tried out a day in the life of a parking officer in the search for his ideal job.
					Year 3 Update People with disability continue to volunteer in a number of positions within Council's Volunteers Program. Some of the positions include Bush Care and Central Garden Zoo Assistants, English Class Tutor, JP and Administration.
					Council's volunteer program was suspended in late March 2020 due to the coronavirus pandemic.
		3.2.2	Provide work placement opportunities for people with disability within Council.	9	Scheduled for implementation in year 4.
3.3	Improve organisational capacity to support a diverse workforce	3.3.1	Implement reasonable workplace adjustment policy and practices to support employees with disability.		Council's Workplace Adjustment Procedures and Guidelines have been updated and are available on the intranet.
		3.3.2	Undertake a review of Council recruitment policies and practices to improve equal access to employment for people with disability.		An external review of Council's recruitment policies and practices were completed by the Australian Network on Disability. Council's Human Resources are currently in the process of reviewing the recommendations for implementation.
		3.3.3	Continue to implement a policy to reflect the Carer's Recognition Act, including promoting flexible work arrangements.		Council promotes flexible work arrangements where possible for all staff, including staff who are carers and staff with disability.

# Focus Area 4: Systems and Processes

#	Strategy	#	Action	Status	Progress Update/Key Achievements
4.1	Increase access to Council	4.1.1	Provide information in a range of accessible formats and ensure that Councils website, print		Council's Aged and Disability Services promotional material, NDIS program Service Agreements, Library sign-up sheets and Disability Inclusion Action

Cumberland Disability Inclusion Plan Progress Report (Years 1 & 2 & 3)

C02/21-664 - Attachment 1

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#	Strategy	#	Action	Status	Progress Update/Key Achievements
	information services		material and social media is accessible.		Plan are all available in easy-read formats.
					Council is in the process of engaging a consultant to develop Accessible Document Guidelines and deliver training to relevant staff.
		4.1.2	Ensure Council's website is compliant with Website Content Accessibility Guidelines 2.0 to ensure minimum standards of accessibility requirements (vision		Council's Communications and Events team is undertaking a project to develop a new Council website which is WCAG 2 compliant and more accessible in terms of navigation.  The new website is anticipated to be completed by October 2019.
			and hearing impaired).		Year 3 Update
					Council's new website has now been developed and finalised
		4.1.3	Develop a range of publications to promote accessible places and spaces within Cumberland.	9	Scheduled for implementation in year 4.
		4.1.4	Develop and install signage to promote accessible technologies and facilities within Council facilities for example, hearing loops, braille tactile signs, MLAK keys etc.	•	Some Community Centres had their internal signage updated to include Braille
4.2	Review and continuously improve Council's service delivery	4.2.1	Establish and convene a Disability Access and Inclusion Panel to increase participation of people with disability and disability advocates in Council planning processes.		Council's Access Committee and the Access and Inclusion Panel were created to provide community representation, advice and input to Council on the views, needs and interests of people with disability in the community.  7 x Panel meetings have been convened.
					1 x extraordinary consultation was conducted for the Auburn Botanic Gardens Masterplan in February 2018.     4 x Access Committee meetings have been held each year.
		4.2.2	Undertake regular, independent review of Council's services to identify continuous improvement opportunities.		Australian Network on Disability (AND) Access and Inclusion Index was completed in 2017/2018, with Council undertaking another index in 2019 and results to be delivered in 2020.



#	Strategy	#	Action	Status	Progress Update/Key Achievements
					Year 3 Update Council participated in the Access and Inclusion Index in May 2020
		4.2.3	Undertake regular internal review by Council Staff to identify continuous improvement opportunities for workplace practices and support.	9	Scheduled for implementation in year 4.
		4.2.4	Promote Council's DIAP outcomes to the community, ensuring use of a range of communication methods and accessible formats.		Council is currently keeping track of the DIAP actions implemented and reporting through Council's Access Committee and Access and Inclusion Panel. Opportunities to report back to the community via the new website are currently being explored.
4.3	Develop and implement staff procedures and practices that support the implementation of access and inclusion	4.3.1	Implement guidelines for making our publications and signage accessible, including 'easy read' publications.	9	Scheduled for implementation in year 4.
		4.3.2	Develop an accessibility checklist for staff developing content for Council's website.	9	Scheduled for implementation in year 4.
		4.3.3	Develop and implement training for staff to deliver better access outcomes, for example, how to use accessible technologies.	9	Scheduled for implementation in year 4.
		4.3.4	Develop and implement accessible event management guidelines and toolkit for Council		A guiding checklist for access and inclusion at events has been developed.
			delivered events to promote access and inclusion.		Council is working towards creating an access and inclusion page on the intranet where all access and inclusion resources can be found in one central location.
		4.3.5	Develop and implement training for staff delivering community engagement programs to promote access and inclusion.		Disability awareness/confidence training has been delivered to Council staff and volunteers during years 1 and 2.  Additional targeted training to occur in years 3 and 4.



#	Strategy	#	Action	Status	Progress Update/Key Achievements
		4.3.6	Support staff with disability to attend training and professional development opportunities.		Council is committed to minimising barriers for staff of all abilities.  Data is not currently available on the number of requests



Item No: C02/21-665

# **INVESTMENT REPORT - DECEMBER 2020**

Responsible Division: Finance & Governance

Officer: Director Finance & Governance

File Number: A-05-01/05

Community Strategic Plan Goal: Transparent and accountable leadership

# **SUMMARY**

This is a report from the Director Finance & Governance providing an update on the performance of Council's investment portfolio to 31 December 2020.

# RECOMMENDATION

That Council receive the 31 December Investment Report.

# **REPORT**

Included in this report are the following items that highlight Council's investment portfolio performance for the month, year-to-date to 31 December 2020 and an update of the investment environment.

# Council Investments as at 31 December 2020

Council's investment portfolio has a current market value of \$145,727,125. This represents a premium of \$1,429,123 above the face value of the portfolio being \$144,298,002 and generates a 1.34% average purchase yield. The following table reflects Council's holding in various investment categories.

Categories	Face Value (\$)	Current Value (\$)	Current Yield (%)
Bonds	4,750,000	5,194,343	3.0474
Cash	21,046,894	21,046,894	0.6142
Floating Rate Note	33,750,000	34,233,187	1.0499
Managed Funds	16,751,107	16,751,107	1.9675
Term Deposit	68,000,000	68,501,593	1.4312
	144,298,002	145,727,125	1.3383



# Investment Portfolio Performance

The investment returns for the month year-to-date of 31 December outperformed the current month benchmark and exceeded the year-to-date benchmark.

# Performance – Current Month 31 December 2020

For the month of December, Council's portfolio generated interest earnings of \$169,484. This is \$36,151 higher than the budget of \$133,333 and outperformed the AusBond Bank Bill Index by 0.08%, as detailed below:-

Monthly Results	ults Income Budget		Variance	Portfolio Performance	AusBond BB Index	Outperformance
Total Portfolio	169,484	133,333	36,151	0.08%	0.00%	0.08%

# Performance – Year-to-date 31 December 2020

For the year-to-date, Council's portfolio generated interest earnings of \$1,309,208. This is \$295,895 higher than the budget of \$1,013,313 and outperformed the AusBond Bank Bill Index by 1.13%, as per below:-

FYTD Results	Income	Budget	Variance	Portfolio Performance	AusBond BB Index	Outperformance
Total Portfolio	1,309,208	1,013,313	295,895	1.18%	0.05%	1.13%

# **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**

To manage risk, key criteria are incorporated into Council's investment making decisions, as detailed below:-

# Preservation of Capital

The requirement for preventing losses in an investment portfolio's total value (considering the time value of money).

# **Diversification**

Setting limits to the amounts invested with a particular financial institution or government authority to reduce credit risk.



# Credit risk

The risk that an investment of Council fails to pay the interest and/or repay the principal of an investment.

# Maturity risk

The longer the term of the investment, the greater the exposure to potential changes in interest rates, market volatility and credit quality of an issuer.

# **FINANCIAL IMPLICATIONS**

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

# CONCLUSION

Council hereby certifies that the investments listed above have been made in accordance with Section 625 of the *Local Government Act 1993*, Clause 212 of the *Local Government (General) Regulation 2005* and Council's *Investment Policy*.

# **ATTACHMENTS**

- 1. Investment Report December 2020 J
- 2. Investment Portfolio Commentary December 2020 J

# DOCUMENTS ASSOCIATED WITH REPORT C02/21-665

# Attachment 1 Investment Report December 2020

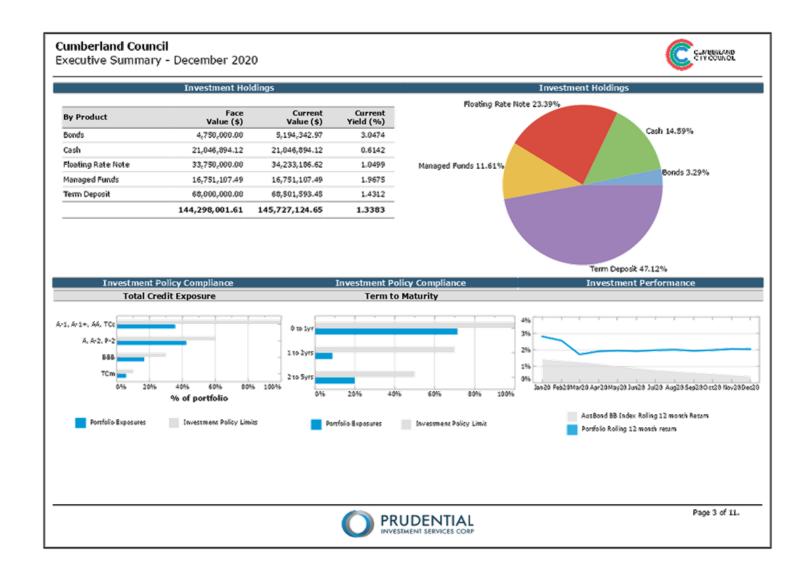




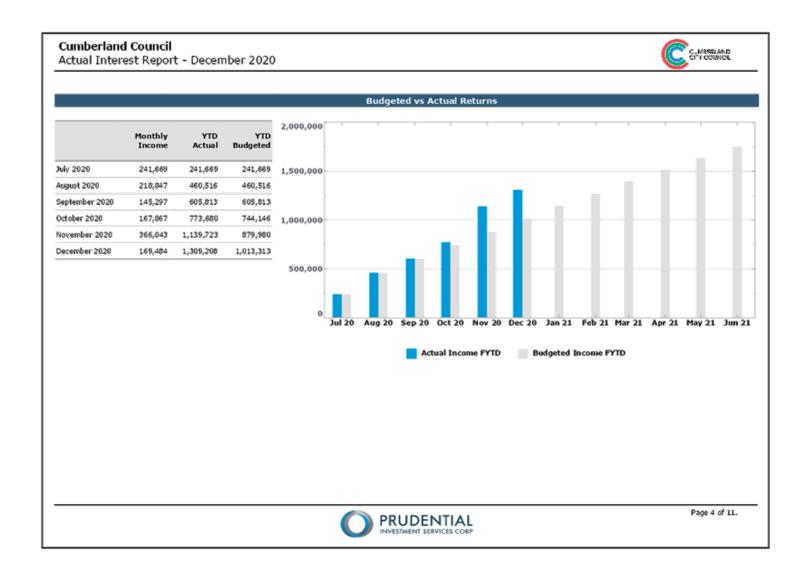


# **Cumberland Council** CUMSERLAND CITY COUNCIL Investment Summary Report - December 2020 Contents Page 3 **Executive Summary** Page 4 Actual Interest Report **Investment Cashflows** Page 5 Investment Policy Compliance Report Page 6 Investment Performance Report Page 7 Individual Institutional Exposures Report Page 8 Investment Holdings Report Page 9 Page 2 of 11. PRUDENTIAL INVESTMENT SERVICES CORP

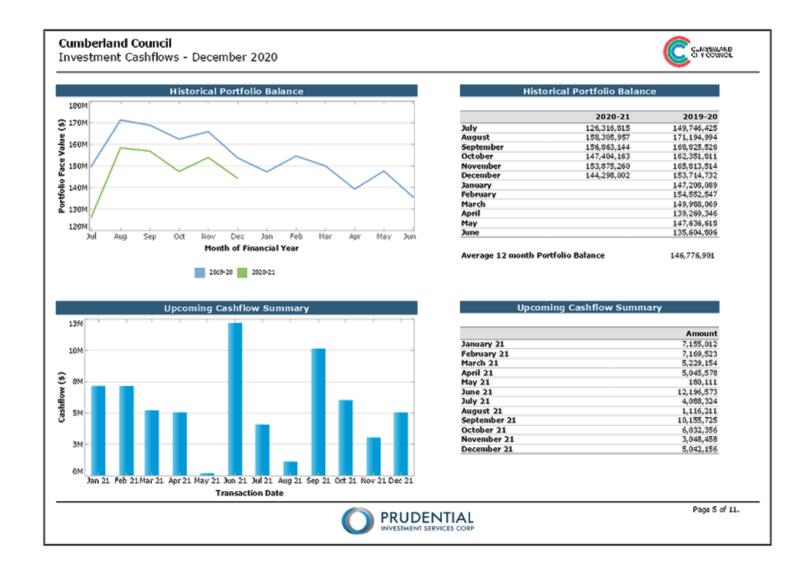




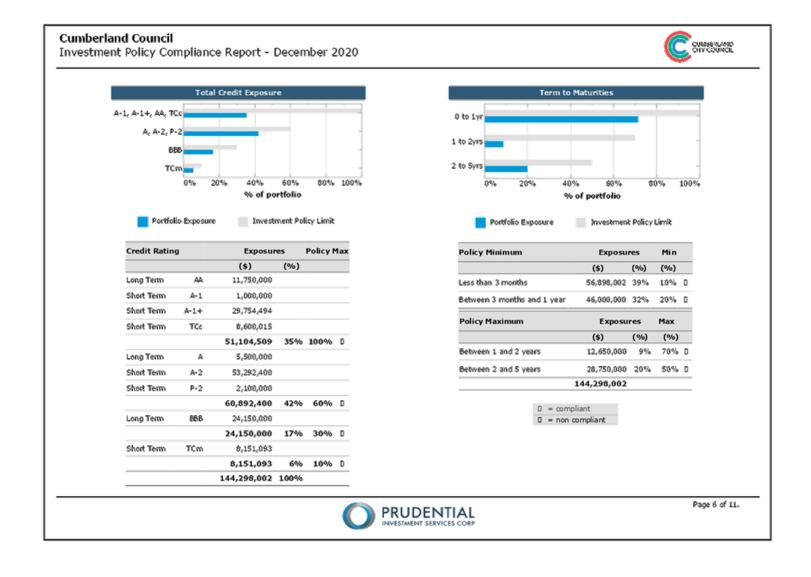




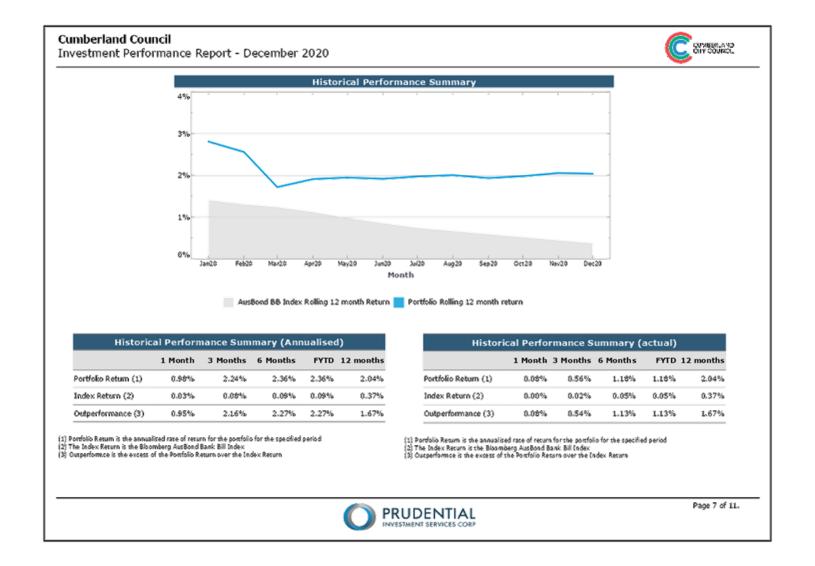




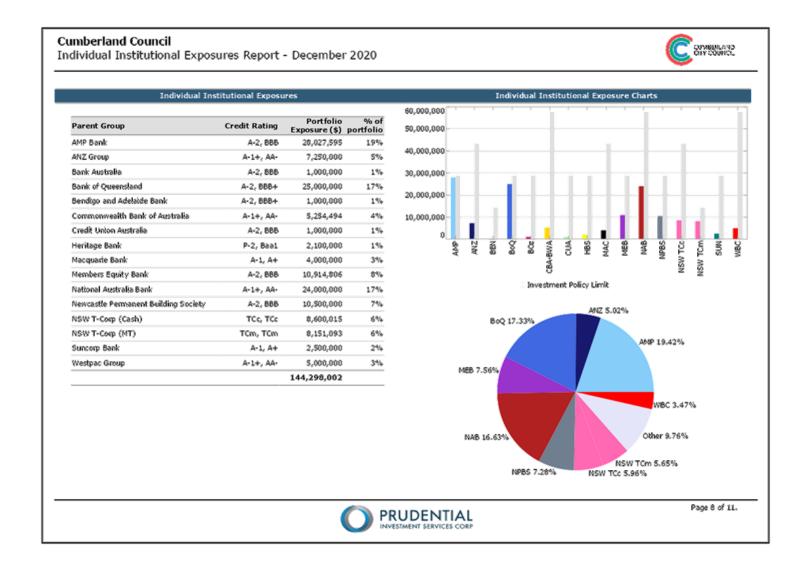














# **Cumberland Council**

Investment Summary Report - December 2020



Cash Accounts						
Face Value (\$)	Rate (%pa)	Institution	Credit Rating	Current Value (\$)	Deal No.	Reference
2,754,493.91	0.0000%	Commonwealth Bank of Australia	A-1+	2,754,493.91	250385	3010516
0.00	0.1000%	Commonwealth Bank of Australia	A-1+	0.00	533672	3010516
4,264,805.67	0.4000%	ME Bank	A-2	4,264,805.67	539882	3040620
14,027,594.54	0.8000%	AMP Bank	A-2	14,027,594.54	540125	3180820
21,046,894.12	0.6142%			21,046,894.12		

Managed Funds											
Face Value (\$)	Monthly Return (%)	Institution	Credit Rating	Fund Name	Current Value (\$)	Deal No.	Capital <sub>F</sub> Base (\$)	Reference			
5,450,589.23	0.0166%	NSW T-Corp (Cash)	TCc	Cash Fund	5,450,589.23	204877	4,985,661.91	3120516			
3,149,425.55	0.0301%	NSW T-Corp (Cash)	TCc	Short Term Income Fund	3,149,425.55	204878	2,734,286.39	3120516			
8,151,092.71	0.3153%	NSW T-Corp (MT)	TCm	Medium Term Growth Fund	8,151,092.71	538647	8,999,099.09	3021019			
16,751,107.49					16,751,107.49						

Term Deposits												
Maturity Date	Face Value (\$)	Rate (%pa)	Institution	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Deal No.	Accrued Interest (\$)	Coupon Frequency	Reference	
6-Jan-21	2,000,000.00	0.7300%	National Australia Bank	A-1+	2,000,000.00	2-Sep-20	2,004,840.00	540179	4,840.00	At Maturity	3020920	
18-Jan-21	2,500,000.00	1.7000%	AMP Bank	A-2	2,500,000.00	20-Jan-20	2,540,404.11	539174	40,404.11	At Maturity	3200120	
25-Jan-21	2,500,000.00	1.7000%	AMP Bank	A-2	2,500,000.00	20-Jan-20	2,540,404.11	539175	40,404.11	At Maturity	3200120	
8-Feb-21	4,000,000.00	0.7300%	National Australia Bank	A-1+	4,000,000.00	31-Aug-20	4,009,840.00	540169	9,840.00	At Maturity	3310820	
22-Feb-21	3,000,000.00	2.9500%	Newcastle Permanent Building Society	A-2	3,000,000.00	22-Feb-19	3,075,649.32	537561	75,649.32	Annually	3220219	
8-Mar-21	3,000,000.00	2.8500%	Newcastle Permanent Building Society	A-2	3,000,000.00	6-Mar-19	3,070,508.22	537619	70,508.22	Annually	3060319	
19-Apr-21	4,000,000.00	0.7300%	National Australia Bank	A-1+	4,000,000.00	26-Aug-20	4,010,240.00	540147	10,240.00	At Maturity	3260820	
7-Jun-21	4,000,000.00	1.1500%	ME Bank	A-2	4,000,000.00	2-Jun-20	4,026,843.84	539865	26,843.84	At Maturity	3020620	
8-Jun-21	2,000,000.00	3.1400%	Westpac Group	A-1+	2,000,000.00	8-Jun-18	2,004,129.32	536727	4,129.32	Quarterly	3080618	
28-Jun-21	2,000,000.00	2.0500%	Bank of Queensland	A-2	2,000,000.00	27-Jun-19	2,020,893.15	538086	20,893.15	Annually	3270619	



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# **Cumberland Council**

Investment Summary Report - December 2020



Term Deposits											
Maturity Date	Face Value (\$)	Rate (%pa)	Institution	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Deal No.	Accrued Interest (\$)	Coupon Frequency	Reference
30-Jun-21	4,000,000.00	0.8000%	National Australia Bank	A-1+	4,000,000.00	2-Sep-20	4,010,608.22	540181	10,606.22	At Maturity	3020920
12-Jul-21	4,000,000.00	0.8000%	National Australia Bank	A-1+	4,000,000.00	2-Sep-20	4,010,608.22	540160	10,608.22	At Maturity	3020920
27-Sep-21	4,000,000.00	0.7600%	National Australia Bank	A-1+	4,000,000.00	14-Sep-20	4,009,078.36	540238	9,078.36	At Maturity	3140920
4-0d-21	3,000,000.00	1.7000%	Bank of Queensland	A-2	3,000,000.00	4-Sep-19	3,016,627.40	538486	16,627.40	Annually	3040919
11-0d-21	3,000,000.00	1.7000%	Bank of Queensland	A-2	3,000,000.00	4-Sep-19	3,016,627.40	538488	16,627.40	Annually	3040919
19-Nov-21	3,000,000.00	0.6000%	Westpac Group	A-1+	3,000,000.00	19-Nov-20	3,002,120.55	540583	2,120.55	At Maturity	3191120
15-Dec-21	4,000,000.00	0.7500%	AMP Bank	A-2	4,000,000.00	15-Dec-20	4,001,397.26	540706	1,397.26	At Maturity	3151220
21-Dec-21	1,000,000.00	0.7500%	Macquarie Bank	A-1	1,000,000.00	21-Dec-20	1,000,226.03	540719	226.03	At Maturity	3211220
23-May-22	2,000,000.00	2.4000%	Bank of Queensland	888+	2,000,000.00	24-May-19	2,029,063.01	537973	29,063.01	Annually	3240519
30-May-22	2,000,000.00	2.4000%	Bank of Queensland	888+	2,000,000.00	30-May-19	2,028,536.99	537991	28,536.99	Annually	3300519
14-Jun-22	2,000,000.00	2.2500%	Bank of Queensland	888+	2,000,000.00	11-3un-19	2,025,150.68	538030	25,150.68	Annually	3110619
24-Aug-22	5,000,000.00	0.9500%	Bank of Queensland	888+	5,000,000.00	24-Aug-20	5,016,917.81	540138	16,917.81	Annually	3240820
22-May-23	2,000,000.00	2.5500%	Bank of Queensland	888+	2,000,000.00	24-May-19	2,030,879.45	537974	30,879,45	Annually	3240519
	68,000,000.00	1.4312%			68,000,000.00		68,501,593.45		501,593.45		

Floating Rate Notes												
Maturity Date	Face Value (\$)	Rate (%pa)	Security Name	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Deal No.	Accrued Interest (\$)	Next Coupon I Date	Reference	
29-Mar-21	2,100,000.00	1.2500%	HBS Snr FRN (Mar21) BBSW+1.23%	P-2	2,100,000.00	29-Mar-18	2,105,045.75	536457	215.75	29-Mar-21	3290318	
16-Apr-21	1,000,000.00	1.3500%	ME Bank Snr FRN (Apr21) BBSW+1.27%	A-2	1,000,000.00	17-Apr-18	1,005,547.95	536509	2,847.95	18-Jan-21	3170418	
30-Aug-21	1,000,000.00	1.3200%	BOz 'SRI' Snr FRN (Aug21) BBSW+1.30%	A-2	1,000,000.00	30-Aug-18	1,005,967.26	536987	1,157.26	26-Feb-21	3300818	
6-Sep-21	1,000,000.00	1.2691%	CUA Snr FRN (Sep21) BBSW+1.25%	A-2	1,000,000.00	6-Sep-18	1,007,639.25	537050	869.25	8-Mar-21	3060918	



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# **Cumberland Council**

Investment Summary Report - December 2020



Floating	Rate Notes										
Maturity Date	Face Value (\$)	Rate (%pa)	Security Name	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Deal No.	Accrued Interest (\$)	Next Coupon Date	Referenc
10-Sep-21	2,000,000.00	1.1000%	AMP Snr FRN (Sep21) BBSW+1.08%	A-2	2,000,000.00	10-Sep-18	2,004,606.03	537065	1,326.03	10-Mar-21	310091
10-Sep-21	3,000,000.00	1.1000%	AMP Snr FRN (Sep21) BBSW+1.05%	A-2	3,021,240.00	31-May-19	3,006,909.04	537992	1,989.04	10-Mar-21	331051
18-Jul-22	1,650,000.00	1.0600%	ME Bank Snr FRN (Jul22) BBSW+0.98%	888	1,650,000.00	18-Jul-19	1,668,428.92	538175	3,545.92	18-Jan-21	318071
25-Jan-23	1,000,000.00	1.1100%	BEN Snr FRN (Jan23) BBSW+1.05%	888+	1,000,000.00	25-Jan-18	1,017,217.53	536142	2,037.53	25-Jan-21	325011
6-Feb-23	500,000.00	1.4212%	NPBS Snr FRN (Feb23) BBSW+1.40%	888	501,370.00	21-Mar-18	509,595.24	536444	1,090.24	8-Feb-21	321031
9-May-23	3,000,000.00	0.9210%	ANZ Snr FRN (May23) BBSW+0.90%	AA-	3,000,000.00	9-May-18	3,054,442.03	536582	4,012.03	9-Feb-21	309051
19-Jun-24	2,000,000.00	0.9338%	NAB Snr FRN (Jun24) BBSW+0.92%	AA-	2,000,000.00	19-Jun-19	2,046,662.84	538935	562.84	19-Mar-21	319061
18-Jul-24	4,000,000.00	1.1100%	BoQ Snr FRN (Jul24) BBSW+1.03%	888+	4,021,640.00	29-Aug-19	4,096,081.64	538417	9,001.64	18-Jan-21	329081
30-Jul-24	2,500,000.00	0.8368%	SUN Snr FRN (Jul24) BBSW+0.78%	A+	2,495,800.00	12-Aug-19	2,538,185.85	538383	3,610.85	29-Jan-21	312061
7-Aug-24	3,000,000.00	0.8210%	MAC Snr FRN (Aug24) BBSW+0.80%	A+	3,000,000.00	7-Aug-19	3,845,267.92	538349	3,576.41	6-Feb-21	307081
29-Aug-24	2,000,000.00	0.7900%	ANZ Snr FRN (Aug24) BBSW+0.77%	AA-	2,000,000.00	29-Aug-19	2,038,446.77	538412	1,385.21	26-Feb-21	329081
4-Feb-25	4,000,000.00	1.1489%	NPBS Snr FRN (Feb25) BBSW+1.12%	888	4,000,000.00	4-Feb-28	4,083,142.60	539180	7,302.60	4-Feb-21	304022
	33,750,000.00	1.0499%			33,790,050.00		34,233,186.62		44,530.55		

Fixed Rate	Fixed Rate Bonds											
Maturity Date	Face Value (\$)	Rate (%pa)	Security Name	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Deal No.	Accrued Interest (\$)	Purchase Yield	Reference	
11-Jan-24	2,500,000.00	3.0000%	CBA Snr Bond (Jan24) 3.00%	AA-	2,500,000.00	11-Jan-19	2,730,764.56	537455	35,439.56	3.1850%	3110119	
8-Feb-24	2,250,000.00	3.1000%	ANZ Snr Bond (Feb24) 3.10%	AA-	2,250,000.00	8-Feb-19	2,463,578.41	537488	27,593.41	3.1125%	3080219	
	4,750,000.00	3.0474%			4,750,000.00		5,194,342.97		63,032.97	3.1507%		



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# DOCUMENTS ASSOCIATED WITH REPORT C02/21-665

# Attachment 2 Investment Portfolio Commentary December 2020





# Cumberland Council Economic and Investment Portfolio Commentary December 2020

### Global issues:

- In the US, the fallout of the presidential election continues to provide plenty of spectacle, but little in the way of market moving impact. The markets fully acknowledge President-elect Biden will be inaugurated on Jan 20th even if a handful of Republicans, including the current President, beg to differ.
- The roll out of Coved-19 vaccines gave share markets a boost in December, with the Dow Jones (US) hitting record highs and Australia's ASX 200 continuing its steady rise from its Feb/March sell off.
- In Europe, the UK officially left the EU at the end of the month following four years
  of negotiations and a few changes in British PMs. The somewhat anti-climatic
  milestone was overshadowed by a distressing surge in Covid-19 in the UK and
  across the continent.

### Domestic issues:

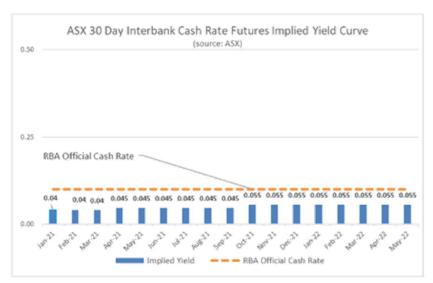
- In Australia, economic data continued to be encouraging with the latest releases of business conditions, employment and new home sales showing solid gains.
- Latest monthly employment data revealed that 84% of the jobs lost earlier in the year have been recovered. Meanwhile, increases in share prices, home prices and savings combined to result in a record household wealth level for Australians.
- Nevertheless, economists remain cautious of the healthy data given the level of government support being provided to help the economy and recognising that flare ups of Covid cases still have the potential to put a brake on business activities well into 2021.
- The Australian share market (All Ordinaries Accumulation Index) ended the month up 1.8%, and up 14.4% for the Dec Qtr. The AUD/USD closed out 2020 on the verge of 0.77c up from 0.73c at November month end.

## Interest rates

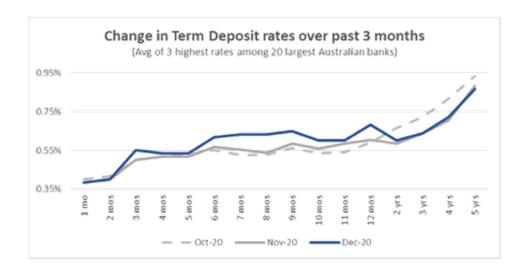
At its December meeting, the RBA kept the official cash rate target at 0.10% and
the target yield on 3yr Government bonds at 0.10%. The RBA reiterated its
objective to purchase bonds in "whatever quantity" to ensure the 3yr target rate is
maintained and again stated that it does not expect to raise the official cash rate for
at least the next 3 years.







 In December, average TD rates in the 1-12 month range improved slightly as a result of a couple banks being particularly competitive. Average rates in the 2-5 year range were largely unchanged over the month:







# Investment Portfolio Commentary

Council's investment portfolio posted a return of 0.98%pa for the month of December versus the bank bill index benchmark return of 0.03%pa. For the past 12 months, the investment portfolio returned 2.04%pa, exceeding the bank bill index benchmark's 0.37%pa by 1.67%pa.

Without marked-to-market influences, Council's investment portfolio yielded 1.19% pa for the month. This is based on the actual interest rates being received on existing investments and excludes the underlying changes to the market value of the securities/deposits.

During December, Council's investment portfolio had \$11m in two 9 month TDs and a 3 year TD mature which had a weighted average rate of approximately 2%pa. Council took advantage of AMP Bank's temporary increase of its per client deposit limits by investing \$4m in a 12 month TD at 0.75% and deposited another \$4m in the AMP Bank 30 day Notice Account paying 0.80%pa. A \$1m 12 month Macquarie Bank TD was also locked in at 0.75%. A net increase during the month of \$2.25m was made in Council's ME Bank at call account paying 0.40%pa, which is used to address short notice expenditure requirements.

The TCorpIM MT Growth Fund rose 0.4% in December. The Australian share market gained 1.8% for the month with Materials (+8.8%) the best performing sector as the price of iron ore (+20%) surged on strong demand from China and concerns about supply from Brazil. Utilities (-5.4%) and Healthcare (-4.7%) were the worst performing sectors. Overseas markets such as the US S&P 500 (+3.8%), European S&P350 (+2.4%), Japanese S&P 500 (+3.1%), and Chinese S&P 300 (+6.7%) also continued to post solid gains.

Council has a well-diversified portfolio invested among a range of term deposits and floating rate notes from highly rated Australian ADIs. 78% of the portfolio is spread among the top three credit rating categories (A long term/A2 short term and higher) and NSW TCorpIM managed funds. It is expected that Council can continue to achieve above benchmark returns with prudent investment selection for its short and long term holdings.

Disclaimer: The statements and opinions contained in this report are based on currently prevailing conditions in financial markets and are so contained in good faith and in the belief that such statements and opinion are not false or misleading. In preparing this report, Prudential Investment Services Corp has relied upon information which it believes to be reliable and accurate. Prudential Investment Services Corp believes that this report and the opinions expressed in this report are accurate, but no warranty of accuracy or reliability is given. Prudential Investment Services Corp does not warrant that its investigation has revealed all of the matters which a more extensive examination might disclose. This report may not be reproduced, transmitted, or made available either in part or in whole to any third party without the prior written consent of Prudential Investment Services Corp. AFS Licence No. 468145.



Item No: C02/21-666

# **COUNCIL MEETING SCHEDULE 2021**

Responsible Division: Finance & Governance

Officer: Director Finance & Governance

File Number: 8671572

Community Strategic Plan Goal: Transparent and accountable leadership

# **SUMMARY**

This report recommends Council adopt the Council Meeting Schedule for 2021.

# RECOMMENDATION

That Council adopt the Council Meeting Schedule as outlined in the report.

# **REPORT**

In accordance with Council's adopted *Code of Meeting Practice*, Ordinary Council meetings are held generally on the first and third Wednesday of each calendar month, with the exception of January where no meetings are held. Council is required to meet at least 10 times in a calendar year.

Given the Local Government Elections are being held on Saturday 4 September 2021, it is recommended that Council review the Ordinary Council meeting dates for September 2021, as there is a meeting scheduled to be held on Wednesday 1 September 2021 under the current approach, just three days prior to election day.

In the past, the declaration of results occurs approx. 5-6 days following election day. In between this and the first Council meeting, elected Councillors are contacted by the General Manager, and must undertake the Councillor Oath of Office and commence undertaking the Councillor Induction process.

Therefore, it is proposed that the first Ordinary Council for the new Council term be held on 22 September 2021. It is proposed that Council hold the Oath of Office ceremony on Wednesday the 15<sup>th</sup> September 2021. It is proposed that the first Council meeting in September is removed from the schedule given the close proximity to election day. This will mean that the final scheduled Ordinary Council meeting for this Council term will be held on 18 August 2021.



Therefore, it is recommended that Council adopt the following meeting Schedule for 2021:

2021:				
Wednesday 3 February 2021				
Wednesday 17 February 2021				
Wednesday 3 March 2021				
Wednesday 17 March 2021				
Wednesday 7 April 2021				
Wednesday 21 April 2021				
Wednesday 5 May 2021				
Wednesday 19 May 2021				
Wednesday 2 June 2021				
Wednesday 16 June 2021				
Wednesday 7 July 2021				
Wednesday 21 July 2021				
Wednesday 4 August 2021				
Wednesday 18 August 2021				
Wednesday 22 September 2021 (Mayoral Election)				
Wednesday 6 October 2021				
Wednesday 20 October 2021				
Wednesday 3 November 2021				
Wednesday 17 November 2021				
Wednesday 1 December 2021				
Wednesday 15 December 2021				

# **COMMUNITY ENGAGEMENT**

The Council meeting schedule if adopted will be updated on Council's website.



#### **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**

Adoption of this report recommendation will ensure a considered and smooth process is undertaken to introduce and induct Councillors at the start of the new Council term. It is recommended the report recommendation be adopted.

#### **ATTACHMENTS**

Nil



Item No: C02/21-667

#### **UPDATE ON APPROVED MAYORAL COMMUNITY FUND APPLICATIONS**

Responsible Division: Finance & Governance

Officer: Director Finance & Governance

File Number: 8281543

Community Strategic Plan Goal: Transparent and accountable leadership

#### **SUMMARY**

This report provides an update on Mayoral Community Fund applications approved since the previous update provided at the 18 November 2020 Council meeting.

#### RECOMMENDATION

That Council receive the report.

#### **REPORT**

The report outlines the details of Mayoral Community Fund applications approved since the previous update provided, in accordance with the Council resolution made at the Ordinary Council meeting held on 3 June 2020, Min. 720:

"That Council re-adopt the Mayoral Community Fund Guidelines and that all grants be reported to Council at the next Ordinary Council Meeting."

Details of each approved application can be reviewed in the attachment provided.

#### **COMMUNITY ENGAGEMENT**

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

#### **POLICY IMPLICATIONS**

The approved applications are in accordance with the Council endorsed *Mayoral Community Fund Guidelines*.

#### **RISK IMPLICATIONS**

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

#### **FINANCIAL IMPLICATIONS**

The Mayoral Community Fund is budgeted at \$30,000 per annum. This approved application is budgeted from this annual budget.



#### **CONCLUSION**

Mayoral Community Funding was granted to five applicants since the previous update provided at the 18 November 2020 Council meeting.

#### **ATTACHMENTS**

1. Approved Mayoral Community Fund Applications J.

# DOCUMENTS ASSOCIATED WITH REPORT C02/21-667

# Attachment 1 Approved Mayoral Community Fund Applications



		М	AYORAL COMMUNITY FUND APPLICA			
Date of Request	Name of Applicant/ Organisation	Amount Sought (\$)	Nature of Request	Summary of Panel Recommendation to the Mayor	Mayoral Determination (\$- value)	Date Mayor Approved
11/12/2020	Bardieh Sorkheh	\$364.00	Due to financial hardship, application is made requesting a 12 month fee waiver for pool entry (once a week) to assist with medical rehabilitation.	Given the evidence of hardship/medical documentation, recommend full support to assist with resident's rehabilitation.	\$364.00	17/12/2020
3/12/2020	Rays Sims for Alcoholics Anonymous	\$910.00	Application is for a partial fee waiver of Granville Town Hall charges. Meetings have provided assistance to residents of the Cumberland LGA, which due to COVID-19, have had a reduced attendance rate.	Recommend full support as the initiative supports wellbeing and delivers positive social outcomes for the Cumberland community.	\$910.00	17/12/2020
3/12/2020	Ethan Dean	\$520.00	Waiver of green fees for 5 players from the Cumberland LGA to play 72 holes at Rosnay Golf Club as part of the Cancer Council's "The Longest Day" golf fundraiser.	Recommend full support for a worthy cause.	\$520.00	9/12/2020
2/12/2020	Rotary Club of Holroyd	\$1,500.00	Funds will be used to organise their annual awards night recognising the efforts of the Cumberland Police Local Area Command.	Given heightened number of applications due to COVID, recommend approval of \$1,160 being for 3 finalists in each category in recognition of their work.	\$1,160.00	9/12/2020
25/11/2020	Sheryi Boulos	\$4,400.00	tree.	Hardship has been demonstrated, the application is recommended for approval given the dangerous state of the tree and threat to occupant. Evidence to be provided following works before payment being released.	\$4,400.00	7/12/2020



Item No: C02/21-668

#### REPORT ON OUTSTANDING COUNCIL RESOLUTIONS

Responsible Division: Finance & Governance

Officer: Director Finance & Governance

File Number: SC492

Community Strategic Plan Goal: Transparent and accountable leadership

#### **SUMMARY**

This report presents to Council the current list of outstanding Council resolutions.

#### RECOMMENDATION

That Council receive the report.

#### **REPORT**

This report provides Council an update on the current outstanding Council resolutions. A total of 39 resolutions are currently in progress.

The list of outstanding Council resolutions and a status update is provided as Attachment 1 to this report.

Year	Resolutions Passed	Resolutions Enacted/Completed	Resolutions in Progress
2017	150	150	0
2018	258	258	0
2019	328	324	4
2020	314	279	35

#### **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**

This report provides Council with added transparency in relation to the progress of outstanding Council resolutions.

#### **FINANCIAL IMPLICATIONS**

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

#### **CONCLUSION**

The update on outstanding Council resolutions is provided for the information of Council.

#### **ATTACHMENTS**

1. Outstanding Council Resolutions J.

# DOCUMENTS ASSOCIATED WITH REPORT C02/21-668

# Attachment 1 Outstanding Council Resolutions



# Outstanding Council Resolutions As at 27/01/2021

Date of Meeting	Minute No / Subject	Council Decision	Responsible Directorate	Status	Estimated Completion Date
03/04/2019	Min. 478 - Item C04/19-55 - Proposed Closure and Sale of Part of Finns Lane, Merrylands	That Council delegate authority to the General Manager to consider any submissions made to Council with respect to the closing of a portion of Finns Lane, Merrylands, and to report to Council about this matter.	Finance and Governance	Valuation from 2018 being updated, report to be provided to Council in February 2021 pending receipt of the valuation report in January 2021.	30/04/2021
19/06/2019	Min. 557 - Item C06/19-109 - Parramatta Road Urban Amenity Improvement Program- Land Acquisition for Auburn Park Expansion	That Council: 1. Endorse the acquisitions of 45, 47, 49 and 55 Karrabah Road, Aubum bycompulsory process for the purposes of expanding Aubum Park. 2. Approve and authorise the necessary application to be made to the Minister for Local Government and the Governor. 3. Delegate authority to the General Manager to execute all documents associated with the acquisition of these properties. 4. Give public notice of its intention to classify all seven properties (43, 45, 47, 49, 51,53 and 55 Karrabah Road, Aubum) as Community Land in accordance with the provisions of section 34 of the Local Government Act 1993 and make the classification if no adverse submissions are received.	Finance and Governance	Last property to acquire is 45 Karrabah Road, Council is following the compulsory acquisition process. Proposed Acquisition Notice issued to vendors solicitors, now awaiting 24 February 2021 deadline before proceeding and subject to any comments from the Valuer-General.	12/03/2021
17/07/2019	Min. 606 - Item C07/19-146 - Aubum South Community and Recreation Centre -Community Engagement Outcomes	That Council: 1. Receive and note the outcomes of the community engagement programundertaken to inform the development of the Auburn South Community and Recreation Centre detailed in Attachment 1.2. Proceed to the detailed design phase for the new community facility in 2019/20.3. Exhibit the detailed design for public comment.	Community and Organisational Development	Project likely to be deferred due to review of capital works program as a result of needing to free funds in responding to COVID-19 crisis, subject to Council resolution to amend the capital works program.	30/06/2021
04/12/2019	Min. 825 - Item C12/19-314 - WSROC Power Purchase Agreement	That Council: 1. Due to extenuating circumstances, approve an exemption to Tender under s.55(3)(6) of the Local Government Act 1993, as due to the unavailability of competitiveor reliable tenderers, a satisfactory result would not be achieved by invitingtenders, noting that Western Sydney Regional Organisation of Councils (WSROC)have already undertaken an extensive EOI and evaluation process; and?. Enter into the 10-year Power Purchase Agreement on offer from renewable energydeveloper Genex Power (ABN:18 152 098 854) through WSROC, subject tosatisfactory legal review; and3. Delegate authority to the General Manager to negotiate and execute a PowerPurchase Agreement through WSROC Ltd., and enter a Council Buyers Membership Agreement for the Power Purchase Agreement for up to 19,000MW	Environment and Planning	Contract negotiation finalisation has identified issues that require further attention. This work is underway.	30/06/2021
04/03/2020	Min. 0 - C03/20-383 Proposed Land Dealing at Victor Brazier Park	That Council:  1. Prepare a planning proposal to reclassify a small portion of land through the Local Environmental Plan process and submit the planning proposal to the Department of Planning, Industry and Environment for a Gateway Determination.  2. A further report to be returned to Council regarding the preparation of the planning proposal.	Environment and Planning	Council is currently developing a program for the implementation of this resolution, this includes reviewing options to determine the most appropriate method of developing a Planning Proposal for this site.	31/12/2021
15/04/2020	Min. 0 - Min.666 C04/20-417 Planning Proposal – 45 Barcom Street, Merrylands West	That Council:  1. Endorse an amended planning proposal for the site that seeks to amend the Holroyd Local Environmental Plan 2013, to:  a. Rezone the site from R2 Low Density Residential to R4 High Density Residential;  b. Amend the height of building (HOB) control for the site from 9m to 15m;  c. Amend the floor space ratio (FSR) control for the site from 0.5:1 to 0.85:1; and  d. Add a clause to Part 6 Additional Local Provisions of Holroyd Local Environmental Plan 2013 limiting non-residential floor space to 1.480m2. 2. Endorse that the planning proposal for 45 Barcom Street, Merrylands, be forwarded to the Department of Planning, Industry and Environment for a Gateway Determination.  3. Prepare a Voluntary Planning Agreement to derive public benefit, should a Gateway Determination be received.  4. Prepare a site specific Development Control Plan to guide redevelopment of the site, should a Gateway Determination be received.	Environment and Planning	Gateway Determination is sued. Development Control Plan and Voluntary Planning. Agreement are being prepared prior to public exhibition.	30/06/2021
20/05/2020	Min. 0 - Min.692 C05/20-441 Planning Proposal - 2-36 Church Street, Lidcombe	That Council:  1. Endorse an amended planning proposal for the site that seeks to amend the Auburn Local Environmental Plan 2010, to:  a. Amend the Height of Building (HOB) control for the site from:  I. 14.9 metres to 22 metres  II. 16.9 metres to 32 metres  III. 22.9 metres to 40 metres  IV. 27 metres to 40 metres  b. Amend the Floor Space Ratio control for the site from 1:29:1, 1.49:1, 2.49:1 and 2.6:1 to 3.2:1.  2. Endorse that the planning proposal for 2-36 Church Street, Lidcombe, be	Environment and Planning	Further report to be provided to Council in 2021.	30/06/2021

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Date of Meeting	Minute No / Subject	Council Decision	Responsible Directorate	Status	Estimated Completion Date
		forwarded to the Department of Planning, Industry and Environment for a Gateway Determination.  3. Prepare a Voluntary Planning Agreement to derive public benefit, should a Gateway Determination be received.			
17/06/2020	Min. 733 - Min. 733 C06/20-474 Draft Cumberland Affordable Housing Strategy	That Council place the Draft Cumberland Affordable Housing Strategy on public exhibition for a period of 28 days, with a report to be provided back to Council following the conclusion of the exhibition.	Environment and Planning	Complete	31/12/2020
17/06/2020	Min. 734 - Min. 734 C06/20-475 Planning Proposal - 106 - 128 Woodpark Road, Smithfield	That Council:  1. Endorse the planning proposal for 106-128 Woodpark Road, Smithfield, to amend the Holroyd Local Environmental Plan 2013 as follows:  a. Increase the Height of Building control for the southern portion of the site from 20 metres to 29 metres.  b. Amend Schedule 1 to include 'shop', 'business premises' and 'office premises' as additional permitted uses.  c. Introduce a cap on the amount of floor space of the additional permitted uses (7,000m2 for office premises, and 10,500m2 for shop and business premises).  2. Endorse that the planning proposal be forwarded to the Department of Planning, Industry and Environment for a Gateway Determination.  3. Prepare a Voluntary Planning Agreement to derive public benefit, should a Gateway Determination be received.	Environment and Planning	Awaiting Gateway Determination.	30/06/2022
01/07/2020	Min. 748 - Min.748 C07/20-487 Notice of Motion - Skate Park in Grevstanes	That Council advise on previous reports with respect to a skate park in the Greystanes area as this has been ongoing for some years, identifying appropriate locations for the same and seek State and Federal funding to build the skate park	Works and Infrastructure	Report to be presented to Council in February 2021.	03/02/2021
05/08/2020	Min. 783 - Min. 783 C'08/20-511 Draft Wyatt Park Plan of Management	That Council:  1. Refer the Draft Wyatt Park Plan of Management to the NSW Department of Planning. Industry and Environment for Ministerial consent.  2. Upon receipt of Ministerial consent, place the Draft Wyatt Park Plan of Management on public exhibition for a period of 42 days, in iting submissions throughout that time in accordance with Section 38 of the Local Government Act 1993.  3. Provide a further report to Council detailing the outcome of the public exhibition period.	Works and Infrastructure	The Draft Wyatt POM will be referred to Ministerial consent, and then placed on public exhibition for a period of 42 days. Report to Council in April 2021.	07/04/2021
19/08/2020	Min. 802 - Min. 802 C08/20-522 Part Board Street, Lidcombe - Proposed Part Closure and Sale	That Council:  1. Approve in principle the permanent closure of part of Board Street, Lidcombe as attached.  2. Advertise the proposed closure and sale of the laneway for a period of 28 days in accordance with S.3SB of the Roads Act 1993.  3. Authorise the General Manager to undertake a sale process for the road once closed, in accordance with independent valuation and legal advice if no adverse submissions are received.	Finance and Governance	Contract of sale being organised in accordance with Council's resolution, as well as utility relocation at the applicant's cost.	02/06/2021
19/08/2020	Min. \$11 - Min. \$11 C'08/20-530 Outcome of Expression of Interest Process - Lease over Oriole Park Baseball C'lub Building	That Council:  1. Note the potential uses for the site submitted by proponents through the Expression of Interest Process;  2. Accept in principle the submission made by the Western Sydney Wolves as the use conforms to the zoning of the site;  3. Further negotiate the final terms of the proposal and a 20 year lease; and  4. Receive a further report in future outlining the results of the negotiation process.	Finance and Governance	Further discussions held confirming the lease footprint, and negotiations with existing Telecommunications tower on site. Report to be provided to Council on outcome of negotiations. Authority for Lease for 12-18 months will be required as there is no adopted Plan of Management on site currently.	26/02/2021
02/09/2020	Min. 813 - Min. 813 MM09/20-39 Mayoral Minute - PCYC in Mercylands	That Council identify suitable locations within Council's Property portfolio for a potential lease to NSW PCYC, for the purpose of establishing a new PCYC in the Merrylands area.	Finance and Governance	Have met with CEO of PCYC and emailed Property Manager twice requesting minimum requirements for a potential site. Report to be provided to Council once response received.	26/02/2021
02/09/2020	Min. \$16 - Min. \$16 C'09/20-536 Linnwood Estate Business Plan	That Council:  1. Note the finalised Business Plan conditionally approved by Heritage NSW for Linnwood Estate.  2. Endorse in principle Option 3 to proceed to a further feasibility assessment, as the highest and best use on site representing the best financial option to Council.  3. Endorse that Option 3 only proceed subject to the results of an Expression of Interest process for the partial future use and rectification of McCredie Cottage which should include some possible provision for Sunnyfield due to the possible demolition of Faulds House.  4. Continue consultation with the key stakeholders.  5. Continue ongoing and regular engagement with the Friends of Linnwood during the feasibility and archaeological assessment processes and during any further steps that are required to ensure the Heritage NSW endorsement of the	Finance and Governance	EOI currently being drafted by staff.	15/03/2021



Date of Meeting	Minute No / Subject	Council Decision	Responsible Directorate	Status	Estimated Completion Date
		Conservation Management Plan.			
02/09/2020	Min. 834 - Min. 834 C09/20-545 Proposed Sale and Future Redevelopment of 13 John Street, Lidcombe	That Council:  1. Decline all tenders in accordance with Clause 178(1)(b) of the Local Government (General) Regulation 2005, as all three tender submissions had probity risks, weaknesses and omissions identified in their submissions;  2. Enter into negotiations with the top two highest ranked tenderers in accordance with Clause 178(3)(e) of the Local Government (General) Regulations 2005, via an established negotiation protocol that includes the provision of a best and final offer, with a view of entering into a contract in relation to the tender; and  3. Receive a future report on the outcomes of the negotiations for determination.	Finance and Governance	Negotiation process being finalised. Report to Council in Feb 2021.	26/02/2021
16/09/2020	Min. \$39 - Min. \$39 C09/20-555 Planning Proposal - Fresh Hope Site, Dummore Street, Pendle Hill	That Council:  1. Endorse a planning proposal for the Fresh Hope site at Dummore Street, Pendle Hill, that seeks to amend the Holroyd Local Environmental Plan 2013 to:  a. Rezone part of the site from R2 Low Density Residential and R3 Medium Density Residential to R4 High Density Residential and RE2 Private Recreation  b. Amend the Height of Building control for the site from 9m and 11m to 12.5m and 32m c. Amend the Floor Space Ratio control for the site from 0.5:1, 0:7:1 and 0.85:1 to 0.85:1 and 1.5:1  d. Amend Schedule 1 to permit 'food and drink premises' and 'medical centre' as additional permitted uses on the site.  2. Endorse that the planning proposal for the Fresh Hope site at Dummore Street, Pendle Hill, be forwarded to the Department of Planning, Industry and Environment for a Gateway Determination.  3. Should a gateway determination be received. Council prepare a draft site specific Development Control Plan and pursue discussions with the proponent as to possible terms of a Planning Agreement, noting the Council's desire to achieve public benefit by securing public rights of access over open ground within the proposed RE2 zoned land.  4. That in the development of a draft site-specific Development Control Plan, further consideration be given to the impact of this development on the residents located on the northern side of Collins Street including:	Environment and Planning	Gateway Determination issued. Development Control Plan and Voluntary Planning Agreement are being prepared prior to public exhibition.	30/06/2021
16/09/2020	Min. 848 - Min. 848 C'09/20-550 Response to Notice of Motion - Community Service Centre	That council receive the report and support the establishment of community service centres at the Wentworthville Community Centre Hub and the Berala Community Centre in the fourth quarter of the 2020/21 financial year as outlined by options 1 and 2 of the report.	Community and Organisational Development	Community service centres will be established at the Wentworthville Community Centre Hub and Berala Community Centre in the fourth quarter of the 2020/21 financial year.	30/06/2021
07/10/2020	Min. 867 - Min. 867 C10/20-573 Notice of Motion - Construction of Footpaths	That: 1. Council provide a report for the area bound by Hampstead Road, Parramatta Road, Macquarie Road and Rawson Street including identifying a funding source in the budget. 2. The report identify the following: a) The roads requiring widening b) The areas that require concrete footpaths 3. In addition, Council write to the neighbours requesting that they cut the verges.	Works and Infrastructure	Report to be presented to Council Meeting of 17 Feb 2021.	17/02/2021
21/10/2020	Min. 879 - Min. 879 C 10/20-583 Finalisation of Laneway off Church Street. Lidcombe Proposed Road Closure	That Council:  1. Note the submissions received during the public notice period.  2. Endorse the lodgement of a road closure application for part of Laneway off Church. Lidcombe to the NSW Department of Industry - Lands.  3. Delegate authority to the General Manager to execute a public safe process.	Finance and Governance	Road closure currently in progress.	26/02/2021
21/10/2020	Min. 883 - Min. 883 Matter of Urgency - War Memorial - Comer of Cumberland Road and Manchester Road, Aubum	That Council:  1. Request representation to the appropriate State Government Minister to have the land on the corner of Cumberland Road and Manchester Road, Auburn under the ownership of State Rail transferred to Council upon which a public War Memorial is situated giving honour to fallen Railway workers during World War 1, World War 2 and the Korean War.  2. Request the Member for Auburn make representations accordingly.	Works and Infrastructure	Currently checking if any grant funding was received for War Memorials. Accordingly representations will be made to the State Government Minister.	30/01/2021
04/11/2020	Min. 906 - Min. 906 C11/20-598 Public Benefit Offer and Draft Voluntary Planning Agreement for 2 - 36 Church Street, Lidcombe	That Council:  1. Endorse in-principle the public benefit offer from the applicant of 2-36 Church Street, Lidcombe, for a monetary contribution to fund public domain, open space and drainage improvements in the Lidcombe Town Centre.  2. Endorse that the draft Voluntary Planning Agreement be notified for a period of 28 days in accordance with statutory and policy requirements.	Environment and Planning	Voluntary Planning Agreement is on public exhibition from 18 November 2020 - 15 December 2020. Further report to be provided to Council	30/06/2021



Date of Meeting	Minute No / Subject	Council Decision	Responsible Directorate	Status	Estimated Completion Date
		Note that the planning proposal for 2-36 Church Street, Lidcombe, will be placed on post-Gateway public exhibition at the same time as the notification of the draft Voluntary Planning Agreement.			
04/11/2020	Min. 907 - Min. 907 C11/20-599 Notice of Motion - Main Street Programme	That:  1. Council undertake a "Main Street Programme" within the "South Street Environs" of the Granville Town Centre to maximise the existing commercial opportunities, and to identify future improvements and opportunities to ensure that the Granville Town Centre is strategically positioned to address its future economic profile;  2. Further, that any implementation of a "Main Street Programme" be carried out utilising existing financial resources at no further cost to Council; and  3. A report come to Council outlining the scope and future implementation.	Environment and Planning	Report being prepared for consideration by Council.	28/02/2021
18/11/2020	Min. 923 - Min. 923 C11/20-606 Draft Granville Centre Operational Plan of Management	That Council:  1. Endorse, for a 12 month period, the Draft Granville Centre Operational Management Plan which is provided under Attachment 1 to this report.  2. Receive a report at the conclusion of the first year of the Plan, evaluating how effective the plan has been and outlining any suggested changes or recommendations.  3. Place the revised Fees and Charges removing the Category A and B discounts on public exhibition for 28 days and report back to Council on the outcomes.  4. Seek Expressions of Interest (EOI) from suitably qualified operators to operate the Café.	Community and Organisational Development	A report will be provided back to Council in the new year following the public exhibition of the revised fees and charges. A further report will be provided back to Council at the end of 2021 to gauge the effectiveness of the Granville Centre Operational Plan.	31/12/2021
18/11/2020	Min. 926 - Min. 926 C11/20-612 Draft Cumberland Community Wellbeing Report	That Council place the Draft Cumberland Community Wellbeing Report on public exhibition, with a report to be provided back to Council following the conclusion of the exhibition.	Environment and Planning	Draft report on public exhibition from 30 November 2020 to 26 February 2021	31/12/2021
18/11/2020	Min. 931 - Min.931 C11/20-616 Expression of Interest - Project Poly	That Council:  1. Accept the Tender Evaluation Panel's recommendation to proceed to a Selective Tender process for the sale of the Long Day Care centres as outlined in the Expression of Interest, and invite Advantage Childcare Services. Lighthouse Childcare and The Infants Home Child & Family Services to Tender in accordance Section 55(4) of the Local Government Act 1993 and Clauses 168 and 169 of the Local Government (General) Regulation 2005.  2. Undertake a Selective Tender process for the sale of the Family Day Care Centres as outlined in the Expression of Interest, and invite all seven (7) submissions, in accordance Section 55(4) of the Local Government Act 1993 and clauses 168 and 169 of the Local Government (General) Regulation 2005.  3. In parallel with the selective tender process work with staff and the USU on a proposal that if the service were to be retained in house would allow the service to be delivered at minimal, if any, subsidy.  4. At the end of the selective tender process a report be brought back to Council summarising the results of that process and the work outlined in Point 3 above.	Finance and Governance	Documentation for tender process is being prepared, including the draft sale of asset agreement.	30/04/2021
02/12/2020	Min. 939 - Min. 939 Matter of Urgency - Condition of the Grave of Arthur Todd Holzoyd	That Council:	Community and Organisational Development		
02/12/2020	Min. 945 - Min. 945 C12/20-624 Proposed safe of Council owned land at 1 & 4 West Street, Auburn	That Council:  1. Approve the sale of 1 & 4 West Street, Aubum via a public sale process.  2. Delegate authority to the General Manager to finalise the sale for each lot in accordance with an independent valuation.	Finance and Governance	Further due diligence being undertaken with respect to the Masterplan for the Duck River Corridor.	25/06/2021
02/12/2020	Min. 952 - Min. 952 C12/20-628 Draft Planning Agreement for 12 Palmer Street, Guildford West	That Council:  1. Endorse the draft Planning Agreement at 12 Palmer Street, Guildford West.  2. Notify the draft Planning Agreement in accordance with Part 7.5 of the Environmental Planning and Assessment Act, 1979.  3. Authorise the Mayor and General Manager to sign and execute the Planning Agreement after the notification period, provided no substantial objections have been made to the Planning Agreement.	Environment and Planning	Will be placed on public exhibition from 11 January to 8 February 2021.	30/04/2021
02/12/2020	Min. 953 - Min. 953 C12/20-629 2-22 William Street, Granville - Public Benefit Offer.	That Council:	Environment and Planning	On public exhibition from 11 December 2020 to 2 February 2021.	30/06/2021



Date of Meeting	Minute No / Subject	Council Decision	Responsible Directorate	Status	Estimated Completion Date
	Draft Voluntary Planning Agreement and Draft Development Control Plan	1. Endorse in-principle the public benefit offer from the applicant of 2-22 William Street, Granville, for a monetary contribution to fund public domain/open space improvements in the Granville Town Centre and surrounds.  2. Endorse that the draft Voluntary Planning Agreement and draft site-specific Development Control Plan for 2-22 William Street, Granville, be publicly exhibited for a period of 28 days in accordance with statutory and policy requirements.  3. Note that the planning proposal for 2-22 William Street, Granville, will be placed on post-Gateway public exhibition at the same time as the exhibition of the draft Voluntary Planning Agreement and draft site-specific Development Control Plan.			
02/12/2020	Min. 954 - Min. 954 C12/20-630 6 Pritchard Street East and 55-57 Station Street, Wentworthville - Planning Proposal, Development Control Plan and Voluntary Planning Agreement	That Council:  1. Adopt the recommended planning controls for 55-57 Station Street and 6 Pritchard Street East, Wentworthville, as previously resolved by Council, being: a. a maximum building height of 41m be applied to 55-57 Station Street. Wentworthville along with an existing maximum building height of 17m and 23m on 6 Pritchard Street East; b. a maximum Floor Space Ratio of 3:1 be applied to 6 Pritchard Street East and 55-57 Station Street. Wentworthville; and c. a 100m2 Gymnasium use be applied as an additional permitted use for the site. 2. Endorse and delegate authority to the Mayor and General Manager to execute the Voluntary Planning Agreement on behalf of Council for 6 Pritchard Street East and 55-57 Station Street, Wentworthville, as provided in Attachment 5. 3. Adopt the site-specific Development Control Plan as an amendment to the Holroyd Development Control Plan 2013, as provided in Attachment 6, with the Development Control Plan coming into effect on the date of notification (gazettal) of the Local Environmental Plan amendment. 4. Delegate to the General Manager the authority to make minor, non-policy corrections or formatting changes to the Development Control Plan controls, if required, prior to coming into effect. 5. Endorse that the site-specific Development Control Plan be carried over to the new Cumberland Development Control Plan when this is in force. 6. Note that the finalisation and gazettal of the Local Environmental Plan amendment will be undertaken by the Department of Planning, Industry and Environment, once the Voluntary Planning Agreement has been executed and registered on title by the Proponent. 7. Note that this Local Environmental Plan amendment will be published in the Government Gazette upon finalisation.	Environment and Planning	Voluntary Planning Agreement to be executed upon planning proposal being finalised.	31/03/2021
09/12/2020	Min. 965 - Min. 965 EC12/20-638 NSW Government Compulsory Acquisition of Council Owned Lot - Alexandra Ave, Westmead	That Council:  1. Proceed with the sale of vacant Lot 51, Sec A. DP4036 at Alexandra Ave Westmead (65.26m²) by agreement to the NSW Government – Transport for NSW - Sydney Metro, for a total amount S88.912, in accordance with the Land Acquisition (Just Terms Compensation) Act 1991; and 2. Delegate authority to the General Manager to Execute the sale agreement and finalise the process.	Finance and Governance	Transport for NSW - Sydney Metro informed of Council's resolution. Contract currently being drafted.	25/06/2021
09/12/2020	Min. 971 - Min. 971 EC12/20-643 Draft Granville Park Plan of Management	That Council:  1. Refer the Draft Granville Park Plan of Management to the NSW Department of Planning, Industry and Environment for Ministerial consent with the addition of a commemorative "Speaker's Corner" which would honour with a permanent story board the Park's working – class history, war and depression periods as a prominent venue for political speeches and would also allow a space for open air public speaking. 2. Upon seceipt of Ministerial consent, place the Draft Granville Park Plan of Management on public exhibition for a period of 42 days, inviting submissions throughout that time in accordance with Section 38 of the Local Government Act 1993.  3. Provide a further report to Council detailing the outcome of the public exhibition period.	Works and Infrastructure	The Plan Of Management has been referred to the Minister for approval. Following approval the PoM will be placed on public exhibition with a report back to Council estimated July 2021.	07/07/2021
09/12/2020	Min. 972 - Min. 972 EC12/20-644 Response to Notice of Motion - Fruit bearing Trees within Pemulwuy	That Council defer the matter pending further negotiations with the relevant group for a lease agreement.	Works and Infrastructure	Matter relates to Fruit bearing Trees within Pensulwuy. Negotiations in progress. Initial meeting held with Pensulwuy Community Group.	15/02/2021



Date of Meeting	Minute No / Subject	Council Decision	Responsible Directorate	Status	Estimated Completion Date
09/12/2020	Min. 975 - Min. 975 EC12/20-646 Unsolicited Approach for Collective Disposal - Council Property at 33-35 Church St Lidcombe	That Council:  1. Given the risks associated with the building and Council's current financial position, proceed with the proposed collective sale process to seek the highest and best offer for the site, noting that Council will only proceed with the sale in accordance with an independent valuation amount being met by a prospective purchaser.  2. Negotiate that as part of any sale process, that the existing tenants remain until any fixture works commence on site, to allow for a period of transition.  3. In parallel with the above, work with individual tenants to develop a relocation and transition support plan, which may include transition to Council owned facilities or social/community housing, with Council subsidies for rent provided for a period of 2 years from the proceeds of sale, and other non-financial support provision.  4. Delegate authority to the General Manager to execute the relevant documentation and proceed to finalise the sale process, providing points 1-3 are met.  5. Receive a report updating Council on the results of this process in future, which is to also include investigation of alternative options to replace the number of units being disposed of as part of this process.	Finance and Governance	Further due diligence being undertaken regarding legacy agreement before proceeding with potential sale.	25/06/2021
16/12/2020	Min. 982 - Min.982 C12/20-655 Wyatt Park Opportunities	That Council:  1. Subject to receiving Ministerial approval on the Draft Plan of Management;  a) Undertake an Expression of Interest (EOI) process for the lease of Lidcombe Oval up to 21 year term; and  b) Undertake an Expression of Interest (EOI) process for the lease of land on the corner of Olympic Drive and Church Street for a Regional Skate Park facility up to 21 year term.  2. Give consideration if possible, to the velodrome and its users as part of the EOI process.  3. Receive a report outlining the results of the EOI processes undertaken.	Works and Infrastructure	The Wyatt Park PoM has received Ministers approval and the EOI documentation is being finalised for advertisement of the two EOIs. Report to Council in April 2021.	07/04/2021
16/12/2020	Min. 990 - Min.990 C12/20-658 Draft Community Spaces Plan of Management	That Council:  1. Refer the Draft Community Spaces Plan of Management to the NSW Department of Planning. Industry and Environment for Ministerial consent: and 2. Upon receipt of Ministerial approval, place the Draft Community Spaces Plan of Management on exhibition for a period of 42 days, inviting submissions throughout that time in accordance with Section 38 of the Local Government Act 1993.  3. Provide a further report to Council detailing the outcome of the public exhibition period.	Works and Infrastructure	The Community Spaces PoM is being referred to the Minister for approval prior to Public Exhibition and report back to Council expected August 2021.	04/08/2021
16/12/2020	Min. 995 - Min. 995 C12/20-654 Your High Street Program - Grant Funding Application	That Council prepare and submit an application for funding of up to \$1 million under the NSW Government's Your High Street program, to deliver targeted public domain works that will enhance the amenity and functionality of South Street, Granville.	Environment and Planning	Application being prepared for submission in late January.	24/02/2021
16/12/2020	Min. 998 - Min. 998 C12/20-660 Notice of Motion Granville Park Stadium Naming	That Council:  1. Name the new Granville Park Stadium. The Eric Tweedale Stadium after Eric Tweedale, Rugby Union player. Wallaby and crucial in junior rugby development at Granville; and 2. The proposal be placed on public exhibition for 28 days.	Works and Infrastructure	Documentation underway for public exhibition in February and report back to Council in April.	21/04/2021



Item No: C02/21-669

#### **BI-ANNUAL REPORT ON COUNCILLOR EXPENSES AND FACILITIES**

Responsible Division: Finance & Governance

Officer: Director Finance and Governance

File Number: HC-06-02-2/03

Community Strategic Plan Goal: Transparent and accountable leadership

#### **SUMMARY**

This report provides an update on Councillor Expenses and Facilities Expenditure for the period of 1 July 2020 to 31 December 2020, in accordance with the provisions of Council's adopted *Councillor Expenses and Facilities Policy*.

