

20 March 2013

Dear Councillor/Sir/Madam

You are invited to attend an **ORDINARY MEETING** of Ashfield Council, to be held in the Council Chambers, Level 6, Civic Centre, 260 Liverpool Road, Ashfield on **TUESDAY 26 MARCH 2013** at **6:30 PM**.

SEE ATTACHED AGENDA

ORDINARY MEETING - 26 MARCH 2013

AGENDA

- 1. OPENING**
- 2. ACKNOWLEDGEMENT OF LOCAL ABORIGINAL COMMUNITY**
- 3. APOLOGIES/REQUEST FOR LEAVE OF ABSENCE**
- 4. CONDOLENCE AND SYMPATHY MOTIONS**
- 5. MOMENT OF PRIVATE CONTEMPLATION**
- 6. DISCLOSURES OF INTEREST**

Disclosures to be made by any Councillors who have a pecuniary / non-pecuniary interest in respect of matters that are before Council at this meeting.
(26/03/2013)

- 7. CONFIRMATION OF MINUTES OF COUNCIL/COMMITTEES**

ORDINARY MEETING - 12/03/2013
ASHFIELD YOUTH COMMITTEE – 18/02/2013

- 8. MAYORAL MINUTES**

MM12/2013 17TH CARNIVAL OF CULTURES

- 9. NOTICES OF MOTION**

NM8/2013 ASHFIELD IS WHERE WE LIVE, THIS IS WHAT WE STAND FOR -
BETTER TRANSPORT CONNECTIONS

NM9/2013 ASHFIELD , THIS IS WHERE WE WORK AND LIVE. THIS IS
WHAT WE STAND FOR; SAFE COMMUNITIES

- 9A. NOTICES OF RESCISSION**

NR2/2013 OUTDOOR DINING AND FOOTPATH TRADING

- 10. STAFF REPORTS**

10.1 DEVELOPMENT APPLICATION: 10.2013.018.1
204 LIVERPOOL ROAD ASHFIELD

10.2 RESPONSIBLE ACCOUNTING OFFICER'S MONTHLY REPORT -
FEBRUARY 2013

- 10.3 INVESTMENT REPORT FEBRUARY 2013
- 10.4 RISK MANAGEMENT PROCEDURES
- 10.5 USING TECHNOLOGY TO IMPROVE COUNCIL'S RESPONSE REGARDING FOOTPATHS, DUMPED RUBBISH AND GRAFFITI
- 10.6 COMMUNITY AND ENVIRONMENT GRANT SCHEME Initiative
- 10.7 MAIN ROAD LIGHTING IMPROVEMENTS

11. CLOSED (PUBLIC EXCLUDED) COMMITTEE

NIL

MAYORAL MINUTE

17TH CARNIVAL OF CULTURES

I was honoured to open Ashfield's premier community event the 17th Ashfield Carnival of Cultures on Sunday, 17 March 2013, coinciding with the Irish and Christian celebrations for St Patrick's Day.

The Carnival has gone from strength to strength and on my first Carnival as Mayor I was pleased to welcome the Premier of NSW Hon Barry O'Farrell MP, Federal Minister for Infrastructure and Transport and Member for Grayndler Hon Anthony Albanese MP and Member for Strathfield Charles Casuscelli MP, along with a number of other community leaders.

Congratulations to the organisers of the Carnival for providing a wonderful day of entertainment on the stage and around the park. The stall holders were very pleased with the number of people in attendance throughout the day. The community stalls were very informative with the wide range of social topics they encompassed. Council's stall had a particularly high request for information from our local community in relation to sustainability, waste reduction and recycling.

Many Council staff volunteered during the day to support the Council's stalls. The volunteers were professional and supported council's staff in providing quality customer service support across the Carnival.

Thank you to all our sponsors:

- *Government Partner*
 - o NSW Government through the Community Relations Commission
- *Supporter Sponsors*
 - o Wests Ashfield Leagues Club
 - o Veolia Environmental Services
 - o Ashfield Mall
 - o The Vision China Times
 - o The Inner West Courier
 - o La Fiamma
- *Supply Partners*
 - o Eco Design Eco Print
 - o Festival Hire
 - o Coates Hire
- *Prize Donees*
 - o Bunnings Ashfield
 - o Ashfield Cycles

The Carnival was a very successful and enjoyable community event and feedback from those attending was very positive.

17TH CARNIVAL OF CULTURES

ATTACHMENTS

There are no supporting documents for this report.

RECOMMENDATION

That letters of appreciation be sent to the sponsors for their support and letters of thanks be sent to staff and volunteers who organised the event.

A handwritten signature in black ink, appearing to be 'M Mansour', written in a cursive style.

COUNCILLOR M MANSOUR
Mayor

Transport

NOTICE OF MOTION OF WHICH DUE NOTICE HAS BEEN GIVEN BY

COUNCILLORS MARK DRURY, JEANETTE WANG, LUCILLE MCKENNA AND ALEX LOFTS

**ASHFIELD IS WHERE WE LIVE, THIS IS WHAT WE STAND FOR - BETTER
TRANSPORT CONNECTIONS**

To move Notice of Motion No. NM8/2013

Ashfield and Croydon trains stations lack a zone for the legal and safe drop-off and pick-up of passengers close to the entrance of the stations. This can be remedied by establishing “kiss and ride” zones.

The ABS 2011 census showed that over 31% of Ashfield residents travel to work by train. This puts residents of Ashfield amongst the best users of the train system. Many of us also use the trains just to get around town.

Ashfield Council should do what we can to make it easy for us to get to the train station and use public transport. Whilst we don't want to encourage greater car traffic to the train station we recognise that some of us need to be dropped off at the station and we should be able to do this legally and safely.

ATTACHMENTS

There are no supporting documents for this report.

Accordingly, we move:-

That the General Manager furnish a report to Council on the most effective way to facilitate “kiss and ride” zones on both sides of Ashfield and Croydon Stations.



Mark Drury



Lucille McKenna



Jeanette Wang



Alex Lofts

Ashfield Fire & Rescue

NOTICE OF MOTION OF WHICH DUE NOTICE HAS BEEN GIVEN BY

COUNCILLORS MARK DRURY, ALEX LOFTS, LUCILLE MCKENNA AND JEANETTE WANG

**ASHFIELD , THIS IS WHERE WE WORK AND LIVE. THIS IS WHAT WE STAND FOR;
SAFE COMMUNITIES**

To move Notice of Motion No. NM9/2013

There has been much publicity over recent times about State Government budget cuts to Education and many other services. The effect on our fire services has been a part of local conversation and concern.

Ashfield Fire station has been partially closed on a number of occasions (see attached news articles) The effect is that Ashfield fire officers are transferred to other stations, when personnel are absent and the fire station is closed, to reduce overtime payments Ashfield is a highly dense LGA, with many boarding and half-way houses, nursing homes, high care nursing homes, retirement villages, schools and hospital facilities . When Ashfield Fire Station is closed, fire apparatus has to come as far away as Riverwood to attend local emergencies.

Even an extra response time of 6 minutes, the added time it would take a fire vehicle to reach Ashfield from Burwood, on a good run, is crucial and could mean the difference between life and death.

The community expects fire stations to be open on a 24 hour basis. Emergencies do not occur to budget induced schedules.

It is simply unacceptable for the Government to reduce the safety of our community.

ATTACHMENTS

Attachment 1	Under Fire	2 Pages
Attachment 2	Fire service cuts put lives at risk	1 Page
Attachment 3	The Fighters' Union	1 Page

Accordingly, we move:-

- 1/4 Ashfield Council expresses its grave concern over fire station closures. Particularly, Council considers it to be unacceptable for Ashfield fire station not to be fully operational 24 hours a day.**
- 2/4 That Council is especially concerned that the increased response times, resulting from fire apparatus having to travel from other suburbs, pose an unacceptable safety risk for our residents.**
- 3/4 It is imperative that such a dense urban area, with many boarding houses, halfway houses, high care nursing homes, retirement villages, highly developed streets schools and hospital facilities, has a permanently operational fire station.**
- 4/4 That the above concerns be directly expressed to The Hon Barry O'Farrell Premier of NSW, with copies to Mr Charles Casuscelli MP, Member For Strathfield and the Hon Linda Burney MP, Member For Canterbury .**



Mark Drury



Lucille McKenna



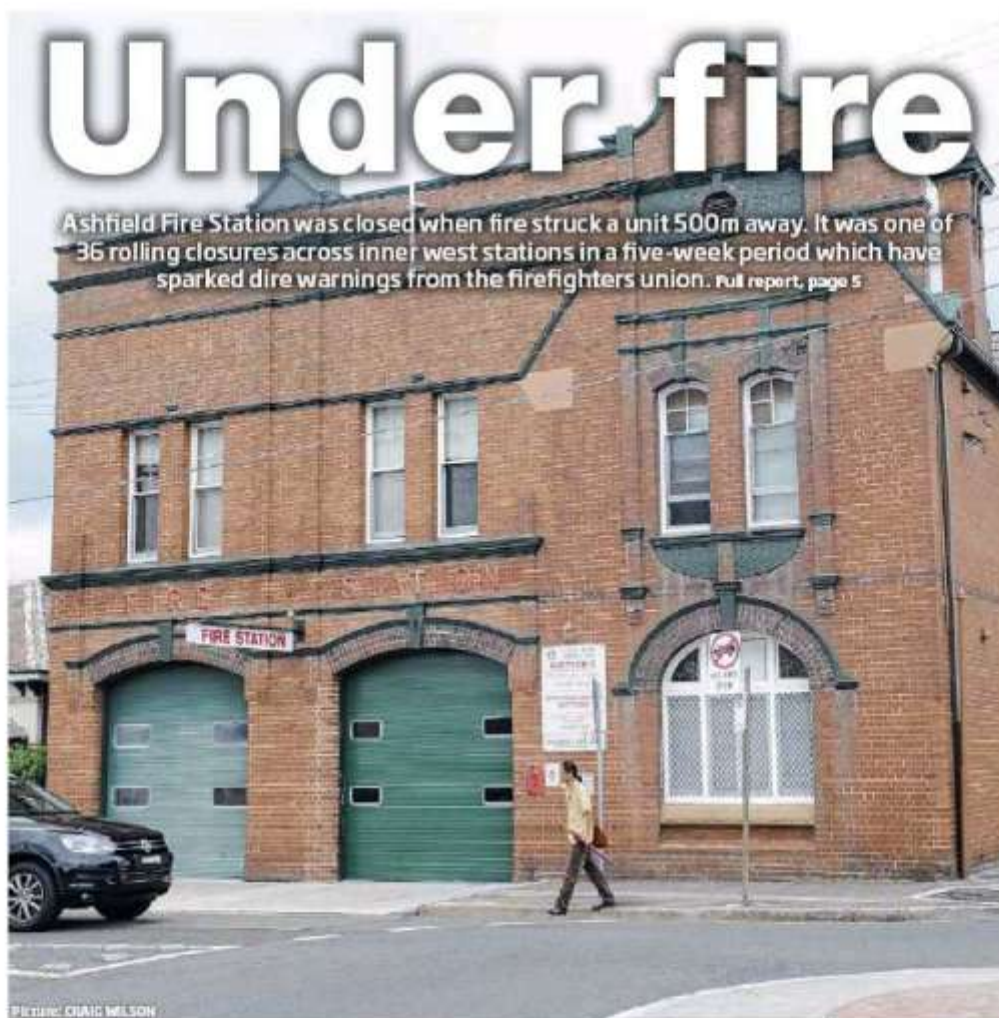
Jeanette Wang



Alex Lofts

Ashfield Fire Station was closed when fire struck a unit 500m away. It was one of 36 rolling closures across inner west stations in a five-week period which have sparked dire warnings from the firefighters union.

ON January 15 a fire broke out at a unit just 500m away from the Ashfield Fire Station.



Picture: CRAIG WILSON

Picture: CRAIG WILSON

However, the state government's adoption of rolling fire station closures meant there were no firefighters at the station that night to fight it.

Ashfield was closed on the night in line with state government moves to save \$70 million in the running costs of Fire and Rescue NSW over four years. Fire crews from Leichhardt and

Marrickville were at the scene seven minutes later, but a firefighter and Fire Brigade Employees Union spokesman said it was fortunate it was a small fire.

“Ashfield, if responding from their own station, would have arrived six minutes earlier,” he said. “If this was a bigger fire, that six minutes would be the difference between damage contained to just the kitchen and loss of the entire unit with possible spread to adjoining units.”

In November last year the state government introduced taking stations offline — a practice called TOLing — if the station doesn’t have enough staff available at the time. The practice is aimed at preventing overtime being paid to fill staffing gaps. The remaining firefighters at the offline station are moved to another station.

Between December 8, 2012, and January 17 inner west stations have been closed 36 times, including Newtown, Marrickville, Glebe, Balmain, Concord and Leichhardt. The crews have been sent as far afield to Albion Park, Campbelltown and Baulkham Hills.

The FBEU spokesman said the budget cuts prevented them from protecting the communities they had sworn to protect.

“This is leading to increased response times, which can be the difference between fire damage confined to a single room or losing your whole house or, and we can only hope it never happens, possibly someone dying in a fire because we couldn’t get there soon enough,” he said.



A spokesman for Fire and Rescue NSW said in regards to the incident on January 15, the response times of seven and eight minutes were well within FRNSW’s target of 10 minutes.

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Fire service cuts put lives at risk: Union

- From: AAP
- August 02, 2012 2:27AM

 Recommend

BUDGET cuts at Fire and Rescue NSW will put lives at risk, the firefighters' union claims.

The fire brigade will have up to \$70 million stripped from its budget over the next four years as part of state government cost-cutting, the Fire Brigade Employees' Union (FBEU) says.

The cuts will lead to the short-term closure of some fire stations - possibly within a week - while firefighters are redeployed to other local stations that are understaffed.

"The reality is that no one will know if their station has been temporarily shut down due to these budget cuts. Everyone is at risk," FBEU NSW secretary Jim Casey said in a statement.

"NSW residents will wait longer for trucks to arrive and homes will burn under these cuts."

The cuts are part of the government's 1.2 per cent annual labour expense cap which will also see job losses across government departments.

Fire and Rescue NSW Commissioner Greg Mullins has also highlighted a need to reign in "very high levels of sick" leave and review overtime.

He highlighted the issue in a letter to the FBEU.

But Mr Casey said blaming sick leave and overtime was "cynical and misleading".

Firefighters were also previously facing cutbacks to the NSW WorkCover compensation scheme, including loss of payouts for injuries suffered while travelling to and from work.

But the state government exempted them from those cutbacks after a day of industrial action in June.

Mr Casey said there were no immediate plans for further industrial action.

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The firefighters' union has warned the station closures will put lives at risk. Picture: Damian Baker *Source: The Daily Telegraph*

UP to eight Sydney fire stations will shut tomorrow to meet the government's drastic budget cuts - a measure branded potentially fatal by the firefighters' union.

The closures will happen at short-staffed stations.

Firefighters across the state were last week briefed by Fire and Rescue NSW management to prepare for the cuts, aimed at shaving \$64 million off the budget over the next four years.

As many as eight city stations - or 11.4 per cent of the total 70 bases in [Sydney](#) - will go "offline" during any one shift, which averages 12 hours.

A further two in [Newcastle](#) could close every shift.

They will happen wherever low staff numbers - due to sick, annual or any other type of leave - take crews below operational efficiency.

The firefighters' union has warned the plan is playing with people's lives.

It is considering strike action and has lodged a dispute in the International Relations Tribunal for tomorrow.

"The government's rolling the dice every day with these cuts," said Fire Brigade Employees' Union state secretary Jim Casey.

"You can't do much worse than closing fire stations. Houses will burn and people will be hurt. It's not a question of if, it's a question of when." Firefighters have been told the closures will begin any time between Monday and Wednesday.

Previously, stations hit by short staffing would have called in the brigade's relief corps - who would need to be paid.

Under the cost-cutting scheme, now those stations will go offline while their full-time firefighters who are fit to work are diverted to other stations with vacancies.

In country areas, if numbers fall below effective crewing levels, relief staff will be replaced by casual firefighters who respond to emergencies via pager - potentially leading to huge blowouts in response times, the union warns.

A spokesman for Fire and Rescue NSW said the department hopes to resolve the dispute with the union tomorrow.

He said the fire service has been effectively taking stations offline for years when there are major emergencies, training or hazard reductions.

During Friday morning's warehouse fire in [Wetherill Park](#), more than 20 crews were called to attend the emergency with "nil impact" to their local community.

Fire and Rescue NSW Commissioner Greg Mullins claimed in a letter to the union earlier this month that high rates of absenteeism and overtime were to blame for the budget cuts.

But Mr Casey defended the average 118 hours a year of sick leave taken by each firefighter, saying it equated to 10 days of 12-hour shifts.

NOTICE OF RESCISSION BY

COUNCILLORS EDWARD CASSIDY, MAX RAIOLA, ADRIANO RAIOLA AND JULIE PASSAS

OUTDOOR DINING AND FOOTPATH TRADING

That Council rescind the previous resolution in relation to Minute No. 106/13, Item 10.11 passed at the Ordinary meeting of Council held on 12 March 2013, namely:

- 1/4 That Council notes the enforcement action steps outlined in the report and that officers will commence these actions immediately.**
- 2/4 That no amendments be pursued to the Outdoor Dining and Footpath Trading Policy in relation to Smith Street, Summer Hill.**
- 3/4 That the Outdoor Dining & Footpath Trading Policy be amended to reduce the trafficable pedestrian area width on the western side of Lackey Street, Summer Hill from 2.8 to 1.8 meters and related maps be amended to reflect this change with the exception of the recommendation in relation to 1 – 11 Charlotte Street. That advice be brought back to Council as to whether the seats could be placed further down Charlotte Street before the seats are removed.**
- 4/4 Council notes the issues regarding outdoor dining on the pavement in Smith St Summer Hill. Council also notes that a 'brief for the appointment of a consultant to examine cost effective streetscape improvements for our village centres is expected to be finalised shortly.' Footpath dining, by businesses already trading in Smith Street, Summer Hill, should be allowed to continue on the kerbside where a trafficable path of 1.5 metres can be maintained, pending advice from the appointed consultant. The further matter of trading in Smith St can then be considered by Council.**

If successful, we intend to move:

- (1) That the Outdoor Dining and Footpath Trading policy be referred back to the General Manager for review and revision of the unfair, inequitable, unsafe, and illogical provisions embedded in the Draft Policy considered by Council on 12th March 2013 namely:-
 - Clause 3 of the Draft policy is contrary to Objectives 1, 2 and 5 of Clause 1.1 of the Draft Policy.

- The Draft Policy requires outdoor dining must be located on the kerbside but allows footpath trading to be located either kerbside or against the shopfront contrary to the primary aim of the Policy that is, to ensure that pedestrians and persons with sight disability are able to navigate a safe pedestrian passage using shopfronts as a guide.
 - The Draft Policy is illogical, and contradictory. It is unfair and is contrary to objectives 1, 2 and 5 of Clause 1.1 of the Draft Policy in that the requirement that outdoor dining must be located kerbside to ensure a clear safe pedestrian passage and guidance adjacent to shopfronts for persons with sight disability, while in Ramsay Street Haberfield, Liverpool Road Ashfield and Lackey Street Summer Hill, such safe pedestrian passage for pedestrians and persons with sight disability is not possible with the recent construction of electricity pillar boxes adjacent to shopfronts. There is no indication in the Draft Policy or advice from the Electricity Authority as to the removal of the electricity pillar boxes
 - The Draft Policy does not clearly spell out the reason or logic as to why footpath trading is permitted either kerbside or adjacent to the shopfront and why outdoor dining must be located on the kerbside.
- (2 That the revised Draft policy be referred back to Council within one month of adoption of this motion

ATTACHMENTS

There are no supporting documents for this report.

