

CUMBERLAND CITY COUNCIL

Council Meeting

Wednesday, 17 April 2024 at 6:30 PM

Cumberland City Council Chambers

Merrylands Service Centre, 16 Memorial Avenue, Merrylands

Councillor Contact Details

ran			

Clr Steve Christou	0419 651 187	Steve.Christou@cumberland.nsw.gov.au
Clr Ola Hamed (Deputy Mayor)	0405 070 007	Ola.Hamed@cumberland.nsw.gov.au
Clr Joseph Rahme	0418 995 471	Joseph.Rahme@cumberland.nsw.gov.au
Greystanes Ward		
Clr Diane Colman	0400 279 200	Diane.Colman@cumberland.nsw.gov.au
Clr Greg Cummings	0417 612 717	Greg.Cummings@cumberland.nsw.gov.au
Clr Eddy Sarkis Regents Park Ward	0425 348 000	Eddy.Sarkis@cumberland.nsw.gov.au
Clr Kun Huang	0418 911 774	Kun.Huang@cumberland.nsw.gov.au
Clr Sabrin Farooqui	0400 322 999	Sabrin.Farooqui@cumberland.nsw.gov.au
Clr Helen Hughes	0400 264 534	Helen.Hughes@cumberland.nsw.gov.au
South Granville Ward		
Clr Glenn Elmore	0418 459 527	Glenn.Elmore@cumberland.nsw.gov.au
Clr Paul Garrard	0414 504 504	Paul.Garrard@cumberland.nsw.gov.au
Clr Mohamad Hussein	0400 281 726	Mohamad.Hussein@cumberland.nsw.gov.au
Wentworthville Ward		
Clr Suman Saha	0419 546 950	Suman.Saha@cumberland.nsw.gov.au
Clr Lisa Lake (Mayor)	0418 669 681	Lisa.Lake@cumberland.nsw.gov.au
Clr Michael Zaiter	0418 432 797	Michael.Zaiter@cumberland.nsw.gov.au

Statement of Ethical Obligations

Oath or Affirmation of Office

In taking the Oath or Affirmation of Office, each Councillor has made a commitment to undertake the duties of the office of councillor in the best interests of the people of Cumberland and Cumberland City Council and that they will faithfully and impartially carry out the functions, powers, authorities and discretions vested in them under the Local Government Act 1993 or any other Act to the best of their ability and judgment.

Conflicts of Interest

A councillor who has a conflict of interest in any matter with which the council is concerned, and who is present at a meeting of the council when the matter is being considered, must disclose the interest and the nature of the interest to the meeting as soon as practicable. Both the disclosure and the nature of the interest must be recorded in the minutes of the Council meeting where the conflict of interest arises. Councillors should ensure that they are familiar with Parts 4 and 5 of the Code of Conduct in relation to their obligations to declare and manage conflicts of interests.

For information on Council services and facilities please visit www.cumberland.nsw.gov.au



ORDER OF BUSINESS

All Council Meetings are livestreamed via Council's website. An audio/visual recording of the meeting is published following the meeting. Recordings remain on Council's website for a period of 12 months and are archived following this.

1	Opening of I	Meeting			
2	Opening Prayer / Acknowledgement of Country / National Anthem				
3	Apologies / Audio-Visua	Requests for Leave of Absence/ Requests for Attendance by I Link			
4	Confirmation	n of Previous Minutes			
	C04/24-492	Minutes of the Ordinary Meeting of Council - 20 March 20245			
5	Disclosures	of Interest			
6	Mayoral Min	utes			
	Nil				
7	Public Forur	n / Presentation of Petitions			
8	Items Resolv	ved by Exception			
9	Reports to C	Council			
	C04/24-493	Legal Report29			
	C04/24-494	Investment Report - March 202431			
	C04/24-495	Draft Operational Plan and Fees and Charges 2024-202549			
	C04/24-496	Voluntary Planning Agreement - 15 Neil Street, Merrylands257			
	C04/24-497	Draft Toongabbie Town Centre Public Domain Plan315			
	C04/24-498	Draft Guildford Town Centre Public Domain Plan - Post Exhibition.			
	C04/24-499	Draft Engineering Services Policy and Guidelines - Post Exhibition413			
	C04/24-500	Review of Property Policies491			
10	Reports of C	Council Committees			
	C04/24-501	Quarterly Progress Report on Council's Section 355 Committee and Community Advisory Committees			
11	Motions Pur	suant to Notice			
	C04/24-502	Notice of Motion - Promotion of Opportunities in Development Industry677			
12	Motions to A	Alter or Rescind Council Resolution			
	Nil				



13 Questions with Notice

Nil

14 Closed Session Reports

C04/24-503 Tender Evaluation Report - Auburn Ruth Everuss Aquatic Centre - Heat Pumps

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.

C04/24-504 Outcome of the General Manager's Mid-Year Performance Review for the Period from 1 July 2023 to 31 December 2023

Note: Included in Closed Council in accordance with Section 10A(2)(a) of the Local Government Act as the information involves personnel matters concerning particular individuals (other than Councillors).

15 Confidential Attachments from Open Reports

C04/24-493 Legal Report

1. Litigation register

Note: Included in Closed Business Paper in accordance with Section 10A(2)(g) of the Local Government Act as the information involves advice concerning litigation, or advice as comprises a discussion of this matter, that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.

C04/24-496 Voluntary Planning Agreement - 15 Neil Street, Merrylands

> Public Benefit Offer Analysis - 15 Neil Street, Merrylands

Note: Included in Closed Business Paper in accordance with Section 10A(2)(d)(ii) of the Local Government Act as the information involves information that would, if disclosed, confer a commercial advantage on a competitor of the council.

- 16 Resolutions passed in Closed Session
- 17 Other / General Matters
- 18 Close



Item No: C04/24-492

MINUTES OF THE ORDINARY MEETING OF COUNCIL - 20 MARCH 2024

Directorate: Governance and Risk

Responsible Officer: Director Governance and Risk

RECOMMENDATION

That Council confirm the minutes of the Ordinary Meeting of Council held on 20 March 2024.

ATTACHMENTS

1. Draft Council Minutes - 20 March 2024 &

DOCUMENTS ASSOCIATED WITH REPORT C04/24-492

Attachment 1 Draft Council Minutes - 20 March 2024





Minutes of the Council Meeting 20 March 2024

PRESENT

Councillors

Councillor Lisa Lake (Mayor) Ola Hamed (Deputy Mayor) Councillor Steve Christou Councillor Councillor Diane Colman **Greg Cummings** Councillor Glenn Elmore Councillor Sabrin Farooqui Councillor Paul Garrard Councillor

Kun Huang Councillor (via Audio-Visual Link- joined 7:43pm)

Helen Hughes Councillor

Mohamad Hussein Councillor (arrived 6:43pm)

Joseph Rahme Councillor Suman Saha Councillor

Michael Zaiter Councillor (arrived 7:43pm)

Officers

Peter Fitzgerald General Manager

Melissa Attia Director Corporate Performance (Deputy General

Manager)

Daniel Cavallo Director Environment & Planning

Brendan Govers Director City Services

Nicole Byrn Director Community & Culture Charlie Ayoub Director Governance & Risk

Colin McFadzean General Counsel
Carol Karaki Manager Governance
Bianca Mourched Coordinator Governance

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

Opening Prayer

The opening prayer was read by Rev. Meredith Williams from Wentworthville Uniting Church.

Acknowledgement of Country

The Mayor, Councillor Lake 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 Lake asked all of those in attendance to stand for the playing of the Australian National Anthem.

Min.685 Apologies / Requests for Leave of Absence/ Requests for Attendance by Audio-Visual Link

Motion (Cummings/Saha)

That in accordance with Clause 5.3 of the *Code of Meeting Practice*, an apology be accepted on behalf of Councillor Sarkis for this Council meeting.

The Motion on being Put was declared **CARRIED**.

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

Farooqui, Garrard, Hamed, Hughes, Lake,

Rahme and Saha.

Councillor(s) Against the Motion: Nil.

Min.686

Motion (Saha/Cummings)

That in accordance with Clause 5.24 of the *Code of Meeting Practice*, Council approve the attendance of Councillor Huang at this meeting via Audio/Visual Link due to work commitments.

The Motion on being Put was declared **CARRIED**.

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

Faroogui, Garrard, Hamed, Hughes, Lake,

Rahme and Saha.

Councillor(s) Against the Motion: Nil.

Notice of Live Streaming of Council Meeting

The Mayor, Councillor Lake advised that the Council meeting was being streamed live on Council's website and all in attendance must ensure their speech to the Council is respectful and use appropriate language.





Confirmation of Minutes

Min.687 C03/24-483 Minutes of the Ordinary Meeting of Council - 06 March

2024

Motion (Cummings/Hamed)

That Council confirm the minutes of the Ordinary Meeting of Council held on 06 March 2024.

The Motion on being Put was declared **CARRIED**.

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

Farooqui, Garrard, Hamed, Hughes, Lake,

Rahme and Saha.

Councillor(s) Against the Motion: Nil.

Declarations of Pecuniary & Non Pecuniary Conflicts of Interest

Councillor Elmore declared a Significant, Non-Pecuniary interest in relation to Item C03/24-488 Woodville Road Corridor Planning Proposal - Update and Next Steps, as his home is across the road from a site proposed for significant up zoning, and as such, he will leave the Chamber prior to any discussion in relation to the matter.

Councillor Saha declared a Less Than Significant, Non-Pecuniary interest in relation to Item C03/24-489 Property Committee - Minutes of Meeting Held 4 March 2024, as he is a member of the Pemulwuy Community Group of which is mentioned within item PC003/24 of the Property Committee. As this is Less Than Significant, Non – Pecuniary interest, he will be remaining in the Chamber for the consideration of this item.

Councillor Hughes declared a Less Than Significant, Non-Pecuniary interest in relation to Item C03/24-489 Property Committee - Minutes of Meeting Held 4 March 2024 with respect to items PC003/24 and Item PC008/24 as she is a non-executive member of the Berala Carramar Hardcourt Tennis Association Committee. Also with respect to item PC004/24, Councillor Hughes also declared that a family member who is an owner of the site and that persons partner are a social acquaintance. As the nature of these interests are Less Than Significant and Non – Pecuniary, she advised will be remaining in the Chamber for the consideration of this item.

Request for Adjournment - Prayer Break

The Mayor, Councillor Lake advised that she was in receipt of a request for a prayer break adjournment at 7:10pm in accordance with clause 5.8 of the *Code of Meeting Practice*, the Mayor ruled that she will adjourn the Meeting for a period of 15 minutes after the first item that concludes around 7:10pm to allow Councillors to pray.





Min.688 MM03/24-49 Mayoral Minute - Major Search Operation for Hussein Al Mansoory

Motion (Lake)

That Council acknowledges and thanks all individuals and organisations involved in the major search operation for Hussein Al Mansoory.

The Motion on being Put was declared **CARRIED**.

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

Farooqui, Garrard, Hamed, Hughes, Hussein,

Lake, Rahme and Saha.

Councillor(s) Against the Motion: Nil.

Councillor Hussein entered the Meeting at 6:43pm during the consideration of this item.

Min.689 MM03/24-50 Mayoral Minute - Condolences - The Late Kevin Horne

Motion (Lake)

That Council:

- 1. Notes with sadness the passing of Kevin Horne; and
- 2. Observe a minute's silence in honour of the life of Kevin Horne and all that he contributed to his community.

The Motion on being Put was declared **CARRIED**.

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

Farooqui, Garrard, Hamed, Hughes, Hussein,

Lake, Rahme and Saha.

Councillor(s) Against the Motion: Nil.

Note: At this point of the meeting, Council observed a minute of silence.

Public Forum:

Speakers on Items on the Council Meeting Agenda

Name	Subject	Suburb	Interest	
Mrs Margaret Verity	C03/24-488 Woodville Road	Guildford	Owner	
	Corridor Planning Proposal			





Name	ne Subject Suburb		Interest
Ms Marina Pozzi	C03/24-488 Woodville Road	Guildford	Owner
	Corridor Planning Proposal		
Mrs Nowell	C03/24-488 Woodville Road	Granville	Owner
Bousijaan	Corridor Planning Proposal		
Mrs Yildiz Yigiter	C03/24-488 Woodville Road	Granville	Resident/Owner
	Corridor Planning Proposal		

Councillor Christou left the Meeting at 6:53pm and returned to the Meeting at 6:55pm during Public Forum.

ADJOURNMENT

7:10pm The Mayor, Councillor Lake adjourned the meeting in accordance with

Clause 5.8 of the Code of Meeting Practice.

7:25pm The Mayor, Councillor Lake resumed the meeting.

Min.690 Alteration of Order of Business

Motion (Cummings/Saha)

That in accordance with Clause 8.2 of the *Code of Meeting Practice*, Council alter the order of business to allow Item *C03/24-488 Woodville Road Corridor Planning Proposal – Update and Next Steps* to be brought forward for consideration at this time of the Meeting.

The Motion on being Put was declared **CARRIED**.

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

Farooqui, Garrard, Hamed, Hughes, Lake,

Rahme and Saha.

Councillor(s) Against the Motion: Nil.

Min.691 C03/24-488 Woodville Road Corridor Planning Proposal - Update and Next Steps

<u>Note:</u> Councillor Elmore exited the Chamber at 7:27pm prior to the consideration of this item as he had declared a Significant, Non-Pecuniary interest in this item. He returned to the Meeting following the consideration of this item at 7:43pm.

Councillor Hussein returned to the Meeting at 7:28pm following the adjournment during the consideration of this item.





Motion (Colman/Saha)

That Council:

- 1. Endorse the Draft Woodville Road Corridor Strategy, as provided in Attachment 1.
- 2. Endorse the proposed planning controls for the Woodville Road Corridor, as provided in Attachment 2 and outlined in this report but also including the following:
 - The restoration of 112,114 and 116 Elizabeth St Granville to R4, FSR 0.8:1, height 12m as resolved on 2 June 2021.
 - Properties facing Woodville Road between Constance Street and Cleone Street, and between Cleone Street and Wynyard Street, with a zoning of R4 High Density Residential, maximum building height of 31m and floor space ratio of 1.8:1, noting that this addition is consistent with the structure plan in the draft Woodville Road Corridor Strategy.
- 3. Endorse that the Planning Proposal for Woodville Road Corridor, as provided in Attachment 3, be forwarded to the Department of Planning, Housing and Infrastructure for a Gateway Determination.
- 4. Endorse the Draft Woodville Road Corridor Development Control Plan, as provided in Attachment 4 with a further provision for the consideration of the widening of Chamberlain Rd, Guildford.
- 5. Endorse the draft amendment to Part F2-10 Merrylands East Local Centre of the Cumberland Development Control Plan, as provided in Attachment 5.
- 6. Endorse the Draft Woodville Road Corridor Public Domain Plan, as provided in Attachment 6.
- 7. Endorse the Draft Affordable Housing Contributions Scheme for the Woodville Road Precinct, as provided in Attachment 7.
- 8. Delegate to the General Manager the authorisation to make minor revisions to the planning proposal and supporting documentation, as necessary, following Council's deliberations, to ensure the desired objectives and intended outcomes can be achieved.
- 9. Note that the draft documents outlined in the recommendation will be placed on public exhibition for community consultation, subject to receipt of a positive Gateway Determination on the Planning Proposal.

The Motion on being Put was declared **CARRIED**.

Councillor(s) For the Motion: Christou, Colman, Cummings, Farooqui,

Garrard, Hamed, Hughes, Hussein, Lake and

Saha.

Councillor(s) Against the Motion: Rahme.

Councillor Rahme left the Meeting at 7:36pm and returned to the Meeting at 7:40pm during the consideration of this item.





Min.692 Items Resolved by Exception

Motion (Cummings/Hussein)

That Council adopt items C03/24-484, C03/24-485 and C03/24-487 on the Council Agenda as per the recommendations in the reports.

The Motion on being Put was declared CARRIED.

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

Farooqui, Garrard, Hamed, Huang, Hughes,

Hussein, Lake, Rahme, Saha and Zaiter.

Councillor(s) Against the Motion: Nil.

Councillor Zaiter entered the Meeting at 7:43pm during the consideration of this item.

Councillor Huang joined the Meeting at 7:43pm via Audio Visual Link during the consideration of this item.

C03/24-484 Legal Report

Resolved by Exception

That the report be received.

C03/24-485 Investment Report - February 2024

Resolved by Exception

That Council receive the February 2024 Investment Report.

C03/24-487 Letter of Offer for 25 Hampden Road, South Wentworthville

Resolved by Exception

That Council:

- Endorse in-principle the letter of offer for 25 Hampden Road, South Wentworthville, regarding the dedication of land for the purpose of extending an existing local road; and
- 2. Note that the Council resolution on the letter of offer will be considered as part of the assessment development application on the site.

Min.693 C03/24-486 Six-Monthly Performance and Progress Report on the Operational Plan 2023-2024

Motion (Hamed/Farooqui)

That the report be received.





The Motion on being Put was declared **CARRIED** Unanimously.

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

Farooqui, Garrard, Hamed, Huang, Hughes,

Hussein, Lake, Rahme, Saha and Zaiter.

Councillor(s) Against the Motion: Nil.

During the consideration of this item, Councillor Christou raised a point of order, citing an alleged breach of Clause 15.11 (d) of the Code of Meeting Practice, advising that Councillor Hussein made personal insults toward another Councillor. The Mayor, Councillor Lake asked Councillor Hussein to withdraw his comment. Councillor Hussein refused to withdraw his comment, and the Mayor noted that this refusal would be recorded in the Minutes.

During the consideration of this item, Councillor Colman raised a point of order, citing an alleged breach of *the Code of Meeting Practice*, advising that Councillor Christou made an inappropriate personal remark. The Mayor, Councillor Lake asked Councillor Christou to withdraw his comment. Councillor Christou refused to withdraw his comment, and the Mayor noted that this refusal would be recorded in the Minutes.

During the consideration of this item, Councillor Saha raised a point of order, citing an alleged breach of Clause 15.11 (e) of *the Code of Meeting Practice*, advising that Councillor Christou and Councillor Hussein were not maintaining order at the meeting. The Mayor, Councillor Lake upheld the Point of Order, and asked Councillor Garrard to proceed with his speech.

Min.694 C03/24-489 Property Committee - Minutes of Meeting Held 4 March 2024

Motion (Hamed/Elmore)

That Council:

- Receive the Minutes of the Cumberland Property Committee meeting held on 4
 March 2024, and adopt the recommendations contained therein with the exception
 of Min.063 (Item PC008/24) and Min. 065 (Item PC010/24) which will be dealt with
 separately.
- 2. Include a copy of the resolutions of Council in the Minutes.

The Motion on being Put was declared **CARRIED** Unanimously.

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

Farooqui, Garrard, Hamed, Huang, Hughes,

Hussein, Lake, Rahme, Saha and Zaiter.

Councillor(s) Against the Motion: Nil.





Min.695 Closed Session

At this stage of the meeting being 8:09pm, the Mayor advised that in accordance with Section 10A(2) of the *Local Government Act 1993*, it is proposed to move into Closed Session to consider the following items:

Item PC008/24 - Update on Proposed Auburn South Community & Recreation Centre (Former Bowling Club Site) and Item PC010/24 - Planning Proposal - Reclassification of Council land at 2-10 Victoria Street East, Lidcombe as the items contain the following:

(2)(d)(i) – information involves commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

Item C03/24-491 Contract for Telecommunications – Voice, Data Network & Cloud Services as the item contains the following:

(2)(c) – involves information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

Motion (Cummings/Saha)

That in accordance with S.10A(2)(c) and (d)(i) of the Local Government Act 1993, Council enter into Closed Session to consider Items PC008/24, PC010/24 within Item C03/24-489 C03/24-489 Property Committee - Minutes of Meeting Held 4 March 2024 and item C03/24-491 - Contract for Telecommunications – Voice, Data Network & Cloud Services.

The Motion on being Put was declared **CARRIED**.

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

Farooqui, Garrard, Hamed, Huang, Hughes,

Hussein, Lake, Rahme, Saha and Zaiter.

Councillor(s) Against the Motion: Nil.

Min.696 Item PC008/24 - Update on Proposed Auburn South Community & Recreation Centre (Former Bowling Club Site)

Resolved (Elmore/Saha)

That Council receive the report and proceed with Option 1.

The Motion on being Put was declared **CARRIED**.

Councillor(s) For the Motion: Colman, Elmore, Farooqui, Hamed, Huang,

Hussein, Lake, Saha and Zaiter.

Councillor(s) Against the Motion: Christou, Garrard, Hughes, Rahme, Cummings.





ADJOURNMENT

8:48pm During closed session, the Mayor Councillor Lake adjourned the

meeting for 15 minutes during the consideration of this item in

accordance with Clause 15.13 of the Code of Meeting Practice.

9:04pm The Mayor, Councillor Lake resumed the closed session.

Councillor Rahme left the Meeting at 8:11pm and returned to the Meeting at 8:15pm during the consideration of this item.

Councillor Huang left the Meeting at 8:20pm and returned to the Meeting at 8:32pm during the consideration of this item.

Councillor Rahme left the Meeting at 8:19pm and returned to the Meeting at 8:26pm during the consideration of this item.

Councillor Colman left the meeting at 8:22pm and returned to the meeting at 8:26pm during the consideration of this item.

Councillor Farooqui left the Meeting at 8:23pm and returned to the Meeting at 8:24pm during the consideration of this item.

Min.697 Item PC010/24 - Planning Proposal - Reclassification of Council land at 2-10 Victoria Street East, Lidcombe

Resolved (Huang/Hamed)

That Council:

- Adopt the reclassification of the land at Lot 1 DP 1161392 (Council owned stormwater infrastructure), 2-10 Victoria Street East, Lidcombe that seeks to amend the Cumberland Local Environmental Plan 2021 to:
 - a) Reclassify Lot 1 DP 1161392, 2 -10 Victoria Street East (Council owned stormwater infrastructure), Lidcombe from 'Community' to 'Operational' land under the Local Government Act. 1993 and
 - b) Amend Part 1 of Schedule 4 of Cumberland LEP 2021 to identify Lot 1 DP 1161392 as 'Operational' land.
- Endorse the Planning Proposal seeking to reclassify Council land on Lot 1 DP 1161392, 2-10 Victoria Street East, Lidcombe prepared by an independent planning consultant (GLN Planning) appointed by Council to be finalised and forwarded to the Department of Planning, Infrastructure and Housing for plan making and finalisation.
- 3. Endorse the Public Hearing Report prepared by Parkland Planners for the Planning Proposal for 2-10 Victoria Street East, Lidcombe for the reclassification of land; and
- 4. Note that the Local Environmental Plan amendment will be published in New South Wales Government Gazette upon finalisation.





5. Note that the proposal does not involve any change of zoning or other planning controls applicable to the land under Cumberland LEP 2021.

The Motion on being Put was declared **CARRIED**.

Councillor(s) For the Motion: Colman, Cummings, Elmore, Farooqui,

Hamed, Huang, Hussein, Lake, Saha and

Zaiter.

Councillor(s) Against the Motion: Christou, Garrard and Hughes.

Councillor Rahme left the Meeting at 9:15pm during the consideration of this item and

did not return.

Min.698 C03/24-491 Contract for Telecommunications – Voice, Data Network & Cloud Services

Resolved (Zaiter/Elmore)

That Council:

1. Approve an exemption from approaching the market to call for tenders in accordance with s.55(3)(i) of the *Local Government Act 1993*, due to the highly specialised nature of the services required; those being WAN, Fixed Voice, and Private Cloud services across all Council sites.

- 2. Accept the proposal from TPG Australia Pty Ltd (ABN 85 003 064 328) to provide WAN, Fixed Voice, and Private Cloud services to Council for a period of 60 months.
- 3. Delegate authority to the General Manager to execute the contract for a period of 60 months for the amount of \$3,960,240 (exc. GST) and any associated documents.

The Motion on being Put was declared **CARRIED** Unanimously.

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

Farooqui, Garrard, Hamed, Huang, Hughes,

Hussein, Lake, Saha and Zaiter.

Councillor(s) Against the Motion: Nil.

Councillor Huang left the Meeting at 9:21pm and returned to the Meeting at 9:23pm during the consideration of this item.

Councillor Farooqui left the Meeting at 9:23pm and returned to the Meeting at 9:28pm during the consideration of this item.

Councillor Huang left the Meeting at 9:31pm and returned to the Meeting at 9:35pm during the consideration of this item.

Councillor Zaiter left the Meeting at 9:38pm and returned to the Meeting at 9:39pm during the consideration of this item.

Councillor Huang left the Meeting at 9:40pm and returned to the Meeting at 9:41pm during the consideration of this item.





Min.699 Extension of Time

Motion (Hamed/Elmore)

That Council in accordance with Clause 18.2 of the *Code of Meeting Practice*, extend the meeting by 1 hour to conclude at 11:00pm, or if an item being discussed is unfinished at 11:00pm, at the conclusion of that item.

The Motion on being Put was declared CARRIED.

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

Farooqui, Garrard, Hamed, Huang, Hughes,

Hussein, Lake, Saha and Zaiter.

Councillor(s) Against the Motion: Nil.

Min.700 Open Session

Motion (Elmore/Saha)

That Council resume the public meeting.

The Motion on being Put was declared **CARRIED**.

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

Farooqui, Garrard, Hamed, Huang, Hughes,

Hussein, Lake, Saha and Zaiter.

Councillor(s) Against the Motion: Nil.

On resumption of the public meeting at 9:44pm, the Mayor, Councillor Lake read out the resolutions made in Closed Session.

Council then resumed consideration of the remaining items within the agenda.

Min.701 C03/24-479 Cumberland Local Traffic Committee - 07 February 2024 - Recommendations to Council.

CTC-24-029 - The Avenue, Granville - Road Safety Concerns

Motion (Christou/ Garrard)

That Council:

- 1. Support the installation of traffic calming devices on The Avenue, Granville.
- 2. Refer the matter back to the traffic committee for further consideration.
- Base its decision on the fact that Council does not have a currently adopted LATM Policy and that the present Policy is dated March, 2008 from the former Holroyd City Council.





The Motion was withdrawn by the Mover and Seconder.

Motion (Garrard/Saha)

That items CTC-24-027, CTC-24-028, CTC-24-029, CTC-24-030, CTC-24-031, CTC-24-032, CTC-24-033, CTC-24-034, CTC-24-035, CTC-24-037, CTC-24-038, CTC-24-042, CTC-24-043, CTC-24-044, CTC-24-045, CTC-24-046, CTC-24-047, CTC-24-048, CTC-24-049, CTC-24-051 and CTC-24-057 considered by the Cumberland Local Traffic Committee at the 7 February 2024 meeting as provided in this report, be returned to the Committee for further consideration.

The Motion on being Put was declared CARRIED.

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

Hughes, Lake, Saha and Zaiter.

Councillor(s) Against the Motion: Colman, Elmore, Hamed, Huang and Hussein.

Min.702 C03/24-490 Notice of Motion - Restoration of the T2 Liverpool to City Circle via Regents Park Service

Motion (Farooqui/Huang)

That Council writes to NSW Transport Minister Jo Haylen, Shadow Minister for Transport and Roads and the Member for Auburn Lynda Voltz expressing:

- 1. The above mentioned concerns regarding Sydney Trains in the West of Bankstown area,
- 2. The need to restore the T2 Liverpool to City Circle via Regents Park (former Inner West Line) as a permanent service,
- 3. The need to maintain direct trains between Lidcombe to Bankstown in the NSW Future Transport Strategy.

The Motion on being Put was declared **CARRIED** Unanimously.

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

Farooqui, Garrard, Hamed, Huang, Hughes,

Hussein, Lake, Saha and Zaiter.

Councillor(s) Against the Motion: Nil.





Min.703

AR03/24-1 Notice of Motion to Alter Council Resolution - C03/24-480 Notice of Motion - Commitment to Gender Equity in Cumberland

Pursuant to Notice, Councillors Garrard, Christou and Hughes move that Council alter the below resolution of Council made at the Council Meeting on 6 March 2024 C03/24-480 Notice of Motion - Commitment to Gender Equity in Cumberland.

Min.676

That Council:

- 1. Recognises that gender equity is critical to enabling residents to live rewarding, safe, healthy and socially connected lives.
- 2. Develops a strategy to achieve gender equity in Cumberland where all residents are treated with respect and have equal opportunities, decision-making power and responsibilities, regardless of their gender. The gender equity strategy should promote:
- a) Leadership to ensure;
 - i. Council as a workplace provides equitable opportunities for all employees and maintains an organisational culture which supports gender equity and respect;
 - ii. decision making, resource allocation, planning, policy and service delivery addresses gender inequalities.
- b) Partnership with community and other levels of government to ensure equitable opportunities, decision-making power and responsibilities, regardless of gender.
- c) Economic security regardless of gender during working life and retirement.
- d) Capacity building to build community safety and respect
- 3. Integrates the gender equity strategy into Council's planning and reporting framework to ensure priorities are included in Councils projects and programs.
- 4. Allocate funding for the preparation of the Strategy through the Community Reserve.

Motion (Garrard/Christou)

That Council recognises:

- And supports gender equity enabling residents to live rewarding, safe healthy and socially content lives, further that Council's adopted action plans together with related legislation adequately enable capacity building and gender equity strategies ensuring priorities are included in Council's projects and programs.
- 2. That the Council's existing policies and strategies are proper and appropriate, enabling residents to be treated with respect and have equal opportunities, decision making powers and responsibilities, regardless of their gender.
- 3. That the adopted policy of "Access and Equity" thoroughly supports inclusiveness and diversity and is intimately interfaced with all areas of existing government legislation.
- 4. That Council's adopted "Recruitment and Employment" policy ensures consistent employment criteria across all areas of the organisation free of bias, ensuring applicants are chosen based on merit.
- 5. That these policies should be reviewed as required enabling the maintenance of best practice within the local government industry.





The Motion on being Put was declared LOST.

Councillor(s) For the Motion: Christou, Garrard and Hughes.

Councillor(s) Against the Motion: Colman, Farooqui, Hamed, Huang, Lake and

Saha.

During the consideration of this item, Councillor Christou raised a point of order, citing an alleged breach of Clause 15.11 (d) of *the Code of Meeting Practice*, advising that Councillor Hamed made false allegations. The Mayor, Councillor Lake did not uphold the point of order.

During the consideration of this item, Councillor Colman raised a point of order, advising that Councillor Garrard addressed her rudely. The Mayor, Councillor Lake asked Councillor Garrard to withdraw his comment. Councillor Garrard did not withdraw his comment and Councillor Colman requested that this refusal be recorded in the Minutes.

Councillor Huang left the Meeting at 10:31pm and returned to the Meeting at 10:35pm during the consideration of this item.

Councillor Cummings left the Meeting at 10:48pm and returned to the Meeting at 10:50pm during the consideration of this item.

Councillor Cummings left the Meeting at 10:51pm during the consideration of this item and did not return.

Councillor Christou left the Meeting at 10:52pm and returned to the Meeting at 10:53pm during the consideration of this item.

Councillor Huang left the Meeting at 10:53pm and returned to the Meeting at 10:56pm during the consideration of this item.

Councillor Zaiter left the Meeting at 10:54pm during the consideration of this item and did not return.

Councillor Hussein left the Meeting at 10:55pm during the consideration of this item and did not return.

Councillor Elmore left the Meeting at 11:01pm during the consideration of this item and did not return.

Councillor Huang left the Meeting at 11:02pm and returned to the Meeting at 11:03pm during the consideration of this item.





The Mayor, Councillor Lake closed the meeting at 11:04pm.					
Chairperson					





Appendix 1 Resolutions of the Council following consideration of the recommendations of the Property Committee Meeting held at Merrylands Administration Building, 16 Memorial Avenue, Merrylands NSW 2160 on Monday 4 March 2024.

Council received the Minutes of the Property Committee held on 4 March 2024 and adopted the recommendations with the exception of items PC008/24 and PC010/24 which were resolved by Council separately. The resolutions of Council are below.

ITEM PC002/24 - Update on Committee Resolutions

RESOLVED

That Council receive the status update on Committee resolutions and organise a site inspection of 27 Monitor Road, Merrylands.

ITEM PC003/24 - Update on General Property Leases/Transactions

RESOLVED

That Council receive the update.

ITEM PC004/24 - Further Report on Proposed Acquisition - Berala

RESOLVED

That Council:

- 1. Proceed with the voluntary acquisition of 27 London Road, Berala, being Lot 11/DP21735;
- 2. Authorise the General Manager to make an offer to purchase the property in accordance with the formal valuation report and financial implications outlined in this report;
- 3. Delegate authority to the General Manager to execute on behalf of Council any documents associated with the proposed acquisition.

ITEM PC005/24 - Further Report - Unsolicited Request for Property Acquisition - Granville

RESOLVED

That Council:

- 1. Proceed with the voluntary acquisition of 11A John Street, Granville, (Lot 54/DP277) for the purposes of flood mitigation for the agreed amount of \$280,000 in accordance with the valuation report; and
- 2. Resolve to classify 11A John Street, Granville, (Lot 54/DP277) as Operational Land in accordance with S.31(2) of the *Local Government Act 1993*; and





3. Delegate authority to the General Manager to execute on behalf of Council any documents associated with the proposed acquisition.

ITEM PC006/24 - Further Report - Proposed Acquisitions of 83-89 Frances St and 6-8 Edith St, Lidcombe

RESOLVED

That Council:

- 1. Not proceed with the proposed property acquisitions for 83-89 Frances Street and 6-8 Edith Street, Lidcombe, in response to landowner concerns; and
- 2. Progress the preparation of a planning proposal for 83-89 Frances Street and 6-8 Edith Street, Lidcombe, seeking to:
 - Remove the proposed land acquisition of these sites for the purposes of open space, and
 - Rezone the sites from RE1 Public Recreation to R3 Medium Density Residential, as provided for adjoining properties.
- 3. Pursue other options for the provision of open space for Lidcombe and provide a report back to the Committee in future.

ITEM PC007/24 - Merrylands Town Centre - Strategic Property Review

RESOLVED

The Council:

- 1. Receive the report.
- 2. Endorse the preparation and finalisation of a concept and detailed design.
- 3. Authorise the General Manager to undertake a formal valuation report for 28-36 McFarlane Street Merrylands and 7 Memorial Ave Merrylands, funded by the Property Reserve.
- 4. Receive a further report at a future Property Committee Meeting in relation to this report and associated actions.

ITEM PC008/24 - Update on Proposed Auburn South Community & Recreation Centre (Former Bowling Club Site)

RESOLVED

That Council receive the report and proceed with Option 1.





ITEM PC009/24 - Update on Council Resolution & Proposed Expression Of Interest Process - Oriole Park Site, Auburn

RESOLVED

That Council:

- 1. Note the update on the previous resolution on this matter of 3 February 2021 (Min.1017).
- Endorse a new Expressions of Interest (EOI) process being called, seeking proposals for a long term lease over part of Oriole Park and the former Auburn Oriole Baseball Club House located at 27-29 Tavistock St, Auburn (Lot 83 in DP 743655 & Lot 106 in DP 743655).
- 3. Receive the outcome of the EOI process run at a future Property Committee meeting for consideration.

ITEM PC010/24 - Planning Proposal - Reclassification of Council land at 2-10 Victoria Street East, Lidcombe

RESOLVED

That Council:

- Adopt the reclassification of the land at Lot 1 DP 1161392 (Council owned stormwater infrastructure), 2-10 Victoria Street East, Lidcombe that seeks to amend the Cumberland Local Environmental Plan 2021 to:
 - a) Reclassify Lot 1 DP 1161392, 2 -10 Victoria Street East (Council owned stormwater infrastructure), Lidcombe from 'Community' to 'Operational' land under the Local Government Act, 1993 and
 - b) Amend Part 1 of Schedule 4 of Cumberland LEP 2021 to identify Lot 1 DP 1161392 as 'Operational' land.
- Endorse the Planning Proposal seeking to reclassify Council land on Lot 1 DP 1161392, 2-10 Victoria Street East, Lidcombe prepared by an independent planning consultant (GLN Planning) appointed by Council to be finalised and forwarded to the Department of Planning, Infrastructure and Housing for plan making and finalisation.
- Endorse the Public Hearing Report prepared by Parkland Planners for the Planning Proposal for 2-10 Victoria Street East, Lidcombe for the reclassification of land; and
- 4. Note that the Local Environmental Plan amendment will be published in New South Wales Government Gazette upon finalisation.
- 5. Note that the proposal does not involve any change of zoning or other planning controls applicable to the land under Cumberland LEP 2021.





ITEM PC011/24 - Proposed Granting of Drainage EasEment - 6 Mountford Avenue, Greystanes Through Haywood PI Reserve

RESOLVED

That Council:

- In accordance with Section 46 of the Local Government Act 1993, approve the creation of a drainage easement at the rear of 6 Mountford Avenue, Greystanes over Council owned land known as Haywood Place Reserve located at 11 Millicent Street, Greystanes (Lot 42 DP 238202) in accordance with DA2022/0570, subject to an independent valuation and compensation being paid to Council;
- 2. The final drainage easement location and design is subject to expert advice of Council's Engineering team; and
- 3. The drainage easement approval is subject to a public notification process being undertaken.

ITEM PC012/24 - Proposed Acquisition of Corner Splay - South Granville

RESOLVED

The Council not proceed with the acquisition of a splay corner of 1.2m by 1.2m at 160 Clyde Street Granville (Lot 1 DP135669).

ITEM PC014/24 - Unsolicited Proposal - Wentworthville

RESOLVED

That Council receive the report and not proceed with the proposal.



Item No: C04/24-493

LEGAL REPORT

Directorate: General Manager Responsible Officer: General Counsel

Community Strategic Plan Goal: Providing Local Leadership

SUMMARY

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

RECOMMENDATION

That the report be received.

REPORT

This report provides Council with a summary of the status of litigation for which Council is a party to. It does not include the following types of legal proceedings:

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

The report is current to 3 April 2024. It does not capture changes that have occurred between that date and the date the report is considered by Council.

COMMUNITY ENGAGEMENT

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

POLICY IMPLICATIONS

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

RISK IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

CONCLUSION

This is an information report with the legal register of current litigation provided as a confidential attachment.



ATTACHMENTS

1. Litigation register (confidential)

Note: Included in Closed Business Paper in accordance with Section 10A(2)(g) of the Local Government Act as the information involves advice concerning litigation, or advice as comprises a discussion of this matter, that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.



Item No: C04/24-494

INVESTMENT REPORT - MARCH 2024

Directorate: Corporate Performance

Responsible Officer: Director Corporate Performance (Deputy GM)
Community Strategic Plan Goal: Delivering Sustainable Infrastructure and Services

SUMMARY

This report provides an update on the performance and compliance of Council's investment portfolio for the month of March 2024.

RECOMMENDATION

That Council receive the March 2024 Investment Report.

REPORT

Included in this report are the following items that highlight Council's investment portfolio performance for March 2024.

Council Investments as at 31 March 2024

Council's investment portfolio has a current market value of \$228,866,667 and has returned 4.86% in the last 12 months. The following table reflects Council's holding in various investment categories:

Categories	Face Value (\$)	Purchase Price (\$)	Current Value (\$)	12 Month Return (%)
Bonds	7,800,000	7,789,975	7,829,666	3.71
Cash	6,440,471	6,440,471	6,440,471	4.03
Floating Rate Note	45,000,000	45,017,440	45,330,065	5.02
Managed Funds	13,364,004	12,000,000	13,364,004	8.77
Term Deposit	152,000,000	152,000,000	155,902,461	4.63
	224,604,475	223,247,886	228,866,667	4.86

Face Value = capital value to be repaid upon maturity

Purchase Price = capital value +/- premiums or discounts

Current Value = current market value + accrued interest

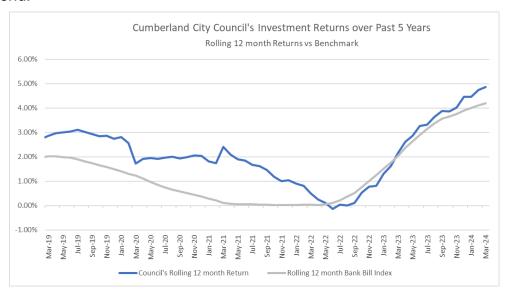


Investment Portfolio Performance

Council's investment portfolio returned 0.48% (actual) for the month on a marked-to-market basis versus the bank bill index benchmark's 0.37% (actual) return. Council's managed fund investments may experience monthly volatility as financial markets undergo changes in outlook. However, such investments are expected to yield a favourable return over the long term. For the past 12 months, the investment portfolio has returned 4.86% versus the benchmark's 4.19%.

As at 31 March 2024 the cumulative interest earned was \$8,850,538. This is \$2,291,788 higher than the year-to-date budget of \$6,558,750.

The performance chart below shows Council's rolling 12 monthly return versus benchmark over the past 5 years. Each data point is the 12 month return for the stated month end:



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

Preservation of capital is the prime objective of the investment portfolio. Investments are placed in a manner that seeks to ensure security and safeguarding of the investment portfolio. This includes managing credit and interest rate risk within identified thresholds and parameters that is both set in Council's Investment Policy and guided by the investment advisor.

FINANCIAL IMPLICATIONS

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



CONCLUSION

Council hereby certifies that the investments listed within this report have been made in accordance with Section 625 of the *Local Government Act 1993*, Clause 212 of the *Local Government (General) Regulation 2021* and Council's Investment Policy.

ATTACHMENTS

- 1. Investment Report March 2024 J
- 2. Investment Commentary March 2024 (Additional Attachment)

DOCUMENTS ASSOCIATED WITH REPORT C04/24-494

Attachment 1 Investment Report March 2024





Investment Summary Report March 2024

PRUDENTIAL INVESTMENT SERVICES CORP

Page 1 of 11.



Cumberland City Council Investment Summary Report - March 2024

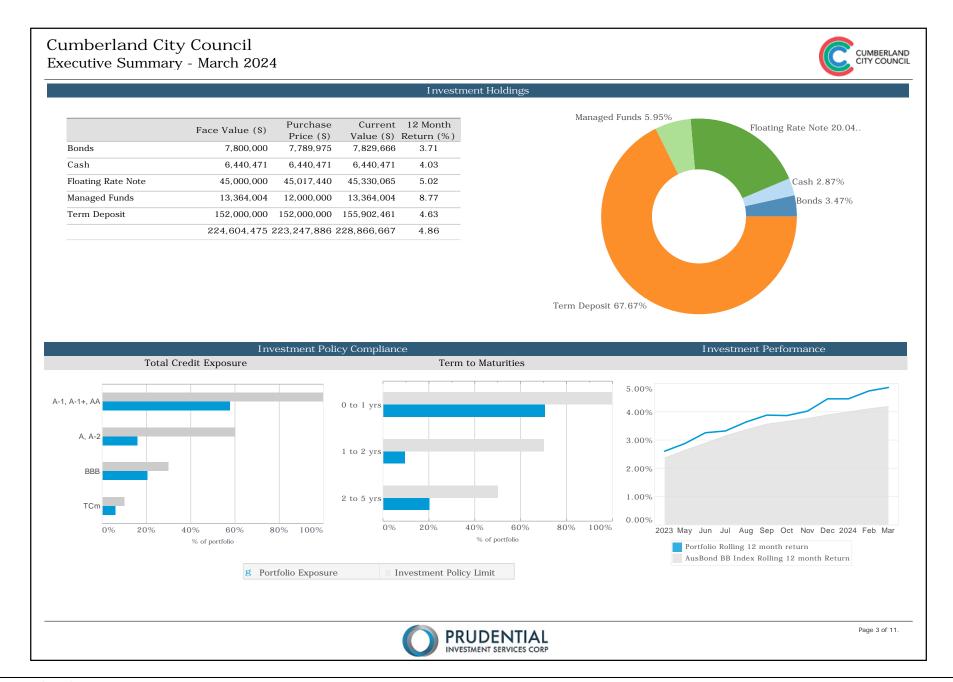


Contents	
Executive Summary	Page 3
Investment Summary Report	Page 4
Actual Interest Report	Page 7
Investment Performance Report	Page 8
Investment Policy Compliance Report	Page 9
Individual Institutional Exposures Report	Page 10
Investment Cashflows Report	Page 11



Page 2 of 11.







Cumberland City Council Investment Holdings Report - March 2024



Cash Accounts						
Face	Current	Institution	Credit	Current	Deal	
Value (\$)	Rate (%)	Histitution	Rating	Value (\$)	No.	
1,440,470.99	4.1000%	Commonwealth Bank of Australia	A-1+	1,440,470.99	250385	
5,000,000.00	4.3500%	Commonwealth Bank of Australia	A-1+	5,000,000.00	533672	
6,440,470.99	4.2941%			6,440,470.99		

Managed Funds							
Face	Monthly	To all all a	Credit	Capital	Current	Deal	Funds Name
Value (\$) F	Return (%)	Institution	Rating	Base (\$)	Value (\$)	No.	runds Name
13.364.004.21	1.2378%	NCW T C (MT)	ТС	12 000 000 00	13,364,004.21	F00047	Medium Term
13,304,004.21	1.23/8%	NSW T-Corp (MT)	TCm	12,000,000.00	13,364,004.21	338047	Growth Fund
13,364,004.21	1.2378%				13,364,004.21		

Term Dep	osits										
Purchase	3	Term	Face	Current	Institution	Credit	Purchase	Current	Deal	Accrued	Coupon
Date	Date	Days	Value (\$)	Rate (%)	Thorregion	Rating	Price (\$)	Value (\$)	No.	Interest (\$)	Frequency
3-Apr-23	3-Apr-24	366	4,000,000.00	4.9000%	AMP Bank	A-2	4,000,000.00	4,195,463.01	543982	195,463.01	At Maturity
1-Jun-23	3-Apr-24	307	4,000,000.00	5.0600%	Commonwealth Bank of Australia	A-1+	4,000,000.00	4,169,128.77	544140	169,128.77	At Maturity
2-May-23	1-May-24	365	4,000,000.00	4.9000%	AMP Bank	A-2	4,000,000.00	4,179,890.41	544056	179,890.41	At Maturity
28-Jun-23	28-May-24	335	4,000,000.00	5.6000%	Bendigo and Adelaide Bank	A-2	4,000,000.00	4,170,608.22	544240	170,608.22	At Maturity
30-Nov-23	29-May-24	181	4,000,000.00	5.3700%	Suncorp Bank	A-1	4,000,000.00	4,072,384.66	544677	72,384.66	At Maturity
1-Jun-23	5-Jun-24	370	4,000,000.00	5.0700%	Commonwealth Bank of Australia	AA-	4,000,000.00	4,050,561.09	544142	50,561.09	SemiAnnually
4-Aug-23	5-Jun-24	306	4,000,000.00	5.5200%	Commonwealth Bank of Australia	A-1+	4,000,000.00	4,145,788.49	544352	145,788.49	At Maturity
8-Aug-23	11-Jun-24	308	4,000,000.00	5.5100%	Commonwealth Bank of Australia	A-1+	4,000,000.00	4,143,109.04	544358	143,109.04	At Maturity
4-Aug-23	12-Jun-24	313	4,000,000.00	5.5200%	Commonwealth Bank of Australia	A-1+	4,000,000.00	4,145,788.49	544353	145,788.49	At Maturity
22-Jun-23	25-Jun-24	369	4,000,000.00	5.5900%	Bank of Queensland	A-2	4,000,000.00	4,173,979.18	544219	173,979.18	At Maturity
8-Aug-23	1-Jul-24	328	4,000,000.00	5.5300%	Commonwealth Bank of Australia	A-1+	4,000,000.00	4,143,628.49	544357	143,628.49	At Maturity
4-Sep-23	9-Jul-24	309	4,000,000.00	5.2000%	National Australia Bank	A-1+	4,000,000.00	4,119,671.23	544462	119,671.23	At Maturity
27-Jul-23	26-Jul-24	365	3,000,000.00	5.5500%	AMP Bank	A-2	3,000,000.00	3,113,584.93	544340	113,584.93	Annually
19-Aug-22	19-Aug-24	731	4,000,000.00	4.1500%	Westpac Group	A-1+	4,000,000.00	4,019,101.37	543198	19,101.37	Quarterly
28-Aug-23	27-Aug-24	365	4,000,000.00	5.4200%	Commonwealth Bank of Australia	A-1+	4,000,000.00	4,128,892.05	544432	128,892.05	At Maturity
28-Aug-23	27-Aug-24	365	4,000,000.00	5.4200%	Commonwealth Bank of Australia	A-1+	4,000,000.00	4,128,892.05	544433	128,892.05	At Maturity



Page 4 of 11.



Cumberland City Council Investment Holdings Report - March 2024



Purchase		Term	Face	Current	Institution	Credit	Purchase	Current	Deal	Accrued	Coupon
Date	Date	Days	Value (\$)	Rate (%)		Rating	Price (\$)	Value (\$)	No.	Interest (\$)	Frequency
4-Sep-23	3-Sep-24	365	4,000,000.00	5.2100%	National Australia Bank	A-1+	4,000,000.00	4,119,901.37	544459	119,901.37	At Maturity
6-Sep-23	4-Sep-24	364	4,000,000.00	5.2500%	National Australia Bank	A-1+	4,000,000.00	4,119,671.23	544474	119,671.23	At Maturity
24-Aug-22	24-Sep-24	762	4,000,000.00	4.4200%	Westpac Group	A-1+	4,000,000.00	4,016,953.42	543213	16,953.42	Quarterly
29-Nov-23	15-Oct-24	321	4,000,000.00	5.5000%	Suncorp Bank	A-1	4,000,000.00	4,074,739.73	544674	74,739.73	At Maturity
29-Aug-22	29-Oct-24	792	4,000,000.00	4.4500%	Westpac Group	A-1+	4,000,000.00	4,015,605.48	543244	15,605.48	Quarterly
1-Nov-23	5-Nov-24	370	4,000,000.00	5.5500%	Westpac Group	A-1+	4,000,000.00	4,092,449.32	544607	92,449.32	At Maturity
29-Nov-23	26-Nov-24	363	4,000,000.00	5.5200%	Suncorp Bank	A-1	4,000,000.00	4,075,011.51	544675	75,011.51	At Maturity
30-Nov-23	27-Nov-24	363	4,000,000.00	5.4600%	Suncorp Bank	A-1	4,000,000.00	4,073,597.81	544678	73,597.81	At Maturity
6-Dec-23	10-Dec-24	370	4,000,000.00	5.2600%	Suncorp Bank	A-1	4,000,000.00	4,067,443.29	544702	67,443.29	At Maturity
13-Dec-22	11-Dec-24	729	3,000,000.00	4.5600%	Commonwealth Bank of Australia	A-1+	3,000,000.00	3,033,917.87	543649	33,917.87	SemiAnnually
29-Feb-24	13-Jan-25	319	4,000,000.00	5.1200%	Suncorp Bank	A-1	4,000,000.00	4,017,955.07	544890	17,955.07	At Maturity
13-Feb-24	11-Feb-25	364	4,000,000.00	5.2000%	Suncorp Bank	A-1	4,000,000.00	4,027,353.42	544841	27,353.42	At Maturity
17-Feb-23	17-Feb-25	731	4,000,000.00	4.8700%	Commonwealth Bank of Australia	A-1+	4,000,000.00	4,048,298.25	543841	48,298.25	SemiAnnually
20-Feb-24	19-Feb-25	365	3,000,000.00	5.1000%	National Australia Bank	A-1+	3,000,000.00	3,017,186.30	544855	17,186.30	At Maturity
29-Feb-24	10-Mar-25	375	4,000,000.00	5.0600%	Suncorp Bank	A-1	4,000,000.00	4,017,744.66	544891	17,744.66	At Maturity
28-Jun-23	25-Jun-25	728	4,000,000.00	5.5500%	Bendigo and Adelaide Bank	BBB+	4,000,000.00	4,169,084.93	544241	169,084.93	At Maturity
6-Dec-23	9-Dec-25	734	4,000,000.00	5.3000%	Bank of Queensland	BBB+	4,000,000.00	4,067,956.16	544701	67,956.16	Annually
20-Jul-23	21-Jul-26	1097	4,000,000.00	5.4000%	Bank of Queensland	BBB+	4,000,000.00	4,151,495.89	544330	151,495.89	Annually
27-Jul-23	27-Jul-26	1096	4,000,000.00	5.4500%	AMP Bank	BBB	4,000,000.00	4,148,717.81	544341	148,717.81	Annually
5-Aug-22	4-Aug-27	1825	3,000,000.00	4.6000%	Bank of Queensland	BBB+	3,000,000.00	3,089,983.56	543151	89,983.56	Annually
31-Aug-22	30-Aug-27	1825	4,000,000.00	5.0000%	Bank of Queensland	BBB+	4,000,000.00	4,117,260.27	543267	117,260.27	Annually
28-Jun-23	28-Jun-28	1827	4,000,000.00	5.4000%	Bank of Queensland	BBB+	4,000,000.00	4,164,515.07	544246	164,515.07	Annually
29-Nov-23	22-Nov-28	1820	4,000,000.00	5.5300%	Bank of Queensland	BBB+	4,000,000.00	4,075,147.40	544676	75,147.40	Annually
			152,000,000.00	5.2136%	·		152,000,000.00	155,902,461.30		3,902,461.30	

Floating I	Rate Note	S									
Purchase	Maturity	Term	Face	Current	Security Name	Credit	Purchase	Current	Deal	Accrued	Next Coupon
Date	Date	Days	Value (\$)	Rate (%)	Security Name	Rating	Price (\$)	Value (\$)	No.	Interest (\$)	Date
29-Aug-19	18-Jul-24	1785	4,000,000.00	5.3800%	BoQ Snr FRN (Jul24) BBSW+1.03%	A-2	4,021,640.00	4,048,629.59	538417	43,629.59	18-Apr-24
12-Aug-19	30-Jul-24	1814	2,500,000.00	5.1243%	SUN Snr FRN (Jul24) BBSW+0.78%	A-1	2,495,800.00	2,525,385.73	538383	21,760.73	30-Apr-24



Page 5 of 11.



Cumberland City Council Investment Holdings Report - March 2024



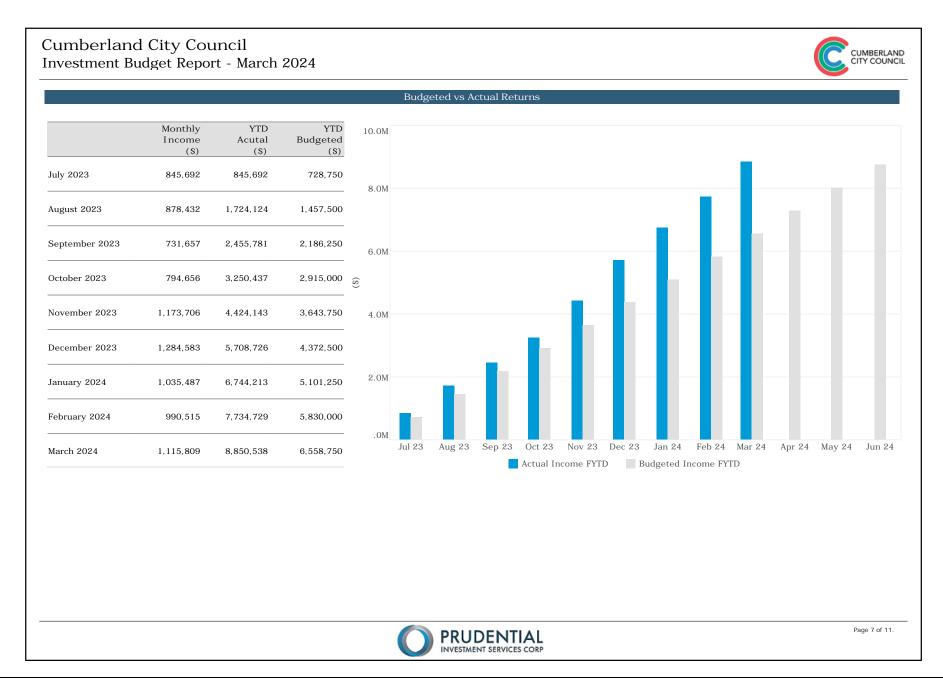
Next Coupon	Accrued	Deal	Current	Purchase	Credit	Security Name	Current	Face	Term	Maturity	Purchase
Date	Interest (\$)	No.	Value (\$)	Price (\$)	Rating	Security ivalle	Rate (%)	Value (\$)	Days	Date	Date
7-May-24	22,853.10	538349	3,027,900.06	3,000,000.00	A-1	MAC Snr FRN (Aug24) BBSW+0.80%	5.1490%	3,000,000.00	1827	7-Aug-24	7-Aug-19
29-May-24	8,951.23	538412	2,013,062.29	2,000,000.00	A-1+	ANZ Snr FRN (Aug24) BBSW+0.77%	5.1050%	2,000,000.00	1827	29-Aug-24	29-Aug-19
6-May-24	33,564.41	539180	4,039,364.41	4,000,000.00	A-2	NPBS Snr FRN (Feb25) BBSW+1.12%	5.4692%	4,000,000.00	1827	4-Feb-25	4-Feb-20
17-Jun-24	3,869.29	542437	2,009,827.31	2,000,000.00	A-1+	WBC Snr FRN (Mar25) BBSW+0.69%	5.0439%	2,000,000.00	1096	17-Mar-25	17-Mar-22
23-May-24	8,721.94	542776	1,507,206.94	1,500,000.00	BBB+	RACQ Snr FRN (May25) BBSW+1.25%	5.5851%	1,500,000.00	1096	23-May-25	23-May-22
29-Apr-24	28,253.69	542666	3,039,233.69	3,000,000.00	BBB+	BoQ Snr FRN (Oct25) BBSW+1.10%	5.4564%	3,000,000.00	1279	29-Oct-25	29-Apr-22
24-May-24	12,590.51	543828	2,264,458.01	2,250,000.00	BBB+	RACQ Snr FRN (Feb26) BBSW+1.50%	5.8356%	2,250,000.00	1096	24-Feb-26	24-Feb-23
7-May-24	15,001.29	541296	2,000,861.29	2,000,000.00	BBB+	BoQ Snr FRN (May26) BBSW+0.63%	4.9777%	2,000,000.00	1826	6-May-26	6-May-21
24-May-24	10,921.38	541749	2,399,281.38	2,400,000.00	AA-	NAB Snr FRN (Aug26) BBSW+0.41%	4.7456%	2,400,000.00	1826	24-Aug-26	24-Aug-21
17-Jun-24	8,988.67	541883	3,986,388.67	4,000,000.00	A+	SUN Snr FRN (Sep26) BBSW+0.48%	4.8248%	4,000,000.00	1826	15-Sep-26	15-Sep-21
23-Apr-24	20,229.29	544802	1,833,106.49	1,800,000.00	BBB	GSB Snr FRN (Oct26) BBSW+1.60%	5.9450%	1,800,000.00	1004	23-Oct-26	23-Jan-24
29-Apr-24	17,800.18	542003	2,010,780.18	2,000,000.00	BBB+	BoQ Snr FRN (Oct26) BBSW+0.80%	5.1564%	2,000,000.00	1826	27-Oct-26	27-Oct-21
17-May-24	15,249.45	544638	2,265,249.45	2,250,000.00	BBB	POL Snr FRN (Nov26) BBSW+1.55%	5.8900%	2,250,000.00	1096	17-Nov-26	17-Nov-23
15-Apr-24	15,980.77	542234	1,516,985.77	1,500,000.00	AA-	CBA Snr FRN (Jan27) BBSW+0.70%	5.0502%	1,500,000.00	1826	14-Jan-27	14-Jan-22
27-May-24	15,513.07	542353	3,218,073.07	3,200,000.00	AA-	NAB Snr FRN (Feb27) BBSW+0.72%	5.0556%	3,200,000.00	1826	25-Feb-27	25-Feb-22
14-Jun-24	4,414.29	543632	1,624,270.29	1,600,000.00	A+	SUN Snr FRN (Dec27) BBSW+1.25%	5.5945%	1,600,000.00	1826	14-Dec-27	14-Dec-22
	308,292.88		45,330,064.62	45,017,440.00			5.2765%	45,000,000.00			

Fixed Rat	e Bonds										
Purchase	Maturity	Term	Face	Current	Security Name	Credit	Purchase	Current	Deal	Accrued	Purchase
Date	Date	Days	Value (\$)	Rate (%)	Security Name	Rating	Price (\$)	Value (\$)	No.	Interest (\$)	Yield
12-May-22	12-May-25	1096	2,500,000.00	4.0500%	ANZ Snr Bond (May25) 4.05%	AA-	2,499,800.00	2,524,192.31	542750	38,942.31	4.0530%
11-Aug-22	11-Aug-25	1096	2,300,000.00	3.9000%	WBC Snr Bond (Aug25) 3.90%	AA-	2,291,375.00	2,291,444.00	543159	12,075.00	4.0340%
22-Aug-22	22-Aug-25	1096	1,600,000.00	4.4000%	SUN Snr Bond (Aug25) 4.40%	A+	1,598,800.00	1,600,854.86	543181	7,542.86	4.4270%
14-Sep-23	14-Sep-26	1096	1,400,000.00	4.9460%	MAC Snr Bond (Sep26) 4.946%	A+	1,400,000.00	1,413,174.39	544493	3,350.52	4.9460%
			7,800,000.00	4.2384%			7,789,975.00	7,829,665.56		61,910.69	4.2844%



Page 6 of 11.







Cumberland City Council CUMBERLAND CITY COUNCIL Investment Performance Report - March 2024 Historical Performance Summary 5.00% 4.00% 3.00% 2.00% 1.00% 0.00% Apr 23 May 23 Jun 23 Jul 23 Aug 23 Sep 23 Oct 23 Nov 23 Dec 23 Jan 24 Feb 24 Mar 24 Portfolio Rolling 12 month Return AusBond BB Index Rolling 12 month Return Historical Performance Summary (Annualised) Historical Performance Summary (Actual) 1 month 3 months 6 months FYTD 12 months 1 month 3 months 6 months FYTD 12 months Portfolio Return (1) 5.85% 5.73% 5.67% 5.27% 4.86% Portfolio Return (1) 0.48% 1.40% 2.80% 3.95% 4.86% 4.41% 4.42% 4.19% Index Return (2) 0.37% 1.09% 2.15% 3.26% 4.19% Index Return (2) 4.34% 4.35% Outperformance (3) 1.44% 1.31% 1.33% 0.92% 0.67% Outperformance (3) 0.11% 0.31% 0.65% 0.69% 0.67% (1) Portfolio Return is the annualised rate of return for the portfolio for the specified period (1) Portfolio Return is the annualised rate of return for the portfolio for the specified period (2) The Index Return is the Bloomberg AusBond Bank Bill Index

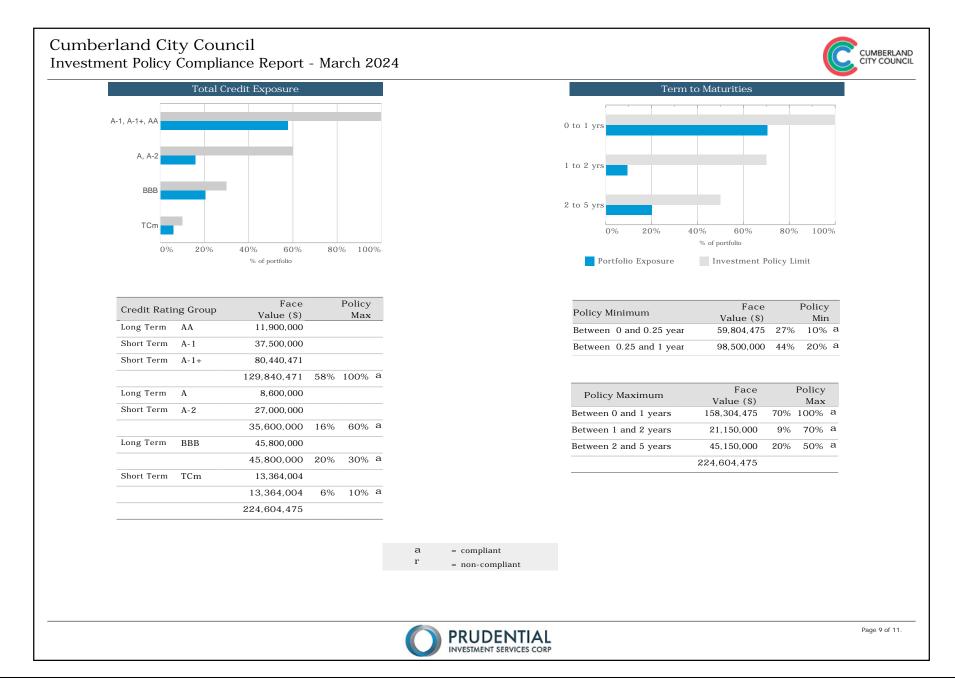
- (2) The Index Return is the Bloomberg AusBond Bank Bill Index
- (3) Outperformance is the excess of the Portfolio Return over the Index Return

(3) Outperformance is the excess of the Portfolio Return over the Index Return

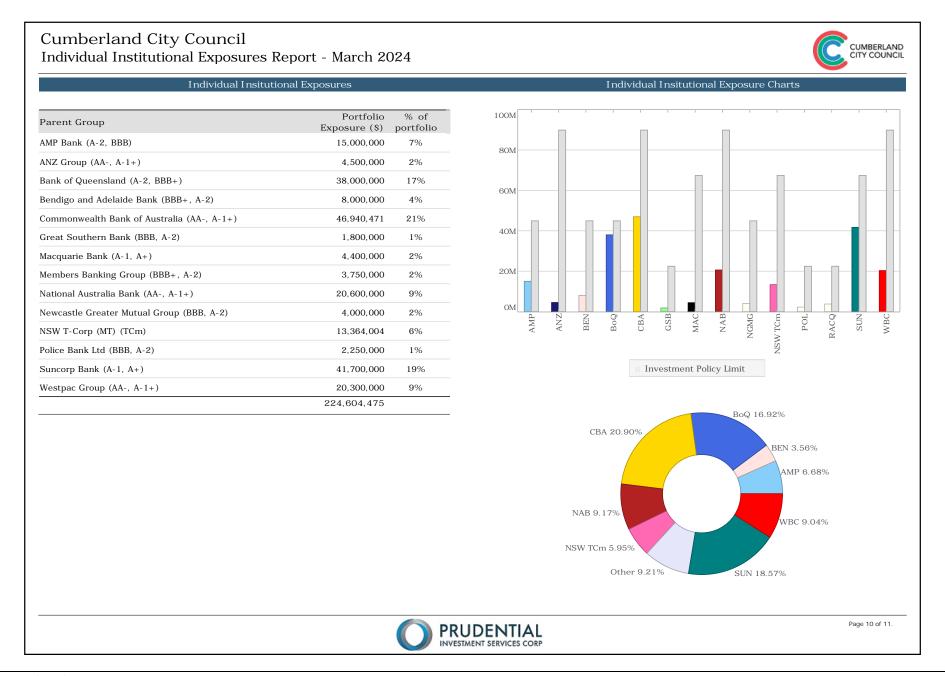


Page 8 of 11.











Cumberland City Council Investment Cashflows Report - March 2024





25.0M										
20.0M										
15.0M										
(\$) 15.0M W0.0M										
5.0M										
. OM	Mav24	Jun24	Jul24	Aug24	Sep24	Oct24	Nov24	Dec24	Jan25	Feb25 Mar

Hist	torical Portfolio Balance	
	2022-2023	2023-2024
July	188,287,626	221,834,523
August	225,042,736	241,234,698
September	222,277,972	238,887,959
October	217,732,383	232,534,249
November	221,480,048	241,658,710
December	214,079,789	236,992,528
January	212,689,697	225,003,122
February	223,933,293	233,126,658
March	224,928,431	224,604,475
April	219,808,280	
May	224,787,407	
June	216,321,077	

Average 12 month	Portfolio Balance	229,732,807
	Upcoming Cashflow Summary	
		Amount
April-24		8,564,454
May-24		12,981,318
June-24		21,187,167
July-24		18,841,957
August-24		18,286,792
September-24		12,563,089
October-24		8,336,057
November-24		13,169,382
December-24		7,582,537
January-25		4,390,510
February-25		15,701,634
March-25		6,337,138

PRUDENTIAL INVESTMENT SERVICES CORP

Page 11 of 11.



Item No: C04/24-495

DRAFT OPERATIONAL PLAN AND FEES AND CHARGES 2024-2025

Directorate: Corporate Performance

Responsible Officer: Director Corporate Performance (Deputy GM)

Community Strategic Plan Goal: Providing Local Leadership

SUMMARY

This report introduces the updated Integrated Planning and Reporting documents consisting of:

- Draft Operational Plan 2024-2025
- Draft Fees & Charges 2024-2025

Following the annual process of reviewing service delivery, activities and financial planning and projection, these documents have been drafted for public review. Upon completion of the public exhibition period, all feedback will be considered with necessary amendments made. The final documents will then be submitted to Council for adoption in June 2024.

RECOMMENDATION

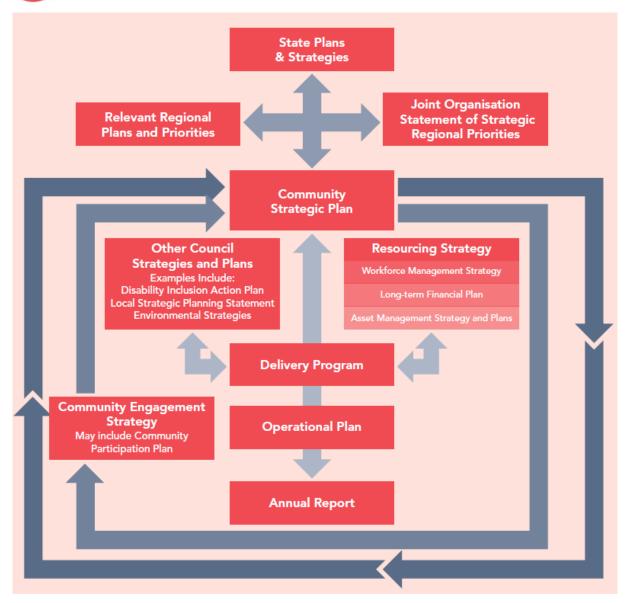
That Council place the *Draft Operational Plan 2024-2025 and Draft Fees and Charges 2024-2025* on public exhibition for a period of 28 days, with a report to be provided back to Council following the conclusion of the exhibition period.

REPORT

Integrated Planning and Reporting (IP&R) is a framework that each NSW Council must implement to ensure long term planning for the area is guided by community engagement. The Framework (shown below) requires Council to have in place a cascading set of plans, which translates community priorities into action, and seeks to answer four key questions:

- 1. Where are we now?
- 2. Where do we want to go?
- 3. How will we get there?
- 4. How will we know when we have arrived?





In short, Council must have in place:

- A 10-year Community Strategic Plan (CSP) that reflects the long-term goals and aspirations of the whole community.
- A four-year Delivery Program that translates community priorities into principal activities the Council will focus on during its term to advance towards the CSP's vision.
- An annual Operational Plan that outlines the specific activities Council will undertake over the year, which includes the budget and other statutory information.
- A four-year Resourcing Strategy detailing how Council intends to sustainably allocate resources to support these plans.
- A reporting framework on the performance and progress of these plans.



As part of this strategic framework, the *Draft Operational Plan 2024-2025* and the *Draft Fees and Charges 2024-2025* have been reviewed and prepared for public exhibition.

The *Draft Operational Plan 2024-2025* (Attachment 1) introduces Council's detailed Service Plans, covering all 38 frontline and internal service offerings. In this document there is a detailed description of each service, its deliverables, a breakdown of the full net cost of service detailing income and expenditure distribution and specific key performance indicators. Additionally, this document contains Council's annual budget, rates, capital works, fees and charges (presented as a separate document), and other statutory information.

Progress with the Plan will be reported through six-monthly and annual reports. These reports transparently communicate the extent of Council's achievement in delivering on the commitments in the document.

The *Draft Fees and Charges 2024-2025* are a sub-section of the *Draft Operational Plan 2024-2025* and are presented as a separate document (Attachment 2) for ease of presentation.

If endorsed by Council, these draft documents will be publicly exhibited for 28 days for community consultation and returned to Council in June 2024 for consideration and adoption.

COMMUNITY ENGAGEMENT

The draft documents will be exhibited for a period of 28 days in line with Council's Community Engagement Strategy with comments from the public strongly encouraged.

POLICY IMPLICATIONS

The Operational Plan 2024-2025 will form part of the set of primary policy documents of Council. This document sets out the primary actions Council commits to delivering over the financial year. Changes to this document by way of addition or deletion of activities require Council resolution.

RISK IMPLICATIONS

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

FINANCIAL IMPLICATIONS

The Operational Plan 2024-2025 contains the draft budget for the same financial year.

CONCLUSION

Council has committed to the delivery of an ambitious package of services, infrastructure and facilities within its Draft Operational Plan 2024-2025 at Attachment 1. The fees and charges proposed for the same period are also contained at Attachment 2, and Council welcomes feedback from the community on these drafts during the period of exhibition.



ATTACHMENTS

- 1. Draft Operational Plan 2024-2025 J
- 2. Draft Fees & Charges 2024-2025 \$\frac{1}{2}\$

DOCUMENTS ASSOCIATED WITH REPORT C04/24-495

Attachment 1 Draft Operational Plan 2024-2025









Acknowledgement of Traditional Custodians

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

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

Cumberland Council also acknowledges other Aboriginal and Torres Strait Islander Peoples living in the Cumberland Local Government Area and reaffirms that we will work closely with all Aboriginal and Torres Strait Islander communities to advance reconciliation within the area.



Message from the Mayor



Clr Lisa Lake
Mayor

On behalf of Cumberland Council and as I begin my third year as Mayor, I am pleased to introduce the Operational Plan for 2024-2025. This Plan details Council's commitment to the over 245,000 residents we represent and outlines the projects and programs that will be prioritised over the next 12 months.

Our investment is focused on projects to protect our natural environment, enhance recreational facilities and create vibrant local centres to foster connected communities. With Cumberland's population continuing to grow each year to around 300,000 people by 2036, Council is committed to a bold plan to support the needs of our growing community.

Council has outlined a proposed capital expenditure of \$71 million for 2024-2025 which includes a range of new and major capital projects worth \$35.5 million. This includes the redevelopment of Guildford Swim Centre to deliver a state-of-the-art aquatic centre to support current and future demand within the community.

\$20.8 million of the capital works program is allocated to upgrades and renewals of Council roads, footpaths, bridges, and stormwater infrastructure and \$10.4 million to upgrade Council's facilities.

The Operational Plan for 2024-2025 commits to upgrades of Lidcombe Remembrance Park, Granville Town Hall and Girraween Park. Council will also implement our Reconciliation Action Plan, continue the work of the Cumberland Domestic and Family Violence Action Plan and focus on a new Litter Strategy. Providing valued services and programs that enhance the quality of life for seniors, people with disability and carers are also an important priority.

I am proud of the progress and commitment detailed in this Operational Plan and know that these projects and programs will, over the next 12 months, bring real improvements for our growing community. Thank you for the contribution you make to the unique identity that is Cumberland. We couldn't deliver what we do without the support of our amazing community. I look forward to celebrating many future successes with you.

Clr Lisa Lake Mayor, Cumberland Council



Message from the General Manager



Peter J. Fitzgerald
General Manager

On behalf of the very dedicated and passionate workforce that provides services, programs and projects across Cumberland, I am proud to present the Operational Plan 2024-2025, which outlines the actions and initiatives that Council is committed to delivering over the next 12 months.

This Plan will help guide Council's financial position into the future and will assist with the direction of its budget and spending.

This year Cumberland Council will oversee an operating budget of \$241 million, and a capital works program of \$71 million, which will progress the development of significant new capital works, asset renewals and upgrades to transform facilities and community spaces.

One of the most anticipated major projects that Council will embark on is the Guildford Swim Centre redevelopment, which will provide a range of new facilities including an outdoor pool, indoor program pool and water play splash pad for children. This project is jointly funded by Council and NSW State Government's Western Sydney Infrastructure Grants Program (formerly WestInvest).

Council will also be prioritising \$5.6 million to maintain, improve and upgrade our parks, playgrounds and recreation areas including the Lidcombe Remembrance Park, Girraween Park, Canal Road Park and the Duck River Playground. These upgrades will be vital for our local area and our community both now and for generations to come.

Getting these projects from an idea to a delivered outcome requires thoughtful and inspired planning, coupled with a deep understanding of the Cumberland community and what it wants as our City evolves. Most importantly, we are committed to achieving all of this in a fiscally responsible manner that will ensure we maintain our strong financial position.

Council will continue to celebrate our multicultural and diverse community through our extensive program of community events that focus on promoting inclusion and fostering harmony in Cumberland.

Every day, I continue to be inspired by what our staff deliver for our community, and I am proud to lead an organisation that places our residents and visitors at the fore of our focus, shaping everything we do.

For this partnership to continue and flourish, I encourage your feedback about how we've performed and where we can improve. Together we can make sure that Cumberland and its residents continue to prosper and embrace the opportunities to succeed in this vibrant city.

Peter J. Fitzgerald General Manager

C04/24=495==\Attachment 1 Page 58



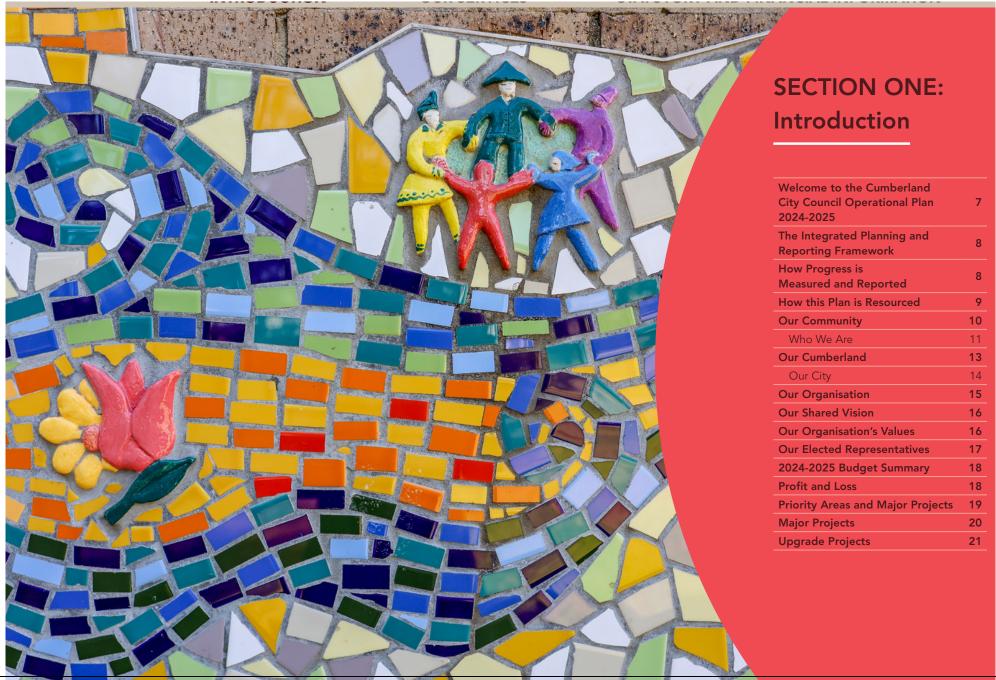
Contents

Acknowledgement of Traditional Custodians				
Message from the Mayor	3			
Message from the General Manager	4			
SECTION ONE: Introduction	6			
Welcome to the Cumberland City Council Operational Plan 2024-2025	7			
The Integrated Planning and Reporting Framework	8			
How Progress is Measured and Reported	8			
How this Plan is Resourced	9			
Our Community	10			
Who We Are	11			
Our Cumberland	13			
Our City	14			
Our Organisation	15			
Our Shared Vision	16			
Our Organisation's Values	16			
Our Elected Representatives	17			
2024-2025 Budget Summary	18			
Profit and Loss	18			
Priority Areas and Major Projects	19			
Major Projects	20			
Upgrade Projects	21			

SECTION TWO: Our Services	22
Delivering Through Services	23
Service Reviews	23
Service Details	24
Community and Culture	24
City Services	38
Environment and Planning	56
Corporate Performance	70
Governance and Risk	88
SECTION THREE: Statutory and Financial Information	96
	96 97
Statutory and Financial Information	
Statutory and Financial Information Statement of Revenue Policy	97
Statutory and Financial Information Statement of Revenue Policy Rates Path	97 98
Statutory and Financial Information Statement of Revenue Policy Rates Path Rates Table	97 98 99
Statutory and Financial Information Statement of Revenue Policy Rates Path Rates Table Annual Charges	97 98 99 100
Statutory and Financial Information Statement of Revenue Policy Rates Path Rates Table Annual Charges Waste Management Domestic Waste Management	97 98 99 100 100
Statutory and Financial Information Statement of Revenue Policy Rates Path Rates Table Annual Charges Waste Management Domestic Waste Management Service Charges Table	97 98 99 100 100

Welcome Belong Succeed







Welcome to the Cumberland City Council Operational Plan 2024-2025

The Operational Plan 2024-2025 represents Council's annual action plan developed in response to the community's priorities identified in the Cumberland Community Strategic Plan (CSP) 2017-2027.

In this Plan, each service outlines the key activities designed to align with the CSP vision and support the Delivery Program's (DP) 2022-2026 objectives.

This Plan reaffirms Council's commitment to delivering high-quality, cost-effective services and timely programs to the community. It also ensures there is transparency with Council budgets and capital works for the community's benefit.



Each Council Service aligns to one of four Community Strategic Goals:



Supporting Community Health, Safety and Wellbeing



Enhancing the Natural and Built Environment



Delivering Sustainable Infrastructure and Services



Providing Local Leadership



The Integrated Planning and Reporting Framework

Under the *NSW Local Government Act 1993*, councils are required to develop a hierarchy of plans known as the Integrated Planning and Reporting (IP&R) Framework.

The IP&R Framework is designed to give Council and the community a clear picture of:

- Where are we now?
- Where do we want to be in 10 years? The Community Strategic Plan sets the community objectives and strategic direction.
- How we plan to get there? The Resourcing Strategy, Delivery Program and Operational Plan provide the strategies and actions.
- How will we know when we have arrived? Six monthly, Annual and State of our City reporting provides updates on our progress.

How Progress is Measured and Reported

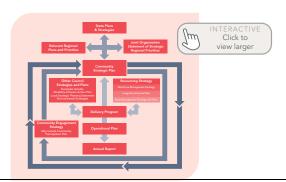
Under the NSW Local Government Act 1993, councils are required to produce progress reports to the community that assesses the effectiveness of its services outlined in their plans.

Council measures it's progress towards achieving the community's vision and goals set out in the Community Strategic Plan, against a range of community satisfaction and wellbeing indicators. Engagement surveys are prepared by independent consultants, that provide insights that drive community satisfaction and wellbeing and aid in evaluating Council's service delivery.

Council publishes the State of our City Report at the conclusion of each Council term, demonstrating Council's advancement or deviation from the four strategic goals.

The Operational Plan's performance and progress is assessed on a six-monthly basis, presenting service highlights and action updates along with key performance measures. These accomplishments are consolidated in the Annual Report, which include statutory requirements and service review outcomes.

Internally, Council assesses its operational efficiency across the organisation, utilising various internal performance metrics. This data serves as a foundation for informed decision making and performance monitoring.





How this Plan is Resourced

The Operational Plan outlines how Council will be resourced to deliver its services and define the methods for measuring and reporting its performance to the community effectively and sustainably.

This Plan integrates Council's workforce, financial and asset planning to outline the sustainable resourcing for commitments specified in the Delivery Program and Operational Plan. The Resourcing Strategy outlines the money, assets, technology and people required for Council's operations. Its purpose is to demonstrate how Council will allocate resources to support the long-term vision and priorities outlined in the Community Strategic Plan.

The Resourcing Strategy consists of four components:

- 1. The Long-Term Financial Plan (Money)
- 2. The Asset Management Strategy (Asset)
- 3. Digital Strategy (Technology)
- 4. The Workforce Management Plan (People).

Key components of the IP&R Framework

Community Strategic Plan

Highest level of strategic planning.
All other plans must support
achievements of Community
Strategic Plan objectives

Community **Engagement Strategy**

To support the development of all plans, policies, programs and key activities

Resourcing Strategy

Demonstrates how work identified in the Delivery Program and Operational Plan will be resourced

Delivery Program

Describes elected council's commitment to deliver against the Community Strategic Plan over a four-year term

Operational Plan

Identifies annual programs and activities to deliver against Delivery Program outcomes

Annual Report

Reports back to the community on the work undertaken each year to deliver on the commitments of the Delivery Program and Operational Plan

State of our City Report

Report prepared by outgoing Council to the community on effectiveness of implementation of the Community Strategic Plan



Our Community

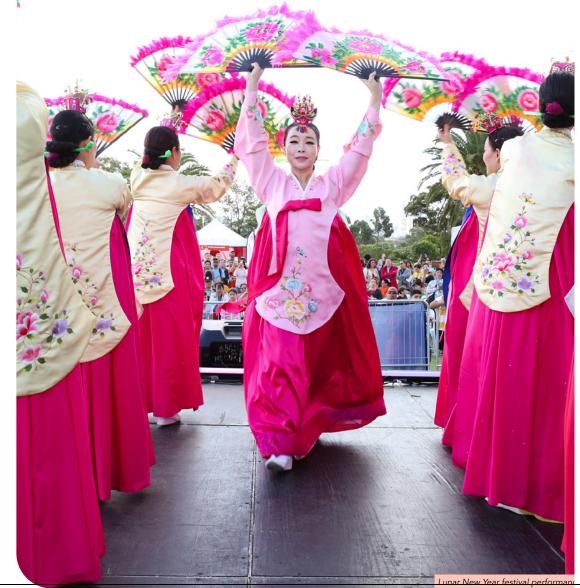
Cumberland City is one of the most culturally diverse and vibrant areas in NSW. We are known for our international food, welcoming community events and festivals, high-quality community programs and extensive networks of green spaces. The Cumberland City population is forecast to grow to around 300,000 people by 2036.

The Cumberland community is diverse with many young families who are professionals, speak multiple languages and have come from a range of backgrounds and experiences that contribute to Cumberland's unique flavour. Located in the geographical heart of Sydney, Cumberland is the epicentre of modern multicultural Australia.

With just over half of all residents born overseas, Cumberland City is for many, their first introduction to life in Australia.

Cumberland City has a growing population with increases forecasted for families with dependents, meaning that young families will be attracted to Cumberland and will continue to grow in number. Access to education and care services for young people will be among our community's highest priorities.

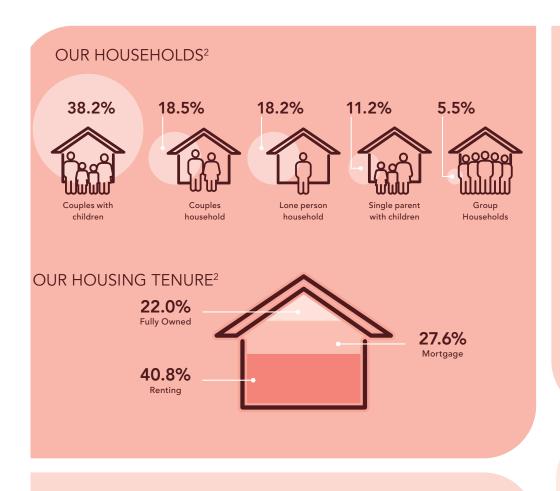
The community has access to five swimming pools, high quality community venues and a network of town centres supporting diverse and dynamic small businesses. Our town centres also have a range of services and facilities to support future growth. They are a focus for community life, retail and entertainment, providing a highly valued atmosphere of cultural experiences. With opportunities for markets, festivals and other community events, our town centres are an important part of the social fabric of Cumberland and a meeting place for the community.















21Community Centres³



12Education and Care
Centre-Based Services⁶



8 Libraries⁴



Family Day
Care Service⁶



104
Sportsgrounds⁵



5Swimming Pools⁷

28

- ² Source: https://profile.id.com.au/cumberland
- $^3 \ Source: https://cumberland.bookable.net.au/\#!/search?venueTypeId=1$
- 4 Source: https://www.cumberland.nsw.gov.au/locations-and-hours
- ⁵ Source: https://www.cumberland.nsw.gov.au/sports-ground-closures
- ⁶ Source: https://www.cumberland.nsw.gov.au/education-and-care-options
- ⁷ Source: https://www.cumberland.nsw.gov.au/swimming-pools



Number of Suburbs²:



Our Cumberland

Cumberland City covers more than 72 square kilometres and is strategically located in the geographic heart of Sydney, less than 5 kilometres south of the Parramatta CBD and approximately 20 kilometres west of Sydney CBD.

Cumberland is made up of five wards, each with a distinct built form character and land use mix, presenting unique opportunities for future growth and development.

- Granville Ward
- Greystanes Ward
- Regents Park Ward
- South Granville Ward
- Wentworthville Ward



Granville Ward *Merrylands Civic Square*

Greystanes Ward *View from Prospect Hill*





Regents Park Ward
Nature Play at Grandin Park

South Granville Ward

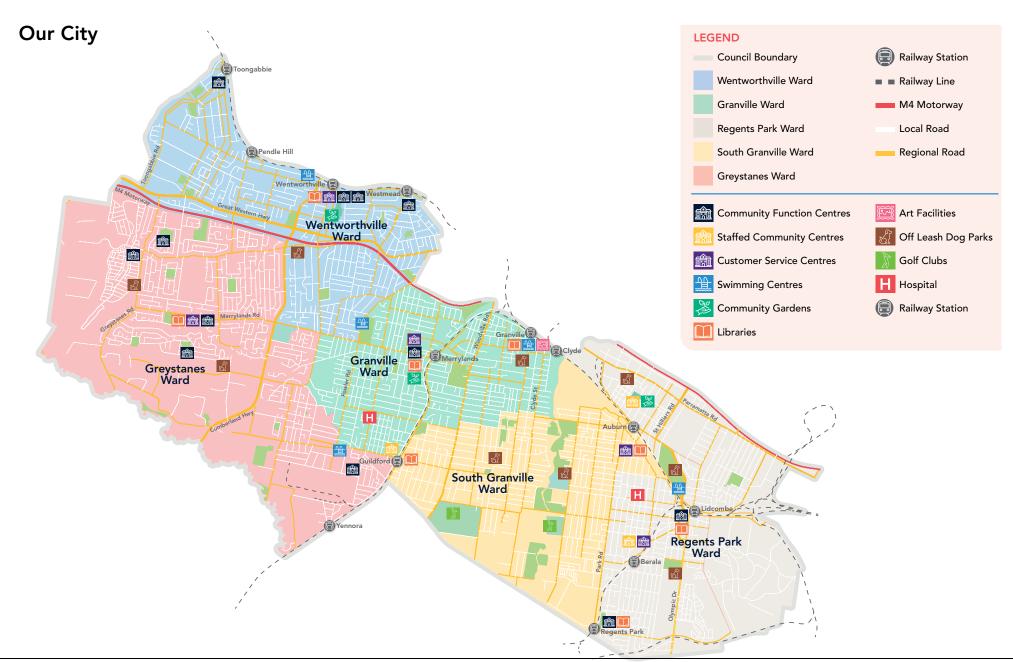
Auburn Botanic Garden





Wentworthville Ward
Public art mural in Toongabbie







Our Organisation

Cumberland City Council's organisation structure consists of five directorates and General Manager's Unit which are responsible for providing services across the Local Government Area.



INTERACTIVE Click to jump to service information

Community and Culture

Community Development
Community Wellbeing
Education and Care

City Services

Assets, Capital and Facilities City Operations Environmental Health and

Development Services

Environment and Planning

City Planning and Development

Engineering and Building

Environment and Planning Systems

Place and Engagement

Corporate Performance

Customer Experience and Technology

Finance

Human Resources

Strategic Communications
Strategy and Improvement

Governance and Risk

Audit, Safety and Risk

Governance

Property Transactions

General Manager's Unit

General Counsel
Internal Ombudsman
Special Projects



Our Shared Vision

Our shared vision statement summarises what the residents of Cumberland City want for the area now and into the future. It captures what the community values most about Cumberland City from the Community Engagement Program, as part of the Cumberland Community Strategic Plan 2017-2027, resulting in four strategic goals:



Supporting Community Health, Safety and Wellbeing



Delivering Sustainable
Infrastructure and Services



Enhancing the Natural and Built Environment



Providing Local Leadership

Our Organisation's Values



We are determined to succeed



We are inclusive in our approach



We are progressive in our outlook

Welcome

Belong Succeed



Our Elected Representatives

Cumberland City Council is served by 15 elected representatives across five wards.

Cumberland's elected officials have the responsibility of representing their community to identify priorities, services and standards.

Granville Ward



Councillor Steve Christou



Councillor Ola Hamed Deputy Mayor



Councillor Joseph Rahme

Greystanes Ward



Councillor Diane Colman



Councillor Greg Cummings



Councillor Eddy Sarkis

Regents Park Ward



Councillor Kun Huang



Councillor Sabrin Farooqui



Councillor Helen Hughes

South Granville Ward



Councillor Glenn Elmore



Councillor Paul Garrard



Councillor Mohamad Hussein

Wentworthville Ward



Councillor Suman Saha



Councillor Lisa Lake Mayor



Councillor Michael Zaiter



2024-2025 Budget Summary

Cumberland City Council is committed to measuring important aspects of financial performance. The Operational Plan 2024-2025 ensures Council is well placed to achieve this commitment by meeting the following criteria:

- Financial sustainability as outlined in the Financial Planning and Sustainability Policy
- Asset management as outlined in the Asset Management Strategy as part of the Resourcing Strategy
- Sustainable service delivery.

The 2024-2025 budget projects a net surplus of \$3.01m before Capital Contributions. The budget expenditure is based on the existing service levels and complies with the Financial Planning and Sustainability Policy and has a fully funded works program for the next financial year.

Balanced Budget	2024-2025 Budget	Target	LTFP
Recurring Results ('000s)	\$3,014	>\$0.00	
Operating Performance Ratio	1.14%	>0	
Infrastructure Renewal Ratio	100.7%	>100%	
Capital Program Delivery	\$71.4m	100%	
Debt Service Ratio	13.01x	>2.0x	
Available Funds	\$12.9m	\$10.0m	

Profit and Loss

Net Income is projected to increase by \$5.6m (2.3%) when compared to the approved 2023-2024 budget, noting the following movements:

- Rates set in accordance with the Rates Pegging Limit set by the Independent Pricing and Regulatory Tribunal (IPART).
- Increase in Domestic Waste Management charges to cover the costs of delivering the service.
- No increase in the Stormwater Management Levy as it is capped by amendment 2005 of the Local Government Act 1993.
- Increase in User Fees (excluding statutory fees) at a base of 2.5% for non-statutory charges. Statutory fees may increase at different rates when released by the NSW Government.
- Decrease in Operating Contributions by \$2.04m (9.7%) as one-off grants will be finalised in the 2023-2024 budget.
- Increase in Capital Contributions by \$3.96m (17.2%) as a result of new grants, particularly Western Sydney Infrastructure Grants Program (formerly WestInvest).

Expenses are projected to increase by \$6.1m (2.6%), noting the following movements:

- Increase in Employee costs \$5.7m (6.3%). The budget incorporates an increase in the local government award and an estimated increase to superannuation contributions to 11.5%.
- Decrease in Materials and Services by \$2.5m as several grant funded programs are finalised in the 2023-2024 budget. Non grant funded expenditure is expected to increase with expected CPI and in line with Council contracts.
- Increase in Depreciation by \$2.8m (6.0%), in line with anticipated impacts of asset revaluations and new assets coming online.

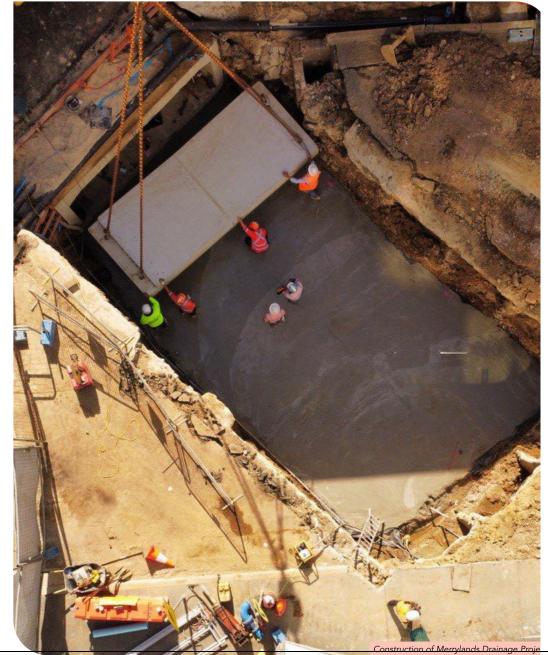


Priority Areas and Major Projects

Council is continually constructing and maintaining footpaths, roads, buildings, parks and drains. The Capital Works Program outlines the annual budget allocated for these activities, specifically for Council-owned and managed assets. Council's proposed capital expenditure for 2024-2025 is \$71.4m, which includes new and major capital projects worth \$35.5m. Council plans to use Section 7.11 reserves of \$16.6m and other reserves of \$5.2m for its 2024-2025 Capital Works Program.

Council's priority capital works projects that are planned for delivery in the 2024-2025 period include:

- \$16.6m of Section 7.11 funded expansion projects across the Cumberland area
- \$13.4m towards the renewal of Council roads and bridges
- \$12.4m of new grant funded major projects inclusive of Western Sydney Infrastructure Grants Program (formerly WestInvest)
- \$10.4m of renewals for Council buildings and swimming pools
- \$5.6m of renewals for Council open space park assets
- \$3.8m towards renewal and new footpaths
- \$3.6m towards the renewal of Council stormwater infrastructure
- \$3.4m towards other capital works including streetlighting, plant and I.T. equipment
- \$2.2m towards Councils Traffic Committee and Traffic Blackspot Program works.





Major Projects





This project will deliver a new state of the art aquatic centre that will support current and future demand for aquatic provision within the local community. The redevelopment will provide a range of new facilities including an outdoor pool, indoor program pool and water play (splash pad). These new facilities will provide for a range of age groups and participation levels including gentle exercise, rehabilitation and learn to swim. This project is jointly funded by Council and NSW State Government's Western Sydney Infrastructure Grants Program (formerly WestInvest).



Auburn Basketball Centre of Excellence Expansion Project

The Auburn Basketball Centre of Excellence Expansion project will increase the existing three court facility to cater for the full spectrum of participation and athlete pathway development. This includes additional basketball courts and high performance centre that will become the training and development home for professional basketball including women's basketball (Sydney Flames) that provides a local and regional pathway for participation.



Lidcombe Town Centre

The Lidcombe Town Centre High Street Activation project aims to transform the Joseph Street Precinct into a vibrant 'Eat Street' supported by outdoor dining areas, upgraded footpaths and pedestrian crossing points, new street tree planting and greenery to provide colour and shade with opportunities for the integration of public art.



Upgrade Projects

Design works for these projects occurred in the 2023-2024 financial year, with the projects to be handed to the construction team for the 2024-2025 financial year.

Lidcombe Remembrance Park Upgrade

This project will provide the community with much needed facilities including a playground and amenities. This project is funded by NSW Government as part of the Accelerated Infrastructure Fund Round 3.

Lytton Street Park Upgrade

Jointly funded by Council and the NSW Government Accelerated Infrastructure Fund Round 3, this project will commence with improving the existing playground infrastructure in the park.

Girraween Park Upgrade

The project design is in line with the Park Plan of Management 2015 - Long Term Landscape Masterplan. The playground design concept is inspired by the translation of Girraween – meaning 'A place where flowers grow' or 'Place of flowers'.

The upgrade will include:

- Upgrade to the pedestrian path
- Provision of formalised pedestrian path from street footpath to park via existing carpark
- Relocating playground to adjoin main picnic area
- Picnic area upgrade with picnic tables, barbeque and picnic facilities.

In addition to the playground upgrade, the existing amenities building will be demolished and replaced with a new building with a larger footprint to cater for current and future demand for the park.

Public Amenity Upgrades

Improvement of existing or provision of new public toilet facilities in parks and reserves will be undertaken for:

- Dirrabari Reserve
- Lytton Street Park
- Merrylands Park, West Field
- Merrylands Train Station.

Canal Road Park Upgrade

Funded through the Places to Roam grant, the Prospect Pipeline Corridor Strategic Masterplan will build a connecting path from the cycleway through to Canal Road with other embellishments to the park including public art elements also proposed.

Playground Upgrades

Upgrade and renewal of play equipment at:

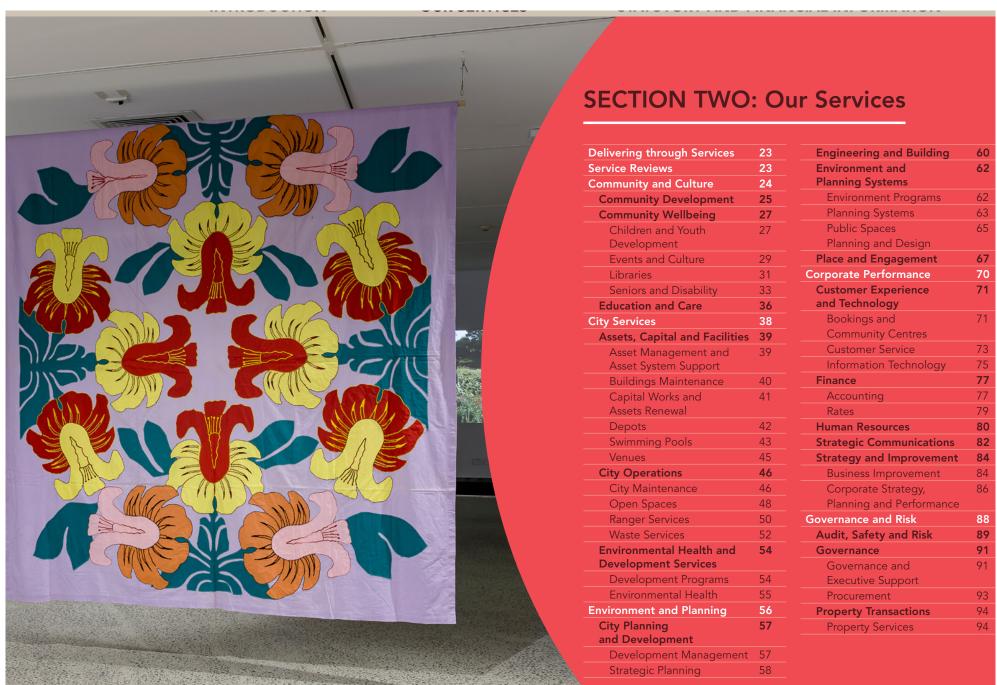
- Kookaburra Street Park
- Leawarra Reserve
- M.J.Bennett Reserve
- Munro Street Reserve
- Pitt Park
- White Gum Reserve
- Whyman Reserve.

Duck River Playground Upgrade

The playground design will incorporate sand and water play, a flying fox and multi play elements for all ages. This project includes the provision of interpretive elements, hard and soft landscaping creating a 'natural' play setting within the Duck River Recreational Corridor. To support this upgrade, there will be the addition of accessible paths, picnic shelters, tables, lawn areas and barbeque facilities.









Delivering through Services

Council's service structure has 38 frontline and internal services with 78 sub services.

All internal services are charged on a full cost recovery basis to allow for accurate measurement of the subsidy provided for each service.

The Operational Plan 2024-2025 provides detailed service plans that contain:

- A service description profile explaining what the service does.
- Service standards that provide the expected level of service.
- Community Strategic Plan 2017-2027 alignment.
- Deliverables and Actions for each sub service, supported by performance measures and targets to assess how the area is working towards the community priorities.
- Financial data showing income and expenditure for the service.



Service Reviews

Service reviews are a vital process that Cumberland City Council uses to ensure that services and facilities meet community needs and wants, now and into the future. They ensure that Council is being efficient in delivering desired outcomes to the community and looking at how services can be delivered more effectively.

Council is continually improving how available resourcing (money, assets, technology and people) is being utilised and redirecting savings to new or improved services.

Service reviews are part of Cumberland City Council's 'business as usual' practices and are a central part of Council's continuous improvement culture. Service reviews at Cumberland City Council are delivered through an internal service review program, called Continuous Service Improvement (CSI).

This program uses an evidence based, transparent and staff driven approach to improving services, ensuring they are effective, efficient and match the changing needs of our community.

Under the CSI Program, two service reviews are planned for the 2024-2025 year.

- Events and Culture.
- Place and Engagement.





Service Details



6 Services

21 Sub Services

Community and Culture

Community Development

Community Development

Aboriginal Engagement

Capacity Building Programs

Community Grants

Crime Prevention and Community Safety Programs

Domestic and Family Violence (DFV) Initiatives

Homelessness

Community Wellbeing

Children and Youth Development

Children's Development Youth Development

Events and Culture

Arts Programs

Major Events

Libraries

Library Operations

Seniors and Disability

National Disability Insurance Scheme Programs

Nutrition Services

Seniors and Disability Initiatives

Seniors Units

Social Inclusion Programs

Volunteers Program

Education and Care

Education and Care

Education and Care Support

Out of School Hours Care (OSHC)

Family Day Care (FDC)

Long Day Care (LDC)

Community and Culture

Community Development

Children and Youth Development

Events and Culture

Libraries

Seniors and Disabi

Education and Car

City Services

Environment and Planning

Corporate **Performance**

Governance and Risk

INTERACTIV to section



Community Development

Directorate: Community and Culture

Responsible Officer: Manager, Community Development



Strategic Goal 1:

Supporting Community Health, Safety and Wellbeing



Community and Culture

Community Development

Children and Youth Development

Events and Culture

Libraries

Seniors and Disabi

Education and Car

City Services

Environment and Planning

Corporate Performance

Governance and Risk

Service Statement

Community Development is responsible for the planning and implementation of community development and capacity building initiatives and projects across the Cumberland Local Government Area.

Service Expectations

To develop the community sector in Cumberland to create better outcomes for residents, visitors and the wider community. This is done through the delivery of capacity building programs, community grants, referral services to domestic violence survivors and those facing homelessness. Community Development achieves this by consulting community organisations, complying with relevant guidelines and legislative requirements, engaging with residents and following Council direction and policy.

Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
1.1 A strong community and culture	Aboriginal Engagement	1.1.3 Build an inclusive community by encouraging participation in youth, children and indigenous services and support for seniors and disability services	Connect the Cumberland community with Aboriginal histories and culture	 Finalise and implement Council's Reconciliation Action Plan (RAP) 2024-2026 Facilitate Aboriginal education and engagement programs, activities and events in the community Convene the Aboriginal and Torres Strait Islander Consultative Committee (ATSICC) Meetings 	Number of internal awareness raising initiatives annually Number of community education initiatives annually Number of ATSICC Meetings held annually	8
Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
1.2 A safe, healthy and active community	Capacity Building Programs	1.2.2 Build capacity within our community to live happier and healthier lives	Collaborate with the community sector to build a resilient Cumberland	 Facilitate partnerships and collaborations with community sector Facilitate capacity building programs for the community sector and residents Convene the Culturally and Linguistically Diverse (CALD) Committee Meetings 	Number of networking opportunities provided to the sector annually Number of capacity building programs offered to the community annually Number of CALD Committee Meetings convened annually	4
Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
1.2 A safe, healthy and active community	Community Grants	1.2.2 Build capacity within our community to live happier and healthier lives	Support the community sector through grants facilitation and delivery	 Facilitate and deliver Council's Community Grants programs Deliver information sessions for potential applicants to create successful grant recipients Support the delivery of ClubGrants 	Number of group information sessions held annually Number of one-on-one advisory desk sessions held annually Percentage of available funds allocated	3 12 ≥90%



Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
1.2 A safe, healthy and active community	Crime Prevention and Community Safety Programs	1.2.1 Provide access to services that improve health and wellbeing	Develop and implement crime prevention and community safety initiatives, programs and activities in Cumberland	 Develop and implement the Community Safety and Crime Prevention Plan 2024-2027 Maintain partnership with NSW Police in relation to coordination and provision of CCTV Convene the Community Safety and Crime Prevention Committee Meetings 	Number of community awareness raising campaigns annually Number of Community Safety and Crime Prevention Committee Meetings held annually	4
Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
1.2 A safe, healthy and active community	Domestic and Family Violence (DFV) Initiatives	1.2.1 Provide access to services that improve health and wellbeing	Deliver the Cumberland Domestic and Family Violence Action Plan	 Implement Year Two of the Cumberland Domestic and Family Violence Action Plan 2023-2025 Support the delivery of the Domestic and Family Violence Hub Convene the Cumberland DFV Community of Practice Meeting 	Number of DFV information sessions held annually Number of DFV awareness raising initiatives annually Number of Community of Practice Meetings held annually	10 2 6
Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
1.2 A safe, healthy and active community	Homelessness	1.2.1 Provide access to services that improve health and wellbeing	Deliver the Cumberland Homelessness Action Plan	 Implement the Cumberland Homelessness Action Plan 2024-2027 Build relationships and support the local Homelessness sector Convene the Homelessness Advisory Committee Meetings 	Number of annual Homelessness awareness raising campaigns Number of Homelessness Advisory Committee Meetings held annually	4

Budget by Sub Service	2024-2025 Budget
Aboriginal Engagement	29,000
Capacity Building Programs	1,017,308
Community Grants	489,662
Crime Prevention and Community Safety Programs	35,004
Domestic and Family Violence (DFV) Initiatives	14,004
Homelessness	59,275
Net Cost of Service	1,644,253
Internal Income and Expenditure	707,240
Net Cost of Service (Inclusive of Internal Costs)	2,351,493

Detailed Service Budget	2024-2025 Budget
User Charges	-8,460
Operating Grants	-60,524
Total Operating Income	-68,984
Employee Costs	1,031,121
Materials and Services	182,116
Other Expenses	500,000
Internal Expenses	707,240
Total Operating Expenses	2,420,477
Net Cost to Run the Service (Inclusive of Internal Cost)	2,351,493



Community Development

Children and Youth Development

Events and Culture Libraries

Seniors and Disabi

Education and Car

City Services

Environment and Planning

Corporate Performance

Governance and Risk





Children and Youth Development

Directorate: Community and Culture

Responsible Officer: Senior Coordinator, Children and Youth Development



Strategic Goal 1:

Supporting Community Health, Safety and Wellbeing



Community and Culture

Community Development

Children and Yout Development

Events and Culture

Libraries

Seniors and Disabi

Education and Car

City Services

Environment and Planning

Corporate Performance

Governance and Risk

Service Statement

Children and Youth Development are responsible for the development and implementation of targeted children (pregnancy to 12 years), youth (12 to 25 years) and families' community development initiatives and projects across the Cumberland area. This service oversees the internal and external child protection functions of Council.

Service Expectations

To develop community focused partnerships, initiatives and programs aimed at improving outcomes and opportunities for children, young people and their families.

Children and Youth Development also ensures Council is meeting legislative obligations with respect to child protection.

Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
1.1 A strong community and culture	Children's Development	1.1.3 Build an inclusive community by encouraging participation in youth, children and indigenous services and support for seniors and disability services	Improve the lives of children and their families ensuring that Cumberland is a place where children are safe and have a voice to participate in community life	 Develop, launch and implement the Children and Families Strategy Facilitate children and families' events and programs 	Number of children and families' events and programs annually	32
			Maintain Council as a Child Safe Organisation and ensure compliance with the NSW Child Safe Standards and all relevant child protection legislation	 Implement a comprehensive child protection framework including policy, guidelines, processes and training Coordinate and provide ongoing education to internal stakeholders on child protection 	Number of child protection actions completed annually Number of child protection team meetings held annually	6
Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
1.1 A strong community and culture	Youth Development	1.1.3 Build an inclusive community by encouraging participation in youth, children and indigenous services and support for seniors and disability services	Supporting better outcomes for young people making Cumberland a vibrant place of opportunity where all young people are supported to learn, be safe, belong, work and connect	Implement actions from the Cumberland Youth Strategy 2022-2026 Facilitate youth events and programs Convene the Youth Committee Meetings	Number of youth events and programs annually Number of Youth Committee Meetings held annually	32 4



Budget by Sub Service	2024-2025 Budget
Children's Development	361,938
Youth Development	527,335
Net Cost of Service	889,273
Internal Income and Expenditure	642,571
Net Cost of Service (Inclusive of Internal Costs)	1,531,844

Detailed Service Budget	2024-2025 Budget
Operating Grants	-141,684
Total Operating Income	-141,684
Employee Costs	887,856
Materials and Services	143,101
Internal Expenses	642,571
Total Operating Expenses	1,673,528
Net Cost to Run the Service (Inclusive of Internal Cost)	1,531,844





Community Development

Children and Yout Development

Events and Culture Libraries

Seniors and Disabi

Education and Car

City Services

Environment and Planning

Corporate Performance

Governance and Risk







Events and Culture

Directorate: Community and Culture

Sub Service

Arts Programs

Responsible Officer: Senior Coordinator, Events and Culture



Strategic Goal 1:

Meetings held annually

Supporting Community Health, Safety and Wellbeing



Service Statement

Objective

1.1 A strong

community

and culture

Events and Culture is responsible for fostering access to arts and culture programs and initiatives for Cumberland.

This service is also responsible for the development and delivery of Council's Major Cultural Events Program designed to increase social cohesion in the community.

Strategy

1.1.1 Build a rich local

events

culture through

activities and

access to cultural

Deliverable

Programs

Deliver Major Arts

Residence Program

Deliver Artist in

Service Expectations

To provide community, arts and cultural events, projects, programs and initiatives reflective of Cumberland's communities and culture, building connections between the places and people of Cumberland.

To deliver events and arts programs with a focus on community engagement and high satisfaction levels while growing and fostering access to arts, cultural activities and events for those who live, work, play and study in Cumberland.

those who live, work, play and study in Cumberland.		
Action	Measure	Target
Facilitate, promote and evaluate annual arts programs and activities at Council's arts and cultural facilities	Number of Major Events delivered annually	8
 Deliver expressions of interest for applications and engage successful applicants for the Artist in Residence Program Develop, promote, deliver and evaluate Artist in Residence Program Develop communications to engage artist and non-artist communities to connect with the Artist in Residence 	Number of professional artist residencies supported per year Number of participants engaged in gallery programs annually	3 ≥5,000
Program Convene the Arts Committee Meetings	Number of Arts Committee	4

Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
1.1 A strong community	Major Events	1.1.1 Build a rich local culture through	Deliver annual Major Events Program	Facilitate, promote and evaluate annually Council's Major Events Program	Number of Major Events delivered annually	8
and culture		access to cultural activities and events	Review and promote Council's Major Cultural Events Program	Coordinate, facilitate and run community consultation for Cultural Major Events Convene the Events Committee Meetings	Number of event attendees annually	100,000
			calendar	j	Number of Events Committee Meetings held annually	4

Community and Culture

Community Development

Children and Youth Development

Events and Cultur

Libraries

Seniors and Disabi

Education and Car

City Services

Environment and Planning

Corporate Performance

Governance and Risk



Budget by Sub Service	2024-2025 Budget
Arts Programs	623,882
Major Events	789,161
Net Cost of Service	1,413,043
Internal Income and Expenditure	517,052
Net Cost of Service (Inclusive of Internal Costs)	1,930,095

Detailed Service Budget	2024-2025 Budget
User Charges	-697,796
Other Revenue	-5,000
Operating Grants	-294,681
Total Operating Income	-997,477
Employee Costs	857,311
Materials and Services	1,553,209
Internal Expenses	517,052
Total Operating Expenses	2,927,572
Net Cost to Run the Service (Inclusive of Internal Cost)	1,930,095



Community Development

Children and Youth Development

Events and Cultur

Libraries

Seniors and Disabi

Education and Car

City Services

Environment and Planning

Corporate Performance

Governance and Risk







Libraries

Directorate: Community and Culture

Responsible Officer: Senior Coordinator, Library Services



Strategic Goal 1:

Supporting Community Health, Safety and Wellbeing



Community and Culture

Community Development

Children and Youth Development

Events and Culture

Libraries

Seniors and Disabi

Education and Car

City Services

Environment and Planning

Corporate Performance

Governance and Risk

Service Statement

Libraries provide a network of eight modern and well-resourced libraries to promote community learning with educational, recreational and development programs.

This service also provides residents and visitors across Cumberland with face-to-face and online resources, information events, programs and access to technology.

Service Expectations

To maintain a high level of community satisfaction through delivery of quality library services and programs. These activities will meet community needs through the provision of modern and flexible library spaces, digital resources, technology and diverse collections.

Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
1.1 A strong community and culture	community Operations of community	perations of community community through valued community spaces education and social	community through recreation, education and social	 Implementing Year One actions of the Library Strategy (2024-2027) Investigate library spaces based on customer feedback Library Customer Satisfaction Survey to be conducted bi-annually for the purposes of fine-tuning practices and understanding customer perceptions and issues 	Number of library visitations annually Number of loans annually Number of new library memberships annually	550,000 10,000
			resources and assist the community with	 Development and maintenance of library collections Support the community using computers and online resources Develop the Library Collection Development Statement 2024-2026 Develop the Library Technology Plan 2024-2026 Convene the Library Committee Meetings 	Utilisation of the Public library computers annually Utilisation of public Wi-Fi own devices annually Number of Library Committee Meetings held annually	60,000 110,000 4
			Provide opportunities to work in partnership with community groups, government agencies and internal stakeholders Provide programs and resources to help customers develop digital literacy skills Support the library to serve as a community hub, hosting events and activities that bring people	Number of programs run in collaboration with community stakeholders annually Number of children and youth programs and activities held annually	1,000	
				together and support local initiatives • Provide spaces for children and youth, including educational activities and reading initiatives • Create and implement new, diverse and inclusive library programming	Number of programs delivering inclusivity and cohesion annually Number of digital literacy programs provided annually	300



Budget by Sub Service	2024-2025 Budget
Library Operations	5,426,797
Net Cost of Service	5,426,797
Internal Income and Expenditure	3,577,105
Net Cost of Service (Inclusive of Internal Costs)	9,003,902

Detailed Service Budget	2024-2025 Budget
User Charges	-110,000
Other Revenue	-6,444
Operating Grants	-853,879
Total Operating Income	-970,323
Employee Costs	5,453,772
Materials and Services	378,904
Depreciation	564,444
Internal Expenses	3,577,105
Total Operating Expenses	9,974,225
Net Cost to Run the Service (Inclusive of Internal Cost)	9,003,902



Community Development

Children and Youth Development

Events and Culture

Libraries

Seniors and Disabi

Education and Car

City Services

Environment and Planning

Corporate Performance

Governance and Risk







Seniors and Disability

Directorate: Community and Culture

Responsible Officer: Senior Coordinator, Seniors and Disability Services



Strategic Goal 1:

Supporting Community Health, Safety and Wellbeing



Community and Culture

Community Development

Children and Youth Development

Events and Culture

Libraries

Seniors and Disab

Education and Car

City Services

Environment and Planning

Corporate Performance

Governance and Risk

Service Statement

Seniors and Disability Services aim to improve the lives of seniors, people with disability and carers in our community. This is achieved through the provision of services including transportation, meals and social programs, events and implementation of Council's Disability Inclusion Action Plan (DIAP).

This service also aims to support Council services and operations through the recruitment and retention of volunteers, while providing residents the opportunity to give back to their community or enhance their pathways to employment.

Service Expectations

To provide valued services and programs that enhance the quality of life to residents who are seniors, people with disability and carers ensuring that compliance with relevant service standards, guidelines and legislative requirements are met.

To provide opportunities for community members to make a valuable contribution to their community or enhance work experience through opportunities to volunteer.

Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
1.2 A safe, healthy and active community	National Disability Insurance Scheme (NDIS) Programs	1.2.1 Provide access to services that improve health and wellbeing			Number of programs and services provided annually	280
Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
1.2 A safe, healthy and active community	Nutrition Services	1.2.1 Provide access to services that improve health and wellbeing	Provide access and deliver a variety of nutritious, well- balanced meals to seniors, people with disability and carers	Provide and deliver meals under the Commonwealth Home Support Programme (CHSP)	Number of meals provided annually	37,961
Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
1.1 A strong community and culture	Seniors and Disability Initiatives	1.1.3 Build an inclusive community by encouraging participation in youth, children and indigenous services and support for seniors and disability services	Enhance the health and wellbeing of seniors, people with disability and their carers through celebration of events and education sessions to improve quality of life	 Plan and deliver events, information and education sessions for seniors, people with disability and their carers Maintain electronic and postal distribution lists for seniors, people with disability and their carers to ensure residents are kept informed and up to date with relevant information Promote available services and process onboarding for eligible residents to access Commonwealth Home Support Programme (CHSP) and National Disability Insurance Scheme (NDIS) programs and services 	Number of attendees at events and education sessions annually Number of people registered to the distribution list annually Number of customers accessing CHSP and NDIS Programs and Services annually	1,000 200 370



Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
1.1 A strong community and culture	Seniors and Disability Initiatives	1.1.3 Build an inclusive community by encouraging participation in youth, children and indigenous services and support for seniors and disability services	Implement the actions and strategies outlined in Council's Disability Inclusion Action Plan (DIAP) 2022-2026 to ensure people with disability have full and equal access to the facilities, programs, services and information	 Implement actions from the Disability Inclusion Action Plan 2022-2026 (DIAP) Convene Council's Access Committee and Council's Staff Disability Inclusion Action Plan (DIAP) Steering Committee 	Percentage of action items completed annually Number of meetings held annually	25% 8
Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
1.2 A safe, healthy and active community	Seniors Units	1.2.1 Provide access to services that improve health and wellbeing	Offer an accessible and transparent application process for potential residents of Council's Seniors Units • Facilitate and manage applications, priority assistance and waitlist for Seniors Living Units		Percentage of applications processed within 10 working days	≥95%
Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
1.2 A safe, healthy and active community	Social Inclusion Programs	1.2.1 Provide access to services that improve health and wellbeing	Empower and educate seniors and carers about health and wellbeing while providing opportunities to connect with their community and remain independent	 Plan and deliver ongoing wellbeing programs and individualised services under the Commonwealth Home Support Programme (CHSP) Provide opportunities for seniors and carers to give feedback and input to the services offered and future directions 	Number of hours for social support groups annually Number of hours for social support individuals annually Number of wellness and social programs annually Number of Over 55's health programs annually	24,206 5,721 240 150
			Improve access and availability of accessible transport to the community and its residents	 Offer accessible and safe transport options to access services and programs Provide and promote accessible bus hire options to the community 	Number of trips annually Number of community hire occurrences annually	6,318 52
Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
1.2 A safe, healthy and active community	Volunteer Program	1.2.2 Build capacity within our community to live happier and healthier lives	Provide residents the opportunity to give back to their community or enhance their pathways to employment through Council's Volunteer Program	 Manage Council's volunteers including recruitment, retention, training, policies and procedures and hold information sessions on opportunities 	Number of volunteers registered within Council annually	150



Community Development

Children and Youth Development

Events and Culture Libraries

Seniors and Disab

Education and Car

City Services

Environment and Planning

Corporate Performance

Governance and Risk



Budget by Sub Service	2024-2025 Budget
National Disability Insurance Scheme Programs	-37,344
Nutrition Services	-159,542
Seniors and Disability Initiatives	231,540
Seniors Units	-
Social Inclusion Programs	4,681
Volunteers Program	12,000
Net Cost of Service	51,335
Internal Income and Expenditure	1,547,914
Net Cost of Service (Inclusive of Internal Costs)	1,599,249

Detailed Service Budget	2024-2025 Budget
User Charges	-799,391
Other Revenue	-49,446
Operating Grants	-1,235,847
Internal Income	-14,344
Total Operating Income	-2,099,028
Employee Costs	1,861,497
Materials and Services	274,522
Internal Expenses	1,562,258
Total Operating Expenses	3,698,277
Net Cost to Run the Service (Inclusive of Internal Cost)	1,599,249



Community Development

Children and Youth Development

Events and Culture

Libraries

Seniors and Disab

Education and Car

City Services

Environment and Planning

Corporate Performance

Governance and Risk









Education and Care

Directorate: Community and Culture

Responsible Officer: Coordinators, Education and Care



Strategic Goal 1:

Supporting Community Health, Safety and Wellbeing



Community and Culture

Community Development

Children and Youth Development

Events and Culture

Libraries

Seniors and Disabi

Education and Ca

City Services

Environment and Planning

Corporate Performance

Governance and Risk

Service Statement

Education and Care provides high quality and inclusive programs for children aged 0 to 12 years. The programs offer a range of flexible and inclusive service options for families including Long Day Care, Out of School Hours Care, School Holiday programs and Family Day Care.

Service Expectations

To provide quality education and care services that are meeting or exceeding the National Quality Standard, that adhere to legislative requirements and are responsive to community needs.

Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
1.1 A strong community and culture	Education and Care Support	1.1.3 Build an inclusive community by encouraging participation in youth, children and indigenous services and support for seniors and disability services	Sustainable services which have high occupancy levels and are compliant with Family Assistance Law	 Centralised business and administrative support to 12 centre-based education and care services and Family Day Care Processing of bulk Child Care Subsidy (CCS) payments to educators 	Occupancy Rates: Long Day Care services Before School Care After School Care School Holiday Program Number of bulk payments processed to Family Day Care (FDC) educators annually	≥85% ≥60% ≥85% ≥80%
Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
1.1 A strong community and culture	Family Day Care (FDC)	1.1.3 Build an inclusive community by encouraging participation in youth, children and indigenous services and support for	Provide a scheme for Family Day Care educators to be registered with	 Assess suitability for new educators seeking registration with the scheme Provide ongoing compliance and administrative support to registered Family Day Care educators 	Services rated "meeting" or "exceeding" National Quality Standard Number of registered Family Day Care educators actively providing care annually	100% ≤75
		seniors and disability services			Number of compliance and	480



Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
1.1 A strong community and culture	Long Day Care (LDC)	1.1.3 Build an inclusive community by encouraging participation in youth, children and indigenous services and support for seniors and disability services	Provides services which ensure all children have access to high quality programs which enable a foundation for lifelong learning and growth	 Provide seven high quality long day care services for up to 344 children per day, aged 0 to 5 years of age, operating 50 weeks a year from 7:00am to 6:00pm Provide all children with the opportunity to participate in quality education and care programs Support children's transition to school 	Services rated "meeting" or "exceeding" National Quality Standard Sessions of long day care provided annually Number of children attending with additional needs annually Number of individual education plans implemented for children with additional needs annually	1,820 25 25
Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
1.1 A strong community and culture	Out of School Hours Care (OSHC)	1.1.3 Build an inclusive community by encouraging participation in youth, children and indigenous services and support for seniors and disability services	Provide services which ensure all children have access to high quality programs which enable a foundation for lifelong learning and growth	Provide five Before School Care programs, five After School Care programs and two School Holiday programs	Services rated "meeting" or "exceeding" National Quality Standard Number of Before School Care program sessions provided annually Number of After School Care program sessions provided annually Number of School Holiday program sessions delivered annually	985 985 94

Budget by Sub Service	2024-2025 Budget
Education and Care Support	906,006
Family Day Care (FDC)	53,083
Long Day Care (LDC)	-2,109,962
Out of School Hours Care (OSHC)	-615,422
Net Cost of Service	-1,766,296
Internal Income and Expenditure	3,195,719
Net Cost of Service (Inclusive of Internal Costs)	1,429,424

Detailed Service Budget	2024-2025 Budget
User Charges	-12,840,747
Other Revenue	-47,916
Operating Grants	-337,926
Total Operating Income	-13,226,589
Employee Costs	10,771,844
Materials and Services	688,450
Internal Expenses	3,195,719
Total Operating Expenses	14,656,013
Net Cost to Run the Service (Inclusive of Internal Cost)	1,429,424



Community Development

Children and Youth Development

Events and Culture

Libraries

Seniors and Disabi

Education and Ca

City Services

Environment and Planning

Corporate Performance

Governance and Risk







12 Services

19 Sub Services

City Services

Assets, Capital and Facilities

Asset Management and Asset System Support

Asset Management Planning and Project Control

Buildings Maintenance

Buildings Maintenance and Compliance

Capital Works and Assets Renewal

Capital Works and Asset Renewal Programs

Depots

Depot Operations

Swimming Pools

Swim Centres

Venues

Venue Management

City Operations

City Maintenance

Cleansing

Public Infrastructure

Streetscapes

Open Spaces

Golf Courses

Open Space Maintenance

Premium Facilities

Recreation and Sport

Ranger Services

Rangers, Parking Patrol and Animal Management

Waste Services

Commercial Waste Services

Domestic Waste Services

Street and Park Waste Services

Environmental Health and Development Services

Development Programs

Development Programs

Environmental Health

Environmental Health Programs



Community and Culture

City Services

Asset, Managemer and Asset System Support

Building Maintena

Capital Works and Assets Renewal

Depots

Swimming Pools

Venues

City Maintenance

Open Spaces

Ranger Services

Waste Services

Development Programs

Environmental Hea

Environment and Planning

Corporate Performance

Governance and Risk



Asset Management and Asset System Support

Directorate: City Services

Responsible Officer: Manager, City Assets and Construction



Strategic Goal 3:

Delivering Sustainable Infrastructure and Services



Community and Culture

City Services

Asset, Manageme and Asset System Support

Building Maintena

Capital Works and Assets Renewal

Depots

Swimming Pools

Venues

City Maintenance

Open Spaces

Ranger Services

Waste Services

Development Programs

Environmental Hea

Environment and Planning

Corporate Performance

Governance and Risk

Service Statement

The Asset Management and Asset System Support service undertakes long-term Asset Management Planning to strategically manage Council's infrastructure assets along with maintaining the asset data and valuations to meet the expectations of the community.