#### RECOMMENDATION

#### That Council:

- 1. Receive the information contained in this report; and
- 2. Place a copy of the Councillor Expenses and Facilities Expenditure included under Attachment 1 of this report on Council's website in accordance with clause 15.2 of the Councillor Expenses and Facilities Policy.

#### **REPORT**

Section 428 of the *Local Government Act 1993* and clause 217 of the *Local Government (General) Regulation 2005* requires Council to report on the provision of expenses and facilities to Councillors in its annual report.

In addition to this, clause 15.2 of Council's adopted *Councillor Expenses and Facilities Policy* states:

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

Attachment 1 of this report outlines the provision of expenses and facilities to individual Councillors, as well as the total expenses and facilities provided to all Councillors for the period of 1 July 2020 to 31 December 2020 in accordance with the *Councillor Expenses and Facilities Policy*.



#### **COMMUNITY ENGAGEMENT**

A copy of Attachment 1 of this report will be placed on Council's website in accordance with clause 15.2 of the *Councillor Expenses and Facilities Policy*.

#### **POLICY IMPLICATIONS**

The adoption of the recommendations contained within this report ensure Council is compliant with the adopted *Councillor Expenses and Facilities Policy*.

#### **RISK IMPLICATIONS**

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

#### FINANCIAL IMPLICATIONS

All expenses and facilities detailed in Attachment 1 were budgeted in the 2020/21 budget.

#### CONCLUSION

The report on Councillor Expenses and Facilities Expenditure for the period of 1 July 2020 to 31 December 2020 has been finalised and is tabled for Council's information in accordance with the provisions of Council's adopted *Councillor Expenses and Facilities Policy*.

#### **ATTACHMENTS**

1. Councillor Expenses and Facilities Expenditure J.

## DOCUMENTS ASSOCIATED WITH REPORT C02/21-669

# Attachment 1 Councillor Expenses and Facilities Expenditure



#### COUNCILLORS' EXPENSES AND PROVISION OF FACILITIES for the period up to 31 December 2020

Councillor Steve Christou (Mayor)			
Allowances	July 2020 - December 2020		
Mayoral allowance - \$88,600 per annum (excluding Councillor allowance)	\$44,299.9		
Councillor allowance (per Councillor) - \$30,410 per annum	\$15,205.0		
Telephone and Data Expenses	\$472.8		
Travel Reimbursement	\$80.0		
Mobile Phone / Tablet Hardware Cost (Returnable assets of Council)	\$0.0		
Special requirement and carer expenses	\$0.0		
Postage / stamps	\$1000.0		
Dedicated home office equipment (desk, chair, and printer)	\$0.0		
Home Office Expenses Allocation (\$600)	\$425.9		
Exempt conferences/seminars and Professional Development	\$66.0		
Professional Development	\$0.0		
Total	\$61,549.7		
Councillor I	Eddy Sarkis (Deputy Mayor)		
Allowances	July 2020 - December 2020		
Councillor allowance (per Councillor) - \$30,410 per annum	\$15,205.0		
Telephone and Data Expenses	\$0.0		
Travel Reimbursement	\$2275.2		
Mobile Phone / Tablet Hardware Cost (Returnable assets of Council)	\$0.0		
Special requirement and carer expenses	\$0.0		
Postage / stamps	\$1150.0		
Dedicated home office equipment (desk, chair, and printer)	\$0.0		
Home Office Expenses Allocation (\$600)	\$0.0		
Exempt conferences/seminars and Professional Development	\$66.0		
Professional Development	\$1320.0		
Total	\$20,016.2		



Counc	illor Greg Cummings
Allowances	July 2020 - December 2020
Councillor allowance (per Councillor) - \$30,410 per	\$15,205.
annum	
Telephone and Data Expenses	\$472
Travel Reimbursement	\$1271
Mobile Phone / Tablet Hardware Cost (Returnable	\$0.
assets of Council)	
Special requirement and carer expenses	\$0.
Postage / stamps	\$0.
Dedicated home office equipment (desk, chair, and	\$0.
printer)	
Home Office Expenses Allocation (\$600)	\$0.
Exempt conferences/seminars and Professional	\$66
Development	
Professional Development	\$0.
Total	\$17,014
Coun	cillor Glenn Elmore
Allowances	July 2020 - December 2020
Councillor allowance (per Councillor) - \$30,410 per annum	\$15,205.
Telephone and Data Expenses	\$472.
Travel Reimbursement	\$0.
Mobile Phone / Tablet Hardware Cost (Returnable	\$0.
assets of Council)	
Special requirement and carer expenses	\$0.
Postage / stamps	\$150
Dedicated home office equipment (desk, chair, and	\$498.
printer)	
Home Office Expenses Allocation (\$600)	\$0.
Exempt conferences/seminars and Professional	\$0.
Development	
Professional Development	\$0
Total	\$16,325



Councillor Tom Zreika			
Allowances	July 2020 - December 2020		
Councillor allowance (per Councillor) - \$30,410 per	\$15,205	5.02	
annum			
Telephone and Data Expenses	\$472	2.80	
Travel Reimbursement	\$114	4.45	
Mobile Phone / Tablet Hardware Cost (Returnable	\$0	0.00	
assets of Council)			
Special requirement and carer expenses	\$(	0.00	
Postage / stamps	\$150	0.00	
Dedicated home office equipment (desk, chair, and	\$(	0.00	
printer)			
Home Office Expenses Allocation (\$600)	\$(	0.00	
Exempt conferences/seminars and Professional	\$66	6.00	
Development			
Professional Development	\$0	0.00	
Total	\$16,008	8.27	
Coun	cillor Joseph Rahme		
Allowances	July 2020 - December 2020		
Councillor allowance (per Councillor) - \$30,410 per	\$15,209	5.02	
annum			
Telephone and Data Expenses	\$472	2.80	
Travel Reimbursement	\$0	0.00	
Mobile Phone / Tablet Hardware Cost (Returnable	\$0	0.00	
assets of Council)			
Special requirement and carer expenses	\$0	0.00	
Postage / stamps	\$150	0.00	
Dedicated home office equipment (desk, chair, and	\$0	0.00	
printer)			
Home Office Expenses Allocation (\$600)	\$0	0.00	
Exempt conferences/seminars and Professional	\$9,059	9.00	
Development			
Professional Development	\$720	0.00	



Coun	cillor Michael Zaiter
Allowances	July 2020 - December 2020
Councillor allowance (per Councillor) - \$30,410 per	\$15,20
annum	
Telephone and Data Expenses	\$47
Travel Reimbursement	\$1
Mobile Phone / Tablet Hardware Cost (Returnable	\$1
assets of Council)	
Special requirement and carer expenses	\$1
Postage / stamps	\$150
Dedicated home office equipment (desk, chair, and	\$1
printer)	
Home Office Expenses Allocation (\$600)	\$1
Exempt conferences/seminars and Professional	\$60
Development	
Professional Development	\$1
Total	\$15,89
Cour	ncillor Paul Garrard
Allowances	July 2020 - December 2020
Councillor allowance (per Councillor) - \$30,410 per	\$15,20
annum	
Telephone and Data Expenses	\$47:
Travel Reimbursement	\$57
Mobile Phone / Tablet Hardware Cost (Returnable	\$i
assets of Council)	
Special requirement and carer expenses	\$1
Postage / stamps	\$800
Dedicated home office equipment (desk, chair, and	\$2640
printer)	
Home Office Expenses Allocation (\$600)	\$2
Exempt conferences/seminars and Professional	\$60
Development	
Professional Development	\$1
	\$19,78



Council	lor Kun Huang
Allowances	July 2020 - December 2020
Councillor allowance (per Councillor) - \$30,410 per	\$15,205.02
annum	
Telephone and Data Expenses	\$472.80
Travel Reimbursement	\$0.00
Mobile Phone / Tablet Hardware Cost (Returnable assets of Council)	\$0.00
Special requirement and carer expenses	\$0.00
Postage / stamps	\$150.00
Dedicated home office equipment (desk, chair, and	\$0.00
printer)	
Home Office Expenses Allocation (\$600)	\$0.00
Exempt conferences/seminars and Professional	\$0.00
Development	
Professional Development	\$880.00
Total	\$16,707.82
Counc	illor Lisa Lake
Allowances	L-L-2020 D
	July 2020 - December 2020
Councillor allowance (per Councillor) - \$30,410 per annum	\$15,205.02
Councillor allowance (per Councillor) - \$30,410 per	\$15,205.02
Councillor allowance (per Councillor) - \$30,410 per annum	
Councillor allowance (per Councillor) - \$30,410 per annum Telephone and Data Expenses	\$15,205.02 \$472.80
Councillor allowance (per Councillor) - \$30,410 per annum Telephone and Data Expenses Travel Reimbursement Mobile Phone / Tablet Hardware Cost (Returnable	\$15,205.02 \$472.80 \$0.00 \$0.00
Councillor allowance (per Councillor) - \$30,410 per annum  Telephone and Data Expenses  Travel Reimbursement  Mobile Phone / Tablet Hardware Cost (Returnable assets of Council)	\$15,205.02 \$472.80 \$0.00
Councillor allowance (per Councillor) - \$30,410 per annum  Telephone and Data Expenses  Travel Reimbursement  Mobile Phone / Tablet Hardware Cost (Returnable assets of Council)  Special requirement and carer expenses	\$15,205.02 \$472.80 \$0.00 \$0.00
Councillor allowance (per Councillor) - \$30,410 per annum Telephone and Data Expenses Travel Reimbursement Mobile Phone / Tablet Hardware Cost (Returnable assets of Council) Special requirement and carer expenses Postage / stamps Dedicated home office equipment (desk, chair, and	\$15,205.02 \$472.80 \$0.00 \$0.00 \$50.00
Councillor allowance (per Councillor) - \$30,410 per annum  Telephone and Data Expenses  Travel Reimbursement  Mobile Phone / Tablet Hardware Cost (Returnable assets of Council)  Special requirement and carer expenses  Postage / stamps  Dedicated home office equipment (desk, chair, and printer)	\$15,205.02 \$472.80 \$0.00 \$0.00 \$50.00 \$50.00 \$660.00
Councillor allowance (per Councillor) - \$30,410 per annum  Telephone and Data Expenses  Travel Reimbursement  Mobile Phone / Tablet Hardware Cost (Returnable assets of Council)  Special requirement and carer expenses  Postage / stamps  Dedicated home office equipment (desk, chair, and printer)  Home Office Expenses Allocation (\$600)	\$15,205.02 \$472.80 \$0.00 \$0.00 \$50.00 \$50.00
Councillor allowance (per Councillor) - \$30,410 per annum  Telephone and Data Expenses  Travel Reimbursement  Mobile Phone / Tablet Hardware Cost (Returnable assets of Council)  Special requirement and carer expenses  Postage / stamps  Dedicated home office equipment (desk, chair, and printer)  Home Office Expenses Allocation (\$600)  Exempt conferences/seminars and Professional	\$15,205.02 \$472.80 \$0.00 \$0.00 \$50.00 \$50.00 \$660.00



Coun	cillor Suman Saha	
Allowances	July 2020 - December 2020	
Councillor allowance (per Councillor) - \$30,410 per	\$15,205	5.02
annum		
Telephone and Data Expenses	\$477	2.80
Travel Reimbursement		0.00
Mobile Phone / Tablet Hardware Cost (Returnable	\$0	0.00
assets of Council)		
Special requirement and carer expenses	\$0	0.00
Postage / stamps	\$150	0.00
Dedicated home office equipment (desk, chair, and	\$660	0.00
printer)		
Home Office Expenses Allocation (\$600)	şc	0.00
Exempt conferences/seminars and Professional	\$66	6.00
Development		
Professional Development	\$0	0.00
Total	\$16,55	3.82
Cour	ncillor Ola Hamed	
Allowances	July 2020 - December 2020	
Councillor allowance (per Councillor) - \$30,410 per annum	\$15,209	5.02
Telephone and Data Expenses	\$735	5.58
Travel Reimbursement	\$1	0.00
Mobile Phone / Tablet Hardware Cost (Returnable	\$1	0.00
assets of Council)		
Special requirement and carer expenses	\$330	0.00
Postage / stamps	\$150	0.00
Dedicated home office equipment, computer and desk	\$0	0.00
and chair (including consumables)		
Home Office Expenses Allocation (\$600)	\$0	0.00
Exempt conferences/seminars and Professional	\$0	0.00
Development		
Professional Development	\$0	0.00
Total	\$16,420	0 61



Councill	or George Campbell	
Allowances	July 2020 - December 2020	
Councillor allowance (per Councillor) - \$30,410 per	\$15,205	02ء
annum		
Telephone and Data Expenses	\$0	,00
Travel Reimbursement	\$0	.00
Mobile Phone / Tablet Hardware Cost (Returnable	\$0	.00
assets of Council)		
Special requirement and carer expenses	\$0	.00
Postage / stamps	\$0	.00
Dedicated home office equipment (desk, chair, and	\$0	.00
printer)		
Home Office Expenses Allocation (\$600)	\$0	.00
Exempt conferences/seminars and Professional	\$0	.00
Development		
Professional Development	P -	.00
Total	\$15,205	.02
Cou	ncillor Ned Attie	
Allowances	July 2020 - December 2020	
Councillor allowance (per Councillor) - \$30,410 per	\$15,205	.02
annum		
Telephone and Data Expenses	\$472	.80
Travel Reimbursement	\$0	.00
Mobile Phone / Tablet Hardware Cost (Returnable	\$217	.52
assets of Council)		
According to the second control of the secon	40	
Special requirement and carer expenses	-	.00
Postage / stamps	\$150	
Dedicated home office equipment (desk, chair, and printer)	50	.00
	100	
Home Office Expenses Allocation (\$600)	\$227	
Exempt conferences/seminars and Professional Development	\$66	.00
Professional Development		.00
Total	\$16,339	.02



Councillors Total			
Allowances	July 2020 - December 2020		
Mayoral allowance - \$88,600 per annum (excluding Councillor allowance)	\$44,299.98		
Councillor allowance (per Councillor) - \$30,410 per annum	\$212,870.28		
Telephone and Data Expenses	\$5,936.38		
Travel Reimbursement	\$4,318.52		
Mobile Phone / Tablet Hardware Cost (Returnable assets of Council)	\$217.52		
Special requirement and carer expenses	\$330.00		
Postage / stamps	\$4200.00		
Dedicated home office equipment (desk, chair, and printer)	\$4,458.00		
Home Office Expenses Allocation (\$600)	\$679.13		
Exempt conferences/seminars and Professional Development	\$9,653.00		
Professional Development	\$2920.00		
Grand Total	\$289,882.81		
Othe	r Expenses		
Events	July 2020 - December 2020		
Attendance of the Mayor & their partner (or nominated delegates) at key industry specific functions and community events where there is an associated ticket fee to a maximum of \$10,000 per year (Cl. 10.6 of the Councillor Expenses and Facilities Policy).	\$0.00		
In accordance with Cl. 10.7 of the Councillor Expenses and Facilities Policy , the Mayor may host civic events/delegations to a maximum of \$5,000 per year	\$1,063.84		

#### Other Mayoral Facilities

Staff: A Personal Assistant has provided clerical support on a full-time basis during the period.

Mayoral Vehicle: A fully serviced and maintained vehicle with a value (inclusive of GST) below the Luxury Car Tax (LCT) threshold for official civic duties and incidental use was utilised by the Mayor from 1 July 2020 to 31 December 2020.

Parking: A Mayoral car parking space was available to the Mayor to park in the Auburn Administration Building and Merrylands Administration Building during this period.

Office: A furnished office was available to the Mayor during the period in the Merrylands Administration Building.

Newspaper Subscription: Annual subscription to the Daily Telegraph and Sydney Morning Herald.

#### Other Councillor Facilities

Meals: Councillors are provided with a meal and refreshments, excluding alcohol, prior to Council meetings and Councillor briefings.

Parking: Parking spaces are available to Councillors to park in the Auburn Administration Building, Merrylands Administration Building and the Granville Town Hall. In addition, access to the Public car park adjoining the Council administration building in Auburn is available for any Councillors on request.

Office: A furnished Councillors room with light refreshments is provided in the Auburn Administration Building, Merrylands Administration Building and the Granville Town Hall.

Uniform: On request Councillors are provided with a Council branded uniform and name badge to be worn at civic functions indicating that the wearer holds the office of Mayor, Deputy Mayor and/or Councillor once per Council term.

Digital News Subscription: All Councillors are provided access to a digital news subscription to the Daily Telegraph.



Item No: C02/21-670

#### FINALISED INTERNAL AUDIT INTO COUNCILLOR EXPENSES

Responsible Division: Finance & Governance

Officer: Director Finance & Governance

File Number: 8674360

Community Strategic Plan Goal: Transparent and accountable leadership

#### **SUMMARY**

This report provides for Councils information the independent Internal Audit report on Councillor expenses reimbursement. The Audit was undertaken by BDO Australia, Council's independently appointed Auditor.

#### RECOMMENDATION

#### **That Council:**

- 1. Receive the report.
- 2. Note the General Manager will immediately implement the recommendations of the report.

#### **REPORT**

The engagement of Council's Auditor, BDO Australia focused on gathering facts and evaluating claims against the *Councillor Expenses and Facilities Policy* stated financial thresholds. The Audit also required the auditor to undertake an assessment as to whether or not the nature of the claims were reasonable and relative to civic duties. The Audit was led by the Executive Director, Advisory – Forensic Services at BDO Australia. The auditor has previous experience in conducting such audits, both for Councillors and Parliamentarians.

The Audit was requested by the General Manager, after an article was published by the Sunday Telegraph on 31 October 2020, which reported allegations of inappropriate use of councillor expenditure by Councillor Ola Hamed.

Given this media could lead to significant reputational risk for the organisation, the audit was commissioned by the General Manager to review Council's practices with respect to the management of reimbursement claims.

The Audit was undertaken in 4 phases:

- 1. Investigation preliminaries planning the engagement and data preparation;
- 2. Compliance of Councillor claims against the Policy;
- 3. Examine the reasonableness of expenses and relation to civic duties; and
- 4. Analysis of carer expense claims made under the Policy.



The findings of the audit along with the relevant references from the audit are provided below:

#### 3.5 Findings

#### **Carer expenses**

- 3.5.1 The carer expenses for which Official Business per the Policy was identified, either via the Governance team or via the Councillor are in line with official business, have a lawful purpose, are for public interest (Council meetings / briefings / workshops /meetings with residents / other Council events), and are not for re-election purposes.
- 3.5.2 For 25.7 hours of child care claimed, no Official Business was identified in the scope and timeframe of this engagement, either via the Governance team or the Councillor's records. It should be noted that 21.7 hours of these 25.7 hours were claimed in the first half of calendar year 2018. Clr. Hamed informed us she has limited information available for the first half of 2018 (e.g. no calendar records).

#### **Yearly Policy thresholds**

- 3.5.4 Regarding Table 3.4 above, we note:
  - All Councillors' expenses for the Period (including carer expenses) are within the allowable yearly thresholds detailed in the Policy, with the exception of the General Travel expenses of Clr. Sarkis for the period of July 2019 to June 2020.
  - Clr. Sarkis claimed a total amount of travel expenses of \$4,973.46 during the period of July 2019 to June 2020, which exceeds the allowable yearly threshold of General Travel expenses of \$3,000 per Councillor per year (refer to Table 2.1).
  - In a meeting with BDO on 27 November 2020 at 11 am, Clr. Sarkis advised the
    increased travel expense from July 2019 to June 2020 was due to his role as a
    Deputy Mayor. This required him to attend more events, as part of Mayoral civic
    duties. Therefore his travel increased substantially compared to previous
    periods where he was a Councillor only and was not in the role of Deputy Mayor.
  - The Policy does not allow the Deputy Mayor to spend more than other Councillors.
  - 3.5.5 Detailed findings regarding sampled items are contained in the right most column of Table 3.5. Further, we note:
  - Clr. Hamed's phone billing (see Appendix 38, page 11), where there are two (2) mobile services stated in the supplied billing statement:
    - leasing contract for Samsung Galaxy Note 10 + 5G 512GB storage (\$82.79 per month); and
    - Additional mobile plan data (\$60.00 per month).



- It is also stated in the billing statement that the device/leasing contract is for \$1,987.00 (incl. \$180.64 GST), or \$82.79 per month over 24 months.
- With this arrangement, it appears the Council has been paying for Clr. Hamed's handset.
- According to Section 6.30 in the Policy, it is stated that Council will reimburse a
  Councillor to retain an existing mobile phone account up to a maximum of
  \$150.00/month for the cost of calls and/or mobile data. The Policy does not
  mention handset leasing within contracts.
- The Policy further states that expenses not explicitly addressed in the Policy will not be paid or reimbursed.
- This means that, according to the Policy, claiming expenses for a handset or an additional phone plan is not allowable.
- In an email on 2 December 2020, Clr. Hamed stated that "I spoke with the GM who indicated this would be appropriate (...) It was indicated to me that the policy did not prohibit entering into such contract therefore it would be appropriate."
- As per Clr. Hamed's telephone billing period 9 July 2019 8 August 2019 (see Appendix 38), Clr. Hamed received an adjustment from Telstra of \$160 to her monthly expense of \$144.65, adding up to a \$14.63 credit. The amount claimed for this bill was \$144.65 from CCC. Ms Hamed stated in an interview on 30 November 2020 that this credit note was to rectify an earlier double payment.
- In an email on 2 December 2020, Clr. Hamed stated that "the commitment made with Telstra is a minimum of \$149 monthly (approx.). This is the council related expense I incur per month over a 2 year period. If you calculate the monthly spend to date, it is in line with the policy. There might be some variances over some months but over the term of the contract the final minimum figure will not change."
- All Councillors' telephone expenses for the Period are within the allowable monthly thresholds detailed in the Policy.

#### Timeframe for expense claims

- According to the Policy, Councillors must provide claims for reimbursement within three (3) months of an expense being incurred. Claims made after this time cannot be approved.
- Some of the Councillors' claims were made and approved more than three months old from the transaction date, as included in Appendix 22, Appendix 38, Appendix 44, Appendix 45, Appendix 46, and Appendix 47, which is in breach with the Policy.

The audit notes that there was no evidence to suggest that a number of Councillor provided statements in justifying claims in question were factual, particularly



references to meetings held or alleged verbal approvals provided for claims which named specific staff members or positions. Instead, it was noted that these responses were the verbal recollection of the Councillor. It is also notable that it has not been Council's practice at any period during this Council term to conduct staff meetings with Councillors following Council meetings.

In addition, the General Manager has advised that he has no recollection of a discussion regarding Councillor Hamed's telephone plan.

It is also noted that when being made aware of the overclaim by the Auditor, Councillor Sarkis contacted the General Manager requesting to be issued an invoice to reimburse Council in accordance with the *Councillor Expenses and Facilities Policy*.

Any staff personally named in this report have been redacted. The report is now provided for Council's information. The General Manager will ensure immediate implementation of the recommendations, and a copy of the report will be provided to Council's Audit, Risk and Improvement Committee for oversight and comment.

#### **COMMUNITY ENGAGEMENT**

There are no consultation processes for Council associated with this report. The report has been provided in open session to promote transparency, good governance and accountable leadership.

#### **POLICY IMPLICATIONS**

The Councillor Expenses and Facilities Policy is now due for review. The recommendations in this report are suggested to be considered and be included into the revised Policy when drafted.

#### **RISK IMPLICATIONS**

There are reputational risk implications for Council with respect to some of the findings contained within this report. It is recommended that the better practice recommendations outlined are implemented upon review of the *Councillor Expenses* and *Facilities Policy*.

#### **FINANCIAL IMPLICATIONS**

The cost of this audit was \$20,000, and was funded from Council's budget for internal audit. In order to complete the planned audits for this financial year, a budget adjustment has been recommended at the quarterly budget review.

#### CONCLUSION

The Audit into Councillor Reimbursement Expenses has now been finalised and is provided to Council for information.



#### **ATTACHMENTS**

1. Councillor Expenses Audit - BDO Australia &

# DOCUMENTS ASSOCIATED WITH REPORT C02/21-670

# Attachment 1 Councillor Expenses Audit - BDO Australia



# REPORT

# **CUMBERLAND CITY COUNCIL**

Evaluation of Claims against Councillor Expenses and Facilities Policy

8 December 2020







#### Confidential

Charlie Ayoub Executive Manager, Corporate Services Cumberland City Council 16 Memorial Avenue PO Box 42, Merrylands, NSW 2160

8 December 2020

Dear Charlie,

#### REPORT: EVALUATION OF CLAIMS AGAINST COUNCILLOR EXPENSES AND FACILITIES POLICY

In accordance with our Engagement Letter dated 9 November 2020, we have prepared this report for Cumberland City Council ("CCC").

This report is addressed to and intended for the information of the addressee only in connection with an evaluation of claims against the Councillor Expenses and Facilities policy, including evaluating compliance to the policy, an assessment of the nature of the claims being made and whether or not they are reasonable in nature and relative to civic duties.

As expressly provided for in our Engagement Letter dated 9 November 2020, this report is not to be referred to or quoted, in whole or in part, in any other context without our prior written consent.

This report is based on the latest information made available to us as at the completion of our work on 8 December 2020. In the event of any new or additional information arising after the date of this report, which may affect the facts described, BDO reserves the right to change and qualify BDO findings thereafter.

Statements contained in this report are given in good faith and BDO has relied upon this information in the preparation of this report; information we understand and believe to be reliable, complete and not misleading.

If you require any clarification or further information on this matter, please contact Quin Rijnders on 9240 9876, quin.rijnders@bdo.com.au.

Yours faithfully

**BDO Services Pty Ltd** 

Adam Simms Partner





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# EXECUTIVE SUMMARY

- i. As per the engagement letter dated on 9 November 2020 ("engagement letter"), BDO was engaged by Cumberland City Council ("CCC") to evaluate claims against Councillor Expenses and Facilities Policy ("the Policy"). BDO's engagement has focused on gathering facts and evaluating claims against the Policy's monetary thresholds; and making an assessment of whether or not the nature of the claims is reasonable and relative to civic duties.
- ii. CCC requested BDO to perform the engagement, after an article was published by the Sunday Telegraph on 31 October 2020, which stated: "A Labor Councillor and mother of two is being investigated over allegations she over-claimed thousands of dollars in childcare fees" ("news article"). The Article also stated that CCC "has received a number of inquiries concerning" the Councillor "which relates to the inappropriate use of councillor expenditure".
- iii. The agreed approach of BDO's work regarding CCC's request is as follows:
  - a. Phase One: Investigation preliminaries planning the engagement and data preparation;
  - b. Phase Two: Compliance of Councillor claims against the Policy;
  - c. Phase Three: Examine the reasonableness of expenses and relation to civic duties; and
  - d. Phase Four: Analysis of carer expense claims made under the Policy.
- iv. In summary, the following factual findings have been identified:
  - a. 12 instances where the number of childcare hours claimed was more than the duration of Official Business (refer to the Policy for definition) identified in the scope of our work (refer to Section 3.1);
  - Travel expenses from one Councillor exceed the allowable yearly threshold of General Travel expenses of \$3,000 per Councillor per year (refer to Section 3.3);
  - c. Some of the Councillors' claims were more than three months old from the transaction date and two expense claims flagged as part of our analysis of a sample of Councillors' expenses as to whether they are reasonable in nature and relative to civic duty (refer to Section 3.4); and
  - d. BDO has provided recommendations to CCC (refer to Section 4).
- v. In the event of any new or additional information arising after the date of this report, which may affect the facts described, BDO reserves the right to change and qualify BDO findings thereafter.



# ENGAGEMENT OVERVIEW

# 1.1 Background

1.1.1 On 31 October 2020, a news article in the Sunday Telegraph, reported: "A Labor Councillor and mother of two is being investigated over allegations she over-claimed thousands of dollars in childcare fees". The Article also stated that CCC had received many inquiries concerning this Councillor relating to the inappropriate use of Councillor expenditure.

#### 1.1.2 The news article further states that:

- On 18 March 2020, Clr. Hamed attended a 31-minute council meeting; however, per internal Council documents she charged \$150 for five hours of childcare for two children.
- On 19 February 2020, Clr. Hamed attended a council meeting that ran for one hour and 45 minutes; however, per internal Council documents, she charged \$150 for five hours of care.
- On 6 November 2019, Clr. Hamed attended a council meeting that went for two hours and 56 minutes; however, per internal Council documents, she charged six hours of care, costing \$180.
- 1.1.3 The news article and allegations published led to the CCC's Executive Manager, Corporate Service's request to BDO to perform the Services, on the request of Council's General Manager.
- 1.1.4 BDO understands that CCC refers to the Policy to ensure accountability and transparency regarding expenses claimed. The use of Policy ensures the reasonable and appropriate reimbursement of expenses and the provision of facilities, to Councillors, in order to help them undertake their civic duties.
- 1.1.5 BDO understands that prior to the current policy, the policies in place during the period September 2017 to 1 August 2018, stated carer expenses can be charged up to \$9/hour/child (refer to 1.3.3).
- 1.1.6 BDO's engagement commenced on Wednesday, 11 November 2020.

# 1.2 Engagement

- 1.2.1 As per BDO's engagement letter dated on 9 November 2020, BDO was engaged by the Executive Manager, Corporate Services on the instruction of Council's General Manager to investigate the compliance of Councillors' expense claims against the Policy, and review the claimable expenses under the Policy as to whether they are reasonable in nature and relative to civic duty, as well as to prepare a report.
- 1.2.2 The period under investigation is from 1 September 2017 to 31 October 2020 ("the Period").

# 1.3 Scope of Investigation

- 1.3.1 BDO's investigation has focused on all carer expenses claimed by all Councillors and reviewed a sample of other claimable expenses under the Policy as to whether they are reasonable in nature and relative to civic duty.
- 1.3.2 The agreed scope per our Engagement Letter is as follows:



#### Table 1.1: Engagement scope

hase One - Investigation Preliminaries

٠	Review aspects (as agreed with you) of any investigative activity you may have already undertaken
٠	Obtain any previously implemented versions of the Councillor Expenses and Facilities Policy ("Policy") for the period in the scope of our

- Review and Planning

  Engagement (possibly for January August 2018)

  Confirm our framework to be used for evaluating the reasonableness of
  - Confirm our framework to be used for evaluating the reasonableness of claims considering civic duties

Report on our findings as part of the report produced for Phase 4

· Evaluate data available for our investigation

# Phase Two - Compliance of Councillor claims against the Councillor Expenses and Facilities Policy

Compliance Review	•	Collect and further prepare data received		

	•	Evaluate data against allowable expenses and facilities per the Policy
Phase Three - Expenses:	rea	sonableness and relation to civic duties

	٠	Evaluate exceptions identified as part of Phase 2 in terms of reasonableness and related to civic duties
Qualitative Analysis	•	Sample claimable expenses, approx. evenly spread over categories and the Period, and evaluate in terms of reasonableness and related to civic duties

# Phase 4: Analysis of child/carer expenses under the Councillor Expenses and Facilities Policy

Visualisation	٠	Generate a factual timeline summary of child/carer expenses per Councillor
Triangulation and further analysis	•	Triangulate our summary with other sources as available and identified during Phase 1 Further, evaluate child/carer claims in terms of reasonableness and related to civic duties
Reporting	•	Produce a report on our findings, incorporating our work performed as

Source: Engagement Letter

# 1.3.3 The initial documents reviewed by BDO, include a copy of:

- Three versions of the Councillor Expense and Facilities Policy;
  - o Councillor Expenses and Facilities Policy Adopted 2 August 2017;
  - Councillor Expenses and Facilities Policy Adopted 13 December 2017;
     and
  - Councillor Expenses and Facilities Policy Adopted 1 August 2018.
- Councillor expense reimbursement records from 1 September 2017 31 October 2020, as maintained by the Council's Governance team;
- Supporting documents for childcare and other sampled expenses as kept by the Council's Governance team;
- A listing of Council Meeting, Briefing and other Events dates and times, provided by the Council's Governance team; and



- Councillor Expenses for the Period generated from TechnologyOne Finance system.
  - BDO witnessed the data extraction from TechnologyOne, performed by CCC's Finance Manager, on 16 November 2020.
- 1.3.4 BDO has downloaded Council meeting minutes from CCC's website, <a href="http://cumberland.infocouncil.biz/">http://cumberland.infocouncil.biz/</a>, particularly for meetings on 18 March 2020, 19 February 2020, and 6 November 2019, since these Council meetings were mentioned in the news article (refer to point 1.1.2 of this report).

# 1.4 Assumptions and Limitations

- 1.4.1 The scope of our work is limited to financial data regarding Councillors' expense reimbursements and other documents relating to Councillors' expense reimbursements provided by CCC and Councillors to BDO. It is noted that Council officers may not be aware of all Civic duties undertaken by Councillors, and in these instances it should be the responsibility of Councillors to keep appropriate records of these civic duties, particularly with reference to evidence of expense reimbursement claims (this is not explicitly included in the Policy currently, refer to recommendation 4.2.8).
- 1.4.2 It was also agreed that cab-charges claims or expenditure were to be included in the scope of our services, and our work will exclude non-reimbursable facilities such as stationary/office space.
- 1.4.3 In the event of any new or additional information arising after the date of this report, which may affect the facts described, BDO reserves the right to change and qualify BDO findings thereafter.



# 2. RELEVANT POLICY AND LEGISLATION

# 2.1 Cumberland City Council's Councillor Expenses and Facilities Policy

2.1.1 As per the Policy dated on 1 August 2018 (see Appendix 1), limitations are set out around reimbursement for expenses and facilities, as depicted in Table 2.1 below.

Table 2.1: Summary of main expenses and facilities per the Policy dated 1 August 2018

Expense or facility	Maximum amount Frequency	Frequency
General travel expenses	<ul> <li>\$3,000 per Councillor</li> <li>\$15,000 for the Mayor (In lieu of a Council vehicle - see section 10 of this policy)</li> </ul>	Per year
Accommodation and meals	<ul> <li>As per the Crown Employees (Public Service Conditions of Employment) Reviewed Award 2009</li> </ul>	Per occasion
Professional development including conferences and seminars	• \$30,000 total for all Councillors	Per year
Carer expenses	• \$5,000 per Councillor	Per year
Home office expenses and IT-related expenses (carry bag, Bluetooth, covers etc.)	<ul> <li>\$600 per Councillor, in addition to the one-off provision of an office desk, chair, and printer per term</li> </ul>	Per year
Mayor hosting of delegations	<ul> <li>\$5,000 for the Mayor</li> </ul>	Per year
Mayor or their delegates attending key industry functions or community events	\$10,000 for the Mayor or delegates where there is an attendance /entry/ticket fee	Per year
Councillor stationery	<ul> <li>Postage stamps: 1000 per Councillor</li> <li>Letterhead: 1000 per Councillor</li> <li>Envelopes: 1000 per Councillor</li> <li>Business cards: 1000 per Councillor</li> </ul>	Per year

Source: CCC's Councillor Expenses and Facilities Policy

# 2.1.2 Further, the Policy states that:

- Expenses not explicitly addressed the Policy will not be paid or reimbursed;
- Additional costs incurred by a Councillor in excess of these limits are considered a personal expense that is the responsibility of the Councillor; and
- Councillors must provide claims for reimbursement within three (3) months of an expense being incurred. Claims made after this time cannot be approved.
- 2.1.3 Concerning special requirement and carer expenses, the Policy dated 1 August 2018 states:
  - Councillors who are the principal carer of a child or other elderly, disabled and/or sick immediate family member will be entitled to reimbursement of carer's expenses for attendance at official business, plus reasonable travel from the principal place of residence;
  - Childcare expenses may be claimed for children up to and including the age of 16 years where the carer is not a relative. These expenses will be reimbursed at a maximum total rate of \$30 per hour of care; and
  - In the event of caring for an adult person, Councillors will need to provide suitable evidence to the General Manager that reimbursement is applicable. This may take the form of advice from a medical practitioner.



- 2.1.4 In relation to information and communication technology, the Policy states:
  - Information and Communication Technology equipment and services are intended to be utilised by Councillors to undertake their civic duties;
  - Councillors who retain an existing mobile phone account/subscription of their own for council related purposes are permitted to do so, and Council will reimburse the Councillor up to a maximum limit of \$150 per month representing the retail market cost of calls and/or mobile data outlined in this policy; and
  - As an indication, a Councillor's mobile phone plan will include unlimited standard phone calls; and 15 GB monthly data allowance.
- 2.1.5 For general travel arrangements and expenses, Interstate and Long Distance Intrastate Travel Expenses, accommodation and meals, professional development including conferences and seminars, information and communication technology, home office expenses, the Policy dated 1 August 2018 has specific inclusions and limitations (see Appendix 1).
- 2.1.6 BDO understands that prior to the existing Policy, which came into effect on 1 August 2018, two previous versions of the Policy existed:
  - Councillor Expenses and Facilities policy Adopted 2 August 2017 (see Appendix 2); and
  - Councillor Expenses and Facilities policy Adopted 13 December 2017 (see Appendix 3).

All previous versions contain a reference to a childcare allowance of \$9/hour/child (see Appendix 4).

# 2.2 Cumberland City Council's Code of Conduct

- 2.2.1 As per the CCC's Code of Conduct dated on 2 September 2020 (see Appendix 5), Councillors must not conduct themselves in a manner that:
  - is likely to bring the Council or other council officials into disrepute;
  - is contrary to statutory requirements or the Council's administrative requirements or policies;
  - is improper or unethical;
  - is an abuse of power;
  - causes comprise or involve intimidation or verbal abuse;
  - involves the misuse of Councillor's position to obtain a private benefit; and
  - constitutes harassment or bullying behaviour under this code, or is unlawfully discriminatory.

# 2.3 Local Government (State) Award 2017

2.3.1 As stipulated by the Policy, the use of a private vehicle will be reimbursed per kilometre at the rate contained in the Local Government (State) Award 2017 (see Appendix 6). According to the Local Government (State) Award 2017, the monetary rate for vehicle allowance is \$0.68 per kilometre for vehicles with engine capacity under 2.5 litres and \$0.78 for vehicles with an engine capacity of 2.5 litres and over.



# 2.4 Framework for evaluation of expenses

- 2.4.1 Based on the legislation and regulations mentioned in section 2, we prepared and agreed with CCC the below framework for evaluation of Councillors' expenses for reasonableness and whether or not they are in line with 'Civic duties'. Our criteria were created to ensure our expense evaluation considered the expense:
  - Has to be reasonable, appropriate, responsible and acceptable; and
  - Must have been used appropriately; and
  - Cannot obtain a private or political benefit; and
  - Not to be used for fundraising activities of political parties; and
  - Must be used ethically, effectively, efficiently and carefully

Table 2.2: Framework for evaluation of Councillors' expenses

Item	Criteria expenses have to meet reasonableness and in line with Civic Duty	Source
1	Has to be in one of the defined categories, including detailed requirements, as part of the Cumberland Policy	Cumberland Policy summary table and detailed requirements in further section, and ICAC standards for ethical behaviour Councillors
2	Councillor has demonstrated Official Business	Per the definition in the Policy
3	Cannot be for re-election purposes	ICAC guidance material and Policy
4	Has to be for a lawful purpose	ICAC standards for ethical behaviour Councillors, Code of Conduct CCC
5	Has to be justified in terms of public interest and able to withstand scrutiny	ICAC standards for ethical behaviour Councillors, Code of Conduct CCC
6	Shouldn't lead to a bad outcome in regards to the Council's objectives	ICAC standards for ethical behaviour Councillors, Code of Conduct CCC



# 3. OBSERVATIONS AND FINDINGS

# 3.1 Number of childcare hours claimed exceeds Official Business hours identified

- 3.1.1 BDO's investigation identified there were 43 child care expense reimbursement claims in total, all claimed by Clr. Hamed, with a total value of \$4,476 (incl. GST) for the Period (see Appendix 7).
- 3.1.2 Per the Policy (refer to point 2.1.1 and 2.1.3 of the report), the Council allows Councillors to reimburse childcare expenses when attending Official Business (e.g. Council meetings, Council Briefing, other Council events, and other civic duties the Councillor attends (e.g. meeting with a resident)).
- 3.1.3 BDO understands that the commute from Clr. Hamed's place of residence to the Council takes about 8-10 minutes one way or 20 minutes for a round-trip using a car (Source: Google Maps).
- 3.1.4 We compared the number of childcare hours claimed by Clr. Hamed with hours of Council meetings and briefings and identified there are reimbursement claims submitted by Clr. Hamed where the duration of care is more than half an hour longer than we would expect, based on the duration of meetings/briefings, plus 20 minutes of travel time. The detail is depicted in Table 4.1 below.

Table 3.1: Childcare hours claimed exceeds Official Business hours identified

Receipt Date	Description	Council meeting, briefing, and other Council events (hour)	Childcare claimed (hour)	Difference hours claimed - Official Business and travel	Observations provided to BDO by Clr. Hamed via email on 2 December 2020
5-May- 2018	Baby sitting x 1 child 5 hours	1.8	5.0	3.2	BDO: Not provided to Clr. Hamed for comment. Clr. Hamed informed us she has limited information available for the first half of 2018 (e.g. no calendar records).
10-May- 2018	Baby sitting x 2 children 5 hours	2.3	5.0	2.7	BDO: Not provided to Clr. Hamed for comment. Clr. Hamed informed us she has limited information available for the first half of 2018 (e.g. no calendar records).
25-May- 2018	Baby sitting x 2 children 5 hours	3.3	5.0	1.7	BDO: Not provided to Clr. Hamed for comment. Clr. Hamed informed us she has limited information available for the first half of 2018 (e.g. no calendar records).
6-Jun-18	Baby-sitting x 2 children 4 hours	2.9	4.0	1.1	
4-Jul-18	Baby-sitting x 2 children 5 hours	3.5	5.0	1.5	TPG meeting
3-Oct-18	Childminding x 2 children 4 hours	2.8	4.0	1.2	



21-Nov- 18	Childminding x 2 children 5 hours	3.8	5.0	1.2	
28-Nov- 18	Childminding x 2 children 5 hours	3.3	5.0	1.7	Discussion with staff/councillors before/after briefing including Brook Endycott re Heritage Tour, Peel street Parking issue
6-Dec- 2018	Childcare 6/12 4 hours	2.6	4.0	1.4	BDO: Not provided to Clr. Hamed for comment.
19-Jun- 19	Childminding x 2 children 5 hours	3.4	5.0	1.6	
3-Jul-19	Childminding x 2 children 5 hours	3.1	5.0	1.9	Discussion with Staff/councillors before and after meeting including Woodville Rd Strategy, Refugee welcome Zone strategy, speech and research- Brook Endycott, URM turning into Virginia St site visit
25-Sep- 19	Childminding x 2 children 4 hours	1.3	4.0	2.7	Met with councillors and constituents before and after meeting
2-Oct-19	Childminding x 2 children 6 hours	3.2	6.0	2.8	Discussion with Staff/councillors before and after meeting including Peter Fitzgerald re Amina Bekric 9child hit by car at Guildford Public and need for speed humps), Guildford County Discussion, 1/10 Garrie Surf life saving grant, spoke with staff 2/10, Town and country refusal Lot 2sp38783 2/26 James St Lidcombe
6-Nov- 19	Childminding x 2 children 6 hours	4.8	6.0	1.2	
5-Feb- 20	Childminding x 2 children 5 hours	3.5	5.0	1.5	Discussion with staff/councillors before and after meeting including site visit of building between Junia Avenue and the Creek -destroyed due to fire
19-Feb- 20	Childminding x 2 children 5 hours	3.7	5.0	1.3	Discussion with staff/councillors before/after meeting including discussion with constituent re Ramadan event consultation. Site visit Bright St.
18-Mar- 20	Childminding x 2 children 5 hours	2.3	5.0	2.7	18 emails received. Discussion with staff/councillors before/after meeting including Brad Ferguson 18 Rhodes Ave. Discussion on Social distancing in chamber. Discussion on citizenship ceremonies with in response to Julie Ownes constituent enquiry.
Total				31.4 hours	

Source: BDO analysis

3.1.5 In Table 3.1 above, there are 31.4 hours of childcare for which no associated Official Business was able to be identified on the information provided from the Governance team to BDO.

3.1.6 Clr. Hamed's observations, as provided by email on 2 December 2020, are included in the rightmost column of Table 3.1.



- 3.1.7 Regarding dates for which no specific observation is provided, Ms Hamed stated in an interview on 30 November she would extend her stay after Council Meetings or Briefings to discuss current matters with other Councillors or CCC staff, which would have extended the required timeframe for child care. Clr. Hamed provided further explanation in an email on 2 December 2020 that "It is part of Cumberland's culture (pre-Covid) to meet informally with staff and other councillors to discuss council issues before and after meetings".
- 3.1.8 In addition, Clr. Hamed stated in an email on 2 December 2020:
  - 3.1.8.1 "It is near impossible to engage childcare services on a contingent basis i.e. depending upon how long a meeting might last for. Engaging a carer would ordinarily happen in blocks.
  - 3.1.8.2 Traveling to council is not always from my place of residence. I often commute to the Chamber from my place of work (usually over 1 hour away)."
- 3.1.9 In addition, Clr. Hamed stated in an email on 7 December 2020:
  - 3.1.9.1 "Preparation time must also be considered. For instance, many hours of work goes into researching, reading and understanding business papers for council meetings, reading company director's course material, emails/calls received and so on."

## Other Observations

- 3.1.10 The meeting minutes state that the Council meeting held on 18 March 2020 (see Appendix 9), 19 February 2020 (see Appendix 10), and 6 November 2019 (see Appendix 11) started at 6:30 PM (refer to paragraph 1.1.2 of this report). However, the CCC's Executive Manager, Corporate Service advised that Councillors would have a pre-briefing and dinner between 5:00 PM and 6:30 PM prior to the onset of the Covid-19 period, which we included for purposes of our analysis.
- 3.1.11 The summary of timeframes for the events in point 3.1.10 can be seen in Table 3.2 below (these claims are also included in Table 3.1).

Table 3.2: Summary of timeframe meeting on 18 March 2020, 19 February 2020, and 6 November

Council Meeting date	Pre-briefing and Dinner	Meeting Started	Meeting Ended	Traveltime	Total hours	Hours claimed
18-Mar-20	5:00 PM - 6:30 PM	6:30 PM	7:01 PM	± 20 minutes	2.35 hours	5 hours
19-Feb-20	5:00 PM - 6:30 PM	6:30 PM	8:25 PM	± 20 minutes	3.75 hours	5 hours
6-Nov-19	5:00 PM - 6:30 PM	6:30 PM	9:26 PM	± 20 minutes	4.77 hours	6 hours

Source: BDO analysis

- 3.2 Childcare hours claimed where no Official Business hours were identified
- 3.2.1 BDO identified childcare expense claims submitted by Clr. Hamed where there was no Council meeting/briefing on record by the Governance team. The detail is contained in Table 3.3 below.

13

2019.



Table 3.3: Childcare expense claims on dates where no Council meeting/briefing/other Official Business was identified

Receipt Date	Description	Council Meeting/Briefing/ Other Council Events	Childcare claimed (hour)	Observations provided tp BDO by Clr. Hamed via email on 2 December 2020
24-Jan-18	Childcare 24/1 3 hours	No	3	BDO: Not provided to Clr. Hamed for comment. Clr. Hamed informed us she has limited information available for the first half of 2018 (e.g. no calendar records).
24-Jan-18	Childcare 24/1 5 hours	No	5	BDO: Not provided to Clr. Hamed for comment. Clr. Hamed informed us she has limited information available for the first half of 2018 (e.g. no calendar records).
20-Feb-18	Childcare 20/2 5 hours	No	5	BDO: Not provided to Clr. Hamed for comment. Clr. Hamed informed us she has limited information available for the first half of 2018 (e.g. no calendar records).

Source: BDO analysis

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# 3.3 Analysis of all Councillors' Expenses against thresholds in the Policy

- 3.3.1 BDO evaluated all Councillors' expenses for the Period against the allowable yearly thresholds detailed in the Policy.
- 3.3.2 The detail of the analysis is depicted in Table 3.4 below (refer to the Glossary for full Councillor names).



Table 3.4: Summary of all Councillors' Expenses

Councillor's Name	Asset Consumable	Carer Expenses	Conferences and Seminars	Fleet Charge Out	Minor Equipment	Telephone	Travel
Clr. Attie			-		-		
16 Sep '17 - Jun '18				-		-	
July '18 - June '19	•	-		-		-	1,977.46
Jul '19 - June '20	206.98			-			
July '20 - Oct '20		٠	٠	٠			
Clr. Campbell	80.55			-		-	1,117.24
16 Sep '17 - Jun '18	35			٠		120	1,431.31
July '18 - June '19						210	1,415.56
Jul '19 - June '20							
July '20 - Oct '20	80.55						1,117.24
Clr. Christou							
16 Sep '17 - Jun '18							
July '18 - June '19							581.68
Jul '19 - June '20	600		50.50	10,125			709.90
July '20 - Oct '20	331			4,500			117.80
Clr. Elmore							
16 Sep '17 - Jun '18				•		•	
July '18 - June '19				-		-	111.43
Jul '19 - June '20				٠			95.09
July '20 - Oct '20		-	-	-		-	254.55
Clr. Garrard		٠			٠		
16 Sep '17 - Jun '18	545.45					-	596.32
July '18 - June '19		-					1,056.15
Jul '19 - June '20		-	-	-	200		225.91
July '20 - Oct '20				-	-	-	



Councillor's Name	Asset Consumable	Carer Expenses	Conferences and Seminars	Fleet Charge Out	Minor Equipment	Telephone	Travel
Clr. Grove							
• 16 Sep '17 - Jun '18	-	-	-	-		-	-
• July '18 - June '19		-				-	
• Jul '19 - June '20	-	-	-	-			
• July '20 - Oct '20		-		-		-	
Clr. Hamed							
• 16 Sep '17 - Jun '18	149	1,350				-	10
• July '18 - June '19	•	868.48	•	•		1,050.00	137.19
• Jul '19 - June '20	504.57	2,196				1,940.50	1,249.96
• July '20 - Oct '20	330				•	435.58	٠
Clr. Huang							
• 16 Sep '17 - Jun '18						•	
• July '18 - June '19			700			-	260.10
• Jul '19 - June '20	•				4.91	•	331.72
• July '20 - Oct '20						-	
Clr. Lake	•	•	1,809.10	•	•		25.25
• 16 Sep '17 - Jun '18			- 904,55				105.53
• July '18 - June '19	•	•	0.45	•		•	201.18
• Jul '19 - June '20							
• July '20 - Oct '20	•	•	1,809.10	•	•		25.25
Clr. Rahme							
• 16 Sep '17 - Jun '18	99.09					•	
July '18 - June '19	26.93						41.15
• Jul '19 - June '20	600	-				90	407.50
• July '20 - Oct '20							
Clr. Saha							
• 16 Sep '17 - Jun '18				-	600		



Councillor's Name	Asset Consumable	Carer Expenses	Conferences and Seminars	Fleet Charge Out	Minor Equipment	Telephone	Travel
July '18 - June '19		-	-			-	1,343
Jul '19 - June '20	281.20						1,453.84
July '20 - Oct '20	-	-	-		-	-	
Clr. Sarkis						-	
16 Sep '17 - Jun '18		-				-	-
July '18 - June '19	582.34		:				
Jul '19 - June '20						·	4,973.46
July 20 - Oct 20							2,055.84
Clr. Zaiter							
16 Sep '17 - Jun '18							-
July '18 - June '19	588						
Jul '19 - June '20	600						-
July '20 - Oct '20							
Clr. Zreika							
16 Sep '17 - Jun '18			185.62				
July '18 - June '19							
Jul '19 - June '20			253.90				72.59
July '20 - Oct '20							27.27
Total	5,560.11	4,414.48	2,095.02	32,165.95	804.91	3,846.08	26,758.39

Source: BDO Analysis



- 3.4 Analysis of a sample of Councillors' expenses as to whether they are reasonable and relate to a civic duty
- 3.4.1 BDO selected and analysed a sample of expense claims of 40 items to assess whether they were reasonable in nature and relating to Civic duties. This is approximately 33% of the total number of expense claims across all Councillors for the Period.
- 3.4.2 The list of sample expenses and the summary of our analysis is depicted in Table 3.5 below.



