

**BUSINESS PAPER**

**for**

**COUNCIL  
MEETING**

**01/05**

**6.30 PM, TUESDAY,  
15 FEBRUARY, 2005**

# MARRICKVILLE COUNCIL

Administrative Centre  
PETERSHAM

9 February, 2005

Dear Councillors

Notice is given of the **COUNCIL MEETING**, to be held in the COUNCIL CHAMBERS AT THE ADMINISTRATIVE CENTRE, PETERSHAM, on TUESDAY, 15 February, 2005, commencing at 6.30pm.

Yours faithfully



Candy Nay  
**General Manager**

## COUNCILLORS

<b>Chairperson</b>	Councillor Morris Hanna OAM ( <i>Mayor</i> )	South Ward	Ph: 9569-1447 Fax: 9550-0636
<b>Deputy Chairperson</b>	Councillor Sam Byrne ( <i>Deputy Mayor</i> )	West Ward	Ph: 9560-5755 Fax: 9560-5766
	Councillor Sam Iskandar	Central Ward	Ph: 9558-7777 Fax: 9554-7841
	Councillor Saeed Khan	Central Ward	Ph: 9569-8634 Fax: 9569-8746
	Councillor Victor Macri	Central Ward	Ph: 9569-2865 Fax: 9569-8750
	Councillor Fiona Byrne	North Ward	Ph: 9519 1110 Fax: 9550-6878
	Councillor Barry Cotter	North Ward	Ph: 9550-4601 Fax: 9590-9539
	Councillor Colin Hesse	North Ward	Ph: 0401 719124 Fax: 9559-8921
	Councillor Peter Olive	South Ward	Ph: 0401 719148 Fax: 9559-6098
	Councillor Rae Owen	South Ward	Ph: 9559-5350 Fax: 9554-7842
	Councillor Penny Sharpe	West Ward	Ph: 0401 719141 Fax: 9550-6830
	Councillor Dimitrios Thanos	West Ward	Ph: 9569-0199 Fax: 9550-0849

## COUNCIL MEETING

The Council meeting is chaired by His Worship the Mayor, Councillor Morris Hanna OAM. The names of the Councillors and their contact details are listed on the previous page. Councillors are entitled to one vote on a matter. If votes are equal, the Chairperson has a second or casting vote. When a majority of Councillors vote in favour of a Motion it becomes a decision of the Council.

## THE MEETING

The Meeting is conducted in accordance with Council's Code of Meeting Practice. The order of business is listed in the Agenda. That order will be followed unless a request has been made by a member of the community to address the Council on an item on the Agenda. If a request has been made, the Chairperson will ask the Council whether it wishes to bring that item forward. If Council resolves to bring more than one item forward the items will be considered in the order they are listed on the Agenda, unless the Council decides otherwise. The procedures for addressing the Council are contained on the following pages, under the heading "Meeting Procedures - Public Forum".

Some items are *CONFIDENTIAL* in accordance with S10(2) of the Local Government Act. This will be clearly stated in the Business Paper. These items are not discussed in open Council and observers will be asked to leave the Council Chambers when they are discussed.

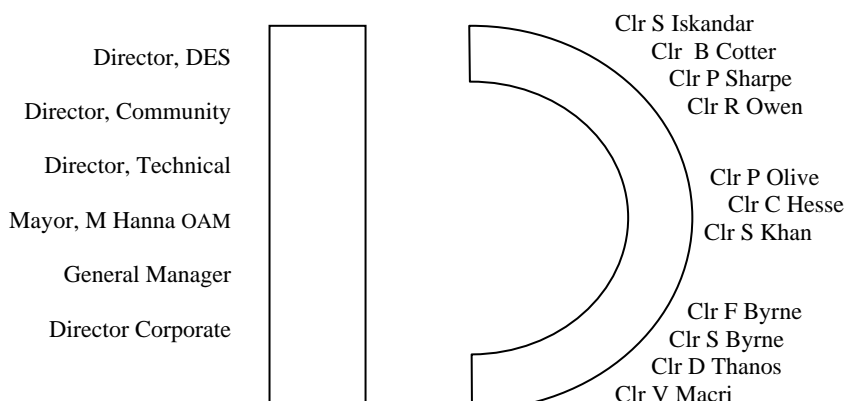
Items are *CONFIDENTIAL* if any of the following apply:

- (a) personnel matters concerning particular individuals;
- (b) the personal hardship of any resident or ratepayer;
- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business;
- (d) commercial information of a confidential nature that would, if disclosed:
  - (i) prejudice the commercial position of the person who supplied it, and on balance, would be contrary to the public interest; or
  - (ii) confer a commercial advantage on a competitor of the council, and on balance, would be contrary to the public interest; or
  - (iii) reveal a trade secret,
- (e) information that would, if disclosed, prejudice the maintenance of law, and on balance, would be contrary to the public interest;
- (f) matters affecting the security of the council, councillors, council staff or council property, and on balance, would be contrary to the public interest;
- (g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege, and on balance, would be contrary to the public interest.

The grounds on which a meeting is closed to the public must be specified in the decision to close the meeting and recorded in the minutes of the meeting.

The number of items that are dealt with as *CONFIDENTIAL* are kept to a minimum.

## LAYOUT FOR COUNCIL MEETINGS



## **THE ROLE OF THE ELECTED COUNCIL**

Marrickville Council has twelve Councillors who are elected every four years to direct and control the affairs of the Council, in accordance with the Local Government Act. The Councillors review the performance of the Council and its delivery of services, the Council's financial and management plans and its annual budget.

The work of a Councillor is voluntary and a small allowance is paid to compensate them for the cost of attending the many Council Meetings and carrying out their civic duties.

In Marrickville, the Mayor is elected by the twelve Councillors to lead the Council, and is required to represent Council at many civic and community functions. The Mayor receives an additional allowance to undertake these duties.

### **MEETING TIMES**

<b>1st Tuesday of each month</b>	<b>6.00 pm</b>	<b>DEVELOPMENT &amp; ENVIRONMENTAL SERVICES COMMITTEE MEETING</b> <i>(Development Approvals, Monitoring Services, Planning Services, Environmental Services)</i>
	<b>at conclusion of Development &amp; Environmental Services</b>	<b>ORDINARY COUNCIL MEETING</b> (Development & Environmental Services Committee Matters Only)
<b>2nd Tuesday of each month</b>	<b>6.00 pm</b>	<b>COMMUNITY SERVICES COMMITTEE MEETING</b> <i>(Children's Services, Community Relations, Community Development, Library Services)</i>
	<b>at conclusion of Community Services</b>	<b>CORPORATE SERVICES COMMITTEE MEETING</b> <i>(Finance, Administrative Services, Employee Services, Information Systems)</i>
	<b>at conclusion of Corporate Services</b>	<b>TECHNICAL SERVICES COMMITTEE MEETING</b> <i>(Parks &amp; Reserves, Traffic, Engineering Services, Property Services, Business Units)</i>
<b>3rd Tuesday of each month</b>	<b>6.30 pm</b>	<b>ORDINARY COUNCIL MEETING</b>

Each of Council's committees has delegated authority to make decisions subject to a number of limitations. Matters which cannot be decided by the committees are referred to the Ordinary Council Meeting for decision. Meetings are held on the 3rd floor of Council's Administrative Centre, 2-14 Fisher St, Petersham.

### **COUNCIL BUSINESS PAPERS**

To enable Council to give consideration to items of business at each Meeting, a Business Paper, like this one, is prepared, containing reports by senior staff in relation to each item listed on the Agenda for the Meeting. The Business Paper for each Meeting is available for perusal by members of the public at Council's Libraries and Community Neighbourhood Centres on the Thursday prior to the Council Meeting.

### **PUBLIC ATTENDANCE AT COUNCIL MEETINGS**

Members of the public are welcome to attend Council and Committee Meetings and are also permitted to address Council and Committee meetings if the subject is directly related to an item before the Meeting. Details of the procedures to be followed in addressing Council and its committees are contained in the section of the Business Paper entitled "Meeting Procedures - Public Forum"

### **INTERPRETER ASSISTANCE**

If you do not understand any part of the information given above, or wish to obtain information in relation to Council, don't hesitate to come to any of Council's offices.

## **MEETING PROCEDURES - PUBLIC FORUM**

1. Persons will be permitted to address Council/Committee Meetings only if the subject is related directly to an item before the Council/Committee at that meeting.
2. A precis of the address shall be submitted in writing and shall be delivered to the General Manager on the ground floor of the Administrative Centre by midday on the day of the meeting. The precis should include a reference to the item on the Business Paper, details of the speaker's name, telephone number, interest in the item, brief details of the points to be made in the address and whether the recommendation is favoured or opposed.
3. Copies of the precis received shall be given to all Councillors at the commencement of the Meeting.
4. All persons addressing the Meeting shall speak to the Chair.
5. The time allowed for each speaker shall be limited to three (3) minutes with one (1) extension of not more than three (3) minutes with the approval of the Council Committee. This time limit shall apply no matter how many items are addressed by the speaker.
6. Not more than one (1) member of a Group may speak.
7. Each item before Council Committee is restricted to (3) speakers for and one (3) speakers against the Recommendation.
8. Any proposed variation from 1 to 7 above shall be subject of a procedural motion.
9. Councillors will not enter into general debate with, or ask questions of, speakers.
10. The Chairperson may curtail public participation where the information being presented is considered repetitive or irrelevant.
11. Questions or representations will be dealt with in strict sequence of the Agenda for the Meeting.

***PRECIS***

**PAGE**

**ACKNOWLEDGEMENT OF COUNTRY**

**PERIOD OF SILENCE FOR PRAYER, PLEDGE OR CONTEMPLATION**

**PRESENT**

**DISCLOSURES OF INTERESTS (Section 451 of the Local Government Act and Council's Conflict of Interest Policy)**

**CONFIRMATION OF MINUTES**

**MINUTES OF MEETING 10/04 - 14 December, 2004** **1**

**MINUTES OF MEETING CDM 01/05 - 1 FEBRUARY, 2005** **8**

**COMMUNITY SERVICES**

**CHILDREN'S SERVICES MATTERS**

**CS 2** **SPECIAL NEEDS SUBSIDY SCHEME SUPPLEMENTARY SERVICES 2004 ANNUAL PAYMENT** **10**  
**(From Community Services Committee Meeting 01/05)**

Council is advised that the Commonwealth Department of Family and Community Services will make their annual payment of \$11,600 for activities carried out by the Resource and Support Program related to the Special Needs Subsidy Scheme. It is recommended that the report be received and noted and that Council accept the funds.

**COMMITTEE RECOMMENDATION:**

THAT the Recommendation as appearing on the Business Paper be adopted.

***PRECIS***

**CORPORATE SERVICES**

**FINANCE MATTERS**

**FS 4                    PAYMENT OPTIONS AT AUSTRALIA POST OUTLETS                    12**  
**(Report to Corporate Services Committee Meeting 01/05)**

File Ref: 4577-03

This report provides a recommendation in relation to the Petition, received from Marrickville South Licensed Post Office on 13 August 2004, which requested that the option of payment of Council rates be extended to Australia Post outlets. It is recommended that Council implement the Australia Post POSTbillpay system for rates revenue.

**COMMITTEE RECOMMENDATION:**

THAT the Recommendation as appearing on the Business Paper be ADOPTED. With an additional point as follows:

(That Council):

4.        investigates the option of payment of rates through local newsagencies.

## ***PRECIS***

### **TECHNICAL SERVICES**

#### **ENGINEERING MATTERS**

**ES 4                    PARKING FOR CARSHARE VEHICLES – OUTCOME OF                    15**  
**APPEAL TO REGIONAL TRAFFICE COMMITTEE**  
**(Report to Technical Services Committee Meeting 01/05)**

File Ref: 4577-03

This a report on the outcome of an appeal by the NSW Police against Marrickville Council's decision to allocate dedicated parking spaces in Federation Road, Newtown and Metropolitan Road, Enmore for car share vehicles. The appeal was heard on 11 January 2005 and was upheld by the Regional Traffic Committee.

The Regional Traffic Committee decision requires Council to advertise its scheme as part of an overall community consultation; investigate other alternatives and options for car share parking; consider the issues in regard to parking for emergency vehicles in Australia Street; consult with the Local Government Car Share Parking Working Group on the development of guidelines for future applications; and refer a revised proposal to the Local Traffic Committee (LTC) for consideration and a recommendation to Council. Accordingly, to progress the car share proposal it is recommended that Council advertise its Policy "ES 14 - Support For Car Share Organisations". It is further recommended that Council's proposal be amended by relocating the proposed space in Metropolitan Road to within the Edgeware Road car park and the amended scheme, including the two spaces in Federation Road, be advertised for public comment, with a further report to Council and the LTC. It is further recommended that Council consult with the Local Government Car Share Working Group on the development of guidelines for future applications.

To address the requirement for Council to consider the issues in relation to parking for emergency vehicles in Australia Street, discussions have been held with the Police. A proposal has been prepared for Council's consideration for the provision of parking for a further three Police vehicles in Australia Street, immediately to the north of the vehicular entrance of the Newtown Fire Station, and the issuing of two visitor parking permits to Newtown Police to be used by Officers who are considered by the Local Patrol Commander to be at risk. If Council approves the proposal a public consultation process will be undertaken with a further report to Council and the LTC.



**PRECIS**

**ES 4            PARKING FOR CARSHARE VEHICLES – OUTCOME OF  
APPEAL TO REGIONAL TRAFFICE COMMITTEE**

**Continued**

**COMMITTEE RECOMMENDATION:**

**THAT:-**

1. the advice of the Regional Traffic Committee be received and noted;
2. Council advertise its Policy ES14 - Support for Car Share Organisations and consider any submissions received;
3. the proposal for two dedicated parking spaces in Federation Road and one dedicated parking space in Metropolitan Road and the potential for spaces in the Edgeware Road Car Park be advertised for public comment and consider any submissions received;
4. Council continue to participate in the Local Government Car Share Parking Working Group on the development of guidelines for future applications and the minutes of meetings, together with any such guidelines, be submitted to the Committee;
5. Council considers the issue raised by the Police of parking around the Newtown Police Station as unrelated to the current car share parking proposal; and
6. Council refers the proposal outlined in the report concerning parking around Newtown Police Station to the Local Traffic Committee for separate detailed examination and public consultation.

**PRECIS**

**ES 5 - PROPOSAL FOR THE RE-ESTABLISHMENT OF AN ALCOHOL FREE ZONE IN SYDENHAM GREEN AND PROXIMITY (From Technical Services Committee Meeting 01/05)**

**26**

This is a report on the proposal to re-establish an alcohol free-zone in the streets and footpaths within Sydenham Green Park. The streets affected include parts of Henry Street, Reilly Lane, Railway Lane, Rowe Lane, Park Lane and Stuart Lane and the whole of Rowe Street and Henry Lane, Sydenham. The exact location is fully described on the map which is **ATTACHED** to this report (**ATTACHMENT 1**).

The proposal was advertised in November 2004. No objections were received. It is recommended that Council proceed with the re-establishment of an alcohol free-zone in the streets and footpaths within Sydenham Green. This will prohibit the consumption of alcohol in the areas of Sydenham Green, which are zoned Public Roads in accordance with Part 4 of the Local Government Act 1993 (Alcohol-Free Zones) and the Ministerial Guidelines on Alcohol-Free Zones issued by the Department of Local Government.

**COMMITTEE RECOMMENDATION:**

**THAT** the Recommendation as appearing on the Business Paper be adopted.

***PRECIS***

**PARKS & RESERVES MATTERS**

**PR 4**

**JARVIE PARK - TENDER FOR LANDSCAPE WORKS  
(From Technical Services Committee Meeting 01/05)**

**36**

File Ref: 934

On 16 November 2004, Council resolved that the full scope of the final detailed park design for Jarvie Park proceed to tender and that Council approve an additional construction budget allocation from Section 94 Open Space Plan when it considers the results of the tender process. The report recommends that Council accept the tender submitted by Coordinated Landscapes Pty Ltd and allocate an additional \$210,000 to the project.

The ATTACHMENTS are CONFIDENTIAL in accordance with Section 10A(2)(d)(i) of the Local Government Act 1993 because it contains commercial information in relation to the tenders, the disclosure of which would be likely to prejudice the commercial position of the tenderers if it was provided. The information provided identifies the tenderer in relation to the tender price. If disclosed, the information would be likely to prejudice the commercial position of the tenderer in terms of market competitiveness, by giving their competitors an advantage. Accordingly, disclosure of the information is not in the public interest.

During its debate on this item at the Meeting, the Committee may decide by resolution, to discuss the confidential information in closed confidential committee. Before doing so, members of the public may be allowed to make verbal presentations as to whether that part of the meeting should be closed.

**COMMITTEE RECOMMENDATION:**

THAT the Recommendation as appearing on the Business Paper be adopted.

***PRECIS***

<b>PW 2</b>	<b>REDUCTION OF PLASTIC BAG USAGE IN THE MARRICKVILLE COUNCIL AREA (From Technical Services Committee Meeting 01/05)</b>	<b>41</b>
-------------	------------------------------------------------------------------------------------------------------------------------------	-----------

File Ref: 508

This report outlines options for furthering Council's commitment to reducing plastic bag usage in the Marrickville LGA and recommends that Council adopt and implement a diversified education program for plastic bags reduction and that the education program be funded from the Domestic Waste Management Charge.

**COMMITTEE RECOMMENDATION:**

THAT the Recommendation as appearing on the Business Paper be adopted.

**MAYORAL MINUTES**

<b>MM 1</b>	<b>SUPPORT FOR TSUNAMI VICTIMS</b>	<b>48</b>
-------------	------------------------------------	-----------

File Ref: 4028-03

<b>MM 2</b>	<b>BANKING POLICY</b>	<b>49</b>
-------------	-----------------------	-----------

File Ref: 4028-03

***PRECIS***

**GENERAL MANAGER'S REPORTS**

- |             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |           |
|-------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| <b>GM 1</b> | <b>COUNCILLORS ACCESS TO INFORMATION</b>                                                                                                                                                                                                                                                                                                                                                                                                                                   | <b>51</b> |
|             | <p>File Ref: 4015-04<br/>This report outlines requests for access to Council information by Councillors during the period 8 December 2004 and 3 February 2005. It is recommended that the report be received and noted.</p>                                                                                                                                                                                                                                                |           |
| <b>GM 2</b> | <b>PETITIONS RECEIVED - DECEMBER 2004/JANUARY 2005</b>                                                                                                                                                                                                                                                                                                                                                                                                                     | <b>52</b> |
|             | <p>File Ref: 4577-03<br/>This report outlines the petitions received by Council during the period 8 December 2004 to 3 February 2005. It is recommended that the report be received and noted.</p>                                                                                                                                                                                                                                                                         |           |
| <b>GM 3</b> | <b>OUTSTANDING CONFERENCES AND REPORTS REQUESTED BY COUNCILLORS</b>                                                                                                                                                                                                                                                                                                                                                                                                        | <b>53</b> |
|             | <p>File Ref: 4577-03<br/>A progress report on all outstanding conferences and reports requested by Council in respect of the General Manager and Corporate Development Section, with a note on the current status of each item. It is recommended that the report be received and noted.</p>                                                                                                                                                                               |           |
| <b>GM 4</b> | <b>DISCLOSURES OF INTEREST BY STAFF</b>                                                                                                                                                                                                                                                                                                                                                                                                                                    | <b>54</b> |
|             | <p>File Ref: 4325-02<br/>The report provides for the tabling of Disclosure of Interest Returns lodged by new Designated Persons in accordance with s450A of the Local Government Act 1993. It is recommended that the report be received and noted.</p>                                                                                                                                                                                                                    |           |
| <b>GM 5</b> | <b>AUSTRALIAN LOCAL GOVERNMENT WOMEN'S ASSOCIATION NSW CONFERENCE</b>                                                                                                                                                                                                                                                                                                                                                                                                      | <b>55</b> |
|             | <p>File Ref: 4945-02<br/>The Australian Local Government Women's Association will be holding its 2005 NSW Conference from Thursday 17 March 2005 to Sunday 20 March 2005. The Conference will be held at the Albury Convention Centre, with the Conference Information Booklet and Conference Program as ATTACHED. It is recommended that the report be received and noted and that Council determine whether it wishes to send any representatives to the Conference.</p> |           |

**PRECIS**

- GM 6      REQUEST FOR ASSISTANCE WITH LEGAL COSTS -      56**  
**HURSTVILLE CITY COUNCIL**  
File Ref: 4264-05  
Council has received a request from the Local Government and Shires Associations of NSW for a contribution towards legal costs associated with Hurstville City Council in the Land and Environment Court. The Association is seeking a contribution from all councils to meet the associated legal costs. It is recommended that Council determine whether to make a contribution.
- GM 7      POLICY REVIEW - PAYMENT OF EXPENSES AND PROVISION      58**  
**OF FACILITIES TO COUNCILLORS**  
File Ref: 682  
The Department of Local Government has recently undertaken a review of council policies for the Payment of Expenses and Provision of Facilities to Councillors. This review highlighted a number of issues and inconsistencies with the policies surveyed. Following its review the Department has asked all Councils to review their policies. It is recommended that the report be received and noted; and that Council adopts the recommended changes to its Policy for the Payment of Expenses and Provision of Facilities to Councillors.
- GM 8      JAMES HARDIE PRODUCT BOYCOTT      69**  
File Ref: 4056-03  
At its meeting on 17 August 2004 (Items NM 22 and NM 23), Council resolved to boycott James Hardie products until the company guaranteed full compensation to existing and future victims of asbestos related diseases. On 21 December 2004, James Hardie signed a Heads of Agreement with the ACTU, Unions NSW and asbestos victims groups agreeing to fund current and future compensation liabilities. In light of this development Council has received correspondence from the United Services Union and the Construction Forestry Mining and Energy Union requesting Council to reconsider its boycott of James Hardie products. It is recommended that the report be received and noted and that Council determine whether it wishes to continue with the current boycott of James Hardie products.

**PRECIS**

- GM 9            SECOND QUARTERLY REPORT ON 2004-2005 MANAGEMENT PLAN            72**
- File Ref: 1461
- This business paper report summarises Council's performance over the second quarter of the financial year against service improvement projects and performance indicators set out in the 2004/2005 Management Plan. The attachment provides detailed advice on the status of all projects and indicators as at 31 December 2004. It is recommended that the report be received and noted.
- 
- GM 10            ADVERTISING STRUCTURES FEES AND CHARGES            132**
- File Ref: 4578
- This report provides Council with information regarding the proposed fees and charges for Advertising Structures. It outlines the public exhibition process conducted in accordance with the provisions of Section 610F of the Local Government Act for a period of 28 days. No submissions were received from the community regarding the fees and charges. It is recommended that Council adopt the fees and charges as detailed in this report.
- 
- GM 11            REVIEW OF COUNCIL'S CODE OF CONDUCT            134**
- File Ref: 1234
- Report in relation to a review of Council's Code of Conduct. Under Section 440(7) of the Local Government Act 1993, Council must, within 12 months after each ordinary election, review its Code of Conduct and make such changes as it considers appropriate. In December 2004, the Local Government Act was amended to prescribe a mandatory Model Code of Conduct for councils. The Draft Code of Conduct ATTACHED takes account of the requirements of the new Model Code of Conduct and incorporates relevant elements of Council's existing Code of Conduct by way of clarification, examples and reference to Council's policies and established procedures. It is recommended that the report be received and noted and that the ATTACHED Code of Conduct be adopted.

***PRECIS***

**GM 12            DECEMBER 2004/JANUARY 2005 BUDGET REVIEW            136**

File Ref: 328

A review of Council's 2004/05 Budget for the period to the end of January 2005 revealed a number of variances. The net effect of these variances will result in an increase in the call on Council funds of \$65,895. This results in Council having a deficit for the 2004/05 Budget of \$6,576. The anticipated working funds position as at 30 June 2005 will therefore be \$6,991,424. It is recommended that the report be received and noted and that the variations to the Budget be approved.

**NOTICES OF MOTION**

**NM 1            CLOSURE OF THE SYDENHAM BRANCH OF THE            140**  
**COMMONWEALTH BANK**

File Ref: 4056-03

**NM 2            SUNDAY BUS SERVICE BETWEEN TEMPE AND DULWICH            141**  
**HILL**

File Ref: 4056-03

**CALENDAR OF EVENTS            142**



***MINUTES OF MEETING 10/04 - 14 December, 2004***

Meeting Commenced at 8.20 pm.

**PRESENT** His Worship the Mayor, Councillor M Hanna, who occupied the Chair, the Deputy Mayor, Councillor S Byrne, and Councillors R Owen, S Iskandar, D Thanos, S Khan, C Hesse, P Sharpe, P Olive, B Cotter, F Byrne and V Macri.

**ALSO PRESENT** General Manager, Director Corporate Services, Director Technical Services, Director Community Services, Manager Administrative Services and Manager Engineering.

---

---

**ACKNOWLEDGEMENT OF COUNTRY BY CHAIRPERSON**

*We meet today on the special land of the Cadigal Wangal People and I acknowledge their care of the land over many generations and celebrate their ongoing survival and achievements in today's society.*

**PERIOD OF SILENCE FOR PRAYER, PLEDGE OR CONTEMPLATION**

**APOLOGIES**

Nil

**BUSINESS**

**DISCLOSURE OF INTERESTS**

File Ref: 4084

Nil

**CONFIRMATION OF MINUTES**

File Ref: 4322

**5570** **RESOLVED:** On the Motion of Councillor Hanna, seconded by Councillor Thanos, **THAT** the Minutes of the Council Meeting 09/04, held on Tuesday, 16 November 2004 and CDM Meeting 10/04, held on 7 December 2004 as circularised, be **CONFIRMED.**

**For Motion:** Unanimous

**MINUTES OF MEETING 10/04 - 14 December, 2004**

**MATTERS ARISING FROM COMMUNITY SERVICES AND TECHNICAL SERVICES COMMITTEE MEETINGS**

5571 IT WAS RESOLVED BY THE COUNCIL, ON THE MOTION OF COUNCILLOR HANNA, SECONDED BY COUNCILLOR THANOS, TO ADOPT THE RECOMMENDATIONS OF THE COMMUNITY SERVICES AND TECHNICAL SERVICES COMMITTEES, AS APPEARING ON THE BUSINESS PAPER (10/04) FOR THE FOLLOWING ITEMS:

**CD 41 SOCIAL CONSCIENCE GRANTS PROGRAM**

File Ref: 1829

**CD 42 DEPARTMENT OF AGEING, DISABILITY & HOMECARE FUNDING AGREEMENT**

File Ref: 3949-03

**CD 43 MARRICKVILLE YOUTH WEEK 2005**

File Ref: 768

**CS 30 NEW CHILDREN'S SERVICES REGULATIONS**

File Ref: 839

**LS 15 LIBRARY DEVELOPMENT GRANT**

File Ref: 1489

**CG 13 UWS RESEARCH PROPOSAL – DOING THE KNOWLEDGE IN WESTERN SYDNEY**

File Ref: 1489

**CF 8 APPLICATION OF BONDS FOR COMMUNITY FACILITIES**

File Ref: 1438

**ES 40 REVIEW OF RTA CLOSURE OF WEST STREET, LEWISHAM**

File Ref: S5150-03

**For Motion:** Unanimous

**MINUTES OF MEETING 10/04 - 14 December, 2004**

**SUSPENSION OF STANDING ORDERS**  
**OPEN COMMITTEE OF THE WHOLE**

**5572** **RESOLVED:** On the Motion of Councillor Hanna, seconded by Councillor S Byrne,  
**THAT:**

1. Standing Orders be suspended to allow an item to be brought forward and for members of the public to address Council in relation to that item as follows:

*Item MM 7 Mr Christopher Walsh*

2. Council resume Standing Orders at the completion of the address to allow Council to consider the particular item.

**For Motion:** Unanimous

**MAYORAL MINUTES**

**MM 7** **PROPOSED SALE OF STATE TRANSIT LAND, 745-763 PRINCES HIGHWAY, TEMPE, INCLUDING THE FORMER BUS DEPOT AND TEMPE BUS AND TRUCK MUSEUM**

File Ref: P3810.1460-02

Mr Christopher Walsh addressed the Council at 8.29 pm.

A **MOTION** was moved by Councillor Hanna, seconded by Councillor S Byrne, **THAT** the Recommendation as appearing on the Business Paper be **ADOPTED** with an additional point as follows:

3. Council writes to the State Heritage Office asking it to investigate the heritage significance of the site with a view to including it on the State Heritage Register.

An **AMENDMENT** was moved by Councillor Owen, seconded by Councillor Sharpe, **THAT** Council purchase the Tempe Bus Depot site to save the Bus and Truck Museum.

The **AMENDMENT** was put to the vote and was **LOST**.

**For Motion:** Councillors Iskandar, Cotter, Sharpe and Owen.

**Against Motion:** Councillors Hanna, S Byrne, F Byrne, Olive, Khan, Macri, Thanos and Hesse.

**5573** The **MOTION** was put to the vote and was **CARRIED**.

**MINUTES OF MEETING 10/04 - 14 December, 2004**

**For Motion:** Unanimous

Councillor Cotter temporarily left the meeting at 8.47 pm

**MM 6** **MAYORAL CHARITY DINNER DANCE**

File Ref: 1811

**5574** **RESOLVED:** On the Motion of Councillor Hanna, seconded by Councillor Thanos, **THAT** the Recommendation as appearing on the Business Paper be **ADOPTED**.

**For Motion:** Unanimous

**Absent:** Councillor Cotter

**MM 8** **MARRICKVILLE TUNNEL**

File Ref: 4056-03

A **MOTION** was moved by Councillor Hanna, seconded by Councillor Thanos, **THAT** the Recommendation as appearing on the Business Paper be **ADOPTED**.

Councillor Owen temporarily left the meeting at 8.50 pm.

Councillor Cotter returned to the meeting at 8.51 pm.

Councillor Owen returned to the meeting at 8.52 pm.

Councillor S Byrne temporarily left the meeting at 8.53 pm and returned at 8.54 pm.

**5575** **RESOLVED:** On the Motion of Councillor Hanna, seconded by Councillor Hesse, **THAT** Councillor Cotter be granted an extension of time to speak.

**For Motion:** Unanimous

An **AMENDMENT** was moved by Councillor Sharpe, seconded by Councillor Cotter, **THAT:**

1. point 1 of the Motion be deleted and replaced with the following:

*“1. Council advise the Minister for Roads and the Minister for Infrastructure and Planning of its position that supports the investigation of a truck tunnel”; and*

2. point 2(a) of the Motion be deleted and replaced with the following:

*“(a) concern of the impact of the stacks and that investigation of any tunnel must deliver best practice filtration”.*

***MINUTES OF MEETING 10/04 - 14 December, 2004***

Councillor Thanos temporarily left the meeting at 9.21 pm and returned at 9.22 pm.

The **AMENDMENT** was put to the vote and was **LOST**.

**For Motion:** Councillors Owen, Sharpe, Iskandar and Cotter.

**Against Motion:** Councillors Hanna, Macri, Olive, Khan, S Byrne, F Byrne, Thanos and Hesse.

**5576** The **MOTION** was put to the vote and was **CARRIED**.

**For Motion:** Councillors Hanna, Macri, Olive, Khan, S Byrne, F Byrne, Thanos and Hesse.

**Against Motion:** Councillors Owen, Sharpe, Iskandar and Cotter.

Councillor Hesse temporarily left the meeting at 9.35 pm.

**GENERAL MANAGER'S REPORTS**

**5577** **IT WAS RESOLVED BY THE COUNCIL, ON THE MOTION OF COUNCILLOR HANNA, SECONDED BY COUNCILLOR THANOS, TO ADOPT THE RECOMMENDATIONS AS APPEARING ON THE BUSINESS PAPER FOR THE FOLLOWING ITEMS:**

**GM 119** **NOVEMBER 2004 BUDGET REVIEW**  
File Ref: 328

**GM 120** **OUTSTANDING CONFERENCES AND REPORTS REQUESTED BY COUNCILLORS**  
File Ref: 4577-03

**GM 121** **COUNCILLORS' ACCESS TO INFORMATION - NOVEMBER 2004**  
File Ref: 4015-04

**GM 122** **DISCLOSURES OF INTEREST BY STAFF**  
File Ref: 4325-02

**For Motion:** Unanimous  
**Absent:** Councillor Hesse

***MINUTES OF MEETING 10/04 - 14 December, 2004***

**GM 123 PETITIONS RECEIVED - NOVEMBER 2004**

File Ref: 4577-03

**5578** **RESOLVED:** On the Motion of Councillor Hanna, seconded by Councillor S Byrne, **THAT** the Recommendation as appearing on the Business Paper be **ADOPTED**.

**For Motion:** Unanimous  
**Absent:** Councillor Hesse

**NOTICE OF MOTION**

**NM 37 COMMITTEE FOR COOKS RIVER**

A **MOTION** was moved by Councillor Olive, seconded by Councillor Khan, **THAT** the Motion as appearing on the Business Paper be **ADOPTED**.

Councillor Sharpe temporarily left the meeting at 9.37 pm.

An **AMENDMENT** was moved by Councillor Thanos, seconded by Councillor Macri, **THAT** points 1 to 5 of the Motion be deleted and replaced with the following:

1. Council resolves to defer this item for a report from Council officers in relation to possible terms of reference for the Committee; and
2. as part of the deferred process (as described in point 1), Council request expressions of interest from other relevant councils and community groups.

Councillor Sharpe returned to the meeting at 9.38 pm.

Councillor Hesse returned to the meeting at 9.42 pm

Councillor Macri temporarily left the meeting at 9.44 pm and returned at 9.45 pm.

Councillors Macri and Owen temporarily left the meeting at 9.50 pm.

Councillor Macri returned to the meeting at 9.51 pm.

Councillor Owen returned to the meeting at 9.52 pm.

***MINUTES OF MEETING 10/04 - 14 December, 2004***

The **AMENDMENT** was put to the vote and was **CARRIED**.