This service facilitates projects, captures and assesses street lighting requests and is responsible for managing grant programs and safety management of a CSIRO Retarding Basin.

Service Expectations

To develop and deliver Council's Asset Management Strategies and update Asset Management Plans for the sustainable management of Council's infrastructure assets and to reduce the lifecycle costs of the assets.

Objective Sub Service	Strategy	Deliverable	Action	Measure	Target
3.1 We have public spaces that are welcoming, inclusive and promote pride in the area Asset Management Planning and Project Control	3.1.1 Our physical infrastructure is sustainably planned and managed to meet our changing needs	Deliver Asset Management and Street Lighting programs	 Develop long term renewal plans for all assets Undertake whole of asset condition audits Undertake bridge inspections Update Asset Management plans Undertake Dam Safety Audits: The CSIRO Retarding Basin (NSW Government declared Dam) is managed safely. All risk assessment and Safety Management Systems are reprepared and reported to the Dam Safety NSW. Undertake night safety audits in relation to street lighting level for high profile CBD areas Assess and resolve new street lighting requests Maintain an asset register and its Geographic Information System (GIS) representation Capital Works Ward Reports 	Complete the annual renewals program for stormwater, transport, buildings and open space asset classes by 30 June 2025 Percentage of street lighting requests assessed and referred to electricity agency within 14 working days Complete condition audit for transport asset class by 30 June 2025	100% ≥95% 100%

Budget by Sub Service	2024-2025 Budget
Asset Management Planning and Project Control	650,124
Net Cost of Service	650,124
Internal Income and Expenditure	443,414
Net Cost of Service (Inclusive of Internal Costs)	1,093,538

Detailed Service Budget	2024-2025 Budget
User Charges	-620,000
Other Revenue	-14,700
Operating Grants	-2,245,520
Total Operating Income	-2,880,220
Employee Costs	-272,504
Materials and Services	3,802,848
Internal Expenses	443,414
Total Operating Expenses	3,973,758
Net Cost to Run the Service (Inclusive of Internal Cost)	1,093,538



Buildings Maintenance

Directorate: City Services

Responsible Officer: Manager, Buildings and Depot



Strategic Goal 3:

Delivering Sustainable Infrastructure and Services

Community

and Culture

City Services

Asset, Managemer and Asset System Support

Building Maintena

Capital Works and Assets Renewal

Depots

Swimming Pools

Venues

City Maintenance

Open Spaces

Ranger Services

Waste Services

Development Programs

Environmental Hea

Environment and Planning

Corporate Performance

Governance and Risk

Service Statement

Buildings Maintenance provides maintenance, safety, security, compliance and cleanliness to Council's buildings, properties and facilities, including the aquatic centres, community facilities, administration buildings, childcare centres, libraries and amenities.

This service is responsible for cleaning, fire safety, electrical, plumbing, hygiene, pest servicing, Heating, Ventilation and Air Conditioning (HVAC), vertical transport and security.

Service Expectations

To ensure Council's buildings and community facilities adhere to the required national Construction Codes, fire safety standards and relevant government legislations.

Buildings Maintenance ensures Council's building assets are regularly cleaned and secure, whilst not interfering with the community and user groups.

Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
3.2 We have recreational assets that enhance the liveability of our community	Buildings Maintenance and Compliance	3.2.1 Our valued natural recreational spaces and facilities are fit for purpose and encourage active	Undertake rolling scheduled preventative maintenance to ensure the safety of the hirer and community members	Scheduled preventive maintenance undertaken in accordance with established service levels, based on risk, usage, consideration of priority	Percentage of complaints reduced against Council's buildings from the previous year	≥10%
		lifestyles	Undertake reactive works	Undertake reactive maintenance within request timeframe	Percentage of reactive requests completed within 10 working days	≥90%

Budget by Sub Service	2024-2025 Budget
Buildings Maintenance and Compliance	21,179,980
Net Cost of Service	21,179,980
Internal Income and Expenditure	-14,519,926
Net Cost of Service (Inclusive of Internal Costs)	6,660,054

Detailed Service Budget	2024-2025 Budget
User Charges	-350,000
Other Revenue	-361,080
Internal Income	-16,471,099
Total Operating Income	-17,182,179
Employee Costs	796,280
Materials and Services	10,360,192
Depreciation	10,734,588
Internal Expenses	1,951,173
Total Operating Expenses	23,842,233
Net Cost to Run the Service (Inclusive of Internal Cost)	6,660,054



Capital Works and Assets Renewal

Directorate: City Services

Responsible Officer: Manager, City Assets and Construction



To deliver Council's Capital Works Program in line with Council's Asset Management Plan and

within the required timeframe, budgets and engineering standards. This service follows best

Strategic Goal 3:

Delivering Sustainable Infrastructure and Services

Community

and Culture

City Services

Asset, Managemer and Asset System Support

Building Maintenar

Capital Works and Assets Renewal

Depots

Swimming Pools

Venues

City Maintenance

Open Spaces

Ranger Services

Waste Services

Development

Programs

Environmental Hea

Environment and Planning

Corporate Performance

Governance and Risk

Service Statement

The Capital Works and Assets Renewal service manages the construction of new infrastructure assets and the renewal of Council's existing assets, including roads, buildings, open space and stormwater.

Construction works are undertaken in accordance with the annual Renewal Program and the construction of any new asset is undertaken as per the needs of the community.

Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
3.1 We have public spaces that are welcoming, inclusive and promote pride in the area	Capital Works and Asset Renewal Programs	3.1.1 Our physical infrastructure is sustainably planned and managed to meet our changing needs	Capital renewals in accordance with the Renewal Program	Deliver annual Renewal Programs: Buildings Open Space Transport Infrastructure Stormwater.	Percentage of Renewal Program completed	≥90%
			New construction works in accordance with approved Capital Works Program	Undertake new construction works outlined in Council's approved design	Percentage of Capital Works Program completed	≥90%

Service Expectations

practice Project Management and governance processes.

Budget by Sub Service	2024-2025 Budget
Capital Works and Asset Renewal Programs	-570,088
Net Cost of Service	-570,088
Internal Income and Expenditure	-570,088
Net Cost of Service (Inclusive of Internal Costs)	-

Detailed Service Budget	2024-2025 Budget			
Other Revenue	-27,300			
Total Operating Income	-27,300			
Employee Costs	-545,792			
Materials and Services	3,004			
Internal Expenses	570,088			
Total Operating Expenses	-27,300			
Net Cost to Run the Service (Inclusive of Internal Cost)				



Depots

Directorate: City Services

Responsible Officer: Manager, Buildings and Depot



To ensure Depots and associated operations meet the required safety

standards and compliance standards, including plant and vehicle

Strategic Goal 3:

Delivering Sustainable Infrastructure and Services

Community and Culture

City Services

Asset, Managemer and Asset System Support

Building Maintena

Capital Works and Assets Renewal

Depots

Swimming Pools

Venues

City Maintenance

Open Spaces

Ranger Services

Waste Services

Development Programs

Environmental Hea

Environment and Planning

Corporate Performance

Governance and Risk

Service Statement

Depots are responsible for managing and providing maintenance of Council's main two Depot sites. This is an internal service supporting the delivery of frontline services.

Depots cover; Mechanical Workshop, Fleet Management, Stores and the Signshop.

Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
3.2 We have recreational assets that enhance the liveability of our community	Depot Operations	3.2.1 Our valued natural recreational spaces and facilities are fit for purpose and encourage active lifestyles	Maintenance, procurement, leasing and disposal of vehicles, plant, equipment and staff Personal Protection Equipment (PPE) for the internal operation of frontline services	 To ensure frontline services and associated operations meet the required safety standards and compliance standards, including plant and vehicle registration and inspections To ensure frontline services and associated operations meet the required safety standards for PPE and material storage 	Percentage of pre-start checks of vehicles and plant, prior to starting operations actioned on time Percentage of reactive works orders completed within 10 working days	≥90%
			Manufacture, maintain and advise frontline services regarding safety and compliance signs	To ensure frontline services and associated operations meet the required safety standards and compliance standards for road safety and awareness Provide signage for Council events	Percentage of signage requests completed within 15 working days	≥90%

Service Expectations

registration and inspections.

Budget by Sub Service	2024-2025 Budget
Depot Operations	7,459,689
Net Cost of Service	7,459,689
Internal Income and Expenditure	-5,711,213
Net Cost of Service (Inclusive of Internal Costs)	1,748,476

Detailed Service Budget	2024-2025 Budget
User Charges	-2,352
Other Revenue	-256,734
Operating Grants	-1,032
Internal Income	-5,879,478
Total Operating Income	-6,139,596
Employee Costs	1,805,115
Borrowing Costs	105,996
Materials and Services	2,353,104
Depreciation	3,455,592
Internal Expenses	168,265
Total Operating Expenses	7,888,072
Net Cost to Run the Service (Inclusive of Internal Cost)	1,748,476





Swimming Pools

Directorate: City Services

Responsible Officer: Aquatic Centre Manager



Strategic Goal 3:Delivering Sustainable

Infrastructure and Services

Community and Culture

City Services

Asset, Managemer and Asset System Support

Building Maintena

Capital Works and Assets Renewal

Depots

Swimming Pools

Venues

City Maintenance

Open Spaces

Ranger Services

Waste Services

Development Programs

Environmental Hea

Environment and Planning

Corporate Performance

Governance and Risk

Service Statement

Swimming Pools provides premium aquatic centres and fitness facilities for the community. These include Granville Swimming Centre and Gym, Merrylands Swimming Centre, Guildford Swimming Centre, Auburn Ruth Everuss Aquatic Centre (Operated by Belgravia) and Wentworthville Memorial Swimming Centre.

Service Expectations

To provide recreational services and health and wellbeing programs, in addition to complying with facilities maintenance requirements.

This service ensures a clean, safe and friendly environment for residents to follow their recreational and aquatic pursuits.

Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
3.2 We have recreational assets that enhance the	ecreational assets provide a range	Deliver a Learn to Swim Program to increase water safety to our community	Deliver Learn to Swim programs	Swim School enrolments as percentage of capacity	≥80%	
liveability of our community		for participation in active and entertaining activities	Deliver programs and facilities that promote and assist in the health and wellbeing of the community	Provide and deliver the activities and programs to the community: Recreational swimming Lap swimming Training courses School Carnivals and bookings Aqua aerobics programs	Percentage increase in participation across all sites	≥5%
			Deliver facilities that encourage participation and allow for increased health and wellbeing to the community	Deliver Gym programsProvide and maintain modern facilities	Percentage increase in participation / membership	≥5%



Budget by Sub Service	2024-2025 Budget
Swim Centres	1,978,667
Net Cost of Service	1,978,667
Internal Income and Expenditure	3,737,160
Net Cost of Service (Inclusive of Internal Costs)	5,715,827

Detailed Service Budget	2024-2025 Budget
User Charges	-2,560,356
Other Revenue	-104,940
Operating Grants	-744
Total Operating Income	-2,666,040
Employee Costs	3,457,099
Materials and Services	921,544
Depreciation	266,064
Internal Expenses	3,737,160
Total Operating Expenses	8,381,867
Net Cost to Run the Service (Inclusive of Internal Cost)	5,715,827







City Services

Asset, Managemer and Asset System Support

Building Maintenar

Capital Works and Assets Renewal

Depots

Swimming Pools

Venues

City Maintenance

Open Spaces

Ranger Services

Waste Services

Development Programs

Environmental Hea

Environment and Planning

Corporate Performance

Governance and Risk





Venues

Service Statement

Directorate: City Services

Responsible Officer: Manager, Holroyd Centre



Strategic Goal 3:

Delivering Sustainable Infrastructure and Services

Service Expectations

Venues provides premium spaces for the community to hire, including The Holroyd Centre, The Holroyd Gardens Wedding Rotunda, The Eric Tweedale Stadium and The Granville Centre.

This service provides venue spaces and catering so that recreational services and programs can be held. Professional support is also provided for hirers of these spaces.

To provide recreational venues that are safe, compliant, modern and in good condition for the community to use.

To compliment these spaces with event planning, coordination and catering.

Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
3.2 We have recreational assets that enhance the liveability of our community	Venue Management	3.2.2 Our assets provide a range of opportunities for participation in active and entertaining activities	Provide premium bookable spaces and facilities	 Undertake food preparation for Meals on Wheels Organise bookings for venues and room hire Catering for internal meetings, workshops, briefings and social gatherings Seating and venue preparation 	Number of bookings annually	≥4,200

Budget by Sub Service	2024-2025 Budget
Venue Management	83,466
Net Cost of Service	83,466
Internal Income and Expenditure	101,946
Net Cost of Service (Inclusive of Internal Costs)	185,412

Detailed Service Budget	2024-2025 Budget
User Charges	-1,316,345
Other Revenue	-37,698
Internal Income	-433,766
Total Operating Income	-1,787,809
Employee Costs	976,073
Materials and Services	461,436
Internal Expenses	535,712
Total Operating Expenses	1,973,221
Net Cost to Run the Service (Inclusive of Internal Cost)	185,412

Community and Culture

City Services

Asset, Managemer and Asset System Support

Building Maintena

Capital Works and Assets Renewal

Depots

Swimming Pools

Venues

City Maintenance

Open Spaces

Ranger Services

Waste Services

Development Programs

Environmental Hea

Environment and Planning

Corporate Performance

Governance and Risk





City Maintenance

Directorate: City Services

Responsible Officer: Manager, City Maintenance



Strategic Goal 3:

Delivering Sustainable Infrastructure and Services

Community and Culture

City Services

Asset, Managemer and Asset System Support

Building Maintena

Capital Works and Assets Renewal

Depots

Swimming Pools

Venues

City Maintenance

Open Spaces

Ranger Services

Waste Services

Development Programs

Environmental Hea

Environment and Planning

Corporate Performance

Governance and Risk

Service Statement

City Maintenance is responsible for the maintenance and presentation of Cumberland City's public domain areas.

This service focuses on providing a clean and safe public area for the enjoyment of the community by providing maintenance and cleaning services across Cumberland City including the verge, footpaths, stormwater and road networks.

Service Expectations

To provide a clean, well maintained and safe public domain area, including town centres, streetscapes, drainage and road networks.

Objective S	Sub Service	Strategy	Deliverable	Action	Measure	Target
3.1 We have public spaces that are welcoming, inclusive and promote pride in the area	Cleansing	3.1.2 Our community pride is reflected in the cleanliness and upkeep of our valued public spaces and streetscapes	Maintain a clean community for people to enjoy public spaces	Cleaning of CBD and Town Centres Litter picking Mechanical street sweeping Graffiti removal Gross pollutant trap cleaning Creek / Culvert maintenance Minor dump collection	Number of kilometres of streets swept annually Number of stormwater pits cleaned annually 2,912 nightly cleansing of Town Centres to be undertaken annually	≥60,000km ≥1,200 ≥95%

Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
3.1 We have public spaces that are welcoming, inclusive and promote pride in the area	Public Infrastructure	3.1.2 Our community pride is reflected in the cleanliness and upkeep of our valued public spaces and streetscapes	Maintain Council's infrastructure network to improve the overall life of our asset network	Deliver a Road Maintenance Program Deliver a Footpath Repair Program Complete annual Road Audit Undertake repairs identified in the Road Audit Implement Trip Hazard Grinding Program Replace faded or missing line markings Repair damaged fencing and guardrails Undertake Stormwater drainage pit and lintel repairs Reinstate damaged street signs	Number of days to respond to pothole requests Number of footpath repairs annually Number of street signs repaired annually	≤3 600 850

Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
3.1 We have public spaces that are welcoming,	Streetscapes	3.1.2 Our community pride is reflected in the cleanliness		Deliver Streetscape Maintenance Program Undertake public tree maintenance Deliver Verge and Pensioner Mowing	Percentage of Streetscape Maintenance Program completed	100%
inclusive and promote pride in		and upkeep of our valued	amenities across	Maintenance Program Deliver Laneway Maintenance Program	Number of trees maintained annually	1,300
the area		public spaces and streetscapes	Cumberland	Undertake weed spraying / poisoning Remove abandoned shopping trolleys	Number of scheduled verge mowing cycles completed annually	10



Budget by Sub Service	2024-2025 Budget
Cleansing	7,297,195
Public Infrastructure	23,172,501
Streetscapes	3,196,497
Net Cost of Service	33,666,193
Internal Income and Expenditure	3,993,420
Net Cost of Service (Inclusive of Internal Costs)	37,659,613

Buninymy Buninymy

Detailed Service Budget	2024-2025 Budget
User Charges	-604,720
Other Revenue	-205,650
Operating Grants	-1,225,840
Total Operating Income	-2,036,210
Employee Costs	11,881,887
Materials and Services	3,967,776
Depreciation	19,852,740
Internal Expenses	3,993,420
Total Operating Expenses	39,695,823
Net Cost to Run the Service (Inclusive of Internal Cost)	37,659,613





City Services

Asset, Managemer and Asset System Support

Building Maintenar

Capital Works and Assets Renewal

Depots

Swimming Pools

Venues

City Maintenance

Open Spaces

Ranger Services

Waste Services

Development Programs

Environmental Hea

Environment and Planning

Corporate Performance

Governance and Risk



Open Spaces

Directorate: City Services

Responsible Officer: Manager, City Open Spaces



Strategic Goal 3:

Delivering Sustainable Infrastructure and Services

Community and Culture

> City Services

Asset, Managemer and Asset System Support

Building Maintena

Capital Works and Assets Renewal

Depots

Swimming Pools

Venues

City Maintenance

Open Spaces

Ranger Services

Waste Services

Development Programs

Environmental Hea

Environment and Planning

Corporate **Performance**

Governance and Risk

Service Statement

Open Spaces provides maintenance for Council's extensive network of parks, sportsgrounds, playgrounds, bushland, habitat corridors and recreation areas.

This service manages and operates approximately 327 passive parks and premium gardens including Auburn Botanic Gardens, Holroyd Gardens and Central Gardens, 46 sportsgrounds, 37 tennis courts, 226 playgrounds, two golf courses, 200 hectares of bushland, extensive walkways and bicycle paths, BBQs, picnic shelters and park furniture.

Service Expectations

To provide and maintain open spaces and recreational services for the community's benefit, that align with Council's required service level agreements and industry best practices.

Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
3.2 We have recreational assets that enhance the liveability of our community	Golf Courses	3.2.1 Our valued natural recreational spaces and facilities are fit for purpose and encourage active lifestyles	Undertake works to maintain and facilitate the use of Council's golf courses	Undertake scheduled works to ensure compliant, safe and functional golf courses Undertake reactive works to ensure compliant, safe and functional golf courses Improve golf course condition	Number of attendees across Council's golf courses annually	≥60,000

Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
3.2 We have recreational assets that enhance the liveability of our community	Open Space Maintenance	3.2.1 Our valued natural recreational spaces and facilities are fit for purpose and encourage active lifestyles	Undertake scheduled and reactive maintenance works to ensure compliant, safe and functional open spaces	Deliver compliant, safe and high-quality open spaces including bushland, parks and sports fields: Scheduled servicing Reactive servicing Playground inspections Sports field maintenance Bushland and Riparian care Manage bushfire prone areas Enhance quality of nature reserves and gardens.	Percentage of scheduled bushland maintenance works completed Percentage of scheduled parks maintenance works completed Percentage of scheduled playground inspections maintenance works completed Percentage of reactive maintenance works completed	≥90% ≥90% ≥90%
			Carry out routine inspections and maintenance repairs to playgrounds	Undertake playground inspectionsComplete scheduled servicingUndertake reactive works	2,712 playground inspections completed annually	100%

Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
3.2 We have recreational assets that enhance the liveability of our community	Premium Facilities	3.2.1 Our valued natural recreational spaces and facilities are fit for purpose and encourage active lifestyles	Undertake scheduled works to ensure compliant, safe and functional premium facilities	 Scheduled servicing Enhance quality of nature reserves and gardens 	Percentage of scheduled Premium Parks maintenance works completed	≥90%



Budget by Sub Service

Open Space Maintenance

Internal Income and Expenditure

Net Cost of Service (Inclusive of Internal Costs)

Golf Courses

Premium Facilities

Net Cost of Service

Recreation and Sport

Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
3.2 We have recreational assets that enhance the liveability of our community	Recreation and Sport	3.2.1 Our valued natural recreational spaces and facilities are fit for purpose and encourage active lifestyles	Facilitate the use of Council's sporting and recreation venues	 Engage, coordinate and support recreation and sport to maintain high levels of use across bushland and community garden volunteer memberships and the utilisation of Council's assets 	Percentage of asset utilisation during key seasonal periods	≥90%
			Review and prepare deliverable action plans to ensure the safety and usability of green spaces	Review and update Council's Bushfire Management Plan: - Pemulwuy Greystanes - Campbell Hill Pioneer Reserve. Prepare action plan for premium garden spaces	Percentage of Plans developed within timeframe	100%

2024-2025 Budget

-332,752

13,192,553

1,534,570

14,778,155

6,665,412

21,443,567

383,784

Detailed Service Budget	2024-2025 Budget
User Charges	-2,285,448
Other Revenue	-35,700
Total Operating Income	-2,321,148
Employee Costs	9,381,991
Materials and Services	2,756,512
Depreciation	4,960,800
Internal Expenses	6,665,412
Total Operating Expenses	23,764,715

Net Cost to Run the Service (Inclusive of Internal Cost)

J. J.			
		IIO PA	

Vall (
	W S	



Community and Culture

City Services

Asset, Managemer and Asset System Support

Building Maintena

Capital Works and Assets Renewal

Depots

Swimming Pools

Venues

21,443,567

City Maintenance

Open Spaces

Ranger Services

Waste Services

Development

Programs

Environmental Hea

Environment and Planning

Corporate Performance

Governance and Risk





Ranger Services

Directorate: City Services

Responsible Officer: Manager, Waste and Ranger Services



Strategic Goal 3:Delivering Sustainable

Infrastructure and Services

Community and Culture

City Services

Asset, Managemer and Asset System Support

Building Maintena

Capital Works and Assets Renewal

Depots

Swimming Pools

Venues

City Maintenance

Open Spaces

Ranger Services

Waste Services

Development Programs

Environmental Hea

Environment and Planning

Corporate Performance

Governance and Risk

Service Statement

Ranger Services regulates environmental and safety standards across Cumberland City by providing a range of community focused regulatory services, including companion animals' management and parking enforcement.

Service Expectations

To ensure Cumberland City is maintained in a safe and healthy manner to enhance the amenity of the area for the community.

Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
3.3 A clean and safe place to live	Rangers, Parking Patrol and Animal Management	3.3.1 Enforce local laws and regulations for the benefit of all people in	Management of parking compliance, safety and amenity in town centres, Council carparks and residential streets	 Patrol parking zones within commercial and residential areas Enforce parking zone restrictions to maintain safe and accessible parking for road users 	Percentage of parking related complaints attended to within three working days	≥90%
		Cumberland	Management of heavy vehicle movements and parking	Conduct load limited road patrols Enforcement of truck parking road rules	Number of patrols undertaken annually	96
			Provide environmental compliance across Cumberland	 Investigate private property on land that is overgrown with vegetation and take action to return it to a safe condition Investigate illegally dumped rubbish Monitor building sites for out of hours operations and ensure erosion and sediment controls are in place Patrol parks and open space to manage their correct use 	Percentage of all regulatory actions completed within three working days	≥90%
			Regulation of unattended property in public spaces	Investigate and action the removal of abandoned vehicles from roadways	Percentage of abandoned vehicles actions resolved within 15 working days	≥90%
			Regulation of heavy / long vehicles on local load limited roads	 Monitor local load limited roads to ensure road safety and the protection of Council's roadway infrastructure assets 	Percentage of patrols completed annually	≥90%
		3.3.2 Monitor and regulate to make Cumberland a	Regulation of lost and stray companion animals	Conduct patrols and collect stray and escaped companion animals, return to their owner or re-home from Council's animal holding facility	Percentage of companion animals returned to their owner or re-homed	≥95%
		safe place to live	Encourage safe parking within school zones	Daily patrols of school zones during school terms	Number of patrols undertaken in school zones per week during school terms	≥10



Budget by Sub Service	2024-2025 Budget
Rangers, Parking Patrol and Animal Management	-1,963,417
Net Cost of Service	-1,963,417
Internal Income and Expenditure	1,073,683
Net Cost of Service (Inclusive of Internal Costs)	-889,734

Detailed Service Budget	2024-2025 Budget
User Charges	-84,000
Other Revenue	-6,068,256
Total Operating Income	-6,152,256
Employee Costs	3,037,479
Materials and Services	1,151,360
Internal Expenses	1,073,683
Total Operating Expenses	5,262,522
Net Cost to Run the Service (Inclusive of Internal Cost)	-889,734



City Services

Asset, Managemer and Asset System Support

Building Maintenar

Capital Works and Assets Renewal

Depots

Swimming Pools

Venues

City Maintenance

Open Spaces

Ranger Services

Waste Services

Development Programs

Environmental Hea

Environment and Planning

Corporate Performance

Governance and Risk









Waste Services

Directorate: City Services

Responsible Officer: Manager, Waste and Ranger Services



Strategic Goal 3:

Delivering Sustainable Infrastructure and Services



Community and Culture

> City Services

Asset, Managemer and Asset System Support

Building Maintena

Capital Works and Assets Renewal

Depots

Swimming Pools

Venues

City Maintenance

Open Spaces

Ranger Services

Waste Services

Development Programs

Environmental Hea

Environment and Planning

Corporate **Performance**

Governance and Risk

Service Statement

Waste Services provides best value residential, commercial, town centre and public park waste collection services, regular clean-up services and removal of illegally dumped rubbish across Cumberland City.

Service Expectations

To ensure all waste services are provided across Cumberland City within required timeframes and to agreed service levels.

Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
3.3 A clean and safe place to live	Commercial Waste Services	3.3.3 Provide access to sustainable waste services that keep our community clean and tidy	Collection of commercial waste services for Council buildings, business customers and special community events	Undertake efficient collection services of commercial waste	Missed commercial waste service collections	≤0.1%
Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
3.3 A clean and safe place to live	Domestic Waste Services	3.3.3 Provide access to sustainable waste services that keep our community clean and tidy	Management and collection of domestic waste bins	Manage Council's contract for collection of domestic waste, recyclables and organic services Provision of new and replacement bins for residential waste collections	Percentage of missed domestic waste service collections Percentage of new bins provided within five working days of request	≤0.1% ≥97%
			Provision of a booked household clean-up service	Collection of booked household kerbside clean-ups Collection of basement clean-up services for multi-unit dwellings	Percentage of kerbside clean-up services completed on the day of booking	≥98%
Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
3.3 A clean and safe place to live	Street and Park Waste Services	3.3.3 Provide access to sustainable waste services that keep our community	Collection of public place street and park litter bins	Service street and park waste litter bins across Cumberland City based on agreed service levels	Number of complaints for missed street litter bin collections annually	≤10
	clean and tidy	Reducing the number of community reported incidents of illegal dumping	Collection of reported illegally dumped rubbish next business day Patrol residential streets to remove illegally dumped rubbish	Percentage decrease in resident reported incidents compared to previous year	≤5%	



Budget by Sub Service	2024-2025 Budget
Commercial Waste Services	-785,000
Domestic Waste Services	-8,197,207
Street and Park Waste Services	1,844,327
Net Cost of Service	-7,137,880
Internal Income and Expenditure	6,516,820
Net Cost of Service (Inclusive of Internal Costs)	-621,060

Detailed Service Budget	2024-2025 Budget
Rates & Annual	-54,084,576
User Charges	-785,000
Other Revenue	-18,900
Total Operating Income	-54,888,476
Employee Costs	2,957,064
Materials and Services	43,097,524
Depreciation	1,696,008
Internal Expenses	6,516,820
Total Operating Expenses	54,267,416
Net Cost to Run the Service (Inclusive of Internal Cost)	-621,060



> City Services

Asset, Managemer and Asset System Support

Building Maintenar

Capital Works and Assets Renewal

Depots

Swimming Pools

Venues

City Maintenance

Open Spaces

Ranger Services

Waste Services

Development Programs

Environmental Hea

Environment and Planning

Corporate **Performance**

Governance and Risk





Page 107 C04/24-495 - Attachment 1



Development Programs

Directorate: City Services

Responsible Officer: Manager, Environmental Health and Development Programs



Strategic Goal 3:

Delivering Sustainable Infrastructure and Services



Community and Culture

City Services

Asset, Managemer and Asset System Support

Building Maintena

Capital Works and Assets Renewal

Depots

Swimming Pools

Venues

City Maintenance

Open Spaces

Ranger Services

Waste Services

Development Programs

Environmental Hea

Environment and Planning

Corporate Performance

Governance and Risk

Service Statement

Development Programs investigates and regulates unauthorised and illegal works in Cumberland City, such as illegal building works and unauthorised land use. This service is designed to protect and ensure the safety of the community.

Service Expectations

To provide and enforce measures that promote better community outcomes, in terms of safer built environments in accordance with Council's adopted Compliance and Enforcement Policy and Operational Guidelines.

Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
3.3 A clean and safe place to live	Development Programs	3.3.1 Enforce local laws and regulations for the benefit of all people in Cumberland	Undertake inspections and regulatory enforcement actions	 Investigate and inspect: unauthorised building work unauthorised land use development not in accordance with consent unauthorised tree removals unsafe buildings. Review all regulatory policies / procedures 	Percentage of regulatory action investigations completed within 30 working days	≥90%
			Undertake a Fire Safety Program to protect the buildings across Cumberland City	Assess annual fire safety statements Investigate fire related complaints Review of all regulatory policies and procedures	Percentage of submitted annual fire safety statement assessments completed within 10 calendar days	≥90%
			Inspect privately owned swimming pools for compliance with legislation	Investigate swimming pool complaints Develop the Swimming Pool Barrier Program Review of all regulatory policies and procedures	Percentage of Swimming Pool investigations initiated within three working days	≥95%

Budget by Sub Service	2024-2025 Budget
Development Programs	951,665
Net Cost of Service	951,665
Internal Income and Expenditure	182,578
Net Cost of Service (Inclusive of Internal Costs)	1,134,243

Detailed Service Budget	2024-2025 Budget
User Charges	-612,500
Other Revenue	-89,250
Total Operating Income	-701,750
Employee Costs	1,600,515
Materials and Services	52,900
Internal Expenses	182,578
Total Operating Expenses	1,835,993
Net Cost to Run the Service (Inclusive of Internal Cost)	1,134,243



Environmental Health

Directorate: City Services

Responsible Officer: Manager, Environmental Health and Development Programs



Strategic Goal 3:

Service Expectations

tools where appropriate.

To provide optimal environmental and

assessing standards and using regulatory

community health outcomes for the Cumberland City community by regularly

Delivering Sustainable Infrastructure and Services



Community and Culture

City Services

Asset, Managemer and Asset System Support

Building Maintena

Capital Works and Assets Renewal

Depots

Swimming Pools

Venues

City Maintenance

Open Spaces

Ranger Services

Waste Services

Development Programs

Environmental He

Environment and Planning

Corporate Performance

Governance and Risk

Service Statement

Environmental Health regulates and encourages the improvement of environmental, public health and safety standards across Cumberland City. This includes the regulation of food premises, skin penetration businesses, cooling water systems, the investigation and regulation of unlawful activities that have the potential to impact the environment, public health and safety.

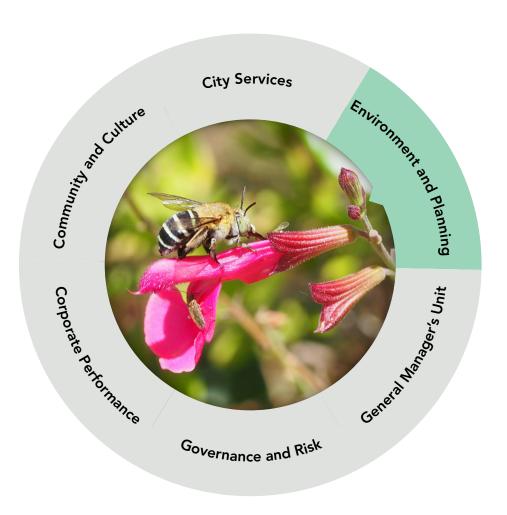
This service also provides technical advice to key stakeholders to ensure environmental health best practice is considered during the development application process. In addition to providing regular support and reporting to connected state agencies such as the Western Sydney Local Health District (WSLHD), NSW Food Authority and NSW EPA.

Objective Sub S	Service	Strategy	Deliverable	Action	Measure	Target
•	ronmental :	3.3.2 Monitor and regulate to make Cumberland a safe place to live	Ensure compliance with Food Safety and Public Health requirements within the community	Conduct Food Inspections (Food Safety Program) Conduct Skin Penetration Program Deliver the Cooling Tower Program Complete Development Application (DA) referrals Prepare Annual Food report to NSW Food Authority Implement Food seminars Undertake Enforcement Actions Investigate health and environmental complaints: Noise related complaints Food borne illnesses Water pollution Air pollution Skin Penetration complaints Legionella outbreaks	Percentage of food safety surveillance inspections completed annually Percentage of Skin Penetration inspections completed annually Percentage of Cooling Tower inspections completed annually	100%
				- Asbestos - Contaminated lands.		

Budget by Sub Service	2024-2025 Budget
Environmental Health Programs	1,129,805
Net Cost of Service	1,129,805
Internal Income and Expenditure	1,890,227
Net Cost of Service (Inclusive of Internal Costs)	3,020,032

Detailed Service Budget	2024-2025 Budget
User Charges	-726,000
Other Revenue	-42,350
Total Operating Income	-768,350
Employee Costs	1,879,179
Materials and Services	18,976
Internal Expenses	1,890,227
Total Operating Expenses	3,788,382
Net Cost to Run the Service (Inclusive of Internal Cost)	3,020,032





Environment and Planning

City Planning and Development

Development Management

Development Assessment

Strategic Planning

Heritage

Strategic Planning

Engineering and Building

Engineering and Building

Building Assessment

Stormwater and Infrastructure Design

Traffic and Transport

Environment and Planning Systems

Environment Programs

Environmental Strategy and Programs

Planning Systems

Contribution Plan Administration
Planning Agreements, Certificates and Proposals

Public Spaces Planning and Design

Action Plans for Public Spaces

Place and Engagement

Place and Engagement

Community Engagement Economic Development Smart Places



Community and Culture

City Services

Environment and Planning

Development Management

Strategic Planning

Engineering and Building

Environment Progr

Planning Systems

Public Spaces Planning and Design

Place and Engagement

Corporate Performance

Governance and Risk

7 Services

13 Sub Services





Development Management

Directorate: Environment and Planning

Responsible Officer: Coordinators, Major Development Assessment, Fast Track

Development Assessment and Planning Operations



Strategic Goal 2: Enhancing the Natural

and Built Environment

Community and Culture

City Services

Environment and Planning

Development Management

Strategic Planning

Engineering and Building

Environment Progr

Planning Systems

Public Spaces Planning and Desig

Place and Engagement

Corporate Performance

Governance and Risk

Service Statement

The Development Management service undertakes development assessments, private tree assessments and planning panels.

Service Expectations

To address NSW Government initiatives impacting Council by completing reports, processing submissions and contributing to district planning. Ensure Council initiatives meet legislative requirements and set timeframes.

Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
2.1 Celebrate our diverse built and natural environments	Development Assessment	2.1.2 Protect and improve our natural environment and ensure development	Delivery of process improvements and timely management of planning panels	Conduct planning panel meetings once a month (excluding January) Undertake and deliver process improvements	11 Planning Panel meetings held annually	100%
		has a positive impact on our City	Promoting sustainable development and encouraging good design outcomes	 Undertake assessment and determination of development applications, tree applications and subdivision certificates Provide high level planning advice 	Development Application median processing time	86 days

Budget by Sub Service	2024-2025 Budget
Development Assessment	2,849,132
Net Cost of Service	2,849,132
Internal Income and Expenditure	3,801,449
Net Cost of Service (Inclusive of Internal Costs)	6,650,581

Detailed Service Budget	2024-2025 Budget
User Charges	-2,944,944
Other Revenue	-99,750
Total Operating Income	-3,044,694
Employee Costs	5,698,822
Materials and Services	195,004
Internal Expenses	3,801,449
Total Operating Expenses	9,695,275
Net Cost to Run the Service (Inclusive of Internal Cost)	6,650,581





Strategic Planning

Directorate: **Environment and Planning**

Responsible Officer: Coordinator, Urban Strategy and Planning



Strategic Goal 2: Enhancing the Natural and Built Environment

Community and Culture

> City Services

Environment and Planning

Development Management

Strategic Planning

Engineering and Building

Environment Progr

Planning Systems

Public Spaces Planning and Desig

Place and Engagement

> Corporate **Performance**

Governance and Risk

Service Statement

Strategic Planning is responsible for Cumberland City's strategic land use planning for vibrant and liveable neighbourhoods that meet housing and job needs. In addition to coordinating with transport and green infrastructure and plans according to resident, business and stakeholders' benefits.

This service includes district, regional and local planning policies, key centres planning and strategic corridors and advocating for key issues, such as affordable housing, infrastructure delivery and responding to NSW State Government initiatives.

To provide	land	use	plannin
'			

Service Expectations

ng and advocacy that will create opportunities to meet the housing, employment and recreation needs of the community, supported by infrastructure while planning for well designed, resilient and vibrant local neighbourhoods.

Objective S	Sub Service	Strategy	Deliverable	Action	Measure	Target
2.1 Celebrate our diverse built and natural environments	Heritage	Prepare land use plans and controls that value our heritage, encourage economic development, facilitate local infrastructure improvements and create vibrant precincts	Undertake the Heritage Rebates and Awards Program and coordinate the Heritage Community Advisory Committee	Undertake the Heritage Rebates and Awards Program, including community engagement, application reviews and judging with the Heritage Committee Ensure meeting schedule for Heritage Committee meetings are compliant	Three Heritage Committee meetings held annually	100%

		and create vibrant precincts		Committee meetings are compilant		
Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
2.1 Celebrate our diverse built and natural environments	Strategic Planning	2.1.1 Prepare land use plans and controls that value our heritage, encourage economic development, facilitate local infrastructure improvements and create vibrant precincts	Long-term planning of the local government area for the benefit of existing and future communities	Liaise with government bodies on proposed planning, legislative and regulatory changes Progress the Westmead South Master Plan Progress the Woodville Road Corridor Strategy Progress the Granville Master Plan Develop Urban and Land Use planning strategies that respond to the long term needs of our community Review and progress housekeeping amendments to the Local Environmental Plans (LEP) and Development Control Plans (DCP), as required	Percentage of Masterplans progressed annually Percentage of Strategy actions completed annually	≥80%



Budget by Sub Service	2024-2025 Budget
Heritage	57,504
Strategic Planning	1,423,911
Net Cost of Service	1,481,415
Internal Income and Expenditure	472,372
Net Cost of Service (Inclusive of Internal Costs)	1,953,787

Detailed Service Budget	2024-2025 Budget
Other Revenue	-15,750
Operating Grants	-
Total Operating Income	-15,750
Employee Costs	1,139,661
Materials and Services	357,504
Internal Expenses	472,372
Total Operating Expenses	1,969,537
Net Cost to Run the Service (Inclusive of Internal Cost)	1,953,787



Environment and Planning

Development Management

Strategic Planning

Engineering and Building

Environment Progr

Planning Systems

Public Spaces Planning and Desig

Place and Engagement

Corporate **Performance**

Governance and Risk







Engineering and Building

Directorate: Environment and Planning

Responsible Officer: Coordinator, Building Assessment, Executive Engineer, Stormwater and

Infrastructure Design and Executive Engineer, Traffic and Transport

Strategic Goal 2:

Enhancing the Natural and Built Environment

Service Statement

Engineering and Building provides technical advice and design support for traffic and transport, public domain and flood management, with an aim to improve road safety and asset protection within Cumberland City.

This service also undertakes an approval process for building, infrastructure and stormwater.

Service Expectations

To provide Cumberland City with safe infrastructure that supports current and future needs.

To respond to Council initiatives within timeframes and in accordance with legislative requirements.

	~	
	~	

Community and Culture

City Services

Environment and Planning

Development Management

Strategic Planning

Engineering and Building

Environment Progr

Planning Systems

Public Spaces Planning and Desig

Place and Engagement

Corporate Performance

Governance and Risk

Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
2.1 Celebrate our diverse built and natural environments	Building Assessment	2.1.1 Prepare land use plans and controls that value our heritage, encourage economic development, facilitate local infrastructure improvements and create vibrant precincts	Provide building assessment services	Assess and determine building applications in accordance with legislative and Council requirements, these include: Building Applications: Construction Certificates Complying Development Certificates Occupation Certificates Section 68 Applications. Building Information Certificates (BIC)	Percentage of all building related applications completed within 30 calendar days Percentage of Building Information Certificate (BIC) applications completed within 90 calendar days	≥90% ≥90%

				building information certificates (bic)	,	
Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
2.1 Celebrate our diverse built and natural environments	Stormwater and Infrastructure Design	2.1.1 Prepare land use plans and controls that value our heritage, encourage economic development, facilitate local infrastructure improvements and create vibrant precincts	Develop initiatives to improve Cumberland's stormwater design	 Provide advice on flood related matters Oversee and facilitate the Floodplain Risk Management committee Manage and deliver the Duck River and Creek Overland Flood Study Investigate, survey and complete concept and detailed designs within Council's annual capital delivery programs 	Two Flood Risk Management Committee meetings held annually Percentage of stormwater work designs progressed annually	100%
			Develop initiatives to improve Cumberland's infrastructure landscape	 Provide technical advice, guidelines and suggest design controls that improve public domain works Assess and determine the following applications in accordance with legislative and Council requirements, these include: Section 68 Applications Section 138 Applications Driveway Applications Engineering Compliance Certificates. 	Percentage of engineering certificates completed within 30 calendar days Percentage of driveway applications completed within 21 calendar days	≥90% ≥90%



Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
2.1 Celebrate our diverse built and natural environments	Traffic and Transport	2.1.1 Prepare land use plans and controls that value our heritage, encourage economic	Deliver initiatives to improve Cumberland's	Address road safety concerns by investigating and proposing improvements to the Cumberland Local Traffic Committee (CLTC) before reporting to Council	Five Cumberland Traffic Committee meetings held annually	100%
CHVIIOIIIICHG		development, facilitate local infrastructure	traffic flow and address road	Identify and develop projects for grant submission	Number of Black Spot grant submissions annually	3
		improvements and create vibrant precincts	safety concerns	 Manage Black Spot and Get Active NSW projects Assess and determine road occupancy licence applications Manage delivery of annual Traffic Program 	Percentage of Road Occupancy licence applications determined within 21 calendar days	≥90%
				Process National Heavy Vehicle Regulator (NHVR) applications Process and issue residential parking permits	Percentage of National Heavy Vehicle Regulator applications completed within 30 calendar days	≥90%
					Percentage of residential parking permits processed and issued within 10 calendar days	≥90%

Budget by Sub Service	2024-2025 Budget
Building Assessment	52,427
Stormwater and Infrastructure Design	6,905,543
Traffic and Transport	-2,687,388
Net Cost of Service	4,270,582
Internal Income and Expenditure	1,438,149
Net Cost of Service (Inclusive of Internal Costs)	5,708,731

Detailed Service Budget	2024-2025 Budget
Rates & Annual	-1,836,648
User Charges	-2,875,038
Other Revenue	-29,400
Operating Grants	-1,185,108
Total Operating Income	-5,926,194
Employee Costs	3,068,124
Materials and Services	69,052
Depreciation	7,059,600
Internal Expenses	1,438,149
Total Operating Expenses	11,634,925
Net Cost to Run the Service (Inclusive of Internal Cost)	5,708,731



City Services

Environment and Planning

Development Management

Strategic Planning

Engineering and Building

Environment Progr

Planning Systems

Public Spaces Planning and Desig

Place and Engagement

Corporate Performance

Governance and Risk



Environment Programs

Service Statement

Directorate: Environment and Planning

Responsible Officer: Senior Coordinator, Environment and Resource Recovery



Strategic Goal 2: Enhancing the Natural

and Built Environment

Service Expectations

Environment Programs provides a range of environmental, planning and waste related programs and services across Cumberland City, which ensures public spaces are clean and well maintained.

To respond to NSW Government initiatives affecting Council with the completion of reports, submissions and contributions to district planning.

Environment Programs responds to Council initiatives within timeframe and in accordance with legislative requirements.

Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
2.1 Celebrate our diverse built and natural environments	Environmental Strategy and Programs	2.1.2 Protect and improve our natural environment and ensure development has a positive impact on our City	Facilitate and promote environmental initiatives	 Implement the Bin Inspection Program of household recycling and garden bins for contamination Organise, deliver and event manage the annual School Sustainability Expo Develop a Litter Strategy Progress delivery of current environmental strategies Develop, manage and coordinate environmental projects and programs Continue investigation of Food Organic and Garden Organics (FOGO) best practices for Single Unit Dwellings (SUD) and Multiple Unit Dwellings (MUD) Review Food Organic and Garden Organics (FOGO) Stage 1 Trial Commence project planning for full implementation of Food Organic and Garden Organics (FOGO) collection service 	Number of bin inspections annually Number of students attending the School Sustainability Expo Number of environmental and resource recovery events and workshops Number of households registered and participating in the FOGO Stage 2 Trial	≥10,000 ≥300 20 ≥1,000

Budget by Sub Service	2024-2025 Budget
Environmental Strategy and Programs	1,663,255
Net Cost of Service	1,663,255
Internal Income and Expenditure	901,502
Net Cost of Service (Inclusive of Internal Costs)	2,564,757

Detailed Service Budget	2024-2025 Budget
User Charges	-494,976
Other Revenue	-17,850
Operating Grants	-126,012
Total Operating Income	-638,838
Employee Costs	2,063,077
Materials and Services	239,016
Internal Expenses	901,502
Total Operating Expenses	3,203,595
Net Cost to Run the Service (Inclusive of Internal Cost)	2,564,757

Community and Culture

City Services

Environment and Planning

Development Management

Strategic Planning

Engineering and Building

Environment Prog

Planning Systems

Public Spaces Planning and Desig

Place and Engagement

Corporate Performance

Governance and Risk





Planning Systems

Directorate:Environment and PlanningResponsible Officer:Coordinator, Planning Systems



Strategic Goal 2: Enhancing the Natural and Built Environment

Community and Culture

City Services

Environment and Planning

Development Management

Strategic Planning

Engineering and Building

Environment Progr

Planning Systems

Public Spaces Planning and Desig

Place and Engagement

> Corporate Performance

Governance and Risk

Service Statement

Planning Systems delivers a range of services including the preparation and assessment of developer-initiated planning proposals, as well as negotiation and preparation of voluntary planning agreements associated with planning proposals.

This service prepares and administers local infrastructure contributions plans and prepares and issues planning certificates. In addition, the service monitors and reports on legislative and policy changes and advocates for the needs of Cumberland City.

Service Expectations

To ensure orderly and appropriate development that responds to changing needs and circumstances and is consistent with the broader strategic planning framework and policy context, including Council and the community's long-term strategic vision for Cumberland.

Provide timely delivery of key infrastructure to support growth in housing, employment and other opportunities across Cumberland City. Deliver well-connected and high-quality local environments that respond to the needs of the diverse community.

Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
2.1 Celebrate our diverse built and natural environments	Contribution Plan Administration	2.1.1 Prepare land use plans and controls that value our heritage, encourage economic development, facilitate local infrastructure improvements and create vibrant precincts	Enable the delivery of local infrastructure	 Deliver ongoing administration and financial management of the Local Infrastructure Contribution Plans applicable to Development Approvals and Complying Development Certificates Audit and acquit Voluntary Planning Agreements (VPA), Works in Kind Agreements (WIKA) and associated bonds 	Notify assessed value of Local Infrastructure Contribution for Development Approval (DA) and Complying Development Certificates (CDC) within five working days	≥90%

Objective Sub S	Service St	trategy	Deliverable	Action	Measure	Target
	eements, tificates and		Enable the delivery of public benefit provision	 Process letter of offer of Planning Agreement associated with Planning Proposal for review and assessment Review and negotiate public benefit outcomes within planning agreements Monitor Planning Agreement for compliance Commence Finalisation of Planning Agreement Negotiate and implement Works in Kind Agreements (WIKA) associated with Planning Proposal 	Percentage of compliant Planning Agreements	100%



Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
2.1 Celebrate our diverse built and natural environments	Planning Agreements, Certificates and Proposals	2.1.1 Prepare land use plans and controls that value our heritage, encourage economic development, facilitate local infrastructure improvements and create vibrant	Enable the issuing of Planning Certificates	 Accept applications for the issue of Planning Certificates Review and assess the attributes relevant to the site subject to the Planning Certificates request Prepare and issue Planning Certificates Update planning certificates in response to changes to regulation and policies Prepare and issue flood advice letters 	Percentage of Planning Certificates issued within five calendar days Percentage of Flood Advice Letters issued within 10 calendar days	≥90% ≥90%
		precincts	Enable development works under proponent-led Planning Proposals	Undertake Pre-lodgement meetings of scoping proposal Review and process Planning Proposal applications Assess site-specific and proponent-led Planning Proposals Report to Local Planning Panel and Council Progress Planning Proposals to Department of Planning and Environment (DPE) for Gateway Determination Progress Gateway Determination Decision and Condition Amend relevant Council instrument such as Local Environmental Plans (LEPs) and Development Control Plans (DCPs)	Percentage of standard Planning Proposals assessed within 95 working days Percentage of complex Planning Proposals assessed within 120 working days	≥80%

Budget by Sub Service	2024-2025 Budget
Contribution Plan Administration	310,527
Planning Agreements, Certificates and Proposals	-148,056
Net Cost of Service	162,471
Internal Income and Expenditure	100,775
Net Cost of Service (Inclusive of Internal Costs)	263,246

Detailed Service Budget	2024-2025 Budget
User Charges	-148,056
Other Revenue	-5,250
Total Operating Income	-153,306
Employee Costs	223,773
Materials and Services	92,004
Internal Expenses	100,775
Total Operating Expenses	416,552
Net Cost to Run the Service (Inclusive of Internal Cost)	263,246



City Services

Environment and Planning

Development Management

Strategic Planning

Engineering and Building

Environment Progr

Planning Systems

Public Spaces Planning and Desig

Place and Engagement

Corporate Performance

Governance and Risk



Public Spaces Planning and Design

Directorate: **Environment and Planning**

Responsible Officer: Coordinator, Public Spaces Planning and Design



Strategic Goal 2: Enhancing the Natural and Built Environment

> Community and Culture

> > City **Services**

Environment and Planning

Development Management

Strategic Planning

Engineering and Building

Environment Progr

Planning Systems

Public Spaces Planning and Desi

Place and Engagement

> Corporate **Performance**

Governance and Risk

Service Statement

Service Expectations

Public Spaces Planning and Design provides a range of planning and design services aimed at To ensure open space and public domain areas are planned and designed for the current and improving quality and amenity of Council's open space and public domain areas. future needs of the Cumberland community.

Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
2.1 Celebrate our diverse built and natural environments	Action Plans for Public Spaces	2.1.1 Our assets provide a range of opportunities for participation in active and entertaining activities	Implement priority actions within Plans for Public Spaces	 Implement priority actions within Action Plans for Public Spaces Source funds to implement projects Develop public domain plans for town centres and 	Number of actions completed through the delivery of projects	2
				strategic corridors	Number of grant submissions annually	2
			Implementation of the Open Space and Recreation Strategy	Progress actions from the Open Space and Recreation Strategy (2019-2029): Planning and Design of New Open Space Facilities including Hyland Road Sporting Complex Explore Opportunities for Shared Use of Recreation Facilities Continue to prepare Plans of Management Prepare Dog Off-Leash Area Feasibility Study. Progress relevant studies as resolved by Council that relate to the Strategy: Development of Public Amenities Plan including Female Friendly Facilities Development of Sports Surfaces Action Plan Development of Playspaces Action Plan.	Number of actions completed annually	≥1



Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
2.1 Celebrate our diverse built and natural environments	Action Plans for Public Spaces	2.1.1 Our assets provide a range of opportunities for participation in active and entertaining activities	Implementation of the Community Facilities Strategy	Undertaking priority actions within the Community Facilities Strategy, such as: Addressing the existing inequitable distribution of key facilities across the Cumberland area Improving the functionality and flexibility of facilities and spaces to broaden and increase use Coordinating facility planning with neighbouring councils and State Government departments including working with NSW Schools Infrastructure for Shared Spaces.	Number of actions completed annually	≥1
			Implementation of the Plan of Management Preparation Program	 Ensure all relevant Plans of Management are up to date and implemented Undertake priority actions within the Plan of Management Program 	Number of Plans of Management completed / updated annually	1
			Undertake all relevant planning and design actions within the Strategic Corridors Program	 Continue with the Implementation of the Prospect Pipeline and Duck River Corridor Masterplan: Implementing corridor gateways and local parks Expanding connectivity of Active Transport Links in key Strategic Corridors Developing Interpretation Plans relevant to key corridors. 	Number of Program actions completed annually	2

Budget by Sub Service	2024-2025 Budget
Action Plans for Public Spaces	650,169
Net Cost of Service	650,169
Internal Income and Expenditure	49,794
Net Cost of Service (Inclusive of Internal Costs)	699,963

Detailed Service Budget	2024-2025 Budget
Other Revenue	-11,550
Total Operating Income	-11,550
Employee Costs	652,755
Materials and Services	8,964
Internal Expenses	49,794
Total Operating Expenses	711,513
Net Cost to Run the Service (Inclusive of Internal Cost)	699,963



City Services

Environment and Planning

Development Management

Strategic Planning

Engineering and Building

Environment Progr

Planning Systems

Public Spaces Planning and Desi

Place and Engagement

Corporate Performance

Governance and Risk





Place and Engagement

Directorate: Environment and Planning

Responsible Officer: Coordinators, Community Engagement and Communications,

Place Liaison and Activation and Economic Development



Strategic Goal 2:

Enhancing the Natural and Built Environment

Community and Culture

City Services

Environment and Planning

Development Management

Strategic Planning

Engineering and Building

Environment Progr

Planning Systems

Public Spaces Planning and Design

Place and Engagement

Corporate Performance

Governance and Risk

Service Statement

Place and Engagement actively creates opportunities for the community to be engaged in Council's activities to ensure that community feedback and insights inform decision making and promotes economic development. Local businesses are supported through programs and strong partnerships with the Local Chamber of Commerce and NSW Government.

This service promotes, advocates and showcases Cumberland City to attract large business and industry, undertaking place making, activations and smart places initiatives to support the vibrancy and success of town centres, enhance the local areas and provide smart services.

To provide engaging, inclusive and timely engagement opportunities relative to the scale of project to obtain community input and ensure transparency in decision making.

To promote the economic growth of Cumberland City and develop strong partnerships with business, industry and stakeholders to nurture a thriving local economy and ensure local places are activated and neglected spaces renewed.

Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
2.2 Places and spaces that are vibrant and connect us	Community Engagement	2.2.1 Activate and support our centres, local areas and local businesses to be vibrant places that connect people	Provide engaging, inclusive and timely engagement opportunities	Deliver community consultations and ensure they comply with the International Association for Public Participation Practice and Cumberland Community Engagement Strategy Maintain visibility across five wards through pop-up, engagement sessions and other forms of two-way engagement Continually review, improve and deliver Council's 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	Number of major engagement projects delivered annually Number of engagement sessions held annually	30
			Assist in the administration of Council's Have Your Say engagement portal	 Create and maintain the Have Your Say portal including delivery of projects and monthly newsletter to community members registered on the portal Develop content and collateral relevant to the project being submitted and ensuring easy access and transparency Design engagement tools including two way surveys and other methods of feedback collection Create engagement and evaluation reports to brief on captured feedback and close the loop with stakeholders 	Percentage increase in engagement subscriptions and views on Council's engagement portal from previous year	≥5%
			Deliver place making and activation projects across each ward	Capture data around use of public spaces and suggestions on upgrades Create activations which reflect identity of a place and enhance the social connection, cohesion and the way our communities use that place Design physical public domain upgrades and tangible infrastructure embellishments	Number of place activations annually	5

C04/24-495 – Attachment 1 Page 121

Service Expectations



Objective	Sub Service	Strategy	Deliverable	Action	Measure	Targe
2.2 Places and spaces that are vibrant and connect us	Economic Development	2.2.1 Activate and support our centres, local areas and local businesses to be vibrant places that connect people	Support residents and businesses with programs and services aimed at improving the Local Government Area's economic climate	 Provide external business support services Facilitate partnerships between businesses, governments and educational institutions Conduct, organise and host business community events Support businesses and community organisations to implement and promote inclusive practices through membership with the Zero Barriers Project 	Number of relevant economic initiatives conducted annually Number of businesses engaged with annually	50
			Audit Economic Activity in Town Centres and Locals Shops	Promote and advocate Cumberland as a place for business and investment Conduct an analysis of town centres business environment	Number of evaluation reports produced annually	3
			Promote the economic growth of Cumberland City	Develop and implement Economic Development plans and strategies Create campaign around town centre promotion	Number of campaigns deployed annually	3
Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
2.2 Places and spaces that are vibrant and connect us	Smart Places	2.2.1 Activate and support our centres, local areas and local businesses to be vibrant places that connect people	To progress smart places initiatives that improve the community's experiences in Cumberland City and enable safe, easy and efficient use of services	Implementation actions from Smart Places Strategy and Action Plan, including: Create smart spaces in planning of town centres, major capital works and open spaces through integration of smart technology for the benefit of our residents, businesses and visitors, starting with the new Merrylands Civic Square. Leverage digital tools, technology and hardware to increase community engagement opportunities. Identify and commence delivery of free public Wi-Fi in high priority areas. Explore the development of a Community Lab Program and integrated partnerships with TAFEs and universities to allow our community to interact with Internet of Things (IoT) sensor kits and data. Implement program for smart technology to increase safety in public spaces, including CCTV components and	Number of Actions completed annually	3



City Services

Environment and Planning

Development Management

Strategic Planning

Engineering and Building

Environment Progr

Planning Systems

Public Spaces Planning and Design

Place and Engagement

Corporate Performance

Governance and Risk

C04/24-495 – Attachment 1 Page 122

Explore options to develop an open data platform.

- Investigate locations for EV charging stations in public carparks and suitable on-street locations.

- Progress planning for actions in future years, or accelerate should strategic opportunities arise.



Budget by Sub Service	2024-2025 Budget
Community Engagement	1,054,985
Economic Development	42,840
Smart Places	20,004
Net Cost of Service	1,117,829
Internal Income and Expenditure	541,576
Net Cost of Service (Inclusive of Internal Costs)	1,659,405

Detailed Service Budget	2024-2025 Budget
Other Revenue	-
Operating Grants	-89,668
Total Operating Income	-89,668
Employee Costs	985,281
Materials and Services	222,216
Internal Expenses	541,576
Total Operating Expenses	1,749,073
Net Cost to Run the Service (Inclusive of Internal Cost)	1,659,405



City Services

Environment and Planning

Development Management

Strategic Planning

Engineering and Building

Environment Progr

Planning Systems

Public Spaces Planning and Desig

Place and Engagement

Corporate Performance

Governance and Risk









Corporate Performance

Customer Experience and Technology

Bookings and Community Centres

Bookings Administration
Community Centre Operations and Programs

Customer Service

Complaints and Feedback Customer Experience Records Management

Information Technology

Information Systems and Data Technology Services

Finance

Accounting

Financial Reporting and Accounting

Rates

Rates

Human Resources

Human Resources

Human Resources Support Learning and Organisational Development

Strategic Communications

Strategic Communications

Marketing and Promotions

Media and Communications

Strategy and Improvement

Business Improvement

Improvement and Implementation

Corporate Strategy, Planning and Performance

Corporate Strategy, Planning and Performance



Community and Culture

City Services

Environment and Planning

Corporate Performance

Bookings and Community Centre

Customer Service

Information Technology

Accounting

Rates

Human Resources

Strategic Communications

Business Improven

Corporate Strategy Planning and Performance

Governance and Risk

9 Services

15 Sub Services



Bookings and Community Centres

Directorate: Corporate Performance

Responsible Officer: Coordinator, Bookings and Community Centres



Strategic Goal 1:

Supporting Community Health, Safety and Wellbeing



Community and Culture

City Services

Environment and Planning

Corporate Performance

Bookings and Community Centr

Customer Service

Information Technology

Accounting

Rates

Human Resources

Strategic Communications

Business Improven

Corporate Strategy Planning and Performance

Governance and Risk

Service Statement

Bookings and Community Centres operates Council's three staffed community centres located in Auburn, Berala and Guildford providing residents and visitors with a welcoming place to meet, for a range of activities.

This service is also responsible for the day-to-day management of bookings for non-staffed community halls, passive parks, sports fields and tennis courts in addition to managing the event and filming application process.

Service Expectations

To promote and build the profile of Council's staffed community facilities and bookable spaces, driving utilisation, visitation, accessibility and efficiency.

This service also ensures current and future community facilities are designed and operated to meet the unique needs and aspirations of the local community that they serve whilst supporting Council's strategic direction.

Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
1.1 A strong community and culture	Bookings Administration	1.1.2 Enhance our sense of community through valued community spaces and places	Bookings administration and enquiries for outdoor and indoor bookable spaces and tennis courts	Manage bookings, encompassing bookings administration for indoor and outdoor spaces including tennis courts and maintenance reporting	Percentage of online bookings processed and confirmed within 10 working days Percentage of booking enquiries responded to within two working days	≥95% ≥95%
			Process filming and events applications	Process filming and event applications and issue permits	Percentage of filming applications assessed and approved within 10 calendar days Percentage of events applications assessed and approved within 10 calendar days	≥95% ≥95%
Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
1.1 A strong community and culture	Community Centre Operations	1.1.2 Enhance our sense of community through valued community	Plan, deliver and promote Community Centre Programs	 Oversee Community Centre Operations, involving program planning, delivery and promotion 	Number of Community Centre programs delivered annually	64
	and Programs	spaces and places	Manage Staffed Centres	 Manage staffed centres including staffing, upkeep and maintenance reporting 	Staffed Centres have coverage during operating hours	100%



Budget by Sub Service	2024-2025 Budget
Bookings Administration	-490,566
Community Centre Operations and Programs	59,493
Net Cost of Service	-431,073
Internal Income and Expenditure	3,882,797
Net Cost of Service (Inclusive of Internal Costs)	3,451,724

Detailed Service Budget	2024-2025 Budget
User Charges	-1,505,450
Total Operating Income	-1,505,450
Employee Costs	1,009,021
Materials and Services	65,356
Internal Expenses	3,882,797
Total Operating Expenses	4,957,174
Net Cost to Run the Service (Inclusive of Internal Cost)	3,451,724



City Services

Environment and Planning

Corporate Performance

Bookings and Community Centr

Customer Service

Information Technology

Accounting

Rates

Human Resources

Strategic Communications

Business Improven

Corporate Strategy Planning and Performance

> Governance and Risk









Customer Service

Directorate: Corporate Performance

Responsible Officer: Coordinators, Complaints and Feedback, Customer Service,

Records Management



Strategic Goal 4: Providing Local Leadership

Customer wait time at counter is

less than three minutes

100%

Community and Culture

City Services

Environment and Planning

Corporate Performance

Bookings and Community Centre

Customer Service

Information Technology

Accounting

Rates

Human Resources

Strategic Communications

Business Improven

Corporate Strategy Planning and Performance

Governance and Risk

Service Statement

Customer Service is responsible for managing and operating Council's customer service centres, contact centre, webchat, after hours service and other Council contact channels including Records Management.

This service oversees Council's Compliments and Complaints function and it includes a system for reporting customer satisfaction as well as compliments and complaints.

Service Expectations

To deliver efficient customer service and records management via Council's various communication channels whilst ensuring that enquiries, requests and complaints are resolved within the adopted service standards.

Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
4.1 The community is proud to be served by a sustainable and transparent Council organisation	Complaints and Feedback	4.1.3 Council places the customer at the heart of everything it does	Manage Council's complaints and compliments	Register all complaints and compliments Resolve all complaints in accordance with Council's Compliments and Complaints Management Policy Provide feedback on nature of complaints and suggested corrective actions to Council's internal stakeholders	Percentage of Tier 1 complaints acknowledged within two working days Percentage of Tier 1 complaints resolved within 15 working days	100%
Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
4.1 The community is proud to be served by a sustainable and transparent Council organisation	Customer Experience	4.1.3 Council places the customer at the heart of everything it does	Deliver timely, accurate and friendly customer services	Provide customer service through face-to- face interactions (internal and external), over the phone, via email and webchat	Customer calls answered in 60 seconds on average Customer counter service enquiries attended to within three minutes Customer contact average wait time is less than 30 seconds Abandoned calls Webchats answered within 30 seconds of being received	≥80% ≥80% 100% ≤4% ≥80%



Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
4.1 The community is proud to be served by a sustainable and transparent Council organisation	Customer Experience	4.1.3 Council places the customer at the heart of everything it does	Undertake customer engagement and consultation	Conduct bi-annual Customer Satisfaction Survey and annual benchmarking exercises Develop and implement a Customer Experience Strategy	Survey Program completed annually Benchmarking Program completed annually	1
Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
4.1 The community is proud to be served by a sustainable and transparent Council organisation	Records Management	4.1.3 Council places the customer at the heart of everything it does	Manage council records including digitisation	 Registration and work flow of daily hard copy and electronic mail Digitisation of files upon request 	Percentage of correspondence registered within eight business hours Percentage of internal record requests requiring offsite retrieval within five working days	100%

Budget by Sub Service	2024-2025 Budget
Complaints and Feedback	101,372
Customer Experience	2,559,977
Records Management	1,189,533
Net Cost of Service	3,850,882
Internal Income and Expenditure	79,503
Net Cost of Service (Inclusive of Internal Costs)	3,930,385



Detailed Service Budget	2024-2025 Budget
User Charges	-72,600
Other Revenue	-5,250
Internal Income	-1,189,533
Total Operating Income	-1,267,383
Employee Costs	3,508,024
Materials and Services	420,708
Internal Expenses	1,269,036
Total Operating Expenses	5,197,768
Net Cost to Run the Service (Inclusive of Internal Cost)	3,930,385



City Services

Environment and Planning

Corporate Performance

Bookings and Community Centre

Customer Service

Information Technology

Accounting

Rates

Human Resources

Strategic Communications

Business Improven

Corporate Strategy Planning and Performance

Governance and Risk





Information Technology

Directorate: Corporate Performance

Responsible Officer: Senior Coordinator, Information Systems, Senior Coordinator, Technology Services

and Coordinator GIS and Corporate Data



Strategic Goal 4:
Providing Local Leadership

Community and Culture

City Services

Environment and Planning

Corporate Performance

Bookings and Community Centre

Customer Service

Information Technology

Accounting

Rates

Human Resources

Strategic Communications

Business Improven

Corporate Strategy Planning and Performance

> Governance and Risk

Service Statement

Information Technology (IT) offers a sustainable, robust and easily expandable network infrastructure and desktop hardware. It also includes service desk support and disaster recovery services, along with the management of the TPG private cloud infrastructure.

The service is also tasked with overseeing all corporate information systems across Council, encompassing various data sets. Additionally, it provides support for Geographical Information Systems (GIS) and aids in the implementation of corporate system initiatives.

Service Expectations

To uphold both internal and external systems to guarantee the availability and accessibility of information, catering to the community's needs. This involves ensuring the security of Council's IT infrastructure and network, implementing proper governance controls and consistently providing Council software and systems, while also refreshing outdated infrastructure when necessary.

Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
proud to be served	Information Systems and Data	4.1.2 Council operates in a safe and sustainable way to deliver great services and facilities	Ensure eServices are available to the community 24 hours a day, 7 days a week	Systems maintained to ensure availability	Percentage of Digital Services and Online Availability 24/7	100%
organisation	organisation that offer value for money	Corporate Systems and GIS upgrades	 Annual upgrade to ensure availability of latest technology, security and features Develop a GIS Portal to implement Smart City and Digital Strategy projects including investigating a mobility solution and self-service interactive maps and themes 	Percentage of upgrades / outages for Business Systems or GIS are notified 10 business days prior	100%	
			Review of all Regulatory System Processes	 Regulatory application in Planning Portal connected via Application Programming Interface (API): Complying Development Certificate (CDC), Certificate Registration, Post Consent Certificate, Section 68 	Regulatory application in Planning Portal remains connected	100%



Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
4.1 The community is proud to be served by a sustainable and transparent Council organisation	Technology Services	4.1.2 Council operates in a safe and sustainable way to deliver great services and facilities that offer value for money	Provide a sustainable, secure computer network infrastructure that includes hardware, software and Cyber Security measures	 Update hardware and devices regularly to ensure continuous support and prevent them from reaching their End of Life (EOL) Guarantee that the Wide Area Network (WAN) is capable of scaling, maintaining security and sustaining its operations Ensure that Council takes an efficient approach to improving information security, by enhancing and maturing its information security capability in line with Council's Strategy Develop Cyber Security Strategy 	Currency of hardware for Firewalls and Switches maximum seven years and for Mobile and computer devices maximum four years WAN availability remains at 99.5% uptime Non-urgent outages are notified 10 business days prior (urgent outages – risk assessed) Prepare and publish Cyber Security Strategy by 30 June 2025	100% ≥99.5% 100%
			Service Desk Support	 Deliver an IT Service Management (ITSM) service designed to capture service requests and incidents, managing them through to resolution Maintaining a comprehensive record of all IT assets 	Service Desk request resolution time is less than 15.5 hours Assets checked across all locations every six months	100%

Budget by Sub Service	2024-2025 Budget
Information Systems and Data	4,032,440
Technology Services	5,390,710
Net Cost of Service	9,423,150
Internal Income and Expenditure	-9,423,150
Net Cost of Service (Inclusive of Internal Costs)	-

Detailed Service Budget	2024-2025 Budget
Other Revenue	-2,484
Operating Grants	-26,550
Internal Income	-9,456,342
Total Operating Income	-9,485,376
Employee Costs	2,297,994
Borrowing Costs	8,000
Materials and Services	6,309,322
Depreciation	836,868
Internal Expenses	33,192
Total Operating Expenses	9,485,376
Net Cost to Run the Service (Inclusive of Internal Cost)	-



City Services

Environment and Planning

Corporate Performance

Bookings and Community Centre

Customer Service

Information Technology

Accounting

Rates

Human Resources

Strategic Communications

Business Improven

Corporate Strategy Planning and Performance

Governance and Risk





Accounting

Directorate:Corporate PerformanceResponsible Officer:Manager, Finance



To provide transactional accuracy, reporting and financial services in line with legislative,

Accounting Standards and Council's statutory obligations to internal and external customers.

Strategic Goal 4:
Providing Local Leadership

on / or by 30 June 2025

Community and Culture

City Services

Environment and Planning

Corporate Performance

Bookings and Community Centre

Customer Service

Information Technology

Accounting

Rates

Human Resources

Strategic Communications

Business Improven

Corporate Strategy Planning and Performance

Governance and Risk

Service Statement

Accounting has multiple responsibilities including payroll, accounts payable, treasury and financial accounting.

This service provides relevant financial information, tools, analysis and insight to support budget owners to make informed decisions while driving business strategy.

The Business Analyst process is pivotal in keeping Council financially sound.

Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
4.1 The community is proud to be served by a sustainable and transparent Council	proud to be served by a sustainable and Accounting and deliver great services and	To provide transactional accuracy, reporting and financial service to internal and external customers	Complete monthly and annual reporting, including end of financial year statements	Annual Financial Statements are submitted to the Office of Local Government by 31 October 2024	100%	
organisation		Maximising investment return for community services and Infrastructure	Maintain a sustainable and prudent investment strategy	Council investments are reported to Council monthly in accordance with statutory timeframes	100%	
		Paying suppliers to ensure goods, services, infrastructure and projects are not delayed	Pay Council suppliers per Council terms and conditions	Suppliers are paid in accordance with nominated payment terms	100%	
			Provide transactional accuracy, reporting and financial legislative compliance	Deliver financial stability through effective analysis of financial data aligned to Council's Long-term Financial Plan and updated in the Quarterly Budget Review Statement (QBRS)	QBRS is adopted by Council two months after the end of the quarter	100%
			Ensure fees and charges and annual budget are correctly	 Preparation of fees and charges and annual budget 	Council's annual budget and fees and charges completed	100%

implemented and charged

Service Expectations



Budget by Sub Service	2024-2025 Budget
Financial Reporting and Accounting	-10,691,114
Net Cost of Service	-10,691,114
Internal Income and Expenditure	-2,925,240
Net Cost of Service (Inclusive of Internal Costs)	-13,616,354

Detailed Service Budget	2024-2025 Budget
User Charges	-155,000
Interest Income	-8,545,000
Other Revenue	-6,300
Operating Grants	-10,099,863
Internal Income	-2,941,838
Total Operating Income	-21,748,001
Employee Costs	2,941,838
Borrowing Costs	404,211
Materials and Services	669,000
Other Expenses	4,100,000
Internal Expenses	16,598
Total Operating Expenses	8,131,647
Net Cost to Run the Service (Inclusive of Internal Cost)	-13,616,354



City Services

Environment and Planning

Corporate Performance

Bookings and Community Centre

Customer Service

Information Technology

Accounting

Rates

Human Resources

Strategic Communications

Business Improven

Corporate Strategy Planning and Performance

Governance and Risk





Rates

Directorate: Corporate Performance **Responsible Officer:** Team Leader, Rates



Strategic Goal 4: Providing Local Leadership

Community and Culture

City Services

Environment and Planning

Corporate Performance

Bookings and Community Centre

Customer Service

Information Technology

Accounting

Rates

Human Resources

Strategic Communications

Business Improven

Corporate Strategy Planning and Performance

> Governance and Risk

Service Statement

Rates are Council's main source of income which is used to provide essential infrastructure, services, facilities, programs, activities and capital works for the community.

Service Expectations

To ensure rates are levied and collected on time in accordance with legislation and to provide the community with transparency and awareness of rates through the Statement of Revenue Policy.

Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
4.1 The community is proud to be served by a sustainable and transparent Council organisation	Rates	4.1.2 Council operates in a safe and sustainable way to deliver great services and facilities that offer value for money	Levy and collection of rates and charges	Levy rates through detailed rates modelling and distribute notices on time	Correct income generation as modelled	100%

Budget by Sub Service	2024-2025 Budget
Rates	-114,247,849
Net Cost of Service	-114,247,849
Internal Income and Expenditure	-865,659
Net Cost of Service (Inclusive of Internal Costs)	-115,113,508

Detailed Service Budget	2024-2025 Budget
Rates & Annual	-115,117,700
User Charges	-510,392
Interest Income	-300,000
Other Revenue	-184,800
Internal Income	-882,257
Total Operating Income	-116,995,149
Employee costs	1,079,043
Materials and services	786,000
Internal expenses	16,598
Total Operating Expenses	1,881,641
Net Cost to Run the Service (Inclusive of Internal Cost)	-115,113,508



Human Resources

Directorate: Corporate Performance

Responsible Officer: Coordinators, Human Resources and Organisation Development



Strategic Goal 4:
Providing Local Leadership

Community and Culture

City Services

Environment and Planning

Corporate Performance

Bookings and Community Centre

Customer Service

Information Technology

Accounting

Rates

Human Resources

Strategic Communications

Business Improven

Corporate Strategy Planning and Performance

Governance and Risk

Service Statement

Human Resources is an internal service provider delivering a range of services relating to the full employment lifecycle of staff including recruitment, onboarding, learning and development, health and wellbeing, performance management and offboarding.

The service is responsible for understanding organisational culture and developing strategies to address identified areas of improvement.

Service Expectations

Responsibility Guidelines

Overall management of staff, implementing programs and providing opportunities to increase capabilities and improve career development opportunities while driving improvements to organisational culture.

All staff queries in relation to the employee lifecycle are to be dealt with in a timely manner and in accordance with all legislative requirements.

Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
4.1 The community is proud to be served by a sustainable and transparent Council organisation	Human Resources Support	4.1.2 Council operates in a safe and sustainable way to deliver great services and facilities that offer value for money	Internal services related to employment lifecycle	 Ensure all roles advertised are approved Develop and implement Council's Employee Value Proposition (EVP) Review Council's recruitment website, recruitment channels, job advertisement content and candidate application process Prepare the Workforce Management Strategy 2025-2029 	Average time in weeks to fill a vacant position, from date of advertisement to date of offer	6
			Provide generalist HR support to the organisation	 Implement strategies and initiatives to retain and engage staff Finalise the Apprentice and Traineeship Guidelines and create an Apprentice and Traineeship Program for Council 	Number of strategies and initiatives delivered annually	4
Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
4.1 The community is proud to be served by a sustainable and transparent Council organisation	Learning and Organisational Development	4.1.2 Council operates in a safe and sustainable way to deliver great services and facilities that offer value for money	Ensuring that Council takes an active approach in staff development	 Deliver staff events and initiatives Invest in the leadership capabilities of staff: Mentoring Program Job shadowing Program Supervisors Portal. Allocate and ensure completion of all mandatory training required in positions Review and implement Council's updated Rewards and Recognition Procedure and Program Conduct Council's biennial staff Culture Survey Develop and implement Council's Corporate Social 	Number of staff events and initiatives delivered annually Mandatory training completed within allocated timeframe	100%



Budget by Sub Service	2024-2025 Budget
Human Resources Support	1,378,095
Learning and Organisation Development	773,909
Net Cost of Service	2,152,004
Internal Income and Expenditure	-2,152,004
Net Cost of Service (Inclusive of Internal Costs)	-

Detailed Service Budget	2024-2025 Budget
Other Revenue	-4,100
Internal Income	-2,178,598
Total Operating Income	-2,182,698
Employee Costs	1,315,616
Materials and Services	840,488
Internal Expenses	26,594
Total Operating Expenses	2,182,698
Net Cost to Run the Service (Inclusive of Internal Cost)	-



City Services

Environment and Planning

Corporate Performance

Bookings and Community Centre

Customer Service

Information Technology

Accounting

Rates

Human Resources

Strategic Communications

Business Improven

Corporate Strategy Planning and Performance

Governance and Risk







Strategic Communications

Directorate: Corporate Performance

Responsible Officer: Coordinators, Communications Strategy and Engagement and

Communications Services



Strategic Goal 4: Providing Local Leadership

Community and Culture

> City **Services**

Environment and Planning

Corporate **Performance**

Bookings and Community Centre **Customer Service**

Information Technology

Accounting

Rates

Human Resources

Strategic Communications

Business Improven

Corporate Strategy Planning and Performance

> Governance and Risk

Service Statement

Strategic Communications plans and delivers communications and media initiatives across Council with a high degree of professionalism and initiative while executing priority projects and campaigns in a fast-paced environment.

Service Expectations

To ensure the community is informed of Council policies, programs, services and initiatives, in addition to providing support to all service areas within Council to ensure a high level of internal and external satisfaction is delivered.

Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
4.2 An informed	Marketing and	4.2.1 Council regularly	Effectively	Publish news, services and events in	Website average engagement time	≥45s
community included in decision making and long-term	Promotions	engages with and informs the community	promote digital and print channels to residents free of charge services and Display street flag banners in town	and informs the Council's events, free of charge	Website number of events added annually	≥10
planning			programs	cultural holidays Website Management to ensure	Website Uptime	≥99%
					Website number of page hits annually	≥1,000,000
				relevant information and services	Website page views annually	≥1,000,000
					Display Street flag banners annually	13 rotation
					Publish Weekly News ads annually	49 editions
Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
4.2 An informed	Media and	4.2.1 Council regularly	Provide quality	Produce and distribute official	Publish eNews annually	24
community included in decision making and long-term	Communications	engages with and informs the community	and accessible information	statements and media releases to provide information to the media for public release Deliver regular information to	Percentage of promotion requests for social media developed and posted within seven working days	≥95%
planning					3,	
planning				Council's social media platforms to keep residents informed of programs, services and events in real time	Ratio of positive to negative media coverage of Council	80:20



Budget by Sub Service	2024-2025 Budget
Marketing and Promotions	459,418
Media and Communications	1,494,818
Net Cost of Service	1,954,236
Internal Income and Expenditure	-1,954,236
Net Cost of Service (Inclusive of Internal Costs)	-

Detailed Service Budget	2024-2025 Budget
Internal Income	-1,954,236
Total Operating Income	-1,954,236
Employee Costs	1,191,208
Materials and Services	763,028
Total Operating Expenses	1,954,236
Net Cost to Run the Service (Inclusive of Internal Cost)	_



City Services

Environment and Planning

Corporate Performance

Bookings and Community Centre

Customer Service

Information Technology

Accounting

Rates

Human Resources

Strategic Communications

Business Improven

Corporate Strategy Planning and Performance

Governance and Risk







Business Improvement

Directorate: Corporate Performance

Responsible Officer: Coordinator, Improvement and Implementation



Strategic Goal 4:
Providing Local Leadership

Community and Culture

City Services

Environment and Planning

Corporate Performance

Bookings and Community Centre

Customer Service

Information Technology

Accounting

Rates

Human Resources

Strategic Communications

Business Improvei

Corporate Strategy Planning and Performance

Governance and Risk

Service Statement

Business Improvement provides Council's Continuous Service Improvement (CSI) Program which ensures Council is continually reviewing its services to be as efficient and effective as they can be. This service also leads Council's Business Process Management (BPM) Program that provides consistency and transparency throughout Council's processes and allows for effective process review and improvement. This service also delivers a range of innovative project and training aimed at maximising Council's return on investment in corporate systems.

Service Expectations

To make clear and informed recommendations to the Senior Leadership Team that place a focus on how Council can better meet the needs of the community. To foster a culture of correct Business Process Management (BPM) that will lead to a more consistent and transparent organisation.

To use data driven methodology to identify and implement tangible improvements to Council's service delivery.

To deliver projects and training that meet the needs of end-users and ensure uptake and correct usage of corporate systems.

Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
4.1 The community is proud to be served by a sustainable and transparent Council organisation	Improvement and Implementation	4.1.2 Council operates in a safe and sustainable way to deliver great services and facilities that offer value for money	Business Process Management (BPM)	 Develop comprehensive and accurate Process Libraries for the organisation Map Council processes in line with adopted best practice methodology Provide process mapping coaching, training and support across the organisation 	New Process Libraries built annually	4
			Process review and improvement	 Provide independent process review and improvement support Provide support to the implementation of adopted improvement review recommendations Provide reporting on the implementation of adopted process improvements 	Undertake annual process reviews	2
			Systems Training	 Training in use of TechOne and position relevant systems to be carried out for new starters Ad-hoc training and guidance provided at users request 	Percentage of new users trained in key corporate systems within two weeks of commencement	≥95%
			Improvement Projects	Solutions and ideas investigated and business cases developed Innovation Hub administration and support Delivery of approved improvement projects Provide change management support to projects Provide project management support as requested	Business Cases developed for pipeline projects annually	2





Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
4.1 The community is proud to be served by a sustainable and transparent Council organisation	Improvement and Implementation	4.1.2 Council operates in a safe and sustainable way to deliver great services and facilities that offer value for	Measure Internal Service Satisfaction	 Conduct Internal Service Satisfaction surveys Independently analyse data and report findings and recommendations 	Internal Service Satisfaction surveys completed annually	4
		money	Undertake Service Reviews	Deliver the Continuous Service Improvement (CSI) Program including: - Undertake planning and prioritisation of service review timeline in consultation with Executive Leadership - Deliver service review projects - Provide timely and accurate service review - implementation reporting.	Service reviews delivered annually	2

Budget by Sub Service	2024-2025 Budget
Improvement and Implementation	421,610
Net Cost of Service	421,610
Internal Income and Expenditure	-421,610
Net Cost of Service (Inclusive of Internal Costs)	-

Detailed Service Budget	2024-2025 Budget
Internal Income	-421,610
Total Operating Income	-421,610
Employee costs	321,610
Materials and services	100,000
Total Operating Expenses	421,610
Net Cost to Run the Service (Inclusive of Internal Cost)	-



City Services

Environment and Planning

Corporate Performance

Bookings and Community Centre

Customer Service

Information Technology

Accounting

Rates

Human Resources

Strategic Communications

Business Improvei

Corporate Strategy Planning and Performance

> Governance and Risk



Corporate Strategy, Planning and Performance

Directorate: Corporate Performance

Responsible Officer: Coordinator, Corporate Planning and Performance



Strategic Goal 4:
Providing Local Leadership

Community and Culture

City Services

Environment and Planning

Corporate Performance

Bookings and Community Centre

Customer Service

Information Technology

Accounting

Rates

Human Resources

Strategic Communications

Business Improven

Corporate Strateç Planning and Performance

Governance and Risk

Service Statement

Corporate Strategy, Planning and Performance delivers Council's Integrated Planning and Reporting (IP&R) requirements, planning, performance management and strategic business support to the wider organisation.

This service partners with businesses to build capacity within the organisation to achieve best practice planning and performance measurement.

Service Expectations

To ensure Council meets all legislative obligations under the IP&R legislation, has a sophisticated and effective performance measurement and reporting framework and a mature performance data management system.

Corporate Strategy, Planning and Performance supports the organisation to develop and implement its Corporate Mission, Goals and Strategy, while providing the organisation with business support, training and tools to complete financial, corporate planning and performance reporting tasks to a best practice.

Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
4.2 An informed community included in decision making and long-term planning	Corporate Strategy, Planning and Performance	4.2.1 Council regularly engages with and informs the community	Community Engagement and Consultation	Implement Engagement Plan Undertake stakeholder and community engagement and consultation for preparation of the Community Strategic Plan Undertake Community Satisfaction Survey	Community Satisfaction Survey to be completed	100%
		4.2.2 Council conducts long term planning based on community engagement	Development of Planning documents	 Develop Community Strategic Plan (CSP) 2025-2035 Develop Delivery Program (DP) 2025-2029 Develop Annual Operational Plan (OP) 2025-2026 Facilitate the Resourcing Strategy (RS) 2025-2029: - Asset Management Strategy (AMS) and Plans 2025-2035 - Long Term Financial Plan (LTFP) 2025-2035 - Digital Strategy (DS) 2025-2029 - Workforce Management Strategy (WMS) 2025-2029 	Planning documents to be prepared and published in accordance with legislative requirements	100%
			Preparation of Reporting documents	 Finalise Performance and Progress Report 2023-2024 Develop and finalise Annual Report 2023-2024 Develop State of our City Report 2021-2024 Develop Operational Plan Performance and Progress Reports 2024-2025 Plan and develop Annual Report 2024-2025 Implement Council's Corporate Planning and Reporting Framework and administration of reporting systems 	Reporting documents to be prepared and published in accordance with legislative requirements	100%
			Development and management of Service Plans	Development of detailed service plans to optimise the delivery of services to the community including the creation of a consolidated Corporate Plan	Service Planning completed by November 2025	100%



Objective Sub Service	e Strategy	Deliverable	Action	Measure	Target
4.2 An informed community included in decision making and long-term planning		Coordination and management of internal performance	Manage and monitor internal performance including: Implementing Council's Performance Indicator and Reporting Framework, administration of performance reporting systems and register of all performance indicators Improving results through coordination of the Quarterly Performance Review Program Prepare and facilitate the Improving Performance and Culture (IPC) workshops	Percentage of Internal Corporate Performance indicator results against target	≥75%

Budget by Sub Service	2024-2025 Budget
Corporate Strategy, Planning and Performance	674,201
Net Cost of Service	674,201
Internal Income and Expenditure	-674,201
Net Cost of Service (Inclusive of Internal Costs)	-

Detailed Service Budget	2024-2025 Budget
Other Revenue	-7,350
Internal Income	-690,799
Total Operating Income	-698,149
Employee Costs	580,643
Materials and Services	100,908
Internal Expenses	16,598
Total Operating Expenses	698,149
Net Cost to Run the Service (Inclusive of Internal Cost)	-



City Services

Environment and Planning

Corporate Performance

Bookings and Community Centre

Customer Service

Information Technology

Accounting

Rates

Human Resources

Strategic Communications

Business Improven

Corporate Stratec Planning and Performance

Governance and Risk





Governance and Risk

Audit, Safety and Risk

Audit, Safety and Risk

Enterprise Risk Management and Business Continuity Internal Audit

Work, Health and Safety

Governance

Governance and Executive Support

Civic Events

Committee Support and Civic Governance

Corporate Governance

Executive Support

Procurement

Procurement, Contract Management and Reporting

Property Transactions

Property Services

Property Management and Leasing Property Transactions

Community and Culture

City Services

Environment and Planning

Corporate Performance

Governance and Risk

Audit, Safety and F

Governance and Executive Support

Procurement

Property Services

4 Services

| 10 Sub Services





Audit, Safety and Risk

Directorate: Governance and Risk

Responsible Officer: Coordinator, Internal Audit and Risk and Senior Coordinator Work,

Health and Safety



Strategic Goal 4: Providing Local Leadership

Community

and Culture

City Services

Environment and Planning

Corporate Performance

Governance and Risk

Audit, Safety and Governance and Executive Support

Page 143

Procurement
Property Services

Service Statement

Audit, Safety and Risk is responsible for monitoring, reviewing, implementing and delivering internal controls in relation to Council's Internal Audit Program, Insurance Portfolio, Work Health and Safety Management System and Enterprise Risk Management Framework in accordance with legislative requirements and best practice.

Service Expectations

To ensure successful delivery of the Strategic Internal Audit Program, Risk Management Framework and facilitation of training and implementation of a best practice Work Health and Safety Framework across Council.

Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
4.1 The community is proud to be served by a sustainable and transparent Council organisation	Enterprise Risk Management and Business Continuity	4.1.1 Provide a governance framework that is transparent and builds public trust in local leadership	Enterprise Risk Management and Business Continuity Planning (BCP)	 Ensure that Operational Risk Reviews occur on an annual basis Conduct a rigorous evaluation and testing of Council's Business Continuity Plan 	Risk Reviews conducted annually Testing exercise to be completed annually	≥80%
			Audit, Risk and Improvement Committee (ARIC)	Audit, Risk and Improvement Committee is convened in accordance with statutory requirements to provide guidance and oversight	Four Audit, Risk and Improvement Committee meetings convened in accordance with statutory requirements	100%

Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
4.1 The community is proud to be served by a sustainable and transparent Council organisation	Internal Audit	4.1.1 Provide a governance framework that is transparent and builds public trust in local leadership	Plan	Execute and monitor Internal Audits as outlined in Council's Strategic Internal Audit Plan	Complete Internal Audits as per the approved Internal Audit Plan	≥90%



Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
4.1 The community is proud to be served by a sustainable and transparent Council organisation	Work, Health and Safety	4.1.1 Provide a governance framework that is transparent and builds public trust in local leadership	WHS Management System and Injury Management	Manage effective Return to Work Program aimed at mitigating workplace injuries and facilitating the safe reintegration of injured employees in the workplace Safework NSW notifiable incidents are reported	Worker returned to the workplace within two business days following receipt of medical clearance to return to suitable duties	≥95%
					Safework NSW notifiable incidents reported immediately	≥95%
			Work, Health and Safety Committee	Work, Health and Safety Committee is convened in accordance with statutory requirements to provide guidance and oversight	11 Committee meetings convened in accordance with statutory requirements	100%

Budget by Sub Service	2024-2025 Budget
Enterprise Risk Management and Business Continuity	3,998,926
Internal Audit	120,000
Work, Health and Safety	268,381
Net Cost of Service	4,387,307
Internal Income and Expenditure	-4,387,307
Net Cost of Service (Inclusive of Internal Costs)	-

Detailed Service Budget	2024-2025 Budget
Other Revenue	-115,374
Operating Grants	-165,504
Internal Income	-4,437,100
Total Operating Income	-4,717,978
Employee Costs	866,916
Materials and Services	3,801,268
Internal Expenses	49,794
Total Operating Expenses	4,717,978
Net Cost To Run The Service (Inclusive of Internal Cost)	-



City Services

Environment and Planning

Corporate Performance

Governance and Risk

Audit, Safety and

Governance and Executive Support Procurement Property Services



Governance and Executive Support

Directorate:Governance and RiskResponsible Officer:Coordinator, Governance



Strategic Goal 4:Providing Local Leadership

Community and Culture

City Services

Environment and Planning

Corporate Performance

Governance and Risk

Audit, Safety and F

Governance and Executive Suppor

Procurement
Property Services

Service Statement

Governance and Executive Support oversees the operations of Council to ensure that decision-making is transparent, accountable and underpinned by good ethics and organisational activities are free from fraud and corruption with a focus on providing effective leadership and administration.

This service is responsible for planning and hosting civic ceremonies and functions and providing executive support and administration services with respect to the elected Mayor and Councillors.

Service Expectations

To provide access to Council records through open access release or via incoming request applications in accordance with the GIPA Act 2009.

Ensuring the delivery of civic events, including citizenship ceremonies as per the Department of Home Affairs requirements.

To enable Councillors to undertake civic duties effectively, be responsive to requests, approachable and available by providing a high level of Executive Support.

Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
4.1 The community is proud to be served by a sustainable and transparent Council organisation	Civic Events	4.1.3 Council places the customer at the heart of everything it does	Deliver high quality civic events including citizenship ceremonies and support other important civic engagements	citizenship ceremonies	Percentage of conferees receiving citizenship within three months of being approved by the Department of Home Affairs	≥80%

Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
4.1 The community is proud to be served by a sustainable and transparent Council organisation	Committee Support and Civic Governance	4.1.1 Provide a governance framework that is transparent and builds public trust in local leadership	Deliver high-level Council and committee secretariat support to key Council committees	Produce business papers and take live minutes at Council and Committee meetings	All business papers and meeting minutes published on time in accordance with the adopted Code of Meeting Practice	100%
					All Council meetings livestreamed to the public	100%

Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
4.1 The community is proud to be served by a sustainable and transparent Council organisation	be served Governance framework that is council tainable and rent Council ation leadership Governance framework that is transparent and builds open a via incomplete from the council leadership application framework that is council open a via incomplete from the council leadership application framework that is council open a via incomplete framework that is open a via incomplete fr	Facilitate access to Council records through open access release or via incoming request applications in accordance with the GIPA Act 2009	Determine Informal and Formal GIPA applications	GIPA applications to be determined within 20 working days	≥90%	
			Driving a strong governance culture throughout Council's operations and ongoing training	Ensure staff are regularly trained on the Code of Conduct and other key governance topics to ensure a positive ethical culture throughout Council	Code of Conduct and Governance topics refresher training to be held annually	100%



Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
4.1 The community is proud to be served by a sustainable and transparent Council organisation	Executive Support	4.1.1 Provide a governance framework that is transparent and builds public trust in local leadership	Executive Support	support to Mayor and Councillors in	Support provided in accordance with Councillor Expenses and Facilities Policy	100%

Budget by Sub Service	2024-2025 Budget
Civic Events	74,508
Committee Support and Civic Governance	1,723,789
Corporate Governance	914,420
Executive Support	1,403,127
Net Cost of Service	4,115,844
Internal Income and Expenditure	-2,358,511
Net Cost of Service (Inclusive of Internal Costs)	1,757,333

Detailed Service Budget	2024-2025 Budget
User Charges	-1,104
Other Revenue	-1,104
Internal Income	-2,769,615
Total Operating Income	-2,771,823
Employee Costs	1,946,120
Materials and Services	1,867,708
Depreciation	304,224
Other Expenses	-
Internal Expenses	411,104
Total Operating Expenses	4,529,156
Net Cost To Run The Service (Inclusive of Internal Cost)	1,757,333



Community and Culture

City Services

Environment and Planning

Corporate Performance

Governance and Risk

Audit, Safety and F

Governance and Executive Suppor

Procurement
Property Services







Procurement

Directorate: Governance and Risk

Responsible Officer: Senior Coordinator, Procurement and Contracts



Strategic Goal 4: Providing Local Leadership

Community and Culture

City Services

Environment and Planning

Corporate Performance

Governance and Risk

Audit, Safety and F Governance and Executive Support Procurement

Property Services

Service Statement

Procurement is responsible for the oversight and delivery of Council's procurement activities in accordance with endorsed procedures and requirements under the *Local Government Act 1993* and Local Government (General) Regulation 2021.

Service Expectations

To ensure Council seeks value for money outcomes in its purchasing and enters, manages and reviews contracts for a range of goods, services and works underpinned by robust governance and probity.

Objective Sub S	Service	Strategy	Deliverable	Action	Measure	Target
proud to be served Contra by a sustainable and Manag		Framework that is transparent and builds public trust in local leadership	Provide end to end procurement services ensuring compliance with legislative requirements	 Ensure all tender and quotation processes over \$20,000 are centrally led by Procurement Deliver robust tender processes with all matters reported to Council which exceed the financial delegation of the General Manager 	Procurement to lead all tender and quotation processes above \$20,000 Provide four reports annually to Council's Audit, Risk and Improvement Committee detailing performance of procurement and any non-compliances across Council	100%

Budget by Sub Service	2024-2025 Budget
Procurement, Contract Management and Reporting	612,016
Net Cost of Service	612,016
Internal Income and Expenditure	-612,016
Net Cost of Service (Inclusive of Internal Costs)	-

Detailed Service Budget	2024-2025 Budget
Other Revenue	-5,250
Internal Income	-628,614
Total Operating Income	-633,864
Employee Costs	545,770
Materials and Services	71,496
Internal Expenses	16,598
Total Operating Expenses	633,864
Net Cost To Run The Service (Inclusive of Internal	Cost) -

C04/24-495 – Attachment 1





Property Services

Directorate: Governance and Risk

Responsible Officer: Coordinator, Property Transactions



Strategic Goal 4: Providing Local Leadership

Community and Culture

City Services

Environment and Planning

Corporate Performance

Governance and Risk

Audit, Safety and F Governance and Executive Support Procurement

Property Services

Service Statement

Property Services is responsible for strategically managing Council's Property Portfolio, which includes Council's leased and licenced assets, including commercial and community assets, Council's Outdoor Dining and Goods on Display agreements, Council road closures and easements which burden Council land and one-off property transactions resulting from Development Applications.

Service Ex	pecta	tions
------------	-------	-------

To maximise commercial return with minimum risk, ensuring that corporate revenue KPIs are met and exceeded while complying with best practice procurement processes and legislative requirements.

Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
4.1 The community is proud to be served by a sustainable and transparent Council organisation	Property Management and Leasing	4.1.2 Council operates in a safe and sustainable way to deliver great services and facilities that offer value for money	Ensure that Council properties are effectively managed	Ensure that existing Council leases are renewed and not on holdover provision	Leases renewed	≥80%
Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target

Objective	Sub Service	Strategy	Deliverable	Action	Measure	Target
4.1 The community is proud to be served by a sustainable and transparent Council organisation	Property Transactions	4.1.2 Council operates in a safe and sustainable way to deliver great services and facilities that offer value for money	Progress and maximise property transactions to provide optimum outcomes for Council	Ensure increased revenue is achieved for all property transactions negotiated for Council in accordance with the Property Policy Review leasing portfolio to effectively manage and identify vacancies to increase utilisation	Year to year increase in revenue resulting from property transactions	≥10%
			Property Committee	Property Committee is duly informed and provides oversight to key property projects undertaken, as well as convened per the Committee's Terms of Reference	Five Property Committee meetings convened in accordance with Committee's Terms of Reference	100%



Budget by Sub Service	2024-2025 Budget
Property Management and Leasing	-3,717,215
Property Transactions	19,992
Net Cost of Service	-3,697,223
Internal Income and Expenditure	381,432
Net Cost of Service (Inclusive of Internal Costs)	-3,315,791

Detailed Service Budget	2024-2025 Budget
User Charges	-1,409,185
Other Revenue	-3,034,128
Total Operating Income	-4,443,313
Employee Costs	608,090
Materials and Services	138,000
Internal Expenses	381,432
Total Operating Expenses	1,127,522
Net Cost To Run The Service (Inclusive of Internal Cost)	-3,315,791



Community and Culture

City Services

Environment and Planning

Corporate Performance

Governance and Risk

Audit, Safety and F Governance and Executive Support Procurement

Property Services



C04/24-495 – Attachment 1







Statement of Revenue Policy

In accordance with Section 405(2) of the *Local Government Act 1993*, Council's Statement of Revenue Policy includes the following:

Material Issues

Council provides the following updates on material issues that are currently in progress:

- Developer Contributions The current developer contributions expenditure estimates are based on the remaining outstanding amounts under the former Council's plans and the adopted Cumberland plan.
- NSW State Government's Western Sydney Infrastructure Grants Program (formerly WestInvest) funded projects – Cumberland City Council will increase expenditure on three projects in the 2024-2025 financial year – Guildford Swim Centre modernisation, Lidcombe Town Centre High Street Activation and Hyland Road sporting complex. These projects will run over several forward financial years.

Schedule of Business or Commercial Activities

Council provides the estimated income in relation to its business and commercial activities:

- Education and Care Centres including 'Long Day Care' and 'Out of School Hours'.
 Cumberland City Council operates 13 business cost centres; these are Category 1 businesses.
- Swimming Centres at Auburn, Granville, Wentworthville, Guildford and Merrylands, which are Category 2 businesses.
- Function Centres: Granville Centre, Eric Tweedale Centre and the Holroyd Centre, which are Category 2 businesses.

Financial Assistance

Pursuant to section 356(2) of the *Local Government Act 1993*, public notice is given that Council proposes to financially assist as follows:

Charities and Non-for-Profit Organisations

As part of Council's budget, an amount of funds has been allocated to financially assist charities and non-for-profit organisations for charitable purposes as identified by Council. The nominated entity and amount will need to be identified by Council as part of a Council Resolution for the financial assistance to be granted consistent with Council's Emergency Relief Fund Guidelines.

Community Grants and Donations

Council's Community Grants Program provides financial support to successful applicants for a specified project or purpose, resulting in a defined community benefit. The Community Grants Program consists of grants which are outlined in Council's Community Grants and Donations Policy and Community Grants Guideline.

Proposed Borrowings

In accordance with Section 405(2) of the *Local Government Act 1993*, there are no new proposed borrowings for the 2024-2025 financial year.



Rates Path

The Local Government Amendment Bill 2021 was introduced to the NSW Legislative Assembly on 17 March 2021. The purpose of this Bill is to amend the Local Government Act 1993 (The Act) to give effect to certain recommendations made by the Independent Pricing and Regulatory Tribunal (IPART) concerning the local government rating system, one of which being gradual harmonisation of ordinary rates over four years. The Bill was passed 13 May 2021.

Rates Harmonisation

The 2024-2025 financial year is Year 4 of Rates harmonisation allowable over four years in accordance with the amendments to The Act (through the *Local Government Amendment Bill 2021*). Council approved this method on 21 October 2020 following community consultation which stated 79% or more are supportive of the transition method. IPART has approved an increase of the Minimum Residential Rate by 9.55% to \$860. The increase in the Minimum Residential Rate does not increase the overall rates revenue allowable to be collected by Cumberland City Council using the 2024-2025 rate peg.

Rating Statement

In accordance with Section 405(2) of the *Local Government Act 1993*, Council provides the following details with ordinary and special rates:

- IPART set the maximum allowable increase in rating income for the 2024-2025 financial year at 5% for Cumberland City Council. The budget and data in the rating table below is based on a rating income increase of 4.5%.
- An application was approved by IPART to increase the Minimum Residential Rate by 9.55% to \$860 for 2024-2025.
- A general valuation as at 1 July 2023 has been provided by the NSW Valuer Generals Office and applies for the 2024-2025 financial year.





Rates Table

The following is a table summarising the rating and annual basis fees for Cumberland City Council which includes the amendments of the *Local Government Act 1993 (Local Government Amendment Bill 2021).* The data below is for Year 4 of a 4-year rates harmonisation. This is inclusive for the Minimum Rate Increase for Residential Rates.

	AD VALOREM \$ per dollar	MEASURE Minimum \$	TARGET National Yield \$
Residential – Ordinary Rates			
Former Auburn	0.0011920	860	23,583,44
Former Holroyd	0.0012473	860	41,944,84
Former Parramatta	0.0012840	860	12,323,58
Subtotal Residential Rates			77,851,87
Business – Ordinary Rates			
Commercial			
Former Auburn	0.002956	1,316	5,488,17
Former Holroyd	0.002930	1,316	3,603,62
Former Parramatta	0.003480	1,316	1,453,85
Subtotal Commercial Rates			10,545,65
Industrial & Multi-Level Shopping Centre (MLSC)			
Former Auburn	0.003010	1,316	7,727,24
Former Holroyd	0.002966	1,316	17,898,12
Former Parramatta	0.003593	1,316	2,174,70
Subtotal Industrial & MLSC Rates	27,80		
Subtotal Business Rates			38,345,72
Stormwater			1,836,00
Subtotal Stormwater			1,836,00
Subtotal Rates and Annual Charges (excludes Domestic Waste)			118,033,60
Domestic Waste			
120L/140L garbage bin & 240L recycle bin			17,656,20
120L/140L garbage bin, 240L green waste bin & 240L recycle bin			18,090,28
240L garbage bin, 240L green waste bin & 240L recycle bin			5,410,39
240L garbage bin & 240L recycle bin			13,238,59
Additional 240L recycling/garden waste bin			25,40
Availability charge			227,22
Subtotal Domestic Waste			54,648,09
TOTAL			172,681,69



Annual Charges

In accordance with the *Local Government Act 1993* Section 501 and in addition to the ordinary rates, Council may levy an annual charge for any of the following services:

- Water supply services
- Sewerage services
- Drainage services
- Waste Management services (excluding Domestic Waste Services)
- Any other services prescribed by the regulators.

Council imposes annual charges for its Domestic Waste Management Service and Stormwater Management Service.

Waste Management

The NSW Local Government Act 1993 Clause 504(1) requires Councils to determine and levy an annual charge for the provision of Domestic Waste Services for each parcel of rateable land for which the service is available.

Accountability for revenue-raising through the Domestic Waste Management Charge is set down in the *NSW Local Government Act 1993*, limiting revenue raised to match the reasonable costs required to provide the Domestic Waste Management Services.

The Revenue Policy for the Domestic Waste Management Service is, therefore, based upon the setting of an annual charge, the Domestic Waste Management Charge.

Domestic Waste Management Service Charges Table

	Unit	2024-2025
240L garbage bin, 240L green waste and 240L recycling bin (single unit dwellings only)	Service	\$832.00
240L garbage waste bin and 240L recycling bin (former Holroyd only)	Service	\$746.00
120L / 140L garbage bin, 240L green waste and 240L recycling bin	Service	\$641.00
120L / 140L garbage bin, 240L recycling bin (strata properties only)	Service	\$615.00
Availability charge	Service	\$201.00
Additional 240L recycling bin	Service	\$109.50
Additional 240L green waste bin	Service	\$109.50



Domestic Waste Management Service

Details of the Domestic Waste Management Services:

- Weekly collection of a 120 or 240 litre bin of domestic waste
- Fortnightly collection of recyclable materials
- Fortnightly Green Waste Service
- Four clean-up collections per calendar year
- Access to the Mobile Problem Waste Collection Service
- Collection and monitoring costs for illegal dumping of domestic / residential waste.

The total estimated yield from 2024-2025 Domestic Waste Management charges is \$54m.

Stormwater Management Service Charge

The Stormwater Management Service charge is intended to ensure that maintenance, renewal and improvements to the Council's stormwater system are adequately funded, with all funds collected and applied to Stormwater Management projects in accordance with the regulations.

The total estimated yield from 2024-2025 Stormwater charges is \$1.8m.

Residential	\$25 per property
Residential (Strata lots)	\$12.50 per strata unit
Business	\$25 per 350 sqm capped at \$500 per property
Business (Strata lots)	\$12.50 per strata unit





Financials

Cumberland City Council Budget Forecast Table For 2024-2025

	2024-2025 \$'000
Operating Income	
Rates & Annual Charges	171,039
User Charges & Fees	34,520
Interest & Investment Revenue	8,845
Grants Subsidies & Contributions	18,970
Other Operating Income	11,003
Total Operating Income	244,377
Operating Expenditure	
Employee Costs	95,634
Materials and Services	90,547
Borrowing Costs	518
Depreciation	49,731
Other Operating Costs	4,933
Total Expenses from Continuing Operations	241,363
Operating Result Before Capital Income – Surplus / (Deficit)	3,014
Capital Expenditure	
Capital Works Program	71,351
Total Capital Expenditure	71,351
Financed by:	
General and New Grant Funded	49,571
Section 7.11 Reserve Funds	16,550
External Reserves	2,700
Internal Reserves	2,530
Total Capital Funding	71,351

2024-2025 Financials Consolidated Income Statement

The Income Statement provides a summary of how Council will generate revenue and manage expenses for each financial year.

The Income Statement for Cumberland City Council for the year ending 30 June 2025 is shown below:

	2024 2025 \$1222
	2024-2025 \$'000
Income from Continuing Operations	
Revenue:	
Rates & Annual Charges	171,039
User Charges & Fees	34,520
Interest & Investment Revenue	8,845
Other Revenues	10,853
Grants & Contributions provided for Operating Purposes	18,970
Grants & Contributions provided for Capital Purposes	27,057
Other Income:	
Net gains from the disposal of assets	150
Total Income from Continuing Operations	271,434
Expenses from Continuing Operations	
Employee Benefits & On-Costs	95,634
Borrowing Costs	518
Materials & Services	90,547
Depreciation & Amortisation	49,731
Other Expenses	4,933
Total Expenses from Continuing Operations	241,363
Net Operating Result for the Year	30,071
Net Operating Result before Grants and Contributions provided for Capital Purposes	3,014



2024-2025 Financials Consolidated Balance Sheet

The Balance Sheet reports on Council's financial position in relation to its assets, liabilities and capital at the end of each financial year.

The Balance Sheet for Cumberland City Council for the year ending 30 June 2025 as shown:

	2024-2025 \$'00
ASSETS	
Current Assets	
Cash & Cash Equivalents	11,51
Investments	138,82
Receivables	17,82
Inventories	24
Other	1,56
Total Current Assets	169,96
Non-Current Assets	
Investments	59,49
Infrastructure, Property, Plant & Equipment	2,758,31
Investment Property	76,81
Receivables	2,26
Total Non-Current Assets	2,896,88
TOTAL ASSETS	3,066,85
LIABILITIES	
Current Liabilities	
Payables	38,34
Contract liabilities	11,75
Borrowings	3,52
Provisions	19,69
Total Current Liabilities	73,32
Non-Current Liabilities	
Lease liabilities	2,30
Borrowings	10,37
Provisions	32
Total Non-Current Liabilities	13,00
TOTAL LIABILITIES	86,32
NET ASSETS	2,980,52
EQUITY	
Retained Earnings	2,527,31
Revaluation Reserves	453,21
TOTAL EQUITY	2,980,52



Consolidated Cash Flow Statement

The Cash Flow Statement shows the changes in the balance sheet and operating income of Council.

The Cash Flow Statement for Cumberland City Council for the year ending 30 June 2025 as shown:

	2024-2025 \$'000
Cash Flows from Operating Activities	
Receipts:	
Rates & Annual Charges	169,83
User Charges & Fees	34,28
Interest & Investment Revenue Received	8,81
Grants & Contributions	46,50
Other	10,87
Payments:	
Employee Benefits & On-Costs	95,63
Materials & Contracts	93,49
Borrowing Costs	41
Other	4,75
Net Cash provided (or used in) Operating Activities	76,01
Cash Flows from Financing Activities	
Payments:	
Repayment of Borrowings & Advances	3,44.
Net Cash Flow provided (used in) Financing Activities	3,44
Cash Flows from Investing Activities	
Receipts:	
Sale of Infrastructure, Property, Plant & Equipment	30
Payments:	
Purchase of Infrastructure, Property, Plant & Equipment	71,35
Net Cash provided (or used in) Investing Activities	71,05
Net Increase / (Decrease) in Cash & Cash Equivalents	1,51
plus: Cash, Cash Equivalents & Investments - beginning of year	10,00
Cash & Cash Equivalents - end of the year	11,51
Cash & Cash Equivalents - end of the year	11,51
Investments - end of the year	198,31
Cash, Cash Equivalents & Investments - end of the year	209,83
Representing:	
- External Restrictions	137,16
- Internal Restrictions	59,72
- Unrestricted	12,94
	209.83



Consolidated Cash and Investment Statement

The Cash and Investment Statement provides an overview of Council's total investments, as well as funding available from Council's internal and external reserves.

The consolidated Cash and Investment Statement for Cumberland City Council for the year ending 30 June 2025 as shown:

	2024-2025 \$'000
Total Cash & Investments	209,835
External Reserves	
Developer Contributions	115,786
Specific Purpose Unexpended Grants	7,972
Domestic Waste Management	9,571
Stormwater Levy	3,834
Total External Reserves	137,163
Internal Reserves	
Employees Leave Entitlement	7,293
Other General Use	32,389
Infrastructure & Community Reserves	20,043
Total Internal Reserves	59,725
Total Restricted Cash	196,888
Total Unallocated Cash	12,947



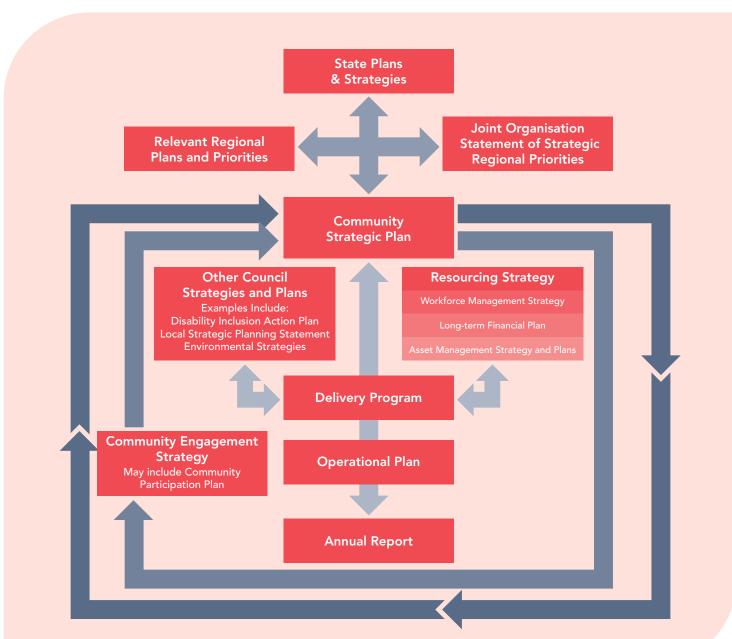


Capital Works Table

Project / Program	New / Renewal	Funding Source	2024-2025 \$'000
Buildings and Pools			
External Reserves			
Buildings Renewal Program	Renewal	General Funds	7,500
Buildings SRV Program	Renewal	Internal Reserve	1,376
Swimming Pool Renewal Program	Renewal	General Funds	1,500
Major Grant Funded Works	Renewal	Internal Reserve	7,300
Buildings Section 7.11 Projects	Renewal	External Reserve	5,548
			23,224
Footpaths			
Footpath Renewal Program	Renewal	General Funds	2,500
New Footpaths	New	General Funds	1,250
			3,750
Roads and Bridges			
Roads Renewal Program	Renewal	General Funds / Grant	12,722
Bridges Renewal Program	Renewal	General Funds	650
New Traffic Projects	New	General Funds / Grant	2,250
			15,622
Stormwater			
Stormwater Renewal Program	Renewal	General Funds	1,600
Stormwater SRV Program	Renewal	General Funds	27
Stormwater Reserve Renewal Program	Renewal	External Reserve	2,000
			3,627

Project / Program	New / Renewal	Funding Source	2024-2025 \$'000
Parks and Open Spaces			
Parks Renewal Program	Renewal	General Funds	4,500
Parks SRV Program	Renewal	Internal Reserve	1,126
Major Grant Funded Projects	Renewal	Internal Reserve	5,050
Park Section 7.11 Projects	New	External Reserve	10,452
			21,128
Other			
Garbage Bins	Renewal	External Reserve	700
Streetlighting	Renewal	General Funds	350
Plant & Equipment	Renewal	General Funds	1,750
IT Equipment	Renewal	General Funds	650
Library Books	Renewal	External Reserve	550
	4,000		
Total Capital Works Program Expendit	ture		71,351





BACK TO SECTION ONE

C04/24-495 - Attachment 1





Cumberland City Council

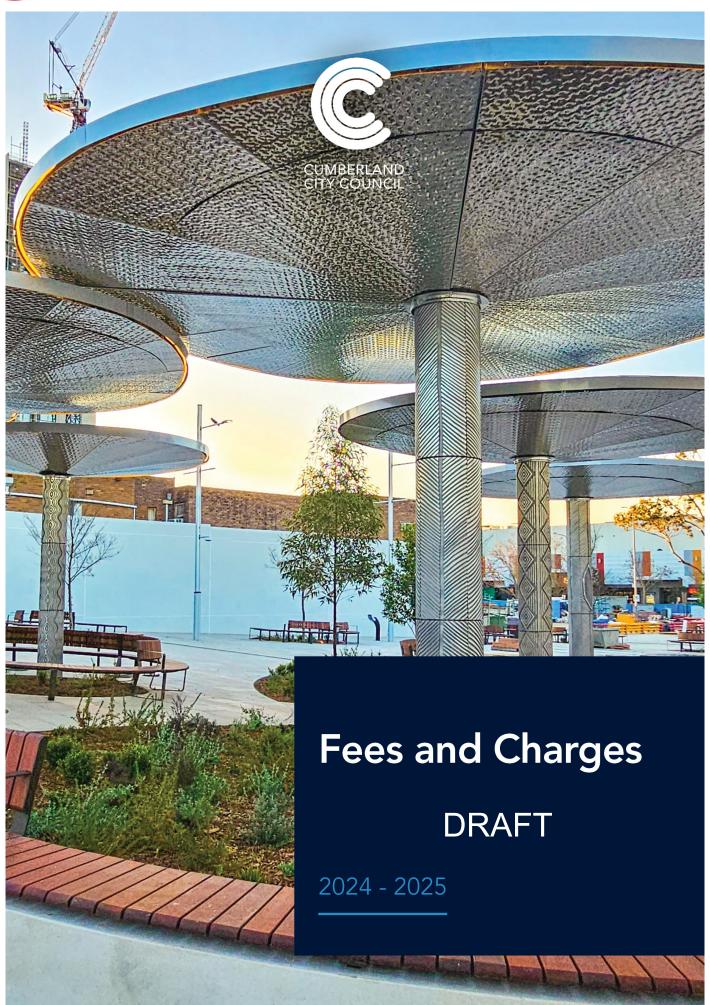
16 Memorial Avenue, PO Box 42, Merrylands NSW 2160. T 8757 9000 W cumberland.nsw.gov.au **E** council@cumberland.nsw.gov.au

f Cumberland City Council Sydney @ cumberlandcitycouncil

DOCUMENTS ASSOCIATED WITH REPORT C04/24-495

Attachment 2 Draft Fees & Charges 2024-2025







Fees and Charges

REVENUE POLICY

Council has incorporated a Revenue Policy into its annual Operational Plan.

The objectives of Cumberland City Council's Revenue Policy are:

- To meet statutory requirements
- To establish the total revenue required by Council to fund its activities
- · To identify the revenue sources available to Council.

Council's Revenue Policy is based on the principles of Efficiency, Effectiveness and Equity, such principles guide the development of Council's Revenue.

Efficiency means to ensure that resources are devoted to the most valuable ends as determined by Council, whilst using as few resources as possible. It generally relates to the cost at which services and facilities desired by the community are delivered or provided.

Effectiveness relates to the satisfaction of stated objectives so that outcomes of decisions and the needs and demands of consumers are taken into consideration. Achievement is demonstrated by the provision of service standards that meet the needs of Council's customers.

Equity refers to ensuring that services are provided to those who need them, even though they may be unable to pay for the particular service. This document provides pricing policies for rates, annual charges and fees for specific services provided by Council.

GOODS AND SERVICES TAX (GST) DISCLAIMER

Cumberland City Council reserves the right to amend any fees and charges without readvertising with regard to any changes in the GST Legislation.

All efforts have been made to adhere to GST Legislation; however, in the event that GST has been applied incorrectly the relevant fee or charge will be changed by the appropriate amount.



PRICING POLICY

Council may charge and recover fees for any service it provides. For any fees in this document a Pricing Policy, which is made up of a number of principles is used by Council in determining the level of revenue to be raised from a particular revenue source.

These principles are not mutually exclusive; several may be used in determining the appropriate amount.

Pricing Policy	Code	Description
Full cost recovery	FCR	Prices are determined in order to help ensure that scarce resources are not wasted and can promote more efficient investments in infrastructure, services and personnel.
Minimal cost recovery	MCR	The pricing for these services is set below the financial cost of providing the service. The fees received are expected to make a minimal contribution towards the cost provision, with the balance being met from general revenues. This balance will be greater than 50% of the overall cost to provide the service. The principles associated with this pricing category may include the following: • expected to benefit the community as a whole; • benefit of service may be spread across a large number of users including unrelated third parties; and • objective is to enable maximum access to the service, particularly keeping lower income users in mind.
Market price	MP	The pricing for these services is expected to recover the full cost of providing the service along with generating an appropriate rate of return. The principles associated with this pricing category may include the following: the service is provided under commercial conditions; and prices will be set to compete with other market competitors, but not to unfairly price others out of the market.
Statutory amount	S	This is the amount required to be charged by statute. Where this principle applies, Council has no discretionary power to alter the amount.
Substantial cost recovery	SCR	The pricing for these services is set below the financial cost of providing the service. The fees received are expected to make a significant contribution towards the cost provision, with the balance being met from general revenues. This balance will be less than 50% of the overall cost to provide the service. The principles associated with this pricing category will be similar to the ones identified for the Minimal Cost Recovery category, but to a lesser extent.
Security Deposit/ Bond	SD	To offset the cost of damages, non-return of Council property and unpaid fees.



PRICING METHODOLOGY

For any fee or charge not specifically stated in Council's Pricing Policy, Fees and Charges 2024-2025, Council determines fees in accordance with a pricing methodology being market rate. Should Council look to implement a fee other than market rate, the proposed new fee would be reported to Council for approval.

PENSIONER REBATES POLICY

Pensioner rate rebates continue to apply with eligible pensioners receiving a mandatory rebate on their Rates and Domestic Waste Management Charge, up to a maximum of \$250.

In accordance with Council Policy, a pensioner voluntary rebate of up to \$25 per eligible rate payer is also provided. Eligible pensioners who apply, own and occupy a dwelling in which they have resided within the Local Government Area for five continuous years can receive an additional \$75 to a maximum voluntary rebate of \$100 per financial year.

The maximum rebate for all eligible pensioners will be \$350 per financial year (mandatory rebate up to \$250, and a voluntary rebate up to \$100).

LOCAL GOVERNMENT ACT 1993 - SECTION 68 APPROVALS

Section 68 of the Local Government Act 1993 sets out a range of activities that require Council approval. These include the following:

- Structure or places of public entertainment (Install a manufactured home, moveable dwelling or associated structure on land)
- Water supply, sewerage and stormwater drainage work
- Management of waste in a public place
- Activities or temporary enclosures on community land
- Activities on or over public roads
- Other activities as outlined under s68 (Part F) of the Local Government Act 1993.

STATUTORY FEES

Some fees and charges issued by Council are set by separate statutory bodies. Where a revised statutory fee amount is announced after Council has endorsed the fees and charges applicable for the financial year, the fees will be adjusted to reflect the maximum statutory rate.



FEE WAIVER CATEGORIES DETERMINED UNDER S.610E OF THE LOCAL GOVERNMENT ACT 1993

Section 610E of the Local Government Act 1993 allows Council to waive or reduce a fee, in the following circumstances:

s.610E(1) Category for Fee Waiver or Reduction - Local Business Stimulus.

Waive or reduce fees when, in the opinion of the General Manager or according to a resolution of the Council, prevailing conditions have affected the profitability of local businesses, including impacts arising from any or all of a pandemic, natural disaster, significant weather event or economic recession and the fee waiver or reduction is a warranted economic relief or stimulus.

s.610E(1) Category for Fee Waiver or Reduction - Act or Omission of Council resulting in an Unjustified Fee.

Waive or reduce fees when, in the opinion of the General Manager or according to a resolution of the Council, the applicant is incurring a fee as a consequence of an act or omission of the Council that has culminated in or caused the applicant to incur the fee unjustly and which warrants fee waiver or reduction.

s.610E(1) Category for Fee Waiver or Reduction – Personal Hardship

Waive or reduce fees when, in the opinion of the General Manager or according to a resolution of the Council, a fee payer is suffering personal hardship that warrants fee waiver or reduction on compassionate grounds.

s.610E(1) Category for Fee Waiver or Reduction – Financial Hardship

Waive or reduce fees when, in the opinion of the General Manager or according to a resolution of the Council, a fee payer is suffering financial hardship that warrants fee waiver or reduction.

Fee waivers under the General Manager's delegation will not exceed 25% of the original sum.