Table 3.5: Analysis of sampled expenses using our Framework (Table 2.2)

Expense Type	Month / Year	Councillor's Name	Description	Amount Claimed	Analysis on Expense based on criteria in our framework
Travel	January 2020	Clr. Campbell	Travel Expenses = \$250.92 (369kms @ 68 cents) Doc ID 7826267 (see Appendix 12).	250.92	<ul> <li>General travel expense;</li> <li>For official business, has lawful purpose, and for public interest (Council meetings/ briefings/ workshops/ citizenship/ Council events);</li> <li>Not for re-election purposes.</li> </ul>
Travel	July 2018	Clr. Campbell	Travel expenses - 493 km x 0.68 Cents (RM0085672/2018) (see Appendix 13).	335.24	<ul> <li>General travel expense;</li> <li>For official business, has lawful purpose, and for public interest (Council meetings/ briefings/ workshops/ citizenship/ Council events);</li> <li>Not for re-election purposes.</li> </ul>
Travel	March 2020	Clr. Christou	Fuel Reimbursement - \$59.37 - Doc ID 7875685 (see Appendix 14).	59.37	<ul> <li>General travel expense (fuel reimbursement);</li> <li>This item is in line with official business, has lawful purpose, and for public interest (for mayoral vehicle);</li> <li>No information about the purpose of this travel, only stated 'for Mayoral vehicle'.</li> </ul>
Home Office	September 2020	Clr. Christou	Home Office Allowance (deduct from \$600) - \$331.00 home office expense Doc ID - 8437389 (see Appendix 15).	331	<ul> <li>Home office expenses and IT-related expenses;</li> <li>Items are an HP 24 MH Monitor and HP wireless keyboard and mouse. These items are in line with official business, have lawful purpose, and for public interest.</li> </ul>
Home Office	February 2020	Clr. Christou	IPAD - \$547.33 (Deduct from \$600 Home office Allowance) (see Appendix 16).	547.33	<ul> <li>Home office expenses and IT-related expenses;</li> <li>Items are an iPad 6th gen 9.7 Wi-Fi 128GB. These items are in line with official business, has lawful purpose, and for public interest.</li> </ul>
Travel and Meal	August 2019	Clr. Attie	Councillor Travel Expenses (Lunch, Parking, KMs and Toll Charges) - RM0098944/2019 - \$548.11 (see Appendix 17).	548.11	<ul> <li>Travel and meal expenses for the conference;</li> <li>These items are in line with official business, has lawful purpose, and for public interest.</li> </ul>
Travel	January 2019	Clr. Campbell	1,395kms @ 0.68 Cents per Km = \$948.60 (period October - December 2018) - \$948.60 RM0004419/2019 (see Appendix 18).	948.60	<ul> <li>General travel expense;</li> <li>For official business, has lawful purpose, and for public interest (Council meetings/ briefings/ workshops/ citizenship/ Council events);</li> <li>Not for re-election purposes.</li> </ul>
Travel	November 2019	Clr. Campbell	Travel Expenses - 611kms @ 0.68 cents - \$415.48 (see Appendix 19).	415.48	General travel expense;



Expense Type	Month / Year	Councillor's Name	Description	Amount Claimed	Analysis on Expense based on criteria in our framework
					<ul> <li>For official business, has lawful purpose, and for public interest (Council meetings/ briefings/ workshops/ citizenship/ Council events);</li> <li>Not for re-election purposes.</li> </ul>
Travel	June 2019	Clr. Christou	Councillor Reimbursement - Travel Expenses \$363.12 RM0083118/2019 (see Appendix 20).	363.12	<ul> <li>General travel expense;</li> <li>Travel from Guildford, NSW to Canberra for ACGA Conference is for official business, has lawful purpose, and for public interest;</li> <li>Not for re-election purposes.</li> </ul>
Home Office	December 2019	Clr. Christou	Home Office Expenses - \$18.26 (see Appendix 21).	18.26	<ul> <li>Home office expense (stationery);</li> <li>For official business, has lawful purpose, and for public interest.</li> </ul>
Telephone Bill	July 2019	Clr. Hamed	Councillor Phone Bill Expenses - \$1050.00 - RM0090246/2019 (7 months billings) (see Appendix 22).	1,050	<ul> <li>Mobile phone allowance;</li> <li>For official business, has lawful purpose, and for public interest;</li> <li>Claimed \$150/month for telephone expense;</li> <li>Comparing to other Councillors, Clr. Campbell paid \$30-\$35/month;</li> <li>6 out of 7 monthly phone expense claims were more than 3 months old from the transaction date.</li> </ul>
Home Office	November 20019	Clr. Hamed	Home Office Expenses (deduct from \$600 annual allocation) - \$435.00 Screen Replacement and Case - RM0145183/2019 (see Appendix 23).	435	<ul> <li>Home office expenses and IT-related expenses;</li> <li>A Samsung Note 8 N950: Screen replacement is in line with official business, has lawful purpose, and for public interest.</li> </ul>
Home Office	July 2019	Clr. Hamed	Councillor Home Office Expenses - IPAD - \$447.00 - RM0088619/2019 (see Appendix 24)	447	<ul> <li>Home office expenses and IT-related expenses;</li> <li>An iPad 6 MR7G2X/A 32 is in line with official business, has lawful purpose, and for public interest.</li> </ul>
Telephone Allowance	Aug 2019	Clr. Hamed	Phone Bill Expenses - \$300.00 - RM0111934/2019 (see Appendix 25).	300	<ul> <li>Mobile phone allowance;</li> <li>For official business, has lawful purpose, and for public interest;</li> <li>Claimed \$150/month for telephone expense.</li> </ul>
Home Office	July 2019	Clr. Zaiter	Councillor Home Office Expenses - IPAD - \$588.00 - RM0088646/2019 (see Appendix 26).	588	<ul> <li>Home office expenses and IT-related expenses;</li> <li>An iPad 6 Gen 9.7 and Targus Versavu (case) are in line with official business, has lawful purpose, and for public interest.</li> </ul>



Expense Type	Month / Year	Councillor's Name	Description	Amount Claimed	Analysis on Expense based on criteria in our framework
Home Office	September 2019	Clr. Christou	Home Office Expenses - \$34.41- RM0118775/2019 (see Appendix 27).	34.41	<ul> <li>Home office expenses and IT-related expenses;</li> <li>A PK100 j burrows a4 80mic pouch and SX-PK20 letter files a4 paper are in line with official business, has lawful purpose, and for public interest.</li> </ul>
Travel	August 2019	Clr. Saha	Travel Expenses - 839kms ® 0.68cents per km = \$570.52 - RM0106138/2019 (see Appendix 28).	570.52	<ul> <li>General travel expense;</li> <li>For official business, has lawful purpose, and for public interest (Council meetings/ briefings/ workshops/ citizenship/ Council events);</li> <li>Not for re-election purposes.</li> </ul>
Travel	May 2019	Clr. Saha	Travel Expenses - 616kms @0.68 cents per km = \$418.88 (RM0061138/2019) (see Appendix 29).	418.88	<ul> <li>General travel expense;</li> <li>For official business, has lawful purpose, and for public interest (Council meetings/ briefings/ workshops/ citizenship/ Council events);</li> <li>Not for re-election purposes.</li> </ul>
Home Office	July 2019	Clr. Saha	Home Office Allowance - RM0081579/2018 (see Appendix 30).	600	<ul> <li>Home office expenses and IT-related expenses;</li> <li>An iPad Wi-Fi Cellular is in line with official business, has lawful purpose, and for public interest.</li> </ul>
Travel	December 2018	Clr. Saha	Travel Expenses - 588Kms @ 0.68 cents = \$399.84 (RM0164459) (see Appendix 31).	399.84	<ul> <li>General travel expense;</li> <li>For official business, has lawful purpose, and for public interest (Council meetings/ briefings/ workshops/ citizenship/ Council events);</li> <li>Not for re-election purposes.</li> </ul>
Travel	April 2019	Clr. Cummings	Reimbursement to Mayor - \$249.17 for Cab charge - Korean Delegation - (RM0052938/2019) (see Appendix 32).	249.17	<ul> <li>General travel expense;</li> <li>Attending the 100th Anniversary of the establishment of the Korean Provisional Government is in line with official business, has lawful purpose, and for public interest;</li> <li>Not for re-election purposes.</li> </ul>
Travel	September 2019	Clr. Hamed	Travel Expenses - \$103.55 - RM0119097/2019 (see Appendix 33).	103.55	<ul> <li>General travel expense;</li> <li>We understand from explanations by the Governance team this refers to an allowable commute to the Australian Institute of Company Directors Course;</li> <li>This travel was for Councillor professional development training and it is for official business, has lawful purpose, and for public interest.</li> </ul>
Travel	March 2018	Clr. Cummings	Travel Expenses 1,524km x 68 Cents (100512-7000-63504) (see Appendix 34).	1,036.32	General travel expense;



Expense Type	Month / Year	Councillor's Name	Description	Amount Claimed	Analysis on Expense based on criteria in our framework
					<ul> <li>Mayor used personal vehicle before getting Council car - 1,524 km are in line with official business, have lawful purpose, and for public interest.</li> <li>Not for re-election purposes.</li> </ul>
Home Office	May 2020	Clr. Hamed	Home Office Expenses - Deduct \$57.57 from \$600 allocation - Doc ID 7972366 (see Appendix 35).	57.57	<ul> <li>Home office expense;</li> <li>A Kadink A4 Clraft Pad, stapler and staples are in line with official business, has lawful purpose, and for public interest.</li> </ul>
Telephone Allowance	March 2020	Clr. Hamed	Phone Bill Reimbursement - \$150.00 - Doc ID 7912452 (see Appendix 36).	150	<ul> <li>Mobile phone allowance;</li> <li>For official business, has lawful purpose, and for public interest;</li> <li>Claimed \$150/month for telephone expense.</li> </ul>
Telephone Allowance	October 2020	Clr. Hamed	Phone Bill Expense - \$150.00 - Doc ID 8472305 (see Appendix 37).	150	<ul> <li>Mobile phone allowance;</li> <li>For official business, has lawful purpose, and for public interest;</li> <li>Claimed \$150/month for telephone expense.</li> </ul>
Telephone Allowance	March 2020	Clr. Hamed	Phone Bill Reimbursement · \$1062.13 · Doc ID 7888442 (8 months billings) (see Appendix 38).	1,062.13	<ul> <li>Mobile phone allowance;</li> <li>For official business, has lawful purpose, and for public interest;</li> <li>Claimed \$150/month for telephone expense;</li> <li>5 out of 8 monthly phone expense claims were more than 3 months old from the transaction date.</li> </ul>
Travel	February 2020	Clr. Hamed	Reimbursement for Travel expenses - \$69.50. Doc ID 7864917 (see Appendix 39).	69.50	<ul> <li>General travel expense;</li> <li>For official business, has lawful purpose, and for public interest (Council meetings/ briefings/ workshops/ citizenship/ Council events);</li> <li>Not for re-election purposes.</li> </ul>
Home Office	March 2018	Clr. Hamed	Laptop Bag - Home Office Allowance \$149 (100514-7000-61195) (see Appendix 40).	149	<ul> <li>Home office expense;</li> <li>A high sierra composite 3 56cm wheel bag is in line with official business, has lawful purpose, and for public interest.</li> </ul>
Telephone Allowance	February 2020	Clr. Rahme	Reimbursement for mobile phone repair - \$170.00 Doc ID 7831529 (see Appendix 41).	170	<ul> <li>Home office expenses and IT-related expenses;</li> <li>Is in line with official business, has lawful purpose, and for public interest;</li> <li>The phone repair cost is reasonable in price.</li> </ul>



Expense Type	Month / Year	Councillor's Name	Description	Amount Claimed	Analysis on Expense based on criteria in our framework
Home Office	February 2020	Clr. Rahme	Reimbursement from home office (\$600 allowance) for IPAD Purchased. Reimburse \$600. Doc ID 7859471 (see Appendix 42).	600	<ul> <li>Home office expenses and IT-related expenses;</li> <li>An iPad mini Wi-Fi 64 GB is in line with official business, has lawful purpose, and for public interest.</li> </ul>
Home Office	April 2020	Clr. Saha	Home Office Expenses (Deduct from \$600 allowance) - \$281.20 - Doc ID 7942680 (see Appendix 43).	281.20	<ul> <li>Home office expenses and IT-related expenses;</li> <li>Dell 27" monitor is in line with official business, has lawful purpose, and for public interest.</li> </ul>
Travel	January 2020	Clr. Saha	Travel Expenses 895 km @68 cents = \$608.60 - Doc ID 5867369 (see Appendix 44).	608.60	<ul> <li>General travel expense;</li> <li>For official business, has lawful purpose, and for public interest (Council meetings/ briefings/ workshops/ citizenship/ Council events);</li> <li>Not for re-election purposes;</li> <li>5 claims were more than 3 months old from the transaction date.</li> </ul>
Travel	May 2020	Clr. Saha	Travel Reimbursement 404kms @68 cents = \$274.72 - Doc ID 7951667 (see Appendix 45).	274.72	<ul> <li>General travel expense;</li> <li>For official business, has lawful purpose, and for public interest (Council meetings/ briefings/ workshops/ citizenship/ Council events);</li> <li>Not for re-election purposes;</li> <li>9 claims were more than 3 months old from the transaction date.</li> </ul>
Home Office	April 2020	Clr. Sarkis	Expenses Claim IPAD - Deduct from \$600 Home Office Allowance - \$582.34 (see Appendix 46).	582.34	<ul> <li>Home office expenses and IT-related expenses;</li> <li>An iPad 7 Gen 10 is in line with official business, has lawful purpose, and for public interest;</li> <li>This claim was more than 3 months old by 3 days from the transaction date.</li> </ul>
Travel	April 2020	Clr. Sarkis	Travel Expenses Reimbursement 3,444kms@ 78 cents per KM - \$2686.32. Doc ID 7927269 (see Appendix 47).	2,686.32	<ul> <li>General travel expense;</li> <li>Every day (Monday to Friday) from 26/9/2019 - 19/3/2020, Clr. Sarkis claimed 28 km (consist of 6 times home (Merrylands) - Council, and 2 times Pemulwuy - Council). Did extensive travel as part of Deputy Mayoral duties per interview with BDO;</li> <li>60 claims were more than 3 months old from the transaction date;</li> <li>No detail explanation of the multiple travels - only stated 'Civic Duties'.</li> </ul>
Travel	July 2020	Clr. Sarkis	Travel Expenses 2,951km x 78 cents =\$2,301.78 - Doc ID 8267276 (see Appendix 48).	2,301.78	General travel expense;



Expense Type	Month / Year	Councillor's Name	Description	Amount Claimed	Analysis on Expense based on criteria in our framework
					<ul> <li>Every day (Monday to Friday) from 6/4/2020 - 4/7/2020, Clr. Sarkis claimed 43.6 km (consist of 4 times home (Greystanes) - Council, and 2 times home (Greystanes) - Auburn);</li> <li>Every Saturday from 6/4/2020 - 4/7/2020, Clr. Sarkis claimed 9 km travel home (Greystanes) - Council;</li> <li>\$2,192.74 should be allocated for FY2019/2020 and another \$109.044 should be allocated for FY 2020/2021;</li> <li>Per meeting with BDO this travel is for Deputy Mayoral duties.</li> </ul>
Home Office	July 2020	Clr. Zaiter	Home Office Allowance \$600: Powerbeats \$303.99 (see Appendix 49).	303.99	<ul> <li>Home office expenses and IT-related expenses;</li> <li>Powerbeats earphones are in line with official business, has lawful purpose, and for public interest.</li> </ul>
Travel	September 2019	Clr. Hamed	Travel Expenses for CDC training at 12 Sep 19 around trip - \$228.59 (\$100.49 +\$128.10) - RM0123213/2019 (see Appendix 50).	228.59	<ul> <li>General travel expense;</li> <li>We understand from explanations by the Governance team this refers to an allowable commute to the Australian Institute of Company Directors Course;</li> <li>This travel was for Councillor professional development training and it is for official business, has lawful purpose, and for public interest.</li> </ul>
Travel	October 2020	Clr. Sarkis	Travel Expenses Claim 2,496 km @ 78 cent = \$1,946.88 - Doc ID 8489573 (see Appendix 51).	1,946.88	<ul> <li>General travel expense;</li> <li>Every day (Monday to Friday) from 6/7/2020 - 26/9/2020, Clr. Sarkis claimed 43.6 km (consist of 4 times home (Greystanes) - Council, and 2 times Greystanes - Auburn);</li> <li>Every Saturday from 6/7/2020 - 26/9/2020, Clr. Sarkis claimed 9 km travel home (Greystanes) - Council;</li> <li>Per meeting with BDO this travel is for Deputy Mayoral duties.</li> </ul>

Source: BDO analysis



# 3.5 Findings

Carer expenses

- 3.5.1 The carer expenses for which Official Business per the Policy was identified, either via the Governance team or via the Councillor are in line with official business, have a lawful purpose, are for public interest (Council meetings / briefings / workshops / meetings with residents / other Council events), and are not for re-election purposes.
- 3.5.2 For 25.7 hours of child care claimed, no Official Business was identified in the scope and timeframe of this engagement, either via the Governance team or the Councillor's records. It should be noted that 21.7 hours of these 25.7 hours were claimed in the first half of calendar year 2018. Clr. Hamed informed us she has limited information available for the first half of 2018 (e.g. no calendar records).
- 3.5.3 Refer to recommendations 4.2.8 and 4.2.9.

Yearly Policy thresholds

- 3.5.4 Regarding Table 3.4 above, we note:
  - All Councillors' expenses for the Period (including carer expenses) are within the allowable yearly thresholds detailed in the Policy, with the exception of the General Travel expenses of Clr. Sarkis for the period of July 2019 to June 2020.
  - Clr. Sarkis claimed a total amount of travel expenses of \$4,973.46 during the period of July 2019 to June 2020, which exceeds the allowable yearly threshold of General Travel expenses of \$3,000 per Councillor per year (refer to Table 2.1).
  - In a meeting with BDO on 27 November 2020 at 11 am, Clr. Sarkis advised the increased travel expense from July 2019 to June 2020 was due to his role as a Deputy Mayor. This required him to attend more events, as part of Mayoral civic duties. Therefore his travel increased substantially compared to previous periods where he was a Councillor only and was not in the role of Deputy Mayor.
  - The Policy does not allow the Deputy Mayor to spend more than other Councillors. Refer to recommendation 4.2.7.

Sample

- 3.5.5 Detailed findings regarding sampled items are contained in the rightmost column of Table 3.5. Further, we note:
  - Clr. Hamed's phone billing (see Appendix 38, page 11), where there are two (2) mobile services stated in the supplied billing statement:
    - leasing contract for Samsung Galaxy Note 10 ÷ 5G 512GB storage (S82.79 per month); and
    - additional mobile plan data (\$60.00 per month).
    - It is also stated in the billing statement that the device/leasing contract is for \$1,987.00 (incl. \$180.64 GST), or \$82.79 per month over 24 months.
  - With this arrangement, it appears the Council has been paying for Clr. Hamed's handset.



- According to Section 6.30 in the Policy, it is stated that Council will reimburse a Councillor to retain an existing mobile phone account up to a maximum of \$150.00/month for the cost of calls and/or mobile data. The Policy does not mention handset leasing within contracts.
- The Policy further states that expenses not explicitly addressed in the Policy will not be paid or reimbursed.
- This means that, according to the Policy, claiming expenses for a handset or an additional phone plan is not allowable.
- In an email on 2 December 2020, Clr. Hamed stated that "I spoke with the GM who indicated this would be appropriate (...) It was indicated to me that the policy did not prohibit entering into such contract therefore it would be appropriate."
- As per Clr. Hamed's telephone billing period 9 July 2019 8 August 2019 (see Appendix 38), Clr. Hamed received an adjustment from Telstra of \$160 to her monthly expense of \$144.65, adding up to a \$14.63 credit. The amount claimed for this bill was \$144.65 from CCC. Ms Hamed stated in an interview on 30 November 2020 that this credit note was to rectify an earlier double payment.
- In an email on 2 December 2020, Clr. Hamed stated that "the commitment made with Telstra is a minimum of \$149 monthly (approx.). This is the council related expense I incur per month over a 2 year period. If you calculate the monthly spend to date, it is in line with the policy. There might be some variances over some months but over the term of the contract the final minimum figure will not change."
- All Councillors' telephone expenses for the Period are within the allowable monthly thresholds detailed in the Policy.
- Refer to recommendation 4.2.6.

# Timeframe for expense claims

- According to the Policy, Councillors must provide claims for reimbursement within three (3) months of an expense being incurred. Claims made after this time cannot be approved.
- Some of the Councillors' claims were made and approved more than three months old from the transaction date, as included in Appendix 22, Appendix 38, Appendix 44, Appendix 45, Appendix 46, and Appendix 47, which is in breach with the Policy.
- ▶ Refer to recommendation 4.2.1.



# 4. RECOMMENDATIONS

#### 4.1 Recommendations on Internal Controls

We have the following recommendations on internal controls:

- 4.1.1 To the extent this is not happening already, it is recommended for Council to conduct periodic refreshment training related to Code of Conduct, Fraud & Corruption Control Policy, and Councillor Expenses and Facilities Policy for all Councillors to ensure active understanding of the requirements for their roles per these documents.
- 4.1.2 It is recommended for the Governance team administering expense claims and reimbursements to record the transaction date for reimbursement instead of the date when the Councillor claimed for reimbursement. This will help the Finance Team to input the transaction into the system using the transaction date/month. This will ensure that all transactions are recorded in the right financial year.
- 4.1.3 It is recommended for the Council's minute taker to include an attendance list onto the meeting minutes and to record start and close time for all the Council (sub-committee) meetings as well as Councillor briefings. The closing time for several Local Planning Panel meetings in 2019<sup>1</sup> was not recorded on the minutes. This will enable a better understanding of attendance and duration of Council (sub-committee) meetings/briefing going forward.
- 4.1.4 If there is a positive cost-benefit for implementation, it is recommended for Council to have an expense alert flag implemented in TechnologyOne to alert the Finance team if the Councillors have reached any of the thresholds per Policy category for each financial year.

# 4.2 Recommendations on the Policy

We have the following recommendations on potential amendments to augment the Policy and communication on Policy requirements:

- 4.2.1 Council could reinforce that all claims for reimbursement must be submitted within three months of an expense being incurred, and any claims made after this time cannot be approved. Further, the General Manager could enforce the Policy provisions strictly regarding the three month timeframe and not approve anything under discretion. To ensure that a Councillor will not miss this three-month timeframe, the Council may send a monthly reminder email for the Councillor to submit their expenses on time.
- 4.2.2 Expenses that run over different financial years should be claimed separately. E.g. travel expenses from May to July must be separated into two different expense forms. This will enable all transactions to be recorded in the correct financial year and this should be clarified in the Policy.
- 4.2.3 Council could reinforce that Councillors who travel for Official Business and wish to claim reimbursement could be required to fill out the Councillor Expenses Claim Form by providing the travel date, where the travel was from and to, the reason for travel, distance travelled. This form could then be submitted, along with the receipt(s), for General Manager's approval. Councillors who choose to email the General Manager for approval should then also provide the same detailed information in the email (including travel date, where the travel was from and to, the reason for travel, and receipt(s)).



- 4.2.4 The Policy could include a clause stipulating travel can only be claimed if it is not incurred by normal work-related commuting. E.g., if a Councillor is driving from their workplace to a Council meeting and the trip is the same as their normal work-related commute, the Council would only reimburse the kilometres from their home address to the Council's address.
- 4.2.5 Council could reinforce that Councillors who purchase an item(s) for office purposes, and wish to claim reimbursement, could be required to fill out the Councillor Expenses Claim Form by providing the transaction date, the detail of item purchased, values. This form could then be submitted to the General Manager for approval along with the receipt(s) and evidence that the bill has been paid. Councillors who choose to email the General Manager for approval must also provide the same detailed information in the email (including date of transaction, the detail of item purchased, values, receipt(s), and evidence that the bill has been paid).
- 4.2.6 The Policy could be clarified to state that Councillors can only claim for the cost of one (1) mobile plan up to a fixed number of GB or a maximum limit up to an amount of money, in line with modern mobile phone plan spend (we recommend revising the amount of \$150/month). The Policy could be clarified so that Councillors are/are not allowed to claim for handset cost or other device costs/subscriptions as part of a plan. Further, the summary table in the Policy could be updated to include the allowable amount per month for one mobile plan in case a Councillor wants to bring their own device.
- 4.2.7 It is recommended to increase the travel expense yearly threshold for the Deputy Mayor (higher than for other Councillors), as a Deputy Mayor is required to do more travel related to Mayoral duties, such as attending events.
- 4.2.8 It is recommended that the Policy requests Councillors to keep records of the Official Business that was attended for which expenses are claimed via the Policy. In addition, Council officers should question the Councillor to ensure that every (element of the) expense claim coming through is reasonable and in line with civic duties.
- 4.2.9 The Policy could request Councillors to provide more detail around providers for carer expense claims, and could at least require a statutory declaration that the provider is not a dependant, spouse or immediate family member (this may need to be defined in the Policy). This is especially relevant if the Council wants to enable non-registered businesses and individuals to be able to provide care services to Councillors outside hours civic duties where traditional child care/minding services do not operate, which could also be allowed/disallowed in the Policy.
- 4.2.10 The Policy could include examples of dependent care expenses that may be reimbursable, for example:
  - Babysitters, if the sitter is not a dependant of the employee or a spouse.
  - Au pairs or nannies who are paid household employees providing care in the employee's home.
  - o Before- and after-school care.



- Child care centres, which are usually separate facilities and not in a residence.
- Nursery schools and preschools, which focus on care and well-being, not on education.
- Day camp, if the purpose of sending the child is for the care and wellbeing of the child. For example, the child goes to day camp instead of the usual day-care centre.
- Eldercare costs relating to the care of a dependent adult who is unable
  to care for himself or herself if such expenses are not for medical
  services if the elderly person is a qualifying individual and in the case
  of services provided outside the Councillor's household if the person
  regularly spends at least eight hours each day in the Councillor's home.
- Examples of expenses that are not eligible include
  - o Cost for a child to attend kindergarten or a higher grade.
  - Camp when the child stays overnight.
  - Enrichment classes and summer school.
  - Nursing home and long-term care facilities.



# **GLOSSARY**

Reference	Definition
Article	The Sunday Telegraph on 31 October 2020
BDO	BDO East Coast Partnership
CCC	Cumberland City Council
Clr.	Councillor
Clr. Attie	Councillor Ned Attie
Clr. Campbell	Councillor George Campbell
Clr. Christou	Councillor Steve Christou
Clr. Cummings	Councillor Greg Cummings
Clr. Elmore	Councillor Glenn Elmore
Clr. Garrard	Councillor Paul Garrard
Clr. Hamed	Councillor Ola Hamed
Clr. Huang	Councillor Kun Huang
Clr. Lake	Councillor Lisa Lake
Clr. Rahme	Councillor Joseph Rahme
Clr. Saha	Councillor Suman Saha
Clr. Sarkis	Councillor Eddy Sarkis
Clr. Zaiter	Councillor Michael Zaiter
Clr. Zreika	Councillor Tom Zreika OAM
Engagement Letter	Engagement Letter dated on 9 November 2020
Period	The period of investigation is from 1 September 2017 to 31 October 2020
Policy	Councillor Expenses and Facilities Policy
Report	The investigation report
We, our, us	BDO East Coast Partnership



# **APPENDICES**

Appendix	Definition
Appendix 1	Councillor Expenses and Facilities Policy
Appendix 2	Clr. Saha - Travel Expenses - 616kms @0.68 cents per km = \$418.88 (RM00611382019)
Appendix 2	Councillor Expenses and Facilities Policy - Adopted 2 August 2017
Appendix 3	Clr. Hamed Reimbursement for Travel expenses - \$69.50. Doc ID 7864917
Appendix 3	Councillor Expenses and Facilities Policy - Adopted 13 December 2017
Appendix 4	Clr. Zaiter - Home Office Allowance \$600 Powerbeats \$303.99
Appendix 4	Detailed Schedule Fees and Charges Cumberland 2017-2018
Appendix 5	Clr. Sarkis - Travel Expenses Claim 2,496 km @ 78 cent = \$1,946.88 - Doc ID 8489573
Appendix 5	Cumberland City Council Code of Conduct
Appendix 6	Local Government (State Award) 2017
Appendix 7	List of 43 reimbursement childcare expenses claimed by Clr. Hamed
Appendix 8	Redacted
Appendix 9	Council meeting dated on 18 March 2020
Appendix 10	Council meeting dated on 19 February 2020
Appendix 11	Council meeting on 6 November 2019
Appendix 12	Clr. Campbell - Travel Expenses = \$250.92 (369kms @ 68 cents) Doc ID 7826267
Appendix 13	Clr. Campbell - Travel expenses - 493 km x 0.68 Cents (RM00856722018)
Appendix 14	Clr. Cristou - Fuel Reimbursement - \$59.37 - Doc ID 7875685
Appendix 15	Clr. Cristou - Home Office Allowance (deduct from \$600) - \$331.00 home office expense Doc ID - 8437389
Appendix 16	Clr. Christou - IPAD - \$547.33 (Deduct from \$600 Home office Allowance)
Appendix 17	Clr. Attie - Councillor Travel Expenses (Lunch, Parking, KMs and Toll Charges) - RM00989442019 \$548.11
Appendix 18	Clr. Campbell - 1,395kms ⊕ 0.68 Cents per Km = \$948.60 (period October - December 2018) - \$948.60
Appendix 1	Clr. Campbell - Travel Expenses - 611kms @ 0.68 cents - \$415.48
Appendix 20	Clr. Christou - Councillor Reimbursement - Travel Expenses \$363.12 RM00831182019
Appendix 21	Clr. Christou - Home Office Expenses - \$18.26
Appendix 22	Clr. Hamed - Councillor Phone Bill Expenses - \$1050.00 - RM00902462019 (7 months billings)
Appendix 23	Clr. Hamed - Home Office Expenses (deduct from \$600 annual allocation) - \$435.00 Screen Replacement and Case - RM01451832019
Appendix 24	Clr. Hamed - Councillor Home Office Expenses - IPAD - \$447.00 - RM00886192019
Appendix 25	Clr. Hamed · Phone Bill Expenses · \$300.00 · RM01119342019
Appendix 26	Clr. Zaiter - Councillor Home Office Expenses - IPAD - \$588.00 - RM00886462019
Appendix 27	Clr. Christou - Home Office Expenses - \$34.41- RM01187752019
Appendix 28	Clr. Saha - Travel Expenses - 839kms @ 0.68cents per km = \$570.52 - RM01061382019
Appendix 30	Clr. Saha - Home Office Allowance - RM00815792018 iPad \$600
Appendix 31	Clr. Saha - Travel Expenses - 588Kms @ 0.68 cents = \$399.84 (RM0164459)
Appendix 32	Clr. Cummings - Reimbursement to Mayor - \$249.17 for Cab charge - Korean Delegation - (RM00529382019)
Appendix 33	Clr. Hamed - Travel Expenses CDC conference - \$103.55
Appendix 34	Clr. Cummings - Travel Expenses 1,524km x 68 Cents (100512-7000-63504)
Appendix 35	Clr. Hamed - Home Office Expenses - Deduct \$57.57 from \$600 allocation - Doc ID 7972366
Appendix 36	Clr. Hamed - Phone Bill Reimbursement - \$150.00 - Doc ID 7912452
Appendix 37	Clr. Hamed - Phone Bill Expense - \$150.00 - Doc ID 8472305 Oct 2020



Appendix	Definition
Appendix 38	Clr. Hamed - Phone Bill Reimbursement - \$1062.13 - Doc ID 7888442
Appendix 39	Clr. Hamed - Reimbursement for Travel expenses - \$69.50. Doc ID 7864917
Appendix 40	Clr. Hamed - Laptop Bag - Home Office Allowance \$149
Appendix 41	Clr. Rahme - Reimbursement for mobile phone repair - \$170.00 Doc ID 7831529
Appendix 42	Clr Rahme - Reimbursement from home office (\$600 allowance) for IPAD Purchased. Reimburse \$600. Doc ID 7859471
Appendix 43	Clr. Saha - Home Office Expenses (Deduct from \$600 allowance) - \$281,20 - Doc ID 7942680
Appendix 44	Clr. Saha - Travel Expenses 895 km ⊛68 cents = \$608.60 - Doc ID 5867369
Appendix 45	Clr. Saha - Travel Reimbursement 404kms @68 cents = \$274.72 - Doc ID 7951667
Appendix 46	Clr. Sarkis - Expenses Claim IPAD - Deduct from \$600 Home Office Allowance - \$582.34
Appendix 47	Clr. Sarkis - Travel Expenses Reimbursement 3,444kms@ 78 cents per KM - \$2686.32. Doc ID 7927269
Appendix 48	Clr. Sarkis · Travel Expenses 2,951km x 78 cents =\$2,301.78 · Doc ID 8267276
Appendix 49	Clr. Zaiter - Home Office Allowance \$600: Powerbeats \$303.99
Appendix 50	Clr. Hamed - Travel Expenses for CDC training at 12 Sep 19 around trip - \$228.59 (\$100.49 +\$128.10) - RM01232132019
Appendix 51	Clr. Sarkis - Travel Expenses Claim 2,496 km @ 78 cent = \$1,946.88 - Doc ID 8489573

 $<sup>^{\</sup>rm i}$  9 July 2019, 14 Aug 2019, 3 Sep 2019, 8 Sep 2019, 12 Nov 2019, 9 Dec 2019, 12 Dec 2019



Item No: C02/21-671

# **OUTCOME OF LEASE NEGOTIATIONS - ORIOLE PARK SITE**

Responsible Division: Finance & Governance

Officer: Director Finance & Governance

File Number: 8678941

Community Strategic Plan Goal: Transparent and accountable leadership

# **SUMMARY**

This report provides Council an update on the finalised lease negotiations for the lease of the former Oriole Park Baseball stadium site.

# RECOMMENDATION

# **That Council:**

- 1. Enter into an Agreement for Lease with Western Sydney Wolves over the site area outlined in this report for a period of 18 months, contingent on funding being sought to deliver the project based on an approved program of works and relevant planning approvals.
- 2. Subject to a Plan of Management being adopted which incorporates the site, enter into a lease for 20 years with Western Sydney Wolves for a commencing annual rent amount of \$505 per annum in lieu of the capital works program being undertaken; and
- 3. Delegate authority to the General Manager to finalise the agreement documentation.

# **REPORT**

At the Ordinary Meeting of Council held on 19 August 2020, it was resolved (Min. 811) that Council:

- "1. Note the potential uses for the site submitted by proponents through the Expression of Interest Process;
- 2. Accept in principle the submission made by the Western Sydney Wolves as the use conforms to the zoning of the site;
- 3. Further negotiate the final terms of the proposal and a 20 year lease; and
- 4. Receive a further report in future outlining the results of the negotiation process."

Subsequently, Council has continued to meet and negotiate with Western Sydney Wolves with an aim of reaching an agreement. Currently, the Western Sydney Wolves



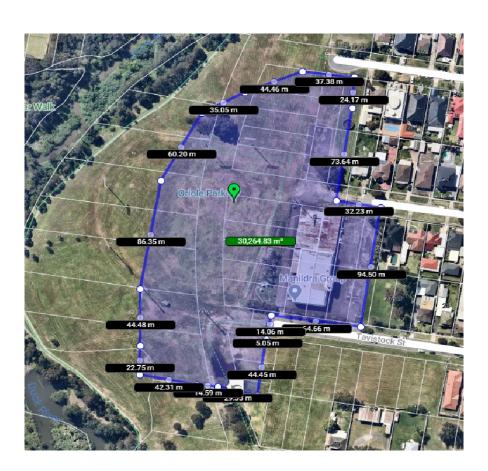
require an Authority for Lease document to be entered into prior to them applying for funding from the NSW Government.

It is important to note that any proposed lease would be contingent on this funding being granted, and if the funds were not granted, the proposed agreement would terminate immediately.

Further, part of Oriole Park is Crown Land and requires a Plan of Management to be adopted before the granting of a long term lease. Council is currently working through this process. It is proposed as part of these negotiations, that a short time licence agreement of up to 18 months be approved to enable the Western Sydney Wolves to apply for funding and submit a Development Application. The lease is proposed to commence once the generic parks Plan of Management is adopted by Council and endorsed by the Minister, estimated late 2021.

The agreement for lease and lease amount would be at an annual commencing rent of \$505 per annum, in line with the minimum Crown Land rent. This amount recognises the significant amount of Capital Works proposed on site. This amount also recognises that at the end of any tenure over Crown Land, that the development transfers to Council as the owner of the land/Crown Land Manager.

Council is currently in negotiations with Nokia and Vodafone with respect to the relocation of the existing Telecommunications tower and infrastructure. Should this infrastructure not be able to be moved, Council will adhere to the outline shown below as closely as possible in preparing the agreement. The total lease area requested by Western Sydney Wolves is 30,000sqm.





#### **COMMUNITY ENGAGEMENT**

Council will provide 28 days public notification of the proposed lease. Should there be opposition to the proposal, a report will be provided back to Council for determination.

#### **POLICY IMPLICATIONS**

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

#### **RISK IMPLICATIONS**

There are risks associated with the Western Sydney Wolves not being to obtain funding, which would limit the community benefit on site. This will be mitigated by making the formal lease commencement contingent on funding and development approval.

#### **FINANCIAL IMPLICATIONS**

Whilst Council will receive a minimal lease charge per annum, the capital works being undertaken on site are significant and the asset will transfer to Council at the termination of the lease.

#### CONCLUSION

Council has now negotiated terms with the Western Sydney Wolves, in accordance with the previous Council resolution. It is now recommended that Council endorse the report recommendation.

#### **ATTACHMENTS**

Nil



Item No: C02/21-672

#### RESPONSE TO NOTICE OF MOTION - SKATE PARK IN GREYSTANES

Responsible Division: Works & Infrastructure

Officer: Director Works & Infrastructure

File Number: HC-20-02-15

Community Strategic Plan Goal: A great place to live

#### **SUMMARY**

This report provides a response to the Notice of Motion – Skate Park in Greystanes (Min. 487) raised at the Council Meeting of 1 July 2020.

#### RECOMMENDATION

That Council endorse in principle the co-location of a Skate Park within the Guildford Pool complex, subject to the outcome of the community engagement process.

#### **REPORT**

#### Background

At the Ordinary Meeting of Council on 1 July 2020, a Notice of Motion (Min. 487) was raised regarding identifying a location for a skate park in the Greystanes area. In considering this item Council resolved the following:

"That Council advise on previous reports with respect to a skate park in the Greystanes area as this has been ongoing for some years, identifying appropriate locations for the same".

#### Open Space and Recreation Strategy

Cumberland City Council's Open Space and Recreation Strategy identifies that skate and youth precincts provide for both active recreation and space such as skate parks, BMX tracks, and youth plazas. It is best practice to design spaces for safety and colocate with indoor sports or youth centres, provide amenities, seating, shelter, lighting, shade and bins and locate facilities close to public transport, shops and schools. Cumberland has an existing skate area at Granville Park, Merrylands and an expression of interest has commenced for a regional skate park facility at Wyatt Park.

Industry benchmarks indicate that one regional level youth recreation space should be provided per 50,000 people as a minimum. Cumberland is under-supplied for youth recreation spaces with benchmarking indicating at least four additional regional facilities needed by 2026. A neighbourhood skate park in the Greystanes Ward or



Prospect Electorate would provide a geographic spread of facilities, for wheeled sport participants and youth across the Cumberland Local Government Area.

#### Summary Analysis of Potential Skate Park Locations

Assessment of suitable locations commenced in 2017 including community engagement. Attachment 1, 2, 3 and 4 provide the relevant reports for the following identified locations; Bathurst Street Park, Greystanes Sportsground, Dirrabari Reserve, Darling Street park. These locations were considered unsuitable for a skate park due to the lack of security, access to amenities and impacts on neighbours. The consultants undertaking the assessment also eliminated the following sites in an initial feasibility study; Alpha Road Park, Hyland Road, Nemesia Street Reserve, Roberta Street Park.

Assessment of further sites identified through a Councillor workshop in December 2018 considered the following locations; Civic Park, CV Kelly Park, Daniel Street Park, Gipps Road Sportsground, Girraween Park, Harold Read park, Pendle Hill Park. A summary of staff assessment is provided in Attachment 5. The Gipps Road Sportsground was considered appropriate against the key criteria of security, access to amenities and impacts on neighbours. An assessment of potential locations was undertaken and is provided in Attachment 6 identifying two locations.

A summary of skate park location analysis between 2017 to 2020 is provided in attachment 7.

#### Proposed Skate Park Location Guildford Swimming Pool

An unsuitable skate bowl was filled in and converted to open space in 2015 at Guildford swimming pool following a Council resolution considering the low utilisation and the high skill level required to safely use the facility. A high-level assessment provided below, identifies this location is the most suitable considering the same criteria as the previous reviews.

Table 1. Location assessment against key criteria

Opportunities	Constraints		
<ul> <li>Open space, level turf area</li> <li>Appropriate size for Neighbourhood- District level skate park (approx. 700sqm area)</li> <li>No flooding or easements</li> <li>Good natural surveillance from Tamplin Road and through from Fowler Road and surrounding facilities</li> <li>Co-located facilities/multi-use space</li> <li>Shade provision</li> <li>Access to pedestrian pathways</li> <li>Potential cycle link connections to future Pipeline Corridor</li> </ul>	<ul> <li>Distance from amenities and parking</li> <li>No connection to existing cycle links</li> <li>No existing designated seating and viewing areas</li> <li>Not in proximity to major community centre or schools</li> <li>Proximity to residences</li> </ul>		



- Close proximity to Public Transport- bus service on Guildford & Tamplin Roads
- Parking availability through colocated facilities
- Space for temporary seating and associated infrastructure for events
- Emergency vehicle access (double gate located at rear)
- Close proximity to food/drink services at Pool facility
- Proximity to youth interest areas (swimming pool, sportsground)

The location identified is the open space area at the back of Guildford Swimming Pool below. There is a significant capital project endorsed for the modernisation of Guildford Swimming Pool, it is relevant to connect both projects.

Figure 1 - Proposed skate park location Guildford Swimming Pool



#### Modernisation of Guildford Swimming Pool

In December 2017 Council endorsed a modernisation capital program including Guildford Swimming Pool (Pool). The Pool is highly utilised throughout the year with a large learn to swim enrolment, active Swimming club and regular recreational swimmers. The Pool currently does not comply with the guidelines for water reticulation, the outdoor pool has significant structural issues and is leaking continuously, there are significant accessibility constraints and low water sight lines. A detailed assessment was undertaken in 2013 and the consultant report is provided in Attachment 8. Since 2013 urgent works were undertaken to the roof structure however the roof purlins were not replaced, and the roof continues to leak.



It is recommended to finalise concept and designs for Guildford Pool which incorporate a skate park.

#### **COMMUNITY ENGAGEMENT**

Community engagement for the skate park was undertaken in 2017 and 2018, the reports are provided in Attachment 1 and 4. If this recommendation is endorsed, further community engagement is recommended on both the Guildford Swimming Pool modernisation project and the proposed co-location of the skate park.

#### **POLICY IMPLICATIONS**

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

#### **RISK IMPLICATIONS**

There are financial risks if either project is not adequately scoped, costed and community engaged prior to commencement of detailed design and construction.

#### FINANCIAL IMPLICATIONS

An estimate of \$250,000 will be required to commence the project planning and concept design phase, which will be recommended for inclusion in the Capital Works program 2021/22.

#### CONCLUSION

This report provides a summary of the analysis of locations for a skate park in Greystanes and identifies a new location in Guildford Swimming Pool for consideration. The Guildford Pool location addresses key criteria for a skatepark including security, access to amenities and impacts on neighbours. The Modernisation of Guildford Swimming Pool project is recommended to commence with engagement, planning and concept design.

#### **ATTACHMENTS**

- Community Engagement Report Greystanes Skate Park 2017 <u>4</u>
- 2. Site Evaluation Report Greystanes Skate Park 2018 J.
- 3. Site Evaluation Report Greystanes Skate Park 2018 J.
- 4. Community Engagement Report Greystanes Skate Park 2018 J.
- 5. Alternate Site Locations Assessment Report 2019 \$\mathcal{J}\$
- 6. Feasibility Study Gipps Road Sporting Complex Skate Park 2019 4
- 7. Greystanes Skate Park Location Analysis Summary 2020 J.
- 8. Swim Centres Modernisation Assessment Report 2013 J.

## DOCUMENTS ASSOCIATED WITH REPORT C02/21-672

# Attachment 1 Community Engagement Report Greystanes Skate Park 2017





# Community Engagement Findings: Have your say on the preferred location for a new skate park in Greystanes

















July 2017



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#### Introduction

#### **BACKGROUND**

On the 3 May 2017, Council resolved to endorse the need for a neighbourhood scale skate park in the Greystanes area. A background study - Greystanes Skate Facility Planning & Concept Design Study 2017 - was undertaken to identify skate park needs and opportunities across Cumberland in order to provide the necessary planning context for the Greystanes proposal.

The study identified that neighbourhood skate parks have a service area of around 3kms travel distance, serving a population of around 25,000 Cumberland residents. The study assessed a total of ten sites in and around the Greystanes area. Three potential preferred sites were identified as a result of a preliminary site assessment study - Bathurst Street Park, Greystanes Sportsground and Dirrabari Reserve which are all within 3kms from the centre of Greystanes.

This report summarises the findings of the community engagement program undertaken by Council from 8 June to 16 July 2017 to gain community feedback on the preferred location for the skatepark based on the 3 proposed sites.

This is in addition to earlier work undertaken by Council, which included a Youth Needs Assessment Study completed in October 2016 and further engagement of young people, community organisations and other stakeholders during the development of the Cumberland Youth Strategy and the 2017 Youth Week Event. Another round of consultation will be undertaken in relation to the detailed design of the Skate Park once the final site is determined.

The engagement program has been undertaken concurrently with a detailed expert assessment of the 3 sites by two independent specialist skatepark planning/design consultancy firms. Expert assessments along with the online survey results will then be reported back to Council to determine the recommended site taking into consideration community feedback and expert assessments.

#### COMMUNITY ENGAGEMENT

The central purpose of the engagement program was to seek community feedback on the preferred site for the skatepark and to provide all community members with an opportunity to have their say. The engagement program also enabled the community to identify alternate sites for consideration, to highlight support for the facility and/or any concerns about particular locations and for all voices to be heard and considered in the selection of the preferred site.

Community engagement activities and outcomes detailed in this report include:

- Findings of the online survey (open from 8 June to 17 July 2017);
- Findings of the surveys and consultations completed by young people participating in the school engagement program undertaken with 3 local primary and high schools;
- Findings of the surveys undertake with children, young people, parents and guardians at Pemulwuy Marketplace on 24 June 2017;
- Findings of the surveys completed at the Pop Up Skatepark event held on 16 July at Bathurst Street Park, Greystanes.

The findings in this report, whilst not an accurate representation of the broader community (not statistically valid), provide Council with an indication of community feedback in relation to the proposed skatepark and particularly highlight the concerns of residents and local park users.

The survey results highlight a range of community perspectives in relation to the project. Some residents have made contact with Council via phone and in person to express concern about a particular site, whilst others have expressed support for the project. Similar views were expressed to Council staff by community members participating in the Pop Up Skatepark held in Bathurst Street on 16 July. Capturing and listening to all resident views



is an integral part of any engagement process. The community engagement program will assist Council in understanding the level of community support for the project, and help to identify key concerns of residents, which in turn Council can seek to address in the next phase of the project.

It should be noted that Cumberland Council staff developed and administered the community engagement activities detailed in this report. Council staff also undertook analysis of survey responses and wrote the resultant report.

#### Community Engagement Program, Promotion and Participation

Council delivered and achieved the following levels of participation in relation to the community consultation program for the skatepark from 8 June to 17 July 2017:

ENGAGEMENT ACTIVITY	NO. OF RESPONSES/PARTICIPANTS
Online survey (open from 8 June to 17 July 2017)	780 surveys completed
Hard copy surveys completed:	122 surveys completed
<ul> <li>by students at Greystanes High School on 16 June 2017.</li> </ul>	
<ul> <li>by students at Beresford Primary School on 19 June 2017.</li> </ul>	
<ul> <li>at the Pemulwuy Marketplace held on Saturday 24 June.</li> </ul>	
Hard copy surveys completed at the Pop Up Skatepark event held on 16 July	50 surveys completed
at Bathurst Street Park, Greystanes.	
TOTAL SURVEYS	952 survey responses
School engagement program (completion of quick poll and preliminary ideas	130 participants
on skatepark) undertaken with year 6 students at 2 local primary schools:	
Beresford Primary School on 19 June (57 students)	
Pendle Hill Public School on 28 June (73 students)	
TOTAL PARTICIPANTS	1,082 participants engaged

To promote the engagement program Council undertook the following activities:

- Information about the skatepark survey was placed on the Council website at www.cumberland.nsw.gov.au/have-your-say.
- Information about the online survey and pop up skatepark event was promoted in the Cumberland Council Newsletter distributed to all households in Cumberland in June 2017 (see Appendix A).
- Council developed and distributed a DL notice to 1,000 residents in the areas surrounding the 3 potential sites
  encourage them to come to the event on 16 July and participate in the online survey (see Appendix A). This
  notice was also distributed community networks.
- The event and online survey was promoted via Council's social media including a Facebook post promoting the survey on 7 June and in the Council E-News on 12 July 2017, 27 June 2017 and 16 May 2017.
- The 'pop up skate park' was promoted via a letterbox drop of the Locale Festival Guide to all residents across Cumberland.
- Council issued a press release about the project on 4 May 2017 and 21 June 2017. The 'pop up skate park' was
  promoted in the Council July youth school holiday program as well as to the 2,000 families who access Council's
  vacation care and children's services programs. Council approached 9 local primary and high schools to
  undertake the skatepark survey. 3 of the schools participated, but due to school holidays the remainder were
  unable to but were supportive of participating in the next phase of consultations. The event and survey was also
  promote to parents of the students participating in local school consultations via a parental permission note.
- The event and survey was promoted to sport ground users of Bathurst Street Park and Greystanes Sportsground through the former 355 committees and sporting clubs.
- Council also included information in Council notices in the Parramatta Holroyd Sun on 6 July 2017 and Parramatta Advertiser on 5 July to promote the engagement program.



#### **Survey Findings**

An online survey seeking feedback on the preferred location for the new skate park was open between 8 June and 17 July 2017 (see survey instrument included in Appendix B).

A total of 952 participants completed the survey. This included via the online survey link, as well as hard copy surveys administered at local schools, at Pemulwuy Marketplace on 24 June and at the Pop Up Skatepark event held on 16 July at Bathurst Street Park, Greystanes.

An additional 130 year 6 students from two local primary schools were consulted to gauge their support, ideas for the skatepark and preference for the skatepark location.

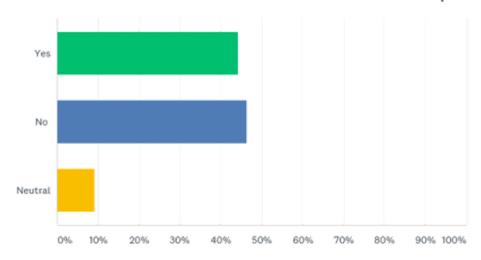
Key findings from the survey and school engagement program are followed by a demographic analysis of surveyed participants below.

#### Presentation of Data

#### SURVEY RESULTS:

#### Q1: Do you support a skate park facility in the Greystanes/Pemulwuy area?

[Answered: 952 Skipped: 0]



44.3% of respondents (422) support a skatepark in the Greystanes/Pemulwuy area, 9.2% of respondents (88) were neutral in their support, 46.4% (442) were not in support of the skatepark. The reasons for each are outlined below as well as a demographic profile of respondents.

#### DEMOGRAPHIC SNAPSHOT OF RESPONDENTS BY LEVEL OF SUPPORT:

#### Age:

•	-	_	
	•		

TOTAL	422	100%
Not specified	4	1%
Over 60	11	3%
Under 12	37	9%
18 - 25	41	10%
45 - 60	65	15%
12 - 17	85	20%
26 - 44	179	42%
I E 3:		

#### **NEUTRAL:**

44	50%
18	20%
11	13%
8	9%
5	6%
1	1%
1	1%
88	100%
	18 11 8 5 1

NO:

TOTAL	442	100%
Not specified	17	4%
12 - 17	3	1%
Under 12	4	1%
18 - 25	27	6%
Over 60	97	22%
45 - 60	148	33%
26 - 44	146	33%
NO:		



#### Top 3 Postcodes:

#### YES:

Postcode	No. of respondents	%
Top 3 postcodes:		
2145	355	84%
Greystanes,		
Girraween,		
Pemulwuy,		
Mays Hill,		
Pendle Hill,		
South		
Wentworthville,		
Wentworthville,		
Westmead		
2160	16	4%
Merrylands		
2148	9	2%
Prospect		

#### **NEUTRAL:**

Postcode	No. of	%	
	respondents		
Top 3 postcodes:			
2145	70	80%	
Greystanes,			
Girraween,			
Mays Hill,			
Pemulwuy,			
Pendle Hill,			
South			
Wentworthville,			
Wentworthville,			
Westmead			
2144	5	6%	
Auburn			
2160	3	3%	
Merrylands			

#### NO:

Postcode	No. of respondents	%
Top 3 postcod	es:	
2145	222	50%
Girraween,		
Greystanes,		
Mays Hill,		
Pemulwuy,		
Pendle Hill,		
South		
Wentworthville,		
Wentworthville,		
Westmead		
2160	27	6%
Merrylands		
2146	6	1%
Toongabbie		

#### REASONS FOR RESPONSE:

#### YES (support a skatepark in Greystanes area)

422 respondents support a skatepark in the Greystanes area. The reasons 'why' are outlined in detail in Appendix D and key themes summarized below:

Why do you support?	No. of Respondents
Something for kids to do - great healthy, outdoor activity	64
Local facilities to use, close to home	56
Safe for kids	12
Meets local youth needs	9
Affordable and accessible activity for all ages	6
Good for the community	4
Other	9
Not specified	259

#### **NEUTRAL**

88 respondents answered 'Neutral' when asked if they supported a skatepark in the Greystanes area. Reasons reported by survey participants as to 'why' are outlined in detail in Appendix D and key themes summarized below:

Why?	No. of Respondents
Location / Impact on other facilities	5
Safety issues/costs	2
Antisocial behaviour	6
Poor design or maintenance	2
No personal impact	4
Not specified	71

#### NO (Do not support skatepark in area)

442 respondents did not support a skatepark in the Greystanes area. Reasons reported by survey participants as to 'why' are outlined in detail in Appendix D and key themes summarized below:

Why?	No. of	
	Respondents	
Location not suitable or Impact on park/loss of facilities	27	

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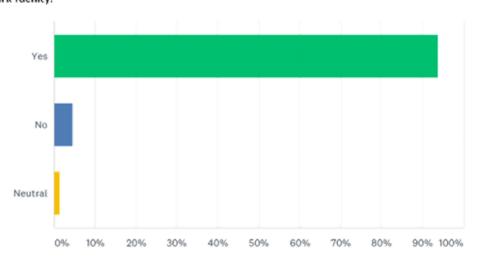


Why?	No. of Respondents
Not in Bathurst Street (9)	
Not in Pemulway/at expense of dog park (13)	
Not in Greystanes Sportsground (1)	
Anti-social behavior Attracts trouble/"undesirables" to area (14) Graffiti/vandalism/rubbish/Drugs (4)	28
Noisy/impact on neighbours	10
Not wanted or needed/Money better spent	10
Community safety	8
Only for skaters/don't skate	2
Traffic issues, congestion	2
Other	4
Not specified	365

#### SCHOOL ENGAGEMENT POLL:

[Answered: 130] Q1: Do you support a skate park facility in the Greystanes/Pemulwuy area?

An additional 130 year 6 students from two local primary schools were consulted to gauge their support for the skate park facility.



Answer Choices	Responses
Yes	93.85% 122
No	<b>4.62%</b> 6
Neutral	1.54% 2
Total	130



Q2: Council is considering three potential sites for the skate park. Please rank your preferred site in order of priority (with 1 being your first preference):

SURVEY RESULTS: [Answered: 909 Skipped: 43]

	First preference	Second preference	Third preference	Total	Weighted Average
Greystanes Sportsground	<b>51.80%</b> 460	<b>37.73%</b> 335	<b>10.47%</b> 93	888	1.5
Dirrabari Reserve (in Pemulwuy)	<b>21.61%</b> 183	<b>42.15%</b> 357	<b>36.25%</b> 307	847	2.1
Bathurst Street Park (in Greystanes)	<b>45.11%</b> 263	<b>32.59%</b> 190	<b>22.30%</b> 130	583	1.5

Greystanes Sportsground was the preferred site based on first preference (440 or 52.3% of respondents).

#### SCHOOL ENGAGEMENT POLL:

[Answered: 171]

Preference for location of skatepark as identified through school engagement program:

Preferred site	Number of votes	%
Greystanes Sportsground	49	38%
Dirrabari Reserve	9	7%
Bathurst Street Park	72	55%
Total	130	100%

#### Q3: Is there another site you would like Council to consider? If so, please specify:

[Answered: 144 Skipped: 808]

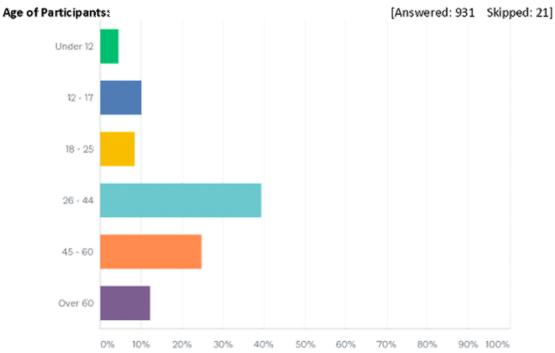
Alternate Location for Skatepark	Number of Mentions
Darling Street Park, Greystanes	19
Merrylands Oval/Park/Sports ground	9
Alpha Street Park	5
Daniel Street Park, Greystanes	5
Gipps Road	5
Daisy Street	4
Central Gardens	3
Kippax Street	3
(Merrylands)	3
Prospect Hill/Park	3
Holroyd Gardens	2
Hanbury Street Park	2
Maple Street Park	2
Hopman Street Park	2
Jonathan Street Park	2
Adler Parade Park, Greystanes	1
(Auburn)	1
Damien Ave Park	1
Dawn Street Park	1
Guildford west or Auburn Botanical Gardens	1

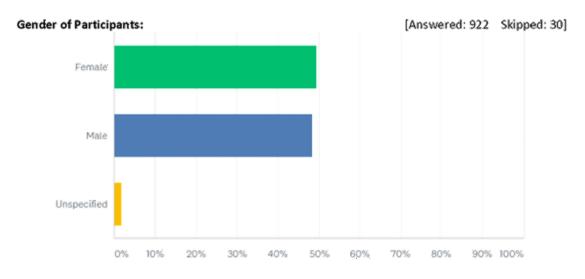


Alternate Location for Skatepark	Number of Mentions
Hyland Reserve	1
Gregory Street Park, Greystanes	1
Nemesia Street Park, Greystanes	1
Ringrose Avenue Parkland	1
Roberta Street Park	1
Rossford Street Reserve	1
Wyatt Park, Auburn	1
Other comments:	3
Any of the parks in the flower streets in Greystanes	
Along the canal walkway near Holroyd High	
Near Council pools	

#### **Survey Participants**









#### Postcode of Participants:

Postcode	Total no. of respondents	% of respondents	Yes - Support	Neutral	No - Don't support
Cumberland LGA:					
2145 Girraween, Greystanes, Mays Hill, Pemulwuy, Pendle Hill, South Wentworthville, Wentworthville, Westmead	647	68%	355	70	222
2141 Lidcombe, Berala, Rookwood	2	0.2%	1		1
2143 Regents Park	3	0.3%	3		
<b>2144</b> Auburn	10	1%	2	5	3
2146 Toongabbie	8	0.8%	1	1	6
2148 Prospect	9	0.9%	9		
2160 Merrylands	46	5%	16	3	27
<b>2161</b> Yennora, Guildford	6	0.6%	2	1	3
2164 Wetherill Park, Smithfield, Woodpark	5	0.5%	5		
Outside Cumberland LGA:					_
2150 Parramatta, Harris Park	6	0.6%	1	2	3
2153 Baulkham Hills, Bella Vista, Winston Hills	4	0.4%	4		
2154 Castle Hill	2	0.2%	1		1
2147 Seven Hills, Kings Langley, Lalor Park	6	0.6%	1	2	3
2770 Mount Druitt, Shalvey, Minchinbury, Hebersham, Willmot, Lethbridge Park, Whalan, Tregear, Emerton, Bidwill, Blackett, Dharruk	2	0.2%	1		1
<b>2774</b> Blaxland, Warrimoo, Mount Riverview	1	0.1%	1		
Not specified TOTAL	195 <b>952</b>	20% 100%	19 <b>422</b>	4 88	172 <b>442</b>

#### **School Engagement Consultation**

Consultations were undertaken with 130 students at Beresford Primary School on 19 June (57 students) and Pendle Hill Public School on 28 June (73 students). In addition to voting on their preferred site for the skatepark, the students provided the following ideas for the skate park.

#### Ideas/features of the new skate park:

- Create a skate park that has different sections and caters for specific age groups and different skill levels
- · Chill out zone for socialising
- Make it family friendly e.g. BBQ area/facilities
- Make parent friendly e.g. have a portable barista, have seating that promotes socialising
- Parent friendly a skate park that enables the parents to have constant supervision over their children
- Signage stating skate park rules
- · Safety warning signs
- Aboriginal Art/Graffiti art fusion
- · Different types of ramps e.g. bowls, half pipe etc
- Proper fencing



- · Proper lighting
- · Skate Board and Scooter rental services
- · Future skate competitions for all ages

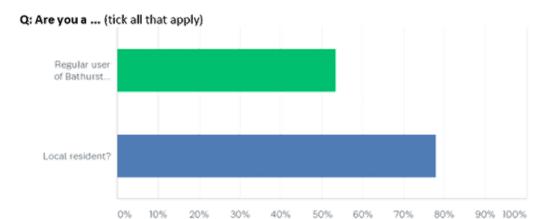
The students expressed the following concerns for the new skatepark:

- Skate park won't be age appropriate
- · Facilities been taken away from Bathurst St Park in order to make room for the new skate park.

#### Additional Questions – Pop Up Skate Park at Bathurst Street on 16 July

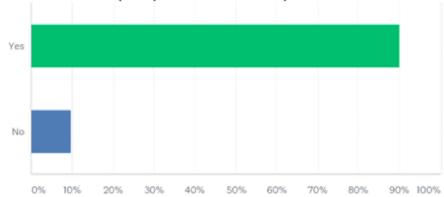
A total of 49 participants completed the survey conducted as part of a community engagement stall held at the Pop Up Skatepark Event held on 16 July 217, 1 – 4pm at Bathurst Street Park. It should be noted that 8 people had also previously completed the survey online.

The following additional questions were asked of participants attending the park consultation:



Answer Choices	Responses	
Regular user of Bathurst Street Park?	53.66%	22
Local resident?	78.05%	32
Total Respondents: 41		











#### APPENDIX A – PROMOTIONAL MATERIAL/RESIDENT NOTIFICATION



## Pop-Up Skate Park and Free Workshops

Close to Home

Cumberland Council invites skaters, scooters of all abilities to share your thoughts on skate parks and facilities in the local area.

Free coaching workshops will be run by professional accredited coaches from beginners to advanced levels. Each workshop will run for 20 minutes with limited places for each workshop.

Bring your own skateboard or scooter and helmet - equipment also available for loan.

Everyone must sign a Participant Agreement Form before riding. If you are under 18 and want to ride on the day, please ask your parent or guardian to register online: cumberland.nsw.gov.au/skatepark

Date: Sunday 16 July 2017

Time: 1pm - 4pm

Venue: Bathurst Street Park, Bathurst Street,

Greystanes

Age: 3 years and over (parent / guardian consent

required for those under 18)

Cost: Free entry to skate park and free to ride

A Pop Up Skate Park will be held at Bathurst Street Park, Greystanes

Sunday 16 July 2017, 1pm - 4pm

Come along and have your say on a proposed location for a skate park in the Greystanes area.

#### OR

Complete the survey online cumberland.nsw.gov.au/ have-your-say

(closes 12am, 16 July 2017)

We wish to advise surrounding residents and their families of the potential increase in traffic and noise.



JUNE 2017



## Cumberland Council Community News



THE NEW BUDGET WILL TRANSFORM AUBURN'S BOTANIC GARDENS INTO AN ENTERTAINMENT PRECINCT

## \$184.5 million injected into Cumberland

Cumberland Council's 2017/18 budget will focus on new playgrounds, roads, footpaths, community and sporting venues.

To achieve this Council will spend \$24.7m on roads, traffic and street cleaning; \$4.4m on footpaths and cycleways; \$12.9m on park upgrades; and \$15.4m on community facilities.

Highlights of the budget include:

- \$3.5m on a Regional Sporting Complex at Gipps Road
- \$2.6m in upgrades to Central Gardens and Auburn Botanic Gardens
- \$5m towards a \$20m Granville Multipurpose
   Community Centre, Library and Regional Gallery
- \$1m expansion of Auburn Library

The spending priorities have been determined by you. Over the last year Council undertook extensive consultation to find out your vision for the area. The Operational Plan and Budget is our effort to make this vision a reality.



CENTRAL GARDENS WILL RECEIVE UPGRADES INCLUDING A UNIVERSALLY ACCESSIBLE PLAYGROUND AND WATER PLAY PARK.

New Skate Park for Greystanes!

Where do you want it?

Construction of a \$572,000 Skate Park for Greystanes is scheduled to begin by the end of 2017.

Council has identified three sites for the park, all within three kilometres of the centre of Greystanes:

- Bathurst Street Park
- Greystanes Sports Park
- Dirrabari Reserve

Tell us your preferred location at the have your say section of cumberland.nsw.gov.au





## Announcements

#### Close to Home - Pop-Up Skate Park and Free Workshops

When: Sunday 16 July 2017, 1-4pm Bathurst Street Park, Bathurst Street, Greystanes

Age: 3 years and over (parent/guardian consent required for those under 18).

Cost: Free entry to skate park and Free to ride.

Cumberland Council invites skaters and scooters of all abilities to share your thoughts on skate parks and facilities in the local area which will let riders ride locally.

Free coaching workshops will be run by professional accredited coaches from beginners to advanced levels. Bring your own skateboard or scooter and helmet equipment also available for loan.

Everyone must sign a Participant Agreement before riding. If you are under 18 and want to ride on the day, please ask your parent or guardian to register online at: www.cumberland.nsw.gov.au/ skatepark

#### Cumberland Council Sportsground and Community Facility Bookings

Cumberland Council has recently resolved to change the method of operating sportsgrounds and some community facilities within the former Holroyd City Council Local Government Area.

As a result of this change, Section 355 Committees cease to operate as of 30 June 2017.

Any group now wishing to book a Council facility, please contact Council's Bookings Officers on **8757 9000**.

Should you have any further enquiries regarding this matter, please contact Council's 355 Transition Project Officer, Ms Marika Kahle on 9840 9820.

Office hours 8am to 4.30pm, Monday to Friday. All correspondence should be addressed to the Interim General Manager. Ordinary Council Meetings occur on the first Wednesday of each month (except for January) commencing at 6pm.

The venue for Council Meetings is 16 Memorial Avenue, Merrylands. For more information on Council Meetings, please call 9840 9731 or visit our website.

Cumberland Council | 16 Memorial Avenue (PO Box 42), Merrylands NSW 2160 | Interim General Manager: Malcolm Ryan

T 8757 9000 F 9840 9734 W cumberland.nsw.gov.au

E council@cumberland.nsw.gov.au Cumberland Council Sydney



#### APPENDIX B: SURVEY INSTRUMENT



#### New Skate Park for Greystanes! Where do you want it?

#### Have your say on the preferred location for a new skate park

Council is looking to develop a new Skate Park for Cumberland. The skate park would accommodate both skateboard and scooter riders. A preliminary site assessment has identified 3 potential locations, all within three kilometres of the centre of Greystanes. We are seeking the community's views on the preferred location.

