

ORDINARY COUNCIL MEETING

AGENDA

Notice is hereby given that an Ordinary Council Meeting will be held at the:

Council Chambers, City of Canada Bay Civic Centre, Drummoyne

Tuesday, 14 June 2022

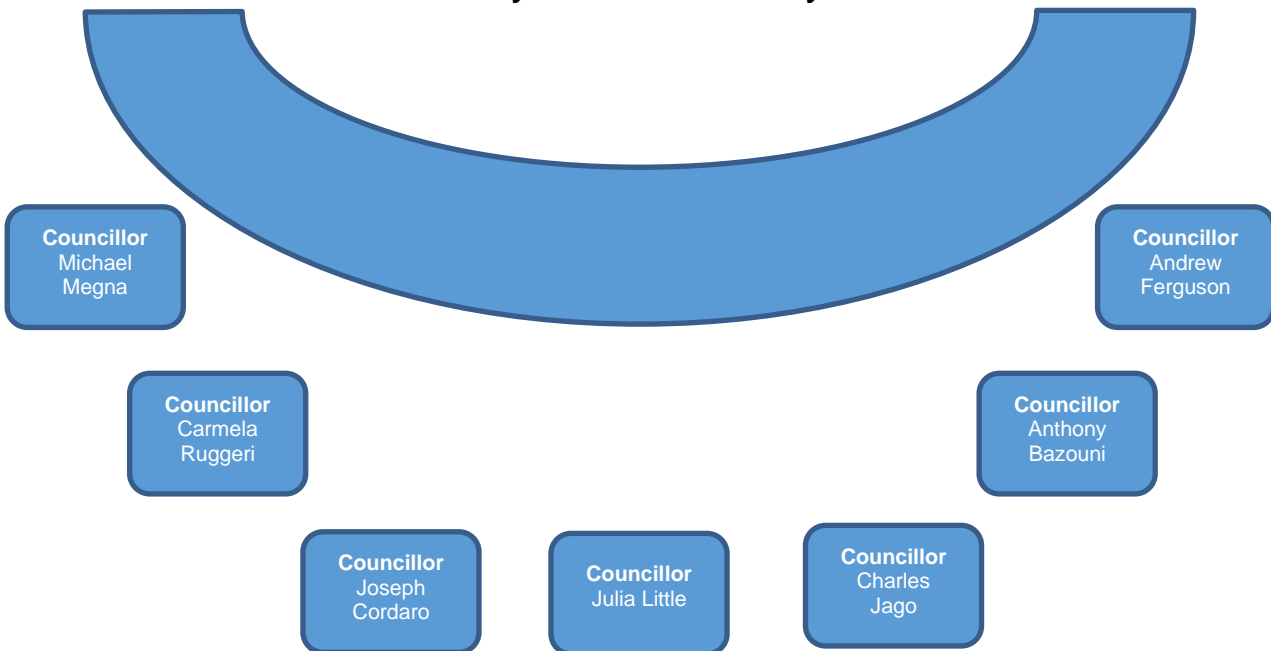
Beginning at 6.00pm for the purpose of considering and determining matters included in this agenda.



John Clark
General Manager



Councillors
City of Canada Bay



Statement of Ethical Obligations

The Mayor and Councillors are bound by the Oath/ Affirmation of Office made at the start of the Council term to undertake their civic duties in the best interests of the people of the City of Canada Bay and to faithfully and impartially carry out the functions, powers, authorities and discretions vested in them under the Local Government Act or any other Act, to the best of their skill and judgement.

It is also a requirement that the Mayor and Councillors disclose conflicts of interest in relation to items listed for consideration on the Agenda or which are considered at this meeting in accordance with Council's Code of Conduct and Code of Meeting Practice.

**Agenda for an Ordinary Council Meeting
to be held on Tuesday 14 June 2022
at the Council Chambers, City of Canada Bay Civic Centre, Drummoyne
Commencing at 6.00pm**

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1 ACKNOWLEDGEMENT OF COUNTRY

The City of Canada Bay acknowledges the Wangal clan, one of the 29 tribes of the Eora nation and the traditional custodians of this land.

The City's Council pays respect to Elders past and present and extends this respect to all Aboriginal people living in or visiting the City of Canada Bay.

2 APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE BY COUNCILLORS

In accordance with clauses 6.3, 6.4 and 6.5 of Council's Code of Meeting Practice, apologies must be received and accepted from absent Councillors and a leave of absence from the Council Meeting may be granted.

3 CONFIRMATION OF MINUTES

3.1 MINUTES OF ORDINARY COUNCIL MEETING HELD 17 MAY 2022

RECOMMENDATION

That the minutes of the Ordinary Council Meeting of 17 May 2022 copies of which were previously circulated, are hereby confirmed as a true and correct record of the proceedings of that meeting.

4 DISCLOSURES OF INTERESTS

In accordance with Part 16 of Council's Code of Meeting Practice, all Councillors must disclose and manage any conflicts of interest they may have in matters being considered at the meeting.

5 MAYORAL MINUTE(S)**ITEM 5.1 MAYORAL MINUTE - TRAFFIC STUDY - RHODES**

Submitted by: Councillor Stephanie Di Pasqua (Deputy Mayor)

MOTION

That a Council workshop be conducted and a subsequent report be prepared and submitted to Council regarding road safety in Rhodes including:

- Investigations that have been undertaken into road safety and pedestrian issues in Rhodes
 - What works are currently planned
 - What further works may be required
 - What action is being undertaken to monitor traffic management around construction sites.
-

BACKGROUND

The City of Canada Bay is committed to road safety and to the safety of pedestrians in all of our villages and town centres. We are proud of our history of helping people get around our area safely.

I have heard from a number of community members that they are concerned about road and pedestrian safety in Rhodes. In particular, they have identified a need for additional pedestrian crossings, and raised concerns about vehicle speeds and noise, as well as issues with traffic management around construction sites. As the area continues to change we need to ensure that action is being taken to respond to those changes.

I understand Council staff have undertaken recent investigations to gather up to date information on traffic conditions in Rhodes. I believe that the City of Canada Bay should review the latest information we have on road safety investigations in Rhodes, what works are currently planned in the area and what further works should be considered.

In addition, Council should also review how traffic is being managed around construction sites to ensure appropriate measures are being put in place to protect our community.

I have been made aware of concerns relating to pedestrian safety. While this Council has a strong track record on road safety in our area, we can always do more. I propose that Council takes action to look at ways to improve pedestrian safety in Rhodes.



Stephanie Di Pasqua

DEPUTY MAYOR

ITEM 5.2 MAYORAL MINUTE - ONGOING REQUIREMENT FOR SPECIAL EVENT FERRIES

Submitted by: Councillor Stephanie Di Pasqua (Deputy Mayor)

MOTION

That Council write to Minister for Transport David Elliott requesting a plan for additional special event ferry services for Vivid Sydney and other major Sydney Harbour events.

BACKGROUND

Last week I was made aware of an issue surrounding local ferry services not meeting the demands of our residents wishing to travel to the Vivid Sydney festival.

For our community, one of the key benefits of living in our area is access to the Paramatta River. The City of Canada Bay has always advocated for appropriate ferry services to meet the needs of our residents.

The information I received from residents reflected a report in the Daily Telegraph which highlighted the issue of our local residents not being able to board ferry services to Vivid over the weekend of 4–5 June due to overcrowding.

Many residents were left waiting as services did not stop at our local wharves due to the ferries reaching capacity at earlier wharves.

While bus services are available to our local residents, one of the great attractions of the Vivid festival is arriving to Circular Quay by ferry under the Harbour Bridge. Furthermore, I have concerns that this ongoing issue may discourage the use of our public ferries, increasing reliance on private vehicles, further clogging our local streets, and impacting on our targets for community emission reductions.

With this year's festival coming to an end this week, Council should write to the Minister for Transport David Elliott to advocate for special event ferry services to be put in place for major Sydney Harbour festivals and events such as Vivid or Australia Day celebrations. These additional services should begin their journey further along the river to allow City of Canada Bay residents the opportunity to access ferries during special events.



Stephanie Di Pasqua

DEPUTY MAYOR

ITEM 5.3 MAYORAL MINUTE - FEDERAL MEMBER FOR REID

Submitted by: Councillor Stephanie Di Pasqua (Deputy Mayor)

MOTION

That Council congratulate newly elected Member for Reid, Ms Sally Sitou.

BACKGROUND

At last month's Federal election, Sally Sitou was elected to our local seat of Reid to represent our local community in Federal Parliament.

I ask Council to join me in congratulating Ms Sitou and welcoming her as a representative of our wonderful local community. Our Council looks forward to working with Ms Sitou on furthering the ambitions of our community and making our area a better place to live.

The City of Canada Bay has always had a great working relationship with our local Federal Member and I look forward to this continuing with Ms Sitou.

I would like to thank former Member for Reid Dr Fiona Martin for her service to our community.

Council worked closely and fruitfully with Dr Martin over the course of her time as Member for Reid. On behalf of Council, I thank Dr Martin for her service to our community and wish Dr Martin the best in her future endeavours.

I would also like to commend Cr Charles Jago for his efforts during the election campaign where he stood for the seat of Reid as a representative for the Greens. All Councillors are aware of the personal toll a lengthy election campaign can take, and we thank Cr Jago and all candidates for the seat of Reid.

On behalf of Council, I congratulate Ms Sitou, with whom we look forward to working with for the benefit of our community.



Stephanie Di Pasqua

DEPUTY MAYOR

6 PUBLIC FORUM

In accordance with Part 5 of the Code of Meeting Practice, residents, ratepayers, applicants or other persons may request to address Council in relation to any one matter related to the general business of Council but not the subject of a report on the agenda (Public Forum) and no more than two matters listed for consideration on the agenda (Public Address).

7 ITEMS RESOLVED BY EXCEPTION

In accordance with Part 13 of the Code of Meeting Practice, items that are dealt with by exception are items where the recommendations contained in the staff reports in the agenda are adopted without discussion.

8 EXECUTIVE SERVICES DIRECTORATE REPORTS

Nil

9 COMMUNITY AND ENVIRONMENTAL PLANNING DIRECTORATE REPORTS

ITEM 9.1 DA DETERMINATIONS BY THE LOCAL PLANNING PANEL AND STAFF UNDER DELEGATION

Reporting Manager Local Planning and Development Review Panel Coordinator
Manager Statutory Planning

Attachments: Nil

RECOMMENDATION OF DIRECTOR COMMUNITY AND ENVIRONMENTAL PLANNING

That Council receive and note the information contained in the report on development application determinations by the Local Planning Panel, and Staff, under delegation (for the period 1 May 2022 and 31 May 2022).

PURPOSE

This report outlines development application (DA) determinations by the Canada Bay Local Planning Panel (CBLPP) and Staff under delegation.

EXECUTIVE SUMMARY

This report provides Development Application statistical data in accordance with Council's resolution of 6 February 2018 on applications received, determined, and applications considered by the Canada Bay Local Planning Panel (CBLPP).

STRATEGIC CONNECTION

This report supports YOUR future 2030 Outcome area:

VSA 5.4.1 Provide transparent and informative Statutory Development services to assure approval processes are streamlined and timely and effective compliance is achieved.

BACKGROUND/DISCUSSION

This report provides DA statistical data in accordance with Council's resolution of 6 February 2018 on applications received, determined and applications considered by the Canada Bay Local Planning Panel (CBLPP).

Items for CBLPP Meeting on 25 May 2022

There were no applications referred to the CBLPP meeting on 25 May 2022 and, as such, the meeting was cancelled.

Items for next CBLPP Meeting on 29 June 2022

As of the date of this report, the following applications are proposed to be referred to the next meeting of the CBLPP to be held on 29 June 2022. It should be noted that the assessment reports for these matters are yet to be completed, and that not all matters may be finalised in time for the agenda for the upcoming CBLPP meeting to be published on Council's webpage by close of business on Thursday, 16 June 2022:

- DA2021/0266 - 29 Lenore Street, Russell Lea - Demolition of structures and construction of a two-storey dwelling with basement parking and swimming pool.

Development Applications – Determined

The following Development Applications have been determined by staff under delegation between 1 May 2022 and 31 May 2022:

DA NO	DATE LODGED	PROPERTY	DESCRIPTION OF DEVELOPMENT	DATE DETERMINED & DECISION
DA2021/0344	16.12.2021	22 College Street, Drummoyne	Alterations and first floor additions to existing dwelling	Approved 04.05.2022
DA2021/0280	15.10.2021	4 Killoola Street, Concord West	Demolition of existing structures, construction of two storey attached dual occupancy with pools, associated landscape works and strata subdivision	Approved 06.05.2022
DA2021/0268	26.10.2021	12 Mons Street, Russell Lea	Demolition of the rear addition, and replacement construction of a new ground floor addition and construction of a pool and carport	Approved 06.05.2022
DA2021/0286	21.10.2021	14 Ian Parade, Concord	Alterations and additions to registered Club premises incorporating expanded alfresco gaming and TAB areas	Approved 06.05.2022
DA2022/0072	09.03.2022	128 Lower St Georges Crescent, Drummoyne	New boundary fence and open canopy over bin enclosure	Approved 06.05.2022
DA2022/0051	18.02.2022	1-11 George Street, North Strathfield	Alteration and change of use of Building 5 and 10 at the Bakehouse Quarter	Approved 06.05.2022
DA2020/0314	12.11.2020	16 McGrath Avenue, Five Dock	Demolition of the existing structures and the erection of a two story dwelling with basement, front fence and an pool	Approved 06.05.2022
DA2022/0094	07.04.2022	2 Abbotsford Cove Drive, Abbotsford	Removal of a Eucalyptus Racemosa and removal of a Fan Palm Tree	Approved 06.05.2022
DA2022/0105	08.04.2022	129 Links Avenue, Concord	Removal of one Tea Tree from front of site	Approved 06.05.2022
DA2021/0231	02.09.2021	20 Montrose Road, Abbotsford	Demolition of existing structures and construction of a two storey attached dual occupancy development with strata title subdivision	Approved 06.05.2022
DA2021/0236	07.09.2021	7 Braddon Street, Concord	Demolition of the existing structures and construction of a two storey dwelling with lower ground level, swimming pool and related landscaping	Approved 10.05.2022
DA2022/0010	10.01.2022	7 Bayview Street, Concord	Demolish existing structures and construction of a new dwelling with basement and front fence	Approved 11.05.2022

DA NO	DATE LODGED	PROPERTY	DESCRIPTION OF DEVELOPMENT	DATE DETERMINED & DECISION
DA2021/0174	12.08.2021	11 Marmion Road, Abbotsford	Alterations and additions to a two storey dwelling including a garage, entry stair and cabana	Approved 11.05.2022
DA2020/0347	09.12.2020	70 Blackwall Point Road, Chiswick	Alterations and additions to existing semi-detached dwelling	Refused 13.05.2022
DA2021/0332	16.12.2021	2 Tripod Street, Concord	Strata subdivision of existing dual-occupancy	Approved 13.05.2022
DA2022/0015	22.02.2022	20 Victoria Road, Drummoyne	Removal of existing front fence and gate at front of property and replace with a new fence and gate. Original secondary gate to be reinstated	Approved 13.05.2022
DA2022/0006	25.01.2022	42B Drummoyne Avenue, Drummoyne	Construction of a carport in the driveway forward of the building line	Approved 13.05.2022
DA2022/0069	02.03.2022	1-11 George Street, North Strathfield	Change of use of the existing tenancy to allow use as an education centre (Reading Town) for children with maximum of 50 children, operating from Monday to Saturday 8am to 9pm	Approved 13.05.2022
DA2022/0109	13.04.2022	17 Edward Street, Concord	Alterations and additions to existing dwelling	Approved 13.05.2022
DA2022/0074	10.03.2022	11 Breakfast Point Boulevard, Breakfast Point	Construction of an awning	Approved 13.05.2022
DA2022/0122	29.04.2022	59 Tranmere Street, Drummoyne	Removal of a Jacaranda and Tree Fern from front yard, and a Willow tree from the rear yard.	Approved 17.05.2022
DA2022/0028	04.02.2022	34 Abbotsford Parade, Abbotsford	Construction of a car hardstand space for the purpose of parking a vehicle	Approved 19.05.2022
DA2021/0211	17.08.2021	39 Janet Street, Russell Lea	Demolition of existing structure and construction of attached dual-occupancy	Approved 20.05.2022
DA2021/0291	08.11.2021	69 Alexandra Street, Drummoyne	Alterations and additions to the existing dwelling and a new first floor secondary dwelling/studio over the existing rear garage	Approved 20.05.2022
DA2022/0113	14.04.2022	2/47 Alexandra Street, Drummoyne	Proposed demolition of existing garage whilst maintaining existing slab, propose new upgrade and raise roof line	Approved 20.05.2022
DA2021/0363	17.12.2021	95 Llewellyn Street, Rhodes	Extension of concrete driveway, construction of a front entrance boundary wall, pedestrian gate and vehicle gate	Approved 20.05.2022
DA2022/0046	16.02.2022	1/239 Great North Road, Five Dock	Proposed change of use and shop Fit-Out to gym	Approved 24.05.2022

DA NO	DATE LODGED	PROPERTY	DESCRIPTION OF DEVELOPMENT	DATE DETERMINED & DECISION
DA2022/0012	07.01.2022	8A Drummoyne Avenue, Drummoyne	Create new store in existing sub-floor area, new access doors to store, new sandstone cladding to base of residence, removal of elevated path, extension to an existing elevated deck	Approved 24.05.2022
DA2022/0058	01.03.2022	19-21 Tennyson road, Breakfast Point	Remedial works to the Tennyson Road Heritage Wall as well as underpinning to be installed for support	Approved 25.05.2022
DA2022/0124	27.04.2022	19 Leeds Street, Rhodes	Use of a component of existing building as a gin distillery	Approved 26.05.2022
DA2022/0126	28.04.2022	40 Gipps Street, Drummoyne	Removal of a damaged Jacaranda Tree and pruning of Acer Tree on subject site and pruning of overhanging Ficus Tree branches located at rear of No. 38 Gipps Street	Approved 26.05.2022
DA2021/0075	06.04.2021	244 Concord Road, Concord West	Demolition of existing structures and construction of a two storey attached dual occupancy with strata subdivision	Approved 26.05.2022
DA2021/0124	09.06.2021	4 Inverary Street, Concord	Demolition of Existing Structures and the construction of a two story residential dual occupancy with associated basement level parking and Strata Subdivision	Refused 27.05.2022
DA2021/0350	17.12.2021	4 Braddon Street, Concord	Demolition of all existing structures and construction of an attached dual-occupancy with strata subdivision	Approved 27.05.2022
DA2021/0369	21.12.2021	14 Myall Street, Concord West	New double garage, enclose balcony into room, and new deck to rear of house, removal of two trees	Approved 27.05.2022

Total Number of DAs Determined = 35

Development Applications - Lodged

The following Development Applications were lodged with Council during the same period, 1 May 2022 and 31 May 2022:

DA NO	DATE LODGED	PROPERTY	DESCRIPTION OF DEVELOPMENT
DA2022/0114	03.05.2022	56-62 Majors Bay Road, Concord	The construction of a new single-storey storeroom located on the first floor level; Installation of folding louvres to enclose the open space north of the store room for ventilation requirements, Removal of 3 car parking spaces; Line marking; and an overall increase of gross floor area by 25m ²

DA NO	DATE LODGED	PROPERTY	DESCRIPTION OF DEVELOPMENT
DA2022/0127	04.05.2022	118 Gipps Street, Drummoyne	Proposed Carport and Landscaping
DA2022/0129	06.05.2022	19/203-211 Great North Road, Five Dock	Alterations and additions and change in use of an existing commercial tenancy/dance studio for the purpose of a new childcare centre. The development seeks to reconfigure the existing building and add one (1) additional level so as to enable the provision of a childcare centre capable of accommodating ninety-six (96) children, with Thirty-four (34) parking spaces
DA2022/0134	06.05.2022	17 Sanders Parade, Concord	Demolition of existing structures and construction of a new double storey dwelling and landscaping
DA2022/0132	06.05.2022	133 Great North Road, Five Dock	Proposed fitout and use as a Nail salon
DA2022/0130	06.05.2022	66 Thompson Street, Drummoyne	Removal of 3 trees: Pine Tree; Jacaranda Tree; and Robina
DA2022/0131	06.05.2022	125 Parramatta Road, Concord	Alterations and additions to existing residence and restoring original commercial use at the street frontage
DA2022/0135	10.05.2022	1 Creewood Street, Concord	Pruning of two trees
DA2022/0137	11.05.2022	16 Chiswick Street, Chiswick	Roof area of the first floor of a dual occupancy as a rear balcony
DA2022/0141	12.05.2022	1 Potter Street, Russell Lea	Demolition of existing structures and construction of a two storey dwelling with pool and front and side fence
DA2022/0136	12.05.2022	32 Myall Street, Concord West	Alterations and additions to existing dwelling
DA2022/0140	12.05.2022	3 Josselyn Place, Concord	Demolition of existing building and construction of a two storey dwelling with basement
DA2022/0142	12.05.2022	49 Mepunga Street, Concord West	Demolition of existing outbuildings and construction of a secondary dwelling
DA2022/0143	12.05.2022	34 Lenore Street, Russell Lea	Installation of a swimming pool and tiled surrounds
DA2022/0138	13.05.2022	24 Park Avenue, Drummoyne	Replace a Dilapidated window, an addition of a new window and replacing rear hinged door with a sliding door
DA2022/0133	13.05.2022	23 Cormiston Avenue, Concord	Tree to be removed from rear of dwelling
DA2022/0111	16.05.2022	46 Campbell Street, Abbotsford	Demolition of existing garage and construction of a new double-car garage
DA2022/0150	19.05.2022	5 Mepunga Street, Concord West	Demolish existing garage and replace with new garage and a single carport in front of the garage

DA NO	DATE LODGED	PROPERTY	DESCRIPTION OF DEVELOPMENT
DA2022/0149	19.05.2022	270-272 Concord Road, Concord West	Removal of two Lemon Scented Gums (<i>Corymbia citriodora</i>) on the eastern edge of the property that runs along Concord Road
DA2022/0146	19.05.2022	96 Queens Road, Five Dock	Use as artisan food and drink industry use to existing DA #390/2014, with seating for 49 persons, increase retail trading days to include Sundays and increase daily retail hours till 10pm - 7 days, Erect a pylon lit sign inside the boundary to fit with neighbours signage
DA2022/0139	19.05.2022	20 Thornley Street, Drummoyne	Alterations and additions to an existing dwelling
DA2022/0145	24.05.2022	65 Parramatta Road, Concord	Removal of existing concrete slab, minor excavation and filling of land; Construction of a single storey building within internal mezzanine for use as a plumbing supplies store; Provision of 10 onsite car parking spaces and a loading area to the west of the proposed building; Business identification signage; and Retention of existing vehicular access via Parramatta Road with minor modifications
DA2022/0147	24.05.2022	33 Ingham Avenue, Five Dock	Demolition of existing structures and construction of a two storey dwelling with basement, pool and landscaping
DA2022/0154	25.05.2022	133 Great North Road, Five Dock	Change of use and fitout of an existing premise (Shop 4) for a take away and cold food premises to include counter, wash/prep area
DA2022/0157	25.05.2022	8A Thompson Street, Drummoyne	Alterations and additions to existing dwelling
DA2022/0144	26.05.2022	7 Ada Street, Concord	Alterations to carport
DA2022/0153	27.05.2022	132 Burwood Road, Concord	Demolition of existing structures and construction of a two-storey dwelling with outbuilding
DA2022/0155	27.05.2022	14 Drummoyne Avenue, Drummoyne	Partial demolition and refurbishment of the existing building known as "Kelvin", former Marist Brothers' dormitory and meeting rooms, to a dwelling-house, with associated landscaping and stormwater works. The federation dwelling known as Melton will not be altered
DA2022/0152	27.05.2022	38 Bayswater Street, Drummoyne	Demolition of the existing dwelling house, Construction of a 3 storey residential flat building containing three (3) residential units, 1 basement level containing seven (7) carparking spaces, a waste room and associated storage rooms, and Associated landscaping and civil works

DA NO	DATE LODGED	PROPERTY	DESCRIPTION OF DEVELOPMENT
DA2022/0161	27.05.2022	1 Campbell Street, Abbotsford	Alterations and additions to existing dwelling house and garage, construction of swimming pool and associated structures
DA2022/0151	30.05.2022	19-19A Roseby Street, Drummoyne	Fitout of shop 146B as a restaurant in the Birkenhead Point shopping complex
DA2022/0156	30.05.2022	70 Tranmere Street, Drummoyne	Internal alterations to an existing dwelling
DA2022/0158	30.05.2022	62 Millar Street, Drummoyne	Alterations and first floor addition to existing dwelling and new pool
DA2022/0159	30.05.2022	29 Hampden Road, Russell Lea	Development Application - Residential - Alterations and Additions - Dwelling Extensions
DA2022/0160	31.05.2022	2 Rothwell Avenue, Concord	Demolition of existing buildings
DA2022/0162	31.05.2022	34 Walker Street, Rhodes	Amending DA for alterations and additions to consent DA2017/0544 including: - Additional 21 residential levels to Tower D (Levels 20 – 40) providing 178 x residential apartments - Additional 11 residential levels to Tower E (Levels 35 – 45) providing 95 x residential apartments - Additional 218 x parking spaces, comprising 204 x residential spaces (including 41 x accessible spaces) and 14 x visitor spaces

Total Number of DAs Lodged = 36

Variations to development standards

There were no variations made to a development standard (e.g. Building Height, Floor Space Ratio) under the provision of Clause 4.6 of the *Canada Bay Local Environmental Plan, 2013* for the period 1 May 2022 and 31 May 2022.

Land and Environment Court Appeals

The following provides an update on Land and Environment Court appeals as at 31 May 2022:

DA/APPEAL NO	PROPERTY	DESCRIPTION OF DEVELOPMENT	CURRENT STATUS
DA2019/0380	Gladesville Bridge Marina – 380 Victoria Place, Drummoyne	Class 1 Appeal against the actual Refusal of the development application for alterations and additions to the Gladesville Bridge Marina Council is listed as the First Respondent.	Five-day hearing on the appeal held 12, 13 and 16, 17 and 18 May 2022. The Commissioner has reserved his Judgement. A final decision is not anticipated for many weeks.

DA/APPEAL NO	PROPERTY	DESCRIPTION OF DEVELOPMENT	CURRENT STATUS
		Save the Gladesville Bridge Waterway Incorporated are listed as the Second Respondent	
DA2021/0089	30-34 Leicester Avenue, Strathfield	Class1 Appeal against the deemed Refusal of the development application for demolition of existing structures, amalgamation of lots and the construction of a five-storey residential flat building with 42 apartments and 46 car parking spaces.	Judgement handed down by the Commissioner on 3 June 2022. Application has been approved with suitable conditions.
DA2021/0167	34 Bayview Road, Canada Bay	Class 1 Appeal against the deemed refusal of the Demolition of existing structures and construction of a 48-place childcare facility, basement parking for 12 vehicles	Matter listed for conciliation conference on 10 June 2022
DA2021/0290	25 Abbotsford Parade, Abbotsford	Class 1 Appeal against the deemed refusal of the development application for Major alterations and additions existing dwelling	Matter listed for conciliation conference 15 and 16 August 2022
DA2021/0082	71-75 Victoria Road, Drummoyne	Class 1 Appeal against the deemed refusal of the development application for: Demolition of existing structures, site consolidation and construction of a new mixed use development comprising basement carparking, two (2) retail tenancies, four (4) live/work tenancies and twenty-nine (29) residential apartments. The proposal incorporates the removal of three (3) existing driveways and construction of a new driveway accessing the site from Day Street, and approval will be required pursuant to S138 of the Roads Act 1993	Matter listed for conciliation conference on 8 August 2022
DA2021/0179	2 Swan Avenue Strathfield	Class 1 Appeal against the deemed refusal of the development application for: Demolition of the existing dwelling house and associated structures and construction of a three (3) storey x eighteen (18) room boarding house (incl. Manager's room) with parking for one (1) car, four (4)	Matter listed for conciliation conference on 3 August 2022

DA/APPEAL NO	PROPERTY	DESCRIPTION OF DEVELOPMENT	CURRENT STATUS
		motorcycles and four (4) bicycles under State Environmental Planning Policy (Affordable Rental Housing) 2009	
DA2022/0065	13-15 and 21-23 Parramatta Road, Five Dock (Illinois Hotel)	Class 1 Appeal against the deemed refusal of the development application for Change of use external area & extension of opening hours at the Illinois Hotel	Matter listed for first directions hearing 22 June 2022
DA2022/0095	13-15 and 21-23 Parramatta Road, Five Dock (Illinois Hotel)	Class 1 Appeal against the deemed refusal of the development application for Alterations & Additions to existing Pub "The Illinois Hotel"	Matter listed for first directions hearing 22 June 2022

Of the above eight listed matters before the Land and Environment Court, there are currently seven active appeals.

FINANCIAL CONSIDERATIONS

There are no financial considerations associated with this report.

LEGISLATIVE AND POLICY CONSIDERATIONS

This report is provided for Council's information in response to the Council resolution of 6 February 2018.

ITEM 9.2 COMMUNITY ENGAGEMENT STRATEGY**Reporting Manager** Community Engagement Coordinator**Attachments:**

1. **Draft Community Engagement Strategy** [↓](#)
2. **Draft Community Engagement Policy** [↓](#)

RECOMMENDATION OF DIRECTOR COMMUNITY AND ENVIRONMENTAL PLANNING

That:

1. The draft *Community Engagement Policy* and draft *Community Engagement Strategy* attached to the report, be placed on public exhibition.
 2. Following the public exhibition period, a further report, including details of any submissions, be submitted to Council.
-

PURPOSE

To put on exhibition the updated Community Engagement Strategy in line with the new Council term.

EXECUTIVE SUMMARY

The City of Canada Bay, under the *Local Government Act 1993*, is required to have a community engagement strategy based upon social justice principles. The strategy provides a roadmap for creating and maintaining good relationships and effective engagement with our community and key stakeholders.

A new draft *Community Engagement Strategy* has been developed which outlines a detailed plan for how Council will engage with the community. Council's existing *Community Engagement Policy* (2017) has also been reviewed and updated.

This report recommends that endorsement the draft *Community Engagement Strategy* and the updated draft *Community Engagement Policy* be placed on public exhibition for 28 days.

STRATEGIC CONNECTION

This report supports YOUR future 2030 Outcome area:

EEG 4.1.1 Community Engagement provides direction for planning and the two way flow of information contributes to decision making.

BACKGROUND/DISCUSSION**Community Engagement Policy**

Council's existing *Community Engagement Policy* (adopted 2017) provides a framework for how Council will undertake community engagement on issues or decisions for which Council is responsible. The policy outlines the seven key principles which guide community engagement, including social justice, inclusiveness, and participation rights of all. A number of strategies and plans, as well as detailed individual engagement plans are governed by this policy.

This policy is reviewed after each Council election, and in this instance, very minor amendments only, relating to clarification of the role of Council's *Community Participation Plan*, have been made. Council's *Community Participation Plan* is required under the *Environmental Planning and Assessment Act 1979*, and guides community participation and engagement on land use planning matters.

The updated draft policy is provided at Attachment 2.

Community Engagement Strategy

Under the *Local Government Act 1993*, all NSW councils must prepare and implement a community engagement strategy. The strategy must:

- be based on social justice principles
- identify relevant stakeholder groups in the community
- outline the methods Council will use to engage each of these groups, and
- allow sufficient time to undertake the engagement.

Council's *Community Engagement Strategy* is to be reviewed every four years in line with the election of a new Council and the review of the CSP. Many engagement activities, including the community engagement surrounding the review of the CSP, are guided by Council's *Community Engagement Strategy*. Due to COVID-19, the Council election was postponed until 2021, as was the review of this strategy.

The draft *Community Engagement Strategy* builds on the strategy adopted in 2018 and is positioned as a public facing document that explains community engagement, Council's purpose and principles for engaging the community, our social justice principles, and the consultation planning process.

Reflecting the principles established in Council's *Community Engagement Policy*, the draft *Community Engagement Strategy* establishes four principles to guide community engagement at the City of Canada Bay:

1. Deliberate — that the City adequately plans and tailors community engagement projects to suit our unique community
2. Transparent — that community engagement projects promote transparency in the City's work; that community engagement projects are clear in scope and purpose
3. Inclusive — that community engagement projects seek to include the voices and opinions of all affected community members to create comprehensive outcomes for the community as a whole; that the City provides an array of opportunities for the community to share ideas and feedback
4. Impactful — that community engagement projects result in tangible outcomes that reflect the community's feedback; that the City communicates how the community's feedback has been incorporated; that the City consistently evaluates the effectiveness of community engagement projects.

The review of the draft *Community Engagement Strategy* has been guided by learnings from past engagement projects and the community will be invited to provide feedback on the draft strategy when it is placed on public exhibition.

The updated draft Strategy is provided at Attachment 1.

TIMING

The *Community Engagement Strategy* must be exhibited for 28 days. Council's *Community Engagement Policy* is generally reviewed following the election of a new Council, and the *Community Engagement Strategy* is reviewed every four years in line with the election of a new Council and the review of the CSP.

FINANCIAL CONSIDERATIONS

The costs associated with community engagement vary from project to project and are typically factored into each project. Should a project require extensive community engagement, the estimated cost of these activities will be identified separately, and the community engagement budget can supplement project costs when necessary.

LEGISLATIVE AND POLICY CONSIDERATIONS

Under the *Local Government Act 1993*, all NSW councils must prepare and implement a community engagement strategy. The strategy must:

- be based on social justice principles
- identify relevant stakeholder groups in the community
- outline the methods Council will use to engage each of these groups, and
- allow sufficient time to undertake the engagement.

Community Engagement Strategy

Draft: June 2022



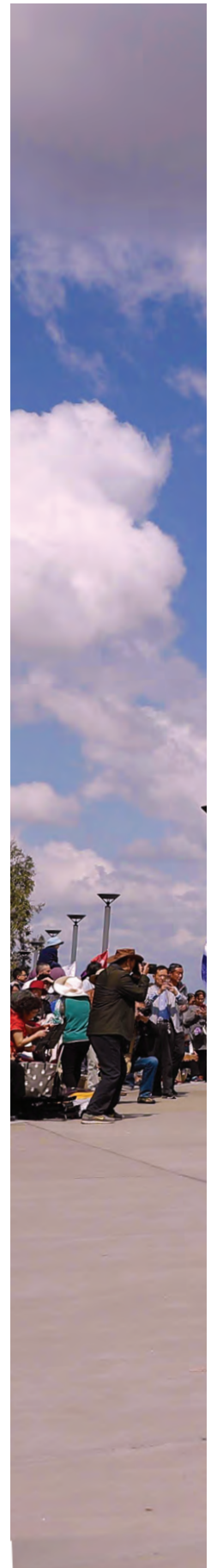
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Recognition of the Wangal Clan

The City of Canada Bay acknowledges Aboriginal and Torres Strait Islander peoples, in particular the Wangal Clan, one of the 29 tribes of the Eora nation, as traditional custodians of the lands where we live, learn and work.

Council pays respect to Elders past, present and emerging and extends this respect to all Aboriginal people living in or visiting the City of Canada Bay.





Introduction

This strategy reflects the ambitions of the City of Canada Bay to create a shared vision through community engagement. It aims to provide a roadmap for creating and maintaining good relationships and effective engagement with our community and stakeholders.

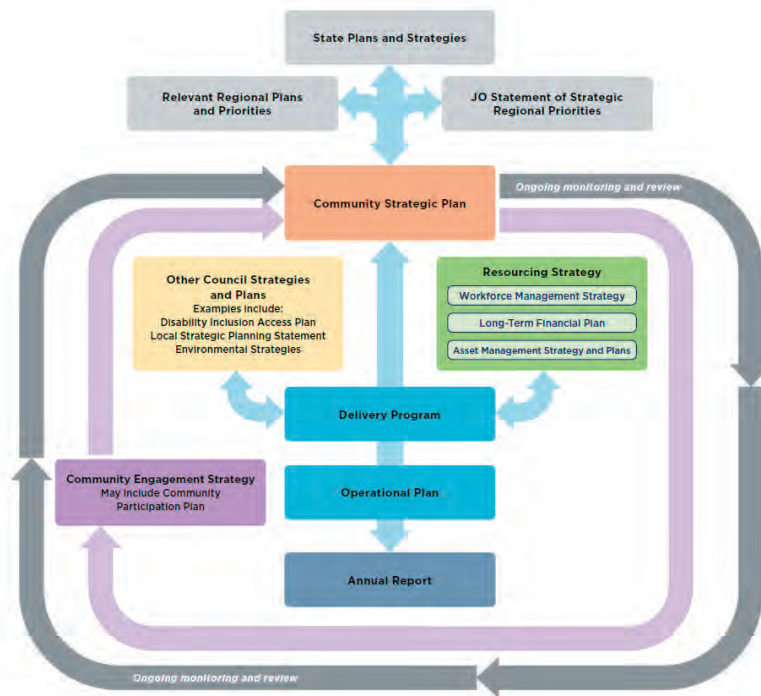
The purpose of the framework is to outline the principles and processes Council will use to engage the community in a range of planning contexts. This strategy acknowledges the varied levels of engagement required for different types of projects, and how we communicate with our community throughout the engagement process.

This document also describes how the Council's *Community Engagement Policy* will be implemented and it informs how individual engagement action plans will be developed and carried out.

What is community engagement?

The City of Canada Bay, under the *Local Government Act 1993*, is required to have a community engagement strategy, based upon social justice principles, for engaging the community when developing the community strategic plan and for other planning activities.

Some elements of community engagement are also directed by statutory requirements of the *Environmental Planning and Assessment Act*, including the *Community Participation Plan* which was adopted by the City of Canada Bay Council in November 2019.



“Community engagement is the process by which the community influences the City’s decision making on issues that matter to them. It allows for transparency in governance and informed decision making by promoting a shared responsibility for the decisions the City of Canada Bay makes. The process of engagement builds trust and manages risk by creating strong two-way communication throughout the decision making process.”



Why we engage — our purpose

Council uses the engagement process to inform priority setting and to understand the community's expected levels of service.

Effective community engagement also supports our capacity to achieve the City of Canada Bay's *Community Strategic Plan*. It provides a framework for addressing the need for sustained collaboration, partnerships and new ways of involving

and empowering our community under this plan.

The City of Canada Bay's community engagement strategy is guided by four key principles:

<p>PRINCIPLE 1: Deliberate — that the City adequately plans and tailors community engagement projects to suit our unique community.</p>	<p>HOW WE DELIVER ON IT:</p> <ul style="list-style-type: none"> • Project planning — implement a process to determine the level of engagement appropriate for each project and the techniques to be used. • Stakeholder database — maintain a database of community contacts for representative groups, venues and communication opportunities. • Staff training — ensure Council staff are appropriately trained in community engagement techniques and are informed about community engagement policies and guidelines. Develop an organisation-wide process that is included in all project plans, and as part of project management training and guidelines.
<p>PRINCIPLE 2: Transparent — that community engagement projects promote transparency in the City's work; that community engagement projects are clear in scope and purpose.</p>	<p>HOW WE DELIVER ON IT:</p> <ul style="list-style-type: none"> • Collaborate Canada Bay — provide clear and timely information on community engagement projects on our online platform, with regular updates, FAQs and the opportunity for community to ask questions.
<p>PRINCIPLE 3: Inclusive — that community engagement projects seek to include the voices and opinions of all affected community members to create comprehensive outcomes for the community as a whole; that the City provides an array of opportunities for the community to share ideas and feedback.</p>	<p>HOW WE DELIVER ON IT:</p> <ul style="list-style-type: none"> • Accessibility — ensure a broad mix of engagement channels are used including events, advertising, media releases, radio, website, public meetings, surveys and individual consultations in order to make public participation in decision making convenient.
<p>PRINCIPLE 4: Impactful — that community engagement projects result in tangible outcomes that reflect the community's feedback; that the City communicates how the community's feedback has been incorporated; that the City consistently evaluates the effectiveness of community engagement projects.</p>	<p>HOW WE DELIVER ON IT:</p> <p>Feedback loop — ensure the outcome of each community engagement activity is reported to participants in an appropriate way. This may include individual letters/emails or broad media releases or social media posts as required.</p> <ul style="list-style-type: none"> • Evaluation — commit to evaluating the effectiveness of each project with the project team, as well as annual reporting to leadership and seeking feedback from participants on the engagement process. <p>All of our work is underpinned by our values: our residents and volunteers, the economic health of our City, our unique environment, our foreshores, the quality of our recreation, and the character of our culture.</p>



What we engage on – our service scope

Council is committed to delivering a wide range of services for the community to work towards achieving the community aspiration and priorities as identified in the community strategic plan. The section below shows the services Council delivers in relation to the five themes of YOUR future 2030.

Theme 1: Inclusive, involved and prosperous

Community services

- Advocacy
- Children and family needs
- Community Grants and Club Grants
- Community safety and crime prevention
- Disability inclusion
- Positive ageing

Early childhood education and care

- Victoria Avenue Children's Centre and Precinct
- Wellbank Children's Centre
- Operational and business support

Five Dock Leisure Centre

- Health Club
- Gymnastics
- Stadium
- Operations
- Children programs

Libraries

- Five Dock and Concord libraries
- Library programs
- Library planning and strategy

Place management

- Events
- Place management
- Cultural development
- Community sponsorships
- Economic development
- Smart city

Recreation

- Cabarita and Drummoyne Swimming Centres
- Recreation planning
- Management of Barnwell Park and Massey Park Golf Courses
- Booking and use of parks and open space
- Major events at Drummoyne oval

Theme 2: Environmentally responsible

Building and streetscape maintenance

- Building maintenance
- Parks and sports field maintenance
- Streetscape maintenance
- Miscellaneous support services

Cleansing operations

- Street and footpath sweeping
- Amenities cleaning
- Reactive cleansing and litter removal
- Compactor operation
- Graffiti removal

Environmental health

- Public health compliance
- Environmental health compliance

Environmental sustainability

- Strategies and policies
- Council operations – initiatives
- Community events and education
- Community initiatives
- Committees and stakeholder groups
- Grants

Garden services and Bushcare

- Parks, reserves, traffic infrastructure and foreshore maintenance
- Bushcare

Open space planning

- Open space asset management
- Water security and energy efficiency
- Plans of management and masterplans
- Urban canopy services

Parks and water

- Community mowing
- Parks maintenance
- Operation and maintenance of water treatment plants
- Operation and maintenance of remote telemetry lighting and irrigation systems
- Sports field rebuild projects

Sports fields and golf courses

- Operation and maintenance of Barnwell Park and Massey Park Golf Courses
- Operation and maintenance of sports fields

Strategic asset services and innovation

- Strategic asset services
- Stormwater and floodplain management
- Marine asset management
- Engineering assessment referrals
- Management of developer works within the public domain

Tree services

- Public tree services
- Private tree services

Waste management

- Waste collection
- Strategic direction
- Community events, facilities and programs
- Education
- Illegal dumping and waste investigations

Theme 3: Easy to get around

Drainage work and infrastructure

- Stormwater drainage management
- Seawalls and marine Structures management

Assessment and construction of driveway and ancillary works

- Assessment and inspections
- Quotations to clients
- Construction (driveway and ancillary works)
- Formwork inspections
- Road opening permit approvals

Utilities restoration

- Utility restorations
- Driveways and road opening permits
- Civil project work (CAPEX and OPEX)
- Infrastructure maintenance and renewals

Infrastructure works

- Footpath, kerb and gutter maintenance
- Minor civil projects
- Footpath, kerb and gutter renewals
- Road maintenance

Infrastructure planning

- Investigations and civil design
- Project planning and management
- Infrastructure asset management
- Capital and renewal works

Traffic and transport

- Road approvals
- Education
- Parking
- Traffic
- Development assessments
- Transport advocacy
- Active transport

Theme 4: Engaged and future focused

Community engagement

- Community engagement

Major projects

- Projects delivery
- Project management

Strategic planning

- Land use planning
- Heritage protection
- Geographic information system
- Social planning and community participation
- Planning advice and planning certificates
- Development contributions

Theme 5: Visionary, smart and accountable

Building and compliance

- Accredited certifications (construction, complying development and occupational certificates)
- Principal certifying authority (inspections)
- Building compliance and enforcement
- Swimming pool inspections
- Fire Safety

Law enforcement and parking

- Parking enforcement
- Ranger enforcement

Council building and property

- Leasing and licensing
- Property portfolio management

Customer service – Civic Centre

- Counter service
- Call Centre
- Name and Address Register (NAR)

Mayoral and Councillor Support

- Civic events
- Support services
- Small grants program

Media and communications

- Media relations
- External and internal communications
- Mayoral management
- Council departmental support
- Graphic design

Statutory planning

- Development Applications
- Planning appeals
- Advice

Council venues for hire

- Bookings of community halls and venues
- Catering

Business improvement*

- Corporate improvement

Corporate strategy*

- Corporate planning
- Corporate reporting

Financial management*

- Strategic financial management
- Annual budget management
- Corporate financial accounting and reporting
- Financial systems maintenance
- Cashflow management
- Accounts payable
- Accounts receivable
- Rating Services

Fleet and mechanical workshop*

- Fleet and plant maintenance and repairs
- Fleet and plant procurement
- Community recycling service
- Council store

Governance*

- Governance
- Compliance
- Council and Committee Meetings
- Elections
- Support for elected representatives

Information systems*

- IT application
- IT infrastructure
- IT helpdesk

People and culture*

- Human resource operations
- Organisational development and learning
- Work Health and Safety
- Workers compensation
- Payroll

Procurement*

- Procurement planning and strategy development
- Tendering system management
- Contract management and preferred supplier program
- Procurement system management and development
- Conserve contractor management system

Records management*

- Information and correspondence management
- Records system management and compliance
- Government Information Public Access Act (GIPA Act)

Risk management*

- Business continuity plan and risk framework
- Corporate insurances
- Corporate claims management

* Internal service



Levels of government in Australia and their major areas of responsibility

1 Federal/ Commonwealth / Australian Government	Federal matters such as:
	Security
	Defence
	Immigration
	Environment
6 State and 2 Mainland Territory Governments	State matters such as:
	Roads
	Health
	Education
	Housing
	Police and Ambulance services
700 local Government	Local matters such as:
	Town planning
	Resource recovery
	Libraries and community facilities
	Dog registration
	Local roads

While we work with the community to understand the needs, wants and future focuses of those who live, work and visit the City of Canada Bay, we are able to work only in an advocacy role with regards to matters concerning the NSW Government which include:

- Main roads
- Public transport
- Housing
- Education
- Health
- Emergency services
- Regional planning.

The City of Canada Bay is also required to integrate the strategic plans created by the NSW Government with our own strategic plans.

The Federal Government responsibilities include security, defence, immigration, currency and the environment, and the City of Canada Bay is also required to comply with the rulings, legislation and planning documents developed by the Federal Government.

As with the NSW government responsibilities, we are able to work in an advocacy role only regarding Federal government responsibilities.

How we engage

The City of Canada Bay uses a range of engagement methods to reach our community – residents, workers, community groups, business, government and industry stakeholders – to share their feedback and ideas with us to help inform council decisions.



A combination of methods taken is unique to each project, and can include:

- Our dedicated online engagement platform collaborate.canadabay.nsw.gov.au
- Workshops and information sessions – both online and in-person
- Stakeholder meetings and roundtable discussions
- Children and youth workshops
- Social media
- Events – pop-ups, drop-ins, community events
- Media outreach
- Door knocking
- Letter box drops
- Website information
- Site signage
- Advisory panels and committees including the Access and Inclusion Committee, Environmental Advisory Committee, Audit, Risk and Improvements Committee, Traffic Committee, Rhodes Community Committee
- Public exhibitions
- Interagency meetings
- Annual customer satisfaction survey.

“Collaborate Canada Bay (collaborate.canadabay.nsw.gov.au) is where we present all our online community consultations, providing key information, participation opportunities and updated information as projects go from consultation to delivery. It is a state of the art platform with tools that include surveys, polls, social mapping, forums, multimedia sharing and participatory budgeting tools. We also report back on engagement results and outcomes when projects are completed on this platform. Project following capabilities also allow community members to register to receive information on projects that are relevant to them.”



How we engage key community stakeholder groups

We will use the following engagement methods, or a combination of these methods, to engage our key community stakeholder groups. Methods will vary depending on the needs of the engagement, that is:

- Purpose
- Scope
- Complexity of subject matter or sensitivity of project
- Level of engagement required.

Community stakeholder group	Engagement methods
Residents and ratepayers	<ul style="list-style-type: none"> • Surveys and polls • Intercept surveys • Social media polls • Workshops and information sessions • Door knocking • Events and pop-up engagement activities
Visitors and workers	<ul style="list-style-type: none"> • Surveys and polls • Intercept surveys • Social media polls • Events and pop-up engagement activities
Local business	<ul style="list-style-type: none"> • Surveys and polls • Workshops and information sessions with business owners and local Chambers of Commerce representatives • Door knocking
Young people 18-24	<ul style="list-style-type: none"> • Surveys and polls • Intercept surveys • Social media polls
People with disability	<ul style="list-style-type: none"> • Surveys and polls • Community workshops and information sessions with Auslan interpreters • Workshops and information sessions with local service providers
Culturally and linguistically diverse residents	<ul style="list-style-type: none"> • Surveys and polls translated into community languages • Workshops and information sessions with bilingual facilitators • Events and pop-up engagement activities
Children and adolescents (5-17 years)	<ul style="list-style-type: none"> • School workshops • Youth surveys • Events and pop-up engagement activities
Older people	<ul style="list-style-type: none"> • Surveys and polls • Intercept surveys • Workshops and information sessions • Events and pop-up engagement activities
Sporting groups and clubs	<ul style="list-style-type: none"> • Surveys and polls • Workshops and information sessions
Community groups (formal and informal)	<ul style="list-style-type: none"> • Surveys and polls • Workshops and information sessions



Who we engage – who we are

Population

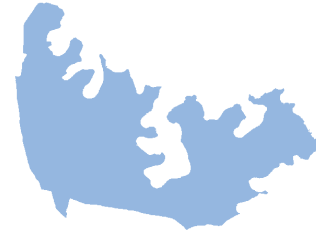
97,022

estimated population in 2022

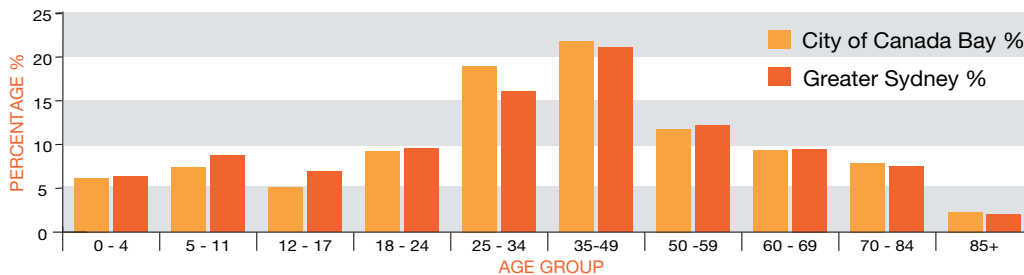


Land area

19.9km²



Age structure



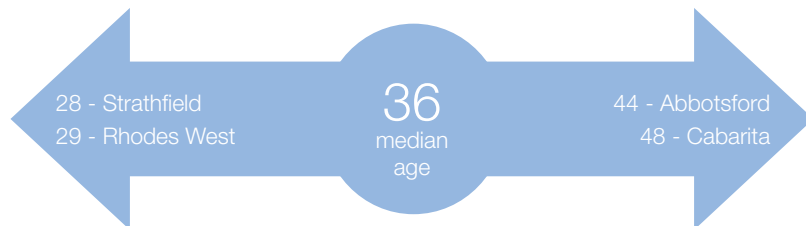
Age (median/suburb)

36

median age

The median age of our community is 36 years, however the spatial distribution of age groups across the LGA is diverse

The areas with the youngest and oldest populations are:



Dwelling types

38.6%

separate houses



9.3%

semi-detached, row or terrace houses



50.7%

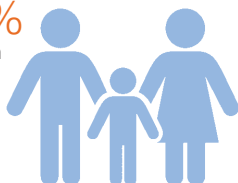
flat, units or apartments



Households

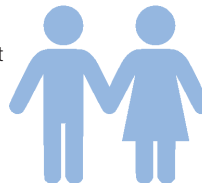
31.2%

families with children



26.2%

couples without children

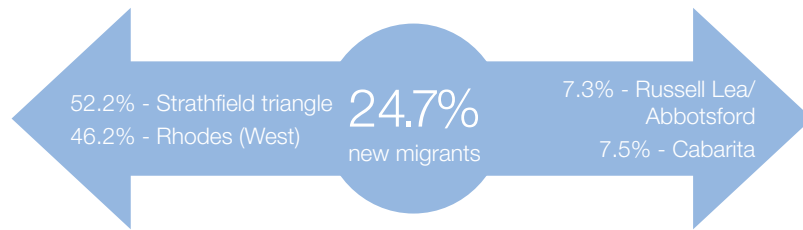
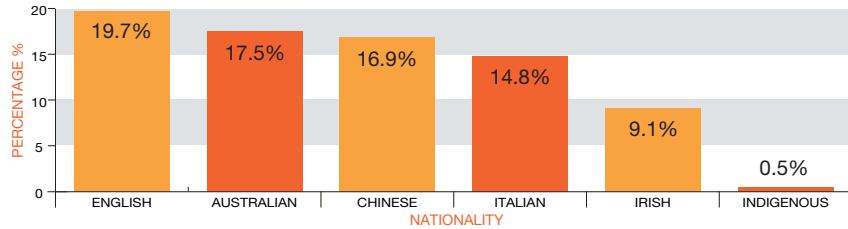


20.7%

single persons

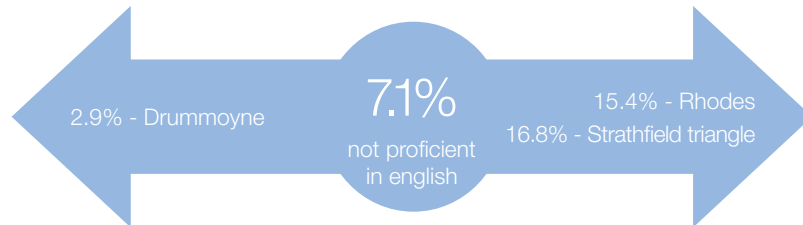
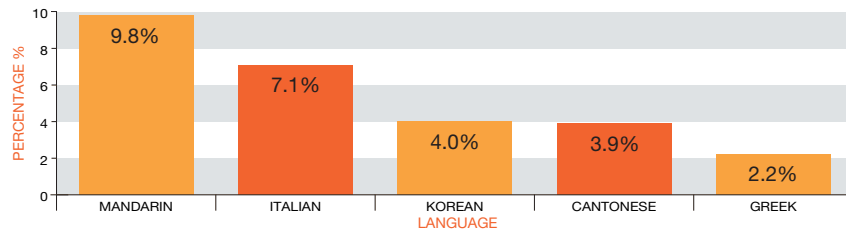


Ancestry
24.7%
new migrants

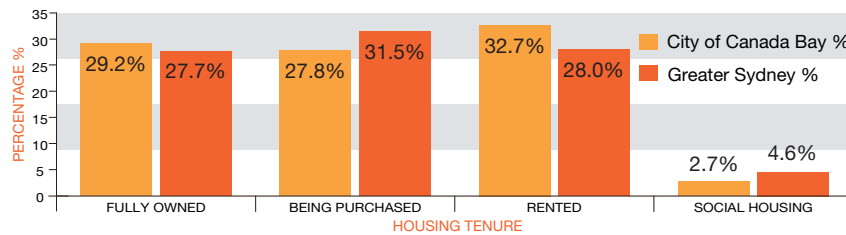


Languages
(spoken at home, other than English)

7.1%
of residents do not speak English well or at all



Housing tenure



How we enact social justice principles of access, equity, participation and rights in our community engagement

We are committed to engaging with all stakeholders in the City of Canada Bay, including hard to reach people such as the elderly, young people, those living with a disability and culturally and linguistically diverse communities.

This includes commitment to our *Disability Inclusion Action Plan* (DIAP). We are committed to supporting people with disability to be active and engaged in our community.

Following extensive community consultation, on 28 September 2021, Council endorsed a *Disability Inclusion Action Plan* (DIAP) for 2021-2025. The DIAP can be viewed here: bit.ly/ccbdiap2021-25

With regards to community engagement, we provide:

- Translation of engagement materials and bilingual educators and translators at relevant community events
- Easy to read documents
- Access to key strategic documents at Council sites (Civic Centre, Concord Library, Five Dock Library, child care centres etc.)
- In person accessible events to discuss issues and ideas with project teams for every consultation project.



The City also runs several committees to gather insights from a cross section of the community, and empower interested residents to be involved in the decision making process. These include the:

- Access and Inclusion Committee
- Rhodes Community Committee
- Environmental Advisory Committee
- Audit, Risk and Improvements Committee
- Traffic Committee.

“Central to our drive to engage with our diverse community is our commitment to being inclusive and accessible.”

We support community networks and programs, including:

- Youth programs and programs for older people
- Pop-up stalls at events such as local markets and community events including the Carols by Communities for Communities, the Lunar New Year festival and the Rhodes Moon Festival
- ANZAC Day commemoration
- Interagency forums
- Neighbourhood service centres and community centres.

Our targeted consultation activities include:

- Workshops for school children and young people
- Focus groups for people with disability.

Community languages

- We strive to ensure our websites and information comply with requirements of the Web Accessibility National Transition Strategy
- We have guidelines to assist staff to produce alternative formats and Easy English versions
- We use bilingual educators at relevant events.

Statutory consultation

Some elements of community engagement are directed by statutory requirements of the *Environmental Planning and Assessment Act* and the *Local Government Act*.



Our community engagement process

Council’s approach to stakeholder engagement is built upon the IAP2 spectrum.

The IAP2 Spectrum for Public Participation is an internationally recognised platform used to provide guidance to the public service, not for profit sector, private industry and communities.

It is a model recommended by the Division of Local Government for preparation

of Community Engagement Strategies associated with the Integrated Planning and Reporting Framework.

The following process is a framework for project teams to refer to when developing a community engagement plan.

The IAP2 Spectrum for Public Participation

	INFORM	CONSULT	INVOLVE	COLLABORATE	EMPOWER
PUBLIC PARTICIPATION GOAL	To provide the public with balanced and objective information to assist them in understanding the problems, alternatives and/or solutions.	To obtain public feedback on analysis, alternatives and/or decision.	To work directly with the public throughout the process to ensure that public issues and concerns are consistently understood and considered.	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.	To place final decision-making in the hands of the public.
PROMISE TO THE PUBLIC	We will keep you informed.	We will keep you informed, listen to and acknowledge concerns and provide feedback on how public input influenced the decision.	We will work with you to ensure that your concerns and issues are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.	We will look to you for direct advice and innovation in formulating solutions and incorporate your advise and recommendations into the decisions to the maximum extent possible.	We will implement what you decide.
EXAMPLE TOOLS	<ul style="list-style-type: none"> • Fact sheets • Websites • Open houses 	<ul style="list-style-type: none"> • Public comment • Focus groups • Surveys • Public meetings 	<ul style="list-style-type: none"> • Workshops • Deliberate polling 	<ul style="list-style-type: none"> • Citizen Advisory committees • Consensus building • Participatory • Decision-making 	<ul style="list-style-type: none"> • Citizen juries • Ballots • Delegated • Decisions



Our engagement strategy in action

Different projects require varied levels of engagement. Here are examples of the types of projects we engage on, what our goal is for these engagements, and how we communicate with our community throughout the process.

Note 1: For public exhibition, notification, and advertising requirements as they apply to Council's planning instruments such as DAs and Planning Proposals, please refer to the City of Canada Bay's Community Participation Plan, available on Council's website on the "Development: Plans, Policies and Controls" page.

Note 2: This is not an exhaustive list of all engagement projects conducted by the City of Canada Bay.

What	lap2 Goal	Our Promise	How
<ul style="list-style-type: none"> • Council's key long-term plans – e.g. Community Strategic Plan, Environmental Strategy • New capital works & place making. 	Involve	<p>Work directly with the community to ensure priorities and ideas are reflected in the decision.</p> <p>Provide a range of opportunities / channels for residents and ratepayers to share their views.</p>	<ul style="list-style-type: none"> • Dedicated Collaborate Canada Bay website project page with participation tool/s – e.g. survey, social mapping, digital brainstorming tool. +Follow for stakeholders to receive updates through the platform • Send email/mail/flyer to stakeholders • Promotional posters at Council venues/on-site at project location if applicable • Hold meetings/workshops/drop-ins with stakeholders – both online and in-person • Ensure hard copy information is available • Ensure a method of receiving hard copy submissions, calls and emails are made available • Translate information as relevant • Provide a summary of information in fact sheets or similar for an accessible approach to the documents • Promote engagement opportunities in Council communication channels including social media, What's On news, website, Collaborate database, LGA wide Canada Bay News newsletter, rates notices (if timing is applicable) • Email/alert stakeholders on decisions and progress updates.
<ul style="list-style-type: none"> • Upgrading of existing capital works – e.g. playgrounds, amenities blocks, bike paths and access plans • Tree planting projects. 	Consult	<p>Ask for community's view about options/draft plans developed by Council. Ensure that the community's feedback is incorporated into plans.</p> <p>Provide a range of opportunities/ channels for residents and ratepayers to share their views.</p>	<ul style="list-style-type: none"> • Dedicated Collaborate Canada Bay website project page with participation tool/s – e.g. survey, social mapping, digital brainstorming tool. +Follow for stakeholders to receive updates through the platform • Send email/mail/flyer to stakeholders • Promotional posters at Council venues/on-site at project location if applicable • Hold meetings/workshops/drop-ins with stakeholders – both online and in-person • Ensure hard copy information is available • Ensure a method of receiving hard copy submissions, calls and emails are made available • Translate information as relevant • Provide a summary of information in fact sheets or similar for an accessible approach to the documents • Promote engagement opportunities in Council communication channels including social media, What's On news, website, Collaborate database, LGA wide Canada Bay News newsletter, rates notices if timing is applicable • Email/alert stakeholders on decisions and progress updates.



What	Iap2 Goal	Our Promise	How
<ul style="list-style-type: none"> • Council's Annual Plan - E.g. operational plan & Budget • Council's key planning instruments - E.g. LEP, DCP, section 94, VPA • Council's other key Policies • DA and planning proposals (E.g. our Community Participation Plan, available on Council's website on the "Development: Plans, Policies and Controls" page) 	Consult	<p>Ask for community views about options identified by Council.</p> <p>In addition to minimum statutory provisions, take all reasonable steps to ensure known stakeholders are advised of the opportunity to provide input.</p>	<ul style="list-style-type: none"> • Dedicated Collaborate Canada Bay website project page with participation tool/s – e.g. survey, social mapping, digital brainstorming tool. +Follow for stakeholders to receive updates through the platform • Send mail to stakeholders, send supplementary email to relevant stakeholders • Ensure hard copy information is available • Ensure a method of receiving hard copy submissions, calls and emails are made available • Translate information as relevant • Promote engagement opportunities in Council communication channels including social media, website, Collaborate database, LGA wide Canada Bay News newsletter • Email/alert stakeholders on decisions and progress updates.
Other projects such as like-for-like upgrades to streetscape.	Inform	<p>Share balanced information on current activities and plans.</p> <p>Take all reasonable steps to ensure stakeholders are advised of Council's proposal.</p>	<ul style="list-style-type: none"> • Send mail to stakeholders • Provide contact details for stakeholders to ask questions • Provide updates to stakeholders throughout process, including mail notification ahead of construction.



Our community engagement planning process

Step 1:

Identify and define the scope of the issue for engagement

The following is a guide for identifying and defining the issue and the scope of the engagement process.

Component	Action
Background/context	<ul style="list-style-type: none"> Describe the background to the issue that will require engagement. Describe any legislative or policy requirements.
Engagement focus	<ul style="list-style-type: none"> Describe the issues that will form the focus of the engagement process.
Engagement purpose and goals	<ul style="list-style-type: none"> Define the goals (and objectives if required) that the engagement process aims to achieve.
Community and stakeholder participants	<ul style="list-style-type: none"> Identify community and stakeholder groups that the issue will impact upon, and whom may have a level of interest in, or whom may influence, the engagement and decision making process. Define the locality which may be the subject of the issue.
Roles and responsibilities	<ul style="list-style-type: none"> Define the roles of Councillors, Council officers and community and stakeholder participants in the engagement process.

Step 2:

Determine the potential complexity and impact of issues that require consideration or decisions

The following table is a guide for determining the potential complexity and impact of issues.

High Impact – City Wide <ul style="list-style-type: none"> The issue will have a real or perceived impact across the whole city or on a number of different parts of the city or on a number of different population groups across the City. The issue has the potential to create controversy and/or conflict or has a high level of existing or potential community interest. 	High Impact – Local <ul style="list-style-type: none"> The issue will have a real or perceived impact on a particular locality or suburb or on a number of different parts of the city or on a particular population group. The issue has the potential to create community controversy and/or conflict at a local level and/or there is existing or potential high level of local community or group interest.
Lower Impact – City Wide <ul style="list-style-type: none"> The issue is city wide, recurrent and/or large scale and will have a low potential for dispute or require relatively minor behaviour changes by residents. The issue has a low risk of controversy or conflict. 	Lower Impact – Local <ul style="list-style-type: none"> The issue involves a small change or an improvement to service or facility at a local level. The issue has a low risk of controversy or conflict.



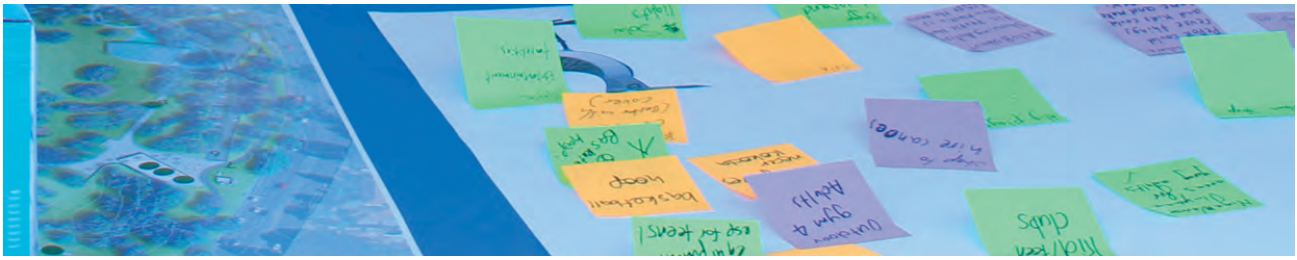
Step 3: Determine levels of community engagement

Council recognises that the level and extent of community engagement varies according to the complexity of issues to be considered, the potential level of impact upon the community, and the potential importance of the decision to be made. The greater the complexity and impact, the greater the extent of engagement required.

The following table is a guide to determining the extent of community engagement with the community.

Goals	Level of communication and/or community engagement required				
	Inform	Consult	Involve	Collaborate	Empower
Council's goal for participation	<ul style="list-style-type: none"> To provide the community with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions. 	<ul style="list-style-type: none"> To obtain community feedback on analysis, alternatives and/or decisions. 	<ul style="list-style-type: none"> To work directly with the community throughout the process to ensure that community concerns and aspirations are consistently understood and considered. 	<ul style="list-style-type: none"> To partner with the community in each aspect of the decision including the development of alternatives and the identification of the preferred solution. 	<ul style="list-style-type: none"> To place final decision making in the hands of the community.
Council's approach	<ul style="list-style-type: none"> Council will keep the community informed. 	<ul style="list-style-type: none"> Council will keep the community informed, will listen to and acknowledge concerns and aspirations and provide feedback on how public input influenced the decision. 	<ul style="list-style-type: none"> Council will work with the community to ensure concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision. 	<ul style="list-style-type: none"> Council will work with the community to formulate solutions and incorporate advice and recommendations into decisions to the maximum extent possible. 	<ul style="list-style-type: none"> Council will implement what the community decides.
Typical actions involved	<ul style="list-style-type: none"> Advise the community of a situation or proposal. Inform of a decision or direction. Provide advice on an issue. No response is required from the public. 	<ul style="list-style-type: none"> Identify appropriate stakeholders, individuals and/or groups and their needs or issues. Seek comment on project. Request response, but limited opportunity for dialogue. Take account of consultation feedback in decision making. 	<ul style="list-style-type: none"> Involve the whole community or identified segments of the community in discussion or debate. Assist the development of informed input through briefing and information dissemination. Use participatory approach in meetings and forums. Involve the community at different stages of planning and implementation. 	<ul style="list-style-type: none"> Establish partnerships for involvement in decision making. Use participatory approach in meetings and forums. Establish mechanisms for ongoing involvement. Develop ways of keeping the community informed. Allocate clear responsibilities for achieving outcomes. 	<ul style="list-style-type: none"> Referenda, ballots, juries or other similar tools.

Table adapted from the International Association for Public Participation Spectrum of Public Participation



Step 4: Determine mechanisms for engagement

Impact	Level of communication and/or community engagement required and mechanisms and techniques to use				
	Inform	Consult	Involve	Collaborate	Empower
High impact – City wide	<ul style="list-style-type: none"> Media information Community briefings Rates notice insert Call Centre and front counter briefings Newsletter content Information displays Media advertising Website Social media 	<ul style="list-style-type: none"> Designated telephone hotline E-newsletters and other email campaigns Printed communication collateral Computer based-polling Telephone surveys/polls Internet surveys Events Social media 	<ul style="list-style-type: none"> Social media options Focus groups Interviews/meetings Web-based meetings Social media 	<ul style="list-style-type: none"> Resident panel Community facilitators Task force or expert committee 	<ul style="list-style-type: none"> Charrettes Citizen juries Deliberative dialogues Deliberative polling
High impact – local	<ul style="list-style-type: none"> Media information Information displays Media advertising Social media 	<ul style="list-style-type: none"> E-newsletters and other email campaigns Printed communication collateral Comment forms Community info sessions In-person surveys Mailed surveys and questionnaires Social media 	<ul style="list-style-type: none"> Social media options 	<ul style="list-style-type: none"> Resident panel 	<ul style="list-style-type: none"> Charrettes Citizen juries Deliberative dialogues
Lower impact – City wide	<ul style="list-style-type: none"> Media information Community briefings Rates notice insert Call Centre and front counter briefings City of Canada Bay News content Information displays Media advertising Social media 	<ul style="list-style-type: none"> E-newsletters and other email campaigns Printed communication collateral Computer based-polling Telephone surveys/polls Internet surveys Events Social media 	<ul style="list-style-type: none"> Social media options Interviews/meetings Web-based meetings 	<ul style="list-style-type: none"> Resident panel Task force or expert committee 	<ul style="list-style-type: none"> Deliberative polling
Lower impact – local	<ul style="list-style-type: none"> Direct mail items 	<ul style="list-style-type: none"> E-newsletters and other email campaigns Printed communication collateral Comment forms Community info sessions In-person surveys Mailed surveys and questionnaires Social media 	<ul style="list-style-type: none"> Workshops Public meetings Social media 	<ul style="list-style-type: none"> Advisory groups 	<ul style="list-style-type: none"> Charrettes Citizen juries Deliberative dialogues



Step 5:
Develop individual community engagement action plans for specific engagement projects

Individual issues will require individual community engagement action plans. These action plans are to be developed with reference to the *Community Engagement Policy* and to this *Community Engagement Strategy*.

Action plans provide in-depth details of the engagement process based upon Steps 1 to 4. In addition, action plans will:

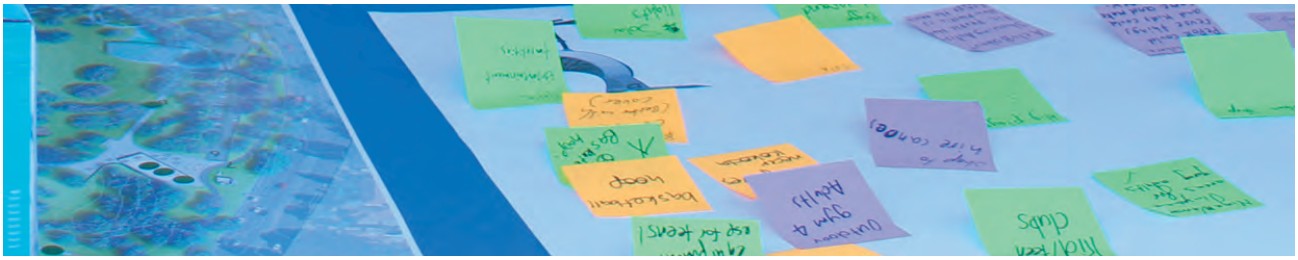
- Provide a timeframe in which the engagement process will be carried out
- Identify how the outcomes of the process will be recorded and reported back to participants
- How Council will communicate the final decision to the participants.

Step 6:
Implement the community engagement plan

Once the engagement plan is confirmed, project teams work to deliver against the plan, adapting the approach if needed throughout the project delivery timeline.

The length of a project delivery varies, however, statutory consultations are typically undertaken for a minimum of 28 days.





Step 7: Report on the community engagement project

At the end of a consultation period, the project team will report on the results of the consultation in the form of a Community Engagement Outcomes Report. If the project requires Council consideration and adoption at a Council Meeting, the Community Engagement Outcomes Report will form part of a Council Report.

The Community Engagement Outcomes Report, or a snapshot of the report, will be made public on our community engagement platform, collaborate.canadabay.nsw.gov.au and project teams will provide regular updates to the page and its followers on the progress of the project.

Step 8: Evaluate the community engagement project

We will assess all projects through the lens of the following areas:

1. Process – how well was the engagement designed and implemented?
2. Appropriateness – was the engagement appropriate and how well did the public and stakeholders accept the process?
3. Reach – were the people we reached representative of those affected by the decision?
4. Outcomes – were the intended outcomes of the engagement process met by the mechanisms and techniques implemented?



Community Engagement Policy

Council's *Community Engagement Policy* outlines Council's commitment to, and the principles of, community engagement with the community on issues or decisions for which Council is responsible. It also defines 'community engagement', 'community' and 'social justice' for the purpose of this document. The Policy should be read in conjunction with this *Community Engagement Strategy*, and can be viewed here: bit.ly/engagementpolicyccb

Review of the Community Engagement Strategy

Council will formally review this strategy after each Council election, or as deemed required.

Evaluating the effectiveness of this strategy will be performed in the following ways:

- As part of the annual customer satisfaction survey
- In evaluation surveys at the end of specific engagements – for example pilot programs and large scale strategies
- Quarterly learnings workshops with project leads and community engagement coordinator
- Annual community engagement results reporting to leadership.



Community Strategic Plan

The Community Strategic Plan (CSP) is a high level plan that identifies the City of Canada Bay's community's main priorities and expectations for the future.

The CSP is reviewed with each term of Council (usually every 4 years). Extensive community engagement is undertaken as part of each review to ensure that the CSP reflects community aspirations and priorities, acknowledging that these may change over time. The regular review of the CSP also enables factors such as anticipated population growth and change, significant issues or challenges that have arisen, and State government plans or policies which affect our local area and community (such as transport infrastructure) to be reflected in the plan.

The CSP contains themes, goals and strategies which provide direction for the delivery of outcomes. It also includes targets and baseline data, so that we can measure our progress in working towards these goals.

The CSP provides a framework for all of Council's plans, policies and budgets including the Delivery Program and annual Operational Plan.

Council is not solely responsible for implementation of the CSP as other levels of government, businesses and the community may also be involved in delivering aspects of the Plan.

Legislation and policy context

Council is required to prepare a CSP in line with the integrated planning and reporting requirements of the *Local Government Act 1993*. The CSP will set the long-term vision and direction for the City of Canada Bay community and must:

- Address social, environmental, economic and civic leadership issues
- Be based on social justice principles
- Give due regard to the State plan (now superseded by the State Priorities) and other relevant State and regional plans.

Focus

Each Council in NSW must review and/or develop its CSP, Delivery Program (DP), Resourcing Strategy, Operational Plan and adopt them for commencement in July of the year following local government elections.

In 2024, a new Council will be elected and we will undertake a review of the existing CSP to ensure that the plan continues to reflect the community's aspirations for the future of the City of Canada Bay.

The review will comprise targeted community engagement to review the current CSP themes, priorities and objectives.

The project will also include a review of:

- Council's end of term report
- State level plans affecting our community e.g. Metro West plans
- Community satisfaction surveys
- Top 10 community priorities
- The 5 themes, goals and strategies (i.e. fine tuning the wording/sentences)
- Key engagement report findings from recent years.

The events of 2020 have affected the community and its perception of Council and Council services. This review will provide us with an opportunity to help enhance, reaffirm and/or renew our City's sense of community and place. The review also provides an opportunity to:

- Consider changes to priorities and objectives
- Address significant issues or challenges for the our City that have occurred since the Plan was last adopted
- Develop baselines and targets for the CSP that currently do not exist
- Revise strategies if circumstances have changed during the past 4 years.

CSP Engagement

Each time the CSP is reviewed, Council prepares a detailed engagement plan, which is guided by the principles set out in Council's Community Engagement Policy and this engagement strategy.

The objectives of the detailed CSP engagement plan seek to:

- Demonstrate Council's commitment, expectations and process for community engagement
- Ensure that engagement techniques are inclusive and provide opportunities for the widest participation particularly for those groups that are hard to reach
- Ensure the process is responsive and allows for ongoing communication to the public on how their input has been included
- Provide an opportunity to inform the community on the services offered by Council
- Test themes for relevance, priorities and whether our community believes we're meeting them
- Review and align state and federal level objectives with our own
- Highlight any gaps in the current CSP
- Provide the community with an opportunity to engage with Council and align their aspirations with the strategic plan moving forward
- Seek input and endorsement of themes, tactics and targets for the reviewed CSP.

Community and stakeholder groups

The following stakeholder groups will be targeted as part of this engagement plan:

- Residents
- Rate payers
- Target community sectors and groups, non-government organisations, clubs, etc
- Business community and developers
- Government agencies
- Stakeholders involved in specific known and/or emerging issues
- Lobby groups, interest and support groups
- Media
- Councillors
- Council staff
- Members of Parliament
- Visitors

The needs of these groups require consideration so that all have an opportunity to participate and can access relevant information to assist in their involvement.

Engaging hard to reach groups within the community will be a key focus of the

engagement. Council's goal is to understand the views and aspirations of as many in the community as possible.

Roles and responsibilities

Mayor and Councillors

Mayor and Councillors play a significant role in leading and directing community engagement and have a responsibility to ensure that Council's community engagement principles are reflected in the community engagement strategy and individual action plans, and that the input of the community is respected in decision making.

Council officers

Council officers have an important role in developing and delivering effective community engagement opportunities around issues that may impact upon the community. Council officers have a responsibility to ensure that engagement techniques, materials and assessments are undertaken in accordance with the Community Engagement Policy and Strategy.

Community members

Community members have an integral role in participating in community engagement activities that are of interest to them. Community members should do so with a willingness to take part in a two-way dialogue and be mindful that participation in a community engagement does not guarantee an outcome with which the individual may agree.

Level of Impact

The CSP relates to the whole of the City of Canada Bay area and its community. As it is a plan for the future it will have a high impact on the community. Therefore, engagement will occur at key stages in the CSP's development with appropriate engagement techniques used so that target groups are well informed and are provided opportunities to participate.

Previous engagement activities will be considered in order to maximise the use of limited resources (including timing restrictions) and minimise the likelihood of consultation fatigue.



More information



City of Canada Bay
1a Marlborough Street
Drummoyne NSW 2047
Telephone: 9911 6555
Email: council@canadabay.nsw.gov.au
Online: canadabay.nsw.gov.au

ENGLISH

If you do not understand this information, please come to the Council or contact the Telephone Interpreter Service (TIS) on 13 14 50 and ask them to connect you to Council on 9911 6555. We will try to answer your enquiries by using an interpreter.

ITALIAN

Se hai difficoltà a capire questo documento presentati direttamente all'ufficio del Comune, oppure telefona al Servizio Telefonico Interpreti (TIS, numero di telefono 13 14 50) e chiedi di essere messo in contatto con l'ufficio del Comune (numero di telefono 9911 6555). Cercheremo di rispondere alle tue domande con l'aiuto di un interprete.

GREEK

Αν δεν καταλαβαίνετε αυτές τις πληροφορίες, παρακαλούμε ελάτε στο Δήμο ή επικοινωνήστε με την Τηλεφωνική Υπηρεσία Διερμηνέων (TIS) στο 13 14 50 και ζητείστε να σας συνδέσουν με τον Δήμο στον αριθμό 9911 6555. Θα προσπαθήσουμε να απαντήσουμε στις ερωτήσεις σας χρησιμοποιώντας ένα διερμηνέα.

SIMPLIFIED CHINESE

如果您对这些内容不理解, 请向地方议会咨询或致电13 14 50联系电话口译服务(TIS), 并在他们的帮助下通过电话与9911 6555地方议会联系。他们将尽力通过口译员回答您的问题。

KOREAN

이 정보내용을 잘 이해하지 못 하신다면, 심의회 (Council)로 방문해 주시거나, <13 14 50>으로 전화통역서비스를 이용하셔서 심의회(9911 6555)로 연결해 달라고 요청하시기 바랍니다. 통역사의 도움을 받아 귀하의 문의사항에 답변해 드리도록 하겠습니다.

CITY OF
CANADA BAY

COMMUNITY ENGAGEMENT POLICY

Draft: 02/06/2022

City of Canada Bay Community Engagement Policy

Policy purpose and scope

This policy provides a principles-based framework for the way the City of Canada Bay (Council) will undertake community engagement on issues or decisions for which Council is responsible.

The policy applies to all aspects of Council operations including long term planning and decision making and day to day business activities. The policy affirms Council's commitment to ensuring:

- an engaged City with effective two way flow of information between Council and the community
- that local decision making is transparent and works in the interest of the community considering its many and diverse stakeholders
- that effective internal processes and controls exist within Council to ensure good governance and effective community representation.

The policy applies to community engagement activities that are initiated by Council, including third parties undertaking engagement on behalf of Council. Councillors and Council officers should also apply the same philosophical and principled approach when Council is engaged by community groups or other organisations.

Consultation on land use planning matters (including development applications) is undertaken in accordance with the *Environmental Planning and Assessment Act, 1979*, Council's *Community Participation Plan*, and the *City of Canada Bay Development Control Plan*.

Definitions

Community engagement

Council's definition of community engagement is based on the United Nations Declaration on Community Engagement (2005).

Community engagement is a two-way process of dialogue by which the aspirations, concerns, needs and values of our local community and other relevant stakeholders are incorporated into policy development, planning, decision-making, service delivery and assessment. It is viewed as critical to effective, transparent and accountable governance.

Community

Council defines community in the broadest possible sense to include City of Canada Bay residents, ratepayers, businesses, community organisations, visitors, neighbouring councils, other tiers of government and other stakeholders with an interest in the City.

Social Justice

Social justice is based upon the values of access, equity, rights and responsibilities to enable all citizens to participate.

Principles of Engagement

As part of Council's commitment, the following Principles will guide all community engagement:

1. Community engagement activities are based on the belief that those who are affected by a decision have a right to be involved in the decision-making process.
2. Council recognises that it is neither practical nor possible to undertake community engagement on every issue, however, when a decision has the potential to impact the local community significantly, Council will seek out and facilitate the involvement of those potentially affected by, or with an interest in, a decision.
3. When undertaking community engagement, Councillors and Council staff will present their views and professional recommendations in an open and respectful manner to inform the community and to assist them to reach a knowledgeable outcome.

Owner: Community Development
Last Revised: 02/06/2022

City of Canada Bay Community Engagement Policy

4. All materials developed and techniques used by Council to support community engagement will be genuine, unbiased, understandable and appropriate to ensure the community can participate in a meaningful way.
5. When undertaking community engagement, Council's commitment is that the community's contribution will influence the decision.
6. Council will communicate to engagement participants how their input can and did affect the decision.
7. All community engagement activities will consider social justice principles of access, equity, rights and participation of all citizens.

When Council will undertake community engagement

Council will undertake formal community engagement in the following circumstances:

- where community input can improve a project or enhance decision making
- to help identify community needs not already known
- in response to expressions of community interest
- when Council resolves to consult the community
- when required by law, policy or by agreement with a government agency or statutory body.

Roles and responsibilities

Councillors

Councillors play a significant role in leading and directing community engagement and have a responsibility to ensure that Council's community engagement principles are reflected in the community engagement strategy and individual action plans, and that the input of the community is respected in decision making.

Council Officers

Council officers have an important role in developing and delivering effective community engagement opportunities around issues that may impact upon the community. Council officers have a responsibility to ensure that engagement techniques, materials and assessments are undertaken in accordance with this policy.

Community

Community members have an integral role in participating in community engagement activities that are of interest to them. Community members should do so with a willingness to take part in a two-way dialogue and be mindful that participation in a community engagement does not guarantee an outcome with which the individual may agree.

Supporting documents

Community engagement strategy

The Council, under the *Local Government Act 1993*, is required to have a community engagement strategy, based upon social justice principles, for engaging the community when developing the community strategic plan and other planning activities. A community engagement strategy will be maintained to describe how the Policy will be implemented and it will provide a framework for individual community engagement action plans.

Community Participation Plan

Council, under the *Environmental Planning and Assessment Act, 1979*, is required to have a community participation plan to guide Community engagement for the preparation of Council's Local Strategic Planning Statement, and to guide community participation and engagement on land use planning matters, including assessment of planning applications.

Owner: Community Development
Last Revised: 02/06/2022

City of Canada Bay Community Engagement Policy

Community Engagement Action Plans

Individual community engagement action plans will be developed for all projects that require engagement with the community.

Hierarchy of documents

The following table describes the hierarchy of documents

Document	Role	Purpose
Policy	Why	The Policy describes the requirements under the Local Government Act for community engagement and Council's commitment and principles
Strategy	How	The Community Engagement Strategy provides a framework for community engagement undertaken by Council. The Community Participation Plan provides a framework for community participation and engagement on land use planning matters.
Individual Action Plans	What	Action Plans identify specific actions that will be implemented to achieve community engagement outcomes.

Related legislation and other documents

- NSW Local Government Act 1993
- NSW Planning and Assessment Act 1979
- Council's current Community Strategic Plan
- Council's Community Engagement Strategy
- Council's current Community Participation Plan
- City of Canada Bay Development Control Plan
- Other policies of Council

Review of the Policy

Council will formally review this Policy after each Council election, or as deemed required.

Owner: Community Development
Last Revised: 02/06/2022

ITEM 9.3 COMMUNITY SHARPS POLICY**Reporting Manager Resource Recovery Officer****Attachments:** 1. **2022 Community Sharps Policy** [↓](#)

RECOMMENDATION OF DIRECTOR COMMUNITY AND ENVIRONMENTAL PLANNING

That the draft Community Sharps Policy attached to the report, be placed on public exhibition.

PURPOSE

The purpose of this report is to seek Council's endorsement of the draft Community Sharps Policy.

EXECUTIVE SUMMARY

Council has created a new draft Community Sharps Policy to support the Community Sharps Program which has been in place since 2006. The policy will assist Council, pharmacies, and residents in the safe disposal of needles, syringes and lancets and, helps to reduce the risk of needlestick injuries within Council's waste collection service. The policy is appended with an application form and terms and conditions.

STRATEGIC CONNECTION

This report supports YOUR future 2030 Outcome area:

ER 2.1.4 Provide efficient and effective Waste and Resource Recovery services.

BACKGROUND/DISCUSSION

Council has funded the Community Sharps Program since 2006 to encourage the safe management of medical devices that penetrate the skin such as needles, syringes, and other community sharps to avoid contamination in the red or yellow recycling bins, and reduce the risk of needlestick injuries within the waste service.

Residents can access the program through their local pharmacies. Currently there are eight pharmacies participating, located in Abbotsford, Concord, Concord West, Drummoyne, Five Dock and North Strathfield, and over 150kg of community sharps collected each year.

Throughout COVID, there was an increased demand for sharps disposal due to the COVID-19 vaccination program. To assist the community and support vaccination programs, Council's budget was temporarily increased to support pharmacies whilst residents were getting vaccinated.

To ensure the program is financially sustainable and focused on risk minimisation for the Council waste collection contract, Council officers recommend formalising the Community Sharps Program through the introduction of a new Community Sharps Policy and application form with terms and conditions.

The objectives of this draft Policy are to:

- Provide a community sharps program free and accessible to the community through local pharmacies
- Reduce the number of sharps entering the general waste stream and minimise the possibility of needle stick injuries
- To manage community medical conditions rather than NSW Health and/or pharmacy related programs such as vaccinations
- Maintain public health and safety and high standards of environmental management

- Outline a process for new pharmacies to participate in the Community Sharps Program
- Identify considerations for Council in accepting new applications and
- Develop community resources about safe sharps disposal.

If adopted, Council officers will write to all participating pharmacies outlining the changes and offering them the ability to reapply to the new program noting that it may only be used for community medical sharps not to support business operations.

Adopting this policy will also allow Council officers to forecast annual cost and ensure that the program is used for domestic waste purposes only.

TIMING

It is proposed that the draft Community Sharps Policy will be placed on public exhibition for a period of 28 days. After this date, a report will be prepared for Council's consideration regarding adopting the policy.

FINANCIAL CONSIDERATIONS

The cost of the community sharps program in 2021/22 was \$7,500. The program is funded from the domestic waste management charge as it directly relates to risk minimisation of the waste collection service. It is proposed to fund this program from the domestic waste management charge budget as the service directly relates to risk minimisation of the collection service.

LEGISLATIVE AND POLICY CONSIDERATIONS

This Policy ensures the City of Canada Bay Council's compliance with:

- Protection of the Environment Operations Act 1997
- Protection of the Environment Operations (Waste) Regulation 2014 (Waste Regulation)
- Local Government Act 1993
- Public Health Regulation 2012
- Work Health and Safety Act 2011
- Community Sharps Management Guidelines for NSW Councils 2004.

COMMUNITY SHARPS POLICY

For Exhibition

Date of Adoption: 14 June 2022

Effective Date:



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DRAFT

1. Scope

This Policy aims to develop a more effective partnership between Council and local pharmacies through a Community Sharps Program which addresses environmental, health and safety concerns.

2. Objectives

The objectives of this Policy are to:

- Provide and promote the accessible, free, safe, and easy disposal of community sharps to the community through local pharmacies
- Reduce the number of sharps entering the general waste stream and minimise the possibility of needle stick injuries
- To manage community medical conditions, not pharmacy-related operations such as vaccinations
- Maintain public health and safety and high standards of environmental management
- Outline a process for new pharmacies to participate in the Community Sharps Program
- Identify considerations for Council in accepting new applications
- To develop community resources about sharps disposal.

3. Background

Community sharps are medical devices that penetrate the skin and are generated by community members to maintain their health. Community Sharps include:

- Needles – used to give injections, draw blood or insert insulin pump tubing
- Syringes – even if the needle is removed
- Pen needles for insulin pens
- Blood glucose or finger pricker lancets

Inappropriately discarded community sharps have been found in household garbage bins, Council litter bins, and recycling services. Council is committed to maintaining high standards of workplace and public health and safety, and environmental management. Council has funded a Community Sharps Program since 2006, providing a free sharps disposal service for residents through local pharmacies.

4. Application

This Policy applies to the management of community sharps relating to the domestic waste collection service and covers:

4.1 The process for participating in the Community Sharps Program

- Any pharmacy that wishes to participate in this program can submit an online application form. Acceptance into this program will be at Council's discretion, taking into consideration community needs, Council budget and community access.

- The pharmacist in charge or proprietor of the pharmacy should submit the online application form. Council's Terms and Conditions must be read and are deemed agreed to through the submission of the application form.

4.2 Council's assessments to accept new pharmacies

Approval of pharmacies under the new policy will be assessed by Council based on considerations of:

- Accessibility to community members
- A diversity of suburbs
- Budget.

4.3 Council's commitment to community education

Council will develop and promote a community sharps awareness program, which will support the implementation of this Policy and the Community Sharps Program and include:

- Promotional material
- Media release and articles in Council newsletters
- Community Sharps Program listed on Council's website
- Produce a poster for community health centres and GPs.

5. Legislation and supporting documents

This Policy ensures City of Canada Bay Council's compliance with:

- Protection of the Environment Operations Act 1997
- Protection of the Environment Operations (Waste) Regulation 2014 (Waste Regulation)
- Local Government Act 1993
- Public Health Regulation 2012
- Work Health and Safety Act 2011
- Community Sharps Management Guidelines for NSW Councils 2004.

6. Review

This policy will be reviewed in three years.

7. Responsibility

The Director of Community and Environmental Planning is responsible for the overall management of this Policy as part of the Domestic Waste Management service.

Revision History

Amended by (name and position)	Date	Change Description	Owner Approved	Version	DocsetID

APPENDIX A – Community Sharps Application Form

COMMUNITY SHARPS PROGRAM Application Form



Applicant details

Surname:	<input type="text"/>	First Name:	<input type="text"/>
Position:	<input type="text"/>		<input type="text"/>
Pharmacy name:	<input type="text"/>		
Address:	<input type="text"/>		
Suburb:	<input type="text"/>	Postcode:	<input type="text"/>
Phone (h):	<input type="text"/>	Phone (w):	<input type="text"/>
Email:	<input type="text"/>		

NOTE: Only pharmacist in charge or proprietor of the pharmacy are eligible to apply.

Service Request

Receptacle size:	<input type="checkbox"/> 50L <input type="checkbox"/> 120L
Frequency of service:	<input type="checkbox"/> once per month <input type="checkbox"/> once every two months
Preferred start date:	<input type="text"/>
Where will receptacle be stored?	<input type="text"/>

Declaration

- I understand that acceptance into this program will be at Council's discretion and taking into consideration community needs.
- I agree that sharps receptacles will only be used for community sharps and not for pharmacy operations.
- I consent to the collection of my personal information in accordance with Council's Privacy Management Plan.
- All information provided in this application form is true and correct.

By signing this form, you agree to the below:

- I have read and understood the Community Sharps Policy and the Terms and Conditions, and I agree to act in accordance with them.**
- I have the authority to sign this application form, requesting the sharps collection service.**

Full Name:	<input type="text"/>	Role:	<input type="text"/>
Address:	<input type="text"/>		
Signature:	<input type="text"/>	Date Signed:	<input type="text"/>

Council Details

Address: City of Canada Bay Civic Centre
1A Marlborough Street, Drummoyne, NSW 2047
Locked Bag 1470, Drummoyne NSW 1470

Website: www.canadabay.nsw.gov.au
Email: council@canadabay.nsw.gov.au
Telephone: 9911 6555
Fax: 9911 6550

Terms and Conditions

1. The pharmacy acknowledges the objectives of the Council's Community Sharps Program (the program) which are to:
 - Provide and promote the accessible, free, safe, and easy disposal of community sharps to community members through proper channels found at the local pharmacies
 - Reduce the number of sharps entering the general waste stream and minimise the possibility of needle stick injuries
 - Maintain public health and safety and high standards of environmental management
 - To develop community information resources about sharps disposal.The Community Sharps Program strictly accepts only community sharps from community members and does not accept any sharps generated from the pharmacy operations.
2. Approvals for a pharmacy to participate in the program will be at Council's discretion and taking into consideration community needs.
3. Any pharmacy requesting Council to collect and dispose of community sharps shall complete an online application form and must read and agree to the Terms and Conditions prior to submitting the form.
4. The pharmacy acknowledges that all collections will be undertaken by Council's approved collection contractor. The name of the collection contractor will be given to the pharmacy by Council before the commencement of the program.
5. Before commencement of the program, a certificate of currency for public liability, professional liability and workers compensation insurance is required from the pharmacy. Council does not accept liability for any accident, injury or death suffered by any person arising from the storage and/or use of the sharps collection bins.
6. The program will continue unless it is terminated by Council with a months' notice provided to the pharmacy.

Fees

7. There are no costs to the participating pharmacies in providing the community sharps collection and disposal service. The provisions of sharps collection bins, collection arrangements, disposal costs, replacement of collection bins and promotion of the service will be met by Council.

Process

8. Council will provide the Pharmacy with a collection service for community sharps in accordance with the service details organised by Council and agreed by the pharmacy.
9. Council will supply to the pharmacy an identified sharps collection bin (50L or 120L).

10. The pharmacy takes full responsibility for the storage and use of the sharps collection bin whilst on the premise. This bin should be kept locked for public safety and located securely and not readily accessible by the general public.
11. Council shall be entitled to refuse collection of material not presented within the issued and identified collection bin.
12. The pharmacy shall ensure that the provided collection bin will only be used for the disposal of community sharps. Council shall be entitled to refuse collection of material that are generated by the pharmacy operations and from any other vaccination programs.
13. The pharmacy will only accept sharps from the community that are presented within a puncture-resistant and shatter-proof container – not in glass containers, plastic bags, cardboard boxes etc.
14. The pharmacy has the right to refuse the acceptance of any community sharps that are not presented in accordance with 13.
15. The pharmacy is responsible for ensuring access to the bin is available for collection at the agreed collection point, and on the appropriate collection day with Council's collection contractor.
16. The pharmacy will not dispose of any community sharps or containers in any waste bin other than the approved collection bin provided under this Agreement. This includes garbage bins, recycle bins, or street litter bins.
17. Frequency of collection can be reviewed on an individual pharmacy basis depending on use and the pharmacy must make the request to Council in writing.
- 18.
19. The pharmacy is responsible for arranging an additional collection outside the agreed service details. In this event, the pharmacy must notify Council in writing that an additional collection service is required to be arranged. Once approval has been granted, the pharmacy can contact the collection contractor and arrange collection.
20. In the event of damage to the collection bin, the pharmacy shall notify Council immediately.

Education and promotion

21. The pharmacy upon submitting an online application form agrees that their business name and location can be used by Council for the promotion of the Community Sharps Program.
22. The pharmacy agrees to promote the program by advising your pharmacy customers not to dispose of community sharps into Council's waste or recycling bins.

Safe work procedures

23. Pharmacies must adhere to the NSW Occupational Health and Safety Act 2000 and NSW Occupational Health and Safety Regulation 2001. If, during handling and opening of sharps cabinets defects and damage are experienced, this must be immediately reported to the Council Resource Recovery Officer. The sharps waste must be immediately isolated and removed from site to ensure public safety and the cabinet repaired, replaced, or temporarily removed.
24. All sharp containers and other plastic vessels that are filled must be sealed and placed into a collection sharps bin.
25. Please note: no single loose needles and syringes and other sharps are to be placed into the collection sharps bin; they must be encased by use of a sharps container and placed into a collection sharps bin.
26. While it is best that the customer places their sharps container in the collection sharps bin, this is not always suitable due to the location of the bin. The pharmacy is to decide on their preferred handling of sharps containers:
 - Staff unlock and relock the bin for the customer with the customer depositing their containers into the collection bin (no direct staff handling); or
 - Staff accept the approved container and place it in the collection bin (direct staff handling).
27. Do not receive glass bottles and jars, if broken, this will create another sharp.
28. If the collection sharps bin is full prior to the service date, the pharmacy must notify Council to arrange an additional or early collection.

Privacy and personal information protection notice

29. City of Canada Bay Council has a record management system and Privacy Management Plan.
30. Information collected from the online application form is included in the Council's Community Sharps Program and is only shared to Council staff for promoting the program and Council's approved contractor for servicing.
31. Please contact the Council Resource Recovery Officer for access or correction of the provided information.

ITEM 9.4 COMMUNITY RECYCLING CENTRE - SHARED SERVICE AGREEMENT

Reporting Manager **Manager Sustainability and Waste**
Manager Roads and Traffic

Attachments: **Nil**

RECOMMENDATION OF DIRECTOR COMMUNITY AND ENVIRONMENTAL PLANNING

That:

1. Council's General Manager writes to Burwood Council offering an extension of the shared services agreement for the Community Recycling Centre, for a two-year term commencing August 2022, with an option to extend for a further year, subject to agreement by both parties.
 2. The General Manager be authorised to execute the formal agreement on behalf of Council.
-

PURPOSE

The purpose of this report is to seek Council endorsement to extend the shared services agreement with Burwood Council for a period of two (2) years with an option to extend for a further (1) year.

REPORT

Canada Bay Council's Community Recycling Centre opened on 7 November 2016. This facility accepts common household problem wastes for free from residents within the Canada Bay Local Government Area.

At the ordinary Council meeting on 21 July 2020, Council resolved to enter into an agreement with Burwood Council, which shared operational costs of the facility, provided Burwood Council with the ability to promote and co-brand the facility, and use of the facility by Burwood Council residents.

Since its opening, the facility has collected over 200,000kg of problem waste, with average of 530 visitors per month. Around 50 visitors per month are Burwood Council residents.

In 2021, Council introduced a value-added service at the site with a recycling trailer for oversized cardboard and e-waste. From May 2021 to December 2021, 3,056kg of cardboard and 2,996kg of e-waste have been collected at the facility and recycled. This service benefits both City of Canada Bay and Burwood Council residents.

Whilst COVID has had an impact on this facility over the past two years, with mandatory closures for periods of time and reduced access for residents, there have been no issues arising from the shared services agreement with Burwood Council.

It is therefore recommended that Council offer Burwood Council a two year shared services contract for Council's Community Recycling Centre, with an option to extend for a further year subject to agreement by both parties.

STRATEGIC CONNECTION

This report supports YOUR future 2030 Outcome area:

- ER 2.1.4 Provide efficient and effective Waste and Resource Recovery services.
- VSA 5.1.1 The Council governs efficiently and effectively on behalf of the Community.

FINANCIAL CONSIDERATIONS

As part of the proposed agreement, Council will request updated rateable premises data each year and apply Council's CPI increase to the cost of service for the next financial year. The cost of the service for the 2022/23 period would be \$58,568.40 (inc. GST), which is a 4.4% increase on the contributions for the 2021/22 financial year.

Continuing the shared services agreement with Burwood Council partially offsets the operational costs of the facility, reducing the cost of providing this facility for Council.

It is recommended that Council continue the shared services agreement with Burwood Council for a two-year term, with an option to extend for a further year, and that Burwood Council's annual financial contribution is based on the calculation outlined above.

This service is currently funded through the Domestic Waste Management Charge.

LEGISLATIVE AND POLICY CONSIDERATIONS

Operation of the Community Recycling facility provides a convenient and environmentally responsible option for residents, diverts problem waste from mainstream landfill, and is consistent with Council's *Resource Recovery and Waste Strategy (2021)*. The proposed shared services agreement with Burwood Council is consistent with the objectives of this strategy.

ITEM 9.5 PROPOSED MEMORANDUM OF UNDERSTANDING BETWEEN COMMUNITIES FOR COMMUNITIES AND COUNCIL FOR PROVISION OF MAJOR OUTDOOR EVENTS.**Reporting Manager Manager Place Management****Attachments: Nil**

RECOMMENDATION OF DIRECTOR COMMUNITY AND ENVIRONMENTAL PLANNING

That:

1. Council enter a one year Memorandum of Understanding with Communities for Communities for delivery of the Carols in the Park (December 2022) and Community Fun Day (June 2023) events.
 2. The General Manager be delegated authority to prepare and execute the Memorandum of Understanding on behalf of Council.
-

PURPOSE

This report outlines a request to enter into Memorandum of Understanding (MoU) for community event support funding from Communities for Communities to deliver the Carols in the Park and the Community Fun Day events.

EXECUTIVE SUMMARY

Communities for Communities is a not-for-profit organisation which is about fostering relationships and bringing communities together. With the support of Council, Communities for Communities has hosted numerous community events, and fundraised almost \$3 million since 2002. Communities for Communities is seeking continued support for their event program hosted in the City of Canada Bay through a new MoU.

STRATEGIC CONNECTION

This report supports YOUR future 2030 Outcome area:

- IIP 1.3.3 Coordinate and support high quality Community Events to celebrate diversity, showcase creativity and recognise sporting achievements.

BACKGROUND/DISCUSSION

An agreement for three-year event funding was provided to Communities for Communities on 3 June 2018. A subsequent one-year agreement was provided on 20 July 2021. This funding provided support for Carols in the Park in Halliday Park, Five Dock, and Lunar New Year in Foreshore Park, Rhodes. These are longstanding annual events which have been produced by the charity in partnership with Council since 2003 and 2014 respectively.

COVID-19 had a significant impact on the delivery of both community events, with the 2020 and 2021 Lunar New year programs being cancelled due to COVID-19 event restrictions.

Following the cancellation of the Lunar New Year event in 2021, the funding for this event was used for a new Community Fun Day in Drummoyne, held during the Queen's Birthday weekend in 2021. This event was held at Drummoyne Oval, which offered a fenced park and could more easily be used for a limited capacity COVID-safe event. This new event attracted over 5,000 people and significant local support. This event is the only major community event in the Drummoyne area and involved community organisations, sports clubs and a sustainability swap meet alongside performances, children's rides, and fireworks. The Community Fun Day event was again hosted in 2022, funded via unclaimed funding from the community sponsorship budget.

Communities for Communities has requested Council enter a new three-year MoU for their Carols in the Park and Community Fun Day events. They are seeking to maintain the previous financial contribution from Council for these two events, with the proposed Community Fun Day in June in lieu of the previous Lunar New Year event. As a volunteer organisation, this proposed timeframe is easier to manage and program effectively. The Lunar New Year staged in early February is a significant challenge for this organisation to deliver 6 weeks after the Carols event, and it often clashes with major events across Sydney including those in the CBD, Chatswood, Ryde, Willoughby, and Burwood.

Communities for Communities are seeking \$27,200 funding from Council for the delivery of Carols in the Park at Five Dock, and \$42,300 for the Community Fun Day in Drummoyne. It is recommended that Council support the Carols event in December 2022 with \$26,000 funding; and provide \$32,000 funding for the Community Fun Day in June 2023 via a one year MoU. A review of Council's annual events programming across the City has commenced, and a one year MoU would enable future funding decisions about events to reflect the outcomes of this review.

A one year MoU for the two events outlined above, would leave a gap in the Rhodes event calendar, with the Community Fun Day event in lieu of Lunar New Year proposed to be held in Drummoyne. To address this, it is proposed that:

- Council sponsorship be provided for the Moon Festival in September, partnering with the Rhodes Multicultural Community Association to deliver this event at Rhodes in September (this is also detailed in the Community Funding report to be considered at this Council meeting)
- the Rhodes Place Manager works with the local community to create a new Lunar New Year Program that is focused upon the cultural significance of the festival and how Council can support local business in Rhodes. The recent programming of Australian Night at the Movies run by Council at Rhodes and delivered with a significant contribution from the Australia Day Council and has provided an alternative movie in the park opportunity for the community at the end of January.

TIMING

The funding for the program comes from the existing Community Sponsorship budget and should be considered alongside the recommendations for Community Sponsorship.

A one year MoU and associated funding for these events in 2022/23 would enable future funding decisions about events to reflect the outcomes of the broader review of Council's events programming.

FINANCIAL CONSIDERATIONS

The 2022/2023 budget currently includes an allocation in the community sponsorship budget, notionally allocated to providing these community events through the partnership with Communities for Communities of \$27,200 for Carols in the Park and \$42,300 for Lunar New Year.

It is recommended that Council provide \$26,000 for the delivery of Carols in the Park; \$32,000 for the Community Fun Day, and that the remaining funds be used to sponsor the Rhodes Multicultural Community Association to deliver a Moon Festival event. It is also proposed that provision be made by Council to cover the hire costs associated with the use of Halliday Park and Drummoyne Oval (total of \$6718), and the use of Council event equipment, as necessary.

LEGISLATIVE AND POLICY CONSIDERATIONS

This relates to the delivery of the City of Canada Bay's Cultural Development Plan.

ITEM 9.6 COMMUNITY FUNDING 2022-2023**Reporting Manager Manager Place Management****Director Community and Environmental Planning****Attachments:**
1. **Community Funding Guidelines 2022** [↓](#)
2. **Table of Funding Recommendations** [↓](#)

RECOMMENDATION OF DIRECTOR COMMUNITY AND ENVIRONMENTAL PLANNING

That:

1. Council approves the recommendation in Attachment 2 for sponsorship under the 2022-2023 Community Sponsorship Program.
 2. Council approves the recommendation in Attachment 2 for associated hire fees of Council's facilities for 2022-2023.
 3. Council write to all applicants to advise the outcome of the 2022-2023 Community Funding Program.
-

PURPOSE

This report seeks Council endorsement of the community sponsorship funding program for the 2022-2023 financial year.

EXECUTIVE SUMMARY

This report provides details of the Community Sponsorship funding requests, as outlined in Council's *Community Funding Guidelines*; and makes recommendations for funding agreements to be entered into with community organisations, for Council's consideration.

This report also references a proposed Memorandum of Understanding (MoU) for community event support funding for Communities for Communities, which is subject to a separate report to be considered at this meeting of Council on 14 June 2022.

STRATEGIC CONNECTION

This report supports YOUR future 2030 Outcome area:

IIP 1.3.3 Coordinate and support high quality Community Events to celebrate diversity, showcase creativity and recognise sporting achievements.

BACKGROUND/DISCUSSION

The City of Canada Bay is committed to supporting projects, events, services, and activities through funding arrangements which provide benefit to the City of Canada Bay community. A total of \$114,115 is available for support and sponsorship of community events for the 2022-2023 financial year. This budget provides funding for event sponsorship of \$45,115, and major event support provided as part of a long standing MoU arrangement with Communities for Communities.

Applications for the 2022-2023 Community Funding Program were open from 25 March to 6 May 2022. These opportunities were advertised by Council across a range of communication channels, including social media. Applications were received directly through Council's website, as an alternative to expensive subscriptions for grants administration software.

A total of 10 community groups and organisations applied for funding for a range of programs which support Council in achieving its *Community Strategic Plan 2030* goals around community connection, sustainability and creating vibrant places, to the value of \$55,342.

Since 2017, Council has been party to a MoU with Communities for Communities for delivery of the Carols in the Park and Lunar New Year events, with a total of \$67,000 funding provided for the delivery of both events previously. A request for a further three-year MoU from Communities for Communities was also received for funding, and this request is discussed in more detail below.

Community Sponsorship Program

The Community Sponsorship Program offers cash or in-kind support to a project, event, or initiative in return for a specified benefit. Unlike grants, in a sponsorship agreement, Council has an expectation of a return on investment, such as increased profile through the initiative's publicity and promotional activities.

Council received 10 applications for a total of \$55,342 sponsorship funds for 2022-2023, as follows:

- Eight (8) Community Sponsorship applications seeking a total funding of \$45,600, including a late application from Rhodes Multicultural Community Association (received on 19 May 2022) for the Rhodes Moon Festival.
- An additional two (2) applications from the Community Grants Program seeking a total funding of \$9,742 were also considered under the Community Sponsorship Program as they are events and more closely aligned to this program.
- Three of these applications above involve the use of a Council venue or facility, with the facility hire costs totalling \$8,198.

All approved recipients of Community Sponsorship funding will be required to recognise Council's sponsorship through logo recognition, event invitations, banner displays and opportunity for a stall where appropriate.

Application Assessment Criteria

Applications for sponsorship funding came from a wide range of community groups reflecting the broad appeal of the Community Funding Program and the diversity of initiatives underway that support the City of Canada Bay community.

The applications received were assessed against the criteria outlined in Council's Funding Guidelines. In addition, applications were also assessed to determine whether the correct documentation and information was received by Council.

To be eligible for funding, the following criteria must be met:

- Delivers community needs and priorities, and aligns with one or more of the five key vision areas (Your Future 2030 themes)
- Has a realistic budget based on substantiated quotes or assumptions including income and expenditure.
- Is cost effective and represents value for money
- Demonstrates how it will be operated and or maintained upon completion (where applicable)
- Can be delivered within the 12-month program deadline (1 July 2022 – 30 June 2023)
- Demonstrated access to the necessary support to deliver the project.

Where activities are primarily fundraising, a specific project or cause for which funds are being raised must be nominated.

Funding Recommendations

A detailed breakdown of each application and recommended sponsorship funding is provided at Attachment 2. As the total value of the applications received exceeded the amount of funding available, additional funding is proposed to be drawn from the Communities for Communities MoU allocation.

Communities for Communities propose to deliver a Community Fun Day in Drummoyne (\$32,000 recommended) in lieu of the Lunar New Year event previously held at Rhodes. The Communities for Communities MoU and funding request is the subject of a separate report to be considered at the 14 June 2022 Council meeting.

As there is no Lunar New Year event proposed by community groups in 2023, additional funding support (\$15,000) towards Rhodes Moon Festival, a cultural celebration for the Rhodes Community, was considered critical for 2022-2023.

All the applications meet eligibility criteria, will be of benefit to the local community and will help to deliver the outcome areas of Your Future 2030.

TIMING

A condition of the funding is that the initiative must be delivered within a 12-month timeframe (1 July 2022 – 30 June 2023), and applications are required to demonstrate that this can be achieved. Council's endorsement of the recommended sponsorship funding is time sensitive, as each applicant's planning assumes a commencement date of 1 July 2022.

FINANCIAL CONSIDERATIONS

It is proposed to allocate \$55,342 in community sponsorship from the total of \$114,115 available for support and sponsorship of community events for the 2022-2023 financial year. Attachment 2 provides the detail of the total funding requested and the funding allocation recommended. It also details which projects and events will incur Council facility hire costs. It is recommended that provision be made by Council to cover the facility hire costs, to support the delivery of these projects/events.

LEGISLATIVE AND POLICY CONSIDERATIONS

This program relates directly to Council's *Cultural Plan*; and meets a range of objectives about celebrating communities of culture.

The terms and conditions of the community sponsorship program can be found in Attachment 1.

Section 356 of the *Local Government Act, 1993* provides that a council may, in accordance with a resolution of the council, contribute money or otherwise grant financial assistance to persons for the purpose of exercising its functions.

SEEKING
FUNDING
FROM THE
CITY OF
CANADA BAY

2022-2023 COMMUNITY FUNDING GUIDELINES

Overview

The City of Canada Bay is committed to supporting community projects that support key themes represented in Council's Community Strategic Plan, Your Future 2030 through a range of community funding programs each year.

These annual funding programs are:

Community Grants Program - providing support for local not-for-profit organisations and projects which benefit local residents.

The Program aims to:

- Focus on delivering social, community, recreational and cultural benefits to the City of Canada Bay community.
- Address emerging issues and promote diversity and inclusion for marginalised people in our community
- Help grow the skills and capacity of these groups to plan, develop and implement self-managed programs to address a local community need or issue
- Support the operation of community groups and non-profit organisations in the City

Small Environmental Grants for Schools - supporting sustainability and environmental projects in primary and secondary schools and their communities.

The Program aims to:

- Encourage and support environmental and sustainability outcomes in schools and school communities
- Foster whole of school engagement in projects that protect or enhance the environment
- Encourage projects that develop knowledge, skills and active involvement about and for the environment

Community Sponsorship Program - a contractual agreement between Council and a third party. It is a commercial arrangement which offers cash or in-kind support to a project, event or initiative in return for a specified benefit. Unlike grants, in a sponsorship agreement, Council has an expectation of a return on investment, such as increased profile through the initiative's publicity and promotional activities.

Applicants may seek sponsorship from Council in the following ways:

- In-kind contribution (waiver of Council fees and charges)
- Cash contribution
- A combination of in-kind and cash contribution

Your Future 2030 (Community Strategic Plan 2018-2030)

Applications for funding must align with one or more of the five key vision areas (themes):

1. Inclusive, involved and prosperous
2. Environmentally responsible
3. Easy to get around
4. Engaged and future focussed
5. Visionary, smart and accountable

Available Funding

Community Grants Program - a total of \$65,000 in grant funding is available in two different categories for the

2022/2023 financial year:

Owner: City of Canada Bay
Date revised: 14/03/2022

- Community Support Grant – funding up to \$1,000 to support existing operations (such as equipment)
- Community Development Grant – funding up to \$5,000 to support the development of community development projects and programs (such a mental health, youth, women's, seniors, people with disability, LGBTQIA + local activity or program)

Small Environmental Grants Program for Schools - a total of \$10,000 in grant funding is available in two different categories for the 2022/2023 financial year:

- Support Grant – funding up to \$1,000 to expand on existing projects
- Development Grant – funding up to \$3,000 for the implementation of new projects

Community Sponsorship Program - a total of \$40,000 is available for sponsorship of community events for the 2022/2023 financial year.

* Funding amounts are cash values excluding GST. Applying for funding indicates willingness to acquit expenses, acknowledge Council's support and report project outcomes as required.

Eligibility

To be **eligible** for funding, an application must:

- Be from a not-for-profit group or community organisation based within the City of Canada Bay LGA or delivering services within the City of Canada Bay LGA.
 - Unincorporated groups may be sponsored (auspiced) by incorporated not-for-profit organisations
 - Applicants must be able to provide proof of public liability insurance and any other insurances required to deliver the project which may include professional indemnity, workers compensation or volunteer accident insurance
- Apply principles of access and inclusion for all, in their approach for the funded activity or service
- Be of benefit to the well-being of people within the City of Canada Bay
- Parent & Citizen Committees and Parent & Friend Committees from primary and high schools within the City of Canada Bay LGA are eligible to apply for funding to support community initiatives/projects (not infrastructure within the school such as air conditioning, playground equipment or furniture upgrades) carried out at, or by, a school
- Community groups located within a community title estate require a letter of endorsement from the Executive Committee for their application to be processed
- All applications requesting improvements or upgrades must be supported with an approval letter from the landowner
- The organisation must demonstrate the capacity to manage funds and deliver the project
- Where possible, demonstrate evidence of attempting to gain funding from other sources and/or the ability of the applicant to contribute towards costs
- Where activities are primarily fundraising, a specific project or cause for which funds are being raised must be nominated

The following is **not eligible** for funding:

- Projects that have already been completed

- Organisations that have not submitted acquittal reports for previous projects funded by City of Canada Bay Council
- Profit making or political projects, initiatives or events
- Projects, events or initiatives that are unlawful or of unconscionable purpose
- Events or activities that are primarily a marketing or promotional exercise for a for-profit organisation
- Events or activities available only to paid ticket holders, for the purpose of business profit
- Religious ceremonies and/or activities in which the promotion of a single faith is the main purpose
- Rental costs or recurrent expenditure for premises
- Fundraising activities or contributions to individuals, and fundraising activities with no specific objective
- Costs that should be funded as a core responsibility from another source, such as the NSW State Government or the Australian Federal Government
- Ongoing staff or operational costs including consumables, petrol, stationary etc.
- Items included in another Council funding application, or to top-up funding for a previous Council grant or any other Council funding
- Activities and programs that duplicate existing services
- Prize money, prizes or trophies

Selection Criteria

The following criteria will be applied in assessing the viability of an application:

- Deliver community needs and priorities and align with one or more of the five key vision areas (Your Future 2030 themes)
- The project has a realistic budget based on substantiated quotes or assumptions including income and expenditure
- Is cost effective and represents value for money
- Demonstrates how it will be operated and or maintained upon completion (where applicable)
- Can be delivered within the 12-month program deadline (1 July 2022 – 30 June 2023)
- Demonstrated access to the necessary support to deliver the project

Additional Criteria for Small Environmental Grants for Schools:

- The project is holistic, and will deliver improvement to the environment and the school community's behaviour, increasing community knowledge and awareness of sustainability

Application Process

Council will have one funding round for all projects, events, services and activities to be delivered from 1 July 2022 – 30 June 2023. Applicants will be invited to submit their application for the relevant funding program online [here](#). Applications for the 2022-23 Community Funding Programs will open on **Friday, 25 March 2022** and close on **Friday, 29 April 2022**.

Application procedure

A 'Seeking Funding from City of Canada Bay' application must be completed online via [Council's website](#). If your funding application includes a request to use a Council venue, equipment or facility, you must also complete the separate 'External Event Booking application form'.

Owner: City of Canada Bay
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Applications must clearly outline the nature of the project or event, why it is being proposed, the benefits to the Council and the local community, how it addresses key themes in Council's Your Future 2030, and the type or value of funding sought. Applicants are encouraged to provide as much information as possible. Advice from the relevant contact within Council prior to submitting an application is available (see Assistance and further information).

Examples of projects that may be considered include:

Community Grants Program

- Community Support Grant (up to \$1,000)
 - equipment
 - wellbeing initiative
 - guest speaker for a presentation/training course
- Community Development Grant (up to \$5,000)
 - youth outreach program
 - cultural/art programs
 - supporting inclusive community recreation programs
 - supporting community needs and addresses social cohesion

Small Environmental Grants for Schools

- litter education and prevention
- water conservation and saving initiatives
- energy conservation and saving initiatives
- waste avoidance, minimisation and management
- biodiversity and urban canopy
- construction of vegetable, permaculture or no-dig gardens

Community Sponsorship Program

- community festival or fair
- community events

Assessment and reporting

The City of Canada Bay will review all applications in accordance with the conditions set out in these guidelines and governing legislation, which can be viewed at [here](#).

- A recommendation of funding agreements for the Community Grants and Community Sponsorship Programs to be entered into will be outlined in a report to Council for final determination.
- All applicants will be advised of the result of their submission as soon as the Council makes its decision. We aim for one month after close of submissions. Council advises that applicants consider this timeframe when applying or preparing to apply. Council reserves the right to adjust this time-frame in complex applications beyond their control and will advise the applicant if this happens.

All funding will be undertaken in accordance with Council's policies and legislative requirements and to the mutual benefit of both parties. When Council determines applications for funding, it will do so in a professional and coordinated manner that will withstand scrutiny and complies with relevant policies. Council will only consider engaging in funding agreements where:

- Funding could make it possible for a company/organisation to undertake beneficial non-core activities that could not otherwise be funded or undertaken to the same extent;
- Funding could either reduce the cost of a particular event or activity or enable it, in the public interest, to be expanded or enhanced; and
- Funding could achieve greater community awareness or public profile for Council, a particular service, program or product, than may otherwise have been possible.

Successful applicants must sign and comply with a Funding Agreement which includes a requirement for:

- Acknowledgement of Council (including logo) as a supporter of the event/initiative
- Council is to have the opportunity to display banners (supplied by Council)
- Council is to have the opportunity for a stall at all events

As part of the funding acquittal process, recipients are to supply an acquittal report within two months of completion of the activity, as evidence that the activity was held as described in the application. Acquittal reports must include an income and expenditure summary, examples of promotional material and photos. Applicants will not be considered for future funding if the acquittal report is not received by Council by the due date.

Funding cannot be used for purposes different to those detailed in the original application. Any variation to funding arrangements must be notified to Council in writing and approved by Council prior to any grant funds being expended.

Important policy matters

- No Council officer or Councillor or their relatives or partners should seek or receive a personal benefit or be perceived to receive a personal benefit from a funding agreement.
- There should be no real or perceived conflict between the objectives and mission of Council and those of the applicant or the company/organisation seeking funding.
- Council will not implement a funding agreement with any party engaged in current or pending legal proceedings involving the Council or where the proposed agreement would contravene any section of the Local Government Act 1993 or where the proposed arrangement may expose Councillors, the Council or its staff to conflicts of interest.
- Similarly, if the term of the funding agreement has commenced, and a conflict involving legal proceedings arises, the agreement will be terminated immediately.
- A funding agreement may be reviewed in any case where, during the life of the funding, the applicant has a current application or matter before Council, or Council is aware of the possibility of an application or matter coming before the Council in the near future. Similarly, any attempted influence of Council's functions will result in an automatic review and/or termination of the funding arrangement.
- Sponsor benefits or any sponsorship entered into with Council do not include implied endorsement by Council of the sponsors goods or services. Sponsorship agreements do not permit the use of Council's logo to promote their product.

- Applicants are permitted only one funding application per Program, per Financial Year

Assistance and further information

If you require assistance to complete the application, or for further information please contact:

- Community Grants Program - community.grants@canadabay.nsw.gov.au or phone 9911 6244
- Small Environmental Grants for Schools - environment@canadabay.nsw.gov.au or phone 9911 6555
- Community Sponsorship Program - sponsorships@canadabay.nsw.gov.au or phone 9911 6432
- National Relay Service (TTY) (for hearing impaired) - Phone 1800 075 001
- Telephone Interpreter Service - Phone 131 450 and ask them to phone Council

2022-23 Community Sponsorship Funding Recommendations

Organisation Name	Project/event or activity title	Project Summary	Total financial support requested	Recommended funding	Percentage	Value of fee waiver	Justification
Australian Skateboarding Federation	King Of Concrete Skateboarding Competition, Five Dock Skate Park	State/National Level Bowl Competition for Skateboarding sanctioned by the Australian Skateboard Federation featuring the best skaters in Australia, and local skaters providing a platform to compete against Australia's best and gain points to an ASF Australian Ranking.	\$6,000	\$6,000	100%	\$1,412	<ul style="list-style-type: none"> • Annual event brings participants, sponsors and support crew to the local area and is a display for non-skating spectators • Approx. 60 participants (from 6 – 55 years of age) and 200 spectators expected • Attendees include walk up spectators, families, very small children, children, teenagers, twenty and thirty somethings as well as older people. • Use of Five Dock Skate Park Bowl, booking fee waiver valued at \$1,412
Drummoyne Public School P&C Association	Drummoyne Public School Fete	The Drummoyne School Fete is an opportunity for the school to host a fun and inclusive community event where all members of the wider community are	\$4,500	\$4,500	100%	\$1,958	<ul style="list-style-type: none"> • A well-established annual community event. Due to the impacts of COVID-19, the school has been unable to hold this event for 2

		welcome to enjoy rides, entertainment, food and social interaction in a safe and managed environment promoting community well-being as the principal annual fundraising event for the school.					years, however sponsorship is not critical to the program as majority of the program is funded by the school community
The Foundation for a Bloody Great Cause Ltd	<p>1. A Bloody Great Night Out</p> <p>2. International Women's Day Breakfast</p>	<ul style="list-style-type: none"> Fundraising dinner for 500 guests aiming to raise \$150,000 Fundraising breakfast for 300 guests to raise awareness of the Foundation and celebrate International Women's Day, providing an opportunity for local women to attend. Both events raise funds for life saving Clinical Trials and Research Unit at Concord Hospital to employ Nurses to monitor trial patients and provide funds for the development of the units latest APP for patients with Blood Cancers. 	\$5,000	\$5,000	100%	N/A	<ul style="list-style-type: none"> There is also a high level of fee waivers associated with this application - including road closure and other associated fees valued at \$1,958 Bi-annual & Annual events to support important fundraising for the Bloody Great Committee Approx. 800 participants expected to attend across the two events The aim is to raise funds and promote clinical trials and innovative therapies undertaken by Concord Hospital. Funds raised will be directed towards funding clinical trial nurses for the research unit at Concord Hospital's department of Haematology.

Majors Bay Chamber of Commerce	Christmas on Majors Bay Road	Promote the attraction of the core area of Concord business precincts, particularly Majors Bay Road celebrating Christmas in the spirit of community and small business.	\$6,000	\$6,000	100%	N/A	<ul style="list-style-type: none"> • This established event builds community & business connections and establishes new relationships to benefit the local community • The program supports activities hosted by Council as part of the Place Plan and builds business capacity vital to the sustainability of the program longer term • It will also support the economic recovery of the main street businesses post COVID-19
St Alban's Five Dock	Christmas Jazz on the Lawn	This free event aims to foster community cohesion and fun at the heart of the suburb (next to the new metro station), especially during a time of so much change and upheaval for many due to the Metro works.	\$1,600	\$1,600	100%	N/A	<ul style="list-style-type: none"> • This inclusive event builds community & business connections and establishes new relationships to benefit the local community

St Patrick's Parish Mortlake	Christmas Markets Stalls and Twilight Evening	This free event encourages families to mingle and enjoy themed market stalls, entertainment and food trucks in a festive atmosphere leading up to Christmas.	\$2,500	\$2,500	100%	N/A	<ul style="list-style-type: none"> This inclusive event builds community & business connections and establishes new relationships to benefit the local community Approx. 1,000 participants expected to attend
The Rotary Club of Five Dock	Ferragosto Ball	Fundraising Ball aimed at dignitaries from the Italian Consulate, Federal and NSW Parliament, City of Canada Bay, Concord Hospital and local Italian associations that represent regions of Italy.	\$5,000	\$5,000	100%	N/A	<ul style="list-style-type: none"> Annual event is a great addition to the local community to celebrate Ferragosto The event is expected to attract approximately 300 guests Sponsorship is not critical to the program as majority of the program is funded by tickets. High ticket price means that the event has limited accessibility.
Community Grants Application: Concord High School P&C Association	RUOK Canada Bay?	Concord High School will partner with community groups to promote mental health and empower the community to connect and lend support when others are struggling, normalising mental health and making it easy to reach out and get support.	\$4,942	\$4,942	100%	N/A	<ul style="list-style-type: none"> The RUOK? Day campaign continues to be relevant and effective in spreading key messages about the importance of reaching out to others and empowering members of the community to have

							conversations about life problems
Community Grants Application: Drummoyne Chamber of Commerce	Quarterly Network Events & School Work Experience Program	Quarterly networking events for local business and community in the Drummoyne and Canada Bay Area, focusing on delivering the schools work experience program. Connecting business owners with the local community to ignite and establish a sustainable program with the four high schools in the Canada Bay LGA.	\$4,800	\$4,800	100%	N/A	<ul style="list-style-type: none"> These events build community & business connections and establish new relationships, particularly through local schools to benefit the community
Late Application: Rhodes Multicultural Community Association	Rhodes Moon Festival	Rhodes Moon Festival is a one-day community event at Rhodes, featuring business and community stalls, cultural performances, and community groups from different cultural backgrounds to perform and celebrate one of the most important festivals in Asia.	\$15,000	\$15,000	100%	\$4,828	<ul style="list-style-type: none"> Annual event is an important cultural activity in our community, particularly given Lunar New Year will not be delivered in 2023 The event includes stalls, cultural presentations including dancing and singing, and supports local business with economic recovery This application also has a high fee waiver request for associated fees valued at approx.. \$4,828

MoU: Communities for Communities	1. Carols in the Park	Annual community carol concert with live band and music groups, food trucks and children’s entertainment including Santa visit, attended by approx. 4,500 people	\$67,000	\$58,000	87%	\$6,718	<ul style="list-style-type: none"> • The C4C team of over 40 local volunteers work with Council staff to improve the quality and programming of events • The events also raised funds for local and overseas projects administered by Communities for Communities • The original MoU was established to coincide with the term of Council. However, due to the postponement of the September 2020 Local Government elections, a one-year MoU was established and has now ended. • These events have a high fee waiver request for associated fees valued at approx.. \$ 14,916
	2. Community Fun Day	Community event supported by over 30 community groups, entertainment, children’s rides, good trucks, Rotary, Drummoyne Art Society and fireworks					
Total			\$122,342	\$113,342		\$ 14,916	

10 CITY SERVICES AND ASSETS DIRECTORATE REPORTS

ITEM 10.1 COMMUNITY GRANTS 2022-2023

Reporting Manager Manager Library and Community Services

Attachments: 1. **Summary of Community Grant applications 2022-2023** [↓](#)

RECOMMENDATION OF DIRECTOR CITY SERVICES AND ASSETS

That:

1. Council consider and approve the recommendations for funding under the 2022-2023 Community Grants Program to a total amount of \$66,753.
 2. Funding recipients be invited to attend the City of Canada Bay Community Grants Presentation Ceremony on 21 July 2022.
 3. Council write to unsuccessful organisations to provide feedback to assist with the preparation of future applications.
-

PURPOSE

To provide council with information regarding the 2022-2023 Community Grant applications and to recommend approval for funding applications.

EXECUTIVE SUMMARY

This report advises Council of the applications received under the 2022-2023 Community Grants Program and makes recommendations for funding allocations.

The Community Grants Program provides for two streams of funding: Community Support Grants up to the value of \$1,000; and Community Development Grants up to the value of \$5,000.

Council has received 49 applications seeking a total funding of \$128,103.00 and recommends the allocation of \$66,753 be provided to organisations following assessment against the criteria.

STRATEGIC CONNECTION

This report supports YOUR future 2030 Outcome area:

IIP 1.1.5 Ensure Grant Programs support local community development outcomes.

BACKGROUND/DISCUSSION

The City of Canada Bay Community Grants Program aims to provide financial assistance to community groups and non-profit organisations for services, programs and projects. The 2022-2023 Program was open from 25 March to 29 April 2022.

The Community Grants Program provides for two streams of funding: Community Support Grants up to the value of \$1,000 to provide funding support for existing programs and projects; and Community Development Grants up to the value of \$5,000 to fund the development and delivery of new community projects that deliver outcomes under YOUR Future 2030.

Council has received 49 Community Grant applications across both funding streams seeking a total funding of \$128,103 of which 44 applications are recommended for funding to the total value of \$66,753.

Assessment of Community Grant Applications

Applications for funding came from a wide range of community groups reflecting the broad appeal of this program and the diversity of initiatives underway that support and grow our community. Applications broadly covered all outcome areas in YOUR future 2030.

All applications were reviewed and assessed by the following Council officers:

- Manager Library and Community Services
- Community Development Officer

Each application has been assessed according to eligibility criteria including:

- All applicants must be non-profit groups or organisations that are either based within the City of Canada Bay area or provide services and activities for residents of the City of Canada Bay;
- Funding will be provided where services, programs and activities help to deliver community needs and priorities and the outcomes prioritised under YOUR future 2030;
- Funding will be used only for purposes detailed in the original application; and
- Applicants shall, where possible, demonstrate evidence of attempting to gain funding from other sources and/or the ability of the applicant to contribute towards costs.

The criteria for each funding stream are set out below:

Community Support Stream - \$1,000:

- Minor capital works or costs supporting the ongoing operations of existing projects or programs.

Community Development Stream - \$5,000:

- Demonstrates expansion and broader community reach of an existing program;
- A new project or program that complements or builds on existing operations; and
- Applicants need to demonstrate that the funded activity will be delivered to completion through the grant, or how the project or program will be sustained beyond the grant funding.

Funding Recommendations

The attached table sets out details of each application, the recommended funding amount and requested fee waiver for use of a Council venue. A total of \$66,753 is allocated in the 2022-2023 budget for the program.

In total, 44 applications are recommended for funding. In each case, the applications meet eligibility criteria, will be of benefit to the local community and will help to deliver the outcome areas of YOUR Future 2030.

A total of four applications were not awarded funds.

One application was not recommended for funding as it was for a school-based health education program that was not open to the community.

One application was not recommended for funding as it was for infrastructure devoted to religious purposes that are excluded under the community funding guidelines.

One application was not recommended for funding, as the organisation applied under a business ABN and did not demonstrate attempting to gain funding from other sources or the ability of the applicant to contribute towards the cost.

One application was ineligible as the grant applicant submitted two applications. Organisations are limited to one Community Grant application each.

Presentation Ceremony

Funding recipients will be invited to a ceremony proposed to take place at the Canada Bay Club on 21 July 2019.

Review of Community Grants Program

Council received a slight decrease in community grant applications compared to previous years. The Community Grants Program is reviewed annually to ensure the Program continues to support the operation of community groups and non-profit organisations within the City while also providing support to help grow the skills and capacity of these groups.

TIMING

Funding approval is time sensitive to ensure community groups are funded as early as possible in the 2022-23 financial year to enable completion of projects within the timeframes supplied in the grant timetable.

FINANCIAL CONSIDERATIONS

The total amount of funding recommended for the 2022-2023 Community Grant Program is \$66,753. This amount has already been allowed for in the 2022-2023 Budget.

LEGISLATIVE AND POLICY CONSIDERATIONS

Section 356 of the Local Government Act 1993 provides that a council may, in accordance with a resolution of the council, contribute money or otherwise grant financial assistance to persons for the purpose of exercising its functions.

2022-23 Community Grants Funding Recommendations

A total of \$67,000 in grant funding is available in two different categories for the 2022/2023 financial year:

- Community Support Grant — funding up to \$1,000 to support existing operations
- Community Development Grant — funding up to \$5,000 to support the development of community development projects and programs.

Organisation Name	Project Name	Project Summary	Financial support requested	Recommended funding	Percentage	Fee waiver for venue required	Justification
High Priority - full funding							
Concord Seniors Citizen's Club Inc.	Program equipment	\$400 for purchase of wool to enable our Handicraft group to produce items for distributor to various groups in need \$140 to purchase two net sets for our table tennis groups \$413 to purchase Blocks and bolsters for our Yoga group Equipment	\$953.00	\$953.00	100%	N/A	<ul style="list-style-type: none"> • Increased social connection for seniors • Wellbeing for Seniors • Inclusive and affordable • Community group in LGA
Sydney All Breeds Dog Training Club	Agility Equipment	We are implementing agility training; dog owners will learn another sport to join with their dogs Equipment	\$1000.00	\$1000.00	100%	N/A	<ul style="list-style-type: none"> • Equipment support grant max \$1000 • Needs additional with new program
Inner West Little Athletics Centre	Sports Equipment	We would like to be able to purchase some sporting equipment for our club to replace some of our old equipment Equipment	\$1000.00	\$1000.00	100%	N/A	<ul style="list-style-type: none"> • Equipment support grant max \$1000 • Youth Sports Program

Community Grants Table of Recommendations 2022/23

Inner West Neighbour Aid	Community Vegepod Maintenance	Revitalisation of the 9 Vegepods located in the 5 Senses Garden. Equipment	\$1000.00	\$1000.00	100%	N/A	<ul style="list-style-type: none"> Community program to be delivered in LGA, targeting older residents with dementia Equipment support grant max \$1000
The Australian Hokien Huay Kuan Arts Group	Enhanced wellbeing of Seniors Group	Costumes and fees for teachers for dance and singing for senior's wellbeing group. Equipment	\$1000.00	\$1000.00	100%	Yes	<ul style="list-style-type: none"> Increased social connection and wellbeing Community program in LGA Seniors Dance
Aurora Australis Chorus	Costume and Music	Our Chorus performed locally, at Canada Bay Citizenship Ceremonies. We require new music and appropriate costumes for these events. Equipment	\$1000.00	\$1000.00	100%	N/A	<ul style="list-style-type: none"> Increased social connection and wellbeing Community program in LGA All ages
Sydney Voices Incorporated	Music for Concert at Drummoyne	Local singing group who rehearses at Drummoyne Community Centre need music for concert this year. Equipment	\$1000.00	\$1000.00	100%	Yes	<ul style="list-style-type: none"> Increased social connection and wellbeing Community program in LGA All ages
Abbotsford Presbyterian Church	Accessible Toilet	We want to install an accessible toilet in our main church hall as we have no such toilet on the church premises. Equipment	\$1000.00	\$1000.00	100%	N/A	<ul style="list-style-type: none"> Inclusive Social Connection Equipment support grant max \$1000
Canada Bay Community Choir (CBCC)	Funding for Choir workshop & Fee waiver for hall hire at Drummoyne Community Centre	The choir would like to have a singing workshop in the community and to rehearse they need assistance paying for music and hall hire at Drummoyne Community Centre Equipment	\$1000.00	\$1000.00	100%	Yes	<ul style="list-style-type: none"> All age's program improves social connection and wellbeing. Supports Council functions at various events including Christmas Carols Concord and Five Dock

Community Grants Table of Recommendations 2022/23

Five Dock School P&C	Loose Parts Play Storage Unit	At Five Dock School we have a 'loose parts play program' which the P & C has contributed to. We need somewhere to store all these items The creativity shown by all children is amazing. The items are also utilised by our P & C owned and run OOSH service which is on school grounds. Equipment	\$1000.00	\$1000.00	100%	N/A	<ul style="list-style-type: none"> • Equipment support grant max \$1000 • School Infrastructure • For children of school age 5-12 • Shared resources
Dragon Sports Association	Community Support Grant - existing operations	DSA dragon boat club is seeking support for its subscriptions to MYOB \$510; Dragon Boats NSW Affiliation Fee \$490 of the total \$835 payable. Equipment	\$1000.00	\$1000.00	100%	N/A	<ul style="list-style-type: none"> • Equipment support grant max \$1000 • Community group all ages
Cabarita Mortlake Kindergarten Association	Improving Access to Outdoor Storage	We are seeking to upgrade our storage facilities and improve access to our outdoor equipment by replacing the existing shed roller door. The current roller door has become unsafe and regularly gets stuck posing a risk to the staff and children. Equipment	\$1000.00	\$1000.00	100%	N/A	<ul style="list-style-type: none"> • Program for children 0-5 yrs old. • Supporting families of young children
1st Yaralla Sea Scout Group	Outdoor activity engagement	Purchase of equipment for of tents, gazebos, tables, carts, rope, and lighting. Equipment	\$1000.00	\$1000.00	100%	N/A	<ul style="list-style-type: none"> • Equipment support grant max \$1000 • Children's and Youth Program • Social Connection and wellbeing

Community Grants Table of Recommendations 2022/23

Mother of Light Seniors Group	Ongoing support for the well-being of the seniors' group	It is the high light of their week to come and communicate with others of same age and language. Usually there is a speaker, hall hire and morning tea to support diverse isolated older people. Equipment	\$1000.00	\$1000.00	100%	N/A	<ul style="list-style-type: none"> • Social Connection and wellbeing • Seniors group
Scout Association of Australia NSW Branch- 2nd Abbotsford Sea Scouts	Cub Scout Camping Program	The group runs a complete camping program through the year for each youth section. Additional tents for the Cub Section will allow the 60 youth members in the Cub Sections specifically. Equipment	\$1000.00	\$1000.00	100%	N/A	<ul style="list-style-type: none"> • Equipment support grant max \$1000 • Children's and Youth Program • Social Connection and wellbeing
The Scouts Association of Australia NSW Branch - Iron Cove Venturer Unit	Iron Cove Venturer Unit Sailing Program	A new sailing boat so youth members learning to sail, and then participating in sailing races at the Sailing Club. Equipment	\$1000.00	\$1000.00	100%	N/A	<ul style="list-style-type: none"> • Equipment support grant max \$1000 • Children's and youth Program • Social Connection and wellbeing
Giant Steps Australia	Community Working Bees	We are seeking funding from purchase a pressure washer for our volunteer program. This program supports the inclusion of vulnerable people such as parents and carers who are socially isolated due to the nature of their child's disability; raises autism awareness. Equipment	\$1000.00	\$1000.00	100%	N/A	<ul style="list-style-type: none"> • Equipment support grant max \$1000 • Reduces isolation and social engagement for parents with young children and infants • Only fee free school for children with autism

Community Grants Table of Recommendations 2022/23

Chiswick Community Gardeners	Community Garden Environmental and Operational Improvement Project	The project will create more composting equipment to take a greater amount of green waste from the community. Equipment	\$1000.00	\$1000.00	100%	N/A	<ul style="list-style-type: none"> Increased social connection and wellbeing Socially sustainable All ages in our community
Stitching Hearts Quilting Group	Creation and donation	Members of the Stitching Hearts Group create quilts as well as knitted and crochet items for donation throughout the community. The group are looking for more wool and craft supplies. Equipment	\$1000.00	\$1000.00	100%	N/A	<ul style="list-style-type: none"> Community program in LGA All ages program improves social connection and wellbeing Learn new skills and supports memory
Drummoyne Art Society Inc	Purchase and storage of a Portable Bar-B-Q	A BBQ for Fun Fairs Painting, activities Art classes, Art Workshops Equipment	\$1000.00	\$1000.00	100%	N/A	<ul style="list-style-type: none"> Community program in LGA All ages program improves social connection and wellbeing Learn new skills and supports memory
Applications 20		Total	\$19,953.00	\$19,953.00			

Community Grants Table of Recommendations 2022/23

Medium Priority – Partial Funding							
Sensory Concerts	Sensory Concerts Canada Bay	Sensory Concerts® is a series of high-quality classical concerts for children and adults with sensory/special needs, including Autism, ADHD, physical or invisible disabilities. The funds will be used to pay for the musicians to perform for the day, music and venue hire. Activity	\$3000.00	\$2000.00	66%	Yes	<ul style="list-style-type: none"> Support for people with sensory disabilities Inclusive Social Connection New inclusive program for Canada Bay Diverse CALD
Canada Bay Lady Bowlers	Veterans Day	It is a special day for senior lady bowlers who belong to the Canada Bay area and to promote the game. The bowlers are aged 70 and over and Veteran day is not usually held at other bowling clubs. Activity	\$700.00	\$500.00	71%	N/A	<ul style="list-style-type: none"> Supporting older women Social Connection & Wellbeing Program for older vulnerable people Community program in LGA
Strathfield Bridge Club Inc	Continued sustainability of Strathfield Bridge Club	Strathfield Bridge Club assist elderly members maintain and improve physical, mental, and social well-being through the game of bridge. Activity	\$750.00	\$500.00	66%	N/A	<ul style="list-style-type: none"> Wellbeing for Seniors Increased social connection Local at Canada Bay Club Mentally challenging and memory support
The Shepherd Centre	Confident Kids – a group education program developing the social skills of	Confident Kids is a group program which supports the development of social skills and confidence in children with hearing loss. Program	\$5000.00	\$3500.00	70%	N/A	<ul style="list-style-type: none"> Community program targeting LGA residents Program for children under 5 years with disability Reduces isolation and social engagement for parents with young children and infants

Community Grants Table of Recommendations 2022/23

	deaf children in Canada Bay						<ul style="list-style-type: none"> Currently supporting 8 children with disabilities and their families from our community who travel to the Centre for intensive support for much needed integrated services.
Ethnic Communities Council of NSW	Ageing Well	In partnership with the Inner West Sector Support Development Officer a series of in-language information sessions for the older members of Culturally and Linguistically Diverse background (CALD) communities and their Carers. Program	\$5000.00	\$2500.00	50%	Yes	<ul style="list-style-type: none"> Increased social connection for seniors Community group in LGA Wellbeing for seniors
St Patrick's Parish Mortlake	Pastoral Outreach Hospitality Luncheon	To provide an opportunity for the St Vincent's De Paul Clients that are presently being looked after by the Mortlake Parish to be a meal and drinks together with the Parish Community on a Sunday. A Sunday morning mass 10.30am followed by a luncheon served in the Parish Hall or Presbytery. Last time we held this luncheon over 20 clients participated and 20 volunteers worked on the event. Activity	\$600.00	\$300.00	50%	N/A	<ul style="list-style-type: none"> Religious ceremony mass (outside of grant guidelines) Community support Church activity

Community Grants Table of Recommendations 2022/23

The Sovereign Hospitaller of St John of Jerusalem Knights of Malta (SHOSJ)	SHOSJ knitters group	Knitters group who meets in Chiswick looking to purchase wool for a volunteer group who knit for welfare groups. Equipment	\$5000.00	\$1000.00	20%	N/A	<ul style="list-style-type: none"> Funded as per other groups Increased social connection for seniors Equipment support grant max \$1000
St Alban's Anglican Church Five Dock	Mobile Community Pantry	To provide low-cost groceries and food products where people, especially older residents and people struggling with rent and mortgage stress Equipment	\$1250.00	\$1000.00	80%	N/A	<ul style="list-style-type: none"> Equipment support grant max \$1000 Inclusive and affordable
Canada Bay Zero Carbon Community (CBZCC)	Go Solar Workshops	CBZCC aims to raise awareness in the community about solar energy and to encourage installation on buildings throughout The City of Canada Bay.	\$5000.00	\$1000.00	20%	Yes	<ul style="list-style-type: none"> New community group Equipment support grant max \$1000 Community Education Program All ages program
St Merkorious Charity	Presenters to Improve Wellbeing at Rhodes Community Meals for Disadvantaged People	St Merkorious will hire a presenter and a choir organiser to run the community meals that we hold in Rhodes every fortnight at St Mary and St Merkorious Equipment	\$5000.00	\$1000.00	20%	N/A	<ul style="list-style-type: none"> Equipment support grant max \$1000 Supporting marginalised people Community program delivered in Rhodes and supporting wider community
Rhodes Multicultural Community Association	Convivial Rhodes	Will provide evening activities on the first Thursday of every month in Rhodes Union Square from Sep 2022 to June 2023. We will invite local multicultural	\$3000.00	\$1000.00	33%	N/A	<ul style="list-style-type: none"> Social and community connection Equipment support grant max \$1000 Reduces isolation

Community Grants Table of Recommendations 2022/23

		groups to perform and celebrate cultural diversity. Equipment					
Rhodes Community Garden Incorporated	Development Project	Buy & install wine barrels as planters, add irrigation and soil to barrels and to all garden beds wherever required. Add a greenhouse. Repair the fence. Equipment	\$2500.00	\$1000.00	40%	N/A	<ul style="list-style-type: none"> • Equipment support grant max \$1000 • Community connection of likeminded people • Sustainable and support environment • Wellbeing for community
Let's Get Going	Continuation of drum sessions for music therapy sessions.	Inrhythm Music Therapy Sessions will be held at Concord Community Centre.30 people with disabilities adults in total during each session Program	\$3500.00	\$3500.00	100%	N/A	<ul style="list-style-type: none"> • Supporting people with disabilities in our community • Wellbeing and social connection. • Community program in LGA
Dancing Hearts Services Incorporated	Disability Dance Program	The weekly program will cater for a wide range of people with disability. We aim to teach the participants various dance styles, along with choreographies and routines. Program	\$3650.00	\$3500.00	95%	N/A	<ul style="list-style-type: none"> • Supporting People with disabilities in our community • Wellbeing and social connection. • Community program in LGA
Australian Skateboarding Federation	Learn to Shred Five Dock	Free Skateboarding Workshops at Five Dock skatepark. We ran successfully in 2019,2020 and 2021and 2022, with great success partnering with council. Program	\$5000.00	\$3500.00	70%	N/A	<ul style="list-style-type: none"> • Youth Program • Social connection and wellbeing • High needs demographic as identified by the NSW Dept. of Family and Community Services regarding disadvantaged youth

Community Grants Table of Recommendations 2022/23

Touched by Olivia Foundation Limited	Community Circles	Train Facilitators for Community Circles enables people, who need a bit more help, to build a circle of support around themselves, with the people they choose. Program	\$5000.00	\$2500.00	50%	N/A	<ul style="list-style-type: none"> • Accessing other funding streams • Social Connection & Wellbeing • Program for older vulnerable people • Supports carers
Chinese Australian Services Society Limited	Integration of Young Parents and Carers	The young parents and carers Integration program aims to assist families who have migration backgrounds to be better supported and involved Program	\$4600.00	\$2500.00	54%	Yes	<ul style="list-style-type: none"> • Social Connection & Wellbeing • Promoting diversity and inclusion • Community program in LGA • Supporting marginalised community
Ebenezer Mission	International Day of People with Disability	IDPwD Performances and celebration from many artists with disability. The performances will include dance, songs, and music performances. Program	\$5000.00	\$3500.00	70%	Yes	<ul style="list-style-type: none"> • Social Connection & Wellbeing • Promoting diversity and inclusion • Community program in LGA • Supporting marginalised community
Rotary Club of Concord for and on behalf of Concord Farmers Market	Concord Farmers Market Marque Replacement Programme	As part of the function of the markets is to provide seating and shelter for patrons, especially the elderly. Equipment	\$2000.00	\$1000.00	50%	N/A	<ul style="list-style-type: none"> • Equipment support grant max \$1000 • Community program
Cara Care	Wrapped in Angels for LGBTIQA+ youth	A trauma therapy program to support young people identifying as LGBTIQA+ endure and long and challenging time on several levels. Without family and community support, their mental health may be adversely affected, and they also face the	\$5000.00	\$4000.00	80%	Yes	<ul style="list-style-type: none"> • Community Education Program targeted LGA • Supporting marginalised community • Inclusive and safe • Addressing emerging social issue in LGA

Community Grants Table of Recommendations 2022/23

		possibility of becoming disconnected from family and friends, and in some cases homelessness. Program					<ul style="list-style-type: none"> • Social Connection • Community program in LGA
Sunnyfield	Safe Sensory Play	This year in November we are opening a brand-new purpose-built Short-Term Accommodation home in Concord for locals with disability seeking respite or longer-term accommodation solutions. To ensure our service meets the needs of every client we would like to install a trampoline and net swing to help provide sensory stimulation to our residents. Equipment	\$1,700.00	\$1000.00	59%	N/A	<ul style="list-style-type: none"> • Equipment support grant max \$1000 • Local community • Supporting marginalised community • Inclusive and safe
Wheelchair Sports NSW/ACT		Wheelchair Sports NSW/ACT have just launched a newly established sports Para-powerlifting, strength, and conditioning hub in Five Dock. Every Monday night, members have the chance to get together at the gym to work out, have a strength & conditioning program set for them and/or try para-powerlifting. Program	\$5000.00	\$2000.00	40%	N/A	<ul style="list-style-type: none"> • Community program • Supporting marginalised community • Inclusive and safe • Specific program

Community Grants Table of Recommendations 2022/23

Neighbourhood Watch Rhodes	Neighbourhood Watch Rhodes	Gather Active Members of the community (Businesses & Residents), Educating Residents & Businesses of Crime Prevention & Reporting, Social Isolation, Healthy Greener Sustainable Lifestyle. Equipment	\$5000.00	\$1000.00	20%	N/A	<ul style="list-style-type: none"> • New community group • Social and community connection • Equipment support grant max \$1000 • Reduces isolation • Community Cohesion
Children's Tumour Foundation	NF Hero Family Fun Day	The NF Hero Family Fun Day will involve the CTF welcoming people into our heritage listed head office Ardill House. Activity	\$4440.00	\$1000.00	22%	N/A	<ul style="list-style-type: none"> • Local NFP Program • Community Awareness • Social and community connection • Children and Families
House to Grow Limited	World Canada Bay Resilience Project	Create an online educational program to develop resilient strategies for coping with loss and life changes. Activity	\$5000.00	\$2000.00	40%	N/A	<ul style="list-style-type: none"> • Social and community connection • Reduces isolation
VASA St Ambrose Catholic Church	Out of Home excursions for Housebound Residents	Volunteers from VASA provide Out of Home Excursions for Housebound Residents to their local Community. Activity	\$1000.00	\$500.00	50%	N/A	<ul style="list-style-type: none"> • Council currently subsidises VASA activity f/nightly approx. \$5000 p/yr. • Support program for VASA church patrons for Concord
Applications 26		Total	\$92 650.00	\$46 800.00			

Community Grants Table of Recommendations 2022/23

Low Priority - No funding							
Ryde Hunters Hill & Canada Bay Life Education	Recovery Covid-19 Lockdown	Ryde hunters Hill & Canada bay Life Education has been providing our Life Education Healthy Lifestyle, Drug education, Cyber Awareness and Bullying programmes to pre-school and primary school children in the Canada Bay area.	\$5000.00	\$0	0%	N/A	<ul style="list-style-type: none"> School based education program Health Education
St Mary's Catholic Primary School Concord	Prayer Garden	Create a garden space in our school used for reflection, prayer, and wellbeing. Students will have a calm space to visit. To create this space, we will be adding seating, images of Mary our Patron Saint, paving, grass, plants, and flowers.	\$4500.00	\$0	0%	N/A	<ul style="list-style-type: none"> Religious ceremony space (Outside of grant guidelines) Private school Infrastructure
West's Tigers Rugby League Football	Train Like a Tiger	This project will include a variety of modified rugby league skill-based activities delivered at the newly developed Concord Oval to provide opportunities for people living with an intellectual or physical disability, appreciate, and celebrate each other's abilities, engage in physical activity, and build confidence	\$5000.00	\$0	0%	N/A	<ul style="list-style-type: none"> Ineligible, business ABN Club did not demonstrate an attempt to gain funding from other sources or the ability to contribute towards the cost.
St Patricks Parish Mortlake	Community Garden update, replanting, and continued maintenance.	We would like some funding to help us provide garden materials, seeds, and plantings for the community garden that between St. Patrick's Primary	\$1000.00	\$0	0%	N/A	<ul style="list-style-type: none"> 2nd Application in funding stream, grant guidelines stipulate 1 application per community group.

Community Grants Table of Recommendations 2022/23

		School and St. Patrick's Parish Church (Adams Lane).					
Applications 4			\$15 500.00	\$0			

Community Grant Applications Received Total

Total Applications Received: 49 Community Organisations **Total Funding Requested: \$128,103.00**

Community Grant Recommendations Total

- Total available annual budget: \$67,000
- Total funding recommended: \$66,753.00
- Total number of community organisations recommended for **full funding** (High Priority):
- Total funding recommended: \$19,953.00
- Total number of community organisations recommended for **partial funding** (Medium Priority):
- Total funding recommended: \$46,800.00
- Total number of community organisations recommended for **no funding** (Low Priority):
- Total funding recommended: \$0

Community Grant Streams Recommended for Funding

- Youth Programs: 7
- Seniors Programs: 12
- Disability Programs: 9
- Sports Programs: 2
- Children's Programs: 7
- Multicultural Programs: 2
- General Community Programs: 5

Community Grants Table of Recommendations 2022/23

ITEM 10.2 CITY OF CANADA BAY LOCAL TRAFFIC COMMITTEE MINUTES - 26 MAY 2022**Reporting Manager** Coordinator Traffic and Transport**Attachments:** 1. **City of Canada Bay Local Traffic Committee Minutes - 26 May 2022****RECOMMENDATION OF DIRECTOR CITY SERVICES AND ASSETS**

That the minutes and recommendations of the City of Canada Bay Traffic Committee Meeting held 26 May 2022, attached to the report, be adopted.

PURPOSE

To report the City of Canada Bay Local Traffic Committee minutes of 26 May 2022 to Council.

REPORT

This report contains the minutes for the City of Canada Bay Local Traffic Committee meeting held on 26 May 2022 for Council's adoption.

STRATEGIC CONNECTION

This report supports YOUR future 2030 Outcome area:

EGA 3.3.1 Deliver Traffic and Parking infrastructure that supports the use of active and public transport and safe use of roads

FINANCIAL CONSIDERATIONS

There are no financial considerations associated with this report.

LEGISLATIVE AND POLICY CONSIDERATIONS

The City of Canada Bay Local Traffic Committee meetings are held in line with Transport for NSW guidelines.



TRAFFIC COMMITTEE

26 May 2022

(VIA EMAIL)

MINUTES

Committee Members:

Cr Michael Megna	Chair
Sergeant S Tohme	NSW Police
Kathryn Hawkins	Transport for NSW
Mr J Sidoti	Local Member of Parliament

Advisory Members:

Mr B MacGillicuddy	CCB Council
Ms M Carpenter	CCB Council
Mr L Huang	CCB Council
Mr S Lindsay	CCB Council
Mr S Pandey	CCB Council
Mr P Whitney	State Transit Authority, Sydney Buses
TBA	Access Committee
Mr G Ashton	Bay Bug – Canada Bay Bicycle Users Group

Minute Taker: Mr B MacGillicuddy CCB Council

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Traffic Committee Meeting 26 May 2022

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APOLOGIES

Nil

DECLARATIONS OF PECUNIARY INTEREST

Nil

CONFIRMATION OF MINUTES

Traffic Committee Meeting – 28 April 2022

COMMITTEE RECOMMENDATION

THAT the minutes of the Traffic Committee Meeting of 28 April 2022 be confirmed.

ITEM 1 ST ALBANS STREET, ABBOTSFORD - PROPOSED NO PARKING ZONE

Council has received correspondence regarding the existing parking restrictions on St Albans Street, Abbotsford, particularly around waste vehicle pick-up at 60-66 St Albans Street.

At present, there is unrestricted parking on St Albans Street between Gow Street and Charlton Street. Investigations during waste collection periods found parking was in high demand in the immediate proximity to the driveway at 60-66 St Albans Street. This high parking demand restricts the safe and efficient collection of waste from 60-66 St Albans Street, which has a large number of bins which need to be emptied.

Noting this, community consultation was undertaking proposing the installation of a 'No Parking 6am-12:30pm Tuesdays, Waste Collection Vehicles Excepted'. This restriction is similar to other zones which are successfully operating elsewhere in the Council area.

Council received two pieces of correspondence in response to the changes. Both residents request a later starting time for the restrictions to allow for overnight parking of vehicles.

Noting this, following engagement with waste contractors, it is proposed to install a 'No Parking 7am-12:30pm Tuesdays, Waste Collection Vehicles Excepted' zone as per the attached plan. This will prevent vehicles parking in this location during this period, allowing safe and efficient waste collection to occur. Vehicles will still be able to park in this area at all other times/days.

STAFF RECOMMENDATION

THAT a 'No Parking 7am-12:30pm Tuesdays, Waste Collection Vehicles Excepted' zone be installed on the eastern side of St Albans Street, adjacent 60-66 St Albans Street, Abbotsford.

DISCUSSION

Item is in order.

COMMITTEE RECOMMENDATION

THAT a 'No Parking 7am-12:30pm Tuesdays, Waste Collection Vehicles Excepted' zone be installed on the eastern side of St Albans Street, adjacent 60-66 St Albans Street, Abbotsford.

**ITEM 2 BARNSTAPLE ROAD, FIVE DOCK – ANGLED PARKING
EXPANSION AND RECONFIGURATION**

At the Traffic Committee meeting on 31 March 2022, a report was considered on the proposed expansion and reconfiguration of angled parking in Barnstaple Road, Five Dock. The Committee recommended:

THAT the existing angled parking in Barnstaple Road adjoining Five Dock Park be expanded and reconfigured as detailed in the attached plan subject to successful community consultation.

This recommendation was considered at the Council meeting on 19 April 2022. The public consultation period (which was happening in parallel to the formal approval process) had closed at the time of Council meeting, however, the Community Consultation Report was not yet available for the Councillors consideration. One resident, a member of BayBUG and Walk Sydney, spoke at the Council meeting and raised concerns with the proposal.

In consideration of these and other factors, Council ultimately resolved:

1. *THAT the Traffic Committee be requested to reconsider Item 2 - Barnstaple Road, Five Dock – Angled Parking Expansion and Configuration within the City of Canada Bay Local Traffic Committee meeting minutes of 31 March 2022 following:*
 - i. *public consultation*
 - ii. *a Councillor workshop with relevant technical staff in attendance for discussion prior to the matter being resubmitted to the Traffic Committee.*
2. *THAT following the completion of the items in part (1) above, a further report be prepared for submission to the Canada Bay Local Traffic Committee.*

Community Consultation Report

Consultation with the community on the proposed angled parking expansion and reconfiguration was combined with works proposed as part of the East-West Regional Cycleway, which is a separate project.

A Community Consultation Report has been prepared and attached with this report. It outlines feedback that has been received and how it has been considered by Council staff.

Regional Cycleway

The Regional Cycleway project includes a right turn bay for cyclists in Barnstaple Road and a shared path through Five Dock Park. The concept plans for these and other works as part of the Regional Cycleway were supported by the Traffic Committee at its meeting on 19 November 2020 and at the subsequent Council meeting on 1 December 2020.

As a result of previous community feedback and subsequent detailed investigations, there are some minor proposed changes to the alignment of the shared path through Five Dock Park. This was the subject of the recent combined consultation but does not require formal consideration by the Traffic Committee.

As part of the recent consultation, feedback was not directly sought on the right turn bay for cyclists. It was included on the plans for completeness and remains consistent with those previously consulted on and supported by the Traffic Committee and Council.

Notwithstanding this, during the recent community consultation, new concerns were raised by the community. These concerns and how they have been considered is detailed in the Community Consultation Report. It does however not result in any change to the proposal previously supported by the Traffic Committee.

Angled Parking Expansion and Reconfiguration

As outlined in the Community Consultation Report, a variety of feedback was received in relation to the proposed expansion and reconfiguration of angled parking in Barnstaple Road.

As outlined in the previous report to the Traffic Committee meeting on 31 March 2022, several existing angled parking spaces along Barnstaple Road do not meet current standards due to the location of trees and utility infrastructure. To address this issue, it will require the removal of four car parking spaces.

Four parking spaces are also to be removed as to facilitate the construction of the right turn bay for cyclists, as part of the previously approved plans for the Regional Cycleway.

The expansion of the angled parking area will offset these parking removals and only modestly increase the net parking available.

Councillor Workshop

A Councillor workshop was held on 3 May 2022 with relevant technical staff in attendance for discussion. A variety of ideas were put forward by Councillors regarding potential additional works around Five Dock Park.

Plan Amendments

Following community consultation and the Councillor Workshop, there are no changes proposed to the angled parking arrangement which was previously considered by the Traffic Committee.

The construction plans will however now include a new footpath along the south side of Barnstaple Road between Betts Avenue and Ingham Avenue. This inclusion will mean that the proposal would now result in a continuous footpath along the south side of Barnstaple Road from Park Road through to Ingham Avenue.

Further Investigations

A few matters were identified by the community and Councillors which require further investigation to better understand a variety of factors including feasibility, construction costs, heritage impacts, etc. The matters for further investigation include how parking is managed around Five Dock Park, pedestrian connectivity to the park and the number of disabled parking spaces required around the park.

STAFF RECOMMENDATION

THAT the existing angled parking in Barnstaple Road adjoining Five Dock Park be expanded and reconfigured as detailed in the attached plan.

DISCUSSION**TfNSW**

The TfNSW representative noted that the proposal appears to meet relevant technical aspects and issues have been clearly addressed in the community consultation document.

NSW Police

The NSW Police representative noted that there have been some conflicting community views regarding the improvements to Five Dock Park and in particular Barnstaple Road. The Police supported the recommendations of the Council staff regarding the matter.

BayBUG representative:

The BayBUG representative queried which standards were being referred to in the report and the associated dimensions of the proposal, in particular the size of the buffer between the angled parking and the vehicle travel lane. They noted factors that will influence the impact of kerb side vehicle parking on cyclist safety include: frequency of parking movements, numbers of cyclists, cyclist speed, motorist speed

(while manoeuvring and while passing), likely cyclist position on road, distance from parked vehicle to likely cyclist position on road, amount by which vehicle manoeuvring will encroach on a cyclist's likely road position, whether the parking will be accessed from only the adjacent traffic lane or from the opposite one as well, how close the angle of parking is to parallel, the width of the parking spaces and whether the parking is front or rear to kerb.

The Austroads Guide to Road Design Part 3:2016 was quoted by the BayBUG as saying that "all forms of angle kerbside parking present a greater hazard to road users than parallel parking." Information on the volume of vehicles and cyclists on Barnstaple Road was requested by the BayBUG representative. Noting that BayBUG believes that, based on a count that it made in March 2020 and on Strava heat map and trip data, that Barnstaple Road is one of the more heavily used roads by cyclist in the Council area.

BayBUG also posed that as the land where the angled parking is to be constructed slopes downwards, towards the road, it may sufficiently deflect head light glare if vehicles were to be allowed to park 'Rear to Kerb'. Other potential advantages of 'Rear to Kerb' parking or alternate angles such as 45 degrees were also queried. Potential advantages of alternate locations for the bicycle, motorcycle and disabled parking were also raised.

The BayBUG representative noted that in relation to the Bowling Club, during the associated Development Application process consideration had been given to providing additional parking within the site and queried what concerns were raised which meant that option did not progress, and any other consideration to creating a carpark within the park as opposed to the proposed angled parking. The need for additional angled parking was also queried by BayBUG, suggesting that numerous spots around Five Dock Park are being occupied by boats and trailers which could be freed up for visitors to the park.

Council staff:

Council staff noted the parking is designed primarily with reference to AS2890.5:2020, which is the Australian Standard for On-street Parking. Other relevant guidelines/standards were also reviewed by Council staff, including Austroads. Working north to south across the road, the proposal features a 2m wide parallel parking lane, a 3.4m wide travel lane, a 3.5m wide travel lane, a 2.3m buffer and 4.8m long angled parking space. This means partial overhang of the footpath area which has been considered in the design.

A concrete layback will be constructed within the buffer zone, with the lip of the gutter directly adjoining the edge of the travel lane. This concrete layback will assist in clearly delineating the two areas and should discourage cyclists from riding in the buffer area. The use of a concrete layback assists in negating the level difference between the road and existing sloped naturestrip.

Configuring the angled parking at 90 degrees maximises the number of parking spaces which can be accommodated within a given length. 90 degree angled parking

for example would typically accommodate over 40% more vehicles than 45 degree angled parking. A 90 degree angle also means that the parking can, as per AS2890.5:2020, be appropriately accessed by both eastbound and westbound vehicles on Barnstaple Road, thereby minimising traffic circulation.

There are well established advantages and disadvantages of both 'Front to Kerb' and 'Rear to Kerb' parking, with headlight glare being a key determining factor in this case. The proposed angled parking will be at a slope ranging from approximately 1% to 5%. The 5% being the desirable maximum slope for standard parking spaces and 2.5% for disabled in accordance with relevant standards. Noting this, in an alternate 'Rear to Kerb' situation headlights would shine into residential properties on the opposite side of the road.

The bicycle and motorcycle parking is located in areas where the existing angle parking bay lengths do not meet current standards for general vehicle parking due to existing trees and utilities. As such they allow utilisation of areas that would otherwise be wasted, however there is limited flexibility in their configuration.

The subject section of Barnstaple Road carries approximately 2000 vehicles per day. Whilst exact volumes have not been recorded by Council staff, it was noted that the road is well utilised by cyclists who ride in a mixed arrangement with general traffic. This mixed arrangement would continue to apply following the construction of the additional angled parking.

It is noted that there has been angled parking in the subject location for many years which allows consideration of how it has been operating to date. In the most recently available 5 year period, being 2015 to mid-2021, there have been no recorded serious crashes near the existing angled parking. Notwithstanding this, the current proposal includes upgrading these existing spaces with respect to current standards.

Consideration of additional angled parking and how it could be best accommodated whilst minimising the impact on the park was identified through the Plan of Management for Five Dock Park.

Council staff also noted that they were not involved in the Development Application consideration of the merits of constructing significant additional parking within the Bowling Club site, with the application in any case having already been approved. It has since been confirmed that the Council tender document for the site stipulated no loss of the two bowling greens within the site for parking.

The general merits of the proposal are not a matter for consideration by the Traffic Committee. The Committee is primarily a technical review committee as set out in TfNSW guidelines. The Committee should consider the technical merits of the proposal and ensure that the proposal meets current technical guidelines.

In addition to the proposed angled parking, measures to better manage parking around Five Dock Park are being investigated by Council staff. This is a parallel process and does not remove the need for the additional angle carparking. Careful consideration is required to ensure boat and trailer parking is not simply transferred to even less desirable locations in the surrounding area, where direct impacts to adjacent residents would be a matter of concern.

COMMITTEE RECOMMENDATION

THAT the existing angled parking in Barnstaple Road adjoining Five Dock Park be expanded and reconfigured as detailed in the attached plan.

ITEM 3 RAWSON AVENUE, DRUMMOYNE - DRUMMOYNE SCHOOL FETE

Council has received a request from Drummoyne Public School for temporary road closures on Sunday 28 August 2022, between 6:30am and 4pm, for the purpose of their annual school fete.

The proposed traffic management measures are consistent with those successfully implemented in previous years and involve the closure of Rawson Avenue between Thompson Street and South Street, along with restricting to resident access only in adjoining streets as detailed in the attached plan.

STAFF RECOMMENDATION

THAT the proposed road closures to facilitate the Drummoyne Public School Fete on the 28 August 2022 be approved subject to the following:

1. The roadway be closed in accordance with the submitted Traffic Guidance Scheme and must be installed in accordance with the TfNSW Guidelines for Traffic Control at Work Sites and the relevant Australian Standards.
2. The school is to contact Local Police, Fire Brigade and Ambulance Services to inform them of the proposed closure shortly before it is implemented and provide them with the Traffic Control Plan.
3. Surrounding residents and businesses be notified by the applicant.

DISCUSSION

The TfNSW representative requested confirmation on what Class event this will be as per their Guide to Traffic and Transport Management for Special Events. They noted it would likely be Class 2, where the TMP requires concurrence from TfNSW.

Council staff confirmed that to be conservative, it is considered a Class 2 event. The recommendation has been updated to reflect that the event is subject to TfNSW concurrence of the TMP.

COMMITTEE RECOMMENDATION

THAT the proposed road closures to facilitate the Drummoyne Public School Fete on the 28 August 2022 be approved subject to the following:

1. Concurrence of the TMP from TfNSW.
2. The roadway be closed in accordance with the submitted Traffic Guidance Scheme and must be installed in accordance with the TfNSW Guidelines for Traffic Control at Work Sites and the relevant Australian Standards.
3. The school is to contact Local Police, Fire Brigade and Ambulance Services to inform them of the proposed closure shortly before it is implemented and provide them with the Traffic Control Plan.
4. Surrounding residents and businesses be notified by the applicant.

ITEM 4 MAJORS BAY ROAD, CONCORD – WORKS ZONE

Council has received an application for a Construction Works Zone on the frontage of 195 Majors Bay Road, Concord. This zone is to be used to facilitate demolition and construction of a double storey single dwelling.

The proposed 'Works Zone' is 15m long, operating '7am-5pm, Mon-Sat' with an initial operating period of 3 months requested to commence as soon as possible.

STAFF RECOMMENDATION

THAT the installation of the 'Works Zone 7am-5pm Mon-Sat' on the frontage of 195 Majors Bay Road, Concord be approved.

DISCUSSION

Item is in order.

COMMITTEE RECOMMENDATION

THAT the installation of the 'Works Zone 7am-5pm Mon-Sat' on the frontage of 195 Majors Bay Road, Concord be approved.

ITEM 5 MEDORA STREET CABARITA – WORKS ZONE

Council has received an application for a Construction Works Zone in Medora Street along the frontages of 9-13 Medora Street, Cabarita. This zone is to be used to facilitate demolition and construction of a two-storey dual occupancy dwelling at 13 Medora Street.

It is noted that the proposed 'Works Zone' extends beyond the subject site into the frontage of 9 and 11 Medora Street. The applicant has obtained written advice from the relevant owners confirming that they have no objection to the proposed 'Works Zone'

The proposed 'Works Zone' is 32m long, operating '7am-5pm Mon-Sat' with an initial operating period of 3 months requested to commence as soon as possible.

STAFF RECOMMENDATION

THAT the installation of the 'Works Zone 7am-5pm Mon-Sat' on the frontage of 9-13 Medora Street, Cabarita be approved.

DISCUSSION

Item is in order.

COMMITTEE RECOMMENDATION

THAT the installation of the 'Works Zone 7am-5pm Mon-Sat' on the frontage of 9-13 Medora Street, Cabarita be approved.

ITEM 6 LEA AVENUE, RUSSELL LEA – WORKS ZONE

Council has received an application for a Construction Works Zone in Lea Avenue along the frontage of 1 Lea Avenue, Russell Lea. This zone is to be used to facilitate demolition and construction of a two-storey dual occupancy dwelling.

Due to site constraints, it is noted that the proposed 'Works Zone' extends beyond the subject site into the frontage of 3 Lea Avenue. The applicant has obtained

written advice from the relevant owner confirming that they have no objection to the proposed 'Works Zone'.

The proposed 'Works Zone' is 11m long, operating '7am-5pm Mon-Sat' with an initial operating period of 3 months requested to commence as soon as possible.

STAFF RECOMMENDATION

THAT the installation of the 'Works Zone 7am-5pm Mon-Sat' on the frontage of 1 – 3 Lea Avenue, Russell Lea be approved.

DISCUSSION

Item is in order.

COMMITTEE RECOMMENDATION

THAT the installation of the 'Works Zone 7am-5pm Mon-Sat' on the frontage of 1 – 3 Lea Avenue, Russell Lea be approved.

ITEM 7 TRANSPORT NSW ADMINISTERED PROJECTS UPDATE – GENERAL BUSINESS

Council receives funding through various safety and accessibility programs that are administered by Transport for NSW (TfNSW). They have requested that an update on these projects be included in the Traffic Committee agenda.

The below table summarises the various projects and their current status. Whilst there have been some delays, all projects are on track for completion by the end of the Financial Year.

Project Description	2021-22 Funding Offered (\$)	Type of Funding	Status / Upcoming activities / Comments
McCulloch Street, Russell Lea - Install kerb extension and pram ramps on McCulloch Street on north side of intersection with Whittall Street	\$30,000	100% Federal	Construction works are complete

Rawson Avenue, Drummoyne - Raise existing pedestrian crossing	\$80,000	100% Federal	Major civil works are complete with minor works remaining. This includes lighting upgrades that are being separately funded by Council.
Tranmere Street, Drummoyne - Raise existing pedestrian crossing	\$80,000	100% Federal	Detailed designs are complete including inter-related project for flood lighting upgrade and tree removal. A contractor is currently in the process of being engaged to undertake the works.
Thompson Street, Drummoyne - Reconstruct island on south side of roundabout and construct kerb extension and pram ramps to provide a pedestrian refuge	\$75,000	100% Federal	Construction works are complete
Stanley Street, Concord - Raise existing pedestrian crossing	\$80,000	100% Federal	The original design to raise the existing pedestrian crossing was no longer feasible due to issues raised by Ausgrid. As an alternative, new speed cushions will be constructed on either side of the existing pedestrian crossing and the crossing will remain at grade. The revised scope has been approved by TfNSW and through the Traffic Committee/Council process. A contractor has been engaged and construction is expected to commence shortly.
First Avenue, Five Dock - Reconstruct splitter islands at roundabout to meet refuge standards, realign existing pram ramps and construct new pram ramps on east and west sides of roundabout where not currently provided	\$90,000	100% Federal	Construction is complete
Ingham Avenue, Five Dock - Construct footpath on west side of Ingham Avenue	\$40,000	100% Federal	Construction is complete

between First Avenue and Fairlight Street			
Burwood Road & Crane Street, Concord Construction of new pram ramps on all sides of the intersection	\$344,923	100% State	Construction works are generally complete, subject to final inspections by TfNSW and Council and any associated rectification works.

11 CORPORATE SERVICES AND STRATEGY DIRECTORATE REPORTS**ITEM 11.1 ELECTION TO FILL CASUAL VACANCY ON LGNSW BOARD -
NOMINATION OF VOTING DELEGATES****Reporting Manager** Director Corporate Services and Strategy**Attachments:** Nil

RECOMMENDATION OF DIRECTOR CORPORATE SERVICES AND STRATEGY

That five Councillors be nominated as the voting delegates for the election to fill a casual vacancy on the LGNSW Board for the Office of Director (Metropolitan/Urban council).

PURPOSE

To determine Council's delegates to vote in the election to fill a casual vacancy on the LGNSW Board for the Office of Director (Metropolitan/Urban council).

REPORT

A casual vacancy has occurred on the LGNSW Board for the Office of Director (Metropolitan/Urban council) which is required to be filled by secret postal ballot. The postal ballot opens on 28 July 2022 and closes at 10am on 25 August 2022. Council's voting entitlement is five Councillors, and details of nominated voting delegates must be provided to LGNSW by 7 July 2022.

STRATEGIC CONNECTION

This report supports YOUR future 2030 Outcome area:

VSA 5.1.1 The Council governs efficiently and effectively on behalf of the Community.

FINANCIAL CONSIDERATIONS

There are no financial considerations associated with this report.

LEGISLATIVE AND POLICY CONSIDERATIONS

Through its membership of LGNSW Council has voting entitlements for elections relating to that organisation for which Council is eligible.

TIMING

LGNSW to be advised of voting delegates no later than 7 July 2022.

ITEM 11.2 LOCAL GOVERNMENT REMUNERATION TRIBUNAL DETERMINATION 2022/23 AND ANNUAL FEE FOR MAYOR AND COUNCILLORS**Reporting Manager** Manager Governance and Customer Services**Attachments:** Nil

RECOMMENDATION OF DIRECTOR CORPORATE SERVICES AND STRATEGY

That, pursuant to section 248 of the Local Government Act 1993, the annual fee for the Mayor and Councillors, payable monthly in arrears, for the period 1 July 2022 to 30 June 2023 be fixed as follows:

- (a) Councillors at \$21,100 per annum
 - (b) Mayor at \$46,010 per annum.
-

PURPOSE

To determine the fees to be paid to the Mayor and Councillors for the 2022/23 financial year.

EXECUTIVE SUMMARY

The Local Government Remuneration Tribunal released its Annual Report and Determinations in April 2022 and has prescribed an allowable increase of 2% in fees for councillors and mayors for the 2022/23 financial year for all categories of NSW councils.

Should the 2% increase be applied to the 2021/22 fees paid to the City of Canada Bay Council Mayor and Councillors, the fee payable will be \$21,100 per annum for Councillors and \$46,010 per annum for the Mayor.

STRATEGIC CONNECTION

This report supports YOUR future 2030 Outcome area:

VSA 5.1.1 The Council governs efficiently and effectively on behalf of the Community.

BACKGROUND/DISCUSSION

The Local Government Remuneration Tribunal (the Tribunal) released its report and determination on 20 April 2022 under sections 239 and 241 of the Local Government Act, 1993 (LGA). The Tribunal is required to report to the Minister for Local Government by 1 May each year as to its determination of categories of councils and the maximum and minimum amounts of fees to be paid to mayors, councillors, and chairpersons and members of county councils.

In determining the maximum and minimum fees payable to each of the categories, the Tribunal is required, pursuant to section 242A of the LGA, to give effect to the same policies on increases in remuneration as those that the Industrial Relations Commission is required to give effect to under section 146C of the Industrial Relations Act 1996, when making or varying awards or orders relating to the conditions of employment of public sector employees. The current policy is that public sector wages cannot increase by more than 2.5 per cent, and this includes the maximum and minimum fees payable to councillors and mayors.

A range for fees in each category is stipulated each year by the Tribunal. Traditionally, the City of Canada Bay has adopted the maximum fee for both the office of councillor and mayor to reflect the duties of these offices.

The Tribunal received 18 submissions which included 9 requests for re-categorisation. The Tribunal noted the requirement of section 239 of the LGA that it must determine categories for councils and

mayoral offices at least once every 3 years. It noted that the Tribunal had conducted an extensive review in 2020 and decided that the categories would next be considered in 2023.

In regard to fees, the Tribunal determined a 2% per annum increase in the minimum and maximum fees applicable to each category. The City of Canada Bay Council remains in the category of a 'Metropolitan Small' council.

The fee range for the 2022/23 financial year determined by the Tribunal for 'Metropolitan Small' councils, which includes the City of Canada Bay Council, is:

- Councillors \$9,560 to \$21,100 per annum
- Mayor \$20,370 to \$46,010 per annum.

In accordance with section 248 of the Local Government Act 1993 Council is required to pay each Councillor an annual fee with the fee set by resolution within the range determined by the Tribunal.

TIMING

The fees proposed by the Local Government Remuneration Tribunal are effective from 1 July 2022 to 30 June 2023 and the fee adopted by Council will apply to the same period.

FINANCIAL CONSIDERATIONS

The total for fees at the maximum of the range (which includes the 2% increase to the 2021/22 maximum fee amount adopted by Council) is \$235,910 for 2022/23. This is an increase of \$4,600 from the 2021/22 year. Provision for this amount has been included in the draft budget allocation for 2022/23.

LEGISLATIVE AND POLICY CONSIDERATIONS

In accordance with section 248 of the Local Government Act 1993 Council is required to pay each Councillor an annual fee with the fee set by resolution within the range determined by the Tribunal.

ITEM 11.3 NATIONAL GENERAL ASSEMBLY OF LOCAL GOVERNMENT 2022 - DELEGATES**Reporting Manager** Director Corporate Services and Strategy**Attachments:** Nil

RECOMMENDATION OF DIRECTOR CORPORATE SERVICES AND STRATEGY

That Council nominate Councillor Di Pasqua (Deputy Mayor), as a substitute for Councillor Tsirekas (Mayor), to attend the National General Assembly of Local Government with Councillor Megna and the General Manager in Canberra (19-22 June 2022).

PURPOSE

To review the Council delegates registered to attend the National General Assembly of Local Government in June 2022.

REPORT

At its meeting on 15 March 2022 Council resolved that Cr Tsirekas and Cr Megna be Council's delegates to attend the National General Assembly of Local Government with the General Manager in Canberra (19-22 June 2022).

It is noted that the Mayor, Cr Tsirekas, has sought leave of absence up to 20 June 2022. On the assumption that Council grants this leave of absence, Cr Tsirekas will not be attending the event. Therefore, Council may wish to nominate another Councillor to attend and it is recommended that in the circumstances, this be the Deputy Mayor, Cr Di Pasqua.

STRATEGIC CONNECTION

This report supports YOUR future 2030 Outcome area:

VSA 5.1.1 The Council governs efficiently and effectively on behalf of the Community.

FINANCIAL CONSIDERATIONS

Registration, accommodation and transport costs for Councillor attendance at the National General Assembly can be funded from the Councillor – Conferences budget.

LEGISLATIVE AND POLICY CONSIDERATIONS

There are no Legislative Implications Associated with this report. Information included in the report is in consideration of Council's Policy for the Payment of Expenses and Provision of Facilities to Councillors.

ITEM 11.4 CASH AND INVESTMENTS REPORT FOR MAY 2022
Reporting Manager Management Accountant (Investments)
Attachments: 1. Investment Report May 2022 [↓](#)
RECOMMENDATION OF DIRECTOR CORPORATE SERVICES AND STRATEGY

That the Cash and Investments Report for May 2022 attached to the report be received and noted.

PURPOSE

To present Council's Investment portfolio performance for May 2022.

EXECUTIVE SUMMARY

Council's investments are reported monthly to Council in accordance with the Local Government Act 1993, the Local Government (General) Regulation 2021 and Council's Investment Policy.

STRATEGIC CONNECTION

This report supports YOUR future 2030 Outcome area:

VSA 5.2.3 Ensure Council's long-term financial sustainability by providing effective Financial Management.

BACKGROUND/DISCUSSION

This report incorporates the end of May Cash and Investments Report for Council's consideration.

Certification - Responsible Accounting Officer.

Evan Hutchings as the Responsible Accounting Officer have certified that the investments listed in the attached report have been made in accordance with Section 625 of the Local Government Act 1993, clause 212 of the Local Government General Regulation 2005 and Council's Investment Policy.

Summary position as at end May 2022

The Cash at Bank and Cash Investments are summarised below:

Month	Cash At Bank	Cash Investments	Total Cash
MAY 2022	\$3,523,366.79	\$ 158,066,307.29	\$ 161,589,674.08

The detailed Schedule of Investments held as of 31st May 2022 are also provided as follows:

STATEMENT OF CASH INVESTMENTS							
Maturity Date	Bank/Issuer	Long Term Rating	Fair Value	Term	Interest	Issue Date	Investment Type
03/06/22	National Australia Bank	AA-	\$3,000,000.00	365	0.35%	03/06/21	Term Deposits
09/06/22	Members Equity Bank	BBB+	\$2,000,000.00	280	0.45%	02/09/21	Term Deposits
17/06/22	Commonwealth Bank of Australia	AA-	\$3,500,000.00	288	0.36%	02/09/21	Term Deposits
24/06/22	Commonwealth Bank of Australia	AA-	\$3,000,000.00	364	0.43%	25/06/21	Term Deposits
30/06/22	National Australia Bank	AA-	\$2,500,000.00	303	0.31%	31/08/21	Term Deposits
07/07/22	Members Equity Bank	BBB+	\$2,000,000.00	367	0.50%	05/07/21	Term Deposits
07/07/22	Commonwealth Bank of Australia	AA-	\$4,000,000.00	62	0.90%	06/05/22	Term Deposits
08/07/22	Commonwealth Bank of Australia	AA-	\$1,500,000.00	308	0.36%	03/09/21	Term Deposits
21/07/22	Bank of Queensland	BBB+	\$1,500,000.00	237	0.65%	26/11/21	Term Deposits
29/07/22	Bendigo and Adelaide Bank	BBB+	\$2,000,000.00	364	1.90%	30/07/21	Term Deposits
05/08/22	National Australia Bank	AA-	\$3,000,000.00	365	0.35%	05/08/21	Term Deposits
12/08/22	National Australia Bank	AA-	\$3,500,000.00	364	0.35%	13/08/21	Term Deposits
08/09/22	Commonwealth Bank of Australia	AA-	\$3,000,000.00	125	1.78%	06/05/22	Term Deposits
09/09/22	Commonwealth Bank of Australia	AA-	\$3,000,000.00	364	0.39%	10/09/21	Term Deposits
13/09/22	Commonwealth Bank of Australia	AA-	\$2,000,000.00	123	1.77%	13/05/22	Term Deposits
15/09/22	Bank of Queensland	BBB+	\$2,000,000.00	363	0.95%	17/09/21	Term Deposits
30/09/22	MyState Ltd	BBB+	\$2,000,000.00	364	0.45%	01/10/21	Term Deposits
03/10/22	Westpac Bank	AA-	\$3,000,000.00	367	0.80%	01/10/21	Term Deposits
10/10/22	AMP Bank	BBB	\$2,000,000.00	367	0.80%	08/10/21	Term Deposits
11/10/22	National Australia Bank	AA-	\$3,000,000.00	180	1.20%	14/04/22	Term Deposits
14/10/22	National Australia Bank	AA-	\$2,000,000.00	371	0.39%	08/10/21	Term Deposits
20/10/22	Westpac Bank	AA-	\$1,500,000.00	367	0.47%	18/10/21	ESG TD
08/11/22	National Australia Bank	AA-	\$2,000,000.00	270	0.70%	11/02/22	Term Deposits
10/11/22	Bank of Queensland	BBB+	\$3,000,000.00	210	1.50%	14/04/22	Term Deposits
18/11/22	Westpac Bank	AA-	\$2,000,000.00	364	0.54%	19/11/21	ESG TD
02/12/22	Westpac Bank	AA-	\$2,000,000.00	364	0.58%	03/12/21	ESG TD
08/12/22	Commonwealth Bank of Australia	AA-	\$3,000,000.00	216	2.43%	06/05/22	Term Deposits
05/01/23	Commonwealth Bank of Australia	AA-	\$3,000,000.00	244	2.62%	06/05/22	Term Deposits
16/03/23	Macquarie Bank	A+	\$2,000,000.00	365	1.20%	16/03/22	Term Deposits
13/04/23	Westpac Bank	AA-	\$3,000,000.00	364	1.89%	14/04/22	Term Deposits
02/05/23	AMP Bank	BBB	\$2,000,000.00	545	1.00%	03/11/21	Term Deposits
04/05/23	MyState Ltd	BBB+	\$2,000,000.00	365	2.93%	04/05/22	Term Deposits
04/05/23	Commonwealth Bank of Australia	AA-	\$2,000,000.00	363	3.18%	06/05/22	Term Deposits
23/06/23	National Australia Bank	AA-	\$3,000,000.00	730	0.60%	23/06/21	Term Deposits
17/07/23	Commonwealth Bank of Australia	AA-	\$3,000,000.00	562	0.60%	01/01/22	Term Deposits
28/07/23	National Australia Bank	AA-	\$3,000,000.00	729	0.65%	29/07/21	Term Deposits
03/08/23	National Australia Bank	AA-	\$2,000,000.00	734	0.65%	30/07/21	Term Deposits
30/10/23	Westpac Bank	AA-	\$1,000,000.00	732	1.11%	28/10/21	ESG TD
19/02/24	Westpac Bank	AA-	\$1,000,000.00	642	1.08%	18/05/22	ESG TD
04/03/24	Westpac Bank	AA-	\$2,000,000.00	731	1.68%	04/03/22	ESG TD
14/11/24	Westpac Bank	AA-	\$1,500,000.00	917	1.62%	12/05/22	ESG TD
02/12/24	Westpac Bank	AA-	\$1,500,000.00	1005	1.62%	03/03/22	ESG TD
17/02/25	Westpac Bank	AA-	\$2,000,000.00	1006	2.02%	18/05/22	ESG TD
24/02/25	Westpac Bank	AA-	\$2,500,000.00	1006	2.10%	25/05/22	ESG TD
20/11/25	Westpac Bank	AA-	\$1,500,000.00	1281	1.87%	19/05/22	ESG TD
16/02/26	National Australia Bank	AA-	\$2,000,000.00	1461	1.04%	16/02/22	Term Deposits
17/02/26	Westpac Bank	AA-	\$2,500,000.00	1371	2.24%	18/05/22	ESG TD
24/02/26	Westpac Bank	AA-	\$2,000,000.00	1371	2.31%	25/05/22	ESG TD
03/03/26	Westpac Bank	AA-	\$2,000,000.00	1460	2.22%	04/03/22	ESG TD
16/08/22	Suncorp Metway	A+	\$2,500,000.00	1390	1.97%	26/10/18	Floating Rate Notes
28/10/22	Teachers Mutual Bank	BBB	\$1,000,000.00	1096	1.61%	28/10/19	ESG FRN
03/02/23	Bank of Queensland	BBB+	\$2,000,000.00	1635	1.76%	13/08/18	Floating Rate Notes
06/02/23	Newcastle Permanent Building Society	BBB	\$2,000,000.00	1707	2.31%	05/06/18	Floating Rate Notes
24/02/23	RACQ Bank	BBB+	\$1,500,000.00	1096	2.00%	24/02/20	Floating Rate Notes
16/08/23	Commonwealth Bank of Australia	AA-	\$1,500,000.00	1826	1.93%	16/08/18	Floating Rate Notes
08/02/24	ANZ Bank	AA-	\$1,500,000.00	1826	2.04%	08/02/19	Floating Rate Notes
29/08/24	ANZ Bank	AA-	\$1,500,000.00	1827	1.94%	29/08/19	Floating Rate Notes
14/11/24	Citibank	A+	\$1,000,000.00	1827	1.88%	14/11/19	Floating Rate Notes
12/02/25	Macquarie Bank	A+	\$2,000,000.00	1827	1.79%	12/02/20	Floating Rate Notes
06/05/25	Royal Bank of Canada	AA-	\$1,000,000.00	1096	0.70%	06/05/22	Floating Rate Notes
09/12/25	Macquarie Bank	A+	\$1,996,240.00	1651	0.63%	02/06/21	Floating Rate Notes
15/06/26	Teachers Mutual Bank	BBB	\$850,000.00	1825	0.83%	16/06/21	Floating Rate Notes
19/08/26	ING Bank	A	\$500,000.00	1826	1.44%	19/08/21	Floating Rate Notes
23/12/26	Commonwealth Bank of Australia	AA-	\$2,000,000.00	1917	0.61%	23/09/21	ESG FRN
15/12/22	NTTC	AA-	\$2,000,000.00	808	0.90%	28/09/20	Fixed Rate Bond
15/12/23	NTTC	AA-	\$2,000,000.00	1186	1.00%	15/09/20	Fixed Rate Bond
15/12/24	NTTC	AA-	\$2,000,000.00	1206	1.00%	27/08/21	Fixed Rate Bond
15/06/25	NTTC	AA-	\$2,000,000.00	1496	1.10%	11/05/21	Fixed Rate Bond
24/08/26	Suncorp Metway	A+	\$2,000,000.00	1587	3.25%	20/04/22	Fixed Rate Bond
	AMP Bank	BBB	\$1,003,408.04		0.80%		AMP 31 Day Notice
	AMP Bank	BBB	\$3,712,191.74		0.50%		AMP Business Saver
	Macquarie Bank	A+	\$0.00		0.40%		Macquarie CMA
	Macquarie Bank	A+	\$7,004,467.51		0.60%		Macquarie CMA
	31/05/22		\$158,066,307.29		1.20%		
	TOTAL INVESTMENTS at 30/4/22		\$150,953,376.03				
	Net Increase/(Decrease) in Investments		\$7,112,931.26				

TIMING

There are no timing considerations associated with this report.

FINANCIAL CONSIDERATIONS

Interest earned on investments for year end 30/06/2022 is forecast at \$1.05M. Actual results to date, are on track with this projection.

For the Council's information, loan funds totalling \$15M were received from TCORP on 06/05/2022.

LEGISLATIVE AND POLICY CONSIDERATIONS

Council's investments are made in accordance with the Local Government Act (1993), the Local Government (General) Regulation 2021 and Council's Investment Policy. Section 212 of the Local Government (General) Regulation 2021 states:

- (1) The responsible accounting officer of a council:
 - (a) must provide the council with a written report (setting out details of all money that the council has invested under section 625 of the Act) to be presented:
 - (i) if only one ordinary meeting of the council is held in a month, at that meeting, or
 - (ii) if more than one such meeting is held in a month, at whichever of those meetings the council by resolution determines, and
 - (b) must include in the report a certificate as to whether or not the investment has been made in accordance with the Act, the regulations and the council's investment policies.
- (2) The report must be made up to the last day of the month immediately preceding the meeting.

RISK CONSIDERATIONS

Council manages the risk associated with investments by diversifying the types of investment, credit quality, counterparty exposure and term to maturity profile.

Attachment 1 – Investment Report May 2022



INVESTMENT
REPORT
MAY 2022

INVESTMENT REPORT MAY 2022

Investment Report MAY 2022

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Investment Report MAY 2022

May 2022 Investment Report

Statement of Cash Investments as of 31 May 2022

STATEMENT OF CASH INVESTMENTS							
Maturity Date	Bank/Issuer	Long Term Rating	Fair Value	Term	Interest	Issue Date	Investment Type
03/06/22	National Australia Bank	AA-	\$3,000,000.00	365	0.35%	03/06/21	Term Deposits
09/06/22	Members Equity Bank	BBB+	\$2,000,000.00	280	0.45%	02/09/21	Term Deposits
17/06/22	Commonwealth Bank of Australia	AA-	\$3,500,000.00	288	0.36%	02/09/21	Term Deposits
24/06/22	Commonwealth Bank of Australia	AA-	\$3,000,000.00	364	0.43%	25/06/21	Term Deposits
30/06/22	National Australia Bank	AA-	\$2,500,000.00	303	0.31%	31/08/21	Term Deposits
07/07/22	Members Equity Bank	BBB+	\$2,000,000.00	367	0.50%	05/07/21	Term Deposits
07/07/22	Commonwealth Bank of Australia	AA-	\$4,000,000.00	62	0.90%	06/05/22	Term Deposits
08/07/22	Commonwealth Bank of Australia	AA-	\$1,500,000.00	308	0.36%	03/09/21	Term Deposits
21/07/22	Bank of Queensland	BBB+	\$1,500,000.00	237	0.65%	26/11/21	Term Deposits
29/07/22	Bendigo and Adelaide Bank	BBB+	\$2,000,000.00	364	1.90%	30/07/21	Term Deposits
05/08/22	National Australia Bank	AA-	\$3,000,000.00	365	0.35%	05/08/21	Term Deposits
12/08/22	National Australia Bank	AA-	\$3,500,000.00	364	0.35%	13/08/21	Term Deposits
08/09/22	Commonwealth Bank of Australia	AA-	\$3,000,000.00	125	1.78%	06/05/22	Term Deposits
09/09/22	Commonwealth Bank of Australia	AA-	\$3,000,000.00	364	0.39%	10/09/21	Term Deposits
13/09/22	Commonwealth Bank of Australia	AA-	\$2,000,000.00	123	1.77%	13/05/22	Term Deposits
15/09/22	Bank of Queensland	BBB+	\$2,000,000.00	363	0.95%	17/09/21	Term Deposits
30/09/22	MyState Ltd	BBB+	\$2,000,000.00	364	0.45%	01/10/21	Term Deposits
03/10/22	Westpac Bank	AA-	\$3,000,000.00	367	0.80%	01/10/21	Term Deposits
10/10/22	AMP Bank	BBB	\$2,000,000.00	367	0.80%	08/10/21	Term Deposits
11/10/22	National Australia Bank	AA-	\$3,000,000.00	180	1.20%	14/04/22	Term Deposits
14/10/22	National Australia Bank	AA-	\$2,000,000.00	371	0.39%	08/10/21	Term Deposits
20/10/22	Westpac Bank	AA-	\$1,500,000.00	367	0.47%	18/10/21	ESG TD
08/11/22	National Australia Bank	AA-	\$2,000,000.00	270	0.70%	11/02/22	Term Deposits
10/11/22	Bank of Queensland	BBB+	\$3,000,000.00	210	1.50%	14/04/22	Term Deposits
18/11/22	Westpac Bank	AA-	\$2,000,000.00	364	0.54%	19/11/21	ESG TD
02/12/22	Westpac Bank	AA-	\$2,000,000.00	364	0.58%	03/12/21	ESG TD
08/12/22	Commonwealth Bank of Australia	AA-	\$3,000,000.00	216	2.43%	06/05/22	Term Deposits
05/01/23	Commonwealth Bank of Australia	AA-	\$3,000,000.00	244	2.62%	06/05/22	Term Deposits
16/03/23	Macquarie Bank	A+	\$2,000,000.00	365	1.20%	16/03/22	Term Deposits
13/04/23	Westpac Bank	AA-	\$3,000,000.00	364	1.89%	14/04/22	Term Deposits
02/05/23	AMP Bank	BBB	\$2,000,000.00	545	1.00%	03/11/21	Term Deposits
04/05/23	MyState Ltd	BBB+	\$2,000,000.00	365	2.93%	04/05/22	Term Deposits
04/05/23	Commonwealth Bank of Australia	AA-	\$2,000,000.00	363	3.18%	06/05/22	Term Deposits
23/06/23	National Australia Bank	AA-	\$3,000,000.00	730	0.60%	23/06/21	Term Deposits
17/07/23	Commonwealth Bank of Australia	AA-	\$3,000,000.00	562	0.60%	01/01/22	Term Deposits
28/07/23	National Australia Bank	AA-	\$3,000,000.00	729	0.65%	29/07/21	Term Deposits
03/08/23	National Australia Bank	AA-	\$2,000,000.00	734	0.65%	30/07/21	Term Deposits
30/10/23	Westpac Bank	AA-	\$1,000,000.00	732	1.11%	28/10/21	ESG TD
19/02/24	Westpac Bank	AA-	\$1,000,000.00	642	1.08%	18/05/22	ESG TD
04/03/24	Westpac Bank	AA-	\$2,000,000.00	731	1.68%	04/03/22	ESG TD
14/11/24	Westpac Bank	AA-	\$1,500,000.00	917	1.62%	12/05/22	ESG TD
02/12/24	Westpac Bank	AA-	\$1,500,000.00	1005	1.62%	03/03/22	ESG TD
17/02/25	Westpac Bank	AA-	\$2,000,000.00	1006	2.02%	18/05/22	ESG TD
24/02/25	Westpac Bank	AA-	\$2,500,000.00	1006	2.10%	25/05/22	ESG TD
20/11/25	Westpac Bank	AA-	\$1,500,000.00	1281	1.87%	19/05/22	ESG TD
16/02/26	National Australia Bank	AA-	\$2,000,000.00	1461	1.04%	16/02/22	Term Deposits
17/02/26	Westpac Bank	AA-	\$2,500,000.00	1371	2.24%	18/05/22	ESG TD
24/02/26	Westpac Bank	AA-	\$2,000,000.00	1371	2.31%	25/05/22	ESG TD
03/03/26	Westpac Bank	AA-	\$2,000,000.00	1460	2.22%	04/03/22	ESG TD
16/08/22	Suncorp Metway	A+	\$2,500,000.00	1390	1.97%	26/10/18	Floating Rate Notes
28/10/22	Teachers Mutual Bank	BBB	\$1,000,000.00	1096	1.61%	28/10/19	ESG FRN
03/02/23	Bank of Queensland	BBB+	\$2,000,000.00	1635	1.76%	13/08/18	Floating Rate Notes
06/02/23	Newcastle Permanent Building Society	BBB	\$2,000,000.00	1707	2.31%	05/06/18	Floating Rate Notes
24/02/23	RACQ Bank	BBB+	\$1,500,000.00	1096	2.00%	24/02/20	Floating Rate Notes
16/08/23	Commonwealth Bank of Australia	AA-	\$1,500,000.00	1826	1.93%	16/08/18	Floating Rate Notes
08/02/24	ANZ Bank	AA-	\$1,500,000.00	1826	2.04%	08/02/19	Floating Rate Notes
29/08/24	ANZ Bank	AA-	\$1,500,000.00	1827	1.94%	29/08/19	Floating Rate Notes
14/11/24	Citibank	A+	\$1,000,000.00	1827	1.88%	14/11/19	Floating Rate Notes
12/02/25	Macquarie Bank	A+	\$2,000,000.00	1827	1.79%	12/02/20	Floating Rate Notes
06/05/25	Royal Bank of Canada	AA-	\$1,000,000.00	1096	0.70%	06/05/22	Floating Rate Notes
09/12/25	Macquarie Bank	A+	\$1,996,240.00	1651	0.63%	02/06/21	Floating Rate Notes
15/06/26	Teachers Mutual Bank	BBB	\$850,000.00	1825	0.83%	16/06/21	Floating Rate Notes
19/08/26	ING Bank	A	\$500,000.00	1826	1.44%	19/08/21	Floating Rate Notes
23/12/26	Commonwealth Bank of Australia	AA-	\$2,000,000.00	1917	0.61%	23/09/21	ESG FRN
15/12/22	NTTC	AA-	\$2,000,000.00	808	0.90%	28/09/20	Fixed Rate Bond
15/12/23	NTTC	AA-	\$2,000,000.00	1186	1.00%	15/09/20	Fixed Rate Bond
15/12/24	NTTC	AA-	\$2,000,000.00	1206	1.00%	27/08/21	Fixed Rate Bond
15/06/25	NTTC	AA-	\$2,000,000.00	1496	1.10%	11/05/21	Fixed Rate Bond
24/08/26	Suncorp Metway	A+	\$2,000,000.00	1587	3.25%	20/04/22	Fixed Rate Bond
	AMP Bank	BBB	\$1,003,408.04		0.80%		AMP 31Day Notice
	AMP Bank	BBB	\$3,712,191.74		0.50%		AMP Business Saver
	Macquarie Bank	A+	\$0.00		0.40%		Macquarie CMA
	Macquarie Bank	A+	\$7,004,467.51		0.60%		Macquarie CMA
	31/05/22		\$158,066,307.29		1.20%		
	TOTAL INVESTMENTS at 30/4/22		\$150,953,376.03				
	Net Increase/(Decrease) in Investments		\$7,112,931.26				

Certificate of the Responsible Accounting Officer

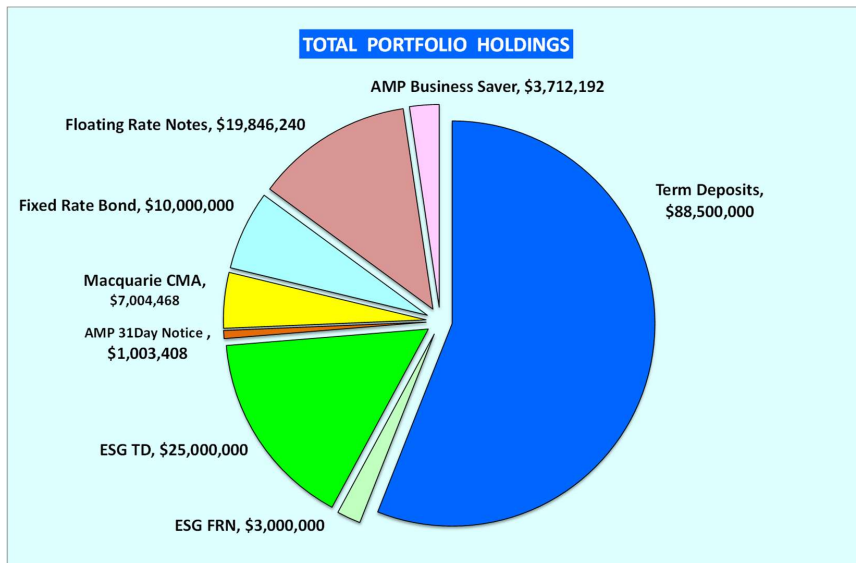
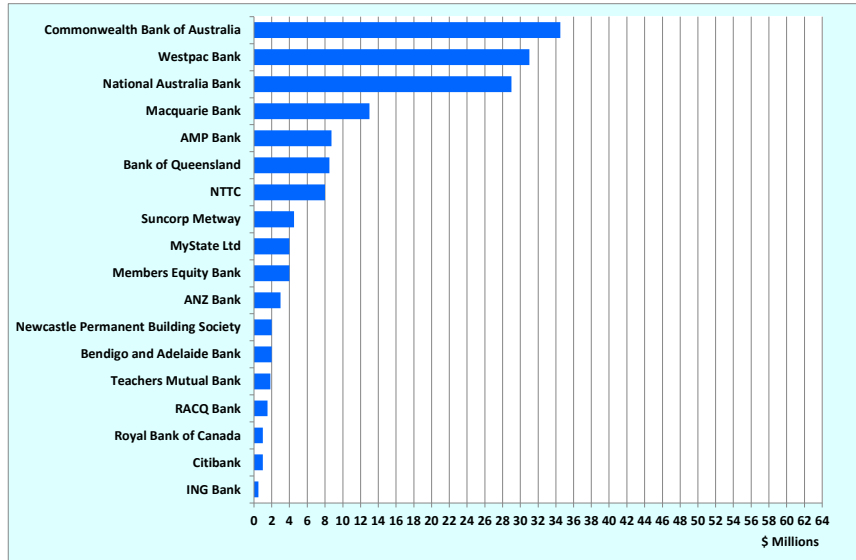
I certify that as at the date of this report, the investments listed have been made and are held in compliance with Council's Investment Policy and applicable legislation.

Evan Hutchings

Date: 30 May 2022

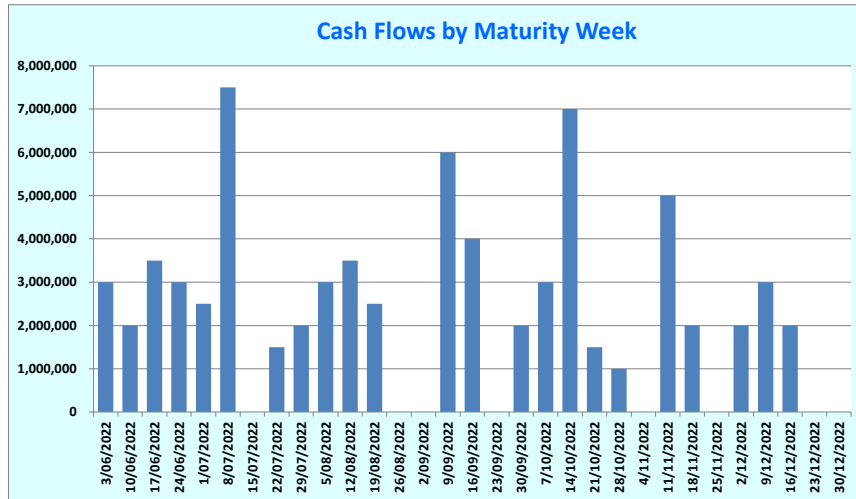
Investment Report MAY 2022

Total Investment Deposits by Institution as of 31 May 2022



Investment Report MAY 2022

Weekly cash flow forecast for 6 months as of 31 May 2022



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Individual Counterparty Limits for Term Deposits, Fixed Rate Notes, Floating Rate TDs, and FRNs as per Council Investment Policy

ST Ratings	ADI	Policy Limit	% of Portfolio
A-1+	ANZ Bank	45%	1.90%
	Commonwealth Bank of Australia	45%	21.83%
	NTTC	45%	5.06%
	National Australia Bank	45%	18.35%
	Royal Bank of Canada	45%	0.63%
	Westpac Bank	45%	19.61%
A-1	Macquarie Bank	30%	8.22%
	ING Bank	30%	0.32%
	Citibank	30%	0.63%
	Suncorp Metway	30%	2.85%
A-2	AMP Bank	10%	5.51%
	Bank of Queensland	10%	5.38%
	Bendigo and Adelaide Bank	10%	1.27%
	MyState Ltd	10%	2.53%
	Teachers Mutual Bank	10%	1.17%
	Members Equity Bank	10%	2.53%
	RACQ Bank	10%	0.95%
	Newcastle Permanent Building Society	10%	1.27%
	Total Portfolio		100.00%

Counter Party Class Limits for Term Deposits, Fixed Rate Notes, Floating Rate TDs, and FRNs as per Council's Investment Policy (excluding At Call Deposits)

Type Long Term	Holdings	Policy Limit	% Portfolio
AA-	\$106,500,000.00	Unlimited	72.77%
A+	\$11,496,240.00	80%	7.86%
A	\$500,000.00	80%	0.34%
A-	\$0.00	80%	0.00%
BAA2	\$0.00	80%	0.00%
BBB+	\$20,000,000.00	30%	13.67%
BBB	\$7,850,000.00	30%	5.36%
BBB-	\$0.00	30%	0.00%
NR	\$0.00	15%	0.00%
Total	\$146,346,240.00		100.00%

Investment Report MAY 2022

Investment Transactions during May 2022

Date	Transaction	Bank/Issuer	Type	Term	Int Rate	Amount	Interest Paid
30/04/2022	Balance	Investment Balance Fair Value				\$150,953,376.03	
3/05/2022	Reset	Bank of Queensland	Floating Rate Notes	1635	1.11%	(\$2,000,000.00)	\$5,449.73
3/05/2022	Reset	Bank of Queensland	Floating Rate Notes	1635	1.76%	\$2,000,000.00	
4/05/2022	Reset	MyState Ltd	Term Deposit	365	2.93%	\$2,000,000.00	
4/05/2022	Reset	MyState Ltd	Term Deposit	365	0.50%	(\$2,000,000.00)	\$10,000.00
6/05/2022	Purchase	Commonwealth Bank of Australia	Term Deposit	62	0.90%	\$4,000,000.00	
6/05/2022	Purchase	Commonwealth Bank of Australia	Term Deposit	125	1.78%	\$3,000,000.00	
6/05/2022	Purchase	Commonwealth Bank of Australia	Term Deposit	216	2.43%	\$3,000,000.00	
6/05/2022	Purchase	Commonwealth Bank of Australia	Term Deposit	244	2.62%	\$3,000,000.00	
6/05/2022	Purchase	Commonwealth Bank of Australia	Term Deposit	363	3.18%	\$2,000,000.00	
6/05/2022	Purchase	Royal Bank of Canada	Floating Rate Notes	1096	0.70%	\$1,000,000.00	
6/05/2022	Reset	Newcastle Permanent Building Society	Floating Rate Notes	1707	1.47%	(\$2,000,000.00)	\$7,088.22
6/05/2022	Reset	Newcastle Permanent Building Society	Floating Rate Notes	1707	2.31%	\$2,000,000.00	
9/05/2022	Reset	ANZ Bank	Floating Rate Notes	1826	1.17%	(\$1,500,000.00)	\$4,313.34
9/05/2022	Reset	ANZ Bank	Floating Rate Notes	1826	2.04%	\$1,500,000.00	
12/05/2022	Maturity	AMP Bank	Term Deposit	178	0.75%	(\$2,000,000.00)	\$7,315.07
12/05/2022	Maturity	Commonwealth Bank of Australia	Term Deposit	365	0.39%	(\$3,000,000.00)	\$11,700.00
12/05/2022	Reset	Macquarie Bank	Floating Rate Notes	1827	0.91%	(\$2,000,000.00)	\$4,359.06
12/05/2022	Reset	Macquarie Bank	Floating Rate Notes	1827	1.79%	\$2,000,000.00	
12/05/2022	Reset	Westpac Bank	ESG TD	917	1.62%	\$1,500,000.00	
12/05/2022	Reset	Westpac Bank	ESG TD	917	1.62%	(\$1,500,000.00)	\$5,792.05
13/05/2022	Purchase	Commonwealth Bank of Australia	Term Deposit	123	1.77%	\$2,000,000.00	
16/05/2022	Reset	Citibank	Floating Rate Notes	1827	0.95%	(\$1,000,000.00)	\$2,379.46
16/05/2022	Reset	Citibank	Floating Rate Notes	1827	1.88%	\$1,000,000.00	
16/05/2022	Reset	Commonwealth Bank of Australia	Floating Rate Notes	1826	1.01%	(\$1,500,000.00)	\$3,688.50
16/05/2022	Reset	Commonwealth Bank of Australia	Floating Rate Notes	1826	1.93%	\$1,500,000.00	
16/05/2022	Reset	Suncorp Metway	Floating Rate Notes	1390	1.05%	(\$2,500,000.00)	\$6,390.93
16/05/2022	Reset	Suncorp Metway	Floating Rate Notes	1390	1.97%	\$2,500,000.00	
18/05/2022	Reset	Westpac Bank	ESG TD	642	1.08%	\$1,000,000.00	
18/05/2022	Reset	Westpac Bank	ESG TD	1006	2.02%	\$2,000,000.00	
18/05/2022	Reset	Westpac Bank	ESG TD	1371	2.24%	\$2,500,000.00	
18/05/2022	Reset	Westpac Bank	ESG TD	642	1.08%	(\$1,000,000.00)	\$2,633.42
18/05/2022	Reset	Westpac Bank	ESG TD	1006	2.02%	(\$2,000,000.00)	\$9,850.96
18/05/2022	Reset	Westpac Bank	ESG TD	1371	2.24%	(\$2,500,000.00)	\$13,654.79
19/05/2022	Reset	ING Bank	Floating Rate Notes	1826	0.48%	(\$500,000.00)	\$566.05
19/05/2022	Reset	ING Bank	Floating Rate Notes	1826	1.44%	\$500,000.00	
19/05/2022	Reset	Westpac Bank	ESG TD	1281	1.87%	\$1,500,000.00	
19/05/2022	Reset	Westpac Bank	ESG TD	1281	1.87%	(\$1,500,000.00)	\$6,685.89
24/05/2022	Reset	RACQ Bank	Floating Rate Notes	1096	1.01%	(\$1,500,000.00)	\$3,675.75
24/05/2022	Reset	RACQ Bank	Floating Rate Notes	1096	2.00%	\$1,500,000.00	
25/05/2022	Reset	Westpac Bank	ESG TD	1006	2.10%	\$2,500,000.00	
25/05/2022	Reset	Westpac Bank	ESG TD	1371	2.31%	\$2,000,000.00	
25/05/2022	Reset	Westpac Bank	ESG TD	1006	2.10%	(\$2,500,000.00)	\$12,801.37
25/05/2022	Reset	Westpac Bank	ESG TD	1371	2.31%	(\$2,000,000.00)	\$11,265.21
27/05/2022	Maturity	National Australia Bank	Term Deposit	269	0.30%	(\$2,500,000.00)	\$5,527.40
30/05/2022	Maturity	Auswide Bank Ltd	Term Deposit	181	0.65%	(\$2,000,000.00)	\$6,446.58
30/05/2022	Reset	ANZ Bank	Floating Rate Notes	1827	0.85%	(\$1,500,000.00)	\$3,178.02
30/05/2022	Reset	ANZ Bank	Floating Rate Notes	1827	1.94%	\$1,500,000.00	
	Activity	AMP Bank 31Day Notice	At Call (AMP)		0.80%	\$1,825.72	\$1,825.72
	Activity	AMP Business Saver	At Call (AMP)		0.50%	(\$889,501.41)	\$3,183.52
	Activity	Macquarie Bank	At Call (CMA)		0.60%	(\$499,393.05)	\$4,467.51
31/05/2022		EOM Balance			Total	\$158,066,307.29	\$154,238.55

Total Interest Received during May 2022

Ledger Account	Type	May
102623-1465-40068	Investments	\$144,761.80
102623-1465-40067	At Call Accounts	\$9,476.75
102585-1465-40068	Investments-ROCO	\$0.00
102613-1465-40068	Investments-RRC	\$0.00
	Sub-Total	\$154,238.55
102623-1465-40066	General Bank Account	\$0.00
	Total	\$154,238.55

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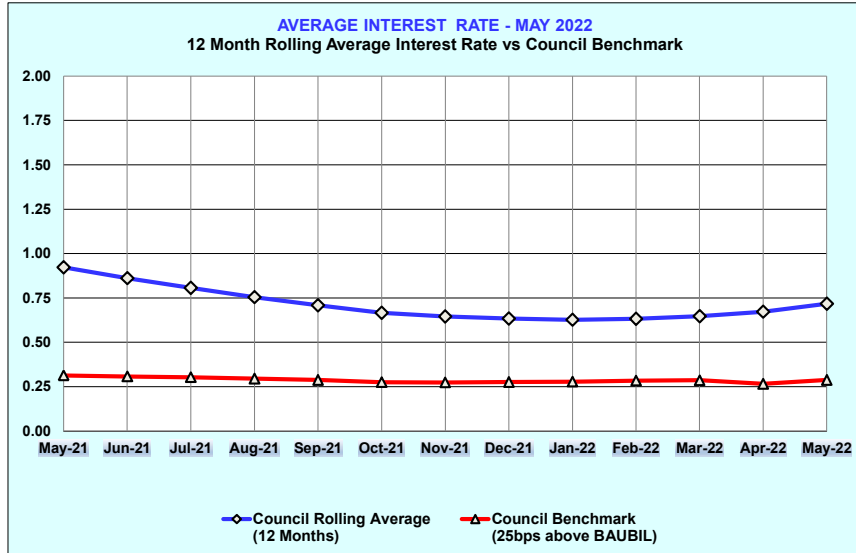
Investment Report MAY 2022

Statement of Consolidated Cash and Investments as of 31 May 2022

Consolidated Cash & Investments			
Cash & Investments			
Cash At Bank as at 31 May 2022		\$3,523,366.79	
Investments at Fair Value		\$158,066,307.29	
Total Cash & Investments			\$161,589,674.08
The above cash and investments are comprised of:			
Externally Restricted Reserves			
Externally restricted reserves refer to funds received that are restricted by externally imposed requirements for expenditure on specific purposes. Externally restricted reserves include unexpended developer contributions under Sections 7.11 and 7.12.			
Total External Restrictions			\$99,140,662.01
Internally Restricted Reserves			
Internally restricted reserves are funds restricted in the use by resolution or policy of Council			
Total Internal Restrictions			\$39,103,216.72
Unrestricted Cash & Investments			
Total Unrestricted Cash & Investments			\$23,345,795.35
Total Cash & Investments			\$161,589,674.08
Note: At the time of this report, Council reserves have yet to be finalised for May 2022.			

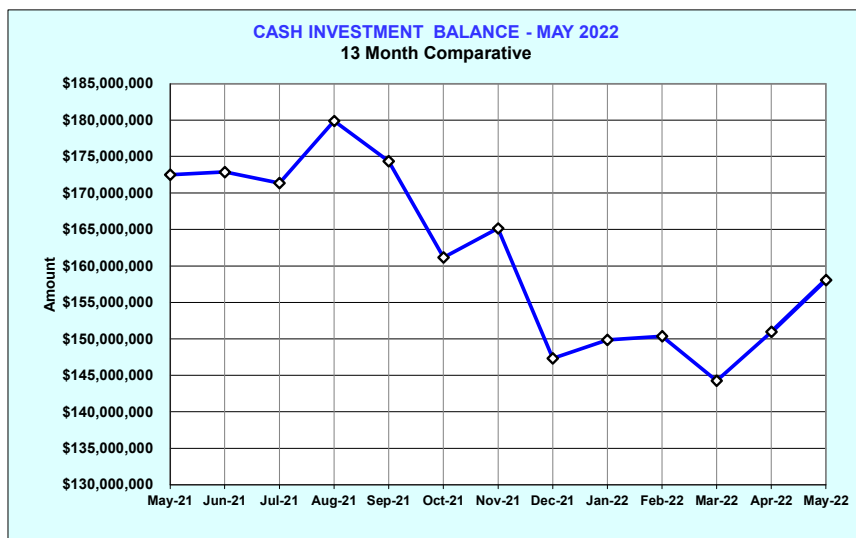
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Comparative Graphs

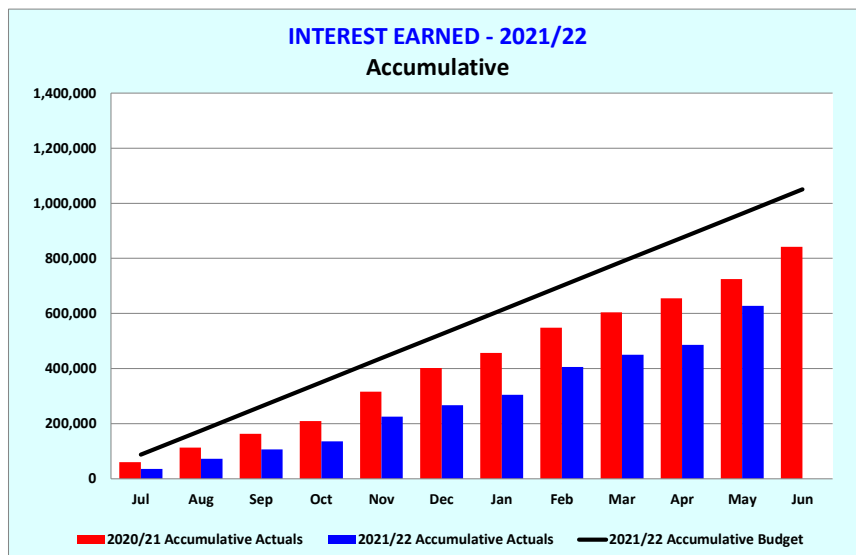
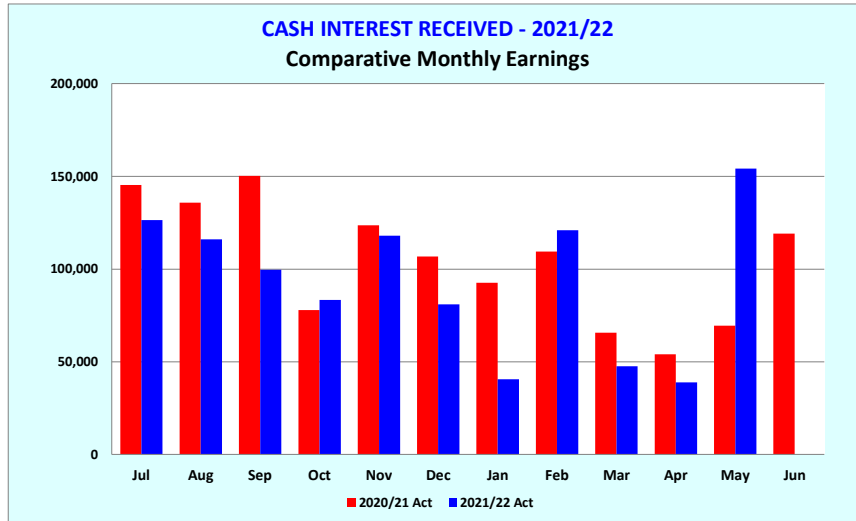


The BAUBIL (Bloomberg Ausbond Bank Bill) Index is engineered to measure the Australian money market by representing a passively-managed short term money market portfolio. This index is comprised of 13 synthetic instruments defined by rates interpolated from the RBA 24-hour cash rate, 1M BBSW, and 3M BBSW.

The Annual Average BAUBIL plus 25bps (a quarter of 1 percent) forms Council's benchmark rate against which Council's actual investment returns are compared.



Investment Report MAY 2022



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12 NOTICES OF MOTION**ITEM 12.1 NOTICE OF MOTION - STEP UP FOR CANCER SURVIVORSHIP**

Submitted by: Councillor Andrew Ferguson

MOTION

That Council:

1. Congratulates Concord Hospital's Sydney Cancer Survivorship Centre on its 'Step Up' fundraising initiative.
 2. Commits to promoting this annual initiative through appropriate communication mediums.
-

BACKGROUND FROM COUNCILLOR ANDREW FERGUSON

Many in our community will no doubt have been impacted by cancer - either because of someone in their family being diagnosed, or someone close to them.

Step Up for Cancer Survivorship provide various programs to improve the services and care for cancer survivors in Australia through research, education and an understanding of the issued that affect people who have been treated for cancer.

On Sunday 5th June, people from around the world celebrate National Cancer Survivors Day, to recognise cancer survivors, raise awareness of the ongoing challenges cancer survivors face and most importantly, to celebrate life. To mark this important day, Concord Hospital's Sydney Cancer Survivorship Centre is organising 'Step Up'.

'Step Up' is a practical way for members of our community to get involved and make a difference. By selecting a physical activity or activities that they enjoy and securing sponsorship, participants set personal targets with a view to raising tax deductible donations

The fundraising target this year is \$75,000.00 and all funds raised will go towards the cost of providing free courses (e.g. yoga, pilates, music and art therapy) and exercise programs to improve the fitness, strength and quality of life of our cancer survivors.

This is a program that I believe is worth of Council's support, particularly with it being conducted through Concord Hospital. Further information is accessible through the following link <https://www.mycause.com.au/events/stepupforcancersurvivors>.

ITEM 12.2 NOTICE OF MOTION - FEDERAL GOVERNMENT ELECTION - SEAT OF REID

Submitted by: Councillor Andrew Ferguson

MOTION

That Council:

1. Acknowledges the service of outgoing local federal MP for Reid, Dr Fiona Martin.
 2. Places on record its appreciation of this service over the last 3 years to the residents of Reid and assistance to the City of Canada Bay Council.
 3. Notes the investments during Dr Reid's term in office in local roads, sporting clubs, parks and amenities, and advocacy on behalf of local business and community groups.
 4. Congratulates Sally Sitou on her election as the new Federal MP for Reid and wishes her every success, and commits to working with both her and the local state member for Drummoyne to achieve the best outcome for local residents.
-

BACKGROUND FROM COUNCILLOR ANDREW FERGUSON

Nil

13 NOTICES OF MOTION OF RESCISSION

Nil

14 MATTERS OF URGENCY

Nil

15 QUESTIONS WITH NOTICE

Nil

16 CONFIDENTIAL MATTERS

RECOMMENDATION

That:

1. Council moves into closed session to deal with the matters listed below, which are classified as confidential under section 10A(2) of the *Local Government Act, 1993* for the reasons specified:

ITEM 16.1 PROPERTY ACQUISITION

This matter is considered to be confidential under Section 10A(2) - (c) of the Local Government Act, as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

Further it is considered that discussions of this matter in open Council would, on balance, be contrary to the public interest as it would prejudice Council's ability to secure the optimum outcome for the community.

ITEM 16.2 DIVESTMENT OF 283 CONCORD ROAD, CONCORD WEST

This matter is considered to be confidential under Section 10A(2) - (c) of the Local Government Act, as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

Further it is considered that discussions of this matter in open Council would, on balance, be contrary to the public interest as it would prejudice Council's ability to secure the optimum outcome for the community.

2. Pursuant to section 10A(1), 10(2) and 10A(3) of the Local Government Act, the media and public be excluded from the meeting on the basis that the business to be considered is classified as confidential under section 10A(2) of the Local Government Act.
3. The correspondence and reports relevant to the subject business be withheld from the media and public as provided by section 11(2) of the Local Government Act.
4. The resolutions made by the Council in Closed Session be made public after the conclusion of the closed session and such resolutions be recorded in the minutes of the Council meeting.

BACKGROUND/DISCUSSION

In accordance with section 10A(2) of the Act, Council may close part of its meeting to deal with business of the following kind:

- (a) Personnel matters concerning particular individuals (other than councillors).
 - (b) Personal hardship of any resident or ratepayer.
 - (c) Information that would, if disclosed, confer a commercial advantage on a person with whom Council is conducting (or proposes to conduct) business.
 - (d) Commercial information of a confidential nature that would, if disclosed:
 - (i) Prejudice the commercial position of a person who supplied it: or
 - (ii) Confer a commercial advantage on a competitor of Council;
 - (iii) Reveal a trade secret.
-

- (e) Information that would, if disclosed, prejudice the maintenance of law.
- (f) Matters affecting the security of Council, Councillors, Council staff and Council property.
- (g) Advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the grounds of legal professional privilege.
- (h) Information concerning the nature and location of a place or an item of Aboriginal significance on community land.
- (i) Alleged contraventions of any Code of Conduct requirements applicable under section 440.

It is considered that the business listed in the recommendation is of a kind referred to in section 10A(2) of the Local Government Act 1993 and, under the provisions of the Act and the Local Government (General) Regulation 2021, should be dealt with in a part of the meeting that is closed to members of the public and the media.

Pursuant to section 10A(4) of the Act and clauses 14.9–14.10 of the City of Canada Bay Code of Meeting Practice, members of the public may make representations to the meeting immediately after the motion to close part of the meeting is moved and seconded, as to whether that part of the meeting should be closed.

17 CONFIDENTIAL RESOLUTIONS

In accordance with Part 14 of the Code of Meeting Practice, resolutions passed during a meeting, or a part of a meeting that is closed to the public must be made public by the chairperson as soon as practicable. The resolution must be recorded in the publicly available minutes of the meeting.