C04/24-495 – Attachment 2



Table Of Contents

CUMBERLAND CITY COUNCIL	14
DEVELOPMENT ASSESSMENT	14
DEVELOPMENT APPLICATIONS	14
Development Involving Erection of Buildings, The Carrying Out of Work, Demolition of a Work or a Building	14
Development Involving The Erection of a Dwelling House	14
Pre-Lodgement Meetings	
Integrated Development and Development which requires concurrence Under the EP&A Act 1979 or an EPI	15
Designated Development	15
Development not involving The Erection of Building, Carrying out of Work, Subdivision of Land or Demolition of a Building Wo	
Referral to Design Excellence Panel	15
Development for the Purposes of One or More Advertising Signs	15
Advertising & Notification Fees	16
Application to Modify a Development Consent	
Application for Review of Determination Section 8.2(1)(a) (previously S82A)	
Application for Review of Modification Application Section 8.2(1)(b) & 8.9 (previously S96AB)	
Application for Review of Decision to Reject Development Application Section 8.2(1)(c) (previously S82B)	
Application to Extend a Development Consent (Section 4.54 previously S95A)	
Refund of Withdrawn Application (Prior to Determination)	
CONSTRUCTION CERTIFICATE/ COMPLYING DEVELOPMENT CERTIFICATE	19
Class 1 - Residential Alterations and Additions	19
Class 1 - Single Dwellings/Dual Occupancy/Multi-Dwelling Housing	
Class 2 to 9 Building	
Class 10 Building	
Class 1 to 10 Building	20
Construction Certificate/CDC Modifications	
Construction Certificates, Subdivision Certificates, Complying Development Certificates, Occupation Certificates, Com Certificates Issued By Accredited Certifiers	20
Transfer of PCA Application to Council	
INSPECTION FEES - Principal Certifying Authority	20
GENERAL INFORMATION	20
Builders Indemnity Insurance	20
Long Service Levy	21
CERTIFICATES	21
Building Information Certificate - Section 6.23(1) (previously S149B)	21
Sale of Property	21
Unauthorised Building Work	21
Occupation Certificate (where Council is the PCA)	22
For Occupation Certificates involving change of building use, where no building works are proposed (Section 6.9 previously 109N)	
MISCELLANEOUS	22
Warning Sign For Building Sites	22
Stamping of Additional Plans and Specifications	22
LOCAL GOVERNMENT ACTIVITY APPROVALS	22
Section 68 of the Local Government Act 1993	22
Review of Determination - Section 68 Activity Approval of the Local Government Act 1993	22
Application to modify an Activity Approval	22
Renew/Extend Approval - Section 68 Activity Approval of the Local Government Act 1993	23
WRITTEN RESULT	23
SUBDIVISION FEES	23
Development Application Fee for the Subdivision of Land	23



Subdivision Certificate Applications	2 3
TREE	23
Bond - Trees	23
Landscape/Tree Assessments	23
Applications for Tree Works	24
DEVELOPMENT PROGRAMS	25
FIRE SAFETY	25
WORK HEALTH AND SAFETY FEE	25
SWIMMING POOL	
DEVELOPMENT CONTROL	
STRATEGIC PLANNING	
PLANNING POLICY	
PLANNING PROPOSALS REQUEST AND ASSOCIATED DCPs	
PLANNING AGREEMENTS	
PLANNING CERTIFICATES	28
REGULATORY COMPLIANCE	29
ENVIRONMENTAL HEALTH FEES	29
Food Premises - NSW Food Regulation Partnership	29
Administration Fees (Food Regulation 2015 cl.15)	
Inspection Fees (Food Regulation 2015 cl.14)	
Food (Other Charges)	29
Mobile Food Vending	29
Food Stall Inspection (Temporary/including Events)	29
Public Health Premises	30
Skin Penetration Premises	30
Mortuaries	
Boarding Houses/Shared Accommodation/Accommodation Houses Inspection and/or reinspection fee	
Brothels	
Hairdressing Salon, Barber Shops (not carrying out Skin Penetration Procedures)	
Cooling Tower/Warm Water Systems	
Public Swimming Pools And Spa Pools	
Environmental Response/Protection of the Environment Operations Act	
Onsite Sewage Management System (Septic Tanks)	
Environmental Health Fees	
REGULATORY SERVICES	
Companion Animals Registration	
Companion Animals (Surrender)	
Impounding Fee (Animals)	
Horses and Cattle	
Sheep/Goat	
Dogs/Cats	
Non-Companion Animals	
Animal Establishment Inspection	33
Impounding Fee to Release Items Impounded From Public Places	33
CERTIFICATES AND MISCELLANEOUS FEES	33
Outstanding Notices & Orders Certificate	33
Cat Trap Hire	33
Car Parking Agreements	34
PROPERTIES	35



PROPERTIES, ROADS AND FOOTWAYS	35
Outdoor Dining	35
Rental Fee for use of Footway	35
Display of Goods	35
PROPERTY TRANSACTIONS - LEASES/LICENCES OR OTHER REQUESTS	35
Easements, Covenants and Caveats	35
Road Closure	
COMMUNITY HALL/ROOM HIRE	
Allan G Ezzy Community Centre (Pemulwuy)	
Main Hall - Allan Ezzy	
Youth Centre, Meeting Room 1 and Warwick & Lyn Tester Room	
Auburn Central Forecourt	
Auburn Centre For Community	
Main Hall	
Main Hall - Half Hall A	
Main Hall - Half Hall B	
Commercial Kitchen	
Multipurpose Room	
Large Meeting Room	
Computer Training Room	
Medium Meeting Room	
Small Meeting Room	
Auburn Town Hall	
Sommerville Room	40
Bathurst Street Park Hall	40
Berala Community Centre	40
Terry Keegan Main Hall	40
Terry Keegan Main Hall - Half Hall A	41
Terry Keegan Main Hall - Half Hall B	41
Bareela Room	41
Woodburn Room (Half Multipurpose)	41
Tilba Room (Half Multipurpose)	41
Multipurpose Room	42
Domain Meeting Rooms	42
Mackey and Oakes Meeting Rooms	42
Granville Centre	42
Large Hall (Hall and 2 Multipurpose Rooms combined)	42
Medium Hall (Hall only)	42
Multipurpose Room 1 or 2	43
Multipurpose Rooms 1 and 2 combined	43
Meeting Place	
Creative Suite - Video/Music and Recording Studio/Co-Lab. Space	43
1 x Workshop Room	43
2 x Workshops Combined	44
3 x Workshops Combined	44
Consult Room 1 (7.9 m²- 3 Guests)	
Consult Room 2 (18.0 m²- 6 Guests)	
Consult Room 3 (11.5 m²- 4 Guests)	
Granville Centre Synthetic Court	
Granville Centre White Board	
Stage 245cm x 180cm	
Granville Park - The Eric Tweedale Stadium	
Function Room	45



First Aid Room	
Granville Town Hall	46
Main Hall	46
Meeting Room 1 and Meeting Room 2	46
Greystanes Community Centre	46
Governor Lachlan Macquarie Hall	46
Jeremiah Eldridge Hall	46
Guildford Community Centre	47
North Hall	47
Commercial Kitchen - North Hall	47
South Hall	47
Training and Computer Room	47
Medium Meeting Room	47
Small Meeting Room	48
Holroyd Centre	48
Waratah Room	48
Boronia Room	48
Wattle Room	49
Boronia/Wattle Room	49
Foyer	50
Whole Venue	50
Holroyd Gardens Rotunda	50
Holroyd Sports Ground Hall	5.1
Lidcombe Community Centre	5.
Linnwood House	5:
Merrylands Community Centre	52
Merrylands Oval Hall	52
Nemesia Street Park Hall	52
Norrie Maley Kiosk (Central Gardens)	5
Redgum Function Centre	
Regents Park Community Centre	
Tom Collins Meeting Room - Guildford	
Toongabbie Community Centre	
George Mepham Hall	
Billiard Room, Andrew Cooke Room and Neil Pigram Room	
Wentworthville Community Centre	
Grevillea and Banksia Rooms (shared kitchen)	
Kurrajong Room	
Westmead Progress Hall	
Additional Charges For All Facilities	
Stall Booking Fee (Street)	
Storage Fees	
COUNCIL'S SENIORS UNITS	
CAR PARK	
Susan Street Car Parking Fee	
Lidcombe Multi Storey Car Parking Fee	5!
SWIMMING POOLS	56
Ruth Everuss Aquatic Centre	50
Casual Entry	50
Multi Visit Passes including Aqua/Fitness Classes	50
Centre Memberships	50
Swim School Memberships	E-



School Swimming Lessons	58
Facility Hire	58
Other Services	58
Merrylands, Guildford, Granville and Wentworthville Swimming Centres	59
General Public	59
Concession Tickets	59
Replacement Member Card	59
Blue Membership - Swim Only	59
Locker Hire	60
Carnivals	60
For All Swimming Carnivals	61
Water Polo Games per person (Minimum charge of 20 players per game)	61
Merrylands, Guildford, Granville and Wentworthville Swimming Centres	61
Administration	61
Learn To Swim Programs	61
Squad Program	61
Aqua Fitness Programs	62
Discounts and Incentives (Learn to Swim)	
Memberships & Fitness Services - Gyms & Wellness	62
Granville Swim Centre Gym & Eric Tweedale Stadium Gym	62
Fitness Services	64
ENGINEERING	65
CONSTRUCTION CERTIFICATE	65
INSPECTION FEES	
On-Site Stormwater Detention Inspection	
•	
Other	
Infrastructure Inspection	
Stormwater Works	
Park Excavations Fees	
Certificates	
Document Signing Fee	
GENERAL ENGINEERING CHARGES AND BONDS	66
General Fees	66
Building Line Levels	66
Line Marking For Access Driveways	66
On-Site Detention Bond	66
Kerb Crossing Bond (Related to Driveways)	66
Damage Bond - Building Construction	66
Residential Properties	66
Residential Buildings	67
Shops & Commercial Buildings	67
Industrial Buildings	67
Administration Fees for Bond	67
Temporary Rock Anchors License	67
Hoarding Structure	67
Road Occupancy Licence (Short Term) - Up To 2 Storey Buildings	67
Road Occupancy Licence (Short Term) - More Than 2 Storeys	
Kerb Lane Closure: (Parking Lane)	
Travel Lane Closure (Second Lane)	
Additional Travel Lane Closure (Third Lane)	
WORKS/CONSTRUCTION ZONES	
TOWER CRANES OVER PUBLIC ROADS	
TOWER GRAINES OVER FUBLIC RUADS	



TRAFFIC MANAGEMENT	60
CHARGES FOR PREPAID WORK	
Concrete Work	
Removal Of Driveways/Kerb & Gutter/Footpath/Cycle Ways	
ROAD RESTORATION CHARGES	
Pavements	
Footpaths	
Driveways (Vehicular Access)	
Kerb And Gutter	
Other Public Domain Works	70
Concrete Public Domain Works	70
Additional Surcharges	70
ROAD OPENING APPLICATIONS	71
GRAFFITI REMOVAL	71
PLANS - CHECKING, INSPECTION FEES	71
STREET SIGN	72
FILMING	72
Application Fee	
Traffic Management Plan Assessment	
ADVERTISING ON PUBLIC STRUCTURES	
COMMERCIAL CIVIL SERVICES	
PARKS AND RECREATION	
SPORTING FIELDS - PROFESSIONAL	
SPORTING FIELDS - PREMIUM	
SPORTING FIELDS - LOCAL	
FLOODLIGHTING	74
LINE MARKING	74
SCHOOLS	74
CRICKET	74
NETBALL, BASKETBALL & MULTIPURPOSE COURTS	74
CYCLE TRACK	74
RIFLE RANGE	75
GOLF	75
TENNIS	
PERSONAL TRAINERS / FITNESS GROUPS - USE OF PERSONAL TRAINER ZONES IN PARKS	
CASUAL EVENT USE FEES (SPORTING FIELDS and PASSIVE SPACES)	
Weddings (Auburn Botanical & Central Gardens & Holroyd Gardens - dedicated areas only)	
Wedding Ceremonies & Photographs including entry (90mins - 2hours)	
Photography Sessions Only (Auburn Botanical Gardens and Central Gardens only)	
Auburn Botanical Gardens Entry Fees	
Community Picnic Area	
CONSTRUCTION ACCESS ACROSS OPEN SPACE AND/OR OCCUPATION	76
ADMINISTRATION AND GOVERNANCE	77
COPYING AND PRINTING	
Copying Undertaken By Council Staff For Public Access To Documents	
Formal Application - GIPA	
CONDUCT MONEY	



EXPERT WITNESS FEE	77
INFORMATION	78
GIS MAP PRODUCTION FOR EXTERNAL CLIENTS	78
GIS Map Printing	
Custom Map Creation	
FINANCE	
RATES AND CHARGES	
STORMWATER MANAGEMENT CHARGE	
ADMINISTRATION	79
Credit/Debit Card Merchant Fee Surcharge	79
Interest on Rates	
Property Enquiry	
Section 611 Charges	
WASTE & RECYCLING CHARGES	81
DOMESTIC WASTE MANAGEMENT CHARGE	81
COMMERCIAL WASTE MANAGEMENT CHARGE	81
OTHER DOMESTIC SERVICES	81
EVENT WASTE MANAGEMENT CHARGE	81
COMMUNITY DEVELOPMENT	
SENIORS AND DISABILITY	
Over 55's Health	
Community Buses	
Community Bus (10 Seater)	
Community Bus (20 Seater - Accessible)	
Cumberland Lifestyle And Leisure Links	
Nutrition Services	
Social Inclusion	
Services to Commonwealth Home Care Package Recipients	
Seniors and Disability Services	
COMMUNITY & BUSINESS PROGRAMS	
Training and Workshops	
GALLERY PROGRAMS AND SERVICES	
CHILDREN'S SERVICES	
EDUCATION & CARE	
Administration Charges	
Pre- School	
Family Day Care	
Long Day Care	
Out Of School Hours Care	
BASC Fees	
School Holiday Care	
CHILDREN'S DEVELOPMENT	
CHILDREN'S SERVICES - PROGRAMS	
Paint Cumberland REaD	
LIBRARY	
LIBRARY SERVICES	ర8



	Historical and Heritage Charges	88
	Lost/Damaged Items	88
	Reservation Fee	
	Photocopying and Printing	88
	Other	88
	Book Sales	88
	Local Studies Publications	
	Toy Library (Wentworthville Library only)	
	Library Research Fee	89
	Library Meeting Rooms	89
	Library Training Rooms	89
	Library Study Rooms	89
Ε'	VENTS	90
	SYDNEY CHERRY BLOSSOM FESTIVAL	90
	Cumberland City Council Resident Prices	90
	Non - Resident Prices	. 90
	Price on Application Stall Hire Fees	
	STALL HIRE FEE	90
	Major Events	90
	Community Events	90
	OTHERS	91



Year 23/24 Year 24/25 Name **Unit Pricing** Fee Fee (incl. GST) (incl. GST)

CUMBERLAND CITY COUNCIL DEVELOPMENT ASSESSMENT

DEVELOPMENT APPLICATIONS

Development Involving Erection of Buildings, The Carrying Out of Work, Demolition of a Work or a Building

Note: An Exemption is applicable for Development Involving The E	rection Of A Dwelling Hous	e Or Dwelling Alterations		
Estimated Cost Up to \$5,000	\$138.00 \$138.00	per application S		
Estimated Cost \$5,001-\$50,000	\$212 plus an additional \$3 for each \$1,000 (or part of \$1,000) by which the estimates exceeds \$5,000			
Estimated Cost \$50,001 – \$250,000	\$442 plus an additiona \$3.64 for each \$1,000 (or part of \$1,000) by which the estimates exceeds \$50,000			
NB: For each Development Application having an estimated cost exceeding to the Planning Secretary as per Clause 266 of the EP&A Regulation 202		es collected are to be remitted		
Estimated Cost \$250,001 – \$500,000	\$1,455 plus an additiona \$2.34 for each \$1,000 (or part of \$1,000) by which the estimates exceeds \$250,000			
NB: For each Development Application having an estimated cost exceeding \$50,000 a proportion of fees collected are to be remitted to the Planning Secretary as per Clause 266 of the EP&A Regulation 2021.				
Estimated Cost \$500,001 – \$1,000,000	\$2,190 plus an additiona \$1.64 for each \$1,000 (or part of \$1,000) by which the estimates exceeds \$500,000			
NB: For each Development Application having an estimated cost exceeding \$50,000 a proportion of fees collected are to be r to the Planning Secretary as per Clause 266 of the EP&A Regulation 2021.				
Estimated Cost \$1,000,001 - \$10,000,000	\$3,281 plus an additiona \$1.44 for each \$1,000 (or part of \$1,000) by which the estimates exceeds \$1,000,000			
NR: For each Development Application having an estimated cost exceeding	ng \$50,000 a proportion of fee	es collected are to be remitted		

NB: For each Development Application having an estimated cost exceeding \$50,000 a proportion of fees collected are to be remitted to the Planning Secretary as per Clause 266 of the EP&A Regulation 2021.

Estimated Cost More than \$10,000,000 \$19,917 plus an additional per application S \$1.19 for each \$1,000 (or part of \$1,000) by which the estimates exceeds \$10,000,000

NB: For each Development Application having an estimated cost exceeding \$50,000 a proportion of fees collected are to be remitted to the Planning Secretary as per Clause 266 of the EP&A Regulation 2021.

Development Involving The Erection of a Dwelling House

Schedule 4, Part 2, Item 2.3 of the EP&A Regulation 2021

Estimated development cost of \$100,000 (including GST) or less	\$571.00	\$571.00	per application	S
Estimated cost must be verified				



Name	Year 23/24 Fee (incl. GST)	Year 24/25 Fee (incl. GST)	Unit	Pricing
Pre-Lodgement Meetings				
Dwelling and/or secondary dwelling	\$709.00	\$745.00	per application	SCR
Any development proposal with an estimated cost of development less the dwellings	nan \$1,000,000 a	and/or includes		
Any development proposal with an estimated cost of development between \$1,000,001 - \$3,000,000	\$1,070.00	\$1,125.00	per application	SCR
Any development proposal with an estimated cost of development betwee occupancies, multi-dwelling housing and residential flat buildings up to 8 $$				opment
Any development proposal with an estimated cost of development between \$3,000,001 - \$10,000,000	\$2,540.00	\$2,670.00	per application	SCR
Any development proposal with an estimated cost of development betwee dwelling housing or residential flat buildings greater than 8 lots/units or o				nulti
Major development with an estimated cost greater than \$10,000,000	\$3,905.00	\$4,100.00	per application	SCR
Any development proposal with an estimated cost of development greater	er than \$10,000,0	000		
ntegrated Development and Development whic EP&A Act 1979 or an EPI	h requires	concurren	ice Under the	
Council Handling Fee	\$176.00	\$176.00	per concurrence authority	S
Concurrence Authority Fee	\$401.00	\$401.00	per concurrence authority	S
Designated Development				
Designated Development	Fee = Standard fee based on the estimated cost of development Plus Add on Fees \$1,154 per application		per application	S
Development not involving The Erection of Buil of Land or Demolition of a Building Work (e.g. C	0,		Work, Subdiv	vision
Development not involving the erection of building, carrying out of a work, subdivision of land or demolition of a building work including change of use and outdoor dining	\$357.00	\$357.00	per application	S
Referral to Design Excellence Panel				
Requires re-referral to a design excellence panel (applications including S4.55 (previously S96) modifications)	\$1,740.00	\$1,830.00	per item	SCR
Requires referral to a design excellence panel (applications including S4.55 (previously S96) modifications)	\$3,763.00	\$3,763.00	per item	S
All applications that require/seek advice from the Design Excellence Pan	el.			
Development for the Purposes of One or More A	Advertising	Signs		
Schedule 4, Part 2, Item 2.2 of the EP&A Regulation 2021				
Initial Fee plus per additional sign in excess of one	add advertiseme one, o calculated	ication plus an itional \$93 per nt in excess of or the ordinary d statutory fee, ever is greater.	per application	S
	775110			



Name	Year 23/24 Fee (incl. GST)	Year 24/25 Fee (incl. GST)	Unit	Prici
Advertising & Notification Fees				
Advertised Development	\$1,386.00	\$1,386.00	maximum per advertisement	
a. In case of advertised development				
Designated Development	\$2,785.00	\$2,785.00	maximum per advertisement	
b. In case of designated development				
Prohibited Development	\$1,386.00	\$1,386.00	maximum per advertisement	
c. In case of prohibited development				
Other Development	\$1,386.00	\$1,386.00	maximum per advertisement	
d. In case of development for which an environmental planning instrume or c above.	ent requires notice	to be given oth	ner than as referred to	in a,
Reviews S8.2 (previously S82A) Advertising	\$778.00	\$778.00	maximum per advertisement	
Application to review a determination as required by Section 8.2-8.5 of t	he EP&A Act 197	9 (previously S8	32A) advertising.	
Modifications - S4.55 (previously S96(2)) Advertising	\$835.00	\$835.00	maximum per advertisement	
Modification of consent under S4.55 of the EP&A Act 1979 (previously S DCP to be notified.	596(2)) only if prev	viously advertise	ed or required by rele	vant
Neighbour Notification fee	\$290.00	\$305.00	per notification	МС
Development Applications involving neighbour notification only (e.g. resioccupancies)	dential dwellings	including addition	ons and alterations &	dual
Advertising Fee – Road Closure/Opening Gazettal Fee	\$286.00	\$300.00	per advertisement	МС
Application to Modify a Development Consent				
Additional fee for modification application to development assessed under SEPP 65	\$954.00	\$954.00	maximum	
Application under section 4.55(1) (previously S.96(1))	\$89.00	\$89.00	maximum	
Application under section 4.55(1A) or 4.56(1) (previously S.96(1A) or S.96AA(1)) of minimal environment impact in Council's opinion)	50% of original fee or \$809 whichever is lesser		50% of original fee or \$809 whichever is lesser	
Application under section 4.55(2) or section 4.56(1) which in Council's opinion is not of minimal environmental impact (previously S96(2) or S96AA) and if the fee for the original application was \$100 or more and does not involve the erection of a building, the carrying out of a work or the demolition of a work or building	50% of original fee (max)		50% of original fee (max)	
Application under section 4.55(2) or section 4.56(1) that involves the erection of a dwelling house with an estimated cost of construction of \$100,000 or less	\$238.00	\$238.00	maximum	
Application under section 4.55(2) or section 4.56(1) which in Council's o				sly
S96(2) or S96AA) and involves the erection of a dwelling-house with an				



Name	Fee (incl. GST)	Fee (incl. GST)	Unit	Pricing
Application to Modify a Development Consent	[continued]			
Application under section 4.55(2) or section 4.56(1) based on the estimated cost between \$5,001–\$250,000	\$106 plus an \$1.50 for each \$ part of \$1,0 estim	\$1,000 (or	fee plus	S
Application under section 4.55(2) or section 4.56(1) which in Council's o $S96(2)$ or $S96AA$ for any other development application, based on the G				sly
Application under section 4.55(2) or section 4.56(1) based on the estimated cost between \$250,001–\$500,000	\$628 plus an \$0.85 for each \$ part of \$1,0 estimated cos	\$1,000 (or 00) of the	fee plus	S
Application under section 4.55(2) or section 4.56(1) which in Council's o S96(2) or S96AA) for any other development application, based on the				sly
Application under section 4.55(2) or section 4.56(1) based on the estimated cost between \$500,001–\$1,000,000	\$894 plus an \$0.50 for each \$ part of \$1,0 estimated cos \$500,0	\$1,000 (or 00) of the	fee plus	S
Application under section 4.55(2) or section 4.56(1) which in Council's o S96(2) or S96AA) for any other development application, based on the o				sly
Application under section 4.55(2) or section 4.56(1) based on the estimated cost between \$1,000,001–\$10,000,000	\$1,238 plus an \$0.40 for each \$ part of \$1,0 estimated cos \$1,000,0	\$1,000 (or 00) of the	fee plus	S
Application under section 4.55(2) or section 4.56(1) which in Council's o S96(2) or S96AA) for any other development application, based on the o				sly
Application under section 4.55(2) or section 4.56(1) based on the estimated cost more than \$10,000,000	\$5,943 plus an \$0.27 for each \$ part of \$1,0 estimated cos \$10,000,0	\$1,000 (or 00) of the t exceeds	fee plus	S
Application under section 4.55(2) or section 4.56(1) which in Council's o S96(2) or S96AA) for any other development application, based on the				sly
Application for Review of Determination Sectio	n 8.2(1)(a) (pre	eviously	S82A)	
This review must be lodged and determined within 6 months after	the date of the dete	ermination		
Application for review under section 8.2(1)(a) (previously S82A) that does not involve the erection of a building, the carrying out of a work	Maximum 50%	of original fee	maximum 50% of original fee	S

Year 23/24

Year 24/25

Application for review under section 8.2(1)(a) (previously S82A) that does not involve the erection of a building, the carrying out of a work or the demolition of a work or building	Maximum 5	50% of original fee	maximum 50% of original fee	S
Review of determination of a development application that does not invo	lve any work			
Application for review under section 8.2(1)(a) (previously S82A) for development that involves the erection of a dwelling house with an estimated cost of construction of \$100,000 or less	\$238.00	\$238.00	maximum	S
Review of determination of a development application for a dwelling houseless	se, with an estim	ated cost of con	estruction of \$100,000 or	
Application for review under section 8.2(1)(a) (previously S82A) with an estimated cost of construction up to \$5,000	\$69.00	\$69.00	maximum	S
Review of determination of a development application for any other deve up to \$5,000	lopment applicat	ion with an estir	mated cost of construction	n



	Year 23/24	Year 24/25	
Name	Fee	Fee	Unit Pricing
	(incl. GST)	(incl. GST)	

Application for Review of Determination Section 8.2(1)(a) (previously S82A) [continued]

		_	
Application for review under section 8.2(1)(a) (previously S82A) with an estimated cost of construction between \$5,001 – \$250,000	\$107 plus an additional \$1.50 for each \$1,000 (or part of \$1,000) of the estimated cost.	fee plus	S
Review of determination of a development application for any other development \$5,001–\$250,000	elopment application with an estir	mated cost of construction	
Application for review under section 8.2(1)(a) (previously S82A) with an estimated cost of construction between \$250,001 – \$500,000	\$628 plus an additional \$0.85 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$250,000 (max)	fee plus	S
Review of determination of a development application for any other development \$250,001–\$500,000	elopment application with an estir	mated cost of construction	
Application for review under section 8.2(1)(a) (previously S82A) with an estimated cost of construction between \$500,001 – \$1,000,000	\$894 plus an additional \$0.50 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$500,000 (max)	fee plus	S
Review of determination of a development application for any other development \$500,001–\$1,000,000	elopment application with an estir	mated cost of construction	
Application for review under section 8.2(1)(a) (previously S82A) with an estimated cost of construction between $$1,000,001-$10,000,000$	\$1,238 plus an additional \$0.40 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$1,000,000 (max)	fee plus	S
Review of determination of a development application for any other development \$1,000,001–\$10,000,000	elopment application with an estir	mated cost of construction	
Application for review under section 8.2(1)(a) (previously S82A) with an estimated cost of construction of more than \$10,000,000	\$5,943 plus an additional \$0.27 for each \$1,000 (or part of \$1,000) by which the estimated cost exceeds \$10,000,000 (max)	fee plus	S
Review of determination of a development application for any other deve	elopment application with an estir	mated cost of construction (of

more than \$10,000,000

Application for Review of Modification Application Section 8.2(1)(b) & 8.9 (previously S96AB)

Fee for review of modification application under Section 4.55 & 4.56	Maximum 50% of original	per application	S
(previously S96(1A), S96(2) & S96AA)	fee		

Application for Review of Decision to Reject Development Application Section 8.2(1)(c) (previously S82B)

Review of decision to reject an application if the estimated cost of the development is less than \$100,000	\$69.00	\$69.00	per application	S
Review of decision to reject an application if the estimated cost of the development is \$100,000 or more and less than or equal to \$1,000,000	\$188.00	\$188.00	per application	S
Review of decision to reject an application if the estimated cost of the development is more than \$1,000,000	\$313.00	\$313.00	per application	S

Application to Extend a Development Consent (Section 4.54 previously S95A)

Application only made if original consent was for a period of less than 5 years. Does not apply to complying development



Application to Extend a Development Consent (Section 4.54 previously S95A) [continued]

Application to Extend a Development Consent (Section 4.54 previously S.95A)

Fee = 50% of original fee to per application max. of \$236.00

Refund of Withdrawn Application (Prior to Determination)

Where no assessment has taken place	Up to 50% of application fee refundable Last year fee Fee = 50% of Original Fee withheld and 50% refunded	per application	SCR
This applies to all applications including Das, Mods, Reviews, Constructi	on Certificates, CDCs and S68 a	applications	
If partly assessed	Up to 20% of application fee refundable Last year fee Fee = 80% of Original Fee withheld and 20% refunded	per application	SCR

This applies to all applications including Das, Mods, Reviews, Construction Certificates, CDCs and S68 applications

CONSTRUCTION CERTIFICATE/ COMPLYING DEVELOPMENT CERTIFICATE

Class 1 - Residential Alterations and Additions

Class 1 – Residential alterations and additions where the cost of works is less than $\$50,\!000$	\$779.00	\$818.00	per application	MCR
For complying development certificates the fee is double the application	fee shown in the	table		
Class 1 – Residential alterations and additions where the cost of works is more than $\$50,\!000$	\$1,120.00	\$1,180.00	per application	MCR
For complying development certificates the fee is double the application fee shown in the table				

Class 1 - Single Dwellings/Dual Occupancy/Multi-Dwelling Housing

Class 1 - Single Dwellings	\$1,655.00	\$1,740.00	per application	MCR
For complying development certificates the fee is double the application fee shown in the table				
Class 1 - Dual Occupancy, Multi dwelling housing	\$986.00	\$1,040.00	per dwelling/unit	MCR
For complying development certificates the fee is double the application fee shown in the table				

Class 2 to 9 Building

Class 2 to 9 Building – Cost of works less than \$200,000	\$1,120.00	\$1,180.00	per application	MCR
For complying development certificates the fee is double the application	fee shown in the	table		
Class 2 to 9 Building- Cost of more than \$200,000	Quote		per application	MCR

Class 10 Building

Class 10 – Cost of works less than \$10,000	\$367.00	\$386.00	per application	SCR
For complying development certificates the fee is double the application fee shown				
Class 10 – Cost of works more than \$10,000	\$582.00	\$612.00	per application	SCR
For complying development certificates the fee is double the application	fee shown			



Class 1 to 10 Building

Class 1 to 10 Building	Quotes for developments	per application	MCR
	requesting alternate solution		

Construction Certificate/CDC Modifications

New major projects where cost of works exceeds \$200k	Quote	per application	MCR
Major projects where cost of work is less than \$200k	50% of original Council fee or \$1,000 whichever is less	per application	MCR
	Last year fee 50% of original Council fee or \$1,000 whichever is the lesser		
Includes issue of an amended Construction Cortificate/CDC and stamping	na of plane		

Includes issue of an amended Construction Certificate/CDC and stamping of plans

Construction Certificates, Subdivision Certificates, Complying Development Certificates, Occupation Certificates, Compliance Certificates Issued By Accredited Certifiers

Registration fee for lodgement of certificates with Council issued by	\$39.00	\$39.00	per certificate	S
Private Certifiers				

This includes Construction Certificates, Complying Development Certificates, Occupation Certificates, Subdivision Certificates and Compliance Certificates issued by an Accredited Certifier. The certificate must be accompanied by all approved and relevant plans, documents, drawings and specifications (where relevant).

Transfer of PCA Application to Council

Mandatory Inspections + Occupation Certificate- See Inspection Fees.

Change of Principal Certifying Authority (PCA)	\$780.00	\$819.00	per change	MCR	
--	----------	----------	------------	-----	--

INSPECTION FEES - Principal Certifying Authority

Note: All additional inspections to those nominated in the packages will be charged at the applicable 'per inspection' rate and is to be paid prior to the issue of the Occupation Certificate.

Class 1 and Class 10	\$276.50	\$290.00	per inspection	MCR
Class 2 to Class 9	\$343.00	\$361.00	per inspection	MCR
Stormwater Drainage Works as Executed Plan Assessment and Inspection Fee (Includes initial On-Site Stormwater Detention inspection)	\$295.00	\$310.00	per application	SCR
Subsequent On-Site Stormwater Detention Re-inspection Fee	\$190.50	\$200.00	per inspection	SCR
Demolition Inspection Fee	\$276.50	\$290.00	per inspection	MCR

GENERAL INFORMATION

Builders Indemnity Insurance

Construction Certificates and Complying Development Certificates cannot be issued unless the applicant provides a certificate of insurance issued by an approved insurer under the Home Building Act 1989.

For Owner/Builder's, insurance is not compulsory. However, you should contact the Department of Fair Trading to determine your legal responsibilities in the event you wish to sell your house.

No insurance is required on works valued less than \$20,000 value when carried out by a licensed builder.

An owner/builder's permit is required if the cost of works exceed \$5,000.



Builders Indemnity Insurance [continued]

Builders Indemnity Insurance GENERAL INFORMATION S

Long Service Levy

For building or subdivision works that exceed a value of \$250,000, payment of the Long Service Levy to the Long Service Levy Payments Corporation is required prior to Council (or an accredited certifier) issuing the Construction or Complying Development Certificate.

Council acts as an agent for collection of this levy.

The amount payable is currently fixed at 0.25% of the total cost of the work and is GST exempt.

Long Service Levy GENERAL INFORMATION S

CERTIFICATES

Building Information Certificate - Section 6.23(1) (previously S149B)

Application under section 6.23.1 (previously 149B of the Environmental Planning and Assessment Act 1979)

Sale of Property

Class 1 Building (together with any Class 10 Building) or a Class 10 Building	\$250.00	\$250.00	per dwelling	S
Fee is applicable for each dwelling contained in the building or in any oth	ner building on th	e allotment		
Other classes of buildings with floor area not exceeding 200 sqm	\$250.00	\$250.00	per dwelling	S
Other classes of buildings with floor area greater than 200 sqm but not exceeding 2,000 sqm		s an additional sqm over 200 sqm	per dwelling	S
	·	Last year fee s an additional sq m over 200 sqm		
Other classes of buildings with floor area greater than 2,000 sqm		s an additional r per sqm over 2,000 sqm	per dwelling	S
		Last year fee s an additional per sq m over 2,000 sqm		
If reasonably necessary to carry out more than one inspection of the building before issuing a building certificate, Council may require payment of an additional fee	\$90.00	\$90.00	per additional inspection	S
Copy of Building Certificate (with owner's consent)	\$13.00	\$13.00	per certificate	S

Unauthorised Building Work

Where unauthorised works has taken place, an additional fee is payable. Clause 260 (3A) and (3B) of the Environmental Planning and Assessment Regulation 2000 has been repealed, and any fee for services is presently charged under Section 608 of the Local Government Act.

Unauthorised Building Works Application Fee	\$250.00	\$250.00	per application	S
Fee is applicable for each application lodged (minimum fee)				



				•
Name	Year 23/24 Fee (incl. GST)	Year 24/25 Fee (incl. GST)	Unit	Pricinç
Unauthorised Building Work [continued]				
Additional fee for applications for which a charge may be due that would have been payable for an application for a development consent and construction certificate or complying development certificate (if appropriate) for unauthorised parts of the building	\$250 plus relev	vant DA/CC or CDC fees	per application	S
Occupation Certificate (where Council is the PC	CA)			
Note: These fees only apply where Council has progressively insp	ected the works	S.		
In all other cases the cost of an Occupation Certificate will be dou	ble that shown.			
All Class 1 (dwellings including alterations/additions and dual occupancies) & Class 10 (carports, awnings etc)	\$349.00	\$367.00	per application	MCR
Class 2 to 9 Buildings	\$522.00	\$549.00	per application	MCR
For Occupation Certificates involving change of are proposed (Section 6.9 previously Section 1		ıse, where	no building v	vorks
Occupation Certificates for development involving change of use only	\$586.00	\$616.00	per application	MCR
MISCELLANEOUS				
Digital Archiving and Retention Fee (Payable on DA Lodgement)	\$101.00	\$107.00	per application	SCR
Warning Sign For Building Sites				
Warning signs for building	\$10.50	\$11.00	per application	MCR
Stamping of Additional Plans and Specification	S			
Development and Building Applications	\$101.00	\$107.00	per set	SCR
LOCAL GOVERNMENT ACTIVITY APPROVA	LS			
Section 68 of the Local Government Act 1993				
Section 68 inspection fee	\$276.50	\$290.00	per inspection	MCR
Install a manufactured home, movable dwelling or associated structures	\$391.00	\$411.00	per item	SCR
All Other Activity Approvals	\$167.50	\$176.00	each	SCR
Review of Determination - Section 68 Activity A 1993	pproval of	the Local (Government A	ct
For application related to S100 and S107, GST is applicable only	if the original a	pplication is ta	xable	
Application for Review of Determination under S100 of the Local Government Act 1993	\$169.00	\$177.00	per review	MCR
Application to modify an Activity Approval				
Modification to Activity Approval		25.70 Or 50% (whichever is greater)	per application	SCR
Application to modify an Activity Approval under S106 of the Local Gove	rnment Act 1993	g. cator)		



Renew/Extend Approval - Section 68 Activity Approval of the Local Government Act 1993

Application to Extend or Renew an Activity Approval under S107 of the Local Government Act 1993	Fee \$278.10	per application	per application	SCR
WRITTEN RESULT				
Of Inspection or provision of written advice, e.g. essential services information	\$196.50	\$206.00	per written result	SCR

SUBDIVISION FEES

Development Application Fee for the Subdivision of Land

Subdivision of land includes a plan of subdivision within the meaning of S195 of the Conveyancing Act 1919 OR a strata plan of subdivision

New Road	\$834 per initial lot plus \$65 per subsequent lot	per initial lot	S
For development involving the subdivision of land (other than strata subdivision of land)	division), involving the opening of	f a public road	
No New Road	\$414 per initial lot plus \$53 per subsequent lot	per initial lot	S
For development involving the subdivision of land (other than strata subdivision of land)	livision), not involving the openir	ng of a public road	
Strata	\$414 per initial lot plus \$65 per subsequent lot	per initial lot	S
For development involving strata subdivision			

Subdivision Certificate Applications

I.e. to enable release of signed plan of subdivision - also referred to as release of "Linen Plan"

Document Signing fees	\$408.00	\$429.00	per application	SCR
Strata/stratum subdivision certificate fees	\$700 base fee	lot	per lot	SCR
Torrens/community title subdivision certificate fees	\$700 base fee	lot	per lot	MCR

TREE

Bond - Trees

New Public Trees	\$1,285.00	\$1,350.00	per new tree	SD
Tree Bond for each public tree				
Protection of Existing Trees on Public Land	\$639.00	\$671.00	per metre X sum of trees	SD
Tree Bonds for Protection of Existing Trees on Public Land per metre x sum of trees				

Landscape/Tree Assessments

Landscape/Tree Inspections – Alterations/Additions and single dwellings (Council is the PCA)	\$272.00	\$286.00	per site	MCR
Landscape/Tree Inspections – Dual occupancies (Council is the PCA)	\$393.00	\$413.00	per site	MCR



Name	Year 23/24 Fee (incl. GST)	Year 24/25 Fee (incl. GST)	Unit	Pricing
Landscape/Tree Assessments [continued]				
Landscape/Tree Inspections – All other Development (Council is the PCA)	\$766.00	\$805.00	per site	MCR
Applications for Tree Works				
Application Fee	\$84.00	\$88.00	per tree	MCR
Application Fee for Tree Pruning/Removal Works - one tree				
Application Fee – additional tree(s)	\$23.50	\$24.50	per tree	MCR
Application Fee for Tree Pruning/Removal Works – per additional trees				
Tree Application Review	50% of	original fee for subject tree/s	per tree	MCR
Review of Tree Pruning/Removal Decision				



	Year 23/24	Year 24/25	
Name	Fee	Fee	Unit Pricing
	(incl. GST)	(incl. GST)	

DEVELOPMENT PROGRAMS

FIRE SAFETY

Annual Fire Safety Statement admin and lodgement	\$0.00	\$500.00	per statement	FCR
Inspection for Advice /Resulting from Non-Compliance	\$321.00	\$330.00	per item	SCR

WORK HEALTH AND SAFETY FEE

Specialist PPE Inspection	\$80.50	\$83.00	per item	SCR

Personal Protection Equipment - Fee charges on development application/construction certificate for asbestos removal

SWIMMING POOL

A. Determination fee to grant exemption under section 13 of the Swimming Pool Regulation 2018	\$82.50	\$82.50	per application	S
B. Certificate of Compliance under Section 22B of the Swimming Pools Amendment Act 2012	\$150.00	\$150.00	per application	S
C. Follow up Inspection of B	\$100.00	\$100.00	per inspection	S
D. Registration of private swimming pools (Section 30B (2)(b) of the Swimming Pools Act)	\$10.00	\$10.00	per registration	S
E. Sale of Resuscitation Poster	\$32.50	\$33.50	per poster	SCR

Note: Fees B and C will both be charged when lodging an application for a Certificate of Compliance. Fee C will be refunded if a follow up inspection is not required.

DEVELOPMENT CONTROL

Compliance Cost Notice relating to Development Control Orders, Minor works (Class 1 and 10 Buildings, dual occupancies and small lot housing)	\$525.00	\$540.00	per order	SCR
Compliance Cost Notice relating to Development Control Orders, Major works (All work other than minor works)	\$789.00	\$810.00	per order	SCR



	Year 23/24	Year 24/25	
Name	Fee	Fee	Unit Pricing
	(incl. GST)	(incl. GST)	

STRATEGIC PLANNING

PLANNING POLICY

Cumberland Development Control Plan (Comprehensive volume)	\$151.50	\$160.00	per item	SCR
Section 7.11 (previously S.94) Contributions Plan (Copy)	\$28.50	\$30.00	per item	SCR
Cumberland Local Environmental Plan	\$37.00	\$39.00	per item	SCR
Cumberland Development Control Plan	\$151.50	\$160.00	per item	SCR
Analysis / Interpretation Requiring Research and Written Response	\$184.50	\$194.00	per hour or part thereof	SCR
Urban Design and Planning Advice	\$260.00	\$273.00	per hour or part thereof	SCR
Heritage Advisory Assistance	\$267.00	\$280.00	per hour or part thereof	SCR

PLANNING PROPOSALS REQUEST AND ASSOCIATED DCPs

Scoping Proposal Consultation and meeting - to be paid prior to any consideration by Council	\$5,000.00	\$5,250.00	per planning proposal	SCR
Planning Proposal Pre-Lodgement Subsequent meeting	\$2,500.00	\$2,625.00	per planning proposal	SCR
Basic planning proposal request	\$16,700.00	\$17,530.00	per plan	SCR
As determined by Council - generally uncomplicated involving a site less than 1,000m2; and adopting same or adjoining zone; and minor change to controls				

Standard planning proposal request \$32,100.00 \$33,700.00 per plan SCR

As determined by Council - generally low complexity involving: a site between 1,000m2 and 5,000m2; and change within the same zone type; and relatively minor change to controls

Major planning proposal request \$64,200.00 \$67,410.00 per plan SCR

As determined by Council - all other planning proposal requests that are not determined to be 'minor', 'standard' or 'major significant'

Major significant planning proposal request \$133,500.00 \$140,170.00 per plan SCR

As determined by Council - generally high complexity involving; a site over 1 ha; and either a change from one zone type to another - e.g. industrial to residential or very major change to controls

Lodgement of revised or amended applicant initiated planning proposal

Fee = maximum 60% of original planning proposal assessment fee, or charges will be determined by Director Environment & Planning or Executive Manager City Planning and Development or Executive Manager Environment and Planning Systems

Last year fee

per plan

MCR

Fee = maximum 60% of original planning proposal assessment fee, or charges will be determined by Director Environment & Planning or Executive Manager City Strategy or Executive Manager Environment and Planning Systems

Director Environment & Planning or Executive Manager City Planning and Development or Executive Manager Environment and Planning Systems have discretion to charge a reduced fee if amendments are determined as minor.



PLANNING PROPOSALS REQUEST AND ASSOCIATED DCPs [continued]

Post-gateway planning proposal advertising and processing	\$6,445.00	\$6,770.00	per proposal	SCR
Public Hearing – Reclassification of Land	\$10,620.00	\$11,150.00	per proposal	SCR
Preparation of Draft Development Control Plan (Including Advertising)	Full	cost recovery	per plan	FCR
Peer review and/or consultant studies commissioned by Council to assist with assessment of scoping proposals and Planning Proposals		ost recovery of ant fee + 10% handling fee	per review	FCR
Withdrawal of applicant initiated planning proposal	refunded; hov may (at the displayman (at the displayman) and proposed for the control of the con	Environment & g or Executive planning and part or Executive vironment and ems) refund a oportion of the uning proposal fee where the withdraws the rior to Council ther to prepare ping proposal. Last year fee enerally not be every, Council	per planning proposal	FCR
		Environment &		
	Planning or Executive Manager City Strategy or Executive Manager			
	Environment and Planning Systems) refund a certain proportion of the planning			
	proposal as where	ssessment fee the proponent		
		he application		
		ouncil deciding er to prepare a		
		ning proposal.		

PLANNING AGREEMENTS

Registration of Planning Agreements by Council	\$483.00	\$483.00	per item	S
Advertising of Voluntary Planning Agreement (including amendments)	\$1,515.00	\$1,590.00	per item	SCR
Negotiation, preparation (including peer review of land valuations and works costings) and execution of planning agreement, or deed of variation of planning agreement, or deed of novation / accession deed including independent assessment of reports and valuations provided as part of negotiation	Full cost recovery + 10% handling fee		per item	FCR
Enforcement of planning agreement	Full	cost recovery	per item	FCR
Release and discharge of planning agreement from title	Full	cost recovery	per item	FCR
Registration, variation, removal and/or withdrawals of caveats, easements, covenants or other instruments to Land Titles	Full	cost recovery	per item	FCR
Participation in design process as required including meetings and design review	Full	cost recovery	per item	FCR



	Year 23/24	Year 24/25		
Name	Fee	Fee	Unit	Pricing
	(incl. GST)	(incl. GST)		

PLANNING CERTIFICATES

Section 10.7 Planning Certificate	\$67.00	\$67.00	per certificate	S
Both Sections 10.7(2) and 10.7(5)	\$167.00	\$167.00	per certificate	S
Section 10.7 Certificate - Urgency fee (24 hour turnaround if available)	\$136.50	\$143.00	per certificate	MCR
Express Post Fee	\$13.60	\$14.40	per item	SCR
Hard Copy of Section 10.7 Certificate (physical collection or mail out)	\$19.60	\$20.50	per item	SCR



	Year 23/24	Year 24/25		
Name	Fee	Fee	Unit	Pricing
	(incl. GST)	(incl. GST)		

REGULATORY COMPLIANCE ENVIRONMENTAL HEALTH FEES

Food Premises - NSW Food Regulation Partnership

Administration Fees (Food Regulation 2015 cl.15)				
Food Business with up to 5 FTE Food Handlers (includes home based food businesses)	\$390.00	\$390.00	per food premises	S
Food Business with more than 5 but less than 50 FTE Food Handlers	\$758.00	\$800.00	per food premises	S
Food Business with more than 50 FTE Food Handlers	\$2,905.00	\$3,500.00	per food premises	S
School Canteen (run by P & C – not for profit)	\$0.00	\$0.00	per food premises	FCR
Educational Premises (run for profit) and Low Risk Category up to and including 5 FTE Food Handlers (maximum)	\$156.50	\$161.00	per food premises	FCR
Inspection Fees (Food Regulation 2015 cl.14)				
Food Business Inspection Fee (Medium & High Risk Category) (Includes home based food businesses)	\$240.00	\$247.00	per hour	FCR
Food Business Inspection Fee (Low Risk Category)	\$121.00	\$125.00	per hour	FCR
Each Re-inspection (All risk categories)	\$121.00	\$125.00	per hour	FCR
Prohibition Order Reinspection	\$284.50	\$292.00	per hour	FCR
Food (Other Charges)				
Food Business On-site Training	\$281.50	\$290.00	first hour	FCR
Food Business On-site Training	\$227.00	\$233.00	per hour thereafter	FCR
Thermometer – Digital Probe	\$49.00	\$51.00	per item	FCR
Food Improvement Notices (Administration Fee to issue an Improvement Notice under the Food Act 2003)	\$330.00	\$330.00	per notice	S
Advisory/Inspection Service by Environmental Health Officers (includes but not limited to Complying Development Certificate, Occupation Certificate, Food Premises Fit Out Inspection)	\$247.00	\$254.00	per hour	FCR
Mobile Food Vending				
(S68 of the Local Government Act 1993 Part F Approval Fee)				
Section 68 Approval Fee Category 1 Vehicle (incl. registration and 1	\$636.00	\$652.00	per inspection	FCR

Section 68 Approval Fee Category 1 Vehicle (incl. registration and 1 inspection), up to one year approval	\$636.00	\$652.00	per inspection	FCR
Section 68 Approval Fee Category 2 Vehicle (Incl. inspection), up to one year approval	\$1,275.00	\$1,310.00	per inspection	FCR
Section 68 (Amendment) Approval Fee	\$319.00	\$328.00	per item	FCR
Inspection Fee - At Events	\$138.00	\$142.00	per inspection	FCR
Reinspection Fee - At Events	\$124.50	\$128.00	per inspection	FCR
Pre- trading Inspection Fee (Home Jurisdiction Requirements)	\$138.00	\$142.00	per inspection	FCR

Food Stall Inspection (Temporary/including Events)

Temporary Event Administration Fee	\$59.50	\$61.00	per stall	SCR
------------------------------------	---------	---------	-----------	-----



	Year 23/24	Year 24/25		D: 1
Name	Fee (incl. GST)	Fee (incl. GST)	Unit	Pricing
Food Stall Inspection (Temporary/including Events) [con	tinued]			
High and Medium Risk Outlets (including 1 inspection/day of the event)	\$117.00	\$120.00	per outlet/day	SCR
High and Medium Risk Outlets are outlets used for the preparation, hand determined by Council	lling, storage and	sale of potentia	ally hazardous foods,	or as
Low Risk Outlets (including 1 inspection/day of the event)	\$69.00	\$71.00	per outlet/day	SCR
Low Risk Outlets are outlets which are not handling/preparing potentially determined by Council	hazardous foods	s, such as lemo	nade carts, slushies	or as
Additional Inspection / Re-Inspection Fee	\$59.50	\$61.00	per half hour	SCR
Registered Charity or non-profit community service organisation		No-Fee	per outlet/day	MCR
Public Health Premises				
Skin Penetration Premises				
Notification Fee (pursuant to schedule 5 of Public Health Regulation 2022)	\$105.00	\$105.00	per notification	S
Skin Penetration Program Inspection Fee	\$281.50	\$290.00	per inspection	FCR
Skin Penetration Reinspection Fee	\$151.50	\$156.00	per half hour	FCR
Temporary Skin Penetration Inspection Fee	\$113.00	\$116.00	per inspection	SCR
Temporary Skin Penetration Reinspection Fee	\$57.50	\$59.00	per half hour	SCR
Mortuaries				
Mortuaries Program Inspection Fee	\$281.50	\$290.00	per premise	FCR
Mortuaries Reinspection Fee	\$151.50	\$156.00	per half hour	FCR
Boarding Houses/Shared Accommodation/Accommodat	ion Houses I	nspection a	nd/or reinspecti	on fee
Boarding Houses/ Shared Accommodation/ Accommodation Houses Program Inspection Fee	\$290.50	\$300.00	per premise	FCR
Boarding Houses/ Shared Accommodation/ Accommodation Houses Reinspection Fee	\$155.50	\$160.00	per half hour	FCR
Brothels				
Brothel Program Inspection Fee	\$290.50	\$300.00	per premise	FCR
Brothel Reinspection Fee	\$156.00	\$160.00	per half hour	FCR
Hairdressing Salon, Barber Shops (not carrying out Skir	n Penetration	Procedures	3)	
Program Inspection Fee	\$140.50	\$145.00	per premise	FCR
Reinspection Fee	\$77.00	\$80.00	per half hour	FCR
Cooling Tower/Warm Water Systems				
Notification of installation of cooling water system / warm water system (pursuant to schedule 5 of Public Health Regulation 2022)	\$120.00	\$120.00	per notification	S
Inspection Fee (first system)	\$768.00	\$790.00	first unit or tower	FCR
Additional system situated on the same premises	\$173.00	\$178.00	per unit or tower	FCR
Reinspection or additional inspection fee	\$173.00	\$178.00	per half hour	FCR
Administration Fee - Receipt of RMP/Audit Certificate	\$135.00	\$140.00	per item	FCR
Administration Fee - Receipt of notification of Notifiable test Results	\$135.00	\$140.00	per item	FCR



Name	Year 23/24 Fee (incl. GST)	Year 24/25 Fee (incl. GST)	Unit	Pricing
Public Swimming Pools And Spa Pools				
Notification Fee (pursuant to schedule 5 of Public Health Regulation 2022)	\$105.00	\$105.00	per notification	S
Inspection Program Fee – Outdoor Pool/Indoor Pool/Spa	\$321.00	\$330.00	first pool	FCR
Inspection Program Fee – Outdoor Pool/Indoor Pool/Spa	\$69.00	\$71.00	each additional pool	FCR
Program Fee – Outdoor Pool/Indoor Pool/Spa-each reinspection	\$131.50	\$135.00	each reinspection	FCR
Bacteriological Testing	\$430.00	\$441.00	per item	FCR
Regulated Premises (Other Charges)				
Reinspection Fee for Prohibition Order (pursuant to schedule 5 of Public Health Regulation 2022)	\$255.00	\$255.00	per hour	S
Public Health Act Notices/Orders				
Improvement Notice/Prohibition Order – Regulated System -pursuant to schedule 5 of Public Health Regulation 2022	\$620.00	\$635.00	per notice	S
Improvement Notice/Prohibition Order – Other -pursuant to schedule 5 of Public Health Regulation 2022	\$290.00	\$295.00	per notice	S
Environmental Response/Protection of the Envi	ronment O	perations	Act	
Inspection of Industrial & Commercial Premises	\$297.50	\$305.00	per hour	FCR
Inspection Fee (Subsequent hours)	\$239.50	\$246.00	per hour	FCR
Clean-up Notice / Prevention Notice / Administration Fee	\$785.00	\$803.00	per notice	S
Compliance Cost Notice	staff time	costs including e, contractors, resources and tive expenses	per notice	FCR
Onsite Sewage Management System (Septic Tar (S68 Part B Approval Fee)	nks)			
Application to install/construct/alter an On-site Sewage Management System (including one inspection)	\$402.00	\$414.00	per application	SCR
Residential premises application to operate On-site Sewage Management System (per annum)	\$178.50	\$183.00	per application	SCR
Reinspection Fee	\$165.50	\$170.00	per half hour	SCR
Commercial premises application to operate On-site Sewage	\$356.00	\$366.00	per application	FCR

Environmental Health Fees

Management per annum

General Inspection/Service Fee (pursuant to s608 Local Government	\$290.50	\$300.00	per inspection	SCR
Act 1993)				

This fee may be used by the Environmental Health Unit, pursuant to Local Government Act 1993 and may include the recovery of compliance costs under the Local Government Act 1993.

REGULATORY SERVICES

Companion Animals Registration

Fees are set under the Companion Animals Regulation 2018. Office of Local Government may release updated fees prior to 1 July 2024.



Name	Year 23/24 Fee (incl. GST)	Year 24/25 Fee (incl. GST)	Unit	Pricin
Companion Animals Registration [continued]				
Registration Fee Dog - Desexed (under 6 months of age)	\$75.00	\$75.00	per animal	S
Registration Fee Dog - Desexed (under 6 months of age eligible pensioner)	\$32.00	\$32.00	per animal	S
Registration Fee Dog - Desexed (sold by pound/shelter)	\$0.00	\$0.00	per animal	S
Registration Fee Dog - Desexed (recognised breeder)	\$69.00	\$69.00	per animal	S
Annual Permit Dog declared dangerous	\$221.00	\$221.00	per animal	S
Annual Permit Dog restricted breed	\$221.00	\$221.00	per animal	5
Registration Fee Dog - Not Desexed or Desexed (over 6 months of age)	\$252.00	\$252.00	per animal	5
Registration Fee Cat - Desexed (sold by pound/shelter)	\$0.00	\$0.00	per animal	5
Registration Fee Cat - Eligible Pensioner	\$32.00	\$32.00	per animal	5
Registration Fee Cat - Not Desexed (recognised breeder)	\$65.00	\$65.00	per animal	5
Registration Fee Cat - Desexed or Not Desexed	\$65.00	\$65.00	per animal	5
Annual Permit Cat - Not Desexed	\$92.00	\$92.00	per animal	5
Animal Permit Late Fee	\$21.00	\$21.00	per animal	9
Registration Late Fee	\$21.00	\$21.00	per animal	5
Assistance Animal Registration	\$0.00	\$0.00	per animal	9
Microchipping	\$71.50	\$75.00	per animal	MCF
Dog Surrender Fee (Pensioner) Cat Surrender Fee (Pensioner)	\$124.50 \$51.50	\$131.00 \$54.00	per animal per animal	MCF MCF
Cat Surrender Fee (Pensioner)	\$51.50	\$54.00	per animal	MCF
Cat Surrender Fee (Normal)	\$92.00	\$97.00	per animal	MCF
The prescribed maximum fee for council inspections of restricted and dangerous dog enclosures	\$150.00	\$150.00	per animal	
			,	•
Horses and Cattle			· ·	
Horses and Cattle Cumberland Animal Holding Facility Impounding Fee	\$73.00	\$77.00	per animal	SCF
Horses and Cattle Cumberland Animal Holding Facility Impounding Fee Cumberland Animal Holding Facility Subtenancy Charges	\$62.00	\$65.00	per animal per animal	SCF SCF
Cumberland Animal Holding Facility Impounding Fee Cumberland Animal Holding Facility Subtenancy Charges Deterrent Fee (per head)	\$62.00 \$82.50	\$65.00 \$87.00	per animal per animal per animal	SCF SCF FCF
Cumberland Animal Holding Facility Impounding Fee Cumberland Animal Holding Facility Subtenancy Charges Deterrent Fee (per head) Each Additional Animal	\$62.00 \$82.50 \$29.00	\$65.00 \$87.00 \$30.00	per animal per animal per animal per animal	SCF SCF FCF
Cumberland Animal Holding Facility Impounding Fee Cumberland Animal Holding Facility Subtenancy Charges Deterrent Fee (per head) Each Additional Animal Driver's Allowance (per head/km)	\$62.00 \$82.50	\$65.00 \$87.00	per animal per animal per animal	SCF SCF FCF
Cumberland Animal Holding Facility Impounding Fee Cumberland Animal Holding Facility Subtenancy Charges Deterrent Fee (per head) Each Additional Animal Driver's Allowance (per head/km)	\$62.00 \$82.50 \$29.00	\$65.00 \$87.00 \$30.00	per animal per animal per animal per animal	SCF SCF FCF
Cumberland Animal Holding Facility Impounding Fee Cumberland Animal Holding Facility Subtenancy Charges Deterrent Fee (per head) Each Additional Animal Driver's Allowance (per head/km) Sheep/Goat	\$62.00 \$82.50 \$29.00	\$65.00 \$87.00 \$30.00	per animal per animal per animal per animal	SCF SCF FCF FCF
Cumberland Animal Holding Facility Impounding Fee Cumberland Animal Holding Facility Subtenancy Charges Deterrent Fee (per head) Each Additional Animal Driver's Allowance (per head/km) Sheep/Goat Cumberland Animal Holding Facility Impounding Fee	\$62.00 \$82.50 \$29.00 \$16.20	\$65.00 \$87.00 \$30.00 \$17.00	per animal per animal per animal per animal per animal	SCF SCF FCF FCF SCF
Cumberland Animal Holding Facility Impounding Fee Cumberland Animal Holding Facility Subtenancy Charges Deterrent Fee (per head) Each Additional Animal Driver's Allowance (per head/km) Sheep/Goat Cumberland Animal Holding Facility Impounding Fee Cumberland Animal Holding Facility Subtenancy Charges	\$62.00 \$82.50 \$29.00 \$16.20	\$65.00 \$87.00 \$30.00 \$17.00	per animal per animal per animal per animal per animal per animal	SCI SCI FCI FCI SCI
Cumberland Animal Holding Facility Impounding Fee Cumberland Animal Holding Facility Subtenancy Charges Deterrent Fee (per head) Each Additional Animal Driver's Allowance (per head/km) Sheep/Goat Cumberland Animal Holding Facility Impounding Fee Cumberland Animal Holding Facility Subtenancy Charges Deterrent Fee (1-30 head)	\$62.00 \$82.50 \$29.00 \$16.20 \$73.00 \$40.00	\$65.00 \$87.00 \$30.00 \$17.00 \$77.00 \$42.00	per animal	SCF SCF FCF FCF SCF SCF FCF
mpounding Fee (Animals) Horses and Cattle Cumberland Animal Holding Facility Impounding Fee Cumberland Animal Holding Facility Subtenancy Charges Deterrent Fee (per head) Each Additional Animal Driver's Allowance (per head/km) Sheep/Goat Cumberland Animal Holding Facility Impounding Fee Cumberland Animal Holding Facility Subtenancy Charges Deterrent Fee (1-30 head) Driver's Allowance (per head/km)	\$62.00 \$82.50 \$29.00 \$16.20 \$73.00 \$40.00 \$28.00	\$65.00 \$87.00 \$30.00 \$17.00 \$77.00 \$42.00 \$29.00	per animal	SCF SCF FCF FCF SCF SCF FCF
Cumberland Animal Holding Facility Impounding Fee Cumberland Animal Holding Facility Subtenancy Charges Deterrent Fee (per head) Each Additional Animal Driver's Allowance (per head/km) Sheep/Goat Cumberland Animal Holding Facility Impounding Fee Cumberland Animal Holding Facility Subtenancy Charges Deterrent Fee (1-30 head) Driver's Allowance (per head/km)	\$62.00 \$82.50 \$29.00 \$16.20 \$73.00 \$40.00 \$28.00	\$65.00 \$87.00 \$30.00 \$17.00 \$77.00 \$42.00 \$29.00	per animal	SCF SCF FCF FCF SCF FCF



Name	Year 23/24 Fee (incl. GST)	Year 24/25 Fee (incl. GST)	Unit	Pricing
Dogs/Cats [continued]				
Impounding Fees	Determined b	y Hawkesbury City Council	Determined by Hawkesbury City Council	FCR
Sale of Dogs	Determined b	y Hawkesbury City Council	Determined by Hawkesbury City Council	FCR
Non-Companion Animals				
Cumberland Animal Holding Facility Daily Fee	\$23.50	\$25.00	per animal	SCR
Cumberland Animal Holding Facility Impounding Fee	\$45.50	\$48.00	per animal	SCR
Animal Establishment Inspection				
Initial Inspection	\$190.00	\$200.00	per item	FCR
Subsequent Inspections (15 minute block minimum)	\$94.50	\$99.00	per item	FCR
Impounding Fee to Release Items Impounded Fi	om Public	Places		
Skip Bin	\$1,065.00	\$1,120.00	per bin	SCR
Trolley	\$56.50	\$59.00	per trolley	FCR
Sign	\$56.50	\$59.00	per small A frame sign	FCR
Abandoned Vehicle	\$654.00	\$687.00	per abandoned vehicle	FCR
Trailer Sign	\$402.00	\$423.00	per trailer sign	FCR
Recreational Equipment	\$41.00	\$43.00	per item	FCR
Clothing Bin	\$519.00	\$545.00	per bin	FCR
Additional Offence/Impounded Item	\$321.00	\$338.00	per additional offence/item impounded	FCR

CERTIFICATES AND MISCELLANEOUS FEES

Outstanding Notices & Orders Certificate

Certificate application relating to outstanding Notices & Orders relevant to development and building activities under the Environment Planning and Assessment Act 1979.

Certificate application relating to any outstanding Notice, Order, Direction or Demand but only to those matters issued under the Local Government Act. It excludes outstanding Notices or Orders relevant to building and development activities that would be notified by Council under the Environment Planning and Assessment Act relevant to development and building activities.

Joint fee is charged for both applications	\$188.00	\$197.00	per certificate	FCR
Subsequent copy of certificate	\$84.00	\$88.00	per copy	FCR
Cat Trap Hire				
Cat Trap Bond (Refundable)	\$58.00	\$60.00	per item	SD
Pensioner Cat Trap Bond (Refundable)	\$29.00	\$30.00	per item	SD
Cat Trap Replacement Fee	\$191.00	\$201.00	per item	MCR



	Year 23/24	Year 24/25	
Name	Fee	Fee	Unit Pricing
	(incl. GST)	(incl. GST)	

Car Parking Agreements

Private property carparks

Request for Car Parking Agreement \$614.00 \$645.00 per request SCR



	Year 23/24	Year 24/25	
Name	Fee	Fee	Unit Pricing
	(incl. GST)	(incl. GST)	

PROPERTIES

PROPERTIES, ROADS AND FOOTWAYS

Outdoor Dining

Application Fee	\$235.00	\$241.00	per application	SCR
Outdoor Dining / Use of Council's Footpaths by Operators. Fee is applicable to any commercial licence application. Not for Profit ap	plications are ex	empted from this	s fee.	

Rental Fee for use of Footway

Major Town Centre - Auburn & Merrylands	\$79.00	\$81.00	per square meter per annum	MP
Other Outdoor Dining Areas	\$50.00	\$51.50	per square metre per annum	MP
Council Owned and Maintained Structure	\$347.00	\$356.00	per square metre per annum	MP

Note: The Council Owned Structure Fee is only applicable where Council Owns and maintains a covered structure within which the dining is made available

Outdoor Dining Bond	3 months rental fee.	per application	SD
	Last year fee \$300 or the equivalent of 3 months rental, whichever is		
	greater.		

Display of Goods

Application Fee	\$235.00	\$241.00	per application	SCR
Rental Fee for use of footpath	\$68.00	\$70.00	per square metre per annum	MP
Use of Council property for commercial purposes.				
Display of Goods Bond	3 mor	nths rental fee.	per application	SD

PROPERTY TRANSACTIONS - LEASES/LICENCES OR OTHER REQUESTS

Request for Council acquisition or disposal of land – initial investigation and report as required	\$968.00	\$1,020.00	per application	SCR
Assess request of proposed Council sites for lease/licence for telecommunication and utilities	\$0.00	\$650.00	per application	SCR
Administration fee for establishment, variation, termination or assignment of a lease/licence over Council land	\$0.00	\$1,000.00	per application	FCR
Costs for but not limited to valuation, legal, survey, statutory charges, compensation payable to Council		At cost	per application	FCR
Council at its discussion many adversary reference for most far most to a mo				

Council, at its discretion, may reduce or waive fees for not-for-profit organisations.

Easements, Covenants and Caveats

Administration fee for the creation, release, variation of an easement (exception of drainage easement) over Council land	\$1,530.00	\$2,000.00	per application	FCR
Administration fee for the creation, release, variation of drainage easements over Council land		t dwelling, plus each additional dwelling	per application	FCR



Name	Year 23/24 Fee (incl. GST)	Year 24/25 Fee (incl. GST)	Unit	Pricing
Easements, Covenants and Caveats [continued]				
Legal fee for creation, release, variation of drainage easements over Council land	Minimum Fee \$2,500.00 plus disbursements		per application	FCR
Administration fee for the release or vary of an easement, restriction, public/positive covenant OR allowing entries onto titles over which Council has a caveat - minor matter (e.g Re-Financing)	\$0.00	\$990.00	per application	SCR
Costs for but not limited to valuation, legal, PEXA, survey, statutory charges, compensation payable to Council	At cost (minimum \$5,000 compensation payable)		per application	FCR
Road Closure				
Request for Road closure – initial investigation and report as required	\$0.00	\$1,020.00	per application	SCR
Application for road/laneway closure and sale following Council resolution	\$2,545.00	\$2,675.00	per application	SCR
Costs for but not limited to valuation, legal, survey, statutory charges, compensation payable to Council		At cost	per application	FCR



Name Year 23/24 Year 24/25

Name Fee Fee Unit Pricing (incl. GST)

COMMUNITY HALL/ROOM HIRE

The following fees and charges relate to the casual and regular use of Council's community facilities (halls, meeting rooms and community centres).

Council provides discounted (subsidised) rates for the hire and use of community facilities in accordance with the following categories:

Discount Category Definitions

Category "A" – Applies to not for profit community groups and organisations (other than religious/worship groups or political parties) that conduct meetings or provide services, activities or events at no cost for the benefit of the local community.

Community groups or organisations must be local to the Cumberland Local Government Area (LGA) and deliver activities where a majority of the participants are residents of the Cumberland LGA.

Category "B" - Applies to:

- Religious/worship groups where a majority of the members are Cumberland LGA residents.
- · Local branches of political parties.
- Groups or organisations that charge minimal fees for providing their activity or service and can demonstrate that they are providing a local community benefit. This includes social, cultural, sporting and recreational activities (e.g. yoga, dancing classes) where a majority of the participants are Cumberland LGA residents.

Rates for Category "A" and Category "B" have been calculated based on the following discounts applied to the standard rate:

Category "A"

Monday - Friday: 95% discount

Weekend (Saturday and Sunday): 80% discount

Category "B"

Monday - Friday: 70% discount

Weekends (Saturday and Sunday): 50% discount

NOTE: Category "A" and "B" discount rates do not apply to the Holroyd Centre, Holroyd Gardens Rotunda, Granville Multipurpose Centre, and Eric Tweedale Stadium function room.

Council's parks, halls, and other facilities will be provided without charge for use by local organisations to commemorate events of National Remembrance, including ANZAC Day and Remembrance Day. This includes Section 68 Activity Application fees.

Allan G Ezzy Community Centre (Pemulwuy)

Main Hall - Allan Ezzy

Capacity: 112

Standard rate: Monday – Friday	\$61.00	\$63.00	per hour	MCR
Standard rate: Weekend (Saturday and Sunday)	\$62.00	\$65.00	per hour	MCR
Category "A": Monday – Friday	\$3.05	\$3.15	per hour	MCR
Category "A": Weekend (Saturday and Sunday)	\$12.40	\$13.00	per hour	MCR
Category "B": Monday – Friday	\$18.30	\$18.90	per hour	MCR
Category "B": Weekend (Saturday and Sunday)	\$31.00	\$32.50	per hour	MCR



Name	Year 23/24 Fee (incl. GST)	Year 24/25 Fee (incl. GST)	Unit	Pricing
Youth Centre, Meeting Room 1 and Warwick & Lyı	n Tester Room			
Standard rate: Monday – Friday	\$31.00	\$32.00	per hour	MCR
Standard rate: Weekend (Saturday and Sunday)	\$31.50	\$33.00	per hour	MCR
Category "A": Monday – Friday	\$1.55	\$1.60	per hour	MCR
Category "A": Weekend (Saturday and Sunday)	\$6.30	\$6.60	per hour	MCR
Category "B": Monday – Friday	\$9.30	\$9.60	per hour	MCR
Category "B": Weekend (Saturday and Sunday)	\$15.75	\$16.50	per hour	MCR
Auburn Central Forecourt				
Commercial Events or Activities - Full Day rate	\$129.50	\$133.00	full day rate	MCR
Commercial Events or Activities - Half Day rate	\$65.00	\$67.00	half day rate	MCR
Community Events or Activities - Full Day rate	\$26.50	\$27.50	full day rate	MCR
Community Events or Activities - Half day rate	\$13.20	\$13.60	half day rate	MCR
Main Hall Capacity: 100 (Half Hall A & B combined)	ф121 F0	¢125.00	por hour	MCD
Standard rate: Monday – Friday	\$131.50	\$135.00	per hour	MCR
Standard rate: Weekend (Saturday and Sunday)	\$157.00	\$161.00	per hour	MCR
Category "A": Monday – Friday Category "A": Weekend (Saturday and Sunday)	\$6.60 \$31.40	\$6.75 \$32.20	per hour	MCR MCR
Category "B": Monday – Friday	\$39.45	\$40.50	per hour	MCR
Category "B": Weekend (Saturday and Sunday)	\$78.50	\$80.50	per hour	MCF
Main Hall - Half Hall A Capacity: 60 (Bookable separately from main hall during st	raffed hours)			
Standard rate: Monday – Friday	\$104.00	\$107.00	per hour	MCR
Standard rate: Weekend (Saturday and Sunday)	\$104.00	\$107.00	per hour	MCR
Category "A": Monday – Friday	\$5.20	\$5.35	per hour	MCR
Category "A": Weekend (Saturday and Sunday)	\$24.80	\$25.60	per hour	MCR
Category "B": Monday – Friday	\$31.20	\$32.10	per hour	MCR
Category "B": Weekend (Saturday and Sunday)	\$62.00	\$64.00	per hour	MCR
Main Hall - Half Hall B Capacity: 40 (Bookable separately from main hall during st	taffed hours)			
Standard rate: Monday – Friday	\$70.00	\$72.00	per hour	MCR
Standard rate: Weekend (Saturday and Sunday)	\$85.00	\$88.00	per hour	MCR
Category "A": Monday – Friday	\$3.50	\$3.60	per hour	MCR
Category "A": Weekend (Saturday and Sunday)	\$17.00	\$17.60	per hour	MCR
Category "B": Monday – Friday	\$21.00	\$21.60	per hour	MCR
Category "B": Weekend (Saturday and Sunday)	\$42.50	\$44.00	per hour	MCF

Commercial Kitchen

Capacity: 15



Name	Year 23/24 Fee (incl. GST)	Year 24/25 Fee (incl. GST)	Unit	Pricing
Commercial Kitchen [continued]				
Standard rate: Monday – Friday	\$34.00	\$35.00	per hour	MCR
Standard rate: Weekend (Saturday and Sunday)	\$40.00	\$41.00	per hour	MCR
Category "A": Monday – Friday	\$1.70	\$1.75	per hour	MCR
Category "A": Weekend (Saturday and Sunday)	\$8.00	\$8.20	per hour	MCR
Category "B": Monday – Friday	\$10.20	\$10.50	per hour	MCR
Category "B": Weekend (Saturday and Sunday)	\$20.00	\$20.50	per hour	MCR
Multipurpose Room				
Capacity: 60				
Standard rate: Monday – Friday	\$104.00	\$107.00	per hour	MCR
Standard rate: Weekend (Saturday and Sunday)	\$124.00	\$128.00	per hour	MCR
Category "A": Monday – Friday	\$5.20	\$5.35	per hour	MCR
Category "A": Weekend (Saturday and Sunday)	\$24.80	\$25.60	per hour	MCR
Category "B": Monday – Friday	\$31.20	\$32.10	per hour	MCR
Category "B": Weekend (Saturday and Sunday)	\$62.00	\$64.00	per hour	MCR
Large Meeting Room				
Capacity: 25				
Standard rate: Monday – Friday	\$46.50	\$48.00	per hour	MCR
Standard rate: Weekend (Saturday and Sunday)	\$56.00	\$57.50	per hour	MCR
Category "A": Monday – Friday	\$2.30	\$2.40	per hour	MCR
Category "A": Weekend (Saturday and Sunday)	\$11.20	\$11.50	per hour	MCR
Category "B": Monday – Friday	\$13.95	\$14.40	per hour	MCR
Category "B": Weekend (Saturday and Sunday)	\$28.00	\$28.75	per hour	MCR
Computer Training Room				
Capacity: 16				
Standard rate: Monday – Friday	\$104.00	\$107.00	per hour	MCR
Standard rate: Weekend (Saturday and Sunday)	\$124.00	\$128.00	per hour	MCR
Category "A": Monday – Friday	\$5.20	\$5.35	per hour	MCR
Category "A": Weekend (Saturday and Sunday)	\$24.80	\$25.60	per hour	MCR
Category "B": Monday – Friday	\$31.20	\$32.10	per hour	MCR
Category "B": Weekend (Saturday and Sunday)	\$62.00	\$64.00	per hour	MCR
Medium Meeting Room				
Capacity: 10				
Standard rate: Monday – Friday	\$34.00	\$35.00	per hour	MCR
Standard rate: Weekend (Saturday and Sunday)	\$40.50	\$42.00	per hour	MCR
Category "A": Monday – Friday	\$1.70	\$1.75	per hour	MCR
Category "A": Weekend (Saturday and Sunday)	\$8.10	\$8.40	per hour	MCR
Category "B": Monday – Friday	\$10.20	\$10.50	per hour	MCR
Category "B": Weekend (Saturday and Sunday)	\$20.25	\$21.00	per hour	MCR



Name	Year 23/24 Fee	Year 24/25 Fee	Hnit	Pricin
Name	Fee (incl. GST)	ree (incl. GST)	Unit	Pricin
Small Meeting Room				
Standard rate: Monday – Friday	\$0.00	\$26.00	per hour	MCR
Standard rate: Weekend (Saturday and Sunday)	\$0.00	\$28.00	per hour	MCR
Category "A": Monday – Friday	\$0.00	\$1.30	per hour	MCR
Category "A": Weekend (Saturday and Sunday)	\$0.00	\$5.60	per hour	MCF
Category "B": Monday – Friday	\$0.00	\$7.80	per hour	MCF
Category "B": Weekend (Saturday and Sunday)	\$0.00	\$14.00	per hour	MCF
Auburn Town Hall				
Capacity: 200				
Standard rate: Monday – Friday	\$176.00	\$181.00	per hour	MCF
Standard rate: Weekend (Saturday and Sunday)	\$211.50	\$218.00	per hour	MCF
Category "A": Monday – Friday	\$8.80	\$9.05	per hour	MCF
Category "A": Weekend (Saturday and Sunday)	\$42.30	\$43.60	per hour	MCF
Category "B": Monday – Friday	\$52.80	\$54.30	per hour	MCF
Category "B": Weekend (Saturday and Sunday)	\$105.75	\$109.00	per hour	MCF
Sommerville Room				
Capacity: 40				
Standard rate: Monday – Friday	\$104.00	\$107.00	per hour	MCF
Standard rate: Weekend (Saturday and Sunday)	\$124.00	\$128.00	per hour	MCF
Category "A": Monday – Friday	\$5.20	\$5.35	per hour	MCF
Category "A": Weekend (Saturday and Sunday)	\$24.80	\$25.60	per hour	MCF
Category "B": Monday – Friday	\$31.20	\$32.10	per hour	MCF
Category "B": Weekend (Saturday and Sunday)	\$62.00	\$64.00	per hour	MCF
Bathurst Street Park Hall				
Capacity: 40				
Standard rate: Monday – Friday	\$33.50	\$35.00	per hour	MCF
Standard rate: Weekend (Saturday and Sunday)	\$40.50	\$42.00	per hour	MCF
Category "A": Monday – Friday	\$1.70	\$1.75	per hour	MCF
Category "A": Weekend (Saturday and Sunday)	\$8.10	\$8.40	per hour	MCF
Category "B": Monday – Friday	\$10.05	\$10.50	per hour	MCF
Category "B": Weekend (Saturday and Sunday)	\$20.25	\$21.00	per hour	MCF
Berala Community Centre				
Terry Keegan Main Hall				
Capacity: 144 (Half Hall A & B combined)				
Standard rate: Monday – Friday	\$131.50	\$135.00	per hour	MCF
Standard rate: Weekend (Saturday and Sunday)	\$157.00	\$161.00	per hour	MCF
Category "A": Monday – Friday	\$6.60	\$6.75	per hour	MCF
Category "A": Weekend (Saturday and Sunday)	\$31.50	\$32.20	per hour	MCF
Category "B": Monday – Friday	\$39.50	\$40.50	per hour	MCR
Category "B": Weekend (Saturday and Sunday)	\$78.50	\$80.50	per hour	MCF



Name	Year 23/24 Fee (incl. GST)	Year 24/25 Fee (incl. GST)	Unit	Pricing
Terry Keegan Main Hall - Half Hall A				
Capacity: 72 (bookable separately from main hall during s	staffed hours)			
	statieu flours)			
Standard rate: Monday – Friday	\$104.00	\$107.00	per hour	MCR
Standard rate: Weekend (Saturday and Sunday)	\$124.00	\$128.00	per hour	MCR
Category "A": Monday – Friday	\$5.20	\$5.35	per hour	MCR
Category "A": Weekend (Saturday and Sunday)	\$24.80	\$25.60	per hour	MCR
Category "B": Monday – Friday	\$31.20	\$32.10	per hour	MCR
Category "B": Weekend (Saturday and Sunday)	\$62.00	\$64.00	per hour	MCR
Terry Keegan Main Hall - Half Hall B				
Capacity: 72 (bookable separately from main hall during s	staffed hours)			
Standard rate: Monday – Friday	\$70.00	\$72.00	per hour	MCR
Standard rate: Weekend (Saturday and Sunday)	\$85.00	\$88.00	per hour	MCR
Category "A": Monday – Friday	\$3.50	\$3.60	per hour	MCR
Category "A": Weekend (Saturday and Sunday)	\$17.00	\$17.60	per hour	MCR
Category "B": Monday – Friday	\$21.00	\$21.60	per hour	MCR
Category "B": Weekend (Saturday and Sunday)	\$42.50	\$44.00	per hour	MCR
Bareela Room				
Capacity: 25				
Standard rate: Monday – Friday	\$104.00	\$107.00	per hour	MCR
Standard rate: Weekend (Saturday and Sunday)	\$124.00	\$128.00	per hour	MCR
Category "A": Monday – Friday	\$5.20	\$5.35	per hour	MCR
Category "A": Weekend (Saturday and Sunday)	\$24.80	\$25.60	per hour	MCR
Category "B": Monday – Friday	\$31.20	\$32.10	per hour	MCR
Category "B": Weekend (Saturday and Sunday)	\$62.00	\$64.00	per hour	MCR
Woodburn Room (Half Multipurpose)				
Capacity: 10 (Bookable separately from Multipurpose roo	m during staffed hours)			
Standard rate: Monday – Friday	\$24.50	\$25.50	per hour	MCR
Standard rate: Weekend (Saturday and Sunday)	\$25.50	\$26.50	per hour	MCR
Category "A": Monday – Friday	\$1.20	\$1.30	per hour	MCR
Category "A": Weekend (Saturday and Sunday)	\$5.10	\$5.30	per hour	MCR
Category "B": Monday – Friday	\$7.35	\$7.65	per hour	MCR
Category "B": Weekend (Saturday and Sunday)	\$12.75	\$13.25	per hour	MCR
Tilba Room (Half Multipurpose)				
Capacity: 10 (Bookable separately from Multipurpose roo	m during staffed hours)			
Standard rate: Monday – Friday	\$24.50	\$25.50	per hour	MCR
Standard rate: Weekend (Saturday and Sunday)	\$25.50	\$26.50	per hour	MCR
Category "A": Monday – Friday	\$1.20	\$1.30	per hour	MCR
Category "A": Weekend (Saturday and Sunday)	\$5.10	\$5.30	per hour	MCR
Category "B": Monday – Friday	\$7.35	\$7.65	per hour	MCR
Category "B": Weekend (Saturday and Sunday)	\$12.75	\$13.25	per hour	MCR



None	Year 23/24	Year 24/25		
Name	Fee	Fee	Unit	Pricing
	(incl. GST)	(incl. GST)		

Multipurpose Room

Capacity: 20 (Woodburn and Tilba Room combined)

Standard rate: Monday – Friday	\$46.50	\$48.00	per hour	MCR
Standard rate: Weekend (Saturday and Sunday)	\$55.50	\$57.50	per hour	MCR
Category "A": Monday – Friday	\$2.30	\$2.40	per hour	MCR
Category "A": Weekend (Saturday and Sunday)	\$11.10	\$11.50	per hour	MCR
Category "B": Monday – Friday	\$13.95	\$14.40	per hour	MCR
Category "B": Weekend (Saturday and Sunday)	\$27.75	\$28.75	per hour	MCR

Domain Meeting Rooms

Mackey and Oakes Meeting Rooms

Capacity: 20 per room

Standard rate: Monday – Friday	\$31.00	\$32.00	per hour	MCR
Standard rate: Weekend (Saturday and Sunday)	\$31.50	\$33.00	per hour	MCR
Category "A": Monday – Friday	\$1.55	\$1.60	per hour	MCR
Category "A": Weekend (Saturday and Sunday)	\$6.30	\$6.60	per hour	MCR
Category "B": Monday – Friday	\$9.30	\$9.60	per hour	MCR
Category "B": Weekend (Saturday and Sunday)	\$15.75	\$16.50	per hour	MCR

Granville Centre

Note:

- CATEGORY "A" AND "B" RATES DO NOT APPLY AT THIS FACILITY.
- When services or facilities are requested that are not covered in this document, the General Manager or delegate shall set an appropriate price.

Large Hall (Hall and 2 Multipurpose Rooms combined)

Capacity: 320

Note: Weekend rates apply from Friday 5pm - Sunday Midnight

Standard rate: Monday 7am- Friday 5.00pm	\$160.00	\$164.00	per hour	MCR
Standard rate: Friday 5.00pm - Sunday Midnight	\$195.00	\$200.00	per hour	MCR
Standard rate: Public Holidays	\$230.00	\$236.00	per hour	MCR
Standard rate: Monday - Thursday (Full day rate 7am-Midnight)	\$1,600.00	\$1,645.00	full day rate 7am- midnight	MCR
Standard rate: Friday- Sunday (Full day rate 7am-Midnight)	\$1,950.00	\$2,000.00	full day rate 7am- midnight	MCR
Standard rate: Public Holiday Rate (Full day rate 7am-Midnight)	\$2,300.00	\$2,360.00	full day rate 7am- midnight	MCR

Medium Hall (Hall only)

Capacity: 200

NOT AVAILABLE FROM FRIDAY 5PM TILL SUNDAY MIDNIGHT

Standard rate: Monday 7am- Friday 5.00pm	\$135.00	\$138.50	per hour	MCR
Standard rate: Monday- Thursday (Full day rate 7am-Midnight)	\$1,350.00	\$1,385.00	full day rate 7am- midnight	MCR



Name	Year 23/24 Fee (incl. GST)	Year 24/25 Fee (incl. GST)	Unit	Pricinç
Multipurpose Room 1 or 2				
Capacity: 25-30 NOT AVAILABLE FROM FRIDAY 5PM TILL SUNDAY MIDNIGHT	-			
Standard rate: Monday 7am- Friday 5.00pm	\$40.50	\$42.00	per hour	MCR
Standard rate: Public Holidays	\$56.50	\$58.00	per hour	MCR
Standard rate: Monday - Thursday (Full day rate 7am-Midnight)	\$405.00	\$416.00	full day rate 7am- midnight	MCR
Standard rate: Public Holiday Rate (Full day rate 7am-Midnight)	\$565.00	\$580.00	full day rate 7am- midnight	MCR
Multipurpose Rooms 1 and 2 combined				
Capacity: 50 NOT AVAILABLE FROM FRIDAY 5PM TILL SUNDAY MIDNIGHT	-			
Standard rate: Monday 7am- Friday 5.00pm	\$80.00	\$82.00	per hour	MCR
Standard rate: Public Holidays	\$110.00	\$113.00	per hour	MCR
Standard rate: Monday - Thursday (Full day rate 7am-Midnight)	\$800.00	\$820.00	full day rate 7am- midnight	MCR
Standard rate: Public Holiday Rate (Full day rate 7am-Midnight)	\$1,100.00	\$1,130.00	full day rate 7am- midnight	MCR
Capacity: 30 Guests Standard rate: Monday 7am- Friday 5.00pm	\$40.50	\$42.00	per hour	MCR
Standard rate: Monday 7am- Friday 5.00pm	\$40.50	\$42.00	per hour	MCR
Standard rate: Friday 5.00pm - Sunday Midnight	\$46.00	\$47.50	per hour	MCR
Standard rate: Public Holidays	\$56.50	\$58.00	per hour	MCR
Standard rate: Monday - Thursday (Full day rate 7am-Midnight)	\$405.00	\$416.00	full day rate 7am- midnight	MCR
Standard rate: Friday- Sunday (Full day rate 7am-Midnight)	\$460.00	\$472.00	full day rate 7am- midnight	MCR
Standard rate: Public Holiday Rate (Full day rate 7am-Midnight)	\$565.00	\$580.00	full day rate 7am- midnight	MCR
Creative Suite – Video/Music and Recording Studio/Co-	-Lab. Space			
Note: Music Studio includes Recording Room				
Standard rate: Monday 7am- Friday 5.00pm	\$26.50	\$27.50	per hour	MCR
Standard rate: Friday 5.00pm - Sunday Midnight	\$32.50	\$33.50	per hour	MCR
Standard rate: Public Holidays	\$39.50	\$40.50	per hour	MCR
Standard rate: Monday - Thursday (Full day rate 7am-Midnight)	\$265.00	\$272.00	full day rate 7am- midnight	MCR
Standard rate: Friday- Sunday (Full day rate 7am-Midnight)	\$325.00	\$334.00	full day rate 7am- midnight	MCR
Standard rate: Public Holiday Rate (Full day rate 7am-Midnight)	\$395.00	\$405.00	full day rate 7am- midnight	MCR
1 x Workshop Room				
For Arts Workshops/Programs casual use				
Capacity: 15 Guests				



Name	Year 23/24 Fee (incl. GST)	Year 24/25 Fee (incl. GST)	Unit	Pricing
1 x Workshop Room [continued]				
Standard rate: Friday 5.00pm - Sunday Midnight	\$30.00	\$31.00	per hour	MCR
Standard rate: Public Holidays	\$39.00	\$40.00	per hour	MCR
Standard rate: Monday - Thursday (Full day rate 7am-Midnight)	\$260.00	\$266.50	full day rate 7am- midnight	MCR
Standard rate: Friday- Sunday (Full day rate 7am-Midnight)	\$300.00	\$308.00	full day rate 7am- midnight	MCR
Standard rate: Public Holiday Rate (Full day rate 7am-Midnight)	\$390.00	\$400.00	full day rate 7am- midnight	MCR
2 x Workshops Combined				
Capacity: 30 Guests				
Standard rate: Monday 7am- Friday 5.00pm	\$47.00	\$48.50	per hour	MCR
Standard rate: Friday 5.00pm - Sunday Midnight	\$54.00	\$55.50	per hour	MCR
Standard rate: Public Holidays	\$60.50	\$62.50	per hour	MCR
Standard rate: Monday - Thursday (Full day rate 7am-Midnight)	\$470.00	\$482.00	full day rate 7am- midnight	MCR
Standard rate: Friday- Sunday (Full day rate 7am-Midnight)	\$540.00	\$554.00	full day rate 7am- midnight	MCR
Standard rate: Public Holiday Rate (Full day rate 7am-Midnight)	\$605.00	\$621.00	full day rate 7am- midnight	MCR
3 x Workshops Combined				
Capacity: 45 Guests				
Standard rate: Monday 7am- Friday 5.00pm	\$66.00	\$68.00	per hour	MCR
Standard rate: Friday 5.00pm - Sunday Midnight	\$74.00	\$76.00	per hour	MCR
Standard rate: Public Holidays	\$80.00	\$82.00	per hour	MCR
Standard rate: Monday - Thursday (Full day rate 7am-Midnight)	\$660.00	\$677.00	full day rate 7am- midnight	MCR
Standard rate: Friday- Sunday (Full day rate 7am-Midnight)	\$740.00	\$759.00	full day rate 7am- midnight	MCR
Standard rate: Public Holiday Rate (Full day rate 7am-Midnight)	\$800.00	\$820.00	full day rate 7am- midnight	MCR
Consult Room 1 (7.9 m²- 3 Guests)				

Standard rate: Monday 7am- Friday 5.00pm	\$10.40	\$10.80	per hour	MCR
Standard rate: Friday 5.00pm - Sunday Midnight	\$12.20	\$12.60	per hour	MCR
Standard rate: Public Holidays	\$18.00	\$18.60	per hour	MCR
Standard rate: Monday - Thursday (Full day rate 7am-Midnight)	\$104.00	\$107.00	full day rate 7am- midnight	MCR
Standard rate: Friday- Sunday (Full day rate 7am-Midnight)	\$122.00	\$125.50	full day rate 7am- midnight	MCR
Standard rate: Public Holiday Rate (Full day rate 7am-Midnight)	\$180.00	\$184.50	full day rate 7am- midnight	MCR

Consult Room 2 (18.0 m²- 6 Guests)

Room to be hired under licence arrangement - see below. Hourly hire subject to availability. Availability for hire subject to other licence arrangements. Category A & B subsidies do not apply to these facilities.



Name	Year 23/24 Fee (incl. GST)	Year 24/25 Fee (incl. GST)	Unit	Pricing
Consult Room 2 (18.0 m²- 6 Guests) [continued]				
Standard rate: Monday 7am- Friday 5.00pm	\$21.00	\$22.00	per hour	MCR
Standard rate: Friday 5.00pm - Sunday Midnight	\$25.00	\$26.00	per hour	MCR
Standard rate: Public Holidays	\$36.00	\$37.00	per hour	MCR
Standard rate: Monday - Thursday (Full day rate 7am-Midnight)	\$210.00	\$215.50	full day rate 7am- midnight	MCR
Standard rate: Friday- Sunday (Full day rate 7am-Midnight)	\$250.00	\$256.50	full day rate 7am- midnight	MCR
Standard rate: Public Holiday Rate (Full day rate 7am-Midnight)	\$360.00	\$369.00	full day rate 7am- midnight	MCR

Consult Room 3 (11.5 m²- 4 Guests)

Room to be hired under licence arrangement - see below. Hourly hire subject to availability. Availability for hire subject to other licence arrangements. Category A & B subsidies do not apply to these facilities.

Trianscome, for the basjour to barror mooned arrangements. Dategory	, , , a = 0 a a c a a	. се се пет крр.	,	
Standard rate: Monday 7am- Friday 5.00pm	\$15.80	\$16.20	per hour	MCR
Standard rate: Friday 5.00pm - Sunday Midnight	\$18.40	\$19.00	per hour	MCR
Standard rate: Public Holidays	\$27.00	\$28.00	per hour	MCR
Standard rate: Monday - Thursday (Full day rate 7am-Midnight)	\$158.00	\$162.00	full day rate 7am- midnight	MCR
Standard rate: Friday- Sunday (Full day rate 7am-Midnight)	\$184.00	\$189.00	full day rate 7am- midnight	MCR
Standard rate: Public Holiday Rate (Full day rate 7am-Midnight)	\$270.00	\$277.00	full day rate 7am- midnight	MCR
Granville Centre Synthetic Court				
		_		

Monday - Friday 3.00pm - 5:00pm - residents under 18 years of age		Free	per day	MCR
Monday - Friday 9.00am - 3:00pm	\$20.00	\$20.50	per hour	MCR
Monday - Friday 5:00pm-10:00pm	\$28.50	\$29.50	per hour	MCR
Saturday - Sunday	\$40.00	\$41.00	per hour	MCR

Granville Centre White Board

Standard rate: Hire fee	\$173.50	\$178.00	per hire	MCR

Stage 245cm x 180cm

Standard rate: Stage/Platform fee at Granville Centre	\$165.00	\$169.50	per hire	MCR

Granville Park - The Eric Tweedale Stadium

- CATEGORY "A" AND "B" RATES DO NOT APPLY AT THIS FACILITY.
- When services or facilities are requested that are not covered in this document, the General Manager or delegate shall set an appropriate price.

Capacity: 155 seated

Function Room

Standard rate: Friday - Sunday	\$173.50	\$178.00	per hour	MCR
Standard rate: Monday - Thursday	\$130.50	\$134.00	per hour	MCR
Standard rate: Friday - Sunday (Full day rate 7am-10pm)	\$1,735.00	\$1,780.00	full day rate 7am-10pm	MCR



Name	Year 23/24 Fee (incl. GST)	Year 24/25 Fee (incl. GST)	Unit	Pricinç
Function Room [continued]				
Standard rate: Monday - Thursday (Full day rate 7am-10pm)	\$1,305.00	\$1,340.00	full day rate 7am-10pm	MCR
First Aid Room				
ETS First Aid Room	\$35.00	\$36.00	per hour	MCR
ETS First Aid Room	\$208.00	\$213.50	full day rate 7am-10pm	MCR
Granville Town Hall				
Main Hall Capacity: 250				
Standard rate: Monday – Friday	\$189.00	\$194.00	per hour	MCR
Standard rate: Weekend (Saturday and Sunday)	\$227.00	\$233.00	per hour	MCR
Category "A": Monday – Friday	\$9.45	\$9.70	per hour	MCR
Category "A": Weekend (Saturday and Sunday)	\$45.40	\$46.60	per hour	MCR
Category "B": Monday – Friday	\$56.75	\$58.20	per hour	MCR
Category "B": Weekend (Saturday and Sunday)	\$113.50	\$116.50	per hour	MCR
Capacity: 30-50 Standard rate: Monday – Friday	\$62.00	\$64.00	per hour	MCR
Standard rate: Weekend (Saturday and Sunday)	\$71.50	\$74.00	per hour	MCR
Category "A": Monday – Friday	\$3.10	\$3.20	per hour	MCR
Category "A": Weekend (Saturday and Sunday)	\$14.30	\$14.80	per hour	MCR
Category "B": Monday – Friday	\$18.60	\$19.20	per hour	MCR
Category "B": Weekend (Saturday and Sunday) Greystanes Community Centre	\$35.75	\$37.00	per hour	MCR
Governor Lachlan Macquarie Hall Capacity: 180				
Standard rate: Monday – Friday	\$31.00	\$32.00	per hour	MCR
Standard rate: Weekend (Saturday and Sunday)	\$51.00	\$52.50	per hour	MCR
Category "A": Monday – Friday	\$1.55	\$1.60	per hour	MCR
Category "A": Weekend (Saturday and Sunday)	\$10.20	\$10.50	per hour	MCR
Category "B": Monday – Friday	\$9.30	\$9.60	per hour	MCR
Category "B": Weekend (Saturday and Sunday)	\$25.50	\$26.25	per hour	MCR
Jeremiah Eldridge Hall				
Capacity: 50				
Standard rate: Monday – Friday	\$22.50	\$23.50	per hour	MCR
Standard rate: Weekend (Saturday and Sunday)	\$23.00	\$24.00	per hour	MCR
Category "A": Monday – Friday	\$1.15	\$1.20	per hour	MCR
Category "A": Weekend (Saturday and Sunday)	\$4.60	\$4.80	per hour	MCR



Name	Year 23/24 Fee (incl. GST)	Year 24/25 Fee (incl. GST)	Unit	Pricing
Jeremiah Eldridge Hall [continued]				
Category "B": Monday – Friday	\$6.75	\$7.05	per hour	MCR
Category "B": Weekend (Saturday and Sunday)	\$11.50	\$12.00	per hour	MCR
Guildford Community Centre				
North Hall				
Capacity: 100				
Standard rate: Monday – Friday	\$92.50	\$95.00	per hour	MCR
Standard rate: Weekend (Saturday and Sunday)	\$99.50	\$102.50	per hour	MCR
Category "A": Monday – Friday	\$4.60	\$4.75	per hour	MCR
Category "A": Weekend (Saturday and Sunday)	\$19.90	\$20.50	per hour	MCR
Category "B": Monday – Friday	\$27.75	\$28.50	per hour	MCR
Category "B": Weekend (Saturday and Sunday)	\$49.75	\$51.25	per hour	MCR
Commercial Kitchen - North Hall				
Standard rate: Monday – Friday	\$34.00	\$35.00	per hour	MCR
Standard rate: Weekend (Saturday and Sunday)	\$40.00	\$41.00	per hour	MCR
Category "A": Monday – Friday	\$1.70	\$1.75	per hour	MCR
Category "A": Weekend (Saturday and Sunday)	\$8.00	\$8.20	per hour	MCR
Category "B": Monday – Friday	\$10.20	\$10.50	per hour	MCR
Category "B": Weekend (Saturday and Sunday)	\$20.00	\$20.50	per hour	MCR
South Hall				
Capacity: 100	¢02 F0	ΦΩΕ ΩΩ	nor hour	MCD
Standard rate: Monday – Friday	\$92.50	\$95.00	per hour	MCR
Standard rate: Monday – Friday Standard rate: Weekend (Saturday and Sunday)	\$99.50	\$102.50	per hour	MCR
Standard rate: Monday – Friday Standard rate: Weekend (Saturday and Sunday) Category "A": Monday – Friday	\$99.50 \$4.60	\$102.50 \$4.75	per hour per hour	MCR MCR
Standard rate: Monday – Friday Standard rate: Weekend (Saturday and Sunday) Category "A": Monday – Friday Category "A": Weekend (Saturday and Sunday)	\$99.50 \$4.60 \$19.90	\$102.50 \$4.75 \$20.50	per hour per hour per hour	MCR MCR MCR
Standard rate: Monday – Friday Standard rate: Weekend (Saturday and Sunday) Category "A": Monday – Friday	\$99.50 \$4.60	\$102.50 \$4.75	per hour per hour	MCR MCR MCR
Standard rate: Monday – Friday Standard rate: Weekend (Saturday and Sunday) Category "A": Monday – Friday Category "A": Weekend (Saturday and Sunday) Category "B": Monday – Friday Category "B": Weekend (Saturday and Sunday) Training and Computer Room Capacity: 30	\$99.50 \$4.60 \$19.90 \$27.75 \$49.75	\$102.50 \$4.75 \$20.50 \$28.50 \$51.25	per hour per hour per hour per hour per hour	MCR MCR MCR MCR
Standard rate: Monday – Friday Standard rate: Weekend (Saturday and Sunday) Category "A": Monday – Friday Category "A": Weekend (Saturday and Sunday) Category "B": Monday – Friday Category "B": Weekend (Saturday and Sunday) Training and Computer Room Capacity: 30 Standard rate: Monday – Friday	\$99.50 \$4.60 \$19.90 \$27.75 \$49.75	\$102.50 \$4.75 \$20.50 \$28.50 \$51.25	per hour per hour per hour per hour per hour per hour	MCR MCR MCR MCR MCR
Standard rate: Monday – Friday Standard rate: Weekend (Saturday and Sunday) Category "A": Monday – Friday Category "A": Weekend (Saturday and Sunday) Category "B": Monday – Friday Category "B": Weekend (Saturday and Sunday) Training and Computer Room Capacity: 30 Standard rate: Monday – Friday Standard rate: Weekend (Saturday and Sunday)	\$99.50 \$4.60 \$19.90 \$27.75 \$49.75	\$102.50 \$4.75 \$20.50 \$28.50 \$51.25 \$30.50 \$32.00	per hour per hour per hour per hour per hour per hour	MCR MCR MCR MCR MCR
Standard rate: Monday – Friday Standard rate: Weekend (Saturday and Sunday) Category "A": Monday – Friday Category "B": Weekend (Saturday and Sunday) Category "B": Monday – Friday Category "B": Weekend (Saturday and Sunday) Training and Computer Room Capacity: 30 Standard rate: Monday – Friday Standard rate: Weekend (Saturday and Sunday) Category "A": Monday – Friday	\$99.50 \$4.60 \$19.90 \$27.75 \$49.75 \$29.50 \$30.50 \$1.45	\$102.50 \$4.75 \$20.50 \$28.50 \$51.25 \$30.50 \$32.00 \$1.55	per hour per hour per hour per hour per hour per hour	MCR MCR MCR MCR MCR MCR
Standard rate: Monday – Friday Standard rate: Weekend (Saturday and Sunday) Category "A": Monday – Friday Category "B": Weekend (Saturday and Sunday) Category "B": Monday – Friday Category "B": Weekend (Saturday and Sunday) Training and Computer Room Capacity: 30 Standard rate: Monday – Friday Standard rate: Weekend (Saturday and Sunday) Category "A": Monday – Friday Category "A": Weekend (Saturday and Sunday)	\$99.50 \$4.60 \$19.90 \$27.75 \$49.75 \$29.50 \$30.50 \$1.45 \$6.10	\$102.50 \$4.75 \$20.50 \$28.50 \$51.25 \$30.50 \$32.00 \$1.55 \$6.40	per hour	MCR MCR MCR MCR MCR MCR MCR
Standard rate: Monday – Friday Standard rate: Weekend (Saturday and Sunday) Category "A": Monday – Friday Category "B": Weekend (Saturday and Sunday) Category "B": Monday – Friday Category "B": Weekend (Saturday and Sunday) Training and Computer Room Capacity: 30 Standard rate: Monday – Friday Standard rate: Weekend (Saturday and Sunday) Category "A": Monday – Friday Category "A": Weekend (Saturday and Sunday) Category "A": Weekend (Saturday and Sunday) Category "B": Monday – Friday	\$99.50 \$4.60 \$19.90 \$27.75 \$49.75 \$29.50 \$30.50 \$1.45 \$6.10 \$8.85	\$102.50 \$4.75 \$20.50 \$28.50 \$51.25 \$30.50 \$32.00 \$1.55 \$6.40 \$9.15	per hour	MCR
Standard rate: Monday – Friday Standard rate: Weekend (Saturday and Sunday) Category "A": Monday – Friday Category "B": Weekend (Saturday and Sunday) Category "B": Monday – Friday Category "B": Weekend (Saturday and Sunday) Training and Computer Room Capacity: 30 Standard rate: Monday – Friday Standard rate: Weekend (Saturday and Sunday) Category "A": Monday – Friday Category "A": Weekend (Saturday and Sunday) Category "A": Weekend (Saturday and Sunday) Category "B": Weekend (Saturday and Sunday)	\$99.50 \$4.60 \$19.90 \$27.75 \$49.75 \$29.50 \$30.50 \$1.45 \$6.10	\$102.50 \$4.75 \$20.50 \$28.50 \$51.25 \$30.50 \$32.00 \$1.55 \$6.40	per hour	MCR MCR MCR MCR MCR MCR
Standard rate: Monday – Friday Standard rate: Weekend (Saturday and Sunday) Category "A": Monday – Friday Category "B": Weekend (Saturday and Sunday) Category "B": Monday – Friday Category "B": Weekend (Saturday and Sunday) Training and Computer Room Capacity: 30 Standard rate: Monday – Friday Standard rate: Weekend (Saturday and Sunday) Category "A": Monday – Friday Category "A": Weekend (Saturday and Sunday) Category "A": Weekend (Saturday and Sunday) Category "B": Monday – Friday	\$99.50 \$4.60 \$19.90 \$27.75 \$49.75 \$29.50 \$30.50 \$1.45 \$6.10 \$8.85	\$102.50 \$4.75 \$20.50 \$28.50 \$51.25 \$30.50 \$32.00 \$1.55 \$6.40 \$9.15	per hour	MCR
Standard rate: Monday – Friday Standard rate: Weekend (Saturday and Sunday) Category "A": Monday – Friday Category "B": Weekend (Saturday and Sunday) Category "B": Monday – Friday Category "B": Weekend (Saturday and Sunday) Training and Computer Room Capacity: 30 Standard rate: Monday – Friday Standard rate: Weekend (Saturday and Sunday) Category "A": Monday – Friday Category "A": Weekend (Saturday and Sunday) Category "A": Weekend (Saturday and Sunday) Category "B": Monday – Friday Category "B": Weekend (Saturday and Sunday) Medium Meeting Room	\$99.50 \$4.60 \$19.90 \$27.75 \$49.75 \$29.50 \$30.50 \$1.45 \$6.10 \$8.85	\$102.50 \$4.75 \$20.50 \$28.50 \$51.25 \$30.50 \$32.00 \$1.55 \$6.40 \$9.15	per hour	MCR



Name	Year 23/24 Fee (incl. GST)	Year 24/25 Fee (incl. GST)	Unit	Pricing
Medium Meeting Room [continued]				
Category "A": Monday – Friday	\$1.25	\$1.30	per hour	MCR
Category "A": Weekend (Saturday and Sunday)	\$5.10	\$5.30	per hour	MCR
Category "B": Monday – Friday	\$7.35	\$7.65	per hour	MCR
Category "B": Weekend (Saturday and Sunday)	\$12.75	\$13.25	per hour	MCR
Small Meeting Room				
Capacity: 10				
Standard rate: Monday – Friday	\$11.40	\$11.80	per hour	MCR
Standard rate: Weekend (Saturday and Sunday)	\$30.50	\$32.00	per hour	MCR
Category "A": Monday – Friday	\$0.55	\$0.60	per hour	MCR
Category "A": Weekend (Saturday and Sunday)	\$6.10	\$6.40	per hour	MCR
Category "B": Monday – Friday	\$3.45	\$3.55	per hour	MCR
Category "B": Weekend (Saturday and Sunday)	\$15.25	\$16.00	per hour	MCR

Holroyd Centre

Note:

- CATEGORY "A" AND "B" RATES DO NOT APPLY AT THIS FACILITY.
- When services or facilities are requested that are not covered in this document, the General Manager or delegate shall set an appropriate price. This includes staff, equipment, catering and beverages.
- The pricing below includes room hire, in-house PA facilities, data projector and screen ONLY. Any additional services will require pricing provided by a delegated officer.

Waratah Room

4 Hours (Monday 7am - Friday 4.30pm)	\$530.00	\$544.00	per booking	MCR
6 Hours (Monday 7am - Friday 4.30pm)	\$600.00	\$615.00	per booking	MCR
8 Hours (Monday 7am - Friday 4.30pm)	\$660.00	\$677.00	per booking	MCR
4 Hours (Monday - Thursday after 4.30pm)	\$750.00	\$769.00	per booking	MCR
6 Hours (Monday - Thursday after 4.30pm)	\$930.00	\$954.00	per booking	MCR
8 Hours (Monday - Thursday after 4.30pm)	\$1,210.00	\$1,245.00	per booking	MCR
4 Hours (Friday 4.30pm - midnight)	\$850.00	\$872.00	per booking	MCR
6 Hours (Friday 4.30pm - midnight)	\$1,065.00	\$1,095.00	per booking	MCR
8 Hours (Friday 4.30pm - midnight)	\$1,345.00	\$1,380.00	per booking	MCR
4 Hours (Saturday 6am - midnight)	\$1,100.00	\$1,130.00	per booking	MCR
6 Hours (Saturday 6am - midnight)	\$1,295.00	\$1,330.00	per booking	MCR
8 Hours (Saturday 6am - midnight)	\$1,540.00	\$1,580.00	per booking	MCR
4 Hours (Sunday and Public Holidays)	\$1,100.00	\$1,130.00	per booking	MCR
6 Hours (Sunday and Public Holidays)	\$1,295.00	\$1,330.00	per booking	MCR
8 Hours (Sunday and Public Holidays)	\$1,540.00	\$1,580.00	per booking	MCR
Boronia Room				
4 Hours (Monday 7am - Friday 4.30pm)	\$485.00	\$498.00	per booking	MCR
6 Hours (Monday 7am - Friday 4.30pm)	\$540.00	\$554.00	per booking	MCR
8 Hours (Monday 7am - Friday 4.30pm)	\$595.00	\$610.00	per booking	MCR
4 Hours (Monday - Thursday after 4.30pm)	\$705.00	\$723.00	per booking	MCR
6 Hours (Monday - Thursday after 4.30pm)	\$870.00	\$892.00	per booking	MCR
8 Hours (Monday - Thursday after 4.30pm)	\$1,035.00	\$1,065.00	per booking	MCR



Name	Year 23/24 Fee (incl. GST)	Year 24/25 Fee (incl. GST)	Unit	Pricing
Boronia Room [continued]				
4 Hours (Friday 4.30pm - midnight)	\$750.00	\$769.00	per booking	MCR
6 Hours (Friday 4.30pm - midnight)	\$910.00	\$933.00	per booking	MCR
8 Hours (Friday 4.30pm - midnight)	\$1,155.00	\$1,185.00	per booking	MCR
4 Hours (Saturday 6am - midnight)	\$1,100.00	\$1,130.00	per booking	MCR
6 Hours (Saturday 6am - midnight)	\$1,495.00	\$1,535.00	per booking	MCR
8 Hours (Saturday 6am - midnight)	\$1,870.00	\$1,916.75	per booking	MCR
4 Hours (Sunday and Public Holidays)	\$1,100.00	\$1,130.00	per booking	MCR
6 Hours (Sunday and Public Holidays)	\$1,495.00	\$1,535.00	per booking	MCR
8 Hours (Sunday and Public Holidays)	\$1,870.00	\$1,920.00	per booking	MCR
Wattle Room				
4 Hours (Monday 7am - Friday 4.30pm)	\$395.00	\$405.00	per booking	MCR
6 Hours (Monday 7am - Friday 4.30pm)	\$455.00	\$467.00	per booking	MCR
8 Hours (Monday 7am - Friday 4.30pm)	\$520.00	\$533.00	per booking	MCR
4 Hours (Monday - Thursday after 4.30pm)	\$615.00	\$631.00	per booking	MCR
6 Hours (Monday - Thursday after 4.30pm)	\$785.00	\$805.00	per booking	MCR
8 Hours (Monday - Thursday after 4.30pm)	\$960.00	\$984.00	per booking	MCR
4 Hours (Friday 4.30pm - midnight)	\$660.00	\$677.00	per booking	MCR
6 Hours (Friday 4.30pm - midnight)	\$830.00	\$851.00	per booking	MCR
8 Hours (Friday 4.30pm - midnight)	\$1,045.00	\$1,075.00	per booking	MCR
4 Hours (Saturday 6am - midnight)	\$990.00	\$1,015.00	per booking	MCR
6 Hours (Saturday 6am - midnight)	\$1,395.00	\$1,430.00	per booking	MCR
8 Hours (Saturday 6am - midnight)	\$1,760.00	\$1,805.00	per booking	MCR
4 Hours (Sunday and Public Holidays)	\$990.00	\$1,015.00	per booking	MCR
6 Hours (Sunday and Public Holidays)	\$1,395.00	\$1,430.00	per booking	MCR
8 Hours (Sunday and Public Holidays)	\$1,760.00	\$1,805.00	per booking	MCR
Boronia/Wattle Room				
4 Hours (Monday 7am - Friday 4.30pm)	\$660.00	\$677.00	per booking	MCR
6 Hours (Monday 7am - Friday 4.30pm)	\$740.00	\$759.00	per booking	MCR
8 Hours (Monday 7am - Friday 4.30pm)	\$802.00	\$823.00	per booking	MCR
4 Hours (Monday - Thursday after 4.30pm)	\$880.00	\$902.00	per booking	MCR
6 Hours (Monday - Thursday after 4.30pm)	\$1,070.00	\$1,100.00	per booking	MCR
8 Hours (Monday - Thursday after 4.30pm)	\$1,245.00	\$1,280.00	per booking	MCR
4 Hours (Friday 4.30pm - midnight)	\$1,100.00	\$1,130.00	per booking	MCR
6 Hours (Friday 4.30pm - midnight)	\$1,320.00	\$1,355.00	per booking	MCR
8 Hours (Friday 4.30pm - midnight)	\$1,485.00	\$1,525.00	per booking	MCR
4 Hours (Saturday 6am - midnight)	\$1,320.00	\$1,355.00	per booking	MCR
6 Hours (Saturday 6am - midnight)	\$1,650.00	\$1,695.00	per booking	MCR
8 Hours (Saturday 6am - midnight)	\$1,980.00	\$2,030.00	per booking	MCR
4 Hours (Sunday and Public Holidays)	\$1,320.00	\$1,355.00	per booking	MCR
6 Hours (Sunday and Public Holidays)	\$1,650.00	\$1,695.00	per booking	MCR
8 Hours (Sunday and Public Holidays)	\$1,980.00	\$2,030.00	per booking	MCR



Name	Year 23/24 Fee (incl. GST)	Year 24/25 Fee (incl. GST)	Unit	Pricing
Foyer				
4 Hours (Monday 7am - Friday 4.30pm)	\$465.00	\$477.00	per booking	MCR
6 Hours (Monday 7am - Friday 4.30pm)	\$525.00	\$539.00	per booking	MCR
8 Hours (Monday 7am - Friday 4.30pm)	\$595.00	\$610.00	per booking	MCR
4 Hours (Monday - Thursday after 4.30pm)	\$685.00	\$703.00	per booking	MCR
6 Hours (Monday - Thursday after 4.30pm)	\$855.00	\$877.00	per booking	MCR
8 Hours (Monday - Thursday after 4.30pm)	\$1,035.00	\$1,065.00	per booking	MCR
4 Hours (Friday 4.30pm - midnight)	\$895.00	\$918.00	per booking	MCR
6 Hours (Friday 4.30pm - midnight)	\$1,095.00	\$1,125.00	per booking	MCR
8 Hours (Friday 4.30pm - midnight)	\$1,285.00	\$1,320.00	per booking	MCR
4 Hours (Saturday 6am - midnight)	\$1,115.00	\$1,145.00	per booking	MCR
6 Hours (Saturday 6am - midnight)	\$1,340.00	\$1,375.00	per booking	MCR
8 Hours (Saturday 6am - midnight)	\$1,550.00	\$1,590.00	per booking	MCR
4 Hours (Sunday and Public Holidays)	\$1,115.00	\$1,145.00	per booking	MCR
6 Hours (Sunday and Public Holidays)	\$1,340.00	\$1,375.00	per booking	MCR
8 Hours (Sunday and Public Holidays)	\$1,550.00	\$1,590.00	per booking	MCR
Whole Venue				
4 Hours (Monday 7am - Friday 4.30pm)	\$1,495.00	\$1,535.00	per booking	MCR
6 Hours (Monday 7am - Friday 4.30pm)	\$1,670.00	\$1,715.00	per booking	MCR
8 Hours (Monday 7am - Friday 4.30pm)	\$1,865.00	\$1,915.00	per booking	MCR
4 Hours (Monday - Thursday after 4.30pm)	\$1,715.00	\$1,760.00	per booking	MCR
6 Hours (Monday - Thursday after 4.30pm)	\$1,890.00	\$1,940.00	per booking	MCR
8 Hours (Monday - Thursday after 4.30pm)	\$2,095.00	\$2,150.00	per booking	MCR
4 Hours (Friday 4.30pm - midnight)	\$1,850.00	\$1,900.00	per booking	MCR
6 Hours (Friday 4.30pm - midnight)	\$2,150.00	\$2,205.00	per booking	MCR
8 Hours (Friday 4.30pm - midnight)	\$2,495.00	\$2,560.00	per booking	MCR
4 Hours (Saturday 6am - midnight)	\$2,450.00	\$2,515.00	per booking	MCR
6 Hours (Saturday 6am - midnight)	\$2,850.00	\$2,925.00	per booking	MCR
8 Hours (Saturday 6am - midnight)	\$3,250.00	\$3,335.00	per booking	MCR
4 Hours (Sunday and Public Holidays)	\$2,450.00	\$2,515.00	per booking	MCR
6 Hours (Sunday and Public Holidays)	\$2,850.00	\$2,925.00	per booking	MCR
8 Hours (Sunday and Public Holidays)	\$3,250.00	\$3,335.00	per booking	MCR

Holroyd Gardens Rotunda

CATEGORY "A" AND "B" RATES DO NOT APPLY AT THIS FACILITY.

The Holroyd Gardens Rotunda is a Wedding Ceremony area in the middle of Holroyd Gardens.

Duchess Package	\$575.00	\$600.00	per package	MCR
 2 hours exclusive access to Rotunda No vehicular access to the Rotunda with this package 				
Princess Package	\$725.00	\$740.00	per package	MCR
2 hours exclusive access to Rotunda				



Name	Year 23/24 Fee (incl. GST)	Year 24/25 Fee (incl. GST)	Unit	Pricing
Holroyd Gardens Rotunda [continued]				
Majestic Package	\$1,825.00	\$1,870.00	per package	MCR
 2 hours exclusive access to Rotunda Access to the Rotunda for 1 bridal vehicle Celebrant selected from our list of celebrants Skirted signature table with silk florals and 2 chairs 32 white padded chairs for guests Red carpet Standard welcome sign Standard aisle decorations 				
Empress Package	\$2,550.00	\$2,650.00	per package	MCR
 2 hours exclusive access to Rotunda Access to the Rotunda for 1 bridal vehicle Celebrant selected from our list of celebrants Skirted signature table with silk florals and 2 chairs 32 white padded chairs for guests Red carpet Personalised welcome sign Standard aisle decorations Floral canopy arch with silks, plinths, and white flowers Draping of the Rotunda pillars with white material either side of 	canopy			
Celebrant	\$750.00	\$770.00	per unit	MCR
Signature Table	\$268.00	\$275.00	per unit	MCR
White Chairs	\$4.20	\$4.40	per unit	MCR
Red Carpet	\$75.00	\$78.00	per unit	MCR
Holroyd Sports Ground Hall Capacity: 30				
Standard rate: Monday – Friday	\$70.00	\$72.00	per hour	MCR
Standard rate: Weekend (Saturday and Sunday)	\$85.00	\$88.00	per hour	MCR
Category "A": Monday – Friday	\$3.50	\$3.60	per hour	MCR
Category "A": Weekend (Saturday and Sunday)	\$17.00	\$17.60	per hour	MCR
Category "B": Monday – Friday	\$21.00	\$21.60	per hour	MCR
Category "B": Weekend (Saturday and Sunday) Lidcombe Community Centre	\$42.50	\$44.00	per hour	MCR
Capacity: 80				
Standard rate: Monday – Friday	\$70.00	\$72.00	per hour	MCR
Standard rate: Weekend (Saturday and Sunday)	\$85.00	\$88.00	per hour	MCR
Category "A": Monday – Friday	\$3.50	\$3.60	per hour	MCR
Category "A": Weekend (Saturday and Sunday)	\$17.00	\$17.60	per hour	MCR
Category "B": Monday – Friday	\$21.00	\$21.60	per hour	MCR
Category "B": Weekend (Saturday and Sunday)	\$42.50	\$44.00	per hour	MCR
Linnwood House				
Capacity: 10-60				
Standard rate: Monday – Friday	\$31.00	\$32.00	per hour	MCR
Standard rate: Weekend (Saturday and Sunday)	\$31.50	\$33.00	per hour	MCR
Community and Contact (Contact and Contact)	Ψ01.00	Ψ00.00	per nour	



Name	Year 23/24 Fee (incl. GST)	Year 24/25 Fee (incl. GST)	Unit	Pricing
Linnwood House [continued]				
Category "A": Monday – Friday	\$1.55	\$1.60	per hour	MCR
Category "A": Weekend (Saturday and Sunday)	\$6.30	\$6.60	per hour	MCR
Category "B": Monday – Friday	\$9.30	\$9.60	per hour	MCR
Category "B": Weekend (Saturday and Sunday)	\$15.75	\$16.50	per hour	MCR
Merrylands Community Centre				
Miller St Room, Prospect Room, Arts and Craft Room Capacity: 20-60				
Standard rate: Monday – Friday	\$31.00	\$32.00	per hour	MCR
Standard rate: Weekend (Saturday and Sunday)	\$31.50	\$33.00	per hour	MCR
Category "A": Monday – Friday	\$1.55	\$1.60	per hour	MCR
Category "A": Weekend (Saturday and Sunday)	\$6.30	\$6.60	per hour	MCR
Category "B": Monday – Friday	\$9.30	\$9.60	per hour	MCR
Category "B": Weekend (Saturday and Sunday)	\$15.75	\$16.50	per hour	MCR
Merrylands Oval Hall Capacity: 130				
Standard rate: Monday – Friday	\$70.00	\$72.00	per hour	MCR
Standard rate: Weekend (Saturday and Sunday)	\$85.00	\$88.00	per hour	MCR
Category "A": Monday – Friday	\$3.50	\$3.60	per hour	MCR
Category "A": Weekend (Saturday and Sunday)	\$17.00	\$17.60	per hour	MCR
Category "B": Monday – Friday	\$21.00	\$21.60	per hour	MCR
Category "B": Weekend (Saturday and Sunday)	\$42.50	\$44.00	per hour	MCR
Nemesia Street Park Hall				
Capacity: 60				
Standard rate: Monday – Friday	\$33.50	\$35.00	per hour	MCR
Standard rate: Weekend (Saturday and Sunday)	\$40.50	\$42.00	per hour	MCR
Category "A": Monday – Friday	\$1.70	\$1.75	per hour	MCR
Category "A": Weekend (Saturday and Sunday)	\$8.10	\$8.40	per hour	MCR
Category "B": Monday – Friday	\$10.05	\$10.50	per hour	MCR
Category "B": Weekend (Saturday and Sunday)	\$20.25	\$21.00	per hour	MCR
Norrie Maley Kiosk (Central Gardens)				
Capacity: 50				
Standard rate: Monday – Friday	\$33.00	\$34.00	per hour	MCR
Standard rate: Weekend (Saturday and Sunday)	\$50.00	\$52.00	per hour	MCR
Category "A": Monday – Friday	\$1.65	\$1.70	per hour	MCR
Category "A": Weekend (Saturday and Sunday)	\$10.00	\$10.40	per hour	MCR
Category "B": Monday – Friday	\$9.90	\$10.20	per hour	MCR
Category "B": Weekend (Saturday and Sunday)	\$25.00	\$26.00	per hour	MCR



Name	Year 23/24 Fee (incl. GST)	Year 24/25 Fee (incl. GST)	Unit	Pricing
Redgum Function Centre				
Capacity: 300				
Standard rate: Monday – Friday	\$121.00	\$125.00	per hour	MCR
Standard rate: Weekend (Saturday and Sunday)	\$133.50	\$137.00	per hour	MCR
Category "A": Monday – Friday	\$6.05	\$6.25	per hour	MCR
Category "A": Weekend (Saturday and Sunday)	\$26.70	\$27.40	per hour	MCR
Category "B": Monday – Friday	\$36.30	\$37.50	per hour	MCR
Category "B": Weekend (Saturday and Sunday)	\$66.80	\$68.50	per hour	MCR
Standard all day rate: Weekend (Saturday and Sunday)	\$1,065.00	\$1,100.00	per day	MCR
Category "A" all day rate: Weekend (Saturday and Sunday)	\$212.50	\$220.00	per day	MCR
Category "B" all day rate: Weekend (Saturday and Sunday)	\$530.00	\$550.00	per day	MCR
Equipment Charges-PA Speaker System	\$151.50	\$156.00	per day	SCR
Regents Park Community Centre Capacity: 80				
Standard rate: Monday – Friday	\$46.50	\$48.00	per hour	MCR
Standard rate: Weekend (Saturday and Sunday)	\$55.50	\$57.50	per hour	MCR
Category "A": Monday – Friday	\$2.30	\$2.40	per hour	MCR
Category "A": Weekend (Saturday and Sunday)	\$11.10	\$11.50	per hour	MCR
Category "B": Monday – Friday	\$13.95	\$14.40	per hour	MCR
Category "B": Weekend (Saturday and Sunday)	\$27.75	\$28.75	per hour	MCR
Capacity: 30 Standard rate: Monday – Friday Standard rate: Weekend (Saturday and Sunday) Category "A": Monday – Friday Category "A": Weekend (Saturday and Sunday) Category "B": Monday – Friday Category "B": Monday – Friday	\$70.00 \$85.00 \$3.50 \$17.00 \$21.00 \$42.50	\$72.00 \$88.00 \$3.60 \$17.60 \$21.60 \$44.00	per hour per hour per hour per hour per hour per hour	MCR MCR MCR MCR MCR
Toongabbie Community Centre George Mepham Hall Capacity: 100				
Standard rate: Monday – Friday	\$59.00	\$61.00	per hour	MCR
Standard rate: Weekend (Saturday and Sunday)	\$62.00	\$64.00	per hour	MCR
Category "A": Monday – Friday	\$2.95	\$3.05	per hour	MCR
Category "A": Weekend (Saturday and Sunday)	\$12.40	\$12.80	per hour	MCR
Category "B": Monday – Friday	\$17.70	\$18.30	per hour	MCR
Category "B": Weekend (Saturday and Sunday)	\$31.00	\$32.00	per hour	MCR
Billiard Room, Andrew Cooke Room and Neil Pigram Rooi	m			
Capacity: 30-50				
Standard rate: Monday – Friday	\$30.50	\$31.50	per hour	MCR
,,			1. 2	



Name	Year 23/24 Fee (incl. GST)	Year 24/25 Fee (incl. GST)	Unit	Pricing
Billiard Room, Andrew Cooke Room and Neil Pigram	Room [continued]			
Standard rate: Weekend (Saturday and Sunday)	\$31.50	\$33.00	per hour	MCR
Category "A": Monday – Friday	\$1.55	\$1.60	per hour	MCR
Category "A": Weekend (Saturday and Sunday)	\$6.30	\$6.60	per hour	MCR
Category "B": Monday – Friday	\$9.15	\$9.45	per hour	MCR
Category "B": Weekend (Saturday and Sunday)	\$15.75	\$16.50	per hour	MCR
Ventworthville Community Centre				
Grevillea and Banksia Rooms (shared kitchen)				
Capacity: 100 and 120				
Standard rate: Monday – Friday	\$59.00	\$61.00	per hour	MCR
Standard rate: Weekend (Saturday and Sunday)	\$62.00	\$64.00	per hour	MCR
Category "A": Monday – Friday	\$2.95	\$3.05	per hour	MCR
Category "A": Weekend (Saturday and Sunday)	\$12.40	\$12.80	per hour	MCR
Category "B": Monday – Friday	\$17.70	\$18.30	per hour	MCR
Category "B": Weekend (Saturday and Sunday)	\$31.00	\$32.00	per hour	MCR
Capacity: 35 Standard rate: Monday - Friday Standard rate: Weekend (Saturday and Sunday)	\$31.00 \$37.50	\$32.00 \$39.00	per hour	MCR MCR
Category "A": Monday - Friday	\$1.55	\$1.60	per hour	MCR
Category "A": Weekend (Saturday and Sunday)	\$7.50	\$7.80	per hour	MCR
Category "B": Monday - Friday	\$9.30	\$9.60	per hour	MCR
Category "B": Weekend (Saturday and Sunday)	\$18.75	\$19.50	per hour	MCR
Westmead Progress Hall Capacity: 100 Standard rate: Monday – Friday	\$41.00	\$42.50	per hour	MCR
		Ψ42.30	· ·	
· · · · ·		\$44 E0		
Standard rate: Weekend (Saturday and Sunday)	\$43.00	\$44.50 \$2.15	per hour	MCR
Standard rate: Weekend (Saturday and Sunday) Category "A": Monday – Friday	\$43.00 \$2.00	\$2.15	per hour	MCR
Standard rate: Weekend (Saturday and Sunday) Category "A": Monday – Friday Category "A": Weekend (Saturday and Sunday)	\$43.00 \$2.00 \$8.60	\$2.15 \$8.90	per hour	MCR MCR
Standard rate: Weekend (Saturday and Sunday) Category "A": Monday – Friday Category "A": Weekend (Saturday and Sunday) Category "B": Monday – Friday	\$43.00 \$2.00	\$2.15 \$8.90 \$12.75	per hour	MCR MCR MCR
Standard rate: Weekend (Saturday and Sunday) Category "A": Monday – Friday Category "A": Weekend (Saturday and Sunday)	\$43.00 \$2.00 \$8.60 \$12.30	\$2.15 \$8.90	per hour per hour per hour	MCR MCR MCR
Standard rate: Weekend (Saturday and Sunday) Category "A": Monday – Friday Category "A": Weekend (Saturday and Sunday) Category "B": Monday – Friday Category "B": Weekend (Saturday and Sunday)	\$43.00 \$2.00 \$8.60 \$12.30	\$2.15 \$8.90 \$12.75	per hour per hour per hour	MCR MCR MCR
Standard rate: Weekend (Saturday and Sunday) Category "A": Monday – Friday Category "A": Weekend (Saturday and Sunday) Category "B": Monday – Friday Category "B": Weekend (Saturday and Sunday) Additional Charges For All Facilities	\$43.00 \$2.00 \$8.60 \$12.30 \$21.50	\$2.15 \$8.90 \$12.75 \$22.25	per hour per hour per hour per hour	MCR MCR MCR MCR SD
Standard rate: Weekend (Saturday and Sunday) Category "A": Monday – Friday Category "A": Weekend (Saturday and Sunday) Category "B": Monday – Friday Category "B": Weekend (Saturday and Sunday) Additional Charges For All Facilities Bond (refundable)	\$43.00 \$2.00 \$8.60 \$12.30 \$21.50	\$2.15 \$8.90 \$12.75 \$22.25	per hour per hour per hour per hour	MCR MCR MCR
Standard rate: Weekend (Saturday and Sunday) Category "A": Monday – Friday Category "A": Weekend (Saturday and Sunday) Category "B": Monday – Friday Category "B": Weekend (Saturday and Sunday) Additional Charges For All Facilities Bond (refundable) Bonds are applicable for casual and regular hirers where bookings a	\$43.00 \$2.00 \$8.60 \$12.30 \$21.50 \$796.00 are deemed high risk.	\$2.15 \$8.90 \$12.75 \$22.25	per hour per hour per hour per hour per booking	MCR MCR MCR MCR



Name	Year 23/24 Fee (incl. GST)	Year 24/25 Fee (incl. GST)	Unit	Pricing
Stall Booking Fee (Street)				
Non-refundable booking fee applies to the Merrylands, Toongabbie and Wentworthville Street stalls for each date booked	\$18.00	\$18.60	per booking per date	MCR
Storage Fees				
Small	\$48.00	\$49.50	per annum	MCR
Medium	\$60.00	\$62.00	per annum	MCR
Large	\$78.00	\$80.00	per annum	MCR
COUNCIL'S SENIORS UNITS				
Fortnightly Rental Studio Apartment	\$178.50	\$183.00	per apartment	MCR
Fortnightly Rental One bedroom Apartment- Single Occupant	\$229.00	\$235.00	per apartment	MCR
Fortnightly Rental One bedroom Apartment- Dual Occupancy	\$279.00	\$286.00	per apartment	MCR
Additional Cleaning Cost	\$179.00	\$184.00	per clean	SCR
Loss Key/Additional Key/ Swipe Card	\$140.50	\$145.00	per item	MCR
CAR PARK				
Let out fee for Carparks & Parks (after hours)	\$65.00	\$68.00	per let out	MCR
Lost ticket to Susan St or Lidcombe Carparks (full daily cost)	\$12.00	\$12.60	per lost ticket	MCR
Removal/relocation of parked cars inside carparks	\$115.50	\$121.00	per vehicle removal	MCR

Susan Street Car Parking Fee

Major Council Events - free or by negotiation where additional off street parking is required as part of traffic management plan.