[ADDITIONAL QUESTIONS FOR SURVEY ADMINISTERED DURING FACE TO FACE ENGAGEMENT:]

1.	Have you already completed this surve	ey online?			
	☐ YES ☐ NO				
	If yes, end of survey.				
2.	Are you a (tick all that apply)				
	☐ Regular user of Bathurst Street Park	k?			
	☐ Local resident?				
3.	Do you live within 5 km of this park?				
	☐ YES ☐ NO				
[0]	NLINE SURVEY QUESTIONS - ASKED ALL	RESPONDENTS:]			
4.	Do you support a skate park facility in	the Greystanes/Pem	ulway area?		
	☐ YES ☐ NO ☐ Neutral				
	Why?				
5.	Council is considering three potential	sites for the skate pa	rk. Please rank your p	oreferred site (in orde	er of priority
	with 1 being your first preference):				
	Site	1 <sup>st</sup> preference	2 <sup>nd</sup> preference	3 <sup>rd</sup> preference	]
	Greystanes Sportsground				
	Bathurst Street Park (in Greystanes)				

6. Is there other site you would like Council to consider? If so, please specify:

Dirrabari Reserve (in Pemulwuy)





ABOUT YOU: Your age:
☐ Under 12 ☐ 12 - 17 ☐ 18 - 25 ☐ 26 - 44 ☐ 45 - 60 ☐ Over 60
What is your gender?
□ Female
☐ Male ☐ Unspecified
What is your postcode?  To stay informed about the next steps of the skate park development and to participate in the detailed design consultations, please provide your contact details below:
(Please note if you are under 16 years, Council is not allowed to collect personal contact information of people under 16 years without parental permission. You will need to provide contact details for a parent or guardian.)
Name:
Email:
Mobile (for SMS updates):



#### APPENDIX C: COMMUNITY ENGAGEMENT POSTERS



## Benefits of Skateparks...

### A well-designed skatepark provides a range of benefits:



#### Provides a safe place to get children and young people active and healthy

Skatoparka support vibrant, healthy communities, just like many other athletic and sporting facilities. Neighbourhood skateparks allow yourges skaters/scooter riders to recenare safety, close to home (and gots them away from technology).



## Skating in a park is much safer than skating in the streets

If we don't have a skatepark, people will continue to ride on roads, carparks, town controls. Providing a skatepark will draw stateboarders away from less appropriate areas.



#### Activities for young and old and brings communities together

Skateparks can accommodate a range of activities, ages and abilities including rollerbladers, scooter riders, skateboard riders and BMX riders. Workshops, lossens, school holiday programs and events will support skill development and support the positive activation of the facility.



#### A culture based on respect

Every good skatepark has a group of regular patrons. The skating and SMX culture is based on mutual respect, social networking, artistic expression and encourages social cohesion and positive, caring behaviour.



## Low cost makes it accessible to everyone

Skateboarding and scooter is inexpensive and an activity that anyone can learn to do.



#### A sport growing in popularity now an Olympic sport

Skateboarding will be part of the 2020 Summer Games in Tokyo, Japan.



#### Did you know:

1 in 6 residents in Cumberland are children aged 0 - 11 years old (17.4% of the total population)

1 in 5 residents in Cumberland are young people aged 12 - 25 years old (20.2% of the total population)

C02/21-672 - Attachment 1





## $Neighbourhood\ skateparks:$

- have a service area of around 3km travel distance
- serve a population of around 25,000
- need to be a minimum of 1,000m<sup>2</sup> in size









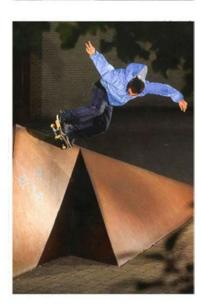




















## Overview of process for developing the Greystanes Skatepark

STEP 1

### Site Assessment and Community Feedback.

This is currently in process with a two-tiered approach involving community engagement and expert assessment (by two leading skatepark design and construction consultant companies) on 3 short-listed sites.

STEP 2

#### Preferred Site Selection.

Outcomes of the community engagement and the expert consultant site assessment are reported to Council (2 August Council Meeting) for determination of the preferred site.

STEP 3

Council seeks suitable and experienced Design Consultants to undertake skatepark design.

STEP 4

Community input into the design of the skatepark.

5

Final design and construction drawings completed.

STEP 6

Council undertakes DA process.

STEP 7

Council engages specialist skatepark construction contractors.

STEP 8

Construction of skatepark.





## Where would the skatepark go on each site?

#### **Bathurst Street Park**



#### Greystanes Sportsground



Dirrabarri Reserve





#### APPENDIX D: DETAILED RESPONSES TO EXPLAIN WHY SUPPORT FOR/AGAINST THE SKATEPARK

The following provides more detailed responses to

#### YES (support a skatepark in Greystanes area)

422 respondents support a skatepark in the Greystanes area. The reasons 'why' are outlined below:

Why do you support?	No. of Respondents
Something for kids to do - great healthy, outdoor activity	
Examples of comments included:	
"Get them off their iPads and PlayStation"	
"a place to escape technology. Fresh air, meet new friends, get active."	64
"gives the kids somewhere to ride and play without getting into trouble"	
"would encourage youths to be active"	
<ul> <li>"I love to ride and so do my friends. If this happens this will not only make me happy it will make my friends and the community happy."</li> </ul>	
Local facilities to use, close to home	
Examples of comments included:	
* "Because there is no skatepark close to me"	
• "need more reasons to skateboard"	
"to support the youth craze of scooters"	
"to learn"	
"Absolutely! My son is skateboard mad and am sick of travelling out of my local area to use the	
skate facilities! If all the other areas can have one why can't we!!"	
"Because I really enjoy riding my scooter and it would be very convenient for me and others"	
"Both of my sons skateboard every day."	56
"Because I skate and we need more rec. activities for the youths in our area"	
"Because the nearest skate park is 8km away"	
"Children need better facilities in Greystanes,	
"I would love a skate park in Pemulwuy because the closest skatepark is 15-20 minutes away."	
"because there is a primary school nearby"	
"There are a lot of children in this area and we are isolated from the rest of Cumberland with	
very limited public transport and not much option in recreational areas other than some open	
space parks." "The Greystanes and Pemulwuy area has been neglected in terms of community activities,	
facilities so anything to help boost the area for residents is great"	
afe for kids	
examples of comments included:	
"Because my child is currently riding on roads and Carparks which is not safe at all"	
"Fun for kids. Reduce crime."	12
"Because I ride every day and it will get kids to be more active and off the streets".	
"somewhere dedicated and safe to go to"	
"There should be somewhere off road for these activities."	
"As it gives the kids somewhere to ride and play without getting into trouble".	
Meets local youth needs	
examples of comments included:	
"Time to prioritise youth needs"	
"There is currently a lack of activities for local youth to participate in. A skate park would	9
encourage youths to be active"  "Thereis a lot of routh locking for an enjoyable grag"	
"There's a lot of youth looking for an enjoyable area"	
"will prevent antisocial behaviour"	
"More facilities for youth to use and a place they can go that is designated for that."	



Why do you support?	No. of Respondents
"Because young people have to have a place to get together"	
"It's awesome to see a park more aimed at teenagers rather than younger kids as there are a lot	
more playgrounds for young children"	
<ul> <li>"There is a need for such facilities for the under 20ish group."</li> </ul>	
Affordable and accessible activity for all ages	
Examples of comments included:	
<ul> <li>"Being a cost free activity will help those families that cannot afford to pay for other activities</li> </ul>	
run by organisations"	6
"Activity for all ages"	
"Great sport for all ages"	
"fun for disability kids"	
Good for the community	
Examples of comments included:	
"It's a great asset to the community"	4
"It's a good facility"	
"It would be good for the community."	
Other	
Specific comments included:	
<ul> <li>"Great for youth but not at expense off the dog park"</li> </ul>	
"I support this Park in Greystanes area only"	
"Only in Greystanes as the population has a bigger teenage age range. Pemulwuy does not have	
the public toilets etc"	
<ul> <li>"it's a great idea and the council should try to utilise the youth centre in Pemulwuy"</li> </ul>	9
"Yes but greater need in Auburn / Lidcombe area"	9
"Near basketball & tennis courts."	
"would love to see one bottle shop causes problems"	
<ul> <li>"but not in an overused park, training 4 - 8:30pm, 700+ kids in soccer, prevents netball from coming back"</li> </ul>	
<ul> <li>"I do support however concerns about congestion traffic on streets, graffiti in the past and anti- social behaviour"</li> </ul>	
Not specified	259

#### **NEUTRAL**

88 respondents answered 'Neutral' when asked if they supported a skatepark in the Greystanes area. Reasons reported by survey participants as to 'why' are outlined below:

Why?	No. of Respondents
Antisocial behaviour  Specific comments included:      "Nearby bottle shop does pose a concern for underage drinking in the skatepark"      "Would encourage groups to congregate"      "concerns of noise, possible vandalism"      "it might attract unsavory people to the LGA"      "Would encourage groups to congregate"	6
Location / Impact on other facilities  Specific comments included:  "As long as the skate park itself doesn't replace or interfere with other sporting sites. For example, Greystanes FC are utilising what limited space they have on Bathurst street park and the suggest area is currently on a soccer field for junior players"  "Depends on its location"	5



Why?	No. of Respondents
"Only if it does not take the site of the dog park"	
<ul> <li>"Needs to be in the right location, Bathurst Street already overused"</li> </ul>	
<ul> <li>"not at Bathurst street but anywhere else"</li> </ul>	
No personal impact	
Specific comments included:	
"Does not directly affect me personally"	4
"I do not ride a skateboard"	
"skate that often"	
Safety issues/costs	
Specific comments included:	2
"Dangerous"	2
"Concerned about insurance costs to the community"	
Poor design or maintenance	
Specific comments included:	
"While I think it's great for kids these parks are often left unmaintained and vandalised after	
house rendering them unsafe to use by kids. Often there is little space available for parents to	2
park and or supervise their kids too as they generally are poorly thought out"	
"So long as it is managed properly".	
Not specified	71

#### NO (Do not support skatepark in area)

442 respondents did not support a skatepark in the Greystanes area. Reasons reported by survey participants as to 'why' are outlined below:

Why?	No. of Respondent
No one wants this near their house. There are plenty of recreational parks in the area that aren't being used. Why replace parks with concrete??	27
<ul> <li>None of the locations are suitable. Too many kids will get up to mischief and vandalism</li> <li>Cumberland Council is a large area. Why is it at one side. Central area would be better</li> <li>There are no suitable sites in Greystanes where the neighbours won't be affected</li> <li>Not in Bathurst Street:</li> </ul>	(4)
<ul> <li>local resident across from the park, Traffic an issue, parking directly in front of drive way, accidents an ongoing issue, cannot leave home with cars in front of home</li> <li>there is a bottle shop right across from the vicinity</li> <li>not at bathust street</li> </ul>	
<ul> <li>Not in Bathurst St, first is the traffic problems, second is the liquor shop, third the neighbours not want any more problems in the area.</li> <li>The mess left in Bathurst St Park is disgusting after the weekend.</li> <li>Area too full</li> </ul>	(9)
<ul> <li>The noise at night from visiting outside teens is already an issue on the basketball courts and this will create more meeting points and 'hang outs'. Many of us work and have young children, and I don't think that putting a skate park in the middle of a residential area is a great idea as it will create more problems.</li> </ul>	
<ul> <li>Issues is the exact location do not want it on Bathurst Street, Injury to park users, graffiti, anti social behaviour</li> <li>Council can't even maintain the basic soccer fields properly let alone maintain a skate park</li> <li>Not in Pemulway/at expense of dog park:</li> </ul>	
<ul> <li>Definitely not if it means you are going to take the much loved dog park away</li> <li>Do not want in Pemulwuy. I want to keep our dog park used frequently.</li> <li>Replacing the dog park that is being used by the community in Pemulwuy is ridiculous. This is a</li> </ul>	(13)



Why?	No. of Respondents
safe place to exercise and socialise our animals and to take it away does not make sense force dog owners to run their dogs in the public grassed area  Use the dog park  Keep the dog park we use this as do others we know  NOT IN PEMULWUY AT THE COST OF THE DOG PARK!!  Pemulwuy is already a congested community without enough parking for its residents. At this plus the new unit development?? How is this logical? The area clearly was not design an area hotspot. Why try and fit more in?  Perhaps if dog parks were advertised better I would use them, this is the first time I have of this one  Will attract problems to the area. There is no parking for the residents in Pemulwuy let of visitors, the infrastructure is just not there  The noise congestion of such a skate park would not suit the Pemulwuy area not to men high risk of graffiti that may arise from such a park. We already have enough problems in area and the lack of the council maintaining the parks and ponds. This is not wanted or a nor do we have the space for it.  The tree line along Greystanes Rd at Pemulwuy will provide the perfect cover for trouble night. Greystanes Road has a speed camera near the suggested location so there is a tra safety issue there already. Add teenagers with skateboards and bikes to the mix and it is disaster waiting to happen	Adding med as e heard alone alone the in the needed, at affic
<ul> <li>It's better to have a dog park than to deal with rowdy kids, graffiti and drugs         Not in Greystanes Sportsground:     </li> <li>I overlook Greystanes Sportsground. It's a quiet neighbourhood. Skate parks are noisy. T         undesirable people so vandalism an issue and there's anti social behaviour.</li> </ul>	They (1)
Attracts trouble/"undesirables" to area:  Increase hooligans  It orings in a lot of undesirables  It will attract the wrong type of people  It will bring further problems with graffiti and vandalism to the area  A skate park would only attract unnecessary problems in the area.  Attracts too much trouble in the area  Attracts troubled kids  Because I have seen what happens in skate parks elsewhere"  I believe it would attract trouble  I do not believe it will bring anything positive to the area. It will just provide a place for t undesirables to loiter.  Too many vandalism and trouble from teenagers  Usually ends up being a haunt for louts and hooligans  Attracts troubled teens to the area.  Graffiti/vandalism/rubbish/Drugs:	14
<ul> <li>Attracts trouble, rubbish and graffiti</li> <li>Brings graffiti</li> <li>There is enough issues with vandalism and graffiti without bringing more bored kids into area.</li> <li>Don't want it in the area. It will only bring drugs and graffiti</li> </ul>	o the 4
Community safety  Alcohol, broken bottles, neighbourhood disturbance"  Inked with petty crime  Not safe, parents do not supervise their kids and lots of idiots hang around	8



Why?	No. of Respondents
potentially more young boys congregating, you just need to walk through the Canal and the	Respondents
walls are covered in tag's and graffiti. I think it should be kept away.	
<ul> <li>Teenagers already hang out at the parks. We don't need anything to encourage them more after dark.</li> </ul>	
<ul> <li>Although a good idea to give teens something to do it will attract the wrong crowd. Greystanes is family friendly, best kept that way!</li> </ul>	
<ul> <li>No I don't as I already feel the crime rate in these areas has risen dramatically and promote youth to 'hang' in these areas and make residents feel insecure</li> </ul>	
<ul> <li>Vandalism and kids hanging out in suburban areas after dark. Feel unsafe</li> </ul>	
Noisy/impact on neighbours	
Annoying and loud	
<ul> <li>To close to homes. Negative impact on houses close to park</li> </ul>	
<ul> <li>because of noise and disturbance especially at night by older teenagers and youth.</li> <li>I think it will bring noise and local youth who can be trouble. It also decreases house valuation.</li> </ul>	
There goes the neighbourhood!	
Too many kids in the neighbourhood too much noise	10
Too noisy	
Noise!! Graffiti!! Drugs!! and please don't say there are no drugs, the council already has blue  "blue of the council already has blue."  "blue of the council already has blue."  "blue of the council already has blue."	
lights at the toilet of the sports ground. And I'm sure it's not because they look pretty! Why were we as residents and council rate payers who reside next to the park not informed? I	
would like someone to advise me via email why this is not common knowledge?	
Noise, loiterers     Noise yandeliers	
Noise, vandalism  Not vanted as peeded (Manay better ment)	
Not wanted or needed/Money better spent     Isn't there better things to spent rate payers money on???	
<ul> <li>Isn't there better things to spent rate payers money on???</li> <li>It only brings rubbish people to our area why do we need a skate park anyway money better</li> </ul>	
spent on fixing pemulwuy	
<ul> <li>Just another place for people to ruin by graffiti and leave trash all over the place. Have not ever</li> </ul>	
heard of anyone wanting a skate park nor seen kids riding skateboards.	
No thank you	
<ul> <li>There are plenty of park facilities currently in the area that aren't being used. Why spend extra money unnecessarily</li> </ul>	10
<ul> <li>I feel council could better spend the money on improving sporting grounds, swimming pools in</li> </ul>	
the area, walking tracks and children's playgrounds	
No thank you! Not needed	
Money can be better spent in other areas within the community	
Money could be better spent! How about fixing the footpaths for a start	
<ul> <li>There are more important things in the community to spend the money on Only for skaters/don't skate</li> </ul>	
Only for those who know how to skate	2
I don't skate  Traffic issues, congestion.	2
Traffic issues, congestion  • traffic issues	2
<ul> <li>traffic issues</li> <li>traffic, congestion, anti-social behaviour - police are called regularly because of issues.</li> </ul>	
trajjic, congestion, anti-social behaviour - police are called regularly because of issues.  Community conflict	
The divide in the community talk of this facility has caused	2
The division just this discussion has caused in the community	
Other:	
would have to know more to make a choice	2
there is not the infrastructure in the community to cope	_
Not specified	365



#### APPENDIX E: SURVEY RESULTS FROM POP UP SKATE PARK IN BATHURST STREET PARK - 16 JULY 2017

A total of 49 participants completed the survey conducted as part of a community engagement stall held at the Pop Up Skatepark Event held on 16 July 217, 1 – 4pm at Bathurst Street Park. It should be noted that 8 people also completed the survey online.

3 additional questions were asked to the online survey (see survey instrument included in Appendix 8).

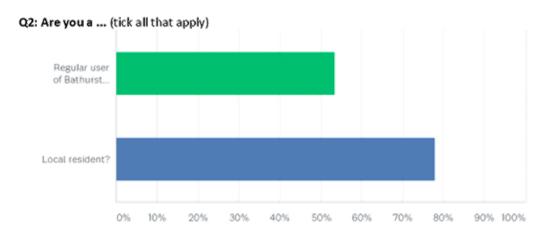
Key findings from the survey are followed by a demographic analysis of surveyed participants below.

#### Presentation of Data

The following three additional questions were asked of participants attending the park consultation:

#### Q1: Have you already completed this survey online?

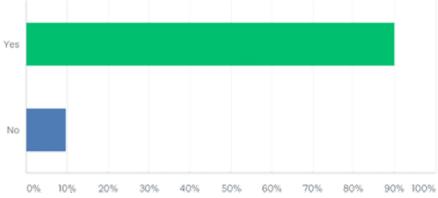
Answer Choices	Responses
Yes	16.33% 8
No	83.67% 41
Total	49



Answer Choices	Responses	
Regular user of Bathurst Street Park?	53.66%	22
Local resident?	78.05%	32
Total Respondents: 41		

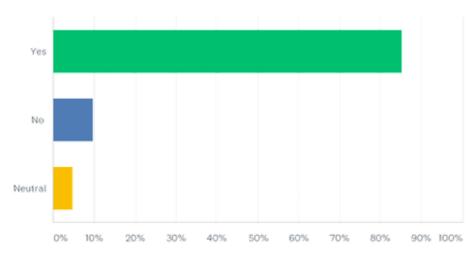






[Online Survey Questions:]

Q4: Do you support a skate park facility in the Greystanes/Pemulwuy area?



#### Why?

#### YES

35 respondents supported a skatepark in the Greystanes area. Reasons 'why' are outlined below:

Why do you support?	No. of Respondents
Great for kids/encourages active children  Specific comments included: "activities for kids to do", "encourage active children", "is a great sport for young kids and youth to keep them active and occupied, "kids will enjoy riding and playing", "great to get the kids out and about", "get young kids together and the community", "awesome idea for the local riders and the kids to hang out", "to support the youth craze of scooters", "skating is creative empowering and helps mental health"	12
Local to use  Specific comments included: "local to use", saves driving others", "needs to be in the area, "something local for grandchildren"	5
Safe for kids  Specific comments included: "needs a safe-place that kids can come too", "somewhere for kids to ride and set them off the road", "to accommodate today's youth and keep them out of trouble"	4
Other Specific comments included: "great facility", "would love to see one - bottle shop causes	3

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Community Engagement Findings: Preferred location for a new skate park in Greystanes 2017

Why do you support?	No. of Respondents
problems", "I do support however concerns about congestion traffic on streets, graffiti in the past and anti-social behaviour"	

#### **NO OR NEUTRAL**

6 respondents were either neutral or did not support a skatepark in the Greystanes area. Reasons reported by survey participants as to 'why' are outlined below:

Why?	No. of Respondents
Traffic issues, congestion	2
Concerns of noise, possible vandalism, anti-social behavior, "police are called regularly	
because of issues"	2
Not at Bathurst street	1
Not at Bathurst street, but anywhere else	1
There is a bottle shop right across from the vicinity	1

#### Postcode of Participants:

Postcode/Suburb	No. of respondents	% of respondents	Yes - Support	Neutral	No - Don't support
2145 (Greystanes, Girraween, Pemulwuy, Pendle Hill, Mays Hill, South/Wentworthville & Westmead)	31	76%	25	2	4
2148 (Prospect)	5	12%	5	0	0
2160 (Merrylands & Merrylands West)	1	2%	1	0	0
2164 (Smithfield & Woodpark)	2	5%	2	0	0
Not specified	2	5%	2	0	0
TOTAL	41	100%	35	2	4

#### Other comments noted during face to face community engagement included:

- unresolved parking issues at Bathurst Street Park
- · utilization of park and impact on existing use of park

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## DOCUMENTS ASSOCIATED WITH REPORT C02/21-672

# Attachment 2 Site Evaluation Report Greystanes Skate Park 2018







"Concerns about undesirable social behaviour often underlie opposition to skate parks and youth spaces in cities and suburbs. However... pro-social behaviours are far more commonly observed than anti-social behaviour. Skate park location, planning, and engagement of young people in the design can minimise many perceived problems. More broadly, the visible presence of skate parks and other youth amenity in our neighbourhoods, towns and cities, powerfully signals to young people that they too are welcome and a part of local place identity."

Dispelling Stereotypes... Skateparks as a Setting for Pro-Social Behaviour among Young People - 2014
Lisa Wood, May Carter, Karen Martin.
Centre for the Built Environment and Health
The University of Western Australia

PREPARED BY // IN ASSOCIATION WITH //







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# 01 INTRODUCTION //

#### PROJECT

This Site Evaluation Report is to be read in conjunction with the Greystanes Skate Park Facility - Planning & Concept Design Study produced by Cumberland Council.

Members of the Greystanes community have been lobbying for a skate park for several years, with Council committing to undertake the project in late 2016;

Council will allocate \$500,000 in the 2017/18 budget to undertake this project, and enter into a partnership arrangement with the Member for Prospect who has agreed to provide \$50,000 via the NSW Community Building Partnership Program.

Further community consultation will be undertaken by Council in early 2017 and will involve young people and the neighbourhood impacted by the proposal. This will assist in determining the most appropriate site for the skate park in Grevstanes.

Following this decision Council prepared the *Greystanes Skate*Park Facility - Ptanning & Concept Design Study. The document
begins with a brief review of the benefits of skating, possible
roles for Council in encouraging skating, the demand for
skating opportunities in Cumberland generally and Greystanes
specifically, and the current supply of skating facilities (both
within Cumberland and surrounding local government areas).

It then assesses a range of possible sites for the proposed Greystanes facility, nominates a preferred site (based on transparent criteria) and recommends a process for concept

design, facility construction and on-going facility management and operations.

The role of this report is to evaluate the three preferred sites identified in the *Greystanes Skate Park Facility - Planning* & *Concept Design Study* and recommend a site for the development of the Greystanes Skatepark in accordance with Councils commitment. This report provides transparent evaluation criteria, and key considerations for the selected sites based on the knowledge and experience of Enlocus in this specialist field.

#### **ENLOCUS**

Enlocus is a team of experienced and passionate Landscape Architects and Skateboarders. We have delivered unique and valued Skateparks for communities across Australia. Our team has extensive community engagement experience, with communities and skatepark focus groups leading to some of the most recognised and awarded skate parks and youth spaces.

Together with the Council teams and local focus groups we deliver recreational and social spaces which are inclusive for all young people and the wider community. We encourage participation for all ages and abilities and ensure that skate facilities are safe and prominently sited in central and accessible locations where the community can see and appreciate the positive interaction and talents of their local young people.



# 02 PREFERRED SITES //

#### PREFERRED SITES

The three preferred sites identified in the Greystanes Skate Park Facility - Planning & Concept Design Study are:

Site 01 // Bathurst Street Park [Bathurst St, Greystanes]

Site 02 // Dirrabari Reserve [Greystanes Rd, Pemulwuy]

Site 03 // Greystanes Sportsground [Merrylands Rd, Greystanes]



SITE OT A BATHORST STREET PARK (BATHORST ST. GREYSTANES)





SITE 03.0 GREYSTANES SPORTSGROUND [MERRY LANDS RD. GREYSTANES]

5 Age



# **03 SITE EVALUATION MATRIX //**

#### INTRODUCTION

The following Site Evaluation Matrix is a key assessment tool when determining the most suitable location for the future provision of wheeled sports facilities in Greystanes. Each criteria has been developed by Enlocus from years of professional experience advancing the field of skate and youth spaces, along with reference to supporting industry documents, most notably Sports and Recreation Victoria's Skatepark Guide (2001) and the soon to be publicly released Skateboarding Australia Skatepark Facility Guide.

This matrix will evaluate the three priority sites previously selected in the *Greystanes Skate Park Facility - Planning & Concept Design Study* by Cumberland Council and rank the sites in order of suitability. The following is a brief description of each category.

Availability, Scale & Capability evaluates the sites potential to accommodate the required facility footprint, whether it is compatible with existing planning and zoning requirements, and if the surrounding context can facilitate potential future expansion. This is the first critical step in evaluation, and ensures the proposed facility has the potential to expand and adapt to future needs.

The **Technical** criteria evaluates the existing civil infrastructure, its proximity to the proposed facility, constraints and implications on existing drainage and earthworks.

Access, Context & Amenities consider a broader evaluation of the site. Reviewing potential catchment, proximity to public infrastructure, and connectivity to modes of transport. This is critical as most young people rely on public transport and cycle networks to circulate throughout Greystanes and the Cumberland LGA. These categories also evaluate the sites relationship to commercial and youth related facilities, to ensure the proposed site is in a desirable and social location where young people want to be, increasing inherent value through co-location.

Safety & Observation initially evaluates the sites perceived sense of safety through passive surveillance opportunities created by a prominent, activated location. It also evaluates safety in terms of emergency accessibility, proximity, safe egress, and the opportunity for prospect and refuge. This category is critical in displacing the traditional "back of house" locations many skate and youth spaces have previously been subject to and instead places importance on providing young people with open, safe and welcoming sites for all ages, as well as instilling and encouraging a level of confidence and independence.

It's also important that accessibility by **Maintenance** staff is considered to ensure a clean and cost effective maintenance program which can be regularly managed by Council for the Community. Maintaining a clean facility is critical in improving safety but also communicating the value of a place and can instill a sense of worth amongst the majority of users.

Impact & Proximity evaluates the proposed sites potential environmental and land use implications, as well as assessing possible noise and light spill issues that can occur with these facilities. It is critical that the proposed facility has the opportunity to gain community support, through an environmentally aware development that also considers its neighbours.



			e and	est scattle	Hart State Helding to State
				or State	And Colors of the Party of the Colors of the
01 AVAILABILITY //	SCORE BREAKDOWN //	COMMENTS //			
is the site consistent with existing strategies, zoning and ownership.	2 - YES 1 - WILL REQUIRE REVISION, RE-ZONING OR ACQUISITION 0 - NO		2	2	2
WILL THE REMAINING AREAS OF THE SITE BE PUBLICLY ASSESSIBLE ONCE THE FACILITY IS DEVELOPED.	2 - NO 1 - NOV MAL, MAY REQUIRE ACCESS RECTIFICATION 0 - YES		2	2	2
IS THE PROPOSED SITE FREE FROM EXISTING SON STRAINTS OF LAND USE, RIGHT OF WAY, SOVEMANTS, EASEMENTS, SERVICE ACCESS REQUIREMENTS (SUBTERRANEAN OR OVERMEAD CABLING, OPTICS, TELESOMMUNICATIONS, POWER, WATER, SEWAGE & GAS)	2 - YES 1 - MUNIMAL, DESIGN CAN ACCOMMODATE 0 - IMPACT 700 SUBSTANTIAL FOR DESIGN TO ACCOMMODATE	SITE 01 - ELECTRICAL COND OIT MEARBY SITE 02 - ELECTRICAL COND OIT MEARBY SITE 03 - STORMWATER MAIN NEARBY & RETENTION BASIN	2	2	1
WILL DEMOLITION OF EXISTING INFRASTRUCTURE BE REDURED.	2 - 80 1 - MUNIMAL, DESIGN CAN ACCOMMODATE 0 - DEMOLITION TOO SUBSTANTIAL FOR DESIGN TO ACCOMMODATE	SITE 01 - NETBALL COURT & PLAYGROUND (TO BE REINSTATED IN NEW FACILITY)	1	2	2
02 SCALE & CAPABILITIES //					
CAN THE PROPOSED SITE CONTAIN THE REQUIRED AREA FOR A DISTRICT SMATE & YOUTH FACILITY TYPE [INCLUDING APPROPRIATE SETRACE REQUIREMENTS]	2 - 2000 S@M → 1 - 1000 - 2000 S@M 0 - LES\$ TRAB 1000 S@M		1	1	0
IF DEVELOPED, SOULD THE SITE ACCOMMODATE FUTURE FACILITY EXPANSION.	2 - 500 SBM 1 - 250 - 500 SBM 0 - LESS TRAB 250 SBM		1	1	0
IS THE PROPOSED SITE CAPABLE OF CATERING FOR THE VARIOUS SKATEPARE TYPES AND DWERSITY OF ELEMENTS II.E. BOWL, STREET, TRANSATIONS, VERT RAMP, PLAZA AND REQUIRED BATTERS S EMBANGMENTS	3 - ALL TYPES 2 - Street, Plaza, Tradisition inc Batters 1 - Plaza	SITE 01 - 0 BAINAGE LIMITATIONS MAY NOT EACILITATE A BOWL SITE 02 - STRUCTURAL BOOT ZONES MAY NOT EACILITATE A BOWL	2	2	3
CAN THE PROPOSED SITE PROVIDE OPPORTUNITIES FOR "LEGITIMATE PERPIRERAL PARTICIPATION" IPHYSICAL & VISUAL CONNECTION TO REFUCE AREAS, SEATING, AND PLAY SPACES	1 - YES 0 - NO		1	1	1
DOES THE SITE NAVE THE ABILITY TO HOST LARGER CROWDS DURING PROGRAMMED EVENTS, COMPETITIONS AND PEAK PERIODS IL. SERVICE REQUIREMENTS A SASSEMATE TEMPORARY IN FRASTRUCTURE LIKE FOOD TRUCKS, LIVE MUSIC: DJ, TOIL ETS AND MARQUIS ETC.]	2 - YES 1 - LIMMED GAPAGITY 0 - NO		2	1	1
03 TECHNICAL //					
DOES THE PROPOSED SITE SUGGEST MINIMAL DRAINAGE IMPLICATIONS (LOCATION OF LPD, PIT IN VERT LEVELS, GROSS FALL AND EXISTING SITE CATCHMENT]	2 - YES 1 - MINIMAL, DESIGN GAN ACCOMMINDENTE 0 - IMPACT TOO SUBSTANTIAL FOR DESIGN TO ACCOMMODATE	SITE 01 - NO LPD IN CLOSE PROXIMITY SITE 03 - FACILITY WOULD LIKE IMPACT EXISTING RETENTION BASIN AND WOULD NEED TO AVOID STORMWATER MAIN LINE.	1	2	0



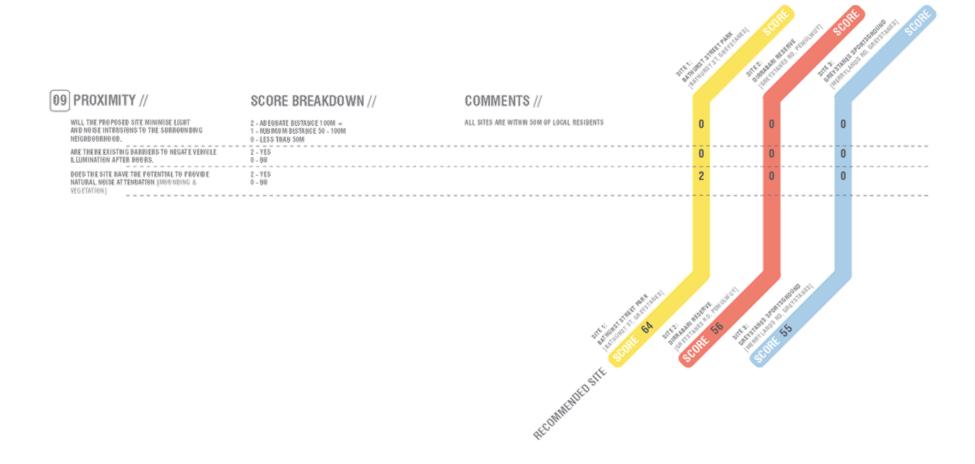
				Partition	digital september 11 September
	SCORE BREAKDOWN //	COMMENTS //	ali difficility	M. Hilling	* Files
DOES THE GEOTES BINGAL GLASSIFICATION & SOIL DARRING GAPACITY OF THE PROPOSED SITE SUGGEST MINIMAL CONSTRUCTION AND ENGINEERING IMPLICATIONS.	2 - YES 1 - MUNIMAL, ENG SPECIFICATION CAN ACCOMMODATE 0 - IMPACT 700 SUBSTAUTIAL FOR ENG 10 ACCOMMODATE	GEOTECHNICAL AND SOIL TESTING NOT AVAILABLE	-	-	
DOES THE EXISTING SITE TYPOGRAPHY AND TERRAIN REQUIRE MINIMAL EARTHWORKS AND STRUCTURAL RETAINING TO ASSOMMODATE FASILITY.	2 - YES 1 - MINI MAL, DESIGN CAN ACCOMMODATE 0 - Impact 700 substantial for design 10 accommodate	SITE 03 - RETAINING WALLS & IMPORTED FILL MAY BE BEOURED	2	2	1
DOESTHE PROPOSED SITE HAVE EASY AGGESSTO Elestrigity, drinking water, sewage, digital Telecommunications (internet).	1 - YES 0 - NO		1	1	1
04 ACCESS //					
IS THE SITE BEST LO CATED FOR CATCHMENT OF POTENTIAL USERS.	2 - YES 0 - MG		2	1	2
IS THE PROPOSED SITE IN CLOSE PROXIMITY TO PUBLIC TRANSPORT PROCEPTABLE WALKAGLE DISTANCE IS 50070]	2 - YES 0 - NO		2	2	2
ARE THERE AGGESSIBLE CONNECTIONS BETWEEN PUBLIC TRANSPORT AND THE PROPOSED SITE [SAFE EGRESS, PATHWAYS, RAMPS]	2 - YES 0 - NO		2	2	2
IS THE PROPOSED SITE IN CLOSE PROXIMITY TO PRINCIPAL BIKE ROUTES AND PEDESTRIAN PATUWAYS THAT CONNECT WITH THE BROADER COMMUNITY.	2 - YES 0 - NO		2	2	2
DOES THE SITE NAVE ADEQUATE PARKING FOR THE PROPOSED FACILITY	2 - YES 0 - NO		2	0	2
DOES THE SITE NAVE A SLEARLY DEFINED DWOP OFF AREA IS TRAFFIG INAMING ENEXT STYDE? MAY BE REQUIRED TO DETERMINE FARKING AND SIGNATION REQUIREMENTS FOR THE PROPOSED FACILITY!	2 - YES 0 - NO		2	0	2
05 CONTEXT & AMENITIES //					
ARE THERE EXISTING AMENITIES SUCH AS PUBLIC TELEPHONES, TOILETS, DRINKABLE WATER, ALL WEATHER STRUCTURES, WIFI.	2 - YES 0 - NO	SITE 01 - TO LETS & BBO LOCKED, ORINK FOUNTAIN DAMAGED SITE 03 - TO LETS LOCKED	1	2	1
IS THE SITE IN CLOSE PROXIMITY TO COMMERCIAL Facilities & presincts (food & Beverage). [acceptable walkable distance is 500 m]	2-YES 0-N0		2	2	2
IS THE SITE IN CLOSE PROXIMITY TO LOCAL YOUTH BUILDINGS / SERVICES AND RELATED PROGRAMS	2 - YES 0 - NO		2	0	2
DOES THE SITE HAVE AN EXISTING RITUAL OF YOUTH Social interaction, and is it a space where Young people want to be.	2 - YES 0 - NO		2	2	2
DOES THE PROPOSED SITE HAVE ANY RELATIONSHIP TO ADJACENT COMMUNITY FORAL POINTS (COMMUNITY CENTER, MEUS SEED, LIBRARY, SCHOOLS AND OTHER SPORTS AND RECREATIONAL FACILITIES)	2-YES 0-N6		2	2	2

8ee



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				ALL THE HELD TO	Jan Child Hall by Child
06 SAFETY & OBSERVATION //	SCORE BREAKDOWN //	COMMENTS //	th little	guillity.	A Harry
IS THE PROPOSED SITE PROMINENT JUDGATED ON AN ACTIVATED PRONTAGEJ AND DOES IT MAXIMISE THE POTENTAL FOR NATURAL SURVEILLANCE [IMPROVING PERICEWED SAFETY]	2 - YES 1 - MINIMAL SET BACK, SLIGHT OB STRUCTION 0 - NO		1	2	1
OAN THE PROPOSED SITE ADEQUATELY FACILITATE EMERGENCY VEHICLE ACCESS JFIRE AND AMBULANCE!	2 - YES 0 - 00		2	2	2
IS THE PROPOSED SITE IN CLOSE PROXIMITY TO Police services or scheduled police and Security Surveillance routes.	2 - YES 0 - NO		1	1	1
DOES THE PROPOSED SITE ALLOW FOR SAFE PASSAGE, AND AVOID USERS NEGOTIATING BUSY INTERSECTIONS AND ROADS TO GAIN ACCESS.	2 - YES 0 - 80		2	2	1
IS THE PROPOSED SITE AND SURROUNDING ACCESS ILLUMINATED.	2 - YES 0 - NO	ALL SITES WERE INSPECTED DURING THE DAY, EXISTING LIGHT POLES AND FIXTURES WERE ASSUMED TO BE IN WORKING ORDER	1	1	1
CAN THE PROPOSED SITE FACILITATE MULTIPLE POINTS OF ENTRY [SAFE EGRESS]	2 - YES 0 - NO		2	2	2
"PROSPECT AND REFUGE" DOES THE PROPOSED SITE PROVIDE PEOPLE WITH THE CAPACITY TO OBSERVE (PROSPECT, WITHOUT BEING SEEN (REFUGE) [IS THE SITE LOCATED WITHER FOUND PEOPLE WILL FEEL COMFORTABLE AND SAFE]	2 - YES 0 - NO		2	2	0
07 MAINTENANCE					
DOES THE SITE HAVE EASY ASSESS FOR REGULAR MAINTENANCE AND INSPECTION.	2 - YES 0 - NO		2	2	2
08 IMPACT //					
WILL THE PROPOSED FACILITY GAUSE MINIMAL DISPLACEMENT OF EXISTING LANDUSE.	2 - YES 0 - NO		2	2	2
WILL IMPLEMENTATION OF THE PROPOSED FACILITY CAUSE MINIMAL ENVIRONMENTAL & ECOSYSTEM IMPACT (GRASSLANDS, SHOULANDS, WOODLANDS, FORESTS AND WETLANDS)	2 - YES 0 - NO		2	2	2
WILL THE PROPOSED FACILITY REQUIRE NO REMOVAL OF SIGNIFICANT TREES.	2 - YES 0 - NO		2	0	2
WILL THE PROPOSED FASILITY GAUSE MINIMAL Interperence to existing vehicle and pedestrian connections / desire lines.	2 - YES 0 - NO		2	2	2
WILL THE PROPOSED FAGILITY INCUR NO IMPACT ON HERITAGE, CULTURAL OR INDIGENOUS SIGNIFICANCE AT THE PROPOSED SITE.	2 - YES 0 - NO		2	2	2







# 04 RECOMMENDED SITE //

Following the Site Evaluation Matrix of the three preferred sites, Site 01 // Bathurst Street Park [Bathurst St, Greystanes] was selected as the most suitable.

There are several key factors that have contributed to this result; the most outstanding was the sites proximity to supporting infrastructure, public transport, and local schools (Beresford Rd Public School & Greystanes High School).

It should also be noted that the site is within close proximity to local residents (50m). Preferably these facilities aren't located within 100m of local residents, however there are instances where local level skate facilities have been built with 50m of residents. Careful consideration and engagement with residents throughout the development of this project will need to be conducted to ensure the facility is successfully delivered.



PAGE 1



# **05 KEY CONSIDERATIONS //**

To aid the future development of the Greystanes Skatepark at Bathurst St. Park a number of key considerations have been prepared;

- As the proposed facility is located within 100m of local residents a detailed engagement strategy should be considered to maintain clear communication and project information. This participation in the development process by local residents will be critical if the facility is to be successful. Please also refer to section 6.3 of the Greystanes Skate Park Facility - Planning & Concept Design Study.
- The engagement strategy should also consider Beresford Rd Public School & Greystanes High School as Key Stakeholders in the development of the project. The proposed site has the potential to be an active extension of these youth hubs.
- The proposed location within Bathurst Park is constrained on all sides, to accommodate the required footprint the project will likely need to consider integrating – reinstating (budget permitting) a new multi-use sports court and playground. The skatepark has the opportunity to be more inclusive and better integrated with the broader park if these elements are considered.
- The proposed location will also have some impact to the existing access & circulation of the park. The project will need to include new pedestrian access to the southern fields and improve connection to the existing Bathurst St footpath.

- To ensure user safety and implement CPTED principles Council should consider improving visibility to the facility from Bathurst St (removal shrubs) and lighting the adjacent car park.
- To facilitate the inclusion of an enclosed skate bowl a
  localised drainage investigation should be conducted,
  to ensure the bowl can be adequately drained. A nearby
  drainage pit with an adequate invert level will need to be
  identified prior to this element being considered during the
  consultation process.
- Council should also consider making the adjacent toilets publicly available.

The following plan identifies these key considerations for future development.







# **06 FUTURE FACILITY PROVISION //**

To assist with Community expectations and to clearly define the future scope for the Greystanes Skatepark a Typical Neighbourhood Facility Provision table has been provided. This diagram includes the typical components found in modern neighbourhood skate facilities. Please also refer to table 4.2 of the Greystanes Skate Park Facility - Planning & Concept Design Study.

## TYPICAL NEIGHBOURHOOD FACILITY PROVISION //

#### **SETBACKS**

50m minimum residential setback.

## LOCATION & VISIBILITY

Site located on a highly visible activated frontage within the community.

#### SCALE & ACTIVITY

Various integrated skate, bmx and scooter elements.

Caters for the progression of beginners - intermediate skill levels.

Integration of (typically one) other youth and community recreation activity. Bouldering, parkour, dancing, sports courts and strength & agility structures.

Limited range of activity for young people and the community outside of skate bmx and scootering.

400-1000 sa / m

#### TRANSPORT

Access to public transport, cycle and pedestrian networks.

#### SHELTER

An expressive bespokall weather shelter.

#### EMERGENCY ACCESS

Vehicle & stretcher access.

#### SIGNAGE

Standard Safety & Conditions of Use

#### H20

Access to drinkab water.

#### WASTE

Access to waste receptacles

#### PARKING

parking.

### TOILETS

Walkable distance

#### SOCIAL SPACE

Spacial & component configuration to facilitate engagement, interaction, expression exhibition and adolescent identity.

#### LIGHTING

General floodlighting to improve safety and facilitate after school and work use.

#### REFRESHMENTS

Close proximity to loca food and beverage facilities.





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Prepared for: Cumberland Council Issue Date: 27-06-2017

> Revision Issue: Revision 01

> > Bg 15

## DOCUMENTS ASSOCIATED WITH REPORT C02/21-672

# Attachment 3 Site Evaluation Report Greystanes Skate Park 2018



SITE SELECTION

**JUNE 2018** 

# GREYSTANES SKATE FACILITY

CONVIC

17055.SD01.B



#### **QUALITY INFORMATION**

PROJECT NAME Greystanes Skate Facility

PROJECT NO. 17055

PREPARED BY Alaric Hellawell and Angus Thomas

REVIEWED BY Jason Geralis

#### **REVISION HISTORY**

DELHOION	REVISION		AUTHORISED	
REVISION	DATE	DETAILS	NAME / POSITION	SIGNATURE
A	29.06.17	FIRST ISSUE	JASON GERALIS / DESIGN MANAGER	
8	06.06.18	SECOND ISSUE	JASON GERALIS / DESIGN MANAGER	_ <del>5/</del>

PREPARED BY



**FOR** 



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SITE ASSESSMENT REPORT | GREYSTANES SKATE FACILITY



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GREYSTANES SKATE FACILITY | SITE ASSESSMENT REPORT



# 01

# PROJECT BACKGROUND

#### INTRODUCTION

In June of 2017, Convic were commissioned to deliver a site selection study for the Greystanes Skate Facility, The study considered the following three sites; Bathurst Street Park, Dirrabari Reserve, and Greystanes Sportsground. In May 2018 an additional site was assessed, Darling Street Park.

The development of this site selection report and subsequent delivery of a neighbourhood skate facility represents the Cumberland Council's commitment to delivering active and social spaces for their communities and young people.

A review of the 'Greystanes Skate Park Facility - Planning & Concept Design Study' will first establish the over arching objectives for the skate facilities implementation, which will be further reinforced through a detailed description of what a neighbourhood facility is.

Each site will then be assessed for their suitability to accommodate a successful neighbourhood skate facility, using a specialised site selection criteria.

To further test each sites suitability, key neighbourhood facility requirements will be used, along with a size comparison exercise to ascertain the most ideal site and help guide the specific location of the facility. For the size comparison, a precedent skate facility of a comparable budget will be used to test and establish if the sites have the spacial capacity to host the relevant elements required for a neighbourhood facility.

Overall, the outcomes from the site assessment and site suitability works will be presented to make a recommendation for the preferred site.

On the basis of this advice, together with the findings of the Planning & Concept Design Study (by Cumberland Council), Council will then prepare a request for tender, to encompass detailed stakeholder and community engagement on the preferred site and facility design.

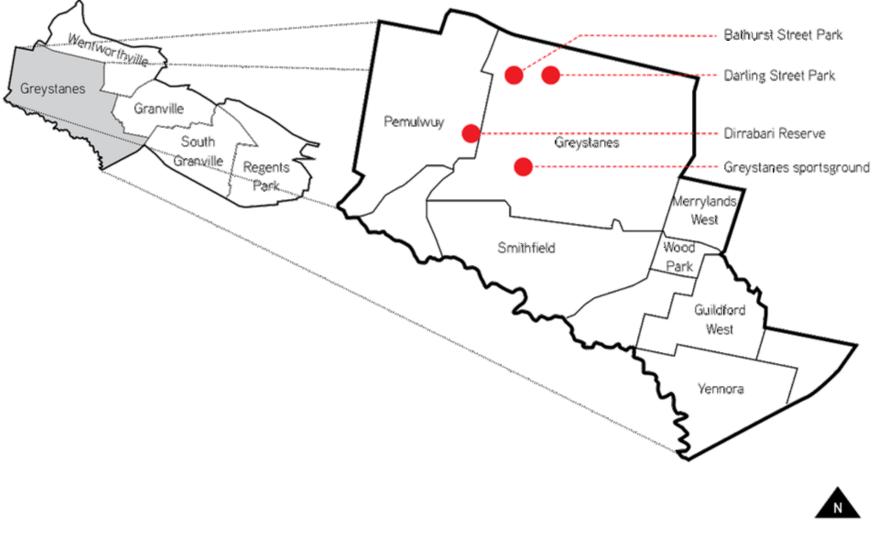


Figure 1.0 | Site Location Plan

SITE ASSESSMENT REPORT | GREYSTANES SKATE FACILITY



### PROJECT BACKGROUND

#### **BACKGROUND INFORMATION**

## GREYSTANES SKATE PARK FACILITY - PLANNING + CONCEPT DESIGN STUDY

Cumberland Council recently carried out a study into the implementation of a skate facility in Greystanes. The first section of the study outlines an overview of wheeled action sport trends, benefits and participation numbers.

#### Greystanes Current Skate Participation

The report outlines that in the Greystanes community (population of 22,829) there are 685 casual skaters (3%) and 191 core skaters (27,9%).

Based on the ABS 2012 statistics, 5-14 year old participation in active recreational activities increased since 2009, with the proportion of children skateboarding, rollerblading or riding a scooter rising from 49% to 54%, and the proportion of children bike riding increasing from 60% to 64%.

Applying this to the Greystanes community, 3113 members of the community are in the age bracket of 5-14 years old (ABS 2016 Census). It is estimated that 1681 of these participate in wheeled action sport and 1992 participate in bike riding.

#### Greystanes Skate Park Project Background

The Greystanes Skate Park Proposal has been lobbied for by the community for several years, with Bathurst Street Park being the nominated preference.

The Bathurst Street Park Management Plan includes a small skate facility as a medium priority for the park.

In 2016 the Greystanes Skate Facility was identified as one of six projects to be delivered as part of the Stringer Communities Fund Major Projects. Council have committed to a budget of \$550,000.

#### Greystanes Skate Park Site Selection

To ensure the correct location is selected for the proposed Greystanes Skate Park, nine sites have been assessed using the following criteria.

- Population served
- Sufficient space
- Visibility
- 4. Access
- 5. Physical attributes + aesthetics
- Safety
- 7. Co-location synergies
- 8. User conflicts + social impacts

The result of the site assessments led to the selection of three sites including, Bathurst Street Park (74 suitability rating), Dirrabari Reserve (74 suitability rating), and Greystanes Sportsground (72 suitability rating) which were assessed in June 2017. In May 2018 an additional site was assessed, Darling Street Park.

This study has led to further site investigation into the four selected sites as outlined in this report.

GREYSTANES SKATE FACILITY | SITE ASSESSMENT REPORT



## PROJECT BACKGROUND

#### **FACILITY TYPOLOGY**

To appropriately assess the individual sites for the potential provision of skate infrastructure, it is important to determine what a neighbourhood facility is.

Facility typologies consists of three defined categorises including, regional, neighbourhood and local. Each typology is defined by its scale, provision, location and catchment area. The Greystanes Skate Facility is to be a Neighbourhood facility, which is explained in further detail on the subsequent pages.

#### REGIONAL: THE ENTIRETY OF THE LGA CATCHMENT

The central focus for users for the LGA and broader region.

#### **NEIGHBOURHOOD: 2KM CATCHMENT AREA**

Supports and complements the regional facility and provide users different rider experience

#### LOCAL: 500M CATCHMENT AREA

Fills gap of provision and provides for local residents and users. The distribution and catchment principles for each typology are explained in further detail in the following pages.

#### NEIGHBOURHOOD FACILITY DESCRIPTION

A neighbourhood facility is defined as a facility that focuses on the purpose and function of the site; for example this could be a bowl/ transition facility catering for bowl skaters and a scaffolding gym for parkour users, or an urban plaza configuration that caters for street skaters and in-line users and half basketball court for informal basketball games. Neighbourhood facilities should also have a range of different elements to encourage skill progression and development.

This approach does not preclude the use of the space by other styles, it does however create the opportunity to develop a spread of unique district facilities to increase diversity of choice across the LGA, rather than the same distribution of facilities trying to cater for all users. Such an approach will assist in minimising over crowding, as users will travel between specific facilities for a different youth experience. Thus it is important to be accessible by public transport and provided of adequate car parking.

The neighbourhood facility may have the capacity to host small events, competitions or demonstrations, and should consider providing seating options and viewing areas. Power and lighting are preferable, but not necessary for the facility to function properly. Other elements to be included are, entry/safety signage, refuge areas with seating and shade, bins and drinking fountains.

The facility should consider its context and have the necessary landscape design to be integrated into and compliment its surrounding context. Toilets nearby or at the site are preferable.

APPROXIMATE AREA: 750 - 2000SQM

APPROXIMATE COST: \$400,000 - \$1,000,000



Figure 2.1 | Bracken Ridge Skate Plaza, QLD (size 1000sqm)



Figure 2.2 | Osborne Skatepark, SA (size 750sqm)

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SITE ASSESSMENT REPORT | GREYSTANES SKATE FACILITY



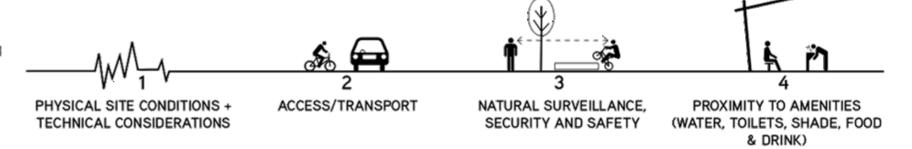
#### SELECTING THE APPROPRIATE SITE

The location of the skate facility is critical in ensuring the future success of this important community asset. In particular the site should have the capability to:

- Create a centralised social hub for young people.
- · Allow users of different ages to interact with each other.
- · Allow users of different abilities to learn from each other.
- · Create strong links with other existing community facilities and amenities.

The following section outlines the key criteria used to assess suggested sites. This allows for a comprehensive assessment and commentary to recommend a preferred site.

The criteria will also test each site for its suitability to integrate a facility of the typology and scale as described previously.





IMPACT ON EXISTING FACILITIES. DISTANCE FROM HOUSING & ADJOINING USES AND USERS

INCOMPATIBLE LAND USE

**EVENT SPACE OPPORTUNITIES** MAINTENANCE

**CONTEXT & AMENITY** CONSISTENCY WITH STRATEGIC



GREYSTANES SKATE FACILITY | SITE ASSESSMENT REPORT



# 1. PHYSICAL SITE CONDITIONS + TECHNICAL CONSIDERATIONS

This first broad criterion is based on the physicality of the various sites and whether they can accommodate a facility of the required scale and type required by the LGA. It also considers technical implications such as drainage and soil conditions. Questions asked at each site include:

- Is the proposed site capable to cater for the applicable facility type as defined previously? (i.e. large enough to cater for a neighbourhood scale park)
- Is the proposed site free of existing land use implications, covenants, easements, service access requirements and/or underground/overhead power lines, water and gas?
- What are the implications on the physical terrain, ground water, drainage?





















1	2	3
4	5	6
7	8	9
10	11	12







SITE ASSESSMENT REPORT | GREYSTANES SKATE FACILITY





#### BATHURST STREET PARK

- · The site is of a good scale for a neighbourhood facility.
- Currently a heavily programmed park, with minimal free space.
   An open turfed area offers the main area free for the skate facility.
- Overhead power line runs along the roads both north and south, but are of a significant offset from the site and should not impact the potential facility.
- The main identified unprogrammed areas are free of services.
   A major overland drain runs along the eastern boundary of the site. Electrical/lighting and water connections already exist on site (further dial before you dig information is required). These should not hinder a potential facility, but improve connection for electricity, water, and drainage.
- The site is open with a defined down gradient towards the sports pitch and western edge of the site. The identified unprogrammed area would be considered flat and ideal topography for a potential facility.



Overland now

Existing drainage channel

Overhead power line

Unprogrammed area

0 10 20 50 100

GREYSTANES SKATE FACILITY | SITE ASSESSMENT REPORT





#### DIRRABARI RESERVE

- . The site is of a good scale for a neighbourhood facility.
- Currently a heavily programmed park, with minimal free space.
   An open turfed area offers the main area free for the skate facility.
- The identified unprogrammed areas are free of services and free draining.
- · Electrical and water services exist onsite.
- The site is open with a consistent down gradient towards the eastern edge of the site. The identified unprogrammed area is the ideal topography for a potential facility.

#### LEGEND

Overland flow

Existing drainage channel

Overhead power line

\_\_\_\_\_ Underground services

Unprogrammed area

SITE ASSESSMENT REPORT | GREYSTANES SKATE FACILITY





#### GREYSTANES SPORTSGROUND

- . The site is of a good scale for a neighbourhood facility.
- Defined as a sportsground, the area is heavily programmed with courts and pitches. An open turfed area to the north west offers the main area free for a skate facility.
- Overhead power line runs along the roads both north and south, but are of a significant offset from the site and should not impact the potential facility.
- The largest identified unprogrammed area has an underground stormwater culvert running through the centre
- Electrical/lighting and water connections already exist on site improving connection for electricity, water, and drainage.
- The site is open with a down gradient towards the south east sports pitch and from the north western boundary edge. The identified unprogrammed area has a gradual gradient, however is ideal topography for a potential facility.



Major underground culvert - Sydney Water asset

Overland flow and topography

Area prone to flooding

Underground services

Unprogrammed area

0 10 20 50 10

GREYSTANES SKATE FACILITY | SITE ASSESSMENT REPORT





#### DARLING STREET PARK

- . The site is of a good scale for a neighbourhood facility.
- Vast open green space with two main areas of program, a cricket and rugby field.
- Significant mounding within the site. Unprogrammed flat turfed area to the north and west offer the main potential for a skate facility.
- Underground water services run through the site. This
  clashes with the northern unprogrammed area, the western
  unprogrammed area is not affected.
- Overhead power lines run through the southern carpark and along Darling Street.

#### LEGEND

Overland flow

Existing drainage channel

Overhead power line

Underground services

Unprogrammed area

12

SITE ASSESSMENT REPORT | GREYSTANES SKATE FACILITY



#### 2. ACCESS + TRANSPORT

This second criterion looks at how easily accessible the site is for users, parents, spectators and for events. Questions asked of each site on this criterion include;

- · Is there access to public transport at the proposed site?
- Are there pedestrian/footpath connections from transport nodes to the proposed site?
- Is there a safe drop off area or adequate car parking if applicable?





















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4	5	6
7	8	9
10	11	12







GREYSTANES SKATE FACILITY | SITE ASSESSMENT REPORT





#### BATHURST STREET PARK

- The site has good public transport connections provided by the local 811 and 811x bus services.
- Shops are well connected to the site, positioned to the north west. Well defined and direct pedestrian footpaths connect wider transport links to the site. Pedestrian crossings are also provided along Bathurst Street.
- A direct path cuts through the site, however this feels intimidating to the south due to a high mesh fence to the east.
- Sufficient car parking exists both to the north and south of the site, with linear parking is situated along Ballina Street and a defined car park off Balhurst Street.
- No designated drop off zone currently exists, however the car park to the north offers an ideal location for drop off and pick up.

#### LEGEND

Ó

Destination nodes

Vehicular routes

Pedestrian routes





Car parking



Maintenance/events access

9 20 50

16

SITE ASSESSMENT REPORT | GREYSTANES SKATE FACILITY





#### DIRRABARI RESERVE

- The site has good public transport connections provided by local 800, 811, 811x and 809 bus services servicing the site directly.
- Well defined and direct pedestrian footpaths and cycle paths connect the site to wider transport links, shops and along Girraween Creek trail.
- A 's' path within the park provides excellent pedestrian and cycle connection, frequently used for recreational walking, jogging and cycling.
- On street parking is provided adjacent to the site along Watkin Tench Parade, Edward Drive and Driftway Drive.
- · Currently no designated drop of zone is provided.

#### **LEGEND**

0 0

Destination nodes

-

Vehicular routes



Pedestrian routes



Car parking

Maintenance/events access



Bus Stop

0 10 20 50 10

GREYSTANES SKATE FACILITY | SITE ASSESSMENT REPORT

15





#### GREYSTANES SPORTSGROUND

- The site has good public transport connections provided by local 809, 810 and 810x bus services north of the site.
- No defined pedestrian crossing connect exists from the site to nearby shops and amenities.
- A direct path cuts through the site, however this feels intimidating to the south due to a enclosed, yet elevated section.
- Sufficient car parking exists both to the north and south of the site, with linear parking situated along Bolaro Avenue and a defined car park off Merrylands Road.
- No designated drop off zone currently exists, however the car park to the north offers an ideal location for drop off and pick up.

#### LEGEND

Ó

Destination nodes

Vehicular routes



Pedestrian routes



Car parking



Maintenance/events access

10 20 50

10

16

SITE ASSESSMENT REPORT | GREYSTANES SKATE FACILITY





#### DARLING STREET PARK

- No direct public transport. Local 809 and 810x bus service stops within walking distance.
- A pedestrian path connects the north of the site to Hackney Reserve and the Great Western Highway via a footpath under the Western Motorway.
- · No defined pedestrian paths within the park.
- On site parking is provided at the Greystanes Devils club house and off Darling street adjacent to Beresford Road Public School.
- On street parking is provided adjacent to the site along Darling Street.

#### **LEGEND**

0

Destination nodes



Vehicular routes



Pedestrian routes



Car parking



Maintenance/events access

В

Bus Stop

0 10 20 50

GREYSTANES SKATE FACILITY | SITE ASSESSMENT REPORT



# 3. NATURAL + PASSIVE SURVEILLANCE, SECURITY AND SAFETY

Given we are looking at creating a public sporting facility with the main users being below the age of 18 it is critical to ensure the facility is visually open, safe and easily accessed in the case of an emergency. Questions asked for this criterion include;

- Is the site visually prominent with good public and passive surveillance for safety and for the promotion of the facility and youth activity?
- Is the site a short distance from police response calls and does it provide ease of police access on scheduled routes?
- Can the site provide adequate emergency vehicle access (fire and ambulance)?
- Can vehicular access be restricted at the proposed site to prevent skating at night by car light if applicable?
- Can the proposed site provide safe entry to and from the site and safe setbacks from busy roads and intersections?



	2	3
4	5	6
7	8	9
10	11	12























SITE ASSESSMENT REPORT | GREYSTANES SKATE FACILITY





#### BATHURST STREET PARK

- The site is open and visually prominent to the North, Passive surveillance is provided from Bathurst Street, patrons of the shops and day to day park users.
- The area to the back of the shops has a poor visual impact on the site and creates enclosed spaces.
- The large amount of utilitarian fencing around the courts and buildings create visual barriers and intimidating visual quality.
- Tree and low level planting to the south east corner limit clear views into the site from this aspect.
- Emergency vehicle access can be easily provided from the car park through removable bollards.
- The site is set back from busy roads with a post and rail fence creating a defined edge to the site.
- The adjacent parking and road is sufficient distance away from the site to prohibit car headlights from lighting the space at night.

#### **LEGEND**

Passive surveillance - Views In/Out

Visual obstruction - Vegetation

Enclosed Space

Emergency Access

• • • • Police scheduled routes

0 10 20 50 100

GREYSTANES SKATE FACILITY | SITE ASSESSMENT REPORT

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#### DIRRABARI RESERVE

- . The site is visually prominent from both Watkin Trench Parade and Edward Drive, with excellent passive surveillance from nearby residents and park users.
- · Views are restricted by a number of mature trees along Greystanes Road, causing several enclosed spaces in this area.
- . Emergency access is provided from the north west corner of the site through a removable bollard gateway.

#### LEGEND

Passive surveillance - Views In/Out

Visual obstruction - Vegetation

Enclosed Space

Emergency Access

· · · Police scheduled routes

SITE ASSESSMENT REPORT | GREYSTANES SKATE FACILITY

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#### GREYSTANES SPORTSGROUND

- Good passive surveillance is provided within the park from wider park users and passing vehicles along Merrylands Road.
- Vegetation divides the site in two limiting views, however creates an ideal visual buffer to the car park.
- Views into the site are limited from the south due to a retaining wall along a proportion of Bolaro Avenue.
- The south west corner of the site has several enclosed spaces due to boundary fences associated with residential properties and the tennis courts.
- Clear emergency access is provided on site from Bolaro Avenue.
- The area is a safe set back from adjacent roads and sufficient distance away from the site to prohibit car headlights from lighting the space at night.