**For Motion:** Councillors Iskandar, Cotter, Sharpe, Owen, Hanna, F Byrne, Thanos and Sharpe.

**Against Motion:** Councillors Olive, Hesse, Khan and S Byrne.

**5579** The **AMENDMENT** became the **MOTION** and was put to the vote and was **CARRIED**.

**For Motion:** Unanimous

Meeting closed at 9.57 pm.

**CHAIRPERSON**

**MINUTES OF MEETING CDM 01/05 - 1 FEBRUARY, 2005**

Meeting commenced at 8.49 pm

**PRESENT**

His Worship the Mayor, Councillor M Hanna (in the Chair), the Deputy Mayor, Councillor S Byrne, and Councillors S Iskandar, B Cotter, P Sharpe, P Olive, C Hesse, S Khan, F Byrne, D Thanos and V Macri.

**ALSO PRESENT**

Director Development and Environmental Services, Manager Planning Services, Manager Approvals, Manager Monitoring Services and Team Leader Development Assessment (Planning).

**PERIOD OF SILENCE FOR PRAYER, PLEDGE OR CONTEMPLATION**

**APOLOGIES**

**5580** **RESOLVED:** On the Motion of Councillor Sharpe, seconded by Councillor Hanna, **THAT** the apology for Councillor R Owen, who had to leave to attend to family business, be accepted and leave of absence be **GRANTED**.

**For Motion:** Unanimous

**DISCLOSURES OF INTEREST**

The following Councillor indicated matters in the Business Paper where they had a Conflict of Interest, and the nature of that interest as follows:

<b>Item No</b>	<b>Councillor</b>	<b>Nature of Interest</b>	<b>Pecuniary/Non Pecuniary</b>
DA 17	M Hanna	Not stated	Non-Pecuniary Will not speak or vote

His Worship the Mayor, Councillor Hanna, vacated the Chair and left the Meeting at 8.50 pm.

The Deputy Mayor, Councillor S Byrne, occupied the Chair at 8.50 pm.

**DEVELOPMENT AND ENVIRONMENTAL SERVICES MATTERS**

**5581** **RESOLVED:** On the Motion of Councillor S Byrne, seconded by Councillor Hesse, **THAT** Council **ADOPT** the recommendation of the Development and Environmental Services Committee for Item DA 17.



**MINUTES OF MEETING CDM 01/05 - 1 FEBRUARY, 2005**

**DA 17 215 MARRICKVILLE ROAD, MARRICKVILLE**

File Ref: DA200400609

**RECOMMENDED:** On the Motion of Councillor S Byrne, seconded by Councillor Khan, **THAT** the Recommendation as appearing on the Business Paper be **ADOPTED**.

**For Motion:** Unanimous

**Absent:** Councillors Owen and Hanna

**For Motion:** Unanimous

The Deputy Mayor, Councillor S Byrne, vacated the Chair at 8.51 pm. His Worship the Mayor, Councillor Hanna, returned to the Meeting and occupied the Chair at 8.51 pm.

**5582** **RESOLVED:** On the Motion of Councillor Hanna, seconded by Councillor Thanos, **THAT** Council **ADOPT** the recommendations of the Development and Environmental Services Committee for the following items:-

***IT WAS RESOLVED BY THE COMMITTEE, ON THE MOTION OF COUNCILLOR S BYRNE, SECONDED BY COUNCILLOR HESSE, TO RECOMMEND TO COUNCIL THE RECOMMENDATION AS APPEARING ON THE BUSINESS PAPER FOR THE FOLLOWING ITEM BE ADOPTED:***

**DA 18 MARRICKVILLE LOCAL ENVIRONMENTAL PLAN 2001 (AMENDMENT No. 29) - 72-74 FITZROY STREET, MARRICKVILLE**

File Ref: DA200400411

**For Motion:** Unanimous

**Absent:** Councillors Owen and Thanos

**PS 1 PROPOSED REZONING OF 83,85,87,89,91A,91B,91C and 91D CHURCH STREET, ST PETERS**

File Ref: DA200400741

**RECOMMENDED:** On the Motion of Councillor Khan, seconded by Councillor F Byrne, **THAT** the Recommendation as appearing on the Business Paper be **ADOPTED**.

**For Motion:** Unanimous

**Absent:** Councillor Owen

**For Motion:** Unanimous

Meeting closed at 8.52 pm.

**CHAIRPERSON**

***CS 2 - SPECIAL NEEDS SUBSIDY SCHEME SUPPLEMENTARY  
SERVICES 2004 ANNUAL PAYMENT  
(From Community Services Committee Meeting 01/05)  
For Recommendation***

File Ref: 3001-02

**Director, Community Services reports:**

**Synopsis**

Council is advised that the Commonwealth Department of Family and Community Services will make their annual payment of \$11,600 for activities carried out by the Resource and Support Program related to the Special Needs Subsidy Scheme. It is recommended that the report be received and noted and that Council accept the funds.

**Background**

The Special Needs Subsidy Scheme is funded by the Commonwealth Department of Family and Community Services to assist in the successful inclusion of children with ongoing high support needs, in particular children with a disability. The Special Needs Subsidy Scheme enables children, who may previously have been unable to access mainstream children's services, to participate equally within child care programs.

**Discussion**

The Department of Family and Community Services has advised Council in writing that a payment of \$11,600 will be forwarded for the period 29 September 2003 to 1 October 2004 for activities carried out by the Resource and Support Program.

The Special Needs Subsidy Scheme is a subsidy program which funds child care services to facilitate the inclusion of children with high ongoing support needs. It subsidises the cost of employing additional staff and the training essential for the inclusion of the child in the program of the centre.

The identification of the child's care needs and the services support needs are to be undertaken by Resource and Support Program workers. The identification of these needs is documented on an Inclusion Support Plan. The development of this Plan is facilitated by the Resource and Support Program worker. In acknowledgement of the time taken to develop an Inclusion Support Plan, the Department of Family and Community Service reimburses the Resource and Support Program \$400 per successful application. This fee is paid annually to the program, for each year a child is included in the child care program.

As of the 1 October 2004, Council's Resource and Support Program supported the successful inclusion of 29 children in the Marrickville and Leichhardt Local Government Areas. An expected income of \$4,000 was anticipated, however with a greater number of children with disabilities accessing mainstream childcare this amount has increased.

*Council Meeting - 01/05 - 15 February, 2005*

***CS 2 - SPECIAL NEEDS SUBSIDY SCHEME SUPPLEMENTARY  
SERVICES 2004 ANNUAL PAYMENT***

***(From Community Services Committee Meeting 01/05)***

***For Recommendation***

**Director Corporate Services Reports:**

Council can consider a budget adjustment to increase its expenditure and income budget to \$11,600.00 at its next budget review.

**Conclusion**

Supporting the inclusion of children with additional needs is a core role of the Resource and Support Program. The successful inclusion of these children, may at times, require financial assistance through the Special Needs Subsidy Scheme. Council will continue to support services in ensuring that children with high on-going support needs have equal access to child care.

**RECOMMENDATION:**

**THAT:**

1. the report be received and noted;
2. that Council accept the funds under the Special Needs Subsidy Scheme; and
3. Council consider a budget adjustment at its next budget review.

**COMMITTEE RECOMMENDATION:**

**THAT** the Recommendation as appearing on the Business Paper be adopted.

***FS 4 - PAYMENT OPTIONS AT AUSTRALIA POST OUTLETS  
(Report to Corporate Services Committee Meeting 01/05)  
For Recommendation***

File Ref: 4577-03

**General Manager reports:**

**Synopsis**

This report provides a recommendation in relation to the Petition, received from Marrickville South Licensed Post Office on 13 August 2004, which requested that the option of payment of Council rates be extended to Australia Post outlets. It is recommended that Council implement the Australia Post POSTbillpay system for rates revenue.

**Background**

Marrickville Council is committed to providing its citizens with the opportunity to select from a range of payment options for both rates and non-rates revenue. Council recognizes the rapidly changing needs of the community, in particular the community's requirement to efficiently access financial services and the impact of growth in technology on these services. Council commenced introducing new payment options in 2000 in recognition of the need to extend the provision of services to its citizens. This process has continued during 2004.

The Committee was advised at its meeting held on 14 December 2004 (Item FS14) that payment options across all revenue categories were being examined, including an extension of the service with the Commonwealth Bank of Australia, the implementation of the Australia Post service, and the consideration of other services to Marrickville citizens.

Council has met with representatives from Australia Post, the Commonwealth Bank and considered other third party payment options available, including processing through the following streams:

- the internet;
- by telephone; and
- in person.

**Discussion**

**i) Australia Post POSTbillpay system**

As stated earlier, it is important that the citizens of Marrickville are provided with appropriate options for rate and non-rate payments.

A table of the existing payment methods for all revenue sources is provided at Attachment 1. This report will focus on options for the payment of rates. Options for non-rate accounts will be considered in a further report to Council.

Marrickville citizens presently have a wide variety of rate payment options available to them. In response to the Petition from Marrickville South Post Office a review has been undertaken of

***FS 4 - PAYMENT OPTIONS AT AUSTRALIA POST OUTLETS  
(Report to Corporate Services Committee Meeting 01/05)  
For Recommendation***

Australia Post's POSTbillpay system. The introduction of Australia Post's POSTbillpay system will provide citizens with a large network of Australia Post outlets (1,200 in NSW) at which to pay rates. An internet and telephone payment service is also available through POSTbillpay adding to the options available.

The existing locations for Commonwealth Bank (CBA) and Australia Post outlets in the Marrickville LGA are detailed on the map of the LGA at Attachment 2. There are 10 Post Offices and 6 CBA branches currently available for the potential payment of revenue. A list of locations and addresses is provided at Attachment 3 which includes locations on the fringes or in other LGA's, which are accessible to citizens. The extensive network of Australia Post outlets throughout the Marrickville LGA provides the citizens of Marrickville with extensive opportunity to attend in person if required to pay accounts. Since the introduction of the rate payment service at Marrickville Library the take up rate by citizens has been less than expected. A review of the current rate payment service at the Library will be undertaken and included in a later report.

The advantages of implementing the POSTbillpay system are as follows:

- there are 10 Post Offices located in the Marrickville LGA to assist citizens who require the facility to pay over the counter;
- POSTbillpay enables payment of other Utility accounts, providing Marrickville citizens with the option of paying a variety of bills in the one location;
- the transaction rates charged are competitive compared with the Commonwealth Bank, with a slightly higher charge for credit card transactions; and
- the Website is secure and easy to use and many citizens are familiar with the use of the POSTbillpay service.

The initial set up costs for POSTbillpay are \$1,000, which can be met within the existing Finance Program Management Budget. The transaction costs which Marrickville incurs for CBA and the proposed POSTbillpay costs are detailed at Attachment 4. The costs for payment by the Internet and by telephone are cheaper through POSTbillpay (except for credit card payments), while the costs for payments made in person are cheaper through the Commonwealth Bank.

It will be necessary to modify stationery to include the POSTbillpay symbol on invoices and the Council web site. Information will need to be provided to citizens in relation to the proposed change to payment options in the upcoming rate notice issue. It is recommended that the POSTbillpay be introduced initially for rate payments only.

**ii) Direct Debit Payment Facility**

The current Direct Debit payment facility introduced on 1 July 2003 is used by approximately 1200 citizens. Experience has shown that there are approximately 20 users who fail to have sufficient funds available in their bank accounts to meet rate payments. Rejection rates for Child Care Direct Debit payments has reached almost 10%. In these cases Council incurs a bank charge of \$2.50 and

***FS 4 - PAYMENT OPTIONS AT AUSTRALIA POST OUTLETS  
(Report to Corporate Services Committee Meeting 01/05)  
For Recommendation***

is then required to write to the citizen to rectify the situation. This has cost a disproportionate amount of administrative time to resolve. The administrative costs associated with processing Direct Debit payment files is significantly higher than for other payment options. It is recommended that Council freeze the current direct debit facility and continue to make it available to citizens who currently exercise that option but, do not offer it in the future as a payment option. BPay and internet banking payment options provide a facility to program payments to be made from a citizens account in the future which is quick and easy to use. The opportunity to pay through the internet, phone or in person, particularly when this is extended to Australia Post should provide a sufficient range of payment methods for all citizens in Marrickville.

In conclusion, a Table of the Proposed Payment Option methods is provided at Attachment 4. This assists in providing an analysis of the proposed payment options that citizens will have once the POSTbillpay system is implemented for Council. The processes across Other Revenue will be reviewed to assess whether POSTbillpay and other payment options can be extended to those revenue streams. This will be covered in a later report.

**RECOMMENDATION:**

**THAT Council:**

1. implement the Australia Post POSTbillpay system for rates revenue;
2. limit the Direct Debit payment method to those citizens who currently use that payment method; and
3. a further report be presented to Council on options for non-rate accounts.

**COMMITTEE RECOMMENDATION:**

THAT the Recommendation as appearing on the Business Paper be ADOPTED. With an additional point as follows:

(That Council):

4. investigates the option of payment of rates through local newsagencies.

**ATTACHMENTS: Total 5 Pages**

1. Current Revenue Payment Options – 1 page
2. Payment Method Locality Map – 1 page
3. Payment Locations – 1 page
4. Transaction Costs – 1 page
5. Proposed Revenue Payment Options 1 page

***ES 4 - PARKING FOR CAR SHARE VEHICLES - OUTCOME OF  
APPEAL TO REGIONAL TRAFFIC COMMITTEE  
(Report to Technical Services Committee Meeting 01/05)  
For Recommendation***

File Ref: 8823-02

**Director, Technical Services reports:**

**Synopsis**

This a report on the outcome of an appeal by the NSW Police against Marrickville Council's decision to allocate dedicated parking spaces in Federation Road, Newtown and Metropolitan Road, Enmore for car share vehicles. The appeal was heard on 11 January 2005 and was upheld by the Regional Traffic Committee.

The Regional Traffic Committee decision requires Council to advertise its scheme as part of an overall community consultation; investigate other alternatives and options for car share parking; consider the issues in regard to parking for emergency vehicles in Australia Street; consult with the Local Government Car Share Parking Working Group on the development of guidelines for future applications; and refer a revised proposal to the Local Traffic Committee (LTC) for consideration and a recommendation to Council. Accordingly, to progress the car share proposal it is recommended that Council advertise its Policy "ES 14 - Support For Car Share Organisations". It is further recommended that Council's proposal be amended by relocating the proposed space in Metropolitan Road to within the Edgeware Road car park and the amended scheme, including the two spaces in Federation Road, be advertised for public comment, with a further report to Council and the LTC. It is further recommended that Council consult with the Local Government Car Share Working Group on the development of guidelines for future applications.

To address the requirement for Council to consider the issues in relation to parking for emergency vehicles in Australia Street, discussions have been held with the Police. A proposal has been prepared for Council's consideration for the provision of parking for a further three Police vehicles in Australia Street, immediately to the north of the vehicular entrance of the Newtown Fire Station, and the issuing of two visitor parking permits to Newtown Police to be used by Officers who are considered by the Local Patrol Commander to be at risk. If Council approves the proposal a public consultation process will be undertaken with a further report to Council and the LTC.

**Background**

At its meeting of 19 October 2004, Council considered a General Manager's Report (GM 109 Parking for Car Share Vehicles) which put forward a proposed Policy outlining its support for car share organisations, a copy of that report is included as **ATTACHMENT 1** and the Policy ES 14 is included as **ATTACHMENT 2**. The policy primarily relates to the provision of car parking for car share scheme vehicles.

At its meeting of the 14 December 2004, the Technical Services Committee considered the minutes of the Marrickville Local Traffic Planning and Advisory Committee meeting of 18 November 2004. Item 12 of the Traffic Committee Report related to the allocation of parking for car share vehicles in Metropolitan Road, Enmore and Federation Road, Newtown. The Officer's recommendation to the Traffic Committee was as follows:

***ES 4 - PARKING FOR CAR SHARE VEHICLES - OUTCOME OF  
APPEAL TO REGIONAL TRAFFIC COMMITTEE  
(Report to Technical Services Committee Meeting 01/05)  
For Recommendation***

***"THAT:***

- 1. Council's newly adopted Policy ES 14 for support of car share organisations by the provision of allocated dedicated on-street car parking spaces be received and noted;*
- 2. the following on-street parking spaces be dedicated car share parking spaces and be sign-posted as "No Parking, Car Share Vehicles authorised by Marrickville Council Excepted" :-*
  - (a) the first two (2) 90 degree angle parking spaces on the southern side of Federation Road, east of Australia Street (Zone MCI);*
  - (b) the first 90 degree angle parking space on the eastern side of Metropolitan Road, south of Enmore Lane (Zone MC2);*
- 3. the cost of signposting be fully borne by the applicant; and*
- 4. the applicant be advised of the decision."*

At the Traffic Committee meeting the RTA member in attendance advised that the RTA opposed the Council recommendation. The RTA representative further advised that he was aware the Police, who were not in attendance at the meeting, were also opposed to the recommendation. The Traffic Committee recommended as follows:

***"THAT:***

- 1. the Officer's Recommendation be referred to the Technical Services Committee for consideration at its next meeting on 14 December due to opposition by the Roads and Traffic Authority and N.S.W. Police; and*
- 2. the Roads and Traffic Authority and the N.S.W. Police be advised of the decision."*

The Technical Services Committee resolved to adopt the Officer's recommendation and, in accordance with the RTA procedures, where Council wishes to exercise a delegated function when the advice of the Local Traffic Committee is not unanimous, the Police and RTA were advised of Council's intentions.

On 23 December 2004, advice was received from the Regional Traffic Committee notifying of an appeal, by the NSW Police, against Council's intentions to proceed. A copy of that notification is included in this report as **ATTACHMENT 3**. It is understood that the RTA subsequently decided not to join any appeal as appellants.



***ES 4 - PARKING FOR CAR SHARE VEHICLES - OUTCOME OF  
APPEAL TO REGIONAL TRAFFIC COMMITTEE  
(Report to Technical Services Committee Meeting 01/05)  
For Recommendation***

**The Appeal**

The appeal was held at the Council Administration Building on 11 January 2005. In attendance at the appeal were representatives from the Regional Traffic Committee, the RTA, Police Service, Council's Manager Engineering and Traffic Engineer, and Councillor Peter Olive. After a brief introduction to the proposal by Council, the Police tabled a brief outlining their objections. A copy of that brief is included with this report as **ATTACHMENT 4**. The Police objections are centred around the high demand for parking in the Newtown and Enmore area together with the potential for the proposal to displace residents' cars. The Police also cited difficulties in enforcing the proposed parking signs and the lack of community consultation concerning the proposal. They also raised concerns about the precedent this proposal would create; whereby other businesses might request a similar arrangement.

The Police state that they consider that the scheme does not promote or encourage public transport use and advised that any other similar proposals in the metropolitan area would be opposed vigorously by the Police. The Police suggested that a better arrangement would be the allocation of dedicated parking spaces within Council's car parks, in particular, the car park at the corner of Lennox Street and Church Street, Newtown.

Council representatives at the hearing pointed out the advantages of Car Share Schemes. It was noted that in both Federation Road and Metropolitan Road, the Council has already provided additional car parking by converting the parallel parking in those streets to angle parking. This has more than doubled the number of available car parking spaces. It was further pointed out that by line marking these spaces, an additional five vehicles could be accommodated in Federation Road and at least one additional vehicle can be accommodated in Metropolitan Road. Whilst the chair of the Regional Traffic Committee saw merit in this argument, the Police maintained their objection. The Council representatives pointed out the advantages that the car share scheme would have in reducing the need for car ownership and the need for residents to own second vehicles. The benefits in reducing greenhouse gases and traffic and parking congestion were emphasised.

At the conclusion of the hearing the Chair of the Committee recapped his understanding of the proposal and advised that the appeal was upheld. The Regional Traffic Committee ruling is included with this report as **ATTACHMENT 5**.

In summary, the Regional Traffic Committee requires Council to:

1. advertise this scheme as part of an overall community consultation;
2. investigate other alternatives and options for car share parking;
3. consider the issues in regard to emergency vehicles, particularly in Australia Street; and
4. consult with the Local Government Car Share Parking Working Group on the provision of guidelines for future applications and to aid consistent consideration of future applications.

***ES 4 - PARKING FOR CAR SHARE VEHICLES - OUTCOME OF  
APPEAL TO REGIONAL TRAFFIC COMMITTEE  
(Report to Technical Services Committee Meeting 01/05)  
For Recommendation***

Following this the Council is to refer a revised layout to the Local Traffic Committee for its consideration and a recommendation to Council.

There is no right of appeal in relation to the Regional Traffic Committee's decision.

**Discussion**

**1. Advertising of Car Share Policy and Proposals for Allocation of Spaces**

The Regional Traffic Committee's decision requires Council to advertise its Policy ES 14, as well as advertising any specific proposals to dedicate car parking spaces for car share vehicles. Other alternatives and options for car share parking are considered to include the provision of parking in Council car parks or dedicated public reserves.

The Edgeware Road car park and the Lennox Street car park are both located in reasonable proximity to the on-street parking spaces requested. Parking is always in heavy demand at the Lennox Street car park and Newtown car share say they would not support the removal of these spaces from the parking pool, recognising the benefits this parking area has for local business in the Newtown area. The Edgeware Road car park is rarely more than half full Monday to Friday, however, it is understood to be in heavy demand when shows are on at the Enmore Theatre. Council could allocate one parking space in this car parking area for car share vehicles. It is recommended that Council should not consider any proposal to provide car parking spaces for car share vehicles on public reserves as this would be contrary to both the open space zoning and Council's Plans of Management for its parks.

**2. Police Car Parking Issues**

To address the Regional Traffic Committee's requirement to consider issues relating to emergency vehicles in Australia Street, discussions were held with the Newtown Police Local Area Commander. It is clear that they have difficulty accommodating their eleven vehicles, along with other Police vehicles and custody trucks which frequently need to visit the Newtown Police Station. The Police consider that parking supply for fifteen vehicles is needed in order to ensure efficient operation of the Newtown Police. It is understood the Station has parking for four vehicles in its basement carpark and therefore, eleven vehicles need to be accommodated on the street. There are currently eight spaces in Australia Street adjacent to Newtown Police Station which are marked for Police vehicles only. Accordingly, a further three spaces would be required to accommodate Police vehicles assuming these are all parked at the same time. Given that it is likely that at least some of the vehicles will be out on field duties, this would then provide parking for additional visiting Police vehicles as required. The additional three spaces can be provided immediately to the north of the fire station vehicular entrance which is currently marked as two hour parking. It is recommended that Council consider this option, and if agreed, consult with the immediately affected properties.

The Police have also enquired about the possibility of being issued with visitor parking permits or business parking permits to participate in the adjoining resident parking scheme in Australia Street. The RTA guidelines preclude the issue of business parking permits as the Newtown Police have

***ES 4 - PARKING FOR CAR SHARE VEHICLES - OUTCOME OF  
APPEAL TO REGIONAL TRAFFIC COMMITTEE  
(Report to Technical Services Committee Meeting 01/05)  
For Recommendation***

onsite parking for more than two vehicles, however, it would be appropriate for Council to consider the issue of one or more visitor parking permits. In accordance with the RTA Guidelines for Permit Parking, the number of residents' Visitors Permits issued to a resident is a matter for the parking authority. Eligible residents can obtain permits from the parking authority unless they have on site parking for the visitors vehicles or unrestricted on street parking spaces in front of their residences or along their kerb side.

The RTA requirements in relation to the issue of residents' visitors parking permits are quite stringent and require the applicant to provide Council with information such as resident's address, type of visitor and the reasons for obtaining a visitor's permit, together with the expected duration of parking required the visitors vehicle registration number in the case of visitors on a number of days on a continual basis. The Newtown Local Commander has requested some means by which Officers who have received threats from offenders can park within close proximity to the Police Station in Australia Street. It is considered the issuing of visitor parking permits would facilitate this. Accordingly, it is recommended that Council consider the issue of two visitor parking permits to the Police Local Area Commander to be issued to staff who, in her opinion, are considered to be at risk. Council's adopted fees and charges for this are \$30.00 per permit per month, however, the Council could consider waiving this in the circumstances.

### **3. Car Share Working Group**

The RTA and LGSA have established a Car Share Parking Working Group. Council's Traffic Engineer has met with the Working Group in December 2004 and will advise it of Council's actions in this regard. Any advice from the working group will be reported back to the Council.

### **4. Revised Car Share Layout**

The Regional Traffic Committee has required Council to prepare a revised layout which is to be referred to the Local Traffic Committee for consideration and a recommendation to Council. As outlined in this report it is considered that, subject to Council approval, a revised proposal could include the relocation of the requested Metropolitan Road car space to within the Edgeware Road car park, however, there is no alternative to the two spaces requested in Federation Road. Accordingly, following the public consultation, this proposal will be reported back to Council prior to referral to the Local Traffic Committee.

### **Conclusion**

While the ruling of the Regional Traffic Committee is disappointing, particularly as it is considered that the issue of parking for Police vehicles in Australia Street is not related to Council's Car Share proposal, it does not preclude a new proposal being considered by the Local Traffic Committee.

The elements of the fresh proposal address all of the issues raised in the Regional Traffic Committee's ruling and are presented for Council's consideration, as follows:-

- (i) advertising of Council's Policy ES 14 - Support for Car Share Organisations;

**ES 4 - PARKING FOR CAR SHARE VEHICLES - OUTCOME OF  
APPEAL TO REGIONAL TRAFFIC COMMITTEE  
(Report to Technical Services Committee Meeting 01/05)  
For Recommendation**

- (ii) provision of two dedicated car share parking spaces in Federation Road as originally proposed, renewable annually;
- (iii) provision of one dedicated car share parking space in the Edgware Road car parking area, renewable annually;
- (iv) consultation with residents and businesses within the areas shown in the maps in **ATTACHMENT 6** as well as advertisements in the local press, with consideration being given to submissions received and a report to be presented to Council and the Local Traffic Committee; and
- (v) Council continue to participate in the Local Government Car Share Parking Working Group on the development of Guidelines for future applications.

In addition, to address the Regional Traffic Committee's requirement for Council to consider the issues relating to emergency vehicles in Australia Street, and to address the Police request in relation to visitor parking permits, it is recommended that Council give consideration to:

- provision of three dedicated parking spaces in Australia Street, immediately north of the vehicular entrance to the Newtown Fire Station for use by Police vehicles only, and if agreed, a public consultation process be undertaken, with consideration being given to submissions received and a report to be presented to Council and the Local Traffic Committee; and
- the issuing of two resident's visitor parking permits to the Local Area Commander of Newtown Police to only be used by officers who, in her opinion, are considered to be at risk. Council to consider waiving the fees for these permits.

**RECOMMENDATION:**

**THAT:**

1. the advice of the Regional Traffic Committee be received and noted;
2. Council advertise its Policy ES 14 - Support for Car Share Organisations and consider any submissions received;
3. an amended proposal for car share parking, providing for two dedicated parking spaces in Federation Road and one dedicated parking space in the Edgware Road car park, be advertised for public comment and following the receipt and consideration of any submissions, a report be presented to Council and the Local Traffic Committee;
4. Council continue to participate in the Local Government Car Share Parking Working Group on the development of guidelines for future applications and the minutes of meetings, together with any such guidelines, be submitted to Council's Technical Services Committee;

***ES 4 - PARKING FOR CAR SHARE VEHICLES - OUTCOME OF  
APPEAL TO REGIONAL TRAFFIC COMMITTEE  
(Report to Technical Services Committee Meeting 01/05)  
For Recommendation***

5. Council give consideration to the issues raised by the Police as required by the Regional Traffic Committee and the proposal outlined in the report to allocate three parking spaces immediately to the north of the Newtown Fire Station vehicular entrance in Australia Street to address those issues, and if approved, a consultation process be undertaken with residents immediately affected by the proposal and, following the receipt and consideration of any submissions, a report be presented to Council and the Local Traffic Committee; and
6. Council consider the issuing of two visitor parking permits to Newtown Police Station for use specifically by Police officers considered by the Local Area Commander to be at risk and Council further consider waiving the fees for these permits.

**COMMITTEE RECOMMENDATION:**

**THAT:-**

1. the advice of the Regional Traffic Committee be received and noted;
2. Council advertise its Policy ES14 - Support for Car Share Organisations and consider any submissions received;
3. the proposal for two dedicated parking spaces in Federation Road and one dedicated parking space in Metropolitan Road and the potential for spaces in the Edgware Road Car Park be advertised for public comment and consider any submissions received;
4. Council continue to participate in the Local Government Car Share Parking Working Group on the development of guidelines for future applications and the minutes of meetings, together with any such guidelines, be submitted to the Committee;
5. Council considers the issue raised by the Police of parking around the Newtown Police Station as unrelated to the current car share parking proposal; and
6. Council refers the proposal outlined in the report concerning parking around Newtown Police Station to the Local Traffic Committee for separate detailed examination and public consultation.

**ATTACHMENTS: Total 14 pages**

Attachment 1 - General Manager's Report - GM 109 Parking for car share vehicles, 3 pages

Attachment 2 - Policy ES 14 - Support for Car Share Organisations, 1 page

Attachment 3 - Regional Traffic Committee - Notice of Appeal, 2 pages

Attachment 4 - New South Wales Police brief outlining objections, 4 pages

*Council Meeting - 01/05 - 15 February, 2005*

***ES 4 - PARKING FOR CAR SHARE VEHICLES - OUTCOME OF  
APPEAL TO REGIONAL TRAFFIC COMMITTEE  
(Report to Technical Services Committee Meeting 01/05)  
For Recommendation***

Attachment 5 - Regional Traffic Committee ruling, 3 pages

Attachment 6 - Map of areas to be consulted, 1 page

***ES 4 - ATTACHMENT - GM 109 – REPORT TO COUNCIL MEETING  
08/04 - OCTOBER 2004  
For Recommendation***

**General Manager reports:**

**Synopsis**

Report in relation to a request by Newtown CarShare for Council to make available a number of on-street car parking spaces for the dedicated use of Newtown CarShare vehicles. Newtown CarShare state that the experience of car share services internationally is that it takes a long time to become viable and the provision of on-street dedicated parking is an important step in ensuring that the service becomes a sustainable business. The report provides information in relation to Council's previous endorsement of the aims of the Newtown CarShare car sharing scheme because of the environmental benefits of such schemes. It is proposed that Council give consideration to adopting a policy position in relation to the allocation of on-street dedicated car parking spaces for car share organisations generally, if it wishes to provide support of that nature, to assist them in becoming sustainable.

**Background**

At its meeting on 20 May 2003, Council considered a Mayoral Minute (Item MM 5) in relation to a request by Newtown CarShare for formal support by Council for the scheme. The Mayoral Minute noted that the scheme would not rely on the use of Council resources or assets but that Newtown CarShare was seeking to establish a good relationship with Council and goodwill towards their scheme. The Mayoral Minute also noted that there are a number of available examples of car sharing schemes in both Europe and the United States; and outlined the essential elements of the scheme, which seeks to reduce the number of cars on the road by allowing membership of a co-operative arrangement to share the use of a motor vehicle, as follows:

- car sharing service gives local businesses and residents access to a fleet of vehicles that they can either book or use spontaneously, if available;
- members of the scheme are billed monthly for whatever usage they make of the cars, usually on a hourly and per kilometre rate;
- less space is taken up by parked cars;
- reduced noise and air pollution in local streets;
- less traffic congestion;
- increased viability of public transport as more people use it;
- increased uptake of walking and cycling;
- reduced social exclusion; and
- environmental benefits (eg: reduced energy consumption, improved air quality) from reduced dependency on the car.

Council resolved to endorse the aims of the car sharing scheme as proposed by Newtown CarShare; to seek to draw attention to our broader community of the proposal; and to write to adjoining councils and the Southern Sydney Regional Organisation of Councils outlining details of the scheme.

**ES 4 - ATTACHMENT - GM 109 – REPORT TO COUNCIL MEETING  
08/04 - OCTOBER 2004  
For Recommendation**

**Discussion**

Newtown CarShare has written to Council requesting the allocation of three dedicated on-street car parking spaces, two in Federation Road, Camperdown, and one in Metropolitan Road, Enmore, to enable the service to become a recognised transport choice for local residents and businesses living and working within the Council area. Newtown CarShare state in their letter that like car share services internationally, new transport services take a long time to become viable and the provision of on-street dedicated parking is an important step to ensuring that the service becomes sustainable. A copy of the letter from Newtown CarShare is **ATTACHED**. Information in relation to Newtown CarShare downloaded from their web site is also **ATTACHED** for the information of Council.

Newtown CarShare is a for-profit organisation owned and operated by CarShare Australia, which was formed to provide member residents and businesses with the opportunity of having access to a car when they need one, without the need to own a car. CarShare Australia has been constituted to allocate 50% of any profits made to an environmental trust to fund local transport initiatives, and details in relation to its operation are outlined in the attached letter. Newtown CarShare currently has over 100 members accessing seven vehicles, three of which are based in the Council area. At present, two vehicles are parked in the deregulated parking zone on Federation Road and one is parked in Llewellyn Street that adjoins Enmore Park.

As Council has not previously resolved to allocate dedicated on-street car parking spaces to any person, organisation or type of organisation (other than for mobility parking spaces and wedding and funeral vehicles), it is considered that it should consider the issue from a policy perspective.

Advice has been obtained from the RTA that Council is able to dedicate car parking spaces by:

- sign-posting the spaces; and
- authorising specified vehicles by means of a permit placed on the vehicle's dashboard, allowing Council's parking enforcement officers to exempt the vehicles from parking infringement notices.

If Council wishes to provide assistance of this nature because of the environmental benefits of car share schemes, it is considered appropriate that it:

- adopt a policy to support car share organisations that provide services to the Marrickville community generally, rather than an individual car share organisation, which may raise issues relating to providing a benefit to a particular organisation; and
- advertise its intention to adopt such a policy and consider submissions received in determining whether to adopt the policy.

That approach will provide a sound basis for Council to consider whether to provide such support as it focuses on considering the issue in terms of the environmental benefits to our community of car share schemes; and provides for a consultative approach, with members of the community having the opportunity to comment on the proposal.