Car Parking Fee up to 2 hours	\$0.00	\$0.00	per car space	MP
Car Parking Fee up to 3 hours	\$5.50	\$5.80	per car space	MP
Car Parking Fee up to 4 hours	\$7.70	\$8.10	per car space	MP
Car Parking Fee up to 5 hours	\$9.80	\$10.20	per car space	MP
5 + hours	\$12.00	\$12.60	per car space	MP
Concession business and commuter parking permit annually – advance payment required	\$1,785.00	\$1,875.00	per car space	MP
Auburn Concession Non Profit Local Community Groups permit annually – advance payment required	\$1,180.00	\$1,240.00	per car space	MP

Lidcombe Multi Storey Car Parking Fee

Major Council Events - free or by negotiation where additional off street parking is required as part of traffic management plan.

Lidcombe Car Parking Fee up to 2 hours	\$0.00	\$0.00	per car space	MP
Lidcombe Car Parking Fee up to 3 hours	\$5.50	\$5.80	per car space	MP
Lidcombe Car Parking Fee up to 4 hours	\$7.70	\$8.10	per car space	MP
Lidcombe Car Parking Fee up to 5 hours	\$9.80	\$10.20	per car space	MP
5+ hours/day rate	\$12.00	\$12.60	per car space	MP
Concession business and commuter parking permit annually – advance payment required	\$1,785.00	\$1,875.00	per car space	MP
Lidcombe Concession Non Profit Local Community Groups permit annually – advance payment required	\$1,180.00	\$1,240.00	per car space	MP



	Year 23/24	Year 24/25	
Name	Fee	Fee	Unit Pricing
	(incl. GST)	(incl. GST)	

SWIMMING POOLS

Note:

- The selling of merchandise at the discretion of the Swim Centre Management.
- The General Manager or delegate shall set an appropriate price for any requested services or facilities that are not covered in this document.

Ruth Everuss Aquatic Centre

Ruth Everuss Aquatic Centre	The Ruth Everuss Aquatic Centre is fully managed by Belgravia Leisure Pty Ltd (Belgravia) under a fixed term management contract under which Belgravia are paid a management fee by Council and are able to charge for the services of operating the swim centre. Cumberland City Council does not receive any fees from the operations of use of the swim centre or associated facilities.	MP
-----------------------------	---	----

Casual Entry

NOTE:

- Parents/Guardians attending Learn to Swim Free (Max of 2 per Learn to Swim classes)
- Primary Carers/Companion Card Holders (accompanying an Elderly or Disabled) Free
- Free entry provided on Tuesdays and Thursdays for Cumberland City Council residents who hold a Pensioners or Senior Card

4 Years and Under		Free	per person	MP
Casual Swim Adult	\$8.00	\$8.20	per person	MP
Casual Swim Concession – Child under 16, Student, Pensioner and Seniors Card Holders	\$5.90	\$6.10	per person	MP
Casual Swim Family Access – Up to four participants	\$25.00	\$26.00	per family	MP
Casual Swim – Spectator	\$4.70	\$4.90	per person	MP
Casual Water Polo Player – Adult	\$7.70	\$7.90	per person	MP
Casual Water Polo Player – Concession	\$5.80	\$6.00	per person	MP
Casual Aqua/Fitness Class – Adult	\$18.80	\$19.40	per person	MP
Casual Aqua/Fitness Class – Concession	\$15.80	\$16.20	per person	MP
Multi Visit Passes including Aqua/Fitness Classes				
Multi Visit Adult Swim Pass– 20 Visits	\$134.50	\$138.00	per pass	MP
Multi Visit Concession Pass – 20 Visits	\$101.00	\$104.00	per pass	MP
Multi Visit Family Swim Pass – 20 Visits	\$424.00	\$435.00	per pass	MP
Multi Visit Adult Aqua/Fitness Class – 20 Visit Pass	\$336.00	\$345.00	per pass	MP
Multi Visit Concession Aqua/Fitness Class – 20 Visit Pass	\$282.50	\$290.00	per pass	MP
Centre Memberships				
Joining Fee	\$57.50	\$59.00	per person	MP

\$57.50

\$11.60

\$6.50

\$59.00

\$12.00

\$6.70

Ruth Everuss Debit Rejection Fee

Ruth Everuss Replacement Card

Admin Fee

MP

MP

MP

per person

per person

per person



Name	Year 23/24 Fee	Year 24/25 Fee	Unit	Pricing
	(incl. GST)	(incl. GST)		J
Contro Momborchino				
Centre Memberships [continued]				
Personal Training Hire - 1x 1 hour session	\$106.00	\$109.00	per person	MP
Personal Training Hire - 3x 1 hour session	\$281.00	\$288.50	per person	MP
Personal Training Hire - 5x 1 hour session	\$442.00	\$454.00	per person	MP
Personal Training Hire - 10x 1 hour session	\$843.00	\$865.00	per person	MP
Personal Training Hire - 1x 0.5 hour session	\$57.00	\$58.50	per person	MP
Personal Training Hire - 3x 0.5 hour session	\$170.50	\$175.00	per person	MP
Personal Training Hire - 5x 0.5 hour session	\$281.00	\$288.50	per person	MP
Personal Training Hire - 10x 0.5 hour session	\$448.00	\$460.00	per person	MP
Exercise Physiologist – 1x 1 hour session	\$135.50	\$139.00	per person	MP
Exercise Physiologist – 5x 1 hour session	\$603.00	\$619.00	per person	MP
Exercise Physiologist – 10x 1 hour session	\$1,150.00	\$1,180.00	per person	MP
Exercise Physiologist – 1x 0.5 hour session	\$85.50	\$88.00	per person	MP
Exercise Physiologist – 5x 0.5 hour session	\$402.00	\$413.00	per person	MP
Exercise Physiologist – 10x 0.5 hour session	\$744.00	\$763.00	per person	MP
External Physiologist - Joining Fee	\$57.50	\$59.00	per person	MP
External Physiologist - 3 month membership (upfront)	\$343.00	\$352.00	per person	MP
DD Swim Only Per Week – Adult (no contract)	\$19.00	\$19.60	per person	MP
DD Swim Only Per Week – Concession (no contract)	\$14.40	\$14.80	per person	MP
DD Full Access Per Week – Adult (no contract)	\$24.50	\$25.50	per person	MP
DD Full Access Per Week – Concession (no contract)	\$19.20	\$19.80	per person	MP
DD Full Access Per Week - Family Access - Up to four participants (no contract)	\$57.50	\$59.00	per family	MP
DD Women's Only Full Access Per Week (no contract)	\$24.50	\$25.50	per person	MP
DD Women's Only Full Access Per Week Concession (no contract)	\$19.20	\$19.80	per person	MP
DD Seniors Full Access Per Week (no contract)	\$15.00	\$15.40	per person	MP
Swim School Memberships				
Member Processing Fee	\$23.00	\$24.00	per person	MP
Member Debit Rejection Fee	\$11.60	\$12.00	per person	MP
Member Replacement Card	\$6.50	\$6.70	per person	MP
Swimming and Water Safety (DD per week)	\$24.50	\$25.50	per person	MP
Swimming and Water Safety – Year Round Membership (3rd Child Discount)	\$23.00	\$24.00	per person	MP
Swimming Lessons – Private – 1:1	\$57.50	\$59.00	per person	MP
Swim Champs (DD per week) – for people with a disability	\$18.40	\$19.00	per person	MP
Swim Champs – 10 Week Program – for people with a disability	\$228.50	\$234.50	per person	MP
Swim Champs (for people with a disability) – Private Lesson 1:1	\$43.00	\$44.50	per person	MP
Squad Processing Fee	\$23.00	\$24.00	per person	MP
Squad Debit Rejection Fee	\$11.60	\$12.00	per person	MP
Squad Replacement Card	\$6.50	\$6.70	per person	MP
DD Junior Dolphins Squad (per week)	\$39.50	\$40.50	per person	MP
DD Bronze Squad (per week)	\$43.50	\$45.00	per person	MP
DD Silver Squad (per week)	\$47.50	\$49.00	per person	MP
		\$52.00	per person	MP
DD Gold (per week)	\$50.50	Ψ32.00	per person	IVIE



Name	Year 23/24 Fee (incl. GST)	Year 24/25 Fee (incl. GST)	Unit	Pricing
School Swimming Lessons				
School Swimming and Water Safety Lessons – No Instructor (plus lane hire)	\$5.70	\$5.90	per person	MP
School Swimming and Water Safety Lessons – With Instructor (up to 100 kids)	\$11.60	\$12.00	per person	MP
School Swimming and Water Safety Lessons – With Instructor (100 kids+)	\$11.00	\$11.40	per person	MP
Department of Education -No instructor	\$5.80	\$6.00	per person	MP
Facility Hire Water Polo				
Entry per Child	\$4.90	\$5.10	per person	MP
Weekday per hour	\$251.50	\$258.00	per hour	MP
Weeknight per hour	\$274.50	\$281.50	per hour	MP
Weekend – Day per hour	\$274.50	\$281.50	per hour	MP
Weekend – Night per hour	\$309.00	\$317.00	per hour	MP
Small Booking Fee (Refundable with cleanliness of facility left behind)	\$41.50	\$43.00	per booking	MP
Large Booking Fee (Refundable with cleanliness of facility left behind)	\$63.00	\$65.00	per booking	MP
Contract Cleaning Fee (If required)	\$303.00	\$311.00	per unit	MP
Additional Staff (Per ratios if required) – per hour	\$37.50	\$38.50	per person	MP
Pool Hire				
1 x Whole Pool Hire – per hour weekday	\$251.50	\$258.00	per hour	MP
1 x Whole Pool Hire – per hour weeknight	\$274.50	\$281.50	per hour	MP
1 x Whole Pool Hire – per hour weekend day	\$274.50	\$281.50	per hour	MP
1 x Whole Pool Hire – per hour weekend night	\$303.00	\$311.00	per hour	MP
50m Pool Lane Hire 1 Lane – per hour (Commercial Hire)	\$56.50	\$58.00	per hour	MP
50m Pool Lane Hire 1 Lane – per hour (Community Group)	\$42.50	\$44.00	per hour	MP
25m Lane Hire – per hour (Commercial Hire)	\$47.50	\$49.00	per hour	MP
25m Lane Hire – per hour (Community Group)	\$37.00	\$38.00	per hour	MP
Program Pool (Commercial Hire)	\$98.00	\$100.50	per hour	MP
Program Pool (Community Group)	\$74.50	\$76.50	per hour	MP
Meeting Rooms				
Meeting Room Hire – per hour (Community)	\$54.00	\$55.50	per hour	MP
Meeting Room Hire – per hour (Corporate)	\$66.50	\$68.50	per hour	MP
Cleaning Fee – per booking	\$126.00	\$129.50	per unit	MP
Other Services				
Operational Staff – per hour	\$40.50	\$42.00	per hour	MP
Contract Security Staff	\$63.00	\$65.00	per hour	MP
Kids Holiday Fun Days	\$61.00	\$63.00	per person	MP
Lockers – per hour (Casual)	\$2.30	\$2.40	per hour	MP



Year 23/24 Year 24/25
Name Fee Fee Unit Pricing
(incl. GST) (incl. GST)

Merrylands, Guildford, Granville and Wentworthville Swimming Centres

General Public

NOTE:

- Parents/Guardians attending Council run Learn to Swim Free (Max. of 2 per Learn to Swim class)
- Primary Carers/Companion Card Holders (accompanying an Elderly or Disabled) Free
- Free entry provided on Tuesdays and Thursdays for Cumberland City Council residents who hold a Pensioners or Senior Card

Adults	\$7.00	\$7.00	per person	MCR
Children (under 16 years)	\$5.00	\$5.00	per person	MCR
Pensioners, Seniors Card holders and Students	\$5.90	\$5.90	per person	MCR
Spectators – General Admission including non-swimmers	\$4.70	\$4.70	per person	MCR
Spectators attending Council run Learn to Swim and Coaching classes		No Charge	per person	MCR
Children (5 years and under)		No Charge	per person	MCR
School Groups (supervised)	\$5.20	\$5.20	per person	MCR
Club Members (supervised during club events only)	\$5.20	\$5.20	per person	MCR
Family Pass – Two adults and two children, OR one adult and three children	\$18.00	\$18.00	per pass	MCR
Concession Tickets				
Adults – 20 Visits	\$110.50	\$110.50	per pass	MCR
Pension Children and Spectators – 20 Visits	\$87.50	\$87.50	per pass	MCR
Club Member – 20 Visits (supervised during club events only)	\$56.50	\$56.50	per pass	MCR
Replacement Member Card				
Replacement Member Card	\$6.20	\$6.20	per card	SCR
New card/ key fee	\$50.00	\$50.00	per key	MCR

Blue Membership - Swim Only

All membership passes expire as per the terms & conditions.

New Pricing Policy:

- Upfront memberships receive a 10% discount.
- Pensioners, Concession Card Holders & Students receive a 20% discount on all memberships.

Community Rate

1 Month Upfront Price	\$0.00	\$60.00	per duration	MCR
1 Month Fortnightly Direct Debit	\$0.00	\$33.00	per duration	MCR
3 Months Upfront Price	\$0.00	\$162.00	per duration	MCR
3 Months Fortnightly Direct Debit	\$0.00	\$30.00	per duration	MCR
6 Months Upfront Price	\$0.00	\$288.00	per duration	MCR
6 Months Fortnightly Direct Debit	\$0.00	\$24.50	per duration	MCR
12 Months Upfront Price	\$0.00	\$504.00	per duration	MCR
12 Months Fortnightly Direct Debit	\$0.00	\$21.50	per duration	MCR
Pensioner & Student Rate				
1 Month Upfront Price	\$0.00	\$48.00	per duration	MCR

\$0.00

\$26.50

1 Month Fortnightly Direct Debit

MCR

per duration



Name	Year 23/24 Fee	Year 24/25 Fee	Unit	Pricing
nume	(incl. GST)	(incl. GST)	Oille	1 110111
Pensioner & Student Rate [continued]				
3 Months Upfront Price	\$0.00	\$130.00	per duration	MCR
3 Months Fortnightly Direct Debit	\$0.00	\$24.00	per duration	MCR
6 Months Upfront Price	\$0.00	\$230.50	per duration	MCR
6 Months Fortnightly Direct Debit	\$0.00	\$19.60	per duration	MCR
12 Months Upfront Price	\$0.00	\$404.00	per duration	MCR
12 Months Fortnightly Direct Debit	\$0.00	\$17.20	per duration	MCR
ocker Hire				
Hire Fee	\$2.10	\$2.10	per hire	MP
Carnivals				
Infant and Toddler pools (Guildford and Merrylands) - 10% of the main pool	fee per hour G	Centre	per hour	SCR
Leisure Pool (Granville / Training Pool Merrylands) Hire 25% of the		. GST: \$22.50	per hour	SCR
main pool	25% of the main pool hire rate per hour		per rioui	301
Small Carnival cancellation fee	Min. Fee excl. GST: \$51.70		nor ovent	MCD
	20% 01 (original full fee	per event	MCR
Cancellation within 2 days.				
Small Carnival cancellation fee	10% of or	iginal full fee.	per event	MCR
Cancellation within 7 days.				
Outdoor 50m Pool Rates – (Granville, Merrylands & Wentworthville) Rates Weekday	\$254.50	\$254.50	per hour	MCR
Outdoor 50m Pool Rates – (Granville, Merrylands & Wentworthville) Rates Weeknight	\$285.50	\$285.50	per hour	MCR
Outdoor 50m Pool Rates – (Granville, Merrylands & Wentworthville) Rates Weekend – Day	\$285.50	\$285.50	per hour	MCR
Outdoor 50m Pool Rates – (Granville, Merrylands & Wentworthville) Rates Weekend - Night	\$319.00	\$319.00	per hour	MCR
Indoor 25m Pool Rates – (Guildford) – Weekday	\$273.00	\$273.00	per hour	MCR
Indoor 25m Pool Rates – (Guildford) – Weeknight	\$304.00	\$304.00	per hour	MCR
Indoor 25m Pool Rates – (Guildford) Weekend – Day	\$304.00	\$304.00	per hour	MCR
Indoor 25m Pool Rates – (Guildford) Weekend – Night	\$319.00	\$319.00	per hour	MCR
Outdoor 25m Pool Rates – (Granville, Guildford & Wentworthville) Weekday	\$191.00	\$191.00	per hour	MCR
Outdoor 25m Pool Rates – (Granville, Guildford & Wentworthville) Weeknight	\$215.50	\$215.50	per hour	MCR
Outdoor 25m Pool Rates – (Granville, Guildford & Wentworthville) Weekend – Day	\$215.50	\$215.50	per hour	MCR
Outdoor 25m Pool Rates – (Granville, Guildford & Wentworthville) Weekend – Night	\$254.50	\$254.50	per hour	MCR
1 x 50m Lane	\$44.50	\$44.50	per hour	MCR
1 x 25m Lane, Beach Entry or Splash Pad (Wentworthville)	\$39.00	\$39.00	per hour	MCR
Meeting / Program Room – Community Hire	\$56.00	\$56.00	per hour	MCR
Meeting / Program Room – Corporate Hire	\$68.50	\$68.50	per hour	MCR



				•
Name	Year 23/24 Fee (incl. GST)	Year 24/25 Fee (incl. GST)	Unit	Pricing
For All Swimming Carnivals				
For All Swimming Carnivals	For All Swimr	ning Carnivals	per carnivals	MCR
1. Non local groups/schools to pay an additional 10% on the above fe 2. Re-entry fee applicable after 30 minutes or upon return to Swim Ce		d food.		
Water Polo Games per person (Minimum charge of 20	players per ga	me)		
Water Polo Games Adult	\$9.60	\$9.60	per entry	MCR
Water Polo Games Child	\$8.50	\$8.50	per entry	MCR
Merrylands, Guildford, Granville and Wentwo	rthville Swim	ming Cent	res	
Joining Fee – One per child (Includes Welcome pack)	\$21.00	\$21.00	per enrolment	MCR
Police Aquatic Assessment	\$11.00	\$11.00	per assessment	S
Learn To Swim Programs All Swim Centres - Merrylands, Guildford, Granville &	Wentworthville			
Access & Inclusion Program	\$18.40	\$18.40	per lesson	SCR
Swim & Survive - Advanced Program	\$17.40	\$17.40	per session	SCR
Swim School Trial Drop-In Fee (Maximum 2 sessions per child)	\$10.00	\$10.00	per lesson	SCR
Little Wonders Program Teenage Program	\$20.00 \$20.00	\$20.00 \$20.00	per lesson	SCR SCR
School Age Program	\$20.00	\$20.00	per lesson	SCR
Adult Program	\$24.50	\$24.50	per lesson	SCR
Private Tuition				
Staff Member Hire		r Hire - \$42.50 per hour	per hour	SCR
Water Safety Theory Class	Water Safety	I. GST: \$38.64	per session	SCR
water safety meory class		00 per session	per session	JUIN
	Min. Fee ex	cl. GST: \$4.55		
One on One 1/2 hour	\$53.00	\$53.00	per lesson	SCR
One on Two 1/2 hour (per person)	\$45.00	\$45.00	per lesson	SCR
School Holiday Programs				
Holiday Intensive Program	\$18.20	\$18.20	per lesson	SCR
Holiday Workshop – 2 hours	\$57.50	\$57.50	per lesson	SCR
Squad Program				
Development Squad				
Swim Fit Program	\$18.00	\$18.00	per session	SCR
Competitive Squad				
Performance Squad Program	\$157.00	\$157.00	per month	SCR



Name	Year 23/24 Fee (incl. GST)	Year 24/25 Fee (incl. GST)	Unit	Pricing
Aqua Fitness Programs				
All Swim Centres - Merrylands, Guildford, Granville & W	entworthville			
Group Fitness - Single Entry	\$15.00	\$12.00	per lesson	SCR
10 Visit Aqua – Fitness Pass	\$135.00	\$100.00	one year expiry	SCR
School Group Programs				
High School Lifesaving Program		ool Lifesaving 24.50 per day	per person	SCR
		. GST: \$24.50		
School Group Lesson	\$10.20	\$10.20	per lesson	SCR
Discounts and Incentives (Learn to Swim)				
Families and Participants		and Incentives earn to Swim)	per enrollment	SCR
		and incentives earn to Swim)		
1. 10% Discount for third and subsequent children in the same immediate Programs (excl. squad programs).	e family for all Lit	tle Wonders and	d Swim and Survive	
2. Discount for multiple sessions per week for all Little Wonders & Swim 2x per week = 10% 3x per week = 15% 4x per week = 20% 5x per week = 25%	& Survive Progra	nms.		
3. Participants enrolled in any swim school programs will receive free en Accompanying patrons will be required to pay entry fees.	try into the Swim	centres during	the enrolled period.	

Memberships & Fitness Services - Gyms & Wellness

Granville Swim Centre Gym & Eric Tweedale Stadium Gym

Gold Membership: Gym, Wellness & Swim

Silver Membership: Gym & Swim or Wellness & Swim Bronze Membership: Gym Only or Wellness Only Pricing Policy:

- Upfront memberships receive a 10% discount.
- Cumberland Residents who are Pensioners, Concession Card Holders & Students receive a 20% discount on all memberships.

Community Rate

Casual Visit - Gym or Wellness Class	\$0.00	\$18.00	per entry	MCR
10 Visit Pass - Gym or Wellness Class	\$0.00	\$162.00	per pass	MCR
Gold Membership				
1 Month Upfront Price	\$0.00	\$120.00	per duration	MCR
1 Month Fortnightly Direct Debit	\$0.00	\$66.00	per duration	MCR
3 Months Upfront Price	\$0.00	\$324.00	per duration	MCR
3 Months Fortnightly Direct Debit	\$0.00	\$59.50	per duration	MCR
6 Months Upfront Price	\$0.00	\$576.00	per duration	MCR
6 Months Fortnightly Direct Debit	\$0.00	\$49.00	per duration	MCR



Name	Year 23/24 Fee (incl. GST)	Year 24/25 Fee (incl. GST)	Unit	Pricin
	(/			
Gold Membership [continued]				
12 Months Upfront Price	\$0.00	\$1,010.00	per duration	MCR
12 Months Fortnightly Direct Debit	\$0.00	\$43.00	per duration	MCF
Silver Membership				
1 Month Upfront Price	\$0.00	\$100.00	per duration	MCF
1 Month Fortnightly Direct Debit	\$0.00	\$55.00	per duration	MCF
3 Months Upfront Price	\$0.00	\$270.00	per duration	MCF
3 Months Fortnightly Direct Debit	\$0.00	\$49.50	per duration	MCF
6 Months Upfront Price	\$0.00	\$480.00	per duration	MCF
6 Months Fortnightly Direct Debit	\$0.00	\$41.00	per duration	MCF
12 Months Upfront Price	\$0.00	\$840.00	per duration	MCF
12 Months Fortnightly Direct Debit	\$0.00	\$36.00	per duration	MCF
Bronze Membership				
1 Month Upfront Price	\$0.00	\$80.00	per duration	MCR
1 Month Fortnightly Direct Debit	\$0.00	\$44.00	per duration	MCF
3 Months Upfront Price	\$0.00	\$216.00	per duration	MCF
3 Months Fortnightly Direct Debit	\$0.00	\$40.00	per duration	MCF
6 Months Upfront Price	\$0.00	\$384.00	per duration	MCF
6 Month Fortnightly Direct Debit	\$0.00	\$32.50	per duration	MCF
12 Months Upfront Price	\$0.00	\$672.00	per duration	MCF
12 Month Fortnightly Direct Debit	\$0.00	\$28.50	per duration	MCF
Pensioner & Student Rate				
Casual Visit - Gym or Wellness Class	\$0.00	\$15.00	per entry	MCF
10 Visit Pass - Gym or Wellness Class	\$0.00	\$135.00	per pass	MCF
Gold Membership				
1 Month Upfront Price	\$0.00	\$96.00	per duration	MCF
1 Month Fortnightly Direct Debit	\$0.00	\$52.80	per duration	MCF
3 Months Upfront Price	\$0.00	\$259.50	per duration	MCF
3 Months Fortnightly Direct Debit	\$0.00	\$47.50	per duration	MCF
6 Months Upfront Price	\$0.00	\$461.00	per duration	MCF
6 Months Fortnightly Direct Debit	\$0.00	\$39.00	per duration	MCF
12 Months Upfront Price	\$0.00	\$807.00	per duration	MCF
12 Months Fortnightly Direct Debit	\$0.00	\$34.50	per duration	MCF
Silver Membership				
1 Month Upfront Price	\$0.00	\$80.00	per duration	MCF
1 Month Fortnightly Direct Debit	\$0.00	\$44.00	per duration	MCF
3 Months Upfront Price	\$0.00	\$216.00	per duration	MCF
3 Months Fortnightly Direct Debit	\$0.00	\$40.00	per duration	MCF
6 Months Upfront Price	\$0.00	\$384.00	per duration	MCF
6 Months Fortnightly Direct Debit	\$0.00	\$32.50	per duration	MCF
12 Months Upfront Price	\$0.00	\$672.00	per duration	MCF

C04/24-495 – Attachment 2



Name	Year 23/24 Fee (incl. GST)	Year 24/25 Fee (incl. GST)	Unit	Pricing
Silver Membership [continued]				
12 Months Fortnightly Direct Debit	\$0.00	\$28.50	per duration	MCR
Bronze Membership				
1 Month Upfront Price	\$0.00	\$64.00	per duration	MCR
1 Month Fortnightly Direct Debit	\$0.00	\$35.50	per duration	MCR
3 Months Upfront Price	\$0.00	\$173.00	per duration	MCR
3 Months Fortnightly Direct Debit	\$0.00	\$32.00	per duration	MCR
6 Months Upfront Price	\$0.00	\$308.00	per duration	MCR
6 Months Fortnightly Direct Debit	\$0.00	\$26.00	per duration	MCR
12 Months Upfront Price	\$0.00	\$538.00	per duration	MCR
12 Months Fortnightly Direct Debit	\$0.00	\$23.00	per duration	MCR
Fitness Services				
Written Programmes				
Plan fee	\$31.50	\$32.50	per plan	MCR
Fitness Assessment	\$0.00	\$50.00	per fitness assessment	MCR
P/T Residency				
Monthly fee	\$214.50	\$220.00	per month	MCR



Name	Year 23/24 Fee (incl. GST)	Year 24/25 Fee (incl. GST)	Unit	Pricing
ENGINEERING				
CONSTRUCTION CERTIFICATE				
Subdivision Work Inspection	\$248.00	\$260.00	per hour	SCR
INSPECTION FEES				
On-Site Stormwater Detention Inspection				
Regular Maintenance Inspection / Re-inspection	\$228.50	\$240.00	per hour	SCR
Other				
Request for Catchment Map	\$297.00	\$312.00	per property	SCR
Request for Catchment Map. Payment is required prior to issue of the Cadays upon receipt.	atchment Map. P	rocessing time i	s minimum of 10 wor	rking
Flood advice letter	\$0.00	\$220.00	per item	SCR
Purchase of Signage: Confined space	\$43.50	\$46.00	per item	SCR
Purchase of Signage: OSD identification	\$19.40	\$20.00	per item	SCR
Purchase of Signage: Flood warning sign	\$78.50	\$82.00	per item	SCR
Drainage Pit Inspection	\$275.00	\$289.00	per item	SCR
Infrastructure Inspection	Ф27 Г 00	¢200.00	nor application	CCD
Infrastructure Inspection Fee for Construction Certificate & Complying Development Certificate Application	\$275.00	\$289.00	per application	SCR
Driveway Inspection Fee – 2 inspections (Formwork and Final inspection) – Residential	\$405.00	\$426.00	per driveway	SCR
Subsequent Inspections – Residential	\$153.00	\$161.00	per driveway	SCR
Driveway Inspection Fee – 2 inspections (Formwork and Final inspection) – Heavy Duty	\$806.00	\$847.00	per driveway	SCR
Subsequent Inspections – Heavy Duty	\$304.00	\$320.00	per driveway	SCR
Minor Engineering Inspection Fee	\$153.00	\$161.00	per inspection	SCR
Driveway / Footpath Dilapidation Inspection	\$153.00	\$161.00	each	SCR
Stormwater Works				
Stormwater drainage connection	\$275.00	\$289.00	per connection	SCR
Park Excavations Fees				
Stormwater, Drains, Sewers, etc.	\$137.50	\$145.00	per metre	SCR
Certificates				
Section 88G Certificate under the Conveyancing Act 1919, If no inspection of property required	\$45.50	\$48.00	per certificate	SCR
Section 88G Certificate under the Conveyancing Act 1919, If inspection of property required	\$82.50	\$87.00	per certificate	SCR
Section 88G Certificate under the Conveyancing Act 1919, Additional inspection for non-compliance works	\$153.00	\$161.00	per inspection	SCR



Name	Year 23/24 Fee (incl. GST)	Year 24/25 Fee (incl. GST)	Unit	Pricing
Document Signing Fee				
Signing Legal documents	\$395.00	\$415.00	per document	SCR
GENERAL ENGINEERING CHARGES AND B General Fees	ONDS			
Professional Officer's time (Not referred to specifically elsewhere.)	\$350.00	\$368.00	per hour	SCR
Includes, advice/re-design of stormwater drainage plans and associated services, inclusive of those associated with related Council programs	d civil works, writt	en professional	advice, other special	ised
Professional Fees Weekdays First hour or part thereof and	\$350.00	\$368.00	per hour	SCR
Professional Fees Weekdays Every 30 mins. thereafter	\$175.00	\$184.00	per 30 mins	SCR
Professional Fees Call out First hour or part thereof and	\$523.00	\$550.00	per hour	SCR
Professional Fees Call out Every 30 mins. thereafter	\$261.50	\$275.00	per 30 mins	SCR
Design Specifications and Inspection Fee for Kerb and Gutter or Footpath (new developments) -Up to 20m: (Base Fee)	\$332.00	\$349.00	base fee plus	SCR
Design Specifications and Inspection Fee for Kerb and Gutter or Footpath (new developments) – Over 20m: Base Fee PLUS per Lin Metre	\$13.60	\$14.40	per linear metre	SCR
Building Line Levels				
Building Line levels up to 15m frontage	\$110.50	\$116.00	each	SCR
Plus per metre for Building Line levels in excess of 15m frontage	\$8.00	\$8.40	per metre	SCR
Line Marking For Access Driveways				
Line Marking (Edge lines) for Access Driveways – Initial or Subsequent marking	\$153.00	\$161.00	per application	SCR
Line Marking Compliance letter related to engineering works within road reserve	\$153.00	\$161.00	per application	SCR
On-Site Detention Bond				
Refundable Bond	\$7,360.00	\$7,700.00	per application	SD
Kerb Crossing Bond (Related to Driveways)				
Refundable Bond Domestic Access Driveways	\$3,790.00	\$3,900.00	per crossing	SD
Refundable Residential Mixed Use and Industrial Bond Access Driveways	\$6,385.00	\$6,700.00	per crossing	SD
Damage Bond - Building Construction				
Residential Properties				
New Dwelling	\$2,145.00	\$2,250.00	per property	SD
In-ground Swimming Pool	\$2,145.00	\$2,250.00	per property	SD
Dwelling additions, garages, etc. where Council's estimated value of work > \$10,000 but < \$50,000	\$1,085.00	\$1,140.00	per property	SD
Dwelling additions, garages, etc. where Council's estimated value of work > \$50,000	\$2,145.00	\$2,250.00	per property	SD
Dual Occupancies	\$0.00	\$3,175.00	per property	SD



Name	Year 23/24 Fee (incl. GST)	Year 24/25 Fee (incl. GST)	Unit	Pricing
Residential Buildings				
Town houses and residential flat building	\$130.50	\$137.00	per metre frontage	SD
\$137.00 per metre frontage, the minimum fee payable is for 25 metres, a	nd maximum fee	e payable is for 7	75 metres.	
Shops & Commercial Buildings				
Shops & Commercial Buildings	\$227.50	\$239.00	per metre frontage	SD
\$239.00 per metre frontage, the minimum fee payable is for 15 metres, a	nd maximum fee	e payable is for 6	60 metres.	
Industrial Buildings				
Industrial Buildings	\$130.50	\$137.00	per metre frontage	SD
\$137.00 per metre frontage, the minimum fee payable is for 25 metres, a	nd maximum fee	e payable is for 7	75 metres.	
Administration Fees for Bond				
Administration fee for any bond related to incomplete works on request of an applicant	2	2% (Min.\$200)	per annum	SCR
Temporary Rock Anchors License				
Application Fee	\$1,675.00	\$1,760.00	per application	SCR
Licence Fee	\$558.00	\$586.00	per anchor	SCR
Bond up to 10 anchors, plus \$2,500 per anchor over 10	\$55,700.00	\$58,480.00	per application	SD
Hoarding Structure				
Application Fee Plus Type A – Fence type	\$443.00	\$466.00	per application	SCR
Application Fee Plus Type B and Overhead type	\$881.00	\$926.00	per application	SCR
"A" Class Hoarding or Fence	\$44.50	\$47.00	fee plus linear metre per month	SCR
"B" Class Hoarding	\$87.50	\$92.00	fee plus linear metre per month	SCR
Refundable Hoarding Bond up to 20 meters	\$4,915.00	\$5,165.00	each application	SD
Plus per 5 metre of hoarding length in excess of 20 meters	\$1,245.00	\$1,300.00	per every 5 metres	SD

Road Occupancy Licence (Short Term) - Up To 2 Storey Buildings

This type of licence is suitable for single day and minor work activity. All equipment and traffic control devices removed at the end of day and traffic conditions reinstated. A traffic control plan (TCP) is required at the time of application lodgement. This type of licence excludes development sites of more than 2-storey

Application Fee (including first day)	\$215.50	\$226.00	per licence	SCR
Subsequent days	\$109.50	\$115.00	per day	SCR
Subsequent application for the same site made within 7 days of license expiry (including first day) Plus	\$109.50	\$115.00	per license	SCR
Subsequent days	\$109.50	\$115.00	per day	SCR
Urgent Fee (Subject to availability)	\$91.00	\$96.00	per licence	SCR



Year 23/24 Year 24/25
Name Fee Fee Unit Pricing
(incl. GST) (incl. GST)

Road Occupancy Licence (Short Term) - More Than 2 Storeys

This type of licence is required for the development of more than 2-storey buildings. All equipment and traffic control devices removed at the end of day and traffic conditions reinstated. A traffic control plan (TCP) is required at the time of application lodgement.

Road Occupancy licence will be granted in conjunction with WORKS ZONE.

Application Fee Plus	\$121.00	\$127.00	per licence	SCR
Application fee is waived if a subsequent occupancy application is subm same address	itted within sever	n (7) days of initi	al occupancy date for	the

Kerb Lane Closure: (Parking Lane)

For Kerb Lane Up to 30 Metres	\$145.00	\$152.00	per day	SCR
For Kerb Lane More Than 30 Metres or Part Thereof	\$180.50	\$190.00	per day/per 30m	SCR
Note: Road occupancy will be given to the development site frontage only	у			

Travel Lane Closure (Second Lane)

These fees are in addition to the Kerb Lane Closure

For Travel Lane Up to 30 Metres	\$240.50	\$253.00	per day	SCR
For Travel Lane More Than 30 Metres or Part Thereof	\$301.00	\$317.00	per day/per 30m	SCR
Note: Road occupancy will be given to the development site frontage onl	ly			

Additional Travel Lane Closure (Third Lane)

These fees are in addition to the Kerb Lane Closure and 2nd Lane Closure

For Travel Lane (3rd Lane) Up To 30 Metres	\$481.00	\$506.00	per day	SCR
For Travel Lane (3rd Lane) 30 Metres or Part Thereof	\$601.00	\$632.00	per day/per 30m	SCR
Note: Road occupancy will be given to the development site frontage only	у			
Urgent Fee (Subject to availability)	\$91.00	\$96.00	per licence	SCR

WORKS/CONSTRUCTION ZONES

All development sites, more than 2-storeys, require a "Works Zone" application. Provision of a Works Zone is subject to approval by the Cumberland Traffic Committee. The length of the works zone approved will be determined by the Manager Engineering and Building. Occasional traffic control during loading/unloading of materials is permitted following approval of a traffic control plan (TCP) by Council.

Work/construction zones application fee	\$215.50	\$226.00	per licence	SCR
Per 6 metre space/week within roadway	\$137.50	\$144.00	per week	SCR
Min. 13 weeks and subject to CLTC approval - Over 18m length pro rata	rate is applicable	е		
Per 12 square meter of space/week for road verges, footpaths, carparks	\$137.50	\$144.00	per week	SCR
Installation of post and sign (per pair)	\$591.00	\$621.00	per pair	SCR
Urgency fee for Works Zone approval in 6 weeks (in addition to application fee)	\$726.00	\$763.00	per application	SCR
Application for a public place (footpath and road) occupation for Local Government, State and Federal Elections	\$31.50	\$33.00	per application	SCR

TOWER CRANES OVER PUBLIC ROADS

(S68 Part E Approval Fee and S138 of Roads Act 1993 as amended)



Name	Year 23/24 Fee (incl. GST)	Year 24/25 Fee (incl. GST)	Unit	Pricing
TOWER CRANES OVER PUBLIC ROADS [co	ontinued]			
Tower Crane Application Fee	\$602.00	\$633.00	per application	SCR
Tower Crane Monthly Fee – Slewing Over Council Property WITH Work Zone	\$602.00	\$633.00	per month	SCR
Tower Crane Monthly Fee - Slewing Over Council Property WITHOUT Work Zone	\$1,205.00	\$1,270.00	per month	SCR
TRAFFIC MANAGEMENT				
Residential Parking Scheme Permit (limit applies)	\$12.00	\$12.60	per permit	MCR
Application for Traffic Management Plan (Related to Development Activity)	\$350.00	\$368.00	per application	SCR
Note: Traffic Management Plan approval does not grant an AUTOMATI approval for Road Occupancy is required to be obtained from Council	IC approval of Ro	ad Occupancy l	icenses. A separate	
Traffic Counts	\$663.00	\$697.00	per report	SCR
Assessment of Construction Traffic Management Plan related to Developments	\$374.00	\$393.00	per application	SCR
CHARGES FOR PREPAID WORK				
Concrete Work				
75 mm concrete footpath- Min. Charge for 2 square meter	\$417.00	\$438.00	per sqm	FCR
Brick Paving or Pavers- Min. Charge for 2 square meter	\$1,015.00	\$1,070.00	per sqm	FCR
150 mm concrete driveway- Min. Charge for 2 square meter	\$477.00	\$501.00	per sqm	FCR
200 mm concrete driveway- Min. Charge for 2 square meter	\$596.00	\$626.00	per sqm	FCR
Dished gutter crossing existing Kerb and Gutter- Min. Charge for 2 square meter	\$596.00	\$626.00	per m	FCR
Dished gutter crossing no Kerb and Gutter- Min. Charge for 2 meter	\$596.00	\$626.00	per m	FCR
Kerb and Gutter- Min. Charge for 2 meter	\$536.00	\$563.00	per m	FCR
Kerb only- Min. Charge for 2 meter	\$357.00	\$375.00	per m	FCR
50 mm Asphaltic Concrete/Road Works- Min. Charge for 2 square meter	\$207.50	\$218.00	per sqm	SCR

Removal Of Driveways/Kerb & Gutter/Footpath/Cycle Ways

A minimum charge equal to 1 Unit will apply to all charges

Removal of cycle way- Min. Charge for 2 square meter	\$119.50	\$125.00	per sqm	FCR
Removal of footpath- Min. Charge for 2 square meter	\$81.50	\$86.00	per sqm	FCR
Removal of Kerb & Gutter (450 mm gutter)- Min. Charge for 2 meter	\$119.50	\$125.00	per linear metre	FCR
Removal of Kerb & Gutter (600-900 mm gutter)- Min. Charge for 2 meter	\$173.50	\$182.00	per linear metre	FCR
Residential (Driveways)- Min. Charge for 2 square meter	\$130.50	\$137.00	per sqm	FCR
Commercial/Industrial (Driveways)- Min. Charge for 2 square meter	\$184.50	\$194.00	per sqm	FCR
Heavy Duty (Driveways)- Min. Charge for 2 square meter	\$249.00	\$261.00	per sqm	FCR
Additional charge for night work	\$3,790.00	\$3,980.00	per night	FCR



Name	Year 23/24 Fee (incl. GST)	Year 24/25 Fee (incl. GST)	Unit	Pricing
ROAD RESTORATION CHARGES				
Pavements				
Asphaltic concrete with cement concrete base- Min. Charge for 2 square meter	\$953.00	\$1,000.00	per sqm	FCR
Cement concrete- Min. Charge for 2 square meter Asphaltic concrete on other classes of base- Min. Charge for 2 square meter	\$953.00 \$423.00	\$1,000.00 \$445.00	per sqm per sqm	FCR FCR
Footpaths				
Nature Strip Restoration	\$160.00	\$168.00	per sqm	FCR
Concrete- Min. Charge for 2 square meter	\$380.00	\$400.00	per sqm	FCR
Brick Paving or Pavers and Interlocking Pavers- Min. Charge for 2 square meter	\$1,575.00	\$1,655.00	per sqm	FCR
Bitumen/Asphalt- Min. Charge for 2 square meter	\$423.00	\$445.00	per sqm	FCR
Town Centre Pavers- Min. Charge for 2 square meter	\$1,625.00	\$1,710.00	per sqm	FCR
Driveways (Vehicular Access)				
Residential (130mm thick)- Min. Charge for 2 square meter	\$380.00	\$465.00	per sqm	FCR
Medium Duty (150mm thick)- Min. Charge for 2 square meter	\$433.00	\$495.00	per sqm	FCR
Heavy Duty (200mm thick)- Min. Charge for 2 square meter	\$541.00	\$569.00	per sqm	FCR
Town Centre Pavers- Min. Charge for 2 square meter	\$1,950.00	\$2,050.00	per application	FCR
Kerb And Gutter				
Concrete Kerb and Gutter and Layback- Min. Charge is 2m for Kerb & Gutter and 3.6m for Laybacks	\$488.00	\$595.00	per metre	FCR
Dish crossing (standard or heavy duty) at intersection- Min. Charge for 2 meters	\$541.00	\$595.00	per metre	FCR
Kerb only (subject to approval)- Min. charge for 2 meters	\$325.00	\$342.00	per metre	FCR
Gutter only (subject to approval)- Min. charge for 2 meters	\$325.00	\$342.00	per metre	FCR
Gully Pit Lintels	\$2,705.00	\$2,845.00	each	FCR
Kerb Ramps	\$4,330.00	\$4,550.00	each	FCR
Other Public Domain Works				
Tactile Indicator	Price	on application	per application	FCR
Line Marking	Price	on application	per application	FCR
Drainage or Utility Pit Adjustment	Price	on application	per application	FCR
Traffic Facilities	Price	on application	per application	FCR
Fencing	Price	on application	per application	FCR
Guardrail		on application	per application	FCR
Street Furniture (Public waste receptacles, seats, signage etc)	Price	on application	per application	FCR
Concrete Public Domain Works				
Concrete Footpaving/Cycleways Inspections	\$17.40	\$18.40	per metre	SCR
Additional Surcharges				
Concrete Plant Opening Fee	Price	on application	per night	FCR



Name	Year 23/24 Fee (incl. GST)	Year 24/25 Fee (incl. GST)	Unit	Pricing
Additional Surcharges [continued]				
Contaminated Material Disposal	Price	on application	per tonne	FCR
Night, Weekend and within CBD works		30% of fee.	per night	FCR
Traffic Control	Price	on application	per night	FCR
ROAD OPENING APPLICATIONS				
Restoration charges and refundable deposit bonds may apply.				
Water/Sewer/Fire Service	\$207.50	\$218.00	per application	SCR
Stormwater Line	\$207.50	\$218.00	per application	SCR
Residential Stormwater Line across footpath to kerb	\$155.00	\$163.00	per application	SCR
Administration cost – Unauthorised Road Openings	\$475.00	\$500.00	each	SCR
Additional fee for follow up inspections due to failed initial inspection	50%	of original fee	per application	SCR
GRAFFITI REMOVAL				
Graffiti Removal (Using Chemical) or	\$52.00	\$55.00	per sqm	SCR
Graffiti Removal (Using Paint Over) or	\$35.50	\$37.00	per sqm	SCR
Graffiti Removal Flat Hourly Rate	\$194.00	\$204.00	per hour	SCR
PLANS - CHECKING, INSPECTION FEES	40 705 00	40.045.00		20
Gully Pit bond	\$2,705.00	\$2,845.00	per site	SD
Infrastructure bond - Multi dwelling <30m frontage	\$10,010.00	\$10,515.00	per site	SD
Infrastructure bond - Multi dwelling >30m frontage		5 plus \$800/m Last year fee 0 plus \$800/m	per site	SD
Infrastructure bond - RFB, commercial & industrial <30m frontage	\$2,165.00	\$2,275.00	per site	SD
Infrastructure bond - RFB, commercial & industrial >30m frontage		5 plus \$800/m Last year fee 0 plus \$800/m	per site	SD
Infrastructure bond - Single dwelling & dual occupancy	\$4,980.00	\$5,230.00	per site	SD
On-Street Works bond		Works bond – on application	per application	SD
On-Street Works Bond is for the works within council land that involves supgrade works etc.		* *	and electrical network	(
OSD Additional Audit	\$146.50	\$154.00	per audit	SCR
OSD Audit Fee	\$229.50	\$241.00	per audit	SCR
Construction Inspection – Initial	\$269.00	\$282.00	per inspection	SCR
Construction Inspection – Subsequent inspections	\$148.50	\$156.00	per inspection	SCR
Compliance letter related to engineering works within road reserve	\$72.00	\$76.00	per application	SCR
Plans Checking – New Roads (including drainage) Establishment fee	\$487.00	\$512.00	establishment plus	SCR
Plans Checking – New Roads (including drainage)	\$30.50	\$32.00	per metre	SCR
Plans Checking Drainage lines, Kerb and Gutter, Median Islands Establishment fee	\$487.00	\$512.00	establishment plus	SCR
Plans Checking Drainage lines, Kerb and Gutter, Median Islands	\$14.00	\$14.80	per metre	SCR
Other Plans	\$487.00	\$512.00	per item	SCR
Off-Road Drainage (eg. OSD, GPT's, CFS, OF) (Plan Checking fee)	\$856.00	\$899.00	per item	SCR



Mechanical sweeping

Technical Services

Name	Year 23/24 Fee (incl. GST)	Year 24/25 Fee (incl. GST)	Unit	Pricing
PLANS - CHECKING, INSPECTION FEES [cc	ontinued]			
Additional Fee for poorly prepared plans/calculations requiring further review	\$285.50	\$300.00	per item	SCR
Off-Road Drainage (eg. OSD, GPTs, CFS, OF) Inspections (minimum four required)	\$147.00	\$154.00	per inspection	SCR
STREET SIGN				
Street Sign on existing pole	\$456.00	\$479.00	per item	SCR
Street Sign plus new pole	\$724.00	\$760.00	per item	SCR
Directional Signs	\$516.00	\$542.00	per item	SCR
Application fee – General signage	\$215.50	\$226.00	per application	SCR
Application fee – Bus zone signage	\$382.00	\$400.00	per application	SCR
Street Sign Removal, supply and install a sign	\$254.50	\$267.00	per item	SCR
Street Sign Removal, supply and install additional sign	\$96.50	\$101.00	per item	SCR
Application Fee Ultra Low Impact Low Impact	\$0.00 \$276.00	\$0.00 \$290.00	per application	MCR MCR
Low Impact	\$276.00	\$290.00	per application	MCR
Medium Impact	\$552.00	\$580.00	per application	MCR
High Impact	\$885.00	\$930.00	per application	MCR
High Impact filming community consultation-application fee	\$828.00	\$870.00	per application	MCR
Filming Bond	Amount payable is determined by use, duration, and to cover all possible impacts to public lands		per application	SD
Traffic Management Plan Assessment				
Low Impact (Traffic control on local road with Police consultation)	\$184.50	\$194.00	per application	MCR
Medium Impact (Traffic control on multi-lane road with Police and RTA consultation)	\$520.00	\$546.00	per application	MCR
High Impact (Road closures with Police and RTA consultation)	\$3,075.00	\$3,230.00	per application	MCR
ADVERTISING ON PUBLIC STRUCTURES				
Annual rental per structure	\$563.00	\$592.00	per structure	SCR
COMMERCIAL CIVIL SERVICES				
Notes Delivery () execution of civil consider on land not owned by C	umberland City	Council - exclu	uding Utility Resto	rations
Note: Delivery & execution of civil service on land not owned by C	,			
Asphalt works	_	ote on request	per application	MP
	Quo	ote on request	per application per application	MP MP

Quote on request

Quote on request

per application

per application

MP

MP



 Year 23/24
 Year 24/25

 Name
 Fee
 Fee
 Unit
 Pricing

 (incl. GST)
 (incl. GST)
 (incl. GST)

PARKS AND RECREATION

Definitions

Casual:

1 – 9 sessions

Seasonal:

- 10+ sessions or 16+ hours of use a week over the course of the season
- Summer: October to March (EOIs open in mid June)
- Winter: April to September (EOIs open end of November)

Community:

- · Local Sports Clubs
- · Local Community Groups
- · Not-for-profit Organisations
- · Schools (Council): free field hire only
- · Schools (non Council): rates as listed below

Commercial:

• A business where additional 30% on listed rate below added on

Floodlights:

- Lighting charges are in addition to field / court hire
- · Seasonal: charged up front as indicated at point of EOI / Booking

Maintenance:

- · Generally the 2 weeks between seasons as determined by Council.
- Additional weeks for changeover or additional maintenance throughout seasons will be discussed with Clubs where
 possible.

Notes

- Some facilities have considerations of adjacent bookable spaces where block outs will occur.
- All pre-existing or historical usage arrangements, which incorporate other seasonal hire fees other than those shown below, will be determined on an individual basis.
- Council's Parks, Halls and other Facilities will be provided free of charge for use by local organisations to commemorate events of National Remembrance, including ANZAC Day and Remembrance Day.
- PIN access will be granted based on allocations.

SPORTING FIELDS - PROFESSIONAL

Eric Tweedale Stadium (Granville Park), Melita Stadium (Leased), Lidcombe Oval (subject to leasing arrangements)

Casual Hire Bond	\$500.00	\$500.00	per field per day	SD
Casual Hire	\$95.50	\$98.00	per field per hour	MCR
Seasonal Hire per field	\$6,305.00	\$6,465.00	per field per season	MCR
Seasonal Hire per field	\$15.00	\$15.40	per hour	MCR

SPORTING FIELDS - PREMIUM

Merrylands Oval (Merrylands Park Field 1), Mona Park 1 (George Parry Oval), Monty Bennett Oval

Casual Hire Bond	\$270.50	\$278.00	per field per day	SD
Casual Hire	\$49.00	\$50.50	per field per hour	MCR
Seasonal Hire per field	\$3,025.00	\$3,105.00	per field per season	MCR
Seasonal Hire per field	\$7.50	\$7.70	per hour	MCR

SPORTING FIELDS - LOCAL

Refers to all other sporting fields



Name	Year 23/24 Fee	Year 24/25 Fee	Unit	Pricin
	(incl. GST)	(incl. GST)		
SPORTING FIELDS - LOCAL [continued]				
Casual Hire Bond	\$270.50	\$278.00	per field per day	SD
Casual Use per mini field	\$17.00	\$17.60	per hour	MCF
Casual Hire (inc Synthetic Wicket)	\$33.50	\$34.50	per field per hour	MCF
Seasonal Hire per field	\$1,910.00	\$1,960.00	per field per season	MCF
Seasonal Hire per mini-field	\$2.70	\$2.80	per hour	MCF
Seasonal Hire per field	\$4.80	\$5.00	per hour	MCF
Seasonal Hire (Synthetic Wicket)	\$1,315.00	\$1,350.00	per field per season	MCF
Seasonal Hire per field (Synthetic Wicket)	\$3.30	\$3.40	per hour	MCF
FLOODLIGHTING				
Seasonal Hire - (Local + Premium)	\$2.50	\$2.60	per field per hour	MCF
Seasonal Hire - (Professional)	\$24.00	\$25.00	per field per hour	MCF
Casual Hire (All fields)	\$37.00	\$38.00	per field per hour	MCF
LINE MARKING				
All Sports Grounds	\$190.00	\$195.00	per field	MCF
SCHOOLS				
Local Schools: Mon-Fri 7.00am-3.30pm (Field hire only)		Free	per field	MCF
Non-Local Schools: Mon-Fri 7.00am-3.30pm (Field hire only)	Community	rate as listed	per field	MCF
Line Marking		Free	per field	MCF
		Last year fee free		
Outside of School hours	Community	rate as listed	nor field	
			per field	MCF
CRICKET			рег пета	MCF
	, Mona Park Field		per neid	MCF
	l, Mona Park Field \$18.00		per lielu	
Merrylands Oval, (Merrylands Park Field 1), Monty Bennett Oval		ds 1, 3 & 4.		MCF
Merrylands Oval, (Merrylands Park Field 1), Monty Bennett Oval Seasonal Turf Wickets	\$18.00	ds 1, 3 & 4. \$18.60	per hour	MCR MCR MCR
Merrylands Oval, (Merrylands Park Field 1), Monty Bennett Oval Seasonal Turf Wickets Seasonal Turf Practice Wickets	\$18.00 \$8.00	ds 1, 3 & 4. \$18.60 \$8.20	per hour per hour	MCF MCF
Merrylands Oval, (Merrylands Park Field 1), Monty Bennett Oval Seasonal Turf Wickets Seasonal Turf Practice Wickets Casual Use Turf Wickets Casual Use Turf Practice Wickets	\$18.00 \$8.00 \$79.50 \$39.00	ds 1, 3 & 4. \$18.60 \$8.20 \$81.50 \$40.00	per hour per hour per hour	MCF MCF
Merrylands Oval, (Merrylands Park Field 1), Monty Bennett Oval Seasonal Turf Wickets Seasonal Turf Practice Wickets Casual Use Turf Wickets Casual Use Turf Practice Wickets	\$18.00 \$8.00 \$79.50 \$39.00	ds 1, 3 & 4. \$18.60 \$8.20 \$81.50 \$40.00	per hour per hour per hour	MCF
Merrylands Oval, (Merrylands Park Field 1), Monty Bennett Oval Seasonal Turf Wickets Seasonal Turf Practice Wickets Casual Use Turf Wickets Casual Use Turf Practice Wickets NETBALL, BASKETBALL & MULTIPURPOS	\$18.00 \$8.00 \$79.50 \$39.00	ds 1, 3 & 4. \$18.60 \$8.20 \$81.50 \$40.00	per hour per hour per hour per hour	MCF MCF
Merrylands Oval, (Merrylands Park Field 1), Monty Bennett Oval Seasonal Turf Wickets Seasonal Turf Practice Wickets Casual Use Turf Wickets Casual Use Turf Practice Wickets NETBALL, BASKETBALL & MULTIPURPOS Seasonal Use Casual Use per court per hour	\$18.00 \$8.00 \$79.50 \$39.00 SE COURTS \$105.00	ds 1, 3 & 4. \$18.60 \$8.20 \$81.50 \$40.00	per hour per hour per hour per hour per court per season per court per	MCF MCF MCF
Seasonal Turf Practice Wickets Casual Use Turf Wickets Casual Use Turf Practice Wickets NETBALL, BASKETBALL & MULTIPURPOS Seasonal Use	\$18.00 \$8.00 \$79.50 \$39.00 SE COURTS \$105.00	ds 1, 3 & 4. \$18.60 \$8.20 \$81.50 \$40.00	per hour per hour per hour per hour per court per season per court per	MCF MCF MCF



Name	Year 23/24 Fee	Year 24/25 Fee	Unit	Pricing
	(incl. GST)	(incl. GST)		
RIFLE RANGE				
Seasonal Rate	\$428.00	\$445.00	per season	MCR
COLF				
GOLF				
Weekdays Adults 9 holes	\$22.00	\$23.00	per day	MCR
Weekdays Adults 18 holes	\$29.00	\$30.00	per day	MCR
Weekends and Public Holidays All Players 9 holes	\$26.00	\$27.00	per day	MCR
Weekends and Public Holidays All Players 18 holes	\$38.00	\$39.00	per day	MCR
Juniors 9 holes	\$15.50	\$16.00	per day	MCR
Juniors 18 holes	\$19.00	\$19.60	per day	MCR
Seniors / Concessions 9 holes	\$15.50	\$16.00	per day	MCR
Seniors / Concessions 18 holes	\$20.00	\$20.50	per day	MCR
Twilight All Players	\$21.00	\$22.00	per day	MCR
Rosnay – Members – weekday	\$20.00	\$20.50	per day	MCR
Rosnay – Members – weekend	\$21.00	\$22.00	per day	MCR

TENNIS

Night usage commences at:

- 7.00pm during daylight savings periods5.00pm outside of daylight savings periods

With lights	\$18.80	\$19.40	per court per hour	MCR
Without lights	\$12.60	\$13.00	per court per hour	MCR
Storage fees	\$10 per month or \$120 per annum inclusive of GST		per storage space	MCR

PERSONAL TRAINERS / FITNESS GROUPS - USE OF PERSONAL TRAINER **ZONES IN PARKS**

3 month permit - up to 3 days per week	\$252.00	\$258.50	per application	MCR
3 month permit - 4 to 7 days per week	\$1,070.00	\$1,100.00	per application	MCR
6 month permit - up to 3 days per week	\$1,785.00	\$1,830.00	per application	MCR
6 month permit - 4 to 7 days per week	\$2,235.00	\$2,295.00	per application	MCR
12 month permit - up to 7 days per week	\$3,465.00	\$3,555.00	per application	MCR
Not for Profit		Free of charge	per application	MCR

CASUAL EVENT USE FEES (SPORTING FIELDS and PASSIVE SPACES)

Casual event use - less than 200 people (can include 1 inflatable amusement, BBQ on site, 1 basic food stall)	\$279.00	\$286.00	per day	SCR
Casual event use 200 to 1000 people (mechanical amusements, food vendors)	\$2,235.00	\$2,295.00	per day	SCR
Casual event use greater than 1000 people (mechanical amusement, food vendors, fireworks)	\$5,575.00	\$5,715.00	per day	SCR
Casual event use bond less than 200 people	\$250.00	\$250.00	per application	SD
Casual event use bond 200 - 1000 people	\$2,000.00	\$2,000.00	per application	SD
Casual event use bond greater than 1000 people	\$5,000.00	\$5,000.00	per application	SD



	Year 23/24	Year 24/25		
Name	Fee	Fee	Unit	Pricing
	(incl. GST)	(incl. GST)		

Weddings (Auburn Botanical & Central Gardens & Holroyd Gardens - dedicated areas only)

Wedding Ceremonies & Photographs including entry (90mins - 2hours)

Group 1 < 100 per area	\$590.00	\$605.00	per application	MCR
Group 2 100-250 per area	\$781.00	\$805.00	per application	MCR
Additional hour fee	\$227.00	\$234.00	per application	MCR
Casual Hire Bond	\$250.00	\$250.00	per application	SD

Photography Sessions Only (Auburn Botanical Gardens and Central Gardens only)

Fee per hour including entry < 20 guests	\$175.00	\$180.00	per hour	MCR
. co poi modi mondamig ondi	+=.0.00	+=00.00	po	

Auburn Botanical Gardens Entry Fees

Non-residents between the ages of 5 - 16	\$3.00	\$3.10	per person	MCR
Non-residents Family pass (2 adults + 2 children)	\$18.00	\$18.60	per pass	MCR
Non-residents over the age of 16	\$7.00	\$7.20	per person	MCR
Entry fee for seasonal events (excluding event participants or promotional discounts)	Price on application		per application	MCR
Plus online booking fee + service charges				
Entry fee for valid companion card holders / carers when accompanying client/s	Free		per person	MCR
School Excursion Fee	Price	on application	per application	MCR
Public Excursion Fee	Price	on application	per application	MCR
- dallo Excursion 1 do	1 1100	on application	per application	

Community Picnic Area

Group 1 < 250 per area	\$375.00	\$385.00	per day	MCR
Group 2 > 250 per area	\$761.00	\$781.00	per day	MCR
Group 3 > 1000 per area	\$1,910.00	\$1,960.00	per day	MCR
Amphitheatre – Central Gardens and Auburn Botanic Gardens	\$85.50	\$88.00	per day	MCR
Yarrabee Picnic Tables – Central Gardens	\$153.00	\$157.00	per day	MCR
Pinaroo Picnic Tables – Central Gardens	\$110.00	\$113.00	per day	MCR
Campbell Hill Reserve – Large Gazebo Area	\$153.00	\$157.00	per day	MCR
Campbell Hill Reserve – Small Gazebo Area	\$77.50	\$80.00	per day	MCR
Holroyd Gardens – Large Gazebo Area	\$148.50	\$153.00	per day	MCR

CONSTRUCTION ACCESS ACROSS OPEN SPACE AND/OR OCCUPATION

Application fee	\$145.00	\$149.00	per application	MCR
Vehicle access rate per day	\$211.00	\$216.50	per day	MCR
Bond	Director Executive Operations or Oper discretion to based on	um \$1,500.00. City Services, Manager City Manager City of Spaces have of charge a fee the scope of a t and potential impacts.	per application	SD



	Year 23/24	Year 24/25		
Name	Fee	Fee	Unit	Pricing
	(incl. GST)	(incl. GST)		

ADMINISTRATION AND GOVERNANCE COPYING AND PRINTING

Copying Undertaken By Council Staff For Public Access To Documents

A4 (Colour) – per copy	\$1.50	\$1.55	per sheet	SCR
A3 (Colour) – per copy	\$3.00	\$3.10	per sheet	SCR
A4 (Black & White) – per copy	\$0.40	\$0.40	per sheet	SCR
A3 (Black & White) – per copy	\$0.60	\$0.60	per sheet	SCR
A2 (Black & White) - per copy	\$5.70	\$5.90	per sheet	SCR
A0 (Black & White) - per copy	\$10.20	\$10.60	per sheet	SCR
Microfiche Record First Sheet	\$83.50	\$86.00	per sheet	SCR
Microfiche Record Subsequent Sheet	\$7.90	\$8.10	per sheet	SCR
Provision of Information by USB Drive (32 GB)	\$57.50	\$59.00	each	SCR
Binding (comb or fusion) per document	\$2.30	\$2.40	each	SCR

Formal Application - GIPA

Formal Application – GIPA Application Fee	\$30.00	\$30.00	per application	S
Processing Fee (per hour after the first hour)	\$30.00	\$30.00	per hour	S
Personal Information about the Applicant – Application Fee	\$30.00	\$30.00	per application	S
Personal Information about the Applicant - Processing Fee – (per hour – in excess of 20 hours)	\$30.00	\$30.00	per hour exceeding first 20 hours	S
Internal Review Application Fee	\$40.00	\$40.00	per review	S
Health Records and Information Privacy Act Application Fee	\$35.50	\$36.50	per application	SCR

CONDUCT MONEY

Subpoena – Lodgement Fee	\$109.50	\$112.50	per application	SCR
Internal Ombudsman Service	•	application as by the General Manager	per application	FCR

EXPERT WITNESS FEE

In–House Experts – Preparation of evidence and attendance at Court	\$240.50	\$247.00	per hour	SCR
(per hour inclusive of all costs)				

Applicable where Council Officer is required by a party other than Council itself to attend Court in his/her capacity as a Council employee and give evidence.



	Year 23/24	Year 24/25	
Name	Fee	Fee	Unit Pricing
	(incl. GST)	(incl. GST)	

INFORMATION

GIS MAP PRODUCTION FOR EXTERNAL CLIENTS

GIS Map Printing

A4	\$11.60	\$12.00	per page	FCR
A3	\$11.60	\$12.00	per page	FCR
A2	\$25.00	\$26.00	per page	FCR
A1	\$25.00	\$26.00	per page	FCR
A0	\$25.00	\$26.00	per page	FCR

Custom Map Creation

Maps that may require substantial manipulation	\$67.50	\$70.50	per hour	ECR
Maps that may require substantial manipulation	Ψ01.30	Ψ10.50	per nour	I CIN



				•
Name	Year 23/24 Fee (incl. GST)	Year 24/25 Fee (incl. GST)	Unit	Pricing
FINANCE				
RATES AND CHARGES				
Section 603 Certificates	\$95.00	\$95.00	per certificate	S
Urgent/Faxed/Email Fee – Section 603 Certificate	\$40.00	\$41.00	per fax/email	SCR
Section 603 Cancellation/Refund Fee	\$31.50	\$32.50	per cancellation	SCR
Section 603 Copying / Fax	\$34.50	\$35.50	per copy	SCR
Copies of Deposited Plans and Strata Plans	\$25.50	\$26.50	per copy	FCR
Aggregation of Land Values	\$0.00	\$150.00	per land parcel	SCR
Statement of Account	\$77.00	\$79.00	per copy	FCR
Copy of Current Year's Rate Notice	\$7.00	\$7.00	per notice	SCR
Copy of Past Year's Rate Notice or written Rates Advice	\$20.00	\$20.00	per notice	FCR
STORMWATER MANAGEMENT CHARGE				
Residential	\$25.00	\$25.00	per assessment	S
Residential Strata	\$12.50	\$12.50	per assessment	S
Business (Capped at \$500.00 per property)	\$25.00	\$25.00	per 350sqm	S
Business Strata	\$12.50	\$12.50	per assessment	S
ADMINISTRATION				
Cheque Stop Payment Fee	\$46.00	\$47.50	per cheque	FCR
Presented Cheque Search - to identify presenters bank account	\$65.50	\$67.50	per transaction	FCR
Stale Cheque Processing Fee - (unpresented after 12 months)	\$69.50	\$71.50	per transaction	FCR
Dishonoured Payment to Council (includes bank charges)	\$25.00	\$26.00	per transaction	FCR
Administration Fees - Refunds	\$111.00	\$114.00	per transaction	FCR
Search of records to determine various deposits held by Council when no information as to date of payment or type of deposit is provided	\$101.00	\$104.00	per application	FCR
Bond Handling Fee	4% or r	minimum \$200	per bond	SD
Credit/Debit Card Merchant Fee Surcharge				
Surcharge applies to Council Admin Centres and online payment g	gateways.			
Taxable Supply	Up to 0.6% p	er transaction	per transaction	FCR
Non-Taxable Supply	Up to 0.6% p	er transaction	per transaction	FCR
Interest on Rates				
Interest on Overdue Rates and Charges (refer to Section 566 Local Government Act 1993)	9.0	0% per annum	per OLG advice	S
Property Enquiry				
Written Advice / Email Advice	\$51.00	\$52.50	per 30 minutes, or part of	SCR



Year 23/24 Year 24/25
Name Fee Fee Unit Pricing (incl. GST)

Section 611 Charges

 ${\bf S611}-{\bf Annual}$ charge relating to pipelines or other structures under Council roads

As determined by valuation in accordance with Act

as determined by valuation in accordance with SCR



	Year 23/24	Year 24/25		
Name	Fee	Fee	Unit	Pricing
	(incl. GST)	(incl. GST)		

WASTE & RECYCLING CHARGES DOMESTIC WASTE MANAGEMENT CHARGE

240L red lid garbage bin, 240L yellow lid recycling bin and 240L green lid garden organics bin (Single unit dwellings only)	\$792.00	\$832.00	per year	FCR
240L red lid garbage bin, 240L yellow lid recycling bin (former Holroyd City Council residents only)	\$710.00	\$746.00	per year	FCR
120L/140L red lid garbage bin, 240L yellow lid recycling bin and 240L green lid garden organics bin	\$610.00	\$641.00	per year	FCR
120L/140L red lid garbage bin, 240L yellow lid recycling bin (strata properties only) -some strata properties may be provided with larger bins based on these volume ratios per dwelling	\$585.00	\$615.00	per year	FCR
Availability charge where service is available but not used	\$191.00	\$201.00	per year	FCR
Additional 240L yellow lid recycling bin	\$104.00	\$109.50	per year	FCR
Additional 240L green lid garden organics bin (only available to properties with existing green waste services)	\$104.00	\$109.50	per year	FCR
Bagged garden compost (subject to availability)	\$4.20	\$4.40	per bag	SCR

COMMERCIAL WASTE MANAGEMENT CHARGE

140L Garbage bin service collection	\$12.00	\$14.00	per bin/per service	MP
240L Garbage bin service collection	\$16.80	\$17.60	per bin/per service	MP
240L Organics waste bin collection	\$6.00	\$7.00	per bin /per service	MP
240L Recycling waste bin collection	\$6.00	\$7.00	per bin /per service	MP
660L Garbage bin service collection	\$56.50	\$65.00	per bin /per service	MP
Other Commercial Services	Price	on application	per bin/per week	MP

OTHER DOMESTIC SERVICES

Administration fee for change of services	\$47.50	\$50.00	per change request	FCR
Bin wheel in / wheel out service	\$12.00	\$12.60	per bin per service	FCR
Clean-up Services (In addition to 4 allocated services per property per annum - 8 cubic metres)	\$94.00	\$99.00	per square metre	SCR

EVENT WASTE MANAGEMENT CHARGE

Parks Event Waste Removal-Supply and removal of 240L Waste Bin	\$30.50	\$32.00	per bin	SCR
Parks Event Waste Removal-Supply and removal of 660L Waste Bin	\$73.00	\$77.00	per bin	SCR
Parks Event Waste Removal-Supply and removal of 240L Recycle Bin	\$16.00	\$16.80	per bin	SCR
Garbage Compactor Hire (All plant must be operated by Cumberland City Council staff)	\$0.00	\$270.00	per hour	MP
Labour Hire - Operator	\$0.00	\$57.00	per hour (min. 4 hrs)	MP
Labour Hire - Operator (Weekends & Public Holidays)	\$0.00	\$121.00	per hour (min. 4 hrs)	MP
Tipping Fees - General Waste		Fee + GST	per tonne	FCR
Tipping Fees - Comingled Recycling		Fee + GST	per tonne	FCR



				•
Name	Year 23/24 Fee (incl. GST)	Year 24/25 Fee (incl. GST)	Unit	Pricing
COMMUNITY DEVELOPMENT				
SENIORS AND DISABILITY				
Over 55's Health				
Over 55's Health Programs - 1 hour class	\$48.50	\$50.00	per person per	MCR
Over 55's Health Programs - 2 hour class	\$71.50	\$73.50	per person per	MCR
Over 553 Frediti Frograms 2 hour class	Ψ1.30	Ψ13.30	term	WOR
Community Buses				
Community Bus (10 Seater)				
Community Groups				
Monday to Friday (after 5.00pm)	\$21.00	\$22.00	per hour	MCR
Saturday or Sunday (24 hour hire period, must be returned by midnight)	\$157.00	\$161.00	per day	MCR
Full Weekend Rate (6pm Friday to 6pm Sunday inclusive)	\$313.00	\$322.00	per weekend	MCR
Private Users				
Monday to Friday (after 5.00pm)	\$43.50	\$45.00	per hour	SCR
Saturday or Sunday (24 hour hire period, must be returned by midnight)	\$190.50	\$196.00	per day	SCR
Full Weekend Rate (6pm Friday to 6pm Sunday inclusive)	\$510.00	\$524.00	per weekend	SCR
Community Bus (20 Seater - Accessible)				
Community Groups				
Monday to Friday (after 5.00pm)	\$34.00	\$35.00	per hour	MCR
Saturday or Sunday (24 hour hire period, must be returned by midnight)	\$222.00	\$228.00	per day	MCR
Full Weekend Rate (6pm Friday to 6pm Sunday inclusive)	\$444.00	\$456.00	per weekend	MCR
Private Users				
Monday to Friday (after 5.00pm)	\$52.50	\$54.00	per hour	SCR
Saturday or Sunday (24 hour hire period, must be returned by midnight)	\$332.00	\$341.00	per day	SCR
Full Weekend Rate (6pm Friday to 6pm Sunday inclusive)	\$661.00	\$679.00	per weekend	SCR
Community Bus - Additional Fees (Community Groups &	& Private Hire	ers)		
Additional Cleaning costs if required	Cost + 10%	administration costs	per item	FCR
Breach of Hire conditions	Cost + 10%	administration costs	per breach	FCR
Loss of Keys	Cost + 10%	administration costs	per item	FCR
Damage	Cost + 10%	administration	per item	FCR

costs



Name	Year 23/24 Fee (incl. GST)	Year 24/25 Fee (incl. GST)	Unit	Pricing
Cumberland Lifestyle And Leisure Links				
NDIS Client Services and Transport	Fee as p	er NDIS Price Guide	per occasion	MCR
Activities and Outings	Cost	+ GST where applicable	per occasion	SCR
Nutrition Services				
Under 65 Meal (Non NDIS)	\$12.40	\$12.80	per meal	SCR
Centre Based Meals	\$9.80	\$10.10	per meal	MCR
National Disability Insurance Scheme (NDIS) Meal Administration and Delivery Charge	As per NDI	S Price Guide	per meal	MCR
Morning Tea - Commonwealth Home Support Programme (CHSP)	\$4.90	\$5.10	per meal	MCR
Seniors Events Lunch	\$13.00	\$13.40	per head	MCR
Seniors Events Morning Tea	\$6.80	\$7.00	per head	MCR
Petite Main Meals - Commonwealth Home Support Programme (CHSP)	\$6.50	\$6.70	per meal	MCR
Main Meal - Commonwealth Home Support Programme (CHSP)	\$8.00	\$8.20	per meal	MCR
Gourmet Salad - Commonwealth Home Support Programme (CHSP)	\$9.00	\$9.30	per meal	MCR
Gourmet Meal - Commonwealth Home Support Programme (CHSP)	\$9.50	\$9.80	per meal	MCR
Soup - Commonwealth Home Support Programme (CHSP)	\$4.00	\$4.10	per meal	MCR
Dessert - Commonwealth Home Support Programme (CHSP)	\$3.50	\$3.60	per meal	MCR
Breakfast - Commonwealth Home Support Programme (CHSP)	\$6.00	\$6.20	per meal	MCR
CHSP Customer Contribution Fee Reduction Application	For Part Pension 25% reduction of standard fee For Full Pension 50% reduction of standard fee Last year fee Part Pension 25% reduction of standard fee Full Pension 50% reduction of standard fee		per application	MCR
Social Inclusion				
Transport return trip - Commonwealth Home Support Programme (CHSP)	\$13.80	\$14.20	per occasion	MCR
Outings	Cost	+ GST where applicable	per occasion	SCR
National Disability Insurance Scheme (NDIS) Client Services and Transport	As per NDI	S Price Guide	per occasion	MCR
Outing Transport return trip - Commonwealth Home Support Programme (CHSP)	\$20.00	\$20.50	per occasion	MCR
Centre Based Activities - Commonwealth Home Support Programme (CHSP)	\$6.30	\$6.50	per occasion	MCR
Shopping Assistance - Commonwealth Home Support Programme (CHSP)	\$13.80	\$14.20	per occasion	MCR



	V 00/04	V 04/05		
Name	Year 23/24 Fee	Year 24/25 Fee	Unit	Pricing
	(incl. GST)	(incl. GST)		
Social Inclusion [continued]				
Commonwealth Home Support Programme (CHSP) Customer Contribution Fee Reduction Application	For Full Per reduction of Page 25 ^t • Fu	of standard fee	per application	MCR
Services to Commonwealth Home Care Packag	e Recipient	ts		
Home Delivered Meals – Administration Cost	\$9.80	\$10.10	per meal	SCR
Home Delivered Meals – Food Cost	\$6.50	\$6.70	per meal	SCR
Centre Based Meals – Administration Cost	\$9.80	\$10.10	per meal	SCR
Centre Based Meals – Food Cost	\$6.50	\$6.70	per meal	SCR
Wellness Day Programs (meal and transport excluded)	\$63.00	\$65.00	per day	SCR
Wellness Day Programs – Transport	\$26.50	\$27.50	per trip	SCR
Social Outings per person – 16 people or more (costs associated with the outing e.g. meal, tickets not included)	\$68.50	\$70.50	per trip per person	SCR
Social Outings per person – Less than 16 people (costs associated with the outing e.g. meal, tickets not included)	\$79.00	\$81.00	per trip per person	SCR
Shopping	\$72.00 plus 81 cents per km travelled Last year fee 72.00 plus 80 cents per km travelled		per occasion	SCR
Home Visits	\$72.00 plus 81 cents per km travelled Last year fee 72.00 plus 80 cents per km travelled		per occasion	SCR
Seniors and Disability Services				
Cancellation Fee	Programm Seniors & Disa As per NDIS Commonw	As per NDIS, nwealth Health ne Manual and ability Services Guidelines Last year fee is price guide & vealth Home & Care Support	per cancellation	MCR
COMMUNITY & BUSINESS PROGRAMS	Community	Guidelines		
Training and Workshops				
Business Support Training/Workshop/Event Fee	Cost	+ GST where applicable	per course	FCR



	Year 23/24	Year 24/25	
Name	Fee	Fee	Unit Pricing
	(incl. GST)	(incl. GST)	

Training and Workshops [continued]

Community Training/Workshop Course Fee	Cost + GST where	per course	MCR
	applicable		

GALLERY PROGRAMS AND SERVICES

Gallery Programs and Activities, Excursions, Special Events	Cost + GST where applicable	per event	MCR
Merchandise including Publications	Recommended Retail Price	per item	MP
Commission fee = 20% agreed price	Commission fee = 20% agreed price	per item	SCR
Granville Centre Art Gallery Special Event venue hire	Price on application	per day	SCR
Peacock Gallery Auburn Botanic Gardens Artist Studio private hire	Price on application	per day	MCR



 Year 23/24
 Year 24/25

 Name
 Fee
 Fee
 Unit
 Pricing

 (incl. GST)
 (incl. GST)
 (incl. GST)

CHILDREN'S SERVICES

EDUCATION & CARE

Administration Charges

Enrolment Fee	\$60.00	\$62.00	per child	MCR
Enrolment fees are applicable per child per service and are non refundal remains at the same service.	ble. Please note	annual charge if the	child	
Late pick up of children fee	\$20 plus \$1 per minute for every minute late		per minute	MCR
	Min. Fee exc	l. GST: \$20.00		

Pre-School

Family Day Care

Family Day Care Educators are self employed and set their own fees. A guideline is available from the Co-ordination Unit.

FDC Administration Levy	\$2.10	\$2.15	per child per hour	MCR	
Educator Registration and Training Fee (Includes Resources and Toy Library membership)	\$460.00	\$482.00	per registration	MCR	
The Educator registration fee is a one off fee charged to new Educators. It covers the cost of training and resources required to become an Educator.					
Transport Fee - per trip	\$52.50	\$54.00	per return trip	MCR	

Long Day Care

Long Day Care, 7am-6pm

0-3 years: 11 hour session fee	\$126.00	\$132.00	per child per day	SCR
3-5 years: 11 hour session fee	\$120.00	\$125.00	per child per day	SCR
0-3 years: 9 hour session fee	\$124.00	\$129.00	per child per day	SCR
3-5 years: 9 hour session fee	\$118.00	\$122.00	per child per day	SCR

Out Of School Hours Care

BASC Fees

5/1001000				
Before School Care	\$16.40	\$17.00	per child	MCR
Fees are charged to cover the cost of providing Education and Care Serv	vices. Council's	Children's Servio	ces are not for profit.	
After School Care	\$33.00	\$34.00	per child	MCR
Fees are charged to cover the cost of providing Education and Care Serv	vices. Council's	Children's Servio	ces are not for profit.	
Failure to Notify Fee	\$33.00	\$34.00	per occasion	SCR
Families who fail to notify the service that their child will be absent from After School Care prior to the session of booked care commencing will be charged a failure to notify fee. (Notification before 2.30pm is required).				
Normal daily fees apply when the child is absent - if absenteeism is over absent days and full fees apply.	the allowable ar	mount set by DE	T, CCS is not availabl	e on



Name	Year 23/24 Fee (incl. GST)	Year 24/25 Fee (incl. GST)	Unit	Pricing
BASC Fees [continued]				
Transport Levy	\$0.00	\$15.00	per day	MCR
School Holiday Care				
Excursion Levy 1	\$16.00	\$16.50	per day	MCR
Excursion Levy 2	\$0.00	\$10.00	per day	MCR
School Holiday Program (7am - 6pm)	\$64.00	\$65.00	per day	MCR

CHILDREN'S DEVELOPMENT

CHILDREN'S SERVICES - PROGRAMS

Community Workshops and various Training Courses	Cost	t + GST where applicable	per course	SCR	
Commercial Children's Services may have the opportunity to participate cost will need to be paid. This cost may vary depending on course and a		Council Children'	s Services, to particip	ate a	
Nature Play Workshop at the Bush School	\$279.00	\$292.00	per 90 minute session	MCR	
Nature Play Workshop at Bush School in Central Gardens Nature Reserve to learn more about and connect with the Bush School					

Paint Cumberland REaD

Poppy Possum Storytime Pack – Weekdays	\$279.00	\$292.00	per 45 minute	SCR
			session	

Environment through fun activities that can be replicated at home, at a community space or Education or Care service.

Paint Cumberland REaD is an early years literacy program for children 0-5 years old which aims to work with families and the community to support the development of children's literacy skills so they are ready for reading and writing at school. Poppy, the Possum visits Education and Care services with a storyteller to run a Storytime session for the children attending the service. Poppy loves to read and writes her own books that the children can take home with them and share with their families.

Poppy Possum Storytime Pack – Weekends	\$391.00	\$410.00	per 45 min	SCR
			session	

Paint Cumberland REaD is an early years literacy program for children 0-5 years old which aims to work with families and the community to support the development of children's literacy skills so they are ready for reading and writing at school. Poppy, the Possum visits Education and Care services with a storyteller to run a Storytime session for the children attending the service. Poppy loves to read and writes her own books that the children can take home with them and share with their families. Poppy can visit for a Storytime and Rhyme Time on the weekend.



Name	Year 23/24 Fee (incl. GST)	Year 24/25 Fee (incl. GST)	Unit	Pricing
LIBRARY				
LIBRARY SERVICES				
Library Bags	\$3.20	\$3.30	per bag	FCR
Limited Edition Library Bags	\$5.00	\$5.20	per bag	FCR
Historical and Heritage Charges				
Heritage Programs	\$5.80	\$6.00	per program	FCR
Publications	\$17.40	\$18.00	per publication	FCR
Specialist historical research fees	\$84.00	\$86.50	per hour	FCR
Lost/Damaged Items				
Lost/Damaged Tags / Barcodes	\$1.90	\$1.95	per item	FCR
Replacement cost for lost damaged barcodes on all library items.				
Lost or Damaged Items Processing Fee	\$11.20	\$11.60	per item	FCR
Lost / Damaged Item (Processing Fee additional)	\$11.20	\$11.60	per item	FCR
The actual cost of the item will be charged for lost or irreparable damage system database and under \$10, this is the minimum that will be charged be replaced.				
Lost Membership Cards	\$5.80	\$6.00	per item	SCR
Reservation Fee				
Request for Library items not held (fee applies to non-residents only)	\$5.30	\$5.50	per item	FCR
Charging Libraries Inter Library Loans fee (from charging libraries where applied)	\$32.50	\$33.50	per item	FCR
Photocopying and Printing				
Card operation A4 (B&W) done by applicant	\$0.25	\$0.25	per copy	SCR
Card operation A3 (B&W) done by applicant	\$0.35	\$0.35	per copy	SCR
Card operation A4 (Colour) done by applicant	\$1.05	\$1.05	per copy	
Card operation A3 (Colour) done by applicant	\$2.50		рстсору	SCR
	Ψ2.50	\$2.55	per copy	SCR SCR
Other	Ψ2.50	\$2.55		
	\$11.60	\$2.55 \$12.00		
Other Special Events Fee Special Program Event fee			per copy	SCR
Special Events Fee	\$11.60	\$12.00	per copy	SCR SCR
Special Events Fee Special Program Event fee	\$11.60 \$2.00	\$12.00 \$2.10	per copy per event per child	SCR SCR SCR
Special Events Fee Special Program Event fee Special Program Event fee	\$11.60 \$2.00 \$3.00	\$12.00 \$2.10 \$3.10	per copy per event per child per adult	SCR SCR SCR SCR
Special Events Fee Special Program Event fee Special Program Event fee Special Program Event fee (max 3 children)	\$11.60 \$2.00 \$3.00	\$12.00 \$2.10 \$3.10	per copy per event per child per adult	SCR SCR SCR SCR
Special Events Fee Special Program Event fee Special Program Event fee Special Program Event fee (max 3 children) Book Sales	\$11.60 \$2.00 \$3.00 \$5.00	\$12.00 \$2.10 \$3.10 \$5.20	per copy per event per child per adult per family	SCR SCR SCR SCR SCR
Special Events Fee Special Program Event fee Special Program Event fee Special Program Event fee (max 3 children) Book Sales Book Sales	\$11.60 \$2.00 \$3.00 \$5.00	\$12.00 \$2.10 \$3.10 \$5.20	per copy per event per child per adult per family	SCR SCR SCR SCR SCR



Name	Year 23/24 Fee (incl. GST)	Year 24/25 Fee (incl. GST)	Unit	Pricing
Toy Library (Wentworthville Library only)				
Annual Membership – 1 Toy	\$26.50	\$15.00	per membership	FCR
Annual Membership – 2 Toys	\$42.00	\$25.00	per membership	FCR
Annual Membership – 3 Toys	\$50.50	\$30.00	per membership	FCR
Annual Membership – 5 Toys	\$61.00	\$35.00	per membership	FCR
Annual Group Membership	\$71.50	\$40.00	per membership	FCR
Lost Toy Processing Fee	\$11.60	\$12.00	per item	FCR
Lost Tag	\$6.90	\$7.10	per item	FCR
Toy Library Membership Bags	\$3.00	\$3.10	per item	FCR
Library Research Fee				
Specialist research services	\$84.00	\$86.50	per hour	FCR
Library Meeting Rooms				
Standard rate: Monday - Friday	\$26.50	\$27.50	per hour	MCR
Standard rate: Weekend (Saturday and Sunday)	\$30.50	\$31.50	per hour	MCR
Library Training Rooms Capacity: 15 Availability for hire subject to other library uses				
	#00.50	407.50		MOD
Standard rate: Monday – Friday	\$26.50	\$27.50	per hour	MCR
Standard rate: Weekend (Saturday and Sunday)	\$30.50	\$31.50	per hour	MCR

Library Study Rooms

Capacity: 4-6

Granville Library study rooms available for hire until 2:30pm, after which available as free study spaces. Availability for hire subject to other library uses.

Standard rate: Monday – Friday	\$9.90	\$10.20	per hour	MCR
Standard rate: Weekend (Saturday and Sunday)	\$11.60	\$12.00	per hour	MCR



 Year 23/24
 Year 24/25

 Name
 Fee
 Fee
 Unit
 Pricing

 (incl. GST)
 (incl. GST)
 (incl. GST)

EVENTS

SYDNEY CHERRY BLOSSOM FESTIVAL

This fee is applicable for the Sydney Cherry Blossom Festival applicants and will be quoted on application based on current market rates for services.

Cumberland City Council Resident Prices

Free entry provided to Cumberland City Council residents.

Non - Resident Prices

Prices exclude third party ticketing fees including per ticket booking fee, transaction fees, credit card fees, ticket delivery fees, any and all other fees associated with third party ticketing services.

Child (Babies and pre-schoolers 0-4)	\$0.00	\$0.00	per person per entry	SCR
Festival Entry Fee (Child 5 - 16)	\$5.00	\$5.20	per person per entry	SCR
Festival Entry Fee (Adult)	\$13.50	\$14.00	per person per entry	SCR
Family Pass (2 Adults, 2 Children)	\$35.00	\$36.00	per pass	SCR
Seniors	\$5.00	\$5.20	per person per entry	SCR
School Excursion Fee	Price	on application	per application	SCR

Price on Application Stall Hire Fees

This fee is applicable for the Sydney Cherry Blossom Festival applicants and will be quoted on application based on current market rates for services.

STALL HIRE FEE

Not-for-profit organisations are not charged any stall or space fees if event activity excludes significant income generating activity. Not-for-profit organisation participation in events is subject to event requirements.

Major Events

Community/Not for profit organisations Only	\$101.00	\$0.00	per event day	FCR
2.4m x 2.4m Council supplied fete stall				
Non-Food: 2.4m x 2.4m Council-supplied marquee	\$223.50	\$229.50	per event day	SCR
Non-Food: 3m x 3m Space only	\$234.50	\$240.50	per event day	SCR
Non-Food: 3m x 3m Council-supplied marquee	\$268.00	\$275.00	per event day	SCR
Non-Food: 6m x 3m Space only	\$335.00	\$344.00	per event day	SCR
Non-Food: 6m x 3m Council-supplied marquee	\$381.00	\$391.00	per event day	SCR
Food: 3m x 3m Space only	\$290.50	\$298.00	per event day	SCR
Food: 3m x 3m Council-supplied cooking stall (includes compliant structure, flooring, mesh walls and sneeze guard)	\$514.00	\$527.00	per event day	SCR
Food: 6m x 3m Space only	\$391.00	\$401.00	per event day	SCR
Food: 9m x 3m Space only	\$436.00	\$447.00	per event day	SCR
Community Events				

Community Events

Non-Food: 2.4m x 2.4m Council-supplied marquee	\$201.50	\$207.00	per event day	SCR
Non-Food: 3m x 3m Space only	\$190.50	\$195.50	per event day	SCR



Name	Year 23/24 Fee (incl. GST)	Year 24/25 Fee (incl. GST)	Unit	Pricing
Community Events [continued]				
Non-Food: 3m x 3m Council-supplied marquee	\$234.50	\$240.50	per event day	SCR
Non-Food: 6m x 3m Space only	\$246.00	\$252.50	per event day	SCR
Non-Food: 6m x 3m Council-supplied marquee	\$347.00	\$356.00	per event day	SCR
Community / Not for profit organisations only: 2.4m x 2.4m Council-supplied Fete Stall	\$56.50	\$58.00	per event day	MCR
Food: 3m x 3m Space only	\$212.50	\$218.00	per event day	SCR
Food: 3m x 3m Council-supplied cooking stall (includes compliant structure, flooring, mesh walls and sneeze guard)	\$425.00	\$436.00	per event day	SCR
Food: 6m x 3m Space only	\$313.00	\$321.00	per event day	SCR
Food: 9m x 3m Space only	\$335.00	\$344.00	per event day	SCR
Other Space requirements/Custom Activities	Price on Application		price on application	SCR

OTHERS

Additional Activities/Merchandise Sales – Council Events team may conduct ad hoc activities or merchandise sales, ensuring adherence with commercial pricing policy principles.

Power per 10amp or 15amp outlet	\$75.00	\$77.00	per outlet per event	SCR
Power (non-food/retail/community) per outlet	\$50.00	\$51.50	per outlet per event day	SCR
Additional cleaning costs, if required		Cost + GST	per hour	FCR
Damage assessed at repairs cost		Cost + GST	per item	FCR
Additional Bump-in / Bump-out requirements / late pack up fee		Cost + GST	per hour	FCR
Outdoor event services		Cost + GST	per event	FCR
Additional or exceptional event infrastructure, supplies or other requirements		Cost + GST	per item	FCR



Item No: C04/24-496

VOLUNTARY PLANNING AGREEMENT - 15 NEIL STREET, MERRYLANDS

Directorate: Environment and Planning
Responsible Officer: Director Environment & Planning

Community Strategic Plan Goal: Enhancing the Natural and Built Environment

SUMMARY

The subject site at 15 Neil Street, Merrylands, benefits from development consent DA2012/493/1. Pursuant to Condition 138 of DA2012/493/1, a surplus amount to the value of \$122,651.30 (subject to indexation) was granted to be used against any future development in the Cumberland local government area. A subsequent development consent under DA2022/0131 was approved which authorised the provision of an additional 8 residential storeys accommodating an additional 30 apartments to Building A. The site includes an area of open space that is identified for acquisition by Council in accordance with the Cumberland Local Environmental Plan (LEP) 2021. A modification application (MOD2023/0552) has also been approved for changes to the approved mixed use building and amendments to the conditions of consent relating to Section 7.11 contribution.

At the Council meeting of 7 February 2024, Council provided in-principle endorsement of the letter of offer for 15 Neil Street, Merrylands, regarding the dedication of land for the purpose of open space and associated works (as required by Council), and use of the value of open space land and works in conjunction with the surplus value of contributions already paid to offset Section 7.11 contribution imposed on DA2022/0131.

Following Council's resolution and determination of the modification application, a draft Voluntary Planning Agreement has been prepared for consideration by Council. It is recommended that Council endorses the draft Voluntary Planning Agreement, and that the draft agreement be placed on public exhibition for a period of 28 days in accordance with legislative and policy requirements. It is also recommended that Council endorse the finalisation of the Voluntary Planning Agreement and delegate the Mayor and General Manager to finalise and execute the Voluntary Planning Agreement, subject to no significant objections arising from public exhibition.

RECOMMENDATION

That Council:

- Endorse the draft Voluntary Planning Agreement prepared for 15 Neil Street, Merrylands, and that the draft agreement be publicly exhibited for a period of 28 days in accordance with legislative and policy requirements; and
- 2. Delegate authority to the Mayor and General Manager to finalise and execute the Voluntary Planning Agreement on behalf of Council for 15 Neil Street, Merrylands, subject to no significant objections on the draft agreement arising from public exhibition.



REPORT

The site, currently known as 15 Neil Street, Merrylands, benefits from development consent DA2012/493/1 for the demolition of existing structures; subdivision of land into 2 lots and construction of a 9-storey mixed use building containing 28 residential units and 2 commercial units on Building A and a part 7 part 8 storey residential flat building containing 59 units on Building B totalling 87 units (being 7 x 1 bedroom with study; 65 x bedroom, 7 x 2 bedroom with study and 8 x 3 bedroom); 3 levels of basement parking containing 122 car spaces, provision of new roads, site works and landscaping. Pursuant to Condition 138 of DA2012/493/1, a surplus amount to the value of \$122,651.30 under Section 7.11 contributions was identified to be used against any future development in the Cumberland local government area. The works associated with Building B, including extension and dedication of Dressler Court and McLeod Road, are bounded by white lines in Figure 1 below.

A subsequent development consent under DA2022/0131 was approved for the subject site by the Cumberland Local Planning Panel on 4 August 2022 for alterations and additions to an approved mixed use development including the provision of an additional 8 residential storeys accommodating an additional 30 apartments to Building A, minor amendments to existing apartment layouts, minor amendments to the basement car park layout and modifications to the design and materials of the development. The site includes an area of open space that is identified for acquisition by Council in accordance with the Cumberland LEP 2021. A modification application (MOD2023/0552) was approved by Council on 15 March 2024 for changes to the approved mixed use building and amendments to the conditions of consent relating to Section 7.11 contribution.



Figure 1: Site Layout

At the Council meeting of 7 February 2024, Council provided in-principle endorsement of the letter of offer for 15 Neil Street, Merrylands, regarding the dedication of land for the purpose of open space (marked as OS 2 in Figure 1 above) that is identified in the Cumberland LEP 2021 and associated works (as required by Council), and use of the value of open space land and works in conjunction with the surplus value of



contributions already paid (pursuant to Condition 138 of DA2012/493/1) to offset Section 7.11 contribution imposed on DA2022/0131. It is noted by Council officers that should there be a remaining balance under Section 7.11 following the completion of the offer, this will need to be paid as a monetary contribution.

Following Council's resolution and determination of the modification application, a draft Voluntary Planning Agreement has been prepared for consideration by Council. The draft Agreement is based on the letter of offer provided that was previously endorsed by Council and as outlined in this report. The scope of the draft Agreement is also consistent with the Cumberland Planning Agreements Policy and Guideline. The draft Agreement will enable the delivery of a public benefit through the dedication of land for open space and public domain works for the Merrylands Town Centre.

It is recommended that Council endorse the draft Voluntary Planning Agreement, and that the draft Agreement be placed on public exhibition for a period of 28 days in accordance with legislative and policy requirements. Subject to no significant objection during public exhibition, it is also recommended that Council delegates authority to the Mayor and General Manager to finalise and execute the Voluntary Planning Agreement.

COMMUNITY ENGAGEMENT

Should the draft Voluntary Planning Agreement be endorsed by Council, the document will be publicly notified in accordance with Section 7.5 of the *Environmental Planning and Assessment Act 1979* and Council's Planning Agreements Policy.

POLICY IMPLICATIONS

Policy implications are outlined in the main body of the report.

RISK IMPLICATIONS

There are minimal risk implications for Council associated with this report.

FINANCIAL IMPLICATIONS

Financial implications are outlined in the main body of the report.

CONCLUSION

A Voluntary Planning Agreement has been negotiated for 15 Neil Street, Merrylands, to derive public benefit for the Merrylands Town Centre. It is recommended that Council endorse the draft Voluntary Planning Agreement for public exhibition and to delegate the execution of the document to the Mayor and General Manager.

ATTACHMENTS

- 1. Draft Voluntary Planning Agreement 15 Neil Street, Merrylands J.
- 2. Public Benefit Offer Analysis 15 Neil Street, Merrylands (confidential)





Note: Included in Closed Business Paper in accordance with Section 10A(2)(d)(ii) of the Local Government Act as the information involves information that would, if disclosed, confer a commercial advantage on a competitor of the council.

3. Council Meeting Minutes - 7 February 2024 J.

DOCUMENTS ASSOCIATED WITH REPORT C04/24-496

Attachment 1 Draft Voluntary Planning Agreement - 15 Neil Street, Merrylands



Deed

15 Neil Street, Merrylands Planning Agreement

Under s7.4 of the Environmental Planning and Assessment Act 1979

Cumberland City Council

HB & Sons Pty Ltd

© Lindsay Taylor Lawyers



15 Neil Street, Merrylands Planning Agreement

Table of Contents

Summ	ary Sheet	4
Parties	S	6
Backg	round	6
Operat	ive provisions	7
Part	1 - Preliminary	7
1	Interpretation	7
2	Status of this Deed	12
3	Commencement	12
4	Application of this Deed	12
5	Warranties	12
6	Further agreements	13
7	Surrender of right of appeal, etc.	13
8 De	Application of s7.11, s7.12 and Division 7.1, Subdivision 4 of the Act to the evelopment	space
9	Application of 2012 Consent Credit	13
Part	2 – Development Contributions	14
10	Dedication of Open Space Land	14
11	Dedication of Open Space Land	14
Part	3 – Dispute Resolution	16
12	Dispute resolution – expert determination	16
13	Dispute Resolution - mediation	16
Part	4 - Enforcement	17
14	Security for performance of obligations	17
15	Acquisition of land required to be dedicated	18
16	Breach of obligations	19
17	Enforcement in a court of competent jurisdiction	20
Part	5 – Registration & Restriction on Dealings	20
18	Registration of this Deed	20
19	Restriction on dealings	21
Part	6 – Indemnities	22
20	Risk	22



21	Release	22
22	Indemnity	22
Part 7	- Other Provisions	23
23	Annual report by Landowner	23
24	Review of Deed	23
25	Notices	23
26	Approvals and Consent	24
27	Costs	
28	Entire Deed	25
29	Further Acts	25
30	Governing Law and Jurisdiction	
31	Joint and Individual Liability and Benefits	25
32	No Fetter	25
33	Illegality	
34	Severability	
35	Amendment	26
36	Waiver	
37	GST	
38	Explanatory Note	
39	Electronic Execution	
	e 1	
	n	
Appendi	x	42



15 Neil Street, Merrylands

Summary Sheet

Council:

Name: Cumberland City Council

Address: Po Box 42 MERRYLANDS NSW 2160

Telephone: (02) 8757 9000

Email: council@cumberland.nsw.gov.au **Representative**: The General Manager

Landowner:

Name: HB & Sons Pty Ltd ACN 136 912 215

Address: [Insert details]
Telephone: [Insert details]

Email: [Insert details]

Representative: [Insert details]

Land:

See definition of Land in clause 1.1.

Development:

See definition of *Development* in clause 1.1.

Development Contributions:

See clause 10.

Application of s7.11, s7.12 and Division 7.1, Subdivision 4 of the Act:

See clause 8.

Security:



See clause 15.

Registration:

See clause 19.

Restriction on dealings:

See clause 20.

Dispute Resolution:

See Part 3.





15 Neil Street, Merrylands

Under s7.4 of the Environmental Planning and Assessment Act 1979

Parties

Cumberland City Council ABN 22 798 563 329 of PO Box 42 MERRYLANDS NSW 2160 (Council)

and

HB & Sons Pty Ltd ACN 136 912 215 of 15 Neil Street, Merrylands (Landowner)

Background

- A The Landowner owns the Land.
- B The Council granted the 2012 Consent on 28 October 2013 for the subdivision of 13-15 Neil Street into 2 lots and construction of two mixed use buildings on those lots in 2 stages.
- C Pursuant to the 2012 Consent, 15 Neil Street has been subdivided. As at the date of this Deed:
 - Stage 1 of the development has been carried out on land that is now identified as SP102939, and
 - Stage 2 of the development has not yet commenced and will be carried out on land identified as Lot 1 DP1225307.
- D Condition 150 of the 2012 Consent recognises an amount of \$122,651.30 (**2012 Consent Credit**) which can be applied by the Landowner to offset development contributions imposed pursuant to \$7.11 of the Act for future development within the Holroyd area.
- E The Council granted the 2022 Consent on 4 August 2022 authorising an additional 8 storeys to the proposed residential building on Lot 1 DP1225307.
- F Conditions 12 and 13 of the 2022 Consent, as originally granted, requires the payment of monetary development contributions under s7.11 of the Act in the amount of \$826,479.80 (to be indexed from the date of the consent).
- G The Landowner has lodged an application under s4.55 of the Act to modify the development to which the 2022 Consent applies and to modify conditions 12 and 13 of the 2022 Consent (**Modification Application**).
- H In connection with the Modification Application and pursuant to condition 150 of the 2012 Consent, the Council and the Landowner enter into this Deed to:
 - accept the land dedication for the use as open space area,
 - document the Council's acceptance of the 2012 Consent Credit in lieu of payment of part of the s7.11 contributions required to be paid under the 2022 Consent, and
 - pursuant to s7.11(5)(b), accept the carrying out and completion of works for the purposes of public domain improvement works in and around McLeod Road and



Dressler Court in lieu of payment of part of the s7.11 contributions required to be paid under the 2022 Consent.

Operative provisions

Part 1 - Preliminary

1 Interpretation

1.1 In this Deed the following definitions apply:

2012 Consent means Development Consent to Development Application DA2012/493 granted by the Council on 28 October 2013, as modified from time to time.

2012 Consent Credit means the amount of \$122,651.30 as referred to in condition 150 of the 2012 Consent as at the date of this Deed.

2022 Consent means Development Consent to Development Application DA2022/0131 granted by the Council on 4 August 2022, as modified from time to time.

2022 Consent Monetary Contributions means the monetary development contributions that are required to be paid under the 2022 Consent pursuant to s7.11 of the Act.

Act means the Environmental Planning and Assessment Act 1979 (NSW).

Approval includes approval, consent, licence, permission or the like.

Approved Person means a person reasonably approved by the Council to undertake design, construction, supervision, inspection, testing or certification of the Landowner Works because of the suitability of their qualifications, skills and experience in the Council's reasonable opinion.

Authority means the Commonwealth or New South Wales government, a Minister of the Crown, a government department, a public authority established by or under any Act, a council or county council constituted under the *Local Government Act 1993*, or a person or body exercising functions under any Act including a commission, panel, court, tribunal and the like.

Bank Guarantee means an irrevocable and unconditional undertaking without any expiry or end date in favour of the Council to pay an amount or amounts of money to the Council on demand issued by:

- (a) one of the following trading banks:
 - (i) Australia and New Zealand Banking Group Limited,
 - (ii) Commonwealth Bank of Australia,
 - (iii) Macquarie Bank Limited,
 - (iv) National Australia Bank Limited,
 - (iv) St George Bank Limited,



- (v) Westpac Banking Corporation, or
- (b) any other financial institution approved by the Council in its absolute discretion.

Claim includes a claim, demand, remedy, suit, injury, damage, loss, Cost, liability, action, proceeding or right of action.

Clearance Certificate means a clearance certificate issued by the Commissioner for Taxation under paragraph 14-220 of Schedule 1 of the *Taxation Administration Act 1953* (Cth).

CLM Act means the Contaminated Land Management Act 1997 (NSW).

Construction Certificate has the same meaning as the Act.

Construction Contract means a contract or arrangement entered into between the Landowner as principal and another person under which the other person undertakes to provide Work required by this Deed, or to supply related goods and services, for the Landowner.

Contractor means the contractor under the Construction Contract.

Cost means a cost, charge, expense, outgoing, payment, fee and other expenditure of any nature.

CPI means the *Consumer Price Index (All Groups – Sydney)* published by the Australian Bureau of Statistics.

Deed means this Deed and includes any schedules, annexures and appendices to this Deed.

Defect means anything that adversely affects, or is likely to adversely affect, the appearance, structural integrity, functionality or use or enjoyment of a Work or any part of a Work.

Defects Liability Period means, in relation to the whole or any specified part of the Landowner Works, the following periods for the following types of Work:

- (a) in respect of any Works that are not of a structural nature (such as tree planting and turf works), the period of 1 year commencing on the day immediately after the Practical Completion Certificate is issued by the Council.
- (b) in respect of any Works that are of a structural nature, the period of 2 years commencing on the day immediately after the Practical Completion Certificate is issued by the Council.

Defects Liability Security means a Bank Guarantee or other form of security on terms reasonably satisfactory to the Council, being an amount that is 10% of the Landowner Works Agreed Cost, indexed in accordance with the CPI.

Development means any development on the Land within the meaning of the Act the subject of the 2012 Consent and the 2022 Consent.

Development Application has the same meaning as in the Act.

Development Consent has the same meaning as in the Act.

Development Contribution means a monetary contribution, the dedication of land free of cost, the carrying out of work, or the provision of any other material public benefit, or any combination of them, to be used for, or applied towards a public purpose, but does not include any Security or other benefit provided by a Party to the Council to secure the enforcement of that Party's obligations under this Deed for the purposes of s7.4(3)(g) of the Act.



Dispute means a dispute or difference between the Parties under or in relation to this Deed.

ELNO has the meaning given to that term in the Participation Rules.

Final Completion Certificate means a certificate in writing issued by the Council to the Landowner to effect that, in the reasonable opinion of the Council, the Landowner Works to which the certificate relates have been completed by the Landowner in accordance with this Deed.

General Security means a Bank Guarantee or other form of security on terms reasonably satisfactory to the Council, being an amount that is 125% of the Landowner Works Agreed Cost, indexed in accordance with the CPI.

GST has the same meaning as in the GST Law.

GST Law has the same meaning as in *A New Tax System (Goods and Services Tax) Act 1999* (Cth) and any other Act or regulation relating to the imposition or administration of the GST.

Just Terms Act means the *Land Acquisition (Just Terms Compensation) Act* 1991.

Land means the land comprised in Lot 1 in DP 1225307, and includes any lot created by the subdivision or consolidation of that land.

Land Dedication Plan means the plan in Schedule 1.

Landowner Works means Works that the Landowner is required to provide under this Deed, being public domain improvement works in and around McLeod Road and Dressler Court.

Landowner Works Agreed Cost means the agreed cost of works by both parties up to a value of \$500,000.

Landowner Works Plans & Drawings means the detailed plans and drawings for the Landowner Works approved by the Council referred to in Schedule 2.

Landowner Works Provisions means the provisions contained in Schedule

Maintain means:

- (a) in relation to Landowner Works of a structural nature, to keep in a good state of repair and working order, and includes repair of any damage to the Works.
- (b) in relation to Landowner Works not of a structural nature, to keep in a good state of repair and working order, and includes repair of any damage to the Works including the replacement of any dead or dying plants or trees.

Maintenance Period means, in relation to the whole or any specified part of the Landowner Works, the following periods for the following types of Work:

- in respect of any Works that are not of a structural nature (such as tree planting and turf works), the period of 1 year commencing on the day immediately after the Practical Completion Certificate is issued by the Council,
- (b) in respect of any Works that are of a structural nature, the period of 2 years commencing on the day immediately after the Practical Completion Certificate is issued by the Council.



Maintenance Security means a Bank Guarantee or other form of security on terms reasonably satisfactory to the Council in the following amounts for the following types of Landowner Works:

- (a) in respect of any Works that are not of a structural nature (such as tree planting and turf works), the amount equivalent to \$2,000 per tree planted as part of the Landowner Works, indexed in accordance with the CPI, and
- (b) in respect of any Works that are of a structural nature, being an amount that is 10% of the Landowner Works Agreed Cost, indexed in accordance with the CPI.

Modification Application means the s 4.55 modification that was lodged by the Landowner on 15 December 2023.

Occupation Certificate has the same meaning as in the Act.

Open Space Land means the land with an area of not less than 117sqm shown in the Land Dedication Plan.

Other Land means land owned or occupied by a person other than the Landowner or the Council to which entry and access is needed by the Landowner to perform this Deed.

Participation Rules means the participation rules as determined by the *Electronic Conveyancing National Law* as set out in the *Electronic Conveyancing (Adoption of National Law) Act 2012* (NSW).

Party means a party to this Deed.

PEXA means Property Exchange Australia Ltd.

Practical Completion in relation to the Landowner Works or a specified part of the Landowner Works occurs when the Council has issued a Practical Completion Certificate for the Landowner Works or the part.

Practical Completion Certificate means a certificate issued by the Council to the Landowner to the effect that, in the reasonable opinion of the Council, the Landowner Works or a specified part of the Landowner Works are substantially complete, and any incomplete part or Defect is of a minor nature.

Practical Completion Date means the date immediately prior to the issuing of the first Occupation Certificate for the Development.

Principal Contractor means the Person defined in as the Principal Contractor under the *Work Health and Safety Act 2011 (NSW)* or *Work Health and Safety Regulation 2011 (NSW)* or an equivalent under Commonwealth work health and safety laws.

Rectification Notice means a notice in writing:

- (a) identifying the nature and extent of a Defect or incomplete Work, and
- (b) specifying the works or actions that are required to Rectify the Defect or incomplete Work, and
- (c) specifying the date by which or the period within which the Defect or incomplete Work is to be rectified, which date or period must not be unreasonable having regard to the nature of the Defect or incomplete Work.

Rectify means rectify, remedy or correct.



Regulation means the *Environmental Planning and Assessment Regulation* 2021.

Security means a Bank Guarantee or cash amount indexed in accordance with the CPI.

Site Audit Report has the same meaning as in the CLM Act.

Site Audit Statement has the same meaning as in the CLM Act.

Technical Data means all technical know-how and information in material form, including manuals, designs, standards, specifications, reports, models, plans, drawings, calculations, software, source code and test results.

Transfer of Ownership Notice means a notice issued by the Council to the Landowner stating that Landowner Works the subject of a Final Completion Certificate vest in the Council on a specified date being not sooner than 14 days after the notice is issued.

WHS means work health and safety.

WHS Law means the *Work Health and Safety Act 2011* (NSW) and *Work Health and Safety Regulation 2011* (NSW).

Work means the physical result of carrying out work in, on, over or under land.

Works-As-Executed Plan means detailed plans and specifications of Landowner Works carried out by the Landowner.

- 1.2 In the interpretation of this Deed, the following provisions apply unless the context otherwise requires:
 - 1.2.1 Headings are inserted for convenience only and do not affect the interpretation of this Deed.
 - 1.2.2 A reference in this Deed to a business day means a day other than a Saturday or Sunday on which banks are open for business generally in Sydney.
 - 1.2.3 If the day on which any act, matter or thing is to be done under this Deed is not a business day, the act, matter or thing must be done on the next business day.
 - 1.2.4 A reference in this Deed to dollars or \$ means Australian dollars and all amounts payable under this Deed are payable in Australian dollars.
 - 1.2.5 A reference in this Deed to a \$ value relating to a Development Contribution is a reference to the value exclusive of GST.
 - 1.2.6 A reference in this Deed to any law, legislation or legislative provision includes any statutory modification, amendment or re-enactment, and any subordinate legislation or regulations issued under that legislation or legislative provision.
 - 1.2.7 A reference in this Deed to any agreement, deed or document is to that agreement, deed or document as amended, novated, supplemented or replaced.
 - 1.2.8 A reference to a clause, part, schedule or attachment is a reference to a clause, part, schedule or attachment of or to this Deed.
 - 1.2.9 An expression importing a natural person includes any company, trust, partnership, joint venture, association, body corporate or governmental agency.



- 1.2.10 Where a word or phrase is given a defined meaning, another part of speech or other grammatical form in respect of that word or phrase has a corresponding meaning.
- 1.2.11 A word which denotes the singular denotes the plural, a word which denotes the plural denotes the singular, and a reference to any gender denotes the other genders.
- 1.2.12 References to the word 'include' or 'including' are to be construed without limitation.
- 1.2.13 A reference to this Deed includes the agreement recorded in this Deed.
- 1.2.14 A reference to a Party to this Deed includes a reference to the employees, agents and contractors of the Party, the Party's successors and assigns.
- 1.2.15 A reference to 'dedicate' or 'dedication' in relation to land is a reference to dedicate or dedication free of cost.
- 1.2.16 Any schedules, appendices and attachments form part of this Deed.
- 1.2.17 Notes appearing in this Deed are operative provisions of this Deed.

2 Status of this Deed

2.1 This Deed is a planning agreement within the meaning of s7.4(1) of the Act.

3 Commencement

- 3.1 This Deed commences and has force and effect on and from the date when the Parties have:
 - 3.1.1 both executed the same copy of this Deed, or
 - 3.1.2 each executed separate counterparts of this Deed and exchanged the counterparts.
- The Parties are to insert the date when this Deed commences on the front page and on the execution page.

4 Application of this Deed

4.1 This Deed applies to the Land and to the Development.

5 Warranties

- 5.1 The Parties warrant to each other that they:
 - 5.1.1 have full capacity to enter into this Deed, and
 - 5.1.2 are able to fully comply with their obligations under this Deed.



6 Further agreements

The Parties may, at any time and from time to time, enter into agreements relating to the subject-matter of this Deed that are not inconsistent with this Deed for the purpose of implementing this Deed.

7 Surrender of right of appeal, etc.

7.1 The Landowner is not to commence or maintain, or to cause or procure the commencement or maintenance, of any proceedings in any court or tribunal or similar body appealing against, or questioning the validity of this Deed, or an Approval relating to the Development in so far as the subject-matter of the proceedings relates to this Deed.

8 Application of s7.11, s7.12 and Division 7.1, Subdivision 4 of the Act to the Development

- 8.1 This Deed does not exclude the application of s7.11 and s7.12 of the Act to the Development.
- 8.2 The benefits under this Deed are not to be taken into consideration when determining a development contribution under s7.11 of the Act in relation to the Development.
- 8.3 The benefits under this Deed are taken into consideration in connection with the Modification Application.
- 8.4 This Deed does not exclude the application of Division 7.1, Subdivision 4 of the Act to the Development.

9 Reduction in 2022 Consent Monetary Contributions

Application of 2012 Consent Credit

9.1 Pursuant to condition 150 of the 2012 Consent, the 2022 Consent Monetary Contributions payable by the Landowner under the 2022 Consent are to be reduced by the 2012 Consent Credit.

Application of Landowner Works Agreed Cost

9.2 Pursuant to s7.11(5)(b) of the Act, in consideration of the Landowner carrying out and completing the Landowner Works and otherwise performing all of its obligations under this Deed, the 2022 Consent Monetary Contributions payable by the Landowner under the 2022 Consent are to be reduced by the Landowner Works Agreed Cost.



Part 2 – Development Contributions

10 Provision of Development Contributions

Carrying out of Landowner Works

- 10.1 The Landowner is to carry out and complete the Landowner Works in accordance with this Deed for the public purpose of public domain improvement works in and around McLeod Road and Dressler Court.
- 10.2 The Landowner Works are to be completed by the Landowner Works Completion Date.

Dedication of Open Space Land

- 10.3 The Landowner is to dedicate the Open Space to the Council free of cost to the Council in accordance with this Deed, for the public purpose of open space.
- 10.4 The Open Space Land is to be dedicated within 30 days after the issuing of the first Construction Certificate for the Development.

Agreed Values

- 10.5 The Parties acknowledge and agree that the Landowner Works Agreed Cost:
 - 10.5.1 constitutes the agreed value of the public benefit of the Landowner Works irrespective of the cost to the Landowner of making the Development Contribution, and
 - 10.5.2 does not serve to define the monetary extent of the Landowner's obligation to complete the Landowner Works.

Flexibility in application of Development Contributions

10.6 Despite any other subclause in this clause 10, the Council may apply a Development Contribution made under this Deed towards a public purpose other than the public purpose specified in this Deed if the Council reasonably considers that the public interest would be better served by applying the Development Contribution towards that other purpose rather than the purpose so specified.

11 Dedication of Open Space Land

- 11.1 The Open Space Land is dedicated for the purposes of this Deed when:
 - 11.1.1 the Council is given:
 - (a) a Clearance Certificate that is valid at the time of dedication of the Open Space Land, or
 - (b) the Foreign Resident Capital Gains Withholding Amount in respect of the Open Space Land, and
 - 11.1.2 One of the following has occurred:



- (a) a deposited plan is registered in the register of plans held with the Registrar-General that creates a public reserve under the *Local Government Act 1993* (NSW), or
- (b) the Council is given evidence that a transfer of the Open Space Land to the Council has been effected by means of electronic lodgement and registration through PEXA or another ELNO.
- 11.2 The Landowner is to do all things reasonably necessary to enable registration of the instrument of transfer to occur.
- 11.3 The Landowner is to ensure that land dedicated to the Council under this Deed is free of all encumbrances and affectations (whether registered or unregistered and including without limitation any charge or liability for rates, taxes and charges) except as otherwise agreed in writing by the Council.
- 11.4 If, having used all reasonable endeavours, the Landowner cannot ensure that land to be dedicated to the Council under this Deed is free from all encumbrances and affectations, the Landowner may request that Council agree to accept the land subject to those encumbrances and affectations, but the Council may withhold its agreement in its absolute discretion.
- 11.5 Before dedicating the Open Space Land to the Council, the Landowner, at its cost, is to obtain and provide to the Council a Site Audit Report and Site Audit Statement stating that the Open Space Land is suitable for the purpose for which the Open Space Land is required to be dedicated under this Deed without being subject to compliance with an environmental management plan.
- 11.6 The Landowner indemnifies and agrees to keep indemnified the Council against all Claims made against the Council as a result of any Contamination on or emanating from the Open Space Land but only in relation to Contamination that existed on or before the date that the Dedication Land is transferred or dedicated to Council or compulsorily acquired by Council pursuant to this Deed.
- 11.7 The Landowner is responsible for meeting all Costs of and incidental to the dedication of the Open Space Land to the Council.
- 11.8 The Landowner acknowledges that the Council has an equitable estate or interest in the Open Space Land entitling the Council, pursuant to section 74F of the *Real Property Act 1900* (NSW), to lodge with the Registrar-General a caveat prohibiting the recording of any dealing affecting the Council's estate or interest in that land.

12 Application of Landowner Works Provisions

- 12.1 The Landowner Works Provisions apply to and in respect of Landowner Works required by this Deed.
- 12.2 The Landowner is responsible for meeting all Costs of and incidental to the Landowner Works required to be provided under this Deed.



Part 3 - Dispute Resolution

13 Dispute resolution – expert determination

- 13.1 This clause applies to a Dispute between any of the Parties to this Deed concerning a matter arising in connection with this Deed that can be determined by an appropriately qualified expert if:
 - 13.1.1 the Parties to the Dispute agree that it can be so determined, or
 - 13.1.2 the Chief Executive Officer of the professional body that represents persons who appear to have the relevant expertise to determine the Dispute gives a written opinion that the Dispute can be determined by a member of that body.
- 13.2 A Dispute to which this clause applies is taken to arise if one Party gives another Party a notice in writing specifying particulars of the Dispute.
- 13.3 If a notice is given under clause 13.2, the Parties are to meet within 14 days of the notice in an attempt to resolve the Dispute.
- 13.4 If the Dispute is not resolved within a further 28 days, the Dispute is to be referred to the President of the NSW Law Society to appoint an expert for expert determination.
- 13.5 The expert determination is binding on the Parties except in the case of fraud or misfeasance by the expert.
- 13.6 Each Party is to bear its own costs arising from or in connection with the appointment of the expert and the expert determination.
- 13.7 The Parties are to share equally the costs of the President, the expert, and the expert determination.

14 Dispute Resolution - mediation

- 14.1 This clause applies to any Dispute arising in connection with this Deed other than a Dispute to which clause 13 applies.
- 14.2 Such a Dispute is taken to arise if one Party gives another Party a notice in writing specifying particulars of the Dispute.
- 14.3 If a notice is given under clause 14.2, the Parties are to meet within 14 days of the notice in an attempt to resolve the Dispute.
- 14.4 If the Dispute is not resolved within a further 28 days, the Parties are to mediate the Dispute in accordance with the Mediation Rules of the Law Society of New South Wales published from time to time and are to request the President of the Law Society to select a mediator.
- 14.5 If the Dispute is not resolved by mediation within a further 28 days, or such longer period as may be necessary to allow any mediation process which has been commenced to be completed, then the Parties may exercise their legal rights in relation to the Dispute, including by the commencement of legal proceedings in a court of competent jurisdiction in New South Wales.
- 14.6 Each Party is to bear its own costs arising from or in connection with the appointment of a mediator and the mediation.



14.7 The Parties are to share equally the costs of the President, the mediator, and the mediation.

Part 4 - Enforcement

15 Security for performance of obligations

General Security

- 15.1 For the avoidance of doubt, the General Security includes the Defects Liability Security and the Maintenance Security.
- 15.2 The Landowner is to provide the General Security to the Council:
 - 15.2.1 before the Landowner obtains a Construction Certificate for any part of the Development or before the Landowner commences any part of the Landowner Works, whichever occurs first, or
 - 15.2.2 at such other time agreed in writing by the Council.
- 15.3 If agreed in writing by the Council, the General Security may be apportioned to different Stages or different Landowner Works, in which case the Landowner is to provide the portion of the General Security relating to a particular Stage or particular Landowner Works to the Council before the Landowner obtains a Construction Certificate for the particular Stage or the Landowner commences the particular Landowner Works.
- 15.4 The Council is to hold the General Security as security for the Landowner performing its obligations under this Deed relating to the Landowner Works and other material public benefits (other than the payment of monetary Development Contributions and the dedication of Dedication Land).
- 15.5 The Landowner is to ensure that the General Security provided to the Council is at all times maintained to the full current indexed value.

Call up of General Security

15.6 Subject to clause 17.2, if the Landowner breaches any its obligations under this Deed relating to the purpose for which the General Security is required to be provided, the Council may, without further notice to the Landowner and notwithstanding any other remedy it may have under this Deed, under any Act or otherwise at law or in equity, call-up the General Security, the Defects Liability Security or the Maintenance Security, as appropriate, and apply it to remedy the Landowner's breach and the Council's costs specified in clause 17.5 of so doing.

Release & return of General Security

15.7 Subject to clause 15.9, the Council is to release and return the General Security or any unused part of it to the Landowner within 14 days of issuing a Practical Completion Certificate for the Landowner Works unless the Parties have entered into a written agreement providing for the progressive release of the General Security at times or upon the occurrence of events specified in the agreement.



- 15.8 Despite clause 15.7 but subject to clause 15.9, if the Landowner has provided the Council with a portion of the General Security relating to a particular Stage or particular Landowner Works, the Council is to release and return the portion or any unused part of it to the Landowner within 14 days of issuing a Practical Completion Certificate for all of the Landowner Works in the particular Stage or the particular Landowner Works.
- 15.9 The amount of the General Security released and returned by the Council under clause 15.7 or 15.8 must not exceed the amount of the General Security minus the sum of the amounts of the Defects Liability Security and the Maintenance Security.
- 15.10 The Council is to release and return the Defects Liability Security, or any remaining part, to the Landowner within 28 days after the end of the Defects Liability Period if, at that time, the Landowner is not in breach of an obligation under this Deed to which the Defects Liability Security relates.
- 15.11 The Council is to release and return the Maintenance Security, or any remaining part, to the Landowner within 28 days after the end of the Maintenance Period if, at that time, the Landowner is not in breach of an obligation under this Deed to which the Maintenance Security relates.

Replacement General Security

- 15.12 The Landowner may provide the Council with a replacement General Security at any time.
- 15.13 On receipt of a replacement General Security, the Council is to release and return the replaced the General Security to the Landowner.
- 15.14 If the Council calls-up the General Security or any portion of it, the Council may give the Landowner a written notice requiring the Landowner to provide a further or replacement General Security to ensure that the amount of General Security held by the Council equals the amount the Council is entitled to hold under this Deed.

Restriction on entering Council land

15.15 Despite any other provision of this Deed, the Council, in its absolute discretion, may refuse to allow the Landowner to enter, occupy or use any land owned or controlled by the Council or refuse to provide the Landowner with any plant, equipment, facilities or assistance relating to the carrying out the Development if the Landowner has not provided the General Security to the Council in accordance with this Deed.

15.16

16 Acquisition of land required to be dedicated

- 16.1 If the Landowner does not dedicate land required to be dedicated under this Deed at the time at which it is required to be dedicated, the Landowner consents to the Council compulsorily acquiring the land for compensation in the amount of \$1 without having to follow the pre-acquisition procedure under the Just Terms Act.
- 16.2 The Council is to only acquire land pursuant to clause 16.1 if it considers it reasonable to do so having regard to the circumstances surrounding the



- failure by the Landowner to dedicate the land required to be dedicated under this Deed.
- 16.3 Clause 16.1 constitutes an agreement for the purposes of s30 of the Just Terms Act.
- 16.4 If, as a result of the acquisition referred to in clause 16.1, the Council is required to pay compensation to any person other than the Landowner, the Landowner is to reimburse the Council that amount, upon a written request being made by the Council, or the Council can call on any Security provided under clause 15.
- 16.5 The Landowner indemnifies and keeps indemnified the Council against all Claims made against the Council as a result of any acquisition by the Council of the whole or any part of the land concerned except if, and to the extent that, the Claim arises because of the Council's negligence or default.
- 16.6 The Landowner is to promptly do all things necessary, and consents to the Council doing all things necessary, to give effect to this clause 16, including without limitation:
 - 16.6.1 signing any documents or forms,
 - 16.6.2 giving land owner's consent for lodgement of any Development Application,
 - 16.6.3 producing certificates of title to the Registrar-General under the *Real Property Act 1900*, and
 - 16.6.4 paying the Council's costs arising under this clause 16.

17 Breach of obligations

- 17.1 If the Council reasonably considers that the Landowner is in breach of any obligation under this Deed, it may give a written notice to the Landowner:
 - 17.1.1 specifying the nature and extent of the breach,
 - 17.1.2 requiring the Landowner to:
 - (a) rectify the breach if it reasonably considers it is capable of rectification, or
 - (b) pay compensation to the reasonable satisfaction of the Council in lieu of rectifying the breach if it reasonably considers the breach is not capable of rectification.
 - 17.1.3 specifying the period within which the breach is to be rectified or compensation paid, being a period that is reasonable in the circumstances.
- 17.2 The Council may not exercise its rights under clause 15.6 or 16.1 unless it has first given the Landowner a notice under clause 17.1 and the Landowner has failed to comply with the Notice.
- 17.3 If the Landowner fails to comply with a notice given under clause 17.1 relating to the provision of Landowner Works, the Council may, notwithstanding any other remedy it may have under this Deed, under any Act or otherwise at law or in equity, step-in and remedy the breach and may enter, occupy and use any land owned or controlled by the Landowner and any Equipment on such land for that purpose.