#### **LEGEND**

Passive surveillance - Views In/Out
 Visual obstruction

Enclosed Space

Emergency Access

• • • • Police scheduled routes

0 10 20 50 100

GREYSTANES SKATE FACILITY | SITE ASSESSMENT REPORT





#### DARLING STREET PARK

- The south of the site is visually prominent from Darling Street with excellent passive surveillance into the park from a higher vantage point.
- The northern end is restricted by adjacent back of house fence lines, dense trees, the Western Motor Way and rugby field. Although the rugby field is an open space with minimal obstructions, the area is too great a distance from Darling Street for appropriate passive surveillance.
- Emergency access is provided from Darling Street and the Rugby Club.
- Mounding towards the east edge of the site restricts views and creates an enclosed area.
- The site has some mature trees along the Darling Street edge and a toilet block towards the west which obstruct some sight lines.
- Beresford Road Public School borders the west boundary.
   Although divided by a high fence line passive surveillance is still maintained into the park, however only relevant during school hours.

#### LEGEND

Passive surveillance - Views In/Out

Visual obstruction - Vegetation

Emergency Access

Enclosed Space

Police scheduled routes

0 19 20 50 100

SITE ASSESSMENT REPORT | GREYSTANES SKATE FACILITY



#### 4. PROXIMITY TO AMENITIES

An active public sporting facility such as a outdoor youth space should have appropriate ancillary amenities as outlined in the previous sections. This includes shade for viewing and resting, drink fountains and nearby toilets given users can spend many hours using a youth space in a single session.

Questions asked for this criterion are;

- Are associated amenities such as public telephone, toilets, water, shelter and shade existing and available or effective to install at the site?
- Is the site close to shops selling food and drink and is there
  potential for seasonal, peak time and/or event day food and
  drink outlets?

























1. Bathurst Street Park - Locked toilet block
2. Bathurst Street Park - Drinking fountain
3. Bathurst Street Park - Nearby shops
4. Dirrabari Reserve - Sheker + BBQ area
5. Dirrabari Reserve - Drinking fountain
6. Dirrabari Reserve - Nearby cafe
7. Greystanes Sportsground - Locked toilet block
8. Greystanes Sportsground - Nearby shops
10. Darling Street Park - Locked toilet block
11. Darling Street Park - Seating on the southern edge
12. Darling Street Park - Rugby club

GREYSTANES SKATE FACILITY | SITE ASSESSMENT REPORT





#### BATHURST STREET PARK

- Centrally located there are existing water bubblers, litter bins, and bench seating associated with the courts and pitches.
   These are in need of refurbishment, but offer an opportunity to relocate them as part of the potential facility.
- · Shade provision is minimal.
- Toilets and a BBQ are located in the nearby club house and are open at designated times when the club house is in use.
- The nearest shop providing food and drink is directly adjacent the site.
- Adequate space is available to host temporary food outlets for events or at weekends e.g. mobile food trucks.

#### LEGEND

Р

Parking



Sports Pitches/Court



Eateries and Cares

Toilets + Clubhouse



Play Area

0 10 20 50 100

SITE ASSESSMENT REPORT | GREYSTANES SKATE FACILITY

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#### DIRRABARI RESERVE

- Associated with the play space and courts are existing water bubblers, litter bins, BBQ's, all positioned within a covered seating area.
- Shade is provided though one shade shelter and through large existing trees that provide natural shade particularly in the afternoon sun.
- · Toilets are not available.
- The nearest shop providing food and drink is within 200m walk.
- Adequate space is available to host temporary food outlets for events or at weekends e.g. mobile food trucks.

#### LEGEND

Р

Parking



Sports Pitches/Court



Eateries and Cafes

Toilets + Clubhouse



Play Area

0 10 20 50 100

GREYSTANES SKATE FACILITY | SITE ASSESSMENT REPORT





#### GREYSTANES SPORTSGROUND

- Bench seating, water bubbler, and litter bins are currently provided on site, associated with the play area.
- Public toilets are located on site, however are locked the majority of the time and only available for use when the nearby pitch is being used.
- No formalised shade is provided within the sportsground, however some natural shade is provided by the existing trees around the centre and edges of the site.
- The site is positioned within 200m of a small shopping area, with food and drink stores immediately across the road.
- Adequate space is available to host temporary food outlets for special event.

#### LEGEND

Р

Parking



Sports Pitches/Court



Eateries and Cares



Toilets + Clubhouse

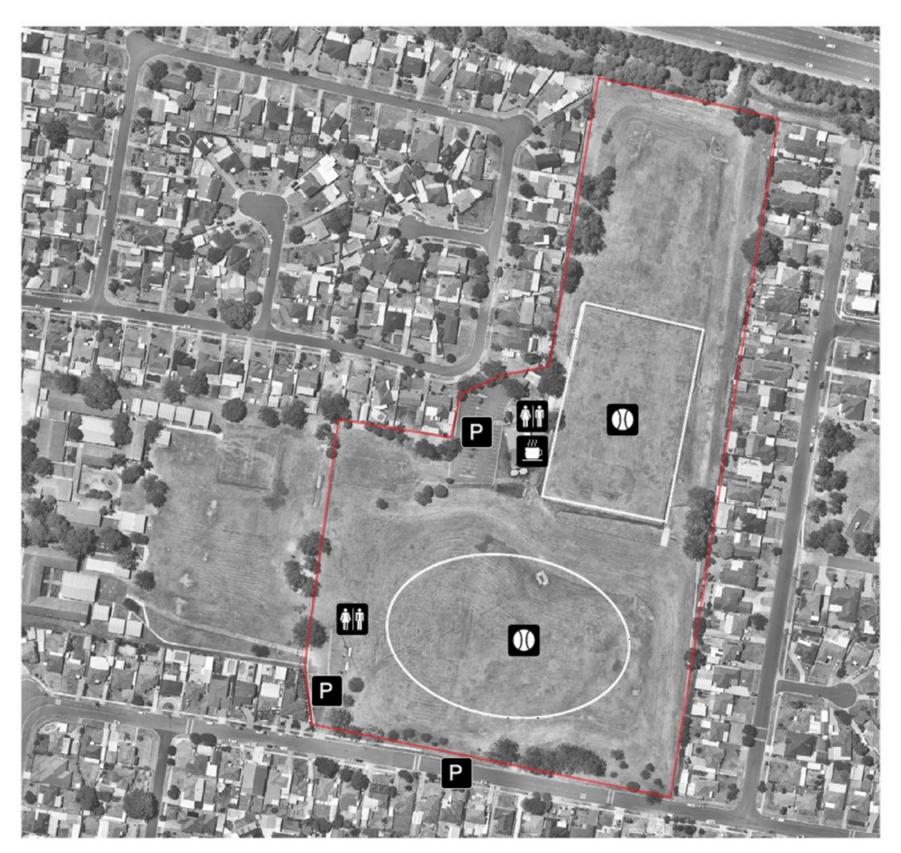


Play Area

0 10 20 50 100

SITE ASSESSMENT REPORT | GREYSTANES SKATE FACILITY





#### DARLING STREET PARK

- Bench and grass mound seating are currently provided on site, associated with the cricket and rugby fields.
- No shade shelter is currently provided, with minimal shading from existing trees.
- Toilets are available, however currently fenced off and not open for public access.
- The nearest shop providing food and drink is rugby club house, however only open during restricted business hours.
- Adequate space is available to host temporary food outlets for events or at weekends e.g. mobile food trucks.

#### LEGEND

Р

Parking



Sports Pitches/Court



Eateries and Cafes



Toilets + Clubhouse

出

Play Area

0 10 20 50 10

GREYSTANES SKATE FACILITY | SITE ASSESSMENT REPORT



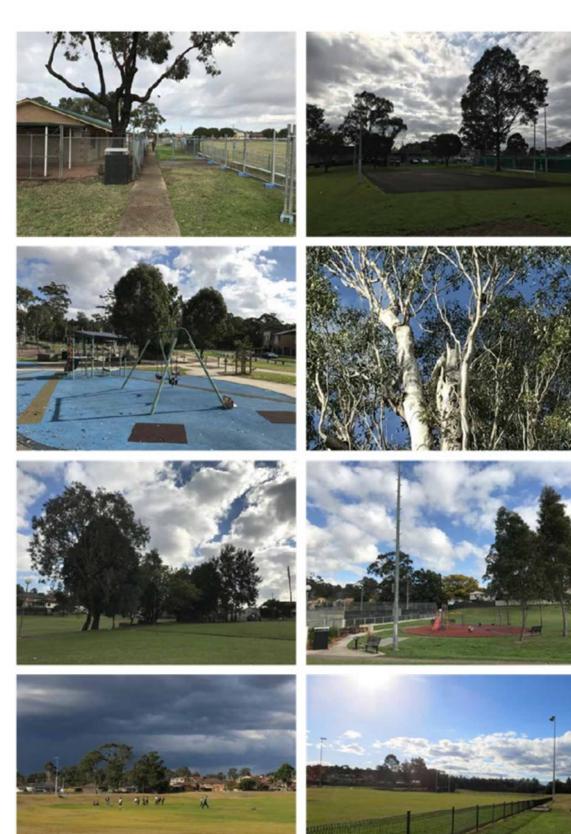
#### 5. IMPACT ON EXISTING FACILITIES, ADJOINING USES + USERS

To assess the suitability of a site, one of the main considerations is how much impact will a new facility have on the existing users and use of the space. This can be a contentious community issue and so the following questions have been asked for this criterion:

- · Can the site facilitate minimal loss of green space?
- Can the site facilitate minimal impact on ecological systems e.g. wetlands, foreshore and bushland?
- Can the site facilitate minimal loss of mature or significant trees?
- Can the site facilitate minimal impact on pedestrian or road network and access including existing desire lines?
- Will the location of a youth facility on the site not substantially displace existing recreational or other site users?
- Are there any existing heritage items or indigenous people's claims for land title or cultural significance at the site?
- · Is there a history of 'anti-social' activity of behavior at the site?

1. Bathurst Street Park - Central path along side clubhouse
2. Bathurst Street Park - Netball court
3. Bathurst Street Park - Planting and mature trees
4. Dirrabari Reserve - Play area
5. Dirrabari Reserve - Nesting coctatoos
6. Dirrabari Reserve - "S' pedestrian/cycle path
7. Greystanes Sportsground - Existing mature trees
8. Greystanes Sportsground - Plat area in need of refurbishment
9. Greystanes Sportsground - Open sports pitch
10. Darling Street Park - Southern cricket oval
11. Darling Street Park - Northern rugby field
12. Darling Street Park - School to the west

1	2	3
4	5	6
7	8	9
10	11	12









#### BATHURST STREET PARK

- The majority of the site is currently made up of turfed sports pitches or hard courts with little ecological importance. Some loss of turfed area may occur with the new facility.
- Existing mature trees border the site, but the space allows for these to remain as is.
- Minimal alterations to pedestrian networks or desire lines will be required as part of the potential facility. If however the facility is located centrally adjacent to the tennis courts, the main pedestrian link across the park may need realigning to provide sufficient space.
- Existing open facilities include a small play area, which is in need of refurbishment and offers an opportunity to reestablish them as part of the potential facility or relocate elsewhere.
- The adjacent sports pitch may result in some minor conflict of use, but through spatial design can be easily remodelled to provide a coherent buffer space between both areas.

#### LEGEND

Gre

Green space that may be impacted

Possible path realignment required



Existing Trees

••••

Connection with other recreation facilities

0 10 20 50 10

GREYSTANES SKATE FACILITY | SITE ASSESSMENT REPORT

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#### DIRRABARI RESERVE

- The majority of the site is currently made up of turfed sports pitches or hard courts with little ecological importance. Some loss of turfed area may occur with the new facility.
- Existing mature trees border the site, but the space allows for these to remain as is.
- Minimal alterations to pedestrian networks or desire lines will be required as part of the potential facility. If however the facility is located centrally adjacent to the tennis courts, the main pedestrian link across the park may need realigning to provide sufficient space.
- Existing open facilities include a small play area, which is in need of refurbishment and offers an opportunity to reestablish them as part of the potential facility or relocate elsewhere.
- The adjacent sports pitch may result in some minor conflict of use, but through spatial design can be easily remodelled to provide a coherent buffer space between both areas.

#### LEGEND

Green space that may be impacted

Existing pedestrian path retained

Existing Trees

Connection with other recreation facilities

0 19 20 50 100

30

SITE ASSESSMENT REPORT | GREYSTANES SKATE FACILITY





#### GREYSTANES SPORTSGROUND

- The site is currently made up of informal lawned area, but this
  is of no ecological importance.
- Existing mature trees exist along the south and western borders of the site, but the potential facility would have minimal impact on these.
- Existing heritage palms border the library forecourt, limiting the flexibility of the site.
- A busy pedestrian route runs along the south east edge of the site, linking the train station, library and shops. This is to be retained as an important pedestrian link. A potential facility may cause conflict between new active users and current pedestrian flow.
- The close proximity of the existing sports pitch limits the sites scale. It is envisaged that the apron layout of the potential site will result in conflict of uses, between balls and boards.

LEGEND

Green space that may be impacted

Existing pedestrian path retained

Existing Trees

Connection with other recreation facilities

0 10 20 50 100

GREYSTANES SKATE FACILITY | SITE ASSESSMENT REPORT





#### DARLING STREET PARK

- The majority of the site is currently made up of turfed sports pitches with little ecological importance. Some loss of turfed area may occur with the new facility.
- Existing mature trees border the site, but the unprogrammed space allows for these to remain as is.
- The adjacent sports pitches may result in some minor conflict of use, but through spatial design can be easily remodelled to provide a coherent buffer space between both areas.
- Beresford Road Public School borders the west boundary. This
  close proximity offers great potential for school programmed
  activation opportunities.

#### LEGEND

Green space that may be impacted

Existing pedestrian path retained



Existing Trees

•••

Connection with other recreation facilities

0 20 50

32

SITE ASSESSMENT REPORT | GREYSTANES SKATE FACILITY



# 6. DISTANCE FROM HOUSING + INCOMPATIBLE LAND USE

Another major consideration for any new public sporting facility is the potential impact of noise and light to nearby housing. It is important that the new outdoor youth facility is placed to minimise impact to surrounding residential areas. We have undertaken acoustic assessments of a number of existing skate parks and youth spaces to ascertain an appropriate distance from residential areas and as a guide 50m is considered an acceptable distance for a purpose built skate park or youth space. Please note that this is subject to a more detailed acoustic analysis and investigation.





















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4	5	6
7	8	9
10	11	12







GREYSTANES SKATE FACILITY | SITE ASSESSMENT REPORT





#### BATHURST STREET PARK

- · The park is surrounded by residential properties.
- Applying the 50m offset a significant section of the park falls within the offset, limiting potential feasible areas. Acoustic studies may be required if deemed inappropriate for residents.

#### LEGEND

An

Area outside of 50m offset

50m offset from residential

10 20 50 10

SITE ASSESSMENT REPORT | GREYSTANES SKATE FACILITY





#### DIRRABARI RESERVE

- The park is lined with residential properties on both the north and south boundaries.
- Applying the 50m offset a significant section of the park falls within the offset, limiting potential feasible areas. Acoustic studies may be required if deemed inappropriate for residents.

#### LEGEND

Area outside of 50m offset

50m offset from residential

0 10 20 50 10

GREYSTANES SKATE FACILITY | SITE ASSESSMENT REPORT

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#### **GREYSTANES SPORTSGROUND**

- · The park is surrounded by residential properties.
- Applying the 50m offset a significant section of the park falls within the offset, limiting potential feasible areas. Acoustic studies may be required if deemed inappropriate for residents.

LEGEND

Area outside of 50m offset

50m offset from residential

SITE ASSESSMENT REPORT | GREYSTANES SKATE FACILITY

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#### DARLING STREET PARK

- · The parks boundary is lined with residential properties.
- Applying the 50m offset a significant section of the park falls within the offset, limiting potential feasible areas. Acoustic studies may be required if deemed inappropriate for residents.

#### LEGEND

Area o

Area outside of 50m offset

50m offset from residential

0 10 20 50 1

GREYSTANES SKATE FACILITY | SITE ASSESSMENT REPORT



#### BATHURST STREET PARK

- Bathurst Street Park has a number of sporting and recreation facilities, with the addition of a skate and family space complementing the existing programs.
- The adjacent sports pitch offers opportunity for temperary events, of a local or neighbourhood scale when not in use.
- The site provides good access for events vehicles, such as food trucks or events vehicles.



#### 7. EVENT SPACE OPPORTUNITIES

With centrally located facilities presenting the opportunity to become a major community activity node, not just for skating/bmx and scooter users but also basketball, parkour, bouldering, community events, clinics and competitions, sites must be assessed for their suitability to play such a role. Questions therefore include;

- Is the proposed site adjacent to like/complimentary activities to create a greater recreational experience?
- Does the site have the ability to cater for larger crowds and temporary infrastructure during peak use and events?

#### DIRRABARI RESERVE

- Dirrabari Reserve is a neighbourhood park with a variety of existing programs including play area and courts. The addition of a skate facility would complement the existing programs.
- . The site is large enough to facilitate local or neighbourhood based competitions,
- The site provides good access for events vehicles, such as food trucks or events vehicles.

#### GREYSTANES SPORTSGROUND

- Greystanes Sportsground is a designated sport and recreation area. The addition of a skate facility would complement these existing programs.
- . The north western lawn is large enough for temporary events of all scales.
- The site provides access from the south for events vehicles, however a stepped level change restricts easy access to the north west of the site.



#### DARLING STREET PARK

- Darling Street Park is predominately a cricket and rugby sporting area. With a public school directly adjacent the addition of a skate facility would complement all existing programs.
- The north west corner provides an informal turf carpark for large events at the rugby club. This space is large enough for temporary events of all scales.
- The site provides access from the rugby club carpark for events vehicles.



2

3

Bathurst Street Park - Netball court suitable for events
 Dirrabari Reserve - Open lawn area suitable for events
 Greystanes Sportsground - Open lawn area suitable for events
 4. Darling Street Park - Informal turf carpack area

4

SITE ASSESSMENT REPORT | GREYSTANES SKATE FACILITY

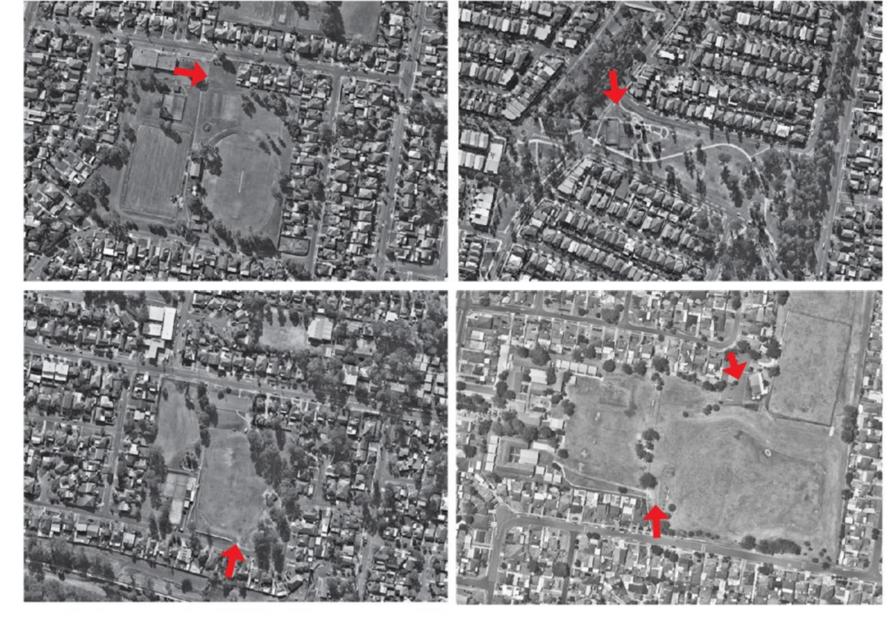


#### 8. MAINTENANCE

Maintenance is important to ensure the park can be cleaned easily and regularly. Questions therefore asked for this criterion are;

. How readily accessible is the site to regular cleaning for existing council cleaning and maintenance team?

All sites have clear and controlled access points that are regularly used by council maintenance teams.



**LEGEND** 

Maintenance access







- Bathurst Street Park
   Dirrabari Reserve
   Greystanes Sportsground
   Darling Street Park

GREYSTANES SKATE FACILITY | SITE ASSESSMENT REPORT

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**BATHURST STREET** 



# SITE ASSESSMENT

#### 9. CONTEXT & AMENITY

The criteria applies to the socialisation that occurs at skate facilities and the importance of providing facilities that are where young people want to be and that wider community networks and amenities have a relationship to the site. The following questions will be asked for each of the sites regarding context and amenity;

- Is the site location where young people want to be or adjacent to where they currently congregate?
- Is the site in close proximity to existing shopping centres, sports or recreation facilities or interested schools?
- Is the site within or adjacent to a major community hub or central area?

#### **LEGEND**

Study Area



Young people congregation areas



Shopping Centres



Sports and recreation facilities



Schools/TAFE

Community hub/centre

SITE ASSESSMENT REPORT | GREYSTANES SKATE FACILITY





Study Area

Young people congregation areas

Shopping Centres

Sports and recreation facilities

Schools/TAFE

Community hub/centre

GREYSTANES SKATE FACILITY | SITE ASSESSMENT REPORT



# GREYSTANES SPORTSGROUND 10

LEGEND

Study Area

Young people congregation areas



Shopping Centres



Sports and recreation facilities

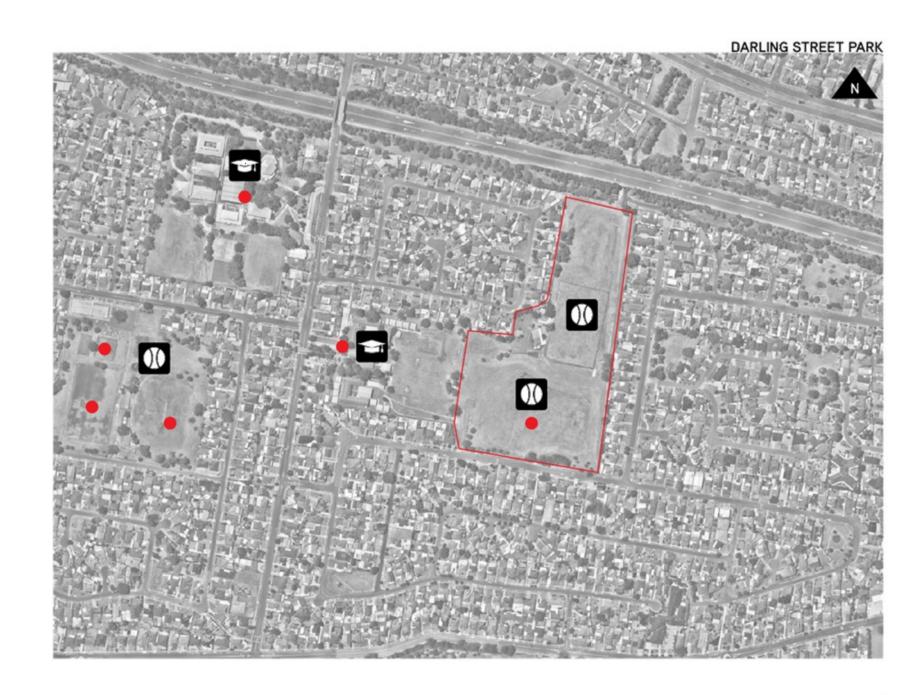


Schools

Community hub/centre

SITE ASSESSMENT REPORT | GREYSTANES SKATE FACILITY





Study Area

Young people congregation areas

Shopping Centres

Sports and recreation facilities

Schools/TAFE

Community hub/centre

GREYSTANES SKATE FACILITY | SITE ASSESSMENT REPORT



# 10. CONSISTENCY WITH STRATEGIC OBJECTIVES

Sites for consideration need to conform to local planning schemes, embody strategic planning and reflect the current land use zones. Therefore for this criterion the following questions needs to be asked:

 Is the location consistent with the strategic land use, masterplanning, planning schemes and zoning?

Little information is currently available on all the sites, apart from the Bathurst Street Park which has a plan of management developed in 2007.

#### BATHURST PARK PLAN OF MANAGEMENT MARCH 2007

The report provides management objectives. The overriding vision includes:

- Improving the quality of park treatments to reduce the institutional character of the park compatible with security requirements and thus improve recreational experiences
- Visual and shade planting to improve the visual amenity of the site
- Formalisation of path access
- Reinforcement of pedestrian and cycle access
- · Upgraded lighting to the central access path
- Review of local need of netball court (possible relocation) or investigation of siting the two courts together to promote greater efficiencies / site relationships
- Construction of an additional mini soccer field to accommodate growing demand from Roo Ball teams
- The need to extend the children's playground to cater for a wider age group range and for children with disabilities

- Seating associated with the children's playground
- · Additional shelter / shade, particularly surrounding the sports fields
- Path access from the Grafton Street access path linking to the central path
- Path access loop around playground linked to central path
- Path access to the netball and tennis courts
- . The need for shade trees and / or structures over the play facility
- The need for shaded seating adjacent to the play facility and near playing fields
- The need for visual and access buffer at the rear of the shopping centre and near carpark
- . The need for enhanced lighting along the central path access route

SITE ASSESSMENT REPORT | GREYSTANES SKATE FACILITY



#### CRITERIA MATRIX RESULTS

The following table lists the criteria used for assessment, gives each a rating with respect to importance to the future success of the proposed facility, and from the site assessment assigns a weighting (1 low importance weighting to 5 high importance weighting). The rating factor is multiplied by the weighting to give a total score. This is then used to calculate the percentage total outcome for each site, enabling direct comparison of different sites in an equal platform.

The total percentage outcomes are applied to the following rating system guide to rank each sites suitability. This ranking system is a comparative, rating one site against another. General percentages are used to clarify the following recommendations:

#### GOOD - 75% < 100%

If a site achieves a score 70% or above it is seen as a suitable site for any size or type facility.

#### FAIR - 50% < 74%

A score between 50% and 69% is considered a potential site for consideration, however should not be favoured over a higher scoring site. This score indicates there are key criteria that are not met at the site, and these will need to be addressed within the design to create a successful outdoor youth facility, which may reduce the scope of active youth provision.

#### POOR - 0% < 49%

Any site scoring below 40% should not be considered for a outdoor youth facility. As every site is distinct to its particular context and situation, the above rating system should be used as a guide only.

CRITERIA	IMPORTANCE 1 Low / 5 High	BATHURST STREET PARK	DIRRABARI RESERVE	GREYSTANES	DARLING STREET PARK
Physical site conditions & technical considerations					
Is the proposed site capable of catering for a neighbourhood facility type? (ie: large enough to cater for events if we are looking for a regional scale park?)	5	4	4	4	3
Is the proposed site free of existing land use implications, covenants, ease- ments, service access requirements and/or underground/overhead power lines, water and gas?	3	5	4	2	2
Is the site encumbered by the implications of geotechnical conditions, ground water, drainage?	3	4	4	3	3
2. Access/transport					
Is there access to public transport at the proposed site?	5	3	3	3	2
Are there pedestrian/footpath connections from transport nodes to the pro- posed site?	4	4	5	3	3
Is there a sale drop off area or adequate car parking if applicable?	4	4	2	4	5
Natural surveillance, security and safety					
Is the site visually prominent with good natural and passive surveillance for safety and for the promotion of the facility and activity?	5	3	5	3	2
Is the site a short distance from police response calls and does it provide ease of police access on scheduled routes?	3	3	3	3	3
Can the site provide adequate emergency vehicle access (fice and ambulance)?	4	5	5	3	5
Can vehicular access be restricted at the proposed site to prevent activity at night by can light if applicable?	1	5	5	5	5
Can the proposed sike provide safe entry to and from the sike and safe selbacks from busy roads and intersections.	3	5	5	4	5
4. Proximity to amenities (water, toilets, shade, food &	drink)				
Are associated amenities such as public toilets, water, shelter and shade, exist- ing and available or cost effective to install at the site?	5	4	5	4	3
Is the site close to shops selling food and drink and is there potential for sea- sortal, peak time and/or event day food and drink outlets?	3	5	4	4	3
5. Impact on existing facilities, adjoining uses and user	rs .				
Can the site facilitate minimal loss of green space?	2	4	3	4	5
Can the site facilitate minimal impact on existing ecological systems eg, wet- lands, foreshore and bushland?	3	5	3	5	5

GREYSTANES SKATE FACILITY | SITE ASSESSMENT REPORT



CRITERIA	IMPORTANCE 1 low / 5 high	BATHURST PARK	DIRRABARI RESERVE	GREYSTANES	DARLING STREET PARK
Can the site facilitate minimal loss of significant trees?	3	5	4	5	5
Can the site facilitate minimal impact on pedestrian or road network and access including existing desire lines?	2	3	5	5	5
Will the location of a youth facility on the site mitigate displacement of existing recreational or other site users?	2	3	5	5	4
Is the site encumbered by existing heritage items, native fitle claims or items of cultural significance?	3	5	5	5	5
Is there a history of "anti-social" activity of behaviour at the site?	4	3	5	3	4
6. Distance from housing & incompatible land use					
Is the site location an adequate distance (50m) from residential dwellings to mitigate potential noise and light intrusions?	5	2	1	2	3
Is the site sufficiently located away from adjacent or nearby incompatible land uses, other activities or services?	3	3	5	5	4
Has the site the capacity to place a youth facility in a location to maximise poise attenuation (eg: sunk into the ground, solld fencing etc.)	2	4	2	4	3
7. Event space opportunities (multiplicity of use)					
Is the proposed site adjacent to other like/complimentary activities to create a greater recreational experience	4	5	5	5	5
Does the site have the ability to cater for larger crowds and temporary infra- structure during peak use and events?	4	4	3	5	5
8. Maintenance issues					
Is the site readily accessible for regular cleaning by cleaning and maintenance teams.	4	5	5	4	5
9. Context & Amenity					
Is the site location where young people want to be or adjacent to where they currently congregate?	5	4	5	3	5
Is the site in close proximity to existing shapping centres, sports or recreation facilities or interested schools?	4	5	2	4	3
Is the site within or adjacent to a major community hub or central activity area?	4	4	3	3	5
410. Consistency with Strategic Objectives					
Is the location consistent with the strategic land use, masterplanning, planning scheme and zoning.	4	4	4	3	4
TOTAL	PERCENTAGE	80%	79%	74%	77%

SITE ASSESSMENT REPORT | GREYSTANES SKATE FACILITY



# O3 SITE SUITABILITY

#### NEIGHBOURHOOD SITE REQUIREMENTS

The following table illustrates essential or preferable requirements that are necessary for a neighbourhood facility. For example, where temporary event space is critical for a regional facility it is not necessary for a neighbourhood facility. These will requirements will be used to further test the sites suitability to host a neighbourhood facility.

#### NEIGHBOURHOOD KEY REQUIREMENTS

Appropriate size to cater for specific requirements of each type

Space for temporary seating & associated infrastructure for events

Public transport access available

Emergency vehicle access available

Adequate car parking /drop off available

Shelter/shade

Designated seating and viewing areas

Toilets (or in close proximity)

Rubbish bin/s

Drinking fountain/s

Appropriate entry and safety signage

Good natural surveillance

At least 50m from housing/residential areas

Close proximity of food/drink outlets

Proximity to youth interest areas (recreation spaces, schools)

Proximity to major community centre or centralized location?



Essential for facility to function properly



Preferable for facility to function properly



Figure 2.3 | Wolfongong Skate Plaza, NSW (size 800sqm)

GREYSTANES SKATE FACILITY | SITE ASSESSMENT REPORT

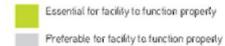


# **FACILITY REQUIREMENTS**

#### BATHURST STREET PARK

#### NEIGHBOURHOOD FACILITY KEY REQUIREMENTS

# Appropriate size to cater for a neighbourhood facility Space for temporary seating & associated infrastructure for events -Public transport access available Emergency vehicle access available Adequate car parking /drop off available Shelter/shade Designated seating and viewing areas Toilets (or in close proximity) Rubbish bin/s Drinking fountain/s Appropriate entry and safety signage Good natural surveillance At least 50m from housing/residential areas Close proximity of food/drink outlets Proximity to youth interest areas (recreation spaces, schools) Proximity to major community centre or centralized location?





Inability to provides for typology criteria

#### NEIGHBOURHOOD FACILITY SCALE COMPARISON - WOLLONGONG SKATE PARK



Figure 2.4 | Indicative overlay of neighbourhood facility - Wollangong Skate Plaza, NSW (size 800sqm)

SITE ASSESSMENT REPORT | GREYSTANES SKATE FACILITY

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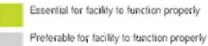


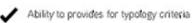
# **FACILITY REQUIREMENTS**

#### DIRRABARI RESERVE

#### NEIGHBOURHOOD FACILITY KEY REQUIREMENTS

# Appropriate size to cater for specific requirements of each type Space for temporary seating & associated infrastructure for events 🗸 Public transport access available Emergency vehicle access available Adequate car parking /drop off available Shelter/shade Designated seating and viewing areas Toilets (or in close proximity) Rubbish bin/s Drinking fountain/s Appropriate entry and safety signage Good natural surveillance At least 50m from housing/residential areas Close proximity of food/drink outlets Proximity to youth interest areas (recreation spaces, schools) Proximity to major community centre or centralized location?





X Inability to provides for typology criteria

#### NEIGHBOURHOOD FACILITY SCALE COMPARISON - WOLLONGONG SKATE PARK



Figure 2.5 | Indicative overlay of neighbourhood facility - Wollangong Skate Plaza, NSW (size 800sqm)

GREYSTANES SKATE FACILITY | SITE ASSESSMENT REPORT

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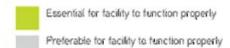


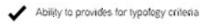
# **FACILITY REQUIREMENTS**

#### **GREYSTANES SPORTGROUND**

#### NEIGHBOURHOOD FACILITY KEY REQUIREMENTS

## Appropriate size to cater for specific requirements of each type Space for temporary seating & associated infrastructure for events 🗸 Public transport access available Emergency vehicle access available Adequate car parking /drop off available Shelter/shade Designated seating and viewing areas Toilets (or in close proximity) Rubbish bin/s Drinking fountain/s Appropriate entry and safety signage Good natural surveillance At least 50m from housing/residential areas Close proximity of food/drink outlets Proximity to youth interest areas (recreation spaces, schools) Proximity to major community centre or centralized location?





### Inability to provides for typology criteria

#### NEIGHBOURHOOD FACILITY SCALE COMPARISON - WOLLONGONG SKATE PARK



Figure 2.6 | Indicative overlay of neighbourhood facility - Wollongong Skate Plaza, NSW (size 800sqm)

SITE ASSESSMENT REPORT | GREYSTANES SKATE FACILITY

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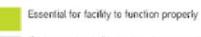


# **FACILITY REQUIREMENTS**

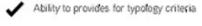
# DARLING STREET PARK

# NEIGHBOURHOOD FACILITY KEY REQUIREMENTS

Space for temporary seating & associated infrastructure for events	1
Public transport access available	1
Emergency vehicle access available	1
Adequate car parking /drop off available	1
Shelter/shade	×
Designated seating and viewing areas	1
Toilets (or in close proximity)	~
Rubbish bin/s	×
Drinking fountain/s	×
Appropriate entry and safety signage	1
Good natural surveillance	1
At least 50m from housing/residential areas	1
Close proximity of food/drink outlets	1
Proximity to youth interest areas (recreation spaces, schools)	1
Proximity to major community centre or centralized location?	1







Inability to provides for typology criteria



Figure 2.5 | Indicative overlay of neighbourhood facility - Wollongong Skate Plaza, NSW (size 800sqm)

GREYSTANES SKATE FACILITY | SITE ASSESSMENT REPORT



# CONCLUSION

# PREFERRED SITE RECOMMENDATION

The following recommendation for the preferred site considers the outcomes from both the site assessment and site suitability works.

The site assessment works demonstrated that all four sites have constraints, however Greystanes Sportsground has constraints that affects its potential as an optimum site for the skate facility. It is not recommended as the preferred site, although scoring reasonable well with 74%.

The site assessment works have demonstrated that the Bathurst Street Park, Dirrabari Reserve and Darling Street Park sites are appropriate for a neighbourhood skate facility, however, Bathurst Street Park ranked marginally higher with only a 4% difference in scoring.

The Bathurst Street Park site offers a unique design opportunity to tie into the existing recreational precinct, creating a linked network of active programs from the netball courts, play area and sports fields. A skate facility in this location would provide an opportunity to holistically tie all these active program together and provide a much needed revamp of the park setting.

The Bathurst Street Park site is only just large enough to accommodate a neighbourhood facility. If deemed appropriate, utilising old facilities such as the existing netball court could provide a facility of sufficient scale to meet community demand, whilst also providing space for local community events.

The Bathurst Street Park is a safe distance from major roads, ideally

located near car parking and shops and well connected by foot and public transport. Area is available to not require demolition of any existing park infrastructure and offers the opportunity to relocate and refurbish/replace the existing playground, footpath, and courts as part of the new facility improving natural surveillance and safety to this area.

Only scoring marginally higher than Dirrabari Reserve and Darling Street Park, the main points of difference were proximity to residential properties and passive surveillance. Dirrabari Reserve has very minimal unprogrammed space outside of a 50m offset from neighbouring housing. Darling Street has limited passive surveillance, which although is strong from some areas, it is not achieved from many points on site.

The site suitability works assessed the potential for each site to host a neighbourhood facility based on a comparable benchmark facility. When reviewing the results, both the Bathurst Street Park and Greystanes Sportsground sites meet all but two requirements, Darling Street Park failed to meet three and Dirrabari Reserve failed to meet four.

Overall, when assessed side by side, the Bathurst Street Park site has achieved the highest rating with respect to both the site assessment and site suitability criteria. As a result we recommend the Bathurst Street Park as the preferred site for a Neighbourhood Skate Facility.

Please note, although the Bathurst Street Park site has been identified as the preferred location, the Dirrabari Reserve and Darling Street Park sites also shows great potential for the development of a skate facility.

SITE ASSESSMENT REPORT | GREYSTANES SKATE FACILITY



# O5 APPENDICES

# **APPENDIX 1**

# DBYD BATHURST STREET PARK

1.1 Sydney Water

1.2 Uecomm

1.3 Optus

1.4 Telstra

1.5 Endeavour Energy

# **APPENDIX 2**

# DBYD DIRRABARI RESERVE

2.1 Electrical

2.2 Endeavour Energy

2.3 Telstra

2.4 Sydney Water

# APPENDIX 3

# DBYD GREYSTANES SPORTSGROUND

3.1 Telstra

3.2 Sydney Water

3.3 Endeavour Energy

# **APPENDIX 4**

# DBYD DARLING STREET PARK

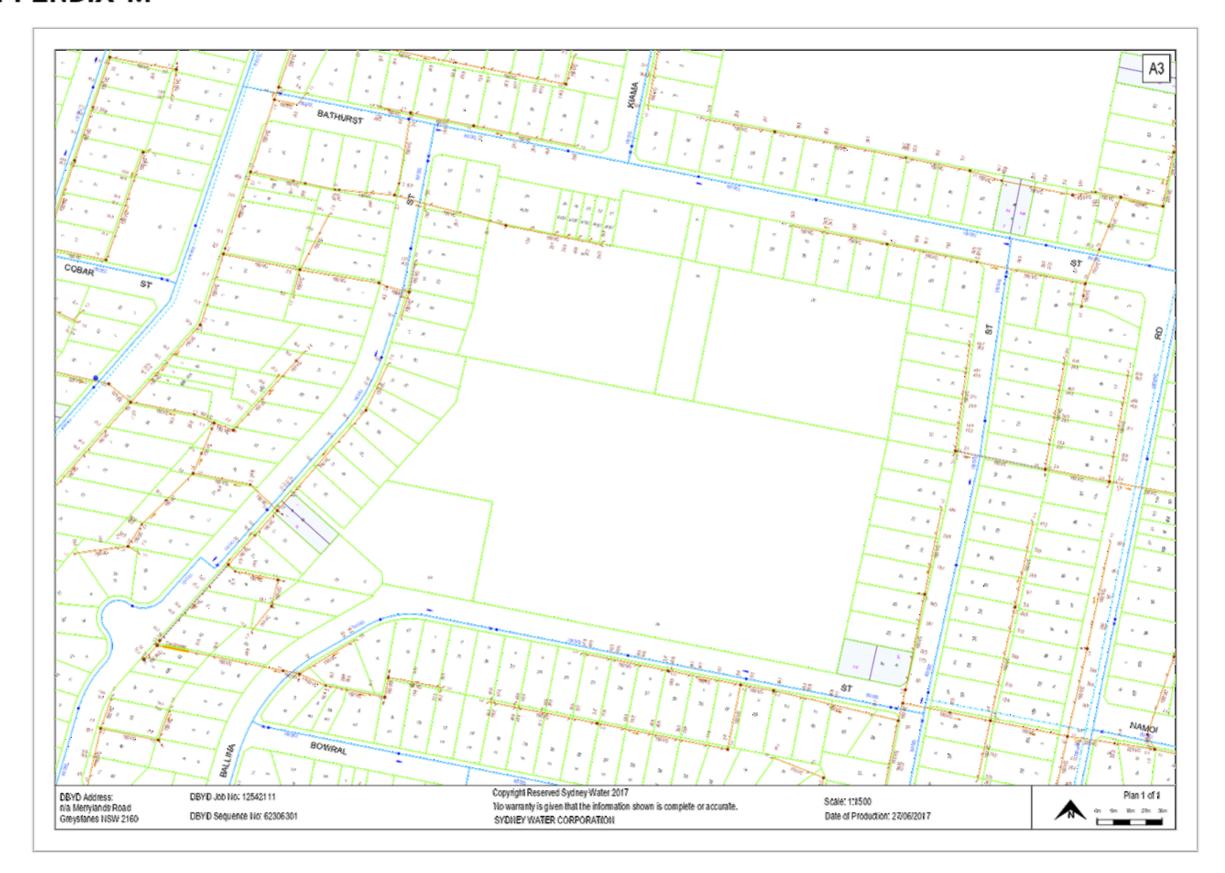
3.1 Telstra

3.2 Sydney Water

3.3 Endeavour Energy

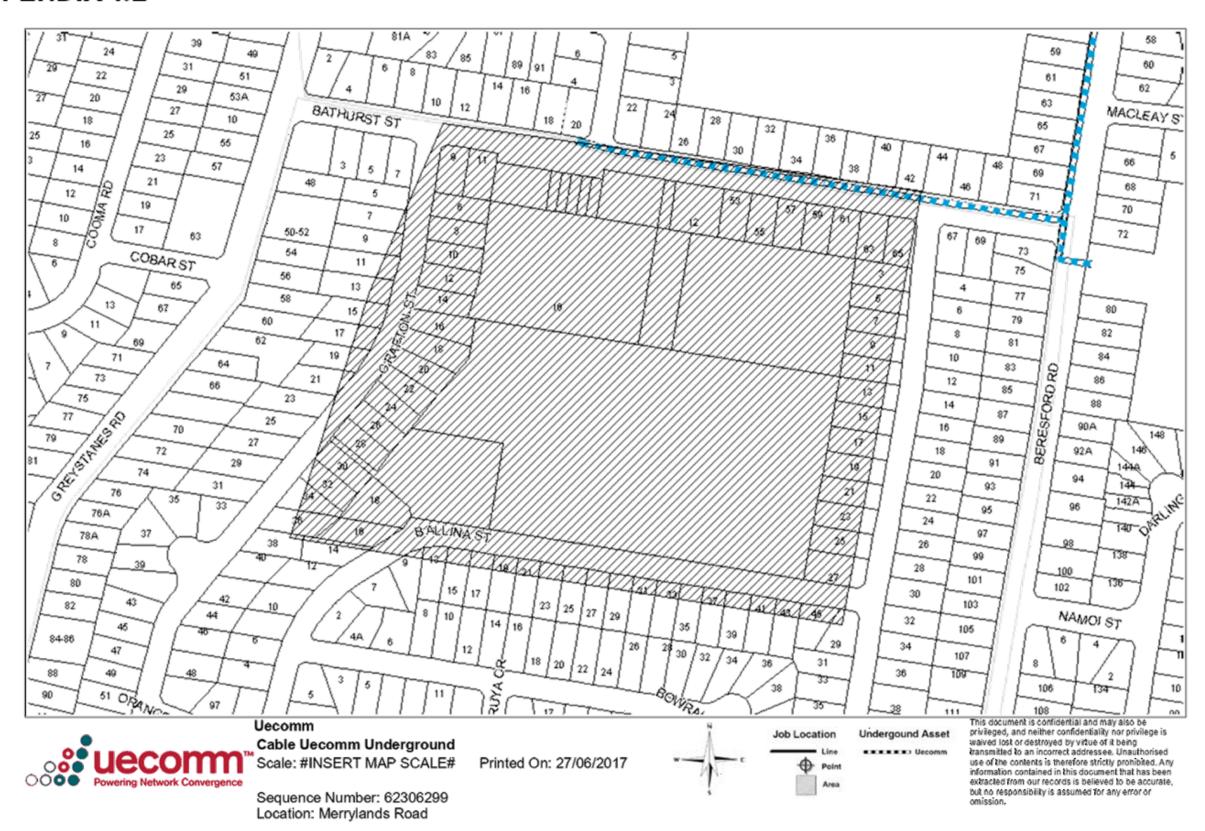
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SITE ASSESSMENT REPORT | GREYSTANES SKATE FACILITY





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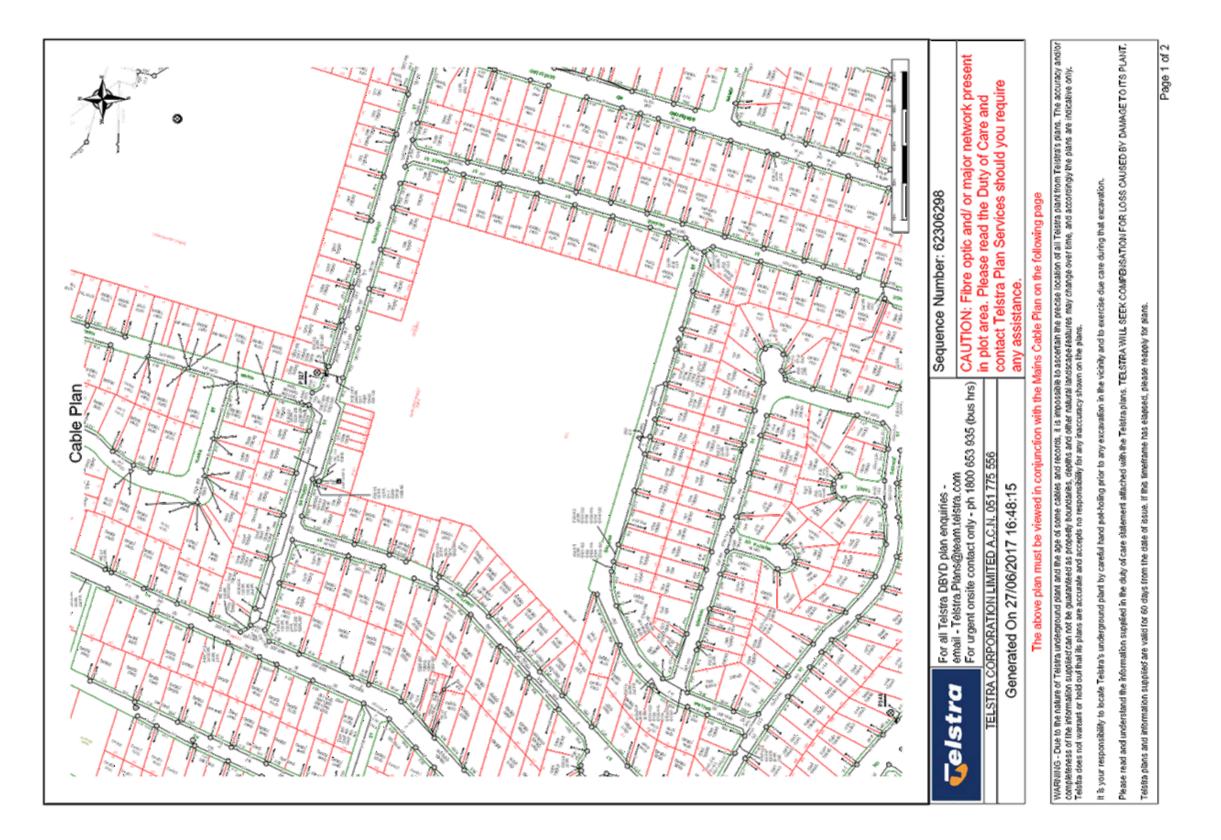
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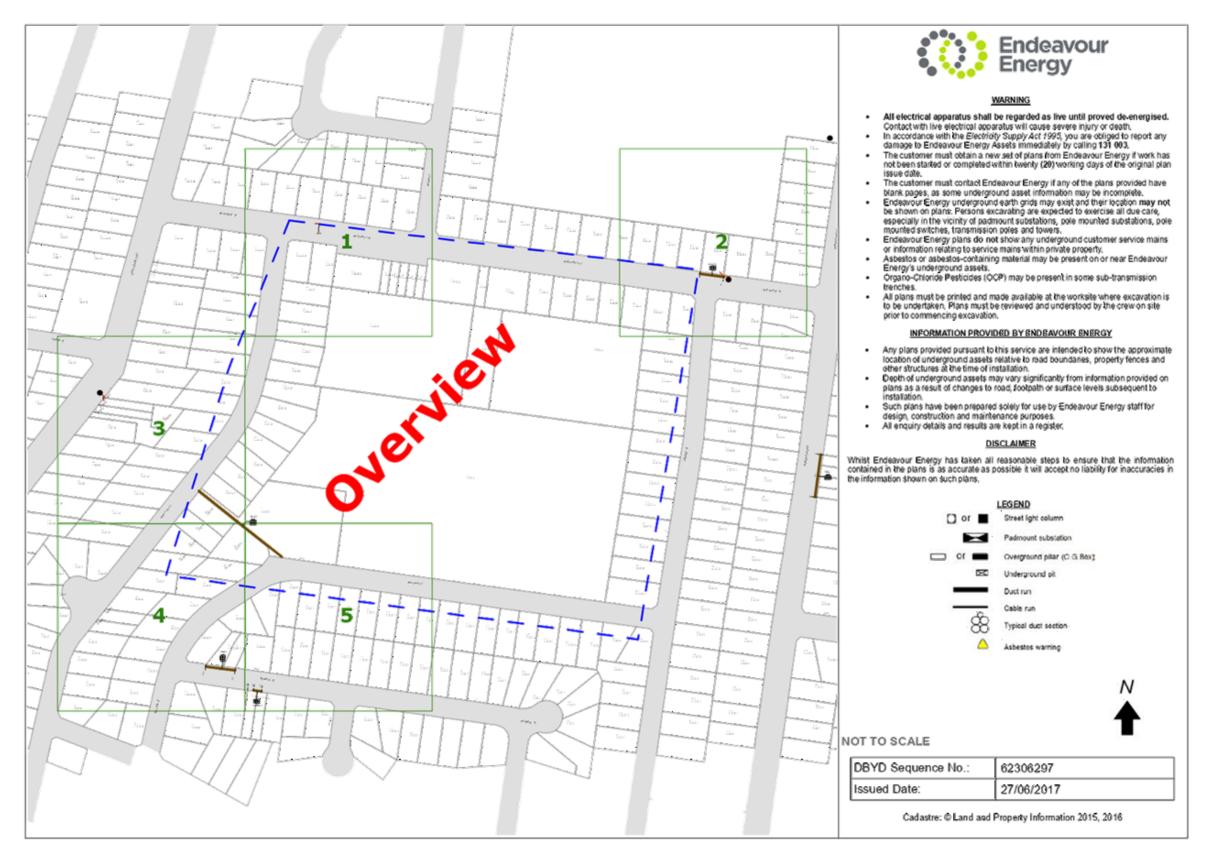
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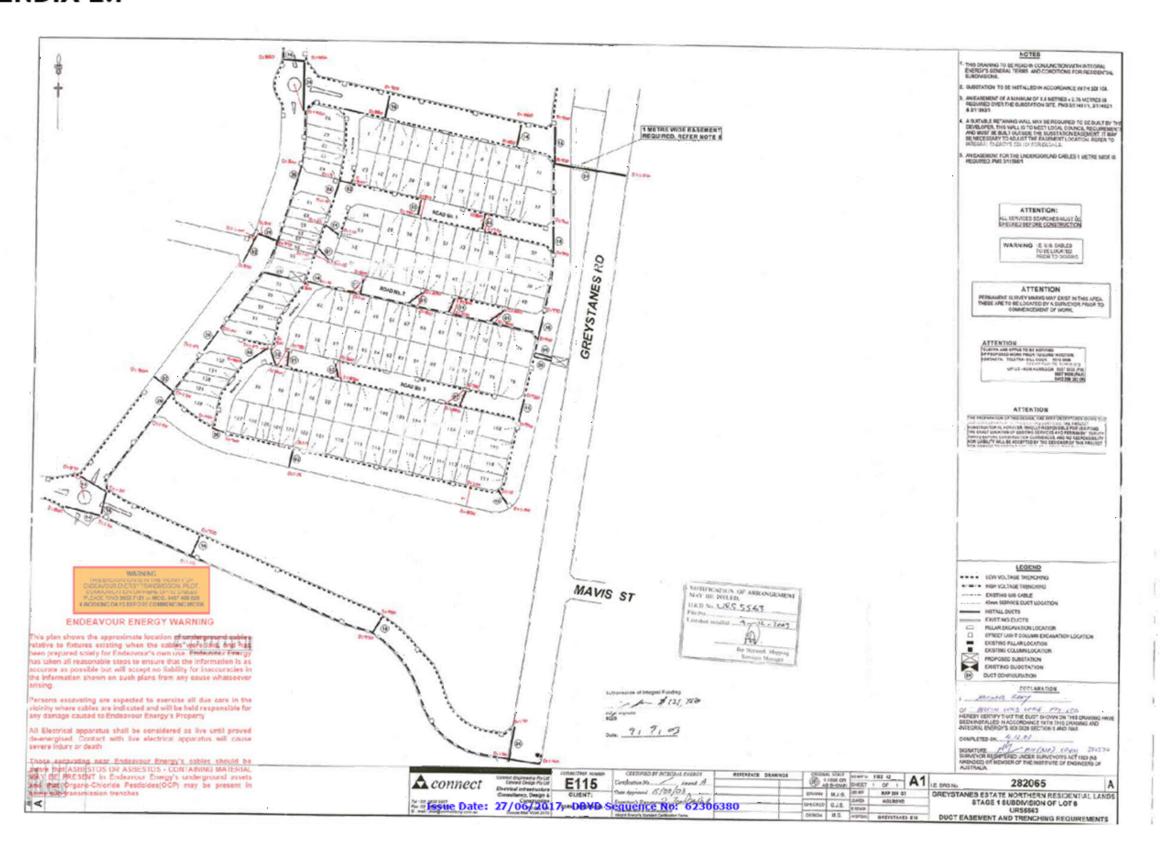
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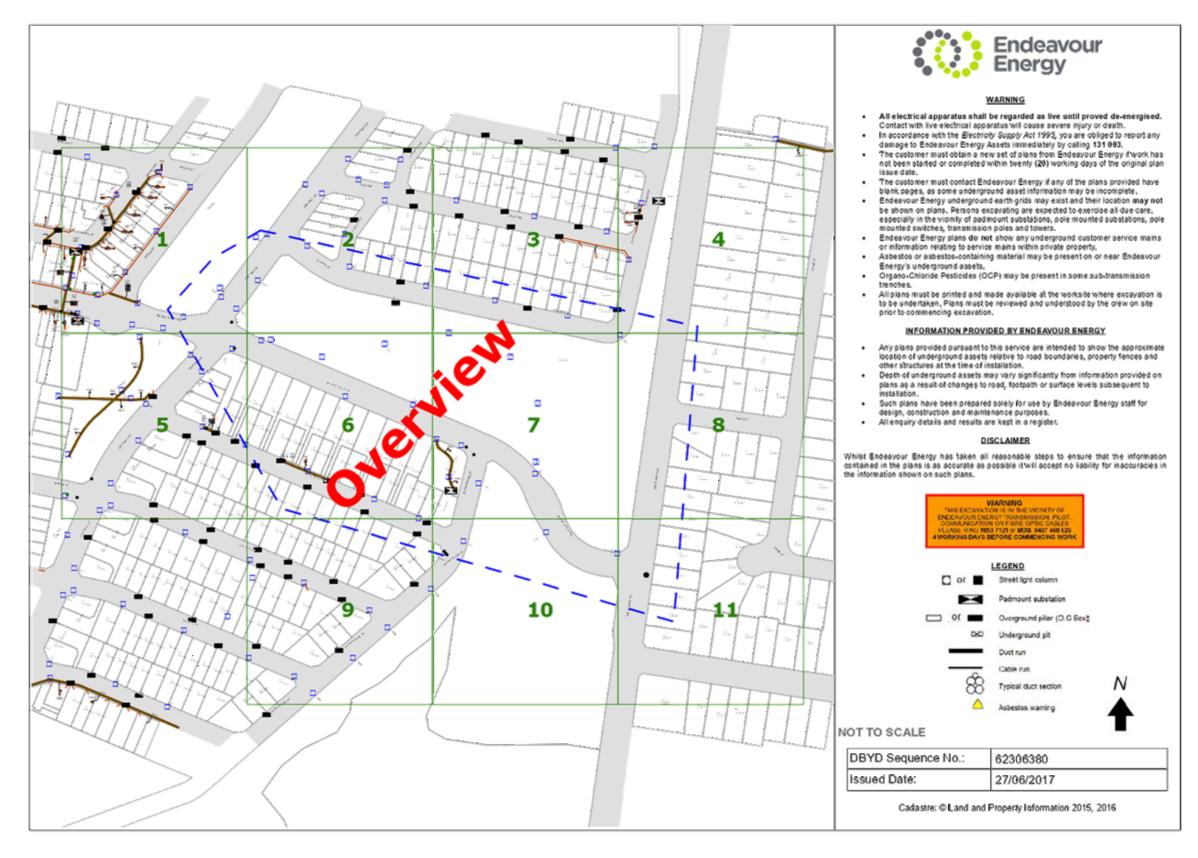
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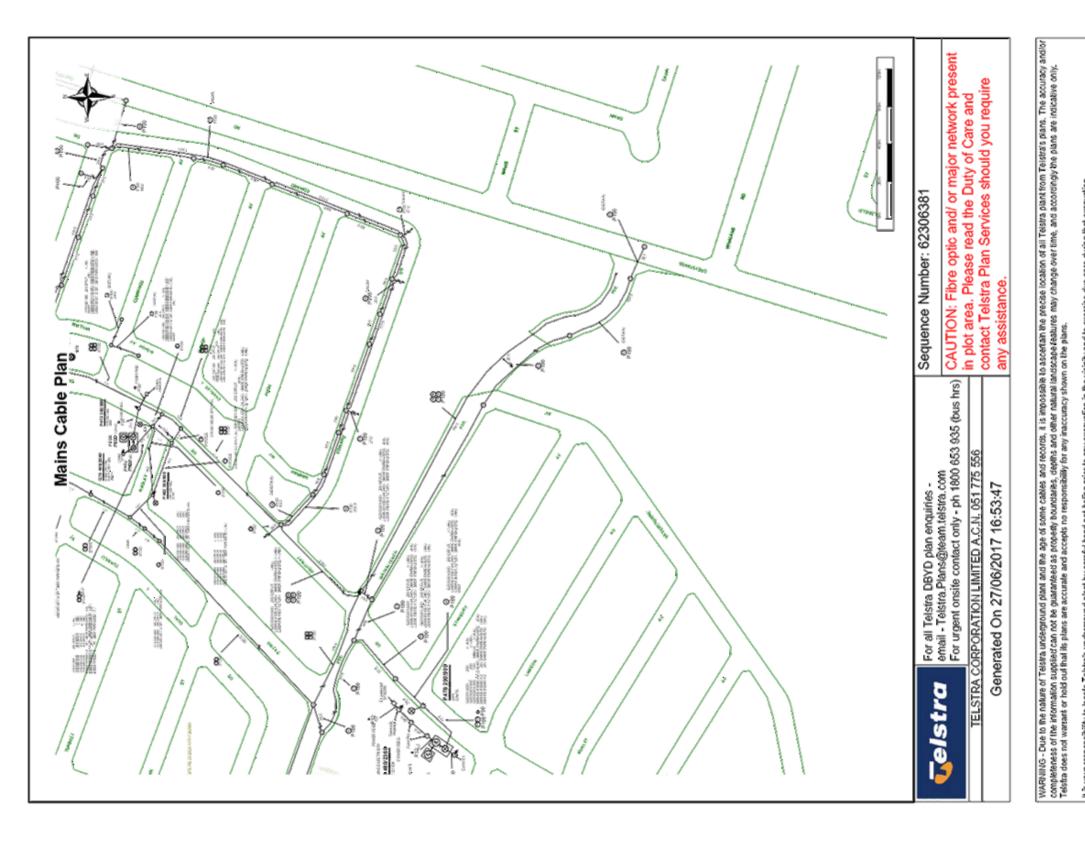
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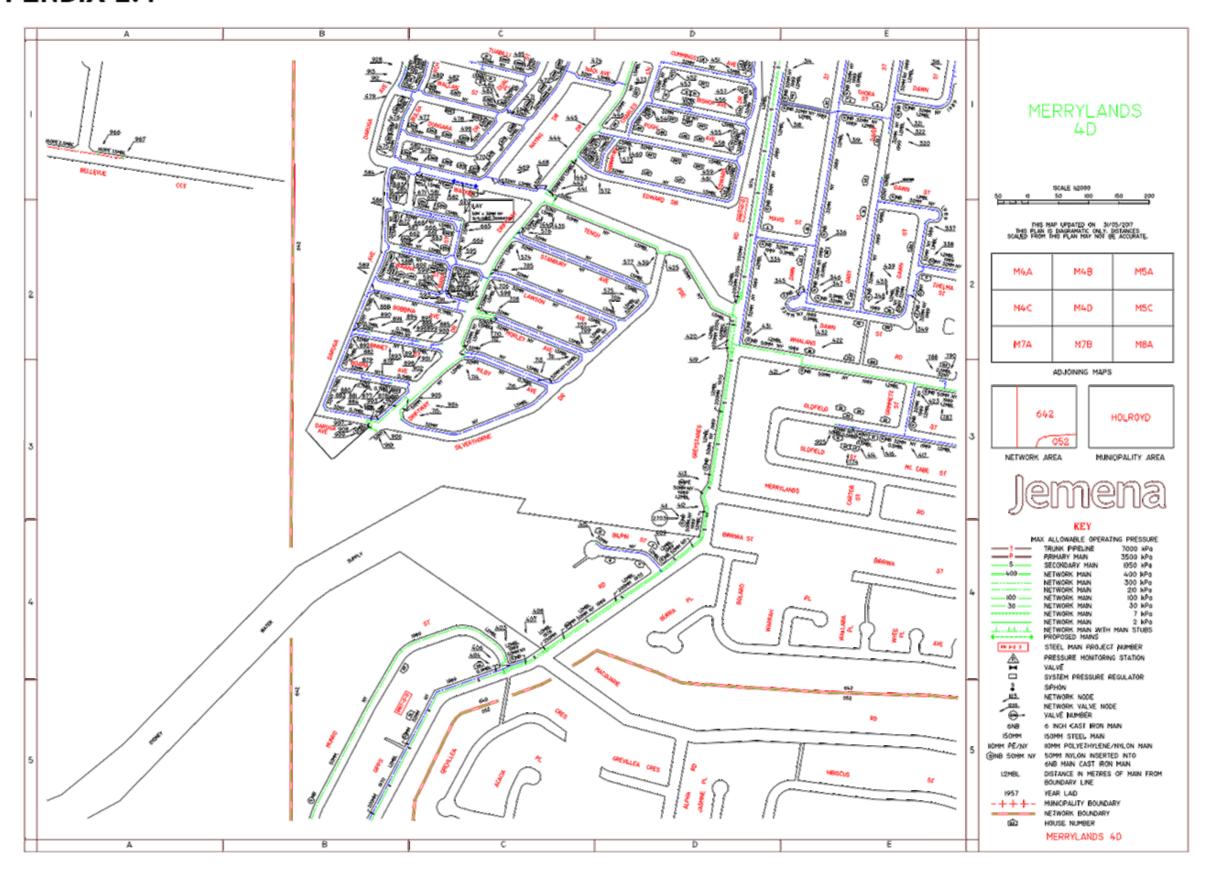
SITE ASSESSMENT REPORT | GREYSTANES SKATE FACILITY