That Minute No. 106/13 be rescinded



Edward Cassidy



Max Raiola



Adriano Raiola



Julie Passas

Subject	DEVELOPMENT APPLICATION: 10.2013.018.1 204 LIVERPOOL ROAD ASHFIELD
File Ref	DA 10.2013.018.1
Prepared by	Daisy Younan - Development Assessment Officer
Reasons	Matter referred to Council for determination via Councillor request
Objective	For Council to determine the application

Overview of Report

1.0 Description of Proposal

Pursuant to Clause 78A(1) of the Environmental Planning and Assessment (EP&A) Act 1979 (as amended) this application seeks Council's consent for alterations and additions to Ashfield Hotel including:

1. Extending the gaming room into existing courtyard;
2. Internal reconfiguration of gaming room;
3. The construction of a new roof over the existing gaming room;
4. Modification to the Liverpool entry closest to adjoining property located at 198 Liverpool Rd; and
5. Replacement of existing retractable awning located above bistro doors fronting internal courtyard with fixed metal clad awning.

Plans of the proposal are included at **Attachment 1**.

2.0 Summary Recommendation

The development is recommended for conditional approval.

Background

3.0 Application Details

Applicant	:	Macnmah Architects
Owner	:	Meerlen Pty Ltd
Value of work	:	\$180,000
Lot/DP	:	LOT: 100 DP: 1069001
Date lodged	:	05/02/2013
Date of last amendment	:	N/A
Application Type	:	Local
Construction Certificate	:	No
Section 94A Levy	:	Yes

4.0 Site and Surrounding Development

The subject site is located on the southern side of Liverpool Road, bounded by Holden Street to the west and Queen Street to the east. The site area is approximately 854.2 square metres. The property is known as Ashfield Hotel which is essentially a social operation as it has no residential accommodation. It operates a bottle shop, dining facilities, drinking and socialising facilities, a function room and a gaming room. Surrounding development comprises retail, commercial, residential, educational uses and a religious establishment. Refer to **Attachment 2** for a locality map.

5.0 Development History

Previous building and development applications submitted to Council in the last 10 years for the subject site include:

NO.	DATE	PROPOSAL	DECISION
10.2011.176	22/11/2011	Alts and adds to existing hotel	Approved
2009.81	12/08/09	The erection of signage and the installation of a pedestrian barrier on the footpath in front of the Ashfield Hotel.	Withdrawn
2008.160	11/11/08	Alts and adds to existing hotel	Approved
2006.297	12/02/07	Alts and adds to existing hotel	Approved
2004.42	15/06/04	Subdivision and re-adjustment of boundary alignment.	Approved
2003.76	22/05/03	Extension to the hours of operation of parts of Ashfield Hotel.	Approved

Assessment

6.0 Zoning/Permissibility/Heritage

- The site is zoned 3(a) under the provisions of Ashfield LEP 1985.
- The property is a heritage item.
- The property is located within the vicinity of a heritage items at 1 and 2A Holden Street.
- The property is located within the Ashfield Town Centre.

The proposed works are permissible with Council consent.

7.0 Section 79C Assessment

The following is an assessment of the application with regard to the heads of consideration under the provisions of Section 79C of the EP&A Act.

7.1 The provisions of any Environmental Planning Instrument

7.1.1 Local Environmental Plans

Ashfield Local Environmental Plan 1985 (as amended)

1. Clause No. 17B (Development of Ashfield Business Centre—Zone No 3 (a) floor space ratio)

Clause No 17B of Ashfield LEP states that the Council must not grant consent for buildings on land to which this clause applies if the floor space ratio of the buildings would exceed the base floor space ratio shown for the land on Sheet 2 of the map marked “Ashfield Local Environmental Plan 1985 (Amendment No 72)”, except as provided by subclause (3). Subclause (3) allows the gross floor area of the buildings on the site to be greater than that allowed by the base floor space ratio by no more than an amount equivalent to the site area, subject to subclause (4).

However, the proposed development does not qualify for any additional gross floor area as provided by subclause (4) of Ashfield LEP 1985 as the additional floor area is not for residential purposes.

As such, the maximum gross floor area permitted would be only the base floor space ratio shown for the land on Sheet 2 of the map marked “Ashfield Local Environmental Plan 1985 (Amendment No 72)” which is 2:1.

The Proposal involves an extension to the existing gaming room so that the existing gross floor area is increased by approximately 19.465m² resulting in a total gross floor area of approximately 1112.195m² and a floor space ratio (FSR) of approximately 1.3:1. The proposed FSR complies with the maximum FSR permitted by Clause 17B of Ashfield LEP 1985.

2. Clause No. 32 (Protection of heritage items, heritage conservation areas and relics)

Clause No 32 of Ashfield LEP requires development consent for alterations of a heritage item by making structural or non-structural changes to its exterior. It requires Councils to assess the heritage significance of the heritage item, and take into consideration the extent to which the carrying out of the proposed development would affect the heritage significance of the heritage item.

A heritage impact statement has been submitted as part of this application stating that the proposed development will not have any adverse impact on the heritage significance of the property and no heritage issues have been raised by Council’s heritage adviser.

3. Clause No. 37 (Development in the vicinity of heritage items, heritage conservation areas, archaeological sites or potential archaeological sites)

Clause No 37 of Ashfield LEP requires Council to assess and take into consideration the likely effect of the proposed development on the heritage significance of a heritage item, heritage conservation area, archaeological site or potential archaeological site, and on its setting, when determining an application for consent to carry out development on land in its vicinity.

The proposed development, with the exception of the proposed modifications to the Liverpool entry, will not be visible from Holden Street or Liverpool road and as such will not have any adverse impact on the heritage significance of the heritage items located in the vicinity of the subject site at 1 and 2A Holden Street.

It is considered that the proposal complies with the provisions of the Ashfield LEP 1985.

7.1.2 Regional Environmental Plans

Sydney Regional Environmental Plan (Sydney Harbour Catchment) 2005

It is considered that the carrying out of the proposed development is generally consistent with the objectives of the Plan and would not have any adverse effect on environmental heritage, the visual environment, the natural environment and open space and recreation facilities.

7.1.3 State Environmental Planning Policies

State Environmental Planning Policy No. 55 – Remediation of land

Remediation of the site is not required prior to the carrying out of the proposed development.

- 7.2 The provisions of any Draft Environmental Planning Instrument that is or has been placed on public exhibition and details of which have been notified to the consent authority.

Draft Ashfield Local Environmental Plan 2012 (Draft ALEP 2012) was placed on public exhibition on 27 June 2012 and is a matter for consideration under S79C of the EPA Act 1979. The following compliance table outlines the proposal's performance against the provisions of the Draft instrument.

Draft Ashfield Local Environmental Plan 2012 Summary Compliance Table				
Clause No.	Subject	Standard	Proposed	Compliance
1.2	Aims of Plan	<p>(1) This Plan aims to make local environmental planning provisions for land in Ashfield in accordance with the relevant standard environmental planning instrument under section 33A of the Act.</p> <p>(2) The particular aims of this Plan are as follows:</p> <p>(a) promote the orderly and economic development of the local government area of Ashfield in a manner consistent with the need to protect the environment,</p> <p>(b) retain and enhance the identity of the Ashfield area derived from its role as an early residential suburb with local service industries and retail centres; and containing the first garden suburb of Haberfield,</p> <p>(c) to identify and conserve the environmental and cultural heritage of Ashfield,</p> <p>(d) to provide increased housing choice in locations that have good access to public transport, community facilities and services, retail and commercial services and employment opportunities,</p> <p>(e) to strengthen the viability and vitality of the Ashfield Town Centre as a primary centre for investment, employment, cultural and civic activity, and to encourage a majority of future housing opportunities to be located within and around the centre,</p> <p>(f) to protect the urban character of the Haberfield, Croydon and Summer Hill urban village centres whilst providing opportunities for small scale, infill development that enhances the amenity and vitality of the centres,</p> <p>(g) to encourage the revitalisation of the Parramatta Road corridor in a manner that generates new local employment opportunities, improves the quality and amenity of the streetscape, and does not adversely impact upon adjacent residential areas,</p> <p>(h) to ensure that development has proper regard to environmental constraints and minimises any off and on site impacts on biodiversity, water resources and natural landforms,</p> <p>(i) to require that new development incorporates the principles of ecologically sustainable development and water sensitive urban design.</p>	The proposed development is not considered contrary to the aims or objectives of the Draft Ashfield LEP 2012.	
2.2	Zoning	Zone B4 (Mixed Use)		Yes

Draft Ashfield Local Environmental Plan 2012 Summary Compliance Table				
Clause No.	Subject	Standard	Proposed	Compliance
4.3	Height of buildings	12m	<p>Ashfield Draft LEP 2012 defines building height as follows:</p> <p><i>“building height (or height of building) means the vertical distance between ground level (existing) and the highest point of the building, including plant and lift overruns, but excluding communication devices, antennae, satellite dishes, masts, flagpoles, chimneys, flues and the like”.</i></p> <p>The modifications proposed for the roof of the gaming room will not result in any modifications to the existing building height.</p>	Yes
4.4	Floor space ratio	3.0:1 (300%)	<p>Given that the definition of GFA in the draft LEP 2012 takes measurements from the internal face of the external inclosing walls, the proposed GFA would be less than 1.3:1 (130%).</p>	Yes
5.10	Heritage Conservation	<p>Objectives</p> <p>The objectives of this clause are as follows:</p> <p>(a) to conserve the environmental heritage of Ashfield,</p> <p>(b) to conserve the heritage significance of heritage items and heritage conservation areas, including associated fabric, settings and views,</p> <p>(c) to conserve archaeological sites,</p> <p>(d) to conserve Aboriginal objects and Aboriginal places of heritage significance.</p>		
5.10(5)		<p>The consent authority may, before granting consent to any development:</p> <p>(a) on land on which a heritage item is located, or</p> <p>(b) on land that is within a heritage conservation area, or</p>	<p>The proposed development has been reviewed by Council's heritage adviser and the proposed</p>	Yes

Draft Ashfield Local Environmental Plan 2012 Summary Compliance Table				
Clause No.	Subject	Standard	Proposed	Compliance
		(c) on land that is within the vicinity of land referred to in paragraph (a) or (b), require a heritage management document to be prepared that assesses the extent to which the carrying out of the proposed development would affect the heritage significance of the heritage item or heritage conservation area concerned.	development will not have any adverse impact on the heritage significance of the property or of the area.	

In general, the proposed development achieves the aims and objectives of the provisions of Ashfield draft LEP 2012.

7.3 The provisions of any Development Control Plan.

The proposal has been considered against the provisions of the Ashfield Development Control Plan (DCP) 2007:

C1	ACCESS AND MOBILITY	As part of the proposed development, it is proposed to modify the Liverpool entry closest to adjoining property located at 198 Liverpool Rd to provide an access to people with disabilities in compliance with the relevant Australian Standard. The proposed development has been reviewed by Council's building surveyor - no issues were raised and conditions of consent have been recommended.
C2	ADVERTISEMENTS AND ADVERTISING STRUCTURES	The proposal does not include any advertising structures or any advertisements.
C3	ASHFIELD TOWN CENTRE Refer also to the ASHFIELD TOWN CENTRE STRATEGY that supplements Part C3.	The proposed development involves minor modifications to the Liverpool Road entry to improve its accessibility. In general, the proposed development is consistent with the objectives of Part 6 of section 2 – Part C3 of Ashfield DCP 2007.
C10	HERITAGE CONSERVATION	Refer to comments provided under clause 7.1.1 of this report.
C11	PARKING	Part C11 of Ashfield DCP 2007 provides that no additional parking is required in the Ashfield Town Centre for development that involves existing gross floor area or comprises a change of use of existing gross floor area . The proposed development will result in an increase to the existing gross floor area by extending into the court yard area which is not considered to be gross floor area as defined by

		<p>Clause No. 4 of environmental planning and assessment model provisions 1980.</p> <p>Considering Mr Moore's view in <i>Meerlen Pty Limited v Ashfield Municipal Council [2012] NSWLEC 1264</i>, the additional floor area, is not likely to require the provision of or increase the demand for public amenities or public services. As such, the proposed development is unlikely to require additional car parking spaces given that the number of the gaming machines is not proposed to be increased.</p>
C12	PUBLIC NOTIFICATION IN THE PLANNING PROCESS AND ALL ASPECTS OF LAND MANAGEMENT	See Clause No. 7.7 of this report
ASHFIELD TOWN CENTRE STRATEGY		The proposed development will have no adverse impact on the streetscape or the heritage significance of the existing building and hence will not compromise the character of the Ashfield town centre. The proposed development is consistent with the planning principles of the Ashfield Town Centre Strategy.

It is considered the application complies with the parts as indicated and ultimately achieves the aims and objectives of the Ashfield DCP.

7.4 Any matters prescribed by the regulations that apply to the land to which the development application relates.

These matters have been considered in the assessment of this application.

7.5 The likely impacts of that development, including environmental impacts on both the natural and built environments, and social and economic impacts on the locality.

These matters have been considered as part of the assessment of the development application. It is considered that the proposed development will have no significant adverse environmental, social or economic impacts upon the locality.

7.6 The suitability of the site for the development

These matters have been considered as part of the assessment of the development application.

The proposed development involves the removal of the retractable awning above the two doors, located near the south west corner of the existing court (within which the existing gaming room is proposed to be extended). The retractable awning is proposed to be replaced by a fixed metal clad awning extended above the two doors mentioned above. It

is noted that the new awning is proposed to be constructed in front of an existing glass brick neighbouring window (2A Holden Street) with 900mm setback.

There are no natural hazards or other site constraints that are likely to have a significant adverse impact upon the proposed development. The proposed development is considered suitable in the context of the locality.

7.7 Any submissions made in accordance with this Act or the regulations

The proposal was notified to all adjoining and nearby affected property owners and occupants and Councillors from 11th February 2013 until 28th February 2013.

7.7.1 Summary of submissions

No submissions were received during the notification of the development application.

7.8 The public interest

The proposal satisfies amenity considerations with respect to both site and the neighbouring properties and will have no significant adverse impact on the streetscape. Given the above and the proposal's compliance with the aims and objectives of ALEP 1985 and ADCP 2007, it is not considered that the proposal is acceptable.

8.0 Referrals

8.1 Internal

Heritage Adviser – Comments from Council's Heritage Adviser are included as **Attachment 3**.

The application has been referred to Council's heritage adviser - no issues have been raised.

Building

The application was referred to Council's building surveyor who advises that the technical aspects of compliance with the deemed to satisfy provisions of the BCA and other Australian Standards is the responsibility of the PCA at the CC stage and hence relevant conditions of consent have been provided.

Environmental Health

The application has been referred to Council's Health and Environment Officer - no issues have been raised to the proposed development and conditions of consent have been recommended.

8.2 External

NSW Police

The application has been referred to NSW Police - no issues have been raised. Comments from Ashfield Police are included at **Attachment 4**.

9.0 Other Relevant Matters

Council's stormwater map does not indicate that the subject property is burdened by any Council or Sydney Water stormwater pipes.

10.0 Building Code of Australia (BCA)

A Construction Certificate will be required to be applied for by condition of consent.

Financial Implications

The proposed development will attract contribution levies under S94A of the Environmental Planning and Assessment Act 1979. A relevant condition has been included in the development consent.

Other Staff Comments

See Section 8.1 of this report.

Public Consultation

See Section 7.7 of this report.

Conclusion

The application has been assessed in accordance with the provisions of the EP&A Act 1979 with all matters specified under Section 79C (1) Clauses (a) to (e) having been taken into consideration.

The proposal is acceptable and is therefore recommended for conditional approval.

ATTACHMENTS

Attachment 1	Plans of Proposal	5 Pages
Attachment 2	Locality Map	1 Page
Attachment 3	Heritage Advice	1 Page
Attachment 4	Comments from Ashfield Police	1 Page
Attachment 5	Conditions	8 Pages

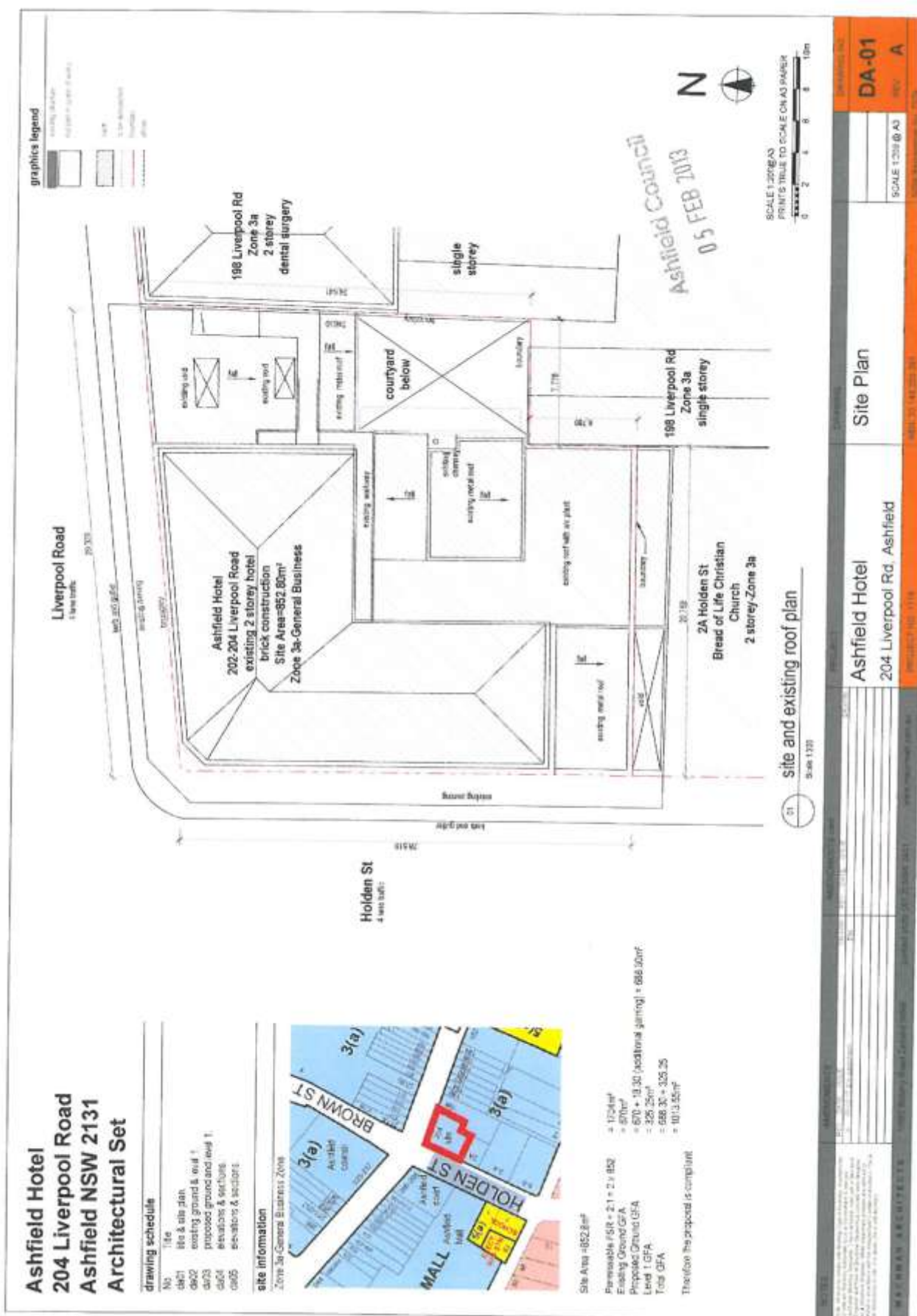
RECOMMENDATION

That Council as the consent authority pursuant to Clause 80(1)(a) of the Environmental Planning and Assessment Act 1979 (as amended) approve Development Application No. 10.2013.18.1 for alterations and additions to Ashfield Hotel including:

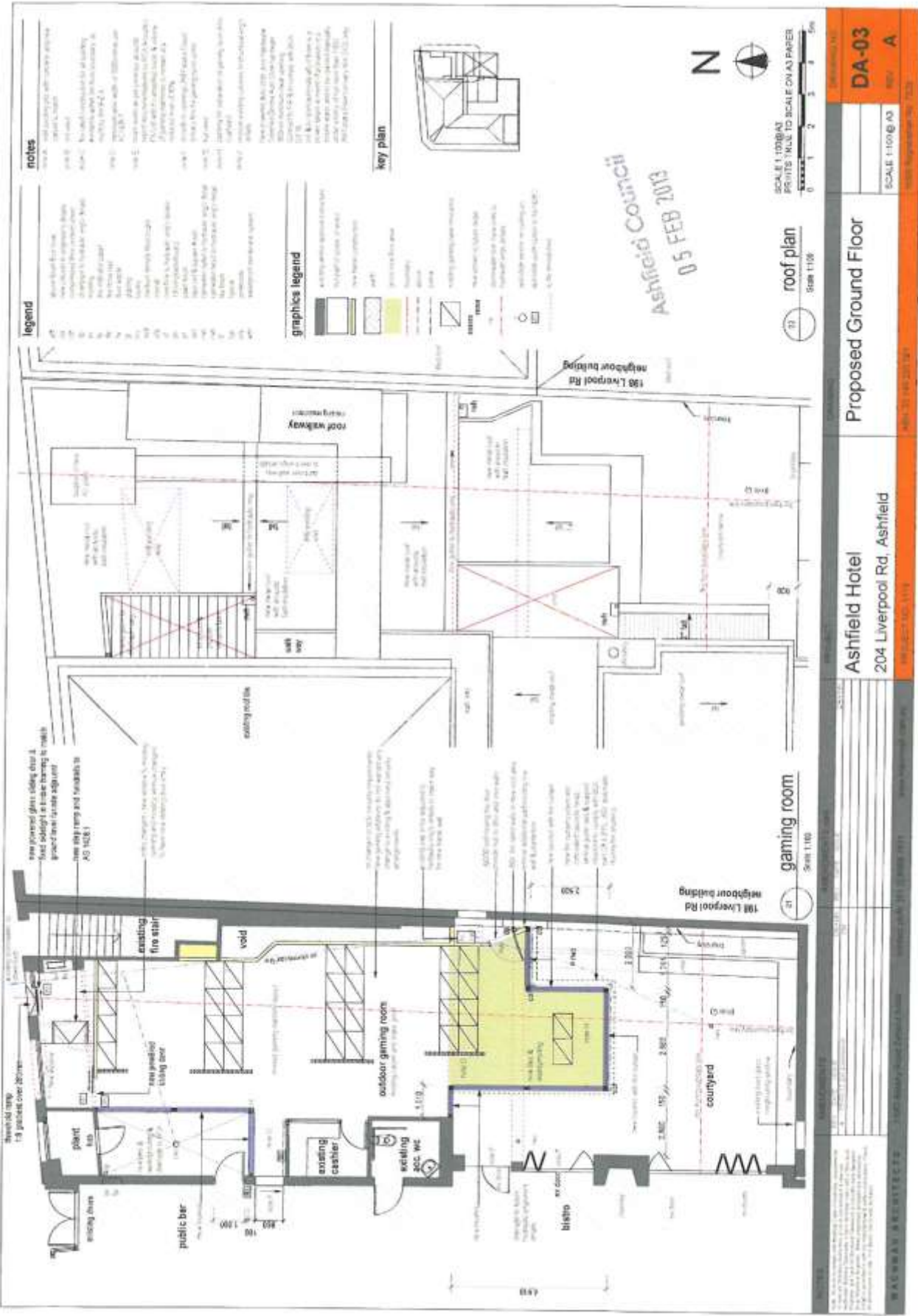
1. Extending the gaming room into existing courtyard;
2. Internal reconfiguration of gaming room;
3. The construction of a new roof over the existing gaming room;
4. Modification to the Liverpool entry closest to adjoining property located at 198 Liverpool Rd; and
5. Replacement of existing retractable awning located above bistro doors fronting internal courtyard with fixed metal clad awning.

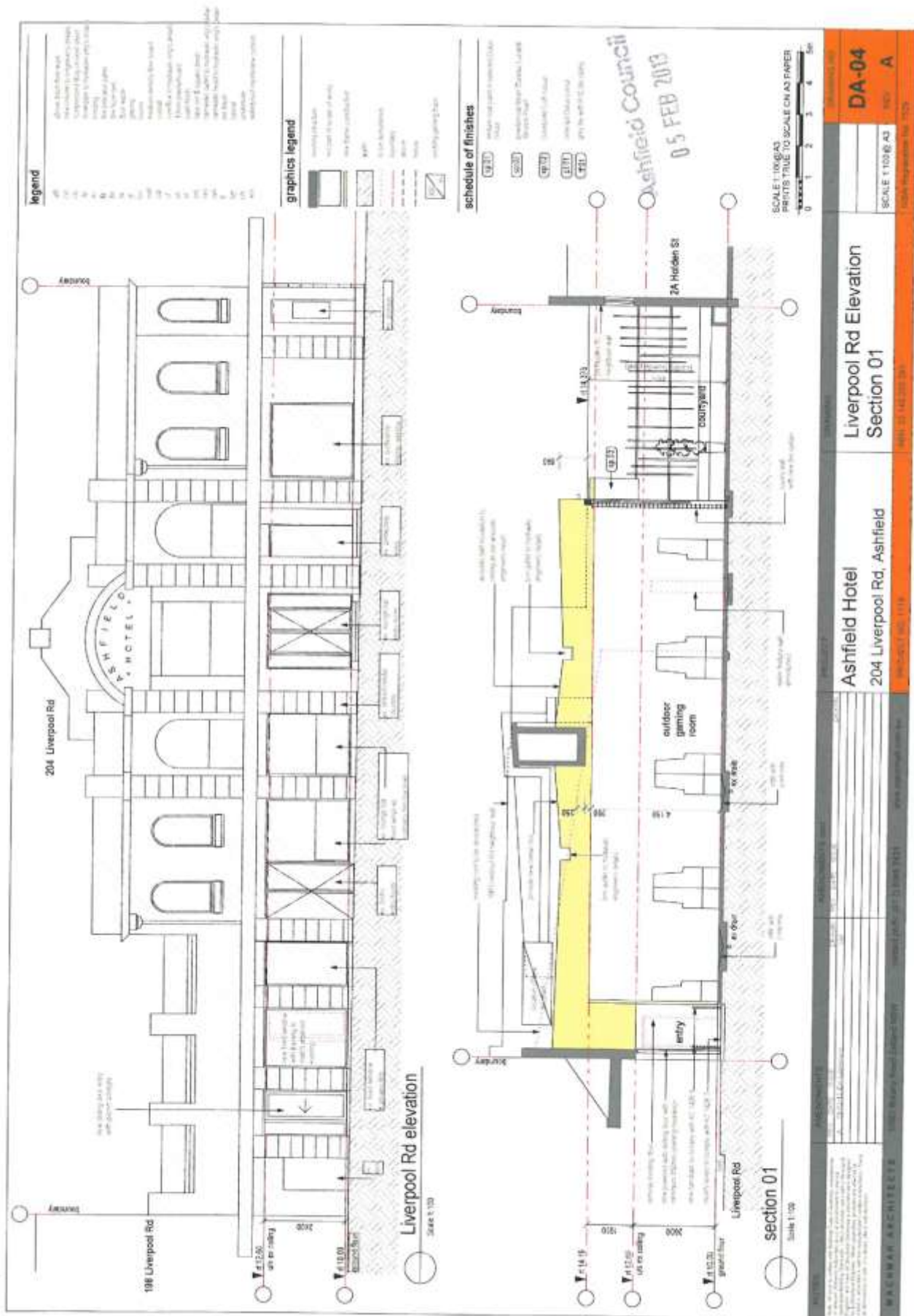
on Lot 100 in DP: 1069001, known as 204 Liverpool Rd, Ashfield, subject to conditions.

PHIL SARIN
Director Planning and Environment

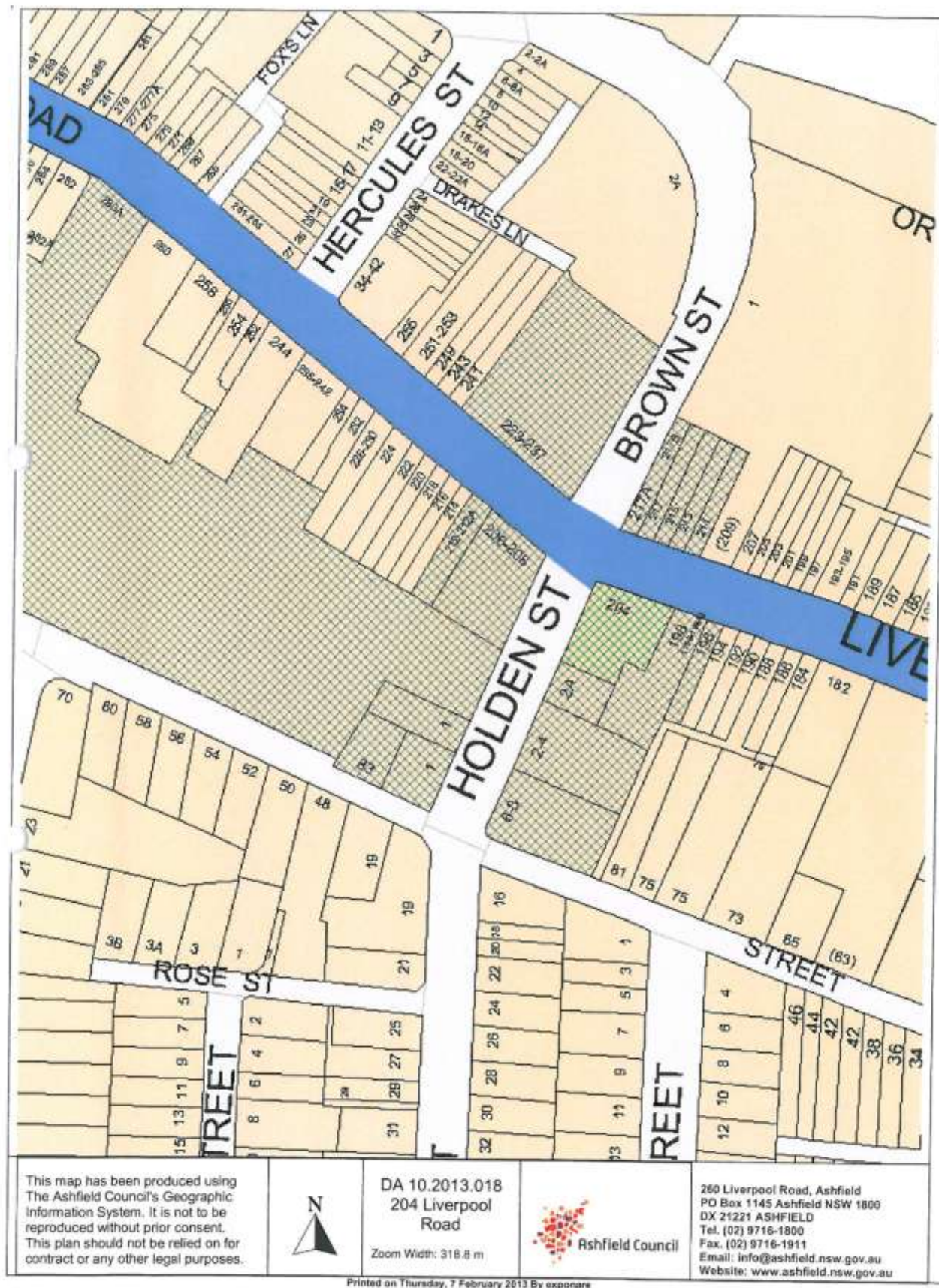














**DEVELOPMENT SERVICES
HERITAGE ADVISOR'S REFERRAL COMMENTS**

ADDRESS:	204 Liverpool Road, Ashfield	File No: 17.2012.277
ADVISOR	Robert Moore	
DATE	5 November 2012	
STATUS	HI	
DESCRIPTION	Alts and ads to Ashfield Hotel	
PREVIOUS COMMENTS		

The application has been reviewed in respect of heritage issues and has been assessed as follows:

<input checked="" type="checkbox"/>	Acceptable as lodged
<input type="checkbox"/>	Acceptable with the following Conditions of Consent Applied: •
<input type="checkbox"/>	Acceptable with the following amendments to the application: <input type="checkbox"/> Application to be returned to Heritage Advisor for review after amendments <input type="checkbox"/> Planner may assess amendments
<input type="checkbox"/>	Additional information is required as follows:
<input type="checkbox"/>	Not acceptable
Discussion: While it is regrettable that the attractive courtyard formed in well considered amendments to the hotel some years ago is to be further diminished, there are no heritage impacts consequent to the proposal.	


Robert Moore



204 Liverpool Road, Ashfield
Angela Vergopoulos

to:

daisy

08/03/2013 08:41 AM

Hide Details

From: Angela Vergopoulos <verglang@police.nsw.gov.au>

To: daisy@ashfield.nsw.gov.au,

Good Morning Daisy,

Ashfield Police have perused the application for alterations to the Ashfield Hotel and also conducted a site inspection.

We do not foresee any issues with this application and consent to it's approval.

Please do not hesitate to contact me if you wish to discuss further.

Kind regards,

Angela VERGOPOULOS
Constable
Ashfield LAC
Ph: 9797 4099

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you are requested to conduct a virus scan as well. No liability is accepted for any loss or damage resulting from a computer virus, or resulting from a delay or defect in transmission of this email or any attached file. This email does not constitute a representation by the NSW Police Force unless the author is legally entitled to do so.

CONDITIONS
DA 2013.018.1
204 LIVERPOOL ROAD ASHFIELD 2131

A General Conditions

(1) Approved plans stamped by Council

The development must be carried out only in accordance with the plans and specifications set out on drawing numbers:

- DA – 01 REV A – Site Plan;
- DA – 02 REV A – Existing Plans & Demolition;
- DA – 03 REV A – Proposed Ground Floor;
- DA – 04 REV A – Liverpool Rd Elevation Section1;
- DA – 05 REV A – Sections.

prepared by Macmah Architects and date stamped by Council 05th February 2013 and any supporting documentation received with the application, except as amended by the conditions specified hereunder.

(2) Compliance with BCA

All works are to comply with the relevant Building Codes of Australia and/or Australian Standard requirements.

(3) Encroachments

This approval is not to be construed as approving any encroachment on any adjoining private or public property including Council's own land, all works are to be carried out entirely within the subject site.

(4) Noise

The proposed development is to comply with the recommendations included in the Noise Impact Assessment report prepared by SLR Consulting Australia Pty Ltd – Report number 610.07939.05653 dated 29 July 2011.

(5) Smoke-free Environment

All areas within the Ashfield Hotel shall at all times comply with the requirements of the 'smoke free areas – enclosed public places' as required by the Smoke- free Environment Act 2000 & Smoke – free Environment Regulations 2007.

(6) Structural Engineering Certificate

A structural engineering certificate prepared by a qualified structural engineer, certifying that the proposed development will not affect the structural integrity of the building, is to be submitted to the Principal Certifying Authority prior to the release of the Construction Certificate.

(7) CCTV footage

CCTV footage is to be operational in this room to ensure the safety of patrons using the gaming facilities and to protect the assets in the room from tampering/theft and malicious damage.

(8) Exit signs

Exit signs are to be illuminated and installed at all exit point where they can be clearly seen. All exit points are to be provided with adequate lighting.

(9) Section 94A Contributions

Pursuant to Section 94A of the Environmental Planning and Assessment Act 1979 and Ashfield Council's Section 94A Development Contribution Plan 2009, a contribution of \$900.00 shall be paid to Ashfield Council prior to the release of the Construction Certificate. Copies of receipts confirming the contribution has been paid are to be provided to the Principal Certifying Authority.

The amount to be paid is to be adjusted at the time of the actual payment, in accordance with the provisions of Ashfield Council's Section 94A Development Contribution Plan 2009.

(10) Maximum Number of gaming machines

The number of gaming machines approved by this application is a maximum of 30 machines.

(11) Approved use

The premises shall continue to operate in accordance with Development Consent No. 10.2003.76 and any subsequent amendments, particularly in terms of staff numbers, operating hours and delivery times.

B Design Changes

nil

C Conditions that must be satisfied prior to issuing/releasing a Construction Certificate

(1) Construction and Site Management Plan

Prior to the issue of a Construction Certificate the applicant shall submit to Council or the accredited certifier a construction and site management plan that clearly sets out the following:

- (a) what actions and works are proposed to ensure safe access to and from the site and what protection will be provided to the road and footpath area from building activities, crossings by heavy equipment, plant and materials delivery, or static loads from cranes, concrete pumps and the like,
- (b) the proposed method of loading and unloading excavation machines, building materials, formwork and the erection of any part of the structure within the site,
- (c) the proposed areas within the site to be used for the storage of excavated material, construction materials and waste and recycling containers during the construction period,
- (d) how it is proposed to ensure that soil/excavated material is not transported on wheels or tracks of vehicles or plant and deposited on surrounding roadways,
- (e) the proposed method of support to any excavation adjacent to adjoining properties, or the road reserve. The proposed method of support is to be designed by a chartered Civil Engineer or an accredited certifier.

Where it is proposed to:

- pump concrete from within a public road reserve or laneway, or

- stand a mobile crane within the public road reserve or laneway, or
- use part of Council's road/footpath area,
- pump stormwater from the site to Council's stormwater drains, or
- store waste and recycling containers, skip, bins, and/or building materials on part of Council's footpath or roadway,

An Activity Application for a construction zone, a pumping permit, an approval to stand a mobile crane or an application to pump water into a public road, together with the necessary fee shall be submitted to Council and approval obtained before a Construction Certificate is issued.

Note: A separate application to Council must be made for the enclosure of a public place (hoarding).

(2) Long service levy

Compliance with Section 109F of the Environmental Planning and Assessment Act 1979 – payment of the long service levy under Section 34 of the Building and Construction Industry Long Service Payments Acts 1986 – is required. All building works in excess of \$25,000.00 are subject to the payment of a Long Service Levy fee. A copy of the receipt for the payment of the Long Service Levy shall be provided to the Principal Certifying Authority (PCA) prior to the issue of a Construction Certificate. Payments can be made at Long Service Payments Corporation offices or most Councils.

(3) Damage deposit/footpath, road, kerb and gutter

A Damage Deposit of **\$3,000** is to be submitted prior to the release of the Construction Certificate covering repair and/or replacement of adjoining footpath, road shoulder, road pavement, kerbing and guttering both outside the subject site and the surrounding area. This is to be paid to Council and may be refunded subject to satisfactory completion of construction or demolition.

This Damage Deposit covers unforeseen damage to the above property by construction vehicles, skip bins, construction methods etc. Note: Should repair works or maintenance be required on Council land, a Road Opening Permit must be obtained before those works take place.

Bank Guarantees are accepted in lieu of any Council security deposit/bond subject to the following:

- A charge equal to the value multiplied by the current "overdue rates interest charge" be levied, per month or part thereof, with a minimum charge of three months is to be paid upon lodgement.
- Any remaining charge is to be calculated at the prevailing "overdue rates interest rate" for each month or part thereof beyond the original three months that the Bank Guarantee was held, and paid prior to its release.
- Any costs incurred in the acceptance, administration or release of such Bank Guarantees be on-charged to the entity claiming the release of such Bank Guarantee, and that these amounts be paid prior to its release.
- At the time of lodgement, Council will seek verification of the Bank Guarantee. Please provide contact details for the branch (phone number and officer) to assist with verification of the bona fides of the Bank Guarantee.

Until all items above are completed, no documents or usage sought from Council by the party lodging the Bank Guarantee can be issued. Please allow a minimum of 2 business days for this process.

(4) Footpath/laneway – photographs to be submitted

Prior to the release of the Construction Certificate, the applicant shall lodge with Council photographs of the roadway and footpath at the property indicating the state of the relevant pavements. At the completion of construction, again at the expense of the applicant, a new set of photographs is to be taken to determine the extent, if any, of any damage, which has occurred to the relevant pavements. If any damage has occurred, the applicant shall meet the full cost to repair or reconstruct these damaged areas to Council's relevant standard. Failure to do this will result in the applicant being held accountable for the cost of all repair works in the area near / at the site

D Conditions that must be complied with before work commences

(1) Requirement for a Construction Certificate

In accordance with the provisions of Section 81A of the *Environmental Planning and Assessment Act 1979* the erection of a building and/or construction works must not commence until:

- (a) detailed plans and specifications of the building have been endorsed with a Construction Certificate by:
 - (i) Council; or
 - (ii) an accredited certifier; and
- (b) a principal certifying authority (PCA) has been appointed and the Council has been notified in writing of the appointment, and
- (c) at least two days notice, in writing, has been given to Council of the intention to commence work.

The documentation required under this condition shall show that the proposal complies with all development consent conditions and the *Building Code of Australia*.

Note: If the principal certifying authority is the Council, the appointment will be subject to the payment of a fee for the service to cover the cost of undertaking building work and / or civil engineering inspections.

WARNING: Failure to obtain a Construction Certificate prior to the commencement of any building work is a serious breach of Section 81A(2) of the *Environmental Planning & Assessment Act 1979*. It is a criminal offence that attracts substantial penalties and may also result in action in the Land and Environment Court and orders for demolition.

(2) Inspections required by Principal Certifying Authority

Inspections shall be carried out at different stages of construction by Council or an accredited certifier. If Council is selected as the Principal Certifying Authority (PCA) the inspection fees must be paid for in advance which will be calculated at the rate applicable at the time of payment.

(3) Structural Engineering Details

Structural engineer's details prepared and certified by a practising structural engineer for all reinforced concrete and structural members is to be submitted to the Principal Certifying Authority for approval.

(4) Erosion, dust, topsoil and sediment control

Temporary measures shall be provided during construction e.g. bunding, shade cloth to prevent dust leaving the site, sandbags around Council/private stormwater pits etc. in order to prevent sediment, dust, topsoil and polluted waters discharging from the site. Plans showing such measures shall be submitted and approved by Council prior to the release of the Construction Certificate.

(5) Notice of Commencement – Notification of Works

Work must not commence until the Principal Certifying Authority or the person having the benefit of the development consent has given Notification in Writing to Council no later than two days before the building work commences.

(6) Garbage skips on Council land - Council approval

Bulk refuse bins or garbage skips shall not be placed on grass verge, footpath or roadway without Council permission. Application forms and details of applicable fees are available from Council's Customer Service on telephone 9716 1800.

(7) Sydney Water approval

The approved plans must be submitted to a Sydney Water Quick Check agent to determine whether the development will affect any Sydney Water wastewater and water mains, stormwater drains and/or easement, and if any requirements need to be met.

Please refer to the web site www.sydneywater.com.au for:

- Quick Check agents details- see Building and Developing then Quick Check and
- Guidelines for Building Over/Adjacent to Sydney Water Assets- see Building and Developing then Building and renovating

or telephone 13 20 92

E Conditions that must be complied with during construction or demolition

(1) Building materials - storage/placement on footpath/roadway - Council approval

All building materials shall be stored wholly within the property boundaries and shall not be placed on the footpath, grass verge or roadway without prior written approval of Council.

Bulk refuse bins shall not be placed on the grass verge, footpath or roadway without Council permission. Application forms and details of applicable fees are available from Council's One Stop Shop telephone 9716 1800.

(2) Signs to be erected on building and demolition sites

- (1) A sign must be erected in a prominent position on any work site on which work involved in the erection or demolition of a building is being carried out:
 - (a) stating that unauthorised entry to the work site is prohibited; and
 - (b) showing the name and address of the contractor for the building work and the person in charge of the work site and a telephone number at which the person may be contacted outside working hours; and
 - (c) showing the name, address and telephone number of the Principal Certifying Authority appointed for the building works.
- (2) Any sign shall be maintained and not removed until work has been finished.

(3) Demolition/excavation/construction - hours of work

Demolition, excavation and construction work, including loading and unloading of materials and machinery, shall be restricted to between the hours of 7.00 am to 6.00 pm, Monday to Friday and from 7.00 am to 1.00 pm on Saturday. Work is prohibited on Sundays, and on public holidays.

(4) Safety Glazing - BCA

Safety glazing complying with B1 of the Building Code of Australia (BCA) is to be used in every glazed door or panel that is capable of being mistaken for a doorway or unimpeded path of travel. The glazing must comply with AS 1288:2006 'Glass in Buildings – Selection and Installation'.

Framed panels or doors enclosing or partially enclosing a shower or bath shall be glazed with "A" or "B" grade safety glazing material in accordance with AS 1288 and Part 3.6.4 of the BCA.

(5) Footpath, kerb and gutter protection

The applicant is to take all precautions to ensure footpaths and roads are kept in a safe condition and to prevent damage to Council's property.

Pedestrian access across this footpath must be maintained in good order at all times during work. Any damage caused will be made good by Council at Council's restoration rates, at the applicant's expense.

(6) Road opening permit – Council controlled lands

A road opening permit shall be obtained for all works carried out in public or Council controlled lands. Contact Council's Infrastructure Services Department for details.

(7) Roof guttering and drainage system/disposal of stormwater

The roof area for all the external additions shall be provided with a complete guttering and drainage system in accordance with condition E(8). Roof water shall be disposed of by approved drainage lines discharging into the street gutter.

(8) Guttering Requirements - BCA

The roof shall be provided with a guttering system in accordance with the provisions of Part 3.5.2 "Gutters and Downpipes" of the BCA and AS/NZS3500.5 – 2000.

We advise that the Dept of Planning has advised in circular BS 08-001 that the use of high-front guttering has been associated with water penetration into the building and non compliance with the standard.

On completion of the works, a qualified plumber shall furnish the Principal Certifying Authority a certificate certifying that the guttering system complies with Part 3.5.2 of the BCA and AS/NZS3500.5 – 2000.

(9) Demolition requirements/standards

Demolition is to be carried out in accordance with the following:

- The property is to be secured to prohibit unauthorised entry.
- Any demolition on the site is to be conducted in strict accordance with, but not limited to, sections 1.5, 1.6, 1.7, 3.1 and 3.9 of the AS 2601 - 1991, demolition of structures,

and any requirements of the Workcover Authority. The following measures must be undertaken for hazardous dust control:

- Hazardous dust must not be allowed to escape from the site or contaminate the immediate environment. The use of fine mesh dust proof screens, wet-lead safe work practices, or other measures is required.
- All contractors and employees directly involved in the removal of hazardous dusts and substances shall wear protective equipment conforming to AS 1716 Respiratory Protective Devices and shall adopt work practices in accordance with WorkSafe Requirements (in particular the WorkSafe standard for the *Control of Inorganic Lead At Work* (NOHSC: 1012, 1994) and AS 2641, 1998).
- Any existing accumulations of dust (eg; ceiling voids and wall cavities must be removed by the use of an industrial vacuum fitted with a high efficiency particulate air (HEPA) filter and disposed of appropriately.
- All dusty surfaces and dust created from work is to be suppressed by a fine water spray. Unclean water from the suppressant spray is not to be allowed to enter the street gutter and stormwater systems.
- Demolition is not to be performed during high winds that may cause dust to spread beyond the site boundaries without adequate containment.
- All lead contaminated material, if any, is to be disposed of in accordance with the NSW Environment Protection Authorities requirements.
- Construction and demolition waste, particularly timber, bricks and tiles, concrete and other materials need not be disposed of- they can be recycled and resold if segregated properly from any hazardous waste contamination.

(10) Termite treatment

Treatment for the protection of the building from subterranean termites shall be carried out in accordance with AS 3660.1:2000 'Protection of Buildings from Subterranean Termites'.

On completion of the installation of the barrier the Principal Certifying Authority shall be furnished with a certificate from the person responsible, stating that the barrier complies with AS 3660.1.

A durable notice shall be permanently fixed to the building in a prominent location, such as the meter box or the like indicating:

- the method of protection;
- the date of installation;
- where a chemical barrier is used, its life expectancy as listed on the National Registration Authority label; and
- the need to maintain and inspect the system on a regular basis.

Due to the present limited effective life of soil chemical treatments, Council does not permit hand spraying as a stand alone method of termite protection. It is recommended that any soil chemical treatment should embrace a reticulation system.

F Conditions that must be complied with prior to installation of services

nil

G Conditions that must be complied with before the building is occupied

(1) Approval to use/occupy building

The building or any part thereof must not be used or occupied until an Occupation Certificate has been obtained from the Principal Certifying Authority.

Note: If Council is chosen as the Principal Certifying Authority a fee is applicable prior to the release of the Construction Certificate.

H Conditions that are ongoing requirements of development consents

(1) Retain amenity

The use is to be conducted at all times without interference to the amenity of the area.

I Advisory Notes

(1) Modifications to your consent - prior approval required

Works or activities other than those authorised by the approval including changes to building configuration or use will require the submission and approval of an application to modify the consent under Section 96 of the *Environmental Planning & Assessment Act 1979*. You are advised to contact Council immediately if you wish to alter your approved plans or if you cannot comply with other requirements of your consent to confirm whether a Section 96 modification is required.

Warning: There are substantial penalties prescribed under the *Environmental Planning and Assessment Act 1979* for breaches involving unauthorised works or activities.

(2) Occupational health and safety

All site works must comply with the occupational health and safety requirements of the NSW Work Cover Authority.

(3) Structure

It should be noted that the structural design and the calculations have not been checked by Council; It is to be clearly understood by the applicant and any person concerned that the applicant and the engineer undertaking the design in the approved plans herewith/Construction Certificate Plan, are fully responsible for the structural adequacy of the structural design.

(4) Ausgrid requirements

Ausgrid requires that prior to any electrical work commencing onsite, an Application for Connection and Supplementary Application for Connection form to be submitted to Ausgrid for:

- The connection of **new** electrical installation to Ausgrid's network;
- A proposed **increase** in the electrical demand of an existing connection requiring an increase in the capacity of the service connection;
- An **alteration** to the electricity metering arrangements of an existing installation;
- A proposed alteration to an electrical installation, not included above, that requires the submission of a Supplementary Application for Connection

Subject	RESPONSIBLE ACCOUNTING OFFICER'S MONTHLY REPORT - FEBRUARY 2013
File Ref	RAO/FEB'13
Prepared by	Myooran Vinayagamoorthy - Chief Financial Officer
Reasons	To evidence that Council's budgetary controls are operating and whether any material differences have been identified.

Overview of Report

This is a standard report containing a certification from the Responsible Accounting Officer that the monthly budget review has occurred and to report any material differences.

Background

Clause 202 of the Local Government (General) Regulation 2005 states:

The responsible accounting officer of a council must:

- (a) establish and maintain a system of budgetary control that will enable the council's actual income and expenditure to be monitored each month and to be compared with the estimate of the council's income and expenditure, and
- (b) If any instance arises where the actual income or expenditure of the council is materially different from its estimated income or expenditure, report the instance to the next meeting of the council.

Although the Regulations only require a report if a material difference exists, Council's Chief Financial Officer provides a monthly report certifying that a budgetary review has occurred to provide Council with a higher degree of confidence that the system of budgetary controls are operating effectively.

Certification by the Responsible Accounting Officer:

A comparison of Council's actual income and expenditure with its estimated income and expenditure for the period 1 February to 28 February 2013 has been performed and there were no material differences to report.

Financial Implications

There are no financial implications from this report.

Other Staff Comments

Nil

Public Consultation

Nil

Conclusion

The monthly budgetary review has been performed and there are no material differences to report.

ATTACHMENTS

There are no supporting documents for this report.

RECOMMENDATION

That this report be noted.

NELLETT KETTLE
Director Corporate & Community Services

Subject	INVESTMENT REPORT FEBRUARY 2013
File Ref	Financial Management/Investment Report/Investments
Prepared by	Myooran Vinayagamoorthy - Chief Financial Officer
Reasons	Legislative Requirement
Objective	To report the balance of investments as at 28 February 2013

Overview of Report

In accordance with the requirements of Clause 212 of the Local Government (General) Regulation 2005, Council is provided with a listing of all investments made pursuant to Section 625 of the Local Government Act 1993 and held as at 28 February 2013.

Background

Clause 212 of the Local Government (General) Regulation 2005 requires that a report be presented to Council each month listing all investments with certification from the Responsible Accounting Officer.

Investment Balances

Council's cash at bank and investments as at 28 February 2013 amounted to \$22,360,845.35. It should be noted that the amount currently invested represents all of Council's external and internal restrictions (i.e. grants, section 94 funds, loans, etc) as well as cash flow requirements.

The movement of cash and investments during the month of February 2013 is as follows:

Cash at Bank and Investments as at 31 Jan 2013	\$20,279,542.38
Increase/ (Decrease) during the month of Feb 2013	<u>\$ 2,081,302.97</u>
Cash at Bank and Investments as at 28 Feb 2013	<u>\$22,360,845.35</u>

Represented By:

Book Value of Investments	\$20,544,234.15
Cash at Bank	<u>\$ 1,816,611.20</u>
	<u>\$22,360,845.35</u>

Receipts for the month of February exceeded payments because the third instalment of Rates and Annual Charges was due on 28 February 2013. Council also received the third instalment of the Financial Assistance Grant of \$142,657.

Return on Investment

The following tables show the return on investment of Council's funds over a range of periods. Fluctuations in monthly returns occur due to the quarterly receipt of CDO income and the annual adjustment of the fair value of the CDO.

Date	Monthly Return*	Quarterly Return*	Annual Return*	Two Years Return*	Three Years Return*
28/02/2013	3.62%	4.24%	4.70%	5.36%	5.73%
31/01/2013	4.70%	4.44%	4.89%	5.38%	5.79%
31/12/2012	4.45%	4.53%	4.91%	5.44%	5.80%
30/11/2012	4.16%	4.49%	5.06%	5.63%	5.82%
31/10/2012	5.03%	4.41%	5.09%	5.65%	5.82%
30/09/2012	4.30%	4.34%	5.03%	5.60%	5.77%
31/08/2012	3.94%	5.25%	5.21%	5.77%	5.79%
31/07/2012	4.90%	5.77%	5.27%	5.76%	5.75%
30/06/2012	7.18%	5.59%	5.21%	5.50%	5.69%
31/05/2012	5.13%	4.98%	5.54%	6.40%	4.83%
30/04/2012	4.04%	5.21%	5.66%	6.38%	4.78%
31/03/2012	5.69%	5.51%	6.01%	6.38%	4.79%
29/02/2012	5.75%	5.72%	6.20%	6.33%	4.85%

* Returns are calculated based on the closing monthly balance of cash & investments.

The average yield on the short term portfolio for February 2013 was 4.31% whilst the comparative benchmark yield for 90 days bank swap rates was 2.97%.

The interest on investments as at 28 February 2013 is \$591,528.

The market value of Aphex Pacific Capital CDO as at 28 February 2013 as per the reports provided by Australia and New Zealand Group Limited is \$137,088. This is an increase of \$7,528 from the previous month market value.

Other Staff Comments

Nil

Public Consultation

Nil

Conclusion

I certify that the investments have been made in accordance with the Local Government Act 1993 (as amended), the Local Government (General) Regulation 2005 and the Council's Investment Policy adopted 23/08/2011 at the Budget and Operations Review Committee meeting.

ATTACHMENTS

Attachment 1	Investment Portfolio February 2013	2 Pages
Attachment 2	Investment Graph Feb2013	1 Page
Attachment 3	ANZ CDO Report Feb2013	10 Pages
Attachment 4	Interest Income Feb2013	1 Page

RECOMMENDATION

That the investment report be received and noted.

NELLETT KETTLE
Director Corporate & Community Services

INVESTMENT PORTFOLIO BY ASSET CLASS AS AT 28 February 2013

DATE OF INVESTMENT	DATE OF MATURITY	DAYS	YIELD/ COUPON%	WITH WHOM INVESTED	DEPOSIT TYPE	ISSUER RATING	PERCENTAGE OF PORTFOLIO	ORIGINAL INVESTMENT	Investment Value shown in Financial Statement as at 31/01/2013	MONTH END MARKET VALUE
Interest Bearing Securities (Issued by non-ADIs)										
12-Jul-07	22-Dec-14	2720	5.09%	APHEX PACIFIC CAPITAL	Floating Rate CDO	N/R	1.21%	\$251,135.00	\$40,234.66	\$129,559.73
							1.21%	\$251,135.00	\$40,234.66	\$129,559.73
Liquids , Cash & Accruals (Invested with ADIs)										
16-Nov-12	6-Mar-13	110	4.40%	GATEWAY CU	Term Deposit	N/R	2.41%	\$500,000.00	\$500,000.00	\$506,630.14
21-Nov-12	6-Mar-13	105	4.48%	IMB	Term Deposit	N/R	2.41%	\$500,000.00	\$500,000.00	\$506,443.84
21-Nov-12	13-Mar-13	112	4.38%	PEOPLES CHOICE	Term Deposit	N/R	2.41%	\$500,000.00	\$500,000.00	\$506,720.00
28-Nov-12	13-Mar-13	105	4.36%	B&E LTD	Term Deposit	N/R	2.41%	\$500,000.00	\$500,000.00	\$506,271.23
28-Nov-12	20-Mar-13	112	4.34%	COMMUNITY CPS	Term Deposit	N/R	2.41%	\$500,000.00	\$500,000.00	\$506,658.63
30-Nov-12	20-Mar-13	110	4.55%	COMMUNITY FIRST	Term Deposit	N/R	2.41%	\$500,000.00	\$500,000.00	\$506,856.16
30-Nov-12	27-Mar-13	117	4.55%	COMMUNITY FIRST	Term Deposit	N/R	2.41%	\$500,000.00	\$500,000.00	\$507,292.47
3-Dec-12	27-Mar-13	114	4.30%	NEWCASTLE PERMANENT	Term Deposit	N/R	2.41%	\$500,000.00	\$500,000.00	\$506,715.07
3-Dec-12	3-Apr-13	121	4.30%	ROCK BS	Term Deposit	N/R	2.41%	\$500,000.00	\$500,000.00	\$507,210.27
5-Dec-12	3-Apr-13	119	4.44%	RAILWAYS CU	Term Deposit	N/R	2.41%	\$500,000.00	\$500,000.00	\$507,237.81
4-Jan-13	3-Apr-13	89	4.20%	ROCK BS	Term Deposit	N/R	2.41%	\$500,000.00	\$500,000.00	\$505,120.55
23-Jan-13	8-Apr-13	75	4.20%	BANKWEST	Term Deposit	N/R	2.41%	\$500,000.00	\$500,000.00	\$504,315.07
23-Jan-13	8-Apr-13	75	4.20%	BANKWEST	Term Deposit	N/R	2.41%	\$500,000.00	\$500,000.00	\$504,315.07
7-Dec-12	10-Apr-13	124	4.50%	BENDIGO/ADELAIDE	Term Deposit	N/R	2.41%	\$500,000.00	\$500,000.00	\$507,643.84
12-Dec-12	10-Apr-13	119	4.50%	POLICE CU SA	Term Deposit	N/R	2.41%	\$500,000.00	\$500,000.00	\$507,335.62
12-Dec-12	17-Apr-13	126	4.30%	POLICE & NURSES CU	Term Deposit	N/R	2.41%	\$500,000.00	\$500,000.00	\$507,421.92
19-Dec-12	17-Apr-13	119	4.40%	RAILWAYS CU	Term Deposit	N/R	2.41%	\$500,000.00	\$500,000.00	\$507,172.60
19-Dec-12	24-Apr-13	126	4.26%	GATEWAY CU	Term Deposit	N/R	2.41%	\$500,000.00	\$500,000.00	\$507,352.88
4-Jan-13	24-Apr-13	110	4.55%	HERITAGE BANK	Term Deposit	N/R	4.82%	\$1,000,000.00	\$1,000,000.00	\$1,013,712.33
3-Jan-13	1-May-13	118	4.18%	INVESTEC	Term Deposit	N/R	4.82%	\$1,000,000.00	\$1,000,000.00	\$1,013,513.42
4-Jan-13	1-May-13	117	4.32%	BENDIGO/ADELAIDE	Term Deposit	N/R	2.41%	\$500,000.00	\$500,000.00	\$506,923.84
9-Jan-13	8-May-13	119	4.30%	IMB	Term Deposit	N/R	2.41%	\$500,000.00	\$500,000.00	\$507,009.59
9-Jan-13	8-May-13	119	4.30%	B & E BANK	Term Deposit	N/R	2.41%	\$500,000.00	\$500,000.00	\$507,009.59
16-Jan-13	15-May-13	119	4.75%	COMMUNITY FIRST	Term Deposit	N/R	2.41%	\$500,000.00	\$500,000.00	\$507,743.15
16-Jan-13	15-May-13	119	4.55%	BANK OF QLD	Term Deposit	N/R	2.41%	\$500,000.00	\$500,000.00	\$507,417.12
30-Jan-13	22-May-13	112	4.45%	BANK OF QLD	Term Deposit	N/R	2.41%	\$500,000.00	\$500,000.00	\$506,827.40
1-Feb-13	15-May-13	103	4.20%	NEWCASTLE PERMANENT	Term Deposit	N/R	2.41%	\$500,000.00	\$500,000.00	\$505,926.03
1-Feb-13	22-May-13	110	3.99%	SGE CU	Term Deposit	N/R	2.41%	\$500,000.00	\$500,000.00	\$506,012.33
6-Feb-13	29-May-13	112	4.11%	IMB	Term Deposit	N/R	2.41%	\$500,000.00	\$500,000.00	\$506,305.75
13-Feb-13	29-May-13	105	4.27%	ME BANK	Term Deposit	N/R	2.41%	\$500,000.00	\$500,000.00	\$506,141.78
13-Feb-13	5-Jun-13	112	4.24%	ING	Term Deposit	N/R	2.41%	\$500,000.00	\$500,000.00	\$506,505.21
20-Feb-13	12-Jun-13	112	4.25%	ING	Term Deposit	N/R	2.41%	\$500,000.00	\$500,000.00	\$506,520.55
20-Feb-13	5-Jun-13	105	4.27%	ME BANK	Term Deposit	N/R	2.41%	\$500,000.00	\$500,000.00	\$506,141.78
27-Feb-13	12-Jun-13	105	4.02%	COMMUNITY CPS	Term Deposit	N/R	2.41%	\$500,000.00	\$500,000.00	\$505,782.19
27-Feb-13	19-Jun-13	112	4.18%	PEOPLES CHOICE	Term Deposit	N/R	2.41%	\$500,000.00	\$500,000.00	\$506,413.15
28-Feb-13	27-Aug-13	180	4.20%	COMMONWEALTH	Term Deposit	N/R	4.82%	\$1,000,000.00	\$1,000,000.00	\$1,020,712.33
1-Feb-13	28-Feb-13	28	3.00%	CBA BUSINESS SAVER	11AM	N/R	4.84%	\$1,003,999.49	\$1,003,999.49	\$1,003,999.49
							98.79%	\$20,503,999.49	\$20,503,999.49	\$20,769,330.20
							100.00%	\$20,755,134.49	\$20,544,234.15	\$20,898,889.93

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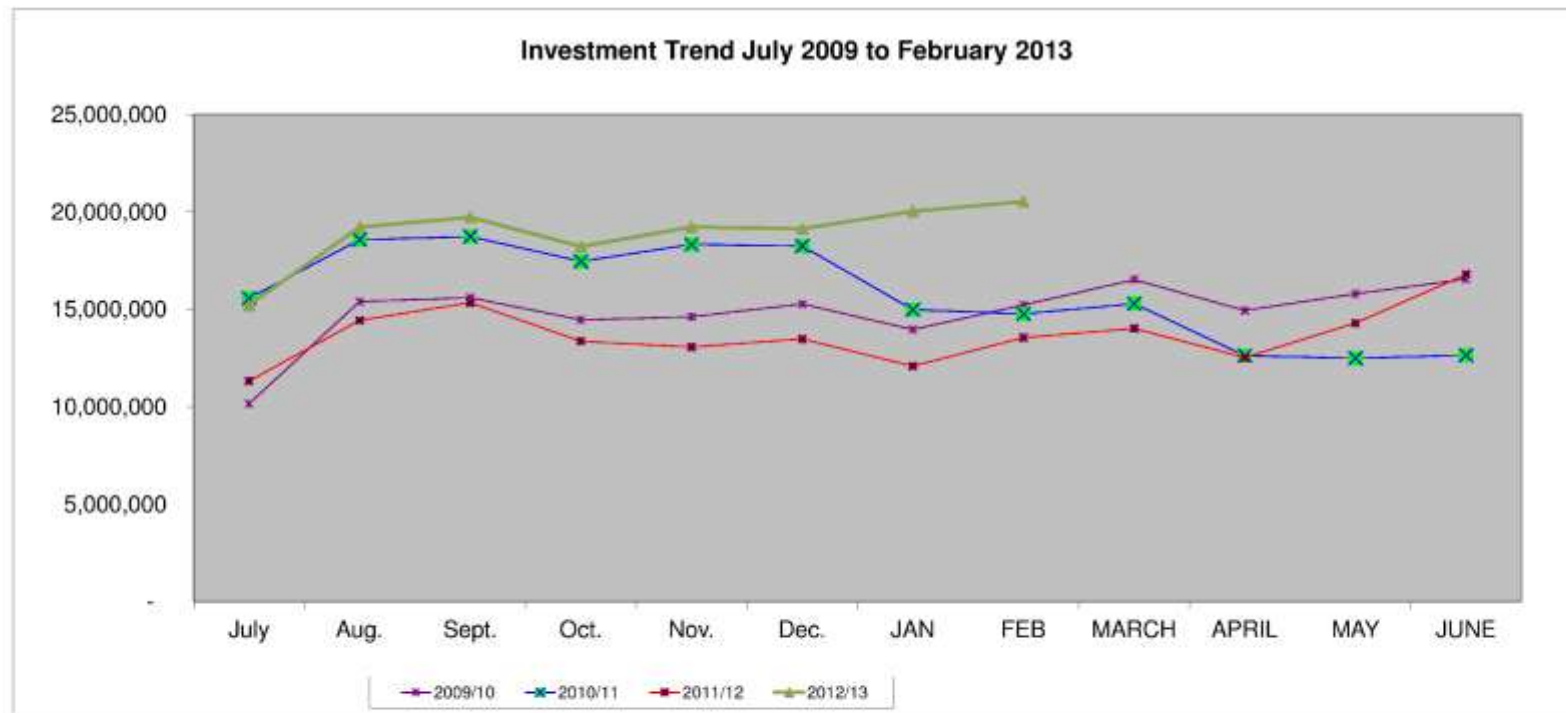
<u>INVESTMENT SUMMARY</u>		
TOTAL OF INVESTMENT PREVIOUS MONTH		\$20,041,928.88
TOTAL OF INVESTMENT THIS MONTH		\$20,544,234.15
DAILY AVERAGE YIELD		4.31%
HIGHEST YIELD		5.09%
LOWEST YIELD		3.00%
TOTAL: JANUARY INVESTMENTS	\$20,041,928.88	
<i>Add: Investments</i>		
Commonwealth Bank	\$1,000,000.00	
Commonwealth Business Saver	\$2,305.27	
	<u>\$1,002,305.27</u>	
<i>Less: Investments withdrawn for expenses</i>		
IMB	<u>(\$500,000.00)</u>	
	<u>(\$500,000.00)</u>	
Balance as per February Investment Portfolio	<u>\$20,544,234.15</u>	

Prepared By:

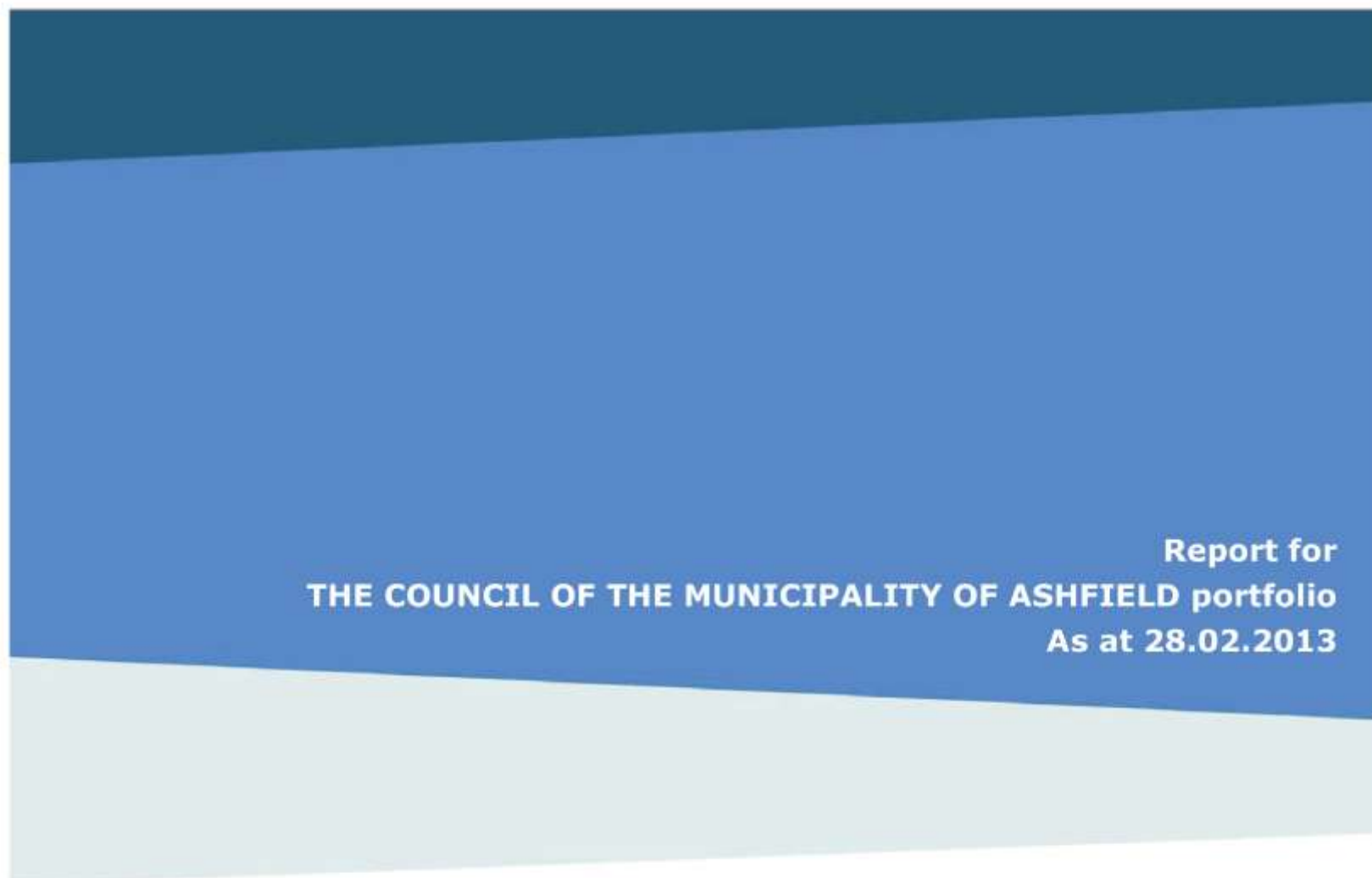
Reviewed By:

INVESTMENTS TREND GRAPH

	July	Aug.	Sept.	Oct.	Nov.	Dec.	JAN	FEB	MARCH	APRIL	MAY	JUNE
2009/10	10,155,791	15,399,371	15,605,934	14,464,112	14,622,403	15,277,303	13,968,853	15,227,785	16,533,162	14,943,623	15,799,907	16,559,696
2010/11	15,569,773	18,581,308	18,746,475	17,464,943	18,332,291	18,255,864	14,984,815	14,766,453	15,299,265	12,630,818	12,491,798	12,650,885
2011/12	11,328,844	14,437,134	15,342,120	13,369,083	13,073,772	13,480,879	12,085,675	13,548,411	14,026,031	12,529,449	14,295,399	16,799,261
2012/13	15,222,707	19,226,222	19,729,634	18,233,007	19,236,193	19,139,166	20,041,929	20,544,234				



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This Portfolio Valuation Report is provided to you as an indication of the value of the assets in your portfolio as at the date referenced above. From time to time asset values may be unavailable or out of date. **This report is for information purposes only and should not be relied upon for audit purposes.**



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Market Commentary for the period

Month-end Credit Market Review

February 2013

Highlights:

- The US economy recorded strong gains in February the ISM manufacturing conditions index, house prices, home sales, capital goods orders, consumer confidence and reduced unemployment claims pointing to a sustained recovery.
- In the US Federal Reserve Chairman Ben Bernanke put to rest concerns that the Fed was to slow or end the Quantitative Easing monetary setting by advocating the policy's benefits of job creation and growth outweighing the risks of inflation and economic instability.
- In Europe, the inconclusive Italian election result spooked investors however the ECB's "whatever it takes" commitment to defend the Euro somewhat mitigates the risk of contagion caused by political instability in the Eurozone.
- The RBA left the target cash rate unchanged at 3.00% at the February meeting.
- The Australian equity market gained a further 4.6% in February following a 4.9% increase in January. The S&P ASX 200 closed the month at 5104.1.
- The Australian dollar lost 2.1 cents in February as risk appetite returned to currency markets, buying 1.0215 USD at month end.
- Australian iTraxx credit index tightened by 5bps to 114.25bps.
- The CDX credit index tightened 1 basis point to 87.74bps.
- US equities continued to gain during February. The benchmark S&P 500 gained 1.1% closing at 1,514.68 points.
- The 90 day Bank Bill Swap Rate (BBSW) closed the month at 2.97%, an increase of 0.02% for the month.

Credit Events:

nil

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THE COUNCIL OF THE MUNICIPALITY OF ASHFIELD as at 28.02.2013

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Portfolio Valuation - Market Value Components

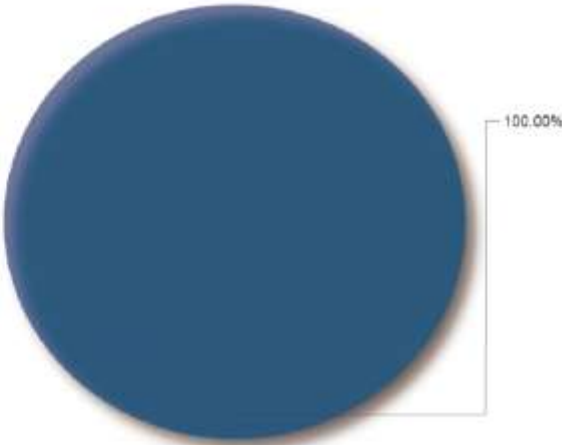
ISIN	Security	Maturity / Call	Credit Rating	Face Value	Current Coupon	Yield to Maturity	Capital Price	Capital Value	Accrued Interest	Market Value
Structured Credit										
AU300AFEX047	APHEX PAC GAP (22DEC14 Q+170)	22/12/2014	NR	250,000	4.8400	38.027%	53.950	134,900.00	2,187.95	137,087.95
TOTAL: Structured Credit				250,000				134,900.00	2,187.95	137,087.95
Portfolio Total				250,000				134,900.00	2,187.95	137,087.95

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Portfolio Valuation By Class Chart

● Floating Structured Credit



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THE COUNCIL OF THE MUNICIPALITY OF ASHFIELD as at 28.02.2013

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Portfolio Exposure by Credit Rating

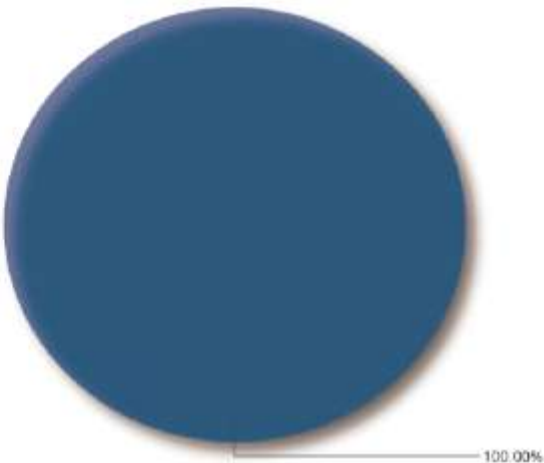
ISIN	Security	Rating	Maturity/ Call	Face Value	Market Value	% of Total
Credit Rating: NR						
AU300AFEX047	APHEX PAC CAP (22DEC14 Q+170)	NR	22/12/2014	250,000	137,067.95	100.73%
<i>Summary: NR</i>				250,000	137,067.95	100.73%
Portfolio Total				250,000	137,067.95	100.73%

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Portfolio Exposure By Rating Chart

● NR



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THE COUNCIL OF THE MUNICIPALITY OF ASHFIELD as at 28.02.2013

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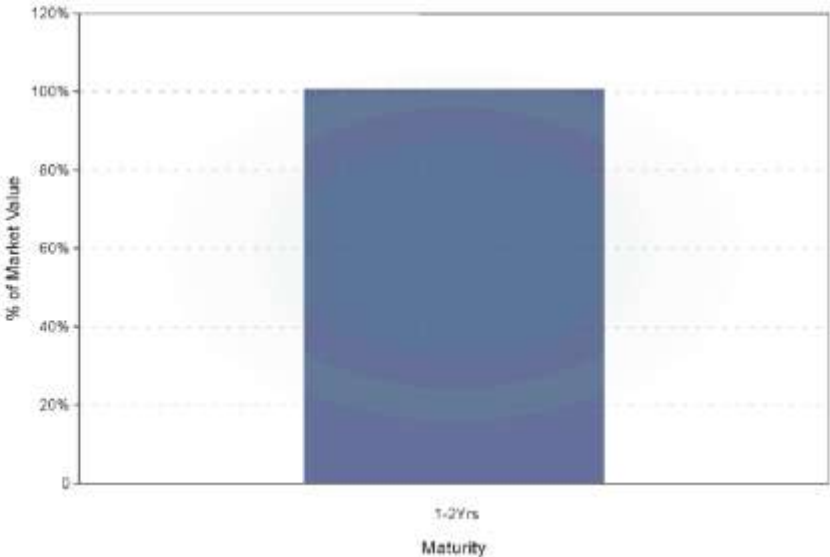
Maturity Profile

ISIN	Security	Maturity / Call	Face Value	Market Value	% of Portfolio
1-2Yrs					
AU300AFEX047	APHEX PAC GAP (22DEC14 Q+170)	22/12/2014	250,000.00	137,087.95	100.00%
TOTAL: 1-2Yrs			250,000.00	137,087.95	100.00%
Portfolio Total			250,000.00	137,087.95	1.01

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Maturity Profile Chart



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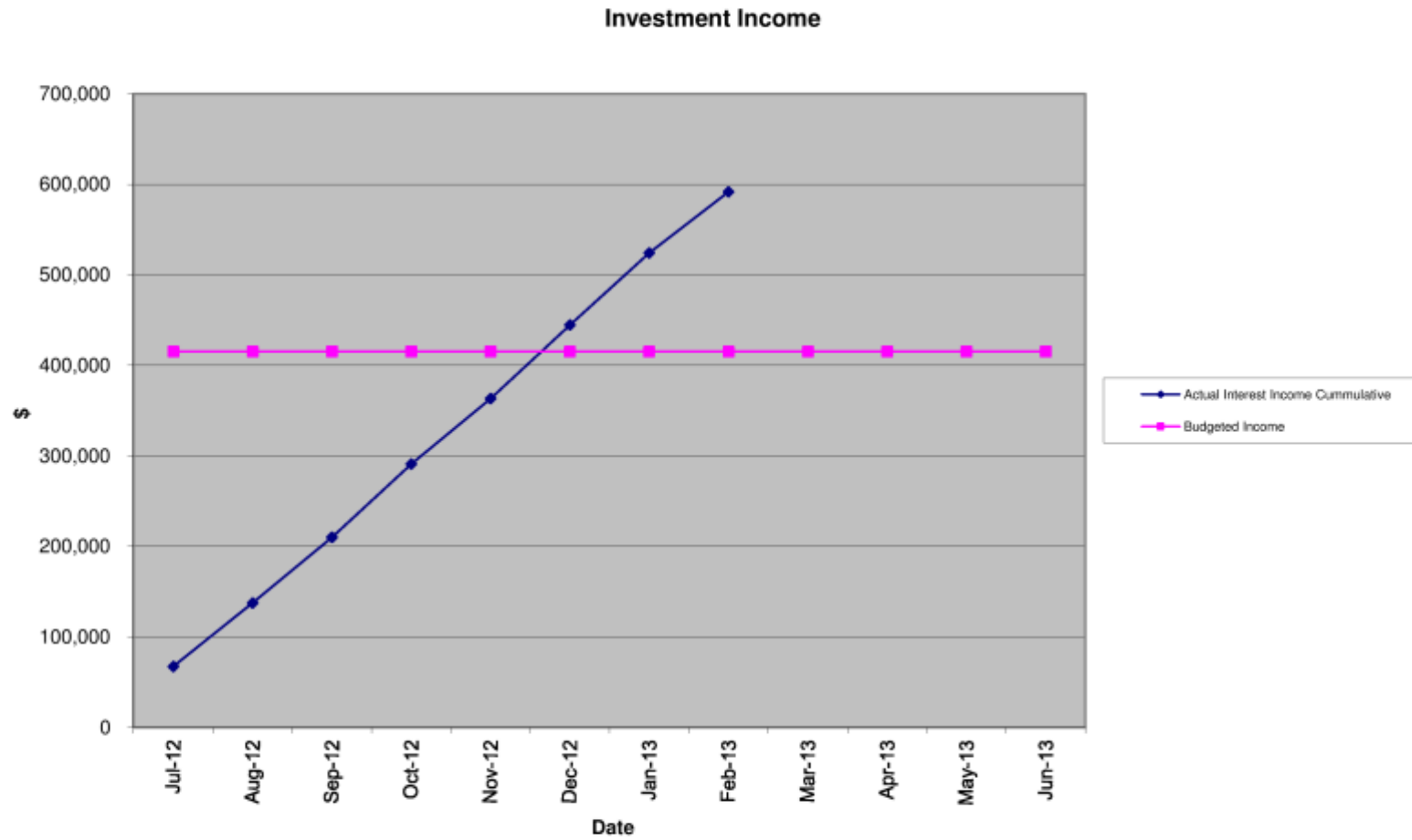


Contact Information

Investor Services Group

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Subject	RISK MANAGEMENT PROCEDURES
File Ref	Risk Management
Prepared by	Nellette Kettle - Director Corporate & Community Services
Reasons	To update Council's risk management framework
Objective	To adopt revised Risk Management Procedures

Overview of Report

This report seeks the adoption of revised Risk Management Procedures.

Background

Council adopted its first risk management framework, incorporating a Risk Management Policy and Risk Management Procedures in September 2011.

Since then organisational efforts have focused on educating and skilling Council staff in the application of the Risk Management Procedures including the identification and analysis of risks.

Arising from this experiential learning and the application of the risk management framework through the internal audit program, a number of opportunities to further tailor and simplify our risk management approach have presented.

Accordingly, some changes to the Risk Management Procedures are proposed. The changes concern the Risk Analysis section of the Procedures, specifically tables 1-5, which provide detailed guidance on how to analyse and assess risks.

The proposed changes have been endorsed by the Internal Audit Committee.

Financial Implications

Nil

Other Staff Comments

Council's Internal Auditor has assisted in the review of the Procedures.

Public Consultation

N/A

Conclusion

The revised Risk Management Procedures are presented to Council for adoption as part of Council's formal Risk Management Framework.

ATTACHMENTS

Attachment 1 Risk Management Procedures

20 Pages

RECOMMENDATION

That Council adopt the revised Risk Management Procedures.

NELLETTE KETTLE
Director Corporate & Community Services



Risk Management Procedures

March 2013

These procedures will be reviewed triennially by:
Next review date: March 2016



Ashfield Council

Risk Management Procedures

Title:	Risk Management Procedures
Summary:	These procedures support the implementation of Council's Risk Management Policy and form part of Council's overall risk management and governance frameworks.
Record Number:	2011
Date of Issue:	March 2013
Approval:	Council
Version Control:	Adopted by Council on 27 September 2011 Revised and adopted by Council, March 2013
Contact Officer:	Director, Corporate and Community Services
Relevant References:	Ashfield Council Risk Management Policy Ashfield Council Risk Register Ashfield Council Hazard Identification and Risk Assessment (HIRA) Tools AS/NZS ISO 31000–2009 Risk Management — Principles and Guidelines
Main Legislative or Regulatory References:	Local Government Act 1993 and Local Government (General) Regulation 2005 Work Health and Safety Act 2010
Applicable Delegation of Authority:	N/A
Related Ashfield Council Policy:	Risk Management Policy – September 2011
Related Ashfield Council Procedure:	N/A



Risk Management Procedures

Introduction

Local Government operates in a demanding natural, social and business environment. Today's public sector organisations are faced with a diverse and complex array of potential risks, of which Ashfield Council is no exception. Improving our risk management capability is an organisation wide imperative.

Ashfield Council has a history of very effective practice in the assessment and management of a variety of risks. These Risk Management Procedures will integrate the good work already achieved into a systematic and comprehensive approach to risk management.

Risk management is not risk avoidance. Risk management is more about informed risk-taking. A systematic risk management approach will not restrict creativity or innovation. Risk management is intended to maximise gains and minimise or avoid loss by systematic decision making. It should encourage careful consideration of the full range of options when a decision has to be made.

In developing and applying a risk management approach, we need to consider how to protect the critical elements of our operations from failure while maximising advantage through:

- the consideration of alternative strategies;
- the development of contingency plans;
- careful monitoring and handling of complaints that may signal major difficulties on the horizon;
- recovery planning, to get back on our feet after mishaps; and
- effective coordination where joint action across Directorates and Departments is required to treat a particular risk to which the organisation is exposed.

These Risk Management Procedures will provide the foundation for the integration of risk management into Council policies, processes and activities in a comprehensive manner. They are based on the international risk management standard, *AS/NZS ISO 31000-2009 Risk Management — Principles and Guidelines*.

These procedures outline the introduction of a risk reporting and review process, which will involve all areas across Council. As a starting point, they provide corporate guidance for teams at all levels to take deliberate steps to improve their awareness, assessment, monitoring and treatment of risk.

Vanessa Chan
General Manager



Risk Management Procedures

Background

Risk Management Procedures

These procedures aim to provide a comprehensive overview of Council's risk management approach, systems, and processes to assist all Council staff to effectively manage risk.

As there will be few significant activities or initiatives conducted within Council that are risk free, risk management should be a primary competency of all Council managers and staff.

These Procedures will aim to align plans, processes, people, technology and knowledge with the evaluation and management of the risks faced by the organisation so that Council takes a 'whole of business' or 'enterprise-wide' view of risk rather than managing risk in silos.

These Procedures also aim to ensure a consistent, proactive and holistic approach by defining processes and assigning responsibilities.

Risk Management Policy

Council has a Risk Management Policy approved by the Council. This policy sets the tone for Council's risk management approach and establishes the risk management responsibilities of councillors, management and staff.

These Procedures support the Risk Management Policy by further defining the systems and processes necessary to maintain an effective and efficient risk management framework to comply with the Policy.

Benefits of Managing Risk

The benefits of a risk aware culture, regular risk management thinking and managing Council-wide risks will include:

- better decision-making and planning;
- better identification of opportunities and threats;
- proactive rather than reactive management;
- more effective allocation and use of resources;
- improved stakeholder confidence and trust;
- improved compliance with key regulatory requirements;
- better corporate governance; and
- enhanced communication and reporting of risk.

Risk Management Framework

Council's risk management framework includes all the people, systems, policies, procedures and processes that identify, assess, mitigate and monitor all material internal and external sources of risks.



Risk Management Procedures

Risk Management Responsibilities

Risk management is a shared responsibility. The activities necessary for a robust risk management function are shared amongst the Councillors, Executive Management, Managers, staff and key service providers.

In accordance with the Risk Management Policy, Council's risk management activities will be co-ordinated by the Manager, Corporate Services utilising other internal resources as appropriate.



Risk Management Procedures

Procedures and Practice

Risk Management Approach

Council will utilise the International Risk Management Standard AS/NZS ISO 31000–2009 Risk Management — Principles and Guidelines to manage risks. This is a structured and proactive approach that can be applied Council-wide to support management of strategic, operational, financial and/or regulatory risks.

Under this approach, there are five key stages to the risk management process.

1. Communicate and consult - with internal and external stakeholders
2. Establish context - the boundaries
3. Risk Assessment - identify, analyse and evaluate risks
4. Treat Risks – implement and assess controls to address risk
5. Monitoring and review – risk reviews and audit

Refer to figure 1 below for an illustration of the AS/NZS ISO 31000–2009 risk management approach.



Figure 1: Our risk management approach using AS/NZS ISO 31000–2009 International Risk Management Standard

Establish context

Establishing the context of risk management at Ashfield Council is the foundation of good risk management and vital to successful implementation of the risk management process.

Context is typically established by the risk leadership team and involves setting boundaries around the depth and breadth of risk management efforts to help Council stay focused and align the risk management framework to relevant matters.



Ashfield Council

Risk Management Procedures

Important considerations when determining context include:

- Council's external environment – social factors, demographics, economic, environmental.
- Council's stakeholders – community, regulators, developers, environmentalists, politicians, unions, media, insurers, service providers, staff and volunteers.
- Council's internal environment – goals, objectives, culture, risk appetite/tolerance, organisational structures, systems, processes, resources, key performance indicators and other drivers.

Considering the nature of Council activities, there will be few significant activities or initiatives conducted within Council that are risk free.

The context of risk management at Ashfield Council will be 'enterprise wide'.

Enterprise risk management is the culture, processes and structures that are directed towards realising potential opportunities whilst managing adverse effects in order to improve the achievement of enterprise objectives.

This means Council will consider risks across all Council strategies, plans, activities and processes including:

- Management Plans
- Long term strategic plans
- Financial plans and budgets
- Asset management plans
- Social and environmental plans
- Land use plans
- Standard operating procedures

Risk identification

Risk identification is the process of identifying key risks facing Council. This involves thinking through the sources of risks, the potential hazards, the possible causes and the potential exposure.

Risk identification occurs within the context of the risk management activity, procedure or process. Council focuses on effective management of the following material risks:

- Strategic risks;
- Operational risks;
- Environmental risks;
- Financial risks;
- Legal and regulatory risks;
- Human resources risks; and
- Information systems risks.



Ashfield Council

Risk Management Procedures

It is important to undertake a systematic and comprehensive identification of key risks including those not directly under the control of Council. The key questions when identifying risks are:

- What can happen?
- Where can it happen?
- When can it happen?
- Why can it happen?
- How can it happen?
- What is the impact?
- Who is responsible?

Council may utilise a number of methods to help identify risks that could materially impact the business, including:

- Brainstorming
- Formal risk workshops and consultation with stakeholders
- Personal experiences
- Expert judgement
- Work review teams/ project teams
- Periodic reviews of the risk register
- Scenario analysis
- Business process reviews
- Review of actual incidents and issues identified
- SWOT analysis

It is also important to consider the potential causes of a risk as it will help to address the risk – which is the next stage of the risk management process. Some causes of risk could include:

- commercial/legal relationships
- socio-economic factors
- political/legal influences
- personnel/human behaviour
- financial/market activities
- management activities and controls
- technology/technical issues
- the activity itself/operational issues
- business interruption
- natural events
- custody of information including the duty to provide and withhold access



Ashfield Council

Risk Management Procedures

Risk Analysis

Once key risks have been identified, they are then analysed. This involves considering and rating the likelihood of occurrence and potential consequences. At this point, no consideration is given to existing controls.

The likelihood of occurrence is the probability of an event occurring. When considering the likelihood of a risk, you need to consider both the probability and frequency of occurrence. Council will utilise the following likelihood ratings.

Likelihood	Expected probability
Rare	<ul style="list-style-type: none"> No past event history; or Not expected to occur; or Would require exceptional circumstances to prevail
Unlikely	<ul style="list-style-type: none"> No past event history; or May occur but only in unusual circumstances
Possible	<ul style="list-style-type: none"> May occur some time but more than likely won't; or Past warning signs; or Past history of occurring but very infrequent
Likely	<ul style="list-style-type: none"> Event will probably occur; or Past history of event occurring several times
Almost Certain	<ul style="list-style-type: none"> Occurs often; or Frequent past history

Table 1: Likelihood Ratings



Ashfield Council

Risk Management Procedures

The consequence assessment is the effect or impact of the risk event. It is measured both financially (in terms of profit/loss or balance sheet impact) and operationally (human and physical). Council will utilise the following consequence ratings.

Consequence	Anticipated impacts
Insignificant	<ul style="list-style-type: none"> • Little or no impact on operations; or • Little or no impact on Council's overall budget; or • Little or no impact on Council's reputation; or • Little or no impact on stakeholders (residents, users, staff etc.)
Minor	<ul style="list-style-type: none"> • Some impact on operations of a very contained and short term nature; or • Minor impact on Council's overall budget (e.g. <\$20k; or • Short term and confined impact Council's reputation (e.g. users of a particular service); or • Confined impact on a small number of stakeholders
Moderate	<ul style="list-style-type: none"> • Notable short term impact on operations (e.g. multiple services/activities); or • Substantial impact on Council's overall budget (e.g. in the range of \$20-100k, depending on activity); or • Strong interest by local media, short to medium term impact on Council's reputation; or • Impacts a reasonable number of stakeholders
Major	<ul style="list-style-type: none"> • Significant impact on majority of operations, possibly extending for days or weeks; or • Significant impact on Council's overall budget (\$100k+); or • Significant legal ramifications; or • Significant impact on Council's ability to meet its compliance requirements; or • Broad negative media coverage, long term reputation impact; or • Impacts a significant number of stakeholders
Catastrophic	<ul style="list-style-type: none"> • Widespread and long term impact on many services; or • Large and unmanageable impact on Council's budget; long term implications; affects Council's financial viability; or • Major legal ramifications; or • Sustained inability to meet Council's compliance requirements; or • Sustained media coverage, irreparable damage to Council's reputation; or • Impacts whole or majority of LGA/stakeholders

Table 2: Consequence Ratings



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Inherent risk is the overall raw risk. It is determined by combining the likelihood and consequence ratings. Ultimately, the level of inherent risk will determine how a risk is treated. The following table depicts the inherent risk levels that will be used by Council.

Consequences	Likelihood				
	Rare	Unlikely	Possible	Likely	Almost certain
Catastrophic	Low	Medium	High	High	High
Major	Low	Medium	Medium	High	High
Moderate	Low w	Low	Medium	Medium	High
Minor	Low	Low	Low	Medium	Medium
Insignificant	Low	Low	Low	Low	Low

Table 3: Risk Level Ratings

Inherent Risk Evaluation

Risk evaluation involves comparing the level of risk found during the analysis process against Council's known priorities and requirements.

Depending on the level of inherent risk, treatment strategies will vary:

Extreme:	Requires immediate action as the potential risk exposure could be devastating to the organisation.
Very High:	Requires action very soon (within 3 months), as it has the potential to be damaging to the organisation.
High:	Requires treatment with routine or specific procedures.
Medium:	Continue to monitor and re-evaluate the risk, ideally treat with routine procedures.
Low:	Continue to monitor and re-evaluate the risk, ideally treat with routine procedures.

Any risks accorded too high or too low a significance are adjusted, and documented accordingly. The output of the risk evaluation is a prioritised list of risks for further action.

Once each risk has been re-assessed in light of current controls or management strategies, mapping the re-assessed risks onto a matrix will assist in determining whether risks should be prioritised for further action. If the resulting risks fall into the low or acceptable risk categories they may be accepted with minimal further treatment.

Low and accepted risks should be monitored and periodically reviewed to ensure they remain acceptable. If risks do not fall into the low or acceptable risk category, they should be treated using one or more of the options considered below.

Addressing Risks

Addressing risks involves identifying and evaluating existing controls and management systems to determine if further action (risk treatment) is required. Existing controls are identified and then



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assessed as to their level of effectiveness. Council will utilise the following control effectiveness ratings.

Effectiveness	Description
Poor	<ul style="list-style-type: none"> The control does not address risk The control is not reliable as it is not well designed, documented and/or communicated.
Fair	<ul style="list-style-type: none"> Control may be reliable but not very effective as control design can be improved. Control is reliable but not efficient as documentation and/or communication could be improved.
Good	<ul style="list-style-type: none"> The control is mostly reliable and efficient. Is documented and understood.

Table 4: Control Effectiveness Ratings

Residual risk is the level of risk after considering existing controls. It is determined by applying the effectiveness of existing controls to inherent risk.

Ultimately, the level of residual risk will determine how a risk is treated.

Where controls exist and are considered effective to manage the risk down to medium/low and/or within Council's risk appetite, the residual risk will be low and typically, no further work is required except for periodic monitoring.

Where controls either do not exist or are considered ineffective to manage the risk down to medium/low and/or within Council's risk appetite, the residual risk could be medium to extreme and risk treatment is required. Where Council accepts the remaining residual risk and risk treatment is planned, it is good practice to document the reason why.

Inherent Risk	Control Assessment		
	Poor	Fair	Good
High	High	High	Medium
Medium	Medium	Medium	Low
Low	Low	Low	Low

Table 5: Residual Risk Matrix

Risk treatment involves identifying the range of options for treating unacceptable risks, assessing those options, preparing risk treatment plans and implementing them. Risk treatment options include:

- Eliminating the risk;
- Avoiding the risk (reduce likelihood or consequence);



Ashfield Council

Risk Management Procedures

- Transferring the risk;
- Retaining the risk.

A Risk Treatment Plan should be developed for complex and significant (generally 'High' risk rating or above) risk items shown on the Risk Register.

The treatment plans adopted will be documented and their implementation tracked as part of the reporting process.

Monitoring and Review

Few risks remain static. Risks will be continuously monitored and reviewed; and the effectiveness of the controls in place and of the risk treatment plans will be assessed to ensure changing circumstances do not alter risk priorities. Feedback on the implementation and the effectiveness of the Risk Management Policy and Procedures will be obtained from the risk reporting process, internal audits and other available information.

External Specialists

Specific and technical risk assessments may sometimes require external expertise. The normal procedures for the engagement of consultants or contractors should apply and Council's insurer also serves as a source of specialist risk advice.

Roles and Responsibilities

People, specifically managers who are designated 'risk owners' will play a key role in Council's risk management framework. An overview of key risk management responsibilities is set out below.

Councillors

Councillors (or a representative committee of Councillors), with assistance from management and external experts, are responsible for overseeing Council's risk management framework through the normal course of good governance. Responsibilities specific to the risk management framework include:

- adoption of the Risk Management Policy;
- periodic monitoring of risk management systems and processes;
- providing feedback to management on important risk management matters/issues raised by management,
- supporting management in communicating the importance and benefits of good risk management to stakeholders.

Internal Audit Committee

In accordance with its Charter, the Internal Audit Committee is responsible for providing independent assurance and assistance to Council on risk management, including monitoring the control environment to ensure Council's risk management framework is effective.



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Risk Management ProceduresGeneral Manager

The General Manager is responsible for ensuring risks are managed across all activities and supporting the implementation of the risk management framework by:

- communicating commitment and progress to all staff and relevant stakeholders regularly;
- periodically reviewing risk profiles of Council and ensuring key activities are undertaken in a timely manner;
- reporting known potential risks, emerging risks or major incidents to Council (or a representative committee of Council) in a timely manner;
- ultimately determining if the levels of residual risk are acceptable;
- ensuring that risk management activities are aligned to Council strategy and objectives;
- ensuring sufficient funds are available to support effective and efficient management of risks;
- overseeing processes that help ensure that the operations/activities of Council are compliant with established systems and procedures and regulatory requirements.

Risk Coordinator

The Manager, Corporate Services is Council's designated Risk Coordinator. The Risk Coordinator is responsible for establishing and monitoring the process for the management of risk throughout the Council. The Risk Coordinator is also responsible for:

- ensuring the risk management framework remains relevant and appropriate for Council
- making recommendations on all aspects of the risk management framework to the General Manager, Executive Management, Managers and risk owners;
- providing advice and support on risk management matters;
- providing or coordinating the delivery of appropriate and relevant training to staff to promote a positive risk, compliance and control culture;
- periodically reviewing key risk management related documents including risk register, risk profiles, policies, plans, procedures and authorities;
- periodically reporting the status of key risks and risk treatment plans to the Council executive.

Managers

Managers (and often supervisors) are the risk owners and are required to create an environment where the management of risk is accepted as the personal responsibility of all staff, volunteers and contractors.

Managers are accountable for the implementation and maintenance of sound risk management processes within their area of responsibility in conformity with Council's risk management framework including:

- identifying, recording and periodically evaluating risks;
- identifying, recording and assessing effectiveness of existing controls;
- implementing and maintaining effective internal controls;
- developing treatment plans to treat higher level risks in a timely manner;



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- maintaining up to date risk profiles/risk registers through periodic reviews and updates;

Managers are also responsible for supporting good management practices that compliment risk management including:

- complying with and monitoring staff compliance with Council's policies, procedures, guidelines and designated authorities;
- maintaining up to date information and documentation for key operational processes;
- incorporating risk treatment plans into Council's Management, Operational and staff performance plans and budget

Staff

All staff are required to act at all times in a manner which does not place at risk the health and safety of themselves or any other person in the workplace.

Staff support risk owners and are responsible and accountable for taking practical steps to minimise Council's exposure to risks including contractual, legal and professional liability in so far as is reasonably practicable within their area of activity and responsibility.

All staff must be aware of operational and business risks. Particularly, staff should:

- provide input into various risk management activities;
- assist in identifying key risks and controls;
- report all emerging risks, issues and incidents to their Supervisor, Manager or other appropriate Council officer;
- follow Council policies and procedures.

Some positions because of the nature of their roles have additional responsibilities for managing risk, these include the Chief Financial Officer, Insurance and Risk Coordinator and the Director Works and Infrastructure Services.

Documentation/Recordkeeping

Important risk management processes and activities will be documented throughout Council. Documentation is important for the following reasons:

- it gives integrity to the process and is an important part of good corporate governance;
- it provides an audit trail and evidence of a structured approach to risk identification and analysis;
- it provides a record of decisions made which can be used and reviewed in the future;
- it provides a record of risk profiles for Council to continuously monitor.

Key documents

Key documents will include:

- Risk Management Policy – establishes commitment and provides a high level overview of risk management framework;



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Risk Management Procedures

- Risk Management Procedures – details the risk management framework processes and activities;
- Risk Register & Risk Profiles – documents the key risks and controls for Council activities and processes;
- Risk Treatment/Action Plans – document strategies to treat risk levels higher than acceptable risk appetite

Maintenance of key documents

Risk documentation including risk profiles, risk registers, written/formal risk assessments, risk/control audits, self-assessments will be maintained in Council's official recordkeeping system.

These records may be called upon in the management of ongoing treatments, as evidence in incident investigations, in dealing with insurance matters or during other inquiries and for audit purposes.

Risk management records should be reviewed:

- on handover of responsibilities between managers
- on assumption of responsibility for a project or program
- bi-annually to match reporting requirements, and
- whenever operating parameters are subject to major change.



Ashfield Council

Risk Management Procedures**Reporting and Review**Risk Management Framework

Documentation including policies, procedures, risk registers and systems relating to the risk management framework will be subject to periodic review. This review is the responsibility of the Risk Coordinator and should be conducted at least annually.

Risk Register

It is important that risk owners review their risks regularly. Such reviews must be part of the annual management planning process to ensure that:

- risks are managed in the context of each Section objectives for the coming year;
- risk treatment plans are incorporated into the Management/Operational Plans; and
- where funding is required to implement risk treatment plans that it is incorporated into the Council budget process.

Risk Treatment Plans/Action Plans

Risk Owners are responsible for ensuring that actions contained in Risk Treatment Plans (RTPs) are implemented effectively and within agreed timeframes and that they are appropriately documented. In addition, Risk Owners are responsible for ensuring that actions contained in RTPs are included in their Operational Plans and where appropriate Council's Management Plan and staff performance plans.

Risk Status Reports

The Risk Coordinator is responsible for ensuring that Executive Management, Council and the Internal Audit Committee are kept up to date with the status of key risks and RTPs. This will be achieved via bi-annual reports.



Ashfield Council

Risk Management Procedures

Summary of Actions, Reviews and Reports

The following table summarises the key actions, reviews and reports required by Council's Risk Management Framework. It details who is responsible for each activity and the required timing.

Action	Description	Responsibility	Timing
Review RM Policy and Procedures	Review the currency and effectiveness of Council's Risk Management Policy and Procedures	Risk Coordinator	Every 3 years
Review Risk Register	Review risks and controls contained in Council's risk register and identify new or emerging risks	Risk Owners (coordinated by Risk Coordinator)	Every year in November in preparation for the next Management Plan/Budget process
Develop Risk Treatment Plans	Develop risk treatment plans for new and emerging risks.	Risk Owners (coordinated by Risk Coordinator)	Every year in November in preparation for the next Management Plan/Budget process
Include Risk Treatment Plans into operational planning	Ensure that actions required by Risk Treatment Plans (RTPs) are incorporated into the Management Plan, Operational Plan and staff performance plans	Risk Owners	Every year in accordance with organisational planning process timeframes
Implement Risk Treatment Plans	Implement actions contained in RTPs	Risk Owners	As identified in the RTP
Conduct specific risk assessments	Conduct risk assessments as required for new or altered activities, processes or events	Risk Owners	As required
Risk Status Report	Report current status of key risks and RTPs to Exec Management, Council, Internal Audit Committee	Risk Coordinator	Annually

Table 6: Summary of Key Activities



APPENDIX 1

Glossary of Key Risk Management Terms

Adapted from AS/NZS ISO 31000–2009

Action Plan	a plan which sets priorities for risk treatment action responsibilities, timeframes, goal defined, proposed treatment measurers and follow up action.
Abatement	the process of reducing in amount or intensity any unwarranted consequence.
Consequence	outcome of an event expressed qualitatively or quantitatively (also both negative – a loss, injury, setback, disadvantage, and positive – a gain, success, windfall).
Enterprise risk management	the culture, processes and structures that are directed towards realising potential opportunities whilst managing adverse effects in order to improve the achievement of enterprise objectives.
Event	incident or situation that occurs in a particular place during a particular interval of time.
Exposure	an apparently risk bearing condition, issue or incident that has not been subject to risk appraisal and treatment.
Frequency	measure of the rate of occurrence of an event or outcome expressed as the number of occurrences of the event or outcome in a given time.
Hazard	a specific source of potential harm or a condition with a known potential to cause loss.
Intelligence	information which has been subject to judgement, particularly concerning the consequence or impact of an event or outcome and its likelihood.
Likelihood	a qualitative description of probability or frequency.
Loss	any negative consequence, financial or otherwise.
Monitor	to check, supervise, observe critically, or record the progress of an activity, action or system on a regular basis in order to identify change.
Mitigation	the process and action taken to reduce or moderate an unwanted consequence, to lessen in intensity, force or frequency.
Probability	likelihood of a specific event or outcome occurring within a designate timeframe.
Recovery	the measures and process undertaken to return to normal following loss or disaster.
Remediation	the remedying of a deficiency, especially applied to controlling or minimising hazards.
Residual Risk	remaining level of risk after risk treatment action has been taken.
Risk	effect of uncertainty on objectives. Often expressed in terms of a combination of the consequences of an event and the associated likelihood of occurrence.
Risk Acceptance	informed decision to accept the consequences and likelihood of a particular risk.



Risk Management Procedures

Risk Analysis	systematic use of available information to determine how often specified events may occur and the magnitude of their consequence.
Risk Appraisal	a simplified risk assessment.
Risk Assessment	overall process of risk identification, analysis and evaluation leading to treatment.
Risk Aversion	an entrenched dislike of risk bearing situations or circumstances.
Risk Avoidance	informed decision not to become involved in a risk situation.
Risk Control	that part of risk management that involves the implementation of policies, standards, procedures and physical changes to eliminate or minimise adverse risks or consequences.
Risk Element	one operative factor or condition in an exposure or risk bearing activity – <i>e.g. vehicle condition is one risk element.</i>
Risk Evaluation	process used to determine risk management priorities by comparing the level of risk against predetermined standards, target risk levels or other criteria.
Risk Identification	process of determining what can happen.
Risk Management	Co-ordinated activities to direct and control an organisation, including culture, processes and structures.
Risk Management Process	systematic application of management policies, procedures and practices to the tasks of establishing the context, identifying, analysing, evaluating, treating, monitoring and communicating risk.
Risk Owner	Person or entity with the accountability and authority to manage a risk.
Risk Reduction	selective application of appropriate techniques and management principles to reduce either likelihood of an occurrence or its consequences, or both.
Risk Retention	intentionally or unintentionally retaining the responsibility for loss or financial burden of loss within the organisation.
Risk Transfer	shifting responsibilities or burden for loss to another party through legislation, contract, insurance or other means. Risk transfer can also refer to shifting a physical risk or part thereof elsewhere.
Risk Treatment	selection and implementation of appropriate options for dealing with risk to contain or reduce consequences to acceptable levels.

Subject **USING TECHNOLOGY TO IMPROVE COUNCIL'S RESPONSE REGARDING FOOTPATHS, DUMPED RUBBISH AND GRAFFITI**

File Ref Smart Phone Application

Prepared by Mary Haroulis - Manager Information & Communications Technology

Reasons To respond to a Council resolution for information.

Overview of Report

To respond to Council's resolution of 27 November 2012 (NM51/2012) seeking information on the development of a smart phone application to be used by residents and others in the community to communicate instances of dangerous footpaths, dumped rubbish, graffiti and other pressing issues.

Background

The following table shows the use of smart phone applications by SSROC councils.

COUNCIL	APP	COMMENTS
Ashfield	Snap Send Solve	Currently receive 7-10 reports per week from the app.
Bankstown	Snap Send Solve	Currently receive 10-20 reports directly from the app and numbers are increasing
Botany Bay	Snap Send Solve	Currently receive SSS reports, not sure of number.
Burwood		Use eServices online CRM System.
Canada Bay		Corporate Web Form ECM (Dataworks using web forms only) auto task created
Canterbury	Canterbury Connects – custom built app	Have developed an iPhone and Android app. Cost approximately \$10,000 for iPhone software development and \$5,000 for Android software development. Provides up-to-date information on Council events, allows residents to report incidents (like SSS functionality) and includes a directory to Council services, facilities and Councillor's information.
Sydney City	Snap Send Solve	Currently receive 20 reports per day.
Hurstville	custom built app	Have developed an iPhone app. Cost approximately \$3,000 with ongoing annual maintenance. This app offers the same functionality as SSS and also pushes council calendar events, information on garbage collection days, Councillor names & contacts and council facilities i.e. parks and halls open for hire. Also receive SSS reports but number received is unknown.
Kogarah	Snap Send Solve	When the app was first released were receiving approximately 5 or more reports per week. Now, they are receiving a couple of reports every couple of weeks.
Leichhardt	Snap Send Solve	Currently receive an average of 2 reports per day and is slowly increasing. They also have a form on the web to lodge a request.

Ashfield Council – Report to Ordinary Meeting held on Tuesday 26 March 2013 **CM10.5**
USING TECHNOLOGY TO IMPROVE COUNCIL'S RESPONSE REGARDING
FOOTPATHS, DUMPED RUBBISH AND GRAFFITI

COUNCIL	APP	COMMENTS
Marrickville	Snap Send Solve	Use Form on the Web to lodge a request. Number of SSS reports received is unknown.
Randwick	My Randwick	Online CRM system in place. Have developed a Smart phone app for iPhone downloadable from the app store "My Randwick" downloads location services and will look at all DA's within a certain radius, shows days of waste collection etc. Approximate Cost of software development - \$104,000. This includes the push of calendar events, councilor information etc. An additional \$6,000 was required to write an integration link with Council's Masterview System allowing information for garbage cleanup dates, Development Application status update enquiries etc. Some download usage stats for this month are: 4,026 in total - 2,215 upgraded to latest version - 1,100 new users from the start of the year – other, general info download. (last year July 2012 – 996 download app, August 2012 - 903, September- December average around 294). January 2013 there was a letterbox drop and have now received 858 new subscriptions.
Rockdale		No online reporting of issues.
Sutherland	Report it – in house app	Developed iPhone app called "Report It" downloaded from Apps Store. This was resourced in-house at no additional external costs. The app allows you to report on pre-identified categories including a General Request category which covers other items not listed. This online Request then comes in as an email to Records who then create a CRM if required. The next stage of development will be to integrate the web services with their corporate Property and CRM Systems.
Waverly	Snap Send Solve	Currently receive SSS reports, not sure of number.
Woollahra	Snap Send Solve	Use eServices and online CRM system. SSS - unsure of number of reports received.

Of the 16 SSROC councils, 9 currently use the Snap Send Solve app and 4 others have developed their own apps.

Snap Send Solve

Snap Send Solve is a freeware application which can be downloaded from the Internet and installed on any smart phone (iPhone or Android). This app allows users to take a photo of an issue (e.g. dumped rubbish, parking issues, street cleaning, trees etc.) with GPS location positioning and to instantly send this information to Council. The information comes in as an email to the Council Records Department and is then processed through the CRM system.

A similar freeware application on the market is NeatStreet, which offers similar functionality as the Snap Send Solve app but the request is sent to the NeatStreet service centre before being forwarded to the relevant authority.

Financial Implications

The applications Snap Send Solve and NeatStreet are free applications which and can be recommended to residents and customers at no direct cost to Council. Snap Send Solve is a 'passive' app in terms of ongoing resources as it does not require any additional administration.

Development of a more Ashfield specific app would cost anywhere from \$5k to upwards of \$100k, and in order to have an app that 'pushes' more information we would need to undertake a detailed scoping of requirements including not only the cost of developing the app but the resource implications of 'administering' the app (i.e. the app equivalent of a 'webmaster' role).

Other Staff Comments

Public Consultation

Nil

Conclusion

The majority of SSROC councils are using the free Snap Send Solve app, including Ashfield Council. It is recommended that Council undertake a more active campaign to promote this technology to residents.

ATTACHMENTS

There are no supporting documents for this report.

RECOMMENDATION

That the information be noted and that Council more widely publicise the availability of the Snap Send Solve app.

NELLETT KETTLE
Director Corporate & Community Services

Subject	COMMUNITY AND ENVIRONMENT GRANT SCHEME INITIATIVE
File Ref	Community Programs - Grants
Prepared by	Christina O'Hagan - Social Outcomes Project Officer
Reasons	To provide Council with information regarding applications received under the Annual Community and Environment Grants
Objective	To recommend an equitable distribution of Council's Annual Community and Environment Grants 2012-13.

Overview of Report

Ashfield Council funds and administers an annual Grants Scheme for local non-profit community groups for community services, community development, community cultural development, social welfare and other community purposes. Most grants are for one-off projects and are non-recurrent.

Council's Annual Community and Environment Grant Scheme is an opportunity to provide tangible assistance to local community projects, many of which have few reliable avenues for raising much needed funds. Included are projects to address the social isolation of seniors, recreational activities for carers and people with disabilities and support for playgroups and families.

Overall, total funds of \$44,852 were allocated, \$39,852 under the Community Programs and Services budget and \$5000 under the Planning and Environmental Services Budget.

Forty Two (42) applications were received in total, thirty three (33) of these were community focused and eight (8) were environment focused.

Twenty seven (27) of the community projects are recommended for funding and three (3) for Environmental funding.

Background

This year, forty two (42) applications were received requesting a total of \$74,133.50 under the Ashfield Council Community and Environment Grant Scheme. The amount available for distribution is \$39,852 from the Community Programs and Services budget and \$5000 from the Planning and Environmental Services Budget. Whilst not every project is recommended for funding, most are proposed to receive some assistance from Council staff or services.

A schedule of the applications received and the funding recommendations are contained in Attachment 1.

Objectives: of Council's Annual Community and Environment Grant scheme are as follows:

1. To encourage the development of services that meet major community needs.
2. To promote the active participation of local people in community initiatives and the development of their skills, knowledge and opportunities.
3. To provide funding that takes into account the need for equality of access to services and the need to target particular groups that are under-serviced.
4. To ensure the focus of services is to bring people into a network of supportive relationships.

Environmental Objectives:

The overarching Environmental objective states that: 'Initiatives must make a positive contribution to the environment or sustainability within the Ashfield Council area;' and to achieve this, projects should for example address one or more of the following key issues:

- Resource Recovery initiatives: reuse, waste minimization or diversion from landfill.
- Sustainable food systems and community gardening
- Sustainable water use and management
- Saving energy or reducing greenhouse emissions
- Improving local biodiversity
- Education for sustainable living
- Sustainable transport
- Fostering environmentally sustainable behaviour

The Process

Applications for the Grant Scheme were called for in October 2012. Interested groups were invited to attend an information session at the Civic Centre to assist them in preparing for the application process.

Applicants were required to submit an application form either on line or via post, in addition to financial statements and a report detailing the previous year's project, if a Council grant had been awarded.

A ranking committee was formed to assess the applications. The committee comprised of three Council members from Community Services, Sustainability and Governance and an external committee representative from the Metro Migrant Resource Centre.

The committee held an initial meeting on Thursday 24th January 2013 and based on the objectives and guidelines of the grant scheme developed a specific set of ranking criteria which assessed the applications.

Each committee member received a pack with a copy of each application and independently, ranked the projects according to the specific criteria. The committee then re-convened on Thursday 7th February 2013 to discuss their independent scores, concluded the results and a report was then finalised with recommendations for Council's considerations.

Results

Forty Two applications were received in total, with one being withdrawn due to the project leader leaving the organization. Of the forty two applications received, thirty three (33) were Community focused, while eight (8) were Environmental focused.

Twenty seven (27) of the community projects are recommended for funding ranging from \$600 to \$2000. The types of projects received are illustrated in the table below.

Snapshot of Community applications received & funding recommendations

Type of Projects	No. of Applications	No. recommended for funding
Seniors	15	13
Families	5	3
Playgroups	4	4
Disability	4	3
Multiculturalism	4	3
Aboriginal Culture	1	1
Total	33*	27

* One community application was withdrawn.

Six (6) community applications are not recommended for funding because they did not meet the specific criteria of the grants scheme. However, these groups will be provided with Council staff support with the aim of strengthening their project concepts for the next round of funding.

The committee ranked the eight (8) environmental projects against each other based on an assessment of which projects would make 'the most positive impact within Ashfield LGA'. The top three scoring projects are recommended for funding.

Snapshot of Environmental applications recommended for funding

Organisation	Type of Projects	Amount recommended for funding
Summer Hill Community Garden	Community Compost Facility	2000
Australian Foundation for Disability	Training for disabled people on sustainable gardening	2000
Haberfield Community Garden	Education Classes for children on growing healthy food	1000

Financial Implications

Overall the Community and Environmental Grant Scheme Initiative 2012/ 2013 will allocate a total sum of \$44,852 for funded projects.

\$39,852 was awarded to community projects under the Community Programs and Services budget.

\$5000 was awarded to Environmental and sustainability projects under the Planning and Environment Services budget.

Costs associated with the Cheque Presentation morning tea will be drawn from the existing Community Programs and Services budget.

Other Staff Comments

A ranking committee was set up, as detailed in the report, to assess the applications. The committee comprised three Council members from Community Services, Sustainability and Governance and an external committee representative from the Metro Migrant Resource Centre.

Public Consultation

The Grant Scheme was advertised throughout Ashfield LGA using a wide range of mechanisms including Council staff networks, the distribution of flyers and posters to local organizations and local advertisements placed in the local media.

Two information sessions were also held in the Civic Centre Activity Rooms. These sessions provided an opportunity for interested community groups to learn more about Ashfield Councils grants process, get tips on grant writing skills, clarify the financial roles and responsibilities of applicants, discuss and develop project ideas and build one to one relationships with Council staff. This was particularly important for new and emerging local community groups.

Conclusion

Overall the Community and Environmental Grant Scheme Initiative 2012/ 2013 has a total sum of \$44,852 for distribution to local Community groups who will deliver a range of projects within Ashfield LGA. The proposed projects will address major community needs including social isolation of seniors, the promotion of multiculturalism and community connectiveness and assisting playgroups to provide better facilities and programs. Other projects aim to stimulate learning and inclusion for disabled people and promote the well being of carers residing in Ashfield.

The recommended Environmental projects will collectively provide training and education to people of all ages and abilities to improve their skills and knowledge in more sustainable living.

The applications highlighted a number of the issues and challenges experienced by some of our residents living in Ashfield and Council staff will continue to actively network with and support a range of these capacity building community development programs. Council staff have also identified a number of emerging issues in the community which need further investigation such as homelessness, health and cultural diversity and supporting newly arrived residents living in high-rise apartments, especially mothers with young children.

ATTACHMENTS

Attachment 1 Attachment 1: Table 1: 2012/2013 Community and Environmental Projects 5 Pages

RECOMMENDATION

That Council adopt the recommendations for funding for the 2012- 2013 Annual Community and Environmental Grants as outlined in Attachment 1.

NELLETTE KETTLE
Director Corporate & Community Services

Table 1: 2012/ 2013 Community and Environmental Projects

NOTE:  = Environmental Applications

No	Organisation	Project Name	Description	Target Group	Total Score	Amount Requested	Recommended Funding	Reason not recommended for funding
1	Chinese Australian Services Society	Korean Seniors, shall we learn charming dance!	Dance classes for Korean seniors using Charming Dance style which is a mix of aerobics, gymnastics, folk dance with popular songs. Aim is to improve their health and general well-being as many Korean Seniors living in Ashfield live by themselves in public housing.	Korean Seniors living in Ashfield LGA	24	\$1,900	\$1,800	
2	ACC Cricket Club Inc.	Cricket for All	Resources to support the club's ongoing activities in the local community. Provide a sense of belonging to all participants.	Local children from a range of multicultural and socio-economic background	18	\$2,000	\$2,000	
3	St Davids' Uniting Church, Haberfield	Museum2you: Reaching out to communities across NSW on sustainability, climate change and biodiversity	Run workshops on environmental education using the outreach Australian Museum resources.	Local residents, including schools and local organisations.	0	\$385	0	Environmental project: did not rank in top three
4	St Davids' Uniting Church, Haberfield	Museum2you: Reaching out to communities across NSW on sustainability, climate change and biodiversity	Upgrade the church's toilet facilities to environmentally sustainable standard.	All community groups who regularly use the Ramsay Hall	0	\$2,530	0	Environmental project: did not rank in top three
5	Co. As. It	Ashfield Italian Seniors Social Group	Provide senior Italians living in Ashfield LGA with an opportunity to socialise with people from the same cultural background. It will reduce their social isolation and encourage their social inclusion.	30-35 group members aged 65 and over. Some have disabilities.	16	\$600	\$600	
6	Alzheimer's Australia NSW	Understanding Dementia Support Services: Spanish Digital Story	Produce a digital resource featuring a Spanish speaking family explaining their dementia experience and the benefits of engaging with local service providers. The digital story will feature services provided in the Ashfield LGA.	Ashfield residents living with dementia and their carers	16	\$2,000	0	Project is not recommended for funding because the committee felt that this project would have a greater impact if it had a state wide focus as opposed to Ashfield LGA and would result in a better use of resources.
7	St Vincent de Paul Society T/A Mary MacKillop Outreach	Café Club	Operate a café club to improve social relationships and community integration amongst residents of licensed boarding houses and group homes. The club will address nutrition, food safety and cultural diversity and will increase awareness of healthy eating habits and living skills.	20 persons with a disability and/or mental illness residing in licensed residential centres and group homes in the Ashfield LGA	19	\$2,000	\$2,000	

8	Australian Nursing Home Foundation Ltd	Inner West Multicultural Dementia Expo	Hold a dementia expo to increase public awareness of dementia and dementia support services available in the community. The expo will feature bilingual information sessions on dementia, gentle exercise, entertainment and lunch.	CALD groups in the Ashfield LGA	19	\$2,000	\$2,000	
9	Ashfield Japanese Playgroup	Better Understanding Japan & Connect	Purchase educational equipment to teach children Japanese culture. Provide resources and activities that will encourage playgroup members to build relationships and to understand their culture of origin.	Children aged under 5 and their carers who are mostly from Japan	20	\$1,100	\$1,100	
10	Summer Hill Family Support Service	Post Natal De-stress from Depression Support Group	Provide support and education to mothers experiencing post natal stress, anxiety and/or depression and improve the mothers' level of functioning and general well being on completion of the group program.	Mothers from CALD and ATSI backgrounds living in the Inner West of Sydney	13	\$2,000	0	Project is not recommended for funding primarily because it was not specifically targeted to Ashfield and therefore no guarantee that local residents would benefit.
11	Polish Seniors Club Ashfield	Respect Our Country of Birth and Also Australia	Publicise their club and polish heritage and provide support to seniors in Ashfield through meetings, visits to aged care homes and social activities.	Seniors	21	\$850	\$850	
12	Ethnic Child Care, Family and Community	Multicultural-Arts Group	Run a monthly multicultural art group for carers of people with disabilities from CALD backgrounds. The project will develop the carers artistic abilities while providing an opportunity to meet with other carers.	CALD Carers of people with disabilities	16	\$2,200	\$2,000	
13	Summer Hill Family Support Service	Supporting Mothers with Drug and Alcohol Dependencies	Deliver the Circle of Security Parenting Program to mothers with at least one child under the age of three and who have an alcohol or drug dependency. The program will assist the mothers to better respond to their children's needs and minimise social isolation and increase their social support network.	Mothers with drug and alcohol dependencies and mental health concerns young children under the age of three.	16	\$1,820	\$1,820	
14	KU Children's Services - Inner West Play and Chat Supported Playgroup	Less Plastics Project	Raise families' awareness on the environmental impact of plastic toys and materials. Carry out information sessions and workshops to help playgroup members to learn how to reduce their plastic use and replace plastic toys with toys made from renewable materials.	Inner West Play and Chat Playgroup that meet at Ashfield Public School every Tuesday and Thursday	10	\$2,000	0	Environmental project: did not rank in top three
15	Senior Chinese Care Free Group	'Free from Isolation' & 'Keep Fit in Body and Mind'	Provide a social inclusion activities and outings for Chinese seniors living in Ashfield to reduce their loneliness and the risk of depression.	Chinese seniors living in Ashfield, including those who have newly arrived.	23	\$1,500	\$1,450	

16	ANTAR Inner West	Introduction to Aboriginal and Torres Strait Islands Peoples for New Citizens	Produce a brochure that contains an introductory information on Aboriginal and Torres Strait Islanders and their stories. The brochure will be distributed to new citizens attending a citizenship ceremony held in the Ashfield LGA.	All new citizens in the Ashfield area	21	\$1,000	\$1,000	
17	Western Suburbs Legacy Widows Club	Moss Vale Legacy House	Outings for senior ladies who have suffered recent bereavements, surgery or other illnesses to Moss Vale House, where legacy provides a restful home with care and attention. The house will provide accommodation, all meals, transport and relaxation activities.	Ladies that are members of the legacy widows club including widows living in the Ashfield Council area	17	\$1,000	\$1,000	
18	The Infants' Home Child & Family Services	Children's Play Equipment for Community Playgroups	Purchase resources which will aid the development of children's social skills, emerging literacy skills and encourage their participation in imaginative and exploratory play. The new resources will help TIH to target families who are unable to access formal early education and care for their children due to financial or other issues.	Children aged 0-5 currently not attending formal early education and those living in vulnerable circumstances.	18	\$1,624.50	\$1,624.50	
19	Recreation Centre of The Third Age	Recreation Centre of the Third Age Social Support	Provide social interaction for socially isolated, frail aged residents of the Ashfield municipality.	Frail aged and socially isolated members of the community.	14	\$2,000	0	This project is not recommended for funding because it had no specific focus and very little information about what the project would do or how the group would spend the grant.
20	Chinese Elderly Welfare Association Inc. CEWA Ashfield Activity Group	2012-2013 Community Awareness & Multicultural Activities for Seniors, Migrants & CALD residents of Ashfield LGA	Organise information sessions to increase seniors and migrants' knowledge and awareness of Council & community services, health and personal safety and provide activities that encourage their participation in the community.	Seniors, migrants and CALD residents of Ashfield	22	\$1,252	\$852	
21	Greek Orthodox Community of NSW Ltd.	Embrace, Create, Support - Celebrating Women Coming Together	Organise a cruise around Sydney Harbour on 14th February.	Mature Aged Greek Women	14	\$2,000	0	This project is not recommended for funding as the committee felt that one expensive outing was not the best use of resources.
22	Australian Foundation for Disability	Educational Games and Equipment	Purchase a number of educational activity items which will provide clients with sensory stimulation and cognitive activity to help improve physical mobility.	Ashfield residents with lifelong disabilities	20	\$2,000	\$2,000	
23	Ashfield Baptist Childcare	Playground Improvement	Improve the play area of the centre and the opportunities for playing outside by covering a large dirt patch with artificial grass.	Children attending the childcare facility	17	\$5,396	\$2,000	

24	Gruppo Pensionati	Gruppo Pensionati Project - Out and About	Provide a number of social activities and outings for seniors from similar backgrounds and ethnic groups to promote an active and stimulating lifestyle.	Seniors	20	\$2,000	\$2,000	
25	ASS.S.Cristoforo	To Relieve Loneliness in the Elderly	Provide a range of opportunities for seniors to socialise, access information and discuss relevant issues together.	Seniors	20	\$2,760	\$1,400	
26	Ashfield Community Gardeners Ass	Frog pond	Improve ecology of the frog pond at Eong Gardens.	Ashfield residents	0	\$1,000	0	Environmental project: did not rank in top three
27	Ashfield Community Gardeners Ass	Children's gardening classes	Running workshops to educate children with the skills to grow vegetable and garden without using chemicals.	Children	30	\$1,520	\$1,000	
28	Ashfield Community Gardeners Ass	Community Compost	Provide composting facilities in the community garden and training and information workshops for local residents.	Ashfield local residents	30	\$2,216	\$2,000	
29	Ashfield Polish Seniors	Provide support to senior citizens of polish origin	Provide a meeting place for polish seniors and run workshops and social activities for the group.	Polish Seniors	22	\$700	\$700	
30	Ashfield Wednesday Playgroup	Playgroup	New resources to assist the playgroup to run development activities for children and opportunities for parents to share parenting advice.	Families	19	\$600	\$600	
31	Australian Foundation for Disability	Environmental Garden Projects	To purchase a number of worm farms, vegetable garden beds, green houses etc and educate clients how to recycle their food scraps.	Disabled people	30	\$3,550	\$2,000	
32	Australian Shanghainese Ass Inc	2013 Australian China Fashion and Culture Exchange Show	To organise a fashion and cultural exchange show to promote cultural integration and exchange within the community	Chinese Community	15	\$1,500	\$1,425.50	
33	Christ Church Inner West Anglican Community	Summer Season of Cinema in the Cemetery	To purchase a new screen for the open air cinema in St Johns Grounds which is open free of charge to the community.	Residents of Ashfield	18	\$2,000	\$2,000	
34	Liberi Incorporated	Lets Mingle	Organise social outings for the ageing community to reduce isolation and provide opportunities to share information and life stories.	Seniors	20	\$2,340	\$1,440	
35	Ekushe Academy Australia Inc	Observe International Mother Language Day	Organise a cultural day which encourages a greater understanding amongst young people and children of their ethnic background.	Children and teenagers from a range of ethnic backgrounds	20	\$2,000	\$2,000	

36	Ocean Dream Artistic Group Incorporated	Art and Culture Weekend	To promote cultural exchange and cooperation through art, exhibitions and shows.	Ashfield residents from multicultural backgrounds	19	\$2,000	0	This group is not recommended for funding as they did not spend their grant from last year and applied to combine both grants to run their cultural weekend. The committee request they use the previous years grant first.
37	Share SMR Inc	SHARE Learn for Life	Organise exercise classes for seniors	Seniors	8	\$2,500	0	This project is not recommended for funding as the application was not focused for Ashfield or for Ashfield residents. It also did not provide sufficient information about how they would run the project or what they would do.
38	Sydney Shadxing Opera Group Inc	Shadxing Opera Arts Presentation	Organise stage performance, including rehearsals and social gatherings for ethnic groups, especially focused on seniors.	Chinese Community, esp. seniors	19	\$2,000	\$2,000	
39	VIP Ashfield Group	Eye Care	Organise 6 bus outings for visually impaired people	Visually impaired people	22	\$1,370	\$1,370	
40	1st Haberfield Scout Group	1st Haberfield Scout Group 95th Anniversary Celebration	Organise a celebration to recognise the past 95 years for volunteers, leaders.	150 members, volunteers, parents etc	17	\$1,770	5820	
41	Sisters of Good Shepherd	WITHDRAWN	Person who submitted the grant has left and the remaining group members are not keen to carry out the project.					
42	Feng Huang Spiritual Cultivation Centre	FHY - Eco Enzyme	Teach DIY Eco Enzyme methods to families	1000 households		\$2,000	0	Environmental project: did not rank in top three
TOTAL						\$ 74,133.50	\$ 44,852.00	

Subject	MAIN ROAD LIGHTING IMPROVEMENTS
File Ref	Street lighting
Prepared by	Peter Cormican - Director Works & Infrastructure
Reasons	To advise Council on Ausgrid's proposal for Accelerated Deployment of Active Reactor High Pressure Sodium Lighting on Main Roads

Overview of Report

This report serves to advise Council on Ausgrid's proposal for Accelerated Deployment of Active Reactor High Pressure Sodium Lighting on Main Roads.

Background

By letter dated 6 February 2013 Ausgrid seeks Council advice on whether it wishes to participate in the subject accelerated deployment of Active Reactor High Pressure Sodium Lighting on Main Roads.

Additional advice has been received from SSROC Street Lighting Improvement Program recommending to replace mercury vapour lighting with high pressure sodium lighting on Council's network. This applies to lighting on Main Roads only.

SSROC have provided the following recommendation to all Councils:

- a) *accept Ausgrid's proposal for accelerated deployment of Active Reactor HPS;*
- b) *note to Ausgrid that Council intends to quarantine selected shopping and entertainment precincts where there would be clear socio-economic benefit of high quality white light at some future stage (eg when LEDs for main roads are adopted); and*
- c) *note to Ausgrid that, Council reserves the right to suspend accelerated installations of Active Reactor HPS lighting should the NSW Energy Savings Scheme pricing fall appreciably or the scheme be substantially modified or terminated for any reason.*

SSROC SLI have provided indicative costing for Ashfield should it wish to take up the Ausgrid offer. The financial implications of this proposal in year one would require an adjustment to Councils budget by, up to, an additional \$75,274. Note that as timing for the start of the project is not yet confirmed by Ausgrid, the years in which the budget be impacted are not absolute.

On behalf of participating Councils SSROC propose to apply for NSW Energy Saving Scheme (ESS) credits. If approved these would be applied to reduce the impact on Council's budget, these cannot be guaranteed, in the first instance. The potential impact for next year is therefore a maximum increase of \$75,274. However, in year 2+ Council would anticipate a net cost saving of 24% (\$45,029) per annum.

SSROC are promoting the immediate replacement of 700w lamps at a cost to Ashfield of \$1,666.28. This is supported and may be implemented from the current 2012/13 street lighting budget allocation.

An alternative exists to not participate in the upgrade and wait for LED technology to replace 250w and 400w mercury vapour luminaries, SLI advice is that it is likely to be some years before Ausgrid adopts LED lighting for main roads, and in the meantime most of the existing lamps would be replaced at 10-15% p.a. due to age.

Financial Implications

The risk to Council is that there is a material possibility of substantive changes or even discontinuation of key energy efficiency funding programs (including the Energy Saving Scheme and the Commonwealth CEEP program). As noted above, from a risk management perspective, and as Council's 2013/2014 budget makes no allowance for the current proposal, an additional \$75,274 would need to be allowed to cover this eventuality.

SSROC offer to co-ordinate a joint application for NSW Energy Saving Scheme credits from the deployment of the new lamps to help cover the undepreciated residual asset cost on the old lighting to be removed. (Current amount owing **\$96,098** for 250W and 400W and **\$1,666.28** for 700w lamps).

Should that application be successful, based on the projections provided by SSROC SLI Program for ESS credits at the current spot price of \$26/ESSC, an overall positive payback would occur in year 1, saving \$77,685. Even at a reduced ESSC of \$20 /credit a positive payback would occur in year 1, saving \$42,387. Should Council be unsuccessful in obtaining ESS credits the year 1 result would be an additional cost to Council of \$75,274 as noted above. However in future years this initiative would return a net cost saving of \$45,029 per annum plus a net GHG reduction of 519.7 tonnes Co2/year.

SSROC Street Lighting Improvement Program advisor Mr. Graham Mawer (from Next Energy) reported that each Council has a different financial situation, but generally Councils are supporting the proposal. Some Councils like Marrickville Council are deciding to quarantine shopping precincts and wait for LED technology to be developed for these precincts. The key future challenge of ESS credits is that Councils will be exposed to spot (market) prices. Graham is suggesting that SSROC Councils may collectively wish to engage him to monitor the market to ensure the best price is received for the credits sold.

In addition, and as an aside, Council receives a Traffic Route Lighting Subsidy (TRLS) for Main Road lighting from RMS. The RMS has been reviewing the model for funding and one option was for them to completely take over the lighting on Main Roads. By advice dated 11 February 2013 RMS has decided to set the subsidy at broadly 50% of the total cost of eligible main road lights which will take the subsidy back to the level it was historically at.

A study conducted for the RMS in 2011 suggested that the average TRLSS payment had been progressively eroded in recent years and was down to 43% of total lighting costs in 2010/11. The relative contribution of the TRLSS has fallen further with recent sharp street lighting price increases. While the benefits of taking funding back up to the 50% level will vary widely by LGA, SSROC estimates that several million dollars a year in additional funding will flow to Councils by the time this change is implemented next year.

Comments from Sustainability Team Leader

The proposal is supported due to the favourable greenhouse implications of Active Reactor HPS, which includes an estimated reduction of 519.7t CO²/year and the improved energy efficiency resulting from the updated globes. Statistically this represents an immediate 52% reduction in energy demand and greenhouse gas emissions within the Ashfield LGA for lighting on Main Roads.

The work that the SSROC street lighting project has achieved on behalf of Councils, not only within the SSROC region, but from Sutherland up to Port Stephens, in terms of regional collaboration and negotiation with Ausgrid, is recognised nationally. This initiative is a great step forward in reducing not only the running costs of street lighting that are passed through to Councils, but also greenhouse gas emissions resulting from energy demand in the region as annual charges for the Active Reactor HPS lighting are 23-39% lower than the current, old mercury vapour lights.

ATTACHMENTS

There are no supporting documents for this report.

RECOMMENDATION

- 1/2 That Council proceed with the Ausgrid proposal to replace Mercury Vapour lamps with High Pressure Sodium lamps on Main Roads in accordance with SLI recommendations as follows:**
- a) Council accept Ausgrid's proposal for accelerated deployment of Active Reactor HPS;**
 - b) note to Ausgrid that Council intends to quarantine selected shopping and entertainment precincts where there would be clear socio-economic benefit of high quality white light at some future stage (eg when LEDs for main roads are adopted); and**
 - c) note to Ausgrid that, Council reserves the right to suspend accelerated installations of Active Reactor HPS lighting should the NSW Energy Savings Scheme pricing fall appreciably or the scheme be substantially modified or terminated for any reason.**
- 2/2 That the financial implications be noted, with a worst case scenario requiring the payment of undepreciated residual values of \$96,098 for 250W and 400W lanterns and \$1,666.28 for 700 W lanterns.**

PETER CORMICAN
Director Works & Infrastructure