**ES 4 - ATTACHMENT - GM 109 – REPORT TO COUNCIL MEETING  
08/04 - OCTOBER 2004  
For Recommendation**

To assist Council in considering the matter, a draft Policy has been developed which is **ATTACHED**. The draft Policy outlines Council's objective and commitment to assisting car share organisations by considering requests by such organisations for the allocation of dedicated on-street car parking spaces, subject to the normal process of consideration and endorsement by the Marrickville Local Traffic Planning and Advisory Committee in each case.

As is the case with other proposals considered by the Traffic Committee, it would be open to the Committee to decide to consult with affected residents in relation to any proposal.

Newtown CarShare's request would then be considered in accordance with the policy if it is adopted by Council.

**Conclusion**

Car share is considered to be a way of making cars available to local residents without the need for them to own cars. It has the potential to reduce car ownership, road congestion and pollution, has benefits to the environment and increases the mobility of people using the service. Car share relies on having convenient parking available and Newtown CarShare has requested Council's assistance with this aspect. The concept is considered to be worthy of Council's consideration. The recommended approach is for Council to consider adopting a policy on providing such support to car share organisations that provide a service to the Marrickville community and, if it wishes to do so, for that intention to be advertised to provide an opportunity for submissions to be made in relation to the draft Policy. The request by Newtown CarShare would then be considered in accordance with the policy if it is adopted by Council.

**RECOMMENDATION:**

**THAT:**

1. Council consider the adoption of a policy for support of car share organisations by the provision of allocated dedicated on-street car parking spaces based on the attached draft Policy ES 14; and
2. the request by Newtown CarShare be considered by Council having regard to its decision as to whether to proceed with consideration of adoption of a policy.

***ES 5 - PROPOSAL FOR THE RE-ESTABLISHMENT OF AN ALCOHOL  
FREE ZONE IN SYDENHAM GREEN AND PROXIMITY  
(From Technical Services Committee Meeting 01/05)  
For Recommendation***

File Ref: 8559

**Director, Technical Services reports:**

**Synopsis**

This is a report on the proposal to re-establish an alcohol free-zone in the streets and footpaths within Sydenham Green Park. The streets affected include parts of Henry Street, Reilly Lane, Railway Lane, Rowe Lane, Park Lane and Stuart Lane and the whole of Rowe Street and Henry Lane, Sydenham. The exact location is fully described on the map which is **ATTACHED** to this report (**ATTACHMENT 1**).

The proposal was advertised in November 2004. No objections were received. It is recommended that Council proceed with the re-establishment of an alcohol free-zone in the streets and footpaths within Sydenham Green. This will prohibit the consumption of alcohol in the areas of Sydenham Green, which are zoned Public Roads in accordance with Part 4 of the Local Government Act 1993 (Alcohol-Free Zones) and the Ministerial Guidelines on Alcohol-Free Zones issued by the Department of Local Government.

**Background**

At its meeting of 20 July 2004, Council considered an application from the Newtown Police Command for the re-establishment of an alcohol free-zone in the streets and footpaths within Sydenham Green which is **ATTACHED** to this report (**ATTACHMENT 2**). Council will recall that, whilst an alcohol free-zone is permissible in the public roads within Sydenham Green itself, the majority of the area of Sydenham Green is zoned Open Space and the consumption of alcohol is currently controlled under Section 632 of the Local Government Act, 1993.

**Discussion**

The proposal, a copy of which is **ATTACHED** to this report (**ATTACHMENTS 3 & 4**), was advertised in The Glebe on 11 and 18 November 2004 and in The Courier on 16 and 23 November 2004. In addition, letters were sent to Marrickville and Newtown Police Commands, liquor licensees and secretaries of registered clubs whose premises adjoin the proposed zone and to local organisations as shown in the list **ATTACHED** to this report (**ATTACHMENT 5**). Following the consultation period only one written comment was received, being from the St Mary & St Mina's Coptic Orthodox Cathedral, which was in support of the proposal. This submission is **ATTACHED** to this report (**ATTACHMENT 6**).

***ES 5 - PROPOSAL FOR THE RE-ESTABLISHMENT OF AN ALCOHOL  
FREE ZONE IN SYDENHAM GREEN AND PROXIMITY  
(From Technical Services Committee Meeting 01/05)  
For Recommendation***

It should be noted that the consumption of alcohol is prohibited in the areas of Sydenham Green which are zoned Open Space, and these areas are currently controlled under Section 632 of the Local Government Act, 1993.

**Conclusion**

The alcohol-problems experienced in Sydenham Green will be reduced with the re- establishment of an alcohol free-zone prohibiting the consumption of alcohol in accordance with the provision of Part 4 of the Local Government Act 1993 (Alcohol-Free Zones) and the Ministerial Guidelines on Alcohol-Free Zones issued by the Department of Local Government.

No objections to the proposal have been received and one letter of support has been received. Accordingly, it is reasonable to conclude that the community is in support of the re-establishment of the alcohol free-zone to prohibit the consumption of alcohol in the affected streets. These include parts of Henry Street, Reilly Lane, Railway Lane, Rowe Lane, Park Lane and Stuart Lane and the whole of Rowe Street and Henry Lane, Sydenham.

In accordance with Council's previous resolution, the duration of the re-established alcohol free-zone should be for a maximum duration of three (3) years. The daily times of the Alcohol Free Zone are proposed to be effective from dusk till dawn.

**RECOMMENDATION:**

**THAT:**

1. an alcohol free-zone be re-established in the streets within Sydenham Green in accordance with the advertised proposal; and
2. the duration of the alcohol free-zone be for three years from dusk till dawn.

**COMMITTEE RECOMMENDATION:**

**THAT** the Recommendation as appearing on the Business Paper be adopted.

*Council Meeting - 01/05 - 15 February, 2005*

***ES 5 - PROPOSAL FOR THE RE-ESTABLISHMENT OF AN ALCOHOL  
FREE ZONE IN SYDENHAM GREEN AND PROXIMITY  
(From Technical Services Committee Meeting 01/05)  
For Recommendation***

**ATTACHMENTS: Total 7 pages**

Area Map - 1 page

Letter from Newtown Local Area Police Command, 2 pages

Advertised proposal (Public Notice) to re-establish an alcohol free-zone and to control the consumption of alcohol, 1 page

Copy of advertisement placed in local newspaper media, 1 page

Mailing list for public consultation, 1 page

Letter from St Mary & St Mina's Coptic Orthodox Cathedral, 1 page

**ES 5 - PROPOSAL FOR THE RE-ESTABLISHMENT OF AN ALCOHOL FREE ZONE IN SYDENHAM GREEN AND PROXIMITY**  
**(From Technical Services Committee Meeting 01/05)**  
**For Recommendation**

ATTACHMENT 1



**ES 5 - PROPOSAL FOR THE RE-ESTABLISHMENT OF AN ALCOHOL  
FREE ZONE IN SYDENHAM GREEN AND PROXIMITY  
(From Technical Services Committee Meeting 01/05)  
For Recommendation**

ATTACHMENT 2

**NSW POLICE**  
Newtown Local Area Command



Newtown Police Station  
222-223 Australia Street,  
Newtown NSW 2042  
Ph. 9550-8128  
Fax. 9550-8132  
Jad

**FACSIMILE COVER SHEET**

TO: Marrickville Council Neil Strickland

FAX NO: 9 335 2219

FROM: Lynda McKenzie-Hicks

FAXED FROM: fax no: (02) 9550.8132 or eagle net: 50132...

DATE: 8-6-04

PAGES: (2) including this fax cover sheet.

Application as requested

**CONFIDENTIALITY NOTICE** The information contained in this facsimile message is intended for the nominated recipient. If you are not that person and have received this message in error, please notify the sender as soon as possible. A reverse charge telephone call will be accepted.

**ES 5 - PROPOSAL FOR THE RE-ESTABLISHMENT OF AN ALCOHOL FREE ZONE IN SYDENHAM GREEN AND PROXIMITY**  
**(From Technical Services Committee Meeting 01/05)**  
**For Recommendation**

**Appendix 1**

**APPLICATION FOR ALCOHOL-FREE ZONE**  
**(Local Government Act 1993, section 644)**

To Murrumbidgee (Name of Council)

1 I Lynda McKenzie-Hicks  
(Full Name)

2 of 222 Australia St Newtown 9550 8159  
(Address) (Telephone No.)

3 **Being** (tick appropriate box):  
(a)  a representative of .....  
(Name of Community Group in area)  
(b)  a police officer stationed at Newtown  
(c)  a person living in the area  
(d)  a person working in the area at .....  
.....(work address)

**apply to the Council to establish an alcohol-free zone.**

4 **Roads or parts of roads ('roads' includes 'footpaths') and/ or public car parks to be included in the alcohol-free zone:**  
Sydenham Green Park including surrounding streets, laneways & footpaths  
.....  
(Specify exactly by referring to street numbers or other landmarks)

5 **Reasons for requesting the alcohol-free zone:**  
Problems with groups of persons congregating & drinking leading to vandalism of park  
Anti-social behaviour and concerns from residents re broken glass & syringes left in park  
(Give details of obstruction, littering, personal injury, property damage, police intervention, etc. that have occurred on those roads or in those car parks)

Signed [Signature]  
Date 8-6-04

Documents supporting the information on this form may be attached.

***ES 5 - PROPOSAL FOR THE RE-ESTABLISHMENT OF AN ALCOHOL FREE ZONE IN SYDENHAM GREEN AND PROXIMITY  
(From Technical Services Committee Meeting 01/05)  
For Recommendation***

ATTACHMENT 3

**PROPOSAL TO RE-ESTABLISH AN ALCOHOL-FREE ZONE - IN STREETS  
WITHIN SYDENHAM GREEN PARK**

Council has received a request from Newtown Police to re-establish the Alcohol-Free Zone in Sydenham Green Park. The streets affected include parts of Henry Street, Reilly Lane, Railway Lane, Rowe Lane, Park Lane and Stuart Lane and the whole of Rowe Street and Henry Lane as shown on the attached plan. In accordance with this request and with the provisions of the Local Government Act 1993, Council invites submissions supporting or objecting to the request.

**Location:**

The current application from Newtown Police requests the following proposal:

- (a) Location: Streets, Laneways and footpaths located within Sydenham Green Park.

Chapter 16, Part 4 of the Local Government Act 1993 only permits the re-establishment of the Alcohol-Free Zone in public streets. Accordingly, this application is restricted to parts of Henry Street, Reilly Lane, Railway Lane, Rowe Lane, Park Lane and Stuart Lane and the whole of Rowe Street and Henry Lane as shown on the attached plan. Parts of these streets have been physically closed and are now within the Sydenham Green Park.

Council will continue to control the consumption of alcohol in the Park itself under Section 632 of the Local Government Act 1993, which prohibits the consumption of alcohol in a public place.

**Reasons:**

Police, the Council and the community are experiencing problems with groups of persons drinking alcohol and vandalising the park. Anti-social behaviour attributed to alcohol consumption and concerns of surrounding residents are also cited as well as broken glass.

**Duration:**

The current proposal is for the re-establishment of the Alcohol-Free Zone for a period of three (3) year. The daily times of the Alcohol-Free Zone are proposed to be effective from dusk till dawn.

**Submissions:**

Council invites representations, submissions or objections from interested parties. Council proposes to publish a notice of the proposal in the Glebe and Western Weekly and the Courier and to send a copy of the proposal to:

- (i) the Officer in charge of the Local Police Station (in this case Marrickville as the application has been made by Newtown Local Area Command);
- (ii) liquor licensees and secretaries of registered clubs whose premises border or adjoin the proposed zones; and
- (iii) to local organisations as required in the Guidelines.

At the conclusion of the consultation period (8 December 2004) a report will be prepared for the consideration of Council in determining the application to re-establish the Alcohol-Free Zone and to prohibit the consumption of alcohol in the areas zoned Public Road.



*Council Meeting - 01/05 - 15 February, 2005*

**ES 5 - PROPOSAL FOR THE RE-ESTABLISHMENT OF AN ALCOHOL  
FREE ZONE IN SYDENHAM GREEN AND PROXIMITY  
(From Technical Services Committee Meeting 01/05)  
For Recommendation**

ATTACHMENT 4

**The Glebe - 11 November 2004 & 18 November 2004  
The Courier - 16 November 2004 & 23 November 2004**

**PROPOSAL TO ESTABLISH AN ALCOHOL-FREE ZONE - IN STREETS  
SURROUNDING SYDENHAM GREEN PARK**

Council has received a request from Newtown Police to re-establish an Alcohol-Free Zone in Sydenham Green Park. The streets affected include parts of Henry Street, Reilly Lane, Railway Lane, Rowe Lane, Park Lane and Stuart Lane and the whole of Rowe Street and Henry Lane, Sydenham. The exact location is more fully described on the attached map.

Chapter 16, Part 4 of the Local Government Act 1993 permits the establishment of an Alcohol-Free Zone in public roads and carparks. Accordingly this application is restricted to parts of Henry Street, Reilly Lane, Railway Lane, Rowe Lane, Park Lane and Stuart Lane and the whole of Rowe Street and Henry Lane. Parts of these streets have been physically closed and are now with the Sydenham Green Park.

Council will continue to control the consumption of alcohol in Sydenham Green Park itself, which does not form part of the Alcohol-Free Zone, under Section 632 of the Local Government Act 1993 which prohibits the consumption of alcohol in a public place.

The current proposal is for the re-establishment of the Alcohol-Free Zone for a period of three (3) years. The daily times of the Alcohol-Free Zone are proposed to be effective from dusk till dawn.

Council invites representations, submissions or objections from interested parties, addressed to the General Manager at the address below, and these must be received by Monday 8 December 2004. At the conclusion of the consultation period a report will be prepared for the consideration of Council in determining the Application to re-establish the Alcohol-Free Zone and to prohibit the consumption of alcohol in the areas zoned open space.

**Candy Nay  
General Manager**

**Marrickville Council  
2 Fisher Street  
Petersham NSW 2049**

*Council Meeting - 01/05 - 15 February, 2005*

***ES 5 - PROPOSAL FOR THE RE-ESTABLISHMENT OF AN ALCOHOL  
FREE ZONE IN SYDENHAM GREEN AND PROXIMITY  
(From Technical Services Committee Meeting 01/05)  
For Recommendation***

ATTACHMENT 5

**Address Data for 'establishing an alcohol free zone in streets within Sydenham Green Park' letters -  
posted November 2004**

<b>Contact</b>	<b>Company Name</b>	<b>Address</b>	<b>Suburb</b>
	St Peters/Sydenham/Tempe Neighbourhood Centre	MTC Work Solutions PO Box 814	MARRICKVILLE 1475
	St Mary & St Mina Coptic Orthodox Church	339 Forest Road	BEXLEY 2207
	St Peters Anglican Church	187 Princes Highway	ST PETERS 2044
	Tempe Residents' Group	723 Princes Highway	TEMPE 2044
Principal	Tempe High Languages School	Unwins Bridge Road	TEMPE 2044
	Inner West Aboriginal Community Company	PO Box 181	PETERSHAM 2049
The Manager	General Gordon Hotel	Gleeson Avenue	SYDENHAM 2044
The Manager	Town and Country Hotel	2 Unwins Bridge Road	ST PETERS 2044
The Patrol Commander Supt Peter Lennon	Marrickville Police	Despointes Street	MARRICKVILLE 2044
Mr H Marchtelow	Marrickville Aboriginal Consultative Committee	C/- Marrickville Council PO Box 14	PETERSHAM 2049
The Manager	Innari Housing	PO Box 818	MARRICKVILLE 2204
The Co-Ordinator	Yugoslav Australian Welfare Association	PO Box 133	NEWTOWN 2042
The President	Vietnamese Community in Australia	PO Box 462	MARRICKVILLE 2204
Ms Mary Stewart	St Vincent de Paul	PO Box 163	MARRICKVILLE 2204
	Portuguese Welfare Centre	GIA Workers 24 Gordon Street	PETERSHAM NSW 2049
The Director	May Murray Neighbourhood Centre	PO Box 6	MARRICKVILLE 2204
Ms Freeda Economidis	Marrickville Community Health Centre	159 Livingstone Road	MARRICKVILLE 2204
Ms M Harris	Marrickville Careforce	44 Frampton Avenue	MARRICKVILLE 2204
Mr James Wakim	Australian Lebanese Association	4/554 Marrickville Road	DULWICH HILL 2203
The Co-Ordinator	Addison Road Community Centre	142 Addison Road	MARRICKVILLE 2204
Ms P Jackey Aboriginal Liaison Officer	Department of Social Security	373 Illawawarra Road	MARRICKVILLE 2204
Ms C Craigie	Koori Radio	PO Box 966	STRAWBERRY HILLS 2012
Superintendent Vicki Arender	The Patrol Commander Newtown Police	Australia Street	NEWTOWN 2042
Larry Slat	Tempe Community Centre	691 Princes Highway	TEMPE NSW 2044
	Edgware Community Centre	209a Edgware Road	ENMORE NSW 2042

Council Meeting - 01/05 - 15 February, 2005

**ES 5 - PROPOSAL FOR THE RE-ESTABLISHMENT OF AN ALCOHOL  
FREE ZONE IN SYDENHAM GREEN AND PROXIMITY  
(From Technical Services Committee Meeting 01/05)  
For Recommendation**

ATTACHMENT 6

11/11/04



**St Mary & St Mina's  
Coptic Orthodox Cathedral**

339 Forest Rd  
Bexley NSW 2207  
Tel/Fax 9597-2933



23<sup>rd</sup> November 2004

Mr J Di Cesare  
Design Engineer  
Administrative Centre  
PO Box 14  
Petersham NSW 2049



Dear Mr Di Cesare,

I am writing in reference to your letter dated 12<sup>th</sup> November regarding the proposal to establish an alcohol free zone in streets within Sydenham Green Park, Sydenham.

The priests, the committee and all the congregation at St Mary & St Mina's Cathedral is supporting this proposal which I think will be of great help for the nourishment, safety and stability of the Sydenham area.

Thanking you for good work, efforts and enthusiasm in taking care of Sydenham area.

Yours faithfully,

*Fr. Samuel Guirguis*

Rev. Fr Samuel Guirguis

*All Correspondences to P.O.Box 50, Bexley NSW 2207*

Fr Samuel Guirguis  
0412 559 975

Fr Bassilious Gad  
0414 770 312

***PR 4 - JARVIE PARK - TENDER FOR LANDSCAPE WORKS  
(From Technical Services Committee Meeting 01/05)  
For Recommendation***

File Ref: 934

**Director, Technical Services reports:**

**Synopsis**

On 16 November 2004, Council resolved that the full scope of the final detailed park design for Jarvie Park proceed to tender and that Council approve an additional construction budget allocation from Section 94 Open Space Plan when it considers the results of the tender process. The report recommends that Council accept the tender submitted by Coordinated Landscapes Pty Ltd and allocate an additional \$210,000 to the project.

The **ATTACHMENTS** are **CONFIDENTIAL** in accordance with Section 10A(2)(d)(i) of the Local Government Act 1993 because it contains commercial information in relation to the tenders, the disclosure of which would be likely to prejudice the commercial position of the tenderers if it was provided. The information provided identifies the tenderer in relation to the tender price. If disclosed, the information would be likely to prejudice the commercial position of the tenderer in terms of market competitiveness, by giving their competitors an advantage. Accordingly, disclosure of the information is not in the public interest.

During its debate on this item at the Meeting, the Committee may decide by resolution, to discuss the confidential information in closed confidential committee. Before doing so, members of the public may be allowed to make verbal presentations as to whether that part of the meeting should be closed.

**Background**

At its meeting 09/04, 16 November 2004, Council resolved that the full scope of the final detailed park design for Jarvie Park proceed to tender and that Council approve an additional construction budget allocation from Section 94 Open Space Plan when it considers the results of the tender process.

**Description of the Works**

The tender for Jarvie Park Landscape Works includes the following works:

- new concrete paths, children's cycle track and vehicle entry;
- drainage works;
- new playground area including ground preparation and coordination of play equipment, rubber surfacing and shade sail installation;
- tree and garden planting;
- resurfacing of the existing basketball court;
- new park furniture; and
- new park lighting.

***PR 4 - JARVIE PARK - TENDER FOR LANDSCAPE WORKS  
(From Technical Services Committee Meeting 01/05)  
For Recommendation***

**Tender Selection**

A list of selected tenderers for Landscape Construction Works has previously been approved by Council on the basis of demonstrated experience and competence in landscape construction and site management. Five of the listed contractors were invited to submit a tender for the Jarvie Park Landscape Works.

**Tenders Received**

Of the five (5) tenders invited, four (4) tenders were received from:

- Co-ordinated Landscapes;
- Marsupial Landscapes;
- The Gardenmakers; and
- The Glascott Group.

**Tender Assessment**

The tenders were assessed by Council's Parks and Reserves Section in accordance with the assessment method and criteria approved by the Tender Review Panel in November 2004. A report outlining the tender assessment results was presented to and approved by the Tender Review Panel. The report can be found in the **CONFIDENTIAL ATTACHMENT A** and includes details of all tenders and a tender evaluation and scoring chart.

**Assessment Criteria**

The tender assessment criteria and weighting approved by the Tender Review Panel were as follows:

- Price: 60%
- Site Management Systems (including OH&S, Safety and Environmental Plans): 30%
- Construction Program: 7.5%
- Human Resources: 2.5%

Price or value for money was identified as the most important criterion given Council's prior knowledge of the ability of the selected contractors.

The second criterion, Site Management Systems recognises the need for contractors to demonstrate that site management practices for safety and environmental management are sound, up to date and meet Council and legislative requirements.

The third criterion, Construction Program is included because of the importance of providing a timely construction program to minimise disruption to the public. A preferred construction period of 10 weeks was nominated in the tender documents.

The fourth criterion, Human Resources, relates to the Human Resources Questionnaire which tenderers are required to complete under Council's Memorandum of Understanding with the Labor

**PR 4 - JARVIE PARK - TENDER FOR LANDSCAPE WORKS**  
**(From Technical Services Committee Meeting 01/05)**  
**For Recommendation**

Council of NSW. Any response to the questionnaire by the Labor Council is taken into consideration.

**Results**

The assessment of the all tenders against the criteria is summarised in Table 1 below. See the **CONFIDENTIAL ATTACHMENT A** for full details. The assessment found Coordinated Landscapes to be the highest scoring tender.

**ASSESSMENT CRITERIA**

Name of tenderer	Price 60%	Site Management Systems 30%	Program 7.5%	Human Resources 2.5%
Coordinated Landscapes	<b>P</b>		EP	EP
Marsupial Landscapes		EP		EP
The Gardenmakers				EP
Glascott Group		EP	EP	EP

P = Preferred Tenderer

EP = Equal Preferred Tenderer

Coordinated Landscapes submitted the lowest tender price and received the highest point score across the assessment criteria. The price was 15% below the pre-tender estimate. The company provided a competent submission including a short construction period of 6 weeks. The company has successfully completed the O'Dea Reserve upgrading project for Marrickville Council.

**Funding**

Budget and funding details are set out in the **CONFIDENTIAL ATTACHMENT B.**

On the basis of the tender price submitted by Coordinated Landscapes, the funding shortfall in the construction budget is \$210,000.

As detailed in the attachment, this takes into account:

- additional Energy Australia costs;
- items not included in the tender and to be purchased separately by Council from the construction budget (play equipment, playground softfall, sports court surfacing, park signs and park furniture);
- a contingency for the project; and
- items to complete the upgrading works.

**Available Funds**

As reported to Council on 16 November 2004 there are sufficient funds in Section 94 Open Sapce Plan for Sub Area 4 (Marrickville) account to allow for additional funds to be allocated for the proposed Jarvie Park improvement works without disadvantaging other parks yet to be redeveloped in this area.

***PR 4 - JARVIE PARK - TENDER FOR LANDSCAPE WORKS  
(From Technical Services Committee Meeting 01/05)  
For Recommendation***

**Conclusion**

On the basis of the assessment and the recommendations of the Tender Review Panel, it is recommended that the tender received from Coordinated Landscapes Pty Ltd for the Jarvie Park Landscape Works be accepted.

**RECOMMENDATION**

**THAT:**

1. the tender from Coordinated Landscapes be accepted for the Jarvie Park Landscape Works;
2. an additional allocation of \$210,000 be made from Section 94 Open Space Plan and be considered at the next budget review; and
3. the **ATTACHMENTS** be treated as **CONFIDENTIAL** in accordance with Section 10A(2)(d)(i) of the Local Government Act 1993 because it contains commercial information in relation to the tenders, the disclosure of which would be likely to prejudice the commercial position of the tenderers if it was provided.

**COMMITTEE RECOMMENDATION:**

**THAT** the Recommendation as appearing on the Business Paper be adopted.

**ATTACHMENT: Total 6 Pages**

Confidential Attachment A - Tender Review Panel Report, 5 pages

Confidential Attachment B - Budget and Funding Details, 1 page

*Council Meeting - 01/05 - 15 February, 2005*

***PR 4 - JARVIE PARK - TENDER FOR LANDSCAPE WORKS  
(From Technical Services Committee Meeting 01/05)  
For Recommendation***

**THE ATTACHMENTS ARE CONFIDENTIAL IN ACCORDANCE WITH SECTION 10A(2)(D)(i) OF THE LOCAL GOVERNMENT ACT 1993 BECAUSE THEY CONTAIN COMMERCIAL INFORMATION IN RELATION TO THE TENDERS, THE DISCLOSURE OF WHICH WOULD BE LIKELY TO PREJUDICE THE COMMERCIAL POSITION OF THE TENDERERS IF IT WAS PROVIDED**



***PW 2 - REDUCTION OF PLASTIC BAG USAGE IN THE  
MARRICKVILLE COUNCIL AREA***

***(From Technical Services Committee Meeting 01/05)***

***For Recommendation***

File Ref: 508

**Director, Technical Services reports:**

**Synopsis**

This report outlines options for furthering Council's commitment to reducing plastic bag usage in the Marrickville LGA and recommends that Council adopt and implement a diversified education program for plastic bags reduction and that the education program be funded from the Domestic Waste Management Charge.

**Background**

This report is in response to Notice of Motion NM 32 proposed at Council Meeting 08/04 on 19th October 2004. The motion passed requested that a report be presented on options for furthering Council's ongoing commitment to reducing plastic bag usage in Marrickville LGA.

**Discussion**

The significant impact of plastic bags on the environment has been widely acknowledged. Plastic bags contribute to visual pollution, are responsible for tens of thousands of marine and terrestrial animal fatalities every year, are a major contaminant in recycling, and can take decades to fully break down in landfill. In addition, most plastic bags are made from petroleum-derived polymers and are therefore associated with the resource-intensive and highly polluting fossil fuel industry. It is estimated that Australians use upwards of 6.9 billion plastic bags every year, with only a small proportion of these being reused or recycled.

Council has a strong history of taking positive action in response to environmental and waste issues. There are a range of options which can be considered by Council to reduce plastic bag usage in Marrickville. These include:

**1. CALICO BAG GIVEAWAY**

At the end of 2003 Council took the initiative to reduce plastic bag waste by issuing a calico bag to every household in Marrickville. \$35,000 was allocated from the DWM reserve to fund this program.

As the program did not incorporate a pre and post evaluation, the extent of continued useage of calico bags by residents in Marrickville is not known.

**2. PARTNERSHIPS WITH NON GOVERNMENT ORGANISATIONS**

There are a number of Non Government Organisations (NGOs) that have been involved in the campaign to reduce plastic bag usage in Australia. Some of the most prominent ones are Planet Ark, Clean Up Australia and Keep Australia Beautiful.

**PW 2 - REDUCTION OF PLASTIC BAG USAGE IN THE  
MARRICKVILLE COUNCIL AREA**

**(From Technical Services Committee Meeting 01/05)**

**For Recommendation**

Typically the role of NGOs has been to advocate the State and Federal Government to introduce a levy on plastic bags. NGOs use the media to promote the message and are able to generate national media exposure for Council projects that raises the profile of their programs.

### **3. RECYCLING OF PLASTIC BAGS**

It is considered that Council should limit the promotion of, or provision of plastic bag recycling as part of its domestic recycling service. Whilst there are currently opportunities to collect and store this material as part of the SSROC Regional Recycling contract, there are currently no plastic bag recycling facilities in Australia (i.e. "It's not recycled until it's resold"). Council is advised to be wary of exporting our waste to other countries due to the lack of environmental standards for processing the materials in the receiving countries. Australia must take a responsibility for the export material from an ethical point of view.

Domestic collection and recycling of plastic bags sends a message to the citizens that it is 'OK' to use plastic bags because they can be recycled. This will support, rather than deter the use of them. The message is about waste avoidance. It is better to prevent the generation of plastic bags, then to try and find solutions to the problems they cause.

Prevention of plastic bags generation is also consistent with the Waste Hierarchy below as set down in the Waste Avoidance and Resource Recovery Act 2001:



Council should educate the citizens to:

- i) Purchase products with less packaging, buy in bulk and buy recyclable products;
- ii) Compost and worm farm organic waste;
- iii) Recycle paper, aluminium, glass and containers; and
- iv) Wrap remaining waste in newspaper.

### **4. LOBBY TO SEE THE INTRODUCTION OF LEVIES**

Levies on plastic shopping bags in other parts of the world have achieved significant reductions in plastic bag consumption. There are two possible approaches; voluntary and legislated. Voluntary levies have been implemented in Australia in several areas, as reported below:

- Lord Howe Island retailers were asked to apply a 55 cent charge for plastic bags to their customers. Of the islands three grocery shops, one charges it to all shoppers, one doesn't apply the levy and the third sometimes charges;

***PW 2 - REDUCTION OF PLASTIC BAG USAGE IN THE  
MARRICKVILLE COUNCIL AREA***

***(From Technical Services Committee Meeting 01/05)***

***For Recommendation***

- IKEA the retailer introduced its own 10 cent plastic bag levy in October 2002. Since its introduction, IKEA have reduced their plastic bag consumption from 8000 per week to 250 per week, a 97 per cent reduction;
- ALDI supermarkets. This supermarket chain charges for plastic bags, and provides four options for customers to carry their goods. These are: 15 cent plastic bag; 69 cent cotton bag; \$1.49 cooler bag; reused boxes (free); or no bag or own bag; and
- in October 2003 Bunnings Hardware stores introduced a 10 cent levy on plastic bags, which has resulted in a 91 per cent reduction in plastic bag use.

Given Council has no control over the levies on plastic bags, Council's option here may be to lobby State and Federal Government to introduce levies for plastic bags on a national basis.

**5. "BAGBUSTERS"**

Since early 2003, The Watershed Sustainability Resource Centre at 218 King Street Newtown has supported a team of volunteer community educators to liaise with businesses and residents to support alternatives to plastic bags. This team is known as "Bagbusters" and the project builds on the initiatives of Council with the calico bag giveaways held in 2003/2004.

The "Bagbusters" Newtown Program:

- is researching the context, strategies and implications of plastic bag waste education;
- provides an advisory and outreach service for business and residents of Newtown;
- is preparing an information pack for businesses on suppliers of alternative packaging products;
- provides recognition and incentives for participating businesses;
- is conducting local community surveying;
- offers assistance in staff training and point of sale strategies; and
- links with the broader sustainability goals of The Watershed Sustainability Resource Centre.

The "Bagbusters" Newtown Program consists of the following key components:

**Community Consultation:**

- surveying the general public in King Street on shopping habits and attitudes to plastic bags;
- The Watershed shopfront will facilitate perpetual feedback from the local community, and actively deliver this into the project design and implementation; and
- building partnerships with and between stakeholder groups to bring about positive sustainability outcomes.

***PW 2 - REDUCTION OF PLASTIC BAG USAGE IN THE  
MARRICKVILLE COUNCIL AREA***

***(From Technical Services Committee Meeting 01/05)***

***For Recommendation***

**Business Initiative:**

- liaising with local businesses to identify barriers to change;
- developing ongoing support structures for plastic bag waste avoidance and reduction;
- preparation of resources to assist in selecting alternatives to plastic bags;
- assistance in point of sale displays, signage and staff training; and
- provision of incentives for participating businesses.

**Community Education**

- shopfront advisory service offering support for behavioural change, and sale of environmental alternatives;
- free monthly EnviroTips workshops to link plastic bag waste avoidance with other practical actions for sustainability; and
- business incentives will be designed to complement and prompt community education key messages.

**Monitoring and Ongoing Support**

- The Watershed shopfront advisory service will continue to gather, process and respond to community feedback;
- there will be documentation and publicity to highlight plastic bag reduction achievements of individual businesses; and
- a "Bagbusters" category at the Watershed Awards in June 2005 will recognise local leaders in plastic bag waste avoidance.

**6. WASTE MINIMISATION EDUCATION PROGRAM - DIVERSIFIED EDUCATION PROGRAM**

This broader education style of program has been adopted for many waste related issues. The focus is on behavioural change, achievable through a Diversified Education Program that targets a range of key stakeholders and the general community.

The program would incorporate the following components in its design:

- advocating for a legislated approach to plastic bags at a State or Federal level;
- a targeted program using the "Bagbusters" model;
- creating networks and relationships, and establishing best environmental practices for the long-term;
- develop a targeted communications strategy using local media (radio, print, web, posters);
- develop an education program for holistic behavioural change tackling the issue of bin lining, plastic bag alternatives, shopping behaviour;
- free waste education courses for citizens; and
- supporting education materials, for example a "buy one and get one free" reusable bag.

***PW 2 - REDUCTION OF PLASTIC BAG USAGE IN THE  
MARRICKVILLE COUNCIL AREA***

***(From Technical Services Committee Meeting 01/05)***

***For Recommendation***

**Stakeholders**

The potential stakeholders in the program would be:

- residents of Marrickville LGA;
- small business operators and staff;
- franchise operators;
- supermarkets and large national chains;
- the Retail Industry Association;
- visitors to Marrickville LGA's commercial, retail and entertainment precincts;
- community groups;
- various sections of Council – waste, environmental services, etc;
- manufacturers of plastic bags;
- manufacturers of alternatives to plastic bags; and
- commercial resource reclamation/waste/recycling companies.