GREYSTANES SKATE FACILITY | SITE ASSESSMENT REPORT





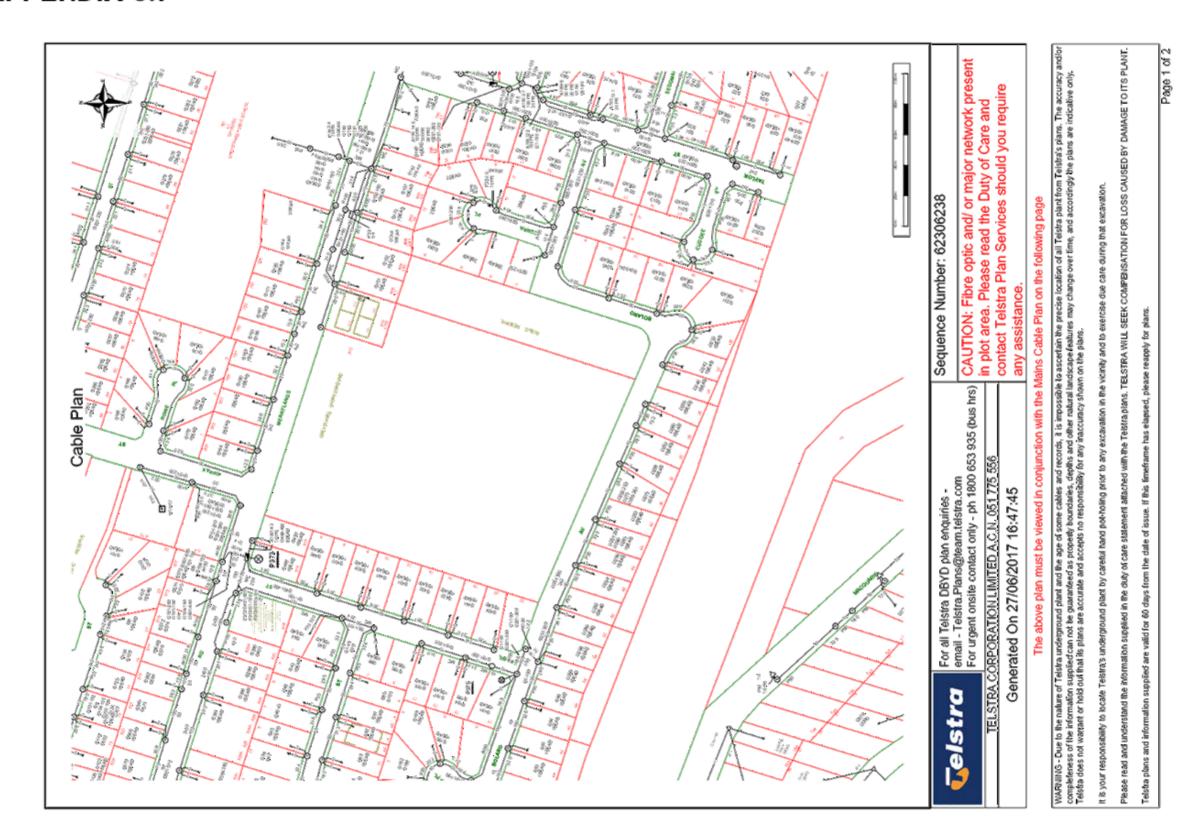
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GREYSTANES SKATE FACILITY | SITE ASSESSMENT REPORT

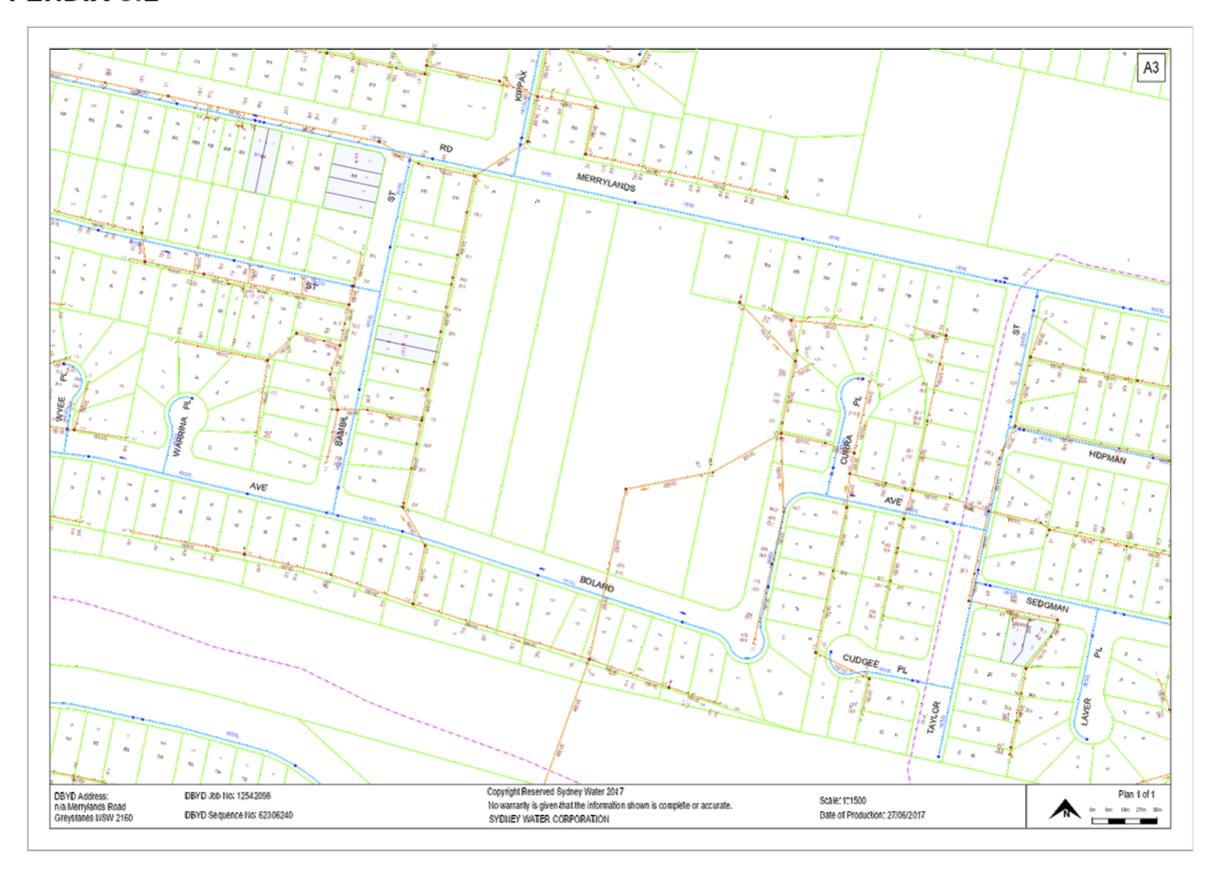




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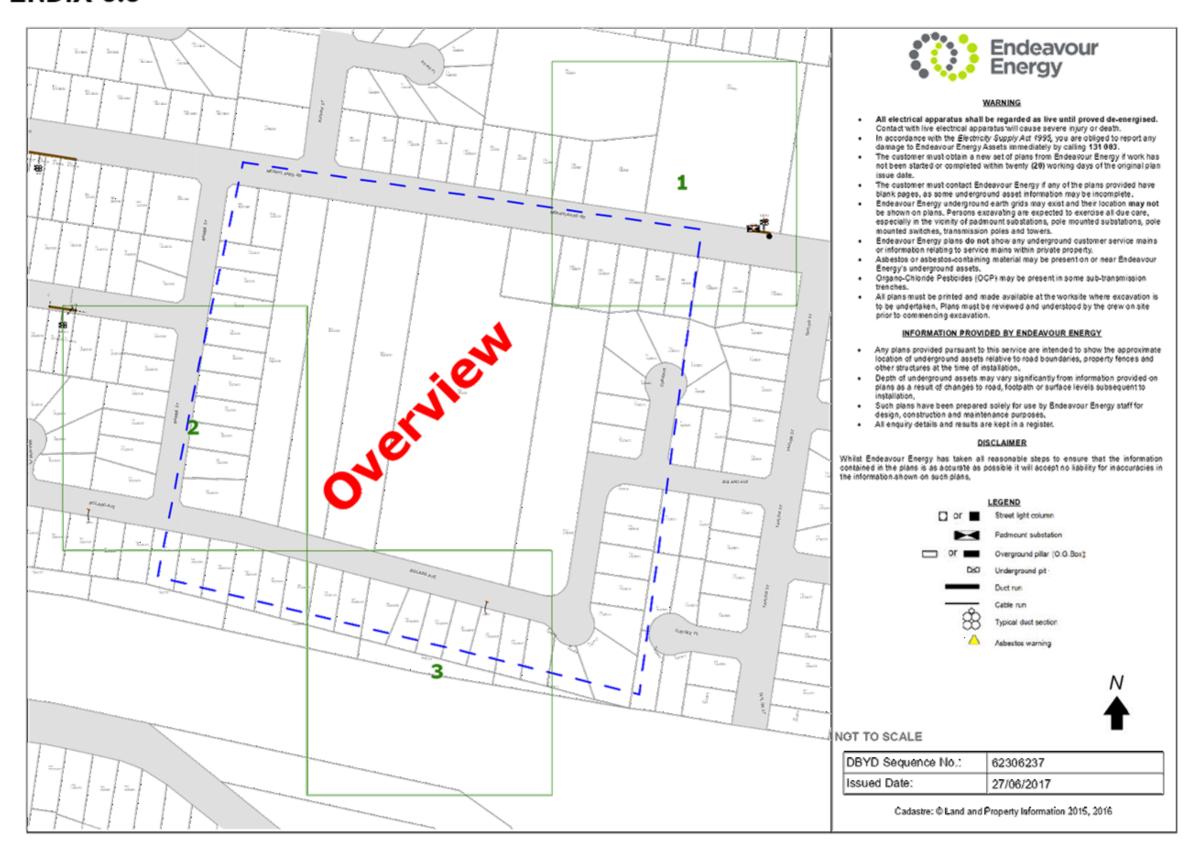
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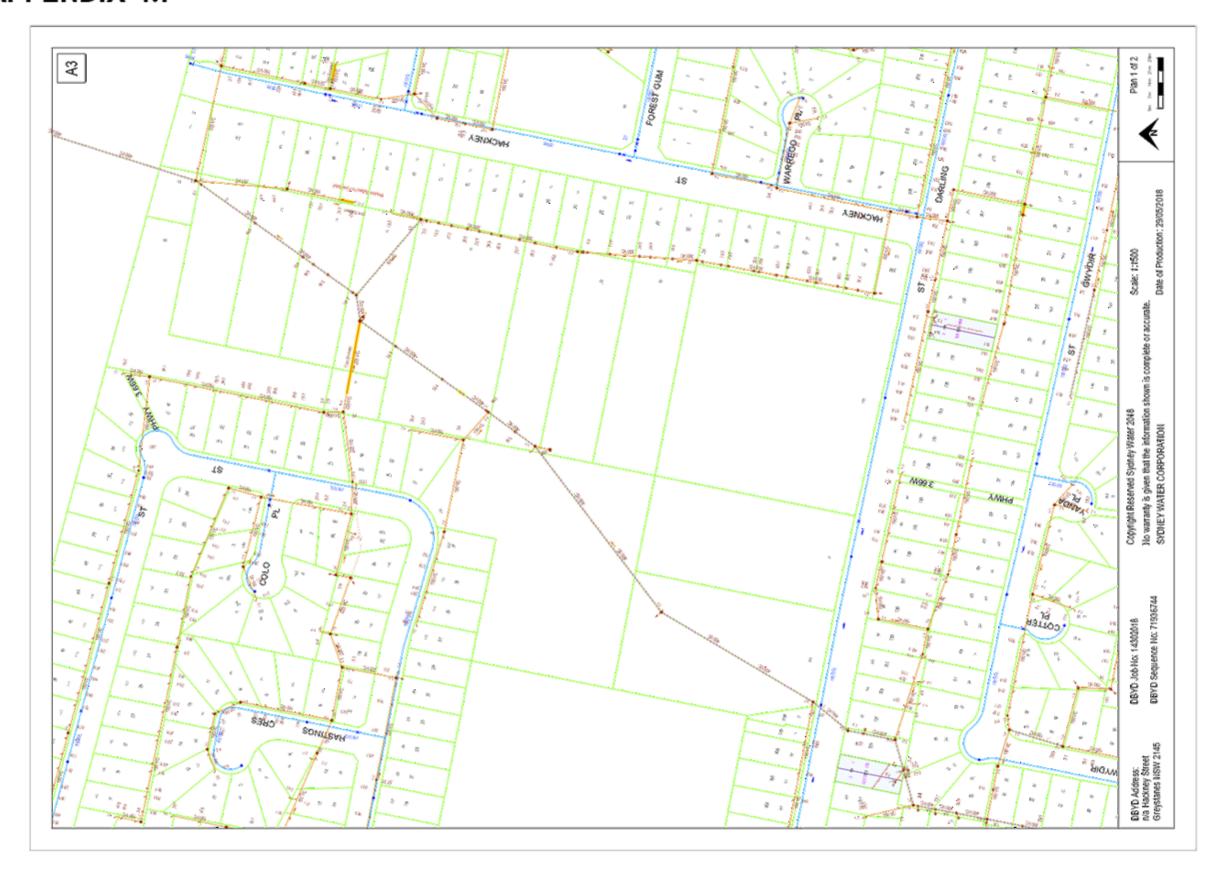
GREYSTANES SKATE FACILITY | SITE ASSESSMENT REPORT





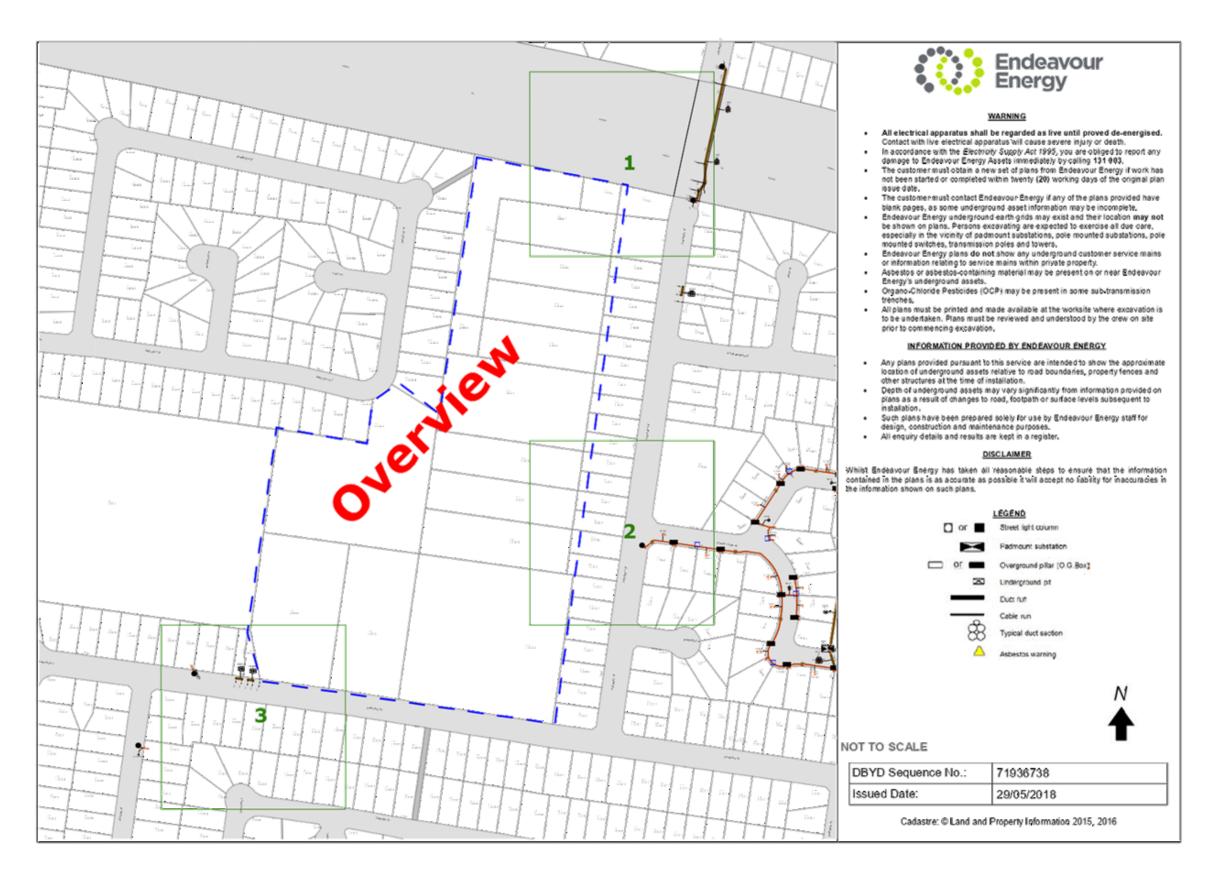
SITE ASSESSMENT REPORT | GREYSTANES SKATE FACILITY





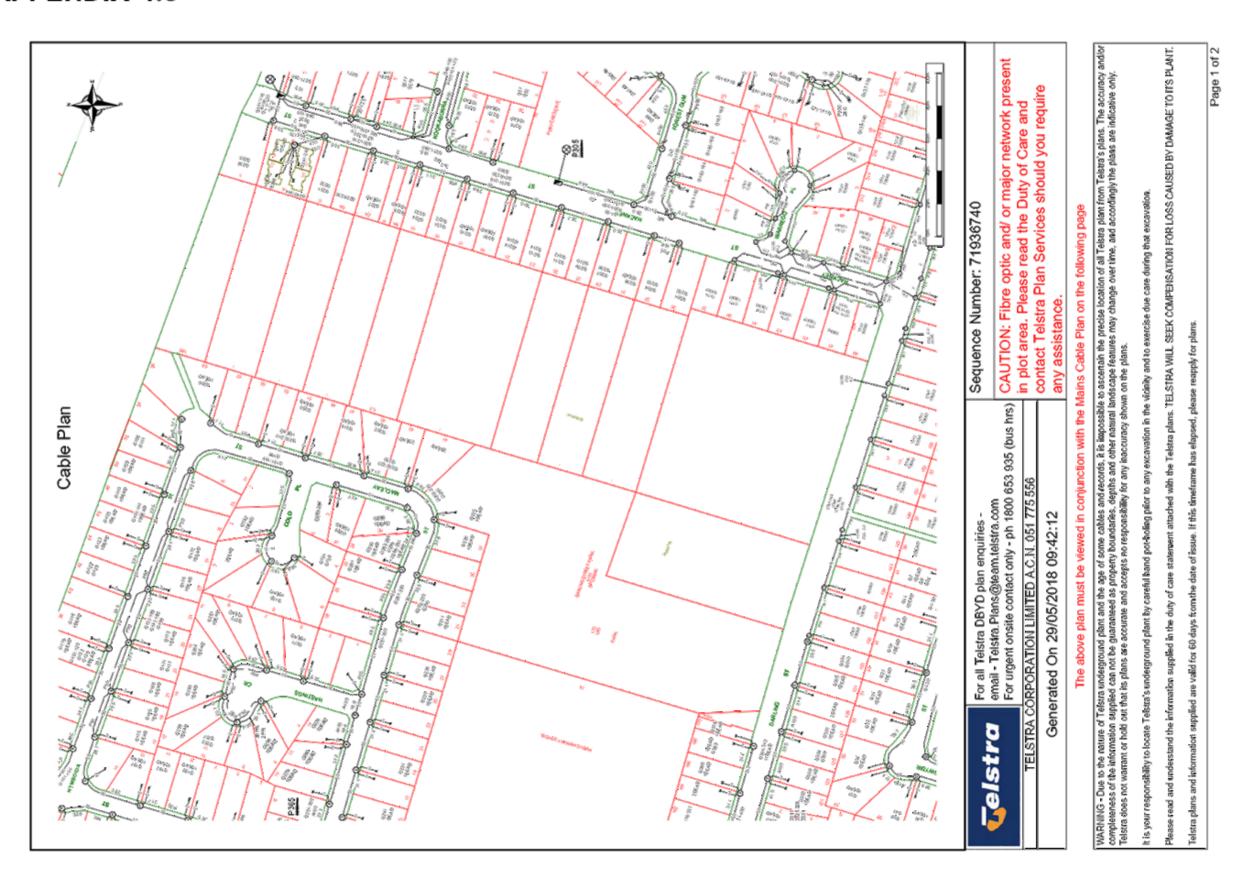
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SITE ASSESSMENT REPORT | GREYSTANES SKATE FACILITY





GREYSTANES SKATE FACILITY | SITE ASSESSMENT REPORT



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CONVIC.COM

# DOCUMENTS ASSOCIATED WITH REPORT C02/21-672

# Attachment 4 Community Engagement Report Greystanes Skate Park 2018





A member of RPS Group Plc

# **GREYSTANES SKATE PARK**

**Engagement Report** 

Report

November 2018



Straight Talk | Level 13, 255 Pitt Street Sydney NSW 2000 | 02 8270 83000 | www.straight-talk.com.



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Appendix A	Workshop Table notes	6
Conclusion		5
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Background		2
Introduction		2

### **Document**

Greystanes Skate Park Engagement Report

# Client

**Cumberland Council** 

# Prepared by

Matthew Armstrong

# Reviewed by

Lucy Cole-Edelstein

### Job number

18293

### Date

20 November 2018

## Version

1.00



# Introduction

Straight Talk was engaged by Cumberland Council (Council) to assist in the facilitation of community engagement regarding the choice of location for a skate park in Greystanes. This report details the background context of the engagement, the methodology of engagement activities, and their outcomes.

# Background

Council undertook community engagement in 2017, to determine the ideal location for a skatepark in Greystanes. Council was intending to construct the park with funds from a partnership grant, however, the partnership was not realised, resulting in the postponement of the project.

Recently, Council has initiated a new round of engagement to assess a location for a new skatepark, should it be built. There are four different sites for the community to choose from: Bathurst Street Park, Darling Street Park, Dirrabari Reserve, and Greystanes Sportsground. Skateparks frequently suffer strong negative community reactions due to stereotypes of antisocial behaviour. For this reason, Straight Talk was engaged to assist in the facilitation of a community forum regarding the selection criteria for the proposed locations.

# Methodology

A community forum was held on Saturday 10 November, 2:30pm - 4:30pm, to provide the community of Greystanes with information about the park options and enable them to provide feedback. This meeting was organised and advertised by Council.

The meeting was opened by Council with a presentation regarding the project history and the different park options. Following the presentation, participants were broken into groups, to discuss what council should considered when evaluating the options. Participants then shared their discussion highlights with the other groups. Notes were taken at each of these tables, with the full record in Appendix A. Finally, Participants were recommended to visit the Have Your Say page and provide feedback there.

The Have Your Say page is available from 17 October 2018 until 23 November 2018, and hosts a survey for the community consisting of three questions:

- Do you support a skate park in Greystanes?
- 2. If yes, which location do you prefer?
- Please provide any comments.

# **Outcomes**

# Community forum

Thirteen people attended the forum held at the Allan G Ezzy Community Centre. While this is not representative of the wider community, it is still useful for establishing selection criteria for the proposed park. The thirteen participants were divided into three table groups to each discuss park selection criteria, and evaluate each park as a possible location.



### Selection criteria

When asked for key park selection criteria, the groups discussed a range of options. Across the three tables, there was agreement that the following aspects should be considered:

- 🔖 Security, with an emphasis on lighting and visibility
- Access to amenities, specifically noting bathrooms, drinking water, and transport options
- Impacts to neighbours, highlighting noise and lighting, parking and accessibility, and the risk of vandalism.

There were several other criteria, discussed at individual tables, including the following:

- The cost of the park, both initial and maintenance costs
- 🔖 Integration into existing park layout
- 🔖 "Skateable" elements, and ensuring "competition standard"
- 💃 Shading
- Flood proofing
- Usage and demand.

# Park evaluation

Each prospective park was then evaluated by the table groups. Due to time constraints, each table did not manage to discuss every park. The table below highlights the comments that the groups agreed or disagreed on for each park option.



School	Positive Comments	Negative Comments	Other comments
Bathurst Street Park This park was discussed by all three tables.	Is close to school and local shops Transport options are accessible Secure with pedestrian through traffic One table called this park "[the] best location for the skate park".	Not central to Greystanes     Consistency of Lighting through the whole park an issue     Concern of over utilisation due to high accessibility     Concern about proximity to alcohol.	Differing opinions on proximity to residents, one table believed it was not close to residents, another believed it too close.
Dirrabari Reserve This park was discussed by all three tables.	Public transport access is good     Proximity to existing playground good for security.	Lack of amenities and bathrooms     More isolated than Bathurst Street     Lack of lighting     Not close to high school.	<ul> <li>Proximity to shops is in contention, one table suggested that it is "close to shops - but alcohol is there"</li> <li>There is a need for a dog park.</li> </ul>
Greystanes Sportsground This park was discussed by two tables.	Accessible via foot traffic, public transport and has parking for cars     Has a drinking fountain     Not close to residents     Close to schools and kids play area.	Prone to flooding     Lack of amenities, including lights, barbecues, or shade     Currently prone to vandalism     Too close to a busy road.	No other comments.
Darling Street Park This park was discussed by two tables	Accessibility is good with street parking, and proximity to High School     Amenity is good, with bathrooms and shade.	Isolated location, more anti-social behaviour  Less secure, with no lighting  Too far from shops, and public transport  No space for smaller kids, d the primary school does not want it  According to one table the location floods.	No other comments.



# Have Your Say

While the survey is not closed, the below is based on results gathered up to 16 November 2018. The survey has been answered by 34 participants, which is not necessarily representative of the wider community. These results are available in Appendix B.

Of those who have participated, the majority of participants supported a new skate park (26). The choice of location question only showed a rejection of one location, with Dirrabari Reserve receiving two votes. The other three locations received seven or more votes.

The open-ended segment, 'Please provide any comments', has been answered by 21 participants. The majority of comments were providing reasons for or against a specific park, e.g. "Darling street park is isolated, has no direct public transport or shops. Dirrabari reserve, is not isolated, has shops close by and is easily accessible via public transport." There were three responses that directly opposed a skate park, e.g. "Not needed!!!". There were also three responses that referred to the past engagement in 2017 that suggested Bathurst Street as the preferred location, "Why are we asking this question about do you want a skate park when community and council have already supported one. Why where again? Bathurst Street has been chosen by 2 consultants as the preferred location. The current Council resolution supports this."

# Conclusion

The participants of these engagement activities have differing opinions on both the range of impacts, and how severe the impacts might be for any given park location. There is also lingering frustration as a result of the engagement held in 2017, and the lack of closure this engagement has presented. Council should, before confirming a park location, firmly establish selection criteria that will be robust and defensible to the local community.



# APPENDIX A WORKSHOP TABLE NOTES

Straight Talk Greystanes Skate Park Engagement Report



# Greystanes Skate Park Community Forum – Saturday 10 November 2.30pm to 4.30pm

### Workshop table notes

### Table 1

### Park selection criteria

- Security (to prevent vandalism)
- Lighting (would like lighting at night)
- Location close to toilets/shops
- Budget (8 to 14 year olds will get older future proofing/master plan)
- Accident on site (supervision emergency access)
- Close to transport
- Integrate into existing park (e.g. playground, existing park, basketball court)
- "Skateable" elements multifaceted park
- Adult facilities: café/ tea/coffee
- Parking is important
- Proximity to school (close but not on door step)
- Shade (concrete gets hot)
- · Access to drinking fountains
- Noise is an issue far enough away not to impact residents
- Other organised activities around "one stop shop"
- BBQ facilities
- Competition standard good enough to host professionals
- Flood proof
- Active walking through it (passive supervision)
- CCTV/live webcam
- More likely kids on scooters
- Access to power



· 3-5km from Greystanes shops.

# Questions outside of scope:

- Why did Bathurst Street fall out of the picture?
- Flood/skate park- kids play in the water and it's dangerous
- Really good facilities: Carnes Hill and Greenhill Skate Park

### Dirrabari Reserve

### Pros:

- Transport
- · Existing playground
- BBQ

### Cons:

- No toilets
- Isolated
- We need dog park
- No lighting
- Not secure
- No shops
- Not close to High School

### **Greystanes Sportsground**

## Pros:

- Located off Canal Walkway (foot traffic)
- Beautiful
- Close to transport (bus route)
- Small drinking fountain
- Parking

### Cons:

Flooding



- No shops
- Adjacent to busy road
- Not secure (current vandalism)
- No lighting
- Not part of integrated park
- No facilities for parents
- No BBQs
- Not close to High School
- · Lack of shade

# **Darling Street Park**

### Pros:

- Toilets
- Shade
- · Parking (Street parking)
- Close to High School

### Cons:

- It floods
- No shops
- · Too close to primary school (should be at the front of the park)
- No smaller kids playground
- Not close to transport
- Isolated no foot traffic
- Not secure
- No lighting
- · School do not want it
- Access to the park



Will encourage High School kids to cross primary school grounds to get to the park.

### **Bathurst Street**

### Pros:

- Close to shops
- High School close by
- · Other facilities integrated sports
- Transport bus stop
- Bubbler
- Toilets
- Primary school/parents facilities close by
- · People walk through the park
- Secure: lots of foot traffic
- · Good shade/cooling
- · Good visibility
- · Smaller kids playground already exists
- No flooding issue
- BBQ
- Well lit

### Cons:

Not central to Greystanes



### Table 2

### Park selection criteria

- Evidence based (usage/demand)
- Cost
- Aesthetics (design engagement needed) need to consider other planning proposals
- Security/visibility
- Amenities
- Access
- · Ability to maintain/sustainability
- Existing infrastructure
- Location
- · Health and safety
- Recreation strategy
- Broader community use (should not happen in isolation)
- · Too close to houses

### **Bathurst Street Park**

- Poor visibility/security
- Too residential
- Proximity to alcohol
- Parking
- Toilets exist and need to be open
- Shops exist
- Access yes but over utilisation
- Poor infrastructure
- Close to school
- · Has been user more broadly by community



# Darling Street (site assessment not completed)

### Dirrabari Reserve

- · Offers Security/visibility, children's area, bike path.
- · Amenities missing
- Transport hub access is good
- · Close to shops but alcohol is there
- · More security at the shops
- Medical centre
- · Less residential than Bathurst Street

Greystanes Sports (site assessment not completed)



### Table 3

### Park selection criteria

- Dirrabari Reserve some distance to the market place for toilet facilities (medium concern other sites have toilets).
- No accessible parking or pick up and drop off of children by parents, particularly for Dirrabari Reserve
- 3. Skate parks can be noisy for nearby residents.
- 4. Dirrabari Reserve is not the ideal site for a skate park due to lack of parking
- 5. Four granddaughters consider Greystanes at the preferred option.
- Brother lives in QLD which backs onto a skate facility and advises there is nothing but trouble i.e. breaking up fights, yelling, asking for help.

### Dirrabari Reserve

- No toilets, would need to build them

# **Bathurst Street/Greystanes Sports Ground**

- Best location for the skate park
- Close to school, kids, pay area, shops, not close to residents, middle of park

### **Darling Street**

- No shops, too close to residents
- Anti-social behaviour

### Preferences:

- 1. Bathurst Street
- 2. GSP
- 3. Dirrabari Reserve/Darling Street



# APPENDIX B HAVE YOUR SAY RESULTS

Straight Talk Greystanes Skate Park Engagement Report



## Survey Report 17 October 2018 - 15 November 2018

## **GREYSTANES SKATE** PARK

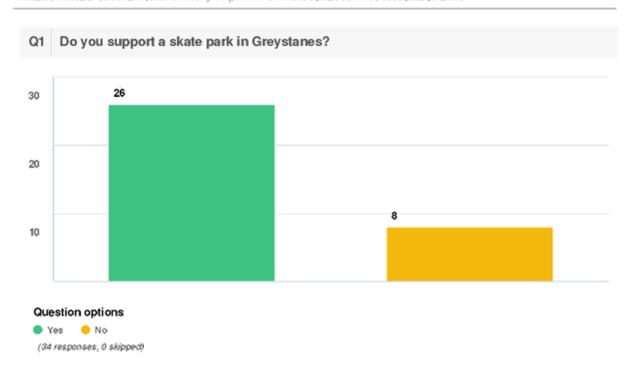
PROJECT: Greystanes Skate Park - Community Forum

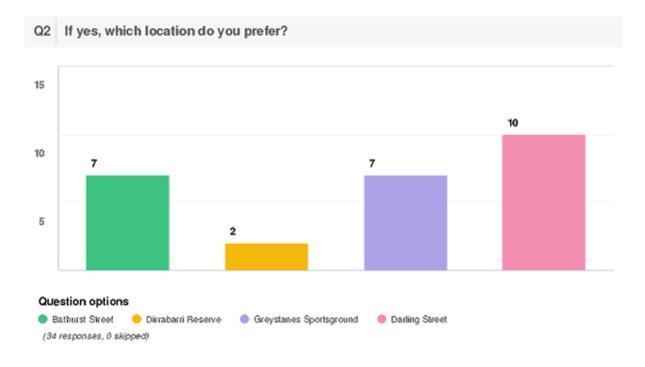
**Have Your Say Cumberland** 





GREYSTANES SKATE PARK: Survey Report for 17 October 2018 to 15 November 2018





Page 1 of 3



GREYSTANES SKATE PARK: Survey Report for 17 October 2018 to 15 November 2018

### Q3 Please provide any comments:

Geoff2145 Darling Street Park requires minimal crossing of main roads for the majority

of Greystanes residents.

skatekate Why are we asking this question about do you want a skate park when

10/18/2018 02:37 PM community and council have already supported one. Why where again?

Bathurst Street has been chosen by 2 consultants as the preferred location.

The current Council resolution supports thi

Dawn Smith Daisy street

10/18/2018 07:12 PM

JPollacco Seems to be more unused space and less usage than some of the other

8/2018 07:27 PM locations.

Danf But more importantly is to stop the hesitation, and talkfest. The council has

10.1 872918 97:49 PM been talking about this for many years. If it goes ahead it needs to be a full

Park, not a prefab like Granville park.

Emir Please add low down rails

10/23/2018 08:11 AM

Iden't believe it is the right facility for the proposed location.

10/24/2018 09:54 PM

Kaye Pearson I don't think Darling Street is suitable due to its proximity to Beresford Road

10/25/2018 09/38 PM Public School. It is not visible from the road and is not accessible by public

transport.

Cathyo Not needed!!!

10/30/2018 09:05 PM

Kelly.brook2145 Darling street park is isolated, has no direct public transport or shops.

10/36/2518 09/41 PM Dirrabarri reserve, is not isolated, has shops close by and is easily accessible

via public transport.

Sandra Bathurst Street would be my next option then Greystanes SpGrnd

0/31/2018 10:15 PM

Brian is not audible from residential areas.

11/05/2018 03:43 PM

Emmanagy Biggest park out of all options

11/05/2018 08:46 PM

Jenny Nagy This is the biggest park in Greystanes best accessible from Great Western.

#05/2018 08:58 PM Less of impact on surrounding housing.

coluccpat Has ample parking available

11/05/2018 09:38 PM

Kate Council: you made a decision already. It was already the BEST one. Please

Page 2 of 3



### GREYSTANES SKATE PARK: Survey Report for 17 October 2018 to 15 November 2018

108/2018 09:19 AM reinstate the decision.

zhwan Very good location and enough space for recreating and gives a refreshment

11/09/2018 07:01 PM to the social interaction in the area

Rebecca Gatenby A skate park will attract teenagers to hang out in groups without supervision

and engage in drinking and other anti social behaviour. Skate parks in general attract local graffiti artists. This is not the right way to engage the

youth in the area.

housewifeofgreystanes My preferred location is Greystanes Sports Ground. Its on a main road, not

tucked away in a dangerous, quite park. Busses are easy to catch, they would practically drop kids off right in front. Its just a central location for all

kids in Greystanes.

01 Acer4u II brings youth crime, vandalism and trouble for local residents

11/13/2018 04:16 PM

Joanne Shaw Better public transport, better lit and casual supervision of passers by and

1/1/3/2018 07/48 PM less noise and behaviour issues close to neighbours.

Optional question (21 responses, 13 skipped)





## DOCUMENTS ASSOCIATED WITH REPORT C02/21-672

# Attachment 5 Alternate Site Locations Assessment Report 2019



### Additional Site Selection - Prospect Electorate

# GREYSTANES SKATE FACILITY

January 2019

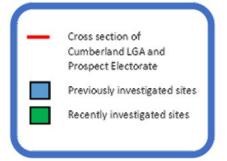
Prepared by: Linda Wright and Mark Taylor

**Cumberland Council** 

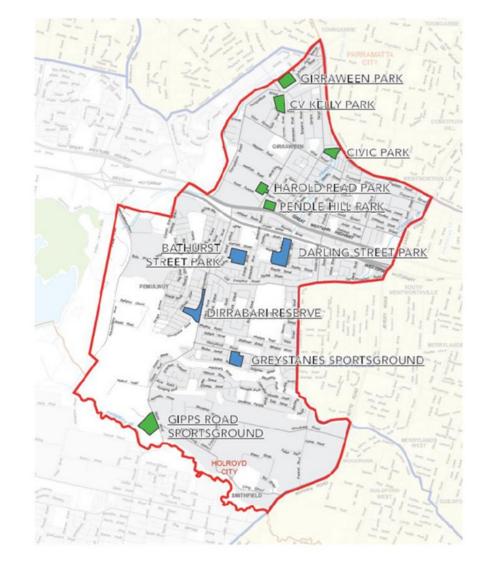


### **Skate Park Site Area Map**

Bathurst Street Park
Civic Park
CV Kelly Park
Darling Street Park
Dirrabari Reserve
Gipps Road Sportsground
Girraween Park
Greystanes Sportsground
Harold Read Park
Pendle Hill Park



Cumberland Council January 2019



C02/21-672 – Attachment 5



### Civic Park

Site Suitability Criteria	Y/N	Comments
Appropriate size to cater for specific requirements of each type	Y	Good site, open area (event space)
Space for temporary seating and associated infrastructure for events	Y	
Public Transport access	Y	Close walking distance to train station
Pedestrian/footpath connections	Y	Several path entries to park, through traffic
Emergency vehicle access	Y	1000 NOW 1000
Adequate car parking	N	Parking available for tennis facility
Shelter/Shade	N	Surrounding trees only
Designated seating and viewing areas	Y	
Toilets	Y	
Rubbish bin(s)	Y	
Drinking fountain(s)	Y	
Appropriate entry and safety signage	Y	Several entry points from surrounding neighbourhood
Good natural surveillance	Y	
At least 50m from housing/residential	N	
Close proximity to food/drink outlets	Y	Close walking distance
Proximity to youth interest areas (recreation, schools)	Y	Close to schools and churches
Proximity to major community centre	Y	Close walking distance

### **Additional Comments:**

Park has playground and basketball half court facilities

**Tennis Courts** 

Wetland area



Cumberland Council January 2019



### **CV Kelly Park**

Site Suitability Criteria	Y/N	Comments
Appropriate size to cater for specific requirements of each type	Y	Overflow carpark area near to playground
Space for temporary seating and associated infrastructure for events	Y	
Public Transport access	Y	Several blocks to train station
Pedestrian/footpath connections	Y	
Emergency vehicle access	Y	
Adequate car parking	Y	
Shelter/Shade	N	Shade Sail over playground area only
Designated seating and viewing areas	N	Room available, seating at playground
Toilets	Y	However locked within sporting area
Rubbish bin(s)	Y	
Drinking fountain(s)	Y	
Appropriate entry and safety signage	Y	
Good natural surveillance	Y	East and West from street
At least 50m from housing/residential	N	Though barrier of trees and across road
Close proximity to food/drink outlets	N	
Proximity to youth interest areas (recreation, schools)	N	Several blocks to school, close to other sport grounds
Proximity to major community centre	Y	Several blocks walk

### **Additional Comments:**

Playground facility

Overflow carpark area behind clubhouse and next to carpark/playground



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### **Gipps Road Sportsground**

Site Suitability Criteria	Y/N	Comments
Appropriate size to cater for specific requirements of each type	Y	
Space for temporary seating and associated infrastructure for events	Y	
Public Transport access	Y	Close to T-Way Bus Service
Pedestrian/footpath connections	Y	
Emergency vehicle access	Y	
Adequate car parking	Y	
Shelter/Shade	N	Surrounding trees
Designated seating and viewing areas	Y	
Toilets	у	
Rubbish bin(s)	Y	
Drinking fountain(s)	Y	
Appropriate entry and safety signage	Y	
Good natural surveillance	Y	Ok from main road, some restricted view
At least 50m from housing/residential	Y	
Close proximity to food/drink outlets	Y	
Proximity to youth interest areas (recreation, schools)	N	Youth Centre nearby
Proximity to major community centre	N	

### **Additional Comments:**

Several Suitable areas - most suitable near to the playground and Gipps Roa Need to consider suitable areas within the current Masterplan



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### Girraween Park

Site Suitability Criteria	Y/N	Comments
Appropriate size to cater for specific requirements of each type	Y	Area towards Octavia Street end
Space for temporary seating and associated infrastructure for events	N	
Public Transport access	Y	Walking distance to train station
Pedestrian/footpath connections	Y	Through pathway
Emergency vehicle access	Y	
Adequate car parking	Y	Small carpark off Octavia Street
Shelter/Shade	Y	Suitable area surrounded by trees
Designated seating and viewing areas	Y	
Toilets	Y	
Rubbish bin(s)	Y	
Drinking fountain(s)	N	
Appropriate entry and safety signage	Y	
Good natural surveillance	/	East side industrial, not from street
At least 50m from housing/residential	N	Overlooked by apartments
Close proximity to food/drink outlets	Y	Block, walking distance
Proximity to youth interest areas (recreation, schools)	Y	Near to High School, community centre and sporting field
Proximity to major community centre	Y	Walking distance

### **Additional Comments:**

2 x large field areas



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### **Harold Read Park**

Site Suitability Criteria	Y/N	Comments
Appropriate size to cater for specific requirements of each type	N	Small area outside field
Space for temporary seating and associated infrastructure for events	N	
Public Transport access	Y	Local bus service available
Pedestrian/footpath connections	N	
Emergency vehicle access	Y	
Adequate car parking	Y	Small carpark for sporting field
Shelter/Shade	Y	
Designated seating and viewing areas	N	
Toilets	Y	
Rubbish bin(s)	Y	
Drinking fountain(s)	N	
Appropriate entry and safety signage	Y	
Good natural surveillance	N	
At least 50m from housing/residential	N	
Close proximity to food/drink outlets	N	
Proximity to youth interest areas (recreation, schools)	N	
Proximity to major community centre	N	

### **Additional Comments:**

Limited space, Field and infrastructure take all space Small playground



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### Pendle Hill Park

Site Suitability Criteria	Y/N	Comments
Appropriate size to cater for specific requirements of each type	N	
Space for temporary seating and associated infrastructure for events	N	
Public Transport access	Y	Local bus service
Pedestrian/footpath connections	N	No through connection, but footpath to area
Emergency vehicle access	Y	
Adequate car parking	N	
Shelter/Shade	N	Surrounding trees
Designated seating and viewing areas	N	
Toilets	Y	
Rubbish bin(s)	Y	
Drinking fountain(s)	Y	
Appropriate entry and safety signage	Y	
Good natural surveillance	N	Some from highway
At least 50m from housing/residential	N	
Close proximity to food/drink outlets	N	Only a service station walking distance
Proximity to youth interest areas (recreation, schools)	N	
Proximity to major community centre	N	

### **Additional Comments:**

Protected natural woodland area

Playground

Close to Great Western Highway



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### **Summary of New Site Assessments**

These additional sites were assessed against similar criteria to the original sites assessed.

Civic Park presented as a highly rated location for the placement of a Skate Park based on the criteria assessed, however, due to the already high activity for community use and events and thoroughfare to the railway station, the addition of such would mean possible over-crowding and disrupt current usage of the reserve. Further activation is not required at this location.

CV Kelly Park displayed several locations suitably sized for a skate park. The rear to clubhouse location would unfortunately have very little surveillance from surrounding streets and the front area appears utilised for overflow parking and events. Priority of this areas use would need to be considered. Alternate possibilities may involve adjusting placement of current playground and parking. Access to amenities at this site is also restricted as they are locked within clubhouse compound.

Girraween Park contained a suitably sized area for a Skate Park facility however the proximity of the area was too close to residential areas and lacked surrounding surveillance despite through walking traffic in the park.

Harold Read Park and Pendle Hill Park both lack a suitably sized area for a Skate Park facility. Harold Read Park rated the lowest in the assessment with limited surveillance to the area, limited parking, close proximity to residential areas and no pedestrian access with low visitation.

Overall the highest scoring new site assessed is the Gipps Road Sporting Complex. This venue rated high in the criteria with a suitable area for a suitably sized Skate Park near to other play activities and amenities, pedestrian/cycle connections to the complex, public transport connections with close proximity to T-Way Bus services, suitable infrastructure to support the facility, suitable distance from residential areas and good surveillance. With other sporting activities at the complex, visitation is high and this would provide an additional attraction or activity for visitors to the complex. However, it should be noted that this site is more suitable for a regional / district level facility rather than a local/ neighbourhood facility due to the distance from residential areas.

Cumberland Council January 2019

## DOCUMENTS ASSOCIATED WITH REPORT C02/21-672

# Attachment 6 Feasibility Study Gipps Road Sporting Complex Skate Park 2019



## <u>Assessment of Potential Locations for a Skate Facility</u> <u>At Gipps Road Sporting Complex</u>



November 2019

Prepared by: Linda Wright, Richard Loudon & Ahmed Mehio

Cumberland Council



### Introduction

Council staff have investigated suitable areas, completed a feasibility study and prepared simple concept plans for a district level youth and family skate space for the Gipps Road Sporting Complex.

Four (4) initial sites at Gipps Road Sporting Complex were investigated as potential suitable locations for a district level skate park. All sites presented opportunities as well as a number of constraints for the feasibility of the project including incorporating into the existing Landscape Masterplan, flood zoning and stormwater management as well as powerline easements. Engagement of suitability qualified professionals would be needed to further refine the concepts within the constraints of the preferred sites.

### Background

### Gipps Road Regional Sporting Complex Masterplan



Gipps Road and Hyland Road Regional Parklands and Landscape Masterplan was adopted by Council in 2013. Within this Plan of Management Gipps Road Sporting Complex is identified as an existing sportsground comprising of AFL, Cricket, Baseball, and Athletics facilities. The key objective of this POM is to guide future management and development of the Parklands within the legislative requirements of the Local Government Act.

The riparian corridor along the eastern boundary of the Reserves and existing playground (including concept site 2) lies outside of the Plan of Management and is alternatively covered by the Hyland Road Park Wetlands and Riparian Corridor (WRC) Plan of Management 2013.

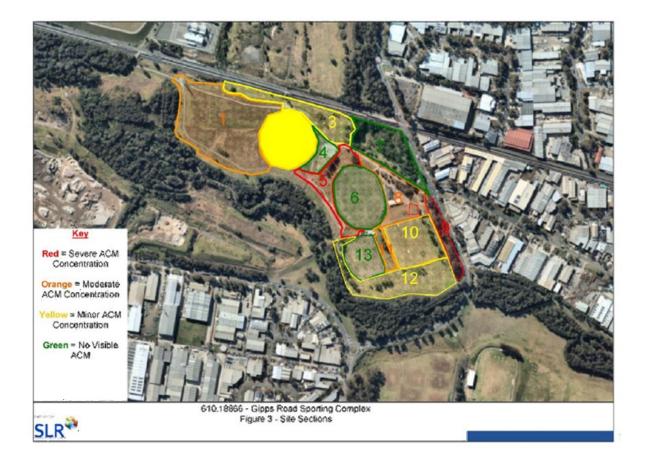
The provision of and technical design of a youth and family skate space incorporating upgraded play elements (within future projects) would fit strategically with the overall objectives of the parkland areas management and development within the Gipps Road and Hyland Road Regional Parklands and Landscape Masterplan. Additional design, construction and management actions will require consideration to align with riparian corridor and biodiversity management objectives.



### History of Site Contamination and Remediation at Gips Road

In September 2019, Cumberland Council (Council) engaged consultants to prepare an environmental management plan (EMP) for the management of potentially asbestos contaminated fill material and the above ground encapsulation of asbestos contaminated soils at Gipps Road Sporting Complex. The management plan identified that the site was previously utilised as a landfill facility, and was considered based on site visits, that the current asbestos containing materials (ACM) contamination was possibly as a result of the importation of fill material for the purpose of encapsulating the landfill.

Following assessments, a Remedial Action Plan (Remedial Action Plan – Capping of Asbestos Containing Materials, Gipps Road Sporting Complex) was developed and commenced to remediate the area by removing visible contamination and encapsulating moderate and severe contamination. Initial stages of the Remedial Action Plan have been completed.





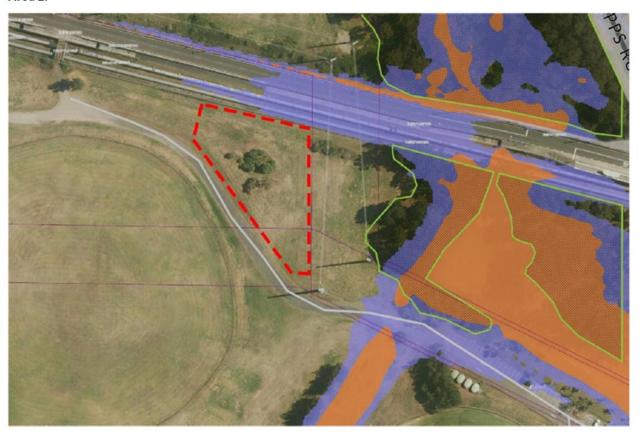
### Site Assessment

Map 1 Showing Four areas investigated as part of the feasibility study





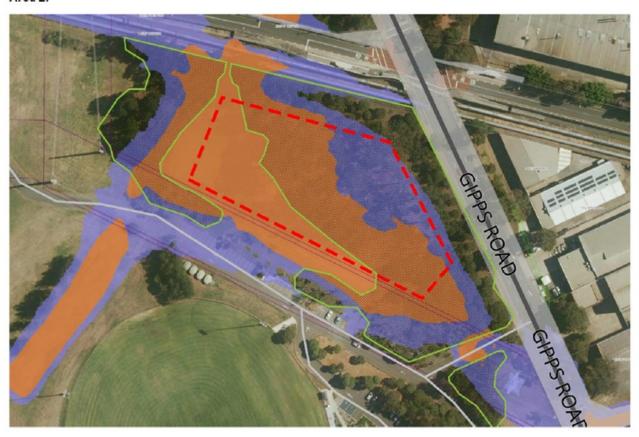
### Area 1:



Area one			
Opportunities	Constraints		
<ul> <li>Open space</li> <li>A level turfed area.</li> <li>More space than site 2 and 3.</li> <li>No flooding issues</li> <li>Fits within adopted site masterplan</li> </ul>	<ul> <li>Powerline easement through site</li> <li>Distance from amenities and parking</li> <li>Poor natural surveillance, no sightlines from active edges of the park</li> <li>Limited shade</li> <li>No connection to existing pedestrian and cycle links</li> <li>Minor ACM concentration</li> </ul>		



### Area 2:



Area two				
Opportunities	Constraints			
<ul> <li>Good levels of natural surveillance, with sightlines from Gipps Road and existing carpark</li> <li>Existing path network, picnic and play itemspotential for a multi-use space</li> <li>Shade trees</li> <li>Sense of enclosure and reduced perception of road noise from Gipps Road</li> <li>Fits within adopted site masterplan</li> <li>Close proximity to Public Transport</li> <li>Close proximity to main amenity buildings</li> <li>No visible ACM</li> </ul>	Powerline easement through site Flood Zone Remnant Cumberland Plain Woodland Trees Maintenance concerns with leaf litter on skate facilities No connection to existing pedestrian and cycle links			



### Area 3:



Area three			
Opportunities	Constraints		
<ul> <li>Good levels of natural surveillance, with sightlines from Gipps Road</li> <li>Proximity to Existing path</li> <li>Shade trees</li> <li>Close proximity to main amenity buildings</li> <li>No flooding</li> <li>No easements</li> </ul>	<ul> <li>Conflicts with adopted site masterplan</li> <li>Remnant Cumberland Plain Woodland Trees</li> <li>Maintenance concerns with leaf litter on skate facilities</li> <li>Sloping site</li> <li>Remediated Site</li> </ul>		



### Area 4:



Area four				
Opportunities	Constraints			
<ul> <li>Good levels of natural surveillance, with sightlines from Gipps Road</li> <li>Proximity to existing shared path network</li> <li>Fits within adopted site masterplan</li> <li>Close proximity to main amenity buildings</li> <li>Open, gently sloping site</li> <li>No flooding or easements</li> </ul>	No Shade trees     Road noise from Gipps Road     Relies on implementation of masterplan for better connectivity and car parking     Greater distance from amenity buildings     Minor ACM concentration			



### Summary of Site Assessment

- Area 1 Not feasible
- Area 2 Feasible
- Area 3 Not feasible
- Area 4 Feasible

#### Unfeasible areas

Area 1 was deemed unsuitable due to limited visibility, connectivity and powerline easements.

Area 3 was deemed unsuitable mainly due to conflicts with adopted masterplan and limited space.

### Feasible areas

### Area 2

Area 2 was deemed feasible due to greater connectivity, higher passive surveillance and the potential for development of a multi-use youth and family space.

However, a number of constraints are present including the site being a low-lying area with close proximity to the creek line, flood zoning and subgrade implications, tree canopy cover and powerline easements. While there are a number of constraints, these likely may be able to be mitigated through the expert technical design process.

### Area 4

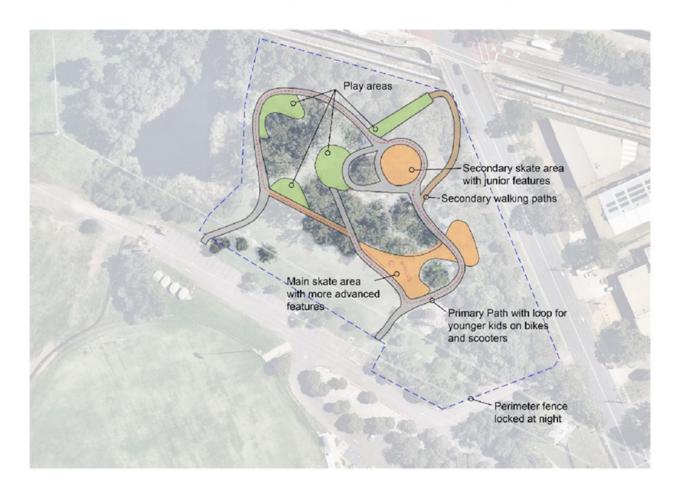
Area 4 was deemed feasible due to higher passive surveillance, a large expansive space, proximity to current and future cycle and pedestrian connections and less inherent site restrictions. It does however rely on the implementation of the adopted Masterplan to better improve access and connectivity to the parkland.



### **Concept Plans**

### Area 2

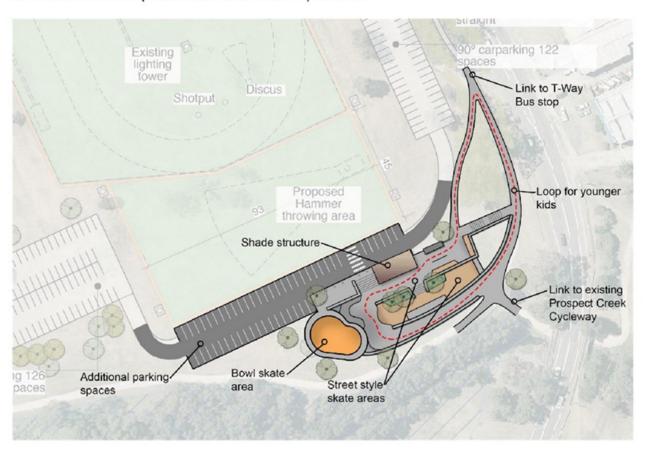
The concept plan for Area 2 is based on the idea of integrated skate and play elements to create an inclusive space for multiple users of varying ages and abilities. A skateable area (including loop path) of 1300m2 could be achieved in this area and fits with size standards for a neighbourhood to district level skate facility.





#### Area 4

The proposed concept has an area of approximately 1700m2 which suits a district level skate facility and includes a potential street style skate area, a bowl and a loop path for younger children. This concept make use of the existing site conditions and provides a sloped loop path connecting to existing pathways. A shade structure and suitable trees would be planted to increase the amenity at the site.



### DOCUMENTS ASSOCIATED WITH REPORT C02/21-672

# Attachment 7 Greystanes Skate Park Location Analysis Summary 2020



### **Greystanes Skate Park Location Assessment Summary**

Location	Summary of assessment against key criteria
Considered and eliminated in original assessment in 2017: - Alpha Rd Park - Hyland Road - Nemesia Street Reserve - Roberta Street Park	
Bathurst Street Park, Greystanes Ward, Prospect Electorate, Convic Consultants Report 2018, Straight talk engagement report 2018	<ul> <li>Enough area availability for local skate facility</li> <li>Close to youth areas of interest eg schools</li> <li>Access to public transport</li> <li>No publicly accessible amenities</li> <li>Concern over proximity to Alcohol within area</li> <li>Does not allow 50m residential buffer zone</li> <li>Competing community uses for space</li> <li>Good natural surveillance</li> </ul>
Darling Street Park, Greystanes Ward, Prospect Electorate, Convic Consultants Report 2018, Straight talk engagement report 2018	Enough area availability for local skate facility     Close to youth areas of interest eg schools     No access to public transport     Parking availability     Allows 50m residential buffer zone     No publicly accessible amenities     Associated infrastructure available     Limited natural surveillance, isolated location
Dirrabari Reserve, Greystanes Ward, Prospect Electorate, Convic Consultants Report 2018, Straight talk engagement report 2018	<ul> <li>Enough area availability for local skate facility</li> <li>Central location</li> <li>Access to public transport</li> <li>Opportunity for co-located facilities with playground and sports courts</li> <li>No public amenities available</li> <li>Does not allow 50m residential buffer zone</li> <li>Close to dog park – competing community use for space</li> <li>Good natural surveillance</li> </ul>
Greystanes Sportsground, Greystanes Ward, Prospect Electorate, Convic Consultants Report 2018, Straight talk engagement report 2018	Enough area availability for local skate facility     Central location     Access to public transport     Parking availability     No publicly accessible amenities     Does not allow 50m residential buffer zone     Prone to vandalism     Close to busy main road     No public amenities available     Good natural surveillance
Daniel Street Park, Greystanes Ward, Prospect Electorate, Staff analysis 2019	Limited area availability for local skate facility     Access to public transport via Bus Route     Parking availability     No major pedestrian connections     Does not allow 50m residential buffer zone (would allow only sportsground area available for skate facility)     Competing community uses for space     Good natural surveillance



### **Greystanes Skate Park Location Assessment Summary**

Location	Summary of assessment against key criteria
Civic Park, Pendle Hill, Wentworthville Ward, Prospect Electorate, Staff analysis 2019	Good area availability for local skate facility     Access to public transport     Parking availability     Does not allow 50m residential buffer zone     Surveillance from nearby housing, limited from street     Competing community uses for space
CV Kelly Park, Wentworthville Ward, Prospect Electorate, Staff analysis 2019	Good area availability for local skate facility     Access to public transport     Parking availability     No publicly accessible amenities and limited associated infrastructure     Does not allow 50m residential buffer zone     Good Surveillance East-West
Gipps Road Sporting Complex - Jack Ferguson Reserve, Greystanes Ward, Prospect Electorate, Staff analysis 2019, Site assessment report 2019	Good area availability for local, district or regional skate facility     Access to public transport via T-Way Bus service     Parking availability     Protected Natural Vegetation     Allows 50m residential buffer zone, industrial zone Isolated area     Surveillance from street     Accompanying infrastructure available     Opportunity for co-located facilities and destination use by community
Girraween Park, Wentworthville Ward, Prospect Electorate, Staff analysis 2019	<ul> <li>Enough area availability for local skate facility</li> <li>Access to public transport</li> <li>Parking availability</li> <li>Does not allow 50m residential buffer zone</li> <li>Natural surveillance very limited</li> </ul>
Harold Read Park, Wentworthville Ward, Prospect Electorate, Staff analysis 2019	<ul> <li>Insufficient area availability for local skate facility</li> <li>Access to public transport</li> <li>Parking availability</li> <li>Does not allow 50m residential buffer zone</li> <li>No natural surveillance</li> </ul>
Pendle Hill Park, Wentworthville Ward, Prospect Electorate, Staff analysis 2019	Insufficient area availability for local skate facility     Access to public transport     Insufficient parking availability     Does not allow 50m residential buffer zone     No natural surveillance     Protected Natural Areas

# DOCUMENTS ASSOCIATED WITH REPORT C02/21-672

# Attachment 8 Swim Centres Modernisation Assessment Report 2013





## HOLROYD CITY COUNCIL

Merrylands Swim Centre

Wentworthville Swim

**Guildford Swim Centre** 





UPGRADING &
MODERNISATION OF
EXISTING SWIM CENTRES

9 JULY 2013













#### HOLROYD CITY COUNCIL

# MERRYLANDS, WENTWORTHVILLE, GUILDFORD SWIMCENTRES

#### REPORT

# UPGRADING AND MODERNISATION OF EXISTING CENTRES

9 July 2013

#### Report By:

Gordon Smith BE(Civ) MIEAust RPEQ1686 Manager - Aquatic Projects East Coast Director

#### **Geoff Ninnes Fong & Partners Pty Ltd**

Consulting Structural/Civil/Aquatic Engineers 68-70 Crown Street, Woolloomooloo, NSW 2011 Telephone 02 9332 5100 Facsimile 02 9331 2963 ACN 001 849 289 ABN 56 001 849 289

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#### PREAMBLE

Geoff Ninnes Fong & Partners Pty Ltd (GNFP) were commissioned by the Holroyd City Council to provide a comprehensive report that outlines the scope, cost and timetable to refurbish and upgrade the three existing pools centres to modern standards. These centres are the Merrylands, Wentworthville and Guildford Swim Centres. An appropriate group of specialist sub-consultants was engaged by GNFP to carry out the required inspections, research analysis and reporting on the various disciplines involved in the report.

The consultancies involved and their respective disciplines and scopes of work were as follows:

Consultant	Scope of Works
Geoff Ninnes Fong & Partners (aquatic engineers)	Report on the condition of and compliance of the existing pools and tanks structures, filtration and water treatment plant for the three centres, including recommendations and cost estimates for full upgrade.
Figgis + Jefferson/TEPA	Report on the architectural aspects of the three centres, including the compliance and required upgrading as related to BCA, Disabled Access and Council requirements and regulations, propose changes to the aesthetics of the centres, review the condition of the architectural works, and provide estimates of upgrade costs.
WSP Group	Report on the existing services engineering works throughout the centres, in particular the pool water heating works, general efficiency of energy use, and provide assessments of recommended upgrades with associated cost estimates.
Geoff Ninnes Fong & Partners (structural engineers)	Report on the building structures and components, outdoor structures such as shade covers and paving slabs, and provide assessments of necessary and recommended upgrades with cost estimates.
Trisley's Hydraulic Services	To review the centres and advise on any recent changes to the filtration and water treatment works at the centres since the last reviews.