- 17.4 If the Landowner fails to fully comply with a notice referred to in clause 17.1, the Council may, without further notice to the Landowner, call-up the Security provided by the Landowner under this Deed and apply it to remedy the Landowner's breach.
- 17.5 Despite any other provision of this Deed, any costs incurred by the Council in remedying a breach in accordance with clause 17.2 may be recovered by the Council by either or a combination of the following means:
 - 17.5.1 by calling-up and applying the Security provided by the Landowner under this Deed, or
 - 17.5.2 as a debt due in a court of competent jurisdiction.
- 17.6 For the purpose of clause 17.5, the Council's costs of remedying a breach the subject of a notice given under clause 17.1 include, but are not limited to:
 - 17.6.1 the costs of the Council's employees, agents and contractors reasonably incurred for that purpose,
 - 17.6.2 all fees and charges necessarily or reasonably incurred by the Council in remedying the breach, and
 - 17.6.3 all legal costs and expenses reasonably incurred by the Council, by reason of the breach.
- 17.7 Nothing in this clause 17 prevents the Council from exercising any rights it may have at law or in equity in relation to a breach of this Deed by the Landowner, including but not limited to seeking relief in an appropriate court.

18 Enforcement in a court of competent jurisdiction

- 18.1 Without limiting any other provision of this Deed, the Parties may enforce this Deed in any court of competent jurisdiction.
- 18.2 For the avoidance of doubt, nothing in this Deed prevents:
 - 18.2.1 a Party from bringing proceedings in the Land and Environment Court to enforce any aspect of this Deed or any matter to which this Deed relates, or
 - 18.2.2 the Council from exercising any function under the Act or any other Act or law relating to the enforcement of any aspect of this Deed or any matter to which this Deed relates.

Part 5 – Registration & Restriction on Dealings

19 Registration of this Deed

- 19.1 The Parties agree to register this Deed for the purposes of s7.6(1) of the Act.
- 19.2 Upon the commencement of this Deed, the Landowner is to deliver to the Council in registrable form:
 - 19.2.1 an instrument requesting registration of this Deed on the title to the Land duly executed by the Landowner, and



- 19.2.2 the written irrevocable consent of each person referred to in s7.6(1) of the Act to that registration.
- 19.3 The Landowner is to do such other things as are reasonably necessary to enable registration of this Deed to occur.
- 19.4 The Parties are to do such things as are reasonably necessary to remove any notation relating to this Deed from the title to the Land once the Landowner has completed its obligations under this Deed to the reasonable satisfaction of the Council or this Deed is terminated or otherwise comes to an end for any other reason.

20 Restriction on dealings

- 20.1 The Landowner is not to:
 - 20.1.1 sell or transfer the Land or any part of it, or
 - 20.1.2 assign the Landowner's rights or obligations under this Deed, or novate this Deed,

to any person unless:

- 20.1.3 the Landowner has provided written notification to the Council of any intention to sell the land. This notification must be submitted to Council at least thirty (30) days prior to the proposed date of sale. The notification shall include details of the proposed transaction, including the identity of the prospective purchaser and the terms of sale,
- 20.1.4 the Landowner has, at no cost to the Council, first procured the execution by the person to whom the Land or part is to be sold or transferred or the Landowner's rights or obligations under this Deed are to be assigned or novated, of a deed in favour of the Council on terms reasonably satisfactory to the Council, and
- 20.1.5 the Council has given written notice to the Landowner stating that it reasonably considers that the purchaser, transferee, assignee or novatee, is reasonably capable of performing its obligations under this Deed, and
- 20.1.6 the Landowner is not in breach of this Deed, and
- 20.1.7 the Council otherwise consents to the transfer, assignment or novation, such consent not to be unreasonably withheld.
- 20.2 Subject to clause 20.3, the Landowner acknowledges and agrees that it remains liable to fully perform its obligations under this Deed unless and until it has complied with its obligations under clause 20.1.
- 20.3 Clause 20.1 does not apply in relation to any sale or transfer of the Land if this Deed is registered on the title to the Land at the time of the sale and the Landowner has provided the written notification referred to in clause 20.1.3.



Part 6 - Indemnities

21 Risk

21.1 The Landowner performs this Deed at its own risk and its own cost.

22 Release

22.1 The Landowner releases the Council from any Claim it may have against the Council arising in connection with the performance of the Landowner's obligations under this Deed except if, and to the extent that, the Claim arises because of the Council's negligence or default.

23 Indemnity

23.1 The Landowner indemnifies the Council from and against all Claims that may be sustained, suffered, recovered or made against the Council arising in connection with the performance of the Landowner's obligations under this Deed except if, and to the extent that, the Claim arises because of the Council's negligence or default.

24 Insurance

Requirement for Landowner insurances

- 24.1 The Landowner is to take out and keep current to the satisfaction of the Council the following insurances in relation to the Landowner Works until the Landowner Works are completed in accordance with this Deed.
 - 24.1.1 contract works insurance for the full replacement value of the Landowner Works (including the cost of demolition and removal of debris, consultants' fees and authorities' fees), to cover the Landowner's liability in respect of damage to or destruction of the Works.
 - 24.1.2 public liability insurance for at least \$20,000,000.00 for a single occurrence, which covers the Council, the Landowner and any subcontractor of the Landowner, for liability to any third party,
 - 24.1.3 professional indemnity insurance for at least \$10,000,000 for a single occurrence,
 - 24.1.4 works compensation insurance as required by law, and
 - 24.1.5 any other insurances as required by law.

Failure to comply with requirement

24.2 If the Landowner fails to comply with clause 24.1, the Council may effect and keep in force such insurances and pay such premiums as may be necessary for that purpose and the amount so paid shall be a debt due from the



Landowner to the Council and may be recovered by the Council as it deems appropriate including:

- 24.2.1 by calling upon the General Security provided by the Landowner to the Council under this Deed, or
- 24.2.2 recovery as a debt due in a court of competent jurisdiction.
- 24.3 The Landowner is not to commence to provide any Landowner Works unless it has first provided to the Council satisfactory written evidence of all of the insurances specified in clause 24.1.

Part 7 - Other Provisions

25 Annual report by Landowner

- 25.1 The Landowner is to provide to the Council by not later than each anniversary of the date on which this Deed is entered into a report detailing the performance of its obligations under this Deed.
- 25.2 The report referred is to be in such a form and to address such matters as required by the Council from time to time.

26 Review of Deed

- 26.1 The Parties agree to review this Deed if either party is of the opinion that any change of circumstance has occurred, or is imminent, that materially affects the operation of this Deed.
- 26.2 For the purposes of clause 26.1, the relevant changes include (but are not limited to) any change to a law that restricts or prohibits or enables the Council or any other planning authority to restrict or prohibit any aspect of the Development.
- 26.3 For the purposes of addressing any matter arising from a review of this Deed referred to in clause 26.1, the Parties are to use all reasonable endeavours to agree on and implement appropriate amendments to this Deed.
- 26.4 If this Deed becomes illegal, unenforceable or invalid as a result of any change to a law, the Parties agree to do all things necessary to ensure that an enforceable agreement of the same or similar effect to this Deed is entered into
- A failure by a Party to agree to take action requested by the other Party as a consequence of a review referred to in clause 26.1 (but not clause 26.4) is not a Dispute for the purposes of this Deed and is not a breach of this Deed.

27 Notices

27.1 Any notice, consent, information, application or request that is to or may be given or made to a Party under this Deed is only given or made if it is in writing and sent in one of the following ways:



- 27.1.1 delivered or posted to that Party at its address set out in the Summary Sheet, or
- 27.1.2 emailed to that Party at its email address set out in the Summary Sheet.
- 27.2 If a Party gives the other Party 3 business days' notice of a change of its address or email, any notice, consent, information, application or request is only given or made by that other Party if it is delivered, posted or emailed to the latest address.
- 27.3 Any notice, consent, information, application or request is to be treated as given or made if it is:
 - 27.3.1 delivered, when it is left at the relevant address,
 - 27.3.2 sent by post, 2 business days after it is posted, or
 - 27.3.3 sent by email and the sender does not receive a delivery failure message from the sender's internet service provider within a period of 24 hours of the email being sent.
- 27.4 If any notice, consent, information, application or request is delivered, or an error free transmission report in relation to it is received, on a day that is not a business day, or if on a business day, after 5pm on that day in the place of the Party to whom it is sent, it is to be treated as having been given or made at the beginning of the next business day.

28 Approvals and Consent

- 28.1 Except as otherwise set out in this Deed, and subject to any statutory obligations, a Party may give or withhold an approval or consent to be given under this Deed in that Party's absolute discretion and subject to any conditions determined by the Party.
- 28.2 A Party is not obliged to give its reasons for giving or withholding consent or for giving consent subject to conditions.

29 Costs

- 29.1 The Landowner is to pay to the Council the Council's costs of preparing, negotiating, executing and stamping this Deed, and any document related to this Deed within 7 days of a written demand by the Council for such payment.
- 29.2 Without limiting clause 29.1 the Landowner is to bear all costs in relation to the preparation, execution and registration of, and responding to any requisitions for, any instrument and associated plans required to be registered on title under this Deed, including, without limitation, Council's costs (if any), and any fees and charges related to such registration.
- 29.3 The Landowner is also to pay to the Council the Council's reasonable costs of enforcing this Deed within 7 days of a written demand by the Council for such payment.



30 Entire Deed

- 30.1 This Deed contains everything to which the Parties have agreed in relation to the matters it deals with.
- 30.2 No Party can rely on an earlier document, or anything said or done by another Party, or by a director, officer, agent or employee of that Party, before this Deed was executed, except as permitted by law.

31 Further Acts

31.1 Each Party must promptly execute all documents and do all things that another Party from time to time reasonably requests to effect, perfect or complete this Deed and all transactions incidental to it.

32 Governing Law and Jurisdiction

- 32.1 This Deed is governed by the law of New South Wales.
- 32.2 The Parties submit to the non-exclusive jurisdiction of its courts and courts of appeal from them.
- 32.3 The Parties are not to object to the exercise of jurisdiction by those courts on any basis.

33 Joint and Individual Liability and Benefits

- 33.1 Except as otherwise set out in this Deed:
 - 33.1.1 any agreement, covenant, representation or warranty under this Deed by 2 or more persons binds them jointly and each of them individually, and
 - 33.1.2 any benefit in favour of 2 or more persons is for the benefit of them jointly and each of them individually.

34 No Fetter

34.1 Nothing in this Deed shall be construed as requiring Council to do anything that would cause it to be in breach of any of its obligations at law, and without limitation, nothing shall be construed as limiting or fettering in any way the exercise of any statutory discretion or duty.

35 Illegality

35.1 If this Deed or any part of it becomes illegal, unenforceable or invalid as a result of any change to a law, the Parties are to co-operate and do all things necessary to ensure that an enforceable agreement of the same or similar effect to this Deed is entered into.



36 Severability

- 36.1 If a clause or part of a clause of this Deed can be read in a way that makes it illegal, unenforceable or invalid, but can also be read in a way that makes it legal, enforceable and valid, it must be read in the latter way.
- 36.2 If any clause or part of a clause is illegal, unenforceable or invalid, that clause or part is to be treated as removed from this Deed, but the rest of this Deed is not affected.

37 Amendment

37.1 No amendment of this Deed will be of any force or effect unless it is in writing and signed by the Parties to this Deed in accordance with section 203 of the Regulation.

38 Waiver

- 38.1 The fact that a Party fails to do, or delays in doing, something the Party is entitled to do under this Deed, does not amount to a waiver of any obligation of, or breach of obligation by, another Party.
- 38.2 A waiver by a Party is only effective if it:
 - 38.2.1 is in writing,
 - 38.2.2 is addressed to the Party whose obligation or breach of obligation is the subject of the waiver,
 - 38.2.3 specifies the obligation or breach of obligation the subject of the waiver and the conditions, if any, of the waiver,
 - 38.2.4 is signed and dated by the Party giving the waiver.
- 38.3 Without limitation, a waiver may be expressed to be conditional on the happening of an event, including the doing of a thing by the Party to whom the waiver is given.
- A waiver by a Party is only effective in relation to the particular obligation or breach in respect of which it is given, and is not to be taken as an implied waiver of any other obligation or breach or as an implied waiver of that obligation or breach in relation to any other occasion.
- 38.5 For the purposes of this Deed, an obligation or breach of obligation the subject of a waiver is taken not to have been imposed on, or required to be complied with by, the Party to whom the waiver is given.

39 GST

39.1 In this clause:

Adjustment Note, Consideration, GST, GST Group, Margin Scheme, Money, Supply and Tax Invoice have the meaning given by the GST I aw

GST Amount means in relation to a Taxable Supply the amount of GST payable in respect of the Taxable Supply.



GST Law has the meaning given by the *A New Tax System (Goods and Services Tax) Act 1999* (Cth).

Input Tax Credit has the meaning given by the GST Law and a reference to an Input Tax Credit entitlement of a party includes an Input Tax Credit for an acquisition made by that party but to which another member of the same GST Group is entitled under the GST Law.

Taxable Supply has the meaning given by the GST Law excluding (except where expressly agreed otherwise) a supply in respect of which the supplier chooses to apply the Margin Scheme in working out the amount of GST on that supply.

- 39.2 Subject to clause 39.4, if GST is payable on a Taxable Supply made under, by reference to or in connection with this Deed, the Party providing the Consideration for that Taxable Supply must also pay the GST Amount as additional Consideration.
- 39.3 Clause 39.2 does not apply to the extent that the Consideration for the Taxable Supply is expressly stated in this Deed to be GST inclusive.
- 39.4 No additional amount shall be payable by the Council under clause 39.2 unless, and only to the extent that, the Council (acting reasonably and in accordance with the GST Law) determines that it is entitled to an Input Tax Credit for its acquisition of the Taxable Supply giving rise to the liability to pay GST.
- 39.5 If there are Supplies for Consideration which is not Consideration expressed as an amount of Money under this Deed by one Party to the other Party that are not subject to Division 82 of the *A New Tax System (Goods and Services Tax) Act 1999*, the Parties agree:
 - 39.5.1 to negotiate in good faith to agree the GST inclusive market value of those Supplies prior to issuing Tax Invoices in respect of those Supplies;
 - 39.5.2 that any amounts payable by the Parties in accordance with clause 39.2 (as limited by clause 39.4) to each other in respect of those Supplies will be set off against each other to the extent that they are equivalent in amount.
- 39.6 No payment of any amount pursuant to this clause 39, and no payment of the GST Amount where the Consideration for the Taxable Supply is expressly agreed to be GST inclusive, is required until the supplier has provided a Tax Invoice or Adjustment Note as the case may be to the recipient.
- 39.7 Any reference in the calculation of Consideration or of any indemnity, reimbursement or similar amount to a cost, expense or other liability incurred by a party, must exclude the amount of any Input Tax Credit entitlement of that party in relation to the relevant cost, expense or other liability.
- 39.8 This clause continues to apply after expiration or termination of this Deed.

40 Explanatory Note

- 40.1 The Appendix contains the Explanatory Note relating to this Deed required by section 205 of the Regulation.
- 40.2 Pursuant to section 205(5) of the Regulation, the Parties agree that the Explanatory Note is not to be used to assist in construing this Deed.



41 Electronic Execution

- 41.1 Each Party:
 - 41.1.1 consents to this Deed being signed by electronic signature by the methods set out in clause 41.3;
 - 41.1.2 agrees that those methods validly identify the person signing and indicates that person's intention to sign this Deed;
 - 41.1.3 agrees that those methods are reliable as appropriate for the purpose of signing this Deed, and
 - 41.1.4 agrees that electronic signing of this Deed by or on behalf of a Party by those methods indicates that Party's intention to be bound.
- 41.2 If this Deed is signed on behalf of a legal entity, the persons signing warrant that they have the authority to sign.
- 41.3 For the purposes of clause 41.1, the methods are:
 - 41.3.1 insertion of an image (including a scanned image) of the person's own unique signature onto the Deed; or
 - 41.3.2 insertion of the person's name onto the Deed; or
 - 41.3.3 use of a stylus or touch finger or a touch screen to sign the Deed,

provided that in each of the above cases, words to the effect of 'Electronic signature of me, [insert full name], affixed by me, or at my direction, on [insert date] are also included on the Deed; or

- 41.3.4 use of a reliable electronic signing platform (such as DocuSign or AdobeSign) to sign the Deed; or
- 41.3.5 as otherwise agreed in writing between the Parties.

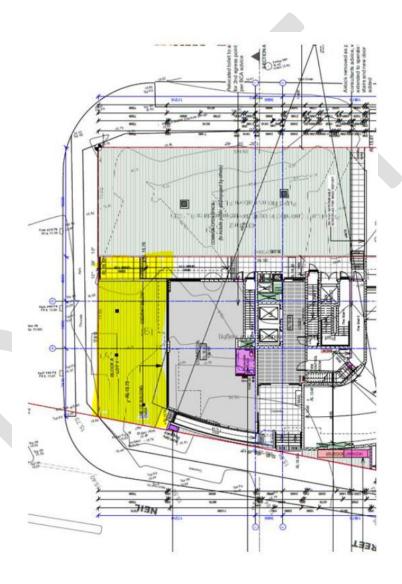


Schedule 1

(Clause 10)

Land Dedication Plan

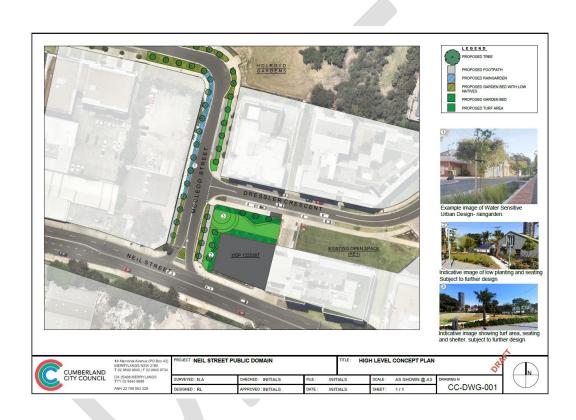
Map showing the Open Space Land to be dedicated to the Council.





Schedule 2

Landowner Works Plans and Drawings





Schedule 3 Landowner Works Provisions

Deed not Construction Contract

The Parties acknowledge and agree that this Deed is not a Construction Contract between the Council and the Landowner.

Landowner Works before execution of Deed

This Deed does not apply to any Landowner Works that occurred before the Deed was executed.

Approved persons

- The Landowner is to design, construct, supervise, and test the Landowner Works using Approved Persons.
- Where the Landowner proposes to substitute or add an Approved Person, the Landowner must notify the Council in writing, and provide details of the new Approved Person who is to be engaged from in relation to the Landowner Works.
- The Council may, in its reasonable discretion, notify the Landowner that a new Approved Person notified under clause **Error! Reference source not found.** is not to be engaged in relation to the Landowner Works, and the Landowner must promptly take such action as is necessary to ensure that the person does not continue to be engaged in relation to the Landowner Works.

Landowner to procure compliance

The Landowner is to provide every Approved Person engaged by it in relation to the Landowner Works with a copy of this Deed executed by both Parties and procure their compliance with the relevant requirements of this Deed.

Requirement for Construction Contract

- 7 The Landowner must enter into a Construction Contract with its Contractor for the construction of the Landowner Works before any construction work occurs.
- The Landowner must provide the Council with a copy of the Construction Contract upon receipt of a written request by the Council.
- 9 The Landowner must obtain the approval of the Council to any change to the Contractor, which approval the Council may not unreasonably withhold.

General obligations relating to Landowner Works

- 10 The Landowner is to provide the Landowner Works:
 - 10.1 in the location or locations shown on the Landowner Works Plans and Drawings,
 - 10.2 in accordance with the Landowner Works Plans and Drawings,



- 10.3 by the Practical Completion Date, and
- 10.4 otherwise in accordance with this Deed.
- The Landowner is to provide and complete the Landowner Works in a good and workmanlike manner having regard to the intended purpose of the Landowner Works and in accordance with:
 - 11.1 all applicable laws,
 - 11.2 any Approval required by any law relating to the provision of the Landowner Works, and
 - 11.3 the lawful requirements of any Authority.
- The Landowner is to ensure that anything necessary for the proper performance of its obligations under this Deed relating to the provision of the Landowner Works is supplied or made available for that purpose.

Warranties relating to Landowner Works

- 13 The Landowner warrants to the Council that:
 - it has obtained all Approvals and has complied with all laws and applicable industry standards in relation to the Landowner Works,
 - 13.2 it accepts that, if any aspect of the Landowner Works do not comply this Deed, the Council is entitled to require the Landowner to cease the Landowner Works and to pursue its rights and remedies relating to the non-compliance under this Deed and, subject to this Deed, at law or in equity,
 - 13.3 the Landowner Works, when completed, are to be fit for purpose,
 - 13.4 only Approved Persons are to be engaged in relation to the Landowner Works.
- The Landowner is to procure in favour of the Council from the appropriate Approved Person engaged in relation to the Landowner Works, any warranty reasonably required by the Council relating to the design, construction, supervision, inspection, testing or certification of the Landowner Works.

Ownership & care of Landowner Works

The Landowner owns, and is responsible for care of the Landowner Works, and bears all risk and liability in connection with the Landowner Works, until the Council gives the Landowner a Transfer of Ownership Notice in relation to the Landowner Works.

Work health & safety

- The Landowner acknowledges that it is the Principal Contractor under WHS Law for the Landowner Works unless and until such time that:
 - 16.1 the Landowner engages the Contractor to construct the Landowner Works, or
 - 16.2 engages another person to be the Principal Contractor for the Landowner Works,

and authorises the person to have management or control of the workplace relating to the Landowner Works and to discharge the duties of a Principal Contractor under WHS Law

17 For the purpose of the Landowner's compliance with its obligations under clause 16, the Council:



- 17.1 acknowledges that the Landowner (or the Contractor, where appropriate) is the person with management and control of the relevant works area for the purpose of Part 2 of the *Work Health and Safety Act 2011* (NSW); and
- 17.2 authorises the Landowner (or the Contractor, where appropriate) to exercise authority of the Council necessary to enable the Landowner to discharge its obligations under clause 16.
- 18 If the Landowner at any time terminates the engagement of the Contractor, or terminates its authority for the Contractor or other person referred to in clause 16 to be the Principal Contractor for the Landowner Works, the Landowner becomes the Principal Contractor until such time as a new person is appointed as Contractor or to otherwise be the Principal Contractor for the Landowner Works.
- 19 The Landowner is to use its best endeavours to ensure that all persons involved in the Landowner Works comply with relevant WHS Law and procedures, including but not limited to:
 - 19.1 following published government and industry WHS guidelines,
 - 19.2 providing WHS induction training,
 - 19.3 keeping and regularly updating WHS records,
 - 19.4 preparing and maintaining an WHS management plan,
 - 19.5 preparing a Project Safety Plan that details safety strategies, including how persons must act to comply with WHS Law,
 - 19.6 providing safe work method statements for all tasks and ensuring they are complied with,
 - 19.7 directing staff to take corrective action or stop work if they are not complying with the method statements or WHS Law,
 - 19.8 identifying hazards and assessing risks using due diligence,
 - 19.9 eliminating or controlling risks in line with WorkCover requirements using due diligence,
 - 19.10 reviewing risk assessments and controlling measures,
 - 19.11 providing information to employers and contractors about WHS,
 - 19.12 documenting site-specific safety procedures.
- 20 The Landowner is to use its best endeavours to ensure that:
 - 20.1 the Council can audit, inspect and test the Landowner Works without breaching WHS Law, and
 - 20.2 the Council can access and use the Landowner Works without breaching WHS Law.
- The Landowner is to promptly inform the Council of any incident occurring in relation to the Landowner Works where a person is injured or otherwise exposed to a risk to his or her health or safety, including, but not limited to, an incident which is required to be reported to WorkCover.

Accidents & dangerous occurrences

The Landowner is to notify WorkCover and the Council, as soon as it becomes aware of any serious accident or dangerous occurrence relating to the Landowner Works.



- Within a further 7 days, the Landowner must formally notify or procure the notification of WorkCover of the accident or occurrence in accordance with the WHS Law, using any prescribed form.
- The Landowner must give to the Council a copy of all information and documents that have been provided to WorkCover relating to the accident or occurrence.
- The Landowner must also give to the Council, if requested by the Council, a written report relating to the accident or occurrence in the form specified by the Council.
- The Landowner must cooperate with WorkCover and the Council if the accident or occurrence is investigated by Work Cover or the Council.
- The Landowner must immediately give the Council a copy of any improvement or prohibition notices that WorkCover issues in relation to the Landowner Works.

Design of Landowner Works

- 28 Clauses 28 35 apply if and to the extent that Schedule 5 does not contain Landowner Works Plans and Drawings for the Landowner Works or any part.
- The Landowner may not commence construction of the Landowner Works unless the Landowner Works are designed and approved in accordance with this Deed.
- 30 Before commencing the design of the Landowner Works, the Landowner is to request the Council to provide the Landowner with the Council's design requirements for the works.
- 31 Upon receipt of the Landowner's request, the Council may:
 - 31.1 initially request the Landowner to provide a written proposal concerning the design of the Landowner Works, including preliminary concept designs, to assist Council in determining and notifying the Landowner of its requirements, and subsequently request the Landowner to submit the plans and drawings of the Landowner Works to the Council for approval, or
 - 31.2 request the Landowner to submit the plans and drawings of the works to the Council for approval.
- The Council may reasonably require the Landowner to make any change to the plans and drawings of the Landowner Works that it reasonably considers necessary or desirable as a precondition to approving the plans and drawings, and the Landowner is to make any such change.
- The Council is to inform the Landowner in writing when it approves the plans and drawings of the Landowner Works.
- The Parties are to ensure that the reference to the plans and drawings approved by the Council under are included in Schedule 2 without delay after that approval is given.
- The Landowner is not to make any application for any Approval relating to the Landowner Works unless the Council approved the plans and drawings of the Landowner Works under this Deed.

Variations to approved Landowner Works & Costs

The Landowner Works may be varied by agreement in writing between the Parties, acting reasonably, without the necessity for an amendment to this Deed.



- The Party seeking the variation is to make a written request to the other Party accompanied by such information and supporting documents as is reasonably necessary to enable the other Party to properly consider the request.
- The Party to whom the request is made is not to unreasonably delay, or withhold its Approval to, the request.
- The Party who seeks the variation of the Landowner Works must meet the costs of the variation, unless the other Party otherwise agrees.

Landowner's obligations before construction commencement

- 40 Not less than 10 business days before the Landowner commences construction of any of the Landowner Works, the Landowner is to give the Council written notice of its intention to do so accompanied by:
 - 40.1 a copy of all approved plans and drawings for the Landowner Works so specified in electronic and paper format, and
 - 40.2 a list of all Approved Persons and their contact details.
- 41 The Landowner is to organise and conduct a pre-start meeting with Council personnel before starting the construction of a Landowner Work.

Protection of people, property & utilities

- 42 The Landowner is to use all reasonable endeavours to ensure that, in providing the Landowner Works:
 - 42.1 all necessary measures are taken to protect people and property,
 - 42.2 unnecessary interference with the passage of people and vehicles is avoided, and
 - 42.3 nuisances and unreasonable noise and disturbances are prevented.
- The Landowner is not to obstruct, interfere with, impair or damage any public road, public footpath, public cycleway or other public thoroughfare, or any pipe, conduit, drain, watercourse or other public utility or service on any land in connection with the Landowner Works unless authorised in writing by the Council or any relevant Authority.

Damage to assets & property

- The Landowner must immediately notify the Council in writing of any loss or damage that occurs in respect of a Council asset of which it becomes aware while performing the Landowner Works.
- The Landowner must replace or fix any Council asset the Landowner loses or damages while performing the Landowner Works in accordance with any reasonable requirements of the Council.
- 46 If an audit, inspection or test of the Landowner Works shows that:
 - 46.1 the Landowner Works do not conform to the location, design, specifications, materials or finishes approved by the Council under this Deed, or
 - damage has occurred to a Council asset or the property of another person in connection with the Landowner Works,



- the Council may give the Landowner a notice in writing requiring it to take corrective action to bring the Landowner Works into conformity or repair the damage, as the case requires.
- Without limiting any other remedies available to the Council under this Deed, if the Landowner does not comply with the Council's requirements under clauses 46-52, the Council may take the action required of the Landowner and recover the Council's costs of so doing from the Landowner.

Entry onto Land

- The Landowner is responsible for obtaining all necessary rights to lawfully enter, occupy, and provide the Landowner Works on Other Land.
- 49 Upon receiving reasonable prior written notice from the Landowner, the Council is to allow the Landowner and the Approved Persons, to enter, occupy, and use Council owned or controlled land specified in the notice at any reasonable time if the occupation or use of the land by the Landowner and the Approved Persons is reasonably necessary for the Landowner Works.
- The Council is not required to allow the Landowner to enter, occupy and use any Council owned land that is used for public purposes unless and until the Landowner has paid any applicable fee or rent, as approved by the Council, for that purpose,
- 51 Upon receiving reasonable prior notice from the Council, the Landowner is to provide the Council with safe and unhindered access at any reasonable time to any land on which the Landowner Works are being, or have been, provided.
- The Council must comply with the Landowner's reasonable safety requirements while on any land on which the Landowner Works are being provided.

Audit, inspection, testing of Landowner Works

- The Council may undertake an audit, inspection or test of the Landowner Works at any reasonable time for any purpose related to this Deed upon giving reasonable prior notice to the Landowner.
- The Landowner is to provide the Council with any assistance that is reasonably required by the Council to enable the Council to undertake any audit, inspection or test of the Landowner Works.
- If an audit, inspection or test reasonably shows that particular action must be taken in relation to the Landowner Works, the Landowner is to:
 - 55.1 take the action in the manner, and within the time, the Council reasonably requires, and
 - 55.2 provide evidence to the Council that the action has been taken.
- If an audit, inspection or test shows that the Landowner Works have not been provided in accordance with this Deed, the Landowner is to pay any Costs incurred by the Council in connection with the audit, inspection or test.
- If the Council reasonably decides that a further and more detailed audit, inspection or test of the Landowner Works is required, the Council may determine an approved fee in that regard and the Landowner is to pay to the Council the fee so approved.

Access to information & records

The Council may make a written request to the Landowner:



- 58.1 to provide information to the Council concerning the Landowner Works,
- 58.2 to allow the Council to inspect the Landowner's records concerning the Landowner Works, including by giving the Council access to premises owned, occupied or controlled by the Landowner for that purpose.
- The Landowner is to comply with any such request made by the Council not later than 15 business days after the Council makes the request.

Practical Completion of Landowner Works

- The Landowner is to use all reasonable endeavours to ensure that the whole of the Landowner Works is the subject of one or more Practical Completion Certificates by not later than the Practical Completion Date.
- The Landowner may make a written request ('Landowner's Request') to the Council to issue a Practical Completion Certificate for the Landowner Works or any part of the Landowner Works by not later than the Practical Completion Date or such later date agreed in writing between the Parties.
- The Landowner's Request is to be accompanied by the following information:
 - 62.1 a Works-as-Executed Plan of the Landowner's Works to which the Landowner's Request relates, and
 - all Technical Data relating to those Works, including but not limited to, geotechnical testing, structural certificates, CCTV footage and material certifications.
- Upon receipt of the Landowner's Request, the Council is to inspect the relevant Landowner Works in the presence of a representative of the Landowner at a time reasonably agreed between the Parties that is not later than 14 days after the Council receives the request.
- As a precondition to issuing a Practical Completion Certificate, the Council may direct the Landowner in writing to complete, Rectify or repair any specified part of the Landowner Works the subject of the Landowner's Request within a period specified in the direction in order to bring the Landowner Works into conformity with this Deed or any Approval.
- The Landowner is to promptly comply with any such direction given by the Council.
- The Council may undertake more than one inspection and issue more than one direction to the Landowner in order to be satisfied that a Practical Completion Certificate may be issued for the Landowner Works the subject of the Landowner's Request.
- The Council is to promptly issue a Practical Completion Certificate for the Landowner Works the subject of the Landowner's Request when it is reasonably satisfied that no aspect of the relevant Landowner Works reasonably requires completion, rectification or repair.

Maintenance of Landowner Works

- 68 The Landowner is to Maintain the Landowner Works during the Maintenance Period.
- The Council is to permit the Landowner to enter any land owned or controlled by the Council to enable the Landowner to Maintain the Landowner Works during the Maintenance Period.



Rectification of Defects

- 70 The Council may give the Landowner a Rectification Notice during the Defects Liability Period.
- 71 The Landowner is to comply with a Rectification Notice according to the terms of the Rectification Notice and to the reasonable satisfaction of the Council.
- 72 The Council is to do such things as are reasonably necessary to enable the Landowner to comply with a Rectification Notice given by the Council.

Final Completion of Landowner Works

- 73 The Landowner is to use all reasonable endeavours to ensure that the whole of the Landowner Works is the subject of one or more Final Completion Certificates at the end of Defects Liability Period.
- The Landowner may make a written request ('Landowner's Request') to the Council to issue a Final Completion Certificate for the Landowner Works or any part of the Landowner Works at the end of Defects Liability Period.
- The Landowner's Request is to be accompanied by a full Works-As-Executed-Plan for the Landowner Works for which the Final Completion Certificate is sought in a format agreed to by the Council.
- Upon receipt of the Landowner's Request, the Council is to inspect the relevant Landowner Works in the presence of a representative of the Landowner at a time reasonably agreed between the Parties that is not later than 14 days after the Council receives the request.
- As a precondition to issuing a Final Completion Certificate, the Council may direct the Landowner in writing to complete, Rectify, repair or Maintain any specified part of the Landowner Works the subject of the Landowner's Request within a period specified in the direction in order to bring the Landowner Works into conformity with this Deed or any Approval.
- 78 The Landowner is to promptly comply with any such direction given by the Council.
- The Council may undertake more than one inspection and issue more than one direction to the Landowner in order to be satisfied that a Final Completion Certificate may be issued for the Landowner Works the subject of the Landowner's Request.
- The Council is to promptly issue a Final Completion Certificate for the Landowner Works the subject of the Landowner's Request when it is reasonably satisfied that no aspect of the relevant Landowner Works reasonably requires completion, rectification or repair.

Copyright in Works-As-Executed Plan

- The Landowner, being the copyright owner in the Works-As-Executed Plan, assigns the copyright in the Works-As-Executed Plan to the Council free of Cost to the Council.
- If the Landowner is not the copyright owner of the Work-As-Executed Plan, the Landowner is to promptly procure the assignment of the copyright of the Works-As-Executed Plan to the Council free of cost to the Council.



Transfer of Ownership of Landowner Works

- At any time after the Council issues a Final Completion Certificate for Landowner Works to the Landowner, the Council may issue a Transfer of Ownership Notice to the Landowner for those Landowner Works.
- The Landowner Works the subject of a Transfer of Ownership Notice vest in the Council on the vesting date stated in the Transfer of Ownership Notice.

Transfer of land on which Landowner Works Constructed

- Unless otherwise specified in this Deed or agreed in writing between the Parties:
 - 85.1 the Landowner is to do all things necessary to dedicate or procure the dedication to the Council of the land on which Landowner Works the subject of a Transfer of Ownership Notice are constructed,
 - 85.2 the dedication is to occur by not later than the vesting date stated in the Transfer of Ownership Notice,
 - 85.3 the dedication is to be free of cost to the Council.
- Land on which Landowner Works the subject of a Transfer of Ownership Notice are constructed that is required to be dedicated to the Council under clause 85 is Dedication Land for the purposes of this Deed.

Easements, covenants, etc.

- 86.1 The Landowner must create, or procure the creation of, any easement or covenant or any other instrument benefitting the Council that is reasonably required by the Council in relation to the Landowner Works.
- 86.2 The Landowner is to ensure that any such easement, covenant or other instrument is registered on the title to the relevant land before the vesting date specified in a Transfer of Ownership Notice for such Works.
- 86.3 The Costs required to be incurred by the Landowner in doing so include, unless otherwise agreed in writing between the Parties, the payment of compensation to any person.

Removal of structures & Equipment

- When providing the Landowner Works on any Council owned or controlled land is completed for the purposes of this Deed, the Landowner, without delay, is to:
 - 87.1 remove from the land any structure not comprising or required in connection with the completed Landowner Works and make good any damage or disturbance to the land as a result of that removal.
 - 87.2 remove from the land any Equipment and make good any damage or disturbance to the land as a result of that removal, and
 - 87.3 leave the land in a neat and tidy state, clean and free of rubbish.







Execution	
Executed as a Deed	
Dated:	
Executed on behalf of the Council	
General Manager	Witness
Mayor	Witness
Executed on behalf of the Landowner Corporations Act (Cth) 2001	in accordance with s127(1) of the
Name/Position	
Name/Position	



Appendix

(Clause 40)

Environmental Planning and Assessment Regulation 2021
(Section 205)

Explanatory Note

Draft Planning Agreement

Under s7.4 of the Environmental Planning and Assessment Act 1979

Parties

City of Cumberland City Council ABN 22 798 563 329 of PO Box 42 MERRYLANDS NSW 2160 (Council)

and

HB & Sons Pty Ltd ACN 136 912 215 of 15 Neil Street, Merrylands (Landowner)

Description of the Land to which the Draft Planning Agreement Applies

This planning agreement applies to land comprised in Lot 1 in DP 1225307 and otherwise known as 15 Neil Street, Merrylands, NSW





Description of Proposed Development

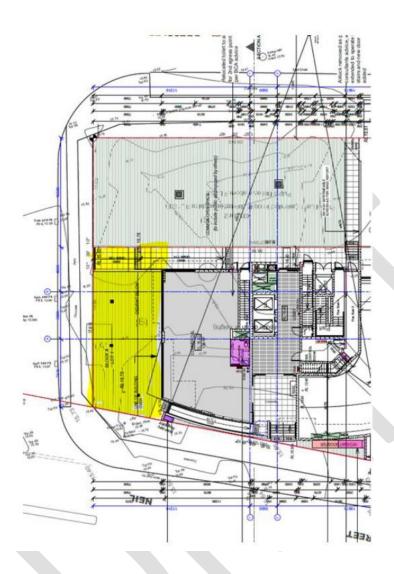
This draft Planning Agreement applies to the Land and the development on the Land the subject of the 2012 Consent and the 2022 Consent, being a mixed use residential building.

The Landowner has lodged as 4.55 modification application to amend the 2022 Consent and this planning agreement is entered into in connection with that modification application.

Description of Development Contributions

The Draft Planning Agreement requires the Landowner to dedicate land for open space with an area of not less than 117sqm. The open space land is to be dedicated within 30 days after the issuing of the first Construction Certificate for the development.





The Draft Planning Agreement also requires the Landowner to carry out public domain improvement works in and around McLeod Road and Dressler Court. The works are to be carried out and completed prior to the issuing of the first Occupation Certificate for the Development.





Summary of Objectives, Nature and Effect of the Draft Planning Agreement

Objectives, nature and effect of Draft Planning Agreement

The Draft Planning Agreement is a planning agreement under s7.4 of the Act. It is a voluntary agreement, under which the Landowner makes Development Contributions (as defined in clause 1.1 of the Draft Planning Agreement), for various public purposes (as defined in s 7.4(2) of the Act).

The objectives of the Draft Planning Agreement are to require the Landowner to dedicate land for open space.

The Draft Planning Agreement:

- is entered into in connection with a s4.55 modification to the development consent to DA2022/0131 to modify conditions 12 and 13 of that consent,
- requires the Landowner to dedicate land of not less than 117sqm for the purposes of open space,
- requires the Landowner to carry out public domain improvement works in and around McLeod Road and Dressler Court. applies a credit recognised under condition 150 of development consent to DA2012/493 to reduce the amount of s7.11 monetary contributions required to be paid by the Landowner under development consent to DA2022/0131,



- pursuant to s7.11(5)(b), accepts the carrying out and completion of works for the purposes of public domain improvement works in and around McLeod Road and Dressler Court, in lieu of payment of part of the s7.11 contributions required to be paid under the development consent to DA2022/0131,
- relates to the carrying out by the Landowner of the Development,
- does not exclude the application of s 7.11 and s7.12 of the Act to the Development,
- does not exclude the application of Division 7.1, Subdivision 4of the Act to the Development,
- is to be registered on the title to the Land,
- imposes restrictions on the Landowner transferring the Land or part of the Land or assigning an interest under the Deed prior to registration of the agreement,
- provides a dispute resolution method where a dispute arises under the agreement, being mediation and expert determination,
- provides that the agreement is governed by the law of New South Wales,

Assessment of the Merits of the Draft Planning Agreement

How the Draft Planning Agreement Promotes the Public Interest

The Draft Planning Agreement requires the Landowner to dedicate land to the Council for the purposes of open space and public domain improvement works in and around McLeod Road and Dressler Court and accordingly provides a positive impact on the public as the open space land will serve the Landowner's development as well as the wider community.

The Draft Planning Agreement promotes and co-ordinates the orderly and economic use and development of the land to which the Planning Agreement applies by ensuring that the open space needs of the development and wider community are met

The Draft Planning Agreement also promotes the public interest by promoting the objects of the Act set out in sections 1.3(a), (c) and (j).

The Draft Deed also promotes the following guiding principles for local councils as set out in s8A of the *Local Government Act 1993*:

- the Draft Deed facilitates the Council's management of assets so that current and future local community needs can be met in an affordable way by requiring the Landowner to dedicate open space land that will benefit the wider community,
- the Draft Deed is an example of Council working with others, being the Landowner, to secure appropriate amenities for local community needs,



• the Draft Deed promotes active engagement with local communities by being required to be publicly notified in accordance with the *Environmental Planning and Assessment Regulation 2021*.

All Planning Authorities – Whether the Draft Planning Agreement Conforms with the Authority's Capital Works Program

The draft planning agreement conforms with council's capital works program.

All Planning Authorities – Whether the Draft Planning Agreement specifies that certain requirements must be complied with before a construction certificate, occupation certificate or subdivision certificate is issued

This Draft Planning Agreement contains requirements that must be complied with before Construction Certificates and Occupation Certificates are issued.

DOCUMENTS ASSOCIATED WITH REPORT C04/24-496

Attachment 3 Council Meeting Minutes - 7 February 2024





Council Meeting 7 February 2024

Min.647 C02/24-457 Letter of Offer for 15 Neil Street, Merrylands

Motion (Sarkis/Farooqui)

That Council:

- Endorse in-principle the letter of offer for 15 Neil Street, Merrylands, regarding the
 dedication of land for the purpose of open space and associated works (as required
 by Council), use of a surplus value of contributions already paid, and associated
 offsets of local infrastructure contributions, as outlined in this report.
- 2. Note that the Council resolution on the letter of offer will be considered as part of the assessment for the modification application on the site.

The Motion on being Put was declared CARRIED.

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

Farooqui, Garrard, Hamed, Huang, Hughes, Hussein, Lake, Rahme, Saha, Sarkis and

Zaiter.

Councillor(s) Against the Motion: Nil.



Item No: C04/24-497

DRAFT TOONGABBIE TOWN CENTRE PUBLIC DOMAIN PLAN

Directorate: Environment and Planning

Responsible Officer: Director Environment & Planning

Community Strategic Plan Goal: Enhancing the Natural and Built Environment

SUMMARY

The *Draft Toongabbie Town Centre Public Domain Plan* has been developed to guide the delivery of consistently high-quality public realm to promote the revitalisation of the Toongabbie Town Centre. The Draft Plan supports the broader planning work undertaken for this precinct.

It is recommended that Council place the *Draft Toongabbie Town Centre Public Domain Plan* on public exhibition, with a report to be provided back to Council.

RECOMMENDATION

That Council place the Draft Toongabbie Town Centre Public Domain Plan on public exhibition for a period of 28 days, with a report to be provided back to Council.

REPORT

The *Draft Toongabbie Town Centre Public Domain Plan* has been developed to guide the delivery of consistently high-quality public realm to promote the revitalisation of Toongabbie Town Centre.

The objectives of the Draft Plan are consistent with the outcomes identified for Toongabbie as a Local Centre in Cumberland 2030: Our Local Strategic Planning Statement, to deliver a high-quality public domain to reinforce the centre's role in creating healthy, creative, culturally rich and socially connected communities. The plan also supports the delivery of transit-oriented development and place-based planning in the centre.

The draft Plan establishes a framework of design principles to guide the improvement of the public domain within the Centre. The main objectives are to:

- Promote design solutions that enhance the amenity and character of the Centre for residents, visitors, businesses, and other users.
- Foster communities that are healthy, resilient and socially connected.
- Provide upgraded connections for better access and improved pedestrian and vehicular network within the Centre.



- Promote outdoor dining and street activation by improving pedestrian amenity and access to outdoor dining areas.
- Improve urban canopy and green cover to mitigate urban heat island effects.
- Encourage the development of spaces that are attractive, well-used, robust, and safe for all users.
- Encourage social interaction, a range of sensory experiences, and functionality through high-quality design.
- Encourage sustainable environmental practices.
- Promote the seamless integration of the public and private domains.

It is recommended that Council place the *Draft Toongabbie Town Centre Public Domain Plan* on public exhibition for a period of 28 days, with a report to be provided back to Council following the conclusion of the exhibition period.

COMMUNITY ENGAGEMENT

Subject to endorsement, the *Draft Toongabbie Town Centre Public Domain Plan* will be placed on public exhibition for a period of 28 days, with a report to be provided back to Council following the conclusion of the exhibition period.

Proposed engagement activities for the draft Plan include information on Council's Have Your Say page and local newspapers, corflutes in various locations within the town centre, and opportunities for the community and businesses to meet Council officers to discuss and provide feedback on the draft Plan.

POLICY IMPLICATIONS

The draft Plan will support place-based outcomes identified for Toongabbie in Cumberland 2030: Our Local Strategic Planning Statement and is also aligned with Council's Community Strategic Plan.

RISK IMPLICATIONS

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

FINANCIAL IMPLICATIONS

Public domain works identified in the *Draft Toongabbie Town Centre Public Domain Plan* will be included for consideration in Council's capital works program. Development contributions have also been collected and reserved for this purpose. Grant opportunities to deliver the draft Plan will also be considered.

CONCLUSION

The *Draft Toongabbie Town Centre Public Domain Plan* has been developed to guide the delivery of consistently high-quality public realm for the local town centre. It is





recommended that the Draft Plan be placed on public exhibition for a period of 28 days, with a report to be provided back to Council.

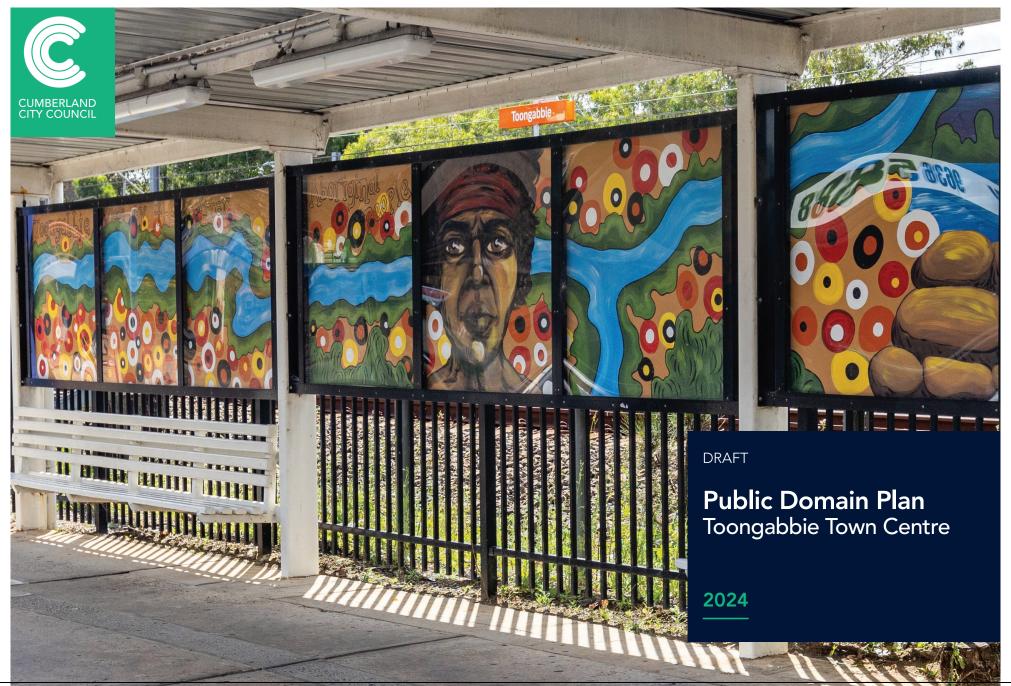
ATTACHMENTS

1. Draft Toongabbie Town Centre Public Domain Plan J.

DOCUMENTS ASSOCIATED WITH REPORT C04/24-497

Attachment 1 Draft Toongabbie Town Centre Public Domain Plan





C04/24-497 - Attachment

'age 32'





Welcome to Country

by Darug Elder Aunty Edna

"Jumna ya wogal wal ya pemel jumna mingan jumna tamu. Ngalaringi wyanga pemal.

Ngalaringi babuna wal gnia ya pemal da lo-loley dice wara Mooting jumna banga nolla ya.

Pemal jumna wal gnia koi mund wal tati pemal jumna annagar dice.

Eorah wal mullana wal mingan jumna gai gnia bou gu-nu-gal Nglaringi go-roong dyaralang.

Nglaringi go-roong dyaralang. Ngalaringi bou ngalaringi jam ya tiati nglaringi bubuna jumna. Mittigar gurrung burruk gneene da daruga pemal.

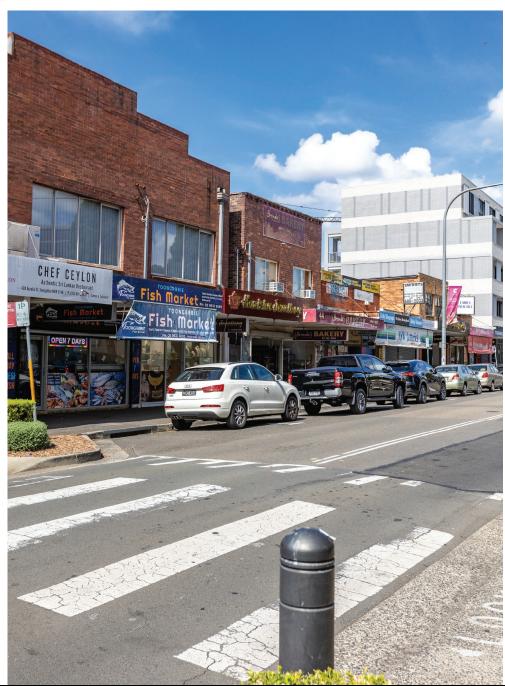
Didjeree Goor."

"We were the first carers of the land,
we took only what we needed from our Mother Earth.
Our ancestors knew how to take care of the land,
so as to continue their survival.
We do not own the land, but we are charged with the care of it.
As custodians of this land we ask that all people join us
and preserve what we have left for future generations.
We must protect the few sites we have to ensure our culture continues.
In the language of our ancestors we welcome you to Darug lands.
Thank you."

CONTENTS

1 Introduction 1.1 Purpose	Z
1.2 What is the Public Domain?	4
2 Planning Context 2.1 Strategies, Plan and Legislation	Ę
3 Overview 3.1 Site Context	7
4 Vision and Design Principles 4.1 Vision	
5 Urban Structure 5.1 Built Form and Active Street Frontages 5.2 Heritage and Open Space 5.3 Environmental Sustainability 5.4 Movement Corridors	9 10 11
6 Urban Design Elements 6.1 Street Layout and Typology 6.2 Street Furniture and Lighting 6.3 Street Trees and Landscaping 6.4 Paving 6.5 Signage 6.6 Smart Infrastructure	15 16 17
7 Public Domain Plans 7.1 Toongabbie Town Centre Precincts 7.2 Toongabbie Local Centre 7.3 Portico Precinct 7.4 Jirramba Precinct 7.5 Toongabbie Road Precinct	20 21 23
8 Implementation of Works	27





1. Introduction

1.1 Purpose

Cumberland City Council have prepared the Toongabbie Town Centre Public Domain Plan (The Plan) to guide the delivery of consistently high-quality public realm to promote the revitalisation of Toongabbie town centre.

This document sets out a town centre wide palette of streetscape treatments, including material palettes for surface treatments, street furniture, landscaping, and finishes. It also provides guidelines and relevant information to assist developers and Council in undertaking public domain works within Toongabbie town centre.

1.2 What is the Public Domain?

Within the context of this document, the public domain represents all urban and natural elements, structures, and spaces that exist within the publicly owned areas of Toongabbie town centre and the relationship between them. The public domain also includes privately-owned arcades, plazas, building forecourts, internal walkways, and other semi-public spaces as they also influence the overall character of the public domain.



2. Planning Context

2.1 Strategies, Plan and Legislation

This plan builds on the community feedback and the identified planning approach from a range of legislation, strategies and plans. These include the following:

- Cumberland 2030: Our Local Strategic Planning Statement,
- Cumberland Local Housing Strategy 2020,
- Cumberland Local Environmental Plan 2021,
- Cumberland Development Control Plan 2021, with reference to site specific controls for the Toongabbie Town Centre.

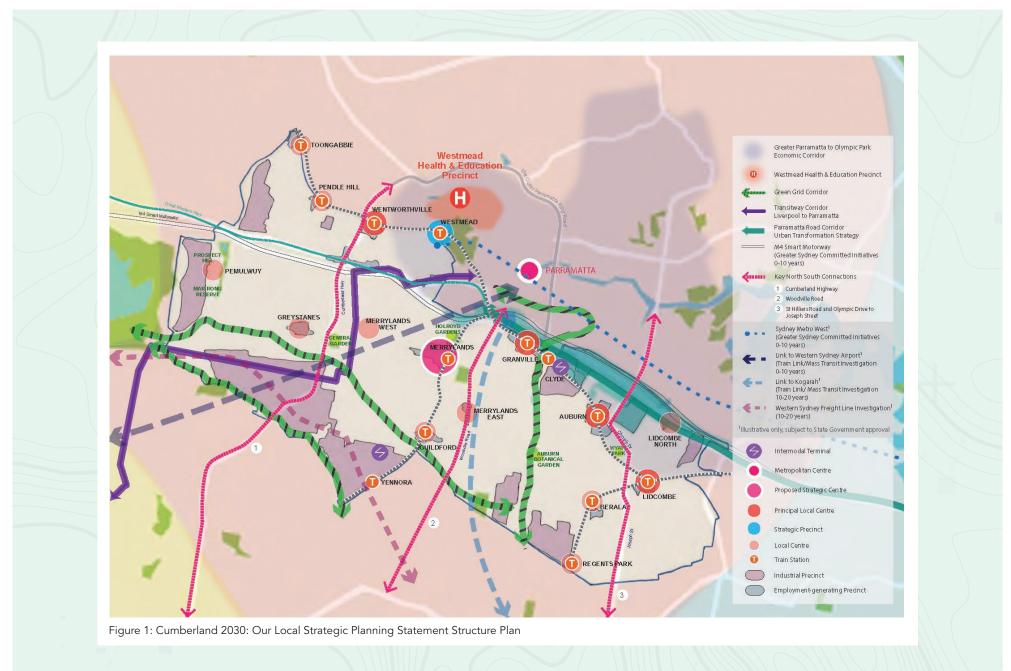
Cumberland 2030: Our Local Strategic Planning Statement identifies Toongabbie as a Local Centre that provides land use opportunities for housing and local employment, as well as services and facilities to meet the needs of the local community.

The Central City District Plan recognises the importance of our Local Centres as a focal point of neighbourhoods. Easily accessible Local Centres provide opportunities for social connections that assist in fostering healthy, creative, and culturally rich communities. Creating and renewing local centres and respecting the local heritage contributes to making a diversity of great places within our City.

The Toongabbie town centre supports the Department of Planning, Housing, and Infrastructure vision as a 30-minute city with access to jobs and services with good public transport access to Parramatta CBD.









3 Overview

3.1 Site Context

Toongabbie town centre is located on the northwestern boundary of Cumberland Local Government Area. Immediately to the east lies City of Parramatta and to the west Blacktown City Council Local Government Areas. Major road corridors that surround Toongabbie include Prospect Highway to the north, Cumberland Highway to the south and Great Western Highway to the west.

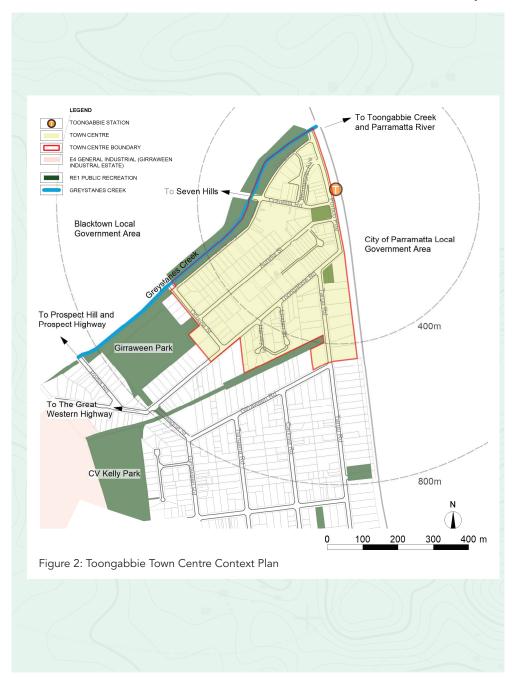
The Toongabbie town centre has evolved the from the train station located east of the town centre. The town centre is composed of mixed-use development and high-density residential development. South of the town centre is land zoned General Industry for the Girraween Industrial Estate.

The town centre is centred on Aurelia Street. Other streets within the town centre include Portico Parade, The Portico, Toongabbie Road, Junia Avenue, Cornelia Road, Octavia Street and Targo Road. Wentworth Avenue provides vehicular access over the railway line and connects directly into the town centre.

Toongabbie town centre is supported by public and active transport connections, a vibrant main street as well as social infrastructure including community halls, education institutions and a town centre park.

Two district parks surround the centre including Girraween Park, to the west, that provides for cricket, soccer and football, and CV Kelly Park, to the south, that provide for football, soccer, senior and little athletics.

Greystanes Creek is situated on the western side of the town centre and is a major tributary of Toongabbie Creek, which is, in turn, is one of two major arms of the Upper Parramatta River catchment. This creek corridor contributes to Sydney's blue and green grid.





4 Vision and Design Principles

4.1 Vision

Toongabbie is a vibrant town centre that will build on the local character to create an attractive, walkable, and socially inclusive open space network with high quality public realm at its centre.

4.2 Design Principles

Celebration of place

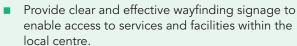
- Celebrate the history of Toongabbie and build on the local character to create a distinct and attractive neighbourhood.
- Create active and vibrant streetscapes that supports innovative economic activities throughout the day and evenings, which attract residents, workers and welcomes visitors to the local area.
- Promote opportunities to socialise and participate in local life with a high-quality public realm that will enhance the health and well-being of the local community.

Clean and Green

- Create a continuous green tree cover throughout the centre to assist in mitigating urban heat and stormwater runoff.
- Improve walkability to reduce reliance on cars that will assist in positive environmental outcomes including improved air quality.
- Enhance well-being and a sense of community identity by delivering an attractive and well-maintained public realm.
- Maintain areas of open space and introduce measures to capture stormwater runoff thereby improving the water quality entering Greystanes Creek.

Well connected

- Promote healthy living with good walking and cycling permeability throughout the local centre.
- Upgrade pedestrian crossings to improve safety and comfort for pedestrians.



 Use smart technologies and evidence-based decision making to prioritise footpath and cycling improvements.

Equitable

To assist in the creation of liveable neighbourhoods and a cohesive community, streetscape design shall be inclusive for all abilities and ages with a continuous accessible path of travel.



- Provide opportunities for social connections through the design of safe and comfortable places for people to stop and rest and engage with street life within the local centre.
- Celebrate the diversity of the community by implementing public art initiatives including street banners that assist in creating culturally rich and socially connected communities.



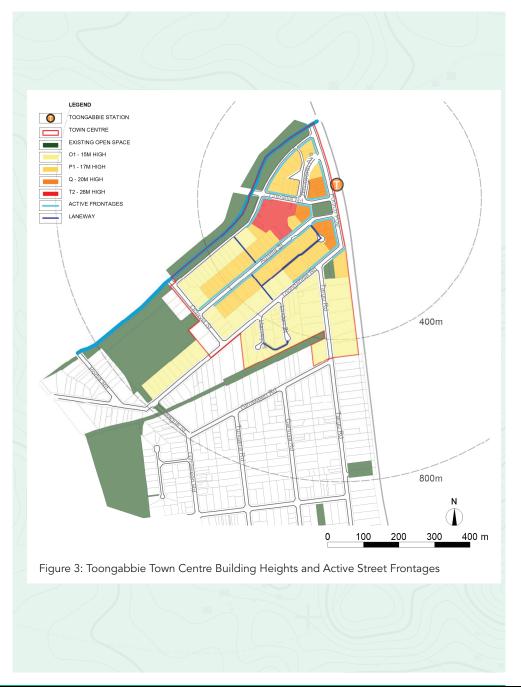
5.1 Built Form and Active Street Frontages

Land use planning within Toongabbie town centre is based on a range of mixed use and high-density areas. The built form needs to consider the future local character of our public domain.

The town centre is centred on its high street – Aurelia Street – with its fine grain texture at street level and opportunities for outdoor dining that will contribute to the vibrancy and liveability of Toongabbie. Portico Parade that fronts the Train Station will provide an attractive and welcoming entry to Toongabbie. Other streets, including Junia Avenue, Cornelia Road and Toongabbie Road, will have active frontages that supports dynamic economic life and contributes to the vibrancy of the centre.

The public domain associated with active street frontages will provide inviting seating areas, planting and lighting that promote both daytime and night-time activation. Public art elements including banner poles and decorative paving will provide a platform for creative and cultural expression that reflect the local character of Toongabbie and assist in enriching the local identity of the neighbourhood.

Footpaths will be accessible for all ages and abilities that will enhance walkability to and within the town centre and provide opportunities for socialisation and contribute to the health and well-being of our community.





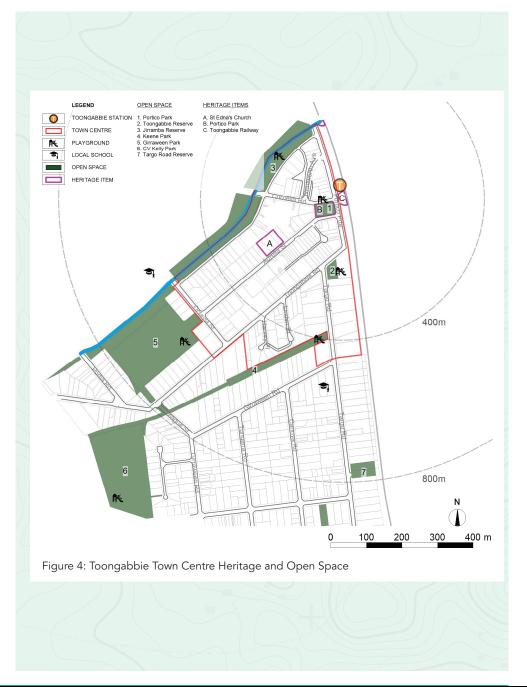
5.2 Heritage and Open Space

Toongabbie sits within Darug Country. Toongabbie was named in 1792 after Governor Arthur Phillip asked the local Aboriginal people their name for this place. Toongabbie is an Aboriginal word thought to have meant the junction of two creeks, or meeting of the waters or near the water. Part of the present-day suburb of Toongabbie lies in the municipality of the Cumberland Council. This area was part of the second-settlement of Toongabbie in 1792, which occurred further up Toongabbie Creek and began on land that was granted to individuals such as John Silverton, William Eggleton and John Martin. The establishment of the Railway Station built in 1880 led to the subdivision of original land grants and subsequent development of the local area. There was a gradual relocation of public utilities towards the town that grew up beside the station, mainly on the south side.

Heritage buildings contribute to the unique character and form of Toongabbie and are an exemplar of how community and social infrastructure developed to sustain the local community. The heritage item St Edna's Church Hall (inter-war hall, circa 1929), located on Aurelia Street, has been historically associated with the Catholic Church since 1929.

Toongabbie Railway Station was expanded in 1946 and is an exemplar of midcentury railway construction. Portico Park c1920 is of local heritage significance as it was part of the original Portico Estate subdivision by Arthur Rickard and Co. Though the park itself has been altered over time with the inclusion of new plantings and amenities, it retains its original layout and use. The park contains two memorial plaques placed on low lying stones located on the northwest corner with dedications to Karl Hofer (Australian Police Medal), and Wendy Tunks, acknowledging their invaluable contribution to the Cumberland Community.

Other parks within the town centre include Toongabbie Reserve that houses a local playground and seating, Jirramba Reserve along Greystanes Creek foreshore that includes a local playground, barbeque facilities and areas of natural bushland, and Keene Park, a local park located on a former railway track that provides a play area and seating. Just outside the town centre are two district level parks, including Girraween Park for playing of cricket, football and soccer with an amenities building and playground, and CV Kelly Park for soccer, senior and little athletics with a club room and playground.





5.3 Environmental Sustainability

To improve our resilience as a community and protect ourselves against future shocks and stresses we need to be environmentally sustainable.

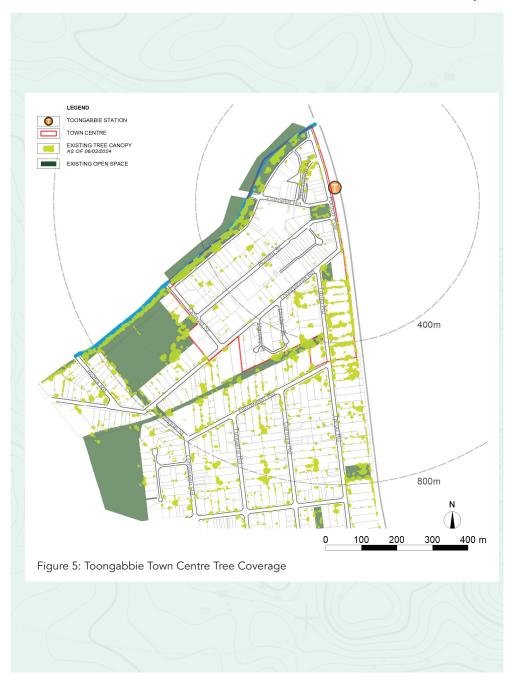
Trees and green cover are an effective way in which to reduce the build up of heat in our urban environment. Trees provide many benefits including in assisting in mitigating urban heat island effect, improving air quality through extraction of air particles, assisting in filtering stormwater, slowing down traffic as well as positive health and well-being benefits for our community.

There is a mix of urban and native tree planting throughout the town centre to cool the local environment. There is less than 10% tree coverage within the town centre. Just north of the town centre there is tree coverage of 41% within Jirramba Reserve, 31% within Toongabbie Reserve and Keene Park, and 21% in the western area within Girraween Park. Urban heat maps indicate that the town centre can experience up to 8-degree warmer temperatures and is more vulnerable to heat than the surrounding natural areas. Build-up of urban heat can be attributed not only to tree coverage, but also percentage of impermeable surfaces. Toongabbie town centre has a high percentage of impermeable surfaces (greater than 75%), with the exception of Portico Park, Toongabbie Reserve and Keene Park which are cooled by its large tract of green surfaces.

The opportunities to cool the urban environment within the town centre are limited and other green infrastructure including new parklets, green roofs, green walls, planter beds and Water Sensitive Urban Design (WSUD) projects need to be considered to assist in cooling our urban environment. Green infrastructure will also assist in minimising the impacts of storm water runoff.

An area of remnant River Flat Eucalyptus Forest ecological community is present within Jirramba Reserve, west of Cornelia Road, and will be managed in accordance with Cumberland's Biodiversity Strategy.

Greystanes Creek located north-west of the town centre provides opportunities to contribute to the green and blue grid network for the Central City District through management and enhancement of its environmental attributes.





5.4 Movement Corridors

5.4.1 Active and Public Transport

To encourage healthy lifestyles, active transport solutions including walking, cycling, and catching public transport can assist in keeping the town centre vibrant and socially connected as well as many positive environmental benefits.

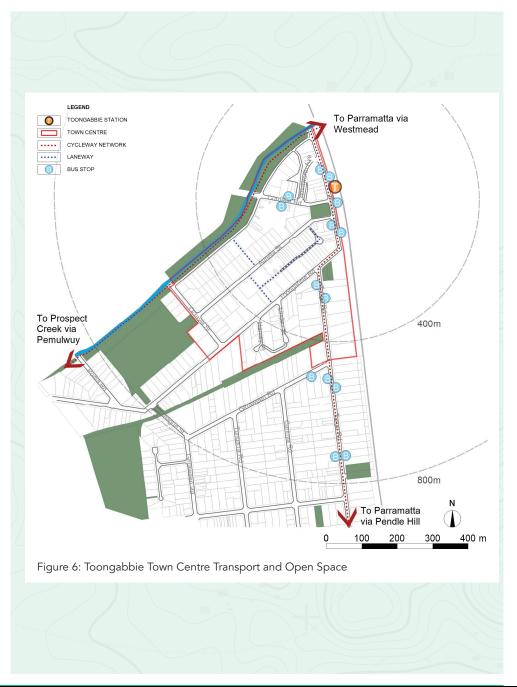
The Toongabbie Train Station is located on the T1 North Shore and Western Line and the T5 Cumberland Line. Two bus route operates from Toongabbie Train Station, one travelling between Parramatta to Blacktown via Pendle Hill and the other between Northmead and Parramatta. These transport options support the 30-minute city with access to services and jobs in our strategic centres including Parramatta CBD and Blacktown CBD.

Toongabbie is relatively flat with less than 1:30 slope and easily accessible. The town centre is very permeable with 3.6-metre-wide footpaths along the vibrant streets including Aurelia Street and Portico Parade. Kerb extensions are proposed on Portico Parade to shorten the length of travel across roads for pedestrians, thereby improving safety. Pedestrian crossing throughout the centre will be upgraded and raised where possible to slow down vehicle traffic.

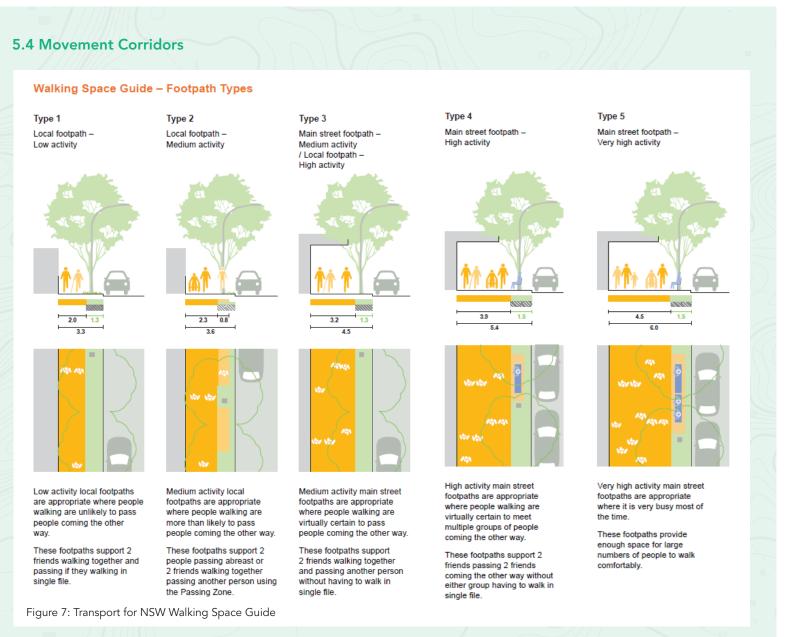
To ensure streets remain vibrant and liveable, footpath widths will need to accommodate an increasing population in the centre, as well as street furniture, signage and opportunities for outdoor dining. Transport for NSW Walking Space Guide provides recommended widths for footpaths. Smart technology will enable Council to monitor pedestrian movement patterns on footpaths to ensure they remain safe and comfortable.

Currently, all cycling is on-road within the Centre. Opportunities may be considered for supporting cycling infrastructure, including dedicated bike lanes (where feasible), signage and bike parking stations.

There are three regional cycleway routes that traverse the centre Toongabbie to Prospect Creek (via Pemulwuy); Toongabbie to Parramatta (via Westmead and Girraween Creek) and Toongabbie to Parramatta (via Pendle Hill, Wentworthville, and Westmead).











5.4 Movement Corridors

5.4.2 Cars and Freight

Local traffic movement is along Aurelia Street, Portico Parade and Junia Avenue. The major vehicular movement corridors are located on the periphery roads surrounding the town centre and include Targo Road, Toongabbie Road, Portico Parade, Cornelia Road and Octavia Street.

All traffic areas within the centre speed limit are 50km/hr.

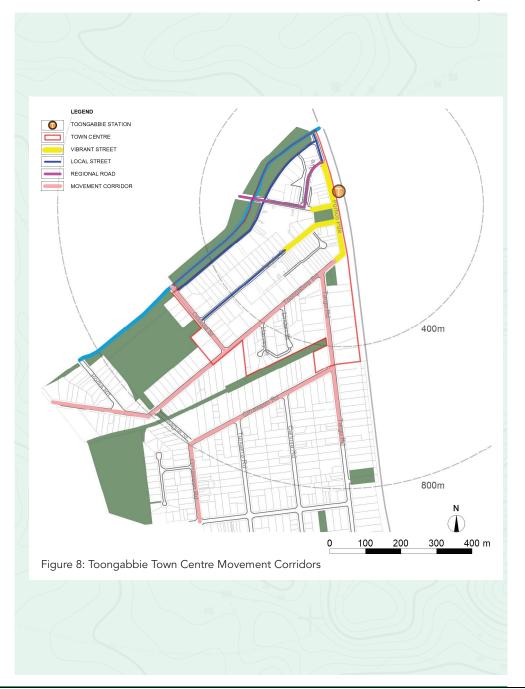
Freight access traverses the periphery of the town centre along the regional roads of Wentworth Avenue and Cornelia Road.

The town centre is well serviced by car parking options.

- 78 unrestricted time limit carparking carparks on Junia Avenue
- On street parking is available throughout the centre with designated on street disabled parking on Aurelia Street (4 spaces).

There are low occurrences of traffic incidents within the town centre.

Opportunities for improvements to pedestrian crossing points, sightlines and legibility of the road network will improve safety and comfort for all road users.





6.1 Street Layout and Typology

Streets are a critical component and building block of the urban environment that serves a key role in the public domain. Street design must be in accordance with the Australian Standards for pedestrian access on footpaths, as defined in AS/NZS 1428.4.1:2009 and it must follow these principles:

- Reinforce the street hierarchy, its use and character
- Create a pedestrian-friendly environment and the safe crossing and movement of carriageways for all people
- Ensure streets and public spaces are inclusive and liveable for all with consideration to Cumberland City Council's Disability Inclusion Action Plan 2022-2026.
- Allow references to the site's geographical and cultural history
- Be sufficiently robust and durable to withstand heavy use, and be easily maintained
- Maximise permeability for water infiltration

6.2 Street Furniture and Lighting

Street furniture contributes to the delivery of placemaking objectives and vibrant streetscapes for the public to enjoy. Lighting is an essential element that can influence the level of activity and use of the public domain. The installation of suitable lighting, passive surveillance and security will improve the safety of the community. Lighting also plays a role in reinforcing legibility and promoting street activation that supports the night economy.

There is opportunity to improve current street lighting to support sustainability and urban design objectives, as well as to also explore ideas for lighting activation in coordination with public art installations, particularly in shared zones and civic areas. A thoughtfully curated palette of outdoor dining furniture such as parklets, standing bars, seats and tables will activate the street space, encourage social interaction, and support local businesses along the main street.

The Disability Discrimination Act 1992 (DDA) ensures public areas are accessible to all ages and abilities. Street furniture within the public realm to be DDA compliant.

Street lighting must be in accordance with the Australian Standards for lighting in pedestrian areas, as defined in AS/NZS 1158.3.1:2020 and AS/NZS 60598.2.3:2015.

Street furniture and lighting elements should:

- Be robust and durable in material
- Define a sense of place and respond to the local history and cultural values of the site
- Activate the public domain that attracts and engages people
- Provide comfort and amenity
- Complement the placement of street trees and landscaping elements



6.3 Street Trees and Landscaping

Street tree planting and landscaping throughout the centre and will assist in providing shade, mitigating urban heat island effects, improving air quality and stormwater drainage. The increase in urban tree canopy cover will also assist in and delivery of Green Grid connections across Greater Sydney.

Tree lined streets can also be an effective traffic calming device to encourage driving at lower speeds resulting in pedestrian friendly streets.

It is proposed that existing established trees particularly on the Centre's periphery roads shall be retained and protected. New tree species have been selected to complement the existing street tree palette to integrate future development into the existing neighbourhood fabric. Nominated tree species were selected for their hardiness and will grow within highly urbanised environments.

The selection of street trees and landscaping should be in accordance with Cumberland Urban Tree Strategy 2020 and follows these principles:

- Create an aspirational and high-quality urban landscape by selecting species that will grow in existing conditions and respond well to future development.
- Ensure street trees and planting contribute to enhance local identity and
- In outdoor seating areas, to consider thermal comfort and provide deciduous shade-bearing trees in summer months that will allow solar access in winter months.
- Promote Water Sensitive Urban Design (WSUD) through selection of the tree species that require few inputs, such as irrigation.
- Provide consistent spacing and visual continuity along the street.
- Facilitate passive surveillance and not pose a hazard.
- Incorporate WSUD including rain gardens, tree pits and other design measures to enhance flood protection and stormwater management.
- The species selected will respond to the scale and visual prominence of streets, lot layout, street lighting, services and drainage layout and required to provide visual amenity, shade, and temperature control.

Recommended Species

Anigozanthos 'Big Red'



'Bush Pearl'







chamaecyparissus





longifolia

'Nyalla'



viscosum



Brachvscome multifida

'Break O Day'

Grevillea 'Winter Delight'



floribunda

laurina

'Luscious'

'amethyst'













Eucalyptus ampifolia

Lagerstroemia indica 'Sioux'

Lophostemon confertus

Melaleuca decora

Pyrus calleryana 'Cleveland Select'







Zelkova serrata 'Green Vase'

Where the opportunity exists, incorporate planter boxes and hanging baskets to provide colour and visual interest throughout the local centre.

Botanical Name	Common Name	Height x Width	Pot Size
Angophora floribunda	Rough bark apple	30 x 15	200L
Eucalyptus ampifolia	Cabbage Gum	30 x 15	200L
Lagerstroemia indica 'Sioux'	Crepe myrtle	7 x 5	400L
Lophostemon confertus	Brush Box	15 x 10	400L
Melaleuca decora	White feather honey myrtle	12 x 5	100L
Pyrus calleryana "Cleveland Select'	Chanticleer Pear	11 x 6	400L
Tristaniopsis laurina 'Luscious'	Kanooka Gum	8 x 4	400L
Zelkova serrata 'Green Vase'	Chinese Elm	14 x 10	400L



6.4 Paving

To provide a quality pedestrian surface treatment throughout the centre, the following elements need to be considered:

- Visual and tactile qualities of the paving should accessibility communicate the function characteristics of the street.
- Use pavers that are flexible, easy to remove and relay. Use sustainable locally sourced and readily available paving materials.
- Integrate pebblecrete pavers with new pebblecrete pavers so that paving reads as a continuous legible palette.
- Where the opportunity exists, work with Council to design and install decorative paving that reflects the interests of the community. Integrate decorative paving within upgraded streetscapes, park areas and seating areas, subject to approval by Council.

Various footpaths within precinct and surrounds



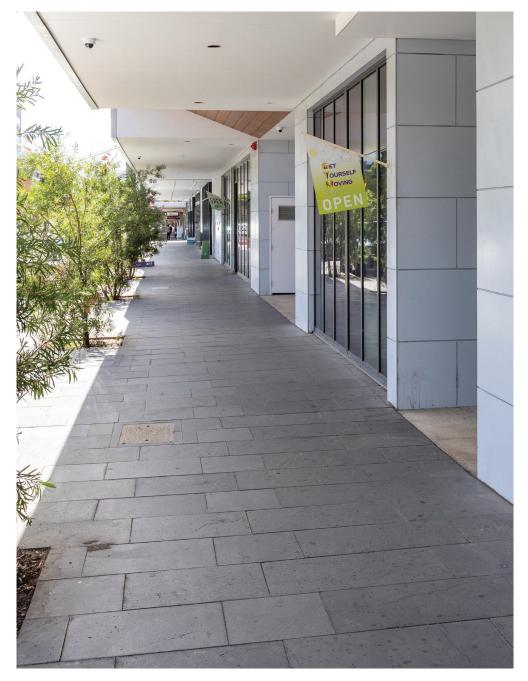




Pebblecrete pavers

Concrete paving

Decorative paving





6.5 Signage

A coordinated approach for the delivery of signage will provide clear and easy access to destinations and assist in the navigation around the town centre. Signage and banners should be in accordance with Council's branding guideline and enhance legibility and a sense of place. This includes:

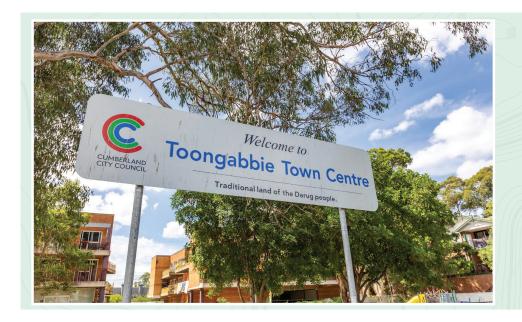
- Provide continuity in the design approach (placement, material, and look).
- Avoid visual clutter in design and form.
- Complies with sight line requirements as per traffic engineering specifications.
- Contributes to street activation and urban amenity.
- Opportunities for heritage signage in the Toongabbie town centre and surrounds will also be considered.

6.6 Smart Infrastructure

To inform agile placemaking and facilitate data-driven planning for the future, Council will incorporate smart technologies and infrastructure within its town centres.

Incorporating smart technology and infrastructure in our public domain is a useful tool to enhance the public amenity by providing real-time data that measure impacts on local microclimates, monitor car parking demand, as well as improve public safety and security.

There is an opportunity to further explore and deliver integrated digital design solutions and utilities that will contribute to the resilience and innovation objectives for the town centre.







7 Public Domain Plans

7.1 Toongabbie Town Centre Precincts

There are three identified precincts within Toongabbie Town Centre, each with a distinctive character. The following section outlines the character, public domain attributes and public domain elements for each precinct.

- Portico Precinct

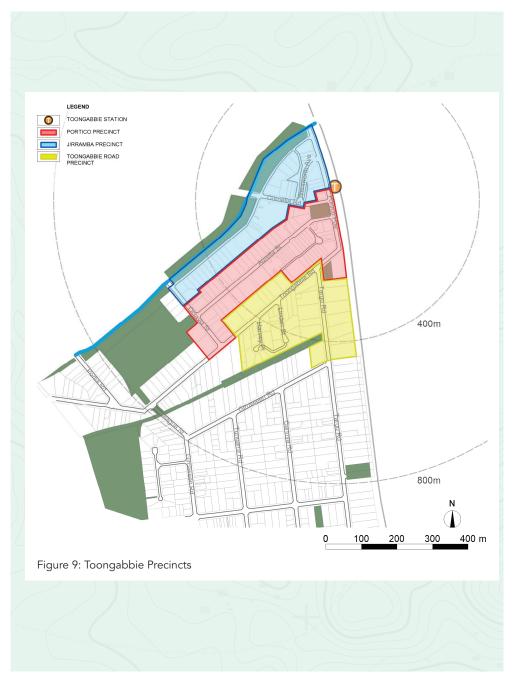
Portico Precinct is centred on Aurelia Street, a vibrant main street supporting retail and business. Other streets within this precinct include The Portico, Portico Parade, Wentworth Avenue, Toongabbie Road and Junia Street.

— Jirramba Precinct

Jirramba Precinct is centred on Junia Avenue to the north-west, and includes top shop housing, Greystanes Creek, recreation, and bushland areas. Other streets within this precinct include Octavia Street and Portico Parade.

— Toongabbie Road Precinct

Toongabbie Road Precinct is the gateway to the town centre from the south and is centred on Toongabbie Road and Targo Road.





7 Public Domain Plans

7.2 Toongabbie Town Centre

Public Domain

Footpaths within precinct and surrounds:



New pebblecrete pavers along Aurelia Street and Portico Parade



Decorative paving with artwork proposed along Aurelia Street and Portico Parade



Concrete for all other paved areas (Natural Grey with no added oxide)

Street Furniture:



Dual Waste Bins



Bike Racks



Benches

Street Functional Decor:



Lighting and Banners

- Mounted light poles (MFP) with banner arms
- LED luminaires in natural white (refer to AS/NZS 1158.3.1:2020

Pedestrian Area Lighting

- Luminaires for road and street lighting (AS/NZS 60598.2.3:2015)
- Council to supply banners

Equitable Access - Improve legibility for all accessibility:



Tactile Ground Surface Indicators (TGSI)

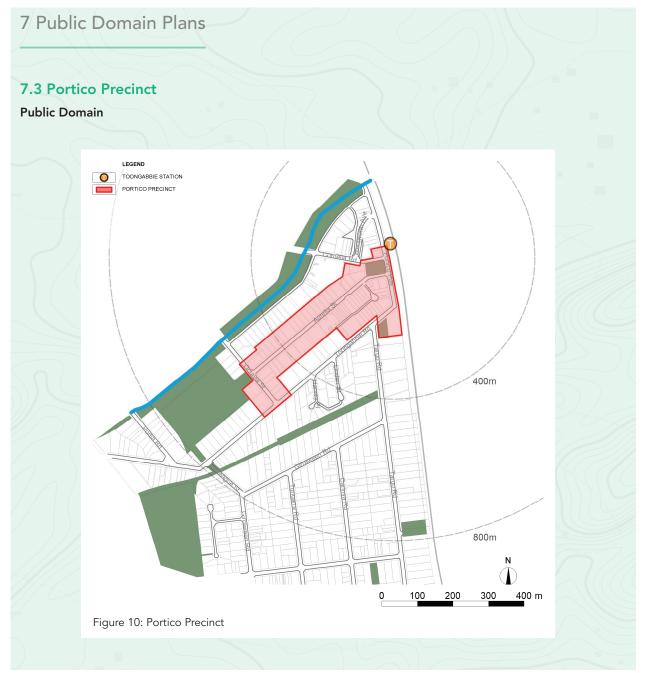
- Warning tactile, directional tactile Grade 316 stainless steel Slip resistances AS/NZ 4586-2013 Appendix A class 5 (very low) Installation shall comply with AS 1428.1-2009

Clean and green WSUD



Best practice Water Sensitive Urban Design (WSUD) measures will be incorporated into design. This will assist with reducing potential flooding and maximising opportunities for healthier tree root growth and canopy cover where applicable.









7 Public Domain Plans

7.3 Portico Precinct

Public Domain



Main Street Retail

Aurelia Street will be reinforced as a vibrant retail strip with improved pedestrian pavement, street furniture, greenery, and public art. This approach can support existing businesses, provide opportunities for new businesses, which can facilitate a greater choice of services for the local community.



Celebrating our Community

Portico Park will be upgraded with opportunities for families to gather, children to play and the community to celebrate that will improve liveability within the centre and provide positive health and wellbeing benefits.



Pedestrian Access

Permeability within the town centre will be improved with upgraded pedestrian crossings and kerb build outs at intersections.











7 Public Domain Plans

7.4 Jirramba Precinct

Public Domain



Jirramba Reserve

Jirramba Reserve will be revitalised offering a shaded green space for residents to stop and rest, and the opportunity for informal social interaction.



Connections to Nature

The natural environment within Jirramba Reserve will be protected and enhanced to increase our resilience against urban heat and improve air quality as well as mitigate impacts of flooding.

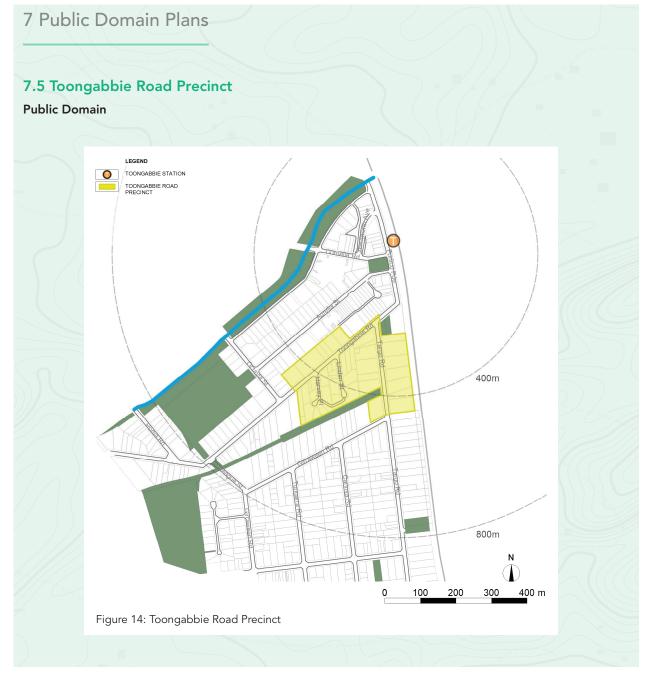


Public Art

Work with first nations and the community to implement public art within Jirramba Reserve and throughout the town centre to ensure that Toongabbie remains distinctive and attractive for both residents and visitors alike.











7 Public Domain Plans

7.5 Toongabbie Road Precinct

Public Domain



Urban Cooling

Increasing green coverage throughout the Precinct will assist in mitigating urban heat build up to provide cooler places to be enjoyed by the community.



Open Space

Enhance Keene Park to provide places to play, opportunities for families to gather and a space for workers to have lunch breaks.



Public Art

Opportunities for public art that reflect the community spirit and contributes to making Toongabbie town centre a distinctive place.





8 Implementation of Works

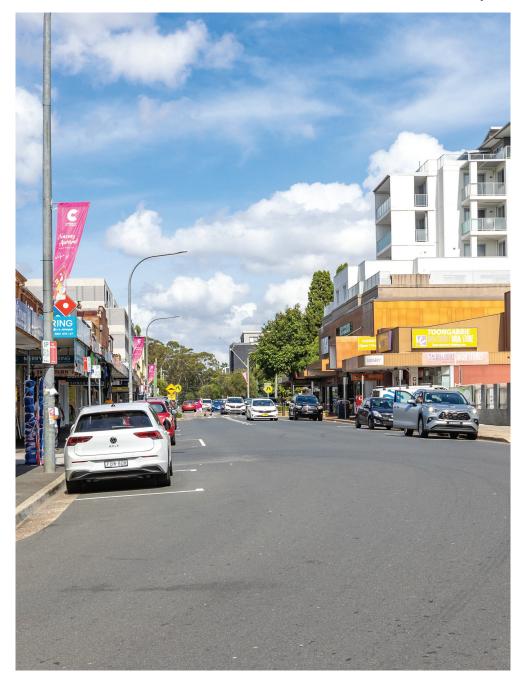
The works outlined in the Public Domain Plan will be delivered by Council as part of its Capital Works Program, or by the private sector through areas of future development activity.

The Public Domain Plan for the Toongabbie town centre will be progressively implemented in stages. The timing of works will be determined by development activity, available funding for Council to use, or the delivery of works in accordance with local infrastructure contributions or planning agreements.

The initial stages of works will be funded through local infrastructure contributions already collected, with a focus on improvements to Aurelia Street, Portico Park and Girraween Park.

The areas where the Public Domain Plan are implemented by a developer, the following guidelines shall apply:

- The Developer will be responsible for the upgrade works that interface with the street frontage to the standard and in accordance with this Public Domain Plan.
- Public domain works to be in accordance with the Works Schedule prepared by Council.
- Construction works for the public domain to be approved by Council's representative prior to final sign off.





DRAFT

Public Domain Plan Toongabbie Town Centre

2024



Cumberland City Council

16 Memorial Avenue, PO Box 42, Merrylands NSW 2160. **T** 8757 9000 **W** cumberland.nsw.gov.au **E** council@cumberland.nsw.gov.au

f Cumberland City Council Sydney @ cumberlandcitycouncil



Item No: C04/24-498

DRAFT GUILDFORD TOWN CENTRE PUBLIC DOMAIN PLAN - POST EXHIBITION

Directorate: Environment and Planning
Responsible Officer: Director Environment & Planning

Community Strategic Plan Goal: Enhancing the Natural and Built Environment

SUMMARY

The Guildford Town Centre Public Domain Plan has been prepared to guide the delivery of an enhanced public realm for the Guildford Town Centre. The Plan will support future work by Council, landowners and developers in achieving the desired public domain outcomes for this area. The Draft Plan supports the broader planning work undertaken for this precinct.

The Public Domain Plan was placed on public exhibition for a period of 28 days seeking feedback from the community and key stakeholders. This report details the outcomes from submissions received during the public exhibition period and recommends the adoption of the Guildford Town Centre Public Domain Plan.

RECOMMENDATION

That Council adopt the Guildford Town Centre Public Domain Plan as provided in Attachment 1.

REPORT

Council at its meeting of 18 October 2023 (Item No: C10/23-402) resolved that the Guildford Town Centre Public Domain Plan be placed on public exhibition for a period of 28 days, with a report provided back to Council following the conclusion of the exhibition period (Min. 565).

The Draft Guildford Town Centre Public Domain Plan was exhibited for 28 days between Monday 6 November to Tuesday 5 December 2023 and made available on Council's 'Have Your Say' page.

Submissions were received from 22 community respondents and 3 directly from community and public organisations. A summary of all themes from the submissions received, and the Council's responses are outlined in Attachment 3 to this report.

The majority of responses received from the community were in support of the Public Domain Plan. The final draft revision of the document following the public exhibition period has been prepared to take account of minor errors and text clarifications.



In accordance with the above, Council has now addressed all public feedback and recommends the Guildford Town Centre Public Domain Plan be adopted by Council as outlined in Attachment 1 of this report.

COMMUNITY ENGAGEMENT

Council publicly exhibited the Draft Guildford Town Centre Public Domain Plan for 28 days from Monday 6 November to Tuesday 5 December 2023 both on Council's website and in local newspaper publications.

Council had 1,237 visits to the 'Have Your Say' community engagement website during the public exhibition period, with 69 downloading the Draft Guildford Town Centre Public Domain Plan provided.

Submissions were received from 22 community respondents and 3 directly from community and public organisations. Council has formally responded to all respondents who made a submission and notified them of the consideration of this item at this Council meeting.

Methods of engagement included:

- Notices published in local newspapers.
- Notices sent to Have Your Say Newsletter participants, community groups and public agencies, and posted on social media.
- Promoted in an episode of Cumberland conversations podcast.
- Posters were installed at select locations within the town centre.
- Two pop up information stalls in the town centre.

POLICY IMPLICATIONS

The Plan will support place-based outcomes identified for Guildford in Cumberland 2030: Our Local Strategic Planning Statement and is also aligned with Council's Community Strategic Plan.

RISK IMPLICATIONS

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

FINANCIAL IMPLICATIONS

Public domain works identified in the Guildford Town Centre Public Domain Plan will be included for consideration in Council's capital works program. Development contributions have also been collected and reserved for this purpose. The first stage of works identified under the Plan is the upgrade to Guildford Lane as part of the Safer Cities: Her Way project funded by the NSW Government, which is currently underway, with future initial stages having a focus on Guildford Road. Further grant opportunities to implement the plan will also be explored as they become available.



CONCLUSION

The Guildford Town Centre Public Domain Plan has been developed to guide the delivery of consistently high-quality public realm to reinforce the centre's role in creating healthy, creative, culturally rich and socially connected communities. It is recommended that Council adopt the Guildford Town Centre Public Domain Plan as provided in Attachment 1.

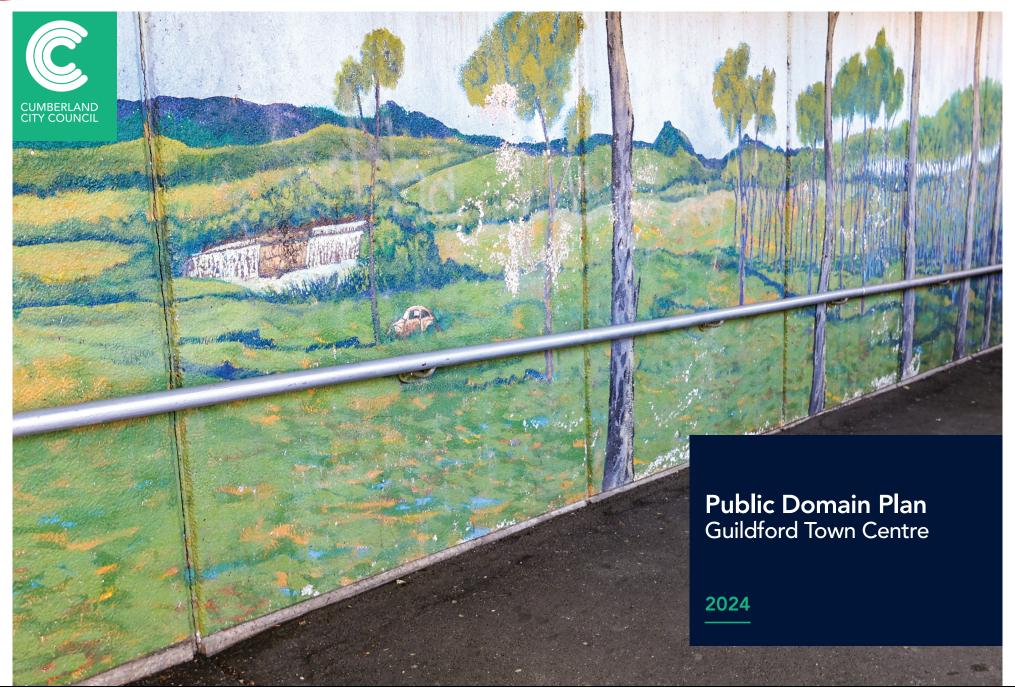
ATTACHMENTS

- 1. Guildford Town Centre Public Domain Plan J.
- 2. Draft Guildford Town Centre Public Domain Plan Engagement Evaluation Report J
- 3. Draft Guildford Town Centre Public Domain Plan Response to Submissions J.

DOCUMENTS ASSOCIATED WITH REPORT C04/24-498

Attachment 1 Guildford Town Centre Public Domain Plan





C04/24-498 - Attachment 1

Page 355





Welcome to Country

by Darug Elder Aunty Edna

"Jumna ya wogal wal ya pemel jumna mingan jumna tamu. Ngalaringi wyanga pemal.

Ngalaringi babuna wal gnia ya pemal da lo-loley dice wara Mooting jumna banga nolla ya.

Pemal jumna wal gnia koi mund wal tati pemal jumna annagar dice.

Eorah wal mullana wal mingan jumna gai gnia bou gu-nu-gal Nglaringi go-roong dyaralang. Nglaringi go-roong dyaralang.

Ngalaringi bou ngalaringi jam ya tiati nglaringi bubuna jumna. Mittigar gurrung burruk gneene da daruga pemal. Didjeree Goor."

"We were the first carers of the land,
we took only what we needed from our Mother Earth.
Our ancestors knew how to take care of the land,
so as to continue their survival.
We do not own the land, but we are charged with the care of it.
As custodians of this land we ask that all people join us
and preserve what we have left for future generations.
We must protect the few sites we have to ensure our culture continues.
In the language of our ancestors we welcome you to Darug lands.
Thank you."

CONTENTS

1 Introduction

1.1 Purpose	
2 Planning Context 2.1 Strategies, Plan and Legislation	5
3 Overview 3.1 Site Context	7
4 Vision and Design Principles 4.1 Vision	
5 Urban Structure 5.1 Built Form and Active Street Frontages 5.2 Heritage and Open Space 5.3 Environmental Sustainability 5.4 Movement Corridors	. 10 . 11
6 Urban Design Elements 6.1 Street Layout and Typology 6.2 Street Furniture and Lighting 6.3 Street Trees and Landscaping 6.4 Paving 6.5 Signage 6.6 Smart Infrastructure	. 15 . 16 . 17 . 18
7 Public Domain Plans 7.1 Guildford Town Centre Precincts 7.2 Guildford Town Centre 7.3 Guildford Town East Precinct 7.4 Guildford Town West Precinct 7.5 Library Precinct	. 20 . 21 . 23
8 Implementation of Works	. 27
Appendix A: Heritage Items within Guildford	. 28

over Image: Public artwork at Guildford





1. Introduction

1.1 Purpose

Cumberland City Council have prepared the Guildford Town Centre Public Domain Plan (The Plan) to guide the delivery of consistently high-quality public realm to promote the revitalisation of Guildford town centre.

This document sets out a town centre wide palette of streetscape treatments, including material palettes for surface treatments, street furniture, landscaping, and finishes. It also provides guidelines and relevant information to assist developers and Council in undertaking public domain works within Guildford town centre.

1.2 What is the Public Domain?

Within the context of this document, the public domain represents all urban and natural elements, structures, and spaces that exist within the publicly owned areas of Guildford town centre and the relationship between them. The public domain also includes privately-owned arcades, plazas, building forecourts, internal walkways, and other semi-public spaces as they also influence the overall character of the public domain.



2. Planning Context

2.1 Strategies, Plan and Legislation

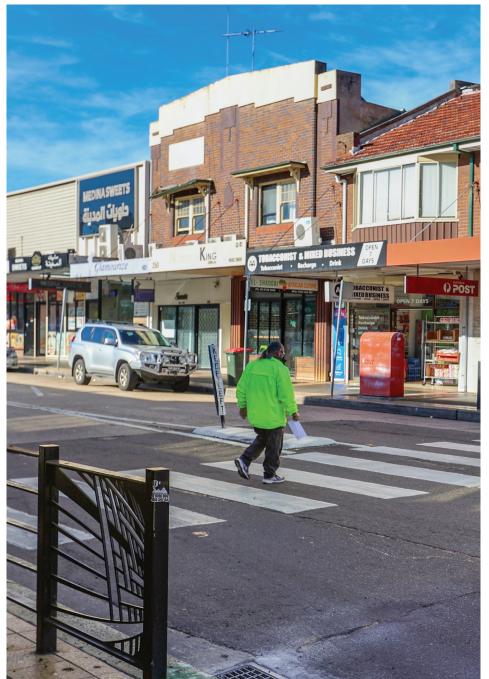
This plan builds on the community feedback and the identified planning approach from a range of legislation, strategies and plans. These include the following:

- Cumberland 2030: Our Local Strategic Planning Statement,
- Cumberland Local Housing Strategy 2020,
- Cumberland Local Environmental Plan 2021,
- Cumberland Development Control Plan 2021, with reference to site specific controls for the Guildford Town Centre.

Cumberland 2030: Our Local Strategic Planning Statement identifies Guildford as a Local Centre that provides land use opportunities for housing and local employment, as well as services and facilities to meet the needs of the local community.

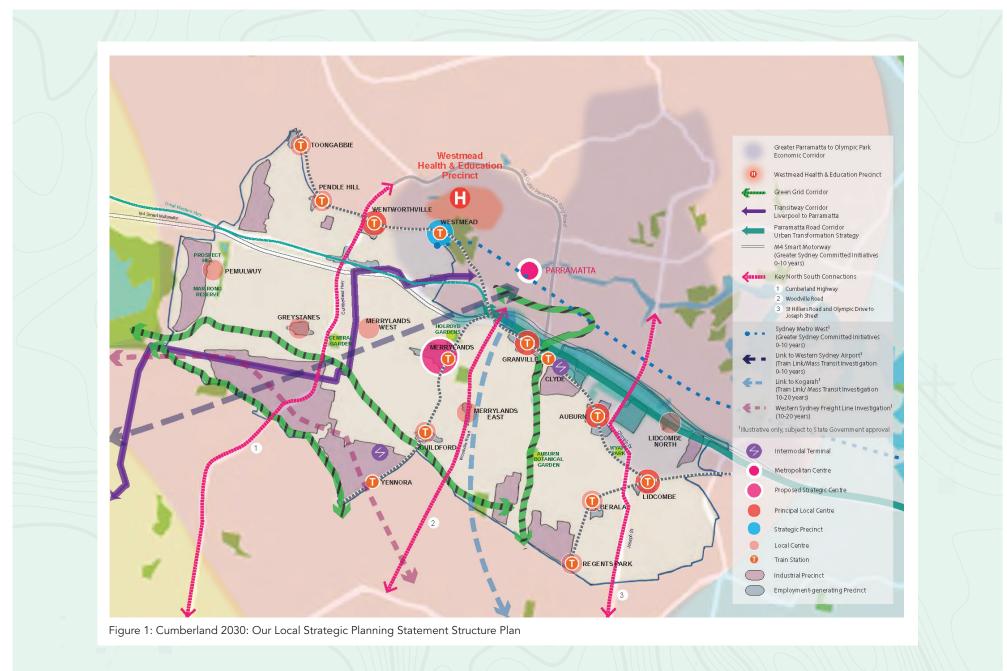
The Central City District Plan recognises the importance of our Local Centres as a focal point of neighbourhoods. Easily accessible Local Centres provide opportunities for social connections that assist in fostering healthy, creative, and culturally rich communities. Creating and renewing local centres and respecting the local heritage contributes to making a diversity of great places within our City.

The Guildford town centre supports the Department of Planning and Environment vision as a 30-minute city with access to jobs and services with good public transport access to Parramatta and Liverpool CBD.



C04/24-498 – Attachment 1







3 Overview

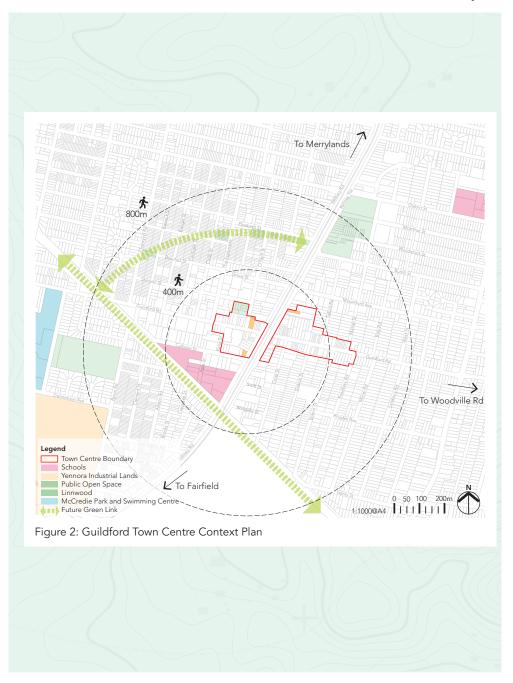
3.1 Site Context

Guildford town centre is centrally located and on the southern boundary in the Cumberland Local Government Area. Immediately to the north is Merrylands town centre and to the south lies Fairfield City Council Local Government Area. Major road corridors that surround Guildford include Woodville Road to the east and Cumberland Highway to the west.

The Guildford town centre has evolved and is centred on the train station resulting in the town centre being divided into two sections, east and west of the railway line. To the west, the town centre is bound by Military Road, Stimson Street, The Esplanade, Kane Street and Calliope Street. To the east, the town centre is bound by Railway Terrace, Collins Lane, Rosebery Road and tapering from Marian Street to the northern side of the Council owned carpark and library.

The town centre comprises of mixed-use development and surrounded by high density residential with low density residential to the north-east. Guildford provides a range of retail, business, and local employment opportunities. Community infrastructure includes a local library and two community halls – Guildford Community Centre and Tom Collins Community Rooms. There are two areas of open space within the centre - Warnock Park and a Public laneway in the east. Open spaces that surround the town centre include two district parks, McCredie Park to the west and Guildford Park to the north of the centre, with a string of local parks to the north and west. Guildford Swimming Pool is located just west of the centre. Guildford is serviced by two schools – Guildford Public School and St Patricks Primary School, both located immediately south of the town centre.

Duck Creek situated on the north-western side of the town centre has been channelised and piped under roads and playing fields flowing into A'Becketts Creek. Duck Creek is part of Parramatta River catchment and contributes to Sydney's blue and green grid.





4 Vision and Design Principles

4.1 Vision

Guildford is a vibrant town centre that will build on the local character to create an attractive, walkable, and socially inclusive open space network with high quality public realm at its centre.

4.2 Design Principles

Celebration of place

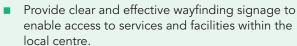
- Celebrate the history of Guildford and build on the local character to create a distinct and attractive neighbourhood.
- Create active and vibrant streetscapes that supports innovative economic activities throughout the day and evenings, which attract residents, workers and welcomes visitors to the local area.
- Promote opportunities to socialise and participate in local life with a high-quality public realm that will enhance the health and well-being of the local community.

Clean and Green

- Create a continuous green tree cover throughout the centre to assist in mitigating urban heat and stormwater runoff.
- Improve walkability to reduce reliance on cars that will assist in positive environmental outcomes including improved air quality.
- Enhance well-being and a sense of community identity by delivering an attractive and wellmaintained public realm.
- Maintain areas of open space and introduce measures to capture stormwater runoff thereby improving the water quality entering Duck Creek.



- Promote healthy living with good walking and cycling permeability throughout the local centre.
- Upgrade pedestrian crossings to improve safety and comfort for pedestrians.



 Use smart technologies and evidence-based decision making to prioritise footpath and cycling improvements.



- To assist in the creation of liveable neighbourhoods and a cohesive community, streetscape design shall be inclusive for all abilities and ages with a continuous accessible path of travel.
- Provide opportunities for social connections through the design of safe and comfortable places for people to stop and rest and engage with street life within the local centre.
- Celebrate the diversity of the community by implementing public art initiatives including street banners that assist in creating culturally rich and socially connected communities.





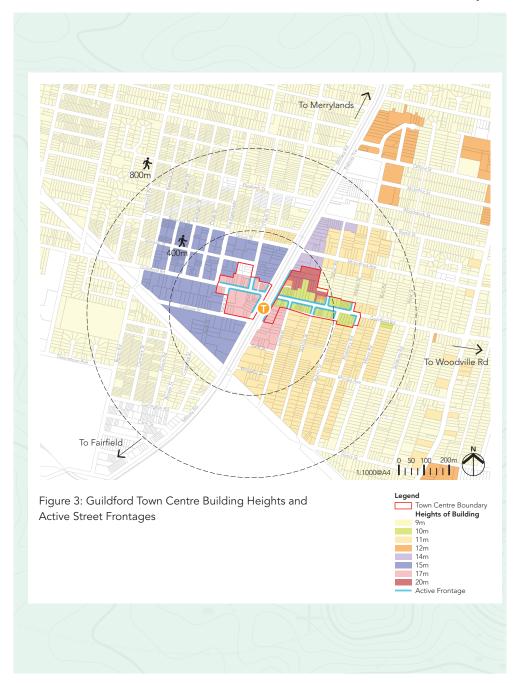
5.1 Built Form and Active Street Frontages

Land use planning within Guildford town centre is based on a range of mixed use and high-density areas. The built form needs to consider the future local character of our public domain.

The town centre is centred on its high streets - Guildford Road (East) and Guildford Road (West). These streets will have a fine grain texture at street level with continuous active street frontages that will contribute to the vibrancy and liveability of the local centre. Street fronting the train station will also have active frontages and provide an attractive and welcoming entry to Guildford.

To support active street frontages, the public domain will provide attractive seating areas, planting and lighting that promote both daytime and night-time activation. Public art elements including banner poles and decorative paving that reflect the existing local character of Guildford will be integrated into the streetscape and assist in retaining the local identity of the neighbourhood.

Footpaths will be accessible for all ages and abilities that will enhance walkability to and within the town centre and provide opportunities for socialisation and contribute to the health and well-being of our community.





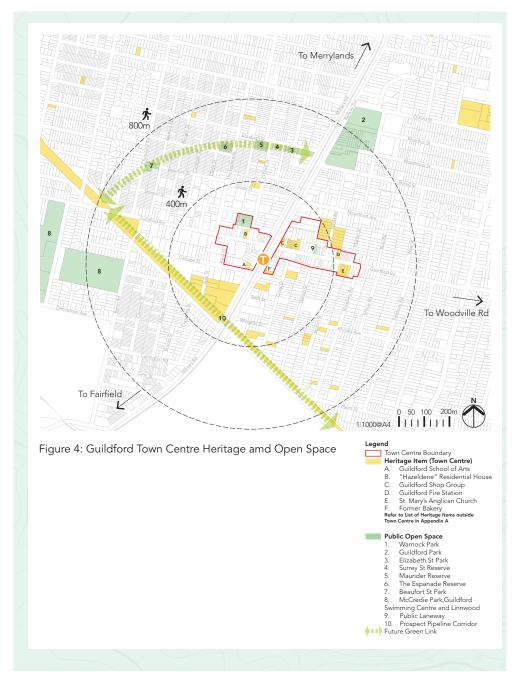
5.2 Heritage and Open Space

Guildford sits within Darug Country. Heritage buildings contribute to the unique character and form of Guildford and are an exemplar of how community and social infrastructure developed to sustain the local community. The establishment of the railway station built in 1876 led to the subdivision of original land grants and subsequent development of the local area. In 1886, Guildford was described as a 'busy though not populous fruit growing district'. It was at this time that Linnwood, owned and designed by George McCredie, was built (and now is of State heritage significance). Into the 20th century, the area was still described as a 'tiny village' and 'almost unknown' but in the second decade of the century a building boom took place. In 1915, a police station, a fire station, and industry such as brickworks, all came to the area of Guildford as it grew into a busy suburb with new residences, shops and citizens.

The following heritage items showcase a range of architectural styles which contribute to the distinctive visual quality of Guildford. On the eastern side, heritage buildings include; Guildford Fire Station, rebuilt in 1928, whose design is associated with William McNiven, architect of the Board of Fire Commissioners; the Guildford Road Shop Group, built c. 1910-1920 that continues to make a notable contribution to the streetscape, and, the former Bakery built in 1915 and St. Mary's Anglican Church, built in 1937 in the interwar gothic architectural style.

On the western side, there are two heritage buildings: "Hazeldine" a Federation/ Queen Anne style residential dwelling built in 1898 that briefly served as the Police Station between 1926-1933, and the Guildford School of Arts c. 1901-1925. The latter building has provided educational and community services since the 1920's. The site also has historic and social significance for its relation to the returned servicemen, having been renamed the "Soldiers Memorial School of Arts" in 1933, which was followed by the inclusion of a sandstone World War I memorial. This memorial was later adapted to include an honour role for World War II.

There are two areas of open space within the town centre; Warnock Park built in 1945 which includes a formal playground and public amenities and a public laneway with shade trees and seating that connects Guildford Road with the public carpark and library. Two district parks are located within vicinity of the Centre: Guildford Park for football, cricket and netball, and McCredie Park which is the home ground for the Guildford Rugby League Football Club and provides for football, cricket and hockey. Guildford Swim Centre adjoins McCredie Park. A range of local open spaces are available within 800m walking distance of the centre.





5.3 Environmental Sustainability

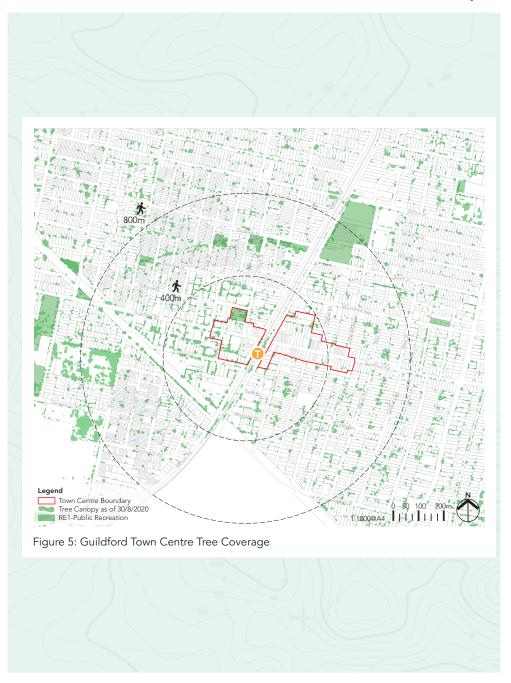
To improve our resilience as a community and protect ourselves against future shocks and stresses we need to be environmentally sustainable.

Trees and green cover are an effective way in which to reduce the build up of heat in our urban environment. Trees provide many benefits including in assisting in mitigating urban heat island effect, improving air quality through extraction of air particles, assisting in filtering stormwater, slowing down traffic as well as positive health and well-being benefits for our community.

There is a mix of urban and native tree planting throughout the town centre to cool the local environment. Tree coverage varies across the centre. There is good tree coverage in the western areas of the town centre, 21-30% and average tree cover in the eastern areas of the town centre, 11-20%. Guildford Road East and Guildford Road West (between Military Road and O'Neil Street) have less than 10% cover. Urban heat maps indicate that the town centre can experience between 6-8-degree warmer temperatures and is more vulnerable to heat than the surrounding natural areas. Build-up of urban heat can be attributed not only to tree coverage, but also percentage of impermeable surfaces. Guildford town centre has a high percentage of impermeable surfaces (greater than 75%), with exception to Warnock Park which is cooled by its large tract of green surfaces.

The opportunities to cool the urban environment within the town centre are limited and other green infrastructure including new parklets, green roofs, green walls, planter beds and Water Sensitive Urban Design (WSUD) projects need to be considered to assist in cooling our urban environment. Green infrastructure will also assist in minimising the impacts of stormwater runoff.

There are opportunities to contribute to the green and blue grid network for the Central City District on the periphery of the town centre along the Prospect Pipeline and Duck Creek located south and north-west of the town centre respectively.





5.4 Movement Corridors

5.4.1 Active and Public Transport

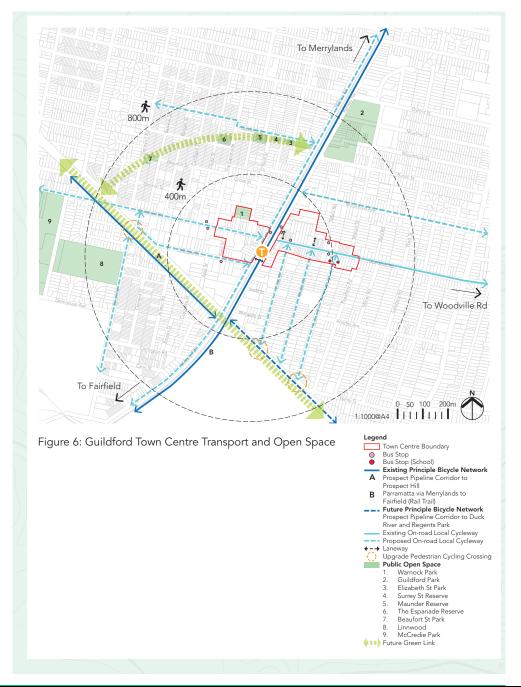
To encourage healthy lifestyles, active transport solutions including walking, cycling, and catching public transport can assist in keeping our local centre vibrant and socially connected. Active transport also has many positive environmental benefits.

The Guildford train station is located on the T2 Inner west and Leppington Line and the T5 Cumberland Line. There are currently 2,000 – 4,000 persons boarding the trains during the morning peak between 6am – 10am. Five bus routes operate from Guildford train station, travelling to Chester Hill, Parramatta, Merrylands, and Smithfield. Services are at regular 30-minute intervals with more frequent services to Merrylands. Approximately 1,000 – 3,000 persons board buses monthly at the town centre. These transport options support the 30-minute city with access to services and jobs in our strategic centres including Parramatta CBD and Liverpool CBD.

Guildford is relatively flat with less than 1:30 slope and easily accessible. The town centre is very permeable, with 3.6-metre-wide footpaths along the vibrant streets including Guildford Road, and parts of Railway Terrace and Military Road. Kerb extensions are proposed on Guildford Road to shorten the length of travel across roads for pedestrians, thereby improving safety. Pedestrian crossing throughout the centre will be upgraded and where possible raised to slow down vehicle traffic.

To ensure our streets remain vibrant and liveable, footpath widths will need to accommodate an increasing population in the centre, as well as street furniture, signage, and opportunities for outdoor dining. Transport for NSW Walking Space Guide provides recommended widths for footpaths. Smart technology will enable Council to monitor pedestrian movement patterns on footpaths to ensure they remain safe and comfortable.

Currently, all cycling is on-road within the Centre. Opportunities may be considered for supporting cycling infrastructure, including dedicated bike lanes (where feasible), signage and bike parking stations. There are two regional off road cycleways that traverse the centre – to the south Prospect Pipeline Corridor to Prospect Hill; and, along Railway Terrace from Parramatta CBD via Merrylands to Fairfield.





5.4 Movement Corridors Walking Space Guide - Footpath Types Type 4 Type 5 Type 1 Type 2 Type 3 Main street footpath -Local footpath -Local footpath -Main street footpath -High activity Very high activity Medium activity Low activity Medium activity / Local footpath -High activity 3.9 1.5 4.5

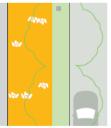
Low activity local footpaths are appropriate where people walking are unlikely to pass people coming the other way.

These footpaths support 2 friends walking together and passing if they walking in single file.

Medium activity local footpaths are appropriate where people walking are more than likely to pass people coming the other way.

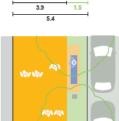
These footpaths support 2 people passing abreast or 2 friends walking together passing another person using the Passing Zone.

Figure 7: Transport for NSW Walking Space Guide



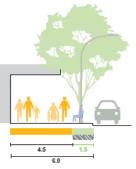
Medium activity main street footpaths are appropriate where people walking are virtually certain to pass people coming the other way.

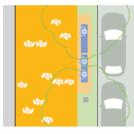
These footpaths support 2 friends walking together and passing another person without having to walk in single file.



High activity main street footpaths are appropriate where people walking are virtually certain to meet multiple groups of people coming the other way.

These footpaths support 2 friends passing 2 friends coming the other way without either group having to walk in Main street footpath -





Very high activity main street footpaths are appropriate where it is very busy most of the time.

These footpaths provide enough space for large numbers of people to walk comfortably.





5.4 Movement Corridors

5.4.2 Cars and Freight

The major vehicular movement corridors are located on Guildford Road, Railway Terrace and Military Road. The centre is limited to local traffic with Guildford Road East identify as a High Pedestrian activity zone and 40km/hr traffic speed. Guildford Road West speed limit is 50km/hr.

Freight access traverses the town centre along Railway Terrace, a regional road connecting to Oxford Street (another regional road) to the north.

The town centre is well serviced by car parking options.

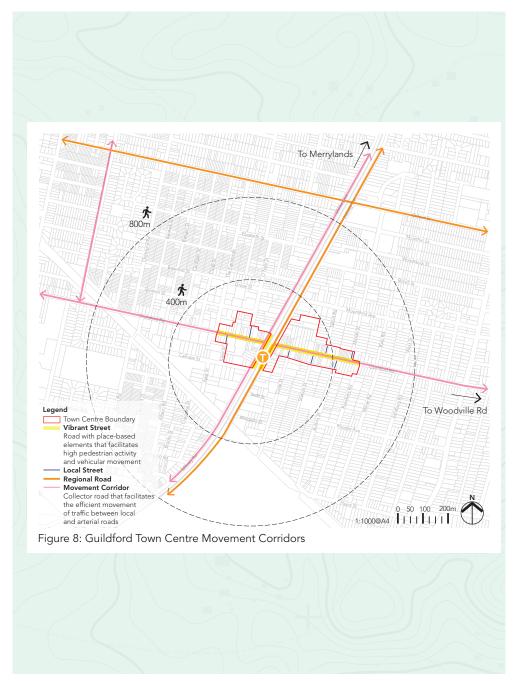
- 76 commuter carparking plus 2 disabled carparks on Railway Terrace
- 84 commuter carparking plus 2 disabled carparks on Military Road
- On street parking is available throughout the centre with designated on street disabled parking on Guildford Road (1 space) and O'Neil Street (2 spaces)

Council carparks are in the following locations:

 Adjacent to the Library (Guildford East), with 200 spaces (2 hour parking) plus 8 disabled carparks

There are low occurrences of traffic incidents within the town centre.

Opportunities for improvements to pedestrian crossing points, sightlines and legibility of the road network will improve safety and comfort for all road users.





6.1 Street Layout and Typology

Streets are a critical component and building block of the urban environment that serves a key role in the public domain. Street design must be in accordance with the Australian Standards for pedestrian access on footpaths, as defined in AS/NZS 1428.4.1:2009 and it must follow these principles:

- Reinforce the street hierarchy, its use and character
- Create a pedestrian-friendly environment and the safe crossing and movement of carriageways for all people
- Ensure streets and public spaces are inclusive and liveable for all with consideration to Cumberland City Council's Disability Inclusion Action Plan 2022-2026.
- Allow references to the site's geographical and cultural history
- Be sufficiently robust and durable to withstand heavy use, and be easily maintained
- Maximise permeability for water infiltration

6.2 Street Furniture and Lighting

Street furniture contributes to the delivery of placemaking objectives and vibrant streetscapes for the public to enjoy. Lighting is an essential element that can influence the level of activity and use of the public domain. The installation of suitable lighting, passive surveillance and security will improve the safety of the community. Lighting also plays a role in reinforcing legibility and promoting street activation that supports the night economy.

There is opportunity to improve current street lighting to support sustainability and urban design objectives, as well as to also explore ideas for lighting activation in coordination with public art installations, particularly in shared zones and civic areas. A thoughtfully curated palette of outdoor dining furniture such as parklets, standing bars, seats and tables will activate the street space, encourage social interaction, and support local businesses along the main street.

The Disability Discrimination Act 1992 (DDA) ensures public areas are accessible to all ages and abilities. Street furniture within the public realm to be DDA compliant.

Street lighting must be in accordance with the Australian Standards for lighting in pedestrian areas, as defined in AS/NZS 1158.3.1:2020 and AS/NZS 60598.2.3:2015.

Street furniture and lighting elements should:

- Be robust and durable in material
- Define a sense of place and respond to the local history and cultural values of the site
- Activate the public domain that attracts and engages people
- Provide comfort and amenity
- Complement the placement of street trees and landscaping elements



6.3 Street Trees and Landscaping

Street tree planting and landscaping throughout the centre and will assist in providing shade, mitigating urban heat island effects, improving air quality and stormwater drainage. The increase in urban tree canopy cover will also assist in and delivery of Green Grid connections across Greater Sydney.

Tree lined streets can also be an effective traffic calming device to encourage driving at lower speeds resulting in pedestrian friendly streets.

It is proposed that existing established trees particularly on the centre's periphery roads shall be retained and protected. New tree species have been selected to complement the existing street tree palette to integrate future development into the existing neighbourhood fabric. Nominated tree species were selected for their hardiness and will grow within highly urbanised environments.

The selection of street trees and landscaping should be in accordance with Cumberland Urban Tree Strategy 2020 and follows these principles:

- Create an aspirational and high-quality urban landscape by selecting species that will grow in existing conditions and respond well to future development.
- Ensure street trees and planting contribute to enhance local identity and context
- In outdoor seating areas, to consider thermal comfort and provide deciduous shade-bearing trees in summer months that will allow solar access in winter months.
- Promote Water Sensitive Urban Design (WSUD) through selection of the tree species that require few inputs, such as irrigation.
- Provide consistent spacing and visual continuity along the street.
- Facilitate passive surveillance and not pose a hazard.
- Incorporate WSUD including rain gardens, tree pits and other design measures to enhance flood protection and stormwater management.
- The species selected will respond to the scale and visual prominence of streets, lot layout, street lighting, services and drainage layout and required to provide visual amenity, shade, and temperature control.

Recommended Species













Pelorponium sp Thymus vulgaris

Correa alba 'Sun Showers'

Angiozanthus 'Bush Pearl'

'Sunny Day's

Argranthemum Greek Oregano



PLANTING













'Plum

Gorgeous'

Murrava panniculata

Lomandra Ionaifolia 'Nyalla'

Dianella 'Little Jess'









Eucalyptus saligna

flavum

Hymenosporum Lagerstroemia Lophostemon

indica 'Sioux'

confertus

Pyrus calleryana Tristaniopsis 'Cleveland Select'

laurina 'Luscious'



Zelkova serrata 'Green Vase'

Where the opportunity exists, incorporate planter boxes and hanging baskets to provide colour and visual interest throughout the local centre.

Botanical Name	Common Name	Height x Width	Pot Size
Eucalyptus saligna	Sydney Blue Gum	30 x 15	200L
Hymenosporum flavum	Native frangipani	8 x 6	200L
Lagerstroemia indica 'Sioux'	Crepe myrtle	7 x 5	400L
Lophostemon confertus	Brush Box	15 x 10	400L
Pyrus calleryana 'Cleveland Select'	Chanticleer Pear	11 x 6	400L
Tristaniopsis laurina 'Luscious'	Kanooka Gum	8 x 4	400L
Zelkova serrata 'Green Vase'	Chinese Elm	14 x 10	400L



6.4 Paving

To provide a quality pedestrian surface treatment throughout the centre, the following elements need to be considered:

- Visual and tactile qualities of the paving should accessibility communicate the function characteristics of the street.
- Use pavers that are flexible, easy to remove and relay. Use sustainable locally sourced and readily available paving materials.
- Integrate pebblecrete pavers with new pebblecrete pavers so that paving reads as a continuous legible palette.
- Where the opportunity exists, work with Council to design and install decorative paving that reflects the interests of the community. Integrate decorative paving within upgraded streetscapes, park areas and seating areas, subject to approval by Council.