This Plastic Bag Project reflects the principles of Sustainability stated in the Marrickville Strategic Management Plan that adhere to and support the Local Agenda 21 (reference). The program demonstrates that it will achieve long term behavioural change through a holistic educational approach.

**Such a Program would require human and financial resources including:**

• **A Project Officer / Coordinator**

Engaging an officer to design, produce and implement the program over a two year period on a part time temporary basis. It is unlikely that such a project can be completed thoroughly and effectively if attempted in a shorter timeframe - \$68,000 over 2 years would be required.

• **Materials**

Resources for design and development of written, promotional and training materials would be required - \$20,000 over 2 years.

**7. VALIDITY OF USING THE DOMESTIC WASTE MANAGEMENT CHARGE (DWMC)**

Plastic bags have received significant media attention of late, with an increasing awareness of the unacceptable number of plastic bags used in Australia each year and the damage that it causes. While Council has a responsibility to educate and promote waste avoidance and minimisation, it has no legal responsibility or authority to enforce a reduction. It is the Commonwealth Government that has the authority to introduce and enforce a levy, and the National Packaging Covenant agreement signed by Industry and Government to reduce the environmental impact of packaging, that has the means to impact plastic bag usage.

Recently a review of the Covenant has resolved to set new targets that will see producers and retailers using more recycled packaging, and moving away from non-recyclable packaging leading to a reduction in single use disposable plastic bags.

***PW 2 - REDUCTION OF PLASTIC BAG USAGE IN THE  
MARRICKVILLE COUNCIL AREA***

***(From Technical Services Committee Meeting 01/05)***

***For Recommendation***

It is within Council's role to support to lobby the Covenant, and promote the Extended Producer Responsibility principle and to advocate for introduction of a plastic bag levy, compliment and support other initiatives, but not to carry the entire responsibility of reducing plastic bag usage in our local area.

It must be acknowledged that while plastic bags is a serious waste issue, it is one of many waste problems, not to mention all the other waste and environmental issues addressed by Council. Decision making on projects specifically targeting plastic bags usage must recognise this and prioritise appropriately.

Discussions with officers of the Department of Local Government revealed that it is considered acceptable to fund any waste minimisation project provided it relates to domestic waste through the Domestic Waste Management Charge. However, the direct funding of a specific program that subsidises a retail or commercial activity (e.g. free or subsidised plastic bag alternatives to shops) is not permitted.

**Conclusion**

In considering the options as outlined above it is suggested that Council consider the preferred option of running a general waste minimisation education program using the Domestic Waste Management Fund to help reduce plastic bag us in Marrickville.

It is recommended that the project be developed to support the "Bagbusters" Program and work with volunteers and businesses to develop sustainable and suitable alternatives to plastic bag use for retailers in King Street, Newtown and Marrickville Road, Marrickville and Dulwich Hill.

The program would be designed to create long-term behavioural change by adopting a sustainable model containing a number of different components including a range of waste minimisation initiatives, political advocacy, education, media, business liaison and materials.

There is justification for funding this project through the Domestic Waste Charge (DWC) as it adheres to the principles of sustainability stated in the Management Plan and is a waste avoidance measure as opposed to reactionary measures. The Diversified Education Program works with businesses, but does not subsidise commercial ventures in any way. The program educates and assists business in providing tailor designed ways of becoming plastic bag free.

*Council Meeting - 01/05 - 15 February, 2005*

***PW 2 - REDUCTION OF PLASTIC BAG USAGE IN THE  
MARRICKVILLE COUNCIL AREA  
(From Technical Services Committee Meeting 01/05)  
For Recommendation***

**RECOMMENDATION:**

**THAT** Council:

1. receive and note the report;
2. adopt and implement the Diversified Education Program for plastic bags reduction as detailed in this report; and
3. consider a budget adjustment at its next budget review to fund the Waste Minimisation Education Program for Plastic Bag reduction from the Domestic Waste Management Reserve.

**COMMITTEE RECOMMENDATION:**

**THAT** the Recommendation as appearing on the Business Paper be adopted.

***MM 1 - SUPPORT FOR TSUNAMI VICTIMS  
For Decision***

File Ref: 4028-03

**Ladies & Gentlemen**

Councillors would be aware of the devastating impact of the recent Tsunami on many of Australia's neighbours. Aid was needed quickly to assist the affected communities and avoid further loss of life.

On behalf of Council, an amount of \$10,000 was donated to support victims of the Tsunami through UNICEF Australia. UNICEF guarantees 100% of all donations will reach victims of the Tsunami.

A budget adjustment can be considered by Council at its next budget review.

Council has also received the following amounts which will also be forwarded to UNICEF:

- \$5,000 from the owners and operators of the Royal Exchange Hotel, Marrickville;
- \$392 from the staff and patrons of the Royal Exchange Hotel, Marrickville; and
- \$1,310 from an appeal collection undertaken at the Ecumenical Minister's Service held at St Brigid's Church, Marrickville on Friday, 7 January 2005.

**RECOMMENDATION:**

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

Clr Morris Hanna OAM  
**Mayor of Marrickville**



**MM 2 - BANKING POLICY**  
*For Decision*

File Ref: 4056-03

**Ladies & Gentlemen**

I received a letter from a representative of the Commonwealth Bank on 17 January 2005 advising Council that the Bank would be closing its Sydenham Branch on Friday, 25 February 2005. I met with the Commonwealth Bank's representatives on 19 January 2005 to discuss the matter. Notwithstanding my representations on behalf of Council and the community, I have been informed that the Bank's decision will not be changed.

The Sydenham Branch closure follows the Bank Branch closures set out below:

- St Peters February 1994
- Newtown South February 1994
- West Marrickville Sub-branch February 1994
- Tempe October 1996
- Stanmore May 1998
- 238 Marrickville Road March 2000

Despite written undertakings provided to the previous Mayor, Councillor Cotter, the Bank has failed to consult with the community in taking its decision. Bank representatives appear unmoved by community reaction to the proposal.

Council has the following policy, No. FS 4, in place which was adopted in March 1994:

- “1. *The Commonwealth Bank of Australia, Marrickville Branch, is hereby appointed as Council's banker.*
2. *Any proposal to alter Council's banker must be submitted to Council”.*

In view of the actions of the Commonwealth Bank, I can no longer support the appointment of the Commonwealth Bank as a matter of policy. I propose that:

1. Policy FS 4 be rescinded;
2. Council's banker be selected through a tender process for a period of 3 years with an option to renew for a further 2 years; and
3. Council officers immediately commence a tender process for the selection of Council's banker.

**MM 2 - BANKING POLICY**  
***For Decision***

In recommending this policy change, I recognise that Council has a continuing obligation to the Marrickville community to ensure it is getting value for money in the provision of banking services. Undertaking a tender process for the selection of Council's banker will ensure that objective is achieved. It is important to note that the Commonwealth Bank cannot be excluded from submitting a tender response under legislation. If the Commonwealth Bank is to retain Council's business, this will only be after careful consideration of the claims of the other banks.

**RECOMMENDATION:**

**THAT:**

1. the Mayoral Minute be adopted;
2. Council rescind Policy FS 4;
3. Council's banker be selected through a tender process for a period of 3 years with an option to renew for a further 2 years; and
4. Council officers immediately commence a tender process for the selection of Council's banker.

Clr Morris Hanna OAM  
**Mayor of Marrickville**

***GM 1 - COUNCILLORS' ACCESS TO INFORMATION  
For Decision***

File Ref: 4015-04

**General Manager reports:**

**Synopsis**

This report outlines requests for access to Council information by Councillors during the period 8 December 2004 and 3 February 2005. It is recommended that the report be received and noted.

**Background**

Councillors' Access to Information Policy (AS 11) provides a framework for Councillors to access Council information necessary for them to exercise their statutory role as a member of the governing body of Council.

The policy provides in clause 10.6 that the "General Manager is to report monthly to Council in relation to Councillor requests for information, including the nature of the information requested, whether access was provided and, if access was refused or restricted, the reasons for the determination, and any other information considered appropriate." Accordingly, the **ATTACHMENT** provides details of requests for access that have been received during the period 8 December 2004 to 3 February 2005.

The policy also provides, in clause 13, that an annual review be carried out with a report to Council. The next review is due in July 2005. It will be based on the collation of data from this and other monthly reports.

Council is advised that there were no access to information requests from Councillors during the period 8 December 2004 to 3 February 2005.

**RECOMMENDATION:**

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

**GM 2 - PETITIONS RECEIVED - DECEMBER 2004/JANUARY 2005**  
*For Decision*

File Ref: 4577-03

**General Manager reports:**

**Synopsis**

This report outlines the petitions received by Council during the period 8 December 2004 to 3 February 2005. It is recommended that the report be received and noted.

**Discussion**

The procedure for handling petitions requires all petitions to be tabled at a Council meeting.

The following petitions were received during the period 8 December 2004 to 3 February 2005 and referred to the appropriate Division for attention:

1. from 147 people regarding the issue of maintaining children's ball games in Louisa Lawson Reserve; and
2. from 60 people regarding closure of Philpott Street at the intersection with Newington Road, Marrickville.

These petitions are **TABLED** for the information of Council. The status of the petitions will be reported to the relevant committee of Council in the Director's monthly Outstanding Reports, Conferences and Petitions report.

**RECOMMENDATION:**

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

**GM 3 - OUTSTANDING CONFERENCES AND REPORTS REQUESTED  
BY COUNCILLORS  
For Decision**

File Ref: 4577-03

**General Manager reports:**

**Synopsis**

A progress report on all outstanding conferences and reports requested by Council in respect of the General Manager and Corporate Development Section, with a note on the current status of each item. It is recommended that the report be received and noted.

**A. Outstanding Conferences**

There are no outstanding Conferences at this time.

**B. Outstanding Reports**

There are no outstanding Reports at this time.

**RECOMMENDATION:**

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

***GM 4 - DISCLOSURES OF INTEREST BY STAFF  
For Decision***

File Ref: 4325-02

**General Manager reports:**

**Synopsis**

The report provides for the tabling of Disclosure of Interest Returns lodged by new Designated Persons in accordance with s450A of the *Local Government Act 1993*. It is recommended that the report be received and noted.

**Discussion**

Section 449(1) of the *Local Government Act 1993* requires that “a councillor or designated person must complete and lodge with the General Manager, within 3 months after becoming a councillor or designated person, a return in the form in Part 1 of Schedule 3.”

Section 450A of the Act requires that Disclosure of Interest Returns lodged by Councillors and Designated Persons within the 3 month period, are to be tabled at the next available Council meeting after lodgment.

A ‘designated person’ is described in Section 441 of the Act and includes the General Manager, other Senior Staff of the Council and persons who hold a position identified by the Council as the position involves the exercise of functions under the Act, or any other Act, that in their exercise, could give rise to a conflict between the person’s duty as a member of staff or delegate and the person’s private interest. The relevant staff positions were adopted by Council in Policy AS 1. The General Manager also has delegated authority under Schedule 3 Clause 4 of the Mayoral and Staff Delegations to further determine appropriate staff positions.

The following ‘designated persons’, being new members of staff, have submitted returns which are **TABLED** for information pursuant to the Act:

- Denise Touchard
- Kendall Banfield

**RECOMMENDATION:**

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

**GM 5 - AUSTRALIAN LOCAL GOVERNMENT WOMEN'S  
ASSOCIATION NSW CONFERENCE  
For Decision**

File Ref: 4945-02

**General Manager reports:**

**Synopsis**

The Australian Local Government Women's Association will be holding its 2005 NSW Conference from Thursday 17 March 2005 to Sunday 20 March 2005. The Conference will be held at the Albury Convention Centre, with the Conference Information Booklet and Conference Program as **ATTACHED**. It is recommended that the report be received and noted and that Council determine whether it wishes to send any representatives to the Conference.

**Background**

The Australian Local Government Women's Association (ALGWA) 2005 NSW Conference will be held in Albury from Thursday, 17 March to Sunday, 20 March 2005.

**Discussion**

The Conference Program will give delegates an opportunity to focus on lifestyle issues within the community, through workshops and forums led by range of guest presenters. Topics to be discussed include women's issues and solutions, relationships with the media, cultural development within the community and the importance of healthy lifestyles.

A copy of the Conference Information Booklet and Conference Program is **ATTACHED**.

**RECOMMENDATION:**

**THAT:**

1. the report be received and noted; and
2. Council determine whether it wishes to send any representatives to the Conference.

**ATTACHMENTS: Total 8 pages**

Conference Information Booklet – 5 pages

Conference Program – 1 page

Conference Registration Form – 2 pages

***GM 6 - REQUEST FOR ASSISTANCE WITH LEGAL COSTS -  
HURSTVILLE CITY COUNCIL  
For Decision***

File Ref: 4264-05

**Director, Corporate Services reports:**

**Synopsis**

Council has received a request from the Local Government and Shires Associations of NSW for a contribution towards legal costs associated with Hurstville City Council in the Land and Environment Court. The Association is seeking a contribution from all councils to meet the associated legal costs. It is recommended that Council determine whether to make a contribution.

**Background**

Council has received a letter from the Local Government and Shires Associations of NSW requesting that Council contribute towards the legal costs of Hurstville City Council in relation to a recent decision in the Land and Environment Court. This is a long established practice of the LGSA where it is considered the issues present are of wider application or interest to all councils.

**Discussion**

This particular matter relates to applications received and refused under SEPP 5 in 1999 to construct housing for older persons on two properties in Stoney Creek Road, Beverly Hills. The applications were refused on grounds relating to the properties' access to services. An appeal to a Commissioner of the Court was upheld and the Court granted development approval. The council successfully appealed on a point of law to a Judge of the Court, and a re-hearing was ordered. In August 2000 the matters were re-heard before the same Commissioner, and again they were approved. The council contends that the Commissioner made the same error as he had done at the first hearing and has appealed again. On this occasion, the council has sought an order that matters be heard by a different Commissioner.

**Conclusion**

The Executive sees that a decision in the favour of Hurstville City Council will be of benefit to all councils as it will establish a general principle concerning the level of special design required of SEPP 5 applications. The appeal should establish the appropriate criteria to be required under clause 12(1) of the SEPP in assessing whether 'reasonable' access to services is provided. The case will be of value if it results in this, given the concern which currently exists as to the extent to which SEPP 5 is being misused.

This Council's contribution has been assessed as being \$514. It has been Council's practice to support the Associations in these matters in the past.



*Council Meeting - 01/05 - 15 February, 2005*

***GM 6 - REQUEST FOR ASSISTANCE WITH LEGAL COSTS -  
HURSTVILLE CITY COUNCIL***

*For Decision*

**Directors Corporate Services Reports**

The 2004/2005 budget provides \$5,000 to fund contributions to legal costs. There have been no requests for contributions to date this financial year.

**RECOMMENDATION:**

**THAT** Council determine whether to make a contribution towards the legal costs of Hurstville City Council and the amount of any such contribution.

**ATTACHMENT: Total 1 page**

Letter from Local Government Association of NSW

***GM 7 - POLICY REVIEW - PAYMENT OF EXPENSES AND  
PROVISION OF FACILITIES TO COUNCILLORS  
For Decision***

File Ref: 682

**General Manager reports:**

**Synopsis**

The Department of Local Government has recently undertaken a review of council policies for the Payment of Expenses and Provision of Facilities to Councillors. This review highlighted a number of issues and inconsistencies with the policies surveyed. Following its review the Department has asked all Councils to review their policies. It is recommended that the report be received and noted; and that Council adopts the recommended changes to its Policy for the Payment of Expenses and Provision of Facilities to Councillors.

**Background**

Section 252 of the Local Government Act 1993, requires councils to adopt a policy for the Payment of Expenses and Provision of Facilities to Councillors. Council last reviewed its Policy in August 2004 (Item GM 68, Meeting 06/04). A copy of the existing Policy is at **ATTACHMENT 1**.

**Discussion**

The Department of Local Government has recently undertaken a review of council policies for the Payment of Expenses and Provision of Facilities to Councillors. The review highlighted a number of areas to be addressed, including spouse/partner costs and the payment of general expenses. The Department has asked all Councils to review their policies in light of the issues raised. A copy of the Department's Circular is provided at **ATTACHMENT 2**.

***Partner/Spouse Costs***

The Department has advised that it considers the reimbursement of partner/spouse expenses to be inappropriate and beyond the scope of the power of Section 252 of the Act.

Council's current policy provides for the following expenses to be paid in relation to partner/spouse costs for attendance at conferences/seminars:

*“subject to approval by Council, the registration fees of a partner of a delegate, and any expenses incurred in an accompanying person's program”.* [Clause 4.1(e)]

The clause has been part of Council's policy since it was originally adopted in 1994. In light of the advice received from the Department of Local Government it is considered that Clause 4.1(e) should be removed from Council's Policy.

***General Expenses***

Clause 42A of the Local Government (General) Regulation provides that councils must not include in their policies any provision that enables Council to pay any councillor an allowance in the nature of a general expenses allowance. Whilst Council's Policy does not provide for general expenses as

**GM 7 - POLICY REVIEW - PAYMENT OF EXPENSES AND  
PROVISION OF FACILITIES TO COUNCILLORS  
For Decision**

such, there is currently provision for councillors to be paid an incidental expenses allowance (as determined by the Reasonable Allowances Taxation Ruling) when travelling outside the Marrickville area on Council business, such as conferences, seminars and the like. The Department has advised that it considers this type of expense to be outside the scope of Section 252 of the Act, which only authorises payment or reimbursement of actual expenses incurred by councillors in carrying out their civic duties.

**RECOMMENDATION:**

**THAT:**

- 1) the report be received and noted; and
- 2) in line with advice from the Department of Local Government, and as shown in **ATTACHMENT 1**, that:
  - a) Clause 4.1(d) of the Policy be amended to omit the provision of incidental expenses;
  - b) Clause 4.1(e), providing for partners registration fees and expenses associated with attendance at conferences, be deleted from the Policy;
  - c) Clause 4.2(d) of the Policy be deleted to remove the provision of incidental expenses; and
  - d) Clause 4.3(c) [at the bottom of page 7 of the Policy], be amended to remove the incidental expenses component.

**ATTACHMENT: Total 11 pages**

Council's Existing Policy for the Payment of Expenses and Provision of Facilities to Councillors – 9 pages

Department of Local Government Circular 04/60 - 2 pages

**GM 7 - ATTACHMENT - POLICY REVIEW - PAYMENT OF EXPENSES  
AND PROVISION OF FACILITIES TO COUNCILLORS  
For Decision**

*Division: Corporate Services Program: Corporate Development*  
*File No: 682 Date Reviewed: August 2004*

---

---

**POLICY OBJECTIVE**

The objectives of this policy are:

- to establish the specific rights and obligations of Councillors in relation to the payment of civic expenses and the provision of facilities to them; and
- to recognise that Councillors need access to office facilities, training and other support in order to effectively discharge their duties.

**CRITERIA ASSOCIATED WITH THE POLICY**

Local Government Act 1993  
Code of Conduct

**POLICY STATEMENT**

The rights and obligations of Councillors are set out in the following pages in relation to:

- payment of fees and expenses;
- provision of equipment and facilities;
- provision of office support;
- guidelines for travel on Council business outside the Marrickville area; and
- access to legal assistance and insurance.

All other matters not specifically covered by this Policy in relation to civic expenses or facilities are to be dealt with by the General Manager.

**OBLIGATION OF COUNCILLORS**

A Councillor must:

- use Council resources effectively and economically in the course of his or her public or professional duties, and must not use them for private purposes unless the use is authorised by this Policy and proper payment is made for the private benefit received; and
- not convert to his or her use any property of Council.

**GM 7 - ATTACHMENT - POLICY REVIEW - PAYMENT OF EXPENSES  
AND PROVISION OF FACILITIES TO COUNCILLORS  
For Decision**

**1. FEES AND EXPENSES**

**Annual Fees**

Annual fees are payable to Councillors, the Mayor, and the Deputy Mayor as fixed by Council each year in accordance with the determination of the Local Government Remuneration Tribunal.

**Child Care Expenses**

Councillors can claim up to \$100 per month for reimbursement of child care expenses that were incurred whilst attending to Council business. Reimbursement will be made for children under 16 years of age and will be paid on production of receipts. The maximum amount claimable per month will be indexed annually in accordance with the Consumer Price Index (CPI).

**Travel Expenses**

Councillors will be reimbursed for travel expenses incurred whilst attending approved courses, conferences, seminars, Council meetings or other authorised business of Council, in accordance with the conditions set out in this Policy. Councillors' rights and obligations are specified in Section 4 "Council Business Outside the Marrickville Area".

**Other Rights/Obligations**

Where a Councillor receives a private benefit, as authorised by this Policy, from the use of equipment or facilities provided to them that is outside the scope of Council's Code of Conduct in relation to private use of equipment and facilities, (e.g. a private international telephone call) this will not be automatically deducted from the Councillor's fees. The Councillor will be invoiced for the amount of private benefit with repayment in accordance with Council's normal terms (i.e. 30 days).

**2. EQUIPMENT AND FACILITIES**

**Personal Equipment**

Upon election, Councillors will be provided with the equipment listed below at the Councillor's place of residence, to enable them to undertake the duties of their public office.

The equipment remains the property of Council and Council will pay the costs of any rental, insurance and maintenance associated with the equipment. Upon retirement, Councillors will be provided with the option to acquire the equipment at the written down cost.

<b>Equipment</b>	<b>Council's Obligation</b>	<b>Councillor's Obligation</b>
<ul style="list-style-type: none"><li>1 standard fax/phone/answering machine</li></ul>	<ul style="list-style-type: none"><li>Insurance and maintenance</li><li>Installation costs of an additional line</li><li>Contribution of up to \$10 per month for the cost of land line calls (to be indexed annually in accordance with the CPI)</li><li>Ongoing rental of fax line</li><li>Fax paper for use in relation to Council business</li></ul>	<ul style="list-style-type: none"><li>Cost of phone/ fax calls in excess of \$10 per month</li><li>Provision of fax paper for private business</li></ul>

**GM 7 - ATTACHMENT - POLICY REVIEW - PAYMENT OF EXPENSES  
AND PROVISION OF FACILITIES TO COUNCILLORS  
For Decision**

<b>Equipment</b>	<b>Council's Obligation</b>	<b>Councillor's Obligation</b>
<ul style="list-style-type: none"> <li>• 1 standard personal computer</li> <li>• 1 printer</li> <li>• 1 modem</li> </ul>	<ul style="list-style-type: none"> <li>• Insurance and maintenance</li> <li>• Standard corporate software</li> <li>• Internet access with unlimited download limit</li> </ul>	
<ul style="list-style-type: none"> <li>• 1 standard mobile telephone</li> </ul>	<ul style="list-style-type: none"> <li>• Insurance and maintenance</li> <li>• Rental under the standard network flexi plan</li> <li>• up to \$60 per month towards the cost of the Councillor's telephone bills upon the production of those bills (to be indexed annually in accordance with the CPI)</li> <li>• Full cost of telephone bills for the Mayor's mobile phone</li> </ul>	<ul style="list-style-type: none"> <li>• Cost of phone bills over \$60 per month, with the exception of the Mayor who is entitled to all phone calls on the mobile phone under the terms of this Policy</li> </ul>

Telephone payments/reimbursements will be processed every three months based on a monthly acquittal.

**Public Facilities**

Councillors will be provided with the following facilities, which remain the property of Council and must be returned to Council when Councillors cease to hold office:

- (a) a Cabcharge card for use when travelling on Council business, where it is more economical than using alternatives. Councillors are to ensure all Cabcharge dockets clearly indicate the reasons for travel, the place of departure and of arrival, and the time of arrival);
- (b) a key to enable access from outside of the Administration Building to the Councillors' Room on Level 3 and in the case of the Mayor and Deputy Mayor, access to the Mayor's Office and Deputy Mayor's Office respectively, and Councillors' Room;
- (c) a driver and vehicle on those occasions when official/civic/ceremonial duties dictate such a mode of transport;
- (d) a room suitably furnished for use by all Councillors;
- (e) a bar fridge within the Councillors' Room, which will be maintained and stocked by Council, for Councillors' official use.

In addition to the above, the Deputy Mayor will be provided with the following:

- (a) a suitably furnished office on the 3<sup>rd</sup> Floor of Council's Administration Building.

In addition to the above, the Mayor will be provided with the following:

- (a) Mayoral vehicle to the standard of a Holden Statesman Caprice, fully maintained by Council;
- (b) full private use of the Mayoral vehicle, under the terms and conditions of Council's Motor Vehicle Use Scheme;
- (c) an allotted parking space under the Council Administration Building;

**GM 7 - ATTACHMENT - POLICY REVIEW - PAYMENT OF EXPENSES  
AND PROVISION OF FACILITIES TO COUNCILLORS  
For Decision**

- (d) a petrol card for the Mayoral vehicle;
- (e) Mayoral Chain of Office for official/civic/ceremonial use;
- (f) a Mayoral Office, suitably furnished; and
- (g) a liquor cabinet located in the Mayoral Office, which will be maintained and stocked by Council, for official use by the Mayor, and by the Deputy Mayor when acting in the position of Mayor.

**Car Parking**

The use by the Mayor, Deputy Mayor and Councillors of Council regulated car parks is on the same basis as for other motorists.

**3. OFFICE SUPPORT**

**3.1 Stationery, Office Supplies and Support**

Councillors have access to the following support in performance only of their role as elected members of Council:

- (a) a photocopier, standard office supplies (pens, rulers, staples, paper etc), located in the Councillors' Room. Councillors are to document removal of any disposable items from the premises – including photocopy paper, fax rolls and envelopes – and to advise the Mayoral Secretary of depleted supplies;
- (b) 250 business cards (replacements on request), up to 100 Christmas cards, and corporate presentation gifts (tie, scarf, spoons etc);
- (c) a suitable name badge;
- (d) tea, coffee and refreshments when carrying out civic duties in the Council Chambers during office hours;
- (e) suitable meal and refreshments at Council/Committee/conference meetings. The standard of the meal will be determined by the Mayor in consultation with the General Manager. (Note that Council is not required to provide meals or refreshments for Councillors holding meetings on Council premises, unless with the prior approval of the General Manager or Mayor);
- (f) suitable letterhead for replying to constituents (Note that correspondence by Councillors is NOT official correspondence of Marrickville Council) and a reasonable supply of plain office paper to enable Councillors to fulfil their duties; and
- (g) postage with an upper limit of \$500 per annum.

In addition to this support, the Mayor and Deputy Mayor (when acting in the position of Mayor), will be provided with:

- (a) a suitably qualified and experienced secretary;
- (b) standard Mayoral letterhead for official correspondence;
- (c) handling of all Mayoral correspondence written in the course of Mayoral duties, including posting of mail and follow up of correspondence; and
- d) tea, coffee, meals and refreshments when carrying out meetings in the course of official duties within the Mayor's Office, Council Chambers and Function Room.

**GM 7 - ATTACHMENT - POLICY REVIEW - PAYMENT OF EXPENSES  
AND PROVISION OF FACILITIES TO COUNCILLORS  
For Decision**

**3.2 Access To Information**

The conditions under which Councillors have access to information are set out in Council Policy AS.11 COUNCILLORS' ACCESS TO INFORMATION, adopted by Council on 15 July, 1997. Under that Policy a Councillor can:

- inspect and obtain a copy, free of charge, of the current version of the documents listed in Section 12 of the Local Government Act 1993 and Section 15 of the Freedom of Information Act; and
- obtain a copy of information which is publicly available under Council's Public Access to Information Policy AS.9 and Schedule of Information, free of charge, if the information is required for civic purposes.

**4. COUNCIL BUSINESS OUTSIDE MARRICKVILLE AREA**

**4.1 Attendance at Conferences/Seminars/Courses**

Councillors attending conferences/seminars/courses will have the following expenses paid, where applicable, provided Council has resolved that the Councillor attend the conference; the Mayor has given prior approval (where the conference is held in NSW); or the seminar or course is organised as part of the Councillor Development Program and is conducted in Sydney:

- (a) registration fees;
- (b) accommodation in a double room in the hotel where the conference is being held, or the nearest hotel of a similar standard, or as authorised by the host organiser where the conference is not located within the Sydney metropolitan area;
- (c) an economy class air ticket or reimbursement of transportation costs, provided in Section 4.2 under 'Transportation', whichever is the lesser amount;
- (d) where meals are not provided in the registration fee, or as part of the accommodation cost, meal allowances and ~~incidental expenses~~ based on the Reasonable Allowances Taxation Ruling issued each year by the Australian Taxation Office under Part IVAAA of the Taxation Administration Act 1953, as provided in Section 4.2 under 'Accommodation'; and
- ~~(e) subject to approval by Council, the registration fees of a partner of a delegate, and any expenses incurred in an accompanying person's program.~~

Council will make all necessary arrangements for Councillors and partners attending conferences, unless otherwise requested. The procedures will be as follows:

- (a) Council will, where possible, book accommodation in advance and pay expenses directly to the hotel/host organisation;
- (b) a Councillor required to pay unexpected expenses is to submit a claim for reimbursement on the relevant Council form, giving full details of those expenses;
- (c) once all expenses have been finalised, an account will be forwarded to the Councillor for any expenses payable by them, in accordance with Council's normal terms (i.e. 30 days). Any arrangements to finalise an account by periodic payment must be approved by Council.



***GM 7 - ATTACHMENT - POLICY REVIEW - PAYMENT OF EXPENSES  
AND PROVISION OF FACILITIES TO COUNCILLORS  
For Decision***

**4.2 Travel Within Australia**

Councillors who travel within Australia for approved conferences, council meetings or other council business have the following entitlements in relation to transportation, accommodation and meal/incidental expenses:

(a) Transportation

Councillors travelling on Council business will travel by the most economical and practical means and with due expedition. Time incurred in anything other than Council business shall not be included in the expenses paid by Council.

Councillors will be reimbursed for transportation as follows:

- (i) cost of an economy class air ticket where this is more economical than travel by motor vehicle;
- (ii) use of a personal vehicle (provided the vehicle has current and unlimited third party risk insurance covering damage by the vehicle to property) – Councillors may claim the per kilometre allowance prescribed under Clause 11 of the Local Government Award, provided travel is by the shortest practical route and the claim is submitted to the General Manager no later than 3 months after the costs were incurred and that the claim includes full details of time and place of departure, time and place of arrival, distance travelled, fares and parking fees (attaching receipts where possible), days/hours occupied in travelling to and from the destination, amount claimed as conveying allowances and total amount of claim;
- (iii) travel using a Council owned vehicle – Councillors may claim actual costs, provided that travel is by the shortest practical route and a claim is submitted to the General Manager in the terms referred to in the preceding paragraph;
- (iv) costs of a taxi fare for transfer between:
  - place residence and airport; airport and (approved) accommodation; (approved) accommodation and site of conference or official visit.

(b) Accommodation

Councillors attending conferences/seminars/courses will have accommodation booked for them in accordance with Section 4.1. Accommodation for other Council business will be as follows:

- (i) at a standard of up to a four star NRMA rating, with the most economical and practical alternative to be organised where there are a number of alternative establishments;
- (ii) booked and paid for by Council in advance or, where this is not possible, a claim for reimbursement made no later than 3 months after the expenses were incurred, and with receipts attached;
- (iii) Councillors will be responsible for additional expenses charged to the accommodation account, such as video hire, mini bar costs etc.

**GM 7 - ATTACHMENT - POLICY REVIEW - PAYMENT OF EXPENSES  
AND PROVISION OF FACILITIES TO COUNCILLORS  
For Decision**

(c) Meal Allowance

Councillors may claim meal allowances based on the Reasonable Allowances Taxation Ruling, updated annually, where the cost of meals has not been included as part of accommodation arrangements, or included in the cost of a seminar/conference.

Conditions associated with the payment of Meal Allowances are:

- (i) an entitlement for breakfast allowance will exist where the claimant is already away from home, or is required to leave home prior to 6.00 am to travel;
- (ii) an entitlement for dinner allowance will exist where the claimant is already away from home, or arrives home after 7.00 pm after travelling;
- (iii) claims for meal allowances are not to be made where a meal is provided and paid for as part of accommodation, conference, airline travel etc, or where a meal is provided by the host organisation, etc;
- (iv) claims for amounts outside the fixed meals allowances system can be made, provided the claimant can justify the additional expense and support the claim with a detailed receipt; and
- (v) Council is not responsible for the cost of alcoholic beverages.

~~(d) Incidental Expenses~~

~~An allowance will be paid for incidental expenses based on the Reasonable Allowances Taxation Ruling to cover the cost of incidentals, for example, private telephone calls, taxi fares, parking fees, toll charges etc.~~

**4.3 Overseas Travel**

Council will pay reasonable expenses incurred by a Councillor travelling overseas on Council business only if Council resolves that such travel be undertaken. Proposals for overseas travel are to indicate:

- (a) who is to take part in the travel;
- (b) the objectives for undertaking the trip, including an explanation of the benefits that will accrue to the community from taking the trip;
- (c) the duration of the trip and general details of travel arrangements; and
- (d) the approximate costs of the trip, including accommodation and daily allowances payable.

Council's Policy is as follows:

- (a) accommodation expenses incurred for conference and/or other travel/delegation etc. will be paid, including for the night prior to such conference or delegation, depending upon travel schedules, as expressly authorised by Council prior to such travel being incurred. In accordance with the Reasonable Allowances Taxation Ruling, these accommodation expenses need to be substantiated in writing and a travel record kept where the travel involves more than 6 nights away from the Councillor's ordinary place of residence;
- (b) all travel vouchers and/or tickets will be returned to Council at the completion of each journey;
- (c) a daily meal ~~and an incidental expenses allowance~~ will be paid to each authorised attendee of Council to conferences and/or delegations in accordance with the *Australian Fringe Benefits Taxation Guidelines*, to cover the cost of meals ~~and out-of-pocket expenses~~ not directly concerned through the place of accommodation for the authorised Council attendee at any conference and/or delegation provided that such expenses are subject to the

**GM 7 - ATTACHMENT - POLICY REVIEW - PAYMENT OF EXPENSES  
AND PROVISION OF FACILITIES TO COUNCILLORS  
For Decision**

period of stay not exceeding the period for the conference or authorised business plus one day each way for travelling;

- (d) the terms "conference" and "delegation" as occurring in this Policy include visits of cultural exchange between Council and other local government areas as part of Council's Business of Local Government;
- (e) Airfares are not payable under this Policy.