Each consultancy has contributed a summary of their reports, recommendations and cost estimates within this overall covering report. All consultant reports are provided in their entirety in the appendix section of this report. We note that all comments on structural condition are made from visual observations only. Given the very tight time frame required for provision of the report, no invasive or destructive testing was able to be carried out to determine in detail the condition of the structural elements. This is particularly relevant in terms of the assessment of condition of the concrete elements such as the pools and tanks, with very limited visibility conditions.



#### (A) Pools, tanks and filtration and water treatment plant - GNFP (aquatic)

Each pool in each centre was assessed in terms of structural condition, as observed by any cracking, spalling or settlement. Filtration and water treatment was assessed for each centre by both condition, age and compliance with the relevant performance requirements. The estimates reflect the principles and requirements noted below.

#### Structures

Generally the structures were assessed as being in good condition, with the exception of the babies pools at Guildford and Wentworthville and the 25m outdoor pool at Guildford. This report recommends that these pools are replaced as noted later in this report. Almost all pools required alterations in terms of wet deck gutter provision for removal of soiled water and provision of new appropriately sized filtered water return pipes in the pool floor slabs. Where pools used common balance tanks, additional tanks were provided for the smaller pools to enable compliance with the requirements for separation of pools of differing use.

#### Finishes

Surface finishes were reviewed by condition, loss of finishes and any deterioration or cracking. Given the age of the centres and the condition of the finishes, particularly the tiled surfaces, generally the report has recommended that the finishes be removed and replaced.

#### **Pool Filtration and Water Treatment Plant**

The plant was reviewed in accordance with the Ministry of Health requirements, which recommends that all pools are provided with separate pool filtration and treatment plant. The existing pools were almost all non-compliant with the turnover periods and rates required by the Ministry of Health Advisory Document, and hence all pool plant was recommended to be replaced by modern separate filtration and treatment plant.

#### **Estimates of Upgrading Costs**

The Merrylands and Wentworthville Swim Centres are both outdoor centres and are essentially identical in provision of pools, hence estimates were summarised for one centre and costed in as similar for each. The Guildford Swim Centre is an indoor/outdoor centre and estimated costs were determined separately for this centre. No cost estimates were associated specifically with the inspections and reviews carried out by Trisley's Hydraulic Services hence no items related to THS are shown in the cost estimate summary.

#### Summary of Major Changes or Pool Replacements

#### <u>Merrylands</u>

50m pool, competition pool, babies pool

- New wet deck gutters;
- New balance tanks for smaller pools;
- New central floor filtered water return reticulation;
- All tiling replaced;
- New separate filtration systems for each pool;
- New reticulation systems from pools to plant room.

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#### Wentworthville

50m pool, competition pool, babies pool

- New wet deck gutters;
- New balance tanks for smaller pools;
- New central floor filtered water return reticulation;
- All tiling replaced;
- · New separate filtration systems for each pool;
- New reticulation systems from pools to plant room.

Note: an option is recommended to replace the babies pool (in poor structural condition) with a splash pad with minimal cost difference to upgrade cost.

#### Guildford

#### Indoor 25m pool

- · New filtration system;
- New reticulation system to and from plant room;
- · New balance tank.

#### Outdoor 25m indoor pool

Replace outdoor 25m pool with new pool, balance tank and filtration system.

#### Babies pool

- New wet deck gutters;
- New balance tank;
- New floor filtered water return reticulation;
- All tiling replaced;
- New separate filtration system;
- New reticulation systems from pool to plant room.

Note: an option is recommended to replace the babies pool (in poor structural condition) with a splash pad with minimal cost difference to upgrade cost.

#### Full report on pools, tanks and filtration and water treatment plant

The full report on the above is attached as Appendix 1.



#### (B)Architectural, aesthetic, condition and compliance issues - Figgis+Jefferson/TEPA

#### Holroyd Swimming Centres Study Summary:

Prepared by: Figgis & Jefferson Architects

Date: 03.07.2013

The aim of this study is to establish initiatives that may contribute to transforming the existing Aquatic Centres in Holroyd City Council into modern Aquatic Leisure Centres that appeal broadly to the community both for their array of functions and facilities. The Merrylands, Wentworthville and Guildford swimming centres were all reviewed with consideration given to;

- Meeting full compliance for disability access in accordance with the BCA and the DDA.
- Safety in Design and layout of the existing facilities.
- Making the facilities and pools more appealing to the public eye. Identifying areas suitable for modernisation and associated costs.

Each facility has been assessed against the requirements set out in Part D of the BCA with all non-compliant areas identified and recommendations to achieve compliance noted. Some of these non-compliances can be engineered through alternate solutions however full compliance is desirable and will ensure DDA compliance for the facility.

All three swim centres have been assessed through Safety in Design to identify issues in the safety of the buildings during construction, use, maintenance and after life demolition. Again, some preliminary issues have been identified and recommendations made to improve the Safety in Design aspects.

Modern multi-purpose leisure centres include an array of facilities that appeal to the public and successfully balance economic, ecological and social criteria to meet the modern standards. The concept proposals and budget of each of the three swim centres demonstrate consideration to freshening up the look and appeal to attract customers and generate income.

Aside from refining the planning to achieve compliance we have also considered modernising the facility by better utilising cafe's, gyms and learn-to-swim facilities. The children's facilities will be enhanced to be more in-line with modern day kid's water activities. The above mentioned will help generate income to fund the facility as well as attract new customers who may not usually visit a swim centre. Structurally and aesthetically, the materials will be refreshed to ensure longevity.

With the above in mind it is important that all three swim centres;

- Have facilities that generate strong revenue.
- Become a destination appealing to visitors for a variety of reasons.
- Have services that attract repeat visits and match the needs of the whole community.
- Sustainable with low energy usage.

Please refer to Appendix 2 for the attached report prepared by Figgis & Jefferson for further detailed assessment.



#### (C)Services engineering, pool water heating, energy use - WSP Group

Holroyd City Council (HCC) has resolved that the three HCC swim centres are to be modernised and improved to meet the current needs of the community. The three swim centres within Holroyd are:

Merrylands Operates for six month every year. It contains a 50m, 20m and

15m baby outdoor pool

Wentworthville Operates for six month every year. It contains a 50m, 20m and

15m baby outdoor pool

Guildford Operates throughout the year. It contains a 15m baby pool, a

25m indoor and a 25m outdoor pool.

The three swim centres have aged significantly and, although functioning reasonably, they fail to provide exciting facilities that attract the public and require renovation as they are displaying signs of ageing and failure.

WSP has been engaged to review the mechanical services associated with the air conditioning and ventilation and the pool heating systems.

At Merrylands and Wentworthville Swim Centres, mechanical services comprises a central pool heating and circulation system that serves all three pools. The components are reaching the end of their economic life and are in poor condition. The facilities pool heating system, lighting and domestic hot water systems are using old poorly maintained or inefficient outdated technologies, which are resulting in higher consumption of energy than expected. We would recommend their replacement with new more efficient plant.

Whilst not required to be upgraded, current codes require that high risk pools such as the baby pool are fitted with a dedicated circulation and treatment system. We also noted the hot water unit high wind top hooded flues are showing signs of corrosion and are not compliant as they discharge lower than 3metres above the ground.

Guildford Swim Centre, unlike the other two centres, operates throughout the year. The pool and space heating hot water units were recently replaced. As such the mechanical services plant is a mixture of old and new. The facilities water circulation systems, lighting and domestic hot water systems are using inefficient outdated technologies, which are resulting in higher consumption of energy than expected. We would recommend their replacement with new more efficient plant.

As the pool operates throughout the year, there is also an opportunity to utilise solar hot water heating to supplement the heat used by the boilers.

A series of energy efficiency opportunities were identified for the three pools. These are summarised and cost estimates detailed in the tables provided in the full WSP report attached in Appendix 3.



#### (D) Buildings and external structures- GNFP (structural)

The building structures and external structures of the three swim centres were inspected, the defects and other items requiring alteration, rectification or replacement were noted, and a summary of the recommended works is listed below.

#### MERRYLANDS SWIMMING CENTRE

- Shade cloth structures require cloths to be replaced and corrosion treatment to structural steelwork completed.
- Timber roof structure to male change rooms needs to be propped immediately.
- Plant room building roof leakages adjacent to the access hatch need to be inspected and sealed. All corrosion to structural steelwork to be treated.
- Club house roof structure to be propped.
- External pavement slab to be replaced.

#### WENTWORTHVILLE SWIMMING CENTRE

- Shade cloth structures require cloths to be replaced and corrosion treatment to structural steelwork completed.
- The internal concealed roof structure for the entry building is to be inspected for corrosion.
- Stitch repair the male toilet masonry wall for safety issues.
- Replace sulphate damaged brickwalls in sections for the plant room building and treat all corrosion to structural steelwork.
- Club house sub floor to be inspected for subsidence to beams and joints.
- External pavement slab to be replaced.

#### GUILDFORD SWIMMING CENTRE

- Shade cloth structures require cloths to be replaced and corrosion treatment to structural steelwork completed.
- Corrosion to structural steel columns in the entry structure are of concern and need strengthening and corrosion treatment.
- Replace sulphate damaged brickwall in sections.
- Plantroom: Replace sulphate damaged brickwalls in sections.

Replace corroded lintels in masonry openings.

Stitch repair cracks in masonry walls.

All corrosion to steelwork is to be treated.

- Club house roof structure propped.
- · External pavement slab to be replaced.

#### URGENT WORKS

Wentworthville: Stitch repair the male toilet masonry wall for safety.

Merrylands & Guildford: Club house structure to be urgently inspected by a termite

specialist and the roof structure propped.

Guildford: Timber roof structure to male staff rooms needs to be

propped immediately and inspected by a termite specialist.

#### FULL REPORT

Please refer to Appendix 4 for the full report by GNFP on Building and Other Structures.



#### (E)Assessment of any recent works on filtration and water treatment plant - Trisley's Hydraulic Services

Following discussions by Paul Borra of Trisley's Hydraulic Services with the manager of the pool centre operations for Holroyd City Council, it was ascertained that the filtration and water treatment plant systems at each centre are still in essentially the same condition as was the case at the time of the last inspections and reports. No upgrading work has been undertaken at any of the centres, and the only works undertaken have been of necessary maintenance and repair type.



#### COST ESTIMATES SUMMARY FOR ALL DISCIPLINES (Exclusive of GST)

CENTRE	DISCIPLINE	CONSULTANT	ESTIMATE
Merrylands	Pools works	GNFP (aquatic)	\$3,477,000
	Architectural works	F+J/TEPA	\$1,696,500
	Services engineering works	WSP Group	\$43,220
	Building structural works	GNFP (structural)	\$650,000
Sub-total			\$5,866,720
Wentworthville	Pools works	GNFP (aquatic)	\$3,477,000
	Architectural works	F+J/TEPA	\$1,343,500
	Services engineering works	WSP Group	\$76,820
	Building structural works	GNFP (structural)	\$575,000
Sub-total			\$5,472,320
Guildford	Pools works	GNFP (aquatic)	\$2,210,000
	Architectural works	F+J/TEPA	\$2,255,500
	Services engineering works	WSP Group	\$265,480
	Building structural works	GNFP (structural)	\$570,000
Sub-total			\$5,300,980
SUB-TOTAL			\$16,640,020
Fees		6% assumed	\$998,401
SUB-TOTAL	With fees		\$17,638,421
Contingency		15% assumed	\$2,645,763
TOTAL	With fees and contingency		\$20,284,184
TOTAL	Rounded off, excl. GST		\$20,300,000



#### ESTIMATED TIMETABLE FOR UPGRADING EACH CENTRE

The timeframe for completion of the works at each centre would be controlled by the time required for the pools structures and filtration and water treatment works. The following timetable is based on that premise. The timetable also assumes no additional time would need to be expended obtaining Development Approval, community consultation and assessment time or other regulatory time.

Upgrading of centres could take place concurrently or sequentially, the latter being preferable to ensure that at least two centres were available for public use at any given time.

	İ
Task	Duration
(a) Consultancy Appointments, Design and Documentation	
Consultancy tenders	4 weeks
Consultancy tender reviews and awards	4 weeks
Design and documentation	16 weeks
Design review and approvals	6 weeks
(b) Project Tender Process	
Project tender	4 weeks
Project tender review and award	4 weeks
(c1) Structural works (assumes all pools upgraded concurrently)	
Preparation of pools for new wet decks, return pipes, tanks	8 weeks
Construction of wet decks, central returns, balance tanks	10 weeks
Preparation for tiling	4 weeks
Tiling/other surface treatment	12 weeks
(c2) Filtration and water treatment works (concurrent with structural and finishes works)	
Removal of existing plant	2 weeks
Upgrade and prepare plant room	2 weeks
Install filters, pipework and treatment plant	12 weeks
(d) Completion works	
Commissioning of plant, training of staff	2 weeks
Cleaning and finishing trades	2 weeks
TOTAL TIME REQUIRED PER CENTRE	76 weeks



#### CONCLUSIONS

#### Estimate of Cost of Works and Timeframe per Centre

The reports carried out by Geoff Ninnes Fong & Partners and its associated sub-consultants group have reviewed the requirements for upgrading the Merrylands, Wentworthville and Guildford Swim Centres in terms of modernisation, compliance and aesthetics. The following is advised with regard to the total estimated cost of upgrading the three swimming centres and the estimated timeframe required to upgrade each centre. The estimated costs include fees of 6% and a contingency sum of 15%.

Total estimated cost for upgrading the three centres: \$20,300,000 plus GST

Total estimated time required for upgrading each centre: 76 weeks

(estimated from the time of approval to upgrade the particular centre by Council)

#### Life Expectancy of Upgraded Pool Systems

The pools at Merrylands and Wentworthville and the outdoor pools at Guildford are currently reaching the end of their design lives, and could optimistically be expected to have at best a non-compliant and poorly functioning life expectancy of between ten and fifteen years before full compliant replacement was required. While necessary changes have been recommended for current compliancy requirements, the base pool shells and tanks that support the revised pools and tanks still possess only the noted ten to fifteen years life expectancy. All upgrading works expenditure hence will still only provide the same life expectancy, although the pools will be functioning in full compliance with current standards.

We note that the report recommends pool replacement already for the Guildford outdoor 25m pool, and as an optional upgrade for the Wentworthville and Guildford babies pools.

#### Urgent Works

Please note the following items, regarded by GNFP as being of an urgent nature and requiring attention and rectification now for safety reasons, regardless of future decisions regarding centre upgrades. We note that the termite infestations have been treated but no structural work has been carried out to date.

Wentworthville: Stitch repair the male toilet masonry wall for safety.

Merrylands & Guildford: Club house roof structure to be propped until rectification

works are carried out.

Guildford: Timber roof structure to male staff rooms needs to be

propped immediately until rectification works are carried out.





#### HOLROYD CITY COUNCIL

# MERRYLANDS, WENTWORTHVILLE, GUILDFORD SWIMCENTRES

#### REPORT

# UPGRADINGAND MODERNISATION OF EXISTING CENTRES

APPENDICES

5 July 2013





#### APPENDIX1

## Geoff Ninnes Fong & Partners Pty Ltd

## Report

Pools and tanks structures

And

Filtration and water treatment

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## HOLROYDCITYCOUNCIL SWIMMING CENTRE REPORTS

## Merrylands Swimming Centre Wentworthville Memorial Swimming Centre Guildford Swimming Centre

Pools and tanks structures and Filtration and water treatment

28 June 2013

Gordon Smith BE(Civ) MIEAust RPEQ

Manager Aquatic Projects East Coast Director

Geoff Ninnes Fong And Partners Pty Ltd

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C02/21-672 – Attachment 8



#### PREAMBLE

Geoff Ninnes Fong & Partners Pty Ltd (GNFP) was commissioned by Holroyd City Council to carry out inspections, condition compliance assessments at the Guildford, Merrylands and Wentworthville Pool Centres. Visual inspections were carried out by Gordon Smith of GNFP. Some physical flow rate testing and technical inspections were carried out for an earlier report by Trisleys Hydraulic Services at the request of GNFP. No flow rate testing could be carried out during the current review because the plant for two of the three centres was not operating. It was not considered worthwhile to repeat the flow rate tests for only the Guildford Centre, given the availability of earlier test results.

The Brief requested in particular a review of the centres and provision of cost assessments to bring the centres up to current standards both in terms of public appeal and departmental compliance issues. The pool centres are in significant non-compliance with the NSW Ministry of Health's "Public Swimming Pool and Spa Pool Advisory Document" publication, and this report has focused on the non-compliances, the requirements for upgrading to meet compliance, and the estimates of cost required to carry out the upgrades. The report comments separately on the two totally outdoor Wentworthville and Merrylands centres in section (A), and the indoor/outdoor Guildford centre in section (B).

#### REVIEW OF COMPLIANCE CHECKS AND OTHER SIGNIFICANT ISSUES

# Compliance with NSW Ministry of Health Publication "Public Swimming Pool and Spa Pool Advisory Document"

#### General Comment on the Advisory Document

The NSW Health Department Advisory Document were published initially in 1996 and although remaining basically unchanged for many years, have undergone numerous changes recently, resulting in the current Advisory Document issued by the Ministry of Health in December 2012.

A feature of the new Advisory Document having most relevance and significance for the Holroyd City Council is the nomination of the means of determination of required turnover periods for various pools. While the turnover periods recommended for small pools do not change significantly, in terms of cost as well as health implications, the relaxation of the turnover periods for larger pools will sometimes result in lower filtration costs for these pools than was the case under the original Advisory Document.

Most Advisory Document compliance issues with respect to existing municipal pools generally arise from consideration of the first three of the following aspects.

- Compliance with the requirement for separation of all pools having significantly different bather loads and uses, bather ages and pool depths with regard to pool water filtration, treatment and heating;
- b) Compliance with the turnover periods and rates for pools of varying pool depths, bather loads and uses;
- Appropriate and automatic chemical dosing and control in pools;
- d) Advanced disinfection/chloramine control systems;
- e) Water use.

#### a) Pools Separation

The Advisory Document require separation of pools of different uses due to the very high likelihood of cross-contamination of lightly-loaded pools by incidents occurring in the smaller more heavily loaded pools. Toddlers pools (non-toilet-trained children), Learn- To-



Swim pools (high bather loads, shallow depths, high pollutant potential) and hydrotherapy pools (elderly, ill and/or incontinent bathers) all experience higher bacteriological loads due to their use by the groups noted above. The Advisory Document and good practice in any case require these pools to be separated from the lower load high volume relatively clean pools to prevent cross-contamination.

Neither of the Wentworthville or Merrylands centres reviewed in this study have separation of the pools, with each centre using only one filtration, water treatment and heating system for reticulation, treatment and heating of the combined water from all pools. The Guildford centre has separated the internal 25m pool from the external 25m pool, but the babies pool is still connected to the indoor 25m pool. GNFP considers this non-compliance the most important, having the potential to cause serious infection and illness problems for users and complex consequential litigation problems for the Council. The solution for this non-compliance is obviously to provide separate plant for each pool, a cost-intensive but necessary requirement.

#### b) Turnover Periods and Rates

The turnover period is defined as the time taken to pass through the filters a volume of water equivalent to the volume of water in the pool. As can be seen from the Turnover Periods and Rates spreadsheet, most of the pools in the HCC district have turnover periods that grossly exceed those recommended in the Advisory Document. The same is true of the smaller pools, although both the recommended and actual periods are much shorter. The excessive turnover periods result in poorer filtration, cleaning of particulate matter and chemical treatment of bacteriological material than recommended by the Advisory Document. Council would find itself in a legally parlous position should diseases be proved to be communicated within the pools.

#### c) Chemical Testing and Dosing

The centres generally have installed competent and relatively modern chemical testing, dosing and control plant and have no major non-compliance with this aspect. Any minor discrepancies could be rectified at relatively low cost. Storage of sodium hypochlorite and other chemicals is the exception. The hypo disinfectant should be stored in accordance with the current Orica requirements, particularly in terms of the bunded storage area and the bunded delivery hard-standing area. The other chemicals should be stored separately without possibility of chemical interaction.

#### d) Advanced disinfection/chloramine control systems

The two outdoor centres do not need any advanced systems such as UV irradiation plant, given the outdoor environment and the lack of detrimental effects of chloramines in the environment. Consideration should be given to the use of a UV system for the indoor pool at Guildford.

#### e) Comment on water use

Given the assessment within this study that the plant is generally significantly noncompliant and needs major upgrading and/or replacement, comment on existing system water use becomes an academic exercise. Water use will be a primary consideration when the upgrade filtration systems are designed. We note however that the existing filtration systems for all centres are very high water consumers and hence for this and numerous other reason have been recommended to be replaced.



#### (A)WENTWORTHVILLE AND MERRYLANDS SWIMMING CENTRES

These centres are essentially similar in pool and plant details and include the following:

```
a 50m competition pool;
an 18m learn-to-swim pool;
a 15.5m diameter shallow babies pool;
a common balance tank for all pools;
a common set of gravity filter cells for all pools;
common disinfection and pH control systems for all pools;
a common reticulation system for all pools;
gas heating systems.
```

The filters comprise two reinforced concrete cells each of approximate internal plan area 13.7 m<sup>2</sup>, with approximately 1.0m depth of sand, providing a filter area of 27.4m<sup>2</sup> through which all soiled pool water is filtered, and pumped back to the pools using a single pump. The filters are open gravity-fed sand cells.

Disinfection is achieved using sodium hypochlorite solution for disinfection with automatic chemical testing. Dosing is controlled by a chemical controller system. Storage of the sodium hypochlorite is in polypropylene tanks within the plant room.

pH control is achieved using carbon dioxide from bulk storage external Gasmatic containers.

#### CURRENT PLANT ROOM LAYOUTS AND EQUIPMENT

Each plant room, which incorporates the concrete sand filters, includes the following equipment and plant:

```
recirculation pump;
chemical dosing pump;
open reinforced concrete filter cells; reticulation piping from the pools and heaters;
chemical testing and dosing equipment;
a bunded sodium hypochlorite storage area;
chemical storage of flocculant and stabilizer;
pool control board, including heat pump controls and dosing pump control;
filter air scour plant located in the chemical store area;
testing and working area for staff, including sink and cupboard.
```

(We note that this is not a total list of all items in the plant room.)

The plant within each plant room is aging, is generally in poor to reasonable condition, and the metallic elements exhibit extensive corrosion in many circumstances.

The exception to this description is the chemical testing and dosing plant, which is in good condition.

The plant rooms are reasonably laid out. The sodium hypochlorite solution delivery and storage areas are non-compliant with current Orica requirements and require upgrading. Other non-compatible chemicals are stored in close proximity to each other, and should be separated for WHS reasons.

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#### EXISTING POOLS PHYSICAL CHARACTERISTICS

#### Pools dimensions

Pool	Dimensions (m)	Area (m²)	Volume (m³)
50m	50.0m x 17.7m by 1067mm grading to 1830mm depth	885	1282
Learners	Rectangular, 18.3m x 9.1m, with depth from 1070mm central to 760 at the ends o the pool	167	153
Babies	15.4m diam. x average 200mm depth	183	37

#### POOL TURNOVER RATES

The actual turnover rates for each pool have been tested/assessed by Trisleys Hydraulic Services, and are as listed in the following.

Wentworthville:	Total flow 50m pool Learners pool Babies pool	360 m <sup>3</sup> /hr (100 l/s) 216 m <sup>3</sup> /hr 108 m <sup>3</sup> /hr 36 m <sup>3</sup> /hr
Merrylands:	Total flow 50m pool Learners pool Babies pool	324 m <sup>3</sup> /hr (90 l/s) 195 m <sup>3</sup> /hr 97 m <sup>3</sup> /hr 32 m <sup>3</sup> /hr

While the above flow rates are determined from the pump tests and flow characteristics, assessment of the flow rates by determination of the flow capacity through the gravity filters gives a lower rate than by use of the pump figures. GNFP have used the best case pump-related assessment, but notes that these figures may actually overestimate the actual flow rates, giving even less flattering comparisons with the rates recommended by the Advisory Document.

C02/21-672 – Attachment 8



## COMPARISON OF RECOMMENDED AND ACTUAL TURNOVER PERIODS AND RATES

Recommended Turnover Periods and Rates from the NSW Ministry of Health publication "Public Swimming Pool and Spa Pool Advisory Document", Dec. 2012

Pool	NSW GL T/O Period (hrs)	NSW GL T/O Rate (m³/hr)	Actual T/O Period (hrs) (best case)	Actual T/O Rate (m³/hr) (best case)
Wentworth	ville			
50m	2.7	475	5.90	216
Learners	1.25	123	1.40	108
Babies	0.25	146	1.00	36
Merrylands	s			
50m	2.7	475	6.60	195
Learners	1.25	123	1.60	97
Babies	0.25	146	1.13	33

Comment on turnover periods as noted above:

- For the 50m and babies pools, the actual turnover periods are greatly in excess of those recommended by the Advisory Document.
- For the learners pools, the actual turnover periods were reasonably close to those recommended by the Advisory Document.
- Generally the actual turnover periods are unacceptable when considered against the Advisory Document recommendations.

#### COMPLIANCE WITH GOOD POOL DESIGN PRACTICE

Five main design criteria control the design of swimming and spa pools, and these are detailed in most reputable design handbooks. These criteria are:

#### 1. Pool separation

Total separation of reticulation, filtration, water treatment and heating for pools of significantly varying bather loads, sizes (area and depth), contaminant levels and operating temperatures.

#### 2. Turnover periods and rates

Provision of turnover periods and associated turnover rates appropriate to the pool in consideration of bather loads, sizes (area and depth), contaminant levels, operating temperatures and location (whether indoor or outdoor).



#### 3. Water treatment processes

Provision of appropriate disinfection processes, including choice of chemical disinfectant, pH control agent, use of flocculants (often dependent on the type of filtration system used) and use of chlorine stabilisers (for outdoor pools only).

#### 4. Efficient reticulation systems

Provision of efficient reticulation systems that ensure soiled water removal from the pools and filtered water return to the pool in well-distributed patterns, the pool reticulation layouts being designed to prevent the generation of "dead spots" (areas of little water movement) within the pools. Balance tanks in good pool design generally provide large capacity and dilution of contaminants. Gutters should be sized to accommodate all water flow and surge without backflow into the pool.

#### 5. Enhanced disinfection and chloramine control

Use of systems providing additional disinfection capacity and chloramine control, including ozone and UV systems (these systems do not provide any residual disinfection capacity in the pools and are usually only used for indoor pools or for unusual pool situations such as splash pads or outdoor pools in extremely high temperature locations).

## Review of the Wentworthville and Merrylands Centres' pools with respect to the above criteria

- The pools are reticulated, filtered and treated on a single system and given that the bather and contaminant loads differ widely, it is not reasonable to use a common plant system for the three pools.
- The turnover periods are generally significantly in excess of the Advisory Document recommended values and are unacceptable.
- 3. The pools' sodium hypochlorite disinfection processes are an acceptable and efficient system, although the level of disinfection and the degree to which the processes are automatic (i.e. responding to bather load) need to be reviewed. The use of carbon dioxide for pH control is an acceptable process.
- 4. The centres possess conventional reticulation systems which would have been acceptable until modern practice developed, requiring lower turnover periods and associated higher turnover rates. In the light of current design criteria, the soiled water removal gutters are inadequate in cross-section and the filtered water return pipes are too small to accommodate the currently acceptable flow rates for the particular pools.

The use of a common balance tank is unacceptable, and each pool needs to be provided with a separate balance tank dedicated to the particular pools

Enhanced disinfection and chloramine removal systems are not relevant to the outdoor pools at these centres.



#### Summary

The operation of the pools at the centres significantly contravenes the turnover period and rate design criteria for public swimming pools. Major upgrading works to the filtration and reticulation systems are required to achieve acceptability under these current design criteria.

#### CURRENT STRUCTURAL CONDITION OF POOLS AND CONCOURSE

From visual inspection only, most pools appear to be generally in good structural condition, with no evidence of structural cracking or settlement apparent. The exception to the above is the babies pool at Wentworthville, which is exhibiting a degree of differential settlement, as can be seen by the varying water level against the low pool walls.

#### Control joints

The pool control (expansion/contraction) joints as visually observed are generally in poor to reasonable condition and should be replaced in the short to medium term. Some joint repairs have been carried out, but these joint repairs do not appear visually to have been as well carried out as could be expected.

The pool control (expansion/contraction) joints are also in poor condition and need to be fully replaced. The anecdotal comments regarding water loss also confirm likely water loss from the joints.

#### Pool surface finishes

50m pool, learners pool and babies pool – all fully tiled with various types of tiles depending on location and pool size. Generally the tiling is in poor to reasonable condition, with many defective tiles present, chipped, cracked and delaminated, with tile joints in very poor condition.

#### Concourses

The concourses is in reasonable condition, with some random structural or shrinkage cracking present, and evidence of minor settlement at some slab panel joints.

#### Filters and plant room

From very limited observation capacity, the concrete filter cells appeared to be in reasonable physical condition, with no evidence visible of corrosion of reinforcement and consequential spalling and cracking of the cell walls.

#### Physical testing of structural concrete

No invasive physical testing of the concrete in the pools was carried out to determine the degree of chloride ingress into the concrete, the related levels, if any, of reinforcement, and the degree of carbonation present in the pool concrete. The assessments on concrete condition are hence only as could be visually observed and these observations cannot substitute for in-depth invasive testing.



#### COST ESTIMATES FOR THE RECOMMENDED UPGRADING WORKS

#### Merrylands pool centre

50m pool raised hobs to ends of pool (300mmabove WL)	
raised nots to ends of poor (Soommacove 112)	0.57.000
	\$ 57,000
conversion to wet deck gutter system	\$300,000
upgrading of central return line	\$150,000
additional/upgrading pipework to plantroom	\$ 50,000
joints	\$ 50,000
finishes - surface preparation and DIN standard tiles	\$200,000
balance tank	\$110,000
filtration	\$900,000
Sub-Total	\$1,817,000
<u>learners pool</u>	
conversion to wet deck gutter system	\$165,000
upgrading of central return line	\$ 55,000
additional/upgrading pipework to plantroom	\$ 50,000
joints	\$ 30,000
finishes - surface preparation and DIN standard tiles	\$ 60,000
new balance tank	\$ 50,000
filtration	\$250,000
Sub-Total	\$660,000
Babies pool	
conversion to wet deck gutter system	\$150,000
upgrading of central return line	\$ 95,000
additional/upgrading pipework to plantroom	\$ 30,000
joints	\$ 20,000
finishes - surface preparation and DIN standard tiles	\$ 40,000
new balance tank	\$ 40,000
filtration	\$270,000
Sub-Total	\$645,000
Common elements	
Plantroom conversion	\$200,000
Backwash tank	\$ 80,000
New hydrostatic pressure relief valves	\$ 25,000
Drainage extension and rectification	\$ 50,000
Sub-Total	\$355,000
Total Lawa Sa Wanks 14 Control	¢3 488 000
Total Aquatic Works At Centre	\$3,477,000



#### Wentworthville pool centre

50m	pool

raised hobs to ends of pool (300mmabove WL)	\$ 57,000
conversion to wet deck gutter system	\$300,000
upgrading of central return line	\$150,000
additional/upgrading pipework to plantroom	\$ 50,000
joints	\$ 50,000
finishes - surface preparation and DIN standard tiles	\$200,000
balance tank	\$110,000
filtration	\$900,000
Sub-Total	\$1,817,000
learners pool	
conversion to wet deck gutter system	\$165,000
upgrading of central return line	\$ 55,000
	\$ 50,000
additional/upgrading pipework to plantroom	
joints	\$ 30,000
finishes - surface preparation and DIN standard tiles new balance tank	\$ 60,000
filtration	\$ 50,000
	\$250,000
Sub-Total	\$660,000
Babies pool	
conversion to wet deck gutter system	\$150,000
upgrading of central return line	\$ 95,000
additional/upgrading pipework to plantroom	\$ 30,000
joints	\$ 20,000
finishes - surface preparation and DIN standard tiles	\$ 40,000
new balance tank	\$ 40,000
filtration	\$270,000
Sub-Total	\$645,000
Common elements	
Plantroom conversion	\$200,000
Backwash tank	\$ 80,000
New hydrostatic pressure relief valves	\$ 25,000
Drainage extension and rectification	\$ 50,000
Sub-Total	\$355,000 \$355,000
	C255 (100)

Total Aquatic Works At Centre \$3,477,000



#### (B)GUILDFORD POOL CENTRE

This centre comprises:

an indoor 25m lap pool;

a 25m outdoor lap/learn-to-swim pool;

a 15.5m diameter shallow babies pool;

a separate balance tank for the indoor pool;

a common balance tank for the outdoor pools;

a pair of Chadson pressure sand filters for the two outdoor pools;

a pressure sand concrete filter vessel for the indoor pool;

separate disinfection and pH control systems the indoor and outdoor pools;

separate reticulation systems for the indoor and outdoor pools;

gas heating systems.

The outdoor pool filters are two Chadson HS16 sand pressure filters each of  $1.5 \text{m}^2$  filter area, giving  $3.0 \text{m}^2$  total filter area.

The indoor pool filter is a pressure twin cell concrete filter system having approximately 9m<sup>2</sup> filter area.

Disinfection for both systems is achieved using sodium hypochlorite solution for disinfection with automatic chemical testing. Dosing is controlled by a chemical controller system. Storage of the sodium hypochlorite is in polypropylene tanks within the plant room.

pH control is achieved using carbon dioxide from a bulk storage external Gasmatic containers.

#### CURRENT PLANT ROOM LAYOUTS AND EQUIPMENT

The plant is partially housed in an indoor plant room and partially outside in an area adjacent to this plant room. The plant is distributed between the areas in a very poorly laid out and ad hoc fashion. The plant layouts are probably the worst the writer has seen and would render competent pool plant management very difficult for the pool operators.

The plant within each plant area is aging, is generally in poor to reasonable condition, and the metallic elements exhibit extensive corrosion in many circumstances.

#### EXISTING POOLS PHYSICAL CHARACTERISTICS

#### Pools dimensions

Pool	Dimensions (m)	Area (m²)	Volume (m³)
25m indoor	25.0m x 12.0m by 1000mm	300	300
Lap/learners outdoor	Rectangular, 25.0m x 10.8m, with depth from 1000mm to 1500	270	338
Babies outdoo	o 15.4m diam. x average 200mm depth	183	37



#### POOL TURNOVER RATES

The actual turnover rates for each pool have been tested/assessed by Trisleys Hydraulic Services, and are as listed in the following.

Guildford: a) Indoor pool

25m pool 169 m<sup>3</sup>/hr

b) Outdoor pools

Total flow 72 m<sup>3</sup>/hr (20 l/s)

Lap/learners pool 54 m<sup>3</sup>/hr Babies pool 18 m<sup>3</sup>/hr

# COMPARISON OF RECOMMENDED AND ACTUAL TURNOVER PERIODS AND RATES

Recommended Turnover Periods and Rates from the NSW Ministry of Health publication "Public Swimming Pool and Spa Pool Advisory Document", Dec. 2012

Pool	NSW MH T/O Period (hrs)	NSW MH T/O Rate (m³/hr)	Actual T/O Period (hrs)	Actual T/O Rate (m³/hr)
25m indoor	1.6	189	1.78	169
Learners (outdoor)	2.00	170	6.26	54
Babies (outdoor)	0.25	146	2.00	18

Comment on turnover periods as noted above:

- For the 25m indoor pool, the actual turnover period is similar to that recommended by the Advisory Document.
- For the outdoor lap/learners and babies pools, the actual turnover periods were significantly greater than those recommended by the Advisory Document.
- Generally the actual turnover periods for the outdoor pools are unacceptable when considered against the Advisory Document recommendations.
- The filtration rate through the pressure concrete filter vessel for the indoor pool is higher than the normally acceptable rate for this type of filter.

#### COMPLIANCE WITH GOOD POOL DESIGN PRACTICE

The previously mentioned five design criteria controlling the design of swimming and spa pools are repeated below:

- 1. Pool separation
- 2. Turnover periods and rates
- 3. Water treatment processes
- 4. Efficient reticulation systems
- 5. Enhanced disinfection and chloramine control



#### Review of the Guildford pools with respect to the above criteria

- The outdoor pools are reticulated, filtered and treated on a single system and given that
  the bather and contaminant loads differ widely, it is not acceptable to use a common
  plant system for the two pools. The indoor pool has its own system.
- The turnover periods for the outdoor pools are generally significantly in excess of the Advisory Document recommended values and are unacceptable. The turnover period for the indoor pool is acceptable.
- The pools' sodium hypochlorite disinfection processes are acceptable and efficient systems, and the use of carbon dioxide for pH control is an acceptable process.
- 4. The outdoor pools possess conventional reticulation systems which would have been acceptable until modern practice developed, requiring lower turnover periods and associated higher turnover rates. In the light of current design criteria, the soiled water removal gutters for the outdoor pools need to be checked for acceptable capacity. Similarly, the filtered water return pipes need to checked for adequacy to accommodate the required currently acceptable flow rates for the particular pools.

The use of a common balance tank for the outdoor pools is unacceptable, and each pool needs to be provided with a separate balance tank dedicated to the particular pools

5. Enhanced disinfection and chloramine removal systems are not relevant to the outdoor pools at these centres. A UV system should be installed in the indoor plant system, to both enhance disinfection and to aid in the removal of chloramines.

#### Summary

The outdoor pools require separate filtration and water treatment systems, balance tanks and reticulation and heating systems of appropriate capacity. The indoor pool requires a filtration system appropriate to the flow rate required and a UV system to aid disinfection and provide chloramines control. The outdoor pools require upgrading with respect to gutters and filtered water return systems to achieve the required turnover rates.

#### CURRENT STRUCTURAL CONDITION OF POOLS AND CONCOURSE

#### Generally

From visual inspection only, the pools appear to be generally in good structural condition, with no evidence of structural cracking or settlement apparent. The exception to the above is the outdoor 25m pool, which is exhibiting significant structural distress. The pool shell has serious cracking in numerous locations, and water is leaking continuously through these cracks. Given the severity of the cracking and water loss problems, GNFP recommends that this pool be replaced and has allowed for the replacement in the estimate.

#### Control joints

The pool control (expansion/contraction) joints as visually observed are generally in reasonable condition but should be checked when the upgrading work is undertaken.

#### Pool surface finishes

50m pool, learners pool and babies pool – all fully tiled with various types of tiles depending on location and pool size. Generally the tiling is in reasonable to good



condition, with only minor defects, mostly related to the lap/learners pool.

#### Concourses

The concourses is in reasonable condition, with only some random structural or shrinkage cracking present, and evidence of minor settlement at some slab panel joints.

#### Filters and plant room

The plant room is in poor condition and should be repaired and extended or reconstructed to incorporate the new plant external to the existing building.

#### Physical testing of structural concrete

No invasive physical testing of the concrete in the pools was carried out to determine the degree of chloride ingress into the concrete, the related levels, if any, of reinforcement, and the degree of carbonation present in the pool concrete. The assessments on concrete condition are hence only as could be visually observed and these observations cannot substitute for in-depth invasive testing.



#### COST ESTIMATES FOR THE RECOMMENDED UPGRADING WORKS

#### Guildford pool centre (excluding GST)

#### 25m indoor pool

TOTAL AQUATIC WORKS	\$2,210,000
Sub-Total	\$300,000
backwash tank	\$ 50,000
Plantroom conversion	\$250,000
Common elements	
Sub-Total	\$645,000
new filtration	\$270,000
new balance tank	\$ 40,000
finishes - surface preparation and DIN standard tiles	\$ 40,000
joints	\$ 20,000
additional/upgrading pipework to plantroom	\$ 30,000
upgrading of central return line	\$ 95,000
conversion to wet deck gutter system	\$150,000
Babies pool	
Sub-Total	\$775,000
new filtration	\$320,000
new balance tank	\$ 50,000
Replacement of pool shell, gutters and concourse slab	\$405,000
Lap/learners outdoor pool	
Sub-Total	\$490,000
new filtration	\$380,000
balance tank upgrade	\$ 50,000
additional/upgrading pipework to plantroom	\$ 60,000



#### FINAL COST ESTIMATE SUMMARY

#### (1) TOTAL COST ESTIMATES FOR THE UPGRADING WORKS

#### Wentworthville and Merrylands Pools

50m pool	\$1,817,000
learners pool	\$ 660,000
babies pool	\$ 645,000
common elements	\$ 355,000

SUB-TOTAL: \$3,477,000 x two centres \$6,954,000

#### Guildford pools

25m ind	oor po	ol	\$490,000
Lap/learner	s outdoo	or pool	\$775,000
Babies poo	l		\$645,000
common el	ements		\$300,000

SUB-TOTAL: \$2,210,000 x one centre \$2,210,000

Total Basic Aquatic Works Estimate \$9,164,000

Engineering fees (6%) \$ 550,000

Total Aquatic Works Estimate (incl. fees) \$9,714,000

Contingency (15%) \$1,457,000

Total Aquatic Works Estimate (incl. fees & contingency) \$11,171,000

# (2) WENTWORTHVILLE AND GUILDFORD CENTRES - ALTERNATE TREATMENT OF BABIES POOLS

Given the settlement of the babies pool at the Wentworthville centre and the cracking of the babies pool at Guildford, an alternative would be to replace the babies pools in these centres with a splash pads of 150m² area. The cost of a splash pad of this size is estimated to be \$650,000 compared with the estimated cost of \$645,000 for the particular pool upgrade works, hence would make little difference to the overall estimate if adopted.

Gordon Smith BE(Civ) MIEAust CPEng RPEQ

for and on behalf of

GEOFF NINNES FONG AND PARTNERS PTY LTD

Geoff Ninnes Fong & Partners Pty Ltd

Consulting Structural/Civil/Aquatic Engineers 68-70 Crown Street, Woolloomooloo, NSW 2011 Telephone 02 9332 5100 Facsimile 02 9331 2963 ACN 001 849 289 ABN 56 001 849 289 Mob.: 0409 746 007 Email: gordons@gnfp.com.au





#### **APPENDIX 2**

Figgis + Jefferson/TEPA Architects

Report

Swimming Centre Study

[+]

# CUMBERLANE CITY COUNCIL

#### **SWIMMING CENTRE STUDY**

In relation to

# MERRYLANDS, WENTWORTVILLE & GUILDFORD SWIMMING CENTRES

For

#### **HOLROYD CITY COUNCIL**

Prepared by:

David Dent, B.Arch

25<sup>th</sup> June 2013









The aim of this study is to establish initiatives that may contribute to transforming the existing Aquatic Centres in Holroyd City Council into modern Aquatic Leisure Centres that appeal broadly to the community both for their array of functions and facilities. The Merrylands, Wentworthville and Guildford swimming centres were all reviewed with consideration given to;

- Meeting full compliance for disability access in accordance with the BCA and the DDA.
- Safety in Design and layout of the existing facilities.
- Making the facilities and pools more appealing to the public eye. Identifying areas suitable for modernisation and associated costs.

Each facility has been assessed against the requirements set out in Part D of the BCA with all non-compliant areas identified and recommendations to achieve compliance noted. Some of these non-compliances can be engineered through alternate solutions however full compliance is desirable and will ensure DDA compliance for the facility.

All three swim centres have been assessed through Safety in Design to identify issues in the safety of the buildings during construction, use, maintenance and after life demolition. Again, some preliminary issues have been identified and recommendations made to improve the Safety in Design aspects.

Modern multi-purpose leisure centres include an array of facilities that appeal to the public and successfully balance economic, ecological and social criteria to meet the modern standards. The concept proposals and budget of each of the three swim centres demonstrate consideration to freshening up the look and appeal to attract customers and generate income.

Aside from refining the planning to achieve compliance we have also considered modernising the facility by better utilising café's, gyms and learn-to-swim facilities. The children's facilities will be enhanced to be more in-line with modern day kid's water activities. The above mentioned will help generate income to fund the facility as well as attract new customers who may not usually visit a swim centre. Structurally and aesthetically, the materials will be refreshed to ensure longevity.

With the above in mind it is important that all three swim centres;

- Have facilities that generate strong revenue.
- Become a destination appealing to visitors for a variety of reasons.
- Have services that attract repeat visits and match the needs of the whole community.
- Sustainable with low energy usage.

Please refer to the forthcoming report for a further detailed assessment.

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## Survey 1:



Mil, Current Projects \33x\3377 Holroyd Swim Centres Study\A01 Minutes & File Notes\3377. Holroyd Aquatic Centre study docx

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PART	BCA STANDARD	REQUIREMENTS	OBSERVATIONS	RECOMMENDATIONS
D3.1	General Building Access Requirements	The building is accessible via ramped accessways. Access is provided to	There are door thresholds with level differences greater than 30mm.	Refinish floor to even out the levels.
		and within all parts of the building via ramps and level access.	The manager's office and club room are not accessible as they are at different levels.	Reconfigure layout to accommodate accessible entry. Alternatively; a raised office may be necessary due to a better surveillance across the pools.
			There are numerous steps in the external paving which do not meet the requirements of the BCA thus making the vast majority of the external area inaccessible. AS1428.1 allows for a maximum 5mm difference in level between pavers. This is not achieved in a number of areas.	Re-surface are existing paved areas.
		REQUIREMENTS	OBSERVATIONS	RECOMMENDATIONS
D3.2	Access to buildings	Access for people with a disability is required to be provided at the main points of pedestrian entry at the allotment boundary, and from the accessible carparking space on the allotment.	An accessible walkway from Councils footpath to the front entrance of the building is provided.	
		Accessways are provided to not less than 50% of all pedestrian entrances.	The main entrance to the facility is accessible.	
		All doorways are required to have door clearances of 850mm.	The average clear opening is approximately 760mm. Does not comply with the minimum	Replace doors and adjust layouts to accommodate leading edge where required.

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		37 equirement of 850mm	requirement of 850mm clear opening under the DDA. All doors are also required to have a 530mm leading edge. This has not been provided at all doors.	
		Width of egress to be minimum 1000mm wide. Accessible doors to have a 530mm leading edge.	The width of the corridor into the staff lunch room is sufficient however it does not allow for the required 530mm leading edge at the lunch room door.	Reconfigure lunch room to allow for accessible entry.
		REQUIREMENTS	OBSERVATIONS	RECOMMENDATIONS
D3.3	Parts of buildings to be accessible	Internal & external ramps and stairways are required to comply with AS1428.1-2009.	The ramp leading to the main swimming pool appears greater than 1:14. This is ok provided that it is clearly marked that disabled customers should use the alternate route.  The stairs into the manager's office & club room do not comply in setout, handrails or tactile indicators  Rooms that are inaccessible are;  - Managers office  - Switch room  - Staff lunch room  - Club room  - Reception  - Kiosk	Reconfigure stairs & install new handrails, tactile indicators & contrasting stair nosing.  Reconfigure layout plan to ensure accessible compliance. Most of this will be accommodate by changing the size of the doors.
		REQUIREMENTS	OBSERVATIONS	RECOMMENDATIONS
D3.4	Exemptions	Exemptions would only apply to areas where access would be inappropriate due to WHS reasons such as storerooms and tool rooms only.		

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	REQUIREMENTS	OBSERVATIONS	RECOMMENDATIONS
Accessible Car parking	Accessible carparking is required in	Disabled parking is provided	New disabled parking in accordance
	accordance with AS2890.6. Signage	however the set-out is not	with AS1428.1
	& dimensions to comply as required.	compliant.	
	REQUIREMENTS	OBSERVATIONS	RECOMMENDATIONS
Signage	Braille and tactile signage complying with Specification D3.6 and incorporating the international	No accessible signage is visible.	Install required statutory signage.
	symbols as appropriate must identify each sanitary facility and all accessible entrances where an		
	entrance is not accessible.		
	REQUIREMENTS	OBSERVATIONS	RECOMMENDATIONS
Hearing augmentation	Not required		
	REQUIREMENTS	OBSERVATIONS	RECOMMENDATIONS
Tactile Indicators	Tactile ground surface indicators must be provided to all stairways, ramps and where an accessway	No tactile indicators have been installed.	Install tactile indicators to required areas.
	meets a vehicular way adjacent to any pedestrian entrance to a building.		
	REQUIREMENTS	OBSERVATIONS	RECOMMENDATIONS
Wheelchair seating spaces in Class 9b assemble buildings	Not required		
	REQUIREMENTS	OBSERVATIONS	RECOMMENDATIONS
Swimming pools	Not less than 1 means of accessible water entry/exit must be provided for each swimming pool	No ramped access provided into any of the swimming pools. The facility has a mobile lift which is kept in the store room. Feedback from the facilities manager suggests that people are embarrassed to use it	Introduce ramped access into the main pool as a minimum.
	Hearing augmentation  Tactile Indicators  Wheelchair seating spaces in Class 9b assemble buildings	Accessible Car parking  Accessible carparking is required in accordance with AS2890.6. Signage & dimensions to comply as required.  REQUIREMENTS  Signage  Braille and tactile signage complying with Specification D3.6 and incorporating the international symbols as appropriate must identify each sanitary facility and all accessible entrances where an entrance is not accessible.  REQUIREMENTS  Hearing augmentation  Not required  REQUIREMENTS  Tactile Indicators  Tactile ground surface indicators must be provided to all stairways, ramps and where an accessway meets a vehicular way adjacent to any pedestrian entrance to a building.  REQUIREMENTS  Wheelchair seating spaces in Class 9b assemble buildings  REQUIREMENTS  Swimming pools  Not less than 1 means of accessible water entry/exit must be provided	Accessible Car parking  Accessible carparking is required in accordance with AS2890.6. Signage & dimensions to comply as required.  REQUIREMENTS  Signage  Braille and tactile signage complying with Specification D3.6 and incorporating the international symbols as appropriate must identify each sanitary facility and all accessible entrances where an entrance is not accessible.  REQUIREMENTS  OBSERVATIONS  No accessible signage is visible.  We accessible signage is visible.  We accessible signage is visible.  OBSERVATIONS  No accessible signage is visible.  Wo accessible signage is visible.

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		REQUIREMENTS	OBSERVATIONS	RECOMMENDATIONS
D3.11	Ramps	No ramps have a combined vertical rise of 3.6m and no landings overlap.	Not applicable.	
		REQUIREMENTS	OBSERVATIONS	RECOMMENDATIONS
D3.12	Glazing on an accessway	On an accessway, where there is no chair rail, handrail or transom, all frameless or fully glazed doors sidelights and any glazing capable of being mistaken for a doorway or opening, must be clearly marked in accordance with AS 1428.1.	No glazing decals have been installed on the fully glazed doors and side lights.	Install glazing decals in accordance with AS1428.1 to all fully glazed accessways and sidelights.
		REQUIREMENTS	OBSERVATIONS	RECOMMENDATIONS
F2.4	Facilities for people with disabilities	An accessible sanitary facility is provided and is located adjacent to all banks of toilets.	1 x accessible toilet that doubles up as a parent's room has been provided. The fittings are old and out-dated. Every bank of toilets is supposed to have an accessible toilet. The toilet is also supposed to be easily located. This one is around the side of the amenities block and thus does not comply with the DDA.	Reconfigure both male, female and staff amenities.
		The accessible toilet has sufficient dimensions to readily comply with AS1428.1-2009.	The existing toilet can readily comply with the dimensions set out by AS1428.1, however it does not comply with the location thereof.	Reconfigure both male, female and staff amenities.
		Both the male and female toilets are required to have an ambulant disabled toilet with dimensions complying with AS1428.1-2009.	No ambulant toilets have been provided.	Reconfigure both male, female and staff amenities.

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	POTENTIAL ISSUE	REQUIREMENTS	OBSERVATION	RECOMMENDATIONS
L	Sight lines to pool	Clear site lights between pools and across the facility.	All pools have clear sight lines from the manager's office which is slightly elevated above the forecourt.	
2	Trip hazards around pool	No trip hazards.	The main pool has a raised coping surround that creates a potential trip hazard.	Consider installing a wet deck surround.
3	Slip resistant floor surfaces	Floor surfaces should have a slip rating suitable for the intended use.	No slip resistant study was undertaken however it is assumed that the concrete paving achieves adequate slip resistant requirements.	Ensure adequate slip resistance levels are met with any aesthetical upgrade.
4	Amenity layout	- No dead space - Adequate Lighting - Dual exits - Security	The original amenities blocks have been slightly modified which has resulted in;  - Poor lighting to the women's cubicles.  - Dead space creating potential for harmful activity.  - Single exits	Reconfigure amenities block.
5	Access from parking to entry	Prevent vehicle & pedestrian conflict	There is more than enough parking provided at this facility. The layout however is inefficient and does not consider conflict between pedestrians and vehicles.	Reconfigure layout to create safe zones and access for pedestrians.
6	Kids play area	Secure children's play area with adequate visibility.	A kid's play area is provided and appears to be in good condition. The facility is not fenced off.	Fence off from the swimming pool to ensure that unattended children are safe.
7	Plant room location/access	Should be secured off and located away from public access for safety and visual amenity point of view.	The plant room is located away from the public and appears to be secure.	

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8	Chemical storage	This should be secured off and located away from public access	The chemical store is located away from the public and appears to be	
		from a safety and visual amenity point of view.	secure.	
9	Lighting	All spaces should be adequately lit.	<ul> <li>No review of the artificial lighting was undertaken, however all fittings appears to be old and outdated.</li> <li>The women's cubicles are poorly lit.</li> </ul>	Consider a review on all artificial lighting as newer fittings may prove to be more efficient and cost effective.
10	Shade	Health legislation requires that there are sufficiently shaded areas for bathers and swimmers.	Shade structures have been provided. The 'learn-to-swim pool' is partially covered. There is not enough shading for spectators.	<ul> <li>Consider shading the entire learn-to-swim pool.</li> <li>Consider providing more shading for spectators.</li> </ul>
11	Reception counter	The reception counter/ticket booth should be secure with clear sight lines to the entry.	The reception counter has not been ergonomically designed. The height of the benchtop is incorrect and visibility from the reception to the entrance is screened off at an awkward height. There is no secure area for received monies.	Reconfigure reception counter to provide good visibility, security and ergonomic setup.





#### Modernisation Concept

## $Merrylands\,Swimming\,Centre$



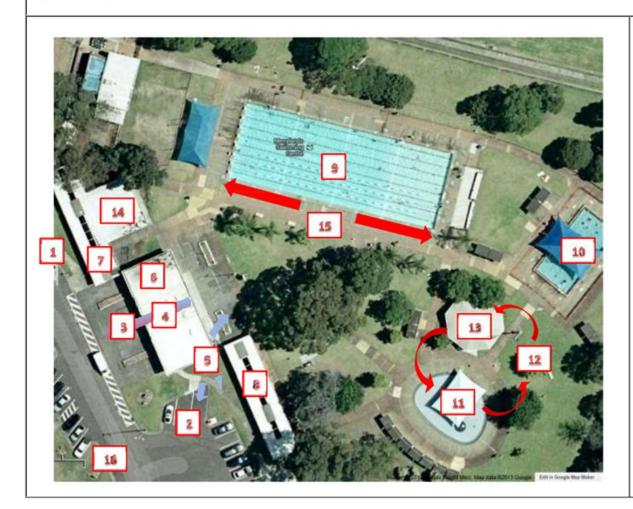
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#### MODERNISATION CONCEPT LAYOUT



- 1. Boundary access
- 2. Car parking
- 3. Main entrance
- 4. Reception & ticket collection
- 5. Kiosk/Café
- Managers office First Aid room Staff lunch room Staff toilets
- 7. Male amenities
- 8. Female amenities
- 9. Main pool
- 10. Training pool
- 11. Splash pool
- 12. Kids water activities
- 13. Kids play area
- 14. Club-house
- 15. Forecourt & walkways Landscaping Accessibility upgrades
- 16. Street View

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	ZONE	DETAILS OF UPGRADE	BUDGET ESTIMATE
1	Boundary access	Landscape from boundary allotment to make visually more appealing.     Resurface council footpath & signage	\$40,000
2	Car parking	Reconfigure layout for safe pedestrian/vehicle movement.     Reconfigure accessible parking and access into main entrance.	\$45,000
3	Main entrance	Remodel/design front entrance to be visually more appealing.  New wall cladding to main entrance and back of amenities blocks.  New shopfront glazing  New landscaping & street furniture  Resurface forecourt  New lighting  New roof  New signage	\$395,000
4	Reception & ticket collection	Redesign layout for new reception counter     New turnstiles     New floor finish     New ceiling     New internal wall finish     New lighting & security	\$60,000
5	Kiosk/Café	Reconfigure layout to include a street style café where the staff lunchroom is. This could be accessible from both inside the facility and from the public entrance. The café would serve as a draw card to the public who won't necessarily use the pool.	\$130,000
6	Managers office	Replan manager office to ensure accessibility     New floor finish	\$17,500

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	1		
		New wall finish	
		New ceiling	
		New lighting	
_	mi ( )	New fixed and loose joinery/storage cabinets	447.000
	First Aid room	New floor finish	\$17,000
		New ceiling	
		New wall finish	
		New lighting	
		New equipment & fittings	
	Staff lunch room	Replan staff lunch room with new finishes and	\$22,000
		kitchenette. Ensure it has easy access to the	
		front reception.	
		New loose furniture	
	Staff toilets	Reconfigure staff toilets for access compliance.	\$33,000
		New finishes and fixtures.	
7	Male amenities	Reconfigure layouts to include for an accessible	\$170,500
		toilet and shower, ambulant toilets, steam	
		room, no dead space, separate showers & 2	
		exits.	
		New floor finish	
		New wall finish	
		New roof	
		New ceiling	
		New lighting	
		New fixtures & fittings	
		New toilet partitions	
		New external cladding & signage	
8	Female amenities	Reconfigure layouts to include for an accessible	\$170,500
		toilet and shower, ambulant toilets, steam	
		room, no dead space & 2 exits.	
		New floor finish	
		New wall finish	

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9	Main pool	New roof     New ceiling     New lighting     New fixtures & fittings     New toilet partitions     New external cladding & signage      Wet deck     Disable access ramp into the pool	\$45,000
10	Training pool	Permanent access chair lift     Shade the entire pool	\$55,000
11	Splash pool	Refinish surface	\$20,000
12	Kids water activities	Install new kid's fountains and water activity park with musical fountains etc.	\$80,000
13	Kids play area	Fence off kid's play area	\$6,000
14	Club-house	New roof     New door frames, doors etc. Replace all timber that is damaged from termites.     Raise the roof and ceiling     New floor finish     New lighting     Paint walls externally & internally     New fixed joinery and loose furniture	\$170,000
15	Forecourt & walkways	Reconfigure walkways & consider landscaped approach.     Upgrade shading and provide new shading to spectator areas.	\$100,000
	Landscaping	New landscaping with long term maintenance regime.	\$75,000
	Accessibility upgrades	Ensure compliance of gradients & slip ratings to forecourt finished surfaces.     Upgrades on all stairs with handrails, nosings & tactiles.	\$45,000

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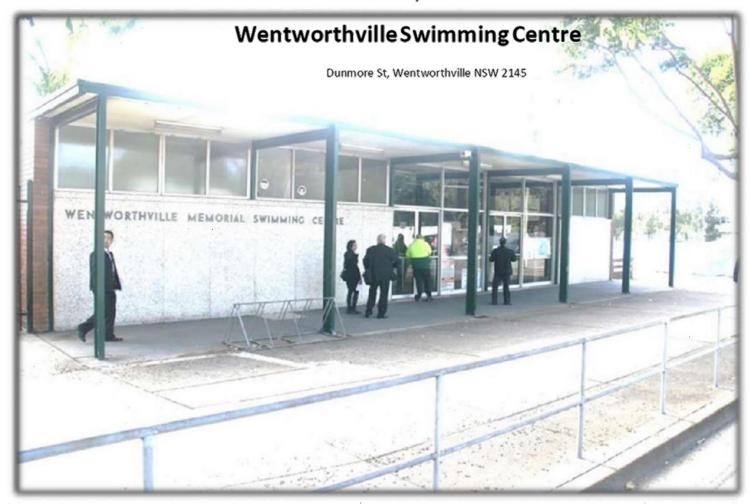
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16	Street View	<ul> <li>Remodel front façade and entrance with new materials, colours and signage to be visually more modern and appealing.</li> </ul>			Included above
	TOTAL ESTIMATE (excl GST)				\$1,696,500
	Excludes contingencies, professional fees and authority approvals etc				





#### Survey 2:



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PART	BCA STANDARD	REQUIREMENTS	OBSERVATIONS	RECOMMENDATIONS
D3.1	General Building Access Requirements	The building is capable of being accessible via ramped accessways. Access is provided to and within all parts of the building via ramps and level access.	The manager's office and club-house are not accessible as they are at different levels.	Reconfigure layout to accommodate accessible entry. Alternatively; a raised office may be necessary due to a better surveillance across the pools. Introduce a new accessible ramp to the club-house.
			There are numerous steps in the external paving which do not meet the requirements of the BCA thus making the vast majority of the external area inaccessible. AS1428.1 allows for a maximum 5mm difference in level between pavers. This is not achieved in a number of areas.	Re-surface are existing paved areas.
		REQUIREMENTS	OBSERVATIONS	RECOMMENDATIONS
D3.2	Access to buildings	Access for people with a disability is required to be provided at the main points of pedestrian entry at the allotment boundary, and from the accessible carparking space on the allotment.	An accessible walkway from the allotment boundary and accessible car parking space is available.	
		Accessways are provided to not less than 50% of all pedestrian entrances.	At least 50% of the entrances into the main facility are accessible.	
		All doorways are required to have door clearances of 850mm.	Not compliant. The average clear opening is approximately 760mm.  Does not comply with the minimum requirement of 850mm clear	Replace doors and adjust layouts to accommodate leading edge where required.

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		REQUIREMENTS	OBSERVATIONS	RECOMMENDATIONS
		with AS1428.1-2009.	appear to be adequate.  The stairs into the manager's office & club house do not comply in setout, handrails or tactile indicators.  Further, neither of these spaces is accessible.  Rooms that are inaccessible are;  - Managers office  - Switch room  - Staff lunch room  - First aid room  - Club house  - Club-house toilets  - Reception  - Kiosk	Reconfigure stairs & install new handrails, tactile indicators & contrasting stair nosing. Consider installation of ramps to make the rooms accessible.  Reconfigure layout plan to ensure accessible compliance. Most of this will be accommodate by changing the size of the doors.
D3.3	Parts of buildings to be accessible	Internal & external ramps and stairways are required to comply	OBSERVATIONS  The external gradients of the walkways within the swimming area	RECOMMENDATIONS
		Width of egress to be minimum 1000mm wide. Accessible doors to have a 530mm leading edge.	opening under the DDA. All doors are also required to have a 530mm leading edge. This has not been provided at all doors.  The width of the corridor into the first aid room and lunch room is sufficient however it does not allow for the required 530mm leading edge at the doors. The space is badly configured and does not comply with the space requirements of the BCA or allow for adequate manoeuvrability.	Reconfigure back-of-house to allow for accessible entry.