Various footpaths within precinct and surrounds



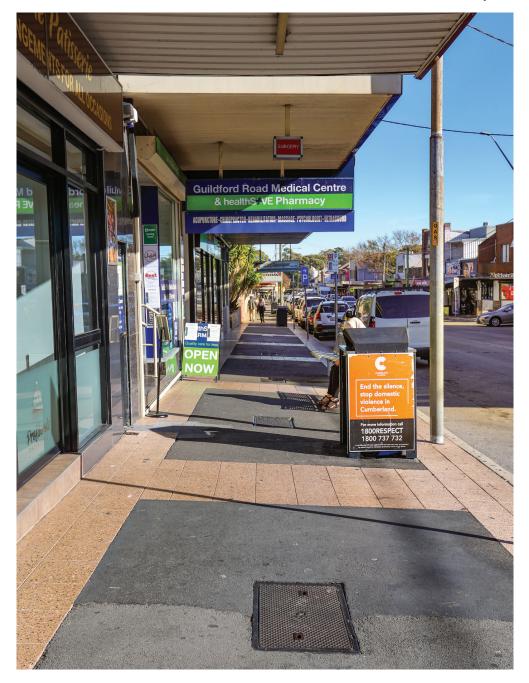




Pebblecrete pavers

Concrete paving

Decorative paving





6.5 Signage

A coordinated approach for the delivery of signage will provide clear and easy access to destinations and assist in the navigation around the town centre. Signage and banners should be in accordance with Council's branding guideline and enhance legibility and a sense of place. This includes:

- Provide continuity in the design approach (placement, material, and look).
- Avoid visual clutter in design and form.
- Complies with sight line requirements as per traffic engineering specifications.
- Contributes to street activation and urban amenity.
- Opportunities for heritage signage in the Guildford town centre and surrounds will also be considered.

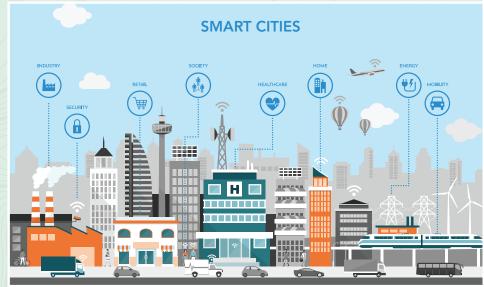
6.6 Smart Infrastructure

To inform agile placemaking and facilitate data-driven planning for the future, Council will incorporate smart technologies and infrastructure within its town centres.

Incorporating smart technology and infrastructure in our public domain is a useful tool to enhance the public amenity by providing real-time data that measure impacts on local microclimates, monitor car parking demand, as well as improve public safety and security.

There is an opportunity to further explore and deliver integrated digital design solutions and utilities that will contribute to the resilience and innovation objectives for the town centre.







7 Public Domain Plans

7.1 Guildford Town Centre Precincts

There are three identified precincts within Guildford Town Centre, each with a distinctive character. The following section outlines the character, public domain attributes and public domain elements for each precinct.

— Guildford East Precinct

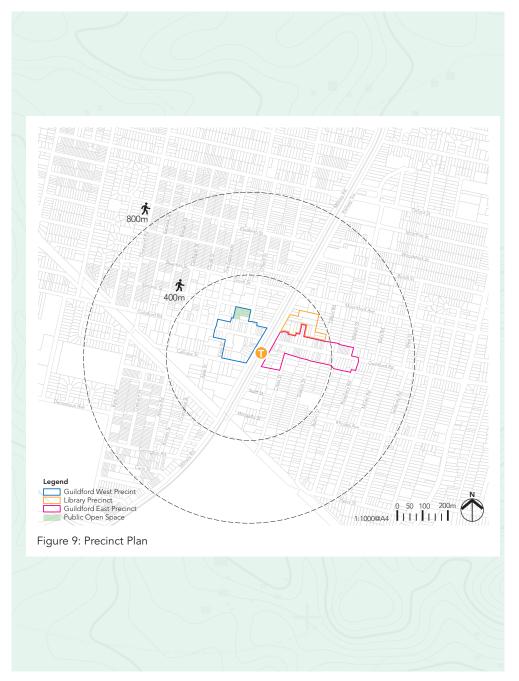
Guildford East Precinct is centred on Guildford Road, a vibrant street supporting retail and business. Other streets within this precinct include Railway Terrace, Cross Street, Station Street, Bolton Street, Rosebery Road, Marian Street and Talbot Road.

- Guildford West Precinct

Guildford West Precinct is centred around the train station and is the gateway to Guildford Road (east). Guildford Road (west) is a vibrant. street supporting retail and business. Other streets within this precinct include O'Neill Street and Military Road.

— Guildford Library Precinct

The Guildford Library Precinct is centred around community facilities including the Guildford Public Library, Tom Collins Community Rooms, and the Council owned carpark. Other streets within this precinct include Railway Terrace and Talbot Road.





7 Public Domain Plans

7.2 Guildford Town Centre

Public Domain

Footpaths within precinct and surrounds:



New pebblecrete pavers along Guildford Road, Railway Terrace and Military Road



Decorative paving with artwork proposed along Guildford Road



Concrete for all other paved areas (Natural Grey with no added oxide)

Street Furniture:



Dual Waste Bins



Bike Racks



Benches

Street Functional Decor:



Lighting and Banners

- Mounted light poles (MFP) with banner arms
- LED luminaires in natural white (refer to AS/NZS 1158.3.1:2020

Pedestrian Area Lighting

- Luminaires for road and street lighting (AS/NZS 60598.2.3:2015)
- Council to supply banners

Equitable Access - Improve legibility for all accessibility:



Tactile Ground Surface Indicators (TGSI)

- Warning tactile, directional tactile Grade 316 stainless steel Slip resistances AS/NZ 4586-2013 Appendix A class 5 (very low) Installation shall comply with AS 1428.1-2009

Clean and green WSUD



Best practice Water Sensitive Urban Design (WSUD) measures will be incorporated into design. This will assist with reducing potential flooding and maximising opportunities for healthier tree root growth and canopy cover where applicable.









7 Public Domain Plans

7.3 Guildford East Precinct

Public Domain



Outdoor Dining

Guildford Road will support opportunities for outdoor dining that will encourage people to linger and boost activity for businesses along the strip.



Pedestrian Access

Permeability within the town centre will be improved with upgraded pedestrian crossings and kerb build outs at intersections.



Main Street Retail

Guildford Road will be reinforced as a vibrant retail strip with improved pedestrian pavement, street furniture, greenery, and public art. This approach can support existing businesses, provide opportunities for new businesses, which can facilitate a greater choice of services for the local community.











7 Public Domain Plans

7.4 Guildford West Precinct

Public Domain



Retail

Guildford Road and Military Road will be reinforced as retail strips with improved street pavement, greenery and potential public art. This will reinforce prosperity for existing businesses, attract opportunities for new businesses and greater choice for the local community.



Walkability

Improve walkability within the town centre, with permeable and accessible streetscapes and upgraded pedestrian crossings to contribute to the safety and comfort of all.



Heritage

Acknowledge past and present contributions by community members through storytelling and events. Protect the built heritage to ensure that Guildford remains distinctive and attractive for both residents and visitors alike.

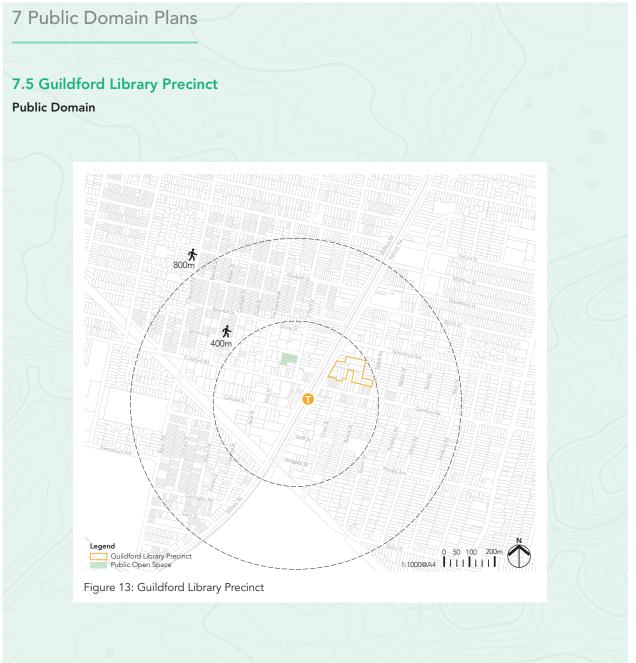


Figure 12: Guildford West Precinct Concept Plan

KEY

- 1. Shared path
- 2. Kerb buildout
- Feature surface treatment to existing raised intersection
- 4. New raised pedestrian crossing
- 5. Street verge planting
- Retain and improve on existing street tree planting
- 7. New street tree planting









7 Public Domain Plans

7.5 Guildford Library Precinct

Public Domain



Urban Cooling

Increasing green coverage throughout the Precinct will assist in mitigating urban heat build up to provide cooler places to be enjoyed by the community.



Public Art

Opportunities for public art that reflect the community spirit and contributes to making Guildford town centre a distinctive place.



Pedestrian Linkages

Upgraded and improved pedestrian linkages will ensure good permeability to improve safety and encourage walking, activity and a more interesting experience for pedestrians.



Figure 13: Guildford Library Precinct Concept Plan

KEY

- 1. Shared path
- 2. Public art and seating
- 3. Feature surface treatment to existing raised intersection
- 4. Reconfigure carparks layout to include green cover
- Review open space and recreation opportunities to meet the needs of the community
- 6. New tree planting
- 7. Feature surface treatment to prioritise pedestrian movement
- 8. Feature surface treatment to carpark entrance



8 Implementation of Works

The works outlined in the Public Domain Plan will be delivered by Council as part of its Capital Works Program, or by the private sector through areas of future development activity.

The Public Domain Plan for the Guildford town centre will be progressively implemented in stages. The timing of works will be determined by development activity available funding for Council to use, or the delivery of works in accordance with local infrastructure contributions or planning agreements.

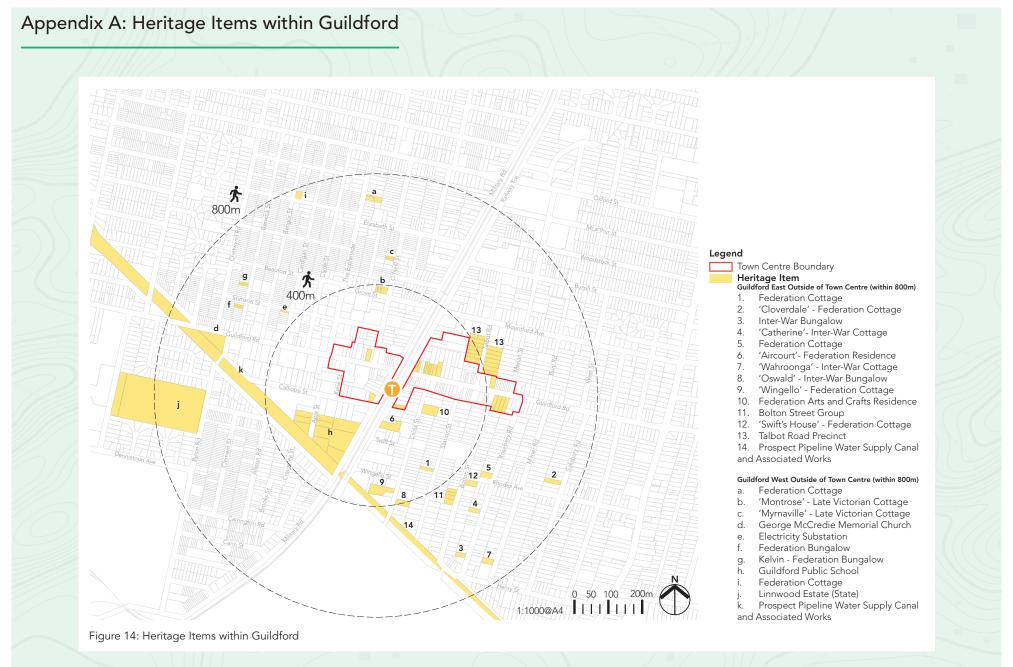
The initial stages of works will be funded through local infrastructure contributions already collected, with a focus on improvements to Guildford Road.

The areas where the Public Domain Plan are implemented by a developer, the following guidelines shall apply:

- The Developer will be responsible for the upgrade works that interface with the street frontage to the standard and in accordance with this Public Domain Plan.
- Public domain works to be in accordance with the Works Schedule prepared by Council.
- Construction works for the public domain to be approved by Council's representative prior to final sign off.









Public Domain Plan Guildford Town Centre

2024



Cumberland City Council

16 Memorial Avenue, PO Box 42, Merrylands NSW 2160. **T** 8757 9000 **W** cumberland.nsw.gov.au **E** council@cumberland.nsw.gov.au

f Cumberland City Council Sydney @ cumberlandcitycouncil

DOCUMENTS ASSOCIATED WITH REPORT C04/24-498

Attachment 2 Draft Guildford Town Centre Public Domain Plan Engagement Evaluation Report





EVALUATION REPORT

Guildford Town Centre Public Domain Plan







Executive Summary



Council invited the community to give feedback on planning for the Draft Guildford Town Centre Public Domain Plan. The Guildford Town Centre has been identified in the Cumberland 2030: Our Local Strategic Planning Statement as a Principal Local Centre that provides land use opportunities for housing and jobs, as well as services and facilities to meet the needs of the broader community.

Council sought feedback to understand the key priorities, aspirations and values of the local community.



Council, through all channels, collected a total of **25 responses** during the consultation period, which comprised **22 surveys** and **3 email submissions**.



Feedback came through via a mix of online and email submissions.



An **engagement session** was held during the exhibition period with over **90** people in attendance.



Overall, the feedback was positive, with a few suggestions and concerns expressed.







Table of Contents

E	recutive Summary	2
N	lethodology	4
	Have your say	4
	Data Collection Period	4
	Engagement at a glance	5
	Online engagement	6
	Electronic Direct Mail	6
	QR Code	6
	Social Media	7
	Newspapers	8
	Flyers	9
	Corflute signs	9
	Online Flipbook	9
	Document Downloads	9
	Cumberland Conversations Podcast	.10
Εı	ngagement	.11
	Survey	.11
	Direct Submissions	.11
	Information sessions	.11
W	/hat we heard	.12
	Quick Polls	.12
	General Feedback	.13
_	onclusions	1 /







Methodology

Have your say

A project landing page specifically for the Draft Guildford Town Centre Public Domain Plan was developed for Council's community engagement platform – Cumberland Conversations, this included:

- Information on the purpose of the Draft Guildford Town Centre Public Domain Plan consultation.
- A document library with downloadable versions of the documents.
- An online survey.
- Details regarding time and place of pop-up sessions.

The Have Your Say page was made available throughout the whole consultation period and was linked in all collateral published to the community.

Data Collection Period

The Draft Guildford Town Centre Public Domain Plan was open for community consultation from Monday 6 November – Tuesday 5 December 2023.



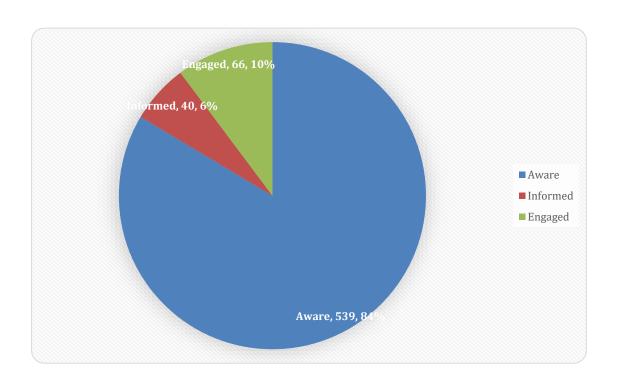




Engagement at a glance

Total Page Views	Aware Visitors	Informed Visitors	Engaged Visitors	Submissions
1237	539	40	66	Online: 22 Email: 3
				Total: 25
Total Document Downloads	Quick Poll Responses	Flipbook views	Event & Popup Engagement	QR Code Scans
69	46	687	90	54

Project Level of Engagement









Online engagement

The Have Your Say platform hosted a survey, asking about views on the Guildford Town Centre Public Domain Plan.



Guildford Town Centre Public Domain Plan

Council invites you to have your say on planning for the future of Guildford Town Centre.

The Guildford Town Centre Public Domain Plan has been prepared by Cumberland City Council to guide the delivery of consistently high-quality public realm to promote the revitalisation of Guildford Town Centre.

Find out more at one of our pop ups:

- Saturday 18 November 10am

 Torondon 24 November 40am
- Tuesday 21 November 10am

To find out more and to provide your feedback, visit the <u>Guildford Town Centre Public Domain Plan project page</u>.

Submissions close <u>Tuesday 5 December</u> 2023.

Electronic Direct Mail

The Draft Guildford Town Centre Public Domain
Plan was included in the November 2023 Have
Your Say Monthly Newsletter, which was sent via
a direct email to registered users. This notified
them of the exhibition period and redirected them
to the HYS project page and include:

- Information about the Draft Guildford
 Town Centre Public Domain Plan consultation and
 associated project documentation;
- The project exhibition period;
- How to reach an accessible point of contact to discuss concerns;
- Date of pop-up sessions; and
- How to lodge a submission.

QR Code

A QR code was created with the Have Your Say link, which was shared on flyers and promotional material. This was scanned 54 times.







Social Media

Advertisements for the Draft Guildford Town Centre Public Domain Plan were placed on Social Media platforms to reach a wider audience. Posts were made on Facebook and Instagram on the following dates:

- 17 November 2023
- 25 November 2023
- 30 November 2023









Newspapers

Newspaper advertisements were created and placed in the Auburn Review and Parra News. This was put in place to reach a wider audience. Advertisements were placed in both papers on the following date:

21 November 2023









Flyers

200 flyers with the QR code were printed and distributed to community members at the information session.

Corflute signs

12 corflute signs with the QR code were printed, to assist with directing residents to the Have Your Say page. These were placed were placed at strategic locations around the Guildford Town Centre and were also used at the pop-up session.

Online Flipbook

The primary document for the Draft Guildford Town Centre Public Domain Plan was embedded as a flipbook on the Have Your Say page to make it easier for user readability. The breakdown of views can be found below.

Total Impressions	Total Reads	Average Read Time
687	232	5 minutes

Document Downloads

There was one document available for viewing for this project.

Document	No of Downloads
Draft Guildford Town Centre Public Domain Plan	69







Cumberland Conversations Podcast

The Draft Guildford Town Centre Public Domain Plan was included in an episode of the Cumberland Conversations podcast during the consultation period. The Draft Guildford Town Centre Public Domain Plan was mentioned as one of the consultations currently open for feedback in the November 2023 episode.







Engagement

Survey

A survey was provided for the community to identify how they currently use the Guildford Town Centre, what they think the best features are, and what could be improved. A total of 22 submissions were received online.

Direct Submissions



There were 3 direct submissions with feedback made to Council via an email to both the records department and email to Council staff.

Information sessions

One information session was scheduled during the exhibition period in the Guildford Town Centre, to provide information and allow questions from community members. More than 90 people were engaged with at this session.

Engagement session	Venue	Date	Number of people engaged
Pop up session	Corner Guildford Road & McNeill St Guildford	Saturday, 18 November 2023	30
Pop up session	Main Lane, Guildford Road, Guildford	Tuesday, 21 November 2023	60







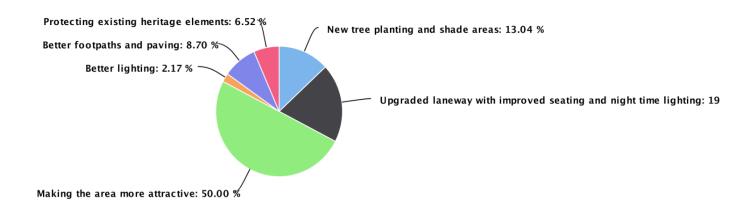
What we heard

There were 22 online submissions, 3 email submissions, and 46 quick poll submissions received for the Guildford Town Centre Public Domain Plan.

Quick Polls

A monthly Quick Poll question was posted on the Have Your Say page to allow the community to provide their feedback in a quick and easy manner. The following feedback was received:

When asked about the most important design feature for Guildford Town Centre, respondents indicated that making the area more attractive (50%) and upgrading the specified laneway (20%) should be a priority.









General Feedback

- There was general support for the proposal to invest in Guildford Town Centre, with some suggestions and concerns raised about certain aspects of the plan.
- Support for new green spaces and shade areas in the Town Centre.
- Support to upgrade pavements.
- Support to retain heritage features and architecture.
- Suggestion to encourage a greater variety of business in the area and refurbish existing shop fronts.
- Suggestions to install more surveillance cameras for safety purposes.
- Concerns regarding the lack of a major supermarket in Guildford Town Centre.







Conclusions

Detailed reports with the full survey responses will be provided to the Urban Design Team.

It is recommended, where possible, for the project team to close the loop with those who have participated in the engagement. This is at the discretion of the project team.

Terminology

- Aware: Number of unique visitors who have viewed the project page, minus any visitors who have undertaken any
 activity eg: downloaded a document, viewed a video, completed a survey etc.
- Informed: Any unique visitor who has viewed a latest news item, viewed a document, viewed a video, viewed a FAQ minus any user that has engaged eg: done a poll, survey, ideas wall, interactive mapping, interactive document, forum.
- Engaged: Any unique visitor who has done a poll, survey, ideas wall, interactive mapping, interactive document, forum.

END OF REPORT.

DOCUMENTS ASSOCIATED WITH REPORT C04/24-498

Attachment 3

Draft Guildford Town Centre
Public Domain Plan - Response
to Submissions



Theme	Feedback to the Guildford Town Centre Public Domain Plan	Response	Comment
eneral			
	I wish to congratulate Council on this Plan .	Acknowledged.	Noted.
	Females feel safe in the area	Acknowledged.	Noted.
	"Back to Guildford" campaign	Acknowledged.	Noted.
	Familty friendly area is a priority	Acknowledged.	Noted.
	Value Equal Treatment: Whatever upgrades are put in for the Eastern side of the railway line		
	should also be installed at the same time to the Western side of the railway line.		
		Acknowledged.	Noted.
	Facelift to street	This Public Domain Plan will provide guidance	
		for future public domain works within the	
		town centre.	Noted.
	Don't like Granville with median strip - too narrow lanes- don't implement in Guildford.		
		Acknowledged.	Noted.
	Like Christmas tree	Acknowledged.	Noted.
	Too many homeless people	Council 's Homelessness Officer continues to	
		work with NSW Police and support agencies to	
		address homelessness and assist people	
		affected by the impacts of homelessness	
		within the Cumberland Area.	Noted.
	On-going promotion of Guildford Shops please	Acknowledged.	Noted.
ndscape and Furnitu	ure		
	Please plant more trees/shrubs/flowers.	As part of Guildford Public Domain Plan,	
		Council will implement new tree and shrub	
		planting, upgrade furniture, paving and lighting	
		within the town centre.	Noted.
	Like proposed greening	Acknowledged.	Noted.
	more green spaces	Acknowledged.	Noted.
	More trees and greenways	Acknowledged.	Noted.
	Very dreary in streetscape - to add flowers	Acknowledged.	Noted.
	Laneway not well maintained - need new planting, like natural waterway and materiality	Acknowledged.	Noted.
	Play equipment near basketball court is great	Acknowledged.	Noted.
	Like proposed laneway upgrade and play area, more landscaping to make more attractive	Acknowledged.	Noted.
	Endemic tree species - like those in Guildford car park	Acknowledged.	Noted.
	More festival lights at night time	Acknowledged.	Noted.
	One level paving in laneway	Acknowledged.	Noted.
	More trees, colour planter boxes	Acknowledged.	Noted.
	Bigger trees and more trees in car park area	Acknowledged.	Noted.
	More seats outside medical centre - Guildford west	Acknowledged.	Noted.
	Please install bins along streets	Acknowledged.	Noted.
	The pavements need to be improved.	Acknowledged.	Noted.



			T
	I wish to add there should be more Bench seating Furniture in the Guildford Town East Precinct out		
	side No 360 Guildford rd, Corner of Railway Terrace	Acknowledged.	Noted.
	Bubbler to Laneway	Acknowledged.	Noted.
	More seats/tables in the main lane.	Acknowledged.	Noted.
	Climbing wall for activation	Acknowledged.	Noted.
	Weather proof area in laneway	Acknowledged.	Noted.
	Parklets with artwork for additional outdoor dining. Sacrifice one car parking space for outdoor		
	use or use concrete barriers.	Acknowledged.	Noted.
	No space for children to safely play and low quality playgrounds in Guildford. Likes proposed		
	playground features in laneway.	Acknowledged.	Noted.
	Trim trees in Laneway	Acknowledged.	Noted.
Wayfinding			
	I also wish to add the signage for Non Riding of Bicycles and scooters on the Guildford Railway		
	Entrance Ramps needs to be IMPROVED also Placed in the Pedestrian Tunnel	Acknowledged.	Noted.
Heritage			
	It is also important to retain some of the heritage features and architecture.	Acknowledged.	Noted.
	To keep the old building as trademark for guildford as well rememberance. But renovate the whole		
	thing. Please. Thank you.	Acknowledged.	Noted.
Public Art			
	As you may know we are investing heavily in our venue by undertaking a significant renovation. As		
	part of this project we have engaged a local Western Sydney artist to create a huge Mural inside		
	that reflects Western Sydney Culture. We will be also partnering with the University of Western		
	Sydney art faculty to help us bring this to life. We also have identified art as an important strategic		
	way to improve our venue. We would love to activate the footpath and joint PR opps		
		Acknowledged.	Noted.
	Add public art in carpark	Acknowledged.	Noted.
CPTED	The position of parts	riemonica gear	
	Crime Prevention Strategies	Council will continue to improve onfaturin	
	chille revention strategies	Council will continue to improve safety in	
		accordance with Cumberland's Community	
		Safety and Crime Prevention Plan, Strategy 9.2	
		Address crime and safety issues through a	
		centralised and expanded CCTV program and	
		lighting upgrades.	Noted.
	Security cameras so people feel more safe	Acknowledged.	Noted.
	More police presence to ensure people are doing the right thing and maybe encourage a better		
	standard for the whole suburb	Acknowledged.	Noted.
	Laneway unsafe at the moment	Acknowledged.	Noted.
	More surveillance cameras for safety.	Acknowledged.	Noted.
	CCTV cameras	Acknowledged.	Noted.
	Better lighting at night time	Acknowledged.	Noted.
	Better lighting - Guildford West	Acknowledged.	Noted.



 We are concerned that once again Cumberland's consultants have drawn up a Public Domain Plan		
that does not account for the regional bicycle network or address the constrained crossing of the	Council will continue to monitor and develop	
train tracks.	local walking and cycling network to provide	
	connectivity across Cumberland in accordance	
	with Cumberland Local Strategic Planning	
	Statement; Planning Priority 2: Advocating for	
	a range of transport options that connect our	
	town centres and employment hubs, both	
	locally and to Greater Sydney; and	
	Planning Priority 4: Improving accessibility	
	within our town centres	Noted.
Prospect Pipeline is a major Green Grid open space corridor and Council has developed a		
masterplan to extend the shared path from Guildford down to Regents Park and beyond. Although		
this bypasses the town centre, the town centre masterplan should acknowledge the need to access		
the pipeline path.	Acknowledged.	Noted.
Parramatta to Liverpool Rail Trail (Figure 2) and provides impetus to upgrade this route to provide		
a seamless and comfortable route through Guildford. Currently, the route for riders using the rail		
trail is very unclear. The Public Domain Plan makes no attempt to address this, risking a major		
missed opportunity. How will the shared path interact the area in front of the station? Can they		
ride on the new raised crossings? How and where do bike riders move from the rail trail to the		
cycling facilities on Guildford Road? If on-road riding is proposed, very low speed limits and traffic		
calming are essential.	Acknowledged.	Noted.
The very poor route past Guildford train station for users of the Parramatta to Liverpool Rail Trail,		
a strategic cycleway corridor. From the north (top row), the shared path runs behind the bus		
shelters. It then ends abruptly. There is a kerb cut blocked by the raised median. Or are bike riders		
meant to dismount, use the pedestrian crossing and then ride on the road to continue north? From		
the south, the shared path runs behind car parking from overbridge at the pipeline towards the		
station. Riders are sent onto the road just south of the station. But there is signage and no clear		
indication of where to turn right for riders heading north. These regional routes are shown in the		
active transport connections diagram in Figure 4 as are some existing and proposed local		
cycleways. However, there is little mention of them on the more detailed plans.		
	Acknowledged.	Noted.
 It is important that Cumberland develops a clear and well-resolved solution to town centre cycling		
facilities before making changes to the public domain that may lock out future delivery. Kerb		
extensions, landscaping, kerb cuts, raised crossings and other streetscape interventions must be		
designed with the bike routes front of mind.	Acknowledged.	Noted.





While Guildford Rd (East) may be usable for more experienced riders who don't mind mixing with		
some traffic, it's not presently the sort of road that would be used by less confident riders. In		
Figure 6 above, Mountford Ave, which runs parallel to Guildford Rd (East), is marked as a propose	d	
on-road cycleway. This is probably a more appealing alternative for less experienced riders and		
appears to have a better gradient to boot. However, as there is no signalised crossing of Woodvill	e	
Rd, any riders would need to come back to Guildford Rd (East) to cross. Using this as an alternativ	re	
again draws riders away from the shops of the Town Centre precinct.		
	Acknowledged.	Noted.
It is not clear to us whether the plan is to route active transport users away from the town centre		
or encourage them through the area – or a bit of both. If encouraging users through the main		
street, we can think of a couple of possible alternative options, which is where we come back to		
The Plan: 1. Creat	e	
a separated cycleway, probably on the northern side of Guildford Rd (East) within the Town Centr	re	
precinct. This would likely necessitate the removal of on-street parking on this stretch of the road		
2. Further lower the existing 40kmph speed limit in the area to 30kmph, to create a 'safer' space		
for less confident on-road riders.		
Both suggestions have impact on the Town Centre precinct. However, they don't address the		
similar issues which exist with the remainder of Guildford Rd (East) for less confident riders. These	2	
would need to be examined outside the confines of The Plan.		
would need to be examined outside the commes of the flam.		
	Acknowledged.	Noted.
The directions that cyclists are meant to follow along the eastern side of Guildford station are		
unclear at present. We're not sure whether this is best handled within The Plan or outside of it.		
Approaching Guildford station from the south along the shared user path, the path markings from		
this direction seem to indicate that riders should be using the roadway – at the time that the		
shoulder disappears. Markings prior to the current re-asphalting also indicated that riders from th	e	
north were meant to cross the road and join the path here. I'm unaware of equivalent direction for	or	
riders to leave the path when approaching Guildford from the north. Either way, there needs to b	e	
clear indications of what is required of riders around the station.		
· ·	Acknowledged.	Noted.
We're less familiar with the western side of Guilford, as most of our riding in the area has entailed	<u> </u>	
staying on the Lower Prospect Canal shared path and crossing to the eastern side of the line using		
the pipeline corridor bridge. On initial glance the proposed on-road routes look reasonable,		
although we would again suggest a separated cycleway along Guildford Rd (West) at least as far a	s	
the Pipeline Corridor shared path.		
The ripeline contact states path.	Acknowledged.	Noted.



	From the document presented, we are struggling to see a comprehensive strategy for developing		
	active transport in the area. With the increase in population density around the Town Centre		
	precincts, residents need to be given viable transport alternatives instead of always defaulting to		
	motor vehicle usage. We're aware of council's		
	higher-level strategies as presented in the Walking and Cycling Strategy document (which we have		
	provided feedback on) but feel that more granular detail is required for specific regions such as		
	Guildford. At present it almost appears to be more a case of 'Seeing how Active Transport can fit in		
	after other requirements are met'. Apart from a brief mention of bicycle parking and wayfinding		
	signage in The Plan, there is no real detail of either. Both are important elements in encouraging		
	cycling within the community.		
	CAMWEST would like to see a more localised active transport strategy articulated which can then		
	inform other plans such as this.		
		Acknowledged.	Noted.
	Guildford Town Centre's Transport/Active Transport Links especially in the Guildford East precinct		
	should also be orientated towards connectivity with the future South Granville station (on		
	Parramatta to Kogarah via Bankstown line). Consideration should be given to additional crossing		
	between east and west of the railway line to unify the Guildford Town Centre and surrounding		
	areas. Council should oppose NSW Future Transport Strategy plans to remove direct trains to		
	Parramatta via the Y-Link.	Acknowledged.	Noted.
	The footpaths are not wide enough to be converted to shared paths if parking is to be retained and	- Towns Wiedged.	110100.
	opportunities for on-street dining, street furniture and landscaping maximised.		
	opportunities for our street anning, street farmtare and fariascaping maximised.	Acknowledged.	Noted.
	Cycling strategy - to show connection to Holroyd Sportsground	Acknowledged.	Noted.
	Merrylands interchange - no access for cyclists	Acknowledged.	Noted.
	Improve cycling connections	Acknowledged.	Noted.
Parking	improve cycling connections	7 teknowicagea.	Troted.
T GIKING	Key Priority safety: Car parking is the most immediate concern in the Western shopping area that		
	needs addressing. Parking needs to be limited to 30 minutes. I hour parking is not necessary for		
	people just going in and out of shops. Some loading spaces are needed for deliveries. Shop keepers		
	need to be booked for parking all day in front of their shops (rangers warning them when they		
	come is defeating the purpose) shop keepers need to be reminded that if they park all day they are		
	taking parking away from their customers. Parking restrictions need to be regularly enforced.		
	taking parking away from their customers. Parking restrictions need to be regularly emorced.	Acknowledged.	Noted.
	There needs to be a blitz on cars parking at 45 degrees on the footpath. I've seen women with	Ackilowieugeu.	INOLEG.
	strollers and toddlers having to walk out on the road to get around these illegally parked cars. A		
	large four wheel drive will not be able to see a toddler walking in front of them. It seems council is	A alive accident description	Natad
	ignoring this dangerous problem.	Acknowledged.	Noted.
	The "no standing" sign at the corner of O'Neill Street and Guildford Road needs to be moved like		
1	Lathar cigns to the corner Care parking in this area are nutting children at rick when they are	I .	1
	other signs to the corner. Cars parking in this area are putting children at risk when they are		l
	crossing the road to the shops.	Acknowledged.	Noted.
		Acknowledged.	Noted.



	Need to reduce the hours in parking lot so there is more turnover of parking.	Acknowledged.	Noted.
	Check the disable parking spots more frequently , please!	Acknowledged.	Noted.
raffic			
	Dangerous crossing - first one on Guildford Road East - cars travelling fast	Acknowledged.	Noted.
	Talbot st/Guildford Road needs a roundabout	Acknowledged.	Noted.
	Don't like hedge planting and carparking together	Acknowledged.	Noted.
	Guildford Road is a drag strip - need to add speed humps	Acknowledged.	Noted.
	Marian St x Guildford road - need to add a roundabout	Acknowledged.	Noted.
	Slow down speed on Guildford Road and improve pedestrian crossings	Acknowledged.	Noted.
	Pedestrian crossings need improving	Acknowledged.	Noted.
	Double parking and parking on footpath an issue	Acknowledged.	Noted.
lanning			
	Aspirations and values: Amenity Development Applications for businesses need to be scrutinised. A		
	factory is not a shop. A large scale bakery is not a local business. A large scale operation that		
	doesn't have a parking area should not be allowed.		
	Residents should quickly be able to obtain information on Development applications and approvals		
	or lack there of. In a mixed residential and commercial area hours of operation should be set for	All Development applications may be reviewed	
	reasonable hours. Investigation into usage should be timely not take 8 months to discover that a	on Councils website - Development	
	premises does not have approval.	Application Tracking page. Acknowledged.	Noted.
iuildford East Preci	nct Concept Plan		
	New street lighting, planting, paving and other improvements to this area will greatly improve the		
	look and cleanliness of this precinct.	Acknowledged.	Noted.
	The improvements at (Her Way Laneway) are appreciated, as this area is unusable and dirty at		
	present. Hopefully the existing advanced trees will be incorporated into the design.		
		Acknowledged.	Noted.
	I can understand the need for disabled parking on Guildford Road but surely the electric parking		
	would be better placed in the large carpark behind the shops?	Acknowledged.	Noted.
	I assume the kerb buildout at the corner of Cross St and Guildford Road will incorporate no parking		
	in this section of Cross St due to the width of the street. Also, a regular bus service travels down		
	Kay St and onto Cross St turning left onto Guildford Road. Will this affect this bus service, will they		
	have the room to make a left turn?	Acknowledged.	Noted.
	Design not really built for people who currently use this space	Acknowledged.	Noted.
	There is a major safety issues outside the station near the roundabout. The awning over this area is		
	about to collapse from the vegetation growing in the gutters.	bus shelter gutters in its capital works	
		program.	Noted.
	There is a major safety issues outside the station near the roundabout. There is the large number		
	of people, particularly school children, who wait in this area for buses. If the kerb is made wider		
	more people will congregate here. It is only a matter of time before a car, truck, bus, etc loses		
	, , , , , , , , , , , , , , , , , , , ,		
	control in this roundabout which would result in serious injury or death.	Pedestrian safety will be considered during	



	Any improvements to this area will greatly improve the look and cleanliness of this precinct.		
		Acknowledged.	Noted.
uildford Library Pre	ecinct Concept Plan		
	This area, particularly the parking area, will be greatly improved by more green cover, tree		
	planting, public art, seating, etc.	Acknowledged.	Noted.
	In relation to new tree planting, and with regard to the access to the Library, etc in this precinct, I		
	would like to request the following changes. Unfortunately I was away when the Guildford Lanes		
	Project was launched in September/October and it appears that the two other lanes which link this	Council owns the laneway at 337 Guildford	
	precinct to Guildford Road have been neglected in this Project. (please refer to pictures below).	Road and wash once per month as part of its	
	These laneways are used as extensively as the one, mentioned above, yet currently they are very	cleansing program. The other laneway	
	dirty and generally smell of urine. The lanes need to be cleaned, resurfaced and new lighting	between 317 & 323 Guildford Road is privately	
	installed in both. If the Council are interested in heritage they should also restore the sign above	owned. New	
	the narrow laneway which states that there is a carpark and playground at the rear of the shops.	play elements are proposed as part of the	
	The playground was previously located in area (6) and a small playground was adjacent to the	Main Lane Upgrade and Council will undertake	
		a community consultation to develop the open	
	Guildford Shopping Precinct, East, West and Library, must be the only shopping area that doesn't	space area adjacent to the library.	
	provide this service. Yet Guildford has a large number of young families. Surely play equipment	Council recently installed a new playground at	
	could be installed somewhere in this Project.	Maunder Reserve on the southern side of the	
		town centre.	Noted.
laintenance			
	Stricter rules / regulations to discourage littering and dumping of garbage in the parks /		
	recreational areas.	Acknowledged.	Noted.
	Priority for replacing Asphalt with Paving – Military Road and then Guildford Road	Acknowledged.	Noted.
	Remove the pigeons from the lane ways!	Acknowledged.	Noted.
	Take the fruit and vegetable stands off the footpaths in the main street.	Acknowledged.	Noted.
	Cleaner laneways leading from carpark to shops so people feel safe	Acknowledged.	Noted.
	Fixed the road surface Guildford Road	Acknowledged.	Noted.
	Laneway improve paving	Acknowledged.	Noted.
	Needles lying on ground in laneway - need good maintenance especially with playground area		
		Acknowledged.	Noted.
	Trim Chinese Elms in Laneway	Acknowledged.	Noted.
	Pigeons a problem	Acknowledged.	Noted.
	Fire that destroyed building (424 Guildford Road) - safety fence blocks pedestrian access	The fence has been relocated off footpath	
		area.	Noted.
	Public Domain Plan		



	The Parramatta to Glenfield Rail-Trail shared path which passes through the precinct along the		
	eastern side of the railway line is quite a good and well used north-south route. As identified in		
	Figure 6 of The Plan (copied below) Guildford Rd (East) is the official East-West link, connecting the		
	Rail-Trail and the Lower Prospect Canal shared paths to the west with the Duck River Parklands		
	(and associated shared path) to the east. When built, the planned		
	extension to the Lower Prospect Canal shared path from Guildford towards Regents Park will		
	provide a viable but possibly less direct route for those traversing east-west, diverting users away		
	from the Guildford Town Centre precinct. One of the challenges traversing east-west is crossing		
	Woodville Rd. The planned canal extension does this by constructing a bridge to cross, while		
	Guildford Rd (East) has a signalised intersection. As shown on the map to the right, signalised		
	crossings of Woodville Rd can also be made either side of Guildford Rd (East) at Oxford St and		
	Rawson Rd.		
		Acknowledged.	Noted.
	Outside the immediate Town Centre plan, if Mountford Avenue is considered a viable on-road		
	route, then we'd encourage Council to investigate an appropriate crossing of Railway Terrace near		
	this intersection. Railway Terrace can be quite busy at times, and crossing can be perilous. To assist		
	with crossing, we'd like to see either a combined pedestrian and cyclist zebra crossing or a centre		
	refuge island (preferably of the offset variety). There are probably at least several other street		
	intersections along this stretch of road that could benefit from similar treatments.		
		Acknowledged.	Noted.
	Apart from the shared path crossing of the railway line south of the town centre precinct at the		
	pipeline corridor, the other alternatives crossings are to use the Oxford St bridge roadway or		
	footpath north of the town centre precinct, or dismount and use the steep ramps under the station		
	or the lifts and overbridge at the station. These other alternatives all present barriers in one form		
	or another to at least some potential active transport users. (Each time a user is required to		
	dismount is seen as another 'excuse' not to use active transport – and often to use the car		
	instead). We're not sure that there are any easy answers here. Retrofitting bridges would be		
	welcome - but expensive. We've not sure whether the Duck Ck underpass of the railway line may		
	be feasible to convert to shared path usage – but if so, would require major works.		
_		Acknowledged.	Noted.
Transport			
	We need more frequent bus services. For example bus 916 goes close to Guildford station but		
	there is only one service per day. The buses to Merrylands or to Fairfields are better but still they		
	are less frequent at night and on weekends. It is very inconvenient for those who cannot drive.	l., , , ,	[]
Data and Fami		Acknowledged.	Noted.
Return and Earn	Darkona Datum O Fam yang dina danat sa thaya is tao mush littaring in Cultificati	Asknowladged	Noted
Chans	Perhaps Return & Earn recycling depot as there is too much littering in Guildford.	Acknowledged.	Noted.
Shops	The whole town center needs a face lift. This includes refurbishing most sharefur the which are	Council is not responsible for upgrade of	
	The whole town center needs a face-lift. This includes refurbishing most shopfronts which are		Noted
L	rather ugly.	building facades.	Noted.



I highly suggest we have a higher chain grocery store such as Woolworths or Cole's as it would be a		
great help to the community and much more suitable for those who can't drive.		
	Acknowledged.	Noted.
Guildford needs a Coles in the area like it used too have	Acknowledged.	Noted.
We need coles or woolworths! There used to be an IGA that too closed down! Its a shame that we		
have to go to Merrylands for basic grocery needs. New suburbs first get coles or woolies and then		
gets planned, we are old and left out!	Acknowledged.	Noted.
Guildford needs Woolworths or Coles. We have to drive out of the suburb to get groceries	Acknowledged.	Noted.
I believe we need a supermarket of some sorts (Woolworths, Coles, IGA, Aldi) as we did before.		
This will help a lot of people who may not be able to travel via car/transport.	Acknowledged.	Noted.
A supermarket is needed (coles, Woolworths, iga etc) prices of basic needs in corner shops are		
insanely expensive and not very convenient.	Acknowledged.	Noted.
Guildford town centre has seen a gradual decline over the years of customer traffic due to lack of		
on street parking(since footpath upgrade years ago) and the absence of a decent supermarket eg		
coles iga to draw people to the area . We have had a lot of challenges since banks closing in the		
street also. the large amount of vacant commercial space and lack of retail variety is also an issue.		
Most people are choosing to shop at Merrylands and i am concerned for businesses viabilty in the		
area.	Acknowledged.	Noted.
Need Commonwealth bank or an anchor tennant	Acknowledged.	Noted.
Lots of shops closing - need to upgrade area	Acknowledged.	Noted.
Need major supermarket.	Acknowledged.	Noted.
Better selection of stores so the shopping strip is appealing and draws in customers	Acknowledged.	Noted.
Guildford needs to improve on its hospitality venues, more small bars/restaurants. There currently		
too much of the same unkept shopfronts, poor/low quality markets and stores. Guilford Rd is		
looking very dated, and in disrepair. Its not a suburb most people come to but pass through. Like		
all Sydney Suburbs, there also needs to be a Hotel/Pub that locals like to go to and hang out, and		
have a good meal. Not just a place to gamble and have a subpar food. The foodworks needs		
updating/replacing.	Acknowledged.	Noted.
We need a major supermarket that will draw customers to Guildford. Since the banks have gone		
and there is no decent supermarket, the residences of Guildford go to other suburbs which have all		
the facilities for them to do their daily duties. Businesses in Guildford are suffering. Council need to		
put a tender in for a major supermarket to keep residences in the suburb. We are all losing		
customers.	Acknowledged.	Noted.
I have lived in South Granville all my life. What I am finding now with the shopping precinct is many		
shops are closing. Last one Constantinis near the chemist. Most I suspect have gone due to the		
Commonwealth Bank Branch which closed earlier this year. Medical centres have opened up but		
the major issue is this shopping centre does not have any financial institutions. Without them		
customers are leaving Guildford and going to Granville and Merrylands. This plan cannot work		
otherwise.	Acknowledged.	Noted.
Banks/supermarkets are gone	Acknowledged.	Noted.
ATM's required	Acknowledged.	Noted.
Good range of shops	Acknowledged.	Noted.



	Attract a mix of businesses rather than an oversupply of barbers and butcher shops.	Acknowledged.	Noted.
	I'd like to see an eat street" lots of shops stalls. Guilford has alot of nice international food. Would		
	be a major boost for the area . 1 large park & carpark included . Amazing.	Acknowledged.	Noted.
Events			
	Guildford should have more activities should have festivals or Ramadan nights , businesses here	Council will work with businesses and the	
	are struggling many closed down and more to come if it keeps going like this and house prices are	community on future opportunities for	
	going down too bring the life back to guildford	activities and festivals at Guildford.	Noted.
Traffic			
	Rhodes Avenue/Millner Road high accident area to be improved	Acknowledged.	Noted.
	No right hand turn at lights from Guildford Road to Woodville Road	Acknowledged.	Noted.
Education			
	Opportunity to educate the local shop owners on the processes of Council and how need to initiate		
	requests with Councils but might take a few years to action.	Acknowledged.	Noted.



Item No: C04/24-499

DRAFT ENGINEERING SERVICES POLICY AND GUIDELINES - POST EXHIBITION

Directorate: Environment and Planning
Responsible Officer: Director Environment & Planning

Community Strategic Plan Goal: Delivering Sustainable Infrastructure and Services

SUMMARY

This report recommends the adoption of the *Engineering Services Policy* and noting of the *Engineering Services Guidelines* following a period of public exhibition.

RECOMMENDATION

That Council:

- 1. Adopt the Engineering Services Policy.
- 2. Note the refinements to the Engineering Services Guidelines.

REPORT

The *Draft Engineering Services Policy* and *Draft Engineering Services Guidelines* have been prepared to provide a consistent approach in dealing with a range of engineering services provided by Council for the community.

At the 17 May 2023 Ordinary Council meeting, Council resolved to place the *Draft Engineering Services Policy* and the *Draft Engineering Services Guidelines* on public exhibition for a period of 28 days, with a report provided back to Council following the conclusion of the exhibition period (Min. 438).

Subsequently, Council received one submission during the 28-day exhibition period. A summary of the submission received and Council's response is outlined in the following table.

Comments / suggestions	Council officer response	Changes to document
Suggestions to amend	Council officers raise no	Engineering Services
Principle of the	objection to this suggestion,	Policy;
Engineering Services	and have subsequently	Update Item c., under
Policy 2023 from "Support	updated both the Policy	subheading Principle, page
traffic and transport	and Guidelines to include	3, to the following;
requirements to meet the	this clarification.	Support traffic and
needs of the Cumberland		transport requirements to
community" to clearly		meet the needs of the
include "traffic, public and		Cumberland community.
private transport, active		These requirements
transport and pedestrian		include traffic, public and



Comments / suggestions	Council officer response	Changes to document
requirements".		private transport, active transport and pedestrian safety.
		Engineering Services Guidelines: Update Item c., under subheading Aims of the Guideline, page 1, to the following; Support traffic and transport requirements to meet the needs of the Cumberland community. These requirements includes traffic, public and private transport, active transport and pedestrian safety.
Concerns about how to enforce the Engineering Services Policy for private builders and developers.	Noted. It is the intent of this Policy to inform builders and developers on the requirements and expectation of Cumberland City in the interest of its residents.	No further action required.

Based on the submission received, minor refinements have been made to the Policy and Guidelines.

It is recommended that Council adopt the *Engineering Services Policy* and note the refinements to the *Engineering Services Guidelines*. Should the Policy be adopted, the supporting Guidelines identified in this report will be submitted for approval by the General Manager.

COMMUNITY ENGAGEMENT

Council publicly exhibited the *Draft Engineering Services Policy* and *Draft Engineering Services Guidelines* for a period of 28 days from 19 June 2023 to 17 July 2023.

Council had 302 visits to the 'Have Your Say' community engagement website during the public exhibition period, with 116 people downloading the documents provided.

Council has also written to stakeholders seeking their views on the *Draft Engineering Services Policy* and *Draft Engineering Services Guidelines*.

A single submission was received. Council has formally responded to all respondents who made a submission and notified them of the consideration of this item at this Council meeting.

POLICY IMPLICATIONS

The Engineering Services Policy and Engineering Services Guidelines have been prepared to align with relevant policy, strategic and statutory frameworks.



RISK IMPLICATIONS

The preparation and implementation of the Policy and Guideline will mitigate risk to Council and the community by providing a harmonised and transparent approach in dealing with Council on relevant engineering services.

FINANCIAL IMPLICATIONS

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

CONCLUSION

Council has publicly exhibited the *Draft Engineering Services Policy* and *Draft Engineering Services Guidelines*, and formally responded to all who made a submission. The Policy is now recommended for adoption.

ATTACHMENTS

- 1. Engineering Services Policy <a> U
- 2. Engineering Services Guideline J.
- 3. Engineering Services Engagement Report 4

DOCUMENTS ASSOCIATED WITH REPORT C04/24-499

Attachment 1 Engineering Services Policy





Engineering Services Policy

AUTHORISATION & VERSION CONTROL

Policy Number	TBC
Policy Owner	Director Environment and Planning
Date Adopted	Final for Adoption
Version No	1
Document ID Number:	TBC
Review Date	TBC



INTRODUCTION

The Cumberland Engineering Services Policy informs all stakeholders on Council's requirements to deliver best practice engineering solutions and safety for the benefit of the Cumberland community.

PURPOSE

The purpose of this policy is:

- Provide requirements on a range of engineering matters dealt with by Council, including traffic and transport, infrastructure design, stormwater and floodplain management;
- Ensure consistency of approach throughout the Cumberland Local Government Area (LGA);
- Support works that build on strategies, plans and guidelines regarding planning for Cumberland; and,
- Meet relevant statutory obligations on engineering matters.

SCOPE

The Engineering Services Policy and Guideline applies to all works within the road reserve that is owned and/or managed by Council, Council owned assets and Council landholdings. This includes:

- Road Reserve Approvals this covers all approvals under the Roads Act 1993 and Local Government Act 1993;
- Infrastructure Design this includes boundary alignment levels, vehicular crossing designs, public amenities and services, and public domain improvements;
- Stormwater and Floodplain Management this includes stormwater connections to Council's assets, flood levels, flood mitigation, and stormwater network improvements; and,
- Traffic and Transport this includes Cumberland Local Traffic Committee, resident parking schemes, signs and line-marking, filming approvals, major events approvals, traffic management, approval under Heavy Vehicle National Law, road safety and improvements, and road reserve approvals.

POLICY STATEMENT

Cumberland City Council is committed to ensuring the best engineering principles and practices are applied to support growth and development in the Cumberland LGA. This includes matters related to traffic and transport, infrastructure design, and stormwater and floodplain management.

PRINCIPLES

The Cumberland Engineering Services Policy and Guideline aims to:

a. Support Council's Community Strategic Plan goal to enhance the natural and built environment;



- b. Facilitate infrastructure improvements by Council or developers within Cumberland;
- c. Support traffic and transport requirements to meet the needs of the Cumberland community. These requirements include traffic, public and private transport, active transport and pedestrian safety;
- d. Improve road safety for the community and road users;
- e. Mitigate flooding impacts within the Cumberland LGA; and,
- f. Ensure that the design of infrastructure meets local needs and relevant plans, policies, guidelines and codes.

REQUIREMENTS

Engineering services cover a range of activities to support growth and development in Cumberland LGA. This includes matters related to traffic and transport, infrastructure design, and stormwater and floodplain management.

To ensure best practice, consistency in approach, and alignment with relevant policy and statutory considerations, a framework has been developed for the design and implementation of engineering services. This framework is outlined in this Policy document and supporting Guideline.

This document also complements other planning and design frameworks, such as the Cumberland Local Environmental Plan and Cumberland Development Control Plan, relevant Acts and Regulations, and relevant engineering guides and standards.

The Engineering Services Guideline stipulate the operational procedures and requirements of the Engineering Services Policy. The General Manager will have delegated authority to approve, review and update the Engineering Services Guideline, as may be required from time to time. This may occur to accommodate any legislative changes, facilitate process improvements, and respond to updates from relevant strategies and plans.

RELATED LEGISLATION

- State Environmental Planning Policy (Industry and Employment) 2021;
- Local Government Act 1993;
- Local Government (General) Regulation 2005;
- Protection of the Environment Operations Act 1997;
- Work Health and Safety Act 2011;
- Work Health and Safety Regulation 2011;
- Environmental Planning and Assessment Act 1979;
- Environmental Planning and Assessment Regulation 2021;
- Road Transport Act 2008;



- Road Transport Regulation 2008;
- Road Rules 2014;
- Roads Act 1993;
- Roads Regulation 2008;
- Heavy Vehicle National Law (HVNL)
- Disability and Discrimination Act 1992

RELATED DOCUMENTS AND COUNCIL POLICY

- Cumberland Local Environmental Plan
- Cumberland Development Control Plan
- Relevant Public Domain Plans
- Community Strategic Plan
- National Construction Code (NCC)
- Workcover Code of Practice (Overhead protective structures)
- Various Codes and Standards Relevant Australian Standards and Specifications such as:
 - The Guide to Traffic Engineering Practice
 - The relevant Australian Standards as adopted by the Building Code of Australia, including but not limited to AS1170 Parts 1,2 & 4, AS 4100, AS1720, AS3600, AS3600, AS1725, AS1742.3,AS1657, AS1576, AS4576 and AS1158.
 - Work Cover Authority, Code of Practice for Temporary Protective Structures.
 - o Work Health and Safety Act and Regulations 2012
 - The Australian Standard for the Demolition of Structures AS 2601-2001
 - All Type hoardings must be designed in accordance with the relevant Australian Standards including AS 1170 Part 1 Dead and Live Loads, AS1170 Part 2 Wind Loads.
- Flood Risk Management Policy
- Residential Parking Scheme Policy
- Local Area Traffic Management (LATM) Policy

AREA TO WHICH THIS POLICY APPLIES

The Policy applies to all land within the Cumberland Local Government Area.



WHAT ARE THE IMPLICATIONS FOR NON-COMPLIANCE WITH THE POLICY?

Authorised Officers of Cumberland City Council may issue penalty infringement notices, orders, clean up notices, prevention notices or court attendance notices for non-compliance with this Policy and a determination (an Approval).

A person who is guilty of an offence under the various Acts administered by Cumberland City Council may be liable, on conviction, for the imposition of up to the maximum penalty as prescribed by the applicable legislation.

Parties not acting in accordance with this Policy may be given notice in writing to comply before an infringement will be issued. Cumberland City Council, at all times, reserves the right to issue an immediate infringement depending on the seriousness of the circumstance and at the discretion of the Authorised Officer.

DOCUMENTS ASSOCIATED WITH REPORT C04/24-499

Attachment 2 Engineering Services Guideline





Engineering Services Guidelines

AUTHORISATION & VERSION CONTROL

Guideline Number	TBC		
Guideline Owner	Director Environment and Planning		
Date Approved	Final for Adoption		
Version No	1		
Document ID	ECM Number		
Review Date	N/A		



PURPOSE

The Cumberland Engineering Services Guideline is provided to support the Cumberland Engineering Services Policy. It informs all stakeholders on Council's requirements to deliver best practice engineering solutions and safety for the benefit of the Cumberland community.

AIMS OF THE GUIDELINE

This Guideline aims to:

- Support Council's Community Strategic Plan goal to enhance the natural and built environment;
- b. Facilitate infrastructure improvements by Council or developers within Cumberland;
- c. Support traffic and transport requirements to meet the needs of the Cumberland community. These requirements includes traffic, public and private transport, active transport and pedestrian safety.
- d. Improve road safety for the community and road users;
- e. Mitigate flooding impacts within the Cumberland LGA; and,
- f. Ensure that the design of infrastructure meets local needs and relevant plans, policies, guidelines and codes.

STRUCTURE OF THE ENGINEERING SERVICES GUIDELINE

This Guideline provides further information on the Scope outlined within the Policy regarding Road Reserve Approvals, Infrastructure Design, Stormwater and Floodplain Management, and Traffic and Transport. Standard Drawings are also provided as part of this Guideline.

Part A: Road Reserve Approvals (Pages 4 to 23):

- A1 Hoardings
- A2 Works Zones
- A3 Crane Permits
- A4 Road Occupancies
- A5 Rock Anchors
- A6 Road Opening Permit

Part B: Infrastructure Design (Pages 24 to 33):

- B1 Boundary/Street Alignment Levels
- B2 Driveway/Footpath Design
- B3 Kerb and Gutter
- B4 Vehicular Crossings
- B5 Public Domain Design
- B6 Public Street Lighting
- B7 Road Design
- B8 Cycleway Design

Part C: Stormwater and Floodplain Management (Pages 34 to 38):

- C1 Stormwater Discharge Connection to Council's System
- C2 Street Drainage Works
- C3 Drainage and Water Sensitive Urban Design (WSUD)
- C4 Floodplain Modelling
- C5 Construction Requirements
- C6 Flood Advice

Part D: Traffic and Transport (Pages 39 to 51):

- D1 Cumberland Local Traffic Committee
- D2 Traffic Facilities
- D3 Traffic Statutory Requirements

Engineering Services Guideline Adopted: (TBC) Page 1



- D4 Public Transport
- D5 Walking and Cycling
- D6 Road Safety Audit
- D7 Filming
- D8 Road Closure for Events and Other Activities
- D9 Residential Parking Scheme
- D10 Heavy Vehicle Access
- D11 Driveway Line Marking
- D12 Safety, Speed and Red Light Cameras
- D13 Signage and Wayfinding

Part E: Standard Drawings (Pages 52 to 53):

- Standard Grated Gully Pit with Precast Concrete Kerb inlet and "Bicycle Safe" Grates
- Standard Multi-Grated Sag Pit
- Junction Pit
- Lobster and Lobster Back Bends Typical Set out and Ordering Requirements
- Surcharge Pit, Inlet Pit and Step Iron
- Standard Saddle Type Gully Pit Details
- Standard Multi Grated Pit at Vehicular Crossing
- Concrete Bulkheads
- Minor Drainage Details
- Concrete Headwalls for Double Pipe Culverts
- Concrete Headwalls for Single Pipe Culverts
- Rock Mattress Outlet Protection for Pipe Culverts
- Trash and Safety Barrier for Open Culverts
- Subsoil Drains
- Standard Floodway Warning Sign
- Fence Modifications to Permit Overland Stormwater Flow
- Standard Gully Pit Details
- Concrete Kerb & Gutter, Laybacks, Foot Paving, Mountable Kerb & Dish Crossing
- Concrete Kerb Ramps
- Concrete Vehicular Crossing
- Concrete Vehicular Crossing Revision 1
- Standard Cycleway, Footway Crossing and Concrete Cycleway Paving
- Kerbs and Gutters
- Roof Water Outlet Connection
- Pedestrian Pathway Barrier
- Cycleway Barrier
- Medium Duty Vehicular Crossing Using Paving Units
- Typical Arrangement of Threshold Pavements and Intersections
- Pathway Steps
- Accessway Details
- Standard Indented Bus Bay
- Speed Hump Standard for Car Parks
- Rock Retaining Wall
- Sediment Control Structures
- Construction Traffic "Shake Down"
- Sediment Control Structures
- Filtration Controls to Surface Inlet Pits
- Sediment Control Structures
- Siltation Protection to Gully Pits
- Siltation Protection to Gully Pits
- Sediment Control Structures
- Block and Rock Drop Inlet Sediment Trap and Culvert Sediment Trap
- Sediment Control Structures

Engineering Services Guideline Adopted: (TBC) Page 2



- Level Spreader, Diversion Bank and Channel and Rock Check Dam
- Sediment Control Structures
- Sedimentation Basin Features
- Standard Swing Gate
- "V" Grated Pit Type 2

Please note that all relevant forms, certificates and checklists can be found on the following page on Council's website:

https://www.cumberland.nsw.gov.au/forms-certificates-and-checklists

Adopted: (TBC)



PART A: ROAD RESERVE APPROVALS

A1. HOARDINGS

A1.1 Definitions

For the purpose of this Policy and Guideline, the following definition applies:

Hoardings are structures erected on or adjacent to a property to form a barrier (separation) between building construction / demolition sites and the public domain. Hoarding structures can consist of fences; scaffolding or overhead structures as individual elements or integrated together.

A hoarding comprising a fence is known as a Type A, an overhead structure situated over footpaths as a Type B or Type C.

Hoardings erected on Council's land will attract a fee in accordance with Councils schedule.

A1.2 Application Process

Businesses seeking to construct hoardings on Council's roads and footpaths must obtain prior approval from Cumberland City Council pursuant to the provisions of Section 68 of the Local Government Act and comply with all conditions of the approval and this policy document.

Information and advice can be obtained from Council, with relevant details provided on Council's website: www.cumberland.nsw.gov.au.

A1.3 Application Requirements

The following documents are to be submitted with an application for approval to construct a hoarding. Further details may be required in the submission, which can be sourced in the contents of this document.

- Evidence of Public Liability Insurance indemnifying the Cumberland City Council.
- Structural drawings prepared by a practising structural engineer and suitably endorsed for Class B and C types of Hoardings.
- Structural design intent certifications for the proposed Hoarding. The certification to be prepared by a practising structural engineer and with details of all standards and codes relied upon.
- Architectural plans drawn to a draftsman standard, to a suitable scale, detailing cross-sections, site plan, hoarding locations, footpath widths, utility services, trees, traffic lights and other detail as required by this policy.
- Traffic Management Plan / Traffic Control Plan where pedestrian or vehicle traffic is being modified due to the construction, operation or removal of the Hoarding.
- Completed application form and payment of the scheduled fee and associated bonds.
- Submission of details as required by the conditions of current development consent.
- A 24-hour Emergency contact details for emergencies with respect to the Hoarding.

A1.4 Certifications to be Submitted with the Application

Applications for Hoardings are to be accompanied with design intent statements prepared by a structural engineer having regard to the minimum specifications below and the Work Cover Code of Practice for Overhead Protective Structures.

This design intent statement confirms to Council that the structure has been appropriately designed and documented to meet the appropriate standards and statutes.

A1.5 Application and Payment of Fees

Engineering Services Guideline Adopted: (TBC) Page 4



An application to erect a Hoarding, as required by Section 68 of the Local Government Act, is to be made on the prescribed form and accompanied by a fee as adopted by Council in its fees and charges schedule. The application form is to include all details necessary to enable Council to assess the application in conjunction with this Policy.

If the application to lease Council's land is refused by Council a full refund of the fees paid (excluding the application fee) is refundable to the applicant.

A1.6 Certifications to be Submitted upon Completion of Works

No construction and or building works shall proceed on site until an inspection by Council and a written confirmation has been provided to the applicant that the Hoarding has complied with all conditions contained on the approval.

Upon completion of the erected hoardings the supervising structural engineer is to certify that the structures have been erected in accordance with the submitted design intent statement. Such documentation is to be submitted to Council prior to the commencement of development works.

Scaffolding utilised in Hoarding constructions must be certified as compliant when erected by the licensed scaffolder.

A1.7 Further Enquiries and Pre-lodgement Meetings

Applicants are encouraged to contact Council to meet and discuss submission requirements prior to lodgement.

A1.8 Inclusion of Public Art on Hoardings for Construction

Applicants may also consider the inclusion of public art, particularly for developments more than 12 weeks in duration. Developer Obligations regarding public art, such as conditions of development consent may also be a relevant consideration.

Public art in the public domain enriches the City's cultural life and visual opportunities. The construction of hoardings provides a unique opportunity to incorporate public art in all phases of development, while also improving the visual impact that hoardings have on the surrounding streetscape.

The inclusion of public art on hoardings is encouraged in town centres and employment zones as areas with higher volumes of people and to support activation in public spaces, subject to Council approval.

A1.9 Specific Requirements for Hoardings Construction

Type A Hoardings



Image - Typical Type A Hoarding

All building sites are to be made secure to prevent unauthorised entry via the construction of a securely fixed Type A Hoarding. Fencing not on Council land may be of open cyclone mesh form with dust Engineering Services Guideline

Adopted: (TBC)

Page 5



preventative measures and must be a minimum of 2.0m in height.

Where construction dictates that a portion of Council's Road reserve is required to facilitate building works, a Type A Hoarding is to be erected on Council's road reserve (footpath).

The Type A structure on Council's reserve is not permitted to be of an open mesh style. To be constructed of solid timber panels, regular in size, a minimum of 16mm in thickness and 2.0m in height, securely fixed, with no protruding bolts and nails, the panelling fixed flush and evenly to a supporting timber or steel frame.

Solid metal fencing utilised in Type A Hoardings can be permitted only where it is new fencing, and it is constructed in a continuous form without open connection points and exposed sharp and jiggered edges.

The remaining footpath width is to be a minimum of 2000mm. Lesser distances can only be permitted in certain circumstances.

The minimum width of accessible footpath shall be 1200 mm or the existing footpath width (the greater of the two shall be adopted) to ensure continual pedestrian access.

The consistency of the pedestrian access provided is required to be of the same quality and standard as what was there prior to the hoarding being erected.

The supporting feet elements of the hoarding structure is to be visually obtrusive to ensure it is easily visible by pedestrians.

Gates associated with Type A Hoardings must swing inwards. Dispensation may be provided to the above requirements where the works are minor or short term in nature requiring temporary barricades.

Each request will be assessed on its merits.

Type B Hoardings



Image - Typical Type B Hoarding

A Type B Hoarding must be erected where it is proposed to construct, carry out façade remedial works or maintenance to a building adjoining a public way, which is 7.5m or greater in height and less than 3.5 metres from the property boundary (street alignment).

Council can require Type B Hoardings to be erected together with Type C hoardings in circumstances above the said requirements based on the scale of the construction, risk assessment and work cover guidelines.

Engineering Services Guideline Adopted: (TBC) Page 6



Type C Hoardings



Image - Typical Type C Hoarding

A Type C Hoarding is a temporary movable mesh or chain-link fencing typically used to isolate development sites from the public domain. Fencing, including bracing and counterweights is to be located within the alignment of the development site. Base-plates and/or counterweights which could cause a trip hazard must not project into the pathway.

Type C Hoardings straddling the allotment boundary are to be combined with a Type A Hoarding a minimum of 2.0metres at the base.

Site perimeter fencing (Type C Hoarding) located wholly within a property allotment is not regulated through these Guidelines and does not require approval if associated with approved development or building activity that is exempt development. In these cases, fencing must comply with the State Environmental Planning Policy (Exempt and Complying Development Codes) 2008. Note: For exemptions on public lands owned by Council, refer to the State Environmental Planning Policy (Infrastructure) 2007

Other Requirements for Type A, B and C Hoardings

The Hoarding must be erected along the full length of all public domain boundaries and extend beyond the worksite boundaries to protect the adjoining sites as required prior to commencement of works.

The Class B Hoarding must provide a minimum head room height clearance of 3.0 metres measured from the lowest point of any structural bracing for pedestrians.

Hoarding post construction is to bear onto sole plates. Gates and other similar openings are not to open outwards across or over the roadway.

No superimposed loads are permitted on a hoarding unless shown on the certified structural plans submitted to Council.

The gap between the top of the two-metre-high fence and the underside of the Type B Hoarding (property boundary side) is to be completely enclosed for the entire length of the overhead protective structure by continuation of the timber panelling or by chain wire mesh of a maximum dimension of opening of 50mmx50mm and not less than 2.5mm wire diameter.

Full face scaffolding is to be enclosed with heavy duty meshed fabric reinforced from the outside with Engineering Services Guideline

Adopted: (TBC)

Page 7



heavy duty interlocking diamond patterned wire mesh.

The street side should be open for at least two-thirds of its height for the full length of the structure to prevent a "tunnel effect".

A clear span of 1800 mm is required for continual pedestrian access at all times with a minimum 1.2m wide paved (Concrete / asphalt) footpath at the centre of the clear span.

When a hoarding is proposed along a Shared Pathway, the standard hoarding minimum clearances may not be applicable. In such cases, Council will evaluate hoardings and propose a solution to ensure functionality of both the shared pathway and proposed hoarding

For visibility requirements, the structure shall be painted white below the deck level

Hoarding Requirements for Demolition Works

Type B Hoardings must be constructed where it is proposed to demolish a building adjoining a public way. The footpath shall be covered by an overhead protective structure (Type B Hoarding) and the facing façade protected by heavy duty scaffolding, unless either:

- a. the vertical height above footpath level of the subject structure is less than 4 metres; or
- b. the least horizontal distance between footpath and the nearest part of the structure is greater than half the height of the structure.

The overhead structure shall consist of a horizontal platform of solid construction and vertical supports, and the platform shall:

- i. extend from the common boundary to the edge of the carriageway for the full length of the boundary:
- ii. have a clear height above the footpath of not less than 2.4m;
- iii. terminate at the edge of the carriageway with a continuous solid upstand projecting not less than 0.5m above the platform surface; and
- iv. together with its support, be designed for a uniformly distributed live load of not less than 7 kPa.

Provision of Lighting to Type B Hoardings

Lighting connected to mains power supply is to be provided in Type B Hoardings to ensure the enclosed passageway is well lit for pedestrians and equal to the levels and distribution pattern of the existing street lighting in the area. Where pedestrian hazards associated with the hoarding are present, significantly higher lighting levels are required. All lighting associated with Hoardings must not impact on surrounding traffic.

Waterproofing and Drainage of Type B Hoardings

In Type B Hoardings the underside of the deck is to be lined and be impenetrable to water. A suitable drainage system is to be provided discharging rainwaters to Councils drainage system or other approved discharge point. The roofs of sheds are to slope inwards to the site or be provided with appropriate drainage.

No waters will be permitted to discharge on to a footpath so as to cause a nuisance to pedestrians or to unretained excavated.

Asbestos Removal

No demolition works are permitted to commence on the site until all development consent conditions pertaining to demolition and asbestos removal have been complied with including the obtaining of appropriate work cover permits and licences. The hoardings are to be affixed with the asbestos warning Engineering Services Guideline

Adopted: (TBC)

Page 8



signs required in the conditions of the development consent.

Barrier Fencing

Fencing required for a temporary period to protect open trenches, the construction of pathways, kerb and gutters, driveways, pipe laying and other relevant works is to be provided to protect the public from injury. Such barrier fencing or barricades are to be well constructed, lit and sign posted with warning and directional signs as required. These works are to be programmed to expedite completion and removal of the temporary fencing and barricades

Pipe Scaffolding

Pipe scaffolding in Type B Hoardings is not permitted at footpath level. Council will only permit pipe scaffolding situated above the deck of a Type B Hoarding or when fully covered by solid timber panel sheeting at ground level with no profusions through the panel sheeting.

A1.10 Site Elements

Materials Not Permitted in Hoardings

Demountable open panel fencing (i.e. ATF fencing, reinforcing mesh or similar structures) and structures not permanently fixed shall not be permitted to form part of a Hoarding Structure situated on Council's road reserve.

All materials used in Hoardings must be solid in construction and provide a smooth finish to prevent injury to persons. The material used must enable appropriate fixing to secure against movement.

Other material such as roof sheeting, timber cladding and other building remnants cannot be used as materials to construct a Hoarding.

Metal fencing, which is not new and installed in a continuous manner without open connection points, is not permitted.

Maintenance of Structures

The Hoarding structure is to be fully maintained as operational until removal. The site foreman or approved representative must ensure a daily inspection of the structure occurs to ensure continued compliance with this policy and the approval.

Detection of non-compliances or instances of disrepair must be rectified within 24 hours.

Site Fencing and Access

Sites are to be fully enclosed to the street frontage or the public way with a Type A, B, or C Hoardings as required prior to the commencement of any site works. Sequencing or staging of the Construction of Hoardings is not permitted. Hoardings must remain fully in place until the construction or demolition of the building is completed.

Vehicle access gates must be of solid durable material, be affixed to an adequate frame, and remain closed if not in use.

Vertical posts at all entry points are to be suitably braced and reinforced to prevent dislodgment by reason of collision by trucks and vehicles. No entry is to be closer to end post than one metre and a minimum of two posts to be placed between entry and end of the overhead protective structure.

No gate, door or the like is permitted to swing outwards onto Council's pathway or roadway. The hoarding design may require recesses in the hoarding structure to facilitate openings.



Office Sheds

All site office and work sheds are to be located onsite. Where this is not possible a Type B Hoarding is to be erected to facilitate this requirement. Sheds placed above Type B Hoardings are to be a minimum of 2.4 metres in height and are to be tied down to the deck by suitable structural fixings and certified by an engineer.

The Type B Hoarding is to be provided with a boarding material to conceal the office sheds from public vision. The boarding material is to cover the full face of the sheds, painted or displayed with suitable information.

Use of Cranes

A crane must not be used to convey material over a public way unless a Type B Hoarding is in place and an appropriate approval has been obtained from Council.

The usage of cranes, hoists, and concrete pumps shall not be placed upon the public way unless prior approval has been obtained through a traffic management plan/ traffic control plan.

Restoration of the Public Way

Upon removal of all hoardings Council's footpath, roadway and ancillary infrastructure assets such as litter bins, public seating and signage is to be restored fully to its original condition. The condition of Council's footpath will be assessed against the completed dilapidation report.

Protection of Council Street Trees

All trees situated on Council's reserve or adjacent to the proposed hoarding are to be identified upon the plans submitted for approval. The design of the Hoarding such as location of posts, counterweights, crossings and overhead decking is to be designed to minimise impact on these trees.

No tree cutting, lopping or removal is permitted without the consent of Council to enable the construction of the Hoarding.

Where impact of trees is identified due to the Hoarding, preservation measures will be required depending on the circumstances. Such measures may include the provision of irrigation; tree protection measures and increased natural light through a modified hoarding design.

A1.11 Safety Elements

Fire Safety

Sheds situated above a Type B Hoarding are to be provided with at least one stair exit to the ground. For hoardings greater than 30 metres in length, two exits are to be provided. The distance to alternative exits must not be greater than 80 metres and comply with the Building Code of Australia (BCA).

The width of the corridors, passageways or stairs must be at least 750mm.

At least one easily accessible portable fire extinguisher must be provided in the site office.

Protective Footway Crossings

Prior to the construction or demolition of a hoarding the footpath required for vehicle crossing shall be

Engineering Services Guideline Adopted: (TBC) Page 10



protected with a timber crossing. The specification being a minimum of 4.5m wide and covering the full width of the footpath. The crossing is to be constructed of 200mm x 50mm timber planks with splayed edges and held together with a minimum of four hoop iron straps. The final built design must not cause a tripping hazard or danger to the public.

Location of Utility Services

Hydrants, utility services and sewer manholes etc. are not to be obstructed by the structures and are to have free access.

Consultation with the appropriate Authority is to occur to ensure no adverse bearing pressure will result from the proposed work.

Electrical hazards may result from the structure being in close proximity to overhead electricity wires.

Consultation must take place with the electrical authority if the structure is within two metres of wiring.

All electrical distribution boards required for site works are to be located within the site and not be attached externally to the structure.

Provision for People with Disabilities

Detours or alternative pathways required for pedestrians are to be designed to take into account accessibility issues for people with disabilities. These routes must provide for widths, levels, gradients, tactile indicators and colour schemes to assist people with disabilities in their movement.

Pathways are to be maintained at their original condition and repaired immediately if the pathway for pedestrians has been damaged and is putting safety at risk.

No obstruction to the footpath is to occur until Council approval has been obtained. This includes obstruction to the footpath resulting from a proposed concrete pour, laying of cables, conduits, drainage pipes or service lines necessary to facilitate work on the site.

Australian Standards detailing minimum design requirements are to be addressed in the application submission.

A1.12 Visual Elements

Provision of Required Signs

Appropriate warning signs, occupational health and safety signs and builder's details as required by law and conditions of consent are to be affixed upon the Hoardings. Details are to include an after-hours emergency contact name and number. Public signage, such as signage for bus stops, construction zones, taxi ranks and, pedestrian crossings which may be obscured due to the construction of the Hoarding, are to be suitably moved to an interim location and position more appropriate.

Notices lettered in accordance with AS1319 and displaying the words "WARNING DEMOLITION IN PROGRESS", or similar message, shall be fixed to the fencing at appropriate places to warn the public.

Appropriate approvals may be required from the relevant authority or organisation. Existing signage is to be reinstated following completion of works.

Advertising Posters

The hoardings are to have all advertising material not associated with the development removed within

Engineering Services Guideline Adopted: (TBC) Page 11



48 hours of detection or Council direction to remove.

A notice "Bill Posters will be Prosecuted" is to be affixed to the Hoarding structure at regular intervals.

Advertising upon the Hoarding is subject to a Development Application to Council.

In the event of non-compliance with these requirements to remove advertising posters, Council reserves the right to remove or paint over the posters and invoice the applicant for actual costs incurred by Council.

Graffiti Prevention

Graffiti is to be removed or painted over on all hoarding structures within 48 hours of detection or Council notification.

Hoardings must be provided with appropriate coverings to assist in graffiti removal or measures to reduce the occurrence of graffiti.

In the event of non-compliance with these requirements, Council reserves the right to remove or paint over the graffiti and invoice the applicant for actual costs incurred by Council.

Treatment and Colour of Hoarding

Hoardings shall be kept clean at all times. No advertisement of any kind to be allowed upon the structure except for details of the professional design and engineering consultants involved with the project.

In general, colours selected should be light to promote high visibility of the structure and safety at night.

A1.13 General Application Requirements for Hoarding Construction

Public Liability Insurance

Cumberland City Council must be indemnified for the period of construction and until the removal of the temporary structure. The indemnity is for third party claims arising from injury to persons and, damage to property (including consequential loss) in the course of works. Such indemnity must be for a minimum amount of \$10,000,000 (including the excess on the policy for any one accident or event).

Such a policy must be specifically endorsed to include the interests of Cumberland City Council as a joint insured for their respective rights and interests.

A certificate of currency must be submitted with the application and can be in the form of the sample attached to this policy. The Hoarding approval is considered void should the insurance lapse.

Conditions of Development Consent

Hoarding approvals must be read in conjunction with any conditions of development consent pertaining to the site. Specific conditions relating to the protection of Council's assets, street trees, site management and construction layout may impact on the hoarding design and or approval.

Amendments to the Approval

Modifications to an approved hoarding design cannot occur until an amended submission is made to Council. An amended application must include reasons for the modification and amended architectural and structural details as required. Amendments include replacement of one Type of Hoarding for another.

Renewal of Applications

Engineering Services Guideline Adopted: (TBC) Page 12



The application for a hoarding permit is to be renewed prior to the application lapsing. The application is to detail the extended period required for the hoarding and list any proposed changes from the original approval granted.

The application is to include payment for the extended period as adopted in Councils fees and charges.

Failure to renew the application can cause all building or demolition works to cease on site. The applicant is to renew the Hoardings permit, prior to it lapsing.

Council Inspections

No building or demolition works shall proceed on site until written authorisation has been provided to the applicant from Council that the hoarding as constructed is satisfactory. Upon removal of the structure Council will inspect to ensure the satisfactory removal of materials and assess the condition of its assets.

Council is to be notified upon completion of the erection, and upon the removal of the Hoarding structure. The inspection will confirm compliance with conditions contained in the Hoarding permit and associated development consent. Inspections can be made by contacting Council.

Unauthorised Structures

No structures are to be erected without the prior approval of Council. Structures, which are constructed additional to a current approval, are deemed unauthorised and may negate any approvals.

Working Hours

Erection of Hoardings may only occur during Council's normal adopted hours for Building Works and as contained in conditions of development consent.

This policy will however require that in certain locations of Cumberland City Council where there is high pedestrian or traffic movement, or the inherent risks of erecting a hoarding in day light hours is impracticable due to the high volume of pedestrian or vehicle movements then operations will only be permitted at night or in off peak hours.

Council approval is required for works outside of Council's approved working hours.

Notification to surrounding residents and business occupiers must be provided detailing work commencement dates and hours of operations.

Consideration to the impact of pedestrians and motorists in the erection of Type A and B hoardings as applicable must be provided in the submission to Council with a traffic management plan.

Erection of full-face pipe scaffolding is not permitted during peak pedestrian movement hours.

Monitoring Program

Type B and C Hoardings erected for longer than six months are to be re certified by the applicant's inspecting structural engineer to ensure the structural integrity of the erected structure has been maintained. A Certificate of Structural Integrity is to be forwarded to Council within one week of the six month anniversary of the structure being erected.

Dilapidation Report

A dilapidation report detailing the condition of the footpath, kerb, gutter and road shoulder is to be

Engineering Services Guideline Adopted: (TBC) Page 13



undertaken by the applicant and submitted with the application for the hoarding permit. The report will be verified by the inspecting officer and form the basis to ensuring all damage is rectified upon removal of the Hoarding structure.

Risk Management Reports

For demolition works or deep site excavations an independent risk assessment and a public domain risk minimisation strategy by a practising structural engineer is to be submitted to Council prior to the approval of the application. In case of deep site excavation, a geotechnical report should be provided as well to assess the risks of vibration and the weakening of support. The report is to include advice on the suitability of the proposed design of the structure and method of restraint for the works to be carried out.

Application of this part is to be assessed in the individual case and in consultation with Council.

Council Assets

Council's infrastructure including the drainage system shall not be interfered with or damaged during the construction or operation of the Hoarding.

The use of the roadway for storage of materials, loading and unloading is not permitted at any time. Kerb stones and gutters must not be cut or damaged. Prior approval from Council is required for any modification required to Council's infrastructure.

Vehicles must not cross the footpath to gain access to the site unless a temporary planked crossing is constructed to the satisfaction of Council.

Traffic Management Plan

Where a Hoarding in its construction, operation or removal phase will impact on pedestrian or traffic movement a Traffic Management plan is to be prepared by an accredited traffic engineer and submitted with the application for Council approval. Specific submission requirements on plans can be made by contacting Council.

These details must consider Council, Police and Transport for NSW requirements. Special consideration will apply especially in high traffic areas of the City and in the vicinity of pedestrian malls, transport interchanges and town centres.

The loading and unloading of heavy material and, plant must form part of the Traffic Management Plan.

Provisions should be made for traffic control by referring to the Guide to Traffic Engineering Practice and AS 1742 Part 3 Manual of Traffic Control devices. Such details should be included in a Traffic Management Plan as required.

A copy of the Traffic Management Plan must be available onsite at all times for the inspection of an authorised officer of Council, Police or Transport for NSW.

Obstruction to Traffic Lights, and Cameras

All hoardings must be constructed so that they will not obstruct either motorists or pedestrian's view of traffic lights.

Visibility from driveways, pedestrian's crossings and intersections also must not be constricted.

The applicant must detail on the application site plan the location of all traffic lights, Transport for NSW monitoring Cameras, Closed Circuit Television (CCTV) cameras and the like. The submission must

Engineering Services Guideline Adopted: (TBC) Page 14



demonstrate no interference in the operation of these facilities to the satisfaction of Council and the relevant state government authorities.

Referrals to the appropriate authority or private organisations may be required to ensure no interference will result.

Consultation with other Authorities and Organisations

The applicant must consult and seek concurrence with the relevant authorities where the Hoarding structure may impact on their services, utilities and assets, or requires a separate approval.

A1.4 Penalties for Non-Compliance

Enforcement Options

A Hoarding Permit is issued under Part 1 Approvals s68 of the Local Government Act (the Act).

Section 672 of the Act states that a non-compliance with an approval issued under the Act is a breach of the Act.

For the purposes of this Policy and Guideline, the Hoarding Permit includes not only any conditions of the permit applied by Council approval but also include plans and documentation submitted in support of the application.

Where a breach of a Hoarding permit does occur, Council may deal with any non-compliances in one or a combination of the following manner;

- Issue penalty infringement notices for failing to comply with the approval
- Have a non-compliance with an approval dealt with by means of a Court Attendance Notice returnable to the Local Court. The Local Court can impose monetary penalties to a Corporation or an individual.
- Issue Orders requiring compliance with a Permit including conditions of that permit or requirements of this Policy and Guideline. The failure to comply with such an Order can result in either of the above legal options being taken
- In those circumstances where Council has issued an Order requiring compliance with the issued Permit and the terms of the Order have not been complied with Council can carry out the terms of the Order (e.g. to remove graffiti) and recover the costs of doing the work required by the Order.

Retain Approvals On-Site

A copy of all approvals must be available onsite at all times for inspection by Council and SafeWork NSW personnel.

A2 WORK ZONES

A2.1 Work Zone Requirements

Works Zones are often required at construction sites to facilitate development when parking on site is not available. Works Zones primarily relate to large developments, such as residential, hotel and commercial development sites where there is no on-site space for the loading or unloading of materials.

All Works Zone applications are required to be assessed by Council based on, but not restricted to:

- the amount of on-site space to carry out the activity
- Local Traffic Committee approval, that must be endorsed by Transport for NSW, Police and Council.

Engineering Services Guideline Adopted: (TBC) Page 15



Suitable Locations

Any use of public roadway (excluding the footpath/nature strip) for Works Zones must not obstruct vehicles, bicycles, pedestrian convenience, safety or amenity, and should complement other street activities.

Where a Works Zone is proposed to be located adjacent to another party's premises/property, the applicant must obtain written approval from the relevant property owner. Any concerns or requirements raised by the affected party must be resolved or accommodated.

In general, a Works Zone may only be approved on the roadway (excluding the footpath/nature strip) in time restricted and unrestricted parking areas.

The Applicant will be liable for any damages to Council's assets, such as kerbs, pits, gutter, footpath, road surface, signage, poles and trees.

Hours of Operation

Standard works hours of operation are: 7.00 am - 6.00 pm Monday – Friday 8.00 am - 4.00 pm Saturday. Hours of operation outside this period may be considered by Council and may require further approvals beyond the areas covered by this Policy and Guideline.

Layout and Accessibility Corridors

The use of a Works Zone should not compromise the existing street activities, through maintaining adequate clearances.

The Works Zone must be used in accordance with the Australian Road Rules. Vehicles stopping in the zone must be engaged in construction works in or near the zone, and the zone must not be used for the storage of materials and the use of skip bins and/or standing plant.

If standing plant is required within the works zone area, a separate Road Occupancy Licence (ROL) An application must be submitted to Council. Additional fees and charges may apply.

The use of the Works Zone shall not interfere or compromise the safety to pedestrians, cyclists or motorists. The Works Zone shall not interfere or encroach into bicycle or traffic lanes.

Fees

All associated fees are payable in accordance with Cumberland City Council's Schedule of Fees & Charges.

Public Liability

The applicant must provide Public Liability Insurance cover indemnifying Cumberland City Council as a principle for the sum of \$20 million. Evidence of such insurance must be submitted with the application.

A Works Zone application will not be approved unless public liability insurance is demonstrated.

Application Requirements

Works Zone Applications must be submitted at least 28 days prior to works zone being required.



It is the responsibility of the applicant to ensure that this is complied with, and that all necessary documents are attached with the application for Council's consideration.

Documents required on application include:

- Completed Works Zone Application Form
- Public Liability Insurance (Certificate of Currency)
- Layout Sketch, including all road signage, line markings, and road width in the vicinity (between adjacent intersections)

A2.2 Ongoing Management

The Works Zone area must be maintained in a clean and tidy condition to the satisfaction of Council, or else the applicant will be required to reimburse Council for any extraordinary cleaning costs.

The use of equipment or activities to be conducted in the Works Zone must not result in any "offensive" noise as defined by the Protection of the Environment Operations Act.

If the Works Zone is either postponed or cancelled, the applicant needs to advise Council in writing of the situation no later than 24 hours prior to the planned commencement of the Works Zone.

Council will install and remove the Works Zone as appropriate. Where possible, existing signs, stems or power poles will be used.

The applicant should apply proper site management controls to the works zone area to prevent materials entering or likely to enter waterways or contaminate land.

The applicant is responsible for any environmental contamination resulting from the use of the works zone. Should contamination occur, the applicant is responsible, at their own cost, for returning the affected area to its condition prior to the contamination. If the applicant does not comply with this condition, Council may carry out the necessary works and the applicant will be required to reimburse Council for the cost of this works.

A2.3 Compliance and Control

Compliance

Council's Authorised Officers will liaise with the site manager responsible for management and maintenance to ensure appropriate safety standards are met.

Failure to obtain a permit or non-compliance with the Permit Conditions is a breach of the Local Government Act 1993 as amended and/or the Roads Act 1993 as amended. Infringements will be issued in accordance with the regulations of these Acts.

The use of the Works Zone area may require compliance with other Council policies and/or legislation.

Breaches

The following is a guide to the steps taken by Council to resolve or remedy a situation. The steps may be varied at any time based on individual circumstances.

Breaches of Conditions

- Step 1 Caution/Letter Issued action to remedy must be within 12 hours
- Step 2 Infringement Notice served to ensure compliance.
- Step 3 Following Infringement Notice, permit may be cancelled and/ or further action taken.



Operating with an Expired Permit

- Step 1 Caution/Letter Issued action to remedy must be within 12 hours
- Step 2 Infringement Notice served to ensure compliance.
- Step 3 Continued noncompliance may then result in further action being taken.

Operating without a Permit

- Step 1 Application form is issued to the party and an Infringement Notice is served.
- Step 2 Continued non-compliance may then result in further action being taken.

A3 CRANE PERMITS

A3.1 Definitions

A Crane Permit is required when planning to operate any type of lifting device on, over or above the public way that is occasional and not related to development more than a duplex. Equipment includes:

- Mobile Cranes, including crane trucks and Hi Abs;
- Cherry pickers and Elevated Works Platforms (EWP);
- Concrete boom pumps;
- Scissor lifts; and
- Boom lifts.

A3.2 Requirements for Crane Permits

Suitability

Any use of public roadway (excluding the footpath/nature strip) for crane permits must not obstruct vehicles, bicycles, pedestrian convenience, safety or amenity, and should complement other street activities.

Where a Crane Lift is proposed to be located adjacent to another party's premises/property, the applicant must obtain written approval from the relevant person. Any concerns or requirements raised by the affected party must be resolved or accommodated.

The Applicant will be liable for any damages to Council's assets (such as kerbs, pits, gutter, footpath, road sheeting, signage, poles and trees).

The maximum weight of any machinery proposed to operate on the public roadway or footpath is 1500kg. This is based on total weight, not point loads.

Hours of Operation

Standard works hours of operation are: 7.00am - 5.00pm Monday - Friday 7.00am - 4.00pm Saturday. Hours of operation outside this period may be considered by Council and may require further approvals beyond the areas covered by this Policy and Guideline.

Layout and Accessibility Corridors

The Crane Lift should not compromise the existing street activities, through maintaining adequate clearances.

The Traffic Control Plan associated with the Crane Permit must be approved by Council and implemented

Engineering Services Guideline Adopted: (TBC) Page 18



at all times.

Fees

All associated fees are payable in accordance with Cumberland City Council's Schedule of Fees & Charges.

The application fee must be paid at the time of lodgement (prior to commencement of work).

Any additional fees and charges will be payable prior to approval being granted and permit being issued.

Public Liability

The applicant must provide Public Liability Insurance cover indemnifying Cumberland City Council as a principle for the sum of \$20 million. Evidence of such insurance must be submitted with the application.

Application Requirements

Crane Permit applications must be submitted at least 48 hours prior to a Crane Lift being required. It is the responsibility of the applicant to ensure that this is compiled and that all necessary documents are attached with the application for Council's consideration.

Documents required on application include:

- Completed Crane Permit Application Form
- A full Traffic Control Plan, in accordance with AS1742.3 and manual for traffic control at work sites, drawn by a red or orange ticket accredited person. Accreditation details and site checklist to be included with the submission.
- All external approvals / acknowledgements or permits, where applicable (i.e. Transport for NSW and Police), must be attached.
- A copy of the applicant's current Public Liability Insurance Certificate with a minimum of cover of \$20 million and indemnifying Cumberland City Council must be attached. Cumberland City Council must be named on the certificate/letter from the insurer as an interested party.
- A Safe Work Method Statement &/or Material Data Safety Sheets for the proposed works.
- The manufacturer's/hirer's specification for the machinery is to be attached.
- Identification of any obstructions, such as trees, poles and utilities.

A4. ROAD OCCUPANCIES

A4.1 Definitions

Road Occupancy- Any activities likely to affect road network's operational efficiency and occupy a road will require a road occupancy permit.

A4.2 Requirements for Road Occupancies

A road occupancy permit must be obtained before occupying any surface on the road reserve, including footpath, nature strip, channel, kerbing and road pavement.

Occupancies also include parking long and/or heavy vehicles for over an hour and the use of cranes.

Application Process

Applicants seeking to obtain a road occupancy permit on Council's roads must obtain prior approval from Cumberland City Council pursuant to the provisions The Roads Act 1993 and comply with all conditions of the approval and this policy document.

Engineering Services Guideline Adopted: (TBC) Page 19



Information and advice can be obtained from Council, with relevant details provided on Council's website: www.cumberland.nsw.gov.au.

General Road Occupancy Conditions

The following general road occupancy conditions are provided for an application:

- Adequate vehicular traffic control shall be provided for the protection and convenience of pedestrians and motorists including appropriate signage and flagging. Workers shall be specially designated for this role, as necessary to comply with this condition. This is to be carried out in accordance with the Australian Standard AS 1742.3 – Traffic Control Devices for works on roads and Work Cover requirements.
- 2. Traffic Control Plans/Traffic Management Plans for the proposed work must be prepared by a person in possession of a current "Select/Modify Traffic Plans" qualification or higher and copy of the qualification must be attached with the application.
- 3. All the fees and charges must be paid in accordance with Council's current fees and charges policy.
- 4. Road Occupancy Licence must be obtained from Transport Management Centre of Transport for NSW for road occupancies impacting on traffic signals or state road network.
- 5. At least 6.0 metres width of roadway adjacent to the site shall be left open for two-way traffic. Please note that full closure of the road activity will NOT be allowed except under special circumstances. This will require consideration by the Cumberland Traffic Committee and approval by Council.
- 6. Booms shall not operate over pedestrian or vehicular traffic without approved overhead protection. All applications are to advise if there is any overhead work proposed across the footpath area.
- 7. Appropriate signs and barricades shall be erected to direct pedestrians to an alternate safe passage around a closed section of the public footpath where the public footpath is required to be closed under this approval.
- 8. The emergency vehicles travelling under lights and sirens are to be given priority and delay to these vehicles actively minimised.
- 9. The holder of this licence shall maintain safe clearance between workers and vehicles in the adjacent travel lane.
- 10. The residents/office access in the area affected by the traffic control setup shall be maintained at all times.
- 11. The holder of this approval shall indemnify the Council against all claims, damages and costs incurred by or charges made against Council in respect to death or injury to any person or damage in any way arising out of this approval.
- 12. A public liability insurance policy for an amount not less than \$10,000,000 for any one occurrence shall be held in joint names including Council as an interested party. The holder of this approval shall inform its liability insurers of the terms of this condition and submit a copy of liability insurance prior to commencement of work.
- 13. The operator of any unit carrying out this approval shall have this approval with them and produce it if required along with any other relevant authority approvals granted in the connection with this approval upon request of the Police or Council Officer and Workcover.
- 14. Mobile cranes, cherry pickers or concrete boom pumps shall not stand within the public way for extended periods when not in operation under this approval.
- 15. The operation of the mobile crane shall not give rise to an "offensive noise" as defined in the Protection of Environment Operations Act 1997. Furthermore, vibrations and/or emission of gases that are created during its operations and which are a nuisance, or dangerous to public health are not permitted.
- 16. The cost to repair damages, as a result of these works, to Council's footway and roadway area shall be borne by the applicant.



A5. ROCK ANCHORS

A5.1 Definitions

Rock anchors are inserted below ground level used to stabilize earth, sand or rock adjacent to excavation work, which are safely de-stressed or completely removed upon completion of the works.

This Policy and Guideline details the safe and economical means of supporting Council land adjoining development sites under construction.

A5.2 Requirements for Rock Anchors

Objectives

The objectives are:

- To ensure Council's assets are protected.
- To minimise any adverse impact on properties caused by rock anchors.
- To safeguard the public interest whilst ensuring a safe means of supporting public land adjoining development sites during construction.
- To protect utility services from damage resulting from developments.

General Application

This Policy and Guideline applies to all Council land where temporary rock anchors are proposed as a support mechanism during construction or excavation on development sites.

This Policy does not apply to the installation of rock anchors on private land.

The installation of permanent rock anchors on Council land may be considered in exceptional circumstances and in accordance with Council requirements. These requirements may be identified in this Policy or Guideline or may be specific to the relevant land being considered and not identified in this Policy or Guideline.

The use of temporary rock anchors may be permitted, subject to conditions and only where an alternative method of stabilisation cannot be used or is impractical.

Rock anchors must only be installed with formal approval from Council via a Section 138 of the Roads Act.

The Applicant/Developer must provide full details of the proposed installation, prepared by a qualified Structural or Geotechnical Engineer, for Council's approval, prior to commencement of excavation works. The Structural or Geotechnical Engineer must be a Chartered Professional Engineer with the Institute of Engineers Australia.

The Applicant/Developer must provide Council with a refundable Holding Deposit (minimum constant value up to 10 anchors) as per Council's Fees and Charges Schedule, which will not be released until a Certificate is provided to Council certifying that the rock anchors have been completely de-stressed or removed upon completion of works. This Holding Deposit may be used to repair any damage resulting from the rock anchors.

The Applicant/Developer must take out Public Liability Insurance to a minimum value of \$20 million, prior to the commencement of works.

Fees and Charges



All associated fees are payable in accordance with Cumberland City Council's Schedule of Fees & Charges.

The application fee must be paid at the time of lodgement (prior to commencement of work). Any additional fees and charges will be payable prior to approval being granted and permit being issued.

Public Liability

The applicant must provide Public Liability Insurance cover indemnifying Cumberland City Council as a principle for the sum of \$20 million. Evidence of such insurance must be submitted with the application.

Application Requirements

An application for the use of temporary rock anchors under this Policy and Guideline will only be considered if there is no other available method of stabilising Council's land. In this regard, statement from a qualified Structural or Geotechnical Engineer is required as proof.

Rock anchors must be installed at a depth of not less than 2.5m below existing natural ground levels at the boundary.

All utility services must be located and plotted on the drawing showing their depth and relative position to the proposed rock anchors, to ensure that the services will not be damaged or interfered with or affect Council's future works.

The proposed rock anchors are to be geotechnically and structurally certified by the qualified Structural or Geotechnical Engineer. Upon completion of works, the rock anchors are to be completely de-stressed or removed without damage to Council's land or to existing services. Proof shall be provided in the form of certification from the qualified Structural or Geotechnical Engineer.

The Applicant/Developer is liable for any current or future damage caused by the rock anchors during installation, whilst being installed, during de-stressing or during their removal including all damage to public land, damage to public land preventing its future development of the land (sterilisation) or damage to existing services.

A6. ROAD OPENING PERMIT

A6.1 Definitions

A Road Opening Permit (ROP) in accordance with Section 138 of the Roads Act is used to apply for a permit to carry out any intrusive digging in the public road or footpath. The type of works covered by this application:

- Installation, maintenance, repairs/replacement or upgrading of utilities (water, gas, electricity or telecommunications)
- Any type of stormwater or sewer connection works and repairs
- Providing a temporary driveway/layback to premises for residential or construction vehicle access
- Upgrading the road, kerb & gutter associated with a development site approved by the City of Sydney Council
- ROP is NOT used for constructing permanent driveways or replacing redundant driveways with new footpaths, these works require a 'Application for Private Construction of Vehicular Crossing and Road Works' to be completed.

A6.1 Requirements for Road Opening Permit

Anyone who needs to carry out works can apply for a Road Opening Permit, including homeowners or trades people. If the permit is approved, only fully qualified and licenced trades people can carry out the works. All qualification and licence details must be included in the application.



All financial transactions with this approval will be conducted between the Cumberland City Council and the 'Applicant' listed on the application and the permit.

Lodgement of the ROP application and payment of fees is required to receive a permit. Please note that minimum 10 working days is required to process this application.

Additional information to be provided with the application includes;

- Public Liability Insurance Certificate
- Worker's Compensation Insurance Certificate
- Worksite details
- Traffic control plan
- · Plans or sketch of proposed works

A single application can be used for multiple frontages of the same site subject to all opening details and plans are submitted at the same time.

All works being carried out under this approval must be carried out by qualified and licenced trades people whose registration / accreditation details are essential and must be provided at the time of submitting your application.

A road occupancy licence is required from the Transport for New South Wales if you are working within 100 metres of traffic signals or on state and regional roads.

Adopted: (TBC)



PART B: INFRASTRUCTURE DESIGN

B1. BOUNDARY/STREET ALIGNMENT LEVELS

B1.1 Objectives

Alignment Levels are required for Council to clearly understand existing public domain levels and grades, identify improvements for accessibility that may be required in accordance with relevant standards, and consider changes that are proposed.

Alignment Level applications require plans, cross-sections and longitudinal sections to demonstrate the road, footpath, kerb and gutter levels and cross-falls for a site, relative to the Australian Height Datum (AHD) and Map Grid of Australia (MGA) orientation.

B1.2 Requirements for Boundary/Street Alignment Levels

Due consideration will need to be given to Boundary/ Street Alignment Levels to ensure that the proposed designs work with the existing conditions.

Consideration of Boundary/ Street Alignment Levels will also ensure that the proposed designs will follow Council standards and public domain designs.

Levels and Gradients

- Adjustment of footways to achieve cross-falls between 1 3.5% from property boundary to the top of kerb. All levels must be related to Australian Height Datum (AHD);
- If existing footpath levels and gradients do not comply with City standards, reconstruction will be required.
- Small variations from the standards due to latent site conditions may be accepted.
- Localised adjustment of longitudinal grades and cross-falls to suit building entries is not permitted in the public domain and must occur within the property line if required.

Kerb and Gutter

- The kerb line is to be parallel to and 150mm above the invert of the gutter (as designed), unless otherwise specified by Council.
- The design levels for new kerb returns must include the boundary, top of the kerb and gutter levels at relevant chainages.

Pedestrian Kerb Ramps and Driveways

- Designs showing proposed adjustments to the general footpath gradients, such as kerb ramps and driveways are required.
- Adjustment of levels at vehicle and pedestrian entrances to address flood planning levels (e.g. for property basements) is not permitted. Any such adjustments must occur within the property line

Pits and Service Covers

Designs indicating adjustments to suit required longitudinal grades and cross-falls.

Application Process

When a development proposal involves construction of a new building, the introduction or alteration of building entries or driveways, or other impacts on the surrounding footway or roadway, an Application for Approval of Footpath Alignment Levels and Gradients is required.

Engineering Services Guideline Adopted: (TBC) Page 24



An Alignment Level submission may be required:

- as a condition of consent under a Development Application (DA);
- in association with a Voluntary Planning Agreement (VPA); or
- as part of a Works on the Public Way application for approval under the Roads Act 1993, when a DA or VPA is not required.

The Alignment Levels submission should include all frontages of the development site or project area and extend a distance of 20m beyond the site frontages. Cross-sections should extend from the building line to the centreline of the road carriageway.

The submission should clearly show the existing public domain levels and proposed changes to those levels to meet Council standards and proposed changes to the public domain.

Submissions must be prepared by a registered surveyor and designed by an engineer.

Submissions must be approved by Council staff before works can start.

The items identified in this section of the Guideline are to be included in the submission, as relevant to the site.

Information and advice can be obtained from Council, with relevant details provided on Council's website: www.cumberland.nsw.gov.au

Fees and Charges

All associated fees are payable in accordance with Cumberland City Council's Schedule of Fees & Charges.

The application fee must be paid at the time of lodgement (prior to commencement of work). Any additional fees and charges will be payable prior to approval being granted and permit being issued.

B2. DRIVEWAY/ FOOTPATH DESIGN

B2.1 Driveway / Footpath Design Requirements

Driveway and Footpath Designs are to consider pedestrian and vehicular crossings within the public domain.

It is imperative to ensure that there will be sufficient gradient for flow of stormwater and to prevent ponding. Council also has set specifications for details of construction.

Footpath and driveway shall be designed in accordance with Council standards to provide a continuous and uniform surface for safe and comfortable pedestrian and vehicle movements between the property boundary and road pavement.

Reference:

Cumberland City Council Standard Drawing SD 8102 – R1 Cumberland City Council Development Control Plan (DCP) Australian Standards (AS2890).

B3. KERB AND GUTTER

B3.1 Kerb and Gutter Requirements

Engineering Services Guideline Adopted: (TBC) Page 25



Consideration will need to be given to Kerb and Gutter design to ensure that it is functional, with minimal impact to its surroundings.

It is a requirement for the Kerb and Gutter to follow Council's specifications and details for construction.

Reference:

Cumberland City Council Standard Drawing SD 8101 Cumberland City Council Standard Drawing SD 8104

B4. VEHICULAR CROSSINGS

B4.1 General Information

The Roads Act 1993 and the Local Government Act 1993 require that a person shall not carry out any activity or works on a public road or place without the approval of Council. Property owners are liable for all costs associated with the construction, maintenance and repair of a vehicular crossover between the road pavement and the property boundary line.

All vehicular crossing construction shall require written approval from Council prior to the commencement of any work. In this regard, a vehicular crossing application is to be made to Council requesting permission to construct. The application will be accompanied by the necessary vehicular crossing designs showing all required dimensions. Standard requirements may vary depending on the proposed use of the vehicular crossing and a desire to avoid conflict with existing trees, utility services, drainage system and gully pits.

Where a proposed vehicular crossing impacts on an existing gully pit, all costs associated with the construction of any new pit, grates and lintel required to resolve the conflict shall be at the applicants' expense.

Vehicular crossings shall be constructed perpendicular to the kerb and gutter or road centre line.

Vehicular crossings on corner allotments shall not be constructed within six (6) metres of the kerb's tangent point or opposite an on-coming street, in accordance with the Cumberland Development Control Plan and AS 2890.

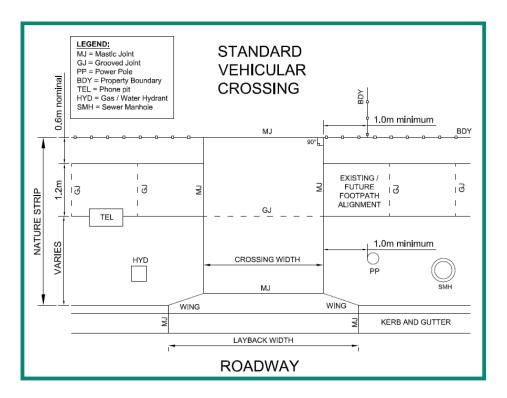
The number of vehicular crossings permitted shall be limited to one (1) per property to improve streetscape, maximise on-street parking and reduce the number of vehicle-pedestrian conflict points. Additional vehicular crossings may be considered if consistent with the relevant provisions in the Cumberland Development Control Plan. Alternatively, a development application or modification will need to be submitted where relevant.

Where existing laybacks and/or crossings are made redundant by the construction of a new crossing in an alternate location:

- i. The old layback shall be removed, and the kerb and gutter restored to the standard profile.
- ii. The old crossing shall be removed, any damaged sections of footpath reconstructed, and the area restored to the satisfaction of Council.

Council may require the lodgement of a security deposit to ensure the satisfactory completion of any works within the road reserve. The security deposit shall be lodged with the vehicular crossing application form. The amount required shall be in accordance with Council's Schedule of Fees and Charges.





B4.2 Standard Vehicular Crossing Requirements

Provision for Traffic and Safety of the Public

During the course of the works, the contractor shall be adequately insured for Public Liability and shall indemnify Council against any claims arising from these works.

The contractor shall, for the duration of the works provide proper fencing, barricades, lighting, signs and such temporary roadways, footways as necessary for the accommodation and protection of pedestrians, motorists and public, in accordance with the relevant Australian Standards

A Road Occupancy Licence (ROL) may be required for construction work close to traffic lights and in high traffic areas.

Provision for Utility Services

A provision for utilities such as power, water and telecommunications is to be made in the design process. It shall be the applicant's responsibility to arrange for a BEFORE YOU DIG® search to be requested.

Should there be the need to relocate and/or adjust the location or level of any utility, then it shall be the applicant's responsibility to arrange this with the relevant authority. Any reduction of a standard clearance or adjustment of a condition shall be negotiated between the applicant and the relevant regulatory authority.

The applicant shall verify in writing and forward to Council all correspondence between both parties before any inspection on the site can be carried out.

Provision of Work near Trees

Any work near trees needs to be consistent with the Cumberland Development Control Plan or any other relevant control, standard or guideline.

Engineering Services Guideline Adopted: (TBC) Page 27



In order to minimise any damage to a tree on or adjacent to the demolition and/or construction of a vehicular crossing, the following guidelines are to be read in conjunction with the conditions of development consent and are to be strictly adhered to:

- Pruning and removal of trees is subject to Council approval.
- ii. If tree related issues are encountered during works, Council is to be contacted immediately in order to advise on necessary works to resolve the issue. Failure to comply with any of the conditions and guidelines may result in Council retaining relevant bonds and/or the instigation of compliance proceedings against the owner/ applicant, builders or contractors.

Further information relating to tree protection can be found in Cumberland City Council's website: www.cumberland.nsw.gov.au

Construction Approval Expiry

The vehicular crossing approval shall lapse if the works as outlined within the approval is/are not completed within twelve (12) months of the date shown on the issued design.

Should the site conditions change from those assessed at the time of approval, prior to commencement of construction, contact is to be made with Council to confirm the design.

The applicant can apply to Council at least thirty (30) days before the expiry date, requesting for an extension of up to twelve (12) months.

A re-design of the vehicular crossing may be subject to further fees in accordance with Council's scheduled Fees and Charges.

Design Requirements

Vehicular access to individual properties shall be designed with consideration to on-street parking and drainage while promoting a pleasant pedestrian friendly environment and to establish an attractive neighbourhood. This is to be achieved through site-specific design to provide for an integrated safe environment for all uses of the area.

The vehicular crossing must be aligned with the garage/carport/parking bay opening.

The crossing must be constructed perpendicular to the adjacent kerb.

Vehicular crossings are to be separated from adjacent crossings.

Service covers or lid levels shall match the new concrete finish level.

B4.3 Specifications for Vehicular Crossings

Single Dwelling Vehicular Crossings

The crossing shall be constructed with a minimum 150mm thick concrete slab reinforced with one layer F82 steel mesh.

The minimum width at the property boundary is 3 metres.

The maximum width at the property boundary is subject to Development Approval and impact to on-street parking.

Splays are permitted where the width at the property boundary is less or equal to 3 metres.



Multiple Dwelling and Industrial Vehicular Crossings

Specified as Heavy Duty and for use with all multiple dwellings and industrial properties.

The crossing shall be constructed with a minimum 200mm thick concrete slab reinforced with two (2) layers of F82 steel mesh.

The minimum width at the property boundary is 3 metres

The maximum width at the property boundary is subject to Development Approval.

Splays are permitted where the width at the property boundary is less or equal to 3 metres.

Any development, other than the single dwelling houses and granny flats, shall construct footpath on all frontages along with vehicular crossings

Concrete Finish

All concrete works within the Council footpath reserve and/or vehicular crossings shall be consistent with the requirements outlined in the Cumberland Development Control Plan.

B4.4 Process for Vehicular Crossing Approval and Inspection

Application Process

A vehicular crossing application shall be completed, and the appropriate fees and security bonds paid to Council. A copy of the nominated Contractors Public Liability Insurance is to be provided alongside the application form.

If not previously obtained, a Boundary Line Level application form shall also be submitted, and the relevant fees paid.

Cumberland City Council will assess the application and conduct a site investigation. Where necessary, Council will determine the required Boundary Line Level for the development site.

Approval for Private Construction of Vehicular Crossing

Council will issue an approval letter with conditions and along with an Invoice for Asphalt Restoration to the applicant. Prior to receiving written approval from Council, the applicant is not permitted to conduct any works on the public reserve, including (but not limited to) excavation of the footpath, redundant driveway, kerb or gutter.

Should the applicant conduct any works on the Council reserve prior to being issued the approval, the following actions may be taken:

- Council may issue infringement notices or fines
- Full reinstatement to previous condition with all costs borne by the applicant.

Upon payment of the asphalt Invoice, the applicant may commence work.

Asphalt Restoration to be Carried out by Council

For asphalt restoration covered under this section of the Guideline, a minimum 500mm wide and 50mm deep asphalt surface shall be removed for all new concrete works or concrete reconstruction works adjacent to the asphalt surface. A lip-board shall be placed along the lip line.



For heavy duty driveways and in industrial areas, the asphalt cut shall be minimum 500mm and 150mm deep.

Booking Mandatory Formwork Inspections with Council

After the applicant has completed the placement of the formwork, suitable bedding material and steel mesh, prior to concreting, an inspection booking is to be made with Council's engineers. A minimum of 48 hours' notice shall be given and bookings are subject to availability. An applicant's representative is required to be on site during the duration of the inspection.

Information and advice can be obtained from Council, with relevant details provided on Council's website: www.cumberland.nsw.gov.au.

Inspection by Council and Approval to Pour Concrete

If Council's requirements and specifications are not met and more than one inspection is required, additional fees will apply. This fee is in accordance with Council's Schedule of Fees and Charges.

A copy of the inspection sheet will be issued by Cumberland City Council to the applicant (or representative) on-site, advising if the vehicular crossing has passed (with or without changes) or failed the inspection.

If the inspection was passed, pouring of the concrete may commence. Otherwise, if the formwork was unsatisfactory, appropriate rectifications are to be made and another inspection shall be booked with Council. No pouring can occur until the inspection is passed.

Final Inspection and Refund of Security Bonds

Once the concrete has been poured and reasonably set, the applicant is to contact Council to organise for the Asphalt patching work to be conducted.

A Security Bond Refund Application is to be lodged to Council and a final inspection will be conducted when requested by the applicant.

Council will then inspect the completed works, ensuring that all restorative work has been completed and to the satisfaction of Council's standards. Upon satisfactory completion of all works, Council will release the Security Deposit held by Council.

Please note that Council reserves the right to retain the monies in the case the applicant refuses to address defects and issues raised by Council.

Council will advise the issues to be addressed in writing to the applicant. Also, additional inspection in the process will be deducted from the bonds.

Certificate of Compliance for Vehicular Crossing and Road Works

Once the vehicular crossing and associated works have been completed, the applicant can request Council to issue a certificate of compliance to certify that the completed works complies with Council's development and regulatory requirements.

Certificate of Compliance also considers the quality of construction for the Vehicular Crossing and Road Works.

B4.5 Vehicular Crossings Approval for Complying Development Certificates (CDC)

Cumberland City Council has a two-part process that you must adhere to in order to seek vehicular crossing location and construction of those works related to CDCs.

Engineering Services Guideline Adopted: (TBC) Page 30



Step 1: Preliminary Access Approval for Vehicular Crossing (Location and Width)

Prior to issue a CDC, consent for the location of the proposed vehicular crossing shall be obtained from Council by submitting the "Application for Preliminary Approval for Vehicular Crossing" form.

Application for boundary line levels shall also be submitted along with this application. Please refer to "Boundary Line Levels" section in this Guideline.

Important information (Preliminary Approval)

- This application is for Council to determine the site suitability for the Applicant's proposed location only, in relation to a Complying Development Certificate.
- Access driveway width and location will be determined based on the site constraints and available on-street parking.
- Please allow up to ten (10) business days for applications to be processed.

Step 2: Obtaining Construction Approval of Vehicular Crossing and/or Ancillary Works by Private Contractor

This approval is to be obtained by lodging the "Application for the Private Construction of Vehicular Crossings and Road Works" form. Council issued Preliminary Approval for Vehicular Crossing (as per Step 1) shall be included with the application.

Please note that private construction of vehicular crossing will be processed at the lock up stage.

B5. PUBLIC DOMAIN DESIGN

B5.1 Definition

For the purpose of this policy, the following definition applies:

Public domain is referred to as land that is owned and/or managed by Cumberland City Council, and land that is proposed to be dedicated to Council as part of the development.

This includes but is not limited to the design for roadworks, street drainage works, footpaths, vehicular crossings and other public facilities referred to as the public domain.

Any work required in the public domain must be documented to the Council standard requirements described herein for each development stage.

Development proposals that meet any of the following criteria shall be required to submit public domain design plans to Council for approval:

- Developments in Town Centres and other Urban Centres; or
- Developments that provide new public domain infrastructure including roads, laneways and pedestrian links; or
- Developments in business and employment zones; or
- Some developments in R4 High Density Residential zones, subject to Council advice; or
- Any development with nil setback.

B5.2 Application Process

The Application for Assessment and Approval of Street drainage / Public Domain Design Plans (works within road reserve) is to be lodged.

Design Plans are to be submitted along with the application. The requirements have been outlined within

Engineering Services Guideline Adopted: (TBC) Page 31



the subsequent section below.

Approval:

- Once the application and plans have been reviewed and all Council's requirements and objectives have been met, an approval will be sent to the applicant.
- Please note there may be several amendments of plans required if these requirements and objectives are not met.
- The approval will also be outlining the Conditions and Site inspections which may need to be carried out by Council Officers at key stages of the construction phase.

B5.3 Public Domain Design Plan Submission Requirements

Design Plans are to be submitted along with the application and the requirements for each submission category is outlined below.

Proposed public domain designs need to be consistent with any relevant planning control, any relevant Public Domain Plan, and any relevant standard drawings from Council.

Proposed road and footpath works within Council land are to be designed and the cross-sections and long-section details are to be prepared in accordance with the Road Design Guide and Austroads specifications

A detailed service search shall be carried out to ensure all services within the area of proposed works are identified.

The depth and locations of these services shall be clearly shown on the longitudinal sections, with the minimum required clearance to the other services annotated on the plans.

Written approval/concurrence from affected service authorities for service adjustments are to be obtained and details are to be attached with design plans. All services are to be adjusted to new surface levels and are to be clear of trafficable area.

Please note that approval for construction of the public domain works shall be obtained by lodging the application for private construction of vehicular crossing. The following documents are to be submitted at the end of completion and is not limited to Works as Executed (WAE) plans, and compaction test results.

B5.4 Fees and Charges

All associated fees are payable in accordance with Cumberland City Council's Schedule of Fees & Charges.

The application fee must be paid at the time of lodgement (prior to commencement of work). Any additional fees and charges will be payable prior to approval being granted and permit being issued.

B6. PUBLIC STREET LIGHTING

B6.1 Requirements for Public Street Lighting

Council identifies requirement for public street lighting to provide lighting sufficient for the creation of a safe and comfortable night-time outdoor visual environment for vehicular and pedestrian movement.

The design of Public Street Lighting is to follow relevant Australian Standards, Work Cover Code of Practice, and relevant planning controls and any relevant Public Domain plans.



Reference:

- AS/NZS 1158 series Lighting for roads and public spaces
- AS/NZS 1798 Lighting poles and bracket arms Recommended dimensions
- AS/NZS 4677 Steel utility service poles
- AS 2700 Colour standards for general purposes
- AS 4282 Control of the obtrusive effects of outdoor lighting
- Work Cover Code of Practice, Work Near Overhead Power Lines, 2006
- Relevant Planning Controls
- Relevant Public Domain Plans

B7. ROAD DESIGN

B7.1 Requirements of Road Design

It is a requirement for proposed Road Designs to follow the guidelines stipulated by Austroads.

Road Designs are required to consider any relevant planning controls, any relevant public domain plans, and standard drawings provided by Council.

Reference:

- Austroads Guide to Road Design
- Council Standard Drawings
- Specifications provided by Council's Engineering Section
- Relevant Planning Controls
- Relevant Public Domain Plans

B8. CYCLING DESIGN

B8.1 Requirements of Cycling Design

It is a requirement for proposed Cycling Designs to follow the Guidelines stipulated by Transport for New South Wales and Austroads.

Cycling Designs are required to consider any relevant planning controls, any relevant public domain plans, and standard drawings provided by Council.

Adopted: (TBC)

Reference:

- Austroads Guide to Road Design Part 6A: Paths for Walking and Cycling
- Austroads -guides for cycleway design
- TfNSW Cycleway Design Toolbox
- Council Standard Drawings
- Relevant Planning Controls
- Relevant Public Domain Plan



PART C: STORMWATER AND FLOODPLAIN MANAGEMENT

C1. Stormwater Discharge Connection to Council's System

C1.1 Definition

For the purpose of this policy, the following definition applies:

Section 68 of the Local Government Act 1993 specifies a range of activities where approvals are required to be obtained from the local council. These are often in addition to standard development application (DA) requirements and are known as 'section 68 approvals'.

Section 68 activities for water supply, sewerage and stormwater work is as follows:

- 1. Carry out stormwater drainage work.
- 2. Carry out water supply work.
- 3. Draw water from a Council water supply or a standpipe (including selling of the water).
- 4. Install, alter, disconnect or remove a meter connected to a service pipe.
- 5. Carry out sewerage work.
- 6. Connect a private drain or sewer with a Council controlled public drain or sewer.

The information in this section is also applicable to application under a Complying Development Certificate (CDC).

C1.2 Application Process

The Application for Approval of an Activity is to be lodged.

The design plans should clearly show the location of the connection point within Council land where the connection details are to be prepared in accordance with Council's standard drawings or as required by Council.

Once the application and plans have been reviewed and all Council requirements and objectives have been met, an approval will be sent to the applicant.

There may be several amendments of plans required if these requirements and objectives are not met. The approval will also be outlining the conditions and site inspections which may need to be carried out by Council at key stages of the construction phase.

Separate approvals listed below may be required to be obtained prior to the commencement of construction works. This include:

- Road opening permit.
- Short term road closure.
- Road occupancy licence from Transport for NSW (if required)

C1.3 Fees and Charges

All associated fees are payable in accordance with Cumberland City Council's Schedule of Fees & Charges.

The application fee must be paid at the time of lodgement (prior to commencement of work). Any additional fees and charges will be payable prior to approval being granted and permit being issued.



C2. STREET DRAINAGE WORKS

C2.1 Definition

For the purpose of this policy, the following definition applies:

Any development that requires the extension of street drainage works towards the development site and/or connection to council's underground drainage system.

C2.2 Application Process

The Application for Assessment and Approval of Street Drainage / Public Domain Design Plans (works within road reserve) is to be lodged.

Drainage Plans are to be submitted along with the application. The requirements have been outlined within the subsequent section below.

Approval:

- Once the application and plans have been reviewed and all Council's requirements and objectives have been met, an approval will be sent to the applicant.
- Please note there may be several amendments of plans required if these requirements and objectives are not met.
- The approval will also be outlining the Conditions and Site inspections which may need to be carried out by Council Officers at key stages of the construction phase.

C2.3 Submission Requirements

Any proposed stormwater works within Council land are to be designed and the details are to be prepared in accordance with Council's standard drawings and generally in accordance with Austroads specifications and AR&R, or as required by councils works and infrastructure section.

The street drainage system shall be constructed under the kerb & gutter

Surface levels and Invert Levels of the pits and pipes are to be shown on the plans so that a minimum 500mm cover can be provided for the pipe.

Longitudinal sections for the stormwater works within Council controlled land are to be shown on the plans.

All necessary analysis/calculations and Hydraulic Grade Line (HGL) shall be provided.

Within flood affected areas, flood levels are to be obtained from Council and incorporated within the design.

A detailed service search shall be carried out to ensure all services within the area of proposed works are identified.

The depth and locations of these services shall be clearly shown on the longitudinal sections, with the minimum required clearance to the other services annotated on the plans.

Written approval/concurrence from affected service authorities for service adjustments are to be obtained and details are to be attached with design plans

Cast-insitu Pits are to be used (excluding the lintel), pre-cast pits will not be accepted by Council. Documents to be submitted at the end of completion: WAE plans, CCTV Footage, Compaction test results

Engineering Services Guideline Adopted: (TBC) Page 35



for back filling of trench.

C2.4 Fees and Charges

All associated fees are payable in accordance with Cumberland City Council's Schedule of Fees & Charges.

The application fee must be paid at the time of lodgement (prior to commencement of work). Any additional fees and charges will be payable prior to approval being granted and permit being issued.

C3. DRAINAGE AND WATER SENSITIVE URBAN DESIGN (WSUD)

C3.1 Requirement of WSUD

Water Sensitive Urban Design (WSUD) is a multidisciplinary approach for integrating land use and water management (water supply, stormwater and wastewater) planning, with the aim of minimising the impacts of urban development on the natural water cycle. This is achieved by optimising the use/re-use of grey water and rainwater falling on the urban area, while minimising the amount of water lost when it is transported away from the catchment and reducing the demand for potable water.

Council accepts MUSIC models to be submitted along with the MUSIC modelling report for WSUD. The MUSIC model should undertake modelling for both the pre-development and post development scenarios and the report should include the following:

- Input data sources;
- Meteorological template data adopted and analysis completed to select appropriate data;
- Description of the base scenario model development;
- Description of the developed and developed (treated) models;
- MUSIC modelling results.
- Lifecycle cost analysis; and
- Analysis of the MUSIC modelling results against the targets.

C4. FLOODPLAIN MODELLING

C4.1 Requirements for Floodplain Modelling

For large scale developments, or developments where hydraulic hazard circumstances warrant it, particularly where an existing catchment-based flood study is not available, a flood study using a fully dynamic one or two dimensional computer model will be required.

For smaller developments the existing flood study may be used if available and suitable (e.g. it contains sufficient local detail), or otherwise a model or estimation of flood analysis accepted in the current edition of Australian Rainfall will be required.

From this study, the following information shall be submitted in plan form:

- a) water surface contours;
- b) velocity vectors;
- c) velocity and depth product contours; and/or points
- d) delineation of flood risk precincts relevant to individual floodplains.

This information is required for the pre-developed and post-developed scenarios. Analysis shall be up to the 1%AEP flood event.

Consideration should also be given to any relevant planning controls, policies, and/or flood related studies from Council.



C5. CONSTRUCTION REQUIREMENTS

Prior to the commencement of any construction works within Council land the following approvals shall be required to be obtained from Council and other relevant authorities:

- o Road opening permit
- o Short term road closure.
- o Approval for private construction of vehicular crossings (public domain works)
- Road occupancy licence from Transport for NSW (if required)

Council will determine the necessary bonds and restoration fees required and advise applicants accordingly. All bonds and restoration fees shall be paid prior to issuing road opening approval.

This requirement also applies for approvals sought under Section 68 of the Local Government Act.

C6. FLOOD ADVICE

C6.1 Flood Advice Letter

Council's Flood Advice Letter (FAL) is a site specific advice letter informing applicants, residents, and/or developers on the level of flood affection within that area. The FAL informs what the 1% and PMF flood levels are and the associated flood risk based on Council's available flood studies and information.

FALs are predominately required to accompany all development proposals on site/properties identified to be affected by flooding within Council's available flood studies and information.

The Application for the flood advice letter is to be lodged to Council. Processing time is a maximum of 10 working days upon receipt of payment.

C6.2 Public Stormwater Drainage Diagram/Catchment Map

The Public Stormwater Drainage Diagram/Catchment Map is a map capturing the approximate location of public stormwater infrastructure and its associated catchment area based on the site topography regarding a specific region within the Cumberland LGA.

This information is required to assist professional engineers when preparing and reviewing stormwater designs and/or site specific flood studies for development that may impact the public drainage network.

The Application for the Public Stormwater Drainage Diagram/Catchment Map is to be lodged. Processing time is a maximum of 10 working days upon receipt of payment.

C6.3 Obtaining Flood Model Request

For large developments, designers may require a copy of Council's available flood model data to demonstrate compliance with relevant planning controls.

This information can be made available on a case-by-case basis. Please contact Council to obtain further information and requirements to obtain a copy of Council's flood model data.

In order to obtain flood model data for the catchments within the Cumberland LGA the applicant is to email the Stormwater/Floodplain sector and fill out the data disclaimer form.

This information will be provided via a 1TB hard drive which is to be provided by the applicant and is to be delivered to Council's Office.

There will be an associated fee charged of 2 hours of professional engineering time. All fees are to be

Engineering Services Guideline Adopted: (TBC) Page 37



paid, prior to receiving the flood model data.

C6.4. Fees and Charges

All associated fees are payable in accordance with Cumberland City Council's Schedule of Fees & Charges.

The application fee must be paid at the time of lodgement (prior to commencement of work). Any additional fees and charges will be payable prior to approval being granted and permit being issued.

Adopted: (TBC)



PART D: TRAFFIC AND TRANSPORT

D1. CUMBERLAND LOCAL TRAFFIC COMMITTEE (CTC)

D1.1 Objectives

The purpose of the Cumberland Local Traffic Committee (CTC) is to make recommendations and provide advice to Council on the technical aspects of proposals to regulate traffic on local roads within the Cumberland Local Government Area (LGA) prior to Council exercising its delegated authority. In making its recommendations and providing its advice, the Committee is to consider only the technical merits of a proposal and ensure that the proposal meets current technical guidelines.

The establishment of the CTC is regulated by Transport for the NSW under the Roads Act.

The operation of the CTC is governed by a Terms of Reference, which is available on Council's website: www.cumberland.nsw.gov.au

D1.2 Meeting Arrangements

CTC meetings are organised in two formats recognised by Transport for NSW: 'face to face' or electronic meetings. The meeting is led by the Chair of the CTC.

The typical meeting frequency of the CTC is outlined in the Terms of Reference. Extraordinary meetings of the CTC may be held as required, subject to the support of the Chair of the CTC.

D1.3 Notification Requirement

For matters under consideration by the CTC, notification requirements have been identified to ensure that consultation is undertaken prior to technical consideration of matters under the Committee.

The table below lists the notification and advertising requirements for traffic facility consideration by Cumberland Traffic Committee. This detail is in addition to other requirements (as applicable) that may be in the Cumberland Community Engagement Strategy or relevant planning controls.

Proposed Traffic Facility	Letters to Properties	Notice on Council's Website	Minimum Notification Period	Re-notification (if required)
Statutory 'No Stopping' restrictions (see 1)	Yes – affected and adjoining properties	No	14 days	14 days
'No Stopping' restrictions on road safety requirement	Yes – affected and adjoining properties	No	14 days	14 days
'No Parking' restrictions along a street	Yes – affected street(s)	No	14 days	14 days
Full Road closures	Yes – affected street(s)	Yes	28 days	14 days
Areawide consultation (see note 2)	Within 400m radius of the location or the whole	Yes	14 days	14 days

Engineering Services Guideline Adopted: (TBC) Page 39



Proposed Traffic Facility	Letters to Properties	Notice on Council's Website	Minimum Notification Period	Re-notification (if required)
	area under consideration			
Traffic and transport infrastructure (see note 3)	Yes – affected street(s)	Yes	14 days	14 days

Notes:

- 1. Statutory 'No Stopping' restrictions include 'No Stopping' zones in accordance with the Road Rules such as: 10m zones at intersections.
- 2. Area wide consultation includes proposed residential parking schemes and local area traffic and transport studies
- 3. Traffic and transport infrastructure includes speed humps, roundabouts, public transport infrastructure, and active transport infrastructure.

D2. TRAFFIC FACILITIES

D2.1 Roundabouts

Provision of the roundabout would significantly improve the traffic flow and Level of Service at an intersection particularly for the minor roads. Roundabout shall not be used to address driving behaviours such as fail to give way at an intersection or to improve sight distance.

The following factors shall be considered when assessing a roundabout at an intersection:

- Roundabouts work better when there is large amount of right turning traffic and balanced traffic flow at an intersection.
- At least 3 recorded accidents related to turning movements at the intersection in the last five years
- Provision for all 'general access' heavy vehicles to manoeuvre the roundabout shall be made.

Roundabouts shall be designed in accordance with the relevant guidelines and standards and Road Rules.

Reference:

AUSTROADS - Guide to Road Design– Par 4B: Roundabouts AUSTROADS - Guide to Traffic Management – Par 6: Intersections, Interchanges and Crossings RMS Austroads Guide Supplement for Part 4B: Roundabouts

D2.2 Traffic Calming Devices

There are many traffic calming methods / devices used to reduce traffic speeds in local streets and improve road safety. Some of these are:

- Speed humps both raised concrete threshold and rubber cushions These do not interfere
 with parking in the local street.
- Chicanes and angle slow points These will require extensive parking restrictions.
- Road narrowing These will require extensive parking restrictions.

The following factors shall be considered when assessing traffic calming devices:

- Traffic data
- Crash warrants in the last 5 years
- Road characteristics

Engineering Services Guideline Adopted: (TBC) Page 40



Community support & other factors

Any traffic calming device, whether an individual item or as part of a broader scheme, will require Local Traffic Committee consideration and Council approval.

Reference:

AUSTROADS - Guide to Traffic Management – Part 8: Local area Traffic Management RMS Austroads Guide Supplement for Part 8

Cumberland City Council – Local Area Traffic Management (LATM) Policy

D2.3 Traffic Signals

Traffic Signals are under the jurisdiction of Transport for NSW (TfNSW).

There are several factors that influence traffic signal provision namely, traffic volumes, traffic conflicts and accident statistics, pedestrian requirements, feasibility amongst others. Cost is also a major factor in consideration of traffic signals.

Council is required to plan, design and obtain TfNSW approval for any traffic signal on local road intersections.

Section 2 of the TfNSW Guide, 'Traffic Signal Design' provides general warrants for the installation of traffic signals at an intersection. These warrants are to be used as a guide and Council should consider each intersection in detail.

Reference:

Traffic signal design – RTA (now TfNSW)
AUSTROADS - Guide to Road Design – Part 4A: Unsignalised and Signalised Intersections
RMS Austroads Guide Supplement for Part 4A
Other TfNSW guides

D2.4 Signs and Line-Marking

Signs

Traffic signs are grouped into 3 categories;

- Regulatory signs
 - Parking series such as Period Parking or User limitation, No Parking, No Stopping, Bus/Mail/Taxi/Loading/Truck/Works Zone
 - Pedestrian related signs
 - Direction series such as One Way, Keep Left/Keep Right, No Entry/Left Turn/Right Turn
 - Movement signs such as Stop, Give Way
- Warning signs
- Guide signs

Regulatory signs require Cumberland Traffic Committee approval.

All standard signs used in NSW can be searched in the on-line 'Sign Register' provide by TfNSW.

This sign register covers the standard signs used in NSW for regulating, warning, informing and guiding road users.



Line Marking:

Line marking is a traffic control device to control traffic movements, defining lane changing and allowing for passing of vehicles.

Line marking on a pavement is grouped into longitudinal line marking, such as centre line marking and edge lines, and transverse line marking such as Stop lines, Give Way lines and marked pedestrian crossings.

'Delineation guidelines' provides warrants for the provision of different types of line marking.

Line markings require Cumberland Traffic Committee approval.

Reference:

Australian Standard AS1742 - Manual of uniform traffic control devices Delineation Guidelines – RTA (now TfNSW)
Road sign register

D2.5 Parking Restrictions

Timed or Restricted Parking

Council may introduce parking changes on safety and/or access grounds. These changes may include 'No Stopping' and 'No Parking', 'Bus Zone', 'Loading Zone' and 'Works Zone' signs and time limited and period parking restrictions. These are generally provided in on-street parking or publicly available parking areas.

For the introduction of parking changes, such as time-limited (1P, 2P), 'No Parking' or 'No Stopping' parking restrictions along a length of road, community support is required to be demonstrated before a review of the parking restrictions can be considered unless considered necessary based on safety.

All changes to on-street parking requires Cumberland Traffic Committee approval.

Driveways:

Cars parking on both sides of driveways is a typical situation throughout the local government area. Council does not normally provide parking restrictions across driveways, as parked cars are mostly considered to be a temporary obstruction and it is generally possible to achieve sight lines by manoeuvring a vehicle to use gaps in parking.

However, parking restrictions across car park driveways servicing large number of parking spaces can be considered based on individual merits.

Accessible (Disabled) Parking

Council provides accessible parking within town centres where road widths permit. The number of accessible parking provided will be determined by the available parking in the area and community use requirements.

Accessible parking spaces will only be considered in town centres and off-street car parking areas.

Accessible parking will not be provided in residential areas.

Provide accessible parking, which is physically accessible and safe to use.

Accessible parking should be provided, where practical, in angled parking as a preference to parallel parking spaces to enhance safety and accessibility.

Engineering Services Guideline Adopted: (TBC) Page 42



Parallel accessible parking spaces in Town centres should be indented to achieve the desired width.

Time restrictions may be applied to accessible parking spaces.

Vehicles displaying an accessible parking permit can remain in time restricted on-street parking spaces for double the posted time in accordance with Road Rules.

Accessible parking is provided in accordance with Australian Standards AS2890, Part 6.

The provision of all types of on-street parking requires Cumberland Traffic Committee approval.

Reference:

AUSTROADS - Guide to Traffic Management – Part 11: Parking RMS Austroads Guide Supplement for Part 11
AS2890 – Parking Facilities –
2890.1 Off-street car parking
2890.2 Off-street commercial vehicle facilities
2890.3 Bicycle parking facilities
2890.5 On-street parking
2890.6 Off-street parking for people with disabilities*

D2.6 Pedestrian Facilities

Council provides pedestrian facilities to assist people to cross streets based on an as needs basis. This is based on the following factors:

- There shall be only single lane of traffic in each direction.
- Number of pedestrians (P) crossing at the location (during number of hourly periods in a typical day as required)
- Number of vehicles (V) on the road (during number of hourly periods in a typical day as required).
- Suitability of the location
- Speed of traffic
- Any other factors influencing safety of pedestrians.

The installation of pedestrian facilities requires the approval of CTC and Council.

Children's Crossings

Children's crossings are part-time crossings that operate before and after school hours. Aside from these times, the area is not a pedestrian crossing. When in use, red flags displaying the words 'CHILDREN CROSSING' are used. Drivers must slow down and halt before the stop line when a pedestrian is on the crossing or waiting to cross – and remain stopped until all pedestrians leave the crossing.

Pedestrian Crossings (Zebra Crossings)

Drivers must slow down and stop when a pedestrian steps onto a marked crossing. Drivers must give way to any pedestrian on the crossing. Crossings with poor visibility have zigzag white lines painted on the road to warn drivers. Some drivers may not stop for pedestrians, so wait until all vehicles have stopped before you start to cross.

Some pedestrian crossings (zebra) are combined with children's crossing installation. In these instances, children's crossing rules apply when the flags are displayed and when the flags are removed, pedestrian crossing rules apply.

Engineering Services Guideline Adopted: (TBC) Page 43



Raised Pedestrian Crossings

Raised pedestrian crossings are located where there are high levels of pedestrian activity. They are raised to increase visibility for approaching drivers and slow down traffic.

Crossing at Traffic Signals

Traffic signals for pedestrians are often located on busy roads to stop vehicles and allow large numbers of people on foot to cross safely. Scramble crossings stop all vehicles and permit pedestrians to walk in all directions. Traffic signals for pedestrians are also installed at some mid-block locations where there are many people (young, older or pedestrians with disabilities) wishing to cross the road.

Pedestrian Traffic Signals

Many traffic lights have pedestrian signals to help you cross the road safely. When approaching traffic lights, pedestrians must not start to cross on the flashing red don't walk signal. Pedestrians must wait for the green signal before starting to cross.

Mid-block Pedestrian Signals

Mid-block pedestrian signals are provided where there is high demand for pedestrians and the required warrants as specified in the Traffic Signal Design guidelines are satisfied.

Pelican Crossings

The signals for pedestrians at pelican crossings are the same as those at normal mid-block pedestrian signals. However, when the DON'T WALK pedestrian symbol flashes, drivers see a flashing yellow light. If there is no risk of a collision, drivers may proceed through the crossing.

Pedestrian Refuge Islands

Pedestrian refuge islands are not pedestrian crossings; they are installed on busy or wide roads to help pedestrians cross in two stages. Sometimes they are used with a pedestrian crossing when a staged crossing is required.

All traffic signals are under the jurisdiction of Transport for NSW.

Reference:

Australian Standard AS 1742 Part 10 – Manual of Uniform Traffic Control devices – Part 10: Pedestrian control and protection RMS Supplement to AS1742 TDT 2011/01a – Pedestrian refuges

D2.7 Guard Rails and Other Protective Measures

Safety barriers including guard rails are provided to prevent any vehicle from losing control and injuring people standing on the roadside, to redirect an impacting vehicle and keep costs of damage to the vehicle and also the barrier to a minimum.

Reference:

AUSTROADS - Guide to Traffic Management – Par 6: Roadside Design, Safety and Barriers RMS Austroads Guide Supplement for Part 6 Standard Drawings

Engineering Services Guideline Adopted: (TBC) Page 44



D3. TRAFFIC STATUTORY REQUIREMENTS

Statutory parking restrictions are given in Road Rules 2014 in the NSW Legislation.

Some of the main restrictions are given below:

Intersections

- A driver must not stop on a road within 10 metres from the nearest point of an intersecting road at an intersection without traffic lights unless it is signposted otherwise.
- A driver must not stop on a road within 20 metres from the nearest point of an intersecting road at an intersection with traffic lights unless it is signposted otherwise.

Pedestrian crossings

- A driver must not stop on a children's crossing, or on the road within 20 metres before the crossing and 10 metres after the crossing unless it is signposted otherwise.
- A driver must not stop on a pedestrian crossing including marked foot crossing that is not at an intersection, or on the road within 20 metres before the crossing and 10 metres after the crossing, unless it is signposted otherwise.

The above 20m/10m rule applies to pedestrian refuges also.

Part 12 of Road Rules 2014 deals with the statutory requirements of stopping at various parking zones such as Bus Zone, Works zone, Truck Zone, Taxi Zone, and Mail Zone.

It also details the requirements for restricted stopping at bus stops (not signposted as Bus Zones), fire hydrants, and post box.

Reference:

Road Rules 2014 Austroads Guides Australian Standards RMS Supplements

D4. PUBLIC TRANSPORT

D4.1 Requirements for Public Transport

Public transport services and infrastructure are provided in Cumberland LGA. Improvements, modifications or changes may be required in response to customer demand, population growth, as well as alignment with strategies, policies, plans, and projects.

Considerations of public transport are to be informed by relevant studies, strategies and plans, applicable planning controls and any other relevant guidelines, standards and drawings.

Reference:

Transport for NSW- Bus Infrastructure Guide

Australian Human Rights Commission - Guideline for promoting compliance of bus stops with the Disability Standards for Accessible Public Transport 2002

TfNSW Bus Layover Guideline

TfNSW Integrated Public Transport Service Planning Guidelines

Relevant Planning Controls

Relevant Public Infrastructure Plans

Relevant Standard Drawings

Engineering Services Guideline Adopted: (TBC) Page 45



NSW Movement and Place Framework

D5. WALKING AND CYCLING

Active transport services and infrastructure are provided in Cumberland LGA. Improvements, modifications or changes may be required in response to customer demand, population growth, as well as alignment with strategies, policies, plans, and projects.

Considerations of active transport are to be informed by relevant studies, strategies and plans, applicable planning controls and any other relevant guidelines, standards and drawings.

Reference

RMS - How to prepare a Pedestrian Access and Mobility Plan

Austroads Guide to Road Design

RMS Complementary Traffic Materials

RMS Austroads Traffic Supplements

RMS Australian Standards Traffic Supplements

Australian Standards for kerb ramps, tactile markers to suits with people with disabilities.

Transport for NSW - Transport Cycleway Design Toolbox

Transport for NSW Walking Space Guide

NSW Movement and Place Framework

NSW Public Spaces Charter

Relevant Planning Controls

Relevant Public Domain Plans

Relevant Standard Drawings

D6. ROAD SAFETY AUDIT

A road safety audit is a formal examination of a proposed road / traffic projects or an existing road to identify road safety deficiencies and areas of risk that could lead to road crashes.

The Audit shall be undertaken by an independent and qualified team, and consider information as outlined in relevant studies, guidelines, and standards.

Reference:

AUSTROADS – Guide to Road Safety Other AUSTROADS guides Relevant Australian Standards

D7. FILMING

D7.1 Requirements for Filming

Council approves filming applications in the LGA within the road reserve or Council owned properties.

A person may lodge a filming proposal with the Council (such as a film, a documentary, an advertisement, a television program or a specified set of television programs) for a filming project under Section 115 of the Local Government Act 1993 (as amended).

A filming proposal cannot be lodged for more than one filming project on the same application. Where the same company has several proposals, these must form separate applications.

Filming applications on road reserve will be assessed based on interruptions to the community and traffic.

Engineering Services Guideline Adopted: (TBC) Page 46



The filming application is assessed in accordance with the NSW filming protocol. Based on the protocol, fees do not apply to essential vehicles parking.

A Traffic Management Plan/Traffic Control Plan is required if the applicant is planning to occupy/close part of the road for filming. Fees will be charged based on Council's Fees and Charges Schedule.

Vehicles associated with the filming activity are allowed to park on the road in accordance with the Road Rules, however, any barricading or reserving of parking for non-essential vehicles will require a road occupancy approval with appropriate fees.

Full road closure is generally not supported due to the significant impact on the local traffic and residents. Also, full road closures require Cumberland Traffic Committee and Council approval which may take up to 3 – 6 months.

The applicant must consult with the residents who will be directly impacted by the filming activities/change of traffic conditions prior to the commencement of the filming.

Complaints from residents associated with the filming activities shall be addressed by the applicant.

D8. ROAD CLOSURE FOR EVENTS AND OTHER ACTIVITIES

D8.1 Requirements for Road Closure for Events and Other Activities

Temporary full road closures not effected by Council's road works should be reported to Cumberland Traffic Committee (CTC) and approved by Council in accordance with the CTC Terms of Reference.

In accordance with the CTC delegation to Councils, a Traffic Management Plan (TMP) shall be approved by Transport for NSW. Any special event activity will also require submission of the Special Events Form.

Full road closures require traffic committee and Council approval which may take up to 3 – 6 months in addition to obtaining approval of a Traffic Management Plan from Transport for NSW which may take up to 6 months.

Reference:

TfNSW - Guide to Traffic and Transport Management for Special Events – July 2018 TfNSW - Neighbourhood Activity Guidelines – Road Access Permits and Temporary Road Closures

D9. RESIDENTIAL PARKING SCHEME

D9.1 Definition

A Residential Parking Scheme aims to allow unrestricted on-street parking for residents and provides time restricted on-street parking for other users.

D9.2 Eligibility

The application of a Residential Parking Scheme is as follows:

- If you live within the Residential Parking Scheme area, you are eligible to apply for a parking permit with appropriate supporting documents such as, proof of residency and vehicle registration details.
- Parking permits are not available for boats, caravans, buses, trucks and/or vehicles greater than
 4.5 tonnes unladen.
- Parking permits DO NOT provide exemptions from limits and parking fees in locations that are not part of the nominated RPS area or from other restrictions including, but not limited to, 'NO Engineering Services Guideline Adopted: (TBC)



STOPPING', 'NO PARKING', 'LOADING ZONE', 'TRUCK ZONE', 'WORKS ZONE', 'BUS ZONE', 'BUS LANES', or 'CLEARWAY'.

- A maximum of two permits per household, subject to availability of off-street parking and onstreet parking, will be issued. Residents of high-density residential buildings constructed after the approval of the scheme are not eligible for a parking permit.
- Resident Parking permits are not available for visitors, retailers, or business owners.

Presently there are six (6) Residential Parking Schemes managed by the Council in the Cumberland LGA, and are in sections of the following locations:

- Auburn Susan Street
- Clyde
- Granville
- Pendle Hill
- South Wentworthville
- Westmead

D9.3 Residential Parking Permit

Residential Parking Permits issued to residents are valid only for the financial year of the issue and expire on 30 June irrespective of the issuing date.

Council will send reminders to all current permit holders to renew their existing permits. It should be noted that the expiry date of the parking permits are also printed on the permits.

The renewal application shall have copies of all relevant documents with appropriate fees in accordance with Council's approved Fees and Charges.

D9.4 Provision of New Residential Parking Scheme

Council may choose to investigate the provision of a new Residential Parking Scheme within the Cumberland LGA. This investigation is undertaken with consideration of the following factors:

- Residents have difficulty parking near their residence.
- Residents have no on-site parking or limited on-site parking
- Place of residence could not be reasonably modified to provide on-site parking

The provision of a new residential parking scheme would also need to be consistent with Transport for NSW's guidance on the matter, as well as relevant policies of Council.

The introduction of a Residential Parking Scheme requires the approval of CTC and Council.

Reference:

Cumberland City Council Permit Parking Policy

D10. HEAVY VEHICLE ACCESS

D10.1 Requirements for Heavy Vehicle Access

General

Some roads within the Cumberland Local Government Area have light traffic signage. 'No Trucks' signs or limiting mass limit signs are to prevent trucks / large vehicles taking shortcut or 'rat runs' through local roads affecting the amenity of local residents.

In accordance with Rule 104 of Road Rules, there are exemptions to a driver of a heavy vehicle if the destination of the driver lies within the light traffic area of the street.

Engineering Services Guideline Adopted: (TBC) Page 48



Heavy Vehicle National Law (HVNL)

The Heavy Vehicle National Law (HVNL) was first introduced in Queensland and subsequently to all other states which adopted the legislation except Western Australia. The NSW Government has passed Heavy Vehicle National Law (NSW) No 42a and Heavy Vehicle (Mass, Dimension and Loading) National Regulation (NSW) for approval of heavy vehicle access.

The Heavy Vehicle National Law (HVNL) commenced in NSW on 10 February 2014.

The National Heavy Vehicle Regulator (NHVR) was established to enforce the HVNL. The NHVR assumes responsibility for processing access permits and notices for all vehicles above 4.5 tonne gross mass (defined as heavy vehicle under the Road Rules). The NHVR receives requests for heavy vehicle access and forwards to relevant road authorities. The NHVR may only grant permits if it is satisfied that the use of heavy vehicles under the authority will not pose a significant risk to public safety and each relevant road authority has consented to the grant.

Under the requirements of HVNL, requests for access into local and regional roads are assessed by the Council as the road authority.

General Access Vehicles

All small vehicles, heavy vehicles up to 12.5m and 19m semi-trailers are considered 'General Access Vehicles' and can freely access any road which is not a load limited road.

B-Double Vehicles

B-Double (23m & 25/26m) and 4.6m high vehicles which are classified as Class 2 heavy vehicles do not have general access on all roads. These vehicles can only use designated routes. The routes are approved for three (3) years period, and thereafter are extended further unless revoked. The B-Double and 4.6m high vehicle access applications are determined in the same manner as for the other heavy vehicle applications under the HVNL. Council's current internal practice is to consider these applications through the Cumberland Traffic Committee.

Cumberland Local Traffic Committee considers B-double access requests on manoeuvrability, safety of road users and amenity of residents along the route. In some instances, Council also arranges a field trial to assess the vehicle on site prior to reporting to the traffic committee. At these field trials, Council invites the Police representative and NHVR or TfNSW representative to be present as observers.

B-double approved routes are shown in the NHVR Route Planner map.

Performance Based Standards (PBS) Vehicles

PBS vehicles are designed to have a high level of performance and meet strict safety and infrastructure standards to ensure they are suited to the road network. The benefit of the PBS scheme is greater vehicle safety, increased freight productivity and fewer impacts on road infrastructure.

PBS vehicle applications are submitted through the NHVR and forwarded to Council for approval into Council roads.

Higher Mass Limits

Local roads represent a major part of the road network and are necessary to support the distribution of goods and produce throughout the economy.

Higher Mass Limits (HML) allow particular heavy vehicles to access additional mass entitlements providing operators of vehicles or combinations running HML are accredited under the Mass Management Module of the National Heavy Vehicle Accreditation Scheme (NHVAS), vehicles are fitted with certified road friendly suspensions and vehicles are on an authorised HML route.

HML provides a significant increase in the productivity of road freight transport vehicles.

HML access in New South Wales is only available by obtaining a HML permit from the NHVR.

Engineering Services Guideline Adopted: (TBC) Page 49



The access request for HML applications are assessed by Council. Each application is considered on merit against a broad range of factors such as community impacts, traffic volumes, network access and the respective road pavement conditions prior to reporting to Council for approval.

Any approval of heavy vehicles on local roads could be revoked any time if the vehicles are deemed to cause pavement damage or safety or amenity concerns.

Over Size/Over Mass (OSOM) Vehicles

One off trips by OSOM vehicles are approved via NHVR portal as these transport large loads such as tower cranes to development sites or other sites, such as transporting rails to Sydney Trains work sites. These OSOM vehicles travel under specified conditions such as at night, and/or with pilot vehicles.

D11. DRIVEWAY LINE MARKING

D11.1 Requirements of Driveway Line Marking

Council provides driveway line marking on road pavement to manage illegal blocking of driveways within the Cumberland Local Government Area (LGA). This will be undertaken with consideration of the following factors:

- Road width
- Availability of kerbside parking
- Existing parking restrictions adjacent to the driveway
- Other factors affecting safety of road users.

Council will assess the merits of each application based on several factors including road widths and available parking. A fee in accordance with Council's approved Fees and Charges Schedule shall be paid with the application.

D12. SAFETY, SPEED AND RED LIGHT CAMERAS

D12.1 Requirements for Safety, Speed and Red Light Cameras

Council receives requests for the installation of safety speed and red-light cameras on local roads from residents.

Transport for NSW is responsible for assessing the need for safety and red-light cameras in NSW.

Residents can nominate sites for safety cameras (speed and red light) on the 'Safe Roads NSW' web site at the link;

https://www.saferroadsnsw.com.au/

Transport for NSW will prioritise future locations for speed cameras based on the information provided on the nomination, crashes at the location/street and other road safety aspects.

D13. SIGNAGE AND WAYFINDING

D13.1 Community Facility Name Signs

Community facility name signs are provided to advise road users of the direction to these facilities. These community facilities are generally not-for profit or non-commercial and located on side streets.

The community facility direction signs are provided on street name signposts and the number of facilities provided with direction signs is limited, hence, approval of community facility name signs should be restricted to facilities which are likely to be those sought by a significant number of strangers to a district.

Engineering Services Guideline Adopted: (TBC) Page 50



A fee has to be paid in accordance with Council's 'Fees and Charges' for the procurement and installation of the sign(s) if approved.

Further guidelines are provided in the Australian Standard (AS1742 Part 5) for the consideration of community facility signs.

Reference:

Australian Standards AS 1742 Part 5 – Manual of Uniform traffic control devices – Part 5: Street name and community facility signs.

D13.2 OTHER SIGNAGE AND WAYFINDING

There are a range of other signage and wayfinding that may be used by Council or are required to be provided as part of a development consent or infrastructure project. Some examples include pedestrian way finding and bus stops.

The provision of signage and wayfinding is to be considered with relevant legislations, policies, standards, and guidelines.

Adopted: (TBC)

Reference:

TfNSW – Wayfinding Guidelines and Standards Geographical Names Board of NSW Relevant Planning Controls Relevant Public Domain Plans Council Signage Guidelines



PART E: STANDARD DRAWINGS

A range of standard drawings are available from Council to provide guidance on the topics covered under this guideline. It is recommended that contact is made with Council when preparing engineering drawings to ensure that any additional requirements are captured.

The list of standard drawings provided are outlined in the table below;

Drawing Number	Descriptions
SD 8010	Standard Grated Gully Pit with Precast Concrete
	Kerb inlet and "Bicycle Safe" Grates
SD 8011	Standard Multi-Grated Sag Pit
SD 8012	Junction Pit
SD 8013	Lobster and Lobster Back Bends Typical Set out
	and Ordering Requirements
SD 8014	Surcharge Pit, Inlet Pit and Step Iron
SD 8015	Standard Saddle Type Gully Pit Details
SD 8016	Standard Multi Grated Pit at Vehicular Crossing
SD 8017	Concrete Bulkheads
SD 8018	Minor Drainage Details
SD 8019	Concrete Headwalls for Double Pipe Culverts
SD 8020	Concrete Headwalls for Single Pipe Culverts
SD 8021	Rock Mattress Outlet Protection for Pipe
	Culverts
SD 8022	Trash and Safety Barrier for Open Culverts
SD 8023	Subsoil Drains
SD 8024	Standard Floodway Warning Sign
SD 8025	Fence Modifications to Permit Overland
	Stormwater Flow
SD 8026	Standard Gully Pit Details
SD 8100	Concrete Kerb & Gutter, Laybacks, Foot Paving,
	Mountable Kerb & Dish Crossing
SD 8101	Concrete Kerb Ramps
SD 8102	Concrete Vehicular Crossing
SD 8102	Concrete Vehicular Crossing – Revision 1
SD 8103	Standard Cycleway, Footway Crossing and
	Concrete Cycleway Paving
SD 8104	Kerbs and Gutters
SD 8105	Roof Water Outlet Connection
SD 8108	Pedestrian Pathway Barrier
SD 8109	Cycleway Barrier
SD 8110	Medium Duty Vehicular Crossing Using Paving
	Units
SD 8111	Typical Arrangement of Threshold Pavements
	and Intersections
SD 8112	Pathway Steps
SD 8113	Accessway Details
SD 8114	Standard Indented Bus Bay
SD 8115	Speed Hump Standard for Car Parks
SD 8116	Raised Concrete Threshold
SD 8118	Rock Retaining Wall
SD 8302	Sediment Control Structures
	Construction Traffic "Shake Down"
SD 8303	Sediment Control Structures

Engineering Services Guideline

Adopted: (TBC) Page 52



Drawing Number	Descriptions
	Filtration Controls to Surface Inlet Pits
SD 8304	Sediment Control Structures
	Siltation Protection to Gully Pits
SD 8304	Siltation Protection to Gully Pits
SD 8305	Sediment Control Structures
	Block and Rock Drop Inlet Sediment Trap and
	Culvert Sediment Trap
SD 8306	Sediment Control Structures
	Level Spreader, Diversion Bank and Channel
	and Rock Check Dam
SD 8307	Sediment Control Structures
	Sedimentation Basin Features
SD 8400	Standard Swing Gate
SD 8400B	Standard Swing Gate
SD 8500	"V" Grated Pit – Type 2
DWG-003	Standard Drawing Temporary Restoration

Adopted: (TBC)

DOCUMENTS ASSOCIATED WITH REPORT C04/24-499

Attachment 3
Engineering Services
Engagement Report





Evaluation Report

Draft Engineering Services Policy and Guideline 2023

Ivana Stojanovic
Community Engagement Officer







Contents

Executive Summary	3
Methodology	4
Have Your Say	
Online engagement	5
Project Level of Engagement	
Key Document Downloads	5
Electronic Direct Mail	6
Email	6
Cumberland Conversations Podcast	6
What we heard	7
Conclusion	7







EVALUTATION REPORT



Executive Summary

Cumberland City Council sought feedback for the Draft Engineering Services Policy 2023 and the Draft Engineering Services Guideline 2023.



Council, through all channels, collected a total of 1 response during the consultation period.



All feedback came through online submissions.



Overall, the feedback was positive with a few amendments suggested.







Methodology

Have Your Say

Council's community engagement team created a landing page specifically for the Draft

Engineering Services Policy and Guideline 2023 on Council's community engagement platform –

Cumberland Conversations – as the main point of information for the community. The Have

Your Say page was made available thought the whole consultation period and was linked in all collateral published to the community. The project page included:

- Summary of the information;
- Key dates;
- Key documents; and
- How to submit feedback.

Data Collection Period

The Draft Engineering Services Policy and Guideline 2023 was open for community consultation from Monday 19 June 2023 to Monday 17 July 2023.

Engagement at a glance

Key statistics from the page can be found below:

Total Page	Total Document	Aware	Informed	Engaged
Views	Downloads	Stakeholders	Stakeholders	Stakeholders
302	116	132	52	1



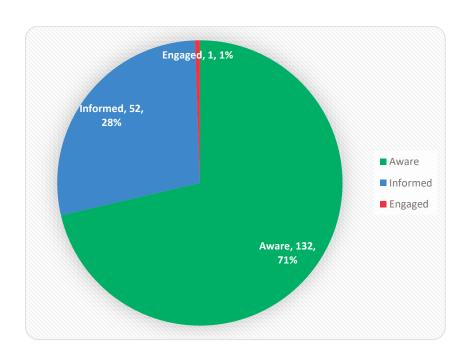




Online engagement

An online survey was available on the Have Your Say platform from Monday 19 June 2023 to Monday 17 July 2023.

Project Level of Engagement



Key Document Downloads

Key Documents	Number of Downloads
Draft Engineering Services Policy 2023	48
Draft Engineering Services Guideline 2023	68
Total	116









Engineering Services Policy

Council is giving notification of the exhibition of the Draft Engineerings Services Policy 2023 and the Draft Engineering Services Guidelines 2023.

These policies inform all stakeholders on Council's requirements to deliver best practice engineering solutions and safety for the benefit of the Cumberland community.

For more information and to provide feedback, see the <u>Have Your Say site</u>.

Submissions close <u>Monday 17 July 2023.</u>

Electronic Direct Mail

The Draft Engineering Services Policy and Guideline 2023 was included in the July 2023 Have Your Say Monthly Newsletter, which was sent via a direct email to registered users. This notified them of the exhibition period and provided link redirecting to the HYS project page and include:

- Summary of information;
- The project exhibition period; and
- How to lodge a submission.

Email

Council has written to stakeholders seeking their views on the Draft Engineering Services Policy and Draft Engineering Services Guidelines.

Cumberland Conversations Podcast

Draft Engineering Services Policy and Guideline 2023 was included as part of the June episode of the Cumberland Conversation podcast:

• Included in the projects open for comment section in the June 2023 episode.







What we heard

One submission was received through the online community engagement portal. None of the submissions opposed the proposal.

- Suggestions to amend Principle C of the Engineering Services Policy 2023 from "Support traffic and transport requirements to meet the needs of the Cumberland community" to clearly include "traffic, public and private transport, active transport and pedestrian requirements".
- Concerns about how to enforce the Engineering Services Policy for private builders and developers.

Conclusion

Detailed reports with full submissions will be provided to the Engineering Services team.

Terminology

- Aware: Number of unique visitors who have viewed the project page, minus any visitors who have undertaken any
 activity eg: downloaded a document, viewed a video, completed a survey etc.
- Informed: Any unique visitor who has viewed a latest news item, viewed a document, viewed a video, viewed a FAQ
 minus any user that has engaged eg: done a poll, survey, ideas wall, interactive mapping, interactive document,
 forum.
- Engaged: Any unique visitor who has done a poll, survey, ideas wall, interactive mapping, interactive document, forum.

END OF REPORT.



Item No: C04/24-500

REVIEW OF PROPERTY POLICIES

Directorate: Governance and Risk

Responsible Officer: Director Governance and Risk

Community Strategic Plan Goal: Enhancing the Natural and Built Environment

SUMMARY

This report presents the *Draft Goods on Display Policy*, *Draft Outdoor Dining Policy*, *Draft Large Display Advertising Policy* and *Draft Dividing Fences Hardship Policy*, following a period of mandatory policy review. The majority of changes recommended to the Policies are minor in nature and include updates to legislation and the inclusion of definitions within legislation. It is recommended that the Draft Policies be placed on public exhibition for consultation with the community.

RECOMMENDATION

That Council place the *Draft Goods on Display Policy*, *Draft Outdoor Dining Policy*, *Draft Large Display Advertising Policy* and *Draft Dividing Fences Hardship Policy* on public exhibition for a period of 28 days, and subsequently adopt the documents if no adverse submissions are received.

REPORT

Background

Council's currently adopted Property Policies continue to remain in force until superseded, however as a matter of good governance and policy management, they are now due for review. The majority of changes recommended to the Policies are minor in nature and include updates to legislation and the inclusion of definitions within legislation to provide transparency to the community and ensure consistent policy management. The Draft Policies were reported to the Property Committee meetings held in August and October 2023 respectively, and subsequently formed part of the Council business papers following those meetings for the visibility of Council.

Draft Goods on Display Policy

Council actively supports local businesses promoting trade by displaying goods on Council footpaths within the local government area. Whilst Council actively supports local businesses, it is imperative that adequate controls are maintained at all times for the safety of the community. The Policy is supported by the *Goods on Display Guidelines*, which provide the operative details for the Policy. For transparency, the Guidelines have been attached to this report.

The updated *Draft Goods on Display Policy* and *Draft Goods on Display Guidelines* provide business operators with a clear guide as to the requirements to assist with



submitting an application. The Policy and Guidelines also provide clear guidance to Council compliance regulators as to the approved goods on display area and the display items which have been approved.

The Policy and Guidelines have been updated to ensure that the documents are clear, concise, and easy to read for business operators. Changes to the Policy include updates to the definitions and legislation requirements, including the new *Cumberland Development Control Plan (DCP) 2021* which came into effect on 5 November 2021.

The *Draft Goods on Display Policy* and *Draft Goods on Display Guidelines* were presented to Council's Property Committee on 28 August 2023.

Draft Outdoor Dining Policy

Council supports and encourages footway dining on footpaths as a means of creating a vibrant community, activating commercial town centres, and stimulating local economies and opportunities for local restaurants and cafes by allowing seating for outdoor dining.

The updated *Draft Outdoor Dining Policy* provides business operators with a clear guide as to the requirements to assist with submitting an application. It also provides clear guidance to Council compliance regulators as to the approved outdoor dining area. The Policy is supported by the *Outdoor Dining Guidelines*, which provide the operative details for the Policy. For transparency, the Guidelines have been attached to this report.

The Policy and Guidelines have been updated to ensure that the documents are clear, concise and easy to read for business operators wishing to apply. Changes to the Policy include updates to the definitions, legislation requirements which includes the new Cumberland Development Control Plan (DCP) 2021, which came into effect on 5 November 2021.

The *Draft Outdoor Dining Policy* and *Draft Outdoor Dining Guidelines* were presented to Council's Property Committee on 28 August 2023.

Draft Large Display Advertising Policy

The *Draft Large Display Advertising Policy* sets out the basis upon which arrangements for the provision of public benefits to Council's satisfaction may be achieved where a large display advertising structure is proposed to be erected over private or Council land under established criteria across the local government area.

The Policy has been reviewed by internal stakeholders and updated, with the main changes proposed include providing a detailed definitions section which accords with legislation, along with updated legislative references as the previous *State Environmental Planning Policy No. 64 – Advertising and Signage* (SEPP64) is no longer in force.

In reviewing the existing public benefit amounts listed for signage over private land, the amounts were deemed appropriate given current economic and market factors and are recommended to continue as outlined in the Policy.



The *Draft Large Display Advertising Policy* was presented to Council's Property Committee on 23 October 2023.

Draft Dividing Fences Hardship Policy

The *Dividing Fences Act 1991* (the Act) provides the legislative framework for dealing with matters regarding dividing fences between adjoining owners/neighbours.

Pursuant to Section 25 of the *Dividing Fences Act 1991*, Council is explicitly excluded from contributing towards the cost of dividing fences where they abut a "Public Reserve, Park or such other public purpose" under the Act. This also includes a Public Road where Council is the delegated roads authority.

Despite the exemptions provided under the Act, the *Draft Dividing Fences Hardship Policy* establishes a framework for Council to provide financial assistance to residents experiencing financial hardship.

The *Draft Dividing Fences Hardship Policy* has been reviewed, with the proposed changes including amendments to provide additional clarity and transparency, with the introduction of more detailed definitions and eligibility requirements, which align with the *Council Development Control Plan (DCP) 2021* and section 4 of the *Dividing Fences Act 1991*.

Further, the Policy seeks to limit applications to residential dwellings only, and also increase the previous cap from \$1,000 to \$1,250 for fencing work under 50 lineal metres due to an increase in fencing material and construction costs.

The *Draft Dividing Fences Hardship Policy* was presented to Council's Property Committee on 23 October 2023.

COMMUNITY ENGAGEMENT

The Draft Goods on Display Policy, Draft Outdoor Dining Policy, Draft Large Display Advertising Policy and Draft Dividing Fences Hardship Policy will be placed on public exhibition for a period of 28 days, to enable the community to have an opportunity for input. Should no adverse submissions be received, the documents will be adopted.

POLICY IMPLICATIONS

There are no risk implications for Council associated with this report. The mandatory review of policies is a good governance and good policy management practice.

RISK IMPLICATIONS

There are no risk implications for Council associated with this report. The practice of regular Policy review ensures that Council's operations are underpinned by good governance arrangements.

FINANCIAL IMPLICATIONS

There is the potential for a minor cost increase with respect to the increase in financial contributions to any approved dividing fences hardship application. This is budgeted



as part of the operational budget for the Property Transactions team. Otherwise, there are no material financial implications to Council as a result of the Policy reviews.

CONCLUSION

The *Draft Goods on Display Policy*, *Draft Outdoor Dining Policy*, *Draft Large Display Advertising Policy* and *Draft Dividing Fences Hardship Policy* have been reviewed and updated for improved clarity and to ensure the documents are consistent with current legislation, and economic and market factors. It is recommended that the Draft Policies be placed on public exhibition, with a further report to be provided to Council should any adverse submissions be received during the consultation process.

ATTACHMENTS

- 1. Draft Goods on Display Policy J.
- 2. Draft Goods on Display Guidelines &
- 3. Draft Outdoor Dining Policy 4
- 4. Draft Outdoor Dining Guidelines 4.
- 5. Draft Large Display Advertising Policy J.
- 6. Draft Dividing Fences Hardship Policy J.

DOCUMENTS ASSOCIATED WITH REPORT C04/24-500

Attachment 1 Draft Goods on Display Policy





Goods on Display Policy

AUTHORISATION & VERSION CONTROL

Policy Number	POL-055
Policy Owner	Director Governance & Risk
Date Adopted	16 December 2020
Version No	1
Document ID Number:	8661185
Review Date	December 2022

C04/24-500 – Attachment 1 Page 497



PURPOSE POLICY STATEMENT

This Policy outlines Council's better practice Council supports and encourages design guidelines and planning controls to assist in establishing the display of goods on footpaths. Whilst Council actively supports local businesses, it is imperative that adequate controls are maintained at all times for the safety of the community. This implementation of this Policy is detailed in the Goods on Display Guidelines.

SCOPE

This Policy applies to the business use of all land within the Cumberland LGA covered that is affected by the *Roads Act 1993* and/or is owned or controlled managed by Council, where a proponent wishes to place goods on or over Council land. Council will apply this policy to ensure the appropriate establishment of businesses displaying goods in Cumberland's commercial centres, which comply with the relevant legislation, and make a positive contribution to these centres and promote trade, and sets out the conditions under which Council will issue approvals for Goods on Display in public areas.

Council is authorised to issue approvals for Goods on Display under section 125 of the Roads Act, where a proponent wishes to place goods on or over Council land which are located immediately adjacent to the business operators shop front, which comply with the relevant legislation, and make a positive contribution to these town centres and promote trade.

In determining the appropriateness of whether a location is suitable for Goods on Display, Council will assess each application against this Policy, and the criteria and requirements detailed in Council's Goods on Display Guidelines.

PRINCIPLES OBJECTIVES

Goods displayed on Council land will:

- Promote public use and well managed public places;
- Encourage and support local business displaying goods on Council footpaths that
 does not unduly obstruct pedestrian safety, by providing an active and attractive
 street frontage that does not compromise safety;
- Maintain the safe pedestrian thoroughfare as the primary purpose of the footpath where sufficient space is available;
- Encourage the fair and equitable use of Council footpaths by all members of the community;
- · Ensure that adjoining premises are not unduly affected; and
- Ensure that all display areas are kept clean and regularly maintained.
- Monitor compliance with approvals, and undertake enforcement action when appropriate; and
- Consider the appropriateness of applications for approval against Council's adopted Goods on Display Guidelines;



POLICY STATEMENT

The following must be adhered to in relation to the display of goods on all Council owned footpaths:

- Only the section of the footpath directly in front of the approved business premises may be used for the display of goods, and goods displayed must relate specifically to the approved business;
- The display area must extend no more than 75cm out from the shop front, measured at 90 degrees to the boundary line, and must not occupy more than 75% of the length of the shop frontage;
- All display stands must maintain a minimum clearance of 0.5 metres from the entry to the shop and from the adjoining property boundary; and 2.0 metres from building corners at vehicular crossings, arcade entrances, street and lanes;
- Access to public utilities must be maintained at all times a minimum 1.0m clearance
 applies to any asset permanently fixed to the footpath such as rubbish bin, parking signs,
 telecommunication infrastructure and to any public seat;
- The displayed goods must not exceed a maximum height of 1.5 metres at the back of the display area, and a minimum display height of 750mm at the front of the display area (inclusive of any display stand);
- Goods must be displayed on stands that are purpose built and capable of holding the
 items on display and are safely secured to ensure stability in wind gusts all display
 stands must be fully enclosed down to ground level on all sides to assist pedestrians
 who may be visually impaired and rely on the use of a walking stick;
- Cardboard, foam or polystyrene boxes, pallets, milk crates, and other such articles are not deemed suitable for display purposes;
- Sufficient space must be provided in front of the subject premises for the temporary parking of disabled scooters;
- Driver mounted forklifts must not be used to place shop displays or goods on the footpath;
- Premises with dual street frontages are only permitted to display goods on one street frontage only;
- All goods or articles must only be displayed during daylight hours;
- Empty boxes or disused packaging must not remain on the footpath area or be rested against Council's litterbins, trees, or any other street furniture;
- Prior to goods being displayed, an application form must be submitted with the relevant fees paid and in accordance with the adopted Fees & Charges, and insurance certificate of currency provided.
- Once approved, a copy of an approved licence agreement must be prominently displayed in the front window of the associated shop, together with an A4 copy of the approved layout showing the location and number of display stands.
- The use of shopping trolleys to display goods poses a safety risk and therefore is prohibited.

Failure to adhere with any of the abovementioned controls may result in the licence permitbeing revoked.



DEFINITIONS

Term	Meaning
Approved Area	The approved Goods on Display area that the Business Operator must place Goods on Display, as shown on the survey plan included in the Footway Approval Notice.
Business Operator	A business/person applying for or in receipt of a Goods on Display Approval.
Classified Roads	Major arterial roads controlled by the Roads and Maritime Services (RMS) on behalf of the State Government of NSW. A schedule of all classified roads is available on the RMS website.
Council	Cumberland Council
DCP	Means Cumberland Development Control Plan (DCP) 2021.
Development Consent	As defined in the EP&A Act means consent under Part 4 to carry out development and includes, unless expressly excluded, a complying development certificate.
Footway/Footpath	Means that part of a road as is set aside or formed as a path or way of pedestrian traffic (whether or not it may be used by bicycle traffic).
LGA	The Local Government Area of Cumberland Council.
Local Government Act 1993	Legal legislation in which supports this Policy.
Goods on Display	The use of the public footway by a Business Operator for the purpose of displaying goods/or signage for adjoining business.
Goods on Display (Approval)	An approval issued under Section 125 of the Roads Act 1993, granted by Council in accordance with Council's Goods on Display Policy and these guidelines.
Goods on Display Area	Premises that are subject of Goods on Display Approval.
Policy	This document, and any schedules or annexures to it
Premises	A property with an appropriate Development Consent to operate that is adjacent to the road where the approved area where Goods on Display will be located.
Public Road	Means: (a) Any road that is opened or dedicated as a public road, whether under the Roads Act or any other Act or law, and (b) Any road that is declared to be a public road for the purposes of the Roads Act.
Roads Act 1993	Legal legislation in which supports this Policy.



LEGAL REQUIREMENTS

In order for an operator to have a goods in display on the footway, NSW Government legislation sets out that following approvals are required:

- All Goods on Display on the footway requires an approval under the Roads Act 1993:
- All Goods on Display on Community Land, such as park or reserve, requires approval under the Local Government Act 1993.
- All Goods on Display that is not exempt development will require a development consent under the Environmental Planning and Assessment Act 1979; and
- All Goods on Display that is on Crown land requires approval under the Crown Land Management Act 2016.

Other Requirements

The Approval will be subject to this Policy, Council's Guidelines and may be granted by the Council on such conditions as determined by the Council.

GENERAL CONSIDERATIONS

Council will give consideration to how the proposed approval will impact on or benefit the amenity of the surrounding area. Council will have consideration of matters raised in this Policy and the Guidelines, and whether the proposed new Goods on Display will:

- Ensure that a consistent and clear flow path of travel for all users is maintained on the footway;
- Contributes positively to the social activity of the business centre or area;
- Ensure that only the section of the footpath directly in front of the approved business
 premises may be used for the display of goods, and goods displayed must relate
 specifically to the approved business;
- Ensure that trees, signs, rubbish bins, light poles and other existing or proposed obstructions are taken into account in calculating the unobstructed pedestrian route;
- Not conflict with existing and surrounding businesses; and
- Ensure compliance with approved Goods on Display.

RELATED LEGISLATION

- Local Government Act 1993 (NSW)
- Roads Act 1993 (NSW)
- Crown Land Management Act 2016
- Environmental Planning & Assessment Act 1979 (NSW)
- Work Health and Safety Act 2011 Food Act 2003 (NSW)
- Disability Discrimination Act 1992 (Clth)
- Disability Inclusion Act 2014
- Smoke Free Environment Act 2000 (NSW)



RELATED DOCUMENTS AND COUNCIL POLICY

- Goods on Display Guidelines
- Cumberland Development Control Plan (DCP) 2021



DOCUMENTS ASSOCIATED WITH REPORT C04/24-500

Attachment 2 Draft Goods on Display Guidelines





Goods on Display Guidelines

AUTHORISATION & VERSION CONTROL

Guideline Number	GDL-011
Guideline Owner	Director Governance & Risk
Date Approved	16 December 2020
Version No	1
Document ID	8661182
Review Date	December 2022

C04/24-500 – Attachment 2 Page 505



PURPOSE BACKGROUND

These Guidelines outline Council supports and encourages better practice design and planning controls to assist in establishing the display of goods on footpaths. Whilst Council actively supports local businesses, it is imperative that adequate controls are maintained at all times for the safety of the community. These Guidelines detail the implementation of the Goods on Display Policy.

Council promotes and encourages well managed use of Goods on Display to established operators to use part of the footpath space adjacent to their shopfront for the purpose of displaying goods associated with the adjoining business.

In determining the appropriateness of whether a location is suitable for Goods on Display, Council will assess each application against the Goods on Display Policy, and the criteria and requirements detailed in Council's Goods on Display Guidelines.

SCOPE OBJECTIVES

Goods on Display is supplementary to businesses and attracts customers to individual retailers. The Goods on Display Guidelines set out Council's requirements in relation to the approach and the proposed use on how to display goods on footpaths.

These Guidelines apply to all land covered by the Roads Act 1993 and/or that is owned or controlled by Council, where a proponent wishes to place goods on or over Council land. Council will apply these Guidelines to ensure the appropriate establishment of businesses displaying goods in Cumberland's commercial centres, which comply with the relevant legislation, and make a positive contribution to these centres and promote trade.

To support and implement the Goods on Display Policy, the purpose of these Goods on Display Guidelines is to:

- Establish the details requirements, principles and approvals process for Goods on Display applications;
- Encourage and support local business displaying goods on Council footpaths that
 does not unduly obstruct pedestrian safety, by providing an active and attractive
 street frontage that does not compromise safety;
- Address pedestrian accessibility, safety and amenity;
- Encourage the fair and equitable use of Council footpaths by all members of the community;
- Promote the reasonable use of Council owned and managed land for Goods on Display associated with adjoining approved businesses;
- Manage the competing needs and interests of pedestrians and business owners by allowing Goods on Display in a manner that improves the usage, quality and image of Council;
- Support local business activity and vitality in Cumberland's commercial areas;
- Ensure Goods on Display do not obstruct the safe and reasonable movement of pedestrians and vehicular traffic, and other street activities;

Goods on Display Guidelines



- Ensure that adjoining premises are not unduly affected; and
- Ensure that all display areas are kept clean and regularly maintained.

Approvals are issued with consideration given to balancing the needs of residents, pedestrians, business operators and footpath users.

PRINCIPLES HOW TO USE THESE GUIDELINES

Before making an application, applicants must read Council's Goods on Display Policy and these Guidelines. These Guidelines:

- Provide rules for applicants seeking to use the footways for Goods on Display purposes;
- Provide information for the public and for applicants seeking to use the road, including the footway for displaying goods under the Roads Act 1993; or the Local Government Act 1993 for other public spaces; and
- Provide guidance for Council in determining applications for use of the road and other public spaces for outdoor dining;
- Form part of the approval if granted by Council.

DEFINITIONS

Approved Area	The approved Goods on Display area that the
	Business Operator must place Goods on Display,
	as shown on the survey plan included in the
	Footway Approval Notice.
Business Operator	A business/person applying for or in receipt of a
	Goods on Display Approval.
Classified Roads	Major arterial roads controlled by the Roads and
	Maritime Services (RMS) on behalf of the State
	Government of NSW. A schedule of all classified
	roads is available on the RMS website.
Council	Cumberland Council
DCP	Means Cumberland Development Control Plan
	(DCP) 2021.
Development Consent	As defined in the EP&A Act means consent under
	Part 4 to carry out development and includes,
	unless expressly excluded, a complying
	development certificate.
Footway/Footpath	Means that part of a road as is set aside or formed
	as a path or way of pedestrian traffic (whether or
	not it may be used by bicycle traffic).
LGA	The Local Government Area of Cumberland
	Council.
Local Government Act 1993	Legal legislation in which supports the Goods on
	Display Policy & Guidelines.
Goods on Display	The use of the public footway by a Business
	Operator for the purpose of displaying goods/or
	signage for adjoining business.
Goods on Display (Approval)	An approval issued under Section 125 of the
	Roads Act 1993, granted by Council in

Goods on Display Guidelines



	accordance with Council's Goods on Display Policy and these Guidelines.
Goods on Display Area	Premises that are subject of Goods on Display Approval.
Policy	The Goods on Display Policy, and any schedules or annexures to it.
Premises	A property with an appropriate Development Consent to operate that is adjacent to the road where the approved area where Goods on Display will be located.
Public Road	Means: (a) Any road that is opened or dedicated as a public road, whether under the Roads Act or any other Act or law, and (b) Any road that is declared to be a public road for the purposes of the Roads Act.
Roads Act 1993	Legal legislation in which supports the Goods on Display Policy & Guidelines.

Goods displayed on Council land will:

- encourage and support local business displaying goods on Council footpaths that does not unduly obstruct pedestrian safety, by providing an active and attractive street frontage that does not compromise safety;
- encourage the fair and equitable use of Council footpaths by all members of the community;
- ensure that adjoining premises are not unduly affected; and
- ensure that all display areas are kept clean and regularly maintained.

Whilst Council actively encourages businesses to display goods on the footpath, there may be some areas where this activity is not appropriate due to insufficient footpath width. In determining the appropriateness of whether a location is suitable to allow goods to be displayed on the footpath, Council will give consideration to the following criteria:

- the need to retain a continuous accessible pedestrian circulation space along the footpath;
- the volume of pedestrian traffic generated in the area;
- the location of other goods being displayed, including the location of existing shop fronts and awnings;
- the location of streetscape elements including poles, signs, waste bins, fire hydrants, inspection chambers, telephone / electricity underground cables, water services pipes and the like; and
- the location of bus stops, taxi stands, and parking for the disabled.

GOODS ON DISPLAY APPROVAL

These Guidelines apply to business operators wishing to use the footway immediately adjacent to the premises in Cumberland commercial business centres. This includes public footpaths, plazas and public squares that are within the public domain and would ordinarily be used by the public for pedestrian movement or recreation. These operators must apply

Goods on Display Guidelines



to Council for an approval under the Roads Act 1993.

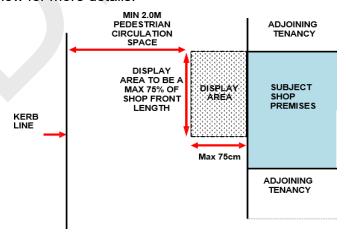
Whilst Council actively encourages businesses to display goods on the footpath, there may be some areas where this activity is not appropriate due to insufficient footpath width. In determining the appropriateness of whether a location is suitable to allow goods to be displayed on the footpath, Council will give consideration to the following criteria:

- The need to retain a continuous accessible pedestrian circulation space along the footpath;
- The location of other goods being displayed, including the location of existing shop fronts and awnings;
- The location of streetscape elements including poles, signs, waste bins, fire hydrants, inspection chambers, telephone / electricity underground cables, water services pipes and the like; and
- The location of bus stops, taxi stands, and parking for the disabled.

Minimum Footpath Width

- A clear & unobstructed pedestrian corridor of 2.0 meters minimum must be maintained to allow for continuous accessible paths of travel at all times.
- The display area must not extend more than 75cm away from the shop front boundary of the respective business subject to the approval.
- Goods are not permitted to be displayed away from the shop front adjacent to the kerb/roadway at any time.
- The surface area of the footpath must be suitably constructed and sufficiently level to support display stands.
- Compliance with the above standards does not necessarily ensure approval, consideration will also be given to existing circumstances such as:
 - Position of paved footway;
 - 2. Adjacent pedestrian crossing;
 - 3. Any other matter impacting pedestrian routes.

Refer to Figure 1 below for more details.



Goods on Display Guidelines



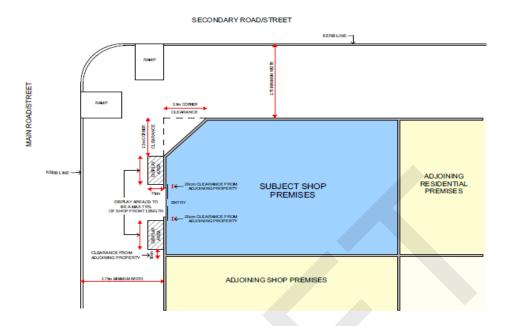


Figure 2: Indicative Site Plan Requirements – Corner Locations

Defining the Area Used to Display Goods

Subject to an approved application, the boundaries of the approved licensed area must be appropriately marked out on the footpath.

A registered professional design plan must be provided by the applicant outlining the proposed dimensions of the items to be displayed on the footway and approved the Goods on Display plan must be visibility displayed on the shopfront window throughout the duration of the Licence.

This may be achieved by Council installing (at the applicant's expense) metal studs/discs flush with the paved surface. Alternatively, Council may consider other means of designating the licensed area (e.g. painting lines). Full details of the proposed method of marking the footpath must be provided with the application form.

Regardless of what method is agreed to, the marking must remain in place throughout the duration of the licence.

Permitted Goods

The footpath area can only be used to display the following goods and activities.

- Cut flowers and pot plants;
- Newspapers, pamphlets and brochures provided they are secured in a windproof device;
- Fruit and vegetables stalls; and
- Any other items or goods that are deemed acceptable and safe by Council and not offensive.

Goods on Display Guidelines



All sale transactions/purchases must be completed inside the business premises and not on the footpath.

Fruit and Vegetables Stalls

The following controls relate specially to the display of fruit and vegetables:

- All fruit and vegetable displays must comply with the Australian and New Zealand Food Safety Standard and AS. 4674 – design fit out and construction of food premises;
- All premises wishing to display fruit and vegetables must be registered as part of Council's food shop inspection program and comply at all times with the relevant food related legislation and any directions of Council Authorised Officers;
- No washing or spraying of the fruit and vegetables shall occur on, or adjacent to the footpath;
- It is the proprietors' responsibility to ensure that any waste from the fruit and vegetables is removed from the footpath immediately and stored in receptacles within the premises.
- Fruit and vegetables displays must not be located where they are exposed to direct sunshine and/or rain; and
- Fruit and vegetables displays must be a minimum of 750mm off the ground.

Prohibited Goods

All goods and articles, except those expressly permitted in Section 3 of this guideline are prohibited from being displayed on the footpath. All perishable (i.e. potentially hazardous) foods such as meat, fish, poultry, dairy products, cooked rice, eggs and shellfish are not permitted to be displayed on the footpath at any time.

Requirements

Before an application is made for an approval, the business operator must ensure that the operation of the premises has an appropriate Development Consent.

The following requirements must be adhered to in relation to the display of goods on all Council owned footpaths:

- Only the section of the footpath directly in front of the approved business premises may be used for the display of goods, and goods displayed must relate specially to the approved business;
- The display area must not occupy more than 75% of the length of the shop frontage;
- The display area must extend no more than 75cm out from the shop front, measured at 90 degrees to the boundary line;
- All display stands must maintain a minimum elearance of 0.5 metres 200mm from the entry to the shop and from the adjoining property boundary; and 2.0 metres from building corners at vehicular crossings, arcade entrances, street and lanes;
- Access to public utilities must be maintained at all times namely a minimum 1.0m

Goods on Display Guidelines



- clearance to any asset permanently fixed to the footpath such as rubbish bin, parking signs, telecommunication infrastructure and to any public seat;
- The displayed goods must not exceed a maximum height of 1.5 metres at the back of the display area, and a minimum display height of 750mm at the front of the display area (inclusive of any display stand);
- Goods must be displayed on stands that are purpose built and capable of holding
 the items on display and are safely secured to ensure stability in wind gusts all
 display stands must be fully enclosed down to ground level on all sides to assist
 pedestrians who may be visually impaired and rely on the use of a walking stick;
- Cardboard, foam or polystyrene boxes, pallets, milk crates, and other such articles are not deemed suitable for display purposes;
- Sufficient space must be provided in front of the subject premises for the temporary parking of disabled scooters;
- Driver mounted forklifts must not be used to place shop displays or goods on the footpath;
- Premises with dual street frontages are only permitted to display goods on one street frontage only;
- All goods or articles must only be displayed during daylight hours;
- Empty boxes or disused packaging must not remain on the footpath area or be rested against Council's litterbins, trees, or any other street furniture; and
- Street and shop numbers must be visible at all times.
- The use of shopping trolleys to display goods poses a safety risk and therefore is prohibited.

Permitted Goods

The footpath area can only be used to display the following goods and activities.

- Cut flowers and pot plants;
- Newspapers, pamphlets and brochures provided they are secured in a windproof device;
- Fruit and vegetables stalls; and
- Any other items or goods that are deemed acceptable and safe by Council and not offensive.

All sale transactions/purchases must be completed inside the business premises and not on the footpath



Prohibited Goods

All goods and articles, except those expressly permitted in Section 3 of this Guideline are prohibited from being displayed on the footpath these include the following:

- All perishable (i.e. potentially hazardous) foods such as meat, fish, poultry
- Dairy products;
- Cooked rice;
- Eggs;
- Shellfish is not permitted to be displayed on the footpath at any time, and
- Barbeque equipment and tools.

Display Stands

Goods on Display stands must:

- Satisfy relevant Australian Standards;
- Must be strong, durable, weather resistant and robust designed for outdoor use that withstands the wear and tear of outdoor commercial usage;
- Must be made from high quality commercial materials to enhance the character of the street:
- Must be of non-lightweight construction so as not to be easily blown around in strong winds;
- Must be located and kept in the approved area when in use;
- Must be capable of being removed from the footway out of trading hours;
- Be safe for patrons and pedestrians by avoiding sharp edges, hinges and moving parts;
- Must reflect the character of the business, the building and the surrounding area;
- The use of mismatched display stands is not permitted;
- The display stands must be non-reflective;
- Be flood compatible if located within an identified flooding/overland flow path area;
- Must not impact wheelchair users;
- The colour scheme of the proposed display stand will be assessed on merit and considered in the context of the surrounding streetscape;
- Must not cause damage to the footway;
- Must have an open appearance, and not be cluttered.



Fruit and Vegetables Stalls

The following controls relate specially to the display of fruit and vegetables:

- All fruit and vegetable displays must comply with the Australian and New Zealand Food Safety Standard and AS. 4674 – design fit out and construction of food premises;
- All premises wishing to display fruit and vegetables must be registered as part of Council's food shop inspection program and comply at all times with the relevant food related legislation and any directions of Council Authorised Officers;
- No washing or spraying of the fruit and vegetables shall occur on, or adjacent to the footpath;
- It is the proprietors' responsibility to ensure that any waste from the fruit and vegetables is removed from the footpath immediately and stored in receptacles within the premises.
- Fruit and vegetables displays must not be located where they are exposed to direct sunshine and/or rain; and
- Fruit and vegetables displays must be a minimum of 750mm off the ground.

Approved Goods on Display Area

Goods on Display placement should fit within the size and shape of the approved area. The width of the footpath will determine the depth of the Goods on Display area.

The location of all Goods on Display must not extend beyond the boundaries of the approved area or overshadow the road reserve.

The approval holder is responsible to ensure that goods, stalls and signs are displayed correctly within the boundaries of the area at all times. Goods on Display layout must be capable of accommodating wheelchair users and the flow of pedestrians.

Maintenance, Cleaning and Waste Disposal

- The business operator using the approved area must maintain the area by regular cleaning throughout the day and at the close of trade day;
- All Goods on Display stalls must at all times be maintained in a physically sound and aesthetically acceptable condition to Council's satisfaction;
- Waste and litter must be removed promptly from the approved area and disposed of properly;
- Public bins are not to be used for the disposal of waste by the business operator and the approval holder must have suitable arrangement for commercial waste collection services. A copy of the approval must be attached with application;
- Approved areas should be kept dry swept and solid waste disposed of appropriately or recycled where possible.



OPERATIONAL MATTERS

Conduct of Business

It is the business operators' responsibility to:

- Ensure that the Goods on Display does not intrude or impact on the amenity of neighbouring shops or surrounding street activities;
- Minimise the potential for personal injury; and
- Remove all Goods on Display stalls and other features from the footpath and ensure they are stored within the building outside business operation hours.

Failure to adhere with any of the abovementioned controls may result in the licence permit being revoked.

Licence Agreement and Rental Cost

Once Council approves an application, written notification will be issued to the approval holder stipulating the conditions of approval. Upon receipt of the approval, the approval holder is then required to produce a copy of their public liability insurance and payment of appropriate fees and bond.

The licence agreement, which must be signed by the approval holder, will detail the provision for an annual rental fee. Prior to goods being displayed, a laminated copy of the licence agreement must be prominently displayed in the front window of the associated shop, together with an A4 copy of the approved layout showing the location and number of display stands.

Public Liability Insurance

The business operator is required to maintain a valid public liability insurance policy for a minimum of twenty million dollars (\$20,000,000).

The policy must:

- Indemnify Council against any public liability claims within the area between the front property boundary of the shop and the kerb line for the full frontage of the shop; and
- Be in force at all times that goods are displayed. Upon annual renewal, the business operator must send a copy of the renewal to Council. Proof of currency must be kept on the premises and produced on demand by any authorised Council officer.

Licence Agreement and Rental Cost

Once Council approves an application, written notification will be issued to the approval holder stipulating the conditions of approval. Upon receipt of the approval, the approval holder is then required to produce a copy of their public liability insurance and payment of appropriate fees and bond to Council. An outdoor dining agreement will then be issued to use and occupy the footpath in accordance with conditions of approval.

Goods on Display Guidelines



The agreement, which must be signed by the approval holder, will detail the provision for an annual rental fee as outlined in Council's Fees and Charges document, available on Council's website (www.cumberland.nsw.gov.au). Approval holders may also enquire at Council's Customer Service Desk as to current fees applicable.

Public Display of Agreement

Prior to the operator using the Goods on Display area, a laminated copy of the agreement must be prominently displayed in the front window of the shop front, together with an A4 copy of the approved layout showing the Goods on Display area.

An Approval Can't be Sold, Reassigned or Transferred

The approval applies to the business operator that applied for and received the approval for the Goods on Display area.

The approval cannot be sold, reassigned, or transferred.

If the business is sold or leased to another party or entity, then the new owner or tenant will need to make an application for a new approval.

Revoking, Suspending, or Amending a Goods on Display Approval

As a Goods on Display is approval is an activity occurring on a public road or footpath, Council may as a Roads Authority may revoke, suspend, or amend the approval at any time and for any reason.

Specific circumstances where Council may revoke, suspend, or amend an approval include but are not limited to:

- The conditions of the Goods on Display approval being breached (including the non-payment of rent);
- The use of the footpath/approved area for the purposes of the approval is causing public safety and or public access is compromised;
- The use of the footpath is causing a disturbance to the adjoining business operators and neighbourhood and residents;
- The approved Goods on Display area is needed for public infrastructure works;
- The approved Goods on Display area is needed for a special event; or
- The approved Goods on Display area is needed to manage the flow of pedestrians or vehicle traffic.
- Repeated or continuous breaches or failure to comply with an existing approval and/or the reasonable directions of Council officers including but not limited to Compliance Officers may result in a penalty infringement notice, early termination of an approval, and all paid fees and rental paid in advance will not be refunded and all subsequent applications are made by the offending party and/or their associated businesses may not be considered.



Compliance with this Guideline

Council's aim is to manage all footway areas to ensure the objectives of the guideline are met. Council will take action for any breaches of this guideline or conditions set by the approval or licence. In the first instance, business proprietors will be given the opportunity to rectify any areas of non-compliance or breaches of conditions. If no action is taken to rectify the situation of non-compliance or breach of conditions, Council may issue a Penalty Infringement Notice, revoke its consent or commence legal action in a court of competent jurisdiction.

Use of Footpath by Council

The control and future usage of the footpath will remain at the discretion of Council at all times. The business proprietor must follow all directions of Council Officers to allow for any maintenance and cleaning of the footpath area. No compensation will be given for loss of opportunity to display goods on the footpath due to upgrade works, cleaning and/or maintenance activities under the control of Council.

If at any time the Council undertakes upgrade works to the footpath that effectively reduces the pedestrian width below the minimum required, the display of goods on the footpath will no longer be permissible. Council will notify the proprietor in this instance that the consent has been revoked.

Permit Renewal and Cancellation

A Goods Displayed on Footpath licence is valid for 2 years upon approval and may be cancelled or amended if:

- The operator fails to comply with the permit conditions; or
- There are changed conditions affecting the footpath area in its particular location,
 e.g. an increased risk to health or safety.

Other valid reasons that may necessitate a licence being cancelled include matters such as streetscape upgrades and/or refurbishment. Council will only renew a licence after a review of health and safety conditions are undertaken to ensure compliance with policy guidelines and a history check of past operations.

Goods on Display Approval

A Goods on Display approval is valid for 3 years upon approval and may be cancelled or amended if:

- The business operator fails to comply with the permit conditions; or
- There are changed conditions affecting the approved goods on display area in its particular location, e.g., an increased risk to health or safety; or
- Non-compliance with legislation may lead to enforcement action by Council which may include fines and/or termination of Goods on Display approvals.
- Other valid reasons that may necessitate an approval being cancelled include matters as streetscape upgrades and/or refurbishment. Council will only renew an approval after a review of health and safety conditions are undertaken to ensure compliance with policy guidelines and a history check of past operations.

Goods on Display Guidelines



Approval Process

Council approval is required prior to displaying goods on the footpath pursuant to:

- Local Government Act 1993;
- Environmental Planning and Assessment Act 1979; and
- Roads Act 1993.

Any business that applies for approval to display goods on the footpath must have current development consent to occupy the associated shop. If approval has not been granted, the application will not be considered.

All applications must be made on Council's 'Display of Goods on Council Footpath Application Form'.

Council Owned Land

The written authority of the General Manager or delegated officer is required to be obtained to formally lodge an application to occupy Council owned footpaths.

Once the signature has been obtained, the applicant will be contacted to pay the appropriate fees upon which the application can be lodged, and formal assessment will commence. The signature of the General Manager or delegate does not infer that approval will be granted.

Privately Owned Land

If the land upon which the proposed activity is privately owned, the written consent of the owner will be required. The application form contains provision for the owner's details and signature. The application form and supporting detail must be completed in full and submitted to Council incomplete applications will be returned.

Activities that involve both privately owned and Council land require the consent of both the private landowner and Council.

Application Lodgement HOW TO MAKE AN APPLICATION

This application must be accompanied by the prescribed fee and the following information:

The applicant must provide the following:

- 1. Written authority of the General Manager and/or land owner to lodge the application; 1. A completed application form the application form is available on Council's website www.cumberland.nsw.gov.au and at Council's Customer Service Centres;
- 2. Details of the items to be displayed on the footpath; 2. Payment for the application fee All applications must be accompanied by payment of the prescribed application fee (as per Council's adopted Fees and Charges Policy) and all relevant documentation:

Goods on Display Guidelines



- 3. Copy of current public liability risk insurance policy; 3. Proof of Development Consent for the adjoining business use;
- 4. Copies of a site plan drawn to a minimum scale of 1:100, detailing:
 - Street name, shop numbers and north point;
 - b. Dimensions and boundaries of the proposed footpath;
 - c. Location and dimensions of the proposed display area, width of the shopfront of the premises and adjacent shops and the kerb line of the street;
- 4. Evidence that the applicant is the business operator of the adjoining premises; such as contract of sale, executed lease agreement, business registration and or other evidence requested by Council under receipt of application;
 - d. Current use of the premises and adjacent shops;
- 5. If applying under a company name, a copy of an ASIC report showing the name of the company, the ACN, ABN and Company Director names.
 - e. Existing and/or proposed car parking, manoeuvring aisles, driveways and truck turning areas in front of the display area; and
- 6. Written authority of the landowner to lodge the application;
 - f. Location of any public utilities structures such as power poles, street poles, bus stops, trees, planter boxes, street furniture, signposts or other such items, which are adjacent to the site;
- 7. Details of items to be displayed on the footpath and outlined how these are items are to be displayed;
 - g. Elevation plans/details for any shelving and/or display stand(s) to be used.
- 8. A registered professional design plan of the proposed Goods on Display area and surrounds consistent with the requirements to include:
 - a) Street name, shop numbers and north point;
 - b) Dimensions, property boundary of footpath identifying adjoining tenancies:
 - c) Kerb line of the street;
 - d) Width of the footpath from outside face of kerb to building line, and the length of the building frontage associated with business operator premises;
 - e) Building line of the shop and adjacent shops either side;
 - f) Location of all existing features and permanent features of the streetscape such as existing awnings, bus stops, taxi zones, traffic signs, poles, waste bins, pedestrian lights and crossings, bollards, planter boxes, trees, light poles, pits, fire hydrants and car parking;
 - g) Proposed location and configuration of all displays, stalls and signage including all setback dimensions;
- Colour photographs of the site and the surrounding areas, including the paved footpath area;

Goods on Display Guidelines



- 10. Full details of the number of displays or stalls including manufacturer's brochures, specifications and photographs. Council must be satisfied that the designated area is capable of accommodating the displays. It is the business operator's responsibility to ensure that a 2.0m pedestrian corridor is maintained at all times;
- 11. A written statement detailing the proposed hours of operation, storage of display and cleaning of the footpath;
- 12. Copy of business operator's public liability insurance; and
- 13. Fees in accordance with Council's Schedule of Fees and Charges.

The application will be notified to neighbouring property owners and business proprietors for 14 days. The submission of an application does not imply automatic approval.

Fees FEES AND CHARGES

All fees and the appropriate bond will be charged in accordance with Council's adopted Fees and Charges. Where any charge, fee, supply of products or services under this policy is subject to a goods and services tax (GST), an amount equal to the GST paid or payable in respect of the charge, fee, supply of products or services, shall be included in the amount of consideration paid or payable under this Policy.

RELATED DOCUMENTS AND COUNCIL POLICY

- Good on Display Policy
- Cumberland Development Control Plan (DCP) 2021

RELATED LEGISLATION

- Local Government Act 1993(NSW)
- Roads Act 1993 (NSW)
- Environmental Planning & Assessment Act 1979 (NSW)
- Crown Land Management Act 2016
- Work Health and Safety Act 2011 Food Act 2003 (NSW)
- Disability Discrimination Act 1992 (Clth)
- Disability Inclusion Act 2014
- Smoke Free Environment Act 2000 (NSW)

DISCLAIMER

These Guidelines will be reviewed every four years or as required in the event of legislative changes. Any amendment to these Guidelines must be by way of a Council resolution.

DOCUMENTS ASSOCIATED WITH REPORT C04/24-500

Attachment 3 Draft Outdoor Dining Policy





Outdoor Dining Policy

AUTHORISATION & VERSION CONTROL

Policy Number	POL-051
Policy Owner	Director Governance & Risk
Date Adopted	5 February 2020
Version No	1.0
Document ID	6482574
Review Date	5 February 2022

C04/24-500 – Attachment 3 Page 523



INTRODUCTION

1. POLICY STATEMENT

Council actively supports the creation and encourages footway dining on footpaths as a means of creating a vibrant eafé community town centres, atmosphere within its commercial centres. In doing so, it is imperative that a balance between footpath space for outdoor dining and space for public use by all community members (including play spaces and public seating) is provided in each of Cumberland's commercial centres. The implementation of this policy is detailed in Council's *Outdoor Dining Guidelines*. creating strong local economies and opportunities for local restaurants and cafes by allowing seating for outdoor dining. Council's Outdoor Dining Policy encourages a safe and comfortable experience for diners and all other uses of the public places.

In determining the appropriateness of whether a location is suitable for outdoor dining, Council will assess each application against this Policy, and the criteria and requirements detailed in Council's Outdoor Dining Guidelines.

PURPOSE

The purpose of this policy is to guide and regulate the establishment, design and safe operation of outdoor dining areas. The Policy provides a consistent approach for outdoor dining across the Cumberland Local Government area, and provides transitional provisions for approvals granted before implementation of this policy.

2. SCOPE

The policy applies to all land within the Cumberland LGA affected by the Roads Act 1993 and/or is managed by Council. This includes public footpaths, plazas, public squares, and blisters which are within the public domain and are normally used for pedestrian circulation, and which are generally located immediately adjacent to restaurants and cafes.

The Policy applies to the business use of all land within the Cumberland LGA that is affected by the Roads Act 1993 (NSW) and/or is managed by Council and sets out the conditions under which Council will issue approvals for outdoor dining in public areas.

3. OBJECTIVES

To promote public access and well managed outdoor dining in public places, Council will:

- Permit outdoor dining areas in association with an approved food business, and the applicant is the owner/proprietor of that food business;
- Be safe and protected from vehicles and cyclists;
- Maintain the safe pedestrian thoroughfare as the primary purpose of the footpath where sufficient space is available;
- Promote accessibility by maintaining a consistent and a clear path of travel for all users;
- Outdoor dining areas should not interfere or obstruct line of sight to or from passing vehicles.

C04/24-500 – Attachment 3 Page 524



- Be attractive and well maintained and contribute positively to the streetscape.
- Consider surrounding users and the Community through minimising additional noise, visual and other impacts;
- Monitor compliance with approvals, and undertake enforcement action when appropriate;
- Consider the appropriateness of applications for approval against Council's adopted Outdoor Dining Guidelines.

4. **DEFINITIONS**

Activity Approval - an approval issued under Section 68 of the Local Government Act 1993 (NSW)

Council - Cumberland City Council

Footway Approval - an approval issued under Section 125 of the Roads Act 1993 (NSW)

Outdoor Dining Area - premises that are the subject of an Activity Approval or Footway Approval or both

LGA - the Local Government Area of Cumberland City Council

Policy -this document, and any schedules or annexures to it

Term	Meaning
Approved Area	The approved footway dining area that the Business Operator's tables, chairs, and equipment must be placed on, as shown on the survey plan included in the Footway Approval Notice.
Business Operator	A business/person applying for or in receipt of an Outdoor Dining Approval.
Classified Roads	Major arterial roads controlled by the Roads and Maritime Services (RMS) on behalf of the State Government of NSW. A schedule of all classified roads is available on the RMS website.
Council	Cumberland Council
DCP	Means Cumberland Development Control Plan (DCP) 2021.
Development Consent	As defined in the EP&A Act means consent under Part 4 to carry out development and includes , unless expressly excluded, a complying development certificate.
Footway	Means that part of a road as is set aside or formed as a path or way of pedestrian traffic (whether or not it may be used by bicycle traffic).
LGA	The Local Government Area of Cumberland Council.
Outdoor Dining	The use of the public footway by a Business Operator for the purpose of extending the seating space of a restaurant or café in which food is regularly supplied on sale to the public for consumption on the Premises.
Outdoor Dining Approval (Approval)	An approval issued under Section 125 of the Roads Act 1993, granted by Council in accordance with Council's Outdoor Dining Policy and Guidelines.
Outdoor Dining Area	Premises that are subject of Outdoor Dining Approval.
Policy	This document, and any schedules or annexures to it

C04/24-500 - Attachment 3



Premises	A property with an appropriate Development Consent to operate as a restaurant, that is adjacent to the road where the approved area will be located.
Public Road	Means:
	Any road that is opened or dedicated as a public road, whether under the Roads Act or any other Act or law, and
	Any road that is declared to be a public road for the purposes of the Roads Act.
Restaurant	Premises in which food is regularly supplied on sale to the public for consumption on the Premises, as defined under the Roads Act 1993, and for the purposes of this Policy and Guidelines includes food and drinks premises, pub and small bar.
Roads Act 1993	Legal legislation in which supports this Policy.

POLICY STATEMENT

5. LEGAL REQUIREMENTS

Council will apply this policy to ensure the appropriate establishment of outdoor dining areas in Cumberland's commercial centres, which comply with the relevant legislation, and make a positive contribution to these centres.

In order for an operator to have Outdoor Dining on the footway, NSW Government legislation sets out that following approvals are required:

- All Outdoor Dining on the footway requires an approval under the Roads Act 1993;
- Outdoor Dining that is not exempt development will require a development consent under the Environmental Planning and Assessment Act 1979;
- Outdoor Dining that is on Crown land requires approval under the Crown Land Management Act 2016;
- Outdoor Dining on Community Land, such as park or reserve, reserve, requires approval under the local Government Act 1993.

5.1 Roads Act 1993 (NSW)

An Approval may be issued by Council under section 125 of the Roads Act:

"A Council may grant an approval that allows a person who conducts a restaurant adjacent to a footway of a public road (being a public road that is vested in fee simple in the council) to use part of the footway for the purposes of the restaurant."

The maximum term permitted for an approval for the use of a footway of a public road is seven (7) years.

Council as the roads authority may terminate, or temporarily suspend, an approval granted by the road's authority under this section.

- a) Immediately, if in the roads authority's opinion, it is necessary for safety reasons, or
- b) Otherwise, if the roads authority has given the holder of the approval at least 7 days written notice.



Unless soon terminated, an approval lapses on the earlier of the following:

- a) The end of the term,
- b) If the part of the public road the subject of the approval ceases to be used for the purposes of food and drink premises, when the use for that purpose ceases.

5.2 Section 126 Authority to Erect Structures

Under section 126 of the Roads Act, should the holder of the approval wish to erect, place structures or furniture over any part of the road, they must seek prior relevant approval from Council. Detailed drawings of the proposed structures must be submitted with the application.

5.3 Classified Roads

Classified Roads are listed major arterial roads controlled by the Roads and Maritime Services (RMS) on behalf of the State Government of NSW.

The RMS has delegated its power to issue Approvals on Classified Roads to Council.

When considering an application on these roads, Council will apply the rules and guidelines provided by the RMS to these applications. The RMS rules and guidelines are included in the Outdoor Dining Guidelines.

5.4 Other Requirements

The Approval will be subject to this Policy, Council's Guidelines and may be granted by the Council on such conditions as determined by the Council.

Development Consent under the EP&A Act is as follows:

- 1. The use of a footway for outdoor dining associated with a lawful food and drink premises is exempt development under the State Environmental Planning Policy (Exempt and Complying Development Codes) 2008 (Codes SEPP) if the Restaurant adjoining the footway is:
 - (a) Not associated with a pub or small bar; and
 - (b) Is carried out in accordance with an Approval granted under Section 125 of the Roads Act.
- 2. An applicant must have a current Development Consent for the adjoining premises to operate as a food and drink premises.
- 3. If the Premises is a pub or small bar, a Development Application will need to be lodged and a Development Consent issued for the use of the footway before an application is made under section 125 of the Roads Act NSW.

5.5 General Considerations

Council will give consideration to how the proposed Approval will impact on or benefit



the amenity of the surrounding area. Council will have consideration of matters raised in this Policy and the Guidelines, and whether the proposed new footway dining area will:

- (a) Ensure that a consistent and clear flow path of travel for all users is maintained on the footway;
- (b) Ensure that trees, signs, rubbish bins, light poles and other existing or proposed obstructions are taken into account in calculating the unobstructed pedestrian route;
- (c) Contributes positively to the social activity of the business centre and area;
- (d) Not conflict with existing and surrounding businesses.

5.6 Liquor Licences

- (a) Restaurants wishing to sell liquor must have an appropriate liquor licence which extends to the Approved Area and must comply with the terms of the liquor licence and the Liquor Act 2007.
- (b) Restaurants that do not have a liquor licence may not make a separate application for the issue of an on licence/restaurant permit (under the Liquor Act) for an approved footway dining area without prior written consent of Council.
- (c) The type of licence issued under the Liquor Act will determine requirements in relation to service of alcohol and food. For example:
 - For a restaurant with an on-premises license, under the conditions of that liquor licence, liquor may only be sold or supplied for consumption with, or ancillary to, another product or service that is sold, supplied or provided unless the business also has a primary service authorisation (PSA).
 - A PSA allows the sale and supply of liquor to customers without meals. When a PSA is in place, a restaurant must still continue to meet the primary purpose test and operate as a restaurant at all times of day or night, where serving meals is always the main business focus.
 - For a small bar licence or a hotel licence, under the conditions of that licence food must be made available to patrons whenever alcohol is sold but it is not compulsory for food to be served with alcohol.

5.7 Footway Trading Hours

The trading hours for each Approval will be determined by Council in its absolute discretion at the time of assessing each application and will be subject to each individual operators approved Development Application (DA).

PRINCIPLES

- Outdoor dining areas are only permitted in association with an approved food business, and the applicant is the owner/proprietor of that food business;
- Outdoor dining areas are only permitted in locations where sufficient space is available and where they will not obstruct the safe movement of pedestrians;
- Council's approach is to achieve a balance between areas for privately leased



- outdoor dining associated with a restaurant/café, and areas of public domain which provide public outdoor seating whilst providing a high level of urban amenity in the Cumberland City Council centres; and
- Outdoor dining areas should not interfere with the safe and reasonable movement of pedestrians, nor should they obstruct line of sight to or from passing vehicles.

REQUIREMENTS

• Location requirements:

Street/Centre	Outdoor dining locational requirements
Auburn Town Centre	Away from shopfront, adjacent to kerb. The Auburn Town Centre Public Domain Plan 2009 identifies areas of widened footpath within the town centre core where outdoor dining activities may occur subject to consent. These areas are clearly defined and separated from areas of public open space, to ensure a balance of activities along the street (refer to map at Annexure 1 of the Cumberland Outdoor Dining Policy)
Granville Town Centre	Away from shopfront, adjacent to kerb
Guildford Town Centre	Away from shopfront, adjacent to kerb
Merrylands Town Centre	Away from shopfront, adjacent to kerb
Pendle Hill Town Centre	Away from shopfront, adjacent to kerb
Toongabbie Town Centre	Away from shopfront, adjacent to kerb
Wentworthville Town Centre	Away from shopfront, adjacent to kerb
All other locations	Subject to approval, outdoor dining areas must be located adjacent to the shopfront. Where footpath width is insufficient to allow outdoor dining and sufficient pedestrian circulation space, outdoor dining will not be permitted.

Outdoor dining will generally only be considered on footpaths that have a
minimum width of 3.6m, with a minimum practical depth of 1.0m (1 table and 2
chairs). Where the footpath is less than 3.6m, consideration will be given on a
case to case basis.

C04/24-500 – Attachment 3 Page 529



- A minimum unobstructed pedestrian corridor of 2.0m must be maintained to allow for a continuous accessible path of travel at all times. Where outdoor dining is permitted away from the shopfront and adjacent to the kerb, a minimum of 600mm setback from the kerb must be provided.
- Outdoor dining areas are not permitted directly on corner locations at street intersections. An application may be refused on safety concerns where an outdoor dining area obstructs the clear view line of pedestrians/motorists.
 Outdoor dining areas are limited to the extent of the shopfront of the food business.
- The footpath dining area used with the approval of Council under this policy is not included as "floor space" for the purposes of car parking or floor space calculations. The surface area of the footpath must be sufficiently level to support a functional and accessible outdoor dining area, and the safe use of furniture and associated structures.
- All outdoor dining furniture:
 - Is to be kept wholly in the approved boundaries at all times
 - Must comply with relevant Australian Standards
 - Must be made from high quality commercial materials
 - Must be capable of accommodating a wheelchair
 - Must not mis-match
 - All tables and chairs <u>must</u> be removed from the outdoor dining area and stored within the premise, outside business operation hours.
- Advertising of a single company or business must not cover more 30% of structures, and no liquor or tobacco advertising is permitted within an outdoor dining area. Hanging advertisements from shade structures is not permissible, and no private restaurant/café advertising is permitted on any Cumberland City Council street furniture, including planter boxes.
- No shelter for weather protection may be erected or installed in or around an outdoor dining area without Council's prior written consent.
- All heating devices must comply with the laws and requirements relating to them, including but not limited to AS 4565-2004 Radiant Gas Heaters. Access to gas mains and use of electrical extension cords are not permitted.
- All fees and appropriate bonds will be charged in accordance with Council's adopted fees and charges.
- All approved outdoor dining establishments shall be operated in accordance with all relevant legislation, including but not limited to the Smoke Free Environment Act 2000. Non-compliance with legislation may lead to enforcement action by Council which may include fines and/or termination of outdoor dining approvals.



6. RELATED LEGISLATION

- Local Government Act 1993 (NSW)
- Work Health and Safety Act 2011 Food Act 2003 (NSW)
- Food Act 2003 (NSW)
- Smoke Free Environment Act 2000 (NSW)
- Auburn Local Environmental Plan 2010
- Holroyd Local Environmental Plan 2013
- Parramatta Local Environmental Plan 2011
- Environmental Planning & Assessment Act 1979 (NSW)
- Roads Act 1993 (NSW)
- Crown Land Management Act 2016
- Disability Discrimination Act 1992 (Clth)
- Disability Inclusion Act 2014
- Liquor Act 2007

7. RELATED DOCUMENTS AND COUNCIL POLICY

- Outdoor Dining Guidelines
- Auburn Development Control Plan 2010
- Holroyd Development Control Plan 2013
- Parramatta Development Control Plan 2011
- Cumberland Development Control Plan (DCP) 2021

DOCUMENTS ASSOCIATED WITH REPORT C04/24-500

Attachment 4 Draft Outdoor Dining Guidelines





Outdoor Dining Guidelines

Guideline Number	GDL-009
Policy Owner	Director Governance & Risk
Date Adopted	5 February 2020
Version No	1.0
Document ID	6482575
Review Date	5 February 2022

C04/24-500 – Attachment 4 Page 535

Page 1



BACKGROUND

Council actively supports and encourages outdoor dining as a means of creating a vibrant cafe atmosphere within its commercial town centres, allowing businesses to grow and prosper while creating an enjoyable footway dining experience for the community, patrons, residents, and visitors.

In doing so, it is imperative that an adequate footpath width is maintained at all times for the safe movement of pedestrians and other street activities. It is also imperative that a balance between footpath space for outdoor dining and footpath space for public use by all community members (including play spaces and public seating) be provided in each of Cumberland's commercial centres.

Council promotes and encourages well managed use of outdoor dining, allowing food and drink premises such as restaurants, cafes, takeaway food venues, small bars, and pubs to use part of the footpath space adjacent to their shopfront for outdoor dining purposes.

In determining the appropriateness of whether a location is suitable for outdoor dining, Council will assess each application against the criteria and requirements detailed in these Guidelines.

Council's Outdoor Dining Policy and Outdoor Dining Guidelines apply to the business use of footways for food premises purposes on all Council owned footways including RMS roads in the Cumberland Council Local Government Area (LGA).

PURPOSE OBJECTIVES

The purpose of these guidelines are to:

To support and implement the Outdoor Dining Policy, the purpose of the Outdoor Dining Guidelines is to:

- set out the principles, requirements, and approvals process for outdoor dining applications;
- Establish the details, requirements, principles and approvals process for outdoor dining applications;
- Address pedestrian accessibility, safety and amenity;
- Promote the reasonable use of Council owned and managed land for outdoor dining associated with adjoining approved businesses;
- Manage the competing needs and interests of pedestrians and business owners by allowing outdoor dining in a manner that improves the usage, quality and image of Council;
- Support local business activity and vitality in Cumberland's commercial areas; and
- Ensure outdoor cafes do not obstruct the safe and reasonable movement of pedestrians and vehicular traffic, and other street activities.

DEFINITIONS

- Activity Approval an approval issued under Section 68 of the Local Government Act 1993 (NSW)
- Footway Approval an approval issued under Section 125 of the

Outdoor Dining Guidelines Date Adopted: 5 February 2020



Roads Act 1993 (NSW)

- Outdoor Dining Area premises that are the subject of an Activity
 Approval or a Footway Approval or both
- LGA the Local Government Are of Cumberland City Council
- Policy refers to this document, and any schedules or annexures to it

HOW TO USE THESE GUIDELINES

Before making an application, applicants must read Council's Outdoor Policy and Guidelines.

The Outdoor Dining Guidelines:

- Provide rules for applicants seeking to use the footways for food and drink purposes;
- Provide information for the public and for applicants seeking to use the road, including the footway for outdoor dining under the Roads Act 1993; or the Local Government Act 1993 for other public spaces; and
- Provide guidance for Council in determining applications for use of the road and other public spaces for outdoor dining.
- Form part of the approval if granted by Council.

DEFINITIONS

Term	Meaning
Approved Area	The approved footway dining area that the Business Operator's tables, chairs and equipment must be placed on, as shown on the survey plan included in the Footway Approval Notice.
Business Operator	A business/person applying for or in receipt of an Outdoor Dining Approval.
Classified Roads	Major arterial roads controlled by the Roads and Maritime Services (RMS) on behalf of the State Government of NSW. A schedule of all classified roads is available on the RMS website.
Council	Cumberland Council
DCP	Means Cumberland Development Control Plan (DCP) 2021.
Development Consent	As defined in the EP&A Act means consent under Part 4 to carry out development and includes, unless expressly excluded, a complying development certificate.
Footway	Means that part of a road as is set aside or formed as a path or way of pedestrian traffic (whether or not it may be used by bicycle traffic).
LGA	The Local Government Area of Cumberland Council.
Outdoor Dining	The use of the public footway by a Business Operator for the purpose of extending the seating space of a restaurant or café in which food is regularly supplied on sale to the public for consumption on the Premises.
Outdoor Dining Approval (Approval)	An approval issued under Section 125 of the Roads Act 1993, granted by Council in accordance with Council's Outdoor Dining Policy and Guidelines.

Page 2



Term	Meaning	
Outdoor Dining Area	Premises that are subject of Outdoor Dining Approval.	
Policy	The document that relates to the Outdoor Dining Policy, and any schedules or annexures to it.	
Premises	A property with an appropriate Development Consent to operate as a restaurant, that is adjacent to the road where the approved area will be located.	
Public Road	Means:	
	Any road that is opened or dedicated as a public road, whether under the Roads Act or any other Act or law, and	
	Any road that is declared to be a public road for the purposes of the Roads Act.	
Restaurant	Premises in which food is regularly supplied on sale to the public for consumption on the Premises, as defined under the Roads Act 1993, and for the purposes of this Policy and Guidelines includes food and drinks premises, pub and small bar.	
Roads Act 1993	Legal legislation in which supports the Outdoor Dining Policy & Guidelines.	

SCOPE

These Guidelines apply to all land which is affected by the Roads Act 1993 and/or is owned by Cumberland City Council. This includes public footpaths, blisters, plazas and public squares that are within the public domain and would ordinarily be used by the public for pedestrian movement or recreation. These areas are generally located immediately adjacent to restaurants and cafes in the commercial business centres of Cumberland.

GUIDELINES

Outdoor dining areas are only permitted in association with an approved food business and the applicant is the owner/proprietor of that food business, and only in locations that do not cause an impediment to other users of footpaths.

OUTDOOR DINING APPROVAL

These Guidelines apply to food business operators such as restaurants, cafes, takeaway venues, smalls bars wishing to occupy the footway immediately adjacent to the premises in Cumberland Commercial Business Centres. This includes public footpaths, plazas and public squares that are within the public domain and would ordinarily be used by the public for pedestrian movement or recreation. These Operators must apply to Council for an Approval under the Roads Act 1993.

Before an application is made for an Approval the Business Operator must ensure that the operation of the Premises has an appropriate Development Consent.



DEVELOPMENT EXEMPTIONS AND REQUIREMENTS

The use of a footway for outdoor dining associated with the sale of lawful food and drink premises is exempt under the State Environmental Planning Policy (Exempt and Complying Development Codes 2008) if the use is not associated with a pub or small bar.

Exempt development does not require planning approval. However:

- The business operation must have a current Development Approval (DA) from the relevant authority to operate; and
- The business operation cannot rely on existing use rights under the current Development Approval to operate footway dining.
- The use of the footway associated with a pub or small bar requires Development Consent under the EP&A Act.

a. ROADS ACT 1993 (NSW)

An approval is issued by Council under section 125 of the Roads Act.

An approval allows a person who conducts an approved food operation adjacent to the footway of a public road:

- To use part of the footway for the purposes of serving food and beverage;
- Subject to the conditions (including conditions as payment of rent) as determined by Council.
- Not exceeding the term as set out by Council which is three (3) years.

1. LOCATION REQUIREMENTS

Generally, the preferred location of an outdoor dining area is directly adjacent to the indoor location of the parent food business, rather than being separated by a pedestrian thoroughfare. However, location of outdoor dining areas needs to be balanced with other locational factors.

To ensure pedestrian circulation is maintained on busy retail streets, streets with widened footpaths, or streets that extend beyond 100m in length, all outdoor dining areas must be located away from the shop front. In all other locations, the outdoor dining area must abut the shop front, subject to tables and chairs not impeding the flow of pedestrians, particularly those who may have a disability or be vision impaired (Table 1).

Table 1: Locational Requirements

Street/Centre	Outdoor dining locational requirements
	Away from shopfront, adjacent to kerb. The Auburn Town Centre Public Domain Plan 2009 identifies areas of widened footpath within the town centre core where outdoor dining activities may occur subject to consent. These areas are clearly defined and separated from areas of public open space, to ensure a balance of activities along the street (refer to map at Annexure 1 of the Cumberland Outdoor Dining Policy)
Granville Town Centre	Away from shopfront, adjacent to kerb.

Outdoor Dining Guidelines Date Adopted: 5 February 2020 Page 4

C04/24-500 – Attachment 4 Page 539



Guildford Town Centre	Away from shopfront, adjacent to kerb.
Merrylands Town Centre	Away from shopfront, adjacent to kerb.
Pendle Hill Town Centre	Away from shopfront, adjacent to kerb.
Toongabbie Town Centre	Away from shopfront, adjacent to kerb.
Wentworthville Town Centre	Away from shopfront, adjacent to kerb.
All other locations	Subject to approval, outdoor dining areas must be located adjacent to the shopfront. Where footpath width is insufficient to allow outdoor dining and sufficient pedestrian circulation space, outdoor dining will not be permitted.

C04/24-500 – Attachment 4



1.1 Minimum Footpath Width

Pedestrians should not be forced on to the road or carriageway by the proposed footway area. Outdoor dining will generally only be considered on footpaths that have a <u>minimum</u> width of 3.6m. In situations where the footpath is less than 3.6m, consideration will be given on a case by case basis.

A minimum unobstructed pedestrian corridor of 2.0m must be maintained within the 3.6m corridor to allow for continuous accessible paths of travel at all times. Council may increase this minimum clearance where circumstances, such as pedestrian traffic, warrant it.

In situations where parking is permitted adjacent to the footpath dining area, a distance of at least 600mm from the kerbside must be kept clear to allow car doors to open (Figure 1). If the food business is located adjacent to a Disabled Parking Space, a clearance of 1.3m from the kerb must be maintained to allow access for wheelchairs.

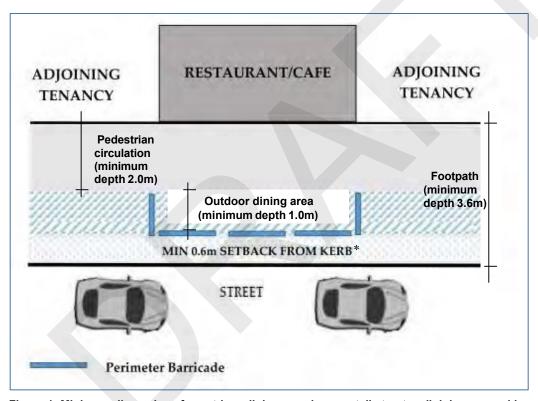


Figure 1: Minimum dimensions for outdoor dining on primary retail streets adjoining car parking.



Where parking is not permitted adjacent to the footpath dining area, a perimeter barricade may be positioned adjacent to the kerb (Figure 2).

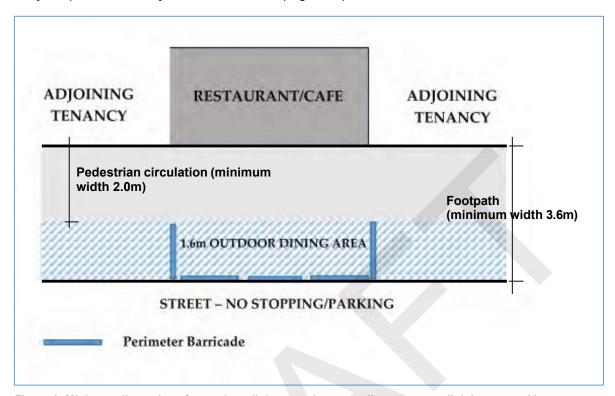


Figure 2: Minimum dimensions for outdoor dining on primary retail streets not adjoining car parking.

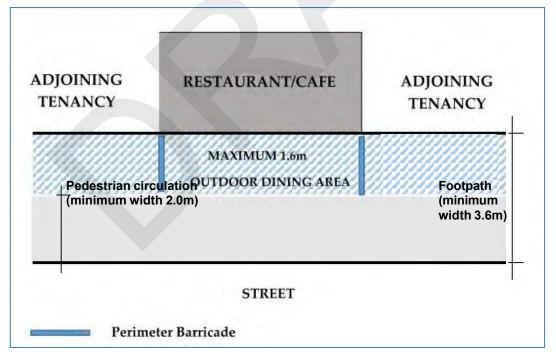


Figure 3: Dimensions for outdoor dining for all other locations with or without parking adjoining

C04/24-500 - Attachment 4



1.2 Corner Locations

Outdoor dining areas are not permitted on corner locations at street intersections. In locations where the business premises are located next to an intersection a clear unobstructed line of sight must be maintained for turning vehicles.

The minimum setback area from the outdoor dining area will be determined by a line of sight from the corner, which is set at a 45° angle from the corner of the building. In situations where the corner building has a splayed frontage, the 45° angle can be interpreted from the splayed building line.

An application may be refused based on safety concerns where an outdoor dining area obstructs the clear view line of pedestrians and/or motorists (Figure 4).

Parameters as per figures 1 & 2

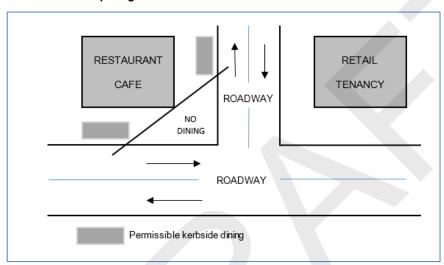


Figure 4: Minimum dimensions for corner locations.

2. SITE CONDITIONS AND ASSOCIATED WORKS

The surface area of the footpath must be sufficiently level to support a functional and accessible outdoor dining area, and the safe use of furniture and associated structures.

In the event that a business operator wishes to undertake associated streetscape works to accommodate an outdoor dining area, all works must be undertaken or approved by Council prior to works commencing and paid for by the approval holder.

3. DEFINING THE OUTDOOR DINING AREA

The minimum practical depth for outdoor dining is 1.0 metre which allows for 2 chairs and one table. All boundaries of the approved seating area must be appropriately identified by markers; typically by the use of metal studs/discs that are flush with the paved surface. These will should be installed by Council the applicant at the applicant's expense- in accordance with Council's requirements.

The markers must remain in place throughout the duration of the approval and must not be removed or their position altered without Council approval. All furniture, including umbrellas and plants must be kept strictly within the boundaries of the approved seating area at all times.

Date Adopted: 5 February 2020 Page 8

Outdoor Dining Guidelines



3.1 Perimeter Barricades

Low height screens with a maximum height of 600mm (e.g. framed fabric) are to be used to delineate the outdoor dining area. Advertising covering not more than 30% of the area of each screen may be permitted. Bollards with chains will not be permitted as this does not provide an adequate safety barrier between restaurant patrons and passing pedestrian traffic.

The proposed perimeter barricade will be assessed on merit and considered in the context of the surrounding streetscape, flooding/overland flow path areas and Council's Public Domain policies. Council staff are available to assist in providing advice as to what form of barrier would be appropriate.

If it is determined that additional safety protection is required following a risk assessment, Council may require energy absorbing bollards (EABs) to be installed to shield patrons from potential dangers of out-of-control vehicles. This will be determined with the assessment of the application.

3.2 Use of footpath area outside an adjoining property

The use of a footpath is limited to the area located directly in front of the approved restaurant/café that is the subject of the outdoor dining activity only.

4. CONSTRUCTION ZONES

An approved outdoor dining area is not permitted to operate in areas that immediately adjoin or surround a construction/work zone. A minimum setback of 3m from construction zones must be provided at all times to protect patrons from any potential dangers.

Council reserves the right to temporarily suspend or cancel an agreement to ensure public safety during major construction projects. A period of 14 days' notice will be given to the approval holder in these circumstances.

Where an agreement is suspended or cancelled, Council will not be liable for any compensation to the approval holder under any circumstances.

5. FURNITURE & ACCESSORIES

Outdoor dining areas make a positive contribution to the character of the streets and public spaces. They are to appear as temporary uses of the public domain, not as permanent fixtures. The type of furniture and permanent shade structures (requiring prior approval) that is used in an outdoor dining area can often influence the atmosphere and general feeling of the space. It is Council's aim to ensure that all furniture is of a high standard in appearance and style and is respecting of the disabled and vision impaired. Subsequently, approval holders must give consideration to providing a minimum of 1:10 chairs with armrests.

C04/24-500 - Attachment 4

Page 10



5.1 Outdoor dining furniture requirements

Outdoor dining furniture:

- Satisfy relevant Australian Standards;
- Must be strong, durable, weather resistant and robust designed that withstands the wear and tear of outdoor commercial usage;
- Must be made from high quality commercial materials to enhance the character of the street; [Note: domestic quality furniture will not be permitted];
- Must be of non-lightweight construction so as not to be easily blown around in strong winds;
- Must be capable of being removed or retracted without difficulty from the outdoor space on a daily basis;
- Should be of a colour and style that provides consistency with the associated restaurant/café;
- The use of mismatched tables and chairs is not permitted;
- The surface of table tops must be non-reflective;
- Must not have any sharp edges or moving parts that could present as a potential safety hazard to patrons;
- Is to be flood compatible if located within an identified flooding/overland flow path area:
- Is to be capable of accommodating a wheelchair;
- Accessories such as amplification equipment, dumbwaiters or cash registers are not permitted in outdoor dining areas; and
- The colour scheme of the proposed furniture will be assessed on merit and considered in the context of the surrounding streetscape;
- Must not cause damage to the footpath;
- Must have an open appearance, and must not be cluttered.

5.2 Furniture Layout

Outdoor Dining Guidelines

Furniture placement should be commensurate with the size and shape of the available space. The width of the footpath will determine the depth of the outdoor dining area.

The location of all furniture and barriers must not extend beyond the boundaries of the approved seating area. The approval holder is responsible to ensure patrons maintain furniture within the boundaries of the approved seating area at all times.

Furniture layout is to be capable of accommodating a wheelchair.

6. SHADE STRUCTURES, AWNINGS AND BLINDS

All shade structures and awnings must comply with any condition of approvals and the following requirements:

 no shelter for weather protection may be erected or installed in or about an outdoor dining area without Council's prior written approval;

Date Adopted: 5 February 2020

C04/24-500 – Attachment 4 Page 545



- must not be attached to or above the awning;
- be of a single colour and style to provide consistency and identity and must be compatible with the surrounding streetscape;
- not cause significant overshadowing of the footpath or reduce the amenity of the public domain by creating a large enclosed space;
- blinds/plastic sheeting must be well maintained, including regular cleaning;
- if blinds/plastic sheeting are damaged or become discoloured, they must be removed and replaced, as determined by Council;
- must not obstruct views to neighbouring premises and those opposite;
- where footpath awnings do not exist over the area proposed for outdoor dining, removable or temporary shade structures such as outdoor umbrellas are permissible, subject to approval by Council;
- umbrellas must be fixed at a minimum height of 2.1 metres so as to not interfere with passing footpath or vehicular traffic or pedestrian view lines;
- umbrellas must be of a commercial quality;
- whilst clear, transparent, and colourless plastic blinds are permitted, they may
 only be used where it can be demonstrated that the amenity of the surrounding
 streetscape and pedestrian safety will not be compromised, and will not have an
 impact on flooding/overland flow within an identified area;
- opaque or coloured blinds are not permitted;
- plastic blinds must be raised or removed during fine weather;
- plastic blinds are permitted on a maximum of 3 sides of the outdoor dining area; and
- all structures and furnishings in an Outdoor dining area must be able to be move
 to allow Council staff and Utilities staff (e.g. gas, water, telecommunications etc.)
 access to public infrastructure. Council will not be liable for any costs, expenses or
 losses resulting from the public infrastructure being accessed.

7. HEATING DEVICES

- Where the use of a heating device is proposed, details of the type, location and design must be included with the application;
- All heating devices must comply with the laws and requirements relating to them (including without limitation, AS 4565-2004 Radiant Gas Heaters);
- To prevent injury and ensure the safety of patrons, the device must be capable of being turned off automatically if overturned; and
- Access to the gas mains and use of electrical extension cords are not permitted.

8. STORAGE FACILITIES

Adequate storage facilities must be provided in the associated restaurant/café or in the building containing the restaurant/café for tables, chairs, umbrellas, heating devices, etc., when not in use.

It is necessary that those with outdoor dining licenses are responsive to extreme weather warnings, and secure or take in unsecured outdoor dining furniture during severe weather occurrences.

Outdoor Dining Guidelines Date Adopted: 5 February 2020 Page 11



Storage of LPG devices are to be compliant with Australian Standard AS/NZS 1596:2008 requirements in regards to safe storage of flammable gases and comply with the Food Act 2003.

SafeWork NSW require portable LPG devices not to be permitted to be stored in commercial kitchens and must be stored in a well ventilated area.

9. TOILET FACILITIES

An outdoor dining area may result in an increase in the seating capacity of an associated restaurant/café. Subsequently this leads to the need to increase toilet facilities for customers and staff.

Toilet facilities must be available for patrons when the combined seating capacity of both internal and external dining area is greater than 20 places either on the premises or within 80m walking distance of the outdoor dining area.

Members of the public are not permitted to access toilet facilities via any food handling and/or food preparation area within the premises.

10. SIGNAGE/ADVERTISING

All signage and advertising associated with an outdoor dining area must be in keeping with the surrounding streetscape and pedestrian environment and comply with the following requirements:

- Advertising and Signage Controls of Auburn Development Control Plan 2010, Holroyd Development Control Plan 2013, and Parramatta Development Control Plan 2011;
- Advertising of a single company or business is permissible on outdoor furniture, such as outdoor umbrellas, as long as the advertising is not dominant on the structure and covers no more than 30% of any surface;
- Hanging advertisements from shade structure is not permissible;
- No private restaurant/café advertising is permitted on any Cumberland City Council street furniture;
- No liquor or tobacco advertising is permitted on any item within the outdoor dining area, nor is advertising permitted on planter boxes; and
- Details of all signage and advertising, including menu boards, must be submitted for approval as part of the application.

11. LIGHTING

To ensure the safety and amenity for patrons and pedestrians, adequate lighting must be provided where outdoor dining occurs outside daylight hours. Freestanding lighting will not be permitted. Full details must be included with the application and be in accordance with the Australian Standard AS/NZS 1158 3.1:1999 Pedestrian Area (Category P) Lighting.

12. DRAINAGE

Outdoor Dining Guidelines

Depending on the size and location of the proposed outdoor dining area, additional drainage works may be required. This will be determined by Council's engineers at time of assessment. If additional works are required, these will be carried out by Council at the applicant's expense.

Date Adopted: 5 February 2020 Page 12



13. NO SMOKING LEGISLATION

In accordance with Section 6A of the Smoke Free Environment Act 2000, smoking is prohibited in all outdoor dining areas and within 4 metres of the pedestrian access point to the restaurant building.

14. OPERATIONAL MATTERS

14.1 Conduct of Business

It is the business operators' responsibility to:

- Ensure the outdoor dining area does not intrude or impact on the amenity of neighbouring shops or surrounding street activities;
- Monitor and manage the behaviour of patrons;
- Ensure that staff practise responsible service of alcohol;
- Monitor noise and disturbances to adjoining premises;
- Minimise the potential for personal injury;
- Ensure patrons keep furniture within the boundaries of the approved seating area and the designated pedestrian zone is clear of all obstacles at all times;
- All food and drink is prepared within the approved restaurant/café and not in the area agreed for outdoor dining;
- Ensure that the sale and serving of alcoholic beverages within the outdoor dining area fully complies with prior Council approval and the appropriate liquor license obtained from the Liquor and Gaming Legislation Amendment Act 2018 (NSW liquor laws);
- Maintain that the hours of operation are consistent with the associated restaurant/café; [Note: the hours of operation for the outdoor dining areas may be limited if it is considered that the amenity of the surrounding area or the safety of pedestrians or footpath diners could adversely be affected];
- Remove all tables and chairs and other features (heating devices, menu boards, etc.) from the footpath and ensure they are stored within the building outside business operation hours;
- Ensure that any amplified music within the outdoor dining area is recorded music and played at not more than 5dba above background noise level; and
- Ensure that the outdoor dining area remains smoke free at all times in accordance with the Smoke Free Environment Act 2000.

14.2 Agreement and Rental Cost

Outdoor Dining Guidelines

Once Council approves an application, written notification will be issued to the approval holder stipulating the conditions of approval. Upon receipt of the approval, the approval holder is then required to produce a copy of their public liability insurance and payment of appropriate fees and bond to Council. An outdoor dining agreement will then be issued to use and occupy the footpath in accordance with conditions of approval.

The agreement, which must be signed by the approval holder, will detail the provision for an annual rental fee based on a square metre basis.

All fees are set by Council each year as part of its fees and charges. Council's fees and charges document is available on the website (www.cumberland.nsw.gov.au). Approval

Date Adopted: 5 February 2020



holders may also inquire at Council's Customer Service Desk as to current fees applicable.

14.3 Public Display of Agreement

Prior to the opening of the outdoor dining area, a laminated copy of the agreement must be prominently displayed in the front window of the restaurant/café, together with an A4 copy of the approved layout showing the number of tables and chairs.

14.4 Transfer of Approval

Council may at its discretion, consent to transfer an approval and agreement to another party upon receiving written request. If agreed, the transfer will be conditional upon the transferee entering into an identical agreement for the residue of the term of the approval and proof of their public liability insurance policy.

14.5 Public Liability

The business operator is required to maintain a valid public liability insurance policy for a minimum of twenty million dollars (\$20,000,000).

The policy must:

- Indemnify Cumberland City Council against any public liability claims within the area between the front property boundary of the shop and the kerb line for the full frontage of the shop;
- Be in force at all times that goods are displayed. Upon annual renewal, the business
 operator must send a copy of the renewal to Council. Proof of currency must be
 kept on the premises and produced on demand by any authorised Council officer;
 and
- The policy should be on an "occurrence based" wording to ensure that actions arising through the course of an insurance period are covered if the claims arise in future years.

14.6 Maintenance and Cleaning

The approval holder is responsible for cleaning the approved outdoor dining area and ensuring that the area is clean and well-maintained in strict compliance with the conditions of the approval.

All furniture must at all times be maintained in a physically sound and aesthetically acceptable condition to Council's satisfaction.

14.7 Waste Disposal

Street rubbish bins are not to be used for the disposal of waste and the approval holder must have suitable arrangement for commercial waste collection services. A copy of the approval must be attached with application.



15. APPROVAL PROCESS

Council approval is required prior to establishing an outdoor dining area and the erection of any shade structures / heating on the footpath pursuant to:

- Local Government Act 1993; and
- Roads Act 1993.

Any business that applies for approval to establish an outdoor dining area must have current development consent to occupy the associated shop. If approval has not been granted, the application will not be considered.

All requests for outdoor dining must be made on the appropriate application form, copies of which are available from Council's website www.cumberland.nsw.gov.au or at Council's Customer Service Centre, 16 Memorial Avenue, Merrylands. All applications must be accompanied by payment of the prescribed application fee (as per Council's adopted Fees and Charges Policy) and all relevant documentation.

15.2 Council Owned Land

The written authority of the General Manager or delegate will be required to be obtained to formally lodge an application to occupy Council owned footpaths. The application form contains provision for the General Manager's or delegate's signature. If the application is complete, it will be referred to the General Manager or delegate for signature. Incomplete applications will be returned to the applicant.

Once the General Manager's signature has been obtained the applicant will be contacted to pay the appropriate fees upon which the application can be lodged and formal assessment will commence. The signature of the General Manager does not infer that approval will be granted.

15.3 How to Apply

State Environmental Planning Policy (Exempt and Complying Development Codes) 2008 has provisions for outdoor dining to be undertaken as exempt development, subject to the outdoor dining area being associated with a lawful food and drink premises and the following criteria being satisfied:

That the development must:

- a) not be associated with a pub or a small bar;
- b) be carried out in accordance with an approval granted under section 125 of the <u>Roads Act 1993</u>, including in accordance with any hours of operation to which the approval is subject; and
- c) be carried out in accordance with any approval granted under section 68 of the Local Government Act 1993.

The food and drink premises is required to be subject to a current and valid development consent. If this is not the case, development consent for the food and drink premises is required to be obtained prior to the lodgment of any outdoor dining application.

Awnings and fixed structures are required to seek consent through either a Complying Development Certificate (CDC) or a Development Application (DA)/Construction Certificate (CC). Note that a DA will apply in the instance that the development is unable to satisfy the criteria for complying development.

Date Adopted: 5 February 2020 Page 15

Outdoor Dining Guidelines



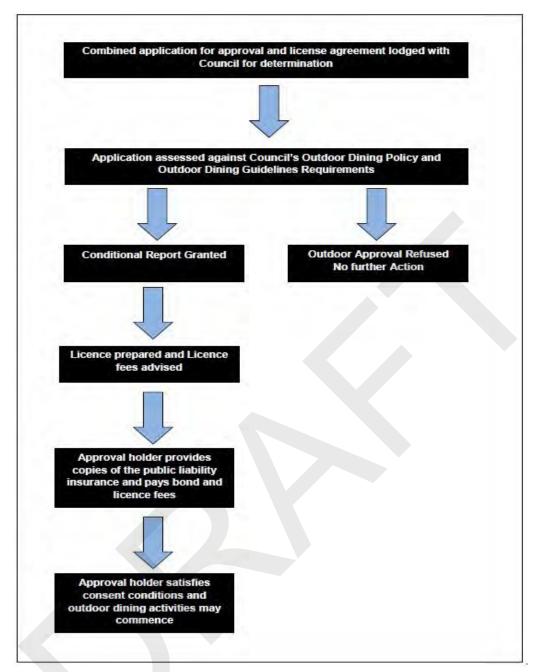


Figure 5: Outdoor Dining Approval Process

15.4 Information to be lodged with an Application

This application must be accompanied by the prescribed fee and the following information:

- Written authority of the land owner to lodge the application;
- A copy of the Development Consent pertaining to the associated restaurant/café;
- Colour photographs of the site and surrounding areas, including the paved footpath area – (Note: where the existing paved area will be disturbed as part of new construction works, details are to be provided of new paving);
- Four (4) copies of a site plan/footpath area drawn to a professional standard at a scale of 1:100 detailing:
 - 1. Street name and north point; Street name and north point;

Page 16



- Property boundary and entry points, boundaries of the proposed seating area and of adjoining tenancies;
- 3. Kerb line of the street;
- 4. Width of the footpath from outside face of kerb to building line, and the length of the building frontage associated with the cafe;
- Building line of the shop and adjacent shops either side;
- Location of all existing features and permanent features of the streetscape such as existing awnings, bus stops, taxi zones, traffic signs, poles, waste bins, pedestrian lights, bollards, planter boxes, trees, light poles, pits, fire hydrants and car parking;
- 7. Proposed location and configuration of all tables, chairs, umbrellas, shade structures, planter boxes, including all setback dimensions;
- 8. Any adjoining outdoor dining area;
- 9. Full dimensional details and photographs of proposed umbrellas or shade structures;
- 10. Cross section through the site indicating heights of shade structures, barriers etc. in relation to shop front and awnings;
- 11. Proposed shop names or logos which are to be included on any furniture in the approved area or as part of the umbrella design;
- 12. Details of any proposed external lighting showing the type of fixtures and their proposed placement; and
- 13. Details of any proposed heating devices including the type, capacity, design and location—to ensure the safety of patrons and prevent injury, the device must be capable of been turned off automatically if overturned.
- 14. Full details of the number of tables and chairs including manufacturer's brochures, specifications and photographs, and any other furniture that may be proposed. Council must be satisfied that the designated area is capable of accommodating the maximum number of tables and chairs that are proposed. Whilst Council recognises that the actual number of tables and chairs and their configuration may vary according to demand, it is the business operator's responsibility to ensure that a 2.0m pedestrian corridor is maintained at all times. This will be strictly enforced;
- 15. A written statement detailing the proposed hours of operation; storage of furniture; cleaning of the footpath and furniture; lighting and music;
- 16. Fees in accordance with Council's Schedule of Fees and Charges; and
- 17. Liquor License.

The application will be notified to neighbouring property owners and business proprietors in accordance with Council's Notification Policy.

The submission of an application does not imply automatic approval.

16. FEES

All fees and the appropriate bond will be charged in accordance with Council's adopted fees and charges. Fees are calculated on a square metre basis.

The three zones are *B1 Neighbourhood Centre*; B2 Local Centre and *B4 Mixed Use*. The minimum practical depth for outdoor dining is 1.0 metre which allows for 2 chairs per table.

Outdoor Dining Guidelines

Date Adopted: 5 February 2020

Page 17



Where any charge, fee, supply of products or services under this policy is subject to a goods and services tax (GST), an amount equal to the GST paid or payable in respect of the charge, fee, supply of products or services, shall be included in the amount of consideration paid or payable under this policy.

17. PERMIT RENEWAL AND CANCELLATION

An Outdoor Dining approval is valid for 3 years upon approval and may be cancelled or amended if:

- The operator fails to comply with the permit conditions; or
- There are changed conditions affecting the outdoor dining area in its particular location.
- e.g. an increased risk to health or safety; or
- The operator fails to comply with all relevant legislation, including but not limited to the Smoke Free Environment Act 2000. Non-compliance with legislation may lead to enforcement action by Council which may include fines and/or termination of outdoor dining approvals.

Other valid reasons that may necessitate an approval being cancelled include matters as streetscape upgrades and/or refurbishment. Council will only renew an approval after a review of health and safety conditions are undertaken to ensure compliance with policy guidelines and a history check of past operations.

18. HOURS OF OPERATION

Outdoor dining shall only operate during the normal hours of operation of the approved parent business. Trading beyond these hours may result in an immediate cancellation of the approval.

19. LEGAL AND OTHER COSTS

The approval holder is required to pay all legal and other costs incurred by Council in the preparation and execution of the licence. Any additional costs incurred by Council will also be payable by the approval holder.

RELATED LEGISLATION

- Local Government Act 1993 (NSW)
- Work Health and Safety Act 2011
- Food Act 2003 (NSW)
- Smoke Free Environment Act 2000 (NSW)
- Auburn Local Environmental Plan 2010
- Holroyd Local Environmental Plan 2013
- Parramatta Local Environmental Plan 2011
- Environmental Planning & Assessment Act 1979 (NSW)
- Roads Act 1993 (NSW)
- Liquor and Gaming Legislation Amendment Act 2018

RELATED DOCUMENTS AND COUNCIL POLICY

Cumberland City Council Outdoor Dining Policy

Date Adopted: 5 February 2020 Page 18

Outdoor Dining Guidelines



BARRIERS

- Barriers should only be used to separate an approved area from traffic and or parked cars or otherwise on the side of an approved area to separate it from the adjoining businesses and must not be a rope or chain.
- Barriers must be used where required by approval.

AWNING

All shade structures and awnings must comply with any condition of approvals and the following requirements.

No shelter for weather protection may be erected or installed in or about an outdoor dining area without prior Council Development Consent.

It is mandatory that the shop front awning is inspected by an appropriately qualified structural engineer to determine the awnings structural adequacy to withstand and support loads in accordance with 1170.2- Minimum design Load on Structures – Wind.

All costs and risk associated with the approval, erection, maintenance and removal of the structure are to be paid and or borne by the business operator/approval holder of an approved area.

UMBRELLA/SHADE STRUCTURE

- Where footpath awnings do not exist over the area proposed for outdoor dining, removable or temporary shade structures such as outdoor umbrellas are permissible, subject to approval by Council;
- Temporary Umbrellas must be fixed at a minimum height of 2.1 meters so as to not interfere with passing footpath or vehicular traffic or pedestrian view lines;
- Temporary Umbrellas must be of a commercial quality; should be of a fabric or matte-finish with a safe, simple, solid and compact sturdy base that is wind proof and does not cause a trip hazard;
- Temporary Umbrella stands must be placed in the approved area and must not extend on to the roadway;
- If more than one umbrella is used, they must be the same type and not connected in any way;
- Side panels coming down from the umbrellas will not be permitted. Umbrellas must be closed and removed from the footway during periods of strong wind;
- Must not be attached to or above the awning;
- Must be of a single colour and style to provide consistency and identity and must be compatible with the surrounding streetscape;
- Must not cause significant overshadowing of the footpath or reduce the amenity of the public domain by creating a large, enclosed space.

Date Adopted: 5 February 2020 Page 19



BLINDS

- Blinds must not be attached to or above the awning;
- Blinds/plastic sheeting must be well maintained, including regular cleaning;
- If blinds/plastic sheeting are damaged or become discoloured, they must be removed and replaced, as determined by Council;
- Blinds must not obstruct views to neighbouring premises and those opposite;
- Whilst clear, transparent, and colourless plastic blinds are permitted, they may only be used where it can be demonstrated that the amenity of the surrounding streetscape and pedestrian safety will not be compromised, and will not have an impact on flooding/overland flow within an identified area;
- Opaque or coloured blinds are not permitted;
- Plastic blinds must be raised or removed during fine weather;
- Plastic blinds are permitted on a maximum of 3 sides of the outdoor dining area;
- Blinds must be must be removeable to allow Council and Utility Contractors (e.g. gas, water, telecommunications etc.) access to public infrastructure.
- Council will not be liable for any costs, expenses or losses resulting from the public infrastructure being accessed.

OUTDOOR HEATING DEVICES

- Must be located in the approved area;
- All heating devices must comply with the laws and requirements relating to them (including without limitation, AS 4565-2004 Radiant Gas Heaters);
- Where the use of a heating device is proposed, details of the type, location and design must be included with the application;
- To prevent injury and ensure the safety of patrons, the device must be capable of being turned off automatically if overturned;
- Heaters must turn off automatically if overturned to prevent injury and ensure the safety of patrons;
- Only be turned on when the approved area is being used by customers;
- Must only be operated by the business operator or business employees who have received relevant training;
- Access to the gas mains and use of electrical extension cords are not permitted;
 and
- Must be turned off and safely stored onside the premises when not used.

STORAGE FACILITIES

 Adequate storage facilities must be provided in the associated restaurant/cafe or in the building containing the restaurant/café for tables, chairs, umbrellas, heating devices, etc., when not in use.

C04/24-500 - Attachment 4



- It is necessary that those with outdoor dining licenses are responsive to extreme
 weather warnings, and secure or take in unsecured outdoor dining furniture during
 severe weather occurrences.
- Storage of LPG devices are to be compliant with Australian Standard AS/NZS 1596:2008
- requirements in regard to safe storage of flammable gases and comply with the Food Act 2003.
- SafeWork NSW require portable LPG devices not to be permitted to be stored in commercial kitchens and must be stored in a well-ventilated area.

TOILET FACILITIES

- An outdoor dining area may result in an increase in the seating capacity of an associated restaurant/café. Subsequently this leads to the need to increase toilet facilities for customers and staff.
- Toilet facilities must be available for patrons when the combined seating capacity of both internal and external dining area is greater than 20 places either on the premises or within 80m walking distance of the outdoor dining area.
- Members of the public are not permitted to access toilet facilities via any food handling and/or food preparation area within the premises.