**5. LEGAL ASSISTANCE AND INSURANCE**

**5.1 Insurance**

Councillors are to receive the benefit of insurance cover for:

(a) Personal Injury

Whilst ever on Council business, worldwide, covering bodily injury caused by accidental, violent, external and visible means up to a sub-limit for death and capital limits of \$200,000. Also covering permanent disablement, temporary total disability and temporary partial disability. The cover does not include medical expenses. Full details of personal accident insurance are available in Council's Insurance Manual held by the Manager, Employee Services.

(b) Professional Indemnity

For matters arising out of Councillors' performance of civic duties or exercise of their functions as Councillors provided the performance or exercise of the relevant civic duty or function is in the opinion of Council bona fide and/or proper and is carried out in good faith, as required under Section 731 of the Local Government Act. BUT subject to any limitation or conditions set out in the policy of insurance, which is, at the direction of Council, taken out.

(c) Public Liability

For matters arising out of Councillors' performance of civic duties or exercise of their functions as Councillors, carried out in good faith. BUT subject to any limitations or conditions set out in the policy of insurance which is, at the direction of Council, taken out.

**5.2 Legal Assistance**

In the event of:

1. An enquiry, investigation or hearing by any of:
  - The Independent Commission Against Corruption;
  - The Office of the Ombudsman;
  - Department of Local Government;
  - The Police;
  - The Director of Public Prosecutions;
  - The Local Government Pecuniary Interest Tribunal, or
  - Any other tribunal or authorised body,

***GM 7 - ATTACHMENT - POLICY REVIEW - PAYMENT OF EXPENSES  
AND PROVISION OF FACILITIES TO COUNCILLORS  
For Decision***

into the conduct of a Councillor, or

2. Legal proceedings being taken by or against a Councillor, arising out of or in connection with the Councillor's performance of his or her civic duties or exercise of his or her functions as a Councillor. Council shall reimburse such Councillor, after the conclusion of the enquiry, investigation, hearing or proceeding, for all legal expenses properly and reasonably incurred, given the nature of the enquiry, investigation, hearing or procedure, on a solicitor/client basis, PROVIDED THAT:
  - (a) the amount of such reimbursement shall be reduced by the amount of any moneys that may be or are recouped by the Councillor on any basis;
  - (b) the Councillor's performance or exercise of the civic duty or function was in the opinion of Council bona fide and/or proper, and the Councillor acted in good faith as required under Section 731 of the Local Government Act;
  - (c) the amount of such reimbursement shall be limited to the extent that only fees charged at a rate equivalent to the hourly rate then being charged by Council's Solicitors will be paid, i.e. any portion of the expenses representing any hourly charge rate higher than the hourly charge rate of Council's Solicitors will not be reimbursed; and
  - (d) the Councillor is not the plaintiff in the action.

***GM 8 - JAMES HARDIE PRODUCT BOYCOTT  
For Decision***

File Ref: 4056-03

**General Manager reports:**

**Synopsis**

At its meeting on 17 August 2004 (Items NM 22 and NM 23), Council resolved to boycott James Hardie products until the company guaranteed full compensation to existing and future victims of asbestos related diseases. On 21 December 2004, James Hardie signed a Heads of Agreement with the ACTU, Unions NSW and asbestos victims groups agreeing to fund current and future compensation liabilities. In light of this development Council has received correspondence from the United Services Union and the Construction Forestry Mining and Energy Union requesting Council to reconsider its boycott of James Hardie products. It is recommended that the report be received and noted and that Council determine whether it wishes to continue with the current boycott of James Hardie products.

**Background**

In August 2004, Council considered two Notices of Motion (NM 22 and NM 23) urging Council to boycott James Hardie products until the company guaranteed full compensation to existing and future victims of asbestos related diseases. Council passed the following Resolution:

- “1. Marrickville Council boycotts all James Hardie products until full compensation is guaranteed to existing and future victims of asbestos-related diseases;*
- 2. until such time as James Hardie complies with its funding proposal, the General Manager is asked to:*
  - (a) request all existing contractors working on Council projects to not purchase or use James Hardie products unless there is no alternative product available;*
  - (b) require all new contractors not to use James Hardie products on Council projects unless there is no alternative product available; and*
  - (c) direct Council staff not to purchase any new James Hardie products, except where an existing Council contract requires the use of James Hardie products, or there is no alternative product available;*
- 3. the Mayor, on behalf of Council, writes to James Hardie Industries informing them of our decision to boycott their products and the reasons for the boycott;*
- 4. the Mayor, on behalf of Council, writes to the Labor Council of NSW, the CFMEU and the AMWU informing them of our decision to boycott James Hardie Industries;*
- 5. Council refer the above to the Local Government Association for debate at the forthcoming conference;*

***GM 8 - JAMES HARDIE PRODUCT BOYCOTT  
For Decision***

6. *the Mayor write to the State Member urging the State Government to adopt a similar policy; and*
7. *Council calls on the Liberal, National Parties, the Australian Democrats and the Coalition to follow the position of the Labor Party that all political donations from James Hardie Industries received over the last 3 years be directed to a fighting fund for persons affected by asbestos-related diseases.”*

**Discussion**

Further to Council’s decision to boycott James Hardie products at its August 2004 Meeting, on 21 December 2004, James Hardie signed a Heads of Agreement with the ACTU, Unions NSW and asbestos victims groups agreeing to fund current and future compensation liabilities. A copy of the ACTU Press Release and Summary of the Heads of Agreement are provided at **ATTACHMENT 1**.

The Heads of Agreement provides for:

- An open ended funding commitment;
- No cap on payments to victims;
- The creation of a special purpose fund to receive funding from James Hardie to make payments to victims;
- The payment of an up front cash buffer of approximately \$250 million;
- Annual payments from James Hardie based on an annual actuarial assessment of the liability for asbestos claims;
- A maximum cap on the annual James Hardie payment set at 35% of free cash flow;
- A minimum term of the funding arrangement of 40 years. To be extended indefinitely if required; and
- Funding from James Hardie for asbestos education and medical research.

Council should note that the Heads of Agreement is not legally binding and is designed to provide the basis for a legally binding ‘Principal Agreement’ that is to be concluded by June 2005.

**Conclusion**

Since Council’s resolution of August 2004 (Items NM 22 and NM 23), James Hardie has taken steps towards a binding agreement to meet its obligations in respect of current and future victims of asbestos related diseases. In its media release, the ACTU has stated that it “does not wish to see any further conduct that would be harmful to the business of James Hardie” while the company performs its obligations towards a binding agreement. Council has also received representation from the United Services Union and the Construction Forestry Mining and Energy Union (**ATTACHMENT 2**) requesting Council to reconsider its boycott of James Hardie products.

*Council Meeting - 01/05 - 15 February, 2005*

***GM 8 - JAMES HARDIE PRODUCT BOYCOTT  
For Decision***

**RECOMMENDATION:**

**THAT:**

1. the report be received and noted; and
2. Council determine whether it wishes to continue with its boycott of James Hardie products.

**ATTACHMENTS: Total 5 pages**

ACTU Media Release and Summary of Heads of Agreement – 3 pages; and  
Letters from United Services Union and the Construction Forestry Mining and Energy Union  
requesting Council to lift bans on James Hardie products – 2 pages

**GM 9 - SECOND QUARTERLY REPORT ON 2004-2005 MANAGEMENT  
PLAN  
For Decision**

File Ref: 1461

**General Manager reports:**

**Synopsis**

This business paper report summarises Council's performance over the second quarter of the financial year against service improvement projects and performance indicators set out in the 2004/2005 Management Plan. The attachment provides detailed advice on the status of all projects and indicators as at 31 December 2004. It is recommended that the report be received and noted.

**Background**

This quarterly report is the second for Council's current 2004/2005 Management Plan.

The attached report details the status of the 122 service improvement projects set out in the Management Plan. It also provides information on Council performance against 66 program performance indicators identified in the Management Plan.

The service improvement projects selected to go into the Management Plan are the highest priority projects for enhancing the look, feel and a sustainable future for the Marrickville area, as well as those for improving Council operations. They represent Council's 'change management' program which is implemented over and above the delivery of ongoing services and programs.

The performance indicators provide quantitative and qualitative information on program performance. They provide an indication of how well the program is performing overall and the benefits being received by the community.

The following is a summary of the highlights for the second quarter of 2004-2005 (bearing in mind that not all projects have been scheduled to start in this quarter):

**The look of Marrickville**

- An integrated transport strategy is being developed by the new Transport Planner with an initial discussion paper being prepared for Council.
- Streetscape enhancement works at Enmore Theatre are progressing with completion due in June. Works in the Petersham Shopping Centre are substantially completed.
- Heritage Brick Footpath Program is continuing with replacement of damaged footpaths in Graham Avenue complete.
- Participation in the discussions on the urban renewal of Parramatta Road (under the State Governments Metropolitan strategy) continued and officers are co-managing an urban design study consultancy with Leichhardt Council for sector 1 of the Parramatta Road project.
- Drainage improvement works at Marrickville Shopping Centre are complete and the stormwater pit cleaning program continues on schedule.
- Roadworks in Thornley Street are completed including new kerb and gutter and road resurfacing.



**GM 9 - SECOND QUARTERLY REPORT ON 2004-2005 MANAGEMENT  
PLAN  
For Decision**

- Completion of Mary Street playground construction with designs for Ness, Jarvie, Hoskins, Collyer, Marrickville and Steel Park playgrounds well advanced.

**The feel of Marrickville**

- The "Belonging in Marrickville Social Plan" has been completed and forwarded to the Department of Local Government as required by legislation.
- Ongoing research in the development of a Council wide ageing strategy continues with a range of consultations and meetings including Marrickville aged services committee workshop and a range of meetings with community groups such as Tom Foster, Tempe/St Peters/Sydenham seniors and GLAMM seniors.
- Launch of "Missed Business" guide to assist small businesses to improve access and thereby gain more customers was launched.
- Start Again Mentoring program (STAMP) training for residents of local lodging and rooming houses to enhance their living skills and accommodation and employment opportunities well underway with mentors graduating in December.
- Multi-language keyboards have been installed at the library. Multicultural storytelling has commenced and school holiday activities for children and youth at the library has been an outstanding success.
- Library usage increased significantly with library loans and internet bookings increasing by greater than 17%.
- A range of initiatives to improve public health and safety continue, including:
  - resurfacing of a number of local roads, and replacement of footpaths;
  - traffic calming devices as part of the Tempe Local Area Traffic Management Plan;
  - continuing inspection of boarding houses and food premises;
  - completion of the 04/05 local roads resurfacing program and completion of Illawarra Road and the first stage of Alice Street as part of the Regional road REPAIR program;
  - approval by Energy Australia to trial Metal Halide lamps in Enmore Rd street lights.
- Recreation and leisure initiatives have included:
  - design work being done on bicycle/pedestrian refuges in Longport Street and Old Canterbury Road;
  - continuing distribution of the Active Marrickville Guide to increase the level of leisure information to the community;
  - collation and design of three new recreation guides for children and families, older people and young people;
  - the first three community representatives were appointed to the DABCRC Advisory Committee.

**A sustainable future for Marrickville**

- A new Draft Waste DCP was endorsed by Council for public exhibition in December.
- The remediation, civil and landscaping works continue at Tempe Lands with leachate treatment plant complete, utility works nearing completion, civil works progressing and retaining walls completed.
- Domestic recyclables increased by 7.7% and domestic green waste increased by 64% on the same period last year.

**GM 9 - SECOND QUARTERLY REPORT ON 2004-2005 MANAGEMENT  
PLAN  
For Decision**

- Creation of databases for the school environment education program and for Gross pollutant traps operated by Council.
- Completion of the Environment Means Business environmental assessment program of Alexandra Canal with 113 businesses participating.
- The Watershed at Newtown has recently engaged a Sustainability Education Officer under a DEC grant which has improved the quality of communication access to the shopfront. The bagbusters team members continue to distribute resources to local businesses to help with the transition away from plastic bags and further plastic bag strategies are being developed.
- Completion of the State of the Environment Report.

**Improved Council operations**

- Councillors' Planning workshop held followed by managers workshop to identify strategies and propose projects for the Draft 2005/06 Management Plan.
- Financial model presented to Councillors' conference as well as preliminary options to progress identified major projects.
- Citrix customer service software successfully implemented enabling remote access to CRMS system.
- Successful implementation of MapInfo's Exponare Enquiry program which provides dynamic mapping and is linked to the property system.
- Successful review by external consultants of the IT security management procedures as complying with AS7799 quality accreditation standards.
- Improvements to the Council website, including business paper archives and heritage and conservation promotions page.
- Review of Code of Conduct during the quarter with report to Council in February 2005.

**Conclusion**

Council has initiated a wide range of projects to enhance the look, feel and future of Marrickville over the coming financial year and solid progress has been achieved in the implementation of the 2004/05 Management Plan in the first half of the year.

**RECOMMENDATION:**

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

**ATTACHMENT: Total 57 pages**

Achievements of 2004-2005 Management Plan Targets - Second Quarter

**GM 9 - SECOND QUARTERLY REPORT ON 2004-2005 MANAGEMENT PLAN**  
*For Decision*

# Community Development

SERVICE IMPROVEMENTS	FIRST QUARTER	SECOND QUARTER
<p><b>CD1</b> Belonging in Marrickville Plan. The Social Plan for Marrickville will be reviewed and updated for inclusion on Council's website. It will outline strategic actions Council plans to undertake in partnership with the community as it seeks to make Marrickville a better place to live and belong for current and future generations.</p>	<p>A draft copy of the Belonging in Marrickville Social Plan was presented to Council and recommended for public exhibition at the 21<sup>st</sup> September meeting. A final report regarding the Plan will be considered at its November meeting.</p>	<p>The Belonging in Marrickville Social Plan has been completed and was adopted by Council at its November Meeting. In accordance with legislative requirements, the Plan was sent to the Department of Local Government by 30 November 2004.</p>
<p><b>CD2</b> In consultation with local members of the Aboriginal community, establish a multi media oral history presentation for the Cadigal Wangal website and arrange for the material to be published as a book on the Aboriginal history of the local area.</p>	<p>Work is currently underway to develop a diary documenting significant cultural events as part of the 10 year celebration of the Marrickville Aboriginal Consultative Committee to be held in November 2004.</p>	<p>A 10 year celebratory booklet acknowledging the achievements of the Marrickville Aboriginal Consultative Committee was launched on 29 November 2004. The booklet includes documentation of significant events. Work is underway to record this information onto the Cadigal Wangal website.</p>
<p><b>CD3</b> In alignment with Council's strategic directions, develop an approach for an ageing community, which identifies appropriate responses in the areas of housing, education, recreation, transport and community care.</p>	<ul style="list-style-type: none"> <li>Ageing Policy Frameworks' at a national and state level have been researched.</li> <li>Key census information has been included in the Council Social Plan and Ageing Community Strategy.</li> </ul> <p>Discussion about the development of the Ageing Community Strategy has been conducted with Marrickville Aged Services Committee, Seniors Reference Group and key organisations in the area. A workshop regarding the strategy is planned for 7th October 2004.</p>	<p>Research in the development of the Ageing Strategy has included the following consultations and meetings:</p> <ul style="list-style-type: none"> <li>Marrickville Aged Services Committee Workshop held 7 October 2004. Key issues for discussion included needs from a community care perspective for older people living in the Marrickville LGA.</li> <li>Home and Community Care (HACC) Planning meeting held in December 2004.</li> <li>Initial meetings with community groups such as Senior's Reference Group, Tom Foster Seniors and Tempe /St Peters/ Sydenham Seniors have occurred about the issues that are of most concern to older people and meetings with other groups are planned for early 2005.</li> <li>GLAMM December meeting to discuss ageing issues for gay men, lesbians and intersex people.</li> </ul>

**GM 9 - SECOND QUARTERLY REPORT ON 2004-2005 MANAGEMENT PLAN**  
**For Decision**

<p><b>CD4</b> Complete the Access Management Plan guidelines to assist applicants lodging Development Applications in ensuring that their buildings and services are accessible to all in the community.</p>	<p>A management plan proforma has been completed and piloted on relevant Development Applications. Guidelines to assist in its application are being discussed with Planning in conjunction with the review of DCP 31 (Equity of Access and Mobility). It is envisaged that Guidelines will be developed to augment the revised framework of the DCP and controls.</p>	<p>Review of DCP 31 continues.</p> <p>In the interim, the "Missed Business" guide to assist small businesses to improve access to their business and thereby gain more customers has been completed and was launched on 29 November 2004.</p> <p>The guide includes practical suggestions to help small businesses respond to the DDA. A promotional strategy for the guide has been developed and will be implemented over 2005.</p>
<p><b>CD5</b> Further develop the capacity of the Marrickville South community, by supporting and resourcing three projects in the area, addressing the issues of affordable housing, the needs of children aged 8-14 years and women.</p>	<ul style="list-style-type: none"> <li>• Marrickville South Interagency organised another Community BBQ held at the DABCR Centre on 8<sup>th</sup> July. Over 300 local residents attended.</li> <li>• New activities / services that have commenced at the DABCRC include English Language Classes, Art Therapy, Computer classes.</li> <li>• Consultation with older residents has identified activities they would like to participate in at the centre. As a result of this a program targeting older people which includes these activities has been developed and is now being trialled.</li> <li>• The PCYC has been successful in receiving funding for a program targeting young women 12-18 years. The program will include employment training skills. Marrickville South Youth Working Party is working on collaborative projects to be delivered at the Centre.</li> </ul>	<p>The inaugural Marrickville South Planning Day was held on 14 October 2004 with over 65 people attending from a range of government agencies, local community organisations and Council.</p> <p>A Strategic Plan for the Marrickville South area is being developed as a result of the workshops from the Planning Day. It is anticipated that the draft plan will be endorsed by the Marrickville South Interagency at its meeting on 16 February 2005.</p> <p>Additional resources and services achieved in the last quarter include:</p> <ul style="list-style-type: none"> <li>• PCYC - low cost activities for older people.</li> <li>• Marrickville Youth Resource Centre has completed circus skills workshops for 10-14 year old Aboriginal children and young people.</li> <li>• Council &amp; PCYC graffiti art project with young residents from the immediate neighbourhood.</li> <li>• Barnardos continues to provide an outreach service to the Marrickville South area.</li> </ul>

**GM 9 - SECOND QUARTERLY REPORT ON 2004-2005 MANAGEMENT  
PLAN  
For Decision**

<p><b>CD6</b> Establish a Multi Faith Roundtable to promote cross cultural co operation, religious tolerance, compassion and humanitarianism for migrants and refugees.</p>	<p>Initial discussions with some religious leaders have been held and a database of local religious organisations including churches, mosques and temples is currently being compiled.</p>	<p>A database of religious organisations has been compiled as well as a contact list of organisations and individuals involved in multi-faith projects.</p> <p>Research of past and current multi-faith community projects has been completed.</p>
<p><b>CD7</b> Further extend the community leadership program to young people and Aboriginal residents to develop their skills as community leaders.</p>	<ul style="list-style-type: none"> <li>• Initial discussions have been held with Inner West Aboriginal Community Company to establish a local Aboriginal young leaders group;</li> <li>• Initial discussions about establish a young leaders program in the local area have been held;</li> <li>• Consultation and Planning of a peer education and support group of young people by Rosemount Youth and Family Services has occurred. More progress to be made in next quarter.</li> </ul>	<ul style="list-style-type: none"> <li>• 3 representatives attended the NSW Government Aboriginal Youth Leadership Program.</li> <li>• Marrickville Youth Council invited a volunteer youth leadership consultant to facilitate a discussion about ideas for a local youth leadership program.</li> <li>• Rosemount Youth &amp; Family Services have commenced recruitment of young people to become local youth peer educators.</li> </ul>
<p><b>CD8</b> Reduce the impact of illegal graffiti by allowing more experienced artists to be employed to work with juvenile offenders to identify and paint legal 'spray art galleries' throughout the Marrickville local government area.</p>	<ul style="list-style-type: none"> <li>• Council has successfully applied for Graffiti Solutions Program from NSW Attorney General Department.</li> <li>• The planning and initial stages of 2 mentoring projects have been completed with PCYC and 1012 youth consultants.</li> <li>• Experienced artist engaged with the establishment of a Street art club after school at Dulwich High School.</li> </ul>	<ul style="list-style-type: none"> <li>• Dulwich High Street Art Club has completed 2 semesters of workshops. Students have completed 2 community murals, one on the Reverse Garbage truck and one along the walkway next to the Dulwich Hill Car park.</li> <li>• 1012 youth consultants completed an aerosol art project with local young people at the Queen St Car Park Petersham.</li> <li>• A graffiti art demonstration was conducted at the Tempe Public School Community Family Day where 3 murals have been completed around the Peace Garden at the school.</li> </ul>
<p><b>CD9</b> Develop and pilot a model for residents of local lodging and rooming houses to enhance their living skills and long term accommodation, employment and social network options.</p>	<p>Start Again Project has developed the mentoring component and received funding for the pilot Mentor Project from NSW Attorney General's Department. Project Co ordinator has been recruited in partnership with the CRC and commenced in late August. Program will assist these residents with enhancing their social networks and</p>	<p>13 local residents have been successful in completing the Start Again Mentoring Training Program (StAMP) . Mentors graduated in December 2004 and to date, there have been 5 mentees apply to the program to be mentored.</p> <p>Council is working in partnership with Waverley, City of Sydney, Randwick and Botany Councils</p>

**GM 9 - SECOND QUARTERLY REPORT ON 2004-2005 MANAGEMENT PLAN**  
*For Decision*

	<p>strengthen pathways into local services.</p> <ul style="list-style-type: none"> <li>The Marrickville Leichhardt Housing Forum has been formed. It is a collective of service providers aimed at working together to advocate and implement strategies to address housing issues in the local area.</li> </ul>	<p>under the Local Government Housing Initiative Program to develop an Inner East Affordable Housing Strategy.</p> <p>As part of the strategy a number of pilot projects are planned, one being a Joint Venture Single Living Units pilot with the Sydney City Council. If this project is successful, a similar project could be trialled in the Marrickville area. This project is at the development phase.</p>
<p><b>CD10</b> Expand Council's current Food Services Operations to meet the needs of Leichhardt residents as provided under the service agreement with the State Government.</p>	<ul style="list-style-type: none"> <li>Delivery into the Leichhardt LGA commenced on 21 June 2004.</li> <li>A Client Satisfaction Survey has been conducted. Analysis of data currently underway with report to Council in next quarter.</li> </ul>	<p>The results of the Client Satisfaction Survey will be presented to Council in March 2005.</p> <p>In general, client feedback demonstrates that clients are pleased with the variety of meals available, the taste and the size of the servings.</p>

<b>PERFORMANCE MEASURES</b>	<b>FIRST QUARTER</b>	<b>SECOND QUARTER</b>
<p>Increase in the number of meals delivered to people eligible to participate in Meals on Wheels Program.</p>	<ul style="list-style-type: none"> <li>This quarter 11,994 meals have been delivered to eligible clients in their homes in the Marrickville and Leichhardt LGA. This represents a 30.5% increase from the last quarter where 8,333 meals were delivered.</li> <li>There have been 654 Centre Based Meals served in the Tom Foster Centre. 651 external Centre Based Meals to other day centres have also been provided.</li> </ul>	<p>There are 280 clients across the Marrickville and Leichhardt LGAs who receive meals delivered to their homes by Tom Foster Food Services.</p> <ul style="list-style-type: none"> <li>12,147 meals were delivered to eligible clients in their homes in the Marrickville and Leichhardt LGAs.</li> <li>562 meals were served in the Tom Foster Community Care Centre.</li> <li>846 meals were provided to other day centres.</li> </ul>
<p>Increase in the level of community service provision in the local area, particularly in Marrickville South.</p>	<p>The following new services are being provided in Marrickville South:</p> <ul style="list-style-type: none"> <li>Creche' 1 day per week at the DABCRC</li> <li>English Classes TAFE &amp; Sydney Community College</li> <li>Computer Classes by Sydney Community College</li> <li>Recreational activities targeting people over 55 years.</li> </ul>	<ul style="list-style-type: none"> <li>Community BBQ held on 14 October 2004 at the completion of the Planning Day.</li> <li>Barnardos is providing outreach services for local young people in Marrickville South.</li> <li>PCYC &amp; Council Graffiti Art Project.</li> <li>MYRC Circus Skills for Aboriginal children aged 10-</li> </ul>

**GM 9 - SECOND QUARTERLY REPORT ON 2004-2005 MANAGEMENT  
PLAN  
For Decision**

	<ul style="list-style-type: none"> <li>• Community BBQ held 8<sup>th</sup> July at DABCRC over 300 people attended</li> </ul>	14 years
<p>Increase in understanding by local residents of the Aboriginal history of the area.</p>	<p>NAIDOC Celebrations conducted. Council provided support to IWACC who organised two functions:</p> <ul style="list-style-type: none"> <li>• Luncheon – Petersham Town Hall included a PowerPoint preview of 10 year celebration of MACC to local Koori Community.</li> <li>• Kids Disco –Held at the Herb Greedy Hall.</li> <li>• Marrickville South Community BBQ acknowledging local Koori Community with indigenous performances, flag raising and Kangaroo sausages.</li> </ul>	<p>International Day of People with a disAbility 2004, held on 2 December 2004 focused on raising awareness of issues for Aboriginal people with a disAbility. A theatrical event was held in consultation with the Marrickville Access committee and Marrickville Aboriginal Consultative Committee – “Belonging – exploring issues of Aboriginal lifestyle, wellbeing and disAbility”.</p> <p>The Cadigal Wangal website has been enhanced with new PDF formats making it easier to print information directly from the web. The new upgrade which went on line in December 2004, also allows Council staff, MACC members and the community to have direct input into the website to update and add new information. Training for Council, MACC and community members on accessing the website is expected to occur in March 2005.</p>

**GM 9 - SECOND QUARTERLY REPORT ON 2004-2005 MANAGEMENT  
PLAN  
For Decision**

# Community Facilities & Recreation

<b>SERVICE IMPROVEMENTS</b>	<b>FIRST QUARTER</b>	<b>SECOND QUARTER</b>
<b>CR1</b> Increase the level of support for community based leisure and sporting providers by (i) identifying potential training and funding opportunities, (ii) conducting regular information-sharing forums and (iii) providing opportunities for these organisations to raise their profile at various community events.	<p>A training session held on 17/8/04 to assist Marrickville leisure and sporting organisations understand their responsibilities in relation to child protection. 28 people attended the session.</p> <p>The first edition of the Active Marrickville newsletter was distributed in July 2004.</p> <p>The Active Marrickville Showcase was held as part of the Marrickville Festival in September 2004. It was designed to provide an opportunity for local leisure and sporting organisations to feature their programs and services. 9 demonstrations by different local organisations were held throughout the day.</p>	A training session was held on 16 Nov 2004 to assist leisure organisations understand insurance and risk management issues. 12 organisations attended.
<b>CR2</b> Increase leisure opportunities for special needs groups by conducting pilot programs in association with local sporting clubs and holding open days for particular target groups at the Debbie and Abbey Borgia Community Recreation Centre.	An open day targeting older adults was held at the Debbie and Abbey Borgia Community Recreation Centre on 1 July 2004. Surveys were conducted to identify programs older adults would like to see occurring at the Centre. Since the Open Day, several new programs specifically targeting older adults have been introduced at the Centre including indoor bowls, computers, gentle exercise and Chaw Kwondo.	At the International Disability Day on 2 December 2004 at the Debbie and Abbey Borgia Community Recreation Centre leisure activities were held for approximately 50 special needs participants.
<b>CR3</b> Undertake capital improvement works at the Fanny Durack Pool to improve water quality.	Capital improvement works have been postponed until the Aquatic Leisure Facility Feasibility Study is completed. This Study will assist in identifying the timing of these works.	No action this quarter pending further information on the Aquatic Leisure Facility Feasibility Study.
<b>CR4</b> Encourage wide use of the Debbie and Abbey Borgia Community Recreation Centre (DABCRC) by supporting PCYC in their operation of the Centre and	Information on the programs and services at the Centre are placed in the Council Column on a regular basis.	Information on the programs and services at the DABCRC have been regularly placed in the Council Column.



**GM 9 - SECOND QUARTERLY REPORT ON 2004-2005 MANAGEMENT  
PLAN  
For Decision**

<p>taking an active role in promoting the programs and facilities available at the Centre.</p>	<p>Council officers have assisted with the Open Day for older adults held on 1/7/04; a Community BBQ for the Marrickville South community held on 8/7/04 and used the Centre for the South Marrickville Interagency Forums.</p> <p>Development of performance indicators for the operation of the Centre by PCYC is near completion.</p>	<p>Recreation officers assisted with the Open day on International Disability Day on 2 December 2004 and the Marrickville South Community BBQ on 14 October 2004.</p> <p>The Debbie and Abbey Borgia Community Recreation Centre held a celebration for its first anniversary on 17 October 2004 and a number of leisure organisations held stall or participated in displays and demonstrations during the Open Day.</p> <p>The final three community representatives were appointed to the DABCRC Advisory Committee.</p>
<p><b>CR5</b> Increase the information available to the community about leisure, sporting and recreation opportunities in Marrickville through regular features in Marrickville Matters, the distribution of information to citizens and schools and through Council's website.</p>	<p>The September 2004 issue of Marrickville Matters featured articles about the new Active Marrickville Guide and the Aquatic Leisure Facility Feasibility Study.</p> <p>The Active Marrickville Guide, provides information about active leisure and recreation options in the local area and has been distributed to leisure, community and sporting organisations, the general community through the Marrickville Festival, community facilities and schools. Over 3000 copies have been distributed to date.</p>	<p>The December 2004 issue of Marrickville Matters featured articles about summer recreational activities including:-</p> <ul style="list-style-type: none"> <li>• Qigong in the Park (organised by the Recreation Programming Officer)</li> <li>• Netball at Tempe</li> <li>• Sporting South</li> <li>• Staying safe in water</li> <li>• Cool Down</li> </ul> <p>Three new Recreation publications have been developed this quarter. These include:-</p> <ul style="list-style-type: none"> <li>• Young and active</li> <li>• Children and families active together</li> <li>• Active for later life</li> </ul> <p>They will be distributed next quarter.</p>

**GM 9 - SECOND QUARTERLY REPORT ON 2004-2005 MANAGEMENT PLAN**  
*For Decision*

<b>CR6</b> Undertake detailed design and investigation work for the future upgrade of Council's aquatic and leisure facilities.	This project will be postponed until the Aquatic Leisure Facility Feasibility Study is completed and adopted by Council.	No action has been taken this quarter.
<b>CR7</b> Increase the use of Council's community facilities through a range of improvements including (i) the introduction of a new booking system and pricing policy and (ii) the conduct of a community facilities condition audit and development of a building improvements program.	<p>A review of community facilities has been occurring throughout this quarter. The review has three distinct components including;</p> <ul style="list-style-type: none"> <li>• the hire arrangements for community facilities</li> <li>• tenanted community buildings</li> <li>• Condition audit and forward maintenance plans for community buildings.</li> </ul> <p>A briefing paper about the outcomes of the review will be presented to Council in October 2004.</p>	Following a Councillors conference on 20 October 2004, a detailed report on the Review of Community Facilities was submitted to the November Community Services Committee meeting, with a subsequent report to December 2004 meeting. Council adopted proposed new fees and charges terms and conditions for Community Facility hire which are on public exhibition until 18 February 2005. A further report will be presented to Council following the exhibition period.

<b>PERFORMANCE MEASURES</b>	<b>FIRST QUARTER</b>	<b>SECOND QUARTER</b>
Increase in the use of community and leisure facilities	<p>Attendances for the Annette Kellerman Aquatic Centre for the quarter were 14,564. The attendances for last year were:</p> <p>Quarter 1 - 12,405, Quarter 2 - 26,576 Quarter 3 - 35,128 Quarter 4 - 19,783.</p> <p>Please note that Petersham Park Pool was closed during this quarter.</p>	<p>Attendance at the Annette Kellerman Aquatic Centre for the quarter was 27,207. This represents a 2.4 % increase over the same quarter in 2003/2004.</p> <p>Attendance at the Petersham Pool this quarter was 16,214. This represents an 84% increase over the same quarter in 2003/2004. This large increase is due to improved recording of spectators' admissions.</p>

**GM 9 - SECOND QUARTERLY REPORT ON 2004-2005 MANAGEMENT PLAN**  
**For Decision**

<p>Increase in the level of contact and communication with local leisure organisations.</p>	<p>Contact and communication with local leisure organisations has increased this quarter with 28 organisations participating in the Child Protection Training Program in July, the distribution of the first Active Marrickville newsletter, conducting an information session for licensed clubs in Marrickville on 2<sup>nd</sup> September, and distribution of the Active Marrickville Guide.</p>	<p>Contact with community organisations occurred with 12 local leisure organisations participating in the Insurance and Risk Management Workshop.</p> <p>A survey of licensed clubs was conducted following the 2 September workshop.</p>
<p>Increase in the range and distribution of leisure information to the community.</p>	<p>There have been several key publications distributed to the community in the past quarter including:</p> <ul style="list-style-type: none"> <li>• The Active Marrickville Guide. Over 3000 have been distributed to individuals and organisations throughout Marrickville</li> <li>• The first edition of the Active Marrickville Newsletter to leisure and sporting organisations in Marrickville</li> <li>• The Community Summary of the Recreation Strategic Plan. Over 1000 have been distributed to individuals and community organisations.</li> </ul> <p>Marrickville Matters has also featured articles about the Active Marrickville Guide and the Aquatic Leisure Facility Feasibility Study.</p>	<p>The Active Marrickville Guide was distributed at the 1<sup>st</sup> Anniversary of the Debbie and Abbey Borgia Community Recreation Centre.</p> <p>The three new Recreation guides for children and families, older people and young people were collated and designed.</p> <p>The December 2004 issue of Marrickville Matters featured articles about summer recreational activities including within the LGA.</p>

**GM 9 - SECOND QUARTERLY REPORT ON 2004-2005 MANAGEMENT  
PLAN  
For Decision**

# Library Services

<b>SERVICE IMPROVEMENTS</b>	<b>FIRST QUARTER</b>	<b>SECOND QUARTER</b>
<b>LS1</b> Successfully implement the new Library Management System, including the satisfactory delivery of its multi-Language functionality.	Final refinements to the non-English data are complete. Multi-language keyboards are being purchased to prepare for the launch of the multi-language capabilities in October 2004.	Multi-language keyboards have been received and installed. Training for staff in the use of the keyboards has been scheduled for February 2005.
<b>LS2</b> Purchase and install at least two "Information Kiosks" in the Central Library which will be touch screen operated and provide user friendly access to advice on library and Council services.	Three internet kiosks have been installed at Marrickville Library and are in use continually.	Internet kiosks have proven very popular to the extent that Council is updating the keyboards so that the kiosks are able to meet the heavy demand. It is expected that the replacement keyboards will be installed in February 2005. A report on the success of the new technology was submitted to the November 2004 Community Services Committee Meeting.
<b>LS3</b> Introduce a "Coffee Lounge" facility within the Central library adjacent to the newspapers and serials browsing collections.	Old information desk has been removed and serials shelving relocated. New newspaper display and shelving have been installed.	Quotes are being obtained for the painting the proposed coffee lounge area to improve its appearance. Coffee machine installation is scheduled for January 2005.
<b>LS4</b> Further improve the physical appearance of the Central and Branch libraries through brighter, more effective collection identification signage and new shelving end displays.	Bayends have been installed in Marrickville. Painting of Stanmore and Marrickville are planned for the next quarter.	A colour consultant has provided a colour scheme for painting Stanmore and Marrickville libraries to ensure that a planned approach is taken to the painting. Painting to begin February 2005.

**GM 9 - SECOND QUARTERLY REPORT ON 2004-2005 MANAGEMENT  
PLAN  
For Decision**

<p><b>LS5</b> Improve and update the Library Services pages on the Council website.</p>	<p>The website information was reviewed in June 2004.</p>	<p>The Library website was reviewed in June 2004. Currently the Library is working with Corporate Services Division to improve the information on the website.</p>
<p><b>LS6</b> Develop new community engagement programs for Children's Library Services, Youth and Schools Library Services, Multicultural Library Services and Home Library Services.</p>	<p>Children's Library Services continue to work with the Magic Yellow Bus and are developing a multicultural storytime program.</p> <p>Youth &amp; Schools Librarian will be holding holiday activities for youth in the forthcoming school holidays and has updated the Homework Help program.</p> <p>Multicultural Services have begun a program of community involvement in selection of library materials and together with Home Library Services have talked to local NESB groups to introduce them to library services</p>	<ul style="list-style-type: none"> <li>• Multicultural storytelling commenced in December 2004 and will be held the first Friday of each month. 16 participants attended the December activity.</li> <li>• Summer school holiday activities for both children and youth have been fully booked at all libraries. Current attendance for the 6 activities has seen over 90 participants in total.</li> <li>• A Children's Christmas party was held at each library with over 100 children attending in total.</li> <li>• The Home Library Service held a Christmas party on 9 December 2004 for their clients and carers with over 50 people attending.</li> </ul>
<p><b>LS7</b> Investigate the feasibility of establishing a dedicated youth library within the Marrickville area.</p>	<p>No action this quarter.</p>	<p>No action this quarter.</p>
<p><b>LS8</b> Promote and monitor the introduction of the Citizens' Service Centre at Marrickville Library.</p>	<p>The Citizens Service Centre at the library continues to be used with approx. 15 enquiries per week, but needs more promotion. A review of the service will be completed in November.</p>	<p>A review of Citizens Service function to be completed by February 2005 with a report to Council due in March 2005. Currently the Citizen Service Officers' average 22 enquiries per week.</p>

**GM 9 - SECOND QUARTERLY REPORT ON 2004-2005 MANAGEMENT PLAN**  
*For Decision*

<b>PERFORMANCE MEASURES</b>	<b>FIRST QUARTER</b>	<b>SECOND QUARTER</b>
Increase in library membership and in membership of people from non-English speaking backgrounds.	<p>Total membership is 25459 This is a 3% increase on the previous quarter. Total new registrations = 1439 (Marrickville 1047, Dulwich Hill 123, St Peters/Sydenham 111, Stanmore 158).</p> <p>In the previous year, the total membership for the year was as follows:</p> <p>Quarter 1 - total memberships 38,465 with 1,281 new registrations and total issues were 113,721.</p> <p>Quarter 2 - total memberships 36,041 with 1,240 new registrations and total issues were 105,325.</p> <p>Quarter 3 - total membership was 37,017 with new 1513 new registrations and total issues were 113,182.</p> <p>Quarter 4 - total membership 24,352 with 1,313 new registrations and total issues were 116,104.</p>	<p>Total membership is 26,719 This represents a 25.8% decrease on the same period last year. However, it should be noted that the decrease is due to the deletion of non-active membership records from the database prior to the data migration to the new library management system.</p> <p>New registrations - 1,210 Marrickville - 907 Dulwich Hill - 113 Stanmore - 147 St Peters/Sydenham - 43</p> <p>The Library is currently reviewing the data collection of information relating to library membership of people from non-English speaking backgrounds (NESB). In December 2004 there were 11,577 members from NESB.</p>
Increase in the use of services – in the number of information enquiries, library loans and level of use of technology.	<p>The total Library loans for this quarter were 127,723. This represents 12% increase over the same quarter last year.</p> <p>In the year 2003/2004 total loans were as follows: Quarter 1 - 113,721 Quarter 2 - 105,325 Quarter 3 - 113,182 Quarter 4 - 116,104</p> <p>Internet bookings for the period were 14,762 (45% increase on the last quarter) An estimate for the use of the walk-up information kiosks indicates they were in use for the equivalent of 6119 internet bookings</p> <p>In the previous year, the total Internet usage was as follows:</p>	<p>The total Library loans for the quarter were 123,485. This represents a 17.2% increase over the same quarter in 2003/2004.</p> <p>Marrickville - 96,472 Dulwich Hill - 11,036 Stanmore - 10,575 St Peters/Sydenham - 5,411</p> <p>Internet bookings for this period were 11,470 (19.44% increase on the same period last year).</p> <p>There has also been an increase of Internet access points that do not require bookings, therefore usage data is unavailable.</p>

**GM 9 - SECOND QUARTERLY REPORT ON 2004-2005 MANAGEMENT  
PLAN  
For Decision**

	<p>Quarter 1 - unavailable                  Quarter 2 - 9,603                  Quarter 3 - 8,602                  Quarter 4 - 10,154</p> <p>Information requests totalled 11,166 (30% increase on last quarter).</p> <p>OPAC enquiries were 74,879.</p>	<p>Information requests were 9,172 (50.7% increase on the same period last year).</p> <p>OPAC enquires were 55,627.</p>
<p>Evidence of initiatives to provide educational and recreational events and activities and to strengthen links with community groups.</p>	<p>The following initiatives were held:                  Children's Book Week , 21-27 August                  1842 children attended author visits, 1052 children entered the competitions                  Participation in Marrickville Festival in September 2004                  National Simultaneous Storytime, 3 September 2004                  33 children and 15 parents/teachers                  Free Public Internet &amp; Email Training. 1 email and 2 internet classes were conducted in English. 1 internet class was conducted in Vietnamese. There were 30 participants.                  Staff and members of the community attended Arabic, Greek, Chinese and Vietnamese Multicultural Selection Days at the State Library.                  Library information sessions:                  Arabic Group at Debbie and Abbie Borgia Recreation Centre attended by 20 elderly persons.                  Vietnamese Women Support Group (Anglicare) attended by 20 young women.                  Information session for the Arabic community on TAFE (education, training and career opportunity) held in the library - 24 people attended                  Preschool Storytime (weekly)                  678 children, 449 parents/carers attended.</p> <p>Homework Help (weekly) 627 students accessed the service.</p>	<p>The following activities were held:</p> <ul style="list-style-type: none"> <li>• The Homework Help program was relaunched at all libraries. The following students accessed the service:                      Marrickville - 612                      St Peters/Sydenham - 106                      Dulwich Hill - 32                      Stanmore - 90</li> <li>• Spring into Summer reading program has attracted 173 children.</li> <li>• Children's Holiday Activities have been held at all libraries with over 180 children attending.</li> <li>• Stanmore Library held a young adult activity with 20 participants.</li> <li>• Teen Summer Reading Club has attracted 36 young adult members who have read 102 books and produced 37 book reviews.</li> <li>• Internet and E-mail training courses in English and Vietnamese with 63 people booking in the 7 training sessions.</li> </ul> <p><b>The following events were held:</b></p> <ul style="list-style-type: none"> <li>• Refugee Week Forum held during October with 42 community members attending.</li> <li>• Asthma Awareness Week which was a series of 3 events where the Library provided information and displays. The Library also had displays throughout November.</li> <li>• International Day of People with Disabilities in December with 35 people attending.</li> </ul>

**GM 9 - SECOND QUARTERLY REPORT ON 2004-2005 MANAGEMENT  
PLAN  
For Decision**

<p>Achievement of Library service standards.</p>	<p>Staff have received training in the databases available at the library to enhance the level of assistance they are able to provide. DVD's are now available at branches. Bayends have been installed in Marrickville and signage is being ordered. Homework Help has been expanded with the employment of new study assistants to make it available at all Libraries.</p>	<p>Collection Management Team continues to monitor service standards. Standards are being consistently achieved within the team. Turnaround time for best sellers list is currently 10 working days from receipt of item. Serials availability is 2 working days.  All staff participated in reference training prepared by the Information Services Librarian and LINCS training prepared by the Community Information Officer to ensure a consistent approach for all information requests to achieve customer service standards.</p>
--------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------



**GM 9 - SECOND QUARTERLY REPORT ON 2004-2005 MANAGEMENT  
PLAN  
For Decision**

# Communication and Cultural Services

<b>SERVICE IMPROVEMENTS</b>	<b>FIRST QUARTER</b>	<b>SECOND QUARTER</b>
<b>CC1</b> Improve the look and feel of the local area through public art projects at Tempe Reserve and Newtown Square.	The designs and budget for The Robyn Webster Sports Centre at Tempe are nearing completion and the Newtown Square artwork project briefs for a landscape architect has been resolved by the Newtown Selection Panel.	Designs for the Tempe mural were finalised and presented to MACC with positive response. The brief for Newtown artwork was finalised and liaison with State Rail and RTA commenced for necessary site approvals.
<b>CC2</b> Promote the Newtown Entertainment Precinct to the local, regional and national tourist markets through promotional campaigns to contribute to the vitality of the area.	Partnership proposal sent to City of Sydney for contributions to NEPP projects and campaigns; negotiated with the publisher of City Hub to continue with the Newtown Guide; appointed new Cultural Development Officer effective 13 September 2004; progressed poster bollards, Arts Development and Artspace projects, with accompanying media coverage.	Meeting held with City of Sydney to discuss future partnership with positive outcome; manufacture of poster bollards structures and artwork well underway; commenced paving project for Enmore Theatre; appointed a cultural development officer in conjunction with Addison Road Centre to undertake the Arts Development project; appointed the PACT Theatre to undertake the arts employment program.
<b>CC3</b> Implement a communication strategy that improves Council's corporate image and communication with a range of diverse local communities.	A brief for research into local ethnic media preferences was developed. The appointed consultant surveyed 300 CALD residents and CCS has received a preliminary report on preferred consumption. Recommendations for Council's communication with CALD communities will now be developed based on this data.	A report was made to Senior Staff regarding the final research report; consultation was held with reps from across Council and a draft strategy has been developed for consideration by Senior Staff and Council. A draft media liaison policy has been developed for consideration by Senior Staff.

**GM 9 - SECOND QUARTERLY REPORT ON 2004-2005 MANAGEMENT  
PLAN  
For Decision**

<p><b>CC4</b> Review the community event program to ensure the continued relevance and quality of local events.</p>	<p>The Events Review document was completed and discussed at a first Councillor Conference held on 9 August 2004. Currently preparing further information for discussion at a second Councillor Conference to be held on 20 October 2004.</p>	<p>The second Councillor Conference was held in October 2004 with a report presented to Community Services Committee meeting in November 2004 on the Community Events Review. Work commenced on production of Australia Day and Summer Fiesta (the cross multicultural event).</p>
<p><b>CC5</b> Promote and develop the Arts and Cultural Marrickville E network (ACME) as a way of sharing information about local cultural activities and provide artists and cultural workers with an opportunity to promote their work.</p>	<p>ACME has had continued growth in subscriber numbers in the last quarter from 220 to 250 members. Approximately 15 notifications of local activities are distributed every week.</p>	<p>ACME has sustained its membership over the past quarter at 250 members. Approximately 15 notifications of local activities are distributed every week.</p>

<b>PERFORMANCE MEASURES</b>	<b>FIRST QUARTER</b>	<b>SECOND QUARTER</b>
<p>Evidence of community satisfaction with and participation in community functions and events organised by Council.</p>	<p>All events in the quarter were well attended and positive feedback was received including the: Sister Cities Multi-cultural Evening, the Euro Cup Event - 400 people attended Marrickville Festival - 50,000 people attended and Feastability - 25,000 people attended.</p>	<p>Dulwich Hill Street Fair was held successfully on 4 December 2004 in Marrickville Road with positive feedback from participants and community. No other events were held in the quarter due to the finalisation of the Major Community Events Review.</p>

**GM 9 - SECOND QUARTERLY REPORT ON 2004-2005 MANAGEMENT  
PLAN  
For Decision**

## History program

<b>SERVICE IMPROVEMENTS</b>	<b>FIRST QUARTER</b>	<b>SECOND QUARTER</b>
<b>HP1</b> Promote the History Centre as a repository of the community memory so as to actively encourage the community and community organisations to donate or lend for copying material relating to all aspects of the history of the area for public use.	Regular column in the Inner West Courier has resulted in donations and loan of material for copying. Examples include: photographs of Cooks River, Audley Street in the 1960s and Marrickville bus services.	Article prepared for the Petersham Mainstreet newsletter.  Monthly contribution of historical facts to Council column in the Inner West Courier.
<b>HP2</b> Hold a range of exciting workshops and promotional events using the resources and recent donations to engage the community, generate interest and celebrate Marrickville's history.	Recent donations received in the History Centre have been catalogued. An event to acknowledge the donors will be held in November 2004.  Participation in Local Government Week activities in August 2004 and History Week in September 2004.	Event held to commemorate Remembrance day on 11 November 2004, attended by 19 people from a range of organisations, including RSL and schools. A display of material from the History Collection formed part of the event.
<b>HP3</b> Conserve the History Collection by microfilming or where appropriate, placing on CD Rom and Council's website, at risk or fragile material so the community can have better access to this material.	At risk/fragile material is being identified for copying. Pictures database is being catalogued, scanned, and placed onto Council's website. This is an ongoing project.	At risk/fragile material in the ephemera collection has now been placed in archival boxes and rehoused.
<b>HP4</b> Develop partnerships with local organisations eg schools, community groups, sporting organisations, churches to record their history.	All schools, churches and sporting organisations, as listed in the Community Information Directory, have been contacted to provide material for History collection. To date most have responded by sending representatives to view and discuss the History/Archive Centre. Documentation is then sought for the collection.	Historical information provided to Marrickville Bowling Club for the publication of their 100 <sup>th</sup> anniversary pamphlet. The pamphlet will be published by the Marrickville Bowling Club in February 2005 and copies will be obtained for the History Centre.
<b>HP5</b> Develop a series of fact sheets on the diverse cultural history of Marrickville's key communities.	Project commenced with collection of material relating to Greek, Arabic, Chinese, Vietnamese & Portuguese communities. Consultation has also occurred with Cultural Diversity Community Development Worker.	Fact sheets under preparation. The Greek history fact sheet will be completed in early 2005 and is proposed to host a display of relevant Greek historical matter to launch the fact sheet.

**GM 9 - SECOND QUARTERLY REPORT ON 2004-2005 MANAGEMENT  
PLAN  
For Decision**

<b>PERFORMANCE MEASURES</b>	<b>FIRST QUARTER</b>	<b>SECOND QUARTER</b>
Increase in the number of users of the service.	There were 66 visits to the History Centre this quarter.	There were 35 visits to the History Centre this quarter.
Increase in the number of enquiries and requests handled by the History Program.	There were 208 enquiries by telephone, email and correspondence this quarter. 21 of the enquiries came from interstate and overseas.  In the previous year the following number of queries were made:  1st Quarter: 455 enquiries 2nd Quarter: 182 enquiries 3rd Quarter: 131 enquiries 4th Quarter: 199 enquiries	There were 287 enquiries by telephone, email and correspondence this quarter.  3 of the enquiries came from interstate and overseas.  This represents a 38% increase over same quarter in 2003/2004.
Increase in the number of donations to the History Collection.	Eight donors provided material. Donations range from a single photograph to family histories and realia eg pottery.	Two donors provided material One was a biography of Harry Morton, Mayor of Marrickville in the 1930s and 1930s.
Evidence of initiatives to engage the community through events/exhibitions/ activities.	Tours of Petersham Town Hall held in Local Government Week, August 7-10 2004.  History Week, 11 September 2004 to 17 September 2004 was celebrated with an exhibition on Marrickville Brickyards.  Two school visits: Dulwich Hill Primary School 3 June 2004 and Marrickville West Primary School on 18 August 2004 and two talks to community organisations: Disabled Chinese Persons Group on 25 August 2004 and University of the Third Age on 2 September 2004. There were approximately 450 participants at these talks	Remembrance day event on 11 November 2004.  Visit to Presbyterian Ladies College 5 December 2004 followed by tour of Marrickville Road. Over 150 students and teachers participated.  Two history walks along Marrickville Road were undertaken for the Historic Houses Trust on Sunday 14 November 2004 and Sunday 29 November 2004. There were 30 participants on each walk and consisted of both local and non local residents.
Availability of up to date policies guiding collection development and acquisitions.	Draft Collection Development Policy prepared.	Report on the Draft policy to be submitted to March 2005 Community Services Committee meeting.

*Council Meeting - 01/05 - 15 February, 2005*

***GM 9 - SECOND QUARTERLY REPORT ON 2004-2005 MANAGEMENT  
PLAN  
For Decision***

# **Marrickville's Built Environment**

**GM 9 - SECOND QUARTERLY REPORT ON 2004-2005 MANAGEMENT  
PLAN  
For Decision**

# Planning Services

<b>SERVICE IMPROVEMENTS</b>	<b>FIRST QUARTER</b>	<b>SECOND QUARTER</b>
<b>PS1</b> Provide input and support to Council's strategic planning processes , including up-to-date analysis on key issues such as economic and industrial development, tourism, transport, housing and sustainable development	The Manager Planning Services has participated in the Strategic Plan Steering Committee and in the initial Councillors Conferences.	Further participation in Councillor Conferences and meetings on the Strategic Plan.
<b>PS2</b> Establish a monitoring and reporting system to evaluate the effectiveness of Council's main planning controls, and to initiate any processes required to rectify gaps in service delivery.	A pilot project is planned to coincide with the next new policy document process (likely to be the Waste or Access DCP) in the later part of 2004.	The new Draft Waste DCP was endorsed by Council in November, 2004. The Planning Services Section is currently liaising with the Corporate Development Section to determine an appropriate form of community consultation and feedback for the upcoming public exhibition of the DCP.
<b>PS3</b> Develop a series of preferred planning mechanisms to create a greater supply of affordable housing in the Marrickville LGA for Council's consideration.	The Manager Planning Services has continued to work with Council's Community Development Section and participated in the LGHIP Inner East Regional strategy team on a series of affordable housing initiatives. A report on the progress of this strategy process in being submitted to Council in October.	Continued participation with CD Team in the LGHIP Inner East Regional Strategy Team. Currently investigating preferred financial mechanisms for SEPP 10 developer contributions. A report will be submitted to the March, 2005 DES Committee or Council Meeting.
<b>PS4</b> Ensure Council is well up to speed on major trends and issues affecting the development of the Sydney metropolitan area and fully understands their implications for the Marrickville area	Planning Services officers have been participating in a series of workshops and briefings and regularly reporting to Council on major emerging strategic projects such as the State Government's Metro Strategy and Parramatta Road Strategy. The officers have also completed the annual statistical review for the Metropolitan Urban Development Program 2003/04 which compiles information of completed and projected residential developments in the Marrickville LGA, and feeds into a broader DIPNR statistical analysis.	Continued participation in the State Government's Metro Strategy and Parramatta Road projects. Regular attendance at meetings and forums, reports to Council and the co-management with Leichhardt Council of an urban design study consultancy for Sector 1 of the Parramatta Road project.

**GM 9 - SECOND QUARTERLY REPORT ON 2004-2005 MANAGEMENT  
PLAN  
For Decision**

<p><b>PS5</b> Develop an integrated transport strategy that coordinates all forms of road and rail transport, encourages alternatives to car use and reduces heavy traffic on local roads</p>	<p>Work on the strategy is expected to coincide with the commencement of a new Transport Planner. Interviews have been conducted for the position, and an appointment of a preferred applicant is expected in early October.</p>	<p>A new Transport Planner was appointed and commenced in the Planning Services Section on 22 November. He has a KRA to commence investigations for the new Strategy, and to submit an initial discussion paper to Council in early 2005.</p>
-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

<b>PERFORMANCE MEASURES</b>	<b>SECOND QUARTER</b>	<b>SECOND QUARTER</b>
<p>Availability of plans to guide Council decision-making</p>	<p>A new Section 94 Contributions Plan was released on 1 July, 2004. Planning Services officers have also been working with the Corporate Services Division to provide a new electronic accounting system for the new Plan. The new system is expected to go live in October/November.</p>	<p>The new Section 94 Plan electronic accounting system went live in November. Further refinement of the system is being carried out with PS input and guidance. A revised Draft Brothels DCP was placed on public exhibition in November, and will be reported back to Council in early 2005.</p>
<p>Evidence of the incorporation of equity, access and environmental sustainability principles into planning processes</p>	<p>The Planning Services Section has co-ordinated the policy preparation and implementation procedures for the introduction of BASIX in July, 2004. The Section is also currently co-ordinating a series of inter-Divisional teams for the review of major policy documents on Equity of Access Mobility, Waste and Landscaping.</p>	<p>A new Draft Waste DCP was endorsed by Council for public exhibition in December. PS officers are also guiding Council on the staged implementation of BASIX. The program for new residential flat buildings will commence in February, 2005.</p>
<p>Number and quality of initiatives to increase the level of community involvement in land-use planning</p>	<p>The Section is co-ordinating a major reorganisation of Council's web site to facilitate a clearer path of access to the planning policy documents. The formatting and presentation of the documents have also been updated, to enable greater opportunity for access and downloads for the public.</p>	<p>A number of major public exhibitions and information articles have been posted on Council's web site by PS staff, including the revised Brothels DCP, new aircraft noise impact controls, and improved information relating to the activities of Council's Heritage Promotions Committee.</p>

**GM 9 - SECOND QUARTERLY REPORT ON 2004-2005 MANAGEMENT  
PLAN  
For Decision**

# Development Assessment

<b>SERVICE IMPROVEMENTS</b>	<b>FIRST QUARTER</b>	<b>SECOND QUARTER</b>
<b>AP1</b> Review the issuing of construction certificates to ensure citizens receive an expeditious, high quality service.	Initial discussions commenced. Appointment of staff member to recently approved Senior Building Surveyor position in next quarter will assist with progression of this project next quarter.	Senior Building Surveyor has been appointed and briefed on the project. Work on reviewing checklists and standard documents has commenced.
<b>AP2</b> Introduce and promote new energy efficiency and water conservation standards for Council's development assessment process to enhance the environmental performance of new buildings, alterations and additions	The State Government's new BASIX system came into effect from July for new single dwellings. Approvals staff attended training coordinated by Planning Services. A new assessment checklist and standard conditions of consent have been implemented.	Implementation of BASIX is being monitored and assessment/determination processes for single dwellings are now established and operating satisfactorily. Introduction of next phase for multi-unit housing has been delayed from February 2005 until July by DIPNR.
<b>AP3</b> Review Council's Exempt and Complying Development Control Plan in conjunction with Planning Services to increase the range of minor developments that can be undertaken without the need for full development approval, whilst maintaining appropriate safeguards to protect amenity and the quality of the built environment.	Examples of problems and suggestions for the review are being collected. The formal review process has not been initiated by Planning Services to date.	The formal review process has not been initiated by Planning Services to date. Discussions with Team Leaders and accumulation of examples and issues are ongoing. Initiation of a broader process within the section will occur next quarter.



**GM 9 - SECOND QUARTERLY REPORT ON 2004-2005 MANAGEMENT  
PLAN  
For Decision**

<p><b>AP4</b> Implement the next stage of recommendations from the 2001 Approvals Review to continue streamlining Council's development assessment function.</p>	<p>Work in this area is ongoing. Further progress has been made on the rebuilding of Proclaim in partnership with Information Systems. Standard conditions of consent for single dwellings have been reviewed in consultation with Monitoring Services. Approval has been obtained for three positions to be upgraded to 'senior' positions.</p>	<p>Seniors have been appointed and their roles established. Aiming for 1 July start date for Proclaim rebuild - work on this has progressed significantly with assistance from external consultant. Name of section has been officially changed to Development Assessment. Changes to the duty officer service are under trial, including the use of cordless phones.</p>
------------------------------------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

<b>PERFORMANCE MEASURES</b>	<b>FIRST QUARTER</b>	<b>SECOND QUARTER</b>
<p>Improvements in median processing times</p>	<p>The median time compared to the same quarter last year improved by 2 days</p>	<p>The median determination time was higher than for the same quarter last year due to a higher number of older applications being determined. This is expected to be a short term aberration resulting from the positive trend of the number of older applications being reduced.</p>
<p>Decrease in number of applications outstanding</p>	<p>Number of applications outstanding has increased in this quarter due to an influx caused by BASIX and Council's new s.94 contributions plan. A vacant Building Surveyor position is also proving difficult to fill.</p>	<p>The number of DAs outstanding at the end of the quarter was below 200 (198) for the first time in more than 5 years. This has been achieved through a combination of fewer applications being received, staff stability and team performance.</p>
<p>Increase in citizen satisfaction with service</p>	<p>Council's citizen satisfaction survey has not been undertaken.</p>	<p>Council's citizen satisfaction survey has not been undertaken.</p>

**GM 9 - SECOND QUARTERLY REPORT ON 2004-2005 MANAGEMENT  
PLAN  
For Decision**

**NUMBER OF APPLICATIONS RECEIVED  
IN DECEMBER QUARTER 2003 AND 2004 BY APPLICATION TYPE**

	<b>Development Applications</b>	<b>Construction Certificates</b>	<b>Complying Development Certificates</b>	<b>TOTAL</b>
<b>2003</b>	224	170	6	400
<b>2004</b>	159	124	1	284

**NUMBER OF APPLICATIONS DETERMINED  
IN DECEMBER QUARTER 2003 AND 2004 BY APPLICATION TYPE**

	<b>Development Applications</b>	<b>Construction Certificates</b>	<b>Complying Development Certificates</b>	<b>TOTAL</b>
<b>2003</b>	202	122	5	329
<b>2004</b>	213	109	2	324

**MEDIAN PROCESSING TIMES IN CALENDAR DAYS OF APPLICATIONS  
DETERMINED IN DECEMBER QUARTER 2003 AND 2004 BY APPLICATION TYPE**

	<b>Development Applications</b>
<b>2003</b>	56
<b>2004</b>	63

**GM 9 - SECOND QUARTERLY REPORT ON 2004-2005 MANAGEMENT  
PLAN  
For Decision**

# Monitoring Services

<b>SERVICE IMPROVEMENTS</b>	<b>FIRST QUARTER</b>	<b>SECOND QUARTER</b>
<b>MO1</b> Audit and educate the operators of high risk health premises, such as food premises and premises with cooling towers, to assist them in meeting industry best practice.	Inspection of food premises has commenced. At this stage the focus is identifying food premises operating within the municipality and ensuring compliance with food safety standards.	Continuing with food premise focus. Officer training for inspection of cooling towers scheduled for next quarter.
<b>MO2</b> Increase levels of food safety awareness in the business community through targeted education programs.	Food operators are being made aware of food safety requirements as part of the inspection procedure.	Food operators are being made aware of food safety requirements as part of the inspection procedure.
<b>MO3</b> Improve fire safety standards for shared accommodation premises to ensure they are operating in accordance with industry best practice whilst ensuring their ongoing commercial viability.	The inspection of boarding houses has commenced. Discussions with the NSW Fire Brigades are continuing to ensure a common approach. Inspection reports are being developed to provide immediate information (upgrade requirements) to the operators of boarding houses.	Inspection program continues. Discussions with the NSW Fire Brigade have stalled due to a recent re-structure.
<b>MO4</b> Provide cleaner waterways through on-site education of development site operators of the need to install and maintain sediment and erosion controls.	Pro-active program being finalised. Program launch proposed for November 04. Continuing to provide education to development sites on a needs basis.	Education information being trialled. Program launch delayed. Continuing to provide education to development sites on a needs basis.
<b>MO5</b> Educate pet owners on the benefits of responsible animal ownership through a series of information / educational initiatives.	The first initiative is underway targeting parks with a recently developed information sheet. Rangers are approaching all park users to discuss animal issues.  The second initiative was Rangers talking with animal owners at Marrickville Festival.	The first initiative continues. The third initiative is being organised for the Australia Day festival.

**GM 9 - SECOND QUARTERLY REPORT ON 2004-2005 MANAGEMENT  
PLAN  
For Decision**

<b>PERFORMANCE MEASURES</b>	<b>FIRST QUARTER</b>	<b>SECOND QUARTER</b>
Successful completion of a program for assessing standards of food safety at high risk health premises	Liaising with NSW Food Authority in establishing the requirements for food premises which are classified as high risk, including the creation of food safety plans.	The assessment program for high risk premises is 30% complete.
Successful completion of a program for assessing fire safety at places of shared accommodation that are at high risk	Inspections have disclosed that premises are not participating in the fire safety grant offered by the Dept Housing and that a rigorous inspection programme is required to ensure that premises are made safe in a prompt manner.	The assessment program for high risk premises has commenced.
Level and quality of initiatives to increase food safety awareness.	Data collected as part of the food premises inspection program will be used to develop appropriate food safety awareness strategies.	Data collection continues.
Level and quality of initiatives to promote responsible pet awareness	<p>The park program has been running for one month. Council Rangers have visited 7 major (dog use) parks and spoken with 62 dog owners. 40% of the dogs were either not chipped or not registered.</p> <p>Council's Citizen service has received 10 inquires from owners who were approached in the parks to register their dog.</p> <p>At Marrickville Festival, four Rangers attended and discussed responsible pet ownership with 300 dog owners (150 with dogs at the festival). Information sheets were handed to reinforce Council's message.</p>	No new initiatives implemented. Planning for the Australia day festival and continuation of the park program.

**GM 9 - SECOND QUARTERLY REPORT ON 2004-2005 MANAGEMENT  
PLAN  
For Decision**

# Engineering Services

<b>SERVICE IMPROVEMENTS</b>	<b>FIRST QUARTER</b>	<b>SECOND QUARTER</b>
<b>EN1</b> Enhance the look of Marrickville's shopping strips, including improved paving, landscaping and street furniture in South King Street and further works at the western end of Petersham shopping centre.	Council has made substantial progress on the streetscape enhancement works in Enmore Road. Designs are in hand for the artwork and paving at the Enmore Theatre. Work has commenced on Stage 2 of the Petersham works.	Construction at the Enmore Theatre is to be completed by June 2005. Works in the Petersham shopping centre are substantially completed.
<b>EN2</b> Improve Council's asset management practices through the implementation of a new asset management system for civil assets.	Implementation of the new system has commenced and is expected to be substantially completed this financial year.	Implementation continuing.
<b>EN3</b> Extend Council's program for the reconstruction and resurfacing of local and regional roads including the replacement of damaged road surfaces in Illawarra Road, Alice Street and on ten other local roads.	Resurfacing has been completed in Seaview Street, Clargo Street, Myrtle Street, Middleton Street, Wicks Avenue and Ewart Street. Regional Road REPAIR Program works are to commence at the end of September.	The 2004/2005 Local Roads Resurfacing Program has been completed. Regional Road REPAIR Program works are complete in Illawarra Road and the first stage of Alice Street.
<b>EN4</b> Extend Council's program for the reconstruction and resurfacing of local lanes using additional funds available under the Roads to Recovery Program and through Council funded programs.	Resurfacing completed in Myrtle Lane (West).	Resurfacing completed in Myrtle Lane (West).
<b>EN5</b> Improve public access and reduce sedimentation in the stormwater system by acquiring the "lane" between 90 and 92 Station Street, Newtown and providing an all weather surface along with interception of stormwater.	Survey information is being obtained and property searches are underway.	Design is underway.
<b>EN6</b> Ensure the long term viability and quality of Council's footpath network by replacing damaged footpaths in nine local streets, continuing the Heritage Brick Footpaths program and improving pedestrian access and mobility around Sydenham Road.	Replacement of Damaged footpaths has been commenced in Oxford Street, Petersham and Abergeldie Street, Dulwich Hill.	10% of the Heritage Brick Footpath Program is complete. 25% of the Accessible Footpaths Program is complete.

**GM 9 - SECOND QUARTERLY REPORT ON 2004-2005 MANAGEMENT PLAN**  
*For Decision*

<p><b>EN7</b> Improve stormwater management in Marrickville through continuing the upgrade to the drainage systems in Marrickville shopping centre and works in Beach Road and Manchester Street, Dulwich Hill.</p>	<p>Drainage extension work is underway in Marrickville shopping centre.</p>	<p>Marrickville Road Drainage is complete. Work commenced in Manchester Street.</p>
<p><b>EN8</b> Improve safety for drivers, cyclists and pedestrians through a variety of traffic works and implement priority initiatives within the Road Safety Strategic Plan .</p>	<p>Edgware Road regional road traffic calming works have been designed and comments from the Bicycle User Group incorporated. Design work for other traffic facilities works is progressing.</p>	<p>Works scheduled to commence in March 2005. Design completed for improvements to Dulwich Street/ New Canterbury Road intersection.</p>
<p><b>EN9</b> Improve the "look" of local streets by extending the number and duration of floral displays in streets and providing additional resources for improved maintenance of gardens around traffic facilities.</p>	<p>Commenced implementation.</p>	<p>Implementation continuing.</p>
<p><b>EN10</b> Encourage healthy lifestyles and reduce traffic volumes through improved facilities for cyclists, including stage 1 of works along the Cooks River Cycleway, further efforts to establish the Greenway Route from Cooks River to Iron Cove and other enhancements to the on-road bicycle network.</p>	<p>Design of new cycleway in Holbeach Avenue has been completed. Ashfield and Marrickville Councils have been awarded a Sharing Sydney harbour Access program grant for cycleway improvements in Old Canterbury Rd, Longport Street and Cadigal Reserve (Ashfield Council).</p>	<p>Designs underway for bicycle/ pedestrian refuges in Longport Street and Old Canterbury Road. Holbeach Ave cycleway is scheduled for completion in June 2005.</p>
<p><b>EN11</b> Improve the amenity and safety of residents through enhancements to the Local Area Traffic Management (LATM) Schemes in Tempe, Newington Road, Newtown and Henson.</p>	<p>Consultation and design of proposed improvements is underway.</p>	<p>Designs have been completed. Works have commenced in the Tempe LATM Area.</p>
<p><b>EN12</b> Improve the street lighting network focussing on the development of new service standards, improving the visibility of pedestrian crossing facilities and implementing a range of improvements in parts of Stanmore, Enmore and East Marrickville.</p>	<p>Continuing to work with the SSROC Street Lighting Improvement Program. Street lighting upgrades being identified in Enmore, Stanmore South and East Marrickville.</p>	<p>Trial of Metal Halide Lamps in Enmore Road, Newtown/ Enmore has been approved by Energy Australia to commence in January 2005.</p>
<p><b>EN13</b> Work with citizens to review and extend the bicycle plan for Marrickville and investigate options for attracting additional grant funding for new projects</p>	<p>A draft brief for a new Bicycle Plan has been prepared and is being reviewed by the Marrickville Bicycle User Group.</p>	<p>Planning continues.</p>

**GM 9 - SECOND QUARTERLY REPORT ON 2004-2005 MANAGEMENT  
PLAN  
For Decision**

<b>PERFORMANCE MEASURES</b>	<b>FIRST QUARTER</b>	<b>SECOND QUARTER</b>
Extent of works to improve amenity of local retail and industrial areas	Works are 75% complete in Enmore Road and 10% complete in Petersham.	Works are 80% complete in Enmore Road and 90% complete in Petersham.
Extent of works to improve environmental health	Drainage improvement works are 70% complete in Marrickville shopping centre. Stormwater pits cleaning program is 25% complete.	Drainage improvement works are 100% complete in Marrickville shopping centre. Stormwater pits cleaning program is 50% complete.
Extent of works to enhance safety and accessibility of infrastructure <ul style="list-style-type: none"> <li>• km of roads reconstructed and footpaths upgraded</li> <li>• no. of new kerb ramps</li> <li>• no. of new / upgraded street lights <ul style="list-style-type: none"> <li>• no. of stormwater drainage system improvements</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• 2.66 km of roads</li> <li>• 0.14 km of footpaths</li> <li>• 0 new kerb ramps</li> <li>• 0 new / upgraded street lights</li> <li>• 0.7 stormwater drainage system improvements</li> </ul>	<ul style="list-style-type: none"> <li>• 4.63 km of roads</li> <li>• 0.24 km of footpaths</li> <li>• 9 new kerb ramps</li> <li>• 7 new / upgraded street lights</li> <li>• 1.1 stormwater drainage system improvements</li> </ul>

**GM 9 - SECOND QUARTERLY REPORT ON 2004-2005 MANAGEMENT  
PLAN  
For Decision**

# Property Services

<b>SERVICE IMPROVEMENTS</b>	<b>FIRST QUARTER</b>	<b>SECOND QUARTER</b>
<b>PR1</b> Educate and encourage people in apartments and high rise dwellings across the local area in the principles of reduce/reuse/recycle and use of Council's Waste services.	MUD education program ongoing, delivered by temporary Waste Audit Officer. "Waste Watchers" school education program has been booked with Keep Australia Beautiful for April 2005.	MUD education program ongoing, delivered by temporary Waste Audit Officer. New recycling service brochures delivered and bus advertising implemented as part of SSROC recycling contractor commitment.
<b>PR2</b> Working with SSROC, identify options for long term waste disposal using alternative technologies and implement waste management strategies in accordance with the NSW Waste Strategy.	Draft Alternative Waste Technology (AWT) tender documents being prepared, probity officer engaged for Stage 1 of the project. Tender proposed to be advertised in mid October 2004.	As part of the SSROC long term AWT strategy, the interim regional waste disposal tender has been evaluated with the final decision pending the ACCC determination due in February 2005.
<b>PR3</b> Progress remediation works at Tempe Lands, including construction of the leachate wall, the sale of land and the preparation of sites for temporary uses.	Construction of the Leachate cut-off wall completed in August 2004. Leachate drain collection system currently being installed. Civil Works progressing with bulky earth works, retaining walls and drainage works nearing completion. Contracts for landscaping and utility services works awarded. Golf Driving Range lease approved.	Leachate Treatment Plant completed and operating producing good clean water. Utility Works progressing and nearing completion. Civil Works progressing with the Retaining walls completed. Landscaping works underway. S96 GDR application approved and contracts (lighting, netting and buildings) for GDR works awarded.
<b>PR4</b> Implement Council's car parking strategy including proposals for the redevelopment of Calvert Street Car Park and the installation of new lighting in Seaview St Car park to enhance the safety and the look of the area.	Redevelopment Options for Calvert Street not advanced in this quarter. Design for Lighting upgrade at the Seaview street car parks (north and south) completed. Quotations for the lighting installation to be invited mid October 2004.	Investigation into redevelopment options for Calvert Street Car Park not advanced in this quarter. Contract for the Lighting upgrade in Seaview Street (North) car park awarded with works scheduled to commence in the 3rd quarter.



**GM 9 - SECOND QUARTERLY REPORT ON 2004-2005 MANAGEMENT  
PLAN  
For Decision**

<b>PR5</b> Investigate options for the development of a new Civic Library and new Civic Facilities in Marrickville.	Investigation not advanced in this quarter.	Preliminary budget estimates for a range of development options and property valuations obtained in this quarter.
<b>PR6</b> Further develop Council's strategies for reducing illegal dumping, including further targeted education programs, appropriate signage, the installation of surveillance cameras at dumping hotspots and random patrols.	Surveillance camera installed in Murray St, Marrickville for 6 months evaluation. Education information on illegal dumping locations, as identified, are ongoing	Education information on illegal dumping locations, as identified, are ongoing.

<b>PERFORMANCE MEASURES</b>	<b>FIRST QUARTER</b>	<b>SECOND QUARTER</b>
Increased tonnages of domestic recyclables diverted from landfill.	Domestic recyclables have increased by 97.1 tonnes (4.9%) for the same period last year	Domestic recyclables have increased by 164 tonnes (7.7%) for the same period last year
Increased tonnages of domestic green waste diverted from landfill.	Domestic green waste has increased by 177 tonnes (97.2%) for the same period last year	Domestic green waste has increased by 241 tonnes (64.1%) for the same period last year
Decreased tonnage of domestic putrescible waste per head of population per annum	Domestic waste has decreased by 211 tonnes (5.2%) for the same period last year	Domestic waste has decreased by 33 tonnes (2.2%) for the same period last year
Improved commercial return	The budget figure of \$1.2 million will be exceeded in 04/05. Leases now arranged will provide for a further 50% increase in 05/06.	Income target of \$1.2 million expected to be exceeded for the 04/05 financial year.

*Council Meeting - 01/05 - 15 February, 2005*

***GM 9 - SECOND QUARTERLY REPORT ON 2004-2005 MANAGEMENT  
PLAN  
For Decision***

# Marrickville's Natural Environment

**GM 9 - SECOND QUARTERLY REPORT ON 2004-2005 MANAGEMENT  
PLAN  
For Decision**

# Environmental Services

<b>SERVICE IMPROVEMENTS</b>	<b>FIRST QUARTER</b>	<b>SECOND QUARTER</b>
<p><b>EV1</b> Work to enhance the value of the Cooks River to the Marrickville community through riverbank restoration works at Kendrick Park, new and better looking signage along the foreshores and measures to map biodiversity and benchmark ecological performance along the River.</p>	<p>Draft brief for Riverbank works completed and waiting on responses from consultants Council has been successful with 2 grant applications to state government for biodiversity mapping (terrestrial) 2year project and ecological testing (estuarine) 1 year project of Cooks River. Initial stakeholder meetings for both projects have been held.</p>	<p>Riverbank works submissions have been received and a consultant appointed to the project. A brief and Job description for the Biodiversity mapping are being drafted. The River Science Ecological Monitoring program has been successfully established. A consultant is engaged in a full scientific literature research of the river. A draft consultancy brief is being developed after deciding on appropriate ecological indicators.</p>
<p><b>EV2</b> Establish data systems and benchmarks under the Local Action 21 Plan for measuring biodiversity, water, waste and air quality and to track the effectiveness of Council's Environment Assessment of Industry and Schools Educational programs.</p>	<p>Benchmarks for indicators have been revised to enable more frequent and appropriate monitoring of progress towards the long term Local Action 21 goals. These will be reported through the comprehensive State of Environment Report in November 2004.</p>	<p>Data bases have been created for the school education program and for Gross pollution Traps operated by Council. DEC will be introducing a new data source for air quality which will assist with monitoring any improvements in the Marrickville LGA. The Environment Means Business environmental assessment program of Alexandra Canal was completed with 113 businesses participating and a new system of monitoring has assisted in assessing the effectiveness of the program and approaches. A final report on the 2004 program is being drafted.</p>
<p><b>EV3</b> Seek opportunities to implement the findings of the UNSW Research project into stormwater management through new and creative approaches, including options for community programs and infrastructure works</p>	<p>USWIM project phase 2 coming to an end with detailed modelling on urban water management practices finished. Presentation to Council staff due on 15 October. Planning for Phase 3 with DIPNR grant underway.</p>	<p>Initial planning complete for the next phase of the USWIM project - community engagement and participation to be conducted throughout 2005.</p>

**GM 9 - SECOND QUARTERLY REPORT ON 2004-2005 MANAGEMENT PLAN**  
*For Decision*

<p><b>EV4</b> Implement the next stage of Council's Environmental Management Program focusing on water conservation, energy savings and resource recovery projects and deliver training programs for Council staff on ESD and environmental pollution.</p>	<p>A draft Water Conservation Action Plan has been developed in consultation with the Resource Management Team. Council joined the Local Government Buy Recycled Alliance a LGSA program that assists Council purchase recycled content products. Training for 12 Business Unit staff on Pollution Spills and Administration staff on worm farming has been delivered.</p>	<p>EMS training has been incorporated into the Learning and Development program. The Water Conservation Action Plan has been merged with the existing Water Action Plan and draft is ready for internal review.</p>
<p><b>EV5</b> Develop an Environmental Volunteers program for all volunteer projects across Environmental Services to ensure that volunteers' goodwill is properly directed towards current projects and that they in turn are adequately trained and supported by Council.</p>	<p>A volunteer information session has been developed and trialled, with a recruitment of approx 16 new volunteers from 2 sessions. Training for volunteers has been offered for weed identification, facilitation skills and attendance at 2 regional workshops. Hats for outdoor volunteers have been ordered.</p>	<p>A Volunteer Christmas Party was held for all volunteers. Hats were distributed to all volunteers. A new training program for 2005 is currently being drafted and will coincide with volunteer recruitment schedule.</p>
<p><b>EV6</b> In cooperation with SSROC, local schools, businesses and industry, identify alternate transport solutions within Marrickville to reduce greenhouse gas emissions, air pollution, increase road safety and public health</p>	<p>An internal transport study has been developed and conducted to establish vehicle use and identify alternative transport options for Council staff. The second stage of this has invited staff to complete travel diaries to assist them with reducing greenhouse gases resulting from their travel behaviours.</p>	<p>A report for Senior Staff is being compiled on the results of the travel study within Council.</p>
<p><b>EV7</b> Build upon the efforts of the Watershed to promote good stormwater practices amongst businesses in the Newtown area by working to establish the Watershed as a 'sustainability centre'.</p>	<p>Focussing on community education and a dynamic volunteer educator project, The Watershed is well established as a Sustainability Resource Centre. Between 01/07/04 – 31/08/04 the shopfront has received 588 visitors; supported 18 active volunteers contributing 222 hours of labour worth \$4440; hosted 10 workshops for 85 people; and developed 4 small business partnership projects engaging at least 70 local businesses in sustainability.</p>	<p>In this quarter The Watershed has engaged a Sustainability Education Officer under a DEC grant, improving the quality of community access to the shopfront and expanding the Urban Sustainability Workshop Series. The period 01/09/04 – 30/11/04 saw 943 visitors to the shopfront and 170 people participate in workshops. Volunteers donated 410.5 hours of time to business, community and general projects.</p>

**GM 9 - SECOND QUARTERLY REPORT ON 2004-2005 MANAGEMENT PLAN**  
*For Decision*

<p><b>EV8</b> Extend the Watershed 'Bagbusters' program to develop a national best practice model for plastic bag waste education and avoidance.</p>	<p>Distributed materials and offered assistance to almost 50 local businesses to overcome significant obstacles to the transition away from plastic bags. 12 partnerships are in development with targeted high-usage businesses including express supermarkets and convenience stores.</p>	<p>Bagbusters team members continue to distribute resources to local small business. Watershed staff have liaised with Marrickville and City of Sydney staff to assist in developing plastic bag strategies across Councils. In December 2004 a major evaluation of the project was instigated, along with project planning training for volunteers.</p>
<p><b>EV9</b> Identify options for dealing with rubbish and debris in the Cooks River, including physical removal, to complement longer term strategies for promoting responsible stormwater management practices</p>	<p>The Cooks River Clean Up Program, now known as the "CREW" (Cooks River Environment Workers) program has been initiated through CRFWG (MOU signed).</p>	<p>CREW was launched in October 2004 and volunteers began collecting rubbish along the foreshore of the Cooks River.</p>

<b>PERFORMANCE MEASURES</b>	<b>FIRST QUARTER</b>	<b>SECOND QUARTER</b>
<p>State of the Environment Report – update on the changes to the local environment and details of Council / community actions</p>	<p>The 2003-2004 State of the Environment report is being compiled at this stage. A template has been designed to simplify the collation of information.</p>	<p>The State of the Environment Report has been completed and submitted. An electronic copy is available on Council Website and hard copies have been sent to Libraries etc.</p>
<p>Evidence of actions completed under the Agenda 21 Strategy</p>	<p>The June Local Action 21 meetings identified a number of items as completed. These include: A3,A11,A16,A17,WR3, WR10. A number of items are part completed. Detailed update will follow and be included in the SoE report.</p>	<p>Actions in the LA 21 continue to be implemented. A number of actions for inclusion in the 2005/06 management plan have been identified.</p>

**GM 9 - SECOND QUARTERLY REPORT ON 2004-2005 MANAGEMENT  
PLAN  
For Decision**

# Parks & Reserves

<b>SERVICE IMPROVEMENTS</b>	<b>FIRST QUARTER</b>	<b>SECOND QUARTER</b>
<b>PK1</b> Plan for the development of parks within the local area as a resource for families, groups and individuals, including the examination of ways to properly manage dogs in parks, provide adequate and accessible toilet facilities and accommodate sporting group needs.	Parks & Reserves Strategic Plan currently being prepared which will include strategies for picnic and toilet facilities, sportsgrounds and dogs in parks. Expected that public consultation will occur during the first half of 2005.	Continued preparation of Parks & Reserves Strategic Plan. Expected that public consultation will occur during the first half of 2005.
<b>PK2</b> Implement the next phase of the Parks Improvement Program, including the establishment of a new park as part of the Tempe Lands redevelopment, landscaping works at Tempe Reserve, installation of a range of new play centres in parks and improved sports fields	Draft plan of management on public exhibition for 6 ha of Community Land at Tempe Lands. Council approval obtained for landscape contract at Tempe Lands. Further works at Tempe Reserve, including signage, tree planting, shade structures and furniture are being planned.	Tempe Lands landscaping construction commenced. Planning continuing for additional works at Tempe Reserve. Design commenced for Kendrick Park foreshore restoration works. Planning for sportsground reconstruction works at Steel and Mahony Parks well advanced.
<b>PK3</b> Develop detailed designs for improvement works in nine parks across the local area	Designs are currently being developed for a range of park upgrading works including playgrounds, urban plazas, neighbourhood and significant parks.	Mary Street Playground construction completed. Designs for Ness, Jarvie, Hoskins, Collyer, Marrickville and Steel Park playgrounds advanced.
<b>PK4</b> Implement the final year of accelerated street tree planting, to provide large scale advanced tree plantings in prominent streets and continuing infill plantings in residential areas.	Planting of approximately 700 street trees this planting season has been completed. Quantities have been reduced because of the dry conditions. A review of tree management issues is currently under way.	No planting undertaken in warmer months. Strategic review of street tree planting program being prepared.
<b>PK5</b> Institute a program to improve water storage and diversify irrigation water supply to assist Council in complying with compulsory water restrictions and enable continuing improvements to sportsgrounds.	A feasibility study is currently being undertaken into the options for sustainable use of groundwater to irrigate our sportsgrounds. If favourable results are obtained, a test bore may be sunk at the end of the year.	Feasibility study report received and reported to Council. Test borehole drilling at 2 sites currently being planned.

**GM 9 - SECOND QUARTERLY REPORT ON 2004-2005 MANAGEMENT  
PLAN  
For Decision**

<b>PK6</b> Erect a number of banner poles in Council parks to be used for the promotion of community events and activities.	Banner poles erected at Maundrell Park. Identification of additional locations being undertaken.	Planning of pole locations continuing.
<b>PK7</b> Subject to external funding, progress the implementation of the St Peters gateway project, involving an innovative water conservation design in the plaza in front of St Peters railway station	Concept design and costing have been prepared. Re-scoping of the project elements is required to achieve project objectives within budget and to allow for foreseeable adjacent development.	Review by Council in December. Decision to increase project budget deferred pending site inspection in January 2005.

<b>PERFORMANCE MEASURES</b>	<b>FIRST QUARTER</b>	<b>SECOND QUARTER</b>
Implementation of the 2004/2005 parks improvement program	Planning and design works have commenced.	Planning and design works continuing. Construction commenced at Tempe Lands.
Availability of plans of management for all community land, and evidence of actions to address those plans	Plans of management are available for our parks. A new Plan has been prepared for community land at Tempe Lands. The Arlington Recreation Reserve Plan is being updated. ..	PoMs available. New plans adopted for Arlington Reserve and Tempe Lands.
Success in obtaining sports and recreational grants for Marrickville	Grant application for landscape works at Tempe Lands submitted to DIPNR.	\$30k DIPNR Grant received for design of Kendrick Park river edge restoration works.

*Council Meeting - 01/05 - 15 February, 2005*

***GM 9 - SECOND QUARTERLY REPORT ON 2004-2005 MANAGEMENT  
PLAN  
For Decision***

# **Marrickville's Council**



**GM 9 - SECOND QUARTERLY REPORT ON 2004-2005 MANAGEMENT PLAN**  
**For Decision**

# Corporate Development

SERVICE IMPROVEMENTS	FIRST QUARTER	SECOND QUARTER
<p><b>CO1</b> Support the new Council in its strategic planning for Marrickville, including:</p> <ul style="list-style-type: none"> <li>• identification of inclusive consultation processes;</li> <li>• development of an appropriate planning model (eg city plan);</li> <li>• development of reporting system (eg quality of life research / quadruple bottom line indicators)</li> </ul>	<p>Organised (3) Councillor Conferences to develop:</p> <ul style="list-style-type: none"> <li>• an agreed planning model for Marrickville;</li> <li>• a draft <i>Strategic Futures</i> document;</li> <li>• a community consultation plan to gain citizen input into drafting the 2005-2006 Draft Management Plan.</li> </ul> <p>A further conference is planned for November to identify priorities for the 2005-2006 Draft Management Plan.</p>	<p>November Councillors' Planning Workshop held, followed by managers' workshop to identify strategies and propose projects for Draft 2005-2006 Management Plan.</p>
<p><b>CO2</b> Work with the Senior Staff team to strengthen Council's organisational culture and develop its capacity to deliver on its strategic directions.</p>	<p>Organised Council participation in a project by UTS to research innovation in local government. Started project with staff leadership group to identify ways of strengthening organisational culture and nurture innovation as a key Marrickville value.</p>	<p>Report on innovation considered by senior staff and decision made to continue workshops with staff on the Marrickville values.</p>
<p><b>CO3</b> Identify and implement seminal projects to promote active citizenship amongst Marrickville residents</p>	<p>Commenced project to extend work with primary schools to encourage active citizenship. The project is investigating the possibility of establishing a Kids Council, similar to the existing Youth Council.</p>	<p>Report on proposed Kid's Council prepared.</p>
<p><b>CO4</b> Extend initiatives to promote Marrickville's uniqueness as a diverse, vibrant and innovative community.</p>	<p>On hold until vacancies in Unit filled. However, the Unit continued to update Council website and notice boards, compiled a display for Local Government Week and promoted Council and the community at Bluett Awards and associated functions.</p>	<p>Website and notice boards updated regularly. Article prepared for 'Council in Profile' section of Local Agenda magazine.</p>

**GM 9 - SECOND QUARTERLY REPORT ON 2004-2005 MANAGEMENT PLAN**  
**For Decision**

<b>CO5</b> Carry forward and develop the Marrickville Leadership Program to enhance the capacity of key staff within the organisation below management level.	Implemented a targeted development program for participants in the staff leadership program. Organised August Forum and presentation on issue management. Launched corporate projects. Drafted agenda for (2 day) workshop in November.	Two day workshop conducted for leadership program participants, including presentations on corporate projects. Reports on innovation and mentoring projects considered by senior staff. Final 2005 leadership forum held in December.
<b>CO6</b> Further utilise and develop the Marrickville Citizens Panel to provide high quality quantitative and qualitative input into Council's planning processes	Invited Panel members to provide input on draft Management Plan. Conducted survey of Panel members to gain their input into improving Panel consultation processes. Commenced drive to refresh Panel and ensure its representativeness.	Letters sent to Vietnamese and Greek residents with a view to improve their representation on the Panel.
<b>CO7</b> Investigate the establishment of precinct committees as a means of providing inclusive and local representation of community interests and two way flow of information between citizens and Council	This study not scheduled to commence until next quarter. However, contact has been made with Kempsey Shire Council which has agreed to share the results of its research into the establishment and operation of Precinct Committees across NSW Councils.	Work commenced on Business Paper to Council on research into Precinct Committees.

<b>PERFORMANCE MEASURES</b>	<b>FIRST QUARTER</b>	<b>SECOND QUARTER</b>
Evidence of initiatives to increase community input into Council services and planning	A comprehensive community consultation process was implemented for the 2004-2005 Management Plan despite an extremely short time period as a result of Council elections. A report was provided to Council on follow up of issues raised by citizens.	A survey of over 250 citizens held in October to hear citizen views and ideas for the future of their area and community.
Availability of comprehensive information on Council directions and strategies	Produced brochure and wrote articles for Marrickville Matters to provide information on Council directions for 2004-2005.	Article to be written for February edition of Marrickville Matters.
Community access to information on Council performance	Quarterly report on performance against 2004-2005 Management Plan produced for October Council meeting.	Second quarterly report on performance against 2004-2005 Management Plan being produced for February Council meeting.

**GM 9 - SECOND QUARTERLY REPORT ON 2004-2005 MANAGEMENT  
PLAN  
For Decision**

# Finance

<b>SERVICE IMPROVEMENTS</b>	<b>FIRST QUARTER</b>	<b>SECOND QUARTER</b>
<b>FN1</b> Finalise the development of a financial plan for Council to assist in the effective forward planning of Council's service delivery and financial position.	Finance is currently preparing a Financial Plan to assist Council in gaining an understanding of trends in its future financial health. In addition this process will form the basis for building a model that meets Council's financing requirements in the future particularly across capital projects.	Councillor Conference held on 6 December 2005 outlining the financial model which demonstrated that Council is financially viable in the long term. Preliminary options presented on identified major projects. Report from Aquatic Centre review consultants requested on lower of cost options.
<b>FN2</b> Subsidise pensioners for 2004-2005 rate and DWM charge increases to avoid hardship and ensure that Marrickville remains a place for all people	A special voluntary Council rebate of \$54.70 per property was introduced in 2004/2005 for pensioners on the same basis as the Government rebate of \$250. This rebate was introduced to avoid hardship across Marrickville. The Commonwealth Centrelink system was implemented on 1 July 2004 to enable Council to assist pensioners to determine their entitlement to the Government rebate.	Complete

<b>PERFORMANCE MEASURES</b>	<b>FIRST QUARTER</b>	<b>SECOND QUARTER</b>
Provision of financial statements reporting success in meeting Council's budgetary objectives and including independent certification of accounts by Council's auditors	The 2003/2004 financial statements were submitted to the September 2004 Council meeting with an unqualified audit report.	Interim audit for 2005/2006 is scheduled for the 4 <sup>th</sup> quarter.

**GM 9 - SECOND QUARTERLY REPORT ON 2004-2005 MANAGEMENT PLAN**  
*For Decision*

# Information Systems

SERVICE IMPROVEMENTS	FIRST QUARTER	SECOND QUARTER
<p><b>IS1</b> Implement new and improved modules and increase the number of licences for Council's Property, Financial, Payroll, Library, Record Management and Citizen Request Management Systems to allow new and improved services and tighter integration between systems.</p>	<p>Council's record management system has been integrated with a two way link to the citizen request management system following the upgrade to Context.</p> <p>The majority of this quarter has been spent on developing a Section94 module in the property system. Next quarter this will be integrated to the financial system with an anticipated go live date of the end of October.</p>	<p>An additional 5 general user and 5 enquiry only licences were purchased for Council's Record Management System, Trim. A 15 user licence of Trapeze, a plan modelling tool integrating to Trim was purchased and will be implemented on key Technical Services and DES staff computers. Allocations module in Finance One was implemented. Advertising signs in development was implemented in the Property system. The Section 94 module was completed.</p>
<p><b>IS2</b> Increase the level of service provided by Council's 24 hour call centre through enhanced web enabled applications, with a particular emphasis on property and rating information.</p>	<p>A new web server has been acquired and set up on the DMZs. It is now exposed to the outside world. The Citrix gateway will be installed next quarter, providing CRMS to the remote call centre through a web interface. Quotations have been sought to increase the level of data available to remote call centre staff on the Property System, so that they will be in a position to provide added information to citizens calling the centre.</p>	<p>The Citrix gateway was implemented providing CRMS access to the remote call centre. Quotations were sought and subsequently an order has been placed to improve the data that will be accessible through the online property system, eProclaim. The enhancements include providing additional rating, valuation and applications information.</p>
<p><b>IS3</b> Enhance the provision of Council's spatial data to staff and citizens by deploying the next generation of products available under the MapInfo Access Program and then integrating these to corporate applications.</p>	<p>MapInfo Exponare Version 2 has been deployed in Beta. Training and overview sessions on the new product have commenced. The new product provides mapping facilities to all staff for the first time in a dynamic sense. Exponare will be integrated to the property system, replacing the static MapObjects package. The product will go live on the 5 October, making Marrickville Council the first Council in NSW to implement the product. MapInfo Public will be trialed in a Beta version next quarter.</p>	<p>Map Objects was turned off with the successful implementation of MapInfo's Exponare Enquiry which went live in October. Comprehensive training was provided to staff with follow up assistance being provided to staff on an on-going basis to assist in the transition to the new mapping system. Ten (10) new layers were added to Exponare in December. New enhancements including thematic mapping and new queries were also added to improve functionality and extend the use to more staff.</p>
<p><b>IS4</b> Support Council's key asset</p>	<p>InfoMaster AssetMasterV</p>	<p>Work has progressed to identify</p>

**GM 9 - SECOND QUARTERLY REPORT ON 2004-2005 MANAGEMENT  
PLAN  
For Decision**

<p>stakeholders in the selection, deployment and implementation of a civil, infrastructure and facilities asset management system which will improve the quality of data available and assist in the whole of life cycle planning for Council assets.</p>	<p>system was the successful solution selected following a comprehensive tender. A scoping document of key deliverables to be implemented was developed through workshopping with key stakeholders and the vendor. The Project Manager and the Design Engineer attended a conference workshop with the vendor and other councils to specify requirements for an advanced reporting module. Implementation of an asset register and the base system will commence in October.</p>	<p>the specific requirements of AssetMaster5 stakeholders/users. Council has been working closely with InfoMaster to finalise documentation of the Project Requirements. Analysis of various business processes have been undertaken, especially where the Business Units, Finance and Payroll are concerned. The system requirements are close to finalisation. The data hierarchy, essential for designing the database is complete and work to develop the asset register database will commence in early January.</p>
<p><b>IS5</b> Review and document Council's IT security measures to comply with AS/NZS17799 and the Information Technology Security Management for NSW Local Councils.</p>	<p>Draft Information Systems Security Management Procedures complying with AS7799 and the Information Technology Security Management for NSW Local Councils have been developed and are currently being reviewed by external security consultants. A Confidentiality Agreement has been developed and the Existing Email and Internet Usage Guidelines have been reviewed and will be submitted to senior staff for comment in October. The procedures are expected to be adopted and implemented next quarter.</p>	<p>The Draft Information Systems Security Management Procedures were reviewed by external security consultants and were ratified as complying with AS7799. The Procedures are now with Senior staff for consideration before being formally adopted and implemented.</p>

**GM 9 - SECOND QUARTERLY REPORT ON 2004-2005 MANAGEMENT  
PLAN  
For Decision**

<b>PERFORMANCE MEASURES</b>	<b>FIRST QUARTER</b>	<b>SECOND QUARTER</b>
Number system downtime hours and occurrences	System downtime during normal business hours was 3 hrs, 24 mins. This represents an improvement of 43 hours and 31 minutes on the previous quarter. Systems affected during the quarter include 2 hours and 30 minutes entire system downtime due to an electrical problem following the Chocolate Factory fire blackout in Marrickville, 18 minutes downtime of the finance server following an upgrade to a new server in a SAN environment and the remaining time due to reboots of the file print server.	System downtime during normal business hours was 12hrs, 14mins. 4 hours of downtime related to failure of a newly installed SAN. Council in conjunction with HP has since improved its DR procedures to provide automated shutdown from the UPS if power failures occur. 6 hours and 20 minutes related to the proxy server failing which interrupted Internet access for some users. Other occurrences were due to scheduled maintenance/upgrades which were not able to be done outside of normal business hours.
Number of requests processed using the Help Desk facility and Proclaim (GIS)	Information Systems processed 449 Help Desk and Proclaim requests during the quarter. These requests relate only to calls that were logged because they could not receive immediate attention.	Information Systems processed 459 Help Desk and Proclaim requests during the quarter. These requests relate only to calls that were logged because they could not receive immediate attention.
Number of Core Application Systems upgraded to a newer version or undergoing significant development within the quarter	Six (6) comprising the backup management system, property system, financial system, citizen request management system, record management system and asset management system.	Five (5) comprising record, property, financial, mapping and asset management systems.
Hardware acquired during the quarter is energy efficient, from a Tier1 vendor and considers OH&S related technology issues for end users	Fifty three (53) desktops, ten (10) printers, one (1) document scanner, twelve (12) servers, a SAN (Storage Area Network) and switches were acquired during the quarter from a Tier1 (HP) vendor. All computers came with energy efficient and ergonomic friendly TFT screens. Printers acquired have duplexing capabilities.	135 desktops (135), four (4) notebooks, two (2) servers, ten (10) printers and two (2) scanners were acquired during the quarter from Tier1 (HP and IBM) vendors. All desktops were installed with ergonomic friendly TFT monitors which consume approximately one third the power of the CRT monitors they replaced. Printers deployed all had duplexing capabilities.
Disaster recovery and security policies up to date and in place	Disaster Recovery Procedures are in place and are currently being updated following the implementation of a new backup management system and a fleet of new server equipment and the implementation of a SAN (Storage Area Network).	Disaster Recovery Procedures are in place and were revised to incorporate changed procedures following the implementation of the SAN and new backup software, HP DataProtector.

**GM 9 - SECOND QUARTERLY REPORT ON 2004-2005 MANAGEMENT PLAN**  
*For Decision*

# Administrative Services

SERVICE IMPROVEMENTS	FIRST QUARTER	SECOND QUARTER
<p><b>AS1</b> In consultation with key stakeholders investigate options for a new, improved Citizens Request Management System (CRMS) to better handle citizen requests and monitor Council's service delivery</p>	<p>Ongoing refinements have been made to the CRMS during the quarter to improve functionality, user interface and reporting functions. The assessment of longer term needs depends on the final build of the Asset Management System (AMS), and will only be able to be assessed when work on the AMS is further advanced.</p>	<p>Alternative CRM systems were sourced and previewed during November and a formal quotation process was commenced in December. A new CRM system will be deployed in the July to September quarter 2005, with development work being undertaken in the intervening period.</p>
<p><b>AS2</b> Develop and implement a program of improvements to the operations of the Citizens Service Centre, including:</p> <ul style="list-style-type: none"> <li>the issuing of Information Kits on Council services across the local area; and</li> <li>the extension of CSC services within Marrickville Library through appropriate training of library staff and providing access to information resources.</li> </ul>	<p>3 new citizen kits were completed during the quarter, covering neighbourhood disputes, new residents and waste management and recycling. These kits are available from the CSC at the Administration Building and at Council's libraries.</p> <p>Ongoing training and support for Library Citizens' Service staff has continued, with staff spending the equivalent of 3 days per week in the main CSC. The Library CS function was also promoted with flyers handed out at Marrickville Festival. The reverse side of the flyers was utilised to promote Council's language lines for non English speaking citizens.</p>	<p>Citizen kit project was completed in Quarter 1.</p> <p>Ongoing support has been provided to the library citizen service function in the form of staff rotation/training three days per week.</p>

**GM 9 - SECOND QUARTERLY REPORT ON 2004-2005 MANAGEMENT PLAN**  
*For Decision*

<p><b>AS3</b> Review the structure and content of Council's website to make access for citizens easier and simpler.</p>	<p>A range of improvements have been made to the website during the quarter, including:</p> <ul style="list-style-type: none"> <li>• a new look home page;</li> <li>• increased menu sizes to assist the vision impaired;</li> <li>• more user friendly navigation menus, which can expand and contract with user preferences;</li> <li>• a new search page;</li> <li>• a new menu for online services to facilitate quicker user navigation;</li> <li>• 'friendly' URLs; and</li> <li>• automatic rescaling to the user's screen size.</li> </ul>	<p>Improvements to the website this quarter include:</p> <ul style="list-style-type: none"> <li>○ FortyTwo content keeper upgrade</li> <li>○ Creation of a Business Paper archives</li> <li>○ Heritage and conservation promotions page</li> <li>○ Re-sequencing of housing and development section</li> <li>○ Updated park pages</li> </ul>
<p><b>AS4</b> Update Council's governance policies, including its delegations and Code of Conduct, to ensure there is transparency and accountability in Council practices.</p>	<p>Committee Delegations were reviewed to reflect the change in membership of Council Committees and a review of the Mayoral and Staff delegations commenced. Council's Policy for the Payment of Expenses and Provision of Facilities to Councillors was updated, as was the Tenders and Quotations Procedure.</p>	<p>Code of Conduct review underway with a report to be presented to Council in February 2005.</p>
<b>PERFORMANCE MEASURES</b>	<b>FIRST QUARTER</b>	<b>SECOND QUARTER</b>
<p>Achievement of Citizens Service Centre service standards</p>	<p>Standard = 75% of calls answered within 2 mins July: 79% August: 82% September: 84%</p>	<p>Standard = 75% of calls answered within 2 mins October: 91% (NOTE: call data incomplete due to system fault) November: 86% December: 86%</p>
<p>Increase in community satisfaction with frontline counter services</p>	<p>Unable to be measured as corporate Citizen Satisfaction Survey has not been undertaken this year.</p>	<p>Not yet measured on a large scale as the corporate Citizen Satisfaction Survey has not yet been undertaken this year. Mystery shopper survey will be undertaken in 3<sup>rd</sup> Quarter An analysis of the small number of feedback cards completed at the Citizens Service Counter indicates that on average our CSO's are friendly and courteous; knowledgeable; efficient; clear in their explanations; flexible and adaptable to citizen requirements and do offer suggestions when Council is unable to assist. We will be continuing to encourage citizens to complete the feedback cards into the future.</p>



**GM 9 - SECOND QUARTERLY REPORT ON 2004-2005 MANAGEMENT  
PLAN  
For Decision**

<p>Evidence of initiatives to continually improve administrative processes</p>	<ul style="list-style-type: none"> <li>• Records management procedures reviewed</li> <li>• Tender procedures reviewed and checklist implemented</li> <li>• Privacy refresher training held for relevant Council staff</li> <li>• website improvements</li> <li>• business paper system enhancements</li> </ul>	<ul style="list-style-type: none"> <li>• Stage 1 of upgrade of Council's PABX system nearing completion</li> <li>• Internal discussions held to improve the efficiency of the Planning Duty Counter service, including better utilisation of staff and space. Procedural changes have been made and will be monitored to ensure their effectiveness on an ongoing basis. Technology improvements have also been investigated.</li> <li>• CSC cash handling procedure reviewed</li> <li>• Mail opening process automated</li> <li>• File access procedures reviewed</li> </ul>
<p>Level of organisational compliance with complaints handling standards</p>	<p>Compliance with Council's complaint handling standards remained constant during the quarter. Across all Divisions, the average number of days taken to respond to a complaint was 8.62 days.</p>	<p>The average (across all Divisions) number of days taken to respond to complaints was 11.16 days for the quarter. For October (6.78 days) and December (7.66 days) performance was within Council's service standard, but a peak in November (19.04 days) affected the overall average for the quarter.</p>

**GM 9 - SECOND QUARTERLY REPORT ON 2004-2005 MANAGEMENT  
PLAN  
For Decision**

# Employee Services

<b>SERVICE IMPROVEMENTS</b>	<b>FIRST QUARTER</b>	<b>SECOND QUARTER</b>
<b>EM1</b> Produce an integrated Employee Services Strategy which supports Council in meeting its goals and objectives for Marrickville.	Discussions with Director and key ES staff to map out key processing issues. The strategy may be delayed until early 2005 when the process issues are fully implemented.	Planning process to bring together the ES team to undertake this task
<b>EM2</b> Implement the CHRIS 21 Human Resource Information System self servicing kiosk module.	The module has been purchased and IT upgrades agreed. Installation of the module is programmed for October with implementation early 2005. Implementation timescale increased as result of resignation of Payroll Adviser.	Installation of module now set for 12 January, then plan for roll out will commence.
<b>EM3</b> Extend Council's SAFE program, including the further development of projects and initiatives that support healthy lifestyle choices by Council staff.	Discussions through the SAFE project team have taken place to re energise the SAFE program. The vacant Risk Coordinator position has been readvertised – when filled this person will drive this program. Planning for the November Health at Work fair is well progressed. Work to review Smoking and Drug and Alcohol Policies are also well progressed.	Healthy Lifestyle Fair held in November. Corporate gym membership program set up. Smoking policy complete and Drug and Alcohol Policy in final stages. SAFE database work has commenced. The SAFE relaunch remains to be finalised.
<b>EM4</b> Produce a risk management strategy which both minimises Council risk and insurance costs.	This objective has been deferred subject to the appointment of the Risk Coordinator.	Unable to recruit Risk Coordinator as planned.

**GM 9 - SECOND QUARTERLY REPORT ON 2004-2005 MANAGEMENT  
PLAN  
For Decision**

<b>PERFORMANCE MEASURES</b>	<b>FIRST QUARTER</b>	<b>SECOND QUARTER</b>
Staff morale and harmony – as measured by staff turnover rates, level of absenteeism and working time lost due to industrial disputes	The staff turnover rate for the quarter was 3.6% (annual equivalent of 15.6%) The sickness absence rate for the quarter was 2.23 days/person (annual equivalent of 8.92 days). There were no lost time due to industrial disputes.	The staff turnover rate for the quarter was 1.3% (annual equivalent of 5.2%) The sickness absence rate for the quarter was 2.24 days/person (annual equivalent of 8.96 days). There were no lost time due to industrial disputes.
Evidence of safe and fair working environment – as measured by trends in accident rates and worker's compensation claims, training participation rates and achievement of EEO strategies	The number of workers compensations claims in the quarter was 25 with lost time incidents in the quarter at 4 There was a total 157 days lost in the qtr due to workers compensation. 35 people attended OHS related training in the qtr. The roll out of harassment training for all staff is progressing well and should be complete by end of 3rd qtr.	The number of workers compensations claims in the quarter was 10 with lost time incidents in the quarter at 1 There was a total 93.5 days lost in the qtr due to workers compensation. 20 people attended OHS related training in the qtr. The roll out of harassment training for all staff is progressing well and should be complete by end of 3rd qtr.
Trends in public liability claims	The number of claims in the quarter was 60, of which 15 at this stage have been declined.  The number of claims in the same period last year was 44.	The number of claims in the quarter was 21, of which 4 at this stage have been declined.  The number of claims in the same period last year was 24.

**GM 9 - SECOND QUARTERLY REPORT ON 2004-2005 MANAGEMENT  
PLAN  
For Decision**

# Legal Services

<b>SERVICE IMPROVEMENTS</b>	<b>FIRST QUARTER</b>	<b>SECOND QUARTER</b>
<b>LG1</b> Provide regular legal training and education in conjunction with the Council's panel of external legal service providers to staff and councillors.	Two briefing papers on recent and important decisions of the Land and Environment Court provided to Council staff.	Two briefing papers on recent and important decisions of the Land and Environment Court provided to Council staff.
<b>LG2</b> Limit the number of proceedings commenced against the Council which are actually heard by the Land and Environment Court by providing strategic and timely advice to staff and councillors	One only appeal lodged this quarter (average for the past 5 years has been 5 appeals per quarter).	Fourteen appeals lodged this quarter (average for the past 5 years has been 5 appeals per quarter). Only one appeal was proceeded to hearing by the Court this quarter.
<b>LG3</b> Ensure that costs awarded to Council in litigation are recovered promptly and in a cost effective manner.	The costs recovered this quarter amount to approximately \$12,000 which is in excess of the budgeted amount of \$9,000.	The costs recovered this quarter was \$2,133 (which is lower than average but reflective of the decrease in litigation).
<b>LG4</b> Minimise the amount of legal costs paid to the Council's panel of external legal services providers by providing timely and professional in-house advice as required.	The total cost of external legal advice is about 14% of budget.	The total cost of external legal advice is about 45% of budget.

<b>PERFORMANCE MEASURES</b>	<b>FIRST QUARTER</b>	<b>SECOND QUARTER</b>
Decrease in the number of Council matters before the Land and Environment Court	There are 3 current matters before the Court (The average number of current matters at the end of each quarter for 2003-2004 was 11).	There are 13 current matters before the Court (The average number of current matters at the end of each quarter for 2003-2004 was 11)
Increase in percentage of Orders made by the Land and Environment Court that are in favour of Council	There have been three decisions this quarter with a success rate of 33% (1 out of 3 decisions). The success rate in 2003-04 was 63% (12 out of 19 decisions)	There have been two decisions this quarter with a success rate of 100%. So far in 2004-05 the success rate is 66% (3 out of 5 decisions). In 2003-04 the success rate was 63% (12 out of 19 decisions)

**GM 9 - SECOND QUARTERLY REPORT ON 2004-2005 MANAGEMENT  
PLAN  
For Decision**

**LEGAL SERVICES REPORT FOR 2004-2005 DECEMBER QUARTER**

**1. SUMMARY OF LEGAL COSTS**

	1999/00	2000/01	2001/02	2002/03	2003/04	2004/05 (Budget)	2004/05 (Dec quarter)
<b>L&amp;E Court</b>	239,430	214,331	173,816	64,750	62,661	120,000	62,637
<b>Local Court</b>	38,137	45,992	23,775	30,676	17,993	30,000	24,786
<b>Advice from external solicitors</b>	109,393	182,591	169,582	171,157	116,954	170,000	57,498
<b>Legal Office Costs</b>	104,455	82,931	174,249	190,946	170,779	177,395	91,636
<b>Other Legal Office Costs</b>	32,199	31,590	48,073	28,028	62,594	69,857	34,937
<b>TOTAL</b>	<b>\$523,614</b>	<b>\$557,438</b>	<b>\$589,495*</b>	<b>\$485,557**</b>	<b>\$430,981#</b>	<b>\$567,252</b>	<b>\$271,494##</b>

\* Less \$105,735 recovered in legal costs  
 \*\* Less \$153,543 recovered in legal costs  
 # Less \$42,559 recovered in legal costs  
 ## Less \$14,231 recovered in legal costs  
 Note: see also section 7 – Legal income

**2. SUMMARY OF LITIGATION**

	1995/96	1996/97	1997/98	1998/99	1999/00	2000/01	2001/02	2002/03	2003/04	2004/05*
<b>Land &amp; Environment Court Class 1, 2, 3 Appeals</b>	15	21	15	23	21	11	24	23	25	15
<b>Land &amp; Environment Court Class 4 and 5 Proceedings</b>	18	10	12	18	12	14	9	5	3	1
<b>Local Court</b>	71	112	80	94	57	100	40	61	160	62
<b>Others</b>	2	1	6	3	0	2	3	2	0	0
<b>TOTAL</b>	<b>106</b>	<b>144</b>	<b>113</b>	<b>138</b>	<b>90</b>	<b>127</b>	<b>76</b>	<b>91</b>	<b>188</b>	<b>78</b>

\* The 2004/05 figures are new matters only.

**GM 9 - SECOND QUARTERLY REPORT ON 2004-2005 MANAGEMENT  
PLAN  
For Decision**

**3. LAND AND ENVIRONMENT COURT**

The following information relates to matters carried over from 2003-2004 and for new 2004-2005 matters.

• **Class 1 and Class 2 (merit appeals)**

There were 15 x Class 1 proceedings before the Court this quarter. The Council was successful in 1 appeal which was dismissed by the Court and one appeal was discontinued by the Applicant. The other 13 appeals are continuing.

**Costs:**

Average expenditure per quarter for 2003-2004 = \$15,044

Actual expenditure for 2004-2005 December quarter = \$41,008

Average cost of Class 1/2 matter for 2003-2004 = \$2,407

Average cost of a Class 1/2 matter for 2004-2005 December quarter = \$2,733

• **Class 4 and Class 5 (enforcement and criminal proceedings)**

There were 2 x Class 4 proceedings before the Court this quarter. Both proceedings are continuing.

**Costs:**

Average expenditure per quarter for 2003-2004 = \$620

Actual expenditure for 2004-2005 September quarter = \$791

Average cost of a Class 4/5 matter for 2003-2004 = \$2,482

Average cost of a Class 4/5 matter for 2004-2005 December quarter = \$395

**GM 9 - SECOND QUARTERLY REPORT ON 2004-2005 MANAGEMENT  
PLAN  
For Decision**

**4. LOCAL COURT**

The following information relates to matters carried over from 2003-2004 and for new 2004-2005 matters.

The Council was a party in 78 matters in the Local Court this quarter.

***Costs:***

Average expenditure per quarter for 2003-2004 = \$4,498

Actual expenditure for 2004-2005 December quarter = \$15,526

Average cost of a Local Court matter for 2003-2004 = \$112

Average cost of a Local Court matter for 2004-2005 December quarter = \$199

**5. SUBPOENAS**

The Council was served with 4 subpoenas for the production of documents in proceedings in which the Council was not a party.

***Costs:***

These matters were dealt with by the Principal Solicitor.

**GM 9 - SECOND QUARTERLY REPORT ON 2004-2005 MANAGEMENT  
PLAN  
For Decision**

**6. GENERAL ADVICE, PROPERTY TRANSACTIONS AND OTHER LITIGATION**

	No. of matters carried forward	No. of new matters – December quarter	Total 2003/04 Costs	Costs for December quarter 2004/05	Total 2004/05 Costs
Property	15	1	\$85,761	\$37,512	\$40,226
Commercial	4	1	\$ 7,959	\$5,118	\$12,686
General Advice	1	7	\$25,142	\$1,153	\$4,584
Other Litigation	1	0	\$0	\$0	\$0

- **Property transactions**

A total of 16 property matters (leasing and licensing) were dealt with during the quarter. Two of the matters were finalised.

- **Commercial advice**

A total of 5 commercial transaction matters were dealt with during the quarter. All of the matters are continuing.

- **General advice**

A total of 8 advices on general matters were current during the quarter. All of those matters except 1 have been finalised.

- **Other litigation**

The Council is not a party to any other litigation at present.

**Total Costs:**

Average expenditure per quarter for 2003-2004 = \$29,715

Actual expenditure for 2004-2005 December quarter = \$43,784

Average cost of each matter for 2003-2004 = \$1,563



**GM 9 - SECOND QUARTERLY REPORT ON 2004-2005 MANAGEMENT  
PLAN  
For Decision**

Average cost of each matter for 2004-2005 December quarter = \$1,509

**7. LEGAL INCOME**

A total of \$2,133 was received for the December quarter in litigation costs and for conduct money for subpoenas. The average quarterly income in 2003-2004 was \$10,639.

**8. MATTERS SUBMITTED TO THE MAYOR FOR THE COMMENCEMENT OF PROCEEDINGS**

One matter was submitted to the Mayor this quarter (class 4 proceedings relating to 2 South Street, Tempe).

**9. GENERAL INFORMATION**

During this quarter, the Principal Solicitor:

- represented the Council in Land and Environment Court proceedings relating to 2 South Street, Tempe and 221-235 Stanmore Rd, Stanmore.
- is the solicitor on the record for the Council in all current Land and Environment Court proceedings; and
- provided 7 of the 8 requests for general legal advice current this quarter.

**GM 9 - SECOND QUARTERLY REPORT ON 2004-2005 MANAGEMENT  
PLAN  
For Decision**

# Business Units

<b>SERVICE IMPROVEMENTS</b>	<b>FIRST QUARTER</b>	<b>SECOND QUARTER</b>
<b>BU1</b> Develop a Waste Minimisation strategy to maximise reuse and recycling of materials within Council's Business Units and assess contractor compliance with tendered waste management commitments.	Draft tender specification for Recycling and Disposal of BU Waste completed. Waste minimisation currently being researched with a view to establishing a WRT to develop the strategy.	Tender document finalised for the Recycling and Disposal of BU Waste. Monitoring of waste minimisation practices continuing to establish base information for use by the WRT.
<b>BU2</b> Improve cost control, estimates and work flow management through the introduction of field data recorders and associated systems.	Paper based resource usage system in place in the Works section (Green Sheets). Use of data recorders to be trialled when the new Asset Management System is implemented.	Individual resource usage for each CRMS is now being recorded through the green sheet system. The Green sheet is being reviewed and defined in preparation for integration with the Asset Management System
<b>BU3</b> Expand existing links providing citizens access to streetscape maintenance information, with a view to providing 'live' web based access to cycle time data.	Extension to Streetscape Database to allow live interrogation of cycle data done. With the help of IT, the Database now needs to be web enabled to allow Citizen Services to view the data..	Extension to Streetscape Database project. No further progress this quarter.
<b>BU4</b> Establish greater rigour in Business Unit project costing through the development of systems in partnership with Finance which meet external audit requirements and comply with Australian accounting standards.	The Green Sheets now allow better cost control of Projects. Tighter purchasing controls implemented for projects and overhead distribution mechanisms being developed.	Recording of individual CRMS cost(Civil Works) will provide a detailed and timely base for the determination of project cost Work continues on overhead distribution mechanisms development.

*Council Meeting - 01/05 - 15 February, 2005*

**GM 9 - SECOND QUARTERLY REPORT ON 2004-2005 MANAGEMENT  
PLAN  
For Decision**

<b>PERFORMANCE MEASURES</b>	<b>FIRST QUARTER</b>	<b>SECOND QUARTER</b>
Financial performance of each Business Unit	Business Units are on track to achieve their budget targets for 2004/05.	Business Units are on track to achieve their budget targets for 2004/05.
Achievement of streetscape maintenance service standards, including cycle times	Streetscape winter cycles (less than 6 week average) achieved. Preparations for Summer program in progress.	Streetscape Spring cycles ( less than 6 week average) achieved; Summer program currently in progress to achieve 3 week cycle period
Achievement of capital works projects within established timeframes and budgets	All capital projects completed on time and on budget.	All capital projects completed on time and on budget

***GM 10 - ADVERTISING STRUCTURES FEES AND CHARGES  
For Decision***

File Ref: 4578

**General Manager reports:**

**Synopsis**

This report provides Council with information regarding the proposed fees and charges for Advertising Structures. It outlines the public exhibition process conducted in accordance with the provisions of Section 610F of the Local Government Act for a period of 28 days. No submissions were received from the community regarding the fees and charges. It is recommended that Council adopt the fees and charges as detailed in this report.

**Background**

Signs and advertising structures that project onto or over the public space can incur an annual charge. Marrickville Council administers the use of public space on behalf of the Marrickville community. Public space includes the land between the frontage of properties (or side or back of the property) and the roadway, including space on the ground and above it.

A sign and advertising structure audit is carried out by Council once per financial year and results in an invoice being sent to the person or persons who benefit from the sign or advertising structure projecting onto or over public property.

In accordance with Council's resolution (E02/04 29 June, 2004 in GM49) a Councillor Conference was held on 13 July 2004 to consider draft guidelines and charges for advertising signs. In that regard, the draft guidelines were prepared to provide uniformity and consistency in the application of the charges and the audit process. The guidelines will ensure that fees and charges are applied consistently; will greatly assist the community understanding in the interpretation of the application of the charges; and will provide uniformity in the application of the guidelines across the Council area.

In addition, the Conference discussed draft charges for such signs and advertising structures, as follows:

*'1. Signs and Advertising Structures projecting onto or over Public Space.*

*All signs fall into one of three categories. These are further explained in Council's 'Signs and Advertising Structures – Guidelines for Fees and Charges - 'fees include GST.*

*Above Awning*

*All structures including flags \$350.00*

*Below Awning*

*First and Second Flag\* \$0*

*First Structure other than flags \$0*

*Each subsequent structure or flag \$110.00*

*Other*

*All other structures not covered by i) or ii) above \$350.00*

**GM 10 - ADVERTISING STRUCTURES FEES AND CHARGES**  
***For Decision***

*2. Advertising Signs on railway property overhanging the public way \$500 per square metre + GST or 15% of the audited gross revenue from the sign + GST whichever is the lesser amount'.*

The proposed charges provide that advertising signs above an awning will incur the fee of \$350.00 per structure/sign. In addition, to facilitate and encourage advertising of businesses, Council will provide an exemption of a charge for the first under awning and two flag signs. For example, where a business has a hanging under awning sign and two flag signs also located under an awning, these signs will not incur a charge. For each additional sign this will incur a fee of \$110.00.

At its meeting in November, 2004 (Item GM 111, 11/04) Council resolved to adopt the draft fees and charges for Signs and Advertising Structures for the purpose of public exhibition and receipt of written submissions and that a report be presented to Council's February 2005 meeting in relation to submissions received.

**Discussion**

The public exhibition period commenced on 7 January, 2005 and concluded on 3 February, 2005. Advertisements notifying the community about the public advertising period and how they could obtain copies of the proposed fees and charges and guidelines were placed into two local newspapers including The Glebe and The Inner Western Suburbs Courier. Copies of the proposed fees and charges and guidelines were available at Council's main administration office, at all of Council's libraries, by contacting Council's Monitoring Services Division or viewing the information on Council's web site. The public exhibition was for a period of 28 days and was carried out in accordance with the provisions of Section 610F of the Local Government Act.

No comments or submissions were received from the community regarding the proposed fees and charges for Advertising Structures.

**Conclusion**

It is recommended that Council adopt the proposed fees and charges for advertising signs.

**RECOMMENDATION:**

**THAT** Council:

1. receive and note the report; and
2. adopt the fees and charges as detailed in this report for Advertising Structures.

**ATTACHMENT: Total 7 pages**

Fees and Charges – 1page

Guidelines for Fees and Charges – 6 pages

**GM 11 - REVIEW OF COUNCIL'S CODE OF CONDUCT**  
***For Decision***

File Ref: 1234

**General Manager reports:**

**Synopsis**

Report in relation to a review of Council's Code of Conduct. Under Section 440(7) of the Local Government Act 1993, Council must, within 12 months after each ordinary election, review its Code of Conduct and make such changes as it considers appropriate. In December 2004, the Local Government Act was amended to prescribe a mandatory Model Code of Conduct for councils. The Draft Code of Conduct **ATTACHED** takes account of the requirements of the new Model Code of Conduct and incorporates relevant elements of Council's existing Code of Conduct by way of clarification, examples and reference to Council's policies and established procedures. It is recommended that the report be received and noted and that the **ATTACHED** Code of Conduct be adopted.

**Background**

Under Section 440 of the Local Government Act 1993 (the Act), councils are required to review their Codes of Conduct and make such changes as considered appropriate within 12 months after each ordinary election. A report was provided to Council in September 2004 (Meeting 07/04, Item GM77) advising Council that the Department of Local Government was in the process of undertaking a review of the Model Code of Conduct for councils and was intending to make the Model Code mandatory. At that time, Council was advised that the review of the Council's Code of Conduct would take place following the finalisation of the Model Code of Conduct.

The Model Code was finalised in late 2004 and Section 440 of the Act was amended to allow a Model Code of Conduct to be prescribed by Regulation and to require councils to incorporate the provisions of the Model Code as a minimum standard in their own Codes of Conduct.

**Discussion**

The new Model Code of Conduct stipulates a number of new requirements and standards to be observed by councillors, staff and delegates of the Council. These include:

- a duty to ensure that development decisions are properly made, including ensuring that actions are, and can be perceived as, proper [*clauses 5.7 and 5.8 in the **ATTACHED** document*];
- as a minimum, the disclosure of the nature of any non-pecuniary conflict of interests [*clause 6.6, 6.12*] and the requirement to deal with non-pecuniary conflict of interests in one of the ways provided for in the Model Code [*clause 6.13*];
- advice to councillors that matters involving campaign donors may give rise to non-pecuniary conflict of interests [*clause 6.16*];
- prohibiting councillors from contacting or issuing instructions to Council's contractors or tenderers, including Council's legal advisers [*clause 8.2*];

**GM 11 - REVIEW OF COUNCIL'S CODE OF CONDUCT**  
*For Decision*

- specifying what amounts to inappropriate interactions on the part of councillors and staff, including:
  - councillor attendance at on-site inspection meetings with lawyers and consultants; and
  - Council staff meeting with developers alone and outside office hours [*clause 8.8*]; and
- the requirement for Council to establish a Conduct Committee to ensure a fair and transparent review of the process for allegations of breach of the Code of Conduct [*clause 10.8*].

Following the release of the now mandatory Model Code of Conduct, Council officers have undertaken a review of Council's Code of Conduct as required by Section 440 of the Act. The Draft Code of Conduct **ATTACHED** takes account of the requirements of the new Model Code of Conduct (shown in black type) and incorporates relevant elements of Council's existing Code of Conduct by way of clarification, examples and reference to Council's policies and established procedures (shown in purple type).

**Conclusion**

As outlined in this report, Council is required to review its Code of Conduct and to adopt the provisions of the Model Code of Conduct which are now prescribed by Regulation. Following Council's adoption of the new Code of Conduct, the Code of Conduct will be re-distributed to all Councillors and staff and a program of induction training will be undertaken over the coming months.

Council will be provided with a further report on the establishment of the Conduct Committee at its March 2005 Meeting.

**RECOMMENDATION:**

**THAT** Council:

1. receive and note the report; and
2. adopt the **ATTACHED** Code of Conduct as required by Section 440 of the Act.

**ATTACHMENT:** Total 39 pages  
Code of Conduct and Guidelines

**GM 12 - DECEMBER 2004/JANUARY 2005 BUDGET REVIEW**  
**For Decision**

File Ref: 328

**General Manager reports:**

**Synopsis**

A review of Council's 2004/05 Budget for the period to the end of January 2005 revealed a number of variances. The net effect of these variances will result in an increase in the call on Council funds of \$65,895. This results in Council having a deficit for the 2004/05 Budget of \$6,576. The anticipated working funds position as at 30 June 2005 will therefore be \$6,991,424. It is recommended that the report be received and noted and that the variations to the Budget be approved.

**Discussion**

In accordance with Clause 7 of the Local Government (Financial Management) Regulation 1999, the following Budget Review Statement is provided of revised estimates of income and expenditure for the year ending 30 June 2005.

**ATTACHED** to this report is the January 2004 Financial Report comprised of the Operating Budget at Division Level, the Operating Budget at Program Level and the Operating Budget and Resources Plan summarised at Activity Level.

Details of the budget variances requested in December 2004/January 2005 are provided below. The variances outlined below will result in an anticipated deficit for 2004/05 of \$6,576.

<b><u>PROGRAM</u></b>	<b><u>AMOUNT</u></b> \$	<b><u>ITEM</u></b>
<b>Corporate Services</b>		
Finance	65,895 (D)	Advice has been received from the NSW Fire Brigades of an increase in the Fire Brigade levy for 2004/2005. The 2004/2005 budget incorporated a 3% increase on the 2003/2004 level. The actual increase is 13.91% making the 2004/2005 budget \$687,815. The expenditure budget is proposed to be adjusted accordingly.
<b>Community Services</b>		
Children & Family Services	No net effect	As reported to the Community Services Committee Meeting 01/05 dated 8 February 2005 advice has been received from the Department of Family and Community Services of the annual Special Needs Subsidy Scheme Supplementary Services 2004 Annual Payment of \$11,600. This is \$7,600 more than budgeted. It is proposed that the income and expenditure budgets be adjusted



**GM 12 - DECEMBER 2004/JANUARY 2005 BUDGET REVIEW**  
*For Decision*

accordingly.

**OPERATING BUDGET**      65,895 (D)  
**TOTAL**

**RESOURCES PLAN:**

**Community Services**

Community & Cultural  
Services

No net effect

It is proposed to transfer the budget of \$6,000 located within the Parks & Reserves Program area to the Community and Cultural Services Program to fund the design of the Tempe Reserve Mural Artwork.

Community Development

No net effect

As reported to the Community Services Committee 07/04 dated 14 September 2004, advice has been received from the NSW Attorney General's Department that the funding application for \$41,700 under the Department's Safer Community Compact Grants has been successful. It is proposed to adjust the income and expenditure budgets accordingly.

Library Services

No net effect

As reported to the Community Services Committee Meeting 10/04 dated 14 December 2004, Council has been successful in obtaining a Library Development Grant for \$133,100 from the Library Council of New South Wales for the installation of a Telecirc System and two Self Check-in stations in the Central Library. It is proposed to adjust the income and expenditure budgets accordingly.

**Technical Services**

Engineering

No net effect

The redesign of Bellevue Street, St Peters has commenced. It is proposed to release \$30,000 from Section 94 funding for this project and adjust income and expenditure budgets accordingly.

No net effect

As reported to the Technical Services Committee Meeting 01/05 dated 8 February 2005 it is proposed to use savings from the additional roads

**GM 12 - DECEMBER 2004/JANUARY 2005 BUDGET REVIEW**  
*For Decision*

budget allocation which was used for the reconstruction of Kent Street, Newtown and Denison Street, Newtown for resurfacing of Charlotte Avenue, Marrickville which is estimated to cost \$50,000. It is proposed that the income and expenditure budgets be adjusted accordingly.

**RESOURCES PLAN**  
**TOTAL** **0**

**TOTAL BUDGET** **\$65,895 (D)**

**S=Saving, an improvement in Council's position.**  
**D=Deficit, a reduction of Council's position.**

**Conclusion**

Council's anticipated result for the 2004/2005 Budget will be a surplus as shown in the Budget Summary below:

<b>Adopted Budget</b>		<b>\$0</b>
	\$	\$
July Review	58,810	
August Review	(79,886)	
September Review	3,000	
October Review	(50,243)	
November Review	9,000	
December/January Review	65,895	<u>6,576</u>
<b>Anticipated Deficit 2004/05</b>		<b>6,576</b>

**GM 12 - DECEMBER 2004/JANUARY 2005 BUDGET REVIEW**  
*For Decision*

**SUMMARY OF 2004/05 APPROVED BUDGET**

<b>1. 2004/05 Budget Position</b>	<b>\$</b>
Operating Budget Surplus	(2,005,326)
Resources Plan Revenue Funding	2,005,326
<b>OVERALL BUDGET</b>	<b>0</b>
<b>2. Projected Working Funds Position based on 2004/05 Budget and 2003/04 Financial Reports</b>	
Council's Projected Working Funds Position as at 30 June 2004	(6,998,000)
Add back: 2003/2004 Revotes	(1,941,799)
Projected Working Funds Position	(8,939,799)
Less: Anticipated deficit for 2004/2005	6,576
: 2003/2004 Revotes	1,941,799
<b>Projected Working Funds Position at 30 June 2005</b>	<b>(6,991,424)</b>
<b>Benchmark Figure as at 30 June 2004</b>	<b>1,296,000</b>

**RECOMMENDATION:**

**THAT** Council:

1. receive and note the report; and
2. approve the variations to the budget.

**ATTACHMENTS: Total 44 pages**

Operating Budget at Division level, 5 pages  
Operating Budget at Program level, 6 pages  
Operating Budget at Activity Level, 19 pages  
Resources Plan at Activity Level, 14 pages

*Council Meeting - 01/05 - 15 February, 2005*

***NM 1 - CLOSURE OF THE SYDENHAM BRANCH OF THE  
COMMONWEALTH BANK  
For Decision***

File Ref: 4056-03

**From Councillor R Owen**

**Background**

The Commonwealth Bank (CBA) intends closing the Sydenham Branch. The Commonwealth Bank closed its Tempe Branch at least 6 years ago.

The Sydenham Branch of the CBA is a much needed facility for the people of St Peters, Sydenham and Tempe, therefore it should remain.

**MOTION:**

**THAT:**

1. Council withdraw all business with the Commonwealth Bank immediately; and
2. point one will be reconsidered if the future of the Sydenham Branch of the CBA is guaranteed.

***NM 2 - SUNDAY BUS SERVICE BETWEEN TEMPE AND DULWICH  
HILL  
For Decision***

File Ref: 4056-03

**From Councillor R Owen**

**Background**

There has not been a Sunday Bus Service (Route 425) running between Tempe and Dulwich Hill for a number of years.

The residents of Sydenham and Tempe do not have access to doctors or pharmacies in the immediate area on Sundays.

Many residents of Tempe were unable to attend the last Marrickville Festival because there is no transport link available on Sundays.

**MOTION:**

**THAT:**

1. Council contact the STA regarding the provision of a Sunday bus service linking Tempe, Sydenham, Marrickville and Dulwich Hill to ensure the residents of Tempe and Sydenham have access to church services, doctors, pharmacies, ATM's and special events provided by Council such as the Marrickville Festival; and
2. copies of this resolution be sent to the Member for Heffron and the NSW Minister for Transport.