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		areas where access would be inappropriate due to WHS reasons such as storerooms and tool rooms only.		
		REQUIREMENTS	OBSERVATIONS	RECOMMENDATIONS
D3.5	Accessible Car parking	Accessible carparking is required in accordance with AS2890.6. Signage & dimensions to comply as required.	Disabled parking is provided however the set-out is not compliant.	New disabled parking in accordance with AS1428.1
		REQUIREMENTS	OBSERVATIONS	RECOMMENDATIONS
D3.6	Signage	Braille and tactile signage complying with Specification D3.6 and incorporating the international symbols as appropriate must identify each sanitary facility and all accessible entrances where an entrance is not accessible.	No accessible signage is visible.	Install required statutory signage.
		REQUIREMENTS	OBSERVATIONS	RECOMMENDATIONS
D3.7	Hearing augmentation	Not required		
		REQUIREMENTS	OBSERVATIONS	RECOMMENDATIONS
D3.8	Tactile Indicators	Tactile ground surface indicators must be provided to all stairways, ramps and where an accessway meets a vehicular way adjacent to any pedestrian entrance to a building.	No tactile indicators have been installed.	Install tactile indicators to required areas.
		REQUIREMENTS	OBSERVATIONS	RECOMMENDATIONS
D3.9	Wheelchair seating spaces in Class 9b assemble buildings	Not required		
		REQUIREMENTS	OBSERVATIONS	RECOMMENDATIONS
D3.10	Swimming pools	Not less than 1 means of accessible water entry/exit must be provided for each swimming pool.	No ramped access provided into any of the swimming pools. The facility has a mobile lift which is kept in the	Introduce ramped access into the main pool as a minimum.

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		REQUIREMENTS	store room. Feedback from the facilities manager is that disabled people are embarrassed to use it.  OBSERVATIONS	RECOMMENDATIONS
D3.11	Ramps	No ramps have a combined vertical rise of 3.6m and no landings overlap.	Not applicable.	
		REQUIREMENTS	OBSERVATIONS	RECOMMENDATIONS
D3.12	Glazing on an accessway	On an accessway, where there is no chair rail, handrail or transom, all frameless or fully glazed doors sidelights and any glazing capable of being mistaken for a doorway or opening, must be clearly marked in accordance with AS 1428.1.	No glazing decals have been installed on the fully glazed doors and side lights.	Install glazing decals in accordance with AS1428.1 to all fully glazed accessways and sidelights.
		REQUIREMENTS	OBSERVATIONS	RECOMMENDATIONS
F2.4	Facilities for people with disabilities	An accessible sanitary facility is provided and is located adjacent to all banks of toilets.	1 x accessible toilet that doubles up as a parent's room has been provided. The fittings are old and out-dated. Every bank of toilets is supposed to have an accessible toilet. This toilet is around the side of the amenities block and thus does not comply with the DDA.	Reconfigure both male, female and staff amenities.
		The accessible toilet has sufficient dimensions to readily comply with AS1428.1-2009.	The existing toilet can readily comply with the dimensions set out by AS1428.1, however it does not comply with the location thereof.	Reconfigure both male, female and staff amenities.
		Both the male and female toilets are required to have an ambulant disabled toilet with dimensions complying with AS1428.1-2009.	No ambulant toilets have been provided.  The toilets in the club-house are also required to be accessible.	Reconfigure both male, female and staff amenities.  Reconfigure staff toilets and clubhouse to accommodate.

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	POTENTIAL ISSUE	REQUIREMENTS	OBSERVATION	RECOMMENDATIONS
1	Sight lines to pool	Clear site lights between pools and across the facility.	All pools have clear sight lines from the manager's office which is slightly elevated above the forecourt.	The comment of the control of the co
2	Trip hazards around pool	No trip hazards.	The main pool has a wet deck surround which reduces chances of tripping.	
3	Slip resistant floor surfaces	Floor surfaces should have a slip rating suitable for the intended use.	No slip resistant study was undertaken however it is assumed that the concrete paving achieves adequate slip resistant requirements.	Ensure adequate slip resistance levels are met with any aesthetical upgrade.
4	Amenity layout	- No dead space - Adequate Lighting - Dual exits - Security	The original amenities blocks have been slightly modified which has resulted in;  - Poor lighting to the women's cubicles.  - Dead space creating potential for harmful activity.  - Single exits	Reconfigure amenities block.
5	Access from parking to entry	Prevent vehicle & pedestrian conflict	There is more than enough parking provided at this facility however the main entry does not feed off the main parking. Outside the main entry is a bus stop which encourages customers to use public transport.	
6	Kids play area	Secure children's play area with adequate visibility.	A kid's play area is provided and appears to be in good condition. The facility is fenced off.	
7	Plant room location/access	This should be secured off and located away from public access	The plant room is located away from the public and appears to be secure.	Consider visually screening off all plant equipment and store.

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		from a safety and visual amenity point of view.	It is adjacent to the club room.	
8	Chemical storage	This should be secured off and located away from public access from a safety and visual amenity	The chemical store is located away from the public and appears to be secure.	Consider visually screening off all chemical and waste store.
9	Lighting	point of view.  All spaces should be adequately lit.	No review of the artificial lighting was undertaken, however all fittings appears to be old and outdated.     The women's cubicles are poorly lit.	Consider a review on all artificial lighting as newer fittings may prove to be more efficient and cost effective.
10	Shade	Health legislation requires that there are sufficiently shaded areas for bathers and swimmers.	Shade structures have been provided. The 'learn-to-swim pool' is partially covered.	Consider shading the entire learn-to- swim pool.
11	Reception counter	The reception counter/ticket booth should be secure with clear sight lines to the entry.	The reception counter has not been ergonomically designed. The height of the benchtop is incorrect and visibility from the reception to the entrance is screened off at an awkward height. There is no secure area for received monies.	Reconfigure reception counter to provide good visibility, security and ergonomic setup.







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#### MODERNISATION CONCEPT LAYOUT



- 1. Boundary access
- 2. Car parking
- 3. Main entrance
- 4. Reception & ticket collection
- 5. Kiosk/Café
- Managers office First Aid room Staff lunch room Staff toilets
- 7. Male amenities
- 8. Female amenities
- 9. Main pool
- 10. Training pool
- 11. Splash pool
- 12. Kids water activities
- 13. Kids play area
- 14. Club-house
- 15. Forecourt & walkways Landscaping Accessibility upgrades
- 16. Street View

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	ZONE	DETAILS OF UPGRADE	BUDGET ESTIMATE
1	Boundary access	Landscape from boundary allotment to make visually more appealing.     Resurface council footpath & signage	\$25,000
2	Car parking	Reconfigure accessible parking and access into main entrance.	\$10,000
3	Main entrance	Remodel/design front entrance to be visually more appealing.     New wall cladding to main entrance and back of amenities blocks.     New shopfront glazing     New landscaping & street furniture     Resurface forecourt     New lighting     New signage	\$295,000
4	Reception & ticket collection	Redesign layout for new reception counter     New turnstiles     New floor finish     New ceiling     New internal wall finish     New lighting & security	\$45,000
5	Kiosk/Café	<ul> <li>Reconfigure layout to include a street style café. This could be accessible from both inside the facility and from the public entrance. The café would serve as a draw card to the public who won't necessarily use the pool. It would be visible from the bus stop.</li> </ul>	\$110,000
6	Managers office	Replan manager office to ensure accessibility     New floor finish     New wall finish     New ceiling     New lighting	\$17,500

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		New fixed and loose ininery/storage cohinets	
	First Aid room  Staff lunch room	New fixed and loose joinery/storage cabinets     Reconfigure plan layout     New floor finish     New ceiling     New wall finish     New lighting     New equipment & fittings      Replan staff lunch room with new finishes and kitchenette. Ensure it has easy access to the	\$17,000
	Staff toilets	front reception.  • New loose furniture	622.000
	Starr tollets	Reconfigure staff toilets for access compliance.     New finishes and fixtures.	\$33,000
7	Male amenities	Reconfigure layouts to include for an accessible toilet and shower, ambulant toilets, steam room, no dead space, separate showers & 2 exits.     New floor finish     New wall finish     New ceiling     New lighting     New fixtures & fittings     New toilet partitions     New external cladding & signage	\$95,000
8	Female amenities	Reconfigure layouts to include for an accessible toilet and shower, ambulant toilets, steam room, no dead space & 2 exits.     New floor & wall finishes     New ceiling & lighting     New fixtures & fittings     New toilet partitions     New external cladding & signage	\$95,000

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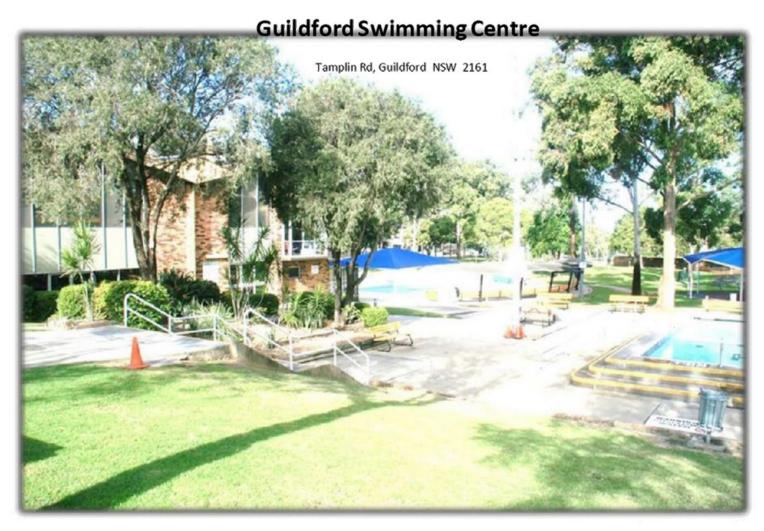
9	Main pool	Disable access ramp into the pool	\$45,000
10	Training pool	Permanent access chair lift     Shade the entire pool	\$55,000
11	Splash pool	Refinish surface	\$20,000
12	Kids water activities	Install new kid's fountains and water activity park with musical fountains etc. Convert concrete umbrellas into water fountains as part of the kid's water activity area.	\$80,000
13	Kids play area	General maintenance & upgrade.	\$4,000
14	Club-house	New accessible ramp     Rework stairs to achieve compliance     Remove any fibro and replace with suitable finish.     New floor finish     New ceilings & lighting     Paint internally & externally     Reconfigure toilets to ensure accessibility     New fixed joinery and loose furniture	\$195,000
15	Forecourt & walkways	Reconfigure walkways & consider landscaped approach.	\$100,000
	Landscaping	New landscaping with long term maintenance regime.	\$50,000
	Accessibility upgrades	Ensure compliance of gradients & slip ratings to forecourt finished surfaces.     Upgrades on all stairs with handrails, nosing etc	\$30,000
16	Street View	Remodel front façade and entrance with new materials, colours and signage to be visually more modern and appealing.	
	TOTAL ESTIMATE (excl GST)		\$1,343,500
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## Survey 3:



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PART	BCA STANDARD	REQUIREMENTS	OBSERVATIONS	RECOMMENDATIONS
D3.1	General Building Access Requirements	The building is capable of being accessible via ramped accessways. Access is provided to and within all parts of the building via ramps and level access.	The entire facility except for the main entrance and kiosk is strictly not accessible.	Reconfiguration and design to accommodate either an internal ramp or lift access to the lower level.
		REQUIREMENTS	OBSERVATIONS	RECOMMENDATIONS
D3.2	Access to buildings	Access for people with a disability is required to be provided at the main points of pedestrian entry at the allotment boundary, and from the accessible carparking space on the allotment.	An accessible walkway from the allotment boundary and accessible car parking space is available.	
		Accessways are provided to not less than 50% of all pedestrian entrances.	Disabled access is provided into the main entrance but is not provided to the remaining 4 entrances.	Reconfigure layout to allow for accessible entry to 50% of the entrances.
		All doorways are required to have door clearances of 850mm.	Not compliant. The average clear opening is approximately 800mm. Does not comply with the minimum requirement of 850mm clear opening under the DDA. All doors are also required to have a 530mm leading edge. This has not been provided at all doors.	Replace all doors with the correct size and accommodate leading edge where required.
		Width of egress to be minimum 1000mm wide. Accessible doors to have a 530mm leading edge.	The width of the corridors is sufficient however it does not allow for the required 530mm leading edge at all of the doors.	Reconfigure layout to accommodate leading edge required to accessible rooms.

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		REQUIREMENTS	OBSERVATIONS	RECOMMENDATIONS
D3.3	Parts of buildings to be accessible	Internal & external ramps and stairways are required to comply with AS1428.1-2009.	The stairs leading down to the main pool do not comply in set-out, handrails or tactile indicators.	Reconfigure stairs & install new handrails, tactile indicators & contrasting stair nosing.
			The external gradient of the walkway leading from the entrance to the outside swimming pool and kid's area is greater than 1:14.	Reconfigure external walkways and ramps to comply with the BCA and DDA so that adequate disabled access is provided throughout the facility.
			There are numerous steps/gaps in the external paving which do not meet the requirements of the BCA thus making the vast majority of the external area inaccessible. AS1428.1 allows for a maximum 5mm difference in level between pavers. This is not achieved in a number of areas.	Re-surface are existing paved areas.
		REQUIREMENTS	OBSERVATIONS	RECOMMENDATIONS
D3.4	Exemptions	Exemptions would only apply to areas where access would be inappropriate due to WHS reasons such as storerooms and tool rooms only.		
		REQUIREMENTS	OBSERVATIONS	RECOMMENDATIONS
D3.5	Accessible Car parking	Accessible carparking is required in accordance with AS2890.6. Signage & dimensions to comply as required.	Disabled parking is provided however the set-out is not compliant. The cross-fall is greater than 1:40 and the arrangement is out dated.	New disabled parking in accordance with AS1428.1
		REQUIREMENTS	OBSERVATIONS	RECOMMENDATIONS
D3.6	Signage	Braille and tactile signage complying with Specification D3.6 and	No accessible signage is visible.	Install required statutory signage.

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		incorporating the international symbols as appropriate must identify each sanitary facility and all accessible entrances where an entrance is not accessible.  REQUIREMENTS	OBSERVATIONS	RECOMMENDATIONS
D3.7	Hearing augmentation		OBSERVATIONS	RECOMMENDATIONS
U3./	Hearing augmentation	Not required REQUIREMENTS	OBSERVATIONS	RECOMMENDATIONS
D3.8	Tactile Indicators	Tactile ground surface indicators must be provided to all stairways, ramps and where an accessway meets a vehicular way adjacent to any pedestrian entrance to a building.	No tactile indicators have been installed.	Install tactile indicators to required areas.
		REQUIREMENTS	OBSERVATIONS	RECOMMENDATIONS
D3.9	Wheelchair seating spaces in Class 9b assemble buildings	Not required		
		REQUIREMENTS	OBSERVATIONS	RECOMMENDATIONS
D3.10	Swimming pools	Not less than 1 means of accessible water entry/exit must be provided for each swimming pool.	No ramped access provided into any of the swimming pools. The facility has a chair lift which is located at the southern end of the main indoor pool. Feedback from the facilities manager is that disabled people are embarrassed to use it suggesting non-compliance with the DDA.	Introduce ramped access into the main pool as a minimum.
		REQUIREMENTS	OBSERVATIONS	RECOMMENDATIONS
D3.11	Ramps	No ramps have a combined vertical rise of 3.6m and no landings overlap.	Not applicable.	
		REQUIREMENTS	OBSERVATIONS	RECOMMENDATIONS
D3.12	Glazing on an accessway	On an accessway, where there is no chair rail, handrail or transom, all	All full height glazing has a mid-way transom installed. The risk of	

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		frameless or fully glazed doors sidelights and any glazing capable of being mistaken for a doorway or opening, must be clearly marked in accordance with AS 1428.1.	mistaking this for an opening is low.	
		REQUIREMENTS	OBSERVATIONS	RECOMMENDATIONS
F2.4	Facilities for people with disabilities	An accessible sanitary facility is provided and is located adjacent to all banks of toilets.	1 x accessible toilet that doubles up as a parent's room has been provided. The fittings are old and out-dated. Every bank of toilets is supposed to have an accessible toilet. This toilet is located next to the male amenities only and thus does not comply with the DDA.	Reconfigure the amenities block to include a fully compliant disabled toilet and shower in both the male and female WC's. Also provided a separate parents room. Consider relocating the change rooms to the lower ground floor, on the same level as the swimming pool to prevent customers having to walk 'wet' past the front entrance and reception.
		The accessible toilet has sufficient dimensions to readily comply with AS1428.1-2009.	The existing toilet can readily comply with the dimensions set out by AS1428.1, however it does not comply with the location thereof.	Reconfigure both male, female and staff amenities.
		Both the male and female toilets are required to have an ambulant disabled toilet with dimensions complying with AS1428.1-2009.	No ambulant toilets have been provided.	Reconfigure both male, female and staff amenities.





SAFET	Y IN DESIGN ASSESSMENT			
	POTENTIAL ISSUE	REQUIREMENTS	OBSERVATION	RECOMMENDATIONS
1	Sight lines to pool	Clear site lights between pools and across the facility.	The facility has very poor sight lines from the public and admin areas to the swimming pools. All the components are disjointed suggesting a need for more staff to monitor each area. Learn-to-swim staff have no visibility over the pool.	Reconfigure.
2	Trip hazards around pool	No trip hazards.	The main pool has a raised coping surround.	Consider installing a wet deck when adding a ramped entry.
3	Slip resistant floor surfaces	Floor surfaces should have a slip rating suitable for the intended use.	No slip resistant study was undertaken however it is assumed that the concrete paving achieves adequate slip resistant requirements.	Ensure adequate slip resistance levels are met with any aesthetical upgrade.
4	Amenity layout	<ul> <li>No dead space</li> <li>Adequate Lighting</li> <li>Dual exits</li> <li>Security</li> </ul>	Only the male amenities were inspected. The facilities within appear adequate although a second exit would be desirable. The amenities are located on the ground floor whereas the pool is located on the lower ground floor. This means that customers have to walk up a level past the main entrance and kiosk to get to and from the pool. This results in the entire front section being wet from people walking back and forth.	Reconfigure amenities block. Consider relocating the changeroom facilities to the lower ground floor.
5	Access from parking to entry	Prevent vehicle & pedestrian conflict	There is more than enough parking provided at this facility. Outside the main entry is a bus stop which encourages customers to use public	

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			transport. A safe pedestrian walkway is provided to prevent pedestrian/vehicle conflict.	
6	Kids play area	Secure children's play area with adequate visibility.	A kid's play area is provided and appears to be in good condition. The facility is not fenced off.	Fence off kid's play area.
7	Plant room location/access	This should be secured off and located away from public access from a safety and visual amenity point of view.	The plant room is located at the southern end of the main pool. It is adjacent to the kids shallow pool and play area.	Consider visually screening off all plant equipment and store.
8	Chemical storage	This should be secured off and located away from public access from a safety and visual amenity point of view.	The chemical store is located away from the public and appears to be secure.	
9	Lighting	All spaces should be adequately lit.	All lighting appears to be in working order.	Consider a review on all artificial lighting as newer fittings may prove to be more efficient and cost effective.
10	Shade	Health legislation requires that there are sufficiently shaded areas for bathers and swimmers.	Shade structures have been provided.	
11	Reception counter	The reception counter/ticket booth should be secure with clear sight lines to the entry.	The reception counter and kiosk appear adequate and functional.	
12	Indoor pool	Amenity	Reports from the staff were that the indoor pool is poorly ventilated during summer and can be unbearable.	Consider reviewing the mechanical ventilation or introducing natural cross ventilation in summer months.

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## Modernisation Concept



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#### MODERNISATION CONCEPT LAYOUT



- 1. Boundary access
- 2. Car parking
- 3. Main entrance
- 4. Reception & ticket collection
- 5. Kiosk/Café/Learn to swim
- Managers office First Aid room Staff lunch room Staff toilets
- 7. Male amenities
- 8. Female amenities
- 9. Main pool
- 10. Training pool
- 11. Splash pool
- 12. Kids water activities
- 13. Kids play area
- 14. Forecourt & walkways Landscaping Accessibility upgrades
- 15. Street View

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	ZONE	DETAILS OF UPGRADE	BUDGET ESTIMATE
1	Boundary access	Landscape from boundary allotment to make visually more appealing.     Resurface council footpath & signage	\$25,000
2	Car parking	Reconfigure accessible parking and access into main entrance.	\$10,000
3	Main entrance	Remodel/design front entrance to be visually more appealing.     New wall cladding to main entrance     New shopfront glazing     New landscaping & street furniture     Resurface forecourt     New lighting     New signage	\$150,000
4	Reception & ticket collection	Refinish ticket collection booth and turnstiles	\$15,000
5	Kiosk/Café/Learn-to-swim	Redesign café/kiosk to overlook the swimming pool in place of the male amenities. Include space for Learn-to-swim office.	\$160,000
6	Managers office	Redesign back of house configuration     Refinish all surfaces     New ceiling     New lighting     New loose & fixed furniture	\$17,500
	First Aid room	Redesign back of house configuration     Refinish all surfaces     New ceiling     New lighting     New fittings & equipment	\$22,000
	Staff lunch room	Redesign back of house configuration     Refinish all surfaces     New ceiling     New lighting	\$17,000

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		New furnishings & kitchenette	
	Staff toilets	Ensure staff toilets have ambulant facilities     Refinish with new fittings & equipment	\$33,000
7	Male amenities	<ul> <li>Relocate male amenities to lower ground adjacent to swimming pool</li> <li>Include steam room, lockers ambulant &amp; disabled facilities</li> </ul>	\$330,000
8	Female amenities	Relocate male amenities to lower ground adjacent to swimming pool     Include steam room, lockers ambulant & disabled facilities	\$330,000
9	Main pool	Include new accessible ramp Option for a new lift Consider wet deck Open up for natural ventilation in summer Connect with disabled ramp from upper ground floor & viewing deck.	\$620,000
10	Training pool	Refer to structural report.	
11	Splash pool	Refinish surfaces & surrounds	\$20,000
12	Kids water activities	<ul> <li>Install new kid's fountains and water activity park with musical fountains etc.</li> </ul>	\$80,000
13	Kids play area	Fence off kid's play area     General maintenance & upgrade	\$6,000
14	Club-house	Knock down & rebuild	\$225,000
15	Forecourt & walkways	Reconfigure walkways & consider landscaped approach.	\$100,000
	Landscaping	New landscaping with long term maintenance regime.	\$50,000
	Accessibility upgrades	Ensure compliance of gradients & slip ratings to forecourt finished surfaces.     New ramp to lower ground floor     Upgrades on all stairs with handrails, nosings &	\$45,000

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		tactiles.								
16	Street View	<ul> <li>Re-model front façade and entrance with new</li> </ul>			Included above					
		materials, colours and signage to be visually								
		more modern and appealing.								
		more modern and appearing.								
	TOTAL ESTIMATE (excl GST)				\$2,255,500					
	Excludes contingencies, professional fees and authority approvals etc									





## Final Cost Estimate Summary

## Total cost estimates for upgrading the Architectural elements:

Total (incl. fees & contingency)	\$6,455,215
Contingency (15%)	\$841,985
Total (incl. fees)	\$5,613,230
Architectural fees (6%)	\$317,730
Sub-total	\$5,295,500
Guildford Swim Centre	\$2,255,500
Wentworthville Swim Centre	\$1,343,500
Merrylands Swim Centre	\$1,696,500

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## APPENDIX 3

WSP Group

Report

## **Holroyd Aquatic Facilities**

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## HOLROYD AQUATIC FACILITIES AUDIT

8/07/2013







# **Quality Management**

Issue/revision	Issue 1	Revision 1	Revision 2	Revision 3
Remarks	For Issue	For Issue	Final Issue	
Date	01/07/2013	02/7/2013	8/7/2013	
Prepared by	Rochelle Fernandes	Rochelle Fernandes		
Signature				
Checked by	Tim Parker			
Signature				
Authorised by	Tim Parker			
Signature				
Project number	ENS1302300	ENS1302300	ENS1302300	ENS1302300
Report number				
File reference				





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Energy Efficiency Opportunities
Appendix 118
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Figure 1: Merrylands Swimming Centre





## Introduction

Holroyd City Council (HCC) has resolved that the three swim centres are to be modernised and improved to meet the current needs of the community. The three swim centres within Holroyd are:

Merrylands Operates for six month every year. It contains a 50m, 20m and 15m baby out-

door pool

Wentworthville Operates for six month every year. It contains a 50m, 20m and 15m baby out-

door poo

Guildford Operates throughout the year. It contains a 15m baby pool, a 25m indoor and a

25m outdoor pool.

The three swim centres have aged significantly and, although are functioning reasonably, they fail to provide exciting facilities that attract the public and require renovation as they are displaying signs of ageing and failure.

WSP has been engaged to review the mechanical services associated with the air conditioning and ventilation and the pool heating systems. The project scope of works will entail but not limited to:

Meet future compliance requirements - assess and identify filtration, disinfection and other systems that are non-compliant.

Reduce energy costs - utilise proven energy technologies in design to ensure minimal energy consumption for heating and filtration.





## Background

## **Merrylands Swimming Centre**

Merrylands Swimming Centre is located on Burnett Street. It contains a 15m baby pool, a 50m outdoor and a 25m outdoor pool which operate for six months of the year from October to March. The facility has four main buildings

Administration building Men's change room building Female change room building Club house/ plant room

Merryland Swimming Centre is open from 6am-7pm Monday to Saturdays and 7am-6pm Sundays. The swimming centre has one gas utility meter and one electricity utility meter.



Figure 1: Merrylands Swimming Centre

## Wentworthville Swimming Centre

Wentworthville Swimming Centre is located on Dunmore Street. It contains a 15m baby pool, a 50m outdoor and a 25m outdoor pool which operate for six months of the year from October to March. The facility has four main buildings

Administration building Men's change room building Female change room building Club house/ plant room

Wentworthville Swimming Centre is open from 6am-7pm Monday to Saturdays and 7am-6pm Sundays. The swimming centre has one gas utility meter and one electricity utility meter.







Figure 2: Wentworthville Swimming Centre

## **Guildford Swimming Centre**

Guildford Swimming Centre is located on Tamplin Road. It contains a 15m baby pool, a 25m indoor and a 25m outdoor pool which operate, throughout the year. The facility has one main building which contains

An administration area Men's change rooms Female change rooms A club house

Guildford Swimming Centre is open from 6am-8pm Monday to Fridays, Saturdays 6am to 5.30pm and 7.30am-3.30pm Sundays. The swimming centre has one gas utility meter and one electricity utility meter.



Figure 3: Guildford Swimming Centre

This report is based on a site visit undertaken on Thursday 7<sup>th</sup> June 2013, discussions with Swim centre Team Leader Tony Micallef and gas utility bills from July 2012 to March 2013. The May 2013 electricity bills were provide for all three pools.





Mechanical Services Description

#### Merrylands & Wentworthville Swimming Centres

The mechanical systems generally remain as per the original installation, which is 9 years old. The plant seems to be in poor condition for its age.

Economic life expectancies have been taken from the AIRAH Guide to ownership, operation and maintenance of building services.

#### **Guildford Swimming Centre**

Some of mechanical systems have been recently upgraded or replaced. The plant which is part of the original installation seems to be in poor condition for its age (15 years).

Economic life expectancies have been taken from the AIRAH Guide to ownership, operation and maintenance of building services.

## Space Heating Systems

#### Merrylands & Wentworthville Swimming Centres

Both Merrylands and Wentworthville are outdoor swimming pool facilities and as such they do not have an air conditioning system that serves the pool areas.

#### **Guildford Swimming Centre**

Guildford has one indoor heating pool, which operates throughout the year. The pool hall is heating using a central air handling unit fitted with a hot water heating coil. The hot water heating coils is fed by a gas hot water unit, located in a plant enclosure external to the building. The hot water unit is a Baxi HT series condensing hot water unit which was installed in 2012.

The hot water pipe work running external to the building has been externally insulated but not protected. A metal sheathing should be used to protect the insulation from weather and physical damage.







Figure 4 Guildford Swimming Centre Hot Water Units

The air handling unit is part of the original installation and is showing signs of wear. We would recommend that this unit be replaced. The new units available today are more energy efficient as they are compliant with the minimum energy performances described in the BCA.

The ductwork within the pool hall seems to be in reasonable condition for its age.

## Pool Heating Systems

## Merrylands Swimming Centre

The water pool is heated by two Raypak gas driven hot water units which are 9 years old. We understand that pool management are having problems with the hot water units maintaining pool water temperatures (i.e. actual pool temperatures are lower than desired). The hot water unit high wind top hooded flues are showing signs of corrosion. The flues are not compliant as they discharge lower than 3metres above the ground.

The pools are fitted with pool blankets. They are generally used after hours.

During the six months that the pool is closed the hot water units are turned off. The boilers work in duty standby mode during low load periods and together during high load periods. A constant flow pump circulated water through the through the heating system. The hot water unit circuit is directly connected to the pool water system (i.e. there is no heat exchanger).

## Wentworthville Swimming Centre

The water pool is heated by three Raypak gas driven hot water units which are 9 years old. Similar to the Merrylands centre, we understand that pool management are having problems with the hot water units maintaining pool water temperatures (i.e. actual pool temperatures are lower than desired). The flues are not compliant as they discharge lower than 3metres above the ground.

The units have been installed with a high wind top hooded flue. We noted the heating water circuit is connected before the sand filters and hence heat is wasted as the heated water travels through the open sand filters.



The pools are fitted with pool blankets. They are generally used after hours. We recommend that the blankets be used during afterhours periods when the pool is not used, to reduce heat loss to the atmosphere from the pool.

Like Merrylands Swim Centre, during the six months that the pool is closed the hot water units are turned off. The boilers work in duty standby mode during low load periods and together during high load periods. A constant flow pump circulated water through the through the heating system. The hot water unit circuit is directly connected to the pool water system (i.e. there is no heat exchanger).



Figure 5 Merryland Swimming Centre Hot Water Units



Figure 6 Wentworthville Swimming Centre Hot Water Units





## **Guildford Swimming Centre**

The water pool is heated be five 250MJ Rinnai instantaneous gas hot water heaters which were installed in 2012.



Figure 7 Guildford Swimming Centre Hot Water Unit

The hot water pipe work running external to the building has been externally insulated but not protected. A metal sheathing should be used to protect the insulation from weather and physical damage.

We understand that there are plans to install solar absorbers to this facility.

The hot water unit circuit is directly connected to plate heat exchangers. The heat exchangers transfer heat to the pools. The heat exchangers are part of the original installation and are in poor condition. We recommend that these heat exchangers be replaced to improve the heat exchange efficiently.







#### Figure 8 GuildforSwimming Centre Heat Exchangers

Constant flow pumps circulated water through the through the heat exchangers to the pools. We recommend that the pool pumps are fitted with a variable speed drive, so that during afterhour's periods the pumps can be stopped or slowed down to reduce the energy consumption.

The pools are fitted with pool blankets. They are generally used after hours. We recommend that the blankets be used during afterhours periods when the pool is not used, to reduce heat loss to the atmosphere from the pool.

## Pool Circulation Systems

## Merrylands Swimming Centre

A common circulation pump circulates the pool water to all three pools. The pumps are over 20 years old and are reaching the end of their economic life. They are showing signs of wear and tear and are in poor condition. Whilst not required to be upgrade, current codes require that high risk pools such as the baby pool are fitted with a dedicated circulation and treatment system. By installing a dedicated water circulation, treatment and heat system for each pool, the plant can operate to maintain the conditions of the pool, resulting in less energy being wasted.

We recommend that the pipework be tested non-destructively to verify its condition. In addition a heat exchanger should be fitted to the hot water circuit to prevent damage to the hot water units.

In addition, the constant pool water circulation is inefficient. And as a result we recommend that the pool pumps are fitted with a variable speed drive, so that during afterhours periods the pumps can be slowed down to reduce the energy consumption. A turbidity sensor can be installed to control the speed of the pumps.

#### Wentworthville Swimming Centre

A common circulation pump circulates the pool water to all three pools. The pumps are over 20 years old and are reaching the end of their economic life. They are showing signs of wear and tear and are in poor condition. Whilst not required to be upgrade, current codes require that high risk pools such as the baby pool are fitted with a dedicated circulation and treatment system. By installing a dedicated water circulation, treatment and heat system for each pool, the plant can operate to maintain the conditions of the pool, resulting in less energy being wasted.

The strainer serving the pool pump was open and showing signs of corrosion. We recommend that the pipework be tested non-destructively to verify its condition. In addition a heat exchanger should be fitted to the hot water circuit to prevent damage to the hot water units.

In addition, the constant pool water circulation is inefficient. And as a result we recommend that the pool pumps are fitted with a variable speed drive, so that during afterhours periods the pumps can be slowed down to reduce the energy consumption. A turbidity sensor can be installed to control the speed of the pumps.

## Lighting Systems

The predominant light fitting throughout the three swim centres is surface mounted double and single T8 lamps. These lamps are out dated lighting technology. The lights are controlled manually.

The external lights are metal halide lamps spot and flood lights. The external lights are controlled by daylight sensors.



## Domestic Hot Water Heating System

## **Merrylands Swimming Centre**

The female change room has a 400 litre electric hot water storage tank. And the male change room has a 400 litre electric hot water heat pump. The showers are coin operated.

## Wentworthville Swimming Centre

Both the female and male change room have a 400 litre electric hot water storage tank. The showers are coin operated.

#### **Guildford Swim Centre**

There are three 250 litre electrical hot water heaters that provide domestic hot water for the male and female change rooms.

## Compliance Upgrades

The following non compliances were noted during the site inspections.

## Merrylands and Wentworthville Swimming Centres

Current codes require that high risk pools such as the baby pool are fitted with a dedicated circulation and treatment system. These pools have a common circulation system their pools.

The flues are not compliant as they discharge lower than 3m etres above the ground.

## **Guildford Swim Centre**

External heating hot water pipe work insulation should be protected with metal sheathing.





## **Energy Efficiency Opportunities**

A series of energy efficiency opportunities were identified and are summarised in the table below.

Table 1: Summary of Energy Efficiency Opportunities

## Merrylands Swimming Centre

Energy Efficien- cy Opportunity	Description of Work	Electricity Savings (kWh)	Gas Sav- ings (MJ)	GHG Emission Savings (tonnes CO <sub>2+</sub> )	Cost Sav- ings (\$)	Capital Cost	Simple Payback (years)
Pool-1	Replace Pool Pumps	13,608		11.98	\$3,266	\$5,000	1.84
Pool-2	Replace Pool Heaters		104,617	5.36	\$2,092	\$10,000	4.78
Lighting 1*	Fixed Range Dimming Control Retrofit	2,541		2.24	\$610	\$5,000	9.84
Lighting 2	Lighting Replacement	10,974		9.66	\$2,634	\$24,620	11.22
DHW-1	Upgrade DHW Unit and Controls	1,803		1.59	6433	\$3,600	9.98
TOTAL		26,385	104,617	28.58	\$8,425	\$43,220	5.86

 Contingency
 \$6,483

 Engineering Fees
 \$4,322

 Grand Total
 \$54,025

## Wentworthville Swimming Centre

Energy ∈πicien-	Description of	Electricity	Gas Sav-	GHG Emission	Cost Sav-	Capital Cost	Simple
cyOpportunity	Work	Savings (kWh)	ings (MJ)	Savings (tonnes CO <sub>2 e</sub> )	ings (\$)	(\$)	Pavback (years)
Pool -1	Replace Pool Pumps	8,748		7.70	\$2,100	\$5,000	2.8
Pool -2	Replace Pool Heaters		104,617	5.36	\$2,092	\$10,000	4.7
Pool-3	Reconfigure Pipework		180,000	9.22	\$3,600	\$30,000	8.3
Lighting 1*	Fixed Range Dimming Control Retrofit	2,541		2.24	\$610	\$5,000	9.8
Lighting 2	Lighting Replacement	10,974		9.66	\$2,634	\$24,620	11.2
DHW-1	Upgrade DHW Unit and Controls	3,405		3.00	\$817	\$7,200	10.5
TOTAL		23,127	284,617	34.92	\$11,243	\$76,820	7.4

 Contingency
 \$11,523

 Engineering Fees
 \$7,682

 Grand Total
 \$96,025



## **Guildford Swimming Centre**

Energy Efficien-	Description of	Electricity	Gas Sav-	GHG Emission	Cost Sav-	Capital Cost	Simple
cyOpportunity	Work	Savings (kWh)	ings (MJ)	Savings (tonnes CO <sub>2+</sub> )	ings (\$)	(\$)	Pavback (years)
Pool-1	Replace Pool Pumps	21,384		18.82	\$2,994	\$5,000	1.1
Lighting 1*	Fixed Range Dimming Control Retrofit	3,122		2.75	6437	\$5,000	8.0
Lighting 2	Lighting Replacement	13,753		12.10	\$1,925	\$13,280	4.8
DHW-1	Upgrade DHW Unit and Controls	15,091		13.28	\$2,113	\$7,200	2.3
DHW-2	Solar Absorbers for Pool and Domestic Water Heating	4,000	46,291	5.89	\$1,486	\$240,000	139.0
TOTAL		54,228	46,291	50.09	\$8,518	\$265,480	22.5

Grand Total	\$331,850
Engineering Fees	\$26,548
Contingency	\$39,822

## Note \*- Not included in total

The energy efficiency opportunities are broken down into additional categories, as follows:

- Simple works energy efficiency opportunities that have a simple payback period of less than four years and can be implemented immediately
- Capital upgrade energy efficiency opportunities that have a simple payback period of greater than four years and should form part of existing capital upgrade programmes
- External upgrade energy efficiency opportunities that have a simple payback period of greater than four years and require implementation under a centrally managed roll out programme

## Pool 1 - Replace Pool Pumps

Initiative: Simple works

## Merrylands and Wentworthville Swimming Centres

Upgrade the pool circulation system so that it adheres to the Public Swimming Pool and Spa Pool Advisory Document, which advises high risk pools such as the baby pools, need to have their own dedicated circulation and treatment systems to lower the risk of contamination.





If separate systems were also installed to serve the 50m and the 25m pools, these pools can be isolated to allow maintenance to be carried out on one pool whilst the other remains operational. It could also reduce pumping energy as the pumps are sized to suit the different circulation rates.

New more efficient pumps which are controlled via a variable speed drive (VSD) would allow circulation pumps to be shut off or slow down during after hours periods when the pools are not used. A turbidity sensor can be installed to control the speed of the pumps.

We highly recommend that a heat exchanger be installed to isolate the heating hot water system. By doing this the maintenance of the heating hot water system would be reduced. In addition, the heating hot water system should be connected after the filters, so that the heated water runs directly to the pool.

## Pool 2 – Hot Water Unit Upgrade

Initiative: Capital Upgrade

## Merrylands and Wentworthville Swimming Centres

Based on the condition and age of the hot water units, we anticipate that the hot water units would require replacement within the next five years. We recommend that these units be replaced with electric heat pumps with gas boosting or more efficient condensing hot water units. Gas fed hot water units provide marginally greaters greenhouse gas savings as natural gas is a more greenhouse friendly fuel than electricity, however utility costs marginally favour heat pumps.

There are other consideration when deciding between heat pumps and gas fed hot water units. The electrical supply capacity will require to be reviewed to verify there is adequate capacity to support the heat pumps and associated equipment. If heat pumps cannot be supported by the electrical supply, gas condensing hot water units should be considered as they operate at a higher efficiency than the traditional hot water systems.

## Pool 3 - Upgrade Pool Heating and Circulation System

Initiative: Capital Upgrade

## Wentworthville Swimming Centres

The heating circuit at the Wentworthvile pool is connected prior to the filtration system. As a result heat from the heat water escapes through the filtrations system. We recommend that the pool heating circuit be reconfigured such that it is connected after the filtration system.

## Lighting 1 Fixed Range Dimming Control Retrofit

The predominant light fitting throughout the swim centre are T8 type fluorescent light fittings. The introduction of fixed range dimming equipment on each of the lighting circuits will allow the energy consumption of each lamp to be reduced by 28% while reducing the light output by around 15%.

The fixed range dimming devices are typically installed at, or near the switchboards, with limited work required within a facility. As the light output from fluorescent tubes fades over the life of a lamp, the introduction of fixed range dimming is recommended to occur at the next re-lamping of the tenancy spaces.

This is a short term solution offered only if the facility if council is looking to improve the energy efficiency of their existing facility over the short term.



## Lighting 2 Lighting Replacement

Initiative: Major works

The predominant light fitting throughout the swim centre is surface mounted double and single T8 lamps. These lamps are out dated lighting technology. The lights are controlled manually.

The latest lighting technology involves T5 and LED lighting. These technologies are more efficient that other lighting technologies. And the LED lights have longer operating life, reducing maintenance costs.

External flood and spot lights could also be replaced with LED lights which consume less energy.

## DHW -1 Upgrade DHW Unit and Controls

Initiative: Major works

## Merrylands and Wentworthville Swimming Centres

Merrylands has one electric hot water storage system and Wentworthville two. We recommend that that electric hot water system be replaced with a heat pump hot water system. The change rooms are naturally ventilated which are ideal for the installation of heat pump hot water heaters. If in the future the change rooms become enclosed the units should be relocated to the outside.

We recommend that the domestic hot water heaters be fitted with time clocks, so that they turn off during after hours periods.

## **Guildford Swimming Centre**

Guildfor has three electric hot water storage system We recommend that that electric hot water system be replaced with a heat pump hot water system. As the heat pumps rely on natural ventilation the heat pumps will need to be located in an area with access ventilation.

We recommend that the domestic hot water heaters be fitted with time clocks, so that they turn off during after hours periods.

## DHW -2 Solar Absorbers for Pool and Domestic Water Heating

Initiative: Major works

Evacuated tube solar absorbers comprise glass frame containing solar absorbers and multiple evacuated borosilicate glass tubes containing water or glycol. The heat from the sun is absorbed by the tubes and transferred to the working fluid which is either water or antifreeze.

Solar absorbers are typically, used to heat pools, domestic hotwater system and space heating systems. They can be connected to the heating water system through an open loop circuit or a closed loop circuit. They can be located on a self-contained structure beside the pool or on the roof adjacent to the pool.

They can be connected to the gas fired boiler system so that they provide the primary form of heating. The gas booster would provide the heating when the solar absorbers are not providing adequate heating. A suitable product would be similar to the evacuated tubes supplied by Azzuro (<a href="www.azzurosolar.co.nz">www.azzurosolar.co.nz</a>) or Urban Energy Australasia.

## Merrylands and Wentworthville Swimming Centres



As both these facilities operate for six months of the year, solar absorbers have an extremely long payback and as such has not been considered for these two facilities.

## **Guildford Swimming Centre**

Based on 100m<sup>2</sup> of available roof area on the Administration building roof, we have calculated that 23 panels could be installed to provide 2.6MW of heat to the domestic hot water and the pool.

## Energy - 1 Cogeneration

Initiative: Major works

Many councils are looking at cogeneration systems to reduce their greenhouse gas emissions for their pool facilities

Cogeneration systems use natural gas to produce electricity and waste heat simultaneously. The system captures and uses the waste heat to heat buildings, domestic hot water, or pool water. As natural gas is a less greenhouse intensive gas than electricity, it reduces the greenhouse gas emissions.

Cogeneration is known in Europe as "combined heat and power", or CHP. It offers major economic and environmental benefits because it turns otherwise wasted heat into a useful energy source. This greater efficiency means carbon dioxide emissions are cut by up to two thirds when compared with conventional coal-fired power stations.

They are ideal for application with a constant simultaneous electrical and heating demand like pools. Care should be taken when sizing Cogeneration plants, so that they are able to operate for more the 2500hours a year, Cogeneration systems are available as small as 65kWe.

## Water -1 Rainwater Harvesting

Rainwater harvesting involves the collection and use of rain from roof and other catchment areas. It reduces the use of potable water. The rainwater from the roof can be collected and piped into the rainwater harvesting system via downpipes.

The water is typically used for irrigation purposes. It may be possible to filter the water and supply it to flush toilets etc. Additional treatment is required if the rainwater is to be used as a potable water source.

We recommend that an above ground or underground rain water tank be installed to collect rainwater from the roof and balconies of the house.

In addition to the rain water tank a storm water aquifer could be installed. Stormtech water storage aquifers have been used at the Australian National University's Hockey field to harvest rain water. They are a system of underground aquifers which collect rain water from the soil and discharge it to a header pipe where it is pumped to areas which require irrigation.

## Water -2 Greywater Reuse

Grey water is water discharged from all sinks, showers and other sources not containing food and human waste. This water can be stored and reused for irrigation or toilet flushing. The water needs to be used within a short time after collection to avoid extensive water treatment. In reusing grey water it reduces the fresh water used on site and the amount of water discharged to sewer.



# Appendix 1

## Utility Information

C02/21-672 – Attachment 8

	Guildford										Westwo	Merrylands										
	E)	Electricity			Gas			Electricity				Gas					Gas					
	kWh	SAUD	Rate	ML	5	AUD	Rate	KWh	SA	UO	Rate	MJ	5	SAUD	Rite	KWh	SAUD	Rate	MI	SA/	UD	Rate
Apr-12				341,000	\$	5,797	0017					0	5	24	0.017				8300	\$	165	0.017
May-12				372,000	\$	6,324	0017					1000	5	41	0.017				1250	\$	45	0.017
Jun-12				465,000	\$	7,905	0017					0	5	24	0.017				6500	\$	135	0.017
Jul -12				528,708	\$	8,742	0.017					0	5	22	0.017				0	\$	21	0.017
Aug-12				519,889	\$	8,991	0.017					0	5	24	0.017				0	\$	24	0.017
Sep-12				423,533	\$	7,364	0.017					0	5	24	0.017				0	\$	21	0017
Oct-12				378,928	\$	6,586	0.017					397295	\$	6,897	0.017				394509	\$	6,850	0.017
Nov-12				254,885	\$	4,496	0.018					239276	\$	4,231	0.018				201890	\$	3,598	0.018
Dec-12				152,670	\$	2,753	0.018					86540	5	1,633	0.019				34196	\$	685	0.020
Jan-13				290,450	5	3,396	0.018					203130	5	1,917	0.019				67234.5	\$	1,278	0.019
Feb-13				228,230	\$	4,039	0.018					119720	\$	2,201	0.018				100273	\$	1,871	0.019
Mar-13				365,755	\$	6,380	0.017					63255	\$	1,251	0.020				14065	\$	297	0.021
Total	180,455	\$ 36,091	0.2	4,222,048		72,772		80,905	5	16,182	9.2	1.010.216		18,288		114.755	5.22,951	92	828,218	1	4,990	

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## APPENDIX 4

## Geoff Ninnes Fong & Partners Pty Ltd

Report

**BuildingStructures** 



# REPORT ON BUILDING STRUCTURES for SWIMMING CENTRES at

# MERRYLANDS WENTWORTHVILLE GUILDFORD

Report on Building Structures



## MERRYLANDSSWIMMINGCENTRE

## 1. INTRODUCTION

An inspection of visual structural defects was carried out on 17th June 2013. This report will cover:

Shade structures,

Geoff Ninnes Fong & Partners Pty Ltd

- · Entry structure,
- Male and Female changing room structures,
- plantroom, and
- General concourse slabs.

The pool complex is approximately 45 years old. Limited existing architectural drawings were available from the architect.

#### 2. SHADE STRUCTURES

### 2.1 Teaching Pool Shade Structure

The shade structure spans across the centre of the pool and is bolted at one end of the raised coping and retaining wall at the other end. There is extensive corrosion evident at the fixings at the base of the column. Generally the structure has minor corrosion at the end bolted connections. The shade cloth is in poor condition with surface rust along tension wires.

#### 2.2 Wading Pool Shade Structure

The shade structure is located mid-span of the pool and spans across on the concourse slab.

The shade supports are located on concrete hobs and the base plate and bolts show signs of corrosion. Corrosion is also evident at the braces between column and rafters. The shade cloth is in poor condition.

## 3. BUILDING STRUCTURES

## 3.1 Entry Structure

The entry structure is approximately 26m x 8 m and consists of structural steels frames 80 x 225RHS at 4.25m centers. A perimeter timber fascia is in poor condition with rot evident and possible termite damage. Neither the internal roof structure nor the sub-space below the office floor was inspected.

Cracking and differential settlement to the pavement slab was evident in the vicinity of the building with previous grinding of the pavement slabs evident at trip hazards.

### 3.2 Changing Rooms (Male & Female)

The structures are approximately 28m x 6m and consist of a reinforced slab with a timber roof structure.

Evidence of termite damage is visible throughout the timber roof of the structure with exposed timber beams in the male block of structural concern and needs to be **propped immediately** for safety reasons.

Merrylands Swimming Centre

There are no vertical articulation joints evident and vertical cracking at corners of the brick walls indicate brick growth and/or thermal movement damage.

Cracking is also evident to the internal slab on the ground.

## 3.3 Plantroom Building

The plantroom structure is approximate 10.5m x 6m and consists of structural steel beams 200UB supporting a timber roof structure on brick engaged piers at 3m centers.

Minor cracking to brick walls is visible with no vertical articulation joints visible.

Minor rusting to steel roof beams is visible with damage to the ceiling due to water ingress at the roof access hatch.

Cracking to the internal slab and access ramp was visible.

#### 3.4 Club House

Evidence of termite damage is visible throughout the door jamb and front verandah beam.

Minor cracking to the internal slab on the ground is visible and no articulation joints to the masonry walls are evident.

#### 3.5 External Pavement Slab on Ground

The external concrete paving slabs are generally in poor condition. Concrete cracking is visible throughout with trip hazards evident due to slab settlement.

## 4. RECOMMENDATIONS BUILDING STRUCTURES

## 4.1 Teaching Pool Shade Structure

- · Replace the shade cloth
- The rusting of steel structure can be treated by grit blasting back to bare metal and a suitable primer and paint protection. (Inorganic zinc silicate plus two top coats).
- The rusted bolts and washers would need total replacement including the chemset bolts into the concrete. All bolts should be 316 stainless steel.

## 4.2 Wading Pool Shade Structure

- · Replace the shade cloth
- The rusting of steel structure can be treated by grit blasting back to bare metal and a suitable primer and paint protection. (Inorganic zinc silicate plus two top coats).
- The rusted bolts and washers would need total replacement including the chemset bolts into the concrete. All bolts should be 316 stainless steel.

## 4.3 Entry Structure

 A specialist in timber durability should be commissioned to inspect the roof structure, for termite damage

Merrylands Swimming Centre

The perimeter timber fascia will need to total replacement

## 4.4 Change Rooms (Male & Female)

- Replace the entire timber structure with termite resistant timber such as H2, treated kiln dried HW.
- · Install brick articulation joints.
- Repair existing cracks in masonry wall with 316 stainless steel Thor Helical stich reinforcement.

#### 4.5 Plantroom

- The rusting of the steel beams can be treated and with a suitable a power tool to class 2.5, and with a suitable inorganic zinc primer and paint protection (min 300 microns total thickness).
- · Roof leakages will need to be inspected adjacent the access hatch
- Install brick articulation joints

#### 4.6 Club House

 A specialist in timber durability should be commissioned to inspect the roof structure, for termite damage. The perimeter timber fascia will need total replacement, including door jambs and timber stud walls.

## 4.7 External Paements

 External pavement slabs need to be replaced in total and adequate drainage installed in accordance with a storm water engineers drainage design.

## 5. COST ESTIMATE

Teaching pool shade structure	\$20,000				
Wading pool shade structure	\$20,000				
2 x miscellaneous Shade structures	\$40,000				
Entry structure (roof rectification)	\$70,000				
Male/Female change rooms (Rectifications)	\$150,000				
Plant room (Rectifications)	\$40,000				
Club House (Rectification)	\$75,000				
Pavement Slabs & drainage	\$200,000				
Sub -Total: Building Rectification works Estimate	\$615,000				
Engineering Fees to document	\$35,000				
	4				

TOTAL: BUILDING RECTIFICATION WORKS COSTS ind FEES \$650,000

Note: 1) GST is to be added to all above figures.

- No builders margins or preliminaries have been applied to the above figures.
- 3) The above figures are estimates only and should be confirmed by a quantity surveyor.

Merrylands Swimming Centre





PHOTO 1: ADMIN BUILDING TIMBER FASCIA DECAY



**PHOTO 2: PAVEMENT SLABS** 

Merrylands Swimming Centre





PHOTO 3: SUNSHADE CORROSION



**PHOTO 4: SHADE STRUCTURE CORROSION** 

Merrylands Swimming Centre





PHOTO 5: CLUB HOUSE DOOR JAMB -TERMITES



PHOTO 6: MALE CHANGE ROOMS

Merrylands Swimming Centre



Geoff Ninnes Fong & Partners Pty Ltd



PHOTO 7: MALE CHANGE ROOMS



PHOTO 8: PLANTROOM

Merrylands Swimming Centre



## WENTWORTHVILLESWIMMINGCENTRE

## 1. INTRODUCTION

An inspection of visual structural defects was carried out on 17th June 2013. This report will cover:

- · Shade structures,
- Entry structure,
- Male and Female changing room structures,
- plantroom, and
- General concourse slabs.

The pool complex is approximately over 45 years old. Limited existing architectural drawings were available from the architect.

### 2. SHADE STRUCTURES

## 2.1 Teaching Pool

The shade structure spans across the centre of the pool and is bolted at each end on the pavement slab. There is extensive corrosion evident at the fixings at the base of the column. Generally the structure has minor corrosion at the end bolded connections. The shade cloth is in poor condition with surface rust along tension wires.

## 2.2 Wading Pool

The shade structure is located mid-span of the pool and spans across on the concourse slab.

The shade supports are located on concrete hobs and the base plate and bolts show signs of corrosion. One column support is covered with pool water and clearly shows signs of corrosion.

Corrosion is also evident at the braces between column and rafters. The shade cloth is in poor condition.

## 2.3 Shade Structure Adjacent to the 50mn Pool

The large shade structure is parallel to the 50m pool and is bolted to the pavement slab. The structure is generally in a satisfactory condition with minor corrosion at the bolted connections.

## 3. BUILDING STRUCTURES

## 3.1 Entry Structure

The entry structure is approximately 22m x 7m and consists of structural steels portal frames at 3.25m centres. A perimeter metal fascia is in poor condition with corrosion evident. The internal roof structure was not inspected as it is concealed from view.

Cracking and differential settlement to the pavement slab was evident in the vicinity of the building. Bowing of the ceiling lining was evident throughout the building.

Wentworthville Swimming Centre

### 3.2 Changing Rooms (Male & Female)

The structures are approximately 29m x 7m and consist of a reinforced slab on ground with a structural steel roof structure. The roof structure appears to be in a satisfactory condition with minor rusting.

There are no vertical articulation joints evident. Diagonal cracking to the brickwalls is evident in the male toilet area indicating settlement of the footing.

Precast panel walls to the entrance of both the male and female change rooms shows signs of cracking and spalling. Minor cracking is also evident to the internal slab on the ground.

#### 3.3 Plantroom

The plantroom structure is approximate 12m x 11m and consists of structural steel beams 200UB supporting a timber roof structure with metal channels supporting a lightweight ceiling.

Minor cracks to brickwalls are visible with no articulation joints visible and minor sulphate attack observed on external walls.

Minor rusting to steel roof beams and lightweight ceiling supports is visible. Cracking to the internal slab on ground was also evident.

#### 3.4 Club House

The club house structure appears to be in relatively good condition with a depression of the floor and minor cracking to the internal stud wall. Neither the internal roof structure nor the sub floor was inspected.

## 3.5 External Pavement Slab on Ground

The external concrete paving slabs are generally in average condition. Concrete cracking is visible throughout with trip hazards evident. There are also joint sealant failures in almost all joints between paving slabs and pools.

## 4. RECOMMENDATIONS BUILDING STRUCTURES

## 4.1 Teaching Pool Shade Structure

- · Replace the shade cloth
- The rusting of steel structure can be treated by grit blasting back to bare metal and a suitable primer and paint protection. (Inorganic zinc silicate plus two top coats).
- The rusted bolts and washers would need total replacement including the 316 stainless steel chemset bolts into the concrete.

## 4.2 Shade Structure Adjacent to 50m Pool

- Replace the rusted tension wires and treat all rust structure steelwork.
- Replace all bolts and washer including rusted chemset bolts.
- The shade cloth may be salvaged but will need to be inspected by a specialist in shade cloth structures.

Wentworthville Swimming Centre



#### 4.3 Entry Structure

- · Replace the metal fascia all around the perimeter of the building.
- The rusting to the steel beams can be treated with a power tool clean to Class 2.5 and with a suitable primer and paint protection. (Inorganic zinc silicate plus two top coats).
- Carry out a detailed inspection of the internal roof structure and any concealed structural steel members.

## 4.4 Change Rooms (Male & Female)

- The rusting to the steel beams can be treated with a power tool clean to Class 2.5 and with a suitable primer and paint protection. (Inorganic zinc silicate plus two top coats).
- Stitch repair cracking to male toilet masonry walls with 316 stainless steel Thor Helical rods.
- · Repair precast panels that have cracked in accordance to future engineers details.
- · Introduce masonry articulation joints to walls.

## 4.5 Plantroom

- Replace sulphate damaged brickwall in sections to match existing brickwork.
- The rusting to the steel beams can be treated with a power tool clean to Class 2.5 and with a suitable primer and paint protection. (Inorganic zinc silicate plus two top coats).

#### 4.6 Club House

- Inspection of the subfloor is required to determine the cause of deflection and subsidence of the bearers and floor joint.
- A termite inspection should be carried out on all timber framing.

### 4.7 External Pavement

 External pavement slabs need to be replaced in total and adequate drainage installed in accordance with a storm water engineers drainage design.

## 5. COST ESTIMATE

Teaching pool shade structure	\$25,000		
Shade structure (adjacent to 50m pool)	\$20,000		
Entry structure (Rectification)	\$100,000		
Male/Female change rooms (Rectifications)	\$100,000		
Plant room (Rectifications)	\$70,000		
Club House (Rectification)	\$50,000		
Pavement Slabs & drainage	\$200,000		
Sub -Total: Building Rectification works Estimate	\$545,000		
Engineering Fees to document	\$30,000		
TOTAL: BUILDING RECTIFICATION WORKS COSTS ind FEES	\$575,000		

Note: 1) GST is to be added to all above figures.

- No builders margins or preliminaries have been applied to the above figures.
- The above figures are estimates only and should be confirmed by a quantity surveyor.

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PHOTO 1: SHADE STRUCTURE



PHOTO 2: SHADE STRUCTURE

Wentworthville Swimming Centre





PHOTO 3: PAVEMENT CRACKING



PHOTO 4: SULPHATE ATTACK TO BRICKWORK

Wentworthville Swimming Centre





PHOTO 5: CORROSION TO CEILING CHANELS



PHOTO 6: DEFLECTION OF BEARS AND FLOOR JOIST

Wentworthville Swimming Centre





PHOTO 7: PRECAST PANEL CRACKS



PHOTO 8: PRECAST PANEL CRACKS

Wentworthville Swimming Centre





PHOTO 9: MASONRY CRACK MALE TOILETS



PHOTO 10: CORROSION STEEL LINTELS

Wentworthville Swimming Centre



# **GUILDFORD SWIMMING CENTRE**

# 1. INTRODUCTION

An inspection of visual structural defects was carried out on 17th June 2013. This report will cover:

- · Shade structure,
- Entry structure,
- · Plantroom,
- Clubhouse and
- General concourse slabs.

The pool complex is approximately 35 years old. Limited existing architectural drawings were available from the architect.

### 2. SHADE STRUCTURE

### 2.1 Wading Pool

The shade structure is located mid-span of the pool and spans across on the concourse slab.

The shade supports are located on concrete hobs and the base plate and bolts show signs of corrosion.

Corrosion is also evident at the braces between column and rafters. The shade cloth is in poor condition.

### 3. BUILDING STRUCTURES

# 3.1 Entry Structure

The entry structure is a concrete framed building with a metal roof construction.

Corrosion of steel columns was visible in the main area and adjacent to the concrete stairs leading to the indoor pool. Sulphate attack in the masonry walls was evident.

Concrete spalling below the window frames was evident in the pool hall. The light weight ceiling in the pool shows signs of pitting corrosion

### 3.2 Plantroom

The plantroom structure is approximate 12m x 6.5m and consists of structural steel beams 200UB supporting a timber roof structure on masonry walls.

Diagonal cracking to brickwalls is visible with no vertical articulation joints present. Sulphate attack to the brickwalls was noted throughout the plantroom. In saturated brickwork soluble salts cause a chemical reaction in the mortar bed, disruption the brickwork during the expansion phase causing brickwork to crumble away.

Minor rusting to steel roof beams is and extensive corrosion to the masonry lintels was evident. Cracking to the internal slab and balance tank roof was visible.

Guildford Swimming Centre



#### 3.3 Club House

The club house structure is approximately 7m x 7m and consists of a brick veneer construction with a lightweight roof.

Evidence of termite damage is visible throughout the timber roof and stud wall framing and may now pose a safety issue to the public.

Dampness of the timber bottom plate was evident with the external ground level being higher than the level inside the club house.

The eave gutters are rusted with the downpipes non-functional.

#### 3.4 External Pavement Slab on Ground

The external concrete paving slabs are generally in poor condition. Concrete cracking is visible throughout with trip hazards evident. There are also joint sealant failures in almost all the joints.

#### 4. RECOMMENDATIONS

### 4.1 Wading Pool Shade Structure

- · Replace the shade cloth
- The rusting of steel structure can be treated by grit blasting back to bare metal and a suitable primer and paint protection. (Inorganic zinc silicate plus two top coats).
- The rusted bolts and washers would need total replacement including the chemset bolts into the concrete.

## 4.2 Entry Structure

- Prop the roof structure locally, remove sections of rusted columns and replace. Treat repairs and rusted steel work with a primer and suitable paint system. (Inorganic zinc silicate plus two top coats).
- · Recoat the ceiling panels as recommended by the paint manufacturer.
- · Remove sulphate damaged brickwork in sections and replace to match existing brickwork.
- Repair concrete hobs below the window frames.

### 4.3 Plantroom

- · Needle walls and replace corroded steel lintels with concrete or galvanized lintels.
- Remove sulphate damaged brickwork in sections and replace to match existing brickwork.
- · Stitch repair cracks in brickwalls with Thor Helical bars.
- The rusting of the steel beams can be treated with a power tool to Class 2.5 and with a suitable primer and paint protection. (Inorganic zinc silicate plus two top coats).
- Replace the rusted metal floor grating adjacent to the door entrance.

### 4.4 Club House

 The entire roof structure and stud walls will need total replacement as a result of extensive termite damage.

Guildford Swimming Centre



### **External Pavement Slab on Ground**

· External pavement slabs need to be replaced in total and adequate drainage installed in accordance with a storm water engineers drainage design.

#### 5. **COST ESTIMATE**

Wading pool shade structure	\$20,000
Entry structure	\$100,000
Plant room	\$150,000
Club House	\$70,000
External Pavement	\$200,000
Sub -Total: Building Rectification works Estimate	\$540,000
Engineering Fees to document	\$30,000
TOTAL: BUILDING RECTIFICATION WORKS COSTS	\$570,000
INCLUDING FEES	

Note: 1) GST is to be added to all above figures.

2) No builders margins or preliminaries have been applied to the above figures.

3) The above figures are estimates only and should be confirmed by a quantity surveyor.

**Guildford Swimming Centre** 





PHOTO 1: PITTING CORROSION TO INDOOR CEILING



PHOTO 2: CORROSION TO STEEL COLUMN

**Guildford Swimming Centre** 





PHOTO 3: SULPHATE ATTACK TO MASONRY



PHOTO 4: CRACKING TO CONCRETE HOB

**Guildford Swimming Centre** 





PHOTO 5: CORROSION TO SHADE STRUCTURE SUPPORT



PHOTO 6: CORROSION TO SHADE STRUCTURE

**Guildford Swimming Centre** 





PHOTO 7: SULPHATE ATTACK TO MASONRY



PHOTO 8: SULPHATE ATTACK TO MASONRY

**Guildford Swimming Centre** 





PHOTO 9: PAVEMENT CRACKING



PHOTO 10: TERMITE DAMAGE

**Guildford Swimming Centre**