SIGNAGE/ADVERTISING

All signage and advertising associated with an outdoor dining area must be in keeping with the surrounding streetscape and pedestrian environment and comply with the following requirements:

- Advertising and Signage Controls must comply with Cumberland Development Control Plan (DCP) 2021;
- Advertising of a single company or business is permissible on outdoor furniture, such as outdoor umbrellas, as long as the advertising is not dominant on the structure and covers no more than 30% of any surface;
- Hanging advertisements from shade structure is not permissible.
- No private restaurant/cafe advertising is permitted on any Council street furniture;
- No liquor or tobacco advertising is permitted on any item within the outdoor dining area, nor is advertising permitted on planter boxes; and
- Details of all signage and advertising, including menu boards, must be submitted for approval as part of the application.

LIGHTING

- To ensure the safety and amenity for patrons and pedestrians, adequate lighting must be provided where outdoor dining occurs outside daylight hours.
- Freestanding lighting will not be permitted.
- Full details must be included with the application and be in accordance with the Australian Standard AS/NZS 1158 3.1:1999 Pedestrian Area (Category P) Lighting.

Outdoor Dining Guidelines Date Adopted: 5 February 2020 Page 21



- Lighting must be non-invasive to adjoining businesses and or residences; and
- Must be located within the approved area.

MUSIC

Ensure that any amplified music within the outdoor dining area is recorded music and played at not more than 5dba above background noise level. The business operator is responsible for obtaining any relevant licences to play music.

NO SMOKING LEGISLATION

All applicants must comply with relevant legislation, including the Smoke Free Environment Act 2000.

LIQUOR LICENCES

- A pub or small bar must have Development Consent (DC),and will also require an Approval to use the footway for dining purposes. The Approval may be subject to different conditions than those specified in the DC;
- Food Operators that do not have a liquor licence may make an application for the issue of a liquor licence which includes the approved area without prior written consent from Council in its capacity as landowner;
- Food Operators wishing to sell liquor must have an appropriate Liquor Licence which includes the approved area and must comply with the terms of their liquor licence and the Liquor Act 2007 (NSW);
- The services of alcohol in the approved area is restricted to seated patrons;
- Failure to comply with the liquor licence or Liquor Act may result in termination of an approval.

FOOTWAY TRADING HOURS

Outdoor Dining approval trading hours shall only operate during the normal hours of operation of the approved parent business. Trading beyond these hours may result in an immediate cancellation of the approval and subject to each individual operators approved DA.

DRAINAGE

- Depending on the size and location of the proposed outdoor dining area, additional drainage works may be required. This will be determined by Council's engineers at time of assessment.
- If additional works are required, these will be carried out by Council at the applicant's expense.

MAINTENANCE, CLEANING AND WASTE DISPOSAL

- The Business Operator using the approved area must maintain the area by regular cleaning throughout the day and at the close of trade day.
- All furniture must at all times be maintained in a physically sound and aesthetically acceptable condition to Council's satisfaction.

Outdoor Dining Guidelines Date Adopted: 5 February 2020 Page 22



- Waste and Litter must be removed promptly from the approved area and disposed of properly.
- Public bins are not to be used for the disposal of waste by the Business Operator and the approval holder must have suitable arrangement for commercial waste collection services. A copy of the approval must be attached with application.
- Business Operators must not use disposable tableware in the approved areas.
- Approved areas should be kept dry swept and solid waste disposed of appropriately or recycled where possible.
- Washing down of the approved area must only be done in compliance with Sydney Water rules and regulations. Wet cleaning waste should be disposed safely and appropriately.

OPERATIONAL MATTERS

Conduct of Business

It is the business operator's responsibility to:

- Ensure the outdoor dining area does not intrude or impact on the amenity of neighbouring shops or surrounding street activities;
- Monitor and manage the behavior of patrons;
- Ensure that staff practice responsible service of alcohol;
- Monitor noise and disturbances to adjoining premises;
- Minimise the potential for personal injury;
- Ensure patrons keep furniture within the boundaries of the approved seating area and the designated pedestrian zone is clear of all obstacles at all times;
- All food and drink is prepared within the approved restaurant/café and not in the area agreed for outdoor dining;
- Ensure that the sale and serving of alcoholic beverages within the outdoor dining area fully complies with prior Council approval and the appropriate liquor license obtained from the Liquor and Gaming Legislation Amendment Act 2018 (NSW liquor laws);
- Maintain that the hours of operation are consistent with the associated restaurant/cafe; [Note: the hours of operation for the outdoor dining areas may be limited if it is considered that the amenity of the surrounding area or the safety of pedestrians or footpath diners could adversely be affected];
- Remove all tables and chairs and other features (heating devices, menu boards, etc.) from the footpath and ensure they are stored within the building outside business operation hours;
- Ensure that any amplified music within the outdoor dining area is recorded music and played at not more than 5dba above background noise level; and
- Comply with relevant legislation, including the Smoke Free Environment Act 2000.

C04/24-500 - Attachment 4



Public Liability

The business operator is required to maintain a valid public liability insurance policy for a minimum of twenty million dollars (\$20,000,000). The policy must:

- Indemnify Council against any public liability claims within the area between the front property boundary of the shop and the kerb line for the full frontage of the shop;
- Be in force at all times that goods are displayed. Upon annual renewal, the business operator must send a copy of the renewal to Council. Proof of currency must be kept on the premises and produced on demand by any authorised Council officer; and
- The policy should be on an "occurrence based" wording to ensure that actions arising through the course of an insurance period are covered if the claims arise in future years.

Agreement and Rental Cost

Once Council approves an application, written notification will be issued to the approval holder stipulating the conditions of approval. Upon receipt of the approval, the approval holder is then required to produce a copy of their public liability insurance and payment of appropriate fees and bond to Council. An outdoor dining agreement will then be issued to use and occupy the footpath in accordance with conditions of approval.

The agreement, which must be signed by the approval holder, will detail the provision for an annual rental fee based on a square meter basis.

All fees are set by Council each year as part of its fees and charges. Council's fees and charges document is available on the website (www.cumberland.nsw.gov.au). Approval holders may also inquire at Council's Customer Service Desk as to current fees applicable.

Public Display of Agreement

Prior to the opening of the outdoor dining area, a laminated copy of the agreement must be prominently displayed in the front window of the restaurant/cafe, together with an A4 copy of the approved layout showing the number of tables and chairs.

An Approval can't be sold, reassigned or transferred

The Approval applies to the Business Operator that applied for and received the Approval for the Outdoor Dining Area.

The approval cannot be sold, reassigned or transferred.

If the business is sold or leased to another party or entity then the new owner or tenant will need to make an application for a new approval.

Revoking, suspending, or amending an Outdoor Dining Approval

As an Outdoor Dining approval is an activity occurring on a public road or footpath, Council

Outdoor Dining Guidelines Date Adopted: 5 February 2020 Page 24



may as a Roads Authority may revoke, suspend or amend the approval at any time and for any reason.

Specific circumstances where Council may revoke, suspend or amend an Approval include but are not limited to:

- The conditions of the Outdoor Dining approval being breached (including the nonpayment of rent);
- The use of the footpath/approved area for the purposes of the Approval is causing public safety and or public access is compromised;
- The conditions of the liquor licence or Liquor Act are breached;
- The use of the Footpath is causing a disturbance to the adjoining business operators and neighbourhood and residents;
- The approved Outdoor Dining Area is needed for Public Infrastructure works;
- The approved Outdoor Dining Area is needed for a Special Event; or
- The Approved Outdoor Dining Area is needed to manage the flow of pedestrians or vehicle traffic.

Repeated or continuous breaches or failure to comply with an existing Approval and/or the reasonable directions of Council officers including but not limited to Compliance Officers may result in the early termination of an Approval, and all paid fees and rental paid in advance will not be refunded and all subsequent applications are made by the offending party and/or their associated businesses may not be considered.

Outdoor Dining Approval

An Outdoor Dining approval is valid for 3 years upon approval and may be cancelled or amended if:

- The business operator fails to comply with the permit conditions; or
- There are changed conditions affecting the outdoor dining area in its particular location, e.g. an increased risk to health or safety; or
- The operator fails to comply with all relevant legislation, including but not limited to the Smoke Free Environment Act 2000. Non-compliance with legislation may lead to enforcement action by Council which may include fines and/or termination of outdoor dining approvals.

Other valid reasons that may necessitate an approval being cancelled include matters as streetscape upgrades and/or refurbishment. Council will only renew an approval after a review of health and safety conditions are undertaken to ensure compliance with policy guidelines and a history check of past operations.

HOW TO MAKE AN APPLICATION

The Applicant must provide the following:

1. A completed application form – the application form is available on Council's website www.cumberland.nsw.gov.au and or visit one of Council's Customer Service Centres.

Date Adopted: 5 February 2020 Page 25

Outdoor Dining Guidelines



- 2. Payment for the application fee All applications must be accompanied by payment of the prescribed application fee (as per Council's adopted Fees and Charges Policy) and all relevant documentation:
- 3. Proof of Development Consent to conduct a Food Operation on the Premises;
- 4. Evidence that the applicant is the Business Operator of the adjoining Premises; such as contract of sale, executed lease agreement, business registration and or other evidence requested by Council under receipt of application;
- 5. If applying under a company name, a copy of an ASIC report showing the name of the company, the ACN, ABN and Company Director names.
- 6. Written authority of the land owner to lodge the application;
- 7. Food premises registration number;
- 8. If proposing to serve liquor in the Approved Outdoor Dining Area, evidence of the following must be submitted:
 - Development Consent approving the use of the footway; and
 - Copy of the Liquor Licence
- 9. Requested trading hours for the proposed Outdoor Dining area, which will be subject to the individual applicants approved DA, these guidelines and the DCP where applicable.
- 10. A professional drawing/plan of the proposed Outdoor Dining and surrounds must accompany the application consistent with the requirements to include:
 - a. Street name and north point;
 - b. Property boundary and entry points, boundaries of the proposed seating area and of adjoining tenancies;
 - c. Kerb line of the street;
 - d. Width of the footpath from outside face of kerb to building line, and the length of the building frontage associated with the cafe;
 - e. Building line of the shop and adjacent shops either side;
 - f. Location of all existing features and permanent features of the streetscape such as existing awnings, bus stops, taxi zones, traffic signs, poles, waste bins, pedestrian lights and crossings, bollards, planter boxes, trees, light poles, pits, fire hydrants and car parking;
 - g. Proposed location and configuration of all tables, chairs, umbrellas, shade structures, planter boxes, including all setback dimensions;
- 11. Colour photographs of the site and the surrounding areas, including the paved footpath area (Note: where the existing paved area will be disturbed as part of new construction works, details are to be provided of new paving);
- 12. Any adjoining outdoor dining area;
- 13. Proposed location and configuration of all tables, chairs, umbrellas, shade structures, planter boxes, including all setback dimensions;
- 14. Proposed shop names or logos which are to be included on any furniture in the approved area or as part of the umbrella design;
- 15. Details of any proposed external lighting showing the type of fixtures and their proposed placement; and

Page 26

C04/24-500 - Attachment 4



- 16. Details of any proposed heating devices including the type, capacity, design and location to ensure the safety of patrons and prevent injury, the device must be capable of been turned off automatically if overturned. of any proposed heating devices including the type, capacity, design and location to ensure the safety of patrons and prevent injury, the device must be capable of been turned off automatically if overturned.
- 17. Full details of the number of tables and chairs including manufacturer's brochures, specifications and photographs, and any other furniture that may be proposed. Council must be satisfied that the designated area is capable of accommodating the maximum number of tables and chairs that are proposed. Whilst Council recognises that the actual number of tables and chairs and their configuration may vary according to demand, it is the business operator's responsibility to ensure that a 2.0m pedestrian corridor is maintained at all times.
- 18. A written statement detailing the proposed hours of operation; storage of furniture; cleaning of the footpath and furniture; lighting and music.
- 19. Details on Liquor Licence approval number;
 - Fees in accordance with Council's Schedule of Fees and Charges.

FEES & CHARGES

All fees and the appropriate bond will be charged in accordance with Council's adopted fees and charges. Fees are calculated on a square metro basis.

The two zones are E1 Local Centre and E2 Commercial Centre. The minimum practical depth for outdoor dining is 1.0 metre which allows for 2 chairs per table.

Where any charge, fee, supply of products or services under this policy is subject to a goods and services tax (GST), an amount equal to the GST paid or payable in respect of the charge, fee, supply of products or services, shall be included in the amount of consideration paid or payable under this policy.

RELATED LEGISLATION

- Local Government Act 1993 (NSW)
- Roads Act 1993 (NSW)
- Crown Land Management Act 2016
- Cumberland Development Control Plan (DCP) 2021
- Environmental Planning & Assessment Act 1979 (NSW)
- Work Health and Safety Act 2011 Food Act 2003 (NSW)
- Liquor and Gaming Legislation Amendment Act 2018
- Disability Inclusion Act 2014
- Smoke Free Environment Act 2000 (NSW)

RELATED DOCUMENTS AND COUNCIL POLICY

Outdoor Dining Policy

DOCUMENTS ASSOCIATED WITH REPORT C04/24-500

Attachment 5 Draft Large Display Advertising Policy





Large Display Advertising Policy

AUTHORISATION & VERSION CONTROL

Policy Number	POL-046	
Policy Owner	Director Finance and Commercial Services Governance & Risk	
Date Adopted	4 September 2019	
Version No	1.0	
Document ID	4710400	
Review Date	September 2021	

C04/24-500 – Attachment 5 Page 565



BACKGROUND

Council supports the installation of advertising and signage that is consistent with section Clause 13.11(3) of the State Environmental Planning Policy Industry and Employment 2021 (Industry and Employment SEPP) and Transport Corridor Outdoor Advertising and Signage Guidelines (the Guidelines), which outline No. 64 — Advertising and Signage (SEPP 64) obliges arrangements to be entered into for the provision of public benefits in connection with the display of the following types of advertisements:

- Advertisements which are within 250m of a classified road (within the meaning of the Roads Act 1993), any part of which is visible from the classified road and which has a display area greater than 20m², or a height of more than 8m above the ground, or both.
- Advertisements on a bridge.

The Transport Corridor Outdoor Advertising and Signage Guidelines (the Guidelines) contemplate outline arrangements being realised to provide public benefits by way of payment of an upfront fee, by payment of an annual fee for the duration of the advertisement and/or by provision of in-kind contributions. Contributions are to be linked to improvements in local community services and facilities and may include, without limitation, benefits such as:

- improved traffic safety (road, rail, bicycle and pedestrian);
- improved public transport facilities;
- improved public amenity within, or adjacent to, the transport corridor;
- support school safety infrastructure and programs; and
- other appropriate community benefits such as free advertising time to promote a service, tourism in the locality, community information, or emergency messages.

PURPOSE

The purpose of this Policy is to set out the basis upon which arrangements for the provision of public benefits to the Council's satisfaction may be achieved where large display advertising is proposed in locations within the Cumberland local government area. In some cases, circumstances may arise that justify varying the means prescribed in the Policy Statement below for the purpose of realising the public benefits. If the proponent of an a proposed large display advertisement asserts that is the case, a full justification should be put with the included in any development application (DA), which will may be considered by Council on its merits.

The applicant should liaise with Council Officers prior to lodging any DA to determine public benefits that are likely required.

SCOPE

The Policy applies to all signs to which consideration must be given types of signage considered under clause section 13.11(3) of SEPP 64 Industry and Employment SEPP.

OBJECTIVES

This Policy aims to:

- 1) Ensure that signage (including advertising) aligns with the following:
 - a) Compatible with the desired amenity and visual character of an area;
 - b) Provide effective communication in suitable locations; and
 - c) Constructed with high quality design and finish.



- 2) Regulate signage (but not its content) proposals under Part 4 of the Act.
- 3) Endorse time limit on consents for the display of certain advertisements.

This Policy does not regulate the content of signage and separate consent may be required for the change in the content of signage.

DEFINITIONS

Term	Meaning
Advertisement	Means signage in which Part 3.3 applies and includes any advertising structure for the advertisement (outlined in the Industry and
Dienley Area	Employment SEPP and the Guidelines).
Display Area	Means the area of an advertisement or advertising structure used for signage, and includes any borders of, or surrounds to, the advertisement or advertising structure, but does not include safety devices, platforms or light.
Advertising Structure	Means a structure or vessel that is principally designed for, or that is used for, the display of an advertisement.
Business identification sign	Means a sign:- (a) that indicates: (i) the name of the person, and
	(ii) the business carried on by the person, at the premises or place at which the sign is displayed, and
	(b) that may include the address of the premises or place and a logo or other symbol that identifies the business, but that does not include any advertising relating to a person who does not carry on business at the premises or place.
Classified road	Means a road classified under Part 5 of the Roads Act 1993.
Consent Authority	Means the consent authority for development carried out on the land, the consent authority for the purposes of this Policy is the person specified as such in the environmental planning instrument.
DCP	Cumberland Development Control Plan (DCP) 2021
Display	Includes the erection of a structure for the purposes of display and the use of land, or a building on land, for the purposes of display.
Guidelines	Means provisions of the publication titled <i>Transport Corridor Outdoor Advertising and Signage Guidelines</i> approved by the Minister which complement the Industry and Employment SEPP, as amended from time-to-time and published by the Department of Planning and Environment.
LEP	Cumberland Local Environmental Plan (LEP) 2021
Signage	Means all signs, notices, devices, representations and advertisements that advertise or promote any goods services or events and any structure or vessel that is principally designed for, or that is used for, the display of signage and includes: (a) building identification signs, and
	(b) business identification signs, and(c) advertisements to which Part 3.3 applies, but does not include traffic signs or traffic control facilities.
The Act	Means the Environmental Planning and Assessment Act 1979.



POLICY STATEMENT

The value of fees or in-kind contributions detailed below apply irrespective of whether the proposed signage has one side or multiple sides.

For Signs Located on Land that is Neither Owned nor Managed by Council

Public benefits shall be realised by one of the three following means:

(i) Payment of an upfront fee at the time of lodging a development application

For signs that are directed towards passing traffic on the M4 Motorway, the fee shall be equivalent to \$50,000 multiplied by the number of years for which development consent is sought for the purpose of advertisement. The fee shall be payable prior to the release of a construction certificate.

For signs that are not directed towards passing traffic on the M4 Motorway, the fee shall be equivalent to \$10,000 multiplied by the number of years for which development consent is sought for the purpose of advertisement. The fee shall be payable prior to the release of a construction certificate.

(ii) Payment of an annual fee for the duration of the advertisement

A condition of development consent may be imposed requiring payment of an annual fee to Council for the duration of the period for which development consent is granted for the advertisement.

For signs that are directed towards passing traffic on the M4 Motorway, the fee for the first year shall be \$50,000 payable prior to the commencement of use of the sign or release of the Occupation Certificate, whichever occurs first. The fee for each subsequent year shall be paid on the anniversary of the fee for the first year being paid and shall be \$50,000 adjusted by the consumer price index relative to the date of payment for the first fee.

For signs that are not directed towards passing traffic on the M4 Motorway, the fee for the first year shall be \$10,000 payable prior to the commencement of use of the sign or release of the Occupation Certificate, whichever occurs first. The fee for each subsequent year shall be paid on the anniversary of the fee for the first year being paid and shall be \$10,000 adjusted by the consumer price index relative to the date of payment for the first fee.

(iii) Provision of in-kind contributions

In-kind contributions may be offered with a Planning Agreement under section 7.4 of the *Environmental Planning and Assessment Act 1979* (the Act). The Planning Agreement or an a letter of offer to enter into a Planning Agreement should be lodged with the development application any DA to enable concurrent giving of public notice notification and subsequent consideration of public submissions by the Council. In-kind contributions are not limited to the carrying out of physical works. In accordance with section 7.4 of the Act, contributions under a Planning Agreement can include the dedication of land free of cost and a monetary contribution.

The value of in-kind contributions should equal or exceed:

• \$50,000 multiplied by the number of years for which development consent is granted for signs that that are directed towards passing traffic on the M4 Motorway; or



• \$10,000 multiplied by the number of years for which development consent is granted for signs that that are not directed towards passing traffic on the M4 Motorway.

Council will negotiate the timing for provision of the in-kind contribution as part of the Planning Agreement process but as a guide, expects that:

- a) any monetary contribution component is to be apportioned across the number of years for which development consent is granted for the advertisement with the first instalment to be paid prior to the commencement of use of the sign or the release of the Occupation Certificate, whichever occurs first, and subsequent instalments being paid on each anniversary of the first payment; and
- b) any non-monetary contribution should be delivered within a period of no longer than 30% of the time period for which the advertisement is granted under the development consent.

For Signs Located on Land that is Owned or Managed by Council

Signs that are located on land that is owned or managed by Council require the execution of a lease or licence for the duration of the advertisement term.

In such cases, when determining the rental or licence fee, Council will include a component equivalent to one of the abovementioned three means for determining the value of the public benefits for signs located on land that is not owned or managed by Council, in addition to any other component that Council considers commercially appropriate, such as a market rental valuation. In addition, Council at its discretion is able to impose conditions within the lease or licence agreement prohibiting certain advertising content being displayed by a lessee/licensee.

In light of realising confirming the public benefits contemplated as outlined by SEPP 64 the Guidelines through the terms of the lease or licence, Council will be satisfied that the arrangements consistent with the Guidelines have been entered into for the purpose of clause section 3.11(3) of SEPP 64 Industry and Employment SEPP.

OTHER REQUIREMENTS

In entering into any arrangements or agreement pursuant to this Policy, regard must be had given to promoting and maintaining a positive image of Council, protecting Council's reputation and avoiding to the extent possible any perceived or real conflicts of interest.

Consideration must be given to compliance with any relevant legislation, codes and guidelines which govern advertising practice in NSW. Applications not meeting the terms of this Policy but which may warrant consideration for commercial or other reasons may be reported to the Council for determination.

Revenue collected from up-front and annual fees shall be put to improvements in local community services and facilities. In expending funds, regard shall be had to any public works program developed with Transport for New South Wales.



RELATED LEGISLATION

- Local Government Act 1993
- State Environmental Planning Policy No 64 Advertising and Signage Industry and Employment 2021
- Cumberland Local Environmental Plan (LEP) 2021
- Auburn Local Environmental Plan 2010
- Holroyd Local Environmental Plan 2013
- Parramatta Local Environmental Plan 2011
- Roads Act 1993 (NSW)

RELATED DOCUMENTS AND COUNCIL POLICY

- Auburn Development Control Plan 2010
- Holroyd Development Control Plan 2013
- Parramatta Development Control Plan 2011
- Cumberland Development Control Plan (DCP) 2021
- Outdoor Media Association Guidelines and Policies
- Transport Corridor Outdoor Advertising and Signage Guidelines
- Guidelines and Codes of Practice Governing Advertising Practices in NSW

Consistent with the Guidelines, Council will develop public benefit works program in partnership with Roads and Maritime Services and / or Transport for New South Wales that sets priorities for the distribution and expenditure of revenue from the collection of up front and annual fees. As at the date of adopting this Policy, the works program was yet to be established.

DOCUMENTS ASSOCIATED WITH REPORT C04/24-500

Attachment 6 Draft Dividing Fences Hardship Policy





Dividing Fences Hardship Policy

AUTHORISATION & VERSION CONTROL

Policy Number	POL-023	
Policy Owner	Director Governance & Risk	
Date Adopted	31 July 2019	
Version No	2	
Document ID	4583711	
Review Date	July 2021	

C04/24-500 – Attachment 6 Page 573



BACKGROUND / INTRODUCTION

Under the *Dividing Fences Act 1991*, Council is not obliged to contribute to the cost of boundary fencing for Council owned or managed land that is a public reserve within the meaning of the *Local Government Act 1993*, a drainage reserve, a public park or a public road.

On occasions, Council receives requests for financial assistance from residents that are experiencing financial hardship concerning the erection of a new or replacement fence that shares a boundary with Council owned or managed land. In these instances, where certain criteria is met as outlined in this Policy, Council deems it fair to contribute to the cost of the fence work to ensure the security of Council assets and to support the community.

PURPOSE

The purpose of this Policy is to provide a consistent and equitable approach to requests for financial contributions from Council with respect to the erection or new/replacement dividing fences that adjoin Council land where Council is not obliged to provide a financial contribution.

POLICY STATEMENT

Under Section 25 (1) of the *Dividing Fences Act 1991*, exempts Council is exempt from liability in respect to dividing fences on land owned or managed by Council that is a 'public reserve, public park or such other public purposes as may be prescribed' under the Act. for the purposes of a public reserve within the meaning of the *Local Government Act 1993*, a drainage reserve, a public park or a public road. Council therefore, does not contribute towards the cost of fencing on the boundaries of such land unless special circumstances apply. This also includes a Public Road where Council is the delegated roads authority.

Special circumstances are limited to cases of an adjoining owner's demonstrated financial hardship and where it is deemed in Council's own interests to have a boundary fence erected or maintained.

Where there is substantiated financial hardship for the owner, Council will consider contributing to fencing costs in line with this Policy.

SCOPE

This Policy applies to a dividing all boundary fences that directly adjoins share a boundary with Council owned or managed land that is a 'public reserve, public park or such other public purposes as may be prescribed' under the *Dividing Fences Act 1991*. within the meaning of the *Local Government Act 1993*, a drainage reserve, a public park or a public road. This Policy does not address disputes between neighbours over dividing fences that do not adjoin Council owned or managed land.



DEFINITIONS

Term	Meaning
Dividing	As defined by the Dividing Fences Act 1991 (NSW), means a fence separating
Fence	the land of adjoining owners, whether on the common boundary of adjoining
	lands or on a line other than the common boundary.
Fencing	As defined by the Dividing Fences Act 1991 (NSW), means:
Work	(a) the design, construction, replacement, repair or maintenance of the whole or
	part of a dividing fence, and
	(b) the surveying or preparation of land (including the trimming, lopping or
	removal of vegetation) along or on either side of the common boundary of
	adjoining lands for such a purpose, and includes:
	(c) the planting, replanting and maintenance of a hedge or similar vegetative
	barrier, and
	(d) the cleaning, deepening, enlargement or alteration of a ditch, embankment
	or watercourse that serves as a dividing fence.
Public	As defined by the Local Government Act 1993 (NSW), means
Reserve	(a) a public park, or
	(b) any land conveyed or transferred to the council under section 340A of
	the Local Government Act 1919, or
	(c) any land dedicated or taken to be dedicated as a public reserve under section
	340C or 340D of the Local Government Act 1919, or
	(d) any land dedicated or taken to be dedicated under section 49 or 50, or
	(e) any land vested in the council, and declared to be a public reserve, under
	section 37AAA of the Crown Lands Consolidation Act 1913, or
	(f) any land vested in the council, and declared to be a public reserve,
	under section 76 of the Crown Lands Act 1989, or
	(g) Crown managed land that is dedicated or reserved
	(i) for public recreation or for a public cemetery, or
	(ii) for a purpose that is declared to be a purpose that falls within the scope of
	this definition by means of an order published in the Gazette by the Minister
	administering the Crown Land Management Act 2016,
	being Crown managed land in respect of which a council has been appointed as
	its Crown land manager under that Act or for which no Crown land manager has
	been appointed, or
	(h) land declared to be a public reserve and placed under the control of a council
	under section 52 of the State Roads Act 1986, or
	(i) land dedicated as a public reserve and placed under the control of a council
	under section 159 of the Roads Act 1993, and includes a public reserve of
	which a council has the control under section 344 of the Local Government Act
Doort	1919 or section 48, but does not include a common.
Road	As Defined by the Local Government Act 1993 (NSW), includes—
	(a) highway, street, lane, pathway, footpath, cycleway, thoroughfare, bridge,
	culvert, causeway, road-ferry, ford, crossing, by-pass and trackway, whether
	temporary or permanent, and
	(b) any part of a road and any part of any thing referred to in paragraph (a), and
	(c) any thing forming part of a road or any thing forming part of any thing referred
Doods	to in paragraph (a).
Roads	As defined by the Roads Act 1993 – Section 7
Authority	1) TfNSW is the roads authority for all freeways.
	(2) The Minister administering the Crown Land Management Act 2016 is the
	roads authority for all Crown roads.



- (3) The regulations may declare that a specified public authority is the roads authority for a specified public road, or for all public roads within a specified area, other than any freeway or Crown road.
- (4) The council of a local government area is the roads authority for all public roads within the area, other than--
- (a) any freeway or Crown road, and
- (b) any public road for which some other public authority is declared by the regulations to be the roads authority.
- (5) A roads authority has such functions as are conferred on it by or under this or any other Act or law.

PRINCIPLES OBJECTIVES

Consistency: <u>t</u>The Policy clearly outlines all the <u>eligibility criteria</u> and requirements for a financial hardship application, and the level of support that Council will can be applied provide for-

Transparency: the Policy clearly outlines how such requests will be approached and assessed by Council officers. The Policy addresses the approach Council Officers will undertake to make an assessment and determination of financial hardship requests.

Equity: tThe Policy applies to land owners all applicants residing within the Cumberland LGA local government area that are experiencing financial hardship when erecting new or replacement dividing fences that adjoining Council owned or managed land for a pPublic rReserve, Park and Road. within the meaning of the Local Government Act 1993, a drainage reserve, a public park or a public road.

REQUIREMENTS

All fFinancial hardship requests must be are to be substantiated and submitted to Council on the required application form for assessment and approval, prior to undertaking any works on the Dividing Fence. All fencing work is to must comply with Council's relevant Development Control Plan or exempt development criteria. on the required application form, and are assessed and approved by Council's Property Leasing and Transactions section. Council will only consider such applications where the existing fence is in a state of disrepair or poor condition. In such circumstances, an applicant can apply for the following:

An applicant can apply for the following:

- Under 50 lineal metres of new or replacement fencing: A contribution from Council to the lesser value of \$1,000 \$1,250 or 50% of repair or replacement costs of an ordinary 1.8 metre (180 centimetres) high paling fence. half the installed cost of an ordinary 1.5m timber paling or corrugated steel/colorbond fence.
- Over 50 lineal metres of new or replacement fencing: A contribution from Council to the lesser value of 25% of the total fence cost, or 25% of the installed cost of an ordinary 1.8 metre (180 centimetres) high paling fence. 1.5m timber pailing or corrugated steel/colorbond fence.

Where an applicant provides a fence quotation that exceeds the standard specification of a 1.8 metre high paling fence, Council reserves the right to provide its own estimate on the ordinary fence cost and calculate the financial hardship contribution based on this estimated amount.



A maximum of one approval will be granted per property every 15 years under this Policy. Council has no liability for the ongoing repair and maintenance of any fence repaired or replaced, to which financial assistance has been approved, under this Policy.

Eligibility

To be eligible to apply for financial assistance under the *Dividing Fences Hardship Policy*, the following criteria must be met:

- a) The applicant must be the land owner of the property;
- b) The applicant must currently occupy the property;
- c) The property must be situated within the Cumberland LGA;
- d) The property must directly adjoin Council owned or managed land that is a 'public reserve, public park or such other public purposes as may be prescribed' under the *Dividing Fences Act 1991* (NSW); and
- e) The property must be a residential property.

Application Requirements

- At least three written quotations for the cost of repair or replacement of the dividing fence must be provided, which document that the proposed works meet the specifications set out by this policy.
- Photographic evidence of the fence requiring repair or replacement must be provided to Council.
- Reasons for the application;
- Financial records (e.g. recent bank statements);
- Details of all sources of income and living expenses; and
- A letter from a recognised welfare agency or financial counsellor confirming financial hardship.

Where an application has been approved:

- Council will enter into an agreement with the adjoining owner that outlines the fence work and costs to be contributed by both parties, as outlined within the Policy.
- Council will enter into an agreement for defining fence work with the property owner contributing towards the cost of a fence, as outlined above.
- Three quotations are required in support of all applications. Council's contribution is based on the most cost effective quote.
- The applicant must undertake and pay the full cost for the repair or replacement of the dividing fence.
- Final receipts/proof of payment must be submitted to Council with a covering letter.
- A signoff from the contractor that the works have been undertaken must be submitted to Council.
- Council staff will inspect the fence before and after works and may take images to place on record to ensure project completion.
- Council will fund the contribution on satisfactory completion of the fence and agreed

Page 577



terms.

 Where an applicant provides a fence quotation that exceeds the standard specification of a 1.5 metre timber/colorbond fence, Council reserves the right to provide its own estimate on the standard fence cost and calculate the financial hardship contribution based on this estimated amount.

RELATED LEGISLATION

- Local Government Act 1993 (NSW)
- Dividing Fences Act 1991 (NSW)
- Roads ACT 1993 (NSW)

RELATED DOCUMENTS AND COUNCIL POLICY

• Cumberland Development Control Plan 2021



Item No: C04/24-501

QUARTERLY PROGRESS REPORT ON COUNCIL'S SECTION 355 COMMITTEE AND COMMUNITY ADVISORY COMMITTEES

Directorate: Governance and Risk

Responsible Officer: Director Governance and Risk Community Strategic Plan Goal: *Providing Local Leadership*

SUMMARY

This report provides the Draft Minutes of the quarterly Section 355 Committee and Community Advisory Committee meetings held, convened since the last quarterly update to Council.

RECOMMENDATION

That Council receive the report noting the Draft Minutes of Council's Section 355 and Community Advisory Committees recently convened, and determine the recommendations requiring Council decision.

REPORT

Quarterly Advisory Committee Meetings

Council's Wentworthville Community Garden Section 355 Committee met in February 2024, and the Community Advisory Committees conducted their quarterly meetings from 1 February 2024. The final draft minutes of all Committee meetings are attached to this report, with the exception of the Events, Green Corridor and Homelessness Advisory Committees who did not hold a meeting due to not achieving quorum. Below are two recommendations from the Committee minutes which require Council approval to proceed:

Committee	Committee Recommendation
ATSIC	The Committee recommends that Council commence discussions with Gandangara LALC to initiate a partnership agreement. The Committee endorses the draft agreement in principle and refers delegation to the General Manager.
Floodplain Risk Management	The Committee recommends that Council note the current project status and endorse that Council officers undertake early engagement with the community on the Duck River and Duck River Overland Flood Study to inform the preparation of the study.



It is now recommended that Council receive the report detailing the meeting minutes of the Section 355 and Advisory Committee meetings held, and determine the recommendations requesting Council adoption.

COMMUNITY ENGAGEMENT

All Committees undertook their meetings in accordance with their respective Terms of Reference.

POLICY IMPLICATIONS

All Committees undertook their meetings in accordance with Council's Governance Framework.

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 has been prepared to provide Council the minutes of the quarterly advisory committee meetings held over February and March 2024. It is now recommended that Council receive the minutes, and determine the two recommendations requesting Council adoption.

ATTACHMENTS

- 1. Wentworthville S355 Community Garden Committee Minutes 1 February 2024
- 2. ATSIC Committee Minutes 22 February 2024 J
- ATSIC Sample Local Aboriginal Land Council Partnership Agreement as tabled at ATSIC Committee Meeting
- 4. Access Committee Minutes 6 February 2024 &
- 5. Arts Committee Minutes 20 February 2024 J
- 6. Companion Animals Committee Minutes 27 February 2024 &
- 7. Crime Prevention and Safety Committee Minutes 5 February 2024 J.
- 8. CALD Committee Minutes 26 February 2024 J
- 9. Floodplain Risk Management Committee Minutes 5 March 2024 J
- 10. Heritage Committee Minutes 8 February 2024 J
- 11. Library Committee Minutes 13 February 2024 U
- 12. Youth Committee Minutes 13 February 2024 J.

DOCUMENTS ASSOCIATED WITH REPORT C04/24-501

Attachment 1 Wentworthville S355 Community Garden Committee Minutes - 1 February 2024



Wentworthville Community Garden (WCG) Section 355 Committee Meeting 1 February 2024

Present: Mangat Bansal, Maureen Duffy, Ted Duffy, Paul Hardman, Brad Main, Ingrid Postema, Satheesh Ravichandran and Robyn Main.

Anand Raj Arumugam, Frank Cauchi, Councillor Lake & Councillor Saha Apologies:

Chairperson: Paul Hardman

	ng opened: 5.35pm	Minutes	
Ager	nda Item	Discussion	Actions and Outcomes
1.	Welcome, apologies and acknowledgement to country	Paul welcomed the committee members and did acknowledgement to country. He also welcomed Anand and Satheesh who were elected to committee at the AGM in December 2023.	
2.	Executive positions for the S355 Committee - confirmation	The Committee met 6 January 2024 to elect the executive committee members. The following committee members were elected to the following position: Chairman – Paul Hardman Vice Chairman – Ted Duffy Treasurer – Maureen Duffy Secretary – Robyn Main Ted Duffy was appointed as the Key Registrar.	
3.	Minutes from Previous Meeting	Motion: That the Minutes from the previous meeting be accepted. Moved by: Ted Seconded by: Paul Result: Carried	
4.	Business Arising	 T-shirts – ordered Sleepers - delivered Table - purchased Decorative pots – alternative pots purchased for \$20 each instead of \$99 each. 	
5.	Key Registrar's Report	Ted presented the Key Registrar's report. Keys allocated: Paiynthalir Nallamuthu (Replacement for lost key) Satheesh Ravichandran Keys returned and deposits refunded. Venkat Sattennapalli - no refund needed Applications approved awaiting pick up. Suruchi Prakash All new keys issued require a \$50 deposit. Motion: That the Key Registrar's report be accepted. Moved by: Ted Seconded by: Maureen Result: Carried	Ted to distribute keys.
6.	Secretary's report	The Secretary's report below lists the correspondence in / out and outcomes. Amendment – Email to Emma Higgins re Rapid Maps field surveyor. Motion: That the Secretary's report with amendment be accepted. Moved by: Robyn Seconded by: Brad Result: Carried	
7.	Treasurer's report	Maureen tabled the Treasurer's report. The report reconciles with CBA statements. The bank balance is \$34,882.42 with \$27.09 in petty cash. There are \$8,850 in committed funds. Items purchased following last meeting include table, pop up shades, vents for the container, sleepers and pots totalling \$6,743.53. Key deposits are now being returned by direct deposit into members' accounts. Motion: That the Treasurer's report be accepted.	
	A (Moved by: Maureen	



Ager	nda Item	Discussion	Actions and Outcomes
		Seconded by: Ingrid Result: Carried	
8.	Garden security	Email summarising dissatisfaction of some members about the missing produce received from a Committee member with the suggestion to upgrade garden security. Suggestions were coded entry rather than key entry and installation of CCTV. Committee discussed the suggestions and alternative measures were suggested. Consider installation of motion activated trail cameras. Creation of an Incident Report - Missing Produce register. Garden members to record any incidents. The Committee will monitor this register and then use the information to determine what additional level of security may be needed. Create and install signs around the garden – eg reminder to sign in every time and 'If it's not yours don't pick it'. Motion: Install signs around the garden and use Incident Register for missing produce. Moved by: Ted Seconded by: Ingrid Result: Carried	Robyn to make signs, create Incident Reporting forms and email members.
9.	Unattended gardens and waiting list	Many unattended gardens have been identified and members contacted. Some haven't replied and need a formal unattended garden letter. People on the waiting list have been encouraged to visit the garden whilst they are waiting for a garden. Offer gardens to members on the waiting list as gardens become available. Request return of keys from members relinquishing their gardens.	Send unattended garden letter/s and monitor other unattended gardens. Offer gardens Request return of keys.
10.	New email	The current email has been locked and we can't access it. New email created wentygarden@icloud.com is now operational.	Notify to all relevant people.
11.	Easter Show update	Brad has planted and watered regularly for the Easter Show display. Entry to Easter Show needs to be done.	Brad to submit entry
12.	AGM follow up a) Larger signage b) Elections 2024 to bring into line with Council elections	 Larger signage – request for Council to provide two larger signs to identify garden entrances. Location – tennis court fence and Lapidary Club front fence. Request via Emma Higgins for Council to supply or provide quotes for Committee to consider. Election 2024 to bring into line with Council elections – COVID restrictions postponed Council and Committee elections in 2020 to 2021. Committee elections were held in December 2021 & 2023. The Garden Constitution states that the AGM and Committee elections need to be held within a specific time of local Council elections which are due in September 2024. The AGM will be held on 7 December 2024. Motion: That the election of the Garden Committee be held in December 2024. Moved by: Robyn Seconded by: Paul Result: Carried 	 Email signage request to Emma Higgins. Election of the Garden Committee be held in December 2024.
13.	Room bookings	Council advised that the room bookings confirmed for the Grevillea Room in April and June are no longer available. Alternative days and times agreed to.	(After the meeting Council confirmed that the room was available in April and June.)
14.	General Business	a) Purchase a new circular saw – needed to cut sleepers to redo garden edges. Makita saw \$315; Ozeto saw \$200 – decision to purchase better known brand Makita. Motion: That the committee approve \$350 to purchase new circular saw. Moved by: Ted Seconded by: Brad Result: Carried b) Better Homes and Gardens – request to film a segment with Graham Ross at the garden. Date to be confirmed. Motion: That the committee approve request. Moved by: Maureen Seconded by: Ted Result: Carried	Ted to arrange purchase. Contact Lisa and media unit to get Council approval.

Meeting Closed: 6.45pm Next meeting: Thursday 4April 2024 Time & Venue: 5.30pm Grevillia Room – Wentworthville Community Centre



Correspondence In & Out: December 2023 to January 2024

To / From	Type & Topic	Action
Garden member	Emailed to advise that someone was picking from a lot of gardens.	
All key holders	Email – Notice to all key holders re not giving key to another person.	
Anand – Committee member	Email suggesting upgrading of garden security.	Discuss at meeting
Councillor Lake	Email requesting contact person to pick up rubbish from gardens.	Forward details to Ted.
Anand Raj Arumugam & Satheesh Ravicchandran	Emailed letters of congratulations on their election to the Committee.	
GM and Emma Higgins - CC	Emailed letter advising of departing member and newly elected Committee members and meeting dates for 2024.	Anand and Satheesh to complete declaration of interest information to Council when requested.
Garden members	Emails to members not tending their gardens	Follow up with phone calls & emails. Identify free gardens.
Garden members	Email garden members on waiting list to come while they are waiting	Allocate gardens as they become available.
Kevin Horne	Letter of thanks for his contribution to the Committee and support for the garden.	Deliver to Kevin.
Roger Matthews – Desktop Promotional Products	Email ordering 50 T-shirts	

Treasurer's	Donort	Mauroon	Duffy
i reasurer's	Report –	waureen	Duttv

			Ventworthví Community		
	Dec-23			Jan-24	
		\$41,458.55			\$35,381.99
1/12/23	Int	\$138.12	1/1/24	Int	\$124.03
1/12/23	Satish KeyDep	\$50.00	1/1/24	Key Refund	-\$50.00
1/12/23	Akhil Key Dep	\$50.00	7/1/24	R.Main Exp	-\$733.0
1/12/23	Jams Matthews	\$40.00	11/1/24	Aparna Gdn	\$30.00
1/12/23	Sleepers	-\$3,982.00	14/1/24	Surjeet&Amrita	\$30.00
4/12/23	4 Pop Ups	-\$2,116.00	14/1/24	Poon Gdn	\$29.43
4/12/23	Exp Main	-\$73.22	25/1/24	Dep	\$70.00
12/12/23	Dep	\$36.00			\$34,882.42
15/12/23	Exp J Brinson	-\$60.60			
16/12/23	Mem Ashwini	\$10.00			
30/12/23	Exp Mduffy	-\$168.86			
		\$35,381.99			
	GST Provision	\$1,000.00			
	Open Day 2023	\$3,500.00		Petty cash	\$27.0
	Replace equipment	\$1,000.00			
	Key deposits	\$1,550.00			
	Easter Show	\$200.00			
	T Shirts	\$1,600.00			
		\$8,850.00			
	Items purchased for 0	Garden			
	Table	\$263.00			
	Vents for container	\$262.00			
	4 Pop Ups	\$2,116.00			
	Sleepers	\$3,982.00			
	Pots from Aldi	\$120.53			
		\$6.743.53			

DOCUMENTS ASSOCIATED WITH REPORT C04/24-501

Attachment 2 ATSIC Committee Minutes - 22 February 2024





Minutes of the Aboriginal and Torres Strait Islander Consultative Committee Meeting held at Wali Room, Merrylands on Thursday, 22 February 2024.

1. Open of Meeting and Acknowledgment to Country

The Meeting was opened by the Chairperson – Uncle David Williams at 6:09pm. Acknowledgement of the traditional owners of this land – the Darug People, and paid respects to elders past and present.

Chair, Uncle David Williams, acknowledged the passing of Stanley Thomas.

2. Record of Attendance and Apologies

In Attendance:

<u>Name</u>	Representing
David Williams	ATSI Community
Julie Nixon	ATSI Community
Wayne Trindall	ATSI Community
Maureen Walsh	ATSI Community
Dr Ric Morante	ATSI Community
Darren Sorby	ATSI Community
Brandon Brown	ATSI Community
Clr Diane Colman	Councillor
Clr Greg Cummings	Councillor
Nicole Byrn	Cumberland City Council
Christina Halligan	Cumberland City Council
Janice Dennis	Cumberland City Council

Apologies:

<u>Name</u>	Representing
Trudy Healey	ATSI Community (apology)
Kerrie Kenton	ATSI Community (absent)
Vanessa Possum	ATSI Community (apology)

Guests:

<u>Name</u>	Representing			
Anita McBride	Stakeholder	Engagement	Specialist,	Metropolitan
Affilia Micbride	Memorial Parks			

Page 1





3. Confirmation of Minutes

That the Minutes of the Aboriginal and Torres Strait Islander Consultative Committee meeting held on Monday, 4 December 2023 be accepted without amendments.

Moved Julie Nixon, seconded Wayne Trindall.

4. Business arising from Previous Minutes

Duck River document search update

Search was conducted without locating any information. Aunty Maureen to share Duck River documents. Also reached out to Parramatta Council awaiting feedback.

ACTION: Aunty Maureen to provide Council with the historical documents to copy and share.

ACTION: Council to follow up with Parramatta Council regarding historical documents and also reach out to the library for information.

Prospect Hill engagement sent to Local Aboriginal Land Councils (LALC)

Gandangara and Deerubbin LALC were notified of the Public Exhibition of the Prospect Hill and Related Places Integrated Heritage Interpretation Plan through email on 31 October 2023. A link to the 'Have Your Say' webpage was included.

Westmead South Precinct sent to the Committee.

Plan of Management is being completed and will be shared with members when available.

Gandangara Draft partnership agreement.

The Draft agreement was shared and discussed with members. Content of the draft was discussed including the Working Group referred to in the agreement and Aboriginal content.

RECOMMENDATION: The Committee recommends that Council commence discussions with Gandangara LALC to initiate a partnership agreement.

Committee endorses the draft agreement in principle and refers delegation to the General Manager.

ATSIC Committee to be kept informed of the progress, requesting an update in 6 weeks.

Moved Julie Nixon Seconded Darren Sorby.





5. Agenda items

Metropolitan Memorial Parks

Manages eight cemeteries across the Sydney area including Rookwood Cemetery. Sought advice from the Committee in relation to burial and First Nations perspectives.

RAP Update

The Draft RAP has been submitted to Reconciliation Australia with the essential and suggested changes. There is potential it will take four weeks to receive further comments.

NAIDOC Week grant application

Council has applied for a grant through the National Indigenous Australian Agency (NIAA). The event is planned during NAIDOC week and the funding will add to the planned event activities.

ACTION: Council staff to keep the Committee informed on the application outcome and the planning for the event.

6. General Business

ATSIC Committee attendance at Local Government Conferences

Committee discussed their former attendance at Local Government Conferences and suggested Council staff investigate whether they are still occurring, with the aim of Committee members attending.

ACTION: Council will determine if the Local Government Conference for First Nations people is still occurring.

Elders Olympics

Gandangara LALC supports and organises an Elders team to participate in the Elders Olympics organised by the Western Sydney Area Health Service and invited members to participate.

Swimming Program

Brandon advised that Marumali are delivering a swimming program at Auburn Ruth Everuss Aquatic Centre.

Notice of Congratulations

Committee members noted and congratulated Uncle David Williams for his Order of Australia Medal.

7. Next Meeting

Thursday, 23 May 2024, at 6pm in Wali Room.





8. Close of Business

There being no further business the meeting closed at 7:27pm.

Signed

Page 4

DOCUMENTS ASSOCIATED WITH REPORT C04/24-501

Attachment 3

ATSIC - Sample Local Aboriginal Land Council Partnership Agreement as tabled at ATSIC Committee Meeting



CHALK & BEHRENDT LAWYERS & CONSULTANTS

CHALK & BEHRENDT PTY LTD
ACN 615 350 055
LEVEL 9
CURRENCY HOUSE
23 HUNTER STREET
SYDNEY NSW 2000
TEL: +61 2 9231 4544
FAX +61 2 9231 4244

Our ref:

Partnership Agreement

Gandangara Local Aboriginal Land Council (ABN 59 476 858 149)

Council

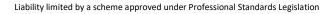




Table of contents

1.	DEFI	DEFINITIONS AND INTERPRETATION			
	1.1 1.2	Definitions Interpretation	2		
2.	ACKNOWLEDGEMENT OF TRADITIONAL CUSTODIANS				
3.	PURI	PURPOSE			
	3.1 3.2	The purpose of this Deed is to: This Deed will not affect any common law or statutory right or obligation of the parties.	3		
4.	TERM				
5.	PRINCIPLES				
6.	COUNCIL'S OBLIGATIONS		4		
7.	GAN	DANGARA'S OBLIGATIONS	5		
8.	WOR	RKING GROUP	5		
9.	MAT	TERS FOR WORKING GROUP	E		
10.	DISP	UTE RESOLUTION	7		
	10.2 10.3 10.4 10.5 10.6	Not Commence Written Notice of Dispute Attempt to Resolve Mediation Court Proceedings Not Use Information No Prejudice	7 7 7 7		
11.	СОМ	IMUNICATIONS	7		
		Authority Notices	7		
12.	GENI	ERAL PROVISIONS	8		
	12.2 12.3 12.4 12.5 12.6 12.7 12.8 12.9 12.10	Entire Agreement Variation Waiver Further Assurances Time for doing acts Governing Law and Jurisdiction Severance Preservation of Existing Rights No Merger Counterparts Electronic Signatures	8 8 9 9 9 9 9		
13.		FIDENTIALITY	10		
14.	THIR	D PARTY INTERESTS	10		
15.	RELA	TIONSHIP OF THE PARTIES	11		
16.	TERN	MINATION	11		
17.	G00	D FAITH	11		





		Page ii
EXE	CUTION PAGE	12
Sche	edule 1 - Map of Gandangara Local Aboriginal Land Council's Area	13
<mark>Sche</mark>	edule 2 - Map of Council's Area	14
Sche	edule 3 - Governance Framework	15
1.	Role of the Working Group	15
2.	Purpose of Governance Framework	15
3.	Roles and Responsibilities of Participants	16
	3.1 Working Group Members3.2 Working Group Leads3.3 Appointment of Co-Chairs	16 16 16
4.	Roles and Responsibilities of the Co-Chairs	16
5.	Working Group Procedure	17
	 5.1 Annual Priority Setting 5.2 Timing of Meetings 5.3 Agenda 5.4 Attendance at Working Group Meetings 5.5 Conduct of Meetings 5.6 Deferral of Matters 5.7 Reporting and Publication of Working Group Minutes 	17 17 18 18 18 19
6.	Outcomes of Working Group meetings	19
7.	Support for the Working Group	19
8.	Communication and Media	19
9.	Confidentiality and Privacy	19
10.	Inconsistency	20
Sche	edule 4 – Authorised Representatives	21



This Deed is dated

2023

Parties:

Gandangara Local Aboriginal Land Council (Gandangara) of 64 Macquarie St, Liverpool NSW 2170

Council (Council) of

Recitals:

Gandangara

- A. Gandangara is a Local Aboriginal Land Council constituted under the *Aboriginal Land Rights Act* 1983 (NSW) (ALRA).
- B. Gandangara is a private, member based statutory body corporate regulated by the ALRA.
- C. Gandangara's area covers a large part of south-western Sydney and most of Council's local government area. Gandangara's area is shown on the plan at Schedule 1.
- D. Gandangara has spiritual and cultural ties to the land in the Council area and is recognised as the custodian of Aboriginal land, cultural sites and landscapes within Gandangara's area.
- E. Gandangara is the owner of approximately 8.7ha of land in its area.
- F. Gandangara has (approximately) 15 undetermined land claims pursuant to section 36 of the ALRA in Council's area which give rise to an inchoate right in that land.
- G. Gandangara has approximately 723 members who are adult Aboriginal people residing in, or who have an association with, Gandangara's area.
- H. The objects and functions of Gandangara are set out in the ALRA. Gandangara's objects are:
 - a. to improve, protect and foster the best interests of all Aboriginal persons within its area and other persons who are members of Gandangara; and
 - b. to relieve poverty, sickness, suffering, distress, misfortune, destitution and helplessness of Aboriginal persons within its area.
- I. Under the ALRA Gandangara is required to prepare and implement a 'Community, Land and Business Plan' in consultation with its members.
- J. Gandangara's 'Community, Land and Business Plan' sets its members' strategic direction for the Land Council in exercising its functions.

Council

- K. Council is a Local Council constituted under the *Local Government Act 1993* (NSW) with responsibility for the area shown on the plan at Schedule 2.
- L. Council has statutory rights and responsibilities in relation to lands in Council's area, including Gandangara's lands in Council's area.

- M. Council must exercise its powers in accordance with statutory requirements and in the interests of the community living within its local government area.
- N. According to the 2021 Census, Aboriginal and Torres Strait Islander people make up X% of the Council's local government area's population.

It is agreed:

1. DEFINITIONS AND INTERPRETATION

1.1 Definitions

In this Deed, unless the context clearly indicates otherwise:

Aboriginal person (and the plural Aboriginal peoples) means a person who -

- (a) is a member of the Aboriginal race of Australia, and
- (b) identifies as an Aboriginal person, and
- (c) is accepted by the Aboriginal community as an Aboriginal person.

Act means the Aboriginal Land Rights Act 1983 (NSW);

Business Day means any day that is not a Saturday, Sunday or a gazetted public holiday in Sydney, and concludes at 5 pm on that day;

Commencement Date means the date specified in clause 4(a)4(a);

Dispute means any complaint, action, suit, cause of action, proceedings, arbitration, debt due, account, costs and expenses (including any legal costs and expenses), claim, demand, verdict or judgment arising under the provisions of any statute, award, order or determination or otherwise, of any kind or of any nature and whether or not known as at the date of this Deed and including where the circumstances giving rise to the dispute only arise after the date of this Deed including after the termination of this Deed;

Land Claim means a claim made pursuant to section 36 of the Act;

Authorised Representatives means the representative of Council and the representative of Gandangara as specified in Schedule 4.

NSWALC means the New South Wales Aboriginal Land Council;

Requirement includes any requirement, notice, order, direction, recommendation, stipulation or similar notification received from the consent authority or any Authority;

1.2 Interpretation

In this Deed:

- (a) unless the context clearly indicates otherwise, a term which is defined in the Act has the same meaning in this Deed;
- a reference to legislation or a legislative provision includes any statutory modification, or substitution of that legislation or legislative provision and any subordinate legislation issued under that legislation or legislative provision;

- clause headings, the introduction and the table of contents are inserted for convenience only and do not form part of this Deed;
- (d) the schedules and annexures form part of this Deed;
- (e) the singular includes the plural and vice-versa;
- (f) words importing one gender include all other genders;
- (g) a reference to a thing includes each part of that thing; and
- (h) neither this Deed nor any part of it is to be construed against a party on the basis that the party or its lawyers were responsible for its drafting.

2. ACKNOWLEDGEMENT OF TRADITIONAL CUSTODIANS

Both parties acknowledge the families of the Cabrogal People as the Traditional Custodians of the land spanning the Council area, and pay respect to their Elders.

3. PURPOSE

3.1 The purpose of this Deed is to:

- (a) set out the principles which underpin the parties' relationship;
- (b) recognise the important issues which the parties have a mutual interest in;
- (c) establish a Working Group as an extension of the collaboration between the parties around undetermined land claims;
- (d) involve a representative of local Aboriginal people in protecting significant sites and landscapes within the overlapping jurisdictional areas of the parties;
- (e) involve Gandangara in land use planning decisions in Council's area that potentially affect Aboriginal interests;
- (f) encourage cultural and other projects put forward by the parties;
- (g) encourage and facilitate joint projects between the parties; and
- (h) facilitate consultation with relevant stakeholders (being persons or organisations having an interest on a matter relevant to this Deed) and the general public, as agreed by the parties.
- **3.2** This Deed will not affect any common law or statutory right or obligation of the parties.

4. TERM

- (a) This Deed applies from the date on which it is signed by all the parties.
- (b) This Deed will terminate 3 years after the Commencement Date unless terminated prior in accordance with clause 16 or otherwise agreed by the parties in writing.

5. PRINCIPLES

The parties agree that this Deed is to be guided by the principles outlined below:

- (a) The principle of **peace treaty** acknowledges and respects Aboriginal custodianship of land and **sovereignty**, within the meaning of the Uluru Statement from the Heart, over land that has never been ceded.
- (b) The principle that both organisations are **treated and valued equally**.
- (c) The principle that welcomes and recognises Gandangara as the statutory representative of the Traditional Custodians of the land the parties share within their respective geographical boundaries, promoting the self-determination of Aboriginal peoples that follow.
- (d) The principle that Council in its interactions with Gandangara **embraces** and **fully supports** greater **protection** of our Aboriginal peoples' ancient and **unique culture and heritage**.
- (e) The principle that **consistent**, **responsive**, **constructive** and **creative interaction** between us is the only way to interact.
- (f) The principle that open, honest communication where ideas are shared is the only way to communicate.
- (g) The principle that decisions are only made when they can deliver mutually beneficial outcomes.
- (h) The principle that we must see each other as **co-creators** and **co-managers** who willingly **collaborate** for the **good of all our people and communities** in a spirit of **justice and truth**.
- (i) The principle of mutual respect for each party's decision-making processes.

6. COUNCIL'S OBLIGATIONS

Council agrees to involve Gandangara within a reasonable timeframe for each of:

- (a) the setting of Council's Aboriginal and Torres Strait Islander employment, procurement and contract targets;
- (b) the revision of Council's Reconciliation Action Plan, and other plans or documents relating to Council's engagement with Aboriginal people in Council's area;
- (c) land use planning decisions which may affect Aboriginal interests within Gandangara's area, including:
 - (i) decisions which may impact significant Aboriginal sites or landscapes, including sites with buildings or structures which are significant to Aboriginal people;
 - (ii) the preparation of local environmental plans, development control plans, strategic plans, land management plans and other related documents or plans; and
 - (iii) Master planning activities;
- (d) the curation and display of Aboriginal objects, artefacts, languages and all other items of Aboriginal cultural significance at museums operated by the Council;
- (e) the protocols of naming sites, landscapes, streets, public facilities, suburbs or other public features in Council's area after Aboriginal persons or by means of Aboriginal languages the protocols would address dual naming of existing features as well as the naming of features in response to the matter identified in (c) above;

- (f) provide responses to proposals put to Council by Gandangara within the timeframe requested by Gandangara; and
- (g) ensure consistency in the representations made by Council to Gandangara from time to time by codifying Council's position on key matters the subject of Working Group consultation.

7. GANDANGARA'S OBLIGATIONS

Gandangara agrees to:

- (a) refer prospective Aboriginal and Torres Strait Islander employees and businesses (including Gandangara) to Council to facilitate Council pursuing its employment, procurement and contract targets, or refer Council to other appropriate referral services;
- (b) offer cross-cultural training to Council members and staff;
- (c) attend Working Group meetings;
- provide responses to proposals put to Gandangara by the Council within the timeframe requested by the Council; and
- (e) ensure consistency in the representations made by Gandangara to Council from time to time by codifying Gandangara's position on key matters the subject of Working Group consultation.

8. WORKING GROUP

- (a) The parties will establish a Working Group of representatives from both parties to discuss, action and monitor those matters set out in clause 9.
- (b) The Working Group will operate and be governed in accordance with the Framework set out in Schedule 3, but if there are any inconsistencies between the Framework and the provisions of this Deed, the provisions of this Deed will prevail to the extent of that inconsistency.
- (c) The parties will ensure the Working Group uses its best endeavours to achieve the purposes set out in clause 3 by applying the principles set out in clause 5.
- (d) The parties will endeavour in good faith to provide responses to the Working Group, and/or provide timely delivery of action items identified by the Working Group, within schedules agreed by the Working Group.
- (e) The parties agree that the Working Group has no delegated authority to bind the parties and separate approvals for recommended actions or commitments of resources will be required from the appropriate authority within each party.
- (f) The parties acknowledge that from time-to-time urgent action will be required for a matter for which there is no time for discussion and actioning within the Working Group. Nothing in this Deed prevents either party from taking such urgent action within the spirit of this Deed, and the parties agree that the party taking the urgent action will report on that action at the next meeting of the Working Group.
- (g) The existence of the Working Group does not limit the ways in which the parties may interact with each other.

C04/24-501 – Attachment 3



9. MATTERS FOR WORKING GROUP

- (a) The Working Group will discuss make recommendations and monitor the implementation of the recommendations of the Working Group in relation to those matters set out in clauses 6 and 7.
- (b) The Working Group may contribute to and comment on matters referred to it by either party or Council and make recommendations to the referring party on matters related to their areas of expertise.
- (c) The Working Group may also discuss and make recommendations, and act on and monitor to the extent representatives are authorised to do so by each party, the implementation of the recommendations of the Working Group in relation to any other issue, matter or thing agreed by the parties including the following:
 - (i) undetermined land claims;
 - (ii) the parties' involvement in Crown Lands' Land Negotiation Program or similar programs;
 - (iii) the parties' involvement in implementing the State Strategic Plan for Crown Land (2020-2030), for the mutual benefit of Aboriginal and wider communities;
 - (iv) repatriation, care and control of Aboriginal artefacts;
 - (v) cultural and other projects put forward by the parties;
 - (vi) cultural heritage assessment, cultural heritage protection and intellectual property protection;
 - (vii) the parties' involvement in the development of the Western Sydney Aerotropolis;
 - (viii) access to land and waters in Council's area;
 - (ix) preservation and promotion of Aboriginal languages;
 - (x) Aboriginal language street signage;
 - (xi) joint-management and co-management of lands;
 - (xii) the management of reserves;
 - (xiii) joint projects between the parties;
 - (xiv) capital works and infrastructure;
 - (xv) catchment planning and water management;
 - (xvi) Welcomes to Country, performances and ceremonies;
 - (xvii) tourism;
 - (xviii) community engagement, development and joint events; and
 - (xix) consultation with Stakeholders and the public, as agreed.



10. DISPUTE RESOLUTION

10.1 Not Commence

A party must not commence any court proceedings relating to a dispute unless it complies with this clause 10.

10.2 Written Notice of Dispute

A party claiming that a dispute has arisen under or in relation to this deed must give written notice to the other party specifying the nature of the dispute.

10.3 Attempt to Resolve

On receipt of notice under clause 10.2, the parties must endeavour in good faith to resolve the dispute expeditiously using informal dispute resolution processes such as mediation, expert evaluation or other methods agreed by them.

10.4 Mediation

If the parties do not agree within 21 Business Days of receipt of notice under clause 10.2 (or any further period agreed in writing by them) as to:

- (a) the dispute resolution technique and procedures to be adopted;
- (b) the timetable for all steps in those procedures; or
- (c) the selection and compensation of the independent person required for such technique,

the parties must mediate the dispute in accordance with the Mediation Program. The parties must request the president of the Law Society of NSW or the president's nominee to select the mediator and determine the mediator's remuneration.

10.5 Court Proceedings

If the dispute is not resolved within 60 Business Days after notice is given under clause 10.2 then any party which has complied with the provisions of this clause 10 may in writing terminate any dispute resolution process undertaken under this clause and may then commence court proceedings in relation to the dispute.

10.6 Not Use Information

The parties acknowledge the purpose of any exchange of information or documents or the making of any offer of settlement under this clause 10 is to attempt to settle the dispute. No party may use any information or documents obtained through any dispute resolution process undertaken under this clause 10 for any purpose other than in an attempt to settle the dispute.

10.7 No Prejudice

This clause 10 does not prejudice the right of a party to institute court proceedings for urgent injunctive or declaratory relief in relation to any matter arising out of or relating to this deed.

11. COMMUNICATIONS

11.1 Authority

The Authorised Representative of each party:

- (a) has the authority to make and give, or accept, on that party's behalf, any approvals, directions, acceptances and other decisions that the party may make and give, or accept, under this Deed to the extent representatives are authorised to do so by each party; and
- (b) is that party's agent for the purposes of doing anything to be done under this Deed.

11.2 Notices

- (a) Any notice, demand, consent, approval, request or other communication to be given under this Deed (Notice) must be in writing and, unless this Deed provides otherwise, in English.
- (b) A Notice must be given at the recipients Address for Service by being:
 - (i) hand delivered;
 - (ii) sent by e-mail;
 - (iii) sent by prepaid mail within Australia; or
 - (iv) sent by prepaid Express Post International (or overseas equivalent) airmail if the sender and the recipient are in different countries.
- (c) A Notice is given if:
 - (i) hand delivered, on the date of delivery;
 - (A) before 5 pm on a Business Day, on that Day;
 - (B) after 5 pm on a Business Day, on the next Business Day after it is sent; or
 - (C) on a day that is not a Business Day, on the next Business Day after it is sent;
 - (ii) sent by e-mail, at the time the e-mail was sent unless the sender receives an automated message that the e-mail has not been delivered;
 - (iii) sent by prepaid mail within Australia, on the date that is 2 Business Days after the date of posting; or
 - (iv) sent by prepaid Express Post International (or overseas equivalent) airmail between countries, on the date that is 10 Business Days after the date of posting.
- (d) A party may change its Address for Service or e-mail address by giving Notice of that change to the other party.

12. GENERAL PROVISIONS

12.1 Entire Agreement

This Deed constitutes the entire agreement between the parties regarding the matters set out in it and supersedes any prior representations, understandings or arrangements made between the parties, whether orally or in writing.

12.2 Variation

This Deed must not be varied except by a later written document executed by all parties.

C04/24-501 – Attachment 3



12.3 Waiver

A right created by this Deed cannot be waived except in writing signed by the party entitled to that right. Delay by a party in exercising a right does not constitute a waiver of that right, nor will a waiver (either wholly or in part) by a party of a right operate as a subsequent waiver of the same right or of any other right of that party.

12.4 Further Assurances

Each party must promptly execute all documents and do everything necessary or desirable to give full effect to the arrangements contained in this Deed.

12.5 Time for doing acts

- (a) If:
 - (i) the time for doing any act or thing required to be done; or
 - (ii) a notice period specified in this Deed,

expires on a day other than a Business Day, the time for doing that act or thing or the expiration of that notice period is extended until the following Business Day.

(b) If any act or thing required to be done is done after 5 pm on the specified day, it is taken to have been done on the following Business Day.

12.6 Governing Law and Jurisdiction

- (a) The laws applicable in New South Wales govern this Deed.
- (b) The parties submit to the non-exclusive jurisdiction of the courts of New South Wales and any courts competent to hear appeals from those courts.

12.7 Severance

If any clause or part of any clause is in any way unenforceable, invalid or illegal, it is to be read down so as to be enforceable, valid and legal. If this is not possible, the clause (or where possible, the offending part) is to be severed from this Deed without affecting the enforceability, validity or legality of the remaining clauses (or parts of those clauses) which will continue in full force and effect.

12.8 Preservation of Existing Rights

The expiration or termination of this Deed does not affect any right that has accrued to a party before the expiration or termination date.

12.9 No Merger

Any right or obligation of any party that is expressed to operate or have effect on or after the completion, expiration or termination of this Deed for any reason, does not merge on the occurrence of that event but remains in full force and effect.

12.10 Counterparts

This Deed may be executed in any number of counterparts. All counterparts taken together constitute one instrument.

12.11 Electronic Signatures

The parties agree and acknowledge that:

- (a) this Deed, including any counterpart, may be electronically signed, including by using software or a platform for the electronic execution of documents;
- (b) any electronic signatures of or on behalf of the parties to this Deed are intended to authenticate this Deed and to have the same legal force and effect as if they were handwritten signatures on this Deed;
- (c) where this Deed is signed electronically, a hard copy print out of the electronic form of the fully signed Deed is an original copy of this Deed;
- (d) where this Deed or any counterpart is signed electronically by or on behalf of a party:
 - (i) that party represents and warrants that it or anyone signing on its behalf has:
 - (A) been duly authorised to enter into and execute this Deed and to create obligations that are valid and binding obligations on the party; and
 - (B) affixed their own electronic signature; and
 - (ii) no person may challenge the validity of this Deed by virtue only of the fact that it has been electronically signed by or on behalf of that party, and each party is estopped from asserting otherwise.

13. CONFIDENTIALITY

The parties agree that:

- (a) All communication (of any nature) between the parties relating to any aspect of the operation of this Deed is confidential (confidential information).
- (b) A party to this Deed may not disclose confidential information to a third party unless:
 - (i) the disclosure is required by law;
 - (ii) the disclosure is to officers, employees, agents or contractors subject to a duty of confidentiality;
 - the disclosure is made to professional legal or financial advisers who are subject to a duty of confidentiality; or
 - (iv) the parties otherwise agree.
- (c) Nothing in this Deed prevents Gandangara consulting with its members, or Council consulting with its constituents, about any matter arising out of this Deed.

14. THIRD PARTY INTERESTS

The parties acknowledge that the process set out in this Deed will require consultation with third parties, including:

- (a) relevant stakeholders;
- (b) the public; and

C04/24-501 – Attachment 3



(c) the New South Wales Government.

15. RELATIONSHIP OF THE PARTIES

Unless otherwise stated:

- (a) nothing in this Deed creates a joint venture, or the relationship of principal and agent, or employee and employer between the parties; and
- (b) no party has the authority to bind any other party by any representation, declaration or admission, or to make any contract or commitment on behalf of any other party or to pledge any other party's credit.

16. TERMINATION

Either party may terminate this Deed by giving 30 days written notice to the other party.

17. GOOD FAITH

Each party must act in good faith towards all other parties and use its best endeavours to comply with the spirit and intention of this Deed.



EXECUTION PAGE

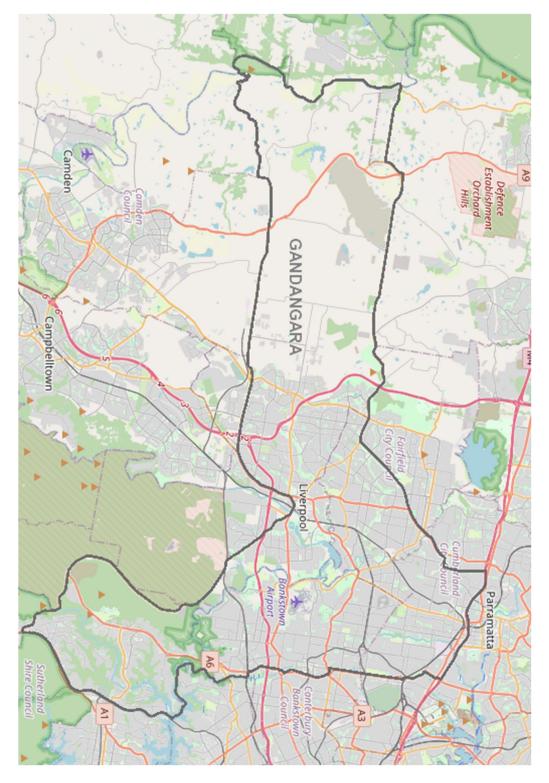
Executed as a Deed

Executed by **Gandangara Local Aboriginal Land Council ABN 59 476 858 149** in accordance with section 245 of the *Aboriginal Land Rights Act 1983*:

Signature of Witness	Signature of Chairperson
Name of Witness	Name of Chairperson
Executed by Council ABN by its authorised delegate pursuant to section 377 of the <i>Local Government Act 1993</i> :	
Signature of Witness	Signature of Authorised Delegate
Name of Witness	Name of Authorised Delegate



Schedule 1- Map of Gandangara Local Aboriginal Land Council's Area





Schedule 2 - Map of Council's Area

Schedule 3 - Governance Framework

WORKING GROUP – GOVERNANCE FRAMEWORK

Parties:

Gandangara Local Aboriginal Land Council (ABN 59 476 585 149) (Gandangara) of 64 Macquarie St, Liverpool NSW 2170

Council (Council) of

Glossary:

Co-Chair means a representative from each of parties appointed under clause 3.1 of this Framework.

Framework means this Governance Framework.

Ordinary Meeting means a meeting of the Working Group held regularly in accordance with clause 5.2 of this Framework.

Partnership Agreement means the preceding deed of agreement between the parties and dated on the day specified on the front page.

Working Group means the working group established under clause 8 of the Partnership Agreement.

1. Role of the Working Group

- (a) The Working Group has been established under the Partnership Agreement between Gandangara and Council to:
 - (i) function as an extension of the collaboration between the parties around undetermined land claims;
 - (ii) involve local Aboriginal people in protecting significant sites and landscapes within the overlapping jurisdictional areas of the parties;
 - (iii) involve Gandangara in land use planning decisions in Council's area that potentially affect Aboriginal interests;
 - (iv) encourage cultural and other projects put forward by the parties;
 - (v) encourage and facilitate joint projects between the parties; and
 - (vi) facilitate consultation with relevant stakeholders (being persons or organisations having an interest on a matter relevant to this Agreement) and the general public, as agreed.

2. Purpose of Governance Framework

- (a) This Framework has been prepared to ensure best practice for the conduct of the Working Group established under the Partnership Agreement.
- (b) This Framework also aims to promote the effective operation of the Working Group in a consistent, transparent and robust way, by providing guidance to assist the Working Group to:

- (i) plan, facilitate and report on all matters progressed through the Working Group; and
- (ii) establish a timeline for progressing matters to resolution in the Working Group.
- (c) This Framework can be amended from time to time with the agreement of the Parties in writing.

3. Roles and Responsibilities of Participants

3.1 Working Group Members

- (a) The Working Group will comprise eight (8) members, being four (4) representatives nominated by Council who are officers of the Council and four (4) representatives nominated by Gandangara who are members or staff of Gandangara.
- (b) The parties will nominate representatives who have Working Group representatives need appropriate seniority and experience to discuss, action and monitor the matters for the Working Group, as set out in clause 9 of the Partnership Agreement.

3.2 Working Group Leads

- (a) Each party is to nominate a Working Group lead (**Lead**). The Lead is accountable for ensuring compliance with this Framework, as well as:
 - (i) raising agenda items;
 - (ii) delivering and reporting on the agreed outcomes of the Working Group;
 - (iii) timely delivery of action items in accordance with agreed schedules; and
 - (iv) monitoring Working Group performance and taking action to address project risks to ensuring successful outcomes.
- (b) The Lead may, at their discretion, delegate any of the above responsibilities to another member of the Working Group in relation to individual action items or topics for discussion.
- (c) Each party will endeavour in good faith to provide responses to, and/or provide timely delivery of action items within the agreed schedules.

3.3 Appointment of Co-Chairs

- (a) Two Co-Chairs are to be appointed by the Working Group at the first meeting. Co-Chairs are to be appointed for a two-year period. Previous Co-Chairs are eligible for reappointment.
- (b) Before the first meeting of the Working Group each party must appoint a Co-Chair from among its representatives, to be selected on the basis of their experience and ability to work together.

4. Roles and Responsibilities of the Co-Chairs

- (a) The Co-Chairs are to alternately chair the Working Group meeting.
- (b) The Co-Chairs are jointly responsible for:
 - (i) raising agenda items;
 - (ii) co-ordinating the preparation of and circulating the agenda and papers for Working Group meetings;

- (iii) presiding over Working Group meetings in a way that addresses the priorities of the parties in achieving the purposes of the Partnership Agreement;
- (iv) good and orderly conduct of the Working Group meetings;
- (v) preparing and circulating to Working Group participants the minutes from previous Working Group meetings;
- (vi) certifying the confirmed minutes of previous Working Group meetings;
- (vii) ensuring delivery on action items are given appropriate time frames, and reported on in a timely manner;
- (viii) providing effective oversight and guidance on the ongoing identification of issues and opportunities associated with the operation of the Working Group;
- (ix) providing guidance on the identification and engagement of stakeholders; and
- (x) delivering and reporting on the agreed outcomes of the Working Group;
- (xi) timely delivery of action items in accordance with agreed schedules;
- (xii) monitoring Working Group performance and taking action to address project risks to ensuring successful outcomes;
- (xiii) ensuring the Working Group is operating in accordance with the Partnership Agreement and this Framework.
- (c) A Co-Chair may, at their discretion, delegate any of their responsibilities to another member of the Working Group in relation to individual action items or topics for discussion.

5. Working Group Procedure

5.1 Annual Priority Setting

- (a) At the first meeting in each calendar year, each party is to put forward up to 6 matters which it considers should be priorities for the Working Group deliberations during the year.
- (b) At the first meeting in each calendar year the Working Group will agree on no more than 10 priorities that will be standing items in the agenda for the year.
- (c) The priorities set at the first meeting do not limit the matters that may be discussed by the Working Group.
- (d) The first meeting in each calendar year will be jointly chaired by the Co-Chairs.

5.2 Timing of Meetings

- (a) Ordinary Meetings of the Working Group are to be held once per calendar month during normal business hours, however the Co-Chairs may agree that an Ordinary Meeting is not required for any given calendar month. Notice of an Ordinary Meeting must be provided to the Working Group by the Co-Chair for that meeting at least 10 business days prior to the scheduled Ordinary Meeting.
- (b) The location for the Working Group meeting is to be determined by the Co-Chair in consultation with the parties. Working Group meetings may be conducted virtually (e.g. MS Teams or Zoom or any other suitable audio-visual means) or via telephone.

- (c) The Working Group may, from time to time, meet outside of the Ordinary Meeting schedule (Extraordinary Meeting). The decision as to whether an Extraordinary Meeting is required is to be agreed by the Co-Chairs. The Co-Chairs must call an Extraordinary Meeting to be held as soon as is practicable.
- (d) The duration of Working Group meeting should not exceed more than 2 hours.

5.3 Agenda

- (a) Either party may give notice of anything (within the scope of the Partnership Agreement) that they wish to be considered by the Working Group at its next Ordinary Meeting. To be included on the agenda of the Ordinary Meeting, the notice must be in writing and submitted to the Co-Chair for that meeting with any supporting papers no later than 8 business days before the Ordinary Meeting is to be held. In relation to an Extraordinary Meeting, the notice must be provided to the Co-Chair at least 2 business days prior to the Extraordinary Meeting. The Co-Chair may accept late submissions of agenda items.
- (b) If the Co-Chair for that meeting considers that a matter of which they have been given notice is not within the scope of the Partnership Agreement, they may determine not to include it in the agenda and provide reasons.
- (c) The Co-Chair for that meeting must cause the agenda, and any supporting papers, for a meeting of the Working Group to be prepared and circulated no later than:
 - (i) 5 business days before an Ordinary Meeting is to be held; or
 - (ii) 2 business days before an Extraordinary Meeting is to be held.

5.4 Attendance at Working Group Meetings

- (a) All representatives must make reasonable efforts to attend all Working Group meetings.
- (b) There must be at least two representatives from each party for there to be quorum (not including the Co-Chair).
- (c) A Working Group Meeting must be adjourned to another date if a quorum is not established within 20 minutes of the scheduled commencement time for the meeting.
- (d) Either party may, with the consent of both Co-Chairs, invite any person relevant to a particular agenda item to attend a Working Group meeting for that agenda item.

5.5 Conduct of Meetings

- (a) The Co-Chair for that meeting may impose time limits on the discussion of particular agenda items as appropriate to ensure the Working Group is able to discharge its responsibilities in a timely manner.
- (b) The Co-Chair for that meeting may also determine further detailed procedures for the execution of efficient and effective meetings.
- (c) As far as practicable, the Working Group is to adopt a consensus approach to making recommendations.
- (d) Where the Working Group does not reach consensus, alternative views should be provided to the referring party for decision.

(e) Minutes of the meetings of the Working Group will be kept by a delegate of the Co-Chair for that meeting in relation to decisions, actions and recommendations of the Working Group.

5.6 Deferral of Matters

- (a) Where the Working Group determines to defer the determination of an agenda item, or there has been a delay in either party actioning an item from a prior meeting, the minutes are to record the reason for deferral in the minutes.
- (b) Where the deferral of a matter or delay is dependent on the provision of additional information, the minutes are to specify a reasonable timeframe in which the information is to be provided.

5.7 Reporting and Publication of Working Group Minutes

- (a) The party responsible for taking minutes for a particular Working Group meeting must circulate the minutes as soon as reasonably practicable after the meeting, and in any case, no later than 3 business days.
- (b) The agenda and the minutes of the Working Group meetings are to be published in accordance with the relevant party's reporting requirements.

6. Outcomes of Working Group meetings

The outcomes of the Working Group meetings are to be reported to the relevant party's executive management team and governing body representatives in accordance with that party's reporting requirements.

7. Support for the Working Group

The parties will collaborate to provide administrative/secretariat support to the Working Group. This includes agenda preparation, circulation and minute taking for the relevant Working Group meeting it is scheduled to host.

8. Communication and Media

Communications with the media and the wider public will be in accordance with an agreed communications protocol adopted at an initial meeting of the Working Group.

9. Confidentiality and Privacy

- Each party must comply with their prevailing internal policies in relation to confidentiality and privacy.
- (b) The Working Group, through their involvement may come in contact with confidential or personal information retained by the other. Members are required to maintain the security and confidentiality of any such information and not access, use or remove that information, unless authorised to do so by the disclosing party.
- (c) Should a member become aware of any breach of the security, or misuse of confidential or personal information they should inform their Co-Chair immediately which is to be dealt with in accordance with the internal policy of the party in breach.



10. Inconsistency

If there are any inconsistencies between this Framework and the Partnership Agreement, the provisions of the Partnership Agreement shall prevail to the extent of that inconsistency.



Schedule 4 – Authorised Representatives

Address for Service

Council Details

Name

Address

Telephone

<mark>Email</mark>

Gandangara Details

Name Chief Executive Officer

Address 64 Macquarie Street, Liverpool NSW 2170

Telephone

Email

DOCUMENTS ASSOCIATED WITH REPORT C04/24-501

Attachment 4 Access Committee Minutes - 6 February 2024





Minutes of the Access Committee Meeting held at Merrylands Council, 16 Memorial Ave, Merrylands on Tuesday, 6 February 2024.

1. Open of Meeting and Acknowledgment to Country

The Meeting was opened by the Chairperson – Kerry Fountain at 6.14pm.

Acknowledgement of the traditional owners of this land – the Darug People, and pay my respects to their elders past and present.

The Chairperson asked all attendees to go through the Chairperson to address the Committee to ensure the meeting is conducted in a professional and respectful manner.

2. Record of Attendance and Apologies

In Attendance:

<u>Name</u>	Representing
Pamela Colman	Community Representative
Kerry Fountain	Community Representative
Firas Shawash	Community Representative
Peter Simpson	Community Representative
Clr Ola Hamed	Councillor
Teneille Bush	Council Staff
Nicole Byrn	Council Staff
Stephanie Hodgson	Council Staff

Apologies:

<u>Name</u>	Representing
Erica Dilworth	Community Representative (absent)
Amit Golwala	Community Representative (apology)
Zhila Hasanloo	Community Representative (apology)
Clr Mohamad Hussein	Councillor (apology)
Clr Lisa Lake	Councillor (apology)





Vishal Shah	Community Representative (apology)
Melissa Shehata	Community Representative (absent)

3. Confirmation of Minutes

That the Minutes of the Access Committee Meeting held on Tuesday 29 August, 2023 be adopted. Moved Firas Shawash, seconded Pamela Colman.

4. Business arising from Previous Minutes

- a) Feedback for the Committee's information in relation to events or programs that Council provides regarding Asbestos Aware. Committee was provided information on the programs and events delivered during Asbestos Awareness Month in November 2023, information located at :https://www.cumberland.nsw.gov.au/asbestos-awareness-month and general information located at https://www.cumberland.nsw.gov.au/asbestos-awareness
- b) Follow-up on Zero Barriers: Committee was provided information on the support to businesses who don't meet the accessibility criteria. Zero Barriers advised once a business completes the self-assessment, they will follow up to provide results of questionnaire, digital resources and tools to start creating changes in their business.
 - Zero Barriers will also do a follow up regarding physical accessibility, particularly if the business self nominates for a local business award and want to be considered for inclusion into the online Inclusive Business Directory on the Zero Barriers Website. An independent assessor will visit the business to confirm compliance with national standards.
 - Businesses signed up to Zero Barriers receive a quarterly newsletter with training opportunities, and other online practical resources to support their commitment to making their business more accessible to people with disability.
- c) Access Committee recommendation that feedback from the Committee regarding installation of an accessible swing at Granville Park be provided to the Environment and Planning Team in Council. The accessible swing has been added to the Master Plan and will be included in all Master Plans moving forward.

5. Access Requests

Update on outstanding access requests was discussed and additional access requests were raised. Table of requests and tracking is provided with minutes and agendas for each meeting.

6. Seniors & Disability Team Events

Recent and upcoming events and programs provided, a summary includes:

- Accessible Festivals & Events Training Thursday, 21 September 2023
- Dementia Awareness Month Picnic in the Park Tuesday, 26 September 2023
- Active Ageing Week Events 2 to 6 October 2023
- Carers Week Events 15 to 21 October 2023





- International Day of People With Disability Events December 2023
- International Volunteer Day Event 6 December 2023
- Council's Seniors and Disability Services team has been nominated for a National Disability Services Award, in the category of 'Outstanding Disability Support Work' – 11 December 2023
- Seniors Christmas Parties 28 November to 8 December 2023
- Seniors Festival Events 11 to 24 March 2024
- Active Inclusion Sports Day for Adults 19 April 2024

A handout with full details was provided to the committee.

7. Disability Inclusion Action Plan (DIAP)

Review of *Focus Area 2: Liveable Communities* and prioritised actions within the DIAP.

A full record of the priorities and comments is recorded in the DIAP Action Plan and is distributed with minutes and agendas each meeting.

8. General Business

- a) Reviewed and discussed a number of accessible play equipment options available for the Granville Park upgrade (appendix 1) and viewed the accessible play equipment located at the All Abilities Playground at Merrylands Central Gardens on https://christineknight.me/2020/07/central-gardens-merrylands/. The committee agreed that their preference was for the Liberty Swing followed by the Swings with a range of seating options including basket and accessible high back seat.
- b) Review of attendance of two current Committee members Erica and Melissa who have been absent for four consecutive meetings. Committee agreed to end memberships and hold off on Expression of Interest for new members as it is almost End of Term for the committee.

ACTION: Teneille to notify the two committee members.

c) Committee has previously agreed to alternate between face-to-face meetings and online. Teneille confirmed with the Committee if they would like the next meeting in May to be online. All committee members present agreed.

9. Next Meeting

Online - Tuesday, 7 May 2024 at 6pm

10. Close of Business

There being no further business the meeting closed at 7.25pm.

Signed Kerry Fountain





Appendix 1

































Shade Sails

Page 4

DOCUMENTS ASSOCIATED WITH REPORT C04/24-501

Attachment 5 Arts Committee Minutes - 20 February 2024





Arts Advisory Committee Meeting Tuesday 20 February 2024

Minutes of the Arts Advisory Committee Meeting held at 6pm on Tuesday, 20 February 2024.

1. Open of Meeting and Acknowledgment to Country

Acknowledgement of Country and Open of Meeting by Michael Brown. The Meeting was opened at 6:10pm.

2. Nomination of Chairperson

Mohan Ayyar self-nominated. Moved Mohan Ayyar, seconded Andrew Quah.

3. Record of Attendance and Apologies

Resignation of Hope Atkins from Committee is reported by Michael Brown, noted by the Committee.

In Attendance:

<u>Name</u>	Representing
Clr Diane Colman	Councillor
Clr Sabrin Farooqui	Councillor
Vyvienne Abla	Community Representative (online)
Mohan Ayyar	Community Representative (online)
Nancy Liang	Community Representative
Ashlesha Mehta	Community Representative
Andrew Quah	Community Representative
Jodie Sale	Community Representative
Carl Sciberras	Community Representative
Michael Brown	Council Staff
Stephanie Hodgson	Council Staff
Kristina Tito	Council Staff

Apologies:

<u>Name</u>	Representing
Kerrie Kenton	Community Representative (absent)





Arts Advisory Committee Meeting Tuesday 20 February 2024

4. Confirmation of Minutes

That the Committee confirm the Minutes of the Arts Advisory Committee held on Tuesday, 15 August 2023 as a true record of the proceedings of the meeting held.

Moved Andrew Quah Seconded Carl Sciberras.

5. Business arising from Previous Minutes

Proposal to investigate amending quorum requirements

Update that advice was sought from Council's Governance Team. Council Committees have standardised Terms of Reference adopted to apply to all Committees. Amendment to quorum requires a decision of the Committee to propose changes to Terms of Reference. As the term of the committee is due to expire this year decision from the committee to leave as is.

6. Reports/Agenda items

Arts and Culture Program Updates - Exhibition Programs

Update on the Granville Centre Art Gallery exhibition programs:

- The Good by Anna Louise Richardson presented in partnership with Museums and Galleries NSW opened on Thursday, 30 November 2023 in conjunction with the inaugural Granville Nights Culture Up Late program, and closed on Saturday, 17 February 2024.
- Upcoming exhibition opening Thursday, 7 March 2024 is The Microdot, a solo exhibition by Cumberland artist Dacchi Dang. The exhibition has been in development for approximately two years and was supported by Create NSW Visual Arts Commissioning Program.

Arts and Culture Program Updates – Sydney Trains Subway Tunnel Murals

- Supported by Sydney Trains, Council is in the planning process of artwork murals for pedestrian subway tunnels located at Guildford and Merrylands Stations.
- Expression of Interest for artist submissions will open March 2024.
- Community workshops will be held in May 2024.
- Discussion on how the project locations were selected. Project sites were selected by Sydney Trains, due to legacy Council murals at these locations that were decomissioned and the program's objective to restore murals to these locations.

Arts and Culture Program Updates – PRUAIP Public Art Program

- Updates on the Parramatta Road Urban Amenity Improvement Program (PRUAIP) Public Art Program.
- Shireen Taweel's artwork 'Show and Tell' project is currently in delivery phase, to be installed on Parramatta Road outside Auburn North Public





Arts Advisory Committee Meeting Tuesday 20 February 2024

School. Works will progress once remaining civil works on Parramatta Road are finalised.

 The project 'Future Message' by artists Gillian Kayrooz and Kalanjay Dhir is currently in final design stages, prior to installation on Macquarie Road, Auburn between Parramatta Road and Simpson Street, Auburn. The artwork has been developed with the involvement of illustrator Emma Pham, and Sara Mansour of Bankstown Poetry Slam, in collaboration with students at Auburn Girls High School.

7. General Business

- Enquiry regarding Granville Nights attendance. Approximate attendance of 100 reported, focus on artists engaged, and audience development.
- Request for update at the next meeting on Cumberland Cultural Plan.

ACTION: Council Officers to provide update on Cumberland Cultural Plan at next meeting of Arts Advisory Committee.

8. Next Meeting

Tuesday, 21 May 2024, 6pm, The Granville Centre.

9. Close of Business

There being no further business the meeting closed at 6:47pm.

DOCUMENTS ASSOCIATED WITH REPORT C04/24-501

Attachment 6 Companion Animals Committee Minutes - 27 February 2024





Minutes of the Companion Animals Advisory Committee Meeting held at the 'Wali' Meeting Room Merrylands Council Administration Building on Tuesday, 27 February 2024.

1. Open of Meeting and Acknowledgment to Country

The Meeting was opened by the Chairperson – Trina Dias at 6:20pm.

Acknowledgement of the traditional owners of this land – the Darug People, and pay my respects to their elders past and present.

The Chairperson asked all attendees to go through the Chairperson to address the Committee to ensure the meeting is conducted in a professional and respectful manner.

2. Record of Attendance and Apologies

In Attendance:

<u>Name</u>	Representing
Clr Greg Cummings (CC)	Councillor
Trina Dias (TD)	Community Representative (Chairperson)
Sandra Brown (SB)	Community Representative
Lyn Wilson (LW)	Community Representative
Pamela Colman (PC)	Community Representative
Frank Cassar (FC)	Council – Coordinator Rangers
Steve McGregor (SMc)	Council - Team Leader Rangers
Venessa Klower (VK)	Council – Animal Control Officer

Absent:

<u>Name</u>	Representing
Clr Mohamad Hussein (CH)	Councillor (Absent)
Sami Eid (SE)	Community Representative (Absent)
Hai Quang Le (HL)	Community Representative (Absent)





3. Confirmation of Minutes

That the Committee confirm the Minutes of the Companion Animals Advisory Committee held on 7 November 2023 as a true record of the proceedings of the meeting held.

4. Business arising from Previous Minutes

4.1 Promotion of Animal Care / Responsibility

Pamphlets for residence on Companion Animals

(SMc) produced 5 pamphlets in relation to the below topics:

- Out and About with Dogs
- Assistance Animals
- Barking Dogs
- · Cats in Cumberland
- Responsible Pet Ownership in Cumberland

All have been passed onto Council's Communications team for vetting and corporate alignment and have been approved.

Action: Council Officers (SMc) is organise the pamphlets to be printed out and placed around Council's customer service areas and Libraries for the public.

Animal Information on Council's public website

Checks of Cumberland City Council website found the information regarding Companion Animals is not easily accessible. Frank to follow up this one with the Chairperson.

Venessa spoke about having a standalone Facebook site for lost and found animals in the Cumberland LGA.

Action: Council officers (FC) to review website accessibility and provide update at next meeting.

Action: Council Officers (FC,VK) to look into the requirements to establish a stand alone Facebook site for lost and found Animals (VK) to speak to Council's Communication team.

Action: Chairperson TD to contact Council Staff (FC) to discuss website.

5. Reports/Agenda items

5.1 Budget

Discussions were held regarding funding for Companion Animals and how funding is to be utilised.

(TD) enquired into how many animals Council has desexed and how much of the funding is available.

(FC) discussed that enquiries are being made to utilise a second rehoming provider, Pound Patrol Rescue (Sunset Boarding). This is due to the lack of kennel availability at Council's current Animal Holding Facility provider owned and run by Hawkesbury Council.





The only requirement for the proposed new contract would be the animals would need to be desexed and vaccinated prior to delivering of animal. (FC) proposed that funding should be utilised for these animals going to Pound Patrol (Sunset Boarding).

Action: Council Officer (FC) to do calculations on numbers of animals desexed and amount of funds left.

5.2 Committee Membership

The vacant positions have been put on hold until after the September Local Government Council Elections.

5.3 Desexing Program

Update provided by (VK) in relation to this matter in relation to costs. Vets spoken to and their fees were presented to the committee.

· Waiting to meet with Animal Welfare League

Action: (FC/VK) to provide update on AWL meeting

5.4 Pet Food Drive

Updates provided in relation to the pet food drive to help those less fortunate. In particular around the Holiday periods.

Action: (FC) to follow up with baskets and food collection points with local retailers and Council locations.

5.6 Change of Ownership

Having the OLG Pet Registry Pamphlet on Council's Website.

Action: (FC) To follow up on having the OLG Pet Registry Pamphlet placed on Council's website.

6. General Business

6.1 PETFEST

(CC) Suggested the Committee approach Council to have the Annual PETFEST re-established. The PETFEST could be run in the new town centre to start off with and build on it for a yearly event and eventually move it back to its original location at Holroyd Gardens. Time to run the event would preferably be in the second half of the year when the weather starts to warm up. The event would need to have its own Event budget.

Moved by Pamela Colman and seconded by Lyn Wilson

Action: (CC) To follow up, following Council Budget meeting.





6.2 Discount Desexing

Committee requested that a list of vets be compiled listing the vets that can provide discount desexing of animals to residents of Cumberland Council

Action: (VK) to follow up and provide a list of vets that can provide Discount Desexing.

6.3 Expansion of Councils Animal Holding Facility

Committee discussed the future expansion of Council's current Animal Holding facility .

Currently the facility is able to house a maximum of twelve (12) dogs and up to eight (8) cats possibly more depending on size and if from the same litter. It was suggested that the facility be expanded to be able to hold more dogs and cats which would require employing additional staff to run and maintain the facility.

The additional staff can be either a full time employee / casual. There would be a significant cost saving as it would substantially minimise the use of external pound providers.

7. Next Meeting

Tuesday 21st May 2024.

8. Close of Business

There being no further business the meeting closed at 7.30pm.

Signed

DOCUMENTS ASSOCIATED WITH REPORT C04/24-501

Attachment 7 Crime Prevention and Safety Committee Minutes - 5 February 2024





Minutes of the Community Safety and Crime Prevention Committee Meeting held at Wali & Buru Meeting Rooms at Merrylands on Monday, 5 February 2024.

1. Open of Meeting and Acknowledgment to Country

The Meeting was opened by the Chairperson – John Brodie at 6:07pm.

Acknowledgement of the traditional owners of this land – the Darug People and pay respects to elders past and present.

2. Record of Attendance and Apologies

In Attendance:

<u>Name</u>	Representing
Clr Diane Colman	Councillor
John Brodie	Community Representative (Chairperson)
Anthony Ruscic	Community Representative
Andrew Trieu	Community Representative
Pam Colman	Community Representative
Flavia Del Zio	Community Representative
Mario Peralta	Community Representative
Kittu Randhawa	Community Representative
Amit Golwala	Community Representative
Nicole Byrn	Council Staff
Christina Halligan	Council Staff
Rachna Soni	Council Staff
Shatha Jajo	Council Staff

Apologies:

<u>Name</u>	Representing	
Clr Sabrin Farooqui	Councillor (apology)	
Tania Smith	Community Representative (apology)	





Mohammed Wafai	Community Representative (absent)
----------------	-----------------------------------

3. Confirmation of Minutes

That the Minutes of the Community Safety and Crime Prevention Committee Meeting held on 6 November 2023 be adopted.

Moved Flavia Del Zio and seconded by Pam Colman.

4. Business arising from Previous Minutes

Committee membership for those missing three consecutive meetings

 Council has contacted those affected Committee members and is awaiting a reply.

Lighting in Dennistoun Avenue, Guildford West

 Council has investigated lighting and remaining concerns will be raised with the Traffic Committee via the Councillor representative.

Update in relation to compliance or policy changes for enforcing items left on footpaths

- Access Committee didn't have quorum; hence the issue was not discussed as an agenda item.
- Safety on footpaths near Guildford Swim Centre was discussed, it was suggested to use Snap Send Solve as the first response mechanism and then approach the Councillors if the job has not been allocated to the respective officer.

5. Agenda Items

• Domestic and Family Violence Update - Shatha Jajo

- Total of six organisations are actively attending the Hub since July last year.
- Expressions of interest have been sent to Open Support and Gallipoli Mosque.
- Referrals to the Hub are coming through organisations, Police and walkins.
- Coercive control training to be rolled out, Council will actively participate in training the staff to cater to our clients' needs at the Hub.
- Importance of Empower App was discussed at the meeting.
- o Social workshops for women to be introduced to the Hub.
- It was informed that Court Appointed Questioners are introduced to the court system. 53 trained JPs are appointed to ask questions from the victims allowing no face-to-face interaction with the perpetrator.





ACTION - Mr Brodie to brief Hub staff in relation to the introduction of Court Appointed Questioners, Council officers to determine a time.

Her Way Project Update

- Following the feedback from the community, the plans for the Guildford Laneway upgrade as part of the Safer Cities: Her Way program are now finalised. The project will include:
 - New furniture, including tables and benches
 - > A stage area and greenery
 - Installation of smart technology, including added lighting, CCTV and bins
 - Provisions for mobile phone charging stations; and
 - Public art
- Construction work commenced in the week beginning 29 January 2024 and is expected to be completed in May 2024, weather permitting.

Police Area Command Updates

- Representatives from the Local Area Commands were unable to attend, however will be available upon request for subsequent meetings.
- Council staff can provide updates from attending regular meetings with the Area Commands.
- Discussion on Key Drivers of Crime:
 - Unlocked cars leading to increase in steal from motor vehicle thefts
 - Stealing from storage cages in garages
 - Stealing of packaged goods from units
 - More arrests are made with regular DV operations state-wide
 - Frauds are on the rise

Walk Safely to School Day

- Walk Safely to School falls on 17 May 2024.
- o Committee was consulted on how to promote the event this year.
- Committee discussed ideas for promotion of the initiative and suggested engaging five schools across the LGA.

Crime Prevention Plan

- Consultants are engaged for the next four-year plan.
- o Draft to be ready by the end of financial year.

• Promotion of key Community Safety messaging

- o Options were discussed with the Committee.
- Committee decided on mophead pens, mouse pads, fridge clip magnets with shopping list, crime prevention calendar and trolley pins.





6. General Business

- Traffic issues on Walters Road Berala to be raised at Traffic Committee.
- Trucks entering at Denniston Avenue to be discussed at the Traffic Committee.
- Council will hold two events celebrating International Women's Day, 5 March and 8 March.
- Issues relating to electric cars were discussed. It was observed that they are very smooth and can't be heard leading to near miss collision with the pedestrians.
- It was noted that road rage incidents are on the rise. Council Traffic Team along with Crime Prevention Officer to raise awareness about managing aggressive behaviour while driving.
- It was observed by the Committee that there is a significant increase in frauds. Council to work with the Police and explore why and how the scams are rising.

7. Next Meeting

Monday, 6 May 2024 at 6:00pm, in Wali & Buru Rooms.

8. Close of Business

There being no further business the meeting closed at 7:20pm.

DOCUMENTS ASSOCIATED WITH REPORT C04/24-501

Attachment 8 CALD Committee Minutes - 26 February 2024





CALD Advisory Committee Meeting 26 February 2024

Minutes of the CALD Committee Meeting held via MS TEAMS (Online) on Monday, 26 February 2024 at 6:00pm

1. Open of Meeting and Acknowledgment to Country

The Meeting was opened by the Chairperson – Roydon Ng at 6:10pm.

Acknowledgement of the traditional owners of this land – the Darug People, and pay my respects to their elders past and present.

2. Record of Attendance and Apologies

In Attendance:

<u>Name</u>	Representing
Kittu Randhawa	Community Representative
Desiree Leone	Community Representative
Roydon Ng	Community Representative
Habib Bhurawala	Community Representative
Pauline Kim	Community Representative
Nicole Byrn	Council Staff
Clr Sabrin Farooqui	Councillor
Cassandra Tull	Council Staff
Christina Halligan	Council Staff
Christopher Manoski	Council Staff

Apologies:

<u>Name</u>	Representing
Chandrika Subramaniyan	Community Representative (absent)
Mahalaxmi Desai	Community Representative (absent)
Agathia Tin Lan Ge	Community Representative (absent)
Maie Sufan	Community Representative (absent)





CALD Advisory Committee Meeting 26 February 2024

Zainab Jalloh	Community Representative (apology)
Clr Kun Huang	Councillor (absent)

3. Confirmation of Minutes

That the Minutes of the CALD Committee Meeting held on 27 November 2023 be adopted. Moved Roydon Ng (Chairperson) and seconded by Desiree Leone.

4. Business arising from Previous Minutes

Welcoming Cities Update

Council is in the process of gaining a 12-month free subscription with Welcoming Cities and currently finalising the Council Profile that will be used on the Welcoming Cities website.

 Provide Feedback to City Planners Team regarding Application Search Landing page in other languages

Council has actioned this.

 Provide feedback from Neighbouring Councils for best practice in designing Council webpages to make it accessible for CALD Community

Council provided short presentation on neighbouring Council's *Have Your Say* webpages, to give examples and practices for Council to consider incorporating.

5. Agenda Items

Council's Community Engagement Team to discuss "Have your Say"
 webpage and engaging/informing CALD Communities in Cumberland –
 Acting Manager Place and Engagement - Christopher Manoski

Committee discussed the effectiveness of Google Translate on *Have your Say* (HYS) webpage, recognising its value of being able to translate and still hyperlink 'clickable' items on website despite occasional inaccuracies.

Council expanded on what the Engagement Team does for HYS outside of the online platform, including real-time, face-to-face translators and translated material for major projects and using his multi-lingual team to assist in other translating where appropriate.

 Strategies for Improving Communication with the CALD Community regarding Health Literacy & Health Promotion – Dr. Chandrika Subramaniyan and Dr Habib Bhurawala

Committee discussed the concern about significant delays in cancer diagnosis within the CALD community in Cumberland LGA and the need to address this issue collaboratively. Committee discussed ways to raise awareness and narrow the gap in medical care through events and/or programs.





CALD Advisory Committee Meeting 26 February 2024

ACTION: Council to inquire with Council's Bookings Team about reducing or waiving bonds for well-behaved hirers.

6. Next Meeting

Monday, 27 May 2024, online at 6:00pm.

7. Close of Business

There being no further business the meeting closed at 7:12pm.

DOCUMENTS ASSOCIATED WITH REPORT C04/24-501

Attachment 9 Floodplain Risk Management Committee Minutes - 5 March 2024





Floodplain Risk Management Committee Meeting 5 March 2024

Minutes of the Floodplain Risk Management Committee Meeting held at 16 Memorial Avenue, Merrylands on Tuesday, 5 March 2024.

1. Open of Meeting and Acknowledgment to Country

CIr Elmore nominated Daniel Cavallo as the chairperson of the meeting.

The meeting was opened by the Chairperson – Daniel Cavallo at 6:07pm.

Acknowledgement of the traditional owners of this land – the Darug People, and pay my respects to their elders past and present.

2. Record of Attendance and Apologies

In Attendance:

<u>Name</u>	Representing
Clr Glenn Elmore	Councillor
Clr Mohamad Hussein	Councillor (MS Teams)
Daniel Cavallo	Director Environment and Planning
Elias Elias	Acting Manager Engineering and Building
Rajan Rajarajan	Executive Engineer, Stormwater and Infrastructure Design
Priom Rahman	Department of Planning and Environment
Helen Slater	Cumberland SES (MS Teams)
David Grasby	Sydney Water (MS Teams)
Allan Ezzy	Committee Member
Pamela Colman	Committee Member

Apologies:

<u>Name</u>	Representing
Shelly Stingmore	Cumberland SES





Floodplain Risk Management Committee Meeting 5 March 2024

3. Confirmation of Previous Minutes

Committee members raised no objections to the previous meeting minutes.

4. Agenda Items

Actions from Previous Minutes

Key Discussion:

- Elias updated the committee on the following matters;
 - Terms of Reference (ToR) now adopted by Council
 - Haslams Creek Overland Flood Study requires update from Australian Rainfall and Runoff (ARR) 1987 to 2019 guidelines. Council to liaise with DCCEEW on way forward for study.
 - Pendle Creek and Girraween Creek Council intends to apply for funding through DCCEEW when it becomes available.
 - Flood Risk Management Studies and Plan (FRMS&P) Council continues to liaise with DCCEEW on the way forward for this work.
- Clr Elmore queried how often ARR data is updated. Priom advised that it is updated periodically, based on best available recent information.

Duck Creek and Duck River Overland Flood Study

Key Discussion:

- Elias advised the committee that a consultant, Royal Haskoning, has been appointed and the study has commenced.
- Scope of works has increased to include A'Becketts Creek, where approval from DCCEEW has been granted.
- Consultant has commenced the update of the ARR data, and has commenced the modelling.
- Data will be verified with neighbouring Councils, being Canterbury Bankstown Council and City of Parramatta Council.
- Prepare engagement plan to obtain residents feedback regarding flood issues they are currently experiencing. This initial engagement will be utilised to validate the flood models data and inform the preparation of the study.
- Pamela advised on her experience with previous consultation and suggested to complete in batches/groups.
- Helen requested that a working group or equivalent be set up to ensure SES
 experiences are captured in the study. Priom advised DCCEEW will also be
 interested in this. Elias advised that agencies will be consulted as part of the
 study.
- David advised if Council and the consultant would like the asset data for Sydney Water's channels of Duck Creek and A'Becketts Creek, to get in touch with him directly.
- If possible, committee requested consultant to undertake presentation at the next committee meeting.

Action: Prepare engagement plan with residents and continue to monitor progress of study.





Floodplain Risk Management Committee Meeting 5 March 2024

RECOMMENDATION: The Committee recommends that Council note the current project status and endorse that Council officers undertake early engagement with the community on the Duck Creek and Duck River Overland Flood Study to inform the preparation of the study.

• Updates to Council Website on Stormwater and Flooding

Key Discussion:

- Elias advised the committee that officers have reviewed the current website content
 on stormwater and flooding, and identified that further information to assist residents
 and developers on this matter could be included on a dedicated page.
- Helen requested to include a link to NSW SES website and encourage local community members to volunteer with their local unit.

Action: Council to develop draft information to include on website.

5. General Business

- Pamela requested an update on her previous matter regarding a local stormwater and sewer water contamination issue from Brian Street and Eddy Street, Merrylands West. David requested a copy of the email and will assist to the best of his knowledge. Council officers to forward the request to David for assistance.
- Priom advised that DCCEEW that grant funding in relation to FRMS&P projects will open soon, possible late March/April 2024. It is encouraged that Council nominate potential projects.
- No further general business was raised from the group.

6. Next Meeting

 Next meeting date – to be confirmed, subject to status of current Duck Creek and Duck River overland flood study.

7. Close of Business

There being no further business, the meeting closed at 6:50pm.

DOCUMENTS ASSOCIATED WITH REPORT C04/24-501

Attachment 10 Heritage Committee Minutes - 8 February 2024





Minutes of the Heritage Committee Meeting held at Committee Room 1 & 2, Cumberland City Council, Merrylands on Thursday, 8 February 2024.

1. Open of Meeting and Acknowledgment to Country

The Meeting was opened by the Chairperson – Kerryn Stanton at 6:10pm.

Acknowledgement of the traditional owners of this land – the Darug People, and pay my respects to their elders past and present.

The Chairperson asked all attendees joining the meeting remotely to mute their microphones unless addressing the Committee and to go through the Chairperson to address the Committee to ensure the meeting is conducted in a professional and respectful manner.

2. Record of Attendance and Apologies

In Attendance:

<u>Name</u>	Representing
Clr Diane Colman	Councillor
Clr Glenn Elmore	Councillor
Ms Kerryn Stanton	Community Representative (Chairperson)
Ms Pamela Colman	Community Representative
Ms Pamela Zopf	Community Representative
Mr Firas Shawash	Community Representative
Mr Robert Lynch	Community Representative
Ms Dorothy Warwick	Community Representative (remotely)
Mr Debashis Raha	Community Representative (remotely)
Mr Christopher Roehrig	Heritage Advisor
Mr Jai Shankar	Council – Executive Manager City Planning and Development
Mr Will Wang	Council – Acting Coordinator Urban Strategy and Planning
Ms Esra Calim	Council – Coordinator Planning Operations
Ms Shruti Nair	Council – Strategic Planner





Apologies:

<u>Name</u>	Representing
Mr Cecilia Peralta	Community Representative (apologies)
Ms Kerrie Kenton	Community Representative (absent)
Celeste Greeves	Heritage Advisor (absent)

3. Confirmation of Minutes

That the Committee confirms the Minutes of the Heritage Advisory Committee held on 13 November 2023 as a true record of the proceedings of the meeting held.

Moved Ms Kerryn Stanton Seconded Mr Debashis Raha.

4. Reports/Agenda Items

4.1 Introduction and election of the rotating Chair for the Committee

Ms Kerryn Stanton was elected Chairperson for this meeting.

4.2 Update on request from last meeting

Key Discussion

- The committee requested that the list of Development Applications for Heritage items distinguishes whether the application is for heritage item or a neighbourhood property.
- The committee was advised that the Council is willing to host a podcast featuring committee members discussing local heritage and upcoming Council's Awards and Rebate Programs, with facilitation by a Council officer.
- Mr Wang informed the committee that the Council staff have been coordinating with the community engagement team to schedule a podcast in March 2024.
- Committee member Ms Warwick and Ms Stanton will represent the Committee.

Action: Council staff to liaise with the community engagement team and the interested committee members to organise the podcast.

4.3 Availability for upcoming Committee meeting

Key Discussion

- The Committee was advised of the next meeting on Thursday, 9 May 2024 at 6pm.
- Committee members support the proposed date and time.





Action: Council staff to send out the meeting invite to the committee members.

4.4 Update on the 2024-25 Cumberland Local Heritage Awards and Rebate Programs

Key Discussion

- Mr Wang advised the committee that planning for the 2024-25 Cumberland Local Heritage Awards and Rebate Program is currently underway.
- The committee was informed about the theme for 2024-25 Cumberland Local Heritage Awards and Rebate Program, which was adopted during the committee meeting on 13 November 2023.

"Connections – to celebrate the rich and diverse stories of Cumberland, strengthen cultural and historical ties and encourage the community to forge new bonds. It acknowledges our link to people, places and the past, and the enduring connections that will shape the future of heritage."

- Mr Wang advised as per the 2022-23 program, there will be four categories that will be open for entry in 2024-25:
 - Category 1: Best maintained Heritage Property
 - Category 2: Restoration and Development (including adaptive re-use)
 - Category 3: HistoResearch: researching our local history
 - Category 4: Keeper of the Stone (Children's Heritage Award) Colouring Competition
- Ms Stanton enquired about how Council would promote the 2024-25 Cumberland Local Heritage Awards and Rebate Program.
- The committee was informed that Council officers have submitted an application to the Strategic Communication and Community Engagement team for the public consultation of the 2024-25 Cumberland Local Heritage Awards and Rebate Programs. This includes the distribution of flyers, postcards, notification letters, social media posts, enewsletters, and newspaper advertisements.
- Mr Shawash enquired if committee members or family of committee members can participate in the competition.
- The committee was advised on the selection of the image for the colouring competition, as well as how closely the image aligns with the theme of the award program.
- Mr Wang advised the committee that the Rebate Program will run parallel to the Awards Program this year, as it did in previous years.

Action: Council staff to confirm if committee members or family of committee members can participate in the competition.

Action: The committee requested that Council staff include a brief history about the selected image for the colouring competition.





4.5 Update on the 2022-23 Cumberland Local Heritage Awards and Rebate Programs

Key Discussion

 Mr Wang advised that 12 out of 16 application were approved for the funding last year. Out of these, 7 applicants have successfully met the conditions, and 2 applicants have completed the work on their property as of 7 February 2024.

4.6 Update on Cumberland Heritage Planning Proposal

Key Discussion

- The Committee was advised that on 6th December 2023 Council resolved to progress with 16 new heritage items listed below:
 - 1. Former Auburn Post Office (HS 2)
 - 2. Pritchard's Building (HS 3)
 - 3. Federation Shopfronts (HS 4)
 - 4. Federation Queen Anne Residence (HS 7)
 - 5. Auburn Gallipoli Mosque (HS10)
 - 6. Melton Hotel (HS 22)
 - 7. Auburn Hotel (HS 25)
 - 8. St John of God Catholic Church (HS 27a)
 - 9. St John's Catholic Primary School (HS 27b)
 - 10. Headstone and Memorials (HS 41)
 - 11.8 Hewlett Street (HS 44)
 - 12. St Aphanasius Ukrainian Orthodox Church and Hall (HS48)
 - 13. Federation Bungalow (HS52)
 - 14. Former Jantzen Swimwear Factory (HS 71)
 - 15. Victorian Weatherboard Cottage (HS 78)
 - 16. Federation Bungalow (HS 79)
- The committee was advised that Heritage item HS27 is separated into two items as per Council's resolution.
- The committee was advised that currently the Council officers are implementing the Council resolution on updating the maps and required documents for the Department of Planning, Housing and Infrastructure for finalisation.





4.7 EOI: State Heritage Register–St Joseph's Hospital (former Duncraggan Hall)

Key Discussion

- The committee was advised that during the Heritage Planning Proposal Council Meeting on December 6, 2023, one of the speakers raised an Expression of Interest (EOI) to include Cumberland Local Heritage St. Joseph's Hospital (former Duncraggan Hall) to the State Heritage Register.
- The committee was advised that the speaker from the Council meeting also seeks interest from Council in progressing the above.
- Mr Wang informed the committee of the State Heritage Register process.
 Heritage NSW online information outlines that anyone can nominate a Local Heritage Item for consideration. The following process applies:
 - o Complete State Heritage Register Nomination Form
 - Lodge the form with Heritage NSW
 - Heritage NSW to conduct the following process:
 - Eligibility check and preliminary assessment
 - Assessment
 - Recommendation to the Minister for Environment and Heritage
 - Minister decision

Mr Wang advised that for detailed information regarding the criteria and process, refer to Heritage NSW's website (https://www.environment.nsw.gov.au/topics/heritage/request-a-heritage-listing/nominate-an-item-for-listing-on-the-state-heritage-register)

- Ms Stanton mentioned that the inventory sheet for the St. Joseph's Hospital clearly states that it meets the criteria for inclusion of State Heritage Register because of its history.
- Ms Stanton also mentioned that construction is underway in another part of the property, raising concern about its potential impact.
- Heritage Advisor Christopher Roehrig offered to provide additional information on the above matter.

Action: Council staff to send the link of inventory sheet of St. Joseph Hospital (former Duncraggan Hall) to the Committee.

Action: Council staff to contact the EOI applicant to assist with the process of State Heritage Register and contact the owner of the property informing the owner about this matter.





4.8 Update on the Draft Westmead South Master Plan

Key Discussion

- The committee were advised that Council officers are currently reviewing all submissions and seeking input from technical consultants at this stage.
- The Committee was advised that the submission report for the Westmead South Master Plan will be available to the Committee to review when it becomes public.
- The committee was advised on the proposed HCA's and Heritage Items included in the Master Plan, these are as follows:
 - Inter-War Bungalow at 18 Austral Avenue (HS90)
 - 'Deskford' Victorian Gothic Residence at 41-43 Hawkesbury Road (HS95)
 - The Oakes Centre at 74 Hawkesbury Road (HS96)
 - St Barnabas Church and Hall at 75 Hawkesbury Road (HS97), and
 - Inter-War Bungalow at 74 Houison Street (HS100)
 - Westmead East Heritage Conservation Area.
 - Extension to the Toohey's Palms Estate Heritage Conservation Area.
- Mr Wang also informed the committee that the heritage listings are being reassessed based on the community feedback received by the Council and also the technical advice being received from the engaged consultants for the Westmead South project.

Action: Council staff to send the link to Committee Members when the Business Paper for Westmead South Master Plan is public.

4.9 Status of Heritage Item and Heritage Conservation Area Related Development Applications

Key Discussion

- Committee members were provided with a list of the recent heritage related DAs.
- The committee was advised that the public consultation for DA2023/0753 is open until 12th February 2024.
- The committee was advised that the details about the Heritage Development Application can be found in Council's DA tracker.
- Ms Stanton suggested that Council staff add addresses for Heritage Items in the copy of the recent heritage related DAs.

Action: Council staff to add the address of the Heritage Items in the list for future meetings.





5. General Business

Key Discussion

- Mr Shankar advised the resignation of committee member Ms Linda Stepto due to family circumstances at the beginning of the meeting.
- The committee was advised that, following consultation with Council's governance team, two options were suggested: either initiate an Expression of Interest (EOI) process to recruit an alternative member, or maintain the current quorum, considering that only two meetings remain.
- Committee supported to maintain the current quorum, given the size meets the applicable requirements, and not go out EOI process.
 Moved Clr Colman Seconded Robert Lynch
- CIr Elmore enquired about the putting up a blue plaque on Granville swimming pool that was established 3/4 years ago by NSW Government:
 - 'Blue Plaques' is a NSW Heritage program recognising sites associated with well-known local people.
 - CIr Elmore referred to actor Paul Hogan's association with Granville pool, and whether a nomination has been (or could be) submitted (https://blueplaques.nsw.gov.au/).
- CIr Elmore informed the committee that the Granville Scout Hall in Granville is closing. The Granville Scout Hall's memorabilia therefore needs a new home. The committee discussed whether it may be a suitable addition to the Granville Historical Society collection, housed in the old Granville Library in Carlton Street. As Granville Library is managed by Council, the committee supports acquisition of local historical collections, such as the Scout Hall memorabilia.
- The Committee noted the need to promote the Granville Historical Society.
- Ms Zopf advised that the Granville Historical Society is open on Wednesdays and hopes for new members. The next Linnwood House Open Day is on Sunday 24th of March 2024, therefore it is a good opportunity to learn more about the society and its collection.

Action: Council staff to confirm with community engagement team to find a way to promote Granville Historical Society, potentially including in the upcoming podcast recording.

6. Next Meeting

Thursday, 9 May 2024

7. Close of Business

There being no further business the meeting closed at 07:25 pm.

Signed

Kerryn Stanton 26/02/2024

DOCUMENTS ASSOCIATED WITH REPORT C04/24-501

Attachment 11 Library Committee Minutes - 13 February 2024





Library Committee Meeting 13 February 2024

Minutes of the Library Committee Meeting held at Guildford Library on Tuesday, 13 February 2024.

1. Open of Meeting and Acknowledgment to Country

The Meeting was opened by the Chairperson – Samantha Rich.

Acknowledgement of the traditional owners of this land – the Darug People and pay my respect to their elders past and present. – Read by Stephanie Hodgson.

2. Record of Attendance and Apologies

In Attendance:

<u>Name</u>	Representing
Clr Diane Colman	Councillor
Julie Thomas	Community Representative (Online)
Melih Sayan	Community Representative
Samantha Rich	Community Representative (Chairperson)
Pamela Colman	Community Representative
Sue Stenning	Community Representative
Hasnain Bhurawala	Community Representative (Online)
Stephanie Hodgson	Council Staff Member
Salina Khao	Council Staff Member
Kylie Vella	Council Staff Member

Apologies:

<u>Name</u>	Representing
Clr Helen Hughes	Councillor (apology)
Nicole Byrn	Council Staff Member (apology)
Hai Quang Le	Community Representative (apology)
Chandrika Subramaniyan	Community Representative (apology)





Library Committee Meeting 13 February 2024

3. Confirmation of Minutes

That the Minutes of the Library Committee Meeting held on 14 November 2023 be adopted.

Moved Pamela Colman and seconded by Julie Thomas.

4. Business arising from Previous Minutes

All business arising is covered in the agenda items.

5. Reports/Agenda items

Vending Machine – Berala Community Centre

Information on the vending machine was provided to the Committee. There was discussion around how the machine could be customised to our needs. A borrowing report requested to look at items that are being borrowed from the Berala postcode for the next meeting and any further questions could be emailed to Salina.

ACTION: Report on the borrowing patterns of library users from Berala.

Library Highlights

Information and discussion on the highlights of the Library since November meeting. These included:

- Young Writers Awards
- 1000 Books Before Kindergarten
- Bunnings Christmas Craft
- Cooling Cumberland program

ACTION: Library highlights document to be included in the Minutes.

Cumberland Library App

Update on the Library App and information provided:

- Why the App is no longer working?
 Issue with the Library Management System and third party who was working on the application.
- When the App will be available?
 Information has been received that they are working on a solution with the Library Management System and the third party. When there is additional this will be updated on social media.
- Methods for updating on progress
 Information will be added to social media and the Library OPAC.

Suggestion from the Committee that whilst social media posts were available next time maybe Council could send out a eNewsletter with information for members as well.

ACTION: Information on any update on Library App to be emailed to committee.





Library Committee Meeting 13 February 2024

6. General Business

No general business.

7. Next Meeting

Tuesday 14 May 2024, at Auburn Library.

8. Close of Business

There being no further business, the meeting closed at 6.53pm.

Signed

DOCUMENTS ASSOCIATED WITH REPORT C04/24-501

Attachment 12 Youth Committee Minutes - 13 February 2024





Youth Advisory Committee Meeting 13 February 2024

Minutes of the Youth Advisory Committee Meeting held online on Tuesday, 13 February 2024.

1. Open of Meeting and Acknowledgment to Country

The Meeting was opened by the Chairperson – Hahano Ki Mala'e Kula Namoa at 4:10 pm.

Acknowledgement of the traditional owners of this land – the Darug People and pay my respects to their elders past and present – Hahano Ki Mala'e Kula Namoa.

2. Record of Attendance and Apologies

In Attendance:

<u>Name</u>	Representing		
Bernadette Martinez	Young Person Representative		
Hahano Ki Mala'e Kula Namoa	Young Person Representative (Chair)		
Roydon Ng	Young Person Representative		
Andy Chen	Young Person Representative		
Hasnain Bhurawala	Young Person Representative		
Maddie Soyer	Young Person Representative		
Clr Mohamad Hussein	Councillor		
Clr Kun Huang	Councillor		
Victoria Franji	Council Staff		
Stephanie Hodgson	Council Staff		
Stephanie McElroy	Council Staff (Minutes)		

Apologies:

<u>Name</u>	Representing		
Marlene Khouzam	Young Person Representative (Apology)		
Jessica Searle	Young Person Representative (Absent)		
Mohammed Wafai	Young Person Representative (Absent)		
Melih Sayan	Young Person Representative (Apology)		





Youth Advisory Committee Meeting 13 February 2024

3. Confirmation of Minutes

That the Minutes of the Youth Advisory Committee Meeting held on 9 November 2023 be adopted. Moved Clr Mohamad Hussein and seconded Roydon Ng.

4. Business arising from previous Minutes.

- Provide update on outcome of HSC study space program:
 - 126 participants across 15 sessions utilised this program held at Auburn, Granville, and Merrylands Libraries. Additionally, quiet study spaces were offered at Berala Community Centre, Allan G Ezzy and Wentworthville Community Centre however the sessions were not staffed by Council and no statistics are available on utilisation of these sessions.

5. Reports/Agenda Items

- Day and time of Youth Advisory Committee meetings:
 - The group discussed the possibility of changing the day and/or time of the Youth Advisory Committee meetings as some members are regularly unable to attend due to other commitments.

ACTION: Survey/poll for committee members to determine the majority's preferred meeting day and time.

- Youth Strategy update:
 - Update provided on status of the Year One and Two actions from the strategy. A mid-strategy report is being produced which will provide further detail on progress. Key achievements which were highlighted, include: -
 - 2023 Youth Week
 - Successful and engaging School Holiday Programs
 - Developing a partnership with Merrylands Youth Centre to commence a Youth Employment Assistance program.
 - Organising a photography exhibition giving young refugees an opportunity to share their stories and photos within Cumberland that helped them feel connected to this community.
 - Facilitating a Youth Mental Health Summit with the Youth Sector in 2023.
 - Outlined that plans for Year Three actions from the Youth Strategy have commenced. In summary, actions will include: -
 - Further youth sector training and capacity building
 - Improved awareness of services for youth
 - Further implementation of the Children and Youth Participation Framework
 - Targeted actions around cultural celebration and awareness of the diverse communities to assist with the breakdown of barriers.
 - Programs which focus on healthy relationships, substance use, healthy eating, and healthy body image
 - Actions around employment skills, mentorship and fostering young people's own interests and priorities.





Youth Advisory Committee Meeting 13 February 2024

 Community and youth specific census data from 2016 versus 2021 was provided, based on the community snapshots prepared by Council in the previous and current Youth Strategies.

Young entrepreneur's update:

Update on the Young Entrepreneur's program. Six (6) young people prepared stalls at the 2023 Council Christmas in the Garden event in a 'Youth Market' area. All participants made sales and feedback was positive. Further support and capacity building actions will be completed with these young people to support their skills and empower them around self-employment/small business. Another Youth Market will be run at Council's upcoming Easter event in March 2024.

Y4Y and Youth Week update:

Plans have commenced for 2024 Youth Week with the Y4Y group. Events will take place across the April school holiday period, in coordination with Council's other youth school holiday activities. The major event will occur on Tuesday, 16 April 2024 at the Granville Centre. Council and the Y4Y will be engaging local youth services to have a presence at the major event.

Youth Employment:

- Update provided on different Council initiatives to improve youth employment outcomes. This included: -
 - Council's School Based Trainee program
 - Merrylands youth employment service that runs every Tuesday from 2:00pm - 5:00pm. This service offers resume building, job application guidance, interview preparation, career advice and portfolio creation.
 - Cumberland Youth and Jobs Expo 2023
 - Try a Trade Day 2023.

Asset Based Community Development training:

o Information about Asset Based Community Development training and advised that the Community Development Team at Council are currently offering this training to the Cumberland community sector. Committee members can express interest to register through Victoria Franji. Asset Based Community Development training can also be considered for the Cumberland Youth Interagency and Y4Y, if relevant.

6. General Business

No general business.

7. Next Meeting

Next meeting to be confirmed once meeting time and date preferences are gained.

8. Close of Business

There being no further business the meeting closed at 4:51pm.

Signed



Item No: C04/24-502

NOTICE OF MOTION - PROMOTION OF OPPORTUNITIES IN DEVELOPMENT INDUSTRY

Councillor: Steve Christou and Paul Garrard

SUMMARY

Pursuant to Notice, Councillors Christou and Garrard submitted the following Motion.

NOTICE OF MOTION

In support of effects to promote enhanced economic opportunities from within the development industry towards addressing the existing housing backlog, the General Manager urgently report on the following:

- 1. As to how developer contributions upon development could be deferred for a specific period; and
- 2. How the community's interest, represented by Council can be protected.

RESOURCING/FINANCIAL IMPLICATIONS

If supported, a report can be prepared utilising existing staff resourcing.

GENERAL MANAGER ADVICE

Nil

ATTACHMENTS

